

Strategy -

3a Liaison between RTPs, and with the Scottish Government and Others

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- Purpose of Report

The purpose of this report is to update the Board on liaison with other RTPs and with the Scottish Government and other organisations.

- Background

The following series of meetings have been agreed by the Board or have evolved through the meetings agreed by the Board:

- RTP Chairs and the Minister for Transport to meet twice yearly.
- RTP Chairs to establish an Association and to meet quarterly.
- Nestrans Liaison Sub Committees appointed for meetings with HITRANS/ ZetTrans and TACTRAN as neighbouring RTPs.
- RTP Lead Officers meeting quarterly now including Scottish Government and CoSLA.
- LABOF Steering Group meetings

- Recent Developments

Since the last Board meeting on 15 February 2012, the following meetings have been held:

- ❖ **RTP Lead Officers, Glasgow, 23 February 2012**

This meeting was primarily concerned with two issues, the Chairs meeting with the Minister and a joint RTP response to the Rail franchise consultation. The Chairs meeting is discussed further below including discussion on these issues.

- ❖ **HTAP Steering Group, Aberdeen, 28 February 2012**

A draft minute of the meeting is attached as Appendix D.

- ❖ **Transport Scotland re A96 dualling, Inverness, 29 February 2012**

This meeting was attended by Derick Murray, Ewan Wallace (Aberdeenshire Council) & John Wilson (Aberdeen City Council/AWPR Managing Agent).

Transport Scotland officials confirmed that it is the intention to dual the A96 by 2030. This clarified the anomaly in the Infrastructure Investment Plan as published last November which had the spending profile within the appendix only specifically showing Inverness to Nairn by 2030 and £1bn allocated for the A96 compared to £9b allocated to A9. This verbal confirmation is being formally pursued with Transport Scotland officials.

Discussion on the A96 centred on:

**Strategy:** It was agreed by all parties that there requires to be a strategy for the complete route that looks beyond individual schemes. This will take into account the economic benefits across the north of Scotland of upgrading the A96, the safety implications and the environmental and social impact on communities of upgrading the complete route. This will include a consideration of the difficult topography at parts of the route and will provide a overall route justification for all sections of the route no matter the level of traffic or proximity to settlements.

**Junction strategy:** It was highlighted that a junction strategy would be required to try and ensure a consistency of junction type and consistency of access arrangements. It was also noted that this should also consider existing dualled sections to ensure consistency on the complete route.

**Priority sections:** There was detailed discussion on this issue. In the Nestrans area it was agreed that the Inverurie to Pitcaple section was the highest priority.

**Routings:** Discussion on this issue highlighted the difficult nature of the topography and community issues. This tends to put forward a case for upgrading in larger sections as compared to those schemes that had originally been identified in the period 1988 to 1993. For example some of the previous bypasses could be longer than originally thought due to the nature of the existing layout, future development proposals, increased environmental requirements and topography. A commitment was made by Aberdeenshire officers to look out details of previous proposals that are held in archives and pass to Transport Scotland.

**Local Involvement in delivery of the A96 dualling:** There was discussion about Transport Scotland using the knowledge base of the Local Authorities and RTP's in the development of proposals. This discussion looked at involvement of all 4 Local Authorities and 2 RTP's through a formal steering group, the opportunity to use authorities as local managing agents and the option of design works being carried out by local authorities. The positive impact of local involvement in consultations and land owner discussions was also highlighted.

The next stage of this work will involve the production of a report to the Minister in the autumn which will set out the key issues and options for taking forward the A96 Dualling.

**Inveramsay Bridge:** There was a short separate discussion on Inveramsay Bridge where the case for immediate action was discussed and the possibility of setting up a steering group including local representation was discussed. It was agreed that a further meeting would be held to consider this following the current A96 stakeholder consultations and Transport Scotland consideration of the outputs of the consultations. This meeting has been set for 12 April 2012 and will also include discussion on the Haudagain roundabout.

#### ❖ **LABOF Steering Group, Aberdeen, 01 March 2012**

The draft minute of the meeting is attached as Appendix C.

#### ❖ **RTP Chairs, Edinburgh, 07 March 2012 (including a meeting with the Minister for Transport)**

The RTP Chairs considered two papers prior to a short meeting with the Minister for Transport. This meeting with the Minister was a follow up to the last meeting where it

was agreed that the RTP's would bring forward proposals on working more closely with Transport Scotland to achieve the outcomes of the National Transport Strategy.

