

## **SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP**

**Meeting of Friday, 13 December 2019 at 10.30am, Cargen Tower,  
Garroch Business Park, Dumfries, DG2 8PN**

### **Members of the Board**

<b>Andrew Wood</b> (Chair)	- Dumfries and Galloway Council
<b>David Bryson</b> (Vice-Chair)	- NHS Dumfries and Galloway
<b>Richard Brodie</b>	- Dumfries and Galloway Council
<b>John Campbell</b>	- Dumfries and Galloway Council
<b>Adam Wilson</b>	- Dumfries and Galloway Council
<b>Ronnie Tait</b>	- Dumfries and Galloway Council
<b>Vacant</b>	- Scottish Enterprise

### **Future Meetings**

**24 January 2020**

**20 March 2020**

**19 June 2020**

**Douglas Kirkpatrick**

Lead Officer, South West of Scotland Transport Partnership

## **SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP**

**Meeting of Friday, 13 December 2019 at 10.30am, Cargen Tower,  
Garroch Business Park, Dumfries, DG2 8PN**

- 1. SEDERUNT AND APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES OF MEETING ON 20 SEPTEMBER 2019 – FOR APPROVAL**
- 4. BOARD MEMBERSHIP UPDATE – Recommendation – note the update provided on board membership as detailed in paragraphs 3.1 to 3.8.**
- 5. REVENUE BUDGET MONITORING REPORT 2019/2020 FOR THE PERIOD ENDING 30 NOVEMBER 2019 – Recommendation - note the forecast outturn for the revenue budget as at 30 November 2019.**
- 6. CAPITAL EXPENDITURE PROGRAMME 2019/20 TO 2021/22 - UPDATE – Recommendation – note the update provided on progress with the Capital Expenditure Programme 2019/20.**
- 7. RAIL UPDATE – Recommendations – (i) note the update on rail matters; and (ii) agree to reconvene the Lockerbie Station Liaison Group.**
- 8. CLIMATE CHANGE DUTIES – REPORTING 2018/19 - Recommendations - (i) note the summary provided of the information for inclusion in the 2018/19 Climate Change Duties Report for SWeststrans; and (ii) note that officers completed the 2018/19 Climate Change Duties Report for SWeststrans and submitted it to the Sustainable Scotland Network by the deadline 30 November 2019.**
- 9. CONSULTATION: BIG CLIMATE CONVERSATION - THE ROLE OF PUBLIC SECTOR BODIES IN TACKLING CLIMATE CHANGE – Recommendation - note the response to the ‘Big Climate Conversation: The role of Public Sector Bodies in tackling climate change’ consultation as shown in Appendix 2.**
- 10. ANY OTHER BUSINESS WHICH THE CHAIRMAN MAY DECIDE IS URGENT DUE TO THE NEED FOR A DECISION**

**It is recommended that Members of the South West of Scotland Transport Partnership Board agree to consider the following item of business in private and exclude the Press, members of the public and Observers from the meeting given the report contains confidential or exempt information in respect of paragraphs 1, 6, 8, 9 and 10 of Schedule 7A of the Local Government (Scotland) Act 1973.**

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**11. LOCAL BUS SERVICES - CONTRACTS** – Recommendation – Members of the Board are asked to consider the recommendations as set out in the report (to be circulated separately to members of the Board only).

Douglas Kirkpatrick  
Lead Officer  
South West of Scotland Transport Partnership

Claire Rogerson  
Secretary to the Board  
South West of Scotland Transport Partnership

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## SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP

Meeting of Friday 20 September 2019  
at 10.30am, Cargen Tower, Garroch Business Park, Dumfries, DG2 8PN

### Present

### Members

<b>Andrew Wood</b> (Chairman)	-	Dumfries and Galloway Council
<b>David Bryson</b> (Vice-Chairman)	-	NHS Dumfries and Galloway
<b>Richard Brodie</b>	-	Dumfries and Galloway Council
<b>Ian Carruthers</b> (substitute)	-	Dumfries and Galloway Council
<b>Alistair McKinnon</b>	-	Scottish Enterprise
<b>Sean Marshall</b> (substitute)	-	Dumfries and Galloway Council
<b>Adam Wilson</b>	-	Dumfries and Galloway Council

### Officials and Advisers

<b>Douglas Kirkpatrick</b>	-	Lead Officer
<b>Claire Rogerson</b>	-	Secretary to the Board
<b>Josef Coombey</b>	-	Policy and Projects Officer
<b>Janet Sutton</b>	-	Finance Officer

### Apologies

<b>John Campbell</b>	-	Dumfries and Galloway Council
<b>Davie Stitt</b>	-	Dumfries and Galloway Council

### Observers

<b>Christopher Bradberry Craig</b>	-	Thornhill Station Action Group
<b>June Hay</b>	-	Outdoor Access Forum
<b>Hugh McCreadie</b>	-	Lochside and Woodlands Community Council
<b>Frazer Smith</b>	-	Stagecoach Scotland
<b>Graham Whiteley</b>		

### In Attendance

<b>Martin Brown</b>	-	Beattock Station Action Group
<b>Ron McLean</b>	-	Beattock Station Action Group
<b>Colin Smyth MSP</b>		

## 1. SEDERUNT AND APOLOGIES

7 Board Members present and 2 apologies, noting that Sean Marshall was attending as a substitute on behalf of Davie Stitt and Ian Carruthers was attending as a substitute on behalf of John Campbell.

The Chair on behalf of the Board thanked Alistair McKinnon for his contribution over many years to the SWestrans Board and wished him well in whatever he went on to do next.

## 2. DECLARATIONS OF INTEREST

2.1 Andrew Wood declared an interest in item 7 – Stag Appraisals by virtue of the fact that Thornhill Station was in his ward as a councillor of Dumfries and Galloway Council but determined his interest was such that there was no requirement for him to leave the meeting for consideration of this matter.

2.2 Sean Marshall declared an interest in item 7 – Stag Appraisals by virtue of the fact that he was a member of the Eastriggs Station Action Group but determined that his interest was such that there was no requirement for him to leave the meeting for consideration of this matter.

2.3 Richard Brodie declared an interest in item 7 – Stag Appraisals by virtue of the fact that Eastriggs Station was in his ward as a councillor of Dumfries and Galloway Council but determined his interest was such that there was no requirement for him to leave the meeting for consideration of this matter.

## 3. MINUTE OF MEETING OF 28 JUNE 2019

### Decision

**APPROVED.**

## 4. REVENUE BUDGET MONITORING REPORT 2019/20 FOR THE PERIOD ENDING 31 AUGUST 2019

### Decision

The Board **NOTED** the forecast outturn for the revenue budget as at 31 August 2019.

## 5. REPORT BY EXTERNAL AUDIT ON THE 2018/19 AUDIT OF SOUTH WEST SCOTLAND TRANSPORT PARTNERSHIP

### Decision

The Board:

5.1 **AGREED** to receive the external auditors' report on the 2018/19 audit as detailed in Appendix 1 of the report;

5.2 **NOTED** that no issues have been identified in the course of the audit which have impacted on the fairness of the financial statements submitted for audit; and

5.3 **NOTED** that the audited accounts will be certified by the Treasurer and Grant Thornton after the meeting.

## 6. CAPITAL EXPENDITURE PROGRAMME 2018/19 OUTTURN REPORT

### Decision

The Board:

6.1 **NOTED** the upgrade provided on the progress with the Capital Expenditure Programme 2019/20;

6.2 **AGREED** a virement of £10K is made from the STAG Studies element to the Active Travel Projects element of the programme;

6.3 **NOTED** the advice from Dumfries and Galloway Council that the £150K contribution to the Dumfries and Galloway Royal Infirmary mitigation work is not required this financial year;

6.4 **AGREED** a virement of £150K from the Active Travel Projects to the Purchase of Accessible Buses element of the programme; and

6.5 **AGREED** that work is undertaken to bring back a future report on the possible options for short paths to be taken forward which would include a couple of project examples, with details on liabilities, social value, need versus cost.

## 7. STAG APPRAISALS

The Chair on behalf of the Board thanked Josef Coombey, Policy and Projects Officer, and all three Station Action Groups for Beattock, Moffat and Thornhill for their support in progressing the STAG appraisals.

