

Public Services Reform (Scotland) Act 2010

1. Background

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

2 Introduction

2.1 Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 ("the Act") impose 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 October 2010 by virtue of The Public Services Reform (Scotland) Act 2010 (Commencement No.2) Order 2010 (S8I 2010 No 321).

2.2 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.

3 Data to be Published

3.1 Section 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 or employees who received remuneration in excess of £150,000

3.2 Sustainable economic growth

3.2.1 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.

3.3 Efficiency, Effectiveness and Economy

3.3.1 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.

3.3.2 The Scottish Government has published guidance on the definition of efficiencies and this has been followed.

3.4 The data as described in sections 3.1 to 3.3 of this report is included in Appendices 1, 2 and 3 of this report and will be published on the SEStran web site in accordance with the requirements of the Act.

4 Recommendation

4.1 The board is asked to note the content of the material for publication under the Public Services Reform (Scotland) Act 2010 and detailed in Appendices 1, 2 and 3 of this report and to note that it will be published on the SEStran web site.

Alex Macaulay
Partnership Director
20th June 2012

Appendix 1 – Public Services Reform (Scotland) Act 2010 Schedule of Expenditure

Appendix 2 - Public Services Reform (Scotland) Act 2010 Statement on Sustainable Economic Growth

Appendix 3 - Public Services Reform (Scotland) Act 2010 Statement of Efficiency, Effectiveness and Economy



Policy Implications	None
Financial Implications	None
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None

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1) **Public Relations**

Supplier	External costs - invoiced (net)	Internal Staff Costs	Supplier Total	Comments
In-House Communications		£45,349	£45,349	
1st Class Media	£3,912		£3,912	
Arrow Corporate Promotions	£3,660		£3,660	50% funded by ERDF (Dryport)
Bauer Radio	£1,710			100% recovered from One Ticket
Bauer Radio	£899			
Bauer Radio	£250			
Bauer Radio	£1,050			
Bauer Radio	£2,441			
Bauer Radio	£250			
Bauer Radio	£3,344			
Bauer Radio	£400			
Bauer Radio	£2,676			
Bauer Radio	£851			100% recovered from One Ticket
Bauer Radio	£469			100% recovered from One Ticket
Bauer Radio	£1,788		£16,128	100% recovered from One Ticket
BT	£338			
BT	£499			
BT	£349			
BT	£338		£1,524	
BTVC Scotland	£500		£500	
Colin Hattersley	£708		£708	50% funded by ERDF (Dryport)
Distinctive Publishing	£300		£300	
Dunedin Arts	£45		£45	
EAE	£2,496		£2,496	
Edmonds UK	£2,487			
Edmonds UK	£210		£2,697	
Falkirk Council	£3,000		£3,000	
Hawick Walking Festival Group	£2,340		£2,340	
Links Design	£1,860			
Links Design	£284			50% funded by ERDF (Dryport)
Links Design	£50			
Links Design	£75			
Links Design	£330			
Links Design	£40			
Links Design	£50		£2,689	
Pedal for Scotland	£305		£305	
Prentice Events	£4,200		£4,200	
Scottish Borders Walking Festival	£4,000		£4,000	
Spokes	£45		£45	
Superlogo	£3,450			
Superlogo	£3,450		£6,900	
Yell	£165			
Yell	£62			
Yell	£739		£966	
Total	£56,414	£45,349	£101,763	

