



ANNUAL REPORT

2011 – 2012

**THE SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP
ANNUAL REPORT 2011 – 2012**

CONTENTS

1. FOREWORD	3
2. INTRODUCTION	5
3. THE BOARD	6
3.1 Members	6
3.2 Observers	6
4. MEETINGS	8
4.1 Dates	8
4.2 Agendas	8
4.3 Attendance	11
5. GOVERNANCE	12
5.1 Members	12
5.2 Key Governance Documentation	12
5.3 Annual Accounts 2010/11	12
5.4 Internal Audit	13
5.5 External Audit	13
5.6 PERFORMANCE MANAGEMENT	16
6. FUNCTIONS	16
7. STAFFING AND RESOURCES	17
7.1 Key Staff	17
7.2 Other Business Needs	17
7.3 Secretary to the Board	17
8. STRATEGY, POLICY, LOBBYING AND ENGAGEMENT	18
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	23
8.5 RTS Monitoring and Review	23
8.6 Consultations	25
8.7 Public Sector Equalities Duty	25
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	28
9. DELIVERY AND PROJECTS	28
9.1 The RTS Delivery Plan	28
9.2 Revenue Budget	29
9.3 Capital Expenditure Programme,	29
9.4 External Funding	30
9.5 Business Plan	30
APPENDIX 1 – RTS Monitoring Matrix	30
APPENDIX 2 – Priority Intervention Packages	30

1. FOREWORD

The period 2011/12 has been another year of challenge and achievement for SWestrans.

As a Model 3 Scottish Regional Transport Partnership SWestrans has responsibility for procuring socially necessary public transport for the region. This accounts for approximately 85% of the local bus network in this deeply rural area, and 75% of these local bus contracts were due for renewal on 1 April 2012. Throughout the year we have progressed and completed the Policy, Root and Branch Review of the local bus network initiated in December 2010. The considerable care and attention this has demanded from the Board has borne fruit in the level of service provision maintained across the region within the available budget.

A significant transport development for the region, and for Stranraer in particular, has been the long anticipated relocation of Stena Line ferry operations to new port facilities at Old House Point in Cairnryan. Whilst this is important for the long term viability of the North Channel route, and clears the way for Stranraer Waterfront regeneration, the consequences for and impact on landward side transport links continues to be debated. The decision by Stena Line to provide bus transfer for foot passengers directly to and from Ayr Railway Station has heightened concerns about rail services and the long term role for the Stranraer to Ayr railway line.

We have continued to manage 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.

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. This includes the purchase of accessible buses as a Spend to Save initiative for local bus contracts. There are now seventeen buses in SWestrans ownership which are leased to contracted operators.

This was the final year of tenure for Local Authority elected members, and at the final meeting in March the Chair thanked the outgoing Board. Jeff Ace, External Member for NHS Dumfries and Galloway also departed to take up his appointment as Chief

Executive of that body. We also bade farewell to John Nelson who retired as Lead Officer for SWestrans, to be replaced by Harry Thomson.

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 2011 to 31 March 2012.

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.

At the meeting in 23 January 2012 Members of the Board were advised of the resignation from the Board of Vice-Chair Jeff Ace following his appointment as Chief Executive of NHS Dumfries and Galloway. At the meeting on 23 March 2012 Members of the Board agreed the appointment of David Bryson to the SWestrans Board to be External Member nominated by NHS Dumfries and Galloway; and that the Lead Officer write to the Scottish Government to seek the consent of the Scottish Ministers to this appointment..

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)
- Ted Brown – Dumfries and Galloway Council
- James Dempster – Dumfries and Galloway Council
- Roger Grant – Dumfries and Galloway Council
- Sandra McDowall – Dumfries and Galloway Council
- Alistair McKinnon – External Member (Scottish Enterprise)

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.

The list of Observers as at 31 March 2012 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
- Peter Ingram-Monk, 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
- June Hay, Outdoor Access Forum

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. Additional meetings of the Board were held on 18 November 2011 and 16 December 2011 to consider local bus service tenders.

