

# MEETING NOTES

Subject:	<b>LTP ACCESSIBILITY PARTNERSHIP</b>	
Date of meeting:	Wednesday 11 July 2007, 14.00	
Location:	Metro, Wellington House, Leeds	
Present:	David Smith (Chair) Helen Thornton Rob Harrison Lisa Butland Kevin Westwood Liz Bailey Anne Craven Ann Sykes Steven Leigh Fiona Limb Peter Stubbs Dave Gilson Andrew Spittlehouse Clare Davies Peter Fryer Peter Godfrey John Henkel Steve Heckley (Secretary)	Association of West Yorkshire Authorities Bradford & Airedale Primary Care Trust Kirklees Primary Care Trust Leeds Primary Care Trust Leeds Teaching Hospital / Making Leeds Better Wakefield Primary Care Trust Learning and Skills Council Job Centre Plus Mid Yorkshire Chamber of Commerce & Industry Bradford Council (Transportation) Calderdale Council (Transportation) Leeds Council (Transportation) Wakefield Council (Transportation) West Yorkshire Rural Transport Partnership Government Office for Yorkshire & Humber Highways Agency Metro (WY Passenger Transport Executive) Metro (WY Passenger Transport Executive)
Also attending:	Simon Taylor Les Reason Yasim Raja Richard Hollinson	Kirklees Council (Transportation) Kirklees Council (Planning) Leeds Council (Planning) Wakefield Council (Planning)

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1	<p><b>Apologies for absence</b></p> <p>Apologies were received from:</p> <ul style="list-style-type: none"> <li>Nicky Hoyle, Bradford &amp; Airedale Primary Care Trust</li> <li>Martin Dean, Leeds Initiative LSP</li> <li>Ian Gallacher, Bradford Council</li> <li>Martin Hibbins, Calderdale Council</li> <li>James Devitt, Kirklees Council</li> <li>Jonathan Brown, Yorkshire Forward</li> <li>James Nutter, Yorkshire Forward</li> <li>Bob Anderson, Wakefield Council Transportation &amp; Highways</li> </ul>		
2	<p><b>Minutes of previous meeting</b></p> <ul style="list-style-type: none"> <li>Agreed</li> </ul>		
3	<p><b>Matters arising</b></p> <ul style="list-style-type: none"> <li><b>LTP website</b> - minutes of Accessibility Partnership meetings, contact details and powerpoint presentations are now posted on WYLTP website (<a href="http://www.wyltp.com">www.wyltp.com</a>), currently as a news item, in future to be under a separate Accessibility section</li> <li><b>Healthy Leeds Partnership Food Strategy</b> - Leeds CC investigating, to report to future Partnership meeting</li> <li><b>Reporting to LTP Member Steering Group (LTPSG)</b> – a report on progress delivering the LTP Accessibility Shared Priority is to be made to LTPSG in September 2007. The intention is that LTPSG receives regular cycle of progress reporting on all LTP Shared Priorities.</li> <li><b>GOYH attendance</b> – Peter Fryer is leaving GOYH and will no longer attend the</li> </ul>		DG

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	Partnership meetings. Peter provided details for GOYH education and health contacts – to be invited to future meetings <ul style="list-style-type: none"> <li>• <b>Accessibility research</b> – John Henkel distributed copies of PTEG Accessibility Best Practice document</li> </ul>		SH
4	<b>LTP Accessibility Strategy – update / discussion</b> A discussion of action plans at the March Partnership meeting (item 3, 01/03/07) revealed uncertainty on the part of LTP partners (District Councils and Metro) regarding what actions could be practically taken forward for delivery in action plans. A presentation by Steve Heckley identified the 7 strategy strands of the LTP Accessibility Strategy and known current activities under each strand by districts / Metro / partners. Discussion identified some gaps in our knowledge of activities. It was agreed: <ul style="list-style-type: none"> <li>• To circulate the presentation for further input</li> <li>• For the LTP partners (District Councils and Metro) to use the 7 strategy strands and the priority areas agreed at the 1 March meeting (- Health, Land Use Planning, FE, Employment, Older People and Food) as focus / input in the review and development of their individual Action Plans</li> <li>• District Councils and Metro to present action plans to next meeting of the partnership</li> </ul>		SH  Metro / District Councils
5	<b>Embedding Accessibility in Other Strategies</b>		
5a	<b>Land Use Planning</b> (and Local Development Frameworks, LDF) The main focus of this meeting was a presentation and discussion of work to integrate accessibility objectives into District Council strategic land use planning activities  A presentation by Richard Hollinson (Wakefield Council) introduced the LDF process and implications for Accessibility Planning. Key points: <ul style="list-style-type: none"> <li>• LDF are a set of documents setting out a Council's policy relating to the development of land. They are a more flexible process / document(s) than the Local Plan / Unitary Development Plan which they replace. The process is essentially the same in each District, but the details of supporting documents and the timetable will differ</li> <li>• LDF cover at least a 10 year time period</li> <li>• All LDF have a Core Strategy which identifies broad spatial objectives. This is key – a stakeholder's future investment in sites will have to be in conformity</li> <li>• In Wakefield, accessibility is a key consideration. The LDF seeks to:               <ul style="list-style-type: none"> <li>➢ identify lack of services/facilities – to support new provision</li> <li>➢ identify poor transport links – to support provision</li> <li>➢ identify inequalities (social and spatial)</li> <li>➢ reduce new development in less accessible areas</li> <li>➢ guide development to accessible areas</li> </ul> </li> <li>• Engagement and consultation is core to the LDF process. Stakeholder input on a range of issues and options leads to the identification of Preferred Options for consultation (followed by submission, examination in public and adoption).</li> </ul> A presentation by Simon Taylor (Kirklees Council) provided details on how Kirklees Council is developing their LDF. Simon identified use of Accession software in providing an evidence base. Kirklees has undertaken a comprehensive accessibility appraisal to identify inadequacies in service location and poor transport connections. This informs a settlement viability model for the identification of development hubs. Specific work is currently being undertaken in respect of PFI housing projects, Education provision (Building Schools for the Future project) and Dewsbury Housing market renewal.  Key points from discussion: <ul style="list-style-type: none"> <li>• District LDF officers require the early input of other organisation's plans, programmes and strategies. The LDF can / will in turn, give direction to stakeholder's future investment priorities. Stakeholders should get involved before the LDF process reaches the Preferred Options stage.</li> <li>• There are difficulties in addressing shopping within the LDF – locations can be identified but not detail of range of goods/services</li> <li>• Suggestion that LDF officers target specific organisation / sectors for involvement</li> <li>• Ann Craven (LSC) requested contact / input to Leeds LDF process in respect of changes to Leeds further education provision</li> </ul>		

