



Annual Report 2012/13

SEStran is a Regional Transport Partnership, comprised of eight local authorities:



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Section 1 Foreword by Chairman and Partnership Director



Russell Imrie, SEStran Chair



Alex Macaulay, SEStran Director

The past year has seen continued progress on the proposal to roll out **Real Time Passenger Information** for bus travellers across the region. Funding is in place for developments in East Lothian, Scottish Borders, Fife, West Lothian and cross boundary services between Dumfries and Galloway and Scottish Borders and to link into the existing systems operational in Edinburgh, Midlothian and Cumbria, with delivery scheduled over a three year period to tie in with available EU match funding. The project will see real time bus passenger information available for services provided by First and Stagecoach as well as the existing information for Lothian Buses, and operating agreements are in place with the two major bus companies for implementation and future maintenance. The total project value at present is £3,328,000 with £1,327,000 of match funding secured from the European Regional Development Fund and £501,000 from West Lothian Council and SWestrans. This project will overcome a major barrier to increased modal shift from car to bus through the provision of reliable real time information on bus arrival times available through a combination of bus stop and bus station signs, web based information, iPhone applications and screens in shops and cafes. The bus operators will also see a significant improvement in the quality of information available to them for better and more efficient fleet management. The project has successfully completed site acceptance tests, and major installation has continued during 2013.

SEStran has had considerable success in attracting funding from the EU Interreg IVB fund for projects designed to improve freight logistics and passenger travel within the region. This has allowed progress to be made as follows:-

- **“Connecting Food Port Regions”** designed to provide better levels of accessibility and connectivity between SEStran ports and ports throughout the North Sea region. Analysis of the flows of food products between Scotland and the continent has been completed and major business to business meetings were held in Brussels in November 2011 and November 2012, bringing together political, business and operator interests to explore ways of consolidating and possibly increasing the use of the Rosyth to Zeebrugge ro-ro freight ferry service. These meetings had support from Scottish Government.
- **“Lo-Pinod”**, The overall Lo-Pinod project has been refreshed and changes approved by the Interreg North Sea Region Commission.

In this revised project Sustran is undertaking research into the repositioning of empty containers in south east Scotland, as this is a major issue for all Scottish exporting industries, particularly those involved in the manufacture of alcoholic drinks. Scotland is a net exporter and the shortage of empty containers has a detrimental effect on our exporting capability.

- Sustran is also leading a study into the movement of bulk materials in an attempt to encourage more materials to be transported by rail and short sea shipping, thus further removing lorries from the regional road network. The study has attracted interest from our project partners and scoping work is underway to explore the potential for shipping materials to northern Europe in locations where there is a back haul to south east Scotland
- **I-Transfer** the project has now being re-configured to provide tourist related ferry services from North Berwick across the Forth in partnership with a tourist ferry operator and has been approved by the North Sea Commission of the European Union. As part of the project Sustran has developed a specification for a passenger ferry, a passenger ferry terminal and guidelines on the development of a business plan for passenger ferry services and assessment of lifeline ferries.
- **Weastflows** considers the sustainable distribution of freight throughout the North West Europe region. Work continued on this during financial year 2012/13 involving a significant amount of effort into reviewing and upgrading freight movement analysis work undertaken externally and work is continuing in this respect. The project also involves establishing 'best practice' with the private sector. A questionnaire survey that will be used in discussions with businesses, to explore more sustainable freight movements and best practice is being organised in partnership with TRI (Napier University).

On the **sustainable travel** front we have continued to support both public and private sector bodies in implementing travel plans and encouraging sustainable transport. Grants have been awarded to the following:

- East Lothian Council – Improvements of the West Barns Cycle Path (North Sea Cycle Route) £6,000
- Midlothian Council – Accessibility Map – £10,000.
- Jewel and Esk College (now Edinburgh College)– Electric Cars Grant –£25,000
- Jewel and Esk College (now Edinburgh College) – Cycling campaign – £1,095
- Lothian and Borders Cyclists' Touring Club – £1,500
- Falkirk Council – Cycle Parking at Falkirk Station– £5,240
- QMU – Travel Planning Activities – £5,000
- Edinburgh Napier University – Sighthill cycle security – £1,952
- Edinburgh Napier University – University Travel survey – £1,760
- Clackmannanshire Council – Travel Plan Measures – £10,000

Work has continued on filling the gaps in the regional urban cycle network through provision of grants for cycleway construction to West Lothian. SEStran has supported three sustainable transport events as follows:

- The SEStran Megacycle 6th May 2012
- SEStran Two Capitals Cycle Ride, 17th June 2012
- Scottish Borders Walking Festival 2nd – 8th September 2012

We have continued to see growth in Tripshare SEStran, with over 7,800 members now actively car sharing. Work has continued with the NHS Access to Healthcare liaison group and the Equalities Forum to provide the necessary liaison to ensure we are addressing the travel needs of health access and minority groups. During 2011/12 we launched the SEStran Thistle Card that provides assistance for public transport users with mobility problems by providing easy to read and discrete descriptions of their mobility problem to the driver so that their needs can be accommodated during the journey. The success has been such that we have now distributed over 40,000 cards to passengers with mobility problems.

SEStran has continued to **influence other transport providers** to ensure the needs of the region are addressed. We continue to work closely with the other RTPs and Scottish Government through the joint lead officers meetings and the Joint Chairs meetings and with COSLA through regular liaison at official level.

During 2012/13, SEStran responded to numerous consultation documents issued in the main by the Scottish or UK Governments, Government agencies or national transport bodies on issues covering all main modes of transport.

Issues covered included the following:

Bus marketing Inquiry	Competition Committee
M90/A90 variable Speed limits +use of hard shoulder	Transport Scotland
Rail fares and ticketing	DfT
Rail Decentralisation	DfT
Waverley Station – Changes to Access	Network Rail
Development Delivery	Scottish Government
Regulation of Buses	Scottish Government
Edinburgh Airport Access Strategy	Edinburgh Airport
Variable usage charges	ORR
Bus Policy Issues	Scottish Government
Intercity East Coast Franchise	DfT
Draft Aviation Policy Framework	DfT
New Roads and Streetworks Act 1991	Scottish Government
Approach to Transparency	ORR
Network RUS Alternative Solutions	Network Rail
Call for National Developments	Scottish Government
Network Rail Business Plan	Network Rail
Visit Scotland Development Plan	Visit Scotland

SEStran also drafted, and assisted in developing consultation responses, on behalf of all the Scottish Regional Transport Partnerships as well as other bodies. As part of the Scottish Government/Transport Scotland's High Speed Rail preparation and consultation, SEStran is playing a leading role in the working groups to take forward this proposal. SEStran continues to provide in-depth input to the Transport Scotland/First ScotRail's study into Edinburgh–Dunbar–Berwick upon Tweed–Newcastle local rail services.

Our work on **strategy development** has seen a major commitment to providing support to SESplan on the Strategic Development Plan (SDP). We provided accessibility analysis of alternative development sites at a regional and local level and have made use of the Regional Transport Model to analyse the transport network and the influence of the SDP land use allocations. The results of this analysis are now being used to inform the review of the Regional Transport Strategy (RTS) which is progressing through input from the Strategy Liaison Group.

This is the fourth year of **monitoring the RTS** against the range of indicators identified in the strategy and results have been encouraging. On the positive side there has been improved connectivity to the rest of the UK and beyond, reduction in road traffic and road traffic accidents, increased use of rail, increased use of Tripshare and increases in the proportion of walking and cycling trips. On the negative side there have been localised increases in congestion at some monitoring sites and a deterioration of public transport in some rural areas.

While we now have four years of data, this still represents a short period of time for monitoring transport trends which tend to emerge only over a longer time period. We will continue to monitor the trends and take the necessary action to respond to significant changes. Meantime our strategy of encouraging more sustainable travel, seeking alternative funding sources for transport investment and influencing other transport providers to continue investment in transport will continue.

Our partner local authorities have continued to make limited progress on the **capital projects** in the RTS delivery plan, albeit significantly more than last year. The restricted budgets resulting from the recession and local priorities in favour of other services have resulted in progress being significantly less than anticipated when the RTS was published. The review of the RTS that is currently ongoing will bring projected expenditure levels more in line with realistic expectations in the current climate.

However, the lack of available funding for regional transport capital projects continues to be a cause for concern and will, if not corrected, represent a significant constraint on the ability of the Scottish economy to recover from the recession it has suffered. Investment in transport capital projects not only has the direct effect of providing jobs but has the equally important effect of making transport of goods and people more efficient with knock on benefits to business. Companies consistently identify transport as a major area of concern when considering the wellbeing of their businesses and it is to be hoped that transport will not be expected to bear a disproportional share of the cuts in public expenditure that the country now faces.



Russell Imrie
Chair



Alex Macaulay
Partnership Director

1. Guidance

The Scottish Executive published guidance on Regional Transport Strategies in March 2006. Paragraphs 112 and 133 of the Guidance require the preparation of an annual report to be submitted to Scottish Ministers. The report should cover the operational and financial year to 31st March 2013. It should include a report of performance against the objectives, targets and performance indicators set out in the RTS and should be sent to constituent councils and others who have provided funding.

2. Period covered by report

This is the seventh annual report which focuses on the monitoring of the delivery of the RTS. The RTS was approved by the SEStran board on 18th April 2008 and by the Scottish Government on 24th June 2008. Additionally the implementation of the capital and revenue programme for 2012/13 is covered.

3. Board Establishment

During 2012/13, the Partnership had a full quota of 20 councillor members and had 9 non-councillor members. Local Government elections were held in May 2012 and new councillor members were appointed to the Board at the Partnership Board meeting on 29th June 2012.

4. Meetings

During 2012/13 the Partnership Board has met as follows:

- 29th June 2012
- 5th October 2012
- 7th December 2012
- 1st March 2013

In addition the Performance and Audit Committee met on four occasions as follows:

- 15th June 2012 – Meeting cancelled as new Board not officially formed.
- 28th September 2012 – Adjourned as inquorate
- 5th October 2012
- 23rd November 2012
- 15th February 2013

5. Meeting Attendance

Attendance at meetings is shown in the following tables:

Partnership Board – Attendees (Councillors)						
Name	Council	29/06/12	05/10/12	07/12/12	01/03/13	
Cllr Donald Balsillie	Clacks	✓				
Cllr Gavin Barrie	City of Edinburgh	Sub				
Cllr Tony Boyle	West Lothian	✓	✓	✓		
Cllr Jim Bryant	Midlothian	✓			✓	
Cllr William Buchanan	Falkirk		✓			
Cllr Pat Callaghan (Vice Chair)	Fife	✓		✓	✓	
Cllr Tom Coleman	Falkirk	✓	✓	✓	✓	
Cllr Gordon Edgar (Vice Chair)	Scottish Borders	✓	✓	✓		
Cllr Jim Fullarton	Scottish Borders	✓	✓			
Cllr Nick Gardner	City of Edinburgh	✓	✓		✓	
Cllr Irene Hamilton	Clacks	✓		✓		
Cllr Norman Hampshire	East Lothian	✓	✓			
Cllr Bill Henderson	City of Edinburgh					
Cllr Lesley Hinds	City of Edinburgh	✓		✓		
Cllr Russell Imrie (Chair)	Midlothian	✓	✓	✓	✓	
Cllr Arthur Morrison	Fife	✓	✓		✓	
Cllr Joanna Mowat	City of Edinburgh	✓		Sub	✓	
Cllr Cathy Muldoon	West Lothian					
Cllr Jim Orr	City of Edinburgh	✓	✓	✓		
Cllr Joe Rosiejak	Fife	Sub		✓		
Cllr Michael Veitch	East Lothian	✓			✓	

Substitutes

Cllr Tony Martin for Cllr Joe Rosiejak on 29/06/12

Cllr Bill Henderson for Cllr Gavin Barrie on 29/06/12

Cllr Allan Jackson for Cllr Joanna Mowat on 07/12/12

Partnership Board – Attendees (Non-Councillor)					
Name	29/06/12	05/10/12	07/12/12	01/03/13	
Charlie Anderson	✓	✓	✓	✓	
Graham Bell	✓	✓	✓		
Bill Cantley	✓			✓	
Phil Flanders	✓			✓	
John Jack				✓	
John Martin	✓	✓	✓	✓	
Neil Renilson	✓		✓	✓	
Sandy Scotland	✓	✓	✓	✓	
Tom Steele				✓	

6. Good Governance

Good Governance is essential to any public body and SEStran is no exception. SEStran has developed a series of governance documents to ensure the effective management of the authority. These were reviewed in June 2012 and recommended changes as outlined below were confirmed at the October 2012 Board.

7. Standing Orders

The standing orders were modified in June 2012, with the main modification being to incorporate the remit of the Performance and Audit Committee, following a recommendation by external auditor that we do so. Normally the remit of a Committee would be incorporated into a separate scheme of administration, but as there is only one Committee of SEStran it is reasonably appropriate to incorporate it into standing orders.

A further amendment was to separate out the contract standing orders into a different document. The reason for this is set out below.

8. Contract Standing Orders

With the advent of increasingly complex regulation at EU and UK level for procurement, it was considered necessary to carry out a thorough revision of the contract standing orders. Although the previous standing orders were flexible enough to allow procurement in line with the new regulations, it was considered prudent to set out as clearly as possible the principles by which SEStran will procure contracts for works, supplies and services in the future. Accordingly the contract standing orders were revised last year, and now form a standalone document.

9. Scheme of Delegation

The scheme of delegation has been largely unchanged since SEStran's inception as a statutory body in 2005. A review has been carried out of the scheme in 2012 but it was felt that there is not any need for change. The principle purpose of a scheme of delegation is to ensure that operational matters can be carried out between partnership meetings by officers but that issues of policy can be dealt with by the Partnership Board or the Performance and Audit Committee.