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2) Overseas Travel

Reason	Origin / Destination	Travel Costs	Subsistence	Accommodation	Total (net)	Comments
Foodport project meeting	Edinburgh/ Brussels	£430			£430	50% funded by ERDF
Foodport project meeting	Brussels			£1,085	£1,085	50% funded by ERDF
Foodport project meeting	Brussels			£198	£198	50% funded by ERDF
I Transfer project meeting	Hamburg			£367	£367	50% funded by ERDF
Dryport project meeting	Edinburgh/ Amsterdam/ Bremen/ Paris	£458			£458	50% funded by ERDF
Dryport project meeting	Manchester/ Brussels	£67			£67	50% funded by ERDF
Dryport project meeting	Dover/ Calais	£362			£362	50% funded by ERDF
Lo Pinod project meeting	Amsterdam/ Edinburgh	£418			£418	50% funded by ERDF
Dryport project meeting	Edinburgh/ Brussels	£2,249			£2,249	50% funded by ERDF
Foodport project meeting	Brussels		£58		£58	50% funded by ERDF
Foodport project meeting	Rail travel, Brussels	£60			£60	50% funded by ERDF
Foodport project meeting	St Michiels			£175	£175	50% funded by ERDF
Foodport project meeting	Zaventem		£44		£44	50% funded by ERDF
Foodport project meeting	Brussels			£832	£832	50% funded by ERDF
I Transfer project meeting	Bremen		£57		£57	50% funded by ERDF
I Transfer project meeting	Bremen		£42		£42	50% funded by ERDF
I Transfer project meeting	Bremerhaven			£206	£206	50% funded by ERDF
I Transfer project meeting	Bremerhaven			£256	£256	50% funded by ERDF
Dryport project meeting	Edinburgh/ Brussels	£1,226			£1,226	50% funded by ERDF
Foodport project meeting	Amsterdam/ Edinburgh	£120			£120	50% funded by ERDF
I Transfer project meeting	Edinburgh/ Amsterdam	£864			£864	50% funded by ERDF
I Transfer project meeting	Amsterdam/ Edinburgh	£170			£170	50% funded by ERDF
I Transfer project meeting	Amsterdam			£265	£265	50% funded by ERDF
I Transfer project meeting	Amsterdam		£103		£103	50% funded by ERDF
I Transfer project meeting	Schipol Airport		£31		£31	50% funded by ERDF
I Transfer project meeting	Rotterdam			£277	£277	50% funded by ERDF
Dryport project meeting	Edinburgh/ Brussels	£1,407			£1,407	50% funded by ERDF
Dryport project meeting	Edinburgh/ Brussels	£340			£340	50% funded by ERDF
Dryport project meeting	Newcastle/ Brussels	£554			£554	50% funded by ERDF
Dryport project meeting	Aberdeen/ Heathrow/ Brussels	£564			£564	50% funded by ERDF
Dryport project meeting	Edinburgh/ Cologne	£211			£211	50% funded by ERDF
Dryport project meeting	Dusseldorf/ Heathrow/ Edinburgh	£467			£467	50% funded by ERDF
Dryport project meeting	Brussels	£28			£28	50% funded by ERDF
Dryport project meeting	Brussels subsistence		£111		£111	50% funded by ERDF
Dryport project meeting	Brussels			£2,154	£2,154	50% funded by ERDF
Dryport project meeting	Oberhausen		£42		£42	50% funded by ERDF
Dryport project meeting	Oberhausen			£334	£334	50% funded by ERDF
Dryport project meeting	Dusseldorf		£40		£40	50% funded by ERDF
Lo Pinod project meeting	Edinburgh/ Brussels	£280			£280	50% funded by ERDF
RTPI factory acceptance tests	Dover/ Calais	£92			£92	40% funded by ERDF
RTPI factory acceptance tests	Edinburgh/ Paris	£226			£226	40% funded by ERDF
Lo Pinod project meeting	Brussels	£70			£70	50% funded by ERDF
Lo Pinod project meeting	Edinburgh/ Brussels	£335			£335	50% funded by ERDF
RTPI factory acceptance tests	Paris			£632	£632	40% funded by ERDF
Lo Pinod project meeting	Oostende			£243	£243	50% funded by ERDF
Lo Pinod project meeting	Oostende	£35			£35	50% funded by ERDF
Lo Pinod project meeting	Brussels		£43		£43	50% funded by ERDF
RTPI factory acceptance tests	Edinburgh/ Paris	£129			£129	40% funded by ERDF
RTPI factory acceptance tests	Paris/ Edinburgh	£1,393			£1,393	40% funded by ERDF
Weastflows project meeting	Dover/ Calais	£97			£97	50% funded by ERDF
Weastflows project meeting	Dover/ Calais	£142			£142	50% funded by ERDF
Foodport project meeting	Edinburgh/ Brussels	£819			£819	50% funded by ERDF
I Transfer project meeting	Edinburgh/ Amsterdam/ Hamburg	£445			£445	50% funded by ERDF
I Transfer project meeting	Hamburg/ Edinburgh	£278			£278	50% funded by ERDF

