SEStran
*South East of Scotland Transport Partnership*

**Annual Report
2011/12**

## Contents

*Russell Imrie, SEStran Chair*



*Alex Macaulay, SEStran Director*

The past year has seen continued progress on the proposal to roll out **Real Time Passenger Information** for bus travellers across the region. Funding is in place for developments in East Lothian, Scottish Borders, Fife, West Lothian and cross boundary services between Dumfries and Galloway and Scottish Borders and to link into the existing systems operational in Edinburgh, Midlothian and Cumbria with delivery scheduled over a three year period to tie in with available EU match funding. The project will see real time bus passenger information available for services provided by First and Stagecoach as well as the existing information for Lothian Buses and operating agreements are in place with the two major bus companies for implementation and future maintenance. The total project value at present is £3,328,000 with £1,327,000 of match funding secured from the European Regional Development Fund and £501,000 from West Lothian Council and SWESTRANS. This project will overcome a major barrier to increased modal shift from car to bus through the provision of reliable real time information on bus arrival times available through a combination of bus stop and bus station signs, web based information, iPhone applications and screens in shops and cafes. The bus operators will also see a significant improvement in the quality of information available to them for better and more efficient fleet management. The project has successfully completed site acceptance tests, with a view to major installation starting in autumn 2012.

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 a major business to business meeting was held in Brussels in November 2011 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. This

meeting had support from Scottish Government, Scottish Enterprise, Belgian Government and Belgian chamber of commerce. A similar event will be held in Edinburgh on 8 November 2012. A Business Breakfast was held in Glenrothes in January 2012 organised by the Fife Economy Partnership with 50 local businesses in attendance. A presentation was made detailing the EU projects in which SEStran is currently engaged and the issues surrounding the movement and export of goods.

- "**Lo-Pinod**", was initially configured to provide a trial container ship service in partnership with Forth Ports at Leven to Grangemouth harbour for onward export of goods replacing truck based movements across the Forth Road Bridge Procurement of the vessel was carried out by SEStran with assistance from TRI and Forth Ports with a view to Forth Ports entering into the contract with the operator. In the event Forth Ports were unable to finalise contractual agreements with the company that would have provided the goods for transport so the project is now in the process of being re-configured. Currently it is proposed to carry out master planning of the Forth ports harbours with a view to the growing sustainable energy industry. In addition engineering design for deepening dock access at Grangemouth along with research into the imbalance of container availability for export of goods will be carried out. This re-configuration of the project will be subject to agreement with the North Sea Commission of the European Union.

- **I-Transfer** was initially intended to part fund the introduction of a passenger ferry service across the Forth in partnership with Stagecoach. Stagecoach have since then withdrawn from the project and it is now being re-configured to provide tourist related ferry services from North Berwick across the Forth in partnership with a tourist ferry operator. Again, this re-configuration will be subject to approval 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** which will consider the sustainable distribution of freight throughout the North West Europe region. Work started on this during financial year **2011/12** and good progress has been made. SEStran has carried out an analysis of freight movements by mode and category of freight for the Weastflows area and provided this to partners for their use. In addition we have developed the questionnaire that will be used in discussions with businesses to explore more sustainable freight movements and best practices.

- **Dryport** which has examined the case for a Dryport (a multi-modal freight hub) in central Scotland. In addition to the analysis work progressed on Consolidation Centres, Rail Freight Development and Marketing, Sustainable Distribution Centres, a STAG appraisal of the Levenmouth railway, a STAG appraisal of the extension of Stirling/Alloa railway to Dunfermline, Rosyth and Edinburgh and publication of a Freight routing map for the region the Dryport project has funded a major international conference in Edinburgh, involving 130 delegates from 30 countries and speakers from all over the world. The Dryport project was completed in June 2012.

The above five projects together have a total SEStran budget of £2,077,000 , which includes 50% ERDF(£1,038,500) and have contributed to the SEStran core budget a total of £727,000 through staff recharges thus reducing pressure on the local authority requisition. Private sector partners are also providing funding which also attracts 50% ERDF and will act as a catalyst for significant further private sector investment in the region.

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:

- Midlothian Council for a travel map,
- Jewel and Esk College for an electric cars project,
- Queen Margaret University for travel planning
- Napier University for a green travel event
- NHS Fife for a cycle to work scheme
- The Bike Station for a cycle map
- North Berwick Seabird centre for cycle parking

Work has continued on filling the gaps in the regional urban cycle network through provision of grants for cycleway construction to West Lothian, City of Edinburgh, Clackmannan and Falkirk Councils. SEStran has supported four sustainable transport events as follows:

- The SEStran Megacycle 1 May 2011
- Walk n' Talk: Take the Right Route to Strathcarron Hospice, 12 June 2011
- SEStran Two Capitals Cycle Ride, 19 June 2011
- Borders Walking Festival 4–10 September 2011

We have continued to see growth in Tripshare SEStran with over 6,900 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.

SEStran has continued to **influence other transport providers** to ensure the needs of the region are addressed. We have continued to provide input to Transport Scotland on the form of the public transport strategy for cross Forth travel in association with the proposals for a replacement Forth crossing. We provided input to the Office of Fair Trading and the Competition Commission on the review of bus services, Greengauge 21 and Transport Scotland on high speed rail, to the rail industry on franchising and infrastructure issues and to our partner Local authorities on local plans and SOAs. 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 the joint RTP/COSLA Transport Strategy Group and regular liaison at official level.

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. This analysis will form a major part of the work required to update the Regional Transport Strategy this year.

This is the third 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 use of Tripshare and increases in the proportion of walking and cycling trips. On the negative side there have been localised increases in congestion at some monitoring sites and a deterioration of public transport in some rural areas.

While we now have three 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 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 31 March 2012. 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 sixth annual report which focuses on the monitoring of the delivery of the RTS. The RTS was approved by the SEStran board on 18 April 2008 and by the Scottish Government on 24 June 2008. Additionally the implementation of the capital and revenue programme for 2011/12 is covered.

## 3. Board Establishment

During 2011/12, the Partnership had a full quota of 20 councillor members and had 9 non-councillor members.

## 4. Meetings

During 2011/12 the Partnership Board has met as follows:

- 8 April 2011
- 10 June 2011
- 12 August 2011
- 14 October 2011
- 2 December 2011
- 2 March 2012

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

- 27 May 2011
- 29 July 2011 – Meeting Cancelled due to lack of business
- 30 September 2011
- 18 November 2011
- 17 February 2012

## 5. Meeting Attendance

Attendance at meetings is shown in the following tables:

**Substitutes**
**S1 Cllr Kenneth Earle**
**S2 Cllr Tom Weatherstone**

| Attendees (Councillors) | | Partnership Board – Meeting date | | | | | |
|---|---|---|---|---|---|---|---|
| Name | Council | 08/04/2011 | 10/06/2011 | 12/08/2011 | 14/10/2011 | 02/12/2011 | 02/03/2012 |
| Cllr Donald Balsillie | Clackmannanshire | | | | | | |
| Cllr Alex Bennett | Midlothian | | | | | | |
| Cllr David Berry | East Lothian | | | | | ✓ | ✓ |
| Cllr Tom Buchanan | Edinburgh | | ✓ | | ✓ | | |
| Cllr William Buchanan | Falkirk | | | | | | |
| Cllr Neil Calvert | Scottish Borders | ✓ | ✓ | ✓ | | ✓ | |
| Cllr Eddie Carrick | Clackmannanshire | | S1 | S1 | S1 | | |
| Cllr Ian Chisholm | Fife | | | ✓ | ✓ | ✓ | ✓ |
| Cllr Martyn Day | West Lothian | | | | | | |
| Cllr Jim Fullarton | Scottish Borders | | | ✓ | ✓ | | S2 |
| Cllr Russell Imrie (Chair) | Midlothian | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Cllr Allan Jackson | Edinburgh | | | ✓ | ✓ | ✓ | ✓ |
| Cllr Joe Lemetti | Falkirk | ✓ | | ✓ | | | |
| Cllr Tony Martin (Vice Chair) | Fife | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Cllr Greg McCarra (Vice Chair) | West Lothian | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Cllr Gordon McKenzie | Edinburgh | | | ✓ | ✓ | ✓ | |
| Cllr Ian Perry | Edinburgh | | ✓ | ✓ | | | |
| Cllr Mike Rumney | Fife | | | ✓ | ✓ | | |
| Cllr Barry Turner | East Lothian | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Cllr Phil Wheeler (Vice Chair) | Edinburgh | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

| Attendees (Non Elected Members) | Partnership Board – Meeting date | | | | | |
|---|---|---|---|---|---|---|
| Name | 08/04/2011 | 10/06/2011 | 12/08/2011 | 14/10/2011 | 02/12/2011 | 02/03/2012 |
| Charlie Anderson | | ✓ | ✓ | | ✓ | ✓ |
| Graham Bell | | ✓ | ✓ | ✓ | ✓ | |
| Bill Cantley | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Phil Flanders | ✓ | | ✓ | ✓ | ✓ | ✓ |
| John Jack | ✓ | | ✓ | ✓ | ✓ | ✓ |
| John Martin | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Neil Renilson | ✓ | | ✓ | ✓ | ✓ | ✓ |
| Sandy Scotland | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Tom Steele | | | | ✓ | ✓ | |

| Attendee | | Performance and Audit Committee Meeting date | | | |
|---|---|---|---|---|---|
| Name | Council | 27/05/11 | 30/09/2011 | 18/11/11 | 17/02/12 |
| Charlie Anderson | Non Councillor | | | ✓ | ✓ |
| Cllr Alex Bennett | Midlothian | | | | |
| Cllr Neil Calvert | Scottish Borders | ✓ | ✓ | ✓ | ✓ |
| Cllr Ian Chisholm | Fife | | ✓ | | ✓ |
| Cllr Greg McCarra (Vice Chair) | West Lothian | ✓ | | ✓ | ✓ |
| Sandy Scotland | Non Councillor | ✓ | ✓ | ✓ | |
| Cllr Phil Wheeler (Vice Chair) | Edinburgh | ✓ | | ✓ | |

## 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 reported to the SEStran Board. The changes outlined will be subject to confirmation at the October 2012 Board.

## 7.   Standing Orders

The standing orders were last modified in June 2009, where the main modification was to clarify the circumstances in which non-councillor members could vote. The main change proposed in this redraft is 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 is 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 is 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 have been revised.

## 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 but it is felt that there is not any need for change. The principle purpose of a scheme of delegation is to ensure that operational matters can be carried out between partnership meetings by officers but that issues of policy can be dealt with by the Partnership Board or the Performance and Audit Committee.

## 10.  Human Resources policies/procedures

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

**SEStran HR Policy Update June 2012**

**Summary of changes**

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

## 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

- Freight Quality Partnership

## 13.  Chief Officers Liaison Group

The Chief Officers Liaison group met five times during 2011/12, 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. The input to the SESplan Strategic Development Plan was developed through SESplan Key Agency groups. During this year there has been no requirement for the group to meet but it is proposed that this group will play a key role in the revision of the current strategy.

## 15. Bus Liaison Group and Bus Forum

Two meetings of the Bus Forum and one Bus Liaison Meeting were held during the period. The Liaison Group consists of SEStran and Local Authority Officers, Scottish Government, Confederation of Passenger Transport (CPT), Traveline and CTA (Community Transport Association). In addition, invitees to the Forums also include all the bus operators serving the SEStran area, including the three main bus operators (First Edinburgh, Lothian Buses and Stagecoach) as well as Bus Users UK. Attendance at the Liaison Group and Forum meetings varied between 12 and 29.

The meetings discussed and monitored progress on key SEStran projects such as the SEStran Bus Passenger Information Strategy, Real Time Information and the joint SEStran Database and Information System (Routewise). Progress on SEStran studies/projects that involve bus – such as Edinburgh Orbital Bus Rapid Transit and the South Tay Park & Ride project – were reported to the meetings. The progress of the development of a Forth Crossing Public Transport Strategy, were also considered in addition to other Government's issues including Concessionary Travel and BSOG.

A significant issue was the SEStran responses to the various stages of the Competition Commission's investigation into the Local Bus Services Market.

## 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 2011-12. Attendance varied between 16 and 20.

All the meetings included updates on performance and developments by the operators present. Key issues throughout the year were the impact of the May 2011 East Coast timetable (EUREKA) and the provision of a local ScotRail services between Edinburgh and Dunbar and possibly beyond.

Two key issues discussed at the Forum were the Rail 2014 consultation by Transport Scotland. Several separate meetings were held on this issue alone and would include the future ScotRail franchise and the future investment of railways in Scotland. The other key issue was on High Speed rail where both DfT and Transport Scotland led on the consultation.

Much of the meetings covered 'local' operational issues and all the major Rail Schemes being delivered or proposed in the SEStran area, including the EGIP project and the improvement to Waverley Station.

## 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.

A Sustainable Transport Forum is now held annually and is chaired by a SEStran Board Member. Speakers and attendees from outside bodies have included: the Scottish Government Sustainable Transport Team, Cycling Scotland, Energy Saving Trust, Sustrans and Stagecoach.

## 18.  Equalities Forum

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

The main element of the Forum's work was the development of the SEStran Thistle Assistance Card which was identified as a priority within our Action Plan. This card indicates to the bus driver the type of disability the passenger has and the help they require. SEStran have currently distributed 30,000 Thistle Cards in the SEStran area and have made the design of the Thistle Card available to other approved bodies.

