



**TRANSPORT
SCOTLAND**
CÒMHDHAIL ALBA

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Low Emission Zones in Scotland Regulations and Guidance Workshops

Final Report July 2019

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Executive summary

1. The [PfG 2017/18](#) from September 2017 made a commitment to the introduction of Low Emission Zones (LEZs) into Scotland's four biggest cities between 2018. Transport Scotland is working in partnership with Scotland's 4 largest city authorities (Glasgow, Edinburgh, Dundee and Aberdeen) to deliver this PfG commitment.
2. Part 1 of the [Transport \(Scotland\) Bill](#) contains provisions that will enable the creation, and civil enforcement, of LEZs by local authorities and allows Scottish Ministers to set nationally consistent standards on matters such as, but not limited to, emissions standards, penalties, exemptions and grace periods. This process will create the primary legislation for LEZs in Scotland.
3. In tandem with the Bill process, Transport Scotland must develop supporting Regulations and Guidance.
4. Transport Scotland organised three workshops in May 2019 for stakeholders to offer views on various early thoughts and options that may form the basis of LEZ regulations and guidance. The events were open to all, although targeted invites were sent out to stakeholders who had previously engaged with Transport Scotland on the LEZ policy; as such, a mix of stakeholders from the private, public and third sector attended along with members of the public. The workshops were held in three locations: Glasgow on the 8 May, Aberdeen on the 9 May and Dundee on the 10 May. Each workshop utilised the same agenda, materials and format across the same topics.
5. The workshops consisted of 7 group tasks across 11 topics; and each task utilised one of three methods; diamond exercise, rotating brainstorm and a questionnaire, to collect information/feedback.
6. For the first task 'definition of a LEZ', groups were asked to rank a number of different LEZ definitions, in order to identify a preferred description. The definition ranked the highest was from the RAC website: 'Low Emission Zones are schemes that cover specific areas (typically in cities) to tackle pollution and that discourage certain types of vehicles from entering a specified zone'.
7. The second task involved each attendee completing a questionnaire on the topic 'when does a LEZ commence?'. The participants were asked to rate the following statements as either 'strongly agree', 'agree', 'disagree', or 'strongly disagree'.
 - statement 1: A LEZ comes into effect when it is first politically announced
 - statement 2: A LEZ comes into effect when there has been an agreement in principle at the first Council committee meeting
 - statement 3: A LEZ comes into effect on a chosen 'go live' date picked by the Council

- statement 4: A LEZ comes into effect at a point after a public consultation and/or if applicable, once a local inquiry has been concluded
8. For the first two statements, the majority of participants either disagreed or strongly disagreed, with only 6% of participants agreeing to statement 1, and 4% for statement 2. Participants tended to agree more with statements 3 and 4, however views were more mixed.
 9. Task 3 asked groups of stakeholders to rank a number of different penalty charge options, ranging from a flat penalty charge for all vehicle types, to a charge for different vehicle types, and also a surcharge option. Stakeholders were also given the option to create their own penalty charge options and include these within their ranking approach.
 10. Options 10 and 11 (as listed in Table 3), which both included a different penalty charge for different vehicle types and a surcharge option were the most preferred option, with 65% and 56% of groups marking these their preferred option respectively.
 11. Tasks 4 and 5 asked groups to brainstorm on a number of different topics. These were:
 - i. What are the objectives of a LEZ?
 - ii. What are the inter-relationships between various transport, planning and other associated policies?
 - iii. Who should be consulted?
 - iv. What makes a good guidance document – what should it contain and why?
 - v. What are the likely hacks or cheating that could occur from LEZs being implemented?
 - vi. What should the grounds of appeal be?
 12. Task 6 asked groups of stakeholders to mark/rate a selection of potential LEZ exemption scenario, with groups applying a “yes” or “no” decision for each exemption topic e.g. should the exemption be offered or not. There were 17 different potential exemption options, including emergency service vehicles, blue badge holders, and historic vehicles.

13. On average, the groups collectively granted exemptions to only 5 out of the 17 exemption scenarios; this result suggests that stakeholders would like to see a fairly rigorous approach taken by the Scottish Government in creating and apply exemptions e.g. a relatively high test-threshold before an exemption is granted. The “top 5” exemptions were as follows with the percentage showing the “yes” rating across all three workshop groups:
- emergency vehicles (80%)
 - military vehicles (65%)
 - emergency voluntary sector organisation vehicles (50%)
 - historic vehicles (50%)
 - utility emergency repair vehicles (50%)
14. Task 7 asked groups of stakeholders to rank a number of different potential scenarios that could be considered in terms of temporarily suspending a LEZ for an event.
15. Approximately 84% of the workshop groups agreed that a LEZ should be suspended in an emergency scenario. 63% also agreed that a LEZ should also be suspended in the event of a temporary road diversion, however this was often caveated with comments that this should be a last resort, with every effort made not to divert traffic into a LEZ in the first place.
16. A key task now is to develop the Regulations and Guidance for LEZs over summer 2019. The results from the LEZ workshops will help with the development of the LEZ regulations and guidance.

Introduction

17. The [2016/17 Programme for Government \(PfG\)](#) from September 2016 committed to putting Scotland's first Low Emission Zone (LEZ) in place by 2018. This commitment has been delivered with Glasgow City Council introducing a LEZ (for buses at least) on the 31 December 2018.
18. The [PfG 2017/18](#) from September 2017 made a number of commitments in relation to air quality:
 - the introduction of LEZs into Scotland's four biggest cities between 2018 and 2020 and into Air Quality Management Areas by 2023 where NLEF appraisals support this approach
 - the creation of an Air Quality Fund to support local authorities in delivering transport related actions to improve air quality (this issue is led by the Scottish Government, rather than Transport Scotland)
 - the introduction of an Engine Retrofitting Centre in Scotland
19. The [PfG 2018/19](#) from September 2018 committed to:
 - help those who will have the most difficulty in making the transition by creating a LEZ Support Fund that will target specific cohorts of both commercial and private vehicle owners affected by the introduction of LEZs in Scottish cities
 - introducing Europe's most comprehensive network of cutting-edge remote sensing air quality monitors on local and trunk roads with the first monitors being deployed by August 2019
 - undertake a review of the CAFS strategy
20. Transport Scotland is working in partnership with Scotland's 4 largest city authorities to deliver the PfG commitments noted above.
21. Part 1 of the Transport (Scotland) Bill contains provisions that will enable the creation, and civil enforcement, of LEZs by local authorities and allows Scottish Ministers to set nationally consistent standards on matters such as, but not limited to, emissions standards, penalties, exemptions and grace periods. This process will create the primary legislation for LEZs in Scotland. The [draft Bill](#) is available online.
22. During Spring/Summer 2019, the Rural Economy and Connectivity (REC) committee of the Scottish Parliament reviewed the proposals outlined in the Bill. The REC committee published their [Stage 1 report](#) on the 7 March 2019 with the [Stage 1 debate transcript](#) available online.

23. The REC committee Stage 1 report identified recommendations for consideration at Stage 2 of the Bill's scrutiny. A number of these recommendations were used to inform the design of the workshop topics - as outlined below in Table 1 - to help inform the Scottish Government's preparation for Stage 2 and to provide some early intelligence into the development of LEZ Regulations and Guidance. At the time of writing this report, the Stage 2 process has now been completed.
24. In tandem with the Bill process, Transport Scotland must develop supporting Regulations and Guidance. As such, the workshop findings will be helpful in drafting a public consultation for issuing in the summer of 2019 to obtain stakeholder views on how the Regulations and Guidance should be developed.
25. The Regulatory powers of the Transport (Scotland) Bill for LEZ are essential for a number of reasons, including the power to allow local authorities to introduce LEZ access restrictions and enforcement for all vehicle types.

Workshops

26. Transport Scotland organised workshops for stakeholders to offer views on various early thoughts and options that may form the basis of LEZ regulations and guidance. The events were open to all, although targeted invites were sent out to stakeholders who had previously engaged with Transport Scotland on the LEZ policy. The workshops were held in three locations: Glasgow on the 8 May, Aberdeen on the 9 May and Dundee on the 10 May. Each workshop utilised the same agenda, materials and format across the same topics.

Workshop agenda

27. The workshop agenda for Glasgow, Aberdeen and Dundee can be found in Annex A.

Attendees

28. The event was attended by a mix of LEZ stakeholders representing the private, public and third sector, along with members of the public. In total, 122 people attended the 3 workshops with 65 at Glasgow, 30 at Dundee and 27 at Aberdeen.

Topics and tasks

29. Each workshop consisted of 7 tasks across 11 topics; each task utilised one of three methods to collect information/feedback, as outlined below

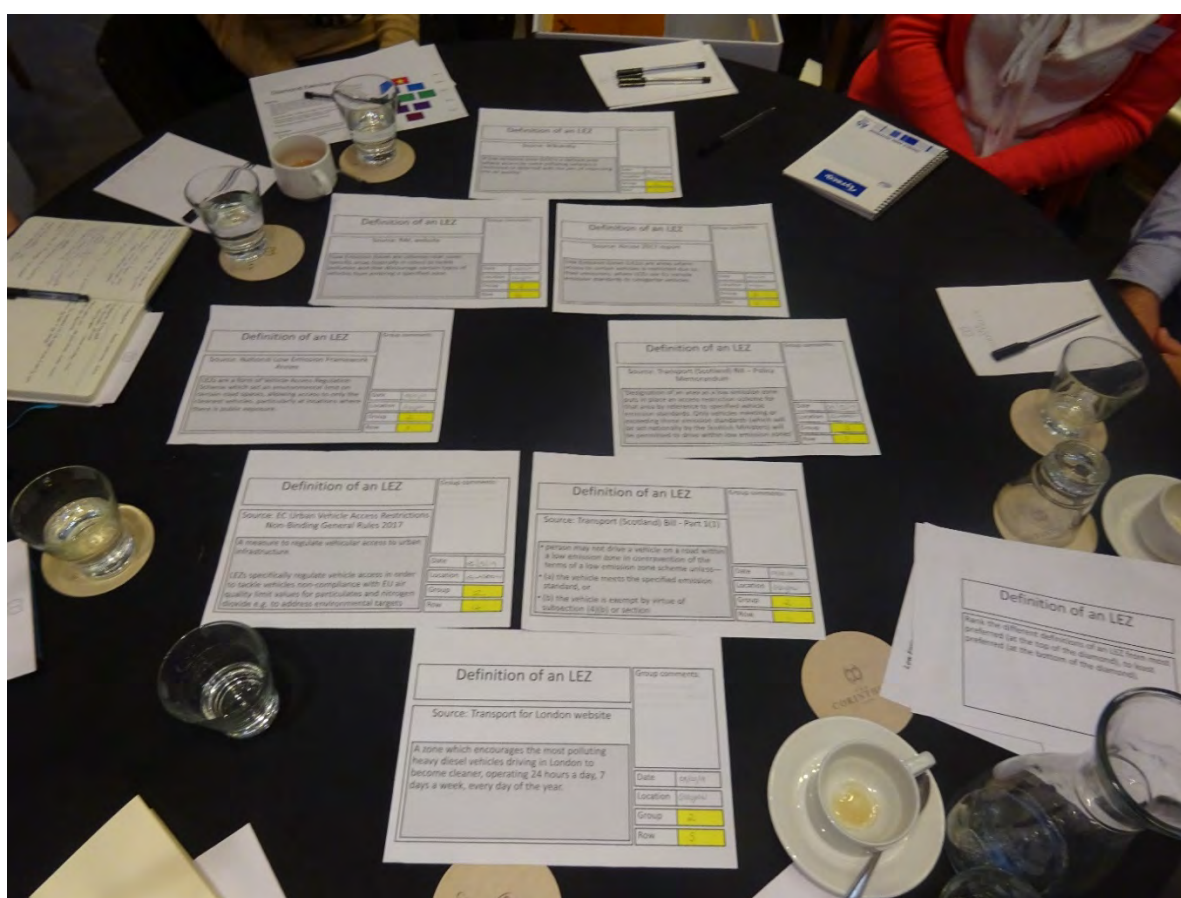
Table 1: Workshop topics and task methodology

Task	Topic	Task	Rationale
1	Definition of a LEZ	Diamond	The REC committee stated that: <i>The Committee agrees that it would be beneficial to include in the Bill a clear definition of what a Low Emission Zone (LEZ) is.</i>
2	When does a LEZ begin?	Questionnaire	Section 9 states that a LEZ scheme must specify the date on which the scheme comes into effect, with Section 10(4) stating that an LEZ grace period begins on the day when the LEZ scheme comes into effect.
3	Penalty amount	Diamond	Section 1(2) states that a penalty charge is payable with Section 3(2)(a) outlining that Regulations may make provision about the penalty charge notice, with Section 3(4) confirming the maximum penalty but not the detail on penalties, discounts and surcharges.
4	Objectives	Rotating brainstorms	Section 9(1)(c) calls for scheme objectives to be specified and with Section 21(a) linking the scheme objectives to penalty money use.
	Policy inter-relations		The REC committee Stage 1 report called for interactions between policies and noted that <i>'effective introduction of LEZs will require steps to be taken in advance to provide improvements in public transport provision and to put in place measures such as park and ride facilities and improved active travel opportunities.'</i>
	Prior consultation		Section 6 outlined the list of organisations that local authorities must consult with before asking a Scottish Minister to approve a scheme.
5	Guidance	Rotating brainstorms	Section 26(1) notes that local authorities must have regard to any written guidance given by Scottish Ministers.
	Hacks & cheats		Officials identified the need to review potential actions that could be implemented to avoid a LEZ penalty charge notice.
	Appeals		Section 3(2)(c) notes that a review and appeal is possible in connection with the issuing of a penalty charge notice.
6	Exemptions	Diamond	Section 12 offers the option to create time-limited exemptions.

7	Temporary suspension of LEZs for events	Diamond	Section 18 offers the option to create temporary suspension for events, with stakeholders noting prior to Stage 1 that the scope of the Bill could be altered on this topic.
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Diamond exercises

30. Groups were asked to rank a number of pre-prepared proposal/scenarios for each topical area with each proposal/scenarios being shown on A4 sheets. The proposal/scenarios were prepared by Transport Scotland. The goal of each task was to arrange the A4 sheets into the shape of a diamond, with the top row (only one sheet) being considered as “the most important”, the second row the next most important and so on until the least important was shown at the base of the diamond. In reality, groups did not typically produce a ‘perfect’ diamond shape but this was still acceptable for the purpose of the outcomes sought. Examples of how the diamond exercises were formulated by various groups are shown below:



Diamond exercises



Diamond exercises

31. Each group had approximately 15 minutes to complete the task, which involved discussion and debate in each group to arrive at a consensus layout of the A4 sheets in a diamond formation. Once the task was completed, 15 minutes was allocated to allow some (but not all) groups to provide a short verbal feed-back to explain their rationale for their choices and why/how decisions were made to select and prioritise the final diamond layout.
32. As noted in Table 1, diamond exercises were undertaken for:
 - task 1: definition of a LEZ
 - task 3: penalty amount
 - task 6: exemptions
 - task 7: temporary suspension of LEZs for events
33. The proposals/scenarios for tasks 1, 3, 6 and 7 are listed in Table 2, Table 3, Table 4 and Table 5 respectively.
34. The full results of each diamond exercise from each table at each workshop are shown in Annex B.

Questionnaire

35. Each participant was asked to complete a questionnaire on the topic “when does a LEZ commence?”. The questionnaire is shown in Annex C. The participants were asked to rate a number of statements as either ‘strongly agree’, ‘agree’, ‘disagree’, or ‘strongly disagree’. An open text box was also provided to allow workshop attendees to comment on how they interpreted the phrase “comes into effect” in relation to when a LEZ started.

Rotating brainstorms

36. For tasks 4 and 5, each group was provided with a large piece of paper/ flip chart and were allocated one of three topics. Each group was asked to brainstorm their thoughts on each topic for 15 minutes (as shown in photos below). No direction was provided on how the information should be recorded (each group came up with their own approach). After 15 minutes, the sheets were ‘rotated’ to a neighbouring group, with the groups being given 10 minutes to add to, comment on or edit the existing contributions. The sheets were then passed to a third group and the process was repeated for 5 minutes. The groups were then asked to feedback to the workshop.
37. The full results of each rotating brainstorm exercise at each workshop are shown in Annex B.



Rotating brainstorm exercise



Rotating brainstorm exercise

Analysis methodology

38. The results from each workshop for each task were grouped together, so that the results presented in this report are indicative of the three workshops as a whole, rather than splitting the workshop results into three separate outputs.

Aims and aspirations

39. At the start of each workshop, the stakeholders were asked about their aims and aspirations in relation to the workshop. These included:
- how to achieve consistency in LEZs across Scotland
 - funding provision from Scottish Government
 - confirmation of timeline on LEZ introduction and associated emission standards
 - how to develop 'smart' LEZs
 - how to make LEZs apolitical

- development of interlinking policies so as to identify complementary measures that help achieve the desired outcomes e.g. modal shift
- production of clear guidance
- whether or how to incorporate pollution from 'other' transport sources
- how to incorporate voluntary organisations in the operation of LEZs
- whether motorcycles would be included in the LEZ scope
- how to incorporate wider issues into the development of LEZs e.g. TRO's, parking etc.
- how to manage public understanding of LEZs and buy-into LEZs
- understand how LEZs will affect individual businesses
- what Scottish Government need to do to support the shift to ultra-low emission vehicles
- impact on strategic road network as a result of potential displacement of traffic
- what are the alternatives to LEZs?
- what defines success of an LEZ; what is measurable?
- if LEZs are shown to be unsuccessful, what other measures exist to reduce air pollution from transport?
- what are the health benefits of LEZs
- resource cost of LEZ operations to local authority

Workshop tasks findings

Task 1 – the definition of a LEZ

40. A number of different LEZ definitions were provided to each group, with the definitions obtained from a variety of sources as outlined in Table 2.

