

South London Freight Quality Partnership
Steering Group Meeting Minutes
1st July, 2009
Croydon Town Hall, Croydon, London

Attendees

Name	Affiliation
D Allard (DA)	The London Forum
P Blaine (PB)	Transport for London
N Chapman (NC)	Freight Transport Association
P Dearman (PD)	RB Kingston
I Forbes (IF)	LB Bromley
A Forrest (AF)	LB Sutton
K Gwam (KG)	LB Richmond
A Heller (AH)	LB Merton
P Hitchings (PH)	Surrey CC
R Kingsbury (RK)	LB Sutton
A Lucking (AL)	SELTRANS
S Saunders (SS)	LB Croydon
C Simmonds (CS)	LB Croydon
R Emmett (RE)	LB Croydon
A Lewis (AL)	TTR
D Chalker (DC)	TTR
C Douglas (CD)	TTR

Apologies

S Potter	LB Croydon
C Ktorides	LB Croydon
D Goodwin	LB Lewisham
M Robertson	J Sainsbury's
R Holt	J Sainsbury's

2. Review of the minutes from the December 08 Steering Group meeting

- The minutes from the meeting held on 25th March 2009 in Merton were approved

Update on Minuted Actions:

- PD had now approved the final Tolworth Freight Movement Study report
- R Kingsbury confirmed he was in a position to provide an update on PCN flag implementation
- PD confirmed that Chessington signage had now progressed to detailed planning and design stage

- AH confirmed that Merton's mapping projects had been completed and copies had been forwarded to AL for circulation to FTA/RHA
- Approximately £10,000 funding remains for project ideas and one suggestion had been received from LB Merton
- TTR had met with Network Rail to discuss rail freight in South London. An update would be given under the appropriate agenda item
- It was recommended that an HGV overnight parking study for South London be considered as a future project

Action: AL to forward copies of new Merton maps to FTA/RHA, once available

3. Report of 2009/10 Progress Updates

Construction Logistics Planning - Update

- South London FQP has engaged with and held meetings with a range of CLP partners, particularly in respect of the redevelopment of the Croydon Council offices
- LB Croydon has held its own internal discussions and is keen to see CLPs and DSPs implemented in new developments
- RB Kingston will commission major redevelopment of Kingston Town Centre. Once Scheme Consultant appointed it is hoped that SLFQP would feed expertise into the process
- This could involve the FQP being invited to and participating in planning meetings

Delivery and Servicing Plan Scoping - Update

- Phase 2 work, moving beyond scoping and considering the process towards implementation, has commenced, with meetings already held with Croydon and Sutton, with Bromley meeting to be arranged
- TfL confirmed a DSP has been developed and implemented for its offices at Palestra with measurable positive impacts. Guidance on the process adopted and the impacts will be disseminated to Boroughs as part of the process for developing the business case for DSPs.
- A bid under the EC Intelligent Energy Europe programme, named 'TRAILBLAZER' and focusing on DSP development was submitted at the end of June, including Sutton and Croydon as project partners.

Night-time Deliveries – Update

- A night-time delivery trial, facilitated by the SLFQP, was planned and implemented at Sainsbury's Beckenham store
- The trial commenced on 14th April and a project team comprising representatives from the FQP, J Sainsbury's and LB Bromley managed all aspects of the study, including agreeing the operational plans, noise mitigation measures implemented and data to be collected
- The trial was voluntarily brought to a close on Sunday 28th June, due to the extent of local resident complaints

- Good quality data had been collected throughout the trial's duration, enabling an assessment of the operational and environmental benefits experienced
- All background, data, analysis and findings will be written-up by the FQP in a full trial report
- It is expected that this written report will provide useful best practice and lessons learned information for other future trials in alternative locations

Commercial Vehicle PCN Flag

- RK provided an update on PCN flag implementation in LB Sutton
- It had been discovered that the PCN flag had not actually been introduced as a compulsory field on the LB Sutton system, leaving it to the discretion of individual CEOs as to whether to enter commercial vehicle data into the system.
- This issue has now been addressed and staff members have been retrained. Since it is a requirement to record every vehicle as either private or commercial, those who persist in forgetting to complete the field are not classifying the vehicle at all, which shows up clearly on the report. LB Sutton is now monitoring the use of the flag by individual CEOs on a daily basis. Where individual CEOs continue to comply they will be reminded of their responsibilities until they are all recording the information 100% of the time
- Over time, lessons would be shared with other Boroughs
- AL reminded that funding is available to support PCN Flag implementation in other Boroughs

Action: RK to provide a further update at a subsequent meeting

Action: DC to follow up on behalf of the FQP with the relevant representatives of the Boroughs that are still to adopt the PCN flag.

