

Statements of Compliance 2017 with the Public Services Reform (Scotland) Act 2010

1. BACKGROUND

- 1.1 Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 (“the Act”) impose duties on Scottish public bodies to publish information on expenditure and certain other matters as soon as is reasonably practicable after the end of each financial year. This statement is produced by the South East of Scotland Transport Partnership (SEStran) to ensure compliance with the requirements of the Act.
- 1.2 We work hard to be a transparent, responsive, best value organisation and to deliver our vision for the transport network of South East of Scotland as outlined in our statutory Regional Transport Strategy.
- 1.3 The vision of SEStran is for a regional transport system that:
“Provides all citizens of South East Scotland with a genuine choice of transport which fulfils their needs and provides travel opportunities for work and leisure on a sustainable basis.”
- 1.4 Our annual report and accounts for 2016/17 set out the impact of our work and the outcomes we achieved, together with our associated costs. This is laid before the Partnership Board of SEStran in September 2017. The purpose of this statement is to disclose those costs which are relevant to Section 31(1) and (2) of the Act.

2. PUBLIC RELATIONS

- 2.1 We spent £50,076 on public relations in 2016/17. This is 3% of our total expenditure in the year. The costs included radio advertising campaigns, a new website, design, printing and publication of documents, including our annual reports, other documents and Business Plan 2017/18.
- 2.2 In 2016/17 SEStran invested in further promotion of its Real Time Passenger Information (RTPI) system and the Thistle Assistance Card and App through a radio advertising campaign, broadcast on Radio Forth. This was to encourage more people to travel by public transport.
- 2.3 SEStran also launched a brand-new website, which provides a focussed and easier to navigate platform which is more accessible to stakeholders and the public.

3. OVERSEAS TRAVEL

- 3.1 We incurred expenditure of £6,590 on overseas travel in 2016/17. This is the equivalent of 0.4% of our total expenditure. This travel is in relation to European

projects that SEStran is involved in and is therefore subsidised by the EU at percentages varying from 50% to 100%.

4. HOSPITALITY & ENTERTAINMENT

4.1 We incurred expenditure of £279 on hospitality in 2016/17. No expenditure was incurred on benefits, sporting or cultural events.

5. EXTERNAL CONSULTANCY

5.1 We incurred expenditure of £183,568 on external consultancy. This is the equivalent of 11.7% of our total expenditure. We commissioned a range of projects and employed Lindean Partnership Ltd, WYG, Coachline, Systra, Napier University, X Design, Product Forge and Onestop IT Solutions.

6. PAYMENTS IN EXCESS OF £25,000

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

6.2 SEStran made the following payments over £25,000

Payee	Subject Matter	Invoice Date	Gross Amount
Ineo Systrans	RTPI Maintenance	19/04/2016	£67,692
Ineo Systrans	RTPI Maintenance	15/11/2016	£67,692
Ineo Systrans	RTPI Maintenance	15/11/2016	£67,692
Ineo Systrans	RTPI Maintenance	23/02/2017	£67,693
Trapeze	Routewise Support	21/03/2017	£52,805
Ticketeer	RTPI Expansion	30/03/2016	£71,356

6.3 All RTPI payments were in relation to ongoing work to the Real Time Passenger Information project that SEStran operates and Ticketeer has provided additional equipment for the system.

6.4 Trapeze provides a system for partner authorities to input bus service data into Traveline and is operated on a regional basis, by SEStran, thus saving money for the individual authorities.

6.5 Throughout 2016/17 SEStran paid certain consultants in excess of £25,000 over several payments. These are listed below:

Supplier	Subject Matter	Total Amount
Ineo Systrans	RTPI	£225,641
WYG Group	RTPI	£49,647
Coachline	One Ticket	£46,903
Onestop IT	IT Support	£33,878

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

- 7.1 Section 31(4) of the Act places a duty on public bodies to publish the number of individuals who received remuneration in excess of £150,000.
- 7.2 No employee, office holder or other individual involved with SEStran received remuneration in excess of £150,000 during 2015/16.

8. SUSTAINABLE ECONOMIC GROWTH

- 8.1 Section 32(1)(a) of the Act places a duty on public bodies to publish a statement of the steps it has taken during the financial year to promote and increase sustainable growth through the exercise of its functions.
- 8.2 SEStran is a statutory body, under the Transport (Scotland) Act 2005 and is tasked with producing a Regional Transport Strategy for South East Scotland.
- 8.3 The following statement sets out the steps that SEStran has taken in 2016/17 to promote and increase sustainable economic growth in the exercise of its functions. Further information on this and our work is contained in our Audited Annual Accounts and Annual Report for 2016/17.
- 8.4 In delivering against our published priorities in the revised Regional Transport Strategy, we contributed to the Scottish Government's overall objectives and National Outcomes. During 2016/17 our work contributed to:
- Reducing the number of commuter journeys by single occupancy vehicles within the South East of Scotland
 - *In the financial year 2016/17, SEStran Tripshare contributed to 645.93 tonnes of CO2 reduction and 1.69 tonnes of NOx reduction.*
 - Minimising the overall need for travel; overall by car.
 - *SEStran's Regional Cycle Training and Development Officer, Peter took up the role this year and has been busy meeting with Bikeability Local Authority Co-ordinators to establish the challenges and shared best practices throughout the region, as well as attending several networking events promoting Bikeability and other programmes from SEStran and Cycling Scotland. The role involved designing and organising a pilot training programme for job seekers and school leavers focussing on access to bikes, cycle training and immediate employability skills*
 - Maximising public transport provision and achieving public transport integration and intermodality.
 - *In 16/17 SEStran carried out further publicity for the Thistlecard through radio advertising with a view to encouraging a wider use of*

the card for those who would otherwise find it difficult to travel by public transport.

