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Glasgow Bus Partnership (GBP) Steering Group Meeting

Minutes of Meeting

Monday 15th November 2021 – 2:30pm to 4:00pm

MS Teams Call

Attendees:

Independent Chair:	Joan Aitken	(JA)
GCC:	Stephen Macleod	(SML)
	Marshall Poulton	(MP)
	Deborah Paton	(DP)
	George Vincent	(GV)
	Christine Francis	(CF)
SLC:	Stuart Laird	(SL)
NLC:	Lesley Ann Biggam	(LAB)
SPT:	Bruce Kiloh	(BK)
	Gordon Dickson	(GDK)
	Donald Booth	(DB)
FirstGroup:	Duncan Cameron	(DC) (partial attendance)
	John Dowie	(JD)
	Paul Clark	(PC)
Stagecoach:	Fiona Doherty	(FD)
	Fraser Smith	(FS)
West Coast Motors:	Sharon Morrison	(SM)
BUS:	Greig Mackay	(GM)
Community Transport:	Graham Dunn	(GD)
Transport Scotland:	Daniel Spencer	(DS)
	Peter Grant	(PG)
	Eric Lesley	(EL)
Sustrans:	Michael Melton	(MM)

Apologies:

Steve Gray, Glasgow City Council
Lindsay Richardson, Glasgow City Council
Gary Wood, North Lanarkshire Council
Omero Riccomini, South Lanarkshire Council
Gary Wood, North Lanarkshire Council
Thomas McMenamin, East Dunbartonshire Council
John Shelton, East Renfrewshire Council
Gail MacFarlane, Inverclyde and West Dunbartonshire Councils
Stephen Herron, Renfrewshire Council
Ralph Roberts, McGills
Claire Stewart, Transport Scotland
Gerard Hannah (GH), Renfrewshire Council
Steven Walker, Inverclyde Council
Jane Corrie, East Renfrewshire Council
Andrew Jarvis, First Group
Colin Craig, West Coast Motors
Murray Rogers, West Coast Motors
Sharon Wood, Transport Scotland
Colin Park, South Lanarkshire Council
Colin Napier (CN), McGills
Paul White, CPT

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Item	Discussion/Decision	Actions
1.	<p>Welcome and apologies</p> <p>JA congratulated all members of the Group who had been active in the delivery of COP26 – simply well done.</p>	
2.	<p>Minutes of last meeting 20th September 2021, and any matters arising not otherwise on the agenda</p> <ul style="list-style-type: none"> GV updated the GBP about personnel changes within the Council that may affect the GBP. GV announced he is officially retiring in December 2021. MP will be taking over as the Council lead. As part of a new NRS structure, there will be an appointment of a new Head of Transport Policy and Planning. JA asked for an update on Item 8a Enforcement of current bus priority measures. MP had spoken to Willie Taggart about enforcement. WT will be a member of Workstream D: Enforcement. GV suggested that a report on enforcement of current bus priority measures be a standing item on the Workstream D agenda. Bus operators can report enforcement issues to the Council. SML provided a link to the enforcement webpage on the Council's website following the last GBP Meeting on 20th September. As a reminder, the link is: www.glasgow.gov.uk/parking Minutes of last GBP Meeting were agreed and can be uploaded on to the Glasgow City Council (GCC) website. 	SML
3.	<p>Transport Scotland update</p> <ul style="list-style-type: none"> PG provided an update on behalf of Transport Scotland. Jennifer Ruddock (Bus Partnership Fund Manager) will be starting in her new role tomorrow, taking over from Lucia Webster. Constructive meetings held between Transport Scotland and MP over the pace of delivery. Initial project plans being received from Bus Partnerships across Scotland. Looking for a proportionate approach to the appraisals, as this is a five-year fund. High-level guidance has been issued out to Partnerships on the meaning of 'proportionate' in relation to STAG. BPF is not first-come-first served but funding can be awarded based on merits. Transport Scotland has offered to look over skeleton appraisals produced by Partnerships. FD asked if the high-level guidance in relation to STAG can be shared with the rest of the GBP. PG confirmed this was ok and asked MP to distribute this to all GBP Members during Steve Gray's absence. 	MP
4.	<p>SPT update (information, zone cards, Leeds etc.)</p> <ul style="list-style-type: none"> GDK thanked bus operators for their support during COP26. There was an event at Buchanan Bus Station last week attended by Glas-Go Bus Alliance (GBA) which was well-received. Good support from SPT on Bus Information Standards. World Cycling Championships in Glasgow in 2023 – next big challenge ahead. BK mentioned last Operations Committee. Members approved 'MyBus' service. JA mentioned the prospect of going to Leeds to visit representatives, possibly around January 2022. To be discussed with GV and MP in due course. 	ALL/JD/JA
5.	<p>Glas-Go Bus Alliance and promoting bus use</p> <ul style="list-style-type: none"> FD provided an update on the GBA. Website went live in the build-up to COP26 in Glasgow. FD thanked Jess Pepper for her work in preparing the content. Good publicity in the news about the GBA. GBA survey on-going with the deadline next week. Feedback from people will be considered after the deadline. DP asked if the findings from this survey could be shared, as it would be useful for the Glasgow Transport Strategy works. GV highlighted the importance of sharing information on updates (e.g. GBA launch) via the GBP. 	
6.	<p>"Car Free" City Centre</p> <ul style="list-style-type: none"> GV provided an update on the "Car Free" City Centre (CFCC) for Glasgow which was announced by Cllr Aitken last week. It should be noted that CFCC may be changed to the title "People Friendly City Centre". Research was undertaken to find out what a CFCC could look like with options presented to Cllr Aitken. CFCC still looking to contain access for disabled users and businesses. This will be about managing parking and will form part of the City Centre Transformation Plan. More 	

