

Public Services Reform (Scotland) Act 2010

1. INTRODUCTION

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

2. DATA TO BE PUBLISHED

2.1 Expenditure

- 2.1.1 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.

2.2 SUSTAINABLE ECONOMIC GROWTH

- 2.2.1 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. As this requires the publication of a statement it is not sufficient simply to refer to other published material such as the annual report.

2.3 EFFICIENCY, EFFECTIVENESS & ECONOMY

- 2.3.1 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.

2.4 The data as described in sections 2.1 to 2.3 of this report is included in appendix 1 of this report and will be published on the SEStran website in accordance with the requirements of the Act.

3. RECOMMENDATION

3.1 The Board is asked to note the content of the material for publication under the Public Services Reform (Scotland) Act 2010 and detailed in appendix 1 of this report.

Cheryl Fergie
Business Support Officer
September 2022

Appendix 1 – Statement of Compliance with the Public Services Reform (Scotland) Act 2010

Appendix 2 – PSRA Invoice Details

Policy Implications	None
Financial Implications	As detailed in appendix 1.
Race Equalities Implications	None
Gender Equalities Implications	None
Disability Equalities Implications	None
Climate Change Implications	None

Appendix 1 - Statements of Compliance 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 SEStran works hard to be a transparent, responsive, best value organisation that delivers on its vision for the South East of Scotland’s transport network, as outlined in its statutory Regional Transport Strategy.
- 1.3 SEStran’s vision 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 SEStran’s annual report and accounts for 2021/22 set out the impact of the work and the outcomes achieved, together with associated costs. This is laid before the Partnership Board of SEStran in September 2022. The purpose of this statement is to disclose those costs which are relevant to Section 31(1) and (2) of the Act.
- 1.5 Section 31(1) of the 2010 Act requires public bodies to publish as soon as is reasonably practical 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 & entertainment.
 - External consultancy.
 - Payments in excess of £25,000.
 - Members or employees who received remuneration in excess of £150,000.
- 1.6 Public bodies are required to publish the total amount of expenditure incurred during each financial year on or in connection with each of the categories set out above, but it is of course open to SEStran to publish a more detailed breakdown of expenditure if they so wish.

2. PUBLIC RELATIONS

- 2.1 SEStran spent £104,965 on public relations in 2021/22. This represents 4.9% of the total expenditure for the year. The majority of expenditure was on marketing costs to increase awareness of project activity and available services, including development of the Thistle Card and App and the Do The Ride Thing Awareness Campaign, through online media, advertisement on local radio, bus stop and bus back hoardings.

3. OVERSEAS TRAVEL

- 3.1 SEStran incurred an expenditure of £0 on overseas travel in 2021/22.

4. HOSPITALITY & ENTERTAINMENT

- 4.1 SEStran incurred an expenditure of £0 on hospitality in 2021/22. No expenditure was incurred on benefits, sporting or cultural events.

5. EXTERNAL CONSULTANCY

- 5.1 SEStran incurred expenditure of £857,792 on external consultancy. This is the equivalent of 40.2% of the total expenditure for the year. SEStran procured a further contract with Ove Arup as project managers for the continued development of the SEStran Strategic Network (active travel network), urban cycle networks and the active travel fund, along with Tetra Tech for RTPI assistance. SEStran worked with Sentireal on a fully accessible wayfinding prototype. Furthermore, SEStran have also sought consultative assistance from Systra, Ove Arup, Stantec, The Lines Between, 56 Degrees Insight Limited, Andrew Ferguson, Mott MacDonald, AECOM LTD, Anderson Strathern, Edinburgh & Lothians Greenspace Trust, Sentireal, Steer, Tetra Tech and WSP UK Ltd.