The papers were:

- 1) Helping to deliver the National Transport Strategy and is attached as Appendix A
- 2) Alternative funding sources and is attached as Appendix B

The discussion centred on how to present the papers given the short timescale available for the meeting. It was agreed that the papers would be combined and the meeting would concentrate on three priority areas with full papers being passed on to the Minister.

The three agreed priority areas were:

- 1) Bus
- 2) Strategic Transport Projects Review/ Infrastructure Investment Plan
- 3) Access to Healthcare

The meeting with the Minister discussed these issues including finances. It was agreed that there would be merit in setting up a joint RTP/ Transport Scotland working group to consider how the RTP's (and hence the Local Authorities) could jointly work together to achieve the common aims. Subsequently officers are agreeing a remit for the group which it is intended will be based along the papers at Appendix A & B.

The RTP Chairs also discussed a joint response to the Scotrail franchise consultation. Transport Scotland had granted a dispensation on the timetable to permit the Chairs agreed paper to be submitted following this meeting. The Chairs agreed a submission but further instructed that some work be done to put the external connections on conventional rail, high speed rail and air into a holistic strategy. It was noted that there was significant work being undertaken, including extensive consultation, on each of these modes but that decisions were being taken on each of these in London with no visible integration between these decisions. It was requested that the Lead Officers raise this issue with the Department for Transport. This is entirely consistent with the Nestrans suggestions already made to the Department and with our responses to consultations to date.

The RTP Chairs also discussed the re-formation of a Bus Stakeholder Group. The RTP's had been asked by Transport Scotland to appoint a representative to this group but agreed, with Transport Scotland, that Eric Stewart of SPT and Eric Guthrie of Tactran would represent the RTP's reflecting both urban and rural bus interests.

The Chairs also agreed that the secretariat for the RTP's would now pass from Sestran to Tactran.

Additional:

The first meeting of the Bus Stakeholder Group met on 3 April 2012. The meeting identified 3 areas to work on:

- ° Reviewing the regulations covering bus service provision and the registration of bus services with a view to bringing greater stability to the network.

- Considering what additional steps are needed to encourage greater use of schemes like that established last year in Renfrewshire and more recently in Glasgow which set quality criteria on areas such as customer service, minimum frequencies and standards of service.
- The public funding framework including the Bus Investment Fund, and how best this money can be invested to deliver improved bus services.
  
- Future Programme of Meetings
  - ❖ **Health and Transport Action Plan Steering Group, Aberdeen, 10 April 2012**
  - ❖ **RTP Lead Officers, Perth, 16 May 2012**
  - ❖ **Health and Transport Action Plan Steering Group, Aberdeen, 22 May 2012**
  - ❖ **LABOF Steering Group, Aberdeen, 24 May 2012**
  - ❖ **Nestrans Member Induction, 18 June 2012**
  - ❖ **RTP Chairs, 5 September 2012**
  
- Recommendation

The Board is recommended to note progress on liaison arrangements with other RTPs, the Scottish Government and others and arrangements for future meetings.

RGM 4 Apr 2012

### HELPING TO DELIVER THE NATIONAL TRANSPORT STRATEGY

This briefing paper sets out the RTPs 'offers' to and 'asks' of the Scottish Government to help deliver the National Transport Strategy and its outcomes:

**NTS Outcome 1:** Improve journey times and connections between our cities and towns and our global markets to tackle congestion and provide access to key markets

**NTS Outcome 2:** Reduce emissions to tackle climate change

**NTS Outcome 3:** Improve quality, accessibility and affordability of transport, to give people the choice of public transport and real alternatives to the car

#### What we do and how we can help...

RTPs are public accountable bodies with a variety of planning and operational functions. Through our Regional Transport Strategies, we have a statutory duty to plan, promote and deliver multi-modal transport solutions across our respective areas, working in partnership with Transport Scotland, our constituent councils and many other public and private sector bodies.

We can therefore help the Scottish Government across all modes at regional level, both in terms of policy development and implementation, and project / service delivery.

#### Our 'offers' and our 'asks'...

##### Bus

**Offer:** RTPs can assist in delivering a step change in accessibility for communities across Scotland.

**Ask:** Make adjustments to regulations and powers in relation to service provision, SQPs, registrations, BSOG, monitoring, ticketing, community transport, and encourage cross sector service integration.

Helps achieve NTS Outcomes: 2, 3.

