SEStran South East of Scotland Transport Partnership

PARTNERSHIP BOARD MEETING **Agenda**
10:00AM FRIDAY 17TH JUNE 2016
CONFERENCE ROOM 1, VICTORIA QUAY, EDINBURGH, EH6 6QQ

Tea and coffee will be served from 9:30am and a buffet lunch will be served following the meeting.

ITEMS LIKELY TO BE CONSIDERED IN PRIVATE IN TERMS OF PART 1 OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973

i) **Chairing of SEStran**
ii) **Delegated Powers**

PUBLIC ITEMS

Welcome to New Partnership Director

1. Order Of Business

2. Apologies

3. Declarations of Interest

AGENDA A – POINTS FOR DECISION

A11. Royal Society of Arts – Inclusive Growth Commission – *Page 113*

AGENDA B – POINTS FOR NOTING

B1. Treasury Management Annual Report - *Page 117*

B2. SESplan Strategic Development Plan (SDP) – *Page 119*

B3. Minutes of the SESplan Cross Boundary Impacts Group – *Page 121*

B4. Consultation Responses by SEStran
    B4.1 Falkirk Council Community Partnership Delivery Plan – *Page 126*
    B4.2 Hitrans Regional Transport Strategy – Main Issues Report – *Page 129*

B5. Minutes of Sub-Groups
    B5.1 Access to Healthcare – 8th April 2016 – *Page 132*
    B5.2 Rail Forum – 22nd April 2016 – *Page 135*
    B5.3 Equalities Forum – 26th April 2016 – *Page 140*
    B5.4 Sustainable Transport Forum – 3rd May 2016 – *Page 143*
    B5.5 Bus Forum – 13th May 2016 – *Page 147*
    B5.6 Chief Officer Liaison Group –31st May 2016 – *Page 153*

B6 . Minutes of the Joint RTP Chairs – 2nd March 2016 – *Page 159*

4. AOCB

5. Date of Next Meeting
Friday 23rd September 2016 – Conference Room 1, Victoria Quay, Edinburgh, EH6 6QQ

PARTNERSHIP BOARD MEETING

**HELD IN CONFERENCE ROOM 1, VICTORIA QUAY, EDINBURGH, EH6 6QQ
ON FRIDAY, 18th MARCH 2016
10.00 A.M. – 12.10 P.M.**

PRESENT:

Name	Organisation Title
Councillor Russell Imrie (Senior Vice-Chair)	Midlothian Council
Charles Anderson	Non Councillor Member
Councillor Tony Boyle	West Lothian
Councillor Pat Callaghan (Vice Chair)	Fife Council
Councillor Ian Chisholm	Fife Council
Councillor Tom Coleman	Falkirk Council
Councillor Gordon Edgar (Vice Chair)	Scottish Borders Council
Phil Flanders	Non Councillor Member
Councillor Jim Fullarton	Scottish Borders
John Jack	Non Councillor Member
John Martin	Non Councillor Member
Councillor Derek Rosie	Midlothian Council
Sandy Scotland	Non Councillor Member
Barry Turner	Non Councillor Member

IN ATTENDANCE:

Name	Organisation Title
Craig Beattie	City of Edinburgh Council
Angela Chambers	SEStran
Andrew Ferguson	Fife Council, Sestran Secretary and Legal Adviser
Ken Gourlay	Fife Council
Joanne Gray	Scottish Government
Jim Grieve	SEStran
Trond Haugen	Advisor to SEStran
Graeme Johnstone	Scottish Borders Council
Alex Macaulay	SEStran Partnership Director
Daniel Melly	Audit Scotland
Brian Sharkie	City of Edinburgh Council
Iain Shaw	City of Edinburgh Council (for SEStran Treasurer)
Alastair Short	SEStran
Emily Whitters	SEStran

APOLOGIES FOR ABSENCE:

Councillor Donald Balsillie	Clackmannanshire Council
Graham Bell	Non Councillor Member
Cllr Stephen Bird	Falkirk Council
Councillor Irene Hamilton	Clackmannanshire Council
Councillor Bill Henderson	City of Edinburgh Council
Councillor Lesley Hinds (Vice Chair)	City of Edinburgh Council
Councillor Adam McVey	City of Edinburgh Council
Neil Renilson	Non Councillor Member
Tom Steele	Non Councillor Member
Councillor Michael Veitch	East Lothian Council
Julie Cole	Falkirk Council
Neil Dougall	Midlothian Council
Graeme Malcolm	West Lothian Council

In the absence of a Chair, Councillor Imrie took the chair for the meeting.
Prior to the commencement of formal business, the Board heard a presentation from Stuart Lockhart, on progress with One Ticket's activities.

ORDER OF BUSINESS

The Chair confirmed that the Order of Business was as per the agenda but confirmed that a replacement paper A11 had been tabled.

DECLARATIONS OF INTERESTS

None.

A1   MINUTES

The minutes of the Partnership Board meeting of 4th December, 2015 were agreed as a correct record of proceedings.

A2   MATTERS ARISING

None.

A3   MINUTES OF THE PERFORMANCE AND AUDIT COMMITTEE

The minutes of the Performance and Audit Committee of Friday, 4th March, 2016 were noted subject to the addition of the words "for the Transport Interchange Building" after "Scottish Property Awards 2016" on the first page.

A4   MATTERS ARISING

None.

A5.1 SUPPORTING PAPER TO DRAFT BUDGET 2016/17 FINANCIAL PLANNING REPORT

The Committee considered a report by Jim Grieve, Programme Manager, advising that SEStran have been successful in attracting additional funding from a variety of sources.

<u>Decision</u>

The Board noted the contents of the report.

A5.2 REVENUE BUDGET 2016/17

The Committee considered a report by Hugh Dunn, the Treasurer, presenting a revenue budget for 2016/17 for approval by the Board.

<u>Decision</u>

The Partnership Board:-

(i)   Approved the proposed core revenue and revenue projects budget for 2016/17, as detailed in appendices 1 and 2, and agreed that Hugh Dunn be authorised to requisition the individual constituent authorities for amounts as follows:

Clackmannanshire	£ 6,612
East Lothian	£13,183
Edinburgh	£63,649
Falkirk	£20,364
Fife	£47,443
Midlothian	£11,137
Scottish Borders	£14,731
West Lothian	<u>£22,884</u>
	<u>£200,000</u>

(ii)   Noted that financial planning for 2017/18 would be developed for consideration by the Partnership Board in Autumn 2016;

(iii)   Noted that the proposed budget was subject to a number of risks and that all income and expenditure of the Partnership would continue to be monitored closely with updates reported to each Partnership meeting.

A6.1 FINANCE OFFICER'S REPORT

The Committee considered a report by Hugh Dunn, Treasurer presenting the third update on financial performance of the core revenue budget of the Partnership for 2015/16, in accordance with the Financial Regulations of the Partnership.

Decision

The Partnership Board noted:-

(i)   that core expenditure in 2015/16 would underspend against the approved revenue budget of the Partnership by £16,000;

(ii)   all income and expenditure would continue to be monitored closely with updates reported at each Partnership meeting; and

(iii)   That the month end balance of indebtedness between the Partnership and City of Edinburgh Council and the reason for these balances was as identified at paragraph 2.7.

A6.2 ANNUAL TREASURY STRATEGY

The Partnership Board considered a report by Hugh Dunn, Treasurer proposing an Investment Strategy for 2016/17.

Decision

The Board approved the continuation of the current arrangement outlined in Appendix 1.

A7.   SESTRAN BUSINESS PLAN

The Committee considered a report by Alex Macaulay, Partnership Director presenting for the Board's approval on the draft Business Plan for the South East of Scotland Transportation Partnership setting out proposals for transport investment and activity for 2016/17. The Transport (Scotland) Act 2005 required the RTP to produce an annual business plan for submission to Scottish Government.

Decision

The Board:-

(a) approved the Business Plan subject to the approval of the related budget papers also presented to the Board; and

(b) agreed to a follow up visit to Fife to discuss the specific strategic transport projects for that area.

A8.   COMMUNITY PLANNING PARTNERSHIP

The Board considered a report by Alastair Short, Strategy Manager outlining the current position on Community Planning Partnerships and SEStran's involvement with them.

Decision.

The Board noted the contents of the report and agreed that any members willing to represent SEStran on any of the Community Planning Partnerships should contact the Strategy Manager as soon as possible.

A9.   CMA RAIL COMPETITION

The Board considered a report by Trond Haugen, Adviser to SEStran outlining the competition between rail operators, essentially extending the current competition for the market to more on-rail competition between operators in the market.

Decision

The Board:-

(i)   noted the report;

(ii)   agreed that the matter be referred to the Rail Forum for detailed consideration; and

(iii)   that the previous study which highlighted the disparity in rail fares between the SEStran area and other areas should be circulated to members for information.

A10.   SESTRAN THISTLE CARD PROGRESS REPORT

The Committee considered a report by Alastair Short, Strategy Manager outlining the progress of the SEStran Thistle Card.

Decision

The Board noted the progress with the development of the Thistle Card.

A11.   RAIL FRANCHISES

The Board considered a report by Trond Haugen, Adviser to SEStran regarding the update on the Rail Franchises.

Decision

The Board noted this report and instructed the director to continue liaising with Transport Scotland and the rail industry about the potential of greater synergy between the various operators in order to best meet the service requirements for existing and new stations.

A12.   PARTNERSHIP DIRECTOR RECRUITMENT

The Partnership Director indicated to the Partnership Board in December 2015 that he intends to retire on 30th April, 2016. This report advised the Board on the process of the recruitment for a new Partnership Director, including the creation under delegated powers of a recruitment sub-committee.

Decision

The Board:-

(i) approved the arrangements for recruitment of a Partnership Director; and

(ii) agreed to delegate authority to the recruitment sub-committee to make the appointment in advance of the June Board Meeting.

B1 PROJECTS REPORT

The Board considered a report by the Programme Manager on current projects.

Decision

The Board noted the contents of the report.

B2. NATIONAL TRANSPORT STRATEGY REFRESH INFORMATION REPORT

The Board considered a report by the Strategy Manager providing updated information on the National Transport Strategy.

Decision

The Board noted the publication of the National Transport Strategy-refresh.

B3. AUDIT SCOTLAND – AUDIT PLAN 2016/17

Decision

The Audit Plan was noted.

B4. SESTRAN STATIONS

The Board considered an update report on various bids from SEStran and the SEStran Authorities as well as the progress on developing the schemes. It also covered the progress on work to reopen the line to Levenmouth, Fife

Decision

The Board noted the report and agreed to SEStran's involvement in progressing the schemes.

B5. ORR RAIL STATION USAGE STATISTICS

The Board considered a report from Trond Haugen, Advisor to SEStran updating the Partnership Board on the statistics for usage of each station.

Decision/

Decision

The Board noted the contents of the report.

B6. **MINUTES OF SESPLAN CROSS BOUNDARY TRANSPORT AND LAND USE APPRAISAL**

The Board considered the minutes of the Transport and Land Use Appraisal Group.

Decision

The minutes were noted.

B7. **HIGH SPEED RAIL UPDATE**

The Board considered a report, updating it on the work of the High Speed Rail Scotland Group.

Decision

The Board noted the report.

B8.1 **DELIVERING THE GOODS – CONSULTATION TOWARDS RAIL FREIGHT STRATEGY**

Decision

The Board noted the comments on SEStran's response

B8.2 **SCOTLAND ROUTE STUDY CONSULTATION; RESPONSE BY SOUTH EAST SCOTLAND TRANSPORTATION PARTNERSHIP**

Decision

The Board noted the response.

B8.3 **RESPONSE BY SESTRAN TO THE SCOTTISH PARLIAMENTS' RURAL AFFAIRS, CLIMATE CHANGE.**

Decision

The Boarded noted the response.

B8.4 **RESPONSE BY SESTRAN TO FORTH CIRCLE RAIL LINK**

Decision

The Board noted the response.

B9 **MINUTES OF SUB-GROUPS**

The Board considered the minutes of the following meetings:-

B9.1   Chief Officer Liaison Group – 1st March, 2016

Decision

The Board noted the minute of the Sub-Group.

B11.   MINUTES OF THE JOINT RTP CHAIRS

The Minute of meeting held on 1st December, 2015 was noted.

4   AOCB

The Chair, on behalf of the Board, expressed his thanks and appreciation for Alex Macaulay, the retiring Partnership Director. The Chair mentioned in particular Alex's ability to make a positive change to the transportation sector in South East Scotland, despite the change to capital funding made in 2007; the implementation of the RTPI project and Alex's work as an ambassador and champion for the organisation through his networking and contacts.

In reply, Alex expressed his thanks for the support he had received over the years from the Board, and in particular the Chair; and his appreciation of the hard work and dedication of all of the staff, both senior and junior, had put into SEStran over the years.

5.   DATE OF NEXT MEETING

The Board noted the next meeting of the Partnership would take place on **Friday 17th June 2016, Conference Room 1, Victoria Quay, Edinburgh, EH6 6QQ.**

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SESTRAN APPOINTMENTS SUB-COMMITTEE - EDINBURGH.

Date: 24 March 2016   **Time: 11:00am**

PRESENT: Cllr Russell Imrie – Midlothian Council
                    Cllr Gordon Edgar – Scottish Borders Council
                    Mr John Martin – Non Councillor Member

ATTENDING: Ms Angela Chambers - SEStran

APPOINTMENT OF CHAIR

<u>Decision</u>

It was unanimously agreed that Councillor Imrie be appointed Chair of the Sub-Committee.

EXCLUSION OF PUBLIC AND PRESS

<u>Decision</u>

That under Section 50(A)(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 1 of Part I of Schedule 7A to the Act.

APPOINTMENT OF PARTNERSHIP DIRECTOR

There was submitted the Job Profile and application forms for the post of Partnership Director together with a candidate summary sheet.

<u>Decision</u>

The selected candidates listed in the appendix to the principal copy of this minute were short leeted for interview for the post of Partnership Director. It was noted that the interviews would be held between the 4 – 6 April 2016.

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SESTRAN APPOINTMENTS SUB-COMMITTEE - EDINBURGH.

Date: 6 April 2016   **Time: 15:30**

PRESENT: Cllr Russell Imrie (Chair)
                    Cllr Gordon Edgar
                    Mr John Martin

ATTENDING: Mr Alex Macaulay
                    Ms Angela Chambers

EXCLUSION OF PUBLIC AND PRESS

<u>Decision</u>

That under Section 50(A)(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 1 of Part I of Schedule 7A to the Act.

APPOINTMENT OF PARTNERSHIP DIRECTOR

There was submitted a note of the applicants to be interviewed for the post of Partnership Director, together with copies of the relevant application forms and job details.

<u>Decision</u>

Thereafter, the selected candidates listed in the appendix to the principal copy of this minute were interviewed and, following discussion, it was agreed that the post of Partnership Director be offered to Mr George Eckton at baseline of the CO salary grade advertised for the post .

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PERFORMANCE & AUDIT COMMITTEE MEETING

HELD IN SESTRAN OFFICES, MEETING ROOM 3D-34, VICTORIA QUAY, EDINBURGH, EH6 6QQ
ON FRIDAY, 3rd JUNE, 2016
10.00 A.M. – 11.20 A.M.

PRESENT:	Name	Organisation Title
Councillor	Gordon Edgar (Chair)	Scottish Borders Council
Councillor	Michael Veitch	East Lothian Council
	Sandy Scotland (Vice-Chair)	Non-Councillor Member
Councillor	Tony Boyle	West Lothian Council

IN ATTENDANCE:	Name	Organisation Title
	George Eckton	Partnership Director, SEStran
	Iain Shaw	City of Edinburgh Council (for Treasurer)
	Andrew Ferguson	SEStran/Fife Council (Secretary & Legal Adviser)
	Euan Millar	Audit Scotland

Action by

1. **ORDER OF BUSINESS**

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

2. **APOLOGIES**

   Apologies were received from John Jack, Marta Kuzma, and Councillor Nick Gardner.

3. **DECLARATIONS OF INTERESTS**

   No declarations of interest were made.

A1 **MINUTES**

   The minutes of the Performance & Audit meeting of Friday 4th March, 2016 were noted and approved as a correct record.

A2/

Action by

A2   MATTERS ARISING

None.

A3   UNAUDITED ANNUAL ACCOUNTS

The Committee considered a report by Iain Shaw, on behalf of the Treasurer, presenting the unaudited Annual Accounts for the year ended 31st March, 2016. An amendment to the unaudited financial statements was tabled.

<u>Decision</u>

The Committee noted:-

(i)   the unaudited Annual Accounts for 2015/16 and refered the Accounts to the Partnership Board for approval for submission to the Partnership's external auditors; and

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

IS

A4   LEGAL OFFICER'S REPORT – REVIEW OF GOVERNANCE DOCUMENTATION

The Committee considered a report by Andrew Ferguson, Secretary and Legal Adviser, SEStran. Mr. Ferguson updated members verbally on an additional proposal that, as part of the review, the opportunities for encouraging greater gender and other diversity be explored.

<u>Decision</u>

The Committee:-

(i)   noted the proposed review of the current governance documents;

(ii)   recommended to the Board that the issue of gender and other diversity be explored as part of the review; and

(iii)   noted the ongoing review work which will be taking place over the next few months.

AF/GE

A5./

Action by

A5. INTERNAL AUDIT PLAN

The Secretary and Legal Adviser introduced a report, relating to the proposed internal audit review, the scope of which was to assess the design and operating effectiveness of SEStran's controls relating to programme management.

The review was not as yet concluded, but Mr. Ferguson advised the Committee that concerns had been expressed by the internal auditors regarding the governance of the organisation, given the decision to not appoint a Chair to the Partnership in December, 2014.

Decision

The Committee noted the update and that a report on the governance issue would be reported to the Board.

AF/GE

A6. ANNUAL TREASURY MANAGEMENT REPORT

The Committee considered a report by Hugh Dunn on the Annual Treasury.

Decision

The Committee noted the Annual Report for 2015/16 and refered it to the next Board meeting.

A7. RISK REPORT

The Committee considered a report on the Risk Register.

Decision

The Committee noted the contents of the report.

4. ANY OTHER BUSINESS

The Committee noted the revised Standards Commission Guidance which had been circulated by e-mail, and agreed that it should be circulated to all Board members for information.

AF/AC

5. DATE OF NEXT MEETING

Decision

The Committee noted that the next meeting would be held on Friday 9th September, 2016 in 3D-34 Meeting Room, Victoria Quay, Edinburgh.

_____

1 Introduction

The purpose of this report is to present the unaudited Annual Accounts for the year ended 31st March, 2016.

2 Main Report

2.1 The unaudited Annual Accounts are presented to the Partnership Board in accordance with the Local Authority Accounts (Scotland) Regulations 2014. The Regulations requires that unaudited Annual Accounts for the year 2015/16 be presented to the Board no later than 30th June, 2016.

2.2 The Annual Accounts are subject to audit and the audited accounts, incorporating the Auditor's report, will require to be presented to the Performance and Audit Committee and Partnership Board by 30th September 2016.

2.3 The unaudited Annual Accounts for 2015/16 have been prepared in accordance with the Code of Practice on Local Authority Accounting, which is based on International Financial Reporting Standards (IFRS).

2.4 In accordance with the Local Authority Accounts (Scotland) Regulations 2014, following approval of the audited accounts by the Partnership Board in September 2016, the Statement of Responsibilities, Annual Governance Statement and Remuneration Report will be signed.

2.5 The draft Annual Governance Statement includes details of the Governance Framework and a review of its effectiveness, including the system of internal financial control. The Treasurer's opinion on the effectiveness of the Partnership's system of internal financial control is provided within the draft Annual Governance Statement on pages 6 to 8.

2.6 A Management Commentary is provided on pages 2 to 4 of the Annual Accounts. This includes key aspect of financial performance during the year.

3 Recommendations

It is recommended that the Partnership Board:

(i) approves the unaudited Annual Accounts for 2015/16 for submission to the Partnership's external auditors;

(ii) notes that the audited Annual Accounts, incorporating the Auditor's report, will be presented to the Performance and Audit Committee and Partnership Board in September 2016.

Hugh Dunn
Treasurer
June 2016

Appendices   Unaudited Annual Accounts 2015/16

Contact/tel/e-mail   Iain Shaw: 0131 469 3117 iain.shaw@edinburgh.gov.uk

Policy Implications	n/a
Financial Implications	n/a
Race Equalitied Implications	n/a
Gender Equalities	n/a
Disability Equalities Implications	n/a
Climate Change	n/a

The South East of Scotland Transport Partnership (SESTRAN)

Unaudited
Annual Accounts

2015/2016

The South East of Scotland Transport Partnership (SESTRAN)

C O N T E N T S

The South East of Scotland Transport Partnership (SESTRAN)

Management Commentary

1. Basis of Accounts

The Partnership prepares its Annual Accounts in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom. The Code of Practice is based on International Financial Reporting Standards (IFRS).

2. Statutory Background

The South East of Scotland Transport Partnership (SESTRAN) was established under the Regional Transport Partnerships (Establishment, Constitution and Membership) (Scotland) Order 2005. The Partnership came into force on 1st December 2005. Under Section 3 of the Transport (Scotland) Act 2005, the net expenses of SESTRAN, after allowing for government grant and any other income, are met by its constituent councils.

3. Corporate Strategy

The following is an introductory extract from the Transport (Scotland) Act 2005, which established the Partnership; one of seven Scottish Regional Transport Partnerships (RTPs):

"An Act of the Scottish Parliament to provide for the setting up and functions of the new transport bodies and to enable the Scottish Ministers to discharge certain transport functions; to provide further for the control and co-ordination of road works and for the enforcement of the duties placed on those who carry them out; to set up national concessionary fares schemes; and to make other, miscellaneous modifications of the law relating to transport."

The Partnership aims to develop a sustainable transportation system for South East Scotland that will enable business to function effectively, and provide everyone living in the region with improved access to healthcare, education, public services and employment opportunities. These aims are embodied in the Regional Transport Strategy (RTS).

The constituent councils of the Partnership are the City of Edinburgh, Clackmannanshire, East Lothian, Falkirk, Fife, Midlothian, Scottish Borders and West Lothian.

SEStran's Vision Statement is as follows:

"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."

4. Risks and Uncertainties

The principal risks and uncertainties faced by the Partnership fall into two categories.

Firstly, there is the funding uncertainty faced by all local authorities and RTPs. The Partnership has a range of statutory duties to enact. While every attempt is made to do this within the budget provided, budget reductions may make this less achievable resulting in a reduction in the quality of service provided.

The second category relates to changes in legislation leading to changes in the services to be delivered. This can create pressures from both a financial and organisational perspective.

5. Results for the Year

The Partnership is required to present its financial performance as a Comprehensive Income and Expenditure Statement. This can be seen on page 12. However, to show the net position of the Partnership and to allow comparison with the approved revenue budget, it is necessary to adjust the expenditure shown in the Comprehensive Income and Expenditure Statement to take account of a number of items where the statutory accounting requirements differ from the management accounting practice of the Partnership. These adjustments are detailed in Note 18.

20

The South East of Scotland Transport Partnership (SESTRAN)

Management Commentary (Contd.)

5. Results for the Year (Contd.)

The approved Revenue budget of the Partnership in 2015/16 was £3.164m. A comparison of the outturn position with the revised budget is summarised below:

	Revised Budget £'000	Outturn £'000	Variance £'000
Core Service	549	544	(5)
Revenue Projects	1,384	1,380	(4)
Capital Project	1,230	1,129	(101)
Interest	1	0	(1)
Total Expenditure 2015/16	**3,164**	**3,053**	**(111)**
Government Grant	(782)	(782)	0
Constituent Council Requisitions	(200)	(200)	0
Other Income - Revenue Projects	(1,044)	(1,157)	(113)
Other Income - Capital Project	(1,138)	(910)	228
Other Income - Conference	0	(5)	(5)
Total Income 2015/16	**(3,164)**	**(3,053)**	**111**

The Partnership incurred core service expenditure of £0.544m which was £5,000 below the revised Core Service revenue budget. Interest paid by the Partnership was £1,000 below budget.

The Partnership incurred net expenditure of £0.223m on revenue projects which was £117,000 under budget. This underspend reflected reduced expenditure on EU Projects (£0.045m) and Other Projects (£0.072m).

The Partnership received unbudgeted income from a conference of £5,000.

The Partnership also incurred expenditure of £1.129m on the RTPI capital project, funded principally by income from bus operators, the Bus Investment Fund and by the Partnership's underspend on the 2014/15 Revenue budget (see below).

Overall the Partnership had an underspend against the revenue budget of £87,000 which the Board, at its meeting on 4th December 2015, agreed would be used to meet future commitments on the RTPI project.

The Partnership carried forward a balance of £29,000 from an underspend on the 2014/15 Revenue budget for the RTPI project. During 2015/16, the Partnership claimed £776,000 from the Scottish Government's Bus Investment Fund in respect of expenditure on the RTPI capital project. The Partnership used both these funding contributions towards the project during 2015/16.

The Partnership spent £633,000 on vehicles, plant and equipment in 2015/16 towards operational equipment for the regional real-time bus passenger travel information system.

Non Financial Results

SEStran's Real Time Passenger Information (RTPI) programme was further expanded during 2015/16. During this year the system was modified to take RTPI from new ticket machines installed by Stagecoach. The on-bus equipment no longer required by Stagecoach was transferred to the First Scotland, East fleet; therefore all Stagecoach and First Buses operating within the SESTran area are now equipped with the RTPI facility. In addition, almost 150 TV screens, also showing RTPI, have been distributed throughout public buildings in the SEStran region.

SEStran has operated the Sustrans funded Regional Cycle Network Grant Scheme throughout financial year 2015/16 to encourage the development of the cycle network throughout the region. The funding has been used for various projects, including feasibility studies carried out in West Lothian, East Lothian, Fife and Edinburgh. An alternative region wide feasibility study was undertaken by Young Scot by engaging young people - the future users of the network. Infrastructure improvements include lighting projects in East Lothian and Edinburgh and signage improvements in Clackmannanshire and West Lothian. Finally, Falkirk Council installed cycle counters in order to monitor the number of cyclists.

Under the Sustainable Travel Awareness heading, grants of value between £3,000 to £25,000 have been awarded to Scottish Borders Council, Edinburgh University, Edinburgh College and "Changeworks".

Two European projects continued in 2015/16; the first entitled "Chums" and the second "Socialcar", both dealing with car pooling and linking to public transport. A third, mode sharing project entitled "Share-north", was won and initiated during 2015/16.

The South East of Scotland Transport Partnership (SESTRAN)

Management Commentary (Contd.)

6. Future Developments

On 18th March 2016, the Partnership's Board agreed a revenue budget for 2016/17, which made provision for £0.551m of core service costs and £1.069m of project expenditure in support of Regional Transport Strategy projects. The budget estimates £1.069m of external funding will be available for projects, of which £0.173m is for capital funded projects.

In recognition of the current financial constraints faced by public sector organisations, the 2016/17 budget makes provision for no increase in constituent council requisitions. Council and Scottish Government funding is confirmed for a period of one year. The Partnership is working towards identifying further cashable efficiency savings for 2017/18.

Where adequate funding is not forthcoming to be able to deliver the full RTS, the desired achievements will not be possible or, at best, be delayed.

However, the Partnership has proved to be resourceful in 2015/16 and in previous years in attracting additional funding. The Partnership intends, in future, to continue that trend and will take every opportunity to pursue avenues of potentially available sources of funding.

It is considered appropriate to adopt a going concern basis for the preparation of the Annual Accounts.

Senior Vice-Chair of Partnership Board: RUSSELL IMRIE   _____   Date signed: _____

Partnership Director: GEORGE ECKTON   _____   Date signed: _____

Treasurer: HUGH DUNN, CPFA   _____   Date signed: _____

The South East of Scotland Transport Partnership (SESTRAN)

STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS

The Partnership's Responsibilities   23

The Partnership is required:

- to make arrangements for the proper administration of its financial affairs and to secure that the proper officer has the responsibility for the administration of those affairs. In this Partnership, that officer is the Treasurer;
- to manage its affairs to secure economic, efficient and effective use of its resources and safeguard its assets;
- to ensure the Annual Accounts are prepared in accordance with legislation (The Local Authority Accounts (Scotland) Regulations 2014) and so far as is compatible with that legislation, in accordance with proper accounting practices (section 12 of the Local Government in Scotland Act 2003);
- to approve the Annual Accounts.

Senior Vice-Chair of
Partnership Board: RUSSELL IMRIE   _____   Date signed: _____

The Treasurer's Responsibilities

The Treasurer is responsible for the preparation of the Partnership's Annual Accounts in accordance with proper practices as required by legislation and as set out in the CIPFA / LASAAC Code of Practice on Local Authority Accounting in the United Kingdom ('the Code').

In preparing the Annual Accounts, the Treasurer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with legislation;
- complied with the Local Authority Accounting Code (in so far it is compatible with legislation)

The Treasurer has also:

- kept adequate accounting records which were up to date;
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

I certify that the Annual Accounts give a true and fair view of the financial position of the Partnership at the reporting date and the transactions of the Partnership for the year ended 31st March 2016.

Treasurer: HUGH DUNN, CPFA   _____   Date signed: _____

The South East of Scotland Transport Partnership (SESTRAN)

ANNUAL GOVERNANCE STATEMENT 2015/16

1. Scope of Responsibility

The South East of Scotland Transport Partnership's aim is to develop a transportation system for South East Scotland, as outlined in the Partnership's Regional Transport Strategy 2008 - 2023.

The Partnership is responsible for ensuring that its business is conducted in accordance with the law and appropriate standards, that public money is safeguarded and properly accounted for and used economically, efficiently, effectively and ethically. The Partnership also has a duty to make arrangements to secure continuous improvement in the way its functions are carried out.

In discharging these overall responsibilities, Elected Members and Senior Officers are responsible for implementing proper arrangements for the governance of the Partnership's affairs and facilitating the effective exercise of its functions, including arrangements for the management of risk.

The Partnership has approved and adopted a Local Code of Corporate Governance which is consistent with appropriate corporate governance principles and is supported by detailed evidence of compliance, which is regularly reviewed.

This statement explains how the Partnership delivers good governance and reviews the effectiveness of these arrangements. It also includes a statement on internal financial control in accordance with proper practice.

The Partnership's financial management arrangements conform to the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010).

2. The Partnership's Governance Framework

The governance framework comprises the systems and processes, and culture and values, by which the Partnership is directed and controlled, and its activities through which it accounts to, engages with and influences the community. It enables the Partnership to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services.

The framework reflects the arrangements in place to meet the six supporting principles of effective corporate governance:

- Focusing on the purpose of the Partnership and on outcomes for the community, and creating and implementing a vision for the local area;

- Members and officers working together to achieve a common purpose with clearly defined functions and roles;

- Promoting values for the Partnership and demonstrating the values of good governance through upholding high standards of conduct and behaviour;

- Taking informed and transparent decisions which are subject to effective scrutiny and managing risk;

- Developing the capacity and capability of members and officers to be effective;

- Engaging with local people and other stakeholders to ensure robust public accountability.

A significant part of the governance framework is the system of internal control which is based on an ongoing process designed to identify and manage the risks to the achievement of the Partnership's policies, aims and objectives. These are defined in the Partnership's Business Plan, which is updated annually. This will enable the Partnership to manage its key risks efficiently, effectively, economically and ethically.

The South East of Scotland Transport Partnership (SESTRAN)

ANNUAL GOVERNANCE STATEMENT 2015/16 (contd.)

Within the overall control arrangements the system of internal financial control is intended to ensure that assets are safeguarded, transactions are authorised and properly recorded, and material errors or irregularities are either prevented or would be detected within a timely period. It is based on a framework of regular management information, financial regulations, administrative procedures and management supervision.

While the system of internal control is designed to manage risk at a reasonable level it cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable, and not absolute, assurance of effectiveness.

3. **Determining the Partnership's purpose, its vision for the local area and intended outcomes for the Community**

The Partnership aims to develop a transportation system for South East Scotland which will enable business to function effectively and provide everyone living in the Region with improved access to health care, education, public services and employment opportunities. The vision for achieving this is outlined in the Regional Transport Strategy.

The Business Plan defines how to implement the aims of this strategy and the Annual Report provides a report of performance against objectives, targets and performance indicators as outlined in the Regional Transport Strategy.

4. **Review of Effectiveness**

The Partnership has put in place arrangements, detailed in the Local Code, for monitoring each element of the framework and providing evidence of compliance. A Principal Officer within the Partnership has been nominated to review the effectiveness of the Local Code and will report annually to the Partnership Board.

The review of the effectiveness of its governance framework including the system of internal financial control is informed by:

- the work of the Internal Auditors and the Head of Internal Audit's Annual Statement on the adequacy and effectiveness of the Partnership's system of internal financial control;

- the Partnership Director's Certificate of Assurance on internal control;

- the operation and monitoring of controls by Partnership managers;

- the External Auditors in their Annual Audit Report and other reports; and

- other inspection agencies comments and reports.

Through the year Elected Members and Officers have responsibility for the development and maintenance of the governance environment. These review mechanisms include:

- **The Partnership Board** provides strategic leadership, determines policy aims and objectives and takes executive decisions not delegated to officers. It provides political accountability for the Partnership's performance.

- **The Performance and Audit Committee** demonstrates the Partnership's commitment to the principles of good governance. It scrutinises the running of the Partnership and suggests improvements.

