

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

Subject:	ACCESSIBILITY PARTNERSHIP - HEALTH SUB-GROUP (workshop)	
Date of meeting:	Thursday 4 September 2008, 12.30	
Location:	Metro, Wellington House, Leeds	
Present:	Marjorie Tindale	Airedale Hospital
	Roger Pollard	Airedale Hospital
	Helen Thornton	Bradford & Airedale Primary Care Trust
	Fiona Limb	Bradford Council (Transportation)
	John Sidebottom	Bradford Teaching Hospitals
	Paul Jones	Community Transport Calderdale
	Peter Stubbs	Calderdale Council (Transportation)
	Louise Stewart	Leeds Council (Transportation)
	Adam Huszcza	Leeds PCT
	Kevin Westwood	Leeds Teaching Hospital / MLB
	Bob Bilton	Leeds Teaching Hospitals
	Clare Davies	Metro
	Neale Wallace	Metro
	Steve Heckley	Metro
	Tom Gayton	Metro
	Erica Ward	Metro
	Ian Goldthorpe	Wakefield Council
Apologies:	Ian Hinitt	Bradford Hospitals Trust
	Janine Waters	Yorkshire Ambulance Service
	Iain Brodie	Mid Yorkshire Hospitals
	Liz Bailey	Wakefield PCT
	Sue Scholefield	Calderdale & Huddersfield NHS Trust
	Sue Sheard	Leeds PFT
	Victoria Betton	Leeds PFT
	Rob Dimsdale	Leeds PCT
	Rob Harrison	Kirklees Primary Care Trust

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	<p>Pre-Meeting Demonstration of Multi Stop Your Next Bus Displays</p> <p>There was a demonstration of the new Your Next Bus display software/screens which enables real time information to be displayed on one screen for a number of bus stops. It is anticipated that these displays will be used in key public areas such as hospital foyers, shopping centres etc.</p> <p>The system is a new development and will be tested over the coming months, after which it should be ready for wider use.</p> <p>The following issues were queried:</p> <ul style="list-style-type: none"> • Licensing issues for display of maps on the screens • Cookie distribution • Possibility of increasing the number of stops displayed on the screen <p>These issues will be investigated and flagged up during the testing period. Partners will be kept informed of progress in developing this project.</p>	
1.	<p>Minutes of previous meeting</p> <p>Minutes of the meeting of 24.04.08 were agreed.</p>	

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2.	Matters arising: Contact not yet made with Wigan PCT re health trainers/travel training; feedback at a future meeting.		Liz Bailey
3.	<p>Hospitals Access Audits</p> <p>There was a presentation on the recent accessibility audits undertaken by Tom Gayton and Paul Atherton at 13 hospital sites across West Yorkshire.</p> <p>NW thanked Tom and Paul for all their hard work undertaking the audits and producing the final report.</p> <p>The report has been structured so that each trust can extract relevant chapters, rather than reading the entire report. It will be circulated on disc to each of the Hospital Trusts within the next week.</p> <p>Relevant chapters of the report need to be reviewed and checked by each Trust; it was recognised that there may be some adjustments required.</p> <p>Meetings with each trust and districts to be arranged within the next month, to discuss recommendations and develop action plans.</p> <p>It was suggested that action plans should be in place by November in order to feed into budget meetings in Dec/Jan.</p> <p><u>Action Plans</u></p> <p>Key issues for action plans to address include:</p> <ul style="list-style-type: none"> • A clear understanding and consensus on what we are trying to achieve • How progress will be measured (on a site by site basis or against a baseline?) <p>It was suggested that it would be useful to develop a baseline and build in some qualitative assessment, with before/after public surveys.</p> <p>There may be an opportunity to incorporate additional questions in patient surveys; RP to investigate</p>		<p>Erica Ward</p> <p>All Hospital Trusts</p> <p>Erica Ward/Clare Davies</p> <p>Roger Pollard</p>
4.	Leeds City Region Review of Transport Governance There was a presentation on progress on the review of Transport Governance.		
5.	<p>West Yorkshire Travel to Health Information Strategy</p> <p>Peter Warman has submitted a final, lengthy strategy. The extensive recommendations include some improvements to existing provision, as well as new initiatives. There are recommendations for Hospital Trusts, PCTs, Metro, and others, which PW has prioritised, with suggested timescales.</p> <p>It was agreed that the list needs to be discussed in more detail with each trust, and should be re-prioritised based on realistic deliverables for each partner.</p> <p>For hospital trusts, the action plan can be incorporated into the accessibility audit action plans.</p> <p>It was agreed that Metro should develop a baseline for the services and products we offer to the health sector e.g. all bus stops adjacent to hospitals should have travel information/seating etc.</p>		Erica Ward

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6.	<p>LTP Mid Term Progress Report – Delivering Accessibility</p> <p>Steve Heckley gave an overview of the Mid-term review of LTP delivery, focusing on progress to date in delivering accessibility, including a SWOT analysis. A copy of the presentation and the SWOT is attached.</p> <p>It was queried how useful Accession mapping has been in terms of location decisions for Primary Health Care facilities.</p> <p>HT stated that Bradford PCT can provide examples of where Accession has informed these decisions, and these could be used in the LTP mid term progress report.</p>	<p>Helen Thornton</p>
7.	<p>Discussion session:</p> <p>Future delivery of accessibility and role of the health sub group</p> <p>The NHS Sustainable development Strategy – Saving Carbon, Improving Health, is currently out for consultation. The strategy states that all NHS trusts should have a Board approved, trust-wide, sustainable travel plan in place by 2010. Trusts will have to produce annual progress reports to the Board. It was suggested this is one area that the Health sub group could focus on in future, particularly around sharing best practice.</p> <p>NHS Trusts would particularly welcome some direction on the process for developing corporate wide travel plans, with details of what support Metro and District authorities can offer.</p> <p>Although the wider accessibility partnership has terms of reference, the health sub group does not currently have one. TOR to be drafted and sent out for comments.</p> <p>The Accessibility Partnership TOR is available on the WYLTP web site: http://www.wyltp.com/NR/rdonlyres/9FDBC0BB-A9A4-426E-AB39-06657A6D8D75/0/AccessibilityPartnershipTOR.pdf</p> <p>It was noted that the meeting had had little input from health sector partners, but was agreed that this hadn't always been the case in previous meetings.</p> <p>It was stressed that although Metro provides a secretariat role for the partnership, there is a desire for all partners to take a more active role in shaping the agenda, developing, owning and delivering the action plan.</p> <p>Actions for future meetings:</p> <ul style="list-style-type: none"> • Members to suggest agenda items • Members to take a more active role in leading discussions • Rotating chair <p>Any suggestions for future agenda/discussion items, and offers to chair the next meeting to be sent to Erica Ward by 28 November : erica.ward@wypte.gov.uk</p> <p>RP suggested that chief execs of each NHS Trust be informed of the work of the Health Sub Group, and be provided details of their organisations representative/s on the group.</p> <p>Future Focus</p> <ul style="list-style-type: none"> • Action plan to be developed, to include: <ul style="list-style-type: none"> ○ Delivery of access audit and information strategy action plans ○ NHS Travel Plans • Need to focus on realistic deliverables • Greater understanding required of the LAA process and potential synergies with the Accessibility Planning agenda <p>It was suggested that the SWOT analysis be amended to include the new requirement for NHS Trust travel plans as an opportunity.</p>	<p>Erica Ward</p> <p>ALL</p> <p>Erica Ward</p> <p>Steve Heckley</p>

