

PARTNERSHIP BOARD MEETING
10TH MAY 2006

Held at the Dunblane Hydro Hotel, Dunblane, Perthshire

Present

Mr Charles Anderson	Non-Councillor Member
Cllr Carol Bartholomew	West Lothian Council
Mr Graham Bell	Non-Councillor Member
Cllr David Bryson	Falkirk Council
Cllr Andrew Burns	City of Edinburgh Council
Cllr Neil Calvert	Scottish Borders Council
Cllr Russell Imrie (Chair)	Midlothian Council
Cllr Dave King	West Lothian Council
Cllr Lawrence Marshall	City of Edinburgh Council
Cllr Antony Martin	Fife Council
Mr Jim McFarlane	Non-Councillor Member
Cllr Harry McLaren	Clackmannanshire Council (Substitute for Cllr George Matchett)
Cllr Alice McGarry	Fife Council
Cllr David Paterson	Scottish Borders Council (Substitute for Cllr Gordon Edgar)
Cllr Jim Philp	Fife Council
Mr Neil Renilson	Non-Councillor Member
Cllr Robert Spears	Falkirk Council
Cllr Angus Macdonald	Falkirk Council
Cllr Phil Wheeler	City of Edinburgh Council

In Attendance

Ms Natasha Farrell	Scottish Executive
Mr Andrew Ferguson	Legal Adviser to SESTRAN
Mr Paul Ince	East Lothian Council
Dr Bob McLellan	Fife Council, Chair of SESTRAN Management Team
Mr Douglas Muir	Midlothian Council
Mr David Peace	SESTRAN Secretariat
Mr Keith Rimmer	City of Edinburgh Council
Mr Roger Stewart	SESTRAN Secretariat
Mr Mac West	Clackmannanshire Council
Mr Brian Young	Scottish Borders Council

1. Order of Business

The order of business was as set out in the Agenda.

2. Apologies for absence

Apologies for absence were received from: Cllr M Child, Cllr N Hampshire, Cllr G Matchett, Cllr B Shepherd, Mr J Martin, Mr P Flanders and Mr A Scotland.

Cllr Imrie reported that Cllr Edgar was absent due to ill health and the best wishes of the Partnership were to be passed on to him for a speedy recovery.

3. Declarations of Interest

Cllr Wheeler declared an interest as a director of **tie** Limited.

4. Welcome to the Non-Councillor Members

Cllr Imrie welcomed the Non-Councillor Members. He and the Partnership looked forward to their expertise and experience being utilised as the Partnership established itself. The Partnership was now complete in terms of membership and he looked forward to SESTRAN proving itself to be the pre-eminent RTP in Scotland with the help of all members.

5. Minutes of the RTP Meeting of 21st April 2006

The Minutes were approved as an accurate record of the meeting

6. Matters Arising from the Minutes

Mr Peace reported that the lease for the new SESTRAN offices was now concluded and that the Secretariat had taken possession of the keys. Contractors were being asked to quote against a specification for fitting out and equipping the offices, and it was expected that this programme would be completed in time for the August meeting.

The Partnership noted the position.

7. Introduction to SESTRAN

Dr McLellan gave a presentation to the Partnership summarising the history of SESTRAN, noting some of the successes achieved such as Oneticket, the various Park and Ride schemes and the SESTRAN Integrated Transport Corridors Studies (SITCOS). He reported on the appointment of consultants to help SESTRAN produce the new Regional Transport Strategy (RTS) and the work programme for preparation of the Strategy.

Mr Anderson requested that for the benefit of new members, matters should be referred to by their full names rather than by acronyms.

The Secretariat undertook to make copies of Dr McLellan's presentation available to Members.

8. Corporate Governance

a) Standing Orders

Mr Ferguson spoke to the circulated paper and reported that the main changes proposed to the Standing Orders were in regard to the

quorum being changed to half of all members, and to the lowering of spending limits before they required further approval.

The Partnership approved the Standing Orders as submitted to the meeting.

b) Human Resources policies

Mr Peace spoke to the circulated paper and reported that a revised draft of Terms and Conditions of employment for SESTRAN would be brought to the next Partnership meeting on 16 June 2006.

The Partnership noted the position.

c) Financial Rules

Mr Connarty was unable to be present, but his circulated paper set out the changes which he now proposed to the Financial Rules previously submitted, principally regarding the lowering of the thresholds for approval of contracts and payments.

The Partnership approved the revised Financial Rules as submitted.

9. Dates of Next Meetings

- SESTRAN Management Team, Friday 19 May, Edinburgh
(Officer only group)
- SESTRAN / First Scotrail Rail Forum Tuesday 23 May, Edinburgh
(Officer and Member Group)
- SESTRAN Partnership meeting, Friday 16 June, Council Offices, Linlithgow, West Lothian. (Members supported by Officers)