

**BUS AND CT WORKSTREAM WORKPLAN 2018-19**

1. Ref	2. Work area	3. Objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
1.	Taxi, Private Hire - Vehicle Accessibility	To monitor and evaluate accessibility issues on taxi (including Private Hire), community transport and trams.	<ul style="list-style-type: none"> <li>To attend relevant meetings and events.</li> <li>To work with other organisations to offer expert advice and guidance.</li> <li>To identify issues of concern and/or good practice to inform the Minister.</li> </ul>	As required	Sheila Fletcher  All workstream members
2.	Accessibility Framework	<p>To work with Scottish Government Accessibility Team to assist with implementation of the Accessible Travel Framework.</p> <p>To assist Scottish Government Accessibility Team by giving expert advice to inform the work packages of the Accessible Travel Framework.</p>	<ul style="list-style-type: none"> <li>To attend the relevant meetings</li> <li>To monitor and evaluate progress on the implementation of the Framework and inform the Minister of any obstacles identified</li> <li>To commit resources to work packages 4, 6 and 10 of the Accessible Travel Framework and offer support, evaluate the progress and give expert advice.</li> </ul>	As required	Sheila Fletcher  All workstream members
3.	Integrated ticketing, Smart Cards, Thistle Card, new applications	To continue to work with Transport Scotland and Regional Transport Partnerships on the introduction of integrated ticketing and new applications.	<ul style="list-style-type: none"> <li>To attend Bus Stakeholders group</li> <li>To liaise with MACS IT Champion to ensure sharing of information and good practice.</li> <li>To identify” issues of concern and/or good practice to inform the Minister.</li> </ul>	Quarterly	Sheila Fletcher Working in partnership with Hussein Patwa

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4.	Development of accessible buses and coaches	To engage with coach manufacturers and bus operators to encourage/influence the long term development of step free coach design, moving beyond DDA compliance to compliance with the Equality Act 2010.	<ul style="list-style-type: none"> <li>• To attend the Bus Stakeholders group and maintain contact with coach manufacturers.</li> </ul>	Quarterly and as required	Sheila Fletcher  All workstream members
5.	Integration between different modes of transport	<p>To identify the potential gaps existing in the availability of assistance beyond stations.</p> <p>To monitor, research, raise awareness and give advice and guidance to improve integration between modes of transport.</p>	<ul style="list-style-type: none"> <li>• To encourage (by advocating accessibility, sharing knowledge and best practice)the development of robust policies in the new National Transport Strategy</li> <li>• To work with the Tackling Inequalities Working Group to:                             <ul style="list-style-type: none"> <li>✓ give expert advice on accessible travel and the needs of disabled passengers</li> <li>✓ to influence the development of the NTS and improve cross modal passenger assistance.</li> </ul> </li> </ul>	As required throughout development of proposals and consultation period	Sheila Fletcher  All workstream working in partnership with other workstreams
6.	Public Social Partnerships and transport for health and social care	To monitor the work of the RTPs and developing partnerships with Community Transport operators aimed at providing services to cover the needs of people attending hospital appointments and social care activities.	<ul style="list-style-type: none"> <li>• To encourage (by advocating accessibility, sharing knowledge and best practice) the development of robust policies in the new National Transport Strategy</li> <li>• To support the ability for disabled people to undertake</li> </ul>	As required throughout development of proposals and consultation period	Sheila Fletcher  All workstream working in partnership with other workstreams

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		<p>To give expert advice on the needs of disabled persons to allow them to undertake successful door to door journeys.</p> <p>To raise awareness of the transport needs of disabled people to prevent loneliness and social isolation.</p>	<p>successful door to door journeys (by meaningful engagement, ensuring lived experience is shared and voices are heard).</p> <ul style="list-style-type: none"> <li>• To work with the Tackling Inequalities Working Group to ensure equal access to transport provision nationally</li> <li>• To encourage organisations to conduct meaningful equality impact assessment in any health service redesign with particular focus on the needs of persons with disabilities (by advocating accessibility and engagement with Disabled People, Disabled People Organisations, Disability Organisations and Access Panels)</li> <li>• To identify issues of concern and/or good practice to inform the Minister.</li> </ul>		

**FERRIES AND AIRPORTS WORKSTREAM WORKPLAN 2018-2019**

1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
1	<b>Ferry Service Providers</b>	<b>To support providers in developing fully accessible ferry services</b>	<ul style="list-style-type: none"> <li>• To build relationships with colleagues at Transport Scotland Ferries Unit and support their work with the Scottish Ferries Services Ferries Plan 2013- 2022.</li> <li>• To continue to build relationships with ferry operators and ferry terminal providers to offer advice and promote improved accessibility.</li> <li>• To seek opportunities to develop ferry services and ferry terminals which standards do not meet the minimum requirements for accessibility.</li> <li>• To celebrate and acknowledge good practice by identifying and sharing achievements.</li> </ul>	<p>Responsive with an annual review</p> <p>As required</p> <p>Review by quarterly report</p> <p>By Sept 2018</p>	Hilary Stubbs

