

TfSE Partnership Board
22 July 2024 14:00-17:00
Minutes - draft
LGA, Bevin Hall, London

Partnership Board Members

Cllr Keith Glazier (Chair) Leader East Sussex County Council	Cllr Lulu Bowerman Executive Cabinet Member for Highways and Waste Hampshire County Council	Cllr Trevor Muten Chair, Transport & Sustainability Committee Brighton & Hove City Council
Cllr Paul Fishwick Executive Member for Active Travel, Transport and Highways Berkshire Local Transport Body	Cllr Phil Jordan Leader Isle of Wight Council	Cllr David Robey Deputy Cabinet Member, Highways and Transportation Kent County Council
Cllr Peter Candlish Cabinet Member for Transport Portsmouth City Council	Cllr Eamonn Keogh Cabinet Member for Transport and District Regeneration Southampton City Council	Cllr Joy Dennis Cabinet Member for Highways and Transport West Sussex County Council
Geoff French CBE Chair Transport Forum	Daniel Ruiz Business Representative	Vince Lucas Business Representative
Tim Burr Deputy Chair South Downs National Park Authority (Representative from Protected Landscapes)	Stuart Kistruck Director – Southern Region Network Rail (on behalf of Ellie Burrows)	Richard Leonard Network Planning Director National Highways

Guests:

- Steven Bishop, Edmund Cassidy, John Collins, Harshil Patel, Steer

Apologies:

- Ellie Burrows, Route Managing Director for Southern Region, Network Rail
- Cllr, Vince Maple, Leader, Medway Council
- Cllr Matt Boughton, Leader, Tonbridge and Malling Borough Council (jointly representing District and Borough Councils)
- Cllr Matt Furniss, Cabinet Member for Transport and Infrastructure, Surrey County Council

Officers attended:

- Rupert Clubb, Transport for the South East
- Sarah Valentine, Transport for the South East
- Keir Wilkins, Transport for the South East
- Jessica Lelliott, Transport for the South East
- Duncan Barkes, Transport for the South East
- Kate Over, Transport for the South East
- James Gleave, Transport for the South East

- Dan Taylor, DfT
- Peter Duggan, DfT

- Andrew Renaut, Brighton and Hove City Council
- Chris Maddocks, Berkshire Local Transport Body
- Dominic McGrath, Hampshire County Council
- Hayley Chivers, Portsmouth City Council
- Joe Ratcliffe, Kent County Council
- Matt Davey, West Sussex County Council
- Thomas Cornwell, National Highways

Item	Action
1. Welcome and Apologies	
<p>1.1 Councillor Keith Glazier (KG) welcomed members to the meeting and noted apologies.</p> <p>1.2 KG welcomed all the guests attending the meeting including Cllr Peter Candlish new Board representative for Portsmouth, and Cllr Lulu Bowerman for Hampshire.</p> <p>1.3 KG noted the Board's thanks to Councillor Rob Humby who has stepped down as Leader of Hampshire County Council. The Board agreed that KG would send Councillor Humby a letter of thanks, on behalf of the Board.</p>	
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 made.	

