

**TfSE Partnership Board
18 October 2021
Minutes**

Partnership Board members attended in person

Cllr Keith Glazier (Chair) Leader East Sussex County Council	Cllr Amy Heley Chair of the Environment, Transport & Sustainability Committee Brighton & Hove City Council	Cllr Marley Guthrie Chair, Children and Families Scrutiny Panel Southampton City Council <i>(Deputising for Cllr Moulton)</i>
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Stuart Kistruck
Director of Planning &
Franchising-Southern Region
Network Rail
(Deputising for John Halsall)

Partnership Board members attended virtually

Cllr Phil Jordan Cabinet Member for Infrastructure and Transport Isle of Wight Council	Cllr Dan Watkins Deputy Cabinet Member for Highways and Transport Kent County Council	Cllr Joy Dennis Cabinet Member for Highways and Infrastructure West Sussex County Council
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Cllr Rob Humby Deputy Leader and Executive Lead Member for Economy, Transport and Environment Hampshire County Council	Daniel Ruiz Smart Mobility and Transport Lead Enterprise M3 LEP <i>(jointly representing LEPs)</i>	Cllr Tony Page Deputy Leader Reading Borough Council <i>(representing Berkshire Local Transport Body)</i>
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Cllr Daniel Humphreys Leader Worthing Borough Council <i>(jointly representing District and Borough Councils)</i>	Cllr Lynne Stagg Cabinet Member for Traffic and Transportation Portsmouth City Council	Geoff French CBE Chair Transport Forum
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Ian Phillips Chair South Downs National Park Authority <i>(Representing protected landscapes)</i>	Richard Leonard Head of Network Development, Strategy & Planning Highways England
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Guests (virtual):

Stephen Bennett, Arup
James Shaw, Arup

Apologies:

- John Halsall, Route Managing Director for South East, Network Rail

- Alex Williams, Director of City Planning, Transport for London
- Cllr Alan Jarrett, Leader of the Council, Medway Council
- Cllr Matt Furniss, Cabinet Member for Transport, Surrey County Council
- Cllr Jeremy Moulton, Deputy Leader, Cabinet Member for Growth, Southampton City Council
- Martin Harris, Business Representative – Transport Sponsor Coast 2 Capital LEP *(jointly representing LEPs)*
- Cllr David Monk, Leader, Folkestone & Hythe District Council *(jointly representing District and Borough Councils)*

Observers in person:

Rupert Clubb, Transport for the South East
 Rachel Ford, Transport for the South East
 Sarah Valentine, Transport for the South East
 Jasmin Barnicoat, Transport for the South East

Mark Prior, Brighton and Hove City Council
 Matt Davey, West Sussex County Council

Observers virtual:

Lucy Dixon-Thompson, Transport for the South East
 Elan Morgan, Transport for the South East
 Tiffany Lynch, Transport for the South East
 Benn White, Transport for the South East
 Hollie Farley, Transport for the South East
 Mark Valleley, Transport for the South East

Nikki Nelson-Smith, Highways England
 Joseph Ratcliffe, Kent County Council
 Martin Randall, Adur & Worthing Councils
 Pete Boustred, Southampton City Council
 Simon Duke, Surrey County Council
 Lyndon Mendes, Surrey County Council
 Pam Turton, Portsmouth City Council
 Carly Freeston, DfT
 Bill Hicks, Berkshire Thames Valley LEP
 Frank Baxter, Hampshire County Council

Item	Action
1. Welcome and Apologies	
1.1 Cllr Keith Glazier (KG) welcomed Partnership Board members to the hybrid meeting and noted apologies.	
1.2 Cllr Glazier welcomed Cllr Marley Guthrie from Southampton City Council who is deputising for Cllr Jeremy Moulton.	
1.3 Cllr Glazier welcomed Hollie Farley who has joined TfSE as the new Communications Manager.	
2. Minutes from last meeting	
2.1 The minutes of the previous meeting were agreed.	

