DRAFT ANNUAL REPORT 2019/20

1. INTRODUCTION

1.1 The purpose of this report is to update the Committee on the development of the annual report for 2019/20, and to present a draft copy of the proposed text which will form the basis of SEStran's Annual Report 2019/20.

2. ANNUAL REPORT

2.1 The annual report provides an overview of SEStran's project portfolio; it highlights the contributions that SEStran has made to the region over the last year, in line with the agreed objectives of the Regional Transport Strategy (RTS) and SEStran's annual Business Plan.

2.2 The Annual Report will be reported to the Partnership Board for approval, prior to publication. The timescale for publication of the Annual Report this year will be determined the Partnership Board's sign off of the external audited accounts. This year, due to Covid-19, auditors are working to an extended deadline of 30 November 2020 for finalising audited accounts and this will require some revision to the meeting schedule for this Committee and the Partnership Board.

2.3 The Annual Report will be published online. It can be made available in alternative formats on request.

3. RECOMMENDATION

3.1 The Committee is asked to comment on the contents of the draft Annual Report 2019/20 and to note it will be presented to the Partnership Board for approval prior to publication.

Anna Herriman
Senior Partnership Manager
11th September 2019

Appendix 1 – Draft Annual Report 2019/20

Policy Implications	None.
Financial Implications	Design costs can be met from within existing budget.
Equalities Implications	Details of SEStran's Equality Mainstreaming work are contained within the Annual Report.
Climate Change Implications	The Annual Report highlights our Climate Change reporting publications and work on reducing the environmental impact of transport in the South East of Scotland.

2019-20 Annual Report

Contents

(Note page numbers to be confirmed pending final publication formatting)

Our impact –2019/20 highlights

April 2019 - BLING GeoPact pilot

August 2019 - Levenmouth/Newburgh Rail

August 2019 - LRDF Freight Study

November 2019 - SURFLOGH Conference host

December 2019 - Thistle Assistance rebrand and national rollout

April 2020 - LEZ Grant Fund studies

April 2020 - SEStran Strategic Network Review

April 2020 - Main Issues Report

Foreword

Cllr Gordon Edgar, Partnership Chair

August 2020

As Chair of SEStran, I am immensely proud to present the annual report for 2019/20.

Throughout the year, SEStran pro-actively developed strategies and studies, and supported projects that make a real difference in the region. Our new highlights section this year showcases some of our many achievements.

Our role providing strategic direction

As a Regional Transport Partnership, SEStran provides strategic direction. We work to achieve common purpose across our eight local authority partners; we have a statutory duty to prepare a Regional Transport Strategy (RTS) and keep it up to date. The RTS provides the coordinating platform for the development of local transport plans. It helps shape a wide range of policies for regional and local land use, and economic development plans. It fosters a consistent approach across our eight statutory partners.

The challenges we now face as a region with a rapidly growing population, and those we all face as a society from more extreme weather events and climate change, make it imperative that the RTS sets out the best strategic direction possible. For this reason, last year we embarked on a study of partner issues, regional data and trends to produce a Main Issues Report. This is a precursor to the development of a new Regional Transport Strategy which will set out an ambitious course for transforming transport and mobility across the region.

Leading by example

Last year SEStran continued to be actively involved in demonstrating how innovative changes in strategic transport, personal mobility and logistics will work in the south east of Scotland.

Many of the projects we supported help to tackle the most challenging issues that we face today, and we have continued to collaborate on some of the most innovative EU and Scottish projects in order to bring the best of new approaches to our partners and region. The following are a mere flavour of the work of the past year, I hope you will enjoy reading more within the report itself.

In **active travel,** the SEStran Strategic Network study has delivered a bold and visionary proposal for a regional active travel network, with funding from Sustrans Scotland. As demand rises for longer distance active travel commuting and leisure, this is a vital resource for partners at all levels.

GO e-bike successfully expanded its coverage in the region with hubs at 9 locations across the region, providing e-bikes in some of the most disadvantaged communities and providing companies with the opportunity for staff to trial e-bikes for up to six weeks. Our partnership with Cycling Scotland to support Bikeability Scotland delivery, benefitted primary schools in all corners of the region.

In developments around **sustainable logistics,** the successful Surflogh cargo-bike delivery project demonstrated how the approach is commercially viable and ready to be rolled out in new areas.

Our BLING project, in partnership with the University of Edinburgh, began testing the way blockchain technology can help facilitate efficient freight consolidation, and we were delighted to receive funding notice from Transport Scotland for a major Forth Freight Study in partnership with Forth Ports Plc.

To **promote transport equality,** a rebrand of Thistle Assistance and marketing campaign led to over 10,000 new cards being issued across Scotland (SEStran leads this nationally). Furthermore, an innovative development project funded by Scottish Enterprise has allowed local companies to prove a concept for a Scotland wide Thistle Assistance App with adaptations for a wide range of user needs.

