

# Mobility and Access Committee for Scotland

## Main Committee Meeting

Minutes of meeting held on  
Tuesday 22 January 2019

Conference Room 2,  
Victoria Quay Edinburgh

Easy Read

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## **Agenda Item 1: Welcome and Apologies**

A Convener leads the work of MACS.  
The Convener is called Linda Bamford.



### **Agenda Item 1.1**

Linda Bamford started the meeting by welcoming Susan Fulton to her first meeting. Linda also welcomed Phil Pool from the Department of Transport (DfT).

### **Agenda Item 1.2**

The Convener confirmed that Dr Anne Findlay had left the committee as of 31 December 2018.

The Convener thanked Anne and wished her well for the future.



**Agenda Item 2: Minutes of MACS meeting in October 2018, matters arising and action points.**



### **Agenda Item 2.1**

The minutes from the meeting on 22 October 2018 were agreed and no changes had to be made.



### **Agenda Item 2.2**

David Hunter asked if the Inclusive Mobility document should be updated. If the document is not updated by the end of 2019, then Scottish Ministers and Transport Scotland should create their own document.



**Action Point 1:** MACS to review the Inclusive Mobility document until the end of 2019. If no changes are made then the Committee will advise Scottish Ministers and Transport Scotland to create their own document.



### **Agenda Item 2.3**

Keith Robertson told the committee that he is working with Karl Zaczek of the Transport Scotland Accessibility Team on a joint project about designing accessible streets.



### **Agenda Item 2.4**

All actions were complete, apart from Action Point 4 and Action Point 8. It was agreed that Karen Armstrong would update those actions under Agenda Item 5.

### **Agenda Item 2.5**



Sheila Fletcher was worried about the lack of accessible taxis. The law means that local councils need to have a percentage of taxis that are accessible, but there is no law set for private hire cars (PHC). As private hire cars are becoming more popular, this could mean that there are less accessible vehicles.



Sheila suggested contacting the Justice Directorate. The Justice Directorate make sure the law is fair. She also suggested the Accessible Travel Team may wish to take this forward under the Accessible Travel Framework (ATF) work package on taxis.

### **Agenda Item 2.6**



It was agreed that Sheila would contact Robert Wyllie of the Transport Accessibility Team as Robert is the person in charge of the taxis workstream of the Accessible Transport Framework. Robert could also arrange a meeting with Justice Directorate officials.



**Action Point 2** – Sheila Fletcher to contact Robert Wyllie about the accessibility of private hire vehicles and move the issue forward under the Accessible Travel Framework taxi work package.

### **Agenda Item 2.7**



In relation to Action Point 17, Sheila Fletcher explained that she had been unable to contact Disabled Go.



Susan Fulton said Disabled Go had recently changed their name to AccessAble and she agreed to send contact details to Sheila and Hussein Patwa.

**Action Point 3** – Susan Fulton to send contact details for Disabled Go/AccessAble to Sheila Fletcher and Hussein Patwa.



### **Agenda Item 3: Convener Update**

#### **Agenda Item 3.1**

The Convener updated the Committee on her recent activities.



The Convener gave an update about her meeting with the Minister for Business, Fair Work and Skills, Mr Jamie Hepburn.



The Convener confirmed that the Minister wants disabled people to have the same chances for volunteering as everybody else.



### **Agenda Item 3.2**

It was agreed that MACS would keep on looking at whether benefits can help disabled people to get a job.

### **Agenda Item 3.3**



The Convener said there is a plan to have some meetings with Transport Scotland directors.



The Convener thanked Laura Murdoch and Claire Smith for making this happen.

### **Agenda Item 3.4**



The Convener and David Hunter had met with the Transport Scotland Active Travel Team and Sustrans Scotland.



They talked about plans for the MACS development day which will happen in March 2019 and how MACS can work closer with Sustrans Scotland.



They also talked about how it is important to make sure active travel is accessible for disabled people.

### Agenda Item 3.5



The committee talked about the MACS recommendations for 2019 to 2022. A recommendation is advice on what is the best thing to do.



