

**AT A MEETING OF THE LOCAL TRANSPORT PLAN STEERING GROUP
HELD AT WELLINGTON HOUSE, LEEDS
ON MONDAY 17 NOVEMBER 2008**

PRESENT:	Councillor R Downes (Chair)		
	Councillor A Hawkesworth	-	Bradford MC (to minute 19)
	Councillor D Hall	-	Kirklees MC
	Councillor S Andrew	-	Leeds CC
	Councillor D Dagger	-	Wakefield MDC
	Councillor C Greaves	-	WYPTA
	Councillor G Phelps	-	WYPTA (from minute 18)
Officers in Attendance:	J Blackburn	-	Bradford MC
	N Pickles	-	Calderdale MBC
	S Taylor	-	Kirklees MC
	R Hadfield	-	Kirklees MC
	A Hall	-	Leeds CC
	D Hoggarth	-	Metro
	J English	-	Metro
	S Heckley	-	Metro
	R Chaplin	-	WYPTA

16. DECLARATIONS OF INTEREST

There were no personal or prejudicial interests declared by Members at the meeting.

17. MINUTES

Further to minute 13, Yorkshire and Humber Regional Funding Allocation, it was reported that further work had been undertaken regarding the submissions matrix of prioritised schemes for the Leeds City Region and detailed discussions had been held with local authority partners.

Further to minute 15, Transport Governance Review, Councillor Hawkesworth requested that resolution (b) be amended to read "That those present unanimously reject". The Steering Group agreed to record this request from Councillor Hawkesworth in the minutes but that the original resolution would still stand.

RESOLVED - That the minutes of the meeting held on 18 September 2008 be approved.

18. LTP PROGRESS REPORT 2008

The Steering Group considered a report which provided an update on the 2008 LTP2 Progress Report and its key findings.

The Steering Group were advised that the Progress Report had been built around a number of SWOT analyses (strengths, weaknesses, opportunities and threats) and target tables. Members were given a presentation which detailed the analyses together with a summary of delivery highlights and action plans for accessibility, congestion, air quality, safer roads and asset management. It was noted that the SWOT process had enabled a number of areas of concern to be identified and some areas highlighted in the action plans required further work. These included the bus accessibility, punctuality and patronage targets and the implementation of the Performance Management Framework across the Partnership.

Members were given the opportunity to review and comment on the draft version which was attached to the submitted report. It was requested that a progress report regarding those targets causing concern be prepared for the next meeting of the Steering Group and that this should highlight areas where specific actions need to be taken.

It was noted that the final version of the Progress Report would be considered by the Steering Group at its meeting to be held on 8 December 2008 prior to submission to Government Office for Yorkshire and Humber (GOYH) by 31 December 2008.

RESOLVED –

- (a)** That the report and remainder of the timetable for completing the reporting process be noted.
- (b)** That a progress report be prepared for the next meeting of the Steering Group.

19. TRANSPORT GOVERNANCE REVIEW

The Steering Group considered a report which provided an opportunity for members to discuss the implications for the West Yorkshire Local Transport Plan (LTP) following the publication of Atkins' proposals for transport governance in West Yorkshire and the wider City Region.

It was reported that Atkins had recently completed the final round of engagement sessions with city region partners and stakeholders and produced the Stage III Final Report Recommendations.

Members were given a presentation which highlighted the implications for the planning and delivery of the West Yorkshire LTP at a District, West Yorkshire and City Region level. However, it was recognised that because the Atkins report had only just been published, it was suggested that a report be prepared for the Steering Group once further details and emerging issues were known.

RESOLVED - That a further report be prepared for the next meeting of the Steering Group on the implications of the Atkins' proposals for the Local Transport Plan.