3. Declarations of interest	
3.1 Cllr Glazier asked Board Members to declare any interests they may have in relation to the agenda. No interests were declared.	
4. Statements from the public	
4.1 Cllr Glazier confirmed that no statements from the public have been submitted ahead of today's meeting.	
5. Future board meeting format	
5.1 Cllr Glazier explained that on the request from board members at the July meeting, a physical meeting had been arranged for this October meeting. A hybrid meeting was arranged, but the numbers of board members attending in person was very low.	
5.2 Cllr Glazier suggested that board meetings should be held virtually in future apart from the AGM which will be held in person in June / July. There were no objections to this suggestion.	
6. Future roles and responsibilities of TfSE	
6.1 Rachel Ford introduced the agenda item and welcomed Stephen Bennett (SB) from Arup to present the findings of their work on the future roles and responsibilities of TfSE.	
6.2 SB outlined the approach taken, some highlights of the stakeholder feedback, the strengths, opportunities, threats and weaknesses. Organisational objectives were identified following from the drivers for change. In addition, the value chain of potential TfSE activities were outlined and the areas where capability should be developed by TfSE.	
6.3 The Board sought clarification on what is meant by 'delivery' for TfSE. SB and JS confirmed it is not about TfSE physically delivering schemes, but in helping to secure funding etc. In addition, there are many region wide schemes that could be delivered by TfSE, for example wider roll out of future mobility schemes.	
6.4 It was agreed that the subject of statutory status should be kept under review as the levelling up white paper might reveal more on this particular area. In addition, it might be worth considering the request again in future to achieve the influence and permanence needed or wanted.	
6.5 Cllr Glazier confirmed that TfSE is about 'delivery of', not the 'delivering of' schemes etc. TfSE are there to facilitate, support and provide the appropriate evidence as required.	
6.6 It was confirmed that industry / private sector will need to be involved in TfSE's work and for funding schemes and infrastructure. The LEPs are an important aspect of this, as is the work being carried out within TfSE's	

<p>private sector group. The SIP will require a combination of private and public sector funding to achieve its ambitions.</p> <p>6.7 KG confirmed a further report with recommendations on the future roles and responsibilities of TfSE will be brought to the Board meeting in January for review.</p>	
<p>7. Lead Officer's Report</p>	
<p>7.1 Rupert Clubb (RC) introduced this item and guided the Partnership Board members through the key parts of the paper.</p> <p>7.2 RC highlighted the recent meeting with the Great British Railways (GBR) transition team and also the signing of the Joint Engagement Action Plan with National Highways.</p> <p>7.3 RC also noted the recent ministerial change at the DfT and the upcoming Transport Select Committee inquiry on road pricing. In addition, there is an expectation that the net zero strategy documents will be published in the next few weeks.</p> <p>7.4 The recommendation was agreed by all Partnership Board members.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to note the activities of Transport for the South East between July-October 2021.</p>	
<p>8. Comprehensive Spending Review</p>	
<p>8.1 Rupert Clubb (RC) introduced this item and guided the Partnership Board members through the key parts of the paper.</p> <p>8.2 RC confirmed that although it is unclear whether multi-year funding will be available to STBs, TfSE have submitted a multi-year funding bid as it would provide the ability to plan long term and ensure continuity. Details of the bid submission are included as Appendix 1.</p> <p>8.3 Mark Valleley (MV) outlined the DfT's recent request for all STBs to prepare funding bids for four new areas of work. MV summarised the different workstreams and the details of the proposed bid for each one, including where appropriate, working jointly with other STBs. The submission deadline is Wednesday 20 October.</p> <p>8.4 Carly Freeston (DfT) confirmed that it will take a bit of time post budget to clarify the funding, but the DfT will let TfSE know as soon as possible.</p> <p>8.5 The board queried some of the detail of the additional DfT workstreams. MV clarified that for the EV infrastructure strategy, the aim would be to work with infrastructure providers and local authorities and would work with the Government on universal problems such as standardised charging point issues.</p>	

