



Coronavirus (COVID-19):
**Safer Public Spaces
for Scotland**

Urban Centres and
Green Spaces



Scottish Government
Riaghaltas na h-Alba
gov.scot

This page has been intentionally left blank



Contents

1. Introduction	1
1.1 Scotland’s route map through and out of the crisis	2
1.2 How to use this guidance	4
1.3 What we mean by “urban” and “green” spaces	4
2. Principles for safe urban centres and green spaces	6
2.1 Physical distancing	6
2.2 Protecting people who are at higher risk	6
2.3 Self-isolating	6
2.4 Addressing the needs of disabled people	7
2.5 Wider Public Health Benefits	7
2.6 Face coverings	7
2.7 Cleaning	8
2.8 Hygiene - hand washing	8
3. Identification of issues in urban centres and green spaces	11
4. Management of urban centres	13
4.1 Physical distancing in urban centres	13
Issues in urban centres	15
Potential interventions that could support physical distancing	16
4.2 Longer term opportunities	17
4.3 Physical distancing in high streets and town centres	18
4.4 Physical distancing in enclosed or semi-enclosed retail areas and outdoor markets	20
4.5 Physical distancing in public places around commercial buildings	22
4.6 Physical distancing in areas surrounding transport hubs	23
5. Active travel and mobility	25
5.1 The benefits of improved active travel	25
5.2 Wider accessibility and inclusion	25
5.3 Scotland's Transport Transition Plan	27
5.4 Temporary active travel infrastructure	27
6. Management of green spaces	35
6.1 Overview of issues and interventions in parks and burial grounds	35
Issues around parks and green spaces	35
7. Additional communication, technology and regulatory considerations	41
7.1 Temporary signage and communication considerations	41
7.2 Additional digital considerations	41
7.3 Additional security and enforcement considerations	42
7.4 Regulatory considerations	42
Traffic Regulations	43

Planning Permission..... 43

Permitted Development Orders 43

Fire Safety Regulations 44

8. Appendix 46

8.1 Where to obtain further information 46

8.2 Safer Places Guidance Documents..... 47

8.3 Security Guidance 47

8.4 Transport Scotland Guidance..... 47

8.5 Guidance for the safe use of places of worship.....48

8.6 Additional relevant external information 48

8.7 Checklist: Potential Interventions in your Places 50

1. Introduction



1. Introduction

This publication is a guidance document focusing on the design principles for safer urban centres and green spaces. The Health Protection (Coronavirus) (Restrictions) (Scotland) Regulations 2020 came into force on 26 March to allow enforcement of a range of measures in recognition of the threat posed to public health from the coronavirus. This guidance contains information and examples of interventions that may be undertaken by the owners and operators of public spaces to keep people safe as and when the restrictions are relaxed and urban spaces become busier. This guidance applies in Scotland only and does not impose any legal obligations.

This guidance is primarily for owners and operators of public places including but not limited to:

- Local authorities and town/city centre managers
- Landowners
- Commercial landlords responsible for public places
- Management companies

This document provides a framework for identifying the issues associated with the use of public places in light of the need for physical distancing. It focuses primarily on areas which are likely to have high footfall. It also includes practical interventions, which are temporary, for adapting and managing public places. This guidance covers external public spaces and is not intended for indoor shopping centres and malls.

It is intended to enable the owners and operators of public spaces to plan for the temporary adaptations and interventions that will be needed as the restrictions on leaving the home are gradually reduced. The rights and responsibilities set out in the Scottish Outdoor Access Code still apply. A link to the Code can be found in the Appendix.

Public health is devolved in Scotland. The Scottish Government has been working with the UK and Welsh Governments and the Northern Ireland Executive in its response to the pandemic, exchanging information and ideas and taking action collectively on a “four nations” basis where it is appropriate to do so. The circumstances and progress of the epidemic vary across the four countries, so there is a shared recognition that the approach taken in each, including the pace at which lockdown measures are adjusted, may vary. We will take distinctive decisions for Scotland if the evidence and judgement tells us that is necessary.

This publication has been developed from guidance first prepared by the UK Government’s Ministry of Housing, Communities and Local Government, (MHCLG). It is based on advice from technical experts and input from key industry groups associated with the ownership and management of urban and green spaces.

We expect this document will be updated over time – this version is up to date as of 26 June 2020. You can check for updates at <https://www.gov.scot/coronavirus-covid-19> . If you have any feedback regarding the content of this document and inform future guidance, please email to covid19planningenquiries@gov.scot .

1.1 Scotland's route map through and out of the crisis

On 21 May 2020, Scotland's First Minister announced the [route map](#) to easing the current COVID-19 lockdown arrangements. This route map takes an evidence-led and transparent approach to easing restrictions and sets out a phased approach towards the future. No dates or timescales have been set and the First Minister has made it clear that the basis on which a move to each phase is made will be dependent on meeting stringent criteria. We will also need to keep each of the phases constantly under review as we learn to live with the virus and see the impact the suggested changes make. The five phases of the route map are as follows:-

Lockdown: High transmission of the virus. Risk of overwhelming NHS capacity without significant restrictions in place. (*Criteria/Conditions: R is near or above 1 and there are a high number of infectious cases.*)

Phase 1: High risk the virus is not yet contained. Continued risk of overwhelming NHS capacity without some restrictions in place. (*Criteria/Conditions: R is below 1 for at least 3 weeks and the number of infectious cases is starting to decline. Evidence of transmission being controlled also includes a sustained fall in supplementary measures including new infections, hospital admissions, ICU admissions, deaths of at least 3 weeks.*)

Phase 2: Virus is controlled but risk of spreading remains. Focus is on containing outbreaks. (*Criteria/Conditions: R is consistently below 1 and the number of infectious cases is showing a sustained decline. WHO six criteria for easing restrictions must be met. Any signs of resurgence are closely monitored as part of enhanced community surveillance.*)

Phase 3: Virus has been suppressed. Continued focus on containing sporadic outbreaks. (*Criteria/Conditions: R is consistently low and there is a further sustained decline in infectious cases. WHO six criteria for easing restrictions must continue to be met. Any signs of resurgence are closely monitored as part of enhanced community surveillance.*)

Phase 4: Virus remains suppressed to very low levels and is no longer considered a significant threat to public health. (*Criteria/Conditions: Virus is no longer considered a significant threat to public health.*)

Greater detail on what people can expect in the five phases as we transition out of lockdown towards exit from the crisis is set out in the [route map](#). An announcement on the implementation of Phase 2 measures was made by the First Minister on 18th June.

1.2 How to use this guidance

This document sets out guidance across the main types of places in urban centres and green spaces that the Scottish Government advises should be assessed and adapted as necessary to operate safely in line with physical distancing measures.

Practical interventions are set out within the blue boxes.

The guidance is applicable to any type of urban and green space in cities, towns and settlements. Each owner/operator is advised to translate the principles and examples in this guidance into the specific actions they need to take, alongside other guidance produced by the Scottish Government.

1.3 What we mean by “urban” and “green” spaces

The focus of this document is those urban centres and green spaces likely to experience high footfall, particularly as Scottish Government guidance on staying at home is gradually eased.

Urban centres– focus on publicly accessible areas such as high streets, transport hubs and shopping areas.

Greenspaces– are publicly accessible open spaces focussed in, but not limited to, urban and suburban contexts including parks, burial grounds and cemeteries.

2. Principles for safe urban centres and green spaces

Owners and operators of public places should take into account the latest advice on physical distancing from the Scottish Government when identifying key issues in urban centres and green spaces.



2. Principles for safe urban centres and green spaces

Guidance on physical distancing, face coverings, cleaning and communications can be found below.

2.1 Physical distancing

The Scottish Government advises maintaining 2 metres (6ft) distance from others (outside of your immediate household) to reduce the risk of transmission of coronavirus. Where physical distancing is not possible, owners and operators as well as the general public, are advised to do everything they can to reasonably reduce the risk. Links to further guidance can be found in the Appendix.

2.2 Protecting people who are at higher risk

The aim of shielding is to protect people who are at greatest risk of severe illness if they catch COVID-19. However, the Scottish Government recognises that asking people to stay at home and minimise all contact with others for a long period of time can significantly impact on quality of life as well as mental and physical health. Having shielded for a considerable time, many people are feeling very anxious about what will happen next. They are eager to resume their lives but unsure how shielding can end while the virus continues to exist in our communities.

In [‘Shielding - A Way Forward for Scotland’](#) the Scottish Government starts to answer those questions and chart a possible route out of shielding that allows more freedom while keeping those most at risk safe.

2.3 Self-isolating

[‘Test and Protect’](#) is Scotland’s approach to implementing the 'test, trace, isolate, support' strategy. It is a public health measure designed to break chains of transmission of COVID-19 in the community. Up to now, we have asked people who have symptoms of the virus to self-isolate for 7 days, and the people they live with to self-isolate for 14 days. However, in order to reduce the likelihood of transmission, the NHS will also now be asking people to self-isolate who do not have symptoms but have been in close contact with someone who has been confirmed by testing to have the virus. Information and support for people who are asked to self-isolate because of COVID-19 is available at the below link.

<https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19/test-and-protect/coronavirus-covid-19-guidance-for-households-with-possible-coronavirus-infection>

2.4 Addressing the needs of disabled people

The Mobility and Access Committee for Scotland (MACS) is an advisory non-departmental public body which considers matters about the needs of disabled persons in connection with transport and advises the Scottish Ministers on such. MACS has recently produced 'Transport Transition Plans - guidance to operators on assisting disabled passengers' and also guidance on 'Temporary Street Measures during the Coronavirus Crisis'. The guidance makes it clear that it is essential that the impacts upon disabled people (including people who have difficulty walking, wheelchair users, people with cognitive impairments, including dementia, blind and deaf people) are considered. Links to this specific guidance and to the wider work of MACS are located in the Appendix. It is vitally important to remember, as highlighted by the Royal National Institute of Blind People (RNIB), that not all disabilities, including sight loss, are visible.

2.5 Wider Public Health Benefits

The guidance contained in this document is aimed at supporting people to return safely to public spaces whilst maintaining physical distancing. The careful consideration of how measures to support physical distancing are implemented also has the potential to impact positively on wider determinants of health and wellbeing and on health inequalities.

Therefore, wherever possible interventions to support physical distancing should also aim to take advantage of co-benefits for issues such as physical activity and alleviating isolation and loneliness for vulnerable groups.

In particular, interventions should aim to address the needs of specific population groups for whom both the impact of COVID -19 and restrictions have presented additional or different challenges, such as communities living in disadvantage or disabled people.

2.6 Face coverings

The Scottish Government has produced guidance on 'Staying at home and away from others' which can be viewed online (see link in the Appendix). This includes specific guidance on face coverings, and indicates that, whereas the scientific evidence on the benefits of their use is limited, there may be some benefit in wearing a face covering when entering an enclosed space such as a public transport vehicle, or in a railway or bus station or airport where physical distancing is more difficult and where there is a risk of close contact with multiple people that an individual would not usually meet. This measure will also rebuild public confidence in the use of our public transport.

People in Scotland must thus wear a face covering on public transport and public transport premises such as train stations and airports from 22 June 2020. A face covering is a facial covering of the mouth and nose, that is made of cloth or other textiles and through which you can breathe, for example a scarf. You may also use if you prefer a face visor but it must cover your nose and mouth completely. It is most important that what you wear is comfortable when it is being worn.

Details on the use of face coverings and any exemptions from this can be found at the below link.

<https://www.gov.scot/publications/coronavirus-covid-19-phase-2-staying-safe-and-protecting-others/pages/face-coverings/>

In addition to having to wear a face covering on public transport we strongly recommend that you wear a face covering in other enclosed environments, such as shops, as a precautionary measure to stop the spread of the virus.

2.7 Cleaning

Owners and operators are advised to implement cleaning protocols to limit coronavirus transmission in public places. It is advised that touch points (e.g. handrails and gates) should be particular areas of focus for increased cleaning. Links to further guidance can be found in the Appendix.

2.8 Hygiene - hand washing, sanitation facilities and toilets

To help everyone maintain good hygiene, consideration should be given to:

- Using signs and posters to build awareness of good handwashing technique; the need to increase handwashing frequency; to avoid touching your face; and the need to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available. Perform hand hygiene after this.
- Providing regular reminders and signage to maintain hygiene standards.
- Providing handwashing facilities and/or hand sanitiser in multiple locations in addition to washrooms. Handwashing facilities and sanitiser should be accessible for disabled people.
- Setting clear use and cleaning guidance for toilets to ensure they are kept clean and physical (social)-distancing is achieved as much as possible.
- Enhancing cleaning for busy areas.
- Special care should be taken for cleaning of portable toilets. Where portable toilets are used, they must allow for proper hand hygiene and cleaning
- Providing more waste facilities and more frequent rubbish collection.
- Providing hand drying facilities – either paper towels or electrical driers.

