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North Berwick High Street Design Options

Technical Report

On behalf of **East Lothian Council**



Project Ref: 330610672 | Rev: 1.2 | Date: March 2023

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For and on behalf of Stantec UK Limited				

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- Appendix F Concept Design Drawings
- Appendix G Road Safety Audit
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1 Introduction

1.1 Background

1.1.1 East Lothian Council commissioned Stantec UK Ltd to consider options for physical changes to the layout of North Berwick High Street between Quality Street and Church Road to address concerns and issues over road safety for pedestrians and cyclists and to address equality of access for people with mobility impairments.

1.1.2 Longstanding engagement with the local community has highlighted that:

- The footways are too narrow in places (wheelchairs / prams etc have difficulty passing each other)
- There is a lack of level / step free crossing opportunities
- At times, there is too much traffic dominating the street (including larger vehicles)

1.1.3 The purpose of the study is to create a **safer, more accessible, and more attractive High Street that meets the needs of all users and businesses** by providing quality infrastructure and placemaking. The final design option should provide benefits by prioritising walking, wheeling (wheelchairs, prams etc.) and cycling for every-day journeys and leisure trips, retaining access to the businesses on High Street, allowing for loading and servicing and creating a more pleasant environment.

1.1.4 The study will consider the findings of the North Berwick Town Centre Charette undertaken by North Berwick Coastal Area Partnership in 2017 and a separate parking study which has been commissioned by East Lothian Council.

1.2 Study Area

1.2.1 The study extent is shown below and includes the eastern section of North Berwick High Street between Quality Street and Church Road.



Figure 1.1 North Berwick High Street Study Area

1.2.2 For the purpose of this study, the project area is considered in two sections:

- High Street, east section – where the most significant changes are proposed because of constrained footway width
- High Street, west section – where lighter touch improvements are to be proposed, focussing on removing footway pinch points and providing safer crossing points

1.3 Policy Context

- 1.3.1 To inform the project, a full review of the national, regional and local policy context was undertaken and is included in **Appendix A**.
- 1.3.2 Overall, the need to create a safer, more accessible, and more attractive High Street in North Berwick resonates with all transport and planning policies at all levels.
- 1.3.3 The National Transport Strategy priorities summarise well what the project should look to achieve:
- **Reduce inequalities** – by ensuring the needs of all users are considered and that the street layout can be safely used by different groups
 - **Takes climate action** – by making active travel safe and convenient for short, local trips
 - **Help deliver inclusive economic growth** – by retaining the character and attractiveness of the High Street to ensure it continues to be a popular area to visit
 - **Improve our health and wellbeing** – by making active travel safe and convenient for short, local trips
- 1.3.4 A key consideration from the policy review is that different modes of travel must be considered in accordance with the National Sustainable Travel Hierarchy, as shown in Figure 1.2

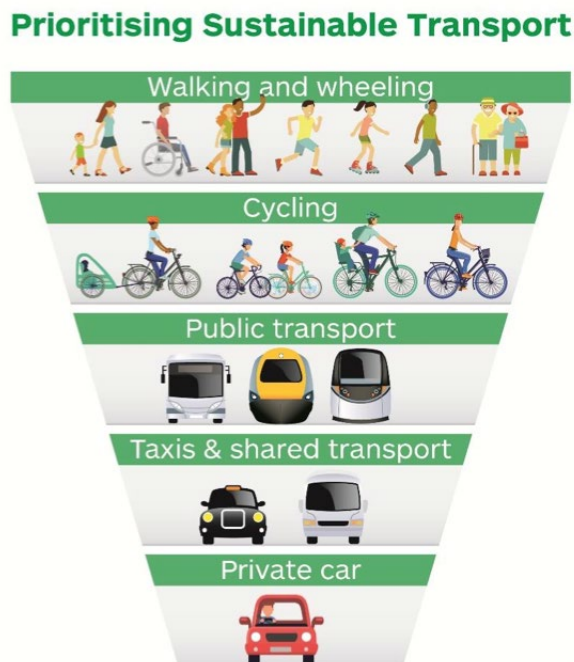


Figure 1.2 National Sustainable Travel Hierarchy

1.4 Project Outcomes

1.4.1 The brief provided by ELC states that a successful study can be expected to achieve the following project outcomes

Physical Outcomes:

- Enhanced physical and perceived road safety and mitigation of risk of conflict between vehicle users, cyclists and pedestrians
- Promotion of active travel solutions in and around North Berwick

Economic Outcomes:

- Support and enhance the economic viability of the town's businesses

Social Outcomes:

- Future enhancement of social cohesion within North Berwick and surrounding areas
- Improved, supported and encouraged safe active travel
- Contribute to community wellbeing within North Berwick and surrounding areas

2 Baseline Review

2.1 Transport Network

Walking and Cycling

- 2.1.1 North Berwick has a well-established network of pedestrian infrastructure formed of footways and footpaths, pedestrian crossings and street lighting. Due to the historic nature of North Berwick Town Centre, the quality of pedestrian infrastructure is variable (usually due to the distances between buildings) with varying footway widths and inconsistent crossing opportunities. The pedestrian network provides connections to services and amenities on High Street as well as the harbour area and surrounding residential areas.
- 2.1.2 Figure 2.1 illustrates walking isochrones that demonstrate the accessibility of High Street based on 5, 10 and 15 minute walking distances, whilst Figure 2.2 illustrates cycling isochrones based on 5, 10 and 15 minute cycling distances.

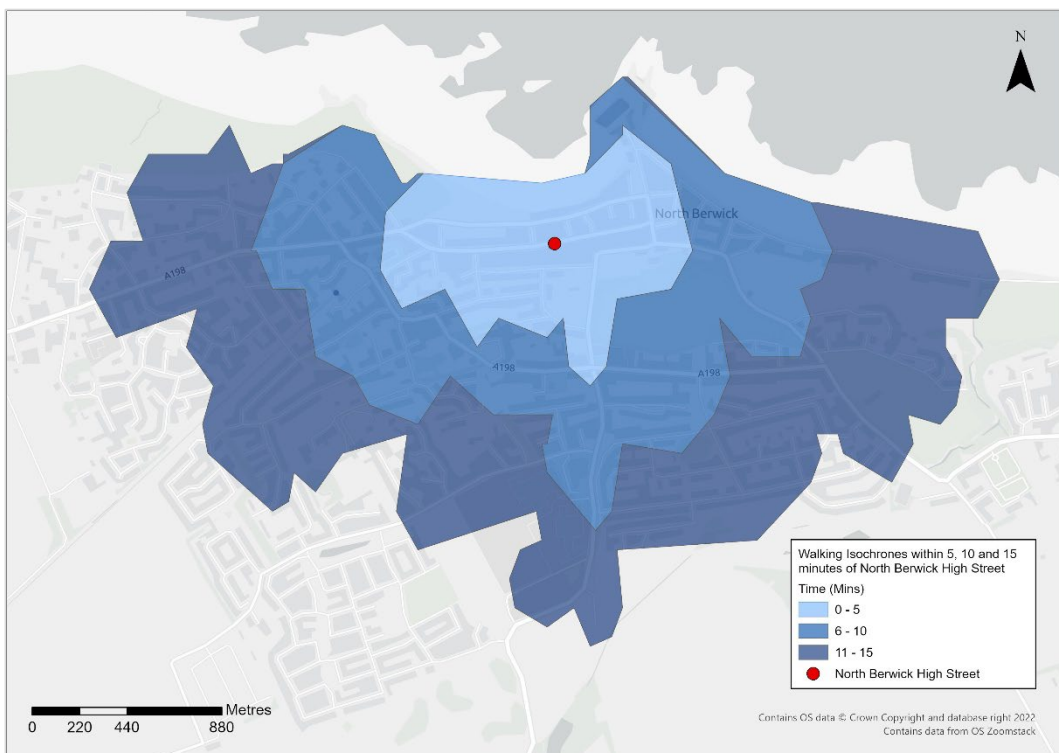


Figure 2.1 Walking Isochrones within 5, 10 and 15 minutes of High Street

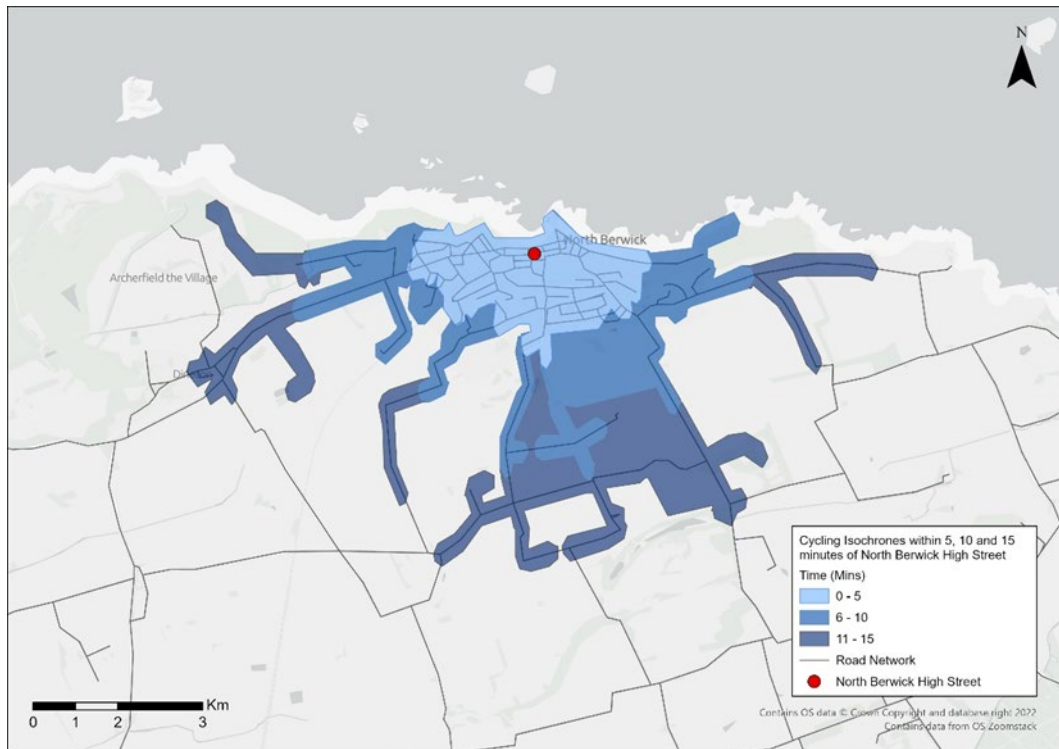


Figure 2.2 Cycling Isochrones within 5, 10 and 15 minutes of High Street

2.1.3 Figure 2.1 indicates that High Street is located within reasonable walking distance of a substantial area of North Berwick, whilst Figure 2.2 indicates that all of North Berwick is within a 15min cycle distance. It is noted that the topography within North Berwick is variable, with a level change rising to approximately 50m above ordnance datum as it moves away from the coastal area.

2.1.4 The current footway varies in width within the eastern section of High Street, as shown in Table 2-1, which highlights that the footway is regularly below 1.5m in width (Inclusive Mobility states that a wheelchair user and an ambulant person side-by-side need 1.5m width¹). A minimum width of 1.5m is required to allow adequate space for a wheelchair user and ambulant person to pass each other when travelling in opposite directions.

Table 2-1 High Street (east section) Current Footway Widths

Distance from Quality Street (m)	South Footway	North Footway
Chainage 0	1.27m	1.25m
Chainage 20	1.54m	1.5m
Chainage 40	1.09m	2.01m
Chainage 60	1.16m	1.68m
Chainage 80	1.05m	1.27m
Chainage 100	1.02m	Varies
Chainage 120	1.32m	Varies

1

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/3695/inclusive-mobility.pdf

2.1.5 Further to the footway width being an issue, site visits also confirmed that the existing surface is in need of repair in places; concrete sections and paved areas are broken and uneven and kerbstones are of inconsistent heights (which is a particular challenge for the visually impaired). Figure 2.3 illustrates the general condition of footway surfaces on High Street.



Figure 2.3 Typical footway surfaces on High Street

Public Transport Accessibility

2.1.6 The nearest bus stop to High Street is located just outside the study area on Church Street. The bus stop is provided with a shelter, although it is noted that no timetable information was available at the bus stop during site visits. Table 2-2 shows the bus services and frequencies of service operating from the bus stop on Church Street during peak periods.

Table 2-2 Bus Services and Frequencies (Note: information correct as of October 2022)

Service Number	Bus Operator	Bus Route	Frequency		
			Mon-Fri	Sat	Sun
120	Eve Coaches	Dunbar to North Berwick	14 services daily	16 services daily	20 services daily
121	Eve Coaches	Haddington to North Berwick	14 services daily	14 services daily	14 services daily
124	East Coast Buses	Edinburgh to North Berwick	Services every 30mins	Services every 30mins	Services every 30mins
N124	East Coast Buses	Edinburgh to North Berwick	No Services	One Service per Night	One Service per Night
X5	East Coast Buses	Edinburgh to North Berwick	Services every hour	Services every hour	No Services

2.1.7 Table 2-2 indicates that there is a regular frequency of buses that operate in the vicinity of High Street, however it is noted that these services operate on regional routes and that accessibility to buses that serve North Berwick Town Centre is limited for some residential areas, particularly the residential areas adjacent to Grange Road.

2.1.8 North Berwick rail station is located approximately 800m to the west of High Street. North Berwick rail station provides frequent services to Edinburgh and links to onward strategic destinations throughout Scotland. Figure 2.1 shows that North Berwick rail station is within a 10-minute walk from High Street.

2.1.9 The station is the terminus of the North Berwick Line and services operate on a regular hourly frequency on weekdays, with additional peak hour services and an hourly service on Saturdays and Sundays. Most trains operate all-stations between North Berwick and Edinburgh, with one morning service to Haymarket in the morning peak and a return journey from Haymarket in the evening.

Road Network

2.1.10 High Street is a single carriageway road of inconsistent width that extends generally from east to west from the junction with Quality Street to the junction with Church Road, where it becomes Westgate. The carriageway has a variable width of between 3.6m to 4.8m which operates under a one-way traffic system and is subject to a speed limit of 20mph.

2.1.11 Parking takes place throughout High Street and, although there are Traffic Regulation Orders (double yellow lines) and planters, some inappropriate (not permitted) parking does occur, particularly on the east section.

2.1.12 A full topographical survey was undertaken in autumn 2022 for the eastern section which found that:

- There is capacity for the legal parking of around eight standard cars
- At any given time up to an additional eight standard cars may park on High Street illegally, depending on the distances left between cars and the use of sections where parking is not permitted
- There can be up to three standard cars parking in the loading bay outside Nisa (which is intended for loading and deliveries)

2.1.13 Overall, the intended parking provision on the east section of High Street is eight standard cars but a maximum of 19 can, at times, be parked. Figure 2.4 illustrates the current layout of High Street between Quality Street and Market Place, highlighting the existing use of the street by people parking.

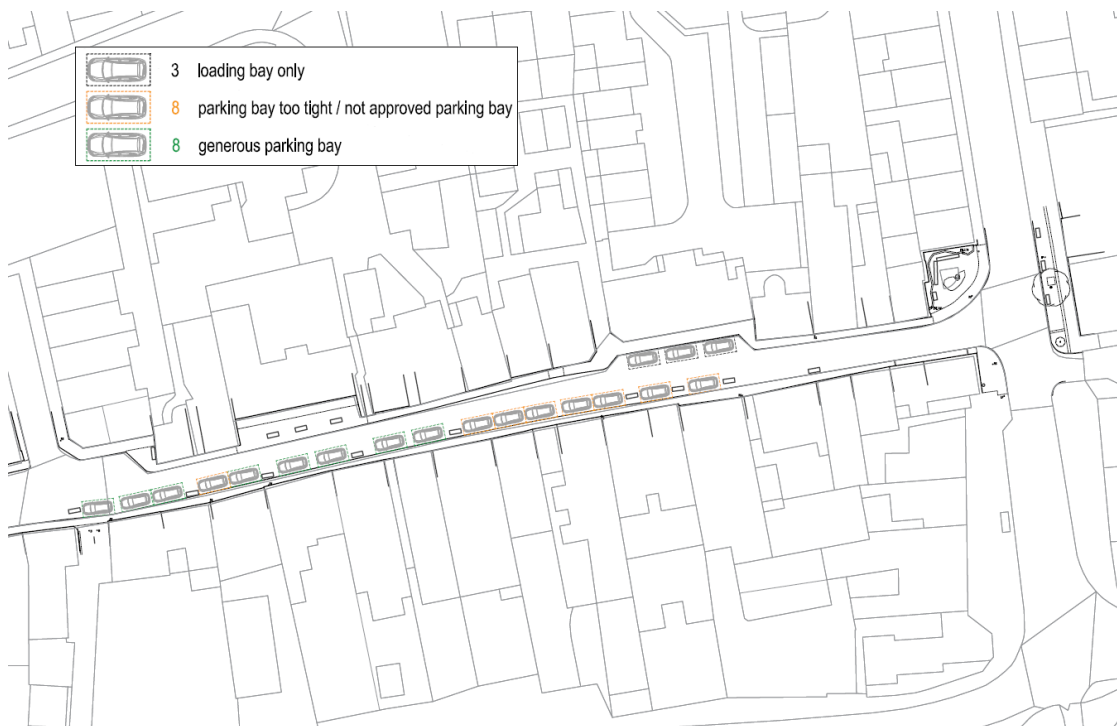


Figure 2.4 Current Layout of High Street between Quality Street and Church Road

2.1.14 In the immediate vicinity, High Street is bounded to the north by Forth Street and to the south by Kirk Ports and St Andrews Street. Links to the wider local and strategic road network are provided by the A198 which routes through North Berwick in a general east to west direction, and the B1347 which routes from Law Road in a north to south direction.

2.2 Parking Provision and Behaviour

2.2.1 Figure 2.5 shows the location of the five car parks which are under consideration in this study. The car parks include the:

- East Road
- Glebe Road
- Kirk Ports
- Quality Street
- North Berwick Rugby Club



Figure 2.5 Car Park Locations in the Vicinity of North Berwick High Street

2.2.2 Figure 2.6 below shows the number of car parking spaces available in 2022 for the five car parks under consideration in this study.

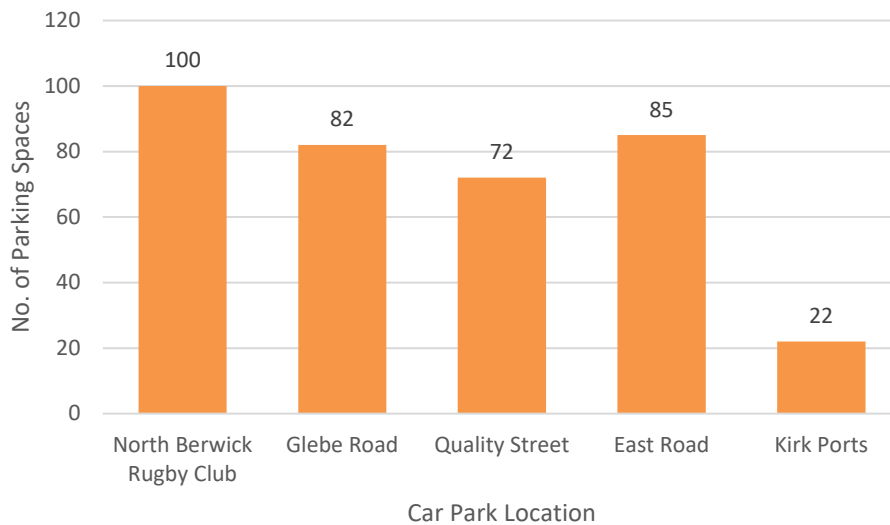


Figure 2.6 Number of Parking Spaces (Sources: Parkopedia and Google)

- 2.2.3 The largest occupancy car park is North Berwick Rugby Club with approximately 100 spaces available. This is followed by Glebe Road (approximately 82 spaces), Quality Street (approximately 72 spaces), East Road (approximately 85 spaces) and Kirk Ports (approximately 22 spaces).
- 2.2.4 The defined legal parking capacity on the entire length of High Street is 48 parking spaces, with eight legal parking spaces on High Street between Quality Street and Market Place, although it is noted that some of these spaces are outwith the study area.
- 2.2.5 It is noted that parking capacity was identified by ELC during parking beat surveys in 2019 and was used to obtain the information required for Quality Street, Glebe Road, East Road and Kirk Port car parks. Parking information for North Berwick Rugby Club was not available, therefore an aerial image from Google Street View was used to estimate the number of parking spaces available.

Car Park Occupancy and Duration of Stay

- 2.2.6 ELC undertook a parking beat parking beat survey in August 2019, which was recalibrated in 2021, to establish the level of parking provision and public parking demand. A report was published in April 2022, 'Assessment of Car Parking Performance in North Berwick', which provides an overview of the performance of parking provision within North Berwick during the study periods.
- 2.2.7 East Lothian Council are undertaking a parallel study (North Berwick Parking Economic Impact Assessment) which aims to develop an understanding of the economic, social, and wider societal benefits and impacts of introducing new parking management measures in North Berwick. The objective of the study is to seek to understand and place monetary values on the benefits and wider economic impacts that would be realised through parking management controls. The study is aimed to provide a value of judgement to be taken on the proposed parking interventions and to provide an evidence base for the Council on which to base investment decisions and set policy around parking management and reinvestment of funds achieved as part of the strategy. No specific parking measures are expected to be outlined within the study, rather an estimate of the impact and revenue from the implementation of parking controls is expected to be calculated.

2.3 Census Data

2.3.1 To evaluate the demographic context and transport characteristics of North Berwick we have evaluated 2011 Scottish Census Data, using the 'North Berwick North – 01 to 04' and 'North Berwick South – 01 to 04' which represent all data zones that North Berwick is comprised of.

2.3.2 It is acknowledged that the information from the Scottish Census is now dated; the 2022 Scottish Census has recently been completed. This notwithstanding, it is considered that census data still represents a robust and appropriate method for estimating location specific data, such as population and travel patterns.

Population

2.3.3 The number and percentage population estimates for North Berwick and East Lothian are shown in Table 2-3 and Figure 2.7 respectively.

Table 2-3 Population Estimates (Source: Census 2011, ONS)

Location	Aged 0 - 16	Aged 16 - 64	Aged 65 and over	Total Population
North Berwick	1,185	3,934	1,802	6,921
East Lothian	18,628	63,326	17,763	99,717

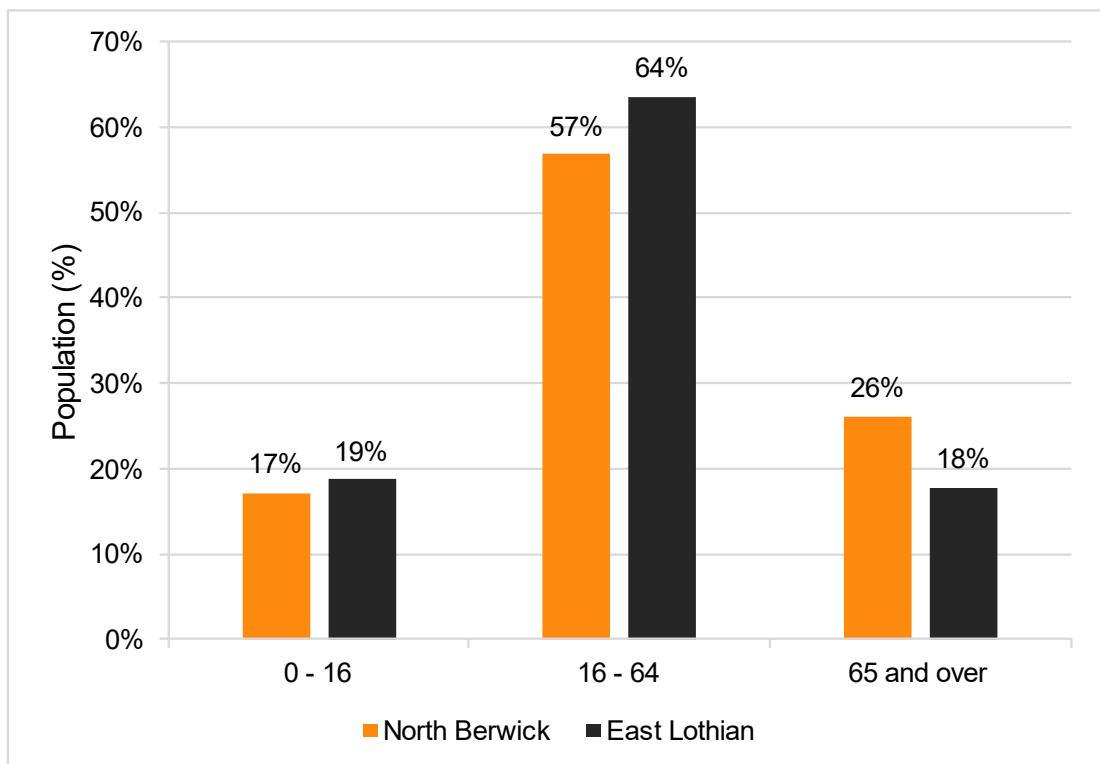


Figure 2.7 Population Estimates (Source: Census 2011, ONS)

2.3.4 Overall, North Berwick has a total population of approximately 6,921, which equates to around 7% of East Lothian's total population of approximately 99,717.

2.3.5 The working age population (those aged between 16 – 64 years) is slightly lower in North Berwick compared to East Lothian as a whole, with 57% and 64% respectively. There is also a

lower percentage of those aged 0 - 16 (17 and 19%) and a higher percentage of those aged 65 and over (26% and 18%).

Method of Travel to Work or Study

2.3.6 To determine the mode choice of people living and working in North Berwick, we have evaluated the 'method of travel to work or study' category from the 2011 Scottish Census. We consider this to be an appropriate method for estimating the likely mode share for people travelling in the area. The census mode share for North Berwick is summarised in Figure 2.8.

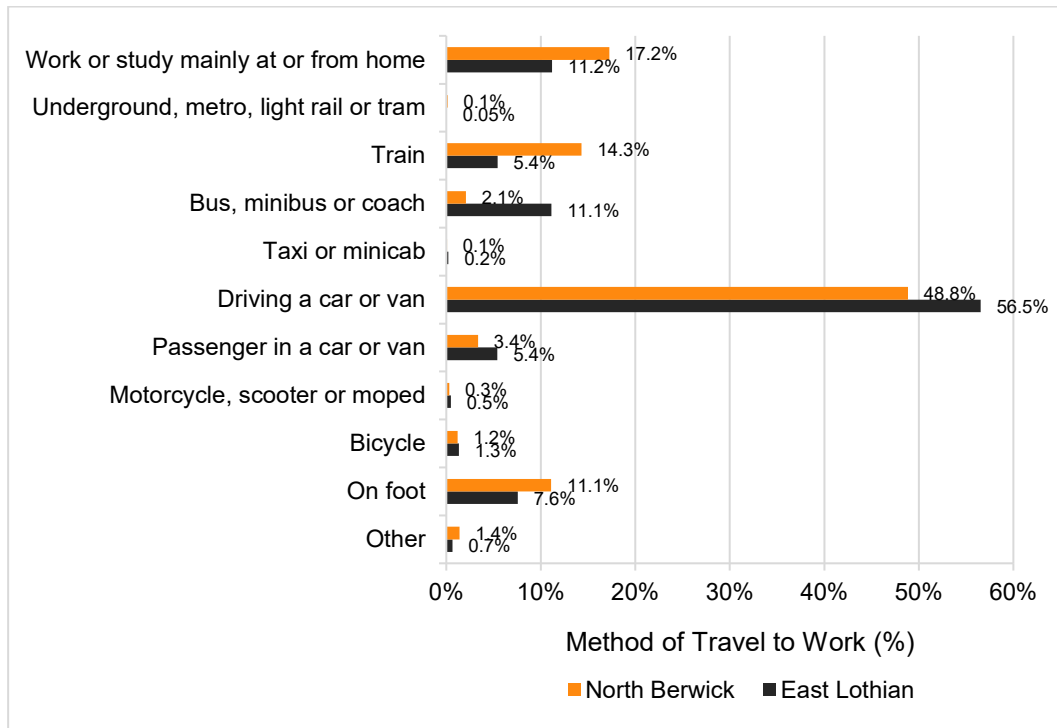


Figure 2.8 Mode Share (Source: Scottish Census 2011, ONS)

2.3.7 The mode share data indicates that the most popular method of travel within North Berwick is driving with approximately 49% of people choosing to travel using this mode. The next most popular mode of transport is public transport with around 16% choosing to travel by rail (14.3%) or bus (2.1%), whilst approximately 11.1% travel on foot. The data also shows that around 17.2% of people in North Berwick worked from home in 2011; it is considered likely that the percentage of people working from home will have increased due to the change in working patterns post COVID.

Scottish Index of Multiple Deprivation

2.3.8 Scottish Index of Multiple Deprivation (SIMD) is a relative measure of deprivation across all data zones in Scotland. If an area is 'deprived', this can relate to a range of aspects including income, employment, education, health, access to services, crime and housing.

2.3.9 Table 2-4 Scottish Index of Multiple Deprivations (Source: SIMD, 2020) shows the SIMD ranking for each category for North Berwick and East Lothian as a whole, with one being the lowest level of deprivation and five being the highest.

Table 2-4 Scottish Index of Multiple Deprivations (Source: SIMD, 2020)

Location	Income	Employment	Education	Health	Access to Services	Crime	Housing	Overall
North Berwick	4.2	4.2	4.6	4.6	2.8	4.5	4.1	4.4
East Lothian	3.1	3.1	3.2	3.6	2.7	3.3	3.3	3.3

2.4 Traffic Flows

2.4.1 Traffic count data was collected for High Street over a neutral 7-day period from 30th March 2019 to 5th April 2019, and from 19th March to 25th March 2020. It is noted that the traffic count data for 2020 was collected at the onset of the national lockdown associated with COVID-19. Table 2-5 Traffic Flows on North Berwick High Street for Average Weekday, Saturday and Sunday shows the total traffic flow observed on North Berwick High Street on selected days in 2019 and 2020. The hourly trends are presented in Figure 2.9.

