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**Glasgow Bus Partnership Steering Group Meeting**

**Minutes of Meeting**

**8th February 2021 – 2:30pm to 4:30pm**

**MS Teams Call**

**Attendees:**

**Independent Chair:** Joan Aitken (JA)  
**GCC:** George Vincent (GV)  
Christine Francis (CF)  
Marshall Poulton (MP)  
Steven Gray (SG)  
Laura Flood (LF, Notetaker)  
**NLC:** Nicole Paterson (NP)  
**SLC:** Colin Park (CP)  
**RC:** Gerard Hannah (GH)  
**EDC:** Thomas McMenamin (TM)  
**SPT:** Bruce Kiloh (BK)  
Gordon Dickson (GD,SPT)  
**CPT:** Paul White (PW)  
**FirstGroup:** John Dowie (JD)  
Duncan Cameron (DC)  
**McGills:** Ralph Roberts (RR)  
Colin Napier (CN)  
**West Coast Motors:** Murray Rogers (MR)  
**BUS:** Greig Mackay (GM)  
**Aecom:** Richie Fraser (RF)  
Andy Pike (AP)  
**Community Transport:** Graham Dunn (GD, CT)  
**StageCoach:** Fiona Doherty(FD)  
**TS:** Lucia Webster (LW)  
Ravi Grandhi (GH)  
Fiona Brown (FB)  
**Sustrans:** Chiquita Elvin (CE)

**Apologies:**

**West Coast Motors:** Sharon Morrison (SM)  
**FirstGroup:** Andrew Jarvis(AJ)  
**TS:** Bridget Bryden (BB)  
Peter Grant (PG)  
**ERC:** Jane Corrie (JC)  
**IC/WC:** Gail MacFarlane (GM)  
**SPT:** Donald Booth (DB)

Item	Discussion/Decision	Actions
1.	<b>1. Welcome and Introductions</b>  - JA welcomed everyone to the meeting & introduced new Local Authority members and Sustrans to the Meeting.	
2.	<b>2. Transport Scotland officials - (1) Fiona Brown and Ravi Grandhi, TS Glasgow Managed Motorways Project</b>  - FB: Strategic business case completed and taken to the Project Board & Senior Management at TS.	

