



**Remote Chief Officer Liaison Group Meeting
14:00 Wednesday 24th May 2023
Microsoft Teams**

Present:

Brian Butler (Chair)(BB)	SEStran
Nikki Boath (NB)	SEStran
Peter Jackson (PJ)	SEStran
Andrew Ferguson (AF)	SEStran
Hattie James (HJ)	SEStran
Tom Flanagan (TF)	SEStran
Keith Fiske (KF)	SEStran
Peter Forsyth (PF)	East Lothian Council
Susan Keenlyside (SK)	Fife Council
Lesley Deans (LD)	Clackmannanshire Council
Chris Cox (CC)	Falkirk Council
Robbie Beattie (RB)	Midlothian Council
Graeme Johnstone (GJ)	Scottish Borders Council
Scott Prentice (SP)	Scotrail
Desmond Bradley (DB)	Scotrail

Apologies:

Gordon Brown

West Lothian 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	
	The minutes from Monday 27 th February 2023 were agreed as a correct record.	
3.	Financial Reports	
	BB provided the update in Iain Shaw's absence. BB explained that the provisional outturn is in line with the forecast which was reported to the Partnership Board in March 2023. There was project slippage of £159,000 however this will be carried over to 2023/24 and BB highlighted that the majority of the slippage is committed to projects for 2023/24. BB explained that	

	<p>the slippage is due to the fact that the finalised accounts were only approved at Partnership Board in September 2022. BB said that SEStran will plan to spend the £159k, without commitment, until this has been confirmed at the Partnership Board in September 2023.</p> <p>BB also explained that there is a core underspend of £18,000. This is because SEStran were able to recharge more staff costs to projects than had been budgeted.</p>	
4.	Regional Transport Strategy Next Steps	
	<p>BB explained that the RTS was signed off by the Transport Minister in March 2023. BB explained the keys steps in the process which include 2 statutory obligations. These are a Strategic Environmental Assessment undertaken by the consultants who supported SEStran with the development of the RTS and secondly advertising the RTS in The Scotsman within the next 2 weeks. The RTS will also be widely circulated to partners and stakeholders and will also be published on SEStran's website.</p> <p>BB commented that he will send out the final version of RTS to all members of this group following this meeting.</p> <p>BB said that the implementation of RTS will be done by working with partners in relation to a wide range of activities and initiatives. BB highlighted that he would like to be able to start conversations with this group to deliver the RTS. BB provided an outline of the next steps:</p> <ul style="list-style-type: none"> • Work with partners to align local and regional strategies in line with the RTS • Prioritise regional schemes – eg. Strategic Regional Network • Link partners' plans & strategies eg EV charging • Continue to test new and innovative ideas – eg DRT, Maas, Micro Cargo Hubs and improvement of last mile deliveries. <p>BB also explained that SEStran will work with partners to explore the viability of establishing pooled resources to help resource-poor councils deliver critical projects.</p> <p>BB mentioned that SEStran are considering creating a Centre of Excellence which would involve working with other Regional Transport Partnerships looking at national level strategies eg replacement of Charge Place Scotland (although TS now have plans for this).</p> <p>The final step is monitoring and reporting of the RTS and the short term focus will be on establishing the best ways to measure outcomes eg 20% reduction in car kilometres.</p>	BB

	<p>BB mentioned that the SEStran Partnership Board Meeting in June will be a bus related meeting. BB explained that the papers presented will cover national context, issues facing buses, current initiatives in place across the country and the legislation.</p> <p>BB said that the slide pack from today's meeting will be circulated.</p> <p>BB highlighted that he would like these meetings to be a 2-way process and suggested 2 options:</p> <ol style="list-style-type: none"> 1. SEStran work with each individual authority between meetings to enable individuals to present initiatives within their area at these meetings. 2. Each authority could provide an update from their area at the quarterly meetings. <p>BB encouraged the group to provide feedback on these suggestions.</p> <p>GJ mentioned that a regular update of the Maas Transit project would be beneficial. BB confirmed that this will be included in future Chief Officer meetings.</p>	BB/NB
5.	Programmed Investment Plan	
	<p>HJ outlined the background and next steps.</p> <p>HJ explained that S82 consultants were appointed to gather structured data from lead stakeholders which included the 8 local authorities in SEStran area as well as Sustrans and Transport Scotland. S82 then created a multi criteria assessment (MCA) which listed all the projects. Following this MCA, 14 stakeholders were interviewed and 640 projects were identified with 276 being deemed regional projects. These were further broken down to 188 actual projects with the remaining 88 being reports or studies.</p> <p>These 188 projects were then assessed against a range of transport policies including the new RTS objectives and mobility themes as well as NTS and STAG criteria.</p> <p>HJ pointed out the regional projects are predominantly active travel, public transport and multi modal based projects. These projects are all being mapped using GIS. The consultants are developing 2 GIS case studies to illustrate how the tool can be used to identify gaps in the network. HJ highlighted that 2 case studies are</p> <ul style="list-style-type: none"> • Rail access to strategic housing sites • Active travel links to hospitals in the area <p>HJ outlined the next steps as follows:</p>	

