

**AT A MEETING OF THE LOCAL TRANSPORT PLAN STEERING GROUP
HELD AT WELLINGTON HOUSE, LEEDS
ON MONDAY 27 APRIL 2009**

PRESENT: Councillor R Downes (Chair)

Councillor A Hawkesworth	-	Bradford MC
Councillor K Watson	-	Calderdale MC
Councillor D Sheard	-	Kirklees MC (to minute 51)
Councillor S Andrew	-	Leeds CC
Councillor D Dagger	-	Wakefield MDC
Councillor C Greaves	-	WYITA
Councillor P McBride	-	WYITA (to minute 51)
Councillor T Swift	-	WYITA

Officers in Attendance:	J Blackburn	-	Bradford MC
	S Thornton	-	Bradford MC
	N Pickles	-	Calderdale MC
	S Taylor	-	Kirklees MC
	A Hall	-	Leeds CC
	D Cherry	-	Leeds CC
	K Bloomfield	-	Wakefield MDC
	D Hoggarth	-	Metro
	J English	-	Metro
	A Chymera	-	Metro
	R Chaplin	-	WYITA

46. APOLOGIES

Apologies for absence were received from Councillor G Phelps (WYITA).

47. DECLARATIONS OF INTEREST

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

48. MINUTES

Further to minute 45, Draft Guidance for Local Transport Plan 3, it was reported that the West Yorkshire LTP partnership's response to the consultation had been sent to the Department for Transport and a copy was circulated at the meeting.

RESOLVED - That the minutes of the meeting held on 16 March 2009 be approved.

49. LOCAL TRANSPORT PLAN RFA FUNDING UPLIFT

The Steering Group considered a report advising of a change in the basis on which the RFA funded LTP uplift would be paid by the Department for Transport (DfT). The report also sought the Steering Group's endorsement to seek approval from the Association of West Yorkshire Authorities (AWYA) for the allocation of the RFA funded LTP uplift for 2009/10 and 2010/11.

Members were informed that the basis for the LTP uplift would be changed from a three year to a two year allocation. No payment would be made in 2008/09 although the overall value had slightly increased to £35.255m.

It was noted that the Steering Group had previously approved the anticipated LTP Uplift Allocations for 2008/09 and these were detailed in Appendix 1 to the submitted report. It was recommended that the DfT be advised that the allocation for 2009/10 should reflect that decision, and that the £10.983m should be directed to the WYLTP partners as detailed in Table 1 of the submitted report.

The Steering Group noted the proposed West Yorkshire Strategic Programme of Schemes outlined in Table 2 of the submitted report which had been agreed by the WYLTP Partnership. The programme would be regularly monitored and quarterly progress reports prepared for meetings of the Steering Group as part of the performance management process. It was proposed that the Steering Group manage the funding allocations across the strategic schemes and partners would be able to draw on the funding from the ITA quarterly in arrears.

RESOLVED -

- (a)** That £10.983m of LTP Uplift Funding for direct allocation to partners in 2009/10 as set out in Table 1 of the submitted report be endorsed and approval be sought from AWYA and the DfT advised accordingly.
- (b)** That £24.272m of LTP Uplift Funding for allocation to the ITA in 2009/10 – 2010/11 and prioritised for the West Yorkshire Strategic Programme of Schemes as set out in Table 2 of the submitted report as maximum allocations be endorsed and approval be sought from AWYA and the DfT advised accordingly.
- (c)** That the funding allocations across the West Yorkshire Strategic Programme of Schemes as set out in Table 2 of the submitted report be managed by the Steering Group and regular quarterly monitoring reports be submitted for consideration.
- (d)** That the West Yorkshire Strategic Programme of Schemes as set out in Table 2 of the submitted report has for first call on further LTP3 funds when they become available in 2011/12 and that endorsement be sought from AWYA.

50. CONGESTION TARGET UPDATE AND PERFORMANCE FUND PROPOSALS

The Steering Group considered a report which provided an update on the revisions to the congestion target data and the methodology used to calculate the congestion indicator. The report also sought approval to fund proposals from the Congestion Performance Fund to support continued improvements in person journey times on the identified congestion routes in West Yorkshire.

It was reported that the DfT had made revisions to the data and methodology used to calculate the person journey time per mile indicator. As a result of the changes the baseline, target and trajectory values had been recalculated and details of the revisions were outlined in Appendix 1 to the submitted report. Concern was expressed by members about the robustness and accuracy of the data used by the DfT. It was noted that the revised data had been checked and agreed by Local Authorities and the targets and performance for the person journey time indicator profiles were outlined in Table 1 of the submitted report. Further details regarding the new calculations would be circulated to members.

