

# Central London Freight Quality Partnership



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## Steering Group Meeting

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Date 20 September 2007  
2.00pm – 5.00pm

Venue University of Westminster  
35 Marylebone Road  
London  
NW1 5LS

Tel: 020 7911 5073

### Minutes

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<b>Present</b>	Michael Browne (Chair)	University of Westminster
	Mark O'Brien	Association of International Couriers and Express Services
	David Shepherd	John Lewis Partnership
	Roy Turner	London Borough of Camden
	Steve Shaw	London Borough of Islington
	Tim Hockney	London First
	Peter Blaine	Transport for London
	Christophe Ripert	University of Westminster
	Donald Chalker	Central London Partnership
	Cynthia Grant	Central London Partnership
	Matthew Mace	Central London Partnership
<b>Apologies</b>	Helen Fallon	London Borough of Islington
	Gary Reeves	New West End Company
	John Crook	DHL Tradeteam
<b>Item 1</b>	<b>Welcome, introduction and apologies</b> Michael welcomed everyone, introduced Christophe Ripert and noted apologies.	

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### Item 2 Minutes of the last meeting

The meeting expressed a desire to hold a future meeting at which the experience of consolidation centres could be presented (e.g. presentations on Bristol, Heathrow and Meadowhall).

Additional information about on Holborn is also available from Camden as well as Tottenham Court Road and Kentish Town.

- Action**
- CLFQP to invite presentations about consolidation centres to be made at the next Steering Group Meeting (or at another date if more convenient).
  - Loading, unloading and parking steering group minutes to be circulated to steering group.
  - TfL Red Route Data containing information on commercial vehicle PCNs to be circulated when available.

### Item 3 CLFQP Activity Report

Donald Chalker led the meeting through the activity report comprising;

- Events.
- Working group reports.
- Communications.
- Consultations.

#### **Consolidation Centres**

TfL advised that the FQP work on consolidation was on hold and hadn't been stopped. Once they had completed their internal review funding would be available to progress consolidation activity that added value to existing knowledge. Progression of consolidation activity would assist TfL in meeting congestion and pollution targets. TfL wish to involve the FQP in discussions about consolidation activity. The point was made that people give their time freely to the FQP and that stop/start meant that people will lose interest.

#### **Loading, unloading and parking**

The meeting discussed the implementation of the forty minute rule. Islington will commence Borough wide changes on the 1 December 2007. There was confusion about the start date for the Westminster pilot and if it applied to vehicles <3.5 t. This may lead to different observation periods for different classes of vehicles.

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#### Communications

The meeting agreed that regular email with hyperlinks would be the most effective method of regular communication. Also that links to member's web pages should be added to the web site.

- Action
- CLFQP and TfL to discuss the CLFQP annual event and the Freight Unit event scheduled for spring 2008.
  - CLFQP and TfL to discuss future consolidation activity.
  - CLFQP to lobby Westminster regarding extending the pilot to vans < 3.5t.
  - CLFQP to follow up with other central London authorities and London Councils to keep abreast of changes for publicising
  - CLFQP to commence regular e-communications.
  - Links to member web sites to be added to the CLFQP web site.

#### Item 4 Finance 2007 / 2008

Matthew Mace led the meeting through the funding and deliverables report that had been finalised with TfL the previous week. CLP had bid for approximately £500k of Local Implementation Plan (LIP) funding and had been allocated £90K of LIP / Freight Unit funding to provide the secretariat and support for the CLFQP. This meant that some of the planned activity would not be actioned during the current financial year. He highlighted the Local Implementation Plan (LIP) funding cycle and the issues that it raised in trying to plan future activity. Due to the proposed sub-regional changes TfL had advised the CLP not to bid for LIP funding for the next calendar year. The meeting discussed the level of funding and activity that had been agreed for the current year and the level of funding allocated to freight by TfL.

#### 2008 / 2009

Peter Blaine advised that funding would be available from the freight unit to support the CLFQP secretariat and any agreed projects during the 2008 / 9 financial year.

