

**ACTIVE TRAVEL STRATEGY AND ACTION PLAN ANNUAL UPDATE - ACTIVE TRAVEL PRIORITISATION TOOL**

**ANNEX 1 – SCORING TEMPLATES**

1) The scoring template as provided by Dumfries & Galloway Council (in cooperation with Sustrans and SWESTRANS):

| Town | Action                             | Infrastructure (OIP) |     |                               |        |       |      | SUM | Placemaking (PMP)                       | Overarching criteria (OCP)                 | Final Score | Type |
|------|------------------------------------|----------------------|-----|-------------------------------|--------|-------|------|-----|---|--|-------------|------|
|      |                                    | Work                 | Edu | Health                        | Retail | Trans | Tour |     |   |  |             |      |
| Town | Short description of action        |                      |     |                               |        |       |      |     | Modal Shift Potential                   | General Feasibility                        |             |      |
|      | Need – Functional Trip Generators: |                      |     |                               |        |       |      |     | Remote areas connection                 | Bids for future funding                    |             |      |
|      | Demand                             |                      |     |                               |        |       |      |     |   |  |             |      |
|      | Benefit                            |                      |     |                               |        |       |      |     | Contribution to neighbourhoods' quality | In terms of qualitative/overarching issues |             |      |
|      | Usage                              |                      |     |                               |        |       |      |     |   |  |             |      |
|      | Deliverability                     |                      |     |                               |        |       |      |     |   |  |             |      |
|      | Cost                               |                      |     |                               |        |       |      |     |   |  |             |      |
|      | Short description of action        | OIP% 0               |     | Overall Infrastructure Points |        |       |      | 0   | PMP% 0                                  | OCP% 0                                     | 0           |      |



## ACTIVE TRAVEL STRATEGY AND ACTION PLAN ANNUAL UPDATE - ACTIVE TRAVEL PRIORITISATION TOOL

### ANNEX 2 – OVERVIEW OF WORKSHEET CONTENT

#### 1. Summary<sup>1</sup>:

| No. | Type | Project name                                     | Estimated cost  | Score (0-100) | Status (scoring related) | Project status            |
|-----|------|--|-----------------|---------------|--------------------------|---------------------------|
| 1   | PW   | Burn of Buckie AT bridge                         | £1,950,000.00   | 76            | Agreed upon              | Feasibility study complet |
| 2   | PW   | Elgin - South Street                             | £150,000.00     | 75            | Agreed upon              | Feasibility not started   |
| 3   | RR   | Forres - Victoria roundabout                     | £500,000.00     | 74            | Agreed upon              | Under design              |
| 4   | PW   | Lhanbryde - to Muiryhall Farm along Garmouth     | £350,000.00     | 73            | Agreed upon              | Feasibility not started   |
| 5   | RR   | Forres - Victoria road                           | £700,000.00     | 72            | Agreed upon              | Feasibility not started   |
| 6   | RR   | Forres - St Leonards roundabout                  | 250,000-400,000 | 72            | Agreed upon              | Feasibility not started   |
| 7   | PW   | Lossiemouth - Coularbank rd                      | £500,000.00     | 71            | Agreed upon              | Under design              |
| 8   | PW   | Forres - shared path from post office to Brig Wy | £200,000.00     | 70            | Agreed upon              | Feasibility study complet |
| 9   | CC   | Elgin - Linkwood road                            | £200,000.00     | 69            | Agreed upon              | Under design              |
| 10  | PW   | Lossiemouth - A941 pedestrian and cycle path to  | £1,000,000.00   | 68            | Agreed upon              | Feasibility not started   |
| 11  | PW   | Rafford - Upper Rafford footway                  | £200,000.00     | 67            | Agreed upon              | Under design              |
| 12  | RR   | Forres - A940 St Catherine's road footpath wide  | £100,000.00     | 67            | Agreed upon              | Under design              |
| 13  | CC   | Forres - crossing Fleurs Pl                      | £50,000.00      | 65            | Agreed upon              | Feasibility not started   |
| 14  | PW   | Newmill - Keith AT route                         | £1,400,000.00   | 64            | Agreed upon              | Feasibility not started   |
| 15  | PW   | Duffus-Lossiemouth                               | £3,000,000.00   | 63            | Agreed upon              | Feasibility study complet |
| 16  | PW   | Fogwatt - A941 footway                           | £700,000.00     | 62            | Agreed upon              | Feasibility study complet |
| 17  | PW   | Aberlour - Mary Avenue                           | £300,000.00     | 62            | Agreed upon              | Design completed          |
| 18  | PW   | Dufftown - Maltkiln bridge and pavement          | £400,000.00     | 58            | Agreed upon              | Design completed          |
| 19  | PW   | Portknockie - King Edward Terrace                | £50,000.00      | 58            | Agreed upon              | Feasibility not started   |
| 20  | PW   | Findochty - the Stripe footpath to school <> A94 | £125,000.00     | 58            | Agreed upon              | Feasibility not started   |
| 21  | PW   | Spynie Hall footpath                             | £280,000.00     | 56            | Agreed upon              | Feasibility not started   |
| 22  | PW   | Duffus - Elgin cycle path                        | £6,000,000.00   | 55            | Agreed upon              | Feasibility not started   |
| 23  | PW   | Forres West - Nairn rd to A96                    | £100,000.00     | 53            | Agreed upon              | Feasibility not started   |
| 24  | PW   | Elgin - Edgar rd to Docoot park (past B&Q)       | £45,000.00      | 53            | Agreed upon              | Feasibility not started   |
| 25  | RR   | Dufftown - Church street footway                 | £50,000.00      | 53            | Agreed upon              | Feasibility not started   |
| 26  | CC   | Buckie - St Andrew's Square                      | £120,000.00     | 52            | Agreed upon              | Feasibility not started   |
| 27  | PW   | Garmouth - Mosstodloch cycle path                | £5,000,000.00   | 52            | Agreed upon              | Feasibility not started   |
| 28  | PW   | Elgin to Hallowood Road Troves path              | £800,000.00     | 52            | Agreed upon              | Feasibility not started   |
| 29  | PW   | Garmouth - Lhanbryde cycle path                  | £7,000,000.00   | 47            | Agreed upon              | Feasibility not started   |
| 30  | RR   | Elgin - Maisondieu halfway (SW)                  | £335,000.00     | 46            | Agreed upon              | Feasibility not started   |
| 31  | PW   | Rothiemay - Anderson drive B9118                 | £60,000.00      | 40            | Agreed upon              | Feasibility not started   |
| 32  | PW   | Garmouth - Lossiemouth cycle path                | £20,400,000.00  | 40            | Agreed upon              | Feasibility not started   |