<p>8.6 RC also clarified, in response to a query raised regarding the capability and capacity workstream, that the bid amount has been increased since the report was drafted. However, RC confirmed there is a recognition from the DfT that there are capability and capacity challenges and discussions are ongoing regarding the scale of the challenge and the level of funding identified. RC also clarified that TfSE does work with other STBs, including those that border us and the team will look to strengthen this cross-working, particularly around the issue of freight that has been identified.</p> <p>8.7 MV confirmed that utilising the expertise contained within all the region's local authorities would be key to how the capability and capacity workstream would develop. Whether it is sharing experience and knowledge or in some cases personnel. Cllr Humby identified a good example of this was happening with Hampshire and all the Solent authorities on the Bus Service Improvement Strategies.</p> <p>8.8 The recommendation was agreed by all Partnership Board members.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p> <p>(1) agree the multi-year funding bid for submission to the Department for Transport; and (2) agree the funding proposals for the additional four workstreams.</p>	
9. Finance Update – Quarter 2	
<p>9.1 Rachel Ford (RF) introduced this item and guided the Partnership Board members through the key parts of the paper.</p> <p>9.2 RF detailed TfSE's financial position at quarter 2. RF confirmed that staffing expenditure is lower than forecast due to vacancies within the team.</p> <p>9.3 The recommendations were agreed by all Partnership Board members.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to note the current financial position for 2021/22 to the end of September 2021.</p>	
10. Area Studies Progress Update	
<p>10.1 Sarah Valentine (SV) introduced this item and guided the Partnership Board members through the key parts of the paper.</p> <p>10.2 SV outlined the current position of each of the area studies. SV also highlighted the upcoming new round of Chair engagement sessions with board members to discuss emerging area studies interventions specific to their geographic areas.</p>	

<p>10.3 The board expressed that they are pleased with how this work is proceeding and the plans for how the next stage of the process will be implemented.</p> <p>10.4 The recommendation was agreed by all Partnership Board members.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to note the progress made with work on the area studies.</p>	
<p>11. Strategic Investment Plan</p>	
<p>11.1 Rachel Ford (RF) introduced this item and guided the Partnership Board members through the key parts of the paper.</p> <p>11.2 RF reminded the board of the goals of the strategic investment plan (SIP) and explained the current position in the procurement process and next steps. As it is currently in the standstill period, a further update will be given in a few days on the successful bidders.</p> <p>11.3 The recommendations were agreed by all Partnership Board members.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to note the progress on the procurement of the strategic investment plan.</p>	
<p>12. Technical Programme Update</p>	
<p>12.1 Mark Valleley (MV) introduced this item and guided the Partnership Board members through the key parts of the paper.</p> <p>12.2 MV outlined an update on the freight, logistics and gateways strategy which will be presented to the Board at their meeting on 24 January 2022.</p> <p>12.3 MV mentioned the work TfSE is doing around Bus Back Better; the work that is being taken forward from the future mobility strategy action plan; and summarised the work TfSE is doing on decarbonisation.</p> <p>12.4 Comments were raised regarding the complexity of creating BSIPs and enhanced partnerships, the restricted timescale and uncertainty with future funding. MV confirmed TfSE are carrying out work to identify the future bus funding need for local transport authorities to help the DfT inform the Treasury. In addition, TfSE will be looking to identify what assistance some of the local authorities may need with creating the enhanced partnerships and facilitating this if necessary. Cllr Humby also reiterated that need to consider the enablers (Local Transport Plans etc) to allow and assist the commercial and viable aspect of bus priority.</p> <p>12.5 In response to a question regarding the Transport Decarbonisation Forum, MV confirmed that the meetings are seen as useful and going forward, will help co-ordinate work in the region and steer TfSE's own work</p>	

