

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

### **1. INTRODUCTION**

- 1.1 The Scottish Regional Transport Partnerships are included in the schedule of the Public Services Reform (Scotland) Act 2010. This requires annual publication of certain information and this report advises the Board of the information to be published.

### **2. DATA TO BE PUBLISHED**

#### **2.1 Expenditure**

- 2.1.1 Section 31 (1) and (2) require public bodies to publish as soon as is reasonably practical 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 or employees who received remuneration in excess of £150,000.

#### **2.2 SUSTAINABLE ECONOMIC GROWTH**

- 2.2.1 Section 32(1)(a) provides that as soon as is reasonably practical 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. As this requires the publication of a statement it is not sufficient simply to refer to other published material such as the annual report.

#### **2.3 EFFICIENCY, EFFECTIVENESS & ECONOMY**

- 2.3.1 Section 32(1)(b) provides that as soon as is reasonably practical 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.

- 2.4 The data as described in sections 2.1 to 2.3 of this report is included in appendix 1 of this report and will be published on the SEStran website in accordance with the requirements of the Act.

### 3. RECOMMENDATION

- 3.1 The Committee are asked to note the content of the material for publication under the Public Services Reform (Scotland) Act 2010 and detailed in appendix 1 of this report.

Elizabeth Forbes

**Business Support Officer**

August 2018

**Appendix 1** – Statement of Compliance with the Public Services Reform (Scotland) Act 2010

**Appendix 2** – PSRA Invoice Details

Policy Implications	None
Financial Implications	As detailed in appendix 1.
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None
Climate Change Implications	None

## **Appendix 1 - Statements of Compliance with the Public Services Reform (Scotland) Act 2010**

### **1. BACKGROUND**

- 1.1 Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 (“the Act”) impose duties on Scottish public bodies to publish information on expenditure and certain other matters as soon as is reasonably practicable after the end of each financial year. This statement is produced by the South East of Scotland Transport Partnership (SEStran) to ensure compliance with the requirements of the Act.
- 1.2 SEStran works hard to be a transparent, responsive, best value organisation that delivers on its vision for the South East of Scotland’s transport network, as outlined in its statutory Regional Transport Strategy.
- 1.3 SEStran’s vision is for a regional transport system that:  
***“Provides all citizens of South East Scotland with a genuine choice of transport which fulfils their needs and provides travel opportunities for work and leisure on a sustainable basis.”***
- 1.4 SEStran’s annual report and accounts for 2017/18 set out the impact of the work and the outcomes achieved, together with associated costs. This is laid before the Partnership Board of SEStran in September 2018. The purpose of this statement is to disclose those costs which are relevant to Section 31(1) and (2) of the Act.

### **2. PUBLIC RELATIONS**

- 2.1 SEStran spent £34,018.79 on public relations in 2017/18. This is 2.1% of the total expenditure for the year. The costs included television advertising campaigns with STV, printing and publication of documents, including the annual reports and the Business Plan for 2018/19.
- 2.2 In 2017/18 SEStran invested in further promotion of SEStran Tripshare and the Thistle Assistance Card and App through a television advertising campaign, broadcast on STV. This was to encourage more people to consider car sharing and to promote the use of the Thistle Assistance Card for older and disabled passengers.

### **3. OVERSEAS TRAVEL**

- 3.1 SEStran incurred expenditure of £4,045.70 on overseas travel in 2017/18. This is the equivalent of 0.25% of total expenditure for the year. This travel is in relation to European projects that SEStran is involved in and is therefore subsidised by the EU at percentages varying from 50% to 100%.

### **4. HOSPITALITY & ENTERTAINMENT**

4.1 SEStran incurred an expenditure of £75 on hospitality in 2017/18. This was in relation to a Regio Mob event which was subsidised by the EU at 85%. No expenditure was incurred on benefits, sporting or cultural events.