Total £14,334 £572 £7,024 £21,930

Note:- The above projects attracted a total of £1,124,747 in EU funding during 2011/12

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3) Hospitality & Entertainment

Reason	Reason	Payment Date	Net Amount	Comments
The Scottish Parliament	Regional transport partnership event for MSPs	31/01/2012	£560	£480 recovered from Other Bodies

Total **£560**

4) External Consultancy

Supplier	Project / Service	Net Amount	Supplier Total	Comments
AA - Planadvies	Lo Pinod	£851	£851	50% funded by ERDF
Colin Buchanan	RTPI	£1,760	£1,760	50% funded by ERDF
Dundas & Wilson	Lo Pinod	£3,460		50% funded by ERDF
Dundas & Wilson	Lo Pinod	£708		50% funded by ERDF
Dundas & Wilson	Lo Pinod	£494	£4,662	50% funded by ERDF
Lindean Partnership	Project Management	£4,598		
Lindean Partnership	Project Management	£3,299		
Lindean Partnership	Project Management	£3,616		
Lindean Partnership	Project Management	£5,898		
Lindean Partnership	Project Management	£5,313		
Lindean Partnership	Project Management	£3,900		
Lindean Partnership	Project Management	£4,441		
Lindean Partnership	Project Management	£6,782		
Lindean Partnership	Project Management	£4,547		
Lindean Partnership	Project Management	£5,944		
Lindean Partnership	Project Management	£4,347		
Lindean Partnership	Project Management	£5,725	£58,410	£9,472 funded by ERDF
MVA Consultancy	Foodport	£21,860		50% funded by ERDF
MVA Consultancy	Joint Funded Project	£6,610		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Joint Funded Project	£6,370		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Joint Funded Project	£5,000		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Joint Funded Project	£6,800		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Joint Funded Project	£3,830		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Joint Funded Project	£10,000		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Lo Pinod	£40,925		50% funded by ERDF
MVA Consultancy	Park & Ride Strategy	£3,500		
MVA Consultancy	Regional Development Plan	£4,750		
MVA Consultancy	Regional Development Plan	£4,610		
MVA Consultancy	Regional Development Plan	£1,852		
MVA Consultancy	Regional Development Plan	£7,925		
MVA Consultancy	RTS Monitoring	£5,000		
MVA Consultancy	Term Commission Management	£2,635		
MVA Consultancy	Term Commission Management	£1,169		
MVA Consultancy	Term Commission Management	£103	£132,940	
The Spyria Partnership	Dryport	£6,991		50% funded by ERDF
The Spyria Partnership	Foodport	£10,341	£17,333	50% funded by ERDF
URS	Dryport	£2,951		50% funded by ERDF
URS	Dryport	£6,713		50% funded by ERDF
URS	Dryport	£733		50% funded by ERDF
URS	Dryport	£569		50% funded by ERDF
URS	Dryport	£5,474		50% funded by ERDF
URS	Joint Funded Project	£40,000		Commissioned & 100% funded by partner local authorities
URS	Joint Funded Project	£20,000		Commissioned & 100% funded by partner local authorities
URS	Joint Funded Project	£20,000		Commissioned & 100% funded by partner local authorities
URS	Joint Funded Project	£18,618		Commissioned & 100% funded by partner local authorities
URS	Joint Funded Project	£15,134		Commissioned & 100% funded by partner local authorities
URS	Weastflows	£10,000		50% funded by ERDF
URS	Weastflows	£10,000		50% funded by ERDF
URS	Weastflows	£1,866	£152,057	50% funded by ERDF
Van den Ende Beheer B.V.	Lo Pinod	£865	£865	50% funded by ERDF
WYG Group	RTPI	£2,925		40% funded by ERDF
WYG Group	RTPI	£3,650		40% funded by ERDF
WYG Group	RTPI	£2,097		40% funded by ERDF
WYG Group	RTPI	£4,954		40% funded by ERDF
WYG Group	RTPI	£949		40% funded by ERDF
WYG Group	RTPI	£5,070		40% funded by ERDF
WYG Group	RTPI	£4,910		40% funded by ERDF
WYG Group	RTPI	£938		40% funded by ERDF
WYG Group	RTPI	£2,117		40% funded by ERDF
WYG Group	RTPI	£6,719		40% funded by ERDF
WYG Group	RTPI	£5,276		40% funded by ERDF
WYG Group	RTPI	£10,740	£50,345	40% funded by ERDF

