

MEETING NOTES

Subject:	LTP ACCESSIBILITY PARTNERSHIP	
Date of meeting:	Thursday 1 March 2007, 14.00	
Location:	Metro, Wellington House, Leeds	
Present:	David Smith (Chair) Martin Dean Nicky Hoyle Rob Harrison Jo Harcombe Kevin Westwood Steven Leigh Ian Gallacher James Devitt Andrew Hall Andrew Spittlehouse James Nutter Jeff Turner Clare Davies Peter Fryer Peter Godfrey John Henkel Steve Heckley (Secretary)	Association of West Yorkshire Authorities Leeds Initiative (Local Strategic Partnership) Bradford & Airedale Primary Care Trust Kirklees Primary Care Trust Wakefield Primary Care Trust Leeds Teaching Hospital / Making Leeds Better Mid Yorkshire Chamber of Commerce & Industry Bradford Council Kirklees Council Leeds Council Wakefield Council Yorkshire Forward West Yorkshire Community Transport Operators Forum West Yorkshire Rural Transport Partnership Government Office for Yorkshire & Humber Highways Agency Metro (WY Passenger Transport Executive) Metro (WY Passenger Transport Executive)
Also attending:	Joanne Waddington	Kirklees Council

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1	<p>Apologies for absence Apologies were received from:</p> <ul style="list-style-type: none"> Ann Sykes, Job Centre Plus (West Yorkshire) Lisa Butland, Leeds Primary Care Trust Dave Gilson, Leeds Council Development Department Bob Anderson, Wakefield Council Transportation & Highways Andy Latham, West Yorkshire Community Transport Operators Forum Jonathan Brown, Yorkshire Forward 		
2	<p>Minutes of previous meeting Minutes of the meeting of 14.11.06 were agreed. Matters arising:</p> <ul style="list-style-type: none"> Minutes and presentations from 14/11/06 and membership contact details are not yet available on the web. The Metro (and LTP) website is currently being 're-freshed'. An Accessibility Partnership section will feature on the LTP pages. In the meantime information will be emailed. K. Westwood has provided input on the hospital target. Possible review of accessibility targets & indicators could be progressed through LTP reporting groups. The Terms of Reference have been amended in response to comments at the 14/11/06 meeting. The TOR were agreed at this meeting (01/03/07). P. Fryer will identify GOYH Health and Education representatives for invitation to the next appropriate meetings of the Accessibility Partnership D. Smith confirmed his continuation as Chair of the Accessibility Partnership An inception meeting of the Health Sub-group was held on 22/02/07 (- see Item 6) Contact has been made with Yorkshire and the Humber Strategic Health Authority (- see Item 6) 		SH