10. Human Resources policies/procedures

SEStran has a regular programme for reviewing HR policies. A review was carried out in June 2012 and again in October 2012 and a summary of the changes as approved by the Board is as below.

SEStran HR Policy Update 2012-13

Summary of changes

Policy	Changes	Comments
Equal Opportunities & Dignity at Work	Updated to take account of Equality Act changes	
Capability Procedure	Minor changes – changing references to Disability Discrimination Act to Equality Act; and referencing changes in ill health retirement provisions (page 2)	
Disciplinary Procedure	Minor changes to legislation references in introduction; Reference to adjustments which may be made under Equality Act to enable participation in process in general section (page 2); reference added to general section regarding seeking employee's consent before speaking to full-time TU official (page 2).	
Family Leave Policy	Addition of provision for time off for attendance at pre-adoption meetings (page 10) Reference to time off provisions when adoption placement ends (page 12). Maternity & adoption support leave/ paternity leave updated to take account of revised legislation re additional paternity leave (page 12)	Provision for half time special leave to be given – based on Falkirk's policy but leave could be unpaid.
Flexible Working Procedure	No significant changes – only couple of wording changes made to make policy read better.	
Recruitment Policy	Addition to introduction to highlight reasonable adjustments will be made to support applicants with a disability (page 2)	
Retirement Policy	Revamped to take account of removal of retirement age and to advise on retirement options under the Local Government Pension Scheme.	Recommend consultation with pension providers and legal adviser/ accountant as appropriate. Approved by October Board.
Managing Sickness Absence Policy	Minor changes – changing references to Disability Discrimination Act to Equality Act	
Anti- Bribery Policy	New policy designed to address the need to prevent persons associated with SEStran from indulging in conduct related bribery.	Approved by October Board.

11. Liaison with Partner Authorities

It is considered essential that a very close working relationship with the partner authorities is continued and that the spirit and practice of partnership continues to prevail. Consequently the liaison group structure that was established in 2005 has continued with some amendments.

12. Liaison Groups and Forums

The Liaison Groups serve as a forum for officers of the Partnership's constituent Councils to discuss issues relating to policy, strategy and operations, and to form a consensus view (or otherwise) to inform the Partnership Board. The Groups have no delegated powers and are not Sub-Committees of the Partnership. As such their meetings are not regulated by SEStran's Standing Orders.

Forums also include representatives from relevant stakeholders and Members are invited to and chair the Forums

The following Liaison Groups and Forums were in operation:

- Chief Officer Liaison Group
- Strategy Liaison Group
- Bus Liaison Group and Bus Forum
- Rail Forum (In 2009, the Rail Forum and Liaison Group were merged.)
- Sustainable Transport Liaison Group & Forum
- Equalities Forum
- Access to Healthcare Forum
- Freight Quality Partnership

13. Chief Officers Liaison Group

The Chief Officers Liaison group met four times during 2012/13, three weeks prior to the SEStran Partnership Board. Each meeting allowed officers at the partner authorities to discuss items on the agenda for the forthcoming Partnership Board. The reduced number of meetings this year reflects the reduced frequency of Board meetings.

14. Strategy Liaison Group

This group of lead officers from the constituent councils and SEStran officers meets on a "when required basis" to review progress on the Regional Transport Strategy and to consider strategic issues of mutual interest. This year, input from the Strategy Liaison Group has been key to reviewing our Regional Transport Strategy. This was carried out through a series of meetings and through email consultation. The review is progressing well with individual chapters gaining board approval prior to completed review approval and consultation.

The input to the SESplan Strategic Development Plan continues through SESplan Key Agency groups with a new plan being started this year for completion in 2018.

15. Bus Liaison Group and Bus Forum

Two meetings of the Bus Forum and one Bus Liaison Meeting were held during the period. The Liaison Group consists of; SEStran and Local Authority Officers, Scottish Government, Confederation of Passenger Transport (CPT), Traveline and CTA (Community Transport Association). In addition, invitees to the Forums also include all the bus operators serving the SEStran area, including the three main bus operators (First Edinburgh, Lothian Buses and Stagecoach) as well as Bus Users UK. Attendance at the Liaison Group and Forum meetings varied between 21 and 24.

Key issues that were covered during the year were the SEStran response to the Government's Bus Policy Issues consultation paper. The meetings discussed and monitored progress on several SEStran projects such as the SEStran Real Time Information and the joint SEStran Database and Information System (Routewise). Progress on SEStran studies/projects that involve bus – such as Edinburgh Orbital Bus Rapid Transit and the South Tay Park & Ride project – were reported to the meetings. The potential use of the Government's Bus Investment Fund for projects in the SEStran area was also considered.

16. Rail Forum

Membership consists of SEStran and partnership authorities Members and Officers and also includes representatives of Transport Scotland, Network Rail and the train operating companies serving Scotland (First ScotRail, East Coast, Arriva (Cross Country), First Transpennine (Edinburgh – Manchester) and Virgin (Edinburgh – Birmingham) as well as a representative from the rail freight industry. A representative of Passenger Focus is also invited.

Under the terms of the franchise agreement for the ScotRail Franchise, First ScotRail is required to have biannual liaison meetings with local authorities. SEStran has facilitated this through the management of the Rail Forum. There were three meetings of the Forum during 2012-13. Attendance varied between 20 and 26.

All the meetings included updates on performance and developments by the operators present. Key issues throughout the year were; the future re-franchising of ScotRail, East Coast, West Coast and TransPennine

Several future infrastructure projects will take place in the SEStran area, including the upgrade of several stations, electrification and capacity upgrades (EGIP) as well as new lines (Borders Railway). In addition, the potential for further infrastructure investment as part of the Government's £30 million investment fund in CP5 was considered, as was the provision of a Winchburgh station that could be 100% funded through a developer contribution. The future of High Speed rail was also a recurring topic for the Forum.

The meetings covered 'local' issues, including the study into local services to Dunbar and Berwick-upon-Tweed, with new stations in East Lothian and Borders.

17. Sustainable Transport Liaison Group and Sustainable Transport Forum

The Sustainable Transport Liaison Group was set up whilst SEStran was a voluntary partnership. It consists of representatives of all eight local authorities and has worked in partnership to exchange best practice in travel plans for public and private sector, promote 'TripshareSestran.com' – a car sharing scheme, and prioritise investment in urban cycling projects.

In 2012 The Sustainable Transport Liaison Group was merged with the Sustainable Transport Forum and is now held biannually and is chaired by a SEStran Board Member. Speakers and attendees from outside bodies have included: the Scottish Government Sustainable Transport Team, Cycling Scotland, Energy Saving Trust, Sustrans and Stagecoach.

18. Equalities Forum

The Equalities Forum has a remit to consider and try to remove some of the barriers that minority groups encounter when trying to use public transport. During this year the Equalities Forum has been meeting on a two-monthly basis, to develop the actions identified in our Action Plan. The Forum agreed that it should focus on practical actions rather than just being a discussion group and this has been reflected in the content and frequency of meetings.

The main element of the Forum's work was the promotion of the SEStran Thistle Assistance Card which was launched last year. This card indicates to the bus driver the type of disability the passenger has and the help they require. SEStran have currently distributed 40,000 Thistle Cards in the SEStran area and we have made the design of the Thistle Card available to other approved bodies and Regional Transport Partnerships.

Other issues of interest to the forum have been; the proposed changes to access to Waverley and Haymarket stations for people with disabilities, and we have contributed to developing an audio version of the Traveline Scotland app.

19. Access to Healthcare

The Access to Healthcare group brings together representatives from all the Healthcare Trusts in the SEStran area, the Scottish Ambulance Service, Community Transport Groups and Local Authorities.

The main aim of the group is to examine how to improve public access to hospitals and healthcare facilities and how bodies can co-ordinate to provide improved services and facilities. This is currently an issue of considerable concern, as the Scottish Ambulance Service is pursuing a strategy of focusing on emergency services.

The group have been looking at the implications of recent national advice on the role of partnership working to ensure adequate access to health facilities is maintained.

20. Freight Quality Partnership

The Freight Quality Partnership holds its meetings on a six monthly basis bringing together all elements of the freight industry, from producers to retailers. One of the main issues being input and comment on the various European freight based projects being developed by SEStran. A Communications Strategy has been developed over the last year and a revised freight map for the SEStran area has been produced.

Liaison with other RTPs

21. RTP Joint Chairs/Lead Officers meetings

The Chairs of the seven RTPs, supported by the RTP lead officers, have met quarterly during 2012/13. The agendas for these meetings have allowed discussion and agreement on issues of mutual concern. The joint chairs have also produced a series of responses to Scottish and UK Government and other transport agencies' consultations on a range of subjects including Rail, bus, air and land use planning. These responses have been welcomed by those carrying out the consultations as representing a unified voice from the strategic regional transport partnerships for Scotland.

The Lead Officers have met on numerous occasions with the Scottish Government and COSLA officials through the mechanism of the RTP Liaison Group. Again, this has proved to be a valuable mechanism for raising issues with the Scottish Government and COSLA and vice versa and has been extremely valuable in addressing issues of mutual concern and common interest. The meetings have also provided a forum for the management of the Joint Chairs meetings and the RTP chairs/COSLA Joint Strategy Group.

22. Consultations

During 2012/13, SEStran responded to numerous consultation documents issued in the main by the Scottish or UK Governments, Government agencies or national transport bodies on issues covering all main modes of transport.

Issues covered included the following:

Bus marketing Inquiry	Competition Committee
M90/A90 variable Speed limits +use of hard shoulder	Transport Scotland
Rail fares and ticketing	DfT
Rail Decentralisation	DfT
Waverley Station – Changes to Access	Network Rail
Development Delivery	Scottish Government
Regulation of Buses	Scottish Government
Edinburgh Airport Access Strategy	Edinburgh Airport
Variable usage charges	ORR
Bus Policy Issues	Scottish Government
Intercity East Coast Franchise	DfT
Draft Aviation Policy Framework	DfT
New Roads and Streetworks Act 1991	Scottish Government
Approach to Transparency	ORR
Network RUS Alternative Solutions	Network Rail
Call for National Developments	Scottish Government
Network Rail Business Plan	Network Rail
Visit Scotland Development Plan	Visit Scotland

A copy of the responses can be found on the SEStran website as part of the papers issued to the Partnership Board.

SEStran also drafted, and assisted in developing consultation responses, on behalf of all the Scottish Regional Transport Partnerships as well as other bodies. As part of the Scottish Government/Transport Scotland's High Speed Rail preparation and consultation, SEStran is playing a leading role in the working groups to take forward this proposal. SEStran continues to provide in-depth input to the Transport Scotland/First ScotRail's study into Edinburgh–Dunbar–Berwick upon Tweed–Newcastle local rail services.

23. Establishment as at 31 March 2013

During 2012/13 the SEStran offices were home to 8 paid employees.

- Alex Macaulay Partnership Director
- Alastair Short Strategy Manager (2/5th FTE)
- Ian Mathie Programme Manager
- Lisa Black Travel Plan Officer
- Andrew Dougal Communications Officer
- Angela Chambers Office Manager
- Jackie Turnbull Administrator
- Lisa Hogg Receptionist

In addition support was provided from the Lindean Partnership Ltd. in the management of specific projects and provision of advice and from Coachline Ltd. for the management of One Ticket, the integrated public transport ticket for East Central Scotland.

24. Single Outcome Agreements and Community Planning

SEStran as a Regional Transport Partnership has a statutory requirement to be a member of constituent councils' Community Planning Partnerships. One of the key roles of the partnerships is to input into the Single Outcome Agreements (SOAs). The main aim for SEStran is to ensure that transport is duly recognized within the SOAs and to co-ordinate councils' indicators and objectives with our RTS.

SEStran is a member of all constituent councils Community Planning Partnerships and has contributed to their SOAs.

The level of representation on the eight community planning partnerships is as follows:

Partnership	Level of representation	SEStran representative
Edinburgh	Partnership Board	SEStran Vice Chairman
Fife	Partnership Board	SEStran Director
West Lothian	Steering Group/Working Group	SEStran Strategy Manager
Midlothian	Steering Group/Working Group	SEStran Programme Manager
East Lothian	SOA Theme Group	SEStran Strategy Manager
Falkirk	Steering Group/Working Group	SEStran Programme Manager
Clackmannan	Environmental Partnership	SEStran Strategy Manager
Scottish Borders	Theme Group	SEStran Strategy Manager

25. General

Using the Regional Transport Strategy (RTS) as a base, SEStran has been examining freight distribution, access to healthcare and promoting equalities. There is a commitment to review our RTS on a regular basis (suggested to be carried out on a four yearly basis). This is being carried out on an incremental basis and Board approval/comment is sought at every stage to ensure a transparent and logical approach to the revision. The resultant version will go to the Board for approval before going out to wider consultation. Input is provided through our Strategy Liaison Group.

This year, as part of European funded projects, we have been examining freight movement and distribution within the SEStran area. Previous Dryport studies have examined the movement of freight by road and rail and also the potential for the provision of consolidation and distribution centres. This work is now been completed and submitted to Europe. Copies of the reports are available on our website Further European funding is being used to look at increasing the use of our ports and improve the efficiency of specific freight flows. These are described in detail in chapter 29. The main aim of these projects is to ensure that the SEStran area can develop economically in a sustainable manner.

The RTS highlights the links between strategic planning and sustainable transport and we have worked closely with SESplan to ensure transport is a key issue in the Strategic Development Plan. As part of this work, the concept of the requisite elements that make development sustainable from a transport viewpoint have been examined and the accessibility of potential development sites assessed.

We have also worked with Tayplan in developing transport input into their Strategic Development Plan.

Both of the Strategic Development Plans have now been published and efforts are now being focussed into developing the next edition.