##### Rail

**Offer:** RTPs can provide a regional perspective on rail, through policy and project delivery.

**Ask:** Give RTPs a stronger role in rail in next ScotRail franchise.

Helps achieve NTS Outcomes: 1, 2, 3.

## **Ferries**

**Offer:** RTPs can deliver improvements to ferry provision across Scotland reflecting the needs of communities.

**Ask:** Give RTPs a more effective role in ferry services and infrastructure provision.

Helps achieve NTS Outcomes: 2, 3.

## **Active travel / Walking & Cycling**

**Offer:** RTPs can deliver significant improvements in provision of active travel.

**Ask:** Allow RTPs a greater share of budgets for active travel projects / initiatives, allowing us to greater opportunities to lever in funding from elsewhere.

Helps achieve NTS Outcomes: 2, 3.

## **Air**

**Offer:** RTPs can provide a regional perspective on air travel and influence DfT and national policy

**Ask:** Give RTPs a more effective role in air travel

Helps achieve: NTS Outcomes 1, 3

## **Freight**

**Offer:** RTPs can greatly assist in a co-ordinated approach to freight in Scotland

**Ask:** Give RTPs a greater role and voice in freight policy and delivery.

Helps achieve NTS Outcomes: 1, 2, 3.

## **Smart Technology**

**Offer:** RTPs ideally placed to lead on smartcard delivery in their regions, as is happening in west of Scotland with SPT for smart card ticketing and in the east with RTPI in SEStran. .

**Ask:** Roll-out west of Scotland smartcard framework across Scotland through RTPs once it has been trialled in the west and continue support for RTPI.

Helps achieve NTS Outcomes: 1, 2, 3.

## **Access to health and social care**

**Offer:** RTPs can assist in delivering a more efficient approach to transport access to health and social care.

**Ask:** RTPs to take a lead role in co-ordinating the integration of transport access to health and social care.

Helps achieve NTS Outcomes: 1, 2, 3.

### **Strategic Transport Projects Review / Infrastructure Investment Plan**

**Offer:** RTPs can help Transport Scotland in further delivering STPR / IIP projects and initiatives.

**Ask:** Give RTPs project co-ordination role for appropriate STPR / IIP projects in liaison with TS.

Helps achieve NTS Outcomes: 1, 2, 3.

### **High Speed Rail**

**Offer:** RTPs can help with further development of Scottish HSR case within their regions.

**Ask:** Give RTPs stronger regional co-ordination role in HSR.

Helps achieve NTS Outcomes: 1, 2, 3.

### **National Concessionary Travel Scheme**

**Offer:** RTPs can assist Scottish Government in delivering more benefits from NCTS.

**Ask:** Scottish Government to work closely with RTPs in future development and co-ordination of NCTS during and after current review.

Helps achieve NTS Outcomes: 2, 3.

### **Alternative Funding Sources.**

#### **1 Introduction**

Over the past few years RTPs have been successful in attracting funding from sources other than Central or Local Government Funding which has added to the available funding for transport projects and allowed faster progress than would otherwise have been the case. This paper gives a brief overview of these sources and raises some related issues.

#### **2 EU Funding**

EU funding has been attracted from a number of funds including ERDF administered by the Scottish Government, Interreg North Sea, North West Europe, The Northern Periphery and the Atlantic Arc Programmes. All of these funds require a degree of match funding with the EU funding representing generally 40 to 60% of the project costs. The RTPs believe that they could attract considerably more funding from Europe to the benefit of the Scottish economy if a mechanism was in place to provide the match funding element and would ask the Minister to consider whether such a mechanism can be established.

#### **2 Use of Borrowing Powers**

As we flagged up at the last meeting with the Minister, the RTPs have the power to borrow to deliver projects that comply with their RTS. SPT has used this mechanism for Subway modernisation, Hitrans are using this to offer an alternative vessel funding mechanism as part of the ferries review and a scheme has been developed in Cambridgeshire for delivery of a new rail station in partnership with DfT. With these schemes the funding of the borrowing is either through lease of the vessels or through a “landing charge” paid by the rail operator for stopping at the new station and specified in the relevant franchise.

While these innovative ways of funding infrastructure are highly relevant, it is not always possible to establish a new funding stream to cover the capital loan charges. All expenditure by RTPs is effectively ring fenced for transport since the RTPs are single function authorities. The RTP borrowing powers could be used more extensively to assist Scottish Government in delivering transport projects if the Government was able to increase the general grant to RTPs sufficiently to cover the capital loan repayments.