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1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
			<ul style="list-style-type: none"> <li>To prepare a document detailing guidelines on accessibility at ferry terminals based on the document on railway stations issued by MACS 2017.</li> </ul>		
2	<b>Airports</b>	<b>To support airport providers to develop fully accessible airports.</b>	<ul style="list-style-type: none"> <li>To encourage inclusive planning and design of airport infrastructure, including the provision of Changing Places facilities.</li> <li>To encourage airports to develop technology to assist persons with disability</li> <li>To review performance Indicators on accessible air travel</li> <li>To give advice and guidance to airport providers to assist them to facilitate a whole transport system</li> </ul>	Responsive by an annual review	Hilary Stubbs

**FERRIES AND AIRPORTS WORKSTREAM WORKPLAN 2018-2019**

1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
			approach to travelling by air.		

- 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
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- 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?

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.	<b>Parliamentary Liaison</b>	<b>To give Scottish Ministers advice on aspects of policy, legislation and practice affecting the travel needs of disabled people.</b>	<ul style="list-style-type: none"> <li>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</li> <li>The Convener will liaise with the Members to jointly finalise a list of views and issues to be discussed with the Minister.</li> <li>To log and progress actions from these meeting through the P&amp;S workstream.</li> </ul>	<p>Quarterly diarised meetings</p> <p>Two weeks before the Ministerial meetings</p> <p>Quarterly</p>	Linda Bamford
2.	<b>Partnership Working</b>	<b>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</b>	<ul style="list-style-type: none"> <li>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</li> </ul>	April 2018 onwards	<p>Linda Bamford (Convener)</p> <p>Work streams via Planning and Strategy work stream and work stream leads</p>

**PLANNING AND STRATEGY WORKSTREAM WORKPLAN 2018-2019**

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		<p><b>delivery of services.</b></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"> <li>• To allocate members to each of the 13 work packages of the Accessible Travel Framework. Members, according to their knowledge and interests.</li> <li>• A feedback loop will be incorporated in the quarterly meetings with the Minister.</li> <li>• The Convener to attend the Group to offer advice and assistance.</li> <li>• Convener to sit on the NTS Partnership Steering Group.</li> <li>• The Bus and Community Transport Lead to offer co-chair the Tackling</li> </ul>	<p>Quarterly</p> <p>On Request</p> <p>As scheduled</p>	

PLANNING AND STRATEGY WORKSTREAM WORKPLAN 2018-2019					
1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
			Inequalities working group.		
3.	<b>Liaison with Transport Scotland (<i>Inc. Policy Teams</i>), COSLA, Local Authorities and RTPs</b>	<b>To continue to develop partnership-working arrangements with Transport Scotland, Regional Transport Partnerships, COSLA and Local Authorities.</b>	<ul style="list-style-type: none"> <li>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.</li> <li>To utilise opportunities via key stakeholder meetings to highlight current issues.</li> <li>MACS will respond to consultations and service redesign engagements to ensure the travel needs of disabled people are planned from concept stages.</li> <li>MACS will analyse the</li> </ul>	<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>

PLANNING AND STRATEGY WORKSTREAM WORKPLAN 2018-2019					
1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
			<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"> <li>• MACS will use internal development days to identify key issues, update work plans and prepare briefing to inform and influence external stakeholders.</li> <li>• As identified through external engagement.</li> </ul>		
4.	<b>DPTAC</b>	<p><b>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</b></p> <p>To continue to engage with</p>	<ul style="list-style-type: none"> <li>• Attendance at quarterly DPTAC meetings with briefing reports shared to Committee Members.</li> <li>• Discussions will take</li> </ul>	<p>Quarterly Meetings</p> <p>Quarterly</p>	Hussein Patwa

PLANNING AND STRATEGY WORKSTREAM WORKPLAN 2018-2019					
1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
		<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"> <li>MACS will work in partnership with TS to inform, influence and share best practices with DPTAC.</li> </ul>	<p>Bi Annually with TS Sponsor Team and P&amp;S Workstream</p>	
5.	<b>UNCRPD</b>	<p><b>MACS will continue to engage with the transport elements of the COSLA 'UNCRPD Delivery Plan' and 'A Fairer Scotland for Disabled People'</b> 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"> <li>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.</li> <li>UNCRPD lead will horizon scan and plan appropriate committee involvement as required.</li> <li>MACS will seek appropriate forums to</li> </ul>	<p>Ad Hoc and as required.</p>	<p>Marsali Craig</p>

