



Central London Freight Quality Partnership Core Group Meeting

Date 29 November 2006
10-12am

Venue CLP
29 Heddon Street
London
W1B 4BL

Tel. 020 7478 8460

Minutes

Present	Mike Browne (Chair)	University of Westminster
	Mark O'Brien	AICES
	Mike Bracey	Brewery Logistics Group
	Alex Forrest	Central London Partnership
	Matthew Mace	Central London Partnership
	Chris Rebello	Central London Partnership
	Natalie Chapman	Freight Transport Association
	David Sheppard	John Lewis Partnership
	Roy Turner	London Borough of Camden
	Steve Shaw	London Borough of Islington
	Faz Mussa	London Borough of Lambeth
	Udoka Madueke	Transport for London
	Kevin Goad	Westminster City Council
	Bryan Pay	Transport for London
	John Underwood	Transport for London
Apologies	Alex Reid	Royal Borough of Kensington and Chelsea
	Sean O'Riordan	NCP
	Gary Reeves	New West End Company
	Richard Lewis	Securicor
	John Crosk	Tradeteam Exel

2 Central London Partnership – FQP Core Group Minutes
29 November 2006

Item 1 Welcome and Introductions

Mike Browne (MBro) welcomed people and asked everyone to introduce themselves.

Item 2 Low Emission Zone – presentation by Bryan Pay from TfL

Bryan Pay (BP) circulated a paper presentation, a copy of which is attached with these minutes.

- The LEZ is separate from the Mayor's proposed emissions-based congestion charge, which is aimed at reducing CO₂ while the LEZ is aimed at reducing particulates and other harmful emissions. Proposals for the LEZ are included in the Mayor's Transport and Air Quality Strategy revisions, published in July 2006.

David Sheppard (DS) asked how TfL will define the specification of a car derived van? BP – couldn't answer but promised to take the enquiry back to TfL.

Kevin Goad (KG) asked how much the scheme will make? BP – it will actually make a loss of £70m, but the scheme is not intended to raise revenue just improve air quality. The scheme will cost TfL £120m to run over the period 2008-2015, and raise between £30 and 50m over the period 2008-2015. It is expected that operating costs will decline as they are front loaded, and revenues will decline as compliance increased.

KG - why should Londoners bear the cost of this scheme? BP - the health benefits would outweigh the costs.

DS acknowledged that we need to prevent non-compliant vehicles being on the road, but questioned whether fining them heavily was the right way to do it. BP - expected revenues to be low as the charges are set so high as to make it more cost-effective for operators to comply. Whilst Euro standards will have meant all vehicles complying eventually, the LEZ will bring this forward by 3-4 years.

KG - why not just ban non-compliant vehicles or enforce/bring forward Euro standards, rather than introducing this expensive and complex LEZ? Also will TfL force bus companies to comply? BP – this is an issue outside the power of the Mayor and so is not covered by the initiative.

3 Central London Partnership – FQP Core Group Minutes
29 November 2006

MBro – does the FQP want to make a collective response to the LEZ consultation? There was some doubt as to whether we could achieve a consensus. But all were asked to submit comments to Matthew Mace (MM) before Christmas, he would circulate a draft response in January for agreement.

BP – TfL may accept a late response.

Roy Turner (RT) asked how many cameras will be used and can they be used to monitor freight vehicle flows? BP - 100 monitoring sites in addition to the congestion charge sites. The information collected could be used to monitor changes in the vehicle fleet. Natalie Chapman (NC) said this would be very useful.

KG - why aren't we using congestion charge data? Could it be shared more appropriately as long as no personal information is used? Udoka Madueke (UM) to investigate further application of congestion charge data.

- Action
- All – to send any comments on LEZ to CLP by 22 December
 - CLP – to collate comments and send out in January 2007
 - UM – look into new applications of congestion charge data

Item 3 Minutes of last meeting

All actions not later in the agenda have been completed.

The minutes were approved as a fair record.

Item 4 Update on 2006/07 work programme

MM - updated the group on the work programme (circulated). These updates would be provided every two months.

RT/NC - the FQP should collate more information, and establish more baseline data, both qualitative and quantitative.

UM asked if we are doing anything with the boroughs? MM - working with them to establish common protocols. Currently six of the eight central London boroughs are spoken to regularly. Both Southwark and Wandsworth are to be approached to be more actively involved.

KG - Parking in Partnership (PiP) was formally launched last week, and it is looking at developing a common range of stationery for PCNs and harmonisation of controls and signage. KG suggested drafting a paper on how the FQP can work with PiP, in relation to the code of practice and other issues, ensuring there is no overlap. As of early February PiP will be a legal entity. Someone from CLFQP should attend PiP. Mike Bracey (MBra) asked KG to supply the terms of reference / business case for PiP. RT suggested putting PiP copy on the CLFQP website together with the Code of Practice. KG to talk to Stephen Lawrenson who is currently heading PiP. Six boroughs are currently in PiP, which is focussed on central London as that is where 65% of PCNs are issued, but any borough can join. Croydon and Wandsworth are also interested.

Hotspots work is continuing. Tottenham Court Road is at Stage 2 – consultation and implementation by the end of the financial year.

