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Glasgow Bus Partnership (GBP) Steering Group Meeting

Minutes of Meeting

20th September 2021 – 2:30pm to 4:00pm

MS Teams Call

Attendees:

Independent Chair:	Joan Aitken	(JA)
GCC:	Steve Gray	(SG) (partial attendance)
	Stephen Macleod	(SML)
	Lindsay Richardson	(LR)
NLC:	Gary Wood	(GW)
EDC:	Thomas McMenamin	(TM)
ERC:	John Shelton	(JS)
SLC:	Stuart Laird	(SL)
	Lesley Ann Biggam	(LAB)
Inverclyde/WDC:	Gail MacFarlane	(GMF)
Renfrewshire:	Stephen Herron	(SH)
SPT:	Bruce Kiloh	(BK)
	Gordon Dickson	(GDK)
	Donald Booth	(DB)
FirstGroup:	Duncan Cameron	(DC)
	John Dowie	(JD)
McGills:	Ralph Roberts	(RR)
West Coast Motors:	Sharon Morrison	(SM)
BUS:	Greig Mackay	(GM)
Community Transport	Graham Dunn	(GD)
Transport Scotland	Daniel Spencer	(DS)
	Claire Stewart	(CS)

Apologies:

George Vincent (GV), Glasgow City Council
Deborah Paton (DP), Glasgow City Council
Marshall Poulton, Glasgow City Council
Christine Francis (CF), Glasgow City Council
Omero Riccomini, South Lanarkshire Council
Gary Wood, North Lanarkshire Council
Gerard Hannah, Renfrewshire Council
Steven Walker, Inverclyde Council
Jane Corrie, East Renfrewshire Council
Andrew Jarvis, First Group
Fiona Doherty (FD), Stagecoach
Fraser Smith (FS), Stagecoach
Colin Craig, West Coast Motors
Murray Rogers, West Coast Motors
Michael Melton (MM), Sustrans
Peter Grant, Transport Scotland
Sharon Wood, Transport Scotland
Eric Lesley, Transport Scotland
Colin Park, South Lanarkshire Council
Paul Clark (PC), FirstGroup
Colin Napier (CN), McGills
Paul White, CPT

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Item	Discussion/Decision	Actions
1.	Welcome and apologies	
2.	Minutes of last meeting 23rd August 2021, and any matters arising not otherwise on the agenda <ul style="list-style-type: none"> Minutes of last GBP Meeting were agreed and can be uploaded on to the Glasgow City Council (GCC) website 	SML
3.	Transport Scotland update <ul style="list-style-type: none"> DS asked for an update on the Grant Acceptance Letter. SML informed DS that this was approved at Committee and GCC Legal are in the process of arranging signatures. This should be returned to Transport Scotland this week. Programme and milestone plan is being finalised for issue to Transport Scotland over the next couple of weeks. Procurement of documentation for five corridor business cases are being prepared, with the aim of appointing consultants by the end of the year. 	SG
4.	SPT update (information, zone cards, Leeds etc.) <ul style="list-style-type: none"> GDK talked about SPT's consultation on bus information standards which took place before the end of August and thanked all organisations who took part in this exercise. SPT are still reviewing feedback received during the consultation. Looking to update bus information in collaboration with bus operators by 2022. Zonocard has been a hugely successful scheme over the years. Technology behind this needs refreshed however and how it can be made smarter and more flexible. BK provided an update on the conversation with Leeds and asked Partners to review the Presentation and come up with questions between now and the next GBP Meeting. SPT assessing responses to Regional Transport Strategy Case for Change Report. JD suggested that JA visit Leeds to see First and Leeds officials and that some officials from Glasgow also visit – TBD in due course. 	All JA
5.	Glas-Go Bus Alliance and promoting bus use <ul style="list-style-type: none"> DC provided an update on behalf of FD. Glas-Go Bus Alliance (GBA) still on track to launch manifesto; making some minor tweaks to make sure there is consistency. Aim to launch the manifesto in the next few weeks. GBA also aim to undertake a customer survey. This is to be discussed in more detail at future steering group meetings. This is about making sure all the tools are in place and the GBA can reach out to all demographics and reflect the GBP/Workstreams. JA asked DC to update the GBP on a launch date of the GBA Manifesto. 	DC/FD DC
6.	Project Plan <ul style="list-style-type: none"> JA understands that SG is working on the Project Plan. RR provided an update on meetings held with consultants appointed by Renfrewshire Council for the Junctions projects. No clear plan for Junctions at present – expecting to see something soon. Several concerns about the Junctions. Consultants suggesting a technical solution (i.e. traffic lights) but this is not being funded by the Bus Partnership Fund. 	
7.	Programme of Working Group Meetings <ul style="list-style-type: none"> JA discussed the organograms that were distributed to all Partners shortly after the last GBP Meeting (23rd August 2021) and were asked to provide feedback. Those who responded had no issues overall. JA received feedback from Partners and put forward for each Workstream as under noted. These nominations do not preclude others from joining the Workstreams or from the Workstreams co-opting persons. <p><u>Workstream A: Business Cases, Strategic PRW, GWR, Maryhill Road, Pollokshaws, Dumbarton Rd</u></p> <ul style="list-style-type: none"> ○ Chair: SG (GCC) ○ CF ○ Representatives from each local authority if a corridor runs through their respective areas ○ SPT – DB ○ Bus Operators – FD ○ Sustrans – MM 	

