Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Organisation</th>
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<tbody>
<tr>
<td>Councillor Tony Cox (chair)</td>
<td>Southend Borough Council</td>
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<tr>
<td>Councillor Guy McGregor</td>
<td>Suffolk County Council</td>
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<td>Councillor Stuart Pile</td>
<td>Hertfordshire County Council</td>
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<td>Andrew Meddle</td>
<td>Southend Borough Council</td>
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<td>Paul Mathieson</td>
<td>Southend Borough Council</td>
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<td>Maria Chamberlin</td>
<td>Southend Borough Council</td>
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<td>Davinia Farthing</td>
<td>Southend Borough Council</td>
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<tr>
<td>Peter Grimm</td>
<td>Suffolk County Council</td>
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<td>Andy Summers</td>
<td>Hertfordshire County Council</td>
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<td>Jack Eagle</td>
<td>Peterborough City Council</td>
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<td>Glenn Barcham</td>
<td>Bedford Borough Council</td>
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<td>Keith Dove</td>
<td>Luton Borough Council</td>
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<td>David Cumming</td>
<td>Norfolk County Council</td>
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<td>Alastair Southgate</td>
<td>Essex County Council</td>
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<td>Mat Kiely</td>
<td>Thurrock Council</td>
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<td>Lee Sambrook</td>
<td>DfT</td>
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<td>Alan Kirkdale</td>
<td>Highways Agency</td>
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<td>Anna Mahoney</td>
<td>SASIG</td>
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<td>Edward Cheng</td>
<td>SASIG</td>
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<td>Jonathan Millins</td>
<td>East of England Brussels Office</td>
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<td>David Bell</td>
<td>East of England Freight Quality Partnership</td>
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<tr>
<td>Keith Bevis</td>
<td>EValu8 Transport Innovations Ltd</td>
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<td>Mike Salter</td>
<td>EValu8 Transport Innovations Ltd</td>
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<tr>
<td>Russell Fenner</td>
<td>EValu8 Transport Innovations Ltd</td>
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1 Apologies for Absence

1.1 Apologies were received from the following:

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Councillor Andy Smith</td>
<td>Thurrock Council</td>
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<tr>
<td>Councillor Charles Royden</td>
<td>Bedford Borough Council</td>
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<td>Councillor Dave Taylor</td>
<td>Luton Borough Council</td>
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<td>Councillor Derrick Louis</td>
<td>Essex County Council</td>
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<td>Councillor Graham Plant</td>
<td>Norfolk County Council</td>
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<td>Councillor Ian Bates</td>
<td>Cambridgeshire County Council</td>
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<td>Councillor Peter Hiller</td>
<td>Peterborough City Council</td>
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<tr>
<td>Councillor Tom Nicols</td>
<td>Central Bedfordshire Council</td>
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<tr>
<td>Andy Lewis</td>
<td>Southend Borough Council</td>
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<tr>
<td>David Freestone</td>
<td>Thurrock County Council</td>
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<tr>
<td>Rob Smith</td>
<td>Hertfordshire County Council</td>
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Councillor Tony Cox welcomed everyone.

2 Minutes of RTF meeting on 9th March 2012 and matters arising

2.1 Action 12 - RTF can provide a response to DfT by summer 2012 asking it to fund the Strategic Freight Network proposals in the Initial Industry Plan (IIP) in their entirety. The RTF could also use the opportunity to request additional changes to the IIP. Paul Mathieson stated this is ongoing. RTF will work with Tim Cook of Network Rail to provide a letter.

ACTION

1. RTF to provide a letter regarding the Initial Industry Plan (IIP).

2.2 Since the meeting correspondence with Tim Cook (Network Rail) stated that DfT has published its High Level Output Statement for rail 2014-2019 ‘CP5’, which is available here http://www.dft.gov.uk/publications/hlos-2012/ The industry is meeting on 24th July to review the position for Strategic Freight Network in CP5 following the publication.

3 Verbal update on the Consultation on Devolving Local Major Transport Schemes for the Next Spending Review Period

3.1 Lee Sambrook advised that the consultation closed on 2nd April 2012. There were overriding themes included in the responses:
   – Support for devolution of funding;
   – Geography and how LEPs overlap and the split of funding;
   – Formula of allocation of funding – most want per capita
   – Varying responses to the role of the LEP and makeup - More support for the LEP having a strong decision making role.
   – There were queries regarding the levels of assessment and the webTAG proportionality and how different levels of funding are assessed.
   DfT will provide a response by September 2012. During April 2013 local authorities will need to agree a program of priorities post 2015.