## 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 organised a seminar at the new Forth Valley Royal Hospital at Larbert "Smarter Access to Healthcare" which was well attended and covered issues from hospital parking to high-tech patient communications and booking systems.

## 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. Also topics of current interest were discussed including lorry parking provision, including the closure of the lorry park at the Forth Bridge, and the impact of maintenance works on the Forth Road Bridge. A review was also carried out on the membership of the group, as many original members had moved on or changed employment. A Communications Strategy has been developed and approved by FQP members and the group will now meet on a more regular basis.

## 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 2011/12. The agendas for these meetings have allowed discussion and agreement on issues of mutual concern. The joint Transport Strategy Group of RTP chairs and senior COSLA members which was established to create closer liaison between the parties continues to meet regularly and deal with areas of mutual interest.

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.

SEStran completed its term as secretary to the Joint Chairs group including chairing the RTP Liaison Group and has now passed this on to TACtran.

### 22. Consultations

During 2011/12, 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:

| | | |
|---|---|---|
| InterCity West Coast Franchise Consultation | Department for Transport (DfT) | Apr 2011 |
| Edinburgh Airport Master Plan | Edinburgh Airport | Apr 2011 |
| Local Bus Services Market Investigation | Competition Commission | May 2011 |
| High Speed Rail; Investing in Britain's future | DfT | Jul 2011 |
| Rail Freight Sites Market Study | Office of Rail Regulator (ORR) | Aug 2011 |
| InterCity West Coast Franchise; Invitation to Tender | DfT | Aug 2011 |
| Extending Bus Service Registration and BSOG to DRT | Scottish Government | Sep 2011 |
| Developing a sustainable framework for UK aviation | DfT | Oct 2011 |
| Edinburgh Glasgow (rail) Improvement Project (EGIP) | Network Rail | Nov 2011 |
| Rail 2014 (including ScotRail Franchise) | Transport Scotland | Feb 2012 |
| Rail Freight Sites Market Study; Industry Action Plan | ORR | Feb 2012 |

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 such as Transport Futures (an arm Local Government associations and Regional Transport bodies in the UK)

As part of the Scottish Government/Transport Scotland's High Speed Rail preparation and consultation, SEStran was part of Government working groups to take forward this issue and documents covering the business case and route choices were published in Dec 2011 and Jan 2012.

SEStran also provided in-depth comments on Transport Scotland/First ScotRail's study into Edinburgh–Dunbar-Berwick upon Tweed-Newcastle local rail services.

In respect of the Rail 2014 consultation, there were several consultation meetings with Transport Scotland, some also involving Members.

There was also close liaison between SEStran and the Competition Commission regarding their Investigation into the Local Bus Service market.

## 23. Establishment as at 31 March 2012

During 2011/12 the SEStran offices were home to 8 paid employees.

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

In addition support was provided from the Lindean Partnership Ltd in the management of specific projects and provision of advice.

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

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

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

Some highlights of involvement are:

**Fife** The new community plan has been developed with the assistance of St. Andrews University as a facilitator and involved a series of workshops with elected members, officials and representative of community partners. The current financial climate was a major influencing factor in the work along with the objective of sustainable economic development and meeting the Government's climate change targets. SEStran is currently working closely with the Council on their Local Development Plan

**West Lothian** SEStran is represented in the Community Planning Partnership at a working group and steering group level in West Lothian. The main focus has been trying to develop an effective partnership and to progress initiatives of mutual interest and benefit. The SOA has been updated to reflect changing financial conditions and also reflect current priorities.

**Clackmannanshire** SEStran has been involved in the Environmental Partnership Group, playing a significant role in considering the environment impact of transport related to the implementation of Development plans and other policies including the SOA. A review of members' roles and responsibilities was undertaken to focus in on the Council's priorities.

**Falkirk** SEStran is represented on the Falkirk Community Planning Partnership at both Working Group and Steering Group level and has contributed to the discussions on Sustainable Transport.

**Midlothian** SEStran is a member of both the Steering Group and Working Groups of Midlothian Community Planning Partnership and has contributed to the development of the council's SOA, recent discussions have centred on sustainable travel and the use of electric vehicles including the installation of power points for these vehicles.

**East Lothian** SEStran's representation in Community Planning in East Lothian has been through the Environment Housing and Places (EHP) Theme Group. SEStran has contributed to the refinement of logic models which plots the activities aimed at achieving the desired outcomes within the SOA. SEStran has contributed to the preparation of the Environment Strategy and is now working with the Council in developing their Local Development Plan.

**Scottish Borders** The Scottish Borders approach to Community Planning is taken under the banner of New Ways. SEStran has been involved in the Competitive Borders group which is focussed on retaining and developing business in the Borders area in which the role of transport is a key feature.

**City of Edinburgh** Although SEStran has representation on the Community Planning Partnership Board, the main activity has been working with other agencies in providing input to their Local Development Plan.

## 25. General

Using the Regional Transport Strategy (RTS) as a base, SEStran has been examining freight distribution, Access to healthcare, promoting equalities and developing the role of Demand Responsive Transport.

This year, as part of European funded projects, we have been examining freight movement and distribution within the SEStran area. Previous Dryport studies have examined the movement of freight by road and rail and also the potential for the provision of consolidation and distribution centres. This work is now been completed and submitted to Europe. Copies of the reports are available on our website

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.

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 will form the basis of a revision of our RTS starting this year

## 26. Monitoring and Reporting

In September we received our third 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 last year's base 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.

The monitoring carried out is indicating some encouraging trends:

- Improved accessibility to jobs from areas of unemployment and access to the rest of Scotland and the rest of the UK by public transport.

- Again there have been changes to the input data which gives a better representation of accessibility to bus services in rural areas. This has exaggerated the improvements in accessibility. Improvement of accessibility to the rest of Scotland and the UK is evident across all modes with increased bus, rail and air services. Although there appears to be an overall decline in public transport accessibility, to jobs in certain areas. Livingston is noted in having significantly improved accessibility. Connectivity to the west of the area has also improved especially with the opening and operation of new services on the Airdrie Bathgate line.

- Although overall congestion at key locations has increased slightly in line with the increased car ownership, general traffic levels have decreased and congestion at the Kincardine Bridge with the opening of the Clackmannanshire Bridge has been significantly reduced. Congestion on the A720 has also decreased.

- Accessibility to health care facilities has improved in general for non-car owning households with small changes at all hospitals but with deterioration in evening access evident in most areas. The opening of the new hospital in Larbert may explain the reduced access required for the Falkirk and District Royal Infirmary and Stirling Royal Infirmary.

- Improved access to retailing leisure and education locations, especially further education facilities.

- The numbers of people using rail stations in the SEStran area have increased by 21% between 2006/07 and 2010/11 but the numbers using local public transport have decreased.

- Traffic levels have reduced by 3.0% between 2007 and 2010 and fuel sales have decreased by 4.0% between 2006 and 2009 indicating a reduction in vehicle fuel consumption as well as vehicle mileage

- The numbers of people using Tripshare has increased by 44% since 2009

- The number of accidents on our roads is decreasing

- The proportion of walking and cycling trips is increasing with an 8% increase in walking and a 2% increase in cycling reported since 2005/2006

However, not so encouraging is the increased reliance on car as the main form of transport. Also people's perception of public transport has deteriorated. General access to jobs using public transport is deteriorating in some areas probably reflecting the pressures on rural bus services in some areas.

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

Finally, it is important to note that this review represents only three 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.

## 27. Monitoring & Partner Authorities

The capital project currently being delivered directly by SEStran is the Regional Real Time Passenger Information System. Other capital projects are being delivered by the partnership authorities and Appendix 2 details expenditure on these projects in financial year 2011 – 2012. These projects are currently being progressed towards delivery of the RTS utilising what was the Regional Transport Partnership's capital grant and a spreadsheet monitoring the delivery of these projects is presented to meetings of the Partnership Board.

There has been minimal capital expenditure on the transport projects that are contained in the Regional Transport Strategy Delivery Plan. The last year that SEStran received a capital grant from government, financial year 2007/08, total capital expenditure on strategic regional transport projects was £14.75 million. However in the last financial year, 2011/12 expenditure was only £0.132 million. It should be noted that capital expenditure detailed in the Delivery Plan for the first 3 years of the RTS was as follows; Region Wide and Specific Groups and Areas £6.77 million, Network Based Measure £24.808 million giving an overall total of £31.58 million.

## 28. Real Time Passenger Information

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

The delivery of the system is now well underway with the completion of a Joint Design Exercise and Factory Acceptance Testing in January 2012 which included the active participation of the bus operators and the system supplier Ineo. Pilot Testing of the system will began in April 2012 with eight First buses and six Stagecoach buses equipped to take part in these tests. The Site Acceptance Tests were successfully completed in September 2012 and we now move into the installation phase of the project with the equipping of buses commencing in November 2012. The bus operators First Scotland East and Stagecoach have signed a legal agreement with SEStran for data sharing and more importantly a financial contribution to the ongoing system maintenance.

## Revenue Projects Budget 2011/12

| Project Code | Project | Budget £ | Actuals £ |
|---|---|---:|---:|
| EU1 | Dryport | 100,000 | 95,965 |
| EU2 | Connecting Food Ports | 70,000 | 66,648 |
| EU4 | Lo-Pinod | 200,000 | 81,819 |
| EU5 | iTransfer | 196,000 | 50,943 |
| EU6 | Weastflows | – | 61,456 |
| R12 | Edinburgh Orbital Bus Project | – | 511 |
| R15 | Park & Choose South Tay Bridge | – | 336 |
| R17 | Sustainable travel awareness | 130,000 | 112,838 |
| R34 | Project management costs | 15,000 | 13,601 |
| R35 | Park and Ride strategy | – | 3,500 |
| R37 | RTS monitoring | 5,000 | 9,353 |
| R41 | Specialist rail bus advice | 25,000 | 30,271 |
| R42 | Regional Development Plan input | 20,000 | 7,925 |
| | RTPI – revenue contribution | 110,000 | – |
| | One Ticket | – | 28,296 |
| | Urban cycle networks | 70,000 | 48,845 |
| | Term commission management | 5,000 | 3,908 |
| | Other LA joint projects | – | 152,362 |
| | DRT review | 35,000 | – |
| | Equalities forum actions | 20,000 | 10,698 |
| | RTPI capital | – | 1,304,991 |
| | Add: core budget overspend | – | 28,903 |
| **Expenditure** | | **1,001,000** | **2,113,168** |
| | | | |
| EU1 | Dryport | -50,000 | -48,339 |
| EU2 | Connecting food ports | -35,000 | -49,575 |
| EU4 | Lo-Pinod | -92,000 | -40,820 |
| EU5 | iTransfer | -186,000 | -19,781 |
| EU6 | Weastflows | – | -29,100 |
| R23 | RTPI | – | -1,154,810 |
| | Scottish government grant | -540,000 | -540,000 |
| | SESplan | -48,000 | -60,296 |
| | Dryport conference | – | -9,661 |
| | One Ticket | – | -34,065 |
| | Urban Cycle Networks | -50,000 | – |
| | Other LA joint projects | – | -152,362 |
| **Income** | | **-1,001,000** | **-2,138,809** |
| **Net expenditure/ (income)** | | **–** | **-25,641** |

## Details of Revenue Budget 2011/12

The spreadsheet highlights the underspend of £25,641.

The details of some the Revenue Projects undertaken in 2011/12 are given below with further information provided throughout this Annual report.

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

**iTransfer (Innovative Transport Solutions for Fjords, Estuaries and Rivers)**
The iTransfer project has the objective to develop ferry services in the North Sea Region and SEStran and Stagecoach formed a Scottish Partnership in this project. The project was intended to develop a hovercraft passenger ferry service between Kirkcaldy and Portobello but Stagecoach withdrew after being refused planning permission for the landing on the south side of the estuary. A subsequent analysis of a conventional ferry from Burntisland to Granton showed the service as not being viable and Stagecoach have now withdrawn from the project.

SEStran continues to work with iTransfer partners from across Europe on a number of ferry related work streams and work on this completed to date includes;

- Specification for a ferry vessel (Based on previous Hyder Study)

- Methodology for evaluating island lifeline ferries (Based on Scottish Ferries review)

- Model business plan(Based on Hovercraft trail)

- Partner questionnaire

- Business plan for Hovercraft

- Specification for a passenger ferry terminal (based on Hyder study)

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

SEStran is currently working with another ferry operator with a view to developing a tourism related service on the Forth as part of the iTransfer project.

**LO-PINOD (Logistics Optimisation for Ports Intermodality Networks, Opportunities and Developments)**
SEStran and Forth Ports form the Scottish Partnership in this project with an initial proposal to trial the movement of containerised freight by cargo ship in the Forth Estuary.

The trial would have removed 1.25 million km of lorry movements from roads in the region with significant environmental benefits in terms of carbon reduction and further benefits in the areas of road maintenance, road safety and traffic congestion.

The trial would also have reduced the number of HGVs crossing the Forth Road Bridge.

SEStran's role in this project was to support Forth Ports in the public procurement of services to support the proposed trial and then to undertake the research and development of a Business Case for the service. A successful trial of this short sea shipping service would then be promoted locally and throughout the North Sea Region.

SEStran at Forth Ports behest began the project management for the procurement of a container ship to undertake the trial in Spring 2011 and took this through to preferred bidder stage with the tender assessments undertaken by SEStran, Forth Ports and Tri.

The commercial discussions with the supplier of the cargo for the trial service were the responsibility of Forth Ports but an agreement could not be reached between the two parties and the procurement was stood down.

