CHIEF OFFICER LIAISON GROUP MEETING
TUESDAY 8TH SEPTEMBER 2015 AT 10:00AM

Tea and coffee will be available from 9.30am

1. Welcome to the meeting and apologies for absence

2. Minutes and Matters Arising from the meeting of the Chief Officers held on 2nd June 2015

3. Shared Services

4. Draft Agenda for Partnership Board Wednesday 23rd September 2015

AGENDA A – POINTS FOR DECISION

A1. Minutes of the Partnership Board meeting – Friday 19th June 2015

A2. Matters Arising

A3. Minutes of the Performance & Audit Committee – Friday 11th September 2015

A4. Matters Arising

A5. Regional Transport Strategy (RTS)
A5.1 Approval
A5.2 Delivery Plan

A6. Annual Report

A7. City Deal

A8. Projects Report

A9. Finance Reports
A9.1 Audited Statement of Accounts and Audit Scotland Report to those charged with Governance
A9.2 Core Revenue Budget Monitoring Report 2015/16

A10. South Tay P+R

A11. Borders Railway Extension

A12. SG/RTP Working Group

A13. Transport for Regional Growth Conference

A14. HR Policy Review

A15. Office Lease

AGENDA B – POINTS FOR NOTING

B1.   Public Services Reform (Scotland) Act

B2.   Taxi Card Scheme and Rail Concession Review

B3.   SEStran Stations (TBC)

B4.   Minutes of SESplan Cross Boundary Impacts Group

B5.   High Speed Rail Update – Greengage Conference

B6.   Consultation Responses by SEStran
    B6.1   Strategic Development Plan (SDP) Main Issues Report (MIR)
    B6.2   West Lothian Council – Climate Change Strategy
    B6.3   Forth Valley Hospital Travel Plan
    B6.4   Integrated Ticketing Block Exemption

B7.   Minutes of Sub-Groups
    B7.1   Equalities Forum – 14th August 2015
    B7.2   South Tay P+R – 18th August 2015
    B7.3   Chief Officers Liaison Group Meeting – 8th September 2015

B8.   Minutes of the Joint RTP Chairs – 4th June 2015

5. AOCB

6. Date of Next Meetings

    Chief Officer Liaison Group – Tuesday 17th November 2015, at 10:00am in SEStran Offices

    Partnership Board – Friday 4th December 2015 at 10:00am, Borders Railway/Interchange Building Galashiels

CHIEF OFFICER LIAISON GROUP MEETING
10.00 AM TUESDAY 2ND JUNE 2015

Present:

Nikki Boath	SEStran
Angela Chambers	SEStran
Neil Dougall	Midlothian Council
Peter Forsyth	East Lothian Council
Ken Gourlay	Fife Council
Jim Grieve	SEStran
Andrew Hutt	SEStran
Alex Macaulay	SEStran
Graeme Malcolm	West Lothian Council
Bob McLellan	Fife Council
Iain Shaw	CEC – Treasurer Services to SEStran
Alastair Short	SEStran

Apologies:

Julie Cole	Falkirk Council
Andrew Ferguson	Fife Council
Amber Moss	East Lothian Council

Ref.		Actions
1.	**Welcome and Apologies**	
	Noted as above.	
2.	**Minutes and Matters Arising from Chief Officers – 24th Feb 2015**	
2.1	Minutes Approved as a correct record.	
2.2	Matters Arising **B2 Scotrail Franchise - Concordat** Mr Macaulay noted that CEC have indicated that they are signing up to a concordat with Abellio. Mr Forsyth reported that he had met with James Legerwood, Head of Econ Dev in Abellio and he had discussed a change in style, moving towards a sustainable development rail partnership that councils could be involved in.	
2.3	**A6.2 Revenue Budget** Minister to attend future Board meeting Mr Macaulay confirmed that the Minister will attend the Partnership Board meeting on Wednesday 23rd September 2015 in The Glasshouse Hotel. Officers' were asked to note the change of date and venue and to advise Members accordingly.	

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/2.	**Minutes and Matters Arising from Chief Officers – 24th Feb 2015**	
2.4	<u>SEStran Conference</u> Mr Macaulay advised that the conference – Transport for Regional Growth - has been arranged for Thursday 5th November 2015 and the Minister has confirmed that he will deliver the keynote speech. Other speakers to confirm include reps from SESplan, SCDI, and Forth Ports. Topics include City Deal, NTS, NPF3 and alternative sources of funding.	
2.5	The group discussed the NTS review and noted that information had been sent out via the COSLA Leaders Meeting. Mr Macaulay stated that SEStran had not been included as they cannot be COSLA members and requested Officers to share any information that they had received.	
3.	**Shared Services**	
3.1	<u>Decriminalised Parking Enforcement (DPE) _ CEC Services</u> Mr Grieve advised that he had been approached by CEC who are keen to assist other authorities with DPE, as there is capacity within their contracts to do so. Mr Forsyth noted that he met with CEC Parking to explore options. A paper will be presented to the Board under the A Agenda.	
3.2	<u>Improvement Service - Road Maintenance</u> Mr Macaulay provided an update to group and advised that the RTP Joint Chairs have produced a report, which sets out how the RTP's could deliver a shared services model. This report has been submitted to the Improvement Service and a meeting was held between the RTP Officers, Legal Reps and Improvement Service. The group discussed the paper and issues in detail and the general consensus was that it should be shared with the partner authorities, in advance of their Council meetings. It was agreed that the SEStran Legal Adviser issues the paper to the Partnership Authorities Chief Exec's and Legal Officers, outlining the current position. The paper will be presented to the Board under the B Agenda.	**AF**
4.	**Draft Agenda for the Partnership Board – Friday 19th June 2015**	
A1	**Minutes of the Partnership Board meeting – Friday 20th March 2015**	
	The minutes were noted.	
A2	**Matters Arising**	
	N/A	
A3	**Minutes of the Performance and Audit Committee – Friday 5th June 2015**	
	Meeting scheduled as above.	
A4	**Matters Arising**	
	N/A	

A5	**Projects Report**	
A5.1	Mr Grieve presented the report, highlighting the following key points; • <u>Expenditure</u> – BIF and ERDF grant funding received. • <u>RTPI</u> – New kit on First Buses by July, transfer of kit originally scheduled for Stagecoach to First fleet to be completed by 16th June. All First and Stagecoach buses in the area will be kitted out by the end of the year. • <u>BIF 3 – TV Screens</u> – Launch event was hosted in April, which has resulted in a number of promising leads. The media campaign has also been successful. Scottish Enterprise bid has secured £20k for a trial on commercial properties. • <u>Sustainable Travel</u> – Fund open. • <u>European Projects</u> – Completion dates and new bids summarised. Mr Macaulay asked Officers to share the details of the RTPI TV screen project with other divisions within their councils who have publicly accessed front offices, as the funding needs to be spent by the end of this financial year. Kit will be issued on a first come, first served basis.	
A6	**Finance Reports**	
A6.1	<u>Unaudited Statement of Accounts 2014/15</u> Mr Shaw provided a verbal update and advised that the Finance Officers report will be the unaudited accounts. The report is currently being finalised to include management commentary and will be issued in time for the P & A Committee. In summary, the accounts will be fully compliant and will show a £26k under spend and subject to audit confirmation, will be put to the Board for approval to include in the remainder of the RTPI project.	
A6.2	<u>Finance Officer's Report</u> As discussed under item A6.1	
A7	**RTS Delivery Plan**	
	Mr Short presented the report and advised that the RTS was with Ministers for approval. The proposal is to start the delivery plan, which will be split into two parts; Projects and Action Plan. Discussions with TS and Local Authorities will be required to address the Projects element and the Action Plan will detail what SEStran will be doing on an annual basis. Dr McLellan suggested that para 2.4 could be boosted to reflect current issues.	
A8	**SEStran Stations**	
	To be moved to the B Agenda. Mr Malcolm recommended that para 8 is reworded to provide a more positive introduction.	**TH**

A9	**Access to Healthcare**	
	Mr Short introduced the report, which publicises what SEStran are doing in relation to access to healthcare. One area of interest is sharing best practice, to improve services within Central Scotland. A two part draft action plan has been produced, which has been approved by the Access to Healthcare Group and will now be presented to the Board. One objective is to raise the profile of the group and Mr Short noted that letters were being drafted to be sent to health boards. Mr Malcolm commented that an explanation of what the Government trials are would be helpful.	
A10	**SEStran Strategic Cross Boundary Cycle Development**	
	Mr Macaulay noted that Peter Brett Associates had been appointed to do cross boundary analysis and will form the basis of report. Once report has been finalised, it will be circulated.	
A11	**HR Policy Review - Provisional**	
	Report subject to review of policies by HR Adviser.	
B1	**Annual Treasury Management Report**	
	Mr Shaw presented the item and advised that it is the standard Treasury Management report, which highlights the indebtedness between SEStran and CEC. This report will be presented to the P & A Committee for consideration.	
B2	**Annual Internal Audit Report**	
	Report will be presented to the P & A Committee for approval.	
B3	**Decriminalised Parking Enforcement – CEC Services**	
	Discussed under item 3. Report will be moved to the A Agenda.	
B4	**East Coast Mainline Authorities (ECMA)**	
	This report provides an update to Members, including current funding/budget requirements and the continuation of the group.	
B5	**Rail Franchises - Provisional**	
	To be removed from the agenda.	
B6	**Minutes of SESplan Cross Boundary Impacts Group**	
	Strategic model still being updated and summary note of minutes will be presented to the Board.	**AS**
B7	**High Speed Rail Update**	
	Most recent progress report to be presented to the board.	
B8	**Consultation Responses by SEStran – For Noting**	
B8.1	Network Rail Inclusive Design Strategy	
B8.2	Tactran RTS	

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/B8	Consultation Responses by SEStran – For Noting	
B8.3	Fife Sustainable Development	
B8.4	Infrastructure and Capital Investment Committee – Freight Transport	
B8.5	Midlothian Council Local Development Plan	
B9	Consultation Responses by Joint RTP Chairs	
B9.1	Road Collaboration – Discussed under Item 3.	
B9.3	Climate Change	
B10	Minutes of Sub-Groups – For Noting	
B10.1	**Access to Healthcare** – 8th April 2015	
B10.2	**Rail Forum** – 10th April 2015	
B10.3	**Sustainable Transport Forum** – 30th April 2015	
B10.4	**Airport Forum** – 29th May 2015	
B10.5	**Chief Officer Liaison Group Meeting** – 2nd June 2015	
B9.	**Minutes of the Joint RTP Chairs** – 4th March 2015	
	For noting.	
5	AOCB	
	As this was his last Chief Officers' meeting, Dr McLellan noted his thanks to Mr Macaulay and SEStran. Mr Macaulay responded by thanking Dr McLellan for his hard work and always being an active participant and wished him well for the future.	
6	Date of Next Meeting	
	The date of the next meeting has been scheduled for **Tuesday 8th September 2015 at 10:00am in SEStran Offices, 130 East Claremont Street, Edinburgh.**	

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PARTNERSHIP BOARD MEETING

**HELD IN DIAMOND JUBILEE ROOM, CITY CHAMBERS, HIGH STREET, EDINBURGH, EH1 1YJ.
ON FRIDAY, 19 JUNE 2015
10.00 A.M. – 11.25 A.M.**

PRESENT:	Name	Organisational Title
	Councillor Russell Imrie	Midlothian Council (Chair)
	Graham Bell	Non-Councillor Member
	Councillor Tony Boyle	West Lothian Council
	Councillor Jim Bryant	Midlothian Council
	Councillor Pat Callaghan	Fife Council (Vice Chair)
	Councillor Tom Coleman	Falkirk Council
	Councillor Gordon Edgar	Scottish Borders Council (Vice-Chair)
	Phil Flanders	Non-Councillor Member
	Councillor Jim Fullarton	Scottish Borders Council
	Councillor Bill Henderson	City of Edinburgh Council
	Councillor Lesley Hinds	City of Edinburgh Council (Vice-Chair)
	John Martin	Non-Councillor Member
	Barry Turner	Non-Councillor Member

IN ATTENDANCE:	Name	Organisation Title
	Craig Beattie	City of Edinburgh Council
	Nikki Boath	SEStran
	Angela Chambers	SEStran
	Julie Cole	Falkirk Council
	John Connarty	City of Edinburgh Council (Treasurer Services)
	Mark Craske	NHS Forth Valley
	Neil Dougal	Midlothian Council
	Andrew Ferguson	Fife Council (Legal)
	Carol Foster	Audit Scotland
	Jim Grieve	SEStran
	Andrew Hutt	SEStran
	Graeme Johnstone	Scottish Borders Council
	Ewan Kennedy	City of Edinburgh Council
	Alex Macaulay	SEStran Partnership Director
	Bob McLellan	SEStran
	Sarah Ryan	SEStran
	Alastair Short	SEStran

APOLOGIES FOR ABSENCE:		
	Charles Anderson	Non-Councillor Member
	Councillor Donald Balsillie	Clackmannanshire Council
	Councillor Stephen Bird	Falkirk Council
	Councillor Ian Chisholm	Fife Council
	Councillor Nick Gardner	City of Edinburgh Council
	Councillor Irene Hamilton	Clackmannanshire Council
	John Jack	Non-Councillor Member
	Councillor Cathy Muldoon	West Lothian Council
	Sandy Scotland	Non-Councillor Member

PRESENT:	Name	Organisational Title
	Tom Steele	Non-Councillor Member
	Neil Renilson	Non-Councillor Member
	Councillor Michael Veitch	East Lothian Council
	Peter Forsyth	East Lothian Council
	David Lyon	City of Edinburgh Council
	Graeme Malcolm	West Lothian Council
	Amber Moss	East Lothian Council
	Douglas Proudfoot	East Lothian Council
	Mac West	Clackmannanshire Council

Action By

ORDER OF BUSINESS

The Chair confirmed that the Order of Business was as per the agenda.

DECLARATIONS OF INTERESTS

None

A1 MINUTES

The minutes of the Partnership Board meeting of Friday 20th March 2015 were agreed as a correct record of proceedings.

A2 MATTERS ARISING

There were no matters arising.

A3 MINUTES OF THE PERFORMANCE AND AUDIT COMMITTEE

The minutes of the Performance and Audit Committee of Friday 5th June 2015 were noted.

A4 MATTERS ARISING

There were no matters arising.

A5 PROJECTS REPORT

The Board considered a report by Jim Grieve, Programme Manager regarding the current year's Projects Budget, which showed expenditure to 20 May 2015 of £248,856.

Decision

The Board noted the report; approved the maintenance charges to be applied to RTPI TV screens in public places; and agreed that SEStran ensure involvement in the City Deal process by making appropriate representations at officer and member level.   JG/JS

A6./

A6.   **UNAUDITED ANNUAL ACCOUNTS 2014/15**

The Board considered a report by Hugh Dunn, Treasurer, relating to the unaudited Annual Accounts for 2014/15.

Decision

The Board:-

(i)   approved the unaudited Annual Accounts for 2014/15 for submission to the Partnership's external auditors;

(ii)   noted the audited Annual Accounts, incorporating the Auditor's report, will be presented to the Performance and Audit Committee and Partnership Board in September 2015.

A7.   **RTS DELIVERY PLAN**

The Board considered a report by Alastair Short, Strategy Manager, setting out proposals for a Delivery Plan implementing the revised Regional Transport Strategy.

Decision

The Board approved the development of a Delivery Plan based on the approach described, to be brought back to a future meeting of the Board.

A8.   **DECRIMINALISED PARKING ENFORCEMENT - CEC SERVICES**

The Board considered a report by Jim Grieve, Programme Manager relating to Decriminalised Parking Enforcement (DPE), and the services that the City of Edinburgh Council (CEC) could offer to other authorities in relation to DPE.

Decision

The Board noted the contents of the report and instructed the Director   AM
to liaise further with CEC and other local authorities with a view to implementation of shared working.

A9.   **ACCESS TO HEALTHCARE**

The Board considered a report by Alastair Short, Strategy Manager, relating to improved access to Healthcare. There was discussion in particular on the role of the Scottish Ambulance Service (SAS).

Decision/

Decision

The Board noted progress with developing improved access to   AS
healthcare and approved the actions as outlined in the report.

A10   SEStran STRATEGIC CROSS BOUNDARY CYCLE DEVELOPMENT

The Board considered a report by Sarah Ryan, Active Travel Officer,
relating to a study on cross boundary cycle development.

Decision

The Board approved the Strategic Cross Boundary Cycle
Development study and associated outputs as summarised in this
report and commended the adoption of the recommendations to the
partnership authorities.

B1.   ANNUAL TREASURY MANAGEMENT REPORT 2014/15

The Board considered a report from Hugh Dunn, Treasurer, relating to
the treasury management carried out on behalf of SEStran.

Decision

The Board noted the Annual Report for 2014/15.

B2.   ANNUAL INTERNAL AUDIT REPORT

The Board considered the annual internal audit report by Hugh
Thomson, Principal Audit Manager. The report noted that there were
no significant issues arising as a result of the Audit.

Decision

The Board:-

(1)   Noted the contents of this report;

(2)   Noted the draft Annual Governance Statement contained in
        Appendix 2.

B3.   EAST COAST MAIN LINE AUTHORITIES

The Board considered a report by Trond Haugen, Adviser to SEStran,
relating to the East Coast Main Line Authorities Consortium, and the
agreed budget contribution by SEStran.

Decision

The Board noted the report.

B4./

B4. SEStran STATIONS

The Board considered a report by Trond Haugen, Adviser to SEStran, updating the Board on various bids and projects relating to railway stations in the area.

Decision

The Board noted the report.

B5 MINUTES OF SESplan CROSS BOUNDARY IMPACTS GROUP

The Board approved the minute of SESplan Cross Boundary Transport and Land Use Appraisal

B6. HIGH SPEED RAIL UPDATE

The Board considered a report on the High Speed Rail Scotland Group Update and noted there was no news of import to report.

B7. CONSULTATION RESPONSES BY SEStran

The Board considered the following consultation responses:

B7.1 NETWORK RAIL INCLUSIVE DESIGN STRATEGY

B7.2 TACTRAN RTS

B7.3 FIFE SUSTAINABLE DEVELOPMENT

B7.4 INFRASTRUCTURE AND CAPITAL INVESTMENT COMMITTEE - FREIGHT TRANSPORT

B7.5 MIDLOTHIAN LOCAL DEVELOPMENT PLAN

B8. CONSULTATION RESPONSES BY JOINT RTP CHAIRS

The Board considered consultation responses by the Joint RTP Chairs on the following issues:-

B8.1 ROADS COLLABORATION

B8.2 LOW EMISSION STRATEGY

B9 MINUTES OF SUB-GROUPS

The Board noted the minutes of the following sub-groups:

B9.1 ACCESS TO HEALTH CARE

B9.2 RAIL FORUM - 10th April 2015

B9.3/ 12

B9.3   SUSTAINABLE TRANSPORT FORUM - 30th April, 2015

B9.4   AIRPORT FORUM - 30th April 2015

B9.5   SOUTH P&R STEERING GROUP - 19th May 2015

B9.6   CHIEF LIAISON GROUP MEETING - 4th March 2015

B10   MINUTES OF THE JOINT RTP CHAIRS - 4th March 2015

4.   **AOCB**

The Board instructed the Partnership Director to enquire if it would be possible to visit the new Borders Rail Link.

5.   **DATE OF NEXT MEETING**

The Board agreed that the date of the next meeting would be Wednesday 23rd September, 2015.

SEStran Regional Transport Strategy - Update

DRAFT

1. INTRODUCTION

1.1 This report updates the Board on the status of the RTS Refresh submitted to Ministers following its approval by the Board in March; it also introduces a consultation draft of an RTS Delivery Plan as agreed on 19th June.

2. DETAIL

2.1 The SEStran RTS Refresh was approved by the Board on 20th March. It was then submitted to Scottish Ministers for approval as required under the Transport (Scotland) Act 2005. SEStran was notified on 31st July that the Minister for Transport and Islands had approved the RTS.

2.2 It is now proposed to produce a publication version of the document for on-line access on the SEStran website, with a limited number of copies to be produced in hard copy.

2.3 A draft Delivery Plan has now been prepared in accordance with the decision of Board on 19th June. This is attached as Appendix 1 to this report, and Board members' views on the document are sought by 16th October.

2.4 The Delivery Plan has been issued for consultation to the SEStran strategy group and other key stakeholders, with a deadline for responses of 16th October. A finalised version will be brought to the December meeting of the Board.

3. RECOMMENDATIONS

3.1 The Board notes Scottish Ministers' approval of the refreshed RTS;

3.2 The Board notes the content of the consultation draft RTS Delivery Plan;

3.3 The Board agrees that comments from Board Members and consultees should be provided to officers by 15 October 2015;

3.4 The Board notes that the outcome of the consultation on the Delivery Plan will be reported to the December meeting of the Board.

John Saunders
Strategy Adviser

Appendix 1: SEStran RTS Delivery Plan – Consultation Draft

Policy Implications	Policy Development
Financial Implications	
Race Equalities Implications	
Gender Equalities Implications	
Disability Equalities Implications	

CONSULTATION DRAFT

Partnership Board Meeting
Wednesday 23 September 2015
A5. RTS Update – Appendix 1

REGIONAL TRANSPORT STRATEGY 2015 - 2025
REFRESH

DELIVERY PLAN
CONSULTATION DRAFT - AUGUST 2015

1   Introduction

1.1   Background

The RTS Refresh was approved by Scottish Ministers in July 2015. Ministers have made clear previously that the delivery of SEStran's RTS is a matter for the Partnership and does not require ministerial approval. Nevertheless a Delivery Plan will be an important element in supporting implementation of future projects, whoever may be promoting and funding them, by relating them to the policy context provided by the RTS and other policy documents.

RTS Guidance from 2006 suggests that RTPs should develop an Investment Plan covering the first 5 to 10 years of the RTS timescale setting out a programme of capital investment required for the successful implementation of the RTS. That is the format adopted for SEStran's 2008 Delivery Plan, which was also supported by an appraisal of interventions against RTS objectives.

Given the transfer of RTP capital allocations to individual local authorities by Ministers in 2010, this type of Investment Plan no longer appears relevant as SEStran is able only to influence rather than determine most transport investment decisions. Direct capital funding for RTPs now comes primarily through competitive bids to national or EU funders. Future RTP project funding streams are therefore highly unpredictable.

Nevertheless, there are clear strategic priorities for transport on which SEStran should focus that emerge from the RTS, based on national policy, the Strategic Development Planning process, and from Local Authorities. Based on these, the Delivery Plan should provide a framework for SEStran's ongoing work programme, set out in the annual Business Plans.

1.2   Delivery Plan format

This Delivery Plan accordingly sets out priorities for SEStran's activities. The following chapter identifies SEStran's key policy priority areas, looking at specific themes drawn from the extensive list of identified interventions listed in the RTS and at region-wide policy topics from Chapters 6 and 7 of the RTS. It also summarises the monitoring of the RTS undertaken since 2007 to help identify areas of activity where further action should be prioritised.

The aim of the Plan is to guide effective transport provision over the wider city region by marshalling resources, including for cross-boundary measures, by promoting connectivity requirements essential to the whole regional economy and by supporting the transport functions of the constituent local authorities in order to achieve the RTS objectives.

With this in mind, Chapter 3 sets out an Action Plan for these key priorities. However, due to the uncertainty of project funding this Plan will require continuous review through the annual SEStran Business Plan.

