

# Partnership Board

10am, Friday 15<sup>th</sup> March 2024

Hybrid meeting (Microsoft Teams and Dean of Guild Room, City Chambers, Edinburgh)



South East  Scotland  
Transport Partnership



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Transport Partnership

# Agenda

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2	Apologies		
3	Declarations of Interest		
Item	Agenda A – points for discussion	Page No's	Slide No's
A1	Minutes – FOR APPROVAL (a) Partnership Board – Friday 1 <sup>st</sup> December 2023 (b) Performance and Audit Committee – Friday 1st March 2024	6 12	5-6
A2	Finance Reports – FOR APPROVAL Reports by Richard Lloyd-Bithell, Treasurer / presented by Iain Shaw (a) Revenue Budget 2024/25 and Indicative Financial Plan 2025/26 to 2026/27 (b) Annual Treasury Management Strategy (c) Finance Officer's Report	17 27 29	8 9 10

# Agenda

Item	Agenda A – points for discussion (continued)	Page No's	Slide No's
A3	Partnership Director's Update – FOR DISCUSSION AND NOTING Presentation by Brian Butler, Partnership Director		11-15
A4	Grant Standing Orders – FOR APPROVAL Report by Michael Melton	35	16-20
A5	Active Travel Behaviour Change – People and Place Programme Grant Process – FOR APPROVAL Report by Michael Melton	44	21-40
A6	GoSEStran: Future Approach – FOR APPROVAL Report by Andrew Ferguson and Hattie James	69	41-45
A7	Develop to Deliver – FOR DISCUSSION AND NOTING Report by Brian Butler	76	46-48
A8	Date of Next Meeting The date of the next meeting is <b>10:00am on Friday 21st June 2024</b>		

# A1: Minutes of previous meetings



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For Approval

(a) Partnership Board – Friday 1<sup>st</sup> December 2023

(b) Performance & Audit Committee – Friday 1<sup>st</sup> March 2024

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## A2: Finance Reports

Reports by Richard Lloyd-Bithell, Treasurer

- (a) Revenue Budget 2024/25 and Indicative Financial Plan 2025/26 to 2026/27
- (b) Annual Treasury Management Strategy
- (c) Finance Officer's Report

## **Revenue Budget 2024/25 and Indicative Financial Plan 2025/26**

- Report presents a revenue budget for 2024/25 *for approval* and
- an update of the indicative financial plan for 2025/26 *for noting*.
- Report reviewed by Performance and Audit Committee on 1<sup>st</sup> March 2024.
- No change in constituent council requisitions and Scottish Government grant.
- 2023 LPF Actuarial Valuation-reduction of 6.3% in employer contribution rate for 2024/25 (£33,000).
- Partnership holds an unallocated General reserve of £49,000 (5% of the core revenue budget).
- Funding from Transport Scotland for Active Travel Behaviour Change and Access to Bikes Programme not yet included in budget - pending funding confirmation and Programme spending decisions. Further update will be provided to the Partnership.



## Treasury Management Strategy

The report proposes a Treasury Management Strategy for 2024/25 *for approval*.

- The Partnership maintains its bank account as part of the City of Edinburgh Council's group of bank accounts;
- Although investment return is modest, the Partnership benefits from the security of its counterparty exposure being with the City of Edinburgh Council.

## Finance Officer's report

Report presents third update on the financial performance of the Partnership's Core and Projects budgets for 2023/24 *for noting*.

- Core expenditure is forecast to be £68,000 less than budget.
- Projects expenditure is forecast to be £82,000 less than budget.
- The Partnership has an unallocated General Fund Reserve of £49,000.
- The forecast Core budget underspend of £68,000 and Projects budget slippage of £82,000 will be managed through the Partnership's Reserves Policy.



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# A3: Partnership Director's Update

by Brian Butler

# Updates from Performance and Audit Committee held on 1<sup>st</sup> March 2024

Reminder of agreed process

- P&A to provide scrutiny and refer concerns / recommendations to the Partnership Board

External Audit Plan: approved by P&A and referred to the Board for noting – plan included in B agenda

Projects Update: approved by P&A; no concerns raised – tracker included in B agenda

# Funding

## People and Place (Active Travel Behaviour Change and Access to Bikes) Programme

- Items A4 and A5 provide detail
- £5.3m fund
- But this incorporates and replaces £400k+ of typical in-year funding
- And money is ring-fenced for investment in Active Travel

## Existing funding challenges remain

- Other funding remains uncertain e.g. Community Bus Fund, Bus Partnership Fund, Active Nation funding etc
- Innovation funding
- Real focus on proactively seeking funding for high priority activities
- Council Requisitions
- Internal Audit focussing on Financial Sustainability

# Updates on progress of key strategies

## **Regional Bus Strategy**

- Consultants appointed
- Current state analysis
- Provisions on Transport (Scotland) Act 2019
- Report in c. 3 months

