



CHIEF OFFICERS LIAISON GROUP MEETING

3D-34 Third Floor, Victoria Quay, Edinburgh, EH6 6QQ
Thursday 27 October 2016 – 11:00a.m.

AGENDA

Page Nos.

1. **WELCOME AND APOLOGIES FOR ABSENCE.**
2. **MINUTES**
 - (a) Chief Officers Liaison Group of 10 August 2016.
 - (b) Partnership Board of 23 September 2016.
3. **PTA/COMBINED AUTHORITY RESEARCH** – Presentation by Prof. Tom Rye
4. **CITY DEAL UPDATE:**
 - (a) **SESTRAN/SESPLAN** - Verbal update by George Eckton.
 - (b) **TRANSPORT APPRAISAL GROUP** – Verbal update by George Eckton
 - (c) **RTS UPDATE** – Verbal update by George Eckton
5. **AUDIT SCOTLAND- POTENTIAL PROJECTS/JOINT WORKING** – Report by Jim Grieve/Catriona Macdonald.
6. **REVIEW OF FORUMS** – Verbal update by George Eckton .
7. **PROGRAMME FOR GOVERNMENT**– Report by George Eckton
8. **PROJECTS UPDATE: X-ROUTE, YOUNG SCOT CHARETTES AND STAR PATHS, H2020 E-MOTIV WITH LEEDS, RTPi UPDATE** – Report by Moira Nelson/Catriona Macdonald.
9. **EQUALITIES OUTCOMES 2017-2021** – Report by Angela Chambers/Emily Whitters.
10. **FINANCE REPORTS** – by Iain Shaw, Treasurer Services.
 - (a) Financial Planning 2017/18

(b) Core Revenue Budget Monitoring Report 2016/17

(c) Mid-term Treasury Report

11. **SESTRAN BUSINESS PRIORITIES FOR 2017/18; ANNUAL UPDATE TO 2015-2018 DELIVERY PLAN** – Report by George Eckton
12. **RECORDS MANAGEMENT** – Verbal update by Angela Chambers.
13. **STAFFING UPDATE** – Report by George Eckton.
14. **SUGGESTIONS FOR THE PARTNERSHIP BOARD AGENDA**

ITEMS FOR NOTING

15. **MINUTES**
(a) RTP Joint Chairs – 15 September 2016
16. **AOCB**
17. **DATE OF NEXT MEETING**
TBC – Suggested dates for 2017 to be tabled.

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20 September 2016.

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Agendas and papers for all SEStran meetings can be accessed on www.sestran.gov.uk



CHIEF OFFICER LIAISON GROUP MEETING
2:30 PM WEDNESDAY 10TH AUGUST 2016

Present:

George Eckton (GE)	SEStran (Chair)
Angela Chambers (AC)	SEStran
Julie Cole (JC)	Falkirk Council
Neil Dougall (ND)	Midlothian Council
Peter Forsyth (PF)	East Lothian Council
Ken Gourlay (KG)	Fife Council
Graeme Johnstone (GJ)	Scottish Borders Council
Ewan Kennedy (EK)	City of Edinburgh Council
Catriona Macdonald (CM)	SEStran
Moira Nelson (MN)	SEStran
Iain Shaw (IS)	CEC – Treasurer Services to SEStran

Apologies:

Lesley Deans	Clackmannanshire Council
Andrew Ferguson	Fife Council
Jim Grieve	SEStran
Martin Wanless	Scottish Borders Council
Emily Whitters	SEStran

Ref.		Actions
1.	Welcome and Apologies for Absence	
	GE welcomed the group to the meeting and apologies are noted as above.	
2.	Minutes	
(a)	<u>Chief Officer Liaison Group – 31st May 2016</u> Agreed as a correct record.	
(b)	<u>Partnership Board – 17th June 2016</u> Noted.	
(c)	<u>Partnership Board – Additional Meeting 1st July 2016</u> Noted.	
	GE provided an overview of the proceedings at the Board meetings and summarised the outcomes of the Internal Audit report. He noted that Cllr Hinds, in her role as Chair, has indicated her desire to work closely with the Vice-Chairs and Board to develop a collective agenda for the future.	
3.	Review of Structures	
3.1	GE presented the report and advised that following feedback from various stakeholder groups/meetings, it was agreed it was the appropriate time to review the current Forum/meeting structures.	

/3.	Review of Structures	
3.2	<p>One of the first changes to be implemented was the rescheduling of Chief Officers' meeting, this is to provide a longer lead-in time to the Board, which will enable broader participation and input from the group. GE suggested that the Chair could rotate around the Partner Authorities and asked for comments. A round table discussion followed and the overall consensus was that given the resourcing challenges facing all councils, the group were content for the Chair to be retained by SEStran. They welcomed the proposed changes to the structure, the opportunity to influence and inform debate, and agreed that there was an opportunity to re-focus and establish a common agenda. GE noted the comments and advised that if Officers' required access to SEStran Officer capacity, he would be happy to discuss further.</p> <p>In terms of the alignment of the group in the context of City Deal, it was agreed that further clarity was required in order to develop collaborative working/processes. Emerging from City Deal, potential integration opportunities were discussed and although there is wide political support, the practicalities need to be addressed. Further updates would be provided as developments are made.</p> <p>The group agreed that it would be useful to streamline the number of Forums to provide tangible outcomes and allow resources to focus on project delivery.</p>	GE
4.	European Union Referendum	
	<p>GE summarised the report, noting that the UK are still members of the EU until Article 50 is evoked. The advice that has been issued by the commission is that any EU funding will continue until the end of the project. The group agreed SEStran should keep a watching brief and take a proactive approach to lobby/influence during negotiations.</p>	
5.	RTS Main Issues Report/REGIO-MOB Update	
5.1	<p><u>RTS MIR</u> GE provided a brief summary on the RTS MIR: some progress has been made and it is anticipated a paper will go the Dec or March Board, depending on the outcome of City Deal. Work has begun looking into Equalities Impact Assessments, SEA, co-design opportunities with Young Scot and collaboration with other stakeholder groups.</p>	
5.2	<p><u>REGIO-MOB Update</u> CM provided a verbal update on the project, including the various meetings/workshops to date. A further meeting is scheduled for September which will allow for an in-depth discussion on best practice, with the shortlist being presented to the Lead Partner to take forward. GE noted that this project will be fundamental in providing resource towards the RTS. GJ noted the Ministerial announcement regarding the NTS refresh.</p>	

6.	City Deal Update	
6.1	GE provided a verbal update to the group, advising that following discussions with the Partner Authorities in late July there was interest in progressing towards a PTA approach. On that basis, Prof. Tom Rye will undertake some research for consideration at the September Board. If Members approve, further research/reporting will commence. GE noted that the Chair is keen to make the Board meetings less formal and allow Officer participation in order to move debate forward.	
6.2	The group discussed the themes, legalities and geographical boundaries of City Deal and there is an understanding that an offer would be made to extend to the 2 Authorities currently outside the CD boundary.	
6.3	The scope of research and how it could be undertaken was also discussed, including levels/direction of authority of the various organisations.	
7.	Scottish Government's Review	
7.1	GE summarised the paper presented to the last Board: the 2 key issues were the non-continuation of SDP's and a review of transport governance around national/regional infrastructure. GE met with the Chief Planner to discuss plans for going forward. The Planning team are very keen to listen to proposals and consultation. Their key focus was less on the production of plans and more on the delivery of outcomes. SEStran will continue to engage with the various working groups.	
8.	Forthcoming Legislation, Strategy & Projects	
8.1	GE noted the current status of SDPR and the NTS. Moving forward, work will begin on reviewing primary legislation and the future of RTP's could be part of that process. In terms of funding, it is likely that the 1 year settlement will continue.	
9.	Climate Change Duties	
9.1	GE introduced the item, noting that this is the first year that SEStran have a duty to report. Steps taken to address climate change issues include business travel options, car sharing and promoting world car free day.	
10.	Finance Reports	
(a)	<u>Audited Financial Statement of Accounts 2015/16</u> IS provided a verbal update, noting that the final meeting with Audit Scotland was still to take place, however, there was no indication of any significant issues arising. The governance matter has been addressed and it is likely that a clean bill of audit will be issued. GE added that there had also been issues around the invalidation of governance procedures but the measures taken had removed these. IS will provide updates as required.	

