

**TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP****17 JUNE 2025****PUBLIC SERVICES REFORM ACT ANNUAL STATEMENTS 2024/25****JOINT REPORT BY DIRECTOR AND TREASURER****Purpose**

This report seeks the Partnership's approval of Annual Statements which require to be published under the Public Services Reform (Scotland) Act 2010.

**Summary**

The Public Services Reform (Scotland) Act 2010 mandates that public bodies, including Regional Transport Partnerships, publish separate statements after each financial year, covering specified expenditure categories, steps taken to promote sustainable economic growth, and efforts to improve efficiency. This report includes expenditure details for 2024/25 in Appendix A, while Appendices B and C summarise the Partnership's contributions to sustainable economic growth and efficiency.

**1 RECOMMENDATION**

- 1.1 That the Partnership approves publication of the Public Services Reform Act Annual Statements for 2024/25 as detailed in the Appendices to the report.

**2 DISCUSSION**

- 2.1 The Public Services Reform (Scotland) Act 2010 requires that listed public bodies, which includes Regional Transport Partnerships must, as soon as practicable after the end of each Financial Year, publish separate statements on:
- (i) specified categories of expenditure;
  - (ii) a free-standing statement on steps taken during the year to promote and increase sustainable economic growth through the exercise of their functions; and
  - (iii) a free-standing statement on steps taken during the course of the year to improve efficiency, effectiveness and economy in the exercise of their functions.

2.2 In terms of specified financial information the Partnership is required to publish details of expenditure incurred in connection with:

- public relations – including spend on advertising, public relations consultancy, other promotional activity etc.;
- overseas travel;
- hospitality and entertainment – excluding normal Travel & Subsistence and gifts of trivial or minimal value;
- external consultancy;
- all payments with a value in excess of £25,000;
- details of Members or employees who receive remuneration in excess of £150,000.

2.3 The relevant information for the specified categories of expenditure (unaudited) during 2024/25 is contained in Appendix A to this report. In keeping with the requirements of the Act separate statements summarising the Partnership's activities in relation to Contributing to Sustainable Economic Growth and Improving Efficiency, Effectiveness and Economy are set out in Appendices B and C to the report.

2.4 Public bodies have discretion as to how they choose to publish the required information. The Partnership has previously agreed to publish the statements required under the Act on the Partnership's website with notice of this being given to Scottish Government (Report RTP/11/13 refers).

### **3 CONSULTATIONS**

3.1 There have been no additional consultations in the preparation of this report.

### **4 RESOURCE IMPLICATIONS**

4.1 This report has no additional financial or other resource implications.

### **5 EQUALITIES IMPLICATIONS**

5.1 This report has been screened for any policy implications in respect of Equality Impact Assessment and no issues have been identified.

**Mark Speed**  
**Director**

**Scott Walker**  
**Treasurer**

Report prepared by Mark Speed. For further information contact email [markspeed@tactran.gov.uk](mailto:markspeed@tactran.gov.uk) telephone 01738 475771

**NOTE**

The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing this Report:-

Public Services Reform (Scotland) Act 2010 and related Guidance

Report to Partnership RTP/11/13, Public Services Reform Act Annual Statements, 21 June 2011

1 Public Relations Statement

Category	Supplier	External Costs - Invoiced	Total
Promotional - Get on the Go / Tactran	Flourish Marketing	15,996.00	15,996.00
Promotional - Tactran	Flourish Marketing	2,004.00	2,004.00
		Total	18,000.00

2 Overseas Travel  
Nil Return

3 Hospitality & Entertainment  
Nil Return

4 External Consultancy

Supplier	Project/Service	Total	Supplier Total
The Malting House	RTS Print & Design	13,417.00	13,417.00
Jacobs Ltd	RTS Development	19,458.00	19,458.00
Ove Arup & Partners Ltd	Urban Trails	305,575.00	305,575.00
Ove Arup & Partners Ltd	Tactran Resources People & Place	146,977.00	146,977.00
Shona Drummond Marketing	Travelknowhow Scotland	76,760.00	76,760.00
			562,187.00

