

## **Public Services Reform (Scotland) Act 2010**

The Scottish Regional Transport Partnerships have been included in the schedule of the Public Services Reform (Scotland) Act 2010 and the act requires annual publication of certain information.

### **Introduction**

Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 (“the Act”) impose new duties on the Scottish Government and listed public bodies to publish information on expenditure and certain other matters as soon as is reasonably practicable after the end of each financial year. These duties came into force on 1<sup>st</sup> October 2010 by virtue of the Public Services Reform (Scotland) Act 2010 (Commencement No.2) Order (S81 2010 No 321).

Sections 31(7) and 32(2) of the Act provide that listed public bodies must have regard to any guidance issued by the Scottish Ministers about the duties imposed by these sections. Guidance designed to assist public bodies in giving effect to these statutory duties and to promote consistency between bodies in the way in which they give effect to these duties was laid before Parliament as required by the Act and this guidance has been followed in preparing the information for publication.

### **Data to be Published**

Sections 31(1) and (2) require public bodies to publish as soon as is reasonably practicable after the end of each financial year a statement of any expenditure they have incurred during that financial year on or in connection with the following matters:

- Public relations;
- Overseas travel;
- Hospitality and entertainment;
- External consultancy;
- Payments with a value in excess of £25,000
- Members of employees who received remuneration in excess of £150,000

### **Sustainable economic growth**

Section 32(1)(a) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during that financial year to promote and increase sustainable growth through the exercise of its functions. Since this requires the publication of a statement it is not sufficient simply to refer to other published material such as the Annual Report.

## **Efficiency, Effectiveness and Economy**

Section 32(1)(b) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during that financial year to improve efficiency, effectiveness and economy in the exercise of its functions. Again this requires the publication of a free standing statement and it is not sufficient simply to refer to other published material such as the Annual Report.

The Scottish Government has published guidance on the definition of efficiencies and this has been followed. The data as described in this report is included in Appendices 3, 4 and 5 of this report and will be published on the SEStran web site in accordance with the requirements of the Act.

**Appendix 1.** PSRA Disclosures 1011 Board

**Appendix 2.** PSRA Efficiency Statement

**Appendix 3.** PSRA Sustainable Economic Growth

**SESTRAN**

**Public Services Reform (Scotland) Act 2010 Information**

**Period covering 01/10/2010 - 31/03/2011**

**Appendix 1**

1) **Public Relations (All expenditure except phone book entries relate to events support, projects or publications of necessary or statutory reports.)**

Supplier	External costs - invoiced	Internal Staff Costs	Supplier Total
Apple Store	£429		£429
Arrow Corporate Promotions	£1,034		£1,034
Bauer Radio	£3,594		£22,033
Bauer Radio	£529		£22,033
Bauer Radio	£989		£22,033
Bauer Radio	£4,321		£22,033
Bauer Radio	£7,200		£22,033
Bauer Radio	£5,401		£22,033
BT	£374		£716
BT	£342		£716
EAE	£1,166		£1,166
James Stevenson (Flags)	£156		£156
Kingdom FM	£2,160		£2,160
Liftshare	£118		£118
Links Design	£1,782		£7,326
Links Design	£2,566		£7,326
Links Design	£1,441		£7,326
Links Design	£1,537		£7,326
Pedal for Scotland	£185		£185
Prentice Events	£4,200		£4,200
Quintin Young SEStran Megacycle	£3,000		£6,000
Quintin Young SEStran Megacycle	£3,000		£6,000
SCVO	£2,400		£2,400
Spokes	£50		£100
Spokes	£50		£100
TACTRAN	£83		£83
The Bike Station	£225		£225
Yell	£190		£1,077
Yell	£887		£1,077

