

Minutes



SEStran Partnership Board

10.00am, Friday, 21 September 2018

City Chambers, Edinburgh

Present

Name

Organisation Title

Cllr Gordon Edgar (Chair)	Scottish Borders Council
Laura Alexander	Non-Councillor Member
Cllr Donald Balsillie	Clackmannanshire Council
Cllr Chas Booth	City of Edinburgh Council
Cllr Fiona Collie	Falkirk Council
Cllr Colin Davidson (Deputy Chair)	Fife Council
Cllr Jim Fullarton	Scottish Borders Council
Vivienne Gray	Non-Councillor Member
Callum Hay	Non-Councillor Member
Cllr Russell Imrie	Midlothian Council
Richard Llewellyn	Non-Councillor Member
Cllr Laura Murtagh	Falkirk Council
Dr Doreen Steele	Non-Councillor Member
Barry Turner	Non-Councillor Member
Paul White	Non-Councillor Member

In Attendance

Angela Chambers	SEStran
Keith Fiskin	SEStran
Peter Forsyth	East Lothian Council
Lisa Freeman	SEStran
Ken Gourlay	Fife Council
Jim Grieve	SEStran

Beth Harley-Jepson	SEStran
John Inman	City of Edinburgh Council
Peter Jackson	SEStran
Stuart Johnston	City of Edinburgh Council
Karen Jones	Scott-Moncrieff
Gavin King	City of Edinburgh Council (Secretary)
Graeme Malcolm	West Lothian Council
Scott Prentice	Scotrail
Rhona Proctor	Transport Scotland
Iain Shaw	City of Edinburgh Council (Treasury)
Julie Vinders	SEStran
Alastair Young	Transport Scotland

**Apologies for
Absence**

Cllr Dave Dempsey	Fife Council
Cllr Karen Doran	City of Edinburgh Council
Cllr Ian Ferguson	Fife Council
Simon Hindshaw	Non-Councillor Member
Cllr David Key	City of Edinburgh Council
Cllr Lesley Macinnes	City of Edinburgh Council
Cllr Cathy Muldoon	West Lothian Council
Cllr Brian Small	East Lothian Council
Catherine Stones	Non-Councillor Member
Kevin Collins	Falkirk Council
George Eckton	SEStran
Graeme Johnstone	Scottish Borders Council
Ewan Kennedy	City of Edinburgh Council
Gordon Mungall	Board Observer

1. Minutes

Decision

- 1) To agree the minute of the previous meeting of 22 June 2018 as a correct record, subject to making it more explicit that a meeting with all stakeholders

would be organised in relation item 2 – Bus Travel, and at item 8 the name under declaration of interest be changed from Robert to Richard.

- 2) To agree the minute of the Performance and Audit Committee of 7 September 2018.

(Reference – minutes, submitted.)

2. Presentation by Scotrail

Scott Prentice (Head of Business Development) of Scotrail provided a PowerPoint presentation on the revolution of rail in Scotland and how recent investments and forthcoming changes to timetables would affect rail services across the country and specifically in the South East of Scotland over the next year.

He highlighted that the last few years had seen a £2bn investment in rail infrastructure by Scotrail with central belt services receiving a significant benefit. There were 70 new Class 385 Express Trains and 26 new High Speed Trains. The majority of journeys would see more services, more seats and faster journeys by 2019. The communication of all the changes would commence on 24 September and Regional Transport Partnerships and local authorities were encouraged to feedback any issues which came to light with the phased introduction of the new services and timetables.

Following a wide-ranging discussion and a number of questions, the following key points emerged:

- All services on the Borders railway would have newer carriages which had more space and were more reliable.
- It was hoped that the revised timetables would attract more people to use trains as opposed to cars. Scotrail estimated that the reforms would attract 1.5m-2m new passengers.
- The reforms would last until the mid-2020s. In the meantime six priority corridors had been identified with a view to creating more infrastructure space.
- Equalities was a key output considered when developing the new timetable. Falkirk Grahamston had been identified as one of the stations needing work carried out to address issues such as wheelchair accessibility.
- The case for extra trains at Alloa would have to be made by the Regional Transport Partnership. The timetable designed was scalable so it could accommodate more regular services but it was unlikely to be economically viable.
- Scotrail had engaged with local bus services and provided them with forecasted timetables. It was hoped that this would allow the services to become more complimentary as opposed to competing for business.
- There was a lot of work still to be done to improve smart ticketing with only 8% of all journeys in Scotland using this approach.
- Scotrail was open to having discussions with local authorities about alleviating costs for those from socially deprived backgrounds and some current initiatives

were outlined. However, it was highlighted that annual fares were set by the Scottish Government usually in line with RPI.

Decision

- 1) To thank Scott for his attendance and note the presentation provided.
- 2) To agree that a copy of the slides be circulated to members of the Board and made accessible on the SEStran website.

3. Presentation by Transport Scotland

Alastair Young of Transport Scotland provided a PowerPoint presentation on High Speed Rail. He highlighted that work on the HS2 rail line had begun. A North of HS2 to Scotland working group was set up in June 2016. They examined over 200 potential infrastructure options and identified the best performing options for further consideration. The Scottish Government had subsequently commissioned a feasibility study into two of these and Transport Scotland would go to the Scottish Government Cabinet in the summer of 2019 with proposals.

