

# Annual General Meeting 2022

## Draft Minutes

Held as a virtual meeting at 15.00-16.15 on Thursday 16 June 2022

### Attendees

Andrea Thompson (Strathclyde Partnership for Transport)  
Andrew Smith (Transform Creative)  
Caroline Thompson-Noble (Community Rail Network)  
Colin Howden (Transform Scotland)  
Damien Henderson (Avanti West Coast)  
Daniel Ainsworth (Raleigh UK)  
David Giles (Scottish Association for Public Transport)  
David Hansen (Transform Scotland supporter)  
David Kelly (Community Transport Association)  
Debbie McCreath (Alexander Dennis)  
Dr Caroline Brown (Transform Scotland policy forum member)  
Elspeth Wray (Transform Scotland)  
George Lowder (Transport for Edinburgh)  
Graham McQueen (Paths for All)  
Helen Todd (Ramblers Scotland)  
Ian McCall (Paths for All)  
James Harkins (Light Rail (UK) Group)  
Jim Densham (Cycling UK)  
John Yellowlees (ScotRail)  
Laura Hyde-White (Transform Scotland)  
Maina Coroller-Larifla (Sustrans Scotland)  
Malcolm Reed (Transform Scotland policy forum member)  
Marie Ferdelman (Transform Scotland)  
Mike Harrison (Midlothian Disability Access Panel)  
Neil Wallace (Friends of the Far North Line)  
Nigel Bagshaw (Transform Scotland)  
Paul Tetlaw (Capital Rail Action Group)  
Rachel McFarlane (Transform Scotland)

Rob McGregor (Transform Scotland policy forum member)  
Roger Humphry (Transform Scotland policy forum member)  
Ron Stewart (Transform Scotland supporter)  
Ros Browning (Transform Scotland)  
Stefan Maurice (Sustrans)  
Stuart Hay (Living Streets Scotland) (Acting Chair, Transform Scotland)  
Suzanne Forup (Cycling UK)  
Tom Flanagan (Transform Scotland)

## Apologies

Brendan Paddy (Ramblers Scotland)  
Bruce Whyte (Glasgow Centre for Population Health)  
David Murray-Smith (Scottish Association for Public Transport)  
Don Barclay (Levenmouth Rail Campaign)  
Douglas Clark (Elgin Community Council)  
John Wilson (ScotRail)  
Keith Irving (Cycling Scotland)  
Keith Stark (hiyacar)  
Lawrence Marshall (Railfuture Scotland)  
Robert Hodgart (Transform Scotland supporter)  
Ruth Shewan (LNER)  
Steven Stewart (Stagecoach)  
Sue Flack (Transform Scotland)

## Discussion

Item	Notes	Action/decision
Approval of minutes from 2021 AGM	Approved by acclamation.	Minutes of 2021 AGM approved
Matters arising from 2021 AGM	There were no actions arising from last year's AGM.	None.

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Board of Directors	<p>Stuart Hay explained that in the nine months since Transform Scotland's previous AGM, five of the eight Directors have resigned from the Board, for the most part because they have moved on to new employers/roles.</p> <p>Transform Scotland is now going through a process of recruitment for additional Board members over the coming months. This will include recruitment of a new Chair, Vice Chair and Company Treasurer. The aim is to get a near full complement of Board members by the time of the next Board meeting in September.</p> <p>Alexander Dennis have agreed to put forward Debbie McCreath as a replacement for Jacqueline Anderson.</p> <p>Glasgow City Council are in the process of deciding whether to nominate another Director to replace Cllr Anna Richardson.</p> <p>Stuart noted Transform Scotland's thanks to everyone who has served on the Board and recommended it to people as a valuable opportunity. Women are particularly encouraged to apply. Anyone interested should get in touch with Stuart or Colin Howden.</p>	
Annual Report 2022	<p>Colin Howden ran through highlights from the Transform Scotland 2022 Annual Report.</p> <p>Two issues were raised by the meeting attendees:</p> <ul style="list-style-type: none"> <li>- great to see lots on bus in the annual report and delighted by the success of lovemybus (Debbie McCreath, Alexander Dennis)</li> <li>- would like to see more activity on trams and light rail (Jim Harkins, Light Rail (UK) Group) - Colin Howden assured the AGM that trams and light rail are very much on Transform Scotland's agenda and always have been.</li> </ul>	
Financial Report for the year to 31 March 2021	<p>Stuart Hay gave a summary of the organisation's finances. The good news is that Transform Scotland is in a strong financial position. The full accounts will be published in September and are signed off by the Board. If members have any questions they are welcome to scrutinise the published accounts and come back with any questions.</p>	
New Articles of Association for adoption	<p>Colin Howden explained that the Transform Scotland Board had identified that the organisation's Articles needed to be overhauled and that a firm of solicitors had been appointed to review them. The new Articles had been approved by the Board and shared with Transform Scotland's Members, and now required to be approved at the AGM.</p> <p>There was one question about whether Transform Scotland is both a company and a charity at the same time and is this permitted. Colin explained that yes, for the past decade or so Transform has been both a Scottish company and a Scottish charity. It is regulated by both Companies House and the Office of the Scottish Charity Regulator (OSCR). This is quite usual among charities.</p> <p>The new Articles were approved by the Members by acclamation.</p>	New Articles of Association approved

Item	Notes	Action/decision
Membershi p Structure Review	Elspeth Wray presented a proposal to change the membership structure/rates of Transform Scotland, to replace the current arrangements with a simpler system of seven membership bands based on member turnover. There were no questions or objections from the meeting attendees.	Decision to implement new membership structure
Annual Work Plan 2022-23	<p>Colin Howden, Elspeth Wray, Marie Ferdelman and Rachel McFarlane summarised the Transform Scotland Annual Work Plan for 2022-23. The Work Plan is based around the priorities of: cut road traffic by 20% by 2030; switch spending from new roads to sustainable transport; make public transport more affordable than driving; deliver lovemybus campaign; and celebrate 25th anniversary with associated marcomms overhaul.</p> <p>There were two points of discussion:</p> <ol style="list-style-type: none"> <li>Overall impression is that the emphasis is on car traffic reduction and promoting public transport. If Transform Scotland is to really reflect the transport hierarchy then we need to reduce the need to travel and embrace issues such as land use planning, development density etc. (Roger Humphrey).</li> </ol> <p>Response from Transform Scotland - active travel is very much part of the Work Plan and is not being ignored e.g. it's part of the spending priority. Planning issues and active travel are interwoven into Transform projects e.g. the work on traffic reduction encompasses how 20-minute neighbourhoods can help reduce traffic. Also, the priorities in the Work Plan reflect where Transform Scotland can make the biggest difference and filling the gaps where there is less activity by other organisations.</p> <ol style="list-style-type: none"> <li>Air quality and micro-plastics are getting high up the political agenda. What is the Transform Scotland position on them? (Jim Harkins, Light Rail (UK) Group)</li> </ol> <p>Response from Transform Scotland - although Transform uses air quality in its messaging, the focus has and will continue to be on climate change and reducing traffic. Other organisations such as Friends of the Earth Scotland do a lot of work on air pollution. The lovemybus campaign also messages heavily on air pollution.</p>	
Coming plans	In-person meeting scheduled for September. Next member networking session in July.	
Close	Stuart Hay closed the meeting and thanked everyone for their support - funders, members, supporters, staff and volunteers.	

Minutes by Elspeth Wray on 28/06/22.