Total **£419,221.97** **£419,221.97**

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5) Payments in Excess of £25,000

Payee	Commodity / Service Description	Payment Date	Gross Amount	Comments
Ineo Systrans	RTPI	16/09/2011	£41,291	40% funded by ERDF
Ineo Systrans	RTPI	16/09/2011	£98,220	40% funded by ERDF
Ineo Systrans	RTPI	20/12/2011	£41,291	40% funded by ERDF
Ineo Systrans	RTPI	20/12/2011	£98,220	40% funded by ERDF
Ineo Systrans	RTPI	04/01/2012	£208,000	40% funded by ERDF
Ineo Systrans	RTPI	01/02/2012	£260,000	40% funded by ERDF
Ineo Systrans	RTPI	01/02/2012	£206,456	40% funded by ERDF
Ineo Systrans	RTPI	01/02/2012	£491,100	40% funded by ERDF
Liftshare	Sustainable Travel	25/11/2011	£29,891	
MVA Consultancy	Lo Pinod	16/03/2012	£49,110	50% funded by ERDF
MVA Consultancy	Foodport	17/03/2012	£26,232	50% funded by ERDF
Strathmore Properties	Dilapidations	29/11/2011	£28,200	33% funded by SESplan
Trapeze	Routewise	05/07/2011	£45,842	£2,135 funded by Stirling Council
Trapeze	Routewise	22/03/2012	£48,134	£2,242 funded by Stirling Council
URS	Joint Funded Project	03/11/2011	£48,000	Commissioned & 100% funded by partner local authorities

Total

£1,719,988

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

Nil return.

Appendix 2

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

Sustainable Economic Growth – June 2012

1. Introduction

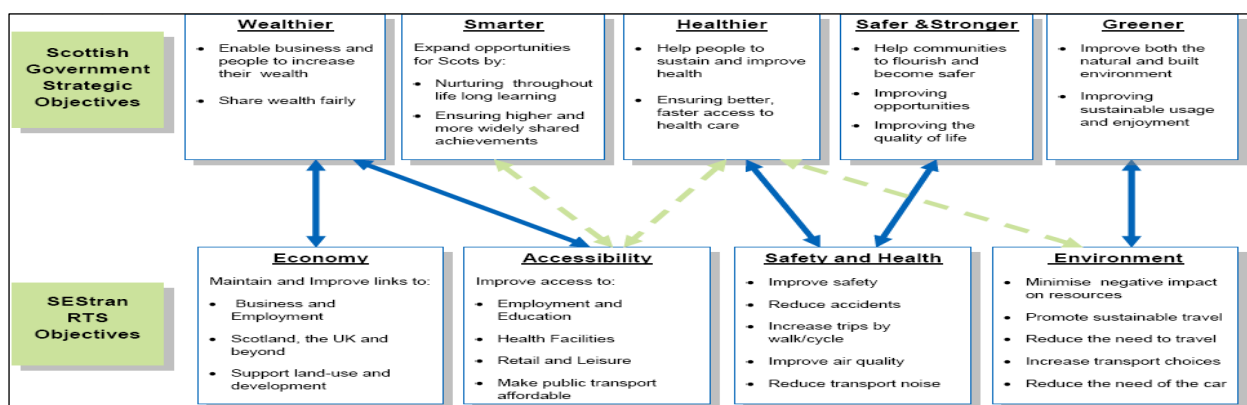
- I. Section 32(1)(a) of the Public Services Reform (Scotland) Act 2010 provides that as soon as reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during the financial year to promote and increase sustainable growth 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, 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 2011/12