Table 2 – LEZ definition options

Scenario No.	Source	Definition
1	Transport (Scotland) Bill - Part 1(1)	<p>Person may not drive a vehicle on a road within a low emission zone in contravention of the terms of a low emission zone scheme unless—</p> <p>(a) the vehicle meets the specified emission standard, or</p> <p>(b) the vehicle is exempt by virtue of subsection (4)(b) or section.</p>
2	Transport (Scotland) Bill – Policy Memorandum	Designation of an area as a low emission zone puts in place an access restriction scheme for that area by reference to specified vehicle emission standards. Only vehicles meeting or exceeding those emission standards (which will be set nationally by the Scottish Ministers) will be permitted to drive within low emission zones.
3	National Low Emission Framework Annex	LEZs are a form of Vehicle Access Regulation Scheme which set an environmental limit on certain road spaces, allowing access to only the cleanest vehicles, particularly at locations where there is public exposure.
4	EC Urban Vehicle Access Restrictions Non-Binding General Rules 2017	<p>A measure to regulate vehicular access to urban infrastructure.</p> <p>LEZs specifically regulate vehicle access in order to tackle vehicles non-compliance with EU air quality limit values for particulates and nitrogen dioxide e.g. to address environmental targets.</p>
5	Airuse 2017 report	Low Emission Zones (LEZs) are areas where access to certain vehicles is restricted due to their emissions, where LEZs use EU vehicle emission standards to categorise vehicles.
6	Transport for London website	A zone which encourages the most polluting heavy diesel vehicles driving in London to become cleaner, operating 24 hours a day, 7 days a week, every day of the year.
7	RAC website	Low Emission Zones are schemes that cover specific areas (typically in cities) to tackle pollution and that discourage certain types of vehicles from entering a specified zone.
8	Wikipedia	A low-emission zone (LEZ) is a defined area where access by some polluting vehicles is restricted or deterred with the aim of improving the air quality.

41. Groups were asked to put a row number on each sheet to indicate which proposals were the most and least preferred. As the groups had the freedom to decide the 'shape' of their diamond (e.g. some groups had 3 rows, whilst some had 5), the row numbers were assigned as either 'most preferred', 'medium' and 'least preferred'. This was done on an individual group basis. For example, if a proposal was marked as row 3, if the group's diamond only had 3 rows, this was considered 'least preferred'. However if the group had 5 rows, the proposal was considered 'medium'.
42. Figure 1 below shows the combined workshops percentage of 'most preferred', 'medium' and 'least preferred' for each scenario.

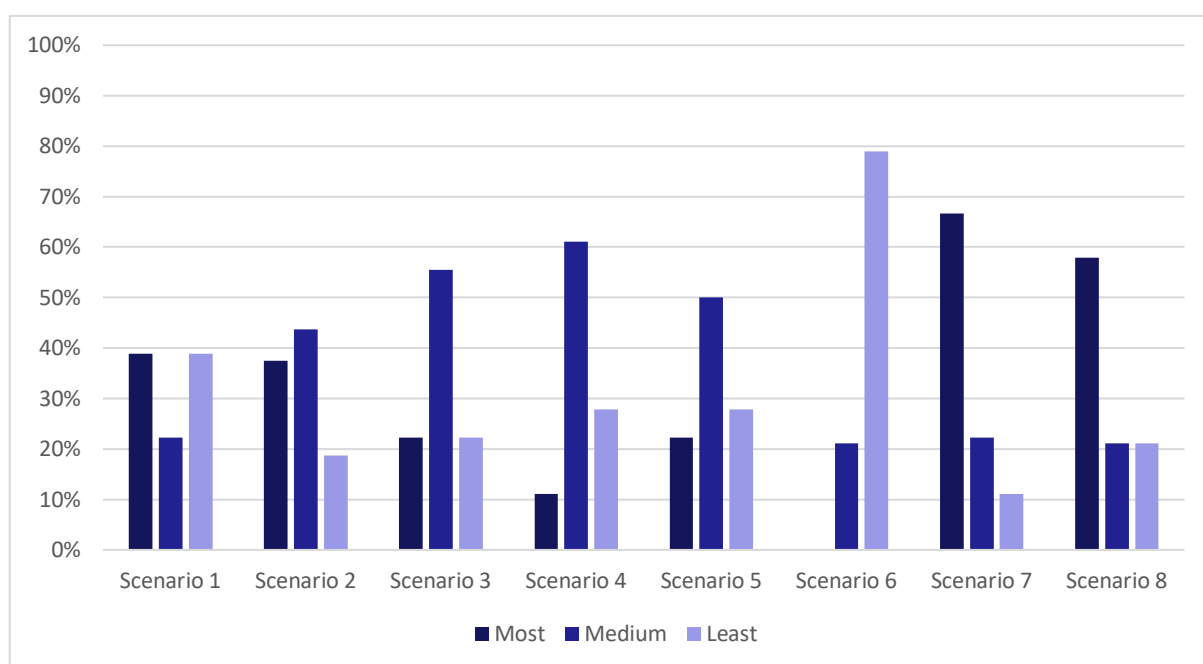


Figure 1 – Group preferences of scenarios 1 to 8 for the definition of a LEZ

43. It is clear from the chart that Scenario 6 'Transport for London definition' was the least preferred, with approximately 80% of groups stating that view. This mirrors verbal discussions at the workshops between attendees and Transport Scotland officials. The comments for the Transport for London definition centred around that fact that it was too specific (to London, which is to be expected), and only seems to target diesel vehicles.

"Specific for London LEZ. ULEZ is not equivalent of the Scottish Scheme"

44. The most preferred option, with approximately 67%, was Scenario 7 - the RAC websites definition. The groups generally stated that this definition was simple, generic and user friendly, and would be more directed at the general public.

"Clear and easy for all to understand. No jargon"

45. It should be noted that a number of workshop attendees (independently) offered a view that the definition of a LEZ might have to be tailored for the audience in question; meaning that a Plain English simple description might work better for public facing communications but a more complex, detailed description might be more appropriate for policy documents.

Task 2 – when does a LEZ commence?

46. Each participant was asked to complete a questionnaire on the topic “When does a LEZ commence?”. The participants were asked to rate the following statements as either ‘strongly agree’, ‘agree’, ‘disagree’, or ‘strongly disagree’.

- statement 1: A LEZ comes into effect when it is first politically announced
- statement 2: A LEZ comes into effect when there has been an agreement in principle at the first Council committee meeting
- statement 3: A LEZ comes into effect on a chosen ‘go live’ date picked by the Council
- statement 4: A LEZ comes into effect at a point after a public consultation and/or if applicable, once a local inquiry has been concluded

47. Participants were also asked to provide further comment on:

- what do you interpret “comes into effect” to mean?
- please add any general comments in the box below regarding this topic.

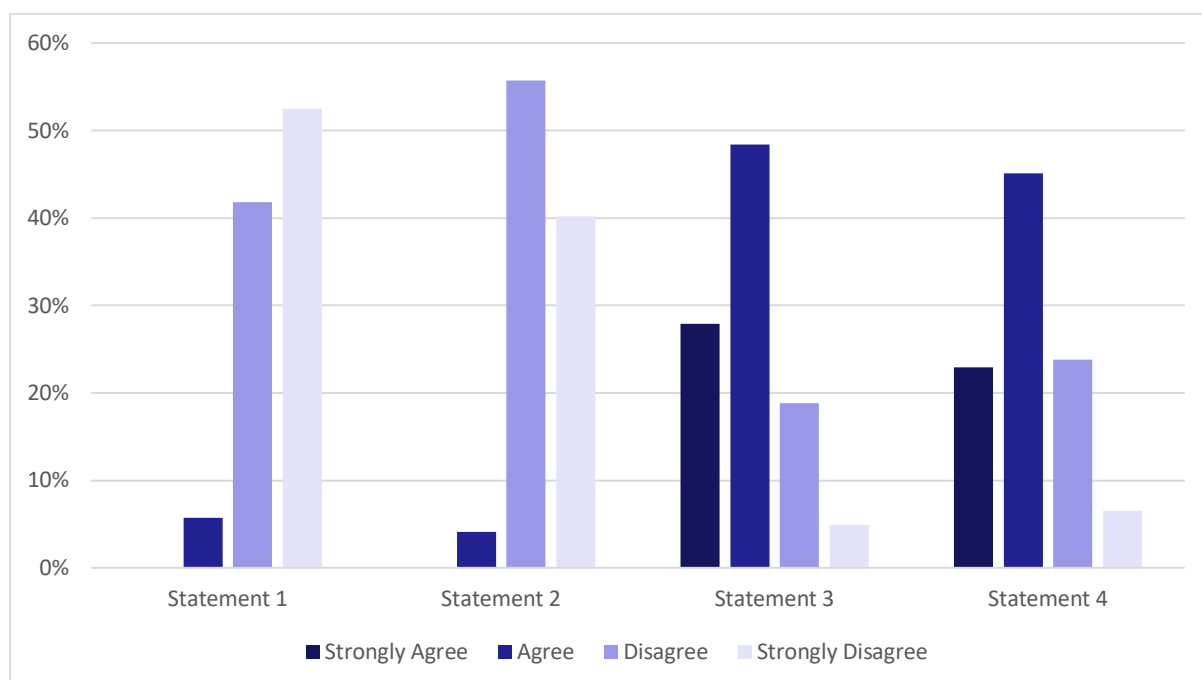


Figure 2 - Group preferences of statements 1-4 for when an LEZ comes into effect

48. For the first two statements, the majority of participants either disagreed or strongly disagreed, with only 6% of participants agreeing to statement 1, and 4% for statement 2. Participants tended to agree more with statements 3 and 4, however views were more mixed.

49. When reviewing the comments, the most common interpretation of an LEZ 'coming into effect' was when legislation is in place and the LEZ was enforceable.

"The time when the public (or whoever is impacted) must start complying with legislation, and it is enforced. This can be phased in but it should be clear what the first compliance is and it should be enforceable."

"This is the point in time when all consultation and due statutory process is complete and the local authority has determined when the LEZ can be legally implemented and enforced."

50. Other general comments were more mixed, however tended to focus on the clarity behind grace periods. Some examples include:

"This could be confusing for public audience as the "comes into effect date" unlikely to be the same as private cars are now restricted date, due to grace periods. So need to be careful about public communications of the "comes into effect" date. Also, as a general point, grace periods should be short, the LEZs should restrict all vehicle types as soon as possible because air pollution kills."

"Public may struggle to understand the concept of "comes into effect" as grace periods might mean they are not subject to penalty notices for several years."

Task 3 – penalty amount

51. Task 3 asked groups of stakeholders to rank a number of different penalty charge options, ranging from a flat penalty charge for all vehicle types, to a charge for different vehicle types, and also a surcharge option. The options are outlined in Table 3.

Table 3 – LEZ penalty amount options

Option	Option title	Description
1	Penalty Charge the same for all vehicles types with no surcharge option	Penalty Charge: £60, reduced to £30 if paid within 14 days Penalty charge applicable to all vehicle types Penalty charge does not increase with increasing number of contraventions
2	Penalty Charge the same for all vehicles types with no surcharge option	Penalty Charge: £100, reduced to £50 if paid within 14 days Penalty charge applicable to all vehicle types Penalty charge does not increase with increasing number of contraventions
3	Penalty Charge the same for all vehicles types with no surcharge option	Penalty Charge: £160, reduced to £80 if paid within 14 days Penalty charge applicable to all vehicle types Penalty charge does not increase with increasing number of contraventions
4	Penalty Charges different for differing vehicle types with no surcharge option	Car/van/taxi: £60, reduced to £30 if paid within 14 days LGV/HGV: £500, reduced to £250 if paid within 14 days Bus/coach: £500, reduced to £250 if paid within 14 days Penalty charge does not increase with increasing number of contraventions
5	Penalty Charges different for differing vehicle types with no surcharge option	Car/van/taxi: £100, reduced to £50 if paid within 14 days LGV/HGV: £750, reduced to £375 if paid within 14 days Bus/coach: £750, reduced to £375 if paid within 14 days Penalty charge does not increase with increasing number of contraventions
6	Penalty Charges different for differing vehicle types with no surcharge option	Car/van/taxi: £160, reduced to £80 if paid within 14 days LGV/HGV: £1000, reduced to £500 if paid within 14 days Bus/coach: £1000, reduced to £500 if paid within 14 days Penalty charge does not increase with increasing number of contraventions
7	Penalty Charge the same for all vehicles types with surcharge option	First offence: £60, reduced to £30 if paid within 14 days Second offence: £90 reduced to £45 if paid within 14 days After 2nd offence, incremental graduation eventually up to the Max. Max: £500 reduced to £250 if paid within 14 days (Max could be higher if required) Penalty charge applicable to all vehicle types

Option	Option title	Description
8	Penalty Charge the same for all vehicles types with surcharge option	First offence: £100, reduced to £50 if paid within 14 days Second offence: £150 reduced to £75 if paid within 14 days After 2nd offence, incremental graduation eventually up to the Max. Max: £500 reduced to £250 if paid within 14 days (Max could be higher if required) Penalty charge applicable to all vehicle types
9	Penalty Charge the same for all vehicles types with surcharge option	First offence: £160, reduced to £80 if paid within 14 days Second offence: £230 reduced to £115 if paid within 14 days After 2nd offence, incremental graduation eventually up to the Max. Max: £500 reduced to £250 if paid within 14 days Penalty charge applicable to all vehicle types
10	Penalty Charges different for differing vehicle types with surcharge option	Car/vans: First offence: £60, reduced to £30 if paid within 14 days Second offence: £90 reduced to £45 if paid within 14 days After 2nd offence, incremental graduation eventually up to the Max. Max: £500 reduced to £250 if paid within 14 days LGV/HGV/bus/coach: First offence: £500, reduced to £250 if paid within 14 days Second offence: £750, reduced to £375 if paid within 14 days After 2nd offence, incremental graduation eventually up to the Max. Max: £1000, reduced to £500 if paid within 14 days
11	Penalty Charges different for differing vehicle types with surcharge option	Cars/vans: First offence: £100, reduced to £50 if paid within 14 days Second offence: £150 reduced to £75 if paid within 14 days Max: £500 reduced to £250 if paid within 14 days LGV/HGV/bus/coach: First offence: £750, reduced to £375 if paid within 14 days Second offence: £1000, reduced to £500 if paid within 14 days Max: £1500, reduced to £750 if paid within 14 days

52. Groups were asked to put a row number on each sheet to indicate which proposals were the most and least preferred. As the groups had the freedom to decide the 'shape' of their diamond (e.g. some groups had 3 rows, whilst some had 5), the row numbers were assigned as either 'most preferred', 'medium' and 'least preferred'. This was done on an individual group basis. For example, if a proposal was marked as row 3, if the group's diamond only had 3 rows, this was considered 'least preferred'. However if the group had 5 rows, the proposal was considered 'medium'.
53. Figure 3 below shows the combined workshops count of 'most preferred', 'medium' and 'least preferred' for each scenario.

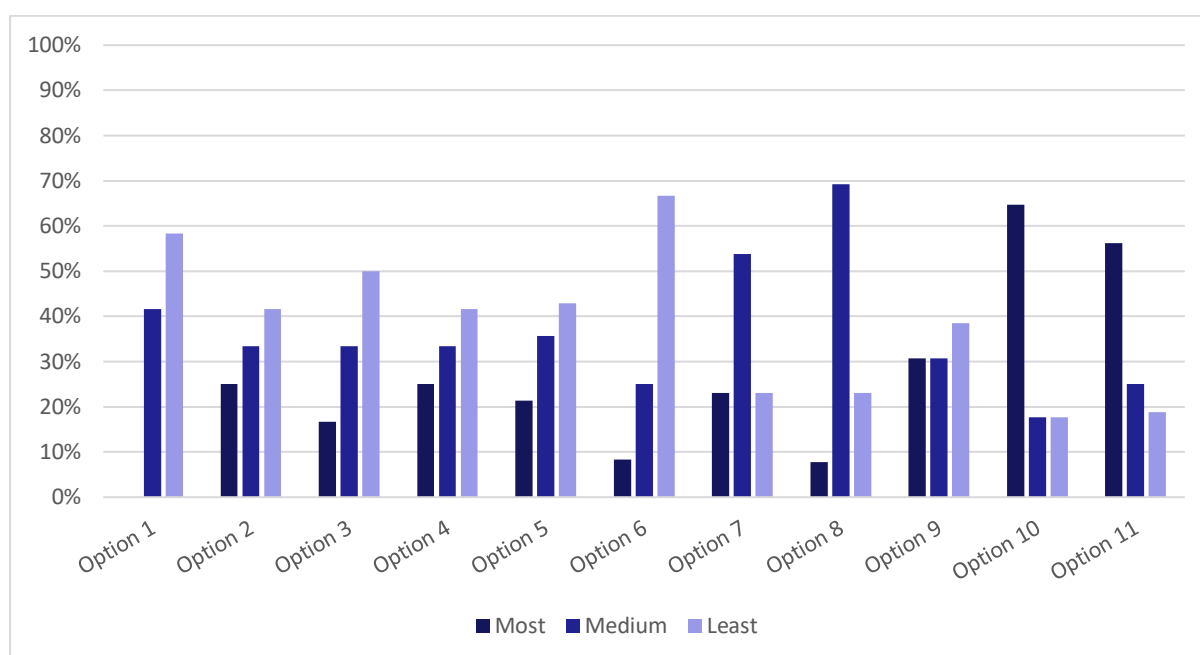


Figure 3 - Group preferences of scenarios 1 to 11 for the LEZ penalty amount

54. The least preferred option was option 6, with circa 65% of group making this their least preferred option. Option 6 centred on different penalty charges for different vehicle types but with no surcharge option, at £160 for cars/vans/taxis and £100 for HGVs/buses. Some of the comments on this option are outlined below:

"HGV/Bus/Coach too high"
"Lack of surcharge is an issue"

55. Options 10 and 11, which both included a surcharge option, were the most preferred option, with 65% and 56% of groups respectively marking these as their preferred options.

"[Penalties] need to rise for repeat offenders. Important to differentiate between cars/vans and LGV/HVG/Bus/Coach."

56. Some groups also felt that the fee should decrease due to an early payment – similar to the approach adopted for penalty charges for bus lane and parking contraventions.
57. In addition there were a couple of groups that created a different option to the options provided. These were:

“Mirror Dartford crossing model

First offence - warning notice

Second offence - £160 reduced to £100 if paid within 14 days.”

“Same as option 4, however with £80 reduced to £40.”

“First offence cars/vans: £100 reduced to £50 if paid within 14 days

Bus/Coach/ HGV: £750, reduced to £375 paid within 14 days”

58. Some other comments on penalty charge amount included:

“Important to get a balance - one that the fine will impact people's behaviour

“Repeat offenders” - difference between members of the public and/or commercial operator. Objective should NOT BE money/revenue generation. Needs to be effective fines that impact people's behaviour.”

“Public communications needed. Fines on any scale unfair if public don't know. Aim is to deter, not raise revenue.”

“How about reward for bicycle use?”

Task 4 – objectives, inter-relationships and consultation

59. Groups were asked to brainstorm on three topics:

- what are the objectives of a LEZ?
- what are the inter-relationships between various transport, planning and other associated policies?
- who should be consulted?

60. Each group was asked to brainstorm onto a large piece of paper/ flip chart until told to stop after 15 minutes. They then 'rotated' their sheets to the other groups, read the other groups contributions and then added some more. This was repeated for another 2 rounds. The groups were then asked to feedback to the larger group.

61. Each of the contributions have been grouped into topics for the purpose of this report.

62. (1) What are the objectives of a LEZ?