**Total** £49,408

2) **Overseas Travel (50% of Travel Costs and Staff Time is Funded by EU)**

Reason	Origin / Destination	No. Employees	Travel Costs	Subsistence	Accommodation	Other Expenditure	Total
Dryport	Edinburgh/ Amsterdam	1	£367.64				£367.64
Sustainable Travel	Edinburgh/ Brussels	1	£373.30		£341.58		£714.88
Dryport	Edinburgh/ Amsterdam	1	£209.25	£333.16			£542.41
Food Port	Edinburgh/ Bruges	1	£50.49	£233.64			£284.13

**Total** £1,909.06

3) **Hospitality & Entertainment**

Nil return

4) **External Consultancy ( All subject to competitive tender)**

Supplier	Project / Service	Total	Supplier Total
Colin Buchanan	Dryport	1,394	3,450
Colin Buchanan	Dryport	-234	3,450
Colin Buchanan	Access to Healthcare	1,952	3,450
Colin Buchanan	Access to Healthcare	338	3,450
INEO Systrans	RTPI	96,174	96,174
Lindean Partnership	Project Management	6,174	20,440
Lindean Partnership	Project Management	3,675	20,440
Lindean Partnership	Project Management	4,196	20,440
Lindean Partnership	Project Management	2,797	20,440
Lindean Partnership	Project Management	3,597	20,440
MVA Consultancy	Edinburgh Orbital Bus Project	2,938	56,930
MVA Consultancy	Regional Development Plan Input	4,364	56,930
MVA Consultancy	Regional Development Plan Input	9,177	56,930
MVA Consultancy	Park & Ride Strategy (Website)	6,600	56,930
MVA Consultancy	Regional Development Plan Input	8,880	56,930
MVA Consultancy	Regional Development Plan Input	9,372	56,930
MVA Consultancy	Foodport	15,600	56,930
Scott Wilson	Dryport	5,182	26,128
Scott Wilson	Midlothian Council Speed Review	11,743	26,128
Scott Wilson	Dryport	4,712	26,128
Scott Wilson	Dryport	4,490	26,128
White Young Green	RTPI	3,684	37,847
White Young Green	RTPI	4,209	37,847
White Young Green	RTPI	11,283	37,847
White Young Green	RTPI	5,407	37,847
White Young Green	RTPI	6,635	37,847
White Young Green	RTPI	6,629	37,847

**Total** **240,969**

5) **Payments in Excess of £25,000**

Payee	Commodity / Service Description	Payment Date	Amount
INEO Systrans	RTPI	27/01/2011	96,174

**Total**

6) **Members or employees who received remuneration in excess of £150,000**

Nil return.

## **Public Service Reform (Scotland) Act 2010**

### **Statement of efficiency, effectiveness and economy**

#### **SEStran 2010/11**

During 2010/11 SEStran has implemented a number of initiatives that have improved efficiency, effectiveness and economy and these are outlined below.

#### **Shared Services**

##### **Shared accommodation, administration and supplies**

SEStran provides accommodation in our office for SESPLAN, the strategic land use planning authority for Edinburgh, The Lothians, Fife and Scottish Borders. In addition, SEStran provides administration support to SESPLAN by sharing the use of our three Admin. staff and provides office supplies to them through access to the City of Edinburgh Council's framework contract for supplies and services. SESPLAN also have the benefit of our provision of ITS facilities.

This has resulted in a saving to SEStran of £33,400, through a recharge to SESPLAN and while this is a cost to SESPLAN, it represents an efficient arrangement for them in that the alternative would be lease payments to a third party for office accommodation and employment of staff for administration.

##### **Legal, Financial and HR Services**

SEStran has three service level agreements covering legal, financial and HR services. The services provided are outlined below.