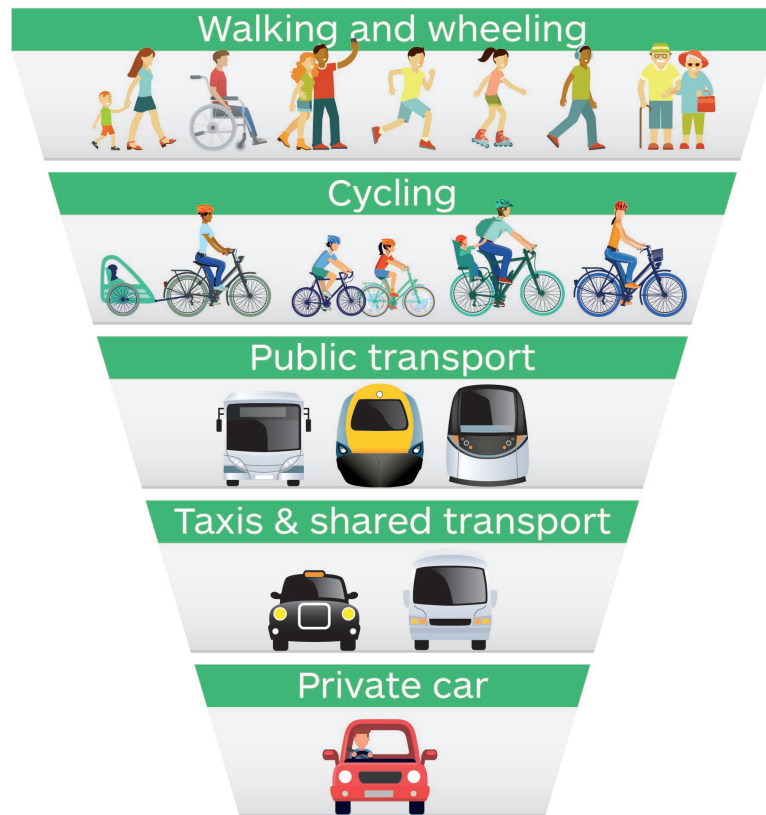
## **Regional Electric Vehicle Charging Infrastructure Strategy**

- Close collaboration with ESESCRD, Clacks, Falkirk, and Dumfries and Galloway (SWestrans)
- Governance being established
- Approval of Programme Initiation Document in April
- Report to Partnership Board in June

## **Travel to Healthcare**

- Presentation to Board in December 2023
- Will report to Equalities and Access to Healthcare Forum
- Priority action areas and stakeholder liaison being drawn up
- Bid to DfT's Rural Accelerator fund with UrbanTide and NHS Assure

## Prioritising Sustainable Transport



## Scottish Government Climate Change Commitment

- Reduce car kms by 20% by 2030
- Reduce unnecessary journeys...the 20 minute neighbourhood?
- Make alternatives to the car more attractive
  - Active travel
  - Public transport
- Make car use less attractive
- Decarbonise remaining car journeys

# A4: Grant Standing Orders

by Michael Melton

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## Overview

- New Grant Standing Orders are proposed to be added to SEStran's governance scheme to provide clear roles and responsibilities in the distribution of grants
- The Grant Standing Orders are based on those used by City of Edinburgh Council, and have been reviewed by SEStran's solicitors

## Delegations (non-Local Authorities)

Grant Funding Pot Value	Individual Grant Value	Open/Closed round	Eligibility Criteria Approval	Assessment Process Approval	Award of grant Approval
Under £50k	Under £50k	Either	Partnership Director	Partnership Director	Partnership Director
Any	Up to £100k	Open	Board	Board	Partnership Director
Any	£100k-£1mil	Open	Board	Board	Partnership Director (on advice of a Panel)
Any	£1mil-£3mil	Open	Board	Board	P&A (on advice of a Panel)
Any	£3mil+	Open	Board	Board	Board (on advice of a Panel)

## Delegations (Local Authorities)

Grant Funding Pot Value	Individual Grant Value	Open/Closed round	Eligibility Criteria Approval	Assessment Process Approval	Award of grant Approval
Any	Up to £1mil	Closed	Partnership Director	Partnership Director	Partnership Director
Any	£1mil-£3mil	Closed	Board	Board	P&A
Any	£3mil+	Closed	Board	Board	Board

## Recommendation

- The Partnership Board is asked to approve the Grant Standing Orders as presented at Appendix 1 of the paper.
- Approve subsequent changes to SEStran's Governance Scheme committee remit sections for the Board and Performance and Audit Committee to state their roles in the approval of grants in line with the Grant Standing Orders.