The impact of COVID-19 has led to widespread behaviour change and there is likely to be higher demand for sanitation facilities in outdoor settings. Consideration should be given to the opportunities to provide sanitation facilities for long term use.

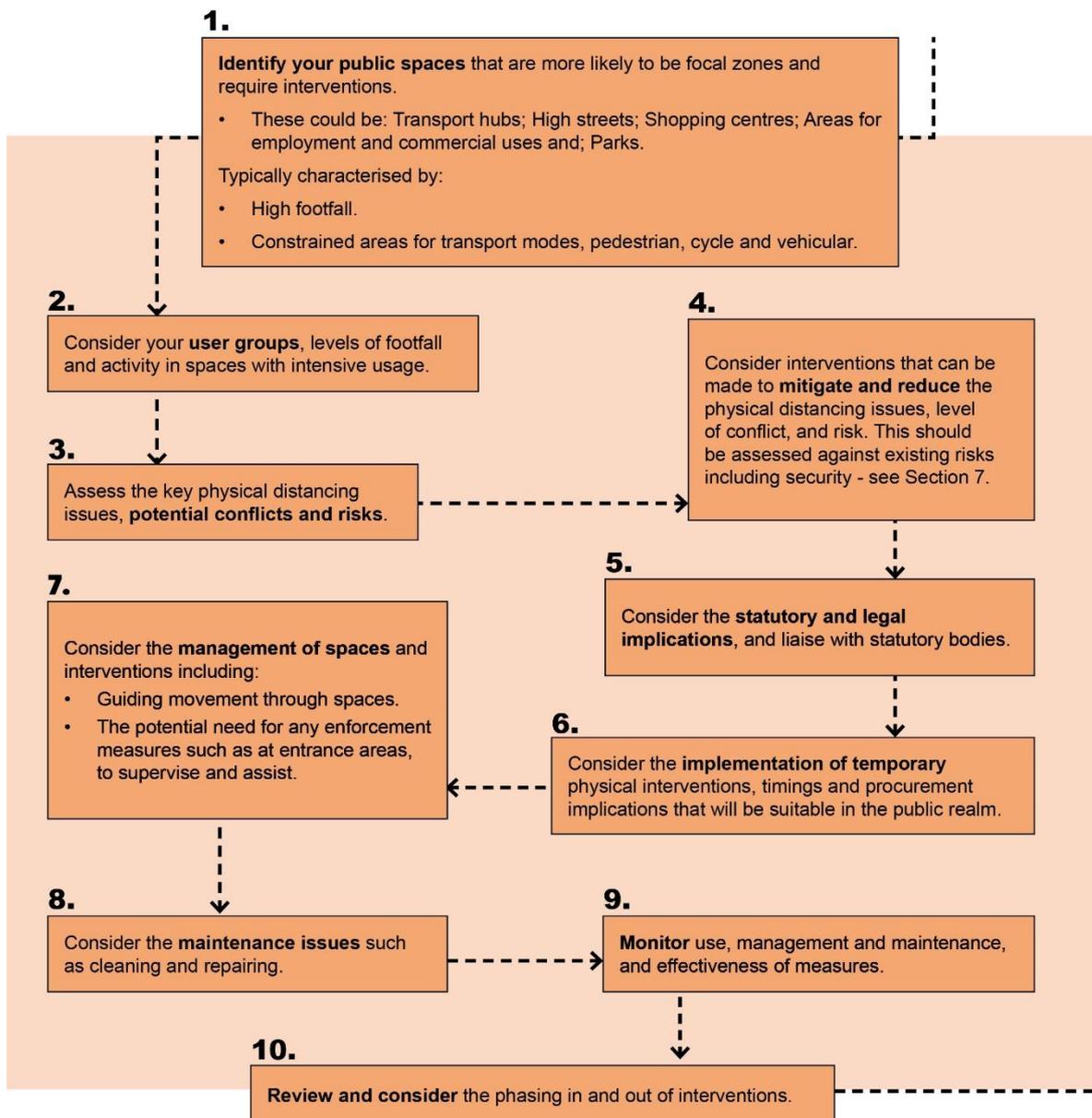
3. Identification of issues in urban centres and green spaces

Using the latest Scottish Government advice on physical distancing, this decision tree sets out a process to identify issues and interventions for maintaining physical distancing in urban centres and green spaces.



3. Identification of issues in urban centres and green spaces

It will be important to identify the key design issues and potential temporary interventions related to physical distancing in urban centres and green spaces. This will be particularly important in focal zones, which are those areas with the densest development and where high levels of footfall are expected. The following steps could be applied:





4. Management of urban centres

When applying the decision tree, owners and operators are advised to consider the common issues and temporary interventions that have been identified for urban centres. Common issues outlined in this chapter include managing high footfall and queues around shops and bus stops and busy high streets. It also suggests potential interventions to these issues from pavement markings to digital signs.



4. Management of urban centres

4.1 Physical distancing in urban centres

To ensure physical distancing in urban centres, owners and operators are advised to consider the utilisation of pedestrian space, movement of people, queuing requirements and traffic management. The focus should be on temporary interventions in areas of highest footfall, particularly those that provide a range of attractions and services as they pose the greatest risk. This guidance should be read alongside Scotland's Transport Transition Plan, which set out what steps public transport operators must take to make buses, trains, ferries, taxis and private hire vehicles as safe as possible. The Plan also provides guidance and advice on managing the demand for public transport, encouraging people to stay in their local areas for services and to walk, wheel and cycle where possible, as well as indicating sources of support for active travel.

Support for the implementation of physical distancing measures for towns is available through the Scottish Government [Towns and BIDS Resilience and Recovery Fund](#), administered by Scotland's Towns Partnership. The fund is aimed at supporting actions to help prepare towns, their communities and businesses for the gradual easing of lockdown rules.

Links to this funding and further guidance can be found in the Appendix.

Every urban centre will have its own unique issues and temporary interventions that can be introduced to enable physical distancing. However, there will be some common issues. The diagram below identifies key urban centres that are likely to be focal zones. These are likely to be areas of constrained space and with high levels of footfall.

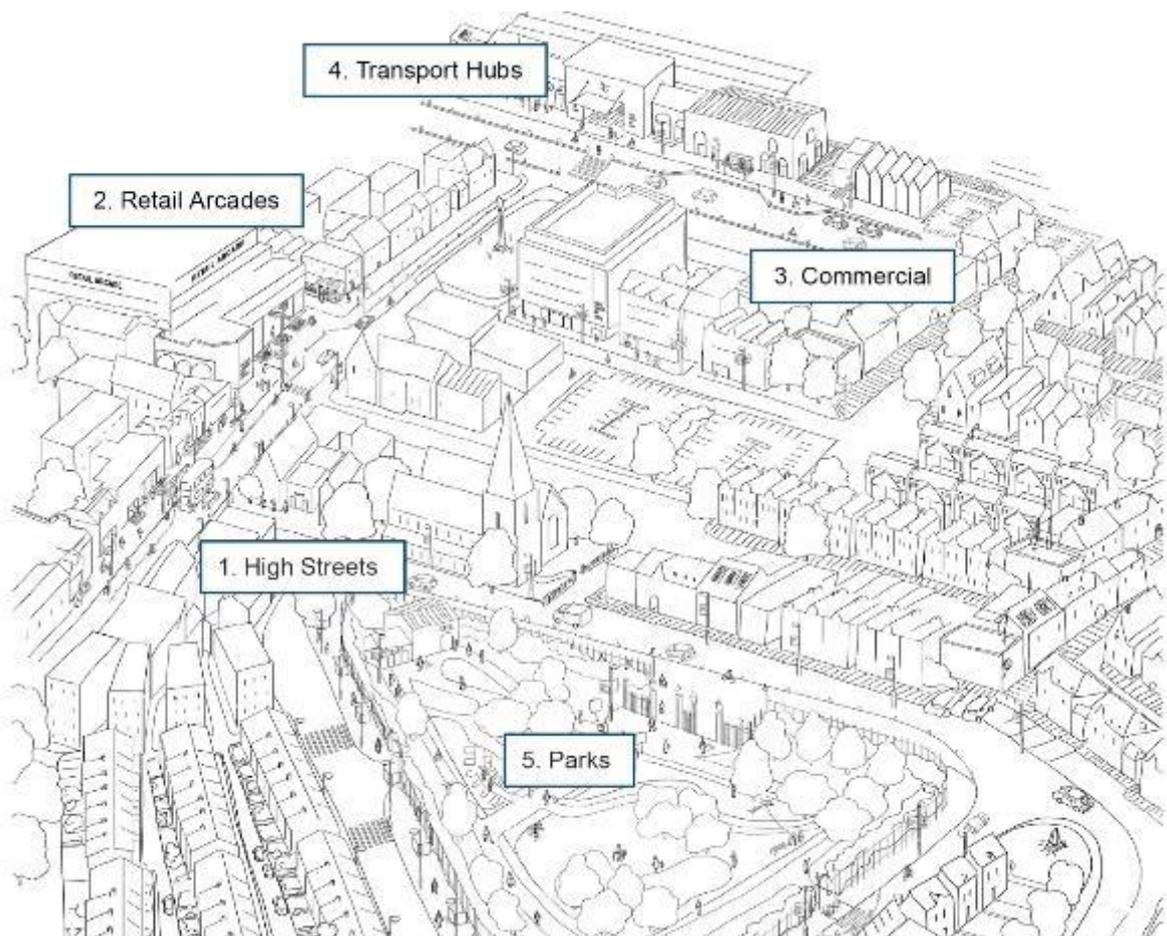


Figure 1: Overview - typical urban centre illustration

Issues in urban centres

Issues for maintaining physical distancing in urban centres include:

- The needs of disabled people and other groups who may have additional needs requires to be kept under consideration. Consider the needs of visually impaired people, who may require orientation for areas which have been redesigned.
- High footfall and areas of dense population, particularly at peak times.
- Multiple queues due to restricted entry and exit points into different areas or shops.
- Pedestrian and cycling movement flows varying as different people move to different shops and facilities.
- Constraints on pedestrian movement from unnecessary obstacles such as planters, transport stops, landscape features and bins, while also considering issues such as the need for seats for the older people and disabled people, to ensure they are not further excluded.
- Need to provide space for regular, safe, formal and informal road crossing points. Consideration should be given to the need for appropriate signs or markings to indicate crossing points for visually impaired people.
- Need to accommodate people entering and exiting spaces from different types of transport e.g. foot, cycles, bus, train (and underground or tram), cars in the same area.
- Higher levels of cycling, traffic congestion and increased need for vehicle access.
- Need to accommodate high levels of cycling in and around busy centres, including provision of cycle racks or cycle storage.
- Multiple landowners and stakeholders operating in the same areas requiring a coordinated approach
- Ability to wash hands or hand sanitation.
- It is important that Equality Impact Assessments (EQIA's) be undertaken when developing proposals to ensure that any new interventions address consider implications for people with one or more of the protected characteristics. Whilst EQIA should be proportionate there is a need to consider the context of any intervention(s) against the needs of the general equality duty as set out in section 149 of the Equality Act 2010.

Potential interventions that could support physical distancing

This is what you should be considering for the utilisation of pedestrian space:

- Footway widening to accommodate distancing between pedestrians, including the use of temporary barriers in the carriageway; changes to parking bays, loading bays and relocating cycle lanes. The needs of disabled people, including access to disabled parking bays should be considered when making changes to street layouts.
- Reduce or relocate unnecessary obstacles, for example planters, and add markings/tape on seating to maintain physical distancing. Security considerations and the impacts of measures on disabled people and other groups needs to be kept under consideration and may call for a balanced approach.
- Signage and communications to remind pedestrians of distance requirements. This could be through spray markings and signage at entrances and movement intersections. Any additional signage or markings should provide colour and tonal contrast to enable accessibility.