##### **Legal Services**

Legal services are provided by Fife Council. Services include legal advice, contractual advice and provision of clerking for the Board and the Performance and Audit Committee. The quality of support is excellent and rates are considerably lower than comparative rates in the private sector. The cost of this service in 2010/11 was £23,000

##### **Financial Services**

Financial services are provided by the City of Edinburgh Council. Services covered include invoice and payment processing, financial ledger, regular reporting to the SEStran Board, internal audit, liaising with external audit, budget preparation and control, pension fund management, accountancy and audit support for EU projects and investment management. The quality of

support is excellent and again rates are considerably lower than in the private sector. The cost of this service in 2010/11 was £23,940

### **HR Services**

HR services are provided by Falkirk Council. This includes drafting and review of HR policies and procedures, monitoring any changes in legislation, support in dealing with staff matters and reporting to the SEStran Board. Day to day routine HR matters are managed directly by SEStran staff. The cost of this service in 2010/11 was £671

### **Routewise Data Base**

SEStran provides a central data base (Routewise) of public transport bus registrations that links directly to the Scottish Travelline data base to provide travel planning information to the travelling public. The eight local authorities in the SEStran partnership and, in addition Stirling Council all have access to this data base. While this does not provide a direct saving to SEStran, the nine authorities who have access to the data base save £45,000 a year through shared licences and hosting.

### **Tripshare SEStran**

- SEStran provides a central data base for car sharing throughout the region under contract with Liftshare Ltd. Each of the eight partner authorities have access to the data base and have branded their own Tripshare with their own authority brands (e.g. Tripshare Edinburgh). SEStran provides the licence and hosting costs, regional marketing, monitoring reports and technical support to the authorities. By contracting on a regional basis there are significant savings compared to each of the authorities contracting individually (£8,136 a year i.e. 25%) in addition to the benefits to the customer of being able to access a larger data base for potential matching of trips. Through SEStran's initiative, Tripshare has now been extended to include Health Boards, Universities and private sector companies at no cost to SEStran. This initiative since its inception has saved 9,945,738 vehicle miles on the regional road network reducing CO2 emissions by 3268.4 tonnes annually (at the current membership of 6,340).

### **Accessibility Modelling**

SEStran has been using Accession for over three years now, operating mainly through its term consultants MVA. The SEStran Accession model gives a graphic presentation of the accessibility of specific locations to other locations, including areas of employment, healthcare, education, retail and leisure, by various modes.

One of the recent uses of Accession by SEStran, has been the assessment of various development locations identified in the formulation of the SESplan Strategic Development Plan, to test their relative accessibility to various facilities.

SEStran has its own model which has been upgraded to reflect, with greater accuracy, travel times in the area and can be operated in the SEStran offices or by MVA.

Two other RTPs now access accession software through the SEStran contract with MVA with the benefit of reduced fees as a result of the larger volume of work, single licence fee for all three RTPs and regular updates for all. In addition the other two RTPs have saved the cost of procurement by using the SEStran contract.

### **Scotland Europa**

SEStran has been a member of Scotland Europa for the last year and this has proven to be useful in identifying possible sources of EU funding to assist with implementation of the RTS. Two other RTPs have now joined Scotland Europa and SEStran has negotiated a reduced fee on behalf of all three organisations resulting in a saving of £1,000 for SEStran and similar levels for the others.

### **SEStran Regional Transport Model**

During 2009/10 and 2010/11 SEStran developed a regional multi modal land use transport model for the SEStran area. This was developed jointly with Transport Scotland and provides the facility for detailed regional transport analysis for the region. The model is now jointly managed with Transport Scotland and a range of organisations from private sector developers to local authorities have made use of the model for their own purposes. SEStran has made extensive use of the model for analysis of the implications of land use allocations in the emerging Strategic Development Plan for the SESPLAN area.

