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**Confidential Minutes**

Agenda item 10 c)  
Drafted 26.2.09

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**Confidential Minutes of Access to Healthcare Facilities Taskforce meeting held on 26 February 2009 at Middle Street**

This meeting was held in private session due to the sensitivity of its subject matter, with reference to section 15(2)(b) of schedule 18 of the Greater London Authority Act 1999, that, by reason of the confidential nature of the item(s) to be discussed, it was desirable in the public interest that the public should be excluded.

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**Present**

Gail Engert  
Daniel Francis  
Sarah Pond                      Chair

Carmel Cannon                      Senior Committee Administrator  
Graham Larkbey                      Committee Clerk  
Vincent Stops                      Streets & Surface Transport Policy Officer

**Minutes**

**61 Chair's Introduction and apologies for absence**

The Chair welcomed everyone and made standard housekeeping announcements. Apologies had been received from Lorna Reith, and from Belinda Danino, Andrew Miles and Simon Mouncey all of Stakeholder Engagement, Transport for London (TfL) Surface Transport.

It was noted that both Belinda Danino and Andrew Miles had moved on from their posts. A formal letter of thanks from the task force would be sent to Belinda in recognition of the excellent work she had done in the past year. Simon Mouncey would replace Andrew Miles as the key Surface Transport Liaison link at TfL.

The Chair clarified that, as this was the last meeting of the taskforce, the purpose was to review the task force's work over the year, and identify any work was to be taken forward to the new Access to Transport Committee from April 2009. Gail Engert would be the chair of that Committee so this meeting would also function as a hand-over of work for that Committee to take forward.

## 62 Declarations of Interest

No additional declarations of interest were made.

## 63 Minutes

The minutes of the meeting held on 10 November 2008 were agreed and signed for the record, with the following amendment requested by TfL :

"In the TfL update (minute 56), it says we are considering 'a roll out of the PRUH approach elsewhere, as an alternative to diverting bus services'. It's not as formal as that, it's more that we are encouraging PCT's and local authorities to think about alternative measures such as information, pedestrian access, infrastructure and alternative solutions to simply diverting bus services (which is what they sometimes tend to do).

"This is in acknowledgement that we will not always be able to divert or extend routes, as the bus network meets a number of different travel needs (work, shopping, health service, leisure etc) and we have to consider all uses in planning and providing services.

"So rather than say 'a roll out of the PRUH approach across the board', I'd say it's more a case of making sure we work smartly in each specific PCT case, considering the local issues. Obviously, the key thing is that they now use HSTAT to evaluate transport impacts and where possible, then include this information in their consultation before making site decisions.

"**Update:** the new pedestrian crossing is up and running at Princes Royal University Hospital. We now have a special route 358 route information leaflet that contains information about the crossing. "

The following corrections to the minutes were also noted :

Page 3, item 56, para 2, first line: should read "the hospital trust".

Page 6, item 58, para 6, third line: should read "given that the site".

Page 7, item 60, para 3, final line: should read "SWELTRAK".

## **64 Matters Arising (AH10)**

The Chair was pleased to note that many of the matters had been completed, and outstanding items were assessed for taking forward to the new Access to Transport Committee. Those carried forward would be included in the first Matters Arising report for the new committee.

Regarding item 57, on the Royal Free Hospital, it was requested that these be combined into a stand-alone report for the new Committee.

**Action : Streets and Surface Transport Policy Officer**

## **65 Action taken (AH11)**

The report was noted.

## **66 Transport for London update**

Belinda Danino of TfL Stakeholder Engagement had forwarded the following written update prior to the meeting :

### Strategic issues

- (Health Service Travel Analysis) HSTAT tool and guidance on health service reconfigurations and travel was launched at end December 2008. TfL is currently planning activities to help deliver and support its use amongst PCT's
- TfL Surface attended South East London 'Picture of Health' Independent Review Panel on 19 February 2009. The Picture of Health reconfiguration issues have been referred to Secretary of State and Dept for Health will review the panel's findings. ORH Ltd consultants (working for Bromley Primary Care Trust) explained travel impact assessment on ambulance, private car and public transport journey times. The Director, Research and Development, contributed for London TravelWatch and spoke about the Access to Health Care Taskforce activities