The South East of Scotland Transport Partnership (SESTRAN)

ANNUAL GOVERNANCE STATEMENT 2015/16 (contd.)

4. Review of Effectiveness (continued)

- **Internal Audit** provides an independent and objective assurance service to the Partnership by completing a programme of reviews throughout the year, to provide an opinion on the internal control, risk management and governance arrangements of South East of Scotland Transport Partnership.

- **Audit Scotland's Annual Audit Report** is considered by the Partnership Board and the Performance and Audit Committee along with the output from other external audits and inspections.

- **The Risk Management System** requires that risks are regularly reviewed by the Performance and Audit Committee and the Board. This ensures that actions are taken to effectively manage the Partnership's highest risks.

- **The Legal Officer** is responsible to the Partnership for ensuring that agreed procedures are followed and that all applicable statutes and regulations are complied with.

5. Certification

In compliance with accounting practice, the Treasurer has provided the Partnership Director with a statement on the adequacy and effectiveness of the Partnership's internal financial control system for the year ended 31st March 2016. It is the Treasurer's opinion that reasonable assurance can be placed upon the adequacy and effectiveness of the Partnership's internal control system.

During the year the Head of Internal Audit reviewed the robustness of the current corporate governance arrangements and systems of internal control and his findings are included in the Head of Internal Audit's Annual Report.

From this year's review there is evidence that the Code is operating effectively with overall compliance by the Partnership in all significant areas of its corporate governance arrangements.

Senior Vice-Chair of
Partnership Board: **RUSSELL IMRIE**   _____   Date signed: _____

Partnership Director: **GEORGE ECKTON**   _____   Date signed: _____

The South East of Scotland Transport Partnership (SESTRAN)

REMUNERATION REPORT

1. Remuneration Policy for Senior Employees

The Partnership's Board determines initial remuneration for the senior employees with reference to the level of responsibility of the post. The Partnership does not operate a Remuneration Committee.
Annual inflationary increases are based on those agreed by the Scottish Joint Negotiating Committee for Chief Officials of Local Authorities (Scotland).

2. Remuneration for Senior Councillors
The Partnership does not provide any remuneration to senior councillors.
Expenses paid to Board members are detailed in note 17 to the annual accounts.

3. Management of Remuneration Arrangements

The remuneration of the Partnership's employees is managed by the City of Edinburgh Council, as part of a service level agreement with the Partnership.

4. Officers Remuneration

The numbers of employees whose remuneration during the year exceeded £50,000 were as follows:

Remuneration Bands	2015/16	2014/15
£50,000 - £54,999	1	1
£85,000 - £89,999	0	1
£90,000 - £94,999	1	0

5. Senior Employees Remuneration

The remuneration paid to the Partnership's senior employee is as follows:

Name and Post Title	Salary, Fees and Allowances £'000	Total Remuneration 2015/16 £'000	Total Remuneration 2014/15 £'000
Alex Macaulay - Partnership Director	91	91	88
	91	91	88

The senior employee in the above table has responsibility for management of the Partnership to the extent that he has power to direct or control the major activities of the Partnership (including activities involving the expenditure of money), during the year to which the Report relates, whether solely or collectively with other persons.

6. Senior Employees Pension Entitlement

The pension entitlement of the Partnership's senior employee is as follows:

Name and Post Title	In-year pension contributions 2015/16 £'000	In-year pension contributions 2014/15 £'000		Accrued pension benefits As at 31 March 2016 £'000	Accrued pension benefits Difference from 31 March 2015 £'000
Alex Macaulay - Partnership Director	19	20	Pension	14	3
			Lump Sum	9	1
	19	20			

The senior employee shown in table above is a member of the Local Government Pension Scheme (LGPS).

27

The South East of Scotland Transport Partnership (SESTRAN)

REMUNERATION REPORT (contd.)

6. Senior Employees Pension Entitlement (contd.)

THE LGPS is a final salary pension scheme.
This means that pension benefits are based on the final year's pay and the number of years that person has been a member of the scheme.

The scheme's normal retirement age for employees is 65.

From 1 April 2009 a five tier contribution system was introduced with contributions from scheme members being based on how much pay falls into each tier. This is designed to give more equality between the cost and benefits of scheme membership. Prior to 2009 contribution rates were set at 6% for all non manual employees.

The tiers and members contributions rates for 2015-16 are as follows:

On earnings up to and including £20,500 (5.5%), on earnings above £20,500 and up to £25,000 (7.25%), on earnings above £25,000 and up to £34,400 (8.5%), on earnings above £34,400 and up to £45,800 (9.5%) and on earnings above £45,800 (12%).

If a person works part-time their contribution rate is worked out on the whole-time pay rate for the job, with actual contributions paid on actual pay earned.

There is no automatic entitlement to a lump sum. Members may opt to give up (commute) pension for lump sum up to the limit set by the Finance Act 2004. The accrual rate guarantees a pension based on 1/60th of final pensionable salary and years of pensionable service. (Prior to 2009 the accrual rate guaranteed a pension based on 1/80th and a lump sum based on 3/80th of final pensionable salary and years of pensionable service).

The value of the accrued benefits has been calculated on the basis of the age at which the person will first become entitled to receive a pension on retirement without reduction on account of its payment at that age; without exercising any option to commute pension entitlement into a lump sum; and without any adjustment for the effects of future inflation.

The pension figures shown relate to the benefits that the person has accrued as consequence of their total Regional Transport Partnership service.

All information disclosed in the tables at paragraphs 4, 5 and 6 in this Remuneration Report will be audited by Audit Scotland. The other sections of the Remuneration Report will be reviewed by Audit Scotland to ensure that they are consistent with the annual accounts.

Senior Vice-Chair of
Partnership Board: RUSSELL IMRIE   _____   Date signed: _____

Partnership Director: GEORGE ECKTON   _____   Date signed: _____

The South East of Scotland Transport Partnership (SESTRAN)

MOVEMENT IN RESERVES STATEMENT

This statement shows the movement in the year on different reserves held by the Partnership, analysed into "Usable Reserves" (that is, those that can be applied to fund expenditure) and "Unusable Reserves". The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the Partnership's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the Partnership.

2014/15 - Previous Year Year Comparative

	Usable Reserves			
	General Fund Balance	Total Usable Reserves	Unusable Reserves	Total Partnership Reserves
	£'000	£'000	£'000	£'000
❶ Opening Balances at 1 April 2014	0	0	3,687	3,687
❷ Movement in reserves during 2014/15				
Surplus or (Deficit) on Provision of Services	(57)	(57)	0	(57)
Other Comprehensive Expenditure and Income	0	0	(19)	(19)
Total Comprehensive Expenditure and Income	(57)	(57)	(19)	(76)
❸ Adjustments between accounting basis & funding basis under regulations (Note 6)	57	57	(57)	0
Net increase/decrease before transfers to Earmarked Reserves	0	0	(76)	(76)
❹ Transfers to/from Earmarked Reserves	0	0	0	0
Increase/Decrease in 2014/15	0	0	(76)	(76)
Balance at 31 March 2015 carried forward	0	0	3,611	3,611

2015/16 - Current Financial Year

	Usable Reserves			
	General Fund Balance	Total Usable Reserves	Unusable Reserves	Total Partnership Reserves
	£'000	£'000	£'000	£'000
❶ Opening Balances at 1 April 2015	0	0	3,611	3,611
❷ Movement in reserves during 2015/16				
Surplus or (Deficit) on Provision of Services	(297)	(297)	0	(297)
Other Comprehensive Expenditure and Income	0	0	211	211
Total Comprehensive Expenditure and Income	(297)	(297)	211	(86)
❸ Adjustments between accounting basis & funding basis under regulations (Note 6)	297	297	(297)	0
Net increase/decrease before transfers to Earmarked Reserves	0	0	(86)	(86)
❹ Transfers to/from Earmarked Reserves	0	0	0	0
Increase/Decrease in 2015/16	0	0	(86)	(86)
Balance at 31 March 2016 carried forward	0	0	3,525	3,525

The South East of Scotland Transport Partnership (SESTRAN)

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT 2015/16

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded by government grant, council requisitions and other income.

	2014/15				2015/16		
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	Services		Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
2,036	(1,066)	970	Highways and Transport Services		3,313	(2,071)	1,242
25	0	25	Corporate and Democratic Core		25	0	25
0	0	0	Non Distributed (Gains) / Costs		0	0	0
2,061	(1,066)	995	Cost Of Services		3,338	(2,071)	1,267
0	0	0	Other Operating Expenditure		0	0	0
73	(58)	15	Financing & Investment Income (Note 8)		59	(47)	12
0	(953)	(953)	Taxation and Non-Specific Grant Income (Note 9)		0	(982)	(982)
2,134	(2,077)	57	(Surplus) or Deficit on Provision of Services		3,397	(3,100)	297
			Other Comprehensive Income and Expenditure				
66	0	66	Change in Demographic Assumptions		0	0	0
185	0	185	Change in Financial Assumptions		0	(158)	(158)
0	(234)	(234)	Other Experience		0	(28)	(28)
2	0	2	Expected Return on Assets		0	(25)	(25)
253	(234)	19	Total Other Comprehensive Income and Expenditure		0	(211)	(211)
2,387	(2,311)	76	Total Comprehensive Income and Expenditure		3,397	(3,311)	86

The South East of Scotland Transport Partnership (SESTRAN)

BALANCE SHEET

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Partnership. The net assets of the Partnership (assets less liabilities) are matched by the reserves held by the Partnership. Reserves are reported in two categories. The first category of reserves are usable reserves, that is, those reserves that the Partnership may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use. The Partnership does not have powers to maintain a usable reserve. The second category of reserves are those that the Partnership is not able to use to provide services. This category of reserves include reserves that hold unrealised gains and losses (for example, the Capital Adjustment Account Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line "Adustments between accounting basis and funding basis under regulations".

31 March 2015 £'000		Notes	31 March 2016 £'000
3,990	Property, plant and equipment	10.1	3,716
3,990	Long term assets		3,716
1,294	Short-term debtors	12	1,146
84	Cash and cash equivalents	13	41
1,378	Current assets		1,187
(1,384)	Short-term creditors	14	(1,189)
(1,384)	Current liabilities		(1,189)
(373)	Other long-term liabilities (Pensions)	16.2	(189)
(373)	Long-term liabilities		(189)
3,611	Net assets/ (liabilities)		3,525
	Financed by:		
0	Usable reserves	15	0
3,611	Unusable reserves	16	3,525
3,611	Total reserves		3,525

The unaudited annual accounts were authorised for issue on the 17th June 2016 by the Treasurer to the Board, Hugh Dunn.

Treasurer: HUGH DUNN, CPFA   _____   Date signed: _____

Page 13

31

The South East of Scotland Transport Partnership (SESTRAN)

CASH FLOW STATEMENT

The Cash Flow Statement shows the changes in cash and cash equivalents of the Partnership during the reporting period. The statement shows how the Partnership generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flow arising from operating activities is a key indicator of the extent to which the operations of the Partnership are funded by way of government grant income, council requisitions and recipients of services provided by the Partnership. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Partnership's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (that is, borrowing) to the Partnership.

31 March 2015 £'000	31 March 2015 £'000		31 March 2016 £'000	31 March 2016 £'000
		OPERATING ACTIVITIES		
(307)		Government Grants	(488)	
(200)		Constituent Council Requisitions	(171)	
1		Interest paid/ (received)	1	
(1,003)		Other receipts from operating activities	(2,692)	
	(1,509)	Cash inflows generated from operating activities		(3,350)
410		Cash paid to and on behalf of employees	465	
387		Cash paid to suppliers of goods and services	2,295	
	797	Cash outflows generated from operating activities		2,760
	(712)	Net cash flows from operating activities		(590)
		INVESTING ACTIVITIES		
638		Purchase of property, plant and equipment	633	
	638	Net cash flows from investing activities		633
		FINANCING ACTIVITIES		
0		Other receipts from financing activities	0	
	0	Net cash flows from financing activities		0
	(74)	Net(increase)/ decrease in cash and cash equivalents		43
	10	Cash and cash equivalents at the beginning of the reporting period		84
	84	Cash and cash equivalents at the end of the reporting period (Note 13)		41

The South East of Scotland Transport Partnership (SESTRAN)

1.   STATEMENT OF ACCOUNTING POLICIES

1.1   Accounting Policies

The Annual Accounts summarises the Partnership's transactions for the 2015/16 financial year and its position at the year-end of 31 March 2016. The Partnership is required to prepare Annual Accounts by the Local Authority Accounts (Scotland) Regulations 2014 in accordance with proper accounting practices. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2015/16 and CIPFA's Service Reporting Code of Practice 2015/16 (SERCOP), supported by International Financial Reporting Standards (IFRS).

The Annual Accounts have been prepared on an historic cost basis.

1.2   Accruals of Expenditure and Income

The revenue account has been prepared on an accruals basis in accordance with the Code of Practice. Amounts estimated to be due to or from the Partnership, which are still outstanding at the year end, are included in the accounts. Government Grants have been accounted for on an accruals basis.

1.3   Operating Leases

a)   *Leased-in assets*
Rental payments under operating leases are charged to the Comprehensive Income and Expenditure Statement on a straight line basis over the life of the lease.

b)   *Leased-out assets*
The Partnership has not identified any leased-out assets that fall under the definition of operating leases.

1.4   Overheads

The cost of service in the Comprehensive Income and Expenditure Statement includes the Partnership's overheads.

1.5   Charges to the Comprehensive Income and Expenditure Statement for use of non-current assets

Charges are made to the Comprehensive Income and Expenditure Statement for the use of non-current assets, through depreciation charges. The aggregate charge to individual services is determined on the basis of the assets used in each service.

The South East of Scotland Transport Partnership (SESTRAN)

1. STATEMENT OF ACCOUNTING POLICIES (Contd.)

1.6 Employee Benefits

Pensions

The Partnership is an admitted body to the Local Government Pension Scheme (LGPS) which is administered by the Lothian Pension Fund. The LGPS is a defined benefit statutory scheme, administered in accordance with the Local Government Pension Scheme (Scotland) Regulations 1998, as amended.

The Annual Accounts have been prepared including pension costs, as determined under International Accounting Standard 19 – Employee Benefits (IAS 19). The cost of service in the Comprehensive Income and Expenditure Statement includes expenditure equivalent to the amount of retirement benefits the Partnership has committed to during the year. Pensions interest cost and the expected return on pension assets have been included in the "Surplus or Deficit on the Provision of Services" within the Comprehensive Income and Expenditure Statement.

The pension costs charged to the Comprehensive Income and Expenditure Statement in respect of employees are not equal to contributions paid to the funded scheme for employees. The amount by which pension costs under IAS19 are different from the contributions due under the pension scheme regulations are disclosed in the Movement in Reserves Statement for the General Fund.

Pension assets have been valued at bid value (purchase price), as required under IAS19.
Under pension regulations, contribution rates are set to meet 100% of the overall liabilities of the Fund.

Accruals of Holiday Leave

Cost of service includes a charge for annual leave to which employees are entitled, but have not taken as at the Balance Sheet date. The Partnership is not required to raise requisitions on constituent councils to cover the cost of accrued annual leave. These costs are therefore replaced by revenue provision in the Movement in Reserves Statement for the General Fund balance by way of an adjusting transaction with the Accumulated Absence Account.

1.7 Non Current Assets

a) *Intangible Assets*
Expenditure on assets that have no physical substance but are identifiable and controlled by the Partnership have been capitalised where a benefit of more than one financial year can be established. The balance is depreciated over the economic life of the asset to reflect the pattern of consumption of benefits. Intangible assets have been valued on an historic cost basis.

b) *Property, Plant and Equipment*
Property, Plant and Equipment is categorised into the following classes:
- Vehicles, plant and equipment;
- Assets under construction;

Recognition:
- Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment has been capitalised on an accruals basis;

The South East of Scotland Transport Partnership (SESTRAN)

1. STATEMENT OF ACCOUNTING POLICIES (Contd.)

1.7 Non Current Assets (contd)

b) *Property, Plant and Equipment*

Depreciation:
- Depreciation is provided on all Property, Plant and Equipment;

- The Partnership does not depreciate its Property, Plant and Equipment in the year of acquisition. Thereafter depreciation is provided on a straight line basis over the expected life of the asset. No depreciation is provided on Assets Under Construction.

Measurement:

Property, Plant and Equipment are included in the Balance Sheet at the lower of net current replacement cost or net realisable value in existing use, net of depreciation.

1.8 Government Grants and Other Contributions

Grants and other contributions relating to non-current assets are credited to a Capital Adjustment Account and written off to the Comprehensive Income and Expenditure Statement in line with the depreciation policy of the related assets.

Where there are conditions attached to capital grants and contributions that have not been met at the Balance Sheet date, the grant or contribution will be recognised as part of the Capital Grants Unapplied Account. Once the condition has been met, the grant or contribution will be transferred from the Capital Grants Unapplied Account and recognised as income in the Comprehensive Income and Expenditure Statement.

1.9 Provisions

Provisions are made for liabilities of uncertain timing or amount that have been incurred.

The value of provisions is based upon the Partnership's obligations arising from past events, the probability that a transfer of economic benefit will take place, and a reasonable estimate of the obligation.

1.10 Reserves

Reserves held on the Balance Sheet are classified as either usable or unusable. Unusable reserves cannot be applied to fund expenditure. Under the Transport (Scotland) Act 2005, the Partnership does not have the power to operate a General Fund reserve.

The Partnership operates the following unusable reserves:

a) *Pension Reserve*
The Partnership operates a Pensions Reserve Fund under the terms of the Local Government Pension Reserve Fund (Scotland) Regulations 2003. The Pension Reserve represents the net monies which the Partnership requires to meet its net pension liability as calculated under IAS 19, Employee Benefits.

The South East of Scotland Transport Partnership (SESTRAN)

1. STATEMENT OF ACCOUNTING POLICIES (Contd.)

1.10 Reserves (contd)

b) Capital Adjustment Account

The Capital Adjustment Account represents movement in the funding of assets arising either from capital resources such as capital receipts, or capital funded directly from revenue contributions.

c) Accumulated Absences Account

This represents the net monies which the Partnership requires to meet its short-term compensated absences for employees under IAS19.

1.11 Financial Instruments

Financial Assets

Loans and receivables are initially measured at fair value and carried at their amortised cost. Annual credits to the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument.

Surplus funds held on behalf of the Partnership are managed by the City of Edinburgh Council under a formal management agreement in a pooled investment arrangement.

1.12 Cash and Cash Equivalents

Cash and cash equivalents include:
· Credit and debit funds held in banks

1.13 Contingent Liabilities

A contingent liability arises where an event has taken place that gives the Partnership a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Partnership.

Contingent liabilities are not recognised in the Balance Sheet but disclosed in a note to the accounts.

1.14 Value Added Tax

VAT payable is included as an expense only to the extent that it is not recoverable from Her Majesty's Revenue and Customs.

1.15 Events After the Reporting Period

Events after the reporting period are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Annual Accounts are authorised for issue.

Two types of events can be identified:

i) those that provide evidence of conditions that existed at the end of the reporting period - the Annual Accounts are adjusted to reflect such events;

ii) those that are indicative of conditions that arose after the reporting period - the Annual Accounts are not adjusted to reflect such events, but where a category of events would have a material effect, disclosure is made in the notes of the nature of the events and their estimated financial effect.

Events taking place after the date of authorisation for issue are not reflected in the Annual Accounts.

The South East of Scotland Transport Partnership (SESTRAN)

1.   STATEMENT OF ACCOUNTING POLICIES (Contd.)

1.16   Short term Debtors and short term Creditors

The revenue transactions of the Partnership are recorded on an accruals basis which means that amounts due to or from the Partnership, but still outstanding at the year end, are included in the accounts. Where there was insufficient information available to provide actual figures, estimates have been included.

1.17   Changes in Accounting Policies and Estimates and Errors

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the Partnership's financial position or performance.

Changes in accounting estimates are accounted for prospectively; i.e. in the current and future years affected by the change.

Material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period.

2.   ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT NOT YET ADOPTED

The Code requires the disclosure of information relating to the impact of an accounting change that will be required by a new standard that has been issued but not yet adopted.

This applies to the adoption of the following new or amended standards within the 2016/17 Code:

- Amendments to IAS 19 Employee Benefits (Defined Benefit Plans: Employee Contributions).
- Annual Improvements to IFRSs 2010 – 2012 Cycle .
- Amendment to IFRS 11 Joint Arrangements (Accounting for Acquisitions of Interests in Joint Operations).
- Amendment to IAS 16 Property, Plant and Equipment and IAS 38 Intangible Assets (Clarification of Acceptable Methods of Depreciation and Amortisation).
- Annual Improvements to IFRSs 2012 – 2014 Cycle.
- Amendment to IAS 1 Presentation of Financial Statements (Disclosure Initiative).
- The changes to the format of the Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement and the introduction of the new Expenditure and Funding Analysis.

Overall, the above amendments are not expected to have a material impact on the Annual Accounts.

However, in the 2016/17 year the comparator 2015/16 Comprehensive Income and Expenditure Statement and the Movement in Reserves Statement must reflect the new formats and reporting requirements as a result of the Telling the Story review of the presentation of local authority financial statements.

The South East of Scotland Transport Partnership (SESTRAN)

3. CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES

In applying the accounting policies set out in Note 1, the Partnership has had to make certain judgements about complex transactions or those involving uncertainty about future events.
The critical judgements made in the Annual Accounts are:
- There is high degree of uncertainty about future levels of funding for local government. The Partnership has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Partnership might be impaired as a result of a need to reduce levels of service provision.

4. ASSUMPTIONS MADE ABOUT THE FUTURE AND OTHER MAJOR SOURCES OF ESTIMATION UNCERTAINTY

The Annual Accounts contains estimated figures that are based on assumptions made by the Partnership about the future or events that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

The items in the Partnership's Balance Sheet at 31 March 2016 for which there is a significant risk of material adjustment in the forth coming financial year are:

4.1 Pension Liabilities

Uncertainties
Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Partnership with expert advice about the assumptions to be applied.

Effect if Actual Result Differs from Assumptions
The effects on the net pensions liability of changes in individual assumptions can be measured.
For instance, a 0.5% decrease in the discount rate assumption would result in an increase in the pension liability of £164,000.
However, the assumptions interact in complex ways. During 2015/16, the Partnership's actuaries advised that the net pensions liability had decreased by £184,000. This is as a result of an increase in the net discount rate over this period, the positive impact of which has outweighed the likely lower than expected asset returns.

5. EVENTS AFTER THE BALANCE SHEET DATE

The Unaudited Annual Accounts were authorised for issue on 17 June 2016. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2016, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

The financial statements and notes have not been adjusted for the following events, which took place after 31 March 2016, as the event provides information that is relevant to an understanding of the Partnerships's financial position, but does not relate to conditions at that date:

- On 25th May 2016, First Scotland East Ltd announced proposals to cease bus operations in East Lothian from 14 August 2016, close depots in North Berwick and Musselburgh and reduce services in the Scottish Borders. The Partnership has equipped approximately 350 buses in the First Scotland East fleet with Real Time Passenger information equipment. At the date of issue of the Unaudited Annual Accounts, there is a degree of uncertainty as to whether this equipment, on a proportion of the fleet yet to be determined following a consultation process, will continue to be operational from 14 August 2016.

- The Partnership's Director, Alex Macaulay, retired on 30 April 2016. The new Partnership Director, George Eckton, was appointed in April and will take up his duties on 1 June 2016.

The South East of Scotland Transport Partnership (SESTRAN)

6. ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS

This note details the adjustments that are made to the total Comprehensive Income and Expenditure Statement recognised by the Partnership in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Partnership to meet future capital and revenue expenditure.

2015/16	Usable Reserves General Fund Balance	Unusable Reserves Capital Adjustment Account	Accumulated Absence Account	Pension Reserve	Movement in Unusable Reserve
	£'000	£'000	£'000	£'000	£'000
Adjustments primarily involving the Capital Adjustment Account					
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement (CIES)					
Charges for depreciation and impairment of non-current assets	907	(907)			(907)
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement (CIES)					
Contributions credited to the CIES that have been applied to capital financing	(633)	633			633
Adjustments primarily involving the Pensions Reserve					
Reversal of items relating to retirement benefits debited or credited to the CIES	85			(85)	(85)
Employer's pension contributions and direct payments to pensioners payable in the year	(58)			58	58
Adjustments primarily involving the Accumulated Absence Account					
Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(4)		4		4
Total Adjustments	297	(274)	4	(27)	(297)

The South East of Scotland Transport Partnership (SESTRAN)

6. ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS (Contd.)

This note details the adjustments that are made to the total Comprehensive Income and Expenditure Statement recognised by the Partnership in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Partnership to meet future capital and revenue expenditure.

2014/15	Usable Reserves	Unusable Reserves			
	General Fund Balance	Capital Adjustment Account	Accumulated Absence Account	Pension Reserve	Movement in Unusable Reserve
	£'000	£'000	£'000	£'000	£'000
Adjustments primarily involving the Capital Adjustment Account					
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement (CIES)					
Charges for depreciation and impairment of non-current assets	675	(675)			(675)
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement (CIES)					
Contributions credited to the CIES that have been applied to capital financing	(638)	638			638
Adjustments primarily involving the Pensions Reserve					
Reversal of items relating to retirement benefits debited or credited to the CIES	78			(78)	(78)
Employer's pension contributions and direct payments to pensioners payable in the year	(56)			56	56
Adjustments primarily involving the Accumulated Absence Account					
Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(2)		2		2
Total Adjustments	57	(37)	2	(22)	(57)

The South East of Scotland Transport Partnership (SESTRAN)

7. TRANSFERS TO/FROM EARMARKED RESERVES

The Partnership does not have powers for an earmarked reserve to be set aside from the General Fund to provide financing for future expenditure plans.

8. FINANCING AND INVESTMENT INCOME

	2015/16 £'000	2014/15 £'000
Interest income on plan assets	(47)	(58)
Pensions interest cost	59	72
Other Interest	0	1
	12	15

9. TAXATION AND NON SPECIFIC GRANT INCOMES

	2015/16 £'000	2014/15 £'000
Government Grant	(782)	(782)
Constituent Council Requisitions	(200)	(171)
	(982)	(953)

41

The South East of Scotland Transport Partnership (SESTRAN)

10. PROPERTY, PLANT AND EQUIPMENT

10.1 Movements on balances:

Movements in 2015/16

Cost or Valuation	Vehicles Plant and Equipment £'000	Assets Under Construction £'000	Property Plant and Equipment £'000
At 1st April 2015	4,734	130	4,864
Additions	633	0	633
Revaluation increases/(decreases) recognised in Revaluation Reserve	0	0	0
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	0	0	0
Assets reclassified (to)/from Held for Sale	0	0	0
Other movements	130	(130)	0
At 31st March 2016	5,497	0	5,497

Accumulated Depreciation			
At 1st April 2015	(874)	0	(874)
Depreciation charge	(907)	0	(907)
Depreciation written out to Revaluation Reserve	0	0	0
Depreciation written out to the Surplus/Deficit on the Provision of Services	0	0	0
Derecognition - disposals	0	0	0
Other movements in depreciation	0	0	0
At 31st March 2016	(1,781)	0	(1,781)

Net Book Value			
· at 31st March 2016	3,716	0	3,716
· at 31st March 2015	3,860	130	3,990

The South East of Scotland Transport Partnership (SESTRAN)

10. PROPERTY, PLANT AND EQUIPMENT (Contd.)

10.2 Movements on balances:

Comparative Movements in 2014/15

Cost or Valuation	Vehicles Plant and Equipment £'000	Assets Under Construction £'000	Total Property Plant and Equipment £'000
At 1st April 2014	3,578	648	4,226
Additions	508	130	638
Revaluation increases/(decreases) recognised in Revaluation Reserve	0	0	0
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	0	0	0
Assets reclassified (to)/from Held for Sale	0	0	0
Other movements	648	(648)	0
At 31st March 2015	4,734	130	4,864
Accumulated Depreciation			
At 1st April 2014	(199)	0	(199)
Depreciation charge	(675)	0	(675)
Other movements in depreciation	0	0	0
At 31st March 2015	(874)	0	(874)

10.3 Depreciation

The following useful lives have been used in the calculation of depreciation:
  · Vehicles, plant and equipment: 4 - 5 years
The Partnership does not depreciate its Property, Plant and Equipment in the year of acquisition.

10.4 Capital Commitments

Having purchased and stored digital display equipment during 2015/16, work will continue during 2016/17 to roll-out the facility into more public buildings throughout the region, at a cost of £47,000.

It is also intended to bring a number of the smaller operators into the RTPI system, using SEStran funds of £150,000 to further the develop the system and to encourage investment in the necessary equipment by the operators themselves.

10.5 Heritage Assets

The Partnership does not have any heritage assets.

11. FINANCIAL INSTRUMENTS

11.1 The following categories of financial instrument are carried in the Balance Sheet:

	Long-term		Current	
	31st March 2016 £'000	31st March 2015 £'000	31st March 2016 £'000	31st March 2015 £'000
Investments				
Loans and receivables	0	0	1,132	1,196
Borrowings				
Financial liabilities at amortised cost	0	0	984	1,223

11.2 The gains and losses recognised in the Comprehensive Income and Expenditure Account in 2015/16 in relation to financial instruments are made up as follows:

Income, Expenses, Gains and Losses

	Financial Liabilities measured at amortised cost 31st March 2016 £'000	Financial Assets Loans and receivables 31st March 2016 £'000	Total 31st March 2016 £'000	Financial Liabilities measured at amortised cost 31st March 2015 £'000	Financial Assets Loans and receivables 31st March 2015 £'000	Total 31st March 2015 £'000
Interest expense	0	0	0	1	0	1
Interest income	0	0	0	0	0	0
Net gain/(loss) for the year	0	0	0	1	0	1

11.3 Fair Values of Assets and Liabilities

The financial assets represented by loans and receivables are carried in the Balance Sheet at amortised cost. Since all of the Partnership's loans and receivables mature within the next 12 months, the carrying amount has been assumed to approximate to fair value. The fair value of trade and other receivables is taken to be the invoiced or billed amount.

The fair values calculated are as follows:

	31 March 2016		31 March 2015	
Financial Liabilities	Carrying Amount £'000	Fair Value £'000	Carrying Amount £'000	Fair Value £'000
Trade creditors	984	984	1,223	1,223

	31 March 2016		31 March 2015	
Financial Assets	Carrying Amount £'000	Fair Value £'000	Carrying Amount £'000	Fair Value £'000
Loans and receivables	1,126	1,126	1,196	1,196
Trade debtors	6	6	0	0
	1,132	1,132	1,196	1,196

The South East of Scotland Transport Partnership (SESTRAN)

12. DEBTORS

	31st March 2016 £'000	31st March 2015 £'000
Debtors:		
Central government bodies	769	475
Other local authorities	(3)	0
HM Customs and Excise - VAT	69	55
Other entities and individuals	311	764
	1,146	1,294

13. CASH AND CASH EQUIVALENTS

The balance of cash and cash equivalents is made up of the following elements:

	31st March 2016 £'000	31st March 2015 £'000
Cash held by the Partnership	0	0
Bank accounts	41	84
	41	84

14. CREDITORS

	31st March 2016 £'000	31st March 2015 £'000
Central government bodies	(3)	0
Other local authorities	(203)	(164)
Other entities and individuals	(981)	(1,214)
Employee costs	(2)	(6)
	(1,189)	(1,384)

15. USABLE RESERVES

The Partnership does not have statutory powers to operate a usable reserve.

The South East of Scotland Transport Partnership (SESTRAN)

16. UNUSABLE RESERVES

		31st March 2016 £'000	31st March 2015 £'000
16.1	Capital Adjustment Account	3,716	3,990
16.2	Pension Reserve	(189)	(373)
16.3	Accumulated Absence Account	(2)	(6)
		3,525	3,611

16.1 Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions.

The Account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the Partnership as finance for the costs of acquisition, construction and enhancement.

	2015/16 £'000	2014/15 £'000
Balance at 1st April	3,990	4,027
Reversal of items related to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:		
· Charges for depreciation and impairment of non-current assets	(907)	(675)
· Amortisation of intangible assets	0	0
Net written out amount of the cost of non-current assets consumed in year	3,083	3,352
Capital financing applied in the year:		
· Contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	633	638
Balance at 31st March	3,716	3,990

16.2 Pension Reserve

The Pension Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Partnership accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Partnership makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a shortfall in the benefits earned by past and current employees and the resources the Partnership has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

The South East of Scotland Transport Partnership (SESTRAN)

16. UNUSABLE RESERVES (Contd.)

16.2 Pension Reserve (Contd.)

	2015/16 £'000	2014/15 £'000
Balance at 1st April	(373)	(332)
Actuarial losses or (gains) on pension assets and liabilities	0	0
Remeasurements of the net defined benefit liability / (asset)	211	(19)
Reversals of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement.	(85)	(78)
Employer's pension contributions and direct payments to pensioners payable in the year.	58	56
Balance at 31st March	(189)	(373)

16.3 Accumulated Absence Account

The Accumulated Absence Account absorbs the differences that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year, for example, annual leave entitlement carried forward at 31st March. Statutory arrangements require that the impact on the General Fund balance is neutralised by transfers to or from the Account.