/10.	Finance Reports	
(b)	<p><u>Core Revenue Budget Monitoring Report 2016/17</u> IS advised that subject to budget monitoring meetings, a balanced position is anticipated for the course of this financial year.</p> <p>GE noted that an IT refresh will be progressed this financial year and will be contained within the budget. The current hardware has reached the end of its life cycle and it is now prudent to invest.</p>	
11.	Draft Annual Report	
11.1	MN presented the item and noted that following discussions with Transport Scotland and staff, it was agreed to update the presentation of the Annual Report. The intention is to present a simpler format which focuses on SEStran and its outcomes, to make it more engaging and positive. Any comments or suggestions for input are welcome.	ALL
11.2	GE noted that the SEStran website is also being reviewed with a view to making it more user friendly and customer focussed. The group are welcome to feed in any comments.	ALL
11.3	The use of comms./social media was discussed and it was agreed SEStran needed a clearer identity. It was suggested that moving forward, a joint comms group could be set up.	
12	Records Management	
12.1	AC outlined the work being undertaken in Records Management. A formal Records Management Plan is to be submitted to the National Archives of Scotland by the end of Jan 2017. Over the course of the next 2 Board meetings, there will be reports/policies presented for approval for inclusion in the plan.	
13.	Performance & Audit Committee - Update	
13.1	GE provided an update on the P&A Committee and the proposed agenda items. He noted that Cllr Hinds is keen for wider debate at the Board and it may be that P & A take on a more prominent role in the scrutiny/approval of policies/noting reports. The implications of any proposed change will be investigated with Legal Services.	
14.	Suggestions for Partnership Board Agenda	
14.1	<p>GE asked the group for their input in agreeing what items should be on the agenda for the next Partnership Board. Suggestions from the group included:</p> <ul style="list-style-type: none"> • Future work plans/delivery • Strategic planning • Existing projects update • Action plan/LA projects (Potential synergies) • Novus FX • Audit Scotland Road Maintenance Report 	

/14.	Suggestions for Partnership Board Agenda	
14.2	The group discussed the Audit Scotland Road Maintenance report and careful consideration is required as to what should be presented.	
	ITEMS FOR NOTING	
15.	Public Services Reform (Scotland) Act	
15.1	GE noted that this year's report will be presented in line with Scottish Government's reporting format. This will result in a more streamlined, efficient paper.	
16.	Minutes	
(a)	<u>(DRAFT) RTP Joint Chairs – 15 June 2016</u> The next meeting will take place in Shetland on 13-14 th September.	
17.	AOCB	
17.1	<u>Cycling Scotland</u> GE has been in discussions with Cycling Scotland regarding a post located within SEStran for a Cycle Training and Development Officer. This would be funded by SEStran for an initial 12 month pilot period and the resource would be made available to the Partner Authorities. A copy of the job description will be circulated to the group for comment.	GE
17.2	An internal vacancy for the continuation of the Active Travel Officer is being advertised and again this resource will be available to the group. The potential for further resource sharing was also discussed.	
17.3	<u>ELBF</u> PF/ND advised that in line with collaboration/shared services, a list of proposed work streams are being considered.	
18.	Date of Next Meeting	
	The date of the next meeting has been scheduled for Thursday 27th October 2016 at 11:00am in SEStran Offices, Room 3D-34, Victoria Quay, Edinburgh EH6 6QQ.	

PARTNERSHIP BOARD MEETING

**HELD IN CONFERENCE ROOM 1, VICTORIA QUAY, EDINBURGH EH6 6QQ
ON FRIDAY 23RD SEPTEMBER, 2016
10.00 A.M. - 1.00 P.M.**

PRESENT:	<u>Name</u>	<u>Organisational Title</u>
	Cllr Lesley Hinds (Chair)	City of Edinburgh Council
	Charlie Anderson	Non Councillor Member
	Cllr Stephen Bird	Falkirk Council
	Cllr Tom Coleman	Falkirk Council
	Cllr Gordon Edgar (Vice-Chair)	Scottish Borders Council
	Phil Flanders	Non Councillor Member
	Cllr Jim Fullarton	Scottish Borders Council
	Cllr Russell Imrie (Senior Vice-Chair)	Midlothian Council
	John Martin	Non Councillor Member
	Cllr Adam McVey	City of Edinburgh Council
	Cllr Derek Rosie	Midlothian Council
	Sandy Scotland	Non Councillor Member
	Cllr Derek Stewart	Clackmannanshire Council
	Barry Turner	Non Councillor Member
	Cllr John Wincott	Fife Council

IN ATTENDANCE:	<u>Name</u>	<u>Organisation Title</u>
	Nikki Boath	SEStran
	Angela Chambers	SEStran
	Julie Cole	Falkirk Council
	Mark Craske	NHS Forth Valley
	George Eckton (Partnership Director)	SEStran
	Andrew Ferguson (Legal Secretary)	Fife Council
	Lisa Freeman	SEStran
	Ken Gourlay	Fife Council
	Joanne Gray	Transport Scotland
	Jim Grieve	SEStran
	Trond Haugen	Adviser to SEStran
	George Lowder	Transport for Edinburgh
	Catrina Macdonald	SEStran
	Gordon McNeil	Clackmannanshire Council
	Daniel Melly	Audit Scotland
	Moira Nelson	SEStran
	Tom Rye	Transport Research Institute
	Iain Shaw (Treasurer)	City of Edinburgh Council
	Alastair Short	SEStran
	Hugh Thomson	City of Edinburgh Council
	Emily Whitters	SEStran

APOLOGIES FOR ABSENCE: /	<u>Name</u>	<u>Organisational Title</u>
	Graham Bell	Non Councillor Member
	Cllr Tony Boyle	West Lothian Council
	Cllr Nick Cook	City of Edinburgh Council
	Cllr Kenneth Earle	Clackmannanshire Council
	Cllr Bill Henderson	City of Edinburgh Council
	John Jack	Non Councillor Member
	Cllr Cathy Muldoon	West Lothian Council
	Neil Renilson	Non Councillor Member
	Cllr Joe Rosiejak	Fife Council

**APOLOGIES
FOR ABSENCE:**

Name

Organisational Title

Cllr Michael Veitch
Neil Dougall
Peter Forsyth
Graeme Johnstone
Ewan Kennedy

East Lothian Council
Midlothian Council
East Lothian Council
Scottish Borders Council
City of Edinburgh Council

ORDER OF BUSINESS

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

DECLARATIONS OF INTERESTS

None.

A4 PRESENTATION ON PUBLIC TRANSPORT AUTHORITIES

The Committee considered a report by George Eckton, Partnership Director, with an associated presentation by Professor Tom Rye of the Transport Research Institute at Napier University. It was noted that Professor Rye would clarify the means of appointment of members to English Passenger Transport Authorities; the level of public transport integration achievable; what benefits to Falkirk and Clackmannanshire there would be in a model 3 approach; and an indication of regulatory changes.

Decision

The Board noted the presentation and agreed to commission a short, focused piece of research by Professor Rye on the implications of SEStran moving to a model 3 authority for consideration at the December Board.

A5. APPOINTMENT OF VICE CHAIR

The Board noted Councillor Callaghan, Vice-Chair of SEStran, had now resigned from the Partnership.

Decision

The Board agreed to defer the issue of whether to appoint additional Vice-Chair(s) to the next meeting. In so doing, the Partnership recorded their thanks and appreciation to Councillor Callaghan for his contribution to SEStran.

A6. MINUTES

The following minutes were approved:-

- A6.a – Partnership Board meeting – 17th June, 2016
- A6.b – Partnership Board meeting – 1st July, 2016
- A6.c – Performance & Audit Committee – 9th September, 2016
(specifically agreeing those items deferred to the Board for approval)
- A6.d – Regional Transport Partnerships Joint Chairs Meeting – 15th June, 2016

A7 FINANCIAL REPORTS

(a) Internal Audit Report

The Board considered a report by the Internal Audit for the Financial Year 2015/16

Decision

The Board:-

- noted the contents of the report; and
- noted the Draft Annual Governance Statement contained in Appendix 2.

(b) South East of Scotland Transportation Partnership 2015/16 – Annual Audit Report

The Board considered the report from the Partnership's External Auditors for financial year 2015/16.

Decision

The Board noted the terms of the report.

(c) Audited Annual Accounts 2015/16

The Board considered the report by the Treasurer, Hugh Dunn presenting the audited annual accounts for the year ended 31st March, 2016

Decision

The Board:-

- noted the audited annual accounts and the Auditor's opinion in the audit certificate to the accounts;
- authorised the annual accounts for signature; and
- approved that SEStran Limited be struck off from Companies House register.

(d) Finance Officer's Report

The Board considered a report by the Treasurer presenting the first update on financial performance of the core revenue budget of the Partnership for 2016/17, in accordance with the Financial Regulations of the Partnership.

Decision

The Board noted:-

- (i) that core expenditure in 2016/17 will break even against the approved revenue budget of the Partnership;
- (ii) all income and expenditure will continue to be monitored closely with updates reported to each Partnership meeting; and

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

A8 NEW REGIONAL TRANSPORT STRATEGY – STRATEGIC ASSESSMENT GUIDANCE

The Committee considered a report by the Strategy Liaison Officer in relation to the first stage of renewal of the Regional Transport Strategy. The report outlined the steps being undertaken in scoping the relevant strategic assessment guidance.

Decision

The Partnership Board noted the contents of the report.

A9 PROJECTS REPORT

The Board considered a report by Catriona Macdonald, Project Officer, detailing the current year's Projects Budget which shows expenditure, to 8th August, 2016 of £203,033.35

Decision

The Board:-

- (i) Noted the contents of the report; and
- (ii) Approved a grant to Peter Hogg of Jedburgh as a contribution towards the cost of installing new equipment on vehicles with a view to them being included in Bustracker SEStran.
- (iii) Approved the grant offers under the Sustainable and Active Travel Grant Scheme referred to in section 4.1.2 of the report;
- (iv) Noted the publication of the Audit Scotland report "Maintaining Scotland's Roads" and agreed that a further paper on the potential opportunities for joint project work or further collaboration around other aspects of transportation delivery be brought to the December Board meeting.

A10/ EUROPEAN UNION REFERENDUM

The Board considered a report by Jim Grieve, Head of Programmes, regarding the outcome of the UK's referendum on EU membership.

Decision

The Board:-

- (i) Noted the potential impact of invoking Article 50 and leaving the European Union on the SEStran budget and the proposal for underwriting of projects; and
- (ii) Agreed with the recommendation of the Performance and Audit Committee that a standing item will be tabled to future Board meetings whilst further clarity is sought on Article 50; and

- (iii) Noted the issue would remain a key issue on the SEStran risk report considered regularly by the Performance and Audit Committee.

A11. SESTRAN REVIEW OF GOVERNANCE STRUCTURES

The Board considered a report by the Partnership Director, considering a review of the current consultative structure of SEStran regarding its forum and officer groups.