1

2 Priorities

2.1 RTS Interventions

The Regional Transport Strategy is set out in four chapters covering three geographic themes:

a. National/international connectivity supporting the regional and national economy (Chapter 5);
b. Regional movement corridors, particularly focused on Edinburgh as the region's economic hub (Chapter 8); and
c. Region-wide measures to support specific economic, environmental, social and health objectives (Chapters 6 and 7).

The RTS incorporates a substantial list of proposed interventions linked to the first two of the above themes. These are developed from UK and Scottish Government plans, those included in the current Strategic Development Plan for South East Scotland and proposals from SEStran partner local authorities. These proposed interventions are at various stages of development, with many having had only limited appraisal. The full list of interventions identified in the RTS is included as Appendix 1 of this document. These interventions will be considered further where appropriate in the context of the priority Actions set out in Section 3 of this Plan.

The RTS also includes a wide range of policy measures based on the third theme above. Some of these are the subject of ongoing action by SEStran and other delivery agencies, others have not been pursued due to lack of resources or SEStran's ability to add value. These are listed in Appendix 2.

The following paragraphs identify the topics considered by SEStran to be priorities for action under each of these geographic themes.

2.2 National and International Connectivity

Connectivity is set out in the strategy in this context in terms of gateways and links. Note that many of the issues raised in this section of the RTS are also highlighted in the following sections 2.3 and 2.4. Key priorities for SEStran involvement are:

- **Edinburgh airport gateway:** in terms of destinations served from the airport, and surface access to and from the airport;

- **Rail links for passengers:** better levels of service throughout Scotland, and the development of High Speed rail in the UK;

- **Freight logistics and gateways:** developing the region's freight gateways (ports and rail hubs) to support the Scottish economy, and promoting the use of sustainable logistics in terms of minimising road freight and supporting low carbon urban logistics.

2

2.3   Regional movement corridors

Forecasts and analysis of future travel patterns carried out for SEStran and for the strategic development planning process highlight future trends and potential problems. Based on this work, a number of key issues are identified in the RTS (section 8.5) as requiring intervention to support the future economy and development of the region. These are:

1. Tackling orbital movement around Edinburgh

The RTS proposes an integrated approach to managing congestion on the A720 Edinburgh City Bypass incorporating all the following:

- Encouraging the use of public transport through the provision of good quality public transport services and infrastructure – in particular:
  a) measures based on the Orbital BRT proposals;
  b) the maintenance and development of 'Cross Rail' services through Edinburgh.

- Provision of additional Park and Ride;

- The removal of obvious bottlenecks such as Sheriffhall through measures which are compatible with the capacity of the surrounding network and which also prioritise public transport, and

- The use of up to date technology to maximise traffic flow and support bus priority.

2. Tackling movement across the Forth and from the west into Edinburgh

The RTS recognises the pressure on these corridors and proposes:

- Continuing investment in the rail network in these corridors;

- Maximising the benefits of recent and future rail investment by the provision of new stations (especially associated with major new development) and further rail related park and ride provision;

- Further bus priority on the motorway approaches to the west of Edinburgh and building on completion of the new road bridge with the existing Forth Road Bridge being dedicated to public and active travel modes;

- Further development of the Edinburgh tram system to improve public transport levels of service and connectivity throughout the city, particularly to and from the west.

3. Tackling movement in the region's larger towns

There is pressure on the road network within most of the large towns within the SEStran area, particularly as a result of new development. The RTS proposes:

- Ensuring that new developments are sustainable and that residents are able to travel without having to use a car by working with SESplan to identify the most accessible and sustainable sites for new development and to promote an appropriate design framework.

4. Achieving more Active Travel

3

Active Travel can contribute to reducing congestion as well as improving health. However, success in increasing the share of journeys made on foot or by bicycle has been limited, especially outside the city of Edinburgh. The RTS proposes:

- Ensuring the design of new development and transport interventions follows the principles of 'Designing Streets';

- Continuing improvement of infrastructure and improved recognition of the needs of pedestrians and cyclists throughout the transport network.

2.4   Region-wide measures

The RTS Chapters 6 and 7 set out a wide range of policy measures to support the overall objectives of the RTS. Some of these involve on-going maintenance and development of services, such as TripshareSEStran, some involve liaison with stakeholders to promote and support RTS sustainability or social objectives, for example the Freight Quality Partnership, and some are more focused on the development of specific investment actions. SEStran has ongoing activities in a number of these - Appendix 2 sets out the full list. There is some overlap with the issues identified in the previous section. High priority areas are considered to be:

- **Land use Planning and Sustainable Development**: Continuing involvement in land use planning, ensuring sustainability is a key consideration in future development;

- **Public Transport information**: Building on the current SEStran PTI strategy, and promoting and further developing the Real Time Passenger Information (Bustracker) system regionwide;

- **Access to stations, interchanges and stops**: Encouraging the improvement of local access to public transport;

- **Park and Ride:** Promoting measures associated with the SEStran P&R strategy;

- **Integrated ticketing**: Promoting wider integrated ticketing including the potential use of 'smart' ticketing methods;

- **Active Travel networks**: Supporting the development of urban cycle networks and their regular use, working with Sustrans;

- **Travel Planning**: Co-ordinating with local authorities and Health Boards to develop travel plans;

- **Car Sharing**: Continuing to develop car sharing through the TripshareSEStran scheme;

- **Freight/logistics**: Continuing the development of the Freight Quality Partnership, and promoting sustainable freight gateways and movement at international, national and local scale;

- **Access to employment and healthcare**: Analyse the accessibility of various areas – especially areas of deprivation – to health and employment facilities and assist in promoting improvements;

<p style="text-align:center; color:red;">CONSULTATION DRAFT</p>

- **Parking management**: Promoting the SEStran parking management strategy and assisting with Decriminalised Parking Enforcement;

- **Alternative fuels**: Encouraging use of electric vehicles and alternative fuels.

2.5 RTS monitoring

Monitoring of the RTS undertaken annually since 2007 identifies trends in indicators relating to the RTS objectives. This is described fully in Chapter 4 of the RTS Refresh 2015. The following table summarises performance and sets out conclusions in terms of the need for action.

RTS Objective	Performance 2007-2013		Priority – Action required
1 Economy			
1.1 - to maintain and improve labour market accessibility to key business / employment locations	Target **not** achieved - except Livingston (60 mins)	↘	PRIORITY Promote action on road congestion hotspots and corridors, public transport connectivity
1.2 - to maintain and improve connectivity to the rest of Scotland, the UK and beyond	Target achieved	↑	PRIORITY Maintain competitive (inter)national connectivity position
1.3 - to support other strategies, particularly land-use planning, and economic development	Participation in SDP preparation, Community Planning	↑	PRIORITY On-going support/input required to SDP and other plans
1.4 - to reduce the negative impacts of congestion, in particular to improve journey time reliability for passengers and freight	Trunk rds: target achieved at some sites; car mode share not achieved; car users in congestion, mixed results	↔	PRIORITY Promote action on road congestion hotspots and corridors, public transport, and freight corridors
2 Accessibility			
2.1 - to improve access to employment	Target not achieved	↓	PRIORITY As 1.1 above
2.2 - to improve access to health facilities	Target not achieved Trend in wrong direction in many cases	↓	PRIORITY Work with Health Boards and others to improve access
2.3 - to improve access to other services, such as retailing, leisure and education	Target not achieved -except to Retail Parks/ Supermarkets	↘	Low specific SEStran priority Improvements will follow other actions (2.1,.2.2 etc)

<p style="text-align:center;">5</p>

2.4 - to make public transport more affordable and socially inclusive	No data on DDA compliance for 2012; reduction in proportion of bus users finding fares 'good value'; increase in use of conc. bus pass.	⟷	PRIORITY Promote equality of access to public transport

3 Environment			
3.1 - to contribute to the achievement of the UK's national targets and obligations on greenhouse gas emissions	Traffic levels on track to 2021 target; Scottish CO_2 emissions broadly on target but transport emissions still slightly higher than 1990 base.	⬈	PRIORITY Support SG Climate Change strategy; Support low emission vehicle devt, infrastructure and use
3.2 - to minimise the negative impacts of transport on natural and cultural resources	No specific changes identified	⟷	Low specific SEStran priority Complementary to actions to support to sustainable transport
3.3 - to promote more sustainable travel	No change overall; increase in Liftshare takeup	⮕	PRIORITY Support walking, cycling, public transport
3.4 - to reduce the need to travel	No data from monitoring	⟷	PRIORITY Actions set out in 1.3
3.5 - to increase transport choices, reducing dependency on the private car	Mode share target not achieved, trend in wrong direction	⬇	PRIORITY Support walking, cycling, public transport and car sharing measures
4 Safety and Health			
4.1 - to improve safety (reducing accidents) and personal security	i) On track to meet 2020 target ii) Targets met in terms of total number of casualties iii) No recent data	⬈	Low specific SEStran priority Support LAs in appropriate road safety measures
4.2 - to increase the proportion of trips by walk/ cycle	Small increases in proportion walking and cycling.	⬈	PRIORITY Support walking, cycling measures
4.3 - to meet or better all statutory air quality requirements	Increase in number of AQMAs from 5 to 8	⬊	PRIORITY Support SG Low Emission Strategy, Low emission vehicle devt and use
4.4 - to reduce the impacts of transport noise	No indicator available	⟷	Low specific SEStran priority Should follow 4.3

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2.6 Priority actions

Based on the policy priorities and monitoring above, an Action Plan is set out in the following Chapter. This also includes an action relating to SEStran's duty to monitor the RTS and carry out periodic reviews.

The Action Plan identifies key actions, resource required, and existing and potential funding sources. SEStran will seek additional funding for these activities where appropriate through Scottish Government/Transport Scotland, UK government, EU grants or other third party sources.

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3 Action Plan

3.1 National/International connectivity

Action	a) Examine and support as appropriate High Speed rail proposals b) Liaise with Edinburgh airport on future development, in particular surface access needs
Resource	Staff time
Funding	Core funding
Timescale	2015-16 onward, long term
RTS Objectives	1.2, 1.3

3.2 Tackling orbital movement around Edinburgh

Action	a) Ensure options fully examined in cross-boundary work and SDP2 b) Review previous Orbital Bus feasibility work and develop detailed proposals
Resource	Staff time b) Commissioning of further studies
Funding	Core funding
Potential funds	SG challenge funding
Timescale	2015-16 onward
RTS Objectives	1.1, 1.2, 1.3, 1.4, 2.1, 2.2, 2.3, 3.5

3.3 Tackling movement across the Forth and from the west into Edinburgh

Action	a) Work with partners on implementation of Forth Crossing public transport measures b) Work with partners on improvement of cross-Forth bus, ferry and rail services
Resource	Staff time
Funding	Core funding
Potential funds	SG challenge funding; Partner funding
Timescale	Ongoing
RTS Objectives	1.1, 1.2, 1.3, 1.4, 2.1, 2.2, 2.3, 3.5

3.4 Land use Planning and Sustainable Development

Action	a) Support SDP2 work; focus on connectivity needs of Strategic employment development areas b) Support SDP Cross-Boundary study and development of mechanisms to support developer contributions to strategic transport infrastructure c) Support City Deal development d) Promote inclusion of 'Designing Streets' principles in Supplementary Guidance to SDP and LDPs
Resource	Staff time
Funding	Core funding
Timescale	Ongoing
RTS Objectives	1.3, 2.1, 2.2, 2.3, 3.4, 3.5

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3.5   Achieving more Active Travel

Action	Promote cross-boundary cycle routes
	Promote inclusion of 'Designing Streets' principles in Supplementary Guidance to SDP and LDPs
	Operate cycling facilities grant scheme with Sustrans
	Support promotional activities (eg Bike to work week)
Resource	Staff time, Consultancy studies, Grants
Funding	Core funding, Sustrans funding, SG challenge funding
Timescale	Ongoing
RTS Objectives	3.3, 3.5, 4.2, 4.3

3.6   Public Transport information

Action	Extend Bustracker to all SEStran area
	Public place RTPI information
	Commercial RTPI information
	Support development of transport information for disabled people
Resource	Staff time, Equipment, Consultancy support
Funding	Core funding, SG challenge funding, EU project funding, Income from commercial provision
Timescale	Ongoing
RTS Objectives	2.4, 3.3, 3.5

3.7   Access to stations interchanges and stops

Action	Work with partners to identify problem areas and promote improvements and new stations including for people with mobility impairments
	Support cycle facilities at stations and other public transport nodes
Resource	Staff time
Funding	Core funding, Sustrans funding
Potential funds	SG challenge funding; Partner funding
Timescale	Ongoing
RTS Objectives	2.4, 3.3, 3.5

3.8   Park and Ride:

Action	Review P+R strategy
	Promote sites when possible
Resource	Staff time, Consultancy support
Funding	Core funding
Potential funds	SG challenge funding; Partner funding
Timescale	Ongoing
RTS Objectives	1.4, 2.1, 2.2, 2.3, 3.3, 3.5

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3.9   Integrated ticketing

Action	Continue developing 'One-Ticket' Promote smart ticketing options
Resource	One-Ticket staff time
Funding	One-Ticket budget
Timescale	On-going
RTS Objectives	2.4, 3.5

3.10 Travel Planning

Action	Support for travel planning by employers and institutions
Resource	Staff time
Funding	Core budget; EU project funding
Potential funds	SG challenge funding; Private sector
Timescale	On-going
RTS Objectives	1.4, 3.3, 3.5, 4.2

3.11 Car sharing

Action	Manage, promote and develop TripshareSestran scheme
Resource	Staff time, Technical support
Funding	Core budget, EU project funding
Timescale	On-going
RTS Objectives	1.4, 3.5

3.12 Freight/logistics

Action	Promote sustainable access to ports – rail link to Rosyth, road/rail links to Grangemouth, access to Leith Support innovation in logistics services including use of trans-shipment hubs and low-carbon delivery services Support and develop the concept of 'sustainable freight gateways'
Resource	Staff time
Funding	Core funding; EU project funding
Timescale	On-going
RTS Objectives	1.1, 1.2, 1.3, 1.4, 3.1, 4.3, 4.4

3.13 Access to healthcare and employment

Action	Liaise with NHS on access issues and provision of travel information for patients Support Community Planning Partnerships with best practice advice and information on accessibility issues
Resource	Staff time
Funding	Core budget
Potential funds	Partner funding
Timescale	On-going

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RTS Objectives	1.1, 1.4, 2.1, 2.2, 2.3, 2.4

3.14 Parking management

Action	Support partner LAs with DPE advice and potential implementation
Resource	Staff time
Funding	Core budget
Potential funds	Partner funding
Timescale	On request
RTS Objectives	1.1, 1.3

3.15 Alternative fuels

Action	Work with partners to promote use of sustainable fuels
Resource	Staff time
Funding	Core budget
Potential funds	SG challenge funding; Partner funding; EU project funding
Timescale	On-going
RTS Objectives	3.1, 3.2, 4.3, 4.4

3.16 RTS Monitoring and Review

Action	a) Carry out annual monitoring of RTS indicators b) Review RTS
Resource	Staff time, Consultancy support
Funding	a) Core budget
Potential funds	EU project funding
Timescale	a) Annual b) 2016-18 if funding available

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Edinburgh and SE Scotland 'City Region Deal'

DRAFT

1. INTRODUCTION

1.1 At the meeting on 19th June, the Board agreed that SEStran should ensure involvement in the ongoing City Deal process by making appropriate representations at officer and member level.

1.2 This report updates the Board on developments since June.

2. DETAIL

2.1 At the June meeting of the Board, the Director informed Members about initial contacts between SEStran and City of Edinburgh Council officers about the ongoing development of a 'City Deal'.

2.2 Since the last meeting, the Chair has written to the Leader of the City of Edinburgh Council highlighting the input that SEStran could provide to support such a Deal, and further contacts have taken place between officials. [Do we need to append the letters?].

2.3 The timetable for development of a bid has been very rapid, and an outline prospectus for a 'City Region Deal' for Edinburgh and South East Scotland was submitted to the Scottish and UK governments in the first week of September. The submission was made jointly by the City Region councils (the SEStran member authorities apart from Falkirk and Clackmannanshire Councils). [Hopefully we will be able to append a copy of the bid, a website link or a summary of it]

2.4 The outline submission sets out the general concept and structure of the proposed bid. It does not, for example, include details of proposed infrastructure investment that would be incorporated in a final bid. [check this].

2.5 It is understood that a fully developed and costed bid will follow if positive feedback to the outline proposal is received from governments. The bid would then require formal sign-off by Councils. It is anticipated that this would occur in December/January; timescales will therefore remain very tight.

2.6 Support from business for the bid's aim to 'create a step change in economic performance' by investing in infrastructure, skills and innovation is being sought using a website (http://www.acceleratinggrowth.org.uk) and short promotional video (https://www.youtube.com/watch?v=KjsSLnsAo0k&feature=youtu.be). These highlight the potential of the regional economy, and the ambition of the Deal authorities to secure £1bn of government funding from which it is estimated that an additional

£3.2bn worth of private sector investment could be leveraged, with a successful bid.

2.7 To date, given the extremely tight timescales for preparation, involvement of stakeholders, including SEStran, in the City Region Deal process has been limited. However, SEStran are included with other key regional and national agencies (eg SESplan, Scottish Enterprise) in a bid development consultation group in the proposed governance structure. [from May report, need to check this still the case]

2.8 Technical work, in particular the development of an economic model that will provide the appraisal framework for the detailed investment proposals, has been continuing in parallel with the preparation of the prospectus with consultants EY. This has primarily involved Transport Scotland and the City Deal team. In addition SESplan have been involved in co-ordination of communications around events for City Deal and for the SDP2 Main Issues Report consultation.

3. RECOMMENDATION

3.1 That the Board:

a)   support the aims of the Edinburgh and SE Scotland City Region Deal;

b)   agrees to continuing full engagement by at political and officer level with the emerging bid process; and

c)   notes that progress on the development of the bid will be brought to a future meeting of the Board.

John Saunders
Strategy Adviser

Policy Implications	Policy Development
Financial Implications	None
Race Equalities Implications	
Gender Equalities Implications	
Disability Equalities Implications	

A8 PROJECTS REPORT

1. **2015/16 Expenditure**
   1.1 **Appendix 1** to this report details the current year's Projects Budget which shows expenditure to ??? September 2015 of £?????

   1.2 Payment of the outstanding ERDF contribution to the RTPI project is still awaited from the ERDF Structural Funds office of the Scottish Government.

   All outstanding claims have been presented, for verification, prior to formal and final electronic submission for payment. As part of the process SEStran has submitted a report on the effectiveness of the project, related to the key Performance Indicators (KPIs) in the original bids. These have had to be updated to reflect the evolving nature of the project and changes in mobile technology since the original applications were made and, after much discussion, the above authority is now content with that submission.
   SEStran believes all the necessary information is now with the ERDF unit to allow them to complete the payment process. A copy of the KPI report is attached for information, in **Appendix 2.**

2. **RTPI**
   2.1 **Bus Investment Fund (BIF)**
   2.1.1 The Bus Investment Fund (BIF) operates as a challenge fund open to applications from public transport authorities working in partnership with operators, community transport, NHS, and other public or private sector partners.

   2.1.2 The aim of the fund is to incentivise and enable partnership working to help improve bus services, partnerships, standards and infrastructure for communities across Scotland. The fund will support and encourage all relevant authorities to take up partnership working to help increase the standard of bus services to increase patronage thereby achieving a greater modal shift.

   2.1.3 As reported previously SEStran was given two awards at the end of 2014, each of value £500k and labelled as "BIF 2" and "BIF 3".

   2.1.4 Under BIF 2, First have fitted all vehicles they can, to date. They are awaiting delivery of 31 new vehicles which will be fully equipped on arrival. The new Stagecoach system is up and running and producing data that they can see internally.
   With regard to the development of the SIRI feed, to allow the transfer of Stagecoach data on actual bus position to be transferred to the SEStran system, "VIX" (Stagecoach service provider) have set up the infrastructure required at their end. Ineo (SEStrans' contractor) are currently testing and de-bugging their link to the SIRI feed. At a stage

when this link is working satisfactorily, the SEStran on-bus equipment will be removed from the Stagecoach fleet and installed in the remaining First fleet. At the end of August, Ineo, SEStran's main contractor, considered their work to be 71% complete. It is still anticipated that this will be complete by the end of the calendar year.

2.1.5 The digital display screen project under BIF 3 funding – £500,000 ending March 2016 – is progressing well. As reported previously, SEStran is offering to equip public premises with digital screens displaying RTPI through bustrackerSEStran as well as information on local events and services.

To date, SEStran has committed to over 90 digital screen installations in a variety of public buildings within the SEStran area. **Appendix 3** provides an overview of current and agreed installations. SEStran has promoted a no obligation free month trial to encourage uptake of the scheme which has proved to be popular. Details of the project can be found on the SEStran website.

2.2 **Scottish Enterprise Mobility Integration Challange**

2.2.1 Despite the apparent, initial enthusiasm from the commercial sector for digital displays showing live bus times alongside site specific advertising etc., it has proved difficult to persuade commercial enterprises to commit to the proposed trial. Following discussion with Scottish Enterprise (SE), it was agreed to hold a lunchtime workshop on Thursday 24 September 2015, with lunch provided , for potential clients and by demonstrating and explaining the facilities available within the system it is hoped to persuade a number of businesses to trial the system for a year. These businesses would need to provide the necessary hardware and for those without existing kit SSUK, SEStran's current supplier of equipment for BIF 3, would make available basic equipment at a competitive price so that every encouragement is given to commit to a trial. SE will require evidence of a successful trial of commercial viability before potentially releasing any further funding.

3. <u>**Sustainable Travel Awareness**</u>

3.1 The Sustainable and Active Travel Grant Scheme is open to 2015/16 applicants. The matched grant scheme offers grants of between £500 and £25,000 to potential applicants. Further details and criteria of grant schemes offered by SEStran can be found on the SEStran website. There is no formal deadline for applicants, but applications will be assessed as they are received within the financial year. All projects must be completed by the 31st of March 2016.

To date, the following projects have been approved:

3.1.1 **East Lothian Council – Smarter Choices Smarter Places. (£25,000 matched funding contribution from SEStran).** This project developed and piloted a model for Sustainable Event Travel

Planning in East Lothian in partnership with the RSPB's Big Nature Festival. The project contributes towards the work East Lothian are undertaking as part of their Smarter Choices Smarter places programme 2015/16. The funding will be used on the following items: Hire of bicycles and equipment, signage, Dr Bike, temporary bike storage, maps, goodie bags, radio promotions, shuttle buses and minor repairs to the River Esk cycle path.

3.1.2 Scottish Borders Council (in partnership with NHS Borders) – "Walk it". (£3,000 matched Contribution from SEStran). "Walk It" is currently hosted and co-funded by Borders Council and NHS Borders. The project started with 5 health walks and currently has 23 open public walks and a number of project walks for people with long term illness. Borders Council will use the SEStran funding to increase their Volunteer base and bring on new volunteer walk leaders to expand their current programme. . This will include certified walk leader training days, adverts for walk leaders in local press, first aid training, braded 'walk it' shirts for volunteers and safety outdoors and disability inclusion training.

4. **European Projects Update**
   4.1 **"NweRide"** is a project within the North West Europe Interreg IVB Programme. The project's aim is to improve individuals' connectivity using dynamic lift share systems which are linked to public transport networks giving a higher probability of finding a trip solution.