	2015/16 £'000	2014/15 £'000
Balance at 1st April	(6)	(8)
Settlement or cancellation of accrual made at the end of the preceding year	6	8
Amounts accrued at the end of the current year	(2)	(6)
Balance at 31st March	(2)	(6)

17. MEMBERS EXPENSES

The Partnership paid the following amounts to members during the year:

	2015/16 £'000	2014/15 £'000
Expenses	1	1
	1	1

The South East of Scotland Transport Partnership (SESTRAN)

18. AMOUNTS REPORTED FOR RESOURCE ALLOCATION DECISIONS

The analysis of income and expenditure by service on the face of the Comprehensive Income and Expenditure Statement is that specified by SERCOP.

However decisions about resource allocation are taken by the Partnership's Board on the basis of budget reports analysed across functions. These reports are prepared on a different basis from the accounting policies used in the Annual Accounts. In particular:

· no charges are made in relation to capital expenditure (whereas depreciation, revaluation and impairment losses in excess of the balance on the Revaluation Reserve and amortisations are charged to services in the Comprehensive Income and Expenditure Statement),

· the cost of retirement benefits is based on cash flows (payments of employer's pensions contributions) rather than current service cost of benefits accrued in the year,

· expenditure on some support services is budgeted for centrally and not charged to projects

The income and expenditure of the Partnership's principal functions recorded in the budget reports for the year is as follows:

Segmental Income and Expenditure 2015/16	Core Service £'000	Projects £'000	Total £'000
Fees, charges & other service income	0	(2,071)	(2,071)
Interest and investment income	0	0	0
Government grants	(350)	(432)	(782)
Constituent Council requisitions	(200)	0	(200)
Total Income	**(550)**	**(2,503)**	**(3,053)**
Employee expenses	269	0	269
Other service expenses	222	0	222
Support service recharges	53	0	53
Project costs	0	2,509	2,509
Total Expenditure	**544**	**2,509**	**3,053**
Net Expenditure	**(6)**	**6**	**0**

Segmental Income and Expenditure 2014/15	Core Service £'000	Projects £'000	Total £'000
Fees, charges & other service income	0	(1,066)	(1,066)
Interest and investment income	0	0	0
Government grants	(266)	(516)	(782)
Constituent Council requisitions	(200)	0	(200)
Total Income	**(466)**	**(1,582)**	**(2,048)**
Employee expenses	227	0	227
Other service expenses	173	0	173
Support service recharges	54	0	54
Project costs	0	1,594	1,594
Total Expenditure	**454**	**1,594**	**2,048**
Net Expenditure	**(12)**	**12**	**0**

The South East of Scotland Transport Partnership (SESTRAN)

18. AMOUNTS REPORTED FOR RESOURCE ALLOCATION DECISIONS (Contd.)

Reconciliation of Segmental Income and Expenditure to Cost of Services in the Comprehensive Income and Expenditure Statement

This reconciliation shows how the figures in the analysis of the segmental income and expenditure relate to the amounts included in the Comprehensive Income and Expenditure Statement.

	2015/16 £'000	2014/15 £'000
Net expenditure in the Segmental Analysis	0	0
Amounts in the Comprehensive Income and Expenditure Statement not reported to management in the Segmental Analysis	285	42
Amounts in the Segmental Analysis not included in the Comprehensive Income and Expenditure Statement *	982	982
Cost of Services in Comprehensive Income and Expenditure Statement	1,267	1,024

(* investment income, government grant and Council requisitions are presented differently in the Comprehensive Income and Expenditure Statement)

Reconciliation to Subjective Analysis

This reconciliation shows how the figures in the analysis of segmental income and expenditure relate to a subjective analysis of the Surplus or Deficit on the Provision of Services included in the Comprehensive Income and Expenditure Statement.

2015/16	Segmental Analysis £'000	IFRS Gross Up £'000	Not Reported to Mgmt £'000	Not Included in CIES £'000	Cost of Services £'000	Corporate Amounts £'000	Total £'000
Reconciliation to Subjective Analysis							
Fees, charges & other service income	(2,071)				(2,071)		(2,071)
Interest and investment income	0			0	0	0	0
Government grants	(782)			782	0	(782)	(782)
Constituent Council requisitions	(200)			200	0	(200)	(200)
Expected return on pensions assets					0	(47)	(47)
	(3,053)	0	0	982	(2,071)	(1,029)	(3,100)
Employee expenses	269	170	(4)		435		435
Other operating expenses	222				222		222
Support services	53				53		53
Project costs	2,509	(170)			2,339		2,339
Contributions credited to the CIES that have been applied to capital financing			(633)		(633)		(633)
Depreciation			907		907		907
Pensions/ Other interest cost			0		0	59	59
Reversal of employer pension contributions			(58)		(58)		(58)
Actuarial valuation of employer pension contributions			73		73		73
	3,053	0	285	0	3,338	59	3,397
(Surplus) or Deficit on the provision of service	0	0	285	982	1,267	(970)	297

The South East of Scotland Transport Partnership (SESTRAN)

18. AMOUNTS REPORTED FOR RESOURCE ALLOCATION DECISIONS (Contd.)

2014/15	Segmental Analysis £'000	IFRS Gross Up £'000	Not Reported to Mgmt £'000	Not Included in CIES £'000	Cost of Services £'000	Corporate Amounts £'000	Total £'000
Reconciliation to Subjective Analysis							
Fees, charges & other service income	(1,066)				(1,066)		(1,066)
Interest and investment income	0			0	0	0	0
Government grants	(782)			782	0	(782)	(782)
Constituent Council requisitions	(200)		29	200	29	(200)	(171)
Expected return on pensions assets					0	(58)	(58)
	(2,048)	0	29	982	(1,037)	(1,040)	(2,077)
Employee expenses	227	190 .	(2)		415		415
Other operating expenses	173				173		173
Support services	54				54		54
Project costs	1,594	(190)	(29)		1,375		1,375
Contributions credited to the CIES that have been applied to capital financing			(638)		(638)		(638)
Depreciation			675		675		675
Pensions interest cost			(1)		(1)	73	72
Reversal of employer pension contributions			(56)		(56)		(56)
Actuarial valuation of employer pension contributions			64		64		64
	2,048	0	13	0	2,061	73	2,134
(Surplus) or Deficit on the provision of service	0	0	42	982	1,024	(967)	57

The South East of Scotland Transport Partnership (SESTRAN)

19. EXTERNAL AUDIT COSTS

The Partnership has incurred the following costs in relation to the audit of the Annual Accounts, certification of grant claims, and statutory inspections and to non-audit services provided by the Partnership's external auditors:

Fees payable in respect of:	2015/16 £'000	2014/15 £'000
· external audit services carried out by the appointed auditor for the year	9	9
	9	9

20. GRANT INCOME

The Partnership credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2015/16:

	2015/16 £'000	2014/15 £'000
Credited to Taxation and Non Specific Grant Income		
Scottish Government - Revenue Grant	(782)	(782)
Constituent Council Requisitions (Note 21.3)	(200)	(200)
	(982)	(982)
Credited to Services		
EU Grant - Lo Pinod	0	(55)
EU Grant - I Transfer	0	(21)
EU Grant - Foodport	0	(7)
EU Grant - Weastflows	0	(32)
EU Grant - CHUMS	(27)	(30)
EU Grant - NWE Ride	(5)	(16)
EU Grant - Social Car	(14)	0
Bus Investment Fund Grant - RTPI	(768)	(578)
Contribution - City of Edinburgh Council	(8)	(3)
Contribution - Midlothian Council	0	(1)
Contribution - Fife Council	(2)	(4)
Contribution - East Lothian Council	(468)	(1)
Contribution - Scottish Borders Council	(468)	(1)
Contribution - Perth & Kinross Council	(2)	(3)
Contribution - West Lothian Council	(14)	0
Contribution - SUSTRANS	(94)	(99)
Contribution - HITRANS	(1)	0
Contribution - NESTRANS	(3)	0
	(1,874)	(851)

The South East of Scotland Transport Partnership (SESTRAN)

21. RELATED PARTIES

The Partnership is required to disclose material transactions with related parties - bodies or individuals that have the potential to control or influence the Partnership or to be controlled or influenced by the Partnership. Disclosure of these transactions allows readers to assess the extent to which the Partnership might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Partnership.

21.1 Scottish Government

The Partnership receives grant-in-aid revenue funding through the Scottish Government.
Grants received from the Scottish Government are set out in the subjective analysis in Note 20.

21.2 Members

Members of the Partnership have direct control over the Partnership's financial and operating policies.
The total of members' expenses paid by the Partnership in 2015-16 is shown in Note 17.

21.3 Other Parties

During the year, the Partnership entered into the following transactions with related parties:

	2015/16 £'000	2014/15 £'000
· Revenue Expenditure - Support Services		
City of Edinburgh Council - Financial Services	23	31
Fife Council - Clerking/ Legal Services	20	21
	43	52
· Revenue Expenditure - Other		
City of Edinburgh Council	22	26
Clackmannanshire Council	10	2
East Lothian Council	111	74
Falkirk Council	5	0
Scottish Borders Council	3	0
Scottish Government	3	0
West Lothian Council	25	0
	179	102

The South East of Scotland Transport Partnership (SESTRAN)

21. RELATED PARTIES (Contd.)

21.3 Other Parties (contd.)

	2015/16 £'000	2014/15 £'000
· Revenue Income - Requisitions		
Clackmannanshire Council	(7)	(7)
East Lothian Council	(13)	(13)
City of Edinburgh Council	(63)	(63)
Falkirk Council	(20)	(20)
Fife Council	(48)	(48)
Midlothian Council	(11)	(11)
Scottish Borders Council	(15)	(15)
West Lothian Council	(23)	(23)
	(200)	(200)
· Revenue Income - Interest on Revenue Balances		
City of Edinburgh Council	0	1
	0	1
· Revenue Income - Other		
Scottish Goverment	(769)	(578)
Constituent Councils	(29)	(14)
City of Edinburgh Council	(8)	(3)
East Lothian Council	(469)	(1)
Fife Council	(2)	(4)
Midlothian Council	0	(1)
Perth and Kinross Council	(2)	(3)
Scottish Borders Council	(469)	(1)
West Lothian Council	(14)	0
	(1,762)	(605)

The South East of Scotland Transport Partnership (SESTRAN)

21. RELATED PARTIES (Contd.)

21.4 Other Parties

The following represents amounts due to/ (from) the Partnership at 31 March 2016, with its related parties.

CREDITORS	2015/16 £'000	2014/15 £'000
· Creditors - Related Parties (Revenue Grants)		
Clackmannanshire Council	(10)	(2)
City of Edinburgh Council	(10)	(15)
East Lothian Council	(25)	(74)
Scottish Borders Council	(3)	0
West Lothian Council	(25)	0
	(73)	(91)
· Creditors - Related Parties (Other)		
City of Edinburgh Council	(23)	(23)
Fife Council	(20)	(21)
Constituent Councils	(87)	(29)
Scottish Governmernt	(3)	0
	(133)	(73)
· Creditors - Other Parties	(983)	(1,220)
Total Creditors	(1,189)	(1,384)
DEBTORS		
· Debtors - Related Parties (Other)		
East Lothian Council	94	0
Scottish Borders Council	94	0
Scottish Government	769	475
West Lothian Council	14	0
	971	475
· Debtors - Other Parties	175	819
Total Debtors	1,146	1,294

The South East of Scotland Transport Partnership (SESTRAN)

22. LEASES

Operating Leases

The Partnership leased an office at Claremont House, 130 East Claremont Street, Edinburgh until 16th February 2016, when the lease was terminated. This lease has been accounted for as an operating lease.

From 8th February 2016 the Partnership took occupancy of Area 3D (Bridge) in Victoria Quay, Edinburgh under the terms of a Memorandum of Terms of Occupation with Scottish Government, which forms part of the Civil Estates Occupancy Agreement (CEOA).
The Partnership is permitted to occupy the space from 8th February 2016 to 7th February 2019 (the Prescribed Term) and so on until ended by either party giving notice under the terms of the CEOA. Both parties will, upon provision of not less than 1 year's prior written notice, have the ability to break this agreement.

The Partnership also has the use of a photocopier under a hire agreement, which has been accounted for as an operating lease. The hire agreement renewal started on 29th August 2015 and is due to expire on 28th August 2016.

The Partnership's contract with MOBIUS Networks for the leasing of SIM cards for the RTPI project which enable the buses to be tracked live on the system, continues into 2016/17.
The Partnership has the option to terminate the lease under no penalty if at least six months notice is given.

The future minimum lease payments due under non-cancellable leases in future years are:

	2015/16 £'000	2014/15 £'000
· Not later than 1 year	41	30
· Later than 1 year not later than 5 years	0	0
· Later than 5 years	0	0
	41	30

The Partnership has no other material operational leases.

23. DEFINED BENEFIT PENSION SCHEMES

23.1 Participation in Pension Schemes

As part of the terms and conditions of employment of its staff, the Partnership makes contributions towards the cost of post employment benefits. Although these benefits will not actually be payable until the employees retire, the Partnership has a commitment to make the payments that needs to be disclosed at the time that employees earn their future entitlement. As explained in Accounting Policy 1.6, the Partnership is an admitted body to the Local Government Pension Scheme (LGPS) which is administered by the Lothian Pension Fund.

The Partnership participates in:

- A funded defined benefit final salary scheme. This means that the Partnership and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment assets.

- An arrangement for the award of discretionary post retirement benefits upon early retirement - this is an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. However, there are no investment assets built up to meet these pension liabilities, and cash has to be generated to meet actual pensions payments as they eventually fall due.

The South East of Scotland Transport Partnership (SESTRAN)

23. DEFINED BENEFIT PENSION SCHEMES (Contd.)

23.2 Transactions Relating to Post-employment Benefits

The Partnership recognises the cost of retirement benefits in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge that is required to be made is based on the cash payable in the year, so the real cost of post employment/retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year:

	2015/16 £000	2015/16 £000	2014/15 £000	2014/15 £000
Comprehensive Income and Expenditure Statement				
Cost of services:				
Service cost, comprising:				
Current service costs	73		64	
Past service costs	0		0	
		73		64
Financing and investment income:				
Net interest expense		12		14
Total post employee benefit charged to the surplus on the provision of services		85		78
Other post-employment benefits charges to the Comprehensive Income / Expenditure Statement				
Remeasurement of the net defined liability, comprising:				
Return on plan assets, excluding the amount incl. in the net interest expense above.	(25)		2	
Actuarial gains and (losses) arising on changes in financial assumptions	(158)		185	
Actuarial gains and (losses) arising on changes in demographic assumptions	0		66	
Other experience	(28)		(234)	
		(211)		19
Total post-employment benefits charged to the Comprehensive Income / Expenditure Statement		(126)		97
Movement in Reserves Statement				
Reversal of net charges made to the surplus on the provision of services for post-employment benefits in accordance with the Code.		184		(41)
Actual amount charged against the General Fund Balance for pensions in the year:				
Employer's contributions payable to the scheme		58		56
		58		56

Page 38

The South East of Scotland Transport Partnership (SESTRAN)

23. DEFINED BENEFIT PENSION SCHEMES (Contd.)

23.3 Pension Assets and Liabilities Recognised in the Balance Sheet

The amount included in the Balance Sheet arising from the Council's obligations in respect of its defined benefit plan is as follows:

	2015/16 £'000	2014/15 £'000
Fair value of employer assets	1,551	1,457
Present value of funded liabilities	(1,740)	(1,830)
Present value of unfunded liabilities	0	0
Net liability arising from defined benefit obligation	(189)	(373)

23.4 Reconciliation of the Movements in the Fair Value of Scheme Assets

	2015/16 £'000	2014/15 £'000
Opening fair value of scheme assets	1,457	1,418
Interest income	47	58
Remeasurement gain / (loss):		
Return on plan assets, excluding the amount included in the net interest expense	25	(2)
Contributions from employer	58	56
Contributions from employees into the scheme	19	18
Benefits paid	(55)	(91)
Unfunded benefits paid		
Closing fair value of scheme assets	1,551	1,457

Reconciliation of Present Value of the Scheme Liabilities

	2015/16 £'000	2014/15 £'000
Present value of funded liabilities	(1,830)	(1,750)
Present value of unfunded liabilities	0	0
Opening balance at 1st April	(1,830)	(1,750)
Current service cost	(73)	(64)
Interest cost	(59)	(72)
Contributions from employees into the scheme	(19)	(18)
Remeasurement gain / (loss):		
Change in demographic assumptions	0	(66)
Change in financial assumptions	158	(185)
Other experience	28	234
Past service cost	0	0
Benefits paid	55	91
Unfunded benefits paid	0	0
Closing balance at 31st March	(1,740)	(1,830)

The South East of Scotland Transport Partnership (SESTRAN)

23. DEFINED BENEFIT PENSION SCHEMES (Contd.)

23.5 Fair Value of Employer Assets

The following asset values are at bid value as required under IAS19.

	2015/16 £'000	%	2014/15 £'000	%
Equity Securities:				
Consumer *	236	15	204	14
Manufacturing *	183	12	171	12
Energy and Utilities *	123	8	146	10
Financial Institutions *	131	8	120	8
Health and Care *	103	7	99	7
Information technology *	93	6	91	6
Other *	89	6	65	4
Sub-total Equity Securities	959		896	
Debt Securities:				
Corporate Bonds (investment grade) *	0	0	0	0
Corporate Bonds (non-investment grade) *	0	0	0	0
UK Government *	100	6	85	6
Other *	39	3	36	2
Sub-total Debt Securities	139		121	
Private Equity:				
All *	17	1	0	0
All	50	3	169	12
Sub-total Private Equity	68		169	
Real Estate:				
UK Property	133	9	95	7
Overseas Property	0	0	15	1
Sub-total Real Estate	133		110	
Investment Funds and Unit Trusts:				
Equities *	0	0	16	1
Equities	0	0	0	0
Bonds *	4	0	4	0
Bonds	8	1	0	0
Commodities *	4	0	5	0
Commodities	0	0	0	0
Infrastructure *	9	1	9	1
Infrastructure	95	6	0	0
Other *	0	0	5	1
Other	37	2	5	0
Sub-total Investment Funds and Unit Trusts	157		44	
Derivatives:				
Foreign Exchange *	0	0	2	0
Sub-total Derivatives	0		2	
Cash and Cash Equivalents				
All *	96	6	115	8
Sub-total Cash and Cash Equivalents	96		115	
Total Fair Value of Employer Assets	1,551		1,457	

Scheme assets marked with an asterisk (*) have quoted prices in active markets.

The South East of Scotland Transport Partnership (SESTRAN)

23. DEFINED BENEFIT PENSION SCHEMES (Contd.)

23.6 Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years which are dependent on assumptions about mortality rates, salary levels, etc. The Local Government Pension Scheme has been assessed by Hymans Robertson LLP, an independent firm of actuaries and are based on the latest formal valuation of the scheme as at 31 March 2014.

The principal assumptions used by the actuary have been:

	2015/16	2014/15
Long term expected rate of return on assets in the scheme:		
· Equity investments	4.9%	17.2%
· Bonds	4.9%	17.2%
· Property	4.9%	17.2%
· Cash	4.9%	17.2%
Mortality assumptions - longevity at 65 for current pensioners:		
· Men	22.1 years	22.1 years
· Women	23.7 years	23.7 years
Mortality assumptions - longevity at 65 for future pensioners:		
· Men	24.2 years	24.2 years
· Women	26.3 years	26.3 years
Pension increase rate	2.2%	2.4%
Salary increase rate (see below)	4.2%	4.3%
Discount rate	3.5%	3.2%

Note: The salary increases are assumed to be 1.25% p.a. until 31 March 2016, reverting to the long-term assumption shown thereafter.

Estimation of defined benefit obligations is sensitive to the actuarial assumptions set out above. In order to quantify the impact of a change in the financial assumptions used, the Actuary has calculated and compared the value of the scheme liabiliites as at 31 March 2016 on varying bases. The approach taken by the Actuary is consistent with that adopted to derive the IAS19 figures.

For example, to quantify the uncertainty around life expectancy, the Actuary has calculated the difference in cost to the Employer of a one year increase in life expectancy. For sensitivity purposes, this is assumed to be an increase in the cost of benefits of broadly 3%.   In practice the actual cost of a one year increase in life expectancy will depend on the structure of the revised assumption and changes in some of the assumptions may be interrelated.

Change in assumptions at 31 March 2016	Approximate % Increase to Employer	Approximate Monetary Amount £'000
0.5% decrease in Real Discount Rate	9.0%	164
1 year increase in member life expectancy	3.0%	52
0.5% increase in the Salary Increase Rate	2.0%	34
0.5% increase in the Pension Increase Rate	7.0%	128

The South East of Scotland Transport Partnership (SESTRAN)

23. DEFINED BENEFIT PENSION SCHEMES (Contd.)

23.7 Analysis of projected amount to be charged to profit or loss for the period to 31 March 2017

	Assets £000	Obligations £000	Net (liability) / asset £000	% of pay
Current service cost	0	(63)	(63)	(24.4%)
Past service cost including curtailments	0	0	0	0.0%
Effect of settlements	0	0	0	0.0%
Total Service Cost	0	(63)	(63)	(24.4%)
Interest income on plan assets	55	0	55	21.3%
Interest cost on defined benefit obligation	0	(61)	(61)	(23.6%)
Total Net Interest Cost	55	(61)	(6)	(2.3%)
Total included in Profit or Loss	55	(124)	(69)	(26.7%)

SESTRAN's estimated contribution to Lothian Pension Fund for 2016/17 is £58,000.

24. NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS

The Partnership's activities expose it to a variety of financial risks:

- Credit risk - the possibility that other parties might fail to pay amounts due to the Partnership.
- Liquidity risk - the possibility that the Partnership might not have funds available to meet it's commitments to make payments.
- Re-financing risk - the possibility that the Partnership might be requiring to renew a financial instrument on maturity at disadvantageous interest rates or terms.
- Market risk - the possibility that financial loss might arise for the Partnership as a result of changes in such measures as interest rate movements.
- Price risk - the possibility that fluctuations in equity prices has a significant impact on the value of financial instruments held by the Authority. This is considered immaterial because the Authority does not generally invest in equity shares.
- Foreign exchange risk - the possibility that fluctuations in exchange rates could result in loss to the Partnership.

Treasury Management is carried out on the Partnership's behalf by the City of Edinburgh Council. The Council's overall risk management procedures focus on the unpredictability of financial markets, and implementing restrictions to minimise these risks. The Council complies with the CIPFA Prudential Code, and has adopted the CIPFA Treasury Management in the Public Services Code of Practice.

Credit risk
Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the Partnership's customers.

The Partnership's surplus funds not immediately required to meet expenditure commitments are held with the City of Edinburgh Council, and the Partnership receives interest on revenue balances on these monies. Since the Partnership's surplus funds are held with the City of Edinburgh Council, the counterparty default exposure is effectively nil.

All Partnership invoices become due for payment on issue, and all trade debtors are overdue less than a month.

Collateral - During the reporting period the Partnership held no collateral as security.

The South East of Scotland Transport Partnership (SESTRAN)

24. NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS (Contd.)

Liquidity risk

The Partnership is also required by statute to provide a balanced budget, which ensures sufficient monies are raised to cover annual expenditure. There is therefore no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. The arrangement with the City of Edinburgh Council ensures sufficient liquidity is available for the Partnership's day to day cash flow needs.

The Council manages the Partnership's liquidity position through the risk management procedures above as well as through cash flow management procedures required by the Code of Practice.

Refinancing risk

The Partnership has only a small level of surplus funds and no long term debt. The refinancing risk to the Partnership relates to managing the exposure to replacing financial instruments as they mature.
As such, the Partnership has no refinancing risk on its liabilities.

The Partnership has no investments with a maturity greater than one year.

Market risk

Interest rate risk

The Partnership is exposed to interest rate movements on its investments. Movements in interest rates have a complex impact on an organisation, depending on how variable and fixed interest rates move across differing financial instrument periods.
For instance, a rise in variable and fixed interest rates would have the following effects:

- borrowings at variable rates - the interest expense charged to the Surplus or Deficit on the Provision of Services will rise;
- borrowings at fixed rates - the fair value of the liabilities borrowings will fall;
- investments at variable rates - the interest income credited to the Surplus or Deficit on the Provision of Services will rise; and
- investments at fixed rates - the fair value of the assets will fall.

The Partnership currently has no borrowings. Changes in interest receivable on variable rate investments will be posted to the Surplus or Deficit on the Provision of Services and affect the General Fund Balance. However, all investments currently have a maturity of less than one year and the fair value has therefore been approximated by the outstanding principal.

The Partnership's surplus funds are held with the City of Edinburgh Council.
The Council's Treasury Management Team continue to monitor market and forecast interest rates during the year and adjust investment policies accordingly.

Price risk

The Partnership does not invest in equity shares.

Foreign exchange risk

As at 31 March 2016, the Partnership had no financial assets subject to foreign exchange risk.

25. SESTRAN Limited

The Partnership incorporated a wholly-owned limited company - SESTRAN Limited - on 22 January 2010.
The company has yet to commence the provision of services and there are no transactions to record for the purposes of preparing Group Accounts.

A4 PROJECTS REPORT

1. **2016/17 Expenditure**
    1.1   **Appendix 1** to this report details the current year's Projects Budget which shows expenditure, to 26 May 2016, of £56,503.

2. **RTPI**

    2.1   **Real Time Passenger Information**

    2.1.1   BustrackerSEStran now provides live bus times for all of the services operated by both First Scotland East and Stagecoach Fife, within the SEStran region. This will improve the reliability of the bustracker website and mobile app for the general public, and will hopefully increase patronage of bus services as a result.

    2.1.2   A substantial number of public premises throughout the region are displaying, or have committed to displaying live bus times on digital screens alongside public information and news bulletins. To date, SEStran has committed to approximately 145 digital screen installations in a variety of public buildings within the SEStran area. The table in **Appendix 2** provides an overview of current and agreed installations.

    2.1.3   SEStran has invested in continuing to distribute and market the SEStran digital signage kit. Throughout the next 2016/17 financial year, SEStran will continue to distribute the remaining 134 screens, aiming for a total 281 screens installed across the SEStran region.

    2.1.4   SEStran is continuing to encourage the uptake of the real-time system in commercial premises. The trial in the RBS Headquarters at Gogarburn has proved successful and will shortly be in place in their premises at Edinburgh Park. SEStran is also in discussions with several other businesses at Edinburgh Park. SEStran will continue to actively pursue other businesses in order to generate further income to help support the RTPI scheme in the long term. The table below shows current and agreed installations in commercial premises.

Locations	Area	Screens	Installed?
Gyle Shopping Centre	Edinburgh	6	N
Princes Mall	Edinburgh	5	Y
RBS (Gogarburn)	Edinburgh	1	Y
RBS (Gyle)	Edinburgh	1	Y
Wheelhouse Cafe	Midlothian	1	Y
Tune Hotel	Edinburgh	1	Y
J P Morgan	Edinburgh	To be agreed	N
Kaimes Capital	Edinburgh	To be agreed	N
Sainsburys Bank	Edinburgh	To be agreed	N

2.1.5 The RTPI system is now equipped to handle real time data provided by on-board ticket machines which, it is anticipated, will be attractive to the many smaller bus companies operating within the region. Essentially, this option is less elaborate in not including a fleet management component within the system which is not required to manage a small number of vehicles.

2.1.6 SEStran will use the remaining RTPI budget for 2016/17 to provide financial assistance to smaller operators wishing to upgrade their ticket machines and be added to the SEStran system.

2.1.7 SEStran will be holding an information session with smaller operators in July 2016. This will include presentations from SEStran and commercial ticket machine providers to offer information and encourage smaller operators to upgrade their fleet to GPS-enabled machines. As a result, more local services will be able to be added to bustrackerSEStran to improve the information available to the public.

3. SEStran Thistle Card – App development update

3.1 The Thistle Card App is designed to replicate the original SEStran Thistle card with an initial page for the customer to input their disability using the same previously agreed symbols (with audio guidance). The second page displays the information to be shown to the bus driver.

3.2 The prototype app is now being circulated to user groups and bus companies for comment before launching it onto the market. The app is accessible through our web page, so any comments from Board members will be welcome.

3.3 As previously discussed, the main benefit of the app is the convenience of use for the customer. Also there is considerable benefit of possibly linking it into Traveline (especially the speaking version) to give a talking update on the journey.

3.4 There is also potential to include usage statistics and where the app is being used. This will be discussed with the bus companies as part of the consultation. These additions can be added as feedback incrementally as use of the initial app increases.

3.5   When the prototype has been thoroughly tested it is intended to launch the app with significant publicity to ensure all potential customers are aware of the app. This will involve targeting user groups with relevant publicity and information, hopefully by the beginning of July.

3.6   The card will still be available to all people who require it and following its award by SATA, it has been nominated for awards at the Scottish National Transport Awards and the European Bus Forum Awards in Manchester.

3.7   The Scottish Government are preparing an Accessibility Travel Framework this summer which will be the subject of a future report to the Board.

3.8   The Thistle Card app is now out for testing and comments from user groups, bus companies and Board members. Following this a publicity campaign will be instigated to tie in with its launch.

4.   <u>Sustainable Travel Awareness</u>
4.1   Sustainable and Active Travel Grant Scheme (SATGS)

4.1.1   The SEStran Sustainable and Active Travel Grant Scheme has been launched for 2016/17. The scheme aims to support and encourage Travel Planning and Active Travel measures. SATGS can be used to support physical measures implemented as part of a Travel Plan and provide support for organisations actively developing a Travel Plan.

4.1.2   Grants may range from £500 to £25,000 and will normally be up to a maximum of 50% of any proposal, although in exceptional circumstances higher awards may be made. The applicant will be responsible for securing the remaining 50% matching funding which should include a contribution directly from the applicant and may not come wholly from another grant scheme.

4.2   Regional Cycle Network Grant Scheme (RCNGS)

4.2.1   SEStran operated the Sustrans funded Regional Cycle Network Grant Scheme throughout financial year 2015/16. Due to a further commitment from Sustrans, the scheme will be made available for 2016/17 and aims to encourage the development of the Cycle Network throughout the Region.

4.2.2   The RCNGS can be used to support feasibility studies, design work, the development of infrastructure and monitoring, as well as supporting innovation and public engagement. Grants may range from £500 to £25,000 and will normally be up to a maximum of 50% of any proposal, although in exceptional circumstances higher awards may be made.

5. European Projects Update

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

5.1.1 The latest CHUMS event was held in Perugia from the 10th - 13th of April. The partnership reviewed the second phase of CHUMS travel planning activities and held discussions regarding the Final Conference. It was agreed that the Final CHUMS Conference will be held on the 5th and 6th of July in Leuven. Further information on the conference will be circulated.

5.2 **'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.

5.2.1 The last meeting of SocialCar was held in Lugano on the 9th-11th of May. The General Assembly looked at the conceptual design of the Social Car app and discussed how the app will be tested by both simulation tools and test users.

5.2.2 After the General Assembly Meeting, SEStran took the opportunity to hold two interactive sessions at the Walking Cycling Connecting Communities Conference on the 14th of June to discuss the themes of Social Car and transport information provision.

5.3 **'SHARE-North'** addresses the concept of 'Shared Mobility' and looks at the development, implementation and promotion of Car Clubs, Bike Sharing and Car Sharing. 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.

5.3.1 The last SHARE-North meeting was held on the 13th and 14th of June in Helsingborg. SEStran held an interactive session on a Shared Mobility Strategy for Municipalities, with particular focus on the implementation of Car Sharing, Car Clubs and Bike Share Schemes.

5.4 **'REGIO-MOB'** aims 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. The project will attract 85% funding from Europe.

5.4.1 The REGIO-MOB kick-off meeting was held on the 18th-21st of April and was hosted by the IAT (The Andalusian Institute of Technology). Other REGIO-MOB partners include: Romania, Macedonia, Slovenia, Poland, Italy and Spain.

5.4.2 SEStran held its initial regional Stakeholders' Group meeting on 3 June which described the project to the Group, initiated a SWOT analysis, discussed sustainable mobility, started the process to define key mobility indicators, as a basis to identify best practice and established a baseline for a focus on where improvements can be made. Representatives from the partner Councils along with bus, train air and freight operators, SESplan and Sustrans attended the meeting. The outcomes of these sessions will be shared at the next project meeting in September 2016 and with the Partnership Board, also in September.

6. Opportunities for New European Projects

6.1 Interreg, North West Europe

6.1.1 SCRIPT (Sustainable Carbon Reduction in Port Transport)
It is well understood that transport, in general, is a major contributor to carbon emissions totals and freight transport's contribution is significant; with a particular concentration around ports and their hinterland as a result of the necessary traffic required to transfer goods to and from the ports.

6.1.2 SEStran and partners' objective is to engage with ports and freight transport operators and their supply chains in selected estuarine and inland waterway locations within the NWE area to effect large-scale behavioural change with respect to the use of low carbon logistics and transportation and the implementation of different low carbon solutions. It is proposed that the SCRIPT partnership prepares for a stage 1 submission in the autumn of this year.

6.2 Interreg, North Sea Region

6.2.1 Surflogh
As reported in December 2015 to the Board, this proposal is aiming at improving the role of logistic hubs in the network of urban logistics in the North Sea Region. Many urban regions in Europe face huge challenges regarding the optimisation of urban freight distribution, both in terms of efficiency and sustainability. Connecting long-distance freight transport and last-mile distribution in strategically located urban freight centres is perceived as one of the possible solutions brought forward by scholars and experts in the field, as they contribute to reducing individual transport movements in urban areas by creating opportunities for bundling of goods flows. In addition, these logistics consolidation centres might also be stepping stone for creating new

value-adding services in the region fostering regional economic growth.