# A5: Active Travel Behaviour Change – People and Place Programme Grant Process

by Michael Melton

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## Active Travel Behaviour Change Overview

- Active Travel Behaviour change delivery covers a wide range of interventions associated with encouraging people to make journeys by walking, wheeling or cycling
- For the purposes of this programme, it doesn't include the delivery of physical infrastructure development such as shared use paths and segregated cycleways
- The delivery of Active Travel Behaviour Change has involved a complex funding landscape with a wide range of partners from national delivery organisations to local community groups.

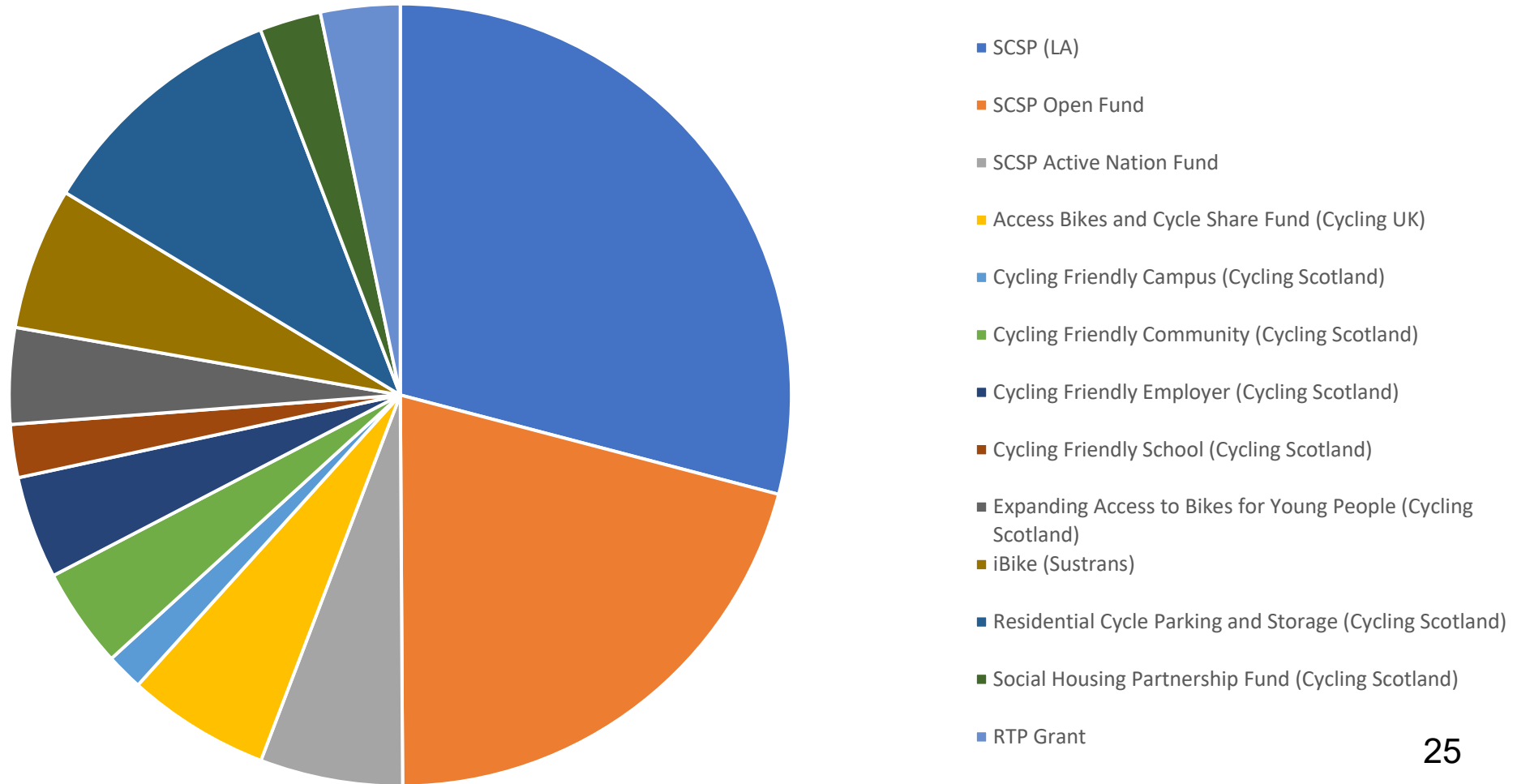
# Past and future delivery model

## Current Model

- TS fund active travel delivery partners, who:
  - Distribute funds via grants to LAs
  - Distribute funds via grants to community groups
  - Deliver some interventions directly themselves
- This has often resulted in:
  - A lack of local control over what is delivered
  - A lack of coordination and overall strategic direction at a local and regional level
  - A lack of awareness of what is being delivered and by whom
  - A complex landscape of funding pots and potential for project overlap