Decision

The Board agreed that comments should be sought from all stakeholders and forum members by the end of October; that the Chair and Vice-Chairs meet in November to discuss a way forward in the light of those comments, with a view to a further report with recommendations to the December Board.

A12. EQUALITIES AND DIVERSITY WORKING GROUP UPDATE

The Board considered a report by George Eckton, Partnership Director, regarding the review of governance which included reference to the need to annually report to the Board on the Equality and Diversity Policy.

Decision

The Board:-

- (i) agreed to the proposed amendments to SEStran's Equality and Diversity Policy including the specific recommendation to remove the annual reporting requirement for the policy;
- (ii) noted the update from the SEStran Board Diversity Working group on 31st August and agreed to the proposed set of actions recommended for approval by the September Board and the statutory requirement to produce a Board Diversity Succession Plan;
- (iii) noted the development proposals for SEStran's next set of Equality Outcomes and in particular, noting the recent vacancy amongst non-Councillor members and the introduction of observers;
- (iv) agreed to recommend the CIHT Diversity and Inclusion Charter to the Board for approval; and
- (v) authorised the Partnership Director to write to non-Councillor members who were unable to comply with the minimum attendance requirements of Standing Orders to ascertain their position.

A13./ PROGRAMME OF GOVERNMENT

The Board considered a report by George Eckton, Partnership Director providing a summary of the main legislative proposals, other policy actions and initiatives outlined in the Scottish Government's Programme for Government 2016-17 published on 6th September, 2016, alongside an update on the Chair's meeting with the Transport Minister and the Partnership Director's involvement in the Planning Review's Development Planning workshops.

A13. Decision

The Board:-

- (i) noted the summary provided and the emerging legislative proposals and other policy and project initiatives of the Scottish Government for the first year of the new Scottish Parliamentary session;
- (ii) noted the further verbal update from the Chair and Partnership Director on the meeting with the Minister for Transport and attendance at the Planning Review workshops respectively; and
- (iii) noted that further reports would be brought to the Board on these issues as they emerge over the rest of the Parliamentary year.

A14 (a) PUBLIC BODIES CLIMATE CHANGE DUTIES

The Board considered a report by Emily Whitters, Business Support Officer relating to SEStran's obligations relating to climate change legislation to reduce Scotland's carbon emissions by at least 80% by 2050.

Decision

The Board:-

- (i) approved the Business Travel Policy; and
- (ii) approved the submission of the SEStran Climate Change report to the Sustainable Scotland Network.

A14 (b) ANNUAL REPORT

The Board considered a report from Moira Nelson, Marketing and Project Support Officer outlining the changes to the format of this year's Annual Report following consultation with Transport Scotland, and the development of the new SEStran website.

Decision

The Board approved the contents of the draft Annual Report 15/16 for publication.

A14 (c) RECORDS AND IT MANAGEMENT

The Board considered a report by Angela Chambers, Business Manager, providing the Partnership with an outline summary of the work being undertaken by SEStran to comply with its duties in terms of records management compliance.

Decision

The Board:-

- (i) noted the contents of the report; and
- (ii) agreed that the Information Security Policy and Records Management Plan would be presented to the Partnership Board for approval, at a subsequent meeting.

A14 (d) PUBLIC SERVICES REFORM (SCOTLAND) ACT 2010

The Board considered a report by Emily Whitters, Business Support Officer, providing information on the Scottish Regional Transport Partnerships are included in the schedule of the Public Services Reform (Scotland) Act 2010.

Decision

The Board noted the contents of the material for publication, in terms of the Act, and agreed to the relevant separate statements referred to in the report being published on the SEStran website.

A15 PROCUREMENT AND DELEGATED POWERS REPORT

The Board considered a report by the Partnership Director and Secretary and Legal Adviser in relation to various procurement matters.

Decision

The Board:

- (i) Noted the summary of the review of current and previous procurement activity and use of the Scheme of Delegation by the Partnership Director since the last Board meeting;
- (ii) Agreed that a revised procurement strategy for the relevant contract referred to in the report should be brought to the next Board meeting;
- (iii) Agreed with the recommendation from the Performance and Audit Committee to take formal steps to terminate the current agreements with One Ticket and Coachline and bring forward a procurement strategy for the services if possible and desirable to One Ticket Limited following further discussions; and
- (iv) Agreed the adoption of the corporate procurement policy appended to the report, and the proposals for its publication and review of operation via annual reporting procedures in the revised legislative context.

A16 CITY DEAL GOVERNANCE PROPOSALS

The Board considered a report by George Eckton, Partnership Director on proposed governance arrangements for the Edinburgh City Region in relation to the City Region deal, and other regional activities currently undertaken jointly by six of the local authorities in the SEStran area.

Decision

The Board:

- (i) Noted the proposals for the City Region Deal and emerging White Paper on Planning and its impact on staffing of SEStran;
- (ii) Agreed the strategic proposal for the Partnership Director to legally become the SDP Manager for SESPlan and provide leadership capacity over the next 12 – 18 months, if an administrative or contractual mechanism could be found, suitable to all parties, that in the initial interim period provides managerial overview of the SESPlan and SEStran teams, and subject to the finalisation of any agreement and appropriate financial compensation to SEStran.

A17 AOCB

None.

A18 DATE OF NEXT MEETING

The Board noted the next meeting of the Partnership would take place on Friday 2nd December, 2016 at 10:00am in Conference Room 1, Victoria Quay, Edinburgh, EH6 6QQ.

3. Passenger Transport Authority Presentation

Passenger Transport Authority Presentation

1. INTRODUCTION

- 1.1 The paper provides an update on the Board's approval on 23 September to engage Professor Tom Rye in a short piece of research to scope out the implications of SEStran moving to a form of (level 3) passenger transport authority model.

2. BACKGROUND

- 2.1 At the June and September 2016 SEStran Board meetings, there was discussion, in the context of a Planning Review and the emerging Programme for Government, of SEStran moving from a Level 1 to a Level 3 RTP and becoming a Passenger Transport Authority.
- 2.2 The Board had previously highlighted the increasing disaggregation of strategic transport planning across Scotland. Identifying that, with the expected growth of Edinburgh City Region up to 2050 there should be active consideration and evaluation of some form of strategic integrated authority for all forms of transport for the SEStran area to ensure prosperity and accessibility into wider North of England labour markets. The recent Edinburgh City Region Deal proposals include the suggested creation of a Passenger Transport Authority.

3. PASSENGER TRANSPORT AUTHORITIES

- 3.1 Previously, there were seven main UK metropolitan areas outside London which had a Passenger Transport Authority/Executive (PTAs/PTEs) of some form, including Strathclyde Partnership for Transport, which was formed by combining Strathclyde Passenger Transport Authority and Executive and the voluntary WESTRANS partnership under the Transport (Scotland) Act 2005. London currently has Transport for London which implements the Mayor of London's transport strategy and manages transport services.
- 3.2 PTAs in England were replaced by Integrated Transport Authorities (ITAs), late last decade and ITAs are now changing once again into Combined Authorities (CAs). Most ITAs/CAs retain a PTE as an implementation arm, although in some cases the PTE has been absorbed into the CA completely. Previously there were rail powers for PTAs but these were removed by the Railways Act 2005.
- 3.3 ITAs/CAs are responsible for setting out transport policy and public transport expenditure plans in their regions. These are then implemented by PTEs. Other outcomes or outputs delivered by PTEs are as follows:
- Production of a strategy or strategies for the development of regional public transport networks;

- Plan and fund socially necessary bus routes;
- Work in partnership with private operators to improve bus services through bus priority schemes or quality partnerships;
- In certain UK areas they run concessionary travel schemes for older, disabled or young people;
- Planning and implementation of investment in local public transport networks including new bus, rail or active travel stations/hubs;
- Provide impartial and comprehensive public transport information services or regional integrated ticketing schemes; and
- Manage and maintain bus interchanges, bus stops and shelters

3.4 It is very important to remember that bus services in ITA/CA areas in England remain deregulated and thus in the main provided in the same way as they are in Scotland, although there are additional powers to manage bus services available to all transport local authorities in England (Counties, Unitarians and ITAs/CAs) under the Local Transport Act (2008) that are not available in Scotland. In other parts of northwest Europe, passenger transport authorities normally franchise bus services in a regulated context in much the same way as happens in London.

4. MODEL 3 AUTHORITY

4.1 Currently SEStran is a Model 1 RTP, with a primary duty to produce a Regional Transport Strategy. A Model 3 is an enhanced method of partnership delivery as described in previous paragraphs. In the light of the City Region Deal proposals relating to transport and infrastructure, active consideration by Chief Officials is being given to utilising the provision in the Transport (Scotland) Act 2005 for the Regional Transport Authority to become a model-three authority. In effect this would mean assuming the powers of a Passenger Transport Executive. This would require agreement between the member authorities and consent from the Scottish Government. However, crucially from initial legal analysis would not require new primary legislation or reserved legislative decisions, given the devolved issues outlined in the Scotland Act 1998 concerning transport.

5. FURTHER RESEARCH

5.1 Whilst there is a reasonable level of clarity on the legislative and legal implications of moving to a Model 3 authority, it was recognised that further discussions could benefit from specific research into the strategic and any specific high-level implications for the SEStran area.

5.2 The Partnership Director recommended to the September Board meeting that commissioning a short study on the potential benefits for the SEStran area in transitioning to a Model 3 Regional Transport Authority should be undertaken and subject of a further report to the December 2016 meeting of the SEStran Board. The Board agreed to the recommendation on the 23 September.