6.2.2 SEStran is a partner, along with Napier TRI, for Surflogh, which is being led by the Dutch province of Drenthe. The stage 2 bid was submitted on March 7 2016.

6.3 **Horizon 2020**

6.3.1 SEStran is currently in discussion with Napier University's Transport Research Institute (TRI) regarding future bids under the headings of "…innovative solutions to achieve sustainability…" and "improving, acceptability, inclusive mobility and equity…", to be considered later this financial year.

7. **Recommendations**

7.1 That the board notes the contents of this report.

7.2 That the Board approves SEStran's participation in the proposed SCRIPT project partnership which intends to submit an application to the next Interreg North West Europe call, in the autumn of 2016.

7.3 That, with respect to paragraph 2.1.3 of the report referring to RTPI, members consider opportunities for further roll outs in their local areas.

Jim Grieve

Programme Manager

June 2016

Appendix 1: Revenue Projects Expenditure

Appendix 2: RTPI 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
Climate Change Implications	None

PROJECTS BUDGET 2016/17

EXPENDITURE

Centre Description	Current Year Budget	Actuals @ 26/5/16
R17 SUSTAINABLE TRAVEL AWARENESS	130,000	0
URBAN CYCLE NETWORKS	120,000	0
R15 PARK & CHOOSE SOUTH TAY BRIDGE	20,000	0
RTPI - REVENUE CONTRIBUTION	344,000	56,422
R37 RTS MONITORING	5,000	0
R41 SPECIALIST RAIL BUS ADVICE	15,000	0
R42 REGIONAL DEV PLAN INPUT	20,000	0
EU SOCIAL CAR	47,000	0
EQUALITIES FORUM ACTIONS	10,000	0
EU CHUMS	23,000	0
BIF 2	0	12
BIF 3	0	68
RAIL STATIONS DEVELOPMENT	215,000	0
EU SHARE-NORTH	40,000	0
EU REGIO-MOB	80,000	0
TOTAL	**1,069,000**	**56,503**

INCOME

Centre Description	Current Year Budget	Actuals @ 26/5/16
REVENUE PROJECTS GRANT	-431,000	-110,230
ONE TICKET	-13,000	0
R15 PARK & CHOOSE SOUTH TAY BRIDGE	0	-10,000
URBAN CYCLE NETWORKS	-100,000	0
RTPI - BUS OPERATORS	-173,000	-46,972
RTPI - 15/16 BUDGET UNDERSPEND	0	-87,099
R41 SPECIALIST RAIL BUS ADVICE	0	-7,395
EU SOCIAL CAR	-47,000	-47,860
EU CHUMS	-17,000	0
RAIL STATIONS DEVELOPMENT	-200,000	0
EU SHARE-NORTH	-20,000	0
EU REGIO-MOB	-68,000	0
TOTAL	**-1,069,000**	**-309,556**

NET EXPENDITURE/ (INCOME)   **0**   **-253,053**

Client - Locations	Area	Number of installations	Installed?
Edinburgh Theatres – Festival Theatre and Kings Theatre	Edinburgh	2	Y
Galashiels Interchange	Scottish Borders	7	Y
Borders College	Scottish Borders	2	Y
Borders Railway – Stow and Tweedbank stations	Scottish Borders	2	N
Forth Valley Hospital	Falkirk	2	Y
Edinburgh College	Edinburgh	4	Y
East Lothian Council – Brunton Hall and Tranent Library, Dunbar Library, Haddington Library, North Berwick Library, Prestonpans Library	East Lothian	6	Y
Scotrail Abellio – Variety of locations	Various	12	Y
Scottish Parliament	Edinburgh	2	Y
Queen Margaret University	East Lothian	1	Y
Forth Valley College	Falkirk	3	Y
National Library of Scotland	Edinburgh	1	Y
West Lothian Council – (Livingston Civic Centre)	West Lothian	2	N
Enjoy Leisure – 6 Leisure Centres	East Lothian	6	Y
NHS Lothian– St John's Hospital, Western General, Waverley Gate, Musselburgh Primary Care Centre, Pentland House	Various	7	Y
Heriot Watt Borders Campus	Scottish Borders	1	Y

Client - Locations	Area	Number of installations	Installed?
Borders General Hospital	Scottish Borders	1	Y
Victoria Quay	Edinburgh	3	Y
Inverkeithing Civic Centre	Fife	1	Y
Rosslyn Chapel	Midlothian	1	Y
Clovenstone Primary School	Edinburgh	1	Y
Fife College	Fife	3	N
Gylemuir Primary School	Edinburgh	1	Y
Stirling Council	Stirling	8	Y
Fife Cultural Trust – Kirkcaldy Galleries and St Andrews Museum, Dunfermline Museum	Fife	8	Y
Currie Primary School	Edinburgh	1	Y
Edinburgh Airport	Edinburgh	3	Y
Edinburgh University	Edinburgh	21	N
Alloa Wasp Centre	Clackmannanshire	1	Y
Midlothian Council - Penicuik, Dalkeith Library and Buccleuch House in Dalkeith	Midlothian	3	Y
National Mining Museum	Midlothian	1	Y
NHS Fife (inc. Victoria Hospital, Queen Margaret Hospital, St Andrews Community Hospital)	Fife	4	Y
Eric Liddle Centre	Edinburgh	1	Y
Scottish Borders Libraries	Scottish Borders	To be agreed	N
Glenrothes Bus Station	Fife	1	N
SRUC	Various	To be agreed	N
SPPA	Scottish Borders	2	Y
Edinburgh Waverley Station	Edinburgh	12	N
Scottish Government	Edinburgh	4	N

Client - Locations	Area	Number of installations	Installed?
Buildings			71
SEStran Office	Edinburgh	2	Y
First Scotland East Depot	West Lothian	1	Y
Falkirk Bus Station	Falkirk	To be agreed	N
Ferrytoll Park and Ride	Fife	To be agreed	N
St Andrews Bus Station	Fife	To be agreed	N
Total Numbers:		145	

Legal Officer's Report – Review of Governance Documentation

1   Introduction

1.1   The following governance documents are due for review in Spring 2016:

- standing orders (including contract standing orders);
- financial regulations;
- scheme of delegation;
- committee structure;
- Liaison Group Structures
- Anti-Fraud and Corruption policy

1.2   Financial regulations and Anti-Fraud and Corruption policy will be the subject of separate reports to the September Board, to allow greater scrutiny by the new Partnership Director.

1.3   This report was presented to the Performance and Audit Committee on 3rd June, to give them an opportunity to scrutinise the current governance documents, and discuss any changes which they think appropriate to bring to the next Board meeting. The Committee's specific recommendations regarding the issue of diversity is noted below at 2.6.

2   Issues

2.1   The standing orders were last modified in June 2012, where the main modification was to incorporate the remit of the Performance and Audit Committee into them following a recommendation by external auditor that we do so. Normally the remit of a Committee would be incorporated into a separate scheme of administration, but as there is currently only one committee of SEStran, it is reasonably appropriate to incorporate it into standing orders.

2.2   The contract standing orders were separated out into a separate document in 2012, to reflect the increasing complexity of procurement rules. These have been reviewed by legal colleagues with a procurement expertise. This has identified that the Orders should be revised in the light of the provisions of the Public Contracts(Scotland) Regulations 2015 and the Procurement (Scotland) Regulations 2016. Many of these revisions are likely to be of a fairly technical nature, but the legal advisers have recommended the opportunity be taken to consult with the staff conducting procurements as well before finalising these revisions.

2.3   It is some time since the scheme of delegation was changed. It is relatively simple in its construction and appears to have served its purpose well. There are no changes to legislation which would necessitate a change. However, I will be discussing its terms with the new Partnership Director and any changes deemed necessary by officers will be brought forward for approval to the Partnership Board.

2.4   The current committee structure consists of the Performance and Audit Committee, which reports to the Partnership Board, itself a creation of statute. Again, it has not been seen as necessary to change the structure since this committee was created shortly after the Partnership came into existence. However, I will again be discussing the current structure with the new Partnership Director.

2.5   The new Partnership Director has also indicated that he intends to review the other 'background' policies such as those relating to HR matters and organisational structure/job evaluation over the summer. This will give the organisation an opportunity to see if such policies require to be brought into line with those of the constituent councils and other regional transport partnerships. Accordingly, Members with any views on such matters are invited to feed back comments to the Partnership Director in the first instance.

2.6   The Board is asked to consider as part of a review of governance to consider a number of opportunities to further gender balance and diversity through the Partnership's standing orders, in light of the new Scottish Government's continuing commitment to greater diversity and equality of representation on public boards, and also the recent recommendation of the Independent Review of Planning Panel to review the governance of transport in Scotland at national and regional levels. This issue was raised verbally with the Performance and Audit Committee on 3rd June, and led to their recommendation that the issue of gender and other diversity be explored as part of the review

2.7   It is suggested that the Partnership Board may wish to utilise the Standing Order 31(5) to convene a working group of officers and/or members to examine the issue of diversity of representation within SEStran. This working group would be tasked with reporting back initially to the Board in September, with options on how the diversity of representation on the board could be enhanced across a number of currently under-represented groups and outline a possible approach to SEStran enhancing its current diversity of representation by 2020, given the nomination of new council members in 2017 and the appointment of non-councillor members in 2018. Members may wish to express an interest in participating in this group at or after the meeting to the Partnership Director.

2.8   The Partnership Director has also recognised that the current Equality and Diversity Policy has a requirement for annual reporting of its operation and effectiveness as a policy and the need to submit a report to the Board of SEStran. It is proposed that a report will be provided to the next Board meeting given that an Equalities Outcome report was submitted to the Board as part of the Regional Transport Strategy review in March 2015 but it was March 2013 when a substantive Equalities monitoring and evaluation report was presented in its own right to the Board.

3   **Conclusions**

3.1   The current governance documents have served the Partnership reasonably well. However, that is not to say that they are not capable of improvement, and the advent of the new Partnership Director is a good opportunity for a review to be carried out.

3.2 The documents referred to above can be accessed at the following link:
http://www.sestran.gov.uk/publications/22/governance/

4   Recommendations

4.1   It is recommended that the Committee:

4.1.1 Comment, as appropriate, on the current governance documents;

4.1.2 Suggest any changes deemed necessary;

4.1.3 Note the ongoing review work which will be taking place over the next few months; and

4.1.4 Agree that the Partnership Director and Legal Adviser should be tasked with convening a working group to examine the potential options for enhancing the diversity of representation on the SEStran Board by 2020.

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Policy Implications	None
Financial Implications	None
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None.
Climate Change Implications	None

Scottish Government Pre-Election Manifesto "Transport" Commitments

1. **Purpose**

   1.1 To present the SEStran Board with the opportunity to comment on potential emerging work priorities for the Scottish Government's Programme for Government 2016-17 which given no party has a majority may be further involved by other parties manifestos, which are also summarised within the report.

2. **SNP Manifesto**

   2.1 The paper was drafted and issued before the newly elected SNP Government had issued any subsequent Programme for Government 2016-17. However, based upon the manifesto[1] commitments outlined pre-election there will be a number of legislative and strategic actions in the short-term which will have clear impacts for the policy areas covered by Regional Transport Partnerships, notably:

   - Commitment to embed the UN Sustainable Development Goals in the National Performance Framework which includes commitments on inequalities and climate change;
   - Provide free bus travel to all young people under 21 undertaking an apprenticeship.
   - Introduce a new Climate Change Act, with a new 50% by 2020 emissions reduction target;
   - £20 billion investment in infrastructure and commitment to review continually the pipeline of projects;
   - In first 100 days to bring forward a Labour Market Strategy informed by work of the Fair Work Convention;
   - Establishment of Regional Economic Forums led by enterprise agencies to promote and oversee local business support;
   - To commence the socio-economic duty of Equality Act 2010 to require all public bodies to evaluate their policies against the duty to reduce inequalities;
   - Publish a Fairer Scotland Action Plan informed by recommendations of the Independent Poverty Advisor and re-appoint an independent advisor in addition to establishing an inequality and poverty commission to monitor progress;
   - Bring forward proposals to modernise and improve powers for compulsory sale orders and establish a new land agency: Land Scotland to manage publicly owned land in the national interest;
   - Develop a Rural Infrastructure Plan which addresses key economic and social needs;
   - Commitment to develop an ambitious and long-term Scottish energy strategy including the requirement for a low carbon transition in transport;

[1]https://d3n8a8pro7vhmx.cloudfront.net/thesnp/pages/5409/attachments/original/1461145824/SNP_Manifesto2016-web.pdf?1461145824

- Deliver a Low Carbon Travel and Transport programme with £62.5million investment to create low carbon infrastructure;
- Bring forward by 2018 the first low emission zone in Scotland;
- Refresh the Switched On Scotland Electric Vehicle Roadmap;
- Continuing commitment to rail infrastructure investment;
- Commitment to refresh the National Transport Strategy and review the national and local guidance to ensure greater community involvement;
- Commitment to a Transport bill that will improve bus services, enhance and improve the role of the Scottish Road Works Commissioner and to enable and enforce responsible parking;
- Review of the Cycling Action Plan for Scotland including on extending cycling training "bikeability" schemes for the young; a commitment to improve the integration between active and public transport.
- Consult on a Bill to decentralise local authority functions, budgets and democratic oversight to communities;
- Review and reform the role of Community Planning Partnerships so they are better placed to drive reform, including through use of citizens' panels and town hall meetings;
- Establish a new Islands Strategic Group and develop a new National Islands Plan;
- Reduce Air Passenger Duty by 50 per cent during the course of the next Parliament.
- Commitment to continue to grow and develop City Deals, Town Centre Partnerships and Regional Economic Partnerships so that clusters of agencies and shared interests can work together for the benefit of their local economies and communities;
- In the next parliament, a commitment to bring forward a Planning Reform Bill based on the recommendations of the Review. This will aim to streamline development planning and management procedures and practices to remove unnecessary blockages and delays. Amend Planning Obligations so they work for the benefit of all and do not cause delays to the completion of projects.
- A commitment to reform local taxation by asking those living in the highest banded houses to pay more and reducing tax for low income families with children. Pledge to increase the financial accountability of local authorities. By assigning a share of Income Tax to councils, they will be less reliant on central government funding and incentivised to grow their local economies.

3.   Specific Projects mentioned

3.1 The Scottish Government pre-election manifesto also made a commitment to invest in electrifying the Stirling-Dunblane-Alloa line, the Glasgow-Edinburgh Shotts route, complete the redevelopment of Dundee station, support shorter and more frequent journeys between Aberdeen and Inverness, improve the Highland and Aberdeen mainlines and invest in redeveloped station hubs at Aberdeen, Inverness, Perth, Stirling and Motherwell.

3.2 From 2018, as a direct result of increased investment, the pre-election manifesto also said that rail passengers will be able to benefit from more seats, services and faster journey times. Commitment to maintain the rail route to Stranraer, maintaining lower fares on the route, conduct a feasibility study into extending the Waverley route via Hawick to Carlisle and make progress on improvements to the East Coast mainline, including examining the case for a station at Reston in Berwickshire.

3.3 In addition, to further commitments to examine the case for an extension of the Stirling-Alloa rail line to Dunfermline by upgrading the existing Longannet freight line. A pledge to back local bus services by continuing to provide financial support for services as well as incentives for the take up of greener vehicles.

3.4 In the first year of the new Parliament, was also a pledge to introduce a Bill which will require all public vehicles carrying children to and from school to be fitted with seatbelts and also a commitment to support community transport initiatives to train and qualify more minibus drivers.

3.5 The manifesto highlighted that through the National Entitlement Card, Scotland's older people and disabled people will continue to be able to travel for free on local or Scottish long distance buses. As well as a commitment that national smart card plans will be rolled out across ScotRail, with systems ensuring that the same cards can be used on ScotRail and the Glasgow Subway. Alongside an action to work with bus and ferry companies to ensure that the Saltire national concessionary travel cards are usable across the entire transport network.

3.6 The incoming Scottish Government also pledged to continue to put in place record investment in cycling and walking over the life of the next Parliament. As well as a commitment to implement the national walking strategy and achieve a vision of 10 per cent of everyday journeys being made by bike by 2020.

3.7 The manifesto highlighted that making roads and communities less congested but well served is an important balance to achieve observing that through the Freight Facilities Grant, there has been a commitment previously to continue to invest in projects which get goods and services to communities more efficiently, working to improve urban deliveries in particular.

3.8 The manifesto also proposed specific investment plan programmes:-
- £5 billion in rail improvements – including upgrades to the Aberdeen/Inverness line and the Highland Main Line and modernisation of the Glasgow Subway
- £1.4 billion in improvements to the road network including work on dualling the A9 and A96, bypassing Maybole on the A77 and improving other sections south of Girvan, further improvements to the A75, and exploring how to better connect Dumfries and the M74;

3.9 As well as a commitment to prioritise improvements to the road network that connects the East of Scotland and Scottish Borders with England – the A7, A1 and A68.

4.   Other Parties Manifestos

4.1   The Scottish Conservatives outlined a commitment to investing in the Scottish road network especially focussed on rural areas and named the A1 within the SEStran area as vital for tourism, commerce and industry. There was continued support for electric vehicles, a proposal to extend the free bus scheme to community transport and a comprehensive national strategy for this form of transportation. On Rail, there was support for further improvements between Central Belt and Aberdeen, a call for a feasibility study on a direct link between Perth and Edinburgh, as well as suburban Edinburgh South railway and restoring Reston and East Linton stations. There was clear support for further investment in active travel and an aim for at least one segregated cycle route in each of Scotland's seven cities, linking from outer city limits through city centres.

4.2   The Scottish Labour manifesto made a general commitment to sustainable, public and active travel and support a strategic review of the next generation of transport investment. They support the acceleration of reopening rail lines including the extension to the Borders Railway, the Levenmouth line, the Edinburgh South Suburban line and Edinburgh to Berwick via Dunbar, with new investment in stations such as those at East Linton and Reston within the SEStran area.

4.3   They proposed the integration of Scotland's transport system, accessible with one smartcard ticket for use on all modes of public transport, the length and breadth of our country and the exploration of contactless payment across all modes of public transport in Scotland by the end of the next Parliament. The manifesto also proposed regulation of Bus services in Scotland to give local communities and councils greater say over the services.

4.4   The Scottish Greens manifesto highlighted the need to develop sustainable travel options which are accessible to everyone, create a low-carbon future and reduce the impacts of climate change. Currently two-thirds of all commuting is done by car, the manifesto highlighted this was unsustainable but it also highlighted an equality issue that women and people from deprived areas rely on public transport disproportionately. The manifesto called for more investment in walking and cycling for shorter journeys, more funds for maintaining rather than building new roads and a push for a reliable and efficient public transport network, with expressed support for the regulation of buses. The manifesto also outlined a commitment to work with the Scottish Government to legislate against parking on pavements.

4.5   Finally, the Scottish Liberal Democrats in their manifesto supported the progression of contactless payment, support the development of electric vehicles and continue to make case for High Speed Rail. They show the conducting of a feasibility study for extending the Border's railway to Hawick and Carlisle. The proposed retention of Air Passenger Duty, take forward the Cleaner Air for Scotland Strategy and increase capital spending on cycling and active travel each year.

5.   New Cabinet and Ministerial Team

5.1   On 18 May, the First Minister announced her new Cabinet and wider Ministerial team[2]. Fergus Ewing MSP is the Cabinet Secretary for Rural Economy & Connectivity with responsibility for transport within a wider portfolio, who will be supported by Humza Yousaf MSP as the new Minister for Transport and the

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[2] http://www.gov.scot/About/People/Ministers

Islands, who will also report to the Economy (Keith Brown MSP) and Climate Change (Roseanna Cunningham MSP) secretaries as appropriate.

6. An Influencing Strategy

6.1 The key themes of the Scottish Government's pre-election manifesto was that they had a plan for further reform and transformation of Scottish society, its economy and public services based on an ambitious programme of investment, innovation and integration.

6.2 In terms of Regional Transport Partnerships, there was no specific mention of RTPs. However, there certainly appeared to be a narrative within the manifesto of the increasing aggregation of service delivery whilst increasing local community participation and scrutiny of the outcomes. This type of agenda may offer clear opportunities for RTPs given their regional/cross-boundary strategic statutory role. However, given the emerging proposal for primary Transport legislation and early influencing of that legislation and potential amendments to the Transport (Scotland) Act 2005 will be a crucial part of any influencing/lobbying strategy agreement.

6.3 Clearly any initiation of a lobbying strategy would need to await the details of the Programme for Government 2016-17. The existing joint RTP/COSLA/SG "Develop to Deliver" document offers a clear nexus for any further influencing actions ahead of the actioning of the manifesto commitments into a Programme for Government 2016-17 but members may wish to suggest specific priorities.

6.4 However, with a new Scottish Government in place it might be an initial first action to seek a meeting with Cabinet Secretary Fergus Ewing MSP and/or Transport Minister Humza Yousaf MSP and SEStran office bearers, to enable a discursive but focussed agenda on how RTPs could deliver for the Scottish Government some of their ambitious manifesto commitments regarding transport and wider inclusive growth, given integrated transport importance to a number of other key policy areas. To this end, the Senior Vice-Chair has last month sent Scottish Ministers an introductory letter. There has also been letter sent from the Senior Vice-Chair to the relevant Opposition Spokespersons on Transport, given the minority status of the Scottish Government in the Scottish Parliament 2016-2021 session.

6.5 The Board may wish to discuss the best strategic approach in the initial few months of the new Scottish Government and the incremental opportunities to advance RTPs case over the first 2-3 years of Government whilst also protecting our current standing in the face of potential primary transport legislation but also within the first 100 days of the new Government the publication of the conclusions of the Independent Review on Planning and a new Labour Market Strategy.

7. Conclusion

7.1 The paper seeks to enable discussion on a series of matters relating to the new Scottish Government's pre-election Manifesto, other parties pre-election manifestos and seeks to highlight emerging priorities for any subsequent SEStran Lobbying and Influencing Strategy to be developed over the Summer for working with the new Scottish Government in delivering its strategic vision and policy/project priorities for the next Parliament.

8. Recommendations

8.1 The board are invited to comment upon key lobbying points of Scottish Government's pre-election manifesto which presumably will heavily influence the 2016-17 Programme for Government.

8.2 That the Board note the changed location of transport within Cabinet Secretaries' portfolios and the new Ministerial team.

8.3 That the Board agree SEStran office bearers should progress an initial lobbying and influencing strategy for SEStran with the new Scottish Government Ministerial team building upon any priorities agreed at the Board meeting.

George Eckton
Partnership Director
10 June 2016

Policy Implications	Potentially significant further changes to transport legislation, policy and strategy.
Financial Implications	None
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None.
Climate Change Implications	None

Review of the Scottish Planning System

1. Introduction

1.1 The Board may recall that the Scottish Government in summer 2015 announced the appointment of an independent panel to review the land-use planning system in Scotland. The three person panel were tasked with the following role and remit and to make "game-changing" recommendations to Scottish Ministers ahead of a full consultation this year and probable primary legislation in 2017. This would be the first significant piece of Planning legislation in Scotland since the 2006 Planning etc. (Scotland) Act.

1.2 The panel were tasked with bringing together ideas to achieve a quicker, more accessible and efficient planning process and were requested to focus on the following key themes:

- development planning
- housing delivery
- planning for infrastructure
- development management
- leadership, resourcing and skills
- community engagement.

1.3 The Panel published their findings on 31st May 2016[1] and a number of their observations and recommendations have significance for the South East of Scotland Regional Transport Partnership (SEStran) and the governance and delivery of transport interventions across Scotland. The recommendations are now awaiting a response from Scottish Ministers and this paper suggests that the SEStran board may wish to lobby Ministers further around some of the panel's 48 recommendations.

1.4 Scottish Ministers have also announced in late May the intention for a review of Enterprise, Development and Skills Agencies which would be undertaken over Summer 2016.

2. Discussion

2.1 The recommendations of the Independent Panel reviewing the Scottish Planning System are broadly positive in regard to the regional planning of transport. Albeit as they stand they are only recommendations and have no further political mandate from Scottish Ministers until they officially respond with their proposals. Therefore, in the intervening period SEStran may wish either individually and/or collectively with other Regional Transport Partnerships (RTPs) to make further representations to Ministers on the more granular detail of some of the recommendations.

2.2 SDPs no longer produced, integrated with NPF

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[1] http://www.gov.scot/Resource/0050/00500946.pdf

2.2.1 The first recommendations of overriding relevance to SEStran is that whilst acknowledging the value of planning at a city-region scale the panel questioned the impact of strategic development plans (SDPs). They pointed to research that suggested they were detached from delivery vehicles and suggested effectively that SDPs should no longer be produced. The panel's alternative proposition was that SDP authorities should collaborate more in the delivery of an enhanced NPF given the maturity of the NPF as a document and accepted strategic planning process. They also feel that the NPF process should be more integrated with the National Transport Strategy and Strategic Transport Projects Review.

2.2.2 In any SEStran response to Ministers we may also wish to argue that the link to Regional Transport Strategies (RTSs) should not be lost in any changes. Given the functional scale of networks around city-regions in Scotland it will still be necessary to strategically plan transport on a scale between national and local plans in order to deliver functional and sustainable transport networks.

2.2.3 The panel recognised that the city-region remains a critical scale for planning and that should be welcomed. However, they noted that the wider context and complexity of infrastructure planning means that collaboration and co-ordination of action are more important than simply the production of a plan in their view. They want planning at a city-region scale to focus on delivery.

2.2.4 This would appear to also be the focus of the emerging EU Urban Agenda and the forthcoming proposals for macro-regional strategies for member states, so members may wish to ask for re-assurance that any change to SDPs does not impact on the ability of Scotland to access or be compatible with future EU funds and/or legislation across a number of policy areas.

2.2.5 In their report of May 2015, the Royal Town Planning Institute (RTPI) recommend that rather than removal, sub-regional plans should have a greater focus on promoting economic opportunity and social justice. Integrated poverty reduction strategies tailored to their particular places and communities need to be developed. Rather than these being narrowly conceived through housing provision or area regeneration these strategies should instead encompass better transport links, access to local services and amenities which can in turn promote greater economic participation and more cohesive communities.

2.3   Statutory Duty to link Planning and Community Planning

2.3.1 The Panel also thinks there should be a statutory duty for the development plan to align with the community plan. The Board may wish to argue in further representations that there should also be greater alignment between both regimes with regional transport planning in future. Whilst the panel focussed on infrastructure predominantly in their recommendations, it may be a logical extension for the Board to make representations about the SEStran area moving towards an outcome which delivers a passenger transport authority for the South-East of Scotland which can deliver

integrated services as well as integrated land, transport and economic plans.

2.4   Regional Housing Targets

2.4.1   The Panel recommends that the NPF should set regional housing targets. Given these targets would be a key driver for regional transport demand, a view could be asserted that any such requirement in future, if the recommendation is accepted, outlines a clear role for the Regional Transport Strategy (RTS) in planning sustainably for the increased origin-destination traffic that will be delivered by such regional residential targets.

2.5   RTPs not recognised as Key Agencies

2.5.1   The views of the Panel also highlight that they think Transport Scotland has a clear role in relation to managing transport networks and in particular trunk roads. They highlight the discussion on transport infrastructure delivery extends to the role of RTPs and highlight the difficulties for the planning system which arise when long term development strategies depend on infrastructure which is not supported in committed projects or programmes. These are matters SEStran have in recent years flagged in their RTS Delivery Plans and Annual Reports/Business Plans.

2.5.2   The panel highlighted what RTPs have said previously in their lobbying that the powers to deliver infrastructure vary considerably between RTPs and that there isn't the recognition that there should be of RTPs as key agencies. The panel also comment that the City Deals are potentially a key opportunity to support growth through infrastructure investment in city-regions, but in their view appear to be being progressed with little or no reference to the established spatial strategies set out in SDPs or other strategic plans.

2.6   National Infrastructure Agency

2.6.1   There is a further recommendation from the Panel for the creation of a National Infrastructure Agency or working group with statutory powers to bring together statutory agencies and re-purposed SDPAs to, in their words address sub-regional infrastructure gaps that are emerging in development plans across the country. SEStran in their response may wish to highlight the role of RTPs in any such new system which builds on a proposal from SCDI in their recent "Blueprint" manifesto.

2.6.2   There is no doubt that economies of skill and scale in Scotland could potentially be gained by integrating some currently separately managed and governed services under one roof, joining together with other areas to commission or share larger scale services and staff where appropriate, and aggregating functions into regional shared support services. As well as strengthening local democracy, this may be a necessity if, politically, local communities wish their representatives to protect services of public interest in emerging financial and legislative contexts.

2.6.3   The Commission on Strengthening Local Democracy's 2014 final report observed that centralisation over several decades has fragmented service arrangements and patterns of accountability, and localisation would improve integration and simplify accountability for communities.

2.6.4 The Commission's final report said that we need a culture of change that can bring democratic decision making much closer to local people, and spoke in the final report of the need to take steps to confront and challenge a culture of centralisation at all levels, and deliver progress towards the vision of empowered and strengthened local democracies in Scotland. This may be a line the Board wish to take to any future lobbying given the significant potential of taking infrastructure planning up to a national agency or working group.

2.6.5 The Commission was also clear the achievement of this vision didn't negate the change in delivery of services to a more regional or national level and continuous pursuit of best value for communities, but it did mean that governance of services was retained by locally elected representatives. The Commission concluded that intelligent collaboration and sharing was a necessary element of fundamental subsidiarity and this is a position the Board may wish to articulate in future lobbying.

2.7 Infrastructure Levy

2.7.1 The Panel's next recommendation in their report of significance to transport highlights the proposal to consult on a framework mechanism for the introduction of a regional infrastructure levy.

2.7.2 The report highlights that this should draw on the lessons learned from the Community Infrastructure Levy in England and Wales and capture land value uplift. The panel recognises that there are both strengths and weaknesses in this model, but given the limitations of Section 75 agreements, there is much that could be gained from a well-designed mechanism which properly reflects market circumstances and takes into account development viability. Given variations in market confidence and its influence on the ability to charge for necessary infrastructure, scope to build a fund that has a redistributive role should be investigated further is the view of the Independent Panel.

2.7.3 The Court of Session in May 2016 quashing the Supplementary Guidance – Strategic Transport Fund, adopted by Aberdeen City and Shire Strategic Development Planning Authority. This Supplementary Guidance required developers to contribute towards the cost of transport improvements in Aberdeenshire. The Court found that the transport improvements did not, as required by National Policy, sufficiently relate to the proposed development and as such, the Supplementary Guidance requiring them to contribute to their cost was unlawful. The decision will have important implications for the development of any future infrastructure levy in Scotland.

2.8 Review of Transport Governance

2.8.1 The Board may wish to cautiously welcome Recommendation 21 which is a proposal for a review of transport governance to address the gap in the panel's words between this key aspect of infrastructure and development planning. The Panel's view is that transport agencies at the national and regional scales should be given a clearer mandate to directly support the delivery of development in accordance with the development plan. The panel also calls for a more ambitious approach to low carbon infrastructure

planning and delivery.

2.8.2　The Royal Town Planning Institute in their recent "Poverty, Place and Inequality" report highlight the significant severance effect of area-based disadvantage for individuals. Those living in certain less affluent areas are from evidence less mobile, more reliant on public transport and less able to commute to job opportunities given expensive and/or fragmented transport networks. Previous studies have highlighted that those who are least skilled or most remote from the labour market have the least locational flexibility in seeking new job or training opportunities and that this rather than lack of skills or training has particularly afflicted some communities and individuals within them in terms of receipt of positive outcomes. RTPs could be a key mechanism for addressing these gaps and delivering the outcomes required across several Local Outcome Improvement Plans (LOIPs) on the strategic and cross-boundary issue of transport infrastructure and services.

2.9　Increased Participation

2.9.1　The panel also recommends for all statutory plans a working group is established to look at mechanisms that would increase participation in all forms of planning and also proposes a statutory right for young people to be consulted upon the development plan. In light of SEStran's positive experience with the Young Scot X-Route study over the past year, this might be a case study of co-production which the Board may wish to highlight in supporting these participatory recommendations.

2.10　Review of Enterprise, Development and Skills Agencies

2.10.1　As stated earlier, in addition to the recommendations for the Planning System, Scottish Ministers will be considering the outcomes of an end-to-end review of the roles, responsibilities and relationships of our enterprise, development and skills agencies. The review will cover the full functions of Scottish Enterprise, Highlands and Island's Enterprise, Skills Development Scotland and the Scottish Funding Council. The Ministerial aim is to ensure that all of our public agencies are delivering the joined up support that our young people, universities, colleges and businesses need.

2.10.2　Given the proposals from the Independent Review of Planning Panel and the need for reorientation of the role of certain agencies, the Board may wish to lobby Scottish Ministers on the clear role of transport agencies in any review of enterprise, development and skills outcomes to ensure the delivery of a functional and accessible labour market, allow all to access training opportunities and logistically deliver the right transport networks to facilitate inclusive growth.

2.10.3　The pre-election manifesto of Scotland's Independent Regeneration Network highlighted, as one of two important overarching contextual elements, the importance of adequately accessible, efficient and affordable transport infrastructure; especially the scale, nature and connectivity of investments linking need and opportunity within – and between – communities. The Board may wish to concur with this statement and highlight the clear role for transport in delivering the twin pillars of Scotland's Economic Strategy:

Competitiveness and Inclusion.