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	<p><u>Workstream B: Works, Paisley Town Centre, Hope Street and Howard Street</u></p> <ul style="list-style-type: none"> ○ Chair: GH (Renfrewshire Council) ○ RR ○ CN ○ SPT – Martin Breen (BK's colleague) ○ FirstGroup – DC to nominate representative(s) for this ○ SG/GCC colleague(s) <p><u>Workstream C: Vehicle Standards and Network Development</u></p> <ul style="list-style-type: none"> ○ Chair: DC ○ RR ○ Community Transport – GD ○ SPT – GDK and Amanda Horn ○ Metro – Harjinder Gharyal or John MacKenzie <p><u>Workstream D: Enforcement</u></p> <ul style="list-style-type: none"> ○ Chair: RR ○ GV to ask if Director of Enforcement (Willie Taggart) could join this Workstream ○ SPT – DB ○ FirstGroup – PC (First Group) <p><u>Workstream E: Tickets, Fare Capping etc.</u></p> <ul style="list-style-type: none"> ○ Chair: Graeme Macfarlan (First Commercial Director) ○ Stagecoach – FS ○ McGill's – Douglas King ○ SPT – Michael Nimmo <p><u>Workstream F: Passenger Experience, Customer Service, Passenger Information, PR & Promotions</u></p> <ul style="list-style-type: none"> ○ Chair: JA ○ SM ○ BUS – GM ○ GCC – LR ○ SPT – Gary Robertson <p><u>Workstream G: Data & Evaluation</u></p> <ul style="list-style-type: none"> ○ JA and SG to discuss the terms of reference before identifying a Chair. ○ Stagecoach – FS ○ SPT – Amanda Horn and Omar Ahmed ○ GCC – DP <p><u>Workstream – Future Funding Bids:</u></p> <ul style="list-style-type: none"> ○ (eg SPT funds, Levelling Up, other Transport Scotland streams) ○ Chair – BK (SPT) + others to be identified <p><u>Workstream – BSIP and formal agreement:</u></p> <ul style="list-style-type: none"> ○ JA ○ First Group – JD ○ GCC – GV ○ Work to begin on drafting and drawing from English Enhanced Partnerships (JD expertise there) <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 	<p>DC</p> <p>GV</p> <p>JA/SG</p> <p>SG/JA</p> <p>Chairs</p>
<p>8a.</p>	<p><u>Enforcement of current bus priority measures</u></p> <ul style="list-style-type: none"> ● JA explored the Glasgow bus network a few weeks ago with PC and other colleagues. Noticed several bus lanes were being abused in terms of parking. JA raised issue with GV. ● SML to provide link to Partners that will take them to a section on GCC's website where they can report enforcement issues and targeted action will be taken. 	<p>SML</p>

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8b.	Bus and bus stop/stance cleanliness <ul style="list-style-type: none">• JA talked about this issue from observations made during her trip around the Glasgow bus network last week. This issue to be picked up by Workstreams.	JA
9.	AOCB <ul style="list-style-type: none">• No other matters arising	
10.	Date of Next Meetings: <ul style="list-style-type: none">• Monday 15th November 2021. Time 2:30pm – 4.00pm• Monday 17th January 2022 Time 2:30pm – 4.00pm	SML