

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 Gill Mitchell, Deputy Leader, Brighton and Hove City Council
Cllr Ian Ward, Leader, Isle of Wight Council	Cllr Rupert Turpin, Portfolio Holder for Business Management, Medway Council (Representing Cllr Alan Jarrett)	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 Jacqui Rayment, Cabinet Member for Environment and Transport and Deputy Leader Southampton City Council	Cllr Lynne Stagg, Cabinet Member for Environment and Transport, Portsmouth City Council	Ross McNally, Board Member, Enterprise M3 LEP
Cllr Garry Wall, Leader, Mid Sussex District Council (Representing district and borough authorities)	Margaret Paren, Chair, South Downs National Park (Representing protected landscapes)	Steve Allen, Vice-Chair, Coast to Capital LEP

Apologies:

Cllr Paul Carter CBE, Leader, Kent County Council
 Cllr Bob Lanzer, Cabinet Member for Highways and Infrastructure, West Sussex County Council
 Cllr Alan Jarrett, Leader, Medway Council
 Ruth Harper, Deputy Director, Regional Strategies: London and South Division, Department for Transport

Observers:

Cllr Vanessa Churchman, Isle of Wight Council
 Ben Smith, Director, Regions, Cities and Devolution, Department for Transport
 Steven Bishop, Associate Director, Steer
 Edmund Cassidy, Senior Consultant, Steer

Item	Action
1. Welcome and Apologies	
1.1 Cllr Keith Glazier welcomed Shadow Partnership Board members to the meeting and noted the apologies.	
1.2 Cllr Glazier welcomed the new Board members to the meeting.	

<p>2. Minutes from previous meeting</p>	
<p>2.1 The notes of the previous meeting were agreed as an accurate representation of the discussion.</p>	
<p>3. Governance</p>	
<p>3.1 Rupert Clubb presented the covering paper. The meeting marks the one year point since the first meeting and as agreed in the constitution, the Chair and Vice Chair need to be elected, and the co-opted Board members need to be appointed.</p> <p>3.2 Cllr John Furey proposed that Cllr Keith Glazier should be re-elected as Chair of Transport for the South East. This was seconded by Cllr Tony Page and agreed by all members of the Shadow Partnership Board. The Board thanked Cllr Glazier for his work over the last year in leading TfSE.</p> <p>3.3 Cllr Keith Glazier proposed that Cllr Tony Page should be re-elected as Vice-Chair of Transport for the South East. This was agreed by all members of the Shadow Partnership Board.</p> <p>3.4 At the first meeting of the Shadow Partnership Board in June 2017 meeting, it was agreed that Southampton and Portsmouth City Councils would be jointly represented on TfSE. Both Councils recognise the progress and importance of TfSE and have requested that they be represented as individual members of TfSE. The Shadow Partnership Board agreed this change and agreed that the required changes to the constitution and intra-authority agreement be delegated to senior officers.</p> <p>3.5 The Local Enterprise Partnerships (LEPs) have collectively nominated Ross McNally from Enterprise M3 and Steve Allen from Coast to Capital. Steve Allen will be replaced by Martin Harris from Coast to Capital in November 2018. The Board agreed the appointments and agreed to allocate two votes to the LEP members.</p> <p>3.6 The Board agreed to reappoint Geoff French as Interim Chair of the Transport Forum. The Board agreed to co-opt Geoff French to the Shadow Partnership Board and to allocate one vote.</p> <p>3.7 The Shadow Partnership Board agreed to co-opt Cllr Garry Wall, Mid-Sussex District Council, as the representative for District and Borough Councils.</p> <p>3.8 It was agreed that Margaret Paren, Chair of South Downs National Park, be co-opted to represent the National Parks and protected landscapes.</p> <p>3.9 The Board discussed whether voting rights should be allocated to the District and Borough and protected landscape representatives. It was agreed that all Board members should have a vote and the constitution should be amended accordingly.</p>	<p>Secretariat to update constitution and intra-authority agreement</p>
<p>4. Resources</p>	
<p>4a: Budget</p>	
<p>4.1 Rupert Clubb presented the covering paper and provided an update on the current budgetary position. The main spend to date relates to the Economic Connectivity Review.</p>	
<p>4.2 The Board welcomed the financial contribution from the Department for Transport (DfT) and were informed that this was to be used for the development of the Transport Strategy.</p>	