## 5. EXTERNAL CONSULTANCY

5.1 SEStran incurred expenditure of £124,602.37 on external consultancy. This is the equivalent of 7.8% of the total expenditure for the year. SEStran continued to commission Henderson Loggie as first level controllers for auditing requirements, along with WYG for RTPI assistance. SEStran also sought consultative assistance from 121 HR solutions, Connect Communication Solutions, and Systra. Trapeze was employed to upgrade the “Routewise” system to “Novus FX”, on behalf of all of SEStran’s partner councils.

## 6. PAYMENTS IN EXCESS OF £25,000

6.1 Section 31(3) of the Act places a duty on public bodies to publish the amount, date, payee and subject matter of any payment made during the financial year which has a value in excess of £25,000.

6.2 SEStran made the following payments over £25,000

Payee	Subject Matter	Invoice Date	Gross Amount
Carplus Bikeplus	Go e-Bike	31/03/18	£37,966.25
Carplus Bikeplus	Go e-Bike	23/01/18	£27,000.00
Carplus Bikeplus	Go e-Bike	23/01/18	56,097.67
East Lothian Council	Grant offers	27/03/18	50,000.00
Edinburgh & Lothians Greenspace Trust	Grant offers	27/03/18	40,000.00
Ineo Systrans	RTPI Maintenance	09/02/18	203,077.12
Liftshare.com		21/12/17	£26,398.80
Ticketer	RTPI	24/01/18	£26,035.20
Ticketer	RTPI	24/01/18	29,610.00
Ticketer	RTPI	24/01/18	38,059.20
Ticketer	RTPI	24/01/18	146,220.00
Trapeze	Routewise Support	20/03/18	54,072.68

6.2 Several payments over £25,000 were made to Bikeplus in relation to the SEStran project Go e-Bike. These payments covered a range of services, including the purchasing of bikes, infrastructure and equipment for the four bike hubs and Bikeplus project management.

- 6.3 Payment of £50,000 was made to East Lothian Council (Musselburgh Area Partnership) for the project “Future proofing Musselburgh’s Infrastructure for Sustainable Travel.” This payment was made through the Regional Cycle Network Grant, awarded by Sustrans.
- 6.4 Payment of £40,000 was made to Edinburgh Lothians Greenspace Trust for the project “Water of Leith Surface Improvements.” This payment was made through the Regional Cycle Network Grant, awarded by Sustrans.
- 6.5 The Ineo Systrans payment of £26,398.80 was in relation to the maintenance contract for the Real Time Passenger Information project that SEStran operates. The several payments over £25,000 to Ticketer were in relation to the purchasing of ticket machines capable of producing RTPI for a number of small operators. The total spend was £177,000, with an ERDF grant of 40%, resulting in a SEStran total spend of £85,076.
- 6.6 Payment of £26,398.80 was made to Lifeshare.com for the regional licence fee and hosting of TripshareSEStran.com. The fee includes back office monitoring and client support for each Local Authority in the SEStran region. This joint licence allows the system to be monitored and promoted regionally, which has provided savings to each SEStran Partner Authority.
- 6.7 The payment to Trapeze for £54,072.68 was in regard to their provision of a system for partner authorities to input bus service data into Traveline, which is operated on a regional basis, by SEStran, thus saving money for the individual authorities.
- 6.8 Throughout 2017/18 SEStran paid certain consultants in excess of £25,000 over several payments. These are listed below:

<b>Supplier</b>	<b>Subject Matter</b>	<b>Total Amount</b>	<b>Comments</b>
City of Edinburgh Council	Service level agreements	£26,110.00	Treasury Management
Mobius Networks	RTPI	£62,842.00	Sim Cards
STV Limited	TV Advertisement	£30,28.40	ThistleCard/ Liftshare
Onestop IT	IT Support	£44,812.40	Contract
WYG Group	RTPI	£24,642.00	Helpdesk

**7. MEMBERS OR EMPLOYEES WHO RECEIVE REMUNERATION IN EXCESS OF £150,000**

- 7.1 Section 31(4) of the Act places a duty on public bodies to publish the number of individuals who received remuneration in excess of £150,000.
- 7.2 No employee, office holder or other individual involved with SEStran received remuneration in excess of £150,000 during 2017/18.