### Decision

The Board:

7.1 **NOTED** the final STAG Reports for Beattock, Moffat, Eastriggs and Thornhill areas; and

7.2 **AGREED** that all three final STAG reports, for Moffat, Eastriggs and Thornhill would be submitted to Transport Scotland for assessment to get on the investment "pipeline" (noting that recent Transport Scotland documents suggest that no major

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transport infrastructure investment decisions will be made prior to the Strategic Transport Projects Review being concluded).

## 8. RAIL UPDATE

### Decision

The Board:

8.1 **NOTED** and welcomed the award of a grant from Transport Scotland's Local Rail Development Fund to complete the Initial Appraisal: Case for Change stage of a multimodal transport appraisal; in line with Scottish Transport Appraisal Guidance (STAG) which will look at transport problems and opportunities in Kirkconnel;

8.2 **AGREED** that authority to award contracts relating to completion of the Kirkconnel Initial Appraisal: Case for Change be delegated to the Lead Officer in consultation with the Chair and Vice-Chair; and

8.3 **NOTED** the announcement of First Trenitalia as the successful bidder to operate the West Coast partnership, which will start in December 2019.

## 9. NATIONAL TRANSPORT STRATEGY – DRAFT FOR CONSULTATION

### Decision

The Board:

9.1 **NOTED** the publication of the National Transport Strategy (NTS2) a Draft for Consultation; and

9.2 **AGREED** the SWestrans response to the National Transport Strategy (NTS2) a Draft for Consultation as shown Appendix 2 of the report.

## 10. SOUTH WEST SCOTLAND – INITIAL APPRAISAL: CASE FOR CHANGE

### Decision

The Board **AGREED** the SWestrans response to the Draft Report “ South West Scotland Transport Study Initial Appraisal: Case for Change”.

## 11. ANY OTHER BUSINESS WHICH THE CHAIRMAN MAY DECIDE IS URGENT DUE TO THE NEED FOR A DECISION

### Decision

The Board **NOTED** that there was no item of business deemed urgent by the Chairman due to the need for a decision.

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**PROCEDURE** - The Board **AGREED** to consider the following items of business in private and exclude the Press, members of the public, observers from the meeting given that the reports contained confidential or exempt information in respect of paragraphs 6,8, and 9 of Schedule 7A of the Local Government (Scotland) Act 1973.

## **12. EXTERNAL BOARD MEMBER – LOCAL ENTERPRISE AGENCY**

Report summary – This report advised the board of an impending vacancy and sought direction from the Board on which organisations should be approached.

### **Decision**

The Board:

12.1 **NOTED** that Alistair McKinnon would be stepping down as the Scottish Enterprise representative on the SWestrans Board with effect from 30 September 2019; and

12.2 **AGREED** that Scottish Enterprise should be approached regarding representation on the SWestrans Board, noting that this may be an interim arrangement pending the new South of Scotland Enterprise Agency being established.

## **13. LOCAL BUS CONTRACTS**

Report summary - This report updated the Board on the replacement of local bus services due to expire in April and August 2020. The report also informed the Board of the proposed Transformation Event being held by Dumfries and Galloway Council on 'Public Transport and Travel' on 29 October 2019 and sought agreement to a position statement from SWestrans to inform this event.

### **Decision**

The Board:

13.1 **NOTED** the update on the replacement of local bus services due to expire in April and August 2020; and

13.2 **AGREED** that a position statement from SWestrans would be provided to inform the Transformation Event being held by Dumfries and Galloway Council on 29 October 2019 based on the key points highlighted in paragraph 6.2 of the report.

## BOARD MEMBERSHIP UPDATE

### 1. Reason for Report

1.1 This report provides an update on board membership following a review of outside body nominations by Dumfries and Galloway Council on 26 September 2019.

1.2 It also provides an update following the decision taken by the board at its meeting on 20 September 2019 regarding the vacancy for a local enterprise agency member as a result of Alistair McKinnon stepping down from the board at end of September 2019.

### 2. Background

2.1. The Regional Transport Partnerships (Establishment, Constitution and Membership) (Scotland) Order 2005 Schedule 2 – Constitution and Membership of Partnerships, provides the guidance for membership of the SWestrans Board.

2.2 The guidance provides for Dumfries and Galloway Council to appoint 5 board members and 5 substitute board members. There is provision for two external board members – one from the NHS and one from the local enterprise agency.

2.3 All the positions on the SWestrans Board are excluded positions under the terms of the Gender Representation on Public Boards (Scotland) Act 2018.

### 3. Considerations

#### Representation from Dumfries and Galloway Council

3.1 On 26 September 2019, the Council reviewed some of its nominations to outside bodies which included SWestrans. It was agreed that appointments to SWestrans from the Council be appointed on a proportionate basis by the Political Groups of the Council. For the avoidance of doubt, it was left up to each Political Group to appoint whichever Member of the Council it felt most appropriate.

3.2 Therefore, changes to SWestrans membership can now be made by the Political Groups of the Council on that basis.

3.3 Immediately following 26 September 2019 there was one change in members appointed by the Council, with the board being: Andrew Wood, John Campbell, Richard Brodie, Adam Wilson and Graham Nicol. There was also changes to the substitutes with Katie Hagmann joining the Board for the first time. The others were Davie Stitt, Ronnie Tait, Ian Carruthers and Jim McColm.

3.4 Following the sad passing of Graham Nicol in October 2019 there was a further change in board membership with the conservative group nominating Ronnie Tait as their board member (moving up from a substitute). There remains a vacancy for a substitute to be nominated by that group on behalf of the Council.

### External Member (Local Enterprise Agency)

3.5 At the September 2019 board meeting, due to Alistair McKinnon stepping down from the board at the end of September 2019, consideration was given to how the vacancy should be filled. The board agreed that Scottish Enterprise should be approached regarding representation, noting that this may be an interim arrangement pending the new South of Scotland Enterprise Agency being established.

3.6 Scottish Enterprise has been approached by the Secretary regarding the vacancy and to date no reply has been received.

3.7 Following approval by the board this position requires Ministerial approval before the local enterprise representative can take up their position on the board.

3.8 Therefore the SWestrans Board membership is currently: Andrew Wood (chair), David Bryson (vice-chair), Richard Brodie, John Campbell, Ronnie Tait, Adam Wilson, Local Enterprise Agency vacancy. Substitutes are Katie Hagmann, Davie Stitt, Ian Carruthers, Jim McColm with a vacancy (conservative group on behalf of the Council).

### 4. Consultations

This is a procedural report and appropriate consultation has been undertaken.

### 5. Implications

<b>Financial</b>	No financial implications
<b>Policy</b>	No policy implications
<b>Equalities</b>	No equalities implications
<b>Climate Change</b>	No climate change implications
<b>Risk Management</b>	No risk management implications

### 6. Recommendation

Members of the Board are asked to note the update provided on board membership as detailed in paragraphs 3.1 to 3.8.

Report Author: Claire Rogerson Secretary to the Board Tel: 01387 260024	Approved by: Douglas Kirkpatrick Lead Officer South West of Scotland Transport Partnership Cargen Tower Garroch Business Park Dumfries DG2 8PN
Date of Report: 5 December 2019 File Ref:	

## REVENUE BUDGET MONITORING REPORT 2019/2020 FOR THE PERIOD ENDING 30 NOVEMBER 2019

### 1. Reason for Report

To provide the Board with an update on the Partnership's 2019/20 monitoring and forecast outturn position based on the period ending 30 November 2019.

### 2. Background

The Scottish Government provide revenue funding to SWestrans, with Dumfries and Galloway Council also providing funding. SWestrans requisitions funding from Dumfries and Galloway Council in respect of payments required for public bus service contracts.

### 3. Key Points

3.1 The **Appendix** shows the revenue budget summary for SWestrans. The published expenditure budget for 2019/20 of £4,308,789 was agreed by the Board on 10 March 2019. It is vital to the economic wellbeing of the Partnership and its stakeholders that the financial resources are managed effectively, and expenditure and income is delivered in line with the approved budget.

3.2 This report forms part of the financial governance and stewardship framework, which ensures that the financial position of the Partnership is acknowledged, understood and quantified on a regular basis. It provides assurance to the members of the Board that resources are being managed effectively and allows corrective action to be taken where necessary.