Table 2-5 Traffic Flows on North Berwick High Street for Average Weekday, Saturday and Sunday

Date		Total Observed Traffic Flow		
		Weekday	Saturday	Sunday
2019	Pre Covid	2,979	3,143	2,692
2020	During Covid	2,097	2,425	2,547

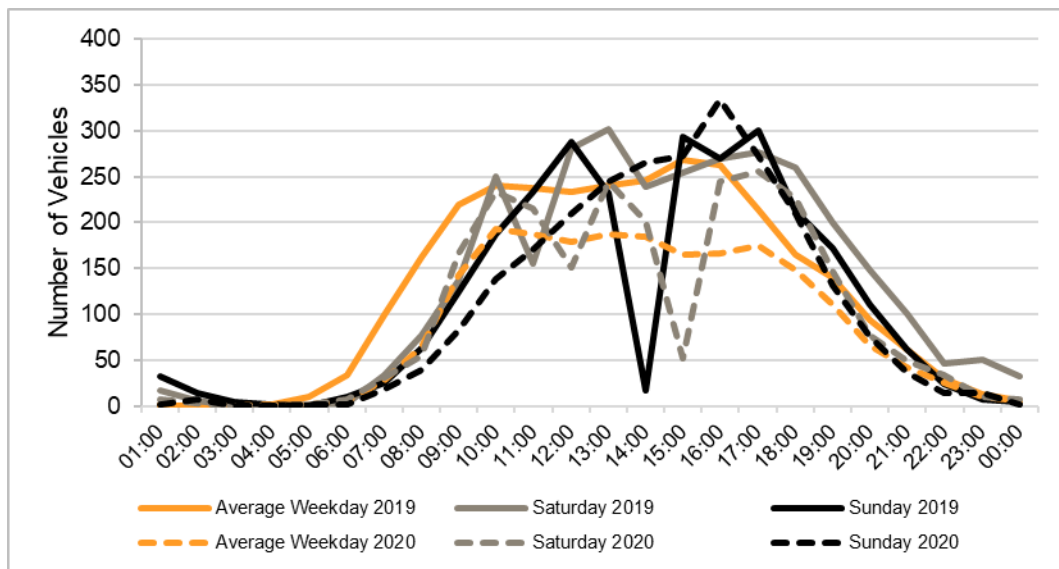


Figure 2.9 Hourly Traffic Flows on North Berwick High Street for Average Weekday, Saturday and Sunday

2.4.2 Table 2-5 demonstrates a reduction in the total observed traffic flow on North Berwick High Street between 2019 and 2020. In both years, traffic flow was higher on a Saturday compared with an average weekday.

- 2.4.3 The trends presented in Table 2-5 are generally what is expected for the observed daily traffic flow. There is an increase in traffic in the AM peak period between 07:00-09:59 and then a sequential decrease from 16:00 onwards. Traffic flow appears to be more variable on Saturday and Sunday compared with the average weekday.
- 2.4.4 Speed data for vehicle travelling along North Berwick High Street was also collected during selected days in 2019 and 2020. During 2019 the average vehicle speed was 12.4mph whilst the 85th percentile speed was 16.3mph; during 2020 the average vehicle speed was 11.7mph whilst the 85th percentile speed was 18.4mph.
- 2.4.5 Figure 2.10 shows an extract from Strava data for North Berwick. Strava is an online exercise tracking platform and social network, primarily used for running and cycling, that allows users to record their activities using GPS data. Strava data has limitations in terms of demographic of sample, however it illustrates which routes people choose for walking and cycling.

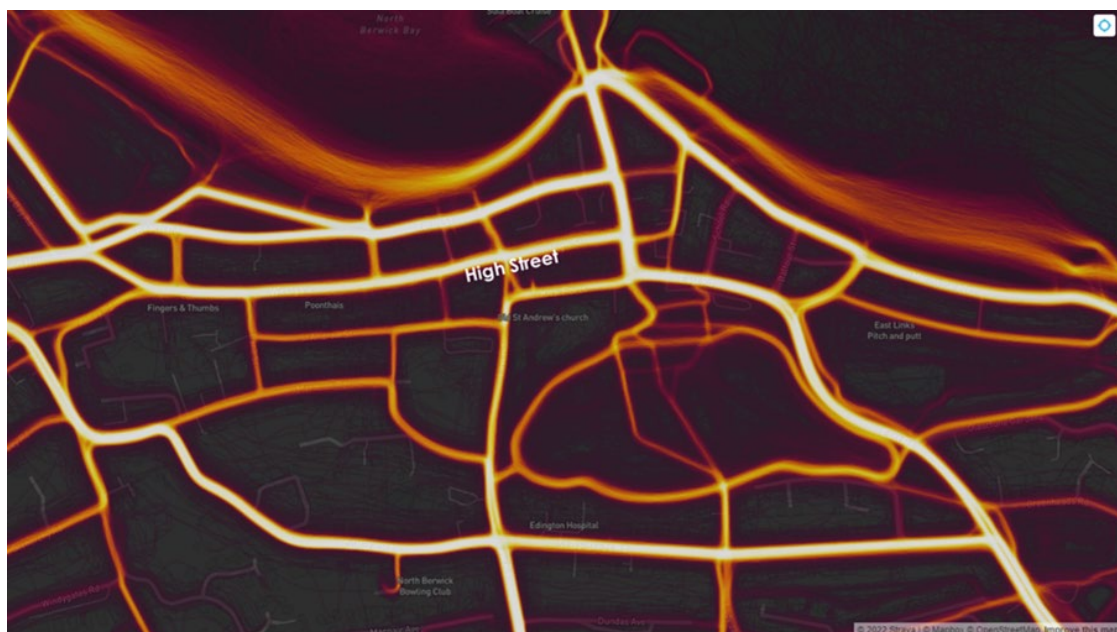


Figure 2.10 Strava Data (all active travel modes)

Collision Data

- 2.4.6 The Crashmap website has been interrogated to identify the number of road traffic collisions and personal injury incidents that have occurred during the previous 10-year period (2012 – 2021) within the study area. The results of this process are indicated by Table 2-6, whilst Figure 2.11 illustrates the location of collisions within the study area.

Table 2-6 Collision Statistics

Collision Severity	No. of Collisions	Comment
Slight	2	A collision occurred in 2014 on High Street in the Vicinity of Church Road. Another collision occurred in 2016 on High Street in the vicinity of St Andrews Blackadder Church.
Severe	1	A collision occurred in 2013 at the junction of High Street and Market Place.
Fatal	0	-
Total	3	-



Figure 2.11 Location of Collision within the Study Area (Source: OpenStreetMap and Crashmap)

2.4.7 Table 2-6 indicates that two 'slight' personal injury collisions and one 'serious' personal injury collision occurred in the last 10 years within the study area. It is noted that all of the personal injury collisions recorded on High Street resulted in injuries to pedestrians.

2.4.8 Whilst the assessment of data indicates that there is a low rate of collisions and no 'cluster' sites have been identified in the study area, it is noted that data is only available for collisions that result in personal injury and there is no data available to assess damage only / unreported collisions and near misses. Anecdotal evidence suggests that North Berwick High Street, within the study area, has a high incidence of vehicle / pedestrian conflicts and a high number of near misses and non-reportable incidents which is explored through community engagement.

2.5 Review of 2017 Charrette

- 2.5.1 In 2017, Kevin Murray Associates undertook the North Berwick Town Centre Charrette, which was led by the North Berwick Coastal Area Partnership and was funded in part through the Scottish Governments Charrette Mainstreaming programme, with support from ELC.
- 2.5.2 The charrette consisted of a number of interactive planning and design workshops which were open to all and ran at various locations in the Town Centre during May and June 2017, which aimed to produce a range of ideas and potential projects which would improve accessibility in the Town Centre.
- 2.5.3 Through the interactive planning and design workshops a vision and placemaking strategy for the Town Centre was devised as follows:

'A friendly, universally accessible place that makes best use of its distinctive historic fabric to connect locals and visitors with

- *An enjoyable and effective movement network*
- *A range of well-connected uses and amenities*
- *Good information, signing and parking regime*
- *A choice of homes, shops and services*
- *A positive and welcoming culture*

Delivered through a positive medium-term community plan to improve conditions for everyone.'

- 2.5.4 Through the charrette process, 44 projects were identified with the top three projects identified as:
1. **Improving walking and access at the east end of High Street** – making major people focussed improvements to walking and access conditions along the section of the street
 2. **Providing a better parking strategy** – to increase effectiveness and turnover so enabling other projects and contributing to a people focused Town Centre
 3. **Improvements for people movement** – a programme of individual projects that will combine to create a much improved and high-quality place giving more space for people and activities
- 2.5.5 An action plan was created to bring together the projects and themes that were identified through the charrette process and to prioritise them based a number of indicators (sustainability, accessibility and community building). The action plan identifies High Street between Quality Street and Market Place as the highest priority project.

2.6 Previous Design Layout

- 2.6.1 Following the 2017 North Berwick Town Centre Charrette, ELC produced a design option for the east end of High Street that sought to address the issues identified through the charrette process. The previous design option is shown in Figure 2.12 and is available in **Appendix B**.

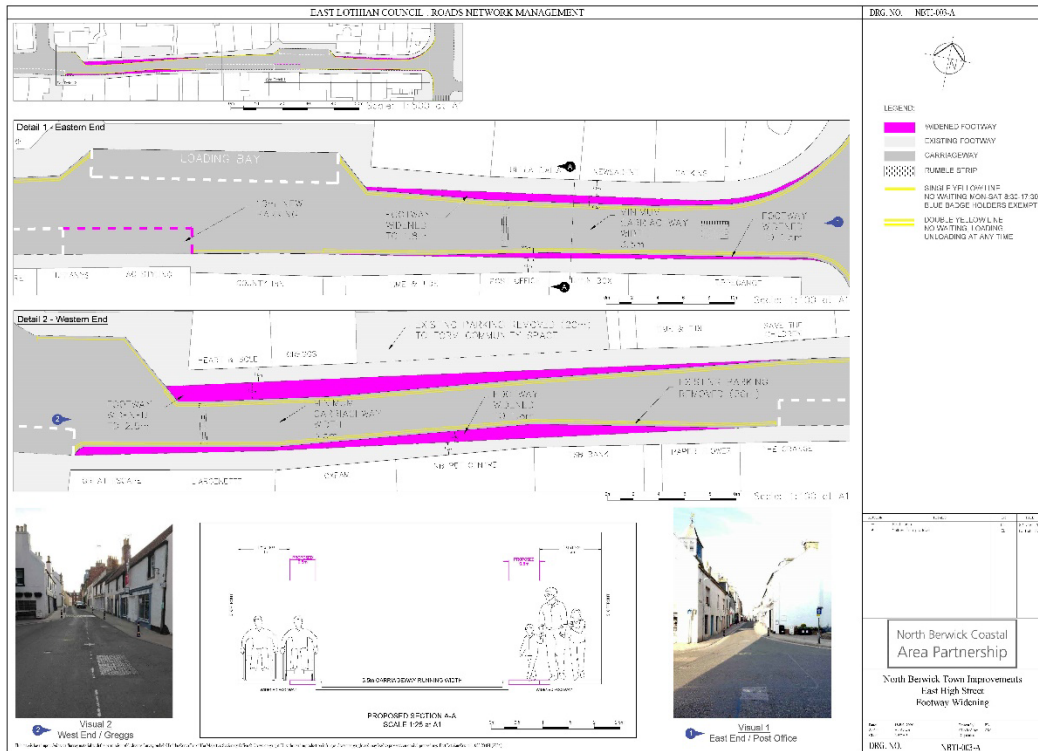


Figure 2.12 Previous Design Option for east end of North Berwick High Street (Source: ELC)

3 Case Studies

- 3.1.1 A review of case studies was undertaken of High Streets in Scotland that had undergone or planned to implement improvement works to increase accessibility and improve the pedestrian experience. It is noted that North Berwick High Street sits within a heritage conservation area and is a coastal market town, therefore identifying locations with similar characteristics that have implemented similar improvements was challenging.
- 3.1.2 The above notwithstanding, there is a significant body of evidence that improving the environment for people walking, wheeling and cycling improves accessibility and health, reduces pollution and can boost footfall and trading for businesses².
- 3.1.3 The following sections detail case studies of projects that propose and have introduced interventions that enhance pedestrian infrastructure and experience.

3.2 Queensferry High Street Public Realm

- 3.2.1 In 2018, Ironside Farrar Ltd was commissioned on behalf of the City of Edinburgh Council to create a concept design that would help to re-establish Queensferry High Street as a high-quality heritage destination, serving residents and encouraging increased use and tourism. This was to be done primarily through replacing footways and carriageway resurfacing, with the potential to explore an Environmental Order to restrict large vehicles. The project covers the core of Queensferry extending down to Hawes Pier. Figure 3.1 illustrates the key proposals that are recommended as part of the Queensferry High Street Public Realm project.

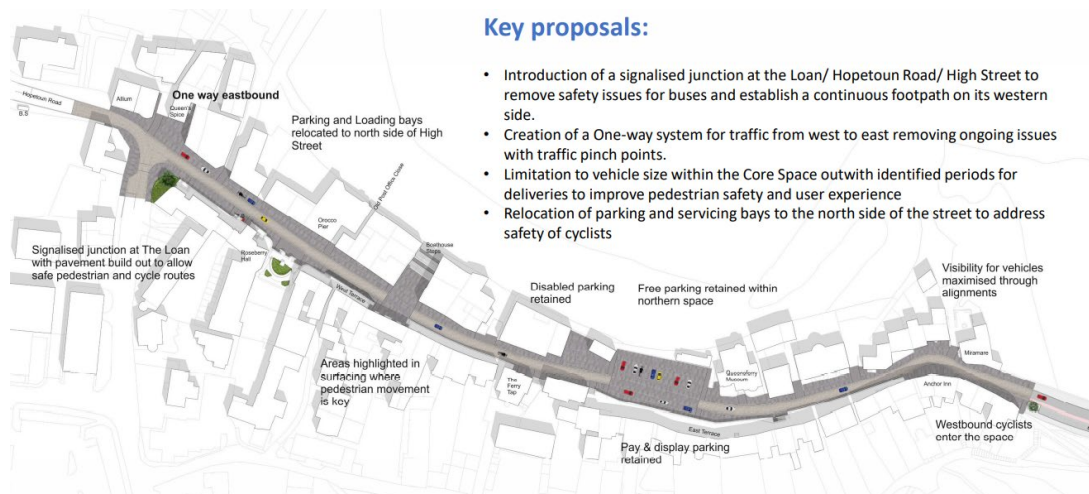


Figure 3.1 Queensferry High Street Public Realm Proposals

- 3.2.2 Within the core area of Queensferry, a number of changes were proposed, such as a signalised junction at Loan / Hopetoun Road / High Street to establish a continuous footpath and improve safety for buses. A one-way system was proposed travelling from west to east to help alleviate pinch points and maximise vehicle visibility through alignments. There were limits imposed on the size of delivery vehicles within designated time periods to help improve pedestrian safety. To address safety concerns from cyclists, parking and servicing bays were relocated to the north side of the street.

² Living Streets (2018), The Pedestrian Pound

- 3.2.3 Further along the study area at Hawes Pier, a one-way system eastbound through the car park was created, alongside a westbound cycle lane. This was done to improve pedestrian access and maximise scope for parking. Measures to improve the general appearance of the area such as visitor signage were also implemented to encourage a flow for visitors / tourists through the area.
- 3.2.4 Queensferry centre was experiencing a decline in visitors and tourism due to the increasing popularity of online shopping and large out of town retail parks. In addition to economic decline, the area was becoming increasingly congested due to high volumes of traffic through inadequate streets. In combination, this was creating a hostile environment for those visiting the area and wishing to travel actively.
- 3.2.5 The project is still in progress with the City of Edinburgh Council are currently in the process of making draft Traffic Regulation Orders for the project.

3.3 Dundee Union Street

- 3.3.1 As part of the Spaces for People scheme during the Covid-19 pandemic, Dundee City Council closed Union Street periodically to through traffic. Measures began on the 15th July 2020 and involved placing planters in strategic locations along the street to create separation and towards the entrance to the street to deter traffic. Street views collected using Google Maps can be seen below and show the street in September 2020 (Figure 3.2 and Figure 3.3).



Figure 3.2 - Union Street South Entrance



Figure 3.3 - Union Street North Entrance

- 3.3.2 The street was then turned into a pedestrian and cycle zone, except for between 4pm-11pm where vehicles are permitted for loading purposes only. There is no parking permitted on the street at any time. A mural was also created by local Dundee artist Callum Laird to create the illusion of a pedestrian crossing in order to deter traffic and create a sense of separation from the current street network. The mural was installed using eco-friendly chalk paint that lasts approximately 6-8 weeks, depending on weather conditions.
- 3.3.3 The final measure introduced was a parklet, which was installed outside the Aalabtree B&B that is decked to pavement level, is open to the public and can be dismantled and moved if required as it is a semi-permanent installation.
- 3.3.4 The reaction to these changes was primarily positive, with businesses citing the pedestrianisation of the street encouraging users to visit the bars, restaurants and other amenities in the area. However, there were some concerns surrounding loss of trade due to lack of parking, and as this was implemented in summer, how the street would function in the winter months.
- 3.3.5 In December 2021, Dundee City Council and the UNESCO City of Design Dundee decided that the pedestrianisation of Union Street would be made permanent. Since then, further action has been taken, with public engagement events held in July 2022 to determine how the local community would like Union Street to function and their thoughts and views.
- 3.3.6 Currently, Dundee City Council are working towards submitting an application for Stages 3-4 of Sustrans Scotland's Places for Everyone funding. The designs submitted will be based on feedback from the local community and the current layout of Union Street.

3.4 Economic Benefits of Active Travel

- 3.4.1 Although no detailed economic impact assessment has been undertaken, there is a large body of evidence / case studies which highlight the economic benefits of increased walking and cycling provision and footfall on local high streets.
- 3.4.2 A review of available literature has been undertaken to inform the project and found there is a perception that the reduction of parking spaces / car access reduces the economic viability of

small businesses. Although this may be true in isolated cases, it is mostly false, with retailers overestimating the importance of car travel for their business.

3.5 Environmental Benefits of Active Travel

- 3.5.1 In 2017 road transport produced around 21% of the UK's total Greenhouse Gas (GHG) emissions³. With transport being one of the only sectors where emissions are rising, action is needed. A 2,000 person study by the University of Oxford found that those who switched from car-driving to active transport (walking, wheeling and cycling) for just one trip per day reduced their carbon footprint by about 0.5 tonnes over a year⁴.

3.6 Summary

- 3.6.1 It is clear from the case studies presented within this report, and the extensive body of available literature, that introducing improvements to pedestrian infrastructure and public realm have significant benefits to communities in terms of equality, accessibility, environment and economy.
- 3.6.2 It is acknowledged that North Berwick has its own unique character and high prevalence of independent retailers so no attempt has been made, at this stage, to quantify the impact on shops and businesses of any new High Street layout or the removal of small parking spaces based on the findings from elsewhere.

³ [Road transport and air emissions - Office for National Statistics](#)

⁴ Brand, C., Et al (2021) The climate change mitigation impacts of active travel: Evidence from a longitudinal panel study in seven European cities. *Global Environmental Change* 67, 102224.
<https://doi.org/10.1016/j.gloenvcha.2021.102224>

4 Stakeholder and Community Engagement

- 4.1.1 A comprehensive stakeholder and community engagement exercise has been undertaken, which is set out in the consultation report for the project and summarised in the section below. The full consultation report is available in **Appendix C**. Table 4-1 provides an overview of the stakeholder and community engagement activities that have been conducted as part of the project.

Table 4-1 Overview of Consultation Activities

Activity	Audience	Dates
Early engagement to key stakeholders	Emails sent to local councillors, North Berwick Community Council, North Berwick Area Partnership and North Berwick Business Association.	w/c 25 th July
Online survey	General public, local businesses, local residents and local councillors to be approached to facilitate communications for survey and provision of hard copy surveys where required.	w/c 1 st August to 28 th August ⁵
In-person walk-through event	Local councillors, North Berwick Community Council, North Berwick Area Partnership and North Berwick Business Association.	21 st July
Public event	Drop-in event to the general public (users of the high street, local businesses, local residents, local councillors, etc)	16 th August
Stakeholder workshops	All stakeholders divided into groups.	w/c 29 th August
MS Teams discussions/workshops	Equalities groups, members of the public who have expressed interest through survey.	w/c 29 th August
Frequently Asked Questions (FAQs)	Through the consultation process a list of FAQs and responses were maintained and hosted on the Council's website ⁶	Ongoing
Dedicated project email address and phone number (NorthBerwickHighStreet@Stantec.com)	General public, local businesses, local residents and local councillors to be approached to facilitate communications for survey and provision of hard copy surveys where required.	Throughout

4.2 Stakeholders

- 4.2.1 A Stakeholder mapping exercise was undertaken as part of the engagement planning and early project stages. Stakeholders were identified for each community and classified according to their nature and the place they hold, (Stakeholder type). Detail of the stakeholder

⁵ Responses received after this date were still considered

⁶ https://www.eastlothian.gov.uk/info/210560/your_council/12728/north_berwick_high_street_consultation

identification approach is held within the Communications and Engagement Plan, which is available in **Appendix C**.

- 4.2.2 A stakeholder analysis was carried out to assess the interests or impacts of each stakeholder on the project and their associated influencing power. The analysis defines the appropriate method and level of communication and engagement for each stakeholder. Table 4-2 below shows the results of the stakeholder analysis for the project.

Table 4-2 Stakeholder Analysis

Influence	High	Consult	Engage
		Local residents Primary Schools Secondary Schools Community councils Transport organisations Local authorities Emergency services Rail services Bus operators	North Berwick Community North Berwick Coastal Area Partnership North Berwick Business Association Local councillors Visually impaired groups Active travel charities/groups Employment groups Social justice groups Mental health groups Hearing impairment groups Older people groups Learning disability groups Inequality groups
Low		Monitor	Keep Informed
	Other projects (ELC) Other projects (Wider)	Leisure clubs Sports centres Golf Clubs Parks and Attractions Hotels B&B's	
Low ← Interest → High			

4.2.3 The consult, engage, monitor, keep informed approach can be summarised as:

- Consult - provide these stakeholders with enough information and interaction to keep them updated and to address their concerns, but do not overwhelm them with too much information.
- Engage - these stakeholders are essential to the project and must be fully engaged with.
- Monitor - keep in close contact with these stakeholders to ensure a co-ordinated approach and that no major issues are arising.
- Keep informed - keep these stakeholders adequately updated as and when required.

4.3 Equality Impact Assessment

4.3.1 An Equality Impact Assessment (EqIA) was prepared at an early stage and is a “live” document which has been updated throughout. Application and development of a robust EqIA provides an opportunity to consider the needs marginalised and hard to reach groups.

4.3.2 The EqIA for the project is contained within **Appendix D**.

4.4 Promotion of Engagement Events

4.4.1 Engagement events (including the online survey, in-person events and stakeholder workshops) were promoted through a variety of channels. Emails were sent to a number of key stakeholders and organisations, providing example text to be used in social media posts or emails – several stakeholders created social media posts using these templates.

4.4.2 The Council also promoted engagement events through social media channels and the council website, and the survey was promoted in the East Lothian Courier newspaper. Direct emails were sent to anyone who had completed the Online Survey and provided an email

address to be contacted about in-person events. Direct emails were also sent to various local businesses and organisations that were identified during the stakeholder mapping exercise.

- 4.4.3 Laminated posters were placed around the High Street, mainly at entry and exit points but also near notice boards. These posters included a link and a QR code to the survey. The posters also included information about how to access hard copies of the survey, or to complete the survey over the phone. Figure 4.1, Figure 4.2 and Figure 4.3 demonstrate examples of materials used to promote the consultation, for both the online survey and in-person events.



Figure 4.1 Poster used to promote online survey and drop-in event



Figure 4.2 ELC Twitter post to promote online survey and drop-in event

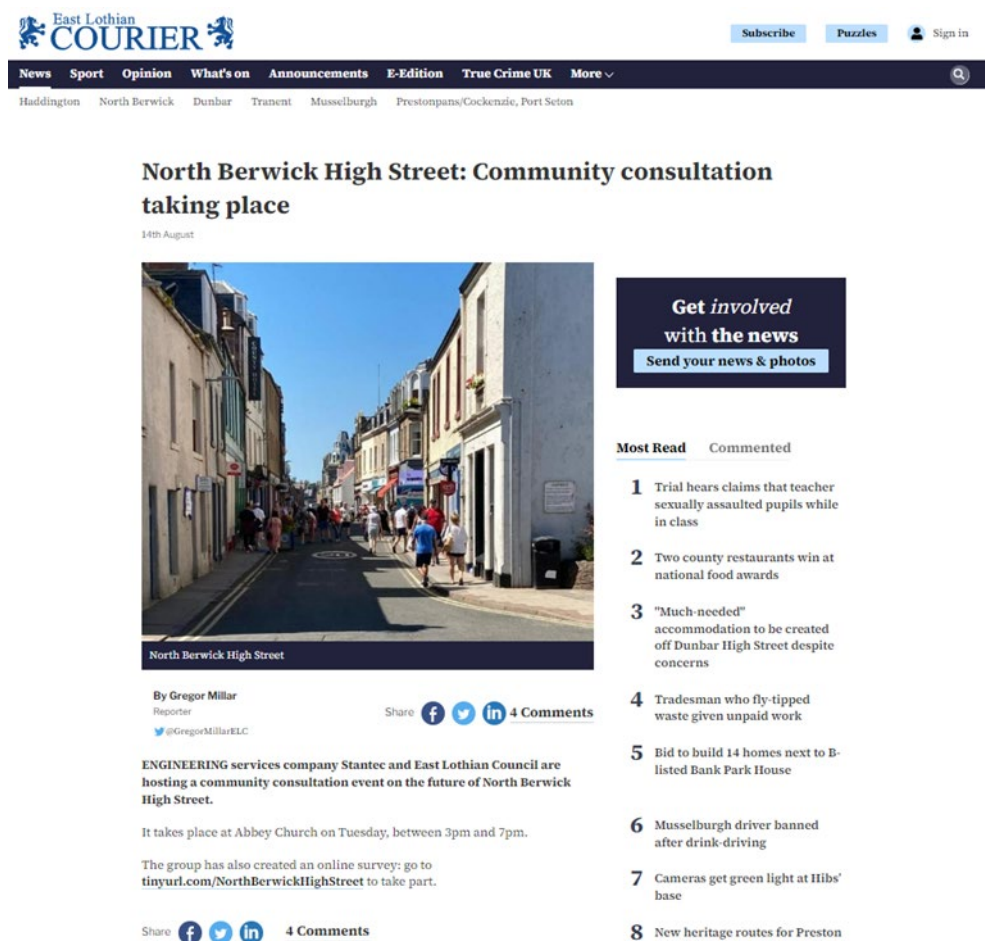


Figure 4.3 Promotion of Online Survey and Drop-in Event in Local Newspaper

4.5 Online Survey

Structure of Online Survey

- 4.5.1 An online survey was designed using Microsoft Forms. The survey consisted of a variety of types of question:
- **Privacy notice** - all respondents were required to agree to the use of their data in line with Stantec and ELC privacy policies.
 - **Connection to the area** - five questions were included to understand the capacity in which people were responding to the survey, reasons for visiting, how often they visit the High Street, and for what purposes, what their most common model of travel is and where they park.
 - **Comments on High Street** - two questions were included that invited comments about safety and attractiveness of the existing High Street.
 - **Designs** - respondents were provided with two images of the current High Street and one question of a possible reconfiguration.
 - **Proposed High Street** - respondents were asked for their opinions on the proposals. They were asked whether they agreed with proposed changes to the High Street and which of the possible options they would prefer. Respondents were also asked about any concerns regarding the redesign of the High Street.
 - **Access to further information** - prior to the in-person engagement event, the survey included an opportunity for respondents to provide their email address, to be contacted about online focus groups/workshops.
 - **Demographics** - respondents were asked to answer a number of demographic questions including age, gender and whether they had a disability. This list of demographic questions had initially tried to capture the full range of protected characteristics but was reduced in response to early comments on the survey. Respondents who said that they had a disability were asked if they would like to attend a workshop specifically relating to accessibility aspects of the proposals.

Responses

- 4.5.2 In total, there were 1,553 responses to the survey. All of these responses were completed online. The key findings from the online survey are as follows:
- The majority of respondents either travelled on foot (48%) or by car (44%). The number of people travelling on foot is perhaps not surprising given how many respondents are local residents to the High Street.
 - Of the respondents who said they were local residents, 51% said their most common mode of transport to reach the High Street is on foot. This is followed by 44% of respondents using a car.
 - Most respondents park on-street, on the High Street (27%). On Forth Street (12%), Glebe Car Park (12%), Kirk Ports Car Park (11%), Quality Street Car Park (11%) and on Quality Street (10%) all had similar response numbers to this question.
 - Around a third 33% of respondents (33%) answered 'Unsafe' and a further 14% felt 'Very Unsafe' on the current High Street. Around a quarter (23%) did, however feel 'Safe' and 7% 'Very Safe'. This highlights a wide range of current perceptions.

Support for Change

4.5.3 Respondents were also asked whether they would be supportive of changes to improve access for all to the High Street. The responses were generally positive, with 32% supporting and 33% strongly supporting possible changes. 9% of respondents strongly opposed the potential changes, and 7% opposed them. Figure 4.4 indicates the responses to the question.

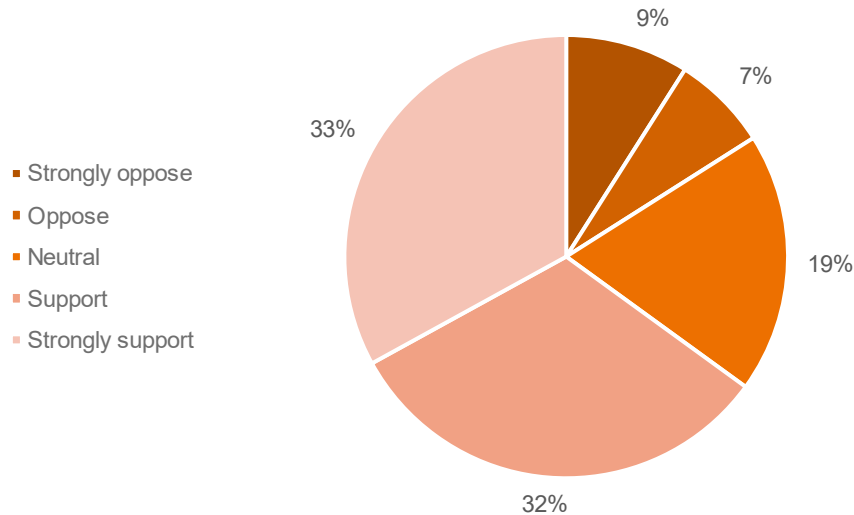


Figure 4.4 Response to Survey Question 'Would you support changes to improve access for all to the High Street?'