<p>4.3 The local contributions raised from constituent authorities have been used to complete the Economic Connectivity Review and have been very useful in negotiations with DfT. The Board agreed that the level of contribution would remain the same for 2019/20.</p> <p>4.4 The Board highlighted that the proposed spend on communications may be lower than required. It was agreed that the budget would remain as proposed in the paper, but there may need to be additional resource allocated to communications activities.</p> <p>4.5 The Board agreed:</p> <ul style="list-style-type: none"> a) the budget allocation for 2019/20; and b) the contributions for the 2019/2020 financial year be £58k for each County authority, £58k where two or more unitary councils combine to provide one seat on the board and £30k for a single unitary authority seat. 	
<p>Item 4b: Staff Structure</p>	
<p>4.6 Rupert Clubb presented the covering paper an outlined that TfSE has been operating on minimum staffing structure while the scale of the activities has increased.</p> <p>4.7 The Board noted that it is important to recognise that TfSE will be operating at a different scale to other STBs and it is not intended to commit to a large staff structure. The relationship manager role will be responsible for ensuring there is ongoing political support for TfSE.</p> <p>4.8 The Board agreed the proposed staff structure and agreed that the positions should be appointed on a two year fixed term basis. Responsibility for recruitment will be delegated to Rupert Clubb, with support of the Senior Officer Group.</p> <p>4.9 The Department for Transport highlighted that there are still constraints on parliamentary time and legal resources within the Department. The Board noted these concerns but agreed that work on the proposal should proceed as planned.</p>	<p>Secretariat to proceed with recruitment</p>
<p>5. Economic Connectivity Review and Transport Strategy</p>	
<p>Item 5a: Economic Connectivity Review</p>	
<p>5.1 Steven Bishop presented an overview of the outcome of the engagement exercise on the Economic Connectivity Review. A total of 51 responses were received and the comments have informed the changes to the final document. Some slight amendments to the vision and strategic principles were highlighted.</p> <p>5.2 Steven presented the findings of some additional analysis undertaken to consider the transport potential of the corridors. It was highlighted that the sequencing does not reflect any level of importance for the corridors but presents an objective assessment to help inform which studies should be completed first.</p> <p>5.3 The Board discussed whether the corridors should be packaged slightly differently and the number of corridors reduced. This will be explored by the secretariat in more detail at the next stage of the work which will consider the characteristics for the corridors. It was identified that some corridors have already been studies extensively and this will need to be considered when undertaking the corridor studies.</p> <p>5.4 The Board considered whether the deprived communities analysis for the corridors was truly reflective of the local situation. Steer confirmed that the analysis was based upon the 30% most deprived communities on the deprivation index.</p>	