3. Conclusion

3.1 The Panel has made recommendations to Scottish Ministers for "game-changing" actions across the Scottish Planning System, some of which have clear implications for Regional Transport Partnerships and many of which should be welcomed as they build upon the aspiration in the joint SG/RTPs/COSLA "Develop to Deliver" position paper published in 2014.

4. Recommendation

4.1 The Board are recommended to comment upon the proposals of the Independent Review of the Scottish planning system

4.2 To agree that officers should offer SEStran's support in the further development of Government's proposals in response to the panel's recommendations.

4.3 Agree that SEStran office bearers should write to the Cabinet Secretaries for Planning and Economy to articulate SEStran views of the future role of Regional Transport Partnerships.

George Eckton

Partnership Director

10th June 2016

Policy Implications	Potentially significant further changes to transport legislation, policy and strategy.
Financial Implications	Potentially significant change to infrastructure funding mechanisms.
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None
Climate Change Implications	None

The SEStran Regional Transport Strategy

1.   Introduction

1.1 During our Regional Strategy Refresh process it was appreciated that any further "refresh" would have to involve a total re-write of the strategy starting from first principles, to reflect the changed circumstances that the new strategy will have to address especially in light of the changed financial and policy context since the first Regional Transport Strategy in 2008.

1.2 In the previous A7 Projects Report it was noted that we are now involved in the REGIO-MOB project para 5.4. Our involvement in the project gives us a great opportunity to work with others to develop the basis of a new strategy, building upon some of the emerging proposals from the Planning Review as detailed in A10 report and the Inclusive Growth aspects of the forthcoming Programme for Government 16-17 as outlined in A9 report.

2.   Discussion

2.1 The Board will be aware that in the SEStran Delivery Plan published on 1st January 2016 we gave a commitment, if funding was available, to completely review the RTS over the timescale of 2016-2018 if funding was available. The successful bid to INTERREG IVC programme for the REGIO-MOB project gives a significant resource contribution to undertake a review and the paper asks members to endorse the action to begin the formal process.

2.2 Section 5 of the Transport (Scotland) Act 2005 outlines the formulation and content of Regional Transport Strategies and the matters and organisations that should influence its development and the outcomes it should deliver for the region.

2.3 The REGIO-MOB project is a four year project the start of which can play a key and participative role, via the required SWOT analysis and needs analysis element, in the development of a Main Issues Report (MIR), which will identify the issues to be focused on in our proposed new RTS. Although the detailed timetable for the project has not been established it is proposed that this element needs to be completed within the first year.

2.4 In our refresh of the RTS we successfully argued that we did not require an SEA. This time, however, we need to be aware that a full SEA will be required. This requirement will have to be considered right from the initial development of the strategy through to identification of projects alongside other formal assessments which are required or considered best practice.

2.5 It is intended that through the REGIO-MOB process we will identify the

methodology and best practice to be used as a basis of a new strategy, using the results of our initial work and learning from our project partners. As the project progresses the Board will be updated on progress but the initial timescale would seek to have a Main Issues Report ready for Board consideration and approval by December 2016.

3. Recommendation

3.1 The Board approves the development of a new Regional Transport Strategy for the SEStran area.

3.2 Agrees that SEStran officers should start the process of scoping of the potential impacts of the new Regional Transport Strategy across a number of assessment regimes.

3.3 Notes that the development of the REGIO-MOB project will provide clear synergies with the development of the new RTS.

3.4 Agrees that a further report outlining a detailed programme plan for the renewal of the RTS will be brought to the September Board meeting alongside any initial views of scoping of significant effects e.g. environmental, equality, socio-economic, from discussions with statutory and non-statutory partners.

Alastair Short
Strategy Manager
6th June 2016

Policy Implications	Policy Development
Financial Implications	Potentially
Race Equalities Implications	Potentially
Gender Equalities Implications	Potentially
Disability Equalities Implications	Potentially
Climate Change Implications	Potentially

HIGH SPEED RAIL REPORT

1. **Introduction**

    1.1   Transport Scotland and HS2 in March 2016 released the outcome of two separate studies; The HS2 'Broad Options' report covers the possible extension of High Speed Rail beyond Leeds and Manchester to the north of England and Scotland; the Transport Scotland report covers the possibility of High Speed Rail between Edinburgh and Glasgow.

    1.2   Regrettably, to a large extent, the two reports lack comparability, particularly in respect of the cost base used. However, a summary has been undertaken and is contained in appendix 1.

2. **Reports Objectives**

    2.1   The key (and only specific) objective of the HS2 'broad options' report was to achieve a three hour journey time between London and both Edinburgh and Glasgow. Only the West Coast options achieved this, the best London-Glasgow journey time via the East Coast was 3 hours 5 minutes. However, the studies did not include certain measures (particularly in the Edinburgh area) that could further reduce the Glasgow journey time via Edinburgh.

    2.2   Options tested varied from £11-19 billion for partial upgrades of either the East Coast or West Coast main lines (with the former being the cheapest) to typically £33-36 billion for a full high speed line, including a high speed line between Edinburgh and Glasgow, with little difference in cost between an East and West Coast option.

    2.3   A lower cost option (with some reduced criteria in respect of journey speed through 'challenging' topography) was tested – but for a West Coast scenario only. If an Edinburgh-Glasgow high speed line was also included, this option could arguably be around £25-31 billion and, as the Transport Scotland report highlights, a high speed line between Edinburgh and Glasgow is only feasible as part of a wider UK High Speed Rail network.

3. **Key points of discussion**

    3.1   The HS2 report contains only limited discussion about the wider benefits of high speed rail and transport benefits from High Speed Rail to Scotland and North of England was estimated at 'only' £7 billion. It is unclear as to what extent this includes benefits to the existing rail network, which could be significant since it would free up capacity for local and freight services on the existing services.

3.2 However, previous studies have indicated that the wider social and economic benefits of high speed rail to Scotland should be significant and it is understood that a very recent study undertaken by JMP for the HS2East group suggests that the wider economic benefits of extending the line beyond Leeds to Newcastle and Edinburgh could be £180 Million per year (not including transport benefits).

3.3 The only specific target set in the objectives was the 3 hour journey time between Edinburgh/Glasgow and London. Noticeably, no journey time targets were set, for example, between Newcastle and London and between The Central Belt and other cities in the north of England or East Midlands despite the significant populations in these areas. This focus on a single origin-destination analysis misses the clear agglomeration benefits of the route to and between other UK urban areas.

3.4 The HS2 report suggests that future estimated cross-border rail flows appear to be significantly higher from Edinburgh than Glasgow; this is the case for London flows and particularly the case for 'intermediate' flows to/from the cities in the north and east Midlands of England.

3.5 The Board should be aware that there is also a total lack of discussion in the 'broad option' report about how cross border flows to/from 'rest of Scotland' (north of the central belt) can best be accommodated. (An East Coast alignment would allow 'through services' to continue to Dundee/Aberdeen and Perth/Inverness).

3.6 It can therefore be argued that there are significant shortcomings in the analysis published to date and a lot of work lies ahead before any conclusion about high speed rail to the north of England and Scotland can be made and, in particular, if an East Coast or a West Coast route should be pursued.

3.7 The report acknowledges that there is much more work to be done in respect of taking account of all the benefits of extending High Speed Rail to north of England and Scotland and previous studies have estimated the benefits of High Speed Rail to Scotland to be considerably higher.

3.8 It is therefore imperative that much more work is undertaken in respect of benefits and this must not only deal with direct high speed operational benefits but also include benefits from released capacity on the existing network and not least the much wider economic and social benefits to north of England and Scotland associated with High Speed Rail.

3.9 Transport Scotland will begin a 'targeted stakeholder conversation' in June this year to establish the way ahead. There are two stakeholder sessions scheduled for 21st and 28th June and SEStran advisors will be in attendance at both, articulating the Board's agreed positions.

3.10 It is also recommended that office bearers write to the Secretary of State for Transport and the transport minister highlighting these initial concerns and pressing for further work to be undertaken by both the UK and Scottish Governments.

4. Conclusion

4.1 A number of issues have not been dealt with in sufficient detail in the Broad Options report and there is insufficient information provided to enable a full conversation to take place this summer or be the basis of any significant routing decisions.

4.2 There will have to be a significant amount of additional work before the issue of what options to take forward can be fully addressed, in particular should there be any decision regarding an East or West alignment.

4.3 This work should include:

1. The status of Newcastle/North East of England (as well as Carlisle) in the scenario of High Speed Rail to Scotland.

2. Much wider journey time targets than just London – Edinburgh/Glasgow. This should also include intermediate journeys between Scotland and key English cities and the benefits to intermediate rail flows must be taken fully into account.

3. Network comparisons must be on an equal footing, e.g. similar cost base, and should include high speed lines to both Edinburgh and Glasgow and all scenarios should also consider and Edinburgh-Glasgow high speed alignment and service.

4. Should the Edinburgh/Glasgow – London 3 hour journey time target be regarded as 'sacrosanct' and, where relevant, what additional measures can be considered in order to achieve this?

5. A detailed analysis and discussion on the benefits of released capacity on the existing rail network.

6. A much broader approach to the estimate of benefits of extending HS2 beyond Leeds and Manchester to Scotland, including wider economic and socio-economic benefits.

5. Recommendation

5.1 That the Board is asked to comment on the issues raised with the report

5.2 The Board is asked to agree that, in the 'targeted stakeholder conversation' with Transport Scotland on High Speed Rail, SEStran will pursue lobbying based upon positions raised in this discussion paper

and any additional points agreed by the board as well as any relevant information that otherwise comes to light from other sources

5.3 The Board is asked to agree that SEStran office bearers should write to the Secretary of State for Transport and the Transport Minister to ensure the additional work is undertaken to enable a full comparison of benefits of all options.

Trond Haugen

Advisor to SEStran

9th June 2016

Appendix 1: Detailed Analysis
Appendix 2: Extent of Phases 1 and 2 of HS2
Appendix 3: Estimate of travel demand
Appendix 4: Diagram of 2036 Cross-Border rail flows
Appendix 5: Options considered for a high speed line to Scotland
Appendix 6: A lower cost high speed option (West Coast only)
Appendix 7: Current and Target Rail Journey Times

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

1. Starting point and remit; Broad options report

1.1 The starting point of the Broad Options report was to develop options for a High Speed Line to serve North of England and Scotland beyond the completion of HS2 Phase 2 to Leeds (and a connection point to the existing eastern network approx.. 10 miles south of York) and Manchester (and a connection point near Wigan on the West Coast Main Line), approximately 18 miles south of Preston. The extent of HS2 Phases 1 and 2 is shown in Appendix 2.

1.2 Under the Phase 2 proposals, both Edinburgh and Glasgow would be served by classic compatible High Speed Trains that would operate on the HS2 network as far as Wigan and then on the WCML. Similarly, Newcastle would also be served by High Speed Trains, utilising the ECML north of York.

1.3 Relative to today's typical journey times from London, the journey times after HS2 completion to Leeds and Manchester (Phase 2) are anticipated as:

	Current	After HS2 Phase 2
London – Newcastle	2 hours 50 minutes	2 hours 17 minutes
London – Edinburgh	4 hours 20 minutes	3 hours 39 minutes
London – Glasgow	4 hours 43 minutes	3 hours 38 minutes

1.4 The remit for the Broad Options study was:
- Deliver options that could deliver improvements to journey times between the North of England and Scotland, including journeys from London to Edinburgh and Glasgow of 3 hours or less
- Develop options that could improve capacity for passengers and freight
- Develop options for upgraded and high speed railways
- Develop options for both the east and west coast
- Be developed in partnership with Transport Scotland and Network Rail

1.5 It should be noted that no targets were set in terms of improved connectivity between Edinburgh/Glasgow and relevant English cities (other than London), nor between London and Newcastle, nor did the remit stipulate what towns and cities (north of Leeds/Manchester) be served by the new line e.g. York, Darlington/Teesside, Newcastle/Tyneside on the East Coast and Preston, Lancashire and Carlisle on the West Coast.

1.6 It should also be noted that the Broad Options report did not cover issues related to a high speed line/high speed service between Edinburgh and Glasgow. In this context, reference would have to be

made to the Transport Scotland "High Speed Rail Scotland" report.

2. **Discussion on Travel Demand**

2.1   There is only limited information on travel demand available in the Broad options report so an estimate is provided in appendix 3 based on what information is provided.

2.2   The lack of more detailed information on estimated cross border rail passenger flows makes it much more difficult to undertake an informed stakeholder conversation and we have requested additional information from Transport Scotland.

2.3   What is clear though is that total estimated cross-border 2036 rail flows from Edinburgh are around 70% greater than that for Glasgow. This is perhaps also reflected in current cross border rail provision of 4 trains per hour (each direction) in or out of Edinburgh compared with 2.5 for Glasgow. With the most recent franchise and open access 'commitments', it is understood these figures may increase to around 6 and 3.5 trains per hour respectively.

2.4   Flows to/from London are around 10% higher for Edinburgh than Glasgow. For flows to/from Newcastle it is around four times greater from Edinburgh than Glasgow and, collectively, rail flows to/from for all other English and Welsh cities and towns are around 80% higher for Edinburgh than Glasgow.

2.5   It is therefore apparent that, in particular, connectivity between Edinburgh and all the intermediate English towns and cities is of considerably greater importance to Edinburgh and the SEStran area than to Glasgow.

2.6   There is no information provided whatsoever about 'non cross border' rail travel demand between Newcastle/Tyne & Wear, Darlington/Teesside (on the East Coast), Carlisle and Preston (on the West Coast) and other main cities/regions in England, including London. Many of these journeys will also greatly benefit from extending the High Speed lines beyond Leeds or Manchester and must be included in the overall assessment of the various options.

2.7   From the interpretation of the information given in the report it can be assumed that in 2036 (post HS2 to Leeds and Manchester), total estimated rail flow between Scotland and London would only make up around 40% of all trips between Scotland and London.

3. **Upgrading of existing routes (ECML and WCML)**

3.1   The Broad Options report considered the options of upgrading significant sections of either the ECML or WCML to provide reduced journey times to Scotland. In places, this would involve bypassing the

existing main line.

3.2 A West Coast upgrading could achieve a 3 hour journey time from London to both Glasgow and Edinburgh at a cost of around £17 – 19 billion. This would not include any upgrading between Edinburgh and Glasgow to enable a separate high speed service between the two cities.

3.3 An East Coast upgrade could only achieve the 3 hour journey time to Edinburgh, with a cost tag of around £11 – 13 billion, not including any upgrading between Edinburgh and Glasgow.

3.4 The benefits of the individual upgrades would be higher in the North of England compared with further north due to the higher passenger loadings and the report highlights that a particularly high benefits and revenue impact would be achieve by upgrading the section of the ECML between York and Newcastle.

3.5 This 'upgrading' option would enhance capacity where the existing line would be bypassed, but capacity would be reduced where the line would have to be shared with freight and local services due to the increased speed differential incurred.

3.6 The cost between an East Coast and a West Coast upgrade differs significantly by around £6 billion. However, in either estimate, the costs do not take into account the cost of upgrading relevant sections of one of the lines (most likely the Carstairs line) berween Edinburgh and Glasgow in order to provide a high speed service between the two cities – and, indeed, provide a further reduced journey time between London and Glasgow via the East Coast.

4. <u>**New High Speed Line to Scotland**</u>

4.1 Four different options were considered for a full high speed route (largely 400kph design speed) all the way to Scotland (beyond Leeds and Manchester/HS2 Phase 2) as shown in Appendix 5 (Figure 11 in the Broad Options report), with one option up the West Coast and three options up the East Coast.

4.2 It should be noted that the Broad Options report only looked into providing a high speed line to either Glasgow and Edinburgh (option A) or only to Edinburgh (Options B, C and D). It will therefore be necessary to add to this work by using outcomes from the Transport Scotland's "High Speed Rail Scotland" report in order to:
- Provide a High Speed Route to both Glasgow and Edinburgh, and
- Provide a High Speed Line between Edinburgh and Glasgow (in order to provide a local high speed service between the two cities)

4.3 Regrettably, this is not straight forward since the cost bases used differs between the two reports; the Broad Options report includes construction costs (including contingencies and land) whereas costs in the High Speed Rail Scotland report also includes operating and maintenance costs over a 60 year operating period. It is also the case that the High Speed Rail Scotland report did not test a Glasgow-Edinburgh route on its own but also included a southward extension to link in with the WCML south of Carstairs.

4.4 **Option A** The line would continue from end of Phase 2 near Wigan (Manchester) to Glasgow and Edinburgh up the West Coast.

4.5 The alignment would straddle the Lake District National Park/Yorkshire Dale National Park and, in Scotland, would cross the Southern Uplands. It would split in 2 near Carstairs into a Y-shape, with each end of the Y serving Glasgow and Edinburgh.

4.6 This line would serve Glasgow and Edinburgh equally well with a London journey time of 2 hours and 30 minutes. It could potentially also serve Preston, Lancaster and Carlisle.

4.7 The cost was estimated at around £32 – 34 billion. In addition, in order to provide and Edinburgh – Glasgow high speed service, it would be necessary to 'close the top of the Y' and, based on the High Speed Rail Scotland report, this could be assumed to be around £2 billion making the total cost (for comparison with the other options) around £34-36 billion.

4.8 **Option B**
The line would continue from the end of Phase 2 near York and follow and East Coast alignment until north of Newcastle where it would go more inland via the A197 corridor and Wooler before crossing the Lammermuir Hills and entering Edinburgh from the East.

4.9 The estimated London – Edinburgh journey time would be 2 hours 30 minutes whereas the London – Glasgow journey time would be 3 hours 5 minutes, assuming an Edinburgh – Glasgow high speed link was also implemented.

4.10 The line would also serve York, Darlington/Teesside and Newcastle/Tyne & Wear.

4.11 The cost was estimated at around £27 – 29 billion. In addition, the construction cost of an Edinburgh – Glasgow high speed link could be guessed at around £6 billion (based on the High Speed Rail Scotland report), making the total cost (for comparison with the other options) around £33 – 35 billion.

4.12 **Option C**
The line would be reasonably similar to Option B but would largely

follow the existing East Coast Rail transport corridor rather than a short-cut via Wooler and the Lammermuir Hills. Journey times would also be similar to Option B.

4.13 Costs would be marginally higher than Option B, at £28 – 30 billion, increasing to an estimated £34 – 36 billion with the inclusion of the Edinburgh – Glasgow leg.

4.14 Option D
The line would cross inland north of Newcastle and largely follow the A72 corridor (Peebles), before heading north and splitting with one leg to Glasgow and one to Edinburgh, entering the city from the West.

4.15 The estimated London – Edinburgh journey time would be 2 hours 50 minutes whereas the London – Glasgow journey time would be 2 hours 45 minutes.

4.16 Estimated construction costs at £41 – 43 billion (excluding an Edinburgh – Glasgow element) is considerably higher than for the other options.

4.17 A new High Speed Line Lower Cost Option
Due to the high costs associated with the above options A – D, HS2 Ltd was asked to consider a lower cost option by lowering the 400kph design speed in specific topographically challenging locations to allow the line to follow the topography and existing transport corridors – but still capable of a max 3 hour journey time between London and Glasgow/Edinburgh.

4.18 Only a West Coast option was worked up, with a new High Speed Line from the end of HS2 Phase 2 near Wigan and joining the existing Scottish network near Carstairs. This could achieve a 2 hour 50 minutes journey time from London to both Glasgow and Edinburgh. This is shown diagrammatically in appendix 6 (figure 11 in the Broad Options report)

4.19 The implementation cost of this option was estimated at £22 – 25 billion. This figure would not include upgrading of lines between Edinburgh and Glasgow which could possibly add more than £6 billion which could arguably be interpreted as a saving of around £5 billion or thereabout when compared with options A,B and C

4.20 No East Coast option was considered in respect of this scenario, perhaps based on the reasoning that a London – Glasgow journey time of 3 hours would probably not be achieved.

4.21 Discussion
It is of concern that the West Coast and East Coast options investigated are not directly comparable due to the different destinations assumed (Glasgow and Edinburgh in respect of Options A

and D and the Low Cost Options but Edinburgh only in respect of Options B and C).

4.22 In addition, in order to compensate for this anomaly, the different cost bases used for the two studies (construction and land costs only for the Broad Options study but the total cost, including operating and maintenance cost over a 60 year period in the High Speed Rail Scotland study) makes the comparison even more complicated.

4.23 It may appear to some that since none of the East Coast options tested (with the exception of the much more expensive Option D) did achieve the target of a three hour journey time between London and Glasgow, the whole study may appear 'in favour' of a West Coast solution.

4.24 It is somewhat surprising that the only journey time target set was that between London and Glasgow/Edinburgh – with the 3 hour target representing a journey time saving of around 38 mins when compared with the estimated journey time post HS2 phase 2. Why wasn't there also a journey time target for the London – Newcastle journey? A reduction in the estimated 2 hrs 17mins journey time post HS2 Phase 2 to a target of around 2 hrs would not have been unreasonable.

4.25 It could indeed be argued that there may be a good business case for extending the High Speed Line from Leeds/York (end of HS2 Phase 2) to Newcastle. The Broad Option report suggested that "a particularly high benefits and revenue impact would be achieved by upgrading the section of the ECML between York and Newcastle". Should the High Speed Line be extended to Newcastle as a separate scheme, the starting points for extending High Speed Line to Scotland would be Newcastle in the east and Wigan/Manchester in the west.

4.26 It would appear that travel flows and the 3 hour journey time target between London and Edinburgh/Glasgow appear to have governed much of the Broad Options study. In particular, the 'difficulty' in achieving the 3 hour London-Glasgow target with an East Coast option was strongly noted although there was little discussion how this could be mitigated.

4.27 For example, it has been assumed that access into the cities would be via the current classic network rather than new and costly urban high speed alignments. It was also assumed that a Glasgow bound service up the East Coast would also stop and serve Edinburgh whereas, with a possible Edinburgh high speed rail bypass (with the Glasgow/Edinburgh train being split at Newcastle, with the individual portions serving Glasgow and Edinburgh separately) it is most likely that a Glasgow – Edinburgh journey time of less than 3 hours could be achieved via the East Coast.

4.28 It is also of concern that, apparently, only scant attention has been

given to the quite significant 'intermediate' cross border flows between Edinburgh / Glasgow and the other major conurbations in the English Midlands and North of England. And the impact on other 'intermediate flows' affected (e.g. from Newcastle to other cities further south, including London) has apparently not been given much 'attention' at all.

4.29 Another issue is the more recent proposals for the development of a high speed line (HS3) in the North of England between Liverpool / Manchester in the south-western corner of the larger Transport for the North (TfN) Region, to Leeds and beyond in the north-eastern end. There could be considerable synergy between this proposal and the proposal to extend HS2 to Scotland – and the impact would be particularly relevant to 'intermediate ' flows (i.e. non-London flows).

5. Discussion on Connectivity with English Cities

5.1 The East Coast and West Coast options differ quite significantly in respect of High Speed Rail connectivity between Edinburgh/Glasgow on the one hand and between major English Cities on the other.

5.2 They both provide High Speed connectivity with Birmingham and London although the East Coast option will add half an hour + extra journey time to/from Glasgow.

5.3 On the other hand, an East Coast option would provide high speed connectivity between Edinburgh/Glasgow and Newcastle/Tyne&Wear, Darlington/Teesside, Leeds, Sheffield and East Midland.

5.4 Should HS3 between Leeds and Manchester/Liverpool become reality, then an East Coast option would also provide High Speed connectivity between Glasgow/Edinburgh and Manchester/Liverpool.

5.5 With an East Coast option, Newcastle would also enjoy the High Speed connectivity with all the other major English cities mentioned above.

5.6 With a West Coast option, Edinburgh/Glasgow would get High Speed connectivity with Carlisle, Preston, Manchester and Liverpool whereas Newcastle would not gain at all.

5.7 As mentioned earlier (Section 2), 'Intermediate' rail passenger flows to/from Edinburgh is considerably higher for the Edinburgh region than the Glasgow region and when adding the intermediate flows to/from the Tyne and Wear and the Teesside regions, it is arguably the case that this issue will be of significantly greater concern to East Coast Authorities than for West Coast authorities.

5.8 It could therefore be argued that, in the same way that there are targets for maximum journey time between Edinburgh/Glasgow and

London (and arguably, a max journey time Newcastle-London should also be set), there should also be targets in respect of maximum journey times for 'intermediate' journey between Edinburgh /Glasgow and major North of England Cities.

5.9 The Transport for the North consortium have set journey time targets for connectivity between all the main Northern Cities(Newcastle, Leeds, Sheffield, Hull, Manchester and Liverpool as well as Manchester Airport as shown in Appendix 7. Much of this would be achieved with the implementation of HS3.

5.10 To this I have added potential journey time targets for Edinburgh – Glasgow, Edinburgh – Newcastle and Edinburgh/Glasgow – Preston – Manchester / Liverpool. Targets south of the northern cities (e.g. the East Midlands) could of course also be added to the diagram.

5.11 Combined, this would give journey time targets for almost all cross border 'intermediate' journeys and the extent of how this can be achieved should form part of any further work regarding high speed rail to Scotland.

5.12 The impact of High Speed Rail on cross border journeys to/from towns and cities **north of the Central Belt** was not looked into in the Broad Option report. Such services could be achieved by extending some classic compatible high speed trains serving Edinburgh or Glasgow to also serve, for example, Dundee/Aberdeen and Inverness.

5.13 It is however most probably the case that any high speed service to Glasgow and Edinburgh up the West Coast would have to be reversed out of Waverley and Glasgow Central respectively in order to continue further north - whereas a high speed service up the East Coast to Edinburgh could continue further north without a change of direction.

6. **Operation of an Edinburgh – Glasgow High Speed services**

6.1 There should be more work associated with how an Edinburgh - Glasgow high speed service could be operated. With a West Coast alignment, an Edinburgh – Glasgow service would have to be a stand-alone service whereas, with an East Coast alignment, the service could form part of Anglo-Scottish services operating to Edinburgh and Glasgow; this would also include any regional high speed services commencing, for example, in Leeds or Manchester.

7. **Capacity**

7.1 The report makes reference to the great benefits of creating a separate track for high speed services and thereby providing significant added capacity for freight and local services. The report

does not however dwell into any analysis where the benefits of released capacity would be greatest – the East Coast or the West Coast – and this must form an important part of any further work.

8. **Benefits**

8.1 Benefits have been estimated but, arguably, only to a limited extent. Although no specific demand modelling has been undertaken, journey time savings with a 3 hour London-Scotland journey time has been estimated at £3 bn with additional revenue benefits of a further £3 bn. 'Wider' economic impact benefits was estimated at £1 bm, leading to a total benefit estimate over the lifetime of the project at £7 bm.

Appendix 2 East and West Coast Main Lines to Scotland and Extent of HS2 (Phases 1 & 2) to Leeds and Manchester
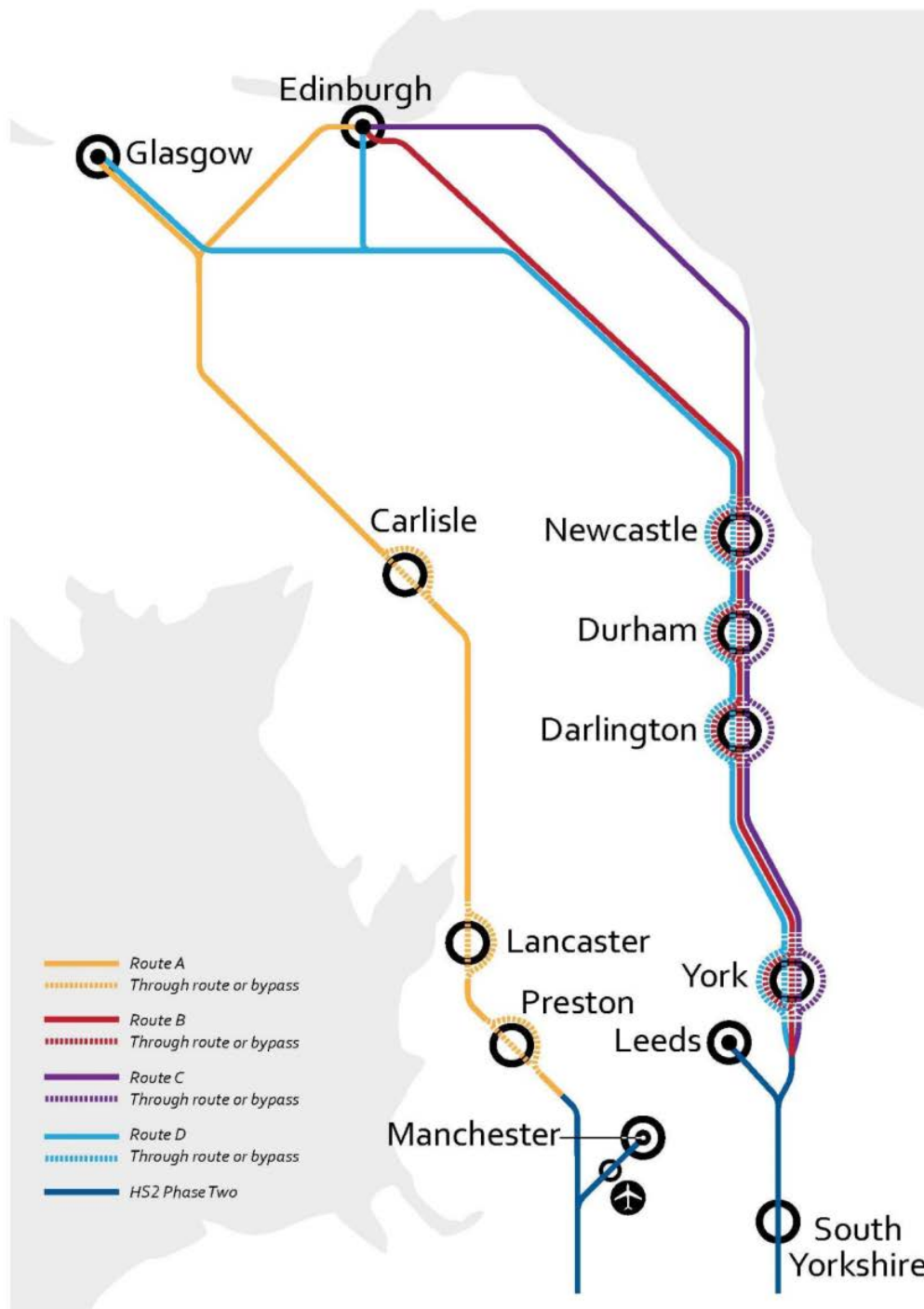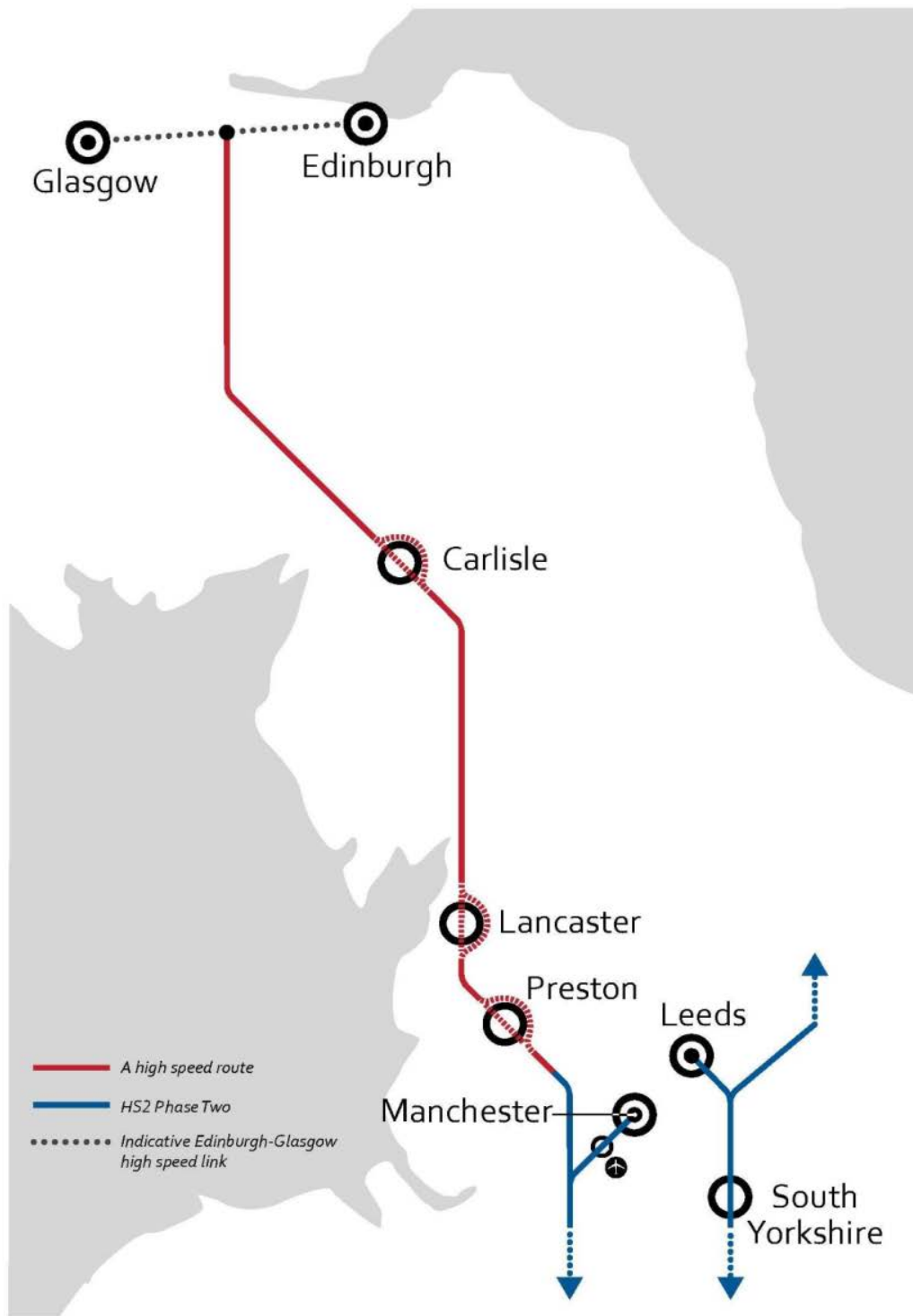
1.   Estimate of Travel Demand

1.1   Only very limited information on travel demand was made available in the Broad Options report so a significant amount of assumptions and 'rough' estimates was undertaken for this discussion report.

