



## Notes of the Higher Education SIG Meeting

Held on: 9<sup>th</sup> July 2015

At: Varley Park, The Hub, Coldean Lane Brighton, BN1 9GR

Item	Notes	Action Points
1.	<p><b>Welcome, introductions and apologies</b></p> <p>Ian Goodwin (IG - Car Parking Partnership) welcomed the group to the meeting as Chair and introduced the day. Gideon Meade (University of Brighton) welcomed the group to the university. Apologies: Alison Tooze (AT)</p>	
2.	<p><b>Presentation by David Heightley, University of Brighton</b></p> <p>A presentation on parking at the University of Brighton</p>	
3.	<p><b>Presentation by Steve Clark (SRC), BPA</b></p> <p>Topics covered included:</p> <ul style="list-style-type: none"> <li>• AOS</li> <li>• Review of the Parking Eye v Beavis case and implications</li> <li>• Campus signage <b>Actions:</b> (1) Distribute pictogram template and examples of signage (2) Look into signage exemption for University of Brighton</li> <li>• POPLA update <b>Action:</b> Determine how many POLA cases come from universities and distribute data to group</li> </ul> <p>Click <a href="#">here</a> for the presentation slides</p>	SRC
4.	<p><b>Presentation by Paul Clark, Ombudsman Services</b></p> <p>Introduction of the Ombudsman Services for POPLA</p> <p>Click <a href="#">here</a> for the presentation slides</p>	
5.	<p><b>Presentation by Harry Scrope, Brompton Bikes</b></p> <p>The advantages of Brompton Bike Hire including relieving pressure on university car parks and convenient travel (i.e. integrated bike/train journeys)</p> <p>Click <a href="#">here</a> to view the presentation slides</p>	

6.	<p><b>Presentation by Mark Strong, Transport Initiatives</b></p> <p>The importance of cycle parking</p> <p>Click <a href="#">here</a> to view the presentation slides</p>	
7.	<p><b>Empowering and Engaging Members in the Higher &amp; Further Education Sectors</b></p> <p>IG introduced session by outlining that we are looking for member feedback to understand exactly what members would like from their association and what would encourage members to become more engaged in its work. This set the scene for the remainder of the meeting which was a break out discussion to answer the following questions:</p> <ol style="list-style-type: none"> <li>1. <i>How can we empower members in Higher and Further Education and their Representative to contribute more actively to the BPA?</i></li> <li>2. <i>How can we empower the special interest groups to ensure they are member led entities?</i></li> <li>3. <i>Why do members in Higher and Further Education join the BPA?</i></li> <li>4. <i>Please put forward suggestions for how the association can deliver member expectations for meetings, events and member resources.</i></li> </ol>	
8.	<p><b>Summary of break out discussion feedback and action points:</b></p> <p><b>Regarding empowering members in higher and further education and their representative to contribute more actively to the BPA:</b></p> <ul style="list-style-type: none"> <li>• IG encouraged more engagement upwards through Chair through to CoR to assist in empowering members to contribute more actively to the BPA. <b>Action:</b> Engage with chair and provide feedback and suggestions for desired content for meetings, events and member resources</li> </ul> <p><b>Regarding empowering special interest groups to ensure they are member led entities:</b></p> <ul style="list-style-type: none"> <li>• A forum was suggested and the possibility of an HE/FE &amp; Healthcare joint forum was also discussed. Group agreed that they would act as a trial group for forum if necessary. <b>Action:</b> Deliver feedback to Public Affairs &amp; Research team with the aim of introducing the forum as a member resource</li> </ul>	<p>ALL</p> <p>FS</p>

	<p><b>Regarding why members in higher and further education join the BPA:</b></p> <ul style="list-style-type: none"> <li>• Networking dinners</li> <li>• Exchange of knowledge, ideas and experiences</li> <li>• Access to BPA guides and best practice</li> </ul> <p><b>Suggestions for how the association can deliver member expectations for meetings, events and member resources:</b></p> <ul style="list-style-type: none"> <li>• Group expressed that a session on Park Mark would be beneficial. <b>Action:</b> Potential for SC or Chas Cannon to deliver SPS/Park Mark session at next meeting</li> <li>• Group agreed focussed discussion groups were beneficial and would like to see more of these</li> <li>• Potential for tele/video conference was discussed to help inform members who can't attend meetings. <b>Action:</b> Deliver feedback to BPA secretariat and discuss options</li> <li>• There was some debate as to ideal number of meetings per year, some group members felt existing number was effective while others felt less meetings were required</li> <li>• Group agreed that a joint meeting with the Healthcare SIG would be beneficial for all. <b>Action:</b> Raise suggestion at Healthcare meeting in September</li> <li>• Group expressed that it would be beneficial to have a link to the AOS Code on the HE/FE web resources page. <b>Action:</b> Work with BPA Communications Officer to investigate this</li> <li>• There was some debate about the location of future meetings with some favouring London for each meeting and others preferring to travel around the country to gain insight and exposure to other campuses</li> <li>• It was mentioned that there has been difficulties with signing in to the website. Appears to have improved since new website launch. <b>Action:</b> Check with BPA Communications Officer to ensure this is not an ongoing issue &amp; ensure password retrieval process is straight forward</li> <li>• Group felt that forum would enable more contribution to agenda items and easier access to other members</li> <li>• Group requested another survey of cohort. Concerns were expressed that there was no trend analysis between the first and second surveys and there appeared to be a lack of clarity with regard to the results. <b>Action:</b> Follow up and come back to group with update</li> </ul>	<p>AT/SRC</p> <p>FS/AT</p> <p>AT</p> <p>FS</p> <p>FS</p> <p>FS/AT</p>
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	<ul style="list-style-type: none"> <li>Delegates would like to see another session on Equality Legislation. DMUK have spoken to the Group but potential for them to be invited back to provide an update. <b>Action:</b> Look into this for potential agenda item for future meetings</li> <li>Group is interested in result of Parking Eye vs Beavis case at the Supreme Court. <b>Action:</b> If result is known by November SC has offered to speak about it at next meeting</li> </ul>	AT
9.	<p><b>BPA Update</b></p> <p>Brief update given by IG, full report to be distributed at a later date</p>	
10.	<p><b>AOB and items for next meeting</b></p> <ul style="list-style-type: none"> <li>All agreed that during November meeting the group should have a discussion to determine '5 things to deliver in 2016'</li> <li>Workshop on reviewing the Know Your Parking Rights website as this was not covered aside from FS giving a brief background</li> <li>IG encouraged members to provide their input for next agenda as matters arise</li> </ul>	
11.	<p><b>Meeting Close</b></p> <ul style="list-style-type: none"> <li>Next meeting 26<sup>th</sup> November 2015 at University of Bristol</li> <li>Thanks to all speakers and our sponsors</li> </ul>	



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