

**AT A MEETING OF THE LOCAL TRANSPORT PLAN STEERING GROUP  
HELD AT WELLINGTON HOUSE, LEEDS  
ON WEDNESDAY 23 JANUARY 2008**

**PRESENT:** Councillor J S King (Chair)

Councillor S Andrew	-	Leeds CC
Councillor R Downes	-	WYPTA
Councillor M Slater	-	WYPTA

<b>Officers in Attendance:</b>	D Holdstock	-	Calderdale MBC
	M Fudge	-	Kirklees MC
	D Gilson	-	Leeds CC
	B Anderson	-	Wakefield MDC
	S Thornton	-	Safer Roads Partnership (Bradford MDC)
	H Vergereau	-	Atkins Consultants (Item 4 only)
	B Glaister	-	Audit Commission (Item 9 only)
	D Hoggarth	-	Metro
	J English	-	Metro
S Naylor	-	WYPTA	

**26. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors A Hawkesworth (Bradford MDC), G Wainwright (Calderdale MBC), M Bolt (Kirklees MC) and P McBride (WYPTA).

**27. DECLARATIONS OF INTEREST**

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

**28. MINUTES OF THE MEETING HELD ON 22 NOVEMBER 2007**

**RESOLVED** - That the minutes of the meeting held on 22 November 2007 be approved.

**29. TRANSPORT GOVERNANCE REVIEW**

The Steering Group received a presentation updating Members on the recent changes made in the revised Local Transport Bill and on progress being made in carrying out a detailed review of transport governance across the City Region.

It was reported that following approval by the Leeds City Region Leaders' Board at the beginning of December 2007, Atkins Consultants would undertake the governance review (Atkins' proposal was attached as Appendix A). Ms Vergereau of Atkins outlined to the Group progress to date concerning the three stages of the Review of Transport Governance. It was acknowledged that the engagement process with each city region partner was critical to the review and that the Transport Panel had suggested that an internal engagement process be developed by all local authority partners, including city region stakeholders, to maximise the effectiveness of the discussions in Stages II and III of the review. In this respect, it was agreed that the West Yorkshire partner authorities would now need to commence the development of their internal engagement processes. Appendix B of the report contained useful information to enable city region partners and stakeholders to introduce the review into their organisation.

Ms Vergereau confirmed that the scoping stage (Stage I) of the review had now been completed and that Atkins would, during January and February 2008, commence the engagement process of Stage II (issues/options) with all city region partners/stakeholders. Ms Vergereau requested that all authorities make contact with her to arrange their engagement sessions.

The Group would be regularly informed of progress and it was agreed to hold an LTP Steering Group Governance Workshop for Members at the next meeting scheduled for 19 March 2008.

**RESOLVED -**

- (a) That Ms H Vergereau of Atkins Consultants be thanked for her presentation.
- (b) That the recent changes made in the revised Local Transport Bill be noted.
- (c) That the progress being made in carrying out a detailed review of transport governance across the city region and the proposed LTP Steering Group Workshop be noted.
- (d) That the WYLTP Partnership Authorities develop internal engagement processes within their own organisations to maximise the effectiveness of the in depth discussion with Atkins.

**30. DEVELOPMENT OF A MULTI AREA AGREEMENT**

The Steering Group considered a report on the development of the transport component of a Multi Area Agreement (MAA) for transport and skills in the Leeds City Region.

Following the last meeting, it was reported that further development work at the task group meetings supported by officers from Metro, Leeds and Kirklees

LAA leads and the City Region Secretariat had been undertaken. It was proposed that the MAA for transport be shaped around the delivery of the City Region Development Programme 25 year Transport Vision, which set out existing/future transport constraints as well as identifying investment interventions crucial for the continued economic growth in the city region. It was proposed, therefore, that the MAA would assist in securing financial investment over the medium term.

In this respect, it was noted that the City Region MAA proposition could request from the Government greater alignment of existing funding streams, funding certainty and proportionate access to financial resources to close the Transport Vision funding gap. It was reported that preliminary discussions with the GOYH, CLG and the DfT had proved productive/positive and further sessions were scheduled for late January 2008. It was acknowledged that the identification of MAA targets required further work and that a progress report would be submitted to the next meeting of the Group.

Mr Fudge made comment that Kirklees Council would like to see targets set within the MAA that reflected congestion and bus patronage issues.

**RESOLVED -**

- (a) That the development of an MAA for transport across the Leeds City Region be noted
- (b) That further work be undertaken in respect of the identification of MAA targets.
- (c) That a further update report be presented to the next meeting of the Steering Group.

**31. YORKSHIRE AND HUMBER REGIONAL FUNDING ALLOCATION**

The Steering Group considered a report on the preparation of major scheme funding proposals to the Regional Transport Board (RTB) to utilise unallocated 'headroom' within the Regional Funding Allocation (RFA).

It was reported that £93m of unallocated 'headroom' had been identified in the RFA process and that, as part of a two stage review, the RTB had invited scheme submissions by February 2008. In this respect, Members were informed that a number of initial schemes had been identified from the City Region Transport Vision and the second Local Transport Plan, a copy of which was attached as Appendix A to the report. It was recognised that the timetable for scheme submissions was tight. An initial list of possible schemes had been submitted to the Yorkshire and Humber Assembly at the beginning of January 2008 and supporting Outline Business Cases (OBC) would be submitted by 15 February 2008. The OBCs would subsequently be assessed by the Assembly's consultants and recommendations made to the RTB on 4 April 2008 for a decision.

Due to the limited available funding it was intended to seek agreement on key city region priorities, which would need to be based upon policy fit, strength of business case and deliverability. Some of the schemes in the initial long list may need to be re-submitted as part of the full review later in the year.

