



## **ANNUAL REPORT**

**2010 – 2011**

**THE SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP  
ANNUAL REPORT 2010 – 2011**

**CONTENTS**

<b>1. FOREWORD</b>	<b>3</b>
<b>2. INTRODUCTION</b>	<b>4</b>
<b>3. THE BOARD</b>	<b>5</b>
3.1 Members	5
3.2 Observers	5
<b>4. MEETINGS</b>	<b>7</b>
4.1 Dates	7
4.2 Agendas	7
4.3 Attendance	11
<b>5. GOVERNANCE</b>	<b>12</b>
5.1 Accountability of Members	12
5.2 Key Governance Documentation	12
5.3 Annual Accounts 2009/10	12
5.4 Internal Audit	13
5.5 External Audit	14
<b>6. FUNCTIONS</b>	<b>16</b>
<b>7. STAFFING</b>	<b>17</b>
7.1 Dedicated Support Unit	17
7.2 Other Staff Resources	17
7.3 Other Business Needs	17
7.4 Secretary to the Board	17
<b>8. STRATEGY, POLICY, LOBBYING AND ENGAGEMENT</b>	<b>18</b>
8.1 The Regional Transport Strategy	18
8.2 Key Locations	18
8.3 Key Sectors/Themes	20
8.4 Community Planning and Single Outcome Agreement	22
8.5 RTS Monitoring and Review	23
8.6 Consultations	24
8.7 Public Sector Equalities Duty	24
8.8 Public Bodies Climate Change Duty	25
8.9 Public Services Reform Act	25
8.10 RTPs Joint Chairs and Lead Officers	27
8.11 Communications and Information	27
<b>9. DELIVERY AND PROJECTS</b>	<b>28</b>
9.1 The RTS Delivery Plan	28
9.2 Revenue Budget	28
9.3 Capital Expenditure Programme,	29
9.4 External Funding	29
9.5 Business Plan	30
<b>APPENDIX 1 – Priority Intervention Packages</b>	<b>30</b>

## 1. FOREWORD

The period 2010/11 has been a year of continued challenge for SWestrans. At the same time, there have been significant achievements.

As a Model 3 Scottish Regional Transport Partnership, with responsibility for procuring socially necessary public transport, we have had to respond to ongoing significant fuel price inflation, with additional fuel payments to bus operators, together with increased contract tender costs.

At the same time, public finances are being severely constrained. As a consequence, some very difficult decisions will have to be made. We have progressed a Policy, Root and Branch Review of the local bus network in advance of the next round of local bus service tendering.

We have undertaken a wide range of initiatives covering all transport modes, and addressing the key locations, sectors and themes identified in the Regional Transport Strategy. Our Capital and Revenue Programmes are outlined in sections 9.2 and 9.3.

We are also managing the Dumfries Sustainable Travel Demonstration Town Project (GoSMART Dumfries), in partnership with Dumfries and Galloway Council, as part of the Scottish Government's Smarter Choices, Smarter Places Initiative. The project is also supported by the European Regional Development Fund (Lowlands and Uplands of Scotland Programme) and local funding partners, including NHS Dumfries and Galloway, the Crichton Development Company, and Stagecoach Western Bus Company.

Prior to 2009/10 SWestrans had no assets. However, as a Spend to Save initiative a new model for local bus contracts has been established whereby the Partnership has become a holder of assets in its own right. There are now eleven buses in SWestrans ownership which are leased to contracted operators

Following the retirement of Alan Boyd of McGrigors LLP, who had acted as governance and legal adviser from SWestrans inception, and latterly in the the statutory role of Secretary to the Board, Dumfries and Galloway Council was appointed to provide these additional functions. The role of Secretary to the Board is now fulfilled by Claire Caution from the Council's Corporate Governance Unit.

## **2. INTRODUCTION**

The Transport (Scotland) Act 2005 placed a duty on Scottish Ministers to create Regional Transport Partnerships (RTPs) covering the whole of Scotland. The South West of Scotland Transport Partnership (SWestrans) was established by the Regional Transport Partnerships (Establishment, Constitution and Membership)(Scotland) Order 2005, and the Transfer of Functions to the South-West of Scotland Transport Partnership Order 2006.

The SWestrans area is contiguous with that of Dumfries and Galloway Council, NHS Dumfries and Galloway, and other public sector bodies.

A statutory requirement of the Transport (Scotland) Act 2005 is that each Regional Transport Partnership produces a Regional Transport Strategy (RTS). SWestrans Regional Transport Strategy was agreed by the SWestrans Board on 25 April 2008 after an extensive consultation exercise, and approved by Scottish Ministers in June 2008. The RTS Delivery Plan was agreed by the Board on 27 March 2009.

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. 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. This report covers the period from 1 April 2010 to 31 March 2011.

### **3. THE BOARD**

#### **3.1 Members**

The South West of Scotland Transport Partnership Board consists of seven members. Five of these are local councillors nominated by Dumfries and Galloway Council. The other two are referred to as 'external members'. One member each is nominated by Dumfries and Galloway NHS Board and Scottish Enterprise. SWestrans has opted to give voting rights to external members.

There were two Member changes during the year. David Gass, External Member (Scottish Enterprise) was replaced by Alistair McKinnon, and William Scobie (Dumfries and Galloway Council) was replaced by Ted Brown.

The Members of the SWestrans Board during 2010/11 were:

- Brian Collins (Chair) - Dumfries and Galloway Council
- Jeff Ace (Vice Chair) - External Member (NHS Dumfries and Galloway)
- James Dempster – Dumfries and Galloway Council
- David Gass - External Member (Scottish Enterprise) (until 30 July 2010)
- Alistair McKinnon – External Member (Scottish Enterprise) (from 24 September 2010)
- Roger Grant – Dumfries and Galloway Council
- Sandra McDowall – Dumfries and Galloway Council
- William Scobie – Dumfries and Galloway Council (until 19 November 2010)
- Ted Brown – Dumfries and Galloway Council (from 4 February 2011)

#### **3.2 Observers**

The terms of the Transport (Scotland) Act 2005 provide for the appointment of: "one or more observers, that is to say, persons who may... participate in proceedings of the Partnership but who may not hold office in it or participate in its decisions."