This is what you should be considering for pedestrian movement:

- One-way movement of pedestrians to maintain 2m (6ft) distancing if appropriate.
- Signage and space to encourage pedestrians to wait and allow others to pass at entryways or along footpaths.
- Provide separate entry and exit routes for pedestrian access with clear signs containing colour and tonal contrast.
- Maximise access to entry and exit routes to minimise queues.
- Move bus stops/shelters to areas which can accommodate queuing in line with physical distancing requirements. These areas should also be able to accommodate disabled people.
- Aim to have a pedestrian corridor that is free of obstacles with access to dropped kerbs and tactile paving provided where required. This will help disabled people to navigate and maintain physical distancing.
- Alterations to traffic signal times and phases to give greater priority to pedestrians.

This is what you should be considering for queuing:

- Defined areas to indicate where pedestrians should stand when queuing using spray markings or temporary barriers.
- Management of multiple queues for different businesses through clear signage and the use of marshals as appropriate.
- ‘Do not join the queue’ signs provided at popular destinations, when capacity reached.
- Consider the needs of disabled people and older people, who may not be able to stand for long, in the provision for queuing.

This is what you should be considering for traffic management:

- Traffic lanes could be closed, made one way or completely pedestrianised. Links to further guidance can be found in the Appendix.
- Consider the need for delivery access, timing and essential access for street works and maintenance.
- Consider car parking layout and spacing, reducing capacity if appropriate. On-street parking could be suspended to facilitate other measures, while taking account of any accessible parking bay needs.
- Depending on circumstances, it may be advantageous for temporary car parking areas to be located at the edge of town centres and busy areas. This may help to disperse traffic from busy areas, reduce the impact of the loss of car parking due to footway enlargement, and allow the prioritisation of car parking for disabled people within town centres.
- Signage to inform pedestrians and road users of changes to road layouts.
- Security considerations, and the impact of measures on people with disabilities and other groups, need to be kept under consideration. This includes access for blue badge holders and may call for a balanced approach.

4.2 Longer term opportunities

While the measures outlined here concern temporary provisions, consideration can be given to longer term opportunities to improve and rethink urban spaces from a strategic perspective. When considering the longer term, equality issues should be considered and appropriate groups and individuals consulted.

Monitoring and evaluation of interventions should be carried out in order to assess risk and wider public health and environmental benefits.

4.3 Physical distancing in high streets and town centres

High streets are the main street(s) in a town or city and are the typical location for most shops, banks, offices and other businesses. High streets typically have high levels of footfall within constrained and complex urban environments. They have a wide variety of different and competing user groups and modes of transport. High streets have peak usage times in the morning, lunch time, late afternoon and at the weekend. It is within high streets that conflict in achieving physical distancing is most likely to arise.



Figure 2: Physical distancing interventions in high streets and town centres

Typical temporary interventions to consider for high streets and town centres:

1. Widen footways by utilising the carriageway
2. Reduce traffic speeds using traffic calming measures
3. Pedestrianise and consider impact on traffic movement
4. Suspend on street parking to facilitate other measures whilst maintaining appropriate provision for disabled people.
5. Minimise pinch points, whilst taking into consideration security and the needs of disabled people and older people.
6. Safe, level crossing points
7. Seating areas for disabled people and older people.
8. Introduce cycleways
9. Phase delivery timings in loading bays
10. Queue marking indicators on pedestrian areas, focusing queues along the building frontage where appropriate
11. Signs on physical distancing and circulation, particularly at conflict points such as junctions and crossings
12. Use existing street furniture (e.g. lampposts) for signage to avoid impacting on pedestrian flows

13. Allow space where multiple queues meet
14. Signs to limit queue length, helping manage multiple queues and pedestrian flows
15. Marshals to help manage queues and pedestrian flows
16. Keep building entrances and footpaths clear, whilst taking account of the needs of disabled people, older people and security considerations
17. Maximise access and introduce one-way entry and exit points
18. Accessible signs reminding users to physically distance at bus stop waiting areas
19. Additional cleaning regimes and maintenance
20. Signs at public toilets for queuing, physical distancing and automatic sanitising

Case study

Glasgow City Council is implementing a city-wide strategy to create spaces for people to move around safely, as well as supporting the city to reopen for the business, after being awarded £3.5 million from Scottish Government's 'Spaces for People' fund. The first stage involves street-by-street changes to the city centre, in order to prioritise pedestrian space around transport hubs, core shopping streets and identified pedestrian pinch points.

Measures include the reallocation of 25 kilometres of kerbside road lanes in the city centre for walking and cycling and the creation of temporary cycling routes. Additionally, one-third of the city centre's 2,000 on-street parking spaces will be suspended in the short term.

Key thoroughfares outside of the city centre have been closed to vehicular traffic to allow greater space for people undertaking daily exercise in and around Kelvingrove Park and the new Clydeside pop-up cycle lane which provides a lane for cyclists travelling west, and runs for 1.5 miles between Saltmarket and the Clyde Arc.

Neighbourhoods with high pedestrian footfall are under consideration for the introduction of similar short-term measures, including Byres Road, Partick, Shawlands, Maryhill and Dennistoun. Other neighbourhood hubs such as Pollok, Drumchapel, Easterhouse and Castlemilk will also be examined for suitability. Designs are at an early stage but are likely to involve the removal of some parking spaces to provide additional footway space for people to safely access services and public transport

4.4 Physical distancing in enclosed or semi-enclosed retail areas and outdoor markets

Enclosed and semi-enclosed retail areas are likely to have high peak time footfall levels and restricted access and exit points. In addition, they will have delivery and servicing requirements. Outdoor Markets should be planned and set-up to allow for 2m (6ft) physical distancing, spacing between stalls, queuing and the safe flow of people.

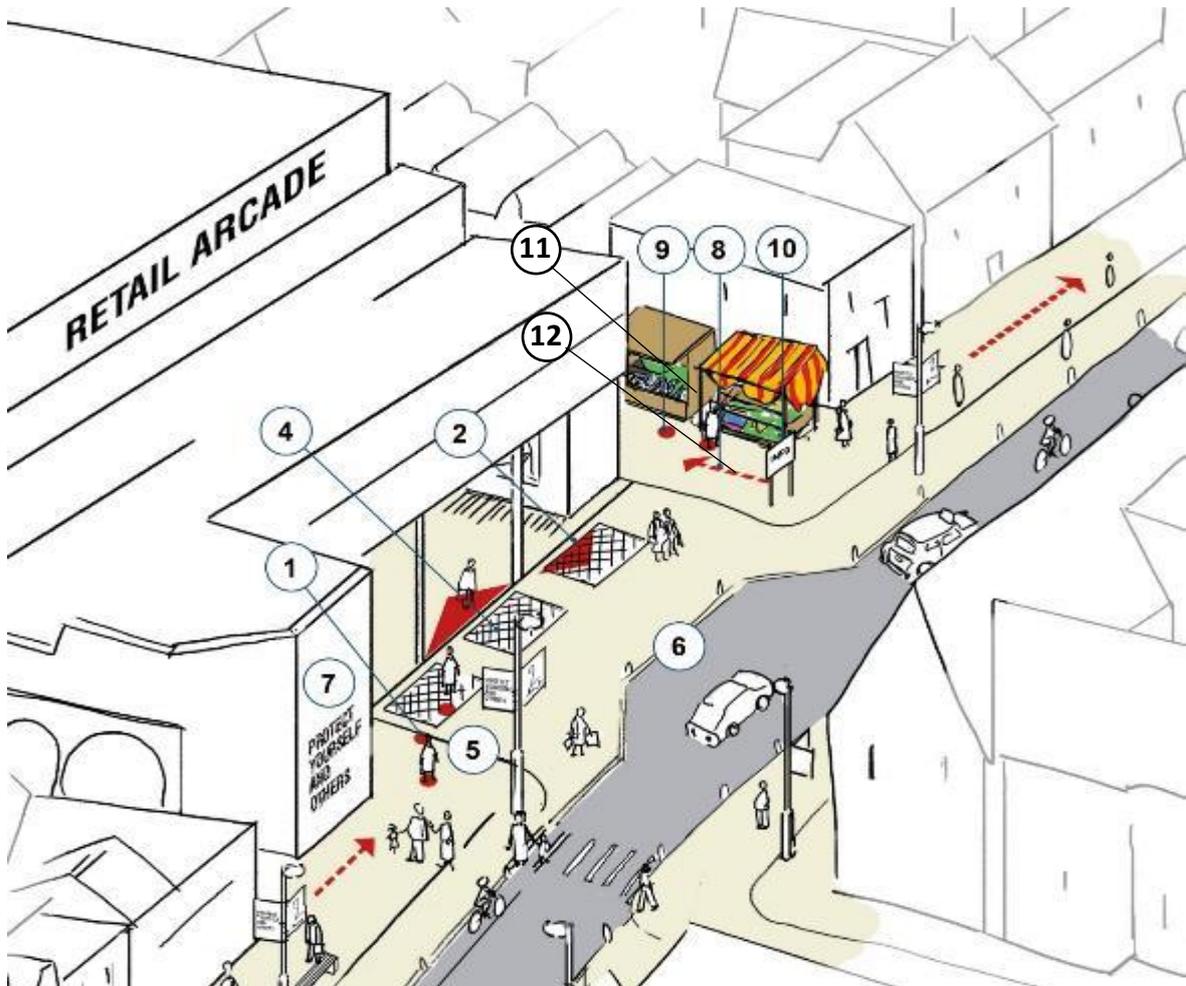


Figure 3: Physical distancing interventions in enclosed or semi-enclosed retail areas and outdoor markets

Typical temporary interventions to consider for retail areas and outdoor markets:

1. Queue marking indicators and barriers outside main entrance. Such markings should incorporate tonal contrast and, where appropriate, tactile markings.
2. Maximise access and introduce one-way entry and exit points
3. Phasing of access and opening times
4. Keep building entrances clear
5. Identify waiting zones
6. Phase delivery timings in loading bays
7. Signs on physical distancing and circulation
8. One-way circulation for street markets
9. Queue markings for street stalls
10. Signage and information provided at widened entry and exit points for markets
11. Spacing between stalls
12. Demarcation between queues and people flow

4.5 Physical distancing in public places around commercial buildings

The public spaces around commercial buildings will typically be around office buildings, office developments and business parks. The ownership of these spaces is likely to vary, with many spaces associated with private landowners. The use of these spaces will be heavily influenced by the working patterns of the tenants of these offices. Commercial spaces will typically have higher volume and density of use at the start of the working day particularly 8-9 am and at the end of the working day between 5-6 pm. Owners and operators should be aware that businesses and other commercial operations may implement staggered opening times to support the facilitation of physical distancing in public spaces or on public transport. Any changes to opening hours / hours of operation and the impact this may have on foot traffic in public spaces should be considered.

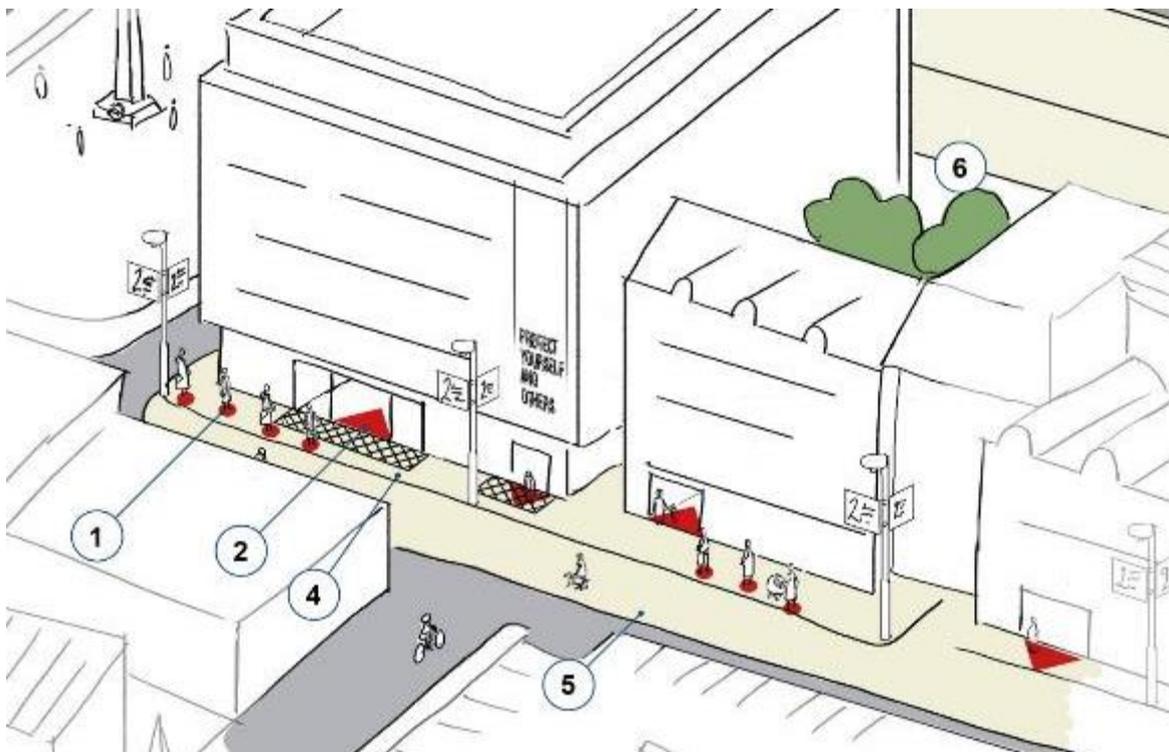


Figure 4: Physical distancing interventions in areas around commercial buildings

Typical temporary interventions to consider for commercial areas:

1. Queue marking indicators outside office entrances
2. Maximise access and introduce one-way entry and exit points
3. Phasing of access and opening times
4. Keep building entrances clear
5. Widen footways by utilising the carriageway
6. Phase delivery timings in loading bays

4.6 Physical distancing in areas surrounding transport hubs

The areas around transport hubs typically include bus stations, train stations and tram stations. These areas may have high levels of footfall with large numbers of people congregating and waiting. There is typically interchange with other modes of transport like taxis, cycle hubs and private car use. Scotland's Transport Transition Plan provides separate guidance to help transport operators keep their staff and those using their services safe and should be read alongside this document (link can be found in the Appendix).

