

PERFORMANCE & AUDIT COMMITTEE

**REMOTE MEETING VIA MS OFFICE TEAMS
ON FRIDAY 5 March 2021
2pm**

PRESENT:	<u>Name</u>	<u>Organisation Title</u>
	Councillor Imrie (Chair)	Midlothian Council
	Councillor Dempsey	Fife Council
	Councillor Fullarton	Scottish Borders Council
	Councillor Horne	West Lothian Council
	Councillor Hoy	East Lothian Council
	Councillor Rose	City of Edinburgh Council
	Callum Hay	Non-Councillor Member
	Simon Hindshaw	Non-Councillor Member
	Barry Turner	Non-Councillor Member
IN ATTENDANCE:	<u>Name</u>	<u>Organisation Title</u>
	Angela Chambers	SEStran
	Andrew Ferguson	SEStran
	Jim Grieve	SEStran
	Beth Harley-Jepson	SEStran
	Anna Herriman	SEStran
	Peter Jackson	SEStran
	Gavin King	City of Edinburgh Council
	Martin Scott	City of Edinburgh Council
	Iain Shaw	City of Edinburgh Council
	Karen Jones	Azets

Action by

A1. ORDER OF BUSINESS

It was confirmed that there was no change to the order of business.

A2. APOLOGIES

Apologies were received from Councillor Murtagh and Dr Doreen Steele

A3. DECLARATION OF INTERESTS

None.

A4. MINUTES

To approve the minute of the Performance and Audit Committee of 6

November 2021 as a correct record.

A5. EXTERNAL AUDIT PLAN 2020/21

A summary of the work plan for the 2020/21 external audit of the South East of Scotland Transport Partnership (“the Partnership”) was provided.

Decision

To note the External Audit Plan for 2020/21.

(Reference – report by the External Auditor, submitted)

A6. Finance Reports

(a) Revenue Budget 2021-22 to 2022-23

Details were provided of the revenue budget for 2021/21 and an indicative financial plan for 2022/23 to 2023/24 for review by the Committee.

Decision

- 1) To note the financial planning assumptions for the Partnership’s proposed revenue budget for 2021/22.
- 2) To note that financial planning for 2022/23 to 2023/24 will be developed throughout 2021 for consideration by the Partnership in December 2021.
- 3) To note that the proposed budget was subject to a number of risks. All income and expenditure of the Partnership would continue to be monitored closely with updates reported to each Partnership meeting.
- 4) To agree that there needed to be further detailed consideration of future resource requirements, particularly in relation to the issue of finance but more broadly as well and to request that the Partnership Board endorse this position.

(Reference – report by the Treasurer, submitted)

(b) Annual Treasury Management Strategy

Details were provided on the proposed Treasury Management Strategy for 2021/21.

Decision

To refer the Strategy to the Partnership Board to approve the continuation of the current arrangement, as outlined in Appendix 1.

(Reference – report by the Treasurer, submitted)

A7. DRAFT BUSINESS PLAN 2021-22 to 2022-23

Committee's views were sought on a proposed three-year Business Plan for SEStran for 2021/22 to 2022-23.

Decision

- 1) To note the terms of the report.
- 2) To recommend to the Board that it consider the initial draft Business Plan at the March Board, with a final version taking into account the budget outturn and other developments being brought back to this Committee for further scrutiny and onward transmission to the Board in June.

(Reference – report by the SEStran Consultant, submitted)

A8. PROJECTS PERFORMANCE REPORT

Information was provided on the current status and progress of the various projects SEStran was involved in. The report set out where effects of Covid-19 restrictions had an impact on delivery timescales.

Decision

- 1) To note progress on current projects outlined in the Projects Performance Report (appendix 1) including where impacts or delays have been recorded in relation to Covid-19.
- 2) To the arrangements in place for SEStran's membership within European Projects.
- 3) To agree to provide a details of initial expected completion dates and predicted completion dates of projects and to agree that details would be provided in terms of how far projects had been progressed.
- 4) To agree that the Senior Partnership Manager would ask the BLING project to ensure the issue of carbon emissions relating to blockchain technology is being considered before the project is concluded.

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

A9. GO e-Bike PROJECT IMPACT REPORT

In response to an action agreed at the Performance and Audit Committee in June 2020, an assessment of the overall impact and value of the ongoing GO e-Bike project that commenced in April 2018 was provided.

Decision

- 1) To note the positive value and impact in the region outlined in the GO e-Bike Impact Report and Go e-Bike Annual Report 2019/20.
- 2) To agree to provide details on the project's reach, information on the numbers that had their first e-bike experience through the project and any impact the project has had on changing behaviours.

(References – SEStran Performance and Audit Committee, 5 June 2020 (item A8); report by the Senior Partnership Manager, submitted)

A10. DATE OF NEXT MEETING

Friday 4 June 2021 at 10.00am