



Coventry Partnership Transport Theme Group

Wed 25th June 2008
Hazel Room, Elm Bank

Present:

Christine Eade	Routeforward Project Manager
Mike Barnes (Acting Chair)	RAWM
Nigel Wain	Coventry Partnership
Cllr Gary Ridley	
Martin Trewinnard	Coventry City Council
Stephen Docherty	C&W Chamber of Commerce
Dilip Chauhan	Coventry City Council
Alison Porter	Physical Sensory Impairment Partnership
Gemma Rowan	UHCW
Des Rogers	Ring and Ride
Andy Littlewood	Coventry City Council
Sophie Thompson	Learning Skills Council

Apologies:

Cllr J McNicholas	Chair
Andrew Page	Centro
Bernard Delaney	West Midlands Travel
Nigel Mills	Coventry City Council
Kathryn Bell	Coventry City Council
Tony Lunt	C&W Partnership Trust
Peter Maggs	Ring & Ride
Graham Hine	University of Warwick
Pat Marlow	CEN
Keith Waller	UHCW
Kam Kaur	Older Peoples Partnership
Neil Ross	CENTRO
Eleanor House	NDC
Lesley Kelly	Voluntary Sector
Murray Seccombe	Community Transport

1. Introductions & Welcome

Mike Barnes welcomed everyone to the meeting. Introductions were made, in particular Mike Barnes reported he was no longer associated with Community Transport but had been invited to remain on the group due to his links with RAWM and involvement with the Strategic Transport Review. Cllr Gary Ridley introduced himself as the Cabinet Member for City Development.

2. Apologies

These were noted as above.

3. **Minutes & Matters Arising**

The minutes of the last meeting were reviewed and agreed.

Matters Arising /Actions:

Drop Kerbs – Andrew Page indicated that there had been progress on this issue and he would investigate and circulate details to the Theme group .

Action Andrew Page - Ongoing

PTS Eligibility Criteria – Nigel Wain reported that he had contacted Damian Dixon to clarify the impact on eligibility for patient transport for people in receipt of mobility allowance. Damian had confirmed that this was still a factor in deciding eligibility. This only affected a handful of people each year.

City Centre Consultation – Nigel reported that the next phase of consultation was now due in September. Arrangements for the Transport Theme group to feed into this consultation still need to be finalised.

Action Nigel Wain

Routeforward meeting with Ring & Ride – Dilip reported that Ring and Ride & Centro had visited the Routeforward Travel Bureaux in May and had been impressed by their use of Trapeze. Des Rogers acknowledged that the use of Trapeze for Group Scheduling was the most advanced he had seen but he still had some concerns about how it could cope with One to One travel. Further discussions between Ring & Ride and Routeforward were ongoing to explore areas of cooperation.

Swiftlink - Dilip and Nigel updated the group with the decision of the Swiftlink Steering group to end the Swiftlink service on July 18th. The service had already been cut back to week days only due to lack of funding. Letters have now been sent out to the registered users advising that the service will cease on the 18th July. Despite the success over the last year in reducing costs, the service had not been successful in securing sustainable funding. An employment (LEGI) help line number had been provided to Swiftlink users to provide general employment support however it will not be possible for LEGI to pay for alternative transport for people to get to work.

Cllr Ridley stressed the need to ensure that there are robust exit strategies in place when we launch services based on short term funding.

Andy Littlewood emphasised the roll Travel Plans have in encouraging employers to think about how they can get their employees to work through such things as lift sharing schemes.

Stephen Docherty offered to investigate if Chamber members were reporting problems with transport to work particularly for shift work at the edge of City employment sites.

4. Travel To Learn

Sophie Thompson

Sophie Thompson presented a paper summarising the activities of the Travel to Learn Forum which was hosted by the Learning Skills Council and covered Coventry and Warwickshire. See attached paper. :-

- The forum was established in 2003 to address travel as a barrier for learning particularly for 16 to 19 age group.
- The Forum meets twice a year
- The aim is to produce an integrated travel to learn strategy for Coventry and Warwickshire
- The Forum agrees annually the post 16 Transport statements
- The forum has developed a travel to learn web site.
- The Forum supports accessibility planning
- It supports projects such as Wheels to Work and Routeforward.
- It addresses movement of learners during the day
- Transport is not perceived to be a problem by schools in Coventry
- Research has been undertaken on Transport Issues in Warwickshire – see attached research paper and presentation of key findings
- The Forum responds to consultations
- Future considerations include transport issues caused by raising school leavers age to 18 and introduction of Diplomas
- Key issue for Coventry is there is no lead for Post 16 transport. LSC provide £71,669 to Coventry which supports students with Learning Disabilities and could be used to support travel training schemes.
- There are 7,412 16 to 18 learners in Coventry.

During the discussion that followed the following key points were made:-

- There is a need to quantify the link between the work of the group to the outcome of encouraging more people to stay on in learning.
- Assistance with funding for transport is sometimes available.
- Christine commented that with places not being finalised until August there was not much time available for learners to plan transport to start in Sept. This is especially difficult for people who would need travel training. Sophie agreed to take this back to the LSC.
- Des asked if Ring and Ride could be included in the forum as they also transport young people and he was aware that many Young People with Special Needs do not take up Learning post 16 due to Transport issues. Sophie was aware that Warwickshire support people up to 25 years old but Coventry do not.
- The increase in petrol costs may make people take up learning places closer to home.
- The forum also links to strategic planning groups to influence future planning.

