

London Freight Central Quality Partnership



Steering group meeting

Date 26 March 2008

10.00 - 12.00 noon

Venue London Borough of Islington
222 Upper Street
London
N1 1XR

Tel: 020 7527 2785

Minutes

Present	Michael Browne (Chair)	University of Westminster
	Gordon Telling	Freight Transport Association
	Jerry Ward	John Lewis Partnership
	Roy Turner	London Borough of Camden
	Helen Fallon	London Borough of Islington
	Eshwyn Prabhu	London Borough of Islington
	Tim Hockney	London First
	Bill Owen	North London Freight Quality Partnership
	Peter Blaine	Transport for London
	Donald Chalker	Central London Freight Quality Partnership
Apologies	Craig Stansfield	City of London
	John Crosk	DHL Tradeteam
	Sharon Davies	DHL
	Natalie Chapman	Freight Transport Association
	David Sheppard	John Lewis Partnership

Item 1 Welcome, introduction and apologies
Michael Browne welcomed everyone to the meeting, introductions were made around the table and apologies accepted.

Item 2 Minutes of the last meeting - matters arising

Action • The translated information from the Ville de Paris will be circulated following the return study trip at the end of April.

Item 3 CLFQP Annual Activity report
Donald Chalker talked the meeting through the annual activity report.

The meeting discussed the work of the CLFQP. Loading and unloading was a difficult issue to tackle, but the meetings had achieved a better dialogue between operators and enforcement authorities. The CLFQP needs to work at, and achieve results at a strategic and an operational level. It has a lobbying role and needs to maintain a high profile.

It was noted that fewer operators were attending steering group meetings. It was suggested that 'exit interviews' are conducted with operators that no longer attend CLFQP meetings to ascertain their reasons for this. The loading, unloading and parking working group was well attended as it is a key issue for operators. There are few, if any, quick wins, which makes it difficult to maintain operators interest.

With the London Freight Plan published the opportunity exists to lobby central government for funding to assist in achieving its aims.

Action • Steering group role and membership to be reviewed prior to the next steering group meeting. Steering group members to suggest new individuals or organisations that may be able to contribute towards the future work of the CLFQP.

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Item 4 Finance

Donald Chalker talked the meeting through the finance report.

Roy Turner updated the meeting with the progress made and the issues encountered during the year with the Tottenham Court Road Project. The new guide to parking and loading in and around the area was distributed. It will be added to the Camden web site in the next few weeks.

Tim Hockney offered London First members facilities for future events and meetings.

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Item 5 CLFQP work programme 2008 / 2009

The process of transferring the CLFQP from central London partnership to the London Borough of Islington is underway.

The recruitment process for the CLFQP manager is on hold whilst the TUPE issue is resolved. It was suggested that an interim arrangement is put into place to maintain the work of the CLFQP until permanent arrangements could be implemented. Eshwyn Prabhu informed the meeting that the issue was close to resolution.

£50K has been allocated for the CLFQP managers post and £120K is available for project work during the 2008 / 2009 financial year. It was suggested that information is captured on the contribution in kind made by the private sector and local authorities. The DfT is interested in urban freight and may be a potential source of funding. The longer term aim is to attract private sector funding.

PCN data capture is likely to be the main project for the next financial year.

LIP bids for 2009 / 2010 are to be submitted to TfL by 13 June 2008. There may be some flexibility in this process given the specific circumstances surrounding the CLFQP. Suggested activities are delivery and servicing plans, consolidation centres out-of-hours deliveries and the Olympics. Discussion took place around the role that FQPs could play in the development and funding of consolidation centres for central London.

The five London FQPs are the conduits for the private sector to suggest projects for LIP funding. An indicative timescale is for the private sector to develop ideas during the autumn, for submission to the appropriate FQP in the spring, for inclusion in local authority bids which are submitted in June for approval by TfL for the following financial year.

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- Action
- Peter Blaine to contact BSP to investigate any flexibility in the central London LIP bid process for 2009 / 2010.
 - The 2009 / 2010 LIP bid freight guidance to be circulated
 - Suggestions for 2008 / 2009 and 2009 / 2010 LIP funded activity and LIP bids to be sent to Donald Chalker by Friday 11 April 2008.

Item 6 Any other business
Tim Hockney advised that London First could assist with making contacts with utility companies at a senior level.

Item 7 Date of next meeting
The date of the 10 June 2008 was agreed for the next CLFQP steering group meeting.

- Action
- Helen Fallon to book a meeting room for the 10 June 2008 from 10.00 - 12.00 hrs at 222 Upper Street.