

Shadow Partnership Board Members

Cllr Keith Glazier, Leader, East Sussex County Council	Cllr Michael Payne, Deputy Cabinet Member for Planning, Highways, Transport and Waste, Kent County Council (Representing Cllr Paul Carter CBE)	Cllr Roger Elkins, Cabinet Member for Highways and Infrastructure West Sussex County Council
Cllr Ian Ward, Cabinet Member for Infrastructure and Transport Isle of Wight Council	Cllr Alan Jarret Leader Medway Council	Cllr Tony Page, Deputy Leader Reading Borough Council (representing Berkshire Local Transport Body)
Cllr Rob Humby, Executive Member for Environment and Transport Hampshire County Council	Cllr John Furey, Deputy Leader, Surrey County Council	Geoff French CBE, Interim Chair Transport Forum
Cllr Garry Wall, Leader, Mid Sussex District Council (Representing district and borough authorities)	Margaret Paren, Chair, South Downs National Park (Representing protected landscapes)	Ross Mc Nally Enterprise M3 LEP
Cllr Gill Mitchell Deputy Leader Brighton & Hove City Council	Cllr Jacqui Rayment Deputy Leader Southampton City Council	Cllr Lynne Stagg Cabinet Member for Environment and Transport Portsmouth City Council

Apologies:

Cllr Paul Carter CBE, Leader, Kent County Council
 Martin Harris , Coast to Capital LEP

Observers:

Item	Action
1. Welcome and Apologies	
1.1 Cllr Keith Glazier welcomed Shadow Partnership Board members to the meeting and noted the apologies.	
2. Minutes from previous meeting	
2.1 The notes of the previous meeting were agreed as an accurate representation of the discussion.	
3. Workshop on Powers & Responsibilities	
3.1 The members of the Shadow Partnership Board participated in a workshop on powers and responsibilities for potential inclusion in the Proposal to Government.	
3.2 The outputs from the workshop would be reported to the next meeting of the	

<p>Member Working Group on the development of the Proposal in October. The next step would be to bring a draft copy of the Proposal to the next meeting of the Shadow Partnership Board in December 2018 for them to sign off for public consultation.</p>	
<p>4. Resources</p>	
<p>4.1 Rupert Clubb gave an update on the recruitment process to the Interim Staffing Structure agreed by the Shadow Partnership Board at the July 2018 meeting. Advertisements had been place for all of the posts and interviews for the Programme Manager and Technical Manager roles were scheduled for the 20 November with interviews for the other posts over the two weeks following that. An update on the outcome of the recruitment process will be brought to the next meeting of the Shadow partnership Board in December 2018.</p>	
<p>5. Transport Strategy</p>	
<p>5.1 Mark Valleley presented a paper giving a progress update on the development of the Transport Strategy. The receipt of the letter from the DfT confirming the grant award of £1m meant the tendering process could proceed. An invitation to tender had been issued on 12 September continuing four separate Lots</p> <ul style="list-style-type: none"> ▪ Lot A - Transport Strategy Development ▪ Lot B – Freight, Logistics and Gateways Review. ▪ Lot C – Smart & Integrated Ticketing ▪ Lot D - Future Transport Technology <p>5.2 A tender evaluation panel has been established which consists of members of the TfSE Transport Strategy Working Group. Tenders will be assessed on a 60:40 quality:price basis. The total fixed budget for the four is £852,500. This is less than the £1m of DfT grant funding available and the remaining £147,500 will be used for the following purposes(subject to the agreement of the DfT):</p> <ul style="list-style-type: none"> • as contingency to cover the actual outturn costs of the four Lots; • to possibly commission further work to scope smart and integrated ticketing arrangements in the TfSE area should the initial study (Lot C) identify a role for TfSE in developing these arrangements; and • to contribute towards the cost of the corridor studies which are due to commence in mid-2019, as shown on the route-map in Appendix 1. 	
<p>6. Communications & Engagement activity</p>	
<p>6.1 Warwick Smith introduced a paper giving an update about ongoing TfSE communications and engagement activity.</p> <p>6.2 TfSE will be hosting a stand and events at the Highways UK event in Birmingham in November – a three-day gathering of industry figures; from contractors and suppliers to transport operators and people in government. The main aim is to raise the profile of TfSE. Recruitment is now under way for a dedicated Relationship Manager and Communications Manager to help grow TfSE’s reach and influence.</p>	
<p>7. Transport Forum Update</p>	
<p>7.1 Geoff French gave an update on the last Transport Forum meeting. There have been six Transport Forum meetings to date in a variety of locations where a wide range of topics have been discussed. The Forum meetings have been well attended with over 30 people attending each meeting.</p> <p>7.2 At the last meeting Richard Bruce form the DfT had attended to give a presentation</p>	

<p>about future transport technology which was followed by a workshop on this issue. There had also been a presentation from the freight and logistics representatives which had homed in on the specific issue of roadside facilities for drivers and lorry parking where there is serious under provision across the country.</p> <p>7.3 Moving forward there was a need to keep reviewing the Forum membership to ensure that all of the stakeholder families were being adequately represented through their nominated representatives.</p>	
<p>8. Responses to consultations</p>	
<p>7.1 Rupert Clubb presented the paper setting out responses to the following consultations:</p> <ul style="list-style-type: none"> • Network Rail's proposed improvements at Gatwick Airport Station • the Cross County rail franchise consultation • the Government consultation on the Future of Mobility <p>7.2 The Members of the Shadow Partnership Board agreed the draft responses</p> <p>7.3 The members of the Shadow Partnership Board requested that draft consultation response were sent to them prior to despatch to enable their comments to be fed into the draft response prior to despatch.</p>	
<p>9. A.O.B.</p>	
<p>None.</p>	

In Attendance:

Secretariat

Rupert Clubb	Director of Communities, Economy and Transport	East Sussex County Council
Mark Valleley	Communities, Economy and Transport	East Sussex County Council

Additional Attendees

Philip Baker	Assistant Chief Executive	East Sussex County Council
Barbara Cooper	Corporate Director Growth, Environment and Transport	Kent County Council
Kevin Lloyd	Head of Economic Growth	Surrey County Council
Mark Prior	Assistant Director, City Transport	Brighton & Hove City Council
Matt Davey	Head of Highways and Transportation	West Sussex County Council
Pete Boustred		Southampton City Council
Patrick	Assistant Director – Transport	Hampshire County Council
Richard Tyndall	Business Consultant	Berkshire Local Transport Body / Berkshire Thames Valley LEP
Jonathan Sharrock	Chief Executive	Coast to Capital LEP