   4.1.1 The NweRide Final conference was held on the 2nd of June in Brussels. Car share stakeholders from across Europe attended the conference, in which the project results were shared and discussed. Workshops on the future of the shared networking platform were held and the potential for a European Rideshare Association was also considered. Further information on the conference can be found at http://www.nweride.eu/

   4.2 **"CHUMS"** is a project under the umbrella of Intelligent Energy Europe (IEE) and seeks to address the energy challenge of low car occupancy.

   4.2.1 The next CHUMS meeting will be held in Edinburgh on the 20th/21st of October. The session will focus on the most recent National Liftshare Week (5th-11th of October) and will look at the next series of personalised Travel Planning activities to be undertaken in conjunction with Edinburgh Council's Smarter Choices Smarter Places measures.

   4.3 **"SocialCar"** aims to integrate public transport information, car pooling and crowd sourced data in order to provide a single source of information for the traveller to compare multiple options/services.

   4.3.1 The kick-off meeting for SocialCar was held on the 25th/26th of June in Rome. The meeting was well attended by over 40 consortium

members from across Europe. The demonstration sites (including Edinburgh) presented their baseline data regarding car sharing. TripshareSEStran.com was well received and considered to be one of the more advanced sites across the Social Car partnership.

4.4 **"I-Transfer."** The Board will recall that this project was an inter-regional (INTERREG) initiative that sought to encourage Europe's regions to form partnerships and work together on common projects. The main objective of I-Transfer was to develop and present innovative, sustainable solutions in ferry technology, operation and policy to improve regional accessibility by water-based transport in the North Sea Region. A substantial element of the project within the SEStran area involved the reconfiguration of Galloway's Pier in North Berwick, to facilitate low-tide access, when access to the harbour itself is not possible, for vessels up to 12 metres in length and to stimulate use by small ferries. This work was completed in 2014.

SEStran is pleased to report that a ferry, operated by Maid of the Forth (a partner with SEStran in the Project), successfully commenced a cross-Forth tourist service between North Berwick and Anstruther, in early August and is set to continue with seasonal operation in the future.

5. **Opportunities for New European Projects**
5.1 **Interreg, North West Europe**

The two project bids, Sustainable Logistics Gateways (SLGs) and City Logistics "Buzz" described to the Partnership Board in the previous Projects report, were unsuccessful.

Of 81 bids submitted, only 19 were approved to proceed to stage 2. In rejecting the bids, the project partnership was advised that the focus, in terms of transport, of the above program is on transnational low carbon solutions to reduce overall GHG emissions and is not intended to fund modal shift or individual transport investments. The essential aim of "Buzz" was to trial low emission vehicles for last mile delivery in urban areas which is clearly at odds with the advice now given. With regard to the SLGs it was considered that the partnership was too big (14 partners) and attempted to be all-inclusive, covering too many issues and lacking focus. However, the green "business branding" element of the SLGs bid, the crucial element from SEStran's point of view, was judged to have been well defined and there may be scope to pursue this initiative in another bid with a smaller, more focussed partnership.

5.2 **Interreg, North Sea Region; Share-North**

This project is summarised as follows: The challenges of sustainable transport in the North Sea Area cannot be met by technical solutions alone – it also requires behavioural changes. Shared mobility modes

and their potential to address these challenges are the focus of the SHARE-North project. This includes developing, implementing, promoting and assessing car sharing, bike sharing, ride sharing and other forms of shared mobility in urban and rural areas and employment clusters. The planned living labs will integrate modern technology with activities to support changes in mobility behaviour. The objectives are: resource efficiency, improving accessibility (incl. Non-traditional target groups), increased efficiency in the use of transport infrastructure, reduction of space consumption for transport, improving quality of life and low carbon transport.

A strong partnership of public authorities, NGOs and research institutions in the project consortium is supplemented by numerous supporting organisations including the OECD International Transport Forum. The partnership stands for transnational cooperation, which is necessary for creating political support, and represents a high level of innovation as shared mobility is not yet widely employed as a part of integrated transport strategies. The Mobility Academy will be involved for dissemination purposes as its annual World Collaborative Mobility Congress will give SHARE-North and its themes a global platform to demonstrate the impacts of shared mobility.

This bid is being led by the City of Bremen and other partners include: local authorities in West Yorkshire, Norway and Belgium, Lund University in Sweden and private sector partners in Belgium, Switzerland and the Netherlands. Stage one of the bid was submitted on 30 July and the outcome is awaited.

5.3   Interreg Europe; Regio-Mob

The project aims is to promote "learning, sharing of knowledge and transferring best practices between the participating regional and local authorities to design and implement regional mobility plans (or Regional Transport Strategies) bearing in mind the stakeholders with regional relevance and contributing to the sustainable growth of Europe." Accordingly this project provides an opportunity for SEStran to attract European funding towards the necessary development of the RTS and to learn and share knowledge with other cities throughout Europe. If successful, the project will attract 70% funding from Europe.

The bid is being lead by a Spanish agency and included in the partnership are representatives from Slovenia, Italy,Poland, Greece and Romania. The Stage 1 submission was made on 30 July, as required and the outcome is awaited

6.   Recommendations
6.1   That the board notes the contents of this report.

Jim Grieve
Programme Manager
September 2015

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Appendix 1: Revenue Projects Expenditure
Appendix 2: RTPI Performance Indicator Report
Appendix 3: BIF 3 Progress on Screen Installations

Policy Implications	None
Financial Implications	As detailed in this report
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None

BustrackerSEStran Project

ERDF Priority 3 & 4 Supplementary Report

July 2015

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Contents

Figures & Tables

1   Introduction

The SEStran (South East Scotland Transport Partnership) Real-time Passenger Information Project delivers live bus information across south-east Scotland, an area exceeding 3000 sq.m which includes over 28% of Scotland's population. It is a multi-stakeholder public transport project including 8 local authorities, 2 regional transport partnerships and a number of commercial bus operators.

The system, known as "bustrackerSEStran", covers the entire SEStran area.

This supplementary report provides detailed monitoring information relating to the targets and indicators across the 5 projects which received ERDF support:

- **East Lothian (EL 0475)**
- **Scottish Borders (SB 0014)**
- **Fife (FI 0216)**
- **West Lothian (WL 0144)**
- **Cross-Boundary (XB 0143)**

The report is structured as follows:

Chapter 2 - "Targets and Indicators" summarises the indicators and provides additional background information.

Chapter 3 – "System Benefits" demonstrates the system benefits and includes details of the marketing exercises undertaken to promote it.

Chapter 4 - "Project Amendments" comments on specific items and features which were not delivered in accordance with the original plan and explains how the funding was used to deliver alternative solutions and benefits.

Chapter 5 – "ERDF Legacy" explains the ongoing and increasing benefits of the bustrackerSEStran system, building on the foundations laid with ERDF funding support.

2 Targets, Indicators & Results

2.1 Background

ERDF grants require SEStran to monitor a number of targets and indicators. Early on in the project, meetings were held with the Managing Authority to discuss the appropriateness of the standard suite of ERDF indicators and how these would measure progress in delivering cross-cutting themes (including for example social inclusion).

A monitoring framework was produced and accepted by the authority. The Managing Authority accepted that through the nature of the scheme, outcome indicators would take a considerable time to change. Furthermore, SEStran always maintained that the principle objective of the overall scheme was to deliver a core system to generate accurate live bus information which could be disseminated to passengers in a number of ways.

This objective was totally consistent with ERDF Priority 3 and 4 objectives which identified public transport as key supporting theme in achieving access to employment, learning and business enterprise objectives.

2.2 Committed Targets & Indicators

The following table shows the commitments made in each bid and progress so far towards those targets. Targets are in the left hand column, results in the right for each ERDF area. A brief explanation and justification of the results are included in the notes below. Supplementary information regarding the system benefits is included in Section 3.

Table 1: Targets & Indicators

Type	Indicator	EL 0475 Target	EL 0475 Result	SB 0014 Target	SB 0014 Result	FI 0216 Target	FI 0216 Result	WL 0144 Target	WL 0144 Result	XB 0143 Target	XB 0143 Result
Output	Output Number of enterprises supported.	0	1	0	3	0	2	0	1	0	2
Output	Output Number of e-learning/childcare and other community facilities supported.	30	48	15	57	1	236	0	78	8	21
Output	Output Area of business space created or modified (m2).	0	0	0	0	0	0	0	0	0	0
Output	Output Number of educational access projects supported.	1	1	1	3	5	11		2	2	3
Output	Output Number of local transport projects supported.	2	1	2	3	3	2	8	1	2	2
Result	Result Number of new marketing initiatives.	5	7	5	7	30	7		7	4	7
Result	Result Number of enterprises introducing	3	1	3	1	0	4		1	2	1

Type	Indicator	EL 0475 Target	EL 0475 Result	SB 0014 Target	SB 0014 Result	FI 0216 Target	FI 0216 Result	WL 0144 Target	WL 0144 Result	XB 0143 Target	XB 0143 Result
	new supply and production processes.										
Result	Result Number of enterprises benefiting from supported facilities.	50	**2600**	50	**4523**	50	**7184**	0	**3793**	20	**330**
Result	Result Occupancy rates of business space by the end of the Programme (%).	0		0		0				0	
Result	Result Number of gross jobs created.	2	**2**	2	**2**	2	**2**	0		1	**1**
Output	Output Number of job brokerage initiatives supported.							0	**0**		
Output	Output Number of renewable energy projects supported.							0	**0**		
Result	Result Increase in the number of individuals gaining employment through supported job brokerage schemes							0	**0**		
Result	Result Increase in the number of individuals gaining employment through supported ICT/e-learning facilities							0	**0**		
Result	Result Increase in the number of individuals gaining employment through supported childcare/community facilities.							0	**0**		
Output	Output Area of business space created or modified (m2).							0	**0**		
Result	Result Number of enterprises supported.							0	**0**		
Result	Result Number of social enterprises supported.							0	**0**		
Result	Result Number of gross jobs created.							0	**0**		

3 System Benefits

3.1 System Summary

Before considering the system benefits, it is important to summarise the systems and facilities that have been delivered.
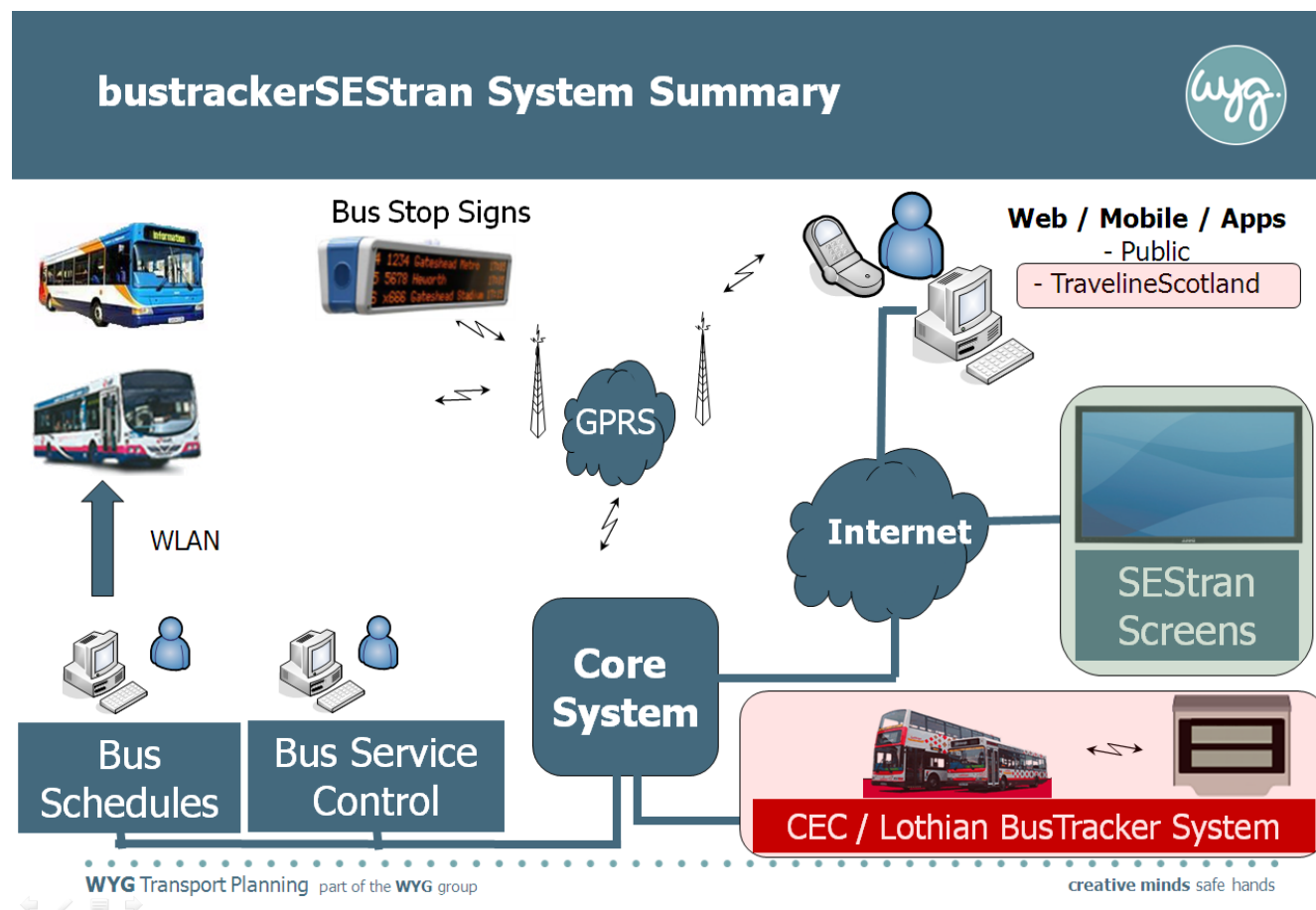
Figure 1: bustrackerSEStran System Overview

Figure 1 shows the key features of the bustrackerSEStran system delivered under this project. This includes commissioned interfaces with other established public transport information systems (pink highlight) and important bustrackerSEStran based information system opportunities for the future (green highlight).

The key points to note are:

- Core bustrackerSEStran system platform established
- 358 First & Stagecoach buses equipped
- Web, Mobile and App live bus information services launched, SEStran wide
- 10 electronic stop signs installed

- Fleet management and voice communication tools for bus operators

- Interface to City of Edinburgh / Lothian Buses BusTracker system established

- BustrackerSEStran live bus times now available on 400+ Edinburgh BusTracker at stop signs

- Interface to TravelineScotland information system established

- BustrackerSEStran live bus times now available on TravelineScotland's national web /app services

The SEStran Screens project is discussed further in chapter 5.

3.2 System Benefits by ERDF Output / Result Category

3.2.1 General

The BustrackerSEStran web, mobile and app services make live bus times available to a limitless number of potential bus users. This means the system can support all of the ERDF KPI measures across the entire SEStran area in a flexible and efficient manner. It is not constrained by the need for additional investment in on-street signs infrastructure. It offers live bus information where and when it is needed by the user at all points of their journey: leaving home; leaving work; going to and from further education centres etc.

It is also adaptable. If a new learning or employment initiative is created, bustrackerSEStran will immediately provide the relevant transport information. If the bus services change, bustrackerSEStran already knows about it because it uses the same data as the bus operator's ticket machines.

ERDF policy and strategy documents recognised public transport as "key supporting service". By supporting the bustrackerSEStran project, ERDF has helped create a live bus information service which genuinely serves the entire community, 24/7.

Fig 2 below illustrates the increasing use of the bustrackerSEStran live bus system over the last 6 months. It now responds to over 730,000 hits a month.
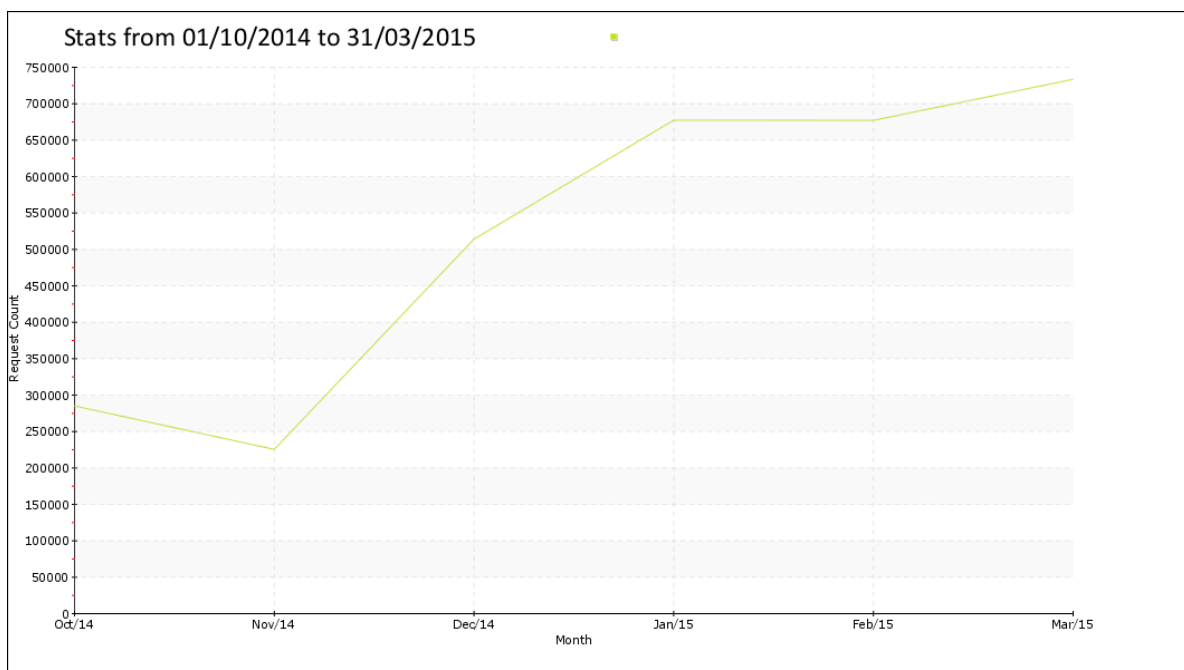
Figure 2: BustrackerSEStran Requests (Monthly)

Figure 3 shows the average hourly demand profile for an average weekday in March 2015. This reflects the typical working day with higher demands during the morning and evening peaks. The systems replies to almost 1700 queries/hr between 5 and 6pm.
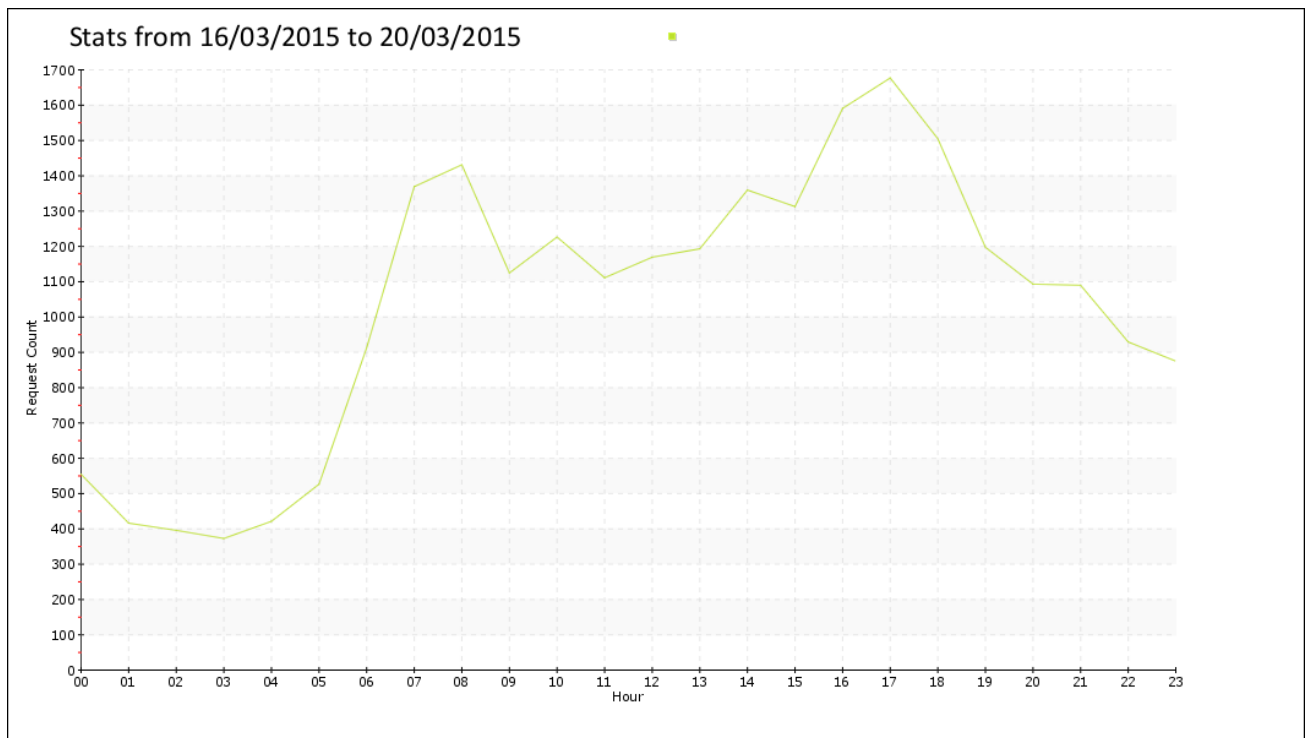
Figure 3: BustrackerSEStran Hourly Requests (Ave Weekday)

The system is also serving a wide range of users. Current usage levels are:

Table 2: BusTrackerSEStran Usage by Application

User Application	Usage Level
	%
TravelineScotland	60
BustrackerSEStran Digital Signs	25
BusTrackerSEStran mobile / apps	10
BusTrackerSEStran Web Site	5
TOTAL	**100**

Usage is currently dominated by TravelineScotland queries. This is not surprising as TravelineScotland's app has been available for some time and was promoted by both TravelineScotland and the bus operators. However, until the arrival of the bustrackerSEStran, TravelineScotland could only offer scheduled information to passengers. It is the busTrackerSEStran system that delivers the live bus information which is now readily available via the TravelineScotland apps. ERDF funding of bustrackerSEStran has therefore added value to the established, national public transport information service.

The bustrackerSEStran web, mobile and app services are, however, also being used. They represent 15% of queries which is approximately 100,000 per month. SEStran will continue to promote these services to consumers as they do offer additional features and facilities which are not available within the TravelineScotland apps. For example, bus operators are already using the advanced bustrackerSEStran tools to notify passengers when the bus network, bus services or individual bus stops are affected by road-works, delays or diversions. The relevant information is given automatically to the traveller when they query the system.

SEStran digital signs are another major user of the bustrackerSEStran system. These were not within the scope of the core ERDF project(s) but build on that investment. The digital signing service is discussed further in Chapter 5.

3.2.2 **Enterprises Supported**

The targets were:

Table 3: Enterprises Supported

Type	Indicator	EL 0475		SB 0014		FI 0216		WL 0144		XB 0143	
		Target	Result	Target	Result	Target	Result	Target	Result	Target	Result
Output	Output Number of enterprises supported.	0	**1**	0	**1**	0	**2**	0	**2**	0	**1**

Stagecoach and First benefit in terms of improved network and fleet management, real-time passenger information and historic data analysis. The number of enterprises supported varies because individual bus operators do not run bus services across all the project areas.

First are now re-shaping their business practices to maximise the potential of the fleet management and voice communications tools within the bustrackerSEStran system. This includes creating a central control room to manage their regional transport operations.

