

Notice of meeting and agenda

Transport and Environment Committee

10.00 am Thursday, 15th August, 2024

Dean of Guild Court Room - City Chambers

This is a public meeting and members of the public are welcome to attend or 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 Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.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

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| 4.1 | Minute of the Transport and Environment Committee of 20 June 2024 – submitted for approval as a correct record. | 9 - 26 |
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5. Forward Planning

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| 5.1 | Transport and Environment Committee Work Programme | 27 - 36 |
| 5.2 | Transport and Environment Committee Rolling Actions Log | 37 - 156 |

6. Business Bulletin

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7. Executive Decisions

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| 7.1 | Update on Council Transport Arms Length Companies – Report | 169 - 180 |
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by the Service Director, Operational Services

7.2	St James Quarter – Introduction of a Traffic Regulation Order – Report by Service Director - Sustainable Development	181 - 218
7.3	Strategic Review of Parking Monitoring Update – Report by the Service Director, Operational Services	219 - 278
7.4	Low Emission Zone (LEZ) – summer 2024 update – Report by the Service Director, Operational Services	279 - 288
7.5	Local Traffic Improvement - Delivery Programme – Report by the Service Director, Operational Services	289 - 298
7.6	Trial of 7-7-7 Bus Lanes – Report by the Service Director, Operational Services	299 - 306
7.7	Implementing the Footway Parking Prohibition – Report by the Service Director, Operational Services	307 - 314

8. Routine Decisions

8.1	Ellersly and Kinellan Roads – Report by the Service Director, Operational Services	315 - 320
8.2	Appointments to the Boards of Lothian Buses and Edinburgh Trams – Report by the Service Director, Operational Services	321 - 324

9. Motions

9.1	Motion by Councillor Ross - Road Resurfacing and Resident Co- ordination “Committee:
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1. notes the Council's road surface treatment contractor has again encountered difficulties this year in completing jobs as specified because vehicles remained parked on the road.
2. notes this has resulted in a range of missed patches, varying from single vehicle shaped patches to long, multi vehicle stretches. These missed patches have sometimes remained untreated until the contractor returns the following year,
3. notes residents are notified in advance of the road surface works starting.
4. requests a business bulletin update in three cycles on how this process can be improved with a view to reducing, or ideally eliminating, the occurrence of missed patches and including consideration of the types of notification that could be given and to whom, the length of time in advance that leaflets are delivered and notices are posted in the street and the effectiveness of vehicle removals/relocations."

9.2 Motion by Councillor Lang - Delivering the committee's decision on Cammo Road

"Committee

1. notes the decision of the committee on 25 April 2024 with respect to Cammo Road, namely *"to consider the next steps at the May committee, if no guarantee can be provided that works [on the Craigs Road / Maybury Road junction] would commence in the next six months, the agreed ETRO closure trial on Cammo Road would be*

commenced immediately, with the evaluation report brought back to committee in due course.”

2. notes that no guarantee has since been provided.
3. therefore agrees that officers should commence the agreed ETRO through-road closure of Cammo Road immediately.”

9.3 Motion by Councillor Whyte - Mass Rapid Transit in Edinburgh

“Committee:

1. notes that some six months have passed since the Committee acknowledged that the further expansion of the Tram network in the city requires an initial unfunded £44m to develop the Outline and Full Business Cases and that Committee is yet to receive a formal update on approaches to the Scottish Government seeking funding for this work
2. further notes that the initial estimates of the funding required to complete a north-south tram link from Granton to the Bioquarter sit at £2 Billion, that this is likely to increase as the delivery timescale is expected at 10-20 years, and that no funds have been identified to achieve this;
3. additionally notes that it is Council policy to press ahead with a City Mobility Plan that relies on a Mass Rapid Transit system to replace current travel modes and that suggested implementation dates are relatively short;
4. therefore agrees that a report should be provided to a future Committee meeting (within six months) setting out

the possible options for moving ahead with a Bus Rapid Transit system for the north-south and other potential routes recognising that such a system could be replaced by Tram in the longer term and that evidence from the Belfast Glider system indicates that this could be achieved in a quarter to a third of the time of Tram implementation, at potentially one tenth of the cost and with similar short to medium term transport outcomes;

5. further agrees that the report should provide short medium and long term cost benefit analysis of alternative systems, clarify likely costs and delivery timescales within an Edinburgh context, set out the relative flexibility of each system and provide outlines of possible funding methods available to the Council.”

10. Resolution to Consider in Private

- 10.1** The Committee, is requested under Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the public from the meeting for the following items of business on the grounds that they would involve the disclosure of exempt information as defined in Paragraph 9 of Part 1 of Schedule 7A of the Act.

11. Private Report

- 11.1** Edinburgh Bus Station Options Appraisal Update – Report by the Service Director, Operational Services 325 - 366

Nick Smith

Service Director, Legal and Assurance

Committee Members

Councillor Scott Arthur (Convener), Councillor Danny Aston, Councillor Chas Booth, Councillor Sanne Dijkstra-Downie, Councillor Stuart Dobbin, Councillor Katrina Faccenda, Councillor Euan Hyslop, Councillor Kevin Lang, Councillor Marie-Clair Munro, Councillor Kayleigh O'Neill and Councillor Iain Whyte

Information about the Transport and Environment Committee

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

This meeting of the Transport and Environment Committee is being held in the City Chambers, High Street, Edinburgh and virtually by Microsoft Teams.

Further information

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

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Minutes

Transport and Environment Committee

10.00am, Thursday 20 June 2024

Present

Councillors Arthur (Convener), Aston, Bandel, Dijkstra-Downie, Dobbin, Faccenda, Hyslop, Lang, Munro, O'Neill, and Whyte.

In attendance

Councillor Mitchell (as member with a special interest in respect of item 4).

1. Deputations

Cargo Bike Movement

(in relation to item 8 – People and Place 2024/25 and Cargo Bike Movement)

The deputation raised that the Cargo Bike Movement was in crisis with the organisation at risk of closing due to a lack of finance. The deputation requested that the committee assisted with funding to ensure the movement could continue. The deputation highlighted that if the organisation was to cease it would have an impact on businesses and individuals who relied on the cargo bikes.

2. Minutes

Decision

To approve the minute of the Transport and Environment Committee of 23 May 2024 as a correct record.

3. Work Programme

The Transport and Environment Committee Work Programme was presented.

Decision

To note the Work Programme.

(Reference – Work Programme 20 June 2024, 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 1 – Kirkliston and Queensferry Traffic and Active Travel Study
- Action 15 – Motion by Councillor Hyslop – School Bicycle Storage

- Action 21 (2) – Motion by Councillor Meagher – Accidents in the ‘Joppa Triangle’
- Action 25 (2) – Maintenance of Footways and Cycleways
- Action 26 (2) – Response to Motion by Councillor Burgess – Sciennes Primary Playground on Sciennes Road
- Action 28 – Response to Motion by Councillor Bandel – Mobility Analysis
- Action 39 (2) – Traveling Safely Schemes
- Action 44 – Motion by Councillor Cowdy – Dog Fouling
- Action 54 (2) – Business Bulletin - Supported Bus Services
- Action 70 (2) – Business Bulletin – Supported Bus Services
- Action 71 (2&4) – Road Safety Delivery Plan 2024/25
- Action 84 (1&2) – Rolling Actions Log
- Action 85 (6) – Business Bulletin – Bus tracker update
- Action 96 – Urgent Motion by Councillor Bandel – Cargo Bike Movement Funding

2) To note the remaining outstanding actions.

(Reference – Rolling Actions Log, 20 June 2024, submitted)

5. Business Bulletin

The Transport and Environment Committee Business Bulletin was submitted.

Motion

To note the Business Bulletin.

- moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment

- 1) To note that Council regrets that the proposed plans for a footbridge over the Union Canal, connecting the Cala housing development with the soon to be opened Lost Shore Surf Resort with the Edinburgh International Climbing Arena, have ceased to be progressed due to technical difficulties.
- 2) To therefore, instruct council to bring a report back to committee in one cycle detailing:
 - What the technical difficulties are
 - How these technical difficulties could be overcome
 - Any financial contributions from Housing Developer (Cala)
 - Any financial contributions from Lost Shore Surf Resort
 - Estimated cost shortfall to complete the footbridge

- Total estimated cost to complete the footbridge
- 3) To request Council considers other sources of funding and detail these within the report.
- moved by Councillor Whyte, seconded by Councillor Munro

In accordance with Standing Order 22.13, the amendment was adjusted and accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To note the Business Bulletin.
- 2) To note that Council regrets that the proposed plans for a footbridge over the Union Canal, connecting the Cala housing development with the soon to be opened Lost Shore Surf Resort with the Edinburgh International Climbing Arena, have ceased to be progressed due to technical difficulties.
- 3) To therefore, instruct council to provide an update via a Business Bulletin to committee in one cycle detailing:
 - What the technical difficulties are
 - How these technical difficulties could be overcome
 - Any financial contributions from Housing Developer (Cala)
 - Any financial contributions from Lost Shore Surf Resort
 - Estimated cost shortfall to complete the footbridge
 - Total estimated cost to complete the footbridge
- 4) To request Council considers other sources of funding and detail these within the update.

(Reference – Business Bulletin, 20 June 2024, submitted.)

6. Petition for Consideration – Petition for an Exemption to the Pavement Parking Ban in Bangholm Streets

(a) Petitioners

The petitioners raised concerns for safety as there was currently a risk that emergency vehicles may not be able to drive down Bangholm Streets. It was further raised that due to minimal space cars have taken to driving on the pavement to avoid the parked cars causing safety risks to pedestrians. The speakers advised that they would be in favour of one side of the road being double yellow lines and lowering the speed limits.

(b) Petition for consideration: Petition for an Exemption to the Pavement Parking Ban in Bangholm Streets

The committee was asked to consider a petition calling on the Council for an exemption from the pavement parking ban in the Bangholm streets so that residents could continue

to park next to their properties, which should help keep the carriageway clear and reduce hazards for pedestrians.

Decision

- 1) To note the terms of the petition.
- 2) To request a report in the second half of 2024 outlining potential measures to improve safety and accessibility for those walking, wheeling and cycling in the streets of Bangholm.
- 3) To request that the report would also list the streets across the city where officers had identified that the pavement parking prohibition measures have resulted in issues (including road safety and disruptions to bin collections) which were still ongoing, and briefly detail what measures were being considered for each location.

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

7. Review of Parking and Loading within Elm Row and the Surrounding Area

A report sought approval to implement changes designed to improve safety, walking, wheeling and active travel provision while supporting businesses in the area with increased loading provision and access within the Elm Row area using Trams to Newhaven Temporary Traffic Regulation Order (TTRO).

Additionally, the report sought approval to commence the necessary legal process to implement these changes permanently through a Traffic Regulation Order (TRO).

Motion

- 1) To approve changes to Elm Row and Brunswick Street using the current Temporary Traffic Regulation Order in the short term to improve walking, wheeling and active travel provision while supporting businesses in the area with increased loading provision and access.
 - 2) To note that the implementation of a Traffic Regulation Order is fundamental to both the design of the tram scheme and its operation.
 - 3) To approve the commencement of the statutory procedures for the TRO necessary to introduce permanent changes to Elm Row and Brunswick Street.
 - 4) To approve the commencement of the statutory procedures for the TRO necessary to introduce additional parking and loading on Leith Walk and necessary changes to the operation of junctions.
- moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment 1

- 1) To approve changes to Elm Row and Brunswick Street using the current Temporary Traffic Regulation Order in the short term to improve walking, wheeling and active travel provision while supporting businesses in the area with increased loading provision and access.

- 2) To note that the implementation of a Traffic Regulation Order is fundamental to both the design of the tram scheme and its operation.
 - 3) To approve the commencement of the statutory procedures for the TRO necessary to introduce permanent changes to Elm Row and Brunswick Street.
 - 4) To approve the commencement of the statutory procedures for the TRO necessary to introduce additional parking and loading on Leith Walk and necessary changes to the operation of junctions.
 - 5) To approve, given the previous pedestrian safety issues at Brunswick Street, that the junction would be subject to close monitoring upon re-opening, and that steps would be taken to ensure that rapid reclosing of the opening to vehicles could be implemented if required.
- moved by Councillor Aston, seconded by Councillor Dobbin

Amendment 2

- 1) To approve changes to Elm Row and Brunswick Street using the current Temporary Traffic Regulation Order in the short term to improve walking, wheeling and active travel provision while supporting businesses in the area with increased loading provision and access.
 - 2) To note that the implementation of a Traffic Regulation Order is fundamental to both the design of the tram scheme and its operation.
 - 3) To approve the commencement of the statutory procedures for the TRO necessary to introduce permanent changes to Elm Row and Brunswick Street.
 - 4) To approve the commencement of the statutory procedures for the TRO necessary to introduce additional parking and loading on Leith Walk and necessary changes to the operation of junctions.
 - 5) To note concerns expressed by residents across Hillside, and therefore requests officers identify, where possible, appropriate cost-effective road safety/traffic calming measures on Brunswick Street by utilising any underspend detailed in paragraph 6.1 of the report by the Service Director - Operational Services, or sourced funding.
- moved by Councillor Dijkstra-Downie, seconded by Councillor Lang

Amendment 3

- 1) To approve changes to Elm Row using the current Temporary Traffic Regulation Order in the short term to improve walking, wheeling and active travel provision while supporting businesses in the area with increased loading provision and access.
- 2) To note that the implementation of a Traffic Regulation Order is fundamental to both the design of the tram scheme and its operation.
- 3) To approve the commencement of the statutory procedures for the TRO necessary to introduce permanent changes to Elm Row.

- 4) To approve the commencement of the statutory procedures for the TRO necessary to introduce additional parking and loading on Leith Walk and necessary changes to the operation of junctions.

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

In accordance with Standing Order 22.13, Amendment 1 and Amendment 2, were accepted as addenda to the motion.

Voting

The voting was as follows:

For the motion (as adjusted) – 9 votes

For Amendment 3 – 2 votes

(For the motion (as adjusted) – Councillors Arthur, Aston, Dobbin, Dijkstra-Downie, Hyslop, Faccenda, Lang, Munro and Whyte.

For Amendment 3 – Councillors Bandel and O'Neill.)

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To approve changes to Elm Row and Brunswick Street using the current Temporary Traffic Regulation Order (TTRO) in the short term to improve walking, wheeling and active travel provision while supporting businesses in the area with increased loading provision and access.
- 2) To note that the implementation of a Traffic Regulation Order (TRO) is fundamental to both the design of the tram scheme and its operation.
- 3) To approve the commencement of the statutory procedures for the TRO necessary to introduce permanent changes to Elm Row and Brunswick Street.
- 4) To approve the commencement of the statutory procedures for the TRO necessary to introduce additional parking and loading on Leith Walk and necessary changes to the operation of junctions.
- 5) To approve, given the previous pedestrian safety issues at Brunswick Street, that the junction would be subject to close monitoring upon re-opening, and that steps would be taken to ensure that rapid reclosing of the opening to vehicles could be implemented if required.
- 6) To note concerns expressed by residents across Hillside, and therefore to request officers identify, where possible, appropriate cost-effective road safety/traffic calming measures on Brunswick Street by utilising any underspend detailed in paragraph 6.1 to the report by the Service Director - Operational Services, or sourced funding.

(Reference – report by the Service Director - Operational Services, submitted.)

8. People and Place 20204/25 and Cargo Bike Movement

A report set out a proposal for grant funding in 2024/25 for the People and Place programme, which was funded by Transport Scotland and administered by the South

East Scotland Transport Partnership. The report also updated Committee on discussions with Cargo Bike Movement (CBM) and presented options for financial support in 2024/25.

Motion

- 1) To agree the proposed allocations for People and Place funding 2024/25.
 - 2) To approve proposed grants outlined in paragraph 4.6 of the report by the Service Director - Operational Services.
 - 3) To note options for supporting Cargo Bike Movement set out in paragraphs 4.9 to 4.16 of the report. This would be provided under the conditions of the Council's Grant Standing Orders.
 - 4) To note that officers intend to work with the organisation to explore routes to a reduced reliance on grant funding.
- moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment 1

- 1) To agree the proposed allocations for People and Place funding 2024/25.
 - 2) To approve proposed grants outlined in paragraph 4.6 of the report by the Service Director - Operational Services.
 - 3) To note options for supporting Cargo Bike Movement set out in paragraphs 4.9 to 4.16 of the report. This would be provided under the conditions of the Council's Grant Standing Orders. Agrees that the recommendation from this Committee for the source of the £42,600 remainder sum for Cargo Bike Movement will be the cycling revenue budget in the first instance but, given that this is expected to be a single year allocation, that it should come from unallocated reserves to replenish the cycling revenue budget, and refers to Finance and Resources Committee and then Full Council accordingly.
 - 4) To note that officers intend to work with the organisation to explore routes to a reduced reliance on grant funding.
- moved by Councillor Aston, seconded by Councillor Dobbin

Amendment 2

- 1) To agree the proposed allocations for People and Place funding 2024/25.
 - 2) To approve proposed grants outlined in paragraph 4.6 of the report by the Service Director - Operational Services.
 - 3) To approve the proposed support for Cargo Bike Movement as set out in paragraphs 4.9 to 4.15 of the report under the conditions of the Council's Grant Standing Orders, and on the understanding that this is a one-off contribution.
 - 4) To request that officers work with the organisation to explore routes to a reduced reliance on grant funding and greater financial stability.
- moved by Councillor Dijkstra-Downie, seconded by Councillor Lang

Amendment 3

- 1) To agree the proposed allocations for People and Place funding 2024/25.
 - 2) To approve proposed grants outlined in paragraph 4.6 of the report by the Service Director - Operational Services.
 - 3) To note options for supporting Cargo Bike Movement set out in paragraphs 4.9 to 4.16 of the report. This would be provided under the conditions of the Council's Grant Standing Orders.
 - 4) To note that officers intend to work with the organisation to explore routes to a reduced reliance on grant funding.
 - 5) To note and celebrate the work of Cargo Bike Movement and their important contribution to supporting an equitable shift towards sustainable modes of transporting goods and people as well as the zero waste hierarchy.
 - 6) To note that the City Mobility Plan and Edinburgh City Centre Transformation set out to encourage and support the movement of freight and goods using zero and low emission vehicles such as cargo bikes.
 - 7) To note that much of the Council's progress on this action to date has been achieved through awarding funding to Cargo Bike Movement.
 - 8) To express concern about the loss of progress on shifting to zero carbon vehicles for the transportation of goods and people if the organisation should be forced to wind up operations, and the implications for Council projects relying on a modal shift in the delivery of goods this would have.
 - 9) To note that Cargo Bike Movement's strategy for the year ahead sets out steps to improve their financial sustainability, including becoming a SCIO, generating revenue from cargo bike hire, working with more businesses, and reducing their running costs.
 - 10) To agree to award £50k of match-funding to Cargo Bike Movement and requests officers to work with the organisation to develop a long-term sustainable business model.
- moved by Councillor Bandel, seconded by Councillor O'Neill

Amendment 4

- 1) To agree the proposed allocations for People and Place funding 2024/25.
 - 2) To approve proposed grants outlined in paragraph 4.6 of the report by the Service Director - Operational Services.
 - 3) To note that the information provided at paragraphs 4.8 to 4.15 would introduce considerable uncertainty to the cycling budget in 2024/25 and has considerable opportunity costs. Therefore, agrees that officers should work with the Cargo Bike Movement to explore routes to removing the need for grant funding and for charitable incorporation but that no funding is provided at this time.
- moved by Councillor Whyte, seconded by Councillor Munro

In accordance with Standing Order 22.13, Amendment 2 and Amendment 3 were accepted as addenda to the motion.

Voting

The voting was as follows:

For the motion (as adjusted)	–	6 votes
For Amendment 1	–	3 votes
For Amendment 4	–	2 votes

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

For Amendment 1 – Councillors Aston, Dobbin and Hyslop.

For Amendment 4 – Councillors Munro and Whyte.)

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To agree the proposed allocations for People and Place funding 2024/25.
- 2) To approve proposed grants outlined in paragraph 4.6 of the report by the Service Director - Operational Services.
- 3) To approve the proposed support for Cargo Bike Movement as set out in paragraphs 4.9 to 4.15 of the report under the conditions of the Council's Grant Standing Orders, and on the understanding that this is a one-off contribution.
- 4) To request that officers work with the organisation to explore routes to a reduced reliance on grant funding and greater financial stability.
- 5) To note and celebrate the work of Cargo Bike Movement and their important contribution to supporting an equitable shift towards sustainable modes of transporting goods and people as well as the zero waste hierarchy.
- 6) To note that the City Mobility Plan and Edinburgh City Centre Transformation set out to encourage and support the movement of freight and goods using zero and low emission vehicles such as cargo bikes.
- 7) To note that much of the Council's progress on this action to date had been achieved through awarding funding to Cargo Bike Movement.
- 8) To express concern about the loss of progress on shifting to zero carbon vehicles for the transportation of goods and people if the organisation should be forced to wind up operations, and the implications for Council projects relying on a modal shift in the delivery of goods this would have.
- 9) To note that Cargo Bike Movement's strategy for the year ahead set out steps to improve their financial sustainability, including becoming a SCIO, generating revenue from cargo bike hire, working with more businesses, and reducing their running costs.
- 10) To agree to award £50k of match-funding to Cargo Bike Movement and to request officers work with the organisation to develop a long-term sustainable business model.

(Reference – report by the Service Director - Operational Services, submitted.)

9. Dog Fouling Enforcement

A report responded to an adjusted motion by Councillor Cowdy on 16 November 2023 and considered the practicality of establishing a dog fouling DNA register, improving enforcement and the use of Fix Penalty Notices (FPN) as a means to control dog fouling.

Motion

To note the report.

- moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment 1

- 1) To note the report.
 - 2) To agree that a further report be provided on how officers across the Council, who undertake roles in public areas, could be trained to assist the Street enforcement team in tackling the issues they address so that a far greater number of Council officers can enforce good standards of street cleanliness and, in the case of dog fouling, can issue FPNs in line with the process envisaged in the Dog Fouling (Scotland) Act 2003.
- moved by Councillor Whyte, seconded by Councillor Munro

In accordance with Standing Order 22.13, Amendment 1 was adjusted and accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To note the report.
- 2) To agree to include information in the next Street Cleansing Performance report on how officers across the Council, who undertook roles in public areas, could be trained to assist the Street enforcement team in tackling the issues they addressed so that a far greater number of Council officers could enforce good standards of street cleanliness and, in the case of dog fouling, could issue FPNs in line with the process envisaged in the Dog Fouling (Scotland) Act 2003.
- 3) To agree to include consideration of reintroducing pavement stencilling in the report.

(Reference – report by the Service Director - Operational Services, submitted.)

10. Ending the Use of Fossil-Fuel Powered Leaf Blowers

The report outlined the Council's intention to replace all of its petrol fuelled leaf blowers and its approach to third parties who deliver services, using leaf blowers, on behalf of the Council.

Decision

- 1) To note the intention to procure electric leaf blowers over the course of 2024/25 and to remove all petrol fuelled leaf blowers from use.

- 2) To note that all future specifications for contracts for services involving leaf blowers would require contractors to operate electric versions and not to use fossil-fuelled versions.
- 3) To note that there was currently no legal power which would allow the Council to ban the use of fossil-fuelled leaf blowers across the city.

(Reference – report by the Service Director - Operational Services, submitted.)

11. Street Cleansing Performance Report

The regular six-monthly update on street cleanliness across the city provided information on progress in respect of the actions agreed by Committee on 6 October 2022.

Motion

- 1) To note the current street cleaning performances levels.
 - 2) To note the action being progressed following Committee in October 2022.
 - 3) To note the proposed action for removal of a problematic recycling point and the reasoning.
 - 4) To note the breakdown of how the additional funding for 2024/25 would be allocated in order to deliver improvements in the performance of the cleaning service.
- moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment 1

- 1) To note the current street cleaning performances levels.
 - 2) To note the action being progressed following Committee in October 2022.
 - 3) To note the proposed action for removal of a problematic recycling point and the reasoning.
 - 4) To note the breakdown of how the additional funding for 2024/25 would be allocated in order to deliver improvements in the performance of the cleaning service.
 - 5) To note that significant numbers of streets, particularly in the most deprived areas of SIMD, have significant weed growth, sustained by detritus that acts as a growing medium.
 - 6) To request a report in one cycle in respect of:
 - Actions to be taken to clean and improve the appearance of our streetscapes by removal of weeds and associated detritus; and
 - Ongoing maintenance programme to prevent future build-up of weeds as currently experienced.
- moved by Councillor Dobbin, seconded by Councillor Aston

Amendment 2

- 1) To note the current street cleaning performances levels.

- 2) To note the action being progressed following Committee in October 2022.
- 3) To agree to not to proceed with the removal of the recycling site in Silverknowes.
- moved by Councillor Lang, seconded by Councillor Dijkstra-Downie

Amendment 3

- 1) To note the current street cleaning performances levels.
- 2) To note the action being progressed following Committee in October 2022.
- 3) To note the proposed action for removal of a problematic recycling point and the reasoning.
- 4) To note that, despite indications otherwise in paragraph 3.5 of the report by the Service Director - Operational Services, the report gives no indication of how the £892k provided for a “Scrub my Streets” initiative will be deployed nor does it detail how this can be aligned to the purpose envisaged in the approved Conservative amendment to the Budget motion at February Council. Therefore, agrees that a specific report be provided to the August meeting of the Committee detailing the proposal and how it will be rolled out across the City.
- moved by Councillor Whyte, seconded by Councillor Munro

In accordance with Standing Order 22.13, Amendment 1, Amendment 2 and Amendment 3 were adjusted and accepted as addenda to the motion.

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To note the current street cleaning performances levels.
- 2) To note the action being progressed following Committee in October 2022.
- 3) To agree to not to proceed with the removal of the recycling site in Silverknowes. Officers to manage the site at an operational level to try reduce the anti-social issues, reporting progress via a Business Bulletin prior to the end of the year.
- 4) To note the breakdown of how the additional funding for 2024/25 would be allocated in order to deliver improvements in the performance of the cleaning service.
- 5) To note that significant numbers of streets, particularly in the most deprived areas of SIMD, had significant weed growth, sustained by detritus that acted as a growing medium.
- 6) To request a Business Bulletin update in one cycle in respect of:
 - Actions to be taken to clean and improve the appearance of our streetscapes by removal of weeds and associated detritus
 - Ongoing maintenance programme to prevent future build-up of weeds as currently experienced.
- 7) To note that, despite indications otherwise in paragraph 3.5 of the report by the Service Director - Operational Services, the report gave no indication of how the

£892k provided for a “Scrub my Streets” initiative would be deployed nor did it detail how this could be aligned to the purpose envisaged in the approved Conservative amendment to the Budget motion at February Council. Therefore, to agree that a Business Bulletin update be provided to the August meeting of the Committee detailing the proposal and how it would be rolled out across the City.

(Reference – report by the Service Director - Operational Services, submitted.)

12. Safety of Council Heavy Operated Vehicles – referral from the Governance, Risk and Best Value Committee

The Governance, Risk and Best Value Committee had referred a report on safety of council operated heavy vehicles to the Transport and Environment Committee for information.

Motion

To note the report.

- moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment

- 1) To note the report.
- 2) To request a business bulletin update at the committee’s first meeting of 2025 to:
 - a) confirm the progress made in ensuring the entire refuse fleet is fitted with AEBS technology and
 - b) provide information on the other areas being explored as described in 4.14 and 4.18 of the report.
- moved by Councillor Lang, seconded by Councillor Dijkstra-Downie

In accordance with Standing Order 22.13, the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To note the report.
- 2) To request a business bulletin update at the committee’s first meeting of 2025 to:
 - a) confirm the progress made in ensuring the entire refuse fleet was fitted with AEBS technology; and
 - b) provide information on the other areas being explored as described in paragraphs 4.14 and 4.18 of the report by the Executive Director of Place.

(References – Governance, Risk and Best Value Committee of 4 June 2024 (item 8); report by the Executive Director of Corporate Services, submitted.)

13. Motion by Councillor Bandel – Tables and Chairs Permit – minimum clear zones

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

- 1) To note that the Council affords businesses that sell food and/or drink the opportunity to place tables and chairs outside in a public area by means of Section 59 of the Roads (Scotland) Act 1984 (permitted obstruction of a public road).
- 2) To note that Edinburgh Street Design Guidance factsheet P3 Footways (version 1.1, last updated 2018) sets out minimum clear zones where tables and chairs permits are requested, that these set out a preferred clear zone in areas of high footfall of 3m, a preferred minimum of 2m and an absolute minimum of 1.5m.
- 3) To note that some recent applications for a tables and chairs permit have been approved with only 1.4 metres of the pavement clear.
- 4) To requests officers to bring forward within two cycles a report on the implementation of tables and chairs permits, including, but not limited to, the following:
 - 4.1) A list of Tables and Chairs Permits granted in the last 12 months, and in each case setting out the minimum clear zone approved, and where this falls below the preferred or absolute minimums, the reason for this;
 - 4.2) A map, or list of roads as appropriate, which are considered to have 'high pedestrian flows' for the purposes of factsheet P3, and which should therefore benefit from minimum clear zones of 3m;
 - 4.3) Any recommended adjustments to factsheet P3 or to relevant procedure documents, to ensure that both policy and procedure are respecting the transport hierarchy, are providing adequate space for disabled people, those with limited mobility and those with buggies, and which are consistent.

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

Amendment 1

- 1) To note that the Council affords businesses that sell food and/or drink the opportunity to place tables and chairs outside in a public area by means of Section 59 of the Roads (Scotland) Act 1984 (permitted obstruction of a public road).
- 2) To note that Edinburgh Street Design Guidance factsheet P3 Footways (version 1.1, last updated 2018) sets out minimum clear zones where tables and chairs permits are requested, that these set out a preferred clear zone in areas of high footfall of 3m, a preferred minimum of 2m and an absolute minimum of 1.5m.
- 3) To note that some recent applications for a tables and chairs permit have been approved with only 1.4 metres of the pavement clear.
- 4) To requests officers to bring forward within two cycles a report on the implementation of tables and chairs permits, including, but not limited to, the following:

- 4.1) A list of Tables and Chairs Permits granted in the last 12 months, and in each case setting out the minimum clear zone approved, and where this falls below the preferred or absolute minimums, the reason for this;
 - 4.2) A map, or list of roads as appropriate, which are considered to have 'high pedestrian flows' for the purposes of factsheet P3, and which should therefore benefit from minimum clear zones of 3m;
 - 4.3) Any recommended adjustments to factsheet P3 or to relevant procedure documents, to ensure that both policy and procedure are respecting the transport hierarchy, are providing adequate space for disabled people, those with limited mobility and those with buggies, and which are consistent.
 - 4.4) Notes that the URL for 'the City of Edinburgh Council's Tables and Chairs Applying for a Permit: Consent Guidelines and Terms and Conditions, April 2016' contained in the Edinburgh Street Design Guidance factsheet P3 Footways is a dead link and requests that this is rectified.
- 5) To note that tables and chairs licence holders pay a license application fee which covers the costs of the process and that these are regulated; and notes further that this is in contrast to some retailers, particularly in the city centre, who obstruct pavements with product display stands and other street clutter, without paying for or applying for a licence to do so and which therefore has an unregulated nature.
 - 6) To request therefore that the report also covers measures which can be pursued to reduce this nuisance.
- moved by Councillor Aston, seconded by Councillor Dobbin

Amendment 2

- 1) To note that the Council affords businesses that sell food and/or drink the opportunity to place tables and chairs outside in a public area by means of Section 59 of the Roads (Scotland) Act 1984 (permitted obstruction of a public road).
- 2) To note that Edinburgh Street Design Guidance factsheet P3 Footways (version 1.1, last updated 2018) sets out minimum clear zones where tables and chairs permits are requested, that these set out a preferred clear zone in areas of high footfall of 3m, a preferred minimum of 2m and an absolute minimum of 1.5m.
- 3) To note that some recent applications for a tables and chairs permit have been approved with only 1.4 metres of the pavement clear.
- 4) To requests officers to bring forward within two cycles a report on the implementation of tables and chairs permits, including, but not limited to, the following:
 - 4.1) A list of Tables and Chairs Permits granted in the last 12 months, and in each case setting out the minimum clear zone approved, and where this falls below the preferred or absolute minimums, the reason for this;

- 4.2) A map, or list of roads as appropriate, which are considered to have 'high pedestrian flows' for the purposes of factsheet P3, and which should therefore benefit from minimum clear zones of 3m;
 - 4.3) Any recommended adjustments to factsheet P3 or to relevant procedure documents, to ensure that both policy and procedure are respecting the transport hierarchy, are providing adequate space for disabled people, those with limited mobility and those with buggies, and which are consistent.
- 5) To agree to refer this motion to the Regulatory Committee for information given its role in determining applications where there is a recommendation for refusal by the Director of Place requesting that gives due consideration to the terms of this motion.
 - 6) To agree to refer this to the Planning Committee given that the Edinburgh Street Design Guidance requires to be incorporated into the Edinburgh Design Guidance which is determined by the Planning Committee noting the request that factsheet P3 is reviewed.
- moved by Councillor Whye, seconded by Councillor Munro

In accordance with Standing Order 22.13, Amendment 1 and Amendment 3, as adjusted were accepted as addenda to the motion.

Decision

To approve the following adjusted motion by Councillor Bandel:

- 1) To note that the Council afforded businesses that sold food and/or drink the opportunity to place tables and chairs outside in a public area by means of Section 59 of the Roads (Scotland) Act 1984 (permitted obstruction of a public road).
- 2) To note that Edinburgh Street Design Guidance factsheet P3 Footways (version 1.1, last updated 2018) set out minimum clear zones where tables and chairs permits were requested, that these set out a preferred clear zone in areas of high footfall of 3m, a preferred minimum of 2m and an absolute minimum of 1.5m.
- 3) To note that some recent applications for a tables and chairs permit had been approved with only 1.4 metres of the pavement clear.
- 4) To request officers to bring forward within two cycles a report on the implementation of tables and chairs permits, including, but not limited to, the following:
 - 4.1) A list of Tables and Chairs Permits granted in the last 12 months, and in each case setting out the minimum clear zone approved, and where this fell below the preferred or absolute minimums, the reason for this.
 - 4.2) A map, or list of roads as appropriate, which were considered to have 'high pedestrian flows' for the purposes of factsheet P3, and which should therefore benefit from minimum clear zones of 3m.

- 4.3) Any recommended adjustments to factsheet P3 or to relevant procedure documents, to ensure that both policy and procedure were respecting the transport hierarchy, were providing adequate space for disabled people, those with limited mobility and those with buggies, and which were consistent.
- 4.4) Notes that the URL for 'the City of Edinburgh Council's Tables and Chairs Applying for a Permit: Consent Guidelines and Terms and Conditions, April 2016' contained in the Edinburgh Street Design Guidance factsheet P3 Footways was a dead link and to request that this be rectified.
- 5) To note that tables and chairs licence holders paid a license application fee which covered the costs of the process and that these were regulated; and to note further that this was in contrast to some retailers, particularly in the city centre, who obstructed pavements with product display stands and other street clutter, without paying for or applying for a licence to do so and which therefore had an unregulated nature.
- 6) To request therefore that the report also covers measures which could be pursued to reduce this nuisance.
- 7) To agree to refer the motion to the Regulatory Committee for information given its role in determining applications where there is a recommendation for refusal by the Director of Place requesting that gives due consideration to the terms of this motion.

14. Internal Audit Update Report: June 2024 – Referral from the Governance, Risk and Best Value Committee

The Governance, Risk and Best Value Committee had referred an internal audit update report to the Transport and Environment Committee for information.

Decision

- 1) To consider the significant concerns that the Governance, Risk and Best Value Committee had for service delivery implications within the Transport and Environment Committee's area of responsibility were a cyber-attack or other incident affecting business continuity to take place.
- 2) To note a follow-up report would also be referred at a later date.

(References – Governance, Risk and Best Value Committee of 4 June 2024 (item 5); report by the Executive Director of Corporate Services, submitted.)

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Transport and Environment Committee

10.00am, Thursday 15 August 2024

Work Programme 2024/25

Executive/routine	N/A
Wards	N/A

1. Recommendations

- 1.1 To approve the Transport and Environment Committee Work Programme for 2024/25.

Dr Deborah Smart

Executive Director of Corporate Services

Contact: Rachel Gentleman, Committee Services Manager

E-mail: rachel.gentleman@edinburgh.gov.uk | Tel: 0131 529 4264

Report

Work Programme 2024/25

2. Executive Summary

- 2.1 This report seeks approval of the committee work programme for 2024/25 following a workshop held with members in June 2024.

3. Background

- 3.1 Council agreed in September 2023 to trial a new format for executive committee work programmes. These would be informed by workshops with committee members and aimed to help committees to plan and manage their workload and give a clear steer to officers of the main priorities of the committee. Members would have the opportunity at the workshops to suggest amendments and additions to the work programme while directors could inform members of any impact on capacity for additional work.
- 3.2 At the end of the year a new workshop would take place to self-assess the past year's achievements and plan for the new year in advance of a committee annual report. Council agreed the approach should be trialled for a year with a review of its effectiveness taking place thereafter.

4. Main report

- 4.1 A workshop was held with Transport and Environment Committee members and relevant officers on 10 June 2024. A proposed work programme was circulated in advance and comments invited from members at the meeting.
- 4.2 During discussion, members raised a number of points regarding the length of meetings and how business may be better managed both prior to and during meetings. Improved engagement with members in advance of strategic reports and guidance on how best members could feed into these prior to presentation of reports to committee could prevent ward-specific issues being submitted as amendments which lead to additional resource implications and time at committee. Clearer information on the justification for report proposals could also reduce amendments requesting additional information which add to officer workload pressures.

- 4.3 Members acknowledged the 40 minute time limit for each item helps focus discussion but that some reports, such as major projects, require more time than others. Officers would consider the scheduling of reports to prevent too many reports of this nature being presented to one meeting. The use of the business bulletin is helpful for information requests but is not always appropriate.
- 4.4 Members considered the 4-week cycle of the committee and it was agreed this would be kept under review and amended if the workload supported a reduction in the number of meetings in future.
- 4.5 There were also questions regarding the remit of the committee where some issues, for example crematoriums and public toilets, may be better suited to a different committee. The next review of the Committee Terms of Reference will consider and recommend changes where appropriate.
- 4.6 Amendments may be made to the work programme where required to accommodate additional requests from committee or the Council. These updates will be included in the work programme presented to each Committee and will be reported in the annual report on the Committee Work Programme.
- 4.7 Additionally, officers agreed to consider whether member briefings which were not confidential could be published online to make them easier for councillors to locate and direct members of the public to additional information. This could help reduce the number of enquiries sent to officers for response.

5. Next Steps

- 5.1 A further workshop will be held in May 2025 to review progress against the approved work programme and self-assess the committee's achievements. A review of this process will be undertaken for a decision to be made on whether to continue this approach.

6. Financial impact

- 6.1 There is no financial impact arising from this report.

7. Equality and Poverty Impact

- 7.1 Equalities impacts arising from committee business will continue to be considered as part of the council's overall governance and political management frameworks.

8. Climate and Nature Emergency Implications

- 8.1 There are no climate or environmental impacts arising from this report.

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

- 9.1 The revised work programme process should have a positive impact on executive committee governance arrangements by encouraging discussion between members and officers and improving forward planning. The review which will be undertaken after the trial period in May 2025 will allow improvements to be identified and incorporated into any future approach.
- 9.2 Failure to appropriately plan executive committee business can increase risk to the council. The revised process will ensure consistency across committees and directorates.

10. Background reading/external references

- 10.1 [Minute of City of Edinburgh Council, September 2023](#)
- 10.2 [City of Edinburgh Council, September 2023, webcast](#)
- 10.3 [Governance Documentation](#), September 2023

11. Appendices

- 11.1 Appendix 1 – Transport and Environment Committee Work Programme 2024/25

Transport and Environment Committee Work Programme

15 August 2024

Date	Type	Item
August 2024	Regular Reports	• Strategic Review of Parking Annual Update • Local Improvement Plan Annual Update (including modal filters in residential neighbourhoods) • Transport ALEOs Annual Update
	Other items	• Edinburgh St James – Experimental Traffic Regulation Order • Edinburgh Bus Station (B Agenda) • Ellersly and Kinellan Roads update • 7-7-7 Bus Lane Trial • Travel Tracker Update (BB)
September 2024	Regular Reports	•
	Other items	• Princes Street Waverley Strategy – draft for consultation (this will follow a report to Planning Committee so may be delayed) • Active Travel Investment Programme Update • George Street and First New Town • Tables and Chairs Permits

		• Speed Limits – Rural Roads • Decriminalised Parking Contract Update (BB) • Travel Tracker Update (BB) • Supported Bus Services Update (BB) • Meadows to Union Canal (BB) • Corstorphine Connections Update (BB) • Edinburgh City Centre Transformation and A Circulation Plan for Edinburgh (BB) • Reusing Items (BB)
October 2024	Regular Reports	• Revenue Monitoring – Year End and Month 3
	Other items	• Extended Producer Responsibility and HWRC operations • Taxicard – Future Service Options • Trams to Newhaven Update (this may be a Business Bulletin) • Green Street Bus Route • Cycle Hire Scheme Update • Incorrect Parking on the Tram Route • Leith to Holy Rood High School – Lothian Buses Response • Annual update on car kilometers (BB) • Travel Tracker Update (BB) • Supported Bus Services Update (BB)
November 2024	Regular	• Flooding – Annual Update (including Climate Ready Craigleith and flood defences)

	Reports	• Communal Bin Programme Update including bin hub noise mitigation • Use of Glyphosate Annual Update (BB)
	Other items	• Public Toilets in Town Centres • Closure of Radical Road, Holyrood Park • George Street and First new Town – Cycle Link Update • School Travel Plan Review • Travel Tracker Update (BB) • Supported Bus Services Update (BB)
December 2024	Regular Reports	• Revenue Monitoring – Month 5 • Cleansing Performance Report
	Other items	• Supported Bus Services Route Development Lessons Learned • Accident Investigation and Prevention Approach • 20mph Speed Limit Implementation Plan • Coastal Defences • Parking Prohibition Update • Pedestrianisation of Elm Row • Strategic Review of Parking Update • Silverknowes Recycling Centre (BB) • Decriminalised Parking Contract Update (BB)
January 2025	Regular Reports	• Network Management and Enforcement – Policies (followed by an annual update)

		• Major Junctions Review – Annual Update • Air Quality Annual Update • Revenue Monitoring – Month 7
	Other items	• Travelling Safely – Braid Road and Comiston Road • EV Charging Update (BB) • Safety of Council Heavy Operated Vehicles (BB)
March 2025	Regular Reports	•
	Other items	• CCWEL • Leith Connections Update • Major Junctions Update (including Bus Shelter Design) • Accessibility Commission Update (BB)
April 2025	Regular Reports	• City Mobility Plan – Annual Update • Roads and Infrastructure Investment Programme – Annual Update • Road Safety Plan – Annual Update (including School Travel Plan Review Update)
	Other items	• Decriminalised Parking Enforcement Contract – Tendering Approach • CCWEL – 12 month update • Leith Connections Update • Accessibility Commission Annual Update (BB)

		• Cammo Road – Trial Closure Update (BB)
May 2025	Regular Reports	• Neighbourhood Environmental Services Policies – Annual Update •
	Other items	•
June 2025	Regular Reports	• Parking Prohibitions Annual Update (including Gilmore Place) • Transport and Environment Committee – Annual Performance Review • Communal Bin Programme Update
	Other items	•

Other Items to be confirmed

- Whitehouse Road
- Tollcross Clock
- Zebra Markings for Side Streets
- Parking Permits for Healthcare Workers and Carers (late 2025)
- Transport Asset Management Plan (2027)
- Draft Detailed Design Guidance for Future Tram Projects

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Rolling Actions Log

Transport and Environment Committee

15 August 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	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	19.06.2025		This will be reviewed again now that the regulations for footway parking are in effect and an update will be provided in the annual update on parking Prohibitions in June 2025. Previous update - 31 March 2022. Committee agreed to keep this action open for a further update to be provided.
2	28-01-21	Strategic Review of Parking – Results	Agrees to introduce garage permits as set out in para 4.30,	Executive Director of Place	12.12.2024		This will be incorporated into a

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Phase 1 Consultation and General Update	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.	Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk			future report on the Strategic Review of Parking by December 2024.
3	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: Hannah Ross Hannah.ross@edinburgh.gov.uk	By 12.12.2024		This will follow the Trams to Newhaven Project Update in April 2024. Previous updates: 12 October 2023 ; 31 March 2022 .
4	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: Andrew Easson andrew.easson@edinburgh.gov.uk	12.09.2024		It is proposed to report back to Committee on this project as part of a review of active travel investment.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
5	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 act commencement by the end of 2021.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	2025		Links to actions 70 (9a and 9b). Previous updates: 3 November 2022 ; 20 April 2023 and 25 April 2024 . Craigs Road is expected to close shortly for up to 9 months.
6	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	12.09.2024		
7	11-11-21	Active Travel Measures – Travelling Safely Updates	To request a particular focus from officers to monitor the impact of the proposed changes to the active travel and public transport environment across the area that includes Braid Road and Comiston Road and to report	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk	Early 2025		This will form part of the monitoring strategy for the Travelling Safely measures. Update report - 17.08.2023 .