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	<ul style="list-style-type: none"> • West Yorkshire Community Transport Forum representation has been invited to sit on the Partnership. In future this will be Andy Latham, Chair of WYCTF. • Food sector contacts have been identified - Leeds Council Social Services have been active in addressing issues around access to healthy food, particularly by older people, ranging from the strategic level to local projects. Opportunities may exist in Healthy Leeds Partnership Food Strategy Group and Health Strategy which has an 'Access and Choice' strand. Sub groups are being established to lead delivery of actions. Social Services suggested a workshop to scope working together. The key contact is Lisa Mallinson. (A. Hall to investigate) <p>3 Progress by LTP partners</p> <p>The LTP2 Accessibility Strategy contained a Year 1 Action Plan and a commitment to update annually to reflect progress and emerging priorities. The Accessibility Partnership requested reporting by each LTP partner (the 5 districts and Metro) on:</p> <ul style="list-style-type: none"> • Progress delivering Year 1 (2006-07) actions • Progress identifying Year 2 (2007-08) issues & actions <p>A progress pro-forma has been compiled by each of LTP partners and circulated in advance of this meeting. S. Heckley provided a summary presentation:</p> <ul style="list-style-type: none"> • Year 1 was a learning experience • There is now better understanding of issues and challenges • All LTP partners now have full Accession mapping capabilities, some staff resource, and working partnerships are being established • There is limited revenue funding available and issues / actions are not integrated into LTP capital programmes. • Key issues identified were: <ul style="list-style-type: none"> ➢ Patchy delivery – delivery by Kirklees and Metro, some progress by Leeds, more limited activity in Bradford, Calderdale and particularly Wakefield ➢ Current emphasis on 'local' actions ➢ Difficulty engaging at strategic level, with Local Strategic Partnerships ➢ LTP Accessibility target not a key driver for commercial bus operators ➢ Slow progress with priority area of health service reconfiguration ➢ Projects identified in Year 1 are being rolled forward to year 2 ➢ New issues are emerging with all partners with the exception of Wakefield ➢ Health service reconfiguration, of Acute Hospital Trusts and PCTs, remains a priority for year 2 – but concern exists regarding the Health sector's commitment to progress actions and uncertainty about how to achieve accountability. ➢ Other emerging issues for year 2 include influencing Local Development Frameworks (- strategic land use planning), joint working on rural transport issues, older people, employment & training, food and building monitoring into accessibility actions <p>Discussion by the Partnership provided the following steer:</p> <ul style="list-style-type: none"> • Organise delivery around a number of key themes. These were identified as Health, Land Use Planning, Reconfiguration of FE, Employment, Older People. (Food might be expected to fit within 'Health' and 'Older people') • Partnership emphasis to be tackling the strategic issues, not micro-managing actions • The themes to be addressed through themed meetings of the Partnership. These meetings to attract wider representation appropriate to the theme. Where individual districts are associated with good practice within a particular theme (e.g. LDF development) they would take responsibility for organisation / delivery of the event. • LTP partners to focus on: <ul style="list-style-type: none"> ➢ Championing examples of good practice to encourage other organisations – through themed meetings / other events / information. The intention to get key stakeholders together on the most important strategic issues. M Dean highlighted need to identify accessibility benefits as business benefits N Hoyle asked how to 'reward' organisations that exhibit good practice ➢ Providing technical mapping work to input to Stakeholders to inform scenarios ➢ LTP Partners to support project work where appropriate – concentrating on quick wins / simple issues where delivery is possible i.e. public transport 		AH

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	<p>information coupled to health service appointment setting</p> <ul style="list-style-type: none"> ➤ Opportunities exist in Metro identification of a £500k budget (2007-08) to buy transport services – the intention to trial possible services to prove demand / commercial business case • Report for information on progress with Accessibility Partnership, Strategy and action plan to be taken to a future meeting of the LTP member Steering Group, highlighting key issues of engagement, delivery and scrutiny 		SH
4	<p>Research projects</p> <p>Current research projects:</p> <ul style="list-style-type: none"> • Community Transport Audit - Metro & Yorkshire Forward funded study to establish the level of activity of the Community Transport Sector in West Yorkshire – to identify what providers exist, how they operate and the services supplied. The intention is better engagement and partnership working and to help build the case for potential funding. Reporting at end of April 2007 (Contact: clare.davies@wypte.gov.uk). • West Yorkshire 'Wheels to Work' evaluation - Yorkshire Forward funded study of Bingley area, pilot moped leasing scheme to support young people accessing work, training and FE, plus socio economic and accessibility investigations to establish the viability of a West Yorkshire wide scheme. Reporting at end of March 2007 (Contact: clare.davies@wypte.gov.uk). • Impact of raised kerbs on bus usage amongst different users - Metro funded study of the impacts of introducing raised kerbs at bus stops to allow level boarding of buses – on bus trip rates, satisfaction with bus trips and ease of access for wheelchair users, elderly, mobility impaired, pushchair users. Reporting in mid April 2007. (Contact: nick.reed@wypte.gov.uk) <p>A discussion of knowledge gaps and potential research followed:</p> <ul style="list-style-type: none"> • J Turner enquired about quantified impacts of accessibility interventions • K Westwood enquired about physical and cultural barriers to using public transport • J Devitt enquired about the relationship of activity in the labour market and availability of public transport, and particular issues for ethnic minority groups • J Henkel confirmed the existence of some of the above research and agreed to investigate and collate a list of relevant research undertaken by LTP partners and others, to report to a future meeting. Should gaps be identified in key areas of interest, Metro may help fund research. 		JH
5	<p>West Yorkshire Rural Transport Partnership – Clare Davies, Metro</p> <p>C Davies gave a powerpoint presentation of the organisation, funding and activities of the West Yorkshire Rural Transport Partnership. Discussion identified considerable overlap with interests of the Accessibility Partnership and opportunities to progress projects of mutual benefit. It was agreed to invite WYRTP representation onto the Accessibility Partnership.</p> <p>The powerpoint presentation to be circulated with the minutes of meeting.</p>		SH
6	<p>Communications Strategy – Joanne Waddington, Kirklees</p> <p>A draft Communications Strategy, has been produced by the LTP Accessibility lead officers task group. The intention is to direct dissemination of the aims and objectives of the LTP Accessibility Strategy and Partnership and facilitate partnership working. The draft strategy identified key target audiences and actions.</p> <ul style="list-style-type: none"> • It was agreed that the Comms Strategy focus on a smaller number of target groups and actions • Key target groups were identified in larger public sector organisations and the private sector with key messages to be developed around recruitment / customers / congestion: <ul style="list-style-type: none"> ➤ J. Devitt suggested a potential audience and partnerships in Employers Coalition / Sector Skills Councils ➤ P. Fryer suggested opportunities in Business Brokerage projects (in Bradford, Leeds) ➤ P. Godfrey suggested a focus on lager employer sites and possible links with role of Highways Agency employed Influencing Travel Behaviour officer 		