<sup>1</sup> This summary is dated on the 2<sup>nd</sup> of October 2023. This is a live assessment tool, which will be updated around every November of the year. The next update is expected November 2024.

2. How to use this form:

|   |                              |                              |                                  |
|---|------------------------------|------------------------------|----------------------------------|
| <b>How to use this form, when you want to add a location with a potential new infrastructural intervention:</b>   |                              |                              |                                  |
| <b>Please note that this form is used in <u>alphabetic order</u>!! (except for the first 5 sheets which are numbered)</b>   |                              |                              |                                  |
| CREATE A NEW SHEET  |                              |                              |                                  |
| 1 Click the '+' down at the bottom; a new sheet will open. (Unless you know your scheme will be red-flagged, add it on the list under '5.Red-flagged s  |                              |                              |                                  |
| 2 Give your new sheet a name. Format: Town name - keyword location of project. Example: Elgin - Morriston street (East side)  |                              |                              |                                  |
| 3 Click on the sheet with your left mouse button and move the sheet to its rightful place in terms of alphabetic order. (you can also do this at the end  |                              |                              |                                  |
| 4 Go to 3. Template and copy the template   |                              |                              |                                  |
| 5 Go back to your newly opened sheet and paste the template into the sheet's page   |                              |                              |                                  |
| FILL IN THE DETAILS   |                              |                              |                                  |
| 6 Fill in the required details, until you have a score that's in between 0 and 100  |                              |                              |                                  |
| Some tips and tricks:   |                              |                              |                                  |
| * Refer to '4. Manual' for criteria explanations  |                              |                              |                                  |
| * Nearest school transport: ask the Transportation department, Donald MacRea for instance   |                              |                              |                                  |
| * Use Interchange or google for: nearest public transport facility, SIMD ( <a href="https://simd.scot/#/simd2020/BTTTFTT/9/-4.0000/55.9000/">https://simd.scot/#/simd2020/BTTTFTT/9/-4.0000/55.9000/</a> ), etc |                              |                              |                                  |
| * For population size, use: <a href="http://www.moray.gov.uk/moray_standard/page_133541.html">http://www.moray.gov.uk/moray_standard/page_133541.html</a>   |                              |                              |                                  |
| * Use Webmaps and Toolbox > Measurement tools to calculate distances precisely  |                              |                              |                                  |
| * Status and project status are pre-populated in a drop-down menu. In order to change the content of the drop-down menu, go to the last tab at t  |                              |                              |                                  |
| SORT THE DATA   |                              |                              |                                  |
| 7 Once the sheet is complete, go to 1. Summary  |                              |                              |                                  |
| 8 Fill in the information by moving the cursor on to the relevant cell in row A and click '='. Then go to your working sheet, activate B1 and click 'enter'   |                              |                              |                                  |
| 9 Do the same with row B in 1. Summary (click B9 in your working sheet) and row C in 1. Summary (R22 in working sheet)  |                              |                              |                                  |
| 10 Fill in the remaining information, being 'type of intervention', 'status (scoring related)', 'project status', 'assessed by and checked by', and potentiall  |                              |                              |                                  |
| 11 Now activate row E (the score) , by clicking on the down-ward arrow that appears when hovering above 'E'. Then in 'Home', go to 'Sort & Filter' and  |                              |                              |                                  |
| 12 Move back to '2. How to use this form', click on the tab above called 'Data' and click 'refresh'. This refreshes the pivot table at the bottom of this pa  |                              |                              |                                  |
| Pivot table:  |                              |                              |                                  |
| <b>Row Labels</b>   | <b>Count of Project name</b> | <b>Sum of Estimated cost</b> |                                  |
| CC  | 3                            | £370,000                     | CC = Controlled crossing         |
| PW  | 23                           | £50,010,000                  | PW = Paths and ways              |
| RR  | 6                            | £1,685,000                   | RR = Road space reallocation     |
| <b>Grand Total</b>  | <b>32</b>                    | <b>£52,065,000</b>           | SL = Street lights               |
|   |                              |                              | KT = Kerbs and tactile paving    |
|   |                              |                              | RS = Route Signage               |
|   |                              |                              | PM = Place Making                |
|   |                              |                              | PT = Public transport integrati  |
|   |                              |                              | ST = Study or further considerat |
|   |                              |                              | SCI = Supporting Cycle Infrastru |
| Working group: Diane Anderson, Elaine Penny, Janet MacDonald and Tilia Maas Geesteranus   |                              |                              |                                  |
| Any questions, please ask <a href="mailto:tilia.geesteranus@moray.gov.uk">tilia.geesteranus@moray.gov.uk</a> or <a href="mailto:diane.anderson@moray.gov.uk">diane.anderson@moray.gov.uk</a>                    |                              |                              |                                  |
| Version last updated: October 2023  |                              |                              |                                  |