The Minister is asked to consider whether this can be done.

#### **3 Developer Contributions**

The use of S75 agreements under the planning legislation has traditionally been used for developer contributions to local transport projects among others in the form of cash and/or land for transport projects. The constraint to date has been that the transport project must directly relate to the development concerned which has made it difficult to achieve contributions to strategic transport projects. The recent development led by Nestrans of a Strategic Transport Fund for Aberdeen

and Aberdeenshire building on public sector investment from Transport Scotland and Local Authorities with funding from developer contributions specifically for strategic improvements has now addressed this issue. A similar approach could be taken elsewhere in the country and RTPs wish to explore this further with Transport Scotland.

#### **4 Partnerships with the Private Sector**

The RTPs have been involved in a number of successful partnerships with the private sector to lever in private sector finance to transport. Examples include the Joint Venture established by SPT with ECEPs for smartcard ticketing in the west of Scotland, Sustainable travel grants attracting match funding, Quality Bus Partnerships like Ferry Toll, the Statutory Quality Partnership in Renfrewshire, Real Time Passenger Information in Edinburgh, the SEStran region and Nestrans, provision of advertising space and promotional material for P&R in Nestrans and from partners in EU projects. HITRANS is working closely with bus companies in delivering new and improved strategic bus services in Argyll, Moray and Highland, and with freight companies in encouraging environmentally attractive modal shift from road to rail and sea. The RTPs aim to continue these trends to help augment public sector funding.

#### **5 Shared Budgets**

Finally the RTPs have been active in leveraging in finance from other public bodies while working in partnership with them. Examples include RTP grants to Local authorities and Health Boards that are conditional on match funding from the recipients. This has included sustainable travel grants, electric vehicle grants, infrastructure construction, STAG (including pre STAG) assessments and development of Access to Health strategies. RTP's have also worked closely with Transport Scotland in developing both road and rail projects jointly funding scheme development costs. Again, this has augmented the funding directly received by the RTPs from Government.

#### **6 Conclusion**

With the limited time available, this has been a brief overview of the areas where RTPs have attracted alternative funding and where the RTPs believe they can assist Government in delivering the NTS. In these times of restricted funding it is essential that all parties with an interest in transport work together to maximise the limited funding available. The RTPs are not only willing but are enthusiastic about participating to the full in such a process to the benefit of Scotland and look forward to ever closer working relationships with Scottish Government and Transport Scotland.

## LABOF STEERING GROUP

### Minutes of Meeting Thursday 1<sup>st</sup> March 2012

#### Nestrans Board Room, 29 King Street, Aberdeen

**In Attendance:** Derick Murray, Nestrans (DM), Kirsty Morrison, Nestrans (KM), Richard Mckenzie, Aberdeenshire Council (RMck), Ewan Wallace, Aberdeenshire Council (EW), Joanna Murray, ACC (JM), Chris Cormack, ACC (CC), Andrew Jarvis, Stagecoach (AJ), Duncan Cameron, First (DC).

**Apologies:** Maggie Bochel, David Stewart

#### 1. Minutes of Meeting of LABOF Steering Group, 5<sup>th</sup> December 2011

The minute of the meeting on 5<sup>th</sup> December was agreed.

#### 4. Matters Arising

**King Street bus lane safety audit** – KM updated on the recommendations of the audit and agreed to circulate these to the rest of the group. It was discussed that any alterations need to make sure that the 15m vehicle swept paths are used and JM agreed to check that these are built in to all future designs. On King Street, it is the inner swept path that causes the problem. It is hoped that the works to implement the recommendations of the safety audit will be carried out in April. **Action: JM**

**Integrated ticketing** – DM reported that SPT are setting up a private company to carry out the back office function of integrated / smart ticketing initially on the underground but in time extended to bus services. KM to speak to SPT to find out more about what they are doing and it was agreed it would also be worthwhile speaking to Transport Scotland. **Action: KM**

DC also agreed to see what the views of colleagues in First Glasgow are on this. **Action: DC**

**Christmas Park and Ride** – An update was provided on the use of the Woodhill House park and ride site in the run up to Christmas. This was not well used but given the very short timescales in which it was implemented, this is not surprising. It was agreed that this should be included in promotion of pre-christmas park and ride in 2012. A meeting is being arranged for May to discuss all aspects of Christmas public transport and will involve the Police and City Wardens teams.