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	<ul style="list-style-type: none"> J Turner stressed the need for consultation and engagement as much as communication in dealing with stakeholders and service users <p>The Draft Communications Strategy will be amended in response to comments under items 3 and 6, to be presented to next meeting and used to inform action planning and development of themed Partnership meetings</p>		JW
7	<p>Health sector issues</p> <p>Role of the Strategic Health Authority</p> <p>Greg Fell (Kirklees PCT) has made contact with the newly created (July 2006) Yorkshire and the Humber Strategic Health Authority with regard to what scrutiny / impetus could be given to pushing the accessibility agenda within the Health Sector. The Y&H SHA view (from Carol Massey) is that the SHA don't have a role in sub-regional matters and accessibility is a role for PCTs working together on common agendas at the sub-regional level, with the SHA pulling back to a regional action. The SHA was also identified as not having the capacity to take a lead on transport matters. The SHA suggestion 2 possible routes forward in investigating:</p> <ul style="list-style-type: none"> Local Health Inequalities Strategies Health Impact Assessment process <p>Health Sub-Group</p> <p>A scoping meeting was held on 22/02/2007 with representatives of Kirklees & Wakefield PCTs with input from Bradford PCT. Key issues identified for investigation included:</p> <ul style="list-style-type: none"> How might accessibility agenda be given a higher profile within new PCT structures? The fit with providing care closer to the patient Levers to effect improvements (- Local authority Scrutiny processes?) Sharing good practice i.e. Kirklees & Calderdale are further advanced in the engagement process) PCTs working together across boundaries Tangible actions - opportunities in practiced based commissioning of grouped GPs? Links to sustainable travel promotion and Travel Plan work in the districts <p>The Partnership agreed next steps:</p> <ul style="list-style-type: none"> To set up a 'brainstorming' workshop in April/May with representation from PCTs, Acute Trusts, Mental Health Trusts, Health and Well-being Partnerships, District officers etc <ul style="list-style-type: none"> Partnership members to provide suggested representation and contact details Health Sub-group to be tasked to identify the top 3 priorities to focus actions Sub Group 'brainstorming' to feed into a future full Partnership themed Health meeting, but also to take forward and inform actions at local level <p>Information 'Quick wins'</p> <ul style="list-style-type: none"> Leeds PCT / MLB have undertaken some investigations with ideas to progress – Kevin Westwood is currently investigating software issues. Metro will investigate possible LTP funding to progress software development as a pilot. Calderdale & Kirklees – there appears an opportunity with the new Breast Surgery and Gynaecology unit, due to open March / April 2007 to look at appointments & subsidising additional travel costs – Rob Harrison to investigate 		District lead officers
			SH
			all
			KW/Metro
			RH
8.	<p>Next meeting</p> <p>It was agreed to fix the next 3 meetings in the diary, at intervals of 4 months. The dates:</p> <ul style="list-style-type: none"> Wednesday 11 July 2007, 2pm Wednesday 7 November 2007, 2pm Wednesday 5 March 2008, 2pm <p>Nb:</p> <ul style="list-style-type: none"> Future meetings to focus on themes identified in item 3 above. The theme for July 2007 meeting to be confirmed. It was agreed that the West Yorkshire Travel for Work Partnership should present to a future, appropriate meeting of the Partnership. 		