# Regional Funding Context



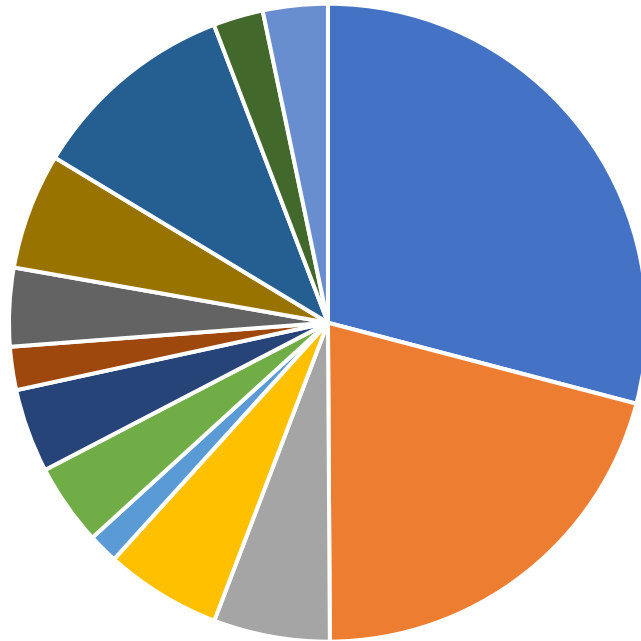
## New Funding Model

- Ensure local interventions align with local, regional and national policy and priorities
- Projects must fit around the 4 themes identified by TS
  - Schools and young people
  - Workplaces
  - Accessibility and inclusion
  - Capacity and capability building
- Funding is only for active travel behaviour change measures
- Measures should complement existing infrastructure
- Strong focus on generating modal shift for utility journeys

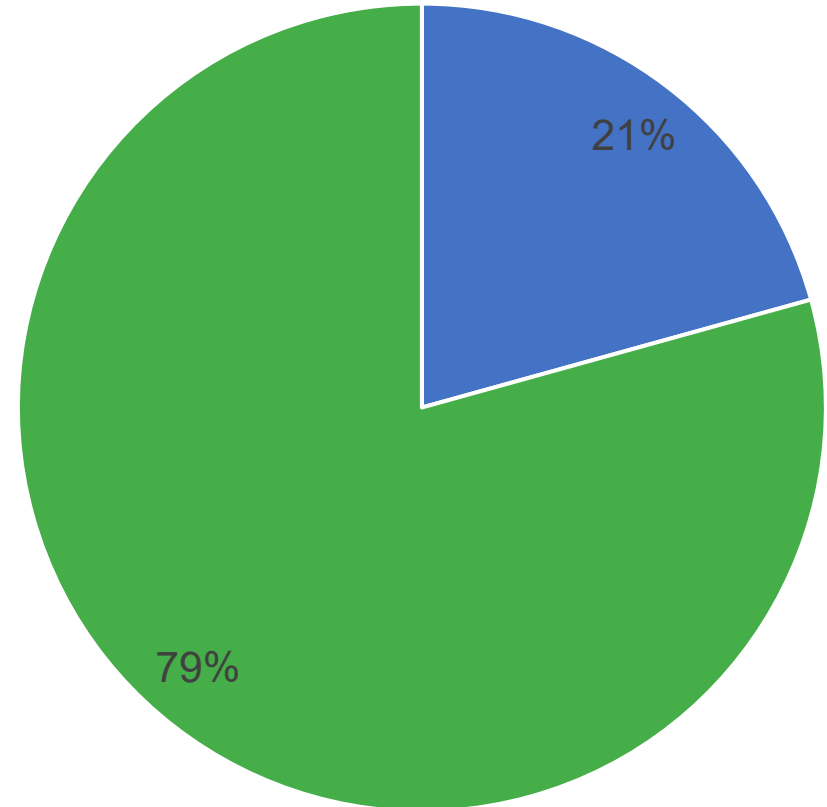
## New Funding Model

- RTPs will receive funding direct from TS - SEStran allocation is £5.33million, 40/60 revenue/capital
- In addition, TS have intention to provide:
  - Direct funding to LAs, likely in line with current SCSP allocation
  - Small transition fund for 24/25 to replace SCSP open fund

# New Funding Model



- SCSP (LA)
- SCSP Active Nation Fund
- Cycling Friendly Campus (Cycling Scotland)
- Cycling Friendly Employer (Cycling Scotland)
- Expanding Access to Bikes for Young People (Cycling Scotland)
- Residential Cycle Parking and Storage (Cycling Scotland)
- RTP Grant
- SCSP Open Fund
- Access Bikes and Cycle Share Fund (Cycling UK)
- Cycling Friendly Community (Cycling Scotland)
- Cycling Friendly School (Cycling Scotland)
- iBike (Sustrans)
- Social Housing Partnership Fund (Cycling Scotland)

