

Date: Thursday 2nd May 2019
Time: 10:00–12:30
Venue: University of Dundee
Resources: [Available here](#)

MINUTES:
Travel & Transport Topic Support Network Meeting

Attendees:

Adam	Kesby	Sustrans	AK
Andrea	Habeshaw	University of St Andrews	AH
David	Nicolson	Energy Saving Trust	DN
Donald	Kent	ACT Travelwise	DK
Georgi	Gushlekov	University of Glasgow	GG
Jill	Burnett	EAUC-Scotland	JB
Kelly	Wiltshire	Nestrans	KW
Kevin	Mathew	University of Aberdeen	KM
Marianne	Scott	Tactran	MaS
Merry	Scott	Merry Scott Consulting	MeS
Rona	MacNicol	University of Strathclyde	RM
Trudy	Cunningham	University of Dundee	TC
Vikki	Trelfer	Hitrans	VT
William	Dove	NHS Fife	WD

Apologies:

David	Jordan	University of Stirling
Malcolm	McRobert	WGM Engineering Ltd
Stephen	O'Neill	Aberdeen City Council

	SUMMARY OF DISCUSSIONS	ACTIONS
1	<p>Welcome, Apologies and Introductions <i>Trudy Cunningham, Co-Convener, University of Dundee</i></p> <p>Everyone was welcomed to the event and invited to introduce themselves to the room and share a project they are currently working on.</p>	
2	<p>Case Study: In Town Without My Car <i>Kelly Wiltshire, Transport Executive (Travel Plans and Delivery), Nestrans</i></p> <p><u>Getabout Partnership</u></p> <p>Getabout Partnership is a partnership of local authorities, universities, colleges, NHS trusts and charities in North East Scotland which aims to promote sustainable means of transport. Partners meet regularly to feel like a team and have a rotating chair so no lead partner. It took a lot of effort to get to this point – lots of meetings and reporting back to councils etc.</p> <ul style="list-style-type: none"> • £250k budget last year (Try to get match funding though Smarter Choices Smarter Places but core funding comes from Nestrans and other partners). • They share experience, promotional items & gazebo, costs of advertising etc. • A staff member does 2 days for promotional activities, communications plan, marketing strategy etc. Obviously follow national campaigns but also local ones (i.e. road safety campaigns). • Partners try to use the Getabout logo instead of their individual ones. • Partners use standard surveys for monitoring events. • Have decided to not use single use plastics at meetings and advertise only on hydrogen buses. <p>There are about 500k people in Aberdeen & Aberdeenshire and the area has the highest ownership of cars and vans in Scotland but 25% of households have no access to a vehicle.</p> <p><u>In Town Without My Car</u></p> <p>The car free day started small and grew. It has always been held on a Sunday in September as part of European Mobility Week. First at a primary school in Aberdeenshire in 2010, then in 2012 moved to the city centre (Belmont Street), then the beach (2013) and in the last few years it has moved to Union Street which is the main thoroughfare with lots of buses etc.</p>	

Moving to Union Street was a game changer. It is now so big and complicated that it has to be run by Aberdeen City Council events team. The event has a carnival feel and is sold as a family fun day and local businesses are generally supportive. Organising the event now involves: road closures, bus diversions, entertainment, promotional stands, liaising with police, fire, health & safety (H&S), considering potential terrorism issues and lots of promotion (radio, bus backs and posters).

Keys to success

- Engagement with stakeholders (Aberdeen Inspired, Police, Fire, Local Business, Partners)
- Forward planning
- Start small build up
- Marketing
- Getting help with H&S, Traffic Regulation Orders etc.

Why are we still doing this

Aberdeen City Council now has a master plan which includes trying to close some of the streets year round. There are air quality issue in the city and they are likely to have a low emission zone soon. The new western peripheral road has eased city centre traffic and they are making significant rail improvements (double tracks are being installed this year which should transform rail travel in the North East).

Questions

Any questions around organising a car free day can be e-mailed to Stephen O'Neill at Aberdeen City Council stoneill@aberdeencity.gov.uk

Discussion

TD: How do you get stats for the event?

KW: Surveys on the day – have had some GDPR issues. Pedestrian counts by security guys, street surveys organised by university partners. Have 10 years of data for comparison.

AH: How did you get business on board? Tried this at University of St Andrews and faced opposition from local businesses.

KW: Events team went around every business and talked to them and people are quite on board and dress shop windows with bikes to be more involved. It is also the PR as it is really well promoted and [Aberdeen Inspired](#) is really onboard with it so could provide information on it.

A bigger issue has been the bus routes as people have to disembark at earlier stops. TC suggests a bike Park & Pedal could be set up.