## 8. SUSTAINABLE ECONOMIC GROWTH

- 8.1 Section 32(1)(a) of the Act places a duty on public bodies to 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.
- 8.2 SEStran is a statutory body, under the Transport (Scotland) Act 2005 and is tasked with producing a Regional Transport Strategy for South East Scotland.
- 8.3 The following statement sets out the steps that SEStran has taken in 2017/18 to promote and increase sustainable economic growth in the exercise of its functions. Further information on this and our work is contained in our Audited Annual Accounts and Annual Report for 2017/18.
- 8.4 In delivering against its published priorities in the revised Regional Transport Strategy, SEStran contributed to the Scottish Government's overall objectives and National Outcomes. During 2017/18 this work contributed to:
- Reducing the number of commuter journeys by single occupancy vehicles within the South East of Scotland
    - *In the financial year 2017/18, SEStran Tripshare contributed to 730.2 tonnes of CO2 reduction and 1.91 tonnes of NOx reduction.*
  - Minimising the overall need for travel; overall by car.
    - *SEStran's Regional Cycle Training and Development Officer, Peter continued to support Bikeability Local Authority Coordinators over this year. The results from the last academic year had shown an increase in schools delivering cycling training and more pupils than ever taking part. A Bikeability volunteer conference was held for the East of Scotland and Coordinators to share best practice and participate in professional development and training to support delivery.*
    - *A series of Making Cycling Mainstream courses in Planning and Design were held for consultants and local authority officers to learn about design for cycle infrastructure. Over the course of the year training was delivered to ten cycle trainers to deliver Essential Cycling Skills to new and returning cyclists.*
    - *Continued work in support of the Cycle Friendly programme, saw assessments and awards for two primary schools, four secondary schools, and two employers.*
  - Maximising public transport provision and achieving public transport integration and intermodality.
    - *In 17/18 SEStran carried out further publicity for the Thistle card through television advertising with a view to encouraging a wider use of the card for those who would otherwise find it difficult to travel by public transport.*
    - *SEStran's "Socialcar" project, 100% funded by the EU, progressed during 17/18, in developing a trial App to facilitate car sharing and integrating with public transport. The project ran a series of tests, including a live trial with Queen Margaret University Students.*

- *Through Transport Scotland's Smart Ticketing Challenge Fund, SEStran equipped eleven smaller bus operators with RTPI and smart ticketing enabled ticket machines.*
- Improving safety for all road and transport users
  - *SEStran's Equality Outcomes 2017 – 2021 were published. For example, there can be a fear of crime particularly when travelling alone on certain modes/routes of transport, particularly in terms of antisocial behaviour or sexual harassment of women on public transport and/or hate crime towards other groups. This can affect the frequency of travel for these groups and curtail their mobility so the RTPI system can play a part in increasing confidence, alongside our promotion of the Thistle Assistance Card.*
- Enhancing community life and social inclusion
  - *SEStran joined Transport Scotland's Hate Crime working group to implement a regional hate crime charter for public transport in the SEStran region.*
- Enhancing movement of freight, particularly by rail and other off-road modes
  - *In 17/18 SEStran successfully bid for an EU Interreg project; SURFLOGH. This project relates to improving the sustainability of last and first mile freight distribution and developing business models for urban freight hubs.*
- Enhancing real time passenger information available for bus services in both urban and rural areas
  - *SEStran has continued to invest in expansion of the RTPI system, assisted by awards of ERDF grants (40%) by spending £85,076 on providing new GPS enabled ticket machines capable of connecting to the realtime system, for 11 bus operators in the region.*
  - *Another qualitative point about RTPI is the safety aspect for women or elderly or other travellers, in that they know their bus is on the way and feel safer in the knowledge of how long they will wait and maybe making contact with people who are going to pick them up. There is an assurance factor as well re linking journeys and making connections*
  - *Since 2016 SEStran has developed a program for the provision of public facing screens delivering live bus and rail time information. The program has involved 300 screens being deployed in a variety of locations, including hospitals, libraries, government buildings, business and hotels across the SEStran region. The aim of the programme is to eventually have all operators (large & small) in the region, integrated into the system.*