In **tackling climate change,** SEStran set up a regional grouping of partners, delivered three strategic studies and invested in improving Real Time Passenger Information, all to help prepare for the introduction of a Low Emission Zone in Edinburgh.

Of course, behind these highlights, the dedicated SEStran team continues to actively work with partners and stakeholders, hosting formal partnership meetings and forums, contributing, reaching out to a wide range of stakeholders, and actively demonstrating the benefits of a regional focus for transport.

Finally, I am particularly proud, as I write this, that SEStran's achievements in 2019/20 remain highly relevant, necessary and positive contributions to the south east of Scotland - even as

our worldview is adjusted by the Covid-19 pandemic, which rapidly came into focus towards the end of last year. As an organisation, we remain alert to a changeable context, and responsive to opportunities to help respond, plan and prepare the region for changes ahead.

On behalf of the SEStran team, we look forward to continuing to work with you.

(Insert photo signature and twitter)

About us

SEStran is South East of Scotland Transport Partnership. We are one of seven statutory Regional Transport Partnerships in Scotland established under the Transport (Scotland) Act 2005. SEStran encompasses eight local authorities.

SEStran's Vision

"A regional transport system that provides all citizens of South East Scotland with a genuine choice of transport which fulfils their needs and provides travel opportunities for work and leisure on a sustainable basis."

Insert Transport Image

Target

"By 2022, to reduce the percentage of people commuting to Edinburgh by single occupant car from each local authority area in South East Scotland by 10% compared to a 2001 base. For Edinburgh residents working outwith the City Council area, to reduce their reliance on the single occupant car for commuting by 10% over the same period."

Our Objectives

SEStran participates in a diverse range of transport projects and events on a local, national and international scale. All our work is focused on delivering against our core strategic objective areas:

1. Economy – to ensure transport facilitates economic growth, regional prosperity and vitality in a sustainable manner
2. Accessibility – to improve accessibility for those with limited transport choice (including those with mobility difficulties) or no access to a car, particularly those living in rural areas
3. Environment – to ensure that development is achieved in an environmentally sustainable manner
4. Safety and Health – to promote a healthier and more active SEStran area population
5. Corporate – to continually improve performance to achieve greater efficiency and effectiveness in SEStran service delivery.

We have highlighted the relationship between our work and our strategic objectives with an icon, a number in a circle relating to each of our objectives and the key priorities represented by each of the following icons:

Who we are

SEStran Team

SEStran has a staff of 10, and 1 Cycling Scotland embedded officer, as of April 2020:

- Partnership Director, Jim Grieve
- Senior Partnership Manager, Anna Herriman
- Programmes Manager, Keith Fisken
- Strategy and Projects Officer, Jim Stewart
- Project Officer, Julie Vinders
- Active Travel Officer, Peter Jackson
- Business Manager, Angela Chambers
- Business Support Assistant, Cheryl Fergie
- Business Support Officer, Hannah Markley
- Cycling Scotland Officer, Beth Harley-Jepson
- Marketing Intern, Rhianne Forrest

Local Authority Partners

City of Edinburgh, Clackmannanshire, East Lothian, Falkirk, Fife, Midlothian, Scottish Borders and West Lothian.

(Insert Map of Scotland with SEStran Region.)

Headquarters

SEStran's operational and administrative premises are based in Edinburgh at Victoria Quay.

Partnership Board

The board consists of 20 elected members from the partnership local authorities and nine appointed non-councillor members. The Partnership Board meet quarterly.

Partnership Board – Insert Names and Images as of August 2020

Non-Councillor Members – Insert names

What we do

Formal Partnership Meetings and Forums insert icons

The **Partnership Board** met quarterly over the reporting period apart from in Q4, which was cancelled due to guidelines implemented in response to the Covid-19 pandemic. In addition to dealing with standard business, there was a presentation/discussion item for each meeting. Topics included young people's attitudes to bus travel (Scottish Youth Parliament), rail updates from ScotRail and the national rollout of the Thistle Assistance programme. These generated valuable discussion and have gone on to provide input into our forum groups.

SEStran's quarterly **Performance and Audit Committee** and **Chief Officers' Liaison Group** meetings were held prior to each Partnership Board meeting and helped shape the business of the Board.

The **Succession Planning Committee** meet biennially, and the last meeting took place in November 2019. The Committee approved a revised version of the Board Diversity Succession Plan.

SEStran hosts three forums which are all held twice a year. The aim of these forums is to facilitate policy and technical discussions within a South East of Scotland context and provide a platform for greater stakeholder engagement across the region.

Integrated Mobility Forum: aims to develop a better understanding of the opportunities to improve implementation and understanding of integrated mobility in the region. The primary focus is to facilitate discussions between stakeholders to make progress in reducing the number of single occupancy car journeys, maximise the use of public transport and maximise active travel opportunities.