63. The top five objectives, out of a total of 26 objective topics raised by the groups were:

- 1) improve air quality
- 2) improve public health
- 3) modal shift
- 4) compliance with legislation
- 5) improve public transport service

64. Other objectives included:

- holistic approach
- place making
- promote use of low-emission vehicles
- ring fence revenue for improving air quality
- reduce congestion
- educate public benefits of LEZs

- promote travel related behavioural change
 - decrease demand on services
 - reduce carbon emissions
65. (2) What are the inter-relationships between various transport, planning and other associated policies?
66. The top 5 topics on inter-relationships, out of a total of 60 topics raised by the groups were:
- 1) environment and sustainability
 - 2) active travel
 - 3) planning
 - 4) businesses
 - 5) public transport
67. There were 60 different topics on the interrelationships between transport, planning and other policies, which shows how complex and broad these relationships can be. Some other topics include:
- traffic management
 - road space
 - place making
 - road space
 - EV infrastructure
 - local transport strategy
 - national transport strategy
 - health and wellbeing
 - public health policy
68. (3) Who should be consulted?
69. The top five topics on the consultees, out of a total of 56 topics raised by the groups were:

- 1) emergency services
 - 2) businesses
 - 3) SEPA
 - 4) Road Haulage Association
 - 5) residents within zones
70. The number of different categories of consultee shows how broadly LEZs need to be considered. Some other consultee categories include:
- regional transport partnerships
 - NHS
 - Freight Transport Association
 - bus operators
 - motorcycle groups
 - Chamber of Commerce
 - Scottish Government
 - car rental companies
71. A full list of the topics resulting from the brainstorming sessions for Task 4 are outlined in Annex B.

Task 5 – guidance, hacks/cheats and appeals

72. Groups were asked to brainstorm on three topics:

- what makes a good guidance document – what should it contain and why?
- what are the likely hacks or cheating that could occur from LEZs being implemented?
- what should the grounds of appeal be?

73. Each group was asked to brainstorm onto a large piece of paper/ flip chart until told to stop after 15 minutes. They then 'rotated' their sheets to the other groups, read the other groups contributions and then added some more. This was repeated for another 2 rounds. The groups were then asked to feedback to the larger group.

74. Each of the contributions have been grouped into topics for the purpose of this report.

75. (1) What makes a good guidance document – what should it contain and why?

76. The top five categories for what makes a good guidance document, out of a total of 55 objective topics raised by the groups were:

- 1) bespoke to target audience
- 2) clear and concise
- 3) outline exemptions
- 4) signage
- 5) different formats

77. A number of different categories of what makes a good guidance document were also offered, as outlined below:

- reviewed and maintained
- communications
- outline location of LEZs
- legal obligations
- alternative travel options

- outline enforcement regime
 - outline appeals process
 - technical facts
 - visuals (e.g. flow charts, diagrams)
78. (2) What are the likely hacks or cheating that could occur from LEZs being implemented?
79. The top five categories of the likely hacks and cheats, out of a total of 32 topics raised by the groups were:
- 1) avoid detection
 - 2) abuse of exemptions
 - 3) foreign vehicles
 - 4) vandalism of cameras
 - 5) not claiming responsibility for contravention
80. A number of different options for likely hacks and cheats were also offered, as outlined below:
- DVLA records incorrect
 - false plates
 - obscuring number plates
 - blue badge holder fraud
 - vandalism of signs
 - vehicle not maintained to compliant level
 - hacking into electronic systems
81. (3) What should the grounds of appeal be?
82. The top five categories of the grounds of appeal, out of a total of 37 topics raised by the groups were:
- 1) poor signage
 - 2) road diversions into LEZ

- 3) inaccurate/incorrect data
 - 4) emergency
 - 5) exempt from LEZ
83. A number of different options for grounds for appeal were also offered, as outlined below:
- theft of vehicle
 - technology failure
 - medical emergencies
 - mistaken identity
 - victim of fraud
 - lack of suitable grace period
 - sat nav routing choice
84. A full list of the topics resulting from the brainstorming sessions for Task 5 are outlined in Annex B.

Task 6 - exemptions

85. Task 6 asked groups of stakeholders to rank 17 different potential exemption options, including emergency service vehicles, blue badge holders, and historic vehicles. The options are outlined in Table 4.

Table 4 – Exemption options

Scenario	Title	Description
1	Emergency vehicles	<p>Any vehicle being used for the discharge of duties of the Scottish Fire and Rescue Centre</p> <p>Any vehicle belonging to, and being used for the purposes of the Police Service of Scotland, and any other vehicle being used by a police officer acting in the execution of their duty.</p> <p>Any ambulance within the meaning of paragraph 6(1) of Schedule 2 to the 1994 Act or other means of transport as are provided under section 45 of the National Health Service (Scotland) Act 1978.</p>
2	Emergency Voluntary Sector Organisation Vehicles	<p>Vehicles used by voluntary sector organisations for carrying out any activities for the purpose of preventing emergencies, reducing, controlling or mitigating the effects of emergencies, or taking other action in connection with emergencies.</p> <p>Voluntary sector organisations are those bodies whose activities are carried out not for profit and which are not public authorities or local authorities.</p>
3	Health Service Vehicles	NHS vehicles which transport supplies, products or passengers (staff) for non-emergency purposes.
4	Community Transport Vehicles	Transport services that fulfil a social purpose and community benefit, operated not for profit.

Scenario	Title	Description
5	Vehicles for Disabled Persons	<p>1. Vehicles registered with a 'disabled' or 'disabled passenger vehicles' tax class</p> <p>2. Vehicles used in some way* as part of the "blue badge scheme"</p> <p>* Note: blue badges are assigned to a person, not a vehicle, so a blue badge holder could travel in any vehicle and the rules of the blue badge would need to be applied to that vehicle on that day of travel.</p>
6	Historic Vehicles	Vehicles which have a historic vehicle tax class (i.e. more than 40 years old)
7	Specialist Vehicles	<p>Vehicle which is not primarily designed for the conveyance of a driver and / or passenger</p> <p>(including, but not limited to, agricultural vehicles, road maintenance vehicles Inc. gritters / snow-ploughs, construction mobile machinery / plant vehicles).</p>
8	Military Vehicles	Vehicles belonging to any of Her Majesty's forces; or used for the purposes of any of those forces (by virtue of Section 349 of Armed Forces Act 2006)
9	Accident/ breakdown and recovery vehicles	Accredited breakdown, roadside recovery, and repair vehicles.
10	Low Frequency Travel	Any vehicle driving within a LEZ no more than, for example, 1 per month (=12 times over a year).
11	Out of Hours Shift Workers	Shift workers that require a vehicle to access a LEZ for work, out with hours in which public transport operates (where this aspect can be proven)
12	Hearses	Hearses used for funerals.
13	Wedding Vehicles	Vehicles used specifically for the transportation of the wedding party only.
14	Postal Vehicles	Vehicles providing a universal postal service who are duty-bound to deliver packages and mail by law (Postal Services Act 2011).

Scenario	Title	Description
15	Utility Emergency Repair Vehicles	Specialist vehicles which attend unplanned emergency utilities incidents (e.g. water and sewerage, gas, electricity, landline/ broadband).
16	Refuse Collection Vehicles	Vehicles designed and used specifically for the uplift of waste and recycling materials.
17	Travelling showmen	Highly specialised vehicles used for the purposes of travelling showmen: <ul style="list-style-type: none"> • used during the performance • used for the purpose of providing the performance • used for carrying performance equipment • used for displaying animals to the public

86. Groups were asked to mark each exemption scenario as either “yes” or “no” to indicate whether they felt that the scenario should be considered an exemption or not.
87. Figure 1 below shows the combined workshops count of ‘most preferred’, ‘medium’ and ‘least preferred’ for each scenario. The full results of task 6 at each workshop are shown in Annex B.

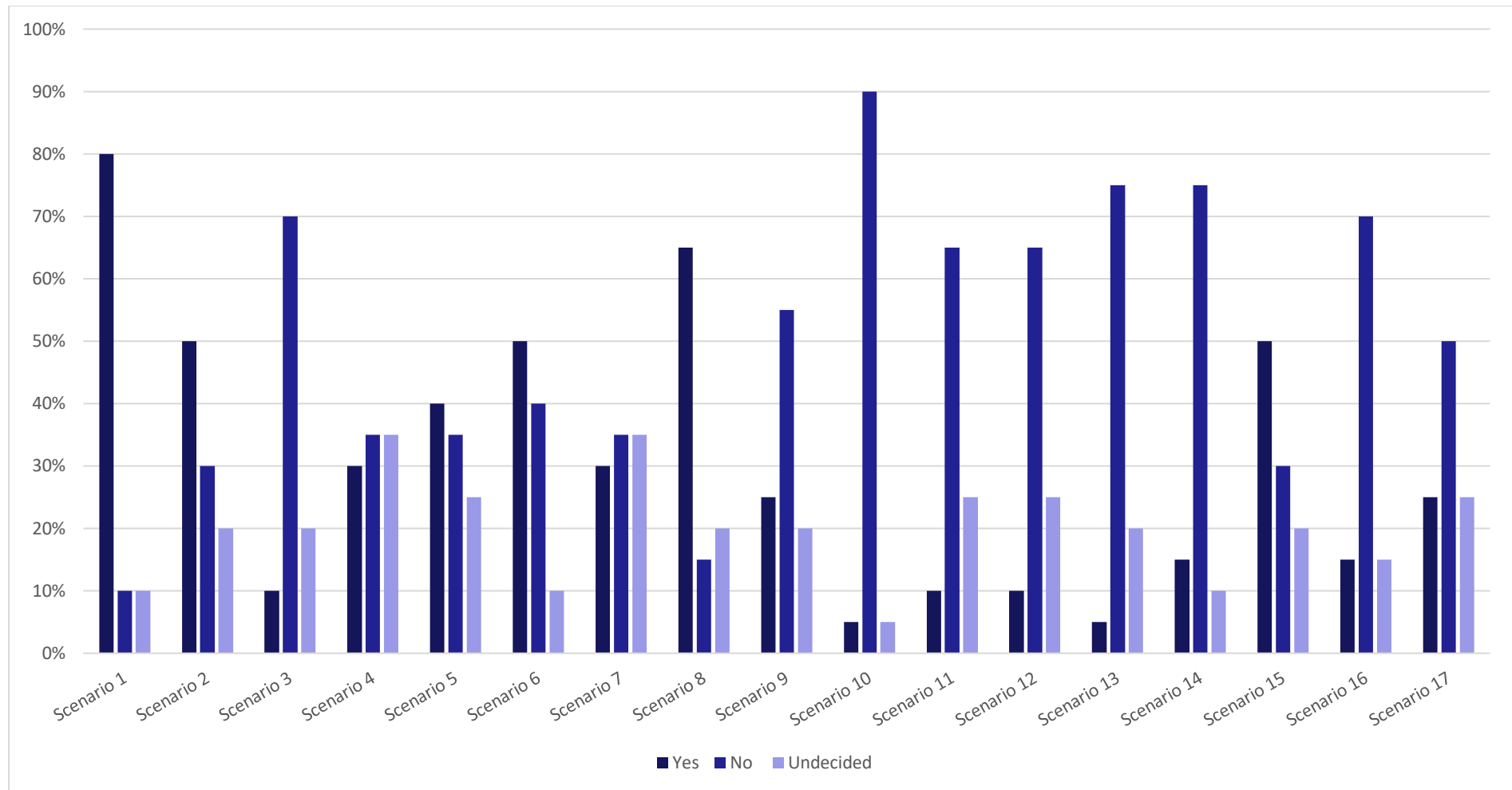


Figure 4- Group preferences of scenarios 1 to 17 for exemptions

88. Scenario 1 – emergency vehicles was the most popular exemption category, with 80% of groups agreeing that this should be considered for an exemption.

“Agreed with but only on blue light”

“...and for blood transfusion services”

89. The next most agreed on scenario was Scenario 8, military vehicles, with 65% of groups agreeing these vehicles should be exempt.

“On duty”

“Normal standards - road going vehicles not exempt”

90. There were several scenarios which groups agreed shouldn't receive an exemption. 90% of groups stated that Scenario 10 'low frequency travel' should not be exempt, as well as Scenario 3 'health service vehicles' (70%), Scenario 9 'accident/breakdown recovery vehicles', Scenario 11 'out of hours shift workers', Scenario 12 'hearses', Scenario 13 'wedding vehicles', Scenario 14 'postal vehicles', Scenario 16 'Refuse collection vehicles' and Scenario 17 'showman vehicles'. Again, the full results of task 6 at each workshop are shown in Annex B.

Scenario 10 Low frequency travel: *“Covered in other categories or subject to appeal. Does not justify own category”*

Scenario 3 Health service vehicles: *“Will have fleet replacement strategy”*

Scenario 16 Refuse collection vehicles: *“Public sector needs to lead by example”*

91. There were some exemptions where there were mixed views, and some groups remained undecided. Scenario 4 'community transport vehicles are one of the most contentious, with a split of 30% “yes”, and 35% each for “no” and “undecided”.

“Could be included if very low frequency”

“Timescale to change vehicle possibly”

92. On average, the groups granted five out of a total of 17 exemptions, which shows that the stakeholders taking part in the workshops would only have a small number of exemptions. The top five exemptions were:

- emergency vehicles (80%)
- military vehicles (65%)
- emergency voluntary sector organisation vehicles (50%)

- historic vehicles (50%)
- utility emergency repair vehicles (50%)

Task 7 – temporary suspension of LEZs for events

93. Task 7 asked groups of stakeholders to rank a number of different potential scenarios for when a LEZ may be temporarily suspended for events. The scenarios are outlined in Table 5.

Table 5 – Options for temporarily suspending a LEZ

Scenario	Title	Description
1	Emergency Scenario	A LEZ would be able to be temporarily suspended for an emergency scenario. For example a large fire (e.g. Glasgow School of Art), natural disaster.
2	Emergency Repairs	A LEZ would be able to be temporarily suspended to enable an emergency repair. For example, a burst water mains.
3	Large Sporting Event	A LEZ would be able to be temporarily suspended for a large sporting event (e.g. Commonwealth Games).
4	Local Sporting Event	A LEZ would be able to be temporarily suspended for a local sporting event (e.g. Edinburgh Marathon).
5	Festival/music Event	A LEZ would be able to be temporarily suspended for a large Festival (e.g. Edinburgh Fringe Festival), or a Music Event (e.g. Trnsmt).
6	Traffic Diversion into a LEZ	A LEZ would be able to be temporarily suspended to allow diverted traffic to enter the Zone, and avoid appeals process.
7	Event of Local Significance	A LEZ would be able to be temporarily suspended for an event of local significance (e.g. local Fete)

94. Groups were asked to put a row number on each sheet to indicate which proposals were the most and least preferred. As the groups had the freedom to decide the 'shape' of their diamond (e.g. some groups had 3 rows, whilst some had 5), the row numbers were assigned as either 'most preferred', 'medium' and 'least preferred'. This was done on an individual group basis. For example, if a proposal was marked as row 3, if the groups diamond only had 3 rows, this was considered 'least preferred'. However if the group had 5 rows, the proposal was considered 'medium'.

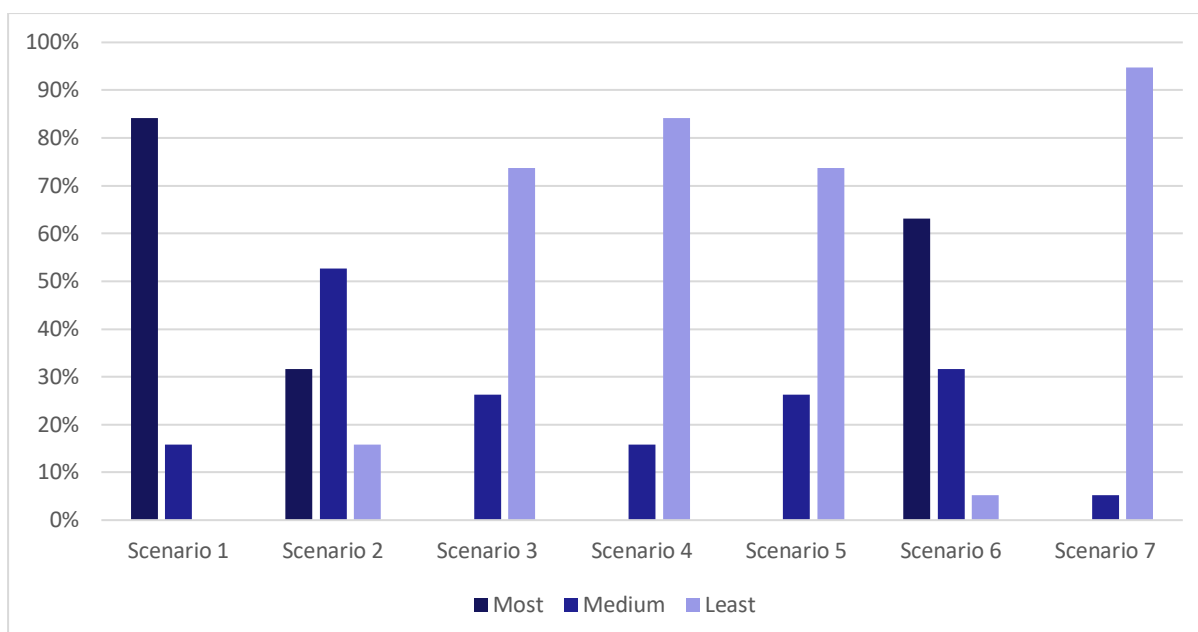


Figure 5 - Group preferences of scenarios 1 to 7 for temporary suspension of LEZs for events

95. Figure 5 shows that circa 84% of groups had that an LEZ should be Scenario 1 - emergency scenarios as their most preferred option. 63% also agreed that a LEZ should also be suspended in the event of a temporary road diversion (Scenario 6), however this was often caveated with comments that this should be a last resort, with every effort made not to divert into a LEZ. In addition, some groups felt that only the area in which the diversion is taking place should be suspended, while the rest of the LEZ remains operational.

“For duration of diversion plan not to go into LEZ where possible. Hard in an emergency e.g. bypass accident”

“Planned or unplanned if planned preferable to avoid the need of suspension of LEZ”

96. The consensus on Scenario 2 – Emergency repairs is less clear. See below some comments made on this scenario:

“Difficult depends on scenario. So it would be left to enforcement or not of fines.”

“Maybe just a small area within the LEZ. Appeal may be more appropriate.”

97. 95% of the groups agreed that Scenario 7 – event of local significance was their least preferred option, with a general consensus that only vehicles which were involved in the event would be exempt for the duration of the event, rather than suspending a LEZ.

