

## Minute of Strathclyde Concessionary Travel Scheme Joint Committee

**4 November 2016**

held in 131 St Vincent Street, Glasgow

**contact officers:**

Valerie A Bowen      phone: 0141 333 3130  
Kirsten Gibson      phone: 0141 333 3576

## **Minute of the Strathclyde Concessionary Travel Scheme Joint Committee held in 131 St Vincent Street, Glasgow on 4 November 2016**

**Present** Councillors John Bruce, (Chair), Tony Buchanan, Stuart Gallacher (substitute), Kaye Harmon, Bobby McDill, Alan Moir and Robert MacIntyre.

**Attending** Valerie Davidson, Treasurer/Secretary; Kirsten Gibson, Committee Support Officer; and Martin Breen, Planning and Projects Officer.

### **1. Apologies**

Apologies were submitted from Councillors Gilbert Davidson, Jon Findlay, Jackie Hendry, Eileen Logan, Nan McFarlane and David Wilson.

### **2 Declaration of interest in terms of the Ethical Standards in Public Life etc (Scotland) Act 2000**

The Joint Committee noted that there were no declarations of interest.

### **3. Minute of previous meeting**

[Click here to view report](#)

The minute of the meeting of 18 March 2016 was submitted and approved as a correct record.

### **4. Revenue monitoring report as at end of period 7, 15 October 2016**

[Click here to view report](#)

There was submitted and noted a report (issued) of 18 October 2016 by the Treasurer

- (1) reminding members that the Joint Committee had approved a revenue budget for 2016/2017 of £4.329m;
- (2) appending the revenue monitoring report for the period to 15 October 2016 (period 7);
- (3) informing members that, based on the information available to date, the forecasted revenue outturn was anticipated to be £4.156m which equated to a positive variance of £173K; and
- (4) advising members that the budget would continue to be closely monitored to ensure that the forecasted position was achieved, noting that the service was demand led.

### **5. Annual Financial Statements for 2015/2016**

[Click here to view report](#)

There was submitted and noted a report (issued) of 18 October 2016 by the Assistant Chief Executive (Business Support) recommending that the committee note the finalised and audited annual accounts for the Strathclyde Concessionary Travel Scheme Joint Committee for the financial year ending 31 March 2016 (appended to the report) which had been submitted to the Controller of Audit.

4 November 2016

**6. Strathclyde Concessionary Travel Scheme: Update on 2015/2016 year-end 2016/2017 Q1 and Q2**

[Click here to view report](#)

There was submitted a report (issued) of 19 October 2016 by the Treasurer/Secretary,

- (1) reminding members that it had been agreed that various changes which had been made to the Strathclyde Concessionary Travel Scheme to ensure the long term financial sustainability of the Scheme would be monitored and reported regularly to the Joint Committee;
- (2) informing members
  - (a) that overall, patronage figures for 2015/2016 remained strong with 4.82 million journeys being made; and
  - (b) that monitoring of the Scheme during the first two quarters of 2016/2017 had shown an overall reduction in Scheme patronage of 7% and a reduction in Scheme reimbursement costs of 5%;
- (3) advising members
  - (a) that although no changes had been applied to the concession fare since 2013/2014, and whilst the fare change applied then, coupled with the roll out of RET (Road Equivalent Tariff), had helped broadly maintain reimbursement costs, SPT officers would continue to consider ways in which the costs of the Scheme could be managed in line with budget projections; and
  - (b) that any future increases to standard fares on rail, Subway or ferry might result in an increased reimbursement cost to the Scheme;
- (4) explaining
  - (a) that the introduction of RET appeared to have contributed to reduced operator reimbursement costs to the Scheme whilst maintaining strong patronage; and
  - (b) that officers would continue to monitor the impact of RET and report findings at future committees; and
- (5) appending
  - (a) a summary of key changes to the Scheme which had been undertaken since 2011; and
  - (b) a history of the patronage and Scheme costs.

After discussion and having heard Mrs Davidson and Mr Breen in answer to members' questions, the Joint Committee noted the terms of the report.

4 November 2016

**7. Status report on performance of Travel Card Unit**

[Click here to view report](#)

There was submitted a report (issued) of 19 October 2016 by the Treasurer/Secretary,

- (1) informing members of the current progress and performance of SPT's Travel Card Unit;
- (2) advising members of a mass card replacement strategy implemented by the National Card Programme office (NECPO) following the introduction of revised upgraded card technology (CDM2);
- (3) explaining
  - (a) that although local authorities in the Scheme area had now issued the majority of the new style CMD2 cards to affected customers, there remained a significant number of unmatched records across the Scheme area; and
  - (b) that the Travel Card Unit were working closely with the individual councils and NECPO to ensure that those entitled to an NEC continue to have a valid card in January 2017;
- (4) providing details of the number of incoming calls and calls answered by the Unit for 2016/2017 to date, including comparison figures for previous years; and
- (5) appending the following attachments as at 10 October 2016:-
  - (a) National Entitlement Card cardholder volumes for the Strathclyde Concessionary Travel Scheme (SCTS) area ; and
  - (b) a report from NECPO providing information on the number of elderly CDM3 cards still to be replaced in the SPT area following a data matching exercise.

After discussion and having heard the Chair thank the Travel Card Team for their efforts and work undertaken on behalf of each local authority, the Joint Committee noted the report.