

**Mobility & Access Committee Scotland (MACS)
Main Committee meeting**

**Minutes of meeting held on Tuesday 22 January 2013
Conference Room 2, Victoria Quay**

Present:

Anne MacLean (Con) Convener

Members:

John Ballantine (JB)
Bob Benson (BB)
James Glover (JG)
Andrew Holmes (AH)
Jane Horsburgh (JH)
Grahame Lawson (GL)
Annette Monaghan (AM)

Secretariat:

Jill Mulholland, (JH) Head of Sponsor Team
James Walker, (JW) Secretary
Wendy Nicol, (WN) Assistant Secretary

Guests:

John Binning, (JB) Strathclyde Partnership for Transport
Elizabeth Mackay, (EM) Strathclyde Partnership for Transport

In attendance:

Graham Thomson, (GT) Team Leader
Ann Henderson, PVS Observer

Apologies:

Heather Fiskien, (HF)
Jane Steven, (JS)
Clare Byrne, (CB)
Muriel Masson, (MM)

Item 1. Welcome, Introductions and Apologies

1. The Convener opened the meeting and welcomed everyone. The Convener asked Graham Thomson (GT) to introduce himself. GT told the committee that he was Team Leader in Transport, Accessibility and Road Safety in Transport Policy Division and would be responsible for working with Blue Badge, PVS, MACS, Road Safety and Accessibility. GT added that he looked forward to finding out more about the work of MACS. Ann Henderson, (AH) PVS observer was also welcomed by the Convener.

2. The Convener said that she had spoken with Jane Steven and said that Jane was feeling much better and was confident that she would be able to attend the next MACS meeting.

3. The Convener noted apologies from HF, CB, MM, JS and Palantypist Laura Harrison.

Item 2. Minutes of previous meeting and matters arising

4. The minutes of the previous meeting were agreed subject to amendments to Item 5 to include; The Minister spoke about the Greener Bus Fund. Item 38, second sentence should read AM and HF and Item 42, first sentence should read HF and AM.

Action point: 1 Secretariat to amend minutes of previous meeting and arrange publication on the MACS website.

5. The Convener thanked JG for the work done on the Procurement Tendering consultation document. JG added that it was too late to respond to the consultation and that it was not the fault of the Secretariat that it had been received late since no closing date had been on the document.

6. AM said that the checklist relating to how airport users summon assistance had been sent out to MACS members and said that it should be carried with them on airports trips. The Convener said that of the 14 airports in Scotland, 11 airports are run by Highlands and Islands Airports Limited (HIAL) which was owned by the Scottish Government. The Convener suggested that it would be useful to speak to a contact in HIAL and that we would approach the Aviation Division to put AM in contact with the appropriate person there and arrange a meeting in Inverness.

Action point: 2 AM and the Convener to arrange a meeting with a HIAL representative to discuss the 11 airports and Secretariat to provide a contact name from Transport Scotland's Aviation Division to AM.

Update: Michael Bratcher confirmed as contact and details sent to AM.

7. BB asked if HIAL were covered by the Public Sector Specific Duties under the Equality Legislation JG agreed to find out.

Action point: 3 JG to check if HIAL are covered by the Specific Duties under the Equalities Legislation.

8. The Convener referred to action point 15 and said that she had written to Tom Davy saying that MACS could make a valuable contribution to the Bus Stakeholder Group. She asked if there had been any progress on the matter. JM said that the Minister needs to approve all requests for membership of the group and that Tom Davy, Bus Policy Team Leader, has written to him to request MACS membership is agreed.

Update: Minister has now responded to say that MACS should be represented on the group.

9. The Convener noted in relation to action point 16 there was no written record of the meeting at Waverley in 2011 about setting up a Waverley User Group and she suggested she wrote to the appropriate person there to ask how they were consulting users with disabilities since this was referred to in the minutes of the Transport Advisory Group. This was agreed to as a way forward.

Action point: 4 Convener to write to Mr Bowman of NetworkRail to drive forward the issue of MACS becoming involved in assisting in advice to Waverley Station during the current uncertain period regarding taxi access.

10. JH said she had spoken with Network Rails' Communication Officer (Craig Bowman) and had been told that the issue of changes to vehicle access were being put back until autumn 2013. AH said that he had spoken with former City Council colleagues and they had said that there was not sufficient budget for the issue to be looked at earlier.