4.5.4 Respondents were also asked their preference from a list of options for potential interventions on High Street. 'Fully pedestrianise High Street' was the preference of the highest number of respondents with 37% choosing this option, whilst the next highest number of respondents (27%) preferred to 'leave High Street as it is'. Figure 4.5 indicates the responses to the question

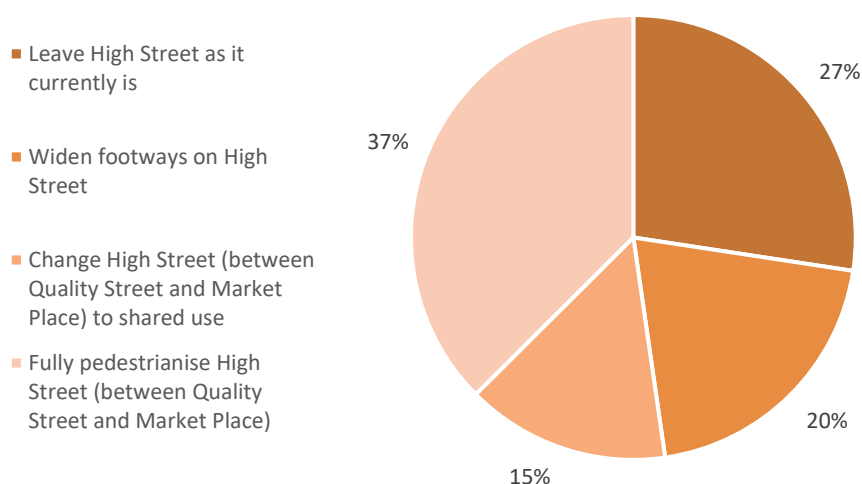


Figure 4.5 Responses to Survey Question 'Which of these options would you prefer?'

4.5.5 A question from the survey asked respondents to rate their support for a number of potential design elements that could be incorporated into any intervention that is identified for North

Berwick High Street. The design elements included items such as installation of ore planters, changes to road surfacing and introduction of gateway features as well as other potential design elements. Figure 4.6 indicates the responses and level of support for a variety of design elements.

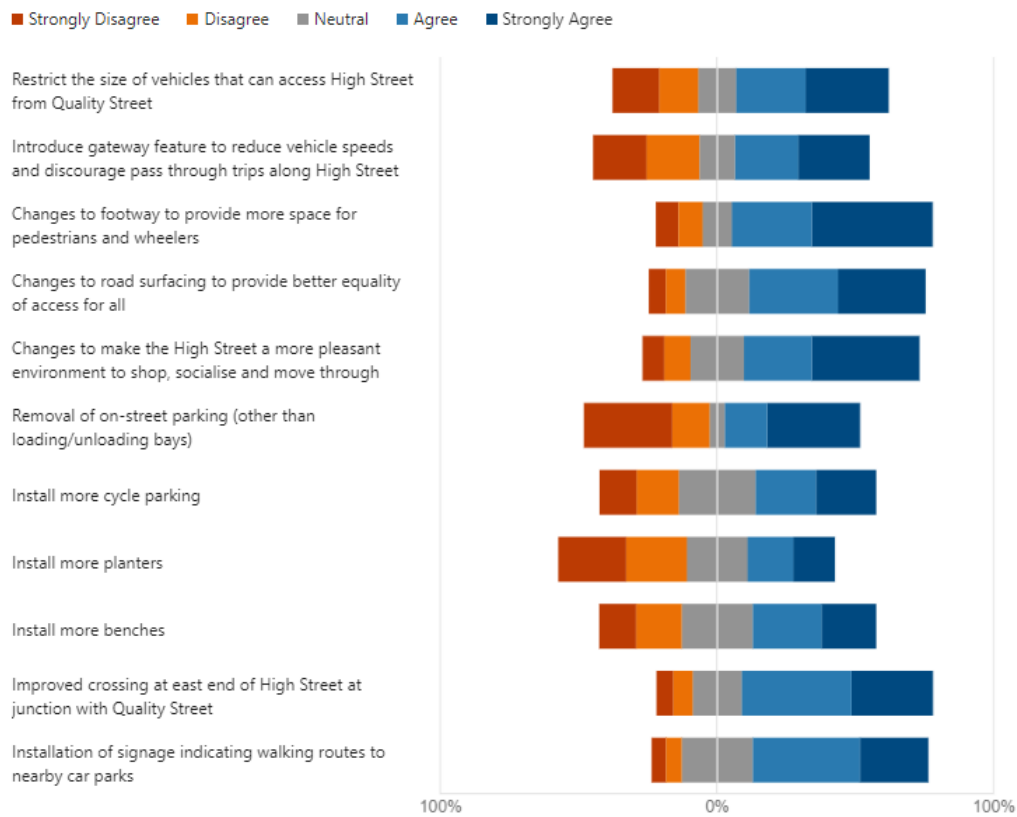


Figure 4.6 Support for Design Elements

4.5.6 Figure 4.6 demonstrates that there is strong support for changes to footways and surfacing and improved crossing opportunities to provide better accessibility for people walking and wheeling, whilst there is opposition to the installation of planters and the removal of on-street parking.

4.5.7 A full review and analysis of the online survey is available within the Consultation report, contained in **Appendix C**.

4.6 Public Events

4.6.1 A number of public events were conducted including a drop-in consultation, stakeholder workshops and a site walkover with key stakeholders.

Drop-in Event

4.6.2 A drop-in event was held at Abbey Church (116 High Street) on the 16th August 2022 between 15:00 and 19:00.

4.6.3 ‘Story boards’ were displayed at the consultation venue to provide information and gather comments, queries and objections in relation to the project, in addition to attendees being able to speak directly to a member of the project team.

- 4.6.4 The 'Story boards' included an introduction to the project, laying out the plans and objectives. It also included an in-depth list of the benefits of improving accessibility of the high street. The participants were then encouraged to provide comments via 'sticky notes' on the current High Street and what they thought could be improved. Finally, images were included of examples of where similar projects have been undertaken in different locations.
- 4.6.5 Figure 4.7 shows an example of the story boards displayed at the drop-in event, whilst Figure 4.8 shows attendees during the drop-in event.



Figure 4.7 Story Boards used at Drop-in Event



Figure 4.8 Attendees at Drop-in Event

- 4.6.6 The drop-in event was very well attended and the project team made an effort to balance answering attendee's questions with ensuring that all attendees had an opportunity to speak to a member of the project team. The demographic of the attendees was mixed with a range of people represented at the event.
- 4.6.7 Data from the drop-in event consisted of both written and verbal feedback from attendees. Team members made notes of comments made by attendees and collated these with written feedback which was then manually entered into an excel spreadsheet and was subject to a thematic analysis to categorise responses and identify common themes. The feedback received represents the views and opinions of people who attended the drop-in event and are one consideration through the option appraisal process. The common themes that emerged for this analysis are as follows:

What is Currently Working Well for You?

- **Timed limited parking** - Positive comments towards the introduction of a time limit in car parks meaning people have confidence that they will be able to park.
- **Variety of shops** - comments expressing the value of the independent, variety of shops on the High Street and possible concerns about this changing.
- **Street parking** - Positive attitude towards the availability of on-street parking.

What Can be Improved?

- **Park and Ride scheme** - comments relating to both the continuation and expansion of park and ride schemes in North Berwick.
- **Traffic Signage** - Increased and improved signs around the High Street directing traffic through the High Street and providing alternatives.

- **Pavements** - concerns surrounding the narrowness and unevenness of pavements and poor pedestrian access down the High Street, particularly for children and wheeled access.
- **High Traffic Count** - Comments relating to the number of vehicles on the High Street, particularly in summer, and the potential knock-on impacts on pedestrian safety.
- **On-Street Parking** - concerns about the removal of on-street parking and the potential consequences this will have on business on the High Street. Several comments also reinforced the need to keep spaces available on the High Street for blue badge users.
- **Pedestrian Crossing** - Suggestion of implementing a pedestrian crossing midway along the High Street to improve safety for pedestrians. Complete pedestrianisation of the High Street was negatively viewed.

What Doesn't Work and Needs Radical Change?

- **Congestion and Vehicle Speeds** - Concerns over the safety of pedestrians. Suggests of pedestrianisation or reduction to single carriage/one-way system. Other comments did, however, highlight that this congestion was only an issue seasonally/certain times of day.
- **Time restrictions** - Suggests of implementing time restrictions on vehicles entering the High Street, although this may exclude trade and blue-badge vehicles.
- **Cycle access** - Call for improvement in cycle access to the high street, particularly via Law Road.
- **Improvements to Pavements** - Issues over width of pavement as well as lack of dropped kerbs which limit access for wheeled users.

Stakeholder Workshops

4.6.8 Three Stakeholder workshops were hosted via Microsoft Teams following the online survey and drop-in event, and included the following groups:

- ELC Officers
- External stakeholders including Community Groups, Business Association, local schools and emergency services
- Disability and protected characteristics groups/individuals

4.6.9 Some of the main themes raised by stakeholders during the workshops were:

- Acceptability of introducing a shared use surface for those with visual impairments, suggestion that a roadside kerb is required
- Impact on local businesses and those with mobility issues if parking were to be removed
- Requirement for any changes to be sympathetic to the heritage/conservation characteristics of the Town Centre
- Requirements for wider footways to improve accessibility
- Road closures at specific times or restrictions for large vehicles
- The need to retain loading bays for servicing of shops

4.7 Inclusive Design

- 4.7.1 One of the key themes to emerge from the community engagement was the detail of inclusive design. The design team were made aware of guidance on inclusive design in town centres and busy streets which is being drafted by Transport Scotland following extensive research and working group involvement. Unfortunately, at the time of writing, the guidance is still in draft form, awaiting clearance to be published.
- 4.7.2 It is understood that the document *Inclusive Design in Town Centres and Busy Street Areas*⁷ contains many of the principles on which the draft guidance is being based, namely:
- Use of kerbs to provide demarcation between vehicles and pedestrians
 - Avoidance of shared surfaces except in exceptional circumstances
 - Ideal width of “pedestrian corridors”, which are pavements in layman’s speak
 - Removal of pavement clutter that restricts the minimum width of the pedestrian corridor
- 4.7.3 One of the key references relevant to this project is, that to ensure user confidence that a kerb is always detectable by blind and partially sighted people, it is recommended to install a kerb of 60mm or greater. Through engagement with local people with visual impairments, it was requested that 60mm kerbs be provided and this is a design parameter that has been taken forward.
- 4.7.4 There are a number of examples where public sector bodies are being subject to legal challenges for not providing 60mm kerbs in street layouts:
- <https://www.localgovernmentlawyer.co.uk/transport-and-highways/443-transport-and-highways-news/51475-high-court-set-to-hear-legal-challenge-against-department-for-transport-over-kerb-heights>
 - <https://www.bbc.co.uk/news/uk-england-leicestershire-62722170>

4.8 Media / Social Media

- 4.8.1 At the outset of the consultation period, the project featured in the East Lothian Courier and was discussed on social media. It was clear through this, and the public event, that potential changes to the High Street elicited strong opinions and any proposals for pedestrianisation were particularly contentious, especially to local business owners.
- 4.8.2 While the option to restrict traffic access to parts of the High Street remained an option, the consultation material rarely mentioned pedestrianisation and did not seek to promote this as a preferred option.
- 4.8.3 Figure 4.9 illustrates some examples of online news articles that were featured in the local press during the consultation period.

⁷ [Inclusive Design in Town Centres and Busy Street Areas | Transport Scotland](#)

East Lothian shopkeepers fear car ban will turn high street into a 'ghost town'

Owners of North Berwick shops have voiced their concern as the future of the town's High Street remains undecided, with a possibility of it being pedestrianised.

NEWS By [Julia Vlasova](#)

16:05, 19 AUG 2022 | UPDATED 16:59, 19 AUG 2022

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Comments 7

Group calls high street consultation a 'kick in the teeth'

28th August



North Berwick High Street

By [Gregor Millar](#)
Reporter

[@GregorMillarELC](#)

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- 2** Road layout changes mooted to improve beach access
- 3** Frying ban introduced for new hot food takeaway at former sports shop in Haddington
- 4** North Berwick flat owner not allowed to use it as a holiday let

Figure 4.9 Example Headlines from the East Lothian Courier^{8 9}

4.8.4 It should be noted that, in the past, a petition was launched to pedestrianise the High Street¹⁰. Figure 4.10 shows a press release from November 2020 relating to the petition.

⁸⁸ <https://www.edinburghlive.co.uk/news/edinburgh-news/east-lothian-shopkeepers-fear-car-24803636>
<https://www.eastlothiancourier.com/news/20775392.group-calls-high-street-consultation-kick-teeth/>

⁹ <https://www.eastlothiancourier.com/news/20775392.group-calls-high-street-consultation-kick-teeth/>

¹⁰ <https://www.eastlothiancourier.com/news/18867051.petition-pedestrianise-north-berwick-high-street-launched/>

Petition to pedestrianise North Berwick High Street is launched

17th November 2020



How a fully pedestrianised High Street in North Berwick could look

By Emma Duncan
Reporter

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Figure 4.10 News Article on Petition to pedestrianise High Street

5 Option Identification and Appraisal

5.1 Design Parameters

5.1.1 Based on the outcome of the consultation exercise and through discussions with ELC, a range of design parameters were agreed that have been used to help in development of options for interventions on High Street. The following design parameters have been considered:

- Retention of loading/servicing on High Street as few businesses have access to the rear
- Minimum footway width of 1.5m, to improve pedestrian provision and accessibility
- Improved footway surface
- Minimum carriageway width of 3.7m is required for fire tenders, can be reduced to 3.5m over 'gateway' sections
- 2.2m minimum width for parking (incl. blue badge) / loading
- 60mm kerb height or one level surface

5.2 Option Identification

East End of High Street

5.2.1 A number of options have been identified for the eastern end of High Street, which were informed by engagement with key stakeholders and the community, site visits and desktop review/baseline analysis. The options identified are listed below:

- Do nothing (existing situation)
- Restricted vehicular access, one surface level throughout, access for loading and servicing
- 3.0m wide "road", one surface level, no parking (loading and servicing provided for)
- 3.0m wide "road", one surface level, with areas for blue badge parking / loading / pick-up / drop-off
- 3.7m wide road, with kerb (min. 60mm), no parking
- 3.7m wide road, with kerb (min. 60mm), with areas for loading / pick-up / drop-off / blue badge

West End of High Street

5.2.2 On the west end of High Street, the level of intervention is limited to localised improvements, footway widening and additional safe, step free, crossings.

5.3 Option Appraisal

5.3.1 An option appraisal has been undertaken to rank the options listed at 5.2.1 and to identify the preferred option, with options being assessed against a range of objectives agreed with ELC. The following objectives have been identified for High Street:

- Safety
- Directness
- Coherence
- Comfort
- Attractiveness
- Adaptability
- Accessibility
- Socio-economic
- Deliverability
- Maintainability

5.3.2 These were mapped against the project physical, economic and social outcomes (see 1.4) to ensure they aligned well with what the project is aiming to achieve.

5.3.3 A score between -3 to +3 will be awarded for each objective, and objectives weighted, with the score for each objective added and a total score calculated; the highest score represents the most favourable option whilst the lowest score represents the least favourable. Table 5-1 indicates the results of the option appraisal with the full option appraisal is included in **Appendix E**. It should be noted that factor of two has been applied to accessibility and safety to reflect their importance against the agreed objectives and a factor of 1.5 to deliverability which covers technical challenges, cost and public acceptability (findings from the stakeholder and community engagement).

Table 5-1 Option Appraisal

Option	Total Score	Rank
Do nothing (existing situation)	7	6
Restricted vehicular access, one surface level throughout, access for loading and servicing	35	3
3.0m wide "road", one surface level, no parking (loading and servicing provided for)	21	5
3.0m wide "road", one surface level, with areas for blue badge parking / loading / pick-up / drop-off	22	4
3.7m wide road, with kerb (min. 60mm), no parking	38	2
3.7m wide road, with kerb (min. 60mm), with areas for loading / pick-up / drop-off / blue badge	44	1

5.3.4 The results in Table 5-1 indicate that the '3.7m wide road, with kerb (min. 60mm), with areas for loading / pick-up / drop-off / blue badge' option has the highest score of 44. Based on the results of the option appraisal above, the '3.7m wide road, with kerb (min. 60mm), with areas for loading / pick-up / drop-off / blue badge' option represents the greatest overall improvement when assessed against a range of objectives, as such it is recommended that this option is considered as the preferred option and taken forward to the next stage of design.

6 Technical Feasibility of Preferred Option

6.1 Concept Design

General Arrangement Drawings (East End of High Street)

6.1.1 As explained above, the '3.7m wide road, with kerb (min. 60mm), with areas for loading / pick-up / drop-off / blue badge' option has been identified as the preferred option as it represents the greatest level of improvement when assessed against a range of objectives. The general arrangement for the preferred option is shown in Figure 6.1 below and in **Appendix F**.

6.1.2 The concept designs have been based on:

- The option appraisal against agreed project objectives
- The defined design parameters
- Feedback from stakeholder and the local community regarding the pedestrian user experience and destination value of High Street

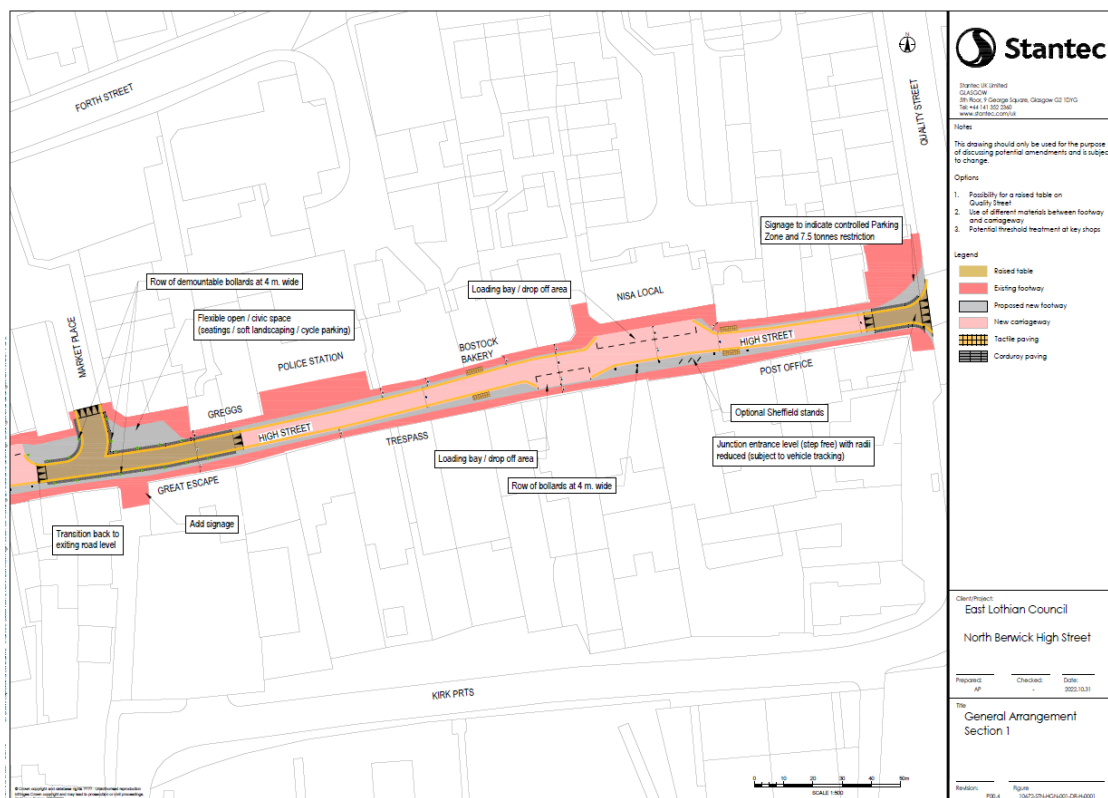


Figure 6.1 Preferred Option General Arrangement Drawing (east end of High Street)

General Arrangement Drawings (West End of High Street)

6.1.3 The interventions required for the western end of High Street primarily consist of minor improvements consisting of localised footway widening and installation of step-free crossings at a number of points. The general arrangement for the west end of High Street is illustrated in Figure 6.2 and is available in **Appendix F**.

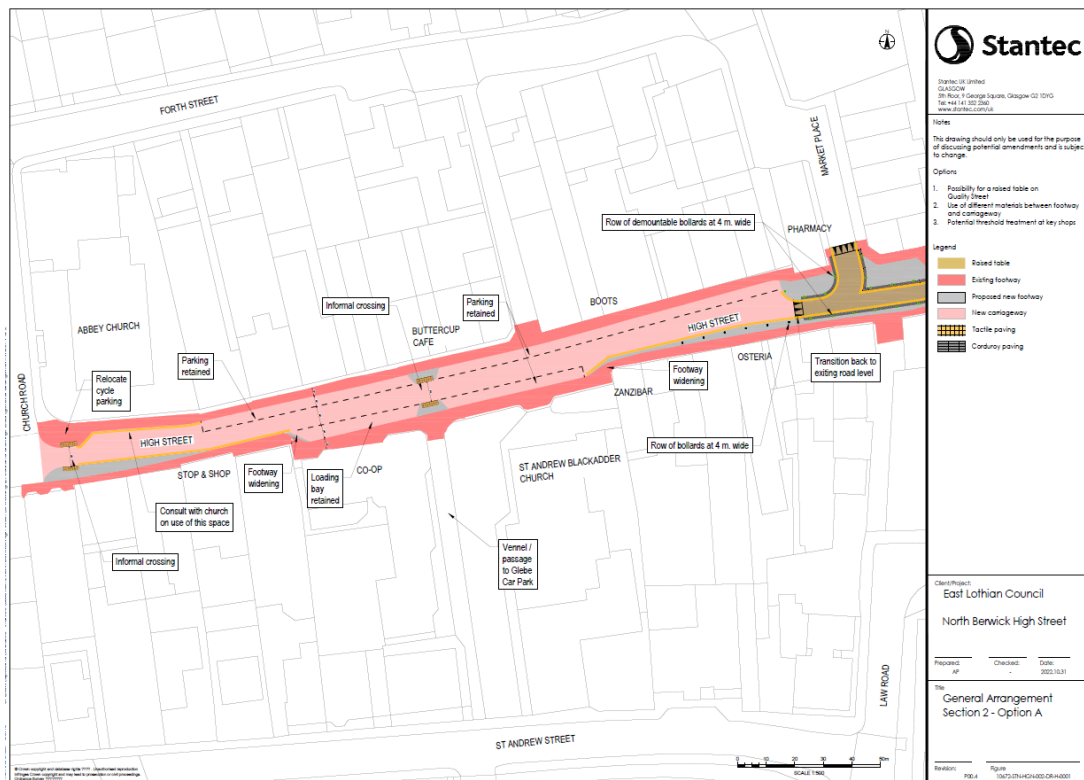


Figure 6.2 General Arrangement Drawing (west end of High Street)

Cross Sections

6.1.4 Cross-sections have been produced at four locations along High Street within the study area, with typical widths detailed below and shown in **Appendix F**.

- Minimum footway width of 1.5m
- Minimum carriageway width of 3.7m
- 2.0m minimum width for parking loading

6.2 Infraworks Model

An Infraworks model has been developed for the preferred option. Infraworks produces 3D visualisations of the design that can be viewed from any angle within the study area. The visualisations from the model are clear and easy to understand, providing greater context of how the proposed design will look when constructed. An extract of the Infraworks model is shown in Figure 6.3 and contained within **Appendix F**.



Figure 6.3 Extracts of Infracore Model

6.3 Road Safety Audit

6.3.1 A Stage 1 Road Safety Audit (RSA) brief was prepared by Stantec and a Stage 1 RSA was undertaken by Wyllie:Lodge Road Safety Consultants on 21st November 2022. A designer's response has been prepared which addresses how issues raised in the RSA will be dealt with at following design stages.

6.3.2 The RSA brief, Stage 1 RSA and designers' response are contained within **Appendix G**.

6.4 Ecology

6.4.1 At this stage, no detailed environmental studies have been undertaken. A high-level desktop review in relation to ecological constraints has been completed using freely accessible online resources, including Google maps, aerial photography of the site and the Defra MAGIC website¹¹. A review of statutory designated areas has not identified within the project extents,

¹¹ <https://magic.defra.gov.uk/MagicMap.aspx>

however it is noted that the Outer Firth of Forth and St Andrews Bay Complex is designated as a Special Protection Area and is located nearby to the site.

- 6.4.2 Site visits, a review of Google Street view and aerial photography of the site indicates that the upgrade works area is comprised mainly of hardstanding (road and pavement) and buildings (set back from the road) which are of negligible ecological importance.
- 6.4.3 The future design could provide opportunities to include Sustainable Urban Drainage Systems (SuDS) and this can be explored through future design stages.

6.5 Land Ownership

- 6.5.1 It is anticipated that all land required to undertake upgrade works is within the extents of the adopted highway, and under the control of ELC. A check of the Land Register of Scotland interactive map indicates that there are no ownership issues within the study area.

6.6 Statutory Permissions

- 6.6.1 New Traffic Regulation Orders will likely be required on High Street between Quality Street and Market Place in the form of 'no waiting or loading at any time' (double yellow lines) and 'Weight Restrictions'. There is potential to create a Controlled Parking Zone (CPZ) to discourage which would reduce the clutter that can arise from erecting several signs and road markings (yellow lines) which may be more appropriate for a Conservation Area. Signs would simply be erected to show the start of a CPZ and indicating that there are parking, loading, weight or other restrictions between certain hours of operation.
- 6.6.2 ELC would be required to promote TROs or a CPZ through the statutory process. It is recommended that this is taken forward at the earliest opportunity, as the process can take a significant amount of time, up to 18 months or longer if objections are received.
- 6.6.3 An Experimental Traffic Regulation Orders (ETRO) could be used for up to 18 months to trial infrastructure. These follow a similar process to that of permanent TROs (as outlined above)
- 6.6.4 Any ETRO could be changed into permanent TROs following their trial period but the process for permanent TROs would need to be followed in order for this to happen.

6.7 Technical Surveys

- 6.7.1 A full topographical survey of the study area has been undertaken and is available on request.
- 6.7.2 Utility mapping for the study area has been collated and is available on request.
- 6.7.3 During the preliminary inquiry (C2 request), there were four utilities identified, Scottish Gas Networks (SGN), BT, Scottish Water and SP Energy Networks.
- SGN has a low-pressure main along first section of the street and presumably it continues for all High Street.
 - BT apparatus has been identified along High Street with some live boxes detected and apparently it continues to the second part of the street.
 - Scottish Water mains have been identified along first segment of High Street and presumably continue for all High Street.
 - SP Energy Networks has been identified along first section of High Street, at the south side, with lines that frequently cross the road.

6.7.4 All searches had been requested only for the first section of High Street that starts from the junction with Quality Street and it ends at the junction with Market Place.

6.7.5 Further investigation should be undertaken to verify if identified or additional utilities could be detected on the second section of High Street.

6.8 Drainage and Surface Water

6.8.1 Existing drainage infrastructure will not be altered where existing footway width will be retained.

6.8.2 Where footway will be widened, new gullies will require to be relocated in front of new pavement construction on carriageway and connected to the current drainage infrastructure with pipes replaced where needed.

6.8.3 Additional gullies to be added at foot of ramps to prevent ponding.

6.9 Materials

6.9.1 High Street is located within the extents of the North Berwick Conservation Area and contains elements of historic and / or special architectural interest.

6.9.2 As part of conservation area, a sympathetic palette of materials should be used that uses colours and materials that are consistent and in harmony with the local neighbourhood, architectural and historic character. Proposed construction materials should preserve or enhance the public realm on High Street.

Close consultation with ELC heritage officers will be required to ensure that the use of appropriate materials is applied to the project. Figure 6.4 demonstrates some materials such as Caithness stone, granite kerbs and iron bollards that may be acceptable for use on the project. The materials illustrated below are examples of what potentially could be proposed, and agreement of appropriate materials has not been undertaken.



Figure 6.4 Example of Heritage Streetscape Materials

6.9.3 At the next design stages, as well as material, consideration should be given to:

- Potential for tactile strips at raised crossing locations (including consultation with mobility impaired and visually impaired groups)
- Spacing between bollards which strike a balance between discouraging parking on the footway and reducing clutter / future maintenance burden

6.10 Construction Standards

6.10.1 Upgrade works will be designed and constructed in accordance with the following standards:

- Designing Streets (and toolkit)

- Cycling by Design (Transport Scotland)
- National Roads Development Guide
- Design Manual for Roads and Bridges (DMRB)
- The Traffic Signs Regulations and General Directions (TSRGD)

6.11 Cost Estimates

- 6.11.1 A high-level cost estimate for delivering the preferred option (3.7m wide road, with kerb (min. 60mm), with areas for loading / pick-up / drop-off / blue badge) for the project has been undertaken which estimates a total construction cost of approximately **£956,315 excl VAT**. The construction cost includes appropriate levels of optimism bias for this stage (46% from TAG unit A1-2 scheme costs¹²) and a 15% contingency has also been applied to take account of increased construction costs/supplier issues as a result of Brexit, Covid 19 and uncertainty surrounding inflation.
- 6.11.2 At this stage there are a number of unknown elements related to the cost of construction that will have an impact on the final construction cost, these elements have not been considered in the cost estimate. The elements that have been excluded for the cost estimate are:
- Ground conditions at the site
 - Requirement for diversionary / protection works for utilities
 - Drainage requirements
 - Use of heritage materials
 - Costs/requirements for temporary traffic management
 - Design and supervision costs
- 6.11.3 It is noted that high level cost estimating has been undertaken based on the use of standard construction materials, and due consideration should be given to the likelihood of a significant increase in construction costs associated with the use of a specialised palette of materials suitable to the nature of the site set within a conservation area.
- 6.11.4 A more detailed breakdown of the cost estimate is provided in **Appendix F**.

6.12 Budget Forecast

- 6.12.1 A budget forecast has been prepared and is shown in Table 6-1.