**Bus and Coach Statistics: 2012-11** – this was published on 29<sup>th</sup> February 2012 and shows a decrease in bus patronage across the country. The figures in tables 15 and 16 of the document do not seem right however and are showing a significantly greater decrease in patronage than expected. It was agreed that this should be queried with Transport Scotland. DM highlighted that population trends have also been published

this week. **Action: KM to write to Transport Scotland on behalf of Labof to raise serious concerns over the validity of the figures.**

**Concessionary fares** – Discussion has been had at RTPs level on concessionary fares and whether the age should be increased to 65. Some questions have also been asked about whether it should be devolved to management at a regional level but these are just discussions at the moment. Bus operators are lobbying through CPT for changes to the scheme and it was suggested that the age should be increased incrementally in line with changes to the state pension age. Bus operators reported that increases in the reimbursement pot do not take account of demographic changes and the more people who can lobby for changes, the better.

## **5. Draft Fares and Ticketing Strategy**

The draft strategy was considered and agreed that it should be put to the Nestrans Board and then to the two Councils as part of their wider Nestrans' update reports. The next Nestrans Board meeting is in April and it should then go to the next available committees at the Councils. **Action: Nestrans to report draft strategy to the next Board meeting**

DM highlighted the issue of young persons bus fares which was raised at a recent Aberdeenshire Youth Workshop. Nestrans have previously written to the Scottish Government on the issue of the discounts available through the Young Scot card and have undertaken to write again. **Action: KM**

## **6. Buchan & King Street BPIP – 2011 Monitoring**

The paper provided a summary of the results of the 2011 Buchan / King Street monitoring. It was highlighted that the 2011 survey was more focussed on peak time travel and therefore in real terms the figures may be concealing a bigger improvement. This will be reflected in the report.

EW asked if we can add any details from the automatic traffic counters to provide more information on traffic flows and how these differ on different days of the week. JM highlighted that Andy Smith already has this information. This will be actioned through the BPIP task group. **Action: KM**

DM reported that Nestrans have written to Joan Aitken to question again whether the current policy is working. There is agreement amongst the partners that there has to be a balance between punctuality and journey times.

AJ reported that there will be a change in how bus services are monitored from the 1<sup>st</sup> April. Vosa will be able to approach local authorities to question them about what they are doing to improve bus punctuality. This was welcomed at the meeting.

The data for southbound Errol Street to Castle Street shows that we seem to have reduced the variability of journey times which was one objective of the King Street bus lane. It was agreed that once the improvements have been made from the results of the safety audit the full benefits of the bus lane should be quantified. It was agreed that this should be done after the next year of BPIP monitoring which will take place during the same week in September.

In terms of reporting, Nestrans will report the high level findings of the BPIP to the Board and will wait until the results of next Septembers monitoring before providing further details on the success of the King Street bus lane. In terms of reporting on the progress of the BPIP in general, this will be done through the action plan and operators confirmed that they were happy for figures that showed percentage change between the baseline year and 2011 to be published.

## **7. Market Street**

An update on the most recent meeting on Market Street was provided. A number of paramics tests were agreed at the last meeting and these are currently being carried out. Adjustments to the traffic signals on Market Street will be trialled at the end of March, subject to a safety audit. A further meeting will be arranged for late March to discuss the results of this trial and the tests.

Two further tests were suggested:

- a. Banning the right turn from Guild Street onto Markets Street except for buses; and
- b. Allowing two lanes of traffic to turn right from Guild Street to Market Street.

JM will request that these tests are carried out. **Action JM**

## **8. LABOF Executive Progress**

The Executive progress report was noted.

AJ reported that in response to the changes to car parking management at Foresterhill Stagecoach have registered two new journeys on service 40 from Kingswells Park and Ride and two returning in the evening after 7pm to cater for those working shifts.

## **9. AOCB**

**Hydrogen Buses** – DM asked the operators perspective of the Hydrogen Buses project being taken forward by the City Council. AJ reported that Stagecoach are happy to be a partner and will run the buses a the same cost of running a diesel bus for four years and will lease the Hydrogen buses for this cost. First are currently negotiating a similar position. One issue being considered is maintenance and where the vehicles will be stored and maintained. One suggestion is the Stagecoach depot at Tullos where there is a shed available that could be converted for this purpose.

**Wi-fi** – DM reported that the Scottish Government are spending £0.25million on providing wi-fi on the trains between Edinburgh and Glasgow. To put it on buses here it cost £1500 per bus.

