

Annual Report 2013/14

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. The EU funded project 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 has now been completed with a Ministerial launch on 29th April 2014. The project provided real time bus passenger information 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. During 2013/14, SEStran was successful in a bid for funding from the Bus Investment fund of just under £1m which allowed more buses to be fitted out on First and Stagecoach with a commitment to extending to include a smaller operator during 2014/15. The total project value at present is now £4.3m, with £1.3m of match funding secured from the European Regional Development Fund and £0.5m from West Lothian Council and SWESTRANS. An application to Scottish Enterprise for funding of information screens in shops, cafes, pubs and public buildings has successfully passed the first stage and work is ongoing on development of a detailed business case. The RTPI 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.

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 have been bringing together political, business and operator interests to explore ways of consolidating and possibly increasing the use of the Rosyth to Zeebrugge 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 SEStran has undertaken 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 has also lead 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

- **iTransfer** the project has now been re-configured to provide tourist related ferry services from North Berwick across the Forth in partnership with a tourist ferry operator and been approved by the North Sea Commission of the European Union. As part of the project SEStran 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 is now completed on development of demand matrices for freight movements across North West Europe by mode of transit. An overview of sustainable practices for freight movement has been completed and sustainable freight guidelines are in preparation. The above EU funded projects are due to finish during financial year 2014/15 and work is under way to seek new sources of EU funding to assist with the implementation of SEStran projects.
- **CHUMS** is a new project under the umbrella of Intelligent Energy Europe (IEE) which includes SEStran as a partner and was initiated in 2013/14. The project will seek to address the energy challenge of low car occupancy and the approximately 50% of journeys in cities that cannot be accommodated by conventional public transport modes. The enormous potential of carpooling strategies has been frustrated by the traditional behavioural, social and cultural barriers people have to sharing cars – this is the challenge of CHUMS.

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:

- **Scottish Water – £500** Through Liftshare Scottish water have established their own car share scheme
- **Queen Margaret University – £10,000** Queen Margaret University used the grant to update and implement their Green Travel Plan
- **Police Service of Scotland – £6,790** The production of a cycle safety booklet. The grant has also been used for the purchase of cycle marking kits, promotional banners and posters that will be used at various road safety and cycle events.
- **Upper Tweed Railway Paths Group – £3,250** The production and print of the Scottish C2C Annan to Queensferry cycle map

Work has continued on filling the gaps in the regional urban cycle network through provision of grants for cycleway construction.

- **Clackmannanshire Council – £5,000** from SEStran was used to enhance the amount (£12,500) provided by Clackmannanshire Council in 2013-14 to meet the costs for covered cycle storage at Alloa Station.
- **Midlothian Council – £12,000** from SEStran was used to enhance the amount (£30,000) provided by Midlothian Council in 2013-14 to meet the costs of widening the Bellmans Path in Penicuik
- **East Lothian Council – £2,000** from SEStran was used to enhance the amount (£5,000) provided by East Lothian Council in 2013-14 to meet the costs for the installation of on road cycle lanes from Meadowmill west to Prestongrange Road (B1361)

SEStran has supported three sustainable transport events as follows:

- The SEStran Mega Cycle 5th May 2013
- SEStran Two Capitals, 16th June 2013
- Borders Walking Festival 1st–7th September 2013

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 and Tactran have now used out material to launch the Thistle card in their area and other RTPs are actively pursuing launches in their areas. With this level of support in Scotland it is hoped that the SEStran Thistle Card will develop into a Scotland wide initiative.

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 2013/14, 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:

- Scottish Parliament Review of Community Transport
- Local Plan Consultations:
 - Edinburgh Local Development Plan – Proposed Plan
 - Falkirk Local Development Plan – Proposed Plan

Midlothian Local Development Plan – Main Issues Report

Scottish Borders Local Development Plan – Main Issues Report

Fife Local Development Plan – Main Issues Report

- Scottish Parliament Review on Community Transport
- Network Rail:
 - Freight Market LTPP
 - Long Term Planning Process, Long Distance Market Study
- NPF3
- Bus Regulation (Scotland) Bill
- Withdrawal of H1 and H2 Bus Services to Larbert Hospital
- Draft Guidance on Developer Contributions and Affordable Housing
- Senior Traffic Commissioner Proposals; Draft Guidance on Punctuality and Reliability; Consultation
- Dalmeny Chord
- HS2 Phase 2
- Bus Service Registration Proposals
- Fife Community Planning Partnership- Police Scotland P (Fife) Division – Draft Local Policing Plan 2014 – 2017

SEStran also drafted and assisted in developing consultation responses on behalf of all the Scottish Regional Transport Partnerships as well as other bodies. These included:

- Cycling Action Plan for Scotland
- Airport Commission
- Access to London Strategy
- EU Guidelines on State Aid to Airports and Airlines
- NPF3 and SPP
- Bus Regulation (Scotland) Bill
- SG Consultation on the Review of Local Air Quality Management in Scotland
- Bus Service Registration Proposal

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 and the SEStran Director chairs the Scottish High Speed rail Group. SEStran in partnership with East Lothian and Scottish Borders Councils has published the 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. 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 which is progressing through input from the Strategy Liaison Group.

This is the fifth 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 access to employment from areas of unemployment, improved connectivity to the rest of the UK and beyond, reduction in road traffic and road traffic accidents, increased use of rail, increased availability of international air travel, increased use of Tripshare and increases in the proportion of walking and cycling trips. On the negative side there have been some reductions in access to further education colleges and in the perception of bus services.

While we now have five 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. 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 2014. 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 eighth 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 2013/14 is covered.

3. Board Establishment

During 2013/14, 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. The non-councillor members were re-appointed on 1st April 2013 for a further 5 year term to 31st March 2018.

4. Meetings

During 2013/14 the Partnership Board has met as follows:

- 28th June 2013
- 10th October 2013
- 6th December 2013
- 21st March 2014

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

- 14th June 2013 (cancelled as inquorate – business taken at 28th June Board)
- 20th September 2013
- 22nd November 2013
- 7th March 2014

5. Meeting Attendance

Attendance at meetings is shown in the following tables:

Partnership Board – Attendees (Councillors)						
Name	Council	28/06/13	10/10/2013	06/12/13	21/03/14	
Cllr Donald Balsillie	Clacks	✓	✓			
Cllr Tony Boyle	West Lothian	✓	✓	✓		
Cllr Jim Bryant	Midlothian		✓	Sub		
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		Sub			
Cllr Irene Hamilton	Clacks	✓	✓			
Cllr Norman Hampshire	East Lothian					
Cllr Bill Henderson	City of Edinburgh		✓			
Cllr Lesley Hinds	City of Edinburgh		✓	✓	Sub	
Cllr Russell Imrie (Chair)	Midlothian	✓	✓	✓	✓	
Cllr Arthur Morrison	Fife					
Cllr Joanna Mowat	City of Edinburgh					
Cllr Cathy Muldoon	West Lothian					
Cllr Jim Orr	City of Edinburgh	✓		✓		
Cllr Joe Rosiejak	Fife	✓	✓	✓	✓	
Cllr Michael Veitch	East Lothian	✓	✓			

Substitutes

Cllr Vicky Redpath for Cllr Nick Gardner on 10/10/13

Cllr Joe Wallace for Cllr Jim Bryant on 06/12/13

Cllr Adam McVey for Cllr Lesley Hinds on 21/03/14

Partnership Board

Partnership Board – Attendees (Non-Councillor)				
Name	28/06/13	10/10/2013	06/12/13	21/03/14
Charlie Anderson		✓	✓	✓
Graham Bell	✓			✓
Phil Flanders	✓	✓		
John Jack		✓	✓	✓
John Martin	✓	✓	✓	✓
Neil Renilson	✓	✓		✓
Sandy Scotland	✓	✓	✓	✓
Tom Steele			✓	
Barry Turner		✓	✓	✓

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, where 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 2013/14 and no changes to the policies were required.

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 2013/14, 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.

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 has progressed well with individual chapters gaining board approval prior to the completed review being considered for approval and the consultation being commenced. The Strategic Development Plan has provided a key basis for the revised RTS.

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

15. Bus Liaison Group and Bus Forum

Two meetings of the Bus Forum but none of the Bus Liaison Meeting – were held during the period. The Forum consists of all the members of the Liaison Group, i.e. SEStran and Local Authority Officers, Scottish Government, Confederation of Passenger Transport (CPT), Traveline and CTA (Community Transport Association). 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 25 and 29.

Key issues that were covered during the year were the SEStran response to the Government's pre-consultation on changes to Bus Service Registration in Scotland. The Bus Regulation (Scotland) Bill was discussed at length and Mr Iain Gray MSP, the proposer of the Bill, addressed the Forum on the issue. A key topic was also the Co-ordination of Bus Service numbers used in Edinburgh, following a SEStran report on the use of same service numbers by different operators in the City.

The meetings discussed and monitored progress on several SEStran projects such as the SEStran Real Time. Progress on SEStran studies/projects that involve bus – such as the Halbeath and the South Tay Park & Ride project – were reported to the meetings. The SEStran £1 million RTPi bid to 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 that through the management of the Rail Forum. There were three meetings of the Forum during 2013-14. Attendance varied between 21 and 24.

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, Caledonian Sleeper, East Coast, and TransPennine Express.

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 Reston.

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 group's encounter when trying to use public transport. During this year the Equalities Forum has been meeting on a three 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.

One of the main elements of the Forum's work was the promotion of the SEStran Thistle Assistance Card. This card indicates to the bus driver the type of disability the passenger has and the help they require. SEStran have currently distributed over 40,000 Thistle Cards in the SEStran area and we have made the design of the Thistle Card available to other approved bodies and TACTRAN and SWESTRANS are developing their own versions of the card. The hope is that the Thistle Card will form the basis of a nation wide assistance card.

We have contributed to developing an audio version of the Traveline Scotland App and have been instrumental in testing the App to ensure any problems are eliminated.

Other issues of interest to the forum have been the proposed changes to access to Waverley and Haymarket stations for people with disabilities. Group members have been involved in identifying access problems and coming forward with potential solutions.

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 from the Short Life Working Group on the role of partnership working to ensure adequate access to health facilities is maintained. The group has been looking at how integration can be improved through a SEStran initiated workshop and visits to centres of good practice with a view to co-operating in developing good practice through all the health board areas.