98. Scenarios 3, 4 & 5 large and small sporting events, and festival and music events, were also option which were not preferred by the groups. Some comments below:

Scenario 3: *“Can be dealt with under e.g. licence/ contingency planning for event”*

Scenario 4: *“Exemption for event vehicles only”*

Scenario 5: *“Volume and duration of festivals in Edinburgh - would reduce effectiveness of LEZ if suspended for all of these”*

Next steps

99. The purpose of holding the workshops was to offer views to stakeholders on various early thoughts and options that may form the basis of LEZ regulations and guidance.
100. A key task now is to develop the Regulations and Guidance for LEZs over summer 2019. The results from the LEZ workshops will help with the development of the LEZ regulations and guidance.
101. Transport Scotland are aiming to engage with a number of different stakeholders over the summer. This will be mainly around exemptions, which is the one of the most contentious topics.
102. Transport Scotland will also be releasing a consultation on options for the detail to be outlined within regulations and guidance this summer.

Annex A

Workshop agenda

Time*	Topic
09:30	Registration, tea & coffee
10:00	Introduction <ul style="list-style-type: none"> • REC Committee recommendations – Stage 1 report • LEZ Regulations • guidance • expectations/aims of the workshop • tasks in workshop <p><i>Stephen Thomson & Katrina Shiells, Transport Scotland</i></p>
10:30	Task 1 – Diamond exercise – Definition of a LEZ
10:45	Task 2 – Questionnaire - When does a LEZ begin?
11:00	Tea & coffee
11:15	Task 3 – Diamond exercise & discussion – Penalty amount
11:45	Task 4 - Rotating brainstorm: <ol style="list-style-type: none"> 1) what are the objectives of a LEZ? 2) what are the inter-relationships between various transport, planning and other associated policies? 3) who should be consulted?
12:30	Lunch
13:30	Task 5: Rotating brainstorm <ol style="list-style-type: none"> 1) what makes a good guidance document – what should it contain and why? 2) what are the likely hacks or cheating that could occur from LEZs being implemented? 3) what should the grounds of appeal be?
14:15	Open Discussion
14:30	Tea & coffee
14:45	Task 6 - Diamond exercise & discussion– Exemptions

15:15	Task 7 – Diamond exercise & discussion – Temporary suspension of LEZs for events
15:45	Summary, next steps and reflections <i>Stephen Thomson & Katrina Shiells, Transport Scotland</i>
16:00	Close & Acknowledgements

*Timings were different for the workshop in Dundee, however the same topics were discussed

Annex B

Workshop tasks – data from each task

Below outlines the raw data of each diamond exercise, questionnaire and brainstorming task from each table at each workshop.

For the diamond exercise, the numbers for ranking each option were converted to “most”, “medium”, and “least”. In some cases, groups only ranked one scenario, while the rest remained blank. For these cases, the ranked scenario was assigned the “most”, while all other scenarios were ranked least.

For task 6 (exemptions), instead of ranking the scenarios with a number, groups were asked to either state “yes” or “no” to each exemption. When numbers were used instead, and it was unclear whether the group had stated yes or no, these results were marked as undecided.

For task 7, where “yes” or “no” was used instead of ranking by numbers, “yes” was assigned “most” and “no” was assigned “least”.

Task 1

Event	Group	Ranking								Other comments
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	
Glasgow	Group 2	4	3	3	4	2	5	2	1	
	Comments									
	Group 3	2	3	3	3	2	4	1	4	
	Comments	Concern the bill has less scrutiny when in fact it should have more. Commercial balance on delivering zero needs to take into account both costs and LGV technical development	In theory vehicles can still enter the zone, although will pay PCN				"politics" could impact importance of this element England have different approach Pollutants from cars worse- not target. Heavy	Clear and easy for all to understand. No jargon		Depends on who the audience is? - if the public - Wikipedia could be useful - if an operator - not as important - Politicians definition Needs to be a definition for the general public and a definition for commercial operators
	Group 4	2	3	3 (3rd)	4	2	5	2 (2nd)	1 (1st)	
	Comments								Simple, all could understand. Unified use by all. Politicians, technical, bloke on street.	
	Group 5	3	3	2	3	4	5	1	2	
	Comments	Technical officer/legal. Not public facing.	Policy Long winded What does it actually mean?	Appeals to public - technical	Operator's view. Scientific. Not public facing	Vague. Not public facing	Very London specific. Doesn't cover everything. Doesn't need detail.	Nice - simple Public facing value of why.		
	Group 6	4	4	1	3	3	5	2	2	
	Comments									
	Group 7	5	3	3	2	1	4	3	2	
	Comments	Subsection (4)(b) doesn't mean anything to ordinary people - not useful for communication/ understanding	Very complicated			Scope to evolve vehicle classification over time	Good definition of London specifically but less applicability. No national legislation	Very negatively phrased	Close to no. 1 but ideal communication to general public/ lay person. Non transport professional	
	Group 8	3		4	2	4	5	2	4	
	Comments	Ambiguous						Be aware of target audience		
	Group 9	2	2	6	8	4	5	7	1	

		Not public appropriate	Longer words could be simpler	Some LEZs may cover large spaces, and this feels very narrow. Not too clear, quite wordy	Wordy. Has an aim more than an objective.	Clear, makes sense "certain vehicles" is too prescriptive	Very specific, Specifying vehicles, times clearly written.	Only discourage rather than prevent, so it's quite specific? Needs to express and ...if for everyone, all modes. What are the positive outcomes we want? Intended impact must be part of definition	Straightforward	
	Comments									
	Group 10	1	3	3	3	4	3	1	2	
	Comments							Simple, then point to part (1) for further detail	No mention of why	

Event	Group	Ranking								Other comments
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	
Aberdeen	Group 1	4	4	1	4	3	5	2	2	
	Comments	What are the subsections?	Too wordy	Like this as tells what/why/how	Urban infrastructure - not correct wording	Correct but slightly confusing to public	Specific for London LEZ. ULEZ is not equivalent of the Scottish Scheme	2	Easy to understand	
	Group 2	5	2	3	4	1	5	3	2	
	Comments					A restriction is different to a ban.	Can not only target diesel			
	Group 3	4	2	4	3	3	3	1	3	
	Comments							Simplest definition - easy to understand at a glance. All of these lack information as to why you would want to do this/ why you want to improve air quality.		
	Group 4	1	1	4	3	3	4	2	2	
	Comments	Sets a standers	Exemptions should be stated in standards	Cities have public exposure so should aim at improving air quality not just in areas with high levels of public exposure		Simple, generic, user friendly. Other than random EU statement	Don't like, to specific	Simple, generic, user friendly	Simple, generic, user friendly	
	Group 5	1	1	3	2	2	4	3	4	
	Comments		Use for the regulatory purpose					Good ref for lay person terms.		

Event	Group	Ranking								Other comments
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	
Dundee	Group 1	5	4	2	3	4	3	2	1	
	Comments	Specification rather than definition								
	Group 2	1	2	2	3	3	4	3	2	
	Comments	For legal only	Officer/legal	General only			To specific to London situation. Ok once local set up defined for public.	Not helpful - Crieff is a AQMA	Good for public	
	Group 3	2	1	4	3	3	4	4	5	
	Comments									
	Group 4	4	3	3	5	1	5	2	2	
	Comments		Use of the word "exceeding" is confusing when aiming for lower emissions.			Or UK standard equivalent				
	Group 5									
	Comments									
	Group 6	2	3	2	3	4	4	1	3	
	Comments			An area rather than a scheme. Language may be confusing				Scheme is maybe confusing language, would be better to say area - NHS		

Task 2

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
1	Glasgow	9	Institute of Occupational Medicine (IOM)	Disagree	Disagree	Agree	Agree	The time when the public (or whoever is impacted) must start complying with legislation, and it is enforced. This can be a phased in but it should be clear what the first compliance is and it should be enforceable.	"grace period" is not well defined based on my answer to No. 5. my understanding of "grace period" implies it would be prior to "come into effect"
2	Glasgow	9	Falkirk Council	Disagree	Disagree	Agree	Agree	The principles and content of the LEZ regs are adhered to by users.	
3	Glasgow	9	Historic Environment Scotland	Disagree	Disagree	Agree	Agree	When (date/time) the LEZ scheme and associated objectives and actions start. A starting point or baseline.	When does this grace period end? Is it set by SG or the council? Is there an appropriate amount of time provided in that grace period for LAs or areas that are further behind?
4	Glasgow	9	RUK	Disagree	Disagree	Agree	Disagree	When it impacts individuals and businesses, IE when the traffic signs are unveiled and enforcement is live.	
5	Glasgow	9	McGills Buses	Disagree	Disagree	Agree	Agree	Date of start.	Think it needs to be clearly defined and easy to understand for parties
6	Glasgow	9	Sustrans	Strongly Disagree	Disagree	Strongly Agree	Agree	That vehicle restrictions are applicable and enforceable from that date.	The LEZ "coming into effect" should be key public promotion. Whether individual vehicles fall within grace periods is less important to promote.
7	Glasgow	9	Friends of the Earth	Disagree	Disagree	Strongly Agree	Disagree	The date from which all grace periods are calculated.	This could be confusing for public audience as the "comes into effect date" unlikely to be the same as private cars are now restricted date, due to grace periods. So need to be careful about public comms of the "comes into effect" date. Also, as a general point, grace periods should be short, the LEZs should restrict all vehicle types as soon as possible because air pollution kills.
8	Glasgow	4	Arnold Clark Vehicle Management	Disagree	Disagree	Disagree	Agree	The date that new regulations come into force and are approved.	Different cities have different challenges and so local consultation is necessary.
9	Glasgow	4	Glasgow Vintage Vehicle Trust	Strongly Disagree	Disagree	Disagree	Agree	The point when the legislation is enforceable	
10	Glasgow	4	Glasgow Vintage Vehicle Trust	Strongly Disagree	Strongly Disagree	Disagree	Agree	Businesses and the public should be considered.	

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
11	Glasgow	4	SPT	Strongly Disagree	Strongly Disagree	Disagree	Strongly Agree	The date at which the provisions agreed by a suitable steering group come into force, following appropriate public consultation and enquiries (if applicable) have been conducted.	The date chosen must consider investment cycles, vehicle lifespans etc for fleet operators, bearing in mind other recent legislative requirements and the commercial environment.
12	Glasgow	4	Siemens	Strongly Disagree	Agree	Strongly Agree	Agree	The agreed "go live" date on which the LEZ becomes enforceable. This will be after supplier engagement and the implementation of the chosen solution and means to undertake enforcement	
13	Glasgow	4	Siemens	Agree	Disagree	Strongly Agree	Disagree	When the date is announced when the LEZ will affect the public.	
14	Glasgow	4	Student	Disagree	Disagree	Disagree	Agree	Proper implementation of rules and regulations	
15	Glasgow	4	Scottish Government	Disagree	Disagree	Agree	Disagree	A date set by local government following consultation and development if local regulations set within national guidance and regulations. The date set out from which point the regulations apply and rules are "in force"	
16	Glasgow	4	South Lanarkshire Council	Strongly Disagree	Disagree	Strongly Agree	Disagree	Comes into effect - the 1st restrictions or allowances are legally enforceable	Too detailed public don't care specific only when they have to abide e.g. from 27 March - Smoking - 2006
17	Glasgow	3	WSP	Disagree	Disagree	Agree	Agree	Go live date	Effectiveness of the LEZ should be post go live and after bedding in period
18	Glasgow	3	XPO	Strongly Disagree	Disagree	Agree	Strongly Agree	It means - when regulation actually comes into being	1) There should be a staged process to ensure buy in from as many stakeholders as possible 2) There should be clear guidance based on factual evidence
19	Glasgow	3	ADM Milling Ltd.	Strongly Disagree	Disagree	Disagree	Disagree	Go live is when ratified B/ S government and agreed with councils. Need a national "go live" date so no differences between cities and standards.	A one rule applies across Scotland is required to ensure fleet operators can send vehicles to any location

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
20	Glasgow	3	Craighorn Consultancy Ltd	Disagree	Disagree	Disagree	Disagree	When all regs have been approved by ministers and appropriate date.	Comes into effect must specify what comes into effect t as introduction may be staged. I.e. subject to newly registered vehicles only.
21	Glasgow	3	CPT	Disagree	Disagree	Disagree	Agree	Following consultation and all conditions have been agreed the LEZ can then "come into effect"	Must be a requirement for councils to consult with affected transport operators as part of any consultation process.
22	Glasgow	3	Freight Transport Association	Strongly Disagree	Strongly Disagree	Disagree	Agree	The date when all discussions have completed and a clear plan has been agreed. When regulations are set to start the "go live" date.	Commercial operators must be given enough information in order to make business critical decisions regards fleet procurement. Logistics companies want to/can help but must be given time to make effective changes. No individual sector should be penalised. Vehicle market conditions must be taken into consideration e.g. second hand market for sale.
23	Glasgow	5	Glasgow City Council	Disagree	Disagree	Disagree	Strongly Agree	This is not normal processes in a council environment.	
24	Glasgow	5	Westcoast Motors	Disagree	Disagree	Disagree	Agree	Once all consultation and due diligence conducted, policy written and actions (including dates) processed.	
25	Glasgow	5	Imperial	Strongly Disagree	Disagree	Disagree	Strongly Agree	Start date when vehicles begin to be monitored, on an agreed "go live" date after public consultation and/or local enquiry.	
26	Glasgow	5	Transport Scotland	Strongly Disagree	Disagree	Agree	Agree	Becomes fully enforceable, penalties start applying.	
27	Glasgow	5	Stagecoach	Strongly Disagree	Disagree	Agree	Strongly Agree	An agreed starting date once all parties and stakeholders have been consulted and a date with sufficient notice has been identified.	Perhaps more clarity is required on the above questions as they are open to individual interpretation.
28	Glasgow	5	HMG Business Consultancy	Strongly Disagree	Strongly Disagree	Strongly Agree	Agree	Its cleared parliament. Its cleared the council. The technology is in place. The public has been consulted. A date has been agreed and notified.	A clear road map that gives the public clarity of start to finish of the process.
29	Glasgow	5	NHS	Disagree	Disagree	Agree	Disagree	Implemented not announced and after it has been through the process.	
30	Glasgow	5	Videalert	Strongly Disagree	Disagree	Disagree	Strongly Agree	When the scheme becomes actively enforceable.	
31	Glasgow	8	Motorcycle Action Group	Strongly Disagree	Strongly Disagree	Agree	Strongly Agree	A date when the CAZ has to be complied with. The "scheme" must be ready and enforceable	The scheme must be ready and enforceable. The public must be well informed in advance and given time to comply.

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
32	Glasgow	8	Scottish Association for Public Transport	Disagree	Disagree	Agree	Agree	When the regulatory framework has been agreed and the implementation date for commencement of the LEZ specific regulations	It's a process that brings about a LEZ not any one ...
33	Glasgow	8	Jacobs	Disagree	Disagree	Strongly Agree	Agree	Certain vehicles are restricted access from a certain area of the city. This accounts for grace periods, sunset periods, exemptions and changes in Euro level.	Answer to Q3 assumes there has been a public consultation. Scot Gov committed to LEZs by 2020, it is hard to move from this date without further messages from SG
34	Glasgow	8	WSP	Strongly Disagree	Strongly Disagree	Strongly Agree	Agree	"Go Live" is the date upon which all infrastructure is in place and enforcement begins. The "grace period" then always for "soft" enforcement to help raise awareness of the scheme (i.e. without fines)	I would expect the process of developing LEZ would include consultation such that council can identify and agree a "go live" date.
35	Glasgow	8	Sustran	Strongly Disagree	Strongly Disagree	Agree	Strongly Agree	This is the point in time when all consultation and due statutory process is complete and the local authority has determined when the LEZ can be legally implemented and enforced.	Not sure what questions 1 & 2 are meant to achieve. An LEZ will be covered by an order or legal process and cannot start until this is complete.
36	Glasgow	8	Jacobs	Disagree	Disagree	Strongly Agree	Strongly Agree	Becomes applicable to users	"Comes into effect" should be strategically identified date that considered all milestones required to implement (including stakeholder implementation)
37	Glasgow	8	Transport Scotland	Strongly Disagree	Strongly Disagree	Agree	Agree	Standards are enforced	
38	Glasgow	8	NHS	Strongly Disagree	Disagree	Strongly Agree	Agree	System is live and operating in the real world environment	Process and decisions must be transport and rooted in fleets and not unfairly disadvantage one particular group
39	Glasgow	6	IBI Group	Strongly Disagree	Strongly Disagree	Strongly Agree	Strongly Disagree	Go live date - when vehicles entering a LEZ will be impacted.	

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
40	Glasgow		University of Strathclyde	Strongly Disagree	Strongly Disagree	Disagree	Agree	1) All affected persons/businesses are ready and supported to transition to a LEZ 2) The council and the national government have produced CLEAR documents and related materials expressing what will be required of the public and of businesses. After this point a LEZ can begin i.e. "come into effect"	"come into effect" means enforcement of penalty begins (after grace period).
41	Glasgow		Abellio	Strongly Disagree	Disagree	Agree	Strongly Agree	No Longer allowing polluting vehicles in zone.	
42	Glasgow	6	ICCT	Disagree	Disagree	Strongly Agree	Disagree	Means that from that day vehicles need to be compliant with LEZ regulation and that non-compliant vehicles have to pay a fee, are banned etc	
43	Glasgow	6	East Dunbartonshire Council	Disagree	Strongly Disagree	Strongly Agree	Disagree	The first day legislation is enforced for those subject to the enforcement	Must be in conjunction with planning and transport technology partners
44	Glasgow	6	Lothian Buses	Disagree	Disagree	Strongly Agree	Agree	The point at which vehicles entering the LEZ have to comply with the scheme. i.e. following all consultation/ announcements etc.	
45	Glasgow	6	Abellio	Strongly Disagree	Strongly Disagree	Strongly Agree	Strongly Disagree		
46	Glasgow	2	Glasgow City Council	Disagree	Disagree	Agree	Agree	"Comes into effect" means different things to different groups. Legally it is the date specified but for the public it is when the enforcement begins (the end of any grace period). I believe the term should apply to the legal date.	
47	Glasgow	2	Glasgow City Council	Strongly Disagree	Strongly Disagree	Disagree	Agree	The given start date of the LEZ - it might not give rise to penalty notices until after the expected grace period.	Public may struggle to understand the concept of "comes into effect" as grace periods might mean they are not subject to penalty notices for several years.
48	Glasgow	2	Glasgow City Council	Disagree	Disagree	Agree	Agree	From council POV comes into effect means starting date. For public this means from when enforced.	

