

MEETING NOTES

Subject:	LTP ACCESSIBILITY PARTNERSHIP	
Date of meeting:	Tuesday 14 November 2006, 14.00	
Location:	Metro, Wellington House, Leeds	
Present:	David Smith (Chair) Nicky Hoyle Greg Fell Lisa Butland Jo Harcombe Kevin Westwood Ann Sykes Steven Leigh Ian Gallagher Martin Hibbins Dave Gilson Bob Anderson Jonathan Brown Peter Fryer Peter Godfrey John Henkel Steve Heckley (Secretary)	Calderdale Forward LSP Bradford & Airedale Primary Care Trust Kirklees Primary Care Trust Leeds Primary Care Trust Wakefield Primary Care Trust Leeds Teaching Hospital / Making Leeds Better Job Centre Plus (West Yorkshire) Mid Yorkshire Chamber of Commerce & Industry Bradford Council Calderdale Council Leeds Council Wakefield Council Yorkshire Forward Government Office for Yorkshire & Humber Highways Agency Metro (WY Passenger Transport Executive) Metro (WY Passenger Transport Executive)
Also attending:	Fiona Limb Joanne Waddington Erica Ward	Bradford Council Kirklees Council Metro

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1	Apologies for absence Apologies were received from: <ul style="list-style-type: none"> Liz Kershaw, Bradford & Airedale Primary Care Trust Siobhan Barton, Head of Policy & Planning, Mid Yorkshire Chamber of Commerce & Industry Martin Dean, Senior Programme Manager, Leeds Initiative LSP James Devitt, Strategy & Development Unit Manager, Kirklees Council (- representative for both Kirklees Council and Kirklees Local Strategic Partnership) 		
2	Terms of Reference (TOR) David Smith (Chair) introduced draft TOR for the Accessibility Partnership. The overall aims of the Partnership were identified as: <ul style="list-style-type: none"> Facilitating understanding of the accessibility agenda Securing buy-in and commitment to delivery from organisations with a responsibility to address social exclusion and accessibility Providing steer to aid delivery of the West Yorkshire Local Transport Plan Discussion of the TOR was deferred to item 6		
3	Introduction to Accessibility Planning & the Local Transport Plan A presentation by Steve Heckley addressing: <ul style="list-style-type: none"> The background to accessibility planning (- Government Social Exclusion Unit) The policy context and role of the DfT & local transport authorities in delivery The role of other sectors (- Government guidance. See: www.dft.gov.uk) Accessibility mapping tools (- Accession & GIS) West Yorkshire Local Transport Plan2, 2006-2011 (WYLTP2) 		