## **10. Date of Next Meeting**

The next meeting of the Steering Group will be Thursday 24<sup>th</sup> May 2012 at 10:00am in the Nestrans office.

KM/ 2 March 2011

**HTAP Steering Group Meeting**  
**Tuesday 28 February 2012**  
**NHSG Meeting Room 4, Summerfield House, Aberdeen**

**Present:**

Gerry Donald [Chair] (GD), NHS Grampian  
 Derick Murray (DM), Nestrans  
 Rab Dickson (RD), Nestrans  
 Ewan Wallace (EW), Aberdeenshire Council  
 Mark Skilling (MS), Aberdeenshire Council  
 Jillian Evans (JE), NHSG  
 John Gallagher (JG), NHS Grampian  
 Maggie Bochel, ACC  
 Gordon Holland, Moray Council  
 Heather Kenney, SAS  
 Alex Geddes (AG), HTAP Programme  
 Manager

**Apologies:**

## Minutes of Meeting

Item	Note	Action
1	<p><b>Welcome &amp; Apologies</b></p> <p><i>GD welcomed all present and noted there were no apologies.</i></p>	
2	<p><b>Minutes of previous meeting &amp; matters arising</b></p> <p>Minutes of previous meeting were checked for accuracy and approved subject to Mark Skilling being confirmed as apologies only.</p>	
3	<p>Matters Arising</p> <p>3.1 Integrated Transport Information Hub</p> <p>HK advised that the Scottish Government [SG] has asked for applications to be submitted to them in relation to possible funding to support proposed schemes to deliver a better service for patient transport and improved access to health and social care.</p> <p>The original date for applications was 14 February 2012, however the SG had concerns about the template that had been devised and this is being revised, which means the deadline for applications will be mid April, but the date has still to be confirmed.</p> <p>The group asked if the application would be for the funding of staff only or to cover other costs involved in relation to the delivery of the hub and HK advised the group could bid for all costs to be covered. The group agreed this should be the route to be followed.</p> <p>EW advised that there is currently a paper from COSLA on patient transport being circulated and the group asked if this could be shared with members. EW agreed to circulate the paper.</p> <p><b>o Action: EW to circulate the COSLA paper to members</b></p> <p>AG advised that a possible location for the staff of the proposed hub had been identified in the offices of Job Centre Plus in Elgin. Ian Donald [ID] from the</p>	<p>HK</p> <p>EW</p>

