

**THE MORAY COUNCIL
ENVIRONMENTAL SERVICES DEPARTMENT**

MORAY FORUM TRANSPORT STEERING GROUP – Tuesday 10 March, 10am

VENUE - Committee Room, Moray Council HQ

ATTENDEES:

B Ross, Roads Maintenance Manager – (for Nicola Moss) – (BR)
 Councillor F Murdoch (FM)
 C Hall, Planning Officer, Community Transport (CH)
 R Robertson, Director, Hitrans (RR)
 J Mackie, Head of Community Care (JM)
 S Fletcher, Scottish Representative, Community Transport Association (SF)
 D MacRae, Public Transport Manager (DM)
 A Milne, Moray Transport Working Group (AM)
 F Villani, Chief Officer, tsiMoray (FV)
 F Rolt, Admin Support, Moray Transport Forum (FR)
 L Davidson, PA to HoDS (LD)

APOLOGIES:

N Moss, Transportation Manager (NM)
 R Huggan, Commissioning and Performance Manager. TMC (RH)
 C Campbell, Research and Information Officer, TMC (CC)
 G McLean, NHS Grampian (GMc)

Item	Subject	Action
1.0	Introductions	
1.1	Bill Ross introduced the meeting by explaining that he was currently covering the Transportation Manager post whilst Nicola Moss is on leave. Introductions were made round the table.	
1.2	Apologies were noted as above.	
2.0	Minute of Previous Meeting Dated 13 January 2015 – Outstanding Issues	
2.1	3.2 – Chris to take forward having the guide delivered to the 463 homes that did not get the transport directory because they bordered with Aberdeenshire Council.	CH
2.2	3.5 – Next Forum – at the last meeting the cost of funding another seminar was discussed (£750-£1,000 is required). Transport to the seminar is provided by the Council. It was agreed that Fiona and Anita would contact Stagecoach to ask if they would like to part fund the seminar. Ranald agreed that Hitrans would contribute £500 and that once the appointment of senior management at Abellio is in place (April 2015) they could be contacted to ask if they would also like to contribute towards funding.	FR/AM

2.3	4.2 – Donald MacRae said that the weekly service from Tomintoul – Grantown (6 month trial) has been registered and will commence on 22 April 2015.	
2.4	4.3 – Elgin Dial-a-Bus - Anita is arranging for Chris to attend the Elgin South Forum meeting to discuss using the Dial M service (for residents coming from Chandlers Court as currently they are using taxis).	AM/CH
2.5	4.4 – Publicity - Chris and Donald met with Ranald 9.3.15 and discussed publicity funding. It was agreed that Hitrans have some funds that we can apply for.	DM/CH
2.6	4.6 – Babs – Fiona will contact Babs to arrange a meeting to discuss any conflict of services that are provided (to include Fabio, Anita, Chris and Donald).	FR
2.7	4.7 – Funding - Fabio attended a meeting on 13 January 2015 to discuss funding options. The meeting followed Scottish Government research about how rural communities access funding as people are not always aware of how to access funding. Fabio will circulate the report when he receives a final copy.	FV
2.8	4.8 – Car Share Scheme – Cllr Murdoch checked with Cllr Wright regarding funding and there is one more year left. Discussion was held about windfarm money and Sheila explained that it can be very difficult to get them to commit money to cover revenue costs. Fabio has a member of staff who may be able to work on this. Ranald noted the report 'Value of Community Transport, Economic Analysis' and agreed to send this to Lorna to send out with the minute.	FV RR/LD
2.9	4.9 – Taxi Fares – it was decided at the last meeting that Anita would draft a letter to the NHS regarding patients being able to claim back the cost of travel when using a car share scheme as opposed to using a taxi which they can currently claim for. Anita met with Stephen Cooper following this meeting and it was decided that Anita should hold off on sending the letter. Sheila highlighted the Highlands and Islands Patient Travel Scheme where patients can claim for their journeys (distance from patients home or place of residents to the hospital must total at least 30 miles and they pay the first £10.00) and noted that this worked well. Jane agreed to speak to George McLean from NHS Grampian to see if he can attend the next meeting of this group to discuss this issue. It was also noted that George previously chaired a transport group but it hasn't met since December 2013. Jane agreed to talk to George to see if that group would want to join this group.	JM JM
2.10	4.10 – Public Transport Information Officer – Julie Cromarty was	