3.2 Jonathan Skinner said that STSG have provided a summary of responses to the consultation and a list of questions. Lee Sambrook said the questions could be answered but gave the caveat that the responses are his own views, as Ministers have not yet given a final decision.

3.3 Lee Sambrook said that previously there was the mention of local transport consortia, but the current Secretary of State has different views on this and there may be no need to join a consortia, but this will need to be determined as a case by case basis.

3.4 Glenn Barcham said that Bedford have been having discussions with Lee Sambrook on how cross border schemes will work. Cllr Tony Cox said some transport schemes will go across LEPs and it’s how those are pulled together, either by LEPs or LAs. There needs to be a steer on how this should work across LEPs. If schemes go across borders, could the RTF be used? Lee Sambrook said it should be left to the parties involved to decide.

3.5 Cllr Guy McGregor added that RTF in the past was where schemes were co-ordinated. LEPs cannot co-ordinate, so LAs will need to take the lead. David Cumming said for schemes that do cross borders LAs are already co-coordinating together therefore there isn’t a call for RTF to co-ordinate.

3.6 Cllr Tony Cox said RTF is a forum where updates and support can be given to one another. Work between LAs should still carry on.
3.7 Lee Sambrook said that views from the consultation were that LAs run the local transport body and the LEPs feed in.

3.8 Paul Mathieson said that LAs want certainty of funding and it is hoped this process delivers certainty of funding. There needs to be a small amount of top slicing included in order to fund the business case etc. Lee Sambrook said there is nothing in the rules to prevent the use of pooled funding for the costs of the business case.

**ACTION**

2. DfT to provide a response by September 2012 on the Consultation on Devolving Local Major Transport Schemes for the Next Spending Review Period.

4  LEP update – Major Schemes Prioritisation

4.1 Paul Mathieson asked each LA to provide an update on their LEPs. Paul Mathieson gave an update on the south east local enterprise partnership (SELEP). David Freestone chairs the SELEP Board. Colin Buchanan’s have been carrying out an assessment, which outlines priorities for the LEP to consider ranking schemes in accordance with economic growth and viability. LAs had to complete questionnaires on schemes. LEPs wanted to support schemes that gave the most economic benefit. The role of the transport board will be to work with LAs on deliverability and cost.

4.2 Andy Summers said that the Hertfordshire LEP transport body will need to look at what schemes would realistically get funding. Cllr Stuart Pile said Hertfordshire which shares a boundary with Cambridgeshire County Council are in the early stages of looking to widen the A1(M), but it is felt it’s unlikely to get funding, therefore improvements to sections will be looked at. From the loss of officers there has been a lack of knowledge so Hertfordshire would welcome shared working.

4.3 Cllr Guy McGregor said that the Greater Anglia LEP has a sub sector set up.

4.4 Glenn Barcham for the South East Midlands LEP said there is an issue of guiding principles and there needs to be guidance from DfT. The level of funding needs to be known in order to prioritise schemes. There is an issue with the difference of trunk roads, local schemes, local majors and national majors.

4.5 Lee Sambrook said guiding principles will look to answer the key issues. Indicative funding allocations will be out soon. Strategic road network schemes would be prioritised. If the scheme requires it the Highway Agency or Network Rail should be included on the Local Transport Body.

4.6 Cllr Guy McGregor asked if either the Highways Agency or Network Rail would have the final decision on the allocation of funding. Lee Sambrook replied that the initial decision making would be done by the LEP. The Highways Agency or Network rail would be brought in to work with them.

4.7 Peter Grimm asked if the funds could be used on the rail network. Lee Sambrook confirmed that they could be.

5  EValu8 Update

5.1 Mike Salter gave an update on the EValu8 project. A network of electric vehicle (EV) charging points is being introduced across the East of England, which composes of up to 1,200 post-mounted recharging points, 400 home charging points, installations in 500 ‘EV-ready’ Eco-Homes, and 8 rapid chargers.
5.2 The company that was to provide free electricity for 2 years for the EV posts have now pulled out; however EValu8 will be able to cover costs until September 2012. After this EValu8 are exploring other options. One aspect is looking at the ‘pay as you go’ model. Source East members would use their Source East smart card to pay on direct debit. They are also looking at mobile phone payment. EValu8 would look to cover energy costs until March 2013 and then the pay as you go system would begin, if no other energy sponsors come forward.