SWestrans has adopted an inclusive approach to requests for Observer status. The benefit of this is a wide range of sector interests and specialist expertise is available to the Board. On the other hand it has inevitably resulted in a clearer distinction between the roles of Members and Observers.

At the meeting held on 29 January 2010 Members of the Board agreed that all organisations and individuals listed as Observers should be written to in order to ascertain whether they wish to continue to be represented as Observers, and whether the person listed is still appropriate. The revised list of Observers agreed at the meeting on 24 September 2010 is as follows:

- Chris MacCrae, Freight Transport Association
- George Connell, Stagecoach Scotland
- Joanne Howe, Stagecoach Scotland
- John Lauder, Sustrans Scotland
- Ron McAulay, Network Rail
- Mark Quinn, Network Rail
- June Hay, Accessible Transport Forum
- Ian Aitken, Cycling Scotland
- John Yellowlees, First Scotrail
- Graham Whiteley
- Rob Terway, Cumbria County Council
- Alan Gordon, Stena Line
- Inspector Ian Hewitson, Dumfries and Galloway Constabulary
- David Jardine, Dumfries and Galloway Fire and Rescue Service
- Billy McVinnie, Dumfries and Galloway Fire and Rescue Service
- Beverley Shaw, Dumfries and Galloway College
- Gordon Hill
- Hugh McCreadie, Lochside Community Council
- David Anderson
- Roland Stiven, Timber Transport Forum
- Allan McLean, Virgin Trains
- Gordon Allan, Amey
- Colin Mackenzie, Amey
- Doug Ely
- Tracey Muir, Youth Issues Unit
- David Bryson, Dumfries South Travel Plan Group
- Robert Samson, Passenger Focus
- Mike Gray, CTC
- Richard Carr, SAYLSA
- Kevin Dean, SAYLSA
- Geoffrey Evison, Nith Valley Promotion Group

Most Observers have agreed to receive Board Papers electronically in order to make savings on printing and postage for SWestrans.

## 4. MEETINGS

### 4.1 Dates

Meetings of the Board are generally held every second month. An additional special meeting of the Board was held in August 2010 to consider a number of bus issues.

Meetings were held on the following dates:

- 21 May 2010 in the Town Hall, Lockerbie
- 30 July 2010 in the Town Hall, Castle Douglas
- 27 August 2010 in DG One, Dumfries
- 24 September 2010 in the McMillan Hall, Newton Stewart
- 19 November 2010 in the Town Hall, Sanquhar
- 4 February 2011 in the Municipal Chambers, Dumfries
- 25 March 2011, in the Council Chambers, Stranraer

### 4.2 Agendas

Item	21 May 2010
1	Minute of the Meeting Held on 26 March 2010
2	Key Issues for Rail in South West Scotland
3	Replacement Board Member for Scottish Enterprise
4	Review of Standing Orders
5	Procurement Standing Orders
6	Notice of Motion
7	Revenue Expenditure Programme
8	Capital Expenditure Programme
9	Local Bus Network Policy and Root and Branch Review
10	Regional Transport Strategy Monitoring, Evaluation and Review
11	Northern Periphery Programme Rural Transport Solutions Programme
12	Scottish Budget Consultation
13	Update on GoSmart Dumfries Project
14	Any Other Business
15	Local Bus Contract – Tender 221 (Confidential)
16	Local Bus Contract – Tender 371/372 (Confidential)
17	Budget Issues (Confidential)

Item	30 July 2010
1	Minute of the Meeting Held on 26 March 2010 (Carried forward)
2	Minute of Meeting on 21 May 2010
3	Draft Revenue Budget Outturn Report 2009/10
4	Draft Annual Accounts 2009/10
5	Draft Capital Budget Outturn Report 2009/10
6	Capital Expenditure Programme 2010/11
7	Draft Annual Report 2009/10
8	Draft Business Plan 2010-13

9	Draft Risk Management Plan
10	Observers, Distribution of Board Papers, and External Member for Scottish Enterprise
11	Consultations with Dumfries and Galloway Council
12	Rail Services to Stranraer
13	Stranraer Town Railway Yard Disposal
14	Preventing Overweight and Obesity in Scotland – The Role of Transport
15	Equality Act 2010 – Single Public Sector Equality Duty
16	Scottish Budget Consultation Feedback, and Guidance on Public Spending
17	Commonwealth Games Legacy
18	Any Other Business
19	Local Bus Network – Policy and Root and Branch Review (Confidential)

<b>Item</b>	<b>27 August 2010</b>
1	Minute of Meeting on 26 March 2010 (Carried forward)
2	Minute of Meeting on 30 July 2010
3	Any Other Business
4	Local Bus Network: Policy and Root and Branch Review (Confidential)
5	Local Bus Service Contracts: Tender 371/372; and Purchase of Buses
6	Role of Secretary to the Board

<b>Item</b>	<b>24 September 2010</b>
1	Minute of Meeting on 26 March 2010 (for Matters Arising only)
2	Minute of Meeting on 30 July 2010 (for Matters Arising only)
3	Minute of Special Meeting on 27 August 2010
4	Revenue Budget Monitoring Report 2009/10 For the Period Ending 31 August 2010
5	Audit of the South West of Scotland Transport Partnership's 2009/10 Annual Accounts
6	External Audit: Corporate Governance Report
7	Policy and Root and Branch Review: Public Awareness Campaign
8	Member for Scottish Enterprise, and Revised List of Observers
9	Quorum for Board Meetings
10	Rail Franchise Consultations: Department for Transport, and Transport Scotland
11	Rail Services to Stranraer
12	Any Other Business
13	Options for Infilling Service 371/372 Dumfries-Southernness-Dalbeattie
14	Secretary to the Board and Other Functions