Meetings were held on the following dates:

- 20 May 2011 in the Town Hall, Lockerbie
- 22 July 2011 in the Town Hall, Castle Douglas
- 23 September 2011 in the Merrick Centre, Newton Stewart
- 18 November 2011 in the Municipal Chambers, Dumfries
- 25 November 2011 in the Town Hall, Sanquhar
- 16 December 2011 in the Municipal Chambers, Dumfries
- 27 January 2012 in the North West Resources Centre, Dumfries
- 23 March 2012, in the Council Chambers, Stranraer

4.2 Agendas

Item	20 May 2011
1	Minute of the Meeting on 25 March 2011
2	Sustainable Travel Demonstration Town (GoSmart Dumfries) Project: Progress Report
3	Local Development Plan: Main Issues Report Public Consultation
4	High Speed 2: Department for Transport Consultation
5	December 2011 Stranraer Rail Timetable
6	Any Other Business
7	Bus Issues (Confidential)

Item	22 July 2011
1	Minute of the Meeting on 20 May 2011
2	Dumfries and Galloway Third Sector Forum
3	Draft Revenue Budget Outturn Report 2010/11
4	Draft Capital Budget Outturn Report 2010/11
5	Draft Annual Accounts 2010/11
6	External Audit: Corporate Governance Report
7	Capital Expenditure Programme 2011/12
8	Regionwide Bus Shelters Programme
9	Public Services Reform (Scotland) Act 2011 Reporting
10	Annual Report 2010/11
11	Risk Management Plan
12	Draft Publication Scheme
13	Business Plan 2011-14
14	Consultation with Dumfries and Galloway Council
15	Observer Request
16	Christie Commission on the Future Delivery of Public Services
17	Any Other Business

18	Bus Issues (Confidential)
----	---------------------------

Item	23 September 2011
1	Minute of Meeting on 22 July 2011
2	Revenue Budget Monitoring Report 2011/12 for the Period Ending 31 August 2011
3	Audit of the South West of Scotland Transport Partnership's 2011/12 Annual Accounts
4	Capital Expenditure Programme 2011/12
5	GoSmart Dumfries Project: Offer of Additional Grant Funding from the Scottish Government
6	Audit Scotland Report: Transport for Health and Social Care
7	Impact Assessment on Regional Transport Strategy of Stena Line Bussing Passengers to Ayr
8	West Coast Main Line Route Utilisation Strategy
9	Scotland Route Utilisation Strategy Generation Two
10	Regional Transport Strategy Monitoring
11	Consultation on Extending Local Bus Registration and Bus Service Operator's Grant (BSOG) to Demand Responsive Transport (DRT)
12	Audit Scotland Report – Scotland's Public Finances: Addressing the Challenges
13	Any Other Business
14	Policy and Root and Branch Review of the Local Bus Network

Item	18 November 2011
1	Minute of Meeting on 23 September 2011
2	Any Other Business
3	Local Bus Tenders 2012 (Confidential)

Item	25 November 2011
1	Minute of Meeting on 18 November 2011
2	Revenue Budget Monitoring Report 2011/12 for the Period Ending 31 October 2011
3	Report on the Audit of South West of Scotland Transport Partnership's Final Accounts for the Year Ended 31 March 2011
4	Rail Issues for South West Scotland
5	Inter-City West Coast Franchise: Briefing Note to Bidders
6	Local Transport Strategy Consultation
7	Dumfries and Galloway Outdoor Access Strategy
8	Observer Request
9	Any Other Business

Item	16 December 2011
1	Minute of Meeting on 25 November 2011
2	Any Other Business
3	Local Bus Tenders 2012 (Confidential)

Item	27 January 2012
1	Minute of Meeting on 16 December 2012
2	Revenue Budget Monitoring Report 2011/12 for the Period Ending 31 December 2011
3	Capital Expenditure Programme 2012/13
4	Action Plan for Dumfries Town Centre Regeneration – Burns Statue
5	Transport Scotland Rail 2014 Public Consultation
6	Plans for Dumfries and Galloway Royal Infirmary
7	Minute from RTP Chairs Meeting on 7 September 2011
8	Any Other Business
9	Bus Issues (Confidential)
10	Electronic Ticket Machines – Transfer of Ownership (Confidential)
11	Management of SWestrans (Confidential)