3.3 Board Members will note that based on the financial performance to date, it is forecast that a balanced budget will be delivered.

### 4. Consultations

The Proper Officer has been consulted and is in agreement with its terms.

5. Implications	
<b>Financial</b>	As laid out in the report
<b>Policy</b>	None.
<b>Equalities</b>	None.
<b>Climate Change</b>	None.
<b>Risk Management</b>	None

### 6. Recommendation

Members of the Board are asked to note the forecast outturn for the revenue budget as at 30 November 2019.

Janet Sutton - Report Author Finance Officer Tel: 01387 260105 Date of Report: 1 December 2019 File Ref:	Douglas Kirkpatrick Lead Officer South West of Scotland Transport Partnership Cargen Tower Garroch Business Park Dumfries DG2 8PN
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**APPENDIX** - Monitoring Report 2019/2020 for the period ending 30 November 2019.

**SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP**  
**REVENUE BUDGET MONITORING AS AT 30 November 2019**

	FINAL OUTTURN 2018/19 £	PUBLISHED BUDGET 2019/20 £	BUDGET ADJUSTMENTS 2019/20 £	ADJUSTED BUDGET 2019/20 £	ACTUAL EXPENDITURE TO 30/11/19 £	PROJECTED OUTTURN 2019/20 £	VARIANCE 2019/20 £
<b>EXPENDITURE</b>							
Staff Costs	110,924	110,848		110,848	48,139	105,030	-5,818
Supplies & Services	191	960		960	567	2,120	1,160
Transport Costs	0	2,104		2,104	0	2,104	0
Administration Costs	20,647	20,193		20,193	17,890	21,672	1,479
Payments	4,372,890	4,125,934		4,125,934	2,974,741	4,093,321	-32,613
Central Support	44,992	48,750		48,750	-1	48,750	0
Capital Charges	349,722			0	221,880	0	0
<b>Total Expenditure</b>	<b>4,899,366</b>	<b>4,308,789</b>	<b>0</b>	<b>4,308,789</b>	<b>3,263,216</b>	<b>4,272,997</b>	<b>-35,792</b>
<b>INCOME</b>							
Scottish Government Funding	259,250	259,250		259,250	187,850	259,250	0
D&G Council Funding	100,000	100,000		100,000	0	100,000	0
Other Contributions	4,540,116	3,949,539		3,949,539	0	3,913,747	-35,792
<b>Total Income</b>	<b>4,899,366</b>	<b>4,308,789</b>	<b>0</b>	<b>4,308,789</b>	<b>187,850</b>	<b>4,272,997</b>	<b>-35,792</b>
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,075,366</b>	<b>0</b>	<b>0</b>

## CAPITAL EXPENDITURE PROGRAMME 2019/20 TO 2021/22 – UPDATE

### 1. Reason for Report

To provide an update to the Board on the Capital Programme for 2019/20 to 2021/22.

### 2. Background

2.1 At its meeting on 8 March 2019, the Board agreed the Capital Programme for 2019/20 – 2021/22 as shown in Table 1.

<b><u>SWestrans Capital Programme 2019/20 – 2021/22</u></b>	<b>Total Budget Allocated 2019/20</b>	<b>Total Budget Allocated 2020/21</b>	<b>Total Budget Allocated 2021/22</b>	<b>Total</b>
	£	£	£	£
Purchase of Accessible Buses	240,000	240,000	300,000	780,000
Bus Infrastructure	50,000	50,000	100,000	200,000
Rail Station Parking	550,000	300,000	0	850,000
Active Travel Projects	456,000	210,000	400,000	1,066,000
<b>TOTAL</b>	<b>1,296,000</b>	<b>800,000</b>	<b>800,000</b>	<b>2,896,000</b>

Table 1 – SWestrans agreed Capital Programme 2019/20 – 2021/22

2.2 At its meeting on 20 September 2019, the Board agreed virements between elements of the programme to reflect updated advice. The amended programme is shown in Table 2 below:

<b><u>SWestrans Capital Programme 2019/20 – 2021/22</u></b>	<b>Total Budget Allocated 2019/20</b>	<b>Total Budget Allocated 2020/21</b>	<b>Total Budget Allocated 2021/22</b>	<b>Total</b>
	£	£	£	£
Purchase of Accessible Buses	390,000	240,000	300,000	930,000
Bus Infrastructure	70,000	50,000	100,000	220,000
Rail Station Parking	554,000	300,000	0	854,000
Active Travel Projects	231,000	210,000	400,000	841,000
<b>TOTAL</b>	<b>1,245,000</b>	<b>800,000</b>	<b>800,000</b>	<b>2,845,000</b>

Table 2 – SWestrans amended Capital Programme 2019/20 – 2021/22

2.3 **Appendix 1** shows monitoring of the 2019/20 spend to 30 November 2019.

### 3. Key Points

3.1 Each of the elements of the Capital Programme for 2019/20 is discussed briefly in paragraphs 3.2 to 3.5.

Purchase of Accessible Buses

3.2 2 buses were delivered in October 2019 and are now in-service on routes provided on SWestrans behalf by McCalls Coaches. A procurement has been undertaken for a further 2 buses and an order placed, the vehicles will arrive in March 2020.

Bus Infrastructure

3.3 Spend continues on this element the programme and it is anticipated that the budget available will be fully spent by the end of the financial year.

Rail Station Parking

3.4 Full planning permission has been sought for the first element of the phase 3 site (Sydney Place/Bridge Street) which was agreed for progression by the Board at its meeting on 8 May 2018. Once planning permission is granted and the land purchase complete, work will commence on the phase 3 site.

Active Travel Projects

3.5 Works identified, in partnership with Dumfries and Galloway Council, has commenced on their delivery.

<b>4. Implications</b>	
<b>Financial</b>	It is intended to bring regular reports to the Board on the progress with the capital programme during 2019/20.
<b>Policy</b>	No change in policy. This work fulfils SWestrans policy objectives.
<b>Equalities</b>	Provision of good quality infrastructure will enhance travel choice and experience for those with protected characteristics.
<b>Climate Change</b>	Provision of good quality infrastructure that enhances opportunity for increased uptake of active and sustainable travel will have a positive impact on climate change objectives.
<b>Risk Management</b>	Progression of the Capital Programme relates to two known risks: R02 – Public image. R04 – Capital Funding.

**5. Recommendation**

Members of the Board are asked to note the update provided on progress with the Capital Expenditure Programme 2019/20.

Douglas Kirkpatrick - Report Author Tel: 01387 260136	Approved by: Douglas Kirkpatrick Lead Officer South West of Scotland Transport Partnership Cargen Tower Garroch Business Park Dumfries, DG2 8PN
Date of Report: 1 December 2019 File Ref: SW2/meetings/2019	

Appendix 1 – Capital Programme spend to 30 November 2019

<u>SWestrans Monitoring Capital Programme 2019/20</u>	Total Revised Budget Allocated 2019/20	Budget Virements	Total Revised Budget Allocated 2019/20	Actual Gross Spend Ledger 30/11/19	Actual Income Ledger 30/11/19	Actual Net Spend 30/11/19	Forecast Net Spend 31/03/20
Purchase of Accessible Buses	240,000	150,000	390,000	192,400	-2,850	189,550	390,000
Bus Infrastructure (including shelters, PUDOs and RTI)	70,000		70,000	45,970		45,970	70,000
Rail Station Parking	554,000		554,000	22,449		22,449	554,000
STAG Studies re. potential rail station openings	10,000	-10,000	0	0		0	0
Active Travel Projects	371,000	-140,000	231,000	44,424		44,424	231,000
<b>TOTAL</b>	<b>1,245,000</b>	<b>0</b>	<b>1,245,000</b>	<b>305,243</b>	<b>-2,850</b>	<b>302,393</b>	<b>1,245,000</b>

2019/20 Funding Summary

Swestrans Allocation as per Full Council 28 February 2019	1,296,000
Add Slippage 2018/19	34,000
Less Acceleration from 2019/20	-85,000
<b>Total Allocation 2019/20</b>	<b>1,245,000</b>

**Annex to Appendix - Individual Projects greater than £250k**

	<b>Total Revised Budget Allocated 2019/20</b>	<b>Budget Virements</b>	<b>Total Revised Budget Allocated 2019/20</b>	<b>Actual Gross Spend Ledger 30/11/19</b>	<b>Actual Income Ledger 30/11/19</b>	<b>Actual Net Spend 30/11/19</b>	<b>Forecast Net Spend 31/03/20</b>	<b>Total Project Budget</b>
Rail Station Parking	554,000	0	554,000	22,449	0	22,449	554,000	900,374

## RAIL UPDATE

### 1. Reason for Report

To update Members of the Board on the following rail developments:

- Programme for Government
- LRDF – Kirkconnel Station
- Rail Station Re-openings
- Lockerbie Rail Services
- Grand Union Trains
- Dumfries to Stranraer Line

### 2. Background

The region is served by three railway lines:

- The Glasgow and Southwestern Line (GSWL) which runs down the Stranraer Line which connects the far west of the region into the Central Belt network at Ayr, and with services on to Kilmarnock.
- The Glasgow and Southwestern Line (GSWL) which runs down the Nith Valley. Stations in Dumfries and Galloway include Kirkconnel, Sanquhar, Dumfries, Annan, and Gretna.
- The West Coast Main Line (WCML) passing through the east of the region, with a station at Lockerbie.

