



**South London Freight Quality Partnership
Steering Group Meeting Minutes
17th February 2011
Croydon Town Hall
London Borough of Croydon**

QUALITY PARTNERSHIP

Attendees:

Name	Organisation
Alan Lewis	TTR/Chair SLFQP
Chris Douglas	TTR
Donald Chalker	TTR
Clive Simmonds	LB Croydon
Peter Stunell	LB Lewisham
Alex Forrest	LB Sutton
Mike Hudson	PIE
Dick Allard	The London Forum
Alan Lucking	LB Bromley
Clive Barker	CSB Logistics
Matt Barker	CSB Logistics
Ashley Heller	LB Merton
Chris Ktorides	LB Croydon
Ian Smith	South London Partnership
Linda Johnston	LB Croydon
Miar Crutchley	LB Croydon
Peter Blaine	TfL
Natalie Chapman	Freight Transport Association
Dave Tidley	LB Wandsworth
David Silvey (part)	ODA
Maria Chapman	Croydon Town Centre
Tamsin Williams	LB Merton

Apologies:

Paul Dearman	RB Kingston
Paul Drummond	RB Kingston
Paul Croxon	LB Croydon
David Scott-Smith	Road Haulage Association
Stewart Saunders	LB Croydon
Iain Forbes	LB Bromley
John Sibson	LB Wandsworth
Jill Phillips	LB Wandsworth
Morag White	Sainsbury's
Peter Hitchings	Surrey County Council
Dave Kennett	LB Wandsworth

1. Welcome, Introductions and Apologies

A welcome was extended to new colleagues attending the meeting for the first time.

2. Review Minutes of Last Meeting – 3rd November, 2010

The minutes from the meeting held on 3rd November, 2010 were approved and all actions were confirmed as having been completed.

3. Update on 2011/12

South London Transport Partnership/Transport Strategy

Ian Smith from South London Transport Partnership explained the development of the South London Prospectus (of which transport is a component element), the structure of the South London Transport Strategy Board and its theme working groups (including freight). It is possible that the FQP may map across to the Freight theme working group, subject to a review of objectives and membership. A programme of work is still to be decided, along with available finances. The Strategy Board is due to meet on 2nd March and more detail should be available thereafter. A meeting to help smooth the transition between past and future structure and arrangements was proposed and agreed, subject to a suitable date being available – see date of next meeting.

4. Sustaining Deliveries & Servicing during the Olympics

David Silvey from ODA gave a presentation on delivery & servicing activity on the ORN during the Olympic and Paralympic Games. Businesses are being encouraged to assess the likely impact of the Games by reviewing the ORN plans, reviewing where other supporting events are taking place, liaising with their suppliers and carriers and putting plans in place to cater for the inevitable disruption to normal delivery patterns.

Action: D Silvey to check the status of TROs currently being developed.

Delivery & Servicing Toolkit for Summer 2012

TTR introduced their Delivery & Servicing Toolkit for Summer 2012, which is designed to help businesses and other organisations develop delivery & servicing plans which can lead to efficiency improvements now, during the periods of the Olympic and Paralympic games and, importantly, as a legacy after the Games. More information on the Toolkit is available from Chris Douglas at TTR on request (chris.douglas@ttr-ltd.com).

5. Progress Updates 2010/11

Commercial Vehicle Route Mapping

- All development work has been completed and the full series of South London route maps has been uploaded to the SLFQP section of the [londonsfqps](http://www.londonsfqps.com) website. A selection of maps are also available from the TfL freight microsite: <http://www.tfl.gov.uk/microsites/freight/publications.aspx>

Construction Logistics Planning

- A periodic progress review of the Croydon Hub development CLP has been undertaken.
- Work continues to develop a broader framework CLP solution for Croydon Town Centre. This work will be ongoing as a Borough initiative during 2011/12 and beyond.

Wimbledon Station Area DSP

- This has been a follow-up project to the 2009 Delivery and Servicing study, focusing on the station and its immediate environs.
- Stakeholders have included L.B. Merton, Network Rail, South West Trains and local businesses and the aim is to ensure businesses can function as usual during the planned changes to the station and its forecourt.
- Work involves developing Action and Communications plans, including a retailers' meeting at the station to help raise awareness.
- The actions contained within the DSP are operational, as well as focusing on enhanced communication and enforcement.
- In addition to normal station activity, the DSP takes into account the annual Wimbledon fortnight as well as London 2012 Olympics.