Mike thanked Sophie for her presentation and the varied discussion that followed.

5. Routeforward Update

Dilip Chauhan/Christine Eade

Dilip and Christine presented an update on the Routeforward and asked for input from the group in formulating how Routeforward should be taken forward, help in formulating new terms of reference and the future of the project board. See attached presentation.

Key points from the presentation were:-

- Routeforward started 2 years ago after a feasibility study on how to improve transport in the city by integrating more closely the work of many Partners across covering Community Transport, PCT Transport, Social Services Transport and Swiftlink
- The travel Bureau was set up to handle bookings and has been mainstreamed.
- Trapeze software is used for the scheduling
- On-Route has been launched to promote travel independence for some vulnerable groups
- Routeforward travel is exploring different approaches to mainstream the Travel Training.
- Achievements were:-
 - Integrated model = better utilisation of resources
 - PCT Health –50% reduction in £/trip
 - CT Swiftlink -£17/trip to £10/trip & increased capacity
 - Improved strategic management and delivery
 - Established Travel Bureau = single point of contact
 - Trapeze works!
 - Scope for further efficiencies & improvements
 - Recognised regionally (CENTRO) and nationally (DfT) as best practice for Independent Travel (training)
 - Over 60 people travel independently
 - Established 30 'Community Havens' to support individuals

In the discussion that followed it was agreed that we needed to continue to build on the solid foundation already achieved by Routeforward. Opportunities for working closer with Ring and Ride and possibly the police or other larger Partners in Coventry should be explored further. Des Rogers repeated his concerns about Trapeze and its ability to schedule One to One Transport and agreed to explore this further with Dilip.

It was agreed that Dilip would circulate a revised Terms of Reference to take Routeforward and the project board forward.

Action Dilip Chauhan

6. West Midlands Regional transport Review Update Mike Barnes

Mike updated the group with the progress of the strategic review of transport being undertaken by the West Midlands Regional Assembly:-

Mike reported that the evidence gathering phase was now completed, and a first draft report has been written. The report will be circulated at the end of July for consultation. A final version will be available by end Sept. Routeforward will be included in the report as an example of best practice.

Mike also suggested that one area where the Theme group has not had much involvement is with freight. Steve commented that the chamber was holding a meeting on this and he would feedback issues of interest to the group.

Christine commented that Go Skills were looking to accredit the Travel Training courses. Dilip also reminded the group of the NVQ2 disability training course Routeforward had developed with Go Skills. Des commented that Ring and Ride do their own NVQ training.

Mike agreed to let the group know when the drafts are circulated

7. Partnership Board Transport Forum

Alison had met with Kam from the Older Peoples Partnership, Helen from the Society for the Blind and Nigel from the Partnership to discuss if there was need to hold a Partnership Board Transport Forum as we have done in previous years.

Key ongoing issues around Taxis, Ring and Ride and Hospital transport were identified and it was agreed that the Forum should be held, possibly in October. The format suggested was to have 3 or 4 presentations followed by 2 slots where people asked questions of the presenters who would be sat at separate tables.

Gemma commented that a new hospital guide to transport was now available.

Mike stressed the importance of these forums in getting messages to different groups as they rely in word of mouth from key people to receive information.

Alison suggested the 17th or 24th October.

Dilip offered to help with Transport and reminded the group that we need a 10-30 start to allow for use of bus passes.

A follow up meeting is planned in July to finalise funding and details.

8. CEN/Voluntary Sector

Nothing to report.

9. LAA Update

Nigel circulated a paper on the performance management of the Sustainable Community Strategy (SCS) and Local Area Agreement (LAA)

A Theme Overview Plan is being prepared which shows the key strategies and plans which will deliver the SCS. These need to be finalised by Sept and will form the basis of the annual report on progress for the Theme group and Partnership Board. The roll of the Theme group is to oversee the delivery of the SCS. Other theme groups are taking this as an opportunity to review the membership and structure of the Theme groups. This could be covered at the Sept meeting.

The Environment group have revised their membership to become more strategic and have formed 2 sub groups to address climate change and the cleaner/greener agenda.

There are 2 indicators for transport included in the LAA, School Travel and Congestion. Each LAA indicator will have a detailed LAA delivery plan associated with it which will be developed by the LAA lead. These also need to be completed by Sept.

10. Items for future meeting:

Items suggested for the next meeting:-
Review of Theme Group Plans and Membership
City Centre Consultation
Accessibility Planning
NDC transport issues
Centro transport plans
LDF (Core Strategy will be available late summer)
Manchester DRT experience

11. Any Other Business

Taxi Complaint form

Alison circulated a copy of the new simplified complaint form she had produced for use by the Physical & Sensory Impaired Partnership. There were still many grumbles raised at her PSIP meetings, but very few complaints were formally reported. She had tried to simplify the form to try and encourage more reporting.

Dilip commented that they were now finalising the contract for Taxis which now included requirements for driver training.

UHCW Hospital Rep

Gemma advised she was moving jobs in the Hospital and would no longer be the rep for the group. Mike thanked Gemma for her contribution over the last 2 years.

12. Future meeting dates:

24th Sept. 19th Nov all 10-12

Nigel Wain 30th June 2008