### 3. Programme for Government

3.1 The Scottish Government announced its Programme for Government for the coming year on 03 September 2019. The document can be found at:

<https://www.gov.scot/binaries/content/documents/govscot/publications/publication/2019/09/protecting-scotlands-future-governments-programme-scotland-2019-20/documents/governments-programme-scotland-2019-20/governments-programme-scotland-2019-20/govscot%3Adocument/governments-programme-scotland-2019-20.pdf>

3.2 The section ‘Strengthening our rural and island economies and communities’ includes a commitment relating to rail services in our region:

“We will identify opportunities across the rural rail network in the south west of the country, drawing on the successful approach adopted in the recent study of the line north of Inverness, to exploit the value of those lines for the benefit of local communities and the wider economy.”

3.3 A similar commitment has been made to review the services on the West Highland Corridor, which aims to find opportunities to integrate rail services with other transport modes as well as active travel. The Scottish Government state that this will boost the local and regional economy, help to develop sustainable tourism and improve connectivity for local communities

3.4 The approach to the study of the line north of Inverness included a ‘Far North Line Review Group’ which had a remit to identify potential opportunities to improve connectivity, operational performance and journey time on the line. Established in December 2016, the Group membership included senior representatives from the railway industry (Transport Scotland, Network Rail, ScotRail) as well as relevant

stakeholders (HITRANS, Highland Council, HIE, Caithness Transport Forum and Friends of the Far North Line).

3.5 Over the past three years, the group has worked together to improve safety and improved journey time, customer service improvements, and timetable and infrastructure development. Further development work is also being considered by Transport Scotland.

3.6 Transport Scotland will liaise with Network Rail and SWestrans to draw up the remit for the study, and officers will update the Board on any progress.

#### **4. Local Rail Development Fund – Kirkconnel**

4.1 SWestrans was successful in being awarded a grant from Transport Scotland's Local Rail Development Fund (LRDF) to complete an appraisal on problems and opportunities relating to access to Kirkconnel station.

4.2 The Board agreed authority to award contracts relating to this appraisal be delegated to the Lead Officer in consultation with the Chair and Vice Chair.

4.3 SWestrans officers met with Transport Scotland on 21 November 2019 to receive advice on the application and STAG process. An invitation to tender will be issued before the end of this calendar year to suitable consultants to undertake this work.

#### **5. Rail Station Re-openings**

5.1 On 20 September 2019, the SWestrans Board agreed that all three final STAG reports, for the Moffat/Beattock, Eastriggs and Thornhill areas would be submitted to Transport Scotland for assessment to get on the investment “pipeline” process.

5.2 The ‘Strategic Business Case’ for each station re-opening (the reports) were submitted to Transport Scotland for consideration and decision on 14 October 2019. Transport Scotland will now consider in detail and either accept or reject each of the Strategic Business Cases.

5.3 SWestrans has requested that Transport Scotland provide indicative timescales for assessment and decision. At the time of writing, no timescales have been provided.

#### **6. Lockerbie Rail Services**

6.1 A number of Transpennine Express (TPE) timetable changes to rail services operating between Lockerbie and Edinburgh Waverley will be in effect from 15 December 2019.

6.2 The current 8 daily TPE Monday to Saturday departures from Lockerbie to Edinburgh are:

- 0711#; 0830; 1031; 1432; 1631; 1832; 2035; 2133(S); 2234(NS)  
# - requires a connection at Carstairs  
S – Saturday only  
NS – Monday to Friday only

6.3 The 8 daily TPE Monday to Saturday departures from Lockerbie to Edinburgh from 15 December 2019 are:

- 0620(NS) 0623(S); 0707#; 0835; 1225; 1434(S); 1634; 1835; 2037; 2136(S); 2236(NS)

6.4 The current 1031 and 1432 calls will not be retained in the December timetable due to capacity constraints on the rail network. This has resulted in two four-hour gaps in the timetable during the day.

6.5 Dumfries and Galloway Council wrote to TPE in October 2019 requesting that they commit to re-introducing the 1031 and 1432 service from May 2020, and to continue to run the 1435 service on weekdays and the 1030 service on a Saturday in their December 2019 timetable change to meet the demands of passengers to and from our region.

6.6 TPE has indicated that they hope that these services will be re-introduced from May 2020.

6.7 The franchise operated by TPE was let by the UK Government and is managed and monitored by the Department for Transport. The December timetable frequency provided at Lockerbie meets the franchise commitments.

6.8 SWestrans officers are aware of ongoing performance concerns relating to TPE rail services at Lockerbie, and the negative affect that this is having on passengers.

6.9 Members are asked to consider reconvening the Lockerbie Station Liaison Group (which last met in 2014). It would be intended that representatives from ScotRail, who manage the Station, First TransPennine and Avanti West Coast (the franchisees) would be invited, as well as interested stakeholders, rail users or members of the public.

## 7. Grand Union Trains

7.1 An application to run a new rail service between Stirling and London has been officially submitted by Grand Union to the Office of Rail and Road (ORR).

7.2 Under track access rules, other rail operators are able to provide a service if a route is not deemed congested, and the Office of Rail and Road (ORR) approves an application. Since the privatisation of the West Coast Main Line in March 1997, there has been no competition over the full-length of the route until this summer.

7.3 The proposed service would run four times a day starting from May 2021, and would start at Stirling, calling at Larbert, Greenfaulds, Whifflet, Motherwell and Lockerbie in Scotland and then Carlisle, Preston, Crewe, Nuneaton and Milton Keynes, terminating at London Euston.

7.4 SWestrans officers met with David Prescott, the Director of Marketing and Development for Grand Union, on 10 October 2019 and had positive discussions regarding the bid, including on additional services at Lockerbie and possible investment into station upgrades to improve passenger and staff facilities, matching the station with standards along Intercity train routes.

## 8. Stranraer – Dumfries Line

8.1 The Draft Report ‘South West Scotland Transport Study Initial Appraisal: Case for Change’ was published on 27 June 2019.

8.2 The Draft Report identified 23 multi-modal option packages across the study area for further appraisal through the STPR2 process. One of the options recommended for taking forward for further assessment is the development of a rail link between Dumfries and Stranraer.

8.3 SWestrans officers have had an introductory meeting with a local campaign group the ‘Reopen the Dumfries – Stranraer Railway’. The group have received a notable amount of online support and have held a number of well-attended meetings.

8.4 Officers have committed to working with each of the rail campaign groups in the region and will provide appropriate updates on progress to the Board.

## 9. Implications

<b>Financial</b>	Lockerbie Station Liaison Group may require a small amount of expenditure. This can be managed within the Revenue Budget.
<b>Policy</b>	No change in policy.
<b>Equalities</b>	Opportunities to improve and enhance travel choice and experience for those with protected characteristics may emerge from this work.
<b>Climate Change</b>	No change in policy.
<b>Risk Management</b>	This work relates to one known risk: R02 – Public image R05 – Failure to progress RTS Delivery Plan

## 10. Recommendations

Members of the Board are asked to:

- 10.1 note the update on rail matters; and
- 10.2 agree to reconvene the Lockerbie Station Liaison Group.