### **Parking Initiatives**

SEStran has carried out a number of studies on parking in partnership with the eight authorities in the SEStran area and provided the results to the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs. The parking related work is:-

- Parking standards for new development
- The viability of decriminalised parking outwith Edinburgh
- Development of a park and ride strategy for the region

### **Sustainable Development**

SEStran has carried out a number of studies on sustainable development in partnership with the eight authorities in the SEStran area and provided the results to

the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs. The recent sustainable development related work is:-

- Cycling best practice handbook
- Urban cycle networks study with funding for implementation.
- Sustainable urban design guidelines
- Sustainable freight Distribution

## **Buses**

SEStran has carried out a number of studies related to buses in partnership with the eight authorities in the SEStran area and provided the results to the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs. The recent buses related work is:-

- Survey of bus service and related provision of infrastructure identifying quality of service.
- Alternative fuels for buses
- Examination of the potential for demand responsive transport to provide cost effective services in rural areas
- Provision of a public transport information strategy to provide consistency of approach throughout the region
- Provision of a regional bus services map

## **Procurement Activity**

### **Framework Contracts**

SEStran currently has three framework contracts with transport consultants as follows:-

1. Strategic Transport Planning - MVA
2. Transport Services – Scott Wilson
3. Sustainable Travel – Colin Buchannan

The use of these frameworks has significantly reduced the cost of procurement of services both to SEStran and to the private sector consultants. In addition, the frameworks have been made available to partner local authorities within the SEStran area and have been used by three of the authorities to progress their own projects.

### **Real Time Passenger Information**

SEStran is the delivery body for implementation of real time passenger information for bus passengers throughout the region. The project builds on the successful scheme implemented in Edinburgh and the two systems will be compatible providing real time information for the three main operators within and beyond the city. In addition smaller operators and cross boundary services to the SWESTRANS area are included in the contract. The contractor has been appointed through EU procurement procedures and the advisory consultant was appointed through the DTI framework thereby reducing procurement costs. The project will provide real time information for Fife, East Lothian, West Lothian, Scottish Borders and services to SWESTRANS in addition to the information currently provided in Edinburgh and Midlothian. The total project value is £2.8m of which £1.12m is funded from ERDF funding. The ERDF funding represents a major saving on the cost of the project to the Scottish public purse.

### **iTransfer**

Project with Stagecoach as a partner will provide around a £1M of funding towards the design and construction of hovercraft landing areas in Kirkcaldy and Portobello with 50% funding from the EU Interreg fund. The total SEStran budget for the project is £421,000 with £210,000 funding from the EU. The project represents pump priming funding for a cross Forth passenger ferry service and will lever in approximately £10m of private sector funding in addition to the iTransfer fund. It is a cross border project linking Fife and Edinburgh, is a Partnership with private sector and other European partners and a collaboration with Napier TRI. The funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

### **Lo-Pinod**

Project in partnership with Forth Ports will provide more than a £1M of EU funding to undertake a pilot of freight movements by barge in the Forth estuary. The total SEStran budget for the project is £1.3m of which £615,000 is funded from the EU Interreg fund. The remainder of funding will come from Forth Ports who are a full partner in the project. It is a cross border project linking Fife and Grangemouth, a partnership with private sector and other European partners and a collaboration with Napier TRI. The project will remove around 40 hgv's per day from the road network during the trial. The funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

## **Dryport**

Examination of scope for inland port/freight transfer facilities has allowed development work on a number of RTS projects including River Avon Gorge, Levenmouth rail, Alloa to Dunfermline rail with connection to Rosyth, Freight routing strategy and map, Sustainable distribution depots, rail freight promotion and freight consolidation centres. The project is 50% funded by EU, a partnership with Napier TRI and a partnership with other European partners. A successful international conference raised the profile of Scotland's freight sector. Overall project budget of £600k (£300k to SEStran and £300k to TRI) has been invested in the region. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

## **Connecting food ports**

Examination of food product distribution throughout the region and linking to UK and Europe. The project is 50% EU funded through the Interreg fund and is a partnership with Forth Ports and other European partners and a collaboration with Napier TRI. The project will investigate the potential to shift freight onto more sustainable modes with business development opportunities with our European partners in this project. The total SEStran budget is £250k with £125k funded from Europe. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

## **Collaborative use of local contracts**

### **South Tay park and choose**

Scheme development for park and choose site at south end of Tay road bridge. This project is a partnership with and co-funding from TACTRAN, Transport Scotland, Fife and Dundee councils. The partners have agreed the principle of a shared funding package for delivery and there is potential for an ERDF funding bid to be made this year. The work has been carried out so far using the SEStran framework contract saving the partners the cost of procurement.

