

Minute of Strathclyde Concessionary Travel Scheme Joint Committee

14 March 2025

held in person at 131 St Vincent Street and via Video Conference

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Minute of the meeting of Strathclyde Concessionary Travel Scheme Joint Committee held at 131 St Vincent Street and via Video Conference* on 14 March 2025

- Present** Councillors Stephen Dorman (Chair), Maureen Devlin*, Cathy McEwan, William Goldie, Alan Moir, William Lennox*, Owen O'Donnell, Lawrence O'Neill and Donald Reid*.
- Attending** Valerie Davidson, Chief Executive; Lesley Aird, Treasurer; Stuart Paul, Head of Finance; Martin Breen, Senior Transport Planner; Cheryl Candlish, Contact Centre Manager; Amy Bryceland, Solicitor (Clerk) and Jack Kerr of Audit Scotland

Partnership Standing Order No 14 requires the agreement of the Committee to record meetings. The Chair sought and the Committee agreed for the recording of the meeting to commence and that such recording would be made available together with the minute of meetings.

*Due to technical issues, members joining via Video Conference were only able to connect from Agenda Item 7.

1. Apologies

Apologies were submitted from Cllrs Ian Cochrane, Malcolm Mitchell and Shonny Paterson.

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

Cllr Moir reaffirmed his declaration of interest citing his employment with Scotrail and as a member of ASLEF, the trade union.

3. Minute of previous meeting

[Click here to view the minute](#)

The minute of the meeting of 20 September 2024 was submitted and approved as a correct record.

4. External Audit Plan 2024/2025

[Click here to view the report](#)

There was submitted a report (issued) of 26 February 2025 by the Treasurer advising the committee of the External Audit Plan and audit fee for 2024/2025 from Audit Scotland, the Strathclyde Concessionary Travel Scheme's external auditors.

After having heard from Mr Kerr, the Committee noted the details of the External Audit Plan and audit fee for 2024/2025.

5. Revenue Monitoring Report as at 1 February 2025, Period 11

[Click here to view the report](#)

There was submitted a report (issued) of 24 February 2024 by the Treasurer advising the Committee of revenue expenditure incurred at the end of Period 11 (1 February 2025).

After having heard from Mr Paul, the Committee noted the projected outturn position for 2024/2025 as detailed in the report, based on the information available at the end of P11.

6. Proposed Revenue Budget 2025/2026

[Click here to view the report](#)

14 March 2025

There was a report (issued) of 25 February 2025 by the Treasurer seeking the Committee's approval to the proposed revenue budget for the financial year 2025/2026, outlining the assumptions made in the preparation of the budget and advising the Committee of the proposed local authority requisitions to support the Strathclyde Concessionary Travel Scheme ("the Scheme"). The outline of the 2026/2027 budget and the Long Term Financial Forecast was also presented for noting at this stage.

After discussion and having heard from Mr Paul and Ms Aird, the Committee approved:

- (i) the proposed budget of £3.752m for financial year 2025/2026;
- (ii) requisitions totalling £4.178m for 2025/2026, a 2.04% increase compared to 2024/2025; and
- (iii) a transfer to reserves of £0.427m in 2025/2026 based on budget projections, noting this would assist with future year sustainability of the Scheme.

7. Performance and Reimbursement Update: 2024/2025 Quarter 1-3

[Click here to view the report](#)

There was submitted a report (issued) of 24 February 2025 by the Treasurer updating the Committee on the Strathclyde Concessionary Travel Scheme's performance and reimbursement results for Quarters 1-3 (April-December 2024) of 2024/2025, and the preparations ahead of introducing the new concessionary fare structure from April 2025.

After having heard from Mr Breen in response to Members questions, specifically regarding ongoing communication with operators and making passengers aware of the fare structure change, the Committee noted the contents of the report.

8. Proposal to Remove of Second Homeowner Ferry Cards

[Click here to view the report](#)

There was submitted a report (issued) of 23 February 2025 by the Treasurer to recommend removal of Strathclyde Concessionary Travel Scheme discounts for island and peninsula second homeowners.

After discussion and having heard from Mrs Aird in response to members' questions, the Committee:

- (i) approved the removal of Strathclyde Ferry card Entitlement for second homeowners; and
- (ii) noted the proposal to engage with relevant local authorities and participating ferry operators prior to removal of this entitlement.

9. Concessionary Travel Unit – Update on Performance

[Click here to view the report](#)

There was submitted a report (issued) of 24 February 2025 by the Treasurer to update the Committee on the Concessionary Travel Unit Performance, including an update on the Contact Centre Improvement Programme (CCIP) and a review of the current performance position for both call handling and administrative tasks undertaken by the Contact Centre.

After hearing from Ms Candish in response to members' questions, specifically around the description and card categorisation of NEC cards, the Committee:

Strathclyde Concessionary Travel Scheme Joint Committee

14 March 2025

- (i) noted the contents of this report;
 - (ii) acknowledged the progress made with administrative processing turnaround times; and
 - (iii) supported the progress made with digital enhancements and future initiatives.
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