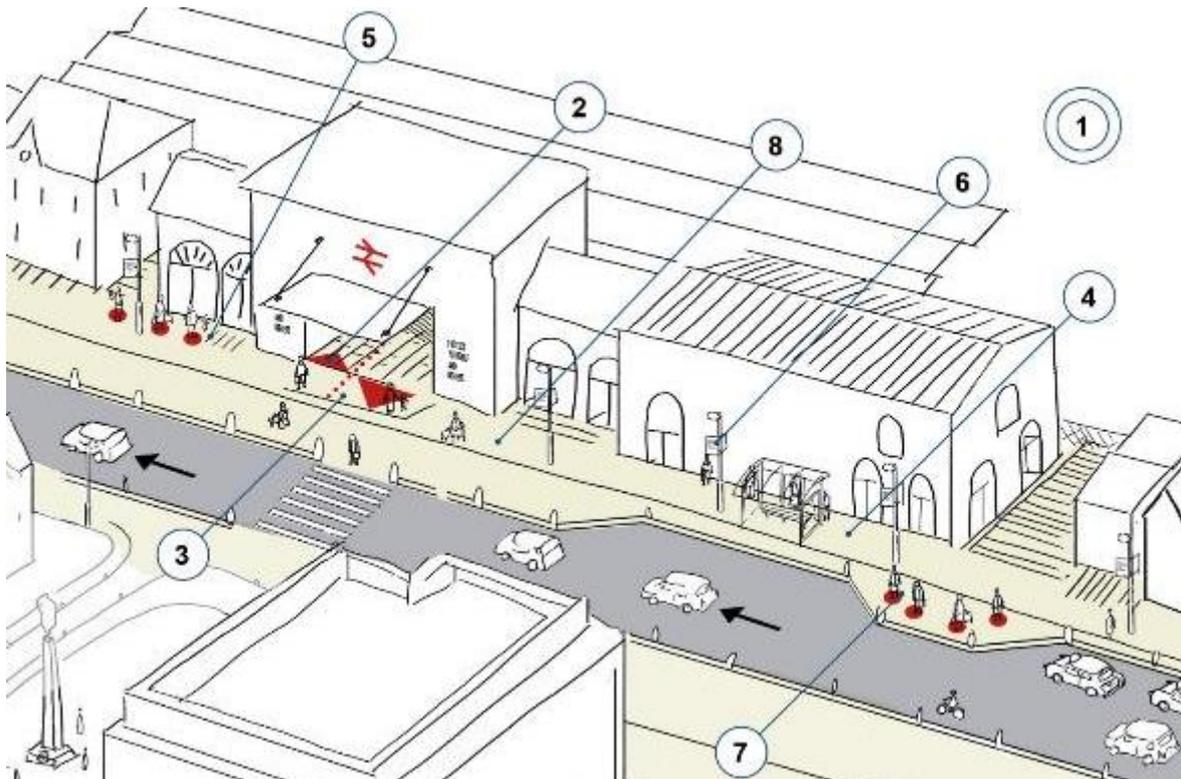


Figure 5: Physical distancing interventions in areas around transport hubs

Typical temporary interventions to consider for transport hubs:

1. Develop a zonal plan for station hub highlighting destinations, conflict zones and desire lines
2. Queue marking indicators and barriers outside main entrance. Such markings should incorporate tonal contrast and, where appropriate, tactile markings
3. Maximise access and introduce one-way entry and exit points
4. Allow space where multiple queues meet
5. Identify waiting zones
6. Signs on physical distancing and circulation
7. Taxi, bus, cycle and pick up to have waiting zones with identified routes through
8. Consider reallocation of station forecourt to provide more space for interchange. Consider appointment of marshals to help manage the flow of people into, and out of transport hubs

5. Active travel and mobility

During lockdown, many people have turned to walking, wheeling and cycling to exercise or to make journeys that may have previously involved vehicles or public transport. The encouragement of walking and cycling can help to alleviate pressure on public transport, which may be affected by physical distancing requirements. As well as providing safety, health and wellbeing benefits for individuals, active travel can also reduce pollution and motor vehicle traffic, which can further increase its attractiveness.



5. Active travel and mobility

5.1 The benefits of improved active travel

Whilst this Safer Public Places Document is a practical guide to highlight the various issues that require to be considered now in terms of physical distancing and management of busy public areas, it opens up the possibilities for change over the longer-term.

The period since the lockdown has seen some evidence that more people are cycling and jogging for leisure and health, as well as regularly walking and wheeling for exercise. Walking, wheeling and cycling can also be an important way for many people to access local services. Many of these behavioural changes, if they were to continue beyond the present period, would be beneficial for individual health and wellbeing, as well as for global and local environments, by helping to reduce the need to travel and, in turn, lowering climate emissions and air pollution.

In considering the physical interventions necessary at this time, it is important to consider the opportunities that could be taken now which would encourage and support a culture of positive active travel behaviour in the future.

5.2 Wider accessibility and inclusion

Taking an inclusive approach to any required interventions is essential. New interventions in streets and public spaces can be disorientating for some people, particularly for disabled people and older people who may experience additional challenges in accessing local facilities or work.

It is important to consider the needs of all street users, particularly disabled people and older people when planning new measures. Disabled people require specific measures to allow them to safely navigate street areas, such as dropped kerbs and tactile markings.

Ensuring that local centres are connected to wider movement networks in safe and accessible ways is important. This can help to promote active travel options, reducing car journeys and the reliance on public transport.

A range of issues to support the needs of disabled people and older people are contained throughout this guidance. Some of the key issues to consider are set out below.

Delivering an inclusive environment

- Establish a pedestrian corridor that is free of obstacles with access to dropped kerbs and tactile paving provided where required.
- Provide regular, safe, formal and informal road crossing points
- Ensure that any additional signage or markings provide colour and tonal contrast to enable accessibility
- Provide seating to meet the needs of disabled people and older people, who may not be able to stand for long, in the provision for queuing.
- Operating times that prioritise certain groups, such as older people and disabled people, may reduce the requirement for queuing for vulnerable groups.
- Segregate pedestrians from cyclists wherever possible, to reduce potential conflict between street users. This is particularly important for visually impaired people
- Maintain access to parking for disabled people when considering changes to parking arrangements and street layouts
- Consider undertaking an Equality Impact Assessment (EQIA) when developing proposals to ensure that any new interventions address implications for people with protected characteristics under the Equality Act 2010.
- It is important that Equality Impact Assessments (EQIA's) be undertaken when developing proposals to ensure that any new interventions address consider implications for people with one or more of the protected characteristics. Whilst EQIA should be proportionate there is a need to consider the context of any intervention(s) against the needs of the general equality duty as set out in section 149 of the Equality Act 2010.
- Consider the needs of workers, in particular disabled people and older people, when developing any interventions.
- Consultation with disabled people, access panels and disability organisations will support measures to ensure that the needs of disabled people are addressed.
- Monitor the effectiveness and impact of any measures implemented, engaging with relevant groups and individuals to ensure that inclusion and accessibility requirements are supported.

5.3 Scotland's Transport Transition Plan

Scotland's [Transport Transition Plan](#) will continue to be developed by Transport Scotland as the situation changes, and will:-

- inform passengers about when and how to safely access public transport; support management of travel demand;
- reinforce broader messages on physical distancing and discourage unnecessary travel; and
- inform passengers and road users of busy areas and times to encourage alternative choices.

Importantly, the Transport Transition Plan also aims to sustain behavioural changes, including the encouragement of active travel options and staggering journeys to avoid peak times, Transport Scotland recognises that walking and cycling trips have increased as people stay in their local areas for services and physical activity. The rise in the use of walking, wheeling and cycling will be encouraged by Transport Scotland throughout all of the phases of Scotland's route map through and out of the crisis.

5.4 Temporary active travel infrastructure

Sustrans Scotland '[Spaces for People](#)' initiative

To better enable physical distancing, the Scottish Government is fully funding a new infrastructure programme for pop-up walking and cycling routes or temporary improvements to existing routes. This is supported by a package of guidance and support to local authorities from Transport Scotland and Sustrans Scotland for improvements such as widened pavements and cycle lanes.

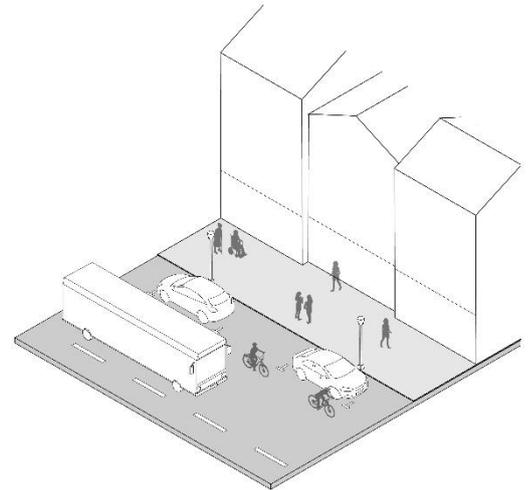
Across the world, cities have seen increased rates of cycling as the number of car journeys have declined due to COVID-19 restrictions – and many cities have responded to this by reallocating road space to better enable this shift and make it safer for people who choose to walk, wheel or cycle for essential trips or for physical activity. Scotland's towns and cities will now be able to do the same.

Every year, Transport Scotland and Sustrans Scotland run the '[Places for Everyone](#)' active travel infrastructure initiative – and we know the impact of COVID-19 means that local authorities will not have the capacity to design and apply for complex multi-year infrastructure programmes due to the necessary focus on responding to the outbreak. As such, £30 million has been repurposed from the 'Places for Everyone' budget to deliver the new 'Spaces for People' (SfP) initiative with no match funding from local authorities required, while continuing to support previously committed projects. Once SfP reaches full subscription, there are a number of ongoing active travel programmes which support and promote walking and cycling. Further information on these can be found on the [Transport Scotland website](#) .