¹² [TAG UNIT A1.2 scheme costs \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

Table 6-1 Budget Forecast

Stage		Estimated Construction Cost (including preliminaries)	Optimism Bias (@46%)	Brexit / Covid Impact (@15%)	Total Construction Fee	Design / Consultant Fees	Total Fee
Stage 3	Developed Design		£0	£0	£0	£50,545	£50,545
Stage 4	Technical Design and Tender Action		£0	£0	£0	£33,696	£33,696
Stage 5	Construction	£523,237	£240,689	£78,486	£842,411	£12,636	£855,048
Stage 6	Handover and close out		£0	£0	£0	£8,424	£8,424
Stage 7	In-Use		£0	£0	£0	£3,370	£3,370
	Monitoring and Evaluation						£5,232
		£523,237	£240,689	£78,486	£842,411	£108,671	£956,315

6.13 Project Risk Register

6.13.1 A designer's risk register has been created and will be updated at regular intervals, particularly at the transition between design stages. The current risk register is included in **Appendix H**.

6.14 Construction Phase

6.14.1 While some disruption will unavoidable during the construction phase, pedestrian access to businesses and services on the High Street should be retained at all times. A Construction Phase Plan should be prepared to consider the phasing of works to minimise disruption to businesses in terms of access for customers as well as servicing / loading / deliveries and this would be supported by a Construction Traffic Management Plan.

6.14.2 Construction could be planned during the quieter periods of the year (i.e. by avoiding summer periods, or holiday periods which experience high numbers of visitors).

7 Conclusions and Recommendations

7.1 Conclusions

- 7.1.1 This report has set out the background to why East Lothian Council are seeking to make changes to North Berwick High Street, namely:
- To increase the ease of access to businesses and services on the High Street for pedestrians (including those who identify as having disabilities, or mobility impairments)
 - To improve the actual and perceived safety of the street
 - To protect and enhance the character of the High Street, providing a solution that safeguards the High Street in the long term
- 7.1.2 It is demonstrated that an objective led and evidence-based approach (closely aligned to Scottish Transport Appraisal Guidance – STAG) has been undertaken with the preferred objective closely aligning to relevant national, regional and local policy.
- 7.1.3 The preferred options have been informed and influenced by extensive stakeholder and community engagement and ongoing consultation should be undertaken through subsequent design stages.
- 7.1.4 The work has sought to remove the risks to delivery, as set out in the project risk register.

7.2 Recommendations

- 7.2.1 It is recommended that a two-stage delivery approach is adopted with the east section being upgraded first and the west section being delivered at a later date.
- 7.2.2 It is recommended that to supplement any new layout of the High Street, some strategic initiatives be introduced in parallel, these may include:
- Implement the findings of the *North Berwick Parking Economic Impact Report* to ensure that there are still options for people to park close to the High Street to access shops and services. This will likely include a review on the maximum permitted length of stay and a signage to car parks strategy
 - Explore options for where residents living on the east section of High Street can park their cars
 - Implement a wider traffic management scheme to direct through traffic away from the High Street. Traffic passing through North Berwick should be routed via the A198 St Baldred's Road / Clifford Road
 - Introduce a wider cycling strategy, including signage, to better accommodate eastbound cycle movements on adjacent streets (such as Forth Street). Include a co-ordinated approach to cycle parking
 - Investigate provision of a last mile delivery / courier service for customers to use to transport shopping / products from High Street business to cars which are parking in nearby car parks

7.2.3 Given budget constraints, it is recommended that the council explore opportunities for external funding to deliver the preferred layouts. The first step to this could be to apply for Sustrans *Places for Everyone* funding¹³ for the stage 3 and 4 (developed and technical) design stages.

7.2.4 In order to ensure a strong case can be made, the following would likely be required:

- Monitoring and Evaluation Plan
- Behaviour Change Plan
- Preliminary Ecological Appraisal (PEA)

¹³ <https://www.showcase-sustrans.org.uk/places-for-everyone/>

Appendix A Policy Context

A.1 National

National Transport Strategy

- A.1.1 National Transport Strategy 2 (NTS2) presents the vision for Scotland's transport system for the next 20 years. The vision will help create a sustainable and accessible transport system, helping deliver a healthier, fairer and more prosperous Scotland for communities, businesses and visitors.
- A.1.2 Underpinning the vision are four priorities: reduces inequalities, takes climate action, helps deliver inclusive economic growth and improves our health and wellbeing, each with three associated outcomes.
- A.1.3 The strategy states that the benefits of placemaking and sustainable active travel infrastructure / modes will play an important role in helping to re-vitalise town centres.

This project will take cognisance of the four priorities in the National Transport Strategy: reduces inequalities, takes climate action, helps deliver inclusive economic growth and improves our health and wellbeing.

Scottish Planning Policy

- A.1.4 The purpose of the Scottish Planning Policy (SPP) is to set out national planning policies which reflect Scottish Ministers' priorities for operation of the planning system and for the development and use of land.
- A.1.5 The SPP states that planning for town centres should be flexible and proactive, enabling a wide range of uses which bring people into town centres.

This project will consider four stipulations set out in SPP:

- **apply a town centre first policy when planning for uses which attract significant numbers of people, including retail and commercial leisure, offices, community and cultural facilities**
- **encourage a mix of uses in town centres to support their vibrancy, vitality and viability throughout the day and into the evening**
- **ensure development plans, decision-making and monitoring support successful town centres; and**
- **consider opportunities for promoting residential use within town centres where this fits with local need and demand.**

National Planning Framework 4

- 7.2.5 The National Planning Framework 4 (NPF4) sets out the Government's planning policies for England and how these should be applied to 2050.

This project will support the positive approach to the growth management and adaption of town centres in order to support the role that town centres play at the heart of local communities as set out in NPF4.

Active Travel

- A.1.6 The National Walking Strategy outlines the Scottish Government's ambition for a nation that walks more every day. The Strategy recognises that an improved walking environment can assist in providing access to town centres which will often assist the local economy by encouraging more visitors and tourism.
- A.1.7 The latest version of the Cycling Action Plan extends to 2020, so this has not been considered in the Policy Review.

The project will contribute to achieving the vision of the National Walking Strategy by providing well-designed infrastructure that facilitates people walking as part of their everyday journeys.

A.2 Regional

SEStran Regional Transport Strategy 2008-2023

- A.2.1 The Regional Transport Strategy for the South East Scotland Transport Partnership sets out a clear framework for future direction of investment in, and management of, transport in the SEStran area for the next 10-15 years. The Strategy supports interventions which strengthen the role of town centres, as centres of economic activity including retailing and tourism (Policy 22).
- A.2.2 The RTS has several objectives and policies that are related to this project, as follows:
- Promote more sustainable travel;
 - Increase transport choices, reducing dependency on the private car;
 - Contribute to the achievement of the Scottish Government national targets and obligations on greenhouse gas emissions:
 - Increase proportion of trips by walking and cycling;
 - **Policy 19** - Where improvements in accessibility are found to be required, the RTS will seek to support measures which enhance conditions for pedestrians, cyclists and public transport users (including community transport/DRT);
 - **Policy 22** - Support will be given to interventions which reinforce and strengthen the role of Edinburgh city centre and of other town centres, as centres of economic activity including retailing and tourism;
 - **Policy 23** - Schemes that improve the accessibility by public transport, walking and cycling of key development areas will be afforded higher priority for implementation; and
 - **Policy 24** – The RTS will prioritise interventions that promote the use of more sustainable modes of transport, in particular non-motorised modes.

The project will contribute to some of the policies in the RTS, enhancing conditions for people walking, wheeling and cycling

A.3 Local

East Lothian Council Local Transport Strategy 2018-2024

- A.3.1 The Local Transport Strategy (LTS) for East Lothian supports the regeneration and economic vitality of town centres through measures to reduce congestion and improve town centre parking.
- A.3.2 The Strategy states that traffic and management measures are being considered in North Berwick to accommodate the significant visitor numbers the town experiences, particularly in the summer. A Town Charrette (2017) was carried out which listed intervention measures to promote implementation of sustainable travel in the future, however, this is currently underfunded. A Local Transport based micro-simulation model is being developed to predict and model traffic demand in North Berwick.
- A.3.3 The LTS has a number of objectives that are related to the project, as follows:
- **Objective 1** - To deliver a more attractive and safer environment for pedestrians and cyclists;
 - **Objective 2** - To reduce the overall dependence on the car and the environmental impact of traffic; and
 - **Objective 5** - To maximise accessibility for all and reduce social exclusion.

The project will contribute to achieving the Councils vision by helping to connect communities and increase use of sustainable transport modes by providing improved infrastructure for people walking and wheeling.

East Lothian Council Local Development Plan 2018-2024

- A.3.4 The East Lothian Local Development Plan (LDP) promotes the Town Centre First Principle which identifies proposals for land use that would attract significant footfall must consider locating to a town or local centre first and then, to an edge of centre location, other commercial centre or out of centre location. This is designed to support town centres in the long term and help to ensure that they are vibrant and sustainable.
- A.3.5 The LDP recognises that North Berwick Town Centre will continue to be the focus for active land uses, such as retail, commercial and business uses. New local centres are promoted the Proposal Map at Mains Farm at North Berwick which are included in large scale committed developments.

The proposals for North Berwick High Street will contribute to the objectives of the LDP by providing adequate infrastructure for people walking and wheeling, supporting the town centre first approach of ELC.

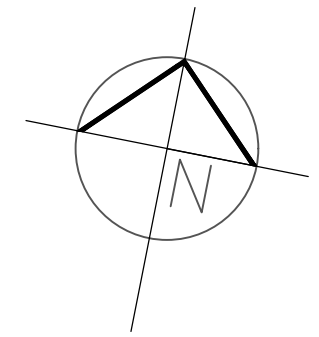
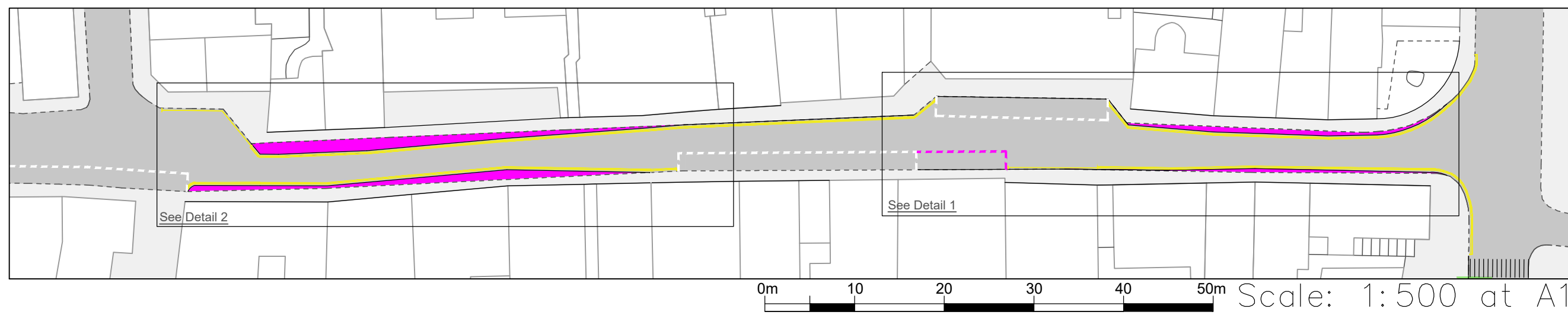
North Berwick Town Centre Strategy 2019 (Supplementary Guidance to the East Lothian Development Plan)

- A.3.6 The North Berwick Town Centre Strategy forms a part of the adopted East Lothian LDP 2018-2024. It focuses on the changes that the LDP is planning to the town of North Berwick and the implications of that change for the town centre. The LDP introduces new planning policies adopting the 'Town Centre First Principle' (Policy TC2) and has detailed planning policies for town centres to guide development.

- A.3.7 The Strategy states that detailed design is required for North Berwick High Street to ensure the design meets the needs of all its users and produces an attractive and high-quality street environment. Sufficiently wide footway, places for service vehicles to stop, and appropriate parking will help meet the street's economic needs. It also needs to be properly accessible to everyone and improvements will be required to encourage more people to walk or cycle to the town centre.

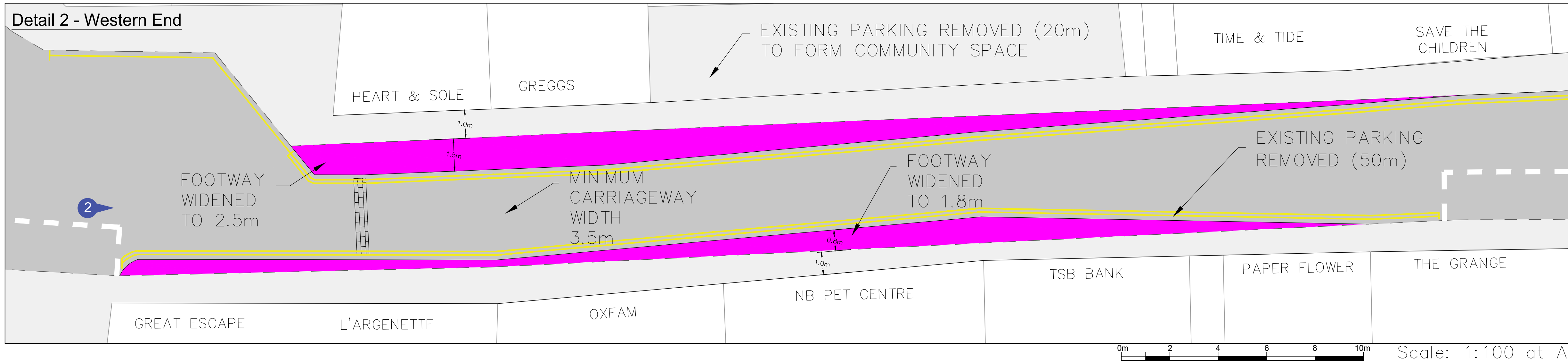
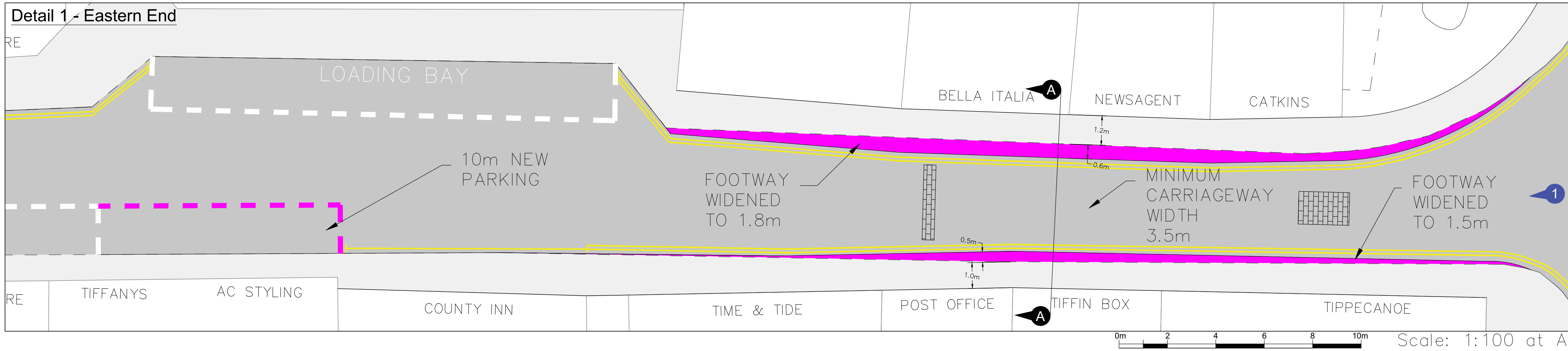
This project aims to provide a viable design solution that meets the needs of users of North Berwick High Street, providing accessible infrastructure to encourage more people to walk, wheel and cycle in the town centre.

Appendix B Previous Layout Proposals

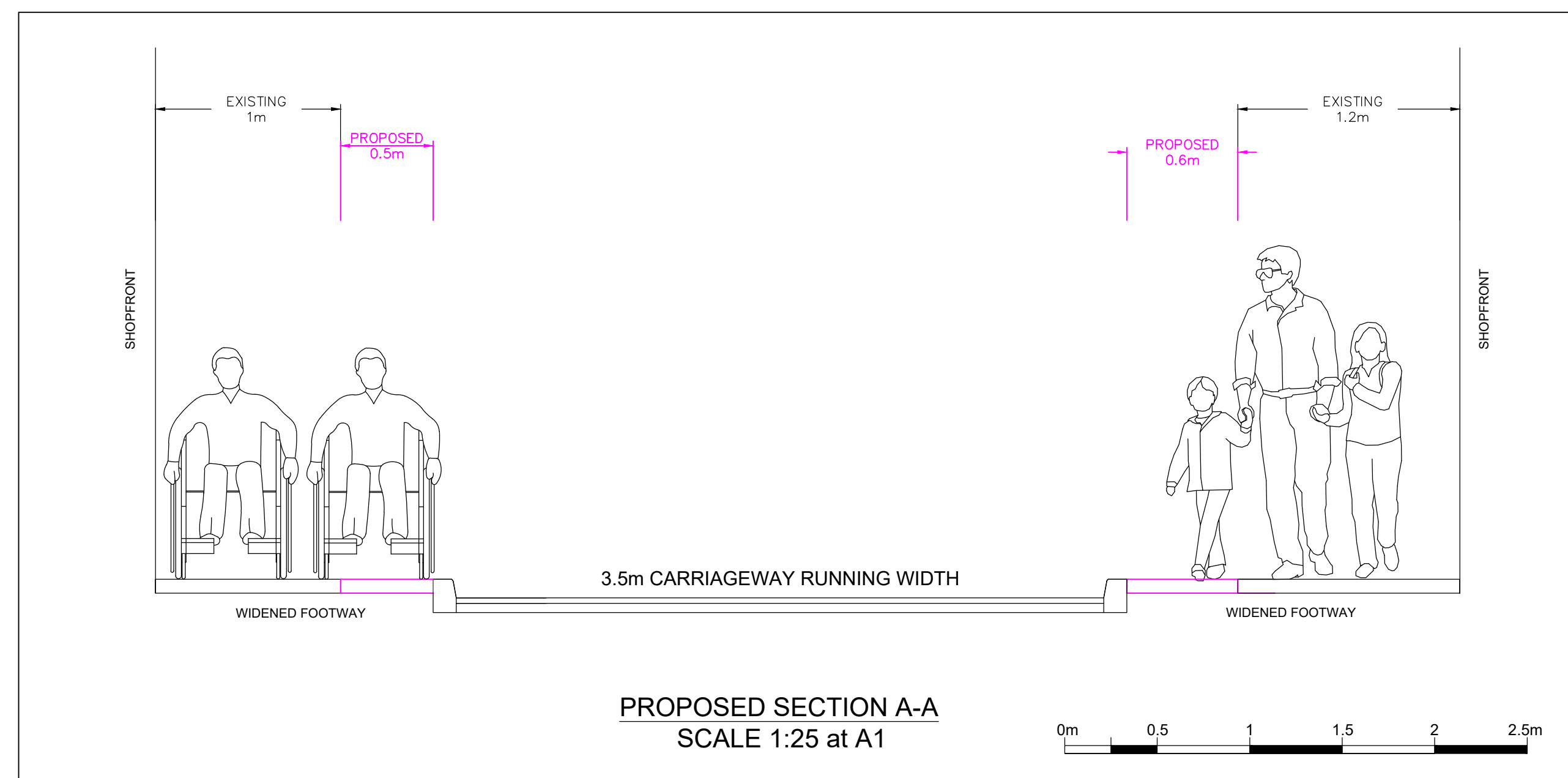


LEGEND:

- WIDENED FOOTWAY
- EXISTING FOOTWAY
- CARRIAGEWAY
- RUMBLE STRIP
- SINGLE YELLOW LINE
NO WAITING MON-SAT 8:30-17:30
BLUE BADGE HOLDERS EXEMPT
- DOUBLE YELLOW LINE
NO WAITING, LOADING,
UNLOADING AT ANY TIME



Visual 2
West End / Greggs



PROPOSED SECTION A-A
SCALE 1:25 at A1



Visual 1
East End / Post Office

REVISION	DETAILS	BY	DATE
-	First issue	EL	23 Jan 20
A	Yellow lining added	EL	18 Feb 20

North Berwick Coastal
Area Partnership

North Berwick Town Improvements
East High Street
Footway Widening

Date: 18 Feb 2020	Drawn by: EL
Scale: As shown	Checked by: GM
Client: NBCAP	Dwg status:

Appendix C Communications & Community Engagement

North Berwick High Street

Stakeholder and Community
Engagement Plan

July 20, 2022

Prepared for:

East Lothian Council

Prepared by:

Stantec UK Ltd

Project Number 330610672

Revision	Description	Author	Quality Check	Client Review
1.1	Draft	GS		
1.2	Draft	SM		

NORTH BERWICK HIGH STREET

Prepared by ___

(signature)

G Scott

Reviewed by ___

(signature)

xxx

Approved by ___

(signature)

xxx

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NORTH BERWICK HIGH STREET

Introduction

1.0 INTRODUCTION

East Lothian Council (ELC) wishes to undertake further examination of design options in a busy and popular area of the east end of High Street, North Berwick.

A charrette study in August 2017 provided a number of options which were then subject to consultation.

In early 2020 temporary measures were introduced under Spaces for People emergency (pandemic) legislation. These measure are not sustainable and in late 2021 options to formalise these options as a temporary solution while a permanent design was finalised were proposed but could not be delivered due to technical constraints.

This next stage and the purpose of this contract is to conduct a safety and accessibility assessment of the High Street road layout;

- 1) prior to the the Covid pandemic,
- 2) the options identified in the charrette document and
- 3) any other deliverable option not yet identified

and to design a solution that will meet the necessary criteria to allow the creation of a new and improved situation prioritising non motorised users. Included in this will be a topographical survey to identify any technical constraints. This will then be taken to consultation.

The desired output is a viable concept design which provides East Lothian Council with confidence that the project can be continued through consultation, developed design, detailed design and to construction. This plan was developed in compliance with the Community Empowerment (Scotland) Act 2015. The act has a specific focus on promoting effective engagement and participation to help communities achieve greater control and influence in the decisions and circumstances that affect their lives. In addition, this plan applies the National Standards for Community Engagement to ensure effective and wide-reaching stakeholder engagement.

1.1 BACKGROUND

North Berwick is a popular tourist destination, particularly during the summer months when events such as the Fringe by the Sea take place. It is also a destination for residents of surrounding settlements who visit North Berwick for employment, recreation, shopping and for the education of their children.

The east end of North Berwick High Street is narrow, with a one-way vehicular traffic flow and pavements which, in some places, are less than one metre in width. This creates a potentially dangerous conflict between motorised traffic and cyclists and pedestrians. In addition, the narrow pavements present significant accessibility challenges to those with physical or visual impairment as well as parents or carers with prams and buggies.

NORTH BERWICK HIGH STREET

Introduction

Extensive consultation was undertaken under the North Berwick Charrette in 2017, the aim of which was to address the aspirations of North Berwick's fast growing population, it's visitors and the wider population that use the town for its services and amenities while ensuring that the town retains the characteristics that have made it an attractive place to live and visit while also considering the important issue of equality of access.

1.2 PROJECT OBJECTIVES

The identified option should align with the following objectives:

- Addresses and mitigates the real and perceived road safety concerns
- Segregation or separation between motorised traffic and pedestrians
- Prioritising non motorised users
- Accessible to all
- Supportive of the economic life of the town
- Preserves and enhances the heritage nature of the town within the conservation area including street lighting and removal of sign clutter

1.3 PROJECT OUTCOMES

A successful study can be expected to achieve the following project outcomes:

Physical Outcomes:

- Enhanced road safety and mitigation of risk of conflict between vehicle users, cyclists and pedestrians
- Promotion of active travel solutions in and around North Berwick

Economic Outcomes:

- Support and enhance the economic viability of the town's businesses

Social Outcomes:

- Future enhancement of social cohesion within North Berwick and surrounding areas
- Improved, supported and encouraged safe active travel
- Contribute to community wellbeing within North Berwick and surrounding areas

NORTH BERWICK HIGH STREET

Purpose of engagement

2.0 PURPOSE OF ENGAGEMENT

The purpose of this document is to outline our overall approach to the informal and formal consultation, equivalent to Sustrans Places for Everyone Stages 1 & 2, including objectives, key audiences, main communication channels and timescales.

2.1 ENGAGEMENT OBJECTIVES

Through this engagement programme we aim to:

- Reach a diverse cross-section of stakeholders, using a variety of methods and channels relevant to each audience.
- Reach audiences that are seldomly heard through the development and application of a robust Equalities Impact Assessment (EqIA) and proactive partnership work in the communities.
- Acknowledge work previously undertaken that is relevant to active travel, public space, and behaviours, and use this to develop the starting point, and content of our engagement.
- Identify and feedback on the key issues, the challenges we can address through this project and areas of consensus/conflict
- Develop ideas collaboratively and in partnership with communities and stakeholders
- Establish what actions would make the biggest difference to tackling the identified issues
- Communicate how we are using the information gathered from engagement e.g., “you said..., we did...”
- Keep the community informed throughout the process, allowing them to feel part of the journey as “partners”. This will include informing of next steps and processes, and the application of a robust communications plan.

2.2 APPROACH

All engagement will be Inclusive and welcoming – avoiding technical jargon or overly complicated descriptions. Written communication will adopt the “plain English” approach, and all communication will be designed to be clear and accessible.

Throughout the process, we will show that walking, wheeling and cycling are effective and efficient modes of transport for everyone, and for a wide variety of journey types, e.g., leisure, work, school, etc.

2.3 KEY MESSAGES

The key messages are:

NORTH BERWICK HIGH STREET

Purpose of engagement

- Quality of successful places – Distinctive, safer and pleasant, easy to move around, welcoming, and adaptable.
- Partnership work – This project is initiated and led by East Lothian Council in close collaboration with local and regional partners.
- People-first infrastructure - This project will help to reallocate street space in favour of people walking, cycling and wheeling.
- Create an attractive, safe, and walkable environment within and between towns
- Community empowerment – This project will be shaped by the local community and the engagement process will help local groups and individuals to connect and strengthen the local sense of community.
- Project stages and timescales will be communicated to the public clearly throughout the engagement process.
- Connectivity – This project will complement other work planned by East Lothian Council in the area to improve public realm and to create an active travel network.
- Policy landscape – This project will contribute to deliver national, regional and local strategies.

3.0 ENGAGEMENT PLAN

The aim of this community engagement plan is to develop a working relationship between communities, community organisations and public and private bodies in the study area to help them to identify and act on community needs and ambitions. This plan proposes events to promote respectful dialogue between everyone involved, aimed at improving understanding between stakeholders and taking joint action to achieve positive change within and around the project areas. This community engagement programme is driven by the key principles of fairness and equality, and a commitment to learning and continuous improvement.

Proposed engagement events will be:

- Effective – in meeting the needs and expectations of the people involved
- Efficient – by being well informed and properly planned
- Fair and inclusive – by giving people who may face additional barriers to getting involved an equal opportunity to participate.

3.1 STANDARDS FOR COMMUNITY ENGAGEMENT

This plan will fulfil the following standards of community engagement, (Figure 3.1).



Figure 3.1 National standards of community engagement

3.2 COMMUNICATION OBJECTIVES

The communication objectives are:

- To share updates with the communities to show their involvement has made a difference.
- To keep stakeholders regularly updated with progress notes, project board meetings, project steering group meetings and delivery group meetings.
- To gain support among the public and stakeholders for the project.
- To develop greater collaboration between East Lothian Council and partners.
- To attract higher level of community trust in the project.
- To use a broad range of media vehicles to deliver messages (website, newspapers, quarterly publications, radio, etc.).

NORTH BERWICK HIGH STREET

Engagement Plan

3.3 THE LOCAL COMMUNITY

Pre-engagement research identified the key characteristics of the local community; the individuals, organisations and groups which comprise and represent it.

The design and content of each engagement tool will also take consideration of any plans, works or recent community findings within the scope of active travel, infrastructure, public realm, and behaviours.

The community who makes use of the project area consists of people who:

- Live in the area
- Work in the area
- Study in the area
- Use the area for leisure
- Visit the area
- Transit the area to reach adjacent trip generators

3.4 LIST OF STAKEHOLDERS

A Stakeholder mapping exercise was undertaken as part of the Engagement Planning and early project stages. Stakeholders were identified for each community and classified according to their nature and the place they hold, (Stakeholder type).

The following types were used to classify the stakeholders in this project:

NORTH BERWICK HIGH STREET

Engagement Plan

Table 3-1 - Stakeholder types and associated areas of interest

Commercial	Residential	Educational	Political	Leisure	Services	Accommodation
North Berwick Business Association Freight and haulage groups Design and engineering consultants Developers Businesses or employers	Residents' associations Housing associations	Nurseries Primary Schools Secondary Schools	Local councillors MSPs MPs North Berwick Community North Berwick Coastal Area Partnership	Leisure clubs Sports centres Golf Clubs Parks and Attractions	Healthcare organisations council Transport organisations Local authorities Emergency services Rail services Bus operators Taxis	Hotels B&B's
Other						
Visually impaired groups Illnesses/diseases groups Physical disability groups	Active travel charities/groups Employment groups Social justice groups		Mental health groups Hearing impairment groups Older people groups		Learning disability groups Inequality groups	

For each stakeholder, their relationship with the project was noted. Each identified stakeholder was further categorised by their relationship with the project; the degree of involvement, how they are affected and whether they have influencing powers.

3.5 STAKEHOLDER ANALYSIS

A stakeholder analysis was carried out to assess the interests or impacts of each stakeholder on the project and their associated influencing power. The matrix rates stakeholders' interest and influence on the project. The analysis defines the appropriate method and level of communication and engagement for each stakeholder; whether they are to be engaged and managed closely, whether they should be consulted and kept satisfied, whether they should be kept informed and adequately consulted or whether they should only be monitored, (

). This helps the project team to maintain focus, identify issues early and gain the right level of support for the project. A full map of stakeholders has been developed internally separate to this report.

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Engagement Plan

Low	Consult	Engage
	<ul style="list-style-type: none"> • Local residents • Primary Schools • Secondary Schools • Community councils • Transport organisations • Local authorities • Emergency services • Rail services • Bus operators 	<ul style="list-style-type: none"> • North Berwick Community • North Berwick Coastal Area Partnership • North Berwick Business Association • Local councillors • Visually impaired groups • Active travel charities/groups • Employment groups • Social justice groups • Mental health groups • Hearing impairment groups • Older people groups • Learning disability groups • Inequality groups
High	Monitor	Keep Informed
	<ul style="list-style-type: none"> • Other projects (ELC) • Other projects (Wider) 	<ul style="list-style-type: none"> • Leisure clubs • Sports centres • Golf Clubs • Parks and Attractions • Hotels • B&B's
Low ← Interest → High		

Figure 3.2 Stakeholder analysis.

