

Minute of Strathclyde Concessionary Travel Scheme Joint Committee

30 September 2022

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 12.00pm on 30 September 2022

Present Councillors Maureen Devlin, Stephen Dornan, William Goldie, Neal Ingram*, Jim McLean* (Substitute), Malcolm Mitchell*, Alan Moir, Donald Reid, William Sinclair* 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 and Karen Jones of Azets (External Auditors)

Opening Remarks

Given this was the first meeting of the Joint Committee, the Committee Secretary sought and the Committee agreed for the recording of the Joint Committee meetings to commence.

1. Appointment of Chair

The Joint Committee Secretary sought nominations for the position of Joint Committee Chair. Cllr Wilson nominated Cllr Dornan and Cllr Moir seconded the nomination. There being no other nominations, Cllr Dornan was appointed as the Strathclyde Concessionary Travel Scheme Joint Committee Chair.

2. Apologies

Apologies were submitted from Councillors Ian Cochrane, Cathy McEwan and Owen O'Donnell.

3. 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.

4. Minute of previous meeting

[Click here to view the minute](#)

The minute of the meeting of 18 March 2022 was submitted and approved as a correct record.

5. Annual Accounts 2021/2022

[Click here to view the report](#)

There was submitted a report (issued) of 12 September 2022 by the Treasurer recommending the Committee consider the audited annual accounts and approve them for signature no later than 30 September 2022, thus ensuring compliance with the Local Authority Accounts (Scotland) Regulations 2014.

After hearing from Mr Paul, the Committee approved the signing of the SCTSJC financial statements for the year ending 31 March 2022.

6. 2021/22 Annual Audit Report

[Click here to view the report](#)

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There was submitted a report (issued) of 12 September 2022 by the Treasurer providing the Committee with the '2021/22 Annual Audit Report to members of the Strathclyde Concessionary Travel Scheme Joint Committee and the Controller of Audit' produced by the appointed external auditor Azets.

After hearing from Ms Jones of Azets in response to members' questions, and highlighting that the report:

- (i) confirmed an unqualified audit certificate had been issued;
- (ii) noted the external auditor had been supplied with high quality supporting documents in the course of their work; and
- (iii) confirmed that in the view of the external auditor appropriate arrangements were in place to manage the medium to long term financial position.

The Committee noted the finalised '2021/22 Annual Audit Report to members of the Strathclyde Concessionary Travel Scheme Joint Committee and the Controller of Audit'.

Thereafter Mr Wylie expressed his thanks to both the corporate finance team and Azets for the work done, noting that this was the final year of appointment for Azets.

7. Final Outturn for financial year 2021/2022 and Revenue Monitoring Report as at 20 August 2022, Period 5

[Click here to view the report](#)

There was submitted a report (issued) of 12 September 2022 by the Treasurer advising members of:

- (i) the final outturn for the financial year 2021/2022; and
- (ii) the revenue expenditure incurred at the end of Period 5 (20 August 2022), together with the projected outturn to the end of the current financial year.

After discussion and hearing from Mr Paul, Mrs Davidson, Mr Breen and Mr Wylie in answer to members' questions, specifically relating to the level of reserves, the Chair noted given the complimentary nature of the matters under consideration, the importance of the SPT Partnership being aware of the Joint Committee's work. Thereafter, the Committee approved:

- (i) the circulation of previous reports into the fare structure for the local scheme;
- (ii) the final outturn position for 2021/2022;
- (iii) the projected outturn position for 2022/2023 based on the information available at the end of P5; and
- (iv) the implementation of the new fare structure will be considered in the Proposed Revenue Budget 2023/2024 paper going to the next Joint Committee, and would take account of the ongoing cost of living pressures as well as the level of available reserves.

8. Performance and Reimbursement Update: 2021/2022 year-end and Quarter 1, 2022/2023

[Click here to view the report](#)

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There was submitted a report (issued) of 21 September 2022 by the Treasurer updating the Committee on the Strathclyde Concessionary Travel Scheme's performance and reimbursement results for 2021/2022 financial year-end and for 2022/2023 Quarter 1 (April-June).

After hearing from Mr Breen in answer to members' questions, the Committee noted the contents of the paper and in particular the continued impact of Covid-19 on the patronage levels, and the potential impact of cost of living pressures on concessionary travel demand and on operator reimbursement costs.

9. Strathclyde Concessionary Travel Scheme – Ticketing Enhancements

[Click here to view the report](#)

There was submitted a report (issued) of 12 September 2022 by the Treasurer recommending the Committee approve

- (i) the introduction of digital enhancements to Strathclyde Concessionary Travel Scheme ticketing on eligible Caledonian MacBrayne ferry routes; and
- (ii) to update the Joint Committee on work to improve ticket accessibility at ScotRail stations across the region.

After hearing from Mr Breen in answer to members' questions the Committee welcomed the report and the advancements being made and:

- (i) approved the introduction of enhancements to Strathclyde Concessionary Travel Scheme ticketing on eligible Caledonian MacBrayne ferry routes; and
- (ii) noted the ongoing work between SPT and ScotRail to seek ticketing enhancements.

10. Concessionary Travel Unit – Update on Performance

[Click here to view the report](#)

There was submitted a report (issued) of 14 September 2022 by the Treasurer updating the Committee on the travel card unit performance relating to card application and renewals and to provide a summary of proposed changes to the national concessionary travel scheme which may impact the local Strathclyde Concessionary Travel Scheme and the planned support to the Young Persons' Free Bus Travel Scheme (U22's).

After hearing from Mr Wylie in answer to members' questions the Committee:

- (i) noted the contents of the report and agreed more specific KPI information would be developed for future reports;
 - (ii) noted the progress made with digital enhancements, recognising that arrangements must be in place to ensure those unfamiliar or unable to use technology were not disadvantaged;
 - (iii) welcomed further future integration to improve the service further; and
 - (iv) welcomed the development of support to local authorities following the 'Under 22 concession bus' marketing national campaign.
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