Decision

- 1) To thank Alastair for his attendance and note the presentation provided.
- 2) To agree that a copy of the slides be circulated to members of the Board and made accessible on the SEStran website.

4. Rail Update

An update was provided on current and future rail issues within the SEStran region.

Decision

- 1) To note the report.
- 2) To agree that the Chair would write to local MPs and MSPs to bring to their attention the Levenmouth Sustainable Transport Study and explore the possibility of arranging a political meeting.

5. Audited Annual Accounts 2017/18

Approval was sought for the audited annual accounts for the year ended 31 March 2018.

Decision

- 1) To note the audited annual accounts and the Auditor's opinion in the audit certificate to the accounts.
- 2) To authorise the annual accounts for signature.

6. Finance Officer's Report

The Board considered a report which provided a first update on financial performance of the Core and Projects budgets of the Partnership for 2018/19, in accordance with the Financial Regulations of the Partnership. The report presented an analysis of financial performance to the end of August 2018, including details of the cash flow position of the Partnership in respect of its' net lending to and borrowing from the City of Edinburgh Council.

Decision

- 1) To note an under-recovery of £9,000 for employee costs from EU-funded projects was forecast to be offset by a corresponding underspend of £9,000 on the projects budget. Total revenue expenditure was forecast to be within the revenue budget resources of the Partnership.
- 2) In line with the decision of the Partnership Board on 22 June 2018, to approve the 2017/18 underspend of £16,000 be utilised as funding for the Sustainable and Active Travel Grant Scheme, following confirmation of the balance after the annual external audit.
- 3) To note that further updates would be presented to future meetings of the Partnership Board in 2018/19 detailing budget transfers proposed to project spending plans.

7. Invoice Payment Procedure

Details were provided of a proposed revised Invoice Payment Procedure, following the findings of the 2017/18 Annual Audit.

Decision

To approve to approve the amended "Authorisation of Invoices for Payment - Certifying Officers and Limits of Authority" as detailed in Appendix 2 of the report.

8. External Audit Report

Scott-Moncrieff, the external auditors completed an audit in September 2018 and their findings were outlined in the 2017/18 Annual Audit Report.

Decision

To note the report.

9. Projects Update

An update was provided on key aspects of projects and initiatives progressed in the last quarter and covered the latest position on the process for the UK leaving the EU.

Decision

To note the report.

10. Draft Annual Report 2017/18

Details were provided of SEStran's draft Annual Report for the year 2017/18, and approval was sought for its publication.

Decision

To approve the draft Annual Report for 2017/18 and to approve that the Head of Programmes be given authority to complete the suggested amendments made at the meeting and to then publish the report.

11. Bus Travel

The Board considered a report which highlighted the main discussion points and outlined proposed actions, following the presentation and discussion on Bus Travel at the Board meeting held on 22 June 2018.

Decision

To note the report.

Declaration of Interest

Paul White declared a financial interest as an employee of CPT Scotland.

12. Transport (Scotland) Bill

Details were provided of the Transport (Scotland) Bill that had been introduced to the Scottish Parliament on 8 June 2018. The Bill was now in the first stage of the parliamentary process in which the Rural Economy and Connectivity Committee had launched a consultation and two responses, which SEStran was involved with, were appended to the report for comment by members.

Decision

- 1) To note the proposed SEStran response to the Transport (Scotland) Bill Consultation.
- 2) To agree to forward any additional comments to officers by 26 September 2018.
- 3) To agree the Joint RTP Consultation response.

13. Date of Next Meeting

Decision

- 1) To note that the next Partnership Board meeting would be held at 10.00am on Friday 7 December 2018 in Victoria Quay, Edinburgh.
- 2) To agree that the use of video/tele conferencing be explored to enable members to have the opportunity to attend remotely.

14. Edinburgh and South East Scotland City Region Deal

Details were provided of the Accelerating Growth: The Edinburgh and South East Scotland City Region Deal document.

Decision

To note the document.

15. Public Service Reform (Scotland) Act (PSRA) 2017/18

Details were provided of the annual information to be published as part of the Public Services Reform (Scotland) Act.

Decision

To note the content of the material for publication under the Public Services Reform (Scotland) Act 2010 and detailed in appendix 1 of the report.

16. Head of Programmes Report

An update was provided on activity and engagement through the RTP Chairs Forum on the Planning Bill, reviews of the National Transport Strategy and Strategic Transport Projects Review and Active Travel funding for RTPs and other matters of relevance to the Partnership.

Decision

To note the report.

17. Midlothian Active Travel Strategy (Draft) – SEStran Consultation Response

Details were provided of SEStran's response to the consultation of Midlothian Council's Active Travel Strategy (draft).

Decision

To note the response.

18. Minutes

Decision

- 1) To note the minute of the RTP Joint Chairs of 5 September 2018.
- 2) To note the minute of the Chief Officers Liaison Group meeting of 23 August 2018.