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 the producers to the retailers. One of the main issues being input and comment on the various European freight based projects being developed by SEStran. A revised freight map for the SEStran area has now been produced and distributed.

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 2013/14. 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. They have also provided a forum for the management of the Joint Chairs meetings and the RTP chairs/COSLA Joint Strategy Group.

22. Consultations

During 2013/14, 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:

- Scottish Parliament Review of Community Transport
- Local Plan Consultations:
 - Edinburgh Local Development Plan – Proposed Plan
 - Falkirk Local Development Plan – Proposed Plan
 - Midlothian Local Development Plan – Main Issues Report
 - Scottish Borders Local Development Plan – Main Issues Report
 - Fife Local Development Plan – Main Issues Report
 - Scottish Parliament Review on Community Transport
- Network Rail:
 - Freight Market LTPP
 - Long Term Planning Process, Long Distance Market Study

- NPF3
- Bus Regulation (Scotland) Bill
- Withdrawal of H1 and H2 Bus Services to Larbert Hospital
- Draft Guidance on Developer Contributions and Affordable Housing
- Senior Traffic Commissioner Proposals; Draft Guidance on Punctuality and Reliability; Consultation
- Dalmeny Chord
- HS2 Phase 2
- Bus Service Registration Proposals
- Fife Community Planning Partnership- Police Scotland P (Fife) Division – Draft Local Policing Plan 2014 – 2017

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. These included:

- Cycling Action Plan for Scotland
- Airport Commission
- Access to London Strategy
- EU Guidelines on State Aid to Airports and Airlines
- NPF3 and SPP
- Bus Regulation (Scotland) Bill
- SG Consultation on the Review of Local Air Quality Management in Scotland
- Bus Service Registration Proposal

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 and the SEStran Director chairs the Scottish High Speed rail Group. SEStran in partnership with East Lothian and Scottish Borders Councils has published the study into Edinburgh–Dunbar–Berwick upon Tweed–Newcastle local rail services.

23. Establishment as at 31 March 2014

During 2013/14 the SEStran offices were home to 11 paid employees.

- Alex Macaulay - Partnership Director
- Alastair Short - Strategy Manager (2/5th FTE)
- Ian Mathie - Programme Manager (died in service 14th Jul 2013)
- Jim Grieve - Programme Manager (appointed 29th Nov 2013)
- Angela Chambers - Office Manager/PA to Partnership Director
- Lisa Freeman - Strategy Liaison Officer
- Andrew Dougal - Communications Officer
- Andrew Hutt - Graduate Technical Officer (appointed 27th Nov 2013)
- Jackie Thompson - Administrator
- Lisa Hogg - Receptionist (leaving date 9th Sep 2013)
- Sarah Ryan - Clerical Assistant (appointed 26th Nov 2013)

In addition support was provided from Lindean Partnership Ltd and JPFS Consultancy 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	Transport Forum	SEStran Strategy Manager
Fife	Transport Forum	SEStran Strategy Manager
West Lothian	Steering Group/Working Group	SEStran Strategy Manager
Midlothian	Steering Group/Working Group	SEStran Strategy Liaison Officer
East Lothian	SOA Theme Group	SEStran Strategy Liaison Officer
Falkirk	Steering Group/Working Group	SEStran Strategy Manager
Clackmannan	Environmental Partnership	SEStran Strategy Manager
Scottish Borders	Theme Group	SEStran Strategy Liaison Officer

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. This has been carried out on an incremental basis with Board approval/comment being 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 along with reports on iTransfer and Lo-Pinod have now been completed and submitted to Europe. Copies of the reports are available on our website. These studies are described in detail in chapter 28. 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. The approved Development Plans have formed a key input into our RTS in highlighting areas where future travel demands are likely have significant impacts on the transport network and identify where future investment should be focussed.

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 fifth 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 and 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.

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 five 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. Particularly our current emphasis on encouraging walking, cycling, car sharing and use of public transport seems to be justified.

Monitoring for 2013-2014

This year there has been some changes in the data collection and methodology for monitoring, the main element being the change of accessibility software from Accession to TRACC. This has been addressed by re-running previous data on the new software so direct comparisons can still be made.

In the commentary which follows, the Year 6 data is considered in relation to Year 5 results as well as against the base year and notable changes are highlighted, the details of which are available on the spreadsheet.

Accessibility

Again accessibility to business and employment locations has shown mixed results with access to Edinburgh Airport improving from West Lothian but not from the city (prior to the trams coming into operation). In general there has been a decrease in accessibility to the Edinburgh Royal Infirmary from Edinburgh and East Lothian.

Access to hospitals serving the SEStran region has remained fairly similar to previous years with small variations in accessibility to all hospitals from various origins.

Accessibility to further education has seen a reduction for college students in Clackmannanshire and East Lothian (2% from base year) and increase of accessibility to Universities (3-5%).

Accessibility to retail has shown marginal changes but increases are indicated to retail parks and supermarkets especially to Factory Outlet centres in the Scottish Borders.

With the change in monitoring methodology, care needs to be taken in analysing these changes.

Bus/Coach

The number of direct coach/bus services between SEStran settlements has improved slightly from Year 5 but is still 1% down on 2008. The main reductions from the base year have been between Glenrothes/Dunfermline and Dalkeith/Edinburgh. There have been notable increases between Livingston/Edinburgh, Glenrothes/Edinburgh and Falkirk/Edinburgh since the base year. From Year 5, the most notable increase has been Glenrothes/Edinburgh, and the most notable reduction has been seen between Tranent/Dalkeith with a drop from eleven to zero direct services.

Rail

There is an improvement in the number of rail connections (i) between SEStran settlements, (ii) to other Scottish settlements, and (iii) to English destinations available to SEStran residents since 2008. For connections within Scotland, particular increases have been seen between Edinburgh/Livingston, Edinburgh/Glasgow Central, Edinburgh/Dundee, and Edinburgh/Dumbarton from the base year.

For connectivity to English destinations, connectivity between Edinburgh/Bristol, Edinburgh/Leeds, and Edinburgh/Manchester has also improved since 2008. Improvements have been made between Edinburgh/London since Year 5, bringing the figure up towards the base year, with three extra services running per day.

Air

The number of direct international air destinations has risen markedly since 2009; however, the number of destinations has reduced slightly from Year 5. Domestically, direct flights to Bournemouth, Guernsey, Inverness, Leeds, and now Wick, have ceased. The London Southend route, introduced in 2013, has been maintained.

Commuting

Access to high employment areas from residential areas of high unemployment has improved reversing the previous trend. The change of methodology and changes in location of areas of high unemployment make exact comparisons difficult.

The use of car (driver) as a main commuting mode has increased slightly from 59% to 60%, while car passenger numbers have dropped by 1 percentage point compared to 2007. Cycling has gained 1 percentage point each at the expense of bus (-1%) compared to the base year, while walking remains constant across the area. Within the SEStran area, there has been a large increase in car use (all car) from 71% in the base year to 84% for Year 6.

The results for the Local Authorities which were reported in the final Scottish Household Statistics (SHS) show a decrease in the perception of the perceived value of bus services in East Lothian (72% to 58%) and Edinburgh (69-68%), and an increase in Fife (47%-51%) and Midlothian (70%-82%) from 2009-10 to 2011-12. These four areas all show a reduction in perception in value from the base year.

Environment

Traffic levels in the SEStran area have reduced by 3% between 2007 and 2012, but this figure is still 8% higher than traffic levels in 2001.

Fuel consumption in the area has increased by 3% between 2006 and 2010, although this is 4% lower than in 2002, and 2% lower than in Year 5.

Eight new AQMAs have been declared in the SEStran area to add to the five which were in place in 2009. Five now exist in Edinburgh, four more in Falkirk, two in Fife, one in East Lothian and one in West Lothian. This is, however, a reduction of two areas from Year 5.

Sustainable Travel

Commuting modes have remained relatively unchanged across the SEStran areas as whole. Some Local Authority level changes do exist, with the City of Edinburgh and Clackmannanshire in particular having witnessed an increase in cycling for travel to work from 3% to 7%, and 2% to 6%, respectively. There has been a significant increase in the percentage of adults reporting that they walked as a means of transport, up from 57% to 70%.

In terms of travel to school, there was a very small change in mode share; a 4 percentage point drop in bus use in favour of car and walking. In Falkirk, there is a 17 percentage point swing to walking, largely from bus.

Participation in the Tripshare scheme has increased significantly from the base year, with the number of members rising from 5,034 in February 2009 to 7,896 in September 2014. However, this figure has reduced marginally (101 people) from Year 5 to Year 6 due to clearing non user members from the assessment.

Rail station entries/exits have increased substantially, by 22%, between 2006/07 and 2012/13. The biggest increase from Year 5 has been Edinburgh Park, which has seen a 26 percent increase from the previous year.

There has been a 10% increase in the number of people working from home across the SEStran area in 2012-13 compared to the 2005-2006 base.

Safety

The picture with regards to accident rates shows an improvement from the base year across the board in the SEStran area, with Child KSIs (all roads) down by 73% and All-Age KSIs (all roads) down by 44% from 2012 and the 1994-98 average.

27. Real Time Passenger Information

SEStran's Real Time Passenger Information (RTPI) programme, part-funded by the European Regional Development Fund (ERDF) was completed in March 2014. The associated expenditure, of approximately £3.4m, has introduced back-office and communication systems within the operations of First Edinburgh and Stagecoach and has equipped 260 buses within these fleets. Real time passenger information (**bustrackerSEStran**) is now available on the internet, on a mobile phone application (**SEStranbus**) and on a small number of on-street signs. The necessary software development to allow the SEStran system to integrate with the City of Edinburgh's Lothian Buses system was also completed during 2013/14 and this allows First and Stagecoach services to be displayed on the Edinburgh signs.

SEStran's bid for a share of the Bus Investment Fund (BIF), late in the financial year, was successful and £996,000 was awarded at the end of 2013. Consistent with the ambitious programme committed-to within the bid, fit-out of a further 83 vehicles, again within the First Group Edinburgh and Stagecoach fleets, was completed with the exception 25 Stagecoach buses which are programmed to be complete in August 2014. This leaves a further 18 vehicles to be equipped, also next financial year, when it is anticipated that a third operator will be brought into the system with associated additional back-office and communications systems being introduced.