<b>Item</b>	<b>19 November 2010</b>
1	Minute of Meeting on 24 September 2010
2	Revenue Budget Monitoring Report 2010/11 for the Period Ending 31 October 2010
3	Report on the Audit of the South West of Scotland Transport Partnership's Final Accounts for the Year Ended 31 March 2010
4	Internal Audit Report
5	Guidance on regional Transport Strategies: Amendment to Timescales for Review
6	Calendar of Board Meetings 2011/12
7	Dumfries Sustainable Travel Demonstration Town (GoSmart Dumfries) Project Update
8	Scotland RUS Generation Two Consultation
9	Public Sector Equality Duty
10	Public Bodies Climate Change Duties: Scottish Government Consultation on Draft Guidance
11	Any Other Business
12	Public Transport Issues (Confidential)

<b>Item</b>	<b>4 February 2011</b>
1	Minute of Meeting on 19 November 2010
2	Revenue Budget Monitoring Report 2010/11 for the Period Ending 31 December 2010
3	Capital Expenditure Programme 2010/11
4	West Coast Main Line Route Utilisation Strategy Draft for Consultation
5	Glasgow Commonwealth Games Transport Strategic Plan Consultation
6	Carlisle Airport
7	Minutes from RTP Chairs' Meeting on 1 September 2010
8	Any Other Business
9	Bus Issues (Confidential)

<b>Item</b>	<b>25 March 2011</b>
1	Minute of Meeting on 4 February 2011
2	Draft Revenue Expenditure Budget 2011/12
3	Annual Audit Plan 2010/11
4	Policy and Root and Branch Review: Results From Stakeholder Engagement
5	Transport Issues for Stranraer
6	InterCity West Coast Consultation
7	Services From Dumfries and Galloway Council – Commissioning and Delivery Model
8	Christie Commission on the Future Delivery of Public Services
9	Public Services Reform (Scotland) Act 2010
10	Asset Register
11	Local Bus Service 372 – Petition

12	Any Other Business
13	Bus Issues (Confidential

### 4.3 Attendance

Attendance at meetings is shown in the following table:

ATTENDANCE AT MEETINGS		21 May 2010	30 July 2010	27 August 2010	24 September 2010	19 November 2010	4 February 2011	25 March 2011
<b>Members</b>								
Brian Collins (Chair)	D&G Council	Present	Present	Present	Present	Present	Present	Present
Jeff Ace (Vice Chair)	NHS D&G	Apologies	Apologies	Present	Present	Apologies	Present	Apologies
David Gass	Scottish Enterprise	Apologies	N/A	N/A	N/A	N/A	N/A	N/A
Alistair McKinnon	Scottish Enterprise	N/A	N/A	N/A	N/A	Present	Apologies	Present
James Dempster	D&G Council	Present	Apologies	Substitute <sup>2</sup>	Apologies	Present	Present	Substitute <sup>3</sup>
Roger Grant	D&G Council	Present	Apologies	Present	Present	Present	Apologies	Present
Sandra McDowall	D&G Council	Substitute <sup>1</sup>	Present	Present	Present	Substitute <sup>1</sup>	Present	Present
William Scobie	D&G Council	Apologies	Apologies	Present	Present	Apologies	N/A	N/A
Ted Brown	D&G Council	N/A	N/A	N/A	N/A	N/A	Present	Present
<b>Observers</b>								
Mark Quinn	Network Rail	Present			Present			
Hugh McCreadie	Lochside & Woodland CC	Present	Present		Present	Present	Present	Present
June Hay	ATF	Present	Present				Present	Present
David Anderson		Present	Present			Present	Present	Present
Alan Gordon	Stena Line	Present						
Hugh Fowler	Stagecoach	Present	Present					
Robert Samson	Passenger Focus	Present						
Mike Gray	CTC	Present			Present	Present	Present	
Geoffrey Evison	Nith Valley Line				Present		Present	
Bryony Chamberlain	Stagecoach				Present			Present
Richard Carr	SAYLSA					Present		Present
Audrey Laidlaw	Network Rail					Present		
John Yellowlees	ScotRail					Present		
Kevin Dean	SAYLSA							Present

Substitute<sup>1</sup> – Councillor Michael Dickie; Substitute<sup>2</sup> – Councillor Ted Brown; Substitute<sup>3</sup> – Councillor John Syme

## 5. GOVERNANCE

### 5.1 Members

The South West of Scotland Transport Partnership Board consists of seven Members. Five of these are local councillors nominated by Dumfries and Galloway Council. The other two are referred to as 'external members'. One Member each is nominated by Dumfries and Galloway NHS Board and Scottish Enterprise.

### 5.2 Key Governance Documentation

Good governance is essential to any public body, and SWestrans has developed a series of governance documents to ensure the effective management of the organisation. The key governance documents for SWestrans are as follows:

- Standing Orders;
- Financial Regulations and Financial Codes;
- Procurement Standing Orders;
- Members' Code of Conduct.;
- On Board: A Guide for Board Members of Public Bodies in Scotland.

### 5.3 Annual Accounts 2009/10

Draft Annual Accounts for 2009/10 were considered by the SWestrans Board at its meeting on 30 July 2010. These were prepared in accordance with the Code of Practice on Local Authority Accounting: A Statement of Recommended Practice (SORP) issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Local Authority (Scotland) Accounts Advisory Committee (LASAAC).

The draft accounts were submitted to the Accounts Commission, and to Audit Scotland who are the appointed external auditors for SWestrans. The draft accounts were also made available for public inspection for a three week period from late July to early August 2010 at Council libraries, at the Council headquarters in English Street, Dumfries and at the Council's Annan, Kirkcudbright and Stranraer Area offices.

