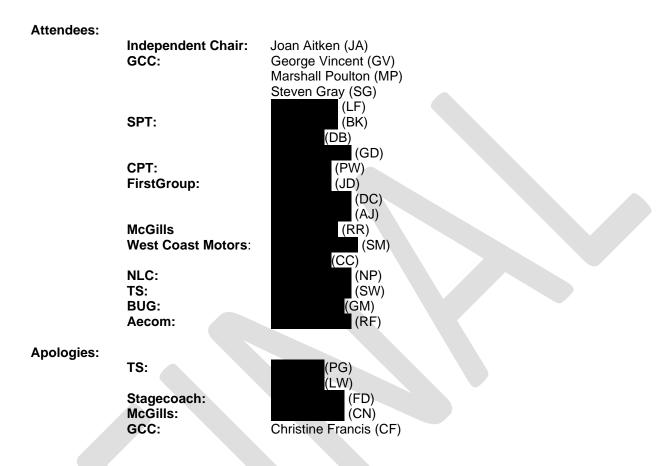
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Glasgow Bus Partnership Steering Group Meeting

Minutes of Meeting

21 December 2020 - 3:30pm to 5.00pm

MS Teams Call



ltem	Discussion/Decision	Actions
1.	 Welcome and Introductions JA welcomed everyone to the meeting. 	
2.	 Minutes, Actions Arising from 7 December 2020 (not otherwise on agenda) JA: Data agreement for all bus operators to be signed before next meeting (18th January 2021) GV will contact Get Glasgow Moving regarding briefing. GCC: Sustrans and Smarter Choice for Smarter Places advised that they would like to participate and join future meetings. JA: Terms of Reference are up-to-date. SG drafted up data agreement sent to First bus to review before sending to other bus operators. Actions: GV: Get Glasgow Moving to be invited meeting before next steering group meeting (18th January 2021). 	GV

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	Actions: SG: To invite Sustrans & Smarter Choices for Smarter Places to join future meetings.	SG
	 Actions: Bus Ops: Data agreement to be signed-off by all operators before next 	Bus OPS
	meeting.	
	2. The man and Constituted Undertain	
3.	3. Transport Scotland Update	
	SW: No update given.	
	- 17th February Transport Scotland Event; speakers from Transport Scotland & English	
	Council Speakers A Bid newsletter was issued Mid-December.	
4.	4. Bus Priority Bid update	
4.		
	4.1. Setting a project timeline	
	- JA advised GV will take lead on the bid.	
	- JA had a informal meeting with Citylink and they are willing to sign a data agreement.	
	4.2. Delivery team and appointment of consultant	
	- SG will reissue the organogram for everyone to review.	
	- SG introduced RF from Aecom to the meeting.	
	4.3. Bid skeleton and geography	
	- JA advised SG & RF to research the boundaries: G1 and G2 zones.	
	- SG & RF will research the bid and the infrastructure.	
	- RR & AJ provided sample bus priority requirement reports.	
	- RR : The zone card scheme under review, looking into smartcard enable scheme &	
	simplification of the zones & simplified zone map.	
	- JA advised SG to provide a document with a list of people regarding working groups and	
	circulate by 11 th January.	
	- JA advised SG & RF to research bus corridor data & information.	
	4.4. Populating work groups	
	- JA advised SG & RF to research previous city deal report for ideas/suggestions.	
	Action: All: SG will re-issue the organogram for everyone to review before the	SG
	 next meeting. Action: SG: To provide a list of people regarding working groups and circulate 	SG
	by 11th January.	
	 Actions: SG & RF: Investigate data analysis regarding bus corridors. Actions: SG & RF: Review previous city deal report for ideas/suggestions 	SG/RF SG/RF
5	5. Consumer and passenger needs/wishes/visibility	
	5.1 Operator surveys	
	 SM: Around 1,800 respondents completed the survey. SM: Results are being analysed. 	
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	5.2 GCC survey	
	MP provided an update on Connecting Commmunities Public Conversation	
	 The chair asked about availability of public conversation findings report. MP: reported that doc will be finalised early new year, report will be made public at environment and sustainability committee on 2nd Feb 2021. 	
	5.3. Identifying unmet needs and growth targets	
	- JA advised bus operators to research Community Transport in the group & community service providers.	
	- JA advised GM to research what the bus passengers want; aspirations and ideas.	
	Action: Bus Ops: Research for all bus operators and local authorities into reports and data (Community Transport).	Bus OPS
	 Action: GM: Look into & focus on transport; passenger needs (focus: Geographical area) 	GM
6	6. Influencing and messaging	
	6.1 COP26	
	- JA stressed the importance of this issue and the need to consider its implications going forward.	
	6.2. Under 19s	
	- JA stressed the importance of this issue and the need to consider its implications going forward.	
	6.3 Post Covid confidence - the bus and the City Centre, tourism.	
	- JA stressed the importance of this issue and the need to consider its implications going forward	
7	7. AOCB	
	- No other business.	
8	8. Next Meeting	
	Cancel Meeting of 11th January 2021, reorganise for 18th January 2021.	SG
	Next Meeting Date: 18th January 2021, 3:30pm – 5pm	ALL