



**TRANSPORT
SCOTLAND**
CÒMHDHAIL ALBA

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Disclosures for the financial years 2020-21 and 2019-20

**Public Services Reform
(Scotland) Act 2010**

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Introduction

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

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

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

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

Information relating to Transport Scotland is shown below for financial years ended 31 March 2021 and 2020.

Statement of Expenditure under the Act

Statutory Heading	2020-21	2019-20
Public relations (Note 1)	£788,902	£706,941
Overseas travel (Note 2)	£3,789	£32,103
Hospitality & entertainment (Note 3)	£183	£55,772
External consultancy (Note 4)	£10,407,870	£8,700,791

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

Note 2: The total represents expenditure incurred on overseas travel by staff in Transport Scotland covering travel to and from the United Kingdom, the cost of hotels, travel and subsistence and any other related expenditure. This figure is significantly lower in 2020-21 as a consequence and impact of the COVID-19 pandemic.

Note 3: The total represents expenditure on hospitality and entertainment incurred by Transport Scotland, as recorded in the accounting system and authorised in accordance with internal procedures. This figure is significantly lower in 2020-21 as a consequence and impact of the COVID-19 pandemic.

Note 4: The total represents expenditure on consultancy incurred by Transport Scotland, as recorded in the accounting system and authorised in accordance with internal procedures. It should be noted that for Transport Scotland, year 2020-21 was another critical year, with a significant agenda and set of challenges to meet. Consultancy advice was required across a number of business areas, including; Low Carbon and De-carbonisation work; the Trunk Road Network; Traffic Scotland / Road Safety work and on-line / website services; professional advice re Aviation Services, Bus Services and Ferry Contract re-basing; COP26 Planning and professional advice re Rail Franchise and Rail Technical Services.

COVID-19 Support Funding

The table below provides a summary of the approved additional financial support, and corresponding spend, in relation to COVID-19 by transport mode in 2020-21.

Transport Mode	Additional Funding 2020-21 (£m)	Corresponding Spend 2020-21 (£m)
Rail	421	421
Bus	191	123
Light Rail	22	22
Ferry Services	38	36
HIAL	22	14
Canals	2	1
Total	696	617

COVID-19 Funding Support Table

Payments with a value over £25,000

Transport Scotland publishes a [monthly report of payments with a value over £25,000](#).

Remuneration – Members and Employees

No employees received remuneration in excess of £150,000 in Transport Scotland in financial year 2020-21. Reference is made to this fact, along with the salary and pension entitlements of Transport Scotland's Directors, within the Remuneration Report in [Transport Scotland's Annual Report and Accounts for the financial year ended 31 March 2021](#).

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

The intervening months, since the publication of the National Transport Strategy (NTS2) in February 2020, were extremely challenging, as we responded to the unprecedented public health emergency in the form of the COVID-19 pandemic. Hence, our subsequent first NTS Delivery Plan, published in December 2020, focused on addressing the impacts of COVID-19, and identified actions which will enable us to address our priorities whilst supporting a green recovery.

Our actions identified within this Delivery Plan, reinforce our policy of Sustainable Travel and Investment, and so they promote walking, cycling, shared transport options in preference to private car use and encourage people back on to public transport when it is safe and appropriate to do so.

We have also identified further actions consistent with the Climate Change Plan Update, which address transport emissions, and recognise that future demand for transport will depend on people and businesses' choices after the pandemic. There remains great uncertainty about whether temporary changes in travel demand and behaviour will be sustained, but we remain committed to building on many of the positive changes in travel behaviours witnessed over the past year and to retain a strong focus on more sustainable active travel options, including making better use of existing infrastructure before investing in new capacity.

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

- Established a Bus Decarbonisation Taskforce, comprised of leaders from the energy, finance and bus sectors, to co-design a pathway to a fully decarbonised bus fleet.
- Funded Energy Saving Trust's launch of a further round of the Low Emission Zone (LEZ) Support Fund in October 2020. Progressed LEZ design works and enforcement principles via the LEZ Consistency Working Group.

In 2020-21, we have also provided

- £39 million to support safe walking and cycling
- £50 million for Low Emission Bus Scheme
- £15 million to support de-carbonisation of public sector fleets
- Support for Scottish Power (SP) Energy Networks to deliver project 'PACE' – a £5.3 million demonstrator project, which seeks to deploy up to 44 EV charging hubs across Lanarkshire
- £36 million in new funds to provide interest free Low Carbon Transport Loans for consumers, and businesses buying new and used ULEV vans, taxis and cars
- £0.9 million invested in the E-bike Grant to support the adoption of e-bikes and cargo bikes as more sustainable alternatives to car journeys.

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

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

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

Our approach to 'Smarter Working' allows a flexible approach to how we deliver objectives and we have improved our technology and wireless connections to facilitate improved information sharing between ourselves and other partners and stakeholders. Most of our staff have been working at home since March 2020, as a consequence of the COVID-19 pandemic, therefore we also continued to review the operation of our processes on a remote basis, in order to ensure on-going effective continuation of financial and governance arrangements. All of these arrangements have allowed us to respond to the initial and transition phases of the health emergency and to ensure continued provision of public transport services and infrastructure.

Our Corporate Procurement Strategy 2020, set out the strategic direction for our procurement activity for the year. The Strategy supports Scottish Government's goals of increasing competitiveness and tackling inequality. We continue to include community benefits into our contracts and to ensure we open up our procurements to small medium enterprises and supported businesses. We continue to play a crucial role in the maximisation of employment, investment in skills and supporting young people, adults and businesses in Scotland.

Our approach to procurement aims to promote healthy competition to achieve value for money, as well as using existing frameworks, contracts and collaborative frameworks where appropriate to secure a range of benefits and savings for the public purse.

The agency's procurement capability score of 92%, as independently assessed under Scottish Government's Procurement and Commercial Improvement Programme (PCIP) falls within the highest available PCIP performance band, and we continue to look at ways to build on this achievement by improving our performance, procuring in a sustainable manner, and encouraging innovation while promoting a transition to net zero.

We have continued to ensure the following in 2020-21:

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

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

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

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

Transport Scotland's policy is to use collaborative contracts, such as the ones awarded by Scottish Procurement, wherever practicable. Cash savings of £1,467,733 were delivered in 2020-21 (2019-20: £1,284,123) through expenditure of just over £9.3 million (2019-20: £8.5 million) on Scottish Procurement-led collaborative contracts and frameworks, thereby contributing to the Scottish Government's efficiency savings targets.

We aim to work in partnership with communities and to deliver social benefits across Scotland as a consequence of our work. We have been able to demonstrate this in a number of ways during 2020-21:

A9 Dualling: Luncarty to Pass of Birnam

- 65 new jobs and 61 work placements were delivered on site, including 7 apprenticeship and 10 graduate posts
- The project has championed local sub-contracts, with 54% of the total spend on subcontractors being through Small and Medium Enterprises
- The team has been involved in 77 nursery, school, college and university engagements involving more than 4,026 pupils and students with the aim of inspiring young people into possible careers in engineering and construction.

A77 Maybole Bypass Project

- 6 Modern Apprentice and 5 Graduate Apprentice opportunities provided through this project
- Of the 30 sub-contracts which were awarded, 27 of those were to Small Medium Enterprises.

A92/A96 Haudagain Junction Improvement Project

- 6 Modern Apprentices, 1 Higher apprentice and 4 graduates opportunities were provided through this project
- Of the 21 sub-contracts awarded on the project, 17 have been to Small Medium Enterprises, and two of these were awarded to a supported business or social enterprise.



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