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## Glasgow Bus Partnership (GBP) Steering Group Meeting

### Minutes of Meeting

Monday 9<sup>th</sup> May 2022 – 2:30pm to 4:00pm

#### MS Teams Call

<b>Attendees:</b>	<b>Independent Chair:</b>	Joan Aitken	(JA)
	<b>GCC:</b>	Stephen Macleod	(SML)
		Deborah Paton	(DP)
		Angus Bodie	(AB)
		Christine Francis	(CF)
		Kevin Argue	(KA)
		Lindsay Richardson	(LR)
	<b>Renfrewshire:</b>	Gerard Hannah	(GH)
	<b>SLC:</b>	Stuart Laird	(SL)
	<b>SPT:</b>	Bruce Kiloh	(BK)
		Gordon Dickson	(GDK)
		Donald Booth	(DB)
	<b>FirstGroup:</b>	Duncan Cameron	(DC)
		Paul Clark	(PC)
		Graeme Macfarlan	(GRM)
	<b>McGills:</b>	Ralph Roberts	(RR)
	<b>West Coast Motors:</b>	Sharon Morrison	(SM)
	<b>Community Transport:</b>	Graham Dunn	(GD)
	<b>Transport Scotland:</b>	Vedran Becirbasic	(VB)
	<b>Sustrans:</b>	Michael Melton	(MM)
	<b>BUS:</b>	Greig Mackay	(GM)
	<b>Jacobs:</b>	Andrew Kelly	(AK)
	<b>Steer:</b>	John Geelan	(JG)

#### Apologies :

Marshall Poulton, Glasgow City Council  
Claire Stewart, Transport Scotland  
Colin Craig, West Coast Motors  
Colin Napier, McGills  
Colin Park, South Lanarkshire Council  
Eric Lesley, Transport Scotland  
Fiona Doherty, Stagecoach  
Fraser Smith, Stagecoach  
Gary Wood, North Lanarkshire Council  
Jane Corrie, East Renfrewshire Council  
Jennifer Ruddick, Transport Scotland  
John Shelton, East Renfrewshire Council  
Lesley Ann Biggam, North Lanarkshire Council  
Davina Bright, Sustrans  
Murray Rogers, West Coast Motors  
Paul White, CPT  
Sharon Wood, Transport Scotland  
Stephen Gibson, Glasgow City Council  
Stephen Herron, Renfrewshire Council  
Steve Gray, Glasgow City Council (SG)  
Steven Walker, Inverclyde Council  
Thomas McMenamin, East Dunbartonshire Council  
Daniel Spencer, Transport Scotland  
Liam Greene, West Dunbartonshire Council  
Gail MacFarlane, Inverclyde/West Dunbartonshire Councils

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<b>Item</b>	<b>Discussion/Decision</b>	<b>Actions</b>
1.	<p><b>Welcome and apologies and updates to the group membership</b></p> <ul style="list-style-type: none"> <li>JA welcomed KA to the GBP Steering Group and Workstream B</li> <li>JA also welcomed AK and JG (Consultants) to the GBP Steering Group Meeting</li> <li>JA congratulated DP on becoming Head of Transport Strategy at GCC</li> <li>JA reported that John Dowie (FirstGroup) had retired and that Marshall Poulton's contract with GCC will end shortly. She expressed her appreciation of their respective hugely helpful contributions to the GBP Steering Group.</li> </ul>	
2.	<p><b>Minutes of last meeting 14<sup>th</sup> March 2022 and matters arising not otherwise on the agenda</b></p> <ul style="list-style-type: none"> <li>Attendees reviewed the actions and approved the Minutes of the last meeting</li> <li>SML to upload the approved Minutes onto the GCC website</li> <li>As a matter arising (para 6 JA exhorted all operators to engage fully with the City Centre Transformation Plan and forthcoming consultation as a critical opportunity to influence the layout and running of the city centre)</li> </ul>	<b>SML</b>
3.	<p><b>Transport Scotland (TS) update</b></p> <ul style="list-style-type: none"> <li>VB to issue TS organogram to the wider GBP</li> <li>VB asked when the GBP intends to issue a change control request for the Project Plan. SML has assured VB that the Project Plan will be re-baselined this week after receiving the Programme from Jacobs/Steer. SML aims to issue change control request by end of this week.</li> </ul>	<b>VB</b> <b>SML</b>
4.	<p><b>GCC Reports:</b></p> <p>a) <b>Outcome of the Local Council Elections and transport portfolio</b></p> <ul style="list-style-type: none"> <li>DP: Council has yet to formulate Committees following the Local Elections on 5<sup>th</sup> May 2022</li> </ul> <p>b) <b>Appointment of consultants Jacobs/Steer to the BPF five corridor works; methodology; timescales; and reporting</b></p> <ul style="list-style-type: none"> <li>AK and JG invited to today's meeting. They are the consultants appointed to undertake the STAG appraisal work on five bus corridors identified and allocated funding via the BPF.</li> <li>AK presented slides to attendees outlining: the scope of the commission; the project approach and programme; contacts and communications; and progress to date.</li> <li>High level delivery dates set out in the Inception Report. AK to distribute this to the wider GBP in due course.</li> <li>Stakeholder Engagement and Communications Plan under development for early discussion</li> <li>Initial criteria being developed for Streetspace Allocation Framework – workshop to be arranged in early June</li> <li>AK to issue data requests to all local authorities and bus operators this week</li> <li>Site visits (by foot and bus) being planned – input from all parties welcome</li> <li>GD asked if the objectives for the five bus corridor works will align with the Glasgow LEZ. AK to follow up with WDC on Dumbarton Road works. Objectives based on those set in the BPF application that was submitted last year.</li> <li>AK to set up 'sharepoint' central filing system to share data with GBP members.</li> </ul> <p>c) <b>BPF Strategy Award – Bus/Metro/Strategic Bus Network Plan brief</b></p> <ul style="list-style-type: none"> <li>DP: Presentation to TS a few weeks ago with questions to help GBP scope the works for the wider strategy works.</li> <li>Draft brief has been developed by GCC and SPT; to be finalised and issued to TS for review. Aiming to commission the work soon.</li> <li>DP to share the draft brief for the wider strategy work with GBP members</li> <li>JA: need to start working on future aspirations for the GBP and plan ahead for future bids. BK to focus on this as part of the Future Funding Bids workstream.</li> </ul> <p>d) <b>Glasgow Transport Strategy and free public transport pilot</b></p> <ul style="list-style-type: none"> <li>DP presented slides to attendees providing an update on the Glasgow Transport Strategy and highlighted some of the policies put forward as part of the framework</li> <li>Keen to discuss free public transport pilot with GBP partners. DP has started scoping this. JA to add this as an Agenda Item for the next GBP Steering Group Meeting.</li> </ul>	<b>AK</b>  <b>AK/GCC</b>  <b>AK</b> <b>All</b>  <b>AK</b>          <b>DP</b> <b>BK</b>          <b>JA</b>

