

Minute of Strathclyde Concessionary Travel Scheme Joint Committee

29 June 2012

held in Consort House, Glasgow

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Minute of the Strathclyde Concessionary Travel Scheme Joint Committee held in Consort House, Glasgow on 29 June 2012

Present Councillors Gilbert Davidson, Kaye Harmon (Chair), Eileen Logan, Alan Moir, and George Redmond.

Attending Valerie Davidson, Treasurer/Secretary and Kirsten Clubb, Committee Clerk.

1. Interim Chair

In terms of Standing Order No.1.4.4, the Secretary took the chair at the commencement of the meeting pending appointment of a Chair.

2. Apologies

Apologies were submitted from Councillors Jackie Hendry, David McBride, Bobby McDill, Nan McFarlane, Hugh Ross (substitute), John Semple and David Wilson.

3. 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.

4. Constitution

Mrs Davidson outlined the membership of the Joint Committee which consisted of a member from each of the constituent authorities and the Chair of SPT.

5. Appointment of Chair

Nominations were sought for the post of Chair.

Thereon, Councillor George Redmond, seconded by Councillor Alan Moir, moved that Councillor Kaye Harmon be elected to the post of Chair and there being no further nominations, the Joint Committee agreed unanimously to appoint Councillor Harmon who took the Chair for the remainder of the meeting.

6. Minute of previous meeting

The minute of the meeting of 27 January 2012 was submitted and approved as a correct record.

7. Strathclyde Concessionary Travel Scheme Joint Committee – briefing note

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There was submitted and noted a briefing note (issued) by the Treasurer

- (1) outlining the terms, role and responsibility of the Joint Committee in relation to the policy and delivery of concessionary travel within the Strathclyde area; and
- (2) providing background information relating to the recent changes to the Strathclyde Concessionary Travel Scheme.

8. 2011/2012 Abstract of Accounts

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There was submitted and approved a report (issued) of 15 June 2012 by the Treasurer requesting that the Joint Committee agree that the draft abstract of accounts appended to the report for the financial year ending 31 March 2012 be submitted to the Controller of Audit.

9. Strathclyde Concessionary Travel Scheme: Update on 2012/2013 changes and monitoring of performance and costs

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With reference to the minute of 27 January 2012 (page 1, paragraph 4) when the Joint Committee had agreed to the following changes to the Strathclyde Concessionary Travel Scheme (SCTS) for 2012/2013:-

- (1) to amend the rail elasticity value for calculating operator reimbursement to -0.6;
- (2) to amend the ferry generation factor for calculating operator reimbursement to 0.5;
- (3) to amend the Subway elasticity value for calculating operator reimbursement to -0.6; and
- (4) to introduce an evening peak restriction on rail travel, Monday to Friday between 16:30 and 18:00 (excluding journeys being made for hospital appointments or for those people living in rural areas who held a valid ferry card); and
- (5) to maintain the basic concessionary fare for 2012/2013 at 80p single, £1.20 return,

there was submitted a report (issued) of 12 June 2012 by the Treasurer/Secretary,

- (a) providing detail on the monitoring and impact of the scheme changes which had been introduced for 2012/2013; and
- (b) appending
 - (i) a summary of the key changes to the scheme undertaken since 2009, following a comprehensive view of the scheme; and
 - (ii) the patronage and scheme costs which illustrated that whilst demand for the Scheme remained strong, reimbursement costs had been reduced from a projection of over £5m per annum, to around £4m in the past two years.

After discussion, particularly relating to the provision of concessionary travel for young people on Scottish islands, the Joint Committee agreed

- (A) that a further monitoring report would be provided at the next meeting of the committee in December 2012; and
- (B) that a report be submitted to a future committee on concessionary travel for young people on ferry services.

10. Internal Audit Coverage

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There was submitted and noted a report (issued) of 7 June 2012 by the Treasurer

- (1) explaining that as Strathclyde Partnership for Transport and the Strathclyde Concessionary Travel Scheme Joint Committee shared many common systems, a joint annual report and internal audit plan had been compiled for the two organisations;
- (2) appending
 - (a) the Internal Audit Annual Report 2011/2012 which
 - compared actual activity with planned activity;
 - demonstrated the extent to which the audit needs of the Partnership and the Joint Committee had been met and highlighted the significant findings to date;
 - commented on the soundness of both organisations' internal controls which had been examined in accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice; and
 - concluded that reasonable assurance could be placed upon the adequacy and effectiveness of the Partnership and Joint Committee internal control systems in the year to 31 March 2012; and
 - (b) the internal audit plan for 2012/2013 which
 - translated the audit strategy into a schedule of audit assignments;
 - defined the purpose and duration of each audit assignment; and
 - provided a framework for direction and control.

11. Status report on performance of Travel Card Unit

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There was submitted and noted a report (issued) of 8 June 2012 by the Treasurer,

- (1) informing members of the performance of SPT's Travel Card Unit and ongoing associated issues;
- (2) advising members that a review of the call menu options to provide more useful call category data from the digital call centre software was underway in conjunction with SPT IT and the relevant service providers, the aim of which was to provide more useful call data from the digital call centre software;
- (3) enclosing as appendices to the report various charts which highlighted the number of incoming calls and calls answered by the unit between 2008 - 2012; and
- (4) explaining that current call volumes for 2011/2012 were 9.85% higher than 2010/11 which demonstrated the fourth successive year of increased call volume handled by the TCU.