Report Author: Josef Coombey Tel: 01387 260372	Approved by: Douglas Kirkpatrick
Date of Report: 05 December 2019 File Ref: SW2/Meetings/2019	Lead Officer South West of Scotland Transport Partnership Cargen Tower Garroch Business Park Dumfries, DG2 8PN

## CLIMATE CHANGE DUTIES – REPORTING 2018/19

### 1. Reason for Report

To inform the Board of the submission of the 2018/19 Climate Change Duties Report.

### 2. Background

2.1 At its meeting on 13 March 2013, the Board agreed a Climate Change Strategy for SWestrans.

2.2 The Climate Change (Scotland) Act 2009 places a duty on public bodies to contribute to climate change mitigation and adaptation.

2.3 The Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 requires public bodies to prepare and submit a report on compliance with climate change duties.

### 3. Key Points

3.1 Mandatory reports have been required since November 2017. This required reporting is intended to assist public bodies to monitor progress and activity on climate change duties and inform the future direction of the organisation's climate change strategy.

3.2 The report is submitted to the Sustainable Scotland Network (SSN) who collate and assess the submissions of all public bodies across Scotland to produce an annual Climate Change Public Sector report.

3.3 SWestrans has submitted reports since 2015/16.

3.4 The majority of SWestrans business which has an impact on climate change relates to the procurement of socially necessary local bus services. Prior to each procurement round SWestrans optimises the proposed network to ensure that the total mileage undertaken is reduced, where possible, whilst meeting its objectives of increasing uptake of sustainable travel by all residents of Dumfries and Galloway.

3.5 This year's report, by SWestrans, was submitted for the 30 November 2019 submission deadline. The report is consistent with the advice, requirements and feedback from the SSN.

3.6 A brief summary of the key points within the submission are given below:

- SWestrans has no fixed assets which contribute to climate change.
- Staff undertaking activities on SWestrans behalf are employed by Dumfries and Galloway Council and therefore, the normal day to day influence on emissions for the management and delivery of SWestrans business will be included in the Council's report.

- SWestrans has a direct control and influence on emissions in its policy setting, its delivery of projects and its procurement and delivery of the local bus network.
- The only measurable emission source under SWestrans direct control is for the total passenger km procured to deliver the local bus network. In 2017/18 this total was 5,970,672km with the 2018/19 total reducing to 5,690,535km. This reduction was due, in the main, to changes to the Dumfries Town evening/Sunday services and the removal of the late Dumfries to Stranraer journey on service 500.

<b>4. Implications</b>	
<b>Financial</b>	None.
<b>Policy</b>	No change in policy. This work fulfils SWestrans policy objectives.
<b>Equalities</b>	None.
<b>Climate Change</b>	The Climate Change implications are set out in the report.
<b>Risk Management</b>	Climate change objectives relate to a number of known risks: R02 – Public Image R04 – Capital Funding R05 – RTS Delivery R07 – Revenue Funding

<p><b>5. Recommendations</b></p> <p>Members of the Board are asked to:</p> <p>5.1 note the summary provided of the information for inclusion in the 2018/19 Climate Change Duties Report for SWestrans; and</p> <p>5.2 note that officers completed the 2018/19 Climate Change Duties Report for SWestrans and submitted it to the Sustainable Scotland Network by the deadline 30 November 2019.</p>
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<p>Report Author: Josef Coombey Tel: 01387 260372</p> <p>Date of Report: 27 November 2019 File Ref: SW2/2019/Meetings</p>	<p>Approved by: Douglas Kirkpatrick Lead Officer South West of Scotland Transport Partnership Cargen Tower Garroch Business Park Dumfries DG2 8PN</p>
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## CONSULTATION: BIG CLIMATE CONVERSATION - THE ROLE OF PUBLIC SECTOR BODIES IN TACKLING CLIMATE CHANGE

### 1. Reason for Report

To inform the Board of a recent consultation and the officer response submitted.

### 2. Background

The Scottish Government issued a consultation paper, Big Climate Conversation: The role of Public Sector Bodies in tackling climate change (**Appendix 1**) on 11 September 2019 following the Government's declaration of a Global Climate Emergency and that everyone across Scotland needs to be part of the solution. The consultation focused on the proposed changes to the reporting and targets for public sector bodies to achieve zero direct emissions and reduced indirect emissions. The closing date was 4 December 2019.

### 3. Key Points - The role of Public Sector Bodies in tackling climate change

3.1 Public Sector Bodies are legally required to reduce greenhouse gas emissions and support Scotland's adaptation to a changing climate. Scottish Ministers, in turn, are legally required to provide guidance to Public Sector Bodies to help them with this. The first part of this consultation is about how information is provided and shared and how Public Sector Bodies collaborate with each other and the rest of Scotland. Views are sought on the training and guidance available to public sector leaders and proposals for a High Ambition Climate Network of Public Sector Bodies.

3.2 Public Sector Bodies are also legally required to report annually on their greenhouse gas emissions and what they are doing to help adapt to a changing climate. The second part of this consultation is about improving the reporting arrangements to simultaneously reduce the administrative burden on Public Sector Bodies and drive action. Views are sought on whether Public Sector Bodies should set targets for themselves to achieve zero greenhouse gas emissions and on other changes to the reporting duties.

3.3 The consultation document and the proposed changes are unlikely to have any negative impacts on SWestrans and as such should be supported. A SWestrans officer response to the consultation is attached at **Appendix 2**.

4. Implications	
<b>Financial</b>	None.
<b>Policy</b>	This work fulfils SWestrans policy objectives.
<b>Equalities</b>	None.
<b>Climate Change</b>	The Climate Change implications are set out in the report.
<b>Risk Management</b>	Climate change objectives relate to a number of known risks: R02 – Public Image R04 – Capital Funding R05 – RTS Delivery R07 – Revenue Funding

**5. Recommendation**

Members of the Board are asked to note the response to the 'Big Climate Conversation: The role of Public Sector Bodies in tackling climate change' consultation as shown in Appendix 2.

Report Author: Josef Coombey  
Tel: 01387 260372

Date of Report: 27 November 2019  
File Ref: SW2/2019/Meetings

Approved by: Douglas Kirkpatrick  
Lead Officer  
South West of Scotland Transport Partnership  
Cargen Tower  
Garroch Business Park  
Dumfries DG2 8PN

Appendix 1 - Consultation paper, Big Climate Conversation: The role of Public Sector Bodies in tackling climate change (without annexes)

Appendix 2 - Officer response to Big Climate Conversation: The role of Public Sector Bodies in tackling climate change

# BIG CLIMATE CONVERSATION

## The role of Public Sector Bodies in tackling climate change

### A Consultation

11 September 2019



Scottish Government  
Riaghaltas na h-Alba  
gov.scot

## Ministerial Foreword

There is a Global Climate Emergency and everyone across Scotland needs to be part of the solution.

The UK Committee on Climate Change has provided the evidence that Scotland can become a net-zero nation by 2045, and there is a strong consensus – across political parties, generations, and sectors – that we can and should make a step-change in our activity. We have already almost halved greenhouse gas emissions since 1990, while growing the economy, increasing employment and productivity, and we are recognised internationally as climate leaders. That puts us in a strong position to increase the pace of action, and end our contribution to climate change, definitively, within a generation.

The challenges ahead of us should not be underestimated, and we need a whole-Scotland approach to succeed. Scotland's public sector has played a key role in our emissions reductions so far and I applaud the effort and successes that have been made to date. I also recognise, and commend, the ambition of those bodies such as Edinburgh, Glasgow, Highlands and Moray Councils who have committed to leading the way. We will all benefit from their ambition.

The transition to a net-zero society is an investment in our present and our future. It will require collective action across our Public Sector Bodies, along with meaningful and open conversations between our communities, businesses and public sector organisations. The transition brings both opportunities and challenges and I believe that constructive dialogue, underpinned by meaningful action, should be central to our approach.

I look forward to hearing your views on how we can work together to continue to strengthen our approach to decarbonising and improving the lives of the people who live here. I thank you in advance for your response.



A handwritten signature in black ink, appearing to read 'R. Cunningham'.

ROSEANNA CUNNINGHAM MSP  
Cabinet Secretary for Environment,  
Climate Change and Land Reform

# **BIG CLIMATE CONVERSATION: Role of the Public Sector in decarbonising Scotland**

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# CONSULTATION PROCESS

## Responding to this consultation

We are inviting responses to this consultation by 4 December 2019.

