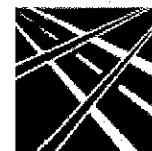


Trunk Road and Bus Operations

Buchanan House, 58 Port Dundas Road, Glasgow G4 0HF
Direct Line: [REDACTED]
[REDACTED]



TRANSPORT
SCOTLAND
Còmhatair Alba

Annemarie O'Donnell
Chief Executive
Glasgow City Council
City Chambers
Glasgow
G2 1DU

Our ref:
LEZ/01

Date:
10 August 2017

Dear Annemarie,

We want to improve the environmental quality of areas where air pollution exists. To do this, the Scottish Government's Programme for Government commits to put in place the first Low Emission Zone (LEZ) by 2018, to create a legacy for others to build on.

It is understood that Glasgow City Council is considering the introduction of a LEZ. Accordingly, we would be keen to meet with Glasgow City Council officials, to better understand what the Council is seeking to achieve with respect to a LEZ. On the basis that you are agreeable to a meeting, can you please contact my office to allow the suitable arrangements to be made.

I look forward to your reply.

Yours sincerely

Hugh Gillies
Director of Trunk Road and Bus Operations



From: [REDACTED]
To: Thomson, S (Sustrans)
Subject: [PROJECT] Photos - Active Travel
Date: 21 August 2017 12:59:59
Attachments: image004.png
image001.jpg
image001.jpg
image004.jpg
image005.jpg
image007.jpg
image008.jpg
image009.jpg
image010.jpg
image011.jpg
image012.jpg
image013.jpg
image014.jpg
image015.jpg
image016.png
image017.png
image018.png

Hi Stephen

You mentioned at CAFS GG you were looking for photos for the LEZ guidance document.

We have collated these photos for use.

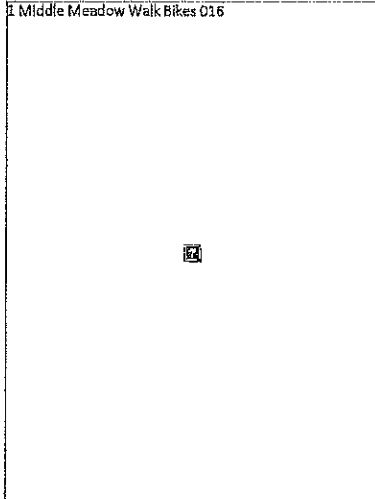
Please feel free to use whichever support your content, although most of them will need to be credited to Sustrans/CEC. Let me know if you need me to find out for you, or if you need clarification for where they're from.

Hope these are useful,

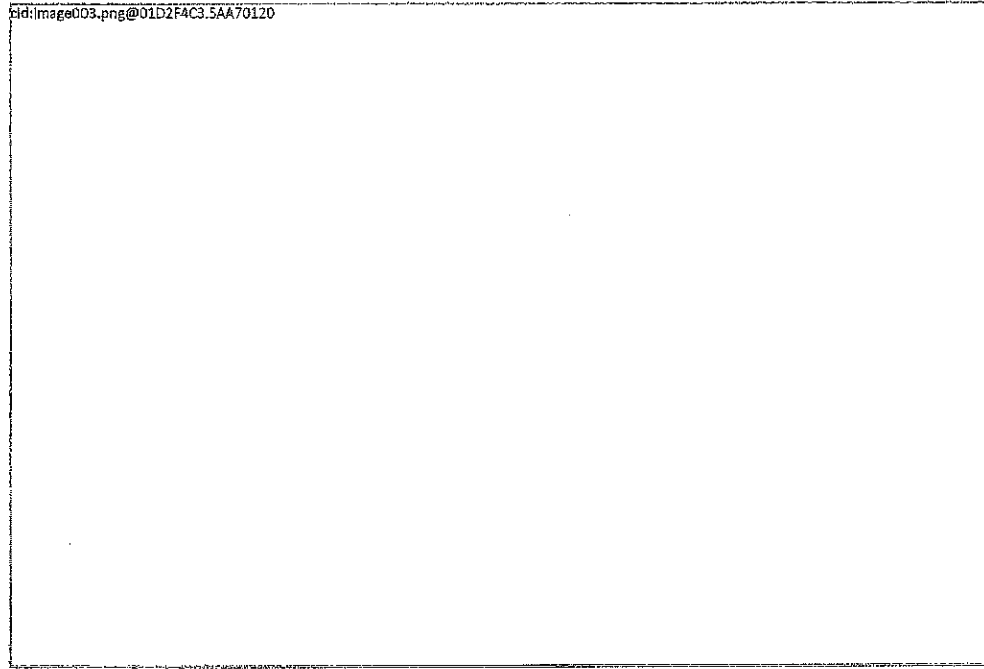
Regards

[REDACTED] | Environmental Health Officer | Spatial Policy Team | Place Directorate | The City of Edinburgh Council | Waverley Court, Level 63, 4 East, Market Street, Edinburgh, EH8 8BG | [REDACTED]
[REDACTED] | www.edinburgh.gov.uk/citycouncil

1 Middle Meadow Walk Bikes 016

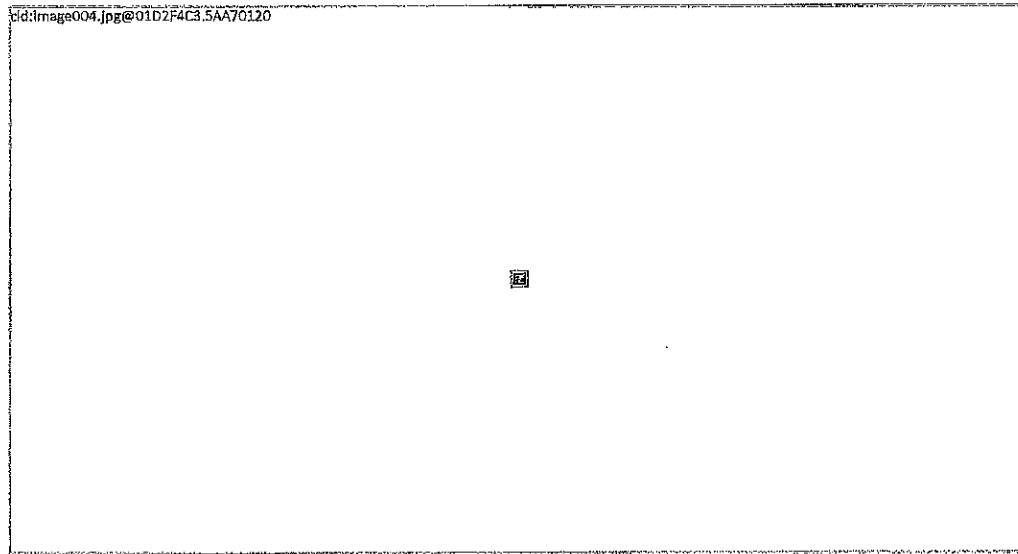


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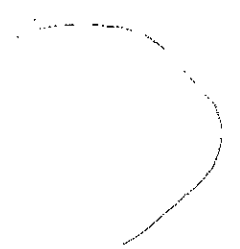


Meadows — Middle Meadow Walk

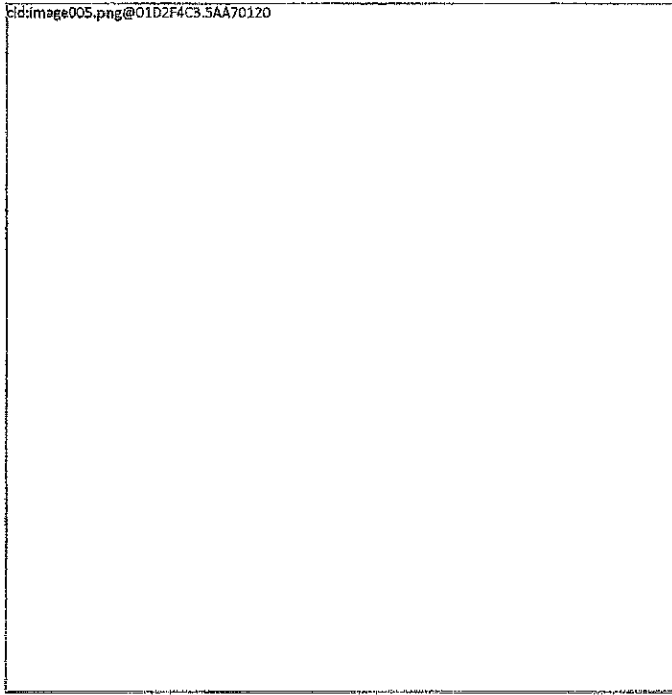
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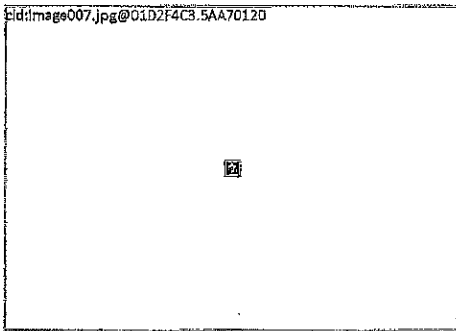
Proposed Visualisation of City Centre West to East Link (formerly Roseburn to Leith)



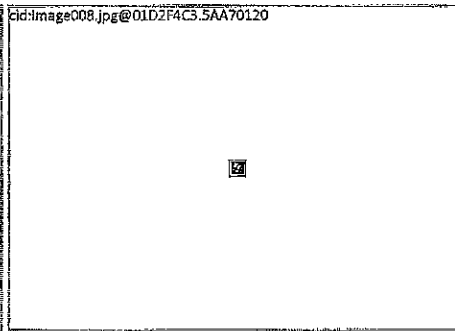
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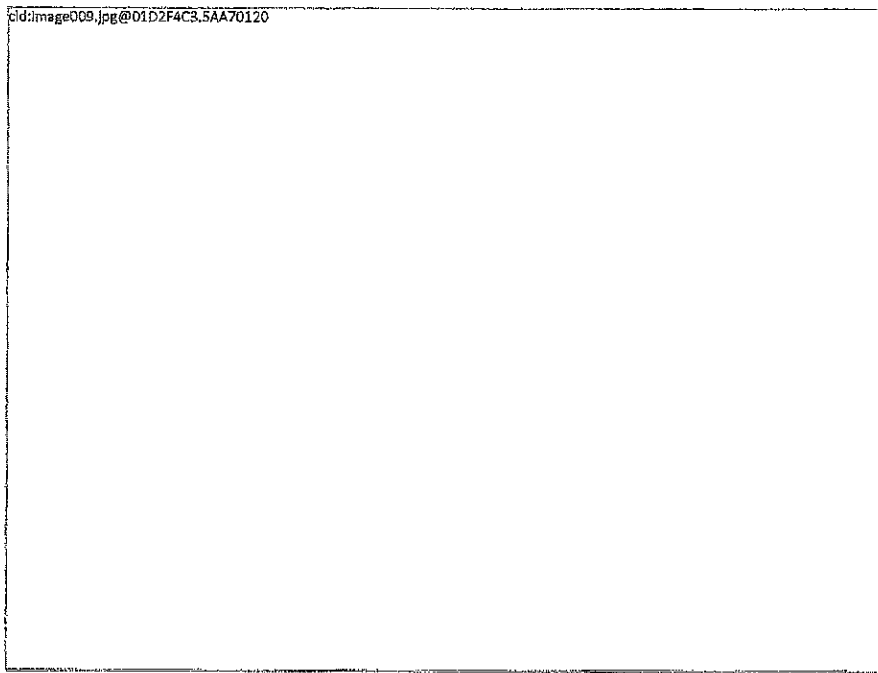
cid:image008.jpg@01D2F4C3.5AA70120



Smarter Choices Strategic promotion of walking and cycling:

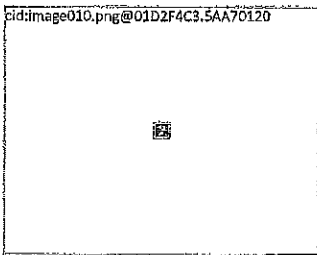
- Focus Groups helped test branding and naming
- Household Survey helped identify target audiences
- Feedback taken on board and designs altered
- New Imagery and messaging has been used to help target new demographics