1.2   Some of the information provided is also misleading. In section 2.2.1 of the 'broad option' report, it states that by 2036 (when HS2 phase 2 to Leeds and Manchester will be in place and with High Speed services provided all the way to Edinburgh and Glasgow) "there will be around 163,000 trips per day between stations in Scotland and stations in England and Wales (including trips in both directions)". This must therefore mean rail trips only.
However, in Figure 6 of the 'broad option' report, total 2036 cross-border travel demand (all modes) is quoted as 163,000 trips per day (without splitting this figure between the modes).
In this discussion paper, it is assumed that the latter figure is correct and that the cross border rail travel demand is significantly less than 136,000 trips in both ndirections per day.

1.3   The only 'semi-specific' figure provided was for the second largest (after London) cross-border rail flow, which is to/from Newcastle with "more than 3,000 rail trips per day" in 2036 when HS2 would reach Leeds and Manchester and HS2 services would continue on the classic network to Scotland.

1.4   A diagrammatic break-down of predicted 2036 cross-border rail trips to/from Edinburgh, Glasgow and 'rest of Scotland' on the north side of the Border and London and the other main Cities and Towns in the +Midlands and North of England is shown in Appendix 3 (Figure 7 in the main report).

1.5   From Figure 7 of the report (Appendix 3 of this discussion paper) it was estimated that the sum of the width of the three segments for cross-border flows to/from Newcastle was around 17.1 mm. It was then assumed that each 1 mm = 200 daily passengers, making the total cross-border Newcastle flow 3,420 passengers of which 2,100 would be to/from Edinburgh and 540 to/from Glasgow

1.6   From the same estimate of 1 mm 'segment width' = 200 passengers (in the Appendix 2 Diagram), it could be assumed that total cross-border daily flow to/from London would be 12,540 (width of the three segments = 62.7 mm), of which 4,880 to/from Edinburgh and 4,420 to/from Glasgow

1.7   The 'broad option' report also states that 30% of cross-border rail trips (whatever that total is) is to/from London station. In the Scottish end, 46% of all cross-border trips is estimated to be to/from Edinburgh, with Glasgow and 'rest of Scotland' having a 27% share each.

1.8   Total Cross Border flows could therefore be estimated at 41,800 passengers, of which 19,230 would be to/from Edinburgh and 11,285 to/from Glasgow.

1.9   Finally, it could therefore also be estimated that cross-border flows to/from all other English Cities and Towns (other than London and Newcastle) would be around 25,840, of which 12,250 would be to/from Edinburgh and 6,325 to/from Glasgow, i.e. the Edinburgh flow can be assumed to be around 80% greater than that for Glasgow.
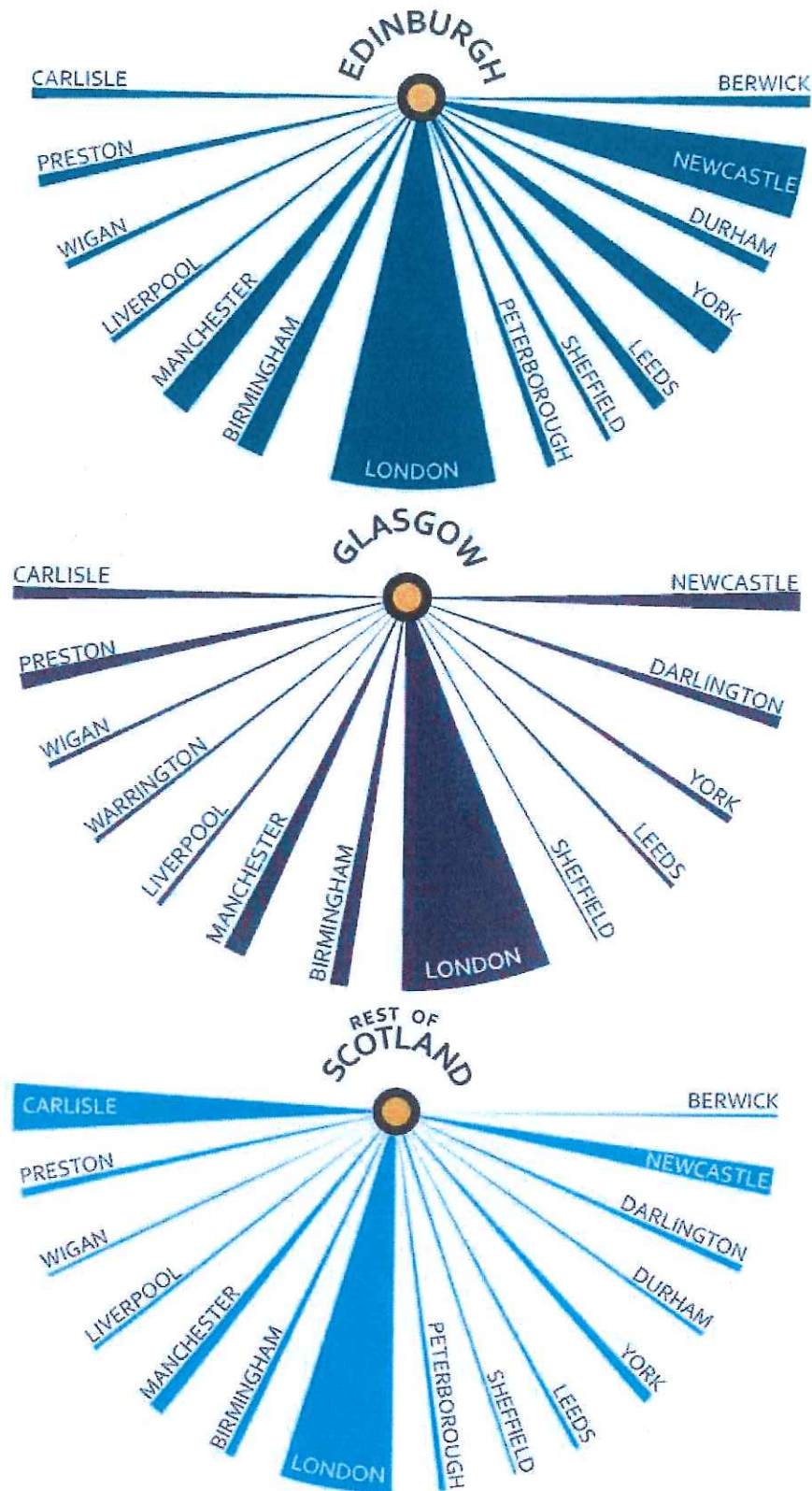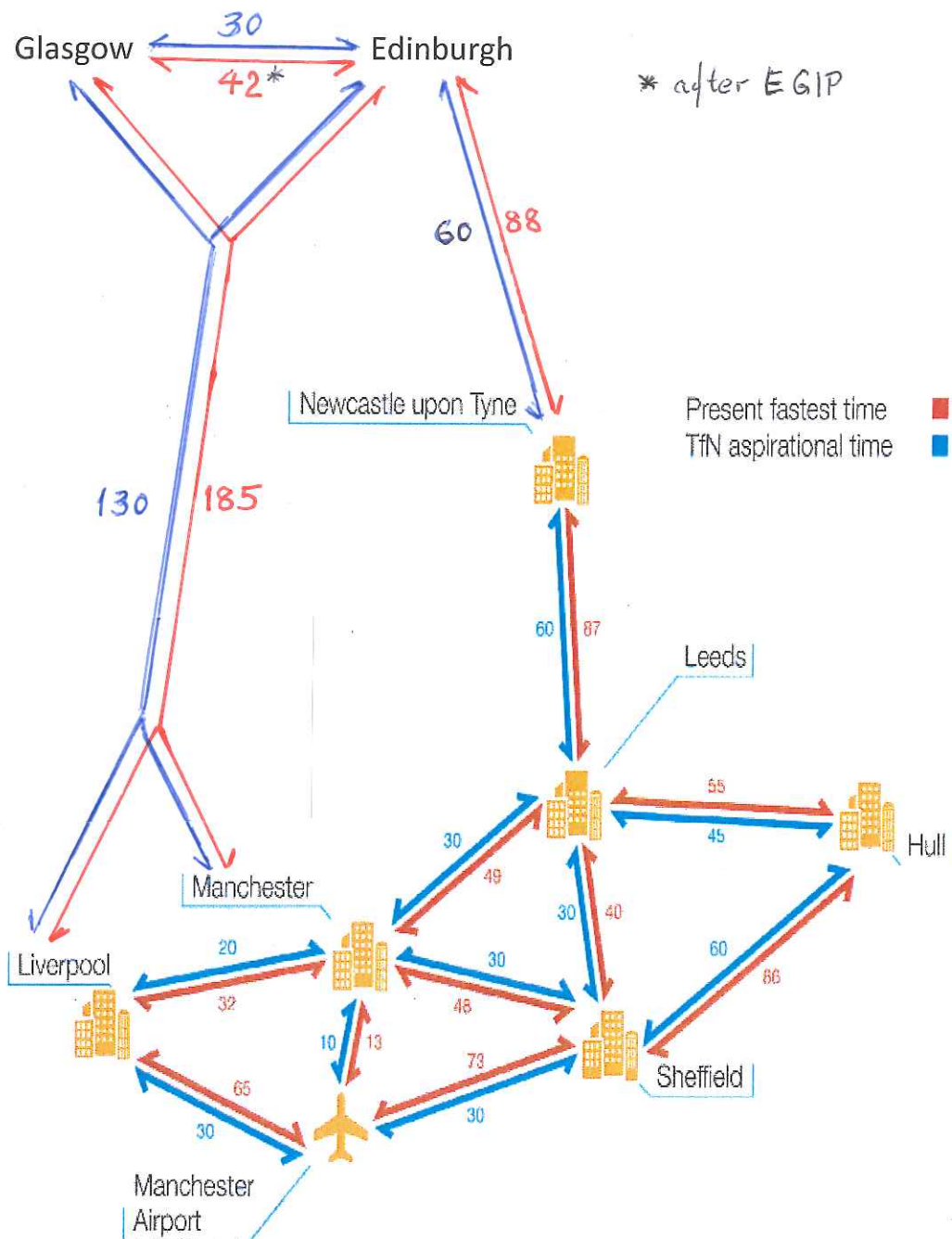
Appendix 4 Relative demand for cross-border rail trips

(Based on forecast volumes of passengers for 2036 with Phase 2; Figure 7 in Broad Options report)

Edinburgh

Glasgow

Carlisle

Newcastle

Durham

Darlington

Lancaster

Preston

York

Leeds

Manchester

South Yorkshire

Route A
Through route or bypass
Route B
Through route or bypass
Route C
Through route or bypass
Route D
Through route or bypass
HS2 Phase Two

Appendix 6   A lower cost high speed rail option

Glasgow — 30 → Edinburgh
42*

* after EGIP

Present fastest time ■
TfN aspirational time ■

60 88

130 185

Newcastle upon Tyne

60 87

Leeds

55
45

Hull

30
49

30 40

60
86

Manchester

20
32

30

Liverpool

10 13

73

Sheffield

65
30

Manchester Airport

30

Appendix 7   Current and potential future 'target' rail journey times

Community Empowerment (Scotland) Act 2015 – Part 2 Community Planning – Consultation on Draft Guidance and Regulation

1.   Introduction

1.1   At our last Board meeting the implications to SEStran of the Community Empowerment (Scotland) Act 2015 were discussed. The Scottish Government has now instigated a consultation on the Draft Guidance and Regulation for the Community Empowerment (Scotland) Act 2015 which is due to close on 19 June.

1.2   The guidance has implications for SEStran and how it operates within the community planning context and it is important that our views are submitted. There are nine questions in the consultation, listed in the Appendix and it is proposed that the SEStran substantive response should focus upon the principles for effective community planning.

2.   Consultation

2.1   In general SEStran is very supportive of the principles of the Act and many of these principles have already been taken up on a collaborative basis. Whilst clarification after publication from Scottish Government officials to RTP Lead Officers has recognised that some of the published draft guidance could be viewed as more of enforcement of participation rather than co-operative working, it is hoped that this assurance could be reflected in the final edits of the Draft Guidance.

2.2   SEStran is in partnership with eight Community Planning Partnerships (CPPs) with a small number of professional officers potentially available to attend meetings and provide input where required. With 4/6 meetings per quarter per authority and the growing requirements for additional involvement in locality planning, this could place a significant strain on our current resources without clear prioritisation. SEStran would clearly welcome further opportunities to increase our capacity to contribute to Community Planning and heighten the role of regional transport planning across all 8 SEStran local authorities if this was identified as a clear Government priority for SEStran as a public body to progress as Local Outcome Improvement Plans (LOIPS) develop.

2.3   SEStran is very aware of the importance of good transport links to address issues of inequality and poverty by access to jobs, education, services and facilities. It is noticeable that transport is never considered a key priority on

its own but is implicit in the delivery to individuals and communities of the high quality life-changing outcomes desired by Community Planning Partnerships.

2.4 The current draft guidance is very broad and could introduce an unrealistic expectation on the ability of partners to contribute, so the recognition within the guidance around the scope of contribution expectations for differing situations is welcome. Whilst it may be questionable to some that a RTP should be involved in the details of every locality planning exercise. However it is recognised that the collated results of such a process will have a clear evidence base role for the formulation and scoping of the new regional transport planning strategies.

2.5 There will be a clear balance to strike between continuing to address statutory equality issues versus a focus on wider "community priorities". There needs to be greater recognition of the role transport can play to removing inequalities and the importance the community places on good transport links.

2.6 There is a clear opportunity with this guidance to focus place-based approaches to tackling poverty and inequality and the need for sub-regional/locality plans to have a greater focus on promoting economic opportunity and social justice, with transport and social mobility performing a key role in delivering positive outcomes.

2.7 A number of recent research reports have highlighted the need to not solely focus on place regeneration in terms of anti-poverty programmes but also a clear need to encompass better transport links (local and regional), better accessibility to services and amenities which promote greater economic participation by expanding the sphere of opportunities and build more cohesive communities. There is a clear labour market disadvantage for those who are less mobile as they are more reliant on public transport. This is very much an issue which is reflected in our Regional Transport Strategy and would appear to fit well with the Scottish Government's Inclusive Growth agenda outlined in Scotland's Economic Strategy.

2.8 Looking to the future, The Scottish Government will consult on the next set of national outcomes for the National Performance Framework later this year/early next year. The current Scottish Government has committed to implementing the United Nations Sustainable Development Goals (SDGs). There is a specific gender equality goal, which may be of relevance to mobility/accessibility given some recognised equality issues around transport. There is also a generic inequalities goal and a climate change goal on which SEStran would welcome further guidance as to how the transport, accessibility and mobility aspects of this new NPF will be implemented by CPPs, and whether there will be further guidance issued by the Scottish Government.

2.9 It will be important to have a clear transport focus in the future landscape of national outcomes which will drive the work of CPPs and the opportunities

for intelligent centralisation across local authorities that could be delivered via further joint working between Community Planning partners. It would be welcome if the guidance could highlight the key transport/accessibility planning role of RTPs within the process, in the absence of Transport Scotland being a statutorily required partner in CPPs.

2.10 The premise of intervening early, targeting risk groups and small communities of place or interest may initially seem at odds with the remit of an RTP. However, in terms of our statutory requirement to promote social inclusion if a regional intervention is required that delivers outcomes on a locality scale, this may be justified as best value if it reduces failure demand or expenditure via a new cross-boundary service and this can be a place where RTPs and the completely new RTS could add value to CPPs. There is a clear potential role here for regional transport surveys to provide data and an evidence base for early intervention/secondary prevention. In this regard, it would be helpful if there was reference to transport planning data in the consultative draft of the guidance when CPPs are progressing a Local Outcome Improvement Plans and makes linkages to its use for employability, sustainability and inclusion outcomes.

2.11 Furthermore, the Scottish Government have indicated in the First Minister's recent priority-setting speech to the Scottish Parliament at the end of May 2016 that they will issue guidance on the use of Part 1 of the Equality Act, which will have a key impact on strategic decisions of public bodies to tackle socio-economic disadvantage potentially. The Government have also stated they will re-appoint a Poverty and Inequality Advisor. The use of Part 1 of the Act, has been suggested could address the fundamental degenerative challenge of high and increasing socio-economic inequalities by introducing a statutory duty for supporting socio-economic equity in all public policy.

2.12 Whilst the Community Empowerment (Scotland) Act outlines the collective duty for CPPs to carry out functions in Part 2 of the Act with a view to reducing inequalities of outcome which result from socio-economic disadvantage unless the partnership considers that it would be inappropriate to do so. Any guidance if published in future on this Act and Part 1 of the Equality Act would be helpful if it could outline how an individual duty on public authorities integrates with this CPP wide duty.

2.13 SEStran would view the forthcoming Equality Act duty and existing Community Empowerment Act duty on socio-economic disadvantage as a key potential tool in delivering outcome of an adequately accessible, efficient and affordable transport infrastructure at locality, local and regional levels.

3. Conclusion

3.1 This consultation is on the substantive details of managing community planning. The above summary is proposed to form a response from SEStran officer bearers to the Cabinet Secretary for Communities highlighting a broad view of the transport to be more visible within the

community planning process and the difficulties of achieving this. This consultation is a clear chance to build on the theme of "transport inequalities" articulated by other stakeholders in pre-election Scottish policy debates. The Board is welcome to make comments for inclusion on the proposed response.

4.   Recommendation

4.1   The Board notes the above and approves the outline of the proposed response to Scottish Government and is welcome to provide further comment before the response is submitted.

Alastair Short

Strategy Manager

10th June 2016

Appendix 1 – consultation questions

Policy Implications	Policy implementation
Financial Implications	None
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None
Climate Change Implications	None

Appendix 1

Q1: The guidance identifies a series of principles for effective community planning. Do you agree with them? Should there be any others?

Q2: The draft guidance sets out common long-term performance expectations for all CPPs and community planning partners. Each CPP will adopt its own approach towards meeting these expectations, reflecting local conditions and priorities. Even so, do you think there are common short- or medium-term performance expectations which every CPP and partner should be expected to meet? If so, what are they?

Q3: The 2015 Act requires CPPs to keep under review the question of whether it is making progress in the achievement of each local outcome in their LOIP and locality plan(s). CPPs must from time to time review their LOIP and locality plan(s) under review, and to revise them where appropriate. Even with this, do you think the statutory guidance should require CPPs to review and if necessary revise their plans after a specific period of time in every case? If so, what should that specific period be?

Q4: What should the statutory guidance state as the latest date by which CPPs must publish progress reports on their local outcomes improvement plans and locality plans? 4 months 6 months Other
If other please provide timescale

Q5. Do you have any other comments about the draft Guidance?

Q6. We propose that the draft regulation for locality planning should set one criterion only, which is a maximum population permissible for a locality. Do you agree? What are your reasons?

Q7: The draft regulation sets a maximum population size for localities subject to locality planning of 30,000 residents. It also proposes an exception which allows a CPP to designate a local authority electoral ward as a locality even where its population exceeds 30,000 residents. Are there circumstances in which these criteria would prevent a CPP from applying a reasonable approach to locality planning? What difference would it make to how localities were identified for the purposes of locality planning in the CPP area(s) in which you have an interest, if the maximum population size were set at (a) 25,000 residents or (b) 20,000 residents?

Q8: Do you have any other comments about the draft Regulation?

Q9: Are there any equality issues we should be aware of in respect of local outcomes improvement plans and locality plans?

ROYAL SOCIETY OF ARTS – INCLUSIVE GROWTH COMMISSION

1.   Introduction

1.1   The Royal Society of Arts (RSA) has recently launched an Inclusive Growth Commission designed to understand and identify practical ways to make local economies across the UK more economically inclusive and prosperous. The commission will be an authoritative, independent inquiry that will report in March 2017.

1.2   The inquiry will hear from a diverse range of individuals and organisations in cities and town across the UK. Through a combination of formal evidence hearings, seminars, research and citizen engagement, the Commission will seek to make practical recommendations as to how places can create more resilient, dynamic and inclusive local economies.

1.3   Individuals, organisations and other interested parties are invited to submit written evidence in response to these key themes and research questions. Written evidence will be accepted from 28th April 2016 until 31st December 2016.

2.   Discussion

2.1   As part of their programme of evidence collection, the RSA have issued an invitation for all interested parties to share with them relevant data, ideas and comments with regard to the Commission's three main research themes:

2.2   **Economy – *More inclusive, productive labour markets***
   - How can we enable as many people as possible to contribute to, and benefit from, local economic success?
   - How can we overcome social, gender, health and other barriers to accessing local labour markets?
   - How might more inclusive economies make places more productive and reduce demand for some public services over the long term?
   - How can we shape cities and neighbourhoods to encourage a more entrepreneurial culture?

2.3   **Place – *dynamic, resilient places***
   - What are the characteristics of success at different geographic levels – region, city, neighbourhood – and how do these vary across the UK?
   - How can all places create a viable model for sustainable, dynamic and inclusive place-based growth?
   - How might places within and at the periphery of major urban centres capitalise on the potential of existing devolution deals?
   - What additional powers and flexibilities might be needed to give places the ability to respond more effectively to the complexities of their economic geography?

2.4   Governance – *Creating system change*

- How might we re-structure central and local public financing and related systems, so services support each other more effectively and decisions are made with a longer term time horizon in mind?
- What type of metrics for inclusive growth can be developed to support this?
- How can financial and fiscal risks be mitigated in places beyond the major metropolitan areas?
- How will Whitehall and the Devolved Administrations need to adapt?
- What are the barriers to achieving system and culture change?

2.5   A recent "All on Board" report from the Organisation for Economic Co-Operation and Development (OECD) suggests that, if we had made different economic choices from the early 1980s on, then the UK economy could have been 20% larger, by focusing on the inequality gap at that time, thus delivering a stronger economy, rather than focusing on economic growth in the hope that greater equality might result.

2.6   Clearly this research is very timely given the focus of the incoming Scottish Government's manifesto which will translate into a future programme for Government, with an increasing regional focus on delivery of key strategic services to tackle inequalities.

2.7   Now take for example the delivery of transportation infrastructure and delivery generally in the last 1 or 2 decades. We have seen the increasing disaggregation of strategic transport planning across Scotland, indeed only one passenger transport authority in Scotland exists at present, SPT. Given the expected growth of Edinburgh up to 2050 it could be argued that Edinburgh City-Region should also have an integrated authority for all forms of transport of a strategic scale to ensure prosperity and accessibility into wider North of England labour markets.

2.8   Not only is an efficient and well-designed transport system crucial for economic purposes, but also to the delivery of many Government social and environmental initiatives and the overall prosperity of all within UK City Region economies. The need to enhance mobility and accessibility to services and opportunities can be seen in a variety of recent Government policies and strategies, even those which do not necessarily have transport as their focus.

2.9   In this financial context, it is critical therefore that all partners in City Regions continue to focus on outcomes, using our local resources flexibly and collectively in a responsive rather than prescriptive manner, and seek to reduce demand on services by preventative measures and innovate in terms of service delivery.

2.10   Collaboration in the design and delivery of services moving forward will be critical to tackling these challenges successfully. Including an acceptance that in some forms of public services, intelligent centralisation of services through nationally joined up approaches are the only way forward if we are to continue to deliver best value public services in Scotland. Collaboration is not only important in a financial context, it's also important in a service resilience

context and continuing to have human resource available. As with the Commission on Strengthening Local Democracy, there is and continues amongst the public sector to be a working assumption, based on a wide body of evidence from across Europe, that local governance and service delivery is best for delivering equitable outcomes.

2.11   However, there is also an acceptance that some things can be done at a less local level. Therefore, in the near future I could see a situation where certain public services are delivered in a variety of different regional models to deliver the local outcomes in terms of quality and sense of place and making the most of available resources.

2.12   Recent national reviews such as the Community Planning Review and prior to that the Christie Commission on Public Sector Reform have provided a focus and the building blocks for a stronger, more joined up and extensive approach to prevention, early intervention and a focus on local place. This is in addition to the recent work of the Commission on Strengthening Local Democracy with its focus on equality, diversity and environmental justice as key outcomes for local communities.

2.13   Undoubtedly, there is a strong need to increase the use of sustainable transport modes meaning, above all, promoting intermodality, technical innovation & the use of cleaner and more efficient systems. Hence, European regions need to undertake the transition towards low carbon & resource efficient transport systems in order to increase mobility, remove major barriers and encourage growth & employment. SEStran intend to utilise the REGIO-MOB project to undertake a review of their Regional Transport Strategy (RTS) and also investigate the potential for greater integration of transport, land-use, community and economic regional planning across the wider Edinburgh/South-East Scotland city region.

2.14   A collaborative, well-informed and national approach to Scotland's City-Regions and beyond is essential to delivering prosperity for City-Regions and beyond but it is crucial that a national approach puts local needs and local variation at its heart in order to produce the outcomes for the communities of those regions.

2.15   There is a view that the UK needs to be bolder in our pursuit of decentralisation of power towards communities. We need to actively engage and foster more inclusive regional and local design and implementation as necessary building blocks for inclusive economic growth and to eliminate inequality making Scottish Cities socially mobile and prosperous places to live. Given the right powers - the ability to raise more funds locally and regionally, genuine flexibility, asymmetry and subsidiarity - in addition to existing roles and responsibilities, SEStran can help deliver inclusive growth for the South East of Scotland, Scotland and the wider UK.

3.   **Conclusion**

  3.1   Our Regional Transport Strategy places great importance on connectivity recognising the SEStran area as a key driver of the Scottish Economy.

"Key Business sectors include financial services, tourism, the knowledge

economy, creative industries and retailing, all of which are crucially dependent on the ability of people, goods and ideas to connect easily locally, regionally, nationally and internationally."

3.2 It is also recognised in our RTS that accessibility to work, education, health facilities, retail and leisure facilities is crucial in developing equality of opportunity.

3.3 Therefore SEStran with its emphasis on encouraging the development external links e.g. High Speed Rail and increased accessibility, should respond to the RSA – Inclusive Growth Commission.

4.   Recommendation

4.1 It is recommended that the Board agrees to SEStran responding to the Royal Society of Arts – Inclusive Growth Commission developing the points discussed above over the course of 2016.

George Eckton

Partnership Director

20th May 2016

Policy Implications	Policy implementation
Financial Implications	None
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None
Climate Change Implications	None

ANNUAL TREASURY REPORT 2015/16

1   Purpose of report
        The purpose of this report is to provide an Annual Treasury Report for the
        financial year 2015/16.

2   Summary
        The Partnership has adopted the CIPFA Code of Practice on Treasury
        Management in the Public Sector, and under the code, an Annual Report on
        Treasury Management has to be submitted to the Board after the end of each
        financial year.

3   Investment Out-turn 2015/16
3.1   During the financial year the Partnership maintained its bank account as part of
        the City of Edinburgh Council's group of bank accounts. Cash balances were
        effectively lent to the Council, but were offset by expenditure undertaken by the
        City of Edinburgh Council on behalf of the Partnership. Interest is calculated on
        the month end net indebtedness balances between the Council and the Board in
        accordance with the Local Authority (Scotland) Accounts Advisory Committee's
        (LASAAC) Guidance Note 2 on Interest on Revenue Balances (IoRB). The
        Board gains security from its counterparty exposure being to the City of
        Edinburgh Council. The monthly balances held within the Council's funds were:

	£
Opening Balance	-1,006,324.88
30 April 2015	290,497.49
31 May 2015	254,794.23
30 June 2015	73,203.01
31 July 2015	-37,070.07
31 August 2015	11,695.74
30 September 2015	-8,422.11
31 October 2015	149,028.09
30 November 2015	-228,744.30
31 December 2015	279,278.49
31 January 2016	-40,246.91
29 February 2016	-145,350.81
31 March 2016	-572,561.36

        Negative figures above reflect balances the Partnership owes to the City of
        Edinburgh Council. Interest is calculated from the average monthly balance over
        the opening balance and 11 months. The interest rate applied was 0.362%. The
        amount of interest charged to the Partnership was £126.64.

3.2   The month end indebtedness between the Partnership and City of Edinburgh
        Council principally reflects the cash flow timing differences of funded projects.
        This arises from payment of costs for projects by SEStran, in advance of receipt
        of grant. There are two Bus Investment Fund grant claims in the process of
        being settled as at 31 March 2016, with a total value of £0.768m.

4 Recommendations

4.1 It is recommended that the Board notes the Annual Report for 2015/16.

HUGH DUNN
Treasurer

Appendix   None

Contact/tel   Iain Shaw, Tel: 0131 469 3117
                   (iain.shaw@edinburgh.gov.uk)

Policy Implications	None
Financial Implications	As outlined in the report
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None.
Climate Change Implications	None

SESplan- Strategic Development Plan

1   Introduction

1.1   SESplan published their Proposed Strategic Development Plan (SDP) which sets out an ambitious vision to guide growth in the south east of Scotland over the next twenty years.

1.2   SEStran has been working closely with SESplan in developing the SDP ensuring that areas identified for development are sustainable and potentially minimise the impact of development on congestion and provide the opportunity for sustainable travel, reflecting measures in our RTS.

2   Discussion

2.1   Although we have worked with SESplan on transport issues it has become obvious that the detailed analysis of transport issues as currently being examined in the Cross Boundary Impacts Study is out of sync time wise with the proposed timetable for publishing the SDP.

2.2   Recognising this SESplan instigated a high level study to look at the impact of the proposed additional transport generation comparing the generation as predicted from the implementation of SDP1 and SDP2.

2.3   With a greater concentration on development within the Edinburgh area, it is of no surprise that conditions on the congested areas of the network e.g. west Edinburgh, City bypass and approaches from the east, will continue to worsen.

2.4   It is appreciated that the detailed transport appraisals associated with the Cross Boundary study are required to appraise the impact of various measures identified in our RTS on these locations before more conclusions on infrastructure requirements can be made.

2.5   It is therefore recognised that there will additions to strategy as further appraisal work is finalised which will published in the form of supplementary guidance.

2.6   The consultation will take place in September/October this year and can be examined on their portal sesplan.objective.co.uk/portal

3   RECOMMENDATION

The Board notes the above progress with the SESplan Strategic development Plan

Alastair Short
Strategy Manager
23rd May 2016

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

Attendees

Transport Scotland	Adam Priestley (AP) (Chair)
SEStran	Alex Macaulay (AMC)
SEStran	Alistair Short (AS)
East Lothian Council	Grant Talac (GT)
Fife Council	Mark Barrett (MB)
Fife Council	John Mitchell (JM)
City of Edinburgh Council	Keith Miller (KM)
City of Edinburgh Council	Andrew McBride (AMB)
Midlothian Council	Lindsay Haddow (LH)
Midlothian Council	Neil Wallace (NW)
West Lothian Council	Chris Nicol (CN)
AECOM	Richard Cann (RC)
CH2M HILL	Iain Arthur (IA)
CH2M HILL	Colm Smyth (CS)
SYSTRA	Jeff Davidson (JD)
SYSTRA	Laurence Bacon (LB)
David Simmonds Consultancy	Andy Dobson (AD)
JMP Consultants	John Milligan (JM)

Apologies

Transport Scotland	Alison Irvine (AI)
Transport Scotland	Stephen Cragg (SC) / Paul Junik (PJ)
SESplan	Graeme Marsden (GM)
City of Edinburgh Council	Ewan Kennedy (EK)
Scottish Borders Council	Graeme Johnstone (GJ)
CH2M HILL	Julia Gilles (JG)

PRINCIPAL ISSUES

Ref.	On-going Issue	Update/Comment
2.1	City Deal	Ongoing.
3	Appraisal Lead Commission (CH2M Hill)	Supporting TELMoS and Modelling specification.
		SRM12 (ref and test) results will be issued shortly for hotspot appraisal and intervention investigations to proceed.
		CH2M will be issuing documents as the appraisal progresses. If the study is to keep to programme, it is important that LAs respond quickly to these documents.