### Local issues

- Barnet Hospital – TfL has been working on plans to redesign the bus stand so that it can accommodate the additional buses when route 307 gets diverted
- New route 324 – This is going to link a number of local communities and improve access to the bus network to Kingsbury Community Hospital. The route will be terminating at Stanmore
- Changes to bus stop arrangements at Whitechapel have allowed for a new improved crossing to be introduced adjacent to the entrance of the Royal London (on one side of the road) and the Tube station (on the other)

- LB Hackney is currently consulting on revisions to the controlled parking zone around Homerton Hospital. This should improve the set down and standing arrangements for buses on routes 242 and 394
- The next meeting of Northwick Park Transport Liaison group is 14 May. We're working with them to try and improve bus access – London TravelWatch Research and Development team attends this
- We recently submitted a joint TfL response with London Underground to LB Brent's Access to Health Sites report
- We recently met Sutton 'Better Healthcare Closer to Home' to understand their plans for St Helier, Epsom and Sutton Hospitals. Long term plans – await further information

## **66 Access to Healthcare Facilities reports and reviews**

- a) Travel Plans (AH12)
- b) Update report on recently visited hospitals (AH13)
- c) Surveys of access to health care facilities, February 2009 (AH14)

Members discussed these reports as a linked group. There was no model hospital Travel Plan (TP), and most were either poor or non-existent. This should form part of the template letter to be sent to all hospitals being scrutinised, including an outline of what a TP should look like.

It was agreed that the Streets & Surface Transport Policy Officer's workplan in this area should include:

- Visits to hospital sites
- Travel Plans
- Issues arising from casework
- Preparing and circulating draft letter to Primary Care Trusts (PCTs), hospitals and local authorities bringing all the issues together, prior to handing over to Gail Engert as Chair of the new Committee. Hopefully the letter would generate further interest.
- All hospitals needed to know what their catchment area was and to take this into account when preparing their TP. This should be included in the letter to be sent to them.

It was important that TPs should be living documents that kept moving the issue forward. TPs could become a general issue covering schools, hospitals and workplaces. London TravelWatch could promote itself as a TP Champion ; it would be a good topic for an all-boroughs conference. It was agreed that the new Access to Transport Committee would take up TPs as a topic, including maybe issuing a press release highlighting good and bad examples. Other types of institutions also needed to be covered, eg Higher/Further Education colleges, nursery schools and children's centres.

London TravelWatch had made a useful intervention at North Middlesex and at Northwick Park. Re Queen Elizabeth Hospital (Greenwich), bus access was very tortuous from some areas, but was better than when it was first opened. This was largely due to bus improvements linked to the Dome. There had been real issues with parking at this

hospital, and its TP was very poor. Work had been done with Princess Royal Hospital (Bromley), and specimen TfL leaflets were circulated. The Streets & Surface Policy Officer would pick up the issues with Simon Mouncey. The Royal Free had been discussed already, and liaison with them would continue.

Member Lorna Reith had asked for access to Edgware Hospital to be raised but the Committee agreed that the scope of the research needed to be limited, and so, rather than taking on additional sites, it was agreed to complete work on the initial list, produce a paper and the draft letter, then analyse to draw out lessons that could apply to all large facilities – hospitals, colleges etc. Links would also be established with TfL TP personnel, to establish common themes. A “set of needs” for all hospitals could be drawn up to help formulate a “best practice” guide; the letter to hospitals etc would fulfil most of this. Concluding the item, the Chair thanked the Streets and Surface Transport Policy Officer and the Committee Administrator for their work on these reports.

## **67 Meeting Review and future work**

AHTF had received an invitation from NHS London to sit on a Impact Assessment steering Group which was due to start in April 2009, focussing on consultation on trauma and stroke. The boroughs know about this. There has been some continuing dialogue with the Chair of this Committee to attend, and it was agreed that it was appropriate for her to attend, although the Chair of the new Access to transport Committee was likely to be Gail Engert. The steering group will have a time limit of about nine months.

## **68 Any other business**

None

## **60 Future Work and Meetings**

It was agreed that the Taskforce had achieved its aims by raising the profile of the issues found in the year’s work and research. It was agreed to see what local press coverage might be gained in the wake of these letter being sent.

The Chair thanked all members for their commitment to this work, and members thanked the Chair, the Streets and Surface transport Officer and the Committee Administrator for their work on this.

[end]