4. Manual:

| Infrastructure points (IP)  |                                       |          | Rationale   |
|---|---------------------------------------|----------|---|
| <b>Notes:</b>   |                                       |          |   |
| This is a blended framework taking the protocol that was pre-designed by Swestrans, Dumfries & Galloway Council and Sustrans, and incorporating other aspects of Infrastructure and Overarching characteristics that the Moray Council finds relevant |                                       |          |   |
| Metrics in this tool measure impactfulness to inform priorities / decisions. These are divided into three sections: Infrastructure, Placemaking, and Overarching criteria   |                                       |          |   |
| <b>Infrastructure:</b> measures the project characteristics in terms of quantitative aspects; scale, demand, cost, etc  |                                       |          |   |
| <b>Placemaking:</b> measures more qualitative aspects, related to perceived/potential impact and behaviour change   |                                       |          |   |
| <b>Overarching criteria:</b> this will give the specialist's perspective on the relevance of the project according to general feasibility, inclusivity, transport poverty and what the project is addressing  |                                       |          |   |
| <b>Need - Number of nearby trip generators / trip attractors</b>  |                                       |          |   |
| Work – Defined as a location with 10+ employees   |                                       | YES / NO | This variable considers the proximity of infrastructure to demand areas, based on the location of trip generators. This first item is to identify whether (YES) or (NO) the intended intervention is nearby different types of trip generators, and does not generate any score. Keep a max distance of approximately 800m in mind. Guidance: focus on the prime purpose of that building: a shop is for shopping and not a work purpose, so fill in YES for retail and NO for work.  |
| Education – Primary/Secondary/Tertiary education establishment  |                                       | YES / NO |   |
| Health – GP/Health Centre/Primary Care establishment (pharmacies are retail)  |                                       | YES / NO |   |
| Retail – Defined as a location with 5+ mixed choice retail offer (supermarkets, hospitality, etc)   |                                       | YES / NO |   |
| Transport Hub – Rail Station/Bus Stance/Car share/Bike share  |                                       | YES / NO |   |
| Public open space - Parks and recreation/Sports grounds   |                                       | YES / NO |   |
| Social - Leisure/Community or village hall/Culture/Religious/Entertainment facility   |                                       | YES / NO |   |
| Financial services - Banks/Mobile banks/Post office (no ATMs = retail)  |                                       | YES / NO |   |
| Future development - Houses, etc  |                                       | YES / NO |   |
| <b>Usage - number of Trip Generators closer to intervention</b>   |                                       | Score    |   |
| Very High (9 Trip Generators)   |                                       | 5        | This variable helps identify hubs where usage might be higher due to the mixed characteristics of land use.   |
| High (7-8 Trip Generators)  |                                       | 4        |   |
| Medium (5-6 Trip Generators)  |                                       | 3        |   |
| Low (4 Trip Generators)   |                                       | 2        |   |
| Very Low (3 or less Trip Generators)  |                                       | 1        |   |
| <b>Demand - walking distance to main trip generators</b>  |                                       | Score    |   |
| Distance thresholds main towns (>1,200 population)  | Distance thresholds for smaller areas |          | This variable considers specific walking distances/ thresholds. Smaller areas have different thresholds, but this is just in relation to trip generators. e.g.: there are small areas with schools or rail stations, whereas others depend on those located at much longer distances. (The potential for further connections is addressed in the Placemaking and Overarching points).<br>2 Even though there might be various trip generators involved, which are at different distances, <u>choose the score here that's related to the nearest trip generator</u> . Do not choose an average number for all trip generators combined. |
| 0 to 2 minutes (up to 200m)   | up to 2 minutes (150m)                | 5        |   |
| 3 to 10 minutes (200 - 800m or 0.5 miles)   | up to 5 minutes (500m)                | 4        |   |