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	<ul style="list-style-type: none"> <li>DP to share a copy of the slides she presented to the wider GBP after this Steering Group Meeting</li> </ul>	<b>DP</b>
<b>5.</b>	<p><b>SPT update</b></p> <ul style="list-style-type: none"> <li>Brief update on Smart zonecard work: final stage of that assessment. Subject to approval by Zonecard forum, looking to bring this forward in the Summer.</li> <li>City Centre Taskforce Team has managed to secure funding for works to investigate ways of bringing people back into the City Centre.</li> <li>Regional Transport Strategy currently being prepared – going out for consultation in the Summer.</li> <li>Rollout of bus priority traffic lights to continue in the Glasgow City Region.</li> </ul>	
<b>6.</b>	<p><b><u>Glas-Go Bus Alliance and promoting bus use</u></b></p> <ul style="list-style-type: none"> <li>DC/RR SM reported on initiatives from operators including commencement of First's tap on tap off facility; that discussions were continuing re multi-ticketing for Workstream E; that driver shortages continues as a major problem; that Alliance briefings for Councillors and other stakeholders would resume now that the elections were passed. This gave rise to a wider discussing on publicising the work of the Partnership to newly elected councillors and other stakeholders. RR is working up a briefing note for Renfrewshire, Glasgow &amp; Dundee councillors and this can be copied to JA as Chair for cribbing should she decide to circulate a briefing note on behalf of the GBP to each local authority councillor group / relevant committee. The emphasis should not be on Bus as a mode or bus companies but on bus users. There was uncertainty as to whether councillors would attend a Showcase.</li> </ul>	<b>Operators/JA</b>
<b>7.</b>	<p><b>Workstream reports – circulated in Dashboard format – questions and observations</b></p> <ul style="list-style-type: none"> <li>JA referred to the Dashboard, the most recent one issued on Friday 6<sup>th</sup> May 2022 in a 4-weekly pattern. Asked for Workstream Chairs to provide feedback on the current set-up and if it requires improvement.</li> <li>RR suggested that each workstream update may need a page each. SML to take this into account.</li> <li>Discussion between Chairs on updates of each Workstream</li> <li>Referring to Workstream D and the discussions on enforcement, JA expressly asked that GCC officials look at early intervention in Shawlands. Whilst she appreciated DP's wish for a managed approach, nonetheless there was an immediate issue affecting passengers.</li> </ul>	<p><b>Chairs</b></p> <p><b>SML</b></p> <p><b>GCC</b></p>
<b>8.</b>	<p><b>Moving to a formal Partnership/BSIP</b></p> <ul style="list-style-type: none"> <li>JA stressed the importance of looking into this at the next GBP Steering Group Meeting.</li> <li>JA to add this as an Agenda Item for the next GBP Steering Group Meeting.</li> </ul>	<b>JA</b>
<b>9.</b>	<p><b>AOCB and proposed dates for next meetings:</b></p> <ul style="list-style-type: none"> <li>GD raised the request in 2020 by SPT (VD to GG) to lift the existing city centre TRC (not the LEZ TRC) as being no longer required. No decision has been made by GCC as yet and he asked that be considered.</li> <li>Monday 20<sup>th</sup> June 2022                      Time 2:30pm – 4.00pm</li> <li>Monday 22<sup>nd</sup> August 2022</li> </ul>	<b>SML</b>