Research carried out as part of this project has identified a major imbalance between Scottish exports and imports resulting in the transporting of empty containers into Scotland to meet the needs of exporters. It is intended to carry out further work to seek to establish a more efficient and cost effective solution to this problem as part of the project. Another piece of research will be carried out into the potential for bulk materials to be transported by ship rather than by road transport.

**Connecting Food Port Regions**
SEStran and Forth Ports form the Scottish Partnership in this project that has the objective to promote better levels of accessibility and connectivity for food products across the North Sea and beyond. There is a synergy with this proposal and the work already completed for the Dryport project.

The first piece of research undertaken in this project was to identify food clusters where the manufacturers, suppliers and producers were located and how they transported their food products. This work was undertaken by MVA/TRI utilising the SEStran framework contract. This initial research was carried out on a Scotland wide geographical area as most data on this topic is national statistics.

We are now in the second stage of research carrying out detailed interviews with manufacturers, hauliers and shippers to identify when and how their products are transported and with these freight movements encourage consolidation with other suppliers in the area to move this consolidated freight in a more sustainable form of transport.

One of the objectives in this project is to identify new sustainable green transport corridors in the North Sea Region however at this time the service on Scotland's only roll on roll off ferry to Europe has had its service frequency reduced. This resulted in SEStran organising a Business to Business meeting in November 2011 held in Brussels with stakeholders in attendance from Scotland and Flanders. Maureen Watt the Chair of the Holyrood Transport Committee was among the speakers that addressed this event which had the objective to try to encourage more freight throughput between Rosyth and Zeebrugge to bolster the existing service and improve the service frequency.

A Business Breakfast was held in Glenrothes in January 2012 organised by the Fife Economy Partnership with 50 local businesses in attendance. A presentation was made detailing the EU projects in which SEStran is currently engaged and a discussion took place on the issues surrounding the movement and export of goods.

Hitrans have undertaken research into the movement of freight related to the whisky sector in their region with the result that both raw materials and finished product are being transported exclusively throughout Scotland by road. Many of these freight movements particularly the delivery of the finished product for bottling are on roads within the SEStran region. Hitrans have now joined the Food Port project to undertake a trial of moving some of this freight related to whisky production from road to rail.

A Business to Business event is now planned for 8 November in Edinburgh in conjunction with POM the West Flanders Development agency to again encourage hauliers to utilise the Rosyth to Zeebrugge ferry.

**DRYPORT**

A report to summarise the work undertaken by SEStran in the Dryport project was presented at the final Dryport project meeting in May 2012. This was complied in tandem with a similar report from the Transport Research Institute at Napier University the other Scottish partner in this project and the combined research was presented as the Scottish deliverables for this project.

The studies that SEStran have completed in this project are the Levenmouth Rail STAG appraisal, the Clackmannanshire, Fife Edinburgh Rail Study STAG appraisal, the preparation of a Regional Freight Model, the Freight Routing Study, the production of a Freight Routing map for road freight hauliers, a study into Rail Freight Marketing, a study of Consolidation Centres and a study into Sustainable Urban Distribution.

SEStran and the Transport Research Institute jointly hosted the Dryport Annual Conference in Edinburgh during October 2010 which had more than 150 delegates in attendance from 30 countries.

A presentation on the SEStran Dryport project was made to the European Transport Conference in Glasgow in October 2010 and also in October 2011.

A brochure has been produced to promote Coatbridge as Scotland's Dryport with testimonials for all the rail freight operators that are active in the region.

The Dryport project ended in June 2012 and the final financial claims have been made for this project.

**WEASTFLOWS**

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

In this project SEStran is leading on an action within a Work Package that seeks to develop with the private sector greener logistics chains and will involve some desk top research and interviews with representatives from the freight industry. It is also intended to set up interest groups again with representatives of the freight industry, government, research bodies, Scottish Enterprise etc to develop ways of improving greener supply chains.

## 30.  Sustainable and Active Travel Grants 2011/12

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 2011/12 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 2011/12:

**Jewel and Esk College, Edinburgh Colleges Electric Car Transport Initiative – £25,000.** The grant offered to Jewel and Esk College was used to procure and install four charging points at four locations across the Jewel and Esk College campuses. The project saw four electric vehicles used for daily corporate activities, their usage monitored and analysed to determine the factors that affect range anxiety amongst electric car users. On 28 March there was an event held at the Scotsman Head Office summarising the projects findings. Speakers included Keith Brown MSP, Mandy Exley Principal of Jewel and Esk College, Professor Steve Tinsley of Jewel and Esk College, Professor Tariq Muneer of TRI Edinburgh Napier and John Curtis of Transport Scotland.

**NHS Fife, Cycle to Work Scheme – £10,000.** The Cycle to Work Scheme was made available to all NHS Fife staff allowing staff to purchase bicycles and cycle equipment and spread the cost over an 18 month period. The employee effectively hires the bike from NHS Fife with the cost of the equipment deducted monthly from their wage before Tax or National Insurance is applied (thus generating saving for both the employer and the member of staff).

**The Bike Station, Student Edition and Second Edition of the Innertube Map – £4,500.** The Bike Station have used the grant to produce a student edition of the Innertube cycle map, showing all the various colleges for distribution to students at the start of the academic year. SEStran have also contributed to the second edition of the original map which includes promotional information on Tripshare SEStran on its reverse and on the Innertube website.

**Queen Margaret University, Travel Plan Implementation – £10,000.** Queen Margaret University have used the grant to update and implement their Green Travel Plan. Examples of Travel Plan measures have included: 2012 travel survey, promotional materials, identification of travel champions, travel information displays, maps, signage strategy review and an internal magazine for staff and students.

**North Berwick Sea Bird Centre, Cycle Parking – £500.** At the Sea Bird Centre, the buildings are approached either from steps from the harbour or a path from the road. North Berwick is popular with cyclists following the East Lothian coastal route and the Centre, with its café and views, is very popular with cyclists. Whilst there is a bike rack on the parking area at the bottom of the path, there are no such facilities adjacent to the Centre. The grant was used to install four Glastron 'Cycleguard' cycle parking bollards in the area of the green, each allowing secure parking for two bikes.

**Edinburgh Napier University, Green Transport and Health Event – £1,000.** The grant allows external support from organisations such as the Energy Saving Trust, the Bike Station and Lothian & Borders Police to come to the University and provide sustainable transport advice to staff and students and enhance the quality of information provided. The event is also in line with the launch of the 2012 – 2015 Edinburgh Napier Carbon Management Awareness Campaign Plan.

**Midlothian Council, Green Travel Map – £2,500.** The grant was used by Midlothian Council to update their Midlothian Travel Map for 2012. On the reverse of the main map there is also information on Bustracker, further transport mobile phone apps, concessionary schemes and access to public transport for the disabled. In addition to the paper based map there is also an online version of the map produced.

## 31.  Urban Cycle Network 2011/12

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 2011/12 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. An additional £30,000 had also been reallocated from the Sustainable Travel awareness budget to maximise the amount of funding attracted. Grant has been allocated to the following projects:

**West Lothian Council, £20,000** – Completion of the missing link on the Railway Path between Todd Square and the A899 to Uphall Station.

**City of Edinburgh Council, £12,250** – North Edinburgh Cycleway signage and promotion of existing facilities, Orchard Brae/Crew Road South Cycle Lane development Improvements on the A90 cycle route (Phase 2), A701 King's Buildings – City Centre: Quality Bike Corridor.

**Clackmannanshire Council, £5,500** – Improvements to the NCN76 links via Lime Tree House.

**Falkirk Council, £12,250** – Stenhousemuir Millade Cycle Path Upgrade, including resurfacing of access links.

## 32.  SEStran Walking and Cycling Events 2011

**The SEStran Megacycle 1 May 2011** – The SEStran Megacycle runs from Penicuik High Street to Musselburgh Racecourse through a route that avoids main traffic routes as far as possible, along 20 miles of the river Esk. All participants received a t-shirt, medal and "goody bag" containing fruit snacks and materials about cycling.

The event was opened by SEStran chair Cllr Russell Imrie. Over 450 people took part in the event in 2011, with a broad range of ages and levels of ability reflected among the participants

**Walk n' Talk: Take the Right Route to Strathcarron Hospice, 12 June 2011** – This year SEStran backed the Walk n' Talk event, an all abilities walking event in Falkirk in partnership with Falkirk Council and Strathcarron Hospice. The Walk n' Talk event , which was held as part of Falkirk Council's 'Take the Right Route' Initiative, followed a circular route through Stenhousemuir with the option of 2, 5 and 10 mile routes to suit all ages and level of ability. The event was aimed to encourage local residents to consider walking for health and as a form of transport for shorter journeys. The event saw around 150 participants across the three routes. Special thanks were given to the Grangemouth RAF Cadets for their assistance on the day.

**SEStran Two Capitals, 19 June 2011** – 2011 saw the Fifth 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 500 cyclists, making this the most successful event in the SEStran Calendar to date. Thanks are given to both of our nominated charities; Maggie's Cancer Care Centres and Kingdom Kids. Both Maggie's and Kingdom FM have assisted us by providing excellent coverage, support and promotion of the SEStran Two Capitals.

**Borders Walking Festival 4–10 September 2011** – SEStran joined Borders Council and Scottish Natural Heritage in backing the Scottish Borders Walking Festival 2011, to promote walking for health and as a form of transportation for shorter journeys.

The Festival, which is now in its 18th year, is held at a different location in the Borders annually. This year's event, which was based in Hawick, attracted over 1000 sign-ups, with enquiries coming from as far afield as America, Holland and Turkey.

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

## 33. Car Sharing

TripshareSestran.com, launched on 24 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 31 March 2012, there were over 6,949 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 2011/12 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.

**Tripshare SEStran Membership Levels**

(Chart: area graph showing membership levels rising from approximately 4,500 at Mem 01.01.09 to nearly 7,000 at Mem 01.04.12, with y-axis from 0 to 8000 and x-axis dates: Mem 01.01.09, Mem 01.04.09, Mem 01.07.09, Mem 01.10.09, Mem 01.01.10, Mem 01.04.10, Mem 01.07.10, Mem 01.10.10, Mem 01.01.11, Mem 01.04.11, Mem 01.07.11, Mem 01.10.11, Mem 01.01.12, Mem 01.04.12)
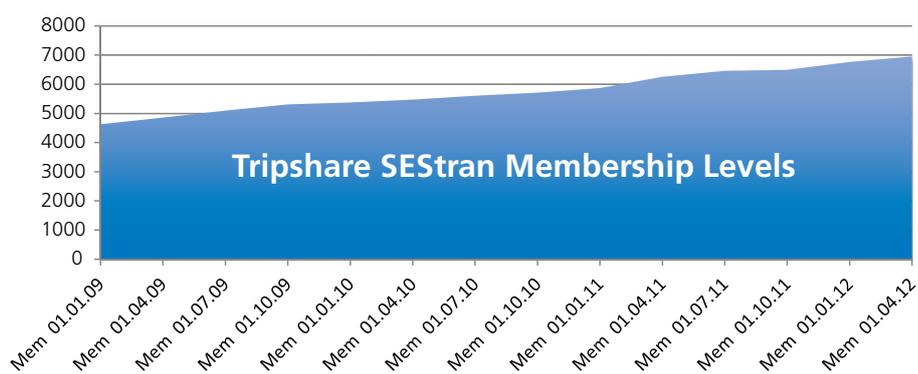
## 34. Core Budget

SEStran's core budget provides for the day-to-day running costs of the Partnership including employee costs, premises costs, supplies and services. For 2011/12 approved expenditure was £471,000. Actual expenditure for the year was £499,000. A summary of the Core budget for 2011/12 is provided in the following table. The variances identified and explained in the table were identified through budget monitoring arrangements and reported to the Board during the financial year.

The Scottish Government provided a grant of £243,000 towards core expenditure. In addition, the Partnership received interest of £2,263 in 2011/12. SEStran received budgeted contributions from constituent Councils totalling £225,000 during 2011/12.

## Revenue Core Budget

| | Budget (£) | Actuals (£) |
|---|---|---|
| **Employee Costs** | | |
| Salaries | 302 | 292 |
| National Insurance | 26 | 25 |
| Pension Fund | 67 | 62 |
| Recharges – EU Projects | (215) | (157) |
| Training & Conferences | 14 | 14 |
| Interviews & Advertising | 2 | 0 |
| | **196** | **236** |
| **Premises Costs** | | |
| Rent & Rates | 50 | 25 |
| Energy, Repairs, Ins., etc | 8 | 16 |
| Cleaning | 6 | 6 |
| | **64** | **47** |
| **Transport** | | |
| Staff Travel | **10** | **12** |
| | | |
| **Supplies and Services** | | |
| Marketing | 31 | 24 |
| Comms & Computing | 78 | 84 |
| Printing, Stationery & General Office Supplies | 17 | 16 |
| Insurance | 4 | 4 |
| Equipment, Furniture & Materials | 3 | 2 |
| Miscellaneous Expenses | 6 | 15 |
| | **139** | **145** |
| **Support Services** | | |
| Finance | 25 | 25 |
| Legal Services/HR | 8 | 9 |
| | **33** | **34** |
| **Corporate & Democratic** | | |
| Clerks Fees | 15 | 15 |
| External Audit Fees | 11 | 9 |
| Members Allowances and Expenses | 3 | 1 |
| | **29** | **25** |
| **Total Expenditure** | **471** | **499** |
| Funding: | | |
| Interest | (3) | (2) |
| Scottish Government Grant | (243) | (243) |
| Council Requisitions | (225) | (225) |
| **Total Funding** | **(471)** | **(470)** |
| **NET EXPENDITURE/ (INCOME)** | **0** | **29** |

## 35. Web Site

As SEStran's "shop window" the 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 relevant transport sites such as One-Ticket are prominently displayed on the SEStran homepage. We have also extended SEStran's online presence to include materials accessible through; Facebook, Twitter, LinkedIn. 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 2011-12, with an average of 750 visitors per month. Just over 51% were new visitors, with just over 42% accessing the site directly. The majority were local, although the site is being accessed globally from 76 countries, of which the USA, Brazil, Germany and Greece had the highest numbers of hits.