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			back to the Transport and Environment Committee within one year.				
8	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	14.11.2024		A progress update on the School Travel Plan Review was provided on 23 May 2024 and a briefing note was circulated to Committee members on 27.03.2024. Previous updates: 28 January 2021 ; 17 June 2021 ; 8 December 2022 ; 2 March 2023 ; 15 June 2023 ; 12 October 2023
9	17-03-22 Council	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	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	Autumn 2024		Previous updates: 14 September 2023 .

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the number of people choosing sustainable transport to events, in advance of implementation of changes to car parking.				
10	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 creation of the Road Safety Action Plan.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	14.11.2024		A progress update on the School Travel Plan Review was provided on 23 May 2024 and a briefing note on the School Travel Plan Review was circulated to Committee members on 27.03.2024. Previous updates: 28 January 2021 ; 17 June 2021 ; 8 December 2022 ; 2 March 2023 ; 15 June 2023 ; 12 October 2023
11	31.03.22	Motion by Councillor Neil Ross - Call for Action on Zebra	To therefore, approve proceeding with a study to monitor the operation of existing low cost	Executive Director of Place Lead Officer: Andrew	On-going		Committee are updated regularly on this activity however

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Markings for Side Streets	zebra crossings in Edinburgh, at locations that were not on the public road network. To agree that an update report be provided to Committee in six months on the outcomes of the study.	Easson andrew.easson@edinburgh.gov.uk			there is currently no expected completion date. Previous updates: 7 March 2024 ; 14 September 2023 ; 2 March 2023 ; 6 October 2022
12 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	14.11.2024		A progress update on the School Travel Plan Review was provided on 23 May 2024 and a briefing note on the School Travel Plan Review was circulated to Committee members on 27.03.2024.
12 B	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	14.11.2024		Previous updates: 28 January 2021 ; 17 June 2021 ; 8 December 2022 ; 2 March 2023 ; 15 June

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							2023 ; 12 October 2023
13	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 the N6.	Executive Director of Place Lead officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	Early 2025		An update is provided in the Strategic Review of Parking Monitoring Update for Committee on 15.08.2024, with confirmation that a public consultation with residents is planned.
14	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: Ruth White ruth.white@edinburgh.gov.uk	Date to be added once design timeline is available		The first external engagement session took place on 29.05.2024. Previous update: 17.08.2023 . A date to return to Committee will be added once the timeline for

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							stakeholder engagement is confirmed.
15	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 reference to this route to/from school.	Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	14.11.2024		An officer from the Road Safety team met with the Chair of the Residents' Association on 10 June 2024 to discuss speed survey information, further use of vehicle actuated signage and other local matters. It was agreed to consider various matters in the area. Officers will continue remote speed monitoring. (Surveyed speeds are currently considered to be below Committee approved intervention levels). Previous update: 12.10.2023 . Vehicle Activated Signs to be

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							installed (on rotation) on Brighton Place.
			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	June 2023	Closed June 2023 An update on this was included in the Business Bulletin on 15 June 2023.
16	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	Summer 2024		A briefing took place on 01.07.2024. The information provided by Lothian Buses will be circulated to Committee members.
			2) To request a briefing for members on the progress against Service Level	Executive Director of Place Lead Officer: Hannah	15.08.2024		Recommended for closure

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Agreements; and include more of this detail in the next report to Committee.	Ross Hannah.ross@edinburgh.gov.uk			This is included in the Council Transport Arms Length External Organisations Update on 15.08.2024.
17	20.04.23	Major Junctions Review Update	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 additional housing.	Executive Director of Place Lead Officer: Gavin Brown and Hannah Ross gavin.brown@edinburgh.gov.uk / hannah.ross@edinburgh.gov.uk	06.03.2025		Previous Update on Major Junctions Review 11.01.2024 and 25.04.24 .
			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	October 2023	Closed October 2023 An update was included in the Road Safety Delivery Plan report on 12.10.2023
18	20.04.23	Emergency Motion by Morningside Ward	Extract of motion with actions:	Executive Director of Place	15.08.2024		Recommended for

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Councillors – Canaan Lane	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.	Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk			closure An update is provided in the Business Bulletin for Committee on 15.08.2024 with details of the timescales and next steps. Previous update: 12.10.2023
19	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	Post-Summer Recess		The legal agreements for each landowner are currently being drafted.
			2) To note a briefing note to be circulated in relation to	Executive Director of Place	23 June 2023	August 2023	Closed September 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Action 57 (Motion by Councillor Cowdy – Better Buses for Ratho) with an update on progress.	Lead officer: Daisy Narayanan Daisy.naryanan@edinburgh.gov.uk			This action was addressed in a report to Committee on 17.08.2023
20	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	September 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	September 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	14.11.2024		A progress update on the School Travel Plan Review was provided on <u>23 May 2024</u> and a briefing note on the

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			School Travel Plan Review was circulated on 27.03.2024. Previous update: 12.10.2023
21	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	Progress from Spring 2024		Previous updates: 25.04.2024 ; 11.01.2024 ; 12.10.2023
			2) To request that officers investigate potential monitoring and enforcement tools as part	Executive Director of Place Lead Officer: Gavin Brown	06.03.2025		This will be considered as part of the design review for Major Junctions

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			of the medium-term junction redesign works.	gavin.brown@edinburgh.gov.uk			Previous updates: 25.04.2024 ; 11.01.2024 ; 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	Anticipated start date 2025/26		Previous updates: 25.04.2024 ; 11.01.2024 ; 12.10.2023
22	15.06.23	Response to Motion by Councillor Burgess – Sciennes	1) To note a further update would be provided following the conclusion of the public advertising stage of the Traffic Regulation Order	Executive Director of Place Lead Officer: Gavin Brown	15.08.2024		Recommended for closure The TRO came into effect on 15 July 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Primary Playground on Sciennes Road	process for a permanent closure.	gavin.brown@edinburgh.gov.uk			New yellow lines expected to be completed during the 2024 summer holiday. New traffic signs to be installed in autumn 2024.
			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	April 2024		Closed June 2024 This TRO was advertised in April 2024 and is expected to be made by the end of June 2024.
			3) To agree that council officers shared the current TRO documentation with the parent council and that the Parent council and school were consulted about the final design/streetscape for the TRO and the adjoining school street scheme.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	April 2024		Closed April 2024 This information was shared in Autumn 2023.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			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. To request that to inform this discussion, council legal officers and their advisors examine the most recent communication from the Parent Council's legal advisor concerning fully closing the road at certain times and provide an official	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk			Closed March 2024 A response from the Council's Legal Services team has been provided following examination of the Parent Council's legal advice.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			response to the parent council.				
23	17.08.23	Response to motion by Councillor McFarlane – Tollcross Clock	To request a briefing note on the impact on safe routes to schools.	Executive Director of Place Lead officer: Gavin Brown – gavin.brown@edinburgh.gov.uk	14.11.2024		An update will be provided when the School Travel Plan is available. A progress update on the School Travel Plan Review was provided on 23 May 2024 .
24	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: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	23.05.2024	May 2024	Closed May 2024 A report on the outcome of tendering considered on 23.05.2024 Previous updates: 25.04.2024 ; 7 March 2024 ; 14 September 2023 ; 12 October 2023 ; 16 November 2023 ; 11 January 2024 ; 01.02.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			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 formal procurement process, including examining whether input from officers with expertise in procurement can be utilised; - and that officers explore opportunities linking to local businesses and organisations, including RBS, Lost Shore and the Council-owned Edinburgh International Climbing Arena.		01.02.2024		Closed March 2024 The Dynamic Purchasing System for Supported Buses was approved by Finance and Resources Committee on 25.01.2024. The latest update was included in the Business Bulletin on 07.03.2024 Previous updates: 14 September 2023; 12 October 2023; 16 November 2023; 11 January 2024; 01.02.2024
			3) To further request that full use be made of the large		23.05.2024		Closed May 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			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.				A report on the outcome of tendering considered on 23.05.2024 Previous updates: 25.04.2024; 7 March 2024; 14 September 2023; 12 October 2023; 16 November 2023; 11 January 2024; 01.02.2024
			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		25.01.2024		Closed April 2024 The Dynamic Purchasing System for Supported Buses was approved by Finance and Resources Committee on 25.01.2024. The latest update was included in the Business Bulletin on 07.03.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			inform the Committee and relevant ward councillors at the earliest possible stage if this timetable would not be achieved.				Previous updates: 14 September 2023 ; 12 October 2023 ; 16 November 2023 ; 11 January 2024 ; 01.02.2024
			5) To request monthly Business Bulletin updates at future Committee meetings with the next one outlining delivery milestones.		Autumn 2024		Regular updates will be provided until the final supported bus service contract is awarded. Previous updates: 20.06.24; 23.05.24 ; 25.04.2024 ; 7 March 2024 ; 14 September 2023 ; 12 October 2023 ; 16 November 2023 ; 11 January 2024 ; 01.02.2024
25	14.09.23	Phased Reduction in Use of Glyphosate	1) Committee explores an accelerated timescale for the phasing out of glyphosate use for the control of weeds on our	Executive Director of Place Lead officer: Andy Williams	23.05.2024	May 2024	Closed May 2024 An interim policy was included in the Neighbourhood

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			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).	andy.williams@edinburgh.gov.uk			Environmental Services policy assurance update on 23.05.2024
			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	01.02.2024	February 2024	Closed February 2024 An update was included in the Business Bulletin on 01.02.2024

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	30.06.2024		Links to action 69(2) Recommended for closure This information was circulated on 19.06.2024
			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	14.11.2024		A progress update is provided in the Business Bulletin for Committee on 15.08.2024
			5) To agree the Convener would write to SEPA to request any information they hold on water quality.	Convener Lead officer: Alastair Roden alastair.roden@edinburgh.gov.uk			Closed January 2024 The Convener has written to SEPA.
			6) To agree the Convener would write to the Scottish	Convener Lead officer: Alastair			Closed January 2024 The Convener has

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Government to note the Council's progress in the phasing out of glyphosate use and request that they consider further regulations.	Roden alistair.roden@edinburgh.gov.uk			written to the Scottish Government.
26	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: • improvements to accessibility; • improvements to connectivity (preventing double parking, etc.);	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024	January 2024	Closed January 2024 An update was included in the meeting papers for Committee on 11.01.2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			- 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; - 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.				
			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 this committee when it is	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	On-going		Closed January 2024 This now forms part of the programme of work for TROs

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			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			Closed January 2024 This action has been completed
			4) Agrees that the monitoring report set out in 5.2 should	Executive Director of Place	Autumn		An update is provided in the Strategic Review

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			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.	Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	2024		of Parking report on the agenda on 15.08.2024
			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		Closed January 2024 An report was included in the meeting papers for Committee on 11.01.2024.
27	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	August 2024		This briefing will be circulated before the end of August 2024.
			2) To confirm whether any safety measures could be	Executive Director of Place	01.02.2024		Closed February 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			made at the steep steps and slope at Greenside Row.	Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk			An update was included in the Business Bulletin on 01.02.2024
			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	25.04.2024		Closed April 2024 A briefing for ward Councillors on the handover arrangements took place in December 2023.
28	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	15.08.2024		Recommended for closure A report is included on the agenda for Committee on 15.08.2024
29	14.10.23		1) Council officers will draft revisions to all relevant documentation including	Executive Director of Place Lead Officer: Hannah	On-going		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Reform of the Council's Transport Companies	the shareholder agreement and operating contract.	Ross Hannah.ross@edinburgh.gov.uk			
			2) 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	Executive Director of Place Lead Officer: Hannah Ross Hannah.ross@edinburgh.gov.uk	On-going		Previous update 11.01.2024 .
			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		Closed January 2024 An update was included in the Business Bulletin for Committee on 11.01.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
30	14.10.23	Speed Limits Review - 20mph	1) To present a report to Committee in February 2024, alongside the first review of the City Mobility Plan and the associated action plans and to include information; - 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.	Executive Director of Place Lead Officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	12.12.2024		An update on this is included in the Road Safety Delivery Plan report for Committee on 25.04.2024. Officers are currently in discussion with public transport operators to finalise the proposed TRO. An update on the final proposal will be provided in late 2024.
			2) To note the points made by Friends of Prestonfield Primary School in their	Executive Director of Place Lead Officer: Gavin Brown	12.12.2024		An update on this is included in the Road Safety Delivery Plan report for Committee on 25.04.2024. This

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			written deputation and asks that: - 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).	Gavin.brown@edinburgh.gov.uk			highlights that promotion of 20mph speed limits adjacent to schools in the city will be considered.
			3) To circulate the consultation responses to members	Executive Director of Place Lead Officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	25.04.2024		Closed April 2024 Consultation responses have been circulated

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
31	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: Andrew Easson andrew.easson@edinburgh.gov.uk	12.09.2024		An update is included in the Road Safety Delivery Plan for 2024/25 and a substantive update will be provided to committee in the Active Travel Investment Programme report in August 2024.
32	16.11.23	Implementing the new Parking Prohibitions	1) To provide via a Business Bulletin once 10 weeks of data was available: a) Weekly enforcement requests by Ward. b) Weekly fines issued by Ward. c) a note on the feasibility of using all of any additional income for improvements to footpaths (e.g., installing	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	15.08.2024		Recommended for closure A report on this is included on the agenda for Committee on 15.08.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			dropped kerbs and cutting clutter)				
			2) Officers to circulate a briefing note to all councillors when data was available (expected by May 2024) detailing: - Where TROs and other interventions are planned - What the timeline for TROs and other interventions is - Appendix D of the footway parking assessment project outcome report which details the streets categorised as 'red' - the list of 'red' category streets, broken down by ward, be provided to elected members by way of a members' briefing.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	15.08.2024		Recommended for closure A report on this is included on the agenda for Committee on 15.08.2024
			3) Requests that Council communication on the new		December	January	Closed January 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			parking prohibitions should start as soon as possible, before the 11 December 2023, to make people aware of changes to discourage pavement parking, double parking and parking at dropped kerbs		2023	2024	Communications began immediately following Committee
			4) Further requests that the Council will, when carrying out next steps [5.1 – 5.3] continue to work with disabled people's organisations, RNIB, Living Streets and other groups who are adversely affected by inconsiderate parking.		This is an on-going action	May 2024	Closed May 2024 The service engages regularly with the groups listed and others.
			5) Officers to circulate to committee members the statutory exemptions and a map for showing the red, amber and green streets.	Executive Director of Place Lead officer: Gavin Brown	29.01.2024	February 2024	Closed February 2024 This information was published on the Council website .

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
				gavin.brown@edinburgh.gov.uk			
33	16.11.23	Supported Bus Services	1) At 5.1 it is noted that officers will continue to refine proposals, notes more generally that no information has been provided on how any of these routes proposed for tender have been devised and agrees that this will be included in the Business Bulletin update to the February Transport and Environment Committee. 2) Officers should, as part of the budget setting process, provide political groups with the necessary financial information that would allow the Council to consider funding an additional service to/from Dumbiedykes.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	01.02.2024	February 2024	Closed February 2024 This information was included in the Business Bulletin on 01.02.2024 Closed March 2024 Information provided in advance of the budget decision on 22.02.2024 and additional funding allocated. An update on this was included in the Business Bulletin

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							on 07.03.2024
			3) To agree that, once tenders are appointed and bus services are operational, officers should return to an appropriate committee in 2024 with a 'lessons learned' report, which sets out an improved process for agreeing supported bus routes in future.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	12.12.2024		
			4) Officers will continue to review and refine the proposed supported bus service routes in preparation for tendering under the DPS.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	25.01.2024	February 2024	Closed February 2024 The DPS was approved on 25.01.2024 and update on routes was provided in the Business Bulletin on 01.02.2024
			5) Agrees reviews and refinements should	Executive Director of Place	25.01.2024	February 2024	Closed February 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			prioritise increased frequency of service, aiming to achieve at least a half-hourly frequency and Sunday services; and Phasing for tendering under the DPS should start with new routes such as a Ratho A71 service.	Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk			The DPS was approved on 25.01.2024 and update on routes was provided in the Business Bulletin on 01.02.2024
34	16.11.23	Public Toilets	1) Director of Place to discuss with the EICC Board the potential of opening the hotel toilets to the public.	Executive Director of Place Lead officer: Paul Lawrence paul.lawrence@edinburgh.gov.uk	On-going		Closed April 2024 This has been discussed with the Chief Executive of EICC.
			2) To progress a proposal for a new public toilet, including Changing Places facilities, in town centres and communicate this to Committee members	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	14.11.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			within no later than 12 months.				
			3) To include progress on provision of public toilets in Gorgie in any future update to the Committee regarding the Gorgie-Dalry 20 Minute Neighbourhood project.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	14.11.2024		
35	16.11.23	Parking Permits for Places of Worship	Agrees the ongoing monitoring set out at paragraph 5.2 should reflect the fact that some places of worship serve large areas and their main day of worship and/or fellowship is not a Sunday, and therefore have different parking pressures to those which typically meet on a Sunday. As part of this the demand for Class 10 parking permits should be evaluated, and the Edinburgh Interfaith Association consulted on any conclusions drawn.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	Early 2025		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
36	16.11.23	Granton Waterfront – Investigation of Parking Controls - Update	Requests: • That since only 48 consultation responses were received, information on how to improve community engagement in this area is welcome in future updates to Committee; • When available, a briefing to Committee members on updated statistics of city-wide household composition by car or van availability • Information on how we can move from ‘car-light’ to ‘car free’ approaches in order to substantially decrease car use and dependency in new developments and surrounding areas which will help the Council towards the city’s net zero goals	Executive Director of Place Lead officer: Sat Patel Satyam.patel@edinburgh.gov.uk			This action is currently being progressed and an expected completion date will be added when available.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
37	16.11.23	Cleansing Performance Report	Notes paragraph 4.17 of the report and that, in a February 2020 report to committee, officers agreed to “investigate the feasibility and costs of reopening Braehead HWRC in the 2021-2022 financial year”; recognises that the COVID-19 pandemic understandably meant this work did not happen as planned; requests that this detailed analysis is undertaken with a report back to committee in the next Cleaning Performance Report.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	12.09.2024		This briefing note is currently being prepared.
38	16.11.23	Motion by Councillor Munro – New Style Bus Trackers (see agenda)	1) Requests a briefing note, written in consultation with Lothian Buses, to be provided as soon as possible giving the following information: o Why, given the new screens were supposed to provide multi real time passenger	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	Autumn 2024		From Committee of 7 March: See 64 (2) Monthly updates are now provided. Previous Updates: 07.03.2024; 25.04.2024; 23.05.2024;

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			information, this is not happening? - o 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? - o Who made the decision to take the 'due bus' information off the trackers and the reasoning behind this? - o 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?				20.06.2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			- o Are the bus stop screens able to show a date? - o Information on why there is no longer notice of wheelchair space(s) available on buses and how quickly this can be rectified, and if necessary, at what cost?				
			2) Understands that the content of the briefing note requested will need to be agreed with bus operators. To note that the bus tracker app continues to provide unreliable information too frequently and that Lothian Buses are engaged in creating a replacement app which is intended to cope better with roadworks and changing traffic conditions to ensure that better real	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	07.03.2024		It was agreed on 07.03.24 this action would remain open to check the decision and ensure circulation of all the requested information within the SNP addendum – now shown. Monthly updates are now provided. Previous Updates: 07.03.2024;

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			time information on bus arrivals is available for bus users. To request therefore that the briefing note includes an update from Lothian Buses on the progress towards a new bus tracker app.				25.04.2024 ; 23.05.2024 ; 20.06.2024.
39	14.12.2023 (Council meeting)	Motion by Councillor Mitchell – Telford and Hillhouse Junction (see agenda)	1) Asks officials that the next update being received by the Transport and Environment Committee in relation to the ‘Local Traffic Improvement Plans’ includes this junction with a view to urgently improve: a) Pedestrian safety and movements across and around the junction, b) Accessibility for those with reduced mobility and/or a visual impairment,	Executive Director of Place Lead officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	20.06.2024	April 2024	Closed April 2024 This was included in the Local Traffic Improvement Plan report on 25.04.2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			c) Improvements for cyclists travelling through the junction.				
			2) Agreeing, therefore, that this junction should therefore be considered as part of the Local Traffic Improvement Programme, the framework for which comes to TEC in Spring 2024.	Executive Director of Place Lead officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	April 2024	April 2024	Closed April 2024 This was included in the Local Traffic Improvement Plan report on 25.04.2024.
			3) Also agrees that officers will organise a briefing in the new year with the TEC Convener, Inverleith Ward councillors, Craighall Blackhall Community Council, Edinburgh Living Streets, Edinburgh Access Panel and Sight Scotland	Executive Director of Place Lead officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	15.08.2024		Recommended for closure A Business Bulletin update is included in the meeting papers for Committee on 15.08.2024, together with a recommendation for approval in the Local Traffic Improvement Programme report.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
40	11.01.24	Business Bulletin – Cycle Hire Scheme	To agree that a report would be brought to the April 2024 Transport and Environment Committee detailing how a concession could begin at the earliest possible opportunity. To agree that this report should be informed by a members' workshop.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		Following discussion with Transport Spokespeople, a workshop will be arranged following the summer recess.
41	11.01.24	Business Bulletin – Corstorphine Connections	1) To provide a briefing to committee members on processes and arrange a site visit to the City Operations Centre.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	07.03.2024		Closed March 2024 Visits to the City Operations Centre can be arranged by contacting Gavin Brown.
			2) Officers to include the analysis of the community feedback data in the report to committee in March and also include data on who was being issued with bus	Executive Director of Place Lead officer: Andrew Easson andrew.easson@edinburgh.gov.uk	12.09.2024		An update was included in the Business Bulletin on 07.03.2024 . A further update is expected in September 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
42	11.01.24	Major Junctions Review	gate fines (local residents or visitors).				
			3) To amend the wording on the Community feedback to ensure the views displayed matched the contents of the report.	Executive Director of Place Lead officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	07.03.2024	January 2024	Closed March 2024 This was agreed at Committee on 11.01.2024
			1) To agree a note is issued to Transport and Environment Committee / Local members on the likely timeline to complete the Kings Road junction works, and also information on what the current competing priorities are.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	25.04.2024	April 2024	Closed April 2024 Business Bulletin update provided on 25.04.2024
			2) To agree officers would provide regular written progress updates via email to the relevant communities starting in February (including councillors for wards 14 and 17, Portobello	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	30.04.2024		Recommended for closure A project note will be distributed towards the end of April 2024 with information on the

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			and Craigentenny/ Meadowbank community councils, and Spokes Party)). To agree these processes would commence as soon as practicable.				proposed design and updated project programme.
			3) To agree officers would work with political groups to identify where there are budget requirements in order to deliver the priorities identified in the Major Junctions Review, ahead of the 24/25 budget setting process.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	23.02.2024	April 2024	Closed April 2024 It was not possible to complete this for Budget 2024/25. The Business Bulletin update in April 2024 confirms that this will be progressed once there is clarity on the resources required and available for this programme.
43	11.01.24	East London Street	1) Recognising the importance of the 2018 Setted Street Policy, agree that there could be merit in setting aside the policy in respect of the specific circumstances for	Executive Director of Place Lead Officer: Sean Gilchrist sean.gilchrist@edinburgh.gov.uk			It is not possible to provide an anticipated completion date at present.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			those living on East London Street and instruct officers to begin the required engagement exercise, including heritage bodies and residents to generate a report to the relevant committee immediately.				
			2) To request officers engage with City Centre and Leith Walk ward councillors in the development of options for a Green Street bus route that ensure road safety at Bellevue Place in addition to the Green Street / Annandale Street junction, ideally retaining the street trees, and to report back to committee within three cycles.	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	Autumn 2024		A briefing for ward Councillors will be arranged to discuss the options for Green Street before reporting back to Committee.
			3) To request officers consider the following road safety improvements to East	Executive Director of Place Lead Officer: Gavin Brown	25.04.2024	April 2024	Closed April 2024 An update on this was provided in the Road

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			London Street to calm residual traffic: • Refurbishment of the speed bumps • Narrowing the wider sections of the street by widening the pavement • Consultation of Saint Mary's RC Primary School on replacing the parking spaces in front of the playground with a pavement build-out.	gavin.brown@edinburgh.gov.uk			Safety Delivery Plan report for 2024/25
44	11.01.24	Strategic Review of Parking: Progress Update	1) To agree that officers would engage with Ward Councillors, Community Councils, residents' groups from within the Shandon/Meggetland area, and other relevant stakeholders, to understand what adjustments could be made.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	15.08.2024		Recommended for closure This is included in the Strategic Review of Parking Update in August 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			To agree the outcome of this engagement be reported back to committee at the earliest opportunity.				
			2) To agree officers would engage immediately with Ward Councillors, Community Councils and affected residents' groups in order to agree a suitable course of action in order to minimize further resident disruption, especially in Lockharton Gardens, Avenue and Crescent. This outcome must take cognizance of any further parking displacement that may occur as a result of new adjustments.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	15.08.2024		Recommended for closure This is included in the Strategic Review of Parking Update in August 2024.
			3) To request a Business Bulletin update on Westfield Street within two cycles, which provides full details of the ownership of the whole	Executive Director of Place Lead Officer: Gavin Brown	12.09.2024		An update was provided in the Business Bulletin for Committee on 25.04.2024. Further

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			street, including the access road to the Gorgie War Memorial Hall and the BMC Social Club, and include consideration of how the public realm can be improved and maintained in the future, including the possibility of adoption. The report should also provide an update on implementation of option	gavin.brown@edinburgh.gov.uk			updates will be provided as investigations and discussions continue.
			4) To note the original Strategic Parking Review report on 12 September 2019 set out a phasing and timetable graph within Appendix 8 and which clearly set out for affected residents the lengthy process from design through to implementation; to therefore, request a business bulletin update within two cycles setting out the revised timetable graph, and for this to be made available on the	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	07.03.2024	March 2024	Closed March 2024 This was included in the Committee Business Bulletin on 07.03.2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			relevant page of the Council website.				
			5) To request engagement takes place with stakeholders, including community councils, in relation to phase 2 areas which may be affected by displacement.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	15.08.2024		Recommended for closure This is included in the Strategic Review of Parking Update in August 2024.
			6) Officers to provide an update on activation of controls in streets in zone N6.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	15.08.2024		Recommended for closure This is included in the Strategic Review of Parking Update in August 2024.
45	11.01.24	Incorrect Parking on the Tram Line	1) To agree to receive a further report to the March meeting of the Transport and Environment Committee so that the outstanding actions can be addressed.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	10.10.2024		
			2) To request a briefing is organised with relevant	Executive Director of Place	25.04.2024		Closed May 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			officers, Transport spokespeople and ward councillors on the issues raised in Councillor Rae's original motion.	Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk			
			3) To request a revised report comes to Committee in March which addresses the issues raised and the following: a) how effective, accessible and well used the current reporting systems are. b) what the financial and environmental benefits of reducing car parking spaces on Leith Walk would be. c) how we can proactively implement physical measures and prioritise these in future business cases.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	10.10.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			d) how these measures are crucial in reducing car kilometres, dependency on the private car, and congestion whilst ensuring our public transport options remain the most accessible and attractive form of mobility in Edinburgh.				
46	11.01.24	Transport Asset Management Plan	To request officers outline how these traffic reduction objectives are considered in the predictions of future conditions of transport assets and the investment strategies based on them, in the next Transport Asset Management Plan report.	Executive Director of Place Lead Officer: Sean Gilchrist sean.gilchrist@edinburgh.gov.uk	January 2027		
47	01.02.24	City Mobility Plan – 1st Review	1) To share data on improved safety for cyclists and cycling uptake from the National Walking and Cyclists Index.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	25.04.2024	April 2024	Closed April 2024 A Business Bulletin update is provided on 25.04.2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) To request officers to come forward with a proposal for a 7-7-7 bus lane trial on a suitable corridor within three cycles.	Executive Director of Place Lead Officer: Jamie Robertson Jamie.robertson@edinburgh.gov.uk	15.08.2024		Recommended for closure A report on 7-7-7 is included in the meeting papers for Committee on 15.08.2024.
			3) To delegate authority to officers to update the graphically produced document for publication on the Council's website.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk			Closed March 2024 This is being progressed.
48	01.02.24	Our Future Streets – a circulation plan for Edinburgh	1) To request that officers use the scheduled reinstatement works of the Lawnmarket setts and previous learning from various operations throughout festival season Street arrangements as an opportunity to accelerate the implementation of a permanent Lawnmarket scheme in collaboration	Executive Director of Place Lead Officer: Phil Noble phil.noble@edinburgh.gov.uk	12.09.2024		Links to 84(3) An update was provided in the Business Bulletin on 23.05.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			with key stakeholders such as the Castlehill Business Group and public transport providers.				
			2) To prepare a further report for Committee with a programme for implementation and an associated Operations Plan for the city centre.	Executive Director of Place Lead Officer: Phil Noble phil.noble@edinburgh.gov.uk	12.09.2024		Links to 84(3) An update was provided in the Business Bulletin on 23.05.2024
			3) To request a further report within three cycles on expediting measures for an experimental closure of the North Bridge-South Bridge-Nicolson Street corridor to some or all through traffic in 2024.' This process should detail any impacts on Public Transport.	Executive Director of Place Lead Officer: Phil Noble phil.noble@edinburgh.gov.uk	12.09.2024		Links to 84(3) An update was provided in the Business Bulletin on 23.05.2024
			4) To agree that there would be an update in the report requested in paragraph	Executive Director of Place Lead Officer: Andrew Easson	23.05.2024	May 2024	Closed May 2024 A Business Bulletin

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			1.1.2 in three cycles on progress towards securing the Piershill to Powderhall railway line from Network Rail to serve as an off-road active travel route.	andrew.easson@edinburgh.gov.uk			update provided on 23.05.2024
			5) To request officers include in the next report on the updated Major Junctions Review: - Which junctions are expected to be positively and negatively affected by the changes to the ECCT and how this is accounted for in the prioritisation of junction improvements. - An updated plan for the Lothian Boulevard.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	25.04.2024	April 2024	Closed April 2024 A Business Bulletin update is provided on 25.04.2024.
			6) To agree to work with HES on any efforts they make to reduce through traffic in Holyrood Park.	Executive Director of Place Lead Officer: Daisy Narayanan	On-going		Closed March 2024 This is on-going

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
				daisy.narayanan@edinburgh.gov.uk			
			7) To ask officers to present options for including either a two-way or one-way (uphill) segregated cycle lane as part of the next report on the ECCT.	Executive Director of Place Lead Officer: Phil Noble phil.noble@edinburgh.gov.uk	12.09.2024		
			8) To request the next update on the Greenbank to Meadows Quiet Route take into account its new status as recommended route for cyclists and outline how changes resulting from the Future Streets Framework are being accounted for.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	07.03.2024	March 2024	Closed March 2024 This was included in the report on Greenbank to Meadows Quiet Route on 07.03.2024
49	01.02.24	Trams from Granton to BioQuarter and Beyond	1) Information on the ecological impact of the tram being routed on the Roseburn path to be	Executive Director of Place Lead Officer: Hannah Ross			Links to actions 69(3) and 94 Officers are identifying investigations which

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			included in consultation materials.	hannah.ross@edinburgh.gov.uk			are required alongside design work to inform the consultation. Information on the consultation will be provided when this is complete.
			2) To approve the commencement of a 12-week period of public consultation in Spring 2024 to inform the development of a Strategic Business Case which would build the CMP consultation and highlight a preferred route for the Southern section of the tram extension. To agree to highlight neither of the two proposed options for the Northern section of the tram extension as a recommended route and instead set out their	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk			Links to actions 69(3) and 94 Officers are identifying investigations which are required alongside design work to inform the consultation. Information on the consultation will be provided when this is complete.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			respective benefits and drawbacks.				
			3) To note a report would be submitted to Committee in Autumn 2024 with findings from the consultation and a draft Strategic Business Case.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	12.12.2024		Links to actions 69(3) and 94 Development of the consultation materials is on-going
			4) To note that the Edinburgh BioQuarter is of great strategic importance to the city but note the low levels of public awareness of it and unfamiliarity with its name and its purpose, and therefore to agree that henceforth references for purposes of public consultation on the southern tram route extension would instead be made to the Royal Infirmary of Edinburgh and the BioQuarter, which	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk			Links to actions 69(3) and 94 Officers are identifying investigations which are required alongside design work to inform the consultation. Information on the consultation will be provided when this is complete.

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			enjoys almost universal levels of name recognition.				
			5) To note paragraph 6.4. The Council Leader and Convener for the Transport and Environment Committee would be issuing a letter to the transport minister to formally request financial support. To agree a report is brought back following the response to this letter confirming what Scottish Government funding is allocated and the report included what measures they would take in regard to Lord Hardie's recommendation 9 on Risk and Optimism Bias.	Executive Director of Place Lead Officer: Alistair Roden Alastair.rodan@edinburgh.gov.uk			
			6) To agree the consultation would present objectively the pros and cons of both	Executive Director of Place Lead Officer: Hannah Ross			Links to actions 69(3) and 94 Officers are identifying

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the Roseburn and Orchard Brae Routes.	hannah.ross@edinburgh.gov.uk			investigations which are required alongside design work to inform the consultation. Information on the consultation will be provided when this is complete.
			7) To agree that objective analysis of the following should be incorporated within the consultation response report to TEC: - The potential to install a high-quality walking and cycling route alongside the tramline on the Roseburn Path. - Market research undertaken to understand what a demographically representative sample of Edinburgh feels about the plans.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	12.12.2024		Links to actions 69(3) and 94

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			The potential to protect and enhance the local ecological network as part of either tram route.				
50	08.02.24 Council	Motion by Councillor Mitchell – Bin Hubs Noise Mitigation - see Agenda Frontsheet	1) Agrees: - Adjustments and/or interventions should be urgently considered to mitigate against the noise generated by glass recycling bins; - Noise mitigations for all bin lids should be considered as well; - an update to Transport and Environment Committee within three cycles via the Business Bulletin or as part of a Communal Bin Review report	Executive Director of Place Lead officer: Andy Williams andy.williams@edinburgh.gov.uk	14.11.2024		A member officer workshop is to be arranged for after the summer recess and an update for Committee will follow thereafter.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) Officers should investigate whether routing demands can allow for emptying of bin hubs to start later in the morning, and/or whether routes can be amended, rotated or reversed so that the same residents' bins are not always collected first and the early collections are distributed more equitably.	Executive Director of Place Lead officer: Andy Williams andy.williams@edinburgh.gov.uk	14.11.2024		
51	02.08.24	Motion by Councillor Burgess – Closure of Radical Road – Holyrood Park – see Agenda Frontsheet	Therefore requests that the Transport and Local Access Forum considers this matter at the earliest opportunity, including whether access rights under the Land Reform (Scotland) Act 2003 apply to Holyrood Park and what actions the Council and Scottish Government could take on the matter, and that it reports its findings to the Council's Transport Environment Committee	Executive Director of Place Lead officers: Andy Williams and Hannah Ross andy.williams@edinburgh.gov.uk hannah.ross@edinburgh.gov.uk	14.11.2024		The first meetings of the Transport and Local Access Forums are planned for August/September 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
52	08.02.24 Council	Motion by Councillor Nols-McVey – Water of Leith Basins Water Quality (see agenda)	Requests the Convener of the Transport and Environment Committee writes to the relevant Environment minister outlining support for a Clean Water Act, including upgrades to our Victorian sewage network and a clamp down on discharges, and with an ambition to ensure every CSO is monitored and a blue flag system which incentivises cleaner fresh water for all.	Convener Executive Director of Place Lead Officer: Alistair Roden Alastair.rodin@edinburgh.gov.uk	12.09.2024		
53	07.03.24	Emergency Motion by Councillor Lang – Collision and Death on Whitehouse Road	1) Agrees that, once this site meeting takes place and any police feedback is received, officers should consider as a matter of urgency what actions are required to improve safety within this area including, if required, a review of the Cramond Primary School Travel Plan in conjunction with the school and Parent Council.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk			A site meeting has taken place, and discussions are on-going. An update was provided to Elected Members in April 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) Requests that the committee is kept fully informed as matters are progressed and agrees a full report should come to the committee as soon as possible once conclusions and recommendations for action are available	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk			A site meeting has taken place, and discussions are on-going. An update was provided to Elected Members in April 2024.
54	07.03.24	Procurement of the Decriminalised Parking Enforcement Contract	1) To agree therefore that officers would investigate the potential for establishing a Local Authority Trading Company or similar entity which could tender for the DPE contract at the next tendering opportunity; and to liaise with the three other local authorities which the City of Edinburgh Council is currently collaborating with, and with other potentially interested local	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	2025		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			authorities, to explore their interest in this, with a report to follow on this in 2025.'				
			2) To request an update in a Business Bulletin ahead of September's Finance and Resources Committee which details how the aforementioned output based approach will a) Expand 'On Street Enforcement Services' given new powers issued by the Scottish Government from 11 December 2023 to ban pavement parking, double parking and parking across dropped kerbs. b) Ensure cars are removed from tram lines (in particular on Leith Walk)	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	12.12.2024		A Business Bulletin update will be prepared for Committee in advance of the report to Finance and Resources Committee.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			c) Ensure 'Suspension and Dispensation Services' and 'Lines and Signs Maintenance Services' prioritise accessibility and regard to the transport hierarchy in all works carried out d) Consider equalities' impacts related to 'Permit Management', 'Back Office Support Services', 'Notice Processing Solution', 'Traffic Order Support Services', and 'Parking and Project Consultancy Services' and its relationship with applicant eligibility and tech literacy.				
55	07.03.24	Travelling Safely Greenbank to Meadows Quiet Connection – Public	1) To agree the Transport and Environment Convener would write to Police Scotland requesting the Safety Cameras Scotland to enforce the	Convener Executive Director of Place Lead Officer: Alistair Roden			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Engagement and Next Steps	known speeding problem on the southern half of Braid Road and other speeding sites identified by the Council (e.g. Bridge Road, Swanston Road and Woodhall Road).	Alastair.roden@edinburgh.gov.uk			
			2) To agree the Transport and Environment Convener would write to Police Scotland requesting the Safety Cameras Scotland to enforce the known speeding problem on the southern half of Braid Road and other speeding sites identified by the Council (e.g. Bridge Road, Swanston Road and Woodhall Road).	Convener Executive Director of Place Lead Officer: Alistair Roden Alastair.roden@edinburgh.gov.uk			
56	07.03.24	Motion by Councillor Lang – Additional Capital Investment in Transport – Agenda	1) To note that reports would be presented to committee in April which would help to detail how this additional £12.5 million would be	Executive Director of Place Lead officer: Sean Gilchrist	25.04.24	April 2024	Closed April 2024 This was included in the Roads and Infrastructure Capital

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Front Sheet – Click to view	spent but believed it important to set out its expectation that this new money would be allocated across the different areas in a way that ensures: a) the overall Road Condition Index (RCI) for Edinburgh improves in 2024/25 b) a faster delivery of the current list of agreed road safety projects c) accelerate the delivery of the dropped kerb and decluttering programme via the Capital Investment Programme 2024/25.	sean.gilchrist@edinburgh.gov.uk			Investment Priorities report on 25.04.2024
			2) To additionally request that the Road and Infrastructure Capital Investment Programme 2024/25 report in April also provided an update on	Executive Director of Place Lead officer: Andy Williams andy.williams@edinburgh.gov.uk	15.08.2024		Recommended for closure A Business Bulletin update is provided for Committee on

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			how the additional capital of £450,000 allocated in the budget for the Water of Leith works programme will be delivered.				15.08.2024.
57	07.03.24	Motion by Councillor Mowat – CCWEL Project Agenda Front Sheet – Click to view	1) Council notes the large number of complaints and positive feedback received about the design, construction and implementation of the CCWEL project from Roseburn to Charlotte Square and considered that residents' concerns should be addressed and calls for a report to review: a) The process from commissioning to design and implementation and b) To consider lessons learned so that any further projects progress more smoothly and quickly.	Executive Director of Place Lead officer: Andrew Easson andrew.easson@edinburgh.gov.uk	March 2025		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			c) To include any available feedback from Sight Scotland 2) To ask that the report is presented within 12 months and includes any available data on usage levels and feedback from residents/users/businesses.				
58	21.03.24	Motion by Councillor Lang – Safety of Council Operated Heavy Vehicles (see agenda)	Understands that the powers to implement such a scheme sit with the Scottish Government and Transport Scotland and therefore requests that the Convener of the Transport and Environment Committee writes to the Cabinet Secretary for Transport asking that introduction of a permit scheme based on safety requirements as outlined above is considered for HGVs operating in Edinburgh and Scotland.	Convener Executive Director of Place Lead Officer: Alistair Roden Alastair.rodan@edinburgh.gov.uk			A report on the Safety of Council Operated Heavy Vehicles has been referred to Transport and Environment Committee on 20.06.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
59	21.03.24 Council	Motion by Councillor Meagher – Flood Defences – see Agenda Frontsheet	1) Notes the intention of officers to bring a report to an upcoming Transport and Environment committee, setting out the recommendations on how this funding should be allocated and asks that this report should consider the funding of repair or replacement of any damaged infrastructure forming part of the Portobello beach sea defences and the sea defences along the length of the Seaford waterfront masterplan site, which has been identified as a strategic development and regeneration area in the emerging City Plan 2030	Executive Director of Place Lead officer: Stephen Knox Stephen.knox@edinburgh.gov.uk	12.12.2024		
			2) Furthermore, recognises the increase likelihood of similar storm events	Executive Director of Place Lead officer: Stephen	12.12.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			happening in the future, as well as rising sea levels, and asks for a report to Transport and Environment committee before the end of 2024 which sets out the likely impact for Portobello and Seafield in the short, medium and long term and how these impacts could be mitigated	Knox Stephen.knox@edinburgh.gov.uk			
60	25.04.24	Work Programme	1) Actions arising following Trams to Newhaven Project (title TBC) – Officers to investigate providing a report to both the May and June Committee to enable necessary consultations to take place.	Executive Director of Place Lead officer: Robert Armstrong Robert.armstrong@edinburgh.gov.uk	23.05.2024	May 2024	Closed May 2024 A report on the London Road Junction and Picardy Place considered on 23.05.2024
			2) To circulate to members when available, the point	Executive Director of Place Lead officer: Alison Coburn	12.09.2024		An update on points of contact will be circulated in

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			of contact allocated in place of Daisy Narayanan	alison.coburn@edinburgh.gov.uk			September 2024.
61	25.04.24	Rolling Actions Log	1) Officers to phase out the use of the word ‘ongoing’ and replace with an expected date of completion. 2) Phased Reduction in Use of Glyphosate – To provide an update to members detailing when the consultations with Community Councils will begin. 3) Trams From Granton to Bioquarter and Beyond – To update members with the expected start date of	Executive Director of Place Lead officer: Alison Coburn alison.coburn@edinburgh.gov.uk Executive Director of Place Lead officer: Andy Williams andy.williams@edinburgh.gov.uk Executive Director of Place Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk	23.05.2024		Closed May 2024 Dates have been provided wherever possible. The Rolling Actions Log will continue to be updated with dates as they are confirmed. Links to 30(3) Recommended for closure This information was circulated on 19.06.2024 Links to 57 and 94 Officers are identifying investigations which are required alongside design work to inform

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			the consultation referred to in point 2				the consultation. Information on the consultation will be provided when this is complete.
62	25.04.24	Business Bulletin	1) Supported Bus Services – To include in the report due at the May Committee the anticipated start date of the new bus services.	Executive Director of Place Lead officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	23.05.2024	May 2024	Closed May 2024 Included in the report on Supported Bus Services on 23.05.2024
			2) Supported Bus Services – To circulate to members when contact will be made to arrange consultations with all interested parties on bus routes.	Executive Director of Place Lead officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	20.06.2024		Closed June 2024 An update is provided in the Business Bulletin on 20.06.2024
			3) Greenbank to Meadows Quiet Route – To confirm details of existing speed surveys to consider future options and to also discuss	Executive Director of Place Lead officer: Andrew Easson andrew.easson@edinburgh.gov.uk			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the option of monitoring the speed of bikes.				
			4) Greenbank to Meadows Quiet Route - Briefings to be arranged regarding parking and Autumn implementation	Lead officer: Andrew Easson andrew.easson@edinburgh.gov.uk			
			5) Queensferry High Street – To finalise the details of traffic orders and circulate	Executive Director of Place Lead officer: Robert Armstrong Robert.armstrong@edinburgh.gov.uk	30.08.2024		
			6) T7 Longstone Link – To explore options to expedite the project and provide an update to committee regarding timescales and funding options.	Executive Director of Place Lead officer: Andrew Easson andrew.easson@edinburgh.gov.uk	30.08.2024		
			7) Tracker Style Updates - Agrees, therefore, that the	Executive Director of Place	23.05.2024	May 2024	Closed May 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			May 2024 Transport & Environment Committee Business Bulletin should include an overview of how sites for the 80–100 additional trackers are being identified.	Lead officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk			Included in the Business Bulletin in May 2024.
			8) Greenbank to Meadows Quiet Route (Delivery of option 3 Update) - Agrees that whilst Option 3 (as amended) will be deployed, that the Council Officers should include in the ETRO powers to install all/part of Options 1 or 2 in response to feedback from residents	Executive Director of Place Lead officer: Andrew Easson andrew.easson@edinburgh.gov.uk			
			9a) Road Closure of Cammo Road - That transport officers should urgently seek via planning a definitive timetable for the	Executive Director of Place Lead officer: Dave Sinclair			Links to action 6. Construction of the new signalised junction is expected to

