

Transport Planning Society

Meeting Date	21 November 2019
Report Title	Chair's Report
For Decision or for Information?	For Information
Decision Sought	N/A
Report Summary	This report summarises my main activities since the last Board meeting and other key issues.

TPS and ICE Meeting (3 September)

Kate Morris and I joined a meeting with Brendan van Rooyen, the Head of Professional Services at ICE. We discussed TPS/ICE Service Level Agreement (SLA) for 2020, TPS membership grades and rates for 2020, knowledge transfer activities, potential for business process improvements, potential change to the TPS financial year and ICE support for TP Day events.

TPS Business Manager Meeting (9 September)

Andy Costain and I met up to discuss TPS Business Manager activities and to set up the Working Group on the Future of TPS.

University of Hertfordshire Meeting (19 September)

Keith Buchan attended this meeting in person and I joined by phone to discuss developing transport planning courses at the University of Hertfordshire. Attendees included Stephen Joseph, Visiting Professor, and Dr Richard Southern, the Dean of the School of Life and Medical Science. This will be an ongoing discussion as they develop their courses.

RTPI Chief Executive Meeting (4 October)

I held a meeting with Victoria Hills to discuss collaboration between RTPI and TPS. Notes below.

Update on activities/plans from both TPS and RTPI

- Steve to introduce Victoria to Kevin Richardson, Chief Exec of CILT
- Steve to note Victoria's link to AITPM Australia (Andrew Norton)
- Victoria to introduce Steve to Darren Shirley, Chief Exec of Campaign for Better Transport

TPS Transport Planning Day campaign

- Steve to provide information to Victoria on regional events planned with universities
- Victoria confirmed she will attend the 23 Oct HoC reception but cannot attend the 20 Nov TP Day event
- TPS web page on TP Day FYI: <https://tps.org.uk/transport-planning-day-2019>

RTPI Transport Planning Network conference

- Arup is hosting event on 18 Nov, theme: Transformative visions for sustainable mobility and land use
- James Harris is working closely with TPS Board members on planning the event
- Victoria to talk to James Harris about speaking at the event
- RTPI web page on TPN conference FYI: <https://www.rtpi.org.uk/events/events-calendar/2019/november/transport-planning-network-annual-conference/>

Regional operations and scope for collaboration

- Victoria to connect TPS Regional Coordinator Laura Putt (LauraPutt@tfl.gov.uk) to RTPI Regional Coordinator to facilitate collaboration on regional events and activities

Skills development

- Victoria advised on current L3 and L7 planning apprenticeship pathways (<https://www.rtpi.org.uk/education-and-careers/find-a-course/apprenticeships/>)
- Steve advised on current L3 and new L6 transport planning apprenticeships (<https://tps.org.uk/profession/professionaldevelopment>, <https://tps.org.uk/news/transport-planning-degree-apprenticeship-launch>)
- Steve also advised on the new Chartered title for the Transport Planning Professional Qualification (CTPP - <https://tps.org.uk/news/becoming-a-chartered-transport-planner-becomes-a>)

TPS Board representation

- Nick Perrins is RTPI rep on TPS Board
- Steve invited Victoria to join a future TPS Board meeting to strengthen ties, update on RTPI activities and for discussion with Board members – suggest 9 Jan meeting at ICE – please note this starts at 1400 so 1400-1500 slot would be best – Victoria to confirm.

AOB

- Steve advised that TPS Policy Group regularly responds to national and policy consultations and these are stronger if our organisations can join forces, Victoria advised to liaise with James Harris on future consultations of relevance to RTPI

And there was even a Twitter mention:

<https://twitter.com/VictoriaRTPI/status/1180092197653422080> !!

Jim Morey Meeting (14 October)

I had a call with Jim Morey to discuss his Board report and possible activities on the accessibility theme, such as events or writing a blog. Jim will be presenting a report at the Board meeting.

Future of TPS Working Group (14 October)

We held the first meeting of the Future of TPS Working Group, following the meeting of Board members back in January 2019. This included myself, Kate Morris as Company Secretary, David Connolly as Treasurer, and Andy Costain as TPS Business Manager. Notes below.

Steve advised that this Working Group was an action from the January meeting of elected Board members on the Future of the TPS. This meeting was reported to the March 2019 Board meeting.