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

## 36. Communications Strategy

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

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

Coverage is achieved through issuing press releases, statements and seeking new opportunities with media contacts. Relationships with the press are well established and opinion and platform articles which enable SEStran to promote its message directly to the public are regularly placed in the national and larger regional press.

SEStran continues to maintain and develop a library of high-definition images, which are obtained using our own in-house camera equipment as a cost-effective alternative to using commercial photography. SEStran now has a growing library of inexpensive copyright-free photographs to use at our discretion and make available to partner organisations.

We have continued to scale back our use of commercial advertising considerably. 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 will be considered on a case-by-case basis within specific projects, but only where 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 recently been supplemented by additional materials developed as part of European partnership projects which SEStran is involved in. These have been acquired at a reduced cost to SEStran. We maintain the capability to mount a presence at two events simultaneously and the flexibility to ensure that the materials available are carefully targeted towards any particular audience.

## 37. Media Penetration Statistics

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

Between April 2011 and March 2012 we issued 15 media releases and received 83 media enquiries. Approximately 59 of these resulted in coverage, ranging from direct interviews with the press to use of a quotation. The pattern of media hits in any given month closely reflects SEStran activities and the current news agenda, as it relates to transport issues within the region.

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

Points to note about the table:

- The tables below have been compiled using the daily or weekly circulation figures for the publications indicated and the Rajar figures (i.e. listenership and viewership) for the broadcasters. These do not reflect actual readership levels of a publication, or the number of times a radio or television clip may be used throughout the day. For example, circulation of the Scotsman is approximately 39,600 but estimated daily readership is 146,000 (not counting online readership), of whom approximately 64% 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 seen 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 | **6 Hits** 4 print 2 radio | Kingdom FM, Radio Forth, EEN, Midlothian Advertiser, East Lothian News, East Lothian Courier, Local Transport Today | Print :63,838 B'cast :515,000 Online : 150,000 | Edinburgh, Midlothian, East Lothian, Fife |
| May | **9 Hits** 6 print 2 Radio 1 Online | EEN, Midlothian Advertiser, East Lothian News, East Lothian Courier, Fife Today, Dunfermline Press, Kingdom FM, Radio Forth | Print :104,015 B'cast : 515,000 Online : 176,000 | Edinburgh, Fife, Dunfermline, Midlothian, East Lothian |
| June | **13 Hits** 7 Print 4 radio 2 Online | Radio Forth, Kingdom FM, Central FM, Fife Today, Dundee Courier, Dunfermline Press, Local Transport Today, Midlothian Advertiser, Borders Today, EEN, BBC Online, STV online, Forth 1 Website, | Print :130,364 B'cast :564,000 Online : (* 205,000 BBC Scotland audience only Online 157,000 (daily hits) | Edinburgh, Lothians, Borders, Fife, Dundee, National, Midlothian, (BBC Online – Edinburgh, Lothians Borders & Fife) |
| July | **5 HITS** 2 Print 1 Radio 2 Online | Radio Borders, Souther Reporter Peebleshire News, BBC Online | Print : 14,813 Broadcast : 53,000 Online : (* 205,000 BBC Scotland audience only Online 28,000 (daily hits) | Borders, Regional, National |
| Aug | **6 Hits** 3 Print 1 Radio 2 Online | Radio Borders, Borders Telegraph, Southern Reporter, BBC Online | Print : 17,857 B'cast : 53,000 Online : (* 205,000 BBC Scotland audience only Online 28000 (daily hits) | Borders, Regional, National |
| Sept | **5 Hits** 3 Print 1 Radio 1 Online | Radio Borders, Borders Telegraph, Southern Reporter Peebleshire News, BBC Online | Print : 22,423 Broadcast 0 Online : (* 205,000 BBC Scotland audience only Online 28000 (daily hits) | Borders, Regional, National |

| Month | Hits | Outlets | Audience Reach | Area Impact |
|---|---|---|---|---|
| Oct | **Nil** | | | |
| Nov | **5 Hits**<br>2 Print<br>2 radio<br>1 Online | EEN, Holyrood Magazine, Radio Forth, KingdomFM, BBC Online, | Print : 42,500<br>B'cast : 515,000<br>Online : 52,000 (*205,000 BBC Scotland) | Edinburgh, National, Regional, Fife |
| Dec | **7 Hits**<br>3 Print<br>3 Radio<br>1 Online | Scotsman, EEN, LTT, BBC Online, Radio Forth, Kingdom FM, Central FM, Fife Today, Dunfermline Press, Courier | Print: 195,291<br>Broadcast: 564,000<br>Online : (*205,000 BBC Scotland) | National, Edinburgh, Fife, W Lothian, Clacks |
| Jan | **1 Hit**<br>1 Print | LTT | Print:4000<br>Broadcast: 0<br>Online : 0 | National |
| Feb | **Nil** | | | |
| Mar | **2 Hits**<br>2 Print<br>0 Radio<br>0 Online | Scotsman, LTT | Print:43,600<br>Broadcast: 0<br>Online :0 | National, Regional |

## 38.  Events

SEStran participates selectively in specialist and public events, where these will highlight our work or encourage sustainable transportation choices among the travelling public. Participation ranges from providing a speaker to mounting an exhibition stall, or providing SEStran materials for distribution in delegate packs.

In 2011/12 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 500 participants took part in the SEStran Two Capitals Cycle Ride, while the SEStran Megacycle topped 450. Both events contribute towards our drive to promote cycling as a form of transportation for shorter journeys and for improved health.

SEStran also supported the Borders Walking Festival; one of Scotland's longest established walking events; now in its 17th year, branding the event materials and website heavily and with several of the community and urban based walks designated as "SEStran walks".

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

## 39.  Promotion of sustainable transport

SEStran has heavily promoted public and sustainable transport during 2011/12. Initiatives have included:

- Public Transport Map 2011/12 showing all strategic public transport services across the region, distributed through partner authorities, major bus operators, all bus stations and through EAE (Map is available on the SEStran website)

- Reproduction of Cycling to Work Guide for Beginners (available via the SEStran website and hard copies have been made available)

- Sponsorship of the SEStran Two Capitals Cycle Ride during National Bike week. This resulted in over 500 participants

- The third year of the SEStran Megacycle. The event resulted in over 450 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 4th Birthday

- Tripshare SEStran Sponsorship of Forth One's Jambusters local traffic updates

- Sponsorship of the Scottish Borders Walking Festival

- Exhibiting at freshers fairs at QMU and Edinburgh University

- Exhibiting at;Cycling Scotland Pedal for Scotland event, Cycling, Walking & Connecting Communities event, ACT Travelwise showcase

## 40.  Equalities

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

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

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

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

## 41.  European Projects

In November 2011 SEStran, in partnership with West Flanders development agency POM, held a Business to Business event, to encourage stakeholders on both sides of the North Sea to use the Rosyth – Zeebrugge freight ferry service.

The event, which has direct relevance for SEStran's EU partnership freight projects, was held in Brussels. A range of stakeholders from Scotland and Europe attended and the event was reported in the regional and transport specialist media.

A follow up event is scheduled for November 2012.

SEStran Programme Manager, Ian Mathie also gave presentations on the Dryport Project at the European Transport Conference in Glasgow on 10 October 2011, and on EU freight projects including Foodport, Dryport, i-Transfer and Lo-Pinod at a Business breakfast held at the Balbirnie Hotel, Glenrothes in February 2012.

## 42. Public Services Reform (Scotland) Act 2010

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

**Introduction**

Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 ("the Act") impose new duties on the Scottish Government and listed public bodies to publish information on expenditure and certain other matters as soon as is reasonably practicable after the end of each financial year. These duties came into force on 1 October 2010 by virtue of The Public Services Reform (Scotland) Act 2010 (Commencement No.2) Order 2010 (S8I 2010 No 321).

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

**Data to be Published**

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

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

**Sustainable economic growth**

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

**Efficiency, Effectiveness and Economy**

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

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.

## 43. Capital Programme

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

**Approved Capital Programme 2010/11 to 2014/15**

| 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** |

## 44. Revenue Budgets 2012/13

The revenue budgets for 2012/13 were included in the approved Business Plan for 2012/13 to 2014/15 as approved by the Board.

**Core Revenue Budget**

The approved core revenue budget for 2012/13 is contained in the table below with indicative figures for 2013/14 and 2014/15. These will be subject to annual review and approval by the board, modified as necessary, in advance of the financial years concerned.

**Proposed Core Revenue Budget 2012/13 to 2014/15**

| | Approved Budget 2012/13 £000 | Indicative Budget 2013/14 £000 | Indicative Budget 2014/15 £000 |
|---|---|---|---|
| **Employee Costs** | | | |
| Salaries | 297 | 307 | 317 |
| National Insurance | 25 | 26 | 27 |
| Pension Fund | 62 | 64 | 66 |
| Training & Conferences | 10 | 10 | 10 |
| Interviews & Advertising | 2 | 2 | 2 |
| | **396** | **409** | **422** |
| **Premises Costs** | | | |
| Rent and Rates | 20 | 20 | 20 |
| Energy, Repairs, Insurance | 8 | 8 | 8 |
| Cleaning | 6 | 6 | 6 |
| | 34 | 34 | 34 |
| **Transport** | | | |
| Staff Travel | 10 | 10 | 10 |
| | | | |
| **Supplies and Services** | | | |
| Marketing | 20 | 20 | 20 |
| Communications & Computing | 78 | 78 | 78 |
| Printing, Stationery & General Office Supplies | 18 | 18 | 18 |
| Insurance | 4 | 4 | 4 |
| Equipment, Furniture & Materials | 3 | 3 | 3 |
| Miscellaneous Expenses | 15 | 15 | 15 |
| | **138** | **138** | **138** |
| **Support Services** | | | |
| Finance | 25 | 25 | 25 |
| Legal Services/HR | 8 | 8 | 8 |
| | **33** | **33** | **33** |
| **Corporate & Democratic** | | | |
| Clerks Fees | 15 | 15 | 15 |

| | Approved Budget 2012/13 £000 | Indicative Budget 2013/14 £000 | Indicative Budget 2014/15 £000 |
|---|---|---|---|
| External Audit Fees | 10 | 11 | 10 |
| Members Allowances and Expenses | 3 | 3 | 3 |
| | **28** | **29** | **28** |
| | | | |
| **Total Gross Expenditure** | **639** | **652** | **665** |
| | | | |
| **Funding:** | | | |
| Interest | (3) | (3) | (3) |
| Recharges to EU Projects | (145) | (154) | (152) |
| Recharge to RTPI – Capital | (30) | (30) | (30) |
| Recharges to One Ticket | (12) | (12) | (12) |
| **Net Core Expenditure** | **449** | **454** | **469** |

**Revenue Projects Budget**

The approved revenue projects budget for 2012/13 is contained in the table below:

| | 2012/13 Approved Budget £'000 | 2012/13 Employee Recharges £'000 | 2012/13 Total Cost £'000 | 2012/13 EU Grant £'000 | 2012/13 Other Conts £'000 | 2012/13 Net Expenditure £'000 |
|---|---|---|---|---|---|---|
| RTPI | 117 | | 117 | | | 117 |
| Dryport | 105 | 15 | 120 | (60) | | 60 |
| Food Port | 45 | 45 | 90 | (45) | | 45 |
| Lo Pinod | 100 | 40 | 140 | (70) | | 70 |
| I Transfer | 50 | 30 | 80 | (40) | | 40 |
| Weastflows | 45 | 15 | 60 | (30) | | 30 |
| **Total – EU Projects** | **462** | **145** | **607** | **(245)** | | **362** |
| | | | | | | |
| **Other Projects** | | | | | | |
| Sustainable Travel | 130 | | 130 | | | 130 |
| Rail/Bus Advice | 20 | | 20 | | | 20 |
| Project Management | 10 | | 10 | | | 10 |
| SDP/LDP | 10 | | 10 | | | 10 |
| RTS Monitoring | 5 | | 5 | | | 5 |
| Term Commission Management | 1 | | 1 | | | 1 |
| Demand Responsive Transport | 13 | | 13 | | | 13 |
| Urban Cycle Networks | 70 | | 70 | | (50) | 20 |
| Equalities Action Forum | 10 | | 10 | | | 10 |
| SESPlan | | | | | (48) | (48) |
| **Total – Other Projects** | **269** | | **269** | | **(98)** | **171** |
| | | | | | | |
| **Net Total – Projects** | **731** | **145** | **876** | **(245)** | **(98)** | **533** |