Section 9 Revenue Projects

Projects Budget 2013/14

Description	Budget	Actual
Expenditure		
One Ticket	–	52,334
Park & Choose Sth Tay Bridge	–	632
Sustainable Travel Awareness	130,000	75,798
Urban Cycle Networks	20,000	19,000
RTPI – Revenue Contribution	222,000	266,561
Access Healthcare & Employ	–	1,943
Edinburgh Orbital Bus Project	–	182
Project Management Costs	10,000	4,482
RTS Monitoring	5,000	11,089
Specialist Rail Bus Advice	20,000	30,070
Regional Dev Plan Input	10,000	–
Term Commission Management	1,000	–
Other LA Joint Projects	–	87,630
EU2 Connecting Food Ports	91,000	75,286
EU4 Lo-Pinod	87,000	133,227
EU5 iTransfer	77,000	50,483
DRT Review	–	12
Equalities Forum Actions	10,000	4,444
EU Weastflows	40,000	46,799
EU NweRIDE	–	17,919
EU Chums	–	419
	723,000	878,311
Income		
Revenue Projects Grant	(516,000)	(516,000)
SESplan 100% Costs	(48,000)	(48,000)
One Ticket	(13,000)	(64,627)
EU1 Dryport	–	2,797
Specialist Rail Bus Advice	–	(3,000)
Other LA Joint Projects	–	(87,630)
EU2 Connecting Food Ports	(45,000)	(34,298)
EU4 Lo-Pinod	(43,000)	(62,313)
EU5 iTransfer	(38,000)	(21,397)
EU Weastflows	(20,000)	(20,827)
Kent Procurement Projects	–	(5,404)
	(723,000)	(860,697)
Projects Overspend		17,614.00
Core Underspend (see Revenue Core Budget table)		(31,984.00)
Net Underspend		(14,370.00)

28. Details of Projects Budget 2013/14

The table above highlights a Projects over-spend of £17614. However, this is set against a Core budget underspend of £31984 (see Core Budget Table) which results in a net underspend of £14370. This figure is invested in the RTPI project in 2014/15

Details of some of the Projects undertaken in 2013/14 are given below with further information provided throughout this Annual report.

In 2013/14 SEStran was a partner in 6 European Union match funded projects through the Interreg and Intelligent Energy Europe (IEE) Programmes. The regional Real Time Passenger Information project has also benefited from 5 successful bids to the European Regional Development Fund and 1 to the Bus Investment Fund (BIF).

“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.

A partnership meeting for the project took place on 5 November 2013, during which a number of output documents relating to the various Work Packages were discussed. The over-riding document entitled “Connecting Food Port Regions – Between and Beyond, Transnational Action Plan” which sets out the high level conclusions from the project and recommends various actions, was finalised and agreed. Linking in to this document is a series of more localised proposals covering each partner’s area of interest and SEStran’s contribution entitled “Realisation of Food Distribution Hubs, Action Plan Scotland” was well received. Proposals contained in this document relate primarily to Grangemouth and Rosyth within the Forth estuary and the proposed actions and recommendations include putting in place supportive spatial planning policies and taking advantage of a potentially high level of interconnectivity to facilitate multimodal transportation. Although the “final conference” for this project took place on 20 and 21 February 2014, a further piece of work, along with a 6 month extension was granted to SEStran to carry out a further study on the Rosyth to Zeebrugge ferry. The study will take into account the implications of the EU’s Sulphur Directive (ships’ exhaust gas emission to be limited to 0.1% from 15 January 2015) and will look at potential EU funding sources to support such international ferry connections which could benefit Scotland’s only international ro-ro freight ferry service.

The **“Lo-Pinod”** project is engaged in carrying out comprehensive analyses of market potential for Short Sea Shipping and coastal feeder services, operating within regional ports which is designed to attract operators and set up new connections.

A Partnership meeting, hosted by SEStran, took place in Edinburgh on 11 and 12 March during which the results from the studies into empty container repositioning and bulk freight movements were presented and discussed. These studies are now complete. Possible pilot projects are now being explored.

iTransfer is an inter-regional (INTERREG) initiative that is an EU part-funded programme that encourages Europe’s regions to form partnerships and work together on common projects. The main objective of iTransfer is to develop and present innovative, sustainable solutions in ferry technology, operation and policy to improve regional accessibility by water-based transport in the North Sea Region (NSR).

Following the Project's refresh, SEStran's focus, along with that of sub-partners East Lothian Council (ELC) and Maid of the Forth, has been on reconstructing Galloway's Pier at North Berwick Harbour and in promoting the most fuel-efficient operation of Maid of the Forth's vessel by introducing fuel flow meters and trialling biodiesel fuel mixtures.

Engineering proposals for the Pier were agreed at a transnational workshop held in December 2013, at North Berwick. ELC issued tender documents in February 2014 with work anticipated to start early in 2014/15.

Weastflows is a project looking at east to west freight movements to improve accessibility to the SEStran ports and linkages to Europe.

Freight flow data in North West Europe was developed by SEStran for road, rail, maritime and inland waterways covering a range of goods carried at a level of geographical detail sufficient to identify potential for mode shift to the more sustainable modes. For the SEStran area this involved engagement with industry to encourage a shift from road to rail and short sea shipping.

The preparation of a "Best Practice" document was initiated, based on examples of best practice for freight movement throughout the UK and North West Europe. When complete this document will be further developed into best practice guidelines that will be used in ongoing engagement with industry to encourage mode shift to more sustainable modes.

NweRIDE is a project within the North West Europe Interreg IVB Programme. The project was approved in 13/14 with SEStran as a partner (50% match funded ERDF) spread over a 3 year project timescale. The project's aim is to improve individuals' connectivity using dynamic lift share systems which are linked to public transport networks giving a higher probability of finding a trip solution.

Liftshare UK is a technical adviser to SEStran. SEStran already work closely with Liftshare UK in providing the Region's car share portal, **www.TripshareSEStran.com**. As part of this project Liftshare UK made the necessary alterations to the regional system so that Tripshare could be connected to the NweRIDE platform, where other lift share providers will be linked together. This link will provide members with a larger and potentially international car sharing pool to choose from.

Subsequently, the project will look at various pilots demonstrating the abilities of the new platform. This will incorporate cross boundary trips and provide links with public transport information. Test links to other information such as local events, traffic and weather reports will also be trialled. This information will then be used to determine assumptions/semantics as to how certain streams of data will be presented to the end user.

CHUMS is a new project under the umbrella of Intelligent Energy Europe (IEE) which includes SEStran as a partner and was initiated in 2013/14. The project will seek to address the energy challenge of low car occupancy and the approximately 50% of journeys in cities that cannot be accommodated by conventional public transport modes. The enormous potential of carpooling strategies has been frustrated by the traditional behavioural, social and cultural barriers people have to sharing cars – this is the challenge of CHUMS'. The aim of the project is to apply a composite CHUMS behavioural change strategy, developed by the consortium and to transfer the proven methods to the rest of Europe, through validating the method in 5 'champion' cities that represent the scale of carpooling and the diversity of mobility mind-sets across Europe: Craiova (RO), Edinburgh (UK), Leuven (B), Madrid (E) and Perugia (IT).

29. Sustainable and Active Travel Grants 2013/14

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 2013/14 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 2013/14:

Scottish Water – £500

Through Liftshare Scottish water have established their own car share scheme. The Scottish Water scheme – 'Water wheels' are now using SEStran funding to promote their designated car share spaces with branded signage in their staff car parks. (Fairmilehead, Edinburgh and Castle House, Head Office, Dunfermline).

Queen Margaret University – £10,000

Queen Margaret University used the grant to update and implement their Green Travel Plan. Examples of Travel Plan measures have included: 2013/14 travel survey, promotional materials, identification of travel champions, travel information displays, smart phone application design, maps, signage strategy review and an internal magazine for staff and students.

Police Service of Scotland – £6,790

The production of a cycle safety booklet. The grant has also been used for the purchase of cycle marking kits, promotional banners and posters that will be used at various road safety and cycle events. In addition to this a number of officers have been trained on the Bike Stations Weldtech bike maintenance course to provide further advice at events.

Upper Tweed Railway Paths Group – £3,250

The production and print of the Scottish C2C Annan to Queensferry cycle map.

30. Urban Cycle Network 2013/14

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 £1000 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.

Clackmannanshire Council – £5,000

£5,000 from SEStran was used to enhance the amount (£12,500) provided by Clackmannanshire Council in 2013-14 to meet the costs for covered cycle storage at Alloa Station.

Midlothian Council – £12,000

£12,000 from SEStran was used to enhance the amount (£30,000) provided by Midlothian Council in 2013-14 to meet the costs of widening the Bellmans Path in Penicuik

East Lothian Council – £2,000

£2,000 from SEStran was used to enhance the amount (£5,000) provided by East Lothian Council in 2013-14 to meet the costs for the installation of on road cycle lanes from Meadowmill west to Prestongrange Road (B1361)

31. SEStran Walking and Cycling Events 2013

The SEStran Megacycle 5th May 2013 – 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. Around 200 people took part in the event in 2013, with a broad range of ages and levels of ability reflected among the participants.

SEStran Two Capitals, 16th June 2013 – 2013 saw the Seventh Annual SEStran Two Capitals cycle event. This successful cycle continues to run from Dunfermline Glen to Victoria Park in Edinburgh. This year, participation was close to 400 cyclists, making this the most successful event in the SEStran Calendar to date. Thanks are given to both of our nominated charities; Sick Kids Friends Foundation and Kingdom Kids. Both the Sick Kids Foundation and Kingdom FM have assisted us by providing excellent coverage, support and promotion of the SEStran Two Capitals.

Borders Walking Festival 1st – 7th September 2013 – SEStran joined Borders Council and Scottish Natural Heritage in backing the Scottish Borders Walking Festival 2013, to promote walking for health and as a form of transportation for shorter journeys.

The Festival, which is now in its 19th year, is held at a different location in the Borders annually. This year’s event, which was based in Innerleithen, attracted over 1000 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.