Logistics and Freight Forum: aims to support economic growth and resilience across the region by developing, promoting and implementing sustainable business and distribution solutions. The forum supports constructive partnership between local authorities, government agencies, business and representative groups. The forum aims to provide a unified, regional voice in working with organisations such as Transport Scotland, Network Rail and ports authorities.

Equalities and Access to Healthcare Forum: aims to deliver our Equality Outcomes and legislative requirement to consult Health Boards and those who represent those with or who share a protected characteristic. The forum covers how equality issues should be considered and "built in" to future transport strategy development.

More information on SEStran's decision-making structures are provided at Governance, below. (Include link /page number)

(source and insert image)

RTS 2 Developing a Main Issues Report *(new section header)*

In June 2019 the Partnership Board agreed an approach for developing a new RTS to go well beyond the existing timeframe of 2025.

In preparation for the development of a new RTS, Jacobs were commissioned to bring forward a Main Issues Report (MIR) for the region, highlighting the key factors that affect or are influenced by transport provision.

Jacobs examined partner input, and reviewed a wide range of data under three themes:

- the rationale and new policy context for a new RTS,
- the characteristics of the SEStran region (its people, society, environment, economy),
- transport issues and challenges that are specific to the SEStran region.

10 'Main' Issues were agreed, out of the 36 evidence-based issues, and will be critical for consideration as part of the development of the new RTS.

These are, in summary:

- *The policy and legislative context for transport decisions has changed;*
- *Coordination between transport agencies is not consistent; there is now a focus on how this can be strengthened at a regional level;*
- *Larger developments haven't often been accompanied by early delivery of the infrastructure needed to support modal shift;*
- *The transport network must be ready to respond to population growth and varying mobility needs across all age groups;*
- *Current action in the region is not delivering a reduction in carbon emissions from transport needed to tackle climate change (and extreme weather impacts are increasingly an issue);*
- *Many people still can't access appropriate, affordable transport;*
- *The relative cost of car use has fallen in recent years compared to that of public transport; this is a difficult fact that doesn't help reduce levels of car use;*
- *Many positive initiatives promoting healthier and more sustainable modes of travel are yet to make a significant difference to net demand for car use. The proportion of journeys in the region undertaken by car/taxi increased in the decade to 2018;*
- *capacity issues for rail affect the potential for more passengers; limited road network capacity impacts on buses;*
- *The future is increasingly uncertain, the new RTS must be able to respond to new issues and opportunities as they emerge.*

The completion of this stage of the development of a new RTS will inform the debate and help shape the future RTS 2.

(Insert Partnership working Image)

The RTS and regional monitoring.

SEStran's current Regional Transport Strategy (RTS), which was refreshed in August 2015 and currently runs until 2025. The RTS vision, objectives and policy framework were established when the RTS was first written, in 2007. In recent years, SEStran has identified a need to review the monitoring framework for the RTS.

The review of monitoring data during the development of the Main Issues Report revealed that there are some issues in the current RTS which have not improved, whilst highlighting a number of new and emerging challenges which need to be addressed at a regional level:

- Traffic growth has continued year on year since 2014,
- Carbon emissions from transport have been rising since 2013,
- Bus patronage is declining across the region (apart from a few areas),

- A lack of appropriate, affordable transport and road network congestion means that the accessibility of a full range of opportunities for education, employment, healthcare and other needs impacts on some of the region's people.

(Insert Kelpies Image)

Low Emission Zones

In November 2019, as part of the Transport Scotland Low Emission Zone (LEZ) Public Transport Provision Fund, SEStran was awarded a total of £249,512. This funded the purchase and reassignment of Electronic Ticketing Machines, the SEStran element of the Edinburgh Bus Tracker Project and the development of three strategic studies:

The P&R Strategic Study is an evidence-based review of current P&R provision in the South East of Scotland. It helps inform future investment priorities for the enhancement of P&R facilities and will feed into the emerging rewrite of the SEStran Regional Transport Strategy. The final report can be viewed here: SEStran Park and Ride Strategic Study – Final Report

The Mobility Hub Strategic Study scopes out the potential role of Mobility Hubs within the regional context of the SEStran area, and provides a framework for their implementation across the South East of Scotland. For the purpose of the study, a Mobility Hub has been identified as "a recognisable and easily accessible place which integrates different transport modes and supplements them with enhanced facilities, services and information aimed at encouraging more sustainable travel, creating a sense of place and improving journeys and travel choices". The final report can be viewed here: SEStran Mobility Hubs Strategic Study – Final Report, SEStran Mobility Hubs Strategic Study_Appendices

The Demand Responsive Transport (DRT) Strategic Study is a strategic review of DRT services in the SEStran area. Various challenges and opportunities for the DRT sector have been identified and the study also developed options to increase the resilience of DRT services and encourage innovation and service development. The study will help inform the emerging RTS. The final report can be viewed here: SEStran Demand Responsive Transport Strategic Study – Final Report

Thistle Assistance Programme *insert icons*

The Thistle Assistance Programme was acknowledged in Transport Scotlands 'Going Further: Scotland's Accessible Travel Framework'[1] for being at the forefront of providing 'good assistance' by recognising and supporting the needs of disabled people and ensuring transport staff understand their needs.