Keith Robertson asked if three groups could be added to recommendation 3

1. Society of Chief Officers of Transportation in Scotland (SCOTS)
2. Royal Incorporation of Architects in Scotland (RIAS)
3. Royal Institute of British Architects (RIBA)







**Action Point 4** – Keith Robertson to pass on the details to the Convener for SCOTS, RIAS and RIBA and she will update the list.

### **Agenda Item 3.7**

The committee talked about the Motability scheme paper that was written by the Convener and David Hunter.



David Hunter also talked about a report by the National Audit Office on the Motability scheme. The committee was asked for agreement to the actions in parts 4.1 to 4.4 of Motability scheme paper.



### Agenda Item 3.8



The actions in parts 4.1 (continue to give advice to Ministers) and 4.2 (plan a round-table talk with major Disabled People's Organisations) were agreed without any changes.



The committee talked about part 4.3 of the paper, and whether MACS should work with Motability to give advice on the running of the scheme.



It was agreed that after the round-table talk, MACS should contact Ministers to ask if they can be part of the running of the Motability scheme in Scotland.

### Agenda Item 3.9



Part 4.4 of the paper is an action for MACS to ask Motability about their recent activities and how they plan to spend their money.





Keith Robertson said that the Motability Charity has no base in Scotland and are not listed as a charity with the Office of the Scottish Charities Regulator (OSCR).



The committee agreed with the Convener that this information should be shared with Scottish Ministers.



**Action Point 5** – After the round table talk with Scottish Disabled People’s Organisations (DPOs) has happened MACS will advise to Scottish Ministers that MACS should have a role in the future running and planning of the Motability scheme.



**Action Point 6** – MACS will send a paper to Scottish Ministers about how important the Motability scheme is in Scotland and raise worries about the scheme not being a listed charity with the Office of the Scottish Charities Regulator (OSCR).



**Agenda Item 4** Guest Speakers – Alexandra Dunn and Bruce Sutherland from the Equalities, Human Rights and Third Sector team in the Scottish Government



### **Agenda Item 4.1**

Alexandra Dunn and Bruce Sutherland talked about Equality Impact Assessments (EQIAs) and why they are important when trying something new:



- Putting together an Equality Impact Assessment is a team effort that should involve as many different people as possible.



- Equality Impact Assessments have 5 steps: planning, bringing together information, picking out the good and bad points, making a choice, reviewing the choice.



- If Equality Impact Assessments are not done properly it can take longer to bring in a new policy.



- A short cartoon video called “Mountains for All” has been made to tell people about Equality Impact Assessments.



- The Scottish Government Equality Impact Assessment team often meet with the Convention of Scottish Local Authorities (COSLA) to talk about the best ways to carry out an Equality Impact Assessment with local councils.

## **Agenda Item 4.2**



Members of MACS pointed out that at the moment it is hard to tell if a person or business has made a difference by taking part in an Equality Impact Assessment.



### Agenda Item 4.3

The Equality and Human Rights Commission (EHRC) make sure Equality Impact Assessments are completed but they don't review the standard or quality of the final document.



### Agenda Item 4.4

Claire Smith asked if the Scottish rules about Public Sector Equality Duty could be changed so that Equality Impact Assessments are completed to a good standard.



Bruce Sutherland said that there is a review of quality standards taking place in 2019 and he will follow this up with his team at The Scottish Government.

**Action Point 7** – Bruce Sutherland to speak with his team at the Scottish Government about a change to the rules when completing Equality Impact Assessments.



### **Agenda Item 4.5**

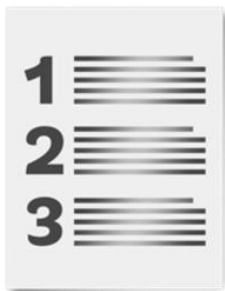
The Convener thanked Alexandra and Bruce for speaking to the MACS committee.



### **Agenda item 5 – Sponsor Team update**

#### **Agenda item 5.1**

Karen Armstrong talked about the work of the sponsor team and the actions that were given to her at the last meeting on 22 October 2018.



#### **Agenda item 5.2**

Action point 2 was about putting together a list of partners to help local councils with completing Equality Impact Assessments.