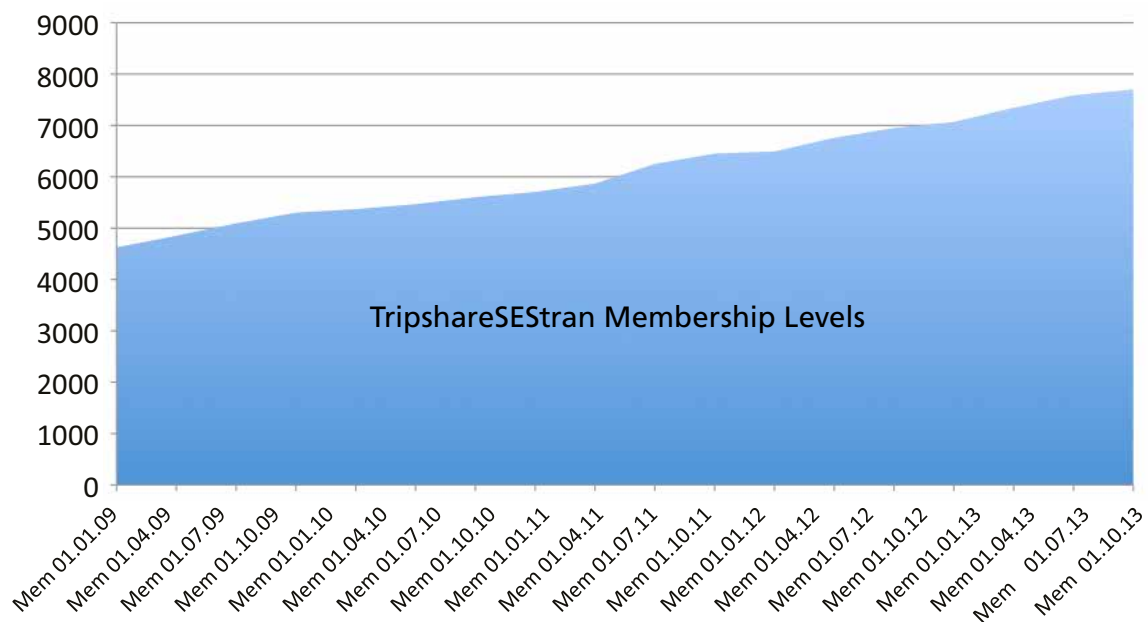
32. Car Sharing

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 2013/14 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.



33. 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 2013/14 approved expenditure was £466,000. Actual expenditure for the year was £434,016. A summary of the Core budget for 2013/14 is provided in the following table. The variances identified 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 £266,000 towards core expenditure. SEStran received budgeted contributions from constituent Councils totalling £200,000 during 2013/14.

Revenue Core Budget

SEStran Core Budget 2013/14		
	Budget	Actuals
Employee Costs		
Salaries	298,906	287,938
National Insurance	24,945	26,288
Pension Fund	60,007	53,392
EU recharges	(184,000)	(187,465)
Training & Conferences	10,119	9,495
Interviews & Advertising	2,500	–
Temps – Agency Staff	–	5,077
Absence Pay	–	5,700
Death Gratuities	–	3,000
	212,477	203,425
Premises Costs		
Rent & Rates	20,530	23,351
Energy, Repairs, Ins., etc	7,937	12,267
Cleaning	5,930	4,332
	34,397	39,951
Transport		
Staff Travel	10,000	9,359
	10,000	9,359
Supplies & Services		
Marketing	20,000	3,307
Publicity	–	14,767
Comms & Computing	85,791	87,084
Printing, Stationery & General Office Supplies	18,272	9,026
Insurance	4,367	4,849
Equipment, Furniture & Materials	3,000	864
Miscellaneous Expenses	14,451	8,306
	145,881	128,203
Support Services		
Finance	25,100	22,625
Legal Services/HR	6,737	4,579
	31,837	27,204
Corporate & Democratic		
Clerks Fees	15,000	15,000
External Audit Fees	10,000	9,440
Members Allowances and Expenses	3,408	432
Interest	3,000	1,002
	31,408	25,874
Gross Expenditure	466,000	434,016
Funding:		
Scottish Government Grant	(266,000)	(266,000)
Council Requisitions	(200,000)	(200,000)
Total Funding	(466,000)	(466,000)
Net expenditure/(income)	–	(31,984)

34. Website

SEStran's website plays 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. SEStran's online presence also includes materials accessible through; Facebook, Twitter, LinkedIn, Pinterest 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 2013-14, with an average of 616 visitors per month. Just over 64% were new visitors, with just over 25% accessing the site directly. Some 11% accessed the site using mobile phones or tablets. The majority of visitors were UK or EU based. The countries with the highest number of hits excluding the UK were; Ireland, Sweden, France, Belgium, Turkey, Spain, USA and Denmark. Just over 17% of visitors accessed the About SEStran pages, with 16% accessing the Projects and Publications pages and 12% consulting the Contacts pages. Approximately 10% 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.

35. 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.

Press 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 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 at SEStran's discretion.

SEStran has also made the design files for the successful SEStran Thistle Assistance Card available without charge from our website. These may be downloaded by local authorities and other suitable interested parties, who wish to develop similar schemes, to encourage adoption of the standardised symbols used with the card, in other regions. There has been considerable interest in the scheme from other RTPs, with both Tactran and SWESTran preparing to launch their own versions of the card.

We have continued to minimise 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. 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 have been supplemented by additional materials developed as part of European projects in which SEStran is a partner. 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.

36. 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 2013 and March 2014 we issued 18 media releases. These prompted media reaction or enquiries that resulted in approximately 43 media hits, 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. In addition SEStran has now entered into a relationship with the Scotsman newspaper that enables us to place approximately 5-6 opinion pieces in the publication per year. This enables us to highlight specific projects, events or major priorities in a very structured way.

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. A team of Kingdom FM broadcasters now regularly participate in the ride and the event receives a very high profile thanks to their participation and the identification of the station with the event. This provides us with extensive, cost-free, media coverage including regular mentions by the participating broadcasters while on-air. This has undoubtedly contributed towards the steady increase in participation on the SEStran Two Capitals Cycle Ride.

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 28,500 but estimated daily readership is 79,000 (not counting online readership: the website receives 119,672 per day), of whom approximately 60% 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	3 Hits 2 Print 1 Online	Midlothian Advertiser, E Lothian News, BBC Online	Print : 9174 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	Midlothian, (BBC Online – Edinburgh, Lothians & Fife)
May	7 Hits 5 Print 2 Radio	Border Telegraph, Midlothian Advertiser, E Lothian News, EEN, Radio Forth, Black Diamond	Print :40,027 B'cast : 352,843	Edinburgh, Midlothian, Borders, E Lothian
June	7 Hits 4 Print 2 Radio 1 Online	Fife Today, Dunfermline Press, Kingdom FM,	Print : 60,401 B'cast :78,000 Online : (Kingdom FM 79,000 daily hits)	Edinburgh, Dunfermline Fife,
July	Nil			
Aug	3 Hits 2 Print 1 Radio	Radio Borders, Borders Telegraph, Peeblesshire News	Print : 7,674 B'cast : 59,000	Borders, Regional,
Sept	4 Hits 3 Print 1 Online	Radio Borders, Borders Telegraph Peeblesshire News, BBC Online	Print : 7,674 B'cast: 59,000 Online : (*1, 665,000 BBC Scotland National Only – daily hits)	Regional, National, Borders (BBC Online – Edinburgh, Lothians & Fife)
Oct	4 Hits 2 Print 2 Radio	West Lothian Courier, EEN, Radio Forth, Central FM,	Print : 40,665 B'cast : 400,843	W Lothian, Edinburgh, Clacks, Midlothian, Edinburgh, E Lothian



Month	Hits	Outlets	Audience Reach	Area Impact
Nov	3 Hits 3 Print	LTT, E Lothian Courier, EEN	Print : 57,382	Edinburgh, E Lothian, Specialist
Dec	4 Hits 3 Print 1 Radio	E Lothian Courier, E Lothian News, EEN, Radio Forth	Print: 44,191 Broadcast: 352,843	E Lothian, Edinburgh,
Jan	Nil			
Feb	5 hits 4 Print 1 Radio	Kingdom FM, Dunfermline Press, Fife Today, E Lothian Courier, EEN, LTT	Print : 40.648 Broadcast : 78,000 Online : 90,000	Regional, Local, Specialist
Mar	3 Hits 2 Print 1 Radio	Midlothian Advertiser, E Lothian News, Black Diamond Radio	Print: 9174 Broadcast : 6000	Regional, Local

37. 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 2013/14 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. Over 400 participants took part in the SEStran Two Capitals Cycle Ride, while the SEStran Megacycle achieved 200 participants, despite the organisers having to find a new route at short notice, due to commencement of works on the Borders Railway. A fledgling East Lothian cycle ride based around Dunbar was given support and attracted 150 novice riders, while SEStran was a sponsor of Edinburgh's first Festival of Cycling and sponsored all-abilities events as part of the Borders based Tweedlove cycling festival. These events all 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 19th year, for the third year running, branding the event materials and website heavily and with several of the community and urban based walks designated as "SEStran walks". The event attracted over 1000 sign-ups. We aim to make the Festival steadily 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, but only where these can make a significant and cost-effective contribution towards achieving the goals outlined in the RTS.

38. Promotion of sustainable transport

SEStran has heavily promoted public and sustainable transport during 2013/14.

Initiatives have included:

- Sponsorship of the SEStran Two Capitals Cycle Ride during National Bike week. This resulted in over 400 participants
- The fifth year of the SEStran Megacycle. The event resulted in over 200 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 6th 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

- Promotion and distribution of the SEStran Thistle Assistance card, with encouragement of duplication of the scheme by making the design files available without charge to appropriate organisations
- Exhibiting at freshers fairs at QMU and Edinburgh University
- Exhibiting at; the Smart & Sustainable Travel Conference, Cycling Scotland Pedal for Scotland event, Cycling Walking & Connecting Communities event.

39. 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.

40. 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 (S81 2010 No 321).

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

Data to be Published

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.

41. 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 (*prior to bus investment fund award of £996,000 December 2013).

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
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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.