11. It was noted that outstanding action points; 2,3,7,8,10,13,16 and 20 from previous meeting on 23 October were to be carried forward to the next actions table.

Action point: 5 Secretariat to carry forward above action points to the current actions point table.

12. JG said that there were no further reports of complaints about bus advertising.

Item 3. Convener Update

13. The Convener spoke about MACS appearance before the ICI Committee on 28 November with PVS. She thanked Jill for organising a pre-meeting with PVS, since the Convener thought it was important that both public bodies knew what the other was to say about their introductions and that they were able to discuss possible questions that might arise. The session seemed to go quite well and she had received good feedback. JM

added that she also felt that the session had gone well with a wide range of questions.

14. The Minister appeared before the ICI Committee on the 12 December and paid tribute to the work MACS had done on the Blue Badge. The Convener also added that she had received a letter regarding wheelchairs on buses from Margaret McCulloch MSP to which she had responded.

15. The Convener said that MM and she were attending the 6th Annual Rail Conference in April and that MACS would have a pop up stand at the event. The Convener said that MACS was especially keen to be involved with the Borders Railway from the start of the process which was one of the subjects for discussion at the Conference.

16. The Convener reminded the Committee about the work VisitScotland were doing on Accessible Tourism and the series of involvement events they had carried out across Scotland with people with disabilities about their experience. An item which came up at every event was that the consultation did not cover transport. The Convener has now been invited to a conference in March to discuss their accessible tourism consultation and she could have the opportunity to raise the transport issue. Chris McCoy, of VisitScotland, who is responsible for accessibility chairs a group of NDPBs who interlink with tourism and she has been invited to give a talk to their group probably in May.

17. The Convener also alerted MACS to a consultation on the Code of Conduct for Members of Public Bodies in Scotland and On Board the guide for Board Members of Public Bodies. This is coming up in February and these documents would go out to everyone for comment. She would be discussing with the Secretariat how to collate the comments.

Action point: 6 MACS members to make contributions towards the consultation and Convener to discuss with Secretariat how best to collate the responses.

18. The Convener was invited to attend the Blue Badge Enforcement Consultation launch by Dennis Robertson MSP. She said that she had been interviewed by STV and that the invite was a good opportunity for MACS.

Item 4. Secretariat Update

19. JM said that other teams within Transport Scotland were now proactive in providing information for the secretariat update. JM also said that the Chief Executive Bulletin and the Staff notice were used to mention the work of MACS, especially with MACS involvement with policy areas in work such as ferries and was a good way of getting over how to best use the expertise that MACS could offer.

20. JM asked if there were any questions about the layout of the update and if any possible improvements could be made to the document. JH raised a question about roads and whether extra funding was available through the

'shovel' ready projects funding from the UK Government for local authority roads as well as trunk roads. JM advised that as far as she was aware, this money was for specific 'shovel' ready projects already specified by Transport Scotland for trunk roads. AH added that due to the concordat funding was a local government issue. The Convener added that she found the secretariat update very useful.

Item 5. Transport Scotland's Corporate Plan

21. JM said that the Business Plan contains actions that MACS could contribute to and that MACS workstreams tie in with areas of work in the plan. JM said she would like to see how the Committees, MACS and PVS could support the Transport Scotland action plans. JM asked that the Committee consider what value could be added by the Committees to the plans and suggested that responses could be collated by the Secretariat.

22. Committee members had a general discussion about the document and the timescale for contributions. JM clarified and said that the current document could be used as a model for MACS work and contribute towards the 2013-14 plans. AH said the document said little about improving fairness, JM said that MACS could make suggestions about ways to contribute towards the 'Wealthier and Fairer' National Outcome. AM suggested that an additional column in the workstreams document would be useful to cross reference work against the corporate plan. JH agreed with AM's suggestion and also said that the corporate plan mentioned Active Travel; walking and cycling although there was not a lot of information on walking despite walking being more accessible than cycling. JH said that she would look at the issue with AM.

23. GL said that he was encouraged by comments from JM on the role of MACS in promoting advice for Ministers on Mobility. GL said that he was concerned that the first reference to accessibility was on page 45. He added that he would like to see access issues imbedded as a topic in the Corporate Plan and would like to see how MACs could help improve this.

