

PERFORMANCE & AUDIT COMMITTEE

**Dean of Guild Court Room, City Chambers, Edinburgh, EH1 1YJ
 and via Microsoft Teams
 on Friday 1 March 2024
 1.00pm**

PRESENT:	<u>Name</u>	<u>Organisation Title</u>
	Councillor Imrie (Chair)	Midlothian Council
	Councillor Glen	Fife Council
	Simon Hindshaw	Non-Councillor Member
	Councillor Linehan	Scottish Borders Council
	John Scott	Non-Councillor Member
	Doreen Steele	Non-Councillor Member
	Councillor McMillan	East Lothian Council

IN ATTENDANCE:	<u>Name</u>	<u>Organisation Title</u>
	Brian Butler	SEStran
	Cameron Duck	SEStran
	Keith Fisker	SEStran
	Daniel Baigrie	City of Edinburgh Council
	Rachel Murphy	SEStran
	Iain Shaw	City of Edinburgh Council
	Michael Melton	SEStran
	Tarryn Wilson-Jones	SEStran
	Lucy Telling	SEStran
	Nikki Boath	SEStran
	Callum Hay	SEStran

Action by

A1. ORDER OF BUSINESS

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

A2. APOLOGIES

Apologies were submitted on behalf of Councillor Fiona Law
 (Clackmannanshire Council)

A3. DECLARATION OF INTERESTS

None.

A4. MINUTES

To approve the minute of the Performance and Audit Committee of 17 November 2023 as a correct record.

A5. EXTERNAL AUDIT PLAN 2023-24

Officers presented the Annual External Audit Plan for the 2023/24 period. It was noted that this was a low-risk audit and where risks were identified there are mitigations in place.

Decision

- 1) To note the External Audit Plan
- 2) To refer the External Audit Plan to the Partnership Board meeting on 15th March 2024

(Reference – report by the Treasurer, submitted)

A6. FINANCE REPORTS

a) REVENUE BUDGET AND INDICATIVE FINANCIAL PLAN

Officers presented an update on the development of a revenue budget for 2024/25 and an indicative financial plan for 2025/26. There was an assumption that the core funding of £0.782m from Scottish Government will remain unchanged.

It was noted that the 2023 Actuarial Valuation for Lothian Pension Fund recommended a reduction of 6.3% in employer contribution rates resulting in a £33,000 cost reduction for the Partnership.

A revenue budget with a standstill council requisition of £190,000 had been prepared in consultation with officers of the Partnership and the Partnership's Chief Officers Group.

Decision

- 1) To note the financial planning assumptions for the Partnership's proposed revenue budget for 2024/25
- 2) To note that the revenue budget is likely to change significantly when Transport Scotland confirms plans for the People and Place Programme.
- 3) To note the financial planning for 2025/26 and future years will be developed throughout 2024 for consideration by the

Partnership in December 2024

- 4) To note that the proposed budget is subject to a number of risks. All income and expenditure of the Partnership will continue to be monitored closely with updates reported to each Partnership meeting.
- 5) To note that the revenue budget for 2024/25 will be presented at the Partnership Board on the 15th March 2024.

(Reference – report by the Treasurer, submitted)

b) ANNUAL TREASURY MANAGEMENT STRATEGY 2024/25

Officers presented a report to propose the Treasury Management Strategy for 2024/25. It was recommended that the Partnership maintains its current banking arrangements with the City of Edinburgh Council's group of bank accounts.

It was noted that arrangements were put in place given the existing administration arrangement with the City of Edinburgh Council and the relatively small investment balances the Partnership had. Although any investment return would be small, the Partnership would gain security from its counterparty exposure being to the City of Edinburgh Council.

Decision

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

(Reference – report by the Treasurer, submitted)

A7. PEOPLE AND PLACE PLAN

Officers provided a report regarding the People and Place Plan which summarised work carried out to date, future plans and the management of grant award funding in 2024/25. A proposal to use Transport Scotland Funding allocation would focus on the following key themes: schools and young people, workplaces, accessibility and inclusion, capacity and capability building.

Decision

- 1) To note the content of the report and appendices.
- 2) To note that this report will be presented at the Partnership

Board on the 15th of March 2024.

- 3) To agree that a Sub-Committee of the Performance and Audit Committee would meet to scrutinise this project.

(Reference – report by the Programme Manager, submitted)

A8. PROJECTS AND STRATEGY PERFORMANCE

Officers presented the report which gave an overview of the performance of the Partnership's strategy and project workstreams over the previous quarter.

Officers highlighted progressing in relation to new Brompton Go E-Bikes which will be sited at Queen Margaret University and stored securely.

Officers noted the challenges associated with real-time bus trackers across the area and that work with bus operators to resolve issues is ongoing.

Decision

- 1) To note the progress recorded in the past quarter, summarised in the report appendices.
- 2) To agree on the new timeline for an integrated Business Plan and monitoring approach.
- 3) To note that the Grant Standing Orders will be considered by the Partnership's Board.
- 4) To note that the Eligibility and Assessment Process will also be considered by the Partnership's Board.

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

A9. DEVELOP TO DELIVER REPORT

Officers presented the report to inform the Performance and Audit Committee of 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 others.

Decision

- 1) To note the Develop to Deliver 2023 Refresh report.
- 2) To note the report will be presented to the 15th March 2024 Partnership Board to endorse the principles of collaboration, opportunities for regional coordination and the role of Regional Transport Partnerships in enabling liaison between national and local authorities.
- 3) To note that the report will then be shared with CoSLA, SCOTS and Transport Scotland and used as the basis for discussion about devolving some roles and responsibilities from Transport Scotland to the RTPs, in line with the principles enshrined in the Verity House agreement.

(Reference – report by the Partnership Director, submitted)

A10. DATE OF NEXT MEETING

Friday 7 June 2024