3.2.3 E-Learning, Childcare, Community Facilities & Educational Access Projects

The targets were:

Table 4: E-Learning, Community & Educational Access Projects Supported

Type	Indicator	EL 0475		SB 0014		FI 0216		WL 0144		XB 0143	
		Target	Result	Target	Result	Target	Result	Target	Result	Target	Result
Output	Output Number of e-learning/childcare and other community facilities supported.	30	**48**	15	**57**	1	**236**	0	**78**	8	**21**
Output	Output Number of educational access projects supported. [3]	1	**1**	1	**3**	5	**11**		**2**	2	**3**

For the purpose of this study:

E-learning/childcare and community facilities   = No. of community / library facilities in each area.

Educational Access Projects Supported   = No. of FE college campuses in the area.

Please note, the "educational access" numbers are conservative as they exclude universities and all primary & secondary schools that are not officially identified as "community facilities". BustrackerSEStran will, of course, support access to these facilities as well.

Bustracker SEStran delivers accurate and robust live bus information to passengers across web, mobile and apps. The back office system can be used to analyse the live bus information requests received for specific bus stops throughout the region. To demonstrate the ERDF Priority 3 and 4 benefits, this section uses the statistical analysis tools to analyse live bus information requests for bus stops which are immediately adjacent to e-learning sites, community facilities and educational access projects. The results highlight specific examples and extrapolate the results across ERDF locations and the entire SEStran area.

3.2.3.1 East Lothian Learning Partnership (ELLP)

The table below summarises bustrackerSEStran usage adjacent to 14 ELLP centres.

Table 5: Live Bus Queries - East Lothian Learning Partnership

Name	Bus stop code	Month	Total Request Count
BRIDGE CENTRE - Haddington	Market Street (58235286)	est'd	24
BRIDGE CENTRE - Haddington	Golf Course (58232986)	est'd	24
BRIDGE CENTRE - Haddington	Tynebank (58234275)	est'd	24
ELPHINSTONE COMMUNITY CENTRE	not applicable - too remote		
Fisherrow Centre, Musselburgh	Brunton Theatre - Hayweights (58232782)	Feb-15	47
Fisherrow Centre, Musselburgh	Hayweights (58232759)	Feb-15	36
INTER.ESK INTERNET YOUTH CAFE, Musselburgh	Health Centre (58232783)	Feb-15	25
INTER.ESK INTERNET YOUTH CAFE, Musselburgh	Health Centre (58232758)	Feb-15	15
Longniddry Community Centre, Longniddry	Railway Station (58232438)	Feb-15	6
Longniddry Community Centre, Longniddry	Longniddry Inn (58232437)	Feb-15	5
Longniddry Community Centre, Longniddry	Longniddry Inn (58232436)	Feb-15	20
Longniddry Community Centre, Longniddry	Railway Station (58232439)	Feb-15	8
MUSSELBURGH EAST COMMUNITY LEARNING CENTRE	Moir Crescent (58232487)	Feb-15	5
MUSSELBURGH EAST COMMUNITY LEARNING CENTRE	Moir Crescent (58232489)	Feb-15	13
MUSSELBURGH EAST COMMUNITY LEARNING CENTRE	Levenhall Roundabout (58232453)	est'd	24
MUSSELBURGH EAST COMMUNITY LEARNING CENTRE	Delta Drive (58232456)	est'd	24
MUSSELBURGH EAST COMMUNITY LEARNING CENTRE	Delta Drive (58232457)	est'd	24
NORTH BERWICK COMMUNITY CENTRE	Bowling Green (58234527)	Feb-15	8
NORTH BERWICK COMMUNITY CENTRE	Dundas Avenue (58234535)	est'd	6
NORTH BERWICK COMMUNITY CENTRE	Dundas Avenue (58234523)	Feb-15	5
PENNYPIT CENTRE, Prestonpans	excluded - Lothian only		
PORT SETON COMMUNITY CENTRE, Port Seton	excluded - Lothian only		
prestonpans Community Centre, Prestonpans	Health Centre (58232497)	Feb-15	10
prestonpans Community Centre, Prestonpans	Health Centre (58232496)	Feb-15	22
prestonpans Community Centre, Prestonpans	Polworth Terrace (58232498)	est'd	16
prestonpans Community Centre, Prestonpans	Polworth Terrace (58232523)	est'd	16
RED SCHOOL YOUTH CENTRE, Prestonpans	excluded - Lothian only		
THE GATE HOUSE, Musselburgh	Rothesay Place (58232683)	Feb-15	2
THE GATE HOUSE, Musselburgh	Musselburgh Grammar School (58232685)	Feb-15	2
THE GATE HOUSE, Musselburgh	Rothesay Place (58232684)	Feb-15	3
WALLYFORD COMMUNITY CENTRE	Albert Place (58232475)	Feb-15	13
WALLYFORD COMMUNITY CENTRE	Albert Place (58234867)	Feb-15	3
WHITECRAIG COMMUNITY CENTRE, Whitecraig	Whitecraig Crescent (58232483)	Feb-15	3
WHITECRAIG COMMUNITY CENTRE, Whitecraig	Whitecraig Crescent (58232484)	Feb-15	5
Total Number of Live Bus ELLP Queries (per month)			438
Estimated ELLP Annual Total			5256
Number of ELLP Centres Served by BusTrackerSEStran *1			10
Total Number of ELLP Centres			14

*1 - Centres which are only served by Lothian Buses have been excluded as live bus information was already available for those services.

3.2.3.2 Queensferry Primary School Community Centre

The table below summarises bustrackerSEStran usage adjacent over a 5 day period Mon-Fri .

Table 6: Live Bus Queries - Queensferry Primary School

Bus stop code	Total Request Count	Period
Community Centre (36238275)	9	9th - 13th Feb 2015 Mon - Fri
Community Centre (36238276)	51	9th - 13th Feb 2015 Mon - Fri
Viewforth Place (36236937)	19	9th - 13th Feb 2015 Mon - Fri
Viewforth Place (36236936)	2425	9th - 13th Feb 2015 Mon - Fri
Total Queries	2504	
Estimated Annual Total	130208	
Adjusted Estimated Annual Total *	6760	

* Excludes very high value for Viewforth Place (36236396) and assumes 51/week .

The high level of use for Viewforth Place (36236936) suggests that a local user has created a personalised sign to query this specific stop using the tools available within the bustrackerSEStran system. The adjusted annual total reflects a more typical usage level.

3.2.3.3 Community Centres (Various Locations)

The table below summarises bustrackerSEStran usage at 4 community centres around the region. The sites were selected from bustrackerSEStran's database of over 10,000 active bus stops because they have the word "community" in the registered bus stop name. The totals are likely to underestimate butackerSEStran usage at these locations as there will often be other relevant stops in the vicinity of the community centres. Note – any "community" stops included in previous sections (e.g. East Lothian Learning Partnership) have been excluded from the table below.

Table 7: Live Bus Queries - Community Centres (Various Locations)

Location	Bus stop code	Period	Total Request Count
St Andrews, Fife	Community Hospital (34346283)	Feb-15	6
St Andrews, Fife	Community Hospital (34346276)	Feb-15	8
Kirkliston, West Lothian	Community Centre (36238243)	Feb-15	9
Kirkliston, West Lothian	Community Centre (36246296)	Feb-15	5
Seafield, West Lothian	Community Centre (95625382)	Feb-15	17
Seafield, West Lothian	Community Centre (95625384)	Feb-15	9
Aberlady, East Lothian	Community Hall (58232584)	Feb-15	5
Aberlady, East Lothian	Community Hall (58232583)	Feb-15	10
	Total		**69**
	Estimated Annual Total		**828**

The number of community centres across the SEStran area are summarised below.

Table 8: Community Centres by Area

Locations*	No.
ERDF Locations	
East Lothian	14
Fife	125
Scottish Borders	15
West Lothian	35
ERDF Sub Total	**189**
Other SEStran Locations	
Clackmannanshire	10
Edinburgh	49
Falkirk	21
Midlothian	13
Othe SEStran Sub Total	**93**
TOTAL	**282**

* - from local authority web sites

3.2.3.4 Libraries

Libraries are relevant to ERDF Priority 3 and 4 targets because they support both educational and employment services and provide free access to computers, broadband and learning resources. The following summary of Fife's "Ez Access" service illustrates the point:

> "Through our network of more than 240 computers, you can access free Internet, email and online learning. As well as internet and email you can access Microsoft Office software for word processing, spreadsheets, databases and presentation software."

Figure 4:Fife Council "Ez Access" Library Service

The contribution of libraries is also recognised by the Scottish Government, as shown by the following extract from the Scottish Government website (http://www.gov.scot/Topics/Education/skills-strategy/progress/sg/supportingindividuals/LibinScot):

> **How Scotland's libraries are helping implement the Skills Strategy**
>
> The services provided by public, academic, college and national libraries have a crucial role in learning and development in Scotland. Libraries are ideally placed to upskill those furthest from the labour market and play a major role in building vibrant communities. They also help sustain the entire lifelong learning sector by providing underpinning support and activities for both formal and informal learning, teachers, facilitators and learners alike.
>
> Far more people access learning through public libraries than any other part of the lifelong learning sector. There were 29 million visits to public libraries in Scotland in 2006/7 with a further 10.9 million visits online.

Figure 5: Scottish Govt - Libraries Statement

There are 397 libraries across the SEStran area, 157 within the ERDF target areas. This includes community libraries, archive libraries and university libraries. (Source: Scotland's Info). The distribution is summarised below.

Table 9: Libraries by Area

Area	Libraries
	No.
East Lothian	24
Fife	77
West Lothian	27
Scottish Borders	29
ERDF Sub Total	157
Clackmannanshire	11
Falkirk	20
Midlothian	27
City of Edinburgh	182
Grand Total	397

3.2.3.5 Colleges

There are 13 FE colleges and 31 campus locations throughout the region. These are listed below. Note – the numerous primary / secondary schools and universities are not considered in this report but these will also benefit from the bustrackerSEStran system.

Table 10: List of FE Colleges

Name	Area
Borders College - Galashiels Campus	Scottish Borders
Borders College - Hawick Campus	Scottish Borders
Borders College - Newtown St Boswells Campus	Scottish Borders
Edinburgh College of Art	Edinburgh
Edinburgh University Architecture Dept.	Edinburgh
Fife College - Cupar Campus	Fife
Fife College -Halbeath Campus	Fife
Fife College -Leven Campus	Fife
Fife College -Priory Campus	Fife
Fife College -Robert Purvis House	Fife
Fife College -Rosyth Campus	Fife
Fife College -St Brycedale Campus	Fife
Fife College -Stenton Campus	Fife
Forth Valley College - Falkirk Campus	Falkirk
Forth Valley College - Alloa Campus	Clackmannanshire
Roslin Institute -Easter Bush EH25 9RG	Midlothian
St Andrew's College	Fife
St Leonards Sixth Form College, St Andrews	Fife
West Lothian College	West Lothian
Newbattle Abbey College Midlothian	Midlothian
Queen Margaret College	East Lothian
Scottish Agricultural College - Elmwood campus, Fife	Fife
Scottish Agricultural College - Edinburgh campus	Edinburgh
Scottish Agricultural College - Oatridge campus, West Lothian	West Lothian
Edinburgh College - Granton	Edinburgh
Edinburgh College - Milton Road	Edinburgh
Edinburgh College - Midlothian	Midlothian
Edinburgh College - Sighthill	Edinburgh
Total Number of Colleges	**13**
Total Number of Campus Locations	**28**

The number of sites in each local authority area is tabulated below.

Table 11: Campus Locations by Authority

Loca Authority	ERDF Funded	No. of Campus Locations
West Lothian	y	2
Fife	y	11
East Lothian	y	1
Scottish Borders	y	3
Edinburgh		7
Midlothian		3
Falkirk		1
Clackmannanshire		1
Total		29
ERDF Funded Total		17

The table below summarises bustrackerSEStran usage at 2 colleges in the region. Current usage levels are low but there is considerable potential to increase this over time. Borders College have already expressed an interest in the SEStran digital signage project which would permanently display live bus information on screens within the college buildings. If implemented, this will also increase awareness and use of the mobile and app services.

Table 12: Live Bus Queries - Colleges (Various)

Location	Bus stop code	Month	Total Request Count
Glenrothes College	Auchmuty Road (34329252)	Feb-15	4
Glenrothes College	Glenrothes Queensway (34329262)	Feb-15	5
Glenrothes College	Glenrothes Queensway (34329265)	Feb-15	13
Glenrothes College	GLENROTHES MORRISONS (34329273)	Feb-15	18
Glenrothes College	Sub Total		40
Borders College, Melrose	Borders General Hospital (72723736)	Feb-15	24
Borders College, Melrose	Borders College (72723945)	Feb-15	2
Borders College, Melrose	Heriot Watt Car Park (72723925)	Feb-15	1
Borders College, Melrose	Sub Total		27
	Total		67
	Estimated Annual Total		804

3.2.3.6 Job Centres – Various Locations

BustrackerSEStran also supports and enhances public transport access to job centres. The table below summarises bustrackerSEStran usage at a sample of 6 job centres across the region.

Table 13: Live Bus Queries - Job Centres (Various Locations)

Job Centre Location	Bus stop code	Month	Total Request Count
Penicuik	Town Centre (64329264)	Feb-15	24
Penicuik	Wilson Street (64324378)	Feb-15	6
Penicuik	Wilson Street (64324376)	Feb-15	10
Penicuik	Town Centre (64324374)	Feb-15	48
Penicuik	Lambs Pend (64324324)	Feb-15	11
Penicuik	Lambs Pend (64324325)	Feb-15	66
Penicuik	**Sub Total**		**165**
Hawick	Trinity Street (72723252)	Feb-15	2
Hawick	Trinity Street (72723253)	Feb-15	3
Hawick	Horse (72798985)	Feb-15	17
Hawick	**Sub Total**		**22**
Falkirk	Falkirk Asda (32524928)	Feb-15	49
Falkirk	Falkirk Asda (32524979)	Feb-15	27
Falkirk	Wellside Place (32525684)	Feb-15	13
Falkirk	Falkirk Asda (32525267)	Feb-15	43
Falkirk	**Sub Total**		**132**
Musselburgh	Tesco (58232784)	Feb-15	5
Musselburgh	Tesco (58234763)	Feb-15	4
Musselburgh	**Sub Total**		**9**
Wester Hailes	Westside Plaza (36247454)	Feb-15	14
Wester Hailes	Westside Plaza (36237479)	Feb-15	26
Wester Hailes	**Sub Total**		**40**
Cowdenbeath	Cowdenbeath Railway Bridge (34325868)	Feb-15	57
Cowdenbeath	Cowdenbeath Hill Street (34325927)	Feb-15	10
Cowdenbeath	Cowdenbeath Hill Street (34325923)	Feb-15	9
Cowdenbeath	Cowdenbeath Burgh Road (34325938)	Feb-15	49
Cowdenbeath	Cowdenbeath Burgh Road (34325964)	Feb-15	49
Cowdenbeath	Cowdenbeath Railway Bridge (34325895)	Feb-15	48
Cowdenbeath	**Sub Total**		**222**
	Total		**590**
	Estimated Annual Total		**7080**

There are a total of 28 JobCentre Plus locations across the SEStran area, 14 within the scope of ERDF.

Table 14: JobCentre Plus Locations by Area

Location	No.
ERDF Locations	
East Lothian	3
Fife	7
Scottish Borders	1
West Lothian	3
ERDF Sub-Total	**14**
Other SEStran Locations	
City of Edinburgh	10
Clackmannanshire	1
Falkirk	1
Midlothian	2
Other Locations Sub-Total	**14**
Total	**28**

3.2.3.7 Livingston Retail Centre, West Lothian

The table below summarises bustrackerSEStran usage in the vicinity of the Livingston Retail Centre which also includes a job centre. This illustrates the wider support offered by the bustrackerSEStran system. It benefits those already in employment travelling to and from work as well as customers wishing to access goods and services from local centres.

Table 15: Live Bus Queries - Livingston Retail Centre (incl job centre)

Bus stop	Month	Total Request Count
The Centre (95625258)	Feb-15	40
Bus Terminal (95624649)	Feb-15	196
Bus Terminal (95624648)	Feb-15	80
Bus Terminal (95624647)	Feb-15	43
Bus Terminal (95624646)	Feb-15	116
Bank of Scotland (95624645)	Feb-15	89
Bank of Scotland (95624643)	Feb-15	57
Bus Terminal (95624654)	Feb-15	251
Bus Terminal (95624653)	Feb-15	152
Travelodge (95623876)	Feb-15	4
Asda (95623476)	Feb-15	61
Campus Roundabout (95624686)	Feb-15	4
Campus Roundabout (95624683)	Feb-15	4
Lime Kiln (95624726)	Feb-15	8
The Centre (95623234)	Feb-15	37
Lime Kiln (95624727)	Feb-15	11
Alderstone Business Park (95625283)	Feb-15	3
Total		**1156**
Estimated Annual Total		**13872**

3.2.3.8 Council Offices

Council offices are also considered relevant to ERDF Priority 3 & 4 targets as they often include customer facing service centres offering providing advice and support across a wider range of issues including education, training, business enterprise, access to childcare and support services etc.

The table below summarises bustrackerSEStran usage at stops in the immediate vicinity of a specific council office.

Table 16: Live Bus Queries - Council Offices

Location	Bus stop code	Total Request Count
East Lothian Council, Haddington	Corn Exchange (58232975)	16
East Lothian Council, Haddington	Police Station (58232897)	128
	Total	**144**
	Estimated Annual Total	**1728**

There are many council offices and customer service centres in each local authority area. The table below provides a conservative estimate of numbers.

Table 17: Council offices by Area

Location*	No.
ERDF Locations	
East Lothian	6
Fife	23
Scottish Borders	11
West Lothian	11
ERDF Sub Total	51
Other SEStran Locations	
Clackmannanshire	10
Edinburgh	8
Falkirk	9
Midlothian	3
Other Sestran Sub Total	30
Total	81

* Conservative figures taken from Council web sites.

3.2.3.9 Business Enterprise Centres

Business enterprise is an important ERDF target area. Government funded business enterprise centre locations are tabulated below. There are 10 within the ERDF area.

Table 18: Businsess Enterprise Centres by Area

Location	No
ERDF Related Locations	
Scottish Enterprise Regional Offices	
Edinburgh	1
Glenrothes*	-
Selkirk*	-
Business Gateway Centres	
East Lothian	2
Fife	4
Scottish Borders	1
West Lothian	2
ERDF Sub Total	10
Other SEStran Locations	
Clackmannanshire	1
Edinburgh	1
Falkirk	1
Midlothian	1
Other Locations Sub Total	4
Total	14

* - centres shared with Business Gateway

3.2.3.10 Summary of Current BusTrackerSEStran Usage

The table below summarises the number of community facilities benefiting from bustrackerSEStran in each ERDF area. and usage levels across the various categories.

Table 19: E-Learning & Community Facilities Summary

E-Learning & Community Facilities Summary					
Facility	East Lothian	Scottish Borders	Fife	West Lothian	X-Border
Community Centres	14	15	125	35	14
Libraries	24	29	77	27	3
Job CentrePlus	2	1	7	3	1
Council Offices	6	11	23	11	3
Business Enterprise Centres	2	1	4	2	0
Totals	48	57	236	78	21

The table below summarises the number of bustrackerSEStran real-time bus queries by facility type.

Table 20: Live Bus Queries - Category Summary

Facility	Facilities Supported	Estimated No of Live Bus Queries
	No.	No/pa
East Lothian Learning Partnership	10	5256
Community Centres*	5	6760
Job Centres	6	7080
Retail Centres (incl employment services etc)	1	13872
Colleges	2	804
Council Offices	1	1728
Total	25	35500
Average		1420

* - assumes adjusted total for Queensferry Community Centre, excluding outlying value.

The figures above demonstrate that bustrackerSEStran is delivering valuable, live bus information in the specific areas targeted by ERDF Priority 3 and 4 initiatives.

The above figures are, of course, based on a relatively small sample of 25 facilities. The table below summarises total bustrackerSEStran usage across both the ERDF and wider SEStran areas.

Table 21: BustrackerSEStran Usage (ERDF / SEStran wide)

Facility	Est. Query Rate	ERDF Facilities Supported	Est. ERDF Live Bus Queries	SEStran Facilities Supported	Est. SEStran Live Bus Queries
	No / pa	No.	No/pa	No.	No/pa
Learning Partnerships*	1420	-	-	-	-
Job Centres**	1420	14	19880	28	39760
Community Centres	1420	189	268380	93	132060
FE Colleges	1420	17	24140	29	41180
Libraries	1420	157	222940	397	563740
Business Enterprise Centres	1420	10	14200	14	19880
Council Offices	1420	51	72420	81	115020
Total		**438**	**621960**	**642**	**911640**
* Excluded - generally share college / community facilities					
** Excludes private agencies.					

To conclude:

- bustrackerSEStran responds to 8.8 million real-time information requests per annum

- of those, over 620,000 queries/annum relate to community, education and enterprise activity in the ERDF areas

- this demonstrates that bustrackerSEStran is supporting ERDF Priority 3 and 4 targets

- The SEStran-wide figures demonstrate the system is supporting access to education, employment and enterprise initiatives across the whole SEStran area – adding value to ERDF investment

Finally, with overall usage levels exceeding 700,000 queries per month, bustrackerSEStran is clearly improving and promoting public transport for all users and all journeys. ERDF investment is therefore enhancing a key supporting service identified in both Priority 3 & 4 policies and strategies.

3.2.4 Transport Projects Supported

The targets were:

Table 22: Transport Projects Supported

Type	Indicator	EL 0475		SB 0014		FI 0216		WL 0144		XB 0143	
		Target	Result	Target	Result	Target	Result	Target	Result	Target	Result
Output	Output Number of local transport projects supported.	2	**1**	2	**3**	3	**2**	8	**1**	2	**2**

BustrackerSEStran has supported the following local transport projects within the scope of ERDF funding:

Specific to East Lothian: (1 project)

East Lothian already had numerous electronic at stop signs installed under the City of Edinburgh / Lothian Buses BusTracker project. BustrackerSEStran live bus information is now available on these screens via the system interface created by SEStran. This supports the City of Edinburgh Council's BusTracker project and adds value for public transport users in East Lothian.

Specific to Scottish Borders: (3 projects)

Signs erected at Galashiels interchange will support Borders Railway project when this opens. Further signs have been installed at hubs in Hawick and Selkirk to enhance the quality of public transport in both cases.

Specific to Fife: (2 projects)

There is agreement, in principle, to supply real time passenger information to two P&R sites at Halbeath and Ferrytoll.

Specific to West Lothian (1 project)

BusTrackerSEStran electronic signs will provide live bus information at the Livingstone bus interchange.

Cross Boundary (2 Projects)

Over 200 bus services/routes are supported within the system, in total covering all 5 areas. Cross boundary services are tracked and provide live bus information along the full length of their route. As a result, seamless information is available for passengers travelling to / from neighbouring areas and cities including Dumfriesshire, Cumbria, Glasgow, Perth, Dundee etc.

3.2.5   New Marketing Initiatives

The targets were:

Table 23: Marketing Initiatives

Type	Indicator	EL 0475		SB 0014		FI 0216		WL 0144		XB 0143	
		Target	Result	Target	Result	Target	Result	Target	Result	Target	Result
Result	Result Number of new marketing initiatives.	5	7	5	7	30	7		7	4	7

SEStran and operators engaged in the following marketing activities:

- A formal launch of the bustrackerSEStran system attended by the Transport Minister
- RTPI website
- RTPI mobile apps (two – iOS and Android)
- Radio campaign
- Twitter
- On-bus literature

- A targeted launch of the new BusTrackerSEStran digital signing service attended by 80 representatives of public sector bodies including libraries and museums, tourism, local authorities, education providers etc.