| 11 to 20 minutes (800 - 1600m or 1 mile)  | up to 10 minutes (800m)               | 3        |   |
| 21 to 40 minutes (1600 – 3200m to 2 miles)  | up to 20 minutes (1600m)              | 2        |   |
| 40 minutes + (3200m+ or 2 miles+)   | more than 20 minutes (1600+m)         | 1        |   |
| <b>Infrastructural Benefit</b>  |                                       | Score    |   |
| Improves overall accessibility and road safety including vulnerable users and other accessibility aspects   |                                       | 5        | This basically asks if the intervention addresses road safety, accessibility, and gaps in the network. Sometimes the intervention goes beyond cycling and/or walking facilities and addresses vulnerable people and other aspects of accessibility. Sometimes interventions can have an all-round benefit. A distinction is made here between infrastructure that is part of Active Travel ('functional', such as for everyday trips, but it could also include leisure), or if it's part of leisure trips only.  |
| Improves road safety walking/cycling network - ACTIVE TRAVEL (incl leisure)   |                                       | 4        |   |
| Improves road safety walking/cycling network - LEISURE ONLY   |                                       | 3.5      |   |
| Improves accessibility to walking/cycling network - ACTIVE TRAVEL (incl leisure)  |                                       | 3        |   |
| Improves accessibility to walking/cycling network - LEISURE ONLY  |                                       | 2.5      |   |
| Fills gap in existing walking/cycling network / provision - ACTIVE TRAVEL (incl leisure)  |                                       | 2        |   |
| Fills gap in existing walking/cycling network / provision - LEISURE ONLY  |                                       | 1        |   |
| <b>Deliverability</b>   |                                       | Score    |   |
| Very High (Fully in authority control, standard design)   |                                       | 5        | This variable reflects the level of complexity and competence of the Council to control all aspects of the delivery. Sometimes there are interventions that require a higher level of government to agree to or verify delivery standards. Third party land access and community cooperation? Might need an extra score for that.   |
| High (Fully in authority control, design complexities)  |                                       | 4        |   |
| Medium (Multiple control, standard design)  |                                       | 3        |   |
| Low (Multiple control, design complexities)   |                                       | 2        |   |
| Very Low (Multiple control, design issues unresolvable)   |                                       | 1        |   |
| <b>Cost (total project costs):</b>  |                                       | Score    |   |
| Low (£30,000 or less)   |                                       | 5        | This is just an estimate of the cost of the punctual intervention. Bear in mind that most infrastructure requests are very specific, therefore the costs are used as reference.   |
| Medium (£30,000 - £150,000)   |                                       | 4        |   |
| Medium - High (£150,000 - £350,000)   |                                       | 3        |   |
| High (£350,000 - 500,000)   |                                       | 2        |   |
| Very high (£500,000+)   |                                       | 1        |   |
| <b>Settlement size (the intervention will very likely have an effect upon)</b>  |                                       | Score    |   |
| > 20,000  |                                       | 5        | This is to indicate how much the intervention will be used, based on number of people in the area.  |
| 10,000 - 20,000   |                                       | 4        |   |
| 5,000 - 10,000  |                                       | 3        |   |
| 1,000 - 5,000   |                                       | 2        |   |
| < 1,000   |                                       | 1        |   |
| <b>Speed limit (mph)</b>  |                                       | Score    |   |
| 60  |                                       | 5        | When it concerns a remote path, take into consideration the highest speed limit directly connected to the piece of infrastructure.<br>And, when the intervention crosses different speed zones, take the highest one as reference.  |
| 50  |                                       | 4        |   |
| 40  |                                       | 3        |   |
| 30  |                                       | 2        |   |
| 20  |                                       | 1        |   |

