

WEST YORKSHIRE PASSENGER TRANSPORT AUTHORITY

**AT A MEETING OF THE CONCESSIONARY FARES WORKING GROUP
HELD AT WELLINGTON HOUSE ON 22 MAY 2007**

PRESENT: Councillor M Walker (Chair)
Councillors D Blackburn, D Congreve and P McBride

15. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Jarosz.

16. DECLARATIONS OF INTEREST

There were no personal or prejudicial interests declared by members at the meeting.

17. MINUTES

RESOLVED - That the minutes of the meeting held on 31 January 2007 be approved.

18. PERMIT ISSUE FOR THE 2008 ENGLISH NATIONAL CONCESSIONARY TRAVEL SCHEME

The Working Group considered a report of the Passenger Transport Executive on the issue of new concessionary permits for the 2008 English Concessionary Travel Scheme.

It was reported that the Department for Transport (DfT) had established Working Groups to consider issues regarding technology and concessionary permits and tenders had been invited for the issue of ITSO compliant smartcards. Metro was contributing to the work of the Groups and members noted the DfT's data requirements for issuing new passes which was attached as Appendix 1 to the submitted report. It was noted that the DfT had recommended that data and digital images of permit holders should be captured by 1 August 2007.

The Working Group were advised of the options which had been investigated to identify the most appropriate method to capture the data and images and considered the proposals for submitting and processing application forms. It was suggested that using the existing retail network of Post Offices and Travel Centres, together with a bureau service for scanning forms and

photographs, would be the most efficient and lowest risk option if the DfT's deadlines were to be met.

It would be desirable for all existing permit holders to visit a Post Office or Travel Centre within the next few months in order for the data to be captured so that a new permit could be issued before 1 April 2008. New applicants would be asked to complete a revised form and supply a duplicate photograph to enable data capture. Members considered the information and marketing requirements and it was noted that details would be advertised on buses, in timetables and through Metroline. It was suggested that the possibility of a joint marketing campaign, relating to the Senior Citizens Rail Card, with train operating companies also be investigated.

Members noted the estimated financial and proposed staffing implications and requested further information once more accurate costs were known. They were advised that a report would be prepared for consideration by the Authority when details of DfT funding and permit issue were available.

RESOLVED -

- (a) That the approach regarding the issue of concessionary permits be endorsed.
- (b) That further reports be prepared for consideration by the Working Group and Authority.

19. CONCESSIONARY FARES UPDATE

The Working Group considered a report of the Passenger Transport Executive on the outcome of discussions with operators regarding concessionary travel in 2007/08.

It was reported that a meeting of the Appointed Members had been held on 17 May 2007 to consider the budget for concessionary travel following the Adjudicator's determination of the First appeal, and associated cost recovery from bus operators. Members were advised that the discussions with the operators had been constructive and their co-operation had been welcomed. Detailed information regarding the outcome of the discussions and recommendations for the Authority's budget in 2007/08 were set out in the report to the Appointed Members which was attached as Appendix 1 to the submitted report.

Members noted that the arrangements would be kept under review and further discussions would be required regarding arrangements from 1 April 2008. A report would be prepared for the Authority following the completion of a review of patronage and reimbursement for 2006/07 and once further discussions on cost recovery for the provision of passenger information had been held.

RESOLVED - That the report be noted.