

SEStran Partnership Board Minutes

10am, Friday 19 June 2020

Microsoft Teams

<u>Present</u>	<u>Name</u>	<u>Organisation Title</u>
	Cllr Gordon Edgar (Chair)	Scottish Borders Council
	Laura Alexander	Non-Councillor Member
	Cllr Donald Balsillie	Clackmannanshire Council
	Cllr Colin Davidson	Fife Council
	Cllr Dave Dempsey	Fife Council
	Cllr Karen Doran	City of Edinburgh Council
	Cllr Ian Ferguson	Fife Council
	Cllr Jim Fullarton	Scottish Borders Council
	Vivienne Gray	Non-Councillor Member
	Callum Hay	Non-Councillor Member
	Cllr Norman Hampshire	East Lothian Council
	Simon Hindshaw	Non-Councillor Member
	Cllr Craig Hoy	East Lothian Council
	Cllr Russell Imrie	Midlothian Council
	Richard Llewellyn	Non-Councillor Member
	Cllr Claire Miller	City of Edinburgh Council
	Cllr Cathy Muldoon	West Lothian Council
	Cllr Laura Murtagh	Falkirk Council
	Cllr Cameron Rose	City of Edinburgh Council
	Cllr Peter Smaill	Midlothian Council
	Dr Doreen Steele	Non-Councillor Member
	Catherine Thomson	Non-Councillor Member
	Barry Turner	Non-Councillor Member
	Paul White	Non-Councillor Member

In Attendance

Kevin Collins	Falkirk Council
Keith Fisker	SEStran
Peter Forsyth	East Lothian Council
Nicola Gill	West Lothian Council
Jim Grieve	SEStran
Anna Herriman	SEStran
Hannah Markley	SEStran
Graeme Johnstone	Scottish Borders Council
Gavin King	City of Edinburgh Council (Secretary)
Graeme Malcolm	West Lothian Council
Martin Scott	City of Edinburgh Council
John Mitchell	Fife Council
Iain Shaw	City of Edinburgh Council
Jim Stewart	SEStran
Julie Vinders	SEStran
Andrew Ferguson	SEStran

Apologies for Absence

Cllr David Key	City of Edinburgh Council
Cllr Lesley Macinnes	City of Edinburgh Council
Cllr Chris Horne	West Lothian Council
Cllr Paul Garner	Falkirk Council
Ken Gourlay	Fife Council
Douglas Proudfoot	East Lothian Council

A1. Minutes

Decision

- 1) To agree the minute of the SEStran Partnership Board of 6 December 2019 as a correct record.
- 2) To agree the minute of the Performance and Audit Committee of 6 March 2020 as a correct record.
- 3) To agree the minute of the Performance and Audit Committee of 5 June 2020 as a correct record.

A2. Use of Delegated Powers in the Light of Board Cancellation

The Board meeting scheduled for 20th March 2020 had to be cancelled due to the pandemic crisis and subsequent restrictions on gatherings. Details were provided of the decisions made under delegated powers in the absence of a Board meeting.

Decision

To note the decisions progressed under paragraph 40 of Standing Orders.

(Reference – report by the Partnership Director, submitted)

A3(a). Unaudited Annual Accounts 2018-19

The unaudited annual accounts for the year ended 31 March 2020 were presented.

Decision

1. To note the unaudited accounts.
2. To note that the audited Annual Accounts, incorporating the External Auditor's report, would be presented to the Performance and Audit Committee and Partnership Board in September 2020.

(Reference – report by the Treasurer, submitted)

A3(b). Annual Treasury Management Strategy

The Partnership had adopted the CIPFA Code of Practice on Treasury Management in the Public Sector, and under the code, an Annual Report on Treasury Management must be submitted to the Partnership after the end of each financial year. The Annual Treasury Report for 2019/20 was presented.

Decision

To note the Annual Treasury report for 2019/20.

(Reference – report by the Treasurer, submitted)

A4. New Regional Transport Strategy – Main Issues Report Update

An update on progress to develop the new Regional Transport Strategy (RTS), as agreed by the Board on 21 June 2019 was provided. The update covered the period of MIR development just prior to the cancelled 20 March 2020 Board meeting.

The preliminary 'Main Issues' stage of the RTS was complete, and preparations for the next stages of the RTS's development were substantially prepared.

A review of the RTS delivery programme was recommended to take account of any required changes in relation to Covid-19.

Decision

- 1) To note the content of the report.
- 2) To note the requirement to review the delivery programme to take account of the resource effects and consequences to transport delivery of COVID-19.
- 3) To agree that, to minimise potential delays to the ongoing progress of the project, approval of a revised programme for delivery of the RTS was delegated

to the Partnership Director in consultation with the Chair following the detailed review.

- 4) To build in a formal review of the Regional Transport Strategy development in 18 months.

(Reference – report by the Strategy and Projects Officer, submitted)

A5. Establishment of South East Scotland Transport Transition Group

On 26 May 2020, Transport Scotland published its Transport Transition Plan. The Plan provided further guidance on how the transport implications of the Scottish Government's Route Map to recovery from the Covid-19 pandemic crisis would be managed and how the transport sector could increase service levels whilst maintaining physical distancing measures. One of the actions arising from the Transport Transition Plan was the establishment of regional Transport Transition groupings for the Edinburgh and Glasgow areas, as well as the creation of a national level advisory grouping.

As a key partner with a regional statutory role and perspective, SEStran was tasked with leading the co-ordination of a Project Plan for the South East of Scotland Transport Transition Group, to support the rapid development of a set of regional measures to address the anticipated problems associated with the easing of lockdown, particularly those relating to public transport where capacity would be substantially reduced as a result of required physical distancing.

Decision

- 1) To note the progress made in a short timescale towards pulling together a Regional Transition Plan.
- 2) To agree to SEStran's involvement as detailed in section 2.4 of the report by the Partnership Director.

(Reference – report by the Partnership Director, submitted)

A6. Projects Performance Report

An update was provided on the progress of the various projects SEStran delivered. The update covered the position on Covid-19 in relation to project delivery and consultancy services required this financial year.

Decision

- 1) To note the content of the report and progress on current projects.
- 2) To approve the realignment of funds from Real Time Passenger Information as outlined in paragraph 3.1 of the report.
- 3) To approve the Grant award outlined in Section 2.3 of the SEStran Projects Update Report (Appendix 1), of £64,000 to West Lothian Council.

(Reference – report by the Senior Partnership Manager, submitted)

A7. Date of Next Meeting

Decision

To note that the next meeting would be held on Friday 25 September 2020 at 10am.

B1. Risk Management Report

The biannual update on the risk register was presented as part of the Partnership's overall risk management framework.

The risk register had been submitted to the Performance and Audit Committee at its meeting on 5 June for comments and these were reflected in the final risk register.

Decision

To note the report.

(References – Performance and Audit Committee 5 June 2020 (item A7); report by the Senior Partnership Manager, submitted)

B2. Consultation Responses

(a) City Plan 2030 and City Mobility Plan

SEStran had responded to the joint consultation on the City of Edinburgh Council's City Plan 2030 (Local Development Plan) and City Mobility Plan. Given that the two plans were inextricably linked, a single response had been submitted in addition to online responses to both questionnaires.

Decision

To note the terms of the consultation response.

(Reference – report by the Project Officer, submitted)

B3. Minutes

Decision

To note the minute of the Chief Officers Liaison Group meeting of 27 May 2020.