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	<p>information about how CFCC will be delivered is expected to be presented in Spring 2022. Looking at a five-year programme for CCTP that aligns with the Bus Partnership and Glasgow City Avenues programmes.</p> <ul style="list-style-type: none"> The Council has identified a committee date to approve this programme before the pre-election period. This will require a budget. 	
7.	Project Plan	
7a.	<p><u>Workstream A</u></p> <ul style="list-style-type: none"> MP provided an update on behalf of SG (Chair of Workstream A) who is on bereavement leave. Started to draft the Project Plan following the acceptance of Bus Partnership Fund grant. The Project Plan touches upon Hope Street, Howard Street, Paisley Town Centre and the five strategic corridors. Monthly Report for September 2021 was submitted in October. Discussions with Transport Scotland ongoing providing support on updating the Project Plan and Monthly Reports. Quarterly Claims Form to be completed in due course. JD requested that the quarterly claims form be distributed to the wider GBP once submitted to Transport Scotland. Red line boundaries for each of the five strategic bus corridors were agreed. Draft Project Brief was distributed to attendees at the last Workstream A meeting for review and feedback. Next Workstream A Meeting to be held on Tuesday 16th November 2021 (tomorrow) with FD to chair on behalf of SG during his absence. 	MP/SG
7b.	<p><u>Workstream B</u></p> <ul style="list-style-type: none"> GH was not available for comment to provide an update on Workstream B. DB attended a site visit with GH on Paisley Town Centre junctions three weeks ago. 	
8.	Workstream Meetings	
8a.	<p><u>Setting programs of work and meetings for Workstreams C-F</u></p> <ul style="list-style-type: none"> All Workstream Chairs to be responsible for convening their work streams and ensuring a written update is available for the Steering Group meetings 	
8b.	<p>Confirming the Chair of Workstream G</p> <ul style="list-style-type: none"> DP agreed to become Chair given her interest and work with data. 	DP
8c.	<p>Future Bids Membership</p> <ul style="list-style-type: none"> JA asked BK to manage the Future Bids workstream. BK asked all members to notify him of any funding opportunities as and when they open in future. 	BK All
9.	<p>Policy Report from the Democracy Pioneers Legislative Theatre</p> <ul style="list-style-type: none"> DP presented the findings of this Report to attendees of this GBP Meeting and asked GBP attendees for their thoughts. JA asked that this be taken into account by Workstream F. DP to send a copy of the presentation to JA who chairs Workstream F. DC mentioned audio visual has been launched recently with new fleet arriving. DC said it would be helpful to get feedback on whether what has launched is effective or could be amended further. 	DP
10.	<p>AOCB</p> <ul style="list-style-type: none"> None 	
11.	<p>Date of Next Meeting:</p> <ul style="list-style-type: none"> Monday 17th January 2022 Time 2:30pm – 4.00pm 	SML