In 2019/20 SEStran undertook further work with transport providers, members of our community with mobility challenges and our Equalities and Access to Healthcare Forum, to better understand the problems and worries faced by many when using public transport with the aim of developing and expanding the Thistle Assistance Programme.

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[1] https://www.transport.gov.scot/publication/going-further-scotland-s-accessible-travel-framework/

SEStran continues working in partnership to encourage the roll-out of Thistle Assistance throughout Scotland by increasing awareness of the programme and providing training tools for transport providers.

In December 2019 we launched the new look Thistle Assistance Programme which includes, new branding, a standalone website[2], a new look card and App and supporting promotional campaign.

The key objectives for the Website and Awareness Campaign are:

- to give easy access to all information about the Thistle Assistance Programme.
- promote the programme benefits
- explain who is eligible
- explain how people can request the card and download the App
- provide information on other ways to get involved in the project

In 2018 SEStran made a successful application to the Scottish Enterprises CanDo Innovation fund for £150,000 to run Phase One of a project to develop a journey planning and wayfinding mobile solution for People with mobility challenges. A competition was run, and five software developers were commissioned to research and produce proof of concepts for a Thistle Assistance Journey Planner, this work was completed in December 2019.

The phase one work identified and described in detail the barriers faced by disabled people when travelling (adding to information in this area). We explored the extent to which these barriers affect disabled peoples' travel plans and modal choices for travelling and looked to develop door to door journey planning solutions that help alleviate these barriers.

Phase one delivered five 'proof of concept' (POC) for a door to door journey planning platform that showed relevant route information in a clear way, provided information about which travel option to use, where to get on and where and when to get off, provided information about what to do if lost and also enabling a carer to monitor where the person is and communicate with them. The development of the project into a finished working prototype will continue in 2020/21 with SEStran looking at securing funding to progress the project.

SEStran continues working with key Transport Providers (ScotRail, Lothian Buses/Trams, Stagecoach, First East Buses) Transport Scotland, Travelline Scotland, CPT Scotland, Bus Users Group and other stakeholders to explore how the new Thistle Assistance approach can be integrated into their existing processes to improve awareness of the issues faced by customers, how to spot them and how to engage and help.

(Insert image and logo)

Real Time Passenger Information (RTPI) *insert icons*

SEStran's RTPI system began in 2010 with the aim to tackle a declining bus patronage and make bus travel more predictable and reliable. SEStran is working with the City of Edinburgh Council to move towards a new Content Management System (CMS) that will improve the public facing regional screen network.

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[2] www.thistleassistance.com

The new CMS will provide an improved interface and back office management system provided by the successful contractor *21ˢᵗ Century*. The new RTPI system will include additional regional bus operator's data delivering greater regional coverage. SEStran also received funding from Transport Scotland to update the hardware for the system.

(Insert RTPI Images)

Tripshare *insert icons*

This year, SEStran has continued to work with local authority partners and Liftshare to encourage sustainable travel through car-sharing in the SEStran region. Particularly where active travel or public transport is not viable, car-sharing offers a sustainable solution for commuters in an attempt to reduce the number of single occupancy cars on the road. During the financial year 2019/20, Tripshare SEStran gained 843 new members, bringing the total membership up to 9490 at the end of March 2020.

(Insert Tripshare logo and car share image)

TravelKnowHow Scotland

insert icons

In 2019/20 SEStran continued to support TravelKnowHow Scotland. TravelKnowHow is an online resource which offers organisations across Scotland easy access to a wide variety of tools to implement workplace Travel Plans and reduce the negative impact of single occupancy car journeys. Supported by Scotland's seven Regional Transport Partnerships and funded by Transport Scotland. TravelKnowHow Scotland supports and contributes directly to the Scottish Government's Low Carbon Scotland ambition for decarbonising transport.

TravelKnowHow Usage figures in 2019/20:

- *57 new registrations during the 2019/20 period (growth of 21% on 2018/19).*
- *Total registrations 329 (as at end of March 2020)*
- *Of the 57 new registrations 37% were from the SEStran Region*
- *Of those registrations: 45% were from the public sector & 55% were from the private sector (27% increase in number of private sector organisations registered since 2018/19)*

(Insert TravelKnowHow logo)

SEStran Strategic Network Review – Cross Boundary Active Travel Routes, connecting people and place

April 2020 saw the completion of the SEStran Strategic Network Review, a framework for coordinated development of cross boundary active travel routes connecting cities, towns, neighbourhoods, settlements and public transport hubs in the SEStran region.

