

Sign Post Travel Forum
Thursday 17th February 2011
Hosted by Raymarine

Name	Organisation
Amanda Morris	PCC
Andy Silvester	Military Equipment Tool Solutions (METS)
Pauline Gibbs	Two Saints
John Holland	Portsmouth Cycle Forum
Romayne Spooner	Gunwharf Quays
Liz Brayfield	Havant Borough Council
Tracey Ford	Havant Borough Council
Darren Hall	Dstl
Neil Bennett	Raymarine
Killian Walsh	PCC
Carol Evans	BAE / BVT (Naval Dockyard)
Jayne Rodgers	PCC
Steve Hobbs	First
Derrell Lacey	BAE Systems Broadoak
Charles Burns	Portsmouth & SE Hampshire Partnership
Russell Reeves	University of Portsmouth
Jane Sheldrake	University of Portsmouth
Richard Neale	Parkwood Community Leisure
Anthony Richards	Parkwood Community Leisure
Ian Richardson	CTC (Speaker)
Apologies	
Alan Bish	Clouds Environmental Consultancy
Marcus Nash	NHS Trust
Stephen Brownlie	Technopole
Jane Turner	IBM

1. Introductions

Everyone introduced themselves for the benefit of newcomers and visitors

2. Minutes of last meeting

Read and accepted as a true record of the last meeting on 18th November – there were no obvious actions from the last meeting

3. Ian Richardson from CTC presented on ‘how to set up a bug at your workplace

- CTC is charitable national cycling organisation with circa 70k members
- Remit to get everyone cycling
- BUG is a bicycle user group and can help in many ways in an organisation but can also get people cycling and taking part in social rides
- Workplace challenges (another CTC initiative) uses champions to promote and encourage cycling – get people on their bikes for 10 minutes, each dept competes.
- The process for setting one up is easy: research (the cyclists) – management support – engaging employees – ready to go – launch – what can your BUG do/what does it want to do?
- Issues are: time to facilitate – taking ownership and driving the BUG – management support – someone that wants to do it – IT – Cost – H and S (duty of care is all there is really and can signpost to training etc.)
- Business case for cycling – Health Benefits for £1 spent = £2.50 back in health gains - car parking – Corporate Social Responsibility – BUG is part of travel plan – physical inactivity costs NHS a lot of money – reduced absenteeism – healthier and active workforce
- Case studies –
 - Glaxo-Smith-Klein (spur car parking charges – from 50 – 350 cyclists)
 - ARUP – travel consultancy – 874 members
 - SPOKES NHS cycling network Chester – 80 more through Workplace challenge
- To become an registered CTC BUG costs a set up fee of £50
- -CTC benefits of BUG membership
 - as a BUG member can get affiliate CTC membership for £12 (normally £37)
 - insurance for rides and events
 - advice and help
- A group of companies that share a site can set up together and can organise a seminar on setting up the bug with the CTC (cost £300 - £500 for a day)

4. LSTF

Jayne Rodgers and Amanda Morris asked for the groups ideas and thoughts on the Local Sustainable Transport Fund Bid – AM to summarise and circulate

5. **Green Travel Promotions for 2011** - AM outlined all the events etc for the coming year
BGCC - 16-22nd May Havant and Fareham are on-board for this year – register your organisation as 6th May is closing date
 New for this year 25% off train ticket for this area (Southern/SWT/First Great Western)
 The News to compete and support
 TRACIT to improve monitoring and outputs monitoring especially
Bike week – Bike2work day is 21st June event in Guildhall Square – no t-shirts this year but rainbow of retro t-shirts – obstacle course, Dr Bike and ‘view from the cab’
 Eastney to Uni-cycle ride on Bike2Work day
 Series of rides over the week
 Opportunity to start a BUG
 New incentive to take part win £100 vouchers (individual) or a stylish bike rack for your organisation

6. **Making Signpost work for you**

- Has 98/99 members but few attend the forum WHY?
- Want to make it work for the members
- AM outlined the history of the group and asked for suggestions
- Terms of Reference?
- Info exchange had been introduced
- Reduction in the number of meetings

What could we do?

- Wealth of organisations around the table
- Use influence to improve sustainable transport links etc locally attract funding for these
- Increase awareness of group
- Influence and involve with LEPs and Chamber of Commerce
- Help get business discounts
- Increase services (buses and trains etc)
- Improve Cycle and walking infrastructure
- Cllr or portfolio holder to attend meetings (awareness raising)
- Info exchange and lobbying
- Support bids
- BUGs –organise cyclists to influence
- Transport Liaison Group
- Invite HR professionals
- Practical solution and innovative designs and ideas (specialists in field eg cutting edge design, cycle sheds; other organisations Travel plans,
- Ask those that don't come – why?
- What do they want?

First – workshop on terms of reference and a way forward – AM and AS to facilitate

7. **Information Exchange**

Amanda Morris - PCC Go Green out now – Annual ticket for Gosport Ferry for PCC employees. GF to consider extending to employees at the Naval Base, Anchorage Park etc. LTP3 e-mail summary for all

Charles Burns – Partnership Commonwheels and block booking for PCC.

Russ Reeves University – Cycle theft promotion scheme WASP at University – Russ to ask PC Fairbrother to do a demo for SignPOST members

Steve Hobbs FIRST corporate travel club (CTC) Uni/Highbury/DSTL – Gunwharf has 34 units 8 are in. No tax implications/no salary sacrifice – working with Gosport Ferry to link with BRT

Derrell Lacey BAE Green week in March (21st March) – Dr Bike and PCC Travel Roadshow plus Veolia etc

Darren Hall DSTL 15 week trial of a shuttle bus from Kent to Portsmouth
 3 days a week AM/LUNCH/EVE. Already have bus from Havant and Fareham – new one from Waterloo/Denmead and Portchester

Scoping study with HCC for cycle routes to DSTL involved with Defence Estates (bridleways etc)

John Holland Portsmouth Cycle Forum Eastney Family Bike Club, 5-7 year olds. Teaching parents as well as the children – PCF offers affiliate membership of the CTC

Tracey Ford Havant BC Havant go green week 23rd – 28th May in Havant Park, cycling and travel fair cycle map launch, Liz to attend SignPost in the future as Travel Plan Officer

Andy Silvester METS Trafalgar Gate – improvements for access to the Naval base for bikes

8. **Date of next meetings**

Thursday 30 June – The University kindly offered to host the next meeting

Thursday 20 October 2 pm 2011 venues tbc