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| Project: | Tyne and Wear Freight Partnership | Job No/Ref | Sept2010yr6 |
| Purpose: | Quarterly Meeting | Date held: | 08.09.2010 |
| Held at: | Sunderland Civic Centre, Committee Room 6 | Made by: | Mike Page |
| Present: | <p>Martin Murphy NECTAR</p> <p>Martin Gibson GONE</p> <p>John Cram North Tyneside Council</p> <p>Stuart Corker Gateshead Council</p> <p>Dick Phillips Northumberland County Council</p> <p>Michael Page AECOM</p> <p>Dan Cathcart AECOM</p> <p>John Bourn LTP Team</p> <p>Andy Jameson Sunderland City Council</p> <p>Vicky Porter Sunderland City Council</p> <p>Phillip Robson Co-op</p> <p>Gary Gibson Co-op</p> <p>Gordon Carr CILT</p> <p>Malcolm Dodds RHA</p> <p>Colin Gransbury AG Barr</p> <p>James Firth FTA</p> | Distribution: | All |
| Apologies: | <p>Jessica Anderson LTP Team</p> <p>Nigel Cook Eddis Transport</p> <p>Ian Radley HA</p> <p>Cllr Edwin Hodson ITA / North Tyneside</p> <p>James Turnbull Durham County Council</p> <p>Trevor Male South Tyneside</p> <p>Lynsey Childs Sunderland City Council</p> <p>Peter Graham Sunderland City Council</p> <p>Tom Zunder Newrail</p> <p>Mark Robinson Newrail</p> <p>Peter Hayes AECOM</p> | | |

| No. | Item | Action By |
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| 1 | <p>Introductions</p> <p>JB asked everyone at the meeting to briefly introduce themselves for the benefit of any new person attending. He announced the apologies for non attendance at the meeting.</p> | |
| 2 | <p>Minutes of Last Meeting</p> <p>Minutes from the previous meeting were reviewed, finding all outstanding actions were to be discussed in the current agenda.</p> <p>JF pointed out that the comment on Lorry Road User charging was not correct. The paragraph is to be deleted</p> | MP |

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| 3 | <p>CIVITAS JB spoke of the progress made to date with the CIVITAS Projects.</p> <p><i>Port Study</i> The completed report was distributed out at the meeting. At the port of Tyne north Shields 143 drivers were interviewed over a period of seven days and at Teesport 24 interviews were conducted.</p> <p>The purpose of the study was to identify two of the most commonly understood Non-UK languages. The report concluded that German and Polish are the most commonly spoken and understood languages. A comparison was made to an earlier study carried out at the Port of Hull which interestingly gave the same results for the Nationality of the drivers.</p> <p>The report also identified the nationality of the vehicle, where they entered or were leaving the UK, whether they were empty on entering and leaving and where their delivery destination was located.</p> <p>These results will utilised to translate the DVD, newsletter, Regional map and Annual leaflet into the two Non-UK languages.</p> <p><i>Partner Search</i> The search goes on but we have one confirmed Partner in Bremen. They have recently put forward a budget to CIVITAS for expenses to carry out a visit. A conference call was held with Brussels, Rome and Newcastle to understand the financial requirements for CIVITAS funding. We have been instructed to modify our original proposal to take into account the change of date for the conference and the additional partners. The expenses are for travel and supporting material.</p> <p><i>Site Visits</i> The site visit to Bremen will be rescheduled from October to November in order that funding is available for both parties. They are eager to understand how we successfully communicate our information out to the wider audience.</p> <p>With the exploration to find new partners other Cities could be visited whilst over in Europe to reduce costs.</p> <p><i>European freight Conference</i> The conference date is confirmed as February 22nd 2011. The venue is the Newcastle City Council Chambers and Pandon Room which is now booked.</p> <p>We will be seeking to have a range of speakers and a keynote speaker. Invitations will be distributed before the end of October 2010 to the European Cities involved in CIVITAS, UK Local Authorities, industry representatives, other organisations and road, water and Rail operators.</p> <p>The proposed agenda for the day:</p> | <p>MP / JB</p> <p>MP</p> <p>MP</p> |
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| <p>4</p> | <ul style="list-style-type: none"> • Reception (Tea and Coffee) • Opening welcome speech • Keynote speaker • Other speakers on a range of topics for the industry • Lunch • Workshop breakout session to discuss the way forward for urban transport • Summary and Closing Speech <p>Mapping</p> <p><i>Individual Destination Map</i></p> <p>The review of the companies and locations of the suite of individual maps has been completed. The updates to the maps are progressing well. A slight amendment to the key is to not include the 'To Let' properties.</p> <p>A meeting was held with the management Eldon Square following the opening of St Andrews Mall. Mapping is to be developed for the three loading sections: North East Service Road, West Service Road and the South Service Road</p> <p>The progress on the development of year 6 additional maps is that all the sites have been visited and the maps have been developed in the Tyne and Wear Partnership branding</p> <p><i>Interactive Map</i></p> <p>The current map data has been updated to include the obsolete and new companies and locations.</p> <p>The remainder of current suite of individual maps, have had coordinates given to each individual building to identify its precise location, logged during the site visit to the locations on a site visit.</p> <p>Concern was expressed over the accuracy of the Google maps regarding advisory routes, which were checked out during the one month trial. Further checks will be made for accuracy of any restrictions and ensure that the caveat is correct stating that it is up to the discretion of the driver to ensure the journey takes the appropriate routes.</p> <p><i>Restriction Map</i></p> <p>The next stage of the mapping is to organise a meeting with the engineers to work out how to develop a map to enable standardisation for referencing restrictions. Structures are assessed periodically and the data may need amending. The information transfer process needs to be agreed so that the map can be kept current and accurate.</p> <p>The map is to be migrated across from the Newcastle server to coincide with the LTP website move to their new host server.</p> | <p>MP</p> <p>MP</p> <p>Mp</p> |
| <p>5</p> | <p>On-Line Communication</p> <p><i>Website</i></p> <p>The newly developed website is now ready to go live in September 2010. The</p> | |