Please respond to this consultation using the Scottish Government's consultation hub, Citizen Space (<http://consult.gov.scot>). Access and respond to this consultation online at <https://consult.gov.scot/energy-and-climate-change-directorate/role-of-public-sector-in-decarbonising>. You can save and return to your responses while the consultation is still open. Please ensure that consultation responses are submitted before the closing date of 4 December 2019.

If you are unable to respond using our consultation hub, please complete the Respondent Information Form in Annex C and return it, together with your response, to:

The role of Public Sector Bodies in tackling climate change: A Consultation  
Business and Public Sector Engagement Team, 3F South  
Scottish Government  
Victoria Quay  
Edinburgh  
EH6 6QQ

## Handling your response

If you respond using the consultation hub (<http://consult.scotland.gov.uk/>), you will be directed to the "About You" page before submitting your response.

Please indicate how you wish your response to be handled and, in particular, whether you are content for your response to be published. If you ask for your response not to be published, we will regard it as confidential and treat it accordingly.

All respondents should be aware that the Scottish Government is subject to the provisions of the Freedom of Information (Scotland) Act 2002 and would therefore have to consider any request made to it under the Act for information relating to responses made to this consultation exercise.

If you are unable to respond via Citizen Space, please complete and return the Respondent Information Form included in Annex C of this document.

To find out how we handle your personal data, please see our privacy policy: <https://beta.gov.scot/privacy/>.

## **Next steps in the process**

Where respondents have given permission for their response to be made public, and after we have checked that they contain no potentially defamatory material, responses will be made available to the public at <http://consult.gov.scot>. If you use the consultation hub to respond, you will receive a copy of your response via email.

Following the closing date, all responses will be analysed and considered along with other available evidence. An analysis report will be made available before the end of the year.

## **Comments and complaints**

If you have any comments about how this consultation exercise has been conducted, please send them to the contact address above or to:

[climate.change@gov.scot](mailto:climate.change@gov.scot)

## **Scottish Government consultation process**

Consultation is an essential part of the policymaking process. It gives us the opportunity to consider your opinion and expertise on a proposed area of work.

You can find all our consultations online: <http://consult.gov.scot>. Each consultation details the issue under consideration and explains how you can give us your views, either online, by email or by post.

Responses will be analysed and used as part of the decision making process, along with a range of other available information and evidence. We will publish a report of this analysis for every consultation. Depending on the nature of the consultation exercise the responses received may:

- indicate the need for policy development or review
- inform the development of a particular policy
- help decisions to be made between alternative policy proposals
- be used to finalise legislation before it is implemented.

While details of particular circumstances described in a response to a consultation exercise may usefully inform the policy process, consultation exercises cannot address individual concerns and comments, which should be directed to the relevant Public Sector Body.

## Introduction

At the heart of our action on climate change is the wellbeing of Scotland's people and places. Tackling climate change and ensuring we have a thriving and healthy environment is critical to our collective wellbeing, and central to the ambitions and responsibilities set out in Scotland's National Performance Framework.

Public Sector Bodies are legally required to reduce greenhouse gas emissions and support Scotland's adaptation to a changing climate<sup>a</sup>. Scottish Ministers, in turn, are legally required to provide guidance to Public Sector Bodies to help them with this<sup>b</sup>. The first part of this consultation is about how information is provided and shared and how Public Sector Bodies collaborate with each other and the rest of Scotland. Views are sought on the training and guidance available to public sector leaders and proposals for a High Ambition Climate Network of Public Sector Bodies.

Public Sector Bodies are also legally required to report annually on their greenhouse gas emissions and what they are doing to help adapt to a changing climate<sup>c</sup>. The second part of this consultation is about improving the reporting arrangements to simultaneously reduce the administrative burden on Public Sector Bodies and drive action. Views are sought on whether Public Sector Bodies should set targets for themselves to achieve zero greenhouse gas emissions and on other changes to the reporting duties.

This consultation is focussed purely on Scottish Public Sector Bodies – that is, the public bodies in Scotland for which either the Scottish Government or Scottish Parliament is responsible. This includes local authorities, the police, fire and health services, transport partnerships, universities and colleges as well as bodies such as Scottish Water, the National Galleries and Museums and VisitScotland. UK Government Public Sector Bodies operating in Scotland, such as HMRC and DWP, are beyond the scope of this consultation.

We want to hear from Public Sector Bodies, but we also want to hear from other organisations and individuals about what Public Sector Bodies should be doing to tackle climate change.

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<sup>a</sup> Section 44 of the Climate Change (Scotland) Act 2009

<sup>b</sup> Section 45

<sup>c</sup> Section 46

## **Part 1: Information and collaboration**

Despite challenging fiscal circumstances, Scotland has already almost halved greenhouse gas emissions since 1990, while simultaneously growing the economy and increasing employment and productivity. We now need to increase our efforts and the pace of change, while maintaining the focus on reducing emissions in a way that supports inclusive economic growth.

For Public Sector Bodies to play their full role in securing a just transition to a net-zero Scotland, leaders of Public Sector Bodies need to have the knowledge and information to make the right decisions, and the right structures need to be in place to support collaboration across the public sector and beyond.

### ***Information and training for Public Sector Bodies***

The Scottish Government is funding the Royal Scottish Geographical Society to develop a “Climate Solutions” qualification. We expect this to launch early in 2020, helping organisations embed climate change action at the level where it can achieve the most significant impact. It will be a short training course for middle and senior managers, designed to impart a strong background knowledge of climate issues and an opportunity to explore solutions. The focus will be on identifying and delivering on specific actions and commitments, both organisational and personal, to reduce carbon emissions.

In terms of adapting to climate change, the following guidance was published recently to support organisations at different stages of developing adaptation strategies and action plans: [Scotland Adapts: A Capability Framework For a Climate Ready Public Sector](#)

In addition, in 2011 the Scottish Government produced [Public Bodies Climate Change Duties: putting them into practice](#). The aim of this guidance was to assist Public Sector Bodies in addressing climate change action as a key strategic issue and in mainstreaming it alongside other corporate priorities. A number of aspects of this document now need to be updated and we welcome your views on what would be most helpful.

**Q1. What additional training, information or guidance do you think Public Sector Bodies need to help them increase their action on climate change?**

## ***Collaboration across Public Sector Bodies***

Our Public Sector Bodies are connected at a strategic level through the Scottish Leaders Forum, which provides a space for collective leadership and action across a range of priorities. At a delivery level, Chief Executives from Scotland's executive agencies are connected through the Public Bodies Delivery Group.

At an officer level, there is both the Scottish Energy Officer Network and the Sustainable Scotland Network (SSN). The Scottish Energy Officer Network is for officers working in, or who have an interest in, public sector energy management. Its goal is to share best practice and disseminate information. The Sustainable Scotland Network is for public sector professionals working on sustainable development and climate change.

The Global Climate Emergency means that we need to look afresh at how we work, to ensure our spending decisions and procedures support the required step-change in activity. As part of these considerations, Scottish Government financial support for the SSN Secretariat will cease when the current contract ends on March 31 2020. Instead, we will put two structures in place:

Firstly, we will ensure there is support for Public Sector Bodies to complete their mandatory reporting duties. We will procure a contract for the support to be provided in time for the 2020 reporting round.

Secondly, we will establish a High Ambition Climate Network of Chief Executives and Elected Members in those Public Sector Bodies who are committed to leading the way to a net-zero Scotland.

The network will be focussed on making strategic connections across the most ambitious Public Sector Bodies, maximising the economic and social opportunities of reducing emissions, and tackling the challenges of emissions reduction in a way that makes action easier for all public bodies, communities and businesses.

We propose that the core of the Network should be comprised of up to 15 of the most ambitious Public Sector Bodies and meet twice a year. The meetings will be chaired by the Cabinet Secretary for Environment, Climate Change and Land Reform, and supported by a Senior Officials Group from across the bodies involved.

It is important that all Public Sector Bodies benefit from the network, so in addition to a core membership that meets regularly, we will support an electronic network of Chief Executives and Elected Members from all Public Sector Bodies. The electronic forum will be a place where lessons learned, opportunities and ideas can be shared and developed collaboratively.