	<p>MS: How are the bus companies?</p> <p>KW: They are very supportive - we give them as much notice as possible and they have a stand and as it is usually on a Sunday it is quieter.</p> <p>KW: There was some bad press about the cancellation last year due to high winds. We have learned to have more of a mix of entertainment so wouldn't have to cancel in high winds in future.</p> <p>TC: Research shows that people who walk and cycle to high street spend more money.</p> <p>TC: Dundee City Council are not receptive because of traffic problems in the city centre.</p>	
<p>3</p>	<p>Update on E-Bike Grants & Uptake <i>David Nicolson (Energy Saving Trust)</i></p> <p>The eBike Grant is for projects that will:</p> <ul style="list-style-type: none"> • Establish or expand public ebike hire/loan/trial schemes • Establish or expand employee ebike pool schemes • Develop exemplar facilities/logistics/operations <p>For monitoring the Energy Saving Trust (EST) is specifically looking for visuals and evaluation - want to see what institutions are using the ebikes for.</p> <p><u>FHE Examples from first round</u></p> <ul style="list-style-type: none"> • Glasgow Kelvin College - 3 ebikes to improve connectivity with train. • University of Glasgow - 8 bikes for staff pool scheme and an ecargo bike for mailroom. • University of Dundee - 10 ebikes staff pool bikes targeting specific journeys to displace using taxis or buses. <p>In 2018/19 there were 46 projects (497 ebikes in total). Anyone eligible to apply – some non-FHE projects included:</p> <ul style="list-style-type: none"> • Volunteer Dundee had 8 etrikes for people with mobility issues – these were leisure focused journeys originally but transitioned into functional journeys. • Some small loan & hire (like Dundee, Edinburgh & Glasgow) • Engagement programmes to encourage communities to use ebikes • Ground staff in parks using ebikes instead of diesel vans • Home Energy Scotland ebike trial (5 locations – people can borrow to see if the ebike concept works for them) 	

	<p><u>2019/20 eBike Grant Fund</u></p> <p>Programme will be launched 13th May. Last year timescales were quite tight so more notice this year. £1.14 million for grants, pilot projects. The initial focus was on functional journeys but EST will now consider health focus journeys too. Two categories of funding:</p> <ul style="list-style-type: none"> • Up to £25k, 50% cash match funding required (25% for community groups), focused on smaller community led trails, looking to provide opportunity to either loan, borrow or hire. • Up to £200k, 50% cash match funding, to help set up large workplace pool bike scheme or hire scheme. <p><u>What is eligible</u></p> <p>Eligible: Only equipment (ebikes, ecargo bikes, safety equipment etc.) can be funded and subsidies to specific community groups to get access to larger public hire schemes</p> <p>Not eligible: Storage equipment, bike stands etc. (as other funding available for these), training and maintenance.</p> <p>Particularly keen to see projects that:</p> <ul style="list-style-type: none"> • Provide low-carbon alternatives to car use • Provide inclusive access to services, targeting job-seekers, students, young families • Develop cycle-friendly businesses and destinations <p><u>Application process</u></p> <p>Guidance available to EST website. Support and webinars to communicate the overall aims of projects they are looking to fund. Will provide feedback on applications. Will run a second round if any remains. Funds to be spent by March 2020.</p>	
<p>4</p>	<p>Review of E-Bike Management & Maintenance</p> <p><i>Trudy Cunningham, Travel & Transport TSN Co-Convenor (University of Dundee)</i></p> <p>University of Dundee set up ebike pool 8 years ago. Different models, staff can pre-book in advance, run through user guidance in advance of first trip. Getting an ebike gets people back on to bikes (i.e. normal bikes) as it gives you the confidence to go further especially if you haven't been on a bike for a long time. Maintenance is straightforward and Electric Bikes Scotland are great (they have a shop on campus) – will collect if you have broken down. Also even if the battery is flat you can still just pedal.</p>	

	<ul style="list-style-type: none"> • 2 ebikes going to Institute of Sport & Exercise as backwards and forwards between different campuses and Ninewells and they run an all ability cycling training session for people with mobility and health issues (Lots of older people really enjoy being able to use a bike again). • Other pool ebikes going to School of Medicine & IT Department because lots of travel between campus & Ninewells. • Car parking attendant has had an ebike for 4 years - he loves it and is really good at promoting. • 2 e-cargo bikes for botanic gardens and they replaced a van, to carry tools etc. <p><u>Charging & Storage</u></p> <p>Dundee are introducing ebike chargers across the city. University of Dundee wants a charging station with PV panels and USB plugs for phone (as people use phone for mapping). Also ticks boxes for H&S as students get stranded without battery etc.</p> <p><u>Problems</u></p> <ul style="list-style-type: none"> • Issues with people taking bikes into building (fire hazard, damage to buildings etc.) so have massively increased bike parking and introduced a policy of no bikes in buildings. TC is happy to share policy as this will become as issue particularly with e-bikes as they are valuable and for charging. • TC arranges annual maintenance of bikes but users don't report faults (even when they are not liable for damage) so this is a big problem. • Some people are resistant - Tried to give a cargo ebike to a tradesman (it has 4 seats and a roof) but he was not keen. • Sometimes people borrow and don't return. • Issues with rail access for electric bikes as Scotrail won't take them (down to guard discretion). <p>MaS: Cycling Scotland are following this up with Scotrail and they are in the process of changing their guidance. Borders Buses are now allowing bikes on buses (https://www.alexander-dennis.com/media/news/2019/april/borders-buses-invests-in-active-travel-with-bike-friendly-enviro400/)</p>	
5	<p>Roundtable: How are you Encouraging and Monitoring Lift-Sharing?</p> <p><i>Merry Scott, Travel & Transport TSN Co-Convenor (Merry Scott Consulting)</i></p> <p>GG: City of Glasgow College has no liftshare bays as it is not active but looking to get some.</p>	