24. JH spoke about the Cycling Strategy and said that separation between pedestrians and cyclists was important. BB spoke about the Public Sector Equalities Duty and said that MACS needs to be involved at an earlier stage and would need a timetable of when to contribute to the plan. JM reiterated that MACS could contribute to the plan explicitly to the 'fairer' aspect of the plan.

25. JG asked if the Business Plan and the Corporate Plan had been subject to an Equalities Duties Impact Assessment (EQIA) especially around the disability. There was a general discussion around this issue as there was no mention of an EQIA in the documents. JG said that MACS could support Transport Scotland in meeting Public Sector Equality Duties and the Committee agreed that there had been very positive work for example on the EQIA on the Blue Badge Consultation. JG recommended that the Business and Corporate plans should be subject to an EQIA.

Action point: 7 The Committee should have a discussion on how MACS facilitate EQIA of the business and corporate plans and to contribute on Standard Outcome Agreements on fairness in the 2013-14 plans.

26. AH said that the plans focused on innovation and resilience and the emphasis should be on people especially transport provision for disabled people other than just engineering.

Item 6. Members reports on events attended and matters arising

6a Glasgow 2014 Commonwealth Games Accessibility Reference Group

27. GL said that he was concerned that the Commonwealth Games Team consists of only 1 person; the Accessibility Manager. GL hoped to meet with the Accessibility Manager in the next 1-2 months. GL said that no single RTP had overall responsibility for transport provision in Scotland, and unlike the London Olympics, where Transport for London had overall responsibility; delivery on access by disabled people to the Games would be reliant on cooperation of various parties throughout Scotland; to invest in infrastructure and awareness training.

28. GL spoke about the legacy issues of the London Olympics and said that Glasgow might also have legacy issues as it is still unclear how accessible transport is to be secured and coordinated. GL said he has requested a draft Accessible Transport Strategy. The Convener agreed that legacy from the Games appeared to be focused on sport and it was concerning that it did not focus on the infrastructure. GL said that he was trying to establish a contact within the Scottish Government to try to resolve these issues, see previous meetings action point 13. JH added that quite a few groups have accessibility on the agenda but no overall responsibility. JH said that MACS should assist Susie Mitchell in this matter.

6b MACS Observer Report

29. BB said the Bus Stakeholder Group was the only issue in the report of shared relevance. BB said there was nothing else to report. The Convener asked if there was any further news on the PVS review. AH (PVS Observer) said the review was not available yet and that the next statutory meeting of PVS was on 14 February 2013. AH (PVS Observer) said that there was some concern expressed by PVS members as the appointment terms of appointment for committee members' expire on 31 March 2013 and the uncertainty was stifling workstream planning especially work that PVS could jointly work with MACS on.

6c DPTAC Committee Meeting

30. JB said that he had attended the meeting in London last week and that the DPTAC Consultation responses were all completed. JB said that the

majority of responses were opposed to the abolition of DPTAC. JB added that this would be further discussed by the Cabinet Office. JB said that DPTAC would still be operating until July 2013.

31. JB spoke about the Arriva Buses case in Middlesbrough concerning wheelchair access and said that claimant's solicitor had been granted a court order to obtain further information on why there is limited access for wheelchairs on Arriva buses.

6d Smarter Cities Conference

32. JH said that much of the information at the conference was high level but covered some interesting and challenging topics. The conference gave an insight into the future of how our cities can work and be connected, especially in use of shared digitalised data. JH said that the workshop on Intelligent Transport did not happen.

6e (i&ii) Survey of RTPs

33. AM said that item 6E (i) was the general report on the survey and that item 6E (ii) was a summary of responses, AM drew attention to page 2 of the report and page 3 and the summary of recommendations. The survey was carried out to find out how RTPs consider the needs of disabled people in Regional Transport Strategies. The report recommended that EQIAs could be better used by RTPs and that some training could encourage the use of EQIAs, performance targets, collaboration and the role of MACS. RTPs thought that MACS could be more involved, although there is no capacity for MACS to be involved just now but Transport Scotland could help to ensure that MACS have a bigger role in the future. AM asked if there were any questions. The Convener said she had spoken with the Chief Executive of HITRANS and suggested that Highland Alliance, Inclusive Cairngorm and SCVO in the Highlands could provide HITRANS details of disability groups who might be involved.

