

## M E E T I N G N O T E S

<b>Subject:</b>	<b>ACCESSIBILITY PARTNERSHIP - HEALTH SUB-GROUP</b>	
<b>Date of meeting:</b>	04 June 2009	
<b>Location:</b>	Metro, Wellington House, Leeds	
<b>Present:</b>	Roger Pollard	Airedale Hospital
	Helen Thornton	Bradford & Airedale Primary Care Trust
	Fiona Limb	Bradford Council (Transportation)
	John Sidebottom	Bradford Teaching Hospitals
	Tim Overend	Bradford Teaching Hospitals
	Peter Stubbs	Calderdale Council (Transportation)
	Paul Jones	Community Transport Calderdale
	Rob Harrison	Kirklees PCT
	Kevin Westwood	Leeds Teaching Hospital
	Sabrina Farrace	Leeds University
	Clare Davies	Metro
	Dorothy Sharp	Metro
	Neale Wallace	Metro
	Michael Long	Metro
	Andy Chymera	Metro
	Erica Ward	Metro
Iain Brodie	Mid Yorkshire Hospitals	
Ian Goldthorpe	Wakefield Council	
<b>Apologies:</b>	Marjorie Tindale	Airedale Hospital
	Sue Scholefield	Calderdale & Huddersfield NHS Trust
	Rhona Radley	Calderdale PCT
	Joanne Waddington	Kirklees MC
	Louise Stewart	Leeds Council (Transportation)
	Adam Huszcza	Leeds PCT
	Sue Sheard	Leeds PFT
	Liz Bailey	Wakefield PCT

	<b>LTP Accessibility Partnership Health Sub Group</b>	<b>04 June 2009</b>	<b>Action</b>
<b>1.</b>	<b>Minutes of previous meeting</b> Minutes of the meeting of 29.01.09 were agreed.		
<b>2.</b>	<b>Matters arising:</b> Terms of Reference had been updated and circulated to the group, and no comments received. TOR to be adopted.		
	Letter to chief executives of NHS organisations to outline work of the health sub group: to be done once action plans are in place. Also consider reference to travel plans and need for patient surveys.		<b>Erica Ward</b>
	Bus operator involvement in the group: Approach bus operator group to seek alternative rep.		<b>Erica Ward</b>
	West Yorkshire Communities on the Move. Work is progressing; Phase 2 involves development of a Community Transport Vision for West Yorkshire and potentially for the city region area. Further updates at future meetings.		
	Hospital Travel Costs Scheme: Leeds PCT have developed a model which may be effective, although it is yet to receive internal approvals.		<b>Adam Huszcza</b>





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	<p>Recently mapped staff postcodes and have identified that 70% of staff live 2-4 miles from work, and could probably use alternatives to private car. LTH use a points system for parking permits, distance from home to work is one factor. Kevin to provide details of points system to Roger.</p> <p><u>Progress Reporting</u></p> <p>More formal reporting process would be useful, annual progress report would be useful resource for presenting to boards, other colleagues and stakeholders. Progress reports would tie in with monitoring project (see below).</p> <p>It was noted that progress reporting should be a two way process, with hospital trusts also reporting on progress against actions.</p>	<b>Kevin Westwood</b>
4.	<p><b>Patient Surveys</b></p> <p>Sabrina Farrace is developing a baseline data/monitoring methodology, see attached presentations, and project summary.</p> <p>Initial surveys to be undertaken in early July at Dewsbury, Airedale and St James (3 days per site). Metro summer student placements can cover 6 of the 9 days; can hospital trusts provide resource to cover remaining 3 days?</p> <p>Roger Pollard may be able to help at Airedale.</p> <p>Full details of requirements to be provided to each trust ASAP.</p> <p>It was noted that surveys should include questions on mode of travel and distance travelled – this could inform future travel plan monitoring activity.</p>	<b>Erica Ward/Sabrina Farrace</b>
5.	<p><b>Travel Plans</b></p> <p>Impetus to deliver on travel plans within the carbon reduction strategy is not as strong as first anticipated.</p> <p>However Bradford and Airedale TPCT have made a commitment and will need assistance to develop travel plans.</p> <p>The Travel Plan Network has developed a range of resources for travel planners and regularly run campaigns. Current campaign focuses on walking and cycling.</p> <p>There is also a current offer to subsidise greener driving training, details attached.</p> <p>Travel plans to be retained as a standard agenda item for members to raise queries, share information etc on travel planning for NHS.</p>	<b>Erica Ward</b>
6.	<p><b>LTP3</b></p> <p>Presentation attached detailing the engagement and development processes for LTP3. Potential opportunities for this group to engage at the strategic development level and or at the implementation plan development level.</p> <p>Whilst some specific issues/projects were discussed, it was recognised that his group has a role to play in identifying key strategic issues and influencing the development of LTP3.</p> <p>Andy Chymera to facilitate a discussion at the next meeting.</p>	

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	Briefing note (in plain English) to be circulated to the group in advance of next meeting to allow members time to formulate ideas.	<b>AC</b>
	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Future meetings to be moved to Wednesdays, details below.</li> <li>• Details were circulated of an event focusing on Community Transport and Health in Greater Manchester on 9 July. The event aims to: <ul style="list-style-type: none"> <li>○ illustrate the scale and professionalism of the CT sector</li> <li>○ identify some of the transport needs of the health sector</li> <li>○ highlight existing examples of joint working</li> <li>○ demonstrate and facilitate discussion about how CT can provide solutions</li> <li>○ identify further opportunities for joint work &amp; practical service delivery</li> </ul> </li> </ul> <p>The event is free, but by invitation only, further details available from Erica: <a href="mailto:erica.ward@wypte.gov.uk">erica.ward@wypte.gov.uk</a></p> <ul style="list-style-type: none"> <li>• Work is ongoing to develop local accessibility plans; working with five pilot areas in 2009/10 to identify the key local accessibility issues and suggest appropriate solutions which can be implemented. It is likely that access to health issues will be raised through this work. Further details at future meetings.</li> </ul>	
	<p><b>Next Meetings</b></p> <p><b>NB Future meetings will be held on Wednesdays , please amend your diaries:</b></p> <p><b>23 September 2009</b>, Room 404, Wellington House, Leeds</p> <p><b>03 February 2010</b>, Committee Room A, Wellington House, Leeds</p>	