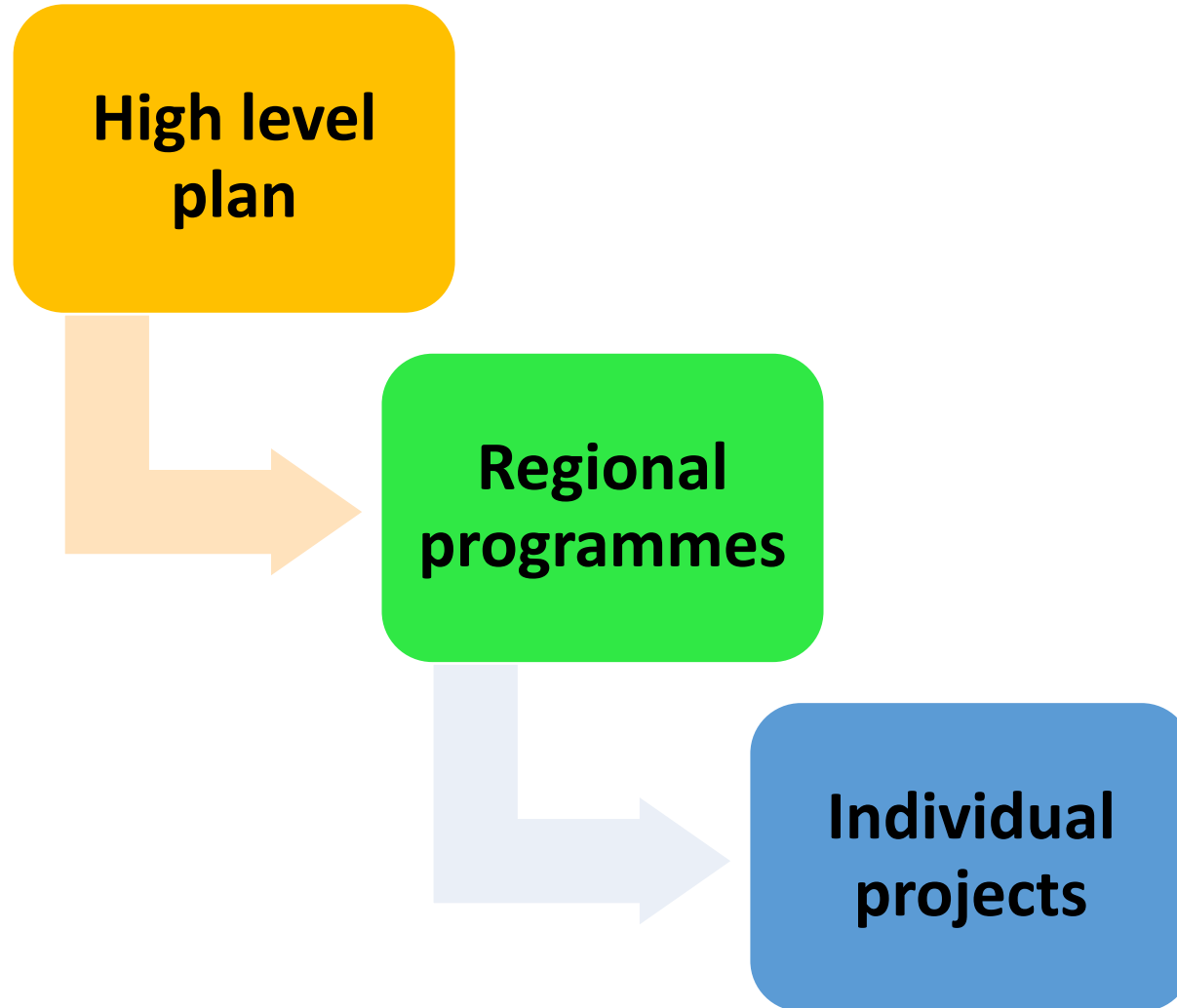


- LA Direct Grant
- Regional Funding

# The Regional Plan

## Opportunities of the Regional Plan

- Move from a grant, supply driven model to a collaborative, demand led model
- Take a strategic overview to shape and drive behaviour change in the region to align interventions with local, regional and national priorities
- To drive coordination/knowledge sharing across the region and between regions
- To centrally deliver some interventions that are common across LA areas



# The Regional Plan

## Capacity and Capability

- Behaviour change strategy development support for 2 LAs
- Programme and project level monitoring costs (about 10% of the total budget)
- Support to build on the regional approach for 25/26 onwards
- SEStran PM costs and a regional approach to capability building



# The Regional Plan

## Schools and Young People

- 8 intensive and tailored school engagement projects across the region
- A wider programme of work to support a range of interventions across other schools in the region
- (An access to bikes for young people programme to support the above)

# The Regional Plan

## Workplaces

- Intensive and tailored interventions in 2 workplaces as a post-Covid pilot programme
- A wider programme of work to support a range of interventions across other workplaces in the region
- A regional promotional campaign/challenge for the region