- *SEStran's "Socialcar" project, 100% funded by the EU, progressed during 16/17, in developing an App to facilitate car sharing and integrating with public transport.*
- Improving safety for all road and transport users
 - *SEStran's Equality Outcomes 2017 – 2021 were published. For example, there can be a fear of crime particularly when travelling alone on certain modes/routes of transport, particularly in terms of antisocial behaviour or sexual harassment of women on public transport and/or hate crime towards other groups. This can affect the frequency of travel for these groups and curtail their mobility so RTPI system can play a part in increasing confidence, alongside our work on a Regional Hate Crime Charter and promotion of the Thistle Assistance Card.*
- Enhancing community life and social inclusion
 - *In 16/17 SEStran became a Disability Confident Employer and signed up to become a Living Wage Employer.*
 - *SEStran have published a Board Succession Plan, including working towards the wider 50/50 by 2020 Scottish Government outcome.*
- Enhancing movement of freight, particularly by rail and other off-road modes
 - *In 16/17 SEStran was invited to take part in 2 EU Interreg partnership bids for freight related projects; SURFLOGH and SCRIPT. The first relates to improving the sustainability of last mile freight distribution and the second seeks to reduce greenhouse gas emissions in freight related road transport by looking at alternative modes and reducing congestion at pinch points in the road infrastructure. The first bid was successful and the project is now underway and the result of the stage 1 bid for the second is expected later this month.*
- Enhancing real time passenger information available for bus services in both urban and rural areas
 - *SEStran has continued to invest in expansion of the RTPI system, assisted by awards of ERDF grants (40%) by spending £79,000 on providing new GPS enabled ticket machines capable of connecting to the realtime system, for 5 bus operators in the region.*
 - *Another qualitative point about RTPI is the safety aspect for women or elderly or other travellers, in that they know their bus is on the way and feel safer in the knowledge of how long they will wait and maybe making contact with people who are going to pick them up. There is an assurance factor as well re linking journeys and making connections*

8.5 SEStran has taken several steps to meet its duties under the Equalities Act, including publishing a brand-new set of Equalities Outcomes. Further measures taken to contribute to an inclusion growth vision for example signing of the Diversity and Inclusion CIHT Charter, and becoming a Disability Confident Committed Employer. We have also appointed Board Observers from Changing the Chemistry and our Equalities Forum to increase participation of under-represented groups in public life.

9. EFFICIENCY, EFFECTIVENESS AND ECONOMY

- 9.1 Section 32(1)(a) of the Act requires public bodies to publish a statement of the steps taken to improve efficiency, effectiveness and economy in the exercise of their functions.
- 9.2 The following statement sets out the steps that South-East of Scotland Regional Transport Partnership (SEStran) has taken in 2016-17 to improve its efficiency, effectiveness and economy in the exercise of its functions.
- 9.3 Supporting the principles of public sector reform, SEStran is aware of the overall need to ensure the delivery of public services as efficiently and effectively as possible.
- 9.4 In relation to the Scottish Government's National Outcome 16: *Our public services are high quality, continually improving, efficient and responsive to local people's needs*, we are committed to delivering services that are high quality, continually improving, efficient and responsive.
- 9.5 We receive from our constituent council members in total £190,000.
- 9.6 In 2015/16 a grant of £782,000 was received from the Scottish Government. We spent 97% of our £1.62m budget.
- 9.7 In 2016/17 SEStran were involved with several European projects as follows:
- Social Car
 - Share-North
 - CHUMS
 - Regio-Mob
- 9.8 We received £78,691 from the EU in relation to these projects.
- 9.9 Over the last year, we have continued to deliver best value for our members and funders. In 2016/17 we upgraded the IT system and hardware, utilising Scottish Government Framework Contracts, which resulted in a significant saving in comparison to purchasing independently. The old hardware was securely wiped and recycled through Re-Tek UK Ltd at a fraction of previous disposal costs. Further savings have been recognised through reduced print/copier costs by again using SG contracts and we have ended the use of our off-site storage facility, delivering an annual saving of £5-6k.
- 9.10 We have made use of the Public Contracts Scotland portal, taking advantage of efficiencies associated with e-procurement, to procure a support service for our RTP Digital Display Screen initiative. It is our intention in future to use available frameworks and PCS for procurement.
- 9.11 Two policies have been implemented which further contribute to providing best value, these are a Purchase Card Rules and Procedures policy and a Travel and Subsistence Policy, which provides a clear set of procedures to deliver reduced savings on travel expenditure and subsistence.

9.10 In the current economic climate, and with reduced resources, we will continue to work with all involved in regional transport to ensure effective delivery of strategy, policy and projects that deliver the vision for the transport network of the South East of Scotland.