42. Budgets 2014/15

Core 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 Budget 2014/15

	Annual Budget 2013/14 £000	Proposed Budget 2014/15 £000
Employee Costs		
Salaries	299	317
National Insurance	25	26
Pension Fund	60	53
Training & Conferences	10	10
Interviews & Advertising	2	2
	396	408
Premises Costs		
Rent and Rates	21	23
Energy, Repairs, Insurance	8	8
Electricity	–	4
Cleaning	6	6
	35	41
Transport		
Staff Travel	10	10
Supplies and Services		
Marketing	20	20
Communications & Computing	81	84
Printing, Stationery & General Office Supplies	18	18
Insurance	4	4
Equipment, Furniture & Materials	3	3
Miscellaneous Expenses	20	20
	146	149
Support Services		
Finance	25	25
Legal Services/HR	7	7
	32	32
Corporate & Democratic		
Clerks Fees	15	15
External Audit Fees	10	10
Members Allowances and Expenses	3	3
	28	28
Total Gross Expenditure	647	668

Funding:

Recharges:

EU Projects	(154)	(153)
Bus Investment Fund	–	(50)
RTPI – Capital	(30)	–
One Ticket	(13)	(13)
Scottish Government Grant	(250)	(252)

Net Core Expenditure	200	200
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Core Income (Partnership Authorities)	(200)	(200)
Net Expenditure	–	–

Proposed Projects Budget 2014/15

	Proposed Budget £'000	EU Grant £'000	Other Contributions £'000	Net Expenditure Proposed £'000
EU Projects				
RTPI	286		(141)	145
Foodport	78	(39)		39
Lo-Pinod	143	(71)		72
iTransfer	38	(19)		19
Weastflows	43	(22)		21
NweRIDE	64	(32)		32
Chums	68	(50)		18
Total	720	(233)	(141)	346
Bus Investment Fund	346		(346)	–
Other Projects				
Sustainable Travel	111			111
Rail/Bus Advice	20			20
Project Management	10			10
SDP/LDP	20			20
RTS Monitoring	5			5
Urban Cycle Networks	120		(100)	20
Equalities Action Forum	10			10
SESPan			(12)	(12)
Total – Other Projects	296		(112)	184
Net Total – Projects	1,362	(233)	(599)	530
SG Income				(530)
Net Expenditure				–

Total Expenditure on Regional Projects by Partnership Authorities

Councils	2013/2014	
	Approved Budget £'000	Forecast £'000
Clackmannanshire	–	–
Edinburgh	–	–
Falkirk	–	–
East Lothian	–	–
Fife	4,133	4,133
Midlothian	–	–
Scottish Borders	133	133
West Lothian	631	631
Total Expenditure	4,897	£4,897



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/60 mins (2007) of.....	October 2008 PT Services + July 2012 PT services	ACCESSION: 2008 30 mins	ACCESSION: 2008 60 mins
		Edin City Centre		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.	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 6 Date	Values				Change from base				Targets		
TRACC: 2012 30 mins	TRACC: 2012 60 mins		July 2013 PT Services+ July 2014 PT services	ACCESSION: 2013 30 mins	ACCESSION: 2013 60 mins		TRACC: 2014 30 mins	TRACC: 2014 60 mins	ACCESSION: 2008-2013 30 mins	ACCESSION: 2008-2013 60 mins	TRACC: 2012-2014 30 mins	TRACC: 2012-2014 60 mins	+10% for these key regional employment centres +3% in 5 years +10% over 15 years any others that may emerge	
34%	69%			34%	75%		35%	82%	0%	-1%	1%	13%		
27%	69%			36%	78%		25%	83%	-1%	2%	-2%	14%		
6%	37%			9%	54%		6%	37%	-3%	-3%	0%	0%		
12%	32%			13%	48%		8%	34%	1%	7%	-4%	2%		
9%	24%			9%	26%		8%	25%	0%	-2%	-1%	1%		
17%	40%			19%	50%		17%	43%	-1%	-1%	0%	3%		
15%	41%			21%	50%		13%	45%	-3%	0%	-2%	4%		
10%	31%			11%	35%		8%	33%	1%	-4%	-2%	2%		
				Sep-14	1,470					-14				
			Sep-14	556					63					
			Sep-14	17					-2					
			Sep-14	690					74					
			Sep-14	673					162					
			Sep-14	187					32					
			Sep-14	22	89				-4	26				

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)		2		
		(SB)		3		
		Kincardine Bridge approaches				
		Site 2 – A977 (Gartarry Rbt) A985 (Inch Fm Cott) and A876/M876 to M9 Junction 7 (NB)		8		
		(SB)		11		
		Edinburgh				
		Site 3 – A1 – Macmerry to junction with A720 (NB)		2		
		(SB)		2		
		Site 4 – A720 City Bypass – between juncs with A1 and M8 (EB)		9		
		(WB)		10		
		Site 5 – M9 – from M8 junc at Claylands to M9 Spur (NB)		4		
		(SB)		7		
	Edinburgh/Glasgow					
	Site 6 – A8/M8 – Baillieston to Hermiston Gait (EB)	6				
(WB)	6					
Car availability	% of 0, 1 ,2 ,3+ car owning households	2005/2006 SHS	31%	46%	20%	
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)	ACCESSION: October 2008 PT services	129,138	TRACC: July 2012 PT Services	107,464



Appendix 1 – RTS Monitoring of Key Objectives

Year 6 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								
		4%	2012/2013 SHS		29%	45%	22%	4%	-2%		-1%	2%	0%	Monitor annually
					60%	5%			1%		-1%			-2% in 5 years; -6% over 15 years
	0%											Aim to reduce		
	0%											Aim to reduce		
	0%											Aim to reduce		
	22%							0%				Aim to reduce		
	2007/2008 Travel Diary Analysis	22%									Aim to reduce			
	2009/2010 SHS	52%									Aim to reduce			
	ACCESSION: July 2013 PT services	127,693	TRACC: July 2014 PT Services	124,668		ACCESSION: 2008-2013	-1445	TRACC: 2012-2014	17204		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	ACCESSION: October 2008 PT services	TRACC: July 2012 PT services	<table border="1"> <tr> <td>3.6%</td> <td>5.0%</td> </tr> <tr> <td>3.8%</td> <td>5.0%</td> </tr> <tr> <td>4.3%</td> <td>9.0%</td> </tr> <tr> <td>4.4%</td> <td>6.0%</td> </tr> </table>	3.6%	5.0%	3.8%	5.0%	4.3%	9.0%	4.4%	6.0%
		3.6%				5.0%							
		3.8%				5.0%							
		4.3%				9.0%							
		4.4%				6.0%							
		Weekday 7-10am,											
		Weekday 10am-4pm											
		Weekday 7-11pm,											
		Sunday 7am-7pm											
		% 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 ...											
		Borders General Hospital	96.3%	96.1%									
		Dunfermline Queen Margaret	61.8%	71.8%									
		Victoria Hospital Kirkcaldy	42.9%	79.8%									
		Edinburgh Western General Hospital	37.4%	51.3%									
	Royal Hospital for Sick Children Edinburgh	42.9%	50.9%										
	Edinburgh Royal Infirmary	47.4%	51.0%										
	St Johns Hospital Livingston	60.9%	70.5%										
	Falkirk & District Royal Infirmary (*removed 2012)	51.6%											
	Stirling Royal Infirmary (*removed 2012)	86.6%											
	Dumfries & Galloway Infirmary	100%	100%										
Perth Royal Infirmary	100%	100%											
Dundee Ninewells Hospital	97.0%	98.1%											
Forth Valley Royal Hospital (*added 2012)		87%											
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%										



Appendix 1 – RTS Monitoring of Key Objectives

Year 6 Date		Values			Change from base		Targets	
					ACCESSION: 2008-2013	TRACC: 2012-2014		
ACCESSION: July 2013 PT services	3.3%	TRACC: July 2014 PT services	5.0%		-0.3%	0.0%	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%		4.0%		0.1%	-1.0%		
	4.8%		7.0%		0.5%	-2.0%		
	4.5%		6.0%		0.1%	0.0%		
					ACCESSION: 2008-2013	TRACC: 2012-2014		
ACCESSION: July 2013 PT services	95.9%	TRACC: July 2014 PT services	95.9%		-0.4%	-0.2%		
	58.5%		72.8%		-3.3%	1.0%		
	44.4%		81.3%		1.5%	1.5%		
	43.6%		51.1%		6.1%	-0.2%		
	44.4%		48.7%		1.5%	-2.2%		
	47.1%		49.2%		-0.3%	-1.8%		
	69.0%		74.0%		8.1%	3.5%		
	n/a							
	n/a							
	100%		100%		0.0%	0.0%		
	99.7%		80.7%		-0.3%	-19.2%		
97.7%	97.7%		0.7%	-0.4%				
79.0%	86.5%			-0.1%				
2007/2008 SHS	57%			0%		Aim to reduce		
	51%			0%				

Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values			
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	ACCESSION: October 2008 PT services	TRACC: July 2012 PT services			
		Colleges (7-10 am)				6.0%	6.5%
		Universities (7-10 am)				33.1%	36.2%
		Leisure (swimming pools) (10am – 4pm)				0.6%	0.6%
		Job Centres (10am – 4pm)				2.1%	1.8%
		Retail (10am – 4pm)					
		Primary Centres				47.3%	50.0%
		Major Centres, Metropolitan Towns				59.4%	59.9%
		Regional Towns				67.5%	67.4%
		Urban Centres				35.7%	37.0%
		Local Centres				8.6%	8.8%
		Rural Centres				35.1%	41.8%
		Factory Outlet Centres				36.2%	36.8%
		Fashion Parks, Retail Parks and Supermarkets				8.6%	8.3%
		% finding it easy ('very easy' or 'fairly easy') to not use a car for accessing various services (2005/2006 SHS)	Ease of no car for – small shopping	2005/2006 SHS			
			Ease of no car for – supermarket shopping				55%
			Ease of no car for – town shopping				19%
			Ease of no car for – evening leisure				35%
			Ease of no car for – visit friends/ relatives				25%
			Ease of no car for – GP				20%
Ease of no car for – library			39%				
Ease of no car for – library			37%				
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 (now known as Systra) 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%			