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	Gross Amount
The Media Shop	Active Travel Fund	£106,170.30
Cargo Bike Movement	Active Travel Fund	£48,537.00
Edinburgh & Lothians Greenspace Trust	Active Travel Fund	£42,000.00
Steer	Active Travel Fund	£94,254.00
Zedify	EU Surflogh	£54,903.00
Trapeze	Core	£59,372.78

- Payment of £106,170.30 was made to The Media Shop for the Do The Ride Thing marketing campaign.
- Payment of £48,537.00 was made to Cargo Bike Movement for continued development of a community cargo bike hub in Edinburgh.
- Payment of £42,000.00 was made to Edinburgh & Lothians Greenspace Trust for the feasibility of an active travel route between Dalkeith Country Park and The Wisp.
- Payment of £94,254.00 was made to Steer for scoping and feasibility study of mobility hubs in East Fife.
- Payment of £54,903.00 was made to Zedify for the adaptation and management of e-cargo bikes for sustainable urban delivery.
- The £59,372.78 was made to Trapeze for management and maintenance of the NOVUS FX system for regional real time passenger information.

6.3 Throughout 2021/222 SEStran paid certain consultants in excess of £25,000 over several payments. These are listed below:

Supplier	Subject Matter	Total Amount	Comments
Sentireal	Thistle Assistance Development	132,300.00	Development of the Thistle Assistance journey planner VoyagAR.

Andrew Ferguson	Project Consultancy Support	£37,150.00	Professional Fees consultancy support –
Stantec	RTS	£147,306.60	Professional Fees - Studies
Ove Arup	Urban Cycle Networks and Active Travel Fund	£351,708.01	Professional Fees - Studies
Systra	Newburgh Transport Appraisal (LRDF)	£48,621.60	Professional Fees - Studies
21st Century Passenger Systems Ltd	RTPI	£243,989.17	Development of regional real time passenger information system
Onestop IT Solutions	Core	£44,175.80	Help desk

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 2021/22.

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 the South East of Scotland.
- 8.3 The following statement sets out the steps that SEStran has taken in 2021/22 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 2021/22.
- 8.4 In delivering against its published priorities in the revised Regional Transport Strategy, SEStran contributed to the Scottish Government's overall objectives and National Outcomes. During 2021/22 this work contributed to:

- Reducing the number of commuter journeys by single occupancy vehicles within the South East of Scotland.
 - SEStran in collaboration with FIFE Council undertook a feasibility study for mobility hubs in East Fife, investigating different transport and accessibility options.
- Minimising the overall need for travel; overall by car.
 - In the area of active travel, the development of the Do the Ride Thing campaign, in-depth behavioural surveying, cargo bike training and development of the strategic network for active travel routes supported our partners in efforts to increase availability of active travel choices.
 - SEStran's Cycling Officer, continued to support Bikeability Local Authority Coordinators over this year. Adult Cycle Training programmes were delivered across the region.
 - SEStran's GO e-Bike project launched the on-street bike share provision over four stations in East Lothian and Midlothian. Continued investment will seek to expand network on an ongoing basis.
 - SEStran continued support for the development of a Cargo Bike hub in Edinburgh, increasing access to and awareness of cargo bikes as an alternative transport mode.
 - SEStran's work in the development of cycle networks saw investment in projects ranging from feasibility to concept and detailed design. Feasibility work was undertaken on a route between Dalkeith and Little France park linking new developments at Danderhall and Shawfair to the Edinburgh BioQuarter site. Building on previous work Arup were engaged again to actively develop a number of routes from their previous project pipeline. These included routes from Addiewell-Livingston, Falkirk-Polmont, Larbert-Falkirk, Tweedbank-Melrose, and additional support to Scottish Borders Council on Leaderfoot-Drygrange.
 - SEStran continued the longitudinal research project to understand the drivers behind changes in travel behaviour from a sample of participants across the region. Work was ongoing on this project in 2021/22 with the final wave of study being complete just before summer 2022.
- Maximising public transport provision and achieving public transport integration and intermodality.
 - SEStran operates a wide range of programmes and projects to support and bolster the provision of public transport in the region. In addition, SEStran maintains regular contact with rail and bus operators to discuss matters relevant to the provision of public transport in the region. This includes raising any relevant mobility issues for people and communities in the region with rail and bus companies.
 - Key during this year has been SEStran's involvement in regional bids to the Bus Partnership Fund, set up by Transport Scotland to enable infrastructure-based solutions to bus delays caused by congestion and related issues. This links to the provisions of the

Transport (Scotland) Act 2019 allowing for the creation of Bus Service Improvement Partnerships (BSIPs).

