

SESTRAN PARTNERSHIP BOARD MEETING
Dean of Guild Room, City Chambers, Edinburgh, EH1 1YJ
Or via Microsoft Teams
10:00am Friday 05 December 2025

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

AGENDA

- 1. ORDER OF BUSINESS**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST**
- 4. HIGHLIGHTS FROM SESTRAN SUMMIT – 4 DECEMBER 2025 – Verbal Update by Cllr Russell Imrie**

AGENDA A – POINTS FOR DECISION

- A1. MINUTES (For Approval)**
(a) Partnership Board – 26th September 2025
(b) Performance and Audit Committee – 21st November 2025
(c) Partnership Board Special Meeting – 28th November 2025
- A2. FINANCE REPORTS - Reports by Richard Lloyd-Bithell, Treasurer/Iain Shaw**
(a) Indicative Financial Plan 2026/27 to 2027/28
(b) Finance Officer's Report
(c) Financial Planning Procedure
- A3. REGIONAL GOVERNANCE REPORT – Report by Andrew Ferguson**
- A4. GRANT STANDING ORDERS – Report by Michael Melton**
- A5. PEOPLE & PLACE PROGRAMME- Report by Michael Melton**
- A6. NON-COUNCILLOR MEMBER APPOINTMENTS – Report by Angela Chambers**

- A7. SCOTLAND'S DRAFT CLIMATE CHANGE PLAN CONSULTATION** – Report by Rebecca Smith
- A8. PROGRAMME OF MEETINGS 2026** – Report by Angela Chambers
- A9. DATE OF NEXT MEETING:**
The proposed date of the next meeting is **13th March 2026**

AGENDA B – POINTS FOR NOTING

- B1. SESTRAN CONSULTATION RESPONSES** – Report by Keith Fiskien
- B2. RISK MANAGEMENT** – Report by Angela Chambers
- B3. PROJECTS REPORT** – Report by Michael Melton
- B4. CLIMATE CHANGE DUTIES REPORT** – Report by Rebecca Smith

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

28 November 2025

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 – 05 December 2025

Item	Paper	Board Action
A2(a)	<p>Indicative Financial Plan 2026/27 to 2027/28</p> <p>The report updates financial planning for the 2026/27 revenue budget and indicative plans through 2028/29, based on assumptions of continued Transport Scotland core grant funding (£743k) and People and Place Programme support at 2025/26 levels. Provision is made for pay awards, pension contributions, and project allocations including the RTS Delivery Plan and Regional Bus Strategy. Reserves remain above the minimum required, though funding confirmation and project recharge levels present risks. A final budget will be presented to the Partnership Board in March 2026, with ongoing review of costs, reserves, and discussions with Transport Scotland.</p>	<u>For Noting</u>
A2 (b)	<p>Finance Officer's Report</p> <p>The report provides the second update on 2025/26 financial performance to October, confirming Core expenditure of £513k within budget and a forecast Projects underspend of £100k, largely due to external funding for the RTS Delivery Plan and carry-forward of Multi-Modal Interchange funding to 2026/27. Reserve drawdown is now expected to be £32k, leaving an unallocated balance of £189k (22% of Core budget) at year-end. Cash balances remain positive, supported by Scottish Government grants, and both Core and Projects budgets will continue to be monitored for the remainder of the year.</p>	<u>For Noting</u>
A2 (c)	<p>Financial Planning Procedure</p> <p>The report presents a new Financial Planning Procedure developed in response to the 2024/25 Annual Audit recommendation that the Partnership extend its financial planning horizon and link projections to strategic priorities. The procedure now covers a three-year period, as reflected in the Indicative Financial Plan 2026/27 to 2028/29, and is supported by City of Edinburgh Council officers. The Partnership is asked to approve the procedure as set out in Appendix 1.</p>	<u>For Approval</u>

A3	Regional Governance Report The report outlines potential changes to regional transport governance, ranging from maintaining the current RTP model to enhanced regional roles, City Region Deal structures, or mayoral-style authorities. These developments present both risks and opportunities for SEStran, with implications for its future functions and influence. Members are asked to consider the options, contribute to the ongoing debate, and delegate the Partnership Director to represent SEStran in discussions.	<u>For Noting</u>
A4	Grant Standing Orders This report presents the result of a regular review of the Grant Standing Orders and proposes a small number of changes to streamline their operation and ensure they cover all grant related processes.	<u>For approval</u>
A5	People & Place Programme This report will update Members on initial plans for People and Place in 2026/27, and seek approval for several key areas as part of the roll out of applications for grant funding in January 2026, including: <ul style="list-style-type: none"> • The updated People and Place delivery plan • The eligibility and assessment criteria for grants to third parties • The eligibility and assessment criteria for the community grant fund 	<u>For approval</u>
A6	Non-Councillor Member Appointments The Board is asked to note the conclusion of the reappointment process for six existing Non-Councillor Members, acknowledge the retirement of Dr Doreen Steele, and approve arrangements for recruiting three new members with a focus on improving diversity in line with the Gender Representation on Public Boards (Scotland) Act 2018. Dates for advertising, shortlisting, interviews, and approvals are outlined in the report, and the Board is requested to nominate a Councillor Member to join the recruitment panel alongside the Chair and Partnership Director.	<u>For Noting</u>
A7	Scotland's Draft Climate Change Plan Consultation The Scottish Government is consulting on its Draft Climate Change Plan (2026–2040), which sets out updated proposals for reducing car use following Audit Scotland's conclusion that the 20% reduction target by 2030 is unachievable. Board Members are asked to review the transport section of the Plan and submit comments to	<u>For Noting</u>

	reception@sestran.gov.uk by 22 January 2026 , ahead of the consultation closing on 29 January 2026 . SEStran's consolidated response will be reported at the next Partnership Board meeting.	
A8	Programme Of Meetings 2026 This report presents the proposed dates for the Partnership Board meetings in 2026, along with the full schedule of SEStran meetings.	<u>For approval</u>
A9	Date of the next meeting 13 March 2026	