Appendix 1 – RTS Monitoring of Key Objectives

Year 6 Date	Values				Change from base		Targets
	ACCESSION: July 2013 PT services		TRACC: July 2014 PT services		ACCESSION: 2008-2013	TRACC: 2012-2014	
		8.1%		9.0%	2.1%	2.5%	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%		33.0%	0.5%	-3.2%	
		0.8%		0.5%	0.2%	-0.1%	
		3.1%		1.7%	1.0%	-0.1%	
		47.0%		48.1%	-0.3%	-1.9%	
		60.2%		59.4%	0.8%	-0.5%	
		67.7%		69.3%	0.2%	1.9%	
		36.7%		36.9%	1.0%	-0.1%	
		9.2%		9.3%	0.6%	0.5%	
		36.8%		45.8%	1.7%	4.0%	
		34.7%		35.6%	-1.5%	-1.2%	
		6.9%		7.0%	-1.7%	-1.3%	
		n/a					
		n/a					
		n/a					
		n/a					
		n/a					
		n/a					
		n/a					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.
2012/2013 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).
2012/2013 SHS		60%			2%		

Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values				
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 mode share figures	Usual method of travel to work (Walk, Bicycle, Bus, Rail)	2005/2006 SHS	14%	2%	14%		
		Usual main method of travel to school: 2005 and 2006 (Walk, Car, Bicycle, Bus)		55%	19%	1%		
		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%	2%		
	Number of car club members and Number of trips made through Lift share	Number of Members (as of Feb 2009)	Feb 2009 Lift share	5,034				
		Mileage savings (miles) – scheme to date		2,174,263				
		CO ₂ 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					
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				

Appendix 1 – RTS Monitoring of Key Objectives

		Year 6 Date	Values					Change from base				Targets
		STS 32 (2013)										Return to 2001 traffic levels by 2021
		2001	11,048									
		2012	11,874					-435				
			107%					-3.9%				
		2002	804									Help achieve the Scottish Executive's emissions targets
		2011	775					21				
			96%					3%				
3%		2011/2012 SHS	14%	3%	13%	3%		0%	1%	-1%	0%	Aim to increase
23%			55%	22%	2%	19%		0%	3%	1%	-4%	
		2007/2008 Travel Diary	13%					0%				
		2012/2013 SHS	49%					-2%				
			73%					-10%				
1%	16%		n/a	n/a	n/a	n/a						Aim to increase
		September 2014 Lift share	7,896					2862				Aim to increase
			12,967,490					10,733,227				
			4,270					3605				
			9,577					4768				
			4,660					3140				
		ORR 2012/13 figs	32,750,720					5,826,626				Aim to increase
		SHS 2012-13	21%					10%				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).



Appendix 1 – RTS Monitoring of Key Objectives

RTS Objectives	Indicators	Measure	Base Date	Values		
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	Road Casualties Scotland 2006 Edition			
		Child KSIs				
		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		% 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%	
		% Reduction in Child KSIs and All Ages KSIs from the 1994-98 average	Andrew Knight, Transport Statistics (2007)			
		Child KSIs				
		Pedestrian KSIs – reduce to 160 in 5 years and to 140 in 20 years		172		
		Cyclist KSIs – reduce to 60 in 5 years and to 50 in 20 years		65		

Appendix 1 – RTS Monitoring of Key Objectives

	Year 6 Date	Values		Change from base	Targets
	2012/2013 SHS	42%		2%	Aim to reduce
					Aim to increase
	2011/2012 SHS	86%		0%	Aim to increase
					Aim to increase
					Monitor annually
					Aim to increase
	Road Casualties Scotland 2012 Edition				By 2010, to cut killed and seriously injured (KSI) casualties by 40% and child KSIs by 50% from a 1994-98 base.
		-88%		-38%	
		-72%		-38%	
		-73%		-39%	
		-55%		-48%	
		-42%		-16%	
		-44%		-19%	
	Reported Road Casualties Scotland 2012	151		-21	Over the period of the strategy, a 20% reduction (7% after five years) in pedestrian and cyclist KSIs
	Reported Road Casualties Scotland 2008	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 e.g. 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 e.g. 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 S
				4. Midlothian Pathhead AQMA PM
				5. Fife Bonnygate/Cupar AQMA



Appendix 1 – RTS Monitoring of Key Objectives

	Year 6 Date	Values	Change from base	Targets
	2012/2013 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%	
	2011/2012 SHS	5%	2%	
	2012/2013 SHS	14%	0%	
		3%	1%	
	Scottish Air Quality Statistics 2012	1. Edinburgh AQMA No.1 Declared for: Nitrogen dioxide (City Centre)		To contribute to meeting these requirements by 2010 or before
		2. Edinburgh AQMA No.2 Declared for: Nitrogen dioxide (St John's Road)		
02		3. Edinburgh AQMA No.3 Declared for Gt Junction St for Nitrogen Dioxide		
10		4. Edinburgh AQMA No.4 Declared for Glasgow Road for Nitrogen Dioxide		
		5. Edinburgh AQMA No.5 Declared for Inverleith Road for Nitrogen Dioxide		
		6. East Lothian AQMA Declared for: Nitrogen Dioxide		
		7. Falkirk – Grangemouth AQMA Declared for: Sulphur dioxide		
		8. Falkirk – Banknock & Haggs AQMA Declared for: Nitrogen dioxide		
		9. Falkirk – AQMA No.1 Declared for: Nitrogen dioxide (Falkirk Town Centre)		
		10. Falkirk – PM10 AQMA Declared for: PM10 (Banknock)		
		11. Fife, Bonnygate area of Cupar declared as an AQMA		
		12. Fife, Appin Crescent declared for Nitrogen Dioxide		
		13. West Lothian Broxburn NO2 AQMA declared for: NO2		

Appendix 2 – Total Expenditure on Regional Projects by Partnership Authorities

Councils	2013/2014	
	Approved Budget £'000	Forecast £'000
Clackmannanshire	–	–
Edinburgh	–	–
Falkirk	–	–
East Lothian	–	–
Fife	4,133	4,133
Midlothian	–	–
Scottish Borders	133	133
West Lothian	631	631
Total Expenditure	£4,897	£4,897



Appendix I: Public Services Reform (Scotland) Act 2010 Schedule of Expenditure

Public Services Reform (Scotland) Act 2010 Information

Year ended 31st March 2014

1) Public Relations

Supplier	External costs - invoiced (net)	Internal Staff Costs	Supplier Total	Comments
In-House Communications		£44,026	£44,026	£5,261 funded by ERDF
Arrow Corporate Promotions	£465		£465	50% funded by ERDF (Foodport)
Bauer Radio	£2,320			
Bauer Radio	£190			
Bauer Radio	£1,334			
Bauer Radio	£4,324			
Bauer Radio	£1,058			
Bauer Radio	£3,081			
Bauer Radio	£3,330		£15,636	
Cycling Scotland	£95			
Cycling Scotland	£229		£324	
DC Publishing	£300		£300	
Distinctive Publishing	£150			
Distinctive Publishing	£300		£450	
Edinburgh Festival of Cycling	£250		£250	
Hawick Walking Festival Group	£1,000		£1,000	
Hibu (UK) Ltd	£150			
Hibu (UK) Ltd	£150			
Hibu (UK) Ltd	£150			
Hibu (UK) Ltd	£1,255			
Hibu (UK) Ltd	£62		£1,767	
Holyrood Communications	£600		£600	
Innerleithen & District Community Council	£4,000		£4,000	
John Quintin Young	£6,000		£6,000	
Kingdom FM	£1,950			
Kingdom FM	£2,000		£3,950	
Links Design	£2,828			
Links Design	£70			
Links Design	£2,659			
Links Design	£50		£5,607	
Lothian Printers	£43		£43	
Melrose Festival Executive Committee	£500		£500	
Paths for All Partnership	£140		£140	
SCVO	£479		£479	
Total	£41,511	£44,026	£85,536	

2) Overseas Travel

Reason	Origin/Destination	Travel Costs	Subsistence	Accommodation	Total (net)	Comments
Core	Edinburgh/Rome	£90			£90	
Core	Rome			£159	£159	
Core	Brussels			£368	£368	
Foodport	Rome	£173			£173	50% funded by ERDF
Foodport	Rome	£47			£47	50% funded by ERDF
Foodport	Rome	£233			£233	50% funded by ERDF
Foodport	Rome	£185			£185	50% funded by ERDF
Foodport	Rome			£506	£506	50% funded by ERDF
Foodport	Edinburgh/Hamburg	£82			£82	50% funded by ERDF
Foodport	Edinburgh/London/Hamburg	£314			£314	50% funded by ERDF
Foodport	Hamburg			£121	£121	50% funded by ERDF
Foodport	Hamburg			£121	£121	50% funded by ERDF
Foodport	Hamburg			£105	£105	50% funded by ERDF
Foodport	Hamburg		£15		£15	50% funded by ERDF
Foodport	Brussels	£649			£649	50% funded by ERDF
Foodport	Brussels		£63		£63	50% funded by ERDF
Foodport	Brussels		£36		£36	50% funded by ERDF
Foodport	Brussels			£338	£338	50% funded by ERDF
Foodport	Edinburgh/Amsterdam	£366			£366	50% funded by ERDF
Foodport	Amsterdam	£40			£40	50% funded by ERDF
Foodport	Amsterdam	£20			£20	50% funded by ERDF
Foodport	Oostende			£840	£840	50% funded by ERDF
Foodport	Edinburgh/Amsterdam/Brussels	£366			£366	50% funded by ERDF
Foodport	Brussels	£35			£35	50% funded by ERDF