#### Core Costs

SWestrans received grant income of £100,000 from the Scottish Government in 2009/10 in respect of core costs and this was match funded by Dumfries and Galloway Council. This funding was used for the running costs of the Partnership, such as day-to-day management, administrative support and technical support. In addition to this, £205,000 was received in respect of strategy implementation and development.

SWestrans was also responsible for payments to bus contractors which amounted to £3,687,950. This was funded by way of a

receipt from Dumfries and Galloway Council and other external income.

#### **5.4 Internal Audit**

An Internal Audit was carried out on behalf of SWestrans by Dumfries and Galloway Council. SWestrans' financial administration is provided by Dumfries and Galloway Council.

SWestrans is required to prepare, have audited and publish financial statements in its own name. In support of this, Dumfries and Galloway Council Internal Audit were asked to provide an internal controls assurance statement for 2009/10, which was signed in October 2010.

The Internal Audit Report was considered by the SWestrans Board at its meeting on 19 November 2010. The report provides more information on the specific internal control issues which were considered by internal audit when preparing the annual controls assurance statement.

An Agreed Action Plan identified Risks to be addressed and Action to be taken as follows:

<b>Risks to be addressed</b>	<b>Action to be taken</b>	<b>By whom</b>	<b>By when</b>	<b>Ranking</b>
The SWestrans Board not receiving the services it requires.	1. Approval to a service level agreement to be sought from the Council in parallel with the report requested on the Council's relationship with SWestrans.	Alistair Speedie	Dec 2010	2
Ineffective monitoring of the 'GoSmart Dumfries' programme.	2. Quarterly reports to be prepared for the Board on the progress of the full 'GoSmart Dumfries' programme.	John Nelson	Dec 2010	1

At the meeting on 25 March 2011 Members of the Board considered a report on a Commissioning and Delivery Model for services from Dumfries and Galloway Council instead of a Service Level Agreement. This is being developed.

Members have received update reports on the GoSmart project quarterly as required.

## **5.5 External Audit**

### Audit of Accounts

Regulation 6 of the Local Authority Accounts (Scotland) Regulations 1985 (as amended) requires that a certified abstract of accounts and the external auditor's report to Board Members on those accounts should be laid before a meeting of the Board no later than two months following their receipt. The partnership's external auditors are Audit Scotland.

The external auditor is required to audit the Transport Partnership's financial statements in accordance with the relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland) as required by the Code of Audit Practice approved by the Accounts Commission.

The International Standard on Auditing 260 (ISA 260) requires auditors to communicate matters relating to the audit of the financial statements to those charged with the governance of a body in sufficient time to enable appropriate action. The Senior Audit Manager therefore provided a report to the Board highlighting the points arising from her team's work.

The external auditor's report on the audit of SWestran's 2009/10 Annual Accounts to the Board, (in line with the requirements of the International Standard on Auditing 260 (ISA 260)), was considered by the Board on 24 September 2010.

The proposed Independent Auditor's Report to the Members of the South West of Scotland Transport Partnership and the Accounts Commission for Scotland indicated that the Partnership's financial statements gave a true and fair view and had been properly prepared in accordance with the Local Government (Scotland) Act 1973. The external auditor's opinion of the Partnership's 2009/10 accounts is therefore unqualified.

The International Standard on Auditing 580 (ISA 580) requires auditors to obtain assurances from the proper officer on certain issues relating to the annual accounts. Following the meeting of 24 September 2010 the Senior Audit Manager signed off the audit certificate.

The Partnership's final certified accounts for the year ended 31 March 2010 were considered by the Board on 19 November 2010.

As part of their responsibilities the external auditor is required to submit, at the conclusion of each year's audit, a final report addressed to both the Members of the Board and to the Controller of Audit.

There are no qualifications in the audit report on the Partnership's Final Accounts. It is the opinion of the external auditor that the financial statements present fairly the Partnership's financial position and income and expenditure for the year.

The external auditor's role is much wider than simply providing an opinion on the Partnership's financial statements. Their responsibilities extend to areas such as governance and performance and these matters are referred to in separate sections within the audit report.

The one risk identified relates to capital slippage and the report includes an agreed Action Plan.

#### Corporate Governance Report

At the meeting on 24 September 2010 Members of the Board considered a Corporate Governance Report 2009/10. The Report identified eight issues to be addressed in an associated Action Plan.

### **5.6 PERFORMANCE MANAGEMENT**

A comprehensive Performance Management Framework is being developed for monitoring and reporting the achievement of SWestrans' strategic objectives.

The elements of the Performance Management Framework include:

- Regional Transport Strategy Delivery Plan;
- Regional Transport Strategy Monitoring and Review Framework;
- The Annual Report;
- The Business Plan; and,
- The Risk Management Plan.

## 6. FUNCTIONS

Under the provisions of the Transport (Scotland) Act 2005 the following transport functions have been transferred from Dumfries and Galloway Council to SWestrans:

- Formulation, consultation and publishing of policies;
- Promotion of passenger transport services;
- Procurement, management and administration of service subsidy agreements;
- Management and administration of concessionary travel schemes;
- Quality Partnership schemes;
- Ticketing schemes;
- Provision of information

SWestrans is a Model 3 Regional Transport Partnership. This means that one of the functions transferred to it from Dumfries and Galloway Council is responsibility for procuring socially necessary public transport services

The 2005 Act also allows SWestrans to share responsibilities with Dumfries and Galloway Council in what is known as a “concurrent powers” arrangement. Interventions that could be undertaken on this basis include those where the Council and SWestrans share responsibility, such as promotion of Traffic Regulation Orders to introduce bus priority measures on the Council's roads. Other passenger transport functions, notably schools transport, remain the responsibility of Dumfries and Galloway Council.

SWestrans and Dumfries and Galloway Council work in close partnership to continue delivering passenger transport in an integrated fashion to ensure economies of scale and value for money.



## **7. STAFFING**

### **7.1 Dedicated Support Unit**

SWestrans employs no staff directly. Staff are employed by Dumfries and Galloway Council on behalf of SWestrans, and attached to the Partnership through a dedicated Support Unit.