Karen had talked to Bruce Sutherland who told her that this should happen with the help of the Convention of Scottish Local Authorities (COSLA).



### **Agenda item 5.3**

Karen was working with Mark Hoskins on Action point 4 to make sure that 2023 would be the year of Accessibility. They are now both members of a Scottish Government group that decides on Scotland's themed years.



### **Agenda item 5.4**

Mr Matheson's train journey with an access panel has been postponed until 10 April but could change again because of Brexit.



## Agenda item 5.5



Karen is looking into getting MACS some public relations (PR) support with an external company. This would mean MACS do not have to work to Transport Scotland's communications rules.

**Action Point 8** – MACS members are reminded to share their comments on MACS future communication strategy to Aga Lysak before Friday 15 February 2019. Aga will collect all comments and send the feedback to members.

## Agenda item 5.6



The Accessible Travel Summit will be in Glasgow on 7 March 2019, the day after the MACS information day. Most MACS members will have to stay overnight in Glasgow.

## Agenda item 5.7



There are a few hotels that are close to the Scottish Event Campus (SEC).

**Action Point 9** – Karen Armstrong to email MACS members the details of hotels located close to the Scottish Event Campus (SEC).

### **Agenda item 5.8**



Claire Smith represents Transport Scotland on a group about Road Safety at the European Commission. They want to create a new department on Accessibility and Claire wants them to know what we do in Scotland. MACS might want to be involved in a meeting to discuss further.

### **Agenda item 5.9**



The Convener thanked the Sponsor Team for their help in continuing the work of MACS.

### **Agenda item 6a – Update from Sheila Fletcher on the Bus and Community Transport Work Streams.**



### **Agenda item 6.1**



Sheila Fletcher talked about the use of Plaxton Elite coaches from Caithness to Inverness which are not accessible for disabled people because of the number of high steps passengers need to climb when getting on.

## Agenda item 6.2



Joanne Fairweather said that complaints from passengers had been reported in local newspapers. The reports show that passengers that cannot travel by coach are more likely to become lonely by not being able to travel and meet with family and friends.

## Agenda item 6.3



Claire Smith said it would be worth meeting with the Transport Scotland Bus Team to talk about coaches which are not accessible for disabled people.

**Action Point 10** – Claire Smith to arrange a round table meeting with Linda Bamford, Laura Murdoch, Sheila Fletcher and the Transport Scotland Bus Team to talk about issues around buses.



**Agenda item 6b** – Update from Hilary Stubbs on the Ferries and Airports Work Stream

## Agenda item 6.4



Hilary said that the team had been able to build good contacts with airports and lots of work is being carried out locally.



## Agenda item 6.5

Hilary had put together the first version of the response to the Civil Aviation Authority (CAA) Strategy, Aviation 2050 – the future of UK aviation. Hilary was pleased that a chapter of the strategy was about access and support offered to disabled people.

## Agenda item 6.6



Hilary was not able to meet with the Transport Scotland Aviation Team as they did not see the point in meeting with MACS. Claire Smith said that it might be worth it if she and Hilary met with James Fremantle of the Civil Aviation Authority (CAA) to talk about the new strategy.



**Action Point 11** – MACS to arrange a meeting between Claire Smith, Hilary Stubbs and James Fremantle of the Civil Aviation Authority (CAA) to talk about the new Aviation Strategy.



**Agenda item 6c** - Update from David Hunter on the Planning and Strategy Work Stream.

### **Agenda item 6.7**

David Hunter thanked MACS members for sharing their views about changes to policy since the last meeting.

### **Agenda item 6.8**

David said that MACS could effect change through the Transport Scotland Strategic Transport Projects Review.



### **Agenda item 6.9**

Claire Smith told the Committee that Laura Murdoch was meeting with the team that are doing the review and she will be able to find out more about it.

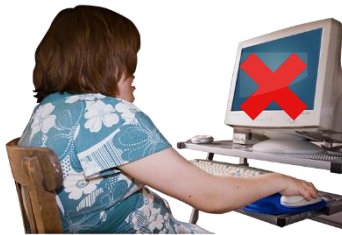




### **Agenda item 6.10**

Hussein Patwa told MACS members that the Disabled Persons Transport Advisory Committee (DPTAC) are looking to work closer with disabled people through the Inclusive Transport Strategy (ITS).

