



**South London Freight Quality Partnership
Steering Group Meeting Minutes
20th October 2009
Guildhall, High Street
Kingston
KT1 1EU**

QUALITY PARTNERSHIP

Attendees:

Name	Organisation
Alan Lewis	TTR/Chair SLFQP
Chris Douglas	TTR
Ashley Heller	LB Merton
Clive Simmonds	LB Croydon
Alan Lucking	LB Bromley
Paul Croxon	LB Croydon
Paul Drummond	RB Kingston
Alex Forrest	LB Sutton
Peter Hitchings	Surrey CC
Nadir Hafeez	TfL
John Sibson	LB Wandsworth
Natalie Chapman	FTA
Roseline Holt	J Sainsbury
Iain Forbes	LB Bromley
Corina Negrea	TTR
Paul Dearman	RB Kingston
Dick Allard	The London Forum

Apologies:

Stewart Sunders	LB Croydon
Richard Kingsbury	LB Sutton
Eddie Steadman	LB Sutton
Clive Barker	CBS Logistics
Peter Blaine	TfL

1. Review Minutes of Last Meeting – 1st July 2009

The minutes from the meeting held on 1st July 2009 were approved

2. Guest Speaker: Congestion Charging and Traffic Enforcement in London – Nadir Hafeez, TfL

- Delivery issues on Red Routes: operators from Cash in Transit industry, Brewery logistics Group and 3663 have been invited to get involved via a memorandum of understanding that balances dispensation to unload at agreed points on red routes with improved operational practices that do not impact significantly on congestion.
- Traffic compliance: introduction of 20 min observation on Red Routes
- Driving force is to reduce the number of PCN issues via less harsh enforcement regime coupled with the potential for appeal by telephone with written confirmation being issued. Overall the hope is that less resource will be wasted appealing PCNs.

- Change in minor infringements: Sunday enforcement regime being extended to Bank Holidays
- Query was raised as to whether local convenience stores to be added to the list
- The publicity around the introduction of these measures has been deliberately low key up to now until they are properly tested.
- Need to establish if the new measures result in reduction of the number of PCN issued and cost reduction.
- Queries were raised about problems being likely / possible due to perceived inconsistencies between red route enforcement and local (i.e. Borough) enforcement regimes. NH stated that meetings to address this issue had been undertaken.
- NH confirmed happy to act as a TfL conduit for queries relating to deliveries to stores affected by adjacent bus stops and red routes.

Action: NH to supply copy of Drivers' Charter to TTR so that it can be circulated with the minutes.

3. Report of 2009/10 Progress Updates

Sutton Town Centre Delivery and Servicing Study

- Draft report submitted with recommendations on:
 - Times of access to the High Street
 - HGV access routes
 - Vehicles reversing on the gyratory system
 - Freight aspects of the Town Centre Area Action Plan
 - Future management of delivery and servicing activity – DSPs, CLPs, FERS audits

Action: TTR to check extent of consultation undertaken with residents' groups, such as the Sutton Society.

South Wimbledon Business Area Signage Review

- Report drafted and submitted early Oct to LB Merton
- Further site visit conducted Sept 09 to validate and capture additional images
- Series of signage improvement recommendations – key recommendation for uniform branding of area and clear identity boards at entrances
- Borough expects to act on the recommendations quickly

Kingston Freight Zoning Review

- Aims of work to assess signage for delivery zoning in Kingston Town Centre and develop Marketing Strategy to increase awareness among local businesses
- On-site walk-around and drive-through completed early July
- Report drafting and development of Marketing Strategy and Action Plan during August and Sept

- Town Centre Freight Map developed in draft design format

Delivery & Servicing Plans

- Bromley – Inception meeting held in September. Discussions taking place with Procurement.
- Croydon – Met with Procurement and held discussions with Office Depot. Including DSPs in their updated Environmental Policy.
- Sutton – Ecological are preparing the business case for their DSP.

Construction Logistics Plans

- Croydon – Discussions around Borough office redevelopment stalled
- Kingston – Meeting held in September based on Town Centre AAP possibilities.
- Bromley & Wandsworth – Discussions to be opened about AAP / major developments in the pipeline

Night-time Deliveries

- Beckenham trial ended late June 09
- Sainsbury's collating operational data
- Case study drafting underway

Commercial Vehicle PCN Flag

- Implemented – Croydon and Sutton
- Met with Wandsworth to discuss. Awaiting response from Officer.
- Information sent from TfL to Richmond.
- Continuing to establish correct contact with remaining Boroughs

Wimbledon Station Approach Delivery and Servicing Review

- Observe current delivery and servicing activity at Wimbledon Station Approach
- Assess impact of wider Station Approach scheme on D&S activity, including suitability of planned delivery bay
- Undertake FERS audit
- Study commences in November.

4. Update and Discussion on the Future of SLFQP

- Partnership Review was discussed at some length and agreement was reached that from a freight perspective it would be better if the chosen approach is one of sub-regional partnerships, with one covering South London that the FQP could tie into.
- Decision date for future structure is unknown but it would come into force for 2011/12 financial year.

- Response to funding request for 2010/11 from Boroughs had fallen into 2 camps (in addition to the £20,000 core funding allocated to LB Croydon):
 - LBs Croydon, Bromley, Merton, Wandsworth & Lewisham had stated that £10,000 funding would be included in draft funding list for political approval. Croydon, Bromley & Merton confirmed as approved. No confirmation from Wandsworth & Lewisham.
 - LBs Sutton, Kingston and Richmond confirmed that they would not be contributing in this way, but hoped / expected that the SLFQP would link into local or area-based schemes so that the freight expertise could be utilised through those budgets on a project by project basis.
- Future meeting will be needed to establish the basis on which funding is allocated to projects taking into account the different approaches of member Boroughs
- Future FQP activities will be determined by London Freight Plan and also Mayor's Transport Strategy, which would also drive the production of subregional transport strategies.

Action: TTR to respond to the public consultation on Partnerships' Review, London Air Quality Strategy (open until 30/11/09) and Mayor's Transport Strategy (open until 12/1/10).

Action: TTR to follow up with Lewisham and Wandsworth to confirm if SLFQP funding had been included in final submission to TfL, following political review.

5. SLFQP Events

- Rail freight visit: AL accompanied representatives from LB Richmond, LB Kingston and Surrey CC on a visit to the Day Aggregates rail terminal in Tolworth
- Site is well managed to mitigate any local environmental effects and was positively viewed by all those who visited
- Borough freight events:
 - LB Sutton event confirmed for 18 November 2009
 - LB Wandsworth event confirmed (after meeting) for 20 November 2009
 - Opportunity exists for other Boroughs as well

6. Other Business

- Discussed need for development of lorry parking facilities for South London and potential for lorry parking study to assess provision, capacity and usage

7. Next meeting

- 10.30am on 20th January 2010 at Merton Civic Centre, London Road, Morden