

To: Executive Sub Committee

On: 26 April 2019

**Report
by
Director Scotland Excel**

Request for Associate Membership of Scotland Excel by The Highlands and Islands Transport Partnership (HITRANS)

1 Introduction

In addition to the 32 local authorities who are full members of Scotland Excel, applications can be made for Associate Membership by organisations such as council arm's length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which we have in place for our full members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

2 Application

The Highlands and Islands Transport Partnership (HITRANS) is one of seven Regional Transport Partnerships (RTPs) in Scotland, set up under the Transport (Scotland) Act 2005. HITRANS contains five constituent council areas – Argyll and Bute, Eilean Siar, Highland, Moray and Orkney. A key requirement under the Act is for RTPs to develop a statutory Regional Transport Strategy (RTS) to provide a strategic framework for transport management and investment for the Partnership area over a 10-15-years period. HITRANS's Regional Transport Strategy 2008-2023 was approved by the Scottish Government in 2008.

The Regional Transport Strategy will help deliver a HITRANS area which is economically successful, accommodating growing prosperity and population in a much less car-dependent way, whilst improving access for the most excluded and vulnerable groups. This will be of benefit to the residents of the HITRANS area, the HITRANS economy and the wider environment.

HITRANS is a Living Wage employer.

To ensure the efficient and cost-effective delivery of these services it has approached Scotland Excel and requested approval to become an associate member with access to our contracts.

3 Legislative Position

Before any application is submitted to committee for consideration checks are made into the organisation including scrutiny of the Memorandum & Articles of Association, finances and the type of contracts that the organisation wishes to access. Membership commences once committee has approved the application and a Membership Agreement between Scotland Excel and the organisation is signed.

Scotland Excel monitors all requests from arm's length and other organisations to become associate members to ensure that any legal requirements are met. In this case, HITRANS qualifies for membership in accordance with the Local Authorities (Goods and Services) Act 1970, namely that the organisation is a public body, established on the basis of the Transport (Scotland) Act 2005.

4 Recommendation

It is recommended to committee that HITRANS application to join Scotland Excel as an associate member be approved, at a £500 annual fee, subject to completion and signing of the agreement document.