

## Minute of Strathclyde Concessionary Travel Scheme Joint Committee

**17 March 2023**

Held in person at 131 St Vincent Street, Glasgow and via Video Conference

**contact:**

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**Minute of the Strathclyde Concessionary Travel Scheme Joint Committee in person at 131 St Vincent Street, Glasgow and via Video Conference\* at 12.30pm on 17 March 2023**

**Present** Councillors Maureen Devlin, Stephen Dornan, William Goldie, \*Neal Ingram, Malcolm Mitchell, Alan Moir, Owen O'Donnell, \*Donald Reid, William Sinclair, \*Andy Steel (Substitute) and David Wilson

**Attending** Valerie Davidson, Chief Executive/ Committee Secretary; Neil Wylie, Director of Finance & Corporate Support/Treasurer; Stuart Paul, Chief Accountant, Martin Breen, Senior Transport Planner; Cheryl Candlish, Contact Centre Manager; Jim Griffin, Senior Solicitor and David Jamieson of Audit Scotland (External Auditors)

### **Chair's Remarks**

Partnership Standing Order No 14 requires the agreement of the Partnership to record meetings. The Chair sought and the Partnership agreed for the recording of SPT Partnership and Committee video conference meetings to commence.

#### **1. Apologies**

Apologies were submitted from Councillors Lawrence O'Neill and Cathy McEwan.

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

The Committee noted there were no declarations of interest.

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

[Click here to view the minute](#)

The minute of the meeting of 30 September 2022 was submitted and approved as a correct record.

#### **4. External Audit Plan 2022/2023**

[Click here to view the report](#)

There was submitted a report (issued) of 27 February 2023 by the Treasurer advising the Committee of the External Audit Plan for the 2022/2023 financial statements from Audit Scotland, the SCTSJC's external auditors.

After hearing from Mr Jamieson of Audit Scotland, the Committee noted the details of the External Audit Plan for 2022/2023.

#### **5. Revenue Monitoring Report as at 4 February 2023, Period 11**

[Click here to view the report](#)

There was submitted a report (issued) of 24 February 2023 by the Treasurer advising the Committee on revenue expenditure incurred at the end of Period 11 (4 February 2023) including the projected outturn to the end of the current financial year.

After hearing from Mr Paul, the Committee noted the projected outturn for 2022/2023 based on the information available at the end of Period 11.

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## **6. Proposed Revenue Budget 2023/2024**

[Click here to view the report](#)

There was submitted a report (issued) of 28 February 2023 by the Treasurer presenting to the Committee for approval a proposed revenue budget for the financial year 2023/2024, outlining the assumptions made in the preparation of the budget and advising the Committee of the proposed local authority requisitions to support the Strathclyde Concession Travel Scheme (“the Scheme”). The outline of the 2024/2025 budget was also presented for noting at this stage.

After hearing from Mr Paul and Mr Wylie in response to members’ questions, the Committee approved:

- (i) the proposed budget of £4.138m for financial year 2023/2024;
- (ii) requisitions totalling £4.138m, a 1.95% increase compared to 2022/2023; and
- (iii) a pause in the implementation of the new fares structure until April 2024, when the matter will be reviewed again as part of the future budget planning exercise.

## **7. Performance and Reimbursement Update: 2022/2023 Quarters 1-3**

[Click here to view the report](#)

There was submitted a report (issued) of 7 March 2023 by the Treasurer updating the Committee on the Strathclyde Concessionary Travel Scheme’s performance and reimbursement results for Quarters 1-3 (April – December 2022) of 2022/2023.

After hearing from Mr Breen, Mrs Davidson and Mr Wylie in answer to members’ questions, the Committee noted the contents of the paper and in particular the increased concessionary travel demand during the current financial year 2022/2023 so far, but also noting the wider trend of an overall reduction in patronage when compared with pre-Covid levels.

In addition, in response to members’ concern regarding ferry travel ticketing, the Committee agreed that Mrs Davidson as Chief Executive would write to CalMac on this matter.

## **8. Scottish Parliament’s Citizen Participation and Public Petitions Committee: Information Request**

[Click here to view the report](#)

There was submitted a report (issued) of 7 March 2023 by the Treasurer informing the Committee of an information request by the Scottish Parliament Citizen Participation and Public Petitions Committee (“the Petitions Committee”) to SPT for information and views regarding the provision of ‘free’ rail travel for disabled people who meet the qualifications for ‘free’ bus travel.

After hearing from Mr Breen, the Committee noted the contents of the paper and SPT’s response to the Petitions Committee.

## **9. Concessionary Travel Unit – Update on Performance**

[Click here to view the report](#)

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Strathclyde Concessionary Travel Scheme Joint Committee

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There was submitted a report (issued) of 2 March 2023 by the Treasurer updating the Committee on the Concessionary Travel Unit performance, including advising members of a review of the administrative processing tasks undertaken by the Contact Centre and providing an outcome summary of the support to the Young Persons' Free Bus Travel Scheme (U22's) on behalf of Transport Scotland and local authorities.

After hearing from Ms Candlish and Mr Wylie in answer to members' questions, the Committee noted:

- (i) noted the contents of the report;
  - (ii) the progress made with digital enhancements;
  - (iii) welcomed further future integration to improve the service;
  - (iv) the increase in Contact Centre resource to support customer experience; and
  - (v) conclusion of support to the Young Persons Free Bus Travel Scheme (U22's) marketing campaign.
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