These staff include:

- Lead Officer – John Nelson
- Policy and Projects Officer – Eddie Glover
- Workplace Travel Plan Coordinator (Vacant)
- Senior Clerical Assistant, Board Support – (Vacant)

### **7.2 Other Staff Resources**

Other staff employed by Dumfries and Galloway Council include SWestrans executive functions in their remits, and report regularly directly to the Board. These include:

- Finance Officer – Alan Gass
- Sustainable Travel Team Leader – Douglas Kirkpatrick

Other Dumfries and Galloway Council staff may be invited to advise the Board on an ad hoc basis.

### **7.3 Other Business Needs**

Some business requirements of SWestrans are provided by Dumfries and Galloway Council on its behalf. These include:

- Human Resources
- Financial Services
- Legal Services
- Governance Support
- Communications
- Office Accommodation
- Technology Solutions
- Business Support
- Passenger Transport Operations

### **7.4 Secretary to the Board**

The Transport (Scotland) Act 2005 requires a Regional Transport Partnership to appoint a Secretary to the Board. This function is fulfilled for SWestrans by Claire Caution from Dumfries and Galloway Council's Corporate Governance Unit.

## **8. STRATEGY, POLICY, LOBBYING AND ENGAGEMENT**

### **8.1 The Regional Transport Strategy**

A statutory requirement of the Transport (Scotland) Act 2005 is that each Regional Transport Partnership produces a Regional Transport Strategy (RTS). SWestrans Regional Transport Strategy was agreed after an extensive consultation exercise, and approved by Scottish Ministers in June 2008. The RTS is the key guiding document for SWestrans, and includes its Vision, Objectives and Policies. All policy development is referred back to this document.

### **8.2 Key Locations**

The RTS identifies a number of key locations, and SWestrans is involved in initiatives in relation to each of these:

#### Dumfries

The Dumfries Sustainable Travel Demonstration Town Project is the result of a joint bid between SWestrans and Dumfries and Galloway Council under the Scottish Government's Smarter Choices, Smarter Places initiative. The project is being promoted and marketed locally as GoSMART Dumfries.

Under this project a complete refurbishment of Whitesands bus interchange has been completed, eight new sections of cycling/walking pathways have been constructed, and Scotland's first public bike scheme Bike2Go has been launched.

SWestrans was involved in the foundation of, and continues to participate in the Dumfries South Travel Plan Group. The group brings together a range of stakeholder interests in accessibility to the Southern Sector of Dumfries.

#### Stranraer and Loch Ryan

The aspirations of the Regional Transport Strategy and Delivery Plan for developments within Stranraer are dependent on a proposed relocation of Stena Line ferry services to a new facility at Old House Point, just north of the village of Cairnryan.

SWestrans was invited to respond to a proposed December 2011 Stranraer Rail Timetable. Members agreed an up to date position, that the Stranraer rail timetable should:

- Serve the needs of the local population (possible connections with ferry times at Cairnryan should not be ignored, however this should be secondary to serving local needs).
- Provide a good frequency of service with more consistent departure times and fill existing gaps.
- Provide some fast direct services to/from Glasgow via Ayr/Paisley, particularly at commuter times.
- Provide good connections with fast Glasgow services at Ayr, and to services on the Glasgow and south western line at

Kilmarnock, particularly since services to Glasgow from both stations ran half-hourly.

- Provide connectivity with Prestwick Airport from Stranraer and from stations on the Glasgow and south western line via Kilmarnock.
- Provide appropriate opportunities for students to travel to educational facilities at Ayr and Kilmarnock.
- Provide opportunities for people to participate in cultural events in Glasgow with a late evening return train via Paisley.

SWestrans provides the secretariat for the North Channel Partnership, which brings together key stakeholders with an interest in traffic through the Loch Ryan ferry ports

#### Gretna, Lockerbie, Annan Triangle

SWestrans campaigns for improvements at Lockerbie Station on the West Coast Main Line. This is the region's only main line station, and is a key regional gateway. A response was submitted to the Network Rail consultation on the West Coast Main Line Route Utilisation Strategy, and to Department for Transport consultations on the future WCML InterCity franchise, and on High Speed Rail.

#### Remote Rural Communities

As a Model 3 Regional Transport Partnership, SWestrans is responsible for procuring socially necessary public transport services. Most of the region is deeply rural, and with some 85% of the bus network requiring subsidy, SWestrans provides vital lifeline connectivity and social inclusion to many communities.

Local bus interventions are referred to in section 8.3 below.

Delivering a comprehensive service to the communities of a widely dispersed population stretches resources to the limit. There is an established culture of giving lifts, and SWestrans has aided the formalisation of this culture by establishing DGTripshare.com – a regional web-based, journey sharing database. As well as addressing isolation and social exclusion the tool is intended to reduce traffic congestion, and cut the region's carbon footprint from transport emissions. The database has now achieved over 400 members.

We are also aware of the need for sharing between different sectors which provide transportation in order to gain greater efficiency from the available resources, and in order to avoid duplication. With grant funding from the EU Northern Periphery Programme (NPP) a pilot project, designated Rural Transport Solutions, is being developed in partnership with Dumfries and Galloway Council, NHS Dumfries and Galloway, Community Transport, and other Northern Periphery regions to look at innovative approaches to joint working in transport provision.

### **8.3 Key Sectors/Themes**

The Regional Transport Strategy also identifies a number of key sectors, and themes.

#### Roads

The RTS Delivery Plan includes a commitment to securing five additional overtaking opportunities on the A75 and A77. During the reporting period a scheme was completed at Cairn Top to Barlae.

The RTS Objective to Improve Transport Links is reflected in the Single Outcome Agreement, which includes an indicator for the Condition of Strategic Roads. A Monitoring Framework for the Regional Transport Strategy and Delivery Plan is being developed, and it is proposed to include as an indicator 'Percentage of Local Authority Road network classified as Red or Amber by the Scottish Road Maintenance Condition Survey' from Table 5.6 of Scottish Transport Statistics.