5 Payments over £25k

Payee	Reason	Total	Supplier Total
Ove Arup & Partners Ltd	Urban Trails	305,575.00	
Ove Arup & Partners Ltd	Tactran Resources People & Place	146,977.00	452,552.00
Shona Drummond Marketing	Travelknowhow Scotland	76,760.00	76,760.00
Perth & Kinross Council	Support Services	33,250.00	33,250.00

6 Members or Employees who received remuneration in excess of £150,000  
Nil Return

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

**Statement on Measures to Support Sustainable Economic Growth – 2024/25**

**1. Introduction**

- 1.1 Tactran is the statutory Regional Transport Partnership covering the Angus, Dundee City, Perth & Kinross and Stirling Council areas. The Partnership's principal statutory duties are to:
- create and oversee the delivery of the statutory Regional Transport Strategy (RTS);
  - engage proactively in Community Planning and support implementation of Local Outcomes Improvement Plans;
  - engage as a Key Agency in the Development Planning process at a regional and local level;
  - support the achievement of statutory Climate Change objectives, as set out in the Climate Change (Scotland) Act 2009 and associated Guidance; and
  - meet the requirements of the Equality Act 2010 and the Equality Act (Specific Duties) (Scotland) Regulations 2012.
- 1.2 The Public Services Reform (Scotland) Act 2010 requires listed public bodies to publish, as soon as reasonably practicable after the end of each financial year, a statement on the steps they have taken to promote and increase sustainable economic growth through the exercise of their functions. Regional Transport Partnerships (RTPs) are listed bodies within the Act.
- 1.3 Section 32(1)(a) of the Act places a duty on public bodies to publish a statement of the steps it has taken during the financial year to promote and increase sustainable economic growth through the exercise of its function.
- 1.4 This statement on Measures to Support Sustainable Economic Growth summarises the key areas of relevant Tactran activity during financial year 2024/25. It should be read in conjunction with the separate statement on Efficiency, Effectiveness and Economy, and the financial information that is also required to be published under the Act.
- 1.5 All of this information can be viewed on, or downloaded free of charge from, the Partnership's [website](#).

**Regional Transport Strategy Development and Delivery**

- 1.6 The [Regional Transport Strategy 2015 – 2036 Refresh](#) (RTS Refresh) was approved by the Minister for Transport and Islands in July 2015. The RTS Refresh supported Scottish Government's central purpose to promote inclusive, sustainable economic growth and aligned with Scottish Government's Strategic Objectives and National Outcomes.

- 1.7 Following completion of the RTS Refresh 2015 a comprehensive review and updating of the [RTS Delivery Plan](#) was completed during 2016/17, again in consultation with partner Councils and key stakeholders, with a progress report produced in 2018. A monitoring framework summary was included in the 2021/22 Annual Report outlining progress against key indicators. However, the RTS Refresh was superseded by a new RTS part way through 2024/25.
- 1.8 A new **Regional Transport Strategy 2024 – 2034** was approved by the Cabinet Secretary for Transport in April 2024 and was formally adopted by Tactran at its Partnership meeting on 11 June 2024. The strategic objectives of Tactran's new RTS, as set out below, reflect the four priorities for Scotland's transport system as set out in the 2020 National Transport Strategy:
- take climate action
  - improve our health and wellbeing
  - reduce inequalities
  - help deliver inclusive and sustainable growth
- 1.9 Projects and initiatives progressed and/or implemented during 2024/25 are highlighted below.