Local Authorities are now developing their Local Development Plans based on the Strategic Development Plan and we are working with authorities to ensure sustainable transport issues are fully considered. The results of this work on the Strategic Development Plans and Local Development plans are reflected in the revision of our RTS.

26. Monitoring and Reporting

In September we received our fourth update of the monitoring programme which indicates a mixed picture of results. The monitoring spreadsheet is attached as appendix 1, indicating where targets are being achieved (green), where there has been no progress, (orange) and where negative progress (red), in comparison with the base year's figures. As previously indicated, the results have to be interpreted with caution, but they do give a good indication of general trends.

The monitoring is based on our key objectives within our RTS with indicators reflecting regionally available data and data obtained from our regional accessibility model.

Although the objectives referred to may be SEStran objectives, it does not necessarily follow that SEStran has direct influence over all factors influencing the indicators, and factors such as the recession and increased fuel prices can have significant positive or negative impacts on achieving our objectives.

Therefore in interpreting the results it is necessary to consider the potential impact of other influences and whether they are short term or long term impacts. However, it is hoped that the work that SEStran carries out will influence peoples travel choice, through improved access to work, healthcare, education, retail and leisure and increased attractiveness and use of sustainable and public transport.

The monitoring carried out is indicating some encouraging trends:

- Improvement of accessibility to the rest of Scotland and the UK is evident across all modes with increased use of bus, air services and especially rail. Although there appears to be an overall decline in public transport accessibility, to jobs in certain areas, Livingston is noted in having significantly improved accessibility. Connectivity to the west of the area continues to improve especially with the opening and operation of new services on the Airdrie Bathgate line.
- Although overall congestion at key locations has increased slightly in line with the increased car ownership, general traffic levels and congestion have decreased on the approaches to Kincardine Bridge and also and on the A720, City Bypass.
- Accessibility to health care facilities for non car owning households show a mixed picture with small improvements at all hospitals (between 7 and 10 am) but with a general deterioration of access during the whole day. The opening of the new hospital in Larbert has resulted in the removal of Falkirk and District Royal Infirmary and Stirling Royal Infirmary from the monitoring.
- The results indicate deteriorating access to retailing leisure and education locations.
- The numbers of people using rail stations in the SEStran area have increased by 33% between 2006/07 and 2011/12.
- Traffic levels have reduced by 3.0% between 2007 and 2010 and fuel sales have decreased by 4.0% between 2006 and 2009, indicating a reduction in vehicle fuel consumption as well as vehicle mileage
- The number of people using Tripshare has increased by 59% since 2009
- The number of accidents on our roads continues to decrease
- The proportion of walking and cycling trips is increasing with an 13% increase in walking and a 2% increase in cycling reported since 2005/2006

However, not so encouraging is people's perception of public transport but hopefully this will improve with the introduction of hybrid buses and the tram. General access to jobs using public transport is deteriorating in some areas, probably reflecting the pressures on rural bus services in some areas.

Although monitoring is useful in evaluating the effectiveness of our policies, the main aim is to identify where we should be focusing our future efforts in terms of achieving our overall aims. This will influence allocations of future budgets to address the areas where we are not achieving our aims and this will be reflected in the review of our RTS.

Finally, it is important to note that this review represents four years of monitoring of the key indicators and changes in transport trends tend to emerge only over a longer time period. We will continue to monitor the trends and take the necessary action to respond to significant changes. Meantime our strategy of encouraging more sustainable travel, seeking alternative funding sources for transport investment and influencing other transport providers to continue investment in transport, will continue. In particular, our current emphasis on encouraging walking, cycling, car sharing and use of public transport seems to be justified.

27. Monitoring & Partner Authorities

The capital project currently being delivered directly by SEStran is the Regional Real Time Passenger Information System (RTPI). Other capital projects are being delivered by the partnership authorities and Appendix 2 details expenditure on these projects in financial year 2012–2013. These projects are currently being progressed towards delivery of the RTS utilising what was the Regional Transport Partnership's capital grant. A spreadsheet monitoring the delivery of these projects is presented to meetings of the Partnership Board.

There has been minimal capital expenditure on the transport projects that are contained in the Regional Transport Strategy Delivery Plan. The last year that SEStran received a capital grant from government, financial year 2007/08, total capital expenditure on strategic regional transport projects was £14.75 million. However in the last financial year, 2012/13 expenditure was approximately £4.3 million. It should be noted that capital expenditure detailed in the Delivery Plan for the first 3 years of the RTS was as follows; Region Wide and Specific Groups and Areas £6.77 million, Network Based Measure £24.808 million giving an overall total of £31.58 million.

The current economic climate combined with severe restraint on Local Government expenditure has resulted in a pressing need to revise the projected investment included in the Regional Transport Strategy. The levels in the current RTS are clearly unrealistic and the revision to the RTS referred to earlier in this report will recognise this fact and include a more realistic programme of investment recognising the constraints we all face.

28. Real Time Passenger Information

This project continues to deliver a regional real time information system in East Lothian, Scottish Borders, Fife, West Lothian and cross boundary services between Dumfries and Galloway and Scottish Borders. Previously funding had been given to City of Edinburgh Council to expand its Bustracker system within the city and into East Lothian and Midlothian and work has started to integrate the SEStran system platform with the Bustracker system platform, to enable bus passengers access to real time bus information for Stagecoach and First Edinburgh services as well as Lothian Buses information.

Delivery of the system continues and Site Acceptance Tests were carried out for the first batch of software that related to data input, service monitoring and analysis in September 2012. Further software development was the subject of a Factory Acceptance Test in November 2012 covering voice communications, the web site and mobile "apps". Installation of the equipment on buses started in March 2013. Both First and Stagecoach continue to support the deployment of the system and have worked effectively with the system supplier to achieve the successful test results.

Revenue Projects Budget 2012/13

Cost Centre	Project	Budget £	Actuals £
92004	ONE TICKET	–	56,338
92005	EDIN-DUNBAR-RESTON B-P	–	41,029
92011	R15 PARK & CHOOSE STH TAY BRIDGE	–	855
92013	R17 SUSTAINABLE TRAVEL AWARENESS	130,000	117,360
92017	URBAN CYCLE NETWORKS	70,000	20,000
92019	RTPI – REVENUE CONTRIBUTION	117,000	110,069
92029	R12 EDINBURGH ORBITAL BUS PROJECT	–	150
92032	R34 PROJECT MANAGEMENT COSTS	10,000	3,758
92042	R37 RTS MONITORING	5,000	11,745
92044	EU1 DRYPORT	120,000	29,443
92047	R41 SPECIALIST RAIL BUS ADVICE	20,000	19,795
92048	R42 REGIONAL DEV PLAN INPUT	10,000	200
92049	TERM COMMISSION MANAGEMENT	1,000	352
92050	OTHER LA JOINT PROJECTS	–	71,362
92056	EU2 CONNECTING FOOD PORTS	90,000	71,044
92058	EU4 LO PINOD	140,000	39,521
92059	EU5 I TRANSFER	80,000	75,455
92060	DRT REVIEW	13,000	24
92062	EQUALITIES FORUM ACTIONS	10,000	7,563
92064	EU WEASTFLOWS	60,000	64,812
EXPENDITURE		876,000	740,875
92003	SESPLAN 100% COSTS	-48,000	-48,000
92004	ONE TICKET	-12,000	-68,838
92005	EDIN-DUNBAR-RESTON B-P	–	-38,780
92017	URBAN CYCLE NETWORKS	-50,000	–
92035	REVENUE PROJECTS GRANT	-521,000	-521,000
92044	EU1 DRYPORT	-60,000	-20,489
92050	OTHER LA JOINT PROJECTS	–	-71,362
92056	EU2 CONNECTING FOOD PORTS	-45,000	-37,126
92058	EU4 LO PINOD	-70,000	-24,291
92059	EU5 I TRANSFER	-40,000	-54,791
92064	EU WEASTFLOWS	-30,000	-28,926
	Add: Core Budget Overspend	–	-595
INCOME		-876,000	-914,198
NET EXPENDITURE/ (INCOME)		–	-173,322

Details of Revenue Budget 2012/13

The spreadsheet highlights a carry-over of £173,322 which will be invested in the RTPI project in 2013/14.

The details of some the Revenue Projects undertaken in 2012/13 are given below with further information provided throughout this Annual report.

In 2012/13 SEStran was a partner in 4 European Union match funded projects through the Interreg Programme and the regional Real Time Passenger Information project has also benefited from 5 successful bids to the European Regional Development Fund.

i-TRANSFER (Innovative Transport Solutions for Fjords, Estuaries and Rivers)

The i-Transfer project has the objective to develop ferry services in the North Sea Region. Following Forth Ports withdrawal from the project, two new sub-partners to SEStran, The Maid of the Forth and East Lothian Council have been brought in to the project and feasibility work is underway to introduce a tourist-focussed passenger ferry service operating from North Berwick harbour in East Lothian to other locations within the Forth estuary, including Anstruther, the Bass Rock and Isle of May.

The project will introduce low tide landing facilities at North Berwick harbour, to be undertaken by East Lothian Council. The Maid of the Forth will pilot emissions reducing technology, including trialling biodiesel mixing and testing of fuel efficiency measures in the new vessel which will operate the service.

SEStran continues to work with iTransfer partners from across Europe on a number of ferry related work streams including;

- Specification for a ferry vessel (Based on previous Hyder Study)
- Methodology for evaluating island lifeline ferries (Based on Scottish Ferries review)
- Model business plan (Based on Hovercraft trial)
- Partner questionnaire
- Business plan for Hovercraft
- Specification for a passenger ferry terminal (based on Hyder study)

SEStran have also provided the iTransfer group with an overview on policy frameworks within Scotland with regards to integrated ticketing. This preliminary work will join the policies and experience from the iTransfer Partners, and case studies from across the North Sea Region have also been gathered.

LO-PINOD (Logistics Optimisation for Ports Intermodality Networks, Opportunities and Developments)

The “**Lo-Pinod**” project was initially configured to provide a trial container ship service in partnership with Forth Ports between Methil and Grangemouth. However, as reported previously, Forth Ports could not reach agreement with the supplier of the containers and this proposal was deferred.

The overall Lo-Pinod project has been refreshed and these changes were submitted and approved by the Interreg North Sea Region Commission.

In this revised project SEStran is undertaking research into the repositioning of empty containers in south east Scotland, as this is a major issue for all Scottish exporting industry; particularly those involved in the manufacture of alcoholic drinks. Scotland is a net exporter and the shortage of empty containers has a detrimental effect on our exporting capability.

SEStran is also leading a study into the movement of bulk materials in an attempt to encourage more materials to be transported by rail and short sea shipping thus further removing lorries from the regional road network. The study has attracted interest from our project partners and scoping work is underway to explore the potential for shipping materials to northern Europe in locations where there is a back haul to south east Scotland.

CONNECTING FOOD PORT REGIONS

Connecting Food Port Regions” is a project designed to provide better levels of accessibility and connectivity between SEStran ports and ports throughout the North Sea Region, and to promote the sustainable distribution of food products throughout the region.

SEStran introduced Hitrans to this project. Hitrans will undertake a trial of moving whisky in liquid bulk containers by rail from Elgin to Grangemouth for onward delivery to bottling plants in the SEStran region. This will remove some HGV mileage from the region’s road network and if the trial is successful, the rail service could become permanent.

A Food Port project partners meeting to be held in Elgin is programmed for September 2013, which will include a visit to view the bulk whisky products being loaded on the freight train and other operations connected with the trial.

WEASTFLOWS

This EU project is part of the North West Europe (NWE) Region Programme with the aim of strengthening the development of sustainable connectivity for freight transportation and logistics on an east –west axis through telematics and ICT solutions.

In this project SEStran is leading on an action within a Work Package that seeks to develop with the private sector greener logistics chains and will involve some desk top research and interviews with representatives from the freight industry. We are also creating an overview of freight flows in the North West Europe Region that will provide a clearer picture of the opportunities for increased sustainable freight flows. It is also intended to set up interest groups, again with representatives of the freight industry, government, research bodies, Scottish Enterprise, etc, to develop ways of improving greener supply chains.

Finally, SEStran will produce guidelines for sustainable freight distribution based on a combination of desk top research and industry interviews.

30. Sustainable and Active Travel Grants 2012/13

Matched grants of up to £25,000 have been made available to Public, Private and Third Sector organisations in the South East of Scotland. These grants are for the promotion of Sustainable and Active Travel to employees and visitors. The majority of interest in 2012/13 has been from Colleges and Health Boards. Guidance for applicants and application forms are available on the SEStran website. Links have also been made available through the 'Choose another way' web forum, and distributed through the EAUC (Environmental Association for Universities and Colleges) and SCVO (Scottish Council for Voluntary Organisations) networks. The following projects were implemented in 2012/13:

- **East Lothian Council – Improvements of the West Barns Cycle Path (North Sea Cycle Route) £6,000**

The grant offered to East Lothian Council was used to widen the costal path and re- surface it with tarmac. As well as being a local path this route is part of the 76 Route of the National Cycle Network, which heads towards Berwick-upon-Tweed via Cockburnspath and Coldingham Moor. The path is also part of the North Sea Cycle Route (NSCR).

- **Midlothian Council – Accessibility Map – £10,000**

The grant was used by Midlothian council to produce their new 'Accessible Transport in Midlothian' booklet. This booklet is to be produced annually to bring together all the transport options for the disabled and 60+. Information within the booklet included: Community Bus Network, Dial-A-Bus, Dial-A-Ride, Ring & Go, Midlothian Taxicard, Blue Badge, Scotland-wide free bus travel, Railcards, Shopmobility schemes, Red Cross voluntary transport, low-floor bus routes, real time bus info, taxi operators and the facilities available on their vehicles, and so on. This booklet is to be a sister publication to the 'Midlothian Travel Map' which was also funded by the SEStran Sustainable and Active Travel Grant scheme 2011/12.