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	<ul style="list-style-type: none"> <li>Helen Thornton identified need to engage with contractors delivering programme for new GP surgeries in Bradford</li> <li>General concern that a trend towards centralisation of services may make addressing accessibility more difficult. There is a need to recognise and deliver more innovative accessibility solutions e.g. to get services to people</li> </ul> <p>Presentations and Council LDF officer contact details to be posted on the LTP website.</p>		SH
<b>5b</b>	<p><b>Rural issues</b> Clare Davies reported:</p> <ul style="list-style-type: none"> <li>A Rural Roadshow seminar, 21 June, considered Mobile Service delivery (i.e. the taking of services to people). The event provided a first networking opportunity for rural and urban operators (including representatives of information services, youth services and a representative from each mobile library in West Yorkshire). The operators agreed to form a formal network to share best practice. Also to seek the setting up of a database and possible website for the matching of mobile services. WY Rural Transport Partnership has funding available for potential Mobile Service projects and expressions of interest were sought from the operators by 6th July. CD to report progress to a future meeting</li> <li>Yorkshire and Humber Assembly (YHA) has produced a "Rural access to Services Intervention Framework" identifying alternative / innovative solutions for accessing services, which would be of interest to both rural and urban groups. Available at the YHA website: <a href="http://www.yhassembly.gov.uk">www.yhassembly.gov.uk</a></li> </ul>		CD
<b>5c</b>	<p><b>Health sector</b> Steve Heckley reported on the set up for the forthcoming Health sub-group / workshop taking place on Wednesday 17 July at Wellington House. The workshop is a response to a request from Health Sector representatives at an earlier Partnership meeting. The workshop is intended to develop a better understanding of Transport &amp; Health contexts and the identification of practical opportunities to work together. Erica Ward (Metro) will report to the next Partnership meeting.</p>		EW
<b>6</b>	<p><b>MetroCommunity bus services</b> John Henkel to reported on the developing thought process in respect of delivering more appropriate local 'Community' bus services targeted at meeting unmet / more dispersed travel needs. Options could include use of the Metro 'My littleYellow Bus' (mini schools buses) in the off-peak or evenings for e.g. travel to doctors surgeries, non-town centre locations etc. Metro are currently investigating opportunities for a pilot project in Kirklees. Ideas for other potential pilot projects were invited. John Henkel also identified the provision of £500,000 in supplementary funding for additional tendered bus services, aimed at addressing shrinkage in the bus network with pilot services to be provided on a trial "use it or lose it" basis (- short term reviewable pilots). There are criteria to be satisfied in respect of impact on LTP targets, accessibility standards and benefits, bus patronage, modal shift, value for money. Contact John Henkel for further information.</p>		
<b>7.</b>	<p><b>Accessibility Action Plans</b> See item 4 above. District Councils and Metro agreed to update their individual Action Plans and report to the next (November 2007) Partnership meeting.</p>		Metro / District Councils
<b>8</b>	<p><b>Communications Strategy</b> A revised Communications Strategy has been produced by Kirklees Council, in response to comments provided at the March Partnership. Copies of the strategy were circulated. Consideration would need to be given to resourcing some of the activities - this could be potentially picked up in the Action Plans. Comments on the Communications strategy were requested to be provided to SH.</p>		all
<b>9</b>	<p><b>Next meeting</b> Wednesday 14 November 2007, 2pm at Metro (NB. The date has been amended from the previously agreed 7 November) This next meeting to feature a discussion of access to Further Education</p>		