Further details and examples are included in Appendix A.

3.2.6 Enterprises Introducing New Supply & Production Processes

The targets were:

Table 24: New Supply & Production Processes

Type	Indicator	EL 0475		SB 0014		FI 0216		WL 0144		XB 0143	
		Target	Result	Target	Result	Target	Result	Target	Result	Target	Result
Result	Result Number of enterprises introducing new supply and production processes.	3	**1**	3	**1**	0	**4**	0	**1**	2	**1**

To maximise the benefits of the bustrackerSEStran system, First have introduced new, regional service management procedures across their operational areas in East Lothian, Scottish Borders and West Lothian. This also includes cross boundary services.

Stagecoach has made similar changes, introducing new bus service management procedures at a local level within 4 Fife bus depots.

3.2.7 Enterprises Benefitting from Supported Facilities

The targets were:

Table 25: Supported Facilities

Type	Indicator	EL 0475		SB 0014		FI 0216		WL 0144		XB 0143	
		Target	Result	Target	Result	Target	Result	Target	Result	Target	Result
Result	Result Number of enterprises benefiting from supported facilities.	50	**2600**	50	**4523**	50	**7184**	0	**3793**	20	**330**

BusTrackerSEStran supports the public transport network across the SEStran area. SME's which are accessible from the bus network can therefore benefit from the system. The table below summarises the

number of "accessible" SME's within the ERDF and SEStran areas. "Accessible" is defined as being within 400 metres of a bus stop.

Table 26: SME's & Employment by Area

SME's & Employment by Local Authority Area**						
	Total		**0 - 49 employees**		**50 - 249 employees**	
Local Authority	**Number of enterprises**	**Total SEStran employment**	**Number of enterprises**	**Total SEStran employment**	**Number of enterprises**	**Total SEStran employment**
Clackmannanshire	1,115	5,900	1,080	4,660	35	1,240
East Lothian	2,955	14,740	2,885	11,950	70	2,790
Edinburgh, City of	16,875	94,610	16,145	66,640	730	27,970
Falkirk	3,675	21,550	3,505	14,420	170	7,130
Fife	8,880	49,830	8,635	37,510	245	12,320
Midlothian	2,170	12,500	2,095	9,860	75	2,640
Scottish Borders, The	5,140	26,080	5,025	20,220	115	5,860
West Lothian	4,310	27,040	4,095	17,810	215	9,230
SEStran SME Totals	**45,120**	**252,250**	**43,465**	**183,070**	**1,655**	**69,180**
ERDF SME Totals	**21,285**	**117,690**	**20,640**	**87,490**	**645**	**30,200**
%age of SEStran SME's within 400m of bus network*	**93%**					
%age of ERDF area SME's within 400m of bus network*	**88%**					
SME's Benefitting from Service	**41,962**					
SME's Benefitting from Service	**18,731**					
* - %ages derived from GIS analysis of SEStran business data.						
** - data from Scottish Government "Business in Scotland" Table 5 SIC 2007 statistics						

The results show that **18,731** SME's in ERDF areas benefit from the bustrackerSEStran system which provides live bus information for both customers and employees and supports green travel planning initiatives. This is the reported ERDF SME "benefits" figure. Figures for each ERDF area are tabulated below.

Table 27: Accessible SME's & Employment within ERDF Areas

Accessible SME's & Employment within ERDF Area**						
	Total		**0 - 49 employees**		**50 - 249 employees**	
Local Authority	**Number of enterprises**	**Total SEStran employment**	**Number of enterprises**	**Total SEStran employment**	**Number of enterprises**	**Total SEStran employment**
East Lothian	2,600	12,971	2,539	10,516	62	2,455
Fife	7,814	43,850	7,599	33,009	216	10,842
Scottish Borders, The	4,523	22,950	4,422	17,794	101	5,157
West Lothian	3,793	23,795	3,604	15,673	189	8,122
ERDF Accessible SME Totals	**18,731**	**103,567**	**18,163**	**76,991**	**568**	**26,576**
* - %ages derived from GIS analysis of SEStran business data.						
** - data from Scottish Government "Business in Scotland" Table 5 SIC 2007 statistics						
- based on 88% bus network accessibility rate for SME's in ERDF areas						

For the cross boundary (XB) project, 330 SME's were identified within 400 metres of cross boundary service bus stops serving 4 key locations: Langhom, Canonbie, Moffat and Dumfries. Note SME's within the SEStran area were excluded from the XB numbers to avoid double counting.

An alternative approach when considering the SME benefits is to focus only on employees. Scottish Government figures indicate that 10% of employees travel to work by bus. On the basis of the above figures, approximately 5,000 existing employees, and up to 5,000 SME's, benefit from the bustrackerSEStran system across the 4 ERDF areas if only employee benefits are considered.

In addition to the above, SEStran has commenced a trial to install 30 digital screens in SME premises offering live bus times and bespoke, business specific information to customers and staff. The trial is supported by Scottish Enterprise. If successful, a major expansion is planned.

To conclude, irrespective of the appraisal method chosen, bustrackerSEStran has a significant, positive impact on SME's across both the ERDF Priority target areas and the wider SEStran region.

3.2.8 Number of Gross Jobs Created

The targets were:

Table 28: Jobs Created

Type	Indicator	EL 0475		SB 0014		FI 0216		WL 0144		XB 0143	
		Target	Result	Target	Result	Target	Result	Target	Result	Target	Result
Result	Result Number of gross jobs created. [11]	2	2	2	2	2	2	0		1	1

In addition to the creation of new jobs, jobs in the organisations involved have been supported by the project and will continue to be employed to maintain the service. Directly involved organisations include SEStran, Ineo Sytrans, White Young Green, First Scotland East, Stagecoach, Bridge Systems, AES, and Mobius Networks Ltd.

In total the project supports 7 full time equivalent (FTE) posts. The requirements are summarised below:

Bus operators (2 FTE) - each requires 1 full time equivalent (fte) to maintain and operate the system
SEStran (2 FTE) - to manage and run the system.

Main system provider / specialist sub contractors (2 FTE) – for regular input & support of the system

SEStran Digital Signs (1 FTE) – to support a new venture to display live bus information and advertising on screens in public and private premises. It is currently being trialled with Transport Scotland and Scottish Enterprise support. It has the potential to create significantly more jobs in the future to administer and market the system.

4   Project Amendments

BustrackerSEStran is a complex public transport ITS system involving numerous public and private sector partners. Project amendments have been triggered by 3 key issues:

- Changes in the requirements and/or aspirations of project partners
- Unforeseen technical issues
- Developments in the wider delivery of telecommunications and information services, specifically the uptake of mobile and app services

Throughout the project, the guiding principle has been to:

- maximise coverage of the bus network (i.e. the number of buses equipped), and
- maximise access to the live bus information

4.1   Technical Issues

The initial project plan included a large number of on-street electronic signs. This assumed that low-cost solar &/or wind powered sustainable signs would be available during the lifetime of the project. This proved not to be the case. The capital cost of sustainable signs remained prohibitively expensive. There was also increasing concern about installation and ongoing revenue costs which would be borne by local authority partners in a particularly difficult economic climate. In addition, as the project progressed it became clear that the general public were embracing mobile phone and app based information services in ever increasing numbers.

The information strategy therefore changed to focus on enhanced web and mobile based services which could maximise the availability and accessibility of live bus information. This also led to the development and testing of SEStran's digital signing strategy. This has since secured £0.5m support from Transport Scotland's Bus Investment Fund. (See section 5).

The original sustainable signs budget was used to enhance web and mobile information, develop and test the innovative digital signing service and maximise network coverage through the number of equipped buses.

5 ERDF Legacy

ERDF funding has contributed to the successful delivery of bustrackerSEStran - a complex, multi-stakeholder ITS project which has met its core Priority 3 and 4 objectives. The success and quality of the project has also been recognised at a national level, winning the prestigious **UK Bus "Local Authority Project of the Year Award"** in 2014.

BustrackerSEStran is now delivering high quality live bus information services across the ERDF target areas of East Lothian, Scottish Borders, Fife and East Lothian and will continue to do so for many years to come, adjusting seamlessly to reflect ongoing changes in the underlying bus network.

It is increasing the quality, safety and accessibility of the public transport network, identified as a key supporting service under both ERDF Priority 3 and 4. The system is already receiving over 600,000 live bus queries per annum for stops in the immediate vicinity of ERDF target locations including learning partnerships, FE colleges, community centres, libraries and job centres. Usage levels will continue to grow.

ERDF funding has therefore been a demonstrable success within the target areas.

However, ERDF support has delivered much more and leaves the following legacy.

Ongoing Service Delivery

BusTrackerSEStran does not cease with the end of the ERDF project. The funding has established a sustainable ITS platform which can run for a further 10 – 15 years. During the lifetime of the project, SEStran has established formal agreements with partners to support ongoing system maintenance and administration but ERDF's financial support was crucial during the delivery and early operation of the system, effectively pump-priming the project to secure a long-term future.

Regional Live Bus Information

ERDF funding has contributed to a major, sustainable transport information system which serves the entire SEStran area covering 3000 square miles and 28% of Scotland's population. In fact, the system is not limited by regional boundaries and will provide the travelling public with accurate live bus information along the entire length of any SEStran bus route whether it starts or ends in Carlisle, Dumfries, Glasgow or Dundee.
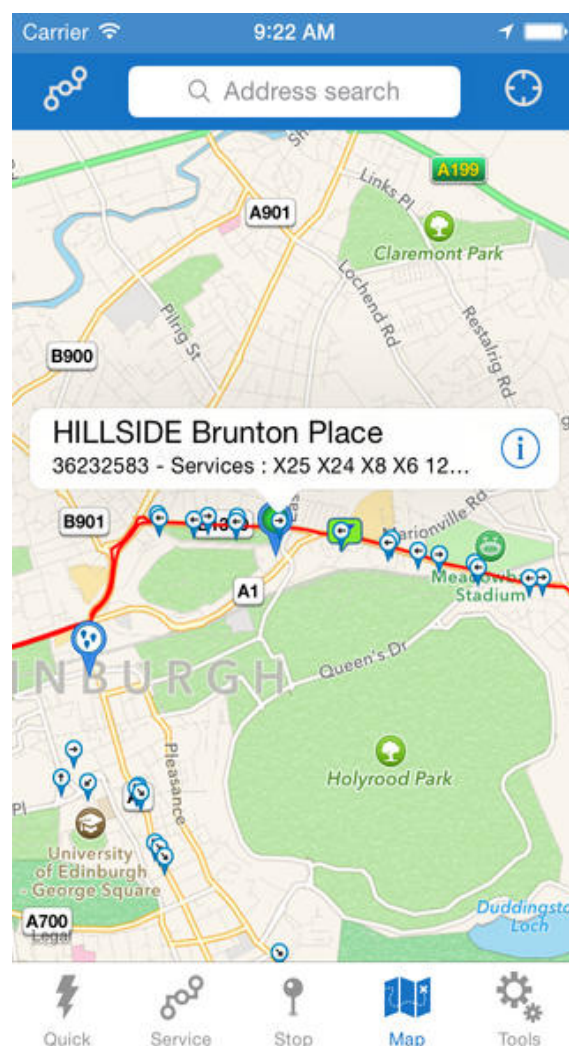
Adding Value to Other National & Local Projects

BustrackerSEStran provides live bus information to:

- TravelineScotland's national web and mobile public transport information services, and

- City of Edinburgh's electronic BusTracker signs at over 400 on-street stops throughout the city, East Lothian and Midlothian.

More Efficient Management of Bus Services

Bus operator partners are only just beginning to understand and realise the full potential of the voice communications, real-time fleet management functions and back office statistical analysis tools available within the bustrackerSEStran system. This will enhance the quality and reliability of bus services over time.

Increased Safety

BustrackerSEStran increases the safety of both drivers and passengers Live bus information means passengers can minimise their wait time at the bus stop, particularly beneficial for lone travellers at isolated locations. Once on board, drivers and passengers both benefit from the tracking, voice communications and security alarms embedded within the system.
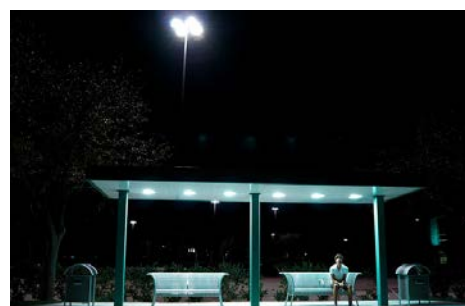
SEStran Digital Signage Initiative

This is an exciting development which builds on the foundations laid with ERDF investment. SEStran can now offer public and private sector partners digital screens in business premises and public buildings. The bespoke signs carry the client's branding and logos and show live bus times for nearby stops alongside information relevant to the client's customers. The screens can also provide rail information when appropriate. The digital screens initiative has secured Transport Scotland and Scottish Enterprise funding for initial roll-out in public and private sector premises respectively. The target is to have over 400 screens installed within 12

months. The screens will ultimately provide a revenue stream to support the ongoing operation and expansion of the bustrackerSEStran system.

5.1　Conclusion

BusTrackerSEStran has been an extremely successful ERDF Priority 3 and 4 project which has met its targets and will leave a valuable legacy which increases the quality and accessibility of the public transport network across an extensive operational area.

Appendix 3: "BIF 3" Progress

Client - Locations	Area	Number of installations	Status
Edinburgh Theatres – Festival Theatre and Kings Theatre	Edinburgh	2	Installed
Galashiels Interchange	Scottish Borders	9	Kit Delivered
Borders College	Scottish Borders	2	In Preparation for Installation
Borders Railway – Stow and Tweedbank stations	Scottish Borders	2	In Preparation for Installation
Forth Valley Hospital	Falkirk	2	Kit Delivered
Edinburgh College	Edinburgh	4	Installed
East Lothian Council – Brunton Hall and Tranent Library	East Lothian	2	Installed
Central Library	Edinburgh	1	Installed
Edinburgh Council – City Chambers and Wester Hailes Healthy Living Centre	Edinburgh	2	In Preparation for Installation
Falkirk Wheel	Falkirk	1	In Preparation for Installation
Falkirk Community Trust – Falkirk Library	Falkirk	1	Kit Delivered
Scotrail Abellio – Variety of locations	Various	20+	In Preparation for Installation
Queen Margaret University	East Lothian	3	In Preparation for Installation
Forth Valley College	Falkirk	3	In Preparation for Installation
Fife Cultural Trust	Fife	unknown	In Discussions
National Library of Scotland	Edinburgh	1	Installed
West Lothian Council – 13 sites	West Lothian	15	In Discussions
Enjoy Leisure – 6 Leisure Centres	East Lothian	6	In Preparation for Installation
NHS – St John's Hospital, Western General, Midlothian Community Hospital, Liberton, Comely Bank Centre.	Various	5	In Discussions
Herriot Watt Borders Campus	Scottish Borders	1	In Preparation for Installation
Borders General Hospital	Scottish Borders	1	In Preparation for Installation
Scottish Seabird Centre	East Lothian	1	In Discussions
Mulraney – Sports Centre and Leisure Bowl Alloa	Clackmannanshire	3	In Discussions

| Client - Locations	Area	Number of installations	Status
Howden Medical Centre	West Lothian	1	In Discussions
Transport Scotland – Victoria Quay	Edinburgh	1	In Discussions
Total Number of Current and Agreed Installations:		**89**	

DRAFT 26 AUG 2015

SOUTH TAY BUS PARK & RIDE PROJECT

1. BACKGROUND

1.1 The last report on this project was presented to the Board on 26th September 2014 when the Board agreed that SEStran should procure the 'Landfall' site (outlined in the plan below) at a purchase cost of around £13,000 and proceed with detailed planning permission.

1.2 The Board was advised that the 'offer of sale' stipulated that the sale could only take place after planning permission had been obtained.
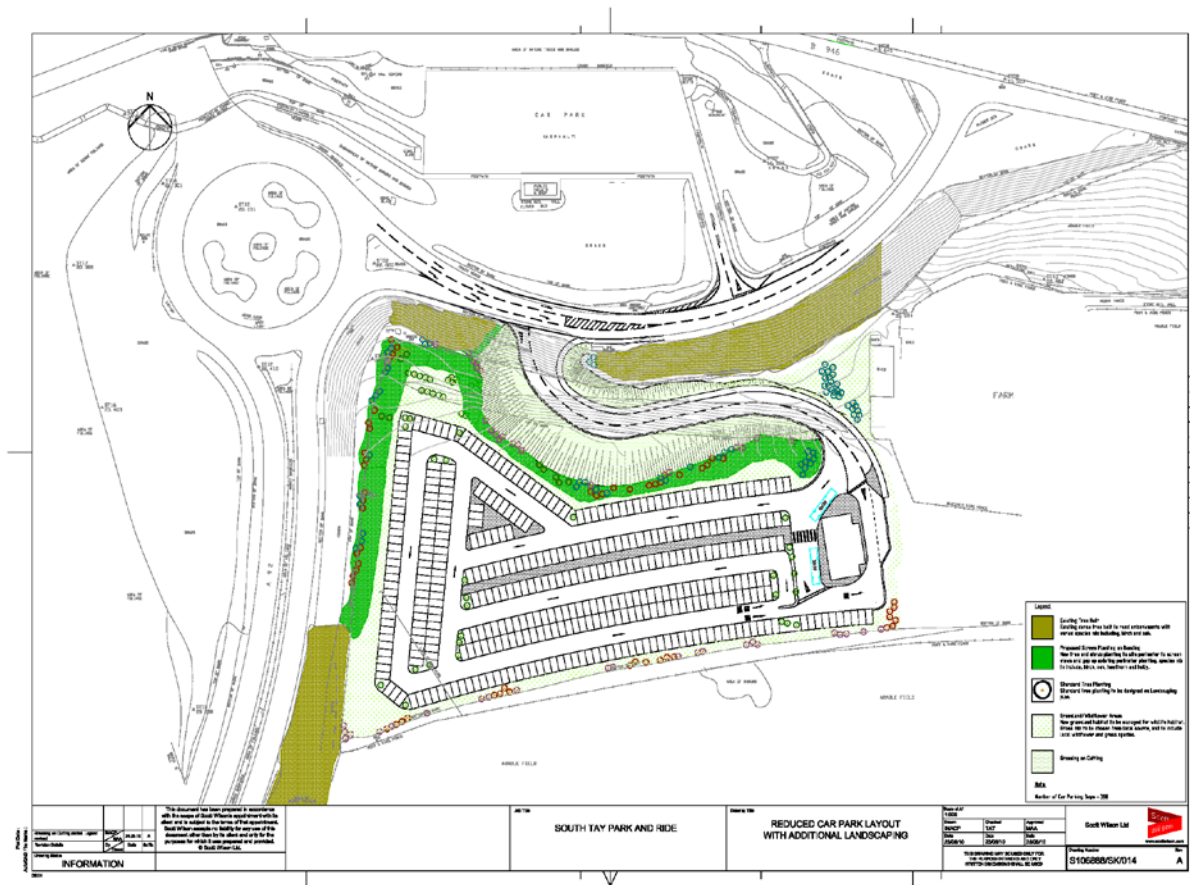
2 CURRENT POSITION

2.1 Several meetings of the Steering Group, consisting of Transport Scotland, SEStran, Tactran, Fife Council and Dundee City Council have taken place over the past year. It is now considered that the best way to deliver the project would be through a 'Design and Build' process where it would be the responsibility of the successful contractor to obtain planning permission.

2.2 This should ensure that the most cost-efficient design will be developed and there will be less risk of conflicts between the relevant parties involved. A design and build process would also mean that a lesser proportion of the total

cost will be spent at an early stage of the development. As it is unlikely that any significant funding can be found by the client group in this or the next financial year, the development should therefore be able to be progressed at an earlier stage under a design and build process. It should be noted that this process has been successfully used for many of the existing Park & Ride facilities around Edinburgh.

2.3 A design and build process would however require that the land is procured prior to planning permission, so consequently further discussions have taken place with the Tay Bridge joint Board. This has established that, according to the new Land Reform Act, the Bridge Board could not impose a legal requirement on SEStran that the land could only be used as a Park & Ride facility. The Board would therefore most likely be unwilling to consider an outright sale - unless dependent on planning permission having been obtained prior to the sale.

2.4 The Bridge Board would however most likely be willing to grant SEStran a 99 year lease on the site (at around the same cost as the original procurement cost) with a stipulation that it can only be used as a Park & Ride facility.

2.5 The purchase of the lease (excluding the token annual rent) will be covered by the 2015/16 SEStran budget.

3   RECOMMENDATION

3.1 The Board is asked to note the report and to agree that SEStran should negotiate with then Tay Road Bridge Joint Board in order to obtain a 99 year lease of the 'Landfall' site and proceed with a Design and Build process for developing the Park & Ride facility.

Trond Haugen
Advisor to SEStran
8 September 2015

Policy Implications	In line with SEStran's RTS
Financial Implications	£13,000 is allocated from the 2015/16 budget
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None

Public Services Reform (Scotland) Act 2010

1. Background

1.1 The Scottish Regional Transport Partnerships have been included in the schedule of the Public Services Reform (Scotland) Act 2010. The act requires annual publication of certain information and this report advises the Board of the information to be published.

2 Introduction

2.1 Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 ("the Act") impose duties on the Scottish Government and listed public bodies to publish information on expenditure and certain other matters as soon as is reasonably practicable after the end of each financial year. These duties came into force on 1October 2010 by virtue of The Public Services Reform (Scotland) Act 2010 (Commencement No.2) Order 2010 (S8I 2010 No 321).

2.2 Sections 31(7) and 32(2) of the Act provide that listed public bodies must have regard to any guidance issued by the Scottish Ministers about the duties imposed by these sections. Guidance designed to assist public bodies in giving effect to these statutory duties and to promote consistency between bodies in the way in which they give effect to these duties was laid before Parliament as required by the Act and this guidance has been followed in preparing the information for publication.

3 Data to be Published

3.1 Section 31(1) and (2) require public bodies to publish as soon as is reasonably practicable after the end of each financial year a statement of any expenditure they have incurred during that financial year on or in connection with the following matters:

- Public relations;
- Overseas travel;
- Hospitality and entertainment;
- External consultancy;
- Payments with a value in excess of £25,000
- Members or employees who received remuneration in excess of £150,000

3.2 Sustainable economic growth

    3.2.1 Section 32(1)(a) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during that financial year to promote and increase sustainable growth through the exercise of its functions. Since this requires the publication of a statement it is not sufficient simply to refer to other published material such as the Annual Report.

3.3 Efficiency, Effectiveness and Economy

    3.3.1 Section 32(1)(b) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during that financial year to improve efficiency, effectiveness and economy in the exercise of its functions. Again this requires the publication of a free standing statement and it is not sufficient simply to refer to other published material such as the Annual Report.

    3.3.2 The Scottish Government has published guidance on the definition of efficiencies and this has been followed.

3.4 The data as described in sections 3.1 to 3.3 of this report is included in Appendices 1, 2 and 3 of this report and will be published on the SEStran web site in accordance with the requirements of the Act.

4 Recommendation

    4.1 The board is asked to note the content of the material for publication under the Public Services Reform (Scotland) Act 2010 and detailed in Appendices 1, 2 and 3 of this report and to note that it will be published on the SEStran web site.