5.3 The market on EV’s is unknown at the moment but EValu8 want to start a low carbon group. The group should meet each quarter and would include officers and companies. The group will create a beginner’s guide on EV’s and work to identify funding sources and publicity events. The March 2011 EEDET board agreed to provide EValu8 financially for developing the group and the marketing strategy.

5.4 Mat Kiely said if Source East members are asked to pay will this not discourage use? Keith Bevis said that all programs have been looked at and people have accepted that they have to pay. It's about the tenth of the price of people paying for petrol.

5.5 Paul Mathieson said that evidence is needed to show that EV’s exist, there needs to be public awareness so the low carbon group could make this happen. Cllr Guy McGregor said we do need to increase public awareness. There needs to be electric delivery vehicles and other EVs around, for the public to see.

5.6 David Bell said freight schemes could be included. There is reliance on the manufacturer to produce different vehicles.

5.7 Keith Bevis said last years cable project put vehicles in the market for testing. There are 140 EVs in the East of England and 1400 in the country.

5.8 Cllr Stuart Pile said there was an article in the Trade Press that stated that some insurance companies will not cover EVs as they are too costly to repair. Another report said there are five posts for every one EV. Maybe this EV technology is being overtaken by hybrids etc. Not convinced EVs alone are the way forward.

5.9 Keith Bevis said that all hybrids are electric and it is the long term strategy of EValu8 to put money into EVs and in the future into hybrids.

5.10 Andy Summer asked for the details of the funding. Mike Salter said that the EEDET Board agreed to provide the EValu8 scheme with £10,000. Once the posts were in place then the funding would be put in place.

5.11 Paul Mathieson said the EEDET Board left the deliverables with STSG and RTF to decide upon. The EValu8 funds would come from the balance of RTF which is £20,000.

5.12 Paul Mathieson said a paper is needed to list exactly how the funds will be used.

5.13 Cllr Tony Cox said that he is happy for Southend Borough Council to be a pilot to trial EV’s and the marketing techniques.

5.14 Peter Grimm informed all that Mike Salter is moving on from EValu8 and that Mike has made considerable contributions to RTF and STSG. All thanked Mike Salter for his contributions and wished him well.

**ACTION**

3. A Formal funding agreement is to be drawn up by EValu8 and to be discussed at the next STSG meeting.
6 Airports

6.1 Paul Mathieson gave a presentation on London Southend Airport. Guy McGregor said that the airport has good connections with London but what about connections with Cambridgeshire, North Essex and Norfolk etc?

6.2 Paul Mathieson said that Easy Jet who is offering a number of flights from Southend airport tend to market to London. There needs to be talks with Easy Jet to highlight other areas.

6.3 Andrew Meddle said the maximum capacity of passengers to the airport is up to 2 million passengers which is based on people that live within 25 minutes. The airport is looking at train links and times to connect with the plane times. There does need to be links at Shenfield to other areas.

6.4 Cllr Tony Cox said as more people use it the airport will then improve the links as it’s demand lead. Paul Mathieson added that Stobarts who own the airport are in discussions with Abellio.

6.5 Anna Mahoney gave a presentation on the Strategic Aviation Special Interest Group (SASIG) and explained that SASIG is a group of around 50 local authorities from across the country, all with an interest in strategic aviation issues. SASIG works for Local Authorities in a strategic manner on national aviation policy so as to reconcile economic, social and environmental issues in a sustainable way. All were encouraged to provide a response to the Draft Aviation Policy Framework consultation by 31st October 2012.

6.6 Paul Mathieson said a study produced for SELEP on hub airports looks at capacity to overseas but in the long term there is no choice other than extra runways. The study points at airports driving the economy and jobs. Southend airport will also have an airport business park which increases jobs.

6.7 David Bell said that freight should not be forgotten.

ACTION
4. For all to provide a response to the draft aviation policy framework consultation found at: http://www.dft.gov.uk/consultations/dft-2012-35/

7 East of England Freight Quality Partnership

7.1 David Bell thanked all for the invite to RTF and explained that he is Chair of the East of England Freight Quality partnership.

7.2 The terms of reference for the group were handed round. The group has regular meetings which include sharing information but also includes seeing how freight works on the ground. Infrastructure often caters for passengers and doesn’t take account of freight. Efficiency can be improved and so can multi-modal freight. Economic growth is being held back as there is not a multi-modal hub to cater for the north of London. There is a need to understand the development of LEPs and how these fit in with freight.