Item	23 March 2012
1	Minute of Meeting on 27 January 2012
2	Draft Revenue Expenditure Budget 2012/13
3	Capital Expenditure Programme 2012/13
4	Development of Future Governance and Working Arrangements with Dumfries & Galloway Council
5	External Board Member Nominee for NHS Dumfries & Galloway
6	Stranraer Rail Line Strategy Groups
7	Sustainable Travel Demonstration Town (GoSmart Dumfries) Project – Progress Report
8	North Channel Partnership – Meeting on 23 January 2012
9	Minute From RTP Chairs Meeting on 7 December 2011
10	Any Other Business

4.3 Attendance

Attendance at meetings is shown in the following table:

ATTENDANCE AT MEETINGS		20 May 2011	22 July 2011	23 September 2011	18 November 2011	25 November 2011	16 December 2011	27 January 2012	23 March 2012
Members									
Brian Collins (Chair)	D&G Council	Present	Present	Present	Present	Apologies	Present	Present	Present
Jeff Ace (Vice Chair)	NHS D&G	Present	Apologies	Apologies	Present	Apologies	Apologies	Present	N/A
Ted Brown	D&G Council	Present	Apologies	Present	Present	Present	Present	Present	Absent
James Dempster	D&G Council	Substitute ¹	Substitute ¹	Present	Present	Present*	Present	Apologies	Present
Roger Grant	D&G Council	Present	Present	Substitute ³	Present	Apologies	Apologies	Present	Substitute ³
Sandra McDowall	D&G Council	Present	Substitute ²	Present	Present	Apologies	Substitute ²	Present	Present
Alistair McKinnon	Scottish Enterprise	Apologies	Present	Present	Present	Present	Apologies	Present	Present
Observers etc									
Hugh McCreadie	Lochside CC	Present				Present		Present	
Geoffrey Evison	Nith Valley Line	Present	Present	Present		Present			
Hugh Fowler	Stagecoach	Present	Present					Present	Present
Graham Whiteley		Present	Present					Present	
Bryony Chamberlain	Stagecoach		Present						
David Anderson			Present			Present		Present	
June Hay				Present				Present	Present
Ken Young	Springholm CC			Present					
George Connell	Stagecoach					Present			
Alison McCluskie	Stagecoach					Present			
John Yellowlees	First ScotRail					Present			
Robert Salmon	Passenger Focus					Present			
Mike Gray	CTC					Present		Present	
Richard Carr	SAYLSA					Present			
Bob Hill	SAYLSA								Present

*Acting Chair

Substitute¹ – Councillor John Syme; Substitute² – Councillor Michael Dickie; Substitute³ – Councillor Ian Carruthers

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 2010/11

Draft Annual Accounts for 2010/11 were considered by the SWestrans Board at its meeting on 22 July 2011. These were prepared on an IFRS (International Financial Reporting Standards), accounting basis rather than on UK GAAP (Generally Accepted Accounting Principles) for the first time. This resulted in a set of Accounts which were very different in presentation to those provided to Members in previous years

The draft accounts were submitted to the Controller of Audit prior to the statutory deadline of 30 June 2011, and to Audit Scotland who were 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. The draft accounts were also published on the SWestrans website and the Council's website during this period.

Revenue Expenditure

The expenditure for 2010/11 was £4,445,580. This was funded by:

- Grants from the Scottish Government totalling £566,850 comprising of £305,000 for core costs and the progression of the Regional Transport Strategy, and £261,850 for elements of the Smarter Dumfries Sustainable Travel Demonstration Town project (GoSmart Dumfries);
- Dumfries and Galloway Council also contributed £100,000 to the core running costs and £3,547,840 in respect of payments made to Bus Contractors;

- In addition £230,890 was received in respect of other contributions.

5.4 Internal Audit

No internal audit was carried out during 2011/12.

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 for 2011/12 were 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 2010/11 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 23 September 2011.