<p>on decarbonisation. The members are having some useful discussions and hearing from some interesting speakers with tools that could help local authorities. Geoff French reiterated that the Transport Forum were really pleased with the work TfSE is undertaking on decarbonisation.</p> <p>12.6 As requested, MV confirmed he will catch up separately with Daniel Ruiz on the future mobility work.</p> <p>12.7 The recommendations were agreed by all Partnership Board members.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p> <p>(1) note progress on the development of the freight, logistics and gateways strategy;</p> <p>(2) note the work on defining the future ambition for bus services in the TfSE area following the publication of the Government's Bus Back Better strategy;</p> <p>(3) note the work that has been initiated on the implementation of TfSE's Future Mobility Strategy; and</p> <p>(4) note progress with TfSE's ongoing decarbonisation work.</p>	<p>MV</p>
<p>13. Communications and Stakeholder Engagement</p>	
<p>13.1 Hollie Farley (HF) introduced this item and guided the Partnership Board members through the key parts of the paper.</p> <p>13.2 HF confirmed that a forward plan of proactive communication and engagement opportunities is being developed, especially with a focus on the Strategic Investment Plan (SIP).</p> <p>13.3 HF also outlined some of the recent engagement that has taken place and future planned engagement and events. This included a brief outline of proposed MP engagement for the area studies and the SIP.</p> <p>13.4 It was also confirmed that communications leads from all the partner organisations will be engaged with as work progresses to ensure everyone is working together.</p> <p>13.5 The recommendation was agreed by all Partnership Board members.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p> <p>(1) note the engagement and communication activity that has been undertaken since July 2021; and</p> <p>(2) note and agree the communications and engagement plan for the SIP development process, attached as Appendix 1.</p>	
<p>14. Transport Forum Update</p>	
<p>14.1 Geoff French (GF) introduced this item and guided the Partnership Board members through the key parts of the paper.</p>	

<p>14.2 GF confirmed that as technical work develops in the coming months, it will be essential to ensure the agenda items for future forum meetings link in with the next phase of the area studies, emerging interventions and the SIP.</p> <p>14.3 The recommendations were agreed by all Partnership Board members.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p> <p>(1) Note the recent meeting of the Transport Forum; and (2) Note and consider the comments from the Forum.</p>	
<p>15. Responses to consultations</p>	
<p>15.1 Rupert Clubb (RC) introduced this item and guided the Partnership Board members through the key parts of the paper.</p> <p>15.2 RC invited comments or questions. Ian Phillips (IP) suggested it would be useful for TfSE in future to refer explicitly to section 62 of the Environment Act.</p> <p>15.3 In addition, IP also identified the use of the phrase ‘car ownership’ in the consultation response included as Appendix 2 – and queried whether it did mean ownership or ‘car usage’. It is important to be clear on this. <i>[Post-meeting note: Use of the term “car ownership” in this consultation response was intentional.]</i></p> <p>15.4 The recommendations were agreed by all Partnership Board members.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to endorse the draft responses to the following consultations:</p> <p>(1) Port of London – Thames Vision 2050; (2) Hampshire County Council - Spatial Framework for Hampshire’s Natural Environment and Infrastructure; (3) West Sussex County Council - A259 Bognor Regis to Littlehampton Proposed Enhancements; (4) Crossrail to Ebbsfleet (C2E) Partnership - Consultation on fast public transport connecting Ebbsfleet, Dartford, Slade Green, Erith and Belvedere with Abbey Wood; (5) Transport for the North - Decarbonisation Strategy Public Consultation; (6) Hampshire County Council – Waterside Strategy Consultation; (7) East Sussex County Council – A22/A2290 Improvements; (8) Highways England – Lower Thames Crossing Community Impacts; (9) Office of Rail and Road –Periodic Review 2023 (PR23); (10) South Western Railway – Timetable Consultation December 2022; and</p>	

(11) West Sussex County Council – Transport Plan 2022-2036 Consultation.	
16. AOB	
16.1 Cllr Glazier thanked attendees for their ongoing support towards Transport for the South East.	
17. Date of Next Meeting	
17.1 The next Partnership Board meeting will be on Monday 24 January 2022 and it will be held virtually.	