

## **SCOTTISH MINISTERS' REQUIREMENTS**

### **SCHEDULE 3 PART 9**

#### **COLLABORATION REQUIREMENTS**

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### **SCHEDULE 3 PART 9**

#### **COLLABORATION REQUIREMENTS**

##### **1. REQUIREMENTS**

###### **1.1 General Requirements**

1.1.1 The Operating Company shall assist the Director to identify collaboration opportunities with other public sector organisations within the region covered by the Unit. Other public sector organisations may include other Scottish and United Kingdom Government departments and local authorities.

1.1.2 In assisting the Director, the Operating Company shall identify:

- (i) opportunities for improving the efficiency and effectiveness of service delivery,
- (ii) opportunities for developing and implementing arrangements for Mutual Aid, and
- (iii) opportunities for sharing best practice, innovation, skills and experience to support collaborative working between the Operating Company and other public sector organisations.

1.1.3 No later than one month following the identification of a potential collaborative opportunity, the Operating Company shall provide a report to the Director that:

- (i) describes the collaborative opportunity,
- (ii) details the potential benefits to all parties involved, and
- (iii) identifies any additional costs associated with developing and delivering the collaborative opportunity.

The Director shall consider the report and confirm to the Operating Company if the collaborative opportunity shall be pursued.

###### **1.2 Collaboration Forums**

1.2.1 The Operating Company shall establish a Trunk Road collaboration forum within the region covered by the Unit. The Trunk Road collaboration forum shall comprise the Director, the Operating Company, the Performance Audit Group and other public sector organisations. The Trunk Road collaboration forum may also, at the discretion of the Director, include other service delivery companies.

1.2.2 The Operating Company shall assist the Director in co-ordinating and sharing opportunities for efficiency savings and service improvements with other Trunk Road collaboration forums in other Units.

1.2.3 The Operating Company shall assist the Director by attending and promoting collaborative opportunities at other collaboration forums.

### **1.3 Reporting Requirements**

1.3.1 The Operating Company shall record details of all collaborative opportunities and provide a quarterly report to the Director detailing:

- (i) the collaborative opportunities identified,
- (ii) the potential benefits of each collaborative opportunity for all parties involved,
- (iii) the collaborative opportunities pursued,
- (iv) the service improvements delivered by each collaborative opportunity entered into, and
- (v) the efficiency savings achieved by each collaborative opportunity entered into.