Reason	Origin/Destination	Travel Costs	Subsistence	Accommodation	Total (net)	Comments
Foodport	Edinburgh/Amsterdam/Brussels	£184			£184	50% funded by ERDF
Foodport	Brussels/Edinburgh	£387			£387	50% funded by ERDF
Foodport	Brussels	£121			£121	50% funded by ERDF
Foodport	Brussels/Edinburgh	£460			£460	50% funded by ERDF
Foodport	Brussels/Edinburgh	£12			£12	50% funded by ERDF
Foodport	Brussels/Edinburgh	£12			£12	50% funded by ERDF
iTransfer	Amsterdam			£263	£263	50% funded by ERDF
iTransfer	Amsterdam	£193			£193	50% funded by ERDF
iTransfer	Edinburgh/Bremen	£94			£94	50% funded by ERDF
iTransfer	Bremen			£186	£186	50% funded by ERDF
iTransfer	Brussels/Edinburgh	£487			£487	50% funded by ERDF
iTransfer	Bremen/Amsterdam/Edinburgh	£487			£487	50% funded by ERDF
Lo-Pinod	Edinburgh/Oslo	£75			£75	50% funded by ERDF
Lo-Pinod	Oslo/Gothenburg	£288			£288	50% funded by ERDF
Lo-Pinod	Oslo/Edinburgh	£455			£455	50% funded by ERDF
Lo-Pinod	Drammen	£23			£23	50% funded by ERDF
Lo-Pinod	Oslo	£30			£30	50% funded by ERDF
Lo-Pinod	Oslo	£32			£32	50% funded by ERDF
Lo-Pinod	Drammen	£35			£35	50% funded by ERDF
Lo-Pinod	Drammen			£63	£63	50% funded by ERDF
Lo-Pinod	Oslo		£190		£190	50% funded by ERDF
Lo-Pinod	Drammen			£486	£486	50% funded by ERDF
Lo-Pinod	Gothenburg	£186			£186	50% funded by ERDF
Lo-Pinod	Gothenburg			£121	£121	50% funded by ERDF
Lo-Pinod	Gothenburg			£121	£121	50% funded by ERDF
Lo-Pinod	Gothenburg	£310			£310	50% funded by ERDF
Lo-Pinod	Brussels	£41			£41	50% funded by ERDF
Lo-Pinod	Brussels	£121			£121	50% funded by ERDF
Lo-Pinod	Brussels/Edinburgh	£298			£298	50% funded by ERDF
Lo-Pinod	Brussels/Edinburgh	£753			£753	50% funded by ERDF
Lo-Pinod	Edinburgh/Amsterdam	£294			£294	50% funded by ERDF

Reason	Origin/Destination	Travel Costs	Subsistence	Accommodation	Total (net)	Comments
Lo-Pinod	Edinburgh/Brussels	£469			£469	50% funded by ERDF
Lo-Pinod	Brussels/Edinburgh	£354			£354	50% funded by ERDF
Lo-Pinod	Amsterdam	£72			£72	50% funded by ERDF
Lo-Pinod	Amsterdam	£4			£4	50% funded by ERDF
Lo-Pinod	Amsterdam	£16			£16	50% funded by ERDF
Lo-Pinod	Zwartsluis			£246	£246	50% funded by ERDF
Lo-Pinod	Netherlands			£267	£267	50% funded by ERDF
Lo-Pinod	Amsterdam		£102		£102	50% funded by ERDF
Lo-Pinod	Amsterdam		£97		£97	50% funded by ERDF
NweRIDE	Edinburgh/Brussels	£367			£367	50% funded by ERDF
NweRIDE	Brussels/Edinburgh	£143			£143	50% funded by ERDF
NweRIDE	Brussels	£15			£15	50% funded by ERDF
NweRIDE	Ghent			£181	£181	50% funded by ERDF
NweRIDE	Ghent			£181	£181	50% funded by ERDF
NweRIDE	Eurostar	£160			£160	50% funded by ERDF
RTPI	Edinburgh/Paris	£217			£217	40% funded by ERDF
RTPI	Edinburgh/Paris	£433			£433	40% funded by ERDF
RTPI	Paris		£66		£66	40% funded by ERDF
RTPI	Paris			£920	£920	40% funded by ERDF
RTPI	Paris		£46		£46	40% funded by ERDF
RTPI	Brussels	£577			£577	40% funded by ERDF
Weastflows	Edinburgh/Dublin	£91			£91	50% funded by ERDF
Weastflows	Dublin			£249	£249	50% funded by ERDF
Weastflows	Eurostar	£174			£174	50% funded by ERDF
Weastflows	Lille		£27		£27	50% funded by ERDF
Weastflows	Lille			£201	£201	50% funded by ERDF
Weastflows	Edinburgh/Frankfurt				£206	50% funded by ERDF
Weastflows	Edinburgh/Frankfurt	£206			£206	50% funded by ERDF
Weastflows	Frankfurt	£98			£98	50% funded by ERDF
Weastflows	Amsterdam		£34		£34	50% funded by ERDF
Total		£11,583	£677	£6,046	£18,305	



3) Hospitality & Entertainment

£0

4) External Consultancy

Supplier	Project/Service	Net Amount	Supplier Total	Comments
Henderson & Loggie	Lo-Pinod	£1,350		50% funded by ERDF
Henderson & Loggie	Weastflows	£1,350		50% funded by ERDF
Henderson & Loggie	iTransfer	£1,350		50% funded by ERDF
Henderson & Loggie	Foodport	£1,350		50% funded by ERDF
Henderson & Loggie	Lo-Pinod	£1,350		50% funded by ERDF
Henderson & Loggie	Weastflows	£1,350		50% funded by ERDF
Henderson & Loggie	iTransfer	£1,350		50% funded by ERDF
Henderson & Loggie	Foodport	£1,350	£10,800	50% funded by ERDF
Ineo Systrans	RTPI	£29,391		40% funded by ERDF
Ineo Systrans	RTPI	£100,228		40% funded by ERDF
Ineo Systrans	RTPI	£43,333		40% funded by ERDF
Ineo Systrans	RTPI	£9,797		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	£19,233		40% funded by ERDF
Ineo Systrans	RTPI	£122,775		40% funded by ERDF
Ineo Systrans	RTPI	£65,000		40% funded by ERDF
Ineo Systrans	RTPI	£40,925		40% funded by ERDF
Ineo Systrans	RTPI	£16,705		40% funded by ERDF
Ineo Systrans	RTPI	£21,667		40% funded by ERDF
Ineo Systrans	RTPI	£4,898		40% funded by ERDF
Ineo Systrans	RTPI	£5,950		40% funded by ERDF
Ineo Systrans	RTPI	£23,675		40% funded by ERDF
Ineo Systrans	RTPI	£65,480		40% funded by ERDF
Ineo Systrans	RTPI	£26,727		40% funded by ERDF
Ineo Systrans	RTPI	£7,838		40% funded by ERDF
Ineo Systrans	RTPI	£43,333		40% funded by ERDF
Ineo Systrans	RTPI	£19,450		40% funded by ERDF
Ineo Systrans	RTPI	£9,715		40% funded by ERDF
Ineo Systrans	RTPI	£11,904		40% funded by ERDF
Ineo Systrans	RTPI	£3,491		40% funded by ERDF
Ineo Systrans	RTPI	£90,117		40% funded by ERDF
Ineo Systrans	RTPI	£30,932		40% funded by ERDF



Supplier	Project/Service	Net Amount	Supplier Total	Comments
Ineo Systrans	RTPI	£16,174		40% funded by ERDF
Ineo Systrans	RTPI	£15,440		40% funded by ERDF
Ineo Systrans	RTPI	£71,540		40% funded by ERDF
Ineo Systrans	RTPI	£45,011		40% funded by ERDF
Ineo Systrans	RTPI	£24,224	£1,100,214	40% funded by ERDF
JPFS Consultancy	RTS	£2,850	£2,850	
Lindean Partnership	Project Management	£5,013		£1,343 funded by ERDF
Lindean Partnership	Project Management	£4,137		£1,115 funded by ERDF
Lindean Partnership	Project Management	£5,077		£433 funded by ERDF
Lindean Partnership	Project Management	£4,476		£1,177 funded by ERDF
Lindean Partnership	Project Management	£3,839		£548 funded by ERDF
Lindean Partnership	Project Management	£4,551		£679 funded by ERDF
Lindean Partnership	Project Management	£6,326		£1,156 funded by ERDF
Lindean Partnership	Project Management	£4,568		£827 funded by ERDF
Lindean Partnership	Project Management	£5,070		£420 funded by ERDF
Lindean Partnership	Project Management	£3,421		£412 funded by ERDF
Lindean Partnership	Project Management	£5,244		£868 funded by ERDF
Lindean Partnership	Project Management	£3,670	£55,392	£786 funded by ERDF
MVA Consultancy Ltd (now known as Systra)	RTS	£2,500		
MVA Consultancy Ltd	Joint Funded Project	£2,400		Commissioned & 100% funded by partner local authorities
MVA Consultancy Ltd	Joint Funded Project	£8,000		Commissioned & 100% funded by partner local authorities
MVA Consultancy Ltd	Foodport	£19,675		50% funded by ERDF

Supplier	Project/Service	Net Amount	Supplier Total	Comments
MVA Consultancy Ltd	Joint Funded Project	£11,000		Commissioned & 100% funded by partner local authorities
MVA Consultancy Ltd	Joint Funded Project	£4,175		Commissioned & 100% funded by partner local authorities
MVA Consultancy Ltd	RTS	£5,000		
MVA Consultancy Ltd	Lo-Pinod	£10,000		50% funded by ERDF
MVA Consultancy Ltd	Joint Funded Project	£10,055		Commissioned & 100% funded by partner local authorities
MVA Consultancy Ltd	Lo-Pinod	£20,900		50% funded by ERDF
MVA Consultancy Ltd	Lo-Pinod	£38,500	£132,205	50% funded by ERDF
URS	Foodport	£404		50% funded by ERDF
URS	Joint Funded Project	£42,000	£42,404	Commissioned & 100% funded by partner local authorities
WYG	RTPI	£8,385		40% funded by ERDF
WYG	RTPI	£19,278		40% funded by ERDF
WYG	RTPI	£12,763		40% funded by ERDF
WYG	RTPI	£18,238		40% funded by ERDF
WYG	RTPI	£36,344	£95,007	100% funded by BIF (£18,011); 40% funded by ERDF (£18,333)
Total		£1,438,873.00	£1,438,873.00	