#### Take climate action

- Continuation of the Regional EV Steering Group, to assist in shared practice and the development of Local Authority EV strategies and expansion plans funded through Transport Scotland's Electric Vehicle Infrastructure Fund (EVIF)
- Further work undertaking economic and equalities assessments of options within the Tactran area to assist in meeting national targets for 20% reduction in car km

#### Improve our health and wellbeing

- Delivery of active travel behaviour change projects funded by £1.8m Transport Scotland People and Place grant award, aimed at increasing walking, cycling and wheeling within the region
- Co-ordination of the Get on the Go social media campaign, providing walking and cycling information and advice, encouraging healthier lifestyles
- Further promotion of a Mobility as a Service (MaaS) pilot in partnership with NHS Tayside that will improve access to health facilities across the region
- Supporting Safe Drive Stay Alive initiative in Stirling Council area and participation in the Tayside Road Safety Forum

### Reduce inequalities

- Under the banner of Integrated Mobility Partnership with Sustran continued development and promotion of the ENABLE Mobility as a Service (MaaS) project, with three projects in the Tactran region - GoNHS Tayside; Loch Lomond and the Trossachs National Park Authority Journey Planner and Dundee and Angus College, myD&Atravel – aimed at using technology to improve access to health, education and rural areas
- maintenance and development of the Thistle Assistance website, App and Card
- Development of a Tactran Bus Plan, in agreement with the local transport authorities, bus operators and other stakeholders within the region
- Bus Alliances, comprising RTPs, Local Authorities, Bus Operators and Bus User organisation, continued to mature
- Continued development and maintenance of Tactran Liftshare websites

### Help deliver inclusive and sustainable growth

- Membership of East Coast Mainline Authorities (ECMA) consortium aimed at improving rail infrastructure and services on the East Coast Mainline between Aberdeen and London, with a particular focus on the economic benefits this provides
- Participation as a key stakeholder in the development of Aberdeen to Central Belt Rail project aimed at improving journey times and increased capacity for passenger services and rail freight
- Further development of Local Rail Development Fund (LRDF) assessments for Tay Cities Perth to Montrose Corridor
- Maintenance and update of the Tay Cities Regional Transport Model
- Continued support for Stirling and Tayside Timber Transport Group
- Continued liaison with the freight and logistics industry through the national freight group, ScotFLAG
- Further development and promotion of Travelknowhow Scotland travel planning toolkit
- Supporting City Deals

### **Community Planning**

- 1.10 RTPs are statutory Community Planning agencies and partners and Tactran has endorsed the 4 partner Council area Local Improvement Output Plans (LOIPs). In formally endorsing the LOIPs the Partnership also agreed, in principle, to contribute to Participatory Budgeting in each CPP area, subject to further consideration of the detailed resource implications.
- 1.11 The new RTS 2024 – 2034 continues to support Community Planning to ensure that the Partnership's own activity and delivery priorities moving forward continue to support and contribute to achievement of defined National and Local Outcomes, including those relating to inclusive, sustainable economic growth.

- 1.12 Throughout 2024/25 Tactran continued to engage proactively and support the process of developing and implementing LOIPs, participatory budgeting and associated Locality Action Plans/Programmes and this will continue to be a key focus for the Partnership.

### **Development Planning**

- 1.13 RTPs are designated as statutory Key Agencies in the Development Planning process reflecting the importance of ensuring that strategic transportation and land use policy and planning are aligned and integrated in a manner that fully supports inclusive, sustainable economic growth.
- 1.14 The new Tactran RTS 2024 – 2034 recognises and promotes the principle that new development should be directed to the most economically and environmentally sustainable locations, supported by efficient, effective and sustainable transport systems and infrastructure, and also that existing developments should adopt more sustainable approaches to meeting current and future transport demands.
- 1.15 Along with other RTPs, Tactran has strongly promoted the integration of strategic transportation, economic development and planning in line with its statutory Key Agency role in Development Planning. In 2024/25 Tactran provided information and advice to each Local Authority through feedback on their LDP Evidence reports.
- 1.16 The first statutory review and refresh of the RTS was aligned with the second iteration of the TAYplan Strategic Development Plan including a joint Main Issues public consultation. Following Scottish Parliamentary approval of the Fourth National Planning Framework, Strategic Development Plans are being replaced by Regional Spatial Strategies (RSS). Tactran continues to engage proactively with the various Development Planning Authorities and Tactran officers are offering support to develop RSSs for Forth Valley and Tay Cities.
- 1.17 Tay Cities Region Deal undertook a review of the Regional Economic Strategy (RES) and produced a Prospectus for Growth with input from Tactran. As well as providing input to the Prospectus, Tactran participated in the Heads of Economic Development group with the Tactran Director also chairing the Transport Board.

