

SESTRAN PARTNERSHIP BOARD MEETING

Dean of Guild Courtroom, City Chambers, Edinburgh, EH1 1YJ
Or via Microsoft Teams
10:00am Friday 15th March 2024

09:30 TEA/COFFEE
10:00 PARTNERSHIP BOARD
11:30 BREAK
11:45 PARTNERSHIP BOARD
13:00 LUNCH

AGENDA

Page No's

- 1. ORDER OF BUSINESS**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST**

AGENDA A – POINTS FOR DECISION

- | | | |
|------------|---|-------------------------------------|
| A1. | MINUTES
<u>For Approval</u>
(a) Partnership Board – Friday 1 st December 2023
(b) Performance and Audit Committee – Friday 1 st March 2024 | 6
12 |
| A2. | FINANCE REPORTS - Reports by Richard Lloyd-Bithell, Treasurer/Iain Shaw
(a) Revenue Budget 2024/25 and Indicative Financial Plan 2025/26 to 2026/27
(b) Annual Treasury Management Strategy
(c) Finance Officers Report | 17
27
29 |
| A3. | PARTNERSHIP DIRECTOR'S REPORT – Presentation by Brian Butler | |
| A4. | GRANT STANDING ORDERS – Report by Michael Melton | 35 |
| A5. | ACTIVE TRAVEL BEHAVIOUR CHANGE – PEOPLE AND PLACE GRANT PROCESS – Report and presentation by Michael Melton | 44 |
| A6. | GO-SESTRAN FUTURE APPROACH – Report by Andrew Ferguson | 69 |
| A7. | DEVELOP TO DELIVER REPORT (Joint RTP Report on national transport governance) – Report by Brian Butler | 76 |

- A8. DATE OF NEXT MEETING:**
The date of the next meeting is **10:00am on Friday 21st June 2024**

AGENDA B – POINTS FOR NOTING

- | | |
|--|------------|
| B1. EXTERNAL AUDIT PLAN 2023/24 – Report by Christopher Gardner, External Auditor, Audit Scotland | 85 |
| B2. PROJECTS AND STRATEGY PERFORMANCE – Report by Keith Fisken | 101 |
| B3. MINUTES
B3.1 Chief Officers' Liaison Group Meeting – 14th February 2024 | 124 |

Gavin King
Secretary to SESTRAN
Head of Democracy, Governance and Resilience
Strategy & Communication Division
The City of Edinburgh Council
Waverley Court 2.1
Edinburgh
EH8 8BG

8 March 2024

Telephone: 0131 529 4239 or E-mail: gavin.king@edinburgh.gov.uk
Agendas and papers for all SEStran meetings can be accessed on www.sestran.gov.uk

Partnership Board Agenda Briefing Note - Friday 15th March 2024

<u>Item</u>	<u>Paper</u>	<u>Board Action</u>
<p><u>A2</u></p>	<p><u>Finance Reports</u></p> <p>(a) <u>Revenue Budget 2024/25 and Indicative Financial Plan 2025/26 to 2026/27</u></p> <ul style="list-style-type: none"> • Balanced budget proposed for 2024/25 • Total constituent council requisitions remain fixed at £0.190m – no increase requested • Partnership is awaiting confirmation of additional funding of £5.7m from the Scottish Government for the “Active Travel Behaviour Change and Access to Bikes” programme. (The Scottish Government is asking Regional Transport Partnerships to lead on this programme in 2024/25, with a national funding allocation of £20m) • The Partnership retains a reserve of £49,000, which is consistent with the Partnership’s Reserve Policy of 5% of core budget <p>Report recommends approval of the proposed revenue budget for 2024/25.</p> <p>(b) <u>Annual Treasury Management Strategy</u></p> <ul style="list-style-type: none"> • Partnership’s banking is arranged through the City of Edinburgh Council’s Treasury Management Team • Partnership benefits from City of Edinburgh Council’s counter-part security <p>Report recommends continuation of existing Treasury Management arrangements.</p> <p>(c) <u>Finance Officers Report</u></p> <ul style="list-style-type: none"> • 2023/24 - Underspend of £68,000 forecast on core expenditure and £82,000 on projects expenditure • Subject to confirmation of outturn, it is anticipated both underspends will be carried forward under the Board’s Reserves Policy 	<p><u>FOR APPROVAL</u></p> <p> </p> <p><u>FOR APPROVAL</u></p> <p> </p> <p><u>FOR DISCUSSION AND NOTING</u></p>
<p><u>A3</u></p>	<p><u>Partnership Directors Report</u></p> <p>The Partnership Director will provide updates on:</p> <ul style="list-style-type: none"> - The external audit plan - The projects tracker - Funding 	<p><u>FOR DISCUSSION AND NOTING</u></p>