# The Regional Plan

## Accessibility and Inclusion

- A programme of street audits and barrier removal
- Support for new and existing active travel hubs across three programmes
- A wider programme of work to support a range of other community focused interventions in the region
- A community access to bikes programme & work on bike share
- A regional behaviour change campaign

# Delivering the Plan

## Local Authority Delivery

- Over 150 interventions proposed
- Remove those that are ineligible or are being funded nationally
- Break what is left down by programme
- Prioritise within the programmes based on:
  - Measurable impact
  - Deliverability within 2024/25
  - Location (both ensuring a geographic spread and tie ins with existing infrastructure)

## Third Party Delivery

- A two stage model
- First stage as Expression of Interest, allowing us to essentially test the market and give feedback/encourage collaboration between organisation
- Second stage as a formal grants process in line with the regional programmes, subject to Board approval

## Next Steps

- Open grant fund – w/c 18<sup>th</sup> March (subject to Board approval)
- TS Accountable Officer Sign Off - mid/late March
- Board approval of revised budget – late March
- Close grant fund – w/c 1<sup>st</sup> April
- Delivery of the plan - April onwards
- Issue grant awards – w/c 15<sup>th</sup> April

## Recommendation

- Note and discuss the content of this report and the People and Place Plan at Appendix 1, with revised programme budgets in Appendix 2
- Approve the eligibility criteria and assessment process for the £2,318,561 People and Place Grant Fund at Appendix 3 in line with the Grant Standing Orders, and delegate authority to the Partnership Director to vary the total value of the People and Place Grant Fund by up to 10% in line with the 24/25 budget and the total People and Place Plan budget.

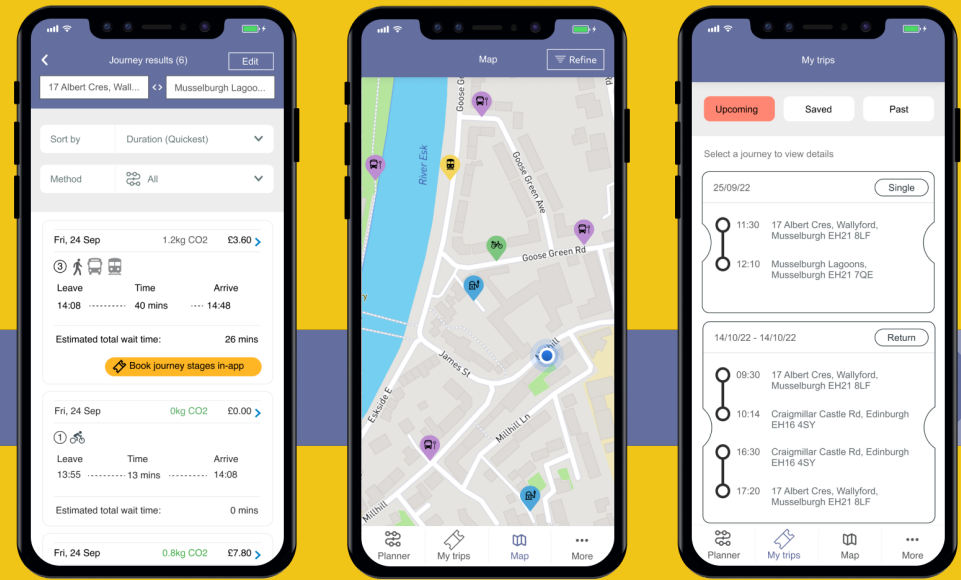


# A6: GoSEStran Future Approach

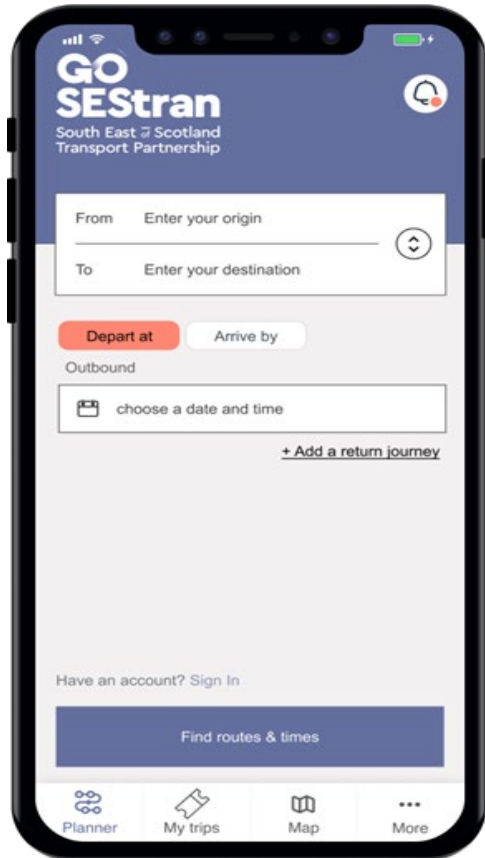
Report by Andrew Ferguson and Hattie James

