



Meeting notes

Meeting	Thames Gateway FQP Steering Group		
Date	29 th April 2009		
Place	Palestra		
Prepared by	Claire Wills	5 th May 2009	
Attendees	Richard Finch	LB Tower Hamlets, Chairman TGFQP	
	Peter Blaine	TfL	
	Stephen Burke	LB Bexley	
	Bob Turner	LB Newham	
	David Moorhouse	LB Greenwich	
	Gordon Telling	FTA	
	Arnab Roy	Atkins for TGLP	
	Nick Gallop	IMT	
	Claire Wills	IMT	
Apologies	Scott Wilding	LB Redbridge	
	Tim Martin	LB Barking & Dagenham	
	Darien Goodwin	LB Lewisham	
	Phil Harris	PLA	

Item	Text	Action
	<p>Introduction</p> <p>PB gave an overview of TfL's strategy for freight moving forward, seeking to create partnerships with Boroughs and industry. The London Freight Plan has numerous sub-sections in which the Boroughs can have influence (eg legal loading initiatives), and TfL is looking to partners in private and public sectors to help provide local colour and implementation.</p> <p>TfL now wishes the FQP to develop a better cross-section of stakeholders within the Steering Group, and to promote a more holistic approach to freight awareness across the Thames Gateway.</p>	
1.	<p>Minutes of Previous Meeting</p> <p>The minutes of the FQP Executive (15th October 2008) were agreed.</p> <p>In response to question regarding local FQP co-ordinators, PB responded that TfL will seek to provide funding assistance via a section 159 agreement to London Councils, enabling them to recruit and host FQP Managers with responsibility for the sub-regions.</p>	
2.	<p>Work Programme 08/09</p> <p>CW discussed the end of year report.</p> <p>All 07/08 reports had been completed and signed off.</p> <p>An extensive Borough engagement programme had identified some potential pilot projects for the 09/10 programme.</p> <p>A major freight awareness event, based on the Thames, was held in June 08.</p> <p>There had been three freight awareness visits throughout 08/09: Dartford Crossing, Erith Chilled Distribution Centre (Asda) and the PLA Control Centre.</p> <p>Material for website was passed to TfL and is now handled by Appius.</p>	CW

	<p>Communications were managed through Borough engagement meetings, freight awareness events, attendances at conferences and pan-London FQP meetings and events, email correspondence and website activity.</p> <p>A database was built using FQP contacts.</p> <p>A newsletter was produced in February 2008</p> <p>The 08/09 Work Programme is now complete, the end of year report to be distributed and placed on website once approved.</p>	CW
3.	<p>Work Programme 09/10 Confirmation of Programme and Budget</p> <p>The 09/10 Work Programme was delivered by NG, to be reviewed by RF and PB before circulation to the Steering Group for approval. The 09/10 budget provision is £47,500.</p>	RF/PB/NG
4.	<p>Work Programme 09/10 Programme Update</p> <p>a) Borough Engagement has started well; there has been communication with all Boroughs although CW reported that engagement with Waltham Forest and Hackney in particular needed to be strengthened. This was a key task in the weeks ahead. Borough feedback supported multi-disciplinary meetings and freight awareness events as a means to better understand freight issues and network with other TG Boroughs. FQP to look into developing organograms to map out key officers / disciplines, and to add case studies / pilot project ideas to the current Borough checklist</p> <p>b) A seminar on lorry parking is being developed with the support of the Freight Unit. Benchmarking work in Suffolk and Kent is continuing; the event aims to find temporary lorry park solutions on vacant industrial land and will focus on Borough planning officers as well as representatives of the road haulage industry. Also to liaise with the Metropolitan Police on scope for a mobile control centre to be available for use at such sites.</p> <p>c) A major event is planned for September focussing on construction sites in the TG area and encouraging better use of sustainable modes of transport as well as the use of Construction Logistics Plans.</p> <p>d) Three smaller freight awareness trips are planned, firstly to the London Traffic Control Centre, then Ford's tri-modal production / distribution facility in Dagenham, and a pallet hub</p> <p>e) Management and communications: the new e-newsletter format will enable more frequent updates to the FQP circulation list database, the latter to be enhanced through strengthening links with relevant industry associations to promote through their own contact databases</p>	<p>CW</p> <p>CW</p> <p>CW</p> <p>CW</p> <p>CW/NG</p>
5	<p>New Reporting Arrangements</p> <p>LB Tower Hamlets will now act as Lead Borough for the Thames Gateway FQP, with Richard Finch as Chairman.</p> <p>IMT to produce the 09/10 work programme as agreed, including management duties for SG minutes and monthly highlight report. A monthly invoice would be submitted to Tower Hamlets.</p> <p>Agreed that all TG Boroughs should be encouraged to have representation on the FQP SG. Also to consider broader membership of SG to cover both large and smaller businesses in the Thames Gateway.</p>	