cid:image009.jpg@01D2F4C3.5AA70120



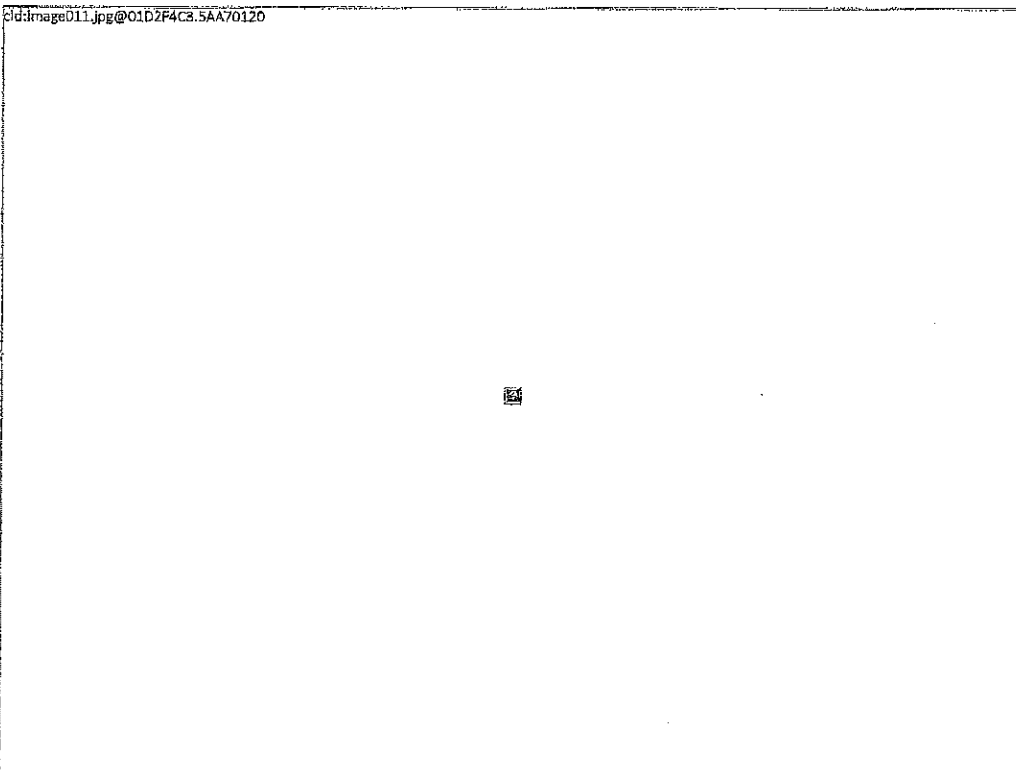
Walking: Renewals prioritisation

cid:image010.png@01D2F4C3.5AA70120

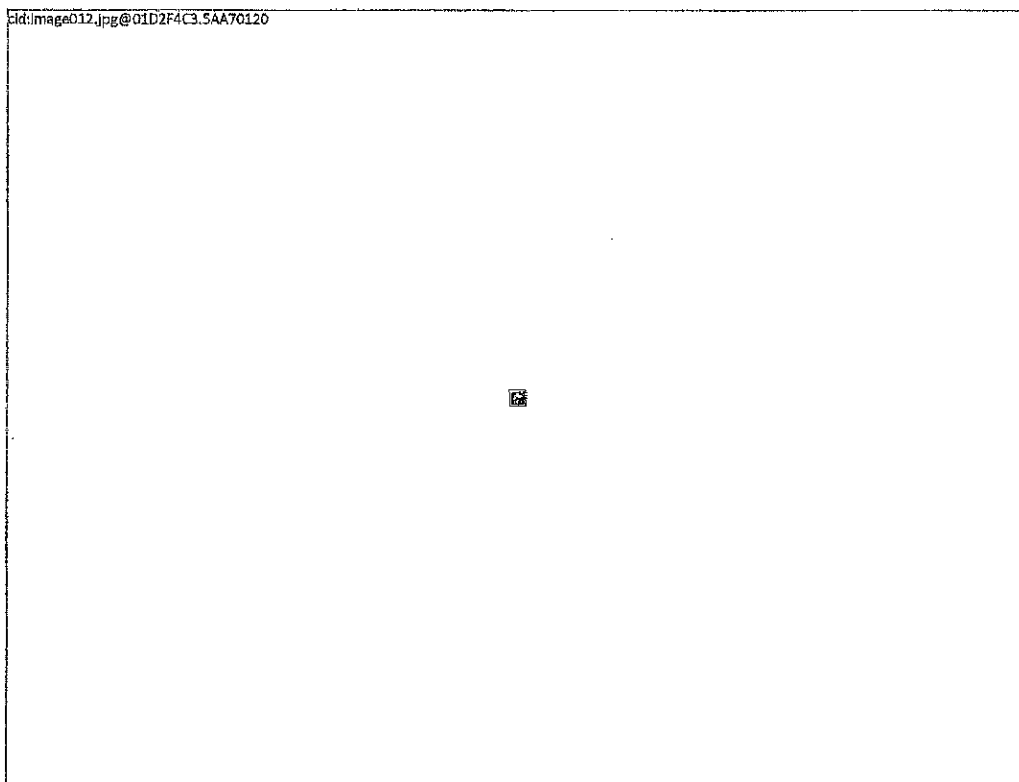


Quiet Routes

cid:image011.jpg@01D2F4C3.5AA70120

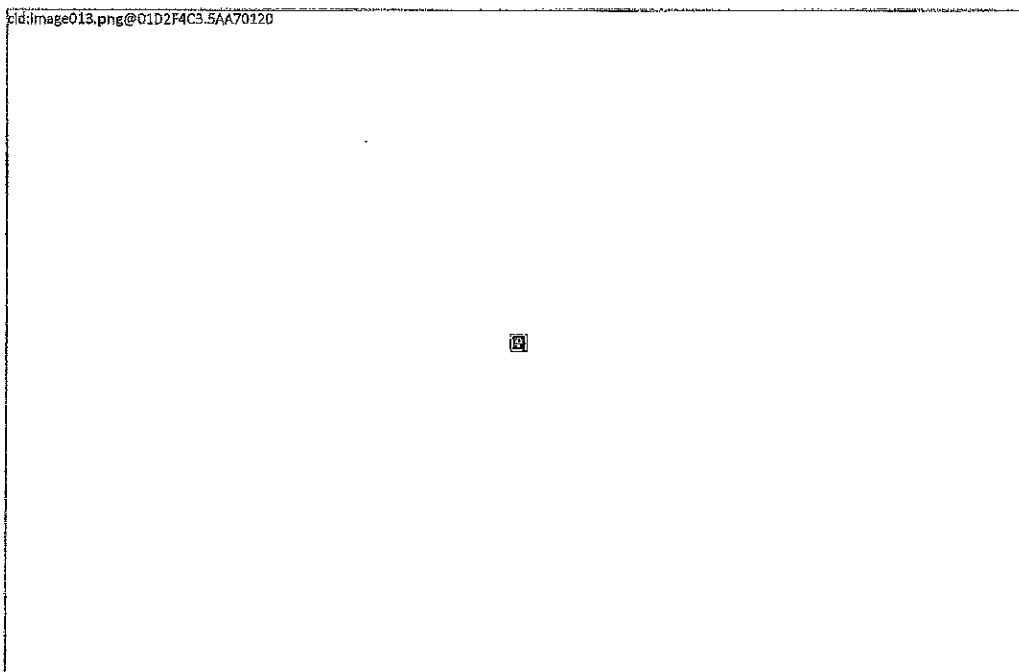


cid:image012.jpg@01D2F4C3.5AA70120



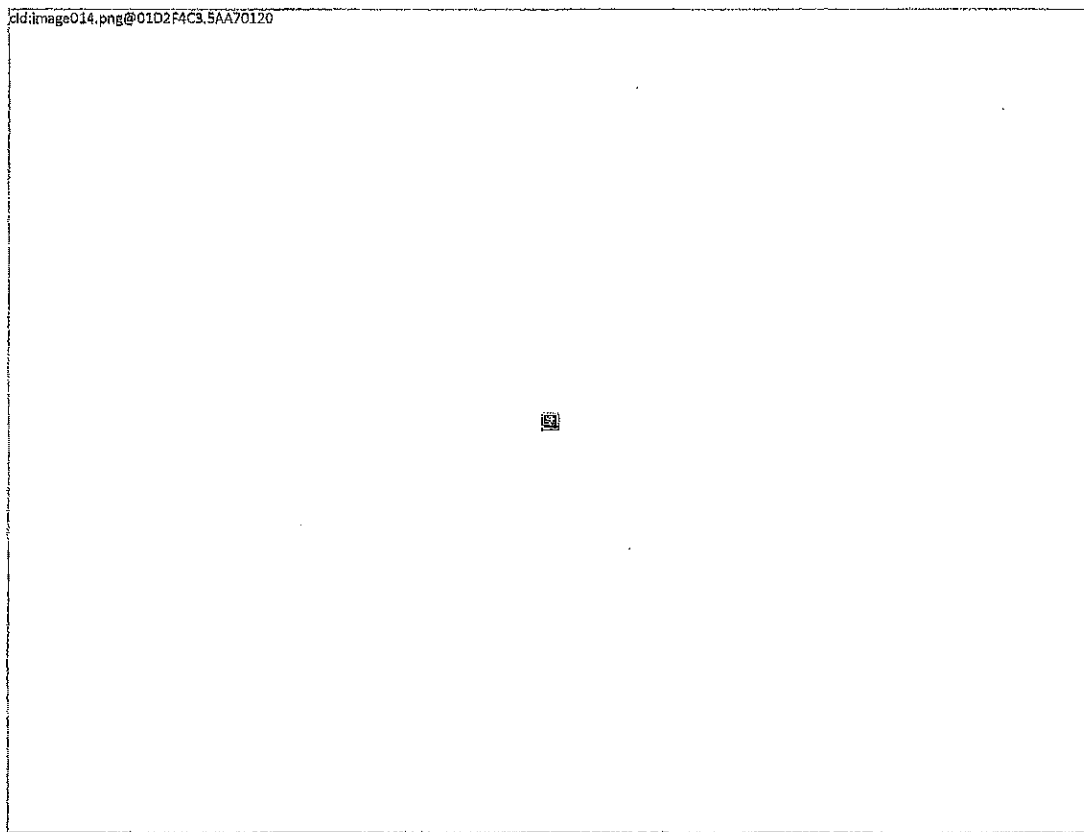
Segregated Infrastructure – Innocent Tunnel to the Meadows

cid:image013.png@01D2F4C3.5AA70120



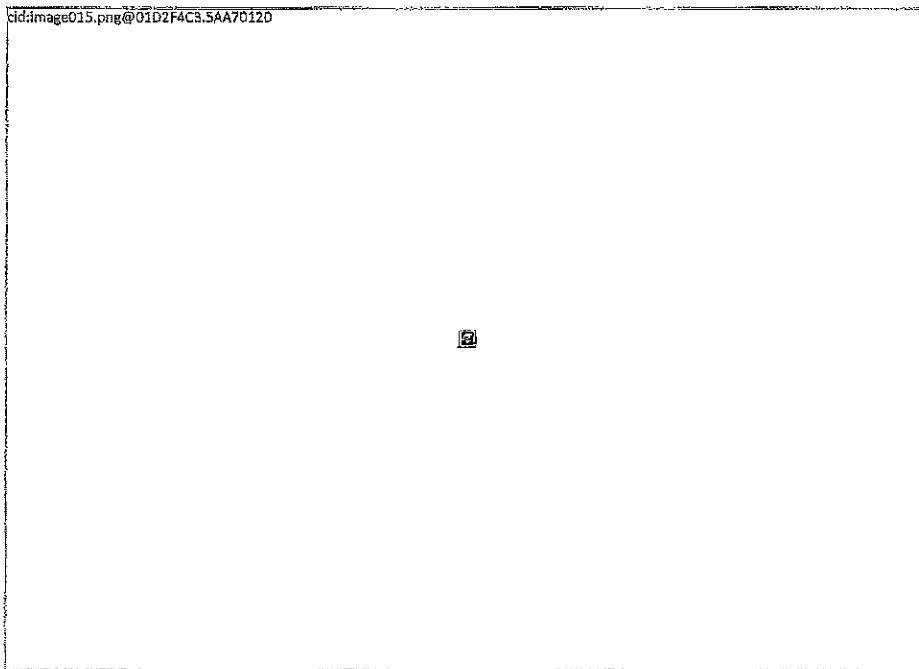
Quiet Routes, city centre links

cid:image014.png@01D2F4C3.5AA70120

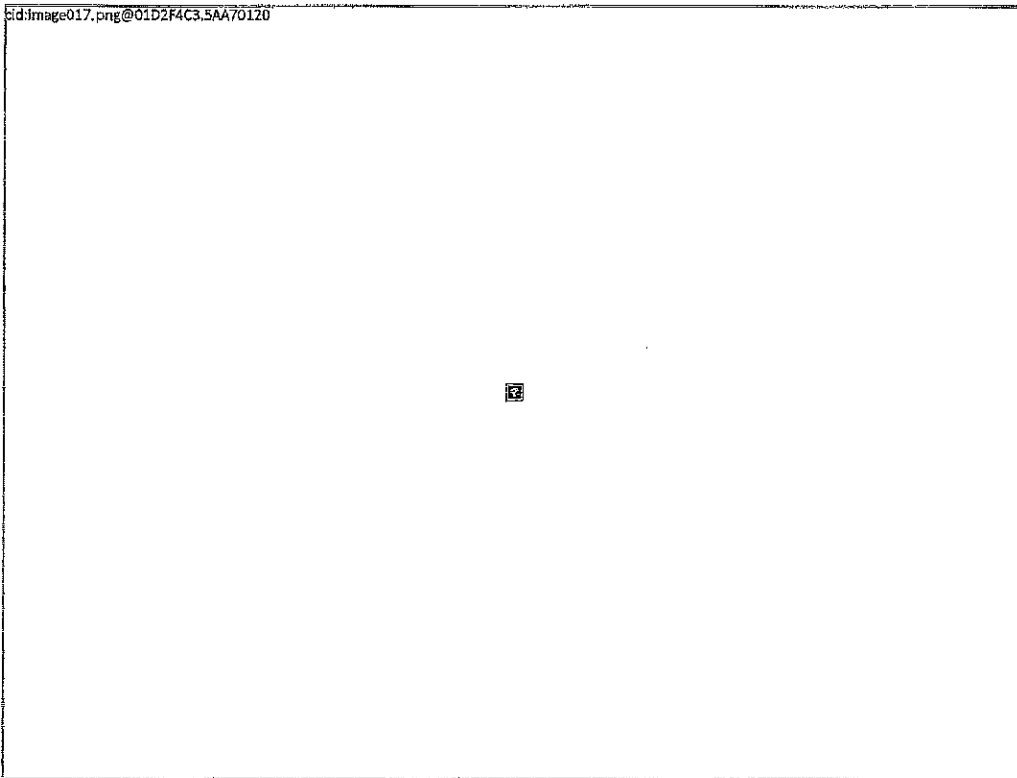
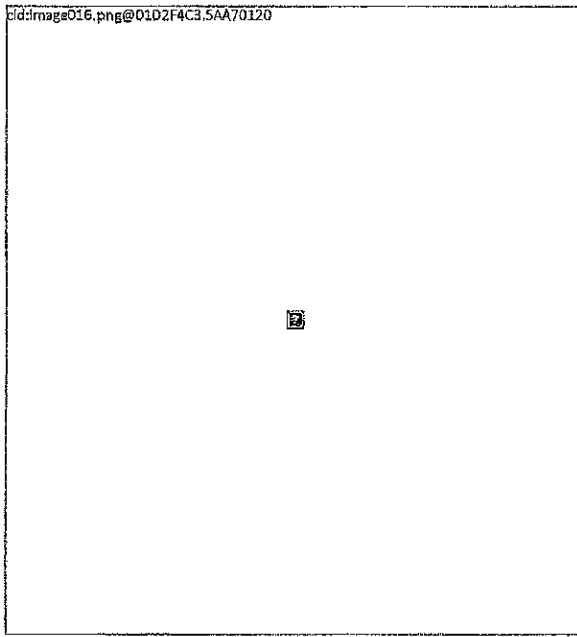


Residential cycle parking

cid:image015.png@01D2F4C3.5AA70120



Transport Interchanges



cid:image018.png@01D2F4C3.5AA70120



Other

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From: [REDACTED]
To: [REDACTED] Thomson S.(Stephen); [REDACTED]
Cc: [REDACTED]
Subject: Aberdeen Council Meeting outcome for information
Date: 21 June 2017 12:49:22
Attachments: Final Council aq report (3).docx

All,

Thought it worth advising on the current Aberdeen CC position with regards to LEZs.

The attached report went to full council today briefing members on the current status with LEXs. At the instruction of the Chief Executive, a recommendation was included volunteering Aberdeen to be an early adopter should the feasibility study indicate that it may be appropriate to introduce a LEZ.

The report was approved with the slight amendment 'to instructor the Interim Director of Communities, Housing and Infrastructure to bring back a report to Council detailing the outcomes of the feasibility study with a view to members determining whether Aberdeen CC should volunteer Aberdeen CC to be an early adopter'.

Happy to provide more information next week if required.

[REDACTED]
Principal Environmental Officer
Communities Housing and Infrastructure
Business Hub 15
Third Floor South
Marischal College
Broad Street
Aberdeen
AB10 1AB

Email: [REDACTED]
Direct Dial: [REDACTED]
Direct Fax: [REDACTED]

Tel: 03000 200 292
www.aberdeencity.gov.uk

Do you have any feedback on the Environmental Health Service received? The Service would like to hear about what it is doing right and what could be improved. Feedback can be provided through the attached survey link and does not take more than a few minutes to complete.

www.surveymonkey.co.uk/r/EnviroProt

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From: [REDACTED]
To: [REDACTED]
Subject: NLEF Steering Group
Date: 16 January 2017 23:39:25
Attachments: [NLEF January Briefing Note - 16 January 2017.docx](#)
[Air - CAPS - NLEF - Workshop - Agenda - 22 December 2016.docx](#)

Dear all,

Please find attached background briefing for the NLEF Steering Group meeting tomorrow (briefing note and workshop agenda).

Key points to cover are as follows.

- 1 Briefing note review
- 2 Stakeholder engagement
- 3 NLEF Guidance Documents progress to date
- 4 Integration with NMF and UK Approaches
- 5 NLEF Workshop on 30 January
- 6 Other Events and Supporting Research

With kindest regards

[REDACTED]
Senior Environmental Engineer
[REDACTED]

From: Thomson S (Stephen)
To: [REDACTED]
Subject: Response from the Scottish Government - LEZ information - 7 July 2017
Date: 07 July 2017 17:20:00

Dear [REDACTED],

Thank you for your email of the 23 June to [REDACTED] on the subject of LEZ information. I have been asked to reply given my role as the Head of Environment and Sustainability for Transport Scotland. I am also the lead TS official in relation to Low Emission Zone policy.

In relation to the points that you raised with [REDACTED] I would note the following:

Partnership working

The Programme for Government commitment to LEZs states that putting in place a LEZ will require the 'help of local authorities'. We believe that partnership working with, and engagement from, the City Council, as the scheme promoter, will be essential to put in place the first LEZ. We believe that a LEZ delivery group comprising officials from Glasgow City Council, Transport Scotland, SEPA and other stakeholders (in tandem with a nominated champion within the City Council) should be created over the summer of 2017 with the chair being someone from Glasgow City Council, and that the development of proposals for a LEZ are developed in a collaborative manner.

Legislation:

Transport Scotland and the Scottish Government Legal Directorate are currently reviewing the legislation related to LEZ enforcement. This review will be completed by the 11 August.

A local authority can ask the Traffic Commissioner for Scotland to create a new Traffic Regulation Condition (TRC) which would introduce a new TRC with emission based criteria that would have to be met for a Public Service Vehicle operator licence to be granted.

A local authority have powers today to create a new Traffic Regulation Order (TRO) that could potentially be used to underpin enforcement of a LEZ as a criminal offense, which would require Police Scotland to manage the enforcement. As such, it may be the case that legislation enabling LAs to enforce a LEZ via a TRO already exist for private vehicles. There are also questions around the use of Automatic Number Plate Recognition camera's being used to enforce moving vehicle offenses in Scotland, as there is potentially cross over to reserved issues around vehicle offense enforcement. The application of a TRO's and ANPR cameras in relation to LEZ enforcement are elements that TS and SGLD are reviewing now.

Technical guidance and collaboration on first LEZ

Transport Scotland are committed to work with and advise Glasgow City Council

on the development of credible options for the first LEZ including technical aspects.

The development of the first LEZ will be supported by the work of the Cleaner Air for Scotland Governance Group, and will be designed in a manner consistent with the national discussion on the National Low Emission Framework (NLEF). We will use the experience of putting in place the first LEZ in Glasgow to inform the NLEF, which is currently being prepared by the Scottish Government. We would note that the first LEZ design may slightly vary from the eventual NLEF appraisal document guidance, but the Scottish Government would not expect the first LEZ appraisal to be redone once NLEF is published.

Cost of scheme

Funding for the first LEZ will be considered during the 2018-19 budget process, and will incorporate consideration of support from the Scottish Government for bus operators to upgrade and/or retrofit their fleet.

With respect to the concerns around the impact on road users, Transport Scotland recently commissioned Sniffer to host a series of bus sector workshops (including one in Glasgow) to identify their concerns and aspirations around LEZs. The final report from this workshop is being prepared now by Sniffer, and will be made available to Glasgow City Council during the summer.

I hope this is helpful.

Regards,
Stephen

Stephen Thomson, Ph.D C.Env

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED] [REDACTED]

From: Thomson S (Stephen)
To: [REDACTED]
Subject: RE: Re: Programme for Government - Low Emission Zone - TS Director meeting proposal
Date: 19 December 2016 09:12:00

Hi [REDACTED]
Regarding the availability of dates, do any of the following suit you for an hour long meeting via teleconference or VC:

25 January – between 1000 and 1200
25 January – between 1400 and 1600
26 January – between 1000 and 1200
26 January – between 1530 and 1700
31 January – between 1000 and 1200

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED] [REDACTED]

From: [REDACTED]
Sent: 16 December 2016 14:11
To: Thomson S (Stephen)
Subject: RE: Re: Programme for Government - Low Emission Zone - TS Director meeting proposal

Good afternoon Stephen,

I have this item on my to look out for list, has there been any advance on a date and time?

With kind regards

Lesley

[REDACTED]
Executive PA to the Chief Executive
Highland Council
Glenurquhart Road
Inverness
IV3 5NX
Tel: [REDACTED]
www.highland.gov.uk

From: [REDACTED]
Sent: 07 December 2016 17:57
To: [REDACTED]
Subject: GSX: Re: Programme for Government - Low Emission Zone - TS Director meeting proposal

Dea [REDACTED]
Thanks for the quick reply. I will check Hugh's diary tonight (I'm on a train from Manchester just now so can't check the Outlook calendars), as he is meeting with Cosla on the LEZ topic on the 22nd December, but I wonder if there is time afterwards to hold a teleconference with yourself. The 11 January date seems ok as there is certainly nothing in my diary, but I will check tonight

and let you know.
Regards
Stephen

From: [REDACTED]
Sent: Wednesday, December 07, 2016 04:31 PM
To: Thomson S (Stephen)
Cc: [REDACTED]
Subject: FW: Programme for Government - Low Emission Zone - TS Director meeting proposal

Dear Stephen

Lesley Stevenson has passed your email to me as I am picking up the SOLACE portfolio on transport issues following John Mundell's retirement in September. I am of course happy to have a discussion with Hugh but you will note that my base is in Inverness and I wonder whether this could be by teleconference or VC. Given the pressures on local authorities to fix a budget at this time of year I can't commit to a day in Glasgow for a single meeting.