### **A801 River Avon Gorge**

A project being jointly promoted by Falkirk and West Lothian councils. The strategic transport planning framework contract was used to refresh the business case for submission to Scottish Government

### **A701 Cumulative transport impact**

Midlothian council made use of the transport services framework contract to analyse the cumulative impact of developments in the area of the A701 to the south of Edinburgh.

### **Kirknewton level crossing**

West Lothian made use of the Sustainable transport framework contract to carry out a road safety audit on the redesigned railway crossing at Kirknewton that is being promoted by Network Rail.

### **Risk Management**

Risk management in SEStran is carried out with the aid of a specific software, Magique, which is used to provide regular updates of the risks faced by the organisation. The programme identifies risks by category, (e.g. Corporate, financial, project etc.), Risk description, risk owner and Risk detail. The risk is then analysed in terms of its impact on the organisation and its likelihood of occurring. These are given a numerical value and the combination of these provides a risk Rating. The risk is then analysed to examine what mitigation measures can be implemented to either mitigate the impact of the risk should it occur or the likelihood of occurrence. This leads to a modification of the risk likelihood and impact scores giving a revised rating after mitigation. The mitigation measures and their implementation are then assigned to a risk owner and monitored on a regular basis. In addition a series of controls are identified for each risk that are ongoing procedures inbuilt into the management system that will also mitigate the risk. Finally an assessment is made on the level of residual risk and a decision made as to whether the risk should be accepted, transferred or the activity should be discontinued.

Regular updates on the most significant risks to the authority are provided to the Performance and Audit Committee and to the SEStran Board.

# Public Services Reform (Scotland) Act 2010 Duties on Public Bodies to provide information

## Sustainable Economic Growth – May 2011

### 1. Introduction

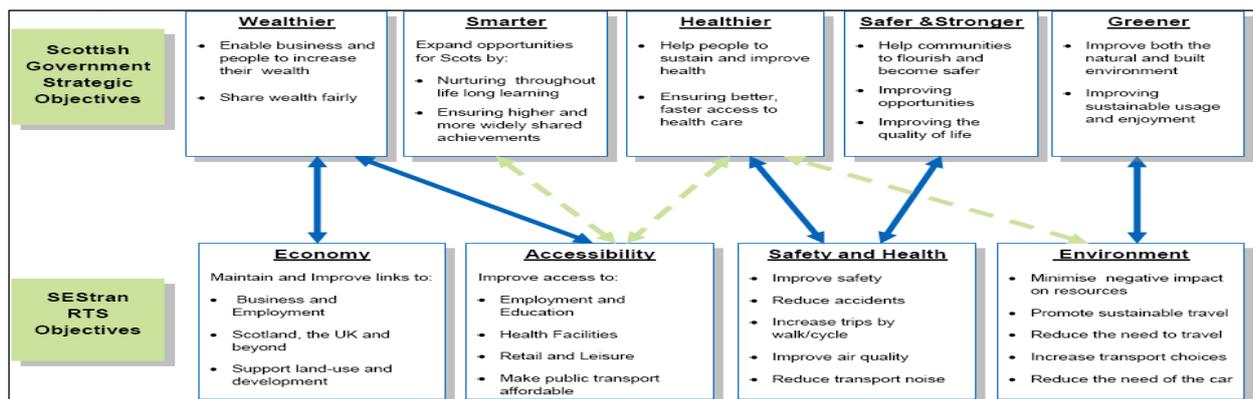
- I. Section 32(1)(a) of the Public Services Reform (Scotland) Act 2010 provides that as soon as reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during the financial year to promote and increase sustainable growth through the exercise of its functions.
- II. SEStran is a listed body within the Act. This statement is intended to fulfil the requirement of the Act in relation to Sustainable Economic Growth. This statement should be read in conjunction with the statement on Efficiency, Effectiveness and Economy and the financial information provided on the SEStran website that are also required by the Act.

