

**Peninsula Transport
Shadow Sub-National Transport Body
Board Meeting Minutes**

Thursday 8 October 2018 (14:00)
County Hall, Exeter

Attendees

Cllr Geoff Brown (Chair), Cornwall Council
Cllr Andrea Davis (Vice-Chair), Devon County Council
Cllr Mark Coker, Plymouth City Council
Paula Hewitt, Somerset County Council
Cllr Robert Excell, Torbay Council
Ben Wills, Department for Transport
David Glinos, Department for Transport
Ian Harrison, Heart of the South West LEP
Alice Darley, Highways England
Mark Clements, Highways England
Rebecca Edmond, Highways England
Juliette Jackson, Homes England
David Northey, Network Rail
Ben Watts, Western Gateway SSTB
Nigel Blackler, Cornwall Council
Hannah Clark, Devon County Council
Jamie Hulland, Devon County Council
Anthony Payne, Plymouth City Council
Richard Banner, Plymouth City Council
Sally Farley, Plymouth City Council
Julian Gale, Somerset County Council
Mike O'Dowd-Jones, Somerset County Council
Kevin Mowat, Torbay Council

Apologies

Cllr John Woodman, Somerset County Council
Tim Bagshaw, Cornwall and Isles of Scilly LEP
Ian Knight, Homes England
Daniel Round, Network Rail

Meeting Resources

PAPER A: SW Peninsula SSTB Governance Paper
PAPER B: SW Peninsula SSTB Constitution
PAPER C: SW Peninsula SSTB Collaboration Agreement
PAPER D: SW Peninsula SSTB Comms Paper
SW Peninsula Leaflet

Item	Action
<p>Welcome and Introductions</p> <p>Cllr Geoff Brown welcomed the Shadow Sub-National Transport Board (SSTB) members to the meeting and noted the apologies.</p>	
<p>Governance Update</p> <p>Julian Gale provided an update on the governance of the SSTB. The SSTB was formally established on 5 November 2018, with the 5 authorities signing the Collaboration Agreement.</p> <p>The board were required to make a decision regarding the co-opted members inclusion. Decision approved unanimously.</p> <p>Alice Darley (Highways England) queried the Constitution section 5.2.f). Confirmed that SSTB are not seeking to circumvent existing procedures. Instead, this point is to state an intention to work in a joined-up fashion.</p> <p>Papers A, B and C accepted and approved by the board.</p>	
<p>SSTB Overview</p> <p>Leaflet promoting the SSTB has been prepared and circulated.</p> <p>This emphasises a number of points, including:</p> <ul style="list-style-type: none"> the authorities have an existing working relationship which will be built on through the SSTB; there has been significant investment in the South West the grouping of authorities is a good fit the group has the skills and expertise to be successful a positive arrangement with co-opted members is planned the group have had a number of achievements in recent years initial priorities to work on post establishment of the SSTB ask to Government for a contribution to help the SSTB progress <p>Noted that it would be preferable for the leaflet to expand on the relationship with Western Gateway further. This was agreed by Ben Watts (Western Gateway).</p> <p>There was some discussion relating to which images should be used on the front page. Agreed that an image illustrating housing growth is essential, and that a maritime image could replace one of the existing 2 rail images.</p> <p>Cllr Geoff Brown thanked the officers for their work to date.</p>	<p><i>Nigel Blackler</i></p> <p><i>Nigel Blackler</i></p>
<p>Co-Opted Member Introductions</p> <p>Each co-opted member present were given the opportunity to feedback their initial views on the South West Peninsula SSTB. This was also an opportunity to feedback any latest updates from their organisation which might be relevant to the SSTB.</p>	

<p>Department for Transport: received the letter from SW leaders and a reply can be expected soon. Important to see one clear voice for the region and stress that co-working will be important. Autumn budget recently announced, National Roads Fund budget available from 2020 of £28.8bn, of which £25.3bn will be used for the Strategic Road Network. The remainder will be used for Major Road Network and Large Local Major Schemes. DfT will be looking to the STBs for priorities.</p> <p>Western Gateway SSTB: invitation as an associated member will be reciprocated for their first SSTB meeting, expected to be approx. 18 December 2018.</p> <p>Heart of the South West LEP: happy to participate and committed to working with partners, and the SSTB will help drive forward priorities.</p> <p>Network Rail: also intending to be involved in Western Gateway SSTB. Expecting to appoint someone to be locally based in Exeter to oversee the Dawlish situation.</p> <p>Highways England: recently written to STBs with regards to HE engagement. Alice Darley (Network Planning department) will be SSTB main contact, though other colleagues present will also be in teams relevant to the STB. Will be interested in the development of the evidence base and transport strategy. Alice Darley to confirm dates for DCO letters of joint support.</p> <p>Homes England: funds are available for schemes with a strong emphasis on growth, and therefore linked with infrastructure. Strategic panel was launched last week. Funding grants can be investigated for schemes if there is a strong link to housing.</p>	<p><i>Alice Darley</i></p>
<p>Stakeholder Forum Membership</p> <p>Jamie Hulland presented options to be discussed for the formation of a stakeholder forum to enable the SSTB to effectively and meaningfully engage with other stakeholders.</p> <p>The purpose of the forum would be to enable 2-way communications, providing updates on policy and funding and feeding into consultations.</p> <p>The Heart of the South West LEP had a Special Interest Group which were self-selected. This initially had a large response, with some dropping out later leaving a core group.</p> <p>Proposed to form 2 stakeholder groups: The core group would meet 3 times a year, by invitation only. The chair and vice-chair would be appointed from this group. The wider group would meet at an annual event, with an open invite.</p> <p>Agreed that Bristol Airport should be included in the core group.</p> <p>Kevin Mowat advised that the British Ports Association should be invited to the core group as opposed to individual ports.</p>	

<p>Also agreed air carriers, Isles of Scilly Steamship and Sustrans need adding to the existing list.</p> <p>Elected members on SSTB to attend wider stakeholder group event to liaise with stakeholders.</p> <p>TOR document will be prepared, with a view that the specific detail could be trialled and amended.</p>	<p><i>Jamie Hulland</i></p>
<p>Communications & Engagement</p> <p>Sally Farley discussed the latest progress on Communications and Engagement. The name, logo and general strategy were agreed unanimously.</p> <p>A Communications Strategy will be presented to the next board meeting. The website and social media accounts are in development.</p> <p>A press release relating to the Peninsula Transport formation will be issued on Friday 9 November 2018.</p> <p>Letters to the South West MPs shall be sent to make them aware of the SSTB, with a copy of the leaflet. Noted that the letter will include the names of the elected board members, illustrating representation from each of the partner authorities.</p>	<p><i>Sally Farley</i></p>
<p>Next Steps</p> <p>Mike O'Dowd-Jones presented on the next steps for the SSTB. There is a need to secure government funding, alongside the £320k contribution agreed by the local authority partners.</p> <p>Further work will be done on work programme and resources. The next priority will be the production of a regional evidence base and transport strategy. Regional evidence base will aim for submission in July 2019.</p> <p>Department for Transport agreed that a local contribution is positive. However, there is no unallocated pot of STB funding.</p>	
<p>AOB</p> <p>A letter to Network Rail and the Secretary of State have been drafted with regards to Dawlish. Cllr Geoff Brown and Cllr Andrea Davis to discuss.</p> <p>Dates of future meetings: Next board meeting 28 February 2019, 14:00 Thereafter, 23 May 2019 and 5 September 2019 Stakeholder group proposed for the end of May / beginning of June and ensuring avoiding half term.</p>	<p><i>Cllr Geoff Brown & Cllr Andrea Davis</i></p>