	<ul style="list-style-type: none"> - The Regional Bus Strategy - The Regional EV Strategy - Travel to Healthcare - Sustainable Travel Hierarchy <p>The Board is encouraged to discuss the updates, particularly around funding, organisational sustainability, and the emerging approach to supporting delivery of the government's climate change commitments and the sustainable travel hierarchy.</p>	
<u>A4</u>	<p><u>Grant Standing Orders</u></p> <p>New Grant Standing Orders are proposed to be added to SEStran's governance scheme to provide clear roles and responsibilities in the distribution of grants. The Grant Standing Orders are based on those used by City of Edinburgh Council, and have been reviewed by SEStran's solicitors.</p> <p>The Board should satisfy itself that the Standing Orders provide a robust governance framework to oversee the award of grants by SEStran, and will suitably support the delivery of the RTS.</p>	<u>FOR APPROVAL</u>
<u>A5</u>	<p><u>Active Travel Behaviour Change – People and Place Grant Process</u></p> <p>This first part of this paper presents the final People and Place Plan for delivering active travel behaviour change in the SEStran region for noting. This Plan represents a shift to devolve the decision making and accountability for the distribution of active travel behaviour change funds from Transport Scotland to a regional level. The Plan has been developed in consultation with each partner Local Authority, and has been noted by the Performance and Audit Committee.</p> <p>The Board may wish to focus on how the People and Place can support and drive behaviour change in the region, and any opportunities to enhance this work in future years. The Board will also want to be assured that the governance arrangements for the programme in 24/25 will provide it with adequate oversight of the significant investment that will be made by SEStran.</p> <p>The second part of this paper seeks approval for the eligibility and assessment criteria for the People and Place Grant Fund, which will be run to offer funding to third</p>	<p><u>FOR DISCUSSION AND NOTING</u></p> <p><u>FOR APPROVAL</u></p>

	<p>parties to deliver specific elements of the People and Place Plan.</p> <p>The Board should satisfy itself that the criteria are fair and robust to deliver the best possible outcomes for the region. They may also want to consider how the criteria will support the achievement of best value from the grant fund.</p>	
<u>A6</u>	<p><u>GoSEStran Future Approach</u></p> <p>The current licence with the tech company for the GoSEStran MaaS platform currently ends on the 31st of March. The paper sets out the risks and opportunities involved in potential extension of the project using gap funding from Transport Scotland.</p> <p>There is a recommendation that the Board agree that SEStran officers, in partnership with Tactran, extend the current licence for 6 months to allow Transport Scotland to analyse the MIF pilots and decide long-term funding options. The paper sets out certain success criteria to be met in time for an update to the September Board meeting to decide the future after the 6-month extension.</p>	<u>FOR APPROVAL</u>
<u>A7</u>	<p><u>Develop to Deliver Report</u></p> <p>This report is a policy document prepared by Scotland's seven Regional Transport Partnerships (RTPs) on the opportunities to maximise the role of the partnerships in delivering strategic transport improvements, working with Transport Scotland and other stakeholders.</p> <p>The Board is asked to consider the strategic opportunities presented by this piece of work and to discuss potential focus areas in the short to medium term.</p>	<u>FOR DISCUSSION AND NOTING</u>