### 2. Government purpose and performance framework

- I. The Government Economic Strategy, November 2007, sets out the Government's central purpose as: "To focus the Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth. By sustainable economic growth we mean building a dynamic and growing economy that will provide prosperity and opportunities for all, while ensuring that future generations can enjoy a better quality of life too."
- II. The National Performance Framework was developed to provide a clear focus and direction for the whole of the public sector in Scotland and all public bodies are expected to align their activity in support of the Purpose, Purpose Targets and the 15 National Outcomes set out in the Framework.

### 3. Aligning to the Purpose and National Objectives

- I. The SEStran Regional Transport Strategy, approved by Scottish Ministers in 2008, includes a diagram outlining how the Regional Transport Strategy objectives align with the National Objectives. This is reproduced below.



#### 4. Sustainable Economic Growth

- I. SEStran's primary function is to produce and implement a Regional Transport Strategy.
- II. Transport has long been recognised as a significant contributor to sustainable economic growth. The SEStran Regional Transport Strategy was developed in partnership with the eight local authorities within the SEStran area and involved extensive consultation with various sectors of the community, not least the business sector. Unlike many regions in the country, the SEStran area is projected to be the subject of strong growth in population, households and employment. The vision for SEStran contained in the RTS is:-

*'South East Scotland is a dynamic and growing area which aspires to become one of northern Europe's leading economic regions. Essential to this is the development of a transport system which enables businesses to function effectively, allows all groups in society to share in the region's success through high quality access to services and opportunities, respects the environment, and contributes to better health.'*

- III. The evolving Strategic Development Plan for the SESplan area sets out the spatial strategy for achieving that growth. The Regional Transport Strategy has been a major input to the SDP and seeks to achieve the growth in a sustainable means minimising the impact of increasing congestion levels.
- IV. The principal ethos in setting and determining the Regional Transport Strategy has therefore been to encourage and permit sustainable economic growth.

#### 5. What has been done in 2010/11

##### I. Projects delivered directly by SEStran

Service	Description	Delivery Model	Benefits achieved
Real Time Bus Passenger Information	Roll out of RTPI in East Lothian, Fife, Scottish Borders with funding committed by West Lothian and EU bids pending for West Lothian and Cross border services between SEStran and SWESTRANS. SEStran has attracted funding from EU and LA partners, procured the necessary technical support and the contractor and developed operating and maintenance agreements with the bus operators. Potential £3.25m project with 40% funding from	External contract, partnership with bus companies, co-funding from LAs and adjacent RTP. direct staff input.	Roll out of real time bus passenger information throughout the region will encourage mode shift from car to bus and provide better service for bus users. If outstanding ERDF bids are successful this will be a £3.25M investment in public transport infrastructure in the region. Investment during 2010/11 was