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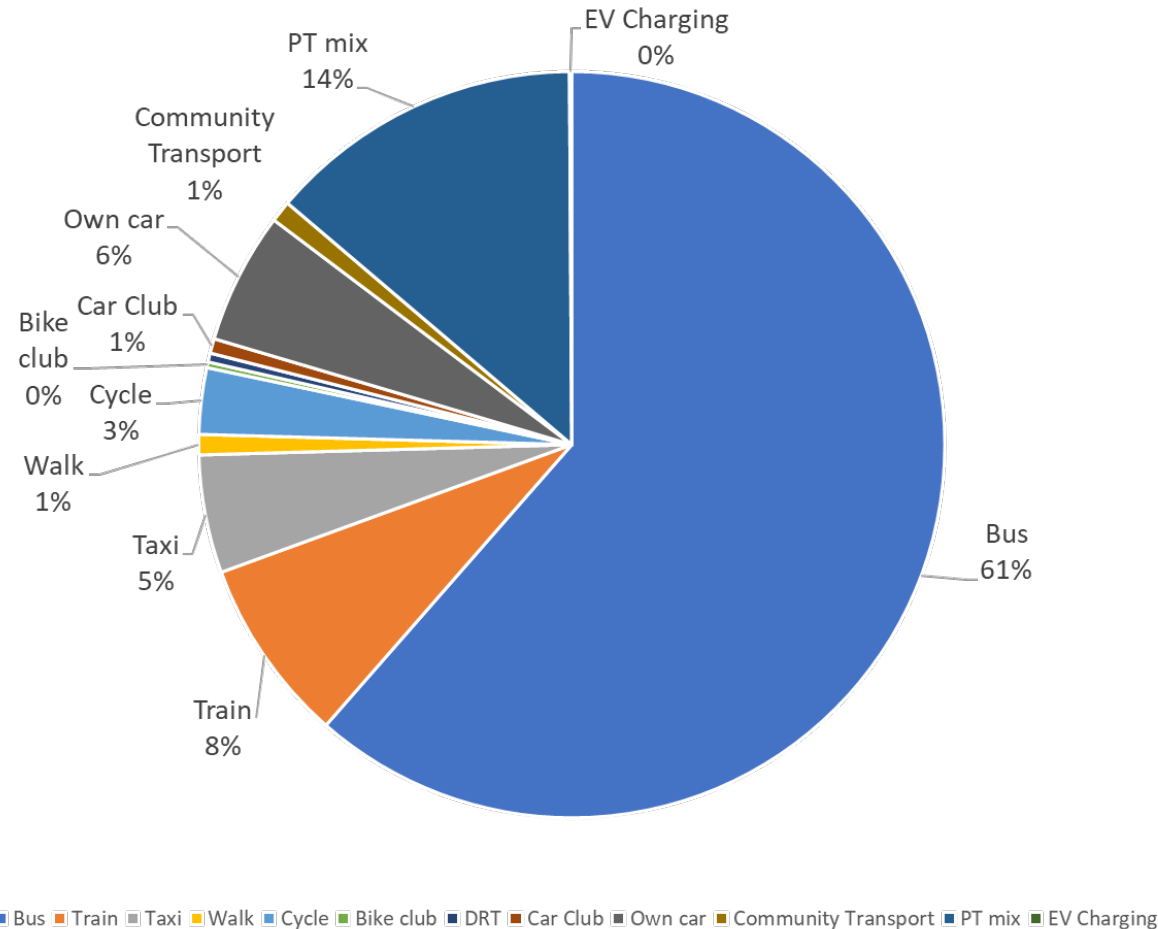
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# The GoSEStran Pilot: the story so far



- The GoSEStran pilot of a Mobility as a Service app has been running since July 2022. It now has 3800 users. It shows potential in shifting people into more sustainable modes of transport.
- Close working with Tactran, but many organisations interested in working together, including SPT, St Andrews University, Perth & Kinross and City of Edinburgh Councils.
- Current licence with Ember is up to 31<sup>st</sup> March.
- No long-term funding or resources committed to MaaS, so decision to be made on future approach...



- Six month extension can be funded by Transport Scotland.
- Staying with the same contractor carries procurement risks.
- SEStran has managed the contract for itself and Tactran since the Licence was shared: this will continue to cause resource issues unless things change.
- No certainty that we can secure long term funding – recommendation would be that we should push for a three year contract.
- Not proceeding carries the risk that SEStran is no longer at the forefront of MaaS, in which Scotland is leading the way.

