

**THE MORAY COUNCIL
ENVIRONMENTAL SERVICES DEPARTMENT**

MORAY FORUM TRANSPORT STEERING GROUP – Tuesday 30 June 2015

VENUE: Moray Council – Annexe Meeting Room 6

ATTENDEES:

N Moss, Transportation Manager (NM)
Councillor F Murdoch (FM)
C Hall, Planning Officer, Community Transport (CH)
D MacRae, Public Transport Manager (DM)
A Milne, Moray Transport Working Group (AM)
S Fletcher, Scottish Representative, Community Transport Association (SF)
F Villani, Chief Officer, tsiMoray (FV)
F Rolt, Admin Support, Moray Transport Forum (FR)
L Davidson, PA to HoDS (LD)

APOLOGIES:

R Robertson, Director, Hitrans (RR)
R Huggan, Commissioning and Performance Manager. TMC (RH)
C Campbell, Research and Information Officer, TMC (CC)
J Mackie, Head of Community Care (JM)
G McLean, NHS Grampian (GMc)

Item	Subject	Action
1.0	Apologies	
1.1	Apologies noted as above.	
2.0	Minute of Previous Meeting Dated 5 May 2015	
2.1	2.2 – Chris and Donald will speak to Stagecoach on 7 July 2015 to ask if they would like to part fund another seminar.	CH
2.2	3.1 – The draft seminar report was circulated with the last minute for comments but no comments were received.	
2.3	3.6 –Donald will invite Julie Cromarty to the next meeting.	DM
2.4	5.1 – Anita agreed to draft a letter to NHS (George McLean) and Cllr Creswell regarding car share access to NHS. Anita will send the drafts to Nicola.	AM
2.5	7.1 – At the last meeting a discussion was held about Stagecoach changing the type of bus on the coastal route which did not provide wheelchair access. Donald advised that he is meeting with Stagecoach on 7 July 2015 and will raise this issue with them. Fiona Murdoch agreed to speak to Councillor Creswell to get a copy of the video to share with the group.	DM FM
2.6	8.1 – Hitrans Thistle Assistance Cards – Donald will arrange our own launch of the cards as Hitrans are not doing a formal launch.	DM

	It was suggested that we use this group to launch/advertise the cards.	
3.0	Transport Forum Speyside 20 June 2015 – Review of Themes and Moving Forward	
3.1	18 people, 2 Councillor's, 2 facilitators, Fiona Rolt, Anita, Chris, Donald and Nicola attended.	
3.2	There was a good spread of people from different areas and valuation forms were completed. There were discussions about how to contact/book dial-a-bus, the routes that are available/that would be liked. An action for the Speyside Area Forum is to speak to the GP practice about tying in transport with hospital appointments and to speak to the Health and Social Care Partnership about appointment times at Raigmore and Aberdeen.	
3.3	Irene Shaw from the Speyside Car Sharing Scheme didn't think that the information in the transport guide gave enough details about the scheme. A discussion was held about advertising etc for this scheme and others that are similar. It was agreed that Anita and Fiona Rolt would have a discussion with Fabio about utilising a member of his team who has expertise in this area. A discussion was also held about future funding for this scheme (Irene sent Nicola an e-mail which Fiona Murdoch will forward on to the group as it was part of the AGM papers). It was agreed that Fiona Murdoch would speak to Irene Shaw about how to take this forward. Nicola noted that a robust business plan would be required around October 2015.	AM/FR/FV FM FM
4.0	Dial A Bus Update	
4.1	At the Speyside Transport Forum some people raised the issue of not being able to get transport back from Aberdeen. Chris and Nicola will meet to discuss any possible options that we have and whether this is feasible.	CH/NM/DM
4.2	Nicola and Donald will meet to discuss borders and zoning for dial-a-bus. Some refresher work to take place with the call centre to deal with any issues/training etc and will include how information is disseminated from the Council's Public Transport Unite. Nicola asked how many of our users use the internet and a discussion was held about whether we currently ask for this when users register and how we can use information obtained bearing in mind the data protection guidelines. A discussion followed that included public relations and how the website, facebook and twitter could be utilised. Nicola agreed to arrange for someone to facilitate a session on public relations for the group.	CH/NM/DM NM
4.3	Fiona Murdoch asked about whether businesses such as bed and breakfasts are registering as it doesn't seem that the message is getting out. Donald and Chris advised that a number of guest houses have already been registered but Nicola and Donald will	CH/NM/DM

4.4	look at how to further publicise the message. Grantown on Spey Service (364) – Donald advised the group that if this service is to continue then further registration will need to take place quite soon. The usage figures have been variable. Some thought would also be required for the service that covered the winter period and how often it should/would run. Nicola advised that we don't have enough figures to be able to report to Committee so will look for some benchmarking data to assist. A discussion was held about carrying out some further promotion of the service.	NM
5.0	Aberdeen Community Transport Forum	
5.1	The forum meeting is on Thursday 2 July 2015. Chris has arranged transport. All agreed to report back to the meeting and obtain information/papers etc to pass onto the group/Fabio.	ALL
6.0	Future Forum Plans – Next Steps	
6.1	Support will be given to Irene Shaw from the Speyside Car Sharing Scheme. Noted that a robust business case needs to be submitted as there is no automatic guarantee of funding. Anita advised that she had spoken to the outreach worker from Dufftown and once the new school year starts Fiona Rolt and Anita will go to Speyside High School to discuss transport issues with young people. There has been an outreach project operating in Dufftown but it is understood that the outreach worker has left and there is funding to continue it. Anita said that there are a couple of parents who are interested in becoming volunteer drivers and Chris has offered them driver training. Nicola and Chris to discuss any costs are involved.	FR/AM NM/CH
7.0	AOCB	
7.1	Nicola will be meeting with Pam Gowans (Chief Officer, Health and Social Care) to discuss transport and will report back to the next meeting.	NM
7.2	BABS – Fiona Rolt and Anita will meet with them to discuss transport in general.	FR/AM
7.3	Fiona Rolt and Anita – will report the outcome from the Speyside Transport Forum to the Moray Transport Forum – they will also be asking if the forum want to replicate some of the work that has been done in Speyside in other areas.	FR/AM
8.0	Next Meeting – Monday 24 August 2015, 10am	
8.1	Meeting Room 5 – Annexe Agenda Items: Use of Council minibuses, Julie Cromarty, Feedback from Aberdeen Community Transport Forum, Speyside	ALL

	Car Sharing Scheme Update and findings from the Speyside Transport Forum.	
--	---------------------------------------------------------------------------	--