Lee Area DSP

- Issues being addressed concern parking and access to the local Travis Perkins/Citroen garage, within a residential area.
- The DSP also covers parking and 'through traffic' issues and provides options for both the garage and Travis Perkins site, including a booking-in system for deliveries and the potential for load consolidation.

Putney High Street Study

- This work was postponed from the original planned date until autumn 2010 due to major gas main repairs on the South Circular Road (A205).
- The work was initiated due to local traffic and air quality issues.
- Observation and consultation work was completed in November 2010.
- Work included a FERS audit.
- The draft report, including a package of recommended measures, was presented to LB Wandsworth at the end of January, 2011 and has been well received
- A final version of the report allowing for client comments will be posted on the SLFQP section of the londonsfqps website shortly.

Initial investigation of issues in St John's Rd, Wandsworth

- Conflict has been reported in this area between HGVs, buses and cyclists.
- An initial observation study was undertaken to scope out and report on the extent of the problem.
- The report is currently being drafted and will be posted on the SLFQP section of the londonsfqps website after client approval

6. Borough LIP Submissions and the MTS

- Sutton, Bromley, Lewisham and Wandsworth consultations are now complete. Merton's in ongoing. Croydon's consultation document will be issued by the end of February. Boroughs are expecting to hear back from TfL shortly.
- Comments on freight aspects of the LIPS have been fed into the consultation process by the SLFQP co-ordinator and from discussion within the meeting were found to be useful.

7. Any Other Business

- Feedback on TRAILBLAZER Launch Conference: The TRAILBLAZER project aims to promote the concept of DSPs and a series of practical workshops across Europe are being arranged for later in the year. The TRAILBLAZER launch conference was held in Sutton during January and was deemed to be a great success. Thanks were offered to Alex Forrest and colleagues at Sutton for hosting the event.
- Tightened LEZ restrictions 2012: the range of vehicles to which the LEZ applies will be extended to include vans and minibuses (likely to apply to vehicles more than 11 years old). Additionally the emissions level thresholds will be tightened for goods vehicles that are already covered by the LEZ.
- Updated TfL Guidance on Travel Planning for New Development: updated guidance has been produced by TfL, which encourages the use of DSPs as well as Travel Plans. An information event is due to be held by TfL in the afternoon of 21st March. For more information visit newwaytoplan.org.uk
- Central London FQP Consolidation event: the CLFQP has arranged a morning event covering consolidation to be held at the University of Westminster on 5th April, which SLFQP is happy to support given the previous study work conducted on this subject in the South London area.

Action: TTR to circulate event information – see conference flyer at the end of these minutes

- FTA Urban Logistics Conference: this event will be held on 12th April in Manchester. Information is available from the FTA website.

8. Date of Next meeting

Two possible dates were proposed for a transition meeting were proposed. Due to a clash between the preferred date and elections the meeting has now been fixed for:

- 2pm on 19th May 2011 in room F4 at Croydon Town Hall.

FREIGHT CONSOLIDATION WORKSHOP

5th April 2011

VENUE

University of Westminster
309 Regents Street
London W1B 2UW

09.00 – 13.45 including Buffet Lunch

The CLFQP have arranged a half day workshop on Freight Consolidation

This half day workshop will bring Local Authorities/Boroughs and Freight partners together to focus on best practice, current thinking and a real opportunity to discuss the direction, benefits and challenges for Freight Consolidation.

Programme

09.00	Coffee	
09.30 - 09.40	Introduction and welcome to the Workshop	Mike Browne
09.40 - 10.05	Freight Consolidation Centre Report (DfT)	Alan Lewis (TTR)
10.05 - 10.30	Micro Consolidation (Office Depot/Gnewt Cargo)	Matt Linnecar
10.30 - 10.55	A Users Perspective (Clipper Logistics)	Gordon Watts
10.55 - 11.15	Coffee	
11.15 - 12.30	Workshop Discussion Panel (including CLFQP, borough representative and industry)	
12.30 - 12.40	Chairman's Closing Remarks	Mike Browne
12.45 - 13.45	Buffet Lunch	