5. Governance	
<p>5.1 RC introduced the item and requested nominations for Chair of TfSE for 2024/25. Cllr Keith Glazier was proposed, seconded and there being no further nominations was elected.</p> <p>5.2 Cllr Glazier sought nominations for Vice-Chair of TfSE for 2024/25. Cllr Simon Curry, Medway was proposed, seconded and there being no further nominations was elected.</p> <p>5.3 Cllr Glazier sought nominations for Chair of the Transport Forum for 2024/25. Geoff French was proposed, seconded and there being no further nominations was elected.</p> <p>5.4 Cllr Glazier sought nominations for the Chair of the Audit and Governance Committee for 2024/25. Cllr Joy Dennis was proposed, seconded and there being no further nominations was elected</p> <p>5.5 Cllr Glazier sought nominations for membership of the Audit and Governance Committee. The Board agreed to the following membership:</p> <ul style="list-style-type: none"> • Cllr Joy Dennis – <i>Chair</i> • Cllr David Robey • Cllr Trevor Muten • Daniel Ruiz • Vince Lucas • Geoff French <p>5.6 The Board agreed to co-opt for 2024/25: the Chair of the Transport Forum; Business Advisory Group Representatives Vince Lucas and Daniel Ruiz; Tim Burr nominated by the National Parks and other protected Landscapes; two people nominated by district and borough authorities; Richard Leonard representative for National Highways, Ellie Burrows representative for Network Rail and Gary Nolan representative for Transport for London.</p> <p>5.7 The nominations for the two people nominated by district and borough authorities will be confirmed in due course.</p> <p>5.8 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to:</p> <ol style="list-style-type: none"> (1) Nominate and elect a Chair and Vice-Chair for the period of one year; (2) Agree to co-opt for a period of one year to the Partnership Board: <ol style="list-style-type: none"> a. The Chair of the Transport Forum; b. Two people nominated collectively to represent business. c. A person nominated by the National Parks and other protected landscape designations; d. Two people nominated by the district and borough authorities; and e. A representative from National Highways, Network Rail and Transport for London. 	

<p>(3) Allocate voting rights of one vote each for the two Business Advisory Group representatives, the Chair of the Transport Forum and the nominated representatives of the district and borough authorities and the protected landscapes;</p> <p>(4) Appoint for a period of one year the Chair for the Transport Forum;</p> <p>(5) Appoint a Chair and membership of the Audit and Governance Committee for a period of one year; and</p> <p>(6) Note the request for members to return completed register of interest forms.</p>	
<p>6. Next Steps for TfSE</p>	
<p>6.1 RC introduced the item and invited Dan Taylor to provide an introduction.</p> <p>6.2 Dan Taylor (DT) thanked the Board on behalf of the Department for Transport and the new Ministerial team.</p> <p>DT shared the new Secretary of State's five transport priorities:</p> <ul style="list-style-type: none"> • Improving performance on the railways and driving forward rail reform • Improving bus services and growing usage across the country. • Transforming infrastructure to work for the whole country, promoting social mobility and tackling regional inequality. • Delivering greener transport. • Better integrating transport networks. <p>DT also highlighted the work of TfSE and the contribution that the South East makes to our economy and bringing together the Local Authorities to provide strategic oversight at a regional level.</p> <p>6.3 RC then guided the Partnership Board through the paper.</p> <p>6.4 RC outlined the work undertaken to date since TfSE came together in 2017. RC said that the change in Government and new policies, including the accelerating devolution agenda, meant that this was a good moment for TfSE to take stock of its future role, including consideration of a proposal for statutory status.</p> <p>6.5 RC explained the next steps that TfSE will take, working with the Department for Transport and seeking views of Local Authorities.</p> <p>6.6 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATIONS:</i></p> <p>The members of the Partnership Board are recommended to agree that Transport for the South East should take these next steps:</p> <p>(1) Seek the views of Local Transport Authorities and other partners on the future direction of travel for Transport for the South East;</p> <p>(2) Initiate discussions with officials at the Department for Transport, to ensure that any direction of travel is in-line with government policy; and</p> <p>(3) For the Chief Officer to work with Audit and Governance Committee to</p>	

<p>develop options for the future direction of travel and present these to Partnership Board in October</p>	
<h2>7. Audit and Governance Committee Update</h2>	
<p>7.1 Cllr Joy Dennis (JD) introduced the item and talked the Partnership Board through the paper and updates to the Strategic Risk Register.</p> <p>7.2 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to: (1) Note the discussions and actions arising at the meeting of the Audit and Governance Committee; and (2) Members are also asked to agree the Strategic Risk Register.</p>	
<h2>8. Financial Update</h2>	
<p>8.1 KW introduced the item and guided the Partnership Board through the paper.</p> <p>8.2 KW highlighted the draft budget that was agreed by the Partnership Board in May has been amended to reflect our grant allocation which whilst an uplift on last year was £175k lower than the planning assumptions provided by Dft. KW highlighted where the reductions in the budget have been made.</p> <p>8.3 The Partnership Board sought clarification around the functionality of TfN's EVCI Visualiser Tool. Officers confirmed that it meets our current needs and that we will work with TfN through the Common Analytical Framework to seek to continue to build on this.</p> <p>8.4 The Partnership Board queried the reserve levels that TfSE hold and asked whether some of this funding could be diverted to technical work. RC explained that this is not possible, as TfSE's accountable body require us to hold this reserve funding, to meet our obligations if TfSE is wound up as an organisation.</p> <p>8.5 The Partnership Board also queried whether we could allocate more funding to scheme development support and reduce another budget line. RC explained that the Board were able to, noting the budget lines were signed off and this would mean cutting another budget line. in May. Instead, the Board agreed to explore whether to allocate more funding to scheme development funding in next year's Business Plan.</p> <p>8.6 RC highlighted that early Business Plan engagement for 2025/26 will be discussed under agenda item 10.</p> <p>8.7 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p>	