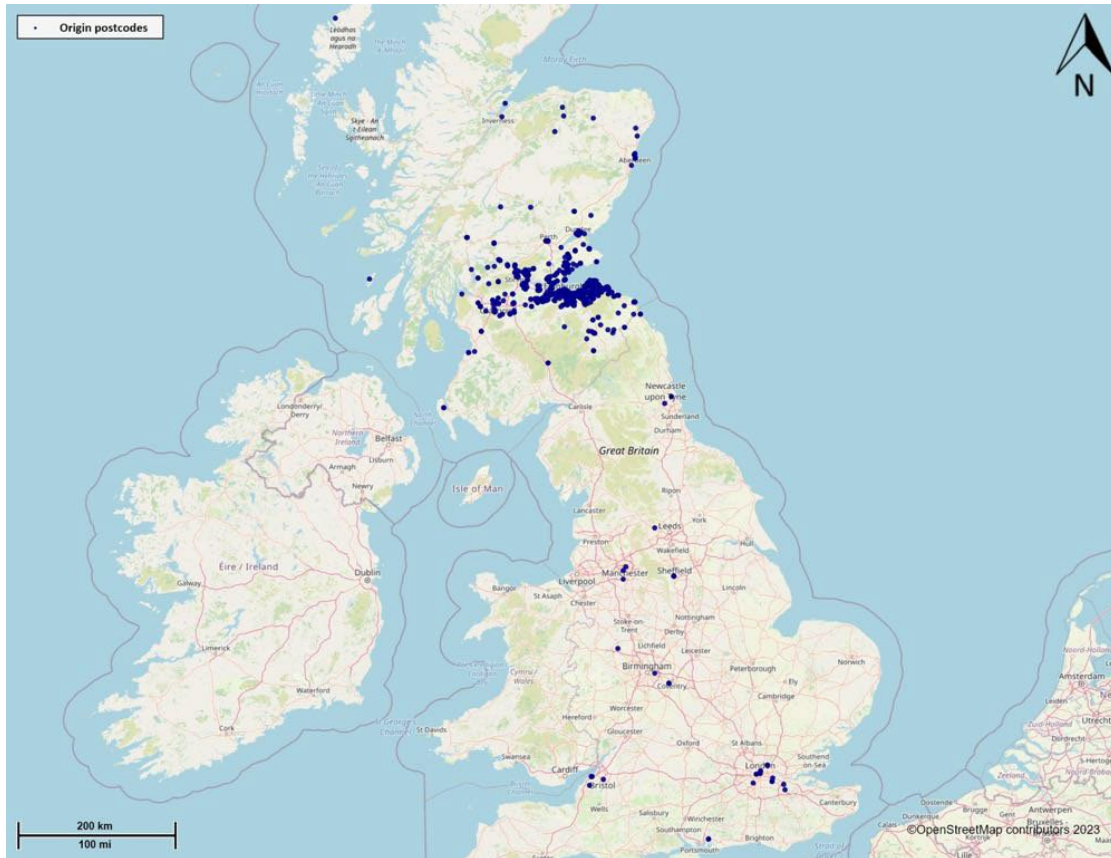
## Recommendations (1)



Note the risks and opportunities for SEStran in relation to the continuation of the GoSEStran MaaS project;

Subject to the above, agree to SEStran continuing to participate in a procurement exercise in partnership with Tactran and other IMPs partners, and entering into such licence and other agreements as are necessary to secure the continuation of the GoSEStran and other IMPs partners apps, subject always to appropriate levels of funding being secured;

## Recommendations (2)



Note that a report detailing the outcome of the funding bids and, if appropriate, the procurement exercise, will be put to the September Board.

It is proposed that progress against the following key success criteria will be reported to the Partnership Board in September. If any of the criteria have not been met, then officers will recommend that SEStran withdraws from the MaaS pilot.:

1. Long term funding committed (at least 3 years)
2. Successfully concluded procurement exercise to confirm future partners
3. Service Level Agreement in place with Tactran and other IMPs partners to confirm responsibilities, including project management.

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## A7: Develop to Deliver

Report by Brian Butler

# Background to Report

Current transport governance model in Scotland is not fit for purpose

Reviews since 2015 have established a case for change but have not led to change

RTPs jointly revisited Develop to Deliver Report from 2015

Recommends enhanced role for RTPs

Aligns with Transport Scotland need to devolve work, and with Verity House agreement

The report will lead to a number of actions – mainly around dialogue with TS and other stakeholders

Well received by the Cabinet Secretary for Transport

If approved, will be shared with CoSLA and SCOTS

## Key focus areas

1. Co-ordinating action on reducing emissions
2. Delivering more effective and transparent, delivery-focused governance and roles and responsibilities
3. Transforming active travel
4. Helping make public transport more affordable
5. Seizing the opportunity to ensure the true alignment of strategic transport and land use planning
6. Working in partnership to Improve transport access to health and social care
7. Ensuring our islands are better connected
8. Delivering for the freight sector
9. Promoting and delivering Demand Responsive Transport and Mobility as a Service
10. Sustaining air services



# A8: Date of next meeting

10:00am on Friday 21<sup>st</sup> June 2024

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