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			commencement of the works on the Maybury Road / Craigs Road signalised junction. 9b) To consider the next steps at the May committee, if no guarantee can be provided that works will commence in the next six months, the agreed ETRO closure trial on Cammo Road should be commenced immediately, with the evaluation report brought back to committee in due course.	david.sinclair@edinburgh.gov.uk			commence shortly. Criags Road is expected to be closed for the duration of the works (approx 9 months).
63	25.04.24	Road Safety Delivery Plan 2024/25	1) notes with concern that delays to the delivery of projects funded by Section 75 contributions may now mean some of those contributions have expired, and therefore agrees the outcome of the review of the S75 register and which	Executive Director of Place Lead Officer: Dave Sinclair David.sinclair@edinburgh.gov.uk	15.08.2024		Recommended for closure An update on this is included in the Business Bulletin for Committee on 15.08.2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			contributions have expired should be reported back to committee via a business bulletin as soon as practically possible.				
			2) notes paragraph 4.3.3 of the report which recognises how only a “modest” number of new pedestrian crossings are included in the delivery plan; and requests a business bulletin update in two cycles, setting out the complete list of sites which have been identified for new crossings with an indicative phasing of how these could be delivered over future years.	Executive Director of Place Lead Officer: Dave Sinclair David.sinclair@edinburgh.gov.uk	20.06.2024		Closed June 2024 A Business Bulletin update is provided on 20.06.2024.
			3) Asks officer to undertake the analysis needed to develop an appropriate policy, enforcement regime and justification of the	Executive Director of Place Lead Officer: Dave Sinclair	12.12.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			legal order to discourage the use of larger and heavier vehicles via parking permit and on street parking charges and provide councillors with budgetary information in time for the 25/26 Council budget setting process. To consider this further at a members workshop.	David.sinclair@edinburgh.gov.uk			
			4) Officers to work with schools to publish their school travel plans on the Streets Ahead website.	Executive Director of Place Lead Officer: Dave Sinclair David.sinclair@edinburgh.gov.uk	23.05.2024		Closed June 2024 An update on publishing School Travel Plans was provided on 23 May 2024 .
64	25.04.24	Electric Vehicle Charging – Programme Update	1) Approve the changes proposed regarding maximum stay periods and delegate authority to the Head of Network Management and Enforcement to amend	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	12.12.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			maximum charging periods to respond to any issues which arise (with Business Bulletin updates to Committee).				
			2) Requests the convenor, and lead officer, write to Motability to encourage expansion of their Electric Vehicle leases and ask how best the Council can work with the Motability Scheme in regard to charging support, home fittings and non-standard installation.	Convener Executive Director of Place Lead Officer: Alistair Roden Alastair.rodin@edinburgh.gov.uk			
			3) Requests the convenor writes to the Scottish Government to request timely information on future delivery to best understand and organise resources and capacity needed from the Council.	Convener Executive Director of Place Lead Officer: Alistair Roden Alastair.rodin@edinburgh.gov.uk			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
65	25.04.24	Local Traffic Improvement – Programme Proposal and Assessment Criteria	Officers to engage with community councils elected members and neighbourhood networks to provide an opportunity for suggestions.	Executive Director of Place Lead Officer: Dave Sinclair David.sinclair@edinburgh.gov.uk	15.08.2024		Recommended for closure A report on the LTI is included on the agenda for Committee on 15.08.2024
66	25.04.24	Healthcare Worker and Carer Parking Permits	1) Officers to widen the consultations to include mental health groups	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	31.03.2025		
			2) Officers to ensure information relating to the less known benefit of carers credit is publicised.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	31.03.2025		
67	25.04.24	Footway Capital Investment Prioritisation	1) To engage with licensing colleagues regarding the impact on pavement width from street furniture.	Executive Director of Place Lead Officer: Sean Gilchrist			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
				sean.gilchrist@edinburgh.gov.uk			
68	25.04.24	Roads and Infrastructure Investment – Capital Delivery Priorities for 2024/25	1) To circulate to members a list of setted streets and their priority. 2) To recirculate from Council Questions the data regarding use of segregated cycle lanes. 3) Therefore, approves the programme of proposed works for 2024/25 with the added condition that design processes for carriageway resurfacing and strengthening schemes should consider: a. Street Design Guidance b. improvements to biodiversity and flood prevention	Executive Director of Place Lead Officer: Sean Gilchrist sean.gilchrist@edinburgh.gov.uk	April 2025		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
69	25.04.24	Parkgrove Drive	1) Agrees to refer the issues identified to the proposed Local Traffic Improvement Programme to consider a scheme to mitigate issues relating to intrusive traffic and improve the route to school.	Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	15.08.2024		Recommended for closure A report on the LTI is included on the agenda for Committee on 15.08.2024
			2) Requests that relatively lower cost 'quick win' measures such as yellow lines restrictions on Parkgrove Drive between Parkgrove Loan and Drumbrae Drive, and extending those on Drum Brae North are investigated and consideration given to whether these could be promoted via the ETRO process.	Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	15.08.2024		Recommended for closure A report on the LTI is included on the agenda for Committee on 15.08.2024
			3) Recognises that the LTI Programme (if approved)	Executive Director of Place	15.08.2024		Recommended for closure

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			has a limited budget and that there is no guarantee that this scheme will be funded from it; therefore requests that this scheme, if ultimately not funded through the LTI Programme, is considered for inclusion in the main road safety programme. These requests should be considered as part of the consultation.	Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk			A report on the LTI is included on the agenda for Committee on 15.08.2024
			4) Agrees to receive an update via the Business Bulletin in two cycles regarding the progress in developing the suggested LTI scheme.	Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	15.08.2024		Recommended for closure A report on the LTI is included on the agenda for Committee on 15.08.2024
70	25.04.24	Edinburgh Tram York Place to Newhaven Project Delivery	Committee requests: 1) Identification of locations of note where the new streetscape does not	Executive Director of Place Lead Officer: Hannah Ross	10.10.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			conform to 2022 Edinburgh Street Design Guidance, as requested by committee In January 2024, are included in the 'Circulation' report mentioned in 4.41, including a full re-assessment of pavements under 2.5m width (minimum "High Density Residential Strategic Streets" under ESDG P3), engaging with the Edinburgh Access Panel where appropriate 1.2) Members on the Transport and Environment committee and Local Members are briefed on the completed Road Safety Audit,	hannah.ross@edinburgh.gov.uk			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			including on side streets 1.3) Trams to Newhaven, the new Local Transport Improvement Team / Road Safety (as appropriate) and Road Operations liaise to assess and report traffic changes between Leith Walk and Easter Road as well as mitigations. Assessment of traffic changes should include: 1.3.1) The impact on implementation of School Active Travel Plans for Leith Walk Primary (complete) and Lorne Primary;				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			1.3.2) Consideration of the maintenance and upgrade of non-TTN assets impacted by the Project, such as the pavement and road surface at the end of Montgomery Street and refreshed lining of side-street loading bays.				
			2) Agrees to add “Landscaping along the route from Picardy Place to Newhaven - Specifically from The Shore stop to Ocean Terminal where greenspace and turfed areas have not been fully restored, and any works will be undertaken in consultation with local Councillors.” To the list of	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			ongoing issues being monitored at 4.40.				
			3) Notes that further reports to committee will be received to address some of these outstanding snagging issues and agrees to hold a meeting with ward councillors and (either together or separately) a meeting of Community Councils Together on Trams (CCTT) prior to those reports being presented to committee, to discuss resolution of outstanding snagging and landscaping issues	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		
			4) Agrees that the project will report six monthly to TEC Committee on the progress of the handover plan and to address issues raised by deputations on	Executive Director of Place Lead Officer: Hannah Ross	10.10.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the street design in June and at today's Committee	hannah.ross@edinburgh.gov.uk			
71	23.04.24	Motion by Councillor Parker - Extended Producer Responsibility for Packaging	1) Requests a report in 2 cycles to outline: a. An update on the latest information relating to EPR, including about estimates for how much funding the Council can expect through this (or information about when this will be known). b. Options for how EPR funds could facilitate spending to support community-based waste and/or carbon reduction projects across the city, in line with the	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	10.10.2024		A member officer workshop will be arranged after the summer recess and an update provided to Committee thereafter

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Council's 2030 Climate Strategy and support for net zero communities, either directly or through diversion of existing resources, realised as savings once EPR is in place."				
72	23.04.24	Motion by Councillor Bandel - Zero Waste Hierarchy	Asks officers to explore how HWRCs may promote and advance the Zero Waste Hierarchy, including but not limited to diverting reusable and/or repairable items to reuse and repair projects, and report back in the next appropriate report on Waste and Cleansing.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	10.10.2024		
73	09.05.24 Council	Motion by Councillor Aston - Edinburgh Bus Station (see agenda)	1) Therefore requests a report to the Transport and Environment Committee outlining what discussions there have been to date with the owners and what	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	15.08.2024		Recommended for closure A report is included on the agenda for Committee on

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			options are available to Council, including agreeing to purchase the site through negotiation or using compulsory purchase powers to ensure that Edinburgh retains a bus station in a central location.				15.08.2024
			2) Agrees that the options appraisal should include a note of under what circumstances a compulsory purchase of the existing Edinburgh Bus Station could be considered.				Recommended for closure A report is included on the agenda for Committee on 15.08.2024
			3) Agrees that the options appraisal should consider factors such as driver welfare, modal shift, accessibility, integration with other travel modes, and passenger safety.				Recommended for closure A report is included on the agenda for Committee on 15.08.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
74	23.05.24	Deputations for George Street and First New Town – Operational Plan and Project Update	To reschedule the cancelled transport meeting.	Executive Director of Place Lead Officer: Jamie Robertson Jamie.robertson@edinburgh.gov.uk			
75	23.05.24	Work Programme	Requests information on insourcing for the Cycle to Hire Scheme.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		
76	23.05.24	Business Bulletin	1) Trams to Newhaven – Tree planters - Agrees that the condition of the newly installed stone/concrete benches along the TNN route be assessed and reported back in the next six-monthly update on TNN	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		
			2) 7/7/7 Bus Lane – Development of a Trial - Recognises however that		15.08.2024		Recommended for closure

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			trialling 7/7/7 operation on only bus route, while every other bus lane in the city continues to operate only at existing peak hours, could potentially cause substantial confusion and therefore requests that signage along the 44 route is not only updated but is also enhanced and expanded to minimise this if feasible.				A report on a 7-7-7 trial is include din the meeting papers for Committee on 15.08.2024
			3) Circulation Plan – Our Future Streets - Requests a Business Bulletin update featuring breakdown of the costs of the interventions required to deliver the Circulation Plan – Our Future Streets, in two cycles. Agrees that this update can instead form part of the report	Executive Director of Place Lead officer: Phil Noble phil.noble@edinburgh.gov.uk	12.09.2024		Links to action 56

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			requested in the SNP amendment at item 7.5.				
			4a) Trams to Newhaven – Tree Planters - Recognises that this will materially impact the ‘Incorrect Parking on the Tram Line’ report at Rolling Action Log Item 62 and requests that Trams to Newhaven officers engage with Network Enforcement in advance of the publication of that report.	Executive Director of Place Lead Officers: Hannah Ross and Gavin Brown hannah.ross@edinburgh.gov.uk ; gavin.brown@edinburgh.gov.uk	10.10.2024		
			4b) Recognises that trees were removed from the tram route and the planters were to meet a commitment at the start of the Project to ensure that trees are replaced, and therefore instructs officers that the ‘vicinity’ must include along the route where physically possible	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			and access allows, including along the southern section of the route which has seen a significant reduction of trees notably at Balfour Street, Smith's Place and the Foot of the Walk.				
			5) Trams to Newhaven – Tree planters – To engage with schools on the tram route in the first instance, and then the remaining schools in the city regarding the relocation / buying of planters	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		
			6) Bus tracker update – To included details regarding the tracking of wheelchairs and buggy spaces in all future updates.	Executive Director of Place Lead officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk			Closed June 2024 An update is provided in the Business Bulletin on 20.06.2024. Further updates will be provided as part of the regular updates on the travel tracker.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			7) Council Fleet – Low Emission Zone Compliance Update – To circulate to members the cost implications of the project.	Executive Director of Place Lead officer: Scott Millar Scott.millar@edinburgh.gov.uk	February 2025		
77	23.05.25	Petition for Consideration - Make Ellersly and Kinellan Roads Safer for Everyone	1) Requests a report on the issues raised by the petitioner and the committee.	Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	15.08.2024		Recommended for closure A report is included on the agenda for Committee on 15.08.2024
			2) Requests a report in two cycles on how the following changes could be delivered: a) Traffic calming on Ellersly Road and Kinellan Road, recognising how this was an agreed commitment in the road safety report presented to		15.08.2024		Recommended for closure A report is included on the agenda for Committee on 15.08.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			committee in December 2022 b) Widening the footway on the north side of Ellersly Road on a temporary basis pending any redetermination order for a permanent widening. c) A new pedestrian crossing at the eastern end of Ellersly Road, including whether this could be considered through the new Local Traffic Improvement Programme, given this was identified in the pedestrian crossing prioritisation report to committee in August 2022.				
78	23.05.24	Petition for Consideration: Existing bus service does not have enough	1) Request a report on the issues raised by the petitioner and the committee.	Executive Director of Place Lead Officer: Stuart Lowrie	10.10.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		capacity to take children to and from Leith to Holy Rood High School		stuart.lowrie@edinburgh.gov.uk			
			2) Agrees the Convener of Transport & Environment should write on behalf of the committee to Lothian Buses to make it aware of the petition and seek feedback on what options exist to improve bus services between Holy Rood High School and Leith.	Convener Executive Director of Place Lead Officer: Alistair Roden Alastair.rodén@edinburgh.gov.uk			
			3) Agrees an officer report should return to the committee once a response has been received from Lothian Buses.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		
79	20.05.24	Secure On-Street Cycle Parking progress update	Officers to provide information on how many existing units are currently being utilised.	Executive Director of Place Lead Officer: Phil Noble	10.10.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
				phil.noble@edinburgh.gov.uk			
80	20.05.24	George Street and First New Town – Operational Plan	1) To agree to progress works to stage 4. TROs will be prepared but not promoted. There will be no ETROs at present. As per the below there will be a further report in 2 cycles. This report will address Best Value, the funding source and where the project sits in relation to other strategies such as the city mobility plan.	Executive Director of Place Lead Officer: Jamie Robertson Jamie.robertons@edinburgh.gov.uk	12.09.2024		
			2) Agrees to receive a further report in 2 cycles including: a) An analysis of the current Operational Plan which compares the original design principles to the current proposals, noting clearly which principles and	Executive Director of Place Lead Officer: Jamie Robertson Jamie.robertons@edinburgh.gov.uk	12.09.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			outcomes will not be achieved or that will be compromised, including the impact on pedestrian movement and active travel. b) A detailed financial breakdown of the current projected costs, the sunk costs, the opportunities for value engineering, and the expectations around funding partners or any funds already committed, alongside the expected capital costs which would be met by the council. c) Acknowledging that it is only partly a transport initiative with very strong placemaking and economic development dimensions, alternative funding models which could be used to				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			deliver the George Street and First New Town d) A cost-benefit analysis focusing on deliverable outcomes from this project, and an opportunity cost analysis which sets out what alternative projects could be delivered if funding was reallocated, including an assessment of what these other projects will contribute to the aims of CMP such as modal shift/30% reduction in car km by 2030.				
			3) Requests officers to bring forward proposals for an alternative temporary cycle route that will link up CCWEL in the interim and report back within six months.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	November 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
81	23.05.24	Supported Bus Services – West Edinburgh	1) Requests that the report on appointing tenders for the remaining supported buses is used to include information on how unbudgeted monies received from Lothian Buses dividends could be reinvested to help widen the range of supported services, including a direct Ratho-city centre link.	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	12.09.2024		
			2) Officers to continue engaging with the residents of Ratho and other communities affected by this report and to investigate what options there are for addressing concerns about proposed services, such as the continued lack of direct Ratho to city centre service, within the framework of the DPS.	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	2026		Officers will continue to engage with residents and will revisit this option when more funding becomes available. If no further funding is forthcoming, a direct service will be a key aim of future tendering.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Notwithstanding this, agrees that securing a direct Ratho to city centre service will be a key aim when these contracts are retendered.				
			3) Council will revisit this option (direct bus from Ratho to the city centre) when more funding becomes available.	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk			Officers will revisit this option when more funding becomes available.
			4) Investigate the possibility of a combined bus/tram through ticket from Ratho to the city centre via A8/Gyle and combined bus through ticket via Hermiston Park and Ride that will only cost £2, and update committee via the Business Bulletin.	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	12.12.2024		
82	23.05.24		1) Requests that prior to the next iteration of the Policy	Executive Director of Place	22.05.2025		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Neighbourhood Environmental Services Policy	Assurance Update, Officers prepare a report proposing a policy/sub-policy in respect of addressing fly tipping across all estates, including potential enforcement options.	Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk			
			2) Requests that the Interim Weeds Control Sub-Policy is further updated to include how the Council might promote and support the benefits of adopting the pesticide free approach (as adopted by Pesticide Free Balerno) to other residents, resident groups and resident associations across the city.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	22.05.2025		
83	23.05.24	Communal Bin Review Update	1) Agrees that the final recommendation (expected in the Autumn) following the gull proof bag	Executive Director of Place Lead Officer: Andy Williams	14.11.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			trial in the New Town should take cognisance and assess any unintended impact on those residents with communal bin provision on the borders of the trial area including, if necessary, potential long term mitigations that could be incorporated in their waste provision.	andy.williams@edinburgh.gov.uk			
			2) Agrees that officers recommend an additional location criterion for siting a bin hub at sufficient distance from hospitality venues (café, restaurant, bar, etc), which reflects the potential impact on the venue withing the context of residential amenity.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	14.11.2024		
			3) Requests officers to bring forward proposals for behavioural change	Executive Director of Place Lead Officer:	14.11.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			initiatives to inform householders and encourage them to recycle more as part of the next report on waste and recycling.	Andy Williams andy.williams@edinburgh.gov.uk			
84	23.05.24	Motion by Councillor McKenzie – Roseburn to Union Canal	1) Officers to provide an update on costs.	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk	Autumn 2024		A briefing note on this will be circulated to Councillors.
			2) Requests that the June Business Bulletin provides an update on the project timeline.	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk	12.09.2024		A Business Bulletin update is provided in June 2024 with some of the information requested. However, it has not been possible to complete all of the actions in time for June Committee.
			3) Requests that officers consult local Councillors (Ward 7 & 9) and Community Councils on the matter and tables a Business Bulletin in one	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			cycle on the feasibility of installing temporary measures to improve safety for walking, wheeling and cycling in the affected area, particularly in relation to the crossing of Dundee Street at Gibson Terrace.				
			4) Also in the Business Bulletin update, requests officers to consider: a) how the work could be adopted under existing Active Travel Improving Projects b) why this particular area was left out of existing project work c) what mitigation measures – temporary or permanent – can be discussed with ward councillors and	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			relevant community council contacts where appropriate.				
85	23.05.24	Motion by Councillor Osler - Changes to Communal Bin Hub Locations Criteria	Requests a workshop with officers, Community Councils, Residents Groups and Ward Councillors to investigate if a workable way to consider residential amenity as part of the review framework can be found.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	10.10.2024		This workshop will take place after the summer recess and then an update will be provided to Committee.
86	23.05.24	Urgent Motion by Council Lang – Grant to BioQuarter Tram – Funding and Consultation (See motions pack)	Agrees that a meeting should be arranged with TEC members on this issue ASAP, and an update provided by the September Committee meeting at the latest.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	12.09.2024		
87	20.06.24	Rolling Actions Log - Motion by Councillor Mitchell – Bin Hubs Noise Mitigation –	Officers to arrange the date for the member officer workshop prior to summer recess to allow the workshop to take place as soon as recess concludes.	Executive Director of Place Lead officer:	30.06.2024		Recommended for closure This workshop will take place on 16.09.2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
88	20.06.24	Rolling Actions Log – Motion by Councillor Munro – New Style Bus Trackers	Officers to provide an update on what changes have been made to the Bus Tracker App in the next Business Bulletin and organise a demonstration of the App	Executive Director of Place Lead officer:	15.08.2024		This information will be circulated to Committee members
89	20.06.24	Business Bulletin – Footbridge over the Union Canal	Officer to provide a Business Bulletin update in one cycle detailing: - What the technical difficulties are - How these technical difficulties could be overcome - Any financial contributions from Housing Developer (Cala) - Any financial contributions from Lost Shore Surf Resort - Estimated cost shortfall to complete the footbridge - Total estimated cost to complete the footbridge Include other sources of funding within the update.	Executive Director of Place Lead officer:	15.08.2024		Recommended for closure This is included in the Business Bulletin for Committee in August 2024.
90	20.06.24	Business Bulletin – Implementing the new parking prohibitions	Officers to investigate options for increasing patrols, particularly in evenings, and include in the August report.	Executive Director of Place Lead officer:	15.08.2024		Recommended for closure This is included in a

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							report to Committee in August 2024.
91	20.06.24	Business Bulletin – Supported Bus Service	1) Officers to investigate options for altering the Cramond – Balerno bus timetable to account for children traveling to Maybury Primary School. 2) Officers to provide information on the procurement process that was undertaken and circulate a note to members. 3) Officers to provide information on what consultations took place and continue to engage with Lost Shore Surf Resort, RBS Gogarburn HQ Campus and Edinburgh International Climbing Arena regarding bus services.	Executive Director of Place Lead officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk Executive Director of Place Lead officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk Executive Director of Place Lead officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	12.09.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
92	20.06.24	Business Bulletin – Local Improvement Programme	Officers to advise when the deadline for LTI proposals was provided to Community Councils.	Executive Director of Place Lead officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	30.06.2024		Recommended for closure This information was circulated on 26.06.2024.
93	20.06.24	Business Bulletin – Pedestrian Crossing	Officers to provide information on plans for Craighall Road crossing.	Executive Director of Place Lead officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	October 2024		Officers will engage with affected school communities to discuss pedestrian crossing improvements in August and September 2024. More detailed information on pedestrian crossing improvements should be available in October 2024
94	20.06.24	Petition for consideration – petition for an exemption to the Pavement Parking	Request a report in the second half of 2024 outlining potential measures to improve safety and accessibility for those walking, wheeling and cycling in the streets of Bangholm. Request that the	Executive Director of Place Lead officer: Gavin Brown	12.12.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Ban in Bangholm Steet	report also list the streets across the city where officers had identified that the pavement parking prohibition measures have resulted in issues (including road safety and disruptions to bin collections) which were still ongoing, and briefly detail what measures were being considered for each location.	gavin.brown@edinburgh.gov.uk			
95	20.06.24	Dog Fouling Enforcement	1) Agree to include information in the next Street Cleansing Performance report on how officers across the Council, who undertook roles in public areas, could be trained to assist the Street enforcement team in tackling the issues they addressed so that a far greater number of Council officers could enforce good standards of street cleanliness and, in the case of dog fouling, could issue FPNs in line with the process envisaged in the Dog Fouling (Scotland) Act 2003. Agree to include consideration of reintroducing pavement stencilling in the report.	Executive Director of Place Lead officer: Murray Black / Gavin Brown murray.black@edinburgh.gov.uk / gavin.brown@edinburgh.gov.uk	12.12.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) Officers to investigate if there is data available to analysis if past campaigns have had an impact in reducing dog fouling.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	October 2024		
96	20.06.24	Ending the Use of Fossil-Fuel Powered Leaf Blowers	Officer to investigate and provide information on the emission output of fossil-fuel powered leaf blowers.	Executive Director of Place Lead officer: Scott Millar scott.millar@edinburgh.gov.uk	10.10.2024		
97	20.06.24	Street Cleansing Performance Report	1) Officers to manage the site in Silverknowes at an operational level to try reduce the anti-social issues, reporting progress via a Business Bulletin prior to the end of the year.	Executive Director of Place Lead officer: Murray Black murray.black@edinburgh.gov.uk	12.12.2024		
			2) Request a Business Bulletin update in one cycle in respect of: • Actions to be taken to clean and improve the appearance of our streetscapes by removal of	Executive Director of Place Lead officer: Murray Black	15.08.2024		Recommended for closure A Business Bulletin update is included within the meeting

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			weeds and associated detritus • Ongoing maintenance programme to prevent future build-up of weeds as currently experienced.	murray.black@edinburgh.gov.uk			papers for Committee on 15.08.2024.
			3) Officer to provide a Business Bulletin update to the August meeting detailing how the £892k provided for a “Scrub my Streets” initiative would be deployed, and how this could be aligned to the purpose envisaged in the approved Conservative amendment to the Budget motion at February Council.	Executive Director of Place Lead officer: Murray Black murray.black@edinburgh.gov.uk	15.08.2024		Recommended for closure A Business Bulletin update is included within the meeting papers for Committee on 15.08.2024.
98	20.06.24	Safety of Council Heavy Operated Vehicles – referral from the GRBV	Requests a Business Bulletin update at the first committee meeting of 2025 to: - Confirm the progress made in ensuring the entire refuse fleet is fitted with AEBS technology - Provide information on the other areas being explored as described in 4.14 and 4.18 of the report	Executive Director of Place Lead officer: Scott Millar	30.01.2025		
99	20.06.24		1) Officers to bring forward within two cycles a report on the implementation of tables	Executive Director of Place	12.09.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			and chairs permits, including, but not limited to, the following: - A list of Tables and Chairs Permits granted in the last 12 months, and in each case setting out the minimum clear zone approved, and where this fell below the preferred or absolute minimums, the reason for this. - A map, or list of roads as appropriate, which were considered to have 'high pedestrian flows' for the purposes of factsheet P3, and which should therefore benefit from minimum clear zones of 3m. - Any recommended adjustments to factsheet P3 or to relevant procedure documents, to ensure that both policy and procedure were respecting the transport hierarchy, were providing adequate space for disabled people, those with limited mobility and those with buggies, and which were consistent.	Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) Request that the report also covers measures which could be pursued to reduce retailers, particularly in the city centre, who obstructed pavements with product display stands and other street clutter, without paying for or applying for a licence to do so.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	12.09.2024		
			3) Officer to update the URL for 'the City of Edinburgh Council's Tables and Chairs Applying for a Permit: Consent Guidelines and Terms and Conditions, April 2016' contained in the Edinburgh Street Design Guidance factsheet P3 Footways as it is currently a dead link.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	12.09.2024		
100	27.06.24 (Council meeting)	Motion by Councillor Kumar – School Road Safety – James Gillespie's High School	1) agree to explore further traffic calming measures around James Gillespie's High School and bring findings as part of the School Travel Plan Review at a meeting of the Transport and Environment Committee	Executive Director of Place Lead officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	14.11.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) agree that the School Travel Plan review report which comes to TEC also include details about the governance arrangements around the delivery of school travel plans, noting concerns expressed by a number of school communities across the city that actions were not being progressed.	Executive Director of Place Lead officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	14.11.2024		A School Travel Plan update and review report is expected in November 2024.
1001	27.06.24 (Council meeting)	Motion by Councillor McFarlane – Edinburgh Park Arena (see agenda)	Requests Officers work with Edinburgh Tram / Lothian Buses and AEG to investigate the scope for integrated event / public transport ticketing to encourage sustainable travel reporting back to Transport and Environment Committee via the Business Bulletin.	Executive Director of Place Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk	10.10.2024		
102	27.06.24 (Council meeting)	Motion by Councillor Jones – Coastal Defence and Flood Management Strategy	Regarding coastal defences and flood management strategy Update previously requested, request that this update to the Transport and Environment Committee be within three cycles,	Executive Director of Place Lead officer: Stephen Knox	12.12.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			this should set out any update to the draft strategy for Coastal Defences and Flood Management Resilience, to include proposed consultations with the Scottish Government and key stakeholders, and funding options for environmental projects.	Stephen.knox@edinburgh.gov.uk			
103	27.06.24 (Council meeting)	Motion by Councillor Flannery	Agree that a briefing note would be circulated to members of the Transport and Environment Committee regarding the Causey's non-inclusion in current ATInP, despite recommendations from Place-Based Investment Programme agreed	Executive Director of Place Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk	30.09.2024		

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Business Bulletin

Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Dean of Guild Court Room - City Chambers

Transport and Environment Committee

Convener:	Members:	Contact:
Councillor Scott Arthur (Convener)	Councillor Aston Councillor Booth Councillor Dijkstra-Downie Councillor Dobbin Councillor Faccenda Councillor Hyslop Councillor Lang Councillor Munro Councillor O'Neill Councillor Whyte	Alison Coburn Operations Manager Rachel Gentleman Committee Services Natalie Carter-Osbourne Committee Services

Recent news	Contact for further information
Canaan Lane On 20 April 2023, Committee approved an emergency motion requesting: • The temporary retention of a closure of Canaan Lane, that had been in place to accommodate building development work, pending completion of the School Travel Plan Review process for South Morningside Primary and Canaan Lane Primary Schools; • The development and implementation of permanent alternatives identified through the School Travel Plan Review process; and • A timeline for longer term improvements for the area. An update was previously provided to the Committee on 12 October 2023. Meetings with local Councillors and Stakeholders have considered short-term interventions adjacent to the school on Canaan Lane. The longer term proposals for Canaan Lane are currently at an early stage of development but include widening footways to make it safer for children using the street as a route to school. Investigative work is currently underway to determine the potential impacts of this on current surface water drainage arrangements. Ward councillors will be	Dave Sinclair Andrew Easson Wards Affected: 10 – Morningside

consulted on the proposals at an appropriate stage in the design process. These proposals will be delivered in either the second or third phase of a city-wide programme of measures to improve facilities for contraflow cycling on one-way streets. It is therefore expected that they will be delivered in 2026/27.	
Telford and Hillhouse Junction Update In response to a motion raised by Councillor Mitchell, it was agreed to provide an update for Committee Members, ward Councillors, the Community Council and other stakeholder groups on the Telford and Hillhouse junction. The proposed scheme to improve pedestrian safety and accessibility for those with reduced mobility or visual impairments has formally been included in the local traffic Improvement (LTI) Programme for consideration and approval at this Committee.	Dave Sinclair Wards Affected: 5 - Inverleith
Road Safety – Developer Contributions (Section 75 Agreements) An exercise is currently underway to review the Section 75 agreements for road safety/transport activities. This includes reviewing historical agreements and making arrangements to draw down appropriate funds, reviewing outstanding agreements and considering priorities and available funding for future intervention delivery. Specifically for road safety, this means reviewing all of the recorded developer contributions to consider the most appropriate way to progress. Further work needs to be undertaken to consider the details and circumstance around each and every agreement and consider what planning mitigations are appropriate and can be adequately funded. It is understood the remaining funding for road safety schemes is in the region of £1.3m.	Dave Sinclair Wards Affected: All
Sciennes Primary School – Traffic Regulation Order The statutory process for a Traffic Regulation Order (TRO) has now concluded and the Order came into effect on 15 July 2024. Officers arranging for new yellow lines to be laid over the summer holiday period, with further work to erect the necessary traffic signs will follow.	Dave Sinclair Wards Affected: 15 – Southside /Newington

Following a recent meeting with the Head Teacher and Parent Council, officers are exploring options to remove the two redundant build-out features, traffic signs and a parking ticket machine currently located within the closure area.

Further discussions are required to develop the most appropriate vehicle barrier/gate arrangement to formalise the new TRO. Officers will continue to engage with the Head Teacher and representatives from the Parent Council to try and agree a safe road layout that retains the current right of passage for pedestrians and cyclists and reflects the school's desire to occupy the road.

Meadows to Union Canal Update

The Meadows to Union Canal project forms part of the Council's Active Travel Investment Programme and will provide a new and improved connection for people walking and cycling along National Cycle Network Route 75 (NCN75) between the Union Canal and the Meadows.

The aims of the project are to:

- Provide cyclists of all abilities with a safe, direct passage between two cycle friendly destinations;
- Improve the walking experience;
- Enhance bus stop locations; and
- Encourage people to consider active travel as a mode of transport.

A public consultation on a Concept Design was undertaken in 2019 and improvements have been delivered on two sections of the route so far:

- Measures to improve walking and cycling facilities on Lochrin Terrace and Ponton Street, including significantly widened footways, a continuous footway across West Tollcross at the rear entrance to Tollcross Primary School and segregated cycle lanes; and
- Temporary contraflow cycling facilities were introduced on Glengyle Terrace, Leven Terrace and Valleyfield Street, to mitigate the impact of major refurbishment works to the King's Theatre on people cycling. These required the temporary closure of Tarvit Street (which forms part of NCN75).

Consideration is currently being given to the promotion of permanent Traffic Orders to allow these contraflow cycling facilities to be retained and improved following the completion of the refurbishment work. These Orders would be subject to the successful completion of the relevant

For further information contact:

[Brendan Forrester](#)

[Andres Lices](#)

Wards Affected:

11 – City Centre

statutory processes, which involve further public consultation to allow people to comment on or object formally to the proposals.

Due to the length of time that has passed since the 2019 public consultation, one of the initial activities will be to undertake a follow-up round of public consultation, based on current proposals. Following this, the statutory process for Traffic Orders required will be initiated. It is currently expected that construction work will commence in mid-2026, subject to there being no requirement for a Public Hearing for the Traffic Orders.

Work is ongoing with the King’s Theatre refurbishment team to develop the plans for the public realm areas adjacent to the theatre, to improve accessibility for patrons and futureproof the area for the subsequent delivery of the Meadows to Union Canal project.

The statutory process for Traffic Orders for these measures will commence shortly, with the intention that they will be delivered as part of the refurbishment works. This collaborative approach will reduce disruption to residents and local businesses and will minimise the need for further works to be undertaken in the immediate vicinity of the Theatre following its re-opening.

West End Crescents - Update

On 12 December 2023, Licensing Sub-Committee requested additional traffic counts in respect of [TRO/23/17](#). A second set of traffic counts were conducted at each of the streets in the West End Crescents during June 2024. These follow the first batch of counts that were undertaken in March 2024, the [results](#) of which were reported to Committee on 25 April 2024.

The results of the June 2024 traffic counts, along with comparisons to the baseline and March 2024 counts alongside the results of traffic modelling undertaken prior to implementation, are presented in Appendix 1 below.

The latest counts continue to show that all streets have traffic flow levels that would be considered ‘low’ (<300 vehicles per hour) or ‘very low’ (<150 vehicles per hour).

The new count data shows that, while one street has seen an increase in traffic volumes compared to the baseline data from 2018, the remainder continue to show reduced traffic levels and the overall traffic level in the area continues to be below the level recorded in 2018.

[Andres Lices](#)

Wards Affected:

11 – City Centre

The one street that has recorded higher traffic volumes in the latest counts is Coates Gardens. To further investigate the impact of this, noise monitoring in this street will be carried out and reported with the next set of traffic counts, which are programmed for September 2024.	
Travel Tracker Update Current Progress Live real time departure information can now be communicated by Lothian Buses, which allowed on street testing to commence on 23 July 2024. While the majority of stop locations displayed accurate departure information, at some sites the departure information was erroneous. In discussion with Lothian Buses, it was agreed that the roll out should be delayed to allow for further testing. This will ensure that when the system is live across the network there is a high degree of confidence in displayed information. This has a further benefit that all of Lothian's buses are now fitted with the upgraded hardware and so all bus information (other than live disruption noted below) will be in place at commencement of live departure information. It is anticipated that this work will be complete by early September 2024. Live disruption information is currently programmed to be operational by the end of September 2024. When Lothian's Real Time data is ready to be displayed, a scrolling message advising of this will be in place until the upgrade is fully implemented. Once in place, Council officers will continue to work with Lothian Buses to explore developing this further. Forthcoming Activities 95 potential new travel tracker sign locations have been identified using an approved assessment methodology that considers criteria such as patronage, housing density, and social and retail factors. More assessment work is required to determine the suitability of these locations, including the cost of power connections and updates on this work will be provided in future Business Bulletins.	Stuart Lowrie Wards Affected: All
Water of Leith Work Programme Update The work programme for the Water of Leith generally comprises of work to bridges (including redecking and resurfacing), wall remediation, and minimising landslip issues. The latter (wall repairs and landslip issues) are high value items (ranging between £100,000 - £250,000),	Steven Cuthill Wards Affected: All

whereas bridge decking replacement and resurfacing ranges between £10,000 - £50,000 per bridge.

The work programme tackles several outstanding bridge works including: Blue Bridge (Dean Village); Katesmill footbridge; Redhall Weir Bridge; a neighbouring footbridge as well as wall works proposed for Saughton Park and at Dean Village, works at the Dell Road landslip and the metal underpass at the road bridge (Belford).

In totality, these works are expected to cost in the region of £450,000. Progress is expected on most of these works this financial year.

Canal Footbridge at EICA

The Section 75 agreement made as part of application 17/0247/FUL requires the Council to build a new footbridge linking the Edinburgh International Climbing Arena (EICA) to the new surf centre at Ratho. The update below addresses the request of Committee in June 2024.

Technical Difficulties

A detailed design for the bridge crossing has been completed.

Sustrans have fully funded the design of the project to date, but the Sustrans funding panel in August 2022 rejected the latest change control application for construction due to the steep gradient of the access from the northern (EICA) end of the bridge to the EICA carpark and reception.

Additionally, due to the canal crossing, an air lease is required from Scottish Canals. The best terms that could be agreed with Scottish Canals resulted in a lease costing at least £821,000 over the 50-year term. On these terms, the bridge was deemed uneconomic for the Council to sustain. Alternative terms where the surf centre operator would be the second party on the air lease agreement were explored, but Scottish Canals were unwilling to agree to this.

There were other non-technical challenges around the maintenance of the bridge. The bridge is on a non-adopted route and so itself would also not be subject to adoption. Tentative agreement was made for maintenance costs to be shared between EICA (Edinburgh Leisure) and the surf centre, but this was never finalised.

How these technical difficulties could be overcome

[Stephen Knox](#)

[Lesley Lumsden](#)

[Joan Parr](#)

Wards Affected: 1 - Almond

There is no feasible way to achieve an accessible gradient between the northern (EICA) end of the bridge and the current EICA reception. An alternative, lower, entrance into the building was explored, but this introduced various operational challenges for the centre and was undesirable. Sustrans were not willing to support the project when accessible gradients could not be achieved.

Extensive discussions were held between respective estates and legal teams in 2022, but despite the Council proposing various options to allow construction to progress, agreement over the air lease could not be reached, leaving the Council with the future rental liability.

As well as a pedestrian cycle and wheeling link, the bridge was to be used to carry the surf centre's sewage away from the site. However, the addition of a foul drainage pipe to the footbridge was a change made after the Section 75 agreement. An alternative route has been sought and has been partially constructed, however further a further connection for the Wavegarden is required from a private landowner.

Financial Implications

The total estimated cost of the footbridge is £618,020.34, based on a construction cost estimate in November 2022. Based on this estimate, the shortfall in funding is £71,320.34.

£102,011 has been designated within the Section 75 agreement with the Housing Developer (Cala).

Up to £444,689 has been designated within this Section 75 agreement for the Lost Shore Surf Resort, however it was expected the full amount would not be drawn down, if Sustrans funding could be secured.

Construction funding was not the primary challenge which prevented the construction of the bridge; it was the legal challenges and substantive additional costs associated with the Air Rights that made it unviable for the Council to progress.

The Council inherited an Air Rights Lease with the purchase of the EICA (including a bridge with air rights lease with Scottish Canals). This existing lease includes the same commercial terms that were offered with the Footbridge. The Council has progressed with renegotiations on the terms of this existing lease since the purchase of the EICA. However, to date, this has been unsuccessful. It was therefore considered unacceptable to enter into the same agreement for a second bridge,

given the excessive uplifts in the rent review clause being offered. Despite lengthy negotiations, no other parties are willing to accept financial responsibility and Scottish Canals were not prepared to concede on the Rent Review terms.

The Surf Centre developers (Tartan Leisure) have an ongoing Section 75A application on other matters including this and at his time, if it is deemed that there is not a cumulative need for the Footbridge, it has been agreed with Tartan Leisure that they would be obliged to make a Section 75A application to withdraw the Council's obligation to build the bridge, on the request of the Council. However, legally they can opt to make such a Section 75A application at any time. Alternatively, given they have an ongoing Section 75A application/permission on other matters for which the legal agreement is yet to be concluded, they can provide formal submissions and evidence on this issue to the Planning Authority in order that the existing Section 75A application can be returned to the Development Management Sub-Committee for a decision.

Weed Treatment

As [reported](#) to Committee in September 2023, the Council has introduced a phased approach to reducing the use of glyphosate-based herbicide for the control of weeds, with the exception of in control of invasive weeds (i.e. Giant Hogweed, Japanese Knotweed). This means that chemical treatments along path edges and fence lines will stop and there will be no treatment of weeds by chemical across the whole Council estate (including schools, housing areas). All maintenance in parks and playgrounds is now be completed by mechanical sweeping or hand weeding and edging.

It is anticipated that a full ban will be in place by 2026 for the control of weeds on our roads, carriageways, pavements, and hardstanding areas. As part of the phased reduction for the control of weeds on our roads, the Council will continue to investigate alternative methods of weed control as well as increase mechanical and hand removal of detritus and weeds. A new routing programme for mechanical sweeping of all streets will be introduced during 2024 and part of the benefit of this will be the reduction in the amount of soil and detritus which can act as a perfect seed bed for street weeds.

[Murray Black](#)

Wards Affected: All

2024 has proven to be a challenging year due to the warmer weather and high rainfall. In recent weeks, additional resource from both Parks and Greenspace and Street Cleansing has been focussed on weed spraying and removal across the pavement network where there has been significant weed growth to an unacceptable level.

The Council will continue to work with individuals or groups where there is a strong wish for chemicals not to be used. If an individual can make the commitment to weed the area in front of their own property, it will mean no chemical application will be required.

If given sufficient notice, sufficient community demand can be demonstrated and commitment to “selfweed” is provided by a street and/or area, then officers will work with them to ensure no chemical weed treatments are applied.

The funding allocated for Scrub my Streets and the Street Care Team will target areas of detritus and weeds going forward.

Scrub my Streets Update

It is anticipated that the Scrub my Street team will comprise of four smaller teams of four people. Each small team will be equipped with leaf blowers, strimmers, scraping and brushing equipment alongside vehicles. In addition, two small compact sweeper vehicles will be deployed, with interchangeable weed brushes and pavement cleaning scrub decks.

Focus for the team will initially be in Scottish Index of Multiple Deprivation (SIMD) 1 and 2 areas and on areas identified through the LEAMS data as having recurring problem locations.

Ahead of moving into a location, communications will be issued to advise residents when the team will be in their local area for a deep clean exercise and asking for appropriate parking measures to be in place. .

Ward Councillors and Community Councils will be engaged ahead of activities. There will be an opportunity to engage with businesses from a Corporate Social Responsibility/volunteering perspective and to re-establish previous initiatives such as Tidy Business Awards.

The Scrub my Street team will complement the existing Street Teams, allowing for up to 38 team members to be used at any one time

[Murray Black](#)

Wards Affected: All

Peak Hour Traffic Levels per Street	2018Counts			Traffic Model - Baseline			Traffic Model - Predicted			March 2024 Counts			Change 2018- March 24			
Location	AM	PM	Total Peak	AM	PM	Total Peak	AM	PM	Total Peak	AM	PM	Total Peak	AM	PM	Total Peak	%
Magdala Cres	374	251	625	347	237	584	201	141	342	240	164	404	-134	-87	-221	-35
CoatesGdns	145	153	298	141	95	236	196	127	323	151	142	293	6	-11	-5	-2
Rosebery Cres	105	105	210	69	128	197	37	124	161	22	24	46	-83	-81	-164	-78
Grosvenor St	31	35	66	22	29	51	33	20	53	13	8	21	-18	-27	-45	-68
Douglas Cres	207	125	332	266	153	419	235	119	354	135	113	248	-72	-12	-84	-25
Eglinton Cres*	155	141	296	162	138	299	165	151	316	148	109	256	-7	-32	-40	-14
Glencairn Cres*	155	141	296	162	138	299	165	151	316	148	109	256	-7	-32	-40	-14
Grosvenor Cres*	97	110	207	96	114	210	76	133	209	61	56	116	-36	-54	-91	-44
Lansdowne Cres*	97	110	207	96	114	210	76	133	209	61	56	116	-36	-54	-91	-44
Totals:	1366	1171	2537	1361	1146	2505	1184	1099	2283	979	781	1756	-387	-390	-781	-31

*50% of combined counts for both sides of garden

Counts taken at the junction of each street with Haymarket Terrace or Palmerston Place

Peak Hour Traffic Levels per Street	2018Counts			Traffic Model - Baseline			Traffic Model - Predicted			June 2024 Counts			Change 2018- June 24			
Location	AM	PM	Total Peak	AM	PM	Total Peak	AM	PM	Total Peak	AM	PM	Total Peak	AM	PM	Total Peak	%
Magdala Cres	374	251	625	347	237	584	201	141	342	193	171	364	-181	-80	-261	-41
CoatesGdns	145	153	298	141	95	236	196	127	323	186	244	430	41	91	132	45
Rosebery Cres	105	105	210	69	128	197	37	124	161	72	63	135	-33	-42	-75	-35
Grosvenor St	31	35	66	22	29	51	33	20	53	21	32	53	-10	-3	-13	-19
Douglas Cres	207	125	332	266	153	419	235	119	354	155	178	333	-52	53	1	1
Eglinton Cres*	155	141	296	162	138	299	165	151	316	132	154	286	-23	13	-10	-3
Glencairn Cres*	155	141	296	162	138	299	165	151	316	132	154	286	-23	13	-10	-3
Grosvenor Cres*	97	110	207	96	114	210	76	133	209	67	68	135	-30	-42	-72	-34
Lansdowne Cres*	97	110	207	96	114	210	76	133	209	67	68	135	-30	-42	-72	-34
Totals:	1366	1171	2537	1361	1146	2505	1184	1099	2283	1025	1132	2157	-341	-39	-380	-14

*50% of combined counts for both sides of garden

Counts taken at the junction of each street with Haymarket Terrace or Palmerston Place

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Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Update on Council Transport Arms Length Companies

Executive/Routine
Wards

Executive
All

1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee:
 - 1.1.1 In accordance with the Council's governance arrangements, notes the information provided by the Council's Transport Arms Length External organisations (ALEOs) and scrutinises the performance of the ALEOs for 2023; and
 - 1.1.2 Refers the performance element of this report to Governance Risk and Best Value Committee for noting and scrutiny (as set out in paragraph 3.1.2).