- In 2021/22 SEStran carried out further publicity for the Thistle Assistance Programme.
- SEStran was successful with a £150,000 bid to Scottish Enterprise in February 2021 which secured funding for the development and testing for a fully developed working prototype Thistle Assistance Journey Planner App. Phase 2 work was started with Sentireal appointed to undertake the work.
- 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 the RTPI system can play a part in increasing confidence, alongside our promotion of the Thistle Assistance Programme.
- Enhancing community life and social inclusion.
 - SEStran is involved, along with Transport Scotland, Police Scotland and Disability Equality Scotland, in work to implement the Hate Crime Charter that was launched nationally in March 2021.
- Enhancing movement of freight, particularly by rail and other off-road modes.
 - SEStran continues to work with Edinburgh Napier University and ZEDIFY Logistics on the EU funded SURFLOGH project which aims to improve the commercial sustainability of last and first mile freight distribution and developing business models for urban freight hubs. An expansion of the successful first / last mile delivery trial in the Haymarket area by ZEDIFY was agreed with the project's lead partner.
 - As part of the BLING project the University of Edinburgh supported by SEStran has developed a pilot concept called 'GeoPact'. The GeoPact system is comprised of a complex assembly of technological objects, that together enables the design, deployment of location-aware smart contracts that run on the Ethereum blockchain for study.
- Enhancing real time passenger information available for bus services in both urban and rural areas
 - SEStran's RTPI system began in 2010 with the aim to tackle a declining bus patronage and make bus travel more predictable and reliable. In 2021/22 SEStran continued working with the City of Edinburgh Council with the new RTPI system being launched in December 2021.
 - 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.

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 2021/22 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 SEStran receives a total of £190,000 from its constituent councils.
- 9.6 In 2021/22 a grant of £297,082 was received from Transport Scotland Active Travel Fund and £96,010 from Sustrans.
- 9.7 In 2021/22 SEStran were involved with several European projects as follows:
 - Bling
 - Share-North
 - Surflogh
 - PriMaaS
 - CONNECT
- 9.8 SEStran received £108,271.87 from the EU in relation to these projects.
- 9.9 In procurement, SEStran have continued to make use of the Public Contracts Scotland (PCS) portal, taking advantage of efficiencies associated with e-procurement. It is intended to continue to use available frameworks and PCS for procurement.
- 9.10 In the current economic climate, and with reduced resources, SEStran will continue to work with all involved in regional transport to ensure effective delivery of strategy, policy and projects that deliver against the RTS and the vision for the transport network of the South East of Scotland.

End of Appendix.

SESTRAN
Public Services Reform (Scotland) Act 2010 Information
Year ended 31st March 2022

1) Public Relations

Account code 3531/ 3541

Supplier	External costs - invoiced (net)	Internal Staff Costs	Supplier Total	Comments
2A Publishing Limited	£1,700		£1,700	5447
D C Publishing	£1,000			DCP13609
D C Publishing	£1,000			DCP13710
D C Publishing	£1,000			DCP13786
D C Publishing	£700		£3,700	DCP13853
Hello Business	£1,866		£1,866	0201
Hillside Agency	£2,000			INV-3469
Hillside Agency	£214			INV-3486
Hillside Agency	£97			INV 3502
Hillside Agency	£312			INV-3540
Hillside Agency	£87			INV-3555
Hillside Agency	£78			INV-3569
Hillside Agency	£1,500			INV-3570
Hillside Agency	£1,376		£5,664	INV-3571
McDaid Public Relations Ltd	£1,300		£1,300	006
The Media Shop	£14,776			66415
The Media Shop	£1,000			130800
The Media Shop	£2,199			066446
The Media Shop	£7,071			066520
The Media Shop	£4,004			066692
The Media Shop	£13,702			066693
The Media Shop	£8,891			066804
The Media Shop	£18,376			067375
The Media Shop	£4,798			067376
The Media Shop	£13,675		£88,490	067378
Witch Media	£900		£900	89877
JPI Media Publishing Ltd	£1,345		£1,345	35097 from P8 EU purchase Cards
Total	£104,965	£0	£104,965	

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3) Hospitality & Entertainment

Account code 3849

Supplier	Project / Service	Net Amount	Comments	EU Contribution	Cost to SEStran

Total

£0.00

Total net-SESTRAN

£0.00

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4) External Consultancy Account code 4841