	Europe.		£345,000
<b>I –Transfer</b>	Project with Stagecoach as a partner will provide around a £1M of funding towards the design and construction of hovercraft landing areas in Kirkcaldy and Portobello. Cross border project linking Fife and Edinburgh.	Partnership with private sector and other European partners. External contract and direct staff input. Collaboration with Napier TRI.	This project will represent a further £1M investment in public transport infrastructure in the region and improve access to jobs between Fife and Edinburgh. Investment during 2010/11 was £1167
<b>Lo-Pinod</b>	Project in partnership with Forth Ports will provide more than a £1M of EU funding to undertake a pilot of freight movements by barge in the Forth estuary. Cross border project linking Fife and Grangemouth.	Partnership with private sector and other European partners. External contract and direct staff input. Collaboration with Napier TRI.	The project will trial moving freight by barge in the Forth Estuary (around 40 hgv's per day will be removed from the road network during the trial) and provide improved freight distribution to Grangemouth. Investment during 2010/11 was £1016
<b>Dryport</b>	Examination of scope for inland port/freight transfer facilities has allowed development work on a number of RTS projects including River Avon Gorge, Levenmouth rail, Alloa to Dunfermline rail with connection to Rosyth, Freight routing strategy and map, Sustainable distribution depots, rail freight promotion, freight consolidation centres 50% funded by EU.	Framework contracts, partnership with Napier TRI, partnership with other European partners and direct staff input	EU funding allowed progress on a number of RTS projects in Fife, Clackmannan, Falkirk and Edinburgh. A successful international conference raised the profile of Scotland's freight sector. Overall project budget of £600k invested in the region. Investment during 2010/11 was £124,448
<b>Connecting food ports</b>	Examination of food product distribution throughout the region and linking to UK and Europe. 50% EU funding. Forth Ports intend to join this project and form a Scottish partnership with SEStran	Partnership with other European partners, collaboration with Napier TRI and direct staff input	Potential to shift freight onto more sustainable modes with business development opportunities with our European partners in this project. £250k invested in the region. Investment during 2010/11 was £14,247
<b>Edinburgh outer orbital BRT</b>	Bus rapid transit scheme around outer orbital corridor linking East, Mid and West Lothian and Edinburgh, scheme development	Framework contract and input from partner authorities	STAG and feasibility study completed and with Transport Scotland Investment during 2010/11 was £5,845
<b>South Tay park and choose</b>	Scheme development for park and choose site at south end of Tay road bridge.	Framework contract. Partnership with and co-funding from TACTRAN, Transport Scotland, Fife	Transport Scotland has agreed the site and the principle of a shared funding

		and Dundee.	package for delivery. Potential for an ERDF funding bid to be made in August 2011. £50k funding from Tactran, TS, Fife and Dundee. Investment during 2010/11 was £7044
<b>SESPLAN</b>	Shared office and admin services and strategic transport input to development of the SDP.	Shared accommodation/service agreement, use of framework contract and direct staff input	Savings of £48k per year from shared accommodation and admin. staff has funded input to SDP. Investment during 2010/11 was £60,905
<b>Key Agency and influencing role</b>	Input to Community planning, single outcome agreements, SDP and LDPs, Rail utilisation strategies, rail timetabling reviews, rail franchise, high Speed rail, OFT and Competition Commission investigation into bus competition, Scottish Government consultations, transport Scotland strategies and major projects, DfT consultations etc.	Direct staff input, framework contracts, seconded consultant	Met statutory requirement for community planning and SOAs and influenced other providers to the benefit of SEStran area. Investment during 2010/11 was £37,489
<b>Liaison Groups and forums</b>	SEStran hosts a rail forum that includes network rail and operators, a bus forum that includes operators and a sustainable transport forum	Direct staff input and seconded consultant	Provision of a mechanism for sharing information and influencing providers and policy makers. Costs are included in other codes.
<b>Accession</b>	All authorities have been trained in the use of Accession and have access to the model through our term consultants. SEStran is currently in discussions with other RTP's to investigate sharing the costs of updating and operating the Accession model and also sharing the costs of annual licenses	Framework contract, shared service agreement with other RTPs.	Provided the basis for stage 1 input to SDP and will be central to input to LDPs. Influenced land use allocations to minimise private transport. Investment during 2010/11 was included in other cost codes.
<b>Routewise</b>	All authorities have access to the Routewise database which is maintained through SEStran and benefit from greatly reduced annual running costs through the economies of scale that have been achieved through the SEStran management of the system	External contract, shared service with partner authorities	Provision of data to TRAVELINE for SEStran area and for LA provision of transport data. The costs to partner authorities to provide this service individually would total £90K per annum. Investment during 2010/11 was £52,256
<b>Travel Planning</b>	SEStran provides a focal point and funding for the	Grant award with match funding from partner	Travel plans developed for a wide