### **Climate Change Public Sector Duties**

- 1.18 RTPs are designated public bodies with a statutory responsibility to contribute to the delivery of emissions reduction targets and generally act in a way that supports national climate change mitigation and adaptation programmes and frameworks.
- 1.19 The [Climate Change \(Emissions Reduction Targets\) \(Scotland\) Act 2019](#), which amends the [Climate Change \(Scotland\) Act 2009](#), sets targets to reduce Scotland's emissions of all greenhouse gases to net-zero by 2045 at the latest.



- 1.20 Contributing to the achievement of the Scottish national targets and obligations on reducing greenhouse gas emissions is a desired outcome of the new Tactran RTS 2024 - 2034.
- 1.21 Part 4 of the Climate Change (Scotland) Act 2009 places duties on public bodies relating to climate change. The duties require that a public body must, in exercising its functions, act:
- in the way best calculated to contribute to delivery of the Act's emissions reduction targets;
  - in the way best calculated to deliver any statutory adaptation programme; and
  - in a way that it considers most sustainable.
- 1.22 A Climate Change Adaptation Policy Statement has also been prepared and approved by the Partnership in response to earlier feedback from the Sustainable Scotland Network (SSN) on previous annual reporting. The Transport Carbon Assessment and Climate Change Adaptation Policy Statement are available on the [Climate Change page](#) of the Tactran website.
- 1.23 Tactran has continued to assist our Local Authorities in developing Electric Vehicle Infrastructure Strategies and Expansion Plans. Tactran also continues to investigate options to reduce car-km by 20% to assist in meeting the Climate Change targets. These initiatives require to be undertaken through a just transition.
- 1.24 Tactran submits an annual Public Sector Climate Change Report, with the latest report submitted in November 2024.

### **Further Information**

- 1.25 Specific measures which the Partnership has progressed, implemented or supported through its 2024/25 activity, in fulfilment of its statutory role and duties, have been summarised above. However, further detailed information on projects, initiatives and the Partnership's activity generally can be obtained by visiting our [website](#).

Mark Speed  
Partnership Director  
June 2025

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

**Statement of Efficiency, Effectiveness and Economy – 2024/25**

**1. Introduction**

- 1.1 Tactran is the statutory Regional Transport Partnership covering the Angus, Dundee City, Perth & Kinross and Stirling Council areas. The Partnership's principal statutory duties are to:
- create and oversee delivery of the statutory Regional Transport Strategy (RTS);
  - engage proactively in Community Planning and support implementation of Local Outcomes Improvement Plans;
  - engage as a Key Agency in the Development Planning process at a regional and local level;
  - support the achievement of statutory Climate Change objectives, as set out in the Climate Change (Scotland) Act 2009 and associated Guidance; and
  - meet the requirements of the Equality Act 2010 and the Equality Act (Specific Duties) (Scotland) Regulations 2012.
- 1.2 The Public Services Reform (Scotland) Act 2010 requires listed public bodies to publish, as soon as reasonably practicable after the end of each financial year, a statement on the steps they have taken to promote efficiency, effectiveness and economy through the exercise of their functions. Regional Transport Partnerships (RTPs) are listed bodies within the Act.
- 1.26 Section 32(1)(a) of the Act places a duty on public bodies to publish a statement of the steps it has taken to improve efficiency, effectiveness and economy in the exercise of its functions.
- 1.3 This statement summarises the key steps Tactran has taken during 2024/25 to improve its efficiency, effectiveness and economy in the exercise of our functions. It should be read in conjunction with the separate statement on Sustainable Economic Growth and the financial information that is also published under the Act.
- 1.4 All of this information can be viewed on, or downloaded free of charge from, the Partnership's [website](#).