My diary is currently OK for a teleconference on 22nd Dec or at the times you offer on 11th Jan
Regards

From: [REDACTED]
Sent: 05 December 2016 09:54
To: [REDACTED]
Subject: Programme for Government - Low Emission Zone - TS Director meeting proposal

Dear [REDACTED],

As you may be aware, Programme for Government has stated that we will put in place a low emission zone in Scotland by 2018. In support of this commitment, Transport Scotland are leading on the development of the National Low Emission Framework, which encompasses low emission zone guidance. Our director Hugh Gillies would like to meet with SOLACE (and hopefully also COSLA and SCOTS at the same time) to discuss the issues around transport and low emission zones.

At the moment, the dates that Hugh is free are as follows:

22 December after 1400
9 January between 1530 and 1700
11 January between 1100 and 1230
11 January between 1330 and 1500

Are any of these dates suitable for you? If so, I would be looking to set up a meeting in due course. We could host the meeting at Buchanan House in Glasgow, but would be open to meeting perhaps at an alternative venue if this was easier.

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA
Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED] [REDACTED]

From: Thomson S (Stephen)
To: [REDACTED]
Subject: RE: Air - state of readiness LEZ report - Meeting dates in December
Date: 12 December 2016 08:59:00

Hi [REDACTED],

Looking at the responses to the Doodle survey, meeting in Aberdeen would be best on the 20 December. This was the date that Gale Beattie and yourself suggested that you were free. In terms of a time slot, would you both be free between 1400 and 1530 to meet at your office?

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 OHF | [REDACTED]

From: [REDACTED]
Sent: 29 November 2016 11:50
To: Thomson S (Stephen)
Subject: RE: Air - state of readiness LEZ report - Meeting dates in December

Stephen,

Can you confirm that it would be Heads of Service or Managers that you would want to meet and the venue would be in Aberdeen. We don't have a HoS and no indication of when one may be appointed,. A planner has been acting up for a number of months and is familiar with air quality matters (Director also been on sick leave for a number of months and a temporary replacement has just been appointed). The Environmental Health team currently sits within the Environment and Infrastructure Service along with the Planners and Transport Officers. However, we are due to move services soon to Communities and Housing which is under the same Director that is on sick leave. There is also no HoS for this team, however a new one has been appointed and is due to start January sometime.

All very messy! Suggested I send the Doodle poll to the current acting up Planner (cc'd to the Director's secretary) and suggest a few names for attending the meeting. The acting up Planner can then indicate whether she thinks this is sensible. I will also keep my manager informed. She may also want to attend.

Ok with approach? Could leave the meeting until later next year, but we still may not be much further forward at the top level and new appointees unlikely to be familiar with air quality requirements.

[REDACTED]
Principal Environmental Officer
Communities Housing and Infrastructure
Business Hub 15
Third Floor South
Marischal College
Broad Street
Aberdeen
AB10 1AB

Email: [REDACTED]
Direct Dial: [REDACTED]
Direct Fax: [REDACTED]

Tel: 03000 200 292
www.aberdeencity.gov.uk

Do you have any feedback on the Environmental Health Service received? The Service would like to hear about what it is doing right and what could be improved. Feedback can be provided through the attached survey link and does not take more than a few minutes to complete.

www.surveymonkey.co.uk/r/EnviroProt

From: [REDACTED]
Sent: 29 November 2016 11:18
To: [REDACTED]
Subject: Air - state of readiness LEZ report - Meeting dates in December

Hi [REDACTED]
At the recent CAFS Governance Group meeting on the 21 November, there was mention of a 'state of readiness' report around identifying the first city in Scotland to take forward an low emission zone by 2018. My director has asked me to prepare this report, in order to provide our Minister with advice on this issue.

To help support this report writing, I would like to meet with officials from environmental health, transport and planning from the four cities (represented on the CAFS Governance Group). My idea would be to run this meeting as a semi-structured interview, based on a series of pre-set questions. I have created a Doodle poll to try and identify which dates would be suitable. **Please can you pass this email onto your transport and planning colleagues.**

Doodle Poll link is shown below:
<http://doodle.com/poll/ewwbievev3q56ea6>

In due course, I will create the pre-set questions and send these onto you.

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA
Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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From: Thomson S (Stephen)
To: [REDACTED]
Subject: Programme for Government - Low Emission Zone - TS Director meeting proposal
Date: 05 December 2016 09:56:00

Dear [REDACTED],

As you may be aware, Programme for Government has stated that we will put in place a low emission zone in Scotland by 2018. In support of this commitment, Transport Scotland are leading on the development of the National Low Emission Framework, which encompasses low emission zone guidance. Our director Hugh Gillies would like to meet with SOLACE (and hopefully also COSLA and SCOTS at the same time) to discuss the issues around transport and low emission zones.

At the moment, the dates that Hugh is free are as follows:

- 22 December after 1400
- 9 January between 1530 and 1700
- 11 January between 1100 and 1230
- 11 January between 1330 and 1500

Are any of these dates suitable for you? If so, I would be looking to set up a meeting in due course. We could host the meeting at Buchanan House in Glasgow, but would be open to meeting perhaps at an alternative venue if this was easier, or set up the meeting via teleconference if need be.

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: Thomson S (Stephen)
To: [REDACTED]
Subject: NLEF and Low Emission Zones - TS Director 121 discussions with SCOTS, COSLA and SOLACE
Date: 09 November 2016 11:30:00

Dear Steven,

As you may be aware, Programme for Government has stated that we will put in place a low emission zone in Scotland by 2018. In support of this commitment, Transport Scotland are leading on the development of the National Low Emission Framework, which encompasses low emission zone guidance. Our director Hugh Gillies would like to meet with SCOTS, COSLA and SOLACE at the same meeting to discuss the issues around transport and low emission zones.

The dates that Hugh Gillies looks to be free are:

- 8 December after 1400
- 21 December after 1000
- 22 December after 1400

Are any of these dates suitable for you? If so, I would be looking to set up a meeting in due course, based on the availability of colleagues from SCOTS, COSLA and SOLACE

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: [REDACTED]
To: [REDACTED]
Cc: Thomson S (Stephen)
Subject: LEZ - Frequently Asked Questions
Date: 19 September 2017 15:31:00
Attachments: [Air - Building Scotlands LEZ Consultation - FAQ Question and Answer - Glasgow - 18 September 2017.docx](#)

Hi [REDACTED]

This is the FAQ for the LEZ Consultation launch. It is focused on SG role but hopefully much of it will be relevant. It is always a work in progress as we try to keep it up to date with emerging issues.

[REDACTED]

[REDACTED]

Environment and Sustainability Manager

Trunk Roads and Bus Operations

[REDACTED]

[REDACTED]

[REDACTED]

Transport Scotland, Buchanan House, 58 Port Dundas Road, Glasgow, G4 0HF

Transport Scotland, the national transport agency

Còmhdaill Alba, buidheann nàiseanta na còmhdaill

From: [REDACTED]
To: [REDACTED]
Cc: Thomson S (Stephen); [REDACTED]
Subject: LEZ - Delivery Group
Date: 26 September 2017 13:56:14

Hi [REDACTED]

We are keen to get some dates in the diary for LEZ Delivery Group meetings over the next few months. Conscious that diaries fill up quickly.

Can you identify some dates that work for GCC attendees? We didn't discuss frequency of meetings last week but perhaps we could try for 3 between now and the end of the year and consider further at that point.

Happy to discuss if you want to give me a call.

Thanks

[REDACTED]

[REDACTED]

Environment and Sustainability Manager

Trunk Roads and Bus Operations

[REDACTED]

[REDACTED]

[REDACTED]

Transport Scotland, Buchanan House, 58 Port Dundas Road, Glasgow, G4 0HF

Transport Scotland, the national transport agency

Còmh dhail Alba, buidheann nàiseanta na còmh dhail

From: Gillies H (Hugh)
To: [REDACTED]
Cc: Thomson S (Stephen) [REDACTED]
Subject: GCC Letter from [REDACTED] (OFFICIAL)
Date: 24 October 2017 12:57:28
Attachments: image001.png

[REDACTED]

Thanks and noted

Hugh

Sent from my BlackBerry 10 smartphone.

From: [REDACTED]
Sent: Tuesday, 24 October 2017 12:08
To: Gillies H (Hugh)
Subject: FW: Letter from [REDACTED] (OFFICIAL)

OFFICIAL

Hugh,

With regard to the attached, I can advise that [REDACTED] and [REDACTED] (City Convener for Sustainability and Carbon Reduction) will be the nominated representatives from Glasgow City Council.

Regards,

[REDACTED]
[REDACTED]
Executive Director (Acting)
Land and Environmental Services
Glasgow City Council
Exchange House
231 George Street
GLASGOW
G1 1RX
Phone - [REDACTED]
Email - [REDACTED]
www.glasgow.gov.uk

From: [REDACTED]
Sent: 27 September 2017 14:48
To: [REDACTED]
Cc: [REDACTED]
Subject: Letter from [REDACTED]

Dear [REDACTED]

Please find attached a letter for your attention from [REDACTED] Cabinet Secretary for the Environment, Climate Change and Land Reform.

Kind Regards,

[REDACTED]

[REDACTED]

Assistant Private Secretary
[REDACTED], MSP Cabinet Secretary for Environment, Climate Change and Land Reform
2N.08 - St Andrews House - Regent Road - Edinburgh - EH1 3DG

[REDACTED]

Email [REDACTED]



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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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From: Thomson S (Stephen)
To: [REDACTED]
Subject: FW: NLEF and Low Emission Zones - TS Director 121 discussions with SCOTS, COSLA and SOLACE
Date: 05 December 2016 09:49:00

Dear [REDACTED]

As you may be aware, Programme for Government has stated that we will put in place a low emission zone in Scotland by 2018. In support of this commitment, Transport Scotland are leading on the development of the National Low Emission Framework, which encompasses low emission zone guidance. Our director Hugh Gillies would like to meet with SCOTS (and hopefully also COSLA and SOLACE) to discuss the issues around transport and low emission zones.

At the moment, the dates that Hugh is free are as follows:

- 22 December after 1400
- 9 January between 1530 and 1700
- 11 January between 1100 and 1230
- 11 January between 1330 and 1500

Are any of these dates suitable for you? If so, I would be looking to set up a meeting in due course. We could host the meeting at Buchanan House in Glasgow, but would be open to meeting perhaps at an alternative venue if this was easier.

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: Scots Secretary [REDACTED]
Sent: 01 December 2016 08:29
To: Thomson S (Stephen)
Cc: [REDACTED]
Subject: RE: NLEF and Low Emission Zones - TS Director 121 discussions with SCOTS, COSLA and SOLACE

Stephen

Apologies for the delay in responding to your email.

Your request for SCOTS participation in discussions on the development of the NLEF was considered at the recent SCOTS Executive Committee and it was agreed that Andy Waddell [REDACTED] and George Eckton [REDACTED] would represent SCOTS in these discussions.

I would be grateful if you contact them direct to arrange a suitable date/time for a meeting.

Regards

[REDACTED]
SCOTS Secretary/Treasurer
Dumfries and Galloway Council

t: [REDACTED]
e: [REDACTED]
w: www.scotsnet.org.uk

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From: [REDACTED]
Sent: 09 November 2016 11:31
To: Scots Secretary
Subject: NLEF and Low Emission Zones - TS Director 121 discussions with SCOTS, COSLA and SOLACE

Dear [REDACTED],

As you may be aware, Programme for Government has stated that we will put in place a low emission zone in Scotland by 2018. In support of this commitment, Transport Scotland are leading on the development of the National Low Emission Framework, which encompasses low emission zone guidance. Our director Hugh Gillies would like to meet with SCOTS, COSLA and SOLACE at the same meeting to discuss the issues around transport and low emission zones.

The dates that Hugh Gillies looks to be free are:

8 December after 1400
21 December after 1000
22 December after 1400

Are any of these dates suitable for you? If so, I would be looking to set up a meeting in due course, based on the availability of colleagues from SCOTS, COSLA and SOLACE

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA
Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

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From: Thomson S (Stephen)
To: [REDACTED]
Subject: FW: Air - state of readiness LEZ report - Meeting dates in December
Date: 21 December 2016 15:18:00
Attachments: Air - CAFS - State of readiness LEZ report - Questions for LAs - 12 December 2016.docx

Dear [REDACTED]

Apologies for the lateness of this email, but I was wondering if you or someone from your team in transport would be able to attend the Low Emission Zone state of readiness meeting that is planned tomorrow at the Council's HQ at 0900.

The questions would benefit from having a holistic perspective from transport, planning and environment, so a representation from transport would be much appreciated. The questions will inform a Ministerial note in early January on the issue of low emission zones, prior to the formal National Low Emission Framework consultation in March.

The questions that will be considered tomorrow are attached.

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: Thomson S (Stephen)
Sent: 12 December 2016 09:06
To: [REDACTED]
Subject: Air - state of readiness LEZ report - Meeting dates in December

Hi [REDACTED]

Looking at the responses to the Doodle survey, meeting in Edinburgh would be best on the 22 December. This was the date that Will Garret and yourself suggested that you were free. In terms of a time slot, would you both be free between 1030 and 1200 to meet at your office?

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: Thomson S (Stephen)
To: [REDACTED]
Subject: Air - state of readiness LEZ report - Meeting dates in December
Date: 29 November 2016 11:17:00

Hi [REDACTED]

At the recent CAFS Governance Group meeting on the 21 November, there was mention of a 'state of readiness' report around identifying the first city in Scotland to take forward an low emission zone by 2018. My director has asked me to prepare this report, in order to provide our Minister with advice on this issue.

To help support this report writing, I would like to meet with officials from environmental health, transport and planning from the four cities (represented on the CAFS Governance Group). My idea would be to run this meeting as a semi-structured interview, based on a series of pre-set questions. I have created a Doodle poll to try and identify which dates would be suitable. **Please can you pass this email onto your transport and planning colleagues.**

Doodle Poll link is shown below:

<http://doodle.com/poll/ewwbievev3q56ea6>

In due course, I will create the pre-set questions and send these onto you.

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: Thomson S (Stephen)
To: [REDACTED]
Subject: Air - state of readiness LEZ report - Meeting dates in December
Date: 12 December 2016 09:23:00

Hi [REDACTED]

Looking at the responses to the Doodle survey, meeting in Glasgow would be best on the 21 December. This was the date that [REDACTED] and yourself suggested that you were free. In terms of a time slot, would [REDACTED] and yourself be free between 0930 and 1100 to meet at your office?

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: Thomson S (Stephen)
To: [REDACTED]
Subject: Air - state of readiness LEZ report - Meeting dates in December
Date: 12 December 2016 09:05:00

Hi [REDACTED]

Looking at the responses to the Doodle survey, meeting in Edinburgh would be best on the 22 December. This was the date that [REDACTED] and yourself suggested that you were free. In terms of a time slot, would you both be free between 1030 and 1200 to meet at your office?

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

Building Scotland's Low Emission Zones Consultation Frequently Asked Questions

Cleaner Air for Scotland and Low Emission Zones

What is the Programme for Government commitment to LEZs?

With partnership with local authorities, we have committed to introducing Low Emission Zones (LEZ) into Scotland's four biggest cities between 2018 and 2020, and into all other Air Quality Management Areas (AQMAs) by 2023 where the National Low Emission Framework appraisals advocate such mitigation.

Purpose of this consultation

What is the purpose of this consultation?

The consultation paper aims to set out the proposed arrangements and options to deliver consistent, well-designed and managed LEZs.

Air quality in Scotland

How poor is the air quality in Scotland?

We are meeting both domestic and European air quality targets across much of Scotland, and we have progressively reduced air pollution in Scotland over recent years, but poor air quality – predominantly caused by road transport – remains an issue at a number of hotspots in our towns and cities. We have set more stringent air quality targets than the rest of the UK. Scotland is the first country in Europe to legislate for particulate matter 2.5 – a pollutant of special concern for human health.

Is progress being made to improve Scottish air quality?

Over the last 2-3 years, monitoring data shows that there has been a general downward trend in pollutant levels over most of the 39 Air Quality Management Areas (AQMAs) in 14 local authority areas. This suggests that action plan measures - containing a comprehensive range of measures to improve local air quality - in conjunction with central government policies, are having a positive effect. The Scottish Government will continue to work closely with local authorities to maintain this trend and bring pollutants below objective levels in as many places as possible, allowing AQMA revocations to be implemented.

What are the Scottish Government's views on the submissions to the ECCLR Committee Air Quality in Scotland Inquiry?

The Air Quality in Scotland Inquiry has just closed its call for evidence, with the ECCLR Committee due to meet to discuss the findings later this year.

Air pollution and health

How does air quality impact on health?

Transport-related air pollution caused by fine particulate matter (PM_{2.5} and PM₁₀) and gases such as nitrogen oxides (NO_x) impact on human health. Air pollution can have a particular impact on the very young and old, and those with existing respiratory and cardiovascular conditions, where air pollution can exacerbate existing health

conditions (especially heart disease and respiratory illnesses) of vulnerable individuals.

Who's health is affected most by air pollution?

