

Highways Agency and Freight Transport Association

Memorandum of Understanding



Contents

- 1. The Parties**
- 2. Purpose**
- 3. Status**
- 4. Aims**
- 5. Objectives**
- 6. Areas of joint responsibility**
- 7. Confidentiality provisions**
- 8. Joint review**

Annex 1: Overview of both organisations

Annex 2: Issues of mutual interest

Annex 3: Highways Agency objectives

Annex 4: Freight Transport Association objectives



1. The Parties

Highways Agency (HA)
Freight Transport Association (FTA)

(Together the 'Parties')

2. Purpose

- 2.1. The purpose of this Memorandum is to establish a platform for effective co-operation and understanding between the Parties and develop areas of mutual interest.
- 2.2. Its aim is to identify and facilitate agreed actions between the Parties by promoting good co-operation and communication.

3. Status

- 3.1. This Memorandum covers work areas which are the direct responsibilities of the Parties in England.
- 3.2. This Memorandum does not and is not intended to create any legal relationship between the Parties. All matters described in this Memorandum are subject to appropriate corporate and regulatory authorisation and where appropriate formal agreement.
- 3.3. Nothing in this Memorandum shall affect the statutory or regulatory duties or responsibilities of either Party and its existence does not preclude the taking of independent actions by FTA or HA where either Party considers it is appropriate to do so.
- 3.4. This Memorandum does not commit either Party to the allocation of funds or other resources although the Parties agree in good faith to deliver against the agreed work areas covered by the schedule(s) subject to their other duties and the corporate framework within which they operate.

4. Aims

- 4.1. The shared aims of the Parties are:
 - (a) To develop areas of mutual interest and opportunities for joint working; and
 - (b) To establish both short and long term objectives and actions that encourage better co-operation and working between the Parties.
-

5. Objectives

5.1. This Memorandum is intended to:

- (a) Encourage more effective communication between the Parties at all levels;
- (b) Promote closer co-operation on strategic, area specific or local projects;
- (c) Identify opportunities to improve efficiency through sharing of best practice between the Parties.

6. Areas of joint responsibility

6.1. The Parties will:

- (a) Work together to promote and develop relevant transport initiatives;
- (b) Work in good faith to develop relationships at a local level in addition to maintaining a good relationship at policy/national level;
- (c) Develop protocols for managing issues of joint concern; and
- (d) Exchange and keep up to date a list of internal contacts and a plan of the structure of each organisation.

6.2. First years objectives:

- (a) Improve the timely flow of traffic information between HA and FTA.
 - (b) Development of clearer 'travel warnings' for severe weather such as snow and ice warnings for HGV's.
 - (c) Encourage operators to raise focus on driver and vehicle ability during severe weather.
 - (d) HA and FTA to ensure an Annual Review of all objectives is undertaken in order to agree subsequent or new tasks and review first year objectives
-

7. Confidentiality provisions

- 7.1. Subject to any statutory and regulatory requirements either Party may request that commercially confidential information provided in connection with this Memorandum should not be disclosed. Any information regarded by either Party as commercially confidential may be provided separately, so as not to inhibit the disclosure of other information.

- 7.2. If the HA (as a public authority) under the Freedom of Information Act 2000 receives a request for information relating to activities undertaken under this Memorandum, it shall inform FTA of the request as soon as possible and discuss the potential application of any exemption. For the purposes of section 43(2) of the Act, the Parties acknowledge and agree that the disclosure of any commercially sensitive information relating to the activities undertaken under this Memorandum is likely to prejudice the commercial interests of the Parties.

8. Joint review

- 8.1. This Memorandum will be reviewed annually.
-

For the Highways Agency

..... Date

Graham Dalton
Chief Executive

For Freight Transport Association

..... Date

Theo de Pencier
Chief Executive

Annex 1: Overview of both organisations

Freight Transport Association (FTA)

The Freight Transport Association is the primary UK Trade Association who represents the freight transport interest of some 14,000 companies moving goods by road, rail, sea and air. FTA members operate over 200,000 goods vehicles - almost half the UK fleet. In addition FTA members consign over 90 per cent of the freight moved by rail and over 70 per cent of sea and air freight.