The Working Group is set up to deliver the Action Plan presented in the March report.

1. *Set up a small working group to deliver this Action Plan from the Board, and possibly beyond*
 - Done – first meeting 14 Oct 2019.
1. *Research costs and benefits to TPS of becoming a charity – to rule this option in or out*
 - Andy report to be presented at 21 Nov 2019 Board meeting.
3. *Develop a plan for growing and expanding the Society in line with the recommendations of this report.*
 - Create capacity - consider roles of existing staff and possible employment of additional staff to deliver the plan
 - o Kate follow up CIHT contact for employment of existing staff
 - o Next meeting to consider options to create additional staff capacity and succession plan for TPS Business Manager role.
 - a. *Develop growth plans - to achieve the ambitions identified in this report, in all areas of activity but particularly focusing on:*
 - i. *Membership*
 - ii. *Skills*
 - iii. *Regions*
 - iv. *Communications*
 - b. *Raise profile - develop and plan next TP Day campaign to provide a focus for growth and raising our profile so this is visible to members and external stakeholders*

- Dealing with through Board meetings – note that we must avoid reinventing the wheel when strategies and plans already exist – Steve/Andy to discuss separately.
- c. *Ensure sustainable funding - consider financial implications of the plan, including use of TPS financial reserves and scope for and possible timing of increasing membership fees, if considered necessary, to enable these additional activities*
- Consider later when capacity options developed further.
- 4. *Discuss and engage with existing TPS staff and members, supporting institutions, ex-Chairs and new Board members on our 'Future of TPS' plan*
 - Steve attending ex-Chairs dinner on 19 Nov. Consultation with other bodies when we have more of a plan.
- 5. *Arrange a second session to review the outcomes of the further work from the Futures working group and charity research – probably later in 2019 or early 2020*
 - Consider later.
 - Steve to set up
 - Call with Andy and Steve before Andy leaves for SL
 - Next Working Group – early November

TPS Skills Meeting (16 October)

The Skills Sub Group comprises myself, Kate Morris, David Connolly and Keith Buchan. We had useful session discussing progress on TPTech and the idea of licensing to other professional bodies, implications for TPS membership drive of CIHT actions and plans, TPP budget and CIHT costs, update on Indian PDS pilot, PDS Manager – Keith Youngman replacement, and how we are promoting CTPP.

TP Day Steering Group (18 October & 12 November)

I attended two TP Day Steering Group meetings during this period and I am involved in ongoing preparations for the campaign and events – Lynda will provide an update in her item at the meeting.

RTPI Policy and Networks Manager Meeting (22 October)

I had a call with James Harris, the RTPI Policy and Networks Manager, about plans for the RTPI Transport Planning Network / TPS annual conference on 18 November. Lynda, Jo Ward, James Gleave and I will be speaking at the event.

TPS TP Day Parliamentary Reception (23 October)

Wow - what a fantastic event we pulled off! I am so pleased with the success of the Reception and the overwhelmingly positive feedback from people attending. It was noticeably bigger and better than last year (just over 100 people), with a number of MPs dropping in to the event throughout the afternoon, including many from the Transport Select Committee. Great for the profile of TPS.

A huge thank you to Lynda and everyone on the TP Day Committee for all the hard work in making this happen, the support from everyone on the Board, to Jo Field and her team for organising such a great event, to Kath and the team at ICE for supporting us, and all our supporting institutions for their support and encouragement.

See Twitter for reports and pics at #TPDay2019 (or start here: <https://twitter.com/TransPlanSoc/status/1187029095223353345>).

TP Day Review Update (1 November)

I held a call with Laura Putt and Justin Bishop to discuss the TP Day review. This will be reported at the Board meeting on 21 November.

Lynda Addison Meeting (7 November)

I held a call with Lynda to discuss TP Day plans, and Lynda's work on the integration of planning and transport, to ensure that TPS builds on the success of Lynda's recent engagement.

TPS Business Manager Meeting (8 November)

Andy and I had a call to discuss the Future of TPS activities and ways of improving the development of TPS strategies and plans, to avoid reinventing the wheel and to have clear plans so we can focus on delivery and execution. I would like to discuss this at a future Board meeting.

Stephen Bennett, TPS Chair

16 Nov 2019