

PARTNERSHIP BOARD – ADDITIONAL MEETING Agenda
10:00AM FRIDAY 1ST JULY 2016
**CALEDONIAN ROOM 1, COSLA OFFICES, VERITY HOUSE, 19 HAYMARKET
YARDS, EDINBURGH. EH12 5BH**

Tea and coffee will be served from 9:30am.

**ITEMS LIKELY TO BE CONSIDERED IN PRIVATE IN TERMS OF PART 1 OF SCHEDULE
7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973**

- i) Internal Audit Update
- ii) Appointment of Chair of SEStran

PUBLIC ITEMS

- 1. Order Of Business
- 2. Apologies
- 3. Declarations of Interest

AGENDA A – POINTS FOR DECISION

- A1. Minutes of the Partnership Board meeting – Friday 17th June 2016 - **Page 2**
- A2. Matters Arising
- A3. Regional Transport Strategy (RTS) – **Page 11**
- 4. AOCB
- 5. Date of Next Meeting
**Friday 23rd September 2016 – Conference Room 1, Victoria Quay, Edinburgh, EH6
6QQ**



Andrew Ferguson
Secretary to the Partnership

PARTNERSHIP BOARD MEETING

HELD IN CONFERENCE ROOM 1, VICTORIA QUAY, EDINBURGH EH6 6QQ
ON FRIDAY 17TH JUNE 2016
10.00 A.M. - 13.25 P.M

PRESENT:	<u>Name</u>	<u>Organisational Title</u>
	Councillor Russell Imrie	Midlothian Council (Senior Vice-Chair)
	Charles Anderson	Non Councillor Member
	Graham Bell	Non Councillor Member
	Councillor Stephen Bird	Falkirk Council
	Councillor Tony Boyle	West Lothian
	Councillor Jim Bryant	Midlothian Council
	Councillor Pat Callaghan	Fife Council (Vice Chair)
	Councillor Ian Chisholm	Fife Council
	Councillor Tom Coleman	Falkirk Council
	Councillor Gordon Edgar	Scottish Borders Council (Vice Chair)
	Phil Flanders	Non Councillor Member
	Councillor Jim Fullarton	Scottish Borders
	Councillor Nick Gardner	City of Edinburgh Council
	Councillor Bill Henderson	City of Edinburgh Council
	John Jack	Non Councillor Member
	John Martin	Non Councillor Member
	Councillor Adam McVey	City of Edinburgh Council
	Sandy Scotland	Non Councillor Member
	Barry Turner	Non Councillor Member
	Councillor Michael Veitch	East Lothian Council

IN ATTENDANCE:	<u>Name</u>	<u>Organisation Title</u>
	George Eckton	Partnership Director SEStran
	Craig Beattie	City of Edinburgh Council
	Angela Chambers	SEStran
	Julie Cole	Falkirk Council
	John Connarty	City of Edinburgh Council (Treasury)
	Neil Dougall	Midlothian Council
	Andrew Ferguson	Fife Council (Legal)
	Ken Gourlay	Fife Council
	Jim Grieve	SEStran
	Trond Haugen	Adviser to SEStran
	Graeme Johnstone	Scottish Borders Council
	Ewan Kennedy	City of Edinburgh Council
	Graeme Malcolm	West Lothian Council
	Alastair Short	SEStran

APOLOGIES/

**APOLOGIES
FOR ABSENCE:**

Name

Councillor Nick Cook
Councillor Cathy Muldoon
Councillor Lesley Hinds
Neil Renilson
Iain Shaw

Organisational Title

City of Edinburgh Council
West Lothian Council
City of Edinburgh Council(Vice Chair)
Non-Councillor Member
City of Edinburgh Council

Action by

WELCOME TO THE NEW PARTNERSHIP DIRECTOR

The Board welcomed George Eckton as the new Partnership Director.

EXCLUSION OF PUBLIC AND PRESS

Decision

That under section 50 (A) (4) of the Local Government (Scotland) Act 1973 the public be excluded from items (i) and (ii) of the meeting on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 12 of Part I of Schedule 7A to the Act.

(i) **CHAIRING OF SESTRAN**

The Board considered a report by the Partnership Director, setting out options in relation to the currently vacant Chair of SEStran, in the light of a draft report and subsequent discussions with the Partnership's internal auditors. The internal auditors' final draft report was attached. The Partnership Director, Secretary and Legal Adviser and Mr Connarty for the Treasurer answered various queries from Members.

