



**TRANSPORT
SCOTLAND**
CÒMHDHAIL ALBA

transport.gov.scot

Public Services Reform (Scotland) Act 2010

**Disclosures for the financial
years 2019-20 and 2018-19**

Contents

Introduction	3
Statement of Expenditure under the Act	4
Payments with a value over £25,000.....	4
Remuneration – Members and Employees	4
Statement of the steps taken to promote and increase sustainable growth through the exercise of its functions in the period.	5
Statement of the steps taken to improve efficiency, effectiveness and economy in the exercise of its functions in the period.	6
Statement of current levels of shared service / cluster project activity within Transport Scotland in the period	7

Introduction

Part 3 of the Public Services Reform (Scotland) Act 2010 requires listed public bodies to publish information as soon as is reasonably practicable after the end of each financial year. This is intended to promote greater openness and transparency and should include a statement of any expenditure incurred during that financial year on or in connection with the following matters:

- public relations
- overseas travel
- hospitality and entertainment
- external consultancy

In addition, Section 31(1) of the Act requires public bodies to publish a statement as soon as is reasonably practicable after the end of each financial year specifying the following:

- The amount, date, payee and subject-matter of any payment made during that financial year which has a value in excess of £25,000 (inclusive of VAT).
- The number of individuals (if any) who received remuneration during that financial year in excess of £150,000 in relation to service as a member or employee of a public body (including office-holders and company directors and secretaries).
- The steps it has taken during that financial year to promote and increase sustainable growth through the exercise of its functions.
- The steps it has taken during that financial year to improve efficiency, economy and effectiveness in the exercise of its functions - as part of the drive to improve the effective and efficient delivery of public services and to achieve maximum economy.

Information relating to Transport Scotland is shown below for financial years ended 31 March 2020 and 2019.

Statement of Expenditure under the Act

Statutory Heading	2019-20	2018-19
Public relations (Note 1)	£706,941	£707,063
Overseas travel (Note 2)	£32,103	£39,583
Hospitality & entertainment (Note 3)	£55,772	£65,466
External consultancy (Note 4)	£8,700,791	£7,084,597

Note 1: The total represents expenditure for the Transport Scotland Communications team on external communication, including the cost of in-house and contracted staff, marketing, PR campaigns, media relations, marketing research and evaluation, branding and design, promotional events, corporate communications, sponsorship, publications and printing, digital communications, advertising and media planning.

Note 2: The total represents expenditure incurred on overseas travel by staff in Transport Scotland covering travel to and from the United Kingdom, the cost of hotels, travel and subsistence and any other related expenditure.

Note 3: The total represents expenditure on hospitality and entertainment incurred by Transport Scotland, as recorded in the accounting system and authorised in accordance with internal procedures.

Note 4: The total represents expenditure on consultancy incurred by Transport Scotland, as recorded in the accounting system and authorised in accordance with internal procedures. It should be noted that for Transport Scotland, year 2019-20 was another critical year in terms of key projects. Consultancy advice was required on areas such as Rail Improvements Programmes, the Rail Franchise performance, Low Carbon Economy Work, Low Emission Zone work, Trunk Road construction, Traffic Scotland Website, Prestwick Airport, The Transport Bill and Ferry Services.

Payments with a value over £25,000

Transport Scotland publishes a monthly report of payments with a value over £25,000. The reports are published on [Transport Scotland's website](#).

Remuneration – Members and Employees

No employees received remuneration in excess of £150,000 in Transport Scotland in financial year 2019-20. Reference is made to this fact, along with the salary and pension entitlements of Transport Scotland's Directors, within the Remuneration Report in Transport Scotland's Annual Report and Accounts for the financial year ended 31 March 2020, which are published on [Transport Scotland's website](#).

Statement of the steps taken to promote and increase sustainable growth through the exercise of its functions in the period.

The National Transport Strategy (NTS2) for Scotland, was published on 5 February 2020, and was a culmination of an extensive review of Scotland's transport needs. The Strategy is the result of significant collaborative work with partner bodies, and engagement with stakeholders and communities from all across Scotland, including rural and island settings. The Strategy sets out a compelling vision for transport in Scotland over the next twenty years.

We have set out our plans to establish a Transport Strategy Delivery Board and Transport Citizens' Panels, as well as developing a range of policies to act as drivers of change and contribute to a range of cross-cutting themes such as 'climate action' and 'health and wellbeing'.

The Transport (Scotland) Act 2019, which received Royal Assent in November 2019, includes provisions on Low Emission Zone schemes (LEZs), changes to local authority powers to regulate the bus market and set up smart ticketing schemes, work place parking levy, pavement and double parking prohibitions, a national transport strategy and new powers in relation to road works. Many of these measures will also contribute to addressing the global climate emergency.

Over the year, Transport Scotland has contributed to the sustainable growth agenda in the following ways:

- Signing up to the Transport De-Carbonisation Alliance in December 2019, and working with partners to develop a proposal for a Zero-Emission Vehicle Community which Scotland will lead.
- Establishing an Industry Advisory Group on the growth of Scotland's automotive sector, in order to develop an international specialism in supply chains for heavy vehicles, with emphasis on hydrogen fuel cells, and energy/transport system integration.
- Working with Scotland's electricity distribution network companies to identify how innovation and smarter management of our electricity networks can reduce the need for grid upgrade and reinforcement, and any associated costs and disruption.
- Continuing to plan for the introduction of LEZs into Scotland's 4 major cities by the end of 2020.