## **9. EFFICIENCY, EFFECTIVENESS AND ECONOMY**

- 9.1 Section 32(1)(a) of the Act requires public bodies to publish a statement of the steps taken to improve efficiency, effectiveness and economy in the exercise of their functions.
- 9.2 The following statement sets out the steps that South-East of Scotland Regional Transport Partnership (SEStran) has taken in 2017-18 to improve its efficiency, effectiveness and economy in the exercise of its functions.

- 9.3 Supporting the principles of public sector reform, SEStran is aware of the overall need to ensure the delivery of public services as efficiently and effectively as possible.
- 9.4 In relation to the Scottish Government's National Outcome 16: *Our public services are high quality, continually improving, efficient and responsive to local people's needs*, we are committed to delivering services that are high quality, continually improving, efficient and responsive.
- 9.5 SEStran receive in total £190,000 from its constituent councils.
- 9.6 In 2017/18 a grant of £782,000 was received from the Scottish Government. SEStran spent 100% of this budget.
- 9.7 In 2017/18 SEStran were involved with several European projects as follows:
- Social Car
  - Share-North
  - CHUMS
  - Regio-Mob
- 9.8 SEStran received £192,380.99 from the EU in relation to these projects.
- 9.9 In procurement, SEStran have continued to make use of the Public Contracts Scotland (PCS) portal, taking advantage of efficiencies associated with e-procurement. It is their intention in the future to use available frameworks and PCS for procurement.
- 9.10 In the current economic climate, and with reduced resources, SEStran will continue to work with all involved in regional transport to ensure effective delivery of strategy, policy and projects that deliver the vision for the transport network of the South East of Scotland.





## Appendix 2 - PSRA Invoice Details

SESTRAN  
Invoices Paid  
Year ended 31/03/2018

### 1) Public Relations

Internal Ref.	Supplier	Invoice No.	Invoice Date	Net (£)	EU Contribution	SEStran Contribution
Purchase Card - P2 Nikki	Amazon.co.uk	203-844024-5481166	16/05/2017	£50	100% funded by Social Car	0.00
Purchase Card - P10 Nikki	Amazon.co.uk	206-4868992-8049148	12/01/2018	£600	100% funded by Social Car	0.00
1	Edinburgh Festival of Cycling	INV-SES0006	28/03/2017	£250		
113	Spokes	2017721	24/10/2017	£900		
108	Stand Ltd	S0004453	30/09/2017	£560		
139	Stand Ltd	S0004537	30/11/2017	£1,000		
132	Stand Ltd	S0004492	31/10/2017	£1,700		
87	Stand Ltd	S0004405	31/08/2017	£2,000		
112	STV Central Limited	10027495	13/10/2017	£1,000		
168	STV Central Limited	10027719	12/01/2018	£3,462		
171	STV Central Limited	10027722	12/01/2018	£3,462		
172	STV Central Limited	10027723	12/01/2018	£3,462		
169	STV Central Limited	10027720	12/01/2018	£3,462		
170	STV Central Limited	10027721	12/01/2018	£3,462		
179	STV Central Limited	SY 981	22/01/2018	£3,462		
194	STV Central Limited	SY1002	15/02/2018	£3,462		
58	Tactran	110	07/07/2017	£333		
52	Vantage Creative Solutions	V001765	14/06/2017	£1,948		
Purchase card - P5 Jim	Vistaprint	9273587616	31/08/2017	£91		
				34,668.79	Total Expenditure	34,018.79