Motion

Councillor Veitch, seconded by Councillor Fullarton, moved that the Board elect a new Chair immediately, until the first meeting of the Partnership after the May 2017 Council elections.

Amendments

Councillor Chisholm, seconded by Councillor Bryant, moved that the Board delay said election of the Chair pending a further meeting being arranged for that purpose.

Decision/

Decision

AF

The Board agreed, in the light of the report and discussions arising from it, to hold an additional meeting to elect a Chair of the Partnership until the first Board meeting following the May 2017 Council elections, and instructed the Secretary to arrange a suitable date and time for such a meeting as soon as possible.

(ii) DELEGATED POWERS REPORT

The Board considered a report by George Eckton, Partnership Director relating to actions taken under delegated authority.

Decision

The Board: -

- (i) noted the contracts of significance issued under delegated powers since the last Board meeting;
- (ii) agreed that further detailed papers be brought to Performance and Audit Committee in September prior to further papers to the Board in September and December on the various contract and grant matters detailed in the report to identify any further items;
- (iii) agreed that a summary paper should be a standing item on future Board agendas where there are items of significance regarding delegated powers.
- (iv) Noted on the proposal for further staff appointments to cover the increasing projects workload and loss of contractor capacity.
- (v) Agreed to the potential engagement of the Partnership Director as a Trustee of White Ribbon Scotland if successful through the recruitment process.

ORDER OF BUSINESS

The Chair confirmed that the Order of Business was as per the agenda, subject to item B5.5, Bus Forum Minutes, being moved to be item A12 at the suggestion of Charlie Anderson.

DECLARATIONS/

DECLARATIONS OF INTEREST

None.

A1 MINUTES

The following minutes were approved: -

A1.1 – Partnership Board meeting – 18th March, 2016

A1.2 – Appointments Sub-Committee Short-Leet – 24th March, 2016

A1.3 – Appointments Sub-Committee Interview – 6th April, 2016

A1.4 – Performance and Audit Committee – 3rd June, 2016

A2 MATTERS ARISING

None.

A3 UNAUDITED FINANCIAL STATEMENT OF ACCOUNTS 2015/16

The Board considered a report by Hugh Dunn, Treasurer, presenting **IS** the unaudited Annual Accounts.

Decision

The Partnership Board:

- (i) approved the unaudited Annual Accounts for 2015/16 for submission to the Partnership's external auditors; and
- (ii) noted that the audited Annual Accounts, incorporating the Auditor's report, would be presented to the Performance and Audit Committee and Partnership Board in September, 2016.

A4 PROJECTS REPORT

The Board considered a report by Jim Grieve, Programme Manager, detailing the current year's Projects Budget which shows expenditure, to 26th May, 2016 of £56,503.

Decision

The Board:-

- (i) Noted the contents of the report; and
- (ii)/

- (i) Approved SEStran's participation in the proposed SCRIPT project partnership which intended to submit an application to the next Interreg North East Europe Call, in the autumn of 2016. **JG**

A5 LEGAL OFFICER'S REPORT – GOVERNANCE REVIEW

AF/GE

The Board considered a report by the Secretary and Legal Adviser, detailing that a number of governance documents were due for review in Spring 2016. The report also recommended the setting up of a working group in relation to diversity issues, as outlined below.

Decision

The Committee:-

- (i) Noted the ongoing review work which will take place over the next few months; and
- (ii) Agreed that the Partnership Director and Legal Adviser should be tasked with convening a working group to examine the potential options for enhancing the diversity of representation on the SEStran Board by 2020, with membership to include Councillors Edgar, Imrie, Chisholm and Fullarton.

A6. PROGRAMME FOR GOVERNMENT

The Board considered a report by George Eckton, Partnership Director, commenting on potential emerging work priorities for the Scottish Government's Programme for Government 2016-17.

Decision

The Board: -

- (i) Noted the terms of the report;
- (ii) Noted the changed location of transport within Cabinet Secretaries' portfolios and the new Ministerial team;
- (iii) Agreed SEStran office bearers should progress on initial lobbying and influencing strategy for SEStran with the new Scottish Government Ministerial team building upon any priorities agreed at the Board meeting; and **GE/Chair**
- (iv)/

- (iv) Commented on a number of key priorities emerging from the Scottish Parliamentary Party manifestos for SEStran and highlighted a number of omissions which should be the subject of further lobbying, including e.g. East Linton, Sheriffhall, and Levenmouth. **GE**

A7. REVIEW OF SCOTTISH PLANNING SYSTEM

The Board considered a report by George Eckton, Partnership Director, on the recently published review of the land-use planning system in Scotland, by an independent panel.

