## **Somerset Bus Partnership**

## How To Set Up A Bus User Group?

By following these steps, you can create a bus user group that can effectively represent the interests of bus users and work for positive changes in your local bus services.

Setting up a bus user group has several key steps. Here's a simple guide to help you get started:

- 1. Define Objectives: Decide on the issues you want to address, such as bus service improvements, advocacy for better routes, community engagement and encouraging more people to travel by bus use.
- 2. Gather Support: Reach out to potential members, these will probably include regular bus users, local councillors and those already active in local organisations. Use social media, flyers, or community meetings so as to raise awareness and attract interest.
- 3. Organise Initial Meetings: Post on social media, put posters up at bus stops and contact the local media, contact councillors, place articles in parish magazines announcing your first meeting. Hold a kick-off meeting to introduce the group, discuss objectives, and gather input on priorities. This is a great opportunity to build a sense of community among members.
- 4. Establish Leadership: Agree a leadership team that can coordinate activities, manage communications, and represent the group in discussions with transport authorities. Assign roles like chairperson, secretary, and communications coordinator, events coordinator. These roles can be done by a couple of people or sometimes just one person.
- 5. Set up a channels for communication among members, e.g. email lists, social media page. Regular updates and newsletters can keep members informed and engaged.
- 6. Agree how the group will operate, how often, and how you can get local feedback, and who will meet with your local bus operators.
- 7. Plan Activities: Organise events such as bus stalls, meetings to gather feedback from bus users. Think about whether you want to run campaigns. Engage with your Councillors and/or MP. These activities can help raise awareness and strengthen the group's presence.