	<p>TC: University of Dundee did have a guaranteed ride-home policy but got rid of it as it was never used. TC happy to share policy. Has to be emergency and not accessible by public transport etc. It is more about offering reassurance to staff. Not really applicable in a city - it is just if people live rurally and off a bus route. Also use smart parking that confirms you are both in the same car.</p> <p>MeS: Smartparking – There is an additional cost if you are already member but included for new members. Puts people in liftshare teams and monitors that it is actually happening and allocates parking permits. Use liftshare app and scan your phones to show you are in the same car – it also calculates road miles saved and carbon saved.</p> <p>MeS: Looking at My rewards scheme so that if people liftshare 10 times a month there would be local discounts. Or liftshare manager could negotiate a free coffee voucher. Aiming to link up with local providers such as MI Dundee.</p> <p>TD: Similar to Cycle to Work Day when TC gives out free hot drink and hot roll etc. but that is very time consuming so this is much better.</p> <p>AH: At the University of St Andrews people are already liftsharing so they don't want to go on to liftshare scheme but a guaranteed ride-home policy might help with this.</p> <p>TD: University of Dundee issue twice as many permits to bays. Have 10 liftshare bays. 900 bays and 1,700 permits staff – students are only allowed to park if disabled or some other extenuating circumstance. 2 x parking attendants for 900 bays. Have an annual pass and a part-time pass. Tiered cost so higher earners pay more.</p> <p>WD: Scottish Government consultation on Parking Charge Notice (PCN) becoming automatically enforceable.</p> <p>MS: Workplace Parking Levy will also encourage liftsharing.</p>	
6	<p>ACT TravelWise Board Update <i>Don Kent, ACT TravelWise</i></p> <p><u>ACT TravelWise</u></p> <ul style="list-style-type: none"> • Great AGM in Birmingham. New Board is looking at training sessions in Scotland and member benefits with Smart Go. • Big event on demand responsive travel in May. • International Healthy Streets Summit in Glasgow 20% discount for members on that. 	

	<p>European Mobility Week</p> <p>DK is UK representative. This year's theme is walking and they have a 'Walk With Me' promotional video. Registration is open now (16th-22nd Sept) Any kind of event you like small or large. Last year 54 countries participated and record number of actions. Trying to push 'parking day' (which is bit in the US) – rent a parking space for the day and do something with it. Putting green was popular at University of Dundee last year. Glasgow City Council have started closing a street but are aiming to close the M8 and hold a massive street party on it</p> <p>AH: University of St Andrews are going to do something.</p> <p>TC: University of Dundee produced new bus leaflets on what bus to take to get to each park (Where do you get off? How far to walk? Is there a café?)</p>	
6	<p>EAUC Update</p> <p><i>Jill Burnett, Carbon & Estates Project Officer, EAUC-Scotland</i></p> <ul style="list-style-type: none"> • Green Gown Awards are open for applications until the 5th of June. Scottish institutions have historically done very well so we would encourage everyone to enter. • UK Conference 19th-20th June in Manchester • EAUC-Scotland Summer Forum 24th June – virtual meeting with regional hubs in Aberdeen, Dundee, Edinburgh & Glasgow • EAUC has declared a climate emergency and have set up a pledge page for institutions 	
7	<p>AOCB</p> <p><i>Marianne Scott, Cycling Scotland</i></p> <ul style="list-style-type: none"> • Cycling Scotland National Monitoring Framework would like universities & colleges to take part in 48hr temporary street counts – can be done several times a year. It is free and it is valuable data – e-mail Valentin (valentinjean@cyclingscot) for further details. • Cycling Intern programme is open for applications at the moment. 	
8	<p>Next meeting:</p> <p>E-mail any ideas for next meeting to JB</p>	<p>All: E-mail ideas for next meeting to JB</p>
11	<p>Thanks and close</p>	