



INTEGRATED MOBILITY FORUM  
10:00AM THURSDAY 5<sup>TH</sup> OCTOBER 2023

**Present:**

Cllr Sally Pattle (SP)  
Cllr Jenny Linehan (JL)  
Cllr Robin Lawson (RL)  
Cllr Scott Arthur (SA)  
Cllr Tom Conn (TC)  
Cllr John McMillan (JMCM)  
Kevin Collins (KC)  
Wayne Clark (WC)  
Diane Budziosz (DB)  
Andrew McLellan (AMCL)  
Tony McRae (TMCR)  
Madeline Bell (MB)  
Doreen Steele (DS)  
Geoff Duke (GD)  
Desmond Bradley (DB)  
Natasha Byrne (NB)  
Ewan Doyle (ED)  
Adam Kesby (AK)  
Rebecca Taylor (RT)  
George King (GK)  
David Majarich (DM)  
Christopher Cox (CC)  
Ben Ritchie (BR)  
Duncan Hearsum (DH)  
Carlos Soto (CS)  
Brian Butler (BB)  
Beth Harley-Jepson (BHJ)  
Hattie James (HJ)  
Keith Fiskin (KF)  
Nikki Boath (NLB)

West Lothian Council  
Scottish Borders Council  
Fife Council  
City of Edinburgh Council  
West Lothian Council  
East Lothian Council  
Falkirk Council  
Midlothian Council  
East Lothian Council  
East Lothian Council  
Fife Council  
Midlothian Council  
NCM  
NCM  
Scotrail  
Cycling Scotland  
Scottish Borders Council  
Sustrans  
Scottish Government  
City of Edinburgh Council  
Urban Foresight  
Falkirk Council  
Lothian Buses  
Dial-A-Ride  
Sustrans  
SEStran  
SEStran  
SEStran  
SEStran  
SEStran

**Apologies:**

Cllr Colin Davidson  
Cllr Derek Glen  
Cllr Danny Aston  
Cllr Marie-Clair Munro  
Cllr Jane Cox  
Linda Bamford  
Iain Sneddon  
Gareth Williams  
David Kelly  
George Lowder  
Christopher Johnson

Fife Council  
Fife Council  
City of Edinburgh Council  
City of Edinburgh Council  
Scottish Borders Council  
NCM  
NHS Lothian  
SCDI  
Community Transport Association  
Transport for Edinburgh  
Cycling Scotland

Chris Milne  
 Ken Gourlay  
 Jeff Ferguson  
 Michael Craigie  
 Anne Cowan  
 Tom Flanagan

East Lothian Council  
 Fife Council  
 Edinburgh Coachlines  
 ZeTrans  
 Fife Council  
 SEStran

Ref.		Actions
<b>1.</b>	<b>Welcome and Introductions</b>	
	Cllr Pattle welcomed everyone to the meeting and apologies were noted as above.	
<b>2.</b>	<b>Minutes of IMF – 27<sup>th</sup> April 2023</b>	
	<p>The minutes of the last meeting were approved.</p> <p>Matters arising from previous minutes:</p> <p>BB highlighted that hard copies of new RTS have been circulated. If any Forum members have not received a hard copy, contact <a href="mailto:reception@sestran.gov.uk">reception@sestran.gov.uk</a>.</p> <p>Cllr Conn confirmed that there has been no response to Community Transport initiatives and this item has been carried forward. BB highlighted that the wider partnership will be undertaking work in relation to Access to Healthcare which will include Community Transport. Cllr Conn confirmed that he has been appointed Chair of the West Lothian IJB. BB will contact Cllr Conn when this work has progressed.</p> <p>KF confirmed that Cllr Alexander's request to install a screen in Tesco Midlothian has been added to the list. KF also mentioned that currently on street screens are being installed within the area for October.</p> <p>KF also confirmed that screens can be installed in public houses. JMCM will pass contact details to KF for Glenkinchie Distillery regarding a screen.</p>	<p><b>BB</b></p> <p><b>BB</b></p> <p><b>JMCM</b></p>
<b>3.</b>	<b>Terms of Reference</b>	
	<p>Cllr Pattle thanked the Forum members who volunteered for the TOR working group.</p> <p>BB presented the slides to the Forum. The slide pack will be circulated.</p> <p>BB outlined the following:</p> <ul style="list-style-type: none"> <li>• Names of Forum members who volunteered to be part of short term working group</li> <li>• Key principles</li> <li>• Purpose of the IMF</li> <li>• Next steps</li> </ul>	<b>BB/NB</b>