The Independent Auditor's Report to the Members of the South West of Scotland Transport Partnership and the Accounts Commission for Scotland indicates that the Partnership's financial statements give a true and fair view and have been properly prepared in accordance with the Local Government (Scotland) Act 1973. The external auditors opinion on the Partnership's 2010/11 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 23 September 2011 the Senior Audit Manager signed off the audit certificate.

The Partnership's final certified accounts for the year ended 31 March 2011 were received by the Board at the meeting on 25 November 2011.

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. There are five actions identified in an Action Plan included as Appendix B of the Audit Report. These are set out in the following table:

Risk	Action
<p>It is likely that tender prices for bus service contracts from April 2012 will be significantly higher than existing contracts. <i>Risk: The partnership is unable to sustain the existing level of service.</i></p>	<p>It is intended that this will be considered initially as part of the tendering process.</p>
<p>The data set and targets for KPIs to monitor the Regional Transport Strategy have been set but reporting is not yet fully established. <i>Risk: The organisation cannot fully measure its own performance.</i></p>	<p>It is intended to continue reporting KPIs and to develop them further as part of reviewing the business plan.</p>
<p>The root and branch review and tendering of bus services has yet to be completed. <i>Risk: Any delays in this process would have a serious effect on the provision of services from April 2012.</i></p>	<p>The tendering process will be reported on to the board in November and December 2011.</p>
<p>The business cases for purchasing further buses should be robust in terms of projected cost savings. <i>Risk: The partnership could fail to use its resources in the most efficient and effective way.</i></p>	<p>Business cases will be developed for any subsequent purchases as part of future capital programmes.</p>
<p>Capital expenditure continues to show slippage (although at 25% this was less than previous year's 35%). <i>Risk: Key projects and their benefits are delayed and projects are more likely to go over budget.</i></p>	<p>Capital expenditure will continue to be monitored closely and the business plan will identify projects for future years.</p>

These are being addressed by the Lead Officer, and have identified target dates.

Corporate Governance Report

At the meeting on 24 September 2010 Members of the Board had considered a Corporate Governance Report 2009/10. The Report identified eight issues to be addressed in an associated Action Plan. At the meeting on 22 July 2011 Members of the Board considered a Corporate Governance Follow Up Report 2010/11 prepared by the partnership’s external auditors Audit Scotland.

The conclusion of the report states that:

“South West of Scotland Transport Partnership (“SWestrans”) has made reasonable progress with the previously agreed action plan. A total of eight action points were identified in our previous audit report. Of these, six actions remain outstanding, however given revised dates, only three of these have slipped beyond their previously agreed targets, and by several months at the most...”

The outstanding elements of the Action Plan and the resolutions are outlined as follows:

Issue	Action to be taken	Comment
1	Update report to the Board on the RTS Delivery Plan taking account of the current economic climate. <i>High Priority</i>	Included in a parallel report to this meeting
2	Include a three year capital programme in the updated Business Plan. <i>High Priority</i>	Included in a parallel report to this meeting
3	As part of the Policy and Root and Branch Review of local bus services develop regular updates to the partnership in accordance with the criteria set out in each contract. <i>High Priority</i>	Agreed Action Date March 2012
4	Three year revenue budgets to be developed as part of the Policy and Root and Branch Review of local bus services. <i>High Priority</i>	Agreed Action Date March 2012
5	The suite of performance indicators to measure progress against the partnerships’ objectives developed to be further developed and reported to the Board. <i>Medium Priority</i>	Included in a parallel report to this meeting
6	A further report on development of the risk register to be reported to the Board. <i>High Priority</i>	Included in a parallel report to this meeting

5.6 PERFORMANCE MANAGEMENT

At 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.

The RTS Monitoring and Review Framework is described in more detail in Section 8.5.