<p>(1) Agree the final budget for 2024/25, including budget adjustments to the three identified workstreams, following the DfT grant settlement.</p> <p>(2) Note the financial update to the end of June 2024.</p>	
<h2>9. Business Representation</h2>	
<p>9.1 RC introduced the item and talked the Partnership Board through the paper.</p> <p>9.2 TM sought clarification on the representation of the Business Advisory Group and how this would be selected. In response to this RC explained that we would seek a diverse range of businesses, with representation from each Local Authority business board. RC said that we recognise this an evolutionary year, with some Local Authorities combining to form business boards. DR and VL agreed to report back to Partnership Board on how effective the Business Advisory Group was at the end of this Financial Year.</p> <p>9.3 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p> <ul style="list-style-type: none"> (1) Agree the Terms of Reference for the Business Advisory Group; and (2) Agree for Daniel Ruiz and Vince Lucas to co-chair the group; and (3) Agree the formation of the Business Advisory Group in accordance with the Terms of Reference. 	
<h2>10. Business Planning for 2025/26</h2>	
<p>10.1 KW introduced the item and talked the Partnership Board through the paper.</p> <p>10.2 KW outlined the timeline for engagement highlighting a September Workshop with Board members.</p> <p>10.3 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p> <ul style="list-style-type: none"> (1) Agree the initial priorities for drafting the Business Plan for 2025/26; (2) Agree to a workshop in September with Board Members to shape the Business Plan and next steps for TfSE; and (3) Note the plan for further engagement Audit and Governance Committee 	
<h2>11. Transport Strategy Refresh Update</h2>	
<p>11.1 RC introduced the item and talked the Partnership Board through the paper.</p> <p>11.2 RC outlined this building upon the morning workshop, we are now keen to get underneath the broad mission statements and establish a task and finish group.</p>	

<p>11.3 RC sought membership for the task and finish group, it was agreed to be the following:</p> <ul style="list-style-type: none"> • Cllr David Robey • Cllr Joy Dennis • Cllr Lulu Bowerman • Cllr Trevor Muten • Cllr Paul Fishwick • Vince Lucas <p>11.4 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p> <p>(1) Note the progress with the work to refresh the transport strategy; (2) Agree the draft Missions that the strategy should seek to address.</p>	
<p>12. Delivery of the Strategic Investment Plan (SIP)</p>	
<p>12.1 Sarah Valentine (SV) introduced and talked the Partnership Board through the paper.</p> <p>12.2 SV introduced Richard Leonard (RL) to provide an update on the RIS. RL highlighted the current stage of setting out the agenda to Government, thinking about outcomes, providing an opportunity to present a narrative. RL recognised the outcomes of working together, supporting communities and providing access to jobs. RL outlined that National Highways, TfSE and DfT met last week and will continue this dialogue to help shape the RIS.</p> <p>12.3 JD asked about the A27 Arundel which was abandoned within the election narrative and if there is an update on this. In response to this RL explained that we expect Ministers to look at the totality of the RIS, we are keen to move forward and understand their new agenda.</p> <p>12.4 SV provided an update on the Scheme development work for 2023/24 with good progress made. SV outlined the process for choosing the 2024/25 schemes which followed the same as last year, stressing this was not a competitive bid, it was designed as a light touch process. The shortlist for 2024/25 and the process was discussed with officers at Transport Strategy Working Group (TSWG). SV also highlighted officers will work with TSWG on the process for allocations for future years.</p> <p>12.5 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to:</p> <p>(1) Note the progress of a range of workstreams that support the delivery of the Strategic Investment Plan; (2) Note and support the progress and approach to Local Authority Scheme Development Work; and (3) Agree the shortlisted projects in table 3 and the reserve list in table 4.</p>	