Air pollution is a health inequalities and social justice issue, given that vulnerable groups are disproportionately affected. There is a positive relationship between air quality and social deprivation, with the most socially deprived communities more likely to receive a disproportionate share of poor air quality.

How many people in Scotland are affected by air pollution?

In 2010, the UK Government Department of Health's expert advisory committee, the Committee on the Medical Effects of Air Pollution (COMEAP) produced estimates of the burden of added mortality associated with ambient fine particulate pollution at UK level. COMEAP estimate that poor air quality shortens average life expectancy in Scotland by 3-4 months (compared to 6-7 in England and Wales), although vulnerable groups are disproportionately affected.

What is a LEZ and do they improve air quality?

What is a Low Emission Zone (LEZ)?

LEZs are a form of Vehicle Access Regulation Scheme which set an environmental limit on certain road spaces, to improve air quality by allowing access to only the cleanest vehicles, particularly at locations where there is public exposure. LEZs help to accelerate the move to lower emission vehicles and encourage earlier renewal of the fleet.

Do LEZ's improve air quality?

LEZs can be a viable option to improve air quality. Recent academic studies such as the Airuse project found that LEZ outcomes are highly dependent on the scale, operational scope and traffic data robustness, along with the variable air quality issues that particular cities or countries are trying to address.

German researchers have found that German LEZs reduced average PM levels by about 4%. When the Berlin LEZ was introduced over two stages, it resulted in a 7-10% reduction in NO_x, with traffic adjusted black carbon concentrations decreasing by 14-16%. Overall, a 4% reduction in NO_x concentrations was achieved across 17 German cities with LEZs. Across other European Cities, PM10 was reduced by 4% in Milan, 1-2% in Hanover, 2-4% in the Rhur area of Germany, with reductions in PM10 also detected at 22 out of 29 monitoring sites in Baden in 2008, albeit with meteorological factor contributions. However LEZs in 11 Dutch cities and London did not impact on NO₂ concentration.

First LEZ in Scotland ?

Where will the first early adopter LEZ by 2018 be located?

Glasgow City Council and City of Edinburgh Council have formally stated to Scottish Ministers that they intend to deliver a low emission zone in their city. The Programme for Government has committed to introduce Low Emission Zones into Scotland's four

biggest cities by 2020. The existing PfG commitment to put in place the first LEZ by 2018 is still valid.

When will the first LEZ be put in place?

We will work with first adopter local authority to put in place the first LEZ by the end of 2018, with a focus on the development of design, technology and monitoring elements during 2018.

LEZs in Scottish Air Quality Management Areas by 2023

Will all Scottish Air Quality Management areas get a LEZ by 2023?

Not necessarily. We have committed to introduce LEZs into all other Scottish Air Quality Management Areas by 2023 where the National Low Emission Framework appraisals advocate such mitigation. This means that the NLEF appraisal will be undertaken, and LEZs will only be recommended for implementation where the appraisal shows that LEZs are a sensible tangible solution to improve air quality. If the NLEF appraisals suggest other forms of transport based mitigation outwith NLEF, then these actions will be supported by a new Air Quality Fund.

What is the Air Quality Fund?

The National Low Emission Framework appraisals may identify one or more non-LEZ actions that could reduce air pollution from traffic. The new Air Quality Fund will support local authorities with Air Quality Management Areas to deliver these transport-specific actions. This funding will be in addition to the existing funding already provided to local authorities via the Local Air Quality Management process.

Primary LEZ objective

Why are we creating LEZ?

The key design objective of a LEZ is to accelerate the move to low emission vehicles, and encourage modal shift, thereby improving air quality in the areas as soon as possible. The Scottish Government has proposed that the primary objective of LEZs in Scotland will be to support the achievement of Scottish Air Quality Objectives that focus on nitrogen dioxide and particulate matter.

LEZ Euro emission standard criteria and vehicle scope

What is a Euro emission standard ?

The Euro emission standards are an indication of the Nitrogen Dioxide emissions from a vehicle exhaust. They use Arabic (Euro 5, Euro 6 for cars) and Roman (Euro V, Euro VI for commercial vehicles) numbering to classify the emission standard.

Why use Euro emission standard to categorise vehicles for a LEZ?

Most European LEZs adopt the Euro-emission engine classification known as the Euro standards to set out minimum mandatory standards that vehicle types must comply with, if they are indeed included in a LEZ scope e.g. entry into the LEZ is based on the type approval emission rating of a vehicle. Vehicles manufactured in 2017 must meet the Euro VI/6 standard.

What will the Euro standards be for vehicles to enter a LEZ?

The Scottish Government proposals for the minimum mandatory Euro emission standards for Scottish LEZs across all vehicle types are as follows:

Vehicle Type	Euro Emission Standard
Bus	Euro VI (+ retrofitted engines up to Euro VI)
Coach	Euro VI (+ retrofitted engines up to Euro VI once the technology becomes available)
Minibus	Euro 6 (diesel) Euro 4 (petrol)
Taxi and Private Hire	Euro 6 (diesel) Euro 4 (petrol)
HGV	Euro VI
Large van	Euro 6 (diesel) Euro 4 (petrol)
Small van and light commercial	Euro 6 (diesel) Euro 4 (petrol)
Cars	Euro 6 (diesel) Euro 4 (petrol)
Motorcycles and mopeds	Euro 3

How do I find out the Euro category of my car?

The Euro category of a vehicle in the UK can be checked.

The Scottish Government are exploring the potential for a vehicle database to check a vehicle against the proposed Scottish LEZ Euro standards. It would be similar to the TfL approach, as noted at:

<https://tfl.gov.uk/modes/driving/ultra-low-emission-zone/check-your-vehicle>

Would most cars not be compliant with the Scottish LEZ Euro standards, because Euro 6 diesel car engines only came in to being in 2014?

This is not correct. The dates for Euro standards for cars are available on the RAC website at <https://www.rac.co.uk/drive/advice/know-how/euro-emissions-standards/>. Euro 6 for **diesel car** engines came into being in 2014. The consultation notes that the proposed minimum standards for petrol cars is Euro 4, which can into being in 2005, so to state that ‘...most cars would not be compliant’ is not accurate. The ClimateXChange report presented at this year’s STAR conference, at the following link: <http://www.starconference.org.uk/star/2017/Morton.pdf>, provided the following data on this point, highlighting that more than 50% of private cars on the road today would be compliant, and this is not taking into account (a) a local authority actually deciding to include private cars in a LEZ and (b) a possible lead-in time which will be confirmed following feedback from the consultation.

Table 2: The number of private cars not compliant to Euro 6 diesel and Euro 4 petrol European Emission Standards by Scottish city			
City	Diesel Cars	Petrol Cars	Combined Percent
Aberdeen City	28,481	13,842	47.4%
Dundee City	14,681	10,175	49.4%
Edinburgh City	47,852	36,083	51.9%
Glasgow City	51,177	32,055	49.4%

Would all diesel and petrol family cars prior to January 2005 be affected by the proposed Scottish LEZ Euro standards?

Yes

Will the first LEZ cover all vehicles including private cars?

The Scottish Government are not proposing to define specific vehicle types to be included in a LEZ. Rather, a local authority would make a decision on which vehicle types (including private cars) to be included in a LEZ.

What is the approximate proportion of vehicles on Scotland's roads that meet the emission standards in table 2 on p20 of the consultation?

ClimateXChange have provided the Scottish Government with a report on 'Car European Emission Standards across Scotland's Main Cities' which provides an indication of the number of private cars not compliant to Euro 6 diesel and Euro 4 petrol European Emission Standards by Scottish city. The ClimateXChange report was also presented at this year's STAR conference, at the following link:

<http://www.starconference.org.uk/star/2017/Morton.pdf>

The bus fleet mix is being collated by the Confederation of Passenger Transport, who have suggested such data:

Euro Standard	% of fleet across 14 major operators as of July 2017
Euro II	3.50%
Euro III	27.70%
Euro III SCRT Upgrade	0.60%
Euro IV	12.90%
Euro V	34.70%
Euro V EEV	1.60%
Euro V Hybrid	2.20%
Euro VI	13.30%

Euro VI Hybrid	2.50%
Other (Specify)	0.90%

Are the Scottish Government trying to establish which vehicles are the highest polluting vehicles, doing the most mileage in the most polluted areas?

Yes, we agree that this is a sensible approach. We have collected, and continue to collect, traffic data from major Scottish cities such as Glasgow, Edinburgh, Aberdeen and Dundee. The data from Glasgow, Edinburgh and Aberdeen is currently being reviewed, with the data in Edinburgh to be collected. This data will be used as the basis for city-specific air quality model development.

LEZ scheme founding principle: Charging versus Penalty

Will the LEZ be based on road charging or penalties?

It is not Scottish Government policy to adopt road charging and we are not proposing road charging for LEZs. The Scottish Government's preference would be a road access restriction scheme for LEZs. This would mean that where vehicles do not meet LEZ Euro emission standards (and do not meet LEZ exemptions), they would not be allowed to enter a LEZ, and would be subject to a penalty if they entered the LEZ.

How will the Scottish Government choose which vehicles will be allowed in the LEZ?

The Scottish Government are not proposing to define specific vehicle types to be included in a LEZ. Rather, the decision on all vehicle types to be included in a LEZ should only be decided once (i) an air quality model has been completed, to inform the development of (ii) compelling reasons for certain vehicle types to be included in a LEZ via the National Low Emission Framework (NLEF).

LEZ hours of operation

What will be the operational hours of a LEZ?

The key consideration is whether local authorities should have discretion to vary LEZ operating times to suit local conditions, or whether Scotland-wide LEZ operating times would be consistent. The Scottish Government preference would be for LEZs to operate continuously, 24 hours a day, seven days a week, all year round.

Why are the Scottish Government proposing operational hours over 24 hours rather than 8 hours during the day?

Operating a LEZ 24 hours a day will provide the best opportunity for the 24 hour mean Scottish air quality objective values for nitrogen dioxide and particulate matter to be met.

Enforcement and Vehicle Detection

How will the Scottish Government decide which areas are restricted?

The LEZ area chosen depends on a number of factors including the magnitude of the contribution of traffic – and particular vehicle types – to the urban background, the city's road network and administrative boundaries.

Is the Scottish Government going to introduce road charging for LEZs?

No. Our focus is on creating a national penalty scheme for LEZs, which could be set at a standard rate for all vehicles, or a variable rate depending on vehicle class. Penalties could be set within bands with upper and lower limits, and could vary across different classes of vehicles.

How will non-compliant vehicles that enter a LEZ be detected?

Automatic Number Plate Recognition (ANPR) cameras linked to a national vehicle licencing database could be used to monitor vehicles entering a LEZ. This would offer a higher detection rate than manual detection which would require physical resources to operate.

Exemptions

Will some vehicles be exempt?

Certain vehicle types and classes could be exempt from the LEZ emission criteria across all Scottish LEZs in a consistent manner, once a lead-in period or sunset period has passed. The exemptions will be confirmed once the consultation has closed, and the feedback from consultees has been reviewed.

Lead-in time and sunset period

How will the Scottish Government determine the lead-in time and sunset period?

The lead-in time would commence once a specific LEZ design was published. Lead-in periods would be set in a manner which did not disincentivise a fleet operation from adopting ultra-low carbon (or zero) emission vehicles.

Sunset periods offer a period of time for vehicles operating from a commercial base or residential property within a LEZ boundary to ensure that their vehicle complies with the suggested LEZ Euro emission standards.

Alternative engine technology and retrofitting

How will the Scottish Retrofit Centre work?

We will work with the commercial and bus sectors, the Energy Saving Trust and the Low Carbon Vehicle Partnership to introduce an Engine Retrofitting Centre. The Centre will support the delivery of LEZs, by supporting the creation of new jobs and winning business from outwith Scotland. We are not proposing a standalone physical Centre, as the actual engineering works can be undertaken at existing bus depot garages. The focus of the Engine Retrofitting Centre will be around securing

sufficient resource from the retrofitting industry to support Scotland in the transition of buses to Euro VI as required.

Will grants be available for the retrofitting of taxis?

The proposal just now is that grants will focus on buses. However, the consultation is seeking to obtain opinions to inform our policy, so if the feedback highlights that retrofitting for taxi's is a priority, then the grant proposal may widen in scope.

Funding

How much funding will be Scottish Government provide to support local authorities and businesses prepare for LEZs?

The Scottish Government will be considering the required level of new funding for LEZs during the 2018/19 Spending Review budget process.

How much will LEZs cost and how will they be funded?

Transport Scotland commissioned an estimate of costs for a small, medium and large LEZ, based on traffic data in Glasgow collected by Transport Scotland in tandem with bus fleet data provided by Strathclyde Partnership for Transport (SPT). A LEZ of 0.5km² in size may cost approximately £3.4m, and a LEZ of 3.0km² may cost up to £14.9m in year 1 to design and build. The estimated costs ultimately vary depending on the LEZ size and the scope of vehicles included in the LEZ by the local authority.

What funding does the Scottish Government already provide on air quality?

The Scottish Government already provides local authorities with grant funding up to £3 million per year to cover air quality monitoring, managements, annual reporting and small scale mitigation, but this funding is not associated with LEZ delivery. Transport initiatives have delivered 1200 electric vehicle charging bays & over £14.5 million funding via the Green Bus Fund to introduce more than 300 low emission buses to the Scottish fleet.

Measuring LEZ effectiveness

How will the effectiveness of LEZs be measured?

The Scottish Government proposal is to utilise the existing network of air quality sensors and diffusion tubes, in tandem with the National Modelling Framework datapoints, to evaluate the effectiveness of LEZ actions.

Communications

How will the Scottish Government ensure that the public is kept aware of the introduction of LEZs in their area?

The Scottish Government proposal is to use the Scottish Air Quality website as the central hub for information related to LEZs. Existing services such as Traffic Scotland, Traveline Scotland and local authorities will be utilised in tandem with

Social Media, traditional press, radio advertising, school education campaigns and periodic conference, seminar and workshops events.

What other organisations have been involved in the preparation of this consultation?

The Scottish Government has actively engaged with the following:

- Convention of Scottish Local Authorities (COSLA)
- Local authorities throughout Scotland
- Regional Transport Partnerships (RTPs)
- Society of Chief Officers for Transportation in Scotland
- Traffic Commissioner for Scotland
- Federation of Small Businesses
- Freight Transport Association
- Road Haulage Association
- Confederation for Passenger Transport
- Business organisations
- Planning groups
- Non-governmental organisations

Multiple benefits associated with improvements to air quality

What other complementary measures will work in partnership with LEZs?

LEZs are an important action to reduce air pollution, but they must work in partnership with the existing transport-focused mitigation already set out in Local Air Quality Management (LAQM) actions plans. It is vital that LEZs are included within planning decision making.

Air pollution and climate change

Will LEZs help to mitigate climate change emissions?

There are clear interlinkages between air quality and climate change policy. Whilst we work in partnership with local authorities to establish LEZs in Scotland's four biggest cities, we will also work with local authorities, regional transport partnerships and other partners and stakeholders to evaluate the scope for urban-wide low emission zones with a specific focus on climate change (CO₂) emissions.

Air pollution and congestion

Why is tackling congestion important in relation to air quality?

Recent research has found that halving of average city traffic speeds can lead to a 50% increase in NO_x emissions from larger vehicles. The provision of new traffic regulation conditions by the Traffic Commissioner for Scotland for LEZs will be informed by the demonstration of congestion management actions within the LEZ design. The Scottish Government proposal is to incorporate congestion management into all stages of LEZ design and operation.

Responding to the consultation

How do people respond to the consultation?

Responses can be made online via the Scottish Government's consultation hub, Citizen Space, or can be emailed to lezconsultation@transport.gov.scot. Responses can also be posted Transport Scotland. :

When will the response to the consultation be published?

The consultation will close on the 28 November. We will aim to publish our response and analysis to the consultation within 20 working days of the consultation closing.

Trunk Road and Bus Operations

Buchanan House, 58 Port Dundas Road, Glasgow G4 0HF
Direct Line: [REDACTED]
[REDACTED]



TRANSPORT
SCOTLAND
CÒMHDHAIL ALBA

David Martin
Chief Executive
Dundee City Council
Floor 2,
21 City Square,
Dundee
DD1 3BD

Our ref:
LEZ/Dundee/01

Date:
14 September 2017

Dear David,

We want to improve the environmental quality of areas where air pollution exists. To support this, the Scottish Government's Programme for Government commits to the introduction of Low Emission Zones (LEZ) into Scotland's four biggest cities between 2018 and 2020.

We would be keen to meet with Dundee City Council officials as soon as possible, to explore how we can work together to support the establishment of a LEZ within Dundee.

On the basis that you are agreeable to a meeting, I would be grateful if you could contact my office to allow suitable arrangements to be made.

I look forward to your reply.

Yours sincerely

Hugh Gillies



Trunk Road and Bus Operations

Buchanan House, 58 Port Dundas Road, Glasgow G4 0HF
Direct Line: [REDACTED]



Angela Scott
Chief Executive
Aberdeen City Council
Marischal College
Broad Street
Aberdeen AB10 1AB

Our ref:
LEZ/Aberdeen/01

Date:
14 September 2017

Dear Angela,

We want to improve the environmental quality of areas where air pollution exists. To support this, the Scottish Government's Programme for Government commits to the introduction of Low Emission Zones (LEZ) into Scotland's four biggest cities between 2018 and 2020.

We would be keen to meet with Aberdeen City Council officials as soon as possible, to explore how we can work together to support the establishment of a LEZ within Aberdeen.

On the basis that you are agreeable to a meeting, I would be grateful if you could contact my office to allow suitable arrangements to be made.

I look forward to your reply.