	<p>GD asked if SEStran will be driving most of the actions due to this Forum only meeting biannually. BB said that although this Forum is held biannually, there is potential to create a subgroup which would allow those with particular expertise to become involved.</p> <p>BB will circulate the updated TORs to Forum Members.</p>	<b>BB</b>
<b>4.</b>	<b>Bus Taskforce Remit – Review of Bus Discussion at SEStran Partnership Board</b>	
	<p>KF presented his slides. KF stressed that bus is a key mode of transport and highlighted the importance of buses working in conjunction with other modes of transport.</p> <p>Cllr Pattle and Cllr Conn outlined the impact of the withdrawal of McGill’s bus services across West Lothian and are looking for solutions.</p> <p>A discussion followed. AMcL outlined a number of short-term actions to Cllr Pattle and Cllr Conn as follows:</p> <ul style="list-style-type: none"> <li>• To contact McGill’s directly to obtain passenger data for the routes being cancelled. AMcL highlighted the dates should be from the date McGill’s took over the routes from First Bus to current date and this will enable West Lothian to clearly assess the data.</li> <li>• Priorities need to be established by West Lothian for their routes eg Work, Health &amp; Wellbeing, Shopping. AMcL mentioned that East Lothian Council have 5 priorities in place.</li> <li>• Contact the Traffic Commissioner.</li> </ul> <p>BB suggested that West Lothian officers link up with Andrew McLellan. AMcL said this was already happening and will forward his email address directly to Cllr Pattle.</p> <p>Cllr Pattle will contact CC to discuss the situation within Falkirk region.</p> <p>Cllr Pattle thanked BB &amp; KF for their advice in relation to the West Lothian bus situation.</p>	<p><b>AMcL</b></p> <p><b>SP</b></p> <p><b>SP</b></p>
<b>5.</b>	<b>GO E-Bike – Next Steps</b>	
	<p>BHJ provided a summary of the GO E-Bike scheme.</p> <p>BHJ informed the Forum that new fleet E-Bikes for 5 local community groups have been purchased.</p> <p>BHJ also highlighted that SEStran has received £103,000 funding from the Active Nation Fund. This funding has been used as follows:</p>	

	<ul style="list-style-type: none"> <li>• To support existing hubs to do more with resources they already have in place such as running e-bike trials, training and promotional events.</li> <li>• Develop and deliver a regional promotional campaign to increase E-Bike awareness and where they can be accessed.</li> <li>• E-Bike trials with employers.</li> </ul> <p>BHJ mentioned that if any Forum members have any employers within their area that could benefit, please contact BHJ at <a href="mailto:beth.harley-jepson@sestran.gov.uk">beth.harley-jepson@sestran.gov.uk</a></p> <p>BHJ said the Active Nation funding is expected to continue for the next 2 years. SEStran will reapply so that financial support can be continued for community hubs. BHJ is currently involved in establishing a strategy for the coming financial year which relates to the new RTS.</p> <p>BHJ also provided an update on Bewegen scheme. BHJ highlighted that Bewegen went into receivership and SEStran are currently undertaking an assets audit to determine options. BHJ mentioned that Hi-Bike will continue to run their scheme and Hi-Bike may take some of the existing SEStran E-Bikes to add to their scheme.</p> <p>BHJ also highlighted that the bikes from the 2018 Community Bike scheme have been redistributed to other projects</p> <p>BHJ mentioned that SEStran have been in discussion with Charles River Laboratories about the possibility of setting up a scheme for their employees.</p> <p>NB asked how many E-Bikes have been purchased. BHJ will provide this information to Forum members.</p>	<p><b>ALL</b></p> <p><b>BHJ</b></p>
<p><b>6.</b></p>	<p><b>GO SEStran (DRT MaaS) and VoyagAR</b></p>	
	<p>HJ provided an update for GO-SEStran and explained that the pilot is funded until March 2024. HJ encouraged Forum members to download the app.</p> <p>HJ also mentioned that St Andrews University is now a partner. St Andrews have made a financial contributions and have paid for a webpage version of the app and various app enhancements to make user experience better. These enhancements include a mobility menu and points of interest.</p> <p>HJ mentioned that SEStran are continuing to work closely with Tactran who are also running MaaS apps. HJ highlighted that both parties have been successful in receiving Smarter Choices Smarter Places funding. This funding has been used</p>	