- **Jewel and Esk College (now Edinburgh College)– Electric Cars Grant –£25,000**

The grant was used by the College to build on the existing Edinburgh and Lothian's region EV project and deliver a new project in the Fife region. The project made six electric vehicles and charging points available to organisations in Fife. Data logging devices were installed into each vehicle to monitor and evaluate usage of transport activities. The project was managed and run by Jewel and Esk College (Edinburgh College) and new Fife partners were added to the existing EV partnership. These included; University of St. Andrews, Fife Council, Elmwood College and Wheel-Share, plus others.

- **Jewel and Esk College (now Edinburgh College) – Cycling campaign – £1,095**

This grant was used for additional bikes within the College's Bike Pool Scheme for the new academic year. The bikes can be used for work-related, or recreational activities. These are advertised at the beginning of each new academic session and an online booking system is currently being developed. Two additional bikes were purchased for the Midlothian Campus, including storage for both and protective clothing. Further promotional items purchased with the grant included; 20 winter cycling kits and four Dr Bike sessions due to their previous impact. Future ambitions include Commuter Training for staff.

- **Lothian and Borders Cyclists' Touring Club – £1,500**

The grant was used to cover costs incurred by the Livingston Bike Event (in conjunction with the Cycle Touring Club West Lothian, Friends of Froggy Park and West Lothian Council) on the 1st of September.

- **Falkirk Council – Cycle Parking at Falkirk Station– £5,240**

The grant was used for costs incurred by cycle storage improvements at Falkirk High and Polmont Station

- **QMU – Travel Planning Activities – £5,000**

The grant offer was used to update the existing Travel Plan and implement measures identified in the 2102 travel survey. Measures included: Fresher's week promotional materials, review of single occupancy car journeys and promotion of Tripshare, liaison meetings with public transport operators and cycle groups

- **Edinburgh Napier University – Sighthill cycle security – £1,952**

The grant offer was used to affix proximity card readers and electronic locks to the doors at the Sighthill campus. The readers link to the University access control system allowing staff and students to access with their pass or matriculation card. Linking to the current security system allow the areas to be securely monitored internally. The system also operates by itself, meaning that staff and students will not have to apply for keys.

- **Edinburgh Napier University – University Travel survey – £1,760**

The grant offer was used to support the University's Travel Survey work. A range of events and a wide range of communication methods were used to encourage staff and students to share information on their travel choices. The University also gained support from a range of organisations that were invited onto campus. These included; City Car Club, Energy Saving Trust, Lothian & Borders Police and others.

- **Clackmannanshire Council – Travel Plan Measures – £10,000**

The grant offer was used to implement the Council's travel plan and active travel measures for the centralisation of the Council offices to Kilncraigs. Initially this started with the installation of a barrier for the car share car park at the council buildings.

31. Urban Cycle Network 2012/13

At the October 2009 Partnership Board Meeting the 'Development of a Strategic Urban Cycle Network: A Strategy for Investment' document was approved. The strategy for investment was developed from a review of cycling provision in the main transport corridors; consultation with key stakeholders and a comprehensive best practice review. The strategy presents a series of general principles and recommendations to direct the development of a strategic cycle network across the SEStran area.

In the Urban Cycle Network Grant Scheme it was agreed that – 'For every £1,000 spent by the Local Authority, SEStran would contribute £400 of additional funding' from the approved Urban Cycle Network budget, to implement the projects identified within this document.

West Lothian Council – £20,000 – Extension of the A89 cycle track (Phase 1). The scheme forms part of a continuous route that, once completed, will allow cyclists and other non-motorised travellers to get from the west side of West Lothian at Blackridge to the West Lothian/Edinburgh border on a safe and direct traffic-free path. On its way through the district, the route passes through, or close to, many West Lothian communities and provides traffic-free access to numerous facilities including; shops, schools and places of employment.

Phase 1 of the project, which this bid relates to, extends the existing A89 cycle track from the former Bangour Village Hospital site west of Dechmont, to the entrance to Nellburn Path opposite Bents Cottages. From here, cyclists can now access the extensive Livingston path network, or travel on a temporary route through Deans Industrial Estate to join the cycle track on Deans Road and on towards Bathgate

32. SEStran Walking and Cycling Events 2012

The SEStran Megacycle 6th May 2012 – The SEStran Megacycle runs from Penicuik High Street to Musselburgh Racecourse through a route that avoids main traffic routes as far as possible, along 20 miles of the river Esk. All participants received a t-shirt, medal and “goody bag” containing fruit snacks and materials about cycling.

The event was opened by SEStran chair Cllr Russell Imrie. Over 500 people took part in the event in 2012, with a broad range of ages and levels of ability reflected among the participants

SEStran Two Capitals Cycle Ride, 17th June 2012 – 2012 saw the sixth Annual SEStran Two Capitals cycle ride. This successful event continues to run from Dunfermline Glen to Victoria Park in Edinburgh. This year, participation was close to 400 cyclists. Thanks are given to both of our nominated charities; Maggie’s Cancer Care Centres and Kingdom Kids. Both Maggie’s and Kingdom FM have assisted us by providing excellent coverage, support and promotion of the SEStran Two Capitals cycle ride.

Borders Walking Festival 2nd–8th September 2012 – SEStran joined Borders Council and Scottish Natural Heritage in backing the Scottish Borders Walking Festival 2012, to promote walking for health and as a form of transportation for shorter journeys.

The Festival, which is now in its 18th year, is held at a different location in the Borders annually. This year’s event, which was based in Eyemouth, attracted over 1,000 sign-ups.

SEStran sponsored the Festival as part of its commitment to encouraging sustainable forms of transportation; including walking, for public health and to reduce traffic congestion and car dependency.

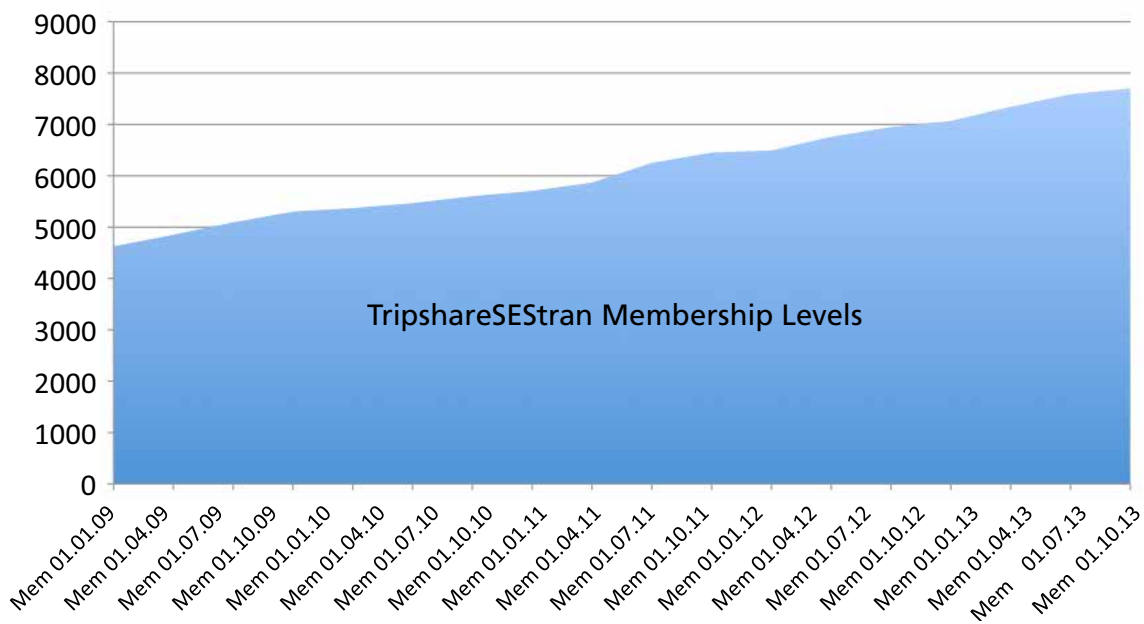
33. Car Sharing

TripshareSestran.com, launched on 24th October 2006 by the Minister for Transport, Tavish Scott MSP, is a free, web-based car-sharing scheme to link car drivers or passengers who are making similar journeys in South East Scotland and wish to share the costs. TripshareSestran.com also has features that allow taxi, cycling, and walking journeys to be matched.

SEStran is promoting car sharing to encourage more efficient use of vehicles on our roads, helping reduce congestion and pollution. As of 31st March 2013, there were over 7,800 members

of Tripshare SEStran and it is continuing to grow. Local Authority Partners within the SEStran Region benefit from the RTP financing and hosting the eight separate Local Authority sites that sit underneath the Tripshare SEStran banner. Through this hosting, each partner can monitor the impact of their individual sites and keep account of their member's carbon savings. Each partner also has the added benefit of regional promotion from SEStran. In 2012/13 SEStran promoted the regional schemes widely through events, press and radio.

TripshareSEStran.com is now one of the top public car sharing sites across the UK and is rapidly expanding with organisations such as NHS Lothian, Edinburgh Park, NHS Fife, Queen Margaret, Heriot-Watt and Scottish Water all contributing to the total membership.



34. Core Budget

SEStran's core budget provides for the day-to-day running costs of the Partnership including employee costs, premises costs, supplies and services. For 2012/13 approved expenditure was £463,730. Actual expenditure for the year was £460,023. A summary of the Core budget for 2012/13 is provided in the following table. The variances identified and explained in the table were discussed through budget monitoring arrangements and reported to the Board during the financial year.

The Scottish Government provided a grant of £261,000 towards core expenditure. SEStran received budgeted contributions from constituent Councils totalling £200,000 during 2012/13.

Revenue Core Budget

	Budget (£)	Actuals (£)
Employee Costs		
Salaries	296,775	291,242
National Insurance	25,678	25,651
Pension Fund	61,066	59,483
EU recharges	-175,000	-170,289
Training & Conferences	10,119	6,882
Interviews & Advertising	2,500	1,950
	221,138	214,920
Premises Costs		
Rent & Rates	19,534	19,988
Energy, Repairs, Ins., etc.	8,604	8,455
Cleaning	5,930	5,000
	34,068	33,443
Transport		
Staff Travel	10,000	9,591
	10,000	9,591
Supplies & Services		
Marketing	20,000	25,182
Comms & Computing	78,191	89,771
Printing, Stationery & General Office Supplies	17,772	16,869
Insurance	3,700	3,696
Equipment, Furniture & Materials	3,000	92
Miscellaneous Expenses	14,229	11,267
	136,892	146,878
Support Services		
Finance	25,100	23,555
Legal Services/HR	8,124	6,766
	33,224	30,321
Corporate & Democratic		
Clerks Fees	15,000	15,000
External Audit Fees	10,000	8,847
Members Allowances and Expenses	3,408	1,024
	28,408	24,871
Gross Expenditure	463,730	460,023
Funding		
Interest	-2,730	382
Scottish Government Grant	-261,000	-261,000
Council Requisitions	-200,000	-200,000
Total Funding	-463,730	-460,618
Net expenditure/(income)	0	-595

35. Website

As SEStran's "shop window" the website continues to play a key role in our communications. It is subject to a rolling programme of updates and improvements to ensure that it offers visitors quick and easy access to information about SEStran activities. Links to appropriate sites such as the SEStran Park & Ride Site, which mirrors the SEStran website livery, and related transport sites such as One-Ticket are prominently displayed on the SEStran homepage. We have also extended SEStran's online presence to include materials accessible through; Facebook, Twitter, LinkedIn, Pinster and YouTube.

We will continue to develop our online presence as opportunities arise in order to ensure that SEStran remains a clear and accessible voice on sustainable transportation.

The website was well used in 2012-13, with an average of 584 visitors per month. Just over 59% were new visitors, with just over 41% accessing the site directly. The majority were local or EU based, although the site is being accessed globally from 72 countries, of which the USA, Brazil, Turkey and India had the highest numbers of hits. Just under 90% of visitors accessed the projects and publications pages. Approximately 25% directly accessed the SEStran news releases and the Transport News Bulletin (TNB) pages.

SEStran continues to use electronic publication as our default option for economic and environmental reasons and all SEStran publications may be downloaded from the website as PDFs. A small stock of printed publications is also available from the SEStran office upon request.

36. Communications Strategy

SEStran's communications strategy remains the cornerstone of our communications and PR work. Key priorities are:

- Promoting the aims of the RTS;
- Encouraging behavioural change among the travelling public;
- Highlighting the aims of SEStran, as laid out in the RTS;
- Maintaining SEStran's position as a credible and authoritative voice on transport planning and delivery in South East Scotland.

Coverage is achieved through issuing press releases, statements and seeking new opportunities with media contacts. Relationships with the press are well established and opinion and platform articles which enable SEStran to promote its message directly to the public are regularly placed in the national and larger regional press. Increasingly social media is growing in importance and SEStran will continue to seek new ways to enhance our impact in this important arena for communications

SEStran continues to maintain and develop a library of high-definition images, which are obtained using our own in-house camera equipment as a cost-effective alternative to using commercial photography. SEStran now has a growing library of inexpensive copyright-free photographs to use at our discretion and make available to partner organisations. These will be made available for use without charge on the internet through Pinterest at SEStran's discretion.

SEStran is also making the design files for the successful SEStran Thistle Assistance Card available without charge from the website to local authorities who wish to develop similar schemes, to encourage adoption of the standardised symbols used with the card, in other regions.

We have continued to scale back our use of commercial advertising. Remaining commitments are solely towards key reference publications including; the region's telephone directories, the Scottish Chamber of Commerce Directory and the Edinburgh Chamber of Commerce diary. Otherwise, commercial advertising is not used.

However, commercial advertising is still considered on a case-by-case basis within specific projects, but only where dedicated funding is available within the project budget.