4	Transport Modelling Commission (SYSTRA)	SYSTRA presented updated draft Test case model results.
		The presentation included the input data from the latest TELMOS run.
		The headline results are :
		• Significant road travel growth, particularly at key points of the network.
		• Major capacity issues & congestion impacts.
		Travel Demand: 2024 Ref. Case (Committed) to Test Case (Non-Committed)
		• Road Travel Demand: +3% (commuting +4%).
		• Public Transport Travel Demand: +2% (commuting +4%).
		• PT Edinburgh boundary cordon: +3% increase in rail and bus passengers.
		Road Travel Conditions: 2024 Reference Case to Test Case
		• Road Travel Vehicle Kms: +3%.
		• Road Travel Vehicle time: +5%.
		• Road Travel Vehicle time lost due to congestion: +9%.
		Growth in population is observed in West Edinburgh, West Lothian, East Edinburgh, East Lothian and Midlothian.
		The biggest growth in employment is in West Edinburgh, the SE wedge and Midlothian.
		The impact of additional households and jobs in the West Edinburgh and West Lothian area was highlighted.
		Large increase in delay time at Newbridge, disproportionate to flow increases.
		The presentation will be circulated to the WG.
		AMB expressed concerns that it is likely that majority of LA hotspots will fall within Edinburgh and that CEC will not have the resources to turn around mitigation proposals in quick time.
		CS reiterated that the study does not expect detailed designs and it is possible that many of the potential hotpsots have existing proposed mitigations in place. Further, there may be instances where LAs may accept the modelling predictions for the purposes of this study.
6	Programme	CS set out the milestones for the completion of the study in September 2016. A revised milestones dates will be circulated shortly. At next two WG CH2M intend to present:

		WG 19th April:
		• Hotspots (reference case and test case) • parameters for setting local objectives • draft improvement options long-list WG 31st May: • initial results of the 'major hotspot' improvement package to cross boundary hotspots testing At present the number and location of hotspots is unknown. This information will be disseminated as soon as it is available. CS accepted that LAs may not be able to address some hotspots due to spatial constraints, say. Further, LAs may not wish to encourage vehicular traffic. Other considerations also apply when considering interventions such as deliverability and cost. It may not be possible to address some hotspots within the scope of the study (e.g. congestion at the FRC). AMB considered that there may be a number of hotspots within Edinburgh given the existing number of inbound trips. AMC asked what would be the status of measures in the RTS that weren't considered as part of the final options. AP stated that the Cross Boundary Study is part of wider considerations of the network and the scope is specific to considering the mitigations required to address the non-committed developments in SDP1 when compared to the committed developments. The report will set out the scope of the study clearly. The exclusion of a proposal from the study packages does not invalidate that proposal from the consideration of improvements to the transport network. It was accepted that the programme for the delivery of the study is not ideal given the ongoing progress of SDP2.
7	Risk Register	Risk Register has been circulated.
8	Other Group Member Updates	**Midlothian** – Aim is currently to report to Council in May in order to gain approval to submit to Ministers in June. **City of Edinburgh** – Reporters Unit may request further information which would delay examination but not known at present. **SESplan** – TBC. **SEStran** – Nothing to report. **Fife** – Enquiry on-going, final outcome anticipated in June. **West Lothian** – Written response to Reporter may be delayed

		until May.
		East Lothian – Draft LDP agreed. Require use of SRM model to appraise – noted on-going liaison with TS to facilitate this. This would lead to consultation on the Proposed Plan from June.
		Scottish Borders – TBC.
9	AOB	N/A
10	Date of Next Meeting	Tuesday 19 April 2016 (at SYSTRA's office) AP to arrange meetings for late May, June and July

PRINCIPAL ACTION POINTS

Ref.	Date	Action	By Whom	Due Date
6		List of project milestones to be issued	CH2M	ASAP

Working Group Membership

Transport Sub-Group Members	Contact Details		
Agency/Authority/Company	Name	Phone	email
Transport Scotland	Alison Irvine	0141 272 7590	alison.irvine@transportscotland.gsi.gov.uk
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Appointed Consultants	Contact Details		
Company	Name	Phone	email
CH2MHILL	Julia Gilles	0141 552 2000	Julia.Gilles@ch2m.com
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CH2MHILL	Denise Angus		Denise.Angus@ch2m.com
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SYSTRA	Claire Mackay		cmackay@systra.com
AECOM	Richard Cann	0131 301 8761	richard.cann@aecom.com
JMP	John Milligan		John.Milligan@jmp.co.uk

Falkirk Council – Draft Strategic Outcomes and Local Delivery Plan

1   Introduction

- On 26th April the Community Leadership Board of Falkirk Council approved a Draft Strategies Outcome and Local Delivery Plan (SOLD) to replace the Strategic Community Plan and Single Outcome Agreement.

- SEStran has been involved in workshops developing priorities The Draft Plan is available on the Falkirk Council website and it is accepted that more work is required on various elements of the report before it is ready for final approval.

2   SOLD Report

2.1 Priorities

Falkirk CPP have identified four priorities

- Improving mental health and well being
- Employability
- Minimising the impact of substance misuse
- Tackling the impact of poverty on children (priority)

These priorities will be developed over the coming months and years with partners, stakeholders and communities.   From a SEStran point of the main priority for which accessibility is an issue is Employability. Access to education facilities and employment are key issues to ensuring employability especially for those in deprived areas.

2.2 Outcomes

The outcomes are identified as

a. Our area will be fairer and equal place to live

b. We will grow our local economy to secure successful businesses, investment and employment.

c. Our children, particularly those who are vulnerable, have the best start in life; achieve their potential and develop into resilient, confident and successful adults

d. Our population will be healthier

e. People will live independent and positive lives within supportive communities

f Our area will be a safer place to live.

Transport has an impact on most of the outcomes highlighted above, especially (b) where accessibility for freight and employment is a major consideration in achieving this outcome especially in the Grangemouth and Falkirk area. SEStran has (and will be) working with partners looking at the Grangemouth Investment Zone, mainly at improving accessibility to the area especially for freight.

In terms of (d) encouraging walking and cycling on a regular basis has been shown to improve general health and should be encouraged where safe to do so.

The ability people to travel independently has an impact on outcome (e) and road safety is a major issue in (f)

2.3 Locality Planning

The development Locality planning is at an early stage but the framework for its implementation; accountability and reporting have been established.

2.4 Discussion

Falkirk CPP has developed a Draft Delivery Plan addressing the priorities for the area. Although transport is not identified directly as a priority or an outcome, the part that transport plays in achieving outcomes is significant.

3. RECOMMENDATION

The Board notes the development of the Falkirk Strategic Outcomes and Local Delivery Plan and the proposed comments.

Alastair Short
Strategy Manager
20th May 2016

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

HITRANS Regional Transport Strategy – Main Issues Report

1. **Introduction**

    1.1 HITRANS is now carrying out an exercise, similar to SEStran's RTS revision, to revise their regional transport strategy. They have published a Main Issues Report (MIR) for comment.

    1.2 As part of the Main Issues Report there is a questionnaire with six main questions. The proposed response from SEStran is discussed below.

2. **Main Issues**

    HITRANS have identified six main issues:

    2.1 Economy
    Due to the relative remoteness of some communities in the HITRANS area, there is a need to reduce travel times and improve connectivity to ensure businesses can efficiently transport goods to their markets and people can carry out business effectively.

    Inverness Airport and rail stations are identified as key hubs for development.

    2.2 Communities
    Access deprivation has been identified as a key issue within the HITRANS area, with 18 – 24% of households not having access to a car. This can adversely affect the ability of residents to participate in everyday life especially in remote rural areas.

    2.3 Lifeline transport
    With the reduction of budgets for subsiding bus services there is an increase in the number of people without access to conventional bus services and the potential benefits of unlimited free travel.

    2.4 Reliability and resilience
    Recently there have been public transport reliability problems, mainly weather related. Cancellation of ferries and flights has been a particular problem as well as road and rail closures causing travel disruption.

    2.5 Relationships and responsibilities
    The responsibility for various transport facilities is split between Scottish Government, HITRANS and local authorities. Clarity in the roles that each partner undertakes will provide a more consistent approach.

2.6 Carbon Reduction

The role of HITRANS in reducing developing low carbon transport needs further development.

3. Discussion

3.1 The Main Issues Report identifies the relevant changes that have taken place since the last RTS and the emerging issues in the HITRANS area. A copy of the report can be found on the HITRANS web site: www.hitrans.org.uk/Corporate/Corporate Documents/Strategy

3.2 In contrast to the SEStran RTS, the main issues for HITRANS seem to be trying to improve accessibility by public transport and car to jobs and facilities especially from remote communities. This implies that there is a significantly different approach to the perceived travel problems.

3.3 As part of a consultation process, HITRANS has defined six questions for stakeholders and partners. As can be seen from the questions below they are rightly aimed at a local audience and not specifically aimed at gaining comments from other RTPs.

- Does the draft MIR fairly reflect the changes in policy and trends since the publication of first RTS in 2008?
- Does the MIR fairly reflect the changes in key issues since the publication of the first RTS?
- Are the draft RTS objectives appropriate and fitting?
- HITRANS is currently responsible for the production of the RTS for their area. In terms of the HITRANS' role and activities, from your perspective what works well and why?
- In terms of roles and activities what could be changed for the future as part of the refresh?
- What are the key policies and proposals that should be focused upon?

3.4 In general HITRANS have focussed on areas of transport that are of particular importance to them as identified above. Accessibility appears to be a key issue but I would like to have seen more discussion on transport sustainability especially in connection with new development and the development of hubs.

3.5 Therefore it is proposed to respond to the consultation supporting the approach to the refresh and its focus on local issues. Comments as discussed above should also be included.

4. RECOMMENDATION

The Board notes the development of the HITRANS RTS proposed comments on MIR as discussed above.

Alastair Short
Strategy Manager
24th May 2016

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

131

ACCESS TO HEALTH & SOCIAL CARE MEETING

10.00AM FRIDAY 8TH APRIL 2016

CONFERENCE ROOM 6, VICTORIA QUAY

Present

Name	Organisation
John Jack (Chair)	Non Councillor Member SEStran
Nikki Boath	SEStran
Karen Brown	NHS Lothian
Mark Craske	NHS Forth Valley
William Dove	NHS Fife
Lisa Freeman	SEStran
Frank Henderson	City of Edinburgh Council
Russell Imrie	SEStran
John MacDonald	CTA
Stuart McNeill	Traveline
Alastair Short	SEStran

Apologies

Name	Organisation
Sam Carlin	Scottish Ambulance Service
George Curley	NHS Lothian
Dr Jane Hopton	NHS Lothian
Philip Lunts	NHS Borders
Alex Macaulay	SEStran
Andrew McLellan	East Lothian Council
Tim Steiner	JMP

Ref		Actions
1	**Welcome & Introductions**	
	Mr Jack welcomed the group and conducted round table introductions.	
2	**Round Table review on Health Board Progress**	
	Mr Jack invited members to update the Forum of Health Board Progress.	
2.1	Karen Brown - NHS Lothian. • The Transport Hub which has been operating for 4 years will amalgamate with another service, Bed Bureau (GP admission centre) to become NHSL Flow Centre from 1 June 2016. The Flow Centre will be responsible for receiving incoming calls from GP's, sending them to the appropriate speciality / site and arrange appropriate transport for these patients to hospital. The Flow Centre is based on an American	

2.2	model and will be the first in Scotland. • The Flow Centre's primary objective is to be a single point of contact for the admission of urgent GP patients and discharge / transfer of patients from 30 sites across Lothian.	
2.3	Mark Craske - NHS Forth Valley. • Mr Craske reported their Transport Hub which is based on the NHS Lothian model is going from strength to strength. Their Hub is mostly transporting inpatients home from hospitals. Due to a lack of resources within the Ambulance Service, outpatient transport is being cancelled on the day of appointments. Karen Brown commented that NHS Lothian receive a cancellation portfolio from the Ambulance Service and Karen Brown offered to send this to Mark Craske. • Mr Craske reported that NHS Forth Valley are running buses which carry very few passengers and this is due to Clackmannanshire Council having withdrawn some of its supportive services in the area where the bus operates. • Mr Craske reported that bus services set up with a Bus Route Development Grant is operating very well. Mr Craske highlighted this bus service has had positive feedback from Stagecoach and local communities.	**Ms Brown**
2.4	Stuart McNeill - Traveline Scotland • Traveline have been working with Greater Glasgow and Clyde in relation to the opening of the Queen Elizabeth University Hospital for past 1-2 years. Traveline Scotland enhanced their smartphone application and some website pages to highlight how outpatients/staff/visitors use the journey planner to get to and from the campus. This project proved successful and Traveline Scotland have relaunched their own website for general use. • The next project - funded by all the RTPs - is to create a micro site of public transport journey planner which will be restricted to healthcare facilities. The categories are still to be determined but will include all hospitals in Health Board areas.	
2.5	A general discussion followed with regard to journey planning.	
2.6	William Dove – NHS Fife • NHS Fife have taken receipt of 4 screens provided by SEStran Frank Henderson – City of Edinburgh Council • New public social partnership with City of Edinburgh Council's 5 CT providers to work together to co-ordinate journeys and bring in a new electronic booking system with SPT's Trapeze Pass. • The Council provides transport for 1463 passenger per day (Children with Additional Support Needs, Adults with Disabilities, Older People and People with Dementia). The majority of these passengers will also be accessing Health Care via Patient Transport. • CEC and NHS Lothian are not currently integrated. There is a need to make sure they pull resources and no duplication occurs. John MacDonald – CTA. • Car schemes – volunteers are using their own transport to take	

		patients in their neighbourhood to GP surgeries and hospitals for outpatient appointments. Mr MacDonald highlighted that there are 2 aspects which need to be in place at the outset of setting up a car scheme and these are costs to the volunteers and co-ordination of the car scheme.	
3	**Review of Action Plan**		
		Mr Short reminded the group of the Action Plan which was produced at the last meeting in 2015. Mr Short noted that many of the items on the Action Plan have been approached already.	
4	**Actions that would benefit from a co-ordinated approach**		
		Mr Jack commented that there was a rich tapestry of information being shared and invited the group to share their ideas for a co-ordinated approach at operational and strategic levels. A general discussion took place with regard to how each Health Board currently communicate.	
		Mr Henderson suggested that SEStran could help develop a strategic document with political buy-in for access to health taking into account performance issues and the integration agenda. Mr Jack agreed that integration is key.	**Mr Short/ Mr Jack**
		There was a general discussion with regard to how to develop communication between Local Authorities and Health Boards to co-ordinate transport in each area. Mr Jack commented that the view of transport has matured over the past few years and that a strategic paper should be produced.	
		There was a general consensus that SEStran could move towards a SPT model. The Chair agreed with this suggestion. Cllr Imrie reported that a new Partnership Director will be joining SEStran and Cllr Imrie communicated that he will discuss this idea with the appointed person.	**Cllr Imrie**
5.	**Future Actions**		
		Mr Jack confirmed that the future actions will be for SEStran to develop documentation in collaboration with the Access to Health & Social Care Group.	
		Karen Brown highlighted that a number of Health Boards have a Patient Focus Booking System which may be useful within the rural areas.	
6.	**Next Meeting**		
		Mr Jack suggested the next meeting should be scheduled for 6 months time.	

SESTRAN RAIL FORUM
10:00AM FRIDAY 22nd April 2016
CONFERENCE ROOM 1, VICTORIA QUAY, EDINBURGH, EH6 6QQ

Present

Graham Bell (Chair)	Non Councillor Member
Cllr Donald Balsillie	Clackmannanshire Council
Cllr Irene Hamilton	Clackmannanshire Council
Cllr James Fullarton	Scottish Borders Council
Cllr Russell Imrie	Midlothian Council
Cllr Derek Rosie	Midlothian Council
Charlie Anderson	Non Cllr Board Member
Nikki Anderson	Abellio
Kevin Collins	Falkirk Council
Chris Day	City of Edinburgh Council
Jane Findlay	Fife Council
Peter Forsyth	East Lothian Council
Catherine Hall	Network Rail
Trond Haugen	Advisor to SEStran
Graeme Johnstone	Scottish Borders Council
Alex Macaulay	SEStran
John Martin	Non Cllr Board Member
Scott Prentice	Scotrail
Sandy Scotland	Non Cllr Board Member
Karl Vanters	Midlothian Council
Emily Whitters	SEStran
Alastair Young	Transport Scotland

Apologies

Cllr Stephen Bird	Falkirk Council
Cllr Tony Boyle	West Lothian Council
Cllr Gordon Edgar	Scottish Borders Council
Cllr Bill Henderson	City of Edinburgh Council
Cllr Lesley Hinds	City of Edinburgh Council
Cllr Michael Veitch	East Lothian Council
Michael Connolly	Abellio
Sarah Cunningham	First Group
Ian Forbes	West Lothian Council
Richard Gibson	Cross Country Trains
Frazer Henderson	Transport Scotland
Gordon Macleod	Transport Scotland
Iain Shaw	City of Edinburgh Council
Tom Steele	NHS Forth Valley
Barry Turner	Non Cllr Member
Rose Tweedale	Transport Scotland
Martin Wanless	Scottish Borders Council
John Yellowlees	Scotrail

Ref.		Actions
1.	**Minutes & Actions/Matters Arising from Rail Forum on 02 Oct 2015**	
	The minutes of the previous meeting were agreed with no changes.	
2.	**Operational Issues and Future Development/Timetable Changes**	
2.1	**ScotRail; Future ScotRail Timetable Strategy; Presentation by Scott Prentice**	
	Mr Prentice gave a presentation detailing the upcoming Timetable strategy and timetabling and projected use of the new Edinburgh Gateway station. The presentation is attached to the minutes for information. Mr Prentice noted that the new timetable is a work in progress and will be in development over the next year. Cllr Imrie commented that trains departing from stations north of Dundee will not stop at Edinburgh Gateway. Mr Prentice responded that this is due to customers' preference on long distance trains for faster journeys with fewer stops but if there was customer demand it could be looked at again. Following a query from Mr Scotland, Mr Prentice noted that Scotrail are in discussions with Transport for Edinburgh regarding through train/tram tickets for use at Edinburgh Gateway.	
2.2	**Virgin East Coast**	
	There was not a representative of Virgin East Coast present, however an update was circulated as follows: • 8 additional daily weekday services between Edinburgh and London will be launched on May 16th. This was press released recently and further details will be given in the stakeholder newsletter nearer the time. • The First Class Lounge in Edinburgh will be launched earlier this month.	
2.3	**Virgin West Coast**	
	There was not a representative of Virgin West Coast present. Mr Haugen advised that the franchise was now moving forward and a presentation was given to stakeholders earlier this month.	
2.4	**Arriva Cross Country**	
	There was not a representative of Arriva Cross Country present.	
2.5	**First Transpennine Express**	
	There was not a representative of First Transpennine Express (TPE) present, however an update was tabled at the meeting and has been attached to the minutes for information. Mr Haugen reported that SEStran have written a letter of support to TPE for their application to Office of Road & Rail (ORR) for track access between Newcastle and Haymarket.	
2.6	**Serco Sleeper Service**	
	There was not a representative of Serco Sleeper Service present.	
3.	**Competition and Market Authority; Rail Competition**	
	Mr Haugen advised that the Competition and Market Authority (CMA) report was submitted to the Partnership Board on the 18th March and it was recommended for more detailed consideration at the rail forum. Mr Haugen stated that CMA completed a consultation on competition in rail services. This focused on the larger routes such as East Coast, West Coast and Great Western. Options investigated	

	included: • Keeping the current franchise arrangements but with significantly more open access operators. • To split franchises in two to compete directly in same area. • Extend the area to overlap franchises. • To replace franchising with open access. The consultation concluded that the best option would be to increase the number of open access operators. Concerns were raised regarding track capacity issues and level of service provided by open access operators. Mr Haugen noted that a scenario of more open access operations on the East Coast Mainline with applications from two open access operators. Mr Macaulay highlighted that these issues were complex and more appropriate for individuals within the rail industry to deal with and suggested that the SEStran comments should be focused on passenger issues.	137
4.	**High Speed Rail to and within Scotland. Presentation by Alastair Young, Transport Scotland.**	

	Mr Young gave a presentation on High Speed Rail options to and from Scotland (attached with minutes). Main topics as follows:
	• Published HS2 Network (Phases 1 & 2)
	• Impact for Scotland
	• HS2 Ltd Study Remit
	• HS2 Ltd Study – The challenge & possibilities
	• HS2 Ltd Study Findings
	   - Upgrade
	   - High Speed Bypasses
	   - Continuous HS Routes
	   - Lower cost route
	• Glasgow to Edinburgh HS Route
	• HS2 Ltd and TS Study Analysis
	• Future Work
	
	Following a query from Mr Johnstone, Mr Young commented that it is likely there will be one, if not two, parkway stations built in Scotland and that it would likely have good connections to the motorway.
	
	Mr Haugen commented that an East Coast alignment would provide greater connectivity between Scotland and northern cities in England and expressed concerns over the lack of mention of what High Speed Rail provision the North East may expect from an extension of HS2 to Scotland.	

5.	**Shaw report on the future of Network Rail**	
	Mr Haugen noted that the recommendation from the report was that re-privatisation was unlikely to occur. The report is now to be considered by the Scottish Government.	
6.	**Update on £30million Station Fund Projects and other projects/studies**	
	Mr Haugen gave an update as follows: • Costs for East Linton & Reston have increased substantially and SEStran are in discussions with Transport Scotland about how to take the project forward. • Winchburgh station improvements have also been subject to increased	

		costs. It is to be developer funded but costs may have gone beyond what could be expected for the developer. This is now for discussion between the developer and Transport Scotland. • Leuchars and Falkirk station car park improvements are going ahead. • Levenmouth rail – While this is not part of the fund Mr Haugen notified the group that the STAG has been finalised.	
7.	**EGIP, CP5 projects and other relevant Network Rail Investments; including**		
	Network Rail Update		
	Ms Hall gave an update as follows: • Edinburgh Gateway is on target for delivery in December 2016. • The transport order was submitted in September for the Glasgow Queen street redevelopment last year. The public enquiry starts on the 3rd May. • Millerhil depot for new electric rolling stock is on plan for delivery for August next year. • 20 week closure at Glasgow Queen street has commenced, works on site are progressing well and milestones are being met as planned. • There is a proposal for a new taxi rank at Edinburgh Waverley. Network Rail are outlining early design work and reviewing options. They will be meeting internal/external stakeholders over the next few months and hope to start construction towards the middle of autumn 2017. • Proposed cycle access at Edinburgh Waverley has been completed • Edinburgh Waverley cycling hub is not progressing as quickly as hoped, Network Rail are now working with a project manager from Scotrail to progress this. • W12 gage enhancements on Scotland portion of East Coast Main Line were completed on time by March 2016. • Electrification of Alloa, Shotts, Stirling and Dunblane line is still on plan for the end of the control period. • The Grangemouth electrification programme will be delivered by end of control period as part of the freight fund. • Carstairs Junction remodelling is in the route study, Network Rail are developing the scheme in this control period, with delivery scheduled in the next control period should Scottish Ministers choose to fund it. • Planning to extend platforms at North Berwick to 6 car platforms. Mr Scotland asked if there were any proposals for an overbridge across the East side of Waverley. Ms Hall stated that it wasn't part of CP5 but would take a note back.	**Ms Hall**	
8.	**Planning for CP6 2019-24 – Update on Scotland Route Study**		
	Mr Haugen requested more information about the timetable and next steps of the route study. Ms Hall gave the following update: • The route study consultation was published just before Christmas, 3 month consultation period has now ended. • Network Rail are looking to get dates for a regional working group with SEStran and constituent local authorities towards the end of May. • The study will be published in July 2016 and subsequent industry advice is September/October with final publication in summer next year. Network Rail have started to get dates in the diary for one on one meetings with some respondent's. Cllr Hamilton queried what freight is moving through the Alloa Dunfermline Line.	**Ms Hall**	

	Ms Hall stated that she would find out and respond. Cllr Balsillie raised the issue of Longannet Task Force. £50,000 has been allocated to investigate the impact of the closure of the power station. Cllr Balsillie stated that the opening up of East-West link would be beneficial to Scotland as a whole and that there was a growing movement to open up the route on to St Andrews. Mr Haugen commented that transport was a relatively small part of the task force but noted that the recent SNP manifesto stated that there will be a transport study along the Alloa-Dunfermline line. Mr Haugen is in contact with Fife and Clackmannanshire Councils regarding this. Mr Haugen noted Cllr Balsillie's comments regarding the St Andrews line but commented that this is not a current priority for the partnership.	**Ms Hall**
9.	**Passenger Focus Issues**	
	There was not a representative from Passenger Focus present.	
10.	**Rail Freight**	
	There was not a representative from the Rail Freight Group present.	
11.	**AOCB**	
	Cllr Balsillie requested clarification on Scotrail's policy of passengers taking bicycles on trains. Mr Prentice advised that following modifications to west coast trains, every train will have space for two bicycles. The decision to allow bikes on the trains is left to the conductor's discretion. Mr Prentice noted that reservable spaces have reduced from four to two on some trains, this is in order to comply with legislation that requires space for two wheelchairs. Further information can be found below: https://www.scotrail.co.uk/plan-your-journey/travel-connections/cycling	
12.	**Date of next Rail Forum**	
	The date of the next forum will be circulated to the group in due course.	

EQUALITIES FORUM

TUESDAY 26th APRIL 2016

ROOM 3H-55, VICTORIA QUAY

Present

Alastair Short (Chair)	SEStran
John Ballantine	SATA
Nikki Boath	SEStran
Lesley Crozier	East & Midlothian Councils
Lisa Freeman	SEStran
Mike Harrison	Midlothian Access Panel
Hanne-Mary Higgins	SEStran
John Moore	LCTS
Kris Moore	XDesign
Gordon Mungall	West Lothian Access Committee
Catriona Scally	West Lothian Access Committee

Apologies

Terry Barlow	
Jane Findlay	Fife Council
David Griffiths	ECAS
Alex Macaulay	SEStran
Alan Rees	SATA
Ken Reid	East Lothian Access Panel
Jane Steven	
Dennis Wilson	Edinburgh Access Panel

Ref		Actions
1	**Introduction**	
	Mr Short welcomed the group and conducted round table introductions. Apologies were noted as above. There were no matters arising from the minutes of the last meeting.	
2	**Thistle Card Update including App development**	
	Mr Short gave an update on Thistle Card distribution. He noted that the figures have dropped significantly over the last financial year. Mr Short highlighted that the Healthcare sector is the most prominent take up group. Mr Short reported that 2 RTPs are also promoting the Thistle Card and they are Tactran and SWestrans. Mr Short reported that the Thistle Card app is currently being developed and he introduced Kris Moore of XDesign who is involved in developing	`

	the app. Mr Moore outlined how the app will be presented on smartphones. He explained that currently the app replicates the card however there is potential to continue to further develop the app. Mr Moore agreed to send details of the most up-to-date version and Lisa Freeman will circulate this information to the Forum.	**Lisa Freeman**
	Lisa Freeman advised the Forum that their participation to assist with the development of the app would be useful. There was a general discussion with regard to ideas for the app.	
	Catriona Scally suggested the addition of a symbol to support the primary disability sticker and offered to send over a list of symbols that could be useful on the app.	**Catriona Scally**
	Mr Short brought to the attention of the Forum that at the last meeting a suggestion of an audio facility for the app was put forward. Mr Short asked the Forum if they thought this would be a useful addition. The general consensus was that this could be valuable.	
	Catriona Scally asked if there is any feedback from various disability groups who currently use the Thistle Card. She suggested contacting the Access Panel Networks to ask their members for feedback. She will forward a list of contacts to Lisa Freeman. The feedback from these groups could be useful for developing the app.	**Catriona Scally/Lisa Freeman**
	It was also suggested that the app could be developed to have a share link to social media which would allow users to advocate the app. Also it was suggested that the app could contain a potential rating/feedback loop.	
	There was an overall positive general consensus for the app. The icon for the app will be the Thistle as it widely recognised. The card scheme will continue to operate also.	
3	**Mobility Scooters update including tram trial**	
	Mr Short advised the Forum that the tram trial has been running since 1 January 2016 and is ongoing. Mr Short passed around a leaflet with regard to the trial which states the acceptable type of scooter and that a permit must be obtained before a scooter can be taken onto the trams.	
	Mr Short pointed out there is a list of scooter sizes that are accepted on different modes of transport on SEStran's website. Concerns were raised regarding scooter sizes. The general consensus was that there is no consistency with regard to scooter sizes on various modes of transport.	
	The question was raised about how many people were involved in this trial. Alastair Short informed the group that he will investigate how many people are participating in the trial.	**Alastair Short/Lisa Freeman**
	Catriona Scally suggested that the Thistle Card app could potentially	

	contain scooter information and tram permit.	
	A question was raised regarding a body at national level for transport methods complaints. Mr Short agreed to find out who is responsible at national level for the concerns raised regarding scooter sizes and health and safety.	**Mr Short**
4	**Rail Issues – Disability Audit Reston/ East Linton Station** - **Queen Street** - **Waverley/Haymarket/Edinburgh Gateway**	
	Disability Audit Reston/East Linton Stations Mr Short invited the Forum to give their thoughts on the presentation at the last meeting regarding the disability audit for Reston/East Linton Stations. The general consensus was that the meeting was worthwhile and it was highlighted that it is important that Disability groups should be continuously involved as the project progresses. Queen Street A general discussion took place about the development at Queen Street. There was a general concern raised regarding passenger assistance. A suggestion was made that currently it would be advisable to book ahead for passenger assistance. It was also noted that clearly marked meeting points are important for assisted passengers. Waverley/Haymarket/Edinburgh Gateway A general discussion took place regarding Edinburgh Gateway and the issues highlighted are stated below: • Different rail levels • Very large distances to travel for those with mobility issues • Need to publicise station opening hours • Information regarding the Gateway Station could be confusing for those not familiar with the routes Mr Ballantine pointed out that Network Rail had done a presentation to City of Edinburgh Council regarding a possible plan to build a new taxi rank at the back of New Street car park. Mr Short advised the Forum that he will contact CEC to find out the progress of this consultation.	**Mr Short**
5	**AOCB**	
	The Thistle Card has been nominated for the Accessibility Project Award at the Scottish Transport Awards on 16 June 2016. The other nominees in the category are Edinburgh Airport, Network Rail and Scottish Borders Community Council.	
6.	**Date of Next Meeting**	
	The date of next meeting is Friday 26th August at 10am at Victoria Quay.	

SESTRAN SUSTAINABLE TRANSPORT FORUM

10:00AM TUESDAY 3ᴿᴰ MAY 2016

SUSTRANS OFFICES, ROSEBERY HOUSE, 9 HAYMARKET TERRACE, EDINBURGH

Present

Sandy Scotland (Chair)	Non Cllr Member
Gillian Bathgate	Midlothian Council
Nikki Boath	SEStran
Heather Cowan	Transport Scotland
Judith Cowie	City of Edinburgh Council
Mark Craske	NHS Forth Valley
Emma Crowther	University of Edinburgh
Graeme Curran	Scottish Government
Matt Davis	Sustrans
Kirsty Davison	WSP
William Dove	NHS Fife
Lisa Freeman	SEStran
Hanne-Mary Higgins	SEStran
Andy Keba	Sustrans
Dave Kinnaird	Liftshare
Stuart Lockhart	One-Ticket Ltd
Catriona Macdonald	SEStran
Chris McGhee	Scottish Government
Gordon Manson	Home Energy Scotland
Amber Moss	East Lothian Council
Deborah Paton	West Lothian Council
Lynn Slavin	Falkirk Council
Keith Stark	Enterprise Car Club
Rebecca Taylor	Scottish Government
Laura Watling	Liftshare
Paul Wright	Cycling Scotland

Apologies

Cllr Jim Fullarton	Scottish Borders Council
Cllr Bill Henderson	City of Edinburgh Council
Cllr Adam McVey	City of Edinburgh Council
Charlie Anderson	Non Cllr Member
Caroline Barr	
Gary Bell	SCSP
Stephen Bird	Falkirk Council
Lesley Deans	Clackmannanshire Council
Pauline Donaldson	Forth Valley College
John Geelan	Steer Davis Gleave
Christine McDougall	Edinburgh College

	Cecilia Oram	Sustrans
	Jamie Pearson	Napier University
	Iain Shaw	City of Edinburgh Council
	Martin Wanlees	Scottish Borders Council

Ref.		Actions
1.	**Introduction/Apologies**	
	Mr Scotland welcomed the group and conducted round table introductions. Mr Scotland reported that Alex Macaulay, SEStran Partnership Director has retired and announced that George Eckton will become the new Partnership Director on 1 June 2016.	
2.	**Minutes of Last Meeting**	
	The minutes of the last meeting were approved.	
3.	**Matters Arising**	
	There were no matters arising.	
4.	**Sustrans – Community Links**	
	Mr Keba gave an update on the Community Links project. Main points as follows: • 2015-16 has been very successful year in SEStran area. Grand total for completed projects was £13 million which was spread over 80 projects. • Number of applications for 2016-17 is very similar to 2015-16. Sustrans will wait until after new Government is formed before they announce the successful projects. Mr Scotland queried if Sustrans were involved with Community Links Plus. Mr Keba reported that this a separate programme.	
5.	**Transport Scotland – ERDF Funding for Low Carbon and Active Travel**	
	Ms Cowan gave a presentation on ERDF Funding. Ms Cowan agreed to forward the presentation slides to Lisa Freeman for distribution to the group. The presentation slides are attached. Ms Cowan also agreed to send a link with the presentation regarding private sector funding.	**Heather Cowan/Lisa Freeman**
6.	**Tripshare Update**	
	Mr Kinnaird gave an update on Tripshare. Main points as follows: • Tripshare membership is continuing to grow • Some of the Tripshare schemes now operating in SEStran area are Edinburgh University, NHS Borders, Heriot Watt University, NHS Forth Valley, Scottish Government. • A few NHS hospitals have set up car sharing spaces on their sites. • Tripshare have redesigned customers websites • Event management is available to promote Tripshare within companies • Promote Personalised Travel Plans to company employees Mr Dove commented that Victoria Hospital in Dunfermline now operates a Tripshare Budi scheme. The Car Parking Policy has also been rewritten.	
7.	**Smarter Choices Smarter Places 2016/17**	
	Lisa Freeman gave an update of Smarter Choices Smarter Places due to	**Lisa**

	Gary Bell's absence. Lisa Freeman advised that she will circulate the update to the Forum. Update attached.	**Freeman**
8.	**Real-Time Passenger Information**	
	Miss Macdonald, SEStran, gave an update on Real-Time Passenger Information. Main points as follows: • Bustracker SEStran now has live bus times for all Stagecoach and First services within SEStran area and timetabled information for smaller operators is due to be added to the system soon • An objective for this year is to upgrade smaller operators machines to GPS enabled machines in order to be added to the real time system • RTPI Digital Signage now has all live bus, train and tram times.	
9.	**One-Ticket Smart App Launch**	
	Mr Lockhart summarised One-Ticket Ltd. Mr Lockhart brought to the attention of the Forum the launch of the One-Ticket Smart App. He highlighted that this is a bus only product. The product is due to be launched imminently.	
10.	**SEStran Grant Schemes for 2016/17**	
	Ms Freeman summarised the grant scheme that is currently being run by SEStran: • The sustainable and active travel grant is open for applications and is aimed at organisations looking to encourage sustainable travel. The grant is worth £25,000 and is 50% match funded. Applications are on a first come, first served basis. Miss Higgins summarised the Sustrans grant scheme that is currently being run by SEStran and highlighted some of the projects that have benefited from this scheme: • Feasibility Study on A71 • Cycle Super Highway • Young Scot project This grant is worth £25,000.	
11.	**AOCB**	
9.1	Gordon Manson – Home Energy Scotland. Mr Manson summarised his role within Energy Saving Trust.	
9.2	Gillian Bathgate – Midlothian Council. Ms Bathgate reported that Midlothian Council have installed new Active Travel consoles at new Borders railways station and these have now gone live.	
9.3	Lynn Slavin – Falkirk Council. Ms Slavin reported that Falkirk Council are focussing on Smarter Choices, Smarter Places projects.	
9.4	Amber Moss – East Lothian Council. Ms Moss reported that East Lothian Council have submitted their Smarter Choices, Smarter Places bid. Ms Moss also reported that the development of Active Travel improvement plan is underway.	
9.5	Judith Cowie – City of Edinburgh Council. Ms Cowie reported that Edinburgh Council have submitted their Smarter Choices Smarter Places bid.	