Building on the 2015 SEStran "Strategic Cross Boundary Cycle Development" study, the review focuses on identifying development and improvement opportunities for cross-boundary commuter routes. An optimal network has been identified and prioritised according to predicted current and future journeys made in the region, with the aim of helping shift focus away from delivery of one-off active travel

projects and investments to a shared vision of a comprehensive, region-wide strategic active travel network.

It provides:

- Up-to-date information and audits of existing active travel networks and corridor proposals within the region.
- Information and clear, high quality mapping of potential active travel networks.
- A proposal for investment in active travel infrastructure across the region, presented in phases, to help guide potential future projects and funding bids.

The full report can be accessed here: SEStran Strategic Network Final Publication

This project was funded by the Scottish Government and delivered through Sustrans' Strategic Partnerships programme in partnership with SEStran.

Active Travel Projects 2019/20 insert icons

The Regional Cycle Network Grant Scheme continues the partnership between Sustrans Scotland and SEStran's commitment to delivering improvements to the cross-boundary utility routes. Expanding on a previous application in 2016/17, funding was granted to the Edinburgh BioQuarter partners to progress detailed design on an active travel corridor from Cameron Toll to the BioQuarter. The project was presented to the local community in late 2019 and further design refinements have been made. All designs will be ready to make a full handover to City of Edinburgh Council in summer 2020.

Building on the additional funding secured for the Regional Transport Partnerships from Transport Scotland to facilitate projects promoting sustainable cross boundary travel, SEStran proposed five projects, a detailed design study on active travel provision between Kirkcaldy and Buckhaven; a town centre placemaking design project in Alloa; two feasibility studies in West Lothian, Ecclesmachan to Threemiletown and the missing link between Bangour and the Bathgate Hills Quiet Roads Initiative; and a feasibility and options study between Dalkeith and Little France Park. The town centre design in Alloa was completed in March 2020 with plans to progress to construction. The remaining projects were due for completion in summer 2020.

SEStran made use of an app called TravelVU with a successful bid to the Smarter Choices Smarter Places Open Fund in November 2018. The project captured data and preferred behaviours from a sample of users in Edinburgh in March and April 2019. The results showed a desire for greater access to active travel options alongside many car journeys that could have been on public transport, had the journey times been comparable. The project illustrated the need for holistic thinking for planning around transport, education, health, and leisure though further research is required throughout the region as a whole.

(Insert active travel image)

GO e-Bike insert icons

SEStran launched GO e-Bike in April 2017 with the aim of increasing usage and awareness of power-assisted cycling across the South East of Scotland and beyond. The launch projects continue in St. Andrews, Buckhaven, and West Lothian.

In order to further this aim, SEStran successfully bid for £300,000 from the Round 2 Low Carbon Travel and Transport funding from Transport Scotland, to create active travel hubs across the region.

During 2019, two further hubs were established, one as part of a youth project in the Scottish Borders and the other at Social Bite Village in Edinburgh.

Following site identification, a docked e-bike hire scheme was procured for East Lothian and Midlothian. Once complete, the scheme will support travel between stations and the town centres of Dalkeith and Musselburgh. Ten e-bikes will be available at each of the four docking stations.

From May-October 2019 an employer roadshow ran for a second year, the Go e-Bike pool of ten e-bikes was provided to ten employers at six different sites for periods of 2-6 weeks. The project was managed by SEStran and operated by West Lothian Bike Library CIC (WLBL). There were 130 sign-ups across the sites and around 400 trips were taken.

In addition to the hub development, SEStran was proud to be back sponsoring the, GO e-Bike Family Ride event at the Tweedlove Bike Festival for 2019, the ride was free to join and followed the Tweed Valley Railway Path from Peebles to the festival site with nearly 500 participants involved.

(Insert GO e-Bike logo/ERDF/TS Logos)

Working in Partnership with Cycling Scotland

SEStran's Regional Cycle Training and Development Officer (RCTDO) continued to support Bikeability Local Authority Co-ordinators. The results from the last academic year had shown an increase in schools delivering cycle training and more pupils than ever taking part.

The more flexible Bikeability Scotland strategy was utilised to support new approaches to delivery in several Local Authorities in the SEStran region including West Lothian, Midlothian and Fife. Unfortunately, the early closure of schools in March 2020 as a result of the Covid-19 pandemic meant that the core delivery period for the year was cut short.

Training opportunities were identified and supported in partnership with the Go e-bike project to support the provision of training through the hubs and create more sustainable local delivery. In West Lothian, West Lothian Bike Library was supported with training to enable them to deliver Bikeability Scotland training in schools. This provided them with an income source to support their wider work around cycling in the community. In the Scottish Borders, Tweeddale Youth Action were provided with Cycle Ride Leader training and a four-day Cycle Trainer course. This enabled them to expand their offer to their community and upskill local young people.

(Insert Cycling Scotland logo)

Regional Rail Liaison Meeting *insert icons*

SEStran along with Transport Scotland, Network Rail, ScotRail and other rail operators continued to engage via the quarterly South East Scotland Regional Rail liaison meeting. The meetings centred on the key rail issues within the SEStran region and are an opportunity to share information with key stakeholders to better understand problems, identify challenges and opportunities, and improve the delivery of rail services across the South East of Scotland.