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	<ul style="list-style-type: none"> <li>- <b>FB:</b> Consultation Paper was completed before Christmas for Motorways (M90) Hermiston Gait and the trialling of the single deck autonomous buses will be required to safely interact with other traffic in a live road environment.</li> <li>- <b>FB:</b> Strategic business case; this involves transport investment, appraisal guidance following STAG for ministers to invest in, appraisal of different options, determining those options ie road scheme case, outline business case, design and development processes.</li> <li>- <b>FB:</b> Transport modellers, review methodology, sensitivity in testing, key issue: review impact on scheme, marginal, disbenefit; less roads for cars, increase journey space for buses.</li> <li>- <b>FB:</b> Stakeholder Group: SPT, GCC and LA Officers onboard.</li> <li>- <b>FB:</b> Climate change target, traditional metrics don't measure, further testing, what we are aiming for, research other modes (modal shift), review traffic conditions.</li> <li>- <b>FB:</b> Assumptions; hard shoulder- Max speed limit: 40 mile an hour, benefits for buses.</li> <li>- <b>FB:</b> Quantify schemes through assumptions.</li> <li>- <b>FB:</b> Objectives: prioritise bus , reduce emissions, , recognition of Glasgow city council plans with the motorway network.</li> <li>- <b>RG:</b> Discussed the 5 initials options regarding Managed Motorways which included m8, m80 and m77.</li> <li>- <b>FB:</b> The Strategic Business Case will be published when the stakeholders have been updated, no definitive date has been given.</li> <li>- <b>FB:</b> £500 million bus partnership fund will be used for both TS managed motorway projects and for the BPRDF.</li> <li>- <b>RR:</b> the strategic business case should pay cognisance to the number of people who benefit. Each motorway corridor into Glasgow is different and frequency of service and volume of buses (including coaches that are on registered services) needs to play a large part in the evaluation process</li> <li>- <b>JD:</b> Do more due diligence on costs as these seemed light on basis of English comparators.</li> <li>- <b>JD:</b> That the relative benefits of managed motorway and LA highway interventions need to be compared, so that funding is used to maximum effect.</li> </ul> <p><b>Bus Partnership Bid. (2) Lucia Webster</b></p> <ul style="list-style-type: none"> <li>- <b>LW:</b> advised the of the Bus Partnership Convergence on the 17<sup>th</sup> February 21</li> <li>- <b>MP:</b> Bid Process; 16th April 2021 is the last submission date; what is the process regarding future bidding process between September and October 2021.</li> <li>- <b>LW:</b> SMT will sign off offers are given in early June at the latest, LA given the chance to reissue papers on 15th October 2021.</li> <li>- <b>CP:</b> Can the timeframe of the project extend further than the five years?</li> <li>- <b>LW:</b> Different for each partnership, dependant different timeframe i.e., 18 months or 6 months for business case; all details will be confirmed in the offer letter.</li> </ul> <p>➤ <b>FB/RG: Will share presentation slides to everyone at the meeting</b></p>	<b>FB/RG</b>
3.	<p><b>3. Minutes of meeting of 18 January 2021 - and to confirm names may be shown unredacted in draft and final minutes from now on (unless opt out)</b></p> <ul style="list-style-type: none"> <li>- <b>JA:</b> Advised members to contact SG/LF if they want to opt out.</li> </ul>	
4.	<p><b>4. Any matters arising not otherwise on the agenda.</b></p> <ul style="list-style-type: none"> <li>- No Comments given.</li> </ul>	
5.	<p><b>5. The Glasgow Conversation - what the public told GCC</b></p> <ul style="list-style-type: none"> <li>- <b>JA:</b> A Public Conversation on Glasgow's Transport Future – Main Report of Findings issued on GCC website in February.</li> <li>- <b>JA:</b> Report is around 100 pages long, report was produced by Deborah Paton, Active Strategy Transport Manager. Data derived from workshops and survey, worth reviewing.</li> </ul> <p>The public conversation can be found at:  <a href="https://www.glasgow.gov.uk/councillorsandcommittees/submissiondocuments.asp?submissionid=99227">https://www.glasgow.gov.uk/councillorsandcommittees/submissiondocuments.asp?submissionid=99227</a></p>	

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6	<p><b>6. Operators - data agreements.</b></p> <ul style="list-style-type: none"> <li>- <b>JA:</b> First bus has signed up. McGills/StageCoach/Citylink/West Coast Motors will sign up.</li> <li>➤ <b>BusOps:</b> Actions: Remainder of BusOPS to ensure they have signed up.</li> </ul>	BusOps
7	<p><b>7. City Region Local Authorities - relationships to the bid and any bus partnership</b></p> <ul style="list-style-type: none"> <li>- It was decided in the meeting that all projects would come through one BPRDF bid, any meetings and workshops feedback/information would be given to the BSP group.</li> <li>➤ <b>TM:</b>Actions: Will set up a meeting between consultant Chris Paterson and AP to discuss/provide any information relating to the BPRDF bid.</li> </ul>	TM
8	<p><b>8. Aecom - progress reports including any feedback from initial workshops (Tickets; Infrastructure 1; Network; Data) and any other bid update.</b></p> <ul style="list-style-type: none"> <li>- <b>AP:</b> Tickets; Network; Data workshops have already taken place.</li> <li>- <b>AP:</b> Early next week will pull together initial set of findings around infrastructure, feed in to everything we have been given from LA and bus operations.</li> <li>- <b>AP:</b> Infrastructure workshop is on Wednesday 10<sup>th</sup> February 2021, 1:30 to 3:30pm.</li> <li>- <b>AP:</b> Further infrastructure workshop and operational standards; aspirations for the next 5 years and analysis gathered to be included in the bid.</li> <li>- <b>MP:</b> Advised everyone to provide any feedback by Tuesday 9<sup>th</sup> February 2021 and he will send it onto AP on Tuesday 9<sup>th</sup> February 2021 (Afternoon).</li> <li>➤ <b>MP: Action:</b> Will send feedback from Workshops.</li> </ul>	MP
9	<p><b>9. AOCB</b></p> <ul style="list-style-type: none"> <li>- No other comments given.</li> </ul>	
10	<p><b>10. Next Meeting</b></p> <p><b>Next Meeting Date:</b> 1<sup>st</sup> March 2021, 2:30pm – 4:30pm</p>	ALL