5) Payments in Excess of £25,000

Payee	Commodity/Service Description	Payment Date	Gross Amount	Comments
Ineo Systrans	RTPI	24/07/2013	£35,269	40% funded by ERDF
Ineo Systrans	RTPI	24/07/2013	£120,273	40% funded by ERDF
Ineo Systrans	RTPI	07/08/2013	£52,000	40% funded by ERDF
Ineo Systrans	RTPI	07/08/2013	£98,220	40% funded by ERDF
Ineo Systrans	RTPI	07/08/2013	£40,091	40% funded by ERDF
Ineo Systrans	RTPI	18/12/2013	£147,330	40% funded by ERDF
Ineo Systrans	RTPI	18/12/2013	£78,000	40% funded by ERDF
Ineo Systrans	RTPI	18/12/2013	£49,110	40% funded by ERDF
Ineo Systrans	RTPI	18/12/2013	£26,000	40% funded by ERDF
Ineo Systrans	RTPI	29/01/2014	£28,410	40% funded by ERDF
Ineo Systrans	RTPI	29/01/2014	£78,576	40% funded by ERDF
Ineo Systrans	RTPI	29/01/2014	£32,073	40% funded by ERDF
Ineo Systrans	RTPI	29/01/2014	£52,000	40% funded by ERDF
Ineo Systrans	RTPI	31/03/2014	£108,141	40% funded by ERDF
Ineo Systrans	RTPI	31/03/2014	£37,119	40% funded by ERDF
Ineo Systrans	RTPI	31/03/2014	£85,849	40% funded by ERDF
Ineo Systrans	RTPI	31/03/2014	£54,014	40% funded by ERDF
Ineo Systrans	RTPI	31/03/2014	£29,069	40% funded by ERDF
JMW Systems Ltd	RTPI	24/04/2013	£47,203	40% funded by ERDF
JMW Systems Ltd	RTPI	24/04/2013	£36,914	40% funded by ERDF
Liftshare	Sustainable Travel	22/10/2013	£29,999	
MVA Consultancy Ltd	Lo-Pinod	24/12/2013	£25,080	50% funded by ERDF
MVA Consultancy Ltd	Lo-Pinod	23/01/2014	£46,200	50% funded by ERDF
Trapeze	Core	28/05/2013	£50,541	
URS	Joint Funded Project	31/03/2014	£50,400	Commissioned & 100% funded by partner local authorities
WYG	RTPI	17/03/2014	£43,612	100% funded by BIF (£18,011); 40% funded by ERDF (£18,333)
Total			£1,481,493	

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

Nil return.

Appendix II: Public Services Reform (Scotland) Act 2010 Statement on Sustainable Economic Growth

Public Services Reform (Scotland) Act 2010

Duties on Public Bodies to provide information

Sustainable Economic Growth – September 2014

1. Introduction

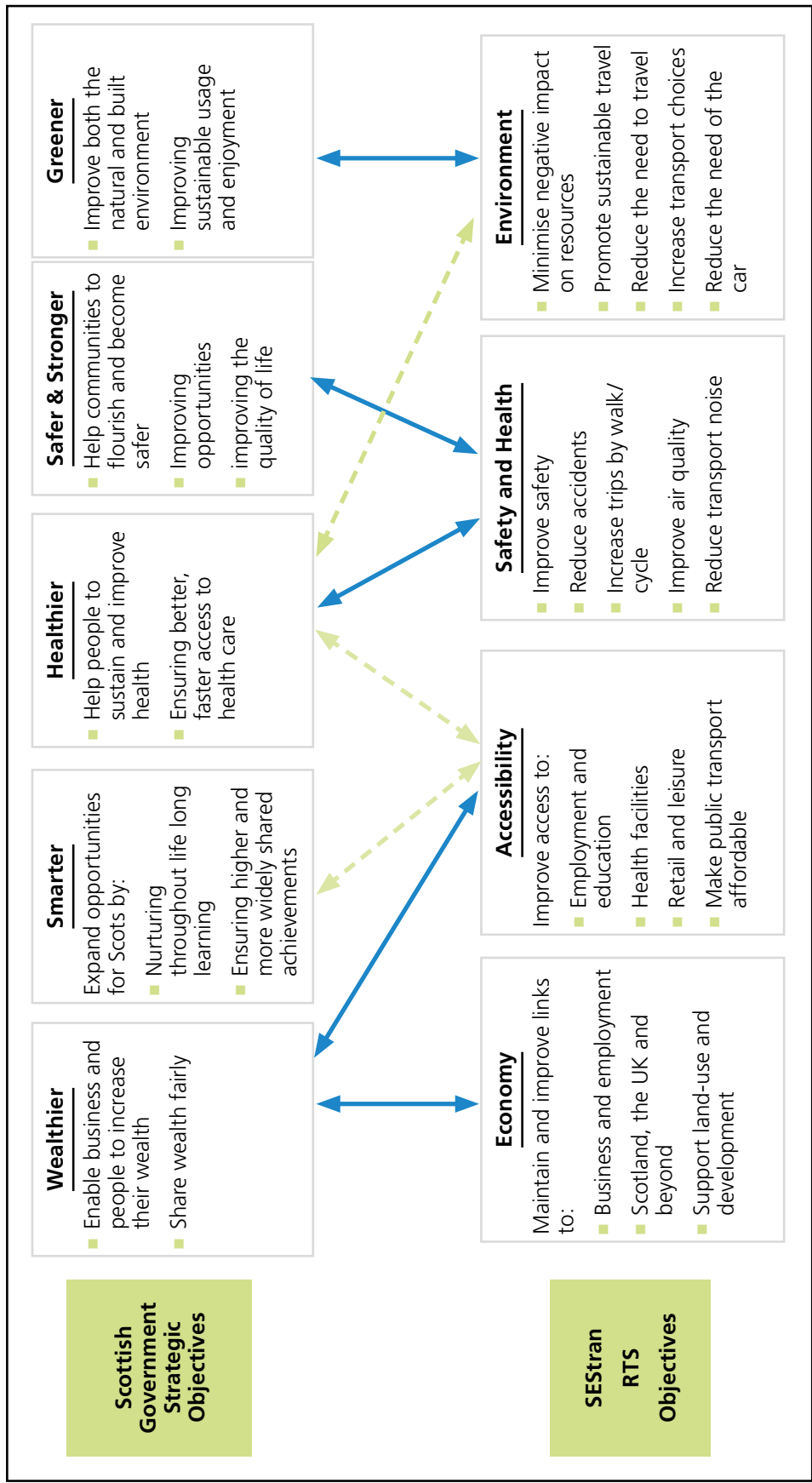
- a) Section 32(1)(a) of the Public Services Reform (Scotland) Act 2010 provides that as soon as reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during the financial year to promote and increase sustainable growth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

- a) 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."
- b) 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

- a) 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 opposite.



4. Sustainable Economic Growth

- a) SEStran’s primary function is to produce and implement a Regional Transport Strategy.
- b) 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.’
- c) 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.
- d) The principal ethos in setting and determining the Regional Transport Strategy has therefore been to encourage and permit sustainable economic growth.
- e) SEStran has made significant progress in 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. The revised strategy will be subject to consultation with a view to final approval in spring 2015.

5. What has been done in 2013/14

- a) 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. £1m funding received from the Bus Investment Fund. Project was formally launched by the Minister for Transport and Veterans on 29th April 2014. Potential £4.3m project with 40% funding from Europe and £1m from Scottish Government.	External contract, partnership with bus companies, co-funding from Scottish Government, EU, 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 £4.3m investment in public transport infrastructure in the region. Investment during 2013/14 was £0.798k

Service	Description	Delivery Model	Benefits achieved
iTransfer	EU 50% funded project examining the case for cross Forth passenger ferry services and co-funding improvements to North Berwick harbour. Cross border project potentially linking Fife and East Lothian.	Partnership with private sector, East Lothian Council and other European partners. External contract and direct staff input.	This project will encourage tourist activity between Fife and Edinburgh. . Investment during 2013/14 was £50,000
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 2013/14 was £133,000
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 2013/14 was £75,000
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 2013/14 was £47,000
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.



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. Land negotiations under way.
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 2013/14 was £4,380.
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, Scottish Government consultations, transport Scotland strategies and major projects, DfT consultations etc.	Direct staff input, framework contracts, seconded consultant. Provision of chair of Scottish High Speed Rail Group and member of East Coast Mainline Authorities group.	Met statutory requirement for community planning and SOAs and influenced other providers to the benefit of SEStran area. Publication of report on HSR and ECML. Investment during 2013/14 was £46,000
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 2013/14 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 2013/14 was £57,000
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 2013/14 was £76,000
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 contracts, 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 2013/14 was covered in other project costs.



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 2013/14 was £19,000
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. Co-funding of Traveline App. For the visually impaired. Investment during 2013/14 was £4,000
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 2013/14 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. Framework contracts have now expired and future work will be carried out using Scotland Excel or Transport Scotland frameworks.	Many projects have been delivered through these commissions by SEStran and also by partnership authorities delivering local schemes Framework contract commissioning ceased in July 2013
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 2013/14 was £1.16m

6 RTS projects delivered by partner local authorities

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



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

Public Service Reform (Scotland) Act 2010

Statement of efficiency, effectiveness and economy

SEStran 2013/14

During 2013/14 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 Lothian's, Fife and Scottish Borders. In addition, SEStran provides administration support to SESPLAN by sharing the use of our three administration 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 2013/14 was £19,230

■ 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 2013/14 was £22,625.

■ 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 2013/14 was £349

Routewise Data Base

SEStran provides a central data base (Routewise) of public transport bus registrations that links directly to the Scottish Traveline 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 has 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 has built up and now saves ~59,000 miles a week through 5,500 passenger trips. This reduction in travel on the regional road network reduces CO₂ emissions by 19 tonnes every week and has a current membership of 7,839. Since the group's inception there have been 12,457 members who have joined Tripshare SEStran. The decrease in membership from last year is as a result of cleaning the group's data and as such a number of members were removed.

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 out with 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

Procurement Activity

SEStran assisted Kent County Council in the procurement of a passenger ferry across the Thames.

Framework Contracts

SEStran 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 both Midlothian and East Lothian Councils have used the frameworks to progress their own projects. The framework contracts have now expired and future procurement will be carried out using Scotland Excel or Transport Scotland frameworks.

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 are 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 was appointed through EU procurement procedures and the advisory consultant was appointed through the DTI framework thereby reducing procurement costs. The project provides 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 project was formally launched by the Minister for Transport and veterans on 29th April 2014. The total project value is £4.3m of which £1.3m is funded from ERDF funding and £1m from the Scottish Government's Bus Investment Fund. 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 (including sub-partners East Lothian Council and Maid of the Forth) budget for the project is €14,500 with €57,250 funding from the EU. It is a cross border project linking Fife and East Lothian 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 €56,000 of which €78,000 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 Hitrans. 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 €68k with €84k 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 €60k with €30k 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. The project is now in the Local plan and land negotiations are under way.

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. The report is now finalised and has resulted in inclusion as a priced option in the Scotrail franchise procurement.

Risk Management

Risk management 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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All SEStran publications are available in a variety of formats, including large print, braille and a range of minority languages. For further information, please contact us on 0131 524 5150.