

SESTRAN PARTNERSHIP BOARD MEETING

Dean of Guild Room, City Chambers, Edinburgh, EH1 1YJ

Or via Microsoft Teams

10:00am Friday 26 September 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**

AGENDA A – POINTS FOR DECISION

- A1. MINUTES (For Approval)**
(a) Partnership Board – 25th June 2025
(b) Performance and Audit Committee – 12th September 2025
- A2. FINANCE REPORTS** - Report by Richard Lloyd-Bithell,
Treasurer/Iain Shaw
(a) **ANNUAL AUDIT REPORT 2024/25 AND ANNUAL
AUDITED ACCOUNTS 2024/25**
(b) **FINANCE OFFICER'S REPORT**
- A3. PARTNERSHIP DIRECTOR'S UPDATE** – Report by Brian
Butler
- A4. PROJECT SESTRANSIT** – Report by Brian Butler
- A5. REGIONAL BUS STRATEGY - PUBLIC CONSULTATION** –
Report by Rachael Murphy
- A6. NON-COUNCILLOR MEMBER APPOINTMENTS** – Report by
Angela Chambers
- A7. THISTLE ASSISTANCE UPDATE** – Report by Sandra
Lavergne
- A8. SOUTH EAST SCOTLAND TRANSPORT SUMMIT** – Report by
Rachael Murphy

- A9. PEOPLE AND PLACE PROGRAMME MONITORING AND EVALUATION UPDATE** – Report by Michael Melton
- A10. DATE OF NEXT MEETING:**
The date of the next meeting is **10:00am on Friday 5 December 2025. In person at Dean of Guild Room, Edinburgh City Chambers and online via Microsoft Teams**

AGENDA B – POINTS FOR NOTING

- B1. PUBLIC SECTOR REFORM ACT 2010 – 2024/25 REPORT** – Report by Cheryl Fergie
- B2. SESTRAN CONSULTATION RESPONSES** – Report by Keith Fiskien
- Bus Open Data
 - Public Transport Ticketing Block Extension
 - Public Health Scotland Strategy
- B3. HR POLICIES REPORT** – Report by Angela Chambers
- B4. RISK MANAGEMENT REPORT** – Report by Angela Chambers
- B5. PROJECTS REPORT** – Report by Michael Melton
- B6. PEOPLE AND PLACE GRANT AWARDS** – Report by Michael Melton
- B7. CONTRACTS REGISTER** – Report by Michael Melton
- B8. MINUTES**
SEStran Stakeholders Liaison Group – 3rd September 2025

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

19 September 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 – 26 September 25

Item	Paper	Board Action
A2(a)	<p>Annual Audit Report and Annual Audited Accounts 2024-25</p> <p>Iain Shaw will present the report which:</p> <ul style="list-style-type: none"> • Notes the annual Audit Report to members of the Board • Recommends the authorisation of the annual accounts for signature 	<p><u>For Noting</u></p> <p><u>Approval</u></p>
A2 (b)	<p>Finance Officers Report</p> <p>Presented by Iain Shaw. It is recommended that the Partnership:</p> <p>notes the forecast underspend on the Core revenue budget of £3,000</p> <p>approves the allocation of £20,000 from the General Fund Reserve for the proposed ICT technology refresh in 2025/26</p> <p>approves the allocation of £119,000 from the General Fund Reserve for the following projects:</p> <ul style="list-style-type: none"> • Data Strategy £50,000 • Multi Modal Interchanges £51,000 • SEStran conference £18,000 <p>approves the re-alignment of the 2025/26 Projects budget to reflect planned activity.</p>	<p><u>For Noting</u></p> <p><u>Approval</u></p>
A3	<p>Partnership Director's Update</p> <p>Brian Butler will provide an update on the below subjects covered in the report.</p> <p>The Partnership Board is asked to note the contents of this report.</p>	<p><u>For Noting</u></p>
A4	<p>Project SEStran</p> <p>Brian Butler will provide an update on the subjects covered in the report as follows:</p>	<p><u>For Noting</u></p>

	<p>SEStran is working with partner authorities, the Edinburgh and South East Scotland City Region team (CRD), Transport Scotland and Network Rail to develop a Strategic Business Case (SBC) for an integrated regional transport network.</p> <p>The SBC is a synthesis of the Regional Transport Strategy Delivery Plan (RTSDP) and a refreshed Recommendation 12 from Transport Scotland's 2nd Strategic Transport Projects Review.</p> <p>Members are asked to note the contents of the report.</p>	
A5	<p>Regional Bus Strategy – Public Consultation</p> <p>The purpose of this report is to update the Board on the progress and initial findings of the public consultation of the Regional Bus Strategy.</p> <p>Presented by Rachael Murphy, members are asked to note the contents of the report.</p>	<u>For Noting</u>
A6	<p>Non-Councillor Members Appointments</p> <p>This report sets out the process for the recruitment and appointment of the NCMs for the new term beginning April 2026.</p> <p>Angela Chambers will present.</p>	<u>For Noting</u>
A7	<p>Thistle Assistance update</p> <p>Sandra Lavergne will provide an update on the work carried out to date on Thistle Assistance as well as the 25/26 project plans.</p> <p>The Partnership Board is asked to note the contents of this report.</p>	<u>For Noting</u>
A8	<p>South East Scotland Transport Summit</p> <p>The purpose of this report is to update the Board on the progress of the South East Scotland Transport Summit.</p> <p>Report presented by Rachael Murphy</p>	<u>For Noting</u>
A9	<p>People and Place M & E Report</p> <p>The purpose of this paper is to provide the Board with a brief update on progress with monitoring and evaluation (M&E) for the People and Place Programme following the</p>	<u>For Noting</u>

	<p>presentation to the last Board meeting, and to present a copy of the final 2024/25 evaluation report</p> <p>Presented by Michael Melton</p>	
A10	<p>Date of the next meeting Friday 5th December 2025</p>	