13. Responses to Consultations	
<p>13.1 RC introduced this item and talked the Partnership Board through the paper.</p> <p>13.2 The recommendation was agreed by the Partnership Board.</p> <p><i>RECOMMENDATION:</i> The Members of the Partnership Board are recommended to agree the draft response to the following consultation: Department for Transport – Adapting the UK’s transport system to the impacts of climate change</p>	
14. Chief Officer’s Report	
<p>14.1 RC introduced this item and guided the Partnership Board through the paper.</p> <p>14.2 RC highlighted the emerging national policy picture and the recent Kings Speech.</p> <p>14.3 RC outlined the work of the Wider South East Rail Partnership and the Wider South East Freight Forum. Both bring together TfSE, Transport East and England’s Economic Heartland.</p> <p>14.4 JD highlighted West Sussex having the first European hydrogen filling station, but due to no Health and Safety legislation / regulations unable to use.</p> <p>14.5 The recommendation was agreed by the Partnership Board.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to note the activities of Transport for the South East between April - June 2024.</p>	
15. Advisory Panel and Transport Forum	
<p>15.1 Geoff French (GF) introduced the item and talked the Partnership Board through the paper.</p> <p>15.2 The recommendation was agreed by the Partnership Board.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to note the recent work of the Transport Forum and Advisory Panel.</p>	
16. Centre of Excellence	
<p>16.1 KW introduced the item and talked the Partnership Board through the launch of the Centre of Excellence. To see more about the Centre of Excellence, view the Welcome to Centre of Excellence video here.</p>	

<p>16.2 KW thanked LA officers who have volunteered their time to sit on the Centre of Excellence Steering Group and said that the Centre of Excellence had been co-designed with LAs' needs in mind.</p> <p>16.3 KG thanked those involved with the formal launch and the development of the Centre of Excellence.</p> <p>16.4 The recommendation was agreed by the Partnership Board.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to note the progress of the Centre of Excellence development.</p>	
<p>17. Technical Programme Update</p>	
<p>17.1 Kate Over (KO) introduced the item and talked the Partnership Board through the paper.</p> <p>17.2 TM asked how we can influence the new Government's policies on EV and decarbonisation through the work we are doing with the ECVI / strategy work and the playbook. KO explained will take the question away and provide a written response.</p> <p>17.3 The recommendations were agreed by the Partnership Board.</p> <p><i>RECOMMENDATIONS:</i> The members of the Partnership Board are recommended to: (1) Note the progress with the work to implement the regional electric vehicle charging infrastructure strategy; (2) Note the progress with the work to develop a regional active travel strategy; (3) Note the progress with the delivery of TfSE's future mobility strategy; (4) Note the progress with the delivery of TfSE's freight, logistics and gateways strategy; and (5) Note the progress with the joint work on decarbonisation.</p>	
<p>18. Communications and Stakeholder Update</p>	
<p>18.1 Duncan Barkes (DB) introduced the item and talked the Board through the paper.</p> <p>18.2 KG recognised the work on MP engagement last year and the opportunity we now face with the new MPs.</p> <p>18.3 The recommendation was agreed by the Partnership Board.</p> <p><i>RECOMMENDATION:</i> The members of the Partnership Board are recommended to note the engagement and communication activity that has been undertaken since the last Board meeting.</p>	
<p>19.AOB</p>	

19.1 VL asked for an update on the Lower Thames Crossing. Joe Ratcliffe (JR) confirmed the decision was deferred, with a series of consultations, will wait and see on 4 th October.	
20. Date of Next Meeting	
20.1 KG highlighted that the date for the next Partnership Board meeting in October will be changed to Monday 28 October due to a diary clash.	

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