PLANNING AND STRATEGY WORKSTREAM WORKPLAN 2018-2019					
1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
			inform and influence.		
6.	<b>Consultations and Calls for Evidence</b>	<b>To respond to “calls for evidence” (verbal and written) and consultations.</b>	<ul style="list-style-type: none"> <li>Responses to be agreed and coordinated by the Planning and Strategy workstream.</li> <li>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.</li> </ul>	As required	Keith Robertson and David Hunter  Secretariat
7.	<b>Horizon Scanning</b>	<b>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</b>	<ul style="list-style-type: none"> <li>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.</li> <li>To constantly highlight new areas of work and reflect that in the</li> </ul>	Responsive with an annually review.	David Hunter and Hussein Patwa

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			workplans.		

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## RAIL WORKSTREAM

Ref	Work area	SMART objectives	4. MACS Activities/Actions	Timescale	Lead Member
	<b>Major Station Developments</b>	To give Scottish Ministers and Rail Transport Operators advice on aspects of station development works affecting the travel needs of disabled people	<ul style="list-style-type: none"> <li>To monitor, assess and notify Rail Operators, Transport Scotland and the Minister of any issues by giving advice and signposting to good practice guides.</li> </ul>	On-going	Marsali Craig  All work stream
	<b>Station Accessibility and information</b>	To consider common threads and issues arising from different station developments, including station access information, and provide advice and guidance for future developments.	<ul style="list-style-type: none"> <li>To engage with partners to assist with the delivery of the recommendations within the Accessible Travel Framework, A Fairer Scotland for Disabled People and The Equality Act by giving advice, sharing knowledge and promoting best practice guides.</li> <li>To ensure rail workstream involvement in work packages 1,2,3 and 9 of the Accessible Travel Framework</li> </ul>	On-going	Hussein Patwa  All work stream

## RAIL WORKSTREAM

Ref	Work area	SMART objectives	4. MACS Activities/Actions	Timescale	Lead Member
	<b>Passenger Assist</b>	To liaise with the Rail Delivery Group and Passenger Assist to provide advice and guidance to Rail Operators and the Minister regarding Passenger Assist.	<ul style="list-style-type: none"> <li>• To liaise regularly with ScotRail about best practice in Passenger Assist</li> <li>• To work with RDG and partners on future improvements.</li> <li>• To identify and highlight recurring problems with Passengers Assist ensuring the Minister is alerted to issues.</li> </ul>	Hussein Patwa Fraser Sutherland All workstream	On-going
	<b>Fares, Tickets and Online Booking</b>	To advise the Minister about the potential for changes in booking and ticketing systems that would create equality between disabled people and their non-disabled peers.	<ul style="list-style-type: none"> <li>• To liaise regularly with ScotRail and other rail operators to give advice and share knowledge to assist with making online booking and ticketing arrangements more equitable and convenient for use by disabled people.</li> </ul>	On-going	Hussein Patwa Fraser Sutherland All workstream

## RAIL WORKSTREAM

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			<ul style="list-style-type: none"> <li>To promote the use and benefits of Smart Cards and integrated ticketing.</li> </ul>		
	<b>Engagement and Consultation</b>	To engage with Rail Transport Operators and other groups to respond to Consultations informing future work on relevant projects.	<ul style="list-style-type: none"> <li>To attend relevant Conferences and events</li> <li>To respond to Consultations as appropriate, ensuring collaboration with other MACS workstreams where input on intermodal change is needed.</li> </ul>	On-going	All workstream

ROADS INFRASTRUCTURE AND ACTIVE TRAVEL WORKSTREAM WORKPLAN 2018-2019					
1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
	<b>Architectural and Planning Services and Building Standards</b>	<p>To work with Scottish Building Standards and Architectural and Planning Officials to ensure access for disabled people and successful door-to-door journey are enabled and developed at all times.</p> <p>To ensure a cross-modal approach.</p>	<ul style="list-style-type: none"> <li>To meet with Scottish Government Officials</li> <li>To work with other workstreams to ensure accessibility to stations and terminals.</li> </ul>	On-going	Keith Robertson
	<b>A90/A96 Haudagain improvement</b>	To advise Transport Scotland, Consultants and Contractors on access matters and the delivery of an inclusive infrastructure in the provision of the roads development.	<ul style="list-style-type: none"> <li>To continue to attend the Access Forum and advocate and promote good practice in enhancing accessibility of public transport services and infrastructure.</li> </ul>	On-going	Keith Robertson/George Mowat-Brown
	<b>A9 dualling</b>	To advise Transport Scotland Officials, Consultants and Contractors on matters relating to access for disabled people.	<ul style="list-style-type: none"> <li>To continue involvement through external engagements in all access matters relating to the inclusive development.</li> <li>To give advice, advocate and promote good practice to facilitate the removal of barriers for disabled people ensuring</li> </ul>	As requested	Keith Robertson/Hilary Stubbs