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 AND RESOURCES

7.1 Key Staff

SWeststrans employs no staff directly. Staff are employed by Dumfries and Galloway Council on behalf of SWeststrans, and attached to the Partnership. These staff resources include:

- Lead Officer – Harry Thomson
- Sustainable Travel Team Leader – Douglas Kirkpatrick
- Policy and Projects Officer – Eddie Glover
- Finance Officer – Alan Gass

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

7.2 Other Business Needs

Some business requirements of SWeststrans 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

7.3 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 SWeststrans 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. A subsequent successful SWestrans bid to the European Regional Development Fund – Lowlands and Uplands of Scotland Programmes (LUPS) extended the life of the project to 2012. The project is being promoted and marketed locally as GoSMART Dumfries.

Under this project a complete refurbishment of Whitesands and Great King Street bus interchanges has been completed, eight new sections of cycling/walking pathways have been constructed, and Scotland's first public bike scheme Bike2Go has been launched. A Progress Report on the project to 31 March 2011 was considered by the Board at its meeting on 20 May 2011.

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 Regional Transport Strategy and Delivery Plan include aspirations for developments within Stranraer which are dependent on the relocation of Stena Line ferry services to a new facility at Old House Point, just north of the village of Cairnryan. The new port facilities were opened on 25 November 2011.

In advance of the port opening Stena Line announced an intention to transfer foot passengers to and from the ferry terminal via a direct bus link with Ayr Railway Station. SWestrans was asked by Dumfries and Galloway Council to undertake an Impact Assessment of this decision on the Regional Transport Strategy.

The Impact Assessment was considered by the Board at its meeting on 23 September 2011.

Rail issues for Stranraer were included in the Board's consideration of Transport Scotland's Rail Passenger Service and Rail 2014 Consultations.

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, and is a member of the West Coast Rail 250 group. Lockerbie is the region's only main line station, and is a key regional gateway. A response was submitted to the Department for Transport consultation on High Speed Rail proposals. The Board considered the West Coast Main Line Route Utilisation Strategy, and also agreed a Briefing Note for Bidders for the InterCity West Coast Franchise.

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.

SWestrans is a partner in the EU Northern Periphery Programme pilot project, Rural Transport Solutions. In partnership with Dumfries and Galloway Council, NHS Dumfries and Galloway, Scottish Ambulance Service (SAS), Community Transport providers, and European partners we are looking at innovative solutions to rural transport issues.

The project is being piloted in Wigtownshire where Wigtownshire Community Transport (WCT) is scheduling and providing transport on behalf of the partner organisations and the community. The Council has enabled WCT to share four of its fully accessible minibuses and through a centralised system of arranging journeys is significantly reducing the under utilisation of the vehicles and staff time required to commission and administer transport. Through maximising vehicle use and efficient trip scheduling, overall spend is being stabilised while increasing the number of trips and opportunities for residents.

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 year it was announced that the Dunragit Bypass would be completed by 2015..

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 has been developed, and includes 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.

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 through engagement with both Transport Scotland and ScotRail..

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.

Throughout 2011/12 SWestrans undertook 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 was due to be re-tendered for contracts expiring in April 2012. The outcomes of the Policy and Root and Branch Review were included in consideration by the Board of Local Bus Tenders at additional meetings held on 18 November 2011 and 16 December 2012. As a consequence new contracts were issued within the available budget without significant impact on the general level of bus service available across the region.

Bus usage monitoring data is being gathered, and is 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 provides officer support for Dumfries and Galloway Council's representative on the Glasgow Prestwick Airport Consultative Committee (GPACC). Officers also attend meetings of the Carlisle Airport Forum.

Walking and Cycling

Continuing investment has been made in Cycling and Walking projects during 2011/12. 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 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 was 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 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. 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. Dumfries and Galloway Council's Local Development Plan: Main Issues Report Public Consultation was considered by the Board at its meeting on 20 May 2011.

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).

Progress with monitoring of the Regional Transport Strategy was reported to the Board at its meeting on 23 September 2011. A baseline year of 2007 has been identified as this was the year in which the Regional Transport Strategy (including the RTS Objectives) was originally agreed by the Board.

A matrix has been prepared to allow comparison of indicator values over a number of years. The matrix is included as **Appendix 1**. The matrix has been populated with data insofar as this is currently available. In respect of gaps the following points should be noted:

- some datasets are published every two years, and some are published up to two years in arrears;
- some indicators require modelling work to be undertaken and investigation is ongoing on how this can be obtained;
- some indicators require aggregation of a number of datasets, and a methodology for doing this to be developed;
- there may be difficulty in obtaining historical values for some indicators.

