

Concessionary Travel Survey (2019 survey)

The personal data you provide is purely for the purpose of DfT being able to contact you in regards to this survey and also to send you details of next year's survey. This information is gathered in connection with our public task as a government department. Further details on DfT's privacy policy can be found at www.gov.uk/dft/privacy-policy. We will share your information with Kenda (our contractor who host the survey) so that your contact details can be included in the online survey form when you log in. Your personal data will be stored in an Excel database so we can send you next year's survey. For any further correspondence about any of our surveys/publications, please contact bus.data@dft.gov.uk.

Section 1 – TCA/Scheme details

1. Give your contact details below

1(a)	Name of Local Authority (LA)?
2(a)	Your Name
2(b)	Your e-mail address
2(c)	Your telephone number

Section 2 – Concessionary passes

3. Please specify the average number of concessionary pass holders in your authority in 2018/19, broken down by type of pass where possible

3(a)	Number of ENCTS passes for older or disabled people
3(a)i	Of which ENCTS passes for older people
3(a)ii	Of which ENCTS passes for disabled people
3(b)	Discretionary passes for older people
3(c)	Discretionary passes for disabled people
3(d)	How many of the disabled passes listed in (a)ii and (c) include a companion entitlement - either as part of the disabled pass itself or an additional pass issued alongside the disabled pass.
3(e)	If you have other companion concessions, please give details below. For example, issuing companion passes to those eligible on age grounds but have a disability that warrants the companion supplement.

3(f)	Please provide details of the basis for your estimates (e.g. method to calculate annual averages, treatment of individuals who qualify for ENCTS).
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Section 3 – Concessionary bus journeys

4. What was the number of concessionary bus journeys made by older/disabled people in 2018/19 originating in your TCA which were subject to concessionary fare reimbursement?

4(a)	Total concessionary bus journeys by older/disabled people
4(b)	Of which ENCTS statutory bus journeys
4(c)	Please provide details of the basis for your estimates and assessment of the reliability of the figures/underlying the data in this question.

Section 4 – Expenditure on concessionary travels

5. Please provide figures for Total Net Current Expenditure on concessionary travel in 2018/19 and a breakdown by statutory and discretionary net expenditure.

5(a)	Total Net Current Expenditure (£)
5(b)	Of which ENCTS statutory net expenditure (£)
5(c)	Of which ENCTS enhancements net expenditure (£)
5(d)	Of which Other concessions net expenditure (£)
5(e)	Please provide details of the basis for your estimates (e.g. methodology used to split expenditure between statutory and discretionary) and assessment of the reliability of the figures/underlying data.

Section 5 – Reimbursement total

6. What was the total expenditure on reimbursement of bus operators for concessionary travel by ENCTS pass holders in 2018/19?

6	Total reimbursement due (£)
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Section 6 – Reimbursement breakdown

7. Please provide details of the revenue forgone component of the total reimbursement expenditure in 2018/19.

7(a)	Total revenue forgone (£)
7(b)	Average fare forgone for the TCA (£)

8. Please provide details of the additional costs component of this total expenditure in 2018/19.

8(a)	Total generated journeys
8(b)	Total additional costs (£)
8(b)i	Of which Scheme administration costs (£)
8(b)ii	Of which Total Marginal Operating Costs (MOCs) (£)
8(b)iii	Of which Total Marginal Capacity Costs (MCCs) (£)
8(b)iv	Of which Total Peak Vehicle Requirement (PVR) costs (£)
9	If you are unable to supply details of some or all of your reimbursement arrangements because they are different from the format requested, please provide further information below (e.g. fixed pots). Please provide any additional comments which you think may be helpful in understanding your data (e.g. significant changes since last year).

Section 7 – Reimbursement methods

10	Do you have any fixed term arrangements for reimbursement?
11	Are you using some or all elements of the DfT guidance, as either a starting point for negotiations with bus operators or to calculate reimbursement due in 2018/19?
12	Does your authority use smart ENCTS data as its primary evidence base for reimbursing bus operators? If not please briefly describe what evidence is used?