Our established suite of branded promotional materials is used to increase SEStran's public profile and highlight our activities. These continue to be supplemented by additional materials developed as part of European partnership projects which SEStran is involved in. These have been acquired at a reduced cost to SEStran. We maintain the capability to mount a presence at two events simultaneously and the flexibility to ensure that the materials available are carefully targeted towards any particular audience.

37. Media Penetration Statistics

SEStran continues to maintain a policy of proactive media engagement. We currently have four verified media spokespersons, ensuring that we have the flexibility to respond to press enquiries at all times.

Between April 2012 and March 2013 we issued 12 media releases and received 75 media enquiries. Approximately 52 of these resulted in coverage, ranging from direct interviews with the press to use of a quotation. The pattern of media hits in any given month closely reflects SEStran activities and the current news agenda, as it relates to transport issues within the region.

Partnership working with media organisations has continued to have a significant impact upon our media profile. Kingdom FM continues to be a valued partner in the annual SEStran Two Capitals Cycle Ride, together with Maggie's Cancer Centres as the key designated charity. A team of Kingdom FM broadcasters now regularly participate in the ride. This provides us with extensive, cost-free, media coverage in the run-up to the event, including regular mentions by the participating broadcasters while on-air. This is undoubtedly contributing towards the steady increase in participation on the SEStran Two Capitals Cycle Ride and has also contributed towards a significant rise in the number of radio media hits during that period in the year, as can be seen in the table below.

Points to note about the table:

- The tables below have been compiled using the daily or weekly circulation figures for the publications indicated and the Rajar figures (i.e. listenership and viewership) for the broadcasters. These do not reflect actual readership levels of a publication, or the number of times a radio or television clip may be used throughout the day. For example, circulation of the Scotsman is approximately 31,326 but estimated daily readership is 124,000 (not counting online readership), of whom approximately 62% live within the SEStran region. Material from a single radio or television interview provides copy and audio that will be used anything from one to six times throughout the day, reaching a slightly different audience each time. Therefore our overall media reach is likely to be higher than indicated by the statistics.

- Broadcast interviews commonly furnish 2-3 quotes for news broadcast purposes, but for statistical purposes we are counting each interview as only a single media hit.
- Online outlets assess their circulation on the basis of daily database hits. The average daily access count to the relevant database is included here.
- Where National publications have covered SEStran stories an indication of the percentage of readership in the SEStran region is given. National or quasi-national broadcasters (e.g. Real Radio) do not break down their listeners/viewers on a regional basis, therefore the total figures have been included, expressed separately from the overall broadcast figures.
- Online news services and online versions of local newspapers offer a variable level of accessibility in terms of archival searching. The levels of coverage indicated should be viewed as reflecting a minimum level of media penetration.
- Use of Press Releases by specialist websites, local councils, public and business bodies, voluntary organisations, pressure groups and private users are not included, as we no capacity to monitor coverage at this level. All hits logged are confined to the public commercial media only.

Month	Hits	Outlets	Audience Reach	Area Impact
April	4 Hits 2 Print 1 Radio 1 Online	Radio Forth, EEN, Midlothian Advertiser, BBC Online	Print : 41,636 B'cast : 550,000 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	Edinburgh, Midlothian, (BBC Online – Edinburgh, Lothians & Fife)
May	9 Hits 6 Print 3 Radio	EEN, Midlothian Advertiser, East Lothian Courier, E Lothian News, Fife Today, Dunfermline Press, Kingdom FM, Radio Forth, Borders Radio	Print :120,995 B'cast : 739,498	Edinburgh, Fife, Dunfermline, Midlothian, East Lothian, Borders
June	10 Hits 6 Print 3 Radio 1 Online	Radio Forth, Kingdom FM, Central FM, Fife Today, Dunfermline Press, Dundee Courier, Fife Free Press, Borders Today, EEN, BBC Online,	Print :180,271 B'cast :722,498 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	Edinburgh, Lothians, Fife, Borders, Dundee, National, (BBC Online – Edinburgh, Lothians & Fife)
July	6 Hits 5 Print 1 Online	Scotsman,LTT, BBC Online, Edinburgh Chamber of Commerce, Disable Magazine, Third Force News	Print : 146,326 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	Regional, National, Specialist (BBC Online – Edinburgh, Lothians & Fife)
Aug	4 Hits 2 Print 1 Radio 1 Online	Radio Borders, Borders Telegraph Peebleshire News, BBC Online	Print : 10,100 B'cast : 59,000 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	Borders, Regional, National (BBC Online – Edinburgh, Lothians & Fife)
Sept	4 Hits 2 Print 1 Radio 1 Online	Radio Forth, EEN, Peebleshire News, BBC Online	Print : 40,739 Broadcast : 602,498 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	Regional, National, Borders (BBC Online – Edinburgh, Lothians & Fife)

Oct	Nil				
Nov	5 Hits 2 Print 2 Radio 1 Online	Scotsman, Radio Forth, KingdomFM, BBC Online, Scotland Europa	Print : 36,326 B'cast : 602,498 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	Edinburgh, National, Regional, Fife, Specialist (BBC Online – Edinburgh, Lothians & Fife)	
Dec	5 Hits 3 Print 1 Radio 1 Online	EEN, LTT, BBC Online, Kingdom FM, Central FM, Fife Today,	Print: 114,384 Broadcast: 120,000 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	National, Edinburgh, Fife, W Lothian, Clacks	
Jan	Nil				
Feb	3 hits 2 Print 1 Radio	Kingdom FM, Fife Today, Dumfermline Press	Print : 63,929 Broadcast : 78,000	Regional, Local	
Mar	2 Hits 1 Print 1 Radio	Dundee Courier, Central FM	Print:56,243 Broadcast : 42,000	Regional, Local	



38. Events

SEStran participates selectively in specialist and public events, where these will highlight our work or encourage sustainable transportation choices among the travelling public. Participation ranges from; providing a speaker; mounting an exhibition stall or providing SEStran materials for distribution in delegate packs at professional transport events, to supporting public events; partially or completely branding them or furnishing materials exhibition stalls or speakers as appropriate.

Events are carefully selected on the basis of the impact they will have to promote SEStran's aims and objectives.

In 2012/13 SEStran continued to sponsor and develop two well established branded cycling events; the 2 Capitals Cycle Ride from Dunfermline to Edinburgh and the SEStran Megacycle from Dalkeith to East Lothian. Almost 400 participants took part in the SEStran Two Capitals Cycle Ride, while the SEStran Megacycle topped 500 participants. Both events contribute towards our drive to promote cycling as a form of transportation for shorter journeys and for improved health.

SEStran also supported the Borders Walking Festival; one of Scotland's longest established walking events, now in its 18th year, for the second year running. Branding the event materials and website heavily and with several of the community and urban based walks designated as "SEStran walks". We anticipate making the Festival more closely identified with SEStran objectives as our involvement with the event continues.

We will pursue further opportunities to participate in and originate relevant events and campaigns where these can make a significant and cost-effective contribution towards achieving the goals outlined in the RTS.

39. Promotion of sustainable transport

SEStran has heavily promoted public and sustainable transport during 2012/13.

Initiatives have included:

- Sponsorship of the SEStran Two Capitals Cycle Ride during National Bike week. This resulted in almost 400 participants
- The fourth year of the SEStran Megacycle. The event resulted in over 500 cyclists participating
- Various radio and print advertising for both of SEStran's Cycling events
- Competition prize draw for National Liftshare day and Tripshare SEStran's 5th Birthday
- Tripshare SEStran Sponsorship of Forth One's Jambusters local traffic updates
- Sponsorship of the Scottish Borders Walking Festival
- Sponsorship of all-abilities events held as part of the Tweedlove Borders Cycling Festival
- Match funding the Edinburgh College Electric vehicle project and provision of support.
- Promotion and distribution of the SEStran Thistle Assistance card, with encouragement of duplication of the scheme by making the design files available without charge

- Exhibiting at freshers fairs at QMU and Edinburgh University
- Exhibiting at: Cycling Scotland Pedal for Scotland event, Cycling, Walking & Connecting Communities event, ACT Travelwise Annual Conference

40. Equalities

SEStran is committed to ensuring that our aims and objectives are communicated to all members of the community effectively and that everyone has equal access to our publications, in line with the SEStran Equalities Scheme.

Our general information leaflet is available for download from the SEStran website in a range of languages, chosen to reflect those most frequently requested throughout the local authorities within the partnership area. A translation of any document can be provided on request, in any additional language, or in large type, Braille, or recorded format, as required.

The SEStran website has been professionally assessed for accessibility to users with visual difficulties and recommendations for improvements have been incorporated into the schedule for ongoing site development. We will continue to strive to ensure that our website is accessible to all members of the community.

SEStran continues to regularly audit publications to ensure that the images employed give equal emphasis to men and women, ethnic minorities and people with disabilities. We will continue to seek opportunities to participate in events designed to promote equal opportunities, and seek to ensure that all of our communications work is inclusive and reflects the diversity of Scottish society.

41. European Projects

In November 2012 SEStran, in partnership with West Flanders development agency POM, held a second Business to Business following up on the original Business to Business meeting held in Brussels in November 2011, aimed at encouraging stakeholders on both sides of the North Sea to use the Rosyth – Zeebrugge freight ferry service.

The event, which has direct relevance for SEStran's EU partnership freight projects, was held at Surgeon's Hall in Edinburgh. A range of stakeholders from Scotland and Europe attended and were addressed by a range of speakers including the Transport Minister. The event was reported in the regional and transport specialist media.

SEStran Programme Manager, Ian Mathie also attended a range of meetings relating to several European projects including; Foodport, i-Transfer and Lopinod.

42. 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 October 2010 by virtue of The Public Services Reform (Scotland) Act 2010 (Commencement No.2) Order 2010 (S8I 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

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

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.

43. Capital Programme

Approved Capital Programme 2010/11 to 2014/15

The capital Programme included in the approved Business Plan for 2012/13 to 2014/15 as approved by the board.

Expenditure	2010/11	2011/12	2012/13	2013/14	2014/15	Total
RTPI – East Lothian	188	506	–	127	205	1,025
RTPI – Scottish Borders	93	252	–	115	51	512
RTPI – Fife	112	330	145	81	–	667
RTPI – West Lothian	–	217	452	–	–	668
RTPI – SWESTRANS	–	–	–	150	100	250
PM	–	45	50	80	30	205
Total Expenditure	393	1,349	647	553	386	3,328
Funding – EU	2010/11	2011/12	2012/13	2013/14	2014/15	Total
RTPI – East Lothian	75	202	–	51	82	410
RTPI – Scottish Borders	37	101	–	46	20	205
RTPI – Fife	45	132	58	32	–	267
RTPI – West Lothian	–	87	181	–	–	267
RTPI – SWESTRANS	–	–	–	60	40	100
PM	–	18	20	32	8	78
Total EU Funding	157	540	259	221	151	1,327
Funding – SEStran	2010/11	2011/12	2012/13	2013/14	2014/15	Total
RTPI – East Lothian	113	303	–	76	123	615
RTPI – Scottish Borders	56	151	–	69	31	307
RTPI – Fife	67	198	67	49	–	380
RTPI – West Lothian	–	–	–	–	–	–
RTPI – SWESTRANS	–	–	–	–	50	50
PM	–	27	50	38	32	147
Total Funding – SEStran	236	680	117	232	236	1,500
Funding – Councils	2010/11	2011/12	2012/13	2013/14	2014/15	Total
RTPI – East Lothian	–	–	–	–	–	–
RTPI – Scottish Borders	–	–	–	–	–	–
RTPI – Fife	–	–	–	–	–	–
RTPI – West Lothian	–	130	271	–	–	401
RTPI – SWESTRANS	–	–	–	100	–	100
PM	–	–	–	–	–	–
Total Funding – Councils	–	130	271	100	–	501
Total Funding	393	1,349	647	553	386	3,328

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.

44. Revenue Budgets 2013/14

Core Revenue Budget

The approved core revenue budget for 2013/14 is contained in the table below with indicative figures for 2014/15. These will be subject to annual review and approval by the board, modified as necessary, in advance of the financial years concerned.