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, 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. Factory acceptance tests have been successfully carried out and fitting out of vehicles has	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. This will be a £3.33M investment in public transport infrastructure in the region. Investment during 2011/12 was £1.349m.

	started. Potential £3.33m project with 40% funding from Europe.		
I-Transfer	EU 50% funded project examining the case for cross Forth passenger ferry services. 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 improve access to jobs between Fife and Edinburgh. Investment during 2010/11 was £51,000
Lo-Pinod	EU 50% funded project to develop 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 promote moving freight by barge in the Forth Estuary. Investment during 2011/12 was £82,000
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, 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 2011/12 was £96,000
Connecting food ports	Examination of food product distribution throughout the region and linking to UK and Europe. 50% EU funding. Forth Ports have joined this project and form a Scottish partnership with SEStran	Partnership with private sector, 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 2011/12 was £67,000
Weastflows	EU 50% funded project examining east to west flows of freight through Europe with the objective of promoting more sustainable forms of transport.	Partnership with other European partners. External contract and direct staff input.	Potential to shift freight onto more sustainable modes with business development opportunities with our European partners in this project. Investment during 2011/12 was £61,000
Edinburgh outer orbital BRT	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 and SEStran awaits response. Investment during 2011/12 was restricted to £511
South Tay	Scheme development for park	Framework contract.	Transport Scotland

park and choose	and choose site at south end of Tay road bridge.	Partnership with and co-funding from TACTRAN, Transport Scotland, Fife and Dundee.	has agreed the site and the principle of a shared funding package for delivery. Potential for an ERDF funding bid to be made on completion of planning process. Project now included in Local Development Plan.. Investment during 2011/12 was restricted to £336 while the project went through the Local Plan process.
SESPLAN	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	Income of £48k per year from shared accommodation and admin. staff (in 2011/12 this was £60k as a result of one of costs related to office move) has funded input to SDP Investment during 2011/12 was £8,000
Key Agency and influencing role	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 2011/12 was £44,000
Liaison Groups and forums	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.
Accession	All authorities have been trained in the use of Accession and have access to the model through our term consultants. SEStran has reached agreement with other RTP's to share 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 to LDPs. Influenced land use allocations to minimise private transport Investment during 2011/12 was included in other cost codes.
Routewise	All authorities have access to the Routewise database which	External contract, shared service with partner	Provision of data to TRAVELINE for

	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	authorities	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 2011/12 was £50,000
Travel Planning and sustainable travel including Tripshare	SEStran provides a focal point and funding for the development of travel planning and sustainable transport awareness to both public and private sector organisations. Tripshare car sharing initiative for the partnership	Grant award with match funding from partner organisations. Promotional material, events.	Travel plans developed for a wide range of organisations throughout the region. Fastest growing car sharing club in UK. Major employers are now members Investment during 2010/11 was £113,000
One-Ticket	SEStran promotes the use of one ticket throughout the SEStran area	Board member and promotional material	Influence on charging policy
Freight distribution	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 are 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 2011/12 was covered in other project costs.
Parking Standards	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.
Park and ride strategy	SEStran developed a park and ride strategy looking at the sustainable development of park and ride facilities throughout the area and has developed a web site for users of these facilities	Framework contract	Policy input to SDP and Transport Scotland. Development of promotional web site Investment during 2011/12 was £3,500
Cycling Development	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	Framework contract grant with match funding from partner authorities	Current programme of urban cycle network improvements in partnership with LAs. provides grants to local authorities. Investment during 2011/12 was £49,000