#### Rail

SWestrans is a member of the West Coast 250 Group, which brings together interested stakeholders to lobby for improvements to and on the West Coast Main Line. We also provide the secretariat for the Lockerbie Station Liaison Group.

A Route Utilisation Strategy Consultation on the West Coast Main Line was commenced by the Network Rail on behalf of the rail industry and other stakeholders. A response to the Draft RUS Consultation was agreed by Members of the Board at the meeting on 4 February 2011.

SWestrans also lobbys for improvements to services on the Glasgow and Southwestern Line and on the Stranraer Line, consistent with the aspirations of the RTS Delivery Plan for improved services and station re-openings.

In pursuit of improved services, SWestrans officers take a keen interest in any proposed timetable developments. [Comment on December 2011 Stranraer Rail Timetable

#### Bus

A Bus Action Plan was agreed by the SWestrans Board on 25 April 2008 to complement the suite of documents which include, accompany and supplement the Regional Transport Strategy.

SWestrans are currently undertaking a Policy and Root and Branch Review of the local bus network to provide a framework in which unsustainable levels of cost increases in tendered services could be addressed. Some 75% of the network is due to be re-tenderd for contracts which expire in April 2012

Bus usage monitoring data is being gathered, and this will be included as part of the Regional Transport Strategy Monitoring Framework.

#### Community Transport

Community Transport provides an important element of transport provision in a rural region such as Dumfries and Galloway, often delivering a service which no other provider can meet. It is intended that greater use will be made of this resource in the future by including Community Transport in the Rural Transport Solutions project part funded by the EU Northern Periphery Programme.

#### Maritime Transport

SWestrans provides the secretariat for, and is an active participant in the North Channel Partnership, which brings together key stakeholders with an interest in traffic through the Loch Ryan ferry ports.

#### Aviation

SWestrans is represented on the Glasgow Prestwick Airport Consultative Committee (GPACC). Officers also attend meetings of the Carlisle Airport Forum.

#### Walking and Cycling

Significant investment has been made in Cycling and Walking projects during 2010/11. Additional investment is being made in Dumfries as part of the Dumfries Sustainable Travel Demonstration Town Project (GoSMART Dumfries!)

#### Timber

A regional Agreed Route Map for timber transport has been developed by a number of stakeholder groups, including Dumfries and Galloway Council, Dumfries and Galloway Timber Transport Group and the Timber Transport Forum. The Timber Transport Forum and Forestry Commission Scotland are represented by Observers to the SWestrans Board.

#### Tourism

We are progressing a wide range of projects which will enhance the region's tourism offer. We have a particular aspiration to see our East-West Cycle Route project achieve prominence, attracting visitors to the natural beauty of the Southern Uplands.

#### Freight

The SWestrans Board has appointed a number of Observers who have a Freight interest, including representation from the Freight Transport Association. We also provide the secretariat for the North Channel Partnership, which brings together key stakeholders with an interest in traffic through the Loch Ryan ferry ports. Officers also participate in meetings of the RTPs Freight Interest Group.

It is intended to develop a Freight Action Plan for the region to complement the suite of documents which include, accompany and supplement the Regional Transport Strategy.

### Health

Under the Transport (Scotland) Act 2005, RTPs have a legal requirement to develop a Regional Transport Strategy (RTS) for their area which, as well as identifying accessibility, environmental, social and economic objectives, should seek to facilitate access to hospitals and other healthcare facilities. Regional Transport Strategies should identify current transport gaps and opportunities within each Health Board and provide a mechanism to deliver and monitor these objectives.

The SWestrans RTS identifies healthcare as a key sector to be supported by the strategy, and this is reflected in the inclusion of Dumfries and Galloway Health Board as a statutory partner in the Regional Transport Partnership. The Vice Chair, Jeff Ace, represents NHS Dumfries and Galloway on the SWestrans Board.

The Transport (Scotland) Act 2005, together with the Regional Transport Strategies (Health Boards) (Scotland) Order 2006, places a statutory duty on each Health Board to, so far as possible, perform their functions and activities consistently with the Regional Transport Strategies in their area.

NHS Boards therefore have a responsibility to work with RTPs and Local Authorities in developing these strategies to provide local transport solutions and enhance the role of the voluntary and community sector in the design and delivery of access to healthcare.

## **8.4 Community Planning and Single Outcome Agreement**

### Alignment of Strategies

SWestrans is a member of the Dumfries and Galloway Strategic Partnership, and is represented by the Chair of SWestrans at meetings.

An exercise to map the links between the plans and strategies listed in the current Single Outcome Agreement (SOA) and the Local Objectives and Indicators has been undertaken. The aim of the exercise is to demonstrate how the relevant plans and commitments of local partners support the delivery of the SOA. This work builds on the governance and accountability commitments of partners set out in the SOA where the agreed outcomes and indicators are to be reflected in strategic plans and service planning.

The Regional Transport Strategy is listed in the SOA as contributing directly to the following Local Outcomes:

- Local Outcome 1: An innovative and prosperous rural economy; and,
- Local Outcome 5: An environment that is protected and enhanced.

The Regional Transport Strategy contributes indirectly to the remaining Local Outcomes:

- Local Outcome 2: Healthy and happy lives;
- Local Outcome 3: Feeling safe and respected within the community; and
- Local Outcome 4: Being better equipped for a changing world and having improved life chances.

The exercise helped provide an assessment of the level of contribution of the Regional Transport Strategy to the Community Planning Objectives and Indicators. The results will provide a comparison year on year of the contribution and degree of alignment of individual plans and strategies, all of which is relevant to demonstrating progress on the SOA. The results will also help inform the development of the next SOA post 2011 and provide benchmarking if other areas undertake a similar exercise. In addition, the exercise provides information on the degree of alignment of the RTS to inform discussion on any changes required to ensure closer alignment in the future.