	<p>appointed and started 24 January 2015. The post will cover managing and maintaining the provision of public transport information on behalf of the five local authorities within the Hitrans area. This will include developing online and roadside information for public transport. Ranald noted other area of interest include making QR codes (barcode that can be scanned using a smart phone) available and discussed the use of 'real time' (Stagecoach are rolling out 'real time' to all buses in the next 3 months). Electronic book-style technology (e-paper screens similar to those found in kindles) showing bus timetables, ticket price and real time information is also being discussed and could eliminate the need for timetables at bus stops etc to be manually replaced in future. Ranald agreed to invite Julie to the next meeting of the group.</p> <p>Note: the group agreed that bigger font sizes would be welcomed for bus timetables.</p>	RR
<p>3.0</p> <p>3.1</p>	<p>Draft Seminar Report</p> <p>Group discussion responses from the 29 November 2014 Moray Transport Seminar were sent out with the last minute. Fiona noted that a report was produced following the very first seminar. It was agreed by the group that a report would be beneficial to those that attended the seminar and to those in the group and Fiona agreed to produce a draft report that could be circulated to this group first.</p>	FR
<p>4.0</p> <p>4.1</p> <p>4.2</p>	<p>Next Steps – Where Do We Go From Here?</p> <p>Anita and Fiona are attending a meeting of the Learning Disability Partnership Board on 16 March 2015. Transport is always a recurring theme, especially for those with sight problems or learning disabilities and can be a barrier to people being part of their community. Anita and Fiona agreed to attend the meeting and report back with issues to the next meeting of this group for discussion. Jane said that we could invite someone from the North East Sensory Services (NESS) to a meeting of this group.</p> <p>There used to be a once per week shopping/expedition bus that ran from Keith – Craigellachie – Knockando – Dallas – Forres – Dyke – Inverness. Fiona Murdoch said that the community would like this service to be re-instated as it was very valuable to members of the community in terms of social interaction. It was discussed whether this would be a service that Babs would be willing to take on. The group discussed how this arrangement could work, what type of support they might need etc. For Babs to run this type of service it was agreed that it would require a commitment from regular users for it to be sustained. Jane asked if some type of survey could be carried out in the community to gauge how much interest there is, how regular people would want it and the types of places that they would want to go. Sheila noted</p>	AM/FR

	good examples in other areas and it was agreed that Fabio, Sheila and Ranald would meet after this meeting to discuss this issue and report back to the next meeting.	FV/SF/RR
5.0	AOCB	
5.1	BR noted that it would be a good idea to have some set agenda items to help structure discussion at each meeting. This would help issues or topics to be developed and would enable members of the group to prepare in advance. BR will prepare a draft agenda to be circulated to the group for comment.	BR
5.2	Chris reminded the group that the Council have a fleet of 29 buses that could be made available outwith Council business hours. The buses can be driven by a suitably qualified volunteer driver or a driver can be paid for. A wider discussion followed with regards to companies in the area funding buses. The buses could carry funders logos but there are limits - the company could not dictate where people went i.e. a distillery company funding a trip to their distillery would not be permitted but there is nothing to stop funders sponsoring buses that are used for Dial a Bus. Sheila noted that permit issues were being discussed at Government level and will update the group once this issue is resolved.	SF
5.3	Chris asked if anyone from this group would like to attend the Aberdeenshire Community Transport Forum meeting in Aberdeen on 2 July 2015. This is an opportunity to see what a similar group discusses/range of issues etc. Anita, Sheila, Fiona Rolt and Fiona Murdoch would all like to attend. Chris will arrange for transport to be available leaving from Elgin and will inform those who are going of arrangements.	CH
5.4	Sheila noted that the Aberdeen Co-Wheels Car Club (social enterprise that work to develop and improve access to more sustainable car use for communities all over the UK) will also be available to the Transport to Healthcare Information Centre (THInC) that is a helpline that offers advice on accessing suitable transport for members of the public to get to and from healthcare appointments.	
6.0	Next Meeting	
6.1	Tuesday 5 May 2015, Meeting Room 200, Council HQ	ALL TO NOTE