### **Q2. What are your views on the proposed structure for the High Ambition Climate Network of Chief Executives and Elected Members?**

## ***National Forum on Climate Change***

Our independent statutory advisors, The UK Committee on Climate Change, have advised that achieving net-zero emissions will require “*extensive changes across the economy*” and “*a fundamental change from the current piecemeal approach that focuses on specific actions in some sectors to an explicitly economy wide approach*”<sup>a</sup>.

We recognise that the progress made to halve emissions from Scotland since 1990 has been achieved with little impact on most people. The next phase will require much more noticeable changes, tougher decisions and greater opportunities. Constructive dialogue must be the central pillar of our approach.

We will create a National Forum on Climate Change that brings together government, Public Sector Bodies, the private sector, third sector organisations and the wider public. We will be working with stakeholders to explore how the National Forum can best encourage collective, informed deliberation on ideas for systemic and wide-ranging climate action.

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<sup>a</sup> <https://www.theccc.org.uk/publication/net-zero-the-uks-contribution-to-stopping-global-warming/>

## Part 2: Targets and reporting

The [Climate Change \(Duties of Public Bodies: Reporting Requirements\) \(Scotland\) Order 2015](#) requires Public Sector Bodies to publish annual climate change reports. This was intended to demonstrate compliance with Public Sector Bodies' climate change duties, to engage leaders and encourage action. The Order is reproduced in Annex A, and the list of Bodies required to report is in Annex B.

The Scottish Government established a short-life, collaborative working group to carry out a preliminary review of the reporting duties and associated processes. The group consisted of representatives from 16 organisations including the Sustainable Scotland Network (SSN), COSLA, local authorities, educational institutions, NHS and environmental NGOs. Its main focus was to look for opportunities to increase the value of the reporting, while decreasing administrative burden.

The group reviewed the structure and content of the current Order, the associated data collection system, the listed bodies and the way collected data are communicated. The group also revisited the purpose of mandatory reporting and agreed a set of criteria which would be used for evaluating the effectiveness of the reporting system.

The group concluded that mandatory reporting should:

- drive climate change performance within individual organisations;
- drive climate change action across the public sector as a whole;
- inform the ongoing development of policy, by linking it with national policy frameworks (such as the Climate Change Plan and Scottish Climate Change Adaptation Programme).

The group also agreed that reporting should be:

- Efficient (designed to facilitate impactful analysis and aligned with other reporting mechanisms to avoid duplication, where possible);
- Effective (informing leadership, action and decision making; enabling progress tracking; linking to national and local policy; shows wider impact and encourages collaborative work);
- Professional and trusted (compliant with reporting standards; transparent; providing data that is easy to understand, communicate and access);
- Adaptable (designed to evolve, as required; proportionate).

The key findings of the review were that:

- a) Some parts of the reporting duties are too rigid, tied very closely to objectives, policies, priorities and programmes and therefore liable to become out of date over time.
- b) In contrast, other parts are too open, such as part 2 (governance, management and strategy), generating challenges for data collection and consistency.

- c) The “procurement” sections currently provide little meaningful data and do not effectively monitor how procurement policies are contributing to emissions reduction.

In light of the review and the Global Climate Emergency, the Scottish Government considers that the Public Sector Reporting Duties should be amended to:

1. require all Public Sector Bodies to state the year by which they will cease to emit any direct greenhouse gases and their targets for reducing indirect emissions;
2. report on how Public Sector Bodies will align their spending plans with these targets;
3. remove the detailed specification of all data fields from the Order itself, replacing this with a) high-level reporting requirements and b) a requirement that the Scottish Government produce detailed specification of every data field in a separate guidance document;
4. update the list of Bodies that must report;
5. remove the requirement to report information that is not directly pertinent to ending Scotland’s contribution to climate change;
6. require every Public Sector Body to make their report publicly accessible, in a way that empowers stakeholders and members of the public to view and understand it, in addition to providing the report to the Scottish Government.

These proposals are explained more fully below. The changes proposed would come into effect in 2022.

In addition, and not requiring any changes to the secondary legislation, the Scottish Government will provide a publicly accessible analysis of all Public Sector Bodies reports that allows stakeholders and members of the public to readily understand the overall level of progress and ambition in tackling climate change across Public Sector Bodies.

### **1.1 Public Sector Bodies to set their own emission reduction targets**

Our climate change targets mean that Scotland as a whole will achieve net-zero emissions of all greenhouse gases by 2045 at the latest. Achieving net-zero emissions is a nation-wide endeavour. The CCC scenario for net-zero has all sectors at zero, or virtually zero, emissions except for agriculture, some parts of industry, and international aviation[1]. Remaining emissions from these sectors will need to be balanced, or outweighed, by negative emissions solutions such as tree planting and bioenergy with carbon capture and storage. The balance between remaining emissions and negative emissions needs to be across the whole economy, and the Scottish Government is committed to achieving this without the use of international offset credits.

Currently there is no requirement for Public Sector Bodies to report on the year by which they intend to achieve zero greenhouse gas emissions, either

from their own estate and operations (their direct emissions) or, in the case of Local Authorities, for their Local Authority area.

A lot of what individual Public Sector Bodies will be able to achieve in terms of reducing their emissions will be dependent on what progress is made in the rest of society. Within 6 months of the Climate Change (Emissions Reduction Targets) (Scotland) Bill receiving Royal Assent we will update the Climate Change Plan, setting out the pathway to decarbonisation for Scotland as a whole.

Following the update to the Climate Change Plan, we propose that in their future annual reports, all Public Sector Bodies report the date by which they intend to achieve zero direct emissions – those are the emissions that the bodies are directly responsible for. Recognising that indirect emissions are not entirely within Public Sector Bodies' control, we recommend that each organisation sets their own targets, with dates, for the extent to which they aim to use their influence to reduce those.

The targets that Public Sector Bodies set themselves will not be legislative targets, and the targets they set themselves in the first year of reporting may need to be amended in subsequent years reporting when further information becomes available, as progress in other parts of society become apparent for example, or to align with future Climate Change Plans

**Q3. Do you agree that Public Sector Bodies should be required to set targets for when they will achieve zero direct emissions, and for reduced indirect emissions?**

**Yes / no / don't know    Please explain your answer.**

**1.2    Public Sector Bodies to report on how they use their resources to contribute to reducing emissions**

The Scottish Parliament have debated whether Scottish Ministers should be required to ensure that all Public Sector Bodies will use their resources in a way that will contribute to meeting or exceeding Scotland's emissions reduction targets, prior to approving resources<sup>a</sup>.

We propose that a proportionate way for Public Sector Bodies to demonstrate that they are using their resources to contribute to reducing emissions is to require them report on how they do this, as part of their annual reporting.

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<sup>a</sup> Amendment 112 lodged by Mark Ruskell, debated by the Environment, Climate Change and Land Reform Committee on 18 June 2019.  
<http://www.parliament.scot/parliamentarybusiness/report.aspx?r=12197>

**Q4. Do you agree that Public Sector Bodies should report annually on how they use their resources to contribute to reducing emissions?**

**Yes / no / don't know Please explain your answer.**

### **1.3 Specify detailed reporting requirements in Statutory Guidance**

The current reporting template is prescribed in detail by the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 and secondary legislation is required to make any changes. The review process highlighted that a degree of flexibility in specifying the content of reports would be preferable.

We propose to amend the Order so that it specifies high-level reporting requirements and refers to statutory guidance for the detail of what Public Sector Bodies must report on. Any future changes to the statutory guidance would be made in consultation with COSLA and key Public Sector Bodies. This would reduce the time and resources required to implement changes and would allow the reporting duties to evolve more flexibly in line with national policies and strategies.

**Q5. Do you agree that the details of what Public Sector Bodies are required to report on should be set out in statutory guidance instead of on the face of secondary legislation (otherwise known as an Order)?**

**Yes / no / don't know Please explain your answer.**

### **1.4 Update the list of Public Sector Bodies required to report**

The reporting duties apply to Public Sector Bodies listed in schedule 1 of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 (See Annex B).

We propose to make the following amendments to the listed bodies:

Remove:

- The chief constable of Police Service of Scotland (given that this is now included within the Scottish Police Authority)
- The Registrar General of Births, Deaths and Marriages for Scotland (given that this is now included within the National Records of Scotland)
- Integration Joint Boards (IJBs), as they do not own an estate and do not produce emissions. Since they do not have operational control of the services provided by their NHS and local government partners, no emissions data has been reported by IJBs to date.