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
49	Glasgow	2	South Ayrshire Council	Disagree	Disagree	Disagree	Agree	Once it is legally enforceable and following any grace period - differs for various categories - buses, HGVs, cars etc.	Glasgow's LEZ came into effect on 31/12/18 but not legally enforceable until legislation is in place.
50	Glasgow	2	North Lanarkshire Council	Strongly Disagree	Disagree	Agree	Agree	The Point (date) which it becomes legally enforceable following the grace period.	
51	Glasgow	2	Jenoptik	Disagree	Disagree	Disagree	Agree	At the point of which the LEZ passes from concept into being i.e. the planning for LEZ begins	"comes into effect" by the public however would be the "go live" or how I believe it would be interpreted.
52	Glasgow	2	Jenoptik	Disagree	Disagree	Agree	Disagree	When system is active	Be clear about what is "comes into effect" and "go live". Understand about grace periods.
53	Glasgow	2	Renfrewshire Council	Strongly Disagree	Agree	Agree	Strongly Agree	A date specified by the local authority whereby the scheme begins. The grace period can be applied thereafter.	Q2 & Q3 are interlinked. A "go live" date will be determined at council committee meeting.
54	Glasgow	7	ITP Energised	Agree	Agree	Strongly Disagree	Disagree	Gives notice of planned future date of "go live". Cannot "go live" without the necessary consultation, feasibility studies, cost-benefit and publicity of who will be affected and how.	Promote the benefits to community worker/residents/schools/ professional drivers of reducing traffic in the LEZ not just those of a vehicle class.
55	Glasgow	7	Unknown	Disagree	Agree	Agree	unknown	After signing off, a grace period should start this should include awareness and education/ training before enforcement starts on a defined date.	Needs clear timeline. Needs a "grace period" for awareness training and reasonable alternatives e.g. supportive public transport and active travel and driver training.
56	Glasgow	7	City of Edinburgh Council	Strongly Disagree	Strongly Disagree	Strongly Agree	Agree	The point where legal process has completed and start of a grace period.	
57	Glasgow	7	CTA	Disagree	Disagree	Agree	Agree	Assume it's when the technology is in place and the public are aware they will be fined as of "date x".	
58	Glasgow	7	Cycling Scotland	Disagree	Disagree	Agree	Disagree	When all legal, signage, regulatory requirements have been decided, and is ready for operation i.e. at "date x" you will get fined for driving a non-compliant vehicle through the LEZ.	Need to have some reference to a grace period - how long this is etc. and if this is considered in "comes into effect" definitions.

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
59	Glasgow	7	Amey	Disagree	Disagree	Strongly Agree	Disagree	It comes into effect on the date warning letters during the grace period start to be issued.	What consideration is being given to the impact on businesses within the LEZ?
60	Glasgow	10	South Lanarkshire Council	Strongly Disagree	Disagree	Agree	Agree	The LEZ would become effective following a set procedure which would include consultation with interested parties. Coming into effect would be when vehicles must adhere to regulations set for the zone	
61	Glasgow	10	Showman's Guild	Agree	Disagree	Agree	Disagree	Becomes law and can be enforced	An opportunity for a clear and distinct system across Scotland
62	Glasgow	10	Showman's Guild	Agree	Disagree	Agree	Disagree		Opportunity to make LEZ clearer
63	Glasgow	10	Showman's Guild	Agree	Agree	Agree	no answer		
64	Glasgow	10	Environmental Industries Commission	Strongly Disagree	Strongly Disagree	Agree	Agree	Legally binding, e.g. charges or fines can be issued for contravention of the LEZ	Needs to be lead in awareness campaign of requirements before LEZ goes live, and tailored to different audiences e.g. difference between private citizen with one old diesel vehicles and a truck fleet operator
65	Glasgow	10	SEPA	Disagree	Disagree	Agree	Disagree	The grace period begins	Opportunity for national consistency across all Scottish Cities. Technology innovations moving fast, legislation must NOT stipulate.
66	Aberdeen	3	Federation of British Historic Vehicle	Strongly Disagree	Strongly Disagree	Agree	Strongly Agree	The date from which everything must be lawful (whether compliant or a valid exemption registered)	People need to be given time to plan/ save/ apply. Businesses may need support also. Thought towards normal fleet replacement cycles needed.
67	Aberdeen	3	Aberdeen City Council	Disagree	Disagree	Strongly Agree	Agree	LEZ is operation with signage and degree of enforcement. Agreed start date and time when compliance required. Enough lead in time for members of the public and stakeholders to prepare and understand fully the requirements	There needs to be a degree of public and stakeholder engagement so that impacts on all users can be understood and considered and an appropriate balance can be struck between addressing air quality/ health objectives and not inconveniencing the public/ stakeholders so much that businesses start to struggle and people choose to keep away from particular areas.
68	Aberdeen	3	Aberdeenshire Council	Disagree	Disagree	Strongly Agree	Agree	Go live date following appropriate trialling of clear signage - black on yellow, Transport Font 1050x 750 minimum when ANPR cameras are switched on	Need to think about cost of signage especially on side street entering beyond "gateways" and also visibility/ branding of signs - Saatchi design anyone? And sign clutter! Currently so many regulatory signs e.g. speed restrictions OR bus lane enforcement it is easy to get caught out and stuck without realising and being liable for penalty charges.

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
69	Aberdeen	3	Aberdeen Friends of the Earth	Disagree	Disagree	Strongly Disagree	Strongly Disagree	First point where the new rules apply	There may be a phased approach, including the possibility of wider zone as it proceeds
70	Aberdeen	3	Motorcycle Action Group	Disagree	Strongly Disagree	Disagree	Strongly Agree	Banning of certain vehicles and fining rule breakers if they enter a LEZ	All motorcycles older than Euro 3 will be banned from the city centre LEZ. All motor cycle dealers are in the city centre in Aberdeen
71	Aberdeen	2	NHS	Strongly Disagree	Strongly Disagree	Agree	Strongly Agree	Comes into force, and in use	What is the difference between charge and fine?
72	Aberdeen	2	Stagecoach	Strongly Disagree	Strongly Disagree	Disagree	Agree	<ul style="list-style-type: none"> - Any charges for breaches can be applied - Monitoring of levels to see if an improvement has been made - After the public have had a good, clear warning and alternative travel options are in place 	
73	Aberdeen	2	Whytes Coaches Ltd	Strongly Disagree	Disagree	Agree	Strongly agree	When all of the studies have been completed, with up to date data.	
74	Aberdeen	2	Supplier	Disagree	Disagree	Agree	Disagree	When enforcement commences	
75	Aberdeen	2	not disclosed	Strongly Disagree	Strongly Disagree	Strongly Disagree	Strongly Agree	The time/ date at which it becomes enforceable	There should be adequate communication (clear and unambiguous) at a reasonable time before it comes into effect.
76	Aberdeen	2	FSB	Strongly Disagree	Disagree	Disagree	Agree	The date/time when charges/ restrictions begin	
77	Aberdeen	2	Stagecoach	Strongly Disagree	Strongly Disagree	Disagree	Strongly Agree	All aspects of the zone have been considered, decided upon and consequences established.	Communication and consultation is key.
78	Aberdeen	1	NHS Grampian	Strongly Disagree	Strongly Disagree	Agree	Strongly Agree	Comes into effect means at an agreed date once the public consultation has taken place, all details have been made available in plain English, data has been analysed and interpreted, local residents considered, health inequalities considered. All partners and public need to be involved from start	I agree with Q3, but only if all necessary consultation and work with partners e.g. NHS and other has taken place, and public affected have been fully involved.
79	Aberdeen	1	Rosemount and Mile End Community Council	Strongly Disagree	Strongly Disagree	Strongly Agree	Agree	Goes live as the law comes into effect. You could be fined if you transgressed the law	Law "comes into effect" on a specific date when it is applied. Grace period starts from that date.

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
80	Aberdeen	1	EVA Scotland	Strongly Disagree	Strongly Disagree	Strongly Agree	Strongly Disagree	When LEZ control system are proved to work and "go live"	Public notifications and signage are very important and possibly a " learning and introductory" period of time to allow public awareness/ understanding
81	Aberdeen	1	Aberdeenshire Council	Strongly Disagree	Strongly Disagree	Agree	Agree	The start date, the date when certain vehicles can no longer enter a specific zones/streets/roads	
82	Aberdeen	1	not disclosed	Strongly Disagree	Strongly Disagree	Agree	Strongly Agree	Goes live; starts commencing	Important that public is consulted and more so the LEZ start date is advertised widely by media/campaigns/news/TV etc.
83	Aberdeen	5	First Group	Strongly Disagree	Strongly Disagree	Strongly Disagree	Strongly Agree	Takes in to effect the impact of compliance re the commercial cost of this as there is a limited commercial benefit to be in compliance. A significant cost to retrofit should be fully covered out with the operator. Timescales need to be realistic and reflect local circumstances e.g. Passenger decline in Market which does not add case for investment.	The LEZ needs to be recognise the impact of traffic flows and if we are to encourage a switch to public transport priority through the subsequent changed traffic flows need to be taken into consideration. Equivalent car journeys vs. public transport need to be positively targeted to encourage modal shift. Wider a field infrastructure changes need to be allocated here with notifiable infrastructure capex available to achieve this.
84	Aberdeen	5	SEPA	Disagree	Strongly Disagree	Strongly Agree	Agree	The actual start date in which enforcement commences	I don't like item 4 above as it can lead to delay and confusion. It might be an option, but it should be one that should be avoided if possible. We need consistency in Scotland!
85	Aberdeen	5	Aberdeen City Council	Strongly Disagree	Strongly Disagree	Disagree	Agree	"comes into effect" is when restrictions/penalties commence. Can be phased process as in Glasgow, needs to be realistic.	Q3 - "go live" date must be approved after consultation and probably ministerial approval to confirm appropriate. However, agree that in principle will be set by the council
86	Aberdeen	5	Not clear	Agree	Disagree	Agree	Disagree	See 9(1)(B) and 10(4) - cover this issue	Ref 4 - vague and ambiguous
87	Aberdeen	4	Cults Miltimber Bieldside CC	Strongly Disagree	Disagree	Strongly Disagree	Agree	The date by the local authority i.e. after item 4	
88	Aberdeen	4	Energy Saving Trust	Strongly Disagree	Disagree	Agree	Agree	When the grace period begins, so drivers need to ensure they are or are implementing very soon, regular changes which means they meet the standards of the LEZ.	

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
89	Aberdeen	4	University of Aberdeen	Strongly Disagree	Strongly Disagree	Agree	Disagree	The point at which vehicles are actually restricted from the LEZ	S "soft launch" may be desirable as many vehicle users will not be aware of their own emissions. The soft launch could be a month where notices are issued to those who breach the conditions but not charged.
90	Aberdeen	4	Nestrans	Disagree	Disagree	Agree	Agree	A date set, agreed locally! (council as road authority). Lots of publicity etc around the date. TRO's required etc.	LEZ will require lots of signage, paint on road etc, so road users are very aware they are entering zone and consequences, fines, what the restrictions are etc.
91	Aberdeen	4	Leiths (Scotland) Ltd	Strongly Disagree	Strongly Disagree	Disagree	Strongly Agree	Time at which legislation becomes "live" and when restrictions begin	Need for consultation with businesses and public ensure fair implementation and practice. LEZ scheme must be workable in all areas (cities)
92	Aberdeen	4	Nestrans	Disagree	Disagree	Agree	Agree	There needs to be a date that any restriction goes live and starts to apply to vehicles	The go live date may be subject to challenge, so only once this is known agreed and properly in place should the restrictions apply, but there may also be grace periods until everyone becomes fully aware.
93	Dundee	6	NHS	Disagree	Disagree	Agree	Agree	The laws apply	How long is the "grace period"
94	Dundee	6	City of Edinburgh Council	Strongly Disagree	Strongly Disagree	Strongly Agree	Strongly Disagree	A specified date/time, whereby enforcement/ monitoring for warning purposes could commence and also the time at which grace periods begin	
95	Dundee	6	Xplore Dundee	Strongly Disagree	Strongly Disagree	Agree	Agree	Agreed dates, phased over time, to reach the targets. This must be agreed with all major stakeholders as it is not possible to change overnight	Date should be agreed with all stakeholders. Strength is required in standing up to strong targets for car use with the public.
96	Dundee	6	Xplore Dundee	Strongly Disagree	Strongly Disagree	Agree	Agree	Date when LEZ starts to restrict access	LEZ should be applied across all modes of transport including rail.
97	Dundee	6	SWECO	Disagree	Strongly Disagree	Agree	Agree	To be in place and operational	This will need announcements in plain/simple language of "start date" IE from this date you will be fined if you enter with a non-compliant vehicle. Careful and good communications
98	Dundee	6	Ricardo EE	Disagree	Disagree	Strongly Agree	Strongly Agree	When restrictions are placed on road traffic access based on emissions, whether in full or part.	
99	Dundee	3	EVA Scotland	Strongly Disagree	Strongly Disagree	Strongly Agree	Agree	Regs apply	Need a grace period. Signage very important
100	Dundee	3	Motorcycle Action Group	Strongly Disagree	Strongly Disagree	Strongly Disagree	Disagree	LEZ comes into operation with restrictions enforceable by law.	the LEZ cannot come into effect until primary and secondary legislation is in place, then date of adoption will be following public consultation/ inquiry has been concluded, then if in agreement at a go live date picked by the council

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
101	Dundee	3	NHS	Agree	Disagree	Agree	Agree	I would suggest that this would mean when it starts	In my view is a grace period ideal? This could cause confusion and further issues for operators
102	Dundee	3	Dundee City Council	Strongly Disagree	Strongly Disagree	Agree	Disagree	Once legislation is passed, local authority adapts, public consultation has happened and finally when a local authority sets an implementation date	
103	Dundee	3	Dundee City Council	Disagree	Disagree	Agree	Strongly Agree	When all the necessary consultations have been concluded and the scheme has been given parliamentary approval to begin	
104	Dundee	3	SAS	Disagree	Disagree	Agree	Disagree	The date when the actions applicable to the LEZ change or have the legal powers to change behaviours and deliver the objectives of the LEZ.	
105	Dundee	3	Dundee City Council	Strongly Disagree	Strongly Disagree	Agree	Agree	After an agreed transition period - comes into full effect	
106	Dundee	1	British Lung Foundation	Disagree	Disagree	Strongly Agree	Agree	As of tomorrow x vehicles will no longer be allowed in x defined space	It should be very clear if your vehicle is allowable
107	Dundee	1	Dundee City Council	Strongly Disagree	Strongly Disagree	Agree	Agree	Legal definition per act and regulations as then amended to by a local authority "spirit" of LEZ could commence prior but ability to enforce not paramount	The "grace period" is crucial for citizens to begin to regulate then use of transport
108	Dundee	1	KPMG	Disagree	Disagree	Agree	Strongly Agree	Penalties will apply. Important to consider wider socio-economic impact e.g. isolating those who can't afford elec vehicle and have no pragmatic public transport option - before enforcing a blanket ban/ penalty.	Wider issues to consider - public transport reliability, displacement, impact of online shopping, what's the purpose of a city centre (employment/recreation/arts/culture/tourism etc.)
109	Dundee	1	Dundee and Angus College	Strongly Disagree	Strongly Disagree	Agree	Strongly Agree	When the rules and restrictions of the LEZ start to be implemented and enforced.	
110	Dundee	1	Perth and Kinross Council	Strongly Disagree	Strongly Disagree	Strongly Agree	Strongly Agree	When the restrictions are policy and penalties can be imposed for failure to comply	

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
111	Dundee	1	Perth and Kinross Council	Strongly Disagree	Strongly Disagree	Strongly Agree	Strongly Agree	Day when restrictions apply	Need a realistic timeframe between decision to create and when it comes into effect.
112	Dundee	2	Voluntary Sector	Strongly Disagree	Strongly Disagree	Agree	Strongly Agree	Penalties will enable for contravention, If penalties are not enabled, the scheme can only be for record purposes	
113	Dundee	2	Sustran	Strongly Disagree	Strongly Disagree	Strongly agree	Strongly Disagree	Coming into effect means that from that day, the scheme is in place and (whether it is already enforced or not) "live"	
114	Dundee	2	Angus Council	Strongly Disagree	Strongly Disagree	Strongly Agree	Strongly Disagree	It becomes an offence to breach the terms of the LEZ	Grace period complicates it but changing vehicles for business and members of the public takes time so it is good to have this. Warning letters should be used during the grace period.
115	Dundee	2	Dundee City Council	Strongly Disagree	Strongly Disagree	Strongly Agree	Disagree	"Come into effect" - from the "go live" date the operation of the local scheme can define the date for when enforcement of " the offence" will be implemented	Grace periods - helpful if these are written into the scheme and well publicised to allow people to prepare for when enforcement is implemented.
116	Dundee	2	IBI Group	Strongly Disagree	Disagree	Agree	Agree	Goes live, if the "system is switched on and you then begin the grace period	
117	Dundee	2	Perth and Kinross Council	Disagree	Disagree	Agree	Disagree	Re point 1, in an ideal world this would be how it works, but in reality this may not be feasible - grace period required (especially re enforcement), but should not be delayed by point 4	"comes into effect" or "is effective!" i.e. Re AQ
118	Dundee	4	Sustran	Disagree	Strongly Disagree	Strongly Agree	Strongly Disagree	Vehicles restricted from the LEZ can no longer enter the LEZ without penalty (excluding grace period)	"Comes into effect" is when the LEZ starts to impact on businesses, people, communities. It must be clearly delivered across the country.
119	Dundee	4	Dundee City Council	Disagree	Disagree	Strongly Agree	Disagree	The LEZ becomes operational and the council can/may take enforcement action against motorists who contravene the LEZ restrictions. Legally competent	The council would like to avoid protracted inquiries and try to deliver a workable solution that takes a pragmatic and holistic approach considering all objectives at the council. The LEZ must take a broad approach.
120	Dundee	4	Angus Autogas Conversions	Disagree	Disagree	Agree	Disagree	Penalties apply to non-compliant vehicles after the LEZ comes into effect	A grace period makes sense to allow for public to make the necessary changes

No.	Workshop	Group number	Organisation	Statement 1	Statement 2	Statement 3	Statement 4	Statement 5 comments	Statement 6 comments
121	Dundee	4	Tactran	Strongly Disagree	Strongly Disagree	Strongly Agree	Disagree	Enforcement of the LEZ begins on a defined date/ time	The "grace period" should only apply to residents/ businesses within defined area
122	Dundee	4	Sestran	Disagree	Disagree	Agree	Disagree	When the system to enforce is operational and the system can operate	A council will agree a start date when all legalities are done (including consultation)