	<p>Scottish Ambulance Service had visited the premises and early indications were favourable, however ID had to have a discussion on any potential costs that might be involved before any further decision could be made. AG also advised that the business centre in Huntly had also been offered as a possible location and this has been placed on hold meantime until the preferred option had been explored further. AG will update the group on progress in relation to office space for the hub at the next HTAP in April.</p> <p><b>Action: AG to update the group on outcome of the talks on hub location.</b></p> <p>GD advised that further progress had been made with the University of Aberdeen's Dot.Rural team and their work on a "Flexible Integrated Transport System" [FITS] would have many benefits to the proposed hub. The FITS team could equally see the benefits of testing their system out on a live hub and it was agreed that they should be invited to join the Access to Healthcare sub group that are leading on the hub proposal.</p> <p><b>Action: AG to extend an invite to the Dot.Rural team to join the Access to Healthcare sub group.</b></p> <p>JG presented a draft timeline with a graph attached that showed the stages to be progressed and the possible dates to be achieved. The group agreed this gave a visual demonstration of what is being proposed and asked that ID develops this further as part of the Access to Healthcare sub group with links to the application process; Dot.Rural; and other related strands to the proposal.</p> <p><b>Action: JG to pass the draft timeline to ID for further development with the sub group.</b></p> <p>HK closed the update by advising that staff changes within the SG meant that Robbie Pearson will be replaced by Mark O'Donnell and that once the template has been agreed it will be circulated to the wider audience for comment and support.</p> <p>The group asked if there was a Plan B should the proposed application fail and asked that HK provide such a plan as part of the work of the Access to Healthcare sub group's work and that running costs are captured within the sub group's work to support the application.</p> <p><b>Action: HK to circulate the new template to the wider HTAP group once agreed.</b></p> <p><b>Action: HK to ask ID to develop a Plan B to ensure the proposal has a new focus if the application was to fail and ensure running costs are captured within the application process.</b></p> <p>3.2 Shared Delivery Service</p> <p>AG advised that the shared delivery service [mail] had now gone live in Aberdeenshire on 16 January 2012 and to date the system was working well. Aberdeenshire are now looking at Stage 2 what else can be moved by the shared system and initial thoughts were stationery. NHSG had agreed to act as the central drop off point for partners' stationery and feed this to the pilot areas as part of the shared delivery service.</p> <p>The facilities managers of all partner agencies in Aberdeenshire are now tasked with looking at other options to support Stage 2 and this will be discussed at the next sub group meeting set for 8 March 2012.</p>	<p>AG</p> <p>AG</p> <p>JG</p> <p>HK</p> <p>HK/ID</p>
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	<p>AG advised that the sub group are still awaiting an update from ACC on where their proposed zoned areas will be and where their new vehicles will be located. Following agreement from the partners that this is acceptable, a test run needs to be confirmed ahead of any live date being agreed.</p> <p>MB advised that she would follow this up within ACC and ask that progress be made.</p> <p><b>Action: MB to confirm status within ACC and ask that an update be provided to the sub group.</b></p>	MB
4	<p><b>Active Travel</b></p> <p>MS confirmed that the media launch in relation to the Community Path at Inch had taken place on 25 January 2012 and early indications were favourable.</p> <p>A counter has been placed on the path to monitor the use as part of the monitoring and evaluation process, and this will be reported back to the HTAP Steering Group in a staged approach.</p> <p>RD informed the group of a planned Aden Bike Challenge on Sunday 18 March, being promoted jointly by Aberdeenshire Council, Chest heart &amp; Stroke Scotland and Getabout, which will link active travel and health issues. He also highlighted a proposed Walk Challenge for NHSG staff during Walk to Work Week 14-18 May 2012, which is being developed by Don Kent and Freda Nicolson.</p>	
5	<p><b>Transport and Public Health</b></p> <p>JE advised that the meeting that had been requested by Grampian Police to progress the Road Safety Strategies for the NE was to take place on Monday 5 March.</p> <p>JE advised that links had now been established between NHSG and the active lifestyle section of the HTAP and this will continue to develop during 2012 with a shared programme of work being considered.</p> <p>JE also thought that AG could act as a coordinator for all issues relating to HTAP at a national level to ensure initiatives are shared equally and that duplication at a local level is kept at a minimum. This would also ensure that national initiatives could be progressed at a local level and partners could share costs which in turn may mean that funds are available to take part in other initiatives that may have been missed due to lack of available funds.</p> <p>The group agreed this would be of benefit and asked that JE and AG meet to identify how this could be progressed.</p> <p><b>Action JE and AG to meet and identify how national initiatives can be better captured and shared with local partners.</b></p>	AG
6	<p><b>Access to Healthcare</b></p> <ul style="list-style-type: none"> <li>● This was in the main covered under the Integrated Transport Information Hub, however HK and AG are to meet soon to discuss the wider issues</li> </ul>	

	<p>surrounding this theme.</p> <p>AG advised that the proposal for Virtual Visiting had received little feedback and there would be a need for NHSG to confirm a position on this proposal. GD agreed to follow this up and provide feedback to the group.</p> <p>● <b>Action: GD to confirm status of the virtual visiting proposal within NHSG</b></p> <p>AG advised that no feedback had been received in relation to a replacement for an NHSG Travel Plan Coordinator and this had impacted on further development of the Health Transport Framework. GD agreed to confirm the status in relation to a new member of staff being appointed within NHSG.</p> <p><b>Action: GD to confirm the position within NHSG regarding the post of Travel Plan Coordinator.</b></p>	<p>GD</p> <p>GD</p>
7	<p><b>Highlight Report</b></p> <p>As read.</p> <p>AG advised however that he had met with community transport providers from Aberdeenshire and Moray in relation to the media coverage on budget cuts to identify how this would impact on patient transport and this had led to a wider discussion on how third sector funding is progressed at local and national level.</p> <p>The group asked if AG could meet with a wider section of community transport providers across the region to see if new ways of working could be identified and confirm the benefits of the proposed hub to the third sector.</p> <p><b>Action: AG to meet with the wider third sector to see if new ways of working could be identified and promote the hub to the group to further explore the benefits for all involved.</b></p>	<p>AG</p>
8	<p><b>DATE OF NEXT MEETING</b></p> <p><b>Scheduled for end-April. Revised dates to be circulated.</b></p>	