East Coast Mainline Authorities (ECMA) <mark>insert icons</mark>

The Consortium of East Coast Main Line Authorities (ECMA) works to secure investment, improve the passenger experience, improve capacity and reliability and shorten journey times on the East Coast Main Line.

ECMA is a cross-party group of Councils, Combined Authorities and Scottish Regional Transport Partnerships throughout the area served by the East Coast Main Line. Each has a responsibility for enabling economic growth in their own sections of the line – the backbone of the UK economy. The Consortium allows members to speak with a single voice.

The East Coast Main Line is one of the UK's most strategic rail routes. Stretching more than 500 miles, from Inverness and Aberdeen, through key stops at Edinburgh, Newcastle and York to London. A third of the UK population lives within 20 minutes of an East Coast Main Line station and together they deliver 41% of the UK's GDP.

Both SEStran's Chair and Partnership Director continue to represent the Regional Transport Partnerships (Tactran, Nestrans & Hitrans) with an interest in the east coast mainline as ECMA Vice Chair and Officer Group representative, respectively. Over the year 2019/20, based on data from studies funded by the Consortium, the organisation has made a number of approaches to both governments to encourage increased investment in the line.

<mark>*(Insert ECMA logo and rail image)*</mark>

Newburgh Transport Appraisal

In June 2018 SEStran & Fife Council supported a successful bid from the Newburgh Train Station Group for the first phase of funding. £82,000 (exc. VAT) was secured to undertake a multi-model transport appraisal in the Newburgh area with SYSTRA appointed to undertake the work in December 2018. Phase 1 – the Initial Case for Change was completed in March 2020 and submitted to Transport Scotland. Further work will be undertaken in 2020 to develop a detailed case for change and outline business case.

The GO SEStran Forth Freight Strategy

As part of the Programme for Government Transport Scotland launched the Local Rail Development Fund (LRDF), with £2,000,000 made available to fund projects that will enhance Scotland's rail connectivity.   The LRDF aligns with Scottish Government's Rail Enhancement and Capital Investment Strategy.

The GO SEStran Forth Freight Strategy is being funded by Transport Scotland through the Local Rail Development Fund. The SEStran region is of significant economic value to the Scottish and wider UK economy and is a major generator of freight movements.

Consultants AECOM have been asked to deliver this study and explore how an efficient and sustainable freight sector can boost the regional economy and deliver modal shift from road freight to 'greener' modes of transport.

SEStran will be working in partnership with Forth Ports, our Local Authorities and key stakeholder to deliver this important strategic piece of work in 2020.

Levenmouth Rail Link

SEStran supported the Sustainable Transport Study work undertaken by Transport Scotland on the re-opening of the Levenmouth rail link.

Following assessment of transport links in the area, the Cabinet Secretary for Transport, Infrastructure and Connectivity announced in August 2019 that the reopening of the link to Levenmouth and the rail network is to be taken forward to the next stage of development alongside new bus and active travel provision.

Parts of the Levenmouth area are currently ranked amongst the most deprived in Scotland (Scottish Index of Multiple Deprivation - SIMD 2016). Easier and more sustainable travel options will make it easier for people to reach hospitals, schools and visit other areas of the country as well as giving better access to Levenmouth.

https://www.transport.gov.scot/news/levenmouth-on-track-for-rail-investment/

"The ongoing success in building towards reinstating this vital rail link is the product of many years of work. The past and present involvement from SEStran in developing the case for the has been central to its success"

Councillor Colin Davidson, Deputy Chair, SEStran
Councillor for Leven, Kennoway and Largo

European Projects

SEStran is pleased to continue to be involved in working closely with European partners on innovative and progressive transport projects, contributing and sharing ideas to help benefit our own regional transport network.

PriMaaS – Prioritising Mobility-as-a-Service (an Interreg Europe project) *insert icons*

In August 2019, the PriMaaS project kicked-off, an exciting new Interreg Europe project aimed at 'prioritising low carbon mobility services to improve accessibility of citizens'. SEStran is representing the region in a consortium of ten European transport partners to promote Mobility-as-a-Service (MaaS) through policy development.

The project kick-off was held in September 2019 and in January 2020, SEStran held the first PriMaaS Regional Stakeholder Meeting to assess current levels of transport integration and identify barriers to the widespread adoption of MaaS. SEStran worked closely with MaaS Scotland to bring together stakeholders to provide regional representation. The first stakeholder meeting was held in late January 2020 in Tampere, Finland.

SEStran's role in the project is to establish a baseline of MaaS levels in the region, and exchange best practices with project partners. This will help develop an Action Plan to promote MaaS in the SEStran region and support the development of the new Regional Transport Strategy.