Yours sincerely

Hugh Gillies

NLEF – a transport-focused, science-led, evidence based appraisal process to enable Local Authorities and partners to justify the business case for, and implement, a range of air quality improvement options related to transport (and associated land use).

NLEF (working closely with the development of the NMF) will be delivered by the following actions defined in the Cleaner Air for Scotland (CAFS) Strategy

LP10 - the NLEF criteria, tests, and processes will be developed, agreed, and finalised.

LP11 - standard appraisal process will be designed and implemented for assessing local air quality measures.

LP12 - Develop the software tools and associated guidance for the NLEF, including funding options and technical reports that will underpin the evidence on effectiveness of options.

1 Executive Summary

1.1 Key progress is as follows.

- Document structure and deliverables defined and document production well underway.
- Transport Scotland Director level involvement in delivery and wide cross Transport Scotland support is secured.
- Continuing engagement on existing funding streams, policies, and overall budget case being developed.
- Further range of meetings with key stakeholders have been held including meetings with heads of transport, planning, and policy of all five major cities (Aberdeen, Dundee, Edinburgh, and Glasgow).
- Continuous engagement with Ministers held on state of readiness.
- NMF NLEF Interlinkages well developed following an all-day workshop with transport, planning, and policy professionals, and two NMF NLEF interlinkage meetings.
- The latest programme is attached in Appendix B.

1.2 Key Tasks for January

- Issue state of readiness report to Ministers.
- Develop the key objectives of NLEF and issue for discussion and comment to the NLEF

Steering Group.

- Continue engagement with key stakeholders to identify challenges and support required.
- Prepare for NLEF workshop In January.

2 NLEF Programme and Progress

2.1 Support Services

- Atkins and support team now fully engaged on delivering NLEF support (Clare Beattie, Sam Pollard, Paul Taylor, and Tamsin Macmillan leading on authoring text).
- Wider team involves specialists on air quality, transport, policy, economics, and climate change providing additional further input and review.
- Additional NLEF team support and advice is provided by Energy Saving Trust, Climate Change, and wide links to existing organisations and engagement.
- Weekly catchups with the NLEF delivery team are continuing to review progress. Other team members will be brought on board as the document develops in detail during January and February.

2.2 Develop Guidance Documents

- The NLEF Appraisal Guidance headings are described in Appendix A. The shape and style of the document will be similar to the Scottish Transport Appraisal Guidance.
- Detailed document development has begun with a note on the following to be provided for the NLEF Steering Group meeting in January.
 - Working titles and contents of each section.
 - Relationship of the document to existing documents.
- Key Papers to support the shaping of the document, and questions to be answered at the forthcoming workshop in January are underway (listed in the table below).

#	Title	Background
1	Legislation	Appraises existing Acts, Guidance, and Policy, and evidence papers.

#	Title	Background
2	Funding	Reviews existing funding and provides commentary on how this can be aligned to NLEF appraisal.
3	Objectives	Reviews existing Scottish Government, Transport Scotland, UK Government, and EU objectives, and provides background on these to define NLEF objectives.
4	Governance	Reviews recent discussion with Local Authorities and other stakeholders, compares existing frameworks, and provides advice on NLEF delivery support structure.
5	Tools	Description of cost benefit analysis tools.

- An Interim Advice Note (IAN) is being prepared to provide advice on how Local Authorities and their partners, who are considering a 2018 LEZ, should prepare their business case for June 2018 progress reporting while NLEF is under development. This will be discussed at the January workshop.

2.3 January Workshop

- Transport Scotland have arranged an all day workshop to seek technical input on the draft version of the National Low Emission Framework (NLEF), and to discuss the opportunities for cross professional working on delivery of Vehicle Access Regulation Schemes.
- Delegates (60 to 70 planned) will include Practitioners from the Transport, Planning, Policy, Environmental Health, and Public Transport professions involved in delivering Vehicle Access Regulation Schemes under the new National Low Emission Framework.
- The Workshop will:
 - Provide stakeholders with an update on NLEF guidance and tool

development prior to the formal consultation process in early Spring.

- Seek stakeholder views on the following.
 - (i) the draft guidance detail.
 - (ii) their expectations, needs and wants regarding NLEF.
- Support the identification of early adopter(s) for LEZ(s) to be put in place by 2018.

2.4 Integration with NMF and UK Approaches

- Transport Scotland continue to meet with DEFRA DfT on their Clean Air Zone approach approach.
- Modelling of all four major Scottish cities is underway (Aberdeen, Dundee, Edinburgh, and Glasgow). The outputs from the models, together with other data from ClimateXChange, and Energy Saving Trust, will assist in preappraisal and in NLEF assessment.
- An all-day workshop with transport, planning, and policy professionals has been held to discuss how the NMF can provide evidence for the NLEF.
- Two NMF NLEF interlinkage meetings have been held to discuss how the NMF evidence can support NLEF business case development. Key outcomes from this are as follows.
 - Atkins are reviewing the NMF functionality, based on the Aberdeen report, to evaluate how the NMF can be used in NLEF appraisal.
 - Transport Scotland are providing a note of scenarios to be costed as part of developing a business case for NLEF funding support.
 - Atkins are summarising the key pollutants and traffic data outputs required from the NMF, together with the spatial and temporal detail required, to allow then to develop a cost and benefit analysis spreadsheet for each appraisal stage.
 - Consideration is being given to including CO2 calculation in the regional NMF.
 - TS to consider a brief under their Environmental Framework Contract to

assess the range of transport models available, and way to develop links with the NMF and the NLEF.

- Transport Scotland are currently tendering a contract to provide specialist data collection services and analysis to support the NMF and the NLEF.

#	Organisation	Topic
1	SG Legal Directorate	Engagement on the robustness of current legislation to support LEZ implementation, such as Trunk Road Orders
2	SEA Team	SEA application to LEZ delivery.

2.5 Other Events and Supporting Research

- East Central Scotland vehicle emission partnership are continuing to develop a trial of EDAR remote sensor tail pipe emission testing, with anticipated start in Spring 2017. A range of organisations, including DfT DEFRA, TfGM, and TfL have expressed interest in this project. Anticipated outcomes are as follows.
 - Gather tail pipe data of significant number of vehicles.
 - Develop and deliver key messages to most polluting vehicles.
 - Evaluate long term messages to deliver on most polluting vehicles.
 - Evaluate use of such techniques as part of LEZ and CAZ management.

2.7 Budget

- Transport Scotland, in conjunction with Atkins, is preparing a detailed business case for low-emission zone funding. The business case will outline the scale and scope of funding that will likely be required to implement low emission zones in Scotland from late 2018 onwards. This information will be presented to a TS Investment Decision Making Board in early 2017.

2.6 Delivery groups and wider engagement

- Key to delivering NLEF is linking to existing LAQM and other schemes, engaging directly with the transport and planning professions, and supporting the development of collaborative groups to build a business case for NLEF options.
- Transport Scotland and Scottish Government Officials met with Ministers to discuss the challenges and state of readiness to meet the Programme for Government commitment to "With the help of local authorities, we will identify and put in place the first low emission zone by 2018, creating a legacy on which other areas can build.
- A series of internal meetings with Scottish Government colleagues are continuing on the following.

3 Steering Group

3.1 Purpose

- The purpose of the National Low Emission Framework (NLEF) Steering Group is to contribute to and support Transport Scotland in the development and delivery of the NLEF process.
- Terms of Reference for the NLEF Steering group have been developed and issued.

3.2 Membership

- Total number of the group was originally envisaged to be to be around 8 to 10.
- Membership will be developed as the delivery programme progresses and input from other organisations will be explored during the life of the project.
- The current membership of the NLEF Steering Group (14) is shown in the table below.

#	Name	Organisation
1	[REDACTED]	Scottish Environment Protection Agency (SEPA)
2	[REDACTED]	Aberdeen City Council
3	[REDACTED]	City of Edinburgh Council
4	[REDACTED]	Energy Saving Trust
5	[REDACTED]	SESTRAN
6	[REDACTED]	Transport Scotland
7	[REDACTED]	Strathclyde Partnership for Transport (SPT)
8	[REDACTED]	Freight Transport Association
9	[REDACTED]	Glasgow City Council
10	[REDACTED]	ClimateXChange
11	[REDACTED]	Scottish Government
12	[REDACTED]	Atkins

#	Name	Organisation
13	Stephen Thomson	Transport Scotland
14	[REDACTED]	Dundee City Council

3.3 Date of Next meetings

Meetings will be arranged monthly, as required, to coordinate progress. The next meetings are currently arranged for 1 February, and 1 March.

Appendix A – NLEF Appraisal Document Progress

Section	No	No	Working Title	% Comp	
Foreword	(i)	(i)	Ministerial statement	5	Feb-17
Non Technical Summary	(ii)	(ii)		5	
Introduction	1.1		What is NLEF, where should it be used	5	NOW
	1.2		The Background / Philosophy for NLEF	5	NOW
	1.3		Using NLEF: The Structure of the Document	5	NOW
Objectives Aims Roles and Responsibilities	2.1		Terminology	75	30 November 2016
	2.2		Aims/Objectives by NLEF Stage	75	30 November 2016
	2.3		NLEF appraisal in context (LAQM, CAFS, STAG)	75	30 November 2016
	2.4		Roles and Responsibilities (summary)	75	30 November 2016
	A2.1		QARR detail, including detail behind 2.1 to 2.4	75	30 November 2016
Appraisal Procedure	3.1		Emissions Criteria Selection		
	3.1.1		How to select from available mitigation for NLEF	0	31 December 2016
	3.1.2		NLEF related emission standards by vehicle type	30	31 December 2016
	A3.1		Detailed Guidance - emission standard setting	0	31 December 2016
	3.2		Stage 0 Pre-appraisal		
	3.2.1		Step by step (summary)	30	30 November 2016
	3.2.2		Data needs	0	30 November 2016
	3.2.3		Criteria for go/nogo	0	30 November 2016
	3.2.4		Cost-benefit analysis	25	31 December 2016
	3.2.5		reporting needs	80	30 November 2016
	A3.2		Detailed Guidance - detailed methodology for Stage 0	80	31 December 2016
	3.3		Stage 1 Initial Appraisal		
	3.3.1		Step by step (summary)	0	31 January 2017
	3.3.2		Data needs	5	31 January 2017
	3.3.3		Criteria for go/nogo	0	31 January 2017
	3.3.4		Cost-benefit analysis	10	28 February 2017
	3.3.5		Reporting needs	0	31 January 2017
	A3.3		Detailed Guidance - detailed methodology for Stage 1	0	28 February 2017
	3.4		Stage 2 Detailed Appraisal		
	3.4.1		Step by step (summary)	0	
	3.4.2		Data needs	5	31 January 2017
	3.4.3		criteria for go/nogo	0	31 January 2017
	3.4.4		cost-benefit analysis	10	28 February 2017
	3.4.5		reporting needs	0	31 January 2017
	A3.4		Detailed Guidance - detailed methodology for Stage 1	0	31 January 2017
	3.5		Stage 3 Monitoring, Managing and Evaluation Stage		
	3.5.1		step by step (summary)	0	28 February 2017
	3.5.2		data needs	0	28 February 2017
	3.5.3		MME criteria	0	28 February 2017
	3.5.4		reporting needs	0	28 February 2017
	A3.5		Evidence Base - requirements for Stage 4	0	28 February 2017
	A3.6		Detailed Guidance - Cost Benefit Analysis & Tool	0	28 February 2017
Implementation & Enforcement	4.1		Enforcement		
	4.1.1		Options for enforcement (examples from elsewhere)	0	31 January 2017
	4.1.2		Technical issues/options in enforcement	0	31 January 2017
	4.1.3		Legislative options/routes for enforcement	0	31 January 2017
	4.2		Implementation		
	3.5.1		step by step (summary)	0	28 February 2017
	3.5.2		data needs	0	28 February 2017
	3.5.3		reporting needs	0	28 February 2017
	A4.1		Detailed Guidance - requirements for Stage 3	0	28 February 2017
	A4.2		Evidence Base for Enforcement	0	31 January 2017
Legislation	5		Legislative Routes for Implementation	75	30 November 2016
Funding and Costs	6.1		Scottish funding sources	75	30 November 2016
	6.2		UK/European funding sources	0	31 December 2016
	6.3		Compliance Costs (Stage1 initial appraisal)	0	31 December 2016
	6.4		Implementation Costs	0	31 December 2016
	6.5		Incentives	0	31 December 2016
	A6.1		Further detail on Funding / Incentives	0	31 December 2016

National Low Emission Framework workshop - Detail, Process, Delivery



At the Dovecot Studios,
10 Infirmary Street,
Edinburgh, EH1 1LT, an
accessible venue at the
heart of Edinburgh's
historic Old Town, only
a 10 minute walk from
Waverley Station.

Monday

30

January

2016

10:00 to 16:00

Transport Scotland have arranged this all day workshop to seek technical input on the draft version of the National Low Emission Framework (NLEF), and to discuss the opportunities for cross professional working on delivery of Vehicle Access Regulation Schemes.

Who should attend: Practitioners from the Transport, Planning, Policy, Environmental Health, and Public Transport professions involved in delivering Vehicle Access Regulation Schemes under the new National Low Emission Framework.

To register, visit the Eventbrite link at:

<https://www.eventbrite.co.uk/e/national-low-emission-framework-workshop-tickets-30485535056>

The Workshop will:

- **Provide stakeholders with an update on NLEF** guidance and tool development prior to the formal consultation process in early Spring.
- **Seek stakeholder views** on the following.
 - (i) the draft guidance detail.
 - (ii) their expectations, needs and wants regarding NLEF.
- **Support the identification of early adopter(s)** for LEZ(s) to be put in place by 2018.

Agenda			
09:00	Registration, Tea and Coffee	60 minutes	Output
Session 1 - Setting the Scene		60 minutes	Key questions to answer during the day
10:00	Introduction to the National Low Emission Framework (NLEF), what it is, how it does it (Stephen Thomson, Transport Scotland)		
10:10	Objectives, Aims, Roles, and Responsibilities of NLEF, the key principles, [REDACTED] Transport Scotland)		
10:25	Legislation associated with NLEF, ([REDACTED] Transport Scotland)		
10:40	Questions and Answers, plenary focussed discussion		
11:00	Tea and coffee	15 Minutes	
Session 2 - Session 2.1, NLEF Guiding Principles, and Session 2.2 Assessment Procedure Criteria and Measures		85 minutes	Key points to be included in NLEF update
11:15	Outline, goals and objectives, summary for Session 2.1 and Session 2.2 breakout group discussion		
11:20	Discussion in breakout groups , (Session 2.1, then Session 2.2)		
12:20	Feedback and data capture from breakout groups, group summary of key points from each Session		
12:40	Lunch	40 Minutes	
Session 3 - Session 3.1, Mitigation Options, Emission Criteria, and Measures), and Session 3.2, Enforcement		85 minutes	Key points to be included in NLEF update
13:20	Outline, goals and objectives, summary for Session 3.1 and Session 3.2 breakout group discussion		
13:25	Discussion in breakout groups, (Session 3.1, then Session 3.2)		
14:25	Feedback and data capture from breakout groups, group summary of key points from each Session		
14:45	Tea and coffee	15 minutes	
Session 4 - Session 4, NLEF Governance and delivery		60 minutes	Key points from the day, and next steps
15:00	Outline, goals and objectives, summary for Session 4 breakout group discussion		
15:05	Discussion in breakout groups, (Session 4)		
15:30	Feedback from breakout groups, group summary of key points from Session		
15:40	Summary, next steps and reflections, plenary chaired discussion on key findings and actions		
16:00	Close and Acknowledgements (Stephen Thomson, Transport Scotland)		

From: [REDACTED]
To: [REDACTED]
Subject: CAFS GG: Papers for meeting 7 March 2017
Date: 06 March 2017 12:06:37
Attachments: [NLEF January Briefing Note - 6 March 2017.docx](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image009.jpg](#)
[image010.jpg](#)

Dear all,

Further to the CAFS GG meeting tomorrow, please find attached an NLEF Briefing Note for March.

[REDACTED]
Senior Environmental Engineer

Environment and Sustainability Branch

Trunk Road and Bus Operations Directorate
[REDACTED]
[REDACTED]
[REDACTED]

Transport Scotland, Buchanan House, 58 Port Dundas Road, Glasgow, G4 0HF



Transport Scotland, the national transport agency
Còmhdaill Alba, buidheann nàiseanta na còmhdaill

From: [REDACTED]
Sent: 01 March 2017 12:52
To: [REDACTED]
[REDACTED]
[REDACTED]

Subject: CAFS GG: Papers for meeting 7 March 2017

Dear all,

Please see papers attached for the CAFS Governance Group meeting on Tuesday 7 March at
Forth Valley College, Stirling Campus, Drip Road, Stirling, FK8 1SE, not far from the SEPA

office. Please note this postcode may take you to the Raploch Community Campus, rather than Forth Valley College, which is situated further along Drip Road, next to Kildean Road and the Highland Gate restaurant <https://www.forthvalley.ac.uk/about-us/getting-here/stirling-campus/>.


There may be some further papers for the meeting circulated prior.

Kind Regards,
Eleanor

Senior Policy Officer
National Operations Air Quality and Energy Unit
SEPA
www.sepa.org.uk

Direct Dial: [REDACTED]
Mobile: +44 [REDACTED]
Switchboard: +44 (0)1786 457700
Fax: +44 [REDACTED]

**Scottish Environment Protection Agency, Silvan House, 231 Corstorphine Rd, Edinburgh,
EH12 7AT**

 **SAVE PAPER** - Please do not print this e-mail unless absolutely necessary
1 ream of paper = 6% of a tree and 5.4kg CO2 in the atmosphere
3 sheets of A4 paper = 1 litre of water

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For more information please visit <http://www.symanteccloud.com>

This email has been received from an external party and

has been swept for the presence of computer viruses.

