

**Remote Chief Officer Liaison Group Meeting
13:00 Monday 27th February 2023
Microsoft Teams**


Present:

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| Anna Herriman (AH)(Chair) | SEStran |
| Cheryl Fergie (CF) | SEStran |
| Jim Stewart (JS) | SEStran |
| Peter Jackson (PJ) | SEStran |
| Andrew Ferguson (AF) | SEStran |
| Hattie James (HJ) | SEStran |
| Peter Forsyth (PF) | East Lothian Council |
| Iain Shaw (IS) | City of Edinburgh Council |
| John Mitchell (JM) | Fife Council |
| Chris Cox (CC) | Falkirk Council |
| Robbie Beattie (RB) | Midlothian Council |
| Graeme Johnstone (GJ) | Scottish Borders Council |
| Keith Luke (KL) | Midlothian Council |
| Nicola Gill (NG) | West Lothian Council |
| Jamie Robertson (JR) | City of Edinburgh Council |
| Lesley Deans (LD) | Clackmannanshire Council |

Apologies:

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| Brian Butler | SEStran |
| Keith Fisker | SEStran |
| Gordon Brown | West Lothian Council |
| John Curry | Scottish Borders Council |
| Susan Keenlyside | Fife Council |

| 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. | |

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| 2. | Minutes and Matters Arising | |
| | <p>The minutes from Wednesday 9th November were agreed as a correct record.</p> <p>It was noted that Anna Herriman has raised the Rail Companion Scheme with ScotRail.</p> | |
| 3. | Financial Report | |
| | <p>Iain Shaw gave a verbal update on the Revenue Budget. The main points raised were:</p> <ul style="list-style-type: none"> • Page 2, The planned budget for coming year shows no change in council requisitions. • Page 6, Appendix 2a: Projects proposed activity 2023-24 undertaken with each council contributing, there is no change to contributions. • Activity notes have been added to the tables within the report: this was an action from the last meeting. <div style="text-align: center;">  <p>2023 02 27 Item 3(a) Revenue Budget 2023</p> </div> <p>AH flagged the shift away from EU funding for planned project activity. There will be more focus on core activities in the next 12 months.</p> <p>PJ noted there will no longer be a split between funding from Transport Scotland and Sustrans. The 100k will be amalgamated in the new financial year.</p> <p>This report will go to Performance and Audit Committee and then to The Partnership Board Meeting on 17th March.</p> | |
| 4. | Active Travel Update | |
| | <p>Peter Jackson provided an update on Active Travel and the key points were noted:</p> <p>Strategic Network</p> <ul style="list-style-type: none"> • There are routes in Falkirk, West Lothian, Clackmannanshire and Scottish Borders. • Utilities investigations are ongoing this year to take routes to the next stages. • A proposal has gone into Transport Scotland for funding for 2023-24, this has been approved. • SEStran have responded to Transport Scotland as part of the RTPs about future funding models, laying out a case for regional governance for extra funds. • There has been some allocation of budget for more upcoming routes on the strategic network. | |

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| | <ul style="list-style-type: none"> • Prioritisations are being looked at to see if changes in data are making a difference. • Transport Scotland have stated there must be an active travel strategy in place to apply for funding. • SEStran are using strategic network as the strategy document to identify new routes. <p>Vivacity</p> <ul style="list-style-type: none"> • A contract is in place to deliver monitoring units for routes that SEStran have been investigating. • It was agreed in January that a long term contract would be set up across 4 local authorities to gain implementation data. • SEStran are in the process of identifying installation requirements. • It has been noted that there may be an opportunity to tie in with a project in Fife Council, but all partners could engage in this and digital infrastructure could be shared. • There is a hope this information could be shared on the SEStran website and Cycling Scotland open data platform. | |
| 5. | Freight | |
| | <p>Peter Jackson updated the group on Freight in Keith Fiskens absence. The below points were made:</p> <ul style="list-style-type: none"> • The report from AECOM with preliminary options has been submitted to Transport Scotland. • The team at Transport Scotland are working through LRDF funds but do have a back log. • Transport Scotland are looking at St Andrews StARLink. • Business cases from SEStran EU projects will be fed into future freight work Findings will be shared and promoted. • SURFLOGH and CONNECT are winding down in coming months. • Developments with Forth Ports and Green Ports will be monitored closely. <p>PF asked if there will be an extension to the LRDF fund as the fund ends on 31st March. PJ thinks there will be a carry on, as staff have moved teams in Transport Scotland to help with the back log.</p> <p>RB stated there is a £20 Million UK grant for welfare facilities for HGV drivers, and this may be an opportunity for funding in Scotland particularly around the A720 corridor. He posted the below links into the chat facility.</p> <p>https://www.gov.uk/government/publications/hgv-parking-and-driver-welfare-grant-scheme-guidance-for-applicants/hgv-parking-and-driver-welfare-grant-scheme-guidance-and-application-form</p> | |

