

**AT A MEETING OF THE LOCAL TRANSPORT PLAN STEERING GROUP
HELD AT WELLINGTON HOUSE, LEEDS
ON WEDNESDAY 18 NOVEMBER 2009**

PRESENT: Councillor C Greaves (Chair)

Councillor A Hawkesworth	-	Bradford MC
Councillor K Watson	-	Calderdale MC
Councillor P McBride	-	Kirklees MC
Councillor D Dagger	-	Wakefield MDC
Councillor R Downes	-	WYITA
Councillor R Pearson	-	WYITA

Officers in Attendance:	J Blackburn	-	Bradford MC
	S Taylor	-	Kirklees MC
	A Molyneux	-	Leeds CC
	D Hoggarth	-	Metro
	A Chymera	-	LTP3 Team
	N Holdsworth	-	LTP3 Team
	H Standing	-	LTP3 Team
	R Chaplin	-	WYITA

16. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor S Andrew (Leeds) and N Pickles (Calderdale).

17. DECLARATIONS OF INTEREST

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

18. MINUTES

Further to minute 13, Congestion Target Delivery Plan Assessment, it was reported that a response had been received from the Department for Transport (DfT) following the submission of the self assessment for the Public Service Agreement (PSA) Urban Congestion Indicator . The DfT's response had indicated that well above average progress was being made towards the urban congestion PSA indicator. It was noted that the effect on funding was still to be resolved but it was anticipated that the final figure would be known by the end of the year.

RESOLVED - That the minutes of the meeting held on 15 September 2009 be approved.

19. LOCAL TRANSPORT PLAN (LTP2) PERFORMANCE MANAGEMENT

The Steering Group considered a report advising members of progress on the implementation of the Bus Priority Programme, Congestion Performance Fund Programme, West Yorkshire Strategic Programme of Schemes and the LTP2 spend during the first half of 2009/10.

With regard to the Bus Priority Programme, it was noted that varied progress had been made by each of the districts with 4 schemes being completed and a further 2 added to the programme. These were SPRUCE (a traffic signal control system in Leeds) and minor works to improve bus operations in Heights Drive, Leeds. Examples of where there had been delays to schemes were identified in Appendix 1 to the submitted report and members endorsed the need to ensure that targets were realistic and achievable. In view of the delays to some schemes, it was proposed that the programme be subject to further peer review and the outcome of the review would be reported to the next meeting.

RESOLVED –

- (a)** That the progress and exceptions reported for the Bus Priority Programme, the Congestion Performance Fund Programme and the West Yorkshire Strategic Programme of Schemes be noted.
- (b)** That the new schemes to be added to the Bus Priority Programme and outlined in paragraph 2.6 of the submitted report be noted.
- (c)** That the amendments to the Congestion Performance Fund programme be endorsed.
- (d)** That the amendments to the West Yorkshire Strategic Programme of Schemes as set out in paragraphs 2.12 and 2.15 of the submitted report be endorsed.
- (e)** That the West Yorkshire LTP2 expenditure to date for 2009/10 be noted.

20. WYLTP2 UPDATED: TRANSPORTATION ASSET MANAGEMENT

The Steering Group considered a report which provided an update of progress during WYLTP2 on the development of Transportation Asset Management by the West Yorkshire LTP Partnership.

Members were advised that there had been substantial development of asset management capabilities within each District but progress towards completing Asset Management Plans had been more limited. A key issue had been the substantial workload involved in undertaking the maintenance of assets which had limited the attention given to putting in place effective and planned regimes.

It was reported that a West Yorkshire Asset Management Group had been established to complete the preparation of a West Yorkshire Transport Asset Management Plan. Members were asked to endorse the recruitment of a Project Manager to support the development of effective transportation asset management for LTP3 by the West Yorkshire Asset Management Group. The Project Manager's role would also include developing links to, and communication with, the wider LTP process. It was proposed that the post would be accommodated within the WYLTP3 Central Team and funded from the allocation made for LTP3 and Scheme Development in the West Yorkshire Strategic Programme of Schemes.