NLEF – a transport-focused, science-led, evidence based appraisal process to enable Local Authorities and partners to justify the business case for, and implement, a range of air quality improvement options related to transport (and associated land use).

NLEF (working closely with the development of the NMF) will be delivered by the following actions defined in the Cleaner Air for Scotland (CAFS) Strategy

LP10 - the NLEF criteria, tests, and processes will be developed, agreed, and finalised.

LP11 - standard appraisal process will be designed and implemented for assessing local air quality measures.

LP12 - Develop the software tools and associated guidance for the NLEF, including funding options and technical reports that will underpin the evidence on effectiveness of options.

1 Executive Summary

1.1 Key progress is as follows.

- NLEF guidance document issued by Atkins to TS early February. TS reviewed, offered track changes, and added text around introduction, legislation, and enforcement.
- The latest programme is attached in Appendix B.

1.2 Key Tasks for March

- Reviewing and writing NLEF text in conjunction with Atkins (and SEPA/SG) with draft text issued to NLEF steering group.
- Issue state of readiness report to Ministers.
- Finalise the key objectives of NLEF and issue for discussion and comment to the NLEF Steering Group.
- Continue engagement with key stakeholders to identify challenges and support required.
- Issue further briefs for NLEF support services.

2 NLEF Programme and Progress

2.1 Support Services

- Atkins and support team now fully engaged on delivering NLEF support (Clare Beattie, Sam Pollard, Paul Taylor, and Tamsin Macmillan leading on authoring text).
- Wider team involves specialists on air quality, transport, policy, economics, and climate change providing additional further input and review.
- Additional NLEF team support and advice is provided by Energy Saving Trust, Climate Change, and wide links to existing organisations and engagement.
- Weekly catchups with the NLEF delivery team are continuing to review progress. Other team members will be brought on board as the document finalises in detail during March.
- Jacobs engaged to provide support on the following tasks.
 - An 'economic assessment' of LEZs implementation in Scotland.
 - A detailed IDM business case paper for funding of Low Emission Zones in Scotland.

2.2 Develop Guidance Documents

- The first outline draft of the NLEF Appraisal Guidance document was issued by Email to NLEF Steering Group members on 20 February (together with the NLEF workshop questions for background), asking for key comment on, 1 Vehicle Classes Chosen, 2 Timescales, 3 Resource and Support Required, and 4 New Funding Required.
- Atkins and Transport Scotland are continuing to shape this early draft and are adding new text (including detail on cost and benefit, support resource available, and governance). This will be supported by discussion with key stakeholders.
- NLEF steering reviewing draft document based on the following timetable:
 - Obtain comments back from the NLEF steering group Monday 27 February (achieved).
 - Add comments into the revised document Thursday 2 March.

- TS to provide further draft NLEF document to NLEF steering group Friday 10 March.
- Obtain comments back from the NLEF steering group Tuesday 17 March.
- Add these comments into the revised document Friday 24 March.
- Compile all comments, review, and have consultation document ready for issue end of March.
- A tracker list of questions being created, to record points raised during NLEF workshop, emails and NLEF/NMF meetings over last year, to ensure points are incorporated into NLEF.
- NLEF workshop review paper produced, and will be sent to delegates (draft circulated around steering group). Comments will be incorporated where applicable into State of Readiness report.
- NMF NLEF Interlinkages well developed following an all-day workshop with transport, planning, and policy professionals, and two NMF
- An Interim Advice Note (IAN) is being prepared to provide advice on how Local Authorities and their partners, who are considering a 2018 LEZ, should prepare their business case for June 2018 progress reporting while NLEF is under development. This will be discussed at the January workshop.

2.3 January Workshop

- An all-day NLEF workshop was held on 30 January 2017. Purpose of the event was as follows.
 - Provide stakeholders with an update on NLEF guidance and tool development prior to the formal consultation process in early Spring.
 - Seek stakeholder views on the following.
 - (i) the draft guidance detail.
 - (ii) their expectations, needs and wants regarding NLEF.
 - Support the identification of early adopter(s) for LEZ(s) to be put in place by 2018.
- Delegates (around 70) included Practitioners

from the Transport, Planning, Policy, Environmental Health, and Public Transport professions involved in delivering Vehicle Access Regulation Schemes under the new National Low Emission Framework.

- Key comments from the workshop were as follows.
 - The first LEZ must be a success.
 - NLEF Options should aim to achieve the highest level of Air Quality reduction possible for the targeted vehicle types.
 - NLEF measures need to be peer reviewed.
 - Need to be clear of how we evaluate the “Do Nothing” or “Do Minimum” scenario.
 - Need to understand the Euro class fleet mix across Scotland.
 - Need to be very clear transport capacity is to be maintained when NLEF Options are implemented.
 - Communication strategy very important. Very important to connect with, and include, the key influencers and decision makers.
 - Monitoring of emissions to ensure real change is occurring is important.
 - ANPR monitoring is key to enforcement.
 - We need to include social deprivation in assessment of NLEF options impact.
 - NLEF delivery should consider a centralised procurement mechanism and centres of expertise to be called on by Local Authorities.
 - NLEF needs clear guidance, finance, scrutiny, and accountability.
 - Need to develop stakeholder understanding around STAG and the five case model.

2.4 Integration with NMF and UK Approaches

- Transport Scotland continue to meet with DEFRA DfT on their Clean Air Zone approach approach.
- Modelling of all four major Scottish cities is underway (Aberdeen, Dundee, Edinburgh, and Glasgow). The outputs from the models, together with other data from

ClimateXChange, and Energy Saving Trust, will assist in preappraisal and in NLEF assessment. A car fleet assessment report has been issued.

- Two NMF NLEF interlinkage meetings have been held to discuss how the NMF evidence can support NLEF business case development. Key outcomes from this are as follows.
 - Atkins are reviewing the NMF functionality, based on the Aberdeen report, to evaluate how the NMF can be used in NLEF appraisal.
 - Transport Scotland are providing a note of scenarios to be costed as part of developing a business case for NLEF funding support.
 - Atkins are summarising the key pollutants and traffic data outputs required from the NMF, together with the spatial and temporal detail required, to allow then to develop a cost and benefit analysis spreadsheet for each appraisal stage.
 - Consideration is being given to including CO2 calculation in the regional NMF.
 - TS to consider a brief under their Environmental Framework Contract to assess the range of transport models available, and way to develop links with the NMF and the NLEF.
 - Transport Scotland are currently tendering a contract to provide specialist data collection services and analysis to support the NMF and the NLEF.

2.5 Other Events and Supporting Research

- East Central Scotland vehicle emission partnership are continuing to develop a trial of EDAR remote sensor tail pipe emission testing, with anticipated start in March 2017. A range of organisations, including Dft DEFRA, TfGM, and TfL have expressed interest in this project. Anticipated outcomes are as follows.
 - Gather tail pipe data of significant number of vehicles.
 - Develop and deliver key messages to most polluting vehicles.
 - Evaluate long term messages to deliver

on most polluting vehicles.

- Evaluate use of such techniques as part of LEZ and CAZ management.

2.6 Delivery groups and wider engagement

- Key to delivering NLEF is linking to existing LAQM and other schemes, engaging directly with the transport and planning professions, and supporting the development of collaborative groups to build a business case for NLEF options.
- Questions sent to Defra and DfT Joint Air Quality Unit (JAQU) in relation to 20 February meeting, with focus also on CAFS Section 6.31 'measures requiring further investigation' linked to reserved issues such as scrappage schemes and vehicle excise duty.
- TS presented to the CPT bus industry forum on LEZs (where all major bus operators were represented). Feedback was positive, with TS to provide update to CPT quarterly.
- TS presented on NLEF at the Inside Government 'Tackling Air Pollution and Improving Air Quality' conference in London on 21 February.
- Transport Scotland Director level involvement in delivery and wide cross Transport Scotland support is secured.
- Continuing engagement on existing funding streams, policies, and overall budget case being developed.
- Transport Scotland and Scottish Government Officials met with Ministers to discuss the challenges and state of readiness to meet the Programme for Government commitment to "With the help of local authorities, we will identify and put in place the first low emission zone by 2018, creating a legacy on which other areas can build.
- A series of internal meetings with Scottish Government colleagues are continuing on the following.

#	Organisation	Topic
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- Terms of Reference for the NLEF Steering group have been developed and issued.

3.2 Membership

- Total number of the group was originally envisaged to be around 8 to 10.
- Membership will be developed as the delivery programme progresses and input from other organisations will be explored during the life of the project.
- The current membership of the NLEF Steering Group (14) is shown in the table below.

#	Name	Organisation
12	[REDACTED]	Atkins
13	Stephen Thomson	Transport Scotland
14	[REDACTED]	Dundee City Council

3.3 Date of Next meetings

Meetings will be arranged monthly, as required, to coordinate progress. The next meetings are currently arranged for 5 April, 3 May, and 7 June.

Separate meetings will be held on NMF NLEF interlinkages, and development of required traffic modelling.

#	Name	Organisation
1	[REDACTED]	Scottish Environment Protection Agency (SEPA)
2	[REDACTED]	Aberdeen City Council
3	[REDACTED]	City of Edinburgh Council
4	[REDACTED]	Energy Saving Trust
5	[REDACTED]	SESTRAN
6	[REDACTED]	Transport Scotland
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8	[REDACTED]	Freight Transport Association
9	[REDACTED]	Glasgow City Council
10	[REDACTED]	ClimateXChange
11	[REDACTED]	Scottish Government

Appendix A – NLEF Appraisal Document Progress

Section	No	No	Working Title	% Comp	
Foreword	(i)	(i)	Ministerial statement	5	Feb-17
Non Technical Summary	(ii)	(ii)		5	
Introduction	1.1		What is NLEF, where should it be used	5	NOW
	1.2		The Background / Philosophy for NLEF	5	NOW
	1.3		Using NLEF: The Structure of the Document	5	NOW
Objectives Aims Roles and Responsibilities	2.1		Terminology	75	30 November 2016
	2.2		Aims/Objectives by NLEF Stage	75	30 November 2016
	2.3		NLEF appraisal in context (LAQM, CAFS, STAG)	75	30 November 2016
	2.4		Roles and Responsibilities (summary)	75	30 November 2016
	A2.1		OARR detail, including detail behind 2.1 to 2.4	75	30 November 2016
Appraisal Procedure	3.1		Emissions Criteria Selection		
	3.1.1		How to select from available mitigation for NLEF	0	31 December 2016
	3.1.2		NLEF related emission standards by vehicle type	30	31 December 2016
	A3.1		Detailed Guidance - emission standard setting	0	31 December 2016
	3.2		Stage 0 Pre-appraisal		
	3.2.1		Step by step (summary)	30	30 November 2016
	3.2.2		Data needs	0	30 November 2016
	3.2.3		Criteria for go/nogo	0	30 November 2016
	3.2.4		Cost-benefit analysis	25	31 December 2016
	3.2.5		reporting needs	80	30 November 2016
	A3.2		Detailed Guidance - detailed methodology for Stage 0	80	31 December 2016
	3.3		Stage 1 Initial Appraisal		
	3.3.1		Step by step (summary)	0	31 January 2017
	3.3.2		Data needs	5	31 January 2017
	3.3.3		Criteria for go/nogo	0	31 January 2017
	3.3.4		Cost-benefit analysis	10	28 February 2017
	3.3.5		Reporting needs	0	31 January 2017
	A3.3		Detailed Guidance - detailed methodology for Stage 1	0	28 February 2017
	3.4		Stage 2 Detailed Appraisal	0	
	3.4.1		Step by step (summary)	0	
	3.4.2		Data needs	5	31 January 2017
	3.4.3		criteria for go/nogo	0	31 January 2017
	3.4.4		cost-benefit analysis	10	28 February 2017
	3.4.5		reporting needs	0	31 January 2017
	A3.4		Detailed Guidance - detailed methodology for Stage 1	0	31 January 2017
	3.5		Stage 3 Monitoring, Managing and Evaluation Stage	0	
	3.5.1		step by step (summary)	0	28 February 2017
	3.5.2		data needs	0	28 February 2017
	3.5.3		MME criteria	0	28 February 2017
	3.5.4		reporting needs	0	28 February 2017
	A3.5		Evidence Base - requirements for Stage 4	0	28 February 2017
	A3.6		Detailed Guidance - Cost Benefit Analysis & Tool	0	28 February 2017
Implementation & Enforcement	4.1		Enforcement		
	4.1.1		Options for enforcement (examples from elsewhere)	0	31 January 2017
	4.1.2		Technical issues/options in enforcement	0	31 January 2017
	4.1.3		Legislative options/routes for enforcement	0	31 January 2017
	4.2		Implementation		
	3.5.1		step by step (summary)	0	28 February 2017
	3.5.2		data needs	0	28 February 2017
	3.5.3		reporting needs	0	28 February 2017
	A4.1		Detailed Guidance - requirements for Stage 3	0	28 February 2017
	A4.2		Evidence Base for Enforcement	0	31 January 2017
Legislation	5		Legislative Routes for Implementation	75	30 November 2016
Funding and Costs	6.1		Scottish funding sources	75	30 November 2016
	6.2		UK/European funding sources	0	31 December 2016
	6.3		Compliance Costs (Stage1 initial appraisal)	0	31 December 2016
	6.4		Implementation Costs	0	31 December 2016
	6.5		Incentives	0	31 December 2016
	A6.1		Further detail on Funding / Incentives	0	31 December 2016

Appendix B – Programme (Current programme to be revised and updated to include further detail)

	2017												2018												Qua
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
# NLEF rollouts																									
New LA committees setting up and conditions																									
LAQM Annual Progress Report deadline 30 June																									
STEP conference																									
NLEF technical documents																									
NLEF work package production VPI 1 to 7 by Atkins																									
Clarify to LAs when NLEF Version 1 linked to LAQM																									
NLEF stakeholder workshop preparation																									
NLEF stakeholder workshop at Dovecot																									
NLEF stakeholder workshop report completed																									
State of Readiness for LEZ by 2018																									
Meet CAFS GG local authorities via interviews																									
Ministerial submission																									
NLEF consultation																									
Review Atkins final NLEF documentation																									
Prepare consultation documentation for website																									
Consultation live on S15 website																									
Review consultation findings and update NLEF																									
Inform Minister of NLEF final version and publish NLEF																									
2018 LEZ																									
TS engagement with bus policy leads																									
Engagement with CPT and bus industry																									
Engagement with fleet operators (Quality Bus)																									
Identification of potential 2018 LEZ sites(s)																									
NLEF Version 1 - Preappraisal and Assessment																									
LA to prepare Committee paper submission																									
Engagement with Traffic Commissioner																									
Funding statements																									
LEZ paper(s) submitted to LA committee(s)																									
Minister elected member announcement on LEZ																									
Communications around LEZ																									
Engagement with LA and DYLA around enforcement																									
Enforcement technology procured																									
Enforcement technology design and construction																									
Enforcement technology tested																									
Enforcement back-office setup installed and tested																									
2018 LEZ operational																									
Post 2018 LEZ																									
NLEF Version 2 - Preappraisal and Stage 1 and 2																									
LA to prepare Committee paper submission																									
Traffic Commissioner engagement																									
Funding statements																									
Minister elected member announcement on LEZ																									
Communications around LEZ																									
Engagement with CPT and bus industry																									
Engagement with fleet operators (Quality Bus)																									
Engagement with LA and DYLA around enforcement																									
Enforcement technology procured																									
Enforcement technology installed																									
Enforcement technology tested																									
Enforcement back-office setup installed and tested																									
Post 2018 LEZ operational																									
Budgets																									
Spring budget																									
Spending review																									
Communications																									
Prepare outline NLEF communications plan (Suffler)																									
Funding																									
Funding award process designed and confirmed																									
Funding award - Call for submissions																									

From: Scots Secretary
To: Thomson S (Stephen)
Cc: [REDACTED]
Subject: RE: NLEF and Low Emission Zones - TS Director 121 discussions with SCOTS, COSLA and SOLACE
Date: 01 December 2016 08:29:03

Stephen

Apologies for the delay in responding to your email.

Your request for SCOTS participation in discussions on the development of the NLEF was considered at the recent SCOTS Executive Committee and it was agreed that

[REDACTED] and [REDACTED]
[REDACTED] would represent SCOTS in these discussions.

I would be grateful if you contact them direct to arrange a suitable date/time for a meeting.

Regards

[REDACTED]
SCOTS Secretary/Treasurer
Dumfries and Galloway Council

t: [REDACTED]

e: [REDACTED]

w: www.scotsnet.org.uk

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From: Stephen.Thomson [REDACTED]
Sent: 09 November 2016 11:31
To: Scots Secretary
Subject: NLEF and Low Emission Zones - TS Director 121 discussions with SCOTS, COSLA and SOLACE

Dear [REDACTED],

As you may be aware, Programme for Government has stated that we will put in place a low emission zone in Scotland by 2018. In support of this commitment, Transport Scotland are leading on the development of the National Low Emission Framework, which encompasses low emission zone guidance. Our director Hugh Gillies would like to meet with SCOTS, COSLA and SOLACE at the same meeting to discuss the issues around transport and low emission zones.

The dates that Hugh Gillies looks to be free are:

8 December after 1400

21 December after 1000

22 December after 1400

Are any of these dates suitable for you? If so, I would be looking to set up a meeting in due course, based on the availability of colleagues from SCOTS, COSLA and SOLACE

Regards,
Stephen

Stephen Thomson, Ph.D MIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 OHF | [REDACTED]

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From: [REDACTED]
To: Thomson S (Stephen)
Subject: RE: meeting room
Date: 22 November 2017 11:30:34

Cheers Stephen, will check out options for this and get back to you.