- Action**
- KG to supply PiP terms of reference and business case to MBra and CLP.
 - CLP to develop paper outlining the FQP's objectives for KG to discuss at PiP
 - CLP to put info about PiP and Code of Practice on website.
 - KG to discuss FQP involvement with PiP representative Stephen Lawrenson

Item 5 Operator and retail sector breakfast event

A debrief discussion was held on how the event went. A summary of the feedback forms was circulated by Alex Forrest (AF). A good and generally positive response had been received. MBro - it is difficult to engage small businesses although they did have some representatives there. It would be good to get more of them involved in the FQP. CLP are to write to everyone thanking them for attending and capitalise on those who wanted to join the FQP.

The sub-group will work out the next steps and discuss the feedback forms. CLP will produce a short report on the workshop and actions arising from it.

MBra suggested we should send out the Code of Practice to those who attended. NC said they had no more copies but they could be included in the CLFQP induction pack that will be developed next year.

- Action**
- CLP to send a letter and questionnaire to all attendees, and ask for suggestions for topics for future events.
 - CLP to distribute the workshop note, report and summary of feedback with these minutes.
 - CLP to set up a small group to plan the next workshop
 - CLP to write a brief and invite list for next workshop and distribute before Christmas

Item 6 Loading and unloading

A discussion paper was circulated, setting out various options for revising the loading and unloading restrictions in central London. Chris Rebello (CR) said these are not exhaustive, and other options can be put to London Councils.

DS - 11 o clock rule is not meaningful. MBra said there is more traffic in the late afternoon, and restrictions are not needed between 11am and 3pm. Most deliveries are finished by 12noon, but collections are made in the afternoon.

KG said most deliveries in Westminster are made before 1pm, and after that most are small, short stop drop offs by smaller vans.

RT - the loading/ unloading requirements vary by sector.

KG said the general principal should be 'as long as you need' up to 11am, and differential observation periods after that.

Steve Shaw (SS) noted that at a recent meeting of London Councils it had been stated that it is unreasonable to standardise loading and unloading across London as different economies and sectors have different needs.

KG said consistency can be achieved in enforcement e.g. 30 minutes observation period.

CR - good signage is essential, SS added in the right place, KG added as long as it follows DfT regulations.

MBro suggested CLP produce a paper to summarise these points, but admitted that it is difficult to get agreement, even within the FQP. KG - the three areas to be addressed:

1. Achieving a consistent observation period
2. Inappropriate restrictions
3. Signing and education for delivery drivers.

MBra added that education of parking attendants is also important. RT - focus on one particular issue, maybe a wider one, and hold a workshop to flush out all the issues.

7 Central London Partnership – FQP Core Group Minutes
29 November 2006

- Action**
- CLP to produce a paper summarising the discussion, and see if we can get agreement for a common FQP position.
 - CR and NC to review the Code of Practice with a view to reprinting it early next year.

Item 7 Operator Survey

CR to include freight questions in his retail survey in 2007.

MM would like comments back on the draft circulated before the meeting. The group agreed that comments should be back to MM by 8th December.

NC and Mark O'Brien (MOB) are to obtain distribution lists for the survey to be distributed in early January 2007.

- Action**
- All comment on the survey using 'track changes' in Word.
 - NC & MOB to develop distribution lists.
 - CR to include freight questions in his retail survey in 2007.

Item 8 Communications Strategy

A draft Communications Plan for the CLFQP was circulated. MM gave some background to this. The FQP logo has been agreed and is attached with these minutes.

The Communications Plan needs to be agreed before the FQP launch in March 2007. Comments on the draft plan to CLP by 15th December. A 'Word' copy is to be distributed so the comments can be made in 'track changes'.

Anyone who would like to be spokespeople to contact MM.

A website is being developed, and a draft structure is attached with these minutes. It is hoped to get the web site up and running in time for the launch in early March. Please send comments to CLP by 15th December. CR suggested there are a number of external events that the FQP could be represented at or speak at. Please let CLP know if you are aware of any such events. NC said the FTA organise or attend quite a few events, and it may be useful to produce a small leaflet or flyer about the FQP for them to distribute at such events. South London FQP have produced one.

8 Central London Partnership – FQP Core Group Minutes
29 November 2006

- Action**
- All to provide CLP with comments on the draft Communications Plan and website structure by the 15th December.
 - CLP to consider producing a leaflet / flyer for the FQP. NC to supply a copy of the South London one to CLP.
 - All to let CLP know about external events that we could have a presence at.

Item 9

Any other business and date of next meeting

UM mentioned TfLs FQP workshop on the 7th December. MM, AF and CR are attending from CLP. He said the Thames Gateway FQP had recently been established.

The issue of London Councils differential charging consultation was raised. KG said there is not much further that can be done by the FQP at this stage, but noted that all waiting and loading offences were likely to be classed as serious. London Councils are recommending a two tier charging regime with an inflationary increase. This is subject to the Mayor's approval, and implementation is likely to start in April 2007. The FQP can simply note this. Many businesses voted for differential charges, but there was a general feeling that they may have misunderstood the questionnaire and had probably not realised that all waiting and loading offences will be classed as serious, therefore attracting a higher charge.

Date of next meeting: Thursday 1 February 2007. 10-1pm. Venue t.b.c.

- Action**
- CLP to circulate a summary paper on the proposed changes