



Chief Officer Liaison Group Meeting

12:30pm, Wednesday 6th November 2019, City Chambers, Edinburgh

Present:

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| Iain Shaw (IS) | City of Edinburgh Council |
| Lesley Deans (LD) | Clackmannanshire |
| Morag Haddow (MD) | East Lothian |
| Ken Gourlay (KG) | Fife |
| Jim Grieve (JG) (Chair) | SEStran |
| Hannah Markley (HM) (Minute taker) | SEStran |
| Jim Stewart (JS) | SEStran |
| Julie Vinders (JV) | SEStran |
| Graeme Malcolm (GM) | West Lothian |

Apologies:

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| Peter Forsyth | East Lothian |
| Douglas Proudfoot | East Lothian |
| Kevin Collins | Falkirk |
| Graeme Johnstone | Scottish Borders |

| Ref. | | Actions |
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| 1. | Welcome and Apologies for Absence | |
| | The Chair welcomed the Officers to the meeting and apologies were noted as above. | |
| 2. | Minutes | |
| | Chief Officers Liaison Group (6th November 2019) Agreed as a correct record | |
| 3. | Financial Reports | |
| | IS gave a brief update about SEStran's budget proposals. A budget planning report will be presented to the next Partnership board, this will include a 3-year plan. Core revenue budget – next year there is a change in employee costs. | |

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| | Ian will circulate round the draft to chief officers. | IS |
| 4. | Projects Update | |
| | <p>JV presented a brief breakdown of some of SEStran's project outputs.</p> <ul style="list-style-type: none"> <p><i>GO e-Bike</i></p> <p>The first four GO e-Bike hubs were launched in St Andrews, Buckhaven, West Lothian and Falkirk. SEStran has secured funding from the Low Carbon Travel and Transport (LCTT) fund to expand the GO e-Bike scheme through 6 further hubs.</p> <p><i>Regional Cycle Network Grant Scheme</i></p> <p>The partnership continues between Sustrans Scotland and SEStran to deliver improvements to the cross-boundary utility routes.</p> <p>SEStran Strategic Cycle Network Review is underway and is due to be completed for project commencement in November 2019. MG asked if there was an opportunity for a strategic bus network review since it would be a good opportunity through the STPR2 process.</p> <p><i>Regional Active Travel Development Fund – Transport Scotland</i></p> <p>An online consultation for the Kirkcaldy to Buckhaven cross-boundary active travel route was closed on Friday 8th November 2019.</p> <p><i>Sustainable and Active Travel Grant Scheme</i></p> <p>Queen Margaret University have received funding to update their Travel Plan. SEStran is expecting a final report in due course. LD also mentioned she will contact KF about the ReCYCLEd Signs.</p> <p><i>Real Time Passenger Information (RTPI)</i></p> <p>The new Content Management System tender process has been completed by City of Edinburgh. SEStran will be working with the contractor with a completion date of March 2020.</p> <p><i>Hate Crime Charter</i></p> <p>SEStran is involved in a working group with Transport Scotland, Police Scotland and Disability Equality Scotland, to develop a regional Hate Crime Charter for public transport. The Hate Crime Charter is currently being piloted.</p> <p><i>Thistle Assistance Programme</i></p> <p>5 App developers presented their first phase findings on Friday 8th November. These findings were evaluated to determine if any have the potential to move to a Phase 2 public pilot.</p> <p>SEStran has been working in partnership with Inclusion Scotland to provide an Internship to work on the Thistle Assistance programme for 20 weeks.</p> | LD |

- *SHARE-North*

SEStran looking to introduce Mobility Hubs with support from the European partners. A proposal was submitted to develop a Mobility Hub Strategy as part of the £10.3m LEZ support funding made available by Transport Scotland.

- *REGIO-Mob*

This project is coming to an end in March 2020. The results of the project were presented in Kozani at the last conference in October 2019.

A final projects report will be completed about the health benefits linked with GO e-Bike and the impact on health and well-being.

- *SURFLOGH*

SEStran have been working alongside Edinburgh Napier University Transport Institute (TRI), developing business models for urban freight hubs. The first stage of research has been completed.

- *BLING*

SEStran and the Design Informatics team at the University of Edinburgh are working closely together to create a blockchain application in transport environment and helping the University for research and developing a pilot.