Gareth Barwell

Service Director, Operational Services

Contact: Hannah Ross, Head of Major Projects and Commissioning

E-mail: hannah.ross@edinburgh.gov.uk

Update on Council Transport Arms Length Companies

2. Executive Summary

- 2.1 This report summarises the performance of Transport for Edinburgh (TfE), Edinburgh Trams (ET) and Lothian Buses (LB) during 2023. The report should be read in conjunction with the audited annual accounts for the companies for 2023, which have been approved by the respective company boards and posted at Companies House on 28 June 2024.
- 2.2 2023 was characterised by continued patronage and revenue recovery from the impacts of COVID-19, work to support the City of Edinburgh Council's project to reform the Council's Transport Arms Length External Organisations (ALEOs), congestion and signalling challenges, particularly in the City Centre and the successful conclusion of the tram to Newhaven Project which opened for service on 7 June 2023.

3. Background

Governance of ALEOs

- 3.1 An update on the reporting on the Council's ALEOs was approved by Policy and Sustainability Committee on [25 February 2020](#). This report confirmed that the responsibilities of Executive Committees and Governance, Risk and Best Value Committee were as follows:
 - 3.1.1 Executive Committees – should scrutinise the future direction of the ALEO, performance of service delivery, progress against any agreements such as Service Level Agreements, and any emerging issues; and
 - 3.1.2 Governance, Risk and Best Value Committee – should scrutinise the ALEO's financial performance and any risks impacting the Council and/or ALEO.
- 3.2 Therefore, it is recommended that the performance element of this report be referred to Governance, Risk and Best Value Committee for scrutiny of the financial performance of the organisations and any risks impacting the Council or the Transport for Edinburgh Group.

Transport for Edinburgh

- 3.3 On [22 August 2013](#), the Council approved the establishment of TfE. The Council owns 100% of the shares in TfE which in turn owns 100% of the shares in ET and 91.01% of the shares in LB. The remaining shares in LB are owned by West Lothian Council (0.4%), Midlothian Council (5.47%) and East Lothian Council (3.12%).
- 3.4 The last [annual update](#) on the TfE Group was on 2 February 2023.

Transport ALEO Reform

- 3.5 In July 2020, the Council approved an [approach to reform](#) of the Council's Transport ALEOs. Since then, further updates have been provided to Committee in [November 2020](#) and [August 2021](#). On 12 October 2023, Committee [approved](#) a further [report](#) that recommended TfE be closed in its current form but retained as a shareholding shell company only.

4. Main report

- 4.1 A summary of the activities of the TfE, ET LB for 2023 are provided in Appendices 1, 2 and 3 respectively.
- 4.2 The audited accounts for the [TfE Group](#), [LB](#) and [ET](#) are available at Companies House and provide a detailed explanation of performance in 2023.
- 4.3 Passenger travel behaviours and travel patterns fluctuated during 2023, with a gradual return to some 90% of pre COVID levels by the end of the year. Revenue recovery was helped by several additional events at Murrayfield and a recovering summer visitor economy. Council funding to pay Edinburgh Trams at concessionary rates for carrying Under 22s ceased on 31 March 2023. After careful consideration, the Board of ET concluded that they should continue to carry Under 22s on the same concessionary terms. LB continued to receive funding support from the Scottish Government via Transport Scotland's Network Support Grant. This extra support also ended on 31 March 2023.
- 4.4 TfE Group revenue in 2023 was £207.3m, from patronage of 119.3m, resulting in a £4.1m profit after tax.

Service Level Agreements

- 4.5 Under the current operating agreements between the Council and its Transport ALEOs, no specific Service Level Agreements (SLAs) are set. Monitoring is carried out on a continuous basis through board representation and close working with the companies.
- 4.6 Additional monitoring, including setting of SLAs, is to be considered as part of the Transport ALEO Reform process whilst continuing to comply with restrictions of the Transport (Scotland) Act 2019 and its predecessors.

5. Next Steps

- 5.1 Committee is asked to refer this report to the Governance, Risk and Best Value Committee for scrutiny and noting, in accordance with the Council's governance arrangements for ALEOs as set out in paragraph 3.1.2.

6. Financial impact

- 6.1 There are no direct financial impacts arising from this report for the Council.

7. Equality and Poverty Impact

- 7.1 The Boards of TfE, ET and LB have met regularly to review the activities and performance of the individual companies. The Council is represented on the TfE Board by four Non-Executive Director Elected Members and an Observer with Officer Observers on the Boards of ET and LB.

8. Climate and Nature Emergency Implications

Environmental Impacts

- 8.1 Transport is the biggest generator of greenhouse emissions in Scotland. Encouraging greater use of sustainable travel modes, particularly by establishing more attractive, faster and reliable public transport, will help reduce the environmental impact of growth especially from traffic emissions. Improving public transport offering within the city will be essential to achieve a decrease in private car journeys which will have a beneficial impact on greenhouse gas emissions.
- 8.2 Edinburgh's population is growing six times faster than the national average. Edinburgh and the South East of Scotland Region is also the fastest growing region in Scotland and one of the fastest growing in the UK and Europe. The City Mobility Plan recognises public transport as a key element in supporting sustainable population and economic growth, whilst stimulating mode shift from car to public transport as part of the City's and Region's collective response to the climate emergency.

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

- 9.1 The information provided in this report complies with the Council's governance arrangements for ALEOs.
- 9.2 The consent of the Council is required for the appointment of directors to the Board of its transport ALEOs.

10. Background reading/external references

10.1 None

11. Appendices

Appendix 1 – Transport for Edinburgh Update for 2023.

Appendix 2 – Edinburgh Trams Update for 2023.

Appendix 3 – Lothian Buses Update for 2023.

Appendix 1 Summary from Transport for Edinburgh Ltd 2023

Funding and Parent Company Responsibilities

TfE Ltd received no funding from CEC in 2023, using reserves, augmented by project income, to continue to operate. Parent Company responsibilities included the successful conclusion of an unqualified, clean, TfE Group 2022 audit, support to Edinburgh Trams through the legal case relating to the 2018 Saughton fatality, continued support to the tram to Newhaven project and support to the Transport ALEO Reform work. Transport ALEO reform has had a destabilising effect on TfE although it has continued to work with the Council throughout.

Liaison with Transport Scotland

Improved liaison with Transport Scotland developed through COVID continued in 2023, principally covering the Transport Scotland Fair Fares Review and the consequences of the Under 22s concession scheme, particularly as it effected Edinburgh Trams, who were not included in the scheme. The revenue impact on Edinburgh Trams in 2023 was potential foregone concessionary reimbursement of £638,477. This takes into account the CEC reimbursement from 1 January to 31 March 2023 of £68,231. This CEC support was discontinued from 1 April 2024 and has not been reinstated.

People

TfE secondees have returned to their parent organisations. Other staff have left the business as projects conclude or are closed.

Edinburgh Cycle Hire Scheme.

During 2023 TfE took delivery of, via a negotiated free issue, the remaining Serco e bikes and e bike batteries held by Serco and Pashley. This allowed the generation of additional e bikes for The University of Edinburgh Unicycles Scheme which now holds 81 e bikes, 70 of which are in use at any one time with the remainder in routine rotating maintenance. A stock of e bike batteries has been generated following testing and regeneration. A further fleet of 30 e bikes is available. Throughout 2023 other cycle scheme infrastructure was repurposed with the Edinburgh Palette and Ardentinn Community Council.

Wayfinding.

TfE leads the Edinburgh Wayfinding Project and in 2023 Edinburgh St James, the Omni Centre, Diageo and Camera Obscura were onboarded as Wayfinding Sponsors, enabling a further tranche of 6 new totems to be installed and obsolete street clutter to be removed. Edinburgh Wayfinding is now available in the Bus Station and digitally in the St James Centre. Council Teams and Projects are using the capability and being encouraged to incorporate Edinburgh Wayfinding into their projects, including, but not exclusively; Granton Waterfront, Meadows to George St, George St and the Town Centre projects. In late 2023 National Galleries Scotland agreed to become a Sponsor, enabling the next batch of totems to be installed in July 2024.

Tram Advertising

TfE continued to support Edinburgh Trams in securing tram advertising clients throughout 2023. Notably securing a 3-year extension to the CR Smith contract and landing other well known, international, brands.

Driver Innovation Safety Challenge (DISC)/FOCUS+

The DISC Project has resulted in a wearable device, capable of collecting driver, lone worker and machine operator biometrics and sending this in real time to a control room, for controllers to observe wellbeing. The third iteration of the device, known as FOCUS Plus successfully passed Proof of Concept and Independent Testing in 2023. Essential milestones on the route to commercialization. TfE and ET remained fully engaged with the project throughout 2023. ET is expected to become an early adopter of the finished product that is now receiving global interest and acclaim.

Urban Logistics as an on Demand Service (ULaaDS)

In 2023 TfE contributed to a Satellite City Report which identified which Lighthouse City (Bremen, Groningen, Mechelen) Projects might be of most learning value to Edinburgh. Namely, Low Emission Zones, the use of cargo bikes, City Centre Logistic Hubs and consolidation, parcel lockers and a parcel locker framework for lockers on public space. The ULaaDs Project is now closed, and data and information can be accessed via the Project website.

Major Event Planning

In early 2023 TfE contributed to the Lessons Identified exercise following the delivery of Operation UNICORN in September 2022, resulting in revised governance for the planning and delivery of future operations.

TfE led on the coordination of Edinburgh's planning for the UCI World Cycling Championships.

Appendix 2 – Edinburgh Trams Update 2023

Overall Performance

A landmark year for the operator, 2023 saw the launch of tram services to Newhaven in June which has opened a new travel option for communities in Leith and those wishing to travel to and from other key locations along the new route.

End to end journey performance remained strong with 98.27% of all scheduled journeys completed across the full 12 months. This gives the backbone to delivering a safe, reliable efficient mode of transport for the city and its visitors.

The opening of the new line has proved popular with both new and existing customers, with patronage increasing by 92.1% in 2023 when compared to 2022, from 4.780m to 9.183m.

Even ahead of the launch, the network was well on the road to a full post-pandemic recovery. In the five months prior to the launch of trams to Newhaven, patronage rose to 2.19m from 1.34m, an increase of 63% over the previous five months.

Airport ticket sales have also seen a marked increase over the past year, with just under 1m departures from the airport recorded, up 40% on 2022, while online ticket sales have become increasingly popular, attracting over £1.8m in terms of cash receipts.

Time and money have been invested in promoting this sales channel, highlighting the flexibility and value for money of pre-purchase tickets such as airport tickets, zone bundles, and 3, 4, 5 Day “Tram Only” tickets.

Awards

The Team was once again award-winning taking Operator of the Year award at the Scottish Transport Awards and a special award for Colin Kerr also scooped a Lifetime Achievement Award at the Global Light Rail Awards for his dedication to safety and project delivery.

Event Management

Once again, Edinburgh Trams has continued supporting many famous Edinburgh events, including providing all-night travel at weekends during the iconic festival season, late services for the Royal Edinburgh Military Tattoo, additional services for The Royal Highland Show and free trams at Hogmanay.

Major sporting and cultural events at Murrayfield have also been supported, including international rugby and concerts by artists such as Beyonce, Harry Styles and Bruce Springsteen.

Notably, a major event at Murrayfield, the extension to Leith, and the Edinburgh Festival all contributed to Edinburgh Trams recording its busiest day ever, with over 56,000 passengers using the tram on 26 August 2023.

Tram Advertising

Tram advertising has also proved a valuable revenue stream, especially in the second half of the year. Although a five-year deal with Parabola came to an end at the start of 2023, the marketing team secured a major campaign with OVO Energy while CR Smith continued to advertise. We envisage that in 2024, as the confidence of the retail market improves, sales from tram advertising will exceed £500k.

Under 22's

We also continue to support the "Free Travel for the Under 22" scheme without support from the Scottish Government. We continue lobbying to be included in the concession scheme, as we believe it effectively promotes public transport, social inclusion, and an environmentally friendly mode of public transport.

The cost to the Government of supporting this scheme would have been just under £638,477 for 2023, and we will continue to lobby for trams to be included. Tram travel for U22s was subsidised from January to March 2023 by the City of Edinburgh Council, but reimbursement to Edinburgh Trams ceased from April 2023 and has not been reinstated. Acceptance of Under 22 passes has continued as refusal may lead to confusion and confrontation between pass holders and our Ticketing Services Assistants.

Appendix 3 - Lothian Buses Update 2023

Overall Performance

Lothian's overall performance in 2023 was very strong as the focus shifted from pandemic recovery to rebuilding the company. At the heart of this was the 2023 Business Plan which set out clear strategic and operational direction.

The company expanded into new parts of West Lothian and carried out due diligence on Eve Coaches in East Lothian, which was subsequently acquired in early 2024.

The impact of the home and hybrid working patterns has meant that Monday-Friday patronage is still flatter than pre-pandemic. Despite this, through exploring new opportunities and growth in key markets such as Under 22s and Contactless, passenger numbers recovered to just over 90% of pre-pandemic volumes.

The full return of the city's events calendar played a big part in the year's performance and Lothian was delighted to once again provide transport for a vast events and tourism agenda including numerous Murrayfield concerts and sporting events, the Highland Show, the Festival and more than 40 cruise ships.

Internally, significant effort went into modernising the company's employment offering. A 2-year pay deal was successfully agreed with Unite and an extensive on and off bus marketing campaign followed. Benefits such as Cycle to Work, Salary Sacrifice and Healthcare have been introduced and working patterns enhanced with 4-day and part-time starting to emerge.

Towards the end of 2023, an Employee Engagement Survey was carried out. Some highlights from the results are as follows:

- 85% of people are proud to work for Lothian
- 95% of people are clear what's expected of them
- 85% believe Health & Safety is taken seriously at Lothian
- 72% believe there's a clear vision for the future of Lothian

The result of all this hard work and effort is evidenced in the financial performance for the year which included the return of a £3.2m dividend to Lothian's local authority shareholders.

Recruitment

One of the final challenges of the pandemic was an industry-wide driver shortage which led to significant recruitment and retention issues.

Sarah Boyd, Managing Director chaired a Driver Shortage Subgroup of the Scottish Government's Bus Taskforce and the outputs from the group include the successful lobbying for various changes to licence legislation which will streamline some aspects of PCV training for all operators.

Having extensively invested in the Lothian employment offering, over the course of 2023, a healthy training pipeline was built and 481 new drivers recruited across the group with an 87% success rate.

This has led to more recent service changes including the restoration of some pre-pandemic mileage and frequency. This is something that will continue to be built upon during 2024.

The company was awarded an Armed Forces Gold Covenant for its work with ex-military personnel.

Network Resilience

Resilience within the network continues to be a key area of dialogue between Lothian and the Council due to the impact that roadworks have on reliability and diversions for Lothian Buses services. The development of LB Roads, an information and communication tool that's been shared with CEC has allowed for improved monitoring of resilience and is used to inform discussions intended to maximise coordination and reduce impact.

LB Roads was recognised with an Excellence in Innovation and Technology award at the 2023 Scottish Transport Awards.

Net Zero 2035

2023 saw the launch of a Net Zero 2035 strategy (Lothian: Driving towards Net Zero - Lothian Buses). The first phase of this plan will see the introduction of 50 electric double deck vehicles together with the associated required infrastructure.

Accessibility & Inclusion

Lothian continued to build on a strong accessibility and inclusion agenda and achieved various awards and initiatives including:

- Excellence in Transport Accessibility – Scottish Transport Awards 2023
- Diversity in the Public Sector Award – The Herald Diversity Awards 2023
- National Autism Friendly Award 2023
- Best in Sector – Women in Transport Equity Index
- Recognition as a Disability Confident Committed Organisation
- Founding members of Women in Bus & Coach
- Introduction of a new customer service system (Zendesk) allowing for easier access to information and feedback
- Focus groups to develop the accessibility features within the new (launched on 3 June 2024) Bus & Tram app.
- Keep Safe training for all retail employees.

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Transport and Environment Committee

10.00am, Thursday, 15 August 2024

St James Quarter – Introduction of a Traffic Regulation Order

Executive/routine
Wards

Executive
11 – City Centre

1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee:
 - 1.1.1 Agree to revisit its decision of 12 October 2023 and reconsider the access arrangements for St James Square; and
 - 1.1.2 Approve the commencement of the statutory procedures for a Traffic Regulation Order (TRO) as detailed in this report.

Peter Watton
Service Director, Operational Services

Contact: David Cooper, Head of Development and Regeneration
Email: david.cooper@edinburgh.gov.uk

St James Quarter – Introduction of a Traffic Regulation Order

2. Executive Summary

- 2.1 This report seeks approval from Committee to commence the statutory procedures to make a Traffic Regulation Order (TRO), necessitated by the St James Quarter regeneration project as described in this report. This revisits Committee's decision of 12 October 2023 in view of additional information provided by the St James Quarter developer.

3. Background

- 3.1 The roadworks in and around the St James Quarter that were funded by the Growth Accelerator Model (GAM) and delivered by Nuveen (the Developer) were completed in June 2023. The development necessitated that these roads be re-aligned, reprofiled, and resurfaced.
- 3.2 During the execution of the works, there was a Temporary Traffic Regulation Order (TTRO) in place for the purpose of enabling construction work. The TTRO ended upon completion of the fitting out of the W Hotel and residential units within the development.
- 3.3 The roadworks have all now been completed and the final section was handed over in June 2023.
- 3.4 On 12 October 2023, Committee considered [options](#) for the regulation of the redeveloped St James Square. Committee agreed that St James Square had been designed to be principally a pedestrian space and an area where people could sit and linger and, accordingly, requested that a new Traffic Regulation Order (TRO) be prepared that permitted access beyond the bollards for pedestrians only (with access for emergency vehicles as required).
- 3.5 In January 2023, the Edinburgh St James entity which owns the W Hotel petitioned the Court of Session for a judicial review of the decision taken by the Committee. The petition argued that the decision of the Council was taken without due knowledge and consideration of all material facts, specifically:

- 3.5.1 The structure, operation and functions of the St James Quarter car park and the implications for operation of the hotel;
 - 3.5.2 The history of planning permission for the St James Quarter development, including plans which envisage some vehicular access to and from the hotel by means of St James Square;
 - 3.5.3 Road traffic regulation for Elder Street and St James Square before the development commenced; and
 - 3.5.4 The history of the placement of retractable bollards at the entrance to St James Square from Elder Street.
- 3.6 The Council, with the Developer's cooperation, have subsequently asked the Court of Session to sist this process on the basis that this matter is reported back to Committee for reconsideration, ensuring that all relevant information is available to inform decision making. The Court agreed to the sisting to allow this to happen.
- 3.7 Since December 2023, the Developer has been allowing access into St James Square by vehicles on a restricted basis in accordance with the extant TRO. The Developer has provided the Council with their monitoring data for this temporary arrangement as information.

4. Main report

- 4.1 As was the case when this matter was reported to Committee on 12 October 2023, now that the St James Quarter regeneration project is complete, the regulations controlling the use of the roads in and around the centre need to be revisited. In particular, the use of Elder Street as the access to St James Square ("the Square") requires to be reviewed.
- 4.2 To ensure that Committee have all the necessary information to allow them to make an informed decision, this report has two main sections. The first sets out the context and the second sets out a recommended approach for Committee to consider.

Context

St James Square - Current access arrangements

- 4.3 Prior to the redevelopment of the St James Quarter, Elder Street provided vehicular access to a private car park that served the New St Andrew's House office building that previously stood on the site. The TRO that was in place to facilitate this arrangement, which is still the extant order, allows for vehicular traffic on Elder Street. The adopted road runs beyond the newly installed bollards and into what is now St James Square (as can be seen in Appendix 1).

Ownership of St James Square

- 4.4 The Square is currently in the ownership of Edinburgh St James (GP) Limited as general partner of and trustee for Edinburgh St James Limited Partnership (“ESJLP”), but is due to be transferred to the Council as part of the Land Acquisition Agreement between the Council and the Developer. Once the conveyancing process is completed, the Council will take title to the Square (but not the buildings beneath it) with the area being long-leased back to ESJLP. The Council, as landlord, has the right under the lease to approve (or reject) activities that fall outwith the Permitted Use of the Square (which is primarily for hosting events).
- 4.5 Based on external legal advice, the Council’s position is that vehicular access to the Square is not a permitted use under the lease. Consequently, the Council’s position is that ESJLP, as tenant, will need to seek the Council’s permission for this. Any such permission would be granted on the condition of ongoing compliance with a Standard Operating Procedure (SOP) (the current version of this is shown in Appendix 6). It should be noted that any such SOP and associated permission would need to be aligned with the decision taken by the Council as Roads Authority. It is noted that ESJLP’s position is that use of the Square for vehicular access and egress (including loading, unloading, and parking, including in relation to the W Hotel) is permitted by the lease.

Use of St James Quarter car park

- 4.6 A statement has been provided by the Developer (Appendix 2) setting out both the physical and legal restrictions on the use of the St James Quarter car park by, in particular, taxis conveying guests to and from the hotel. Essentially, the case being presented is that there has been a longstanding expectation from the Developer that the hotel will be served by some level of vehicular access from the Square and that if this is not available the operation of the hotel will be compromised due to these restrictions.
- 4.7 The case for permitting vehicle access to the Square, as set out by the Developer, is reproduced verbatim in Appendix 2. Key points that have been raised by the Developer for consideration by Committee are summarised below:
- 4.7.1 There has historically been vehicle access to the Square;
- 4.7.2 The planning permissions granted for the St James Quarter, and the GAM Agreement between the Council and the Developer, envisaged the provision of retractable bollards to enable controlled vehicular access to the Square. The legal structure put in place to own and operate the St James Quarter reflects the Developer’s “legitimate expectation” of these arrangements;
- 4.7.3 The “VIP” drop-off area in level B2 of the St James Quarter car park can only accommodate one vehicle at any given time. Safety considerations mean utilisation of the drop-off area will disrupt public usage of the car park, while at busy times of the year hotel guests may face delays to arriving at, or departing from, the hotel;

- 4.7.4 The use of the car park for guests arriving by vehicle would diminish the experience of guests, with implications for its reputation and performance;
- 4.7.5 The hotel reception and other facilities for arriving guests are on level 3 of the St James Quarter, four floors above level B2. The lift connecting level B2 and level L3 has limited capacity; and
- 4.7.6 The car park has a height restriction of 2.3 metres; executive coaches commonly exceed this height and therefore in some cases would physically not be capable of using the car park. Works to allow the largest executive coaches to access the car park would be costly and potentially impractical.

- 4.8 Section 122 of the Road Traffic Regulation Act 1984 requires the Council as Roads Authority to have regard to "any other matters appearing [...] to be relevant" when exercising its functions. The Developer has requested that the matters set out at 4.7 and in Appendix 2 are given regard by Committee in reconsidering the access arrangements for the Square.

Simulation Exercise

- 4.9 In July 2022, the Developer arranged a "simulation" drive through of the Square by both taxis and executive coaches with Council officers and advisors present. On conclusion of this, the Council highlighted that it was willing to consider controlled access to the Square, conditional on the developer satisfactorily addressing the observations arising from the simulation exercise. The observations being that the Square is designed primarily as a pedestrian environment and that there is limited room available for vehicular movements without giving rise to conflict with pedestrians and cyclists. The Developer was advised that careful consideration needed to be given to the size of vehicles permitted to enter the Square, the number of vehicles that could be in the Square at any one time, and the arrangements that would need to be in place to safely manage the Square in the interests of all users. These considerations have informed the proposed amendments to the orders (set out at Appendix 5).

Temporary Access Arrangements

- 4.10 In light of the extant TRO, the bollards controlling entry to the Square are currently fixed in the "down" position and access beyond the adopted road into the Square is controlled (as set out in Appendix 3). Under this arrangement, all vehicles can use the adopted road, but only taxis and executive coaches can access the Square.
- 4.11 There have been no accidents recorded since this arrangement was put in place and all monitoring information has been made available to Council officers to review. Appendix 4 illustrates trips and desire lines based on the monitoring to date.

Proposed approach

- 4.12 In light of the above considerations, it is proposed that a TRO is promoted allowing limited vehicular access to the Square as described in Appendix 5 in conjunction with the Standard Operating Procedure (SOP) set out in Appendix 6.

5. Next Steps

- 5.1 If the recommendations are approved, the Council will commence the legal procedures required to make a TRO.
- 5.2 The effectiveness of the arrangements will be monitored using the management suite in the St James Quarter, which includes multiple CCTV cameras specifically covering the Square. For details for the proposed monitoring, please refer to Appendix 7.
- 5.3 The arrangements set out at 4.10 will remain in place until superseded by a new TRO.

6. Financial impact

- 6.1 The capital works (along with the cost of preparing the necessary drawings to support the TRO) have been funded through the GAM that enabled the St James Quarter regeneration
- 6.2 Typical costs associated with the statutory procedures to make the necessary orders are approximately £12,000 to £15,000 per package.

7. Equality and Poverty Impact

- 7.1 Statutory consultation will be carried out as part of the formal TRO process. This will give any interested parties the opportunity to submit any comments or objections to the promoted TROs to the Council.
- 7.2 Extensive stakeholder engagement and public information events were held as part of the planning process for the St James Quarter, consequently there is an awareness of the planned changes which will assist in the statutory consultation.

8. Climate and Nature Emergency Implications

- 8.1 No specific climate and nature emergency implications have been identified in relation to this report.

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

- 9.1 Significant consultation was undertaken with the community around the changes to the Picardy Place junction and surrounding streets to inform the final design that has been implemented. Statutory consultation will be carried out as part of the TRO procedures.

- 9.2 The developer has prepared a comprehensive risk assessment demonstrating that permitting vehicles to enter the Square would not result in a safety risk to pedestrians and cyclists.
- 9.3 An information session has been arranged for residents of the tenements adjacent to the Square.

10. Background reading/external references

- 10.1 None

11. Appendices

Appendix 1: Plan of Elder Street/St James Square – extent of adopted road

Appendix 2: Statement from the Developer on ability to use St James Quarter car park

Appendix 3: Temporary access arrangements

Appendix 4: Temporary access arrangements – findings

Appendix 5: Proposed amendments to orders

Appendix 6: Standard Operating Procedure

Appendix 7: Monitoring the effectiveness of the access arrangements

Appendix 1: Plan of Elder Street/St James Square – extent of adopted road



Blue = adopted area

Appendix 2: Statement from the Developer on ability to use St James Quarter car park

Extract from email from Ed Webb, Nuveen to David Cooper, City of Edinburgh Council – 25/07/2024

As requested, I am writing to provide you with an explanation of the legal and practical issues why it is not the case that the vehicles that were proposed to have access to St James Square in the experimental traffic order (ETRO) can simply use the St James Quarter car park instead, as elected members believed at the time of their original decision.

Corporate Structure

The corporate structure and governance for the development, including the car park and hotel, was put in place based on the “reasonable anticipation” following the grant of planning permission for the quarter in 2009 (Outline Approval) and the further approvals of “Matters Specified in Conditions” (AMSC) and Listed building approvals in 2015 and 2016. The structure was also shared with CEC officers prior to the signing of the Growth Accelerator Model (GAM) Agreement in October 2016.

Both the planning approvals and the GAM Agreement anticipated, and approved, the provision of retractable bollards to allow controlled vehicular access to St James Square for the purposes of a hotel pick-up/drop-off facility.

As you can appreciate, with international investors complex structures are required to optimise the flow of investment through multiple tax jurisdictions. The complex structures are set up to minimise financial “wastage” so as to maximise the receipt to investors in their domiciled country. Investors choose to invest based on this net receipt and their confidence in the robustness of these governance structures in the development, operation and in a part of full asset disposal scenario and that the legal and procedural systems will broadly remain in place throughout the investment period.

Edinburgh St James Limited Partnership (ESJLP) is an English Limited Partnership and the main holding partnership of the assets that form St James Quarter. It is a partnership between Edinburgh St James Unit Trust (SJEUT) - a jersey based unit trust owned 75% by Stichting Depository APG Strategic Real Estate Pool (APG) and the Nuveen UK Shopping Centre Fund (UKSCF) and Edinburgh St James (General Partner) Limited (ESJGPco). The executive board of ESJGPco control the asset on a day to day basis with powers delegated from the board of SJEUT.

Underneath this structure, Edinburgh St James Limited Partnership (ESJLP) - an English company, which holds the entire development but whilst it principally holds the retail public car park and ApartHotel, 4 additional companies are formed below this to hold specific elements of the project for the current and future flexibility to include separate ownership structures, operational issues and investment liquidity/flexibility. These are as follows:

1. Residential – This is composed of a residential holding company and a residential building company. The latter company has additional investment from Queensbury Property Limited (QPL) and will be dissolved when all apartments are sold.

2. Residential ownership of any rented residential property but currently Flat 7, 25-27 St James Square (tenement building) is held in St James Square Holding Company (SJSHco).
3. Hotel – St James Quarter (GP) Ltd have partnered with ESJLP to form St James Quarter Hotel (general Partner) Ltd (HGPco). HGPco and ESJLP have in turn established St James Quarter St James Quarter Property Unit Trust (HJPUT) as the property holding company. HJPUT have partnered with HGPco to St James Quarter Hotel Limited Partnership (HLP) for the purposes of carrying out the development of the hotel (the fit out element) who in turn have established St James Quarter Hotel Operating Company Limited (HOPco) and granted this entity with a lease of the building. HOPco have granted a management contract to Starwood Hotels and Resorts (now trading as Marriott) for a W Hotel.
4. Car Parking is owned by ESJLP but with the establishment of St James Quarter Car Park Operating Company Limited (CPco) for the day to day operation. This is split into two parts where the Residential car parking spaces are granted a servitude right attached to their feuhold apartment but managed by CPco and the public car park is managed under operating lease to CPco. A management agreement is granted to Care Park for 15 years, which includes an option to convert this to a FRI lease, once stabilisation has occurred. The car park usage is still growing at c50% pa, so stabilisation has not yet occurred.

The legal governance and structure above was put in place to successfully attract investors into the City and, as noted above, was created following decisions on planning approvals and the GAM Agreement which anticipated, and approved, the provision of retractable bollards to allow controlled vehicular access to St James Square for the purposes of a hotel pick-up/drop-off facility.

The governance structure was established having regard to those decisions. As outlined above, the hotel and car park are two separate legal entities with differing ownerships and formed part of the basis of international investors choosing to invest in a 5-star hotel in Edinburgh and Scotland.

Practical Operation and Physical Configuration

There is a small VIP drop off facility which has been created in the car park at level B2 to enable “one off” extra special guests/celebrities to receive a discrete dedicated service, controlled under a management agreement between the hotel operator and the car park operator with the approval of ESJLP. However, this facility has restricted spatial provision preventing any more than 1 guest vehicle being addressed at any one time and will therefore only be manned when needed. To avoid danger to fans, access to this facility in certain one-off scenarios will be via the residential car park. Whilst this facility has also been assessed for managing hotel car parking when St James Square is being used for an event, this scenario remains untested and will involve substantial temporary suspension of numerous public car parking spaces, temporary disruption to the circulation and access and egress of the car park and a TTRO for each event. It is therefore anticipated that this option (if proven) is instigated very sparingly.

Furthermore, the residential car parking access and egress is fully separated from the public car park access and egress to avoid residents being caught in shopper congestion at busier times of the retail calendar. There is no ability for this provision to function for the hotel guest drop off and, inevitably, at these busier times in the retail calendar the use of the car park by non-hotel guests will give rise to delay or hindrance in accessing or departing from the hotel.

St James Square has been specifically designed and agreed for the purpose of hotel drop off and any further hotel car parking needed would use the public car park, once guests and their luggage have entered the hotel. The significant impact of all guests being forced to use the public car park for check in and drop off as the first experience of a 5-star hotel offer in Edinburgh would, in Marriotts view, be internationally unique and this would damage the custom, reputation and therefore the income of the hotel and the City of Edinburgh.

Notwithstanding the above, the hotel has not been configured physically to allow for all hotel drop off at level B2 - as all associated supporting hotel guest facilities such as security, concierge, baggage storage, check in and group check in, waiting areas and access to all three hotel buildings that form the W hotel are at level 3 of the project (4 floors above the car park facility). The elevator from the car park to the hotel also has limited capacity and hotel guests with a disability are likely to find access to and from the hotel via the car park more difficult compared with access directly to and from the hotel by means of St James Square.

A fundamental physical constraint is that car park has a physical height restriction of 2.3 metres. Executive coaches commonly exceed this height restriction. The largest executive coaches which the proposed ETRO envisaged accessing St James Square have a height of almost 2.8 metres. If at all practicable, costly structural adjustments to the car park would be required to address this fact and allow the vehicles to be covered by the ETRO access to the car park.

In summary, the car park has not been configured to allow for the scale of such activities without significant impact on layout, operational efficiency, access and egress, waiting times, acceptable staff working environments and income.

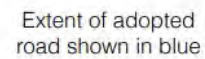
Any forced change to these designed elements will incur significant guest and public disruption, cost, reputational damage to the investors, resident and visitor and result in material contractual breach and even if it was possible, would be highly inefficient, unacceptable as a working environment for staff and would substantially diminish the investment value of the hotel. Such arrangements would also need to be agreed with the CPco who would be facing significant disruption to their operations.

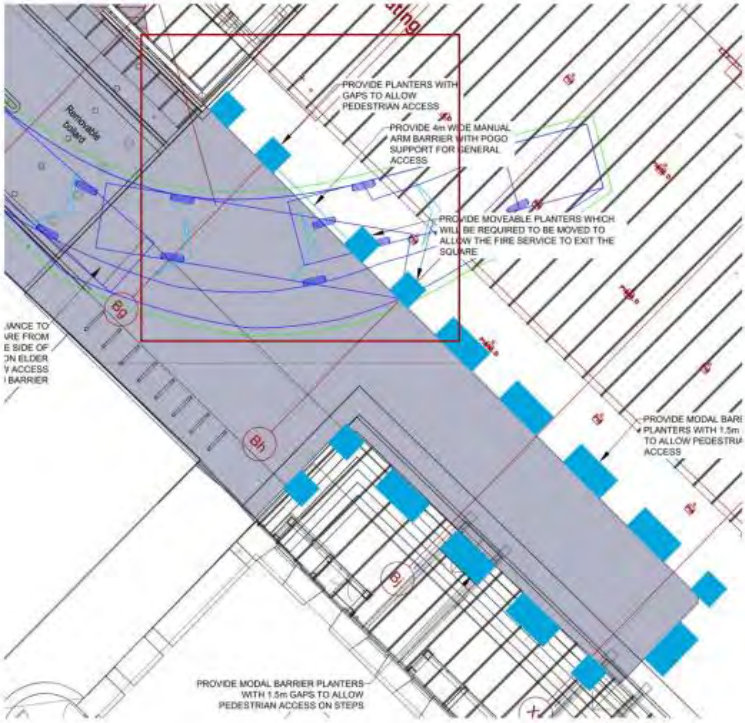
Conclusion

I hope that this clearly explains the extremely complex governance structure associated with a major mixed-use investment of this scale, as well as the severe practical issues that would arise if it is proposed that guest pick-up and drop-off for the W Hotel is to occur in the car park. This would have a significant impact on investment.

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AMA Proposal for Entrance



Planters adjusted to accommodate handrail



AMA Proposal for Steps



Aerial View



View from Elder Street

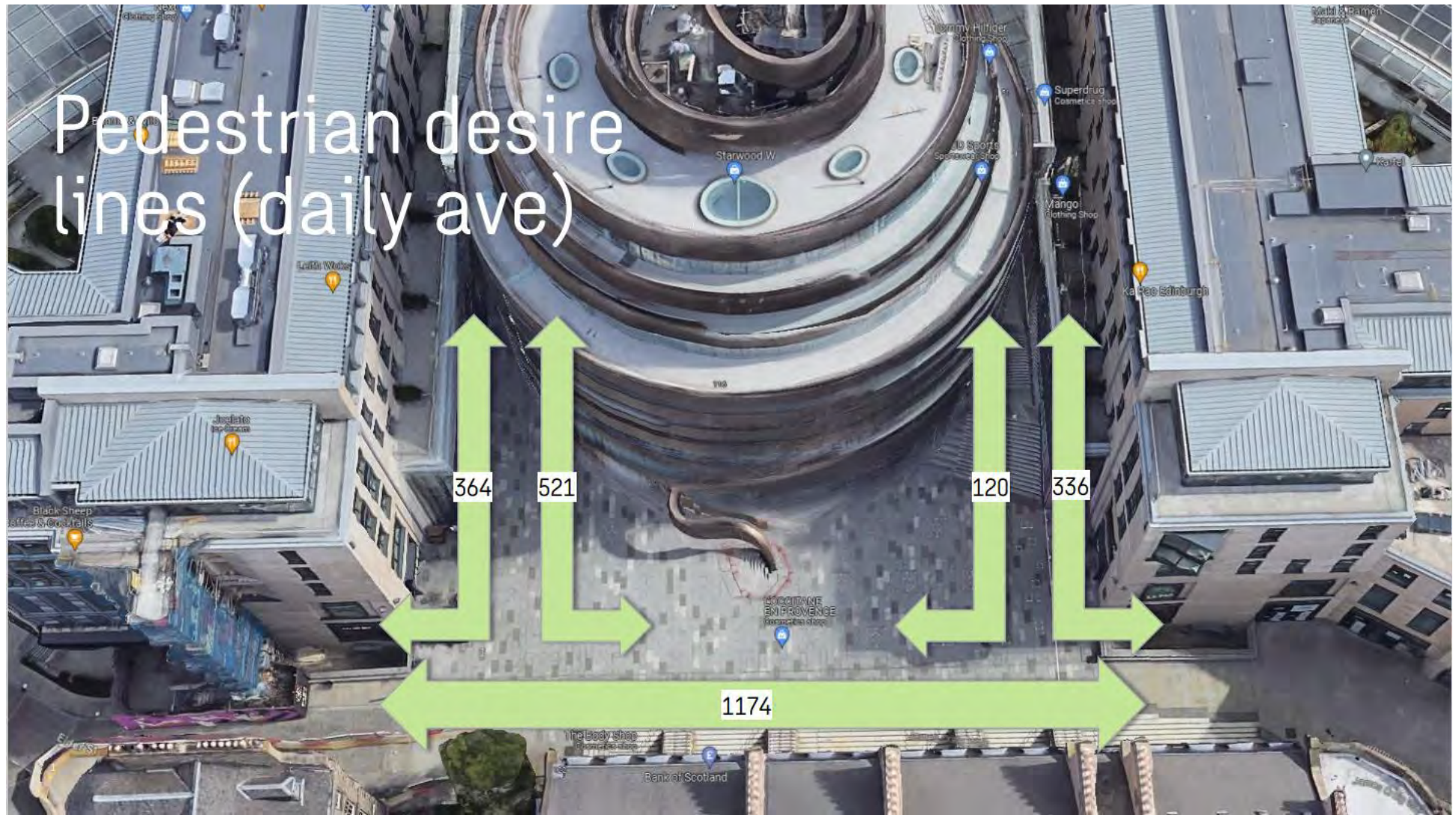


View of Shopfronts

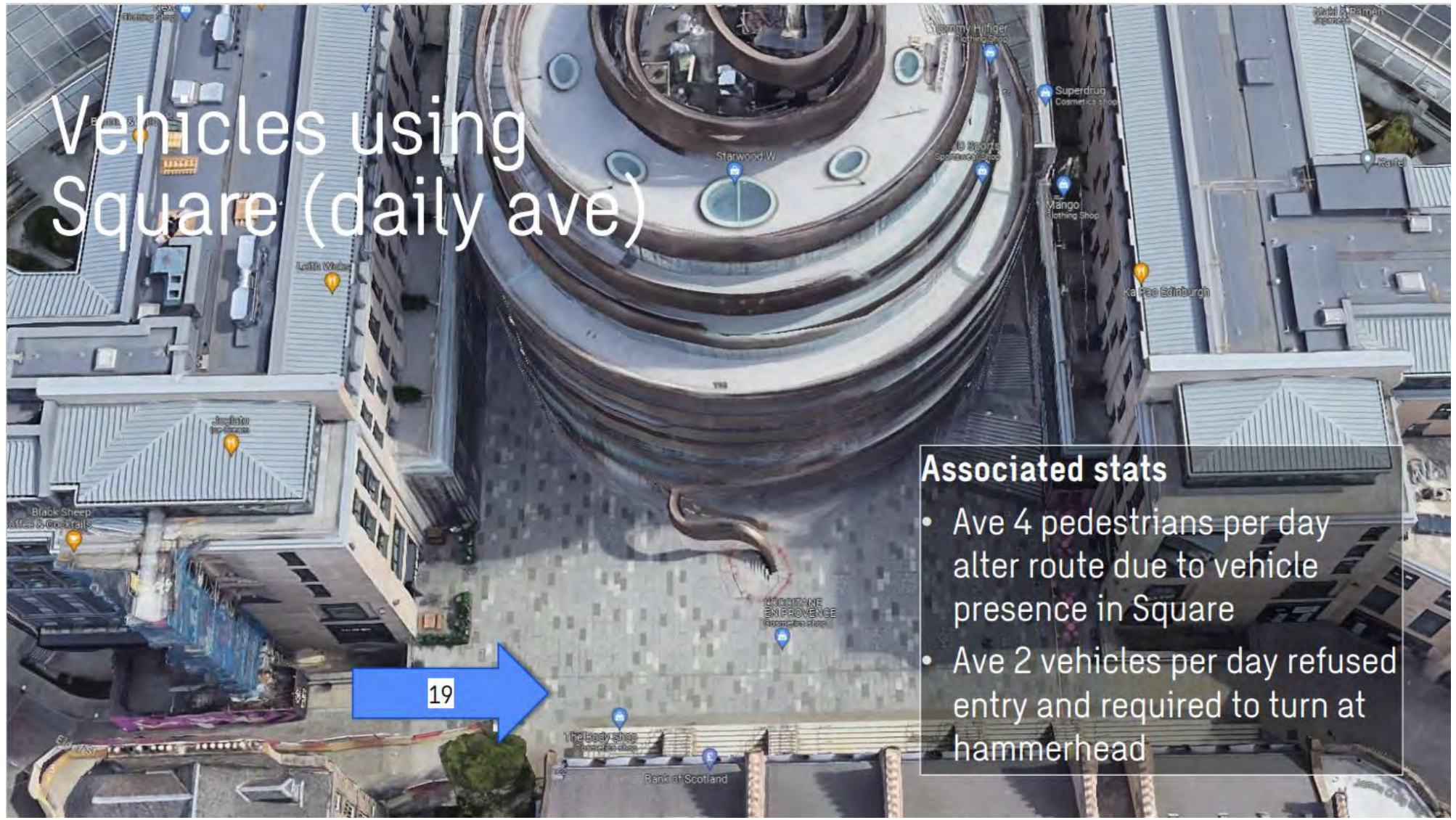
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Appendix 4: Temporary Access Arrangements – findings







Vehicles using Square (daily ave)

Associated stats

- Ave 4 pedestrians per day alter route due to vehicle presence in Square
- Ave 2 vehicles per day refused entry and required to turn at hammerhead

Appendix 5: Proposed amendments to orders

1. Extent of Proposed Restriction: St James Square, the whole road from a point 3m north-west of the extended south-west building line of numbers 23 to 26 St James Square.
2. Effect of proposed restriction: A prohibition of all motor vehicles, with exemptions.
3. Standard Exemptions without requirement for Notice: Emergency Services Vehicles.
4. Standard Exemptions that require 24 hours' notice:
 - Building works,
 - Roadworks,
 - Furniture Removals,
 - Weddings and/or Funerals
5. Additional Exemptions:
 - Taxis (no more than two at any one time).
 - Small buses, with maximum of 25 seats and no larger than 7m in length (no more than one vehicle permitted in the prohibited area at any one time and only where said vehicle is being used to convey guests to or from premises accessed directly from within the prohibited area. No vehicle will be permitted to wait within the prohibited area for a period longer than is required to set down or pick up passengers and no vehicle will be permitted to remain in the prohibited area for a period exceeding 10 minutes).
6. The exemption for taxis will enable residents of Elder Street and St James Square further access to their properties.
7. Any additional requirements not permitted under the general terms of the proposed traffic order, such as (but not limited to) the holding of events or for significant property maintenance, will require to be delivered via Temporary Traffic Regulation Order (TTRO). In such cases, said TTRO could amend or remove the exemptions for taxis and buses. Emergency vehicle access would be maintained at all times, and provision could be made for other vehicles requiring access to the square, subject to further requirements to ensure the safety of pedestrians and cyclists.

