

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

Subject:	LTP ACCESSIBILITY PARTNERSHIP	
Date of meeting:	Thursday 3 July 2008, 14.00	
Location:	Metro, Wellington House, Leeds	
Present:	David Smith (Chair)	Association of West Yorkshire Authorities
	Fiona Limb	Bradford Council (Transportation)
	Ian Gallacher	Bradford Council (Transportation)
	Paul Jones	Community Transport Calderdale
	Peter Stubbs	Calderdale Council (Transportation)
	Peter Godfrey	Highways Agency
	Anne Sykes	JobCentre Plus
	Anne Craven	Learning and Skills Council
	Kevin Westwood	Leeds Teaching Hospital / Making Leeds Better
	Erica Ward	Metro (WY Passenger Transport Executive)
	John Henkel	Metro (WY Passenger Transport Executive)
	Neale Wallace	Metro (WY Passenger Transport Executive)
	Steve Heckley	Metro (WY Passenger Transport Executive)
	Ian Goldthorpe	Wakefield Council (Transportation)
	Clare Davies	West Yorkshire Rural Transport Partnership / Metro
	James Nutter	Yorkshire Forward
Also attending:	Helene Vergerau	Atkins

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	<p>Apologies for absence Apologies were received from:</p> <ul style="list-style-type: none"> • Helen Thornton, Bradford & Airedale Primary Care Trust • Nicky Hoyle, Bradford & Airedale Primary Care Trust • Liz Bailey, Wakefield Primary Care Trust • Steven Leigh, Mid Yorkshire Chamber of Commerce & Industry • Jonathan Brown, Yorkshire Forward • Andrew Hall, Leeds Council (Transportation) • Mark Duggleby, Government Office for Yorkshire & Humber • Keith Bloomfield, Wakefield Council (Transportation) <p>1 Minutes of previous meeting</p> <ul style="list-style-type: none"> • Agreed, with one amendment: Item 5 should read “The priority focus is on the 16-19 age group.” <p>2 Matters arising</p> <ul style="list-style-type: none"> • Metro Community bus services The new MetroLocal bus services in Kirklees are progressing well. • Item 3.2 Health Sub-Group The health sub group met for the third time in April. The group has proved a useful forum for sharing best practice, and is currently looking at two key work areas: <ul style="list-style-type: none"> ➤ West Yorkshire Travel to Health Information Strategy. A consultant has been doing some work on this, and his report will be discussed at the next meeting of the Health Sub Group in September. ➤ Accessibility audit of 13 hospitals across West Yorkshire. The audit aims to gather information on public transport and physical accessibility issues to inform shared actions for delivery by the hospitals, Metro and districts 		

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•	<p>Item 3.4 Community Transport Audit Clare Davies gave an update. The first "Communities on the Move" steering group meeting will take place on 24th July. The steering group includes the Community Transport Association, Metro and a number of CT organisations. The aim of the project is to develop the capacity and effectiveness of community-based transport organisations in West Yorkshire. Further information will be provided at the next meeting.</p>		
•	<p>Item 4 Local Area Agreements Steve Heckley gave an update. Local Authorities are required to negotiate with Government up to 35 statutory LAA targets as part of a single new performance management regime commencing in June 2008, running to 2011. The National Indicator Set (NIS) contained 198 indicators for authorities to choose from. 10 indicators specifically related to transport with 2 specifically relating to accessibility. The chosen LAA targets will prioritise actions and be performance managed. LAA targets were required to agreed with Government Office by end of May 2008 prior to formal sign-off with CLG by the end of June 2008.</p> <p>None of the districts have chosen the 2 accessibility indicators as a priority LAA target. These indicators will however still be monitored. There will be an annual review/re-refresh of LAA targets and indicators. Poor performance on indicators may prompt a re-think on priority targets.</p> <p>Districts were also able to identify supplementary local targets (that did not require Government approval). Encouragingly Wakefield and Kirklees have identified local accessibility targets. Wakefield selected "Access to services and facilities by public transport, walking and cycling indicator" (NI175) as a local target and Kirklees selected a local target in respect of local/community based bus services.</p>		
•	<p>Item 5 Changes to FE colleges Metro and the LSC organised an event for FE colleges in May. The event was well attended and provoked useful discussions around accessibility planning and the use of mapping to inform location decisions, as well as highlighting issues such as information and ticketing. Some follow up work with colleges has already started, and the LSC will continue to encourage FE colleges to consider accessibility issues.</p>		
3	MAA Update		
3.1	<p>John Henkel provided a brief update on the Multi Area Agreement (MAA). The MAA is focused on skills and transport. The transport element involves developing a 10-15 year transport strategy for the city region.</p> <p>There was some discussion on implications of the transport MAA for accessibility. It was suggested that the MAA will tie partners more closely together to develop a transport strategy and this could include accessibility. It was also felt that the MAA will give more flexibility.</p>		

