

PARTNERSHIP BOARD MEETING

**HELD IN CONFERENCE ROOM 1, VICTORIA QUAY, EDINBURGH, EH6 6QQ
ON FRIDAY, 18th MARCH 2016
10.00 A.M. – 12.10 P.M.**

PRESENT:

<u>Name</u>	<u>Organisation Title</u>
Councillor Russell Imrie (Senior Vice-Chair)	Midlothian Council
Charles Anderson	Non Councillor Member
Councillor Tony Boyle	West Lothian
Councillor Pat Callaghan (Vice Chair)	Fife Council
Councillor Ian Chisholm	Fife Council
Councillor Tom Coleman	Falkirk Council
Councillor Gordon Edgar (Vice Chair)	Scottish Borders Council
Phil Flanders	Non Councillor Member
Councillor Jim Fullarton	Scottish Borders
John Jack	Non Councillor Member
John Martin	Non Councillor Member
Councillor Derek Rosie	Midlothian Council
Sandy Scotland	Non Councillor Member
Barry Turner	Non Councillor Member

IN ATTENDANCE:

<u>Name</u>	<u>Organisation Title</u>
Craig Beattie	City of Edinburgh Council
Angela Chambers	SEStran
Andrew Ferguson	Fife Council, Sestran Secretary and Legal Adviser
Ken Gourlay	Fife Council
Joanne Gray	Scottish Government
Jim Grieve	SEStran
Trond Haugen	Advisor to SEStran
Graeme Johnstone	Scottish Borders Council
Alex Macaulay	SEStran Partnership Director
Daniel Melly	Audit Scotland
Brian Sharkie	City of Edinburgh Council
Iain Shaw	City of Edinburgh Council (for SEStran Treasurer)
Alastair Short	SEStran
Emily Whitters	SEStran

APOLOGIES FOR ABSENCE:

Councillor Donald Balsillie	Clackmannanshire Council
Graham Bell	Non Councillor Member
Cllr Stephen Bird	Falkirk Council
Councillor Irene Hamilton	Clackmannanshire Council
Councillor Bill Henderson	City of Edinburgh Council
Councillor Lesley Hinds (Vice Chair)	City of Edinburgh Council
Councillor Adam McVey	City of Edinburgh Council
Neil Renilson	Non Councillor Member
Tom Steele	Non Councillor Member
Councillor Michael Veitch	East Lothian Council
Julie Cole	Falkirk Council
Neil Dougall	Midlothian Council
Graeme Malcolm	West Lothian Council

In the absence of a Chair, Councillor Imrie took the chair for the meeting.

Prior to the commencement of formal business, the Board heard a presentation from Stuart Lockhart, on progress with One Ticket's activities.

ORDER OF BUSINESS

The Chair confirmed that the Order of Business was as per the agenda but confirmed that a replacement paper A11 had been tabled.

DECLARATIONS OF INTERESTS

None.

A1 MINUTES

The minutes of the Partnership Board meeting of 4th December, 2015 were agreed as a correct record of proceedings.

A2 MATTERS ARISING

None.

A3 MINUTES OF THE PERFORMANCE AND AUDIT COMMITTEE

The minutes of the Performance and Audit Committee of Friday, 4th March, 2016 were noted subject to the addition of the words "for the Transport Interchange Building" after "Scottish Property Awards 2016" on the first page.

A4 MATTERS ARISING

None.

A5.1 SUPPORTING PAPER TO DRAFT BUDGET 2016/17 FINANCIAL PLANNING REPORT

The Committee considered a report by Jim Grieve, Programme Manager, advising that SEStran have been successful in attracting additional funding from a variety of sources.

Decision

The Board noted the contents of the report.

A5.2 REVENUE BUDGET 2016/17

The Committee considered a report by Hugh Dunn, the Treasurer, presenting a revenue budget for 2016/17 for approval by the Board.

Decision

The Partnership Board:-

- (i) Approved the proposed core revenue and revenue projects budget for 2016/17, as detailed in appendices 1 and 2, and agreed that Hugh Dunn be authorised to requisition the individual constituent authorities for amounts as follows:

Clackmannanshire	£ 6,612
East Lothian	£13,183
Edinburgh	£63,649
Falkirk	£20,364
Fife	£47,443
Midlothian	£11,137
Scottish Borders	£14,731
West Lothian	<u>£22,884</u>
	<u>£200,000</u>

- (ii) Noted that financial planning for 2017/18 would be developed for consideration by the Partnership Board in Autumn 2016;
- (iii) Noted that the proposed budget was subject to a number of risks and that all income and expenditure of the Partnership would continue to be monitored closely with updates reported to each Partnership meeting.

A6.1 FINANCE OFFICER'S REPORT

The Committee considered a report by Hugh Dunn, Treasurer presenting the third update on financial performance of the core revenue budget of the Partnership for 2015/16, in accordance with the Financial Regulations of the Partnership.

Decision

The Partnership Board noted:-

- (i) that core expenditure in 2015/16 would underspend against the approved revenue budget of the Partnership by £16,000;
- (ii) all income and expenditure would continue to be monitored closely with updates reported at each Partnership meeting; and
- (iii) That the month end balance of indebtedness between the Partnership and City of Edinburgh Council and the reason for these balances was as identified at paragraph 2.7.

A6.2 ANNUAL TREASURY STRATEGY

The Partnership Board considered a report by Hugh Dunn, Treasurer proposing an Investment Strategy for 2016/17.

Decision

The Board approved the continuation of the current arrangement outlined in Appendix 1.