**RESOLVED -**

- (a) That the initial list of City Region schemes be noted.
- (b) That the proposed approach to identifying West Yorkshire and city region priorities be endorsed.

**32. 2008/09 LOCAL TRANSPORT PLAN SETTLEMENT**

The Steering Group considered a report detailing the annual settlement letter from the Department for Transport to the West Yorkshire LTP Partnership in November 2007. Members noted the summarised information contained within the report, along with a copy of the letter provided as Appendix A.

The report provided the following information including funding splits between the West Yorkshire partners:

- Notice of the Integrated Transport capital allocations for 2008/09 to 2010/11.
- The distribution by formula of capital allocations for highways maintenance for 2008/09 to 2010/11.
- Allocation of funding for Structures and PRN maintenance.
- Confirmation of the indicative capital allocations for the specific road safety grant over the period 2008/09 and 2010/11.

**RESOLVED -**

- (a) That the contents of the 2008/09 Department for Transport Local Transport Plan Settlement letter be noted.
- (b) That the associated funding allocations be noted.

**33. SAFER ROADS PARTNERSHIP**

The Steering Group considered a progress report concerning the operation and proposed revenue contribution to the West Yorkshire Safer Roads Partnership, information on the use of safety cameras and the allocation of the Road Safety Grant in 2008/09 based upon updated (2004-06) road injury data.

Mr Thornton provided Members with a detailed report concerning progress to date regarding the Safer Roads Partnership, safety camera operation and road safety activities/initiatives, as well as the aims of the Partnership to reduce road injuries through the national road safety strategy and Local Transport Plan targets. It was reported that the road injury/accident figures for 2007 would not be available until February 2008, but were expected to show that continued efforts were needed to stay on track to meet the target reductions in road injuries. As a result, Members noted proposals to establish district based Safer Roads Steering Groups to co-ordinate road safety matters. In this respect, assurance had been obtained from the Chief Constable of West Yorkshire Police that appropriate police representation would be afforded to these Steering Groups.

It was noted that the operation of safety cameras had now been delegated to local safety partnerships who would set their own criteria for the use/deployment of safety cameras according to local circumstances. Members were advised that further investigation was being undertaken on the use of mobile enforcement cameras to combat mobile phone use and non-wearing of seatbelts. It was also reported that tenders had now been invited for the operation of speed awareness courses in West Yorkshire, which would hopefully commence in May/June 2008.

The Group expressed strong concerns on the figures presented in the report in relation to the high proportion of uninsured drivers in certain postcode areas. They requested, therefore, that the Safer Roads Partnership work with the police to address this problem urgently and that the Chair of this Steering Group write to the West Yorkshire Chief Constable.

**RESOLVED -**

- (a)** That District Safer Roads Steering Groups be established in each of the Districts to co-ordinate road safety matters.
- (b)** That the scope of the work of the Safety Camera Partnership be expanded to better meet the needs of the individual District Authorities and that
  - The Government guidelines issued for 2006/07 be adopted as West Yorkshire guidelines for 2008/09 to determine the most serious problems of speed and road crashes that require safety cameras.
  - A strategy be developed and implemented to deploy safety cameras on lengths of road where there are significant speeding problems sufficient to contribute to the incidence of road injuries, to increase risk to other road users and to local communities.
  - That enforcement be carried out on other traffic offences when enforcing speed limits, for example, the non-wearing of seat belts and mobile phone use whilst driving.

- (c) That the work of the operations group be endorsed.
- (d) That referrals to speed awareness courses be supported.
- (e) That approval be sought from the Association of West Yorkshire Authorities to agree the revenue funding for the partnership, as detailed in Table 2 of the submitted report.
- (f) That approval be sought from the Association of West Yorkshire Authorities to agree that the road safety grant to West Yorkshire for 2008/09 be allocated in relation to the killed and serious road injuries occurring in 2004 to 2006, as shown in Table 3 of the submitted report.
- (g) That the Safer Roads Partnership work with the police to address the issue of uninsured drivers and that a letter be sent to the West Yorkshire Chief Constable to this effect.

#### **34. AUDIT COMMISSION REVIEW OF BUS USAGE**

The Steering Group considered a report and presentation of the Audit Commission's review of bus usage in West Yorkshire and the initial responses to the recommendations set out in their report.

The Group was advised that following the Audit Commission's recent review, both Metro and the District Councils had now commented on the draft report. Mr Glaister of the Audit Commission outlined to Members the constructive conclusions of the review, which included strong leadership by Metro, a high level of satisfaction with bus services and information, good understanding of community needs by Metro/District Councils, improved performance management partnerships and a clear structure for managing/reporting information. However, West Yorkshire was not on track to deliver its LTP target to increase bus patronage by 5% by 2010/11. It was acknowledged that issues surrounding fares and ticketing, punctuality and reliability were barriers to improve patronage. It was also suggested that measures including increased LTP investment and enhanced partnership working (including a framework for PTA members to report back to their councils) would improve outcomes.

It was, therefore, proposed that an action plan in response to the report be developed by the West Yorkshire authorities, the basis of which was set out in the submitted report. The proposed plan recommended approaches to improve partnership working, improve value for money and improve communications and encourage use of public transport.

Members were advised that a full copy of the report was available from each authority's LTP team and via the Passenger Transport Authority. It was noted that a copy of the Audit Commission's letter and final report summary was available as Appendices 1 and 2 to the submitted report.

**RESOLVED -**

- (a)** That Mr B Glaister of the Audit Commission be thanked for his presentation.
- (b)** That the report and presentation from the Audit Commission be noted by the Steering Group.
- (c)** That the action plan, as outlined in the submitted report, be developed further through discussions with District Councils and operators and be reported to a future meeting of the Group.