## Background Paper 2

| Placemaking points (PMP)  |       |  |
|---|-------|--|
| <b>Potential for modal shift (behavioural change)</b>   | Score |  |
| High - it has the potential to directly impact on BC  | 5     | This section is intended to recognise the qualitative benefits of infrastructure. These are relevant in terms of their potential to connect with a wider context and will allow actions from the lens of Place and Behaviour Change.           |
| Medium - it indirectly impacts on some aspects that lead to BC  | 3     |  |
| Low - not much direct contribution to BC  | 1     |  |
| <b>Helps to connect remote areas to services and facilities</b>   | Score |  |
| High - the project connects remote areas or smaller scattered neighbourhoods/villages to a functional area by active means                  | 5     |  |
| Medium - the project facilitates integration with public transport features, thus connecting to other (parts of) towns/villages/settlements | 3     |  |
| Low - the project does not link to other areas, it only deals with particular issues within an area   | 1     |  |
| <b>Impact on quality of place and flows in mixed/residential neighbourhoods</b>   | Score |  |
| The intervention is at a central or mixed-use location so will benefit all movements to the area  | 5     |  |
| The intervention helps connections within the direct area of influence of a central or mixed-use area                                       | 4     |  |
| The intervention is inside one residential area but will benefit movements to other functional areas  | 3     |  |
| The intervention is inside one residential area and will mostly benefit internal movements  | 2     |  |
| The intervention will benefit very specific journeys only   | 1     |  |
| Overarching criteria points (OCP)   |       |  |
| <b>Relevance of the project in terms of feasibility</b>   | Score |  |
| Can be delivered in the short term  | 5     |  |
| Could be delivered in the medium term   | 3     |  |
| Cannot be delivered at short or middle but maybe in the long term   | 1     |  |
| <b>Vulnerable groups of people - youth, elderly, people visiting health or care facilities</b>  | Score | Does the new intervention affect and benefit certain groups of people, i.e. vulnerable people? Such as youth (up until 18 years of age), the elderly, and people visiting health facilities or care homes (not as their job but as 'clients'). |
| YES   | 5     | Criterion: intervention should affect those groups of people within 800m of their destinations (school, helath)  |
| NO  | 0     |  |
| <b>Location in Scottish Index of Multiple Deprivation area (SIMD)</b>   | Score |  |
| Most deprived 10%   | 5     | Please refer to <a href="https://simd.scot/#/simd2020/BTTTT/9/-4.0000/55.9000/">https://simd.scot/#/simd2020/BTTTT/9/-4.0000/55.9000/</a> for accurate data  |
| 2nd - 3rd   | 4     |  |
| 4th - 5th   | 3     |  |
| 6th - 7th   | 2     |  |
| Least deprived 8 - 10%  | 1     |  |
| <b>Potential to get funded</b>  | Score |  |
| High - the proposal fits into available funding / funding opportunities   | 5     |  |
| Medium - it might be funded in the middle term  | 3     |  |
| Low - not likely to get funded in the near future   | 1     |  |
| <b>Potential to be funded for maintenance</b>   | Score |  |
| High - the proposal is located on adopted roads / a road with legal status and will thus be maintained by the council                       | 5     | Drains   |
| Medium - it might be funded (not an adopted road)   | 3     | Signage  |
| Low - not likely to get funded in the near future (not an adopted road)   | 1     | Vegetation   |
| <b>Relevance of the project in terms of qualitative/overarching issues</b>  | Score |  |
| High - the project is highly needed and will mean an important milestone for the general improvement of the area                            | 5     |  |
| Medium - the project contributes to particular aspects of the streetscape and active travel in a specific area                              | 3     |  |
| Low - the project can wait or does not have enough Active Travel relevance  | 1     |  |