| RTS Objectives | Indicators | Measure | Base Date | Values | | |
|---|---|---|---|---|---|---|
| 1.1 to maintain and improve labour market accessibility to key business/ employment locations | Public transport labour market catchment for the following key regional employment centres: | % SEStran Working Age population within 30 mins/60mins (2007) of….. | October 2008 PT Services | 30 mins | 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. | Number of domestic/international destinations (BA Edinburgh Airport) | Feb 2009 | 26 | 63 | |
| 1.3 to support other strategies, particularly land-use planning, and economic development | | Not possible to systematically monitor | | | | |

| Year 4 Date | Values | | Change from base | | Targets |
|---|---|---|---|---|---|
| | 30 mins | 60 mins | 30 mins | 60 mins | +10% for these key regional employment centres |
| October 2011 PT Services | 35% | 75% | 1% | 0% | |
| | 37% | 78% | 0% | 2% | |
| | 9% | 57% | -2% | 0% | +3% in 5 years |
| | 13% | 50% | 1% | 8% | +10% over 15 years |
| | 9% | 27% | 0% | -1% | any others that may emerge |
| | 19% | 52% | -1% | 0% | |
| | 21% | 50% | -2% | 0% | |
| | 11% | 37% | 0% | -3% | |
| September 12 | 1,431 | | -53 | | Aim to increase connectivity |
| | 563 | | 70 | | |
| | 25 | | 6 | | |
| | 693 | | 77 | | |
| | 638 | | 127 | | |
| | 184 | | 29 | | |
| | 22 | 92 | -4 | 29 | |

| 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) | October 2008 PT services | 129,138 | | |

| Year 4 Date | | Values | | | | | Change from base | | | | | Targets |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | 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) |
| | STS 30 Table 5.8, 2010 values | 4 | | | | | 2 | | | | | |
| | | 5 | | | | | 2 | | | | | |
| | | 3 | | | | | -5 | | | | | |
| | | 2 | | | | | -9 | | | | | |
| | | 3 | | | | | 1 | | | | | |
| | | 2 | | | | | 0 | | | | | |
| | | 7 | | | | | -2 | | | | | |
| | | 8 | | | | | -2 | | | | | |
| | | 5 | | | | | 1 | | | | | |
| | | 8 | | | | | 1 | | | | | |
| | | 6 | | | | | 0 | | | | | |
| | | 6 | | | | | 0 | | | | | |
| 4% | 2009/2010 SHS | 31% | 44% | 21% | 4% | | 0% | -2% | 1% | 0% | | Monitor annually |
| | | 58% | 6% | | | | -1% | 0% | | | | -2% in 5 years; -6% over 15 years |
| | | 0% | | | | | -20% | | | | | Aim to reduce |
| | | 0% | | | | | -22% | | | | | |
| | | 0% | | | | | -16% | | | | | |
| | 2007/2008 Travel Diary Analysis | 22% | | | | | 0% | | | | | Aim to reduce |
| | 2009/2010 SHS | 52% | | | | | -7% | | | | | Aim to reduce |
| | October 2011 PT services | 136,501 | | | | | 7363 | | | | | 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). |

| 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 | | | | |
| | | Weekday 7-10am, | October 2008 PT services | 3.6% | | |
| | | Weekday 10am-4pm | | 3.8% | | |
| | | Weekday 7-11pm, | | 4.3% | | |
| | | Sunday 7am-7pm | | 4.4% | | |
| | | % of Non-car owning households who have no public transport access or can not travel within 60 mins by public transport (Weekday 7-10am) to ... | | | | |
| | | Borders General Hospital | October 2008 PT services | 96.3% | | |
| | | Dunfermline Queen Margaret | | 61.8% | | |
| | | Victoria Hospital Kirkcaldy | | 42.9% | | |
| | | Edinburgh Western General Hospital | | 37.4% | | |
| | | Royal Hospital for Sick Children Edinburgh | | 42.9% | | |
| | | Edinburgh Royal Infirmary | | 47.4% | | |
| | | St Johns Hospital Livingston | | 60.9% | | |
| | | Falkirk & District Royal Infirmary | | 51.6% | | |
| | | Stirling Royal Infirmary | | 86.6% | | |
| | | Dumfries & Galloway Infirmary | | 100% | | |
| | | Perth Royal Infirmary | | 100% | | |
| | | Dundee Ninewells Hospital | | 97.0% | | |
| | Frequency of using a car to visit GPs | "Always use a car" | 2005/2006 SHS | 57% | | |
| | Ease of access to GPs without a car | "Fairly difficult or very difficult" | | 51% | | |
| 2.3 to improve access to other services, such as retailing, leisure and education | Proportion of non car owning households :access to retail, leisure and education | % of Non-car Owning Households (Census 2001) who have no public transport access or live further than 45 minutes (Public Transport) from Key Services | | | | |

| Year 4 Date | Values | | | | | | Change from base | | | | | Targets |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | 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). |
| October 2011 PT services | 3.9% | | | | | | 0.3% | | | | | |
| | 4.3% | | | | | | 0.5% | | | | | |
| | 5.9% | | | | | | 1.6% | | | | | |
| | 4.7% | | | | | | 0.3% | | | | | |
| | | | | | | | | | | | | |
| October 2011 PT services | 96.2% | | | | | | -0.1% | | | | | |
| | 56.3% | | | | | | -5.5% | | | | | |
| | 42.4% | | | | | | -0.5% | | | | | |
| | 39.8% | | | | | | 2.4% | | | | | |
| | 42.4% | | | | | | -0.5% | | | | | |
| | 46.2% | | | | | | -1.2% | | | | | |
| | 55.0% | | | | | | -5.9% | | | | | |
| | 63.4% | | | | | | 11.8% | | | | | |
| | 87.5% | | | | | | 0.9% | | | | | |
| | 100% | | | | | | 0.0% | | | | | |
| | 99.7% | | | | | | -0.3% | | | | | |
| | 97.3% | | | | | | 0.3% | | | | | |
| 2007/2008 Travel Diary Analysis | 57% | | | | | | 0% | | | | | Aim to reduce |
| | 51% | | | | | | 0% | | | | | |
| | | | | | | | | | | | | 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). |

| RTS Objectives | Indicators | Measure | Base Date | Values | | |
|---|---|---|---|---|---|---|
| | | Colleges (7-10 am) | | 6.0% | | |
| | | Universities (7-10 am) | | 33.1% | | |
| | | Leisure (swimming pools) (10am–4pm) | | 0.6% | | |
| | | Job Centres (10am–4pm) | October 2008 PT services | 2.1% | | |
| | | Retail (10am–4pm) | | | | |
| | | Primary Centres | | 47.3% | | |
| | | Major Centres, Metropolitan Towns | | 59.4% | | |
| | | Regional Towns | | 67.5% | | |
| | | Urban Centres | | 35.7% | | |
| | | Local Centres | | 8.6% | | |
| | | Rural Centres | | 35.1% | | |
| | | Factory Outlet Centres | | 36.2% | | |
| | | Fashion Parks, Retail Parks and Supermarkets | | 8.6% | | |
| | | % finding it easy ('very easy' or 'fairly easy') to not use a car for accessing various services (2005/2006 SHS) | | | | |
| | | Ease of no car for – small shopping | 2005/2006 SHS | 55% | | |
| | | Ease of no car for – supermarket shopping | | 19% | | |
| | | Ease of no car for – town shopping | | 35% | | |
| | | Ease of no car for – evening leisure | | 25% | | |
| | | Ease of no car for – visit friends/relatives | | 20% | | |
| | | Ease of no car for – GP | | 39% | | |
| | | Ease of no car for – library | | 37% | | |
| 2.4 | to make public transport more affordable and socially inclusive | DDA compliant routes (running with low floor buses) | DDA compliant buses (low floor) | TAS Bus Quality Study | 59.30% | | |
| | | SHS % of people stating "bus/train fares good value" | % of Adults (16+) who used a bus service in the past month and found the bus fares good value (2005/2006 SHS) | 2005/2006 SHS | 69% | | |
| | | | % of Adults (16+) who used a train service in the past month and found the rail fares good value (2005/2006 MVA SHS Analysis) | 2005/2006 SHS Analysis | 52% | | |
| | | Use of concessionary fares | % of Adults aged 60 and over – possession of concessionary fare pass, and use in the past month (2005/2006 SHS) | 2005/2006 SHS | 58% | | |

| Year 4 Date | Values | Change from base | Targets |
|---|---|---|---|
| | 8.2% | 2.2% | |
| | 31.0% | -2.1% | |
| | 0.5% | -0.1% | |
| October 2011 PT services | 2.1% | 0.0% | |
| | | | |
| | 47.9% | 0.6% | |
| | 51.9% | -7.5% | |
| | 66.8% | -0.7% | |
| | 35.3% | -0.4% | |
| | 8.7% | 0.1% | ` |
| | 32.9% | -2.2% | |
| | 35.3% | -0.9% | |
| | 8.3% | -0.3% | |
| | | | Aim to increase |
| | na | | |
| | na | | |
| | na | | |
| | na | | |
| | na | | |
| | na | | |
| | na | | |
| | na | | By, or before the end of the RTS, seek to ensure that all DDA requirements regarding accessible buses and other RTS measures are met. Seek to influence national policy in relation to the procurement of bus services if necessary to meet other RTS targets. |
| 2009/2010 SHS | 61% | -8% | 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). |
| | | | |
| 2009/2010 SHS | 60% | 2% | |

| 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 | 40,064 | | |
| | | | million vehicle km | 2007 | 44,666 | | |
| | | | % of target year | | 111% | | |
| | | Change in petrol and diesel consumption | Petrol and diesel consumption of road vehicles in SEStran area | | | | |
| | | | thousands of tonnes | 2002 | 3,272 | | |
| | | | thousands of tonnes | 2006 | 3,145 | | |
| | | | % of target year | | 96% | | |
| 3.2 | to minimise the negative impacts of transport on natural and cultural resources | | Not practical to systematically monitor | | | | |
| 3.3 | to promote more sustainable travel | SHS modeshare figures | Usual method of travel to work (Walk, 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 Liftshare | Number of Members (as of Feb 2009) | Feb 2009 Liftshare | 5,034 | | |
| | | | Mileage savings (miles) – scheme to date | | 2,174,263 | | |
| | | | CO2 savings (tonnes) – scheme to date | | 665 | | |
| | | | Journeys registered | | 4,809 | | |
| | | | Journeys where contact was made | | 1,520 | | |
| | | Rail station use | Passengers entries/exits to all SEStran stations | STS 27 (2008) – 2006/07 figs | 26,924,094 | | |
| 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 | | |

| | | Year 4 Date | Values | | | | | Change from base | | | | | Targets |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | STS 30 (2011) | | | | | | | | | | | Return to 2001 traffic levels by 2021 |
| | | 2001 | 40,064 | | | | | | | | | | |
| | | 2010 | 43,488 | | | | | -1,178 | | | | | |
| | | | 109% | | | | | -2.9% | | | | | |
| | | | | | | | | | | | | | Help achieve the Scottish Executive's emissions targets |
| | | 2002 | 3,272 | | | | | | | | | | |
| | | 2009 | 3,013 | | | | | -132 | | | | | |
| | | | 92% | | | | | -4% | | | | | |
| | | | | | | | | | | | | | |
| 3% | | 2009/2010 SHS | 13% | 4% | 15% | 3% | | -1% | 2% | 1% | 0% | | Aim to increase |
| 23% | | | 54% | 21% | 1% | 21% | | -1% | 2% | 0% | -2% | | |
| | | 2007/2008 Travel Diary | 13% | | | | | 0% | | | | | |
| | | 2009/2010 SHS | 48% | | | | | -3% | | | | | |
| | | | 79% | | | | | -4% | | | | | |
| 1% | 16% | | na | na | na | na | | | | | | | Aim to increase |
| | | September 2012 Liftshare | 7,239 | | | | | 2205 | | | | | Aim to increase |
| | | | 9,081,607 | | | | | 6,907,344 | | | | | |
| | | | 2,990 | | | | | 2325 | | | | | |
| | | | 7,220 | | | | | 2411 | | | | | |
| | | | 3,203 | | | | | 1683 | | | | | |
| | | ORR 2010/11 figs | 32,568,822 | | | | | 5,644,728 | | | | | Aim to increase |
| | | 2009/2010 SHS | 11% | | | | | 0% | | | | | 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). |

| 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 | | | | |
| | | | Child KSIs | Road Casualties Scotland 2006 Edition | | | |
| | | | Trunk roads | | -50% | | |
| | | | Local Authority roads | | -34% | | |
| | | | All roads | | -34% | | |
| | | | All Ages KSIs | | | | |
| | | | Trunk roads | | -7% | | |
| | | | Local Authority roads | | -26% | | |
| | | | All roads | | -25% | | |
| | | | Pedestrian KSIs – reduce to 160 in 5 years and to 140 in 20 years | Andrew Knight, Transport Statistics (2007) | 172 | | |
| | | | Cyclist KSIs – reduce to 60 in 5 years and to 50 in 20 years | | 65 | | |
| | | 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% | | |

| Year 4 Date | Values | Change from base | Targets |
|---|---|---|---|
| 2009/2010 SHS | 41% | 1% | Aim to reduce |
| | 88% | 0% | Aim to increase |
| | 55% | 10% | Aim to increase |
| | 84% | -2% | Aim to increase |
| | 24% | 1% | Aim to increase |
| | 52% | 5% | Monitor annually |
| | | | Aim to increase |
| | | | By 2010, to cut killed and seriously injured (KSI) casualties by 40% and child KSIs by 50% from a 1994-98 base. |
| Road Casualties Scotland 2010 Edition | | | |
| | -25% | | |
| | -67% | | |
| | -65% | | |
| | -29% | -22% | |
| | -50% | -24% | |
| | -47% | -22% | |
| Reported Road Casualties Scotland 2010 | 118 | -54 | Over the period of the strategy, a 20% reduction (7% after five years) in pedestrian and cyclist KSIs |
| | 51 | -14 | |
| 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%) |

