

South London Freight Quality Partnership
Steering Group Meeting Minutes
25th March, 2009
Merton Civic Centre, Morden, London

Attendees

Name	Affiliation
D Allard (DA)	The London Forum
C Barker (CB)	CSB Logistics
C Chowns (CC)	LB Merton
P Dearman (PD)	RB Kingston
S Glass (SG)	LB Bromley
K Gwam (KG)	LB Richmond
A Heller (AH)	LB Merton
P Hitchings (PH)	Surrey CC
R Holt (RH)	J Sainsbury's
D Kennett (DK)	LB Wandsworth
R Kingsbury (RK)	LB Sutton
A Lucking (AL)	SELTRANS
H Pugh (HP)	LB Bromley
S Saunders (SS)	LB Croydon
C Simmonds (CS)	LB Croydon
A Lewis (AL)	TTR
C Douglas (CD)	TTR

Apologies

S Potter	LB Croydon
G Telling	FTA
N Chapman	FTA
D Goodwin	LB Lewisham
M Robertson	J Sainsbury's
P Blaine	TfL
I Forbes	LB Bromley
J Sibson	LB Wandsworth
P Croxon	LB Croydon
A Forrest	LB Sutton
T Powell	LB Richmond

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

- The minutes from the December 08 meeting in Bromley were approved

3. Report of 2008/09 Progress Updates

Construction Logistics Planning - Update

- Discussions concerning a strategic approach to CLP development are ongoing with TfL
- Identification of forthcoming developments with Borough planners/developers/agents has been completed and details submitted to TfL
- Urgent distribution of TfL guidance is key as there is currently an acknowledged lack of ability at Borough level to deal with both CLPs and DSPs
- Guidance for CLPs and DSPs should be accessible and usable, not stretching to hundreds of pages of complex information
- There is also a lack of available resource and funding for the specialist roles within Boroughs will need to be clarified
- Croydon Council is happy, in principle, to use their relocation to new premises as a test for a more strategic approach to improving construction logistics
- Workshops for Borough officers dealing with CLPs will be essential
- A key issue with both CLPs and DSPs relates to follow-up audits by Boroughs to ensure that what has been agreed to be done has indeed been carried out
- Battersea Power Station is a major imminent development site within Wandsworth, as is the relocation of the US Embassy to within the Borough

Delivery and Servicing Plan Scoping - Update

- Many of the points raised within the discussions on CLPs related also to DSPs
- Phase 1 DSP work has been completed, with 3 scoping reports submitted
- Phase 2 work is about to start, considering progress towards implementation
- Work continues liaising with the consultants appointed by TfL that are looking at DSPs on a pan-London level

Night-time Deliveries – Update

- The South London FQP continues to facilitate discussions between J Sainsbury's and local Boroughs
- 4 sites have been assessed, each with its own specific issues
- There is potential for an out-of-hours delivery trial at one of the sites

PCN Legal Loading Initiative

- Tolworth survey work has now been completed and a report submitted to PD. Presentation to local Forum due at end of April
- PD felt the consultation exercise was very worthwhile and will help to inform further scheme development
- Survey work in South Wimbledon is also now fully complete, with a presentation delivered recently to the local business forum
- RK has sent an order to LB Sutton's software supplier to instruct them to make alterations to allow commercial vehicle data to be extracted
- It was widely agreed that TfL funding would be required to support system upgrades, as individual Boroughs are unlikely to fund directly themselves

Action: PD to confirm approval of Tolworth report

Action: RK to present on system upgrade at next meeting

Clean Delivery Vehicles - Update

- Clean delivery vehicle study report has now been finalised and will be uploaded on the new website, covering all London FQPs

Note: a copy of the report accompanies these minutes

Chessington Industrial Estate HGV Signage – Update

- The signage review undertaken at Chessington Industrial Estate has been completed and a report submitted to PD
- Next steps are to agree sign priorities linked to available funding and proceed to commissioning design work
- Main Industrial Estate sign at entrance to Jubilee Way deemed to be major priority
- PD commented that Chessington Industrial Estate signage has also been erected by Surrey CC within their area

Action: PD to advise on preferred signage options for Chessington Industrial Estate

Merton Local Mapping

- Local maps for Colliers Wood and Wimbledon are now available

Action: AH to supply electronic versions to TTR for posting on website

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

Visit to Sainsbury's Distribution Centre

- The South London FQP visit to Sainsbury's distribution centre at Waltham Point on 19th February was deemed a great success and considered extremely useful for Borough officers. Thanks were expressed again to Sainsbury's for hosting the event

4. The Freight Environment Review System

- Further comments have been requested by TRL on the final phase of the consultation – the checklist
- TRL also looking for trial sites for validation audits, with budget available under their project

Note: a copy of the final phase consultation document accompanies these minutes

5. Freight Operator Recognition Scheme

- TfL continues to push promotion of FORS
- TTR involved in contacting operators based in South Wimbledon and Chessington, on TfL's behalf, to increase awareness and encourage sign-up

6. Looking Ahead – South London FQP 2009/10

- TTR contract to continue to manage the FQP in place until 30th Sept 09
- Budget proposal had been made to TfL for approval for –
 - Sutton Town Centre freight transport review
 - Kingston Town Centre zonal signage review and publicity
 - South Wimbledon Business Area signage review
 - Ongoing management and publicity
- Other ideas from Member Boroughs are still able to be considered
- FQP also to make a presentation to SWELTRAC on 12th May
- Project ideas for financial year 2010/2011 for freight unit funding through SLFQP would already be welcomed.

Action: All FQP Borough members to give consideration to project ideas which could supplement current proposed list for 2009/10

Action: All FQP Borough members to give consideration to project ideas for 2010/2011

7. Any Other Business

- Rail Freight in London –
 - LB Croydon recently requested the SLFQP look at the potential for increased rail freight within South London. TfL agreed to pursue with own contacts while FQP approached Network Rail and obtained copy of South London Route Utilisation Strategy (RUS)

Action: TTR to review South London RUS and report to LB Croydon

- Overnight Truck Parking –
 - Surrey CC, LB Croydon and RB Kingston highlighted issues relating to overnight truck parking and lack of available capacity within South London

Action: TTR to propose South London Overnight Lorry Parking Study as addition to project list for 09/10

8. Next Meeting

The next meeting will take place in LB Croydon on the morning of Wednesday 1st July 2009

TTR 06/04/09