



**Remote Chief Officer Liaison Group Meeting  
2:00pm Wednesday 25<sup>th</sup> May 2022  
Microsoft Teams**

**Present:**

<b>Jim Grieve (JG) (Chair)</b>	<b>SEStran</b>
Anna Herriman (AH)	SEStran
Jim Stewart (JS)	SEStran
Andrew Ferguson (AF)	SEStran
Beth Harley Jepson	SEStran
Cheryl Fergie (CF)	SEStran
Kevin Collins (KC)	Falkirk Council
Morag Haddow (MH)	East Lothian Council
Peter Forsyth (PF)	East Lothian Council
Jane Findlay (JF)	Fife Council
David miller (DM)	Midlothian Council
Wayne Clark (WC)	Midlothian Council
Graeme Johnston (GJ)	Scottish Borders Council

**Apologies:**

Jason Hedley	Scottish Borders Council
Lesley Deans	Clackmannanshire Council
Derek Oliver	Midlothian Council
Ian Lennock	East Lothian Council
Gordon Brown	West Lothian Council
Douglas Proudfoot	East Lothian Council

Ref.		Actions
<b>1.</b>	<b>Welcome and Apologies for Absence</b>	
	The Chair welcomed the Officers to the meeting and apologies were noted as above.	
<b>2.</b>	<b>Minutes and Matters Arising</b>	
	<i>The minutes from Wednesday 16<sup>th</sup> February 2022 were agreed as a correct record. It was noted any previous actions will be picked up throughout the meeting as they are covered by the agenda.</i>	

<b>3.</b>	<b>Financial Report</b>	
	<p>In the absence of IS, AH gave a brief update:</p> <p>The outturn position of SEStran projects for 21/22 is an underspend of £59,000.</p> <p>There is an underspend of £75,000 on the core budget due to a change in timing of EU Projects, this will be carried forward. All underspend is earmarked for expenditure and activity.</p> <p>Iain Shaw will report this information at the next PB as unaudited accounts.</p>	
<b>4.</b>	<b>RTPI Update</b>	
	<p>Jim Stewart provided an update, and the key points were noted.</p> <p>The new system is working well there is an increase in the number of trips recorded. Framework purchases for 21/22 are all close to being completed. Keith Fisker should be contacted with any potential new sites.</p> <p>AH has met with Andy Nicol from CEC and discussed the Levelling Up Fund. The COs were updated, and the following points were noted and discussed:</p> <ul style="list-style-type: none"> <li>• There is an opportunity for SEStran as a partnership to add value regionally and to increase the number of RTPI screens in priority areas.</li> <li>• Applications for screens can be coordinated across the region.</li> <li>• The City Region Deal are operating revenue funded initiatives for employability, tourism, and energy sector development.</li> <li>• Scottish Borders Council have secured funding for their EV charging feasibility study.</li> <li>• There are 3 years of funding to apply for.</li> <li>• GJ has been successful with the community renewal fund.</li> <li>• The technical appraisal can be complicated.</li> <li>• There may be available cross boundary funding up to £50 million.</li> <li>• AH is happy to help and support councils that wish to apply individually or coordinate combined applications.</li> </ul>	
<b>5.</b>	<b>Bus Partnership Fund</b>	
	<p>Andrew Ferguson provided an update, and the key points were noted:</p> <p>The case for change for Forth Valley should be ready in the next week. A meeting will be organised for all the BPF Project Mangers in the regional area with an extended invite to consultants, to discuss how the STAG process could be shortened. It would be beneficial for COs to take more of a role in BPs moving forward, in particular</p>	