5.3 It is proposed that this piece of research should seek to test at a high-level all potential impacts/risks such a change on the following issues, alongside any further criteria agreed at the Board meeting, for the SEStran area:

- Planning and delivering transport solutions for all modes of transport across the region;
- The short, medium and long-term impacts and benefits of a change to a Model 3 Regional Transport Partnership and within this a high-level analysis of the prioritisation of actions to address current constraints on regional transport outcomes;
- Impact on positive pricing, multi-modal journey integration and economies of scale through regional travel planning, procurement and asset management;
- Improved cross-regional mobility for regional labour, training and employability;
- Improved community connectivity where there are no commercial services presently or services are under pressure;
- Provision of transport for people with disabilities and intersectionality across groups; and
- Contribution to the health, employability and welfare reform agendas.

5.4 In the context of Scotland's Economic Strategy and its policy framework for Inclusive Growth it may also be that the Board wish any research to consider the impact of a model three RTP on the multidimensionality of Inclusive Growth in the South East of Scotland. This could lead to the inclusion of well-being, equality of opportunity/social mobility, participation, economic geography and environmental sustainability assessment criteria. The impact of a PTA/RTP on wealth and inequality alongside potential innovation benefits and infrastructure/enterprise benefits for the South East of Scotland. There could be a particular impact on the labour market, long-term enterprise trends, accessibility to more and better quality jobs and ensuring that all have the opportunity to contribute to all sectors of the economy.

5.5 At the September Board meeting, there was also requests from Board members for the following issues to be investigated by Professor Rye, albeit with a recognition that they couldn't be fully scoped within the present research timescales and funding:

- Scale of full funding for concessionary fares: comparisons between England and Scotland levels of Bus Service Operator Grants (BSOG) levels;
- The potential impact of regulation on outcomes detailed in paragraphs 5.3. and 5.4 above;
- A request for a commentary on whether a larger organisation have resilience benefits alongside the issues of political priority and purpose;
- Comparison of SEStran to other PTAs in Europe and UK;
- Examples of road network and maintenance powers exercised by other PTAs.
- A request for a summary of the main forms of Governance of PTAs in terms of committee structure and proportions of political and non-executive representation.
- What the relationship would be between Transport for Edinburgh and SEStran;

- The relationship between strategic Land-Use and Transport Planning;
- Benefits to Falkirk and Clackmannanshire of joining a City Deal PTA, and the potential impact on Stirling as a neighbouring authority given Clackmannanshire's joint public transport unit with Stirling.

6. TRANSPORT SCOTLAND

- 6.1** The Partnership Director and Secretary met with Transport Scotland on the 6th October to seek guidance on the details of the “form”, as detailed in Section 10 (4) of the Transport (Scotland) Act 2005 “the Act”, of any request for Scottish Ministers to support an Order (3 month statutory instrument laid in Parliament and assumed to be negative) SEStran moving from a Model 1 to a Model 3 RTP. The response from Transport Scotland officials was that the request could be in the form of a letter with an associated annex outlining in clear legal terms the specific of the requests for a wholly or concurrently transfer of functions. This would then form the basis for support from Ministers, as the process of change is not based on consent of Ministers but of Parliament.
- 6.2** Transport Scotland officials were on initial reflection minded to view the 2005 guidance¹ as primarily a time specific piece of guidance focussed on the setting up of the authorities and that a majority of the guidance is “non-binding” given it’s about having regard. Therefore, the absence of an explicit statement of intent of moving to a Model 3 authority within the current Regional Transport Strategy is not a constraint on pursuing such a move. It would require justification narratively and strategically in any letter to Scottish Ministers. This is not currently a completely considered view and officials undertook to provide further clarification.
- 6.3** Section 10 (4) of the Act outlines the main functions which may be subject of such an Order albeit this is not an exclusive list:
- Part 2² of the Transport (Scotland) Act (bus services) and Part 3³ of that Act (road-user charging)
 - Management or Maintenance of a bridge;
 - Section 1 to 4⁴ of the Road Traffic Regulation Act 1984 (c.27) (traffic regulation orders) and local traffic authorities by section 19⁵ of that Act (regulation of use of roads by public service vehicles);
 - Sections 63⁶ and 64⁷ of the Transport Act 1985 (c.67) (securing the provision of passenger transport and related consultation and publicity)
- 6.4** The Act outlines as examples some of the functions which may be the subject of an order under Section 10 (4): entering into quality partnership schemes; entering into quality contract schemes; entering into ticketing

¹ <http://www.gov.scot/Publications/2006/03/06145237/0>

² <http://www.legislation.gov.uk/asp/2001/2/part/2>

³ <http://www.legislation.gov.uk/asp/2001/2/part/3>

⁴ <http://www.legislation.gov.uk/ukpga/1984/27/part/1/crossheading/outside-greater-london>

⁵ <http://www.legislation.gov.uk/ukpga/1984/27/section/19>

⁶ <http://www.legislation.gov.uk/ukpga/1985/67/section/63>

⁷ <http://www.legislation.gov.uk/ukpga/1985/67/section/64>

arrangements and ticketing schemes; providing information about bus services; installing bus lanes; providing subsidised bus services; making and implementing road user charging schemes; operating ferry services; managing tolled bridges; operating airports and air services; and entering into public service contracts.

- 6.5** Chapter 2 Transport Functions: Further Provisions, Section 14 of the Act also provides for arrangement for performance by RTPs of certain transport functions etc., albeit this part of the Act does not provide an exhaustive definition of statutory functions relating to “transport” and given Chief Officers request at the August meeting for a discussion on the potential for collaborations around the Audit Scotland proposals for wider network maintenance/management and other transportation functions. Chief Officers may wish to discuss whether as part of a move towards a Model 3 partnership SEStran should be considering other functions as part of an Order request to Scottish Ministers.
- 6.6** The Secretary also sought clarification of the requirements of Section 10 (6) of the Act regarding consultation with constituent councils around the proposed contents of the request to Scottish Ministers to support an order transferring wholly or concurrently a function. The Secretary was clear in his view that any “consultation” needed to be clear and distinct from the SEStran meeting, committee or board process and needed to be direct with each council rather than through the mutual engagement with the regional transport partnership.
- 6.7** Transport Scotland officials did highlight that any order supported by Scottish Ministers would before making an Order and it passing through Parliament, require a 3 month public consultation on the proposals.
- 6.8** The current proposed timescale for this consultation, is between the December 2nd board meeting and a special board meeting proposed to be scheduled for mid-late January 2017. This would then enable a request to support an order to be made to Scottish Ministers prior to them launching the review of transport governance (Recommendation 21 of the Independent Review of Planning) as part of National Transport Strategy 2 consultation in early 2017. However, this timescale will be depend upon further opinion on the relevant committee within each constituent council which is required to be consulted upon and to give its formal consent for the transfer of fuctions, wholly or concurrently, to SEStran prior to a formal submission to Scottish Ministers seeking their support for an Order.

7. RECOMMENDATION

- 7.1** The Chief Officers’ are invited to note and comment upon the ongoing work by Professor Rye on Passenger Transport Authorities.
- 7.2** Consider the functions which their constituent councils would wish to see wholly or concurrently exercised by SEStran as a Model 3 authority, which reference to the paper on the proposals for collaboration emerging from the Audit Scotland: Maintaining Scotland’s Roads Report.
- 7.3** Offer an initial opinion on the relevant Council committee’s which would be required to take any decision to transfer functions wholly or

concurrently to SEStran and the dates of meetings of such committees over 2016 and 2017 to inform future planning.

George Eckton
Partnership Director
27th October 2016

Andrew Ferguson
Secretary

Audit Scotland Report – Further Potential for Joint Working

1. INTRODUCTION

1.1 Prompted by the “Maintaining Scotland’s Roads” report prepared and published by Audit Scotland (AS) in early August 2016 relating to collaborative working on a regional basis, SEStran’s partner local authorities’ transport chief officers, at their August Chief Officers’ Liaison Group meeting, suggested exploring further joint working opportunities.

2. SUMMARY

2.1 In light of the report findings and other issues, the report recommended;

- The development of regional arrangements for roads services and more generally for wider transportation services, to secure efficiency benefits whilst preserving local accountability; and
- Delegated decisions on the extent of shared services to operational level

2.2 The report states an expectation of a public report on the implementation of all the recommendations by December 2017.

2.2 Therefore, whilst a key message of the report is that roads authorities need to demonstrate greater commitment to improving road condition, it is recognised that these issues are being addressed with the SEStran area by regional forums such as Edinburgh, Lothians, Borders and Fife (ELBF) Forum and Tayforth Roads Collaboration Forum including Falkirk and Clackmannanshire. However, Partnership Board members did make a link, at the September meeting, to Professor Tom Rye’s research on Combined Authorities and mandated Chief Officers to table ideas, covering the wider perspective, to the December Board.

2.3 SEStran are aware that constituent councils have previously been clear that the regional governance of roads maintenance is not an area of interest to them. The AS report outlines a number of examples of collaboration all out-with the “asset management” term of sharing. SEStran Chief Officers wondered whether in this broader transportation management context rather than focussed road asset management context, there were opportunities presented by the findings of the report which might point to greater joint project or programme opportunities for SEStran constituent councils.

2.4 The AS report outlines potential benefits from collaboration as being economies of scale enabling the delivery of a wide range of services at competitive rates, a focus on front-line delivery and flexibility to move resources across council areas. Alongside joint procedural, procurement and personnel benefits from collaboration between councils and in some instances wider industry.