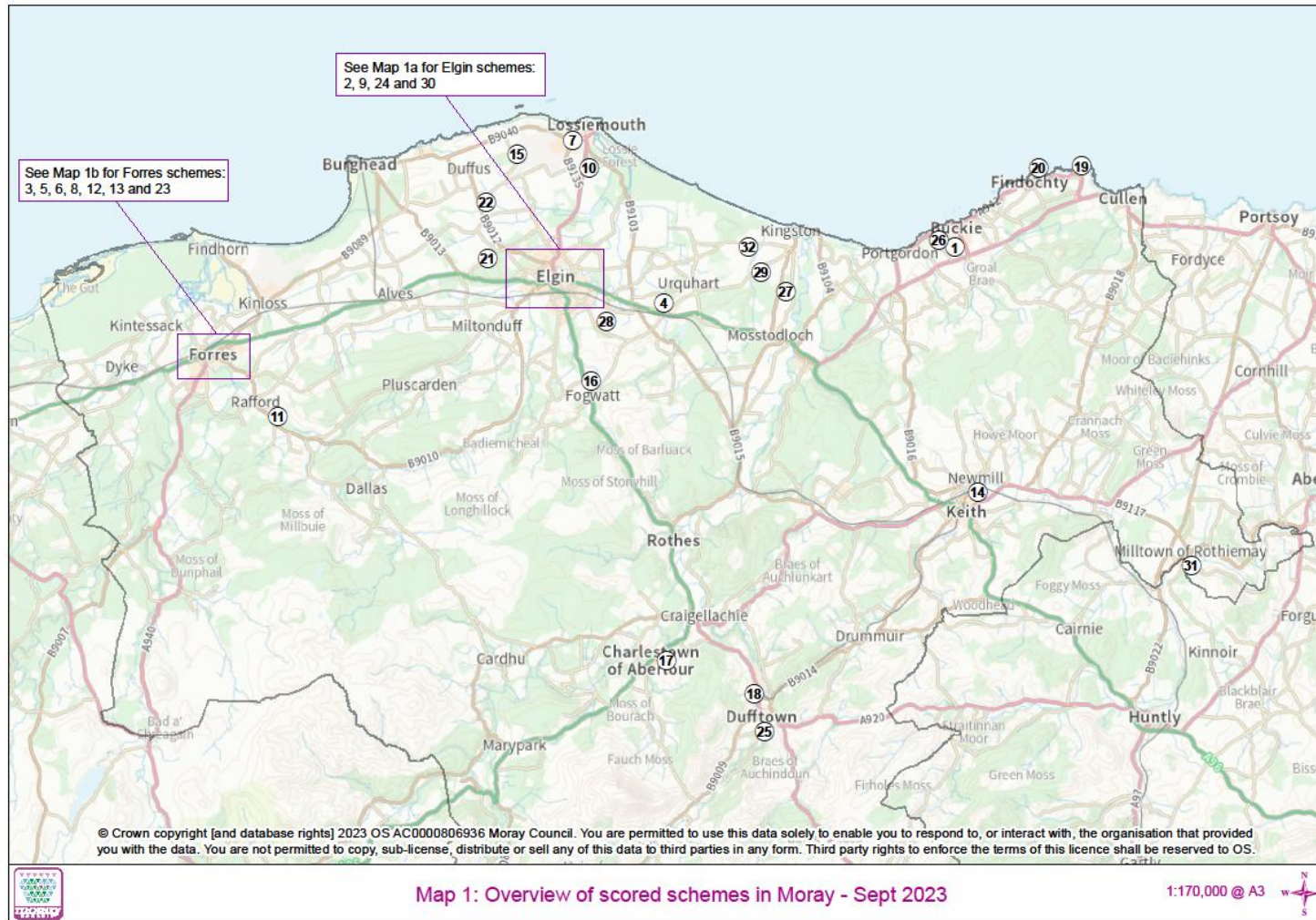
## Background Paper 2

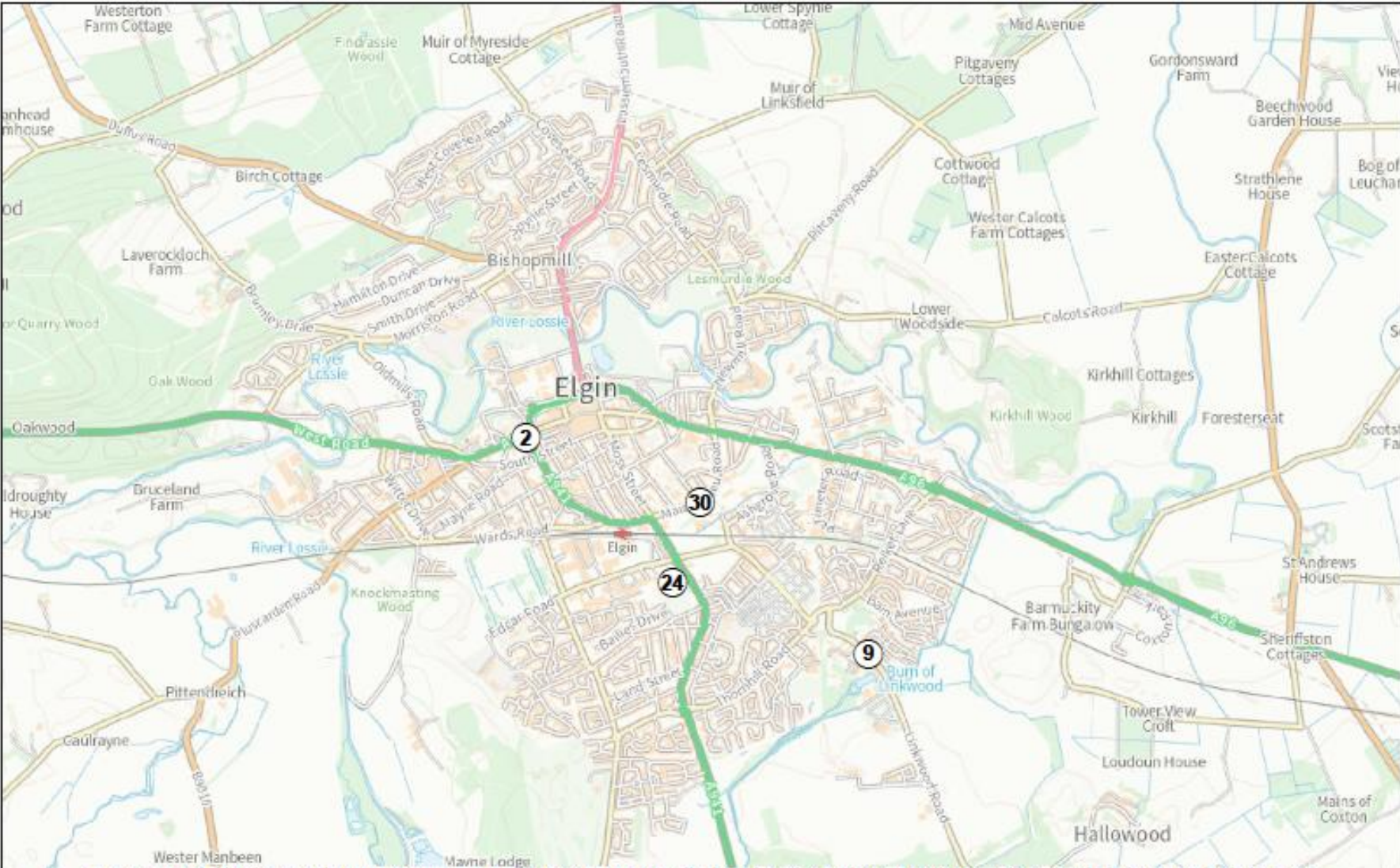
| <b>Weights to final scoring:</b> |             |  |  |
|----------------------------------|-------------|--|--|
| Infrastructure                   | 50%         |  |  |
| Placemaking                      | 30%         |  |  |
| Overarching Criteria             | 20%         |  |  |
|                                  | <b>100%</b> |  |  |
|                                  |             |  |  |
| <b>Type of actions</b>           | <b>CODE</b> | <b>Notes</b>   |  |
| Paths and/or Ways                | PW          | Either for pedestrians only, for cyclists only, or shared  |  |
| Road space Reallocation          | RR          | Reallocating space on the carriage way to AT   |  |
| Controlled Crossing              | CC          | Traffic signals at junctions or any type of pedestrian / cycle crossings (excluding bridges, that is PW) |  |
| Supporting Cycle Infrastructure  | SCI         | Bike parking stands, shelters or repair stations   |  |
| Route signage                    | RS          | Signage on cycle routes (rather than signage in town centres for instance) qualifies for AT funding      |  |
| Street Lights                    | SL          | Only qualifies for funding as part of a new and larger AT bid  |  |
| Placemaking                      | PM          | Only qualifies for funding as part of a new and larger AT bid  |  |
| Kerbs and Tactiles               | KT          | Will not qualify for funding, as is disability funding   |  |
| Public Transport Integration     | PT          | Connecting with existing or future public transport  |  |
| Study or further consideration   | ST          | Includes assessment, feasibility studies, spatial appraisals, optioning, etc.                            |  |