	with governance and BSIPs. JG noted projects will be competitive, this item should remain on the COs agenda to be discussed further.	
<b>6.</b>	<b>Freight Study Update</b>	
	<p>Jim Stewart provided an update, and the following points were noted:</p> <p>Stakeholder engagement has been good with operators, businesses and partners and is now completed. SEStran are working with consultants to complete the initial options appraisal and hope to have this completed by the end of May. The draft will then be sent to Transport Scotland, SEStran are hoping for a quick turnaround. JS will email Freight Study slides that include key interventions to the group.</p> <p>PF said East Lothian Council have been waiting on a response from Transport Scotland for their STAG access study, this was sent to them in November. They have had an extension to the local rail funding and was curious if SEStran have had the same. JS said he will organise a catch up with KF and PF to discuss.</p>	<p><b>JS</b></p> <p><b>JS &amp; KF</b></p>
<b>7.</b>	<b>Active Travel</b>	
	<p>Anna Herriman provided an update, and the following points were noted:</p> <p>Over the next 3-4 months SEStran are going to procure traffic data counters to support LAs for Active Travel funding, the cameras will have 9 modes. PJ will be in touch to negotiate and collaborate on the position of cameras. The procurement will be completed by summer.</p> <p>East Lothian Council has 20 vivacity counters but only two are set up at the moment due to power supply issues, they would like to compare and share data with SEStran.</p> <p>Beth Harley Jepson updated on Go-eBike:</p> <p>East Lothian Council and Midlothian Council both have 2 sites up and running. East Lothian Council are looking to expand, they are in discussions with various LAs about potential sites. Mid Lothian are also looking to expand. Musselburgh and Dalkeith are to link railway stations to town centres.</p> <p>BHJ is now taking care of this, and any questions should be directed to her.</p>	
<b>8.</b>	<b>Regional Transport Strategy</b>	
	Jim Stewart provided an update, and the following points were noted:	

	<p>The draft RTS statutory consultation was drafted and taken to the last PB meeting, after discussions around rural and rail issues with LAs it was decided not to consider the RTS for approval at this point. Due to comments around delivery and how this was taken into consideration a new chapter was added to the draft RTS. It is proposed that a supplementary document created called The Programmed Investment Plan will be developed which will identify and detail all schemes being delivered, are under development or are aspirational schemes to be funded. These schemes will be supported by the policies in the draft RTS and will be supported by SEStran.</p> <p>The draft RTS is now close to completion and will be taken to the newly formed PB for approval as soon as possible.</p>	
<b>9.</b>	<b>Electric Vehicles Strategy</b>	
	<p>Jim Grieve attended a workshop regarding the EVIF fund from Transport Scotland and Scottish Futures Trust, the following points were discussed and noted:</p> <ul style="list-style-type: none"> <li>• There is 60k available per LA for EV strategy.</li> <li>• EVIF will replace any previous funding.</li> <li>• Potential for using the same model as East Lothian Council.</li> <li>• SEStran to take EV Strategy forward for all 8 LAs to collaborate.</li> <li>• Collaborative working with regional approach.</li> <li>• Commercialisation.</li> <li>• Income generation for LAs.</li> <li>• Opportunity to sustain local communities with income.</li> <li>• Partnership working with operators.</li> </ul> <p>JG agreed SEStran would set up a meeting in around 3-4 weeks' time for COs with TS and SFT to raise the above points and discuss how to move forward collaboratively.</p>	
<b>10.</b>	<b>AOCB</b>	
	<p>There was a discussion around new council administration and new SEStran PB members. Cllr Bennet and Cllr McMillan have been elected for East Lothian Council.</p> <p>JS noted the outdoor seating planning requirements consultation, there are no planning permissions required, this could impact on roads. The consultation also covers EV charging.</p> <p>AF added the link to the Team chat  <a href="https://www.gov.scot/publications/review-permitted-development-rights-phase-2-consultation/">https://www.gov.scot/publications/review-permitted-development-rights-phase-2-consultation/</a></p> <p>GJ noted that Reston Railway Station is now open.</p>	

	JG asked the COs to provide PO numbers for SEStran requisitions if they hadn't already done so.	
<b>11.</b>	<b>Date of Next Meeting</b>	
	The date of the next meeting is scheduled for 2:00pm on Wednesday 24 <sup>th</sup> August 2022.	