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1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
			accessibility of public transport services and infrastructure.		
	<b>Roads for All Forum</b>	<p>To advise Transport Scotland Officials and other organisations represented on the Forum on access issues and the Equality Act in the discharge of their duties in the provision of the roads infrastructure in Scotland</p> <p>To assist in the development of Transport Scotland 'Good Practice Guide'.</p>	<ul style="list-style-type: none"> <li>To continue to be represented on the Forum ensuring the identification and promotion of best practice is taken into consideration and developed in all areas of public Transport Infrastructure.</li> <li>To advocate and promote good practice to facilitate the removal of barriers ensuring travel information is accurate and accessible when advertising is undertaken</li> </ul>	Quarterly	Keith Robertson/David Hunter
	<b>Roads Maintenance Stakeholder Group (RMSG)</b>	<p>To advise the organisations represented on access issues to enable disabled people to make more successful door to door journeys.</p> <p>To contribute to advice on the development of policy and best</p>	<ul style="list-style-type: none"> <li>To continue to be represented on the Group to advocate and promote best practice during all roads maintenance projects and to facilitate the removal of barriers for disabled people when</li> </ul>	Quarterly	Keith Robertson/Fraser Sutherland

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1. Ref	2. Work area	3. SMART objectives	4. MACS Activities/Actions	5. Timescales	6. Lead Member
		practice in the provision of roads maintenance on both Trunk and Local Authority maintained roads, pavements and streetworks.	<p>travelling.</p> <ul style="list-style-type: none"> <li>To advise on inclusive communication to ensure that travel information is accurate and accessible.</li> </ul>		
	<b>Designing Streets, Shared Space, Tactile Paving and other relevant access issues</b>	<p>To maintain an ongoing watching brief, contributing as and when necessary.</p> <p>To give advice and promote Accessible Design, Inclusive Streets and Streetscapes to ensure that the infrastructure of our pedestrian and roads environment is accessible to disabled people to enable more door-to-door journeys.</p>	<ul style="list-style-type: none"> <li>To contact projects' leads to gain involvement when required</li> <li>To respond to relevant projects and consultations</li> </ul>	Horizon Scanning and as and when invited.	Keith Robertson other available members of the Workstream
	<b>Active Travel including National Walking Strategy</b>	To advise Transport Scotland and other organisations on the provision of an inclusive active travel infrastructure in Scotland.	<ul style="list-style-type: none"> <li>To continue to be involved in the implementation of the Walking Strategy to ensure that any barriers to disabled people are taken into consideration and addressed as the strategy evolves.</li> <li>To liaise with projects</li> </ul>	As requested	David Hunter

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			leads and continue to advocate and promote good practice and give advice on all active travel projects to ensure that access for disabled people is maintained at all times.		
	<b>Parking</b>	To advise and assist on the development of the Responsible Parking Bill	<ul style="list-style-type: none"> <li>To continue to participate in the Responsible Parking Working Group, advocating and promoting good practice to facilitate the removal of barriers to enable disabled people to park close to their destination.</li> </ul>	Scheduled meetings	Fraser Sutherland
	<b>Blue Badge Scheme</b>	To continue to be involved in the development of the Blue Badge Scheme to advocate and promote good practice to ensure that disabled people can make successful door-to-door journeys.	<ul style="list-style-type: none"> <li>To contact relevant project leads to gain involvement when required.</li> <li>To continue to participate in developments relating to the Blue Badge Scheme.</li> </ul>	As and when matters arise	George Mowat-Brown
	<b>Horizon Scanning</b>	To scan and identify matters that affect disabled people and access to the Roads Infrastructure and Active Travel as BREXIT	<ul style="list-style-type: none"> <li>To ensure issues are identified early by appropriate external engagements.</li> </ul>	Ongoing	Keith Robertson/all members

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		negotiations develop and matters are devolved to the Scottish Parliament.	<ul style="list-style-type: none"> <li>To give advice and share knowledge to assist with planning and actions to advocate and promote good practice.</li> <li>To give guidance to seek improvements and minimise the impact of any issues affecting Roads Infrastructure and Active Travel that arise from the BREXIT process.</li> <li>To scan areas that are devolved to the Scottish Government and advise the officials and the Ministers on potential impact on disabled people and access to transport and infrastructure (including disability benefits and Motabiity scheme).</li> </ul>		

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