

**Special Zetland Transport Partnership
Council Chamber, Town Hall, Lerwick
Friday 21 September 2018 at 3pm**

Present:

R Roberts
D Sandison
D Simpson

Advisers:

S Mathieson

Apologies:

R Hunter
A Priest
R McGregor
R Thomson
S Laurenson
J Smith

In attendance (Officers):

M Craigie, Lead Officer
R Barton, Transport Policy and Projects Officer
H Tait, Acting Executive Manager – Finance
C McCourt, Financial Accountant
P Wishart, Solicitor
L Malcolmson, Committee Officer

Also:

Mr Healy, Deloitte LLP
Mr Corrigan, Deloitte LLP

Chair

Mr Sandison, presided as Chairperson of the Partnership, pro tem.

Circular

The circular calling the meeting was held as read.

Declarations of Interest

None.

21/18 **Annual Audit Report on the 2017/18 Audit for ZetTrans**

The Partnership considered a report by the Acting Proper Officer for Finance (ZTP-24-18-F) which presented the findings of the 2017/18 audit contained in the annual report prepared by the external auditors, Deloitte LLP.

Mr Healy and Mr Corrigan introduced the Annual Audit Report, and advised that an unmodified opinion had been given on the accounts. Comment was made that the Partnership should not be reliant on the Council's Medium Term Financial Plan

given the Council's current financial position, and it was stated that ZetTrans should deal with the allocation of funding up front.

In response to a question the Lead Officer confirmed that management would pick up on the comment made in regard to the Medium Term Financial Plan through early discussion with the newly appointed Executive Manager – Finance.

Decision:

The Partnership:

- NOTED the findings of the 2017/18 audit as contained in the external auditor's annual report;
- NOTED the agreed Action Plan as outlined in the Annual Report;
- CONSIDERED a verbal report by the external auditor; and
- APPROVED the audited Annual Accounts for 2017/18 (Appendix 2) for Zetland Transport Partnership for signature.

22/18

Zetland Transport Partnership - Management Accounts 2018/19 - Projected Outturn at Quarter 1

The Partnership considered a report by the Acting Proper Officer for Finance (ZTP-25-18-F) that presented the projected outturn position for 2018/19 as at the end of the first quarter.

The Acting Proper Officer for Finance summarised the main terms of the report and advised on the need for an increased contribution of £16k due to public bus service contracts.

The Lead Officer reported that the variance in absolute terms was relatively minor. He said that the budget is set on assumptions but that Officers do all they can to make sure that the income is well managed. He went on to explain that the only variable in the budget was income and that was determined by behaviours and patterns of use. The Lead Officer said that it was difficult to change patronage on buses and raising fares would be difficult. In terms of tourist travel, the Lead Officer said that Officers were going through a process of identifying the type of users and how the service may be planned to promote more use of the services available.

Decision:

The Partnership NOTED the Management Accounts showing the draft outturn position for 2017/18.

23/18

ZetTrans DRAFT Response to the Call for Views on the Transport (Scotland) Bill

The Partnership considered a report by the Lead Officer (ZTP-26-18-F) that sought approval for the ZetTrans draft response to the Scottish Government's Call for Views on the Transport (Scotland) Bill.

The Lead Officer introduced the report and advised that stakeholders had fed into the consultation process. The Lead Officer provided an explanation behind the responses to each of the six areas identified by the Government for comment.

During discussion it was agreed that the Lead Officer would refine the Partnership's response taking into account comments made on:

- Part 3 – Ticketing Arrangements and Schemes last bullet point – these changes give powers to Scottish Ministers to do things that do not fit with local decision making. Make it clear that the changes do not override local decision making.
- Part 6 – Regional Transport Partnerships Financing – ensure there is a plan around what the changes are and these will be accommodated by the Partnership. There will be challenges in future funding based on estimates but there is risk of ZetTrans facing deficits.

Mr Sandison moved that the Board approve the recommendations contained in the report with the addition that the response will be refined to take account of comments received.

Decision:

The Partnership APPROVED the ZetTrans draft response to the Scottish Government's Call for Views on the Transport (Scotland) Bill, with the addition that the response will be refined to take account of comments received.

The meeting concluded at 3.55pm.

CHAIRPERSON