Supplier	Project / Service	Net Amount	Supplier Total	Comments	EU Contribution	Cost to SEStran
56 Degree Insight Limited	ACTIVE TRAVEL FUND	£4,200.00		Travel Attitudes Survey		£4,200.00
56 Degree Insight Ltd	ACTIVE TRAVEL FUND	£900.00		Travel Attitudes Survey		£900.00
56 Degree Insight Ltd	ACTIVE TRAVEL FUND	£2,900.00		Travel Attitudes Survey		£2,900.00
56 Degree Insight Ltd	ACTIVE TRAVEL FUND	£4,200.00		Travel Attitudes Survey		£4,200.00
56 Degree Insight Ltd	ACTIVE TRAVEL FUND	£900.00		Travel Attitudes Survey		£900.00
56 Degree Insight Ltd	ACTIVE TRAVEL FUND	£2,700.00	£15,800.00	Travel Attitudes Survey		£2,700.00
AECOM LTD	LRDF	£6,300.00		Go Forth Freight Study - Case for Change Report		£6,300.00
AECOM LTD	LRDF	£11,500.00	£17,800.00	Go Forth Freight Study - Preliminary Options Appraisal		£11,500.00
Anderson Strathern	R17 SUSTAINABLE TRAVEL AWARENESS	£616.00		Fee for professional services (MaaS Investment Fund Bid)		£616.00
Anderson Strathern	R17 SUSTAINABLE TRAVEL AWARENESS	£616.00		Fee for professional services (MaaS Investment Fund Bid)		£616.00
Anderson Strathern	R17 SUSTAINABLE TRAVEL AWARENESS	£90.00		Fee for professional services (MaaS Investment Fund Bid)		£90.00
Anderson Strathern	R17 SUSTAINABLE TRAVEL AWARENESS	£279.00		Fee for professional services (MaaS Investment Fund Bid)		£279.00
Anderson Strathern	R17 SUSTAINABLE TRAVEL AWARENESS	£1,062.00		Fee for professional services (MaaS Investment Fund Bid)		£1,062.00
Anderson Strathern	R17 SUSTAINABLE TRAVEL AWARENESS	£2,655.00		Fee for professional services (MaaS Investment Fund Bid)		£2,655.00
Anderson Strathern	R17 SUSTAINABLE TRAVEL AWARENESS	£207.00	£5,525.00	Fee for professional services (MaaS Investment Fund Bid)		£207.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£3,375.00		Scottish Local Government Consultant Fees		£3,375.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£3,375.00		Scottish Local Government Consultant Fees		£3,375.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£2,250.00		Scottish Local Government Consultant Fees		£2,250.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£3,750.00		Scottish Local Government Consultant Fees		£3,750.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£2,625.00		Scottish Local Government Consultant Fees		£2,625.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£3,000.00		Scottish Local Government Consultant Fees		£3,000.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£4,125.00		Scottish Local Government Consultant Fees		£4,125.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£1,875.00		Scottish Local Government Consultant Fees		£1,875.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£3,000.00		Scottish Local Government Consultant Fees		£3,000.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£2,650.00		Scottish Local Government Consultant Fees		£2,650.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£3,750.00		Scottish Local Government Consultant Fees		£3,750.00
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	£3,375.00	£37,150.00	Scottish Local Government Consultant Fees		£3,375.00
Cargo Bike Movement	ACTIVE TRAVEL FUND	£26,703.34	£26,703.34	GRANT CLAIM		£26,703.34
Edinburgh & Lothians Greenspace Trust	URBAN CYCLE NETWORKS	£18,000.00		River Almond Walkway Feasibility Study		£18,000.00
Edinburgh & Lothians Greenspace Trust	ACTIVE TRAVEL FUND	£24,000.00	£42,000.00	River Almond Walkway Feasibility Study		£24,000.00
Henderson Loggie	EU SHARE - NORTH	£920.00		Professional Services fee for level control checking and certification	£-460.00	£460.00
Henderson Loggie	EU PRIMAAS	£960.00		Professional Services fee for level control checking and certification	£-480.00	£480.00
Henderson Loggie	EU BLING	£1,380.00		Professional Services fee for level control checking and certification	£-690.00	£690.00
Henderson Loggie	EU BLING	£1,150.00		Professional Services fee for level control checking and certification	£-575.00	£575.00
Henderson Loggie	EU SHARE - NORTH	£690.00		Professional Services fee for level control checking and certification	£-345.00	£345.00
Henderson Loggie	EU PRIMAAS	£720.00		Professional Services fee for level control checking and certification	£-612.00	£108.00
Henderson Loggie	EU SURFLOGH	£1,380.00		Professional Services fee for level control checking and certification	£-690.00	£690.00