It was noted that the road condition data for West Yorkshire had indicated a trend of improving highway conditions over recent years and members asked for information regarding the level of highway dilapidations in West Yorkshire together with comparisons for other areas. The classification of West Yorkshire as an urban area was discussed and members requested information regarding the geographical split between urban and rural areas in West Yorkshire

RESOLVED -

- (a) That the current performance of Transportation Asset Management in WYLTP2 be noted.
- (b) That the establishment of the West Yorkshire LTP Asset Management Group be noted.
- (c) That the establishment of a WYLTP3 Transportation Asset Management Plan Project Manager post, on terms to be agreed by the Executive Board, be endorsed to support the development of Transportation Asset Management in West Yorkshire.
- (d) That the proposed Transportation Asset Management Plan Project Manager post be funded from previously approved budgets.

21. TRAFFIC MANAGEMENT ACT IN WYLTP2 AND WYLTP3

The Steering Group considered a report which provided an overview of the progress made with the Network Management Duty set out within the Traffic Management Act and proposals to develop a strategy for West Yorkshire.

The Steering Group noted the progress to date on the short term day to day management of the network to minimise disruption to traffic. It was reported that there had been significant progress in managing disruption on the network and some of the more significant challenges and improvements were highlighted in Appendix A to the submitted report.

It was noted that a West Yorkshire Traffic Managers Group (WYTMG) had been established to perform the specific role of developing and delivering the aspirations of the WYLTP3. The WYTMG would provide the appropriate resources and representatives to service the development of a regional strategy to deliver the Network Management Duty.

RESOLVED - That the report be noted.

22. WYLTP2 UPDATE: ACCESSIBILITY

The Steering Group considered a report which provided an update on the delivery of the LTP2 Accessibility shared priority.

The LTP2 Progress Report 2008 had concluded that the single accessibility target did not capture all the good public transport delivery and deterred some LTP partners from acting on other local accessibility barriers. Progress on actions which had been identified for the remainder of LTP2 was noted and a copy of the Accessibility Action Plan was attached at Appendix A to the submitted report.

It was reported that the Department for Communities and Local Government (CLG) was reviewing the National Indicator set and the overall number and definitions of indicators were likely to change. The local pilot projects and the CLG review of the LAA National Indicator set would provide an opportunity to consider again appropriate indicators to reflect the priorities for accessibility within each district. A report would be prepared for a future meeting of the Steering Group when the outcome of the review was known.

With regard to local accessibility planning, it was noted that the Progress Report proposed trialling a new approach and five pilot projects had been initiated to develop the approach and explore issues within consultation structures in Bradford, Calderdale, Kirklees and Leeds. It was reported that several issues had already been identified and themes for desired local accessibility solutions were emerging from the pilot projects, details of which were attached at Appendix B to the submitted report. Comment was made that the Accessibility Action Plan should also include the urban areas where many people were affected by the lack of evening and weekend bus services. A report would be prepared for a future meeting.

RESOLVED –

- (a)** That the report be noted.
- (b)** That a report be prepared for a future meeting to determine a West Yorkshire response to the outcome of the CLG/DfT review of accessibility indicators.

- (c) That a report be prepared for a future meeting to identify the results of pilot projects to test an approach to locality based accessibility planning including urban issues.

23. WYLTP3 PROGRESS REPORT AND COMMUNICATIONS PROPOSAL

The Steering Group considered a progress report on the preparation of the third West Yorkshire Local Transport Plan (WYLTP3) including updates on the development of LTP3 and a communications proposal.

The current priorities and key activities in relation to the development of WYLTP3 and the preliminary LTP3 project plan were set out in the submitted report. It was noted that a draft LTP3 strategy plan was to be published by August 2010 with a statutory requirement for the full LTP3 to be in place by 1 April 2011.

The Steering Group noted the details of the WYLTP3 Communications Strategy which were attached at Appendix 1 to the submitted report. These included the objectives, key target audiences, draft newsletters and the restructuring of the WYLTP website. An initial timetable for the communications activity leading to the development of the WYLTP3 Strategic Plan was attached at Appendix 2.

It was reported that a key element of the Communications Strategy was to raise awareness of the LTP3 in communities and ensure that out of reach people and socially isolated groups were included in consultation so that a wider sample of views could be gathered. Members welcomed the tailored newsletters for different interest groups and it was suggested that residents groups be included in target audiences for communication. It was noted that a programme for raising awareness using the key communications channels would be carried out and the importance of Ward Councillors' involvement in this process was stressed.

RESOLVED –

- (a) That the progress in developing WYLTP3 be noted.
- (d) That the forthcoming activities for WYLTP3 preparation be endorsed.
- (c) That the approach to WYLTP3 communications outlined in the submitted report be adopted as the basis for collaborative communications activity.