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4	<p>Leeds City Region Review of Transport Governance Helene Vergereau gave a presentation (attached) on the review of transport governance in the Leeds City Region. Atkins is undertaking a phased approach to consultation with stakeholders, the current phase focusing on a range of possible governance options. The next phase, in September, will present stakeholders with a preferred option and seek feedback. The final report is due in December.</p> <p>Helene can be contacted directly for further information or to provide feedback on the proposed options:</p>		<p>EW to supply contact details</p>
5	<p>LTP Mid Term Progress Report – Delivering Accessibility 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 is attached.</p>		
6	<p>Group Discussion: Future delivery of accessibility and role of the accessibility partnership.</p> <p>The SWOT was discussed and agreed as an accurate picture, with the following suggested amends:</p> <p>The following additional weaknesses were identified:</p> <ul style="list-style-type: none"> • Lack of real market research • Lack of focus resulting in a lack of ownership amongst partners <p>The following additional opportunities were identified</p> <ul style="list-style-type: none"> • Technology • Locality focus and working in the districts • Local transport bill; well being powers to fund accessibility priorities <p>The following additional threat was identified</p> <ul style="list-style-type: none"> • Change in economic conditions <p>Role of the Partnership</p> <p>The Terms of Reference for the Partnership has five key objectives:</p> <ol style="list-style-type: none"> 1. Champion the principle of accessibility planning, informing the design and delivery of a range of services in West Yorkshire 2. Ensure synergy between the organisations represented on the Partnership in the design and delivery of services 3. Scrutinise and ensure the implementation of the West Yorkshire Accessibility Strategy and Accessibility Action Plan 4. Identify accessibility issues and priorities to feed into the development of future Accessibility Action Plans 5. Provide input and steer to the West Yorkshire Local Transport Plan members steering group in the setting of, and delivery against, Accessibility targets <p>It was recognised that the Partnership has a key role to play in sharing best practice, and developing practical examples of what's been achieved, and that this should be reflected in the Terms of Reference.</p> <p>It was suggested that to date not enough work has been done to:</p> <ul style="list-style-type: none"> • identify issues and priorities to feed into future Action Plans (point 4 of 		<p>SH to amend SWOT</p>
			<p>EW to update TOR</p>

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	<p>the ToR),</p> <ul style="list-style-type: none"> • scrutinise overall delivery of accessibility (point 3). <p>Effective relationship between the partnership and LTP structures to be explored through the LTP progress report.</p> <p>Work To Date</p> <p>There was consensus that the approach to date, i.e. a strategic focus on health and FE, should continue.</p> <p>However it was felt that there is a lack of understanding of the accessibility picture across West Yorkshire; do we know what the big issues are? There is a lack of evidence base and market intelligence to inform the local accessibility planning agenda.</p> <p>Additionally, the approach to date, in terms of the LTP accessibility target, has been outcome focused, addressing a global standard in terms of access to hospitals.</p> <p>It was acknowledged that the Accession mapping tool is very useful, although in many cases in West Yorkshire the outputs are not helpful in understanding the real picture of accessibility. For example accession outputs on access to employment show almost 100% accessibility.</p> <p>Comments were made that the work of the partnership in the last year has significantly raised the profile of transport within the LSC and has resulted in a better ability to influence colleges in this area.</p> <p>The recent workshop with FE colleges was seen as a successful model for engaging with partners to identify issues and opportunities for future working.</p> <p>Future Work Plan</p> <p>It was suggested that a future focus for accessibility planning should consider more local issues and include outputs as well as outcomes e.g. a small number of locally based projects.</p> <p>It would be helpful; if the partnership had greater influence or input into partners' LTP and wider programmes.</p> <p>It was agreed that the Action Plan should be updated to reflect key local accessibility issues, with partners collectively agreeing to specific actions and the Partnership taking a stronger role in scrutinising delivery.</p> <p>The action plan must have explicit objectives, owners and accountability – this is a key area that needs to be strengthened.</p> <p>The Partnership also needs to give careful thought to how we evaluate what we do.</p> <p>Key Points</p> <ol style="list-style-type: none"> 1. Continue to work with the Health and Education sectors long term 2. Develop a more proactive approach to understanding and delivering accessibility issues at the local level. Possible mechanisms: <ol style="list-style-type: none"> a. Look at local agreements and community strategies etc and pull out priorities with links to accessibility b. Use the next few partnership meetings to focus on specific districts and identify key local issues c. Engage with locality managers 		

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	<p>3. Consider using the recent Further Education workshop as a model for hosting other sector specific events to identify accessibility issues and possible actions. Community Transport was identified as a possible workshop theme.</p> <p>Actions</p> <p>Next meeting to focus on refreshing the Action Plan. All partners to consider fit with their sector/organisational objectives and further work of accessibility partnership.</p> <p>Metro to develop a template before the next meeting.</p> <p>Next meetings:</p> <p>Friday 10th October 10am-12pm</p> <p>Thursday 12th February 2pm-4pm</p> <p>Both in Committee Room A, Wellington House, Leeds.</p>		