- *PriMaaS*

SEStran have set up a Regional Stakeholder Group in January 2020, which will involve various MaaS stakeholders looking at mobility in the SEStran region. JV noted the Chief Officer members within councils are all welcome to come along. These meetings will look to integrate into SEStran forums in the future.

- *Electric Vehicle Strategy*

Chief Officer members identified that it would be useful to look at a practical guidance rather than a strategic guidance, but this is still to be reviewed.

LD mentioned that she is speaking to Transport Scotland about this (Graeme Campbell) and it might be worth-while speaking to them. KG also noted that it would be a good idea for a Local Authority to lead on an EV Strategy and the Scottish Government need to take more of a lead. LD highlighted that the price between an electric and petrol car is huge. LD also stated that charging infrastructure for on-street parking is a problem in the Clackmannanshire area. LD and MD will look at their electric vehicle strategy and cross reference.

Lastly, JV highlighted that all forum dates have been completed this year and a report will be put to the board to agree on 2020 meeting dates.

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| 5. | Low Emissions Zones | |
| | <p>JV presented an update on the Low Emission Zones (LEZ). Transport Scotland attended the previous Regional LEZ meeting which discussed exemptions on LEZ, penalty charges and the national communication strategy which will go out for consultation at end of year.</p> <p>GM asked if there is an intention for national charges. JV stated there will be incremental charges. LD then asked if Transport Scotland have provided funding during operation hours for public transport as part of the LEZ and how would people access work without any public transport operating when the penalty charges are present.</p> <p>JV mentioned that various grants and loans are available through Transport Scotland and through https://www.lowemissionzones.scot/. Over £10 million has been made available to local authorities and RTPs in 2018/2019 for additional measures to support the introduction of low emission zones.</p> <p>SEStran submitted four bids to the £10 million fund; for ticketing machines in the borders, mobility hub strategy, update park and ride strategy and the demand responsive transport strategy.</p> <p>JV will send round consultation issues before the next regional LEZ meeting in December 2019. JV also highlighted that specific elements of the consultation will be addressed during this meeting.</p> | |
| 6. | Regional Working Groups | |
| | <p>JS indicated that this item was to update officers on the two RTWG that relate to the SEStran area. The Edinburgh and South East Scotland Regional Transport Working Group (RTWG) is chaired by SEStran and a workshop to discuss Key Topics/Themes Emerging and TPO's had been held that morning with officers from the RTWG authorities. Further workshops will take place in the next few weeks. A similar approach is taking place with the RTWG Forth Valley Region Transport Working Group. Although they held their workshop to discuss Strategic Transport Projects Review Options in Stirling already and discussed and reached the draft Transport Planning Objectives (TPOs)</p> | |
| 7. | Tripshare | |
| | <p>JS stated the Tripshare contract is in place for next 12 months (30/09/2020). The main area that SEStran are interested in is with stats from a regional level.</p> <p>Liftshare will be going out to local authorities. JS keen to know local authority active travel staff so we know the benefit at a regional level. JS will send a short survey note about some feedback. The first email to Chief Officers will be about who the contact is (active travel staff/ main</p> | JS |

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| | <p>leads) and what they've been doing in the past 12 months. MD mentioned Enterprise have been contacting Liftshare.</p> <p>JS advised of the Car sharing scheme that was available through the Tripshare contract; Trip verification - verification of a trip for a car share pass for a designated car park space. JS stated that trip verification is available for other local authorities who are interested.</p> | |
| 8. | Consultation Responses | |
| | <p>JS gave some background about the National Transport Strategy (NTS). The vision is underpinned by four priorities;</p> <ul style="list-style-type: none"> • Promotes equality • Takes climate action • Helps our economy prosper • Improves our health and wellbeing <p>Consultation period is now complete. SEStran put a proposal to the board which identified 2 key issues; governance and investment hierarchy and sustainable transport hierarchy. The governance section was amended and approved by the board. JS will send this out to chief officers.</p> <p>The next steps include; delivery plan, key areas to increase accountability, strengthening evidence, managing = demand for the strategy and identify a strategy delivery board.</p> | JS |
| 11. | AOCB | |
| | None | |
| 12. | Date of Next Meeting | |
| | The date of the next meeting is tbc. | |