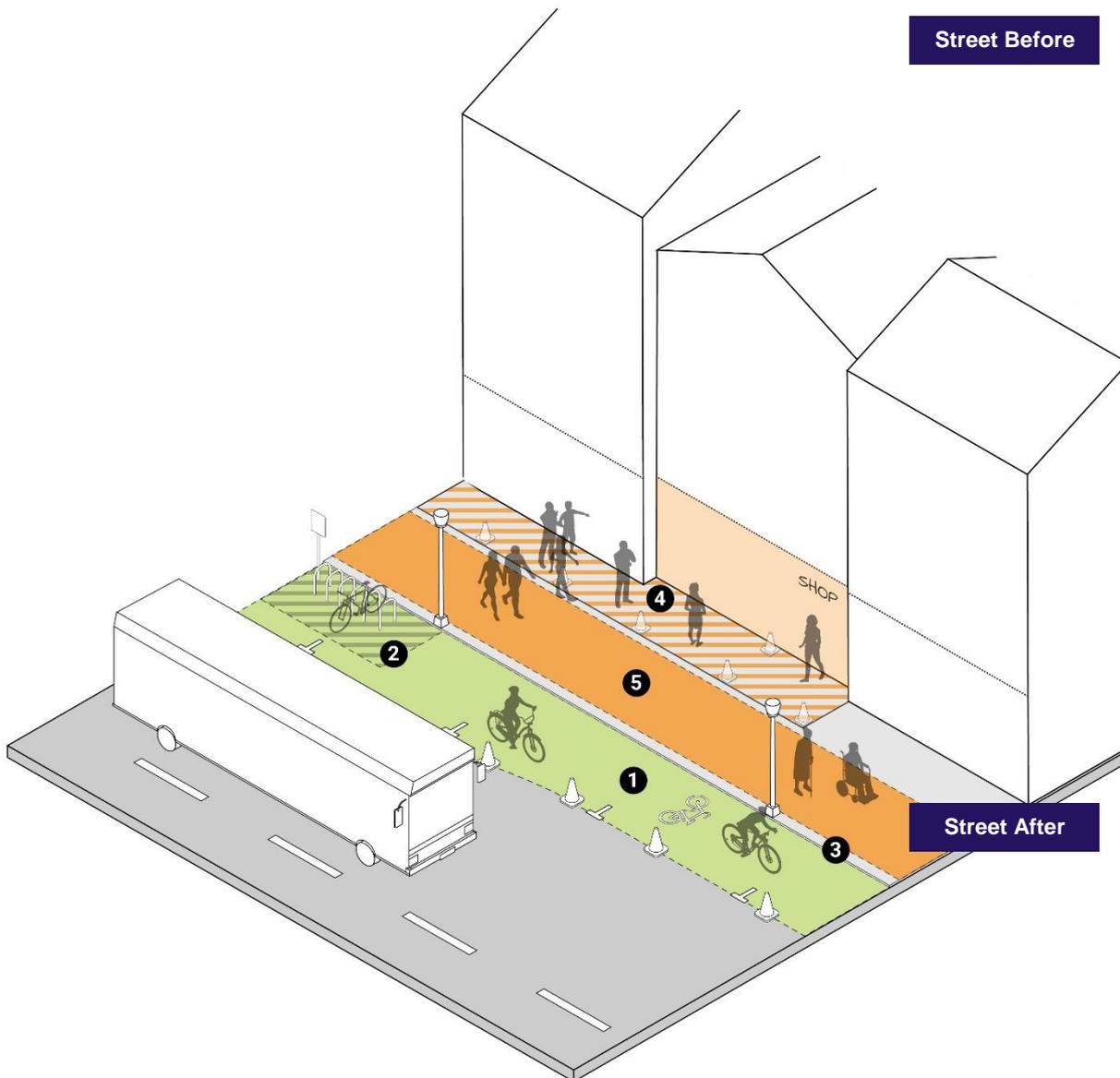
The following diagrams show examples of reallocating space within typical Scottish high streets. These principles and interventions can be applied in rural towns as well as busier urban locations:

Temporary Cycleways and Queuing

1. Utilise carriageways and reallocated road space to introduce safe temporary cycle lanes.
2. Implement temporary bike parking where possible.
3. Ensure appropriate safety measures are in place for clear segregation between traffic lanes, cycleway and pedestrian footways.
4. Allocate appropriate space for queuing.
5. A clear, unobstructed route should be maintained for pedestrians on existing footways, with particular consideration given to the needs of disabled people.



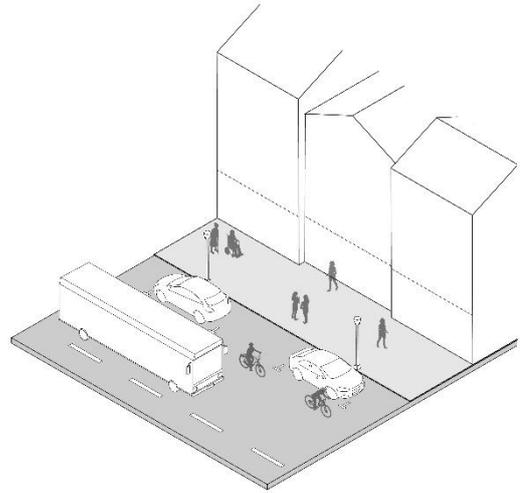
Street Before



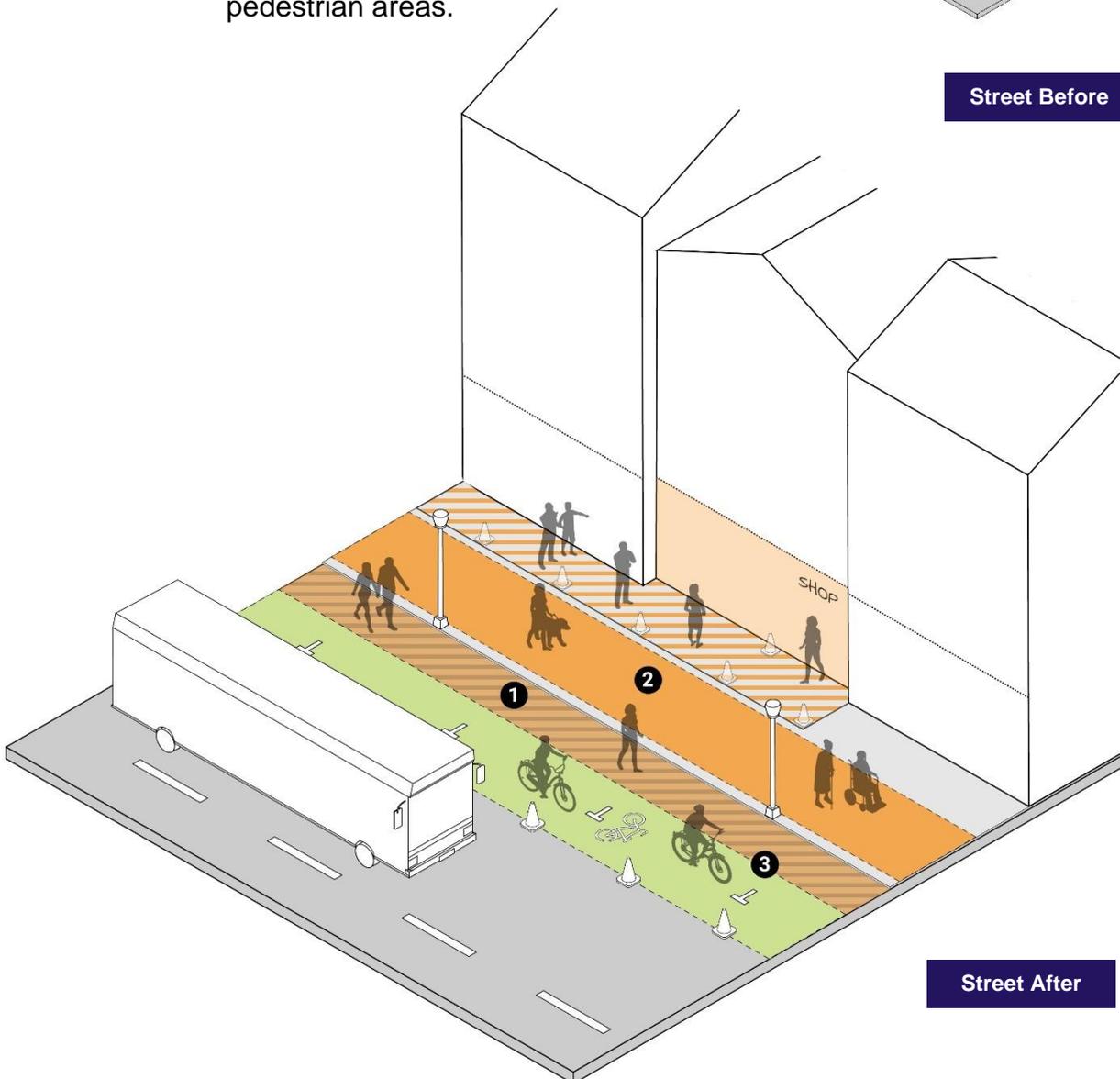
Street After

Extended Pedestrian Space and Clear Footways

1. Utilise existing carriageways to widen footways for extended pedestrian space, providing additional space for queuing.
2. A clear, unobstructed route should be maintained for pedestrians on existing footways, with particular consideration given to the needs of disabled people.
3. Ensure appropriate safety measures are in place for clear segregation between traffic lanes, cycleway and pedestrian areas.