#### Local Development Plan

SWestrans has been identified as a Key Agency in the Development Planning process. A proposed LDP Vision has been agreed, and emerging Main Issues have been identified. A draft Main Issues Report (MIR) is anticipated to be published for consultation early in 2011. Future dates are: Proposed Plan November 2011, and Adoption May 2013.

### **8.5 RTS Monitoring and Review**

There is a statutory requirement on SWestrans to undertake monitoring and review of the Regional Transport Strategy, and a commitment to undertaking this is included within the Strategy.

Paragraphs 112 and 133 of the Scottish Executive Guidance on Regional Transport Strategies indicates that the Annual Report should include performance against the objectives, targets and performance indicators set out in the RTS.

While the Regional Transport Objectives are set out in the Regional Transport Strategy, the local indicators and targets are being developed in the context of the RTS Delivery Plan, taking into account the aspirations of the Dumfries and Galloway Strategic

Partners Single Outcome Agreement. These are reflected in the RTS Delivery Plan Draft Revision (March 2010).

At the meeting on 21 May 2010 Members of the Board noted progress and agreed a way forward for Monitoring, Evaluation and Review of the Regional Transport Strategy. The following steps have been identified for the setting up of a monitoring and evaluation process for the Regional Transport Strategy:

- Identify a set of robust indicators which can be used to monitor progress towards delivering the RTS objectives;
- Establish the base-line values of these indicators;
- Identify and agree a set of targets for these indicators, with associated timescales; and,
- Undertake regular updates of these indicators, to monitor progress towards meeting the agreed targets.

A potential set of indicators has been identified. It is intended to develop proposals further for the establishment of base-line values, setting of targets and timescales, and regular updating.

## 8.6 Consultations

SWestrans has contributed to a number of consultations during the reporting year:

Consultation	Reported
Scottish Budget	21 May 2010
Rail Services to Stranraer	30 July 2010
Stranraer Town Railway Yard	30 July 2010
Commonwealth Games Legacy	30 July 2010
Rail Franchising	24 September 2010
ScotRail Franchise	24 September 2010
Scotland Route Utilisation Strategy Generation 2	19 November 2010
Climate Change Duty	19 November 2010
Public Sector Equality Duty Draft Regulations and Order	19 November 2010
West Coast Main Line Route Utilisation Strategy	4 February 2011
Commonwealth Games Transport Strategic Plan	4 February 2011
West Coast InterCity Franchise	25 March 2011
Christie Commission	25 March 2011

## 8.7 Public Sector Equalities Duty

The SWestrans Equalities Scheme was approved and adopted at the meeting of the Board on 23 May 2008. Previous equalities legislation was harmonised by the Equality Act 2010, which came into force on 1 October 2010, establishing a single equality duty for the public sector.



At the meeting on 19 November 2010 Members of the Board agreed a response to a Public Sector Equality Duty Draft Regulations and Order Consultation. It is intended to review and revise the SWestrans Equalities Scheme once guidance has been published.

### **8.8 Public Bodies Climate Change Duty**

Part 4 of the Climate Change (Scotland) Act 2009 places duties on public bodies relating to climate change. These duties came into force on 1 January 2011.

There are three duties, which require that a public body must, in exercising its functions, act:

- in the way best calculated to contribute to the delivery of the targets set in or under Part 1 of the Act;
- in the way best calculated to help deliver any programme laid before the Scottish Parliament under section 53 of the Act;
- in a way that it considers is most sustainable.

At the meeting on 19 November 2010 Members of the Board agreed a response to the Scottish Government Consultation on Draft Guidance Required by Part 4 of the Climate Change (Scotland) Act 2009 on the Public Bodies Climate Change Duties; and, agreed that meeting the public sector climate change duty be mainstreamed within the existing SWestrans performance management and reporting framework.

### **8.9 Public Services Reform Act**

The Public Services Reform (PSR) (Scotland) Act 2010 received Royal Assent on 28 April 2010. Part 3 of the Act imposes duties on Scottish Ministers and listed public bodies to publish certain information on expenditure and other matters on an annual basis. The list of public bodies in Schedule 8 to the Act includes “any Regional Transport Partnership.

The provisions in Part 3 impose new duties on Scottish Ministers and each person, body or office-holder listed in schedule 8 to the Act to publish as soon as is reasonably practicable after the end of the financial year a statement of any expenditure incurred during the 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 (not including remuneration); and
- the number of members or employees (if any) who received remuneration in excess of £150,000.

SWestrans expenditure on the matters specified by the Public Services Reform Act 2010 is set out in the following table.

<b>SWestrans expenditure 2010/11 on matters specified by the PSR Act 2010</b>	
<b>Public Relations</b>	
Public Relations services are provided for SWestrans By Dumfries and Galloway Council's Communications Unit	£3,800
<b>Overseas Travel</b>	£0
<b>Hospitality and Entertainment</b>	£0
<b>External Consultancy</b>	
SWestrans management of elements of GoSmart Dumfries Project (multi-funding partner project)	£220,540
External Governance	£19,644
<b>Payments exceeding £25,000</b>	
Payments to bus operators (total of 40 payments exceeding 25,000 to bus operators – contracts predate 1 October 2010)	£2,795,743
<b>Remuneration exceeding £150,000</b>	£0

Each person, body or office-holder listed in schedule 8 is also required to publish a statement as soon as practicable after the end of the financial year setting out the steps it has taken to promote and increase sustainable growth and to improve efficiency, effectiveness and economy during that financial year. Listed public bodies must have regard to any guidance issued by the Scottish Ministers about the various duties to publish information; and any such guidance must be laid before Parliament.