### 2) Overseas Travel

Internal Ref.	Description	Project	Net (£)	EU Contribution	SEStran Contribution
P1 Purchase Card - Nikki	Flight, Edinburgh - Budapest	Social Car	88.20	100% funded by Social Car	0.00
P1 Purchase Card - Nikki	Flight, Budapest - Edinburgh (via London)	Social Car	301.12	100% funded by Social Car	0.00
P1 Purchase Card - Nikki	Accommodation, Delft (Holland)	Sharenorth	763.54	50% funded by ShareNorth	381.77
P2 Purchase Card - Nikki	Flight, Edinburgh - Ljubljana (via Brussels)	Regio Mob	481.28	85% funded by Regio Mob	72.19
P2 Purchase Card - Nikki	Flight, Ljubljana - Edinburgh (via Amsterdam)	Regio Mob	610.00	85% funded by Regio Mob	91.5
P2 Purchase Card - Nikki	Flight, Edinburgh - Ljubljana (via Brussels)	Regio Mob	419.14	85% funded by Regio Mob	62.87
P2 Purchase Card - Nikki	Flight, Ljubljana - Edinburgh (via Amsterdam)	Regio Mob	539.00	85% funded by Regio Mob	80.85
P2 Purchase Card - Nikki	Accommodation, Ljubljana	Regio Mob	304.85	85% funded by Regio Mob	45.72
P2 Purchase Card - Emily	Flight, Edinburgh - Ljubljana (via Brussels)	Regio Mob	305.64	85% funded by Regio Mob	45.85
P2 Purchase Card - Emily	Flight, Ljubljana - Edinburgh (via Amsterdam)	Regio Mob	305.00	85% funded by Regio Mob	45.75
P1 Purchase Card - Nikki	Accommodation, Ljubljana	Regio Mob	784.8	85% funded by Regio Mob	117.72
P3 Purchase Card - Jim	Ljubljana - tourist tax	Regio Mob	8.95	85% funded by Regio Mob	1.33
P3 Purchase Card - Jim	Taxi, Krakow - Niepolomice	Regio Mob	31.50	85% funded by Regio Mob	4.72
P3 Purchase Card - Jim	Taxi, Krakow - Krakow Airport	Regio Mob	19.38	85% funded by Regio Mob	2.91
P3 Purchase Card - Nikki	Flight, Edinburgh - Krakow	Regio Mob	126.47	85% funded by Regio Mob	18.97
P3 Purchase Card - Nikki	Flight, Edinburgh - Belfast Int.	Regio Mob	50.65	85% funded by Regio Mob	7.55
P3 Purchase Card - Nikki	Flight, Belfast Int - Krakow	Regio Mob	108.85	85% funded by Regio Mob	16.33
P3 Purchase Card - Nikki	Flight, Krakow - Edinburgh	Regio Mob	216.80	85% funded by Regio Mob	32.52
P3 Purchase Card - Nikki	Flight, Edinburgh - Krakow return	Regio Mob	163.58	85% funded by Regio Mob	24.54
P3 Purchase Card - Nikki	Accommodation, Niepolomice	Regio Mob	388.29	85% funded by Regio Mob	58.24
P3 Purchase Card - Nikki	Accommodation, Krakow	Regio Mob	168.34	85% funded by Regio Mob	25.25