Item 5 Transport for London

Peter Blaine updated the meeting on the London freight plan. It will now be entitled Sustainable Freight Distribution; A London Plan and will be published around the turn of the year. Though not specifically mentioned in the title, delivery and servicing will still be included in the plan. He updated the meeting on the work of the other London FQP's. Samantha Kennedy presented to the Brimsdown FQP about the Low Emission Zone; West London FQP recently held a seminar about best practice in Fly Tipping; and South London is working on legal loading plans in Bromley and Lewisham. A large London-wide freight event will be held on Wednesday 13 February 2008.

- Action
- CLFQP to update members with progress on, and publicise the London Freight plan.

Item 6 Consultations

**Transport for London - Congestion Charging (variation no. 3) Order 2007**

Matthew Mace led the meeting through the briefing paper. The order would enable TfL to increase its charges relating to the enforcement of the congestion charge to a level equivalent to that imposed by the boroughs. The meeting considered the paper and decided that the CLFQP would not make a submission on this issue.

**Transport Select Committee – Effectiveness of Freight Quality Partnerships**

Donald led the meeting through the briefing paper. It was suggested that a copy of the above CLFQP activity report and the communications plan be added to the submission along with the number of members to clarify the scale of CLFQP activity.

**Department for Transport – Better Parking - Keeping Traffic Moving, Operational Guidance**

Donald Chalker updated the meeting on the discussion that had taken place at the loading, unloading and parking working group meeting that morning. The group had raised four points that they wished to respond on.

These were;

1. Concerns about imbalances in the response timescales for operators and issuing authorities.
2. Flag concerns with the increased use of CCTV to issue PCNs.
3. There should be equal obligations on issuing authorities and operators (e.g. concerning the need to respond to letters or appeals in a timely way).
4. Improvements are required in the process.

Steve Shaw informed the meeting that Islington is setting up a CCTV Centre of Excellence in partnership with the industry. There were at least two codes of practice regarding the use of CCTV that had been developed by London Councils and the Security Industry. Islington monitor the number of PCNs that are taken to appeal at PATAS.

Discussion took place around the 56 days allowed for (i) serving the Notice to Owner (NTO) and (ii) serving notice of a decision on the person making the representations to a NTO. These are considered too long a timescale.

- Action**
- CLFQP to amend the briefing paper with comments from the meeting and circulate to the steering group and members for final comments before submission.
  - Peter Blaine to check if the Freight Unit are making a submission to the Transport select committee regarding the effectiveness of FQPs.

**Item 7 Any other business**

**Emissions Related Congestion Charge**

The proposal is for low emission cars and alternative fuelled to receive 100% discount. The concerns are 1) that this will lead to an increase in congestion which will affect freight operations and 2) It is predicted that the proposals will only improve air quality by 0.01%. The legality of an emissions base to a congestion charge was questioned as congestion and emissions are two separate issues. Mixing the two doesn't address the original purpose of the scheme and the boundaries are set at too extreme a level.

### **Ville de Paris Freight Charter**

Christophe Ripert gave a presentation on the development of the Ville de Paris Freight Charter. The charter had taken five years to come to fruition. The work had started after the implementation of bus priority measures had disadvantage freight operators. There are no formal penalties for any operator that does not adhere to the charter but they would not be invited to sign up on its renewal. Signing up to the charter was considered a sign of professionalism. It enabled operators to become involved in freight policy. The development of voluntary standards and operating practices has avoided the imposition of legislation to control freight activity.

- Action**
- CLFQP to circulate CLP briefing paper on Emissions Related Congestion Charging for responses to be received by Friday 12 October 2007.
  - Christophe Ripert's presentation to be circulated with the meeting minutes
  - CLFQP to circulate information on some of the Ville de Paris freight experiments in English.

**Item 8 Dates of next meetings**

16 January 2008, Steering group meeting, 10.00 – 13.00, venue tbc.

19 March 2008, CLFQP annual event. A small group may be convened to assist with the development and implementation of this event.