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home page will host the latest news, any future event and a side navigation menu. The information currently existing on the old site will be migrated across to the new site. We are currently developing the knowledge Network forum which will be added to the new site for when it goes live.

Continual reviews are carried out on the website and the Truck Information Point (TIP) to ensure accuracy of the information provided and to check for the satisfactory operation of the systems.

The website proves to be as popular as ever with 166,263 hits over a 12 month period. In the last three months there were 37,176 hits viewing the following pages in order of popularity – traffic Info, lorry parking, destination maps, common questions, news and contact and links.

Truck Information Point (TIP)

Unfortunately in August, Roadchef requested that the Partnership remove the map stand as the space was required for the retail side of the business.

The TIP at Durham Services had 1,134 hits in the last three months and the most popular pages to be viewed were Traffic Info and Lorry Parking.

Additional Information Point

There has been an exciting new development regarding the TIP. DFDS Seaways has agreed to host a unit in the drivers lounge on the King of Scandinavia.

A meeting was held with DFDS on September 1st to discuss the options for installing a unit on board; Whether to install Wi-Fi, where to locate the unit etc. Another consideration was to decide which type of unit would be more appropriate a wall of floor mounted. The map stand was discussed and additional meeting has been arranged with the Captain of the vessel on 13th September to discuss further the TIP installation.

6 **Promoting the Partnership**

Award Applications

The application the CILT in the category of Transport Policy and Planning did not reach the short list this year.

We will maintain our submissions each year to the CILT and the Transport Times.

CILT Presentation

The partnership is to give a presentation to the Tyne Tees Group of the CILT on September 15th 2010. The presentation will be an update on the progress of the Partnership. The meeting is to be held at the Jurys Inn, Newcastle reception at 18:00 to start at 18:30

Tegrel

Tegrel is a manufacturer of Sheet Steel Enclosures primarily for the electrical industry. Suppliers of VMS units, kerbside electric vehicle Charging Post and

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| | <p>Solar powered charger. The partnership visited the site to understand what they offer and the benefits to carbon reduction.</p> | |
| 7 | <p>Freight on Rail The final version of the rail report was handed out at the meeting, there were two main recommendations from the report which were</p> <ul style="list-style-type: none"> • Organise a workshop to gauge the interest of the final group of partners to sit on the panel • Develop the stakeholder group by recruiting a range of organisations onto the panel <p>The report will be added to the new website.</p> <p><i>The workshop</i> Invitations have been sent to 9 recipients to join the workshop. Once we have received comments from each of them on how the North East can progress modal shift from road to rail we will then develop a further group at the Workshop</p> <p><i>Partner Group</i> Invitations to join the panel will be sent to the appropriate personnel who have influence in the relevant organisations. The Partner group will include organisations who can benefit, influence directly and lobby Government. A provisional list of 35 possible organisations has been produced.</p> <p>A digital copy of the report is to be sent to JF.</p> | MP |
| 8 | <p>Sunderland City Signing Strategy A successful meeting was held with Sunderland City Council on August 17th 2010 regarding the freight signing for the access into the City Centre. an example of the design standards has been sent to them to show the detail given at the submission of the sign and design scheme.</p> <p>The study will commence before the end of 2010 with consultation with the local authority at each a stage of the process.</p> | MP |
| 9 | <p>Lorry Parking The inappropriate parking at Nissan appears to have abated since the installation of the Trief Kerbs along Nissan Way.</p> <p>The Partnership will revert back to the original plan to find a site near the Tyne Tunnel Trading Estate in North Tyneside</p> | MP |
| 10 | <p>Freight Exchange The first six month trial period has been completed. In that time one member resigned from the trial but was replaced immediately with another operator. The results are positive overall with one company making around £200 profit from the scheme. The results are fragmented due to the staggered start of the</p> | DC |

trial.

A new trial period has commences with the operators in August 2010 for another 6 months. This trial period should deliver more substantial results as all the members have started the trial at the same time.

11 **A.O.B**

A handout of an extract from Highways Agency Announcement on abnormal loads was given out at the meeting. The announcement informed the reader of the improvements made to the ESDAL website and how the hauliers were signing up to it.

The Royal Border Rail Bridge is to be floodlit at an event on October 22nd 2010. The lights are to be switched on at 18:00.

JB has received a contact from South Yorkshire regarding the Eco Star project. Discussions are to place with them to bring Tyne and Wear into the project.

12 **Date Time and Venue of Next Meeting**

The meeting will be held on December 8th 2010 at the **Government Offices for the North East**, tea and biscuits from 10:00 for start at 10:30.

The address of the venue is **City Gate, Newcastle, Tyne and Wear, NE1 4WH**
Directions will be sent out with the agenda.