P4 Purchase Card - Nikki	Flight, Edinburgh - Bergen (via Oslo)	Sharenorth	145.54	50% funded by ShareNorth	72.77
P4 Purchase Card - Nikki	Flight, Bergen - Edinburgh (via Oslo)	Sharenorth	403.80	50% funded by ShareNorth	201.9
P4 Purchase Card - Nikki	Flight, Edinburgh - Bergen (via Oslo)	Sharenorth	195.64	50% funded by ShareNorth	97.82
Inv. 20013 / Ref. 156	Accommodation, Bergen	Sharenorth	900.39	50% funded by Surflogh	450.20
P4 Purchase Card - Nikki	Flight, Edinburgh - Amsterdam return (21-22 Sep)	Surflogh	283.77	50% funded by Surflogh	141.89
P5 Purchase Card - Nikki	Accommodation, Amsterdam	Surflogh	175.02	50% funded by Surflogh	87.95
P4 Purchase Card - Nikki	Flight, Edinburgh - Amsterdam return (18-19 Sep)	Surflogh	271.12	50% funded by Surflogh	135.56
P5 Purchase Card - Jim	Taxi, Amsterdam	Surflogh	37.32	50% funded by Surflogh	18.66
P6 Purchase Card - Nikki	Accommodation, Amsterdam	Surflogh	559.71	50% funded by Surflogh	299.86
P5 Purchase Card - Nikki	Flight, Edinburgh - Venice	Regio Mob	73.80	85% funded by Regio Mob	11.07
P5 Purchase Card - Nikki	Flight, Venice to Edinburgh	Regio Mob	176.18	85% funded by Regio Mob	26.43
P6 Purchase Card - Nikki	Accommodation, Venice	Regio Mob	192.84	85% funded by Regio Mob	28.93
P6 Purchase Card - Nikki	Flight, Edinburgh - Brussels	Regio Mob	515.48	85% funded by Regio Mob	77.32
P7 Purchase Card - Jim	Taxi, Brussels	Regio Mob	32.52	85% funded by Regio Mob	4.88
P7 Purchase Card - Nikki	Accommodation, Brussels	Regio Mob	909.47	85% funded by Regio Mob	136.42
P8 Purchase Card - Nikki	Flight, Edinburgh - Malaga	Regio Mob	285.56	85% funded by Regio Mob	42.83
P8 Purchase Card - Nikki	Flight, Malaga - Glasgow	Regio Mob	727.40	85% funded by Regio Mob	109.11
P8 Purchase Card - Nikki	Accommodation, Malaga	Regio Mob	676.59	50% funded by ShareNorth	101.48
P11 Purchase Card - Nikki	Flight, Edinburgh - Amsterdam return	Surflogh	268.00	50% funded by Surflogh	134
P11 Purchase Card - Nikki	Flight, London - Edinburgh - Amsterdam	Surflogh	284.00	50% funded by Surflogh	142
P11 Purchase Card - Nikki	Accommodation, Amsterdam	Surflogh	522.24	50% funded by Surflogh	261.12
P12 Purchase Card - Nikki	Flight, Edinburgh - Vienna return	Social Car	152.60	100% funded by Social Car	0.00