Proposed Core Revenue Budget 2013/14 to 2014/15

	Approved Budget 2013/14 £000	Indicative Budget 2014/15 £000
Employee Costs		
Salaries	299	317
National Insurance	25	27
Pension Fund	60	66
Recharges to EU Projects	-154	-152
Recharge to RTPI – Capital	-30	-30
Training & Conferences	10	10
Interviews & Advertising	2	2
	212	240
Premises Costs		
Rent and Rates	21	20
Energy, Repairs, Insurance	8	8
Cleaning	6	6
	35	34
Transport		
Staff Travel	10	10
Supplies and Services		
Marketing	20	20
Communications & Computing	81	78
Printing, Stationery & General Office Supplies	18	18
Insurance	4	4
Equipment, Furniture & Materials	3	3
Miscellaneous Expenses	20	15
	146	138
Support Services		
Finance	25	25
Legal Services/HR	7	8
	32	33

	Approved Budget 2013/14 £000	Indicative Budget 2014/15 £000
Corporate & Democratic		
Clerks Fees	15	15
External Audit Fees	10	10
Members Allowances and Expenses	3	3
	28	28
Total Gross Expenditure	463	483
Funding:		
Interest receivable	0	-3
Scottish Govt. Grant	-266	-280
Council Requisitions	-200	-200
Total Funding	-466	-483
Net Core Expenditure/(Income)	-3	-



Revenue Projects Budget

The approved revenue projects budget for 2013/14 is contained in the table below

Revenue Projects Budget 2013/14	£000s	£000s
EU Projects – Gross Expenditure		
Food Port	42	
Lo Pinod	37	
I Transfer	37	
Weastflows	25	141
EU Projects – Staff Recharges		
Food Port	49	
Lo Pinod	50	
I Transfer	40	
Weastflows	15	154
Sustainable Travel		130
Revenue Budget Earmarked for RTPI		222
Other Projects		
Rail/ Bus Advice	20	
Project Management	10	
SDP/ LDP	10	
RTS Monitoring	5	
Term Commission Management	1	
Urban Cycle Networks	70	
Equalities Actions Forum	10	126
Interest Payable		3
EU Projects – Grant Income		
Food Port	-45	
Lo Pinod	-43	
I Transfer	-38	
Weastflows	-20	-146
Other Income		
Scottish Government	-516	
One Ticket	-13	
Urban Cycle Networks	-50	
SESplan recharge	-48	-627
Net Expenditure		3

Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values	
1.1 to maintain and improve labour market accessibility to key business/employment locations	Public transport labour market catchment for the following key regional employment centres:	% SEStran Working Age population within 30 mins/60mins (2007) of.....		30 mins	60 mins
		Edin City Centre	October 2008 PT Services	34%	75%
		Gyle and Edin Park		37%	76%
		Edin Airport		12%	57%
		Livingston		12%	41%
		Glenrothes		9%	28%
		Leith		20%	52%
		Edinburgh Royal Infirmary		24%	49%
		SAC Bush Estate/Science Park		11%	40%
1.2 to maintain and improve connectivity to the rest of Scotland, the UK and beyond	Number of direct rail and coach/bus services per day.	Number of direct coach services between the main SEStran settlements (Traveline)	Feb 2009	1,484	
		Number of direct coach services to the major Scottish settlements (Traveline)	Feb 2009	493	
		Number of direct coach services to the major non-Scottish settlements	Feb 2009	19	
		Number of direct rail services between the main SEStran settlements (RailPlanner)	Nov 2008	616	
		Number of direct rail services to the major Scottish settlements (RailPlanner)	Nov 2008	511	
		Number of direct rail services to the major non-Scottish settlements (RailPlanner)	Nov 2008	155	
	Number of domestic and international flight destinations.	Number of domestic/international destinations (BA Edinburgh Airport)	Feb 2009	26	63
1.3 to support other strategies, particularly land-use planning, and economic development		Not possible to systematically monitor			

Appendix 1 – RTS Monitoring of Key Objectives

				Year 5 Date	Values				Change from base				Targets	
					30 mins	60 mins				30 mins	60 mins			
				July 2013 PT Services	34%	75%				0%	-1%			+10% for these key regional employment centres +3% in 5 years +10% over 15 years any others that may emerge
					36%	78%				-1%	2%			
					9%	54%				-3%	-3%			
					13%	48%				1%	7%			
					9%	26%				0%	-2%			
					19%	50%				-1%	-1%			
					21%	50%				-3%	0%			
					11%	35%				1%	-4%			
				Aug-13	1,441					-43				Aim to increase connectivity
				Aug-13	566					73				
				Aug-13	21					2				
				Aug-13	774					158				
				Aug-13	667					156				
				Aug-13	182					27				
				Aug-13	23	95				-3	32			

Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values		
1.4 to reduce the negative impacts of congestion, in particular to improve journey time reliability for passengers and freight	Annual change in Scottish Government's Trunk Road Local Congestion Monitoring results for SEStran sites (time lost per annum – hours)	Forth Bridge approaches	STS 27 Table 6.8, 2007 values			
		Site 1 -A92 Cowdenbeath Jcn and M90 Junction 4 to Forth Bridge (NB) (SB)		2		
		Kincardine Bridge approaches		3		
		Site 2 – A977 (Gartarry Rbt) A985 (Inch Fm Cott) and A876/M876 to M9 Junction 7 (NB) (SB)		8		
		Edinburgh		11		
		Site 3 – A1 – Macmerry to junction with A720 (NB) (SB)		2		
		Site 4 – A720 City Bypass – between juncs with A1 and M8 (EB) (WB)		2		
		Site 5 – M9 – from M8 junc at Claylands to M9 Spur (NB) (SB)		9		
		Edinburgh/Glasgow		10		
		Site 6 – A8/M8 – Baillieston to Hermiston Gait (EB) (WB)		4		
				7		
				6		
				6		
	Car availability	% of 0, 1 ,2 ,3+ car owning households	2005/2006 SHS	31%	46%	
	Car driver/passenger mode share	Mode share for travel to work		59%	6%	
Frequency of driving in congestion for those who drive at least weekly	less than once a month	20%				
	once a month to 1/2 times a week	22%				
	more than 3 times a week	16%				
Car driver trips reportedly affected by congestion between 0700 and 0900		2005/2006 Travel Diary Analysis	22%			
Level of concern about traffic growth	% very or quite concerned	2005/2006 SHS	59%			
2.1 to improve access to employment	Hansen employment measures	Average 'Hansen' access to employment measure for all areas with high JSA claimants (low number = poor access)	October 2008 PT services	129,138		



Appendix 1 – RTS Monitoring of Key Objectives

				Year 5 Date	Values				Change from base				Targets		
				STS 31 Table 5.8, 2011 values	8					6				Stabilise (after five years) and reduce (after 15 years) time lost due to congestion across the SEStran trunk road network (through non trunk road interventions)	
					11					8					
					1					-7					
					1					-10					
					2					0					
					2					0					
					8					-1					
					8					-2					
					6					2					
					8					1					
					9					3					
					6					0					
20%	4%					2011/2012 SHS	30%	43%	22%	5%	-1%	-3%	2%	1%	Monitor annually
				61%	5%					2%	-1%				-2% in 5 years; -6% over 15years
				0%						-20%					Aim to reduce
				0%						-22%					
				0%						-16%					
				2007/2008 Travel Diary Analysis	22%					0%					Aim to reduce
				2009/2010 SHS	52%					-7%					Aim to reduce
				July 2013 PT services	127,693					-1,445					For the 15% of datazones with the highest levels of Job Seekers Allowance claimants, improve access (by public transport) to employment by an average of at least 10% (3% after five years, 10% after 15).

Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values			
2.2 to improve access to health facilities	Non-car owning households & access to health	% of Non-car owning households (Census 2001) who have no public transport access or can not access any hospital within 60 mins public transport journey	October 2008 PT services				
		Weekday 7-10am,		3.6%			
		Weekday 10am-4pm		3.8%			
		Weekday 7-11pm,		4.3%			
		Sunday 7am-7pm		4.4%			
		% of Non-car owning households who have no public transport access or can not travel within 60 mins by public transport (Weekday 7-10am) to ...		October 2008 PT services			
		Borders General Hospital			96.3%		
		Dunfermline Queen Margaret			61.8%		
		Victoria Hospital Kirkcaldy			42.9%		
		Edinburgh Western General Hospital			37.4%		
		Royal Hospital for Sick Children Edinburgh			42.9%		
		Edinburgh Royal Infirmary			47.4%		
		St Johns Hospital Livingston			60.9%		
		Falkirk & District Royal Infirmary (*removed 2012)			51.6%		
Stirling Royal Infirmary (*removed 2012)	86.6%						
Dumfries & Galloway Infirmary	100%						
Perth Royal Infirmary	100%						
Dundee Ninewells Hospital	97.0%						
Forth Valley Royal Hospital (*added 2012)							
Frequency of using a car to visit GPs	"Always use a car"	2005/2006 SHS	57%				
Ease of access to GPs without a car	"Fairly difficult or very difficult"		51%				
2.3 to improve access to other services, such as retailing, leisure and education	Proportion of non car owning households: access to retail, leisure and education	% of Non-car Owning Households (Census 2001) who have no public transport access or live further than 45 minutes (Public Transport) from Key Services	October 2008 PT services				
		Colleges (7-10 am)		6.0%			
		Universities (7-10 am)		33.1%			
		Leisure (swimming pools) (10 am – 4 pm)		0.6%			
		Job Centres (10 am – 4 pm)		2.1%			
		Retail (10 am – 4 pm)					
		Primary Centres		47.3%			
		Major Centres, Metropolitan Towns		59.4%			
		Regional Towns		67.5%			
		Urban Centres		35.7%			
		Local Centres		8.6%			
		Rural Centres		35.1%			
		Factory Outlet Centres		36.2%			
		Fashion Parks, Retail Parks and Supermarkets		8.6%			
		% finding it easy ('very easy' or 'fairly easy') to not use a car for accessing various services (2005/2006 SHS)		2005/2006 SHS			
		Ease of no car for – small shopping			55%		
		Ease of no car for – supermarket shopping			19%		
		Ease of no car for – town shopping			35%		
		Ease of no car for – evening leisure			25%		
Ease of no car for – visit friends/relatives	20%						
Ease of no car for – GP	39%						
Ease of no car for – library	37%						

Appendix 1 – RTS Monitoring of Key Objectives

				Year 5 Date	Values	Change from base	Targets		
				July 2013 PT services	3.3%	-0.3%	Reduce the proportion of zero-car households with poor access (>60 minutes travel by public transport) to defined key hospitals by 50% over the period of the RTS (15% after five years).		
					3.9%	0.1%			
					4.8%	0.5%			
					4.5%	0.1%			
				July 2013 PT services	95.9%	-0.4%			
					58.5%	-3.3%			
					44.4%	1.5%			
					43.6%	6.1%			
					44.4%	1.5%			
					47.1%	-0.3%			
					69.0%	8.1%			
					n/a				
					n/a				
					100%	0.0%			
					99.7%	-0.3%			
				97.7%	0.7%				
				79.0%					
				2007/2008 Travel Diary Analysis	57%	0%	Aim to reduce		
					51%	0%			
				July 2013 PT services	8.1%	2.1%	Reduce the proportion of zero-car households with poor access (>45 minutes travel by public transport) to defined further education colleges, job centres and regional shopping centres by 20% over the period of the RTS (7% after five years).		
					33.6%	0.5%			
					0.8%	0.2%			
					3.1%	1.0%			
					47.0%	-0.3%			
					60.2%	0.8%			
					67.7%	0.2%			
					36.7%	1.0%			
					9.2%	0.6%			
					36.8%	1.7%			
					34.7%	-1.5%			
					6.9%	-1.7%			
					na				Aim to increase

Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values		
2.4 to make public transport more affordable and socially inclusive	DDA compliant routes (running with low floor buses)	DDA compliant buses (low floor)	TAS Bus Quality Study	59.30%		
	SHS % of people stating "bus/train fares good value"	% of Adults (16+) who used a bus service in the past month and found the bus fares good value (2005/2006 SHS)	2005/2006 SHS	69%		
		% of Adults (16+) who used a train service in the past month and found the rail fares good value (2005/2006 MVA SHS Analysis)	2005/2006 SHS Analysis	52%		
	Use of concessionary fares	% of Adults aged 60 and over – possession of concessionary fare pass, and use in the past month (2005/2006 SHS)	2005/2006 SHS	58%		
3.1 to contribute to the achievement of the UK's national targets and obligations on greenhouse gas emissions	Change in traffic levels	Traffic on all roads in SEStran area	STS 27 (2008)			
		million vehicle km	2001	11,048		
		million vehicle km	2007	12,309		
		% of target year		111%		
	Change in petrol and diesel consumption	Petrol and diesel consumption of road vehicles in SEStran area				
		thousands of tonnes	2002	804		
		thousands of tonnes	2006	754		
% of target year		94%				
3.2 to minimise the negative impacts of transport on natural and cultural resources		Not practical to systematically monitor				
3.3 to promote more sustainable travel	SHS modeshare figures	Usual method of travel to work (Walk, Bicylce, Bus, Rail)	2005/2006 SHS	14%	2%	
		Usual main method of travel to school: 2005 and 2006 (Walk, Car, Bicycle, Bus)		55%	19%	
		Number of occupants if mode was car driver (including driver)	2005/2006 Travel Diary	13%		
		Use of local bus services in the previous month (not used in past month)	2005/2006 SHS	51%		
		Use of local train services in the previous month (not used in past month)		83%		
		Mode used for all purpose journeys (car passenger, bus, train, taxi, walk or cycle)	2005/2006 Travel Diary	14%	12%	
	Number of car club members and Number of trips made through Liftshare	Number of Members (as of Feb 2009)	Feb 2009 Liftshare	5,034		
		Mileage savings (miles) – scheme to date		2,174,263		
		CO2 savings (tonnes) – scheme to date		665		
		Journeys registered		4,809		
		Journeys where contact was made		1,520		
Rail station use	Passengers entries/exits to all SEStran stations	STS 27 (2008) – 2006/07 figs	26,924,094			

Appendix 1 – RTS Monitoring of Key Objectives

				Year 5 Date	Values				Change from base				Targets
					na								By, or before the end of the RTS, seek to ensure that all DDA requirements regarding accessible buses and other RTS measures are met. Seek to influence national policy in relation to the procurement of bus services if necessary to meet other RTS targets.
				2011/2012 SHS	62%				-7%				Identify and address high fare 'anomalies' in the SEStran area by reducing fares on selected routes (after five years); and achieve an overall real-terms reduction in fares by the end of the RTS period, relative to 2007 (after 15 years).
				2011/2012 SHS	61%				3%				Return to 2001 traffic levels by 2021
				STS 31 (2012)									
				2001	11,048								
				2010	11,959				-350				
					108%				-3.2%				
				2002	804								Help achieve the Scottish Executive's emissions targets
				2010	791				37				
					98%				5%				
14%	3%			2011/2012 SHS	15%	3%	12%	3%	1%	1%	-2%	0%	Aim to increase
1%	23%				56%	23%	2%	18%	1%	4%	1%	-5%	
				2007/2008 Travel Diary	13%				0%				
				2011/2012 SHS	50%				-1%				
					74%				-9%				
2%	1%	16%			na	na	na	na					Aim to increase
				September 2012 Liftshare	7,997				2,963				Aim to increase
					10,091,220				7,916,957				
					3,323				2,658				
					7,988				3,179				
					3,666				2,146				
				ORR 2011/12 figs	35,954,692				9,030,598				Aim to increase

Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values	
3.4 to reduce the need to travel	Annual trip rate (per local authority?), number of teleworking and teleshopping (per local authority?)	11% adults work from home	2005/2006 SHS	11%	
	Annual trip rate (per local authority?), number of teleworking and teleshopping (per local authority?)	1.54 – motorised trip rate	2005/2006 Travel Diary	1.54	
3.5 to increase transport choices, reducing dependency on the private car	Frequency of driving, households living within 6 mins walk time to the nearest, convenience and quality of public transport, frequency of travelling by bus/ train in the evening	% of adults drive every day	2005/2006 SHS	40%	
		% of SEStran residents live within 6 minutes walk from a bus stop		88%	
		% live 6 minutes walk from a bus stop with more than 3 buses an hour service		45%	
		% find public transport either 'very convenient' or 'fairly convenient'		86%	
		% find public transport good		23%	
		% of car/van commuters could have used public transport instead		47%	
	% never travel by train and % never travel by bus in the evenings	SHS Random Adult 2005/2006	70%	83%	
4.1 to improve safety (reducing accidents) and personal security	Number of KSI casualties, child, pedestrian and cyclist KSIs	% Reduction in Child KSIs and All Ages KSIs from the 1994-98 average			
		Child KSIs	Road Casualties Scotland 2006 Edition		
		Trunk roads		-50%	
		Local Authority roads		-34%	
		All roads		-34%	
		All Ages KSIs			
		Trunk roads		-7%	
		Local Authority roads		-26%	
	All roads	-25%			
	Perception of safety on public transport from Scottish Household Survey	Perception of safety on public transport from Scottish Household Survey	% of Adults (16+) who used a local bus service in the past month felt safe and secure on the bus	2005/2006 SHS	89%
% of Adults (16+) feel very safe or fairly safe from crime when traveling by bus in the evenings			62%		
% of Adults (16+) feel very safe or fairly safe from crime when traveling by train in the evenings			48%		

Appendix 1 – RTS Monitoring of Key Objectives

				Year 5 Date	Values				Change from base				Targets
													Aim to increase
													To stabilise and reduce the number of trips per person per year made using motorised modes, by 5% over the period of the RTS (1.5% after five years).
				2011/2012 SHS	42%				2%				Aim to reduce
													Aim to increase
													Aim to increase
					86%				0%				Aim to increase
													Aim to increase
													Monitor annually
												Aim to increase	
													By 2010, to cut killed and seriously injured (KSI) casualties by 40% and child KSIs by 50% from a 1994-98 base.
				Road Casualties Scotland 2011 Edition	-75%				-25%				
					-67%				-33%				
					-67%				-33%				
					-59%				-52%				
					-48%				-22%				
					-50%				-25%				
				Reported Road Casualties Scotland 2011	132				-40				Over the period of the strategy, a 20% reduction (7% after five years) in pedestrian and cyclist KSIs
					51								
				2007/2008 SHS	86%				-3%				Over the period of the strategy, a five percentage point improvement in the perception of the safety of travel by bus in SEStran (currently around 85%)
					60%				-2%				
					51%				3%				

Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values
4.2 to increase the proportion of trips by walk/ cycle	Number of bikes in households, trips by bike and on foot by purpose from SHS data	% of households have bike(s) available	2005/2006 SHS	35%
		% of Adults (16+) walked at least 1 day in previous 7 days as a means of transport (i.e to go somewhere eg work, shopping or friends)		57%
		% of Adults (16+) cycled at least 1 day in previous 7 days as a means of transport (i.e to go somewhere eg work, shopping or friends)		3%
		% of Employed adults (16+) travel to work on foot		14%
		% of Employed adults (16+) travel to work by bike		2%
4.3 to meet or better all statutory air quality requirements	Number of sites exceeding National Air Quality Standards / no of Air Quality Management Area (AQMA) in SEStran; annual increase in traffic		Scottish Air Quality Statistics 2008	1. Edinburgh AQMA No.1 NO2
				2. Edinburgh AQMA No.2 NO2
				3. Falkirk – Grangemouth AQMA SO2
				4. Midlothian Pathhead AQMA PM10
				5. Fife Bonnygate/ Cupar AQMA



Appendix 1 – RTS Monitoring of Key Objectives

				Year 5 Date	Values	Change from base	Targets
				2011/2012 SHS	38%	3%	Targets for mode share (see objective 1.4); in addition, over the period of the strategy, a 5% point increase in walking and cycling mode share for all trips, SEStran wide (1.5% after five years).
					70%	13%	
					5%	2%	
					15%	1%	
					3%	1%	
				Scottish Air Quality Statistics 2012	1. Edinburgh AQMA No.1 Declared for: Nitrogen dioxide		To contribute to meeting these requirements by 2010 or before
					2. Edinburgh AQMA No.2 Declared for: Nitrogen dioxide		
					3. Edinburgh AQMA No.3 Declared for Gt Junction St for Nitrogen Dioxide		
					4. Edinburgh AQMA No.4 Declared for Glasgow Road for Nitrogen Dioxide		
					5. Edinburgh AQMA No.5 Declared for Inverleith Road for Nitrogen Dioxide		
					4. Falkirk – Grangemouth AQMA Declared for: Sulphur dioxide		
					5. Falkirk – Banknock & Haggs AQMA Declared for: Nitrogen dioxide		
					6. Falkirk – AQMA No.1 Declared for: Nitrogen dioxide		
					7. Falkirk – AQMA No.2 Declared for: Nitrogen dioxide		
					8. Falkirk – PM10 AQMA Declared for: PM10		
					9. Fife, Bonnygate area of Cupar declared as an AQMA		
					10. Fife, Appin Crescent declared for Nitrogen Dioxide		
					11. Midlothian Pathhead AQMA Declared for: PM10		
				12. West Lothian Broxburn AQMA declared for: PM10			
				13. West Lothian Broxburn NO2 AQMA declared for: NO2			



Appendix 1 – RTS Monitoring of Key Objectives

Single Outcome Indicators	Scottish Borders	Clack-mannanshire	Edinburgh	East Lothian	Falkirk	Fife	Midlothian	West Lothian	RTS Monitoring Table Ref.
Households with daytime access to a regular public transport service (bus only)	✓								3.5.2
The number of people killed, seriously and slightly injured in road accidents	✓		✓		✓	✓	✓	✓	4.1a.1
The number of children killed, seriously and slightly injured in road accidents	✓		✓	✓		✓			4.1a.1
The number of pedestrian and cyclist casualties in road accidents	✓								4.1a.2 4.1a.3
Number of motorcyclist killed or injured on road accidents	✓								-
Mode share (car, car as a passenger, active travel, public transport) for all journeys		✓							3.3a.7 *
Mode share (car, car as a passenger, active travel, public transport) for journey to work				✓	✓		✓		3.3a.1
Percentage of children walking or cycling to school		✓		✓	✓	✓			3.3a.2
Proportion of driver journeys delayed due to traffic congestion				✓					1.4b.4
Traffic on trunk roads and local authority roads			✓	✓					3.1a.1
Percentage of economically active adults using that can access employment centers within 30mins/1hour by public transport			✓						1.11.2
Use of Entitlement Cards – over 60s % of those qualified who have a card	✓								2.4b.3



Appendix 2 – Total Expenditure on Regional Projects by Partnership Authorities

	2012/2013	
	Approved Budget £'000	Forecast £'000
Councils		
Clackmannanshire	–	–
Edinburgh	553	553
Falkirk	5	5
East Lothian	–	–
Fife	3,552	3,552
Midlothian	–	–
Scottish Borders	45	45
West Lothian	236	236
Total Expenditure		£4,391

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

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
3 October 2013

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



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

Year ended 31 March 2013

1) Public Relations

Supplier	External costs – invoiced (net)	Internal Staff Costs	Supplier Total	Comments
In-House Communications		£43,030	£43,030	
Bauer Radio	£190			
Bauer Radio	£2,833			
Bauer Radio	£1,083			
Bauer Radio	£1,396			100% recovered from One Ticket
Bauer Radio	£366			100% recovered from One Ticket
Bauer Radio	£1,083			
Bauer Radio	£1,917			
Bauer Radio	£1,873			
Bauer Radio	£937			
Bauer Radio	£2,833			
Bauer Radio	£2,833		£17,345	
Borderevents.com	£145			
Borderevents.com	£145			
Borderevents.com	£145		£435	
BT	£285		£285	
Craven Publishing	£595		£595	
DC Publishing Ltd	£330		£330	
Distinctive Publishing	£300			
Distinctive Publishing	£995		£1,295	
Edmonds UK	£800		£800	
Eyemouth Town Community Council	£4,000		£4,000	
Falkland Stewardship Trust	£2,500			
Falkland Stewardship Trust	£750		£3,250	
Hillside Outside Ltd	£2,000		£2,000	

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Kingdom FM	£1,800		£1,800	
Links Design	£4,053			
Links Design	£1,520			
Links Design	£70			
Links Design	£50			
Links Design	£195			50% funded by ERDF (Weastflows)
Links Design	£158			50% funded by ERDF (Lo Pinod)
Links Design	£200			
Links Design	£2,647			
Links Design	£158			50% funded by ERDF (I Transfer)
Links Design	£40			
Links Design	£300		£9,390	
Panache	£77		£77	
Paths for All	£70		£70	
Spokes	£95		£95	
Tweed Love	£1,000		£1,000	
Yell Ltd	£895		£895	
Total	£43,662	£43,030	£86,692	

2) Overseas Travel

Reason	Origin/ Destination	Travel Costs	Subsist- ence	Accomm- odation	Total (net)	Comments
Dryport	Edinburgh/ Brussels	£1,481			£1,481	50% funded by ERDF
Dryport	Brussels	£28			£28	50% funded by ERDF
Dryport	Brussels			£350	£350	50% funded by ERDF
Foodport	Edinburgh/ London/ Billund	£709			£709	50% funded by ERDF
Foodport	Billund/ London/ Edinburgh	£706			£706	50% funded by ERDF
Lo Pinod	Edinburgh/ Amsterdam	£1,078			£1,078	50% funded by ERDF
Weastflows	Birmingham/ Shannon	£72			£72	50% funded by ERDF
Weastflows	Edinburgh/ Shannon	£71			£71	50% funded by ERDF
Lo Pinod	Edinburgh/ Amsterdam	£176			£176	50% funded by ERDF
Weastflows	Shannon/ Edinburgh	£101			£101	50% funded by ERDF
Lo Pinod	Amsterdam		£43		£43	50% funded by ERDF
Weastflows	Shannon/ Edinburgh	£12			£12	50% funded by ERDF
Weastflows	Shannon/ Edinburgh	£13			£13	50% funded by ERDF
Foodport	Edinburgh/ Brussels	£991			£991	50% funded by ERDF
Dryport	Gothenburg/ Heathrow/ Edinburgh	£378			£378	50% funded by ERDF
Dryport	Edinburgh/ Heathrow/ Gothenburg	£531			£531	50% funded by ERDF
Foodport	Brussels			£238	£238	50% funded by ERDF
Weastflows	Limerick			£183	£183	50% funded by ERDF

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Reason	Origin/ Destination	Travel Costs	Subsist- ence	Accomm- odation	Total (net)	Comments
Foodport	Edinburgh/ Copenhagen/ Gothenburg	£309			£309	50% funded by ERDF
Dryport	Edinburgh/ Copenhagen/ Gothenburg	-£30			-£30	50% funded by ERDF
Dryport	Edinburgh/ Copenhagen/ Gothenburg	-£17			-£17	50% funded by ERDF
Foodport	Edinburgh/ Copenhagen/ Gothenburg	£186			£186	50% funded by ERDF
Foodport	Gothenburg			£1,102	£1,102	50% funded by ERDF
Dryport	Bremen		£48		£48	50% funded by ERDF
Dryport	Bremen			£495	£495	50% funded by ERDF
Weastflows	Edinburgh/ Paris	£180			£180	50% funded by ERDF
Weastflows	Edinburgh/ Paris	£321			£321	50% funded by ERDF
Weastflows	Paris			£41	£41	50% funded by ERDF
Weastflows	Le Havre			£468	£468	50% funded by ERDF
Foodport	Edinburgh/ Copenhagen/ Oslo	£701			£701	50% funded by ERDF
Lo Pinod	Hamburg	£18			£18	50% funded by ERDF
Lo Pinod	Edinburgh/ Amsterdam/ Hamburg	£73			£73	50% funded by ERDF
Lo Pinod	Hamburg	£18			£18	50% funded by ERDF
Lo Pinod	Edinburgh/ Amsterdam/ Hamburg	£1,278			£1,278	50% funded by ERDF
Lo Pinod	Hamburg	£50			£50	50% funded by ERDF
Lo Pinod	Amsterdam		£9		£9	50% funded by ERDF

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Reason	Origin/ Destination	Travel Costs	Subsist- ence	Accomm- odation	Total (net)	Comments
Foodport	Edinburgh/ Copenhagen	£742			£742	50% funded by ERDF
RTPI	Edinburgh/ Paris	£176			£176	40% funded by ERDF
Weastflows	Dusseldorf/ London/ Edinburgh	£344			£344	50% funded by ERDF
Weastflows	Edinburgh/ London/ Dusseldorf	£124			£124	50% funded by ERDF
RTPI	Paris			£586	£586	40% funded by ERDF
RTPI	Paris	£198			£198	40% funded by ERDF
Weastflows	Dusseldorf		£33		£33	50% funded by ERDF
Weastflows	Dusseldorf			£188	£188	50% funded by ERDF
Core	Paris	£44			£44	
Chums	Brussels			£191	£191	
Foodport	Edinburgh/ Amsterdam/ Bremen	£909			£909	50% funded by ERDF
Weastflows	London/ Rotterdam	£99			£99	50% funded by ERDF
Weastflows	Amsterdam/ Edinburgh	£92			£92	50% funded by ERDF
Weastflows	Aberdeen/ Heathrow/ Rotterdam	£191			£191	50% funded by ERDF
Lo Pinod	Brussels	£82			£82	50% funded by ERDF
Lo Pinod	Edinburgh/ Brussels	£465			£465	50% funded by ERDF
Weastflows	Amsterdam/ Edinburgh	£277			£277	50% funded by ERDF
RTPI	Paris/ Edinburgh	£337			£337	40% funded by ERDF
Foodport	Amsterdam		£30		£30	50% funded by ERDF
Foodport	Amsterdam		£94		£94	50% funded by ERDF