	<p>to pay for the licences and improve the platform and apps up to March 2024.</p> <p>HJ said that the Integrated Mobility Partnership (IMPS) website was launched a few weeks ago.</p> <p><b><u>Thistle Assistance VoyagAR</u></b></p> <p>HJ then provided an update on VoyagAR. This is a journey planning tool focussed on those who may have additional needs. HJ explained that there will be a website version for carers and families to assist in journey planning. This can link to mobile phone app for those who may require additional help and includes real time messaging. This app will include voice activation, real time cameras and artificial intelligence.</p> <p>After successful testing the VoyagAR extension to the Thistle Assistance program is ready for 'launch'. The app and website will be transferred to public service and made ready for use by the end of the year. There will be a supporting marketing campaign.</p>	
7.	<p><b>Workforce Mobility Project</b></p>	
	<p>ED gave a presentation on Workforce Mobility. ED explained that this project is part of Edinburgh and South East Scotland City Region Deal and sits within the Employability element (Integrated Regional Employability and Skills section). ED further explained that the project aim is to identify, support and sustain long term solutions to transport barriers to employment, training and education.</p> <p>ED explained that he has been working with local authorities, employability partners, transport partners and employers. The following was determined:</p> <ul style="list-style-type: none"> <li>• Define barriers</li> <li>• Identify locations</li> <li>• Action areas for the project</li> <li>• Identify long-term benefits</li> </ul> <p>ED mentioned that this baseline report is located on CRD webpage.</p> <p>ED explained that the focus has been on Business data. There has been engagement with businesses across the region to provide their employee postcode data and shift patterns. The data analysis is used to determine which employees are able to currently travel by sustainable transport. This information will help businesses with their Green Travel Plan.</p>	

	<p>ED explained that a tool was created and trialled in Fife. This tool analyses transport network and services. This tool can also be used for space and economic planning.</p> <p>ED also explained that the project has been used to analyse local authority data eg operator ticket machines data. This data has been automated for easier use by local authorities.</p> <p>ED spoke about other activities that he has been involved with:</p> <ul style="list-style-type: none"> <li>• Green Jobs Showcase</li> <li>• Bike on Bus Performance Review and linkage to the Bus Strategy</li> <li>• Development of Employers Factsheet</li> <li>• PINGO DRT videos</li> </ul> <p>Also in relation to PINGO, ED highlighted an Economic Impact Assessment was undertaken for its first year of operation. ED explained it has shown a positive return.</p> <p>BB encouraged Forum members to contact ED about this project.</p>	<b>ALL</b>
<b>8.</b>	<b>AOCB</b>	
	BB encouraged Forum members to contact him regarding Artificial Intelligence.	<b>ALL</b>
<b>9.</b>	<b>Next Meeting</b>	
a)	Topics/priorities for next meeting – Cllr Pattle suggested Artificial Intelligence	
b)	Date of Next Meeting – TBC	