34. JH said that RTPs see MACS as being able to help them but that MACS role needed to be defined, how RTPs engage needed to be thought about and access panels should be involved. JH added that most people did not know what RTPs are or what they do. A general discussion followed about improved dialogue, collaboration and the capacity and levels of expertise. JG raised the issue of EQIAs and said that capacity building needed to be done in this area. The Convener added that MACS wants to be constructive and asked the Committee if they thought it might be helpful to set aside an hour at the next meeting and ask a representative of Transport Scotland's Bus Policy who cover RTPs to attend, the Committee agreed.

Action point: 8 Secretariat to invite TS Bus Policy representative to the next MACS meeting.

Action point: 9 AM to send an email to RTPs to inform them of forthcoming actions and give any updates.

Item 7. Oral update on Work streams

7a Rail Work stream

35. BB gave the update on behalf of the work stream. BB gave an update on the Waverley Users' Group and said that MM would be following up this issue with NetworkRail.

36. MM and CB were able to visit Glasgow Central Station with Ross Moran (Station Manager) last week. CB will be able to tell MACS how many difficulties were encountered trying to access the station. MM is to liaise with Station manager and a meeting with NCP is to be organised by station manager and MM will attend.

37. An update on Haymarket Station was provided. None of the issues discussed in April had materialised including: Users' group, accessible parking, and drop off/pick up zones. There is uncertainty about the number of disabled parking spaces to be made available to serve what will be a much larger station, and no firm commitment that disabled parking spaces could even be accommodated in the station design. It was recommended that a letter be drafted to Transport Scotland Rail Directorate to address the issue of lack of disabled parking at Haymarket Station.

Action point: 10 Rail Work stream to draft a letter on behalf of the Convener.

38. MM had attended the SRAF meeting on Wednesday 16 January and said that a discussion paper was presented on investment priorities. A response is to be provided to SRAF at the next meeting on 13 March 2013.

39. An update on a meeting with Chris Clark (Transport Scotland) regarding Access for All and MACS involvement was given. A meeting between CC and MM after the SRAF meeting last Wednesday followed our request for more information last year.

7b Equalities Work stream

40. JG gave an update on the main activity of the work stream. JG said the Procurement Bill Consultation and that a robust response had been drafted by BB. JG said that the work stream was also involved with the upcoming EQIA of the Blue Badge Reform Bill.

7c Buses Work stream

41. AH gave an update and said the work stream would need to respond to the Taxi and Private Hire Consultation by the 15 March 2013.

7d Ferries Work stream

42. AM said that the Ferries Plan was published and that there was an intention to cover access issues in the plan but that they could have been more extensive. AM added that an Access Improvement Fund board was to be set up to manage funding to operators and that MACS could be included in the group. The Convener added that the Work stream had dealt with the issues very well and that MACS role would be clarified in time. AM added that comments made by JB in the consultation had been used in the response.

43. The Convener said that the Ferries Division had agreed to consult MACS on the complaints procedure under the European Legislation to ensure that the mechanism would be easily accessible.

7e Roads for All Work stream

44. The Convener said that she was interested to see that ScotRail had allocated £8,000 through the Rural Bus Project for the removal of heavy doors at Aviemore. Highland Council was to contribute £5,000 towards the project but so far had not responded. She had spoken to HITRANS about this but the matter needed to be raised at the next forum meeting.

Action point: 11 JH to highlight this funding issue at the next Roads for All meeting.

Update: HITRANS and Highland Council have agreed to share the cost of £5,000

45. JH said that the next Roads for All meeting agenda was very light and that none of the items on the agenda were about the Rural Bus Project. Items on the agenda were; the Forth Replacement Crossing, the comments on which were very technical and the Good Practice Guide. JH added that she would raise the issue of roads maintenance at the meeting. JH said that the Forth Replacement work was on-going and that she would speak with Steven Brown in relation to technical checking and tactile paving.

46. JH said that the Scottish Government's Architecture and Place making Division had pulled a group together and the group was keen to address accessibility.

7f Commonwealth Games Work stream

47. GL said there was nothing further to report on this work stream.

7g Blue Badge Work stream

48. GL informed the Committee that the work stream would be involved in the EQIA on the Blue Badge Reform Bill. He added that the Blue Badge Consultation had a response date of the 20 March 2013.