Task 3

Event	Group	Ranking											Other Option?
		Option 1	Option 2	Option 3	Option 4	Option 5	Option 6	Option 7	Option 8	Option 9	Option 10	Option 11	
Glasgow	Group 2	Least	Medium	Medium	Least	Least	Least	Most	Medium	Medium	Most	Most	
	Group 3	Medium	Most	Most	Least	Least	Least	Medium	Medium	Most	Least	Least	
	Group 4	Medium	Most	Most	Most	Medium	Least	Most	Medium	Most	Most	Medium	
	Group 5	no answer	no answer	no answer	no answer	no answer	no answer	no answer	no answer	no answer	no answer	Most	
	Group 6	Least	Medium	Medium	Most	Most	Most	Least	Medium	Least	Most	Most	
	Group 7	no answer	no answer	no answer	no answer	no answer	no answer	no answer	no answer	no answer	Most	no answer	
	Group 8	Least	Least	Least	Most	Least	Least	Medium	Least	Most	Medium	Most	
	Group 9	Least	Least	Least	Least	Least	Least	Medium	Medium	Medium	Most	Medium	
	Group 10	Least	Least	Least	Medium	Medium	Medium	Medium	Least	Least	Medium	Most	First offence cars/vans: £100 reduced to £50 if paid within 14 days Bus/Coach/ HGV: £750, reduced to £375 is paid within 14 days

Event	Group	Ranking											Other Option?
		Option 1	Option 2	Option 3	Option 4	Option 5	Option 6	Option 7	Option 8	Option 9	Option 10	Option 11	
Aberdeen	Group 1	Least	Least	Least	Medium	Most	Medium	Medium	Medium	Least	Medium	Medium	
	Group 2	Least	Least	Least	Least	Medium	Least	Least	Least	Least	Most	Most	Penalty charges different for differing vehicle types. Can/Van/taxi: £60 LGV/HGV: £500 Bus/Coach; £500 Penalty charge increases with increasing number of contraventions
	Group 3	Least	Least	Least	Medium	Least	Least	Medium	Most	Most	Most	Medium	
	Group 4	Least	Least	Least	Medium	Medium	Medium	Medium	Medium	Medium	Most	Most	
	Group 5	Medium	Most	Medium	Medium	Most	Medium	Least	Least	Least	Least	Least	

Event	Group	Ranking											Other Option?
		Option 1	Option 2	Option 3	Option 4	Option 5	Option 6	Option 7	Option 8	Option 9	Option 10	Option 11	
Dundee	Group 1	Least	Least	Least	Least	Least	Least	Medium	Medium	Medium	Most	Most	penalty charges different for differing vehicle types with surcharge option: First offence: £60 reduced to £30, second offence £120 reduced to £60. Incremental up to max £480. HGV/Bus/coach - £100 reduced to £50, £200 reduced to £100, incremental up to max £800
	Group 2	Least	Least	Least	Least	Least	Least	Medium	Medium	Medium	Most	Most	
	Group 3	Medium	Medium	Medium	Least	Medium	Least	Least	Medium	Least	Medium	Medium	penalty charges different for differing vehicle types with surcharge option: First offence: £60, second offence £60, third offence escalates. Max £200.
	Group 4	Medium	Medium	Least	Least	Least	Least	Most	Medium	Least	Least	Least	
	Group 6	no answer	no answer	no answer	no answer	no answer	no answer	no answer	no answer	no answer	Most	no answer	

Task 4

(1) What are the objectives of a LEZ?

Brainstorming output	Category
Glasgow	
To improve air quality in designated area	Improve Air Quality
To improve public health	Improve Public Health
To raise awareness of transport-related air pollution	Raise Awareness of effects of transport related air pollution
To influence travel-related behaviour change	Promote travel related behavioural change
To quicken the uptake of less pollution vehicles	Increase the uptake of less polluting vehicles
Reduce congestion (possibly) - by product	Reduce congestion
All sectors of society need to take ownership, not just transport	Holistic approach
Reducing reliance in homes on gas and central heating	Holistic approach
Potential problem - dirty fleets simply shifted elsewhere	Displacement of dirty fleets elsewhere
Public health - has to be main objective.	Improve Public Health
Behaviour change (travel)	Promote travel related behavioural change
Improve health - increased activity levels	Improve activity levels
Meeting legislation requirements	Compliance with legislation
Passenger benefits	Improve public transport service
Different modes of transport being adopted	Modal shift
Quality of life	increase quality of life
Less demand on services	Decrease demand on services
Reduce carbon emissions	Reduce carbon emissions
Reduce NOX and PM 10/2.5	Improve Air Quality
Education	Educate public benefits of LEZs
Next generation technology (engines & tyres)	Encourage next generation technology
Air quality - compliance with legal limits	Improve Air Quality
Modal shift	Modal shift
Wider outcomes and linkages to other objectives	Holistic approach
More reliable journey times (by public transport)	Improve public transport service
Reduced congestion, fewer vehicles	Reduce congestion
Reduced cost on NHS	Decrease demand on services
Improved spaces for people	Placemaking
Encourage alternative ways of travelling	Modal shift
Increase use of low-emission vehicles	Promote use of low-emission vehicles
Primary - to achieve EU Air Quality limit	Improve Air Quality
Improve beyond EU limits one achieved	Improve Air Quality
Positive modal shift	Modal shift
Secondary: Annual continual improvement in AQ	Improve Air Quality
Health and wellbeing (save NHS money)	Improve Public Health
Save NHS money	Decrease demand on services
Distributional impacts - equality, social distribution	Holistic approach
Placemaking - improved quality of life, better public spaces, replacing car parks with habitat	Placemaking
Part of holistic approach	Holistic approach
Economy	Positive impact on economy

Brainstorming output	Category
Build confidence in GN	Misc
GHG reductions - Climate Change Act.	Reduce carbon emissions
not to be perceived as money raising exercise - ring fenced for positive alternatives	Ring fence revenue for improving air quality
Everybody wins - get the message right	Misc
Aberdeen	
Reduce deaths and hospital admissions due to poor air quality	Improve Public Health
Reduce congestion in city centres	Reduce congestion
Modal shift - public transport & active travel	Modal shift
Reduce journey times	Improve public transport service
Discourage unnecessary journeys	Discourage unnecessary journeys
Encourage cleaner and low carbon vehicles	Promote use of low-emission vehicles
Place making	Placemaking
Comply with air quality legislation	Compliance with legislation
Improve environment for pedestrians	Improve environment for pedestrians
Dundee	
Reduce emissions	Reduce emissions
Improve air quality	Improve Air Quality
Comply with EU legislation - air quality standards	Compliance with legislation
Increase proportion of low emission vehicles	Promote use of low-emission vehicles
Public health	Improve Public Health
increase active travel	Promote active travel
Placemaking - quality and safety	Placemaking
Increase economic activity e.g. tourism, sustainable travel, making city a more pleasant place	Increased economic activity
hubs for last mil deliveries	Placemaking
Potential improved journey times	Improve public transport service
Increase public awareness	Educate public benefits of LEZs
Encourage mode/ shift/ increase use of public transport	Modal shift
Increase revenue for local councils	Ring fence revenue for improving air quality
Cost to businesses	Misc
Encourage innovation in cleaner vehicle design	Encourage next generation technology
Compliance with national rules and regs and environmental goals	Compliance with legislation
Reinvestment in eco-friendly opportunities	Ring fence revenue for improving air quality
Air quality improvement	Improve Air Quality
Health improvement	Improve Public Health
Consider wider policies and objectives at council area	Holistic approach
Sustainable transport	Sustainable transport
Active travel	Promote active travel
Climate change	Reduce carbon emissions
Objectives have to be clear and consistent (all areas)	Misc
Secondary objective (mobilised by LEZ?) synergies and tensions, btw not over riding AQ/Health	
Must ensure objs link back to Aq/ health	Improve Air Quality
Evidencing obj outcomes re AQ, esp health	Improve Public Health
Improve air quality by reduction of emissions	Improve Air Quality
Promote uptake of low emission vehicles	Promote use of low-emission vehicles

Brainstorming output	Category
Levels of PM2.5, NOX, PM10 - meet legal objectives	Compliance with legislation
Encourage modal shift - cycling/ walking etc.	Modal shift
Reduce quantity of vehicles - primarily private	Discourage unnecessary journeys
improving public health	Improve Public Health
Educate public perception	Educate public benefits of LEZs
Local Economy benefits due to modal shift	Positive impact on economy
Pride in our greener city	Misc
Reduce travel/journey time of buses to encourage use	Improve public transport service
Improve safety in streets	Improve safety
No unintended consequences - relocate problem, impact social deprivation	Misc
Holistic approach	Holistic approach
increase life expectancy	Improve Public Health
How we measure success (per passenger emission)	Misc
Enforcement - clear	Misc
Promoting tourism	Promote tourism
Reduce congestion	Reduce congestion
Get vehicle stock compliant	Compliance with legislation
Improve quality and value of public transport	Improve public transport service
Generate funding - for transport	Ring fence revenue for improving air quality

(2) What are the interrelationships between various transport, planning and other associated policies?

Brainstorming output	Category
Glasgow	
Traffic management - individual city level/ cross border	Traffic management
Infrastructure Plans -park and ride -bus priority measures -vehicle segregation (bus lanes/freight) - EV infrastructure (power grid considerations)	Park and ride
Infrastructure Plans -park and ride -bus priority measures -vehicle segregation (bus lanes/freight) - EV infrastructure (power grid considerations)	Bus Priority measures
Infrastructure Plans -park and ride -bus priority measures -vehicle segregation (bus lanes/freight) - EV infrastructure (power grid considerations)	Road space
Infrastructure Plans -park and ride -bus priority measures -vehicle segregation (bus lanes/freight) - EV infrastructure (power grid considerations)	EV Infrastructure
regional investment in alternative modes	Modal shift

Brainstorming output	Category
freeing up road space for better mix of mode	Road space
Active travel (walking/cycling)	Active travel
Most efficient movement of people	Transport efficiency
Planning Ensure all transport modes (esp. public transport connectivity) modes are considered Out of town shopping centres/ housing developments	Planning
National consistency - with Scotland and UK wide	National consistency
Financial investment National, city, local "unseen" impact of change in behaviour affects pots. E.g. car parking revenues	Financial investment
Local transport strategy	Local transport strategy
National transport strategy	National transport strategy
Projects led by Regional Transport Partnerships	Regional Transport Partnerships
Business logistics planning	Businesses
Cleaner Air for Scotland (CAFS) steering group.	CAFS
Air quality	Misc
Environmental	Environment & sustainability
Health and wellbeing	Health and wellbeing
Public health policy	Public health policy
Regeneration	Regeneration
Commerce	Commerce
Business Development	Businesses
EV infrastructure	EV Infrastructure
Enforcement	Enforcement
Scottish Government	Scottish Government
Local Government	Local Government
Regional Transport Partnerships	Regional Transport Partnerships
Local and industrial strategy	Local transport strategy
Sustainability	Environment & sustainability
Planning	Planning
Green space	Place making
Housing development	Planning
National Transport and STPR Strategy	National transport strategy
Placemaking	Placemaking
Road - user hierarchy	Road space
Infrastructure	Infrastructure
Accessible transport	Accessible transport
Reallocation of road space	Road space
Active travel	Active travel
Alternative modes of transport	Modal shift
TRO system	TRO
Consultation	Consultation
Local inquiry	Local inquiry
Wider transport measures	Misc
Time/ congestion	Congestion

Brainstorming output	Category
Emergency services	Emergency services
Increase sustainable transport	Environment & sustainability
Better cycle lanes	Active travel
Park and ride	Park and ride
Incentive for cleaner vehicles	Cleaner vehicles
Connectivity to bus & trains	Connectivity
Affordable public transport	Affordable public transport
Health and wellbeing	Health and wellbeing
Congestion charges/ management	ULEZ/CAZ
Transport policy - integration	Transport policy
Planning policy	Planning
Green spaces	Placemaking
New development parking	parking
Accessibility for public transport	Accessible transport
Charge points (EV)	EV Infrastructure
Electric vehicles/ strategy/ national delivery	EV Infrastructure
Incentives for employers not to use vehicles	Businesses
Construction policy	Construction policy
Economic policy	Economic policy
Climate change Act	Environment & sustainability
RPP3	Misc
Active travel policy	Active travel
Timetabling synchronisation	public transport
Real time information	Misc
Life cycle analysis	Life cycle analysis
Parking levy	Workplace Parking Levy
Cycle schemes	Cycle schemes
Traffic Management	Traffic management
Aberdeen	
Transport	Transport
Education	Education
Public health	Public health policy
Active travel	Active travel
Planning of housing infrastructure	Planning
Environment	Environment & sustainability
Business	Businesses
Public awareness	Public awareness
Encourage wider and longer lasting change (one piece of the jigsaw	Policy
increased investment in mass transit and active travel facilities	Active travel
Balance - scheme that achieves objectives without unintended negative consequences - buses part of the solution as well as possible problems	public transport
Diversification from oil and gas to more efficient fuels/ renewables. Just transition - reskilling the industry as oil and gas declines	Energy industry
Package of measures to encourage smaller/ cleaner vehicles (P.T.Ws) and maximise occupancy of personal vehicles (car-sharing)	Cleaner vehicles
Dundee	

Brainstorming output	Category
Air quality LAQM AQAP	LAQM
Climate change	Environment & sustainability
Active travel,	Active travel
Pedestrianisation	Placemaking
Cycle paths	Active travel
Reduced congestion	Congestion
Transport planning	Transport planning
TROs	TRO
Modal shift	Modal shift
TROs	TRO
Local traffic flow	Local transport strategy
Taxi policies	Taxis
Economic development	Economic policy
Tourism policy	Tourism
Management of planning to ensure LEZ continues to be effective. More holistic approach	Planning
Sponsors of public transport	public transport
Reduce costs to public	Cost of public transport
Business - tax	Businesses
Traffic priorities	Traffic management
PTW access	Misc
Bus lanes	Traffic management
Traffic lights	Traffic management
Public transport	public transport
Funding	Funding
Transport infrastructure	Transport infrastructure
Delivery hubs	Transport infrastructure
Development control	Misc
Land use planning	Planning
Funding	Funding
Promote modal shift	Modal shift
Drive other policies re alternatives to travel	Alternatives to travel
Other policies - health, climate change	Environment & sustainability
Sustainability	Environment & sustainability
Low carbon (CO2 benefits (Synergies))	Environment & sustainability
Vehicle manufacturers - impacts/ pressure	Vehicle manufacturers
Consider existing planned improvements (long term) vs do nothing AQ improvements	Misc
Car parking policies	Car parks
City centre (LEZ) management	Planning
Taxation	Tax
Planning/ development - LDP's etc, Land use	Planning
Conflicting policies e.g. economically/ needs	Economic policy
Existing infrastructure	Infrastructure
Road and public transport - local/ national	public transport
Costs re vehicle replacement/ retrofit	Retrofit

Brainstorming output	Category
Exemptions inc. vehicles/ events	Exemptions
Freight community	Freight
Blue badge holders	Blue Badge Scheme
Emergency vehicles	Emergency services
Social inclusion/ equalities	Social inclusion/ equalities
Public transport - alternatives to cars, impact re costs	public transport
Transport - scrappage/ electric/ needs/ costs for agencies	Transport policy
Taxis - licencing/ procurement	Taxis
Community access e.g. schools	Community access
Business impact - esp. within LEZ	Businesses
Value of vehicles/ property	Value of vehicles
Value of vehicles/ property	Value of property

(3) Who should be consulted?

Brainstorming output	Category
Glasgow	
Public	Public
Residents within zone	Residents within zone
Businesses within zone	Businesses
Businesses passing through zone	Businesses
Campaign bodies (e.g. Sustrans, Friends of the Earth)	Campaign bodies
Emergency services	Emergency services
NHS	NHS
Royal Mail	Royal Mail
Neighbouring local authorities	Local authorities
Regional transport partnerships	Regional transport partnerships
Scottish Government	Scottish government
SEPA	SEPA
Transport Scotland	Transport Scotland
Chamber of commerce	Chamber of Commerce
Federation of Small Businesses	FSB
Taxi operators	Taxi operators
Bus operators	Bus operators
Trade bodies	Trade bodies
Specialist operators	Specialist operators
Motorcycle groups	Motorcycle groups
RAC/AA	RAC/ AA
Transport Authorities (LA)	Local authorities
Car rental companies	Car rental companies
Construction industry	Construction industry
Road haulage association	Road Haulage Association
Delivery	Delivery companies
Freight Transport Association	Freight Transport Association

Brainstorming output	Category
CPT (buses)	CPT
Contingency planning/emergency planning	Planning
Continuous review should be taken into account - rather than revoke - ensure it is still fit for purpose. Publically available data.	Misc
Only if say NO reduction - then revoke - very unlikely scenario!	Misc
HDV and Haulage	Road Haulage Association
Local businesses	Businesses
SMEs who drive	SMEs
Blue light organisations	Emergency services
PR/Communication/social media	Media
Community transport operators bringing users who can't access public/private transport into city centres	Community Transport Operators
Lower income car users who currently need a car to access work in city centres	Lower income car users
All income groups	Public
General public	Public
Private car park companies	Car park companies
Planning	Planning
Health boards	Health boards
Housing developers/builders	Housing developers
Housing association	Housing association
Sustrans	Sustrans
Hospitals	Hospitals
Disabled groups	Disabled groups
Taxi companies & private hire	Taxi operators
Public transport providers	Public transport providers
What supporting information need to be made available e.g. no engine idling, real world emissions by types of vehicles.	Misc
Lessons learned from existing schemes from UK.	UK local authorities
Impact of events - support network. Option engineering.	Misc
Active travel organisations	Active travel organisations
People living within LEZ area	Residents within zone
What happens with consultation feedback? Scale of local enquiry and timescales - level of veto.	Misc
SEPA	SEPA
SNH	SNH
Historic Environment	Historic Environment
Road Haulage	Road Haulage Association
Bus & Coach,	Public transport providers
Taxi & private hire	Taxi operators
Local businesses	Businesses
Drivers	Public
Local authority	Local authorities
Local councillors	Local Councillors

Brainstorming output	Category
Community councils	Community Councils
Sustrans	Sustrans
SPT	SPT
Charity offices/ shops	Businesses
Police	Emergency services
Community planning partnerships	Community planning partnerships
AA & RAC (vital or nice to have?)	RAC/ AA
Differentiate between stages (making, amending or revoking)	Misc
Rail	Rail
All emergency services	Emergency services
3rd sector	Third Sector
user groups	Public
disability groups	Disabled groups
motorcycles	Motorcycle groups
retail/ business important	Businesses
car park operators	Car park companies
How?: Forecasting, Scoping, Main, alternative, public transport	Misc
When? First stage	Misc
Children's representatives (children and young people's commissioner)	Children's representatives
Schools, educational institutions	Educational institutions
Local health boards	Health boards
Chamber of commerce/ SMEs	Chamber of Commerce
Pedestrian and cyclist representative groups.	Active travel organisations
Aberdeen	
All stakeholders	All Stakeholders
Public	Public
Public bodies	Local authorities
bus operators	Public transport providers
NHS	NHS
Emergency services	Emergency services
Local businesses	Businesses
Tourism	Tourism organisations
Private hire fleet	Taxi operators
Wider Aberdeenshire	Local authorities
Open consultation	Misc
National fleets	National Fleets
Specialist groups (vintage/ motorcycles)	Vintage car groups
Disabled user groups	Exemptions
Schools/ pupils	Educational institutions
Universities	Educational institutions
needs to be certainty on the length of the LEZ before review	Misc
Consistent approach across Scotland	Misc
At least review every 5 years	Misc
Car dealerships within LEZ	Car dealerships