	<ul style="list-style-type: none"> • SEStran will arrange an in-person workshop with S82 which will allow a deeper understanding of the GIS tool • Gaps were identified due to budget information not being available for many projects. SEStran will speak to relevant lead stakeholders to close these gaps. • Further identify strategic gaps in the network • Prioritising high scoring and improving low scoring regional projects • Identify how to update NCA & GIS regularly and how to share the information with local authorities. 	
6.	GO-SEStran	
	<p>AF outlined the pilot currently taking place in East Lothian Council. AF highlighted that there are approx 1400 people using the GO SEStran app and that 94% of those journeys have been classed as sustainable.</p> <p>AF also outlined the procurement process, licence, service design, joint working and the issue of aggregation for setting up DDRT. AF explained the scope for long term growth and highlighted the issues.</p> <p>AF mentioned that a collaborative group called Integrated Mobility Partnership Scotland (IMPS) has been set up. This group is open to other RTPs, local authorities or third parties who are looking to develop MaaS apps within their region.</p> <p>BB highlighted that ComoUK are planning to set up a cohort to lobby Transport Scotland regarding DRT and invites to a seminar in July should be sent to everyone by ComoUK. If anyone does not get an invite, please contact Brian Butler.</p>	All
7.	A Regional Approach to EV Strategies: Discussion Paper	
	<p>TF outlined the purpose of the discussion paper and explained the potential for efficiencies is by working collaboratively across the region in relation to EV charging strategies and in particular infrastructure, procurement and promotion of take up.</p> <p>TF mentioned the £80k grant that has been allocated to each local authority and asked the group if they have started the process of putting together proposals to deliver the strategy.</p> <p>TF explained that SEStran will work with partners in SEStran area to assess trajectory across the region.</p> <p>TF highlighted that there is a GB Energy Policy consultation and encouraged the group to provide feedback before it closes on 2nd August 2023.</p>	

	<p>LD informed the group that Clacks & Forth Valley received a grant for £60k last year. Forth Valley are currently developing their EV strategy and the draft should be ready by the end of June. Falkirk & Clacks are going into partnership to develop a concession model. LD also mentioned that they are looking to employ an officer from the Sft funding who will be involved in running the EV strategy.</p> <p>SK requested to see EV strategies from other councils and is keen to work with other councils in the region.</p>	All
8.	Active Travel 2024/2025	
	<p>PJ explained that there is an increase in Active Travel funding for 2024/25. PJ provided the background and explained that the focus has shifted to a regional vision of how the connected network would look. PJ further explained this approach was based on outcomes rather than output.</p> <p>PJ explained that SEStran used a single provider – ARUP who in 2019/20 undertook a desktop review, conducted site audits and engaged with various stakeholders. Through this process, a strategic network was developed with the purpose of producing a pipeline of routes across the region which could be phased into delivery as funding became available.</p> <p>PJ outlined the multi criteria assessment and highlighted the additional benefits from socio-economic factors.</p> <p>PJ explained the work programme from years 1-3.</p> <p>PJ outlined the stages of the new arrangements for project funding applications. PJ highlighted the funding output from Active Travel Transformation Fund (ATTF) set for this year with a number of authorities having received funding. PJ posed the question of how SEStran can support partners with multi-year projects using the strategic network to take things forward. PJ also mentioned that SEStran have looked again at the multi criteria assessment and have reassessed some of the routes from 2019. This reassessment has been done by investigating to see if there is data available to support routes being rephased and changing the ordering of them. SEStran may look at doing this for the wider route network.</p> <p>BB highlighted that Transport Scotland are going to prioritise schemes which form part of a designed and approved network and expressed the importance of working in collaboration with local authority partners.</p>	

9.	Freight Update	
	Due to time restrictions, this item was not presented. It will be the first item on the Agenda for next Chief Officers meeting on 23 rd August 2023.	
10.	Scotrail Update	
	<p>SP provided an update on rail performance in terms of demand recovery. The main points for noting:</p> <ul style="list-style-type: none"> • Revenue and journeys levels during peak travel times are lower now than before the pandemic • Off peak travel is growing • 1.5 million journeys less than before the pandemic • Loss of a large amount of commuters <p>DB provided an update on Integration. DB explained that Scotrail is improving the information flow and communication with bus operators across Scotland. The aim is to share information as early as possible. DB confirmed that May 2023 timetable changes were advised to bus operators and local authorities in March 2023 and going forward, future timetable changes will be communicated.</p> <p>GJ enquired if the 6-month pilot scheme about to be launched which will remove peak travel fare will be extended if it proves to be successful. SP explained that the scope of the trial as well as the roles and responsibilities of the different parties involved are still being finalised.</p> <p>PF asked if there will be capacity to accommodate more passengers with the 20% car km reduction initiative. SP explained that the decarbonisation programme where two thirds of the fleet will be replaced will enable Scotrail to accommodate more passengers.</p> <p>LD requested the equivalent figures for Clackmannanshire and Stirling. KF will forward relevant slides to LD.</p> <p>RB asked if there was a daily chart to show peak and trough hours. SP will forward this information to RB.</p> <p>RB enquired about train station car parking. SP confirmed that Scotrail had produced a Car Parking Strategy prior to the pandemic. SP also explained that Sustainable Access to Stations strategy has been developed. The aim is to increase access by sustainable modes.</p>	
11.	AOCB	
	There was no AOCB.	
12.	Date of Next Meeting	
	The proposed date of the next meeting is scheduled for 2:00pm on Wednesday 23 rd August 2023.	