Alex Macaulay
Partnership Director
16th September 2015

Appendix 1 – Public Services Reform (Scotland) Act 2010 Schedule of Expenditure
Appendix 2 - Public Services Reform (Scotland) Act 2010 Statement on Sustainable Economic Growth
Appendix 3 - Public Services Reform (Scotland) Act 2010 Statement of Efficiency, Effectiveness and Economy

Policy Implications	None
Financial Implications	None
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None

SESTRAN
Public Services Reform (Scotland) Act 2010 Information
Year ended 31st March 2015

1) **Public Relations**

Supplier	External costs - invoiced (net)	Internal Staff Costs	Supplier Total	Comments
In-House Communications		£46,111	£46,111	Timesheet should give recharges to EU funded projects
Adcentiv Media & Signage	£135		£135	
Bauer Radio Ltd	£1,285		£1,285	
Bauer Radio Ltd	£200		£200	
Bauer Radio Ltd	£215		£215	
Bauer Radio Ltd	£1,050		£1,050	100% funded by ERDF
Bauer Radio Ltd	£2,602		£2,602	100% funded by BIF
Bauer Radio Ltd	£3,223		£3,223	
Bauer Radio Ltd	£2,148		£2,148	100% funded by BIF
Bauer Radio Ltd - Promotion	£199		£199	100% funded by BIF
Cycling Scotland	£100		£100	
Distinctive Publishing Ltd	£400		£400	
Distinctive Publishing Ltd	£400		£400	70% funded by ERDF
Edinburgh Festival of Cycling	£500		£500	
Galashiels Community Council	£4,000		£4,000	
HIBU (UK) Ltd	£62		£62	
Hillside Outside Ltd	£1,000		£1,000	
Holyrood Communications Ltd	£680		£680	
Johnston Publishing	£759		£759	
Kingdom FM	£680		£680	
Kingdom FM	£1,290		£1,290	
Liftshare	£6,000		£6,000	50% funded by ERDF
Links Design Ltd	£1,408		£1,408	100% funded by ERDF
Links Design Ltd	£172		£172	
Links Design Ltd	£200		£200	100% funded by BIF
Links Design Ltd	£2,361		£2,361	100% funded by BIF
Links Design Ltd	£238		£238	100% funded by BIF
Links Design Ltd	£475		£475	
Links Design Ltd	£1,807		£1,807	70% funded by ERDF
Links Design Ltd	£1,000		£1,000	
Links Design Ltd	£40		£40	100% funded by BIF
Links Design Ltd	£40		£40	100% funded by BIF
Mackay Hannah Ltd	£500		£500	
Moira Dempster	£150		£150	
Prentice Events	£4,200		£4,200	
The Jedburgh and Denholm Walking Festival Group	£4,000		£4,000	
Yell Ltd	£1,075		£1,075	100% funded by BIF
Total	**£44,594**	**£0**	**£44,594**	

2) Overseas Travel

Reason	Origin / Destination	Travel Costs	Subsistence	Accomodation	Total (net)	Comments
CHUMS	Edinburgh - Paris CDG - Bucharest	£308			£308	70% funded by ERDF
CHUMS	Edinburgh - Paris CDG - Bucharest	£308			£308	70% funded by ERDF
Foodport	Edinburgh - Brussels	£329			£329	50% funded by ERDF
Foodport	Brussels - Edinburgh	£325			£325	50% funded by ERDF
Foodport	Brugge		£19		£19	50% funded by ERDF
Foodport	Brussels	£43			£43	50% funded by ERDF
Foodport	Brussels	£34			£34	50% funded by ERDF
Foodport	Brussels		£59		£59	50% funded by ERDF
Foodport	Brugge			£146	£146	50% funded by ERDF
Foodport	Brugge			£146	£146	50% funded by ERDF
Foodport	Edinburgh - London - Brussels	£376			£376	50% funded by ERDF
I Transfer	Birmingham - Amsterdam	£125			£125	50% funded by ERDF
I Transfer	Amsterdam - Edinburgh	£233			£233	50% funded by ERDF
I Transfer	Edinburgh - Amsterdam	£243			£243	50% funded by ERDF
I Transfer	Schiphol Airport - Amsterdam Central	£6			£6	50% funded by ERDF
I Transfer	Schiphol Airport - Amsterdam Central	£11			£11	50% funded by ERDF
I Transfer	Amsterdam			£154	£154	50% funded by ERDF
I Transfer	Amsterdam			£154	£154	50% funded by ERDF
I Transfer	Amsterdam			£154	£154	50% funded by ERDF
I Transfer	Amsterdam		£130		£130	50% funded by ERDF
I Transfer	Amsterdam	£7			£7	50% funded by ERDF
I Transfer	Amsterdam	£73			£73	50% funded by ERDF
I Transfer	Amsterdam			£237	£237	50% funded by ERDF
I Transfer	Amsterdam	£12			£12	50% funded by ERDF
I Transfer	Schiphol Airport, Amsterdam		£55		£55	50% funded by ERDF
I Transfer	Edinburgh - Brussels	£366			£366	50% funded by ERDF
I Transfer	Brussels - Edinburgh	£166			£166	50% funded by ERDF
I Transfer	Edinburgh - Brussels	£366			£366	50% funded by ERDF
I Transfer	Brussels - Edinburgh	£166			£166	50% funded by ERDF
I Transfer	Brussels	£78			£78	50% funded by ERDF
I Transfer	Brussels		£15		£15	50% funded by ERDF
I Transfer	Brussels	£23			£23	50% funded by ERDF
I Transfer	Brussels			£212	£212	50% funded by ERDF
I Transfer	Brussels		£13		£13	50% funded by ERDF
Lo Pinod	Edinburgh - Stockholm - Oslo - Bodo	£882			£882	50% funded by ERDF
Lo Pinod	Bodo - Edinburgh	£409			£409	50% funded by ERDF
Lo Pinod	Bodo - Edinburgh	£312			£312	50% funded by ERDF
Lo Pinod	Oslo - Edinburgh	£88			£88	50% funded by ERDF
Lo Pinod	Stockholm		£11		£11	50% funded by ERDF
Lo Pinod	Stockholm	£15			£15	50% funded by ERDF
Lo Pinod	Stockholm		£8		£8	50% funded by ERDF
Lo Pinod	Bodo, Norway		£326		£326	50% funded by ERDF
Lo Pinod	Fornebu, Norway	£15			£15	50% funded by ERDF
Lo Pinod	Bodo, Norway			£1,855	£1,855	50% funded by ERDF
Lo Pinod	Bodo - Oslo - Edinburgh	£17			£17	50% funded by ERDF
Lo Pinod	Edinburgh - Brussels	£731			£731	50% funded by ERDF
Lo Pinod	Edinburgh - Barcelona	£555			£555	50% funded by ERDF
Lo Pinod	Barcelona			£125	£125	50% funded by ERDF
Lo Pinod	Barcelona			£125	£125	50% funded by ERDF
Lo Pinod	Brussels	£38			£38	50% funded by ERDF
Lo Pinod	Edinburgh - Brussels	£414			£414	50% funded by ERDF
Lo Pinod	Brussels		£122		£122	50% funded by ERDF
Lo Pinod	Brussels		£38		£38	50% funded by ERDF
Lo Pinod	Brussels		£3		£3	50% funded by ERDF
Lo Pinod	Brussels	£41			£41	50% funded by ERDF
Lo Pinod	Brussels			£499	£499	50% funded by ERDF
Lo Pinod	Belgium			£211	£211	50% funded by ERDF
Lo Pinod	Brussels		£36		£36	50% funded by ERDF

Project	Location				Total	
Lo Pinod	Brussels		£16		£16	50% funded by ERDF
Lo Pinod	Barcelona		£40		£40	50% funded by ERDF
Lo Pinod	Barcelona		£21		£21	50% funded by ERDF
Lo Pinod	Barcelona		£11		£11	50% funded by ERDF
Lo Pinod	Barcelona		£21		£21	50% funded by ERDF
Lo Pinod	Barcelona		£7		£7	50% funded by ERDF
Lo Pinod	Barcelona		£33		£33	50% funded by ERDF
Lo Pinod	Barcelona			£767	£767	50% funded by ERDF
Lo Pinod	Barcelona		£78		£78	50% funded by ERDF
NweRide	Maastricht, Netherlands		£61		£61	50% funded by ERDF
NweRide	Schiphol Airport, Amsterdam	£87			£87	50% funded by ERDF
NweRide	Maastricht, Netherlands			£322	£322	50% funded by ERDF
NweRide	Edinburgh - Amsterdam	£415			£415	50% funded by ERDF
NweRide	Edinburgh - Amsterdam	£415			£415	50% funded by ERDF
NweRide	Amsterdam Central - Schiphol Airport	£7			£7	50% funded by ERDF
NweRide	Amsterdam Central - Schiphol Airport	£8			£8	50% funded by ERDF
NweRide	Amsterdam Central - Schiphol - Maastricht	£29			£29	50% funded by ERDF
NweRide	Edinburgh - Brussels	£460			£460	50% funded by ERDF
NweRide	London - Lille	£211			£211	50% funded by ERDF
Potential EU Project	Edinburgh - Brussels	£347			£347	
Potential EU Project	Brussels		£55		£55	
Potential EU Project	Brussels		£6		£6	
Potential EU Project	Brussels			£52	£52	
Weastflows	Frankfurt		£15		£15	50% funded by ERDF
Weastflows	Mannheim, Germany		£104		£104	50% funded by ERDF
Weastflows	Mannheim, Germany			£999	£999	50% funded by ERDF
Weastflows	Edinburgh - Paris CDG	£334			£334	50% funded by ERDF
Weastflows	Edinburgh - Paris CDG	£245			£245	50% funded by ERDF
Weastflows	Edinburgh - Paris CDG	£245			£245	50% funded by ERDF
Weastflows	Rouen, France		£107		£107	50% funded by ERDF
Weastflows	Rouen, France		£58		£58	50% funded by ERDF
Weastflows	Paris		£24		£24	50% funded by ERDF
Weastflows	Rouen, France			£721	£721	50% funded by ERDF
Weastflows	Paris - Rouen	£31			£31	50% funded by ERDF
Weastflows	Edinburgh - Brussels	£41			£41	50% funded by ERDF
Weastflows	Edinburgh - Paris CDG	£184			£184	50% funded by ERDF
Weastflows	Edinburgh - Brussels	£23			£23	50% funded by ERDF
Weastflows	Paris			£97	£97	50% funded by ERDF
Weastflows	Paris - Le Havre	£26			£26	50% funded by ERDF
Weastflows	Edinburgh - Brussels	£357			£357	50% funded by ERDF
Weastflows	Edinburgh - Brussels	£451			£451	50% funded by ERDF
Weastflows	Edinburgh - Brussels	£51			£51	50% funded by ERDF
Weastflows	Brussels - Edinburgh	£199			£199	50% funded by ERDF
Weastflows	Brussels			£265	£265	50% funded by ERDF
Weastflows	Brussels			£107	£107	50% funded by ERDF
Weastflows	Brussels			£113	£113	50% funded by ERDF
Weastflows	Brussels			£113	£113	50% funded by ERDF
Weastflows	Brussels			£270	£270	50% funded by ERDF
Weastflows	Brussels	£26			£26	50% funded by ERDF
Weastflows	Brussels	£7			£7	50% funded by ERDF
Weastflows	Brussels		£18		£18	50% funded by ERDF
Weastflows	Brussels			£36	£36	50% funded by ERDF
Weastflows	Brussels			£304	£304	50% funded by ERDF
Total		**£11,311**	**£1,508**	**£8,184**	**£21,003**	

3) Hospitality & Entertainment

Supplier	Project / Service	Net Amount	Supplier Total	Comments
Howies - Balance	Weastflows	£1,121	£1,121	50% funded by Europe
Howies - Deposit	Weastflows	£150	£150	50% funded by Europe
La Petite Folie	Weastflows	£130	£130	50% funded by Europe
M & S	RTPI	£51	£51	100% funded by BIF
M & S	RTPI	£47	£47	100% funded by BIF
M & S	SESplan	£47	£47	
Royal Yacht Britannia	Lo Pinod	£160	£160	50% funded by Europe
The George Hotel	Lo Pinod	£307	£307	50% funded by Europe
The George Hotel	Lo Pinod	£86	£86	50% funded by Europe

Total £2,099.73 £2,099.73

4) External Consultancy

Supplier	Project / Service	Net Amount	Supplier Total	Comments
Ineo Systrans	RTPI	£79,031		100% funded by BIF
Ineo Systrans	RTPI	£21,500		100% funded by BIF
Ineo Systrans	RTPI	£56,088		100% funded by BIF
Ineo Systrans	RTPI	£54,599		100% funded by BIF
Ineo Systrans	RTPI	£130,091		100% funded by BIF
Ineo Systrans	RTPI	£30,303		100% funded by BIF
Ineo Systrans	RTPI	£72,374		100% funded by BIF
Ineo Systrans	RTPI	£1,213		100% funded by BIF
Ineo Systrans	RTPI	£4,136		100% funded by BIF
Ineo Systrans	RTPI	£44,271	£493,605	100% funded by BIF
JPFS Consultancy	Strategy Work	£3,600		
JPFS Consultancy	Strategy Work	£2,850		
JPFS Consultancy	Strategy Work	£2,250		
JPFS Consultancy	Strategy Work	£2,100		
JPFS Consultancy	Strategy Work	£2,250		
JPFS Consultancy	Strategy Work	£1,950		
JPFS Consultancy	Strategy Work	£2,700		
JPFS Consultancy	Strategy Work	£2,100		
JPFS Consultancy	Strategy Work & European Projects	£2,708		0.9 days Weastflows - £270 50% funded by Europe
JPFS Consultancy	Weastflows	£3,750		2.9 days Weastflows - £870 50% funded by Europe
JPFS Consultancy	Weastflows	£1,050		0.1 days Weastflows - £30 50% funded by Europe
JPFS Consultancy	Weastflows	£3,017	£30,325	3.2 days Weastflows - £960 50% funded by Europe
Lindean Partnership Ltd	Project Management	£4,222		£1,028 funded by Europe
Lindean Partnership Ltd	Project Management	£4,465		£2,415 funded by Europe
Lindean Partnership Ltd	Project Management	£7,143		£4,977 funded by Europe
Lindean Partnership Ltd	Project Management	£2,034		£211 funded by Europe
Lindean Partnership Ltd	Project Management	£3,316		£811 funded by Europe
Lindean Partnership Ltd	Project Management	£4,268		£762 funded by Europe
Lindean Partnership Ltd	Project Management	£4,946		£1,647 funded by Europe
Lindean Partnership Ltd	Project Management	£4,814		£888 funded by Europe
Lindean Partnership Ltd	Project Management	£3,450		£1,785 funded by Europe
Lindean Partnership Ltd	Project Management	£1,468		£803 funded by Europe
Lindean Partnership Ltd	Project Management	£3,833		£1,591 funded by Europe
Lindean Partnership Ltd	Project Management	£6,349	£50,306	£568 funded by Europe
Napier University Ventures Ltd	Rosyth to Zeebrugge Ferry Study	£24,900	£24,900	50% funded by Europe
Peter Brett Associates LLP	Falkirk High Station Car Park Bus Case	£2,000		100% funded by Falkirk Council
Peter Brett Associates LLP	Cycling Strategy Development	£5,000		100% funded by Sustrans
Peter Brett Associates LLP	Cycling Strategy Development	£5,000		100% funded by Sustrans
Peter Brett Associates LLP	Cycling Strategy Development	£5,000	£17,000	100% funded by Sustrans
Systra Ltd	Lo Pinod	£39,375		50% funded by ERDF
Systra Ltd	Newburgh and Bridge of Earn Stations	£3,000		75% funded by others
Systra Ltd	Newburgh and Bridge of Earn Stations	£3,000		75% funded by others
Systra Ltd	SEStran RTS Monitoring	£5,000	£50,375	
URS Infrastructure & Environment UK Ltd	Zero Waste	£1,450	£1,450	100% funded by Midlothian Council
WYG Group	RTPI	£24,000		100% funded by BIF
WYG Group	RTPI	£17,613		100% funded by BIF
WYG Group	RTPI	£18,361		100% funded by BIF
WYG Group	RTPI	£6,860		100% funded by BIF
WYG Group	RTPI	£19,961	£86,795	100% funded by BIF

Total £754,756.89 £754,756.89

5) Payments in Excess of £25,000

Payee	Commodity / Service Description	Payment Date	Gross Amount	Comments
Ineo Systrans	RTPI	06/11/14	£94,837	100% funded by BIF
Ineo Systrans	RTPI	30/03/15	£25,800	100% funded by BIF
Ineo Systrans	RTPI	05/03/15	£67,306	100% funded by BIF
Ineo Systrans	RTPI	05/03/15	£65,519	100% funded by BIF
Ineo Systrans	RTPI	05/03/15	£156,110	100% funded by BIF
Ineo Systrans	RTPI	06/11/14	£36,363	100% funded by BIF
Ineo Systrans	RTPI	06/11/14	£86,849	100% funded by BIF
Ineo Systrans	RTPI	06/11/14	£53,126	100% funded by BIF
Napier University Ventures Ltd	Rosyth to Zeebrugge Ferry Study	31/07/14	£29,880	50% funded by Europe
Systra Ltd	Lo Pinod	26/05/14	£47,250	50% funded by Europe
WYG Group	RTPI	18/06/14	£28,800	100% funded by BIF

Total   **£691,839**

6) Members or employees who received remuneration in excess of £150,000
Nil return.

Public Services Reform (Scotland) Act 2010
Duties on Public Bodies to provide information

Sustainable Economic Growth – September 2015

1. **Introduction**

   I. Section 32(1)(a) of the Public Services Reform (Scotland) Act 2010 provides that as soon as reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during the financial year to promote and increase sustainable growth through the exercise of its functions.

   II. SEStran is a listed body within the Act. This statement is intended to fulfil the requirement of the Act in relation to Sustainable Economic Growth. This statement should be read in conjunction with the statement on Efficiency, Effectiveness and Economy and the financial information provided on the SEStran website that are also required by the Act.

2. **Government purpose and performance framework**

   I. The Government Economic Strategy, November 2007, sets out the Government's central purpose as: "To focus the Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth. By sustainable economic growth we mean building a dynamic and growing economy that will provide prosperity and opportunities for all, while ensuring that future generations can enjoy a better quality of life too."

   II. The National Performance Framework was developed to provide a clear focus and direction for the whole of the public sector in Scotland and all public bodies are expected to align their activity in support of the Purpose, Targets and the 15 National Outcomes set out in the Framework.

3. **Aligning to the Purpose and National Objectives**

   I. The SEStran Regional Transport Strategy, approved by Scottish Ministers in 2008, includes a diagram outlining how the Regional Transport Strategy objectives align with the National Objectives. This is reproduced below.
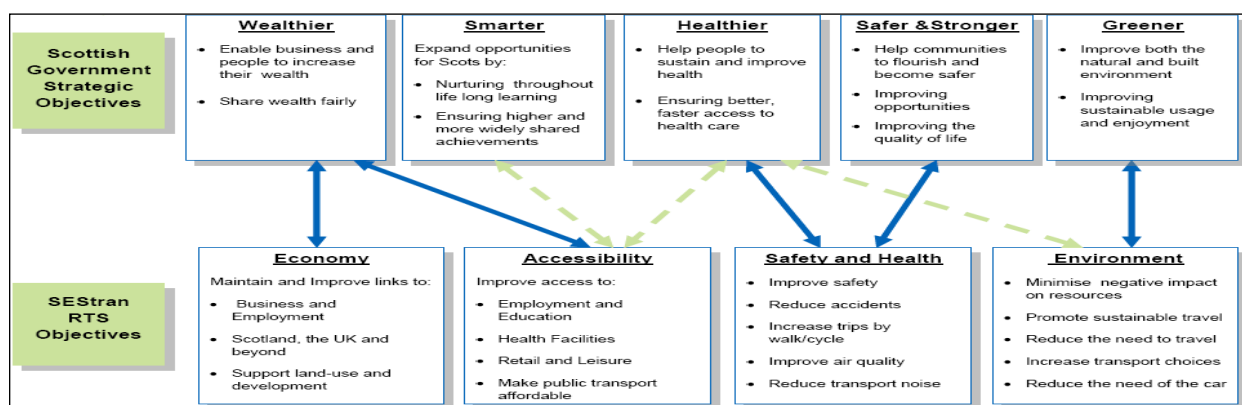
4. Sustainable Economic Growth

I. SEStran's primary function is to produce and implement a Regional Transport Strategy.

II. Transport has long been recognised as a significant contributor to sustainable economic growth. The SEStran Regional Transport Strategy was developed in partnership with the eight local authorities within the SEStran area and involved extensive consultation with various sectors of the community, not least the business sector. Unlike many regions in the country, the SEStran area is projected to be the subject of strong growth in population, households and employment. The vision for SEStran contained in the RTS is:-

'South East Scotland is a dynamic and growing area which aspires to become one of northern Europe's leading economic regions. Essential to this is the development of a transport system which enables businesses to function effectively, allows all groups in society to share in the region's success through high quality access to services and opportunities, respects the environment, and contributes to better health.'

III. The approved Strategic Development Plan for the SESplan area sets out the spatial strategy for achieving that growth. The Regional Transport Strategy has been a major input to the SDP and seeks to achieve the growth in a sustainable means minimising the impact of increasing congestion levels.

IV. The principal ethos in setting and determining the Regional Transport Strategy has therefore been to encourage and permit sustainable economic growth.

V. SEStran has made significant progress in the process of reviewing the Regional Transport Strategy to reflect the current economic climate and changes that have taken place since it was approved in 2008. The revised strategy has been subject to consultation and has been submitted to Scottish Government for Ministerial consideration. Approval of the revised strategy is awaited.