Henderson Loggie	EU SURFLOGH	£920.00		Professional Services fee for level control checking and certification	£-460.00	£460.00
Henderson Loggie	EU CONNECT	£960.00	£9,080.00	Professional Services fee for level control checking and certification	£-480.00	£480.00
Mott MacDonald	R17 SUSTAINABLE TRAVEL AWARENESS	£5,000.00		Delivery of consultancy support to SESTRAN for MIF round 2 funding bid		£5,000.00
Mott MacDonald	R17 SUSTAINABLE TRAVEL AWARENESS	£12,785.00	£17,785.00	Delivery of consultancy support to SESTRAN for MIF round 2 funding bid		£12,785.00
Ove Arup	ACTIVE TRAVEL FUND	£27,080.00		SEStran Strategic Network Resource Fees		£27,080.00
Ove Arup	ACTIVE TRAVEL FUND	£32,787.14		SEStran Strategic Network Resource Fees		£32,787.14
Ove Arup	ACTIVE TRAVEL FUND	£32,787.14		SEStran Strategic Network Resource Fees		£32,787.14
Ove Arup	ACTIVE TRAVEL FUND	£32,787.14		SEStran Strategic Network Resource Fees		£32,787.14
Ove Arup	ACTIVE TRAVEL FUND	£41,912.14		SEStran Strategic Network Resource Fees		£41,912.14
Ove Arup	ACTIVE TRAVEL FUND	£29,726.44		SEStran Strategic Network Resource Fees		£29,726.44
Ove Arup	URBAN CYCLE NETWORKS	£12,185.70		SEStran Strategic Network Resource Fees		£12,185.70
Ove Arup	URBAN CYCLE NETWORKS	£41,912.14		SEStran Strategic Network Resource Fees		£41,912.14
Ove Arup	URBAN CYCLE NETWORKS	£41,912.16	£293,090.00	SEStran Strategic Network Resource Fees		£41,912.16
Product Forge Ltd	EU SURFLOGH	£2,000.00	£2,000.00	Project Hackathon	£-1,000.00	£1,000.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£12,250.00		Stage Payment		£12,250.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£12,250.00		Stage Payment		£12,250.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£12,250.00		Stage Payment		£12,250.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£12,250.00		Stage Payment		£12,250.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£12,250.00		Stage Payment		£12,250.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£12,250.00		Stage Payment		£12,250.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£12,250.00		Stage Payment		£12,250.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£12,250.00		Stage Payment		£12,250.00
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	£24,500.00	£110,250.00	Stage Payment		£24,500.00
Stantec UK	R37 RTS MONITORING	£17,536.50		SEStran Regional Transport Strategy		£17,536.50
Stantec UK	R37 RTS MONITORING	£17,536.50		SEStran Regional Transport Strategy		£17,536.50
Stantec	R37 RTS MONITORING	£26,304.75		SEStran Regional Transport Strategy		£26,304.75
Stantec	R37 RTS MONITORING	£8,768.25		SEStran Regional Transport Strategy		£8,768.25
Stantec	R37 RTS MONITORING	£17,536.50		SEStran Regional Transport Strategy		£17,536.50
Stantec	R37 RTS MONITORING	£35,073.00	£122,755.50	SEStran Regional Transport Strategy		£35,073.00
Steer	ACTIVE TRAVEL FUND	£78,545.00	£78,545.00	Consultancy fees - Feasibility Study		£78,545.00
Systra	LEITH DOCKS AND NEWBURGH (LRDF)	£2,490.00		Newburgh Station LRDF STAG study		£2,490.00
Systra	LEITH DOCKS AND NEWBURGH (LRDF)	£12,000.00		Newburgh Station LRDF STAG study		£12,000.00
Systra	LEITH DOCKS AND NEWBURGH (LRDF)	£12,000.00		Newburgh Station LRDF STAG study		£12,000.00
Systra	LEITH DOCKS AND NEWBURGH (LRDF)	£12,000.00	£38,490.00	Newburgh Station LRDF STAG study		£12,000.00
Tetra Tech	RTP1 - REVENUE CONTRIBUTION	£1,343.00		SEStrans display support		£1,343.00
Tetra Tech	RTP1 - REVENUE CONTRIBUTION	£2,468.75		SEStrans display support		£2,468.75
Tetra Tech	RTP1 - REVENUE CONTRIBUTION	£1,836.75		SEStrans display support		£1,836.75
Tetra Tech	RTP1 - REVENUE CONTRIBUTION	£1,599.75	£7,248.25	SEStrans display support		£1,599.75
The Lines Between	ACTIVE TRAVEL FUND	£3,200.00		SEStran 20/21-01P Travel Attitudes Survey		£3,200.00
The Lines Between	ACTIVE TRAVEL FUND	£2,100.00		SEStran 20/21-01P Travel Attitudes Survey		£2,100.00
The Lines Between	ACTIVE TRAVEL FUND	£5,300.00		SEStran 20/21-01P Travel Attitudes Survey		£5,300.00
The Lines Between	ACTIVE TRAVEL FUND	£2,100.00		SEStran 20/21-01P Travel Attitudes Survey		£2,100.00
The Lines Between	ACTIVE TRAVEL FUND	£7,600.00	£20,300.00	SEStran 20/21-01P Travel Attitudes Survey		£7,600.00
WSP UK Ltd	R17 SUSTAINABLE TRAVEL AWARENESS	£18,850.00	£18,850.00	Midlothian Bus Partnership Bid Support		£18,850.00