The consult, engage, monitor, keep informed approach is summarised as:

- Consult – provide these stakeholders with enough information and interaction to keep them updated and to address their concerns, but do not overwhelm them with too much information.
- Engage – these stakeholder and essential to the project and must be fully engaged with.
- Monitor – keep in close contact with these stakeholders to ensure a co-ordinated approach and that no major issues are arising.
- Keep informed – keep these stakeholders adequately updated as and when required.

4.0 PROGRAMME OF ENGAGEMENT

4.1 OVERVIEW

The primary function of engagement during the project will be in gathering views and information from as wide a variety and demographic of stakeholder as possible. This will focus around the project aims, taking consideration of works already done previously to determine any key starting points or initiatives that may already have been identified. During this stage, the use of open questions, mapping, and general behaviour questions will help to frame the design phase, and provide baseline information to support behaviour change.

4.2 ENGAGEMENT METHODS

In delivering the engagement for each community the following methods are proposed:

Table 4-1: Engagement Methods

Method	Audience	Delivery	Timescales ¹	Objectives
Early engagement to key stakeholders	Commercial Political Services	Email	August 2022	Introduce study Get key stakeholders on board
Community Survey	Residents Visitors Businesses	MS Forms	August 2022	Understand views on public space (place standard tool). Understand issues with local infrastructure Understand current active travel behaviours and barriers. Understand community desires around key projects and infrastructure needs.
Community Events	Residents Visitors Businesses	Undertake face to face drop-in sessions to present project and host discussions on the local space, infrastructure and needs.	August 2022	As per all objectives in the survey above. Additionally – promote the survey and the project as widely as possible.

¹ Refer to project timeline in Appendix X

NORTH BERWICK HIGH STREET

Programme of Engagement

Method	Audience	Delivery	Timescales ¹	Objectives
Stakeholder workshops	Identified key partners, groups and agencies (high influence and high interest)	Teams discussions / workshops	August 2022	Understand the context of any work, infrastructure, barriers in relation to each stakeholder's area of expertise / influence.
Protected characteristics workshops	Other	Teams discussions / workshops	August 2022	Understand views on public space (place standard tool). Understand issues with local infrastructure Understand current active travel behaviours and barriers. Understand community desires around key projects and infrastructure needs.
ELC Officers Workshop	Services	Teams discussions / workshops	August 2022	Understand issues with local infrastructure Understand opportunities and constraints Ensure co-ordinated approach
In-person walk-through event	Commercial Political	In-person walk-through event	August 2022 (same day as public event)	Understand views on public space (place standard tool). Understand issues with local infrastructure Understand current active travel behaviours and barriers. Understand community desires around key projects and infrastructure needs.

5.0 COMMUNICATION PLAN

5.1 COMMUNICATION TOOLS

Table 5-1 shows the tools and approaches that can be adopted for communication, if required.

Table 5-1 – Suggested tools and channels targeted to each audience

Tool	Channels	Approach	Main target audience
Internal and external engagement and dialogue	Email, phone, documents, online presentations and information sharing.	Engage, Inform	All
Review, completion and submission of reports and applications	Face-to-face, email, phone, documents, meetings, presentations and information sharing.	Engage, Consult	Decision makers and funders
Use of images, impressions, plans and designs	Documents, meetings, presentations, information sharing, websites and social media.	Inform	All
Website content	CNPA (Commonplace) and Sustrans Scotland websites.	Inform	Residents and interest groups
Social media posts	Facebook, Twitter and LinkedIn	Inform	Residents and interest groups
Press releases	Local press and community magazines and special interest publications.	Inform	Residents and interest groups
Photo calls	Local press, social media and websites.	Inform	Decision makers and funders and residents and interest groups
Articles	relevant newsletters.	Inform	Residents and interest groups
Banners, leaflets and posters	Posters in local shops	Inform	Residents and interest groups

5.2 COMMUNICATION PLAN TIMELINE OF ACTIVITY

The table below summarises the plans for communications for the project with associated activities, suggested tools and audiences.

NORTH BERWICK HIGH STREET

Communication Plan

Table 5-2 – Timeline of communications

Activity	Communication approach	Main target audience	Provisional timing for communication
Early engagement to key stakeholders	Emails to key stakeholders to ensure buy-in and support with further engagement. Gauge likely reactions of communities to support tailored engagement materials.	Local councillors, North Berwick Community Council, North Berwick Area Partnership, North Berwick Business Association	w/c 25 th July
Online survey	Emails to relevant organisations asking for dissemination of survey to their communities, with example promotion text for email/social media and a short form for twitter. Council and Sustrans social media posts. Newspaper promotion. Posters around the site, with QR code and tiny URL link, as well as contact details to request hard copies. Hard copies disseminated through the North Berwick Community Council, North Berwick Area Partnership, North Berwick Business Association. Option also provided for survey to be completed over the phone.	General public, local businesses, local residents, local councillors, etc	w/c 1 st August
In-person walk-through event	Direct emails to relevant organisations/individuals.	Local councillors, North Berwick Community Council, North Berwick Area Partnership, North Berwick Business Association	21 st July
Public event	Posters around the site. Emails to relevant organisations asking for dissemination of information amongst community, with example promotion text for email/social media and a short form for twitter. Council and Sustrans social media posts. Newspaper promotion. Main goal of drop-in event is to capture regular users of the High Street	General public – users of the High Street, local businesses, local residents, local councillors, etc	w/c 15 th August
Stakeholder workshops	Direct emails to relevant organisations/individuals	All stakeholders divided into groups	w/c 15 th and 22 nd August
Teams discussions / workshops	Direct emails to relevant organisations/individuals	Equalities groups, members of the public who have expressed interest through survey	w/c 15 th and 22 nd August

6.0 EQUALITY AND ACCESSIBILITY

The following principles and guidelines will be applied when creating content for the project's consultation events.

6.1 EQUALITY

The Equality Act became law in 2010. It protects everyone in the UK from discrimination, harassment and victimisation. Under this law, there are nine protected characteristics; these are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Ethnicity and culture
- Religion or belief
- Sex
- Sexual orientation.

Every audience will include a range of people with different, layered and intersecting characteristics and it is the project team's priority to safeguard these characteristics and address consultees appropriately.

The table below lists general principles to ensure that the writing style does not discriminate against protected characteristics, (Table 6-1).

Table 6-1 - Writing style general guidance, (Sustrans, 2021).

Using people-first language	It can be de-humanising to define people by their disability, illness, age, appearance, sexual orientation, or other label. Different groups of people have different preferred ways they like to be referred to (and there is often disagreement within groups). People also belong to many groups and have multiple protected characteristics. These intersections create unique experiences. For example: 'A person with epilepsy' not 'epileptic', 'a person with paraplegia' not 'paraplegic'.
Avoiding stereotypes	Stereotypes can have many negative consequences. They can cause anxiety, lead to discrimination, and damage peoples' self-confidence.
Not making assumptions about what 'normal' is	There are a lot of us living in the UK, and we have a diverse range of identities and experiences.
Being mindful of othering people	Othering is where we consciously or subconsciously attribute negative characteristics to people. It's an "us vs them" way of thinking about human connections and relationships – looking at others and saying, "they are not like me". Racial and religious othering are some of the most obvious examples, but some are less apparent. For example, people may dislike others based on things like their age, where they live or their profession. Focus on people as individuals. Be aware of the language you use when describing people or groups and avoid using descriptions that could patronise or exclude.
Not mentioning irrelevant details	Mentioning irrelevant details implies this is not the norm. For example, use 'Volunteer' not 'female volunteer', 'older volunteer', 'Asian volunteer' or 'disabled volunteer'.
Avoiding adjectives and collective terms	For example, use 'Disabled people' not 'the disabled'; 'a trans person' not 'the trans'; 'gay people' not 'gays'.

The table below lists a series of terms to describe people with protected characteristics, (Table 6-2).

Table 6-2 - Specific guidelines to describe people with protected characteristics, (Sustrans, 2021).

Protected characteristic	Guidelines
Age	<ul style="list-style-type: none"> • Do not use 'boys' and 'girls' when referring to young adults. • Avoid 'middle aged'. • Use 'Babies or infants' for 1 year and under. • Use 'Children' for up to aged 12. • Use 'Young people' for those aged from 13 to 17. • Use 'Adults' for aged 18 and over. • Use 'Older people' for aged 65 and over or where possible be specific (e.g., 'aged 80 and over' or 'over-75s'). • Avoid language that implies that a particular age group has a stereotypical characteristic.
Disability	<ul style="list-style-type: none"> • Follow the social model of disability. • Avoid victim language. • Avoid 'hero' language. • Use positive language rather than words that highlight limitations. • Use words to describe everyday living. • Use 'Deaf' with a capital D when embracing the cultural norms, beliefs, and values of the Deaf community.

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Equality and accessibility

Protected characteristic	Guidelines
	<ul style="list-style-type: none"> • Use the following preferred terms: • 'Disabled people' • 'Person using a wheelchair' • 'Person with a learning disability' • 'Non-disabled' as opposed to 'able-bodied' • Deaf or 'user of British Sign Language' or 'person with a hearing impairment' or 'person who is deaf-blind' • 'Person with diabetes' • 'Person with depression' • 'Carer' or 'caregiver' not 'caretaker' • 'Cycle' rather than 'bike', as bike refers to two wheels and many adapted cycles have more than two.
Mental health	<ul style="list-style-type: none"> • Use 'mental health' or 'mental health problems'. • Avoid victim language. • Avoid phrases like 'people with mental health problems' and use 'those of us with mental health problems' or 'anyone with mental health problems' — Be specific as possible – 'anyone with depression' or 'those of us with anxiety'.
Sex	<p>Sex refers to biological sex.</p> <ul style="list-style-type: none"> • Avoid references to sex unless they are relevant. • Use 'Engineer' not 'female engineer' • Collective nouns 'male' and 'female' may be used when discussing gender balance or in reference to data trends.
Gender	<p>Gender identity is an individual's internal sense of gender. This is different to 'gender', which is often defined as a set of expectations from society, about behaviours, characteristics, and thoughts. Gender identity isn't binary.</p> <ul style="list-style-type: none"> • Use gender-neutral terms, pronouns and expressions. • Use 'artificial' not 'man-made'. • Use 'dear friends and colleagues' not 'dear ladies and gentlemen'. • Use 'partner/spouse' not 'boyfriend'. • Use 'spokesperson' not 'spokesman and spokeswoman'. • Use 'quality of work' not 'workmanship'. • Use 'attend the phones' not 'man the phones'. • Respect people's preferences and use gender-neutral pronouns until you know what terms the individual prefers to use.
Sexual orientation	<ul style="list-style-type: none"> • Use 'sexual orientation' not 'sexual preference'. • Don't assume heterosexuality is the norm. • Recognise diverse family formation • Recognise and respect the difference between sexual orientation (a person's sense of identity based on their attractions, or lack thereof) and gender identity (a person's innate sense of their own gender, which may or may not correspond to the sex assigned at birth). • Don't use 'LGBTQQIA+' if you are only talking about people's sexual orientation, as the acronym is much broader than this. • LGBTQQIA+ is an acronym used to describe people who are lesbian, gay, bi (including pansexual), transgender, queer, questioning, intersex and asexual. People may belong to multiple groups, for example gay and transgender, intersex and queer.
Marriage and civil partnership	<ul style="list-style-type: none"> • Recognise that there are different types of relationships. • Use 'What is your relationship status' not 'what is your marital status' (and only ask this if you have a valid reason).

NORTH BERWICK HIGH STREET

Equality and accessibility

Protected characteristic	Guidelines
Ethnicity	<ul style="list-style-type: none"> • Ethnicity often exacerbates inequity, creating and reinforcing barriers and outcomes (including health, economic and educational outcomes). Individuals will have their own preferences for how they describe themselves and how they would wish to be described. Identity is extremely personal. If you are in doubt and it is relevant to your communications, ask how the individual or group would like to be described. • Don't assume a person's appearance, language or behaviour defines their nationality or cultural background. • Be mindful that some people may identify with more than one race or culture. • When describing a specific person or group of people, ask them what they identify as and use their own terms. • Capitalise ethnicities e.g., 'Black', 'Asian', 'White'. • Don't use irrelevant ethnic descriptions. • Be as specific as possible using the relevant ethnicity e.g., 'South Asian' or 'African and Caribbean communities. Avoid the term 'Black, Asian and Minority Ethnic' or 'BAME'. It is too generic and places recognition on some communities whilst excluding others. It also excludes White minority ethnic groups and doesn't include people who identify as having a mixed ethnicity. • Only use 'minority' where it is relevant to do so (it can imply inferior social position, a White perspective and is often relative to geographic location). Only use the term when referring to specific ethnic minority groups in the UK. Use 'minority groups', 'diverse ethnic communities' or 'ethnically diverse groups' • Use current terms such as 'ethnically diverse', 'underrepresented groups' or 'People of colour'. • Avoid terminology that infers colour by using 'Block list' or 'Safe list' not 'blacklisted' or 'white list'.
Religion or belief	<ul style="list-style-type: none"> • Note that 'religion or belief' includes all non-religious and philosophical beliefs. • Avoid Christian-centric terms and don't use 'Christian name' but rather 'given name' and 'family name' not 'last name' and 'surname' (these can be confusing to people who place their family name first). • Avoid 'Christmas' and use 'holidays' or 'festive season'. • Avoid 'Easter' and use 'springtime'. • Use 'religion or belief' not 'faith'. • Use legally correct terms such as 'Discrimination on the grounds of religion or belief' not 'religious discrimination'.
Being without children	<ul style="list-style-type: none"> • Don't assume that everyone has children, wanted children or could have children. Avoid sweeping statements that try to establish relatability. • Avoid statements which assume that the opportunity to have children is available to all. • Don't elevate parenthood to being more important than anything else. • Avoid using the terms 'childless' and 'child-free' unless referring to a specific experience. • Don't assume that the people caring for children are their parents. • Question the objective of your piece of writing and whether it needs to address whether people have children or not.

6.2 ACCESSIBILITY

The project team aims to design and deliver accessible events.

NORTH BERWICK HIGH STREET

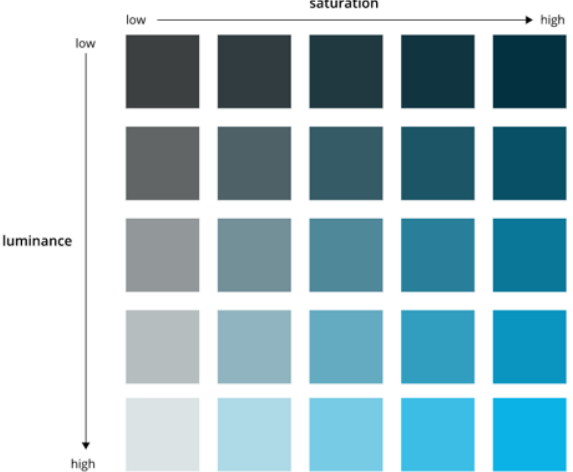
Equality and accessibility

Accessibility describes whether a tool for engagement can be used by people of all abilities. Good accessibility makes it simple for every user to find, use and understand content.

The table below includes design guidelines on colour accessibility to create accessible content for people with visual impairments and people with dyslexia.

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Equality and accessibility

Black and white	<p>The design needs to work in greyscale (black and white) before adding in colour.</p>
Colour blindness	<ul style="list-style-type: none"> • Use blue as it is the richest colour across all types of colour blindness. • Do not use red and green together as they are difficult to distinguish from one another in the more common types of colour blindness. • Use a colour-blind simulator, such as Vischeck, to test your colours to see whether they are colour-blind safe. • Various shades of a single colour, instead of multiple colours, are recommended to help avoid colour blindness issues. This can be done by varying the luminance or saturation and holding the hue constant as per example below. 
Colour association	<p>Certain colours have different meaning associated with them, which will vary dependent on context.</p> <ul style="list-style-type: none"> • Red: caution, anger, love, negative (in finance), hot. • Orange: warm, autumn. • Yellow: happy, fun, young. • Green: nature, calm, good luck. • Blue: stability, professional, cold, trust, intelligence. • Purple: wealth, mystical, decadent. • Brown: rustic, practical, warm, vintage. • White: sterile, innocence, peace, truth, cleanliness. • Black: sophistication, death, night, contemporary. • multicolour: international, all inclusive, multicultural.
Colour combination	<p>Colour combinations that should not be used because hard to see:</p> <ul style="list-style-type: none"> • Red and green • Green and brown • Green and blue • Blue and grey • Blue and purple • Green and grey • Green and black

NORTH BERWICK HIGH STREET

Equality and accessibility

Using red and green	Use symbols as well as colour – When using red to signal “warning,” or “caution,” and green to signal “approval” or “correctness” add a symbol to make sure colour-blind users can still understand the message.
Charts	Charts should be monochromatic.
Background and text	<ul style="list-style-type: none">• Use single colour background, avoiding background patterns or pictures and distracting surrounds.• Apply sufficient contrast levels between background and text.• Use dark coloured text on a light (not white) background.• Use alternatives to white backgrounds for paper, computer and visual aids such as whiteboards. Cream or a soft pastel colour.• When printing, use matt paper rather than gloss. Paper should be thick enough to prevent the other side showing through.

Table 6-3 - Dyslexia style guide, (British Dyslexia Association, 2021).

<p>Readable fonts</p>	<ul style="list-style-type: none"> • Use sans serif fonts, such as Arial and Comic Sans, as letters can appear less crowded. Alternatives include Verdana, Tahoma, Century Gothic, Trebuchet, Calibri, Open Sans. • Font size should be 12-14 point or equivalent (e.g., 1-1.2em / 16-19 px). Some dyslexic readers may request a larger font. • Larger inter-letter / character spacing (sometimes called tracking) improves readability, ideally around 35% of the average letter width. If letter spacing is excessive it can reduce readability. • Inter-word spacing should be at least 3.5 times the inter-letter spacing. • Larger line spacing improves readability and should be proportional to inter-word spacing; 1.5/150% is preferable. • Avoid underlining and italics as this can make the text appear to run together and cause crowding. Use bold for emphasis. • Avoid text in uppercase/capital letters and small caps, which can be less familiar to the reader and harder to read.
<p>Headings and structure</p>	<ul style="list-style-type: none"> • Headings and styles will be used to create consistent structure to help people navigate through the content. • For headings, a font size that is at least 20% larger than the normal text will be used. If further emphasis is required, bold will be used. • Formatting tools will be used for text alignment, justification, indents, lists, line and paragraph spacing to support assistive technology users. • Extra space will be added around headings and between paragraphs. • Hyperlinks will look different from headings and normal text.
<p>Layout</p>	<ul style="list-style-type: none"> • Left align text, without justification. • Lines should not be too long: 60 to 70 characters. • Use white space to remove clutter near text and group related content. • Break up the text with regular section headings in long documents and include a table of contents. • Avoid multiple columns (as used in newspapers).

7.0 DATA PROTECTION

The project team will deliver engagement events and will carry out subsequent analyses and reporting in compliance with the UK Data Protection Act 1998.

8.0 REFERENCES

- British Dyslexia Association. (2021). *Dyslexia friendly style guide*. Retrieved from British Dyslexia Association: <https://www.bdadyslexia.org.uk/advice/employers/creating-a-dyslexia-friendly-workplace/dyslexia-friendly-style-guide#:~:text=Dyslexia%20friendly%20style%20guide%20-%20British%20Dyslexia%20Association,text%20to%20speech%20to%20facilitate%20ease%20of%20read>
- British Dyslexia Association. (n.d.). *British Dyslexia Association*. Retrieved from British Dyslexia Association Style Guide: https://cdn.bdadyslexia.org.uk/uploads/documents/Advice/style-guide/Dyslexia_Style_Guide_2018-final-1.pdf?v=1554827990
- Office for National Statistics. (n.d.). *Styles*. Retrieved from Office for National Statistics: <https://style.ons.gov.uk/>
- Sustrans. (2021). *Sustrans Brand World*. Retrieved from Sustrans: <https://company-77226.frontify.com/d/QIGhbcCZUOBf/sustrans-brand-world#/writing/writing-guidelines>

North Berwick High Street Survey

1557

Responses

17:36

Average time to complete

Active

Status

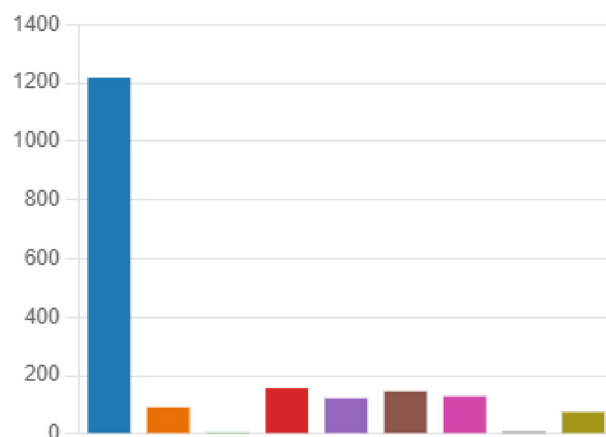
1. I wish to participate in the **North Berwick High Street Survey**. I understand that the information I provide will be processed by Stantec on behalf of the Council and will be used by Stantec to provide feedback and recommendations to the Council in the context of improving the High Street. *You will not be able to continue if you do not give consent.*



2. Map of Study Area

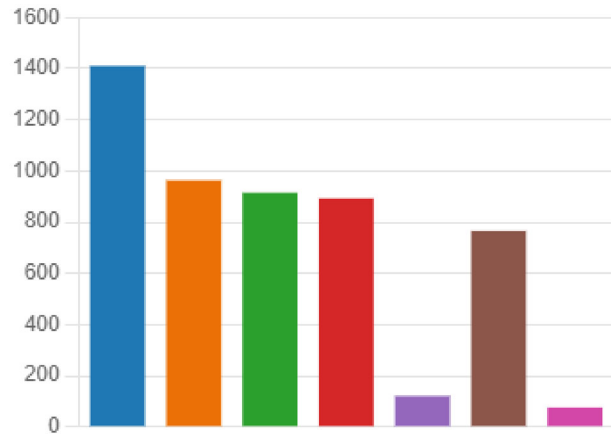
3. In what capacity are you responding to this survey? *(tick all that apply)*

Local resident	1218
Local business owner	91
Local Councillor	5
I work in this area	157
I visit this area on holiday	122
My child goes to school/nursery...	146
I have another interest in this area	129
Campaigner	8
Other	75



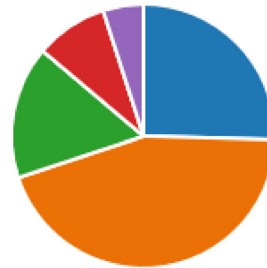
4. When you visit the High Street, what reasons do you visit for at the moment? *(tick all that apply)*

● Shopping (for specific items)	1410
● Shopping (browsing)	963
● Eating out (daytime)	914
● Eating out (evening)	892
● I work on the High Street	121
● I walk along the High Street to g...	766
● Other	76



5. How often do you visit the High Street?

● Every day	395
● More than once a week	691
● Around once a week	252
● Around once a month	138
● Less than once a month	77



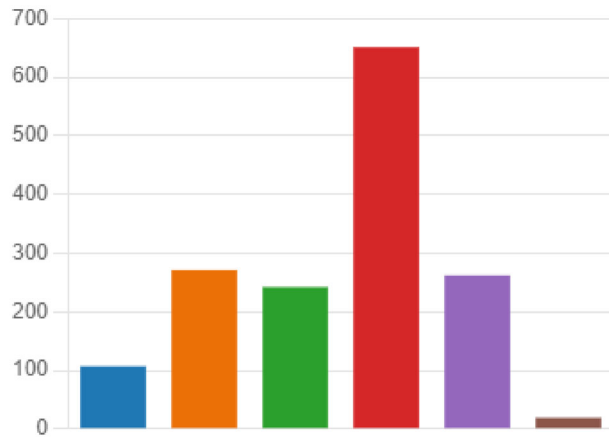
6. How would you rate your perception of safety on the High Street currently?

● Very unsafe	220
● Unsafe	506
● Neither safe nor unsafe	345
● Safe	364
● Very safe	117



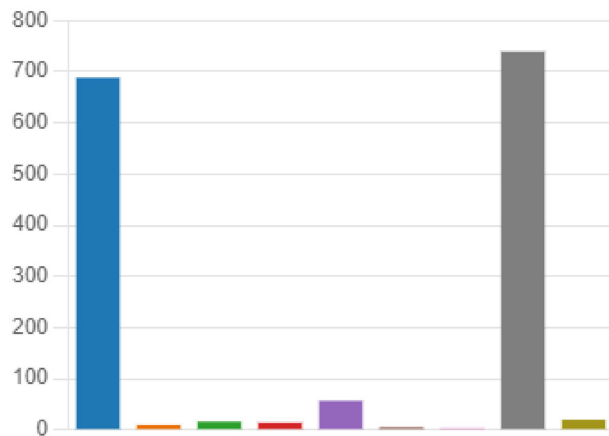
7. How welcoming and attractive do you feel the High Street is currently?

● Very unattractive	107
● Unattractive	271
● Neither attractive or unattractive	242
● Attractive	651
● Very attractive	262
● Other	19



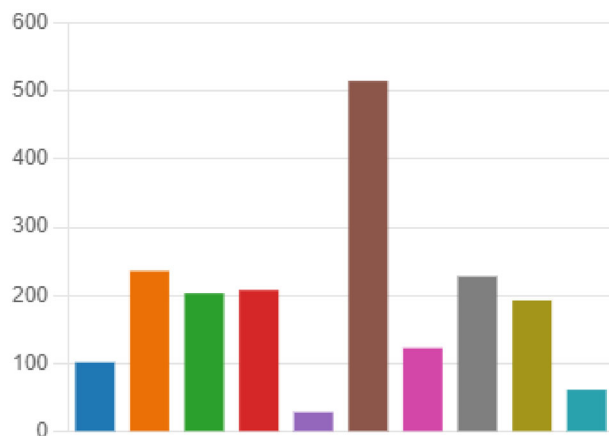
8. When you visit the High Street, what is your most common mode of travel?

● Car	688
● Van	10
● Bus	16
● Train	14
● Cycle	57
● Wheel (e.g. wheelchair)	5
● Scooter (or other powered two-...)	3
● On foot	739
● Other	20



9. Where do you park? (tick all that apply)

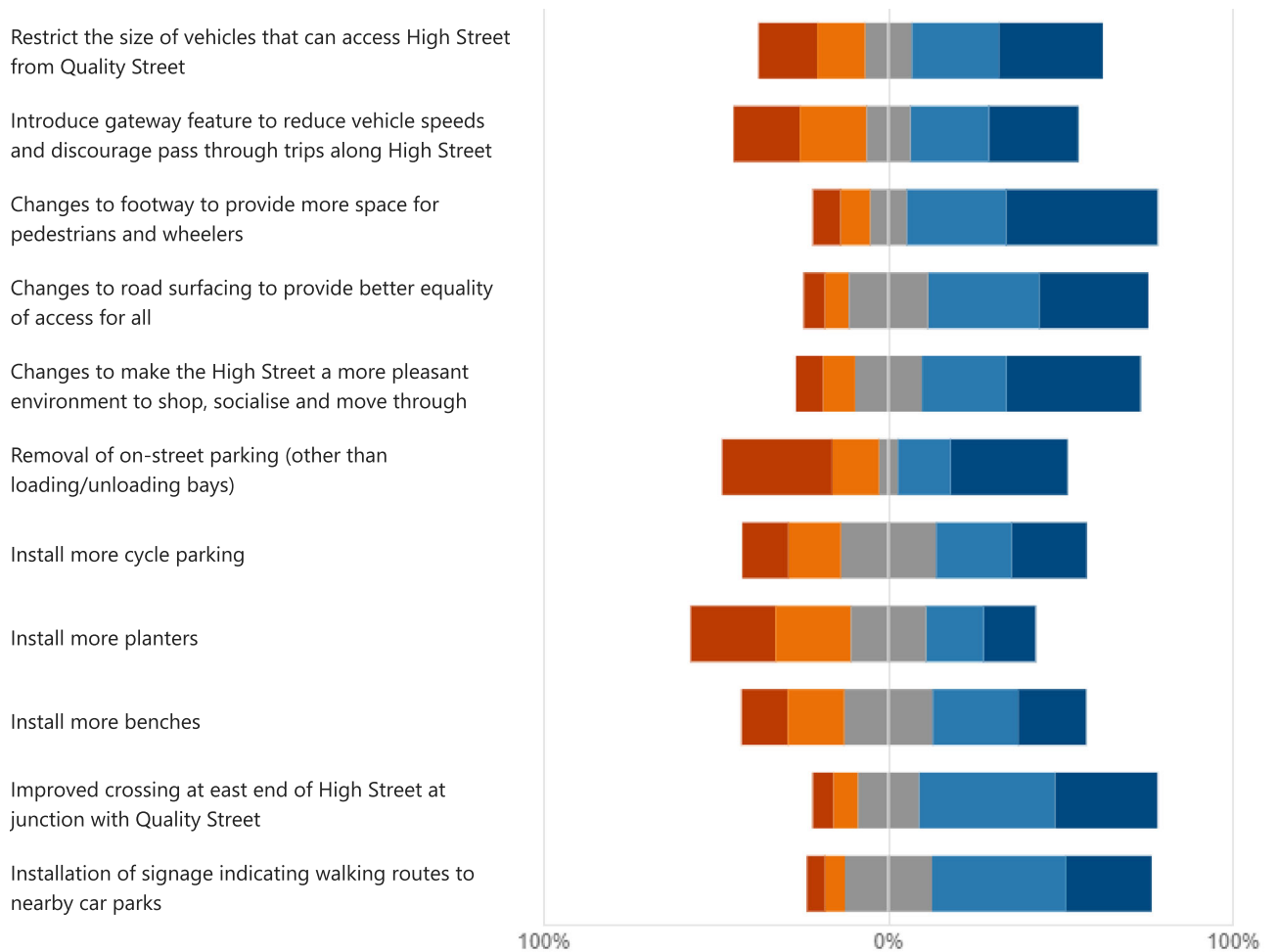
● East Road Car Park	102
● Glebe Car Park	236
● Kirk Ports Car Park	203
● Quality Street Car Park	208
● Rugby Club Car Park	29
● On-street, on the High Street	514
● On St Andrews Street	123
● On Forth Street	228
● On Quality Street	193
● Other	62



10. **East Section of High Street** (Quality Street to Market Place)

11. How do you feel about the following changes being introduced on the eastern section of High Street between Quality Street and Market Place:

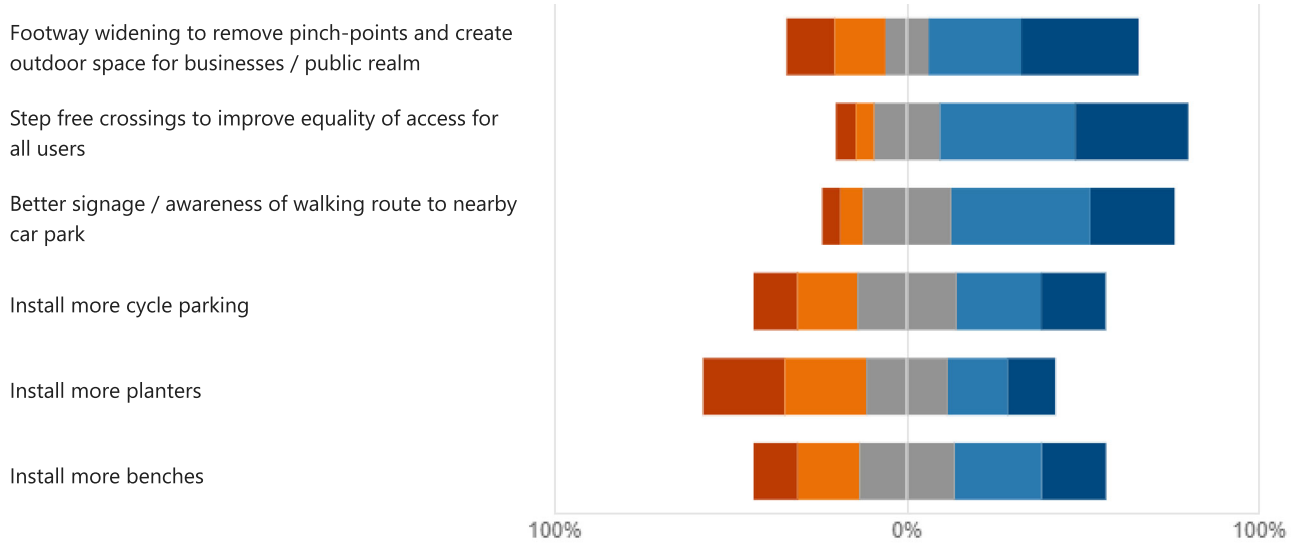
■ Strongly Disagree
 ■ Disagree
 ■ Neutral
 ■ Agree
 ■ Strongly Agree



12. **West Section of High Street** (Market Place to Church Road)

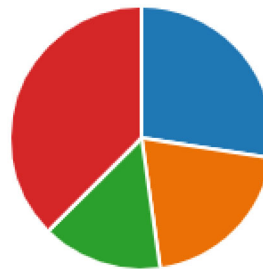
13. How do you feel about the following changes being introduced on the western section of High Street between Market Place and Church Road:

■ Strongly Disagree
 ■ Disagree
 ■ Neutral
 ■ Agree
 ■ Strongly Agree



14. When thinking about High Street, which of these options would you prefer?

- Leave High Street as it currently is 425
- Widen footways on High Street 315
- Change High Street (between Q... 230
- Fully pedestrianise High Street (... 581



15. Please explain why you prefer this option:

1394
Responses

Latest Responses

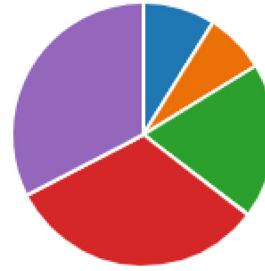
"Compromise between needs of various users "

"My mother need a mobility aid to walk and the High Street is very di...