### **Agenda item 6.11**



MACS to look at how make information available to people who cannot access a computer and the internet.



### **Agenda item 6.12**

Karen Armstrong said that the Disabled Persons Transport Advisory Committee (DPTAC) were reviewing how information is shared through websites and workshop events.



**Action Point 12** – Phil Pool to find out the different ways that the Disabled Persons Transport Advisory Committee (DPTAC) share information and Phil will pass this on to Karen Armstrong.





### **Agenda item 6.13**

Phil Pool said the Chair of the Disabled Persons Transport Advisory Committee (DPTAC) wants to come along to a future MACS meeting.



**Action Point 13** – Aga Lysak to send the dates of future MACS meetings to Phil Pool.

**Agenda item 6d** - Update from Hussein Patwa on the Rail Work Stream.

### **Agenda item 6.14**

Hussein Patwa had been very busy putting together comments for a consultation run by the Office of Road and Rail (ORR) on changes to Disabled People's Protection Policy.



Hussein thanked Fraser Sutherland and the rest of the MACS committee for helping to put together the response.

### **Agenda item 6.15**



Hussein said that he is still working closely with Andrew Marshall-Roberts, the Access and Inclusion Manager for ScotRail.



More thought must be given on how to assist passengers with access needs who do not see themselves as disabled and don't book passenger assistance.

### **Agenda item 6.16**



There was a worry that the cheapest rail tickets can only be purchased online, which means disabled people and the public could be worse off if they cannot access the internet.

### **Agenda item 6.17**



The Convener said that issues about rail and trains could be brought up during the next meeting with Mr Bill Reeve, Director of Rail in Transport Scotland on 4 March 2019 and Hussein Patwa or Marsali Craig could go to the meeting.





Karen Armstrong said she would raise this issue when she next meets with Patrick Nyamurundira, the Rail Accessibility Manager in Transport Scotland.



**Action Point 14** – The Rail Workstream to ask the Director of Rail in Transport Scotland if there is a policy in place for passengers that have not booked Passenger Assist and whose journeys are interrupted.



**Action Point 15** - Karen Armstrong to ask about a policy for passengers that have not booked Passenger Assist and whose journeys are interrupted when she next meets with Patrick Nyamurundira, the Rail Accessibility Manager in Transport Scotland.

### **Agenda item 6.18**

More people should know that you are now able to book passenger assistance on trains one hour before you travel.



**Action Point 16** – Karen Armstrong to speak to Patrick Nyamurundira about what can be done to make sure more people know about changes to the Passenger Assist scheme.

## **Agenda item 6.19**



Hussein said that the Stations Accessibility Toolkit has now been finished and he thanked Fraser Sutherland for his help with this. The document will be reviewed each year and it will be sent to train operators within the next 10 days.



**Agenda item 6e** - Update from Keith Robertson on the Roads, Infrastructure and Active Travel Work Stream.

## **Agenda item 6.20**



Keith said that MACS had been invited by the Scottish Roads Works Commissioner (SRWC) to speak at local meetings of the Roads Authorities and Utilities Committee (Scotland) (RAUCS). At the meetings MACS would discuss the problems disabled people face when met with road works.



## Agenda item 6.21

Keith is still working on the Good Practice Guide on Inclusive Mobility, Shared Space and Tactile Surfaces.

## Agenda item 6.22



All members agreed that more should be done by MACS to make sure Electric Vehicle charge bays are fully accessible.



Susan Fulton mentioned that this is already covered in British Standard 8300-1:2018 Design of an accessible and inclusive built environment Part 1: External environment Code of practice, that requires all Electric Vehicle recharging points are designed to be accessible.

## Agenda item 6.23



Keith said that after meeting with five different councils on their plans for Open Spaces and inclusive street design, SCOTS will arrange any future meetings that MACS needs to be set-up to talk about councils plans.



### **Agenda item 6.24**

The Convener thanked the members for their updates during the meeting.



### **7. Any Other Business**

There was no other business to talk about. The Convener closed the meeting.