

**TfSE Shadow Partnership Board  
26 February 2020  
Minutes**

<b>Shadow Partnership Board Members</b>		
Cllr Keith Glazier Leader East Sussex County Council	Cllr Michael Payne, Cabinet Member for Highways and Transport Kent County Council	Cllr Roger Elkins, Cabinet Member for Highways and Infrastructure West Sussex County Council
Cllr David Monk, Leader, Folkestone & Hythe District Council	Cllr Lynne Stagg Cabinet Member for Environment and Transport Portsmouth City Council	Cllr Tony Page, Deputy Leader Reading Borough Council (representing Berkshire Local Transport Body)
Martin Harris (jointly representing LEPs) Coast 2 Capital LEP	Margaret Paren, Chair, South Downs National Park (Representing protected landscapes)	Geoff French CBE Interim Chair Transport Forum
Cllr Rob Humby, Deputy Leader, Hampshire County Council	Cllr Colin Kemp, Deputy Leader, Surrey County Council	Cllr Alan Jarrett, Leader, Medway Council
Mike Smith Head of Strategic Planning, South East Route, Network Rail	Alice Darley, Regional Network Strategy (South), Highways England	Alex Williams, Director of City Planning, Transport for London
Cllr Daniel Humphreys, Leader of Worthing Council, Adur & Worthing Councils	Cllr Ian Ward, Cabinet Member for Infrastructure and Transport, Isle of Wight Council	Ross McNally, Enterprise M3 LEP (jointly representing LEPs)

**Apologies:**

Cllr Anne Pissaridou, Chair of the Environment, Transport & Sustainability Committee  
Brighton & Hove City Council

Cllr Jacqui Rayment, Cabinet Member for Place and Transport, Southampton City  
Council

Liz Garlinge, Network Planning Director, Highways England

John Halsall, Managing Director, Southern Region, Network Rail

**Observers:**

Nikki Nelson Smith, Regional Network Strategy (South), Highways England

Item	Action
<b>1. Welcome and Apologies</b>	
<p>1.1 Cllr Keith Glazier welcomed Shadow Partnership Board members to the meeting and noted apologies.</p> <p>1.2 Cllr Glazier welcomed the members of the public who were also in attendance and invited Chris Todd (Transport Action Network) to make a short statement.</p>	
<b>2. Notes from Previous Meeting</b>	
<p>2.1 The notes of the previous meeting were agreed.</p>	
<b>3. Public Participation in Meetings</b>	
<p>3.1 Rachel Ford (RF) introduced this item and guided the Shadow Partnership Board members through the key parts of the paper.</p> <p>3.2 RF outlined Transport for the South East's commitment to openness and transparency and as such, the board meetings are open for members of the public to attend. However, as TfSE's constitution does not include any provision for public participation at meetings, it is now appropriate to put in place a procedure for dealing with public attendance and participation.</p> <p>3.3 RF summarised the proposed procedure as shown in Appendix 1.</p> <p>3.4 The board discussed the proposed procedure and raised some concerns. It was felt that the requirement to receive written statements 5 working days in advance of the meeting does not allow enough time for a member of the public to review the papers once they are published online (also 5 working days in advance) and submit their statement.</p> <p>3.5 In addition, a concern was raised with the proposal to reduce the speaking time (originally allocated at 3 mins each) if more than 5 people will be making oral representations. It was felt that it should either be at the discretion of the Chair or only 5 people are allowed to make oral representations with either a ballot or a decision being made in advance.</p> <p>3.6 The board discussed the possibility of allowing members of the public to speak just before the item their statement relates to rather than all speaking at the beginning of the meeting. It was suggested this could be at the Chair's discretion.</p> <p>3.7 The recommendations were <b>not agreed</b> by Shadow Partnership Board members. The proposal for public participation will be reviewed again by the Governance Member Sub-Group.</p> <p>3.8 Action: the proposal for public participation will be reviewed again by the Governance Member Sub-Group and an amended version will be</p>	