- 2.5** The Report highlights, within the SEStran area, the creation of the ELBF and Tayforth forums to enable implementation of regional road maintenance models. Audit Scotland highlight that for this and potential other forms of “sharing or joint working” Regional Transport Partnerships, as the statutory bodies responsible for transport planning at a regional level, present another option. The report highlights that whilst roads authorities need to determine the governance arrangements that best suit their needs, it is important in the view of Audit Scotland to avoid duplication.
- 2.6** Discussion at the August Chief Officers forum highlighted a willingness amongst officials to consider where interest or opportunities may exist outside road asset management for SEStran authorities to collaborate on wider transportation service delivery. This would be building upon, for example, activities such as TripShare, Routewise, RTPi and various cycling initiatives undertaken at present by SEStran.

3 RECOMMENDATIONS

Chief Officers are requested to

- 3.1** Provide an update on required roads management arrangements and
- 3.2** Identify specific additional areas of the wider transportation delivery service with potential for joint working, to be included in a report to the December Partnership Board meeting.

Jim Grieve
Head of Programmes
27th October 2016

Programme for Government 2016-17

1. PURPOSE

- 1.1** The paper provides a summary of the main legislative proposals, other policy actions and initiatives as outlined in the Scottish Government's Programme for Government 2016-17, published on 6 September 2016, and involvement in the Planning Review's Development Planning workshops.

2. LEGISLATION

- 2.1** The Scottish Government has proposed to introduce in the 2016-17 Parliamentary session a number of bills of transport of wider corporate relevance to Chief Officers.
- 2.2** Firstly, an Air Passenger Duty (APD) Bill, allowing a replacement tax for APD to be introduced.
- 2.3** A Railway Policing Bill to confer railway policing powers on to Police Scotland and Scottish Police Authority and put in place funding arrangements in respect to those functions ahead of integration of British Transport Police into Police Scotland.
- 2.4** Finally, in the 2016-17 session, there will be a Gender Balance on Public Boards Bill, which will require that positive action is taken to redress gender imbalances on public sector boards and will apply to non-executive appointments to the boards of Scottish public authorities. This Bill and its potential implications is addressed as part of the Succession Planning aspects of the Equality Outcomes 2017-2021 paper later on the meeting agenda.

3. INITIATIVES

- 3.1** The Scottish Government also outlines its intention to publish over 2016-17 a Climate Change Plan and accompanying Energy Strategy, outlining further details on the intention to reduce emissions by 80% by 2050. The focus for transport of the strategy will be how people and goods move around the country in the future. In early 2017 there will also be publication of proposals for a new Climate Change Bill, given the significant amount of emissions associated with transport this will be of significant interest for regional transport planning. The Climate Change Plan will also outline and promote separate strategies to: reduce demand for transport; facilitate modal shift to more sustainable forms; decarbonise vehicles; and make the transport network as efficient as possible.
- 3.2** There is also the restatement of the proposal for a new National Transport Strategy and a new Strategic Transport Projects Review which will align with the National Planning Framework to enable a comprehensive review of

national infrastructure priorities. The Minister for Transport has written to the stakeholders outlining it will be early 2017 before detailed consultation starts on these documents.

- 3.3** The Programme for Government also outlined the intention to examine the case for an extension to the Borders Railway, along with improvement to the A1, A7 and A68 within a wider study to identify Borders transport requirements due to report by the end of 2017.
- 3.4** On rail, Scottish Government will work with stakeholders to identify options to improve journey times, capacity, resilience and reliability on routes between Scotland and England, including a 3 hour journey time between the central belt and London.
- 3.5** The Scottish Government have also outlined as part of the preparation for a Transport Bill later in the Parliamentary session that during 2016-17 they will work with stakeholders to explore options to enhance and improve the role of the Scottish Road Works Commissioner. The Bill preparation process will also involve work to develop legislative options for improving bus services and securing nationwide multi modal smart ticketing. The scope of the proposed Bill will also cover a full review and consultation on the necessary legislation to promote responsible parking. A Member's Bill will also be supported to ensure that seatbelts become a legal requirement on all dedicated school transport in Scotland.
- 3.6** The Scottish Government will revise the current terms for reimbursement of bus operators through the National Entitlement Card scheme during 2016-17, with the current terms expiring in March 2017. An announcement will be made in winter 2016/17. This process will also examine, with stakeholders, options to safeguard the longer-term sustainability of the concessionary travel scheme. There will also be work starting to deliver 3 months free bus travel to those receiving the new Jobs Grant as well as free bus travel for Modern Apprentices under 21.
- 3.7** The Programme for Government makes a commitment that throughout the forthcoming year SaltireCard smart ticketing will be promoted to passengers to build upon the investment already delivered across the whole ScotRail network and the Glasgow Subway, and will be rolled out on an increasing number of bus services in Scottish cities and rural areas.
- 3.8** There is also a commitment to take forward the actions set out in "Cleaner Air for Scotland" – Scotland's first distinct air quality strategy – to reduce air pollution further. The proposal is to work with local authorities, albeit hopefully Regional Transport Partnerships can also be involved, to identify and put in place the first low emission zone by 2018, which will hopefully be a legacy for other areas to build on and deliver further zones.
- 3.9** There are commitments to publish an Accessible Transport Framework, refresh the Electric Vehicles Roadmap for Scotland and publish a third iteration of the Cycling Action Plan for Scotland by the end of the 2016-17

Parliamentary year. In other areas of policy, notably Inclusive Growth, Officers should note that in terms of encouraging fairer work, a more inclusive jobs market and greater regional cohesion across Scotland as well as tackling barriers to participation, transport is recognised alongside access to education, training and quality childcare as fundamental mechanisms to achieve growth which is more inclusive, whilst improving Scotland's economic competitiveness and wellbeing, reducing wider inequalities and improving opportunities for all. There is also a commitment to develop a National Social Isolation Strategy to ensure a holistic approach across to the problems of loneliness and isolation.

- 3.10** As part of specifically addressing the rural economy, the Scottish Government have committed to holding a series of summits from Autumn 2016 to Spring 2017 with key sectors and interests to explore how best to deliver investment, sustainable growth, jobs and opportunities for rural areas. There is also a commitment to develop a Scottish Rural Infrastructure Plan in 2017 to better co-ordinate existing and planned expenditure and resources through improved collaboration.
- 3.11** In terms of future transport sector workforce capacity, the Programme for Government outlines the intention to launch a consultation on a new Science, Technology, Engineering and Maths (STEM) strategy in Autumn 2016. The aim being to raise the levels of enthusiasm for STEM subjects as career choices, ultimately up skill the workforce of the future and increase knowledge in order to support attainment and aspirations in learning, life and work and to meet labour market needs. Programme for Government also highlights future joint work with the Chief Scientific Adviser for Scotland to champion the importance and benefit of STEM throughout education and training experiences.
- 3.12** There is a recognition within the document that Tourism is a key sector for Scotland's economy. There is a commitment to work with the Scottish Tourism Alliance and tourism industry leaders, to build an even better tourism business model for Scotland, through a revised Tourism Scotland 2020 Strategy which will address key priorities of leadership, digital technology, visitor experience and investment.
- 3.13** The Scottish Government have also stated an intention to publish consumer and competition principles, a policy statement, create a Scottish Consumer Taskforce and establish a Scottish Competition Advisory Forum. Following the publication of the Scottish Consumer strategic assessment in Summer 2016, Scottish Government have asked Transport Focus to undertake work looking at consumer advocacy and redress across transport services. It may be that following this, the Scottish Government will consider the next steps on transport consumer issues, including considering the merits of carrying out a separate transport strategic assessment.
- 3.14** The Programme for Government outlines that the planning system has a critical role to play in supporting continued growth and investment and creating great places. The proposal is that early in this new Parliamentary

session the Scottish Government will bring forward a Planning Bill which will maintain a strong and highly performing system, enabling greater housing and infrastructure delivery and supporting quality of place.

- 3.15** The Programme for Government, outlines that ahead of the proposals for legislative change, Scottish Ministers intend to implement the Planning Review recommendation for Simplified Planning Zones (SPZs) to help attract investment and promote housing delivery. The identification of SPZs will be undertaken with local authorities and will build on the streamlined approach to planning undertaken previously for Enterprise Zones.
- 3.16** The Programme for Government outlines that in 2016-17, Scottish Ministers will start the process of developing, consulting upon and publishing a set of national outcomes, report on progress towards achieving them and review them at least every 5 years. These new national outcomes will implement the Scottish Government's previous commitment to implement the United Nations Sustainable Development Goals, which include specific actions on climate change and inequalities amongst other actions.
- 3.17** There is also a commitment to work with Local Government as a key partner for the Scottish Government in delivering improved outcomes. Scottish Government will work with local authorities to review their roles and responsibilities. Stakeholder discussions on the timing of this review will take place before the end of the year, with a clear statement of support for more decentralisation of power from city and council chambers to communities. The document also outlines the beginning of work to examine the number, structure and regulation of health boards, as well as their relationship with local authorities, to increase efficiency and remove barriers to effective patient care.

4. PLANNING REVIEW WORKSHOP

- 4.1** SEStran was invited to be part of the Development Planning Working Group, as part of Scottish Government's response to the Independent Review of Planning and to feed into the Planning White Paper scheduled for publication in late November/early December. The working group met on 12/13 September to consider a variety of practical, solution focussed options for consultation upon the panel's 48 recommendations which could be included in the White paper. A further update will be provided at the meeting but the Scottish Government has published a summary of the workshops online¹.

5. RECOMMENDATION

- 5.1** The Chief Officers are invited to; note the summary provided and comment on the emerging legislative proposals and other policy and project initiatives of the Scottish Government for the first year of the new Scottish Parliamentary session.