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	<ul style="list-style-type: none"> WYLTP2 Accessibility Strategy, Target, Action Plan and partnership proposals <p>The powerpoint presentation will be made available on the WYLTP website.</p> <p>WYLTP2 can be accessed at: www.wyltp.com/WYLTPHome.htm</p> <p>The Accessibility Strategy & Action Plan are contained in full within WYLTP2 Appendices (Appendix C).</p> <p>Proposals for the Accessibility Partnership identified:</p> <ul style="list-style-type: none"> The Chair to be David Smith (Director of Calderdale Forward, Local Strategic Partnership) Membership to include senior managers from organisations, encompassing: <ul style="list-style-type: none"> 5 West Yorkshire local authorities & Metro 5 West Yorkshire Local Strategic Partnerships Representatives from Health, Education, Employment sectors Other key organisations (GOYH, HA, etc) Other members of the Partnership could be agreed and invited to participate Meeting 3 times per year Reporting to the LTP Member Steering Group (- comprising Lead Members from each of the districts with the Transport portfolio) Metro to provide a secretariat role (- Steve Heckley) <p>The proposals were agreed.</p>		SH
4	<p>West Yorkshire LTP Accessibility Strategy & Action Plan</p> <p>A roundtable discussion identified:</p> <ul style="list-style-type: none"> Agreement to the approach & key challenges, issues & priorities identified A need to develop the Strategy and Actions further Consensus supporting development of more detailed, local action plans with appropriate targets for actions (either output or outcome) Emphasis placed on developing dialogue with partners & stakeholders, underpinned by a Communications Strategy A suggestion for more sophisticated targets / indicators i.e. access to Hospitals requires clearer definition of what constitutes a 'Hospital' or hospital services. The same applies to any other targets / indicators adopted in local action planning (e.g. the Education sector raises problems of definition) Improving access to (low cost, healthy) food was identified as an important activity by Health representatives with a need to identify appropriate organisations for contact & representation on the Partnership Discussion of whether to address accessibility by car and car parking issues. It was identified that travel by private vehicles is being addressed through other LTP strands and the principal focus of Accessibility work should be disadvantaged individuals & communities, predominately without access to private vehicles - the Partnership will nevertheless address issues regarding car travel when/where appropriate. A request to share contact details of people / organisations involved in accessibility, with a request for a list of activities, those responsible plus contact details to be posted on the WLTP website. 		SH KW / SH
5	<p>Area based actions – update on progress, key issues & drivers</p> <p>A presentation by SH on progress in delivering Year 1 actions, followed by Joanne Waddington (Kirklees Council) describing case studies delivering accessibility projects in Kirklees. Progress has been mixed, but is encouraging.</p> <p>The powerpoint presentations to be made available on the WYLTP website.</p>		SH
6	<p>Emerging challenges, solutions & partnership working</p> <p>A roundtable discussion identified:</p> <ul style="list-style-type: none"> Agreement to the TOR broadly as recommended, with some amendments to: <ul style="list-style-type: none"> Identify role for local action plans that apportion responsibilities Emphasise the importance of liaison in identifying need and prioritising actions Consider resource issues Recognise limitations in achievability / deliverability of actions <p>The TOR to be amended & circulated for agreement.</p>		SH

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	<ul style="list-style-type: none"> • The reconfiguration of Hospital services is a key political / public concern, but focus should also encompass primary care services, with a request for a Health sub-group to be set up collecting Hospital & PCT representatives • The Food sector was identified as a high priority but difficult to engage with • Government policy (e.g. choice agenda in Health sector and specialisations in Education) may pull in different directions to Accessibility objectives • A challenge exists in securing senior management buy-in in all sectors • A need for stronger Government steer at national & regional level to give impetus to accessibility agenda. Health representatives suggested a GOYH rep with a Health remit. A similar request applies to GOYH representation in respect of Education / Children's and Young Peoples services. • A need for accountability in delivery with a request for local action plans • A desire to develop more explicit accessibility linkages with Local Strategic Partnerships in each of the districts • Community Transport offers potential accessibility solutions with a request to invite a West Yorkshire Community Transport Forum representative to participate in the Partnership • David Smith will commence a new job early in 2007 with the Association of West Yorkshire Authorities. It was agreed that David continue as Chair, subject to agreement with his new employers • Bradford and Wakefield Councils suggested that district Highway Authorities are limited in their influence and reliant on partners to help deliver accessibility improvements. Bradford Council suggested that Accessibility Partnership meetings might in future be timed to coincide with districts determining their LTP capital programmes (i.e. December/January) – to provide an input 		<p>PF</p> <p>DS</p>
7	Next steps		
	<ul style="list-style-type: none"> • Notes of this meeting to be posted on the WYLTP website • TOR amendments to be circulated for approval • David Smith to agree continuation as Chair with new employers • Next Partnership meeting to be arranged for mid / late Feb 2007 • District Council reps to provide short progress report to next meeting • Set up a Health sub-group to meet early in 2007. Metro to facilitate. • Greg Fell to identify an appropriate Strategic Health Authority contact • Invite West Yorkshire Community Transport Forum to future meetings • Identify appropriate GOYH Health & Education representation • Identify and invite 'food' sector representation • Progress quick-wins in Health sector i.e. utilisation of public transport information in providing Hospital appointments. Item for Feb 2007 Partnership meeting 		<p>SH</p> <p>SH</p> <p>DS</p> <p>SH</p> <p>Districts</p> <p>SH</p> <p>GF</p> <p>SH</p> <p>PF / SH</p> <p>SH</p> <p>Health</p>
8.	Next meeting		
	February 2007 (to be arranged)		SH