PROJECT AND STRATEGY DELIVERY OVERSIGHT SUBGROUP

Virtual Meeting via Microsoft Teams on 30 January 2026, 2.00 pm

PRESENT:	Name	Organisation Title
	Councillor Conn	West Lothian Council
	Alastair Couper	Non-Councillor Member
	John Scott	Non-Councillor Member

IN ATTENDANCE:	Name	Organisation Title
	Michael Melton	SEStran
	Rachael Murphy	SEStran
	Stuart Turnbull	SEStran

Action by

1.   ORDER OF BUSINESS

Agreed a revised order at the start of the meetings as per these minutes

2.   APOLOGIES

Apologies were submitted on behalf of Simon Hindshaw and Brian Butler. Councillor McMillan sent his apologies during the meeting due to technical issues.

3.   DECLARATION OF INTERESTS

None.

4.   MINUTES OF THE SUBGROUP – 24 October 2025

Agreed as presented

5.   ACTIONS FROM THE LAST MEETING

It was noted that all actions have been completed

9. **PROJECTS AND STRATEGY RISK REGISTER**

The risk of lack of NHS engagement in the Transport to Healthcare strategy was discussed, and while it was acknowledged that this has improved, specific follow up is needed with NHS Fife who lack a specific contact who can take decisions in this area, and RM is drafting a letter from BB to NHS Fife's CEO to request greater input.

Governance of projects, specifically People and Place was raised to ensure there is sufficient scrutiny of decisions and progress. It was agreed that an additional PaSDOS meeting be held to discuss project governance overall in context of the 26/27 Business Plan, MM to arrange and prepare a discussion paper for this.

MM

Decision

It was agreed to note the contents of the report.

8. **PROJECTS AND STRATEGY PERFORMANCE REPORT**

The report was presented to the group, with focus drawn to the anticipated £230,000 projects underspend for 25/26 – the reasons for this were set out, including funding availability in 26/27, and that this would be reported to the next Board meeting.

Decision

It was agreed to note the contents of the report.

6. **PROJECT SESTRANSIT**

ST presented the latest project update alongside the provided paper. Discussion following this focused on the following:

- With cost of implementation so high, how will proposals be delivered? Current plan is to complete the whole project to Strategic Business Case stage, then take projects individually/in smaller groups to Outline Business Case Stage, that way specific areas of work that are quicker, such as bus projects, can progress without being held back waiting for funding for the whole network. A 20-30 year programme will also be developed to support funding discussions.

- How to ensure buy-in from transport operators who have their own future plans? Current focus due to time constraints has been local authorities and Network Rail, but plan for 26/27 is to broaden this out, also need to consider which operators

would provide services that are more focused on regional connectivity rather than local journeys.

- How to ensure the mass transit regional focus doesn't lose sight of local connectivity? It was noted that there was no single solution for the whole region, and some areas would be served well by improving bus connectivity to train stations. It was also noted that this is where the Regional Bus Strategy delivery will tie in with Project SEStransit.

- How to secure buy in from all relevant parties? It was noted that the aim was for buy in throughout, but that the outputs of the Strategic Business Case must make the strongest case for funding so it is likely that they will not include all projects that each partner wants to see delivered.

Decision

It was agreed to note the contents of the report.

7.   **BUSINESS PLAN 2026/27**

RM gave a brief presentation on plans which focused on adopting a programmatic approach with four programmes with clear objectives that will make it easier to communicate SEStran's work to external stakeholders.

10.   **DATE OF NEXT MEETING**

MM to circulate options as per action from item 9.   MM