	implementation).		
Bus Services	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.
Equalities and Access to Healthcare	SEStran provides a forum for discussing and promoting issues of mutual concern	Direct staff input	Developed the SEStran Thistle Card to assist public transport passengers with mobility problems. Investment during 2011/12 was £11,000
Sustainable Urban Design	SEStran has developed a set of design standards	Framework contract	Used as input to SDP and LDPs
Regional transport model	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 partner authorities for transport planning. Investment during 2011/12 was covered under other cost headings
Framework contracts	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"> • Strategic Transport Planning (MVA) • Transport Services (Scott Wilson) • Travel Planning (Buchanans) 	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 by partner authorities during 2011/12 was £156,000
One Ticket	Integrated ticket for multi operator public transport use in east central Scotland	SEStran manages One Ticket on behalf of the public transport operators company.	Total turnover for One Ticket in 2011/12 was £1.35m

2 RTS projects delivered by partner local authorities.

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

Appendix 3

Public Service Reform (Scotland) Act 2010

Statement of efficiency, effectiveness and economy

SEStran 2011/12

During 2011/12 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.

In Autumn 2011 SEStran took on responsibility for the management of One Ticket, the integrated multi operator public transport ticket for East central Scotland. SEStran provides management services, administration support including office, supplies and IT, and communications services.

This has resulted in a saving to SEStran of £94,000, through a recharge to One Ticket and SESPLAN and while the latter 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.

Office re-location

SEStran moved to different offices in April 2011. By a combination of a reduction in floor area and a lower rate per square metre an annual saving for rent, rates and services of £30,000 has been achieved. During 2011/12 there were exceptional one off costs related to relocation and dilapidation of the old office that offset the savings in that year. However the savings identified above will continue through future years.

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 2011/12 was £21,000

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 2011/12 was £24,000

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 2011/12 was £270

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. Discussions are currently taking place with Hitrans to include their local authority areas in the SEStran Routewise database which will introduce further economies of scale with cost savings.

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 has 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 **16,107,977** miles on the regional road network reducing CO2 emissions by **5303.8 tonnes (since 2009)** at the current membership of **7,030**.

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.

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 and recently the model was used to identify patronage on the current proposals for a Cross Forth Ferry.

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

During 2011/12 SEStran developed a web site which provides information on park and ride throughout the region and encourages mode shift to public transport.

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:-

- Urban cycle networks study with funding for implementation subject to match funding.
- Sustainable freight Distribution
- Grants for sustainable transport projects subject to match funding

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:-

- Provision of a regional bus services map
- Input to Competition Commission review of bus industry

Procurement Activity

The only procurement undertaken in 2011/12 was in the Lo Pinod project where SEStran developed the specification and tender documents and managed the procurement of a container ship on behalf of Forth Ports utilizing the Public Contracts Scotland web portal. Commercial discussions between Forth Ports and the manufacturer providing the containers to be moved failed to reach a satisfactory conclusion and the tender had to be terminated.

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 currently both Midlothian and East Lothian Councils are using the frameworks 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 £3.3m of which £1.3m 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 to examine the case for cross Forth passenger ferry services with 50% funding from the EU Interreg fund. The total SEStran budget for the project is £311,000 with £156,000 funding from the EU. It is a cross border project linking Fife and Edinburgh and it is also a partnership with other European partners 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 to explore the possibility of sustainable freight transport in the Forth estuary. The total SEStran budget for the project is £421,000 of which £210,000 is funded from the EU Interreg fund. It is a cross border project linking Fife and Grangemouth, a partnership with 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.

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 (£370k to SEStran and £230k 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 food freight onto more sustainable modes with business development opportunities with our European partners in this project. The total SEStran budget is £250k with £125k funding 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.

Weastflows

Examination of East/West freight flows through north west Europe with a view to promotion of more sustainable freight transport. The project is 50% EU funded through the Interreg fund and is a partnership with other European partners. The total SEStran budget is £186k with £93k funding 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 on completion of the planning process. The work has been carried out so far using the SEStran framework contract saving the partners the cost of procurement.

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.

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.