Decision

GE

The Board: -

- (i) Noted the proposals of the Independent Review of the Scottish planning system.
- (ii) Agreed that officers should offer SEStran's support in the further development of Government's proposals in response to the panel's recommendations.
- (iii) Agreed that SEStran officers should write to the Cabinet Secretaries for Planning and Economy to articulate SEStran views of the future role of Regional Transport Partnership.

A8. REGIONAL TRANSPORT STRATEGY

The Board considered a report by Alastair Short, Strategy Manager, relating to the proposed development of a new Regional Transport Strategy.

Decision

The Board agreed to postpone full consideration of the report until the meeting to be arranged in relation to the appointment of a new Chair.

A9. HIGH SPEED RAIL

The Board considered a report by Trond Haugen, Adviser to SEStran, relating to two studies, the outcomes of which had been recently released by Transport Scotland and HS2. The HS2 (Broad Options) report covered the possible extension of High Speed Rail beyond Leeds and Manchester to the north of England and Scotland; the Transport Scotland report dealt with possible High Speed Rail between Glasgow and Edinburgh.

Decision

GE

The Board: -

- (i) Noted the issues raised with the report.
- (ii) Agreed that in the “targeted stakeholder conversation” with Transport Scotland on High Speed Rail, SEStran would pursue lobbying based upon positions raised in this discussion paper and any additional points agreed by the board as well as any relevant information that otherwise comes to light from other sources.
- (iii) Agreed that SEStran office bearers would write to the Secretary of State for Transport and the Transport Minister to ensure the additional work is undertaken to enable a full comparison of benefits of all options.

A10. COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

The Board considered a report by Alastair Short, Strategy Manager, which summarised a consultation on the draft guidance and regulations for the Community Empowerment (Scotland) Act 2015 in relation to community planning.

Decision

AS

The Board: -

- (i) Noted the above and approved the outline of the proposed response to Scottish Government subject to further comments made at the meeting.

A11. ROYAL SOCIETY OF ARTS - INCLUSIVE GROWTH COMMISSION

The Board considered a report by George Eckton, Partnership Director, outlining the recent launch of an Inclusive Growth Commission designed to understand and identify practical ways to make local economies across the UK more economically inclusive and prosperous.

Decision

GE

The Board: -

- (ii) Agreed to SEStran responding to the Royal Society of Arts - Inclusive Growth Commission developing the points discussed.

A12 BUS FORUM MINUTES OF 13TH MAY 2016

AS/GE

The Board discussed the minutes of the Bus Forum. Concerns were expressed particularly in relation to the recent withdrawal of services by First Bus.

Decision

It was agreed to invite the Transport Minister to a meeting of the Partnership to discuss Bus and wider transport issues.

B1. ANNUAL TREASURY REPORT 2015/16

The Board considered a report by Hugh Dunn, Treasurer, on the management of SEStran's treasury activities in financial year 2015/16.

Decision

The Board noted the Annual Report for 2015/16.

B2. SESPLAN - STRATEGIC DEVELOPMENT PLAN

The Board considered a report by Alastair Short, Strategy Manager, on the SESPlan Strategic Development Plan, setting out SESPlan's vision to guide growth in the south east of Scotland over the next twenty years.

Decision

The Board noted the progress of the SESplan Strategic Development Plan.

B3. MINUTES OF THE SESPLAN CROSS BOUNDARY IMPACTS GROUP

The Board noted the minutes of the SESplan Cross Boundary Impacts Group.

Decision

The Board agreed to approve the minutes.

B4. CONSULTATION RESPONSES BY SESTRAN

B4.1 FALKIRK COUNCIL - DRAFT STRATEGIC OUTCOMES AND LOCAL DELIVERY PLAN

The Board considered a report by Alastair Short, Strategy Manager, in relation to the Falkirk Strategic Outcomes and Local Plan, which replaced the existing Strategic Community Plan and Single Outcome Agreement. The reports commented that more work was required on the Plan, which was still at an early stage.