A7. SESTRAN BUSINESS PLAN

The Committee considered a report by Alex Macaulay, Partnership Director presenting for the Board's approval on the draft Business Plan for the South East of Scotland Transportation Partnership setting out proposals for transport investment and activity for 2016/17. The Transport (Scotland) Act 2005 required the RTP to produce an annual business plan for submission to Scottish Government.

Decision

The Board:-

- (a) approved the Business Plan subject to the approval of the related budget papers also presented to the Board; and
- (b) agreed to a follow up visit to Fife to discuss the specific strategic transport projects for that area.

A8. COMMUNITY PLANNING PARTNERSHIP

The Board considered a report by Alastair Short, Strategy Manager outlining the current position on Community Planning Partnerships and SEStran's involvement with them.

Decision.

The Board noted the contents of the report and agreed that any members willing to represent SEStran on any of the Community Planning Partnerships should contact the Strategy Manager as soon as possible.

A9. CMA RAIL COMPETITION

The Board considered a report by Trond Haugen, Adviser to SEStran outlining the competition between rail operators, essentially extending the current competition for the market to more on-rail competition between operators in the market.

Decision

The Board:-

- (i) noted the report;
- (ii) agreed that the matter be referred to the Rail Forum for detailed consideration; and
- (iii) that the previous study which highlighted the disparity in rail fares between the SEStran area and other areas should be circulated to members for information.

A10. SESTRAN THISTLE CARD PROGRESS REPORT

The Committee considered a report by Alastair Short, Strategy Manager outlining the progress of the SEStran Thistle Card.

Decision

The Board noted the progress with the development of the Thistle Card.

A11. RAIL FRANCHISES

The Board considered a report by Trond Haugen, Adviser to SEStran regarding the update on the Rail Franchises.

Decision

The Board noted this report and instructed the director to continue liaising with Transport Scotland and the rail industry about the potential of greater synergy between the various operators in order to best meet the service requirements for existing and new stations.

A12. PARTNERSHIP DIRECTOR RECRUITMENT

The Partnership Director indicated to the Partnership Board in December 2015 that he intends to retire on 30th April, 2016. This report advised the Board on the process of the recruitment for a new Partnership Director, including the creation under delegated powers of a recruitment sub-committee.

Decision

The Board:-

- (i) approved the arrangements for recruitment of a Partnership Director; and
- (ii) agreed to delegate authority to the recruitment sub-committee to make the appointment in advance of the June Board Meeting.

B1 PROJECTS REPORT

The Board considered a report by the Programme Manager on current projects.

Decision

The Board noted the contents of the report.

B2. NATIONAL TRANSPORT STRATEGY REFRESH INFORMATION REPORT

The Board considered a report by the Strategy Manager providing updated information on the National Transport Strategy.

Decision

The Board noted the publication of the National Transport Strategy-refresh.

B3. AUDIT SCOTLAND – AUDIT PLAN 2016/17

Decision

The Audit Plan was noted.

B4. SESTRAN STATIONS

The Board considered an update report on various bids from SEStran and the SEStran Authorities as well as the progress on developing the schemes. It also covered the progress on work to reopen the line to Levenmouth, Fife

Decision

The Board noted the report and agreed to SEStran's involvement in progressing the schemes.

B5. ORR RAIL STATION USAGE STATISTICS

The Board considered a report from Trond Haugen, Advisor to SEStran updating the Partnership Board on the statistics for usage of each station.

Decision/

Decision

The Board noted the contents of the report.

B6. MINUTES OF SESPLAN CROSS BOUNDARY TRANSPORT AND LAND USE APPRAISAL

The Board considered the minutes of the Transport and Land Use Appraisal Group.

Decision

The minutes were noted.

B7. HIGH SPEED RAIL UPDATE

The Board considered a report, updating it on the work of the High Speed Rail Scotland Group.

Decision

The Board noted the report.

B8.1 DELIVERING THE GOODS – CONSULTATION TOWARDS RAIL FREIGHT STRATEGY

Decision

The Board noted the comments on SEStran's response

B8.2 SCOTLAND ROUTE STUDY CONSULTATION; RESPONSE BY SOUTH EAST SCOTLAND TRANSPORTATION PARTNERSHIP

Decision

The Board noted the response.

B8.3 RESPONSE BY SESTRAN TO THE SCOTTISH PARLIAMENTS' RURAL AFFAIRS, CLIMATE CHANGE.

Decision

The Boarded noted the response.

B8.4 RESPONSE BY SESTRAN TO FORTH CIRCLE RAIL LINK

Decision

The Board noted the response.

B9 MINUTES OF SUB-GROUPS

The Board considered the minutes of the following meetings:-

B9.1 Chief Officer Liaison Group – 1st March, 2016

Decision

The Board noted the minute of the Sub-Group.

B11. MINUTES OF THE JOINT RTP CHAIRS

The Minute of meeting held on 1st December, 2015 was noted.

4 AOCB

The Chair, on behalf of the Board, expressed his thanks and appreciation for Alex Macaulay, the retiring Partnership Director. The Chair mentioned in particular Alex's ability to make a positive change to the transportation sector in South East Scotland, despite the change to capital funding made in 2007; the implementation of the RTPI project and Alex's work as an ambassador and champion for the organisation through his networking and contacts.

In reply, Alex expressed his thanks for the support he had received over the years from the Board, and in particular the Chair; and his appreciation of the hard work and dedication of all of the staff, both senior and junior, had put into SEStran over the years.

5. DATE OF NEXT MEETING

The Board noted the next meeting of the Partnership would take place on **Friday 17th June 2016, Conference Room 1, Victoria Quay, Edinburgh, EH6 6QQ.**