£863,372.09 £863,372.09

£-5,792.00 £857,580.09

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Year ended 31st March 2022

5) Payments in Excess of £25,000 (including VAT)

Payee	Commodity / Service Description	Payment Date	Gross Amount	Comments
The Media Shop	ACTIVE TRAVEL FUND	29/06/2021	£17,728	
The Media Shop	ACTIVE TRAVEL FUND	30/07/2021	£1,200	
The Media Shop	ACTIVE TRAVEL FUND	14/06/2021	£2,638	
The Media Shop	ACTIVE TRAVEL FUND	22/07/2021	£8,484	
The Media Shop	ACTIVE TRAVEL FUND	21/09/2021	£4,804	
The Media Shop	ACTIVE TRAVEL FUND	27/10/2021	£16,439	
The Media Shop	ACTIVE TRAVEL FUND	18/10/2021	£10,667	
The Media Shop	ACTIVE TRAVEL FUND	28/03/2022	£22,047	
The Media Shop	ACTIVE TRAVEL FUND	28/03/2022	£5,757	
The Media Shop	ACTIVE TRAVEL FUND	28/03/2022	£16,407	£106,170.30
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	07/04/2021	£3,375	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	11/05/2021	£3,375	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	01/06/2021	£2,250	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	01/07/2021	£3,750	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	30/07/2021	£2,625	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	31/08/2021	£3,000	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	01/10/2021	£4,125	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	12/11/2021	£1,875	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	30/11/2021	£3,000	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	04/01/2022	£2,650	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	31/01/2022	£3,750	
Andrew Ferguson	PROJECT CONSULTANCY SUPPORT	01/03/2022	£3,375	£37,150.00
Cargo Bike Movement	ACTIVE TRAVEL FUND	12/11/2021	£26,703	
Cargo Bike Movement	ACTIVE TRAVEL FUND	11/05/2021	£21,834	£48,537.00
Edinburgh & Lothians Greenspace Trust	URBAN CYCLE NETWORKS	08/07/2021	£18,000	
Edinburgh & Lothians Greenspace Trust	ACTIVE TRAVEL FUND	07/07/2021	£24,000	£42,000.00
Ove Arup	ACTIVE TRAVEL FUND	07/04/2021	£32,496	
Ove Arup	ACTIVE TRAVEL FUND	20/09/2021	£39,345	
Ove Arup	ACTIVE TRAVEL FUND	04/10/2021	£39,345	
Ove Arup	ACTIVE TRAVEL FUND	05/11/2021	£39,345	
Ove Arup	ACTIVE TRAVEL FUND	13/12/2021	£50,295	
Ove Arup	ACTIVE TRAVEL FUND	06/01/2022	£33,918	
Ove Arup	URBAN CYCLE NETWORKS	06/01/2022	£16,377	
Ove Arup	URBAN CYCLE NETWORKS	31/01/2022	£50,295	
Ove Arup	URBAN CYCLE NETWORKS	07/03/2022	£50,295	£351,708.01
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	22/07/2022	£14,700	
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	20/09/2021	£14,700	
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	04/10/2021	£14,700	
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	01/12/2021	£14,700	
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	29/11/2021	£14,700	
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	10/01/2022	£14,700	
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	31/01/2022	£14,700	