9.6	Emma Crowther – Edinburgh University. Ms Crowther reported that Cycling Scotland have assisted Edinburgh University through their Cycle Friendly Campus Award with the Student Bike Hire scheme which hires out bikes to students on a semester basis. Ms Crowther also commented that this scheme will be widened to offer staff the same opportunity over the summer. Edinburgh University have a partnership with the Wee Spoke Hub and as a result of this staff will be offered cycle training and lead cycle rides.	
9.7	Paul Wright – Cycling Scotland. Mr Wright reported that Cycling Scotland have also undertaken the Cycling Friendly Campus Award over the past year and have rolled this out to other universities and colleges and these have been very successful. The deadline for bids is 3 May 2016. Cycling Scotland are also hoping to launch an internship programme for a Cycling Officer this year.	
9.8	William Dove – NHS Fife. Mr Dove reported Fife Council have received 4 RTPI screens for Fife hospitals.	
9.9	Keith Stark - Enterprise Car Club. Mr Stark reported that Enterprise Car Club was formerly City Car Club.	
9.10	Mark Craske – NHS Forth Valley. Mr Craske reported that NHS Forth Valley have appointed Enterprise Car Club and now have 2 cars onsite.	
9.11	Andy Keba – Sustrans. Mr Keba highlighted that cycling parking is currently being dismantled from Abellio stations. This equipment is being offered free of charge to anyone who is interested. The racks will be reinstalled free of charge also.	
9.12	Lisa Freeman – SEStran. Ms Freeman reported that SEStran currently have 2 European Projects which are Social Car and SHARE-North.	
9.13	Deborah Paton – West Lothian Council. Ms Paton reported that West Lothian Council have adopted their Travel Plan. West Lothian Council are also involved in Smarter Choices Smarter Places projects.	
9.14	Scottish Government Team reported that their Cycle to Work scheme begins on 3 May and runs until the end of the month. Scottish Government have also been running Sustainable Transport events for their staff. In December 2015, Scottish Government launched their Sustainable Travel Strategy. Scottish Government have installed 3 Bustrackers at their Victoria Quay site. Also there is a Sustrans cycle counter based at Victoria Quay. Scottish Government team also highlighted that they are operating a Liftshare scheme of which there are approx 100 members.	
10.	**Close**	
	Mr Scotland thanked attendees for their time and stated that the next meeting of the forum would be held in October 2016.	

BUS FORUM
10:00AM, 13th MAY 2016

CONFERENCE ROOM 4+5, VICTORIA QUAY

Present

Name	Organisation
Charlie Anderson (Chair)	Non Cllr Member
Cllr Jim Fullarton	Scottish Borders Council
Cllr Michael Veitch	East Lothian Council
Bob Baillie	Fife Council
Gavin Booth	Bus Users Scotland
Ker Corbett	Stagecoach East Scotland
Chris Cox	Falkirk Council
Mark Craske	NHS Forth Valley
Chris Day	City of Edinburgh Council
John Dellow	Scottish Borders Council
Ian Forbes	West Lothian Council
Lisa Freeman	SEStran
Marie Garvie	Transport Scotland
Jim Grieve	SEStran
Gordon Hanning	Transport Scotland
Trond Haugen	Advisor to SEStran
Catriona Macdonald	SEStran
John Macdonald	Community Transport Association
Gordon Manson	Home Energy Scotland
Andrew McLellan	East Lothian Council
Stuart McNeill	Traveline Scotland
Brian Peat	First Scotland East
Sandy Scotland	Non Cllr Board Member
Nigel Serafini	Lothian Buses
Alastair Short	SEStran
Barry Turner	Non Cllr Member
Karl Vanters	Midlothian Council
Paul White	CPT
Mark Whitelocks	Stagecoach East Scotland
Emily Whitters	SEStran

Apologies

Name	Organisation
Cllr Donald Balsillie	Clackmannanshire Council
Cllr Stephen Bird	Falkirk Council
Cllr Gordon Edgar	Scottish Borders Council
Cllr Nick Gardner	City of Edinburgh Council
Cllr Irene Hamilton	Clackmannanshire Council
Cllr Bill Henderson	City of Edinburgh Council
Cllr Lesley Hinds	City of Edinburgh Council
Cllr Adam McVey	City of Edinburgh Council
Cllr Cathy Muldoon	West Lothian Council
Cllr Derek Rosie	Midlothian Council
Neil Bailey	Edinburgh Coach Lines
Lesley Deans	Clackmannanshire Council
Duncan Hearsum	Dial-a-journey
George Mair	CPT
John Martin	Non Cllr Member
Amber Moss	East Lothian Council
Derek Parry	Clackmannanshire Council
Neil Renilson	Non Cllr Member
Martin Wanless	Scottish Borders Council

Ref.		Action
1.	**Welcome & Apologies**	
	Mr Anderson welcomed the group and conducted round table introductions.	
2.	**Minutes & Matters Arising**	
	New Bus Service Regulation (Carried forward from 20/02/15) Mr Haugen commented that the new bus service registration regulations have now been finalised by Transport Scotland. The confidentiality restriction has been withdrawn, however there has been no extension to the whole registration period. Mr Haugen observed that he would like to discuss further with local authorities when SEStran should become involved if a route is cross boundary or has regional strategic implications. The group agreed that further clarification on the rules would be gained from the September meeting of the Association of Transport Coordinating Officers (ATCO).	
3.	**Smart Ticketing**	
	Mr Hanning gave a presentation on Smart Ticketing and Transport Scotland initiatives towards this. Key points as follows: • Smart Ticketing was highlighted in the most recent National Transport Strategy and the previous transport minister was a driving force behind this. • The concessionary travel scheme has been fully smart for 7 years –	

		works effectively.	
		• Transport Scotland have made a lot of investment and therefore much of the infrastructure required is already in place. However, this needs to be brought up to a consistent level. • Abellio have many committed obligations from the franchise agreement including ensuring take up of any smart ticketing schemes. • The same franchise obligations have been introduced in the tender process for ferry services – The successful bid for the Clyde and Hebrides services will shortly be announced. • SPT are running a very successful smart ticketing scheme on the Glasgow subway. • Progress has been slower on buses, due partly to the fact it is a deregulated market. However some large operators have done work towards using smart ticketing. • Transport Scotland are introducing smart zones in cities involving major bus operators working together to produce a multi-operator ticket. Dundee and Aberdeen will go live this summer. Glasgow should be towards the end of 2016 and Edinburgh is currently planned for 2017. • Major operators have agreed to accept a national e-purse. Transport Scotland have an e-purse working group involving all major operators and are looking to have this in place within a year.	
4.	**First Group Competition and Markets Authority (CMA) Ruling**		
		Mr Anderson declared an interest in this item by reason of a professional relationship with First Group and did not participate in discussions. Mr Haugen reported that CMA have now released First Group from their undertakings effective immediately. However Mr Haugen noted some concern that there were now no safeguards in place against withdrawal of services.	
5.	**Environment & Clean Air Issues**		
5.1	**Measures to reduce fuel costs & environmental impact**		
		Mr Manson gave a presentation on measures to reduce fuel costs & environmental impact, (attached with minutes). Main points as follows: • Overview of Home Energy Scotland • Fuel Efficient Driver Training (FuelGood) • Advice on vehicle telematics systems – behaviour change • Sustainable Transport Review Service • Low carbon transport loan (£100,000 interest free)	
5.2	**Air Quality and Buses in Edinburgh**		
		This item will be brought forward to the next meeting of the Bus Forum.	

5.3	**Cost of Congestion; Possible initiatives by Local Authorities and Operators**	
	Mr Anderson highlighted that bus usage has been declining and the group discussed the many issues contributing to this. Journey times, particularly within Edinburgh, was raised as a key issue. The group agreed that this item would be kept as a discussion point going forward.	
5.4	**International Treaty on Climate Change**	
	This was covered in item 5.3	
6.	**Update on Projects**	
6.1	**A89/A8 Corridor Public Transport Study**	
	Mr Haugen gave an update as follows: • Newbridge roundabout found to be a stumbling block for improving journey times on the transport corridor. • The STAG process has now been completed and bus lanes and cycling facilities were top of the agenda. • The next stage is to fill in details on what is feasible and this is now up to the stakeholder group.	
6.2	**Ferrytoll P&R**	
	Mr Baillie gave an update as follows: • Work is due to start in mid June and will take up to 3 months to construct the new entrance/exit and a larger area for buses to operate under • The building will be closed during this time but there will be temporary accommodations in place.	
6.3	**South Tay P&R**	
	Mr Haugen gave an update as follows: • There has been some movement on the land lease and procuring the site this way has resulted in a small cost saving of £4000 • SEStran have set up a meeting with Fife council to discuss the potential of them taking the project forward in terms of design. Alternatively it may go out as a contract design and build, dependent on funding arrangements.	
6.4	**Real Time Bus Passenger Information Update**	
	Mr Grieve gave an update as follows: • SEStran have now spent all their Bus Investment Fund (BIF) money. This has gone towards providing an interface with the new Stagecoach system and transferring kits from Stagecoach to First Scotland East. All fleets from these two operators in the SEStran area are now equipped with RTPI. • There are almost 150 RTPI screens installed in the region in public locations with a further 134 left to place. Attendees were asked to pass on any suggestions for further locations.	

	• SEStran are also promoting RTPI screens in commercial locations and have recently had a successful trial at RBS Gogarburn which has been extended to Edinburgh Park. • SEStran are looking to re-launch publicity of the system in around 1-2 months. • There are no BIF opportunities this year and the current aim is to work with smaller operators to get them involved in the system. SEStran will hold a seminar in July with small operators to take this forward.	
6.5	**Thistle Card Update**	
	Mr Short gave an update as follows: • 45,000 cards have been distributed since 2011 • The card has won a SATA award and is currently nominated for national transport awards and Euro transport awards. • Currently developing an app to replicate the card. Trial versions will be ready by the end of the month which will then be shared with bus operators. • The paper product will continue to be produced as well as the app. Mr Cox suggested that the functions of the Thistle Card could be integrated in to the new smart card system. Mr Short agreed that this could be an avenue going forward but that at the moment the app is just to replicate the card.	
7.	**Current Issues**	
7.1	**Transport Scotland**	
	There were no further issues raised.	
7.2	**Local Authorities**	
	There were no further issues raised.	
7.3	**Operators/CPT**	
	There were no issues raised.	
7.4	**Traveline Issues**	
	Mr McNeill gave an update as follows: • Relaunched the website, which now adapts to browsing platform and is therefore easier to maintain. • Working on a project around disruption and personalisation of journeys.	
7.5	**Bus Users Scotland**	
	Mr Booth gave an update as follows: • Handling an increasing number of complaints – few of these are in the SEStran area. • There are very few adverse reports from bus compliance officers in the area. • Took over responsibility for roadside monitoring from the Vehicle	

	and Operator Services Agency (VOSA) at the beginning of April and have increased the number of bus compliance officers accordingly.		
7.6	**CTA**		
	Mr Macdonald stated that there have been developments on creating an accessible transport action plan looking at all transport modes. This is to be signed off by the transport minister and COSLA in July/August and launched at the end of September.		152
8.	**AOCB**		
	Mr Haugen noted that SEStran are sent draft rail timetables on a confidential basis three months in advance of changes but have now reached an agreement with Scotrail that these can be released to relevant local authorities in order to amend integrated bus timetables accordingly. The next timetable change will take place in August and Mr Haugen stated that he will pass on draft timetables as they come in. Mr Anderson advised that Trond Haugen would be retiring later this year and this would therefore be his last bus forum. Mr Anderson expressed his thanks for all Trond's advice and support to the forum.	TH	
9.	**Next Bus Forum**		
	The next bus forum will be held on 14th October 2016 at 10:00am in conference room 4+5, Victoria Quay.		

CHIEF OFFICER LIAISON GROUP MEETING
2:00 PM TUESDAY 31ST MAY 2016

Present:

George Eckton	SEStran (Chair)
Angela Chambers	SEStran
Julie Cole	Falkirk Council
Neil Dougall	Midlothian Council
Andrew Easson	City of Edinburgh Council
Peter Forsyth	East Lothian Council
Ken Gourlay	Fife Council
Jim Grieve	SEStran
Trond Haugen	Adviser to SEStran
Graeme Johnstone	Scottish Borders Council
Iain Shaw	CEC – Treasurer Services to SEStran

Apologies:

Andrew Ferguson	Fife Council
Graeme Malcolm	West Lothian Council
Martin Wanless	Scottish Borders Council

Ref.		Actions
1.	**Welcome and Apologies**	
1.1	George Eckton welcomed the group to the meeting and introduced himself, advising that he would officially take up post of Partnership Director as of 1st June 2016.	
1.2	Apologies as above.	
2.	**Minutes and Matters Arising from Chief Officers – 1st March 2016**	
2.1	Minutes Approved as a correct record.	
2.2 **2.2.1**	Matters Arising (5 AOCB – Routewise) Mr Haugen referred to the last meeting whereby he advised that partner authorities would be invoiced for their share of the Novus FX upgrade costs, however, investigations show that payment had already been received in 2013 and only payment from Scottish Borders Council was outstanding. He would now make arrangements to collect this.	**TH**

3.	**Shared Services**	
3.1	Mr Dougall reported that Cllr Lesley Hinds has been appointed Chair of the ELBF group. The first shadow Joint Committee meeting took place where discussions focussed on work streams and members were tasked with prioritising potential items into a planned timetable in advance of the next meeting, however it was noted that the remit is still in the very early stages of development.	
3.2	Mr Eckton highlighted that Audit Scotland have issued a near final report on shared services with the final report likely to be issued later in the summer. A short discussion followed on the draft findings of the report.	
4.	**Draft Agenda for the Partnership Board – Friday 17th June 2016**	
4.1	Mr Eckton presented the agenda and asked for any comments or if there were any additional items that should be included. The group approved the agenda.	
4.2	Mr Haugen noted that item A13 High Speed Rail was a duplicate item and should be removed.	**AC**
4.3	**A11. Stations Fund**	
4.3.1	Mr Haugen noted that as there was nothing new to report to the Board, this item would be removed from the agenda until a later date. Concerns were raised over the separation of the bids for Reston and East Linton stations and additional information is required before taking forward.	
4.3.2	Mr Johnstone highlighted that a very detailed article about the above stations had appeared in Local Transport Today. A copy of the article is to be sent to SEStran for further investigation by Officers.	**GJ/TH**
4.4	Mr Eckton queried with Mr Haugen what the usual running order of the meeting was and advised that all other items will be reported as per the agenda order below.	
A1	**Minutes of the Partnership Board meeting – Friday 18th March 2016**	
	For noting prior to Board approval.	
A2	**Matters Arising**	
	None.	
A3	**Minutes of the Performance and Audit Committee – Friday 3rd June 2016**	
	Meeting scheduled as above.	
A4	**Matters Arising**	
	N/A	

A5	Finance Reports	
A5.1	Finance Officer's Report As in previous years' reporting, there will not be a Finance Officer's report, as it is too early in the financial year to be reporting on performance to date.	
A5.2	Unaudited Financial Statement of Accounts 2015/16 Mr Shaw provided a verbal update, noting the £87k under spend on the budget. Board approval was granted at the December Board to carry this over into 2016/17 for use on the RTPI project.	
A5.3	Mr Eckton noted that following a meeting with SEStran Legal Adviser and Internal Audit, a report would be presented to P & A Committee on Governance, which would then be taken to the Board.	
A6	Projects Report	
A6.1	Mr Grieve presented the report and highlighted the following key points: • Expenditure is £56k to date • RTPI • Stagecoach and First group – full fleets operational but implications due First group withdrawal of services • Event planned for 15 July to target small operators and ticket machine providers. • Digital displays – 145 committed, 134 available • Focus on retargeting councils. Perceived IT issues are a common barrier which need to be addressed. • Progress continuing on the commercial side • Sustainable Travel – grant scheme in operation £500-£25000 available in match funding. • RCNGS - Sustrans funded grant scheme with match funding available. • EU Projects • CHUMS, Social Car, Share-North ongoing • REGIO MOB – This project provides an opportunity to enhance the RTS and is 85% funded. Stakeholders meeting arranged for 3rd July, keen for wide participation from partner authorities. • SCRIPT - initiative on carbon reduction to and from ports; application to be submitted in the autumn. • SURFLOUGH – logistic hubs project, 2nd stage application submitted, result pending.	
A6.1.1	Mr Eckton commented that REGIO MOB has come along at an opportune moment to encompass key aspects of the SNP manifesto and progress the RTS.	
A6.1.2	RTPI event – list of invitees to be circulated to Officers'.	**JG**

A7	**Legal Officer's Report – Governance Review**	
	Mr Eckton presented the report in Mr Ferguson's absence. This report sets out the documents that are to be reviewed under governance procedures and proposals for the opportunity to carry out a wider review due to the appointment of a new Partnership Director. He concluded that some of the refresh may benefit from being reviewed in line with the local government elections in 2017.	
A8	**Programme for Government**	
	Mr Eckton introduced the paper, noting that the programme has not yet been formally issued, however, the First Minister has made a speech hinting at what may be included. Cllr Imrie is keen to flag up to the Board what is in the Government's and other parties manifesto to encourage discussion around the policy areas and issues.	
A9	**High Speed Rail**	
	Mr Haugen provided an update to the group, highlighting the two studies covering the east/west coast options. He noted that there is still a lot of work to be done before any decision can be taken. Stakeholder period will commence in June with 2 events arranged, Motherwell on 21st June and Dundee 28th June. Invites will be sent to all Council Chief Execs. Comments are invited from the group.	
A10	**ORR Consultation Launch on 2018 Periodic Review (PR18)**	
	Mr Haugen provided a verbal update, reporting that the review centred on Control Period 6 (CP6). A government report outlining how Network Rail should be restructured is also part of the review. ORR will consult with regional bodies and the hope is that this will include RTPs and a request will be made to Transport Scotland to do this. A meeting has been set up with Network Rail at 11:00am on 13th June in Glasgow to consider the Scotland Route Study to which all Members and Officers are invited.	
A11	**Stations Fund**	
	Discussed under item 4.3 above and will be moved to the B Agenda.	
A12	**Dunfermline to Alloa**	
	Mr Haugen advised that a meeting has been arranged for Thursday, including reps from Fife Council, who are leading, and Transport Scotland. Direction is required from Transport Scotland regarding options for either a STAG refresh or pre-feasibility study. This report may be deferred to a future meeting, dependent on the outcome of the meeting. The group then discussed examples of when STAG and pre-feasibility were required.	
A13	**High Speed Rail**	
	Duplicate – to be deleted.	**AC**

A14	Community Empowerment (Scotland) Act 2015 – Community Planning Guidance	
	Mr Eckton advised that an extension had been obtained to respond to the consultation on the guidance. It was seen as an opportunity to discuss what the impact of transport was in relation to the Act and influence the guidance. Comments are welcome.	
A15	Royal Society of Arts – Inclusive Growth Commission	
	Mr Eckton provided an overview of the commission and advised the report was seeking to generate broad discussion around the main themes of economy, place and governance and to gain approval to engage in the process. Comments are invited.	
A16	Thistle Card App	
	Mr Eckton presented the report, highlighting the number of awards the scheme had attracted. The app is currently out for testing and he asked for suggestions from the group on the launch publicity campaign. TS will be publishing an accessible travel framework and the Thistle Card has been used as an example of good practice. Comments/feedback are invited.	
B1	SESplan Strategic Development Plan (SDP)	
	Mr Eckton noted that supplementary guidance may be issued later in the year.	
B2	Minutes of the SESplan Cross Boundary Impacts Group	
	Mr Johnstone commented that there may be questions asked about the collection of contributions following the Aberdeenshire ruling and the group discussed the implications.	
B3	Consultation Responses by SEStran – For Noting	
B3.1 B3.2	Falkirk Council Community Partnership Delivery Plan Hitrans Regional Transport Strategy – Main Issues Report	
B4	Minutes of Sub-Groups – For Noting	
B4.1 B4.2 B4.3 B4.4 B4.5 B4.6	Access to Healthcare – 8th April 2016 Rail Forum – 22nd April 2016 Equalities Forum – 26th April 2016 Sustainable Transport Forum – 3rd May 2016 Bus Forum – 13th May 2016 Chief Officer Liaison Group – 31st May 2016	
B5.	Minutes of the Joint RTP Chairs – 2nd March 2016	
	For noting.	
C1.	Partnership Director Appointment	
	Minutes from the Appointments Sub-Committee will be presented to the Board.	

5	AOCB	
5.1	Mr Eckton noted that having looked at the gender balance of the current Board, and the Scottish Government legislative programme, he would like to bring a paper to a future meeting asking Members to consider a strategy for greater diversity at Board level.	
5.2	Mr Eckton offered to meet with Officers and Members individually in order to understand and discuss local issues and how they can be addressed. Invites will be sent out and it was suggested that following the summer recess would be a suitable timeframe.	**AC**
6	**Date of Next Meeting**	
	The date of the next meeting has been scheduled for **Tuesday 6th September 2016 at 10:00am in SEStran Offices, Room 3D-34, Victoria Quay, Edinburgh EH6 6QQ.**	

Regional Transport Partnerships Joint Chairs Meeting

Held at Castlebay Hotel, Isle of Barra on 2nd March 2016 at 0900

Minute of Meeting

Present:	Cllr James Stockan, HITRANS (Chair) Cllr Russell Imrie, SEStran Cllr Tom McAughtrie, SWestrans Cllr Will Dawson, Tactran Cllr Michael Stout, Chair, ZetTrans Cllr Peter Argyle, Nestrans Cllr Jonathan Findlay, SPT
In attendance:	Ranald Robertson, HITRANS (RR) Derick Murray, Nestrans (DM) Alex Macaulay, SEStran (AM) Eric Guthrie, Tactran (EG) Jayne Westbrook, HITRANS (Minutes) Gordon Dickson, SPT (GD) Douglas Kirkpatrick, SWestrans (DK) Michael Craigie, ZetTrans (MC)
Apologies:	Ewen Milligan, Transport Scotland Tom Davy, Transport Scotland Steven Herriot, Swestrans Bruce Kiloh, SPT Eric Stewart, SPT George Eckton, CoSLA

Item   **Action**

1. Welcome and Apologies

Cllr Stockan welcomed all to the meeting and noted the apologies received above.

2. Host Presentation by HITRANS

RR presented an overview of Barra Airport to the Chairs.

Barra Airport opened in 1936 and in 2015 was dubbed 'best flight experience in the world'. HITRANS has supported the Barra air service over the years, however flying hours are limited due to tidal restrictions. Future plans are to address infrastructure struggles and continue to make the case for investment. The new PSO contract contains marketing requirements to dispel current beliefs that flights are too expensive and promote the island as an affordable place to visit, with fares regulated to a maximum of £150 fee even if booked short notice.

3. Minute of RTP Chairs Meeting on 2nd December 2016 and Matters Arising

Minutes of the previous meeting were approved.

Matters Arising

Smart Ticketing: The group discussed an Action from the previous meeting (Item 12), regarding inviting Transport Scotland to the Lead Officers meeting to discuss smart & integrated ticketing, and how RTPs can support delivery. RR invited TS to the last RTP Lead Officers meeting where Bill Reeve from TS presented. The decision was made to re-action this.

Action: Lead Officers to take forward meetings with Transport Scotland regarding smart and integrated ticketing delivery & outcomes.
RR

Cllr Stout suggested the need for Chairs to put pressure on driving forward the Transport Minister's ideas for smart ticketing. EG added that there is a short timeframe for ERDF funding so critical to follow up with TS on how RTPs can contribute. DM suggested a letter be composed to reinforce ambition.

Discussion followed regarding the integration of smart card travel – is it fully integrated for an entire journey wherever you live? Demand must be put on TS to ensure ticketing is smart *and* integrated and regulations are required.

Action: Write letter to the Minister detailing objectives/aspirations and support for the Minister's objectives for smart and integrated ticketing. RR to draft the letter and discuss detail with officers.
RR

Audit Scotland Feedback: EG provided a verbal update relating to Item 3(ii) of previous meeting 'Audit Scotland Roads Maintenance Review'. A draft report is anticipated shortly and will be confidential, but can be shared between the steering group & Lead Officers.

EG

Action: EG will provide an update at the next Chairs meeting once report is released.

Item 11 Action (National Low Emissions Framework): Not much progress since last update but beneficial to bring forward to later item on agenda.

Item 16 Action on EU projects & ERDF: RR referred to the action where TS ensured that RTPs would be provided with information on ERDF going forward. TS are holding an event on 24th March to discuss ERDF and gives an opportunity to network & discover other EU projects.

Cllr Stout suggested that Chairs invite the Minister to the next meeting. RR did not follow-up an invite to this meeting due to the location and upcoming elections.

Action: RR to invite Minister to next meeting in June with early RR engagement.

4. **Standards Commission Advice on RTP Board Member Involvement in Planning Decisions**

DM provided an update emailed by Joanne Grey & Ewan Milligan to inform members of the current position. There have been some developments and Scottish Ministers have agreed to consult revision on code of conduct – expected in Summer 2016.

5. **Transport for Regional Growth Seminar**

AM reported on SEStran's successful Regional Growth Conference held on 5th November 2015, and suggested that the conference be repeated on a regular basis perhaps every two years as a wider RTP conference, including participation by CoSLA. Group are in support of this, with potential first RTP conference taking place in Autumn 2016. Cllr Findlay also suggested that individual regional seminars be held during the years in-between the conferences to discuss regional aspects – group are in agreement.

6. **Active/Sustainable Travel Update**

(i) **Cycling Scotland / Sustrans Update**

EG reported that a planned meeting with Active Travel organisations has not taken place yet. The Director of Sustrans could not attend the last lead officers meeting. It is intended to extend the invitation to Neil Langhorn of Transport Scotland again to build on active travel discussions.

(ii) **Smarter Choices Smarter Places Update**

AM updated on the Smarter Choices Smarter Places funding for 2016/17. The funding will be on the same basis as last year, with an allocation to 32 local authorities depending on size, with minimum allocation of 50,000 for smaller authorities, and will be administered by Paths for All. The funding by-passed RTPs but it's referred to in the documentation that local authorities should coordinate with RTPs.

DM stated that local authorities with tighter budgets and smaller staffing are struggling to match fund and provide resources to deliver. EG added that we are over-subscribed with match-funding. Cllr Stockan suggested it as an item to take forward to the Minister.

7. **Bus Issues**

(i) **Bus Stakeholder Group/ Bus Service Registration**

GD provided an update from recent discussions at the Bus Stakeholder Group.

(ii) Transport Focus Bus Survey 2016

EG discussed the bus passenger satisfaction survey with an estimated cost of c£70-80,000. EG requested that RTPs put appropriate contribution in (e.g. £10-15,000) collectively to build on previous work.

Cllr Findlay stated the importance of working together with the bus industry; not just commercial companies but also community transport. EG will continue with dialogue of collaborative contribution.

8. NTS Refresh

RR discussed the National Transport Strategy Refresh paper for noting. In April 2015 the Minister for Transport and the Islands announced a refresh of Scotland's NTS, in partnership with CoSLA. It recommends a deeper review of the NTS in the next Scottish Parliamentary term. Discussion followed regarding RTPs involvement with the refresh.

Action: The Secretariat to draft a letter to the Minister offering the role of RTPs as partner with CoSLA should the proposed revision of the NTS go forward in the new Parliament. This action should take place once a new Minister is in place as this will determine if a new NTS review is to go forward.   **BK**

Discussion followed regarding the setup of a joint RTPs website due to some webpages on TS no longer functioning. Cllr Dawson suggested a link from RTPs and TS websites rather than creating a standalone website.

Action: Lead Officers will explore option of Joint Chairs website/webpage and take back as Item for the next Chairs meeting.   **Lead Officers**

9. Air Service Update

(i) Air Service Scoping Paper

RR provided an update of the Air Service Scoping Paper. Issues are being pulled together to present a paper at the next Island Transport Forum. Working closely with TS, RR hopes for a draft scoping paper by end of March 2016.

SCDI were commissioned to produce an online survey to help gather views on the existing services & discover the most important issues to passengers. Over 1400 responses were received with results currently being reviewed. Main themes emerging are the high fares to the Islands & unreliable services, resulting in increased land travel over air due to the possibility of missed meetings, etc. The scoping paper should inform necessary remedial action.

10.   Ferries Update

(i)   Northern Isles Ferry Service Contract STAG

MC discussed the need for more engagement with businesses, communities, etc. and to tackle the issues of fares. There is a limited time to conclude study (October 2016 deadline) so must move quickly. MC believes it is well-intended and set out but underestimates significant fares issue. Costs & reliability are key influences on decisions to move to Orkney, Shetland, etc. and are thus major influences on economic impacts on the Islands.

11.   Rail Issues

(i)   High Speed Rail

AM reported that they are awaiting with interest information from the Cabinet Secretary and Minister on progress with high speed rail, and are hoping for an announcement in the next couple of weeks before the onset of purdah. AM will advise once the meeting date has been announced, with provisional date being 9th March.

(ii)   ECMA

AM reported on the upcoming board meeting which Cllr Dawson & Cllr Imrie will be attending. Virgin East Coast held a session in York as part of its proactive liaison with stakeholders, discussing set-up communications, staff & website. Meetings will be held in Scottish Parliament & Westminster after the Scottish elections & referendum.

EG questioned if there is a requirement for RTPs to make a financial contribution to ECMA next year? AM responded that the paper going to the joint board next week will cover the budget & these aspects.

Discussion followed regarding plans to develop the network, including north of Edinburgh developments, perceived risks of the current service & aspirations for Inverness-London routes.

**Action: The RTPs serviced by the ECML would write to the ORR   EG
to express concern at the risk of open access operations
undermining the opportunity for the franchisee to improve
Scottish services.**

(iii)   Scotland Route Study

RR provided an update on the Scotland Route Study and highlighted the paper for noting. Consultation is currently ongoing with response due by 10th March.

12. National Concessionary Travel Scheme Entitlement

RR highlighted the report which covers the most recent meeting of the CoSLA Development Economy & Sustainability Committee considering issues regarding entitlements with the National Concessionary Travel Scheme. RR noted that RTPs have been asked to provide information on local and regional entitlements provided over and above National Concessionary Travel Schemes in their areas.

RR

Action: RR will send out a template.

13. RTP Secretariat / Lead Officer External Representation

The changeover of RTP Secretariat from HITRANS to SPT will come into effect from 3 March 2016. Discussion followed regarding the list of responsibilities reallocated due to the retirement of SEStran's Partnership Director.
Cllr Findlay agreed that SPT will provide a candidate but to take the place on BRT UK. BRT UK will invite that nominee to be the replacement.

14. AOB

Date of next meeting: 15th June (Swestrans)
Location: Gatehouse of Fleet (near Stranraer)