5. What has been done in 2014/15
I. Projects delivered directly by SEStran

Service	Description	Delivery Model	Benefits achieved
Real Time Bus Passenger Information	Roll out of RTPI in East Lothian, Fife, Scottish Borders, West Lothian and Cross border services between SEStran and SWESTRANS. SEStran has attracted funding from EU and LA partners, procured the	External contract, partnership with bus companies, co-funding from Scottish Government, EU, LAs and adjacent RTP. Direct staff input.	Roll out of real time bus passenger information throughout the region will encourage mode shift from car to bus and provide better service for bus users.

	necessary technical support and the contractor and developed operating and maintenance agreements with the bus operators. £1m funding received from the Bus Investment Fund. Project was formally launched by the Minister for Transport and Veterans on 29th April 2014. Since then the overall project has attracted a further £0.5 for further installation of kit on buses and £0.5m for digital screen displays in public buildings both from the Bus Investment Fund and work is ongoing. Potential £5.3m project with £2m from Scottish Government and 40% funding from Europe for the remainder.		This will be a £5.3M investment in public transport infrastructure in the region. Investment during 2014/15 was £0.931m. The end result of all of the above is that Bustracker SEStran will, in the coming year, feature all of the First Scotland East fleet, all of the Stagecoach Fife fleet and the system will be enhanced to accommodate the smaller operators who elect to join the system using GPS enabled ticket machines. In addition, a substantial number of public premises throughout the Region will be displaying RTPI on TV screens also showing public information and news bulletins.
I –Transfer	EU 50% funded project examining the case for cross Forth passenger ferry services and co-funding improvements to North Berwick harbour. Cross border project potentially linking Fife and East Lothian. Project is now completed.	Partnership with private sector, East Lothian Council and other European partners. External contract and direct staff input.	This project will encourage tourist activity between Fife and Edinburgh. A new cross Forth tourist ferry service linking North Berwick and Anstruther commenced in July 2015. Investment during 2014/15 was £49,000
Lo-Pinod	EU 50% funded project to promote freight movements by short sea shipping. Project is now completed.	Partnership with European partners. External contract and direct staff input. Collaboration with Napier TRI.	The project will promote moving freight by short sea shipping. Investment during 2014/15 was £107,000
Connecting food ports	Examination of food product distribution throughout the region and linking to UK and Europe. 50% EU funding. Hitrans have joined this project and form a Scottish partnership with SEStran. Project is now completed.	Partnership with European partners, collaboration with Napier TRI, Hitrans and direct staff input	Potential to shift freight onto more sustainable modes with business development opportunities with our European partners in this project. £250k invested in the region. Investment during 2014/15 was £47,000
Weastflows	EU 50% funded project examining east to west flows of freight through Europe with	Partnership with other European partners. External contract and	Potential to shift freight onto more sustainable modes with business

		direct staff input.	development opportunities with our European partners in this project. Investment during 2014/15 was £68,000
NweRide	EU 50% funded project within the North West Europe Interreg IVB Programme. The project's aim is to improve individuals' connectivity using dynamic lift share systems which are linked to public transport networks giving a higher probability of finding a trip solution	Partnership with other European partners and direct staff input.	Reduction of single occupancy car use through car sharing facilitated by a web portal suitable for use across Europe. Investment during 2014/15 was £31,000
CHUMS	EU 70% funded project under Intelligent Energy Europe (IEE). The project will seek to address the energy challenge of low car occupancy and the approximately 50% of journeys in cities that cannot be accommodated by conventional public transport modes.	Partnership with other European partners and direct staff input.	A composite CHUMS behavioural change strategy, developed by the consortium and to transfer the proven methods to the rest of Europe. Investment during 2014/15 was £15,000
SocialCar	Approved in January 2015 and €188,450 has been awarded to SEStran over the next 3 years. This represents 100% funding for SEStran's contribution to the project.	Partnership with other European partners and direct staff input.	SocialCar aims to integrate public transport information, car pooling and crowd sourced data in order to provide a single source of information for the traveller to compare multiple options/services. Interaction between users and Social Car system will be managed through selected social media channels. Through joint working with our partners at Traveline Scotland and Liftshare UK, a demonstration of the platform will be trialled in Edinburgh.
Edinburgh outer orbital BRT	Bus rapid transit scheme around outer orbital corridor linking East, Mid and West Lothian and Edinburgh, scheme development	Framework contract and input from partner authorities	STAG and feasibility study completed and with Transport Scotland and SEStran awaits response.
South Tay park and choose	Scheme development for park and choose site at south end of Tay road bridge.	Framework contract. Partnership with and co-funding from TACTRAN, Transport Scotland, Fife and Dundee.	Transport Scotland has agreed the site and the principle of a shared funding package for delivery. Potential for an ERDF

			funding bid to be made on completion of planning process.Project now included in Local Development Plan. Land negotiations under way.
SESPLAN	Shared office and admin services and strategic transport input to development of the SDP.	Shared accommodation/service agreement terminated in December 2014	Input to SDP now absorbed in staff costs.
Key Agency and influencing role	Input to Community planning, single outcome agreements, SDP and LDPs, Rail utilisation strategies, rail timetabling reviews, rail franchise, high Speed rail, Scottish Government consultations, transport Scotland strategies and major projects, DfT consultations etc.	Direct staff input, framework contracts, seconded consultant. Provision of chair of Scottish High Speed Rail Group and member of East Coast Mainline Authorities group.	Met statutory requirement for community planning and SOAs and influenced other providers to the benefit of SEStran area. Publication of report on HSR and ECML. Investment during 2014/15 was £30,000
Liaison Groups and forums	SEStran hosts a rail forum that includes network rail and operators, a bus forum that includes operators, a sustainable transport forum, an access to Health Care forum, and air forum and an Equalities Forum	Direct staff input and seconded consultant	Provision of a mechanism for sharing information and influencing providers and policy makers. Costs are included in other codes.
Accession	All authorities have been trained in the use of Accession and have access to the model through our term consultants. SEStran has reached agreement with other RTP`s to share the costs of updating and operating the Accession model and also sharing the costs of annual licenses	Framework contract, shared service agreement with other RTPs.	Provided the basis for stage 1 input to SDP and to LDPs. Influenced land use allocations to minimise private transport Investment during 2014/15 was included in other cost codes.
Routewise	All authorities have access to the Routewise database which is maintained through SEStran and benefit from greatly reduced annual running costs through the economies of scale that have been achieved through the SEStran management of the system	External contract, shared service with partner authorities	Provision of data to TRAVELINE for SEStran area and for LA provision of transport data. The costs to partner authorities to provide this service individually would total £90K per annum. Investment during 2014/15 was £42,000
Travel Planning and sustainable travel including	SEStran provides a focal point and funding for the development of travel planning and sustainable transport awareness to both	Grant award with match funding from partner organisations. Promotional material, events.	Travel plans developed for a wide range of organisations throughout the region Fastest growing car

Tripshare	public and private sector organisations. Tripshare car sharing initiative for the partnership		sharing club in UK. Major employers are now members Investment during 2014/15 was £103,000
Freight distribution	Through our Freight Quality partnership SEStran has looked at freight signing, lorry parking and freight route mapping to improve the efficiency of freight movement in all authority areas and these initiatives have been delivered with match funding from the EU. SEStran has been successful in 4 bids for ERDF funding that are related to freight distribution and several initiatives are in the pipeline that will bring benefits throughout the region.	Framework contracts, EU match funding, Freight quality Partnership, direct staff involvement.	Delivery of freight projects in the RTS with active involvement of the freight industry Investment during 2014/15 was covered in other project costs.
Parking Standards	SEStran has produced advice applicable to all authorities on parking standards in new developments, to provide consistency in application.	Framework contract	Consistent parking standards throughout the region. Input to SDP and LDPs.
Park and ride strategy	SEStran developed a park and ride strategy looking at the sustainable development of park and ride facilities throughout the area and has developed a web site for users of these facilities	Framework contract	Policy input to SDP and Transport Scotland. Development of promotional web site
Cycling Development	SEStran has produced a Cycling –Best Practice Handbook and an analysis of commuter cycling routes to define requirements for future investment (SEStran also provided a grant for implementation).	Framework contract grant with match funding from partner authorities and Sustrans	Current programme of cycle network improvements in partnership with LAs and Sustran. Provides grants to local authorities. Investment during 2014/15 was £120,000
Bus Services	SEStran provided survey information on the quality, fare levels and services provided in all local authority areas to provide a basis for looking at service improvements.	External Contract	Provided basis for SEStran input to OFT and Competition Commission inquiry into bus competition.
Equalities and Access to Healthcare	SEStran provides a forum for discussing and promoting issues of mutual concern	Direct staff input	Developed the SEStran Thistle Card to assist public transport passengers with mobility problems. Co-funding of Traveline App. For the visually impaired.

Sustainable Urban Design	SEStran has developed a set of design standards	Framework contract	Used as input to SDP and LDPs
Regional transport model	Developed jointly with Transport Scotland the model has been used extensively by both SEStran for input to the SESPLAN SDP and by local authorities in analysing major developments	Framework contract in partnership with Transport Scotland	Input to SDP. Use by partner authorities for transport planning. Investment during 2014/15 was covered under other cost headings
Framework contracts	Procured for the provision of consultancy services and open for use by the partnership authorities. SEStran has framework contracts for the provision of the following consultancy services; • Strategic Transport Planning (MVA) • Transport Services (Scott Wilson) • Travel Planning (Buchanans)	External framework contracts shared use by partner authorities. Framework contracts have now expired and future work will be carried out using Scotland Excel or Transport Scotland frameworks.	Many projects have been delivered through these commissions by SEStran and also by partnership authorities delivering local schemes Framework contract commissioning ceased in July 2013
One Ticket	Integrated ticket for multi-operator public transport use in east central Scotland	SEStran manages One Ticket on behalf of the public transport operators company.	Total turnover for One Ticket in 2014/15 was £0.99m

2 RTS projects delivered by partner local authorities.

These will be reported in the individual returns from the authorities concerned.

Public Service Reform (Scotland) Act 2010

Statement of efficiency, effectiveness and economy

SEStran 2014/15

During 2014/15 SEStran has implemented a number of initiatives that have improved efficiency, effectiveness and economy and these are outlined below.

Shared Services

Shared accommodation, administration and supplies

SEStran provided accommodation in our office for SESPLAN, the strategic land use planning authority for Edinburgh, the Lothians, Fife and Scottish Borders. In addition, SESTran provided administration support to SESPLAN by sharing the use of our three Admin. staff and provided office supplies to them through access to the City of Edinburgh Council's framework contract for supplies and services. SESPLAN also had the benefit of our provision of ITS facilities. Unfortunately, this arrangement ceased in December 2014 when SESPLAN re-located to offices within West Lothian Council.

In Autumn 2011 SEStran took on responsibility for the management of One Ticket, the integrated multi operator public transport ticket for East central Scotland. SEStran provides management services, administration support including office, supplies and IT, and communications services.

This has resulted in a saving to SEStran in 2014/15 of £37,000, through a recharge to One Ticket and SESPLAN.

Office re-location

SEStran moved to different offices in April 2011. By a combination of a reduction in floor area and a lower rate per square metre an annual saving for rent, rates and services of £30,000 has been achieved when compared to the previous office accommodation.

Legal, Financial and HR Services

SEStran has three service level agreements covering legal, financial and HR services. The services provided are outlined below.

Legal Services

Legal services are provided by Fife Council. Services include legal advice, contractual advice and provision of clerking for the Board and the

Performance and Audit Committee. The quality of support is excellent and rates are considerably lower than comparative rates in the private sector. The cost of this service in 2014/15 was £20,657

Financial Services

Financial services are provided by the City of Edinburgh Council. Services covered include invoice and payment processing, financial ledger, regular reporting to the SEStran Board, internal audit, liaising with external audit, budget preparation and control, pension fund management, accountancy and support for EU projects and investment management. The quality of support is excellent and again rates are considerably lower than in the private sector. The cost of this service in 2014/15 was £22,450

HR Services

HR services are provided by Falkirk Council. This includes drafting and review of HR policies and procedures, monitoring any changes in legislation, support in dealing with staff matters and reporting to the SEStran Board. Day to day routine HR matters are managed directly by SEStran staff. The cost of this service in 2014/15 was £207

Routewise Data Base

SEStran provides a central data base (Routewise) of public transport bus registrations that links directly to the Scottish Travelline data base to provide travel planning information to the travelling public. The eight local authorities in the SEStran partnership and, in addition Stirling Council all have access to this data base. While this does not provide a direct saving to SEStran, the nine authorities who have access to the data base save £45,000 a year through shared licences and hosting.

Tripshare SEStran

SEStran provides a central data base for car sharing throughout the region under contract with Liftshare Ltd. Each of the eight partner authorities has access to the data base and have branded their own Tripshare with their own authority brands (e.g. Tripshare Edinburgh). SEStran provides the licence and hosting costs, regional marketing, monitoring reports and technical support to the authorities. By contracting on a regional basis there are significant savings compared to each of the authorities contracting individually (£8,136 a year i.e. 25%) in addition to the benefits to the customer of being able to access a larger data base for potential matching of trips. Through SEStran's initiative, Tripshare has now been extended to include Health Boards, Universities and private sector companies at no cost to SEStran. This initiative has built up and now saves ~**60,943** miles a week through **5,380** passenger

trips. This reduction in travel on the regional road network reduces CO2 emissions by **20.06** tonnes every week and has a current membership of **8,200**. Since the group's inception there have been **13,120** members who have joined Tripshare SEStran.

Accessibility Modelling

SEStran has been using Accession for over four years now, operating mainly through its former term consultants MVA (Systra). The SEStran Accession model gives a graphic presentation of the accessibility of specific locations to other locations, including areas of employment, healthcare, education, retail and leisure, by various modes.

One of the uses of Accession by SEStran, has been the assessment of various development locations identified in the formulation of the SESplan Strategic Development Plan, to test their relative accessibility to various facilities.
SEStran has its own model which has been upgraded to reflect, with greater accuracy, travel times in the area and can be operated in the SEStran offices or by MVA (Systra).

Two other RTPs accessed accession software through the SEStran contract with MVA (Systra) with the benefit of reduced fees as a result of the larger volume of work, single licence fee for all three RTPs and regular updates for all. In addition the other two RTPs have saved the cost of procurement by using the SEStran contract.

The Sestran term consultancies have now expired.

Scotland Europa

SEStran has been a member of Scotland Europa for the last three years and this has proven to be useful in identifying possible sources of EU funding to assist with implementation of the RTS. Two other RTPs have now joined Scotland Europa and SEStran has negotiated a reduced fee on behalf of all three organisations resulting in a saving of £1,000 for SEStran.

SEStran Regional Transport Model

During 2009/10 and 2010/11 SEStran developed a regional multi modal land use transport model for the SEStran area. This was developed jointly with Transport Scotland and provides the facility for detailed regional transport analysis for the region. The model is now jointly managed with Transport Scotland and a range of organisations from private sector developers to local authorities have made use of the model for their own purposes. SEStran has made extensive use of the model for analysis of the implications of land use allocations in the Strategic Development Plan for the SESPLAN area. During 2014/15 a partnership with Transport Scotland and

partner local authorities has seen the model updated and it is now being used for analysis of cross boundary implications on the SDP.

Parking Initiatives

SEStran has carried out a number of studies on parking in partnership with the eight authorities in the SEStran area and provided the results to the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs. The parking related work is:-

- Parking standards for new development

- The viability of decriminalised parking outwith Edinburgh

- Development of a park and ride strategy for the region

During 2011/12 SEStran developed a web site which provides information on park and ride throughout the region and encourages mode shift to public transport.

Sustainable Development

SEStran has carried out a number of studies on sustainable development in partnership with the eight authorities in the SEStran area and provided the results to the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs. The recent sustainable development related work is:-

- Urban cycle networks study with funding for implementation subject to match funding.

- Sustainable freight Distribution

- Grants for sustainable transport projects subject to match funding

- Partnership with Sustrans that has lead to publication of a cross boundary cycle network study and grant funding for cross boundary cycle schemes

Buses

SEStran has carried out a number of studies related to buses in partnership with the eight authorities in the SEStran area and provided the results to the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs.

Procurement Activity

Framework Contracts

SEStran had three framework contracts with transport consultants as follows:-

1. Strategic Transport Planning - MVA

2. Transport Services – Scott Wilson

3. Sustainable Travel – Colin Buchannan

The use of these frameworks has significantly reduced the cost of procurement of services both to SEStran and to the private sector consultants. In addition, the frameworks have been made available to partner local authorities within the SEStran area and both Midlothian and East Lothian Councils have used the frameworks to progress their own projects. The framework contracts have now expired and future procurement will be carried out using Scotland Excel or Transport Scotland frameworks.

Real Time Passenger Information

SEStran is the delivery body for implementation of real time passenger information for bus passengers throughout the region. The project builds on the successful scheme implemented in Edinburgh and the two systems are compatible providing real time information for the three main operators within and beyond the city. In addition smaller operators and cross boundary services to the SWESTRANS area are included in the contract. The contractor was appointed through EU procurement procedures and the advisory consultant was appointed through the DTI framework thereby reducing procurement costs. The project provides real time information for Fife, East Lothian, West Lothian, Scottish Borders and services to SWESTRANS in addition to the information currently provided in Edinburgh and Midlothian. The project was formally launched by the Minister for Transport and veterans on 29th April 2014. The total project value is £5.3m of which £1.3m is funded from ERDF funding and £2m from the Scottish Government's Bus Investment Fund. The ERDF funding represents a major saving on the cost of the project to the Scottish public purse.

iTransfer

Project to examine the case for cross Forth passenger ferry services with 50% funding from the EU Interreg fund. The total SEStran (including sub-partners East Lothian Council and Maid of the Forth) budget for the project is €714,500 with €357,250 funding from the EU. It is a cross border project linking Fife and East Lothian and it is also a partnership with other European partners. The revised project now includes improving facilities at North Berwick harbour in partnership with East

Lothian Council resulting in savings in their costs. The funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs. The project is now completed.

Lo-Pinod

Project to explore the possibility of sustainable freight transport using short sea shipping. The total SEStran budget for the project is €556,000 of which €278,000 is funded from the EU Interreg fund. It is a partnership with other European partners and a collaboration with Napier TRI. The funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs. The project is now completed.

Connecting food ports

Examination of food product distribution throughout the region and linking to UK and Europe. The project is 50% EU funded through the Interreg fund and is a partnership with European partners and a collaboration with Napier TRI and Hitrans. The project will investigate the potential to shift food freight onto more sustainable modes with business development opportunities with our European partners in this project. The total SEStran budget is €368k with €184k funding from Europe. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs. The project is now completed.

Weastflows

Examination of East/West freight flows through north west Europe with a view to promotion of more sustainable freight transport. The project is 50% EU funded through the Interreg fund and is a partnership with other European partners. The total SEStran budget is €260k with €130k funding from Europe. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs. The project is now completed.

NweRide

EU 50% funded project within the North West Europe Interreg IVB Programme. The project's aim is to improve individuals' connectivity using dynamic lift share systems which are linked to public transport networks giving a higher probability of finding a trip solution. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

CHUMS

EU 70% funded project under Intelligent Energy Europe (IEE). The project will seek to address the energy challenge of low car occupancy and the approximately 50% of journeys in cities that cannot be accommodated by conventional public transport modes. The 70% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

SocialCar

Approved in January 2015 and €188,450 has been awarded to SEStran over the next 3 years. This represents 100% funding for SEStran's contribution to the project and contributes to the SEStran core budget for staff and overhead costs.

<u>**Collaborative use of local contracts**</u>

South Tay park and choose

Scheme development for park and choose site at south end of Tay road bridge. This project is a partnership with and co-funding from TACTRAN, Transport Scotland, Fife and Dundee councils. The partners have agreed the principle of a shared funding package for delivery and there is potential for an ERDF funding bid to be made on completion of the planning process. The work has been carried out so far using the SEStran framework contract saving the partners the cost of procurement. The project is now in the Local plan and land negotiations are under way. The SEStran framework contracts have now expired and future procurement willmake use of Scotland Excel or Transport Scotland frameworks.

A701 Cumulative transport impact

Midlothian council made use of the transport services framework contract to analyse the cumulative impact of developments in the area of the A701 to the south of Edinburgh.

Falkirk Rail Stations Study

Falkirk Council made use of the SEStran framework contract to examine the case for new and improved stations within the Falkirk Council area.

East Coast Rail Study

Borders and East Lothian Councils in partnership with SEStran have used the SEStran framework contract to examine the case for new rail services and stations on the East Coast main line between Edinburgh and Berwick on Tweed. The report is now finalised and has resulted in inclusion as a priced option in the Scotrail franchise procurement. The next stage of development of the project is to take it to GRIP stage 3 and SEStran has entered into a Development Services Agreement with Network Rail on behalf of the two local authorities for this work.

Risk Management

Risk management provides regular updates of the risks faced by the organisation. The analysis identifies risks by category, (e.g. Corporate, financial, project etc.), Risk description, risk owner and Risk detail. The risk is then analysed in terms of its impact on the organisation and its likelihood of occurring. These are given a numerical value and the combination of these provides a risk Rating. The risk is then analysed to examine what mitigation measures can be implemented to either mitigate the impact of the risk should it occur or the likelihood of occurrence. This leads to a modification of the risk likelihood and impact scores giving a revised rating after mitigation. The mitigation measures and their implementation are then assigned to a risk owner and monitored on a regular basis. In addition a series of controls are identified for each risk that are ongoing procedures inbuilt into the management system that will also mitigate the risk. Finally an assessment is made on the level of residual risk and a decision made as to whether the risk should be accepted, transferred or the activity should be discontinued.

Regular updates on the most significant risks to the authority are provided to the Performance and Audit Committee and to the SEStran Board.

SESPlan Cross-Boundary Transport and Land Use Appraisal

Claremont House 130 East Claremont Street Edinburgh EH7 4LB

Transport Group Meeting 17 Tuesday 4 August 2015

Attendees

Transport Scotland	Adam Priestley (AP) (Chair)
SESplan	Graeme Marsden (GM)
SEStran	John Saunders (JS)
SEStran	Alistair Short (AS)
Fife Council	Mark Barrett (MB)
Fife Council	John Mitchell (JM)
West Lothian Council	Chris Nicol (CN)
CH2M HILL	Julia Gilles (JG)
CH2M HILL	Colm Smyth (CS)
SYSTRA	Claire Mackay (CM)
JMP Consultants	John Milligan (JM)
David Simmonds Consultancy	Andy Dobson
AECOM	Richard Cann (RC)

Apologies

Transport Scotland	Alison Irvine (AI)
Transport Scotland	Stephen Cragg (SC) / Paul Junik (PJ)
SEStran	Alex Macaulay (AMC)
City of Edinburgh Council	Ewan Kennedy (EK)
City of Edinburgh Council	Andrew McBride (AMB)
City of Edinburgh Council	Keith Miller (KM)
East Lothian Council	Grant Talac (GT)
Midlothian Council	Neil Wallace (NW)
Midlothian Council	Lindsay Haddow (LH)
Scottish Borders Council	Graeme Johnstone (GJ)
SYSTRA	Jeff Davidson (JD)

PRINCIPAL ISSUES

Ref.	On-going Issue	Update/Comment
3	Appraisal Lead Commission (CH2M Hill)	Supporting TELMoS and Modelling specification. Awaiting SRM12 results for hotspot appraisal and intervention investigations to proceed.
4	Transport Modelling Commission (SYSTRA)	Base Model PT validation complete. Bus Services data has been updated with final calibration of bus Occupancy and Journey times complete
5.	TELMoS (DSC and SYSTRA)	Presentation on results of revised reference case test using TELMoS (Run2b). In response to concerns about high build out rates at Edinburgh

		park this model makes Model makes two amendments to the data inputs: - Modelling EGIP as phase 1 only. It was considered that the previous model was capturing the benefits of EGIP2 too early. EGIP phase 2 is not expected to be completed until 2109/2020 with a further lag until substantial benefits are observed. - Constrained growth at Edinburgh Park. Floorspace/ employee has been kept constant at 21sqm (as base) throughout the model time period.

		Discussion around Run 2b being used as a basis for the Reference Case raised the following:
		- GM was sceptical concerning the results of the model, especially those shown for East Lothian and Midlothian.
		    o There were challenges to use the Oxford Economics Study as a comparison for the results; but, there is no evidence to support which method of forecasting is more reliable – the Oxford Economics or those to which the model has been calibrated. The model is going through audit and it is acknowledged that previous predictions have not been validated against outturn due to the recession.
		    o Results do not reflect historic trend of pre-recession job growth in East Lothian.
		    o Midlothian shows a drop in jobs without corresponding decline in job sectors. Study team to investigate.
		- Discussion followed that the results are a particular scenario based on committed development and, as such, set out an artificial scenario used for reference case testing only. Future Case modelling will present more "realistic" results (i.e. based on all available development data) although it is accepted that the models present a particular plan only. A revised Run 3 using additional parameters outlined above to be processed.
		- GM made the point that NRS 2012 shows less severe predictions for decrease in household size than NRS2010.
		- Generally agreement that revised Run 2b showed more realistic employment scenario in Edinburgh Park, West Lothian and Fife.
		- Acceptance that study development timeframe to 2024 is nominal.
		- Further discussions are required with LAs not present at the meeting.