"I think that the street is too narrow for cars and pedestrians to mix sa...

16. Would you support changes to improve access for all to the High Street?

Strongly oppose	137
Oppose	114
Neutral	294
Support	494
Strongly support	502



17. What else would you like to see in the redesign of the High Street?

970
Responses

Latest Responses

"Improve pavements to prevent tripping. Remove planters- eyesore a...
"Parking restricted only to where the road is wider at the west end "
"I would like parking restricted to a single side of the High St betwee...

18. Do you have any **concerns** about redesigning the High Street?

1105
Responses

Latest Responses

"Traders must be considered or there willing be no high street to visit "
"Obviously disruption but it would be worth it "
"Change is inevitable for safety. Let's get on and implement the neces...

19. What is your postcode? (e.g. EH39 4HH)

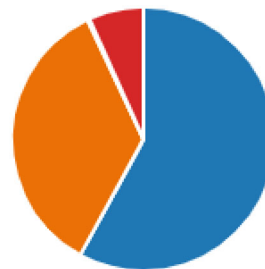
1473
Responses

Latest Responses

"EH39 4QW "
"EH395DE"
"EH39 5DE "

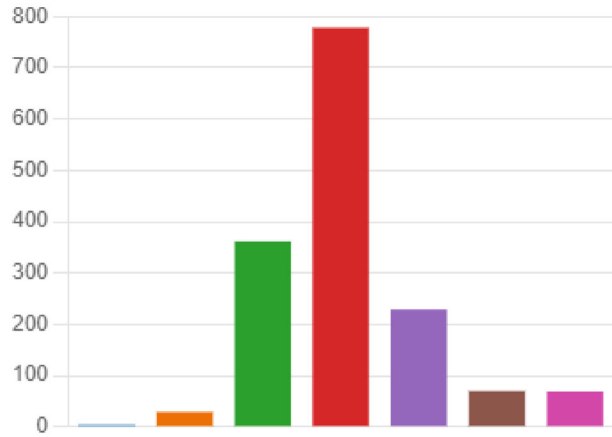
20. What gender do you identify as?

Female	887
Male	536
Identify in another way	4
Prefer not to say	103



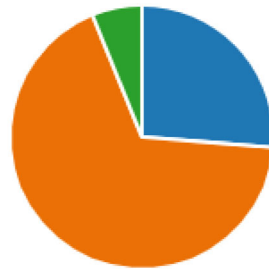
21. What is your age?

● Under 16	4
● 17 to 24	29
● 25 to 44	362
● 45 to 64	778
● 65 to 74	229
● 75 and over	70
● Prefer not to say	69



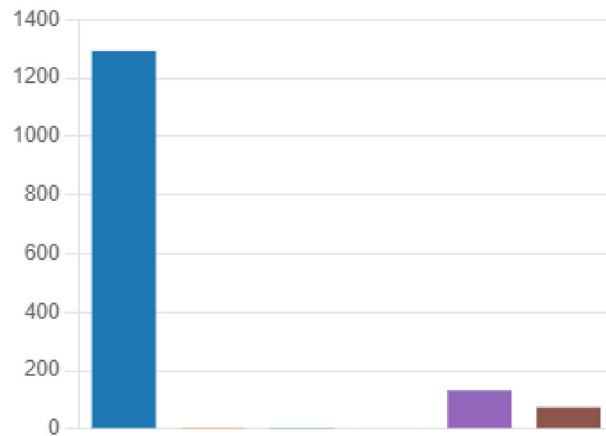
22. Do you have young children or are you pregnant at the moment?

● Yes	402
● No	1037
● Prefer not to say	94



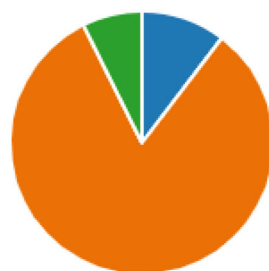
23. Do you consider yourself to be trans, or have a trans history?

● No	1292
● Yes, I am a trans man	1
● Yes, I am a trans woman	1
● Yes, I am non-binary	3
● Prefer not to say	132
● Other	74



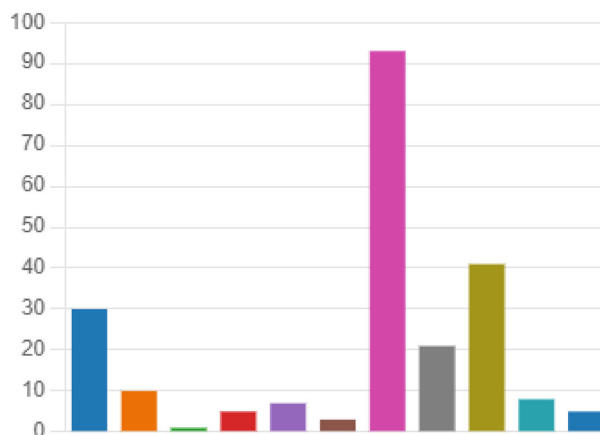
24. Do you consider yourself to have a disability

● Yes	158
● No	1258
● Prefer not to say	112



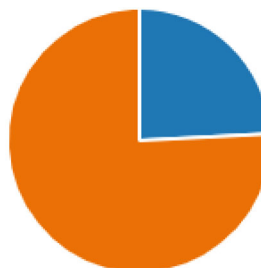
25. Please indicate which of the following apply to you? (tick all that apply)

- Deafness or partial hearing loss 30
- Blindness or partial sight loss 10
- Full or partial loss of voice or dif... 1
- Learning disability (a condition t... 5
- Learning difficulty (a specific lea... 7
- Developmental disorder (a cond... 3
- Physical disability (a condition th... 93
- Mental health condition (a condi... 21
- Long-term illness, disease or co... 41
- Prefer not to say 8
- Other 5



26. Would reconfiguring the High Street to be one level (similar to the image below) be difficult for you to use?

- Yes 38
- No 119



27. Please explain:

99
Responses

Latest Responses

28. Would you be willing to participate in an online focus group / workshop to discuss access and road safety on High Street?

- Yes 54
- No 101



29. Please provide a method for contacting you: *(email, phone number or correspondence address)*

54

Responses

Latest Responses

Appendix D Equalities Impact Assessment (EqIA)

Supporting Good Decisions

**Promoting Equality and Human Rights;
Reducing Poverty; and
Protecting the Environment**

Integrated Impact Assessment Form

Integrated Impact Assessment Form

Promoting Equality and Human Rights; Reducing Poverty; and Protecting the Environment

Title of Policy/ Proposal	Detailed Design Options for High Street, North Berwick, East Lothian
Timescale for Implementation	Concept Design – March 2023
IIA Completion Date	July 2022 (first draft of live document) March 2023 (update post community engagement)
Completed by	G Scott
Lead officer	I Lennox

Section 1: Screening

1.1 Briefly describe the policy/proposal/activity you are assessing.

Set out a clear understanding of the purpose of the policy/ proposal/ activity being developed or reviewed (e.g. objectives, aims) including the context within which it will operate.

The purpose of the North Berwick High Street Study is to create a safer, more accessible and more attractive High Street that meets the needs of all users by providing quality infrastructure and placemaking that prioritises walking, wheeling and cycling for every-day journeys and leisure trips.

The project aims to provide:

- Enhanced road safety and mitigation of risk of conflict between vehicle users, cyclists and pedestrians
- Promotion of active travel solutions in and around North Berwick
- Protect and enhance the character of the High Street
- Support and enhance the economic viability of the town's businesses
- Future enhancement of social cohesion within North Berwick and surrounding areas
- Improved, supported and encouraged safe active travel
- Contribute to community wellbeing within North Berwick and surrounding area

Equality of access is of paramount importance to this project. Previous engagement information from the North Berwick Town Centre Charette and the recent engagement process have been crucial in identifying which interventions are necessary to address discrimination and improve safety for all users via future-proofed designs. One of the key objectives for the project is to create a safer, more inclusive and attractive place for the benefit of all users through inclusive design. Public consultation and stakeholder engagement have been undertaken as part of the study to understand the public perception of the area, particularly issues that affect people with protected characteristics. The design team have also worked closely with key stakeholders who have greater knowledge about the challenges, plans and aspirations for the area.

1.2 What will change as a result of this policy?

The identified design option aims to promote equal opportunities for all users by providing quality walking infrastructure along High Street. The designs will give priority access to users based on the transport hierarchy table, to improve the perception of safety for people walking, wheeling and cycling. Design options have been informed by feedback gathered via consultation events and adheres to requirements set out in the Equality Act (2010) and national placemaking standards.

The project has evolved from previous work carried out by local organisations, groups and partners.

1.3 Deciding if a full Impact Assessment is needed.

Please answer the following questions:

	Yes	No
1. The policy/ proposal has consequences for or affects people e.g. how they can access a service?	✓	
2. The policy/proposal has potential to make a significant impact on equality and human rights, socio-economic disadvantage, the council's role as a corporate parent, or the council's commitment to tackling climate change?	✓	
3. The policy/proposal is likely to have a significant environmental impact as defined by the Environmental Impact Assessment (Scotland) Act 2005?		✓
4. The policy/ proposal involves a data processing activity (storage / collection of personal data) that is likely to result in a high risk to		✓

individuals as determined by Article 35 of the General Data Protection Regulation?		
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- If you have answered yes to questions 1 and 2 above, please proceed to complete the Integrated Impact Assessment. If you have answered No then an IIA does not need to be completed. Please keep a copy of the screening paperwork.
 - If you have answered yes to question 3, you will need to consider whether you need to complete a Strategic Environmental Assessment.
 - If you have answered yes to question 4, you will need to consider whether you need to complete a Data Protection Impact Assessment. Please seek further advice from the Team Manager Information Governance.
-

Section 2: Integrated Impact Assessment

2.1 Have those who are directly affected by the policy had the opportunity to comment on new proposals?

Yes, an extensive stakeholder and community engagement exercise has been undertaken.

Activity	Audience	Dates
Early engagement to key stakeholders	Emails sent to local councillors, North Berwick Community Council, North Berwick Area Partnership and North Berwick Business Association.	w/c 25 th July
Online survey	General public, local businesses, local residents and local councillors to be approached to facilitate communications for survey and provision of hard copy surveys where required. 1,553 responses were received	w/c 1 st August until 28 th August 2022 ¹
In-person walk-through event	Local councillors, North Berwick Community Council, North Berwick Area Partnership and North Berwick Business Association.	21 st July
Public event	Drop-in event to the general public (users of the high street, local businesses, local residents, local councillors, etc)	16 th August
Stakeholder workshops	All stakeholders divided into groups.	w/c 29 th August
Teams discussions/workshops	Equalities groups and members of the public who have expressed interest through survey.	w/c 29 th August

¹ Responses received after this date were still considered

2.2 What information/data have you used to inform the development of the policy to date?

As above, and:

- Extensive review of relevant local, regional and national policy
- Baseline review of public transport, walking and cycling network (accessibility analysis), parking provision (occupancy and duration of stay)
- Review of 2017 Charette findings
- Review of previous designs and Road Safety Audits
- Census data (population, mode of travel to work or study, SIMD)
- Traffic flows
- Collision data
- Case studies (Dundee and Queensferry)
- Inclusive Design in Town Centres and Busy Street Areas²
- Design Manual for Roads and Bridges (DMRB)
- Traffic Signs Regulations and General Directions 2016 (TSRGD)
- Designing Streets: A policy Statement for Scotland
- Cycling by Design Update 2021
- National Roads Development Guide by SCOTS
- Guidance on the Use of Tactile Paving Surfaces
- Edinburgh Street Design Guidance
- University College London Accessibility Research Group for Guide Dogs

2.3 What does the evidence/ research suggest about the policy’s actual or likely impact on equality groups and those vulnerable/ or experiencing socio-economic disadvantage?

Evidence	Comment
Which groups are in particular need of this service?	<p>Those with mobility and visual impairments who find the current narrow footways on parts of High Street a challenge to navigate. This is particularly the case for wheelchair users and people who travel with a white cane or Guide Dog.</p> <p>People travelling with children (particularly in prams or buggies) who find the narrow footways on parts of the High Street a challenge to navigate.</p>

² [Inclusive Design in Town Centres and Busy Street Areas | Transport Scotland](#)

<p>What level of service uptake/ access is there from protected and vulnerable groups?</p>	<p>The High Street is used by most residents and visitors to North Berwick, which largely reflects the Scottish population in terms of protected and vulnerable groups. People who responded to the online survey represent a subset of this.</p> <p>Around 10% of respondents to the online survey identified as having a disability</p> <p>58% identify as female</p> <p>Around 20% of respondents are over 65</p> <p>25% of respondents have young children or are pregnant</p> <p>5 respondents consider themselves to be trans or have a trans history.</p>
<p>Can you identify positive outcomes for service users</p>	<p>The provision of a consistent footway surface will particularly help those with mobility and visual impairments and prams etc.</p> <p>The provision of wider footways will help all users, but particularly those with mobility and visual impairments and prams etc.</p> <p>The provision of a consistent 60mm kerb and tactile surfaces at relevant location will particularly help visually impaired users.</p> <p>The provision of step free crossings at various locations with particularly help those with mobility impairments and prams etc. Tactile paving and stips will be provided at appropriate locations to mitigate any potential negative impact on visually impaired users.</p> <p>The reduction in vehicular traffic will be a positive outcome for most users.</p>
<p>What is the service user experience of those from</p>	<p>Over 30% of respondents with a disability perceive safety on the High Street to be unsafe or very unsafe.</p>

protected or vulnerable groups?	Respondents in the age group 65 to 74 (in particular females) were particularly likely to state they perceive High Street to be very unsafe (~21%) with a further 30% saying unsafe.
What opportunity have those from protected groups had to co-produce or comment on the service/ plans?	As outlined above, an extensive community engagement exercise has been undertaken

2.4 How does the policy meet the different needs of groups in the community?

Equality Groups	Comments
Older people, people in the middle years	<p>The provision of a consistent footway surface will help older people who are more likely to have mobility impairments.</p> <p>The provision of a wider footways will help older people who are more likely to have mobility impairments.</p> <p>The provision of step free crossings at various locations will particularly help older people who are more likely to have mobility impairments.</p> <p>The provision of additional benches will support people with mobility impairments where their impairment impacts their ability to stand or walk for extended periods.</p> <p>The proposals would seek to improve accessibility to people all of all ages, promoting physical and mental wellbeing.</p>
Children and young people children	<p>The proposals would seek to improve accessibility to people all of all ages, promoting physical and mental wellbeing.</p> <p>For young children, widening of pavements is likely to bring a particular benefit, as they are more likely to travel in a pram or walk two abreast with a parent or caregiver,</p>

	<p>which is currently difficult and dangerous with the existing narrow pavements.</p> <p>Where cars are parked, they are particularly dangerous for children when they cross between them (as they are short so drivers might not see them). The removal of parked cars can therefore benefit children.</p> <p>Reduction in traffic more generally is a big benefit to children as they can move erratically and lower traffic volumes reduces the likelihood of them coming into a conflict with a vehicle.</p>
<p>Women, men and transgender people (includes issues relating to pregnancy and maternity)</p>	<p>The experience of users in the study may vary based on sex, and gender-reassignment. The Engagement Plan identifies the relevant groups in the area and aims at engaging with representatives to understand barriers relating to sex, and gender-reassignment. This process has informed concept designs. However particular focus will be given to address safety/perceived safety for women, such as personal security, at the developed design stage. It is recommended that a workshop for women is undertaken to focus on these issues.</p>
<p>Disabled people (includes physical disability, learning disability, sensory impairment, long-term medical conditions, mental health problems)</p>	<p>The provision of a consistent footway surface will help those with a range of physical disabilities, as well as visual impairments.</p> <p>The provision of a wider footways will help all users, particularly people with a range of physical disabilities, as well as visual impairments.</p>

	<p>The provision of a consistent 60mm kerb and tactile surfaces at relevant location will particularly help visually impaired users.</p> <p>The provision of step free crossings at various locations will particularly help those with mobility impairments.</p> <p>The experience of users in the study may vary based on physical mobility. The Engagement Plan identifies the relevant groups in the area and aims at engaging with representatives to understand barriers relating to mobility and accessibility. This process will inform concept designs.</p> <p>The proposals will aim to improve accessibility to access and egress the High Street at key intersection points and upgrade surfacing, drainage and path widths.</p> <p>The provision of additional benches will support people with mobility impairments where their impairment impacts their ability to stand or walk for extended periods. There is potential that bollards and/or planters will be used to separate elements of the carriageway, which may create physical barriers to wheelchair users and other people with mobility impairments.</p> <p>Around 33% of respondents who identify as having a disability were in favour of pedestrianising High Street between Quality Street and Market Place. By comparison, around 40% of those who do not have a disability favoured this option.</p> <p>Although many respondents stated that they were in favour of a level surface (road and footway at the same height), current best</p>
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	<p>practice guidance suggests a 60mm kerb should be provided³.</p> <p>This provides confidence that a kerb is detectable by blind and partially sighted people.</p>
<p>Minority ethnic people (includes Gypsy/Travellers, migrant workers)</p>	<p>The experience of users in the study may vary based on ethnicity. The Engagement Plan identifies ethnic groups in the area and aims at engaging with representatives to understand barriers relating to skin colour, nationality, language spoken and country of origin. This process will inform concept designs.</p> <p>The proposals will aim to bring benefit to all users. A future Behaviour Change Plan should include an assessment of the barriers to walking and cycling faced by ethnic groups.</p>
<p>Refugees and asylum seekers</p>	<p>The scheme is seeking to promote active travel which is a low cost option for people who are generally surviving on a low income. The scheme seeks to promote access to goods and services and will generally have a positive impact for refugees and asylum seekers.</p>
<p>People with different religions or beliefs (includes people with no religion or belief)</p>	<p>The designs are intended to bring benefit to all users regardless of religion / belief. A stakeholders' consultation event will help identify and address further barriers.</p>
<p>Lesbian, gay, bisexual and heterosexual people</p>	<p>The experience of users in the study may vary based on sexuality. The Engagement Plan identifies the relevant groups in the area and aims at engaging with representatives to understand sense of safety relating to sexuality. It is</p>

³ <https://www.transport.gov.scot/publication/inclusive-design-in-town-centres-and-busy-street-areas/>

	recommended that a workshop for lesbian, gay, bisexual and heterosexual people is undertaken to focus on these issues.
People who are unmarried, married or in a civil partnership	The scheme is not considered to negatively impact on people if they are unmarried, married or in a civil partnership.
Those vulnerable to falling into poverty <ul style="list-style-type: none"> • Unemployed • People on benefits • Lone Parents • Care experienced children and young people • Carers (including young carers) • Homeless people • Those involved in the community justice system • People with low literacy/numeracy • Families with 3 or more children • Those with a child/ children under 1 	<p>The proposals will aim to improve the experience of the place regardless of people's economic status so that all can enjoy the North Berwick High Street and benefit physical and mentally.</p> <p>The proposals will promote the use of active travel in North Berwick, which is a low-cost and accessible transport option for people who are vulnerable to falling into poverty.</p>
Geographical communities <ul style="list-style-type: none"> • Rural/ semi rural communities • Urban Communities • Coastal communities • Those living in the most deprived communities (bottom 20% SIMD areas) 	It is acknowledge that some people in North Berwick, and nearby settlements have a degree of reliance on the car. The scheme will still promote a thriving High Street with ample opportunities for parking nearby.
People with communication needs: <ul style="list-style-type: none"> • Gaelic Language Speakers {refer if necessary to the Council's Gaelic Language Plan} • British Sign Language (BSL) users {refer if necessary to the Council's BSL Plan} • English as a Second Language • Other e.g. Deafblind, Plain English, Large Print 	Not applicable to the design

2.5 Are there any other factors which will affect the way this policy impacts on the community or staff groups?

No

2.6 Is any part of this policy/ service to be carried out wholly or partly by contractors?

If yes, how have you included equality and human rights considerations into the contract?

Yes, in the future and this will be built into the contract.

2.7 Have you considered how you will communicate information about this policy or policy change to those affected e.g. to those with hearing loss, speech impairment or English as a second language?

2.8 Please consider how your policy will impact on each of the following?

Equality and Human rights

- Promotes / advances equality of opportunity e.g. improves access to and quality of services
- Promotes good relations within and between people with protected characteristics and tackles harassment
- Promotes participation, is inclusive and gives people control over decisions which affect them
- Preserves dignity and self-respect of individuals (does not lead to degrading treatment or stigma)
- Builds support networks, resilience, community capacity

Comments:

Improves pedestrian access to shops and services on the High Street, including for protected characteristics groups

Socio-Economic Disadvantage / reducing poverty

- Maximises income and/or reduces income inequality
- Helps young people into positive destinations
- Aids those returning to and those progressing within the labour market

- Improves employability skills, including literacy and numeracy
- Reduces the costs of taking part in activities and opportunities
- Reduces the cost of living

Comments :

Improves pedestrian access to employment on the High Street, including for protected characteristics groups

Tackling Climate Change

- Reduces the need to travel or increases access to sustainable forms of transport
- Minimises waste / encourages resource efficiency / contributes to the circular economy
- Ensures goods / services are from ethical, responsible and sustainable sources
- Improves energy efficiency / uses low carbon energy sources
- Protects and/or enhances natural environments / habitats / biodiversity
- Promotes the transition to a low carbon economy
- Prepares and/or adapts communities for climate change impacts

Comments:

Strongly aligns to tackling climate change by encouraging short, local trips to be walked or cycled

Corporate Parenting and Care Experienced Young People

- Impacts on care experienced young people
- Provides opportunities or reduces opportunities to participate in activities which are designed to promote the wellbeing of young people
- Adversely affects the wellbeing of young people
- Adversely impacts on outcomes for care experienced young people

Comments:

No negative impact

Section 3. Action Plan

What, if any changes will be made to the proposal/ policy as a result of the assessment?

Changes to be made	Expected outcome of the change	Resources Required	Timeline	Responsible person

For consideration of the Head of Service

Can you identify any cumulative impacts on equality groups or vulnerable people arising from this policy, when considered alongside other changes across other services?

Sign off by Head of Service

Name:

Date:

Appendix E Option Appraisal

Detailed Scoring

Option	2			Directness	1			Comfort	1			Attractiveness	1			
	Safety				Coherence				Comfort				Attractiveness			
		Pedestrian Experience	Destination Value			Pedestrian Experience	Destination Value			Pedestrian Experience	Destination Value		Pedestrian Experience	Destination Value		
Do nothing (existing situation)	Scores poorly due to the perception of safety (as identified through community engagement)	-1	-2	1	The route remains direct across all options (same alignment)	3	2	1	Neutral, as sections of footway uneven, no crossings, variable kerb heights and footway widths which limit spaces for pedestrians to pass	0	0	0	Relatively attractive, although footways, kerbs and carriageway are uneven / damaged / broken in places	-1	-1	0
Restricted vehicular access, one surface level throughout, access for loading and servicing	Removes all (or almost all) conflict between pedestrians and vehicles, although potentially introduces conflict between pedestrians and cyclists.	4	2	2		0	-1	1	May present issues with coherence due to uncertainty of what vehicles can use the space. Some issues for coherence for cyclists and whether they can share the space with pedestrians.	5	3	2	Would be much more attractive with use of consistent materials and much more attractive to pedestrians and cyclists because of significantly increased space for them without vehicles / fewer vehicles	4	2	2
3.0m wide "road", one surface level, no parking (loading and servicing provided for)	Removes some conflict between pedestrians and vehicles by allocating more space for pedestrians and reducing volume of traffic.	2	1	1		4	2	2	Even surface throughout, more space for pedestrians to pass each other. Minimal requirement to navigate vehicles.	4	2	2		3	1	2
3.0m wide "road", one surface level, with areas for blue badge parking / loading / pick-up / drop-off	Removes some conflict between pedestrians and vehicles by allocating more space for pedestrians.	3	1	2		3	1	2	Even surface throughout, more space for pedestrians to pass each other.	4	2	2	Would be more attractive with use of consistent materials and some more space for pedestrians and cyclists	3	1	2
3.7m wide road, with kerb (min. 60mm), no parking	Removes some conflict between pedestrians and vehicles by allocating more space for pedestrians and reducing volume of traffic.	4	2	2		4	2	2	Defined surfaces throughout, more space for pedestrians to pass each other. Minimal requirement to navigate vehicles.	3	2	1		3	2	1
3.7m wide road, with kerb (min. 60mm), with areas for loading / pick-up / drop-off / blue badge	Removes some conflict between pedestrians and vehicles by allocating more space for pedestrians.	4	1	3		2	1	1	Even surface throughout, more space for pedestrians to pass each other.	4	2	2		2	1	1

Adaptability	1	Pedestrian Experience	Destination Value	Accessibility	2	Pedestrian Experience	Destination Value	Socio-economic	1	Pedestrian Experience	Destination Value	Deliverability	1.5	Pedestrian Experience	Maintainability	1	Pedestrian Experience	Total	Rank
Carriageway space can be adapted for different uses, but footways cannot	0	-1	1	Poor accessibility for those with mobility and visual impairments due to narrow footways, variable kerb heights and uneven surfaces	-5	-3	-2	Businesses may benefit from on-street parking close to shops but the presence of on-street parking and traffic may discourage some visitors. No specific parking provision for blue badge holders	2	1	1	Highly deliverable, as no change proposed	6	3	Easily maintainable, as no change proposed and current layout comprises standard materials such as footway in concrete and tarmac carriageway.	6	3	7	6
Space can flexibly be adapted due to one level and lack of kerbs	5	3	2	High accessibility for most users. Lack of kerb not an issue for those with visual impairments as low (reduced risk) / no traffic (low risk)	4	2	2	Economic impacts unclear. While studies show businesses can benefit from improved public realm / removal of traffic, business owners have cited examples where it does not work	3	2	1	Challenging to deliver as likely to face objection from some businesses and impact on surrounding areas (through displaced traffic) unclear. No provision of kerb may be objected to / challenged by visually impaired users. External funding can finance new materials / surfaces.	0	0	Likely to be relatively maintainable (subject to design detail) but dependent on street furniture (such as bollards) to provide segregation and these can become a maintenance burden. Material choice also important factor to ensure longevity / risk of failure or poor performance.	2	1	35	3
Space can flexibly be adapted due to one level and lack of kerbs, although surface material will show "road" and likely to include bollards etc to protect pedestrian spaces	4	2	2	High accessibility for most users. However, lack of kerb is an issue for those with visual impairments	0	-2	2		3	2	1	Some challenges to deliver as likely to face objection from some businesses and impact on surrounding areas (through displaced traffic) unclear. No provision of kerb may be objected to / challenged by visually impaired users	-2	-1		2	1	21	5
	2	1	1		1	-2	3	Economic impacts unclear. Retention of some blue badge parking / loading / pick-up / drop-off provides level of access to businesses	3	1	2	Highly deliverable as retention of blue badge parking / loading / pick-up / drop-off likely to be more acceptable to some businesses. No provision of kerb may be objected to / challenged by visually impaired users	-2	-1	2	1	22	4	
No change on current arrangement, as kerbs will make it difficult to adapt the space	0	-1	1	High accessibility for most users. Including those with visual impairments because kerb is provided	6	3	3	Economic impacts unclear. While studies show businesses can benefit from improved public realm / removal of traffic, business owners have cited examples where it does not work. Potential impacts during works.	3	1	2	Some challenges to deliver as likely to face objection from some businesses and impact on surrounding areas (through displaced traffic) unclear. Provision of kerb more acceptable to visually impaired users	2	1	Likely to be maintainable (subject to design detail). Provision of kerbs lessens requirement for street furniture to provide protection of pedestrians from vehicles	2	1	38	2
	3	1	2		5	3	2	Economic impacts unclear. Retention of some loading / pick-up / drop-off provides level of access to businesses	4	1	3	Highly deliverable as retention of blue badge parking / loading / pick-up / drop-off likely to be more acceptable to some businesses. Provision of kerb more acceptable to visually impaired users	6	3		2	1	44	1