Of the datasets which are available the following highlights may be noted:

- improvement in the percentage of Local Authority road network classified as red or amber by the Scottish Road Maintenance Condition Survey;
- significant reduction in the number of persons killed or seriously injured in road accidents on Dumfries and Galloway roads;
- some decline in the percentage of children walking and cycling to school;
- some improvement in greenhouse gas emissions from traffic on Dumfries and Galloway roads;
- no decline from a high level of air quality; and
- stable traffic volumes.

It is intended to report to a future meeting of the Board on the outstanding data gaps and on the setting of appropriate targets.

8.6 Consultations

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

Consultation	Reported
Dumfries & Galloway Council Local Development Plan Main Issues Report	20 May 2011
Department for Transport High Speed 2	20 May 2011
Scottish Government Extending Local Bus Registration and Bus Service Operators Grant (BSOG) to Demand Responsive Transport (DRT)	23 September 2011
Dumfries & Galloway Council Local Transport Strategy	25 November 2011
Dumfries & Galloway Council Outdoor Access Strategy	25 November 2011
Transport Scotland Rail 2014	27 January 2012

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. Regional Transport Partnerships are listed in the Schedule to The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012. It is intended to review and revise the SWestrans Equalities provisions to meet these regulations.

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 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.

SWestrans expenditure 2011/12 on matters specified by the PSR Act 2010	
Public Relations	
Public Relations services are provided for SWestrans By Dumfries and Galloway Council’s Communications Unit	£0
Overseas Travel	£0
Hospitality and Entertainment	£0
External Consultancy	
SWestrans management of elements of GoSmart Dumfries Project (multi-funding partner project)	£120,759
External Governance	£12,536
Payments exceeding £25,000	
Payments to bus operators (total of 40 payments exceeding 25,000 to bus operators – contracts predate 1 October 2010)	£2,772,769
Remuneration exceeding £150,000	£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, 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.

The interventions included in the RTS Delivery Plan are set out in Table 1, attached to this report as **Appendix 2**.

9.2 Revenue Budget

A detailed summary of the elements of the Revenue Budget 2011/12 is set out in the following table:

	Final Outturn 2010/11	Adjusted Budget 2011/12	Actual Expenditure to 31/3/12	Variance
EXPENDITURE				
Staff Costs	112,580	111,770	112,230	460
Property Costs	320	200	190	-10
Supplies and Services	224,820	165,870	176,510	10,640
Transport Costs	2,380	1,000	910	-90
Administration Costs	47,170	34,230	67,880	33,650
Payments	4,015,560	3,936,760	3,978,080	41,320
Central Support	42,750	42,750	42,750	0
Total Expenditure	4,445,580	4,292,580	4,378,550	85,970
INCOME				
Scottish Government	566,840	374,690	398,710	24,020
D&G Council	100,000	100,000	100,000	0
Other Contributions	3,778,740	3,817,890	3,879,840	61,950
Total Income	4,445,580	4,292,580	4,378,550	85,970
NET EXPENDITURE	0	0	0	0

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 2011/12 was as follows:

Item	
Purchase of Accessible Buses	£538,580
Region-wide Bus Shelters	£153,700
Dumfries Station Interchange (GoSmart)	£12,593
Car Parking Enhancements at Lockerbie Station	£58,960
Further Development of Car Parking at Lockerbie Station	£0
Moffat Bus Interchange	£44,795
Real Time Passenger Information System	£29,717
Southern Upland Cycleway	£17,718
Rural Pick-Up/Drop-Off (PUDO) Points	£3,597
Bus Infrastructure	£19,886
Access at Whithorn Primary School	£36,114
Access in Sanquhar	£7,479
Contingency (including retention from 2010/11)	£64,171
Total	£1,018,404

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

Funding totalling £302,596 was carried forward into 2012/13.

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 – RTS Monitoring Matrix

APPENDIX 2 – Priority Intervention Packages