| RTS Objectives | | Indicators | Measure | Base Date | Values | |
|---|---|---|---|---|---|---|
| | | | % of Adults (16+) feel very safe or fairly safe from crime when travelling by bus in the evenings | | 62% | |
| | | | % of Adults (16+) feel very safe or fairly safe from crime when travelling by train in the evenings | | 48% | |
| 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 (AQMAs) 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 AQM | |
| | | | | | 4. Midlothian Pathhead AQMA | |
| | | | | | 5. Fife Bonnygate/Cupar AQMA | |
| | | | | | | |
| | | | | Scottish Air Quality Statistics 2010 | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

| | | | Year 4 Date | Values | Change from base | Targets |
|---|---|---|---|---|---|---|
| | | | | 60% | -2% | |
| | | | | 51% | 3% | |
| | | | 2009/2010 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). |
| | | | | 65% | 8% | |
| | | | | 5% | 2% | |
| | | | | 13% | -1% | |
| | | | | 3% | 1% | |
| | | | Scottish Air Quality Statistics 2010 | 1.    Edinburgh AQMA No.1 Declared for: Nitrogen dioxide | | To contribute to meeting these requirements by 2010 or before |
| | | | | 2.    Edinburgh AQMA No.2 Declared for: Nitrogen dioxide | | |
| IA SO2 | | | | 3. Edinburgh AQMA No.3 Declared for Gt Junction St for Nitrogen Dioxide | | |
| PM10 | | | | 4.    Falkirk – Grangemouth AQMA Declared for: Sulphur dioxide | | |
| A | | | | 5.    Falkirk – Banknock & Haggs AQMA Declared for: Nitrogen dioxide | | |
| | | | | 6.    Falkirk – AQMA No.1 Declared for: Nitrogen dioxide | | |
| | | | Scottish Air Quality Statistics 2010 | 7.    Falkirk – AQMA No.2 Declared for: Nitrogen dioxide | | |
| | | | | 8.    Falkirk – PM10 AQMA Declared for: PM10 | | |
| | | | | 9.    Fife, Bonnygate area of Cupar declared as an AQMA | | |
| | | | | 10. Fife, Appin Crescent declared for Nitrogen Dioxide | | |
| | | | | 11.    Midlothian Pathhead AQMA Declared for: PM10 | | |
| | | | | 12. West Lothian Broxburn AQMA declared for: PM10 | | |
| | | | | 13. West Lothian Broxburn NO2 AQMA declared for: NO2 | | |

## Total Expenditure on Regional Projects by Partnership Authorities

| Councils | 2011/2012 | |
| --- | --- | --- |
| | **Approved Budget** | **Forecast** |
| | **£'000** | **£'000** |
| Clackmannanshire | 0 | 0 |
| Edinburgh | 12.25 | 12.25 |
| Falkirk | 10 | 10 |
| East Lothian | 0 | 0 |
| Fife | 0 | 0 |
| Midlothian | 110 | 110 |
| Scottish Borders | 512 | 0 |
| West Lothian | 0 | 0 |
| **Total Expenditure** | | **£132.25** |

## PSRA Report to SEStran Board 29 June 2012

**Partnership Board**

**29 June 2012**

**B4 Public Service Reform (Scotland) Act 2010**

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

### 1.   Background

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

### 2.   Introduction

2.1   Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 ("the Act") impose duties on the Scottish Government and listed public bodies to publish information on expenditure and certain other matters as soon as is reasonably practicable after the end of each financial year. These duties came into force on 1 October 2010 by virtue of The Public Services Reform (Scotland) Act 2010 (Commencement No.2) Order 2010 (S8I 2010 No 321).

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

### 3   Data to be Published

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

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

3.2      Sustainable economic growth

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

3.3      Efficiency, Effectiveness and Economy

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

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

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

## 4   Recommendation

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

**Alex Macaulay**
Partnership Director
20 June 2012

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

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

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

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

## Year ended 31 March 2012

### 1) Public Relations

| Supplier | External costs – invoiced (net) | Internal Staff Costs | Supplier Total | Comments |
|---|---|---|---|---|
| In-House Communications | | £45,349 | £45,349 | |
| 1st Class Media | £3,912 | | £3,912 | |
| Arrow Corporate Promotions | £3,660 | | £3,660 | 50% funded by ERDF (Dryport) |
| Bauer Radio | £1,710 | | | 100% recovered from One Ticket |
| Bauer Radio | £899 | | | |
| Bauer Radio | £250 | | | |
| Bauer Radio | £1,050 | | | |
| Bauer Radio | £2,441 | | | |
| Bauer Radio | £250 | | | |
| Bauer Radio | £3,344 | | | |
| Bauer Radio | £400 | | | |
| Bauer Radio | £2,676 | | | |
| Bauer Radio | £851 | | | 100% recovered from One Ticket |
| Bauer Radio | £469 | | | 100% recovered from One Ticket |
| Bauer Radio | £1,788 | | £16,128 | 100% recovered from One Ticket |
| BT | £338 | | | |
| BT | £499 | | | |
| BT | £349 | | | |
| BT | £338 | | £1,524 | |
| BTVC Scotland | £500 | | £500 | |
| Colin Hattersley | £708 | | £708 | 50% funded by ERDF (Dryport) |
| Distinctive Publishing | £300 | | £300 | |
| Dunedin Arts | £45 | | £45 | |
| EAE | £2,496 | | £2,496 | |
| Edmonds UK | £2,487 | | | |
| Edmonds UK | £210 | | £2,697 | |
| Falkirk Council | £3,000 | | £3,000 | |

| Supplier | External costs – invoiced (net) | Internal Staff Costs | Supplier Total | Comments |
|---|---|---|---|---|
| Hawick Walking Festival Group | £2,340 | | £2,340 | |
| Links Design | £1,860 | | | |
| Links Design | £284 | | | 50% funded by ERDF (Dryport) |
| Links Design | £50 | | | |
| Links Design | £75 | | | |
| Links Design | £330 | | | |
| Links Design | £40 | | | |
| Links Design | £50 | | £2,689 | |
| Pedal for Scotland | £305 | | £305 | |
| Prentice Events | £4,200 | | £4,200 | |
| Scottish Borders Walking Festival | £4,000 | | £4,000 | |
| Spokes | £45 | | £45 | |
| Superlogo | £3,450 | | | |
| Superlogo | £3,450 | | £6,900 | |
| Yell | £165 | | | |
| Yell | £62 | | | |
| Yell | £739 | | £966 | |
| **Total** | **£56,414** | **£45,349** | **£101,763** | |

## 2) Overseas Travel

| Reason | Origin/ Destination | Travel Costs | Subsist- ence | Accomm- odation | Total (net) | Comments |
|---|---|---|---|---|---|---|
| Foodport project meeting | Edinburgh/ Brussels | £430 | | | £430 | 50% funded by ERDF |
| Foodport project meeting | Brussels | | | £1,085 | £1,085 | 50% funded by ERDF |
| Foodport project meeting | Brussels | | | £198 | £198 | 50% funded by ERDF |
| I Transfer project meeting | Hamburg | | | £367 | £367 | 50% funded by ERDF |
| Dryport project meeting | Edinburgh/ Amsterdam/ Bremen/Paris | £458 | | | £458 | 50% funded by ERDF |
| Dryport project meeting | Manchester/ Brussels | £67 | | | £67 | 50% funded by ERDF |
| Dryport project meeting | Dover/ Calais | £362 | | | £362 | 50% funded by ERDF |
| Lo Pinod project meeting | Amsterdam/ Edinburgh | £418 | | | £418 | 50% funded by ERDF |
| Dryport project meeting | Edinburgh/ Brussels | £2,249 | | | £2,249 | 50% funded by ERDF |
| Foodport project meeting | Brussels | | £58 | | £58 | 50% funded by ERDF |
| Foodport project meeting | Rail travel, Brussels | £60 | | | £60 | 50% funded by ERDF |
| Foodport project meeting | St Michiels | | | £175 | £175 | 50% funded by ERDF |
| Foodport project meeting | Zaventem | | £44 | | £44 | 50% funded by ERDF |
| Foodport project meeting | Brussels | | | £832 | £832 | 50% funded by ERDF |
| I Transfer project meeting | Bremen | | £57 | | £57 | 50% funded by ERDF |
| I Transfer project meeting | Bremen | | £42 | | £42 | 50% funded by ERDF |
| I Transfer project meeting | Bremerhaven | | | £206 | £206 | 50% funded by ERDF |
| I Transfer project meeting | Bremerhaven | | | £256 | £256 | 50% funded by ERDF |
| Dryport project meeting | Edinburgh/ Brussels | £1,226 | | | £1,226 | 50% funded by ERDF |

| Reason | Origin/ Destination | Travel Costs | Subsist- ence | Accomm- odation | Total (net) | Comments |
|---|---|---|---|---|---|---|
| Foodport project meeting | Amsterdam/ Edinburgh | £120 | | | £120 | 50% funded by ERDF |
| I Transfer project meeting | Edinburgh/ Amsterdam | £864 | | | £864 | 50% funded by ERDF |
| I Transfer project meeting | Amsterdam/ Edinburgh | £170 | | | £170 | 50% funded by ERDF |
| I Transfer project meeting | Amsterdam | | | £265 | £265 | 50% funded by ERDF |
| I Transfer project meeting | Amsterdam | | £103 | | £103 | 50% funded by ERDF |
| I Transfer project meeting | Schipol Airport | | £31 | | £31 | 50% funded by ERDF |
| I Transfer project meeting | Rotterdam | | | £277 | £277 | 50% funded by ERDF |
| Dryport project meeting | Edinburgh/ Brussels | £1,407 | | | £1,407 | 50% funded by ERDF |
| Dryport project meeting | Edinburgh/ Brussels | £340 | | | £340 | 50% funded by ERDF |
| Dryport project meeting | Newcastle/ Brussels | £554 | | | £554 | 50% funded by ERDF |
| Dryport project meeting | Aberdeen/ Heathrow/ Brussels | £564 | | | £564 | 50% funded by ERDF |
| Dryport project meeting | Edinburgh/ Cologne | £211 | | | £211 | 50% funded by ERDF |
| Dryport project meeting | Dusseldorf/ Heathrow/ Edinburgh | £467 | | | £467 | 50% funded by ERDF |
| Dryport project meeting | Brussels | £28 | | | £28 | 50% funded by ERDF |
| Dryport project meeting | Brussels subsistence | | £111 | | £111 | 50% funded by ERDF |
| Dryport project meeting | Brussels | | | £2,154 | £2,154 | 50% funded by ERDF |
| Dryport project meeting | Oberhausen | | £42 | | £42 | 50% funded by ERDF |
| Dryport project meeting | Oberhausen | | | £334 | £334 | 50% funded by ERDF |
| Dryport project meeting | Dusseldorf | | £40 | | £40 | 50% funded by ERDF |
| Lo Pinod project meeting | Edinburgh/ Brussels | £280 | | | £280 | 50% funded by ERDF |
| RTPI factory acceptance tests | Dover/ Calais | £92 | | | £92 | 40% funded by ERDF |

| Reason | Origin/ Destination | Travel Costs | Subsist- ence | Accomm- odation | Total (net) | Comments |
|---|---|---|---|---|---|---|
| RTPI factory acceptance tests | Edinburgh/ Paris | £226 | | | £226 | 40% funded by ERDF |
| Lo Pinod project meeting | Brussels | £70 | | | £70 | 50% funded by ERDF |
| Lo Pinod project meeting | Edinburgh/ Brussels | £335 | | | £335 | 50% funded by ERDF |
| RTPI factory acceptance tests | Paris | | | £632 | £632 | 40% funded by ERDF |
| Lo Pinod project meeting | Oostende | | | £243 | £243 | 50% funded by ERDF |
| Lo Pinod project meeting | Oostende | £35 | | | £35 | 50% funded by ERDF |
| Lo Pinod project meeting | Brussels | | £43 | | £43 | 50% funded by ERDF |
| RTPI factory acceptance tests | Edinburgh/ Paris | £129 | | | £129 | 40% funded by ERDF |
| RTPI factory acceptance tests | Paris/ Edinburgh | £1,393 | | | £1,393 | 40% funded by ERDF |
| Weastflows project meeting | Dover/ Calais | £97 | | | £97 | 50% funded by ERDF |
| Weastflows project meeting | Dover/ Calais | £142 | | | £142 | 50% funded by ERDF |
| Foodport project meeting | Edinburgh/ Brussels | £819 | | | £819 | 50% funded by ERDF |
| I Transfer project meeting | Edinburgh/ Amsterdam/ Hamburg | £445 | | | £445 | 50% funded by ERDF |
| I Transfer project meeting | Hamburg/ Edinburgh | £278 | | | £278 | 50% funded by ERDF |
| **Total** | | **£14,334** | **£572** | **£7,024** | **£21,930** | |