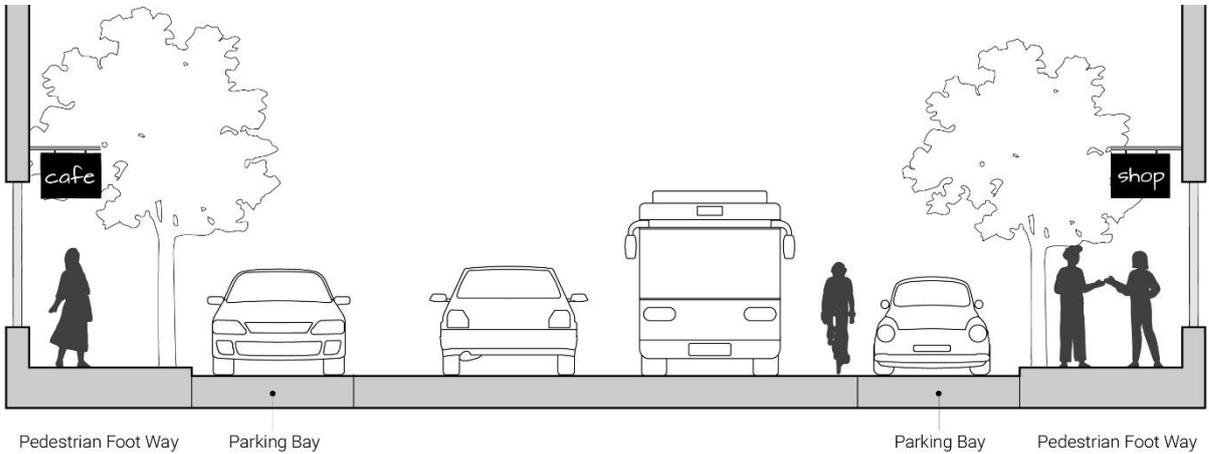


Street Before

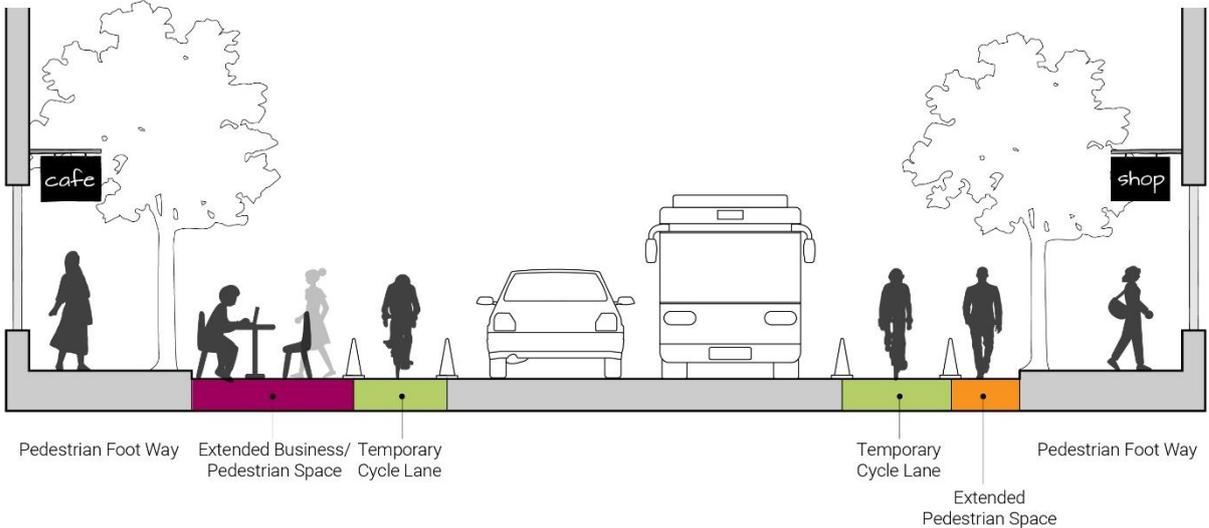


Street After

Street Sections



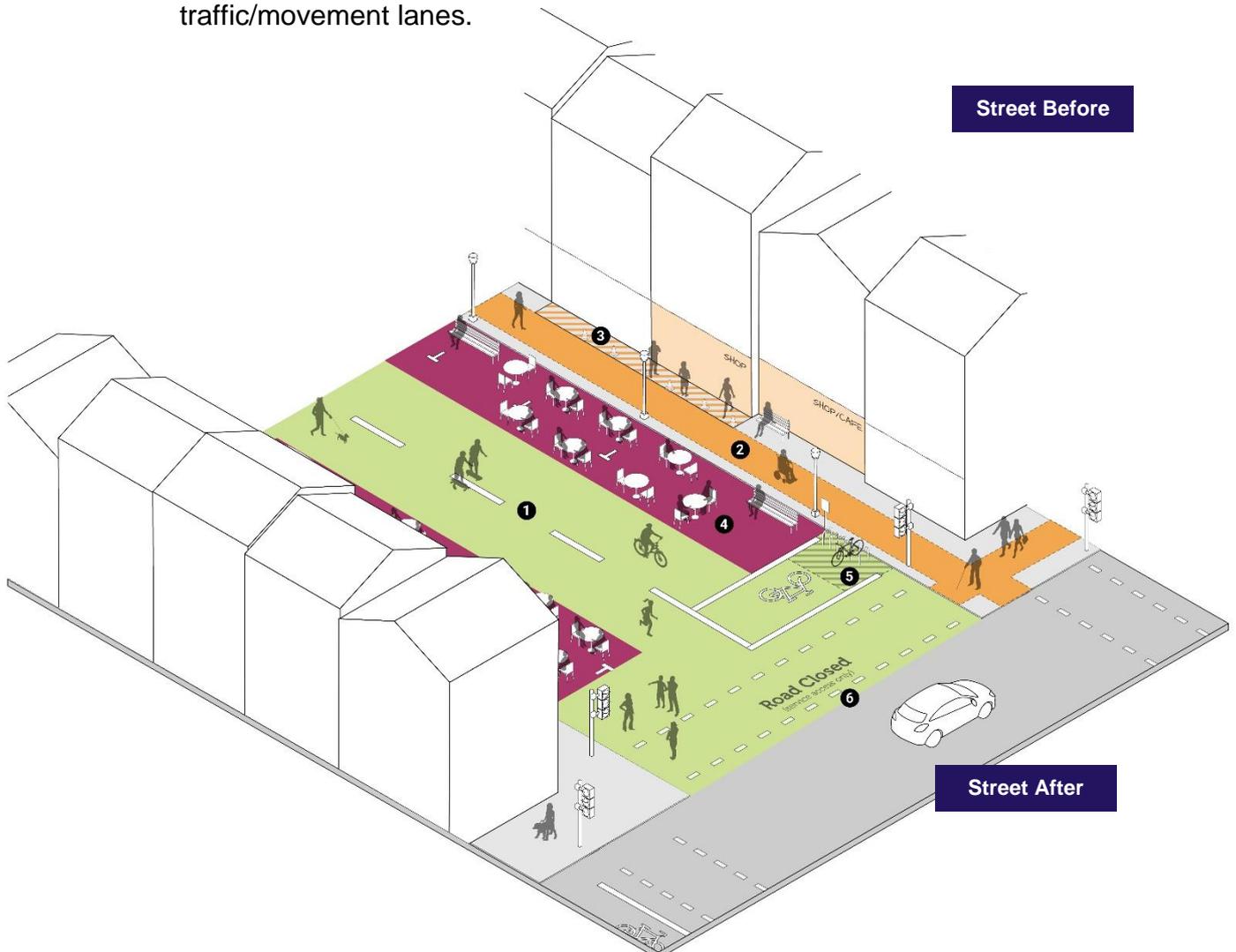
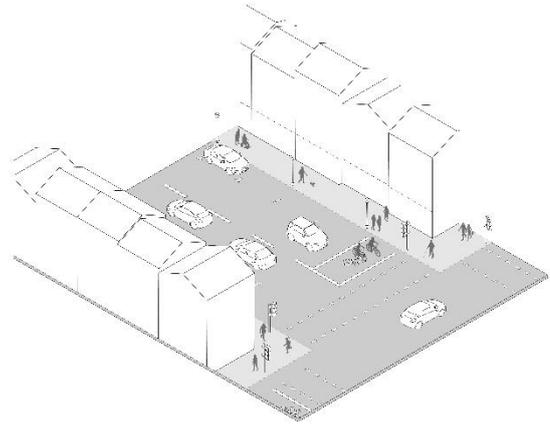
Street Before



Street After

Reallocating Street Space

1. Close appropriate roads to vehicular access to allow free movement through street. Allow service and emergency access only.
2. A clear, unobstructed route should be maintained for pedestrians on existing footways, with particular consideration given to the needs of disabled people.
3. Allocate and provide appropriate space for queuing.
4. Allow for retailers, restaurants, and eateries to occupy external street space for trade and service, ensuring that a balanced approach maintains appropriate areas for public activities.
5. Implement bike parking where possible.
6. Ensure appropriate safety measures are in place to make clear segregation between occupied areas and traffic/movement lanes.



Case study

Manchester City Council is preparing to create an enhanced space for pedestrians and people on bikes on Deansgate, enabling visitors and workers to physically distance more easily as they return to shops and offices in this thriving part of the city centre.

The road closure will initially take place under a temporary 'experimental' traffic order, allowing officers to assess the impacts of the measure and make any necessary changes, with a view to potentially bringing forward a permanent closure of part of Deansgate. The temporary closure will be carried out using removable bollards, which can be taken down over a short prescribed period once per weekday, allowing windows for local businesses to accept deliveries. In other busy areas of Manchester, available space for pedestrians is set to be increased by using heavy-duty 'Rhino' barriers to create extended footways. The planned intervention will allow people to walk from public transport hubs to nearby shops or their place of work, while observing physical distancing guidance.

Case study

In Leicester, the council has created a number of temporary cycle lanes to help create a safe route for people cycling around the city during the COVID-19 lockdown.

The City Council has coned off a 500m section of Saffron Lane between Aylestone Road and Hawkins Road, near Saffron Lane sports stadium; and introduced a 500m long section of temporary cycle track on Aylestone Road, between Almond Road and the former Granby Halls site.

The temporary cycle lane will help workers from the Saffron Lane and Aylestone areas access their work premises, as well as supporting access for workers commuting to and from the nearby Leicester Royal Infirmary. The council is looking at other locations around the city which could be suitable for cycling and walking routes to link up existing sections of cycling and walking infrastructure under the city's Connecting Leicester programme.

6. Management of green spaces

When applying the decision tree, owners and operators are advised to consider common issues and temporary interventions that have been identified for greenspaces. Common issues outlined in this chapter include managing high footfall and restricted entry and exit points. It also suggests potential interventions to these issues from signage to floor markings and widening of paths.



6. Management of green spaces

Green spaces will typically include parks, recreation grounds, publicly accessible playing fields, public open spaces associated with housing developments and public burial grounds. These areas are likely to be enclosed by a variety of boundary treatments with 'pinch point' at entrances. The surrounding streets tend to have limited space. Green spaces will have high levels of use during warmer weather and daytime hours. Those in urban centres typically have high levels of footfall and greater likelihood of congestion at entrance and exit points.

Larger green spaces and those in less urban settings can be used to support physical distancing, accommodate the needs of different users and provide natural play areas.

6.1 Overview of issues and interventions in parks and burial grounds

Every park and green space will have its own unique issues and potential interventions that could be introduced to enable physical distancing but there are likely to be some commonalities.

Issues around parks and green spaces

Issues for maintaining physical distancing around parks and green spaces may include:

- High levels of footfall particularly in warmer weather, during the day and in dense urban centres.
- Addressing different needs of multiple user groups including pedestrians, wheeling, cyclists, those visiting graves or remembrance gardens, young people, families, older people and disabled people.
- Restricted entry and exit points limiting the flow of people and potentially creating queues.
- Need to accommodate different users moving in different patterns across these spaces.
- Visitor bike parking, car parking, loading and maintenance access.
- Ability to wash hands or hand sanitation in accessible locations.
- Outdoor sports courts can be open but people must follow the Government's rules on physical distancing.

Potential interventions that could support physical distancing

This is what you should be considering for the utilisation of pedestrian space:

- Footway widening to accommodate distancing between pedestrians, including through use of temporary barriers, changes to parking bays, and cycle lanes. This may include the use of grassed areas adjacent to existing paths to increase circulation space and requires appropriate maintenance of all accessible areas. Ensure that these are accessible for wheelchair users and those with push chairs.
- Reduce unnecessary obstacles, for example planters and add markings/tape on seating to maintain physical distancing. Security considerations and the impacts of measures on disabled people, those with visual impairments, and other groups need to be kept under consideration and may call for a balanced approach.
- Signage and communications to remind pedestrians of distance requirements. This could be through markings and signage at entrances.
- Provision and access to public toilet facilities.

This is what you should be considering for pedestrian, cycle, and wheeled movement:

- One-way movement of pedestrians to maintain 2m (6ft) distancing.
- Signage to encourage pedestrians to wait and allow others to pass at entryways or along footpaths, and to step aside to allow others to pass.
- Provide separate entry and exit routes for pedestrian access with clear signs.
- Enlarge entrances and exits to minimise queues.

This is what you should be considering for queuing:

- Defined areas to indicate where pedestrians should stand when queuing using spray markings or temporary barriers.
- 'Do not join the queue' signs provided at popular destinations, when capacity reached.
- Consider the needs of disabled people and older people, who may not be able to stand for long, in the provision for queuing.

This is what you should be considering for traffic management:

- Traffic lanes could be closed, made one way or completely pedestrianised.
- Consider the need for delivery access and timing and essential access for street works and maintenance, taking into account noise/disturbance issues for local residents where possible.
- Consider car parking layouts and spacing, reducing capacity as appropriate.
- On street parking could be suspended to facilitate other measures.
- Security considerations and the impact of measures on people with disabilities, access for blue badge holders, and other groups needs to be kept under consideration and may call for a balanced approach.

Case study

In Brighton & Hove the council has temporarily closed Madeira Drive to motor vehicle traffic to open up the sea front promenade for greater pedestrian use. The area will be marshalled from 8 am to 8 pm daily to ensure that businesses will maintain essential access to their properties, while maximising the usage of the area for pedestrians and cyclists.

The diagram below identifies some of the typical issues and potential interventions that could be considered to enable safer levels of physical distancing within parks and green spaces.



Figure 6: Physical distancing interventions in areas around parks

1. Widen footways on approach streets to main entrance
2. Widen footways within park
3. Provide movement guidance around park including consideration for one way circulation
4. Reduce traffic speeds
5. Increase space for pedestrians and cycles beside park entrances
6. Minimise pinch points, whilst taking into consideration security and the needs of disabled people and older people
7. Reduce unnecessary obstacles, for example planters and add markings/tape on seating to maintain physical distancing

8. Queue marking indicators at main entrance, popular park destinations and toilets
9. Signs on physical distancing and circulation, particularly at conflict points such as junctions and crossings
10. Use existing street furniture for signage to avoid impacting on pedestrian flows
11. Allow space where multiple queues meet
12. Marshals to help manage queues and pedestrian flows
13. Maximise access and introduce one-way entry and exit points
14. Additional cleaning regime and maintenance
15. Safe level crossing points to access parks, ensuring that any signs incorporate tonal contrast and, where appropriate, providing tactile markings.

7. Additional communication, technology and regulatory considerations

In considering the design interventions, owners and operators should also take account of signage and communications, opportunities through technology and regulatory considerations.



7. Additional communication, technology and regulatory considerations

7.1 Temporary signage and communication considerations

Owners/operators are advised to provide clear and concise information to the public on how to adhere to physical distancing. They are advised to emphasise the latest government advice on safety procedures and carefully consider physical distancing guidelines in public places. This could include:

- Using simple, clear and accessible images and messaging to explain guidelines, with consideration for groups whose first language may not be English or where alternative formats may be required.
- Showing the maximum number of people who can queue safely (accounting for physical distancing).
- Signs and announcements about safe travel and maintaining physical distancing. Signs should be placed strategically to maximise impact.
- Information on changes for disabled and older users and how they can continue to access public places in a safe way.
- Providing Marshals in the busiest areas.
- Marking appropriate spaces for queuing, accounting for queues and space required by neighbouring premises whilst taking security considerations into account.