**Access to St James Square
with SJQ Security supporting W Hotel
(SOP-SJS001)**



Document Control Sheet

Access to St James Square with SJQ Security supporting W Hotel (SOP-SJS001)		
Client Name: SJQ	Name and Address: St James Quarter, Edinburgh	
Contract Start date:	Issue No: 001	Date SOP review due: 16/05/2025

Record of Revisions

Version No.	Date	Created/Revised by	Description
1.0	26/05/2023	GR/JW/FB	Document Creation
1.1	9/06/2023	FB	Modification. Inclusion of vehicle as a weapon and streamlined per threat tier
1.3	16/06/2023	NH/AR/FB	Review of the draft. Comments regarding the ETRO, spelling typo corrections, conversations around signage, risk around the clearance of vehicles on the square as well as 3D item on the square to lead the vehicles and mitigate risks of conflict between pedestrian and vehicular access
1.4	24/11/2023	JW	Revision of the document due to change in directorship
1.5	31/01/2024	MH/GR/JW/MM	Title updated. Section 12 added following input from W Hotel
1.6	16/05/2024	MH/GR/JW/MM	Review of draft comments
1.7	24/07/2024	MH/GR/JW/MM	SOP Sign-off

Document Ownership

If there are any amendments or suggested changes to this document, please contact the following personnel:

Document Owner:	Site Security Manager	Graham Roach
Authorised By:	Operations Director	Martin Macdonald

It is the responsibility of each Standard Operating Procedure owner to update their folder upon notification of any authorised plan change from the document owner.

Below highlight personnel where copies of the Standard Operating Procedure folder reside:

Location of Document

Location	Folder Custodian	Sign-Off
SJQ Security Control Room	Graham Roach	
Management office SOP SharePoint	Martin Macdonald	
W Hotel Security Office	Mouweffeq Hammoud	

SOP Summary

Each Standard Operating Procedure (SOP) has a dedicated title and number that provides a process of information to all members of the SJQ team that will allow them during their operational duties to deal with an incident that is covered by that dedicated SOP.

1. The Task

The safe operational access & egress to St James Square for vehicles.

1.1 Purpose of the task

To safely control access & egress of vehicles onto St James Square to serve the W Hotel with access required via Elder Street.

- Mitigation of VBIEDs

- Mitigation of any risk for a vehicle to be used as a weapon (HVM)
- Mitigation of any risk or harm to pedestrians dwelling on the square at any given time.
- Mitigation of any risk or harm during planned events on St James Square.

This document is to ensure that everyone involved in Security operations understands the strategy with managing the vehicular access to St James Square.

St James Quarter Control Room Emergency Phone Number **0131 290 1111**

W Hotel Control Room Emergency Phone Number **0131 287 1457**

1.2 Location of the task

St James Square

1.3 Timings

24hrs per day, 365 days per year.

1.4 Safety

- It is important to remember that any decision will be dictated by the main principle of always keeping all persons safe and by extension ensuring that we always provide a safe environment.
- Control Room staff and Guest Ambassadors operating at SJQ are Security Industry Authority (SIA) licenced individuals and have undergone additional Counter Terrorism awareness (ACT) Training
- Additional National Protective Security Authority (NPSA) Responding to Terrorist Incidents Control Room Operators Course has been undertaken by Control Room Operators as well as the Compliance Manager
- SJQ Control are to refuse access to any vehicles drivers who are not authorised to enter the area.
- The number of vehicles on the square at any given time will not exceed the following:
Two vehicles (taxi, private, Dedicated Hotel Executive Vehicle) or one Executive seater (Maximum 25 passengers), no other vehicles are to be permitted on the square at the same time, except for those carrying out works/maintenance.

- The identity of the passenger must be checked before entry is permitted, upon the threat level rising above substantial additional means of identification must be produced.

1.5 Supporting Documents and Equipment

- [Pocket notebook](#)
- [Radio](#)
- [Hi-Viz Clothing](#)
- [Control Room Log](#)
- [Assignment Instructions](#)
- [Emergency Response Manual](#)
- [SJQ SOP's linked to this document](#)
- [Any other intelligence report provided internally, by security partners or Police Scotland](#)

1.6 Roles and responsibilities

- **Senior Duty Manager:** SJQ Centre Management team, Director, or Manager
- **Duty Security Manager:** SJQ Duty Manager
- **Main Control Room:** SJQ Security team
- **Security:** Vigilant Guest Safety Ambassadors
- **Security Manager:** W Hotel Security Manager
- **W Hotel Control Room:** W Hotel Security team
- **W Hotel Talent:** Front of house team

1.7 Responsibilities

- Manage and control the safe access of vehicles onto St James Square whilst protecting pedestrian/cyclists for the purpose of the drop off at the entrance of the W Hotel or Contractor works within St James Square.
- SJQ Security Team will manage and control the safe access of vehicles onto St James Square whilst protecting pedestrians for the purpose of the drop off at the entrance of the W Hotel or Contractor works within St James Square.
- Ensure suitable LUX levels are maintained throughout the year to facilitate safe operation of entry, exit and movement within St James Square for all users.
- The W Hotel Team will inform via telephone/radio SJQ Security Control authorised vehicle and bollards to drop to permit access to the square.
- To ensure they comply with the escalation procedures stated in this SOP.
- Completing reports: The team members must complete detailed reports of any incidents and provide statements to the Police on their request.
- Have knowledge of and understand the threat posed by Vehicle Borne Improvised Explosive Device (VBIED)
- Have knowledge of and understand the threat posed by Bomb Threat

1.8. Procedures

Standard Operating Procedures: The safe operational access & egress to St James Square for vehicles.		
Generic Instruction	Local Instruction	Responsibility

1.	The vehicular access strategy to St James Square will be handled collaboratively by both W Hotel and SJQ Security Team	All
2. Elder Street	- Signage is in place showing restricted access to only authorised vehicles. - CCTV cameras monitoring Elder Street and entrance to St James Square, to be monitored by the W Hotel Security Control Room (SIA CCTV licence to be held by W hotel staff who have access to these cameras) - The Hammerhead area will be monitored and managed to allow denied access vehicles to turn around and drive off northbound of Elder Street - The waiting vehicles will be monitored in location, ensuring that vehicles are not using Elder Street as a taxi rank, blocking the access to booked vehicles or vehicles waiting to drop off guests arriving at the hotel. - The risk of conflict and pinch points on the square side of the bollards, vehicles will have restricted	SDM / DM/ CCTV Operator/ Guest Safety Ambassador

	access with priority given to vehicles exiting the square. Regular Guest Safety Ambassador patrols covered by the SJQ wider security strategy is extended to this area.	
3. Person(s) requesting access must do so by use of the intercom at Elder Street bollards.	1. SJQ Control Room to answer the intercom. 2. SJQ Control Room to observe the area via CCTV. 3. SJQ Control to Contact W Hotel security. 4. Confirmation of permitted person confirmed by W Hotel staff. 5. Bollards lowered by SJQ Control.	SDM / DM/ W Hotel Door Person /Team Leader/CCT V Operator/ Guest Safety Ambassado r
4. When access approved, bollards lowered fully.	- Bollards should be lowered fully until the green light appears at the access point. This should be done by use of the Physical Security Information Management System (PSIM) - During operation an audible alarm will sound at bollards - The bollards will be raised by SJQ Security immediately to prevent "Tailgating of vehicles"(manual operation)	CCTV operator (SJQ)
5. Vehicles follow designated route to drop off or the designated area approved in the permit	- One way system to be adhered to - Two vehicles (taxi, private, Dedicated Hotel Executive Vehicle) or one Executive seater (Maximum 25 passengers) no other vehicles are to be permitted on the square at the same time. - Additional stationary vehicles allowed to complete maintenance activity parked appropriately, independent risk assessment for this activity required.	SDM / DM/ W Hotel Door Person /Team Leader/CCT V Operator/ Guest Safety Ambassado r
6. Access monitoring and management. SJQ is operating on the preventative strategy for U.K threat levels Low-Substantial, no known additional threat reported by the police.	- Two vehicles (taxi, private, Dedicated Hotel Executive Vehicle) or one Executive seater (Maximum 25 passengers), no other vehicles are to be permitted on the square at the same time. - Vehicle arrives at the bollards or is monitored approaching the bollards by SJQ Security Control. - SJQ security Control will notify the W Hotel of the vehicle registration number. - The W Hotel Security will clarify with the guest that the vehicle is for them, if no clarity is provided the Front of house will approach the vehicles driver and enquire on their purpose.	CCTV Operator (SJQ)

	d. If it is confirmed that it is a genuine request for access to the square the front of house will contact the SJQ Control to lower the bollards to grant access • Vehicles will not be permitted to encroach past the 3m wide 'pedestrian and cycle path' on the Western side of St James Square (demarcated by the slot drain). In the eventuality of a vehicle breaching such rule, the doorperson will be expected to immediately address the issue and resolve here and then. • A verbal warning will be provided to the driver and incident log to be filled in for historical record. Escalation of reoccurring instances will be addressed directly with taxi management company and could lead to refusal of access for the specific driver/vehicle after a repeated offense and formal letter will be issued as a record. • These records will be kept electronically on the tool used by either or door person for immediate checkpoint and accurate response. • Large coaches will not be permitted access onto St James Square. • SJQ Control Room will be monitoring via CCTV the traffic onto St James Square 24/7 • If safety concerns are raised by either SJQ Security Control room or the W Hotel Control Room, the consent to allow taxis on the Square should be postponed accordingly to the situation. • A constant monitoring from CCTV controller will be in place with a static image onto the CCTV wall. • Suspicious activities should be immediately reported to both the W Hotel control and SJQ Control, monitored, and acted upon immediately. • DM/SDM contacts the Police if concern is confirmed. • Hostile Vehicle Mitigation Bollards are by default in the up position and lowered down as required and for authorised access as per the above rules and reinstated in the up position immediately after the vehicle/s have been permitted access to avoid back tailing activity. • Any non-authorised vehicle must be directed away from the area.	
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	• SJQ Control room will monitor St James Square via CCTV as part of the Security strategy for SJQ.	
7. Access monitoring and management. SJQ is operating on the preventative strategy for U.K threat level Severe, no known additional threat reported by the police.	• Same as above for threat level up to substantial with the addition of the below: • Daily brief between security team of SJQ Security team of W hotel to take place on the morning and reservation recap to be shared as well as any expected other authorised vehicles for the day. • The qualified Banksman will be required to be present monitoring access of vehicles at all times and positioned at the bollards on top of Elder street and back and forth to the hammerhead when required. Drivers Identification is confirmed via visual sight of officially recognised documentation by the Banksman.	SDM / DM/ W Hotel Door Person / W hotel Security team/ / SJQ Security Team
8. Access monitoring and management. SJQ is operating on the preventative strategy for U.K threat level Critical no known additional threat reported by the police.	• Same as above for threat level up to substantial with the addition of the below: • No more than one vehicle will be permitted access into St James Square at any one time. • The Banksman will be equipped with a high viz vest. • Any access to the Square will require authentication and pre booked or of whether a pre booked taxi from the hotel concierge / reception team or after checking that a genuine reservation has been made to the hotel by the passengers. The Banksman will be required to communicate with the doorman to ensure that reservation is genuine and receive the green light to allow the vehicle to enter the square. • A guest safety ambassador in high viz will be dispatched in addition to the Banksman to allow swifter operation and operation always delivered in pair for increased safety of all team members. • A visual search of the vehicle is carried out as well as a search underneath of the vehicle using the search mirror (SOP-007) by Guest Safety. • A log of all vehicles turned away will be established.	SDM / DM/ W - Security team / SJQ Security Team
9. Vehicles should follow the designated route out of the square to the exit bollards	• Vehicles should wait for the green light to show, indicating the bollards have automatically lowered fully, prior to exiting the square. • The red light will then appear once the vehicle has passed the exit sensor initiating the bollards to raise.	SDM / DM/ W - Security team / SJQ Security Team

	During operation an audible alarm will be heard at the site of the bollards during lowering and raising operations (Automatic operation)	
10. Known additional threat reported by the police to SJQ.	- Advice will be taken from Police Scotland Counter Terrorism Security Advisors (CTSAs) on the strategy to be taken. - Immediate communication will be activated with the senior management of the W hotel to agree steps to be activated collaboratively with the SJQ DM/SDM	Individual drivers
11. Planned event taking place on St James Square	- The W hotel reception/concierge team or security team will engage with the security team at SJQ via email: securityteam@stjamesquarter.com to inform them of the expected higher footfall on a specific date and times at least 5 working days in advance, or as soon as practicable. - SJQ senior security team will review the requirements alongside the Operations Director and will agree a suitable date to review in detail the requirements of the events and any need for ceasing traffic or not. - Once reviewed any requirement to re direct traffic away from the square (if required) will activate a full contra flow procedure and an SOP will be agreed alongside resources to ensure that signage, vehicle movements, pedestrian traffic, cyclist traffic, alternative drop off areas, etc... are reviewed and organised in a safe manner during set up, event and de rig.	SDM / DM/ W - Security team / SJQ Security Team
12. A package is found next to the bollards	HOT protocol is carried out and Bomb Threat & Device Threat Internal Standard Operating Procedure (SOP-001B) will be followed	SDM / DM/ W - Security team / SJQ Security Team
13. Bollards fail to operate	- If failure occurs, SJQ Technical Team is to be notified immediately and attend for repair. - A banksman will be required until a repair has been carried out with signage in place. In this case, only one vehicle will be permitted on the square at any given time. - If failure is when the bollards are in the down position, barriers are to be placed in the location of the bollards and they will be manned by a banksman and traffic regulated. - If failure is when the bollards are in the up position, a temporary drop off area will be organised on Elder	SDM / DM/ W - Security team / SJQ Security Team

	street and traffic control will take place at the level of the street light on Elder Street at the level of the service yard to allow for vehicles to be filtered from this point or redirected to an alternative location using the St James Place way. Should the situation last longer than a day, a full contra flow system will be put in place to ensure that traffic is redirected, and all taxi companies known to be delivering guests will also be communicated to inform of the alternative route.	
14. Vehicle is abandoned next to bollards	Abandoned vehicle Standard Operating Procedure is to be followed	SDM / DM/ W - Security team / SJQ Security Team
15. Communication and W Hotel Visitors	- In case of an emergency, both SJQ Security and W Hotel staff should follow established protocols, emphasizing clear communication and coordinate action. - Regular feedback sessions will be encouraged from both SJQ Security and W Hotel staff to identify areas for improvement in the collaboration process. This SOP will be periodically reviewed and updated for enhanced effectiveness. - By adhering to these guidelines, SJQ Security and the W Hotel aim to create a secure and welcoming environment for all visitors to St James Square.	SJQ Security / W Hotel Team

2. SOP Approval

The SOP must be signed off prior to being operationally implemented.

Site Security Manager	Name:	Graham Roach
	Signature:	
	Date:	
Operations Director	Name:	Martin Macdonald
	Signature	
	Date:	

W Hotel Security Manager	Name:	Mouweffeq Hammoud
	Signature	
	Date:	

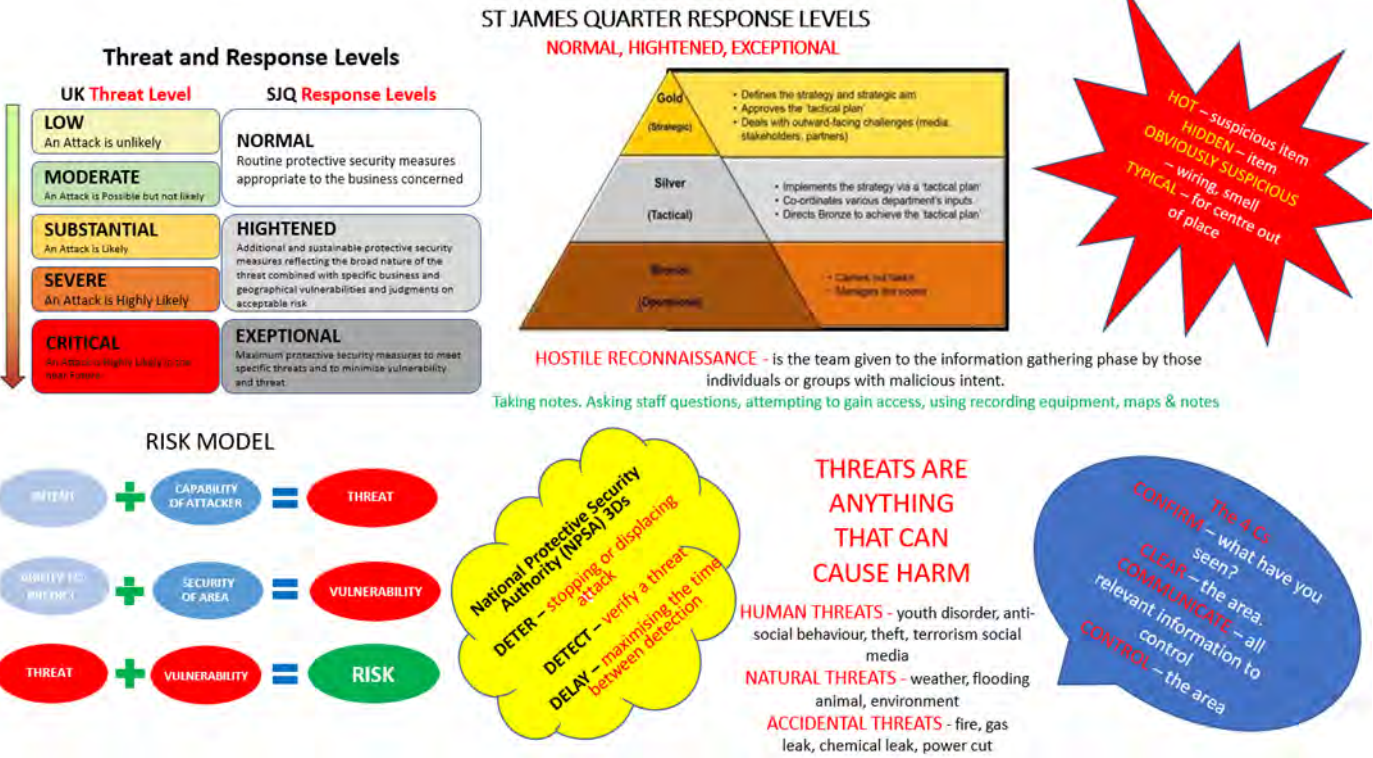
3. SJQ Staff / W Hotel Staff Sign Off Sheet

All relevant W hotel, service partners and SJQ persons involved in the task above are required to sign to confirm they have read and understood the contents of this SOP.

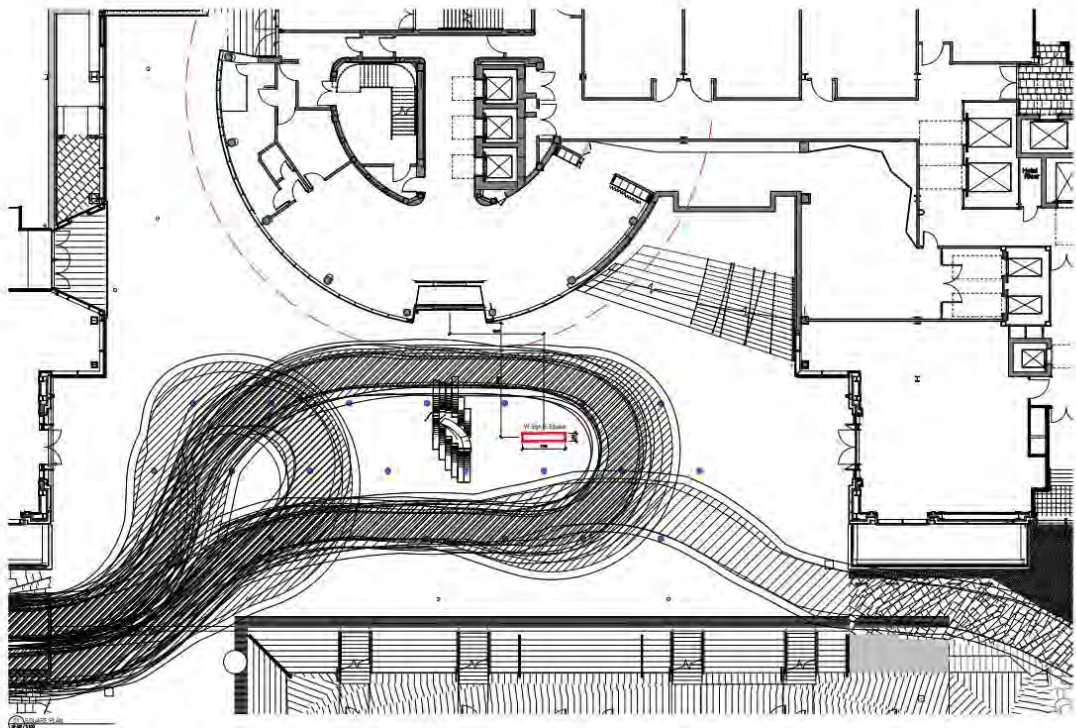
The following staff have signed to acknowledge that they are fully conversant and understand the above SOP-SJS001 and agree to fully uphold the procedures within.		
Number:	Name (Please Print):	Signature:
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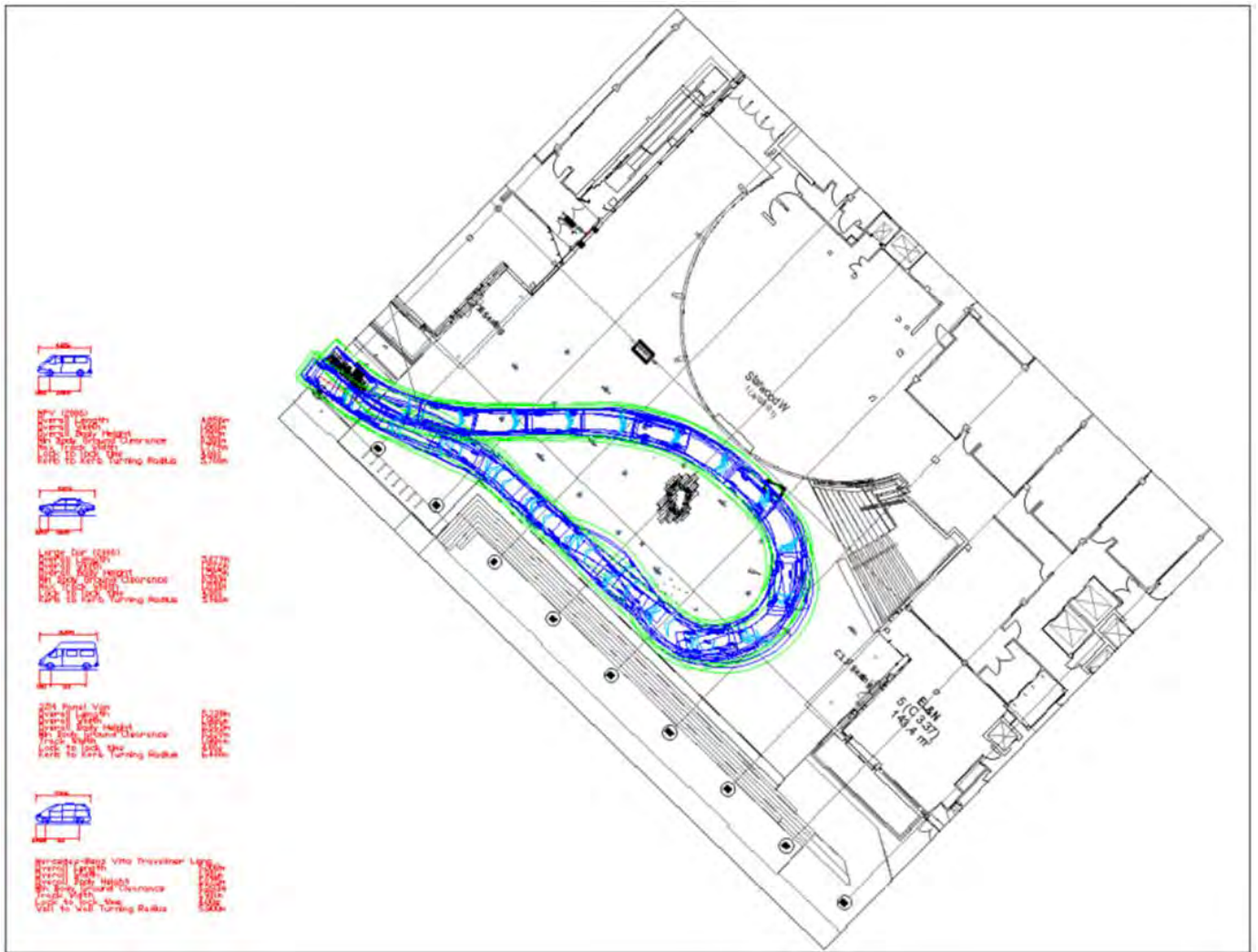
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Appendix A – threat levels and command hierarchy



Appendix B – marking of the approved traffic route for vehicles on St James Square





Appendix 7: Monitoring the effectiveness of the access arrangements

The St James Quarter is covered by an extensive number of cameras, with the CCTV installation recorded and monitored in their 24/7 Centre Management suite. The Developer have advised that there are 18 cameras covering the Square and its approach routes.

The anticipation is that monitoring will cover, but not limited to, the following factors:

- Compliance with the numbers of vehicles in the Square at any one time (i.e., only two taxis or one executive coach).
- Tracking of the permitted vehicles within the following the designated circulation route.
- Manoeuvring of vehicles at the entrance to the W Hotel to ascertain whether there is any encroachment into the pedestrian desire lines for either entering or exiting the St James Quarter at both Level 3 and 4.
- Recording pedestrian flows and headcounts, including identification of their desire lines both into and out of the mall and through the Square, including the approaches from James Craig Walk and Elder Street.
- Review of the Centre Management Team's records of any recorded accidents and 'near misses' within the Square.
- The extent of the vehicles queuing at the bollards at the head of Elder Street, assessing the effectiveness of the management of the vehicles' access into the Square.
- The management of vehicles which have been denied access to the Square, accessing the effectiveness of the manoeuvre with specific reference any encroachment onto the pedestrian's and cyclists' routes.
- Liaise with the local residents to seek their views on the impact of the taxis' operation to ascertain any specific impact on access to their properties.
- If during the period of monitoring there is an event held in the Square, review the effectiveness of the W Hotel relying on the use of the underground car park only.

To achieve the above the following data will need to be recorded and reviewed:

- Number of vehicles entering the Square
- Number of rejected vehicles
- Queue lengths on Elder Street
- Pedestrian volumes in the Square
- Cycle volumes in the Square
- Record of any accidents or near misses
- Record of times/dates if the bollards fail
- Watch CCTV of how rejected vehicles are handled
- Watch CCTV of how vehicles traverse the Square), checking how close vehicles interact with stationary objects, pedestrians, and cyclists

With respect to the selection of the specific days and times when the CCTV recordings will be monitored, these will be randomly selected by the Council's representative thereby ensuring impartiality of the measurements.

In the case of recorded incidents within the Square, including near misses, whatever the cause these are to be forwarded to the Council's representative with 48 hours of the incident occurring.

If it becomes apparent that the findings of the monitoring demonstrate the agreed measurement thresholds are not being met, despite implementation of reasonable Council improvement notices, the Council can consider remedies available under the provisions of the lease and/or can consider revisiting the regulation of the road, should it be necessary to do so.

[Note: At the time of preparing the methodology and the resultant data collection, cognisance of the Data Protection Act 2018 will be taken to verify compliance with this legislation.]

Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Strategic Review of Parking: Monitoring Update

Executive/routine
Wards

Executive
All

Recommendations

- 1.1 It is recommended that Committee:
 - 1.1.1 Note this update on the Strategic Review of Parking, including proposals for engagement with Community Councils and resident groups in Bonnington, Easter Road and Roseburn;
 - 1.1.2 Note the proposed actions to mitigate the parking pressures in the Lockharton area and approve the commencement of the design and subsequent legal processes required to make this area a Priority Parking Area, with this area to become a fifth phase of the Review with charges (as set out in Appendix 3);
 - 1.1.3 Note that the design process for the Lockharton area will be accompanied by a process of engagement with the remainder of the Craiglockhart North area, recognising that proposing controls for Lockharton alone has the potential for further migration of parking pressures;
 - 1.1.4 Note the ongoing monitoring in the Abbeyhill Colonies and approve the commencement of the legal process to make minor amendments to the layout of parking in Rossie Place; and

Gareth Barwell

Service Director, Operational Services

Contact: Gavin Brown, Head of Network Management and Enforcement

E-mail: gavin.brown@edinburgh.gov.uk

- 1.1.5 Approve the commencement of legal processes as set out in Appendix 4 and set the associated parking charges at the rate approved for all streets in extended Controlled Parking Zones (CPZs) in line with the agreed Council's Fees and Charges.

Strategic Review of Parking: Monitoring Update

2. Executive Summary

- 2.1 This report updates Committee on actions arising from the Strategic Review of Parking. It provides the results of monitoring surveys carried out before, during and after the implementation of Phase 1 of the review and makes recommendations for future action.
- 2.2 This report also sets out details of planned surveys in the recently completed Phase 1 areas, seeking feedback from residents and businesses on the new controls. It further provides updates on commitments from previous meetings of Committee.

3. Background

- 3.1 On 18 August 2022 (reconvened 1 September 2022), Committee approved the implementation of [Phase 1 of the Strategic Review of Parking](#). Implementation works commenced in March 2023 and were completed towards the end of 2023. The report also committed to monitoring and reviewing parking within Abbeyhill colonies, with public consultation taking place within 12 months of implementation.
- 3.2 A previous [report](#), considered by Committee on 19 August 2021, detailed the results of consultation in those areas covered by Phase 2. That report concluded that Phase 1 monitoring results should be considered before a decision is made on continuing with Phase 2 and committed the Council to further engagement on the detail of the proposals with Community Councils and resident groups. This report considers the monitoring results related to Phase 1 and, consequently, proposes further engagement for Phase 2.
- 3.3 Monitoring is an integral part of the review, with surveys planned in the areas adjacent to all phases. The monitoring carried out post-Phase 1 is now complete, and this report makes recommendations for further action in locations where those surveys have resulted in a significant increase in parking pressure, as evidenced by the revised prioritised list of review areas.

3. Main report

Monitoring - Overview

- 4.1 The review is based on observational data collected across 124 separate areas of Edinburgh, covering the entirety of the city. The monitoring surveys repeated that process, gathering observational data in each of the areas lying adjacent to the newly implemented zones: Leith (Zones N7 and N8), Abbeyhill (Zone N6), Gorgie (Zone S6), Shandon (Zone S5) and Craiglockhart (Zone N7).
- 4.2 The areas monitored were:
- 4.2.1 North – Bonnington, East Leith, Easter Road, Lochend, Newhaven North, Newhaven South, Piershill, Restalrig and Willowbrae North; and
- 4.2.2 South – Chesser, Craiglockhart North, Roseburn, Saughtonhall, Stenhouse and Gorgie (S6W).
- 4.3 The surveys were carried out on three separate occasions: before Phase 1 implementation began, during implementation and after implementation. Analysis of the survey results, which assessed both the capacity of each street and its occupancy, allows the identification of any increases in parking pressures following the introduction of the six new zones of the Controlled Parking Zone (CPZ).
- 4.4 The overall “score” for each review area was detailed in a prioritised list and indicated the percentage of available space that was occupied during the surveys.
- 4.5 The monitoring results for Phase 1 cover those areas that lie directly adjacent to the new CPZs implemented in Phase 1. That includes some of the areas proposed to form Phase 2. Further surveys are planned in the coming months across all remaining areas for monitoring, including the remaining Phase 2 areas not covered by the Phase 1 monitoring process.

Monitoring Results

- 4.6 An updated prioritised list has been prepared (Appendix 2), based on the most recent survey data, with the areas already included in Phase 1 having now been removed from the list. The full monitoring results can be found in Appendix 1, but as a summary, the findings of the surveys are as follows:

Area	Original Observed Parking Pressure %age	Original Placement on Prioritised List	Current Observed Parking Pressure %age	Updated Placement on Prioritised List
Roseburn*	90	2	93	1
Easter Road*	74	15	86	2
Willowbrae N*	85	5	83	3
Bonnington*	77	11	81	4
Lochend (West Leith)*	75	12	74	8
Newhaven South	69	22	72	11

Craiglockhart N - Lockharton	-	-	69	14
Piershill	67	24	61	18
Newhaven North	63	25	59	21
Restalrig North (East Leith)	60	31	54	29
Chesser	40	64	54	30
Restalrig	54	39	50	34
Saughtonhall*	62	26	47	40
Stenhouse	59	32	45	43
Craiglockhart North	45	53	37	65

Note: Areas included in Phase 2 are identified with an *.

Monitoring Results – Lockharton

- 4.7 The results for Craiglockhart North are also explained in detail in Appendix 1.
- 4.8 In summary, the surveys reveal that, in the area as a whole, the “Before” surveys were generally in line with the data collected in 2019 (45% in 2019, 45.4% in August 2023). The “During” surveys indicated an increase in parking occupancy (50.9%), while the “After” survey showed an occupancy of 49.7%.
- 4.9 The results do show, however, that there are parking pressure variations across this area.
- 4.10 The area bounded by Craiglockhart Avenue, Craiglockhart Gardens and Colinton Road (between the traffic signals at Glenlockhart and the tennis courts) showed results across the three surveys of Before – 36.4%, During – 43.2% and After – 36.6%.
- 4.11 The area comprised of Meggetland View, Meggetland Wynd and North Meggetland saw results of Before – 28.8%, During – 34.1% and After – 36.5%.
- 4.12 The area that includes the Lockhartons, Colinton Grove and Colinton Road between Happy Valley and the N7 boundary at Tesco saw results of Before – 62%, During – 66.2% and After – 68.6%. This final figure has been rounded to 69% in the table contained in paragraph 4.6.
- 4.13 A more detailed assessment of these results can be found in Appendix 3.
- 4.14 It should be noted that the results for the Craiglockhart North area would place this area in 65th place on the updated prioritised list. No proposals have been recommended for areas with this level of parking pressure.
- 4.15 The Lockharton area on its own, with a maximum recorded pressure of 69%, would be prioritised 14th, among other areas that are included in planned Phases of the Review.
- 4.16 Recognising the need to take action to mitigate against recent migration and ongoing parking pressures, it is proposed to take a graduated approach in this area. Rather than looking at Craiglockhart North as a single entity, it is recommended that proposals be developed to create a Priority Parking Area that covers the area between the S7 boundary and Happy Valley on Colinton Road and to carry out both

consultations and monitoring exercises in the remainder of the Craiglockhart North area.

Recommended Actions by Area

- 4.17 On the basis of the monitoring results, the recommendations for each area are as follows:

Area	Recommended Action
Roseburn*	Proceed with engagement
Easter Road*	Proceed with engagement
Willowbrae N*	Monitoring to continue
Bonnington*	Proceed with engagement
Lochend (West Leith) *	Monitoring to continue
Newhaven South	Monitoring to continue
Craiglockhart N - Lockharton	Take forward as a Priority Parking Area
Piershill	Monitoring to continue
Newhaven North	Monitoring to continue
Restalrig North (East Leith)	Monitoring to continue
Chesser	Monitoring to continue
Restalrig	Monitoring to continue
Saughtonhall*	Monitoring to continue
Stenhouse	Monitoring to continue
Craiglockhart North	Monitoring to continue

- 4.18 The proposed monitoring in each of the areas identified in the preceding table will be carried out at an appropriate time, to coincide with the implementation of further parking controls in nearby or adjacent areas.
- 4.19 The results of the engagement in Roseburn, Easter Road and Bonnington will be reported to Committee, with a recommendation will be made in terms of next steps.
- 4.20 Further details on the Lockharton area can be found in Appendix 3, with information on the proposed timeline for bringing forward designs and commencing the legal process.

Post-Implementation Surveys

- 4.21 With the majority of Phase 1 now implemented, it is now proposed to undertake post-implementation surveys in each of the new zones. These surveys will seek the views of residents and businesses within these zones and will include the opportunity to not only feed back on the new parking controls themselves, but also to suggest amendments that might be made to the restrictions.
- 4.22 These surveys will include specific questionnaires for residents, businesses, garage businesses and for the Abbeyhill Colonies.
- 4.23 The results will be shared with Committee and any amendments that can be accommodated will be actioned. Any amendments that require changes to the

governing traffic order will be initiated under delegated powers and the Traffic Regulation Order (TRO) process commenced.

Abbeyhill Colonies

- 4.24 On 18 August 2022, Committee committed to monitoring and reviewing parking within the Abbeyhill colonies in recognition that residents were concerned that there is insufficient space in the colonies to contain the likely level of parking and therefore would result in parking pressures. Committee further agreed that public consultation should take place within 12 months of implementation.
- 4.25 The consultation and monitoring will help to determine whether there was a need to consider a redrawing of the zone boundaries to include the colonies within the neighbouring N1 zone.
- 4.26 Monitoring of permit numbers and occupation in the colonies is continuing, but the planned surveys will also include a specific questionnaire for residents of the Abbeyhill Colonies. The results of this engagement will be shared with Committee.

Proposed amendments

- 4.27 Since the new zones were implemented, the Council has received reports of situations that require further action. Those include the addition of Drum Terrace to Zone N7 and minor amendments to parking in Rossie Place. These changes are further explained in Appendix 4.

5. Next Steps

- 5.1 Monitoring of all areas adjacent to Phase 1 areas will continue, with the results shared with Committee. This monitoring will also inform a future decision on Phase 2 of the review. The report on Phase 2 will also include details of the outcome of the Stadiums Review.
- 5.2 Engagement will be undertaken in the identified Phase 2 areas, with a report to follow on the results of that engagement.
- 5.3 A draft design of proposals for Lockharton will be prepared, with the required legal process to follow on from the completion of that design process.
- 5.4 A survey of residents and businesses in Phase 1 areas will be undertaken, including a specific survey for residents in the Abbeyhill Colonies.
- 5.5 If Committee agree recommendation 1.1.5, the required legal processes will commence, adding Drum Terrace to N7 and amending restrictions in Rossie Place.

6. Financial impact

- 6.1 There are no direct financial implications linked to the content of this report. Any implications that might arise from planned actions referenced in this report will be reported and detailed in future reports where required.

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 Strategic Review of Parking will have a positive impact on the climate and are fully supportive of the Council's City Mobility Plan objectives and Net Zero ambitions.

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

- 9.1 The Council has engaged and consulted with residents and businesses at all stages of this project and community engagement will continue throughout the project lifecycle.

10. Background reading/external references

- 10.1 None.

Appendices [to follow]

Appendix 1 – Phase 1 Monitoring Results

Appendix 2 – Revised Prioritisation List

Appendix 3 – Lockharton

Appendix 1: Phase 1 Monitoring Results

This appendix details the results of monitoring surveys carried out following the implementation of Phase 1 of the Strategic Review of parking (the Review).

It is split into five parts:

- A. Monitoring Process and Overview
- B. Monitoring Areas
- C. Results By Area
- D. Summary of Conclusions
- E. Map of Phases and Monitoring Areas as of August 2023

Part A – Monitoring Process and Overview

- 1.1 The original prioritisation of the Review was based on survey work conducted in 2019. Those surveys involved an assessment of the available parking space in each street (the capacity) and a count of the actual number of vehicles that were observed as being parked in each street. The number of vehicles parked was translated into an occupation figure, expressing that as a percentage of the capacity. That information was then presented in the form of heat-maps for each area, showing the relative parking pressure levels on every surveyed street across 124 separate areas that covered the entirety of the city and its outlying towns and villages.
- 1.2 As an example, the Leith Walk area had an overall “score” of 92 from the original surveys. This was an average occupation figure taken from the combined results of the surveys for every street within the Leith Walk area. That score indicated that the number of vehicles parked would occupy 92% of the available space. As a result, as one of the most densely occupied parts of the city, Leith Walk was included in Phase 1 and is now part of Zone N7.
- 1.3 The monitoring process repeated the survey work carried out in 2019 but, recognising that road layouts and the availability of space where it is safe or appropriate to park may have changed since 2019, the capacity of each street was reassessed.
- 1.4 The actual capacity of each street is based around the premise of that figure reflecting the number of vehicles that could be safely parked without obstructing traffic on the road itself, without obstructing access to properties and keeping dropped crossings for pedestrians clear. In some situations, the occupation levels are higher than 100%, which indicates situations where vehicles were observed parked across accesses, on existing restrictions, on footways or in other locations where the assessment showed that it was not appropriate to park. Parking in excess of 100% would have the potential to impede the safe use of the road or to restrict access to properties or to restrict the safe use of crossing points or footways.
- 1.5 Each of the areas subject to monitoring are adjacent to one or more of the Phase 1 Zones, with monitoring surveys intended to take place on three separate occasions, namely
 - **Before Phase 1 implementation**, a repeat of the original surveys providing an updated baseline of parking pressure before the new zones were implemented;
 - **During Phase 1 implementation**, showing how the ongoing implementation of the new controls impacted on parking pressures
 - **After Phase 1 implementation**, taking place several months after the new zones went live and showing the extent to which parking patterns and pressures had changed post Phase 1

- 1.6 Part G of this Appendix contains a revised priority list for the 124 areas of the Review. The original list was submitted to Committee in September 2019, and was used as a basis for the recommendations for four Phases of proposals. This revised list has been updated to include the monitoring results and shows the revised positions of each area following the implementation of Phase 1.

Part B – Monitoring Areas

2.1 The current monitoring exercises are concentrated on areas that are directly adjacent to Phase 1 zones.

2.2 Monitoring around Zones N6, N7 and N8 took place in the following areas:

Phase 2 Monitoring Areas	Other Monitoring Areas
• Easter Road • Willowbrae North • Bonnington • Easter Road • Lochend (previously “West Leith”)	• Restalrig • Piershill • Restalrig North (previously “East Leith”) • Newhaven North • Newhaven South

2.3 Monitoring around Zones S5, S6 and S7 took place in the following areas:

Phase 2 Monitoring Areas	Other Monitoring Areas
• Roseburn • Saughtonhall	• Chesser • Stenhouse • Craiglockhart North

2.4 The last of these surveys were completed in March 2024, with the data received then being reviewed in detail.

2.5 The following sections of this Appendix detail the findings of the survey analysis for each of the above areas.

Part C – Results By Area

Roseburn

- 3.1 In the 2019 surveys, Roseburn placed 2nd as a result of a parking pressure score of 90%. Based on that score, this area was taken forward as part of Phase 2 of the Review.
- 3.2 The results of the monitoring surveys for Roseburn show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	91%	91%	93%
Change from 2019	+1%	+1%	+3%

- 3.3 Further analysis shows that there have been slight changes in parking pressure on a street-by-street basis, even though the overall figures for Roseburn indicate that there is now more parking pressure than in either the original surveys or prior to the implementation of the neighbouring S6 Zone:

Occupancy levels	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	0	0%	0	0%	9	100%
During	0	0%	0	0%	9	100%
After	0	0%	2	22%	7	78%

- 3.4 These results mean that Roseburn is now subject to the highest parking pressure of any part of the city. The reduction in the number of streets subject to “high” levels of parking pressure in the “after” survey remains offset by the overall occupancy of this area, with levels of parking having increased overall from the original 2019 surveys.

Conclusion

- 3.5 That Roseburn’s placement at the top of the prioritised list continues to warrant its inclusion in Phase 2. The proposed engagement with resident groups should proceed as per the decision of this Committee in August 2021.

Easter Road

- 3.6 In the 2019 surveys, Easter Road placed 15th, with a parking pressure score of 74%. Because of that score and that this area lies adjacent to the new N7 Zone proposed (and now implemented) in Phase 1, this area was taken forward as part of Phase 2 of the Review.
- 3.7 The results of the monitoring surveys for Easter Road show the following change in parking pressures:

	Before Survey	During Survey	During Survey 2	After Survey
Occupancy Level	68%	67%	82%	86%
Change from 2019	-6%	-7%	+8%	+12%

- 3.8 In the case of this area, because Easter Road is situated adjacent to two separate Phase 1 zones (None N6 and Zone N7), separate surveys were carried out while work progressed separately on those zones. We therefore have two sets of “during” survey results.
- 3.9 While the “before” and initial “during” surveys indicate that parking levels in this area were lower than in 2019, the second “during” survey and the “after” survey show a progressive increase in parking pressure following the implementation of Phase 1. The 12% increase from the 2019 survey (which is an 18% increase over the “before” survey results).
- 3.10 Further analysis shows the changes in parking pressure on a street-by-street basis, with more streets being subject to higher parking pressures than was evidenced in the “before” surveys:

Occupancy levels	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	2	13%	7	47%	6	40%
During (May 23)	3	20%	5	33%	7	47%
During 2 (Aug 23)	1	7%	5	33%	9	67%
After	1	7%	4	27%	10	67%

- 3.11 These results mean that the Easter Road area now has the second highest levels of parking pressure.

Conclusion

- 3.12 That the placement of the Easter Road area in second place in the prioritised list continues to warrant it's inclusion in Phase 2. The proposed engagement with resident groups should proceed as per the decision of this Committee in August 2021.

Willowbrae North

3.14 In the 2019 surveys, Willowbrae North placed 5th, with a parking pressure score of 85%. Because of that score and that this area lies adjacent to the new N6 Zone proposed (and now implemented) in Phase 1, this area was taken forward as part of Phase 2 of the Review.

3.15 The results of the monitoring surveys for Willowbrae North show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	71%	83%	83.5%
Change from 2019	-14%	-2%	-1.5%

3.16 The “before” surveys indicate that parking levels in this area were lower than in 2019. The “after” surveys, however, do show that parking pressures returned to a level similar to that recorded by the original surveys following the implementation of Phase 1. This does equate to a 12.5% increase from the “before” survey.