Decision

The Board noted the development of the Falkirk Strategic Outcomes and Local Delivery Plan and the proposed comments.

B4.2 HITRANS REGIONAL TRANSPORT STRATEGY - MAIN ISSUES REPORT

The Board considered a report by Alastair Short, Strategy Manager outlining the main issues arising from an exercise similar to SEStran's RTS revision, to revise their regional transport strategy.

Decision

The Board noted the development of the HITRANS RTS proposed comments on MIR as discussed in the report.

B5. MINUTES OF SUB-GROUPS

The Board considered the minutes of the following meetings: -

- B5.1 Access to Healthcare - 8th April 2016
- B5.2 Rail Forum - 22nd April 2016
- B5.3 Equalities Forum - 26th April 2016
- B5.4 Sustainable Transport Forum - 3rd May 2016
- B5.6 Chief Officer Liaison Group - 31st May 2016
- B6. Minutes of the Joint Rep Chairs - 2nd March 2016

Decision

The Board noted the minutes of the Sub-Groups.

4. AOCB

None.

5. DATE OF NEXT MEETING

AF/AC

The Board noted the next scheduled meeting of the Partnership would take place on 23rd September, but that arrangements would be made for the additional meeting referred to above as soon as possible.

The SEStran Regional Transport Strategy

1. Introduction

- 1.1** During our Regional Strategy Refresh process it was appreciated that any further “refresh” would have to involve a total re-write of the strategy starting from first principles, to reflect the changed circumstances that the new strategy will have to address especially in light of the changed financial and policy context since the first Regional Transport Strategy in 2008.
- 1.2** In the A7 Projects Report presented to the last Board, it was noted that we are now involved in the REGIO-MOB project para 5.4. Our involvement in the project gives us a great opportunity to work with others to develop the basis of a new strategy, building upon some of the emerging proposals from the Planning Review as detailed in A10 report and the Inclusive Growth aspects of the forthcoming Programme for Government 16-17 as outlined in A9 report, again these reports were presented to the 17th June Board meeting.

2. Discussion

- 2.1** The Board will be aware that in the SEStran Delivery Plan published on 1st January 2016 we gave a commitment, if funding was available, to completely review the RTS over the timescale of 2016-2018. The successful bid to INTERREG IVC programme for the REGIO-MOB project gives a significant resource contribution to undertake a review and the paper asks members to endorse the action to begin the formal process.
- 2.2** Section 5 of the Transport (Scotland) Act 2005 outlines the formulation and content of Regional Transport Strategies and the matters and organisations that should influence its development and the outcomes it should deliver for the region.
- 2.3** The REGIO-MOB project is a four year project the start of which can play a key and participative role, via the required SWOT analysis and needs analysis element, in the development of a Main Issues Report (MIR), which will identify the issues to be focused on in our proposed new RTS. Although the detailed timetable for the project has not been established it is proposed that this element needs to be completed within the first year.
- 2.4** In our refresh of the RTS we successfully argued that we did not require an SEA. This time, however, we need to be aware that a full SEA will be required. This requirement will have to be considered right from the initial development of the strategy through to identification of projects alongside other formal assessments which are required or considered best practice.

2.5 It is intended that through the REGIO-MOB process we will identify the methodology and best practice to be used as a basis of a new strategy, using the results of our initial work and learning from our project partners. As the project progresses the Board will be updated on progress but the initial timescale would seek to have a Main Issues Report ready for Board consideration and approval by December 2016.

3. Recommendation

3.1 The Board approves the development of a new Regional Transport Strategy for the SEStran area.

3.2 Agrees that SEStran officers should start the process of scoping of the potential impacts of the new Regional Transport Strategy across a number of assessment regimes.

3.3 Notes that the development of the REGIO-MOB project will provide clear synergies with the development of the new RTS.

3.4 Agrees that a further report outlining a detailed programme plan for the renewal of the RTS will be brought to the September Board meeting alongside any initial views of scoping of significant effects e.g. environmental, equality, socio-economic, from discussions with statutory and non-statutory partners.

Alastair Short
 Strategy Manager
 6th June 2016

Policy Implications	Policy Development
Financial Implications	Potentially
Race Equalities Implications	Potentially
Gender Equalities Implications	Potentially
Disability Equalities Implications	Potentially
Climate Change Implications	Potentially