The Association employs over 400 people including consisting of a large auditing service with 170 employed in the vehicle inspection service and 170 and over 130 in the tachograph inspection service. The remainder is spread across training, consultancy, policy representation, information services sales and administration.

The Association has its head office in Tunbridge Wells and operates regional offices in Leamington Spa, Leeds, Stirling and Belfast.

Highways Agency

The Highways Agency is an Executive Agency of the Department for Transport and is responsible for operating, maintaining and improving the strategic road network in England on behalf of the Secretary of State for Transport.

The Highways Agency has a major role in delivering the Government's Strategy for transport planning for 2014 and beyond "Delivering a Sustainable Transport System". It is also charged with supporting wider Government policy. In January 2009 the future Motorways and Major Trunk Roads Programme was published, setting out how the Government plans to invest up to £6 billion to increase capacity on the nation's busiest strategic roads.

HA's road network is valued at over £87bn and comprises some 4,800 miles or 7,754km of trunk roads including motorways. Its network carries a third of all road traffic in England and two thirds of all heavy freight traffic, with over 170 billion vehicle kilometres of journeys undertaken each year.

HA employs over 3,000 people, including 1,800 working for its Traffic Officer Service.

Annex 2: Issues of mutual interest

To establish joint working and secure the long-term benefits of mutual collaboration, FTA and HA will focus initially on six areas of mutual interest. The following groupings have been identified and these will form the priorities for the two organisations in the first year. This will be developed in year one into a framework for ongoing work. Details of the way forward, agreed actions and planned milestones will be tracked within a joint partnership programme document which will be maintained by the Highways Agency. This document will be separate from the MoU.

1. Information

Identify and provide information which will, cost effectively deliver benefits for FTA members, to inform them about incidents to improve safety and journey reliability.

2. Reliability and safety

Examine and develop procedures covering specific areas such as post incident or breakdown recovery, with the aim of improving services to FTA members, resulting in safety and journey reliability benefits whilst protecting the environment.

3. New initiatives

The Parties to consult and collaborate in advance of the planned implementation of new initiatives.

4. Long term issues

Collaborate on mutual interest topics such as lorry parking, rest areas.

5. Intelligence

Consider opportunities to make better use of and share intelligence with the aim of achieving a better mutual understanding, to improve the effectiveness of current initiatives and inform the development of new initiatives, e.g. incident causational factors.

6. Best practice

Collaborate to develop and disseminate best practice in identified topic areas.

Annex 3: Highways Agency objectives

Vision

A strategic road network in England that works for everyone.

Aim

Safe roads, Reliable journeys, Informed travellers

Objectives

1. Our primary objective is to deliver a high quality service to all our customers by:

- Reducing congestion and improving reliability
- Improving road safety
- Respecting the environment
- Seeking and responding to feedback from our customers

We also have four enabling objectives:

2. To ensure more effective delivery through better working relationships.
3. To implement best practice and innovative solutions to improve service now and in the future.
4. To be a good employer.
5. To be an efficient agency with effective business processes and resource management systems.

Values

Customer service

We put our customers first and aim to deliver world class quality of service

Teamwork

We work together in dynamic teams and partnerships

Continuous improvement

We are committed to learning, innovation and flexibility

Diversity

We value people for who they are and their contributions

Best value

We provide quality services that provide value for money

Integrity

We build trust by acting with honesty, openness and fairness

Annex 4: Freight Transport Association objectives

Vision

Ensuring compliance, and advancing performance.

FTA is dedicated to its members, helping ensure their compliance and advancing their performance.

Ensuring compliance

FTA works to ensure members meet compliance requirements today and have advance warnings and support for planning for compliance in the future.

FTA also empowers members through training to ensure knowledge of compliance issues, standards and requirements. The Association provides auditing services to assess driver's hours and vehicle maintenance processes to ensure compliance to the operator licence regulations.

Advancing performance

FTA campaigns for the legal, cost and structural infrastructure most conducive for efficient freight movement establishing performance standards and facilitating development of best practice.

FTA works to raise the profile of the freight movement industry. We empower and advance the skills of the drivers and managers in the industry. The Association also provides auditing and consultancy to provide a benchmark for performance improvement planning and suggestions for future enhancement of operations.