<p>circulated via email to the Shadow Partnership Board for approval before the next Board meeting.</p> <p><i>RECOMMENDATIONS:</i> The Shadow Partnership Board is recommended to:</p> <ol style="list-style-type: none"> <li>(1) Note the arrangements for public attendance at meetings of the Shadow Partnership Board: and</li> <li>(2) Agree the proposed approach to public participation at meetings of the Shadow Partnership Board.</li> </ol>	<p>TfSE Secretariat</p>
<b>4. Initial Report on Transport Strategy Public Consultation</b>	
<p>4.1 Lucy Dixon-Thompson (LDT) introduced this item.</p> <p>4.2 LDT updated the board on the outcome of the draft transport strategy consultation including; number of responses, respondent type and percentage of questionnaire respondents who supported and strongly supported some of the key elements in the strategy.</p> <p>4.3 LDT outlined the top themes that emerged from the questionnaire and written responses. These included; support for modal shift to more sustainable transport options; more integration between land use and transport planning; and the desire to see the 2050 net-zero carbon target brought forward.</p> <p>4.4 In addition, LDT identified the key themes that emerged from constituent authority and LEP responses and separately the themes raised from the Friends of the Earth campaign.</p> <p>4.5 The Board discussed some of these emerging key themes in more detail including what, if any, amendments should be made to the strategy in light of the comments. The main points discussed were; whether the 2050 target for net-zero carbon emissions is too late; further integration between land use and transport planning; the importance of active transport; and how rural transport is considered.</p> <p>4.6 RC thanked the board for their comments and explained that a more detailed report will be presented at the April Shadow Partnership Board meeting which will outline how TfSE are responding to the consultation feedback and the proposed amendments to the strategy. This draft final version will be taken through the constitutional processes in individual constituent authorities for agreement so that a final version of the transport strategy can be presented at the July Shadow Partnership Board meeting for formal sign off.</p>	
<b>5. Finance</b>	
<p>5.1 Rachel Ford introduced this item and guided the Shadow Partnership Board members through the key parts of the paper.</p>	

<p>5.2 RF explained that due to the identification of additional work that is now required to ensure the evidence base for the area studies is robust, TfSE has submitted a variation request to the DfT for the £500k grant funding awarded in in June 2019. In addition, TfSE has submitted a bid to the DfT for additional funding to support the area studies. The timing of announcements has been delayed, but it is expected the position will be clearer following the budget on 11 March 2020.</p> <p>5.3 RF outlined that one of the pieces of enabling work TfSE has identified is for a carbon calculator. The DfT are keen to ensure that any carbon assessment tools are consistent across the country and are working with Defra to develop a model that will be released in May 2020. It is recognised that TfSE will still need to develop an interface between the DfT's assessment tool and TfSE's SEELUM model. Additional work will also be required to ensure that rail is considered as part of the model.</p> <p>5.4 Appendix B of the paper was highlighted to Board members. The appendix provided information on the current spend against the TfSE budget, plus the forecast of expenditure to the end of the current financial year.</p> <p>5.5 Board members expressed concerns that the level of detail required for a minor grant variation were excessive and that future grant agreements should allow a degree of delegated responsibility to the Board.</p> <p>5.6 The recommendations were <b>agreed</b> by all Shadow Partnership Board members.</p> <p><i>RECOMMENDATIONS:</i>        The Shadow Partnership Board is recommended to:</p> <ol style="list-style-type: none"> <li>(1) Note the current budget position for 2019/20 as at the end of January 2020;</li> <li>(2) Note the position on Department of Transport position on grant funding;</li> <li>(3) Agree the revised budget for 2019/20, subject to DfT approval for the variation of the grant agreement.</li> </ol>	
<p><b>6. AOB</b></p>	
<p>6.1 It was noted that there were some errors in the new cabinet and DfT ministerial list that was circulated.</p> <p>6.2 RC confirmed that within the DfT, Baroness Vere now has devolution as part of her portfolio and Rachel Maclean MP has future mobility in her portfolio. TfSE has been told that Baroness Vere will be the main Ministerial point of contact.</p> <p>6.3 KG confirmed he will be writing to Baroness Vere to seek a meeting to discuss TfSE and the importance of having a funding stream going forward. KG read to the Board, the positive letter recently received from the Secretary of State, Grant Shapps MP.</p>	

<p>6.4 Action: TfSE to circulate Grant Shapps' letter with the minutes.</p> <p>6.5 RC outlined an open letter that has been drafted, addressed to the Chancellor, reiterating the importance of the South East in the 'levelling up' conversation.</p> <p>6.6 Action: TfSE will circulate to the Board, alongside the minutes, the draft open letter to the Chancellor for comment, agreement and then publication.</p> <p>6.7 In addition, RC explained that collectively, all of the Sub-National Transport Bodies (STBs) will be seeking a meeting with the Chancellor to discuss their funding and status. It is also critical that STBs are featured in the devolution white paper.</p>	<p>TfSE Secretariat</p> <p>TfSE Secretariat</p>
<p><b>7. Date of Next Meeting</b></p>	
<p>7.1 The next Shadow Partnership Board meeting will take place on Thursday 23 April 2020 at the Hilton Hotel, Gatwick Airport.</p>	

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