Brainstorming output	Category
General public	Public
Carriers/ public transport operators	Public transport providers
No politicians	Misc
Elected representatives	Elected representatives
Waste collection/ trade waste	Waste collection providers
Competent "experts" who understand the issues	AQ/LEZ experts
Hauliers	Road Haulage Association
Business organisations	Businesses
Residents of proposed zones	Residents within zone
Local community representatives	Community Councils
Businesses within zone	Businesses
Health organisations	Health boards
Locate GP surgeries	Health boards
All organisations within Zone	Businesses
Technology providers	Technology providers
Harbour	Harbour
Emergency services	Emergency services
local authority departments - roads, planning etc	Local authorities
Couriers	Delivery companies
Social inclusion groups	Social inclusion groups
Equality/ disability groups	Disabled groups
Construction firms	Construction industry
Tourism organisations	Tourism organisations
Taxi firms	Taxi operators
Traffic control/ enforcement bodies	Enforcement bodies
Coaches	Coach providers
Maritime/harbour bodies/ferries/shipping	Harbour
T.S.I Eg. ACVO	Misc
Dundee	
NHS - CPHM	Health boards
SG/ TS	Scottish government
Neighbouring local authorities	Local authorities
Public/ residents	Residents within zone
public transport operators	Public transport providers
Business	Businesses
Freight operators	Freight Transport Association
Emergency services	Emergency services
Local services	Local services
Taxi forums	Taxi operators
SEPA	SEPA
Politicians	Elected representatives
Voluntary agencies	Voluntary agencies
Equalities groups	Equalities groups
Tourism forums	Tourism organisations
Network rail (interface with other modes of travel)	Rail
Schools/ educational establishments	Educational institutions

Brainstorming output	Category
Regional transport partnerships	Regional transport partnerships
Residents	Residents within zone
Local businesses	Businesses
Bus companies	Public transport providers
Taxi operators	Taxi operators
Special events transport operators - carnival procession	Events transport operators
Emergency services	Emergency services
Health boards	Health boards
Patient forums	Health boards
Voluntary organisation	Voluntary agencies
Haulage operators	Road Haulage Association
Community transport	Community Transport Operators
Alternative transport - cycles, motorcycles, elec scooters	Active travel organisations
Local authorities	Local authorities
Education providers - pupils	Educational institutions
Societies	Public
Care homes	Care home providers
Coach operators	Coach providers
Scotrail	Rail
vehicle hire companies	Car hire companies
local delivery - mobile shops	Delivery companies
Commuters	Public
Interested parties	Interested parties
Driving distribution	Businesses
Street markets	Events transport operators
Historic vehicles	Historic vehicle groups
Generation/ building plant	Construction industry
Tourists	Tourism organisations
Key agencies (e.g. SEPA)	SEPA
Community councils	Community Councils
Event organisers	Event organisers
Young people	Children's representatives
Media/ comms	Media
Mental health/ social/ deprived/ minority groups	Specialist groups
Need to think about proportionality and ability to succeed	Misc
Participation statement experience through planning regime	Planning
Elderly	Elderly representatives

Task 5

(1) What makes a good guidance document, what should it contain and why?

Brainstorming output	Category
Glasgow	
Bespoke to the target audience e.g. Local Authorities Businesses Elected representatives The public	Bespoke to target audience
Available in multiple formats, languages.	Different formats
Interactive e.g. toolkits, flowcharts, videos	Interactive
Plain English and concise	Clear and Concise
Plain English and concise	Plain English
Include signposting to related information	Links to relevant information
Parameters should be clear Mandatory vs decided at local level	Clear and Concise
Endorsed/ approved by relevant people/ groups	Endorsed by relevant people/groups
Cognisance should be taken of the wider impacts	Awareness of wider impacts
Public version should be short and concise	Clear and Concise
Real time document - maintained and up to date links, contacts etc	Reviewed and maintained
Ownership of guidance needs to be clear.	Ownership clear
Single point of info for nationwide rules	National rules
Public awareness - radio ads for example	Communications
Within doc will be sub sectors - HGV/bus/coach/taxi/van/SME/Large business	Bespoke to target audience
Contents: What is a LEZ? Why do we need it?	Outline the purpose of LEZs
Contents: How does it apply to me	Outline the effect of LEZs
Contents: Where are the LEZs in Scotland - maps, links	Outline the location of LEZs
Contents: Does my vehicle comply?	Ability to check compliance if vehicles
Contents: What travel options are available to me / my business?	Alternative travel options
Contents: What are the times of operation?	Outline LEZ time of operation
Contents: Am I eligible for an exemption	Outline exemptions
Contents: What happens if I drive into the zone?	Outline enforcement regime
Contents: How much is the fine?	Outline penalty fee
Contents: How do I pay?	Outline how to pay penalty fee
Contents: Can I appeal?	Outline appeals process
Contents: How do I know if I am in a LEZ?	Outline the location of LEZs
Contents: How do I apply for an exemption	Outline exemptions
Contents: If my vehicle doesn't comply, is there any funding available to go towards a new vehicles?	Funding
Funding - active travel/new vehicle?	Funding
Separate guidance for commercial vehicles	Bespoke to target audience
Driver/ behaviour training	Driver behaviour training

Different Guide for businesses, users and regulators	Bespoke to target audience
Data collection	Data collection
Who is the guidance for? LA (statutory consult) Communication Support on legal challenge Small business owner Fleet manager Member of public (resident/visitor) Businesses	Bespoke to target audience
Developers/ planners	Bespoke to target audience
Examples of successful modal shift/ alternatives/ effect on emissions	Modal shift
Examples of successful modal shift/ alternatives/ effect on emissions	Alternative travel options
Examples of successful modal shift/ alternatives/ effect on emissions	Effect on emissions
Written in clear, concise English	Clear and Concise
Implementation/ steps	Implementation of LEZs
Accessible to all	Accessible
Easy to understand, jargon free	Clear and Concise
Know the target audience	Bespoke to target audience
Specific guidance for specific user	Bespoke to target audience
Differentiate between what is rigid and flexible	Misc
Be clear on objectives	Outline objectives
Technical facts but not focus	Technical facts
Guidance on communication (where relevant)	Communications
Where it sits in bigger picture/ strategy	LEZ strategy
Implementation plan and monitoring and review and assessment	Misc
Stakeholder engagement	Stakeholder engagement
Signage/ identification	Signage
Directory of supporting contacts	Directory of supporting contacts
LEZ definition	Definition of a LEZ
Vehicles, categories and scope	Scope
Legal obligations (e.g. air quality and legal implementation route)	Legal obligations
FAQ appendix	FAQs
links to expert advice	Links to relevant information
Info on emissions/ MOT processes etc	Effect on emissions
Split into categories e.g. Private cars/ taxis/ HGV operators	Bespoke to target audience
Overview for all	Misc
Input from all categories of businesses	Bespoke to target audience
Clarification on what LEZ applies to or where	Clear and Concise
Format of comms (apps, online, paper, pdf etc)	Communications
Different formats (sets a good example) (PDF, recycled paper, braille, larger text, non-toxic inks)	Different formats
Aberdeen	
Explains why the LEZ has to be implemented	Outline the purpose of LEZ
Clear who audience is, different guides appropriate for each.	Bespoke to target audience
FAQ's - Why!	FAQs

General public, technical, elected members (different docs)	Bespoke to target audience
Times of operation/ go live date	Go live dates
Factual - what needs to be done to make it legal? TROs, signs, equipment, enforcement	Legal obligations
Needs to be clear about requirements for vehicles, retrofit to achieve compliance etc.	Ability to check compliance of vehicles
Clear penalties for non-compliance	Outline penalty fee
Map - clear where zone is and how to avoid zone	Outline the location of LEZs
List of exemptions	Outline exemptions
Clear flow charts/ schematics	Visuals
Timely	Misc
Brevity	Brevity
Multi language	Multi language
Universal symbols	Unambiguous
Unambiguous guidance for enforcers	Unambiguous
Good case studies and examples	Case studies
Times of operation/ go live date	Go live dates
Easy to locate online	Easy to locate guidance
Paper version	Different formats
Alternative parking areas	Alternative parking
Bus routes	Alternative travel options
Good appeals section	Outline appeals process
Captures and responds to key feedback from stakeholder groups	Captures and responds to feedback
Repeatedly reviewed	Reviewed and maintained
Dundee	
Clearly correlated with the act	Legal obligations
Plain English with clarity	Clear and Concise
Specific responsibilities and roles	Roles and responsibilities
Clarity on sanctions and enforcement	Outline enforcement regime
Approved signage and equipment	Signage
Approved signage and equipment	Approved devices
Technical guidance and public guidance	Bespoke to target audience
Stakeholder guidance on consultation	Consultation
ANPR and Transit guidance	Approved devices
Connected vehicles talking to ITS infrastructure = early warning = simple info to detect whether your vehicle is compliant or not.	Technical facts
Guidance linked to training	Training
Technology to advise on compliance	Technical facts
"Dundee welcomes clean drivers"	Misc
Definitions	Definitions
Concise (inc summary)	Clear and Concise
Reviews as necessary/ or dated	Reviewed and maintained
Numbered paragraphs	Reviewed and maintained
Reliability/ visuals	Visuals
Online - accessible to all	Easy to locate

Short	Short
Concise	Clear and Concise
Relevant	Relevant
Case studies/ example text	Case studies
Justification for scheme - evidence required	Outline the purpose of LEZs
Guidance directly refers to act	Legal obligations
Consultation process and requirements	Consultation
Signing requirements	Signage
Details of enforcement & appeals process	Outline appeals process
Details of enforcement & appeals process	Outline enforcement regime
Exemption categories	Outline exemptions
Timescales for implementation	Timescales
Images - show sign types	Signage
Tailored to user groups	Bespoke to target audience
Structure plain English	Plain English
For local authorities/ politicians	Bespoke to target audience
Development of compliance app	Different formats
Fixed signage/advanced warning	Signage
Flow diagram showing key steps - tailored to user	Visuals
User/public - clear boundary	Outline the location of LEZs
Exemptions	Outline exemptions
Comms on approach to LEZs	Communications
Consistent across all LEZs	National rules

(2) What are the likely hacks and cheats that could occur from LEZs being implemented?

Brainstorming output	Category
Glasgow	
False plates (number plate) (doctored/mirrored/stolen) Well positioned screws to throw NPA	False plates
"Foreign" registered vehicles	Foreign vehicles
Rogue enforcers	Rogue enforcers
Un-registered vehicles	Non-registered vehicles
Stolen Vehicles	Stolen vehicles
Continuous travel within zone (one fine) (never leave LEZ)	Vehicle never leaving a LEZ
"Rat runs" - avoid detection (route not covered by cameras)	Avoid detection
Unsuitable vehicles using rat runs/blocking routes	Avoid detection
Technology - damaged/ security hacks	Vandalism of cameras
Blue badge holder fraud	Blue badge holder fraud
"Ghost vehicles" and vehicle cloning	Vehicle cloning
Deliberately obscuring number plates	Obscuring number plates
Abuse of exemptions (yet to be determined)	Abuse of exemptions
Claiming " not received enforcement letter"	Not claiming responsibility for contravention
Cloned number plates/ obscure	Vehicle cloning
Keeping vehicles within LEZ	Vehicle never leaving a LEZ

Hire vehicles	Hire vehicles
Foreign plates	Foreign vehicles
Lack of enforcement regime and resource capacity to check records as basis for appeal	Not fully enforced
Abuse/ falsify exemptions	Abuse of exemptions
Residents claim they are companies	Falsely claiming to be eligible for grace period
Vandalism of signs/ cameras	Vandalism of cameras
Vandalism of signs/ cameras	Vandalism of signs
Displacement on boundaries	Misc
Transfer penalty to others "claim they were not the driver at the time"	Not claiming responsibility for contravention
Certify 1 vehicle, move equipment to others for certification	Retrofit falsified
Register as a false keeper	Registered keeper falsified
Falsification of retro-fit - fake evidence documents etc.	Retrofit falsified
Lack of maintenance	Vehicle not maintained to compliant level
Deliberate mismanagement/ lack of care	Vehicle not maintained to compliant level
Number plate alterations (anti photo/ dirty/ plate covered.	False plates
Congested parking at inappropriate boundary locations	Misc
Vandalism of cameras/ signage	Vandalism of cameras
Vandalism of cameras/ signage	Vandalism of signs
cyber security of electronic systems	Hacking into electronic systems
Register company overseas with overseas fleet	Foreign vehicles
Fake permits/ exemptions	Abuse of exemptions
Impersonating drivers/ fake licences	Identity theft
Specialised fleet vehicles for within/ out with LEZ boundary	Misc
transfer of vehicle ownership (keeper at date of event)	Registered keeper falsified
DVLA database lacks retrofit data	DVLA records incorrect
Not known at the address the penalty is sent to (pretend they aren't known)	Not claiming responsibility for contravention
Claim mistaken identity	Identity theft
Do not accept liability as the registered keeper if you weren't driving the car.	Not claiming responsibility for contravention
Aberdeen	
False number plates	False plates
Blame someone else	Not claiming responsibility for contravention
Avoid cameras (local knowledge)	Avoid detection
Creation of rat runs	Avoid detection
Obscure the number plates	Obscuring number plates
Add a cheat device	Cheat device
Not using AdBlue additive in diesel.	Vehicle not maintained to compliant level
Trade plates	Trade plates
Registration doesn't match engine - could replace new engine with old	DVLA records incorrect
cherished plate moved to different vehicle	DVLA records incorrect
Foreign registered vehicles	Foreign vehicles
Pool vehicles - need to keep record of who driving	Pool vehicles
number plate cloning/ stealing	Number plate cloning
Obscuring custom plates	Obscuring number plates

Dirt	Obscuring number plates
How to pick up journeys within limits - need cameras within rather than just entry points	Misc
Private land? Bypassing access/ exit points	Avoid detection
Hired vehicles - need to link back to driver	Hire vehicles
Falsely claiming exemption status/ grace period status	Abuse of exemptions
Emergency	Abuse of exemptions
Camera vandalism	Vandalism of cameras
Cronyism/ Nepotism - knowing someone "inside" who can amend/ignore	Nepotism
Differed/ delayed payment	Not claiming responsibility for contravention
Number plate scrapping	False plates
Registered owner/user - accountability - DVLA licence registration updated?	DVLA records incorrect
Obscure number plate	Obscuring number plates
Foreign vehicle adoption	Foreign vehicles
Exempt vehicle disguise/ambiguity	Abuse of exemptions
Camera avoidance	Avoid detection
GPS dampening - future enforcement technology	Misc
Abusing potential exemptions for living in the LEZ	Abuse of exemptions
Mis use of compliant/ company vehicle	Misc
Criminal damage of ANPR cameras	Vandalism of cameras
Hacking of DVLA database	Hacking into electronic systems
Block signal from camera	Hacking into electronic systems
Driving close to a vehicle in front	Avoid detection
legal technicalities - signage etc.	Legal technicalities
Trade plates?	Trade plates
Dundee	
False or illegible VRM	False plates
Who was driving? Not me! Who owns the car? Not mine!	Not claiming responsibility for contravention
incomplete keeper details	DVLA records incorrect
Use of trade plates	Trade plates
Personalised/cherished number plates	Personalised number plates
Blue Badge exemption?	Blue badge holder fraud
influx of foreign vehicles to area	Foreign vehicles
Bogus appeals - it was an emergency!	False emergency claim
Remove technology post test	Remove retrofit technology
Rouge garages giving MOT	Misc
Hybrid vehicles not being plugged in	Hybrid vehicles not running on electric
Dual fuel functionality being misused	Hybrid vehicles not running on electric
Damaging ANPR camera and signs	Vandalism of cameras
Damaging ANPR camera and signs	Vandalism of signs
Driving across footway to avoid ANPR	Avoid detection
Persistent offenders happy to accept fines.	Misc
Lack of political compliance	Misc
Businesses willing to absorb or pass penalty costs. Ensure increased penalty for repeat offenders	Business absorb penalty cost

Fake number plates (re ANPR)	False plates
Blue badge	Blue badge holder fraud
Foreign number plates	Foreign vehicles
Exploring exemptions - vintage cars>	Abuse of exemptions
Vandalism of enforcement infrastructure	Vandalism of cameras
Failure to transfer car ownership	DVLA records incorrect
Identification of driver issues e.g. evidence of?	DVLA records incorrect
Abusive use of exempt vehicles	Abuse of exemptions
Smaller businesses may struggle to comply	Misc
Business opportunity to promote "clean" haulage	Misc
Set penalty level at level to deter hacks	Misc
Fraudulent specs for vehicles by manufacturers	Manufacturer fraudulent specifications
Routes that bypass ANPR cameras	Avoid detection

(3) What should the grounds of appeal be?