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

## 3) Hospitality & Entertainment

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

## 4) External Consultancy

| Supplier | Project/Service | Net Amount | Supplier Total | Comments |
|---|---|---|---|---|
| AA – Planadvies | Lo Pinod | £851 | £851 | 50% funded by ERDF |
| Colin Buchanan | RTPI | £1,760 | £1,760 | 50% funded by ERDF |
| Dundas & Wilson | Lo Pinod | £3,460 | | 50% funded by ERDF |
| Dundas & Wilson | Lo Pinod | £708 | | 50% funded by ERDF |
| Dundas & Wilson | Lo Pinod | £494 | £4,662 | 50% funded by ERDF |
| Lindean Partnership | Project Management | £4,598 | | |
| Lindean Partnership | Project Management | £3,299 | | |
| Lindean Partnership | Project Management | £3,616 | | |
| Lindean Partnership | Project Management | £5,898 | | |
| Lindean Partnership | Project Management | £5,313 | | |
| Lindean Partnership | Project Management | £3,900 | | |
| Lindean Partnership | Project Management | £4,441 | | |
| Lindean Partnership | Project Management | £6,782 | | |
| Lindean Partnership | Project Management | £4,547 | | |
| Lindean Partnership | Project Management | £5,944 | | |
| Lindean Partnership | Project Management | £4,347 | | |
| Lindean Partnership | Project Management | £5,725 | £58,410 | £9,472 funded by ERDF |
| MVA Consultancy | Foodport | £21,860 | | 50% funded by ERDF |
| MVA Consultancy | Joint Funded Project | £6,610 | | Commissioned & 100% funded by partner local authorities |
| MVA Consultancy | Joint Funded Project | £6,370 | | Commissioned & 100% funded by partner local authorities |
| MVA Consultancy | Joint Funded Project | £5,000 | | Commissioned & 100% funded by partner local authorities |
| MVA Consultancy | Joint Funded Project | £6,800 | | Commissioned & 100% funded by partner local authorities |

| Supplier | Project/Service | Net Amount | Supplier Total | Comments |
|---|---|---:|---:|---|
| MVA Consultancy | Joint Funded Project | £3,830 | | Commissioned & 100% funded by partner local authorities |
| MVA Consultancy | Joint Funded Project | £10,000 | | Commissioned & 100% funded by partner local authorities |
| MVA Consultancy | Lo Pinod | £40,925 | | 50% funded by ERDF |
| MVA Consultancy | Park & Ride Strategy | £3,500 | | |
| MVA Consultancy | Regional Development Plan | £4,750 | | |
| MVA Consultancy | Regional Development Plan | £4,610 | | |
| MVA Consultancy | Regional Development Plan | £1,852 | | |
| MVA Consultancy | Regional Development Plan | £7,925 | | |
| MVA Consultancy | RTS Monitoring | £5,000 | | |
| MVA Consultancy | Term Commission Management | £2,635 | | |
| MVA Consultancy | Term Commission Management | £1,169 | | |
| MVA Consultancy | Term Commission Management | £103 | £132,940 | |
| The Spyria Partnership | Dryport | £6,991 | | 50% funded by ERDF |
| The Spyria Partnership | Foodport | £10,341 | £17,333 | 50% funded by ERDF |
| URS | Dryport | £2,951 | | 50% funded by ERDF |
| URS | Dryport | £6,713 | | 50% funded by ERDF |
| URS | Dryport | £733 | | 50% funded by ERDF |
| URS | Dryport | £569 | | 50% funded by ERDF |
| URS | Dryport | £5,474 | | 50% funded by ERDF |
| URS | Joint Funded Project | £40,000 | | Commissioned & 100% funded by partner local authorities |
| URS | Joint Funded Project | £20,000 | | Commissioned & 100% funded by partner local authorities |

| Supplier | Project/Service | Net Amount | Supplier Total | Comments |
|---|---|---|---|---|
| URS | Joint Funded Project | £20,000 | | Commissioned & 100% funded by partner local authorities |
| URS | Joint Funded Project | £18,618 | | Commissioned & 100% funded by partner local authorities |
| URS | Joint Funded Project | £15,134 | | Commissioned & 100% funded by partner local authorities |
| URS | Weastflows | £10,000 | | 50% funded by ERDF |
| URS | Weastflows | £10,000 | | 50% funded by ERDF |
| URS | Weastflows | £1,866 | £152,057 | 50% funded by ERDF |
| Van den Ende Beheer B.V. | Lo Pinod | £865 | £865 | 50% funded by ERDF |
| WYG Group | RTPI | £2,925 | | 40% funded by ERDF |
| WYG Group | RTPI | £3,650 | | 40% funded by ERDF |
| WYG Group | RTPI | £2,097 | | 40% funded by ERDF |
| WYG Group | RTPI | £4,954 | | 40% funded by ERDF |
| WYG Group | RTPI | £949 | | 40% funded by ERDF |
| WYG Group | RTPI | £5,070 | | 40% funded by ERDF |
| WYG Group | RTPI | £4,910 | | 40% funded by ERDF |
| WYG Group | RTPI | £938 | | 40% funded by ERDF |
| WYG Group | RTPI | £2,117 | | 40% funded by ERDF |
| WYG Group | RTPI | £6,719 | | 40% funded by ERDF |
| WYG Group | RTPI | £5,276 | | 40% funded by ERDF |
| WYG Group | RTPI | £10,740 | £50,345 | 40% funded by ERDF |
| **Total** | | **£419,221.97** | **£419,221.97** | |

**5) Payments in Excess of £25,000**

| Payee | Commodity/ Service Description | Payment Date | Gross Amount | Comments |
|---|---|---|---|---|
| Ineo Systrans | RTPI | 16/09/2011 | £41,291 | 40% funded by ERDF |
| Ineo Systrans | RTPI | 16/09/2011 | £98,220 | 40% funded by ERDF |
| Ineo Systrans | RTPI | 20/12/2011 | £41,291 | 40% funded by ERDF |
| Ineo Systrans | RTPI | 20/12/2011 | £98,220 | 40% funded by ERDF |
| Ineo Systrans | RTPI | 04/01/2012 | £208,000 | 40% funded by ERDF |
| Ineo Systrans | RTPI | 01/02/2012 | £260,000 | 40% funded by ERDF |
| Ineo Systrans | RTPI | 01/02/2012 | £206,456 | 40% funded by ERDF |
| Ineo Systrans | RTPI | 01/02/2012 | £491,100 | 40% funded by ERDF |
| Liftshare | Sustainable Travel | 25/11/2011 | £29,891 | |
| MVA Consultancy | Lo Pinod | 16/03/2012 | £49,110 | 50% funded by ERDF |
| MVA Consultancy | Foodport | 17/03/2012 | £26,232 | 50% funded by ERDF |
| Strathmore Properties | Dilapidations | 29/11/2011 | £28,200 | 33% funded by SESplan |
| Trapeze | Routewise | 05/07/2011 | £45,842 | £2,135 funded by Stirling Council |
| Trapeze | Routewise | 22/03/2012 | £48,134 | £2,242 funded by Stirling Council |
| URS | Joint Funded Project | 03/11/2011 | £48,000 | Commissioned & 100% funded by partner local authorities |
| **Total** | | | **£1,719,988** | |

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

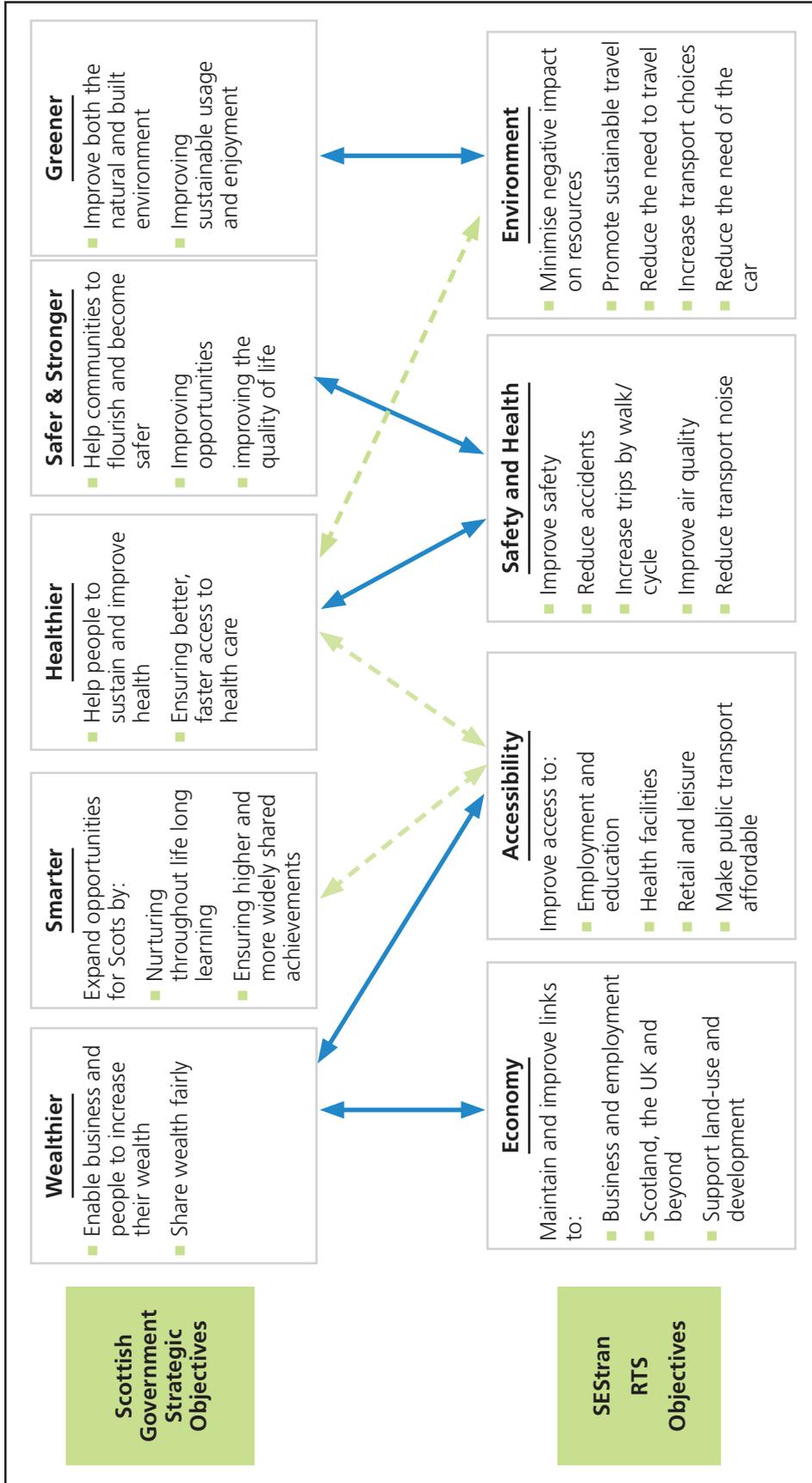## Sustainable Economic Growth – June 2012

### 1.   Introduction

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

II.   SEStran is a listed body within the Act. This statement is intended to fulfil the requirement of the Act in relation to Sustainable Economic Growth. This statement should be read in conjunction with the statement on Efficiency, Effectiveness and Economy and the financial information provided on the SEStran website that are also required by the Act.

### 2.   Government purpose and performance framework

I.   The Government Economic Strategy, November 2007, sets out the Government's central purpose as: "To focus the Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth. By sustainable economic growth we mean building a dynamic and growing economy that will provide prosperity and opportunities for all, while ensuring that future generations can enjoy a better quality of life too."

II.   The National Performance Framework was developed to provide a clear focus and direction for the whole of the public sector in Scotland and all public bodies are expected to align their activity in support of the Purpose, Targets and the 15 National Outcomes set out in the Framework.

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

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

**Scottish Government Strategic Objectives**

**Wealthier**
- Enable business and people to increase their wealth
- Share wealth fairly

**Smarter**
Expand opportunities for Scots by:
- Nurturing throughout life long learning
- Ensuring higher and more widely shared achievements

**Healthier**
- Help people to sustain and improve health
- Ensuring better, faster access to health care

**Safer & Stronger**
- Help communities to flourish and become safer
- Improving opportunities
- improving the quality of life

**Greener**
- Improve both the natural and built environment
- Improving sustainable usage and enjoyment

**SEStran RTS Objectives**

**Economy**
Maintain and improve links to:
- Business and employment
- Scotland, the UK and beyond
- Support land-use and development

**Accessibility**
Improve access to:
- Employment and education
- Health facilities
- Retail and leisure
- Make public transport affordable

**Safety and Health**
- Improve safety
- Reduce accidents
- Increase trips by walk/cycle
- Improve air quality
- Reduce transport noise

**Environment**
- Minimise negative impact on resources
- Promote sustainable travel
- Reduce the need to travel
- Increase transport choices
- Reduce the need of the car

## 4.  Sustainable Economic Growth

I.    SEStran's primary function is to produce and implement a Regional Transport Strategy.

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

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

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

IV.   The principal ethos in setting and determining the Regional Transport Strategy has therefore been to encourage and permit sustainable economic growth.