[REDACTED]

From: Stephen.Thomson [REDACTED]
Sent: 21 November 2017 16:27
To: [REDACTED]
Subject: RE: meeting room

Thanks [REDACTED],
Your help with this is really appreciated. I'm just thinking of catering after the event. Would it be possible to extend the meeting room booking to 1400, and I will organise/pay for catering between 1300 and 1400.

Regards,
Stephen

Stephen Thomson, Ph.D FIEMA
Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: [REDACTED]
Sent: 21 November 2017 16:10
To: Thomson S (Stephen)
Subject: RE: meeting room

That's it booked under the name of Low Emission Zone meeting. If you let your guests know that they should come to the foyer of the City Chambers and ask for the meeting, then they will be directed to the committee room on the day. I'll get you tea, coffee and biscuits for arrival and a re-fresh for 11.00am if you like.

Best wishes

[REDACTED]

From: Stephen.Thomson [REDACTED]
Sent: 21 November 2017 15:47
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: meeting room

[REDACTED]
That is brilliant. If we could book a committee room in the City Chamber for 14 December between 0900 and 1300 then that would be great.

Regards,
Stephen

Stephen Thomson, Ph.D FIEMA
Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: [REDACTED]
Sent: 21 November 2017 15:44
To: Thomson S (Stephen)
Subject: RE: meeting room

Thanks Stephen, that's an interesting discussion.

Just confirmed that 14 December 09.00-13.00 is available for a committee room in the City Chambers if you want me to make the booking?

[REDACTED]

From: Stephen.Thomson [REDACTED]
Sent: 21 November 2017 15:39
To: [REDACTED]
Subject: RE: meeting room

Thanks [REDACTED]

Much appreciated. I'll frame the discussion points in due course, but there may be some discussion around what enforcement regimes are used already for bus lane enforcement (and how this might inform learning in developing the LEZ element of the Transport Bill), so this might be an option for GCC officials (and other LA officials) to feed into the discussion from this perspective.

Regards,

Stephen

Stephen Thomson, Ph.D FIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: [REDACTED]
Sent: 21 November 2017 15:36
To: Thomson S (Stephen)
Subject: RE: meeting room

Sure Stephen, I'll check with our committee room folk and get back to you shortly – I'll even thrown in the teas and coffees as a festive gift!

[REDACTED]

From: Stephen.Thomson [REDACTED]
Sent: 21 November 2017 15:34
To: [REDACTED]
Subject: meeting room

Hi [REDACTED]

I was wondering if you were able to do me a favour. I am looking for a meeting room that could handle up to 15 people on the dates shown below:

8 December – 0900 to 1300
11 December – 1000 to 1400
13 December – 1100 to 1500
14 December – 0900 to 1300
14 December – 1300 to 1700

The meeting itself is for ITS professionals to meet with Transport Scotland around the LEZ element of the Transport Bill. I have no rooms available in any of the SG buildings for these dates. I was wondering if Glasgow City Council would have a meeting room available in Glasgow that Transport Scotland could utilise?

Regards,

Stephen

Stephen Thomson, Ph.D FIEMA

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | T: [REDACTED]

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From: [REDACTED]
To: Thomson S (Stephen)
Cc: [REDACTED]
Subject: RE: Delivery group
Date: 11 September 2017 12:41:19

Thanks Stephen – I'll bear those in mind, although I was thinking milestones would be for the delivery group to consider.

Cheers

[REDACTED]

From: Stephen.Thomson [REDACTED]
Sent: 11 September 2017 12:14
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Delivery group

Hi [REDACTED],

I think we should be touching upon the following points:

- Governance and membership of the LEZ delivery group (+ nominated key points of contact across each organisation)
- Key topics that the governance group will oversee
- Possible milestone dates and timelines during 2017 and 2018 to deliver a LEZ
- Expectations and risks
- Agreement on meeting schedule during 2017 and 2018

I've CC'd in [REDACTED], as [REDACTED] will be taking the lead on the engagement between TS and LA's related to LEZs from now on, and should have views on the meeting agenda too.

Regards,
Stephen

Stephen Thomson, Ph.D C.Env

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: [REDACTED]
Sent: 11 September 2017 11:31
To: Thomson S (Stephen)
Subject: Delivery group

Hi Stephen

I'll draft an agenda for the meeting next week – any particular areas you would like me to include.

Best regards

[REDACTED]

Team Leader
Sustainable Glasgow
Glasgow City Council
231 George Street
Glasgow, G1 1RX
Phone [REDACTED]
Mob phone [REDACTED]
E-mail [REDACTED]
www.glasgow.gov.uk

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From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Cleaner Air for Scotland Strategy - Low Emission Zones
Date: 11 October 2017 17:20:16
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
Importance: High

[REDACTED]

Apologies for not engaging sooner. I will ask [REDACTED] (copied) to set up this meeting as a matter of urgency.

Kind regards,

[REDACTED]

[REDACTED]
Head of Planning and Sustainable Development (Interim)
Planning and Sustainable Development
Communities, Housing and Infrastructure Aberdeen City Council Business
Hub 4 Ground Floor North Marischal College Aberdeen
AB10 1AB
Email: [REDACTED]
Direct Dail [REDACTED]
Mobile: [REDACTED]

From: [REDACTED]
Sent: 11 October 2017 09:14
To: [REDACTED]
Cc: [REDACTED]
Subject: Cleaner Air for Scotland Strategy - Low Emission Zones

Dear [REDACTED]

Further to the email below and recent communication with [REDACTED] at the Cleaner Air for Scotland Governance Group.

Transport Scotland remain keen to meet with Aberdeen City Council officials as soon as possible, to explore how we can work together to support the establishment of a LEZ within Aberdeen.

On the basis that you are agreeable to a meeting, we would be grateful if you could consider some dates that would be suitable to meet.

Thanks

[REDACTED]

[REDACTED]
Environment and Sustainability Manager

Trunk Roads and Bus Operations

T: [REDACTED]

BlackBerry: [REDACTED]

[REDACTED]
Transport Scotland, Buchanan House, 58 Port Dundas Road, Glasgow, G4 0HF



Transport Scotland, the national transport agency
Còmhhdail Alba, buidheann nàiseanta na còmhhdail

From: [REDACTED]
Sent: 19 September 2017 10:38
To: Gillies H (Hugh)
Subject: Low Emission Zones

Dear Mr Gillies

Thank you for your letter dated 14 September (ref LEZ/Aberdeen/01). [REDACTED] has asked me to let you know that she has passed your correspondence to [REDACTED] Interim Director of Communities, Housing & Infrastructure and [REDACTED] Interim Head of Planning & Sustainable Development. One of their PA's will be in touch with you about arranging a meeting.

Regards

[REDACTED]
Directorate PA
Office of Chief Executive
Aberdeen City Council
Business Hub 12
2nd Floor West
Marischal College
Broad Street
Aberdeen
AB10 1AB

[REDACTED]
[REDACTED]
Tel [REDACTED]
www.aberdeencity.gov.uk

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

From: [REDACTED]
To: Thomson S (Stephen)
Cc: [REDACTED]
Subject: [PROTECT] RE: LEZ workshop for bus sector
Date: 11 April 2017 10:15:35
Attachments: [image001.png](#)
[Bus and Ecotars contacts.xlsx](#)

Hi Stephen,

Please find attached a list of contact details of the main bus operators we work with in Edinburgh.

I'm in the process of gathering current and future fleet Euro Standard information for services operating in the city for the Annual Progress Report 2017. We are just waiting for a response from Citylink would you like me to provide you with a spreadsheet when I have all the information?

Kind regards,

[REDACTED]

[REDACTED] | Environmental Health Officer | Spatial Policy | Planning and Transport Service | Place | The City of Edinburgh Council | Waverley Court, BC G.2, 4 East Market Street, Edinburgh, EH8 8BG | [REDACTED]
[REDACTED] | www.edinburgh.gov.uk

3 logos altogether



Have your say on the draft Management Plan for the Old and New Towns of Edinburgh World Heritage Site.

This is your chance to get involved... <https://consultationhub.edinburgh.gov.uk/sfc/onte-whs-draft-plan>

More information at: <https://planningedinburgh.com/category/world-heritage/>

Contact: worldheritage@edinburgh.gov.uk

From: Stephen.Thomson [REDACTED]
Sent: 06 April 2017 15:24
To: [REDACTED]
Subject: FW: LEZ workshop for bus sector

Sorry [REDACTED] I should have CC'd you into the email below.

Regards,
Stephen

Stephen Thomson, Ph.D C.Env

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

From: Thomson S (Stephen)
Sent: 06 April 2017 15:23
To: [REDACTED]
Subject: LEZ workshop for bus sector

Dear [REDACTED],

I am working with SEPA and Sniffer to try and organise 4 half-day workshops during May for the bus sector in relation to low emission zones. I'd like to identify bus operators from Aberdeen, Dundee, Edinburgh and Glasgow to attend these workshops. Would you be able to provide me with a list of contacts for Edinburgh-based operators, based on your ATCO activities?

Regards,
Stephen

Stephen Thomson, Ph.D C.Env

Head of Environment & Sustainability | TRBO Directorate | Transport Scotland | 7th Floor Buchanan House | 58 Port Dundas Road | Glasgow | G4 0HF | [REDACTED]

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

From: [REDACTED]
To: Thomson S (Stephen)
Cc: [REDACTED]
Subject: Ralph Cars LEZ
Date: 09 November 2017 13:56:54

Stephen

Unfortunately the Wi-Fi key I was given didn't work at the meeting – but this is directly from the committee report

10.2 The initial phase of the LEZ will focus on reducing bus emissions. It is intended that subsequent phases will include trucks, vans, cars and motorbikes in order that all harmful sources of air pollutants are further reduced.

Perfectly clear – I think

[REDACTED]
Team Leader
Sustainable Glasgow
Glasgow City Council
231 George Street
Glasgow, G1 1RX
Phone [REDACTED]
Mob phone [REDACTED]
E-mail [REDACTED]
www.glasgow.gov.uk

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	21 June 2017
REPORT TITLE	Air Quality Low Emission Zones
REPORT NUMBER	CHI/17/141
DIRECTOR	
REPORT AUTHOR	

1. PURPOSE OF REPORT:-

The report responds to the undernoted decision of the Council on 15 March 2017:-

"to instruct the Chief Executive to prepare a business case around the feasibility of Aberdeen City Council introducing Low Emission Zones throughout the city. To agree that the Scottish Government, partner organisations and stakeholders have significant roles in the development of any business case and that the business case must reflect the legislative position of the Scottish Government and instruct the Chief Executive to provide members with an initial report at the June 2017 Council meeting on progress."

2. RECOMMENDATION(S)

That the Council agree:-

- a) To instruct the Director of Communities, Housing and Infrastructure to carry out a Low Emission Feasibility Study in accordance with the methodology detailed in Technical Guidance and prescribed timescales;
- b) To instruct officers to inform the Council of the study outcomes and recommendations at prescribed stages of the assessment process as detailed in the Technical Guidance;
- c) To note the 'Next Steps' section explaining the Feasibility Study process and role of partner organisations; and
- d) To instruct the Director of Communities, Housing and Infrastructure to volunteer Aberdeen City Council to be an early adopter should the feasibility study indicate that it may be appropriate to introduce a Low Emission Zone in Aberdeen.

3. BACKGROUND/MAIN ISSUES

3.1 Background

- 3.1.1 Since the meeting of Council on 15 March 2017 the Chief Executive has taken preliminary steps in order to prepare the business case around the feasibility study of Aberdeen City Council introducing Low Emission Zones. Prior to the business case being prepared a feasibility study must be undertaken.
- 3.1.2 Cleaner Air For Scotland – the Road to a Healthier Future (CAFS) is a national cross-government strategy that sets out how the Scottish Government and its partner organisations propose to reduce air pollution to protect human health and fulfil Scotland's legal responsibility to meet EU air quality objectives.
- 3.1.3 Local authorities have a role in the implementation of various key actions within the Strategy, including traffic management, development management, communications and active travel. Of major significance is the requirement for authorities with Air Quality Management Areas (AQMAs) to undertake a Low Emission Feasibility Study. A working group with representation from the Scottish Government, SEPA, Transport Scotland, the four major city local authorities (Aberdeen, Edinburgh, Glasgow and Dundee), and other key partners has been formed to progress the CAFS actions.
- 3.1.4 There are three Air Quality Management Areas (AQMAs) in Aberdeen as shown in Appendix 1; the City Centre, Anderson Drive/Haudagain roundabout/Auchmill Road corridor and Wellington Road (Queen Elizabeth II Bridge-Balnagask Road). We will therefore be required to undertake feasibility studies in these areas. National guidance on the study methodology is likely to be available for consultation in late summer 2017. It is anticipated authorities will be required to complete the assessment process by early 2018. Potential LEZ/CAZs (Low Emission Zones/Clean Air Zones) schemes will be considered nationally and final designated areas not determined until 2018 at the earliest with at least a 2 year lead in period.
- 3.1.5 In September 2016 the Scottish Government announced its Programme for Scotland 2016-17. This Programme committed to a Low Emission Zone being introduced as a pilot somewhere in Scotland by 2018 and has necessitated a total refocus of the CAFS working group. The implementation of a LEZ is a complex process and the 2018 timeframe is unrealistic, however the CAFS group is exploring various options that could potentially meet the Government's objective as an interim measure.

3.2 National LEZ/CAZ Development Progress

- 3.2.1 Transport Scotland, in conjunction with partner organisations, is leading in the development of the national LEZ regime. Significant progress has already been made to support essential elements that will be required to introduce LEZs. These include the development of the necessary legal framework, an assessment of potential enforcement methodologies and funding options both to upgrade non-compliant vehicles and support the introduction of any LEZs. Consultants have been appointed to develop Technical Guidance to support the assessment of AQMAs and Economical Appraisal Guidance to support a review of the potential costs to implement LEZs. Further discussions are ongoing to establish the role of local authorities and other partners in the carrying out of health and economic impact assessments and any Business Cases that would be necessary to justify a Low Emission Zone.
- 3.2.2 The assessment of potential Low Emission Zones is complex, though the principles generally follow those of a Scottish Transport Appraisal Guidance. The Technical Guidance currently being developed describes a three stage assessment process of increasing complexity to enable the screening out of LAQMs where a low emission approach would be inappropriate. Other air quality improvement initiatives as detailed in local Air Quality Action Plans should be used to improve air quality in these locations.

- 3.2.3 Previous studies indicated buses in particular are the most significant source of emissions within many of the most polluted streets in the four main cities in Scotland. The Transport Commissioner has the ability to restrict the access for buses failing to meet a prescribed emission standard in specific areas via a Transport Regulation Order (TRO). This process has been applied in other UK cities, including Brighton and Oxford, to create a LEZ and support the introduction of cleaner buses. The Transport Commission is generally receptive to the potential use of these powers in Scotland, provided appropriate supporting information is presented to justify this approach. The adoption of Transport Regulation Orders for buses is currently being further explored by the CAFS group and could potentially help meet the challenge to have a LEZ by 2018. Various work streams are being investigated that would be necessary to support a bus LEZ. These include an assessment of the current vehicle fleet age, possible exemptions, costs to upgrade non-compliant vehicles, the 'phasing in' for vehicles and whether a 'period of grace' should be adopted to enable fleet operator compliance. However, it would be presumptive to target buses without evidence to demonstrate buses are the main source of raised pollution levels, therefore the contribution of all vehicle classifications will be assessed. Furthermore, the Transport Commissioner has made it clear that any TRO should address congestion and support bus services by improving bus journey reliability and punctuality and increased passenger numbers.

3.3 Aberdeen Air Quality Model

- 3.3.1 A major traffic count, commissioned by Transport Scotland, at over 80 locations in Aberdeen was carried out in March 2017 to support the update of Aberdeen's air quality model. SEPA is developing the model using the traffic count and local air quality data. Although officers are involved in both initiatives, there are no direct costs to the authority. The traffic count information will additionally help support the council's traffic model and other transportation and city development projects.
- 3.3.2 The air quality model will be used to assess pollution levels across the AQMAs and enable the source apportionment of transport related emissions to vehicle classifications such as buses, HGVs, diesel cars and taxis on specific road links. The potential air quality improvement from various potential intervention scenarios can then be tested to indicate those that would have most benefit. These could include, for example, the upgrade of all buses or HGVs to Euro 6 or restrictions on older or non-compliant diesel cars in particular areas.

3.4 Air Quality in Aberdeen and potential LEZs

- 3.4.1 Air quality in Aberdeen has improved in recent years although there are still hotspots of exceedances of the national and EU air quality objectives within the City's three Air Quality Management Areas. Officers will commence the feasibility study in accordance with the timetable and process within the Technical Guidance currently being developed by Transport Scotland. Until this process is progressed we will not be in a position to consider whether a low emission zone is appropriate in Aberdeen, or, if so, the types of vehicle that may be restricted in particular areas. Other traffic management measures such as the pedestrian priority of Broad Street and actions to reduce city centre traffic flow and congestion and promote the uptake of cleaner vehicles may sufficiently improve air quality to negate the requirement for vehicle restriction enforcement.

3.5 Next Steps

- 3.5.1 The air quality model should be completed and available in early summer 2017. Officers will then commence a study of the contributing sources of emissions and review actions that could be taken to improve air quality.