More information can be found on: https://www.interregeurope.eu/primaas/

CONNECTing North Sea Region's TEN-T nodes - Support intermodality growth in the North Sea Region through smart efficiency enhancements insert icons

The overall objective is to support smart intermodality growth in the North Sea Region through efficiency enhancements in and around port areas. The project focuses on implementation of new smart processes and working tools (smart intermodality) and development of strategies for smart efficiency enhancements (smart involvement). SEStran will be leading on a work package based around marketing and communications. The project is expected to start officially in June 2020.

More information can be found on: https://northsearegion.eu/north-sea-connect/about/

SHARE North – Shared Mobility Solutions for a Liveable and Low-Carbon North Sea Region (an Interreg North Sea Region project) insert icons

The SHARE-North project promotes shared mobility as a form of sustainable transport and viable alternative to the private car. SEStran has continued to support this through Tripshare SEStran and the GO e-Bike project.

SEStran has also been working to promote Mobility Hubs, a concept that originated in the City of Bremen, who are also the lead partner for SHARE-North. Mobility Hubs are centrally located points where shared modes of transport (car clubs, (e-)bike-sharing) are integrated with public transport. Furthermore, Mobility Hubs can easily be identified by their branding, provide local information and often contain additional placemaking elements, making them a place for everyone and everyday journeys.

As part of the SHARE-North project, Mobility Hubs have expanded to Norway, Belgium and the Netherlands, and SEStran has been working to promote the concept in the South East of Scotland. The SEStran Strategic Mobility Hub study was inspired by SHARE-North learnings. SEStran has been working with Local Authority partners to identify opportunities for Mobility Hubs to be implemented.

More information can be found on: https://mobihubs.eu/ and https://share-north.eu/.

(Insert image and Share North Brand Logo and EU Interreg Logo)

REGIO MOB (an Interreg Europe project) insert icons

The REGIO MOB project aims to promote sustainable travel by influencing relevant policy instruments. SEStran's role in the REGIO MOB project was to develop an Action Plan for the re-write of the Regional Transport Strategy.

In the final year of REGIO-Mob, SEStran monitored the implementation of the Action Plan. The Action Plan proposed two interventions to encourage active travel in the SEStran region. This led to the implementation of the GO e-Bike scheme, a regional electric bike-sharing scheme. SEStran conducted an online survey and focus group at the GO e-Bike hub at St Andrews University to measure the impact of the scheme on travel behaviour and levels of physical activity. The research was based on best practice examples which project partners had exchanged during phase 1 of Regio-Mob. These

conclusions were incorporated into the Projects Report which was presented to the SEStran Board in December 2019.

The results from Regio-Mob were presented at the Final Conference in Kozani, Greece, in October 2019. Two SEStran Board Members attended and presented on the impact of Regio-Mob in the SEStran region.

More information can be found on: https://www.interregeurope.eu/regio-mob/

(Insert Image/Regio Mob Logo/EU Logo)

SURFLOGH: Sustainable Urban Logistics Hubs (an Interreg North Sea Project) *insert icons*

SURFLOGH aims to improve the role of logistics hubs in the network of urban logistics through connecting long-distance freight transport and last mile distribution in strategically located urban freight centres.

Last mile distribution is part of the wider concept of city logistics, which concerns the public and private planning and management of urban logistics. The City Logistics concept has emerged as a comprehensive approach aimed at attempting to mitigate the negative impacts of urban freight transportation without penalizing many economic, social, administrative, cultural, touristic, and other activities.

SEStran are leading on a work package[3] along with Edinburgh Napier University Transport Research Institute (TRI), developing business models for urban freight hubs. These business models will focus on the scalability and applicability of models for different locations and circumstances. SEStran & Edinburgh Napier University presented the first outputs of the project research at the 2019 STAR Conference in Glasgow in May 2019.[4]

In May 2019 SEStran, jointly hosted the SURFLOGH mid-term conference with the TRI at Edinburgh Napier University in Edinburgh.

The event was compered by Richard Llewellyn of Edinburgh Napier University. With almost 100 delegates (from Scottish local authorities, transport operators and voluntary organisations, plus more than 30 international guests) it was a great success.

Keynote speakers were Assistant Professor Paul Buijs from Groningen University who presented the concept of the 'physical internet', examining the interface between smart technology and logistics, Dr Jonathan Cowie from Edinburgh Napier who gave a critical overview of the academic research on last mile consolidation, and Sam Keam, Director of the UK Sustainable logistics operator Zedify, who gave an insight into the commercial realities and practicalities of working in sustainable city centre logistics.

More information can be found on: https://northsearegion.eu/surflogh/about/

[INSERT SURFLOGH LOGO/IMAGE/INTERREG LOGO]

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[3] https://northsearegion.eu/surflogh/news/relevant-research-review/
[4] https://starconference.org.uk/star/2019/Cowie.pdf

BLING: Blockchain in Government

SEStran and the Centre for Design Informatics at the University of Edinburgh are collaborating on a project exploring opportunities around Blockchain technology developing practical transport focused applications for the technology with the development of a pilot project in the South East of Scotland.