<p>5.5 The Shadow Partnership Board agreed to the recommendations in the report.</p> <p>Item 5b: Transport Strategy</p> <p>5.6 Mark Valleley presented an update paper on the proposed approach to the Transport Strategy, including a revised timescale for the completion of the Strategy and its associated documents.</p> <p>5.7 The revised timescale reflects the limited resources available to deliver the complete Strategy and Investment Plan by 2020. The new route map proposes that the Transport Strategy and thematic studies will commence in September 2018 and will be complete by March 2020. The corridor studies will commence in 2019 and the Investment Plan will be completed by 2021.</p> <p>5.8 It was confirmed that the revised timescale for the Transport Strategy will not prevent the proposal to Government from progressing.</p> <p>5.9 The Shadow Partnership Board agreed the recommendations in the report.</p>	
<p>6. Major Road Network</p>	
<p>6.1 The Shadow Partnership Board considered the proposed list of early entry schemes to the DfT. The schemes reflect the criteria suggested by the Department and will be considered for early funding for the Major Road Network.</p> <p>6.2 The TfSE response included a number of additional schemes which sets out the medium term ambition for schemes on the proposed MRN.</p> <p>6.3 The Board agreed the recommendations in the report.</p>	
<p>7. Draft Proposal</p>	
<p>7.1 Rupert Clubb provided an overview on the process for securing statutory status for TfSE and the approach to developing a draft Proposal for submission to Government. This is a significant work stream that will need to demonstrate the strategic case for the creation of a sub-national transport body. This will need to identify the types of powers and responsibilities that the STB will be seeking, as well as identifying the proposed governance structures and strategic aims.</p> <p>7.2 Members of the Shadow Partnership Board agreed that there should be a sub-group of the Board to guide the development of the proposal to Government. It was agreed that Cllr Tony Page, Cllr Rob Humby, Cllr Gill Mitchell, Cllr Michael Payne and a LEP representative would form the sub-group.</p> <p>7.3 The Board considered whether there was a sufficient mix of authorities on the member and officer sub-groups. It was agreed that they would proceed as currently established but the Board would review and monitor as necessary. The Board will remain the decision making body.</p> <p>7.4 The Board highlighted that the proposal needs to be clear that powers are concurrent with the Local Transport Authorities.</p> <p>7.5 The Board noted the progress to date and agreed the recommendations in the report.</p>	
<p>8. Feedback from Leader and LEP meetings</p>	
<p>8.1 Cllr Keith Glazier provided an update on the feedback from the recent meetings with Leaders from the constituent authorities and LEP Chairs. The key themes emerging from the meetings related to the need to raise awareness of TfSE and develop a proactive approach to communications.</p>	

<p>8.2 The feedback has been reflected in the proposed staff structure, which includes dedicated resource for communications and relationship management. The Board supported this and highlighted that it would be positive to further develop the relationships with the new Deputy Mayor at Transport for London.</p> <p>8.3 The Board thanked Cllr Glazier for the series of meetings and engaging with all members of the Board to gather feedback.</p> <p>The Shadow Partnership Board noted the recommendations in the report.</p>	
<p>9. Responses to Consultations</p>	
<p>9a: Responses to Consultations</p> <p>9.1 Rupert Clubb presented the covering paper which summarises the recent consultation responses that TfSE has prepared.</p> <p>9.2 Cllr Michael Payne welcomed the TfSE response to the Operation Stack consultation and noted that it reflected the feedback from Kent County Council. The Board were informed that all consultation responses reflect the feedback from the relevant constituent authorities and LEPs.</p> <p>9.3 The Shadow Partnership Board agreed the recommendations in the paper.</p> <p>9b. Heathrow Southern Rail Access</p> <p>9.4 Richard Tyndall summarised the TfSE response to the Government’s call for market-led proposals for a new Southern Rail access to Heathrow. The report does not endorse any specific scheme, but outlines a series of principles that the Government should follow when assessing schemes.</p> <p>9.5 The Shadow Partnership Board agreed the recommendations in the paper.</p>	
<p>10. Communications and Engagement</p>	
<p>10.1 Warwick Smith presented the covering paper setting out the proposed approach to the development of a Communications and Engagement Strategy and the ongoing communications activity.</p> <p>10.2 It was agreed that Cllr Rob Humby would take a lead on MPs engagement, holding regular surgeries for MPs at Portcullis House. A target list of MPs has been developed and will be used for initial meetings. The Board agreed that it was important that there was sufficient officer support for these meetings and that the lead member from the appropriate constituent authority is keep informed. Progress will be reported back to the Shadow Partnership Board.</p> <p>The Shadow Partnership Board agreed the recommendations in the report.</p>	<p>Secretariat to agree support mechanisms</p>
<p>11. A.O.B.</p>	
<p>11.1 Margaret Paren informed the Board about some recent work between National Parks England and Highways England. A joint agreement will see the creation of a ‘National Agreement Group’, which will meet every six months to consider RIS schemes and their potential impact on National Parks. This will inform the scheme design. All schemes impacting National Parks will go the Design Review Team. This approach is intended to reduce delays and ensure that issues and concerns are considered at the earliest opportunity. The Board welcomed the approach.</p>	