Amend:

- The Common Services Agency for Scotland, which is now known as 'NHS National Services Scotland'
- The Scottish Sports Council, which is now 'Sportscotland'

- Social Care and Social Work Improvement Scotland is now ‘The Care Inspectorate’
- The Scottish Further and Higher Education Funding Council, which is now ‘The Scottish Funding Council’

Add:

- South of Scotland Enterprise (due to be established in 2020)
- Ferries owned by Scottish Government (Caledonian Maritime Assets Ltd and David MacBrayne Ltd)
- Scottish Prison Service
- Scottish Public Pensions Agency
- Skills Development Scotland
- Student Awards Agency for Scotland
- Social Security Scotland
- Scottish Forestry
- Forestry and Land Scotland

**Q6. Do you agree to the proposed changes to the list of Public Sector Bodies that are required to annually report their emissions?**

**Yes / no / don’t know If you answered no, please specify which aspect of the proposal you disagree with and why.**

**1.5 Emphasise delivery in the reporting requirements**

In light of Scotland’s increased ambition, we want to ensure reports focus on delivery. The review process noted that, in order for the reporting to drive action, it should be as efficient and effective as possible. We are proposing a range of amendments to ensure that those criteria are met and to provide more clarity and simplification, where possible.

In Part 1 (Profile) we propose to remove 1d (Metrics used by the Body) and 1g (Context – a summary of the Body’s nature and functions that are relevant to climate change).

We propose removing Part 2 (governance and management), which asks questions about governance arrangements, strategy, how climate change action is managed, priorities, use of the Climate Change Assessment Tool, and for other supporting information.

In Part 3 (emissions, targets and projects) we propose to:

- Keep questions 3(a)-(c), which address overall emissions, sources and details of generation/consumption/use of renewable energy
- Amend question 3(d), which asks about targets. This will reflect our proposal in Section 4.1 (above) to require Public Sector Bodies to commit to a net-zero emissions date and would address:
  - The organisation’s target date for achieving zero direct emissions and

- The organisation’s reduction targets, including dates, for indirect emissions.
- Remove questions 3(e)-(k), which ask about carbon savings, carbon reduction projects, estimated emissions and cost savings for the year ahead.

We will update Part 4 (Adaptation) of the report. Our approach will seek information on progress with adaptation policies and strategies, focusing on outcomes, challenges and opportunities, rather than the specific objectives outlined in the existing order.

The procurement section of the climate change reporting duties (Part 5) has not resulted in meaningful information being gathered, so we propose to stop collecting data in this way. Instead, we will explore how mandatory climate change reporting can best align with our Programme for Government 2019-20 commitment to mobilise the £11bn of annual procurement to support our climate emergency response, including consulting on legislation to require public bodies to set out how they will meet our climate change and circular economy obligations.

We propose to remove Part 6 (Validation) of the report.

**Q7. Do you agree with our proposals for amending the reporting requirements as set out above?**

**Yes / no / don’t know** If you answered no, please specify which aspect of the proposal you disagree with.

**Q8. Is there anything else you think should be added to the reporting duties, or anything else you think should be removed?**

**1.6 Public Sector Bodies to make their reports publicly accessible**

Currently, Public Sector Bodies are required to submit their reports to the Scottish Government. The Scottish Government then makes the reports available to the public in the form in which they were provided.

The review group agreed that reports should: drive climate change performance within individual organisations; drive climate change action across the public sector as a whole; and inform the ongoing development of policy. The group considered that there is currently a lack of clarity about the purpose of the data and how it is being used.

The Scottish Government considers that each public sector body should be required by the legislation to make their reports publicly available and do so in a way that is accessible, prominent and meaningful, so that local stakeholders can use the reports to hold the public sector body to account.

**Q9. Do you agree that Public Sector Bodies should each make their own report on emissions reductions publicly available?**

**Yes / no / don't know Please explain your answer.**

The Scottish Government also considers that analysis of the reports needs to be improved. The analysis should be useful to Public Sector Bodies, and transparent and informative to others. We will ensure that improvements to analysis and communication are made following changes to the Reporting Duties.

## **Other comments**

**Please use this space to make any further comments on the role of the public sector in tackling climate change.**

## Big Climate Conversations – The role of Public Sector Bodies in tackling climate change

### Consultation Questions

Q1. What additional training, information or guidance do you think Public Sector Bodies need to help them increase their action on climate change?

The guidance available through Adaption Scotland, Scottish Government and other sources provides a large amount of useful and relevant information to inform and guide the activities and approach taken to start addressing Climate Change. Whilst their information is available it is also subject to change given the rapid changes and progress with the supporting science as such it would be helpful if one central repository of information and guidance was held and used as an exemplar for activity.

The defining of a recognised and supported qualification is useful to provide a baseline for required knowledge and information pertaining to the field of climate change within existing management structures and organisations.

Q2. What are your views on the proposed structure for the High Ambition Climate Network of Chief Executives and Elected Members?

The proposed network will be beneficial, but clarity on its role and outputs should be defined in more detail to support the work and ambitions of those involved. Organisational questions on how the group will work, meet and its remit are unclear within the consultation document at present, whilst we recognise the benefits of collaboration with other public sector bodies, it could be improved by providing additional clarity on how this group could drive through national changes that would support climate change activities across Scotland.

I.E. procurement of services, setting of emissions standards etc

Q3. Do you agree that Public Sector Bodies should be required to set targets for when they will achieve zero direct emissions, and for reduced indirect emissions?

Yes / no / don't know Please explain your answer.

SWestrans is co-terminus with Dumfries and Galloway Council who have as part of their Climate Emergency Declaration defined their ambitions to achieve Carbon Neutral Status. The drive for this has been derived from the work undertaken as part of the councils statutory reporting through the climate duties report.

However better clarity on the process and monitoring required will allow individual public sectors to identify and support activities which will have both direct and indirect impacts on their emissions. These targets if set locally allow the organisation to take ownership, accountability and responsibility for their delivery, which allows all stakeholders to understand how their activities are supporting or impacting on achieving the delivery of these targets.

Q4. Do you agree that Public Sector Bodies should report annually on how they use their resources to contribute to reducing emissions?

Yes / ~~no~~ / ~~don't know~~ Please explain your answer.

As outlined in question 3, clarity on an organisations approach and activities should be quantifiable to allow a clearer picture of how they are progressing towards the targets. The resources required to support these activities are a vital part of the picture to look at the direct costs and the savings, efficiencies and benefits released, to allow a real cost benefit analysis of activity associated with climate change activities.

Q5. Do you agree that the details of what Public Sector Bodies are required to report on should be set out in statutory guidance instead of on the face of secondary legislation (otherwise known as an Order)?

Yes / ~~no~~ / ~~don't know~~ Please explain your answer.

The reporting details should be consistent but will vary depending on the nature of the organisation. Statutory guidance that clearly defines the range of information required as part of the reporting process will help support organisations gather relevant data and information that can be used to give qualitative and quantitative information.

Q6. Do you agree to the proposed changes to the list of Public Sector Bodies that are required to annually report their emissions?

Yes / ~~no~~ / ~~don't know~~ If you answered no, please specify which aspect of the proposal you disagree with and why.

Q7. Do you agree with our proposals for amending the reporting requirements as set out above?

Yes / ~~no~~ / ~~don't know~~ If you answered no, please specify which aspect of the proposal you disagree with.

More streamlined focused reporting will allow for more meaningful gathering of supporting information that provides qualitative and quantitative information to be assessed for the organisation

Q8. Is there anything else you think should be added to the reporting duties, or anything else you think should be removed?

The proposed reporting changes will capture the basic information. The only consideration is whether further reference and information gathered as part of the report looks at the regions biodiversity and ecological functions which can support the sequestration of carbon and mitigate against other climatic and pollutant issues.

Q9. Do you agree that Public Sector Bodies should each make their own report

on emissions reductions publicly available?

Yes / ~~no~~ / ~~don't know~~ Please explain your answer.  
Other comments.

Given the interest from the public in the Climate and its impacts being able to report on progress, activity and tangible deliverable targets is a positive engagement process.