Appendix F Concept Design Drawings

Notes

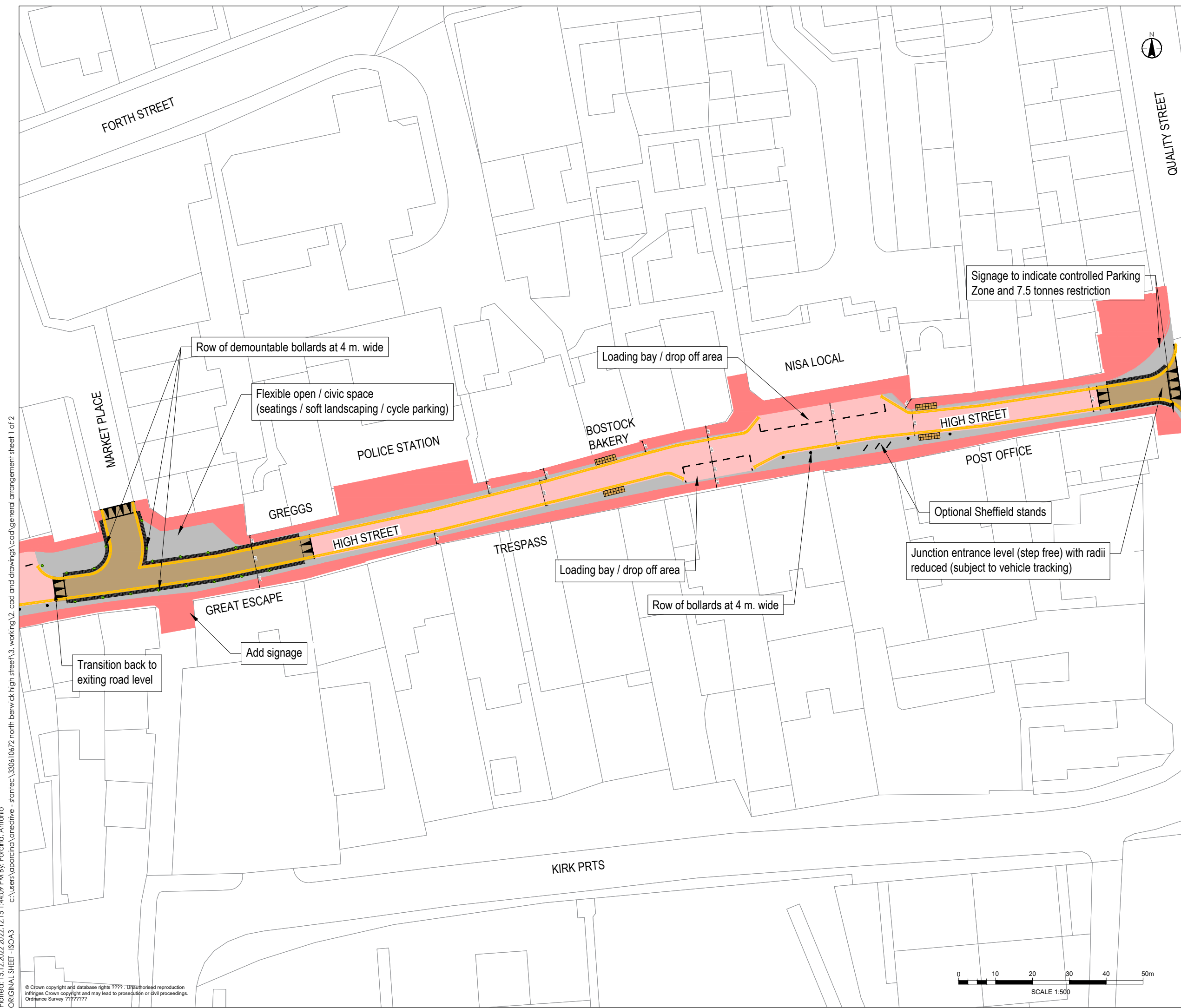
This drawing should only be used for the purpose of discussing potential amendments and is subject to change.

Options

1. Possibility for a raised table on Quality Street
2. Use of different materials between footway and carriageway
3. Potential threshold treatment at key shops

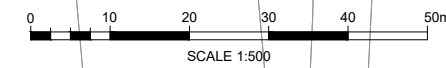
Legend

- Raised table
- Existing footway
- Proposed new footway
- New carriageway
- Tactile paving
- Corduroy paving



Plotted: 15.12.2022 20:22:12.15 1:44:09 PM By: Porcina, Antonio
 ORIGINAL SHEET - ISCA3
 c:\users\aporcina\onedrive - stantec\330610672 north berwick high street\3. working\2. cad and drawings\cad\general arrangement sheet 1 of 2

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Client/Project:
 East Lothian Council
 North Berwick High Street

Prepared: AP Checked: - Date: 2022.10.31

Title
 General Arrangement
 Section 1

Revision: P00.4 Figure 10672-STN-HGN-001-DR-H-0001

Notes

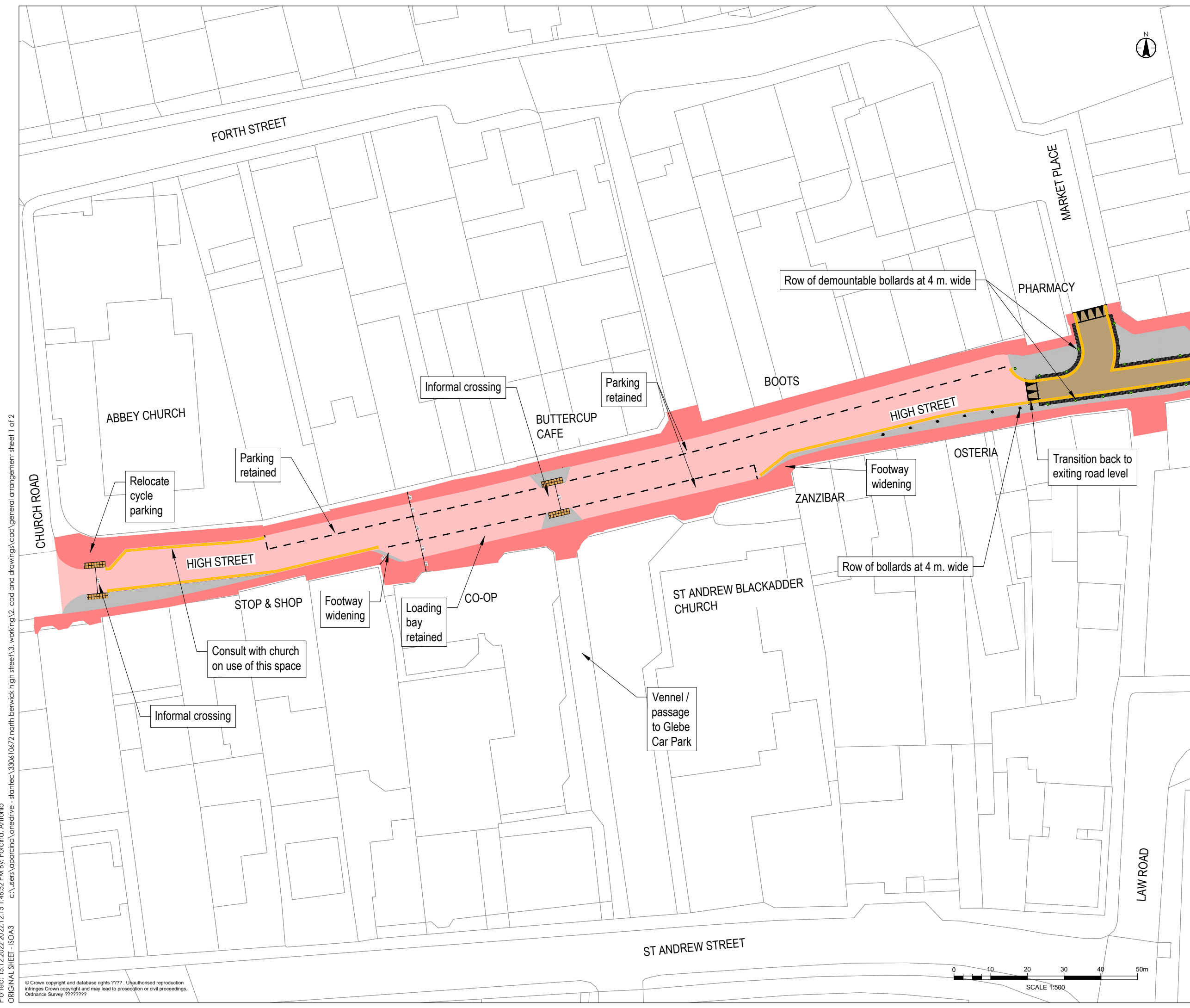
This drawing should only be used for the purpose of discussing potential amendments and is subject to change.

Options

1. Possibility for a raised table on Quality Street
2. Use of different materials between footway and carriageway
3. Potential threshold treatment at key shops

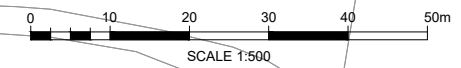
Legend

- Raised table
- Existing footway
- Proposed new footway
- New carriageway
- Tactile paving
- Corduroy paving



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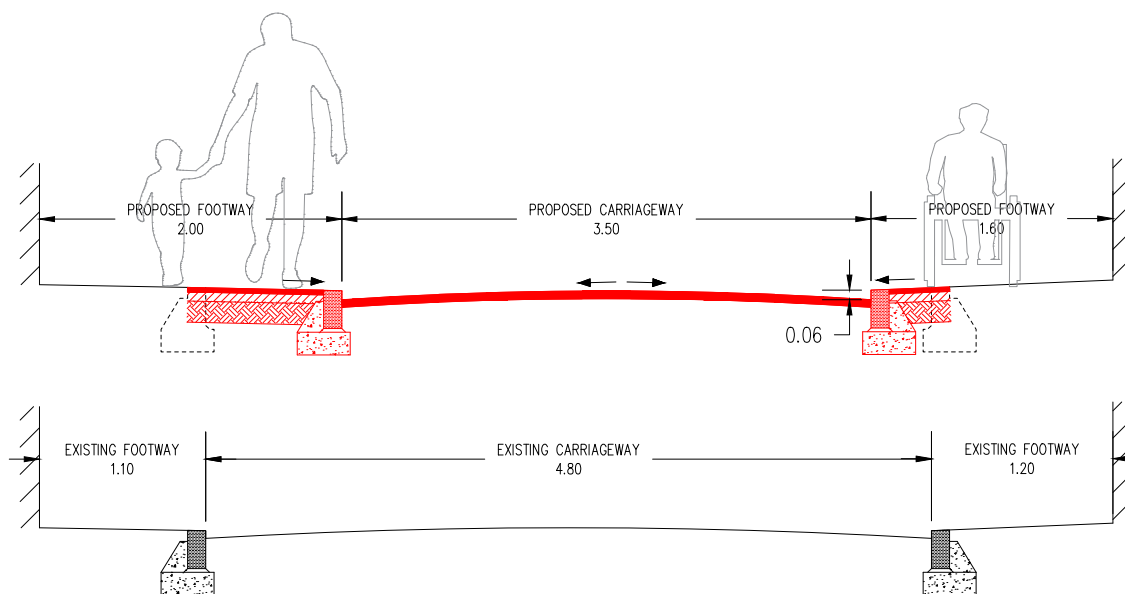
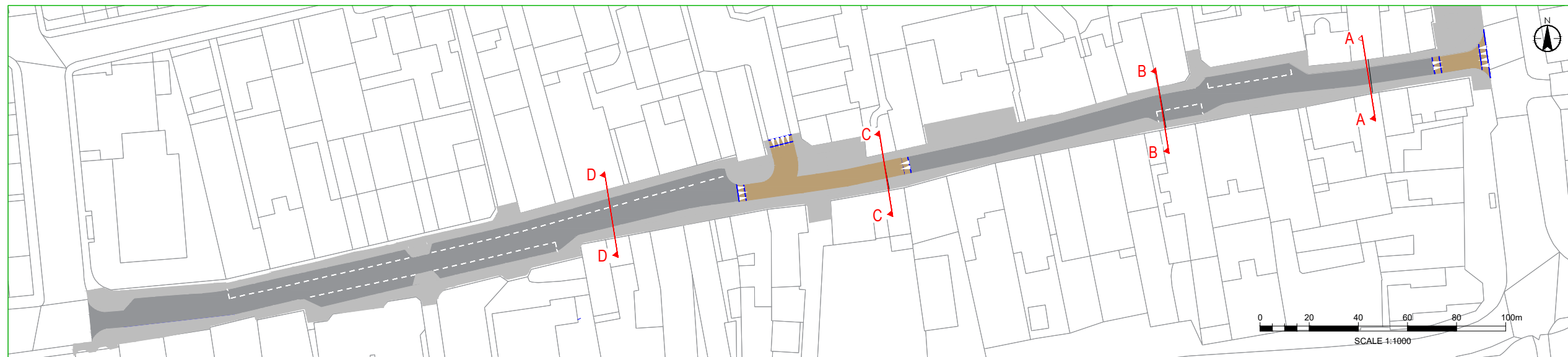


Client/Project:
 East Lothian Council
 North Berwick High Street

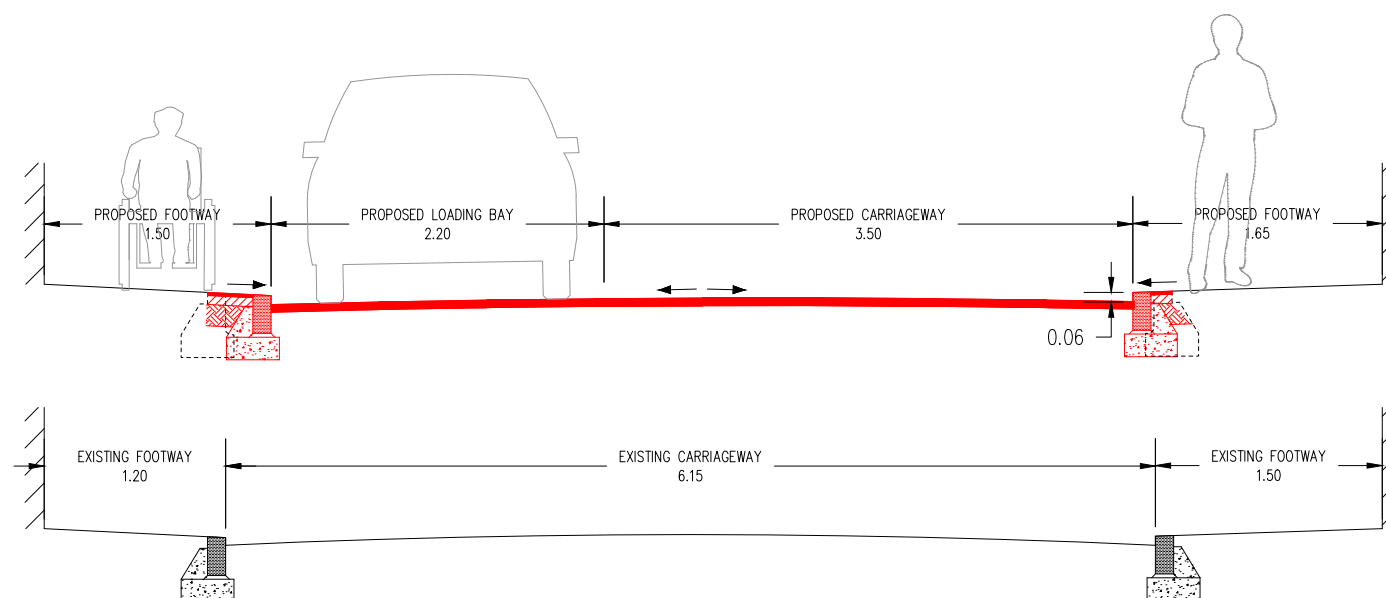
Prepared: AP Checked: - Date: 2022.10.31

Title
 General Arrangement
 Section 2 - Option A

Revision: P00.4 Figure 10672-STN-HGN-002-DR-H-0001



SECTION A-A



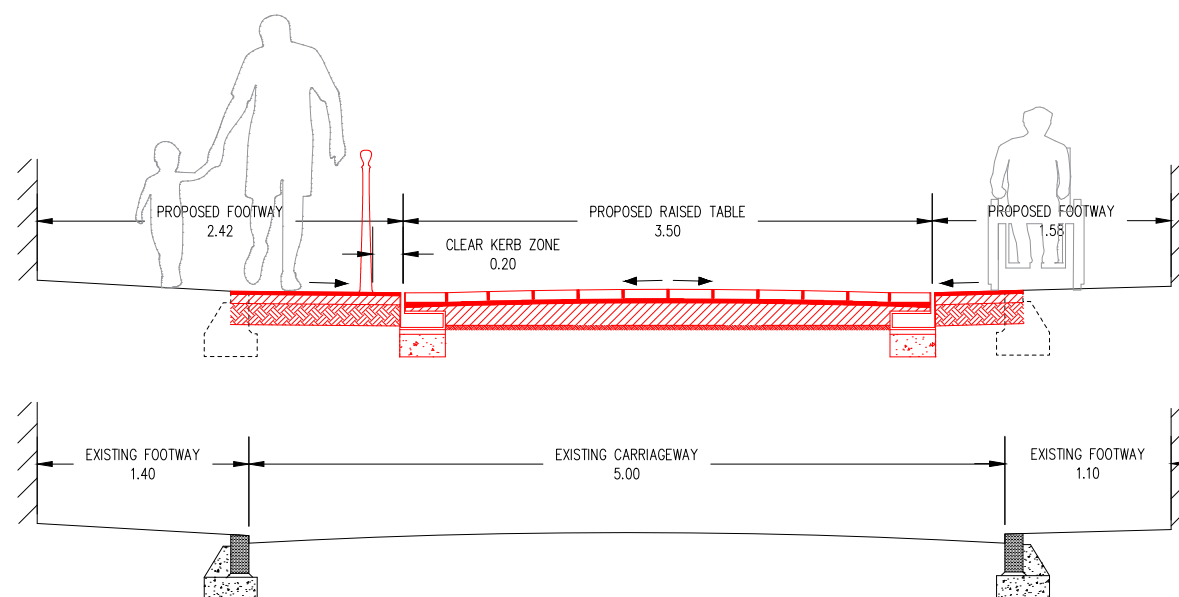
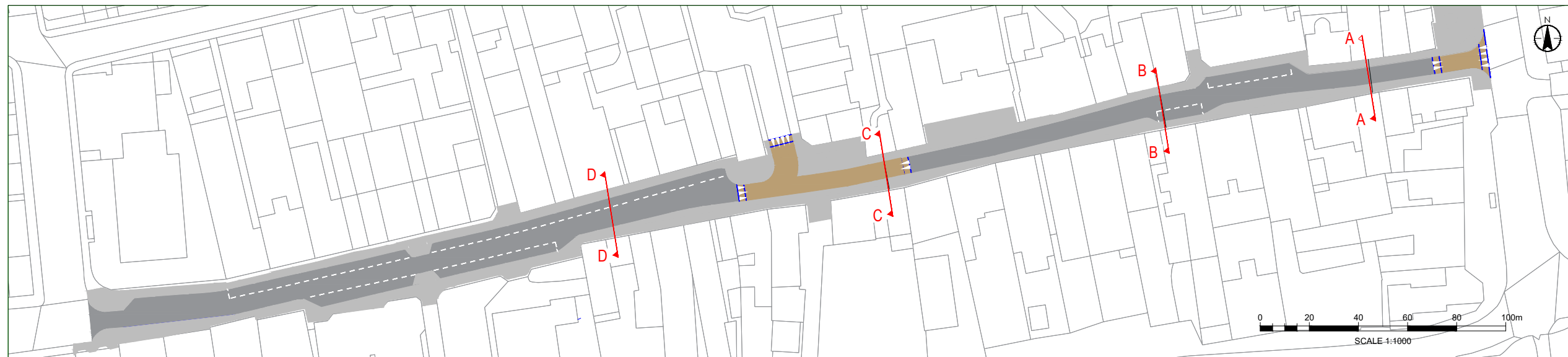
SECTION B-B

Client/Project:
 East Lothian Council
 North Berwick High Street

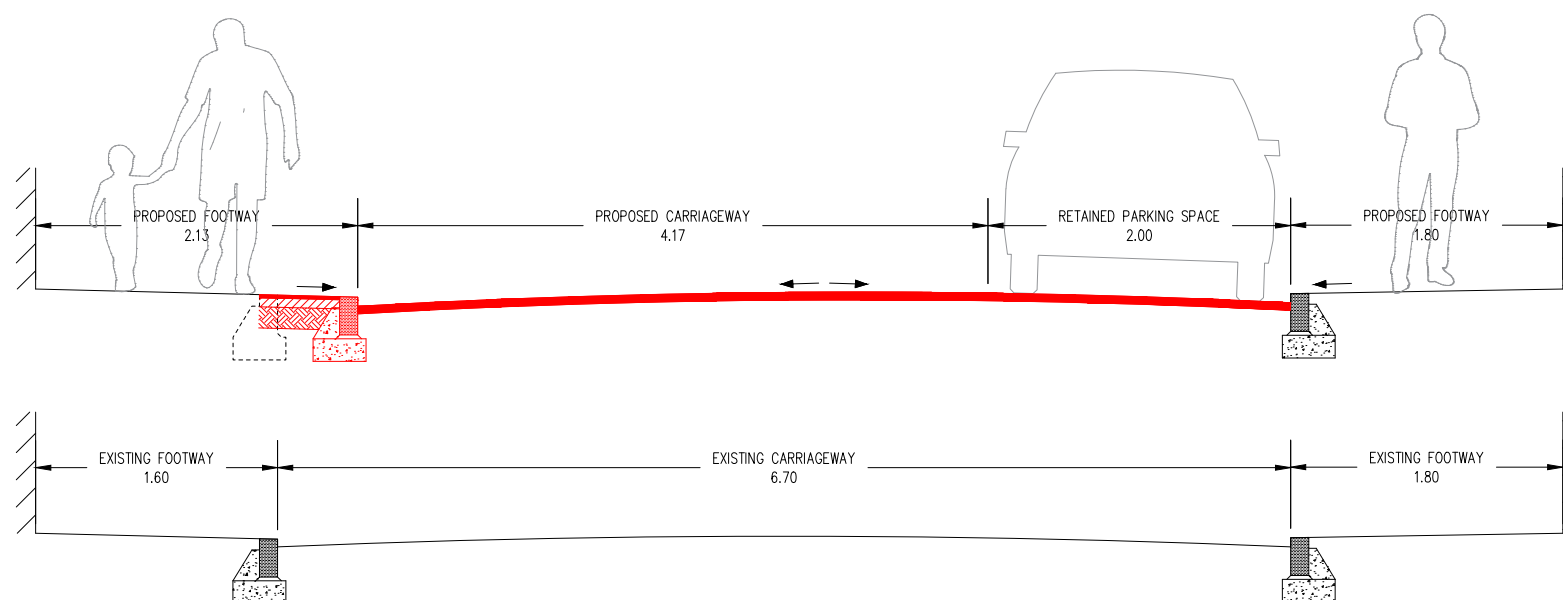
Prepared: AP
 Checked: -
 Date: 2022.11.28

Title
 Cross - Sections

Revision: P00.2
 Figure 10672-STN-HGN-001-DR-H-0001



SECTION C-C



SECTION D-D

Client/Project:
 East Lothian Council
 North Berwick High Street

Prepared: AP
 Checked: -
 Date: 2022.11.28

Title:
 Cross - Sections

Revision: P00.2
 Figure: 10672-STN-HGN-001-DR-H-0001



3.7m wide road, with kerb (min. 60mm), with areas for loading / pick-up / drop-off / blue badge - Cost Estimate

	Unit	Quantity	Rate	Cost	Notes
Site Clearance	Ha	0.6	£7,118.08	£4,270.85	General site clearance for urban areas (SPONS 2019 - plus CPI inflation at 14.2%)
Footway Resurfacing	m2	1250	£46.85	£58,562.50	40mm HRA surface course £17.15/m2 (SPONS 2019 p.427 - plus CPI inflation from 2019 -2022 at 14.2%). Cold milling of surface course £15.99/m2 (SPONS 2019 p.429 - plus CPI inflation from 2019 -2022 at 14.2%). Additional sum included to account for disposal of arisings from milling activities.
New footway construction	m2	450	£102.78	£46,251.00	Upper rate for footway construction, (SPONS 2019 p. 153 - - plus CPI inflation from 2019 -2022 at 14.2%). Assumed excavation depth of 0.45m
Excavation of existing carriageway	m3	675	£5.53	£3,732.75	Based on experience from other projects
New carriageway construction	m2	1450	£208.25	£301,962.50	Upper rate for medium duty carriageway converted to rate in square metres. (SPONS 2018 p.110 - plus CPI from 2018 - 2022 at 19%)
Continuous line in yellow thermoplastic	m	940	£ 4.25	£3,995.00	Based on experience from other projects
Intermittant line in white thermoplastic	m	220	£ 4.25	£935.00	Based on experience from other projects
Triangular Road Marking for Raised Table	no.	15	£ 250.00	£3,750.00	based on 15no. Road marking symbols at £250 per marking.
Precaste concrete kerbs	m	750	£ 27.72	£20,790.00	precaste concrete half batter kerb (SPONS 2019 plus CPI inflation from 2019 - 2022 at 14.2%).
Steel Bollard	no.	37	£277.27	£10,258.99	Based on precaste concrete bollard 330mm dia 750mm high. Pg 443 SPONS 2019 plus CPI inflation from 2021 - 2022 at 14.2%.
Tactile Paving	m2	20	£24.00	£480.00	Based on experience from other projects
			Sub-total	£454,988.59	
			Preliminaries @ 15%	£68,248.29	
			Sub-total (Incl Preliminaries)	£523,236.88	
			Contingencies @ 15%	£78,485.53	
			Sub-total (Excl. Optimisim Bias)	£601,722.41	
			Optimism Bias @ 46%	£240,688.96	
			Total Construction Cost	£842,411.37	

Appendix G Road Safety Audit

STAGE 1 ROAD SAFETY AUDIT REPORT FOR
FOOTWAY WIDENING ON
HIGH STREET, NORTH BERWICK.






Report Ref 128422(1)

Issue Date 21-Nov-22

Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1

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Issue / Revision	Issue 1	Revision A	Revision B	Revision C
Report Title	Stage 1 Road Safety Audit Report For Footway Widening On High Street, North Berwick.			
Document Ref	128422(1)			
Document Status/Remarks	Final			
Prepared by	Wyllie Lodge Ltd, Road Safety Consultants.			
Prepared for	East Lothian Council (Overseeing Organisation).			
Report Author	B. Wyllie.			
Signature				
Checked by	D. Lodge.			
Signature				
Issued by	B. Wyllie.			
Signature				
Date Issued	21/11/2022			

Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1

1. INTRODUCTION.

1.1. The objective of a Road Safety Audit (RSA) is to identify any aspects of a road design or construction scheme that could give rise to road safety concerns and, where possible, to suggest modifications that would improve the road safety of the resultant scheme. This report results from a Stage 1 RSA carried out on proposed footway widening on High Street, North Berwick. The audit was instructed by Stantec and was carried out by Wyllie Lodge Ltd, Independent Road Safety Consultants.

1.2. The Audit Team members were;

Audit Team Leader Blair Wyllie, I Eng, MCIHT, MSoRSA.

Audit Team Member David Lodge, BSc, MSc, CMILT, MCIHT, MSoRSA.

Both audit team members hold the Transport Scotland / Highways Agency Certificate of Competence in Road Safety Auditing.

Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1

2. PROJECT DETAILS.

2.1. The project involves the removal of on-street parking to allow for the widening of footways on High Street, North Berwick from its junction with Quality Street to its junction with Church Road.



Location Plan.

2.2. High Street is a single carriageway town centre road that is bounded by retail, office and residential properties. It has narrow footways, on-street parking, loading areas, a one-way traffic flow and a 20mph speed limit. Temporary traffic calming, by way of on-street planters, were introduced in High Street as part of the Spaces for People measures during the 2020 pandemic.

2.3. The audited proposals include the following;

- Signing of a controlled parking zone and a 7.5 Tonnes weight restriction at the entrance to High Street from Quality Street.
- Raised table at the entrance to High Street from Quality Street.
- Removal of on-street parking.
- The designation of on-street loading and unloading areas.
- The designation of disabled persons parking areas.

Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1

- The widening of footways to at least 1.5m with a 60mm kerb upstand and where necessary the placement of bollards to prevent vehicles over running the footway. The remaining carriageway width will be between 3.5m and 3.7m.
- Uncontrolled step-free crossing points with tactile paving.
- Raised junction table at the junction with Market Place

2.4. The information made available for the audit is listed below;

Drawing Ref.	Title
10672-STN-HGN-001-DR-H-0001/P00.0	General Arrangement, Section 1.
10672-STN-HGN-001-DR-H-0001/P00.0	General Arrangement, Section 2 – Option A.
Document Ref.	Title
330610672, dated 07/11/2022	Stage 1 Road Safety Audit Brief.

2.5. Road traffic collision information has also been retrieved from [Crashmap.co.uk](https://www.crashmap.co.uk) . See appendix B.

Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1

3. PROCEDURE.

- 3.1. The audit was carried out following the general principles and procedures set out in GG 119 of the Design Manual for Roads and Bridges (DMRB), with adaptations to meet the requirements of the local road authority (Overseeing Organisation). The Road Safety Audit procedure is not an examination or verification of compliance to a design standard. Any notified departures from the design standard have been referenced within the report. The recommendations in this report are considered by the audit team to be appropriate and proportionate to the concerns and problems identified.
- 3.2. The audit was carried out between 7th and 21st November 2022 at the offices of Wyllie Lodge and on site. A daytime site visit was carried out between 13:00 and 14:30 hours by both audit team members on Wednesday, 9 November 2022.
- 3.3. During the site visit traffic flows were moderate and flowed without interruption. The weather was warm and sunny and the road surface was dry.
- 3.4. In accordance with GG 119, the Overseeing Organisation should consider the recommendations contained within this audit. In doing so, the Overseeing Organisation shall consult with the Design Team. The design team shall prepare a road safety audit response report that has been agreed with the Overseeing Organisation and signed by both parties indicating their agreement on the RSA actions.
- 3.5. For the purposes of this audit the following are defined as:

Organisation	Contact
Overseeing Organisation	East Lothian Council.
3 rd Party Organisation /Project Promoter	East Lothian Council.
Design Organisation	Stantec Limited.
Road Safety Audit Organisation	Wyllie Lodge Limited.

Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1

4. PREVIOUS ROAD SAFETY AUDITS.

- 4.1. A previous stage 1 & 2 road safety audit of the similar proposals was carried out by Waterman Aspen Ltd in November 2021. Any problems identified in the previous RSA report that are still relevant have been included within this stage 1 report.

5. IDENTIFIED PROBLEMS

Local Alignment.¹

No local alignment road safety problems have been identified.

General.

No general road safety problems have been identified.

Junctions.

No junction road safety problems have been identified.

Walking, Cycling and Horse Riding.

5.1 PROBLEM

Location All About Countrywear, 31 High Street.

Summary Risk of pedestrian injury collision.

An uncontrolled pedestrian crossing point is shown at the front of a loading bay. When this bay is occupied by a van or lorry sightlines from the crossing point will be restricted. This could result in a pedestrian stepping out onto the carriageway when it is not safe to do and being knocked down by a cycle or vehicle.

Recommendation

It is recommended that the crossing point is moved westwards to increase sightlines.

¹ DMRB GG-119 standard list

Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1

5.2 PROBLEM

Location High Street at junction with Quality Street.

Summary Risk of pedestrian injury collision.

The raised table will bring the carriageway level flush with the footway and visually impaired pedestrians may not be able to distinguish between the two surfaces. This may result in visually impaired pedestrians stepping out into the path of a cycle or vehicle and being knocked down.

Recommendation

It is recommended that;

1. Corduroy warning tactile paving is laid across the footway to warn visually impaired pedestrians that they are entering an area of shared use with vehicles or,
2. Contrasting tones and textures in the surface finish are used to highlight the raised table.

5.3 PROBLEM

Location High Street at junction with Market Place.

Summary Risk of pedestrian injury collision.

The raised junction table will bring the carriageway level flush with the footway and visually impaired pedestrians may not be able to distinguish between the two surfaces. This may result in visually impaired pedestrians stepping out into the path of a cycle or vehicle and being knocked down.

Recommendation

It is recommended that;

1. Corduroy warning tactile paving is laid across the footway to warn visually impaired pedestrians that they are entering an area of shared use with vehicles or,
2. Contrasting tones and textures in the surface finish are used to highlight the raised table.

Traffic Signs, Carriageway Markings and Lighting.

No traffic signs, carriageway markings or lighting road safety problems have been identified.

Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1


6. AUDIT TEAM STATEMENT


AUDIT TEAM STATEMENT

FOOTWAY WIDENING, HIGH STREET, NORTH BERWICK
ROAD SAFETY AUDIT STAGE 1

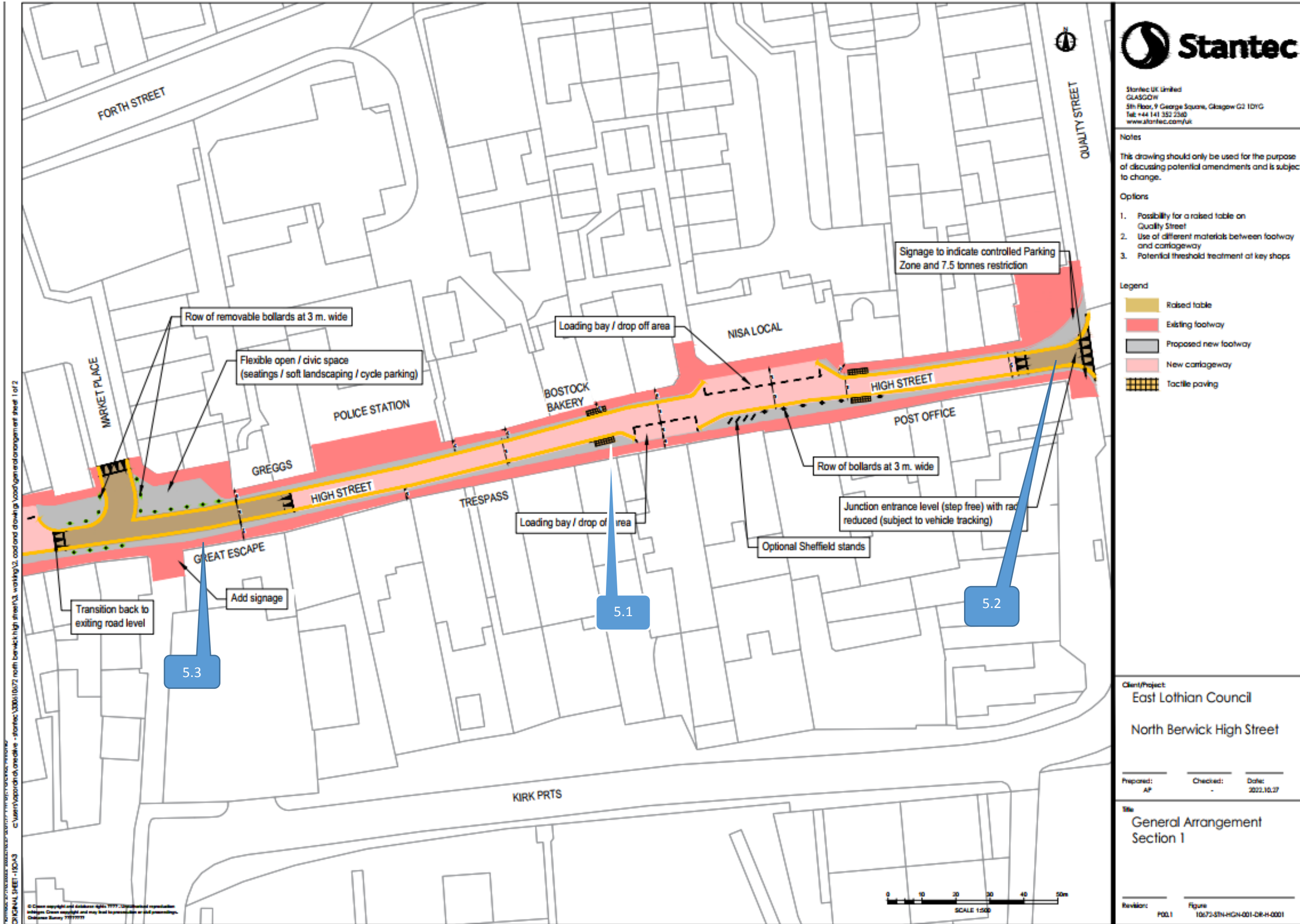
We certify that we have examined the works listed in this report. The examination has been carried out with the sole purpose of identifying any features of design or construction that can be modified in order to improve the safety of the scheme. The problems identified have been noted in this report together with recommendations, which should be studied for implementation.

We certify that this Road Safety Audit has been carried out in accordance with GG 119.

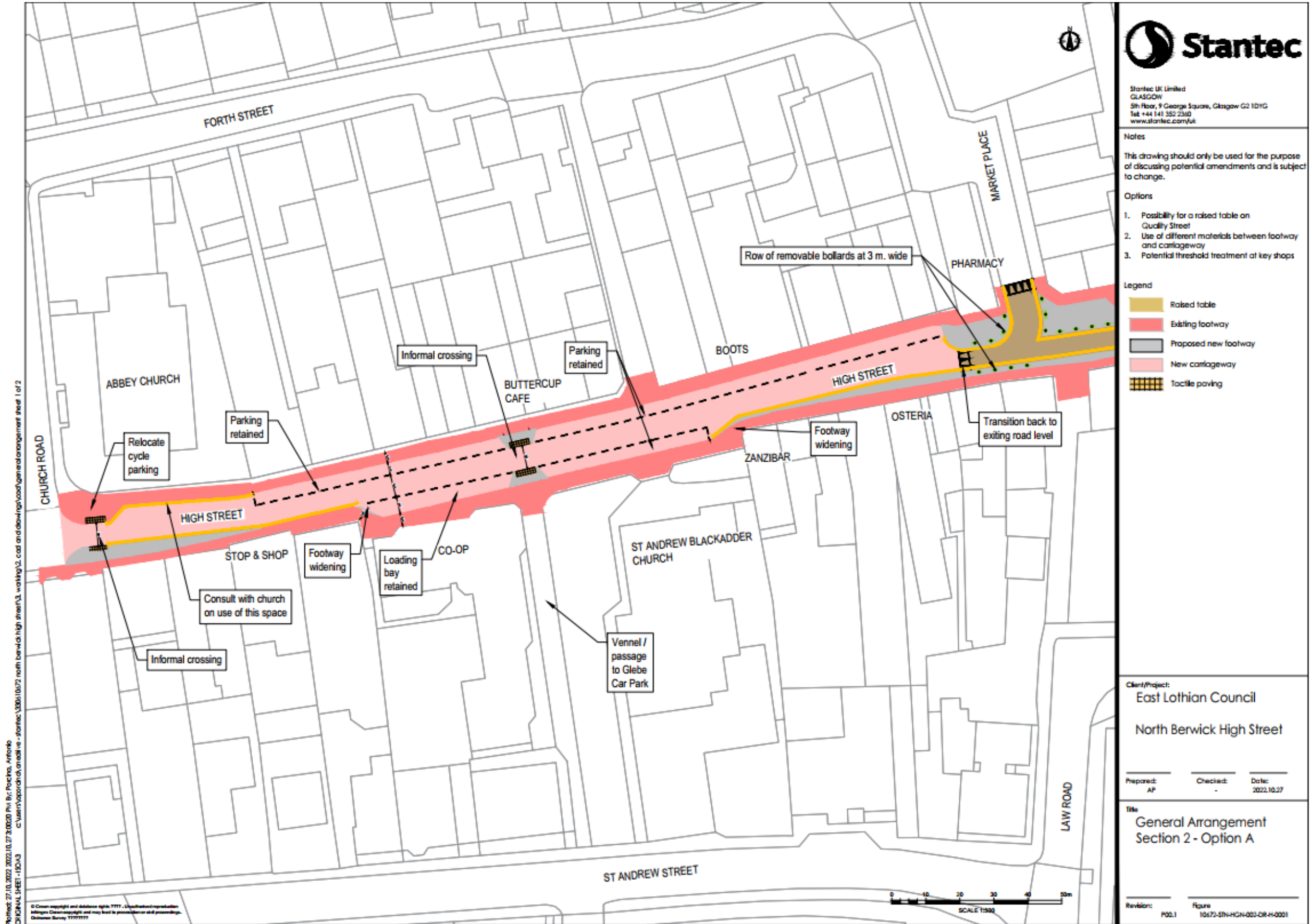
Signed..........Audit Team Leader Date 21 November 2022.
Blair Wyllie, I Eng, MCIHT, MSoRSA.

Signed..........Audit Team Member Date 21 November 2022.
David Lodge, BSc, MSc, CMILT, MCIHT, MSoRSA.

<u>Wyllie Lodge Road Safety Consultants</u>		T 08450 944512
Blair Wyllie	Blair@wyllielodge.co.uk	M 07952269914
David Lodge	David@wyllielodge.co.uk	M 07999 957344
WYLLIE LODGE Limited. 23 St Andrew's Street Ayr KA7 3BT.		



Footway Widening, High St, North Berwick.
Road Safety Audit Stage 1



Appendix B. Location of Recorded Collisions.



1 Road Safety Audit Brief

Table 1.1 Project Summary


Date:	07/11/2022
Document reference:	330610672
Prepared by:	Stantec
On behalf of:	East Lothian Council
AUTHORISATION SHEET	
Project:	North Berwick High Street
Report title:	Stage 1 RSA for High Street, North Berwick
PREPARED BY:	
Name:	A. Porcina
Signed:	<i>Antonio Porcina</i>
Organisation:	Stantec
Date:	12/10/ 2022
I APPROVE THE RSA BRIEF AND INSTRUCT THE RSA TO TAKE PLACE ON BEHALF OF THE OVERSEEING ORGANISATION:	
Name:	G Scott
Signed:	
Organisation:	Stantec
Date:	07/11/2022

Table 1.2 General Details

Highway scheme name and road number:	High Street, from the junction with Quality Street to the junction with Church Road / B1346			
Type of scheme:	Road safety and infrastructure improvement scheme.			
RSA stage – tick as appropriate.	1 X	2	3	4
	Interim			
Overseeing Organisation details	East Lothian Council John Muir House Brewery Park Haddington East Lothian EH41 3HA 01620 827827 customerservices@eastlothian.gov.uk			
Design organisation details	Stantec 5th Floor 9 George Square Glasgow G2 1DY 0141 352 2360 askstantec@stantec.com			
Police contact details	(Required for stage 3 RSAs) N/A			
Maintaining agent contact details	East Lothian Council (as above)			
RSA team membership	David Lodge BSc. MSc. CMILT, MCIHT, MSoRSA Blair Wyllie Eng. MCIHT, MSoRSA https://www.wyllielodge.co.uk/about			
Terms of reference	Refer to relevant DMRB documents and other guidance where appropriate.			

Table 1.3 Scheme Details

<p>General</p>	<p>Background</p> <p>North Berwick is a popular tourist destination, particularly during the summer months when events such as the Fringe by the Sea take place. It is also a destination for residents of surrounding settlements who visit North Berwick for employment, recreation, shopping and for the education of their children.</p> <p>The east end of High Street is narrow, with a one-way vehicular traffic flow and pavements which, in some places, are less than one meter in width. This creates a potentially dangerous conflict between motorised traffic, cyclists and pedestrians. In addition, the narrow pavements present significant accessibility challenges to those with physical or visual impairment as well as parents or carers with prams and buggies.</p> <p>Extensive consultation was undertaken under the North Berwick Charrette in 2017, the aim of which was to address the aspirations of North Berwick's fast-growing population, it's visitors and the wider population that use the town for its services and amenities while ensuring that the town retains the characteristics that have made it an attractive place to live and visit while also considering the important issue of equality of access.</p> <p>In early 2020 temporary measures were introduced under Spaces for People emergency (pandemic) legislation. These measures are a temporary solution while a permanent design will be finalised.</p> <p>Proposal</p> <p>The proposed scheme on High Street in North Berwick involves the removal of on-street parking between Quality Street and Market Place except for loading / unloading by commercial vehicles and for blue badges holders in dedicated areas, parking will be retained only on the second section of the street between Market Place and Church Road. Carriageway width will vary between 3.5m. and 3.7m. depending on the existing constraints.</p> <p>Footways will be at least 1.5m. wide with 60 mm kerbs with some uncontrolled and step-free crossings located along the street to allow wheelchair users and people with prams cross safely.</p> <p>At the eastern end of High Street, a raised table will be built and another one will be located at the junction with Market Place where the step-free area will be used as flexible / open civic space.</p>
<p>Design standards applied to the scheme design</p>	<p>Traffic Signs Regulations and General Directions 2016, SCOTS National Roads Development Guide, Designing Streets and Cycling by Design 2021.</p>
<p>Design speeds</p>	<p>20mph design speed</p>
<p>Speed limits</p>	<p>20mph speed limit</p>
<p>Existing traffic flows/queues</p>	<p>See Appendix C</p>

Forecast traffic flows	Not available
Pedestrian, cyclist and equestrian desire lines	No formal data collected, all to be considered included cyclists and equestrians using the carriageway. The crossing locations match crossing desire lines identified by the design team and local community.
Environmental constraints	Existing buildings on both sides of High Street

Table 1.4 Locality

<p>Description of locality</p>	<p>The scheme extents are located within the designated North Berwick Conservation Area. There are also a number of listed properties within the scheme extents.</p>
<p>General description</p>	<p>Within the project extents, High Street is a single carriageway road that operates as a one-way system with a 20mph speed limit and is used as one of the preferred through routes for vehicular traffic from North Berwick town centre.</p> <p>North Berwick's High Street is one of the busiest in East Lothian and therefore an intervention is required to accommodate / address some of the issues identified, such as footways that are too narrow to accommodate people using wheelchairs and prams, and lack of step-free crossing opportunities.</p>
<p>Relevant factors which may affect road safety</p>	<p>It is noted that due to limited footway widths, there are a high numbers of pedestrians and wheelers who enter the live vehicle carriageway (travelling both with and against vehicle traffic) resulting in regular conflicts. During peak visitor periods (such as during 'Fringe by The Sea') there is a greater prevalence of pedestrian/vehicle conflict.</p>

Table 1.5 Analysis

Collision data analysis	A review of collision data on www.crashmap.co.uk has been undertaken and is included in Appendix D.
Departures from standards	None identified.
Previous road safety audit stage reports, road safety audit response reports and evidence of agreed actions	See Appendix B.
Strategic decisions	
Documents	
Reference and revision..... Title..... Date.....	Stage 1&2 Road Safety Audit Report for North Berwick High Street. Issue Date Nov-21
Drawings	
Drawing no. and revision..... Title.....	See Appendix A.

Table 1.6 Checklist

Tick all that are included and provide reasons for those that are not included			
Site location plan	X	Scale layout plans	X
Departures and relaxations from standards		Construction/ typical details	
Previous RSA reports	X	Previous RSA response reports and evidence of agreed actions	X
Collision data and collision data analysis	X	Road traffic collision plot	X
Traffic signal staging		Traffic counts	
Speed surveys		Pedestrian, cyclist and horse-riding desire lines and volumes	
Walking, cycling and horse-riding assessment and reviews		Items outside the scope of the RSA/ strategic decisions	
Other factors that may impact on road safety		Design speeds/ speed limits	X
Design standards used	X	Adjacent land uses	

Appendix A Location Plan & Proposed Layout Drawings

Appendix B Previous RSA Reports

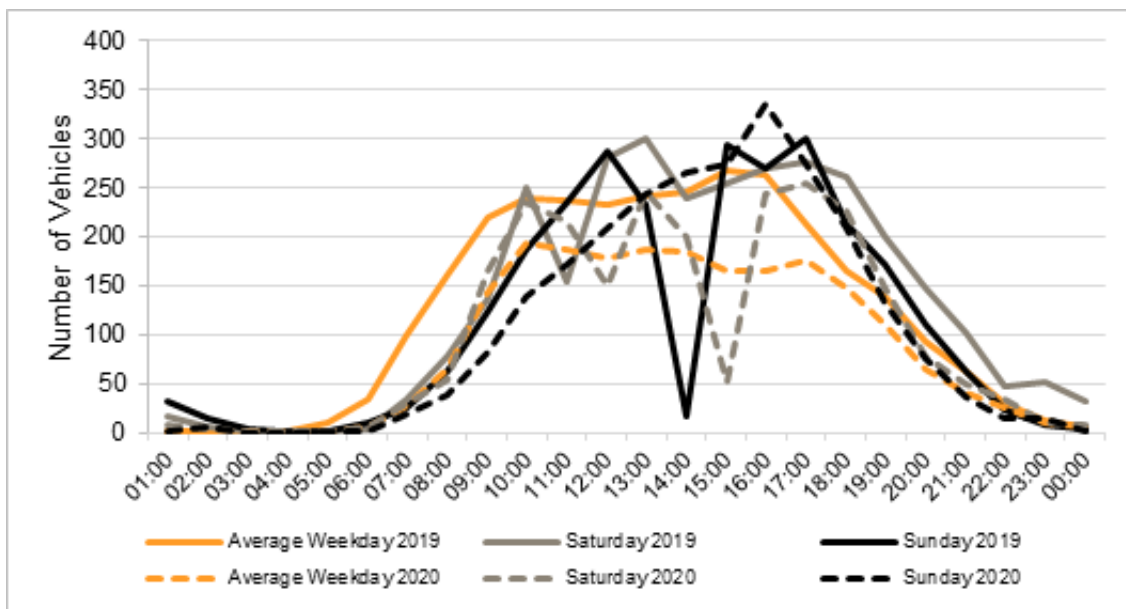
Appendix C Traffic Flows and Speeds

Table below the total traffic flow observed on North Berwick High Street on selected days in 2019 and 2020.

Date	Total Observed Traffic Flow		
	Weekday	Saturday	Sunday
2019	2,979	3,143	2,692
2020	2,097	2,425	2,547

Total Observed Hourly Traffic Flows on North Berwick High Street for Average Weekday, Saturday and Sunday

The hourly trends are presented in the figure below:



Total Observed Hourly Traffic Flows on North Berwick High Street for Average Weekday, Saturday and Sunday

Data demonstrates a reduction in the total observed traffic flow on North Berwick High Street between 2019 and 2020. In both years, traffic flow was higher on a Saturday compared with an average weekday.

The trends presented are generally what is expected for the observed daily traffic flow. There is an increase in traffic in the AM peak period between 07:00-09:59 and then a sequential decrease from 16:00 onwards. Traffic flow appears to be more variable on Saturday and Sunday compared with the average weekday.

Appendix D Collision Data

A review of collisions in the local area has been considered by assessing www.crashmap.co.uk that identifies personal injury incidents up to a 19-year period. The information shown below is the last 5 years which is suitable for the purposes of assessing any trends / patterns.



Crashmap – Personal Injury Incidents over the previous 5 years

Road Name	Number of Accidents				
	2017	2018	2019	2020	2021
North Berwick High Street	0	0	0	0	0
Quality Street	0	0	0	0	0
Market Place	0	0	0	0	0
Church Road	0	0	0	0	0
Total	0	0	0	0	0

Number of Collisions on the Road Sections under Consideration (2017 to 2021)

Data above demonstrates there are no recorded incidents over the latest 5-year data set available via www.crashmap.co.uk surrounding High Street.



North Berwick High Street

Stage 1 Road Safety Audit - Designers
Response

November 22, 2022

Prepared for:

East Lothian Council

Prepared by:

Stantec UK Ltd



Revision	Description	Author		Quality Check		Independent Review	
1.1	Draft	AP					
1.2	Final						



NORTH BERWICK HIGH STREET

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Prepared by
A Porcina

Reviewed by
G Scott

Approved by
R Mackenzie



Table of Contents

1.0 INTRODUCTION.....1.1

2.0 DESIGN TEAM RESPONSES2.2



NORTH BERWICK HIGH STREET

Introduction

1.0 INTRODUCTION

The objective of a Road Safety Audit (RSA) is to identify any aspects of a road design or construction scheme that could give rise to road safety concerns and, where possible, to suggest modifications that would improve the road safety of the resultant scheme. This report results from a Stage 1 RSA carried out on the proposed footway widening on High Street, North Berwick. The audit was instructed by Stantec Limited and was carried out by Wyllie Lodge Ltd, Independent Road Safety Consultants.

Please refer to:

Stage 1 Road Safety Audit Report for Footway Widening on High Street, North Berwick.

Report Ref 128422(1)

Issue Date 21-Nov-22



2.0 DESIGN TEAM RESPONSES

5.1 Problem	
Location:	All About Countrywear, 31 High Street.
Summary:	Risk of pedestrian injury collision.
An uncontrolled pedestrian crossing point is shown at the front of a loading bay. When this bay is occupied by a van or lorry sightlines from the crossing point will be restricted. This could result in a pedestrian stepping out onto the carriageway when it is not safe to do and being knocked down by a cycle or vehicle.	
RSA Team Recommendation:	
It is recommended that the crossing point is moved westwards to increase sightlines.	
Design Team Response:	
Crossing point will be moved westwards to increase sightlines.	
Overseeing Organisation Response	
ELC agree with the design team response	
Agreed RSA Action	
Crossing point will be moved westwards to increase sightlines	

5.2 Problem	
Location:	High Street at junction with Quality Street.
Summary:	Risk of pedestrian injury collision.
The raised table will bring the carriageway level flush with the footway and visually impaired pedestrians may not be able to distinguish between the two surfaces. This may result in visually impaired pedestrians stepping out into the path of a cycle or vehicle and being knocked down.	
RSA Team Recommendation:	
It is recommended that:	
<ol style="list-style-type: none"> 1. Corduroy warning tactile paving is laid across the footway to warn visually impaired pedestrians that they are entering and area of shared use with vehicles 	
or,	
<ol style="list-style-type: none"> 2. Contrasting tones and textures in the surface finish are used to highlight the raised table 	
Design Team Response:	
To avoid risk of pedestrian injury collision, it is proposed the use of contrasting tones and texture in the surface finish. If the first proposal is not achievable, considering that the area is part of a conservation area and consistency and harmony with local area must be maintained, it will be proposed the use of corduroy warning tactile paving.	
Overseeing Organisation Response	
ELC agree with the design team response	
Agreed RSA Action	
Corduroy warning tactile paving will be provided if it is not possible to use contrasting tones and textures in the surface finish.	



NORTH BERWICK HIGH STREET

Design Team Responses

5.3 Problem	
Location:	High Street at junction with Market Place.
Summary:	Risk of pedestrian injury collision.
<p>The raised junction table will bring the carriageway level flush with the footway and visually impaired pedestrians may not be able to distinguish between the two surfaces. This may result in visually impaired pedestrians stepping out into the path of a cycle or vehicle and being knocked down.</p>	
RSA Team Recommendation:	
<p>It is recommended that:</p> <ol style="list-style-type: none"> 2. Corduroy warning tactile paving is laid across the footway to warn visually impaired pedestrians that they are entering and area of shared use with vehicles <p>or,</p> <ol style="list-style-type: none"> 2. Contrasting tones and textures in the surface finish are used to highlight the raised table 	
Design Team Response:	
<p>To avoid risk of pedestrian injury collision, it is proposed the use of contrasting tones and texture in the surface finish. If the first proposal is not achievable, considering that the area is part of a conservation area and consistency and harmony with local area must be maintained, it will be proposed the use of corduroy warning tactile paving.</p>	
Overseeing Organisation Response	
ELC agree with the design team response	
Agreed RSA Action	
Corduroy warning tactile paving will be provided if it is not possible to use contrasting tones and textures in the surface finish.	



Appendix H Project Risk Register

Theme	Risk and Impact Description	Likelihood	Impact	Gross Risk	Proposed Risk Controls/Actions by Partner
		1 = Remote 2 = Unlikely 3 = Possible 4 = Probable 5 = Highly probable	1 = Insignificant 2 = Minor 3 = Moderate 4 = Major 5 = Catastrophic	(Likelihood * Impact)	
	<i>"There is a risk that x could happen, which would have y impact on the delivery of the project"</i>	3	4	12	<i>"Treat the risk by undertaking action x"</i>
Programme	There is a risk that timescales do not coincide with the Parking Study being undertaken in parallel and this delays / halts delivery	3	4	12	Close working / dialogue between project teams / ELC staff
Statutory Permissions	There is a risk that new Traffic Regulation Orders will be required which could be a lengthy process and subject to objection which and this delays / halts delivery	3	4	12	TROs process to be commenced at earliest possible stage. Further engagement with stakeholders / community to minimise objections
Statutory Permissions	There is a risk statutory permissions cannot be obtained and this delays / halts delivery	2	4	8	All within ELC control
Study extent	There is a risk that the project extents could change / is not properly defined and this delays / halts delivery	3	2	6	Project extents defined
Land ownership	Land ownership issues delay / halt delivery	1	4	4	All within ELC control
Sustrans Funding	ELC unable to fund interventions / risk of not securing Sustrans funding which this delays / halts delivery	4	4	16	The tasks undertaken are aligned to Sustrans requirements. Ongoing engagement with Sustrans. Identify other funding sources (such as Levelling Up Fund)
Sustrans Funding	Uncertainty over Sustrans funding and application windows for funding delays project delivery	3	3	9	Early engagement with Sustrans to identify funding windows / panels.
Sustrans Funding	Risk of Sustrans requirements lengthening timescales (project gateways and funding applications for future stages) and this delays delivery	5	3	15	Engage closely with Sustrans
3rd Party Inputs	Traffic counts and public life surveys are a third party input and timescales / lead-in times need to be considered (if required)	3	3	9	Determine if required and commission as early as possible to avoid delays. Some data already available
3rd Party Inputs	Uncertainty over requirement for a Preliminary Ecological Appraisal (PEA), which is a third party input and this delays delivery or prevents access to PFE funding	2	2	4	Could be undertaken at next stage. Minimal likely impact as existing built environment
Sustrans Requirements	Sustrans requirements for community (public engagement) are onerous and lengthen timescales	3	4	12	Extensive stakeholder and community engagement undertaken to date. Full Stakeholder and Community Engagement Plan prepared, additional engagement to be undertaken at next stages. Engage with Sustrans on expectations
Sustrans Requirements	Risk of community (public) being unsupportive of options (including measures to accommodate active travel) and this delays / halts delivery	4	4	16	Requires strong political will. Sell the benefits of active travel through engagement process / stakeholder engagement.
3rd Party Inputs	Road Safety Audits are a third party input and timescales for delivery are a risk (delays delivery)	4	4	16	Stage 1 RSA undertaken. Manage timescales for Stage 2 RSA, build in enough time for planning.
Preferred Option	Failure to agree preferred option with design team and this delays / halts delivery	3	5	15	Agreement reached through internal workshops / discussions
Preferred Option	Failure to agree preferred option with Sustrans / meet their design expectations and this delays delivery or prevents access to PFE funding	3	5	15	Engage closely with Sustrans, share preferred layout and reporting
Sustrans Requirements	Requirement of letter for political support - may not be achievable or may delay programme or prevent access to PFE funding	2	5	10	To secure asap
EqlA	Engagement on EqlA delays programme	3	3	9	EqlA undertaken. Sent to ELC Policy, Improvement and Partnerships for review
Sustrans Requirements	Not able to meet Sustrans requirements for Behaviour Change Plan (BCP) at Stage 1 so cannot access PFE funding	3	4	12	Could be prepared if Sustrans application being made for Stage 3 / 4 design
Sustrans Requirements	Not able to meet Sustrans requirements for Monitoring and Evaluation (M&E) Plan at Stage 1 so cannot access PFE funding	3	4	12	Could be prepared if Sustrans application being made for Stage 3 / 4 design
Sustrans Requirements	Not able to meet Sustrans requirements for Communications Plan at Stage 1 so cannot access PFE funding	3	4	12	Communications Plan contained within Stakeholder and Community Engagement Plan