¹ <http://www.gov.scot/Topics/Built-Environment/planning/Review-of-Planning>

5.2 Receive a further verbal update on the issues raised by attendance at the Planning Review workshops.

George Eckton
Partnership Director
27th October 2016

Projects Update

1. 2016/17 EXPENDITURE

- 1.1** **Appendix 1** to this report details the current year's Projects Budget which shows expenditure, to 30th September 2016, of £247,290.67.

2. REAL TIME PASSENGER INFORMATION (RTPI)

- 2.1** 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 has improved the reliability of the bustracker website and mobile app for the general public, and is anticipated to increase patronage of bus services as a result.
- 2.2** 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 155 digital screen installations in a variety of public and commercial buildings within the SEStran area.
- 2.3** To accelerate the roll out of the remaining screens (approximately 130), SEStran are inviting a number of marketing consultants to tender for this work. Through a more focussed and specialised promotional effort on the remaining RTPI screens, SEStran endeavour to distribute all remaining equipment by the end of the 2016/17 financial year.
- 2.4** Following SEStran's information session for smaller bus operators held in July 2016, SEStran are working with INEO and transport consultants WYG to enable a link between bustrackerSEStran and GPS-enabled ticket machines operated by smaller bus operators in the SEStran region.
- 2.5** The Smart Ticketing Challenge Fund has been launched by Transport Scotland. The fund provides capital funding to public sector organisations looking to develop interoperable smart ticketing. The initial round of applications is the end of October and it expected that there will be a further round of applications invited in January 2017. SEStran are currently considering a bid to the Smart Ticketing Challenge Fund to fund ticket machine upgrades for smaller bus operators in the SEStran region. This is dependent upon expressions of interest from bus operators, given a very tight timescale.

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 protected characteristic using the same previously agreed symbols. The second page displays the information to be shown to the bus driver.

3.2 The new Thistle Card App has now been added to the app store in a soft launch to gain feedback. SEStran will be contacting relevant stakeholders for feedback shortly.

3.3 SEStran are now in discussions with developers to identify potential to include usage statistics and where the app is being used. These additions can be added as feedback incrementally as use of the initial app increases. This data could be used to inform bus operators in the future to improve services.

4. SUSTAINABLE TRAVEL AWARENESS

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.

4.1.3 The Grant Scheme is now closed for 2016/17, and the following projects have already been agreed by the SEStran Partnership Board:

Midlothian Council Smarter Choices Smarter Places	£25,000
Forth Valley College Tripshare Scheme, in partnership with Tactran	£4,637
Queen Margaret University Travel Plan	£9,290
Scottish Enterprise in partnership with Edinburgh Bio Quarter and Edinburgh University, Creation of a Travel Plan and Travel Plan Survey work	£25,000

4.1.4 Following the Partnership Board meeting on the 23rd September 2016, SEStran are seeking approval of the following grant:
Edinburgh College - Continuation of Electric Vehicle Project, £25,000.

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. SCOTTISH GOVERNMENT DESIGN CHARRETTE AND ACTIVATING IDEAS FUNDS: 2016/17

5.1 SEStran, in partnership with Young Scot, has submitted an application to the Scottish Government's Design Charrette Programme for 2016/2017. SEStran and Young Scot are planning to undertake a co-design process with young people in two locations (Fife/Clackmannanshire and Edinburgh/Midlothian). The objective is for the outcomes to inform the Main Issues Report for our new Regional Transport Strategy. This project is being supported by Transport for Edinburgh and Fife Council. SEStran expect to hear the result of this application in November 2016.

5.2 SEStran commissioned Young Scot to create a project based on the views of young people surrounding active travel. The study, X-Route, was delivered through Young Scot's Co-design service, providing young people with a platform to engage and explore their views. The study gave groups of young people from varying socio-economic backgrounds across the region a chance to create and explore solutions to the barriers they face when using active travel. Following stakeholder input, a report was drafted and is due for publishing in early November. SEStran is committed to ensuring there are positive and tangible outcomes from the X-Route report and will continue to identify funding sources and opportunities to ensure our recommendations are delivered.

5.2.1 A funding application was recently made to the Scottish Government's Activating Ideas Fund, in order to allow further explorative work into turning one of the young groups' suggestions- creating glow in the dark paths for an increased sense of safety- into a reality. The outcome of the funding bid will be announced in November 2016. A further bid to the Scottish Road Research Board is being drafted for a mid-November submission, with the aim of taking the SRRB's desk-study on glowing paths to a trial stage.

6. EUROPEAN PROJECTS UPDATE

6.1 '**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.

6.1.1 The next Social Car meeting will be held in Brussels as part of the mid-term conference on the 22nd of November.

6.2 '**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.

6.2.1 The next SHARE-North partner meeting will be held in Kortrijk and Ghent in Belgium on the 6th to 11th of November.

6.3 ‘**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.

6.3.1 SEStran Officers attended the second REGIO-MOB partner meeting in Romania in October 2016 and presented the results of SEStran’s SWOT analysis to Romanian stakeholders.

6.3.2 SEStran will be hosting a workshop with REGIO-MOB project partners and their stakeholders in January 2017. During this workshop, SEStran will present two best practices, yet to be determined, from the region which have been chosen by the project partners and their stakeholders.

7. OPPORTUNITIES FOR NEW EUROPEAN PROJECTS

7.1 Interreg, North West Europe

7.1.1 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.

7.1.2 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. Work continues towards a submission in November this year, or Spring 2017.

7.2 Interreg, North Sea Region

7.2.1 Surflogh

The Surflogh project bid, which aiming at improving the role of logistic hubs in the network of urban logistics in the North Sea Region, was unsuccessful from the Interreg North Sea Region programme in October 2016. SEStran is awaiting feedback from the Steering Board assessment.

7.3 Horizon 2020

7.3.1 E-MOTIVE

In partnership with Leeds University, Institute for Transport Studies and CENIT in Spain, SEStran is currently pursuing a bid to Horizon 2020. The consortium for this project now includes 8 academic/research institutes, 5 cities/regions and approximately 10 demonstration projects in total. SEStran's role in this project will focus on Young People, developing SEStran's existing relationship with Young Scot as a demonstration project. The deadline for submission of this project is February 2017.

7.3.2 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. Discussion is on-going.

7.3.3 SHAREME 2

Following the rejection of the Shareme project in April 2016 from a Horizon 2020 call, SEStran has been approached by the lead partner Bocconi University in Italy to contribute towards a Shareme 2 project to the Horizon 2020 topic: "Increasing the take up and scale-up of innovative solutions to achieve sustainable mobility in urban areas". The deadline for the first stage is 26th January 2017. SEStran are awaiting further information from the lead partner.

8. RECOMMENDATIONS

8.1 That members note the contents of this report.

Catriona Macdonald

Projects Officer

27th October 2016

Appendix 1 – Projects Budget Expenditure

PROJECTS BUDGET 2016/17

EXPENDITURE

Centre Description	Current Year Budget	Actuals at 11/10/16
ONE TICKET	0	28,662
R15 PARK & CHOOSE STH TAY BRIDGE	20,000	620
R17 SUSTAINABLE TRAVEL AWARENESS	130,000	-4,890
URBAN CYCLE NETWORKS	120,000	3,438
RTPI - REVENUE CONTRIBUTION	344,000	141,387
R34 PROJECT MANAGEMENT COSTS	0	8,016
R37 RTS MONITORING	5,000	0
R41 SPECIALIST RAIL BUS ADVICE	15,000	20,789
R42 REGIONAL DEV PLAN INPUT	20,000	0
EU SOCIAL CAR	47,000	10,176
EQUALITIES FORUM ACTIONS	10,000	4,800
EU CHUMS	23,000	9,994
BIF 2	0	12
BIF 3	0	68
RAIL STATIONS DEVELOPMENT	215,000	1,188
SHARE - NORTH	40,000	7,876
REGIO - MOB	80,000	15,153
TOTAL	1,069,000.00	247,289.67

INCOME

Centre Description	Current Year Budget	TOTAL
ONE TICKET	-13,000	-28,637
R15 PARK & CHOOSE STH TAY BRIDGE	0	-10,000
URBAN CYCLE NETWORKS	-100,000	-1,780
RTPI - REVENUE CONTRIBUTION	-173,000	-179,881
REVENUE PROJECTS GRANT	-431,000	-256,014
R41 SPECIALIST RAIL BUS ADVICE	0	-8,270
EU SOCIAL CAR	-47,000	-47,860
EU CHUMS	-17,000	0
BIF 3	0	-1
RAIL STATIONS DEVELOPMENT	-200,000	0
SHARE - NORTH	-20,000	0
REGIO - MOB	-68,000	0
TOTAL	-1,069,000.00	-532,444.14

NET EXPENDITURE (INCOME)

0

-285,154.47

SEStran Equality Outcomes 2017 – 2021

1. BACKGROUND

- 1.1** The paper outlines the requirement for SEStran as a listed public body under the Equality Act 2010 and the Equality Act 2012 (Scotland) Specific Duties Regulations to publish a set of Equality Outcomes covering the period April 2017 – March 2021 which it considers will enable it to better perform the equality duty.
- 1.2** The general equality duty requires public authorities, in the exercise of their functions, to have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010.
 - Advance equality of opportunity between people who share a relevant protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
- 1.3** The Act also outlines that a person who is not a public authority but who exercises public functions must, in the exercise of those functions, have due regard to the matters mentioned above. Further, they should have due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not, in particular the need to:
- Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic.
 - Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
 - Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- 1.4** The Act also states as part of the duty that in exercising its functions the authority should have regard to the steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled including steps to take account of disabled persons' disabilities. Furthermore, having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular to the need to tackle prejudice and promote understanding. The Equality Act highlights that compliance with the Public Sector Equality Duty may involve treating some persons more favourably than others, but that does not permit conduct otherwise prohibited under the Act.