Brainstorming output	Category
Glasgow	
Emergency	Emergency
Clone number plates/ falsification	Victim of fraud
Vehicle theft	Victim of vehicle theft
Demonstration of clerical error	Clerical error
Inaccurate data (incorrect Euro class on database	Inaccurate/incorrect data
Unclear signage (not allowing time to make alternative route)	Poor signage
Road diversions	Road diversions into LEZ
Blue Badge Schemes	Exempt from LEZ
Any exempt vehicle Funeral processions Diplomatic vehicles Emergency vehicles Utility services - burst water main	Exempt from LEZ
Accounting for fleet programmes (c 7. years) before "changing the rules"	Changing LEZ rules
Essentially a sunset clause for phase 2??	Misc
"ways to pay" - cash/on-line/post office/Accounts/debit credit card	Misc
Lack of suitable grace period	Lack of suitable grace period
Lack of consistency between LEZ in different cities	Lack of consistency between other Scottish Cities
Info for hire car	Hire car info incorrect
Emergency diversion (don't issue fines)	Road diversions into LEZ
Diversion - planned works and events	Road diversions into LEZ
Funeral and bereavement services	Funeral services
Ultimately consistent	Misc
School buses	School buses
Medical emergencies	Medical emergencies
Bus replacement services	Bus replacement services
Blue badge holders - grace period?	Blue badge holders
False accusation	False accusation

Evidence of retrofit that vehicle is now compliant	Inaccurate/incorrect data
Leniency on "escape route" areas	Leniency on escape routes
Mistaken identity	Mistaken identity
Sat nav info for routing choice (other group disagrees).	Sat nav routing choice
Clear signage/ routing	Poor signage
Signage and lining discrepancies	Poor signage
Interpretation of Regulations/ Guidance	Interpretation of Regulations/ guidance ambiguous
Length of time in zone (obvious mistake)	Obvious mistake
Emergency situation - emergency road closure (accidents)	Emergency
False plates/ mistaken identity	Mistaken identity
Road closures/ diversion routes	Road diversions into LEZ
Provide strict enforcement from the outset (clear guidance)	Misc
Blue badge holders and disabled vehicle tax	Blue badge holders
Sat Nav directions (other group disagreed)	Sat nav routing choice
How many emergencies would be permitted	Misc
Guidance needed to prove appeal? What evidence is accepted?	Misc
If not 24/7 operation - being charged in incorrect times	Being charged when LEZ is not in operation
Not keeper of the vehicle at the time.	Not registered keeper of vehicle at time of contravention
Aberdeen	
Poor signage	Poor signage
Medical emergency	Medical emergencies
Short lead-in timescale	Lack of suitable grace period
Roadworks (departments need to talk to each other)	Road diversions into LEZ
Life or death situation - medical - humanitarian - Compassionate	Emergency
Technicalities - signage wrong/inconsistent/missing	Poor signage
Proving it wasn't you in that place	Mistaken identity
Theft	Theft
Ambiguity over who the driver was	Ambiguity over driver identity
Plate does not necessarily match engine status - vehicle modified for compliance	Inaccurate/incorrect data
One-off/ bespoke situations	One off/ bespoke situations
Missing/non-visible permit/ chip not working	
Diversions/ roadworks/ police instruction	Road diversions into LEZ
Inadequate signage	Poor signage
Pre signage (distance/ date)	Poor signage
Obscure signage	Vandalism of signs
Poor communication/education	Poor communication/ education
Diversions	Road diversions into LEZ
Emergency situations	Emergency
ANPR cameras reading incorrect number plates	Technology failure
Incorrect vehicle classification	Inaccurate/incorrect data
Exemptions: - incorrect recognition	Exempt from LEZ
Exemptions: - Exempt people in different vehicles	Exempt from LEZ

Criminal usage - car or plate	Theft
Ambiguity of legislation	Ambiguity of legislation
DVLA registration details change	Inaccurate/incorrect data
Enforcement error - inadequate evidence	Inaccurate/incorrect data
Amnesia/special needs issues	special needs issues
Dundee	
Road closures - reduced options	Road diversions into LEZ
Inadequate signage	Poor signage
Faulty Cameras	Technology failure
Emergency Exemptions	Emergency
Stolen Cars - joyriding	Theft
Broke down vehicles - awaiting services	Broken down vehicle
system failure	Technology failure
Poor signage	Poor signage
Emergency	Emergency
language issues/hire car	Language issues
Road works, no alternative diversion	Road diversions into LEZ
Grace period not clear	Grace period not clear
Calibrating of equipment	Approved devices not calibrated
Not the driver of the vehicle (reg keeper)	Not registered keeper of vehicle at time of contravention
Visibility	Poor visibility (weather conditions)
Exemption - questionable?	Exempt from LEZ
Thought car was compliant	Believed car was compliant
Vehicle compliance	Vehicle is compliant
inadequate signage on approach to LEZs	Poor signage
Legal basis of LEZ is flawed	No legal basis for LEZ
Signage obstructed	Poor signage
Not my vehicle - cloned plate	Victim of fraud
Emergency services - instruction	Road diversions into LEZ
Exemption period being extended	Exempt from LEZ
Towing	Vehicle towed into LEZ
Stolen vehicle!	Theft
Inadequate - signage (or obscured?)	Poor signage
DVLA - inaccurate data	Inaccurate/incorrect data
Dodgy tech	Technology failure
Cloned vehicles	Cloned vehicle
Medical emergency	Medical emergencies
Disability/ language	Language issues
Disability/ language	Special needs issues

Task 6

Event	Group	Yes or No exemption																
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10	Scenario 11	Scenario 12	Scenario 13	Scenario 14	Scenario 15	Scenario 16	Scenario 17
Glasgow	Group 2	Yes	Yes	4	2	Yes	Yes	3	2	5	6	3	5	4	5	5	5	2
	Comments											Depending on hours of operation of the LEZ (not yet determined)						
	Group 3	Yes	Undecided	No	Undecided	undecided	Yes	Yes	Yes	No	Yes	No	No	No	No	Yes	No	No
	Comments				Could be included if very low frequency	Tends to be new vehicles that should comply	Not to be used for hire and reward.	Expensive equipment. Long life chassis, occasional necessity to enter LEZ			Less frequent than 1/month to be exempt	Well-nigh impossible to administer	Commercial business	Commercial business	Large fleet			
	Group 4	Yes	Yes	No	no	Yes	Yes	no	Yes	no	no	Yes	no	no	no	no	no	no
	Comments																	
	Group 5	Yes	No	No	No	No	No	No	Yes	Yes	No	No	Yes	No	Yes	Yes	No	yes
	Comments	Agreed with but only on blue light	Would go to appeal as more exception		Timescale to change vehicle possibly		Unless for a special event		On duty	For large vehicle removals		Depends on whether the LEZ is operating during the evening.			Royal Mail only	Emergency only		For events, to be agreed by local authority
	Group 6	Yes	Yes	No	Yes	No	No	Yes	Yes	No	No	No	No	No	No	Yes	No	Yes
	Comments		Requires verification	Need to upgrade like taxi drivers etc.		Not vehicle, badge is personal	No requirement	Temporary exemption with conditions		Upgrade fleet just like any other business	Abused	Look at better transport infrastructure	Business case for upgrades	Same as any business			Same as any company	
	Group 7	Yes	No	No	no answer	No	yes	no answer	undecided	no	No	no	no	no	No	No answer	No answer	No

Event	Group	Yes or No exemption																
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10	Scenario 11	Scenario 12	Scenario 13	Scenario 14	Scenario 15	Scenario 16	Scenario 17
	Comments		Grace period but no exemption long term	Grace period - no exe	And car scheme volunteer drivers Retrofitting funds Grace period EV funds	Grace period	Caveat - short term event specific timed event. Not continuous trundling like bus tours	look at London congestion set up				Provision and infrastructure for modal shift. Employers responsibility Extended grace period under a certain wage			5 year grace period and encouragement to use bikes/ walking			
	Group 8	Yes	no number/ decision	Yes	Yes	Yes	no	Yes	Yes	Yes	No	No number/ decision	No	No number/ answer	No number/ decision	Yes	Yes	No number/ decision
	Comments	and for blood transfusion services	Retro specific application for exemption post event	Exemption provided if was justified/ evidenced.	Exempt under licence - would be hard to police	1) Vehicle registered as disabled being the only way to achieve exemption would disproportionately impact low income disabled people Therefore better to exempt both 1 & 2 but realise this is hard to police. Possible to issue licence.		Exempt under licence to encourage move to compliant vehicles		Evidence of breakdown		Define LEZ hours		Apply for in advance	Royal mail under licence to encourage compliance	Apply for exemption		Apply in advance
	Group 9	Yes	Yes	No	Yes	Yes	Yes	Yes	No	Yes	No	Yes	No	Yes	Yes	Yes	Yes	Yes
	Comments		Not sure what this could cover	NHS should update fleet		1) Definitely 2) Less clear, hard to distinguish/ enforce	If event specific, which causes a suspension of the LEZ, then yes. Otherwise no.	These businesses should be complying		Not decided on this one.		Open to abuse. Difficult to enforce	Hearses might be difficult to retrofit		These organisations should be changing their fleet	These fleets should be updated. Responsibility to update	A lot of Euro 6 vehicles in use already.	Some sort of permit system? Would be a dangerous precedent exemption specific industries.
	Group 10	No	Yes	no	No	undecided	Yes	No	Yes	No	No	Undecided	Yes	No	No	No	No	Yes

Event	Group	Yes or No exemption																
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10	Scenario 11	Scenario 12	Scenario 13	Scenario 14	Scenario 15	Scenario 16	Scenario 17
	Comments	Because Government should release funds to retrofit them			To open for abuse							Depends if the LEZ is enforced 24 hours a day				Too difficult with sub-contractors, but can be dealt with through procurement process		

Event	Group	Yes or No exemption																
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10	Scenario 11	Scenario 12	Scenario 13	Scenario 14	Scenario 15	Scenario 16	Scenario 17
Aberdeen	Group 1	No	No	No	No	No	Yes	No	Undecided	No	No	no	No	No	No	No	No	Undecided
	Comments	Would be expected to meet regs	Should seek help from local authorities with vehicles	Will have fleet replacement strategy		Mobility allowance should only be available to vehicles which meet the new emission standards/ electric vehicles			Normal standards - road going vehicles not exempt	Accredited = meet regulations			Would be expected to meet the regulations		Fleet replacement strategy should cover this.	Fleet replacement strategy should be such that they meet the legislation.	Plan appropriately	May be local exemptions at the discretion of the council.
	Group 2	Yes	Yes	no	no	Yes	Historic	Yes	Yes	Yes	no	no	Undecided	no	no	yes	no	no
	Comments	should only be applicable when the vehicle is in use for the exempted activity	Only to apply when the vehicle is in use for the expected activity			only for vehicles registered with a disabled or disabled passenger vehicle tax class				only attending breakdowns								
	Group 3	Yes	Yes	No	undecided	Undecided	Yes	undecided	Yes	undecided	No	undecided	Undecided	no	Yes	Yes	No	Yes

Event	Group	Yes or No exemption																
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10	Scenario 11	Scenario 12	Scenario 13	Scenario 14	Scenario 15	Scenario 16	Scenario 17
	Comments	Blue light only coast guard, doctors responding to emergency	Blood bikes, St Johns, Red Cross, 1st response, RNLI	Wheelchair repair. Patient transport. Public sector needs to lead by example.		Not easily enforced. Adapted/ WAV - yes Blue badge - hard to enforce, open to abuse.	For events, suspension of LEZ. The internationally accepted definition of a historic vehicle is thirty years old. If the zone is to be a ban rather than a charge, we would urge 30 years. We would further urge a definition that does NOT include the UED tax class as some vehicles require to be taxed in a different VED class. Foreign registered historic vehicles also.	Time-limited/ temporary depending on ability to comply? Public sector should make efforts to comply.	Bomb squad emergency , not parades	Specialist vehicles difficult to comply?	Covered in other categories or subject to appeal. Does not justify own category	Not easily enforceable. Will the LEZ be time limited?	No strong opinions		Although should be encouraged to comply		Public sector needs to lead by example	Temp only for events
	Group 4	Yes	No	Yes	Undecided	No	No	No	Yes	no answer	no	no	No	No	No	Yes	No	no
	Comments		Allow appeal in emergency situations - not routine exemption		Service level before an exemption. Disadvantaging vulnerable people	Perhaps exemption in exceptional circumstances - proof of being unable to get a modified compliant vehicle.	Only for events, not day to day	extended grace period		grace period					Grace lead in time	Grace period	Grace to adapt	
	Group 5	Yes	no	no	no	no	no	Undecided	Yes	No	no	no	No	no	no	Undecided	no	No

Event	Group	Yes or No exemption																
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10	Scenario 11	Scenario 12	Scenario 13	Scenario 14	Scenario 15	Scenario 16	Scenario 17
	Comments		Exemption for emergencies				Perhaps permit for event	Must be essential - specific e.g. gritting pavement.					Majority agreed no exemption					

Event	Group	Ranking or No exemption																
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10	Scenario 11	Scenario 12	Scenario 13	Scenario 14	Scenario 15	Scenario 16	Scenario 17
Dundee	Group 1	1	Yes	no	Yes	Yes	no	no	No	no	no	no	no	No	no	Yes	No	no
	Comments	Time limited - they should retrofit or upgrade																
	Group 2	yes	Yes	Undecided	2	Yes	no	yes	yes	yes	no	no	undecided	undecided	no	yes	yes	no
	Comments		Or more response authorised by RRP (instead of "preventing")	If staff was removed thinking may vary		As long as this note applies								Could be used for other purpose. Glorified taxi				unless part of an exemption for event
	Group 3	1	4	4	5	4	2	2	1	3	5	5	3	5	5	2	4	2
	Comments				Encourage compliance grants for upgrade conversion							There may not be readily available alternatives						
	Group 4	yes	no	no	no	no	no	undecided	yes	no	no	no	no	no	no	no	no	no
	Comments		Can be reviewed on a case by case basis			Difficult to enforce proving exempt passenger was in the vehicle at time of offence.		Local authority vehicles facing road charging itself to do so? Why. To generic list conflicts here?										
	Group 6	Undecided	Yes	No	Yes	Yes	Yes	No	No	No	No	No	No	No	No	No	No	No
	Comments	Maybe longer grace period, depending on if police i.e. Cars different from ambulance/ fire engines			Community operator's licence	Could be abused as a cheat/hack. Monitored more strictly. Phasing? Time limited (1 year?)		Recognise there should be phasing particularly for road safety. Some think admin cost unnecessary as council fine themselves.				Not exempt - levy should still apply						

Task 7 – temporary suspension of LEZs for events

Event	Group	Ranking/ yes/ no							Comments
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	
Glasgow	Group 2	1	2	3	3	3	2	3	
	Comments			Don't agree that this is a valid exemption. Can be dealt with under e.g. licence/ contingency planning for event		Invalid exemption		Invalid exemption	
	Group 3	2 (undecided)	2(undecided)	3 (no)	3 (no)	3 (no)	1	3 (no)	
	Comments	Incidents may not require a suspension. T. diversion fall into LEZ.	Incidents may not require a suspension. T. diversion fall into LEZ.			Aim should be to encourage use of public transport/ walking etc.			
	Group 4	1	1	2	3	2	1	4	
	Comments								
	Group 5	1	2	3	4	3	2	4	
	Comments		Normal business under exemptions	Vehicles involved in event	Only vehicles involved in event	Vehicles involved in erection and planning of event		Only vehicles involved in event	
	Group 6	1	1	no	no	no	1	no	
	Comments								
	Group 7	Yes	Yes	No	No	No	Yes	No	
	Comments		Suspension relative to vehicle during grace period				For duration of diversion plan not to go into LEZ where possible. Hard in an emergency e.g. bypass accident		If events are causing a diversion - entering a LEZ shouldn't be the only option. But LEZs shouldn't be lifted to allow driving to events
	Group 8	1	2	3	3	3	2	3	Suspensions should be at the discretion of the LA
	Comments								
	Group 9	1	2	2	3	3	1	4	
	Comments			Might be huge bureaucratic. Problem incorporating larger % of foreign cars driving events like this?	Increased emergency services vehicles but they should be exempt anyway.	These are location dependent	Might be unavoidable if attached to emergency scenario.	This seems a bit silly.	
	Group 10	1	2	no	no	no	3	No	

Event	Group	Ranking/ yes/ no							Comments
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	
	Comments							Only vehicles involved in event	

Event	Group	Ranking							Comments
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	
Aberdeen	Group 1	2 (yes)	2 (yes)	3 (no)	3 (no)	3 (no)	1 (yes)	3 (no)	
	Comments	Suspension to the vehicles involves not full suspension	Suspension to the vehicles involves not full suspension						
	Group 2	2	2 (yes)	3	3	3	1 (yes)	3 (yes)	
	Comments								
	Group 3	Yes (1)	undecided (3)	no (4)	No (4)	No (4)	Yes (2)	Undecided	
	Comments		Maybe just a small area within the LEZ. Appeal may be more appropriate.			Volume and duration of festivals in Edinburgh - would reduce effectiveness of LEZ if suspended for all of these.		Historic vehicle event. Depends on nature of event. White list for specific participating vehicles	
	Group 4	yes (1)	yes (1)	Yes (3)	Yes (3)	Yes (3)	Yes (2)	Yes (3)	
	Comments			Exemption for event vehicles only	Exemption for event vehicles only	Exemption for event vehicles only	Planned or unplanned if planned preferable to avoid the need of suspension of LEZ	Exemption for event vehicles only	
	Group 5	Yes (1)	yes (1)	undecided (2)	No (3)	No (5)	yes (1)	No (4)	
	Comments			Case by case buses	Case by case buses				

Event	Group	Ranking							Comments
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	
Dundee	Group 1	1 (yes)	no	No	No	no	1 (yes)	no	
	Comments			Exemption issued for specific vehicles					
	Group 2	1	1	2	3	2	1	3	
	Comments	Allow non-emergency vehicles to use LEZ route	Difficult depends on scenario. So it would be left to enforcement or not of fines	Multiple sites used over several days	Difficult to draw line for one day event	Scale of event again important			
	Group 3	1	4	4	5	3	1	5	
	Comments								
	Group 4	1	2	2	2	2	1	2	
	Comments			Park and ride/ diversions in place for event.	Short term exemption for organisations to set up/remove equipment				
	Group 6	Yes (2)	Undecided	No	No	no	Yes (1)	No	
	Comments		If required to be diverted into LEZ						

Annex C

Workshop questionnaire – task 2

The questionnaire used for task 2 is shown below:

When does a LEZ “come into effect”?	
Table number	
Organisation	
Workshop date and location	
<p>Context: There are several sections of the Bill which require a date to be set by the local authority to mark when the LEZ “comes into effect”. The bill states: :</p> <ul style="list-style-type: none"> Section 9(1)(b) - A LEZ scheme must specify the date on which the scheme comes into effect. Section 10(4) - ‘a grace period begins on the day the low emission zone scheme comes into effect.’ 	
<p>Please circle the most appropriate response to the following statements.</p>	
<p>1. A LEZ comes into effect when it is first politically announced.</p> <p style="text-align: center;">Strongly Disagree Disagree Agree Strongly Agree</p>	
<p>2. A LEZ comes into effect when there has been an agreement in principle at the first Council committee meeting.</p> <p style="text-align: center;">Strongly Disagree Disagree Agree Strongly Agree</p>	
<p>3. A LEZ comes into effect on a chosen ‘go live’ date picked by the Council.</p> <p style="text-align: center;">Strongly Disagree Disagree Agree Strongly Agree</p>	
<p>4. A LEZ comes into effect at a point after a public consultation and/or if applicable, once a local inquiry has been concluded</p> <p style="text-align: center;">Strongly Disagree Disagree Agree Strongly Agree</p>	
<p>5. What do you interpret “comes into effect” to mean?</p> <div style="border: 1px solid black; height: 60px; margin-top: 10px;"></div>	
<p>6. Please add any general comments in the box below regarding this topic</p> <div style="border: 1px solid black; height: 50px; margin-top: 10px;"></div>	



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