As indicated above, SWestrans operates with an extremely lean business model, leaving little scope for further improvements in efficiency in internal organisation. Nevertheless, through the activities outlined above the Partnership contributes to increasing sustainable economic growth within the region and for Scotland as a whole. We would summarise these as follows:

- Lobbying at regional, Scottish, UK national and European level for increased investment in transport and connectivity across all transport modes, including Rail, Roads, Ferries, Aviation and Active Travel;

- Innovative approaches to delivery of sustainable public transport services, including the root and branch review of the local bus network, bus asset procurement as a spend to save initiative, and Northern Periphery Programme Rural Transport Solutions project; and,
- Progression of a broad range of infrastructure and soft policy interventions (with significant levels of external funding) designed to advance the aspirations of the Regional Transport Strategy, including GoSmart Dumfries Sustainable Travel Demonstration Town, and regionwide bus infrastructure upgrades.

These activities are driven by the vision of the Regional Transport Strategy for:

“...a transport system for the South West of Scotland that delivers the internal and external connectivity required to sustain and enhance the region’s economy and communities whilst minimising the impact of transport on the environment.”

The Regional Transport Strategy and associated Delivery Plan were developed through an extensive consultation process, and are fully aligned with both the National Performance Framework and Dumfries and Galloway Strategic Partners’ Single Outcome Agreement. As a consequence of this alignment the activities of SWestrans are wholly dedicated to delivering the Government’s purpose, and to improving regional and Scottish economic competitiveness and sustainability.

### **8.10 RTPs Joint Chairs and Lead Officers**

The Chairs of all Scottish Regional Transport Partnerships hold regular joint meetings. The Chair is supported at the meetings by the Lead Officer.

The Joint Chairs also hold regular meetings with transport representatives from COSLA.

### **8.11 Communications and Information**

Communications, Media and Press Relations support is provided to SWestrans by Dumfries and Galloway Council.

This support includes the provision of a dedicated website at [www.swestrans.org.uk](http://www.swestrans.org.uk), hosted on the Council’s own web-server. SWestrans uses the website to publish information about itself, including meeting agendas, reports and minutes. It is also used to publish studies undertaken by SWestrans which it wishes to place in the public domain.

The website includes SWestrans contact information.

## 9. DELIVERY AND PROJECTS

### 9.1 The RTS Delivery Plan

The high level aspirations of the RTS are translated into specific interventions in the RTS Delivery Plan, which was agreed by the Board on 27 March 2009. This document describes the actions SWestrans plans to take to realise its strategy, and the timescales and budgets for implementing these actions.

Progress against the RTS Delivery Plan is indicated in Table 1 (Appendix 1).

### 9.2 Revenue Budget

A detailed summary of the elements of the Revenue Budget 2010/11 is set out in the following table:

	<b>Final Outturn 2009/10</b>	<b>Adjusted Budget 2010/11</b>	<b>Actual Expenditure to 31/3/11</b>	<b>Variance</b>
<b>EXPENDITURE</b>				
Staff Costs	110,150	137,670	112,580	-25,090
Property Costs	190	200	320	120
Supplies and Services	174,980	212,440	224,820	12,380
Transport Costs	1,880	2,000	2,380	380
Administration Costs	103,790	48,000	47,170	-830
Payments	3,726,450	3,952,610	4,015,560	62,950
Central Support	42,750	42,750	42,750	0
Capital Charges	650	650	0	-650
<b>Total Expenditure</b>	<b>4,160,840</b>	<b>4,396,320</b>	<b>4,445,580</b>	<b>49,260</b>
<b>INCOME</b>				
Scottish Government	433,980	542,510	566,840	24,330
D&G Council	100,000	100,000	100,000	0
Other Contributions	3,626,860	3,753,810	3,778,740	24,930
<b>Total Income</b>	<b>4,160,840</b>	<b>4,396,320</b>	<b>4,445,580</b>	<b>49,260</b>
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: The figures reported in the table above are non-audited.

### 9.3 Capital Expenditure Programme,

Expenditure on the elements of the Capital Expenditure Programme 2010/11 was as follows:

Item	
Purchase of Buses	£648,264
Region-wide Bus Shelters	£172,714
Dumfries-Lockerbie Rail/Bus Link	£82,695
New Bus Interchanges at Key Towns: Moffat and Annan	£87,225
Real-Time Passenger Information System	£93,707
Cycle/Walking Infrastructure	£77,103
Completion of NCR73	£603
Southern Upland Cycleway (Phase 1)	£3,204
Rural Pick-Up/Drop-Off (PUDO) Points	£23,196
Bus Infrastructure	£38,308
Project Development	£7,479
Contingency (including retention from 2009/10)	£70,154
<b>Total</b>	<b>£1,304,652</b>

Note: The figures reported in the table above are non-audited.

Some of the projects shown in the table did not progress as quickly as anticipated for the following reasons:

- protracted consultation processes and feedback;
- the need to give priority to projects funded by Scottish Government and European grants to meet funding profiles within the GoSmart Dumfries Project. The Scottish Government funding profile does not allow for slippage, and unclaimed grant could be lost;
- the need to await a decision on EU Interreg funding for project 7, the Completion of NCR (National Cycle Route) 73.

Funding totalling £430,000 was carried forward into 2011/12.

### 9.4 External Funding

SWestrans is also involved in drawing down funding from various external funding streams:

- Scottish Government – Smarter Choices, Smarter Places programme, for GoSMART Dumfries project, £2,703,000 (2008 – 2011);
- EU-ERDF-Lowlands and Uplands of Scotland programme, for Extension to GoSMART Dumfries, £1,250,000 (2009 – 2012);
- EU-Northern Periphery Programme, for Rural Transport Solutions project, 150,000 Euros (2009 – 2012) in partnership with Dumfries and Galloway Council;

## **9.5 Business Plan**

At the meeting on 30 July 2010 Members of the Board agreed a Business Plan for 2010-13.

## **APPENDIX 1 – Priority Intervention Packages**

### **Regional Transport Strategy Delivery Plan**

**[To be developed following discussion on a parallel report on the Business Plan.]**