## 5.  What has been done in 2011/12

**Projects delivered directly by SEStran**

| Service | Description | Delivery Model | Benefits achieved |
|---|---|---|---|
| Real Time Bus Passenger Information | Roll out of RTPI in East Lothian, Fife, Scottish Borders, West Lothian and Cross border services between SEStran and SWESTRANS. SEStran has attracted funding from EU and LA partners, procured the necessary technical support and the contractor and developed operating and maintenance agreements with the bus operators. Factory acceptance tests have been successfully carried out and fitting out of vehicles has started. Potential £3.33m project with 40% funding from Europe | External contract, partnership with bus companies, co-funding from LAs and adjacent RTP direct staff input | Roll out of real time bus passenger information throughout the region will encourage mode shift from car to bus and provide better service for bus users. This will be a £3.33m investment in public transport infrastructure in the region. Investment during 2011/12 was £1.349m |

| Service | Description | Delivery Model | Benefits achieved |
|---|---|---|---|
| I –Transfer | EU 50% funded project examining the case for cross Forth passenger ferry services. Cross border project linking Fife and Edinburgh | Partnership with private sector and other European partners. External contract and direct staff input. Collaboration with Napier TRI | This project will improve access to jobs between Fife and Edinburgh. Investment during 2010/11 was £51,000 |
| Lo-Pinod | EU 50% funded project to develop freight movements by barge in the Forth estuary. Cross border project linking Fife and Grangemouth | Partnership with private sector and other European partners. External contract and direct staff input. Collaboration with Napier TRI | The project will promote moving freight by barge in the Forth Estuary. Investment during 2011/12 was £82,000 |
| Dryport | Examination of scope for inland port/freight transfer facilities has allowed development work on a number of RTS projects including River Avon Gorge, Levenmouth rail, Alloa to Dunfermline rail with connection to Rosyth, Freight routing strategy and map, Sustainable distribution depots, rail freight promotion, freight consolidation centres 50% funded by EU | Framework contracts, partnership with Napier TRI, partnership with other European partners and direct staff input | EU funding allowed progress on a number of RTS projects in Fife, Clackmannan, Falkirk and Edinburgh. A successful international conference raised the profile of Scotland's freight sector. Overall project budget of £600k invested in the region. Investment during 2011/12 was £96,000 |
| Connecting food ports | Examination of food product distribution throughout the region and linking to UK and Europe. 50% EU funding. Forth Ports have joined this project and form a Scottish partnership with SEStran | Partnership with private sector, other European partners, collaboration with Napier TRI and direct staff input | Potential to shift freight onto more sustainable modes with business development opportunities with our European partners in this project. £250k invested in the region. Investment during 2011/12 was £67,000 |

| Service | Description | Delivery Model | Benefits achieved |
|---|---|---|---|
| Weastflows | EU 50% funded project examining east to west flows of freight through Europe with the objective of promoting more sustainable forms of transport. | Partnership with other European partners. External contract and direct staff input | Potential to shift freight onto more sustainable modes with business development opportunities with our European partners in this project. Investment during 2011/12 was £61,000 |
| Edinburgh outer orbital BRT | Bus rapid transit scheme around outer orbital corridor linking East, Mid and West Lothian and Edinburgh, scheme development | Framework contract and input from partner authorities | STAG and feasibility study completed and with Transport Scotland and SEStran awaits response. Investment during 2011/12 was restricted to £511 |
| South Tay 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.. Investment during 2011/12 was restricted to £336 while the project went through the Local Plan process |
| SESPLAN | Shared office and admin services and strategic transport input to development of the SDP. | Shared accommodation/ service agreement, use of framework contract and direct staff input | Income of £48k per year from shared accommodation and admin staff (in 2011/12 this was £60k as a result of one of costs related to office move) has funded input to SDP Investment during 2011/12 was £8,000 |

| Service | Description | Delivery Model | Benefits achieved |
|---|---|---|---|
| Key Agency and influencing role | Input to Community planning, single outcome agreements, SDP and LDPs, Rail utilisation strategies, rail timetabling reviews, rail franchise, high Speed rail, OFT and Competition Commission investigation into bus competition, Scottish Government consultations, transport Scotland strategies and major projects, DfT consultations etc | Direct staff input, framework contracts, seconded consultant | Met statutory requirement for community planning and SOAs and influenced other providers to the benefit of SEStran area Investment during 2011/12 was £44,000 |
| Liaison Groups and forums | SEStran hosts a rail forum that includes network rail and operators, a bus forum that includes operators and a sustainable transport forum | Direct staff input and seconded consultant | Provision of a mechanism for sharing information and influencing providers and policy makers. Costs are included in other codes. |
| Accession | All authorities have been trained in the use of Accession and have access to the model through our term consultants. SEStran has reached agreement with other RTPs to share the costs of updating and operating the Accession model and also sharing the costs of annual licenses | Framework contract, shared service agreement with other RTPs | Provided the basis for stage 1 input to SDP and to LDPs. Influenced land use allocations to minimise private transport Investment during 2011/12 was included in other cost codes |
| Routewise | All authorities have access to the Routewise database which 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 2011/12 was £50,000 |

| Service | Description | Delivery Model | Benefits achieved |
|---|---|---|---|
| Travel Planning and sustainable travel including Tripshare | SEStran provides a focal point and funding for the development of travel planning and sustainable transport awareness to both public and private sector organisations. Tripshare car sharing initiative for the partnership | Grant award with match funding from partner organisations. Promotional material, events | Travel plans developed for a wide range of organisations throughout the region Fastest growing car sharing club in UK. Major employers are now members Investment during 2010/11 was £113,000 |
| One-Ticket | SEStran promotes the use of one ticket throughout the SEStran area | Board member and promotional material | Influence on charging policy |
| Freight distribution | Through our Freight Quality partnership SEStran has looked at freight signing, lorry parking and freight route mapping to improve the efficiency of freight movement in all authority areas and these initiatives have been delivered with match funding from the EU. SEStran has been successful in 4 bids for ERDF funding that are related to freight distribution and several initiatives are in the pipeline that will bring benefits throughout the region | Framework contract, EU match funding, Freight quality Partnership, direct staff involvement | Delivery of freight projects in the RTS with active involvement of the freight industry Investment during 2011/12 was covered in other project costs |
| Parking Standards | SEStran has produced advice applicable to all authorities on parking standards in new developments, to provide consistency in application | Framework contract | Consistent parking standards throughout the region. Input to SDP and LDPs |
| Park and ride strategy | SEStran developed a park and ride strategy looking at the sustainable development of park and ride facilities throughout the area and has developed a web site for users of these facilities | Framework contract | Policy input to SDP and Transport Scotland. Development of promotional web site Investment during 2011/12 was £3,500 |

| Service | Description | Delivery Model | Benefits achieved |
|---|---|---|---|
| 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 2011/12 was £49,000 |
| Bus Services | SEStran provided survey information on the quality, fare levels and services provided in all local authority areas to provide a basis for looking at service improvements | External Contract | Provided basis for SEStran input to OFT and Competition Commission inquiry into bus competition |
| Equalities and Access to Healthcare | SEStran provides a forum for discussing and promoting issues of mutual concern | Direct staff input | Developed the SEStran Thistle Card to assist public transport passengers with mobility problems. Investment during 2011/12 was £11,000 |
| Sustainable Urban Design | SEStran has developed a set of design standards | Framework contract | Used as input to SDP and LDPs |
| Regional transport model | Developed jointly with Transport Scotland the model has been used extensively by both SEStran for input to the SESPLAN SDP and by local authorities in analysing major developments | Framework contract in partnership with Transport Scotland | Input to SDP. Use by partner authorities for transport planning. Investment during 2011/12 was covered under other cost headings |
| Framework contracts | Procured for the provision of consultancy services and open for use by the partnership authorities. SEStran has framework contracts for the provision of the following consultancy services;<br><br>■ Strategic Transport Planning (MVA)<br>■ Transport Services (Scott Wilson)<br>■ Travel Planning (Buchanans) | External framework contracts shared use by partner authorities | Many projects have been delivered through these commissions by SEStran and also by partnership authorities delivering local schemes Investment by partner authorities during 2011/12 was £156,000 |
| One Ticket | Integrated ticket for multi operator public transport use in east central Scotland | SEStran manages One Ticket on behalf of the public transport operators company | Total turnover for One Ticket in 2011/12 was £1.35m |

## 2 RTS projects delivered by partner local authorities.

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

During 2011/12 SEStran has implemented a number of initiatives that have improved efficiency, effectiveness and economy and these are outlined below.

## Shared Services

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

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

This has resulted in a saving to SEStran of £94,000, through a recharge to One Ticket and SESPLAN and while the latter is a cost to SESPLAN, it represents an efficient arrangement for them in that the alternative would be lease payments to a third party for office accommodation and employment of staff for administration.

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

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

■ **Legal Services**

Legal services are provided by Fife Council. Services include legal advice, contractual advice and provision of clerking for the Board and the Performance and Audit Committee. The quality of support is excellent and rates are considerably lower than comparative rates in the private sector. The cost of this service in 2011/12 was £21,000

■ **Financial Services**

Financial services are provided by the City of Edinburgh Council. Services covered include invoice and payment processing, financial ledger, regular reporting to the SEStran Board, internal audit, liaising with external audit, budget preparation and control, pension fund management, accountancy and audit support for EU projects and investment management. The quality of support is excellent and again rates are considerably lower than in the private sector. The cost of this service in 2011/12 was £24,000

■ **HR Services**

HR services are provided by Falkirk Council. This includes drafting and review of HR policies and procedures, monitoring any changes in legislation, support in dealing with staff matters and reporting to the SEStran Board. Day to day routine HR matters are managed directly by SEStran staff. The cost of this service in 2011/12 was £270

**Routewise Data Base**

SEStran provides a central data base (Routewise) of public transport bus registrations that links directly to the Scottish Travelline data base to provide travel planning information to the travelling public. The eight local authorities in the SEStran partnership and, in addition Stirling Council all have access to this data base. While this does not provide a direct saving to SEStran, the nine authorities who have access to the data base save £45,000 a year through shared licences and hosting. Discussions are currently taking place with Hitrans to include their local authority areas in the SEStran Routewise database which will introduce further economies of scale with cost savings.

**Tripshare SEStran**

SEStran provides a central data base for car sharing throughout the region under contract with Liftshare Ltd. Each of the eight partner authorities has access to the data base and have branded their own Tripshare with their own authority brands (e.g. Tripshare Edinburgh). SEStran provides the licence and hosting costs, regional marketing, monitoring reports and technical support to the authorities. By contracting on a regional basis there are significant savings compared to each of the authorities contracting individually (£8,136 a year i.e. 25%) in addition to the benefits to the customer of being able to access a larger data base for potential matching of trips. Through SEStran's initiative, Tripshare has now been extended to include Health Boards, Universities and private sector companies at no cost to SEStran. This initiative since its inception has saved 16,107,977 miles on the regional road network reducing $CO_2$ emissions by 5303.8 tonnes (since 2009) at the current membership of 7,030.

**Accessibility Modelling**

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

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

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

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

**Scotland Europa**

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

**SEStran Regional Transport Model**

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

**Parking Initiatives**

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

- Parking standards for new development

- The viability of decriminalised parking outwith Edinburgh

- Development of a park and ride strategy for the region

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

**Sustainable Development**

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

- Urban cycle networks study with funding for implementation subject to match funding.

- Sustainable freight Distribution

- Grants for sustainable transport projects subject to match funding

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

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

## Procurement Activity

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

**Framework Contracts**
SEStran currently has three framework contracts with transport consultants as follows:

1. Strategic Transport Planning – MVA

2. Transport Services – Scott Wilson

3. Sustainable Travel – Colin Buchannan

The use of these frameworks has significantly reduced the cost of procurement of services both to SEStran and to the private sector consultants. In addition, the frameworks have been made available to partner local authorities within the SEStran area and currently both Midlothian and East Lothian Councils are using the frameworks to progress their own projects.

**Real Time Passenger Information**
SEStran is the delivery body for implementation of real time passenger information for bus passengers throughout the region. The project builds on the successful scheme implemented in Edinburgh and the two systems will be compatible providing real time information for the three main operators within and beyond the city. In addition smaller operators and cross boundary services to the SWESTRANS area are included in the contract. The contractor has been appointed through EU procurement procedures and the advisory consultant was appointed through the DTI framework thereby reducing procurement costs. The project will provide real time information for Fife, East Lothian, West Lothian, Scottish Borders and services to SWESTRANS in addition to the information currently provided in Edinburgh and Midlothian. The total project value is £3.3m of which £1.3m is funded from ERDF funding. The ERDF funding represents a major saving on the cost of the project to the Scottish public purse.

**iTransfer**
Project to examine the case for cross Forth passenger ferry services with 50% funding from the EU Interreg fund. The total SEStran budget for the project is £311,000 with £156,000 funding from the EU. It is a cross border project linking Fife and Edinburgh and it is also a partnership with other European partners The funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

**Lo-Pinod**
Project to explore the possibility of sustainable freight transport in the Forth estuary. The total SEStran budget for the project is £421,000 of which £210,000 is funded from the EU Interreg fund. It is a cross border project linking Fife and Grangemouth, a partnership with other European partners and a collaboration with Napier TRI. The funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

**Dryport**
Examination of scope for inland port/freight transfer facilities has allowed development work on a number of RTS projects including River Avon Gorge, Levenmouth rail, Alloa to Dunfermline rail with connection to Rosyth, Freight routing strategy and map, Sustainable distribution depots, rail freight promotion and freight consolidation centres. The project is 50% funded by EU, a partnership with Napier TRI and a partnership with other European partners. A successful international conference raised the profile of Scotland's freight sector. Overall project budget of £600k (£370k to SEStran and £230k to TRI) has been invested in the region. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

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

**Weastflows**
Examination of East/West freight flows through north west Europe with a view to promotion of more sustainable freight transport. The project is 50% EU funded through the Interreg fund and is a partnership with other European partners. The total SEStran budget is £186k with £93k funding from Europe. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

## Collaborative use of local contracts

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

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

## Risk Management

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

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