With regard to the Congestion Performance Fund allocation, it was reported that the overall 2009/10 programme was worth £1,661,500. Members noted the proposed measures to be implemented in 2009/10 which were outlined in Table 2 of the submitted report and the specific schemes identified in Appendix 2. It was noted that £240,000 had been allocated for travel planning and comment was made that each authority should ensure that corporate travel plans were promoted for their own staff, so that other large organisations could be encouraged to implement them also. Members were updated on progress regarding the introduction of corporate travel plans at each District Council.

The Steering Group discussed innovative measures to assist in reducing congestion in the morning peak. These included flexible working hours, home working, car sharing schemes, 'hot-desking' etc and members were also informed of a Chamber of Commerce study being undertaken into amended shop opening times.

Progress on the implementation of the programme would be reported to future meetings of the Steering Group.

RESOLVED -

- (a) That the revised target and trajectory for the West Yorkshire weighted person journey time indicator shown in Table 1 of the submitted report be adopted for Local Transport Plan and Local Area Agreement purposes.
- (b) That the £1,661,500 of Congestion Target Delivery measures in 2009/10 as set out in Table 2 of the submitted report be approved and

funding drawn down from the ITA by partners when the measures were implemented.

51. LOCAL TRANSPORT PLAN (LTP) PERFORMANCE MANAGEMENT

The Steering Group considered a report which provided an update on the Performance Management process for the LTP and on progress in implementing the bus priority programmes.

Members were advised that regular performance updates would continue to be made on a quarterly basis to the Steering Group. These would include updates on the Shared Priority areas as well as the delivery of bus priority programmes.

It was noted that LTP partners had previously presented their draft programmes for bus priority measures for 2009/10 and 2010/11 which were subject to capital plan approval processes within their own authorities. Members were given a presentation on the current position and welcomed the progress with the development of each District's bus priority programmes. The programmes were ambitious and showed commitment and it was asked that bus operators be made aware of the high level of investment being made to bus priority measures. Although there were some risks, the programmes would be closely monitored and progress reported to future meetings.

RESOLVED -

- (a)** That the report be noted.
- (b)** That the presentation on the development of District bus priority programmes be noted.

52. UPDATE ON AIR QUALITY ISSUES

The Steering Group considered a report on progress made towards the delivery of the Air Quality Shared Priority since the completion of the mid term Progress Report and the Air Quality Update in December 2008.

It was noted that all district authorities had declared Air Quality Management Areas (AQMAs) and Areas of concern (AoCs) with a total of 28 AQMAs and 35 AoCs being established across West Yorkshire. These were typically located close to congested or heavily trafficked sections of the road network and were highlighted on a map attached at Appendix B to the submitted report.

Members were advised that each District had to develop an Air Quality Action Plan (AQAP) within 12 months of declaring an AQMA and the progress of each district's AQMA and AQAP was summarised in Appendix A to the submitted report.

It was reported that Kirklees and Leeds were promoting the use of low carbon vehicle technologies; Kirklees was trialling a refuse collection van which operated on green electricity, generated from their 'Waste to Energy' plant and Leeds were to trial the use of 2 refuse collection vehicles and a van using bio-methane.

Progress would be reported to future meetings of the Steering Group.

RESOLVED - That the report be noted.

53. SAFER ROADS PARTNERSHIP

The Steering Group considered a report which provided an update of progress made by the West Yorkshire Safer Roads Partnership. The report also sought approval for criteria for the installation of fixed and mobile safety cameras from May 2009.

Members were updated on several issues including the establishment of District Steering Groups, improvements to communications introduced by the Safety Camera Partnership, proposals to develop increased enforcement activity and referrals to speed awareness courses.

With regard to the West Yorkshire Guidelines for 2009/10, it was reported that further evaluation had been made of existing and potential safety camera sites in West Yorkshire and further change was proposed to the existing guidelines. The proposed criteria for the installation of fixed and mobile safety cameras was outlined in Appendix 1 to the submitted report.

Members discussed the proposals to increase enforcement activity and to enforce offences other than speeding (eg. non-wearing of seat belts and mobile phone use) which were being developed. Members requested that further information be provided.

The Steering Group noted the proposal to commence negotiations with partner agencies to develop a West Yorkshire Safer Roads Remedial Action Plan to bring road casualty figures back to target reduction levels and below.

The Plan would be based on developing practices amongst the West Yorkshire Authorities including enforcement activities, community engagement and the use of high profile publicity. A report would be prepared for a future meeting of the Steering Group.

RESOLVED -

- (a)** That the criteria for the installation of fixed and mobile safety cameras be adopted as detailed in Appendix 1 of the submitted report and be brought into use from 1 May 2009.

- (b)** That negotiations commence with partner agencies to prepare a West Yorkshire Safer Roads Remedial Action Plan and that the Plan be considered at a future meeting of the Steering Group.