- 3.5.2 Issues around resources are being considered at a national level to determine what support will be necessary for local authorities to progress the LEZ should this be adopted. Potential cost implications to local businesses and other stakeholders, publicity and a communications strategy are also being co-ordinated nationally, although significant local involvement will be required once potential LEZ locations are established.
- 3.5.3 Guidance on the feasibility study process and the framework for key aspects such as health and economic assessments, business cases, enforcement regimes and roles and responsibilities for local authorities, Transport Scotland and other partners are still being progressed. For example it is yet to be determined which of these would be better served by local studies and which could be managed nationally. The potential introduction of LEZs is clearly of major significance to a range of stakeholders including fleet operators, local businesses, local communities and the public and involvement at an early stage is essential. Again the need for stakeholder involvement is recognised by CAFS and initial involvement with third parties such as bus operators and has already commenced at a national level.
- 3.5.4 Further updates will be provided to the Council once outputs from the model scenario testing are available and the assessment process is established. The AWPR will reduce the traffic flow and pollution levels on some streets within the AQMAs. Following a successful Scottish Government grant application, the Council has been awarded £25k in the 2017-18 financial year to undertake additional traffic counts on key routes and update of the air quality model once the AWPR is operational.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications arising from the initial feasibility study actions using the air quality model other than staff time which can be met from existing resources. Potential other work streams including any health or economic appraisal, Business Case or stakeholder consultation process would require significant financial and staffing resources that cannot be met from existing Council budgets. These matters are being considered nationally by the CAFS working group. The role of local authorities in undertaking specific work streams and the support required is still under consideration. Transport Scotland is co-ordinating an assessment of potential costs to develop the infrastructure and enforcement regime for potential low emission schemes and will report on these costs to Scottish Ministers.
- 4.2 The economic impact of a low emission scheme, if implemented, could be significant depending on the nature of the scheme, location and vehicle classifications and will be assessed during the appraisal process. Estimated costs to develop a LEZ and provide the necessary infrastructure are £10M-£20M based on studies elsewhere in the UK. Further information on financial implications and the impact on services will also be reported to the Council in future reports. The potential economic impact on bus operators, haulage companies, business and the public would also require consideration.

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications in undertaking a low emission feasibility study. The legal implications of setting up and enforcing low emission zones in Scotland is likely to require new legislation and is being considered nationally by Transport Scotland and partners organisations. Legal implications to Aberdeen City Council will be dependent on whether a formally adopted low emission zone is adopted and the

nature of any such enforcement regime. Further information on the legal implications will be reported to the Council should the feasibility study recommend the introduction of a low emission zone in Aberdeen. If Aberdeen is not adopted as a LEZ, Aberdeen City Council will still have a duty to meet the air quality objectives through the implementation of the Air Quality Action Plan 2011 and other Council initiatives such as the City Centre Master Plan.

6. MANAGEMENT OF RISK

- **Financial**

There are no financial risks associated with the feasibility study. Financial risks may arise should the Scottish Government recommend the implementation of a LEZ in Aberdeen. These risks would be determined by the nature, size and location of the LEZ and enforcement regime and cannot be currently quantified; however, the Scottish Government is committed to providing the resources it considers necessary to meet EU legal obligations to comply with the air quality objectives.

Risk: Low

- **Employee**

Initial stages of the feasibility study can be accommodated by existing staff resources and risks are low. Complex economic, health and Strategic Assessment Guidance assessments would require additional resources. Transport Scotland and partner organisations are assessing the potential local authority resource required and delivery options. Risks are generally low provided the Scottish Government and partner organisations provide the necessary personnel/consultant resource to manage the process, however Council employee involvement will still be necessary to direct and support any project.

Risk: Medium

- **Customer/citizen**

There are no risks associated with the feasibility study. Potential risks to citizens could arise should it be necessary to introduce a LEZ that includes restrictions on older diesel cars. The management of these risks would be considered during a public consultation process.

Risk: Low

- **Environment**

There are no environmental risks. Measures to improve air quality will provide wider environmental benefits through reduced CO2 emissions and reduced damage to vegetation and ecosystems.

Risk: Low

- **Technology**

The air quality model to support the feasibility process is via established technology and the risk of system failure is low. Potential technology risks could arise should a camera based enforcement regime be implemented. These risks will be specified in future reports should a LEZ be introduced.

Risk: Low

- **Legal**

Member states have a legal duty to comply with EU air quality objectives. The Scottish Government may introduce new legislation to enable the re-

allocation of fines; however the risk is low if local authorities implement measures to improve air quality.

Risk: Low

- **Reputational**

There are no risks associated with the feasibility study.

Risk: Low

7. IMPACT SECTION

7.1 There are no direct impacts from undertaking a low emission feasibility study. Although the focus of a LEZ is to reduce pollutants that are harmful to health, the upgrade of vehicle fleets would potentially also reduce CO2 emissions and support Empowering Aberdeen.

7.2 Economy

7.2.1 There are no direct economic impacts from undertaking a low emission feasibility study. The adoption of a low emission zone, if recommended by the feasibility study, would support the local economy by potentially reducing traffic and providing a more attractive environment to live, work and visit. However, the potential economic impact on haulage companies, bus operators and other businesses that could be adversely effected would require consideration.

7.3 People

7.3.1 There are no impacts on people from undertaking a low emission feasibility study. The adoption of a low emission zone and associated air quality improvements would provide short and long term health benefits to people living in Aberdeen. Improved air quality provides greatest benefit to vulnerable people, particularly the elderly, young children and those who already suffer pulmonary or cardiovascular illness. A public consultation process will be undertaken should a low emission zone be recommended.

7.4 Place

7.4.1 Improved air quality provides a more attractive environment to invest, live and visit. Depending on the location and vehicle classifications included, a LEZ has the potential to reduce vehicle numbers and congestion, complementing the objectives of the City Centre Masterplan and Smarter Cities to provide a people friendly City Centre.

7.5 Technology

7.5.1 The air quality model will enhance pollution information available across the city and enable the assessment of air quality impacts of proposed road infrastructure or planning developments. Transport Scotland is also exploring methodologies that could be used to link air quality and traffic models to enable the impact of traffic displacement from LEZs to be assessed as part of the feasibility study process.

8. BACKGROUND PAPERS

Cleaner Air For Scotland – the Road to a Healthier Future, Scottish Government, 2015 (www.scottishairquality.co.uk/air-quality/CAFS)

9. APPENDICES (if applicable)

None

10. REPORT AUTHOR DETAILS

Aileen Brodie
Principal Environmental Health Officer

[REDACTED]

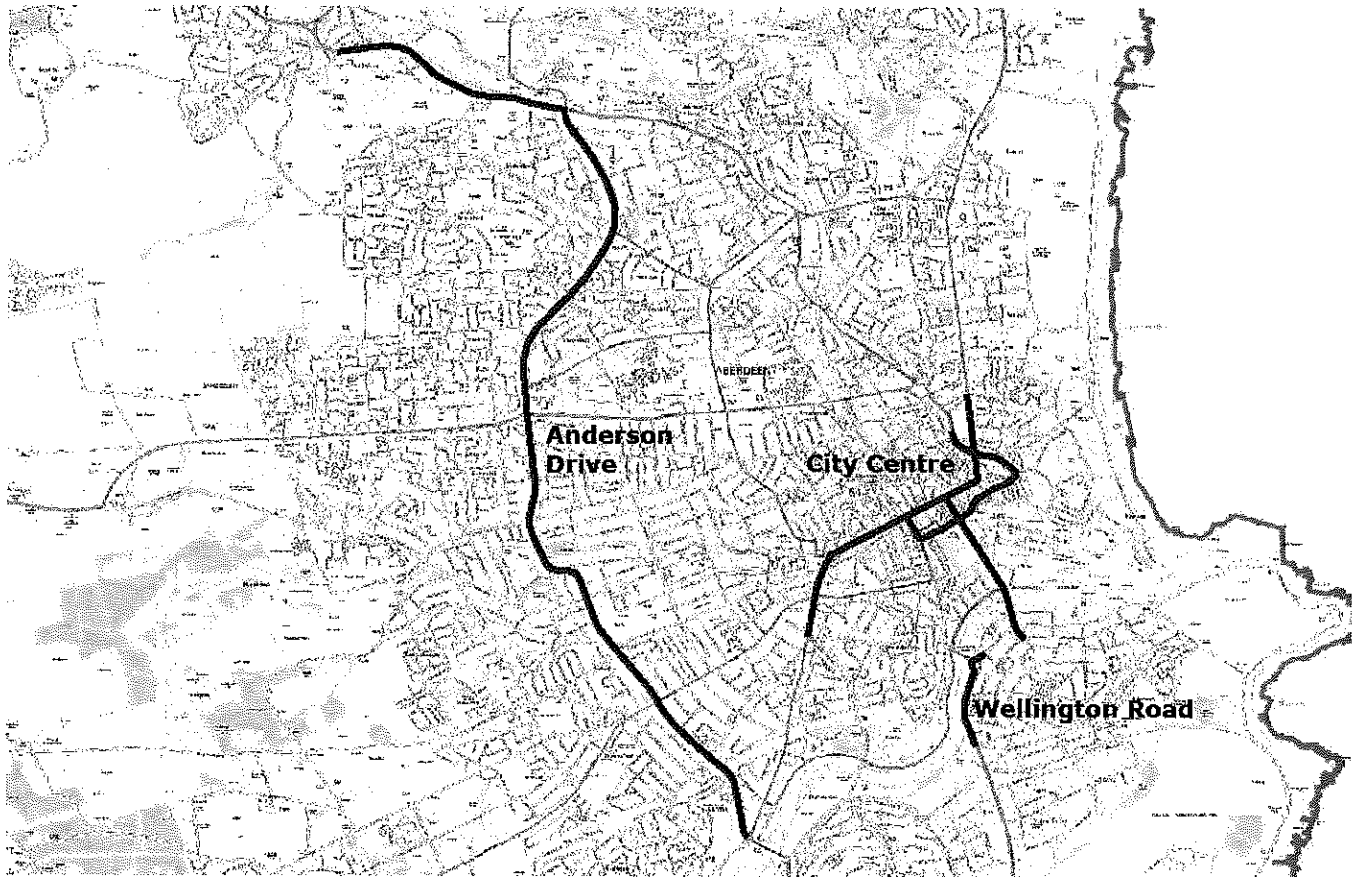
HEAD OF SERVICE DETAILS

[REDACTED]

Head of Communities and Housing

[REDACTED]

Appendix 1 Map of Air Quality Management Areas



From: [REDACTED]
To: [REDACTED]
Subject: Thomson S (Stephen); [REDACTED]
Date: 11 September 2017 09:39:16
Attachments: Glasgow Transport Modelling Notes.docx

Dear all

Please find attached notes from last week's meeting. If you have any additional comments which aren't represented in these notes please let me know.

Regards

[REDACTED]
Sustainable Glasgow
Land and Environmental Services
231 George Street
Glasgow
G1 1RX

Phone: [REDACTED]

Fax: [REDACTED]

E-mail: [REDACTED]

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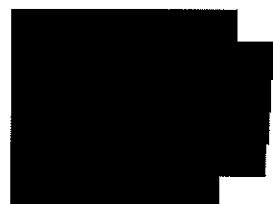
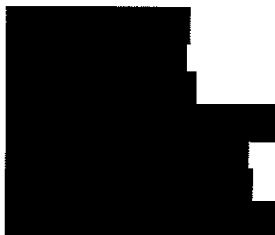
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Glasgow Transport Modelling Meeting Notes

Location GCC Exchange House, Rm 3.01, 231 George St, Glasgow G1 1RX
Date 6 September 2017
Time 10:00 – 12:00

Attendees



Meeting Notes

Agreed that a transport model was essential in establishing the business case for an LEZ by informing the cost benefit analysis and traffic management aspects. The business case is essential in determining funding levels.

Noted that a bus-only initial LEZ was unlikely to result in a significant traffic volume change, therefore detailed transport model may not be necessary at this stage. However, the Traffic Commissioner will require the issue of congestion to be addressed in the LEZ submission and some modelling may be required at that stage.

Strategic and local transport models already exist but may not be able to interface with the NMF AQ model at this stage.

Comment made that that any model should be capable of including all potential changes and interventions. While this is indeed ideal – it may be more than needed for LEZ purposes within the timescale.

A transport model would help air quality modelling in that older vehicle exclusions wouldn't significantly impact the AQ model outputs unless the effect on vehicle flows is factored. Potential bus timetable changes can be reflected in a traffic model and incorporated into AQ model. Road section links may be different between AQ and transport models but this issue can be overcome.

Existing models – SPT and TS jointly own the Strathclyde Regional Transport Model which is a SATURN based multimodal transport model. This model has been updated relatively recently with 2016 data but has limited accuracy when drilled down into smaller scales such as Glasgow city centre. GCC owns a PARAMICS based model including the city centre. This model is run by SYSTRA and is more accurate at the smaller scale required but is significantly outdated and incorporates traffic data from 2003 to 2007.

Both existing models would require output adaptation to the AADT inputs required for AQ modelling.

The Paramics model is not currently suitable to feed into AQ models albeit the bus networks are well integrated – however this could be achieved if procured.

Paramics updating options were discussed with a full update requiring significant funding and a potential six month timescale.

The need for models to be brought up to date to match AQ model inputs identified. Clearly timescales and funding will dictate what can be done.

Glasgow LEZ delivery group to be established – there will be a need for the transport model to feed into this – possibly a subgroup, members to be agreed later

Future actions

AH + CS – identify how transport models and air quality models could interact.

AB/GD + CS + SEPA – discuss and evaluate the current data availability. Share data?

DH/PJ – Evaluate which organisation would be best placed to take forward the transport modelling aspect of the LEZ project. TS expressed interest in helping develop a transport modelling guidance note.

GCC – provide details of current and future traffic interventions which may affect the model area.

From: [REDACTED]
To: Thomson S (Stephen)
Subject: ITS and LEZs - workshop in Glasgow to support Transport Bill policy instruction
Date: 24 November 2017 15:37:17

Dear Dr Thomson,

Wendy has forwarded a copy of your e-mail dated 24 November 2017 12:10.

Although I can hardly be termed a member of the ITS community, I do have an interest in how road users are treated.

You are seeking views on enforcement generally, I think, and not just on LEZs, so I feel that I ought to suggest that the views, on automatic enforcement, of sociologists such as Dr Helen Wells should be taken into account. Her work on camera enforcement is well known, I imagine, but many of her ideas may apply to other situations where similar, automatic and strictly liable approach is taken. (An approach which ought not to be accepted in the more complicated situations encountered in the road environment.)

Many years ago, [REDACTED], a former Assistant Commissioner of the London Metropolitan Police (he of the railway posters) said:

“Nothing should be done by means of legal restrictions which it is practical to effect by layout; this principle must be regarded as an axiom of traffic science. To restrict movement by law and police is likely to be both irksome and inefficient, whereas guidance by layout and mechanical equipment is efficient, and generally speaking, congenial.”

Nowadays, I am sure he would have included guidance by (e.g.) Intelligent Speed Assistance. Sadly, we seem to rely on punishment based systems – evidence of that, perhaps, being the continual trumpeting of the “success” of camera enforcement, and the resounding silence on ISA.

In developing policy instructions, therefore, the emphasis should be on finding ways to prevent the “offence” occurring in the first place, not on criminalising the road user, especially where his “offence” may be unintentional.

Should you require an example of the continuing mistreatment of road users, you need look no further than red light cameras at level crossings. The problem drivers are experiencing have been understood for decades, but the prosecutions continue.

If the “authorities” do not wish to retain the respect and credibility the need, then they’ll continue to ignore Sir Alker’s advice. However, there never was a better time to adopt a more enlightened approach.

Yours sincerely,

[REDACTED]

[REDACTED] | Senior Accident Investigation Officer | Falkirk Council
Abbotsford House | David's Loan | FALKIRK | FK2 7YZ
[REDACTED]
(Present: Mon, Wed-Fri)

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From: [REDACTED]
To: Thomson S (Stephen)
Subject: meeting 9 January Aberdeen
Date: 19 December 2016 10:31:12

Stephen,

I go on leave lunch time on Wednesday this week and not back until the 9 January. I'm not sure if you were planning an agenda for the meeting or had any information you wanted circulated in advance. If this is the case, they can be sent to the following

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

The meeting is in room 2-W-01 in Marischal College. If you come to Marischal College reception and ask for me. The building is our main council office, a large granite building on Broad St opposite a site currently being developed for a hotel. About 10mins max walk from the station and easy to find. Let me know if you need directions.

[REDACTED]
Principal Environmental Officer
Communities Housing and Infrastructure
Business Hub 15
Third Floor South
Marischal College
Broad Street
Aberdeen
AB10 1AB

Email: [REDACTED]
Direct Dial: [REDACTED]
Direct Fax: [REDACTED]

Tel: 03000 200 292
www.aberdeencity.gov.uk

Do you have any feedback on the Environmental Health Service received? The Service would like to hear about what it is doing right and what could be improved. Feedback can be provided through the attached survey link and does not take more than a few minutes to complete.

www.surveymonkey.co.uk/r/EnviroProt

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Trunk Road and Bus Operations

Buchanan House, 58 Port Dundas Road, Glasgow G4 0HF
Direct Line: [REDACTED]
[REDACTED]



Paul Lawrence
Executive Director of Place
City of Edinburgh Council
Waverley Court
4 East Market Street
Edinburgh
EH8 8BG

Our ref:
LEZ/01

Date:
10 August 2017

Dear Paul

We want to improve the environmental quality of areas where air pollution exists. To do this, the Scottish Government's Programme for Government commits to put in place the first Low Emission Zone (LEZ) by 2018, to create a legacy for others to build on.

We understand that City of Edinburgh Council wishes to establish a LEZ in Edinburgh. You wrote to the Scottish Government seeking to discuss the practical details around LEZs. We would be keen to meet with City of Edinburgh Council officials as soon as possible, to better understand what the Council is seeking to achieve with respect to a LEZ. On the basis that you are agreeable to a meeting, can you please contact my office to allow the suitable arrangements to be made.

I look forward to your reply.

Yours sincerely

Hugh Gillies
Director of Trunk Road and Bus Operations