3.17 Further analysis shows the changes in parking pressure on a street-by-street basis, with more streets being subject to higher parking pressures than was evidenced in the “before” surveys:

Occupancy levels	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	1	6%	9	50%	8	44%
During	0	0%	10	56%	8	44%
After	0	0%	6	33%	10	67%

3.18 These results mean that the Willowbrae North area remains in the top 5 areas in terms of parking pressure, but is now placed 3rd overall.

Conclusion

3.19 While the results for Willowbrae North indicate that the introduction of parking controls would be of benefit, the difference between the 2019 surveys and the monitoring survey results warrants further investigation. For that reason this area should be subject to further monitoring to better understand parking patterns and pressures. On that basis the proposed engagement with resident groups (as per the decision of this Committee in August 2021) should not proceed at this time. Further monitoring will be carried out.

Bonnington

- 3.20 In the 2019 surveys, the results for Bonnington placed this area 11th out of the 124 areas surveyed with an overall occupation level of 77%.
- 3.21 Bounded to the west, south and east by controlled parking zones, including some that were implemented under Phase 1 of the Review, Bonnington was included in Phase 2 of the proposed rollout of new parking controls primarily because of existing parking pressure, but also because of the potential for additional pressure from Phase 1 displacement.
- 3.22 The results of the monitoring surveys for Bonnington show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	74%	78%	81%

- 3.23 The results also show that there are distinct differences between the 3 surveys in terms of the number of streets that have low, medium or high occupancy levels, with the number of streets that now fall into the “High” category having increased significantly since the introduction of Phase 1:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No	%	No	%	No	%
Before	3	8%	15	41%	19	51%
During	1	3%	14	38%	22	59%
After	2	5%	11	30%	24	65%

- 3.24 The results of the monitoring clearly show that parking pressures have increased in this area and that the number of streets that are subject to high levels of pressure have also risen since the introduction of Phase 1 of the Review.
- 3.25 Bonnington now sits in 4th place in the revised, prioritised list.

Conclusion

- 3.26 That Bonnington’s placement at the top of the prioritised list continues to warrant its inclusion in Phase 2. The increase in parking pressure indicates that there has been a migration of parking pressure. The proposed engagement with resident groups should proceed as per the decision of this Committee in August 2021.

Lochend (West Leith)

- 3.27 In the 2019 surveys, the results for Lochend placed this area 12th out of the 124 areas surveyed with an overall occupation level of 75%.
- 3.28 Lochend is located to the west of N7 and to the south of N8. It is further bounded by other monitoring areas (Restalrig North & Restalrig). Like Easter Road, Lochend was included in Phase 2 of the proposed rollout of new parking controls both because of existing parking pressure and because of the potential for additional pressure from Phase 1 displacement.
- 3.29 The results of the monitoring surveys for Lochend show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	61%	61%	74%

- 3.30 While these results suggest that parking occupancy in this area was not as high as previous surveys in the “Before” or “During” situations, the “After” survey shows that the level of occupancy had risen by 13% to a level similar to the 2019 survey result since the implementation of Phase 1.
- 3.31 The results do show a significant increase in the number of streets subject to “High” parking pressures compared to the “Before” survey:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	5	13%	25	64%	9	23%
During	7	18%	22	56%	10	26%
After	3	8%	14	36%	22	56%

- 3.32 These results place Lochend 8th on the revised prioritised list.

Conclusion

- 3.33 While the results for Lochend indicate that the introduction of parking controls would be of benefit, the difference between the 2019 surveys and the monitoring survey results warrants further investigation. For that reason, this area should be subject to further monitoring to better understand parking patterns and pressures. On that basis the proposed engagement with resident groups (as per the decision of this Committee in August 2021) should not proceed at this time. Further monitoring will be carried out.

Newhaven South

- 3.34 In the 2019 surveys, the results for Newhaven South placed this area 22nd out of the 124 areas surveyed with an overall occupation level of 69%.
- 3.35 Newhaven South is located to the west of N8 and was included in Phase 3 of the proposed rollout of new parking controls as a result of existing parking pressure but also because of the potential for additional pressure from Phase 1 displacement.
- 3.36 The results of the monitoring surveys for Newhaven South show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	59%	59%	72%

- 3.37 These results show that parking occupancy in this area was not as high as previous surveys in the “Before” or “During” situations, but the “After” survey does show that the level of occupancy had risen by 13% to a slightly higher level than that of the 2019 survey.
- 3.38 The results also show a significant increase in the number of streets subject to “High” parking pressures compared to the “Before” survey:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	5	13%	25	64%	9	23%
During	7	18%	22	56%	10	26%
After	3	8%	14	36%	22	56%

- 3.39 These results now place Newhaven South 11th on the revised prioritised list.

Conclusion

- 3.40 While this area was to form part of Phase 3 as a Priority Parking Area, the standing remit for this area is to continue to monitor. Even though pressures appear to have increased since the introduction of Phase 1, further monitoring would be recommended before consideration should be given to revisiting proposals for parking controls in this area.

Lockharton (originally part of Craiglockhart North)

- 3.41 In the 2019 surveys Lockharton formed part of the wider Craiglockhart North area, where the results placed that area 53rd out of the 124 areas surveyed with an overall occupation level of 45%.
- 3.42 The results of the monitoring surveys showed a significant variance in parking pressure across different parts of that area, with the decision being taken to split Craiglockhart North into two, splitting Lockharton from the rest of the area.
- 3.43 The results of the monitoring surveys for the Lockharton element of Craiglockhart North show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	62%	66%	69%

- 3.44 The results also show a slight change in the number of streets subject to “High” parking pressures compared to the “Before” survey:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%,<75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	0	13%	5	64%	3	23%
During	3	18%	1	56%	4	26%
After	3	8%	1	36%	4	56%

- 3.45 These results place Lockharton 14th on the revised prioritised list.

Conclusion

- 3.46 The results for Lockharton place this area among others that are included within current phases of the Review. While parking pressures are not as acute as in other areas, the feedback from residents is that there is support for action in the form of a Priority Parking Area. It is recommended that the legal process be commenced to introduce such controls in the Lockharton Area.

Piershill

3.47 In the 2019 surveys, the results for Piershill placed this area 24th out of the 124 areas surveyed with an overall occupation level of 67%.

3.48 The results of the monitoring surveys for Piershill show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	55%	60%	61%

3.49 The monitoring results suggest that parking pressures prior to the implementation of Phase 1 were not as acute as was recorded in 2019, but also show that occupation rose by 6% once the neighbouring N6 zone had been brought into operation.

3.50 The results do show that there have been changes in the general occupation levels of streets in this area, with more streets now subject to “High” parking pressures compared to the “Before” survey:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%,<75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	3	19%	10	63%	3	19%
During	5	31%	7	44%	4	25%
After	1	6%	7	44%	8	50%

3.51 Despite having a lower general score than was recorded in 2019, the monitoring results now place Piershill 18th on the revised prioritised list.

Conclusion

3.52 Despite an apparent increase in pressure within the monitoring results, the observed parking pressure is less than that recorded in 2019. For that reason, the results do not suggest that there is any justification for action at this time. Further monitoring will be carried out in this area.

Newhaven North

3.53 In the 2019 surveys, the results for Newhaven North placed this area 25th out of the 124 areas surveyed with an overall occupation level of 63%.

3.54 The results of the monitoring surveys show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	49%	55%	59%

3.55 The monitoring results suggest that parking pressures prior to the implementation of Phase 1 were not as acute as was recorded in 2019, but also show that occupation rose by 10% once the neighbouring N8 zone had been brought into operation.

3.56 The results do show that there have been changes in the general occupation levels of streets in this area, with more streets now subject to “High” parking pressures compared to the “Before” survey:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	5	36%	5	36%	4	29%
During	4	31%	5	36%	5	36%
After	3	21%	5	36%	6	43%

3.57 These results now place Newhaven North 21st on the revised prioritised list.

Conclusion

3.58 Despite the increase in pressure within the monitoring results, the observed parking pressure is less than that recorded in 2019. The results also place Newhaven North among other areas where no action is being proposed at this time. For that reason, the results do not suggest that there is any justification for action at this time. Further monitoring will be carried out in this area.

Restalrig North (East Leith)

3.59 In the 2019 surveys, the results for Restalrig North placed this area 31st out of the 124 areas surveyed with an overall occupation level of 60%.

3.60 The results of the monitoring surveys for Restalrig North show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	48%	54%	54%

3.61 The monitoring results suggest that parking pressures prior to the implementation of Phase 1 were less acute than recorded in 2019, but also show that occupation rose by 6% following the implementation of Phase 1.

3.62 The results also show that there have been changes in the general occupation levels of streets in this area, with more streets now subject to “High” parking pressures compared to the “Before” survey:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	11	32%	17	50%	6	18%
During	5	15%	19	56%	10	29%
After	10	29%	14	41%	10	29%

3.63 Despite having a lower general score than was recorded in 2019, the monitoring results now place Restalrig North 29th on the revised prioritised list.

Conclusion

3.64 Despite the increase in pressure within the monitoring results, the observed parking pressure is less than that recorded in 2019. The results also place Newhaven North among other areas where no action is being proposed at this time. For that reason, the results do not suggest that there is any justification for action at this time. Further monitoring will be carried out in this area.

Chesser

3.65 In the 2019 surveys, the results for Chesser placed this area 64th out of the 124 areas surveyed with an overall occupation level of 40%.

3.66 The results of the monitoring surveys for Chesser show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	50%	56%	54%

3.67 The monitoring results for Chesser indicate that parking pressures in this area are generally higher than they were in 2019. They also show a general increase in parking occupation and pressure over the monitoring surveys.

3.68 The results also indicate that there have been minor changes in the general occupation levels of streets in this area:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%,<75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	8	57%	4	29%	1	7%
During	8	57%	5	36%	0	0%
After	7	50%	6	43%	1	7%

3.69 The higher levels of occupation observed in the monitoring surveys mean that Chesser now places 30th on the revised prioritised list

Conclusion

3.70 The monitoring results show that parking pressures have increased in this area since the original surveys in 2019. Despite this, the levels of parking place Chesser among other areas where no action is being proposed at this time. For that reason, the results do not suggest that there is any justification for action at this time. Further monitoring will be carried out in this area.

Restalrig

3.72 In the 2019 surveys, the results for Restalrig placed this area 39th out of the 124 areas surveyed with an overall occupation level of 54%.

3.73 The results of the monitoring surveys for Piershill show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	43%	42%	50%

3.74 The monitoring results show that parking pressures have increased by 7% between the before and after surveys, but also show an overall lower level of parking pressure than was recorded in 2019.

3.75 The results do show that there have been changes in the general occupation levels of streets in this area, but that the main increase has been in streets subject to “Medium” parking pressures compared to the “Before” survey:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	15	48%	13	42%	3	10%
During	12	39%	14	45%	5	16%
After	8	26%	18	58%	5	16%

3.76 These results now place Restalrig 34th on the revised prioritised list.

Conclusion

3.77 Despite the increase in pressure within the monitoring results, the observed parking pressure is less than that recorded in 2019. While there have been changes in parking pressure on a street by street basis, the results place Restalrig among other areas where no action is being proposed at this time. For that reason, the results do not suggest that there is any justification for action at this time. Further monitoring will be carried out in this area.

Saughtonhall

3.78 In the 2019 surveys, the results for Saughtonhall placed this area 26th out of the 124 areas surveyed with an overall occupation level of 62%.

3.79 The results of the monitoring surveys for Saughtonhall show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	47%	47%	47%

3.80 The monitoring results indicate that parking pressures prior to the implementation of Phase 1 were not as acute as was recorded in 2019, and that there has been no increase in parking occupation since the neighbouring S6 Zone was brought into operation.

3.81 The results also show that there have been minimal changes in the general occupation levels of streets in this area:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	15	60%	8	32%	2	8%
During	14	56%	10	40%	1	4%
After	15	60%	8	32%	2	8%

3.82 The monitoring results now place Saughtonhall 40th on the revised prioritised list.

Conclusion

3.83 Saughtonhall was primarily included in Phase 2 of the Review in recognition of the potential benefits of controlling parking along the A8 corridor. On its own, with the recent results indicating fewer parking pressures than in 2019, it is not proposed that any further engagement (as per the decision of this Committee in August 2021) should take place until further monitoring can be carried out in all areas along the A8.

Stenhouse

3.84 In the 2019 surveys, the results for Stenhouse placed this area 32nd out of the 124 areas surveyed with an overall occupation level of 45%.

3.85 The results of the monitoring surveys for Stenhouse show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	45%	41%	45%

3.86 The monitoring results show little overall change in parking pressures between the before and after surveys.

3.87 The results also show that there have been few significant changes in the general occupation levels of streets in this area:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	9	36%	14	56%	2	8%
During	14	56%	8	32%	3	12%
After	12	48%	9	36%	4	16%

3.88 The monitoring results now place Stenhouse 43rd on the revised prioritised list.

Conclusion

3.89 The observed parking pressures in the monitoring surveys show little difference from those recorded in 2019. For that reason, the results do not suggest that there is any justification for action at this time. Further monitoring will be carried out in this area.

Craiglockhart North

3.90 In the 2019 surveys, the results for Craiglockhart North placed this area 53rd out of the 124 areas surveyed with an overall occupation level of 45%.

3.91 These results exclude any part of this area that now forms part of the separate "Lockharton" area.

3.92 The results of the monitoring surveys for Craiglockhart North show the following change in parking pressures:

	Before Survey	During Survey	After Survey
Occupancy Level	34%	41%	37%

3.93 The monitoring results show a small increase in occupation levels since the introduction of the nearby S5 and S6 zones, with an overall increase in pressure of 3%.

3.94 The results do show that little change in the general occupation levels of streets in this area. While the during results show an increase in pressure in some streets, no streets were subject to high levels of pressure and the before and after surveys show the same level of parking occupation:

	Occupancy levels (Number of streets)					
	Low (<40%)		Medium (>40%, <75%)		High (>75%)	
	No.	%	No.	%	No.	%
Before	9	69%	4	31%	0	0%
During	6	46%	7	54%	0	0%
After	9	69%	4	31%	0	0%

3.95 The monitoring results now place Craiglockhart North 65th on the revised prioritised list.

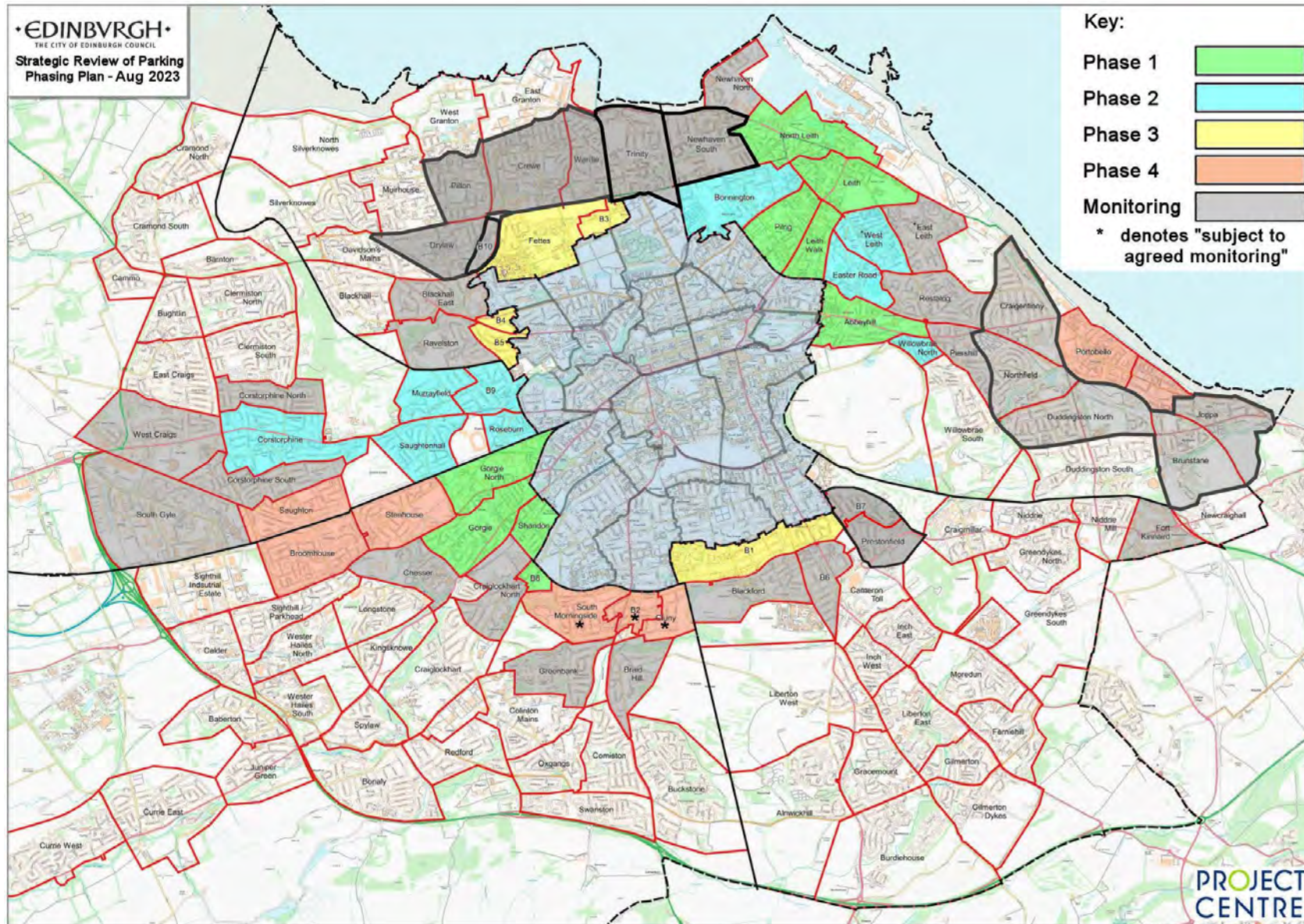
Conclusion

3.96 The most heavily occupied parts of this area now form part of the separate Lockharton area. The results for the remainder of Craiglockhart North show little need for parking controls at this time. It is therefore proposed to monitor this area should adjacent areas become controlled.

Part D: Summary of Conclusions

Area	Recommended Action
Roseburn*	Proceed with engagement
Easter Road*	Proceed with engagement
Willowbrae N*	Monitoring to continue
Bonnington*	Proceed with engagement
Lochend (West Leith) *	Monitoring to continue
Newhaven South	Monitoring to continue
Craiglockhart N - Lockharton	Take forward as a Priority Parking Area
Piershill	Monitoring to continue
Newhaven North	Monitoring to continue
Restalrig North (East Leith)	Monitoring to continue
Chesser	Monitoring to continue
Restalrig	Monitoring to continue
Saughtonhall*	Monitoring to continue
Stenhouse	Monitoring to continue
Craiglockhart North	Monitoring to continue

Part E – Map of Phasing and Monitoring Areas as of August 2023.



Appendix 2 – Revised Prioritised List

In 2019, the accumulated results from all 124 areas surveyed were presented in a single list that showed the relative positions and the relative parking pressures for each area.

Having implemented Phase 1 of the Review and having conducted monitoring surveys, the following is a revised list showing the remaining areas, shown in descending order of parking pressure.

The list further shows the current status of each area in terms of which Phase each area occupies, the ongoing recommendation and the current status or proposed next action.

Rank	Area	Average Parking Pressure	Percentage of Roads by Parking Pressure Level			Phase	Recommended Action	Status
			High	Medium	Low			
1	Roseburn	93	78%	22%	0%	2	CPZ	Community engagement
2	Easter Road	86	67%	27%	7%	2	CPZ	Community engagement
3	Willowbrae North	79	67%	33%	0%	2	CPZ	Continue to monitor
4	Bonnington	81	65%	30%	5%	2	CPZ	Community Engagement
5	South Morningside	80	64%	32%	4%	4	Potential CPZ	Monitoring planned
6	Sighthill Industrial Estate	79	80%	13%	7%		Limited control	Further Consideration Required
7	B4	79	50%	50%	0%	3	CPZ	Progressing
8	Lochend (West Leith)	74	56%	36%	8%	2	CPZ	Continue to monitor
9	B2	74	64%	21%	14%	4	Potential CPZ	Monitoring planned
10	B1	73	65%	26%	9%	3	CPZ	Progressing
11	Newhaven South	72	56%	36%	8%		Monitoring	Continue to monitor
12	B7	71	60%	33%	7%		Further monitoring	Monitoring planned - linked to Phase 3
13	B3	70	67%	33%	0%	3	CPZ	Progressing
14	Lockharton	69	56%	36%	8%	5	Priority Parking Area	Not Started
15	Fettes	69	48%	43%	9%	3	CPZ	Progressing
16	Portobello	68	63%	12%	24%	4	CPZ	Progressing
17	Corstorphine	62	64%	7%	29%	2	CPZ	Monitoring Planned
18	Piershill	61	50%	44%	6%		Monitoring	Continue to monitor
19	B5	61	40%	50%	10%	3	CPZ	Progressing
20	B6	60	18%	59%	24%		Monitoring	Monitoring planned - linked to Phase 3
21	Newhaven North	59	43%	36%	21%		Monitoring	Continue to monitor
22	Cluny	58	27%	64%	9%		CPZ	Monitoring planned
23	Prestonfield	58	27%	53%	20%		Monitoring	Monitoring planned - linked to Phase 3
24	Sighthill / Parkhead	58	30%	48%	21%			
25	Trinity	57	33%	42%	25%		Further Monitoring	Continue to monitor
26	B9	56	39%	36%	25%	2	CPZ	Monitoring Planned
27	Blackford	56	39%	29%	32%		Monitoring	Monitoring planned - linked to Phase 3
28	Fort Kinnaird	54	50%	0%	50%		Further monitoring	Monitoring Planned
29	Restalrig North (East Leith)	54	29%	41%	29%		Further monitoring	Monitoring data being analysed
30	Chesser	54	7%	43%	50%		Further monitoring	Monitoring data being analysed
31	Blackhall East	53	31%	41%	28%		Monitoring	Monitoring Planned – linked to Phase 3

Rank	Area	Average Parking Pressure	Percentage of Roads by Parking Pressure Level			Phase	Recommended Action	Status
			High	Medium	Low			
32	B10	53	20%	40%	40%		Monitoring	Monitoring Planned
33	Saughton	50	23%	43%	34%		Monitoring	Monitoring Planned
34	Restalrig	50	16%	58%	26%		Further monitoring	Continue to monitor
35	Joppa	48	23%	31%	46%		Monitoring	Monitoring planned – linked to Phase 4
36	Broomhouse	48	20%	41%	39%		Monitoring	Monitoring Planned
37	Juniper Green	48	21%	47%	32%			
38	Clermiston North	48	23%	32%	60%			
39	Colinton Mains	48	18%	50%	32%			
40	Saughtonhall	47	8%	65%	6%	2	CPZ	Monitoring planned
41	Pilton	46	6%	63%	31%		Monitoring	Monitoring Planned – Linked to Phase 3
42	Gracemount	46	12%	47%	41%			
43	Stenhouse	45	16%	36%	48%		Further Monitoring	Monitoring data being analysed
44	Gilmerton	45	10%	43%	48%			
45	Oxgangs	45	14%	46%	39%			
46	Inch West	45	15%	50%	35%			
47	Drylaw	44	9%	45%	45%		Monitoring	Monitoring Planned – Linked to Phase 3
48	East Granton	44	14%	48%	38%			
49	Longstone	43	17%	50%	33%			
50	Spylaw	43	24%	29%	47%			
51	Willowbrae South	42	11%	46%	43%			
52	Inch East	42	11%	37%	52%			
53	Craigentinny	42	14%	49%	38%		Monitoring	Monitoring planned – linked to Phase 4
54	Craigmillar	42	3%	52%	45%			
56	Corstorphine South	42	17%	24%	59%		Monitoring	Monitoring Planned – linked to Phase 2
57	Northfield	39	4%	46%	50%		Monitoring	Monitoring planned – linked to Phase 4
58	Niddrie	38	5%	32%	64%			
59	Wardie	38	5%	42%	53%		Monitoring	Monitoring Planned – Linked to Phase 3
60	Brunstane	38	6%	35%	59%		Monitoring	Monitoring planned – linked to Phase 4
61	West Pilton	38	3%	35%	61%			
62	Newcraighall	38	21%	21%	57%			

Rank	Area	Average Parking Pressure	Percentage of Roads by Parking Pressure Level			Phase	Recommended Action	Status
			High	Medium	Low			
63	Clermiston South	37	15%	39%	46%			
64	Liberton West	37	7%	37%	56%			
65	Craiglockhart N (2)	37	0%	31%	69%		Further Monitoring	Monitoring Planned – Linked to Ph 1 & 5
66	West Craigs	36	20%	20%	60%		Monitoring	Monitoring Planned
67	Braid Hill	36	17%	17%	65%		Monitoring	Monitoring Planned
68	Moredun	35	3%	38%	59%			
69	Greendykes North	35	0%	42%	58%			
70	Gilmerton Dykes	35	7%	37%	56%			
71	Niddrie Mill	34	0%	50%	50%			
72	Ferniehill	33	0%	39%	61%			
73	Cameron Toll	32	9%	27%	64%			
74	Duddingston North	32	5%	33%	63%			
75	Muirhouse	32	0%	38%	62%			
76	Currie East	32	13%	20%	67%			
77	Duddingston South	31	3%	33%	64%			
78	Newbridge	29	20%	13%	67%			
79	Kingsknowe	29	14%	7%	79%			
80	Liberton East	29	4%	19%	78%			
81	Davidson's Mains	29	13%	16%	72%			
82	West Granton	27	4%	23%	73%			
83	Redford	27	0%	24%	76%			
84	Craiglockhart	27	5%	18%	77%			
85	Corstorphine North	26	6%	15%	79%		Monitoring	Monitoring Planned
86	Wester Hailes South	26	0%	35%	65%			
87	Comiston	26	6%	16%	78%			
88	Currie West	25	7%	22%	71%			
89	Murrayfield	25	3%	38%	59%	2	CPZ	Monitoring Planned
90	Queensferry East	25	14%	11%	75%			
91	Kirkliston South	24	6%	4%	90%			
92	Alnwickhill	23	2%	19%	79%			

Rank	Area	Average Parking Pressure	Percentage of Roads by Parking Pressure Level			Phase	Recommended Action	Status
			High	Medium	Low			
93	Calder	23	4%	13%	83%			
94	Ravelston	23	0%	26%	74%		Monitoring	Monitoring Planned – linked to Phase 3
95	Burdiehouse	22	3%	11%	86%			
96	Greenbank	21	3%	19%	77%		Monitoring	Monitoring Planned
97	Baberton	21	0%	4%	96%			
98	Ratho	21	6%	10%	84%			
99	Barnton	20	9%	3%	88%			
100	Buckstone	20	2%	14%	84%			
101	East Craigs	19	6%	10%	83%			
102	Greendykes South	18	9%	0%	91%			
103	Silverknowes	18	0%	6%	94%			
104	South Cramond	18	6%	8%	85%			
105	South Gyle	18	13%	7%	80%		Monitoring	Monitoring Planned
106	Queensferry West	17	6%	5%	90%			
107	Kirkliston North	17	0%	3%	97%			
108	Balerno	16	4%	7%	89%			
109	Wester Hailes North	16	0%	5%	95%			
110	Swanston	16	0%	9%	91%			
111	Bonaly	15	0%	8%	93%			
112	North Silverknowes	15	0%	0%	100%			
113	Bughtlin	15	2%	13%	85%			
114	Blackhall	14	0%	6%	94%			
115	North Cramond	13	1%	7%	92%			
116	Cammo	11	0%	0%	100%			
117	Queensferry South	9	0%	2%	98%			

Appendix 3: Lockharton

Since S5 (Shandon) and S7 (the previous Priority Parking Area B8) were implemented, the Council has received a significant level of correspondence from Lockharton residents, as well as from Ward Members representing the views of their constituents. Officers have met with resident representatives twice since those new zones were brought into effect to discuss the parking pressures being experienced in the Lockharton area.

As set out in Appendix 1, the monitoring surveys for Craiglockhart North, and in particular the results for the area to the north of Happy Valley on either side of Colinton Road, show that parking occupancy has reached a point where there would be benefit in proposing remedial action. The recommended action is to introduce a Priority Parking Area (PPA).

This appendix looks at the extent of the proposed PPA, the route to its introduction, the make-up of the proposed controls and where Lockharton sits in terms of prioritisation.

It further provides detail of surveys conducted by Lockharton residents and of submissions made by residents in support of action in their area.

It is split into the following parts:

- A. Proposed Process
- B. Legal Process
- C. Proposed Controls
- D. Prioritisation
- E. Map of Craiglockhart North & Lockharton
- F. Supporting Surveys and submissions.

Part A – Proposed Process

- 1.1 All currently programmed Phases of the Review have followed the same process, summarised as follows:
- On-street surveys undertaken to inform design process
 - Draft designs prepared
 - Informal consultation with residents and businesses, using detailed plans of how the proposed controls might look.
 - Consultation results are then reported to Committee so that a decision can be taken on whether to proceed to legal process, based on the Review data and the consultation feedback.
 - Legal process commences (TRO), with an opportunity to object at advertising stage. The designs could be refined at this stage, with significant work then required to draw together the required legal documentation.
 - Decision taken, having considered objections, whether to proceed to make Order and implement.
- 1.2 In the case of Lockharton, no work has yet been carried out to determine the likely location or extent of parking places needed, or whether the proposal needs to include additional restrictions at junctions, crossing points etc. That work remains an outstanding requirement in advance of any legal process.
- 1.3 While residents within the three Lockharton streets have conducted their own surveys and consultation, parking controls are often divisive in terms of how much support they attract. The design process, along with the informal consultation process, is designed to encourage comment that can be used to shape the final proposal. This is especially important in a PPA, where not all of the kerbside space will be controlled. Past consultations on PPAs have been used to determine the final locations for parking places, with parking places tending to be provided where they are fully supported.
- 1.4 Full details of the surveys and consultation conducted by residents can be found in Part F of this Appendix.
- 1.5 While the results indicate that there is evidence of support for action from those streets involved in those exercises, they also show that there is less support from those surveyed streets where the parking pressures are not as acute.
- 1.6 The proposal that is being recommended in this report seeks to manage parking pressures across a definable area, ensuring that parking pressures do not simply migrate from Lockharton into Colinton Grove or into the northern end of Craiglockhart Road North. The views of those in these additional streets have not yet been sought.
- 1.7 On that basis it is considered necessary to engage further with the residents of Colinton Road, Colinton Grove and Colinton Grove West in order to gauge the

level of support for action in those streets. This work would be undertaken in tandem with the required design process to determine the layout, location and extent of parking places in the proposed PPA and the potential need for yellow line restrictions.

- 1.8 The extent of parking provision in those additional streets would be primarily led by feedback from residents, but it is proposed that the design must include some parking provision in these streets in order to accommodate any residents who might wish to obtain permits.
- 1.9 Following the completion of the design process, and having considered the outcome of the consultation, it would be proposed to move to legal process as soon as it is possible to do so. Further detail on the likely timescales, and how this work sits with other commitments related to the Review, is contained within Part D of this Appendix.

Part B – Legal process

- 2.1 As is the case with all other areas covered by the Review, the proposed restrictions will be taken forward under the TRO process, where the proposals are advertised and a permanent Order finalised before the implementation of any on-street controls.
- 2.2 Residents have suggested that a PPA could be delivered via an Experimental Traffic Regulation Order (ETRO) because it is considered that this enable controls to be introduced within a very short timescale.
- 2.3 Unfortunately, this is not the case. While it is true that the process of delivering ETROs requires fewer steps before an ETRO can be “made” when compared to a TRO, there is still a significant requirement in terms of the work that is required to prepare for such an Order. There are also a number of other factors that must be taken into account which are set out in the following paragraphs.
- 2.4 All legal processes relating to traffic orders are governed by primary and secondary legislation. All roads authorities are legally bound to adhere to that legislation. In the case of ETROs, the legislation is clear that local authorities seeking to use ETROs must clearly state their reasons for the experiment. In the case of the use of parking controls there is clear evidence in the form of existing CPZ and PPA demonstrating that such measures are effective in controlling parking pressures so they could not be considered an experiment.
- 2.5 ETROs require the same amount of preparatory work and the same legal steps have to be completed before they can be delivered. Objections may be considered at a different stage of the process, but they must still be considered, taking the same time and resource.
- 2.6 Work on existing commitments related to Phases 3 and 4 of the Review are nearing the point where those proposals can be advertised, with the Order being prepared for the Portobello area and further Orders for the B1, B3, B4, B5 and Fettes areas to follow. The proposed phasing of proposals for Lockharton are discussed in further detail in Part D.
- 2.7 Given that all currently programmed Phases of the Review have followed the TRO process, and that the measures proposed do not form part of an “experimental scheme of traffic control”, as set out in legislation, with the success of the proposed measures having been previously established in other, similar areas, the proposals for Lockharton will follow that same process. This will enable further engagement to take place in those streets where no consultation has been carried out, for adjustments to be made to the design to reflect residents’ wishes and for a considered decision to be take on the outcome of the formal advertising of the drafted traffic order. It further avoids the potential for significant expenditure on signs, road markings and for resources via the Council’s enforcement contractor that could prove abortive under ETRO.

Part C – Proposed Controls

- 3.1 The Strategic Review of Parking is an ongoing assessment of parking pressures across the city. The monitoring strategy, as an integral part of the Review, is designed to highlight situations where the parking situation in Review areas has changed, either as a result of other Review actions or because of other factors.
- 3.2 In the case of Craiglockhart North, while the overall figures for the entire area would not warrant action at this time, the surveys also highlight the increase in parking pressure within certain streets, with the largest increases in number of vehicles parked being within Lockharton.
- 3.3 While the increase in parking pressures is most noticeable in the three Lockharton streets, there is further potential for migrated parking pressures to have an impact on neighbouring streets if measures were to be considered in these streets alone. That likelihood is increased where action might be proposed on one side of a busy arterial route such as Colinton Road. Furthermore, the Review looks at, and proposes remedial actions on, parking pressures on an area-by-area basis.
- 3.4 As a result, it is proposed that the part of Craiglockhart North that extends from the boundary of S7 to the junction of Colinton Road and Craiglockhart Road North be taken forward as a PPA under the umbrella of the Review. This approach would see partial controls in the form of a mixture of permit parking places and zero-charge pay-and-display parking places introduced by means of traffic order.
- 3.5 The proposal would see permit parking places introduced where there was an expected demand, with pay-and-display provided in two key locations, firstly outside the shops at Happy Valley and in the vicinity of the access points to the Easter Craiglockhart Hill Nature Reserve. While the permit spaces would operate for 90 minutes each day (12:30hrs to 14:00hrs Monday to Friday) as a means of discouraging commuter parking, it would be proposed to operate the pay-and-display (albeit without charge) between 08:30hrs and 17:30hrs Monday to Friday with a maximum stay of 2 hours (at shops) and 3 hours (at the nature reserve).
- 3.6 The extent of the parking required will be determined during the design process. As with other PPAs only part of the kerbside space will be subject to controls. An assessment will be made on the number of permit spaces, and their location, based on our experience of permit uptake in other PPAs. Once the number of permit spaces has been determined, a further decision will be taken on the number of spaces that should be provided for visitors to the local shops and to the reserve.
- 3.7 The remaining parts of Craiglockhart North will continue to be monitored. In addition to this ongoing monitoring, it is further recommended that engagement take place with residents and businesses in the remainder of Craiglockhart North that recognises the further potential for migration and that seeks to understand whether there would be support for further controls in that area, should parking pressures increase to a point where action would be required.

Part D - Prioritisation

- 4.1 The Lockharton Area now sits, following the analysis of the monitoring results, in 14th place in the revised prioritisation list.
- 4.2 The following paragraphs look at existing commitments and consider where Lockharton should sit, given not only those existing commitments, but also the severity of parking pressures. Consideration will also be given to the length of time that these parking pressures have been experienced.
- 4.3 The following extract shows the relationship between Lockharton and the other Phase 2, 3 and 4 areas. For the purposes of this comparison, the Phase 3 and 4 areas where there are a greater percentage of roads subject to “High” parking pressure have been highlighted:

Rank	Area	Average Parking Pressure	Percentage of Roads by Parking Pressure Level			Phase	Recommended Action
			High	Medium	Low		
1	Roseburn	93	78%	22%	0%	2	CPZ
2	Easter Road	86	67%	27%	7%	2	CPZ
3	Willowbrae North	79	67%	33%	0%	2	CPZ
4	Bonnington	81	65%	30%	5%	2	CPZ
5	South Morningside	80	64%	32%	4%	4	Potential CPZ
6	Sighthill Industrial Estate	79	80%	13%	7%		Limited control
7	B4	79	50%	50%	0%	3	CPZ
8	Lochend (West Leith)	74	56%	36%	8%	2	CPZ
9	B2	74	64%	21%	14%	4	Potential CPZ
10	B1	73	65%	26%	9%	3	CPZ
11	Newhaven South	72	56%	36%	8%		Monitoring
12	B7	71	60%	33%	7%		Further monitoring
13	B3	70	67%	33%	0%	3	CPZ
14	Lockharton	69	56%	36%	8%	5	Priority Parking Area
15	Fettes	69	48%	43%	9%	3	CPZ
16	Portobello	68	63%	12%	24%	4	CPZ
17	Corstorphine	62	64%	7%	29%	2	CPZ
18	Piershill	61	50%	44%	6%		Monitoring
19	B5	61	40%	50%	10%	3	CPZ

- 4.4 Many of the highlighted areas are subject to higher overall levels of parking pressure than Lockharton, and on a longstanding basis.
- 4.5 All of the existing PPAs in the above extract were introduced as a result of parking migration caused by the 2006/07 extension of the CPZ. While they have been partly successful in assisting residents, the level of pressure in those areas warrants their transfer to CPZ. These are long-standing pressures that the Review now aims to address.
- 4.6 In the case of South Morningside, further monitoring is required to ascertain the levels of parking pressure following an expansion of B2 and the expansion of the Royal Edinburgh Hospital. Parking pressures in this area can again be traced back to the 2006/07 CPZ expansion.
- 4.7 The results for Portobello are reflective of “normal” parking levels. During busier periods those levels can increase. The Council first looked at parking controls in

Portobello, at the request of residents, over ten years ago. These are also long-standing parking pressures in an already busy local shopping area.

- 4.8 In considering where Lockharton should sit in terms of priority, it is generally considered that existing commitments must be met before looking at any further Phases of implementation. While the aims of the Review have always included monitoring as a key element, delivering upon the initial findings of the Review and addressing the identified parking pressures in areas that have been subject to those pressures for extended periods of time must remain the primary focus. It is also the case that there is no scope to prioritise Lockharton without significant impact on progress on Phases 3 and 4, as well as having the potential to impact upon the legal processes for other Transport projects requiring Traffic Orders within a similar timescale to the Review such as the Communal Bin Review, the proposed 7-7-7 bus trial and George Street.
- 4.9 Should Committee approve the recommendations in this report, then work will also commence on engagement in the Roseburn, Easter Road and Bonnington areas of Phase 2, with a future report to decide on the future of the Review in those areas. This work would need to proceed as soon as possible to ensure that the proposed timeline for Phase 2 can still be achieved.
- 4.10 However, it is also noted that the parking pressures in Lockharton are related to displaced parking from the Phase 1 implementation, and on that basis it is proposed to expedite the introduction of parking controls in that area as quickly as possible without impacting on the timelines for other Phases.
- 4.11 The preparatory works for Lockharton, including additional consultation, survey work, design and the preparation of the required TRO could proceed in tandem with work on other Phases. The timelines for Phases 3 and 4 show legal processes starting in each of the affected areas in Q3 and Q4 of 2024, with anticipated implementation (subject to completion of the legal processes) from mid to late 2025.
- 4.12 It is likely that the required preparations for Lockharton could be completed so that the legal process could proceed with the intention of implementing controls in Lockharton towards the end of 2025. A revised version of the timeline shared with Committee via Business Bulletin in March 2024 is shown below. It should be noted that the “Legal process” element includes advertising of the draft Order and the collation and analysis of objections received. If the proposals in any of the Phase 3, 4 or 5 areas are largely supported and attract few objections, then these timescales may contract.

Timetable - Phases 3, 4 & 5

		2024				2025			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<u>Phase 3</u>									
	B1								
	B3/B4/B5/Fettes								
<u>Phase 4</u>									
	Portobello								
<u>Phase 5</u>									
	Lockharton								

Key

Site Surveys / Design / Consultation

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.

3.1 This map shows the extent of the Craiglockhart North monitoring area and the proposed extents of the Priority Parking Area recommended for Lockharton.



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It further sets out the case for parking controls as put to the Council by residents. This Appendix is largely comprised of information received directly by the Council. The only changes that have been made to this information is the removal of any information that might identify individuals or their personal information.

It is split into the following sub-sections:

A – Lockarton Parking Survey

B - Lockharton resident Survey

C – Parking Observations

Section A – Lockharton Parking Survey

1. The following is a document that was circulated to Lockharton residents:

Lockharton Parking – Survey by concerned residents.

Lockharton Gardens, Avenue and Crescent have become swamped with vehicles, with parking in these streets reaching saturation since the 3 new Controlled Parking Areas (CPZ) were introduced in the Craiglockhart Terrace, Shandon and Meggetland areas on 23 November 2023. Displaced vehicles, which can be dangerously parked at corners, have made parking very difficult, and at times impossible, for Lockharton residents.

At peak times, we have counted more than 200 cars parked on the three streets and we believe that up to two thirds of these belong to non-residents.

To date, many residents have raised their concerns by email or letter with our local councillors. At the City of Edinburgh Council's Transport and Environment Committee held on 11th January 2024, officers of the Council have been remitted to consult immediately with interested parties. We have requested an urgent meeting and are awaiting a date.

It seems inevitable that a solution to the current parking situation will be a Residents' Permit Scheme: with a Controlled Parking Zone (CPZ) or Priority Parking Area (PPA) being the options available. Full details of the Council's protocol for Parking Controls can be found here: <https://www.edinburgh.gov.uk/downloads/file/25696/controlled-parking-and-priority-parking-protocol> . In summary, in a CPZ, all kerbside space is controlled, normally involving a range of different types of yellow line restrictions or parking places. In a Priority Parking Area (PPA) only a proportion of the kerbside space is controlled. The remaining space generally remains uncontrolled.

With the Council recognising that the Lockharton area has become a parking hotspot, we hope that action will be taken promptly and plan to make further representation to the Community Council (on 19th February, 7.00pm, Napier) and the Council.

We want to collate and present the views of Lockharton residents to the Council. We would be very grateful if you would complete the survey below and return it to one of us no later than 12th February 2024. If you would prefer an email version of the form, please get in touch. If you would like us to keep you updated on progress, please let us have either your mobile number (for a WhatsApp Group) or email address. We will not use your details for any other purpose.

If you have any questions, please contact any of the following:

Deleted [Deleted](#)

Deleted [Deleted](#)

Deleted [Deleted](#)

Deleted [Deleted](#)

Name:	
Address:	
Email Address:	
Mobile:	

Note: If you do not wish to give us your details, can we state that your response is from a resident of the Lockharton area? ☐ Yes ☐ No

1. How many vehicles are there in your household?

Please write in the number here: _____

2. Have the recent parking problems affected you: please tick one option

☐ A lot

☐ A little

☐ Not at all

3. Which of the following problems are you experiencing, please tick as many options as relevant to you:

☐ Unable to park at or near your house

☐ Visitors unable to park

☐ Tradesmen unable to park

☐ Dangerous parking

☐ Other, please specify: _____

4. What do you think has caused these problems? Please tick as appropriate

☐ Vehicles displaced from nearby CPZ areas

☐ Commuters

☐ Staff parking for local businesses

☐ Vehicles abandoned

☐ Vehicles parked for lengthy periods

☐ Other, please specify: _____

Please specify:

5.

How could things be improved?

6. **Should the option of a Residents Permit Scheme be pursued with the Council?** Please tick: ☐ Yes ☐ No

7.

Please use this space to give us any other views or information that you feel would be useful:

Please return this form to one of the people named overleaf by Monday 12th February 2024. Thank you.

Section B – Parking Survey - Results

1. The results of the survey in Part A are as follows:

Residents' Survey – Lockharton Gardens, Crescent and Avenue

Summary Report

When the three new Controlled Parking Zones (CPZ) in the Craiglockhart Terrace, Shandon and Meggetland areas commenced on the 20th November 2023 the nature and ambience of the Lockharton area changed completely.

What had been a quiet residential area, a proverbial village in the city, was overrun with an increase of parked cars which saturated the Crescent, Gardens and Avenue. There are few options other than on street parking for residents of the area which amplifies the impact of even a small number of extra vehicles.

Many people wrote to local councillors and the City of Edinburgh Council Transport and Environment Committee to express their views about the changes.

It seemed important to establish, as far as was possible, what impact the changes were having on residents' day to day life, gather some detail about parking behaviour in the area and to get an idea of what residents of the Lockhartons were thinking about solutions.

A questionnaire was delivered to residents of The Crescent, Gardens and the North East and South West of Lockharton Avenue. Return rate was: **93%** of Lockharton Crescent, **56%** of Lockharton Gardens, **77%** of the North East end of Lockharton Avenue and **20%** of the South West end of Lockharton avenue. Giving a total of **61** actual returns.

We asked the extent parking was a problem, some detail about that and what people thought had caused the problems. We also asked how people thought the situation could be improved and whether some form of parking scheme should be pursued with the council.