In 2019-20, we have also provided

- £4.5 million to local authorities and regional transport partnerships to establish LEZ related projects in their areas, and £0.5 million to local authorities to progress their LEZ designs.
- £0.2 million on retrofit support for the taxi sector through the LEZ Support Fund

- £11 million via our “Switched on Fleets” initiative, to incentivise the uptake of ULEVs across public and private fleets while supporting wider sustainable transport outcomes.
- £3.6 million to aid the transition of Local Authority and Community Fleets and £1.9 million to the emergency services to aid the transition of blue light fleets.
- £0.5 million to Housing Associations and third sector organisations to develop car club services which can be offered to tenants and residents in order to promote ULEV driving and uptake, via the “Plugged in Households” Programme.
- £0.2 million of funding for the ‘Safe Working with Electric Vehicles (EV’s) Project’, which is being delivered by the Energy Skills Partnership.
- £18 million invested in public, private and domestic charging installations, £4 million of funding to Local Authorities to help deliver 20 ‘electric towns’ across Scotland by 2025, £0.2 million for the ‘Bikeability Scheme’, and an additional £0.3 million to Social Housing projects.

Statement of the steps taken to improve efficiency, effectiveness and economy in the exercise of its functions in the period.

Transport Scotland continues to work to improve corporate processes and ensure that appropriate budgets are allocated to fund the agreed commitments, and that they reflect robust projections within our long-term financial planning model. We continue to review Directorate updates of long term forecasts in order to inform budget setting for future years and ensure that they reflect agreed Directorate and Ministerial commitments and options.

The challenge is to use resources in a more efficient and effective way so that more can be delivered for the same or less cost. We conduct regular formal Best Value Self Assessments across all business areas throughout the year and we seek to provide assurance in respect of Best Value principles and seek recommendations for further continuous improvement.

Our approach to ‘Smarter Working’ allows a flexible approach to how we deliver objectives and we have improved our technology and wireless connections to facilitate improved information sharing between ourselves and other partners and stakeholders.

In November 2019, we achieved a performance evaluation score of 92%, from The Scottish Government Procurement and Commercial Improvement Programme (PCIP). This was the highest score across all central government bodies who participated and provides assurance that our procurement activity is robust and compliant with European and Scottish procurement legislation. Our own project procurement strategies incorporate sustainable practices and facilitate the delivery of significant community benefits and opportunities for small medium enterprises,

supported businesses and social enterprises, and we continue to use collaborative frameworks to secure a range of benefits and savings.

We have continued to ensure the following in 2019-20:

- Favourable negotiations in securing efficiencies and economic pricing across Ferry Service contracts and road operating companies' contracts.
- Improved technologies, construction techniques and e-procurement for roads maintenance.
- Subletting office accommodation and rationalisation of space.
- Reviewing Bus and Concessionary Travel scheme agreements.

Statement of current levels of shared service / cluster project activity within Transport Scotland in the period

Shared services / cluster project working is a key element of Transport Scotland's efficiency agenda and we are committed to achieving quality public services that are valued by their customers and that realise efficiencies by employing best business practice and improved collaborative working.

Transport Scotland shares the following services and systems of the Scottish Government: Information and Communications, Human Resources, Estates, Payments, Financial Reporting and Payroll. In addition, Transport Scotland also shares services with other authorities, such as the Road Asset Valuation System.

Over the year, Transport Scotland has contributed to this agenda in the following ways:

- Transport Scotland's policy is to use collaborative contracts, such as the ones awarded by Scottish Procurement, wherever practicable. Cash savings of £1,284,123 (2018-19: £1,051,026) were delivered in 2019-20 through expenditure of just over £8.5 million (2018-19: £6.9 million) on Scottish Procurement-led collaborative contracts and frameworks, thereby contributing to the Scottish Government's efficiency savings targets.
- Transport Scotland continues to encourage sustainability in procurement, for example by using **community benefit clauses** in contracts such as the A9 and A96 Dualling projects. These provide targeted training opportunities with a particular focus on youth employment and helping the long term unemployed and increasing engagement with schools and communities.
- The design work on the *A96 Dualling* continues to support over 450 engineering related jobs in Scotland, including over 110 graduate and apprentice jobs.
- The *A9 Dualling: Luncarty to Pass of Birnam* project is being delivered with an unprecedented focus on community benefits and a commitment to bring meaningful and measurable change to the communities surrounding the

project. These have included; 4,000 pupils and students engaged; 7 work placements for secondary school pupils; 2 foundation apprentices; 44 new jobs created and 4 jobs created through Surestart; 6 placements for rehabilitated offenders and in excess of £5,000 of monetary donations and over £4,000 of benefit-in-kind donations to local charities/groups.

- The A737 Dalry project awarded 32 of its 36 sub-contracts to SMEs and provided employment for 130 people at the peak of construction. It has supported the provision of at least 2 vocational and 2 professional, site-based training opportunities and in addition 16 sub-contracts valued at £575,000 were awarded to SME's.