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| | <p>https://www.gov.uk/government/news/20-million-to-improve-roadside-facilities-for-hgv-drivers</p> <p>JS stated The Scottish Government are developing a delivery plan for HGV welfare through NTS2 and STPR2. AF said SEStran are keen to assist Local Authorities to join up bids for funding. There may be an opportunity for a regional approach.</p> <p>JR updated on the STPR2 delivery plan. Contents and timescales are not set in stone. Edinburgh Council have submitted a City Region Deal paper to Transport Scotland to request a meeting with the Minister. Discussions from this group could potentially be on the agenda in future meetings with the Minister. There are more discussions to be had on how to seek input and engagement in future meetings.</p> <p>AH requested that PJ and KF take the action to review potential options, share opportunities from Transport Scotland and Scottish Government for funding HGV driver welfare and facilities including EV charging and report back to this group.</p> | <p>PJ & KF</p> |
| <p>6.</p> | <p>Regional Transport Strategy</p> | |
| | <p>Jim Stewart updated the Chief Officers on the Programmed Investment Plan and The Regional Transport Strategy. The following points were raised and discussed:</p> <p>Programmed Investment Plan</p> <ul style="list-style-type: none"> • Jim thanked everyone for helping the consultants pull together the information. • There are no budget commitments at the moment, this will be reflected in the investment plan. • Final part of the work is pulling tother the mapped database, to share files and work with local authorities directly. <p>Regional Transport Strategy</p> <p>SEStran have had feedback from Transport Scotland. Minor adjustments have been made to strengthen the document. Changes included:</p> <ul style="list-style-type: none"> • Reflecting bus rapid transport in STPR2. • Walking and wheeling being an important part of the journey. • HGV hydrogen fuelling strategy across the region. • EV charging. • 20% car reduction, making it clear everyone has a part to play. <p>The Regional Transport Strategy has been submitted to the Minister and the hope is to take it to the March Partnership Board.</p> <p>JS will circulate a Draft report to the group before the Board to highlight the key changes.</p> | <p>JS</p> |

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| | <p>There was a discussion on how best to achieve 20% car reduction across the region. The conclusion was this may not be an achievable target, especially in rural areas, although CEC's more ambitious target for the city were noted.</p> | |
| 7. | GoSEStran | |
| | <p>Hattie James updated on GoSEStran and the following points were noted:</p> <ul style="list-style-type: none"> • The App was launched in August 2022 using the Transport Scotland MaaS Investment Fund that was previously to last only to 31st March but has now been extended. • There are fortnightly meetings taking place and there have been two open learning sessions to share knowledge and the latest updates and issues. • The licenses with Tactran and Fuse have been extended to end of June 2023. • The target of 1000 users has been reached. • SEStran have been working with Tactran and Fuse to explore other funding streams. • A bid will be going into Smarter Choices Smarter Places, this would potentially fund the license for a further 12 months. • A new procurement exercise for a tech provider will be happening soon and may include Aberdeen City Council. <p>An East Lothian DRT service running between Tranent and Humbie goes live in early March. The operator is Prentice Coaches and this is a similar route to the 109 currently running in Haddington. There are fixed stops within the town and DRT service outside the town.</p> <p>AF said discussions with Borders Council were appreciated. Designing a DRT route is a complicated process. MaaS and DRT are part of the solution to 20% car reduction, but its effect on this metric is hard to measure.</p> <p>AH said people should come along to open learning network sessions as there is lots of information to share.</p> | |
| 8. | Proposal for a Regional EV Strategy | |
| | <p>Anna Herriman talked about a regional coordinated approach to an EV Strategy. SEStran is looking to find out which councils are comfortable sharing a procurement approach. It was discussed that the centralisation of agreement would need a signatory and perhaps could follow a similar approach to the RTP1 and Thistle Assistance provisions.</p> <p>AH is looking forward to the second instalment of the Scottish Futures Trust grant, collaborative working and pulling together something to procure the infrastructure.</p> <p>AF will circulate a report on a regional approach in the HITRANS region.</p> | AF |

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| 9. | AOCB | |
| | <p>Jim Stewart is retiring at the end of March, this will be his last Chief Officers meeting. AH thanked him for his commitment to working on the Regional Transport Strategy.</p> <p>Anna Herriman is also leaving SEStran to work with Midlothian Council. Members wished them both well for the future.</p> | |
| 10. | Date of Next Meeting | |
| | The proposed date of the next meeting is scheduled for 2:00pm on Wednesday 24 th May 2023. | |