

## SEStran Partnership Board Minutes

10.00am, Friday 17 June 2022

Dean of Guild Court Room, City Chambers, Edinburgh, and Microsoft Teams

### Present

<u>Name</u>	<u>Organisation Title</u>
Cllr Colin Davidson (Chair)	Fife Council
Cllr Scott Arthur	City of Edinburgh Council
Cllr Dianne Alexander	Midlothian Council
Linda Bamford	Non-Councillor Member
Cllr Ruaridh Bennett	East Lothian Council
Alastair Couper	Non-Councillor Member
Geoff Duke	Non-Councillor Member
Cllr Derek Glen	Fife Council
Callum Hay	Non-Councillor Member
Simon Hindshaw	Non-Councillor Member
Cllr Fiona Law	Clackmannanshire Council
Cllr Robin Lawson (Deputy)	Fife Council
Cllr John McMillan	East Lothian Council
Cllr Marie-Clair Munro	City of Edinburgh Council
Cllr Sally Pattle (Deputy)	West Lothian Council
Kate Sherry	Non-Councillor Member
Doreen Steele	Non-Councillor Member
Paul White	Non-Councillor Member

### In Attendance

Angela Chambers	SEStran
Kevin Collins	Falkirk Council
Andrew Ferguson	SEStran
Keith Fisker	SEStran
Nicola Gill	West Lothian Council
Jim Grieve	SEStran
Anna Herriman	SEStran

Gavin King	City of Edinburgh Council
John Mitchell	Fife Council
Martin Scott	City of Edinburgh Council
Iain Shaw	City of Edinburgh Council
Jamie Robertson	City of Edinburgh Council

### **Apologies for Absence**

Cllr Margaret Anslow	Falkirk Council
Cllr Denis Coyne	Clackmannanshire Council
Cllr Jane Cox	Scottish Borders Council
Cllr Paul Garner	Falkirk Council
Cllr Russell Imrie	Midlothian Council
Cllr Kevin Lang	City of Edinburgh Council
Cllr Jenny Linehan	Scottish Borders Council
Cllr Lesley Macinnes	City of Edinburgh Council
Cllr Kirsteen Sullivan	West Lothian Council

## **Order of Business**

---

Prior to election of a Chair, the Secretary took the chair, and confirmed that the Order of Business was intended to be as per the agenda.

### **A1. Appointments**

---

The Board considered a report by the Partnership Secretary as regards the following appointments of Members:

- (a) Chairperson
- (b) Deputy Chairpersons(s)
- (c) Members of the Performance and Audit Committee
- (d) Members of the Succession Planning Committee
- (e) Members of the Appointments Committee

Councillor Lawson, seconded by Councillor Pattle, proposed Councillor Davidson as Chairperson of the Partnership.

### **Decision**

- 1) The Board appointed Councillor Davidson as Chairperson of the Partnership, following which, Councillor Davidson took the Chair.
- 2) After discussion the Board agreed to appoint two Deputy Chairpersons.

The Board appointed the following Deputy Chairpersons:

Councillor Pattle (proposed Councillor Davidson, seconded Councillor Lawson)

Councillor Lawson (proposed Councillor Davidson, seconded Councillor Pattle).

- 3) The following members of the Performance and Audit Committee were appointed, with the Secretary delegated, in consultation with the Chair and Deputies, to write to City of Edinburgh, East Lothian, Falkirk, and Scottish Borders Councils for their nominees and Non-Councillor Members for a nominee:

Councillor Fiona Law (Clackmannanshire), Councillor Derek Glen (Fife Council), Councillor Russel Imrie (Midlothian), Councillor Sally Pattle (West Lothian Council), Simon Hindshaw, Callum Hay and Dr Doreen Steele

The Board appointed Councillor Imrie as Chairperson of the Performance and Audit Committee.

- 4) Councillor Alexander and Doreen Steele were appointed to the Succession Planning Committee to serve along with Councillor Davidson as Chair.