## **2. Progress and Activity During 2024/25**

- 2.1 During the year a number of operational and/or cost efficiency initiatives were implemented, developed or maintained.

### **Public Sector Efficiency**

- 2.2 Over previous years the Partnership has generated cumulative, recurring efficiency savings in its Core operating budget. As a small strategic body the scope and opportunities for achieving year on year efficiency savings, whilst maintaining the capacity and capability to fulfil and deliver on the Partnership's various and increasing statutory duties and obligations, is now limited.

- 2.3 This was highlighted in the KPMG Audit Report for 2018/19:

*“Operationally, Tactran works with a small and efficient body of staff. As reflected in the prior year audit report, efficiency savings have been identified in the past years, with limited opportunities for further significant savings. The Partnership Board minutes and reports demonstrate an ongoing commitment to reviewing the staffing and operating model to ensure activities are delivered as efficiently as possible.”*

- 2.4 Although efficiency savings are limited these continue to be made where possible

### **Hybrid Working**

- 2.5 Covid 19 global pandemic had a significant impact on working practices throughout the UK.

- 2.6 As Covid 19 restrictions were lifted, Tactran staff adapted to hybrid working with a mixture of working at home on-line and in the office, undertaking meetings virtually or in-person, as suits the requirements. This hybrid working arrangement has continued throughout 2024/25, with staff attending the Tactran office at least one day per week.

- 2.7 In 2024 the Partnership Board meetings were a mixture of virtual and in-person, with the meeting in September 2024 being in-person and the other 3 meetings being held virtually, with provision being made for these meeting to be open to public access and recorded on-line.

### **Staffing and Related Resources**

- 2.8 In 2024/25 the Partnership had a 5% reduction in contribution from Scottish Government Grant-in-Aid and retained a cash standstill of income in terms of the financial contributions from partner Councils.

- 2.9 The Tayside Bus Alliance Project Manager post was amended to become a Projects Manager post, to cover other projects, such as People & Place. The Strategy Officer (Strategic Connectivity) left their post in October 2024 and was not replaced during 2024/25.

## **Shared Services**

### Administrative Support

- 2.10 Tactran receives Secretariat, Financial, HR, Legal and IT support services, including cyber resilience, from Perth & Kinross Council. These services are provided to a high standard at rates which are considerably more competitive than could be achieved through external procurement of these statutorily necessary support services.
- 2.11 An earlier review of the division of administrative responsibilities undertaken by Tactran's own staff and support staff provided by Perth & Kinross Council resulted in a recurring 10% cost saving/annum. The service level agreements have been and will be kept under review.

## **Rent, Rates & Utilities**

- 2.12 Through assiduous negotiation, the rent for the Tactran office located in central Perth has remained the same as the previous occupation period within the terms of the lease. Following a change to the Non-Domestic Rates for the 2024/25 financial year, Tactran is now liable to pay rates on its premises. Additionally, energy costs remain high for the Tactran premises. However, the high price for gas and electricity are in line with those seen across the country.
- 2.13 The Tactran office lease term is to November 2025, Tactran is currently negotiating an extension of the lease for a further 2 years while exploring alternative accommodation.

## **Procurement**

- 2.14 Supplies, services and contracts to provide support for RTS project development and delivery and other Partnership activity are submitted to competitive tender in accordance with the Partnership's Financial Regulations and through Public Contracts Scotland. Tactran is a member of Scotland Excel and Public Contracts Scotland and utilises the SCAPE framework where appropriate.
- 2.15 In delivering specific project initiatives use is made of Transport Scotland and partner Councils' Term/Framework consultants in appropriate cases, resulting in work being undertaken at competitive rates secured through partner agencies' tendered framework agreements where these exist.

- 2.16 Tactran on occasion acts as an 'agent' for procurement on behalf of other RTPs on national projects, mainly through the support of external grant funding, and application of the Partnership's Financial Regulations and procurement protocols ensures good value for money.