1.5 The relevant protected characteristics are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

2. PURPOSE

2.1 The purpose of the 2017-2021 SEStran Equality Outcomes report is to identify details of actions being progressed, to assist SEStran in performing the public sector equality duty under the Equality Act 2010, specifically the 2012 specific duties regulations.

The 2012 Specific Duties Regulations require:

- each listed authority to publish a set of equality outcomes which it considers will enable the authority to better perform the general equality duty. It must publish a fresh set of equality outcomes within four years of publishing its previous set.
- In preparing this set of equality outcomes, the authority must take reasonable steps to involve people who share a relevant protected characteristic and any person which appears to the authority to represent the interests of those people.
- The authority must also consider relevant evidence relating to people who share a relevant protected characteristic.
- If an authority's set of outcomes does not seek to further the needs of the general equality duty in relation to every relevant protected characteristic, it must publish its reasons for proceeding in this way.
- An authority must publish a report on the progress made to achieve its' equality outcomes every two years.

2.2 The Equality and Human Rights Commission (EHRC) has published guidance on Equality Outcomes¹ in June 2016 specifically aimed at Scottish public authorities. The guidance is clear that an equality outcome is a result which an authority aims to achieve in order to further one or more of the needs mentioned in the general equality duty. In other words, an equality outcome should further one or more of the following needs: eliminate discrimination, advance equality of opportunity and foster good relations. An example is in appendix 1.

2.3 The final outcomes report will detail relevant policies, projects and processes, including employee information disaggregated by equality characteristics and a gender pay gap calculation. The report will also outline a set of equality outcomes SEStran will seek to achieve across the next 4 years and beyond in a proportionate manner relevant to the public functions it exercises.

2.4 The 2012 regulations also outline that if a set of equality outcomes published by a listed public authority does not seek to further the needs of the equality duty, in relation to every relevant protected characteristic, the authority must publish its reasons for proceeding in this way.

3. OUTCOMES 2013 – 2017

¹ https://www.equalityhumanrights.com/sites/default/files/2_equality_outcomes_-_formatted.pdf

- 3.1** SEStran published our first set of Equality Outcomes² in March 2013 and a Mainstreaming Report³ on progress was published in March 2015. The EHRC guidance outlines a need to review progress against and continuing relevance of the public bodies previous set of outcomes before setting a new set of outcomes.
- 3.2** The 2013-2017 outcomes focused on policy related and employer related outcomes. SEStran had more outcomes than the Scottish Government despite having a much narrower function, and a clear result of this review should be to focus on clearer outcomes, rather than actions/outputs. SEStran currently has 28 proposed outcomes for better performance of the Equality Duty whereas the Scottish Government proposed 7 in their 2013-2017 report.
- 3.3** For context, a number of the outcomes are based on the existing Regional Transport Strategy, developed in 2006/07 when SEStran had a considerable capital budget. In the course of subsequent years, this funding was removed from SEStran's control, reducing the capability of SEStran to directly influence delivery of many of the outcomes.
- 3.4** Moving forward, a number of the policy or employer related outcomes could be continued as part of a wider outcome, a number of outcomes need to be consolidated and it could be argued a number of outcomes should not be continued in their present form. Appendix 2 provides an update on the progress with the outcomes specified for 2013-2017. The 2017-2021 outcomes will need to focus on the current functions, resources and capabilities of SEStran.
- 3.5** The EHRC guidance is clear that we need to set proportionate and relevant equality outcomes taking account of the organisation's function and resources, which seek to better perform the general equality duty. The outcomes we all co-produce need to further: the elimination of discrimination, advance equality of opportunity or foster good relations. The results of the outcomes should achieve identifiable improvements. The guidance also says we should aim to produce the Business Plan in tandem, so there will be a need to mainstream this work into the 2017-18 Plan.
- 3.6** SEStran has a very specific remit to produce a Regional Transport Strategy, alongside our duties as an employer, which would appear to SEStran officers to provide a very clear and defined scope for developing equality outcomes. Therefore, it is proposed that SEStran should seek to develop an outcome around each of the following 3 strategic issues:
- An equitable, Diverse and Representative Organisation
 - Transport Policy Integration – Equality and Diversity Matters
 - Safe, Accessible and Equitable Regional Transport Network
- 3.7** SEStran officers recognise that the three areas of focus above do not cover all that we could do on equality, but they focus on our main functions and

² http://www.sestran.gov.uk/uploads/Draft_Equalities_outcome_report_update.pdf

³ http://www.sestran.gov.uk/uploads/A10_appx_1_SEStran_Mainstreaming_Feb2013.pdf

duties. We recognise that there are important issues in terms of equality, but these are within the duties of other public bodies.

- 3.8 The three areas of activity are suggested as the areas of focus for activity over the next 4 years as they represent have been raised by stakeholders as key issues, have areas of policy and practice which can be addressed through our functions and these are supported by the available evidence.
- 3.9 However, it is also proposed that there is a need to revise the format for presentation of the Equality Outcomes and a suggested format is included in appendix 3, broadly based on the Scottish Government's current format for their Equality Outcomes 2013-2017.

4. DUTY TO REPORT

- 4.1 SEStran will publish a new set of equality outcomes, a progress report on previous equality outcomes and a progress report on mainstreaming the equality duty in April 2017.

5. EVIDENCE BASE

- 5.1 The Scottish Government launched an Equality Evidence⁴ web resource in June 2012, which provides a wealth of data and other evidence with accompanying commentary, background papers, and links to further information. This will be a valuable source of data for formulating SEStran's next set of outcomes but also identifies gaps in data which we need to address over the next 4 years. There is a specific section on transport and travel⁵.
- 5.2 The EHRC guidance talks about a reasonable level of data and analysis and outlines 5 main criteria for Outcomes: scale, severity, concern, impact and remit. The guidance highlights that any outcomes emerging from evidence, should focus on addressing the most significant inequalities from evidence of data and involvement of stakeholders. From which public bodies should set outcomes which will have the most impact and focus efforts on what proportionately we can be best in terms of SEStran's function.
- 5.3 The identified equality outcomes need to be as far as possible specific and measureable, albeit they don't need to be hard/tangible outcomes in terms of measurement e.g. emissions reduced. An example the guidance does highlight is around non-tangible outcomes e.g. women feeling confident about using public transport after dark. The guidance is also clear in terms of seeking to counsel public authorities to avoid vague outcomes, for example have a more diverse workforce.
- 5.4 Therefore, whilst the Scottish Government evidence base has a wide range of data, we must retain a clear focus on the function of SEStran and therefore

⁴ <http://www.gov.scot/Topics/People/Equality/Equalities>

⁵ <http://www.gov.scot/Topics/People/Equality/Equalities/TransportTravel>

limit discussion to what SEStran's functions can achieve in terms of the performance of the public sector equality duty.

6. GUIDANCE – PARTICIPATION

- 6.1** One of the first suggestions from the guidance is the need to involve staff with the process. SEStran employees met in September to discuss the process of reviewing the set of outcomes ahead of presentation of this report to the Equalities Forum.
- 6.2** One of the suggestions emerging from that meeting was the need to formulate a project plan and participation statement to better enable the involvement of individuals and groups representing those with protected characteristics under the Equality Act to know how and when they can engage in shaping SEStran's Equality Outcomes and alongside this, the SEStran Business Plan for 2017/18.
- 6.3** SEStran will be engaging with our Equality Forum on the 24th October to discuss the proposals for setting a new set of outcomes to cover 2017 – 2021 and will be seeking December 2016 Board approval for a 4 -6 week consultation on the draft set of Outcomes.

7. CONCLUSION

- 7.1** Officers are asked to note the contents of the report and comment on the proposals for SEStran's review of its 2013 – 2017 outcomes and proposals for setting a new set of outcomes to cover 2017 – 2021.

Angela Chambers
Business Manager
27th October 2016

Emily Whitters
Business Support Officer

Appendix 1 – EHRC Equalities Outcomes Guidance Example

Appendix 2 – Progress with 2013 – 2017 Outcomes

Appendix 3 – Proposed new format

Appendix 4 – Equality Outcomes and the Public Sector Equality Duty Participation Statement

Equalities & Human Rights Commission – Equalities Outcomes Guidance

Example 1

A council has a corporate objective to improve the road network and influence improvements in public transport, and has allocated significant resources to carry out a programme of work over the next four years to achieve this. It decides to set an equality outcome which will form part of the local transport strategy and also contribute towards the work of the regional transport partnership.

Inequality problem: When considering relevant evidence across its planning and development function and input from its involvement activities, the council found that: A lack of regular, accessible and direct transport disproportionately prevents disabled people and older men and women from being able to participate in all aspects of life – employment, health, shopping, local activities, etc.

- Disabled people are more likely to use and rely on a bus service than non-disabled people, and are more likely to use a bus service than a train service.
- Adults with impairments were significantly more likely than adults without impairments to experience difficulties getting in and out of local buses and trains. Some of the difficulties include a lack of seating at bus stops and bus drivers not lowering the bus to enable entry and exit of the bus.
- There are gender differences in travel and transport needs: women tend to rely on public transport more than men, especially low-income women; and women are more likely to make complex journeys, often travelling to childcare, school, work and shops.
- Public transport and lack of childcare facilities and shops near employment locations impacts on women's ability to participate in the labour market.
- Women and older people feel more vulnerable than average using public transport and being out alone after dark, especially in the inner city and social housing estates.