South Wimbledon Business Area Signage Review - Update

- The on-site signage review work has been completed and a draft report produced which is currently undergoing internal review

Tolworth Broadway Freight Movement Study and Chessington Industrial Estate HGV Signage – Update

- PD confirmed that the Tolworth Freight Movement Study report has been approved by PD and the FQP will be invited to meet with the Scheme Consultants, in due course, to provide input into Scheme development
- PD confirmed that the Chessington signage review report has been approved and progress had been made internally within RB Kingston on the design and implementation of some of the key signage recommendations. PD will apply for alternative funding from elsewhere for the additional signage recommendations

Merton Local Mapping

- Local maps for Colliers Wood and Wimbledon are now available in electronic format only (due to the dynamic nature of the areas in question)

Action: TTR to forward copies to FTA and RHA for further dissemination to members

New Projects

- Sutton Town Centre Freight Movement study has commenced and will involve vehicle observation and business survey work to understand the current nature of freight movement within the town centre and the impact of amended hours for pedestrianised areas.
- Kingston Town Centre Delivery Zoning review has commenced, involving a critical review of the quality, availability and visibility of signage for the delivery zones in Kingston Town Centre, supplemented by the development of a marketing plan to increase awareness among local businesses and their suppliers/carriers

4. London Lorry Control Scheme Consultation

- London Councils Consultation concerning amendments to the LLCS is underway
- There is the potential for the need to display permits on vehicles to be removed
- FORS might be used as the basis for a system of 'deemed compliance'
- Publicity is needed to increase awareness of the scheme among the general public
- Exemptions should be reviewed to consider the case of highways maintenance teams moving along unpredictable routes
- Scheme enforcement is antiquated and could benefit from the use of cameras

Action: AL to respond on behalf of the SLFQP

5. Looking Ahead Beyond 2009/10

- Funding for the FQP beyond 2009/10 is very unclear
- There will be a £20k transitional allocation to LB Croydon for 2010/11 which could be allocated to a Croydon FQP or contribute to funding for a wider South London FQP
- TfL Freight Unit budget is being significantly reduced and PB confirmed that beyond this year there would be no budgets made available for FQP project work. From April 2010 there would be no budget allocated by the Freight Unit for freight projects in the Boroughs
- General agreement that this will have a significant impact on the profile of freight in the Boroughs, with many likely to again overlook freight issues, as was often the case prior to the FQPs and their funded project work.
- NC confirmed that, from an industry perspective, it is important that operators see FQPs making real progress and actually delivering improvements, rather

than merely acting as 'talking shops'. Industry interest and involvement will drop significantly if the emphasis changes from delivery to merely discussion

- PD suggested that he (and others) might access freight project funding from Area Based Schemes (ABS) resources but any work would still require FQP input and expertise
- AH confirmed the importance to him of having access to the FQP as a 'Centre of Excellence', which he felt was crucial given Boroughs generally do not have their own in-house freight expertise
- CS stressed the importance of the FQP and explained how it had developed over the years to become an invaluable platform and resource for Borough officers
- IF suggested that each Borough could contribute a small amount of budget to help support the FQP, supplementing the £20k Croydon pot. £10k per Borough was suggested but PD felt this might be too high and possibly difficult to secure internally

Action: TTR to draft a letter template for Borough contacts to pass to their LIP managers in an attempt to secure internal funding

6. Any Other Business

- Rail Freight in South London
 - TTR had met with Network Rail and a visit to Days Aggregates depot in Purley had been arranged for 13th July. Possible future visits to other Days Aggregates locations were also feasible
 - PD suggested that EWS should also be approached and included in any strategic discussions

7. Next Meeting

The next meeting will take place in RB Kingston Guildhall at 10.30am on 22nd September 2009

TTR 09/07/09