In answer to the question "Have the recent parking changes affected you"
Respondents said

	A lot	A little	Not at all
L Crescent	85%	8%	0%
L Gardens	79%	14%	0%
NE L Avenue	73%	27%	0%
SW L Avenue	25%	50%	2%

In answer to the question “Which of the following questions are you experiencing?”

Respondents said:

	Unable to park at or near your house	Visitors unable to park	Tradesmen unable to park	Dangerous parking	Other
L Crescent	85%	100%	62%	77%	54%
L Gardens	79%	93%	86%	86%	36%
NE L Avenue	96%	81%	62%	92%	38%
SW L Avenue	63%	63%	50%	63%	12%

In answer to the question “What do you think caused these problems?”

	Vehicles displaced from nearby CPZ areas	Commuters	Staff parking for local businesses	Vehicles abandoned	Lengthy periods	Other
L Crescent	92%	100%	38%	77%	100%	38%
L Gardens	86%	79%	43%	64%	71%	21%
NE L Avenue	96%	96%	42%	23%	88%	16%
SW L Avenue	75%	87%	25%	12%	75%	0%

In answer to the question “Should the option of a residents’ parking scheme be pursued with the council?”

	Yes to parking scheme
L Crescent	100%
L Gardens	100%
NE L Avenue	96%
SW L Avenue	75%

So out of our 61 completed returns there were 3 returns that had concerns about a residents parking scheme (one based on previous experience, one because of unintended consequences and one because it wouldn't make any difference)

The survey, combined with *(residents name removed)* work gives us considerable detail on the impact of the introduction of the adjacent CPZs

What is striking from the returns is a general feeling that the residents of the Lockharton area don't want to be seen as the problem, they don't want to be and certainly didn't ask to be the complainers.

People understand the wider problems of traffic in the city. However, simply concentrating a problem into a small residential area is not a solution. The survey shows the responses of reasonable people to an unreasonable strategy.

It is not just about cars, it's about people and their homes and neighbourhood. Many heartfelt comments were made on the returns about how people have been affected.

Cars are circling round the Lockhartons looking parking spaces and not paying attention to pedestrians...

The new CPZs lie empty on a daily basis whilst cars are cramped in and parked dangerously in the Lockhartons – It makes no sense!....

Other streets have off road parking so it is unreasonable to give us the problem...

...When unloading from shopping I have to stop in the middle of the street...

Long term parking next to the pond is such a shame and stopping people walking their dogs and enjoying the hill...

Concerns for the elderly not being able to park near front doors...(multiple mentions)

Abuse when asking people to be reasonable about their parking...(multiple mentions)

We have a 10 month old baby and being parked far from home causes issues with carrying baby home. We now avoid using the car during office hours to avoid losing our space.

After 60 years residence here we can no longer invite somewhat disabled friends to visit....Multiple mentions of problems for visitors

Increasingly dangerous to cross road with young child....Grandchildren visiting mentioned

I left my house for one hour...had to drive around three times...next option 10 minutes away.... Multiple mentions

Family visiting to take me out have to park far away and I am not very mobile....

Section C – Resident Observations

3.

1. The following is observations made by a resident on the parking situation in Lockharton Crescent:

LOCKHARTON CRESCENT PARKING

My name is *name removed* and I live on Lockharton Crescent. It used to be a quiet street. Since November last year, it has become a 'Park and Ride'. We used to look out at trees, now we look out at cars.

I have been carrying out a mini-survey with the aim of working out why the owners of all these cars have suddenly chosen to park on my street. Armed with this clipboard, I have recorded registrations, durations of stay and parking locations weekly over the past six weeks. So far, I have recorded 155 different vehicles. Whenever possible, I talk to the drivers to find out the reasons for parking where they do.

Between 7.30am and 4.00 pm on weekdays, it is always hard and sometimes impossible to find a space on the street.

Out of the 50 or so cars parked on the street at these times, only 20% belong to residents.

15% of the cars never or rarely move and their owners are never or rarely seen. Some, we think, have been dumped either by owners or garages due to mechanical problems, some may be second or third cars, some are left when owners go abroad on holiday. One has been there since August last year.

About 25% of cars are owned by commuters. Some owners are working at local businesses like Tesco or Little Monkeys Nursery, some at local schools like Steiner or Watsons, some are students at Napier's Merchiston Campus. Many used to park closer to town in the areas into which the CPZ was extended in November last year.

About 20% of cars are owned by people who live in nearby CPZ areas but are either unable or unwilling to pay the permit charges. Many are brought round late at night or early in the morning.

So 80% or more of the cars are there for all or most of the day. The remaining 20% of cars are shorter term users. Some are accessing local businesses – the shops, the hairdressers, Dine restaurant. Some are tradespeople who often struggle to get parked close to the house where they are working. Family or paid carers for elderly residents have the same problem. Some are walkers, dog walkers and nature lovers wishing to visit the Local Nature Reserve but now doing so less often because of the parking difficulties. Some are locals displaced from surrounding streets also affected by saturation parking. These shorter-term users quickly fill any space vacated by local residents or commuters returning home.

There is a similar mix on the other streets though the proportions vary. On the western half of Lockharton Avenue, for example, there is an overflow of gym users who cannot get parked at Craiglockhart Leisure Centre. Across the Lockhartons as a whole, there

are parking spaces for 200+ cars. A rough estimate is that residents take up 40% of these spaces and long stay users - the commuters, the CPZ refugees and the dumpers - take up 50%

I have talked to a good few of the non-residents who park on my street. Many are apologetic and realise that saturation parking impacts on the quality of life of local residents. They feel they have no other alternative. I have sympathy for some of them though not for those that simply choose to save money by not paying the parking permit charges in their CPZ area or for those who dump their cars.

I hope my crude monitoring efforts will help Council officials to come up with possible solutions to the parking problems in the Lockhartons.

Appendix 4 – Proposed changes

Since the new zones were implemented, a number of situations have been highlighted that require modification to the restrictions on-street. A number of these have already been taken through the legal process and implemented on-street, with the required legal process having been initiated via delegated powers.

This appendix highlights two particular changes where authority is sought to commence the legal process.

The proposed changes are:

1. Add Drum Terrace to Zone N7
2. Amend the layout of restrictions in the Permit Parking Area that includes Rossie Place

1. Add Drum Terrace to Zone N7

- 1.1 Drum Terrace is a cul-de-sac that lies to the east of Easter Road.
- 1.2 The section of Easter Road that provides the sole vehicular access to Drum Terrace is now contained within Zone N7, following the introduction of Phase 1 of the Review.
- 1.3 Indications from residents of Drum Terrace are that they now have difficulty in being able to park near to their homes.
- 1.4 The area to the east of Easter Road forms part of the proposals for Phase 2 of the Review, but even if that area were to become a new zone, Drum Terrace would remain remote from parking provision.
- 1.5 The proposed solution is to extend N7 to include Drum Terrace. It is therefore proposed to begin the legal process to make that change, enabling residents of Drum Terrace to access N7 permits and preventing non-residential parking from taking place.
- 1.6 The proposal for Drum Terrace would involve a mixture of Permit Holder and Shared Use parking places, in a similar split (60:40) to that found elsewhere within the new zones. Double yellow lines will be used to protect the communal bin hubs and the existing double yellow lines at the cemetery gates will be retained. Restrictions will operate Monday to Friday 08:30 to 17:30, while double yellow lines will operate 24 hours of every day.
- 1.7 Charges for pay-and-display and permits will be in line with those currently in place in Zone N7 as detailed in the tables below –

Extended Controlled Parking Zones (zones prefixed with a letter N or S e.g. N1, S2 etc)	£3.80 per hour	Monday to Friday 8.30am to 5.30pm
--	----------------	-----------------------------------

Residents Permits - New Charges from 15 July 2024

		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	Not Applicable	£58.90	£85.00	£104.10	£124.00	£163.70	£239.00
		6 Month Permit	Not Applicable	£106.10	£153.10	£187.60	£223.40	£295.00	£430.70
		12 Month Permit	£73.70	£176.90	£255.30	£312.60	£372.30	£491.70	£717.90
	Permit 2	3 Month Permit	Not Applicable	£70.60	£106.20	£130.10	£155.00	£212.80	£310.70
		6 Month Permit	Not Applicable	£127.30	£191.40	£234.50	£279.20	£383.50	£559.90
		12 Month Permit	£88.50	£212.30	£319.10	£390.80	£465.40	£639.20	£933.30
Charges - All Other Zones (5-8, S1-S7 & N1-N8)	Permit 1	3 Month Permit	Not Applicable	£28.70	£41.10	£50.00	£59.10	£77.10	£110.10
		6 Month Permit	Not Applicable	£51.80	£74.00	£90.10	£106.60	£139.00	£198.50
		12 Month Permit	£36.50	£86.40	£123.40	£150.20	£177.70	£231.70	£330.80
	Permit 2	3 Month Permit	Not Applicable	£34.50	£51.30	£62.50	£73.90	£100.30	£143.20
		6 Month Permit	Not Applicable	£62.20	£92.60	£112.60	£133.30	£180.70	£258.00
		12 Month Permit	£43.80	£103.70	£154.30	£187.80	£222.10	£301.20	£430.00

Please note that all new or first-time applications for a diesel-fuelled vehicle will be subject to a £60.00 annual surcharge, pro-rata for 6 and 3 month permit. Please visit <https://www.edinburgh.gov.uk/low-emission-zone/diesel-surcharge> for more information.

2. Amend the layout of restrictions in the Permit Parking Area that includes Rossie Place

- 2.1 Rossie Place is part of one of a number of Permit Parking Areas that were introduced in Phase 1.
- 2.2 Permit Parking Areas restrict the use of parking space during the controlled hours to resident permit holders from within that area, whilst allowing other permits (visitor, trades etc) to also make use of the space. Unlike most streets within the CPZ, however, few signs and road markings are required. Each area is designated as a place where eligible permit holders can park, and it is only where there are different restrictions (yellow lines, disabled persons parking places etc) that additional road markings and signs might be required.
- 2.3 In the case of Rossie Place, the intention behind the introduction of the Permit Parking Area was to assist in providing the greatest number of parking opportunities for residents, reducing the potential amount of space that can be lost when considering where it is safe or appropriate to mark parking places.
- 2.4 Since the new controls were implemented, however, it has become apparent that some of the legitimate parking that is taking place is having a detrimental impact on access to the far eastern end of Rossie Place.
- 2.5 While Rossie Place is generally wide enough along much of its length to accommodate parallel parking on one side and end-on parking on the other, the road width changes significantly to the east of Norton Park. In the eastern part of Rossie Place parking can only be accommodated if vehicles park parallel to the kerb on both sides. What this means in practice is that, should larger vehicles such as vans, be parked in the area opposite Norton Park, it becomes difficult to negotiate those vehicles safely when travelling in either direction. Visibility of oncoming traffic is compromised and the road width reduced to single file.
- 2.6 In order to rectify this situation, there are two options:
 1. To reduce the extent of the area where it is possible to park, and to mark out a parking place. This would assist in controlling the use of this area and, via the requirement to parking within the road markings, prevent the use of this parking place by larger vehicles such as vans, so as to not impede either traffic movement or the view of approaching traffic
 2. To mark out a parallel parking place to prevent vehicles from parking end-on. This option significantly reduces the amount of available space.
- 2.7 It is, therefore, proposed to amend the traffic order such that the area opposite Norton Park is allocated as a specific permit holder parking place, assigned for users who hold a parking permit for the Permit Parking Area. It is proposed that this parking place will still be marked end-on to the kerb and that the yellow

lines opposite Norton Park will be extended by 5 metres to ensure that vehicles are able to safely use this part of Rossie Place.

Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Low Emission Zone (LEZ) – summer 2024 update

Executive/routine
Wards

Executive
All

1. Recommendations

- 1.1. Transport and Environment Committee is asked to:
 - 1.1.1 Note this update on the Low Emission Zone (LEZ) in Edinburgh and the annual reporting arrangements;
 - 1.1.2 Note that LEZ's effectiveness in meeting statutory objectives relies on maximising compliance with emission standards across all vehicle types not covered by national exemptions;
 - 1.1.3 Agree to maintain the current local exemption policy with the addition of the three categories only, as outlined in paragraph 4.4; and
 - 1.1.4 Agree to the approach to reporting and potential surplus income as set out in Appendices C and D.

Gareth Barwell

Service Director, Operational Services

Contact: George King, Senior Project Manager

E-mail: george.king@edinburgh.gov.uk

Report

Low Emission Zone (LEZ) – summer 2024 update

2. Executive Summary

- 2.1 This report provides an update on the Council's Low Emission Zone (LEZ) Local Exemption and Temporary Suspension Decision-making Framework and seeks approval to update the Council's Local Exemption policy.
- 2.2 The report also outlines the LEZ Annual Report process and notes that officers are seeking further guidance from Transport Scotland on developing a consistent approach across all four LEZ cities.
- 2.3 Finally, the report provides clarity on the Council's approach to any potential surplus income generated from penalty charges.

3. Background

- 3.1 The LEZ is a public health measure designed to improve air quality and reduce greenhouse gases.
- 3.2 The Council's LEZ [Scheme](#) was approved by Committee in March 2022 and approved by Scottish Ministers in May 2022. It has been enforced since 1 June 2024, following a two-year grace period for all. [National exemptions](#) apply for a range of vehicle types, including blue badge holders and emergency services.
- 3.3 National and local communication campaigns have been undertaken to advise motorists of the Scheme. The Scottish Government has provided funding for vehicles to be retrofitted since October 2019 and scrappage grants for householders and businesses since autumn 2020.
Local 'time-limited' exemptions
- 3.4 Section 17 of the Transport (Scotland) Act 2019 includes powers for a local authority to grant and renew local 'time limited' exemptions for up to 12 months at a time.
- 3.5 Committee agreed to encourage compliance and that, generally, no local 'time-limited' exemptions would be granted.

- 3.6 A briefing note was circulated to all Councillors in May 2024 detailing the approach that has been taken to determining local exemptions since May 2022. This reflects the information which is also published on the [Council's LEZ webpages](#).

Temporary suspensions

- 3.7 The Act enables local authorities to suspend their LEZs to take account of unavoidable road closures because of works or incidents that require vehicles to be routed through the zone.
- 3.8 The Act also enables local authorities to suspend the operation of a LEZ for a specified period, in respect of the whole zone or any part of the zone, where they consider it appropriate to do so for the purposes of an event which:
- 3.8.1 Is held within, or in the vicinity of, the zone; and
- 3.8.2 The local authority considers to be of national importance or significant local importance.

4. Main report

Local time-limited exemptions and temporary suspensions

- 4.1 While the legislation enabled local authorities to introduce time-limited exemptions, to improve compliance the Council agreed that no exemptions would be granted.
- 4.2 However, the Council recognised that there may be circumstances where an exemption would be appropriate and a process for determining local exemptions was introduced.
- 4.3 To date, two exemptions have been permitted due to the specialist nature of the vehicles which were requested to be considered.
- 4.4 Committee is asked to agree to update the Council policy on local exemptions to agree to local time-limited exemptions for three classes of vehicles where sufficient evidence is received that vehicles meet these definitions:
- 4.4.1 All vehicles heavily modified for road-rail operations that require highly specialised equipment to be fitted to the base of the vehicle in order carry out their assigned tasks relating to ongoing rail maintenance;
- 4.4.2 Highly specialised Heavy Goods Vehicles (HGVs) adapted to allow for the moving of fragile and unique artwork; and
- 4.4.3 Taxis that have applied for a retrofit solution via the Energy Saving Trust's (EST) Clean Vehicle Retrofit Accreditation Scheme (CVRAS). In this case, the exemption may be granted until 31 October 2024, only if evidence of delay is provided in the form of a letter from EST and proof that a deposit for the retrofit activity has been paid. Applications and evidence for taxis will be accepted no later than 17.00 on 29 August 2024. No other retrofit-delay

related applications for taxis or other vehicles will be considered in order to maintain LEZ efficacy.

Monitoring and Reporting

- 4.5 National [LEZ Guidance](#) summarises what LEZ annual reporting should cover (Appendix C) in Scotland. Discussions are ongoing with Transport Scotland on the provision of a template to ensure consistency across all four LEZ cities.
- 4.6 The Council continues to monitor and report on air quality via the established Air Quality Annual Progress Report (APR). Officers have been monitoring the awareness and understanding of LEZ in the years before enforcement as well as fleet compliance rates across the city. These findings are presented on the [monitoring and evaluation webpages](#).
- 4.7 A traffic survey was conducted in March 2024, repeating previous surveys, as part of the National [Low Emission Framework](#) and associated National Modelling Framework published by Scottish Government. Data from this survey has been shared with the Scottish Environment Protection Agency (SEPA) for LEZ analysis and officers are working with them to understand timescales for this analysis.
- 4.8 Previous air quality, traffic and other evidence relating to LEZ is publicly available on the Council's [LEZ evidence webpage](#), from 2018 to 2022.
- 4.9 Some aspects of LEZ monitoring may prove challenging to measure and is highly dependent on continued support from external key partners, in particular from SEPA.

Potential Surplus Income

- 4.10 The strict and escalating LEZ penalty charge regime is designed to be a deterrent and the Scheme's main objective is to address harmful emissions and to protect public health.
- 4.11 Emerging evidence from Glasgow indicates that surplus income may be generated by Scotland's LEZ model, against operational and maintenance costs, but there is currently insufficient data to confirm if this will be replicated in Edinburgh.
- 4.12 The Council's approach to potential LEZ surplus income is set out in Appendix D.

5. Next Steps

- 5.1. If Committee agree the proposed exemptions set out in paragraph 4.4, the Council's scheme for the LEZ will be updated.
- 5.2. In the next update to the Council Scheme of Delegation it is proposed to seek delegated authority to the Executive Director of Place to suspend the LEZ in circumstances such as unavoidable road closures as a result of works or incidents that require vehicles to be routed through the zone or for events (as set out in paragraph 3.11).

- 5.1 An annual report on LEZ operation and effectiveness is due to be submitted to Scottish Ministers in autumn 2025. This will be shared with Committee in advance of submission. Air Quality reporting will continue to be published as part of the established APR regime.
- 5.2 Monthly LEZ operation statistics and updates on the number of local exemption and temporary suspension applications determined each quarter will be published on the LEZ webpage, including the [number of penalty notices issued](#).

6. Financial impact

- 6.1 In 2024/25 the operating cost of the LEZ enforcement system is anticipated to be approximately £300,000. This predominantly relates to staffing costs for administering and operating LEZ.
- 6.2 Transport Scotland will meet the staffing costs incurred by the Council in financial year 2024/25.
- 6.3 Capital costs to install the LEZ enforcement system have been provided by Transport Scotland. Transport Scotland have also provided support funding for individuals and businesses (via Energy Savings Trust) within 20km of Edinburgh's LEZ to achieve LEZ compliance.
- 6.4 An outline of the approach for potential surplus income is provided in Appendix D.

7. Equality and Poverty Impact

- 7.1 An [Integrated Impact Assessment \(IIA\)](#) has been completed and uploaded to the [LEZ evidence webpage](#). Impacts will be included in future annual reports.

8. Climate and Nature Emergency Implications

- 8.1 The climate emergency implications of the LEZ will be presented in the LEZ annual report, in accordance with guidance and analysed data available, legal requirements and LEZ objectives.
- 8.2 Air quality reporting will continue to be published as part of the established APR regime.

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

- 9.1 The Council's policy of no local exemption and no temporary suspensions other than in exceptional circumstances will ensure LEZ maximises contributions towards its statutory objectives. Maintaining this robust and consistent approach reduces the

risk of lowering LEZ efficacy. It also reduces the risk of challenge from those who have made efforts to be LEZ compliant in advance of enforcement beginning.

- 9.2 Applying the recommended potential surplus income approach and presenting via LEZ annual reporting structures will ensure the Council meets its statutory obligations. Not applying this approach risks the Council not complying with legislation, reducing the wider potential positive impacts of LEZ and potentially having to return surplus Penalty Charge Notice (PCN) income received to the Scottish Government.

10. Background reading/external references

- 10.1 [Scotland LEZ Guidance](#) (Transport Scotland, 2021).
- 10.2 [Scotland National Low Emission Framework](#) (Scottish Government, 2019)
- 10.3 [Transport and Environment Committee, Low Emission Zone – Objections Report and Final Submission](#) (The City of Edinburgh Council, 31 March 2022)
- 10.4 [The City of Edinburgh Council’s Proposal to Make a Low Emission Zone Scheme: Final Submission to Scottish Ministers](#), (The City of Edinburgh Council, 28 April 2022)
- 10.5 [LEZ monitoring and evaluation](#) (The City of Edinburgh Council, 2024)
- 10.6 [LEZ evidence - 2018 to 2022](#) (the City of Edinburgh Council, 2024)
- 10.7 [LEZ PCN – net surplus income policy](#) (Aberdeen City Council, 2023).

11. Appendices

- Appendix A – LEZ Objectives and Measures (May 2022)
- Appendix B – LEZ Exemption Applications up to 14.03.2024
- Appendix C – LEZ Monitoring and Reporting
- Appendix D – LEZ Potential Surplus Income

Appendix A – LEZ Objectives and Measures

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

Appendix B – LEZ Exemption Applications (to 14.03.2024)

Vehicle/applicant classification	Total applications	Not granted	Granted
Bus/coach	4	4	0
Charity	9	8	1
Commercial	47	47	0
Taxi	2	2	0
Public sector	2	1	1
TOTAL	64	62	2

Appendix C – LEZ Monitoring and Reporting

- 1.1. Air quality continues to be monitored and reported via the Air Quality Annual Progress Report (APR) [available online](#) and via the Local Air Quality Management regimes that are a statutory requirement for the Council. The latest Council APR report was published in [October 2023 and reported to Committee in January 2024 for noting](#). This report provided narrative on the interaction of the Central Air Quality Management Area (AQMA), the LEZ and potential implications in relation to long term air quality trends observed.
- 1.2. In addition to the APR, the Council is required to produce an annual LEZ report on operation and effectiveness of the scheme. This report sets out timescales and requirements for an LEZ annual report and how the LEZ will be presented in relation to other statutory reporting frameworks. Transport Scotland have [provided Scotland LEZ guidance](#) which provides topics to be covered in the annual report – see Table 1.
- 1.3. Officers are in discussions with Transport Scotland on the provision of a template for all four LEZ cities (Edinburgh, Glasgow, Aberdeen and Dundee) to use for consistency.

Table 1. Transport Scotland LEZ guidance on topics for local authorities to cover in annual reports

Operation	Effectiveness
• scheme size, boundary location, vehicle scope, date of scheme introduction and grace period start/end date(s); • number of PCNs issued, number of appeals received and summary of decision made regarding those appeals; • costs of proposing, making and operating the scheme; • gross and net revenue from operation the scheme; • details of how revenue has been used towards the scheme's objectives	• air pollution level reduction trends and how the scheme contributes to carbon reduction targets; • <i>*transport vehicle demographics, including the monitoring of variation in vehicle emission standard profiles;</i> • <i>*health benefits that could be attributed to LEZ;</i> • <i>*contribution towards transport modal shift (particularly to active and public transport) that could be attributed to the LEZ being introduced.</i> <i>* denotes topics that are desirable to report on, where possible</i>

Appendix D – LEZ Potential Surplus Income

- 1.1 It is not known how much income the LEZ will generate but officers will continue to monitor the experiences of Scotland's other LEZ cities (Glasgow, Aberdeen and Dundee), and continue liaison around this topic.
- 1.2 According to section 27 (a) of the Transport (Scotland) Act 2019:

Any monies received from penalty charges in respect of a low emission zone scheme may be applied by the local authority only for the purposes of—

(a) facilitating (directly or indirectly) the achievement of the scheme's objectives and

(b) if (and only if) any surplus remains, making any repayments required as a condition of a grant under section 25(1)(b).
- 1.3 In addition to this, Transport Scotland has indicated that any penalty charge notice (PCN) income must be used first and foremost to cover the operational costs associated with the LEZ enforcement system.
- 1.4 If the income exceeds operational costs and the Council cannot identify relevant projects to direct this money towards, it may have to be paid to the Scottish Government to offset previous LEZ grant funding awarded to the Council.
- 1.5 In accordance with legislation and associated national guidance, should there be any income remaining once operational costs have been covered, surplus income will be spent on the achievement of the scheme's mandatory and/or discretionary objectives, and thus support at least air quality and/or climate change emission reduction activities.
- 1.6 Projects and activities that would fit into scope for this funding are listed in section 5 of the [Air Quality Action Plan \(January 2024\)](#) and in the [City Mobility Plan Implementation Plan](#).
- 1.7 Income will be monitored and will be allocated as follows:
 - 1.7.1 In the first instance, the cost of operating the LEZ will be covered by surplus income on an annual basis, as required by the LEZ legislation.
 - 1.7.2 Surplus funds will be held by the Council and declared on an annual basis.
 - 1.7.3 Surplus funds will contribute towards Council projects that contribute to air quality and/or climate change emission reduction, including those listed in section 5 of the AQAP and/or the CMP Implementation Plan.
 - 1.7.4 Projects using LEZ surplus income must identify their contribution to air quality and/or climate change emission reduction.
- 1.8 The LEZ annual report will include information on how any surplus funding has been used.

Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Local Traffic Improvement - Delivery Programme

Executive/Routine
Wards

Executive
All

1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee:
 - 1.1.1 Notes the update on the Local Traffic Improvement (LTI) Programme;
 - 1.1.2 Agrees to consider projects which score 15 or above, based on agreed evaluation; and
 - 1.1.3 Approves the proposed LTI Programme of works for 2024/25 (see paragraph 4.8).

Gareth Barwell

Service Director, Operational Services

Contact: Dave Sinclair, Local Traffic and Road Safety Manager

E-mail: david.sinclair@edinburgh.go.uk

Report

Local Traffic Improvement – Delivery Programme

2. Executive Summary

- 2.1 This report offers an update on the new approved Local Traffic Improvement (LTI) programme, describes progress to date and recommends schemes to be developed in 2024 and prioritised for delivery into 2025.

3. Background

- 3.1 In April 2024, Committee approved the approach for a new [LTI Programme](#) to replace the previous Neighbourhood Environment Programme (NEP).
- 3.2 Officers have also engaged with representatives from Spokes, Living Streets and the Edinburgh Access Panel to review the assessment criteria and discuss developments for future programmes.
- 3.3 A dedicated delivery team is in place to design and deliver both Road Safety and LTI projects.

4. Main report

- 4.1 The key objectives of the LTI are:
- 4.1.1 To create safe, sustainable, and equitable transport landscape through the removal of barriers for the most vulnerable of road users when walking, wheeling and cycling in residential areas or accessing essential local services and amenities, particularly in respect of those highlighted in the Scottish Index of Multiple Deprivation.
 - 4.1.2 To contribute positively to the targets set out in Edinburgh's Road Safety Action Plan to 2030, focusing on the safety of our most vulnerable road users when walking, wheeling or cycling.
 - 4.1.3 Support our communities to improve mobility, provide safe sustainable transport access to amenities and positively promote our approved strategic transport strategy (the City Mobility Plan).

- 4.2 The evaluation criteria for LTI projects includes 10 questions, with individual scoring methodologies. Each question carries a maximum score of three points. Each question suggests a range of factors to consider in terms of project outcomes.
- 4.3 To manage the programme effectively, it is recommended that only projects which score 15 or above, based on evaluation, will generally be considered. Unsuccessful projects can be resubmitted or revised for evaluation in subsequent years and may proceed if they provide improved outcomes.
- 4.4 Suggested projects have been scored and prioritised based on their evaluation score (excluding a project funding assessment), officers have then considered other factors to prepare a year one scheme programme. Recommendations have been made to consider when further detailed project scope discussions or traffic regulation orders may be required. It is anticipated that high ranked unsuccessful projects will be reconsidered again for the 2025/2026 Programme.
- 4.5 As the LTI programme is capital funded, all projects approved for the programme must adhere to the capital investment criteria. Project Sponsors will be advised if the project does not qualify for the programme and where possible officers will recommend other pathways for project completion.
- 4.6 Scheme assessment guidance was developed and approved to assist with project scoring and understanding likely outcomes. Due to the timeframe available officers have not considered or scored the question relating to other available funding. The scoring sheet provided has a maximum score of 27 points.
- 4.7 Appendix 1 provides a list of legacy NEPs projects which have not been progressed, projects which have been identified over the past 12 months and projects which have been submitted for consideration since the LTI Programme was approved in April 2024.
- 4.8 The schemes proposed for the 2024/25 programme are:

Scheme Name	Issue	Proposal	Estimated Price
Riccarton Mains Road	Lack of footway access to nursery	Construct short section of footway	£30,000
Polwarth Gardens	Car focussed junction and lack of pedestrian facilities	Develop design with CC to reconfigure junction *	£100,000
Strachan Road	Lack of pedestrian facilities at junction with Queensferry Road	Develop design to improve Strachan Road crossing	£50,000

Old Church Lane	Congestion & intrusive HGV traffic	Install advisory signs in first instance & refresh restrictions	£2,500
Ellersley Road	Narrow footway	Investigate widening North footway	£100,000
Craigleith Drive	Narrow tunnel & lack of footway	Investigate road closure & footway	£25,000
Meadowfield Drive	Improve pedestrian access at junction	Develop design to improve access	£25,000
Viewforth Terrace	Restricted pedestrian access	Remove guardrails & improve pedestrian access	£35,000
Lauriston Farm Road @ Barnton Gardens	Congestion and difficulty exiting junction	Yellow box junction and pedestrian crossing assessment	£5,000
Oswald Court	Road safety & access from houses	Road markings to direct traffic away from properties	£2,500

5. Next Steps

- 5.1 Should Committee approve the recommended scheme programme, officers will develop detailed designs, promote appropriate statutory requirements (TROs etc), firm up project costings and progress scheme delivery. It should be noted most approved schemes are expected to commence in 2025 due to scheduling, design lead-in times and formal noticing periods.
- 5.2 An update will be provided in early 2025 on progress of the 2024/25 programme, confirming dates for applications for the 2025/26 programme and providing information on carry forward (longer-term) schemes.

6. Financial impact

- 6.1 The current available budget is £823,000, with potential additional internal or external partner funding to be identified. This is broken down as follows:

	Budget	Notes
Total Budget	£823,000	
Staff costs	£120,000	Projected recharge staff design costs
Legacy Projects	£150,000	Projects developed before LTI
LTI Projects	£375,000	See above
Remaining balance / Contingency	£178,000	Project contingency / carry over

6.2 All of the scheme costs will be met from the capital allocation.

7. Equality and Poverty Impact

- 7.1 As the LTI programme is a continuation of the established NEPs programme, it was not considered necessary to undertake an Integrated Impact Assessment (IIA). However, the proposed core duties and prioritised delivery programme are considered to improve road safety, mobility and accessibility for all residents, visitors and road users.
- 7.2 The proposal is intended to improve road safety, mobility, and accessibility for the most vulnerable road users. Further engagement with Stakeholder groups representing pedestrians, cyclists, public transport users and disability groups will be undertaken to ensure the project outcomes, expected interventions or larger schemes do not disadvantage any particular group.

8. Climate and Nature Emergency Implications

Environmental Impacts

- 8.1 The outcome of all activities and measures described in this report are intended to positively support environmental and climate change requirements.
- 8.2 In terms of modal shift, and carbon reduction our interventions are centred on the approved transport hierarchy to support delivery of the City Mobility Plan and create safe road environments for our communities.

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

- 9.1 The objectives of the programme are set out in paragraph 4.1. Applications were sought from Elected Members and Community Councils to develop the proposed programme for 2024/25.

10. Background reading/external references

- 10.1 None.

11. Appendices

Appendix 1 – Proposed 2024/25 LTI Programme

Appendix 1 – Proposed 2024/25 LTI Programme

Decision Key	
Progress Design	
Further Investigation	
Out of Scope	
Duplicate	

Ref Number	Scheme Location	Issue / Scheme Requested	Project Sponsor	Community Council	Q1 Score	Q2 Score	Q3 Score	Q4 Score	Q5 Score	Q6 Score	Q7 Score	Q8 Score	Q9 Score	Q10 Score	Criteria Score (max 30)	Potential Options	Cost Estimate	Decision	Notes
3	Currie Children's Nursery, 79 Riccarton Mains Road, Currie	Lack of pavement outside Nursery	Gordon MacDonald MSP	Currie Community Council	3	4	3	2	3	2	1	3	0	2	23	Footway construction along Riccarton Mains Road.	£20,000 - £30,000	Progress design	Check with Estates, but progress with design.
6	Polwarth Gardens (roundabout)	Removal of roundabout and reconfiguration of junction to improve streetscape / facilities for pedestrians	Living Streets Edinburgh Group	Merchiston Community Council	3	3	1	2	3	2	3	3	0	3	23	Junction to be reconfigured & develop streetscape improvements	£100,000 Plus	Progress design	Consult with CC & Sponsor. To be developed over more than one funding year.
10	Junction of Strachan Road, Hillhouse Road and Telford Road	A lack of tactile paving & hardware issues causing concerns for vulnerable road users	Cllr. Day	Craigleith / Blackhall CC	3	3	1	3	3	3	1	3	0	3	23	Installation of tactile paving. Realignment of the kerbing to improve crossing facilities.	£40,000 - £50,000	Progress design	Construct larger islands on Strachan Rd and footway works / tactile.
42	Deanhaugh Street/ Leslie Place/ Dean Street	Congestion in Leslie Place and associated impact on junction with Deanhaugh Street leading to issues in Dean Street.	Inverleith Community Council	Stockbridge / Inverleith Community Council	3	3	3	2	3	3	1	3	0	2	23	Double yellow lines to be refreshed in the first instance with further investigation required.		Further investigation	More information needed as to what the solution will be before it can be costed.
5	Old Church Lane, Duddingston Village	Volume of traffic accessing / exiting Holyrood Park. Congestion exacerbated by HGVs.	Tommy Sheppard MP - on behalf of local resident	Northfield & Willowbrae CC	3	3	1	3	3	2	1	3	0	3	22	Erect information signs to use by HGVs. Refresh existing restrictions.	Under £5,000	Progress design	New HGV signs and refresh restrictions
47	Dalmeny Street / Easter Road junction	An appropriate form of crossing at junction required.	Cllr. Jack Caldwell	Leith Central Community Council	3	3	1	2	3	3	1	3	0	3	22	Consider footway buildouts to reduce carriageway width and shorten crossings.	£40,000 - £50,000	Further investigation	Monitor with AIP colleagues to establish further works.
1	252 Marionville Road	Speed reduction at corner of 252 Marionville Road.	Cllr. Danny Aston	Craigentiny / Meadowbank CC	3	3	1	2	3	1	1	3	0	3	21	Build out or raised table at the corner of Marionville Road and Marionville Drive.	£20,000 - £30,000	Further investigation	Discuss with Road Safety on best outcome.
13	Marchmont Road	Marchmont Road has been closed in one direction during ongoing Scottish Water works. Request to close Marchmont Road	Resident	Marchmont and Sciennes CC	3	3	1	2	3	2	1	3	0	3	21	Investigation to assess impact on bus services & traffic flow if road is closed.	£50,000 - £100,000	Further investigation	Further discussion with Active Travel and Public Transport teams.
23	Bridge Rd / Spylaw St junction, Colinton	Speed Reduction Measures and hoe to improve the junction.	Colinton Community Council	Colinton Community Council	2	3	1	2	3	3	1	3	0	3	21	Speed reduction measures to be installed as a first step, with further consideration of other works.	£50,000 - £100,000	Further investigation	Speed reduction scheme being delivered by Road Safety. Further work required with CC to consider options for the junction with Spylaw St.
41	Ellersly Road / Kinellan Road	Widen north footway	Murrayfield Community Council	Murrayfield Community Council	3	2	1	2	3	3	1	3	0	3	21	Widen footway on the northside	£100,000 Plus	Progress design	Redetermination Order (RSO) required. 2025/2026. Further discussions with TC&D on how best to deliver.
56	Spottiswoode Road / Thirlestane Road	Kerb extensions for a number of junctions in our area.	Marchmont Neighbours group	Marchmont and Sciennes CC	3	3	1	2	3	2	1	3	0	3	21	Footway buildouts at the necessary locations.	£40,000 - £50,000	Further investigation	Discuss school travel plan to finalise proposal.
8	Craiglockhart Dell Road	Large volumes of traffic use this very narrow road as a short cut.	Resident	Craiglockhart Community Council	3	2	1	2	3	2	1	3	0	3	20	Traffic calming in place. Establish if build outs or entry treatments are feasible.	£40,000 - £50,000	Further investigation	Further work required.
14	Lauriston Farm Road junction with Silverknowes Drive	Address congestion / standing traffic blocking LFR at junction with Barnton Gardens to reduce volume of traffic in residential area.	Resident	Silverknowes Community Council	2	3	1	2	3	2	1	3	0	3	20	Traffic Calming measures or modifying junctions to incorporate raised table entry points.	£40,000 - £50,000	Further investigation	Yellow box installed as an interarm measure. Then assess if this helps with the flow of traffic.
20	Craigleith Drive	Narrow section of the tunnel/bridge and the poor sightline for those passing through to get a clear view of other users (mainly pedestrians and cyclists) approaching from the opposite direction.	Cllr. Euan Davidson	Murrayfield Community Council	1	2	1	2	3	3	1	3	0	3	20	Close or prohibit motor vehicles and improve pedestrian facilities through tunnel.	£20,000 - £30,000	Progress design	Discuss with sponsor on how best to progress with local community.
48	Ferry Road (Trafalgar Street)	Traffic island, potential drop kerbs required	Cllr. Jack Caldwell	Leith Central Community Council	3	3	1	1	3	3	1	3	0	2	20	Pedestrian refuge Island to be constructed	£40,000 - £50,000	Further investigation	Pedestrian crossing assessment to be carried out.

57	Meadowfield Drive	Can an improvement be made to the junction, including changes to the grassy triangle (as cars park by/on it).	Cllr. Danny Aston	Northfield & Willowbrae CC	2	3	1	1	3	3	1	3	0	3	20	Realignment of junction	£20,000 - £30,000	Progress design	Reconfigure junction to improve pedestrian movements.
4	Fords Road & Stenhouse Avenue	Congestion on Fords Road and safety issues	Cllr. Fullerton	Stenhouse, Saughton Mains and Whitson CC	2	3	1	2	3	1	1	3	0	2	19	Carry out traffic survey to determine the volume of traffic Investigate potential calming measures.	£10,000 - £20,000	Further investigation	Initial surveys to establish traffic levels.
33	Viewforth Terrace	Removal of guardrails on Viewforth Terrace which should have been removed when the build outs were installed 20 years ago.	Living Streets Edinburgh Group	Merchiston Community Council	3	3	1	1	3	3	0	3	0	2	19	Removal of guardrail. Add tactiles and investigate improving pedestrian crossing alignment..	£30,000 - £40,000	Progress design	Guardrail removal protocol in first instance.
43	Duke's walk, Hollyrood Park	Add a pedestrian crossing	Cllr. Danny Aston	Northfield & Willowbrae CC	3	2	1	2	3	2	1	3	0	2	19	Historic Environment Scotland to consider.		Out of scope	Road is not adopted by CEC.
18	Ravelston Terrace	Traffic calming measures Re – configuration of the road lay out Police Scotland intervention on speeding.	Cllr. Fiona Bennett	West End Community Council	1	3	1	1	3	2	1	3	0	3	18	Establish the extent of the issues and review existing restrictions.	£30,000 - £40,000	Further investigation	Speed & volume surveys required in the first instance.
21	Parkgrove Drive	Establish what measures can be developed to address safety concerns in Parkgrove Drive.	Cllr. Ed Thornley	Drum Brae Community Council	1	3	1	1	3	1	1	3	0	3	18	Assess traffic volume for Traffic Calming and/or junction amendments to address intrusive traffic.	£30,000 - £40,000	Further investigation	Speed & volume surveys required in the first instance. Discuss with AIP & School Travel colleagues.
27	Kirkliston / Hallyards	Clear and reinstate rural footpath that has become overgrown over the years.	Kirkliston Community Council	Kirkliston Community Council	2	2	3	2	2	1	1	3	0	2	18	Check land ownership. If CEC owned, Road Operations can consider request.		Out of scope	Check land ownership & discuss with Roads Operations.
49	Raeburn Place	Propose removing the bollards and widening part of the footway on Raeburn Place	Resident	Stockbridge / Inverleith Community Council	2	3	0	2	3	2	1	3	0	2	18	Removal of bollards. Investigate request to widen footway.	£40,000 - £50,000	Further investigation	Consider whether new parking regulations allow for removal of bollards, and impact on traffic flow by widening footway.
50	Easter Road	Pavement extension and street trees at various locations to help reduce speeding traffic at night. The eastern pavement length identified is approximately 480m, from 2 Easter Road to 232 Easter Road.	Cllr. Jack Caldwell	Leith Central Community Council	2	3	1	1	3	1	1	3	0	3	18	Consider whether there is scope to further widen footways and impact on public transport / service delivery vehicles.	£100,000 Plus	Further investigation	Consider whether this is part of future proposals for the 20 minute programme
11	Groathill Road South	Removal of right turn from Telford Road	Resident	Craigleith / Blackhall CC	2	1	1	1	3	2	0	3	0	3	17	Investigation to assess traffic flows if right turn is removed	£30,000 - £40,000	Further investigation	Survey required.
24	Abbeyhill Colonies	Rossie Place has no demarcation lines showing that parking is controlled. Issue with end-on parking on the wider areas of Rossie Place.	Cllr. Scott Arthur	Leith Central Community Council	1	2	0	3	3	2	0	3	0	3	17	Discuss with Roads Operations and Parking to review existing markings and restrictions.		Further investigation	Parking to review restrictions and review carriageway markings.
28	Pilrig House Close	Mitigate the issue of cyclists using footway of retirement housing and to further allow and encourage all types of active travel through this key route, the creation of a drop kerb.	Cllr. Jack Caldwell	Leith Central Community Council	1	2	1	1	3	2	1	3	0	2	17	Drop kerb could be provided.	£5,000 - 10000	Further investigation	Consult with active travel on suitability. Path would require a Redetermination Order (RSO).
31	Junction of Lilyhill Terrace and Meadowbank Crescent	Consider a project to permanently prohibit car traffic at the junction of Lilyhill Terrace and Meadowbank Crescent.	Northfield and Willowbrae Community Council	Northfield & Willowbrae CC	3	2	1	1	3	1	1	3	0	2	17	Traffic survey to assess traffic volume. Potential to close road with traffic to be redirected.	£30,000 - £40,000	Further investigation	Consider impact any closure would have on surrounding residential streets.
34	Queen's Road / Maidencraig's Crescent Steps	Refurbish the steps and install a central handrail. Ideally introduce a channel down the side to benefit cyclists.	Cllr Hal Osler	Craigleith / Blackhall CC	1	2	1	2	3	2	0	3	0	2	17	Road operation to carry out assessment for refurbishment.	£10,000 - £20,000	Out of scope	Road operations to consider in the first instance.
35	Brighton Place	Need a zebra crossing or similar to be able to cross safely to get to Brighton Park	Resident	Portobello Community Council	3	2	0	2	3	1	0	3	0	2	17	Pedestrian crossing assessment to be carried out by the wider team.	£30,000 - £40,000	Out of scope	Crossing assessment to be carried out within the wider Road Safety & Local Traffic Improvement team
36	Laurieston Farm Road / Barnton Gardens	Road is backed up to the roundabout connecting Laurieston farm and silverknowes Pkwy.	Resident	Silverknowes Community Council	3	2	1	2	3	1	0	3	0	2	17	Yellow Box at junction and pedestrian crossing assessment to be carried.	£5,000 - 10000	Progress design	Yellow box installed as an interim measure. Then assess if this helps with the flow of traffic

40	DUNDRENNAN COTTAGES	Volume of vehicles passing Dundrennan Cottages and continuing on Saddletree Loan.	Ian Murray MP	Gilmerton / Inch CC	1	1	1	2	3	3	0	3	0	3	17	Carry out traffic survey and installation of addition speed cushions. Could also refresh slow markings	Under £5,000	Further investigation	Refresh slow markings. That would be under 5k
7	Spey Street (east side)	Pavement Buildout, pavement is below 1.5 ESDG width, requests for buildouts or widening.	Cllr. Jack Caldwell	Leith Central Community Council	1	2	1	1	3	1	1	3	0	1	16	Assessment to check if build out is possible.	£30,000 - £40,000	Further investigation	Limited road space to widen and maintain controlled parking
51	McDonald Road	Refreshed paint on cycle lane along the length of McDonald Road, including 20mph markings and bus stop markings. Investigation of improvements to the surface underneath the bike lane before refreshed paint layer.	Cllr. Jack Caldwell	New Town / Broughton CC	2	3	1	1	3	0	0	3	0	1	16	Refresh existing markings.	Under £5,000	Out of scope	Discuss requirements with Road Operations.
2	Sandercombe Drive / Packard Street	Volume of through traffic on residential street.	Resident	Queensferry and District CC	1	3	0	1	3	1	1	3	0	1	14	Traffic Calming	£20,000 - £30,000	Further investigation	To be considered in conjunction with existing proposals for speed reducing measures.
9	Redford Road (junction with Oxbgangs Road)	Mini-roundabout or other interventions to reduce waiting times at this junction.	Cllr. Rust	Fairmilehead CC	1	0	1	1	3	0	1	0	0	2	14	Removal of junction and construction of roundabout	£100,000 Plus	Out of scope	Prioritises vehicle movements over pedestrian movements.
25	Liberton gardens / Liberton Place	Yellow box needed box to enable cars to get out of housing development.	Resident	Liberton and District CC	1	2	1	1	3	1	0	3	0	1	14	Check weather yellow box is permissible	£5,000 - 10000	Further investigation	Consider feasible options.
30	Eildon Street	Delivery vans and cars speed up and down the road well in excess of 20mph.	Eildon Street Residents Association	Stockbridge / Inverleith Community Council	1	2	1	1	3	1	0	3	0	1	14	Road Safety to carry out a traffic survey.	£20,000 - £30,000	Out of scope	Cost estimate for cushions in conjunction with Road Safety
38	Kingston Avenue	Reduce the amount of traffic and in particular the heavy goods vehicles.	Ian Murray MP	Gilmerton / Inch CC	2	1	1	2	3	0	0	3	0	2	14	Establish the extent of the issues and review existing restrictions.	£5,000 - 10000	Further investigation	Restriction to HGV vehicles signs are already in place. Speed humps are in place.
45	Swanston Grove / Swanston Drive	No left turn sign at Bigger Road is widely ignored. Concerns an accident will happen at bend along Swanston Drive.	Gordon MacDonald MSP	Fairmilehead CC	1	1	0	2	3	1	0	3	0	1	14	Double yellow on bend. Traffic survey		Further investigation	Work with colleagues to consider potential options.
37	Craigleith Avenue South	The speed of and the large volume of traffic during school drop off and pick up times, since June, 2020.	Cllr Fiona Bennett	Craigleith / Blackhall CC	1	2	1	1	3	1	0	3	0	1	13	To be established		Further investigation	Review school travel plan and consult with school liaison officer.
39	Millar Crescent	Traffic congestion in Millar Crescent.	Ian Murray MP	Morningside Community Council	1	2	1	1	3	0	0	3	0	2	13	Collision retrieval and traffic count		Further investigation	Review with Road Safety & Active Travel colleagues to consider feasibility.
44	Craigmillar Castle Road not suitable for HGV's and additional signage required for the path in the park.	Craigmillar Castle Road not suitable for HGV's and additional signage required for the path in the park.	Cllr. Kate Campbell	Craigmillar Community Council												Advisory signs to deter HGVs.	Under £5,000	Further investigation	Review existing with Active Travel & consider additional signage needs.
58	Oswald Court	Road Safety/Access from Houses	Cllr. Flannery	Grange / Prestonfield CC	1	2	1	1	3	0	0	3	0	0	11	Road marking installed to removed traffic away from property entries.	Under £5,000	Progress design	Legacy issue which can be mitigated at low cost.
Out of scope and duplicates																			
12	18 Whitehouse Road Edinburgh	New Care Home, clarification on timing of implementation of the works around the access and egress. Traffic order to be implemented in full in order to occupy development site.	Architect	Cramond & Barnton CC														Out of scope	To be considered by Transport Planning.
15	Turnhouse Road	Concerns that the housing development will not have adequate infrastructure for the volume of traffic	Christine Jardine MP	Corstorphine Community Council														Out of scope	Strategic transport are evaluating options on redesigned junctions.
16	Craigmillar	Craigmillar Traffic Management Solutions. To establish more core paths within the Park area leading to the castle. Create a new parking area for coaches/minibuses	Historic Environment Scotland	Craigmillar Community Council														Out of scope	Scheme to develop parking to improve access to HES site at Craigmillar Castle.
17	Gilmerton Dykes Street / Lasswade Road	Consider who can deliver Phase 2 and what Council budget is available to progress this work.	Internal	Gilmerton / Inch CC														Out of scope	Internal discussions with various Transport teams.
19	Station Road, Queensferry	School crossing safety and traffic volume at Station Road and parking behaviour is deteriorating	Resident	Queensferry and District CC														Out of scope	Discuss with school liaison team.