7.3 RTF decided that it would be beneficial for the EEFQP group to keep the RTF informed of its discussions and meetings.

7.4 Peter Grimm said that the freight quality partnership was set up by LAs and it has been hard to see how it linked with the RTF. Cllr Tony Cox said the RTF are happy for the links to be improved.

7.5 Peter Grimm said that freight is important and critical to Suffolk. There is however an issue
7.6 Peter Grimm said that Suffolk has concerns with lorries parking in residential and parking areas. Cllr Tony Cox said there is a problem with lorries dumping things.

7.7 LAs have a database of roads, widths, heights etc, this information is needed to provide a specific large vehicle SatNav system. Peter Grimm said that Suffolk has been involved with a study by Professor Peter Landshoff of Cambridgeshire University, which has been looking at information systems, including the issues of SatNav for larger vehicles. This information needs feeding in from Professor Landshoff.

**ACTION**

5. David Bell (Chair of the East of England Freight Quality Partnership) is invited to attend and prepare a paper for the next RTF meeting.

8 **TEN-T**

8.1 Jonathan Millins gave an update on TEN-T and said that there will no report in July from the European Parliament, it has been pushed back to September/October 2012. In March 2012, the Council of Ministers agreed a compromise text under the Danish EU Presidency, this will be taken over by Cyprus during its presidency starting in July 2012. The European Commission initially listed just Felixstowe as part of the Core Network and the corridor. The Commission has now agreed with Council to amend proposal to read 'Felixstowe (cluster)', so as to include Harwich. DFT believe there are too many cost risks associated with upgrading roads on TEN-T. The Council do like the idea of spending on infrastructure, however, no budget has yet been agreed. Member States want the possibility to have grants for some roads on cross-border sections and port hinterlands. Member States also proposed to increase funding for motorways of the sea from 20% to 30%. Concerns exist with High Speed 2 on the network as it could use most of the available funds.

8.2 Peter Grimm asked if the A12 and A120 sections were only from Ipswich heading south out. Jonathan Millins replied yes.

8.3 Andy Summer said that Hertfordshire welcomes the inclusion of Harwich and that Hertfordshire shall be writing a letter.

8.4 David Cumming asked if there are any obvious options for LAs to lobby to influence? Jonathan Millins said there is nothing to stop LAs writing to the commissioner and the commissioner’s deputy.

8.5 Lee Sambrook said that during March, transport ministers agreed that the text gives flexibility, however the commission and parliament have not taken on the changes to the maps. The outcomes of the bidding contracts will be known early July 2012.

8.6 Jonathan Millins said Norwich is a TEN-T Airport and it is hoped that Southend will become a TEN-T Airport as well.

9 **Reports for Information**

9.1 9a) The budget statement was approved.

9.1 9b) The Secretary of State for Transport commissioned an independent review to examine whether Government has the right approach to operating, maintaining and enhancing the strategic road network. The Highways Agency Alan Cook report titled A Fresh Start for the Strategic Road Network can be found at: [http://www.dft.gov.uk/publications/strategic-roads-network](http://www.dft.gov.uk/publications/strategic-roads-network)
9.2 9c) Bedfordshire, Norfolk and Hertfordshire are awaiting the LSTF update. Since the meeting the Bedfordshire and Hertfordshire projects have been approved for LSTF Tranche 2 funding.

9.3 9d) The rail paper gives details on the latest rail papers, consultations and franchises. Cllr Guy McGregor said that Suffolk, Essex and Norfolk have written a manifesto regarding the 2014 franchise. The key message is that the main priority is to provide good quality transport and the need for an ever evolving franchise.

9.4 Paul Mathieson and Andrew Meddle said that rail and airports are essential.

10  A.O.B

10.1 Peter Grimm gave an update on the A14 study. Current works are due to complete late July. An announcement is expected September time. Tony Ciabarro from Northamptonshire could be invited to the next RTF meeting to discuss the A14 issues.

10.2 David Bell said there is a European Cycling Logistics Federation conference on July 14th 2012 in Cambridgeshire. There are thirteen UK counties with cycling logistics, which will be discussed at the conference.

10.3 Lee Sambrook announced that the City Agenda will come out soon and shall give the direction on the next round of the City Agenda. HLOS is now paid for by the end of July.

ACTION

6. Invite Northamptonshire to the next RTF meeting.

7. David Bell to send link for European Cycling Logistics Federation being held on 14th July 2012.

8. The SASIG group is invited to future RTF meetings.