



**Remote Chief Officer Liaison Group Meeting
14:00am Wednesday 9th November 2022
Microsoft Teams**

Present:

Jim Grieve (JG) (Chair)	SEStran
Anna Herriman (AH)	SEStran
Jim Stewart (JS)	SEStran
Cheryl Fergie (CF)	SEStran
Peter Jackson (PJ)	SEStran
Keith Fisker (KF)	SEStran
Jim Stewart (JS)	SEStran
Lesley Deans (LD)	Clackmannanshire Council
Iain Shaw (IS)	City of Edinburgh Council
John Mitchell (JM)	Fife Council
Gordon Brown (GB)	West Lothian Council
Chris Cox (CC)	Falkirk Council
Robbie Beattie (RB)	Midlothian Council
Graeme Johnstone (GJ)	Scottish Borders Council
Daisy Narayanan (DN)	City of Edinburgh Council

Apologies:

Peter Forsyth	East Lothian Council
Nicola Gill	West Lothian Council
Ian Lennox	East Lothian Council
David Miller	Midlothian Council
Jason Hedley	Scottish Borders Council

Ref.		Actions
1.	Welcome and Apologies for Absence	
	The Chair welcomed the Officers to the meeting and apologies were noted as above.	

2.	Minutes and Matters Arising	
	<p>Graham Brown sent an email requesting an amendment to the minute from 25th August 2022. The minute has been amended, item 7 now reads: (GB will be doing a joint LUF bid with Falkirk Council for 50million for the next financial year for work on the A801 Avon Gorge project)</p> <p>AH met with LAs to discuss EV Charging - there will be future meetings to pull together a regional task force to share data.</p> <p>KFs action regarding the Freight Study from previous minute was concluded. There has been an extension to the local rail funding.</p> <p>JS updated on the Programmed Investment Plan. The consultation will be returned today at 5pm. JS will update via email before the next COs meeting.</p>	JS
3.	Financial Report	
	<p>Iain Shaw provided an update and shared the Draft Report 2023/24.</p> <p>(a) Financial Planning. The indicative budget will be taken to the Performance and Audit Committee and the Partnership Board. There is no increase or reduction in council contributions. The risk around SG funding was noted.</p> <p>JG noted that the Active Travel fund is an estimate at this stage. Most current EU projects are coming to an end but SEStran have bids going into EU Horizon projects.</p> <p>IS agreed it was a good idea to add a brief description of projects to the activity column in the finance reports.</p> <p>(b) Finance Officers Report. This details the performance of the current year's expenditure and it is anticipated the expenditure will be in line with the budget for the current financial year.</p>	IS
4.	Rail Card Companion Scheme Coordinated Approach	
	<p>Attendees stated where they thought their LA was in regard to this topic. A discussion took place and the following points were noted.</p> <ul style="list-style-type: none"> • Hard to forecast for budgeting. • Equalities issues. • Discrepancies, different systems being used at each LA. • Using concessionary bus passes for reduced rail fair. • Travelling locally. • Travelling outside the region. • Hard to standardise. 	

	<ul style="list-style-type: none"> • Universal pass for all councils. • Tying this in with the Thistle Assistance Programme. • Keeping business within each County. <p>It was decided that each LA will send over details to AH regarding what they offer currently. AH will collate the findings and report back to the group.</p>	AH
5.	Active Travel	
	<p>Jim Grieve provided an update, and the key points were noted:</p> <ul style="list-style-type: none"> • An Active Travel Transformation Group has been set up led by Luke Macaulay at TS. • Patrick Harvie wants to see more efficiency in the allocation of money awarded for Active Travel. • Sustrans and Cosla are running workshops. • CEC are looking at projects that can be delivered quickly. • Next year is the transition between now and the larger funding that will be coming through. • It seems there is a separate more accessible fund being set up. • Additional money could be absorbed on projects that are ongoing due to inflation. • Bidding on a competition basis for funding is not helpful. • There needs to be necessary links between collaboration groups and transformation groups. • Wider more parallel work needs to be completed on roles and responsibilities. • Reports could be joined up better, when responding to the consultations this could be mentioned. • Forward planning is key for substantial sums of money to be put to good use. • SEStran have not seen the final report from the transformation group that should be pulled together in Nov, with a draft report submitted in Dec. • SEStran have been representing ourselves as an RTP and all councils that are our constituent members at the Active Travel Transformation Group. The feedback that SEStran has given is as follows: Pushing for multiyear funding, resource of staff, reduce competition and a more strategic approach to allocation of funds. <p>PJ added in link to the Cycling Framework and Delivery Plan for Active Travel in Scotland 2022-2030 into the chat. The deadline is the 19th December.</p> <p>https://consult.gov.scot/transport-scotland/cycling-framework/</p>	

6.	RTPI	
	<p>Keith Fisken provided a brief update:</p> <p>The regional system is up and running and improving all the time. 95-98% accuracy would be a fantastic result. The framework purchasing is going well and LAs are rolling out new screens across the region. The software link is being shared with the Go SEStran app.</p>	
7.	AOCB	
	<p>Jim Grieve noted that this will be his last Chief Officers meeting, he will retire on 31st December. The group wished him well.</p>	
8.	Date of Next Meeting	
	<p>The proposed date of the next meeting is scheduled for 2:00pm on Wednesday 15th February 2023.</p>	