### **External Grant Income**

- 2.17 In recent years Tactran has been successful in securing external grant income to support the delivery of RTS projects and supplement the core grant and partner Council's financial contributions.
- 2.18 For the financial year 2024/25 the external grant income to support the delivery of projects within the RTS programme included:
- £21,000 to develop a Mobility as a Service (MaaS) Roadmap in partnership with Hitrans and Sustran with grant funding received from Paths for All, Smarter Choices Smarter Places fund; and
  - Over £10,000 from Tay Cities Local Authorities to support ongoing maintenance and use of the Tay Cities Regional Transport Model.
- 2.19 In addition, Transport Scotland provided Tactran with a grant of £1,837,352, comprising £1,187,880 Capital and £649,472 Revenue), through an Active Travel People & Place Programme fund comprising active travel behaviour change projects at cluster sites throughout the region.
- 2.20 The approach taken to the Active Travel People and Place Programme was to tie in the behaviour change initiatives closely with existing and new active travel infrastructure to encourage walking, cycling and wheeling where there are good facilities. This led to four cluster sites being identified at Stirling, Perth, Dundee/Monifieth and Arbroath/Montrose. Three main types of initiatives were supported at these cluster locations:
- Urban Traill design/active travel improvement audits – Consultants ARUP were procured to undertake audits and designs that would make walking, cycling and wheeling facilities and connections to public transport more accessible to all.
  - Access to Bikes – Cycling Scotland were awarded grant to undertake initiatives that provided greater access to bikes, including provision of secure cycle parking; access to bikes within schools; access to bikes at workplaces, communities and to disadvantaged groups; and confidence building and cycle training for adults.
  - Active Travel Promotion – Cyclehub.org and Living Streets were awarded grants to promote walking, cycling and wheeling, including active travel promotion and engagement within schools and with parents and carers, and engagement and travel planning with communities and workplaces

- 2.21 A significant proportion of Tactran staff time, consultancy support and resource was committed to supporting these initiatives. In addition to staff time, resources included ongoing promotion of Get on the Go social media campaign and Travelknowhow Scotland travel planning toolkit.

### **Strategic Transportation Planning and Liaison**

- 2.22 Tactran represents and liaises on behalf of its partner Councils with Transport Scotland, the Department for Transport, rail industry, Confederation of Passenger Transport, Road Haulage Association, Logistics UK, Sustrans, Cycling Scotland and various other relevant bodies on matters of national and regional policy and strategic transportation and connectivity interest.
- 2.23 Tactran provides input to the Tay Cities Deal through the Tactran Chair being a member of the Tay Cities Joint Committee; the Tactran Director being chair of the Tay Cities Transport Board that includes representation from Sustrans, Scottish Natural Heritage, ScotRail, Network Rail and Scottish Enterprise, as well as the 4 Tay Cities Local Authorities and the Senior Partnership Manager being a member of the Heads of Economic Development group.
- 2.24 A Senior Officer Group involving Tactran and our partner Councils, has also been convened to take forward the RTS Delivery Plan, with the intention that this will evolve in time into a Delivery Board for the RTS.
- 2.25 The Regional Transport Liaison Group provides a forum for engagement with partner Councils, neighbouring RTPs and other relevant agencies on the development of regional and local transport strategies and initiatives, including joint and partner funding of schemes and other activity.
- 2.26 Towards the end of 2020, Tactran joined the Forth Valley Bus Alliance and established the Tayside Bus Alliance. Each of these alliances involve the relevant Local Authorities, Bus Operators and Bus Users organisation. Both continue to engage with Transport Scotland.
- 2.27 The Tactran Regional EV Steering Group meets regularly, with our Partner Councils, Transport Scotland and Scottish Futures Trust attending, with the current particular emphasis on developing expansion plans and strategies, funded through the Electric Vehicle Infrastructure Fund.
- 2.28 The Tactran Regional Rail meeting provides a regular quarterly forum for key stakeholder engagement with ScotRail, Network Rail and Transport Scotland.

Mark Speed  
Partnership Director  
June 2025