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Reason	Origin/ Destination	Travel Costs	Subsist- ence	Accomm- odation	Total (net)	Comments
Foodport	Rotterdam			£410	£410	50% funded by ERDF
Lo Pinod	Brussels		£44		£44	50% funded by ERDF
Lo Pinod	Brussels/ Edinburgh	£862			£862	50% funded by ERDF
Total		£14,374	£301	£4,251	£18,926	



3) Hospitality & Entertainment

Supplier	Reason	Payment Date	Net Amount	Comments
Edinburgh Coach Lines	Hire 16 seater mini bus	15/05/2012	£178	50% funded by ERDF
Maid of the Forth	Boat cruise	23/05/2012	£132	50% funded by ERDF
James E McNee Coach Hire	Transfer party to EDI	15/11/2012	£145	50% funded by ERDF
Total			£455	

4) External Consultancy

Supplier	Project/Service	Net Amount	Supplier Total	Comments
Ineo Systrans	RTPI	£43,333		40% funded by ERDF
Ineo Systrans	RTPI	£26,409		40% funded by ERDF
Ineo Systrans	RTPI	£81,850		40% funded by ERDF
Ineo Systrans	RTPI	£43,333		40% funded by ERDF
Ineo Systrans	RTPI	£33,409		40% funded by ERDF
Ineo Systrans	RTPI	£81,850		40% funded by ERDF
Ineo Systrans	RTPI	£111,685		40% funded by ERDF
Ineo Systrans	RTPI	£81,850		40% funded by ERDF
Ineo Systrans	RTPI	£33,409		40% funded by ERDF
Ineo Systrans	RTPI	£43,333		40% funded by ERDF
Ineo Systrans	RTPI	£9,797	£590,260	40% funded by ERDF
Lindean Partnership	Project Management	£5,126		£1,418 funded by ERDF
Lindean Partnership	Project Management	£5,258		£1,248 funded by ERDF
Lindean Partnership	Project Management	£4,029		£874 funded by ERDF
Lindean Partnership	Project Management	£4,956		£1,462 funded by ERDF
Lindean Partnership	Project Management	£5,199		£625 funded by ERDF
Lindean Partnership	Project Management	£3,372		£572 funded by ERDF
Lindean Partnership	Project Management	£4,096		£523 funded by ERDF
Lindean Partnership	Project Management	£7,300		£2,687 funded by ERDF
Lindean Partnership	Project Management	£5,667		£1,444 funded by ERDF
Lindean Partnership	Project Management	£2,422		£601 funded by ERDF

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Supplier	Project/Service	Net Amount	Supplier Total	Comments
Lindean Partnership	Project Management	£3,606		£1,344 funded by ERDF
Lindean Partnership	Project Management	£4,840		£1,344 funded by ERDF
Lindean Partnership	Project Management	£4,780	£60,652	£1,155 funded by ERDF
MVA Consultancy	I Transfer	£15,780		50% funded by ERDF
MVA Consultancy	I Transfer	£3,653		50% funded by ERDF
MVA Consultancy	RTS annual monitoring	£1,500		
MVA Consultancy	Joint Funded Project	£2,890		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Foodport	£20,019		50% funded by ERDF
MVA Consultancy	Joint Funded Project	£1,500		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	£11,220		Commissioned & 100% funded by partner local authorities
MVA Consultancy	I Transfer & Joint Funded Project	£4,627		Funded by ERDF & by partner local authorities
MVA Consultancy	Joint Funded Project	£5,000		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Joint Funded Project	£13,565		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	£19,635		Commissioned & 100% funded by partner local authorities
MVA Consultancy	Joint Funded Project	£4,750		Commissioned & 100% funded by partner local authorities

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Supplier	Project/Service	Net Amount	Supplier Total	Comments
MVA Consultancy	Joint Funded Project	£19,635	£133,775	Commissioned & 100% funded by partner local authorities
The Spyria Partnership	Foodport	£5,501	£5,501	50% funded by ERDF
URS	Weastflows	£1,880		50% funded by ERDF
URS	Weastflows	£9,270		50% funded by ERDF
URS	Joint Funded Project	£27,437	£38,586	Commissioned & 100% funded by partner local authorities
WYG	RTPI	£3,432		40% funded by ERDF
WYG	RTPI	£6,595		40% funded by ERDF
WYG	RTPI	£6,090		40% funded by ERDF
WYG	RTPI	£12,735		40% funded by ERDF
WYG	RTPI	£5,438		40% funded by ERDF
WYG	RTPI	£8,902		40% funded by ERDF
WYG	RTPI	£3,889		40% funded by ERDF
WYG	RTPI	£6,915		40% funded by ERDF
WYG	RTPI	£8,168	£62,162	40% funded by ERDF
Total		£890,935.50	£890,935.50	



5) Payments in Excess of £25,000

Payee	Commodity/ Service Description	Payment Date	Gross Amount	Comments
Ineo Systrans	RTPI	31/10/2012	£31,691	40% funded by ERDF
Ineo Systrans	RTPI	31/10/2012	£52,000	40% funded by ERDF
Ineo Systrans	RTPI	31/10/2012	£98,220	40% funded by ERDF
Ineo Systrans	RTPI	19/12/2012	£40,091	40% funded by ERDF
Ineo Systrans	RTPI	19/12/2012	£52,000	40% funded by ERDF
Ineo Systrans	RTPI	19/12/2012	£98,220	40% funded by ERDF
Ineo Systrans	RTPI	06/03/2013	£134,022	40% funded by ERDF
Ineo Systrans	RTPI	27/03/2013	£40,091	40% funded by ERDF
Ineo Systrans	RTPI	27/03/2013	£52,000	40% funded by ERDF
Ineo Systrans	RTPI	27/03/2013	£98,220	40% funded by ERDF
Liftshare	Sustainable Travel	24/10/2012	£29,999	
URS	Joint Funded Project	22/03/2013	£32,924	Commissioned & 100% funded by partner local authorities
Total			£759,479	

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

Nil return.

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

Sustainable Economic Growth – October 2013

1. Introduction

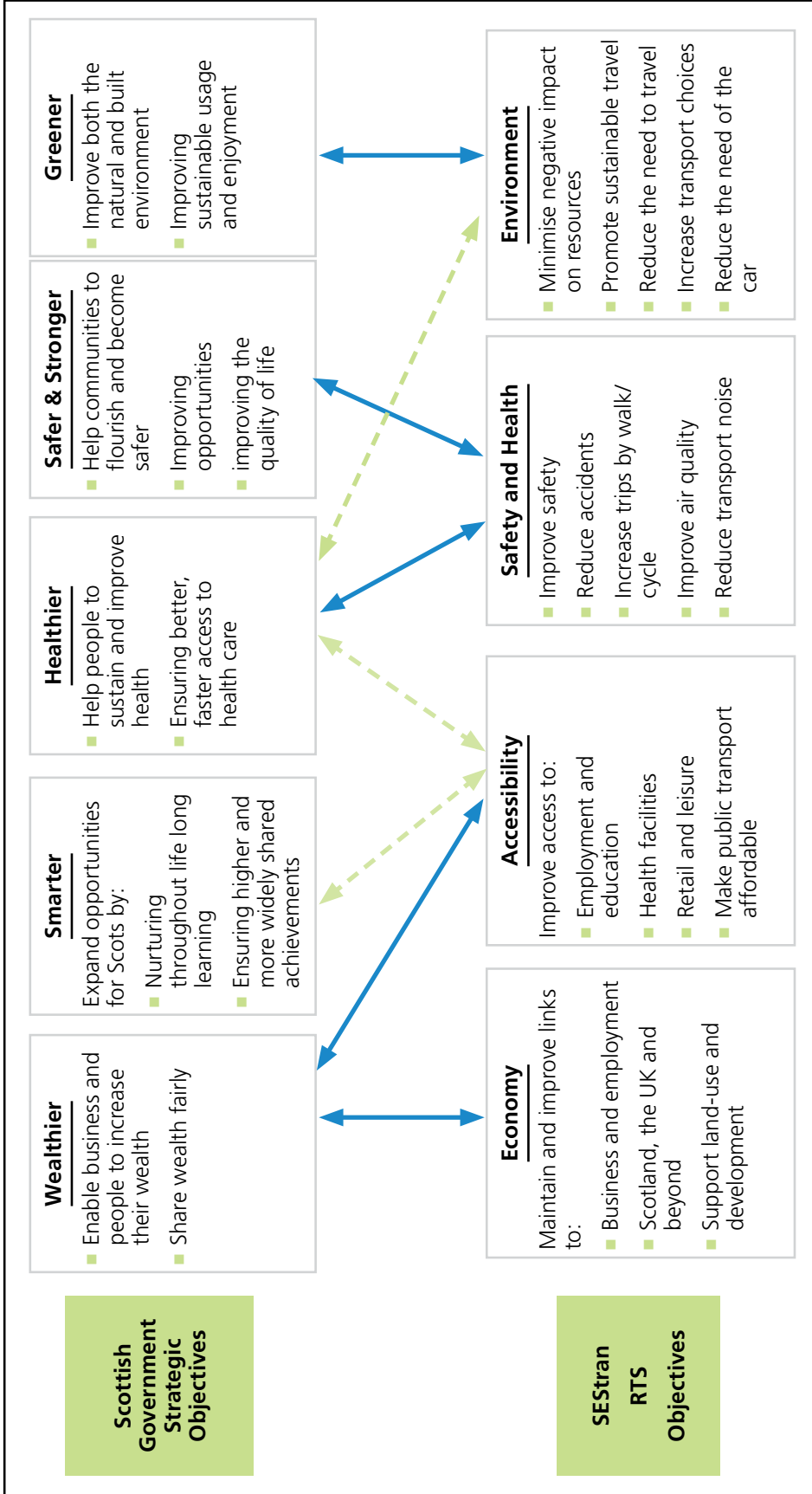
- I. Section 32(1)(a) of the Public Services Reform (Scotland) Act 2010 provides that as soon as reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during the financial year to promote and increase sustainable growth 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 approved 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.
- V. SEStran has commenced the process of reviewing the Regional Transport Strategy to reflect the current economic climate and changes that have taken place since it was approved in 2008.

5. What has been done in 2012/13

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 is progressing well. Potential £3.33m project with 40% funding from Europe.	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 2012/13 was £0.729m.

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Service	Description	Delivery Model	Benefits achieved
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 2012/13 was £75,000
Lo-Pinod	EU 50% funded project to promote freight movements by short sea shipping.	Partnership with European partners. External contract and direct staff input. Collaboration with Napier TRI.	The project will promote moving freight by short sea shipping. Investment during 2012/13 was £40,000
Connecting food ports	Examination of food product distribution throughout the region and linking to UK and Europe. 50% EU funding. Hitrans have joined this project and form a Scottish partnership with SEStran	Partnership with European partners, collaboration with Napier TRI, Hitrans 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 2012/13 was £71,000
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 2012/13 was £65,000
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.

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Service	Description	Delivery Model	Benefits achieved
South Tay park and choose	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 and Dundee.	Transport Scotland 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..
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 has funded input to SDP Investment during 2012/13 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 2012/13 was £44,000
Liaison Groups and forums	SEStran hosts a rail forum that includes network rail and operators, a bus forum that includes operators, a sustainable transport forum and an Equalities 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.

Service	Description	Delivery Model	Benefits achieved
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 2012/13 was included in other cost codes.
Routewise	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 2012/13 was £52,000
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 2012/13 was £117,000
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 2012/13 was covered in other project costs.

Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Service	Description	Delivery Model	Benefits achieved
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
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 implementation).	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 2012/13 was £20,000
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 2012/13 was £8,000
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 2012/13 was covered under other cost headings

Service	Description	Delivery Model	Benefits achieved
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; 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 2012/13 was £72,000
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 2012/13 was £1.21m

2 RTS projects delivered by partner local authorities.

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

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

SEStran 2012/13

During 2012/13 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 an ongoing 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 when compared to the previous office accommodation.

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 2012/13 was £22,000.

■ **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 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 2012/13 was £23,000.

■ 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 2012/13 was £262.

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 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 **31,039,812** miles on the regional road network reducing CO2 emissions by **10,220 tonnes (since 2009)** at the current membership of **8,006**.

Accessibility Modelling

SEStran has been using Accession for over four 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 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 two years 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 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

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

SEStran is currently assisting Kent County Council in the procurement of a passenger ferry across the Thames.

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 €550,000 with €225,000 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 revised project now includes improving facilities at North Berwick harbour in partnership with East Lothian Council resulting in savings in their costs. 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 using short sea shipping. The total SEStran budget for the project is €556,000 of which €278,000 is funded from the EU Interreg fund. It is 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.

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 European partners and a collaboration with Napier TRI and Nestrans. 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 €331k with €166k 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 €196k with €98k 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.

Falkirk Rail Stations Study

Falkirk Council made use of the SEStran framework contract to examine the case for new and improved stations within the Falkirk Council area.

East Coast Rail Study

Borders and East Lothian Councils in partnership with SEStran have used the SEStran framework contract to examine the case for new rail services and stations on the East Coast main line between Edinburgh and Berwick on Tweed.

Risk Management

Risk management in provides regular updates of the risks faced by the organisation. The analysis 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.



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