

PLANNING AND STRATEGY WORKSTREAM WORKPLAN 2018-2019					
1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
1.	Parliamentary Liaison	To give Scottish Ministers advice on aspects of policy, legislation and practice affecting the travel needs of disabled people.	<ul style="list-style-type: none"> The Convener will meet with the Minister for Transport and the Islands at least 4 times annually to give advice, discuss issues, update on progress and agree priorities The Convener will liaise with the Members to jointly finalise a list of views and issues to be discussed with the Minister. To log and progress actions from these meeting through the P&S workstream. 	<p>Quarterly diarised meetings</p> <p>Two weeks before the Ministerial meetings</p> <p>Quarterly</p>	Linda Bamford
2.	Partnership Working	To give advice, share knowledge and best practice guides to promote the travel needs of people with disabilities with designers, including transport planners and operators, so that these are fully taken into account in the development of vehicles and infrastructure and	<ul style="list-style-type: none"> To engage with partners at strategic level by assisting with the delivery of the Accessible Travel Framework, National Transport Strategy Review, A Fairer Scotland for Disabled People and developing 	April 2018 onwards	<p>Linda Bamford (Convener)</p> <p>Work streams via Planning and Strategy work stream and work stream leads</p>

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		<p>delivery of services.</p> <p>To provide Transport Accessibility Team with expert advice in delivering the ATF</p> <p>MACS will give independent feedback to the Minister on progress and obstacles as necessary.</p> <p>To assist and offer expert advice on The Accessible Travel Framework Steering Group.</p> <p>To assist and offer advice on the NTS review</p>	<p>policies and legislation.</p> <ul style="list-style-type: none"> • To allocate members to each of the 13 work packages of the Accessible Travel Framework. Members, according to their knowledge and interests. • A feedback loop will be incorporated in the quarterly meetings with the Minister. • The Convener to attend the Group to offer advice and assistance. • Convener to sit on the NTS Partnership Steering Group. • The Bus and Community Transport Lead to offer co-chair the Tackling 	<p>Quarterly</p> <p>On Request</p> <p>As scheduled</p>	

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			Inequalities working group.		
3.	Liaison with Transport Scotland (<i>Inc. Policy Teams</i>), COSLA, Local Authorities and RTPs	To continue to develop partnership-working arrangements with Transport Scotland, Regional Transport Partnerships, COSLA and Local Authorities.	<ul style="list-style-type: none"> To advocate the needs of people with disabilities on the delivery of accessible transport within the Integration of Health and Social care Agenda by involvement in key meetings and assisting TS with their annual accessible transport summit. To utilise opportunities via key stakeholder meetings to highlight current issues. MACS will respond to consultations and service redesign engagements to ensure the travel needs of disabled people are planned from concept stages. MACS will analyse the 	<p>Quarterly MACS Committee Meetings</p> <p>Bi annual Committee Development Days</p> <p>On request or invite</p>	<p>Linda Bamford (Convener)</p> <p>Planning and Strategy Workstream and all Workstreams Leads</p>

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			<p>impact and outputs from involvement in stakeholder engagements and as appropriate providing briefing reports to the full committee post meetings. MACS will attend the annual TS summit to offer support and assistance.</p> <ul style="list-style-type: none"> • MACS will use internal development days to identify key issues, update work plans and prepare briefing to inform and influence external stakeholders. • As identified through external engagement. 		
4.	DPTAC	<p>To continue to act as an observer on the DPTAC (Disabled Person's Transport Advisory Committee) as per the agreement with the Minister in 2016</p> <p>To continue to engage with</p>	<ul style="list-style-type: none"> • Attendance at quarterly DPTAC meetings with briefing reports shared to Committee Members. • Discussions will take 	<p>Quarterly Meetings</p> <p>Quarterly</p>	Hussein Patwa

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		<p>DPTAC as part of the horizon scanning process and to gain and share knowledge.</p> <p>MACS will review the partnership arrangements between MACS, TS and DPTAC to seek improvements and opportunities for joint working.</p>	<p>place between MACS and TS Sponsor Team in advance of DPTAC meetings as good practice.</p> <ul style="list-style-type: none"> MACS will work in partnership with TS to inform, influence and share best practices with DPTAC. 	<p>Bi Annually with TS Sponsor Team and P&S Workstream</p>	
5.	UNCRPD	<p>MACS will continue to engage with the transport elements of the COSLA 'UNCRPD Delivery Plan' and 'A Fairer Scotland for Disabled People' plans to give advice and share knowledge to assist with the progression and to make travel more accessible for people with disabilities.</p>	<ul style="list-style-type: none"> UNCRPD Lead will keep the Committee up to date with changes (or potential changes) to policy and legislation that could effect the rights of disabled person when travelling or in relation to transport provision. UNCRPD lead will horizon scan and plan appropriate committee involvement as required. MACS will seek appropriate forums to 	<p>Ad Hoc and as required.</p>	<p>Marsali Craig</p>

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			inform and influence.		
6.	Consultations and Calls for Evidence	To respond to “calls for evidence” (verbal and written) and consultations.	<ul style="list-style-type: none"> • Responses to be agreed and coordinated by the Planning and Strategy workstream. • Responses to be logged on a Consultation/Call for Evidence Register to enabling better planning. The responses will be made available on the MACS website after submission. 	As required	Keith Robertson and David Hunter Secretariat
7.	Horizon Scanning	MACS will focus on identifying emerging trends and developments, including (but not limited to) technology which may represent opportunities and challenges to disabled people’s mobility	<ul style="list-style-type: none"> • To engage with a variety of networks and research to keep the Committee updated on emerging trends, inform guidelines and ensure the needs of persons with disabilities are highlighted at the concept stage of any developments. • To constantly highlight new areas of work and reflect that in the 	Responsive with an annually review.	David Hunter and Hussein Patwa

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			workplans.		

- 1. Reference Number
- 2. Work area at strategic level
- 3. Objectives – what you want to achieve in the next reporting period
 - S – Specific
 - M – Measurable
 - A – Achievable
 - R – Realistic
 - T – Timely
- 4. Activities/ Actions – how are you going to achieve it?
- 5. Timescale – When are you going to achieve it by?
- 6. Lead Member – who is going lead on it?