Equality outcome: Women, older people, and disabled people have access to people, goods and services in their local area through safe and sustainable transport.

General Equality Duty: Advance equality of opportunity

Outputs:

- Lighting upgraded at all bus stops and in high crime areas
- Twenty bus shelters fitted with additional seating along one key route
- Twenty-five bus stops upgraded to shelters following requests from residents
- New road layout and bus network in town centre designed (based on balancing the needs of all community members) and implemented
- New timetable for two key bus routes successfully negotiated with partners
- Equality groups and communities attending regular passenger panel meetings to review the implementation of transport schemes

Activity:

- Plan and implement new transport schemes for the council area to improve: accessibility; traffic and demand management; and safety
- Consult and involve equality groups and communities to identify their needs and barriers
- Assess the impact of the schemes on equality at the start of the process, and continue to review and update the assessment throughout its implementation to avoid negative impacts
- Consider evidence from across the council and partner organisations to make appropriate links to other corporate objectives. For example, to support the local economy, improve employability, increase healthy living and advance equality of opportunity.

PROGRESS WITH 2013-2017 OUTCOMES

Proposed Outcome	Action	2013 – 2017 Progress
To provide a forum for consultation on SEStran policy	Provide an Equalities Forum	The SEStran Equalities Forum has been running successfully since 2009.
An equality audit procedure for proposed initiatives and projects	Develop and implement a procedure.	This outcome has not been taken forward.
A monitoring process that specifically identifies equality issues.	Identify equality issues and relative monitoring requirements.	Equalities monitoring has been reported in the annual report which is presented to the SEStran Board.
Monitor and report progress on equality issues	Include a report on progress in our Annual Report	As above, progress has been reported in our annual report.
All documents produced by SEStran to be accessible to all aspects of the community	Provide a translation/Braille facility for any published documents as necessary. Provide large text/speech facilities for documents on the web site.	These are available on request.

Improved accessibility for those dependent on public transport	RTS Policy 3 – Encouragement will be given to the improvement of all aspects of bus services (services, vehicle quality, fares, infrastructure, bus rapid transit, and integration) as a means of reducing congestion and enhancing accessibility.	SEStran have consulted on accessibility issues such as accessibility at Waverley and Haymarket stations and lobbied on behalf of the Equalities forum. Development of RTPI.
Improved public transport affordability	RTS Policy 6 – SEStran will support intervention or seek to intervene where affordability is recognised by the Partnership as a barrier to the use of public transport.	Following a change to RTP funding this no longer became a deliverable outcome.
Improved public transport accessibility for deprived and rural communities	RTS Policy 18 – SEStran will seek to ensure that communities with poor access to employment by PT and low car ownership / high deprivation will be the subject of targeted measures to address this.	Following a change to RTP funding this no longer became a deliverable outcome.
Improved accessibility for those with no access to a car	RTS Policy 19 – Where improvements in accessibility are found to be require, the RTS will seek, in the first instance, to deliver these by enhancing conditions for pedestrians, cyclists and public transport users	Following a change to RTP funding this no longer became a deliverable outcome.

<p>Equal opportunities audit of all interventions</p>	<p>RTS Policy 25 – All interventions will be subject to an equal opportunities audit to ensure that they promote equal opportunities in accordance with the law.</p>	<p>Following a change to RTP funding this no longer became a deliverable outcome.</p>
<p>Improved access to PT for those with mobility problems.</p>	<p>RTS Policy 26 – SEStran will seek to ensure that people who have difficulties in using conventional public transport due to disability will be the subject of targeted measures to address this.</p>	<p>SEStran developed the Thistle Card to assist elderly and disabled people in using public transport. This has been very successful.</p>
<p>Improved access to health facilities by PT.</p>	<p>RTS Policy 27 – SEStran and its constituent authorities will work in partnership with Health Boards and the Scottish Ambulance Service to improve access to health services and to reduce congestion caused by travel to these services.</p>	<p>Facilitated the Access to Healthcare forum.</p>
<p>Facilitation of independent travel by children.</p>	<p>RTS Policy 34 - There will be a presumption in favour of schemes that lead to greater physical activity, and that facilitate independent travel especially by children.</p>	<p>Following a change to RTP funding this no longer became a deliverable outcome.</p>
<p>Enhanced security particularly for women who are discouraged from using public transport by personal security concerns.</p>	<p>RTS Policy 35 – There will be a presumption in favour of schemes that enhance personal security, especially for</p>	<p>Provided funding for lighting on cycle paths to increase safety.</p>

	pedestrians, cyclists, and public transport users.	
Quality audit of all interventions to ensure needs of all aspects of the community are addressed.	RTS Policy 40 – All projects and interventions will be subject to a quality audit to ensure they maximise opportunities to meet all RTS objectives.	This outcome was not developed.
Ensure equalities issues are considered in project justification/ prioritisation	Include equalities section in project prioritisation/justification pro forma.	Following a change to RTP funding this no longer became a deliverable outcome. If SEStran had the funding to initiate our own projects we would ensure that equalities issues were embedded in project justification.
Ensure equalities progress is reported to the board annually	Included in annual progress report on equalities	Equalities Progress is reported annually through the RTS Monitoring report.
Ensure equalities issues are integral to our future planning	Include section on equalities in the annual business plan	Equalities issues have been included in the annual business plan.
SEStran's communications encourage equalities	Audit SEStran publications to ensure equal access by all	SEStran communications are openly available for all, in a range of formats and languages.
Promote access to SEStran for all sectors of the community	Participate in events designed to promote equal opportunities	Officers have participated at various events such as Edinburgh Mela, SATA events.
Ensure that in SEStran communications to all aspects of society are treated equally	Audit SEStran publications to ensure that the image portrayed gives equal emphasis to men and women, includes	New website is in development and will be audited to ensure that a diverse range of media is presented.

	images of ethnic minorities and includes images of people with disabilities	
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PROPOSED NEW FORMAT

Equality Outcome -	X% of employees will....
Activity/Plans	
Measuring Progress	Employee data
Public Sector Equality Duty	Eliminate discrimination and/or Advance Equality of Opportunity and/or Foster good relations
Protected Characteristics	Age Disability Gender Reassignment Race Religion or Belief Sex Sexual Orientation

Equality Outcomes and the Public Sector Equality Duty: Participation Statement

Introduction

Under the Equality Act 2010 and the Equality Act 2012 (Scotland) Specific Duties, SEStran has a duty to publish a set of Equalities Outcomes covering the period April 2017- March 2021, which it considers will enable it to better perform the equality duty.

The General Equality Duty

The general equality duty requires public authorities, in the exercise of their functions, to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
- Advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The Equality Act 2012 (Scotland) Specific Duties

The specific duties are designed to help public authorities in their performance of the general duty:

- To publish a set of equalities outcomes which it considers will enable the authority to better perform the equality duty. It must publish a fresh set of equality outcomes within four years of publishing its previous set.
- In preparing this set of equalities outcomes, the authority must take reasonable steps to involve people who share a relevant protected characteristic and any person which appears to the authority to represent the interests of those people.
- The authority must consider relevant evidence relating to people who share a relevant characteristic.
- If an authority's set of outcomes does not seek to further the needs of the general equality duty in relation to every relevant protected characteristic, it must publish its reasons for proceeding in this way.
- An authority must publish a report on the progress made to achieve its equality outcomes every two years.

Participation Commitment

SEStran are committed to engaging with individuals and groups with protected characteristics to enable us to develop a set of Equalities Outcomes which are fit for purpose and further the elimination of discrimination, advance equality of opportunity or foster good relations. To achieve this we will undertake the following:

October 2016 – SEStran Equalities Forum

Invite current members, and also extend invites to a wider range of persons or groups with protected characteristics to:

- Participate in reviewing the current set of equalities outcomes in terms of progress and relevance and recommend which outcomes should be continued to March 2017.
- Provide input into drafting a new set of outcomes for the period April 2017 – March 2021.
- Provide opportunity for those invited but unable to attend the Forum to put their views forward.

December 2016 – SEStran Partnership Board

Seek approval from the SEStran Partnership Board to engage in a 4-6 week consultation on the draft set of new equalities outcomes.

December 2016 – Mid-January 2017 – Equalities Outcomes Consultation

We will undertake a consultation exercise which will be sent to all equalities groups within the SEStran region. We will also ask our 8 partner authorities to promote the initiative within their council areas. We may host or attend an event as part of the exercise, if appropriate.

January – Early February 2017 – Consideration of Consultation Responses

We will consider the consultation responses and draft a set of outcomes based on the findings.

Early – Mid-February 2017 – Equalities Forum

Publish the Consultation Report and air actions to seek to address comments.

March 2017 – SEStran Partnership Board

Seek approval from the SEStran Partnership Board to implement the set of Equalities Outcomes for the period April 2017 – March 2021.

March 2017 – Publication

Publish the Equalities Outcomes for 2017-2021.

Further information

Further information can be obtained by contacting:

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Links

Link to Equality and Human Rights Guidance

https://www.equalityhumanrights.com/sites/default/files/2._equality_outcomes_-_formatted.pdf

Link to SEStran Equalities Outcomes 2015

[http://www.sestran.gov.uk/uploads/draft_equalities_outcome_report_update_ac_jan_2015_a8_appendix_4_\(2\).doc](http://www.sestran.gov.uk/uploads/draft_equalities_outcome_report_update_ac_jan_2015_a8_appendix_4_(2).doc)

Link to SEStran Website and papers

www.sestran.gov.uk