Sentireal	THISTLE ASSISTANCE DEVELOPMENT	21/03/2022	£29,400	£132,300.00
Stantec UK	R37 RTS MONITORING	07/04/2021	£21,044	
Stantec UK	R37 RTS MONITORING	07/04/2021	£21,044	
Stantec	R37 RTS MONITORING	14/06/2021	£31,566	
Stantec	R37 RTS MONITORING	22/07/2021	£10,522	
Stantec	R37 RTS MONITORING	12/11/2021	£21,044	
Stantec	R37 RTS MONITORING	12/11/2021	£42,088	£147,306.60
Steer	ACTIVE TRAVEL FUND	30/11/2021	£94,254	£94,254.00
Systra	LEITH DOCKS AND NEWBURGH (LRDF)	05/05/2021	£2,988	
Systra	LEITH DOCKS AND NEWBURGH (LRDF)	14/03/2022	£14,400	
Systra	LEITH DOCKS AND NEWBURGH (LRDF)	17/03/2022	£14,400	
Systra	LEITH DOCKS AND NEWBURGH (LRDF)	14/03/2022	£14,400	£46,188.00
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	21/09/2021	£3,330	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	21/09/2021	£6,364	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	24/11/2021	£23,866	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	12/11/2021	£3,330	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	19/11/2021	£34,020	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	13/12/2021	£15,120	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	06/01/2022	£3,300	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	31/01/2022	£2,400	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	01/03/2022	£30,243	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	03/03/2022	£18,563	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	03/03/2022	£15,120	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	07/03/2022	£12,420	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	30/03/2022	£12,420	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	30/03/2022	£3,300	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	30/03/2022	£4,440	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	30/03/2022	£14,849	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	30/03/2022	£3,780	
21st Century Passenger Systems Ltd	RTPI - REVENUE CONTRIBUTION	30/03/2022	£37,125	£243,989.17
OneStop IT Solutions	CORE	04/05/2021	£2,215	
OneStop IT Solutions	CORE	01/06/2021	£2,215	
OneStop IT Solutions	CORE	02/07/2021	£2,236	
OneStop IT Solutions	CORE	02/08/2021	£2,293	
OneStop IT Solutions	CORE	03/09/2021	£2,246	
OneStop IT Solutions	CORE	05/10/2021	£2,451	
OneStop IT Solutions	CORE	01/11/2021	£2,322	
OneStop IT Solutions	CORE	02/12/2021	£2,354	
OneStop IT Solutions	CORE	05/01/2022	£2,333	
OneStop IT Solutions	CORE	01/02/2022	£1,929	
OneStop IT Solutions	CORE	04/03/2022	£1,929	
OneStop IT Solutions	CORE	21/03/2022	£8,295	
Onestop IT Solutions	CORE	21/04/2021	£8,478	
Onestop IT Solutions	CORE	21/04/2021	£2,880	£44,175.80
Trapeze	CORE	08/03/2021	£59,373	£59,372.78
Zedify	EU SURFLOGH	29/06/2021	£17,223	
Zedify	EU SURFLOGH	08/07/2021	£30,000	
Zedify	EU SURFLOGH	05/08/2021	£7,680	£54,903

TOTAL £1,408,055 £1,408,055

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