Blockchain is a key enabling technology that will underpin efforts to deliver innovative services under the Digital Agenda for Scotland and Europe. Blockchain promotes user trust by making it possible to build systems that share information and record transactions in a verifiable, secure and permanent way. Based on a 'distributed ledger', blocks of information are chained together with cryptography to produce a system that stores, manages and verifies information.

The University of Edinburgh supported by SEStran has developed a pilot concept called **GeoPact**. The GeoPact system is comprised of a complex assembly of technological objects, that together enables the design, deployment of location-aware smart contracts that run on the Ethereum blockchain for study.

Through GeoPact we have been exploring the potential for location-aware smart contracts to catalyse new thinking around urban transport and logistics systems and services. A successful trial was tested with couriers in Edinburgh in December 2019. The next stage of the work will look at development of 'smart contract' writing in the everyday world, this will continue throughout 2020.

More information can be found on: https://northsearegion.eu/bling/

[INSERT BLING LOGO/IMAGE/INTERREG LOGO]

Corporate Governance

Decision Making Structure

SEStran's main policy and budgetary decisions are taken by the Partnership Board, which consists of 20 councillor and 9 non-councillor members. Operational decisions are taken by the Partnership Director and other officers in terms of the List of Officer Powers which forms part of SEStran's Governance Scheme. The Scheme is kept under constant review, and was updated in September 2019.

The Partnership Board has also, in terms of the Scheme, delegated some decisions to Committees. The Performance and Audit Committee's remit covers Scrutiny, Staffing, Standards and Audit. It comprises a councillor member from each constituent authority, and two non-councillor members. It is currently chaired by Councillor Russell Imrie.

The Succession Planning Committee covers matters related to succession planning and advice on Board appointments. Its membership consists of the Chair, two Board members, the Partnership Director, the Secretary and an HR adviser.

Equalities Duty

SEStran published its Mainstreaming and Equalities Outcomes Progress Report for the period 2017-19 on 30 April 2019.

During the reporting period SEStran have engaged with our legal advisers to ensure full compliance with our obligations under the Public Sector Equalities Duties. Some of the actions undertaken during this annual reporting period are:

- Inclusion Scotland Intern
- Board Diversity Succession Plan/Skills Audit
- EHRC Engagement
- Thistle Assistance Programme and Journey Planner
- Hate Crime Charter
- Staff EQiA Training
- Developing new website with upgraded accessibility features

<u>Cyber Security</u>

In order to comply with the Scottish Government's Public Sector Cyber Security Action Plan, SEStran carried out a robust review of its IT provision. Under the scheme, an independent cyber security consultant was appointed in 2018 and audited the partnership's IT environment. The outcome of this audit was SEStran being awarded Cyber Essentials Plus accreditation. SEStran were re-audited in 2019 and retained the award.

Appendix: Annual Accounts and Reports

Annual Accounts

SEStran's Annual Accounts can be accessed online here:

[INSERT LINK TO ACCOUNTS]

Climate Change Report

Part four of the Climate Change (Scotland) Act 2009 places duties on public bodies to act in the way best calculated to contribute to the delivery of emissions reduction targets, to help deliver any statutory climate change adaptation programme, and in a way that they consider is most sustainable. The act came into force on 1 January 2011. Following the introduction of an Order by Scottish Government in 2015, all 151 public bodies that appear on the 'Major Player' list must submit an annual report to the Sustainable Scotland Network (SSN), detailing their compliance with the climate change duties.

[INSERT LINK]

Public Services Reform Act

The Public Services Reform (Scotland) Act 2010 (Sections 31 and 32) imposes duties on Scottish public bodies to publish financial information as soon as is reasonably practicable after the end of each financial year. This statement is produced annually by the South East of Scotland Transport Partnership (SEStran) to ensure compliance with the requirements of the Act. It can be accessed online here:

[INSERT LINK]

Community Empowerment Act

SEStran is a listed public authority under the Community Empowerment Act and one of our duties under the Act is to consider requests from the community. Participation Requests can help groups from the local community (a community-controlled body) to liaise with SEStran and other listed authorities on improving issues in an area. We welcome requests from groups that can aid SEStran in delivering its strategic functions in the South East of Scotland. To gain more information on how to place a request, please follow the link:

sestran.gov.uk/corporate/ participation-requests/

Public Records Act

SEStran is required under the terms of Section 1 of the Public Records (Scotland) Act 2011 to produce a Records Management Plan, setting out proper arrangements for the management of its records and to submit this to the Keeper of the Records for approval. SEStran submitted its RMP in January 2011 and it is available here:

sestran.gov.uk/wp-content/ uploads/2017/06/SEStranRecords-Management-Planv2.0.pdf

[CONTACT INFORMATION (BACK PAGE WITH COVER GRAPHICS)]

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