		In conclusion: - Fife and West Lothian were, on first reading, relatively content that the results appeared reasonable and intuitive. - GM did not accept the validity of the results. These

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		- challenges will be investigated. - Four of the six SESplan LAs (CEC, East Lothian, Midlothian and Scottish Borders) were not represented at the meeting and therefore further one to one meetings are required. - The results will be circulated together with a summary note. In parallel, study team would seek to develop an alternate employment approach similar to that currently included in Run 2.
6	Programme	Programme will be updated once TELMoS runs are finalised. Agreement on Reference Case is on critical path.
7	Risk Register	Risk Register will be updated and recirculated TELMoS runs are finalised.
8	Other Group Member Updates	**SESplan** – Public events for SDP2 consultation scheduled over the next few weeks. The housing target will overlap with SDP1 and could result in a lower required build out rate. **SEStran** – RTS approved by Ministers and will be published shortly. **Fife** – LDP going to examination. Cairneyhill north development has planning approval. This is not in the adopted LDP, but is an allocated site in the proposed Fife Local Development Plan. **City of Edinburgh** – The Edinburgh Local Development Plan in June was submitted to Scottish Ministers. An examination of the issues raised in representations to the Second Proposed version of the Plan is now underway. It is expected to report by February 2016. Its findings and recommendations will be binding and will result in the version of the Plan which is adopted. That is due to be in April 2016, depending on when the examination concludes. **West Lothian** – Aim to take Proposed Plan to August Committee, but this may well slip to September. Two housing planning applications in Linlithgow refused on Reporters Recommendation. **Midlothian –** TBC **Scottish Borders** – TBC. **East Lothian** – TBC.
9	AOB	None.

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10	Date of Next Meeting	Tuesday 1 September August 2015

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Claremont House 130 East Claremont Street Edinburgh EH7 4LB

Transport Group Meeting 17 Tuesday 4 August 2015

PRINCIPAL ACTION POINTS

Ref.	Date	Action	By Whom	Due Date
		SYSTRA to discuss real time bus data with SEStran/CEC	SYSTRA / SEStran / CEC	Ongoing
		Risk Register to be reissued	CH2M	Ongoing - after TELMoS completion
		Programme to be reviewed and key dates reissued.	CH2M	Ongoing - after TELMoS completion
		DSC presentation and Summary Note to be circulated to Working Group Members.	CH2M	Close of Play 10 August
		Study team to consider challenges to the results and issue note	CH2M/ DSC/ Systra	Close of play 17 August
		Steering Group Members to consult internally on recommendation of Run 2b as scenario for reference Case.	ALL	Close of play 17 August
		Ensure that CEC, ELC, Midlothian and Scottish Borders are briefed and able to respond.	CH2M/ DSC	Close of play 17 August
		Look to setting up meeting with City Deal team to determine whether similarities between economic elements of the respective Reference Cases.	SESplan	Ongoing
		DSC to proceed with revised future Case TELMoS Run3	DSC	Close of play 17 August

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Transport Group Meeting 17 Tuesday 4 August 2015

Working Group Membership

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SESPlan Cross-Boundary Transport and Land Use Appraisal

Claremont House 130 East Claremont Street Edinburgh EH7 4LB

Transport Group Meeting 16   Tuesday 30 June 2015

Attendees

Transport Scotland	Adam Priestley (AP) (Chair)
SESplan	Graeme Marsden (GM)
SEStran	John Saunders (JS)
Fife Council	Mark Barrett (MB)
Fife Council	John Mitchell (JM)
East Lothian Council	Grant Talac (GT)
Midlothian Council	Neil Wallace (NW)
Midlothian Council	Lindsay Haddow (LH)
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City of Edinburgh Council	Ewan Kennedy (EK)
City of Edinburgh Council	Andrew McBride (AMB)
City of Edinburgh Council	Keith Miller (KM)

PRINCIPAL ISSUES

Ref.	On-going Issue	Update/Comment
3	Appraisal Lead Commission (CH2M Hill)	Draft Regional Objectives Note has been updated and has now been circulated for final agreement.
		Concern raised on removal of "cross-boundary" from objectives and clarity requested in terms of focus of study. Confirmation that study will identify hotspots and will need to consider threshold/method to distinguish whether such problems are 'local' or 'cross-boundary'. Study will seek to develop interventions that address hotspots agreed to arise principally from cross-boundary trips. Mitigations themselves will seek to address the impact of future development to achieve 'nil detriment.'
		Discussion on whether proposals need to go beyond this to deliver 'betterment' for the network. It is recognised that such interventions could not be achieved under developer contributions and alternate funding would need to be sourced. It does not fall within this brief to provide detailed costs or to identify funding arrangements. Current scope focuses on 'nil detriment' and does

		not provide for a 'betterment' transport package. GM suggested that network improvement beyond nil detriment from future back to reference case impact can still be achieved as long as the development contribution element is proportionate and as long as it directly rises from the impact of development.
3.1		Supporting TELMoS and Modelling specification. Awaiting SRM12 results for hotspot appraisal and intervention investigations to proceed.
4	Transport Modelling Commission (SYSTRA)	Base Model PT validation ongoing. Ongoing work on validating bus occupancy – 2014 model appears to be higher in some corridors and these are being looked at. On-going discussions with SEStran over bus journey time data. Expecting to have census data by mode which will help validate commuter travel patterns. Base Model is not showing level of delay in network at Maybury that TomTom data suggests. New count data has shown that flows look reasonable so it is possibly a blocking back problem that SRM12 cannot model.
		Point raised that Borders and Midlothian bus timetables/routes are being reworked due to Borders Rail. Cognisance will need to be taken of this in future networks.
5.	TELMoS (DSC and SYSTRA)	Presentation on results of reference case tests using TELMoS
		Generally agreement that Run 1 Employment Scenario was unrealistic due to the imbalance between housing allocations and level of economic growth which caused significant in-commuting to take up jobs within SESplan area.
		Discussion around Run 2 being used as a basis for the Reference Case raised the following: - Acceptance that having a 'dampened' economic growth rate to align housing/employment was appropriate. - Agreement that prediction that committed housing allocations were fully taken up seemed appropriate. - Remarks from WLC and others indicated that housing demand was such that other infrastructure constraints might come in to play e.g. schools that would limit actual housing numbers. - Generally household and population growth associated with committed housing seemed plausible. - Main area of concern was over the distribution rather than absolute job creation. Although some debate over whether

		even predicted levels of job creation would emerge.
		   o ELC drop in employment was challenged especially since full housing allocation was given. Some thought that past trends suggest ELC was attracting employment.
		   o Employment projections were also contrary to Oxford Economics Forecast for some authorities.
		   o WLC were surprised to see level of employment increase which is contrary to current experiences with development and large tracts of committed land that has remained undeveloped for several years.
		   o Whilst generally accepting that Edinburgh would continue to dominate in terms of employment, some debate on whether the allocations at Edinburgh Park would come forward in full as currently predicted. This is questioned especially given that the modelling enables the site to benefit from increased accessibility due to EGIP being coded in some years earlier than is likely in reality.
		   o Some debate over whether self-employment, home-commuting and rationalisation of work-places would limit amount of new space created whilst actually still generating employment.
		   o Feelings that presenting negative employment to Elected Members would be difficult even though the modelling is predicting that full housing allocations achieved.

		In conclusion it was agreed that the approach would be for all Working Group Members to take the proposal of Run 2 as the basis of a Reference Case back to their colleagues for comment. In parallel, study team would seek to develop an alternate employment approach similar to that currently included in Run 2. Desire also for discussion with City Deal team to ensure there is alignment with between the economic elements of the respective reference cases, particularly regarding employment predictions. Agreement of Reference Case is critical to programme – as such a number of actions were agreed to take things forward over July with a view to sign off at the July Working Group meeting (see Action List).
		Discussions on Run 3 Future. GM identified that new housing needs assessment had identified that previous requirements were high in certain areas e.g. Fife and WLC. Generally accepting that future allocations for housing were not fully taken up. Interest in development sites such as Blindwells and Old Cockenzie in terms of employment – were these showing any employment take up – presumably not?

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Transport Group Meeting 16   Tuesday 30 June 2015

6	Programme	Programme will be updated once TELMoS runs are finalised. Agreement on Reference Case is on critical path.
7	Risk Register	Risk Register will be updated and recirculated TELMoS runs are finalised.
8	Other Group Member Updates	**SESplan** – MIR now verified by LAs. Consultation to start 21-July and end 30 September. Looking to have workshops around themes – the one for Better Connected Place is likely to be September time and would like for Transport Scotland/study team to support. SESplan Joint Committee received update on progress of study on 29/6. Concern was raised by some members that delay would impact the potential for the study to inform the SESplan Proposed Plan. As the SESplan Proposed Plan will set regional policy and inform LDPs, timing could be critical. SESplan Proposed Plan currently programmed for a May 2016 approval by the SESplan Joint Committee. A elected member workshop with planning and transport conveners on the identified impacts from the reference and future cases was suggested for autumn. This would help with member engagement and highlight the need for interventions and cross boundary developer contributions. **SEStran** – Preparing RTS Delivery Plan for which they have sent out request to all LAs to understand context of projects identified within RTS. Refreshed RTS is with Ministers but approval may depend on timing for New National Transport Strategy. **Fife** – LDP approved previous week, now going to examination. **City of Edinburgh** – The Edinburgh Local Development Plan in June was submitted to Scottish Ministers. An examination of the issues raised in representations to the Second Proposed version of the Plan is now underway. It is expected to report by February 2016. Its findings and recommendations will be binding and will result in the version of the Plan which is adopted. That is due to be in April 2016, depending on when the examination concludes. **West Lothian** – Aim to take Proposed Plan to August Committee. **Midlothian –** Consultation now closed. Received over 800 representations from approx. 400 parties which they are currently working through. Hope to report August/September. **Scottish Borders** – TBC. **East Lothian** – Working through MIR representations for end of May. Proposed Plan scheduled to be completed by October.

9	AOB	None.
10	Date of Next Meeting	Tuesday 4 August 2015

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Transport Group Meeting 16   Tuesday 30 June 2015

PRINCIPAL ACTION POINTS

Ref.	Date	Action	By Whom	Due Date
		SYSTRA to discuss real time bus data with SEStran/CEC	SYSTRA / SEStran / CEC	Ongoing
		Risk Register to be reissued	CH2M	Ongoing - after TELMoS completion
		Programme to be reviewed and key dates reissued.	CH2M	Ongoing - after TELMoS completion
		To ensure cognisance in modelling of revised timetables for Borders and Midlothian bus timetables/routes which are being reworked due to Borders Rail.	SYSTRA	
		DSC to provide Steering Group Members with: - Copy of Presentation - Additional information on Run 3 in terms of residential allocation taken up - Detail of sqm occupied by zone	DSC	Close of Play 3 July
		Steering Group Members to consult internally on recommendation of Run 2 as scenario for reference Case. Specifically around: 1. Do you agree that Run 2 or a derivative of Run 2 should be used as the reference case and Run 1 is rightfully discarded? 2. Does take up of full housing allocation seem achievable within your area? 3. What are your considerations around employment land take-up? If you would have expected a different development distribution than TELMOS is predicting – what is it and why?	ALL	Close of play 17 July
		Ensure that City of Edinburgh Council are briefed and able to respond.	CH2M/ DSC	
		Look to setting up meeting with City Deal team to determine whether similarities	SESplan	

		between economic elements of the respective Reference Cases.		
		Review comments and develop proposals for amended Run 2 to define reference case.	CH2M/ SYSTRA/ DSC	
		Prepare note for issue around Steering Group in advance of next meeting	CH2M/ SYSTRA/ DSC	
		Steering Group come prepared to sign-off if possible revised scenario.	Steering Group	

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Transport Group Meeting 16   Tuesday 30 June 2015

Working Group Membership

Transport Sub-Group Members	Contact Details		
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High Speed Rail Scotland Group Update   -   25/08/2015

1. HS2 Update

The **Birmingham Mail** [05/08/15] reported that three out of four Labour leadership candidates did not back HS2.

Andy Burnham MP, Shadow Health Secretary, said he wanted a Labour government to conduct a review of investment in the rail network. He said in a newspaper interview: "In my view the top transport priority for our country is east-west links rather than north-south or necessarily more investment in the capital."

Jeremy Corbyn MP appeared to come out against the scheme after a newspaper reported that he believed HS2 risked "turning our great regional cities into dormitories for London businesses."

There was some confusion after his campaign team said the comments were not currently his official position and he would speak further about HS2 and rail investment later in the campaign.

Yvette Cooper MP, the Shadow Foreign Secretary, has not spoken about HS2 but her campaign team said she was expected to warn that there were "questions to be asked about value for money" before the end of the leadership election.

Shadow Care Minister Liz Kendall MP appeared to be the only candidate clearly in favour of the scheme. A spokesman for her campaign said: "Liz is pro HS2".

The Rt Hon Patrick McLoughlin MP, Secretary of State for Transport, made the following remarks about the attitudes of the candidates for the leadership of the Labour party towards HS2 in an article for the **Daily Telegraph** [10/08/15]:

> Before the election Labour seemed content to duck the challenge. But in the ongoing leadership contest most of the candidates don't recognise there is a problem. Burnham, Cooper and Corbyn would all throw HS2 into jeopardy: a transformational project which promises to do more to rebalance our economy than a thousand leadership campaign gimmicks.

> Their obsessive focus on the narrow constituency of Labour members has made them anti-North and, in the words of Yvette Cooper 'anti-worker'.

The **Herald** reported [12/08/15]that the new MP for Glasgow South, Stewart McDonald, wanted to start a new conversation about how, with growing competition accelerated by increased devolution to England's northern cities, the economic dynamo that was London could benefit Scotland to help make it a "Scottish Powerhouse". The member of the Commons Transport Committee said:

Of course, having this major financial centre less than 400 miles away is a challenge but we need to be asking ourselves what are the opportunities in terms of business and, say, attracting international students to Scotland, as well as professionals, who might want to live and establish families in Scotland.

2. Media Update

The **Derby Telegraph** reported [12/08/15] that an action group formed to fight the potential siting of the HS2 East Midlands station in Breaston has disbanded after the idea was scrapped. The Derbyshire village was one of two options, alongside eventual choice Toton, for the development. Breaston 'Scrub the Hub' Action Group was formed to stop the suggestion from becoming reality.

3. High Speed Rail Scotland Group

Greengauge 21's National High Speed Rail Network conference will take place on Thursday 3rd September in central Glasgow. Chaired by Professor Iain Docherty from the University of Glasgow, the conference will be opened by Keith Brown, MSP Minister for Infrastructure, Investment and the Cities.

Duncan Sutherland will offer a perspective from HS2 Ltd, and Greengauge 21 Director Jim Steer will outline the business case evidence and the key policy choices for Anglo-Scottish HSR.

The latest conference programme can be downloaded **here**.
Confirmed speakers include:
- Keith Brown, MSP Minister for Infrastructure, Investment and the Cities
- Duncan Sutherland, Director, HS2 Ltd
- Jim Steer, Director, Greengauge 21
- Gareth Williams, Director of Policy, Scottish Council for Development and Industry
- Sir Richard Leese, Chair of Transport for the North Partnership Board and Leader, Manchester City Council
- Tony Rose, Infrastructure Director, Scottish Futures Trust
- Graham Leech, Group Commercial Director, Virgin Rail Group
- Jonathan Pugh, Strategic Planning and Franchising, Rail Delivery Group

Conference places are being taken up quickly so if you know anyone who would like tickets please invite them to visit the Greengauge **website** or email Deb Carson [deborah.carson@greengauge21.net] without delay.

4. Edinburgh- Glasgow High Speed Rail

No news of import to report.

Regional Transport Partnerships Joint Chairs Meeting
Held in the Macdonald Holyrood Hotel, Edinburgh on 4ᵗʰ June 2015 at 9.00am

Draft Minute of Meeting

Present:	Cllr Russell Imrie, SEStran
	Cllr James Stockan, HITRANS
	Cllr Ramsay Milne, Nestrans
	Cllr Tom McAughtrie, SWestrans
	Cllr John Kellas, Tactran
In attendance:	Ranald Robertson, HITRANS (RR)
	Derick Murray, Nestrans (DM)
	Alex Macaulay, SEStran (AM)
	Eric Guthrie, Tactran (EG)
	Neil MacRae, HITRANS (Minutes)
	Ewen Milligan, Transport Scotland (EM)
	Tom Davy, Transport Scotland (TD)
	George Eckton, CoSLA (GE)
	Harry Thompson, SWestran
Apologies:	Cllr Michael Stout, Chair, ZetTrans (Chair)
	Michael Craigie, ZetTrans (MC)
	Cllr Will Dawson, Tactran
	Cllr Tom McAughtrie, SWestrans
	Cllr James Coleman, SPT
	Bruce Kiloh, SPT

Item	**Action**

1. **Welcome and Apologies**
   Cllr Imrie welcomed everyone to Edinburgh and noted the apologies received above.

2. **Presentation by Abellio Scotrail and Network Rail**

   A presentation was provided by Phil Verster MD Abellio ScotRail / Network Rail Alliance. He was also joined by Rob Shorthouse and Nigel Wunsch of ScotRail / Network Rail Alliance. PV outlined the key principles and structures behind the Abellio franchise including key target of growing passenger figures from 91 million per annum to 129 million by the end of the 10 year franchise.

   Cllr Imrie welcomed Phil Verster's offer to engage closely with RTP's and discuss how suitable regional forums may be established to help tackle strategic issues.

   Action – RR to contact Rob Shorthouse to discuss structure of Regional Forums and other levels of engagement   **RR**

   RTP Chairs to invite Phil Verster to a RTP Chairs meeting on an annual basis

3.   **Minutes of the meeting held on 3rd December 2014**
The minutes were approved subject to the following amendment.

Item 3 (1), Page 2 – The sentence beginning 'Tactran have underlying concern…...' be amended to read 'There was a general underlying concern……'

Matters Arising

(i)   **TEN-T**
EG reported that he had made contact with Peter Balash of TEN-T who confirmed that he would be available to attend the RTP Chairs meeting scheduled for 16th Sept 2015. EG also confirmed that Brian Simpson of Motorways of the Sea would be available to meet with RTPs on 10th November 2015. Members agreed that both should be invited to attend future meetings on the dates proposed.

Action: EG to invite Peter Balash and Brian Simpson to the forthcoming RTP Chairs meetings as per above   **EG**

Items for Discussion/Decision

4.   **Roads Collaboration Board / Improvement Service**
AM provided an introduction to the enclosed paper including a legal view on RTP's role in Roads collaboration and Other Shared Services. It was agreed that provided a shared RTP position on the legal view can be established then a joint letter on behalf of the RTP Chairs should be sent to the appropriate persons within each Local Authority.

Action: AM to provide the contact details for the legal representatives who had signed off the legal view tabled in the meeting papers.   **AM**

Action: RTP Secretariat to draft letter for circulation to each Local Authority on behalf of the Chairs.   **RR**

5.   **Items for discussion with the Minister for Transport and Islands**

(i)   **National Transport Strategy (GE)**
(ii)   **RTP/SG/CoSLA Working Group Paper**
GE provided an introduction to the enclosed paper summarising the proposed refresh of the National Transport Strategy. GE stated that while his understanding was that the Ministers preference was for a high level refresh within a short timeframe, COSLA had highlighted the need for a complete review and would be recommending that a full review take place by 2018 notwithstanding the proposed refresh this year. GE highlighted the need for the NTS to address the Scottish Government's wider objectives of tackling inequality and

delivering economic growth as well as improving the links between transport and land use.

Discussion followed on how the recommendations of RTP/SG/CoSLA Working Group Paper would be impacted / feed into the NTS refresh and the impact of the NTS refresh on the approval process for those Regional Transport Strategies which were awaiting Ministerial sign off. EG questioned how it would be possible for NTS refresh to consider transport governance within proposed timescale.

DM highlighted importance of close relationship not only between NTS and Regional Transport Strategies but also Strategic Development Plans. The anticipated focus of the NTS refresh on improving transport delivery through Community Planning Partnerships and the RTP's key role within these partnerships both in the past and going forward was highlighted. EM confirmed that while there was no objection to the content of the joint Working Group paper it would be appropriate to delay finalising the document given announcement on NTS. A request for the close involvement of RTP's in the NTS refresh was highlighted.

Action: RR / EG to pull together short paper / slides with key themes from the RTP/SG Working Paper for circulation in advance of the meeting with the Minister on 11th June 2015.

RR/EG

6. **Active Travel / Behaviour Change Issues**

EG reported that he had met with Sustrans and Cycling Scotland and agreed the need to develop stronger relationships between the different organisations.

Action: EG to invite Cycling Scotland and Sustrans to a meeting in the autumn.

EG

7. **Rail Issues**

(i) **Smartcard Update (ES/BK)**

No report as SPT not present

(ii) **ECMA Report (AM)**

AM provided a verbal update following a recent ECMA meeting:

ECMA structure to be changed with more of a communications orientated focus in the future. Costs for a project manager to be shared.

(iii) **Winchburgh Tunnel Works**

No report as SPT not present

(iv) **Glasgow Queen Street Station Improvements**

No report as SPT not present

8. **Bus Issues**

(i) Bus Stakeholder Group / Bus Registration Process Update

TD provided an update on a number of issues including Bus Registration process consultation where consideration was being given to responses with the main issue of contention being around the merits of a 42 or 56 day period of notification.

Transport Scotland also currently reviewing role of SQP's. TD highlighted any change would require primary legislation but noted current developments in England following KPMG report and the proposed Bus Bill in the Queens Speech.

TD highlighted current key focus on pushing forward roll out of smart-ticketing within the bus sector. TD also highlighted need to promote existing bus policy guidance that was available on the Transport Scotland but that many were not aware of it.

Green Bus Fund – TD stated that future options for the fund were currently being considered and that this would take cognisance of Low Emission Strategy. Any solutions would need to consider how best to deliver targets within estimated fleet of 4000 vehicles and the turnover period of these vehicles. Role of BSOG also being considered as part of this review.

National Concessionary Travel Scheme – TD stated that cost implications of various modifications to the current scheme were being reviewed.

Bus Investment Fund – TD confirmed that the current allocation of funding had been committed. Consideration is being given to how criteria for the fund in future may be tightened or focussed on a particular area for future rounds.

9. Legal Advice on Council Board Members Input to Planning applications

Cllr Ramsay Milne and DM provided members with an overview of the enclosed Briefing note for the Nestrans Board. General discussion then followed on how each RTP had sought to avoid potential conflict of interest when considering planning applications or other quasi-judicial matters within their different organisations. EM said that he was keen to consider the implications given the preference for increasing RTP's role in the strategic Planning Process.

Action: EM to consider a response to the briefing note on behalf of Transport Scotland.   **EM**

10. AOB

Members agreed to accept the Transport Ministers invitation to reschedule a meeting with the RTP Chairs at the Scottish Parliament

on 11th June at 1400.

Action: Secretariat to co-ordinate a slide/s on key themes to help being focus to discussion with Minister.

RR

11.   Dates of next Meetings
15th / 16th September TACTRAN, with EG to arrange for TEN-T presentation

EG

Items for Noting
The Chair moved and it was agreed that the papers submitted for the following items be noted.

12.   EU Funding Update (GE)

14.   Highland ITP Project (RR)