**ACTIVE TRAVEL STRATEGY AND ACTION PLAN ANNUAL UPDATE - ACTIVE TRAVEL PRIORITISATION TOOL**

**ANNEX 3 – MAPPING SHOWING LOCATION OF SCHEMES SCORED TO DATE**



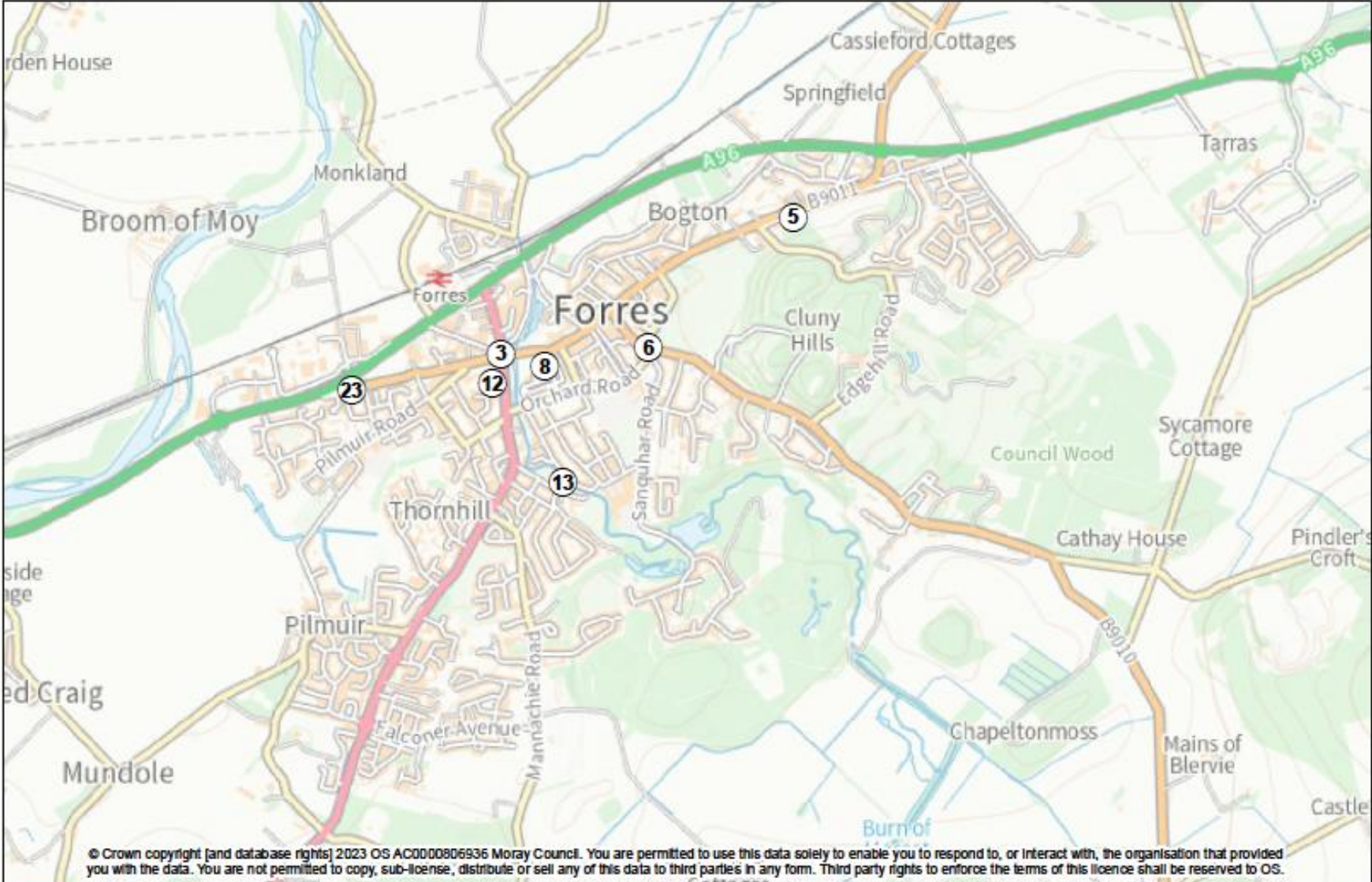


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Map 1a: Detail map - Elgin

1:28,000 @ A4 



Map 1b: Detail map - Forres

1:19,000 @ A4