13	Note: Q13 is a voluntary question and not on the Single Data List:	
	Does your authority 'hotlist' invalid ENCTS passes?	
	If yes, does your authority also:	
	a	Share details of ENCTS permits it has 'hotlisted' with other authorities?
	b	Include in its own master list details of ENCTS permits that have been 'hotlisted' by other authorities?
14	If you use the guidance, which elements do you use? Please select all that apply	
	Average Fares	
	a	Discount fare method
	b	Basket of fares method
	Demand	
	c	DfT RF Calculator (Single Demand Curve)
	i	Percentage change in operator-specific nominal fares between 2005/06 and current reimbursement period
	ii	TCA-wide change in nominal average fares
	iii	National Bus Index
	Additional costs	
	d	Marginal Operating Costs (MOCs) calculator
	e	Marginal Capacity Costs (MCCs) model in DfT calculator
	<i>Please state whether you use default values, local values or a mixture of both.</i>	
	i	Default values only
ii	Local Values only	
iii	Mixture of default and local values	
f	Peak Vehicle Requirement (PVR) calculations	
15	If you do not use the guidance at all, or do not use certain elements of it, please provide brief reasons for this and specify what methods you use instead.	

Section 8 – Discretionary concessions

16. Please specify what discretionary concessions you offer in 2019/20 in addition to the statutory scheme and for various groups of people.

16	a	Older people below the eligible pension age
	b	Disabled people who do not meet the statutory eligibility criteria
	c	Companions to disabled people
	d	Young people
	Note: (i), (ii) and (iii) below are <u>voluntary</u> questions and not on the Single Data List:	
	Please specify the age groups for youth concessions:	
		(i) <i>5-15 years</i>
		(ii) <i>16-18 years</i>
		(iii) <i>19-25 years</i>
	e	Unemployed people
	f	Others

17. Please specify what discretionary concessions you offer to ENCTS passholders in respect of time of travel in 2019/20.

17	a	Statutory minimum only (9.30am to 11pm Mon-Fri and all day on weekends and public holidays)
	b	Pre-9.30 start Mon-Fri
	c	If a pre-9.30 concession is offered, please specify start times and whether a fare is charged
	d	Extension beyond 23:00 Mon-Fri
	Note: question 17(e) is a <u>voluntary</u> question and not on the Single Data List:	
	e	Do you accept the use of discretionary companion passes that are issued by other TCAs?
If yes: Add details if you do accept discretionary companion passes		

18. Please specify what discretionary concessions you offer to ENCTS passholders in addition to the statutory scheme in respect of services plus any details of restrictions on services or eligibility in 2019/20.

18	a	Trams / light rail / metro services
	b	National rail services (excluding discounted Railcards)
	c	Ferry services
	d	On-demand transport services (Dial-a-Ride)
	e	Park and Ride
	f	Taxi tokens / travel vouchers / direct payments
	g	Community Transport
	h	Other (e.g. discounted Rail Cards, heritage train services)
	i	If you offer 'other' enhancements, please specify what these are

19. If there are any restrictions on service or eligibility which you have not mentioned above, please do so here. You can also use this section to expand on the details of what you offer, explain concessions offered to non-statutory groups, variations across authorities within the scheme, or any other types of discretion not covered in this section.

Section 9 – Concessions for young people

20(a)	Do the main bus operators in your authority / scheme offer commercial concessions to young people in 2019/20?
20(b)	If you have answered Yes to question 20(a) please provide further information.
21(a)	Do you publish a Transport Policy Statement for 16-19 year olds?
21(b)	If you have answered Yes to question 21(a) please provide details of the web link.
22	Please provide further details on the age groups covered, fare charged, time period covered, geographical restrictions and any other information as appropriate. Please do not include the statutory travel to school responsibilities or contracted school services.