Item 8. Strathclyde Partnership for Transport Guest Speakers

49. The Convener welcomed JB and EM from SPT and said that she was pleased that MACS had the opportunity to feedback to SPT in relation to their recent questionnaire issued.

50. JB (SPT) thanked the Convener for the invitation and added that SPT were obliged to meet Equality Duties and Outcomes and said they were delighted to attend and stated that SPT were committed to eliminate discrimination and improve access for all.

51. JB (SPT) gave a brief background as to their remit and workplans. JB (SPT) then informed the Committee on the methods they had used to consult and engage with stakeholders whom included; questionnaires, telephone interviews, focus groups and on-site visits to talk to customers. SPT then spoke about the issues identified by the research on the subway and bus network. The issues included; Subway: wheelchair accessibility, audio failure, inadequate lighting. Buses: bus stop accessibility, lack of publicity on attributes of bus stops, need for 'talking bus' stops, driver awareness training, passenger attitudes to disabled passengers, conflict over priority spaces and issues with the boundaries and planning of community transport service MyBus.

52. JB (SPT) spoke about their draft Equality Outcomes and other activities that supported the process. Future work was discussed and included the development of an action plan and further work to drive commitment to meeting the Public Sector Equality Duty. JB (SPT) then invited questions and comments from MACS.

53. The Convener thanked SPT for their presentation and said that it showed than more than just the questionnaire had been done. The Convener invited the Committee to ask questions.

54. JH said that 55 organisations had been invited to respond but only 7 responded and JH asked if chat rooms had been used to obtain responses. JB (SPT) said that they had not used chat rooms but had conducted some face to face interviews which were useful.

55. JG thanked SPT for the presentation and commented that their EQIA process looked exhaustive and that he could suggest a more concise approach to EQIA. JG asked how much they worked with other RTPs. JG agreed and said that there were now opportunities to collaborate with rail partners.

56. AH thanked SPT for their presentation and asked SPT what proportion of service users were over 80. JB (SPT) said that he would get back to the Committee with the statistics. JB (SPT) said that as the population ages they will need to think about creating capacity for this and informed the Committee that they have recently invested in 80 buses that can be adapted.

57. AM asked if SPT were responsible for bus stops. JB (SPT) responded and said that it was local authorities that were responsible however, SPT could act as agents. AM asked how closely SPT were working with the Commonwealth Games Committee, City Council and Games Team. AM adding that there currently were relatively few access buses. JB (SPT) said that they were working ever more closely with the Commonwealth Games Committee as the games approach.

58. AM made comments relating to the Hillhead Improvements and in particular audio improvements on board trains; currently announcements are made by the subway driver. AM also asked about any plans for integrated ticketing. JB (SPT) said that a Smartcard was to be rolled out and that sensor lighting was also being rolled out. SPT act as an agent for the councils.

59. BB comments that built awareness about disability difficulties goes well beyond Transport Provision and that public perception of disability was worrying. JB (SPT) said that SPT need to meet the challenges and change the attitudes towards people with disabilities.

60. JB asked if there were any further planned meetings on subway modernisation since the last meeting on the 13 January 2012. SPT clarified by saying that as the EQIA is being tackled in different phases there will be a further meeting.

61. The Convener asked if anybody checked the React system at Buchanan Street and how good the system was. JB (SPT) said that he did not know who checked the system but would approach a contact to look at the efficiency of the system. The Convener then closed the session and thanked SPT for their presentation.

Item 9. Any Other Business-(i) Transport for Everyone Action Plan

62. JH spoke about the Transport for All report and said that there were 12 items in the report that cut across into the work of MACS and Scottish issues; EU Bus and Coach regulations, Blue Badge and Welfare Reform, powered scooters and wheelchairs. JH said that the Tactile Paving Guidance would also be implemented in Scotland. JH suggested that MACS pull together a single sheet action plan to be used by MACS. It was noted that there was no reference to MACS in the Access for All report.

Item 10. Date of next meeting

63. Members noted that the next meeting would take place on Tuesday 23 April 2013 at 11.00 am in Conference Room 2, Victoria Quay. The Convener closed the meeting, thanking everyone for their attendance.

**MACS Secretariat
February 2013**