P12 Purchase Card - Nikki	Accommodation, Vienna	Social Car	289.03	100% funded by Social Car	0.00
P12 Purchase Card - Nikki	Flight, Edinburgh - Sofia return	Regio Mob	289.96	85% funded by Regio Mob	43.49
P12 Purchase Card - Nikki	Flight, Edinburgh - Gothenburg return	Surflogh	566.83	50% funded by Surflogh	283.42
			15,121.09		4,045.70
				<b>Total Expenditure</b>	

3) Hospitality & Entertainment

Internal Ref.	Description	Project	Ref No.	Payment Date	Net (£)	EU Contribution	SEStran Contribution
Purchase Card - P9 Nikki	Jury's Inn	Regio - Mob	23/08/2482	30/11/2017	500.00	85% funded by Regio Mob	75
						<b>Total Expenditure</b>	0.00

4) External Consultancy

Internal Ref.	Supplier	Invoice No.	Invoice Date	Project	Net (£)	EU Contribution	SEStran Contribution
225	121 HR Solutions Ltd	12653	29/03/2018	Legal	329.10		
121	Connect Communication Solutions Ltd	2817	01/09/2017	Core	1,250.00		
135	Henderson Loggie	98,865	31/03/2017	Share - North	690.00	50% funded by ShareNorth	345
70	Henderson Loggie	95,836	31/03/2017	Share - North	1,380.00	50% funded by ShareNorth	690
64	Henderson Loggie	95,837	31/03/2017	Regio - Mob	1,380.00	85% funded by Regio Mob	207
134	Henderson Loggie	98,866	31/10/2017	Regio - Mob	1,380.00	85% funded by Regio Mob	207
160	Henderson Loggie	99,480	30/11/2017	Regio - Mob	1,380.00	85% funded by Regio Mob	207
200	Liftshare.com Ltd	2262	26/02/2018	R17 Sustainable Travel Awareness	387.83		
129	Liftshare.com Ltd	2141	28/11/2017	R17 Sustainable Travel Awareness	21,999.00		
2	MTC Media Ltd	1042787	01/04/2017	Core	100.00		
222	Quorum Cyber	INV-000064	29/03/2018	Core	1,000.00		
55	re-tek	17679	25/05/2017	Core	100.00		
75	Systra	17001330	01/08/2017	Core	150.00		
143	Systra Ltd	17002583	08/12/2017	EU Social Car	10,005.00	100% funded by Social Car	0.00
217	Trapeze	INV0084995	23/03/2018	Core	995.00		
216	Trapeze	INV0084994	23/03/2018	Core	2,600.00		
56	Trapeze	INV0083976	26/06/2017	Core	5,022.50		
40	Trapeze	INV0083826	24/05/2017	Core	5,917.50		
204	Trapeze	INV0084624	28/02/2018	Core	45,060.57		
207	WYG	848560	16/02/2018	RTPI - Revenue Contribution	3,021.00		
20	WYG	838637	08/05/2017	RTPI - Revenue Contribution	3,745.50		
136	WYG	845819	22/11/2017	RTPI - Revenue Contribution	6,270.24		
227	WYG	850310	26/03/2018	RTPI - Revenue Contribution	6,420.27		
21	WYG	838638	08/05/2017	RTPI - Revenue Contribution	7,220.25		
186	WYG	848143	26/01/2018	RTPI - Revenue Contribution	11,357.61		
					139,161.37	<b>Total Expenditure</b>	124,602.37

5) Payments in Excess of £25,000

Internal Ref.	Supplier	Invoice No.	Payment Date	Project	Net (£)	VAT (£)	Gross (£)	EU Contribution	SEStran Contribution
240	Carpus Bikaplus	1807	31/03/2018	R17 Sustainable Travel Awareness	31,638.54	6,327.71	37,966.25		
145	Carpus Trust	1773	23/01/2018	R17 Sustainable Travel Awareness	27,000.00	0.00	27,000.00		
147	Carpus Trust	1771	23/01/2018	Share - North	46,748.06	9,349.61	56,097.67	50% funded by ShareNorth	28,048.83
233	East Lothian Council	2834326328339494	27/03/2018	Urban Cycle Networks	50,000.00	0.00	50,000.00		
232	Edinburgh & Lothians Greenspace Trust	1065	27/03/2018	Urban Cycle Networks	40,000.00	0.00	40,000.00		
215	Ineo Systrans	8650014658	07/05/2018	RTPI - Revenue Contribution	56,410.31	11,282.06	67,692.37		
144	Ineo Systrans	8650014052	09/02/2018	RTPI - Revenue Contribution	169,230.93	33,846.19	203,077.12		
129	Liftshare.com Ltd	2141	21/12/2017	R17 Sustainable Travel Awareness	21,999.00	4,399.80	26,398.80		
219	Midlothian Council	GRANT	01/05/2018	R17 Sustainable Travel Awareness	25,000.00		25,000.00		
151	Ticketeer	2764	24/01/2018	RTPI - Revenue Contribution	21,696.00	4,339.20	26,035.20		
148	Ticketeer	2771	24/01/2018	RTPI - Revenue Contribution	24,675.00	4,935.00	29,610.00		
149	Ticketeer	2776	24/01/2018	RTPI - Revenue Contribution	31,716.00	6,343.20	38,059.20		
150	Ticketeer	2793	24/01/2018	RTPI - Revenue Contribution	121,850.00	24,370.00	146,220.00		
204	Trapeze	INV0084624	20/03/2018	Core	45,060.57	9,012.11	54,072.68		
					713,024.41	114,204.88	827,229.29	<b>Total Expenditure</b>	779,181.05