Doreen Steele indicated her willingness to serve on the Succession Planning Committee, subject to no other non-councillor members expressing an interest; the matter was delegated to the Partnership Director in consultation with the Chair to seek views from the other Non-Councillor Members and report back to the next meeting if there was further interest.

- 5) Doreen Steele was appointed to the Appointments Committee to serve along with Councillor Davidson as Chair of the Board and Councillor Imrie as Chair of the Performance and Audit Committee.

(Reference – report by the Partnership Secretary, submitted)

## **A2. Minutes**

---

### **Decision**

To agree the minute of the SEStran Partnership Board of 18 March 2022 as a correct record.

## **A3. Finance Reports**

---

### **A3(a) Unaudited Annual Accounts 2021/22**

The unaudited Annual Accounts for the year ended 31<sup>st</sup> March 2021 were presented in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

### **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 due course.

(Reference – report by the Treasurer, submitted)

### **A3(b) Annual Treasury Report 2021/22**

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 2021/22 was presented.

#### **Decision**

To note the Annual Treasury report for 2021/22.

(Reference – report by the Treasurer, submitted)

## **A4. Regional Transport Strategy 2035**

---

The Board were presented with a report providing an update on the status of the draft Regional Transport Strategy (RTS) and given a brief history of how the draft RTS developed, providing background for new members of the Partnership Board in advance of consideration and final approval of the draft RTS.

#### **Decision**

- 1) To note the statutory consultation on the draft Regional Transport Strategy had concluded.
- 2) To note that a final draft of the RTS would be presented to the next Board meeting for approval by the Partnership Board.
- 3) To note that Board Members should contact Jim Grieve (Partnership Director) or Jim Stewart (Strategy Manager) if they have any questions prior to the presentation of the final draft of the RTS at the next meeting of the Board.

(References – SEStran Partnership Board, 18 March 2021 (item A5); report by the Strategy and Projects Officer, submitted)

## **A5. Projects Performance Report**

---

Details were provided on progress over the last quarter across SEStran's projects and key work streams. Impacts on progress or delivery were explained where required and new areas of work were highlighted.

#### **Decision**

- 1) To note progress on existing projects outlined in the Performance Report at Appendix 1 of the report.
- 2) To agree the commencement of work to develop a Programmed Investment Plan, as set out in consultation with partners, outlined in paragraph 3 and Appendix 1 of the report.

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

## **A6. New Member Induction**

---

Proposals for an induction and training programme for Partnership Board members were outlined. It was proposed that a generic training and induction programme should be delivered to new members.

### **Decision**

- 1) To note the contents of the report.
- 2) To approve the date of the induction session as 23 September 2022.

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

## **A7. Date of Future Meetings**

---

### **Decision**

#### **Partnership Board**

To note that the next meeting would be held on Friday 23 September 2022 at 10.00am, Dean of Guild, City Chambers, 253 High Street, Edinburgh, EH1 1YJ/ Teams

To note that a meeting would be held on Friday 2 December 2022 at 10.00am, Council Chamber, City Chambers, 253 High Street, Edinburgh, EH1 1YJ / Teams

#### **Performance and Audit Committee**

To note that the next meeting would be held on Friday 9 September 2022 at 1.00pm – Venue TBC.

To note that a meeting would be held on Friday 18 November 2022 at 1.00m – Venue TBC.

## **B1. Consultation Response – Strategic Transport Projects Review (STRP2)**

---

Details were provided of SEStran’s response submitted on the consultation on the draft second Strategic Transport Projects Review (STPR2) for Scotland.

### **Decision**

To note the terms of the consultation response.

## **B2. Minutes**

---

### **Decision**

- 1) To note the minute of the Equalities and Access to Healthcare Forum of 31 March 2022.
- 2) To note the minute of the Chief Officers’ Liaison Group Meeting of 25 May 2022.