7.2 Additional digital considerations

Owners/operators may want to consider the use of data and digital tools to make it easier for people to maintain physical distancing, and to aid decision making regarding the management and modification of spaces. This could include:

- Making data available that shows the current footfall of spaces, especially those spaces that are prone to overcrowding; access to data and digital tools will allow people to more effectively plan their journeys and choose alternative spaces or use spaces at other times of day.
- Owners/operators should consider using data and digital tools to monitor the usage of spaces, and to make modifications to the access and use of those spaces as required.

- Consultation with disabled people, access panels and disability organisations will support measures to ensure that the needs of disabled people are considered.
- Data and digital tools may also be needed to anticipate and plan for the changing use of public places over time, to expect and mitigate the potential for overcrowding at certain sites during peak usage times, and to take any necessary corrective measures to make it easier for people to physically distance.
- Consider how existing e-booking systems can be utilised to support the effective capacity management of public spaces, such as outdoor sports courts and provide key guidance for usage.
- Digital tools can be effective to support decision-making, however, information should be provided in alternative formats to support those without access to digital platforms

While undertaking any of the actions advised, account should be taken of risk of transmission through touch. In addition, you must have regard for your regulatory and statutory duties such as those in relation to cyber security and data protection. Access to other systems should still be made available for those digitally excluded.

7.3 Additional security and enforcement considerations

A revised layout may present new security risks, particularly where multiple queues are created. Owners and operators of public places are advised to consider the security implications of temporary interventions to support physical distancing. To mitigate new security risks, we recommend that queuing is organised within areas that have existing protection such as vehicle security barriers. Where this is not possible you should consider: routing queues behind permanent physical structures (e.g. street furniture, bollards, trolley parks & bike racks) to provide a visual deterrent and delay; closing off vehicle access to shared spaces; adjusting servicing and delivery times; reducing the opportunities for vehicles (including potentially hostile vehicles) to interact with pedestrians; erecting robust barriers; adding new cycle parking; introducing a reduced speed limit mandated using traffic calming. Operators and authorities should not remove any security features / useful street furniture items without considering protective security in the round. Links to additional guidance can be found in the Appendix.

7.4 Regulatory considerations

As an owner and/or operator of urban and/or green spaces it is important to consider all relevant legal obligations before implementing interventions recommended by this guidance. We set out some examples which may be relevant below. As set out above, this guidance document does not impose any legal obligations and there may be processes required prior to you being able to implement the guidance. The need to secure consents for issues such as licensing, heritage or environmental should be considered where relevant,

Health Protection Regulations place responsibility on businesses to take all reasonable measures to ensure that a distance of two metres is maintained between any person waiting to enter its premises, whether a public space or not. Interventions such as marshals employed by business or temporary closure may have to be considered. Where retailers have queues which may become problematic at peak times, arrangements for such may need to be established through discussions with relevant parties.

Traffic Regulations

The Scottish Government has issued guidance to all local authorities on Temporary Traffic Regulation Orders and Notices during the period that public health measures are in place to reduce transmission of the coronavirus.

<https://www.transport.gov.scot/publication/coronavirus-covid-19-guidance-on-temporary-traffic-regulation-orders-and-notices>

Links to further Scottish Government guidance from Transport Scotland can be found in the Appendix.

Planning Permission

The Scottish Government has published a series of open letters to all planning stakeholders recognising the vital role of the planning system and Scotland's planning authorities in supporting our future societal and economic recovery, and our future health and wellbeing. That role includes maintaining the operation of a well-functioning planning service, and also being prepared to take a pragmatic and flexible approach in recognition of the impacts of the crisis on businesses and communities and on how daily life will function for a while. Planning authorities are asked to support well-measured temporary solutions and not take enforcement action where reasonable temporary breaches of planning control can help businesses to re-start and return some normality to life within communities; for example to enable on-street seating for cafés and bars, beer gardens and similar to accommodate physical distancing. If applications for planning permission are required for temporary use and supported in principle, retrospective applications for temporary permission could be encouraged and handled efficiently.

<https://www.gov.scot/collections/chief-planner-letters/>

Permitted Development Orders

Where interventions are needed such as temporary structures, planning permission may be permitted under the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (the GPDO). Part 12 of Schedule 1 to the GPDO permits local authorities, amongst other things, to erect, construct, maintain and improve: a range of small structures required in exercising any of their functions on land they own or maintain; and street furniture required in connection with the operation of any public service administered by them. New Part 25C of Schedule 1 to the GPDO enables emergency development by, or on behalf of, local authorities and health service bodies and can be used by local

authorities in responding to the spread of coronavirus, including the erection of temporary buildings, this right is due to expire on the 31 December 2020.

Fire Safety Regulations

The Regulatory Reform (Fire Safety) Order applies to all non-domestic premises—including any building, tent or moveable structure – and requires the person responsible for a premises to undertake a fire risk assessment, review it regularly and put in place and maintain fire protection measures to mitigate the risk to life from fire. Where coronavirus and physical distancing measures have impacted on the premises, it is recommended that the responsible person reviews their fire risk assessment to ensure it is suitable and sufficient. Guidance on fire risk assessments is available here - <https://www.gov.uk/workplace-fire-safety-your-responsibilities/fire-risk-assessments>

Responsible persons who do not have the time or expertise can ask a competent person to undertake the fire risk assessment. The National Fire Chiefs Council has made available guidance on choosing a competent risk assessor -

<https://www.nationalfirechiefs.org.uk/Finding-fire-risk-assessor> .

Case study

The City of Edinburgh Council, with support from Sustrans Scotland, is introducing temporary measures to protect public health and support physical distancing. Funded by the Scottish Government's 'Spaces for People' programme, the council has been employing an online mapping tool by way of which it asks respondents for suggestions for locations in their neighbourhoods, where they consider that temporary measures are necessary. The council's call for suggestions ends on Monday 29 June.

All suggestions are being recorded and used to inform the selection of interventions around the city. The council will prioritise temporary interventions that will have the greatest benefit to public health and can be delivered in a short timeframe.

8. Appendix



8. Appendix

8.1 Where to obtain further information

Coronavirus in Scotland : Scottish Government information and support

<https://www.gov.scot/coronavirus-covid-19/>

Here you will find a range of information and support relating to:-

Coronavirus (COVID-19 cases in Scotland)
Protecting yourself and others
Health and wellbeing
Getting tested for coronavirus
Healthworkers carers and social work
Housing and accommodation
Schools, education, children and young people
Businesses and self-employed people
Work and financial support
Offer help
Funeral, burial and cremation
Animal owners
Travel
Scottish Government approach and strategy

This includes specific guidance on:-

Shielding - A Way Forward for Scotland

<https://www.gov.scot/publications/coronavirus-covid-19-shielding-way-forward-scotland>

Test and Protect

<https://www.gov.scot/publications/coronavirus-covid-19-test-and-protect>

Face Coverings

<https://www.gov.scot/publications/coronavirus-covid-19-phase-2-staying-safe-and-protecting-others/pages/face-coverings/>

Re-opening Schools

<https://www.gov.scot/publications/coronavirus-covid-19-re-opening-schools-guide/>

8.2 Safer Places Guidance Documents

Sustrans' design guidance This guidance is to inform and enable statutory bodies implementing temporary infrastructure in Scotland during COVID-19. Content will be regularly reviewed and updated by Sustrans Scotland.

<https://www.showcase-sustrans.org.uk/design-guidance>

Coronavirus (COVID-19): retail sector guidance: This guidance for the retail sector in Scotland includes procedures for staff and customer safety and an operations checklist.

<https://www.gov.scot/publications/coronavirus-covid-19-retail-sector-guidance>

8.3 Security Guidance

Staying secure during Coronavirus: Centre for the Protection of National Infrastructure

<https://www.cpni.gov.uk/staying-secure-during-covid-19-0>

Risk to pedestrians during COVID-19: Centre for the Protection of National Infrastructure

<https://www.cpni.gov.uk/system/files/documents/9f/8f/CPNI%20and%20NaCTSO%20Advice%20Note%20-%20Protecting%20pedestrian%20queues%20from%20Vehicle%20As%20a%20Weapon%20Attack%2014%20May%202020.pdf>

8.4 Transport Scotland Guidance

Coronavirus (COVID-19): Advice on how to travel safely: This guidance contains advice on how to be safe when walking, wheeling (wheeling refers to travelling by wheelchair), cycling, or travelling in private vehicles or on public transport during the coronavirus (COVID-19) outbreak in Scotland.

<https://www.transport.gov.scot/coronavirus-covid-19/transport-transition-plan/advice-on-how-to-travel-safely/>

Coronavirus (COVID-19) Guidance on Temporary Traffic Regulation Orders and Notices

<https://www.transport.gov.scot/publication/coronavirus-covid-19-guidance-on-temporary-traffic-regulation-orders-and-notices>

Coronavirus (COVID-19): A guide for transport operators in Scotland to keep their staff and those using their services safe

<https://www.transport.gov.scot/coronavirus-covid-19/transport-transition-plan/guidance-for-transport-operators/#63878>

Mobility and Access Committee for Scotland (MACS): MACS gives Scottish Ministers advice on aspects of policy, legislation and practice affecting the travel needs of disabled people.

<https://www.transport.gov.scot/our-approach/accessible-transport/mobility-and-access-committee-for-scotland-macs/#42413>

Two recent MACS pieces of guidance specifically related to COVID 19 are:-

- [MACS guidance for disabled passengers - Transition plans](#)
- [Temporary Street Measures during the Coronavirus Crisis](#)

Designing Streets

<https://www.gov.scot/publications/designing-streets-policy-statement-scotland>

8.5 Guidance for the safe use of places of worship

<https://www.gov.scot/publications/coronavirus-covid-19-guidance-for-the-safe-use-of-places-of-worship/>

8.6 Additional relevant external information

NHS inform general advice

<https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19/coronavirus-covid-19-general-advice>

Towns and BIDS Resilience and Recovery Fund

https://www.scotlandstowns.org/towns_and_bids_resilience_and_recovery_fund_2020?utm_campaign=towns_recovery_fund&utm_medium=email&utm_source=scotlandstowns

Guidance from Sustrans on walking and cycling during the coronavirus outbreak

<https://www.sustrans.org.uk/about-us/sustrans-and-covid-19/>

Paths for All Guidance

<https://www.pathsforall.org.uk/lets-walk/tips-and-stories/tip-and-story/walking-during-periods-of-social-distancing>

Paths for All Smarter Choices, Smarter Places (SCSP) Open Fund This funding can be used for support for developing rotas, schedules and shift patterns as well as other travel behaviour change projects.

<https://www.pathsforall.org.uk/open-fund>

The Scottish Council for Voluntary Organisations (SCVO) Coronavirus Third Sector Information Hub provides information and links to find guidance and funding to help organisations respond to the crisis.