22	MCC's Polwarth Pavements Improvement Project. (See line 9 for this project)	Polwarth Pavements Improvement Project	MerchistonCommunity Council	Merchiston Community Council														Duplicate	See reference number 6 for this project
26	Turnhouse Road / Lennymuir junction	Concerns about traffic volumes on Turnhouse Road and the surrounding areas.	Christine Jardine MP	Corstorphine Community Council														Out of scope	Strategic transport are evaluating
29	Proposal from Merchiston Community Council	Additional information regarding Polwarth pavement project / roundabout.	MerchistonCommunity Council	Merchiston Community Council														Duplicate	See reference number 6 for this project.
32	Traquair Alley	It has 4 steps at one end. This would be ideally to convert to a slope so that prams, bikes and disabled folk can use it.	Cllr. Alan Beal	Murrayfield Community Council														Out of scope	Active Travel are considering this issue.
46	Morningside Road (between Cuddy Lane and the Merlin pub)	Creating a level wider pavement would greatly improve the safety of pedestrians and be valued by everyone.	Morningside Community Council	Morningside Community Council														Out of scope	Active Travel have confirmed they will be addressing this.
52	Deanhaugh Street/ Leslie Place/ Dean Street	Congestion in Leslie Place and associated impact on junction with Denhaugh Street leading to issues in Dean Street.	Cllr. Julie Bandel	Stockbridge / Inverleith Community Council														Duplicate	This is the same query as reference number 42
53	Pilrig House Close (see Ref No 29)	Ramp off the kerb onto the carriageway, associated signage indicating a clear shared space.	Cllr.Jack Caldwell	Leith Central Community Council														Duplicate	This is the same query as number 30
54	Northfield Road (east end / south side) and Northfield Broadway / south east of Community Centre	Flooding over a large part of the footway adjacent to the community centre that is also used as a nursery.	Northfield & Willowbrae Community Council	Northfield & Willowbrae CC														Out of scope	This as been reported to the necessary team on the 18/06/24
55	Willowbrae Road (West side / north of Duddingston crossroads junction - city bound)	Uneven surface at bus stop (# 241150)	Northfield & Willowbrae Community Council	Northfield & Willowbrae CC														Out of scope	To be considered by Road Operations for surfacing.
59	Marchmont Road	New zebra crossing or pedestrian crossing installed on Marchmont Road.	Resident	Marchmont and Sciennes CC														Out of scope	Passed to Road Safety team on the 03/09/24

Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Trial of 7-7-7 Bus Lanes

Executive/Routine
Wards

Executive
All

1. Recommendations

- 1.1 It is recommended that Committee:
 - 1.1.1 Note the proposals and the timeline for the trial;
 - 1.1.2 Agree the principles set out in paragraphs 4.2.1 - 4.2.6;
 - 1.1.3 Approve the promotion of an Experimental Traffic Regulation Order to allow the trial to proceed;
 - 1.1.4 Approve the inclusion of trialling private hire car access to bus lanes along the corridor in the experiment; and
 - 1.1.5 Note the financial section of this report.

Gareth Barwell

Service Director, Operational Services

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Trial of 7-7-7 Bus Lanes

2. Executive Summary

- 2.1 As requested by Committee on 1 February 2024, this report sets out proposals for trialling bus lanes operating between 07.00 to 19.00, seven days a week (known as 7-7-7 Bus Lanes).

3. Background

- 3.1 Prior to 2015, many bus lanes across the city operated 07:30-18:30 Monday to Saturday or 24 hours per day.
- 3.2 In 2015 bus lanes operation times were converted to peak hour operation and curtailed to weekdays only. Consequently, bus journey times and reliability have been negatively impacted.
- 3.3 In February 2024, Committee [requested](#) a proposal for a 7-7-7 bus lane trial on a suitable corridor. An [update](#) on the development of a trial was provided on 23 May 2024. The update identified a route between Balerno and Musselburgh and stated that the trial was intended to be effected by way of an Experimental Traffic Regulation Order (ETRO).
- 3.4 On 12 October 2023, Committee were presented findings from the “[Actions to Deliver Edinburgh’s City Mobility Plan](#)” consultation. This report highlighted that respondents to the market research and the online survey supported reducing parking on main roads to provide more space for everyone to walk, wheel, cycle and move around on public transport. Furthermore, reducing parking on main road corridors was also supported from both the online survey (52%) and market research (63%).
- 3.5 Dialogue with the private hire car trade during the development of the Meadows to George Street project has resulted in access being permitted to private hire cars through the bus gate being implemented on Market Street as part of an ETRO.
- 3.6 Furthermore, the George Street and First New Town operational plan also proposes the testing of access for private hire cars.

4. Main report

- 4.1 The location of bus lanes between Gillespie Crossroads and Musselburgh are shown in Appendix 1 and it is intended to trial a change in their hours of operation through the promotion of an 18-month ETRO.

Trial Principles

- 4.2 Below are the principles that will provide a framework under which the details of the trial can be developed and finalised:
- 4.2.1 Consistent restrictions within bus lanes in the trial route will help reduce the risk of confusion during the trial, therefore, it is proposed that the bus lanes along this corridor will operate between 07:00 and 19:00;
 - 4.2.2 The trial will be extensively monitored, and the bus lanes start time of 07:00 and end time of 19:00 will be examined to evaluate whether they remain optimal (e.g. assessment will be undertaken to ascertain whether bus operators would benefit from any further amendments to the bus lane operating hours);
 - 4.2.3 The majority of waiting and loading restrictions within bus lanes along the corridor will be harmonised with the new times of bus lane operation. This will ensure that buses are not impeded when the bus lanes are in effect;
 - 4.2.4 Loading surveys will be arranged to quantify loading requirements in locations where local exemptions for loading and parking may be permitted to support business (for example at Dalry, Abbeyhill and Jock's Lodge);
 - 4.2.5 Where amendments to parking and loading are to be implemented, the configuration of potential alternative arrangements will be informed through engagement with locally affected stakeholders; and
 - 4.2.6 The trial to extend the hours of operation of the bus lanes will also include the trialling of private hire car access to bus lanes along this corridor.

Resourcing

- 4.3 This trial will be implemented and managed by Council officers with specialist support to deliver a comprehensive monitoring and evaluation plan which will:
- 4.3.1 Collect baseline data,
 - 4.3.2 Evaluate the impact of the operational changes, and,
 - 4.3.3 Assess the effectiveness of the trial.
- 4.4 Key components of the monitoring and evaluation will include: a statutory six month public feedback period; bus operator data; private hire car impact assessment; bus user surveys; and network and operational data.

5. Next Steps

- 5.1 If Committee approve the report recommendations, officers will:
 - 5.1.1 Consult with local ward Councillors on an advanced signage strategy (non-statutory signage only);
 - 5.1.2 Undertake loading surveys and engage with effected stakeholders to finalise the trial's detailed design;
 - 5.1.3 Develop and finalise the plan for monitoring and evaluation;
 - 5.1.4 Prepare the advertisement of the ETRO (expected to take at least six months);
 - 5.1.5 Commence a programme of communications and publicity to raise awareness of the trial; and
 - 5.1.6 Implement the signage and lining amendments as required along the route in due course.

Reporting Timeline

- 5.2 Following the delivery of the above, the 18-month ETRO is anticipated to commence during Q1 of 2025.
- 5.3 From the trial's outset the collection of data will commence.
- 5.4 The first six months of the trial will form the statutory consultation period where stakeholders and members of the public can provide formal feedback on the trial.
- 5.5 Following the first six months of trial, a review of the scheme (which will include an analysis of all public feedback received and evaluation of data collected) will be reported back to Committee.

6. Financial impact

- 6.1 The cost of the trial comprises of both revenue and capital costs as follows.

Revenue

- 6.2 The trial and associated revenue activities (such as market research/user surveys, collection of network/operational data, communications, promotion of the ETRO, officer time and enforcement costs) are expected to cost £80,000 over two financial years (2024/25 and 2025/26).
- 6.3 The activities for 2024/25 include the pre-trial design and data collection period (three months), ETRO preparations (a further three months), and mobilisation/commencement of the trial. These activities are expected to cost £40,000.
- 6.4 Activities during 2025/26 include: data collection during the first six months of trial; analysis of the statutory consultation feedback and evaluation of data collected; and

preparation of a report for Committee outlining the data gathered and proposed next steps. These activities are estimated to cost £40,000.

- 6.5 The cost of enhanced enforcement in localised areas at specific times during the trial is expected to be negligible and can be covered within the existing enforcement contract.

Capital

- 6.6 The cost to deliver the changes to statutory signage and road markings during the trial period are currently being calculated. However, an allocation from the Capital budget for transport has been secured to cover all necessary costs.
- 6.7 Additional, non-statutory, signage requirements will be discussed with local ward Councillors along the route. The cost of this is expected to be met from the existing Capital allocation for transport.

7. Equality and Poverty Impact

- 7.1 An Equality Impact Assessment (EqIA) screening exercise will be undertaken to identify how the proposed scheme will positively and negatively impact different groups with protected characteristics. The exercise will be informed through detailed assessment of the measures proposed, how these would affect different groups and ways in which any negative impacts could be mitigated.
- 7.2 Equality impacts will be reviewed as the project progresses through detailed design, to ensure that measures to manage and mitigate potential impacts are embedded in emerging proposals.

8. Climate and Nature Emergency Implications

Environmental Impacts

- 8.1 The construction works and associated consumption of materials are anticipated to result in a negligible impact on climate in relation to the national carbon emissions targets due to the small-scale nature of the physical works.
- 8.2 The proposed scheme amends the existing active road corridor, any species present are likely to be accustomed to road noise and/or anthropogenic disturbance. Notwithstanding this, potential disturbance during construction activities will be closed managed with impacts minimised.
- 8.3 Transport is the biggest generator of greenhouse emissions in Scotland. Encouraging greater use of sustainable travel modes, particularly by establishing more attractive, faster and reliable bus services as a result of bus priority, will help reduce the environmental impact of growth especially from traffic emissions. Once the trial scheme is implemented, it is anticipated that proposed interventions will result in a decrease in private car journeys which will have a beneficial impact on greenhouse gas emissions.

- 8.4 Edinburgh's population is growing six times faster than the national average. Edinburgh and the South East of Scotland Region is also the fastest growing region in Scotland and one of the fastest growing in the UK and Europe. The City Mobility Plan recognises Bus Priority as a key element in supporting sustainable population and economic growth and to stimulate mode shift from car to bus as part of the City's and Region's collective response to the climate emergency.

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

- 9.1 Stakeholders including members of the public will be able to provide feedback through a statutory consultation period during the first 6-months of the trial.

10. Background reading/external references

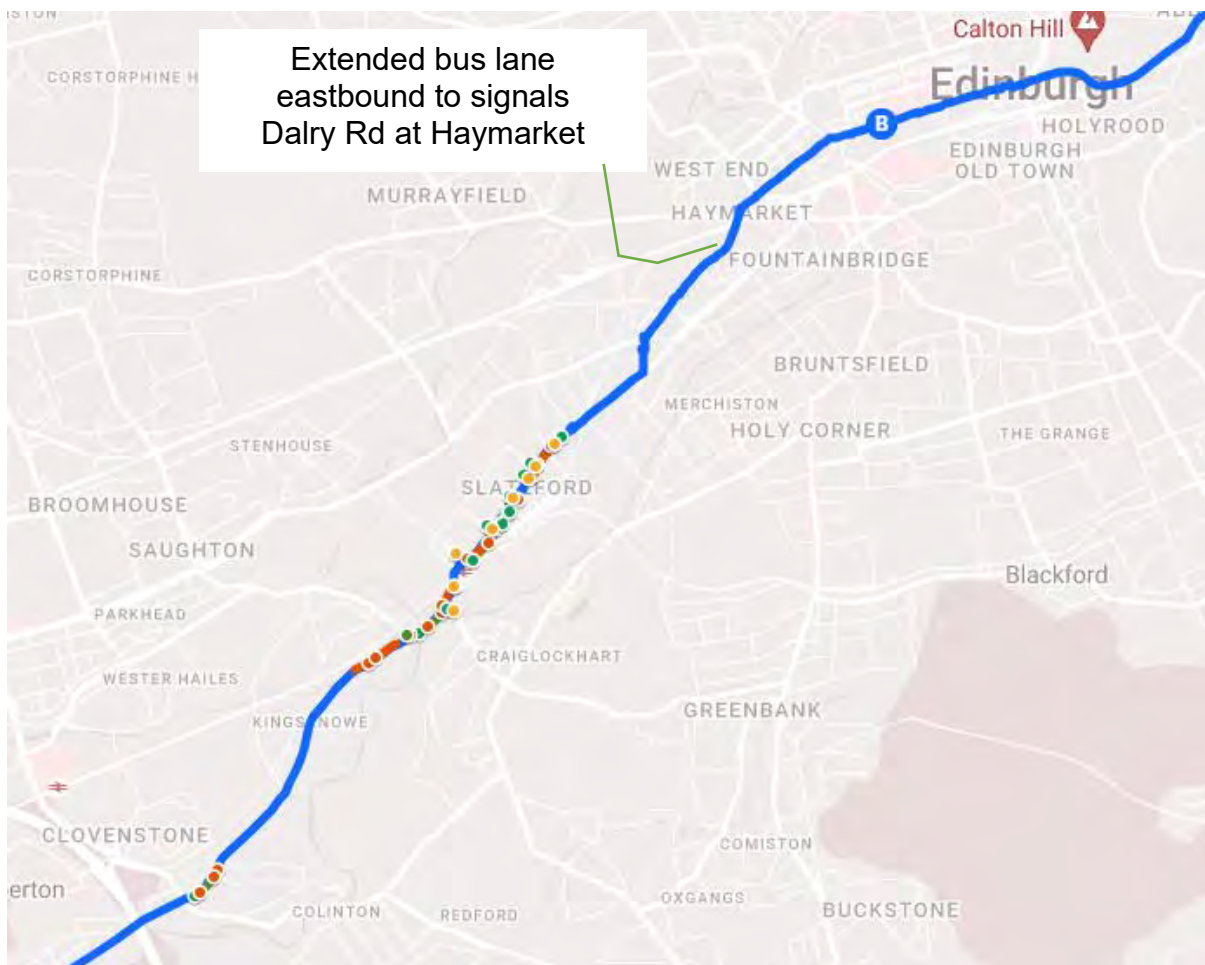
- 10.1 None

11. Appendices

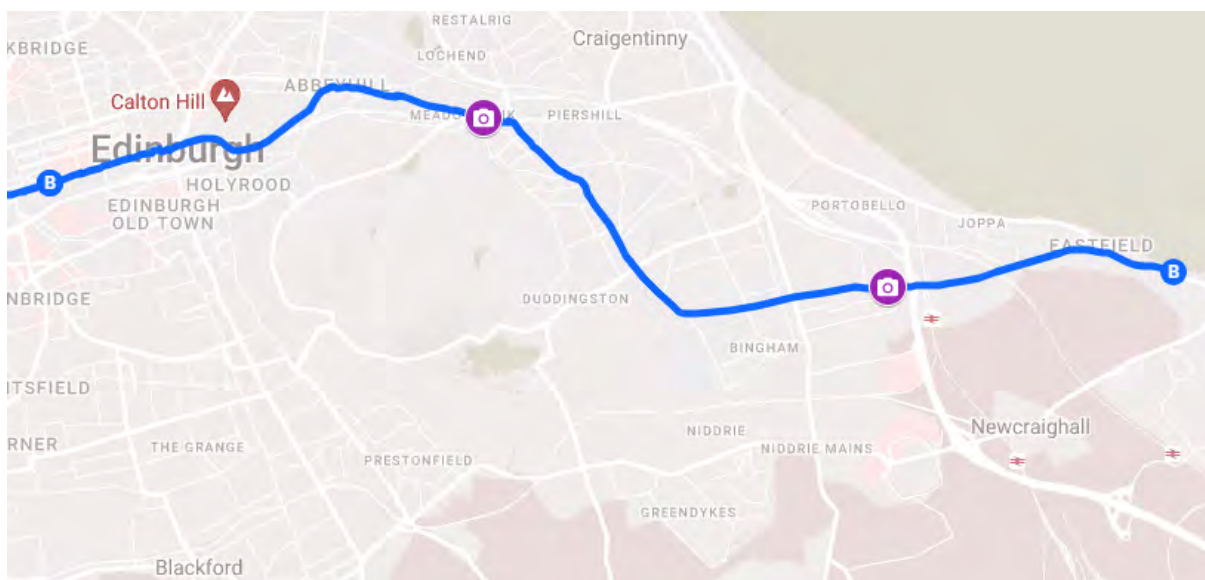
Appendix 1 – Map of the proposed trial corridor

Appendix 2 – Draft additional measures

Appendix 1 – Proposed route of trial – West



Proposed route of trial – East





Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Implementing the Footway Parking Prohibition

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 It is recommended that Committee notes:
 - 1.1.1 The update provided in relation to footway parking enforcement;
 - 1.1.2 The advice from Legal Services that enforcement of the new parking prohibitions applies to all roads and pavements in Edinburgh, including on privately maintained footways;
 - 1.1.3 That mitigation measures have been proposed across the city to ensure the safe and efficient movement of all road users across the city whilst supporting the Council's agreed policy regarding the enforcement and implementation of the new parking prohibitions;
 - 1.1.4 That a suite of appropriate mitigation measures to provide the safe and efficient movement of all road users across the city is being developed which supports agreed Council policies. Elected Members and relevant stakeholders will be engaged on these measures; and
 - 1.1.5 That a further report will be submitted before the end of this calendar year, as requested by Committee, with proposals for the Bangholm area and other similar areas.

Gareth Barwell

Service Director, Operational Services

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Implementing the Footway Parking Prohibition

2. Executive Summary

- 2.1 This report provides an update on the ongoing enforcement and implementation of parking prohibitions introduced by the [Transport \(Scotland\) Act 2019](#) and updates Committee on the steps taken to resolve related problems in streets where parking problems persist.

3. Background

- 3.1 The [Transport \(Scotland\) Act 2019](#) introduced new parking prohibitions to give Scottish local authorities additional enforcement powers to address footway parking, double parking and parking at pedestrian dropped crossings.
- 3.2 In August 2022, the Council [committed](#) to implement a complete ban on pavement parking with no exemptions other than those mandated by the Scottish Government. The legislation also bans parking at dropped kerbs and double-parking.
- 3.3 On 16 November 2023, Committee received a [report](#) on the incoming parking regulations and [agreed](#) that it was likely that some streets would require Traffic Regulation Order (TRO) or other intervention to assist with orderly management of the changes. Committee requested information on where TROs and other interventions were planned and the timeline for TROs and other interventions.
- 3.4 This report confirmed that there were 556 roads classed as 'Red Streets'. These were roads which had significant levels of footway parking taking place and where mitigation measures may be required to ensure road safety, the free flow of traffic and provide for residential parking.
- 3.5 The report outlined the proposed actions to be taken by the Council to direct resources and encourage positive driver behaviour change to ensure compliance with the new parking rules.
- 3.6 The necessary [Regulations](#) required to commence enforcement of the new powers came into effect in December 2023 and the Council started enforcement on 29 January 2024.

- 3.7 Drivers have responded well to publicity campaigns, awareness raising activities and targeted warning flyers. Compliance has increased throughout 2024 and is overall very high, with positive outcomes being delivered for those walking, wheeling and cycling and for communities across the city.
- 3.8 However, there are a small number of streets where parking problems have continued.
- 3.9 A [Business Bulletin](#) update was provided in June 2024. In response, Committee requested the investigation of options for increasing patrols, particularly in the evening.
- 3.10 Committee also heard a petition for exemption to the pavement parking ban in the streets of Bangholm. Committee requested a report in the second half of 2024 outlining potential measures to improve safety and accessibility for those walking, wheeling and cycling in the streets of Bangholm.
- 3.11 Committee also requested a list of streets across the city where officers have identified that the pavement parking prohibition measures have resulted in issues (including road safety and disruption to bin collections) which are still ongoing and briefly detail what measures are being considered at each location.

4. Main report

Incorrect Parking - Enforcement

- 4.1 The numbers of parking tickets issued for contraventions associated with all three parking prohibitions continues to fall from a high in March 2024. The continuing enforcement of the contraventions demonstrates that Parking Attendants are both proactive in enforcement action and reactive to reports of inconsiderate parking raised by the public.
- 4.2 The table below provides an update on the number of parking tickets issued since January 2024 by reason.

Parking tickets issued				
Month	Footway parking	Double Parking	Dropped Crossings	Total
January	74	9	1	84
February	488	114	38	640
March	548	186	191	925
April	385	157	122	664
May	366	119	170	655
June	399	85	124	608
Totals	2,260	670	646	3,576

- 4.3 This is also supported by the total number of enforcement requests, received through the [report incorrect parking online form](#), which peaked in February (likely to be because national publicity was at its highest) and has continued to fall

throughout the year. This form has also recently been upgraded to allow members of the public to submit a photograph of an incorrectly parked vehicle along with their report.

Enforcement Requests				
Month	Footway parking	Double Parking	Dropped Crossings	Total
January	230	21	16	267
February	1,123	107	86	1,316
March	693	59	70	822
April	595	56	36	687
May	599	42	58	699
June	493	36	59	588
Totals	3,733	321	325	4,379

- 4.4 Committee is asked to note that the tickets issued, and enforcement requests received are not recorded by Council ward and it would take considerable time to review each ticket and request to identify the ward.

Adopted and Un-adopted Roads

- 4.5 The Transport (Scotland) Act 2019 introduced new parking prohibitions and places a duty on Local Authorities to enforce the prohibition. The parking prohibitions apply to all roads (carriageways and footways) in Scotland over which there is a public right of passage.
- 4.6 In some streets within Edinburgh, footways which form part of the road network are privately maintained. Based on advice received from the Council's Legal Services team, it is considered appropriate to enforce the new prohibitions on all such areas of the city, regardless of condition, to ensure consistency.
- 4.7 The Council's enforcement contractor has therefore been instructed to extend enforcement to private roads and footways around the city.

Evening Parking

- 4.8 At Committee in June, concerns were raised about the reemergence of parking problems around the city in evenings.
- 4.9 The Council's enforcement contractor has conducted multiple surveys in a sample of 'Red Streets' and selected other areas where concerns have been raised (66 in total) about the return of footway parking. Surveys were conducted during the evenings in early July.
- 4.10 The surveys identified footway parking in only three streets: Lochend Road, Newcraighall Road and along Ferry Road. Mitigation measures are currently being progressed for Lochend Road whilst Newcraighall Road and Ferry Road will be considered in a further report.
- 4.11 In addition, four streets were identified where, although no footway parking was observed, access would be restricted for smaller vehicles (for example cars). These

four streets are: Bangholm Avenue, Bangholm Park, Bangholm Place and Bangholm Road.

- 4.12 The survey also considered each location in the context of whether access for larger vehicles may now be hindered after the introduction of the new legislation and related changes to parking patterns. In some streets, the survey suggested that access for larger vehicles could be affected, but mitigation measures are either already being considered or proposals are being brought forward to address changes in parking habits.
- 4.13 The results of the surveys did not suggest that footway parking was starting to return to many of the city's streets which were most affected by this prior to the start of enforcement. Unfortunately, footway parking may still occur from time to time but there does not appear to be persistent problems and regular enforcement will continue to tackle such ad hoc contraventions.
- 4.14 The surveys did not identify any significant issues of footway parking in the evenings which would require to be addressed by the additional enforcement.

Mitigation

- 4.15 For those streets identified prior to the Regulations coming into effect as 'Red Streets', targeted interventions and regular monitoring has allowed behaviour changes to be tracked, with many becoming 'Green Streets' as parking patterns and conditions have improved over time.
- 4.16 Feedback from Lothian Buses has been invaluable in identifying areas where permanent TROs are proposed to mitigate against the unintended consequences of the footway parking prohibition.
- 4.17 Waiting restrictions, in the form of single and double yellow line restrictions, have been proposed in the following streets to ensure access is maintained for local bus services: Craigour Avenue, Lochend Avenue, Lochend Drive, Loganlea Drive, Pennywell Gardens and Seafield Place.
- 4.18 Feedback from residents and other Council services has identified further streets where mitigation measures may be required due to ongoing inconsiderate parking.
- 4.19 Proposals to introduce waiting restrictions are being developed for some additional streets, including:
- Bavelaw Green / Road;
 - Belmont Gardens;
 - Craigour Avenue;
 - Craigour Grove;
 - Ferry Road;
 - Gillespie Crescent;
 - Granton Medway;
 - Granton Terrace;
 - Lochend Avenue;

- Lochend Drive / Lochend Quadrant;
- Loganlea Drive / Craigentinny Road;
- Loganlea Place;
- Murrayburn Road;
- Newcraighall Road;
- Observatory Green;
- Pennywell Gardens / Muirhouse Loan;
- Queensferry Road (Kirkliston);
- Rosebank Grove;
- Seafield Place / Boothacre Cottages;
- Wardie Park; and
- Western Gardens.

4.20 The TRO processes for these proposals has started and will be prioritised for completion, but as these proposals are subject to public consultation, a date for possible introduction cannot yet be determined.

4.21 In addition to the measures outlined above, a Temporary Traffic Regulation Order (TTRO) was used to introduce temporary waiting restrictions in Marlborough Street and Regent Street (in Portobello) in response to road safety concerns. These streets are part of the proposed Controlled Parking Zone (CPZ) for Portobello, so could benefit from permanent parking controls in the long term. The TRO for this CPZ is due to be advertised later this year.

4.22 A suite of other potential mitigation measures to support the Council's policy on parking prohibitions is being developed to address the majority of circumstances that have arisen in the city. Elected members and relevant stakeholders will be engaged on these measures.

Red Streets

4.23 Six streets are still considered to be 'Red Streets', where mitigation actions have yet to be determined. These form two separate areas:

4.23.1 Bangholm Avenue, Bangholm Park, Bangholm Place, Bangholm Road (Ward 4) and Ferry Road (Ward 5); and

4.23.2 Newcraighall Road (Ward 17).

5. Next Steps

5.1 Officers will continue to consider all possible mitigation solutions, including taking forward proposals in the 21 locations listed in paragraph 4.19 and other locations where monitoring of the impact of the new regulations identifies that further action is required. Elected Members and relevant stakeholders will be engaged on this.

5.2 As outlined in paragraph 4.22, there are six streets which are still considered to be 'Red Streets' and officers will engage with elected members and relevant

stakeholders on proposed mitigations and a report will be presented to Committee before the end of this calendar year with recommendations for next steps.

6. Financial impact

- 6.1 The necessary traffic order processes and any on-street implementation work referred to in this report can be accommodated within the existing parking budget.

7. Equality and Poverty Impact

- 7.1 The Transport (Scotland) Act 2019 introduced the footway parking prohibition and placed a duty on Councils to enforce this and mitigate against any impacts. Equalities impacts were considered as part of the legislative process when the Act progressed through the Scottish Parliament.
- 7.2 The introduction of additional waiting restrictions will help improve road safety and accessibility for disabled people in Edinburgh.

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 known environmental impacts arising as a result of this report.

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

- 9.1 These impacts are covered in the main section of this report.

10. Background reading/external references

Communication and Awareness Raising

- 10.1 Since the Regulations came into effect in December 2023, the Council has prioritised raising awareness with residents and drivers in the city, including drivers working on behalf of the Council.
- 10.2 The Scottish Government also ran a national publicity campaign, with press articles, radio adverts, social media promotion and on-street advertising, e.g. adverts on phone boxes around the city centre. In addition, there was significant TV interest in Edinburgh being the first Scottish city to start enforcement (with items on BBC Breakfast and other news bulletins).
- 10.3 Information was also displayed on the Council's website homepage, at the car pound, and on lamp post wraps around the city. Thousands of warning flyers were also issued to vehicles in advance of the start of enforcement. The following information was also available on the internet:
<https://roadsafety.scot/campaigns/pavement-parking/>,
<https://www.edinburgh.gov.uk/newparkingrules>,
<https://www.edinburgh.gov.uk/parking/new-parking-rules/2>
- 10.4 More details on the awareness raising activities undertaken for drivers working on behalf of the Council was provided in response to [Council Question 1](#) on 21 March 2024.

11. Appendices

None.

Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Ellersly and Kinellan Roads

Executive/Routine
Wards

Routine
6 – Corstorphine/Murrayfield

1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee notes:
 - 1.1.1 This update on traffic speed surveys which were undertaken on Ellersly and Kinellan Roads in 2020 and 2021 and that measures are likely to be introduced to improve road safety in 2025/26;
 - 1.1.2 The update on temporary footway widening and that this has been incorporated into the citywide review of the Local Traffic Improvement (LTI) Programme (which is being reported separately to Committee); and
 - 1.1.3 That a design is being developed for a proposed pedestrian crossing (uncontrolled feature) at the Ellersly Road and Murrayfield Road junction to determine whether it would be possible to incorporate this into the programmed road resurfacing in 2024.

Gareth Barwell

Service Director, Operational Services

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Ellersly and Kinellan Roads

2. Executive Summary

- 2.1 This report was requested by Committee on 23 May 2024 in response to a petition on Ellersly and Kinellan Roads. All matters described in the petition are included in established work programmes and will be considered and potentially delivered in line with future work programmes.
- 2.2 The possibility of early delivery or amalgamation with other work programmes has and will continue to be explored, where appropriate.

3. Background

- 3.1 On 23 May 2024, Committee heard a [petition](#) relating to speed management, improved footpath infrastructure and the installation of pedestrian crossing facilities on Ellersly and Kinellan Roads.
- 3.2 Committee requested a report in two cycles on how the following changes could be delivered:
 - 3.2.1 Traffic calming on Ellersly Road and Kinellan Road, recognising that this was an agreed commitment in the road safety report presented to committee in December 2022;
 - 3.2.2 Widening the footway on the north side of Ellersly Road on a temporary basis pending any redetermination order for a permanent widening; and
 - 3.2.3 A new pedestrian crossing at the eastern end of Ellersly Road, including whether this could be considered through the new Local Traffic Improvement Programme, given this was identified in the pedestrian crossing prioritisation report to committee in August 2022.
- 3.3 Automatic Traffic Counts (ATCs) on Ellersly Road and Kinellan Road were undertaken in 2020 and 2021, the results of the speed surveys are noted below:
 - 3.3.1 Ellersly Road, September 2020, east of Kinellan Road – Ave 25.9mph; and
 - 3.3.2 Ellersly Road, June 2021, west of Murrayfield Road – Ave 25.2mph; and
 - 3.3.3 Kinellan Road, May 2021, north of Ellersly Road – Ave 25.0mph.

- 3.4 Widening of the north footpath was discussed with members of the Murrayfield Community Council in 2020 and, at that time, it was noted that a proposed scheme had not been approved and was unfunded for inclusion in the Neighbourhood Environmental Programme (NEP). It should be noted the NEP programme has not been active since June 2020. Existing NEP funding has been retained to deliver previously approved schemes across the city.
- 3.5 Following an approach from a local resident and the Murrayfield Community Council, two pedestrian demand surveys were undertaken at the junction of Ellersly Road and Murrayfield Road in May 2019 and October 2020. The adjusted PV² values were 0.231 and 0.311 respectively, suggesting uncontrolled pedestrian crossing infrastructure would be appropriate. The proposed scheme is currently included in the pedestrian crossing project list for delivery in future years.

4. Main report

Traffic Calming

- 4.1 As noted in paragraph 3.3, speed surveys were undertaken on Ellersly Road and Kinellan Road in the last four years. The speed limit on these two roads is 20mph.
- 4.2 The results of these surveys suggest that both roads would benefit from speed management interventions. The Council's current approach to the installation of speed reduction measures was set out in a [report](#) to Committee on 11 October 2019. Further details were provided within a subsequent [report](#) to Committee on 27 February 2020.
- 4.3 The survey speeds recorded at the two noted locations would suggest the introduction additional signs, lines and potentially Vehicle Actuated Speed Signage (VASS) could be suitable mitigation measures.
- 4.4 Both locations are currently included in the Speed Management programme and, subject to available funding and resource, will be included in the 2025/26 Road Safety Delivery Programme (subject to approval in April 2025). However, it may be possible to deliver them in the 2024/25 Road Safety, Delivery Programme or include the works as part of the planned road resurfacing works.
- 4.5 The use of physical traffic calming measures is generally only considered appropriate where there is either a significant history of speed related collisions or where average vehicle speeds remain excessively high following the use of other speed reduction measures.
- 4.6 In the latest available three-year period (to the end of February 2024) there was one injury collision reported on Ellersly Road and none on Kinellan Road (data accurate as of 17 June 2024). The collision in Ellersly Road occurred in October 2023 when a car moving south on Ellersly Road swerved to avoid a vehicle that pulled out of Wallace Gardens, losing control and colliding into a lamppost and tree. The driver of the first car sustained a minor injury, however, the second driver was not traced.

- 4.7 Therefore, at this time, the current collision history does not support the introduction of physical traffic calming measures in Ellersly Road or Kinellan Road.

Temporary Footpath Widening

- 4.8 Based on the collision information provided, there is currently no justification to introduce temporary footway widening as a road safety intervention on the north side of Ellersly Road. Therefore, officers will incorporate this into the proposals for assessment and consideration under the LTI Programme (the LTI programme and assessment criteria was specifically designed to consider projects to improve mobility and accessibility for local communities), which is being reported to Committee separately on this agenda.

- 4.9 It is not practical to undertake the footway widening during the planned resurfacing programme as: (discussions are ongoing)

- 4.9.1 To investigate and design the revised scheme would take additional time and could delay the currently programmed road resurfacing scheme;
- 4.9.2 Utility service diversions may be required to achieve the desired new kerb line;
- 4.9.3 The full width of the footpath would need to be excavated, regraded and resurfaced to ensure surface water is shed on to the road (the existing footpath and road both fall towards the kerb meaning a simple extension would create ponding).
- 4.9.4 The footpath widening scheme is currently unfunded (estimated cost £100,000 TBC), however it is included in the LTI Programme; and
- 4.9.5 A redetermination order may be required to change the carriageway into footpath (however, officers are exploring options to exclude traffic calming features from this requirement).

Pedestrian Crossing

- 4.10 Pedestrian crossing assessments have been carried out at the junction of Ellersly Road and Murrayfield Road in May 2019 and October 2020. Both survey results noted a moderate pedestrian crossing demand that would suggest the introduction of uncontrolled crossing infrastructure would be a preferred solution e.g. footpath build-outs or a pedestrian refuge island.
- 4.11 A design is currently being progressed to determine if this can be installed during the programmed resurfacing in 2024.
- 4.12 A briefing on the outcome of this will be provided to Committee, Ward Councillors and Murrayfield Community Council.
- 4.13 If this is not possible to incorporate this into the upcoming resurfacing programme, it will be included in the proposed Pedestrian Crossing Framework study and will be considered for inclusion in a future Pedestrian Crossing installation programme

5. Next Steps

- 5.1 Committee are asked to consider footway widening on the north side of Ellersly Road in the LTI programme which is reported separately to this Committee.
- 5.2 Officers will continue to consider if the uncontrolled pedestrian crossing at the Ellersly Road and Murrayfield Road junction can be incorporated into the planned road resurfacing and will update Committee, Ward Councillors and Murrayfield Community Council.

6. Financial impact

- 6.1 The cost of laying new road markings to reinforce the existing 20mph speed limit are expected to be in the region of £2000.
- 6.2 The anticipated cost of footpath widening could be in the region of £100,000 depending on the extent of resurfacing, new drainage gullies or potential utility service diversions etc.
- 6.3 The cost of installing a crossing feature on Ellersly Road is expected to be in the region of £20,000.

7. Equality and Poverty Impact

- 7.1 The assessment, design and delivery of the various Road Safety and Local Traffic Improvement proposals noted in this report are intended to improve safety, mobility and reduce risk for our most vulnerable road users. It is not considered necessary to undertake an overall or site-specific Integrated Impact Assessment (IIA) for the measures considered above.
- 7.2 The proposals are intended to advance the Council's public sector duties to improve equalities, create safe and accessible streets and pavements for all people focusing on our most vulnerable road users.

8. Climate and Nature Emergency Implications

Environmental Impacts

- 8.1 The outcome of all activities and measures described in this report are intended to positively support environmental and climate change requirements. The overall duty of the Road Safety function is to reduce collisions and casualties, by creating a safer more pleasant street environment for all road users particularly focusing on our most vulnerable communities.
- 8.2 In terms of modal shift, and carbon reduction our interventions are centred on the approved transport hierarchy and support delivery of the City Mobility Plan actions.

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

- 9.1 As outlined in this report, officers have carried out road safety and speed surveys on Ellersly and Kinellan Roads and the update in this report outlines the next steps proposed for traffic calming, footway widening and the introduction of a pedestrian crossing.

10. Background reading/external references

- 10.1 None.

11. Appendices

- None.

Transport and Environment Committee

10.00am, Thursday, 15 August 2024

Appointments to the Boards of Lothian Buses and Edinburgh Trams

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 Transport and Environment Committee is asked to:
 - 1.1.1 Consent to the appointment of Susan Deacon as the Chair of Lothian Buses for a period of two years;
 - 1.1.2 Consent to the reappointment of Mark Yexley, Anthony Rose and Iain Reid as non-executive directors of Lothian Buses for a further period of 18 months;
 - 1.1.3 Consent to the appointment of Colin Kerr as a non-executive director of Edinburgh Trams for a period of six months; and
 - 1.1.4 Note that a further report will be presented to Committee in September on the appointment of additional non-executive directors to the Board of Lothian Buses.

Gareth Barwell

Service Director, Operational Services

Contact: Hannah Ross, Head of Major Projects and Commissioning

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Report

Appointments to the Boards of Lothian Buses and Edinburgh Trams

2. Executive Summary

- 2.1 This report seeks approval of:
- 2.1.1 The reappointment of three non-executive directors to the Board of Lothian Buses and the appointment of Susan Deacon as chair of the Board; and
 - 2.1.2 The appointment of a non-executive director to the Board of Edinburgh Trams.

3. Background

Governance of Transport Arms Length External Organisations

- 3.1 The appointment of Directors to the Council's Transport Arms Length Organisations (ALEOs) is a Reserved Matter, which requires the written consent of the Council.

Transport ALEO Reform

- 3.2 In July 2020, the Council approved an [approach to reform](#) of the Council's Transport ALEOs. Since then, further updates have been provided to Committee in [November 2020](#) and [August 2021](#). On 12 October 2023, Committee [approved](#) a further [report](#) that recommended Transport for Edinburgh be closed in its current form but retained as a shareholding shell company only.

4. Main report

Lothian Buses Board Appointments

- 4.1 The Nominations Committee of Lothian Buses has requested the consent of the Council for the reappointment of the following non-executive directors for a further period of 18 months:
- 4.1.1 Mark Yexley;
 - 4.1.2 Anthony Rose; and
 - 4.1.3 Iain Reid.

- 4.2 After a process of competitive interviews, the Nominations Committee also seek the consent of the Council for the appointment of Susan Deacon as the Chair of the Board for a period of two years with scope for further reappointment (subject to the consent of the Council).
- 4.3 Recruitment is underway to appoint three further non-executive directors to the Board of Lothian Buses. This process is expected to be complete by the end of August, with a report to Committee in September seeking consent to the appointments.

Edinburgh Trams Board appointment

- 4.4 The board of Edinburgh Trams has requested the consent of the Council to the appointment of Colin Kerr as a non-executive director for a period of six months.

Transport ALEO Reform

- 4.5 The process of reform of the Council's Transport ALEOs is continuing.
- 4.6 As outlined in the report to Committee in October 2023 and noted above, recruitment is progressing for the appointment of non-executive directors for the Board of Lothian Buses.
- 4.7 The reappointment of three existing non-executive directors will provide continuity while the new Board is established, and the recruitment of new non-executive directors will support the intention to expand the experience within the Board to include light rail and/or multi-modal public transport delivery.
- 4.8 The appointment of Colin Kerr to the Board of Edinburgh Trams will strengthen the Board during the completion of the ALEO reform process and provide continuity.
- 4.9 The Due Diligence to support Lothian Buses to be responsible for multi-modal public transport delivery in the city is expected to be completed by the end of September 2024. Committee will be updated when this process is complete on the next steps.

Transport for Edinburgh

- 4.10 George Lowder MBE will be stepping down from his role as Chief Executive of Transport for Edinburgh on 31 August 2024. George became Chief Executive of the company in January 2016 and has played a key role in the delivery and development of an integrated, sustainable and affordable transport network for the city.

5. Next Steps

- 5.1 If Committee consent to the appointments requested by the Boards of Lothian Buses and Edinburgh Trams, the company will make the necessary arrangements to confirm these appointments.
- 5.2 A further report will be presented when the Recruitment Committee of Lothian Buses recommends further non-executive director appointments to the Board.

- 5.3 Committee will be updated on progress with the Due Diligence and next steps for the reform of the Council's Transport ALEOs.

6. Financial impact

- 6.1 There are no financial impacts for the Council arising from the appointment of non-executive directors to the Boards of Lothian Buses and Edinburgh Trams.

7. Equality and Poverty Impact

- 7.1 There are no equality or poverty impacts arising from the appointment of non-executive directors to the Boards of Lothian Buses and Edinburgh Trams.

8. Climate and Nature Emergency Implications

- 8.1 There are no climate or nature emergency implications arising from the appointment of non-executive directors to the Boards of Lothian Buses and Edinburgh Trams.

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

- 9.1 The appointment of Directors to the Council's Transport ALEOs is a Reserved Matter, which requires the written consent of the Council.
- 9.2 A Council officer Observer is also nominated to attend the Board meetings of Lothian Buses and Edinburgh Trams.

10. Background reading/external references

- 10.1 None.

11. Appendices

None.

by virtue of paragraph(s) 9 of Part 1 of Schedule 7A
of the Local Government(Scotland) Act 1973.

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