	development of travel planning and sustainable transport awareness to both public and private sector organisations.		range of organisations throughout the region Investment during 2010/11 was £79,831
<b>One-Ticket</b>	SEStran promotes the use of one ticket throughout the SEStran area	Board member and promotional material	Influence on charging policy
<b>Freight distribution</b>	Through our Freight Quality partnership SEStran has looked at freight signing, lorry parking and freight route mapping to improve the efficiency of freight movement in all authority areas and these initiatives have been delivered with match funding from the EU. SEStran has been successful in 4 bids for ERDF funding that is related to freight distribution and several initiatives are in the pipeline that will bring benefits throughout the region.	Framework contract, EU match funding, Freight quality Partnership, direct staff involvement.	Delivery of freight projects in the RTS with active involvement of the freight industry Investment during 2010/11 was covered in other project costs.
<b>Parking Standards</b>	SEStran has produced advice applicable to all authorities on parking standards in new developments, to provide consistency in application.	Framework contract	Consistent parking standards throughout the region. Input to SDP and LDPs.
<b>Park and ride strategy</b>	SEStran developed a park and ride strategy looking at the sustainable development of park and ride facilities throughout the area and is currently developing a web site for users of these facilities	Framework contract	Policy input to SDP and Transport Scotland. Development of promotional web site Investment during 2010/11 was £10,340
<b>Cycling Development</b>	SEStran has produced a Cycling –Best Practice Handbook and an analysis of commuter cycling routes to define requirements for future investment (SEStran also provided a grant for implementation).	Framework contract grant with match funding from partner authorities	Current programme of urban cycle network improvements in partnership with LAs. provides £50k a year grants to local authorities. Investment during 2010/11 was £50,000
<b>Bus Services</b>	SEStran provided survey information on the quality, fare levels and services provided in all local authority areas to provide a basis for looking at service improvements.	External Contract	Provided basis for SEStran input to OFT and Competition Commission inquiry into bus competition.
<b>Equalities and Access to Healthcare</b>	SEStran provides a forum for discussing and promoting issues of mutual concern	Direct staff input	Developing scheme for better access to public transport. Test of travel planning for outpatients in partnership with Lothian Health Board

			Investment during 2010/11 was £1949
<b>Tripshare</b>	SEStran promotes this car sharing initiative for the partnership	Promotional material, events.	Fastest growing car sharing club in UK. Major employers are now members Investment during 2010/11 was £20,146
<b>Sustainable Urban Design</b>	SEStran has developed a set of design standards	Framework contract	Used as input to SDP and LDPs
<b>Regional transport model</b>	Developed jointly with Transport Scotland the model has been used extensively by both SEStran for input to the SESPLAN SDP and by local authorities in analysing major developments	Framework contract in partnership with Transport Scotland	Input to SDP. Use by Midlothian and Falkirk for transport planning. £40k additional funding from Transport Scotland Investment during 2010/11 was covered under other cost headings
<b>Framework contracts</b>	Procured for the provision of consultancy services and open for use by the partnership authorities. SEStran has framework contracts for the provision of the following consultancy services; <ul style="list-style-type: none"> <li>• Strategic Transport Planning (MVA)</li> <li>• Transport Services (Scott Wilson)</li> <li>• Travel Planning (Buchanans)</li> </ul>	External framework contracts shared use by partner authorities	Many projects have been delivered through these commissions by SEStran and also by partnership authorities delivering local schemes Investment during 2010/11 was £40,883

**2 RTS projects delivered by partner local authorities.**

These will be reported in the individual returns from the authorities concerned.