<https://scvo.org/support/coronavirus>

Funding Scotland

<https://fundingscotland.com/>

Northern Ireland IMTAC statement on pop up infrastructure

<https://www.accessibletravelni.org/your-experiences/basic-guidelines-for-the-development-of-inclusive-walking-wheeling-and-cycling-infrastructure-in-response-to-covid-19/>

RNIB advice for LAs in England

<https://www.rnib.org.uk/sites/default/files/RNIB%20Advice%20for%20LAs%20on%20walking%20and%20cycling%20changes%20FINAL.docx>

The Scottish Outdoor Access Code

<https://www.outdooraccess-scotland.scot/>

The links below provide and demonstrate further examples of opportunities for change:

London Borough of Hammersmith & Fulham

<https://www.lbhf.gov.uk/articles/news/2020/04/hf-introduce-temporary-wider-pavements-help-shoppers-social-distancing>

Brighton & Hove City Council

<https://new.brighton-hove.gov.uk/news/2020/madeira-drive-first-road-be-allocated-walkers-and-cyclists>

London Borough of Hackney

<https://news.hackney.gov.uk/council-to-introduce-emergency-road-safety-measures-to-help-maintain-social-distancing>

Leicester City Council

<https://news.leicester.gov.uk/news-articles/2020/april/temporary-cycle-lane-creates-route-to-help-key-workers/>

8.7 Checklist: Potential Interventions in your Places

This checklist provides a summary of all the potential interventions in this document that could help you support physical distancing in your places. For speed of checking, all of the points have been split into movement, space, buildings and infrastructure. To quickly understand what changes you should consider, please use the colour coding approach for what you either need to: (1) add to your environment as something **new**; (2) **improve** an existing situation; or, (3) **remove** from a space.

new	i.e. new changes that you may need to make to your places i.e. new signage or markings.
improve	i.e. enhancements that you may need to make to your places i.e. widening footpaths.
remove	i.e. things you will need to take away, or minimise, to help create more space i.e. moving planters

Please use the check list to firstly 'tick' what is relevant to your place and then secondly 'check-off' your completed changes. You can also use the list to monitor outcomes and make further changes to your place, as required.

movement i.e. people/traffic management in high streets and town centres

	Place	Consideration	Detail	Relevancy	Completed
new	people movement				
	pedestrian space	signage	Remind pedestrians of distance requirements. This could be through spray markings and signage at entrances and movement intersections.		
		maintenance	Provide additional cleaning regime and maintenance.		
	pedestrian movement	distance	Maintain 2m (6ft) distancing, if appropriate, for pedestrians.		
		entry/exits	Provide separate entry and exit routes for pedestrian access with clear signs (i.e. creating one-way directions).		
		signage	<ul style="list-style-type: none"> • Courtesy - Encourage pedestrians to wait and allow others to pass at entryways or along footpaths. • Signs on physical distancing and circulation - Particularly at conflict 		

			points such as junctions and crossings. <ul style="list-style-type: none"> • Limit queue length – Help manage multiple queues and pedestrian flows. 		
		pedestrian corridor	Aim to have a pedestrian corridor that is free of obstacles with access to dropped kerbs and tactile paving provided where required. This will help disabled people to navigate and maintain physical distancing.		
		traffic signals	Alterations to traffic signal times and phases to give greater priority to pedestrians.		
	queuing	needs of different groups	Consider the needs of individuals with disabilities and older people who may not be able to stand for long in the provision for queuing.		
		defined areas	Create defined areas to indicate where pedestrians should stand when queuing using spray markings or temporary barriers.		
		management of multiple queues	<ul style="list-style-type: none"> • Different businesses - Where there are different businesses adjacent to each other, clear signage and marshals should be used, as appropriate. • Space - Allow space where multiple queues meet. 		
		“Do not join the queue” signs	Provide at popular destinations, when capacity reached.		
		marshals	Consider the use of marshals to help manage queues and pedestrian flows.		
		bus stops	Provide signs reminding users to physically distance at bus stop waiting areas.		
		transport movement			
	traffic management	traffic lanes	These could be either be (1) closed (2) made one way or (3) completely pedestrianised. Links to further guidance can be found in the Appendix.		
		temporary parking areas	Depending on circumstances, it may be advantageous for temporary car parking areas to be located at the edge of town		

			centres and busy areas. This may help to disperse traffic from busy areas, reduce the impact of the loss of car parking due to footway enlargement, and allow the prioritisation of car parking for disabled people within town centres.		
		delivery times	Phase delivery timings in loading bays.		
		new road layouts	Provide signage to inform pedestrians and road users of changes to road layouts.		
		cycleways	Introduce new cycleways.		
		transport hubs	<ul style="list-style-type: none"> • Develop a zonal plan for station hubs, highlighting destinations, conflict zones and desire lines. • Provide queue marking indicators and barriers outside main entrance. • Allow space where multiple queues meet. • Identify waiting zones. • Provide signs on physical distancing and circulation. • Taxi, bus, cycle and pick-up to have waiting zones with identified routes through. • Consider reallocation of station forecourt to provide more space for interchange. • Consider appointment of marshals to help manage the flow of people into, and out of, transport hubs. 		
		pedestrianisation	Pedestrianise and consider impact on traffic movement.		
improve	people movement				
	pedestrian space	widen footways	Widen to accommodate distancing between pedestrians, including the use of temporary barriers in the carriageway; changes to parking bays, loading bays and relocating cycle lanes.		
	pedestrian movement	access	Maximise/enlarge access to entry and exit routes to minimise queues.		

	transport movement				
	traffic management	people with disabilities	The impact of measures on people with disabilities and other groups needs to be kept under consideration. This includes access for blue badge holders and may call for a balanced approach.		
		deliveries/street works	Consider the need for delivery access and essential access for street works and maintenance.		
		parking	Consider car parking layout and spacing, reducing capacity if appropriate.		
		crossings	Ensure safe, level crossing points.		
		seating	Ensure seating areas for the disabled and elderly.		
		use existing street furniture	Use existing street furniture (e.g. lamp-posts) for signage to avoid impacting on pedestrian flows.		
		transport hubs	Maximise access and introduce one-way entry and exit points.		
remove	people movement				
	pedestrian space	street clutter	Remove or relocate unnecessary obstacles, for example planters, and add markings/tape on seating to maintain physical distancing.		
		bus stops/shelters	Move bus stops/shelters to areas which can accommodate queuing in line with physical distancing requirements.		
	pedestrian movement				
	transport movement				
	traffic management	parking layout	Consider car parking layout and spacing, reducing capacity if appropriate.		
		on street parking	Potential to suspend on-street parking to facilitate other measures whilst taking account of any accessible parking bay needs.		
pinch points		Minimise pinch points, whilst taking into consideration security and the needs of the disabled and elderly.			
traffic speeds		Reduce traffic speeds using traffic calming measures.			

space i.e. green spaces

	Place	Consideration	Detail	Relevancy	Completed
new	pedestrian space	signage	Place signs on physical distancing and circulation, particularly at entrances and conflict points, such as junctions & crossings.		
		queue markings	Show queue marking indicators at main entrance, popular park destinations and toilets.		
		marshals	Marshals to help manage queues & pedestrian flows.		
	pedestrian, cycle and wheeled movement	one way	One-way movement of pedestrians to maintain 2m (6ft) distancing.		
		signage	Signage to encourage pedestrians to wait/step aside to allow others to pass at entryways or along footpaths.		
		entry and exits	Provide separate entry and exit routes for pedestrian access with clear signs.		
	queuing	defined areas	Create defined areas to indicate where pedestrians should stand when queuing, using spray markings or temporary barriers.		
		“Do not join the queue” signs	Provide at popular destinations, when capacity reached.		
	traffic management	traffic lanes	These could be either be (1) closed (2) made one-way or (3) completely pedestrianised.		
improve	pedestrian space	footway widening	<ul style="list-style-type: none"> • Within parks - Accommodate distancing between pedestrians, including through the use of temporary barriers, changes to parking bays, and cycle lanes. This may include the use of grassed areas adjacent to existing paths to increase circulation space and requires appropriate maintenance of all accessible areas. Ensure that these are accessible for wheelchair users and those with pushchairs. • On approach streets - To main entrance of parks. 		
		street furniture	Use existing street furniture for signage to avoid impacting on pedestrian flows.		
		seating	Add markings/tape on seating to maintain physical distancing.		
		maintenance	Provide additional cleaning regime and maintenance.		

	pedestrian, cycle and wheeled movement	entry and exits	Enlarge entrances and exits to minimise queues.		
		crossings	Ensure safe level crossing points to access park.		
	traffic management	deliveries	Consider the need for delivery access and timing. Plus, essential access for street works and maintenance, taking into account noise/disturbance issues for local residents, where possible.		
remove	pedestrian space	planters	Remove unnecessary obstacles, for example planters, and add markings/tape on seating to maintain physical distancing.		
	traffic management	parking	<ul style="list-style-type: none"> • Layouts - Consider car parking layouts and spacing, reducing capacity as appropriate. • On street - On street parking could be suspended to facilitate other measures. 		
		traffic speed	Reduce traffic speed around parks.		
		pinch points	Minimise pinch points, whilst taking into consideration security and the needs of the disabled and elderly.		

buildings i.e. retail (semi-enclosed/enclosed) and commercial areas

	Place	Consideration	Detail	Relevancy ●	Completed ●
new	retail/commercial areas and buildings	building frontages	Provide queue marking indicators on pedestrian areas, focusing queues along the building frontage, where appropriate.		
		building entrances	Keep building entrances and footpaths clear, whilst taking account of the needs of the disabled, elderly and security considerations.		
		phasing	<ul style="list-style-type: none"> • Phase access and opening times. 		
		queue markings	<ul style="list-style-type: none"> • Place queue marking indicators and barriers outside main entrance. • Provide queue markings for street stalls. • Provide queue marking indicators outside office entrances. 		
		one way	Create one-way circulation for street markets.		

		deliveries	Phase delivery timings in loading bays.		
		waiting zones	Identify waiting zones.		
		signage	<ul style="list-style-type: none"> • Provide signs and information at widened entry and exit points for markets. • Provide signs on physical distancing and circulation. • Provide signs to limit queue length. 		
		public toilets	Provide signs at public toilets for queuing, physical distancing and automatic sanitising.		
improve	retail/ commercial areas & buildings	access	Maximise access and introduce one-way entry and exit points.		
		forecourt space	Consider relocation of station forecourt to provide more space for interchange.		
		footways	Widen footways by utilising the carriageway.		

infrastructure i.e. digital connections

	Place	Consideration	Detail	Relevancy	Completed
new	digital	digital tools	Owners/operators may want to consider the use of data and digital tools to make it easier for people to maintain physical distancing. Plus, to aid decision-making regarding the management and modification of spaces.	●	●
		availability of data	Consider making data available that shows the current footfall of spaces, especially those places that are prone to overcrowding. Access to data and digital tools will allow people to more effectively plan their journeys and choose alternative spaces, or use spaces, at other times of day.		
		monitoring use of spaces	Owners/operators should consider using data and digital tools to monitor the usage of spaces, and to make modifications to the access (and use of those spaces) as required.		
		Plan for changing uses	Data and digital tools may be needed to anticipate and plan for the changing use of public places over time. They can also be used to predict and mitigate the potential for overcrowding at certain sites during peak usage times. Necessary corrective measures can be taken to make it easier for people to physically distance.		

improve		e-booking systems	Consider how existing e-booking systems can be utilised to support the effective capacity management of public spaces, such as outdoor sports courts and provide key guidance for usage.		

Helpful notes

Temporary signage

Owners/operators are advised to provide clear and concise information to the public on how to adhere to physical distancing. **Note:** Must use simple, clear and accessible images and messaging to explain guidelines, with consideration for groups where their first language may not be English or where alternative formats may be required.

Security considerations

Security considerations and the impact of measures on people with disabilities and other groups, need to be kept under consideration. This includes access for blue badge holders and may call for a balanced approach.

Safety advice

Emphasise the latest Scottish Government advice on safety procedures and carefully consider physical distancing guidelines in public places. This could include:

- Showing the maximum number of people who can queue safely (accounting for physical distancing).
- Signs and announcements about safe travel and maintaining physical distancing. Signs should be placed strategically to maximise impact.
- Information on changes for disabled users and how they can continue to access public places in a safe way.
- Providing marshals in the busiest areas.
- Marking appropriate spaces for queuing, accounting for queues and space required by neighbouring premises whilst taking security considerations into account.

Designing Places

All considerations in the checklist work with the 6 Qualities of what makes a successful place. They are: distinctive, safe and pleasant, welcoming, adaptable, resource efficient and easy to move around.

© Crown copyright 2020

This publication is licensed under the terms of the Open Government Licence v3.0 except where otherwise stated. To view this licence, visit nationalarchives.gov.uk/doc/opengovernment-licence/version/3 or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: psi@nationalarchives.gsi.gov.uk

Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

This publication is available at www.gov.scot

Any enquiries regarding this publication should be sent to us at
The Scottish Government
St Andrew's House
Edinburgh
EH1 3DG

ISBN: xxx

Published by the Scottish Government, 26 June 2020



Scottish Government
Riaghaltas na h-Alba
gov.scot

© Crown copyright 2020

OGL

This publication is licensed under the terms of the Open Government Licence v3.0 except where otherwise stated. To view this licence, visit nationalarchives.gov.uk/doc/open-government-licence/version/3 or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: psi@nationalarchives.gsi.gov.uk.

Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

This publication is available at www.gov.scot

Any enquiries regarding this publication should be sent to us at
The Scottish Government
St Andrew's House
Edinburgh
EH1 3DG

ISBN: 978-1-83960-846-9 (web only)

Published by The Scottish Government, June 2020

Produced for The Scottish Government by APS Group Scotland, 21 Tennant Street, Edinburgh EH6 5NA
PPDAS742666 (06/20)

W W W . G O V . S C O T