

South London Freight Quality Partnership
Steering Group Meeting Minutes
2nd September, 2008
Civic Offices, Sutton, London

Attendees

Name	Affiliation
Dick Allard (DA)	London Forum
Peter Blaine (PB)	Transport for London
Paul Croxon (PC)	LB Croydon
Marc Dubet (MD)	LB Merton
Iain Forbes (IF)	LB Bromley
Alex Forrest (AF)	LB Sutton
Ashley Heller (AH)	LB Merton
David Kennett (DK)	LB Wandsworth
Richard Kingsbury (RK)	LB Sutton
Eddie Stedman (ES)	LB Sutton
Stewart Saunders (SS)	LB Croydon
Rhona Munck (RM)	Transport for London (Guest Speaker)
Trevor Lancefield (TL)	Ecological (Guest Speaker)
Tansy Wenham-Prosser (TW-P)	Ecological (Guest Speaker)
Alan Lewis (AL)	TTR
Chris Douglas (CD)	TTR

Apologies

Clive Barker	CSB Logistics
Natalie Chapman	Freight Transport Association
Steve Glass	LB Bromley
Jay Judge	Royal Borough of Kingston
Alan Lucking	SELTRANS
Morag Robertson	Sainsbury's
Clive Simmonds	LB Croydon

Review of the minutes from the May 08 Steering Group meeting

- RK provided details of a supplier quote (approximately £650) to set up a report to provide PCN data for commercial vehicles within Sutton.

- Minutes from the previous meeting, held on 21st May 2008, were approved.

Confirmation of SLFQP 09/10 Funding Application

- AL gave an outline of progress with the funding application for proposed SLFQP activities in 09/10. All specific schemes requested by SLFQP Boroughs have been included in the application.
- PB confirmed that the application has already been reviewed by TfL and that an announcement would be due in November 2008.

Update on the Low Emission Zone - TfL

- RM gave an update on LEZ implementation.
- The scheme had a successful launch, with increasing levels of compliance seen during both Phases 1 and 2.
- Phase 1 compliance, immediately after launch, had been approximately 75%, increasing to 92% compliance at the end of week 1 and leading to 96% current compliance levels.
- Phase 2 compliance, immediately after launch, had been approximately 61%, increasing to 89% compliance at the end of week 1 and leading to 93% current compliance levels
- Enforcement against foreign vehicles failing to comply, remains an issue
- Foreign vehicles can be registered with TfL
- No detailed data was available on the breakdown of compliant, non-compliant and paying vehicles
- Over 7,000 PCNs have been issued since the introduction of the Scheme
- Enforcement is carried out by a mix of fixed and mobile cameras
- The Scheme's baseline report does draw a link between the LEZ and local air quality, although specific details were not to hand

Construction Logistics Plans - Update

- Since the last SG meeting in May, a meeting had been held with Croydon Council and Laing O'Rourke, to understand plans for future local developments. A further meeting was subsequently held with Laing O'Rourke and TfL
- A meeting had also taken place with Munnelly Support Services
- Croydon Council's own plans to reconfigure office buildings in the future had been discussed
- AL asked for an update on potential major local developments from other Boroughs present
- There continue to be major redevelopment plans for the old Battersea Power Station site (Wandsworth Council)

- Despite removal of plans for some town centre sites, major planned development sites within Bromley still exist
- No major development sites are apparent within Merton or Sutton
- A Town Centre Movement Strategy is being developed for Croydon, investigating ways to better link the Gateway and Cherry Orchard Road sites
- PB felt that the Borough Toolkit being developed by TfL should offer useful guidance

Action: TTR to liaise with Andrew Beedham, Croydon Council's Head of Urban Design.

Delivery and Servicing Plan Scoping – Update

- TTR undertaking work on behalf of Croydon and Bromley
- Strategic reviews being carried out up to the end of Sept 08, then data collection until the end of the year
- Ecological working on behalf of Sutton. TW-P presented current status of DSP work within the Borough:
 - Feeling from some senior Borough staff that DSPs should be incorporated within Council's travel plan
 - LB Sutton has approximately 81 offices/buildings/sites requiring delivery and servicing activity
 - Approximately 478 users are permitted to make requisitions
 - Street Scene, Highways, Parks and Catering functions are all felt to be significant generators of delivery and servicing activity
 - Meeting planned for the end of Sept with key parties to agree next steps, including processes for data collection
 - Consistency of data collected will be particularly important
 - There will inevitably be a need to focus on a limited number of key areas and determine what is significant and what is not – stationery ordering, for example, may provide scope for rationalisation
 - DSPs are inextricably linked to purchasing and procurement plans and processes. Fundamentally, it is the purchasing and procurement process which actually generates delivery and servicing activity
 - Improved integration with Council environmental policies may also help to raise profile, potentially through incorporation within the Council's own 'Green Supply Chain' initiative

Night-time Deliveries - Update

- Discussions with key operators, retailers and Boroughs planned to continue.
- A meeting with Sainsbury's has been arranged for 4th September to discuss latest developments, understand future plans and identify where the FQP might provide support

PCN Legal Loading Surveys in Kingston and Merton - Update

- Face-to-face survey work has commenced in South Wimbledon Business Area (Merton), to understand the nature of local freight movement and business perceptions of issues directly affecting efficiency and safety. This work builds on the observation report already completed. Forty face-to-face surveys with businesses have been planned. The area is felt to suffer from a lack of safe off-road loading/unloading facilities, leading to congestion on roads within the estate and, most importantly, increased risk to pedestrians and other road users. The resulting study report will include recommendations for improvements to loading/unloading activity within the area. This will be used to feed into LB Merton's wider plans for improvements to roadspace use within the Area.
- A proposed methodology for face-to-face, telephone and 'pop-in' surveys with businesses within Tolworth has been developed and submitted to Kingston for review. This work is intended to build on the observation report already completed. Highways schemes are planned for Tolworth Broadway, including removal of the central reservation. The study will aim to understand the nature of delivery and servicing activity within the area, along with local business perceptions of freight movement issues. The resulting report will include recommendations for improvements to loading/unloading activity within the area.
- Lack of consistency in the restrictions applicable to loading and unloading activities on Red Routes was felt to contribute to confusion. Some loading bays in some Boroughs are thought to have restrictions which are different to those adjacent within the same area or on the same route. There are also inconsistencies between Boroughs. Mixed use bays are felt to cause particular problems. TfL does operate a Red Route Forum where clarity of restrictions could/should be discussed.

Action: PB to investigate role of Red Route Forum, particularly in relation to dealing with issues relating to delivery and servicing activity, and report back to the FQP.

Clean Delivery Vehicles - Update

- TTR has been carrying out research of the existing market and potential demand for cleaner delivery vehicles. A detailed update will be provided at the Steering Group meeting in December.
- Locations of electric vehicle recharge points across London can be found at www.newride.org.uk

Chessington Industrial Estate HGV Mapping and Signage - Update

- The final set of comments has been agreed between TTR and Kingston and will be passed to the designer to produce the final version of the map for sign-off (including review by TfL). The map is expected to be printed by the end of September and, once complete, work will then focus on the supporting on-site industrial estate signage.

Loading/Unloading Code of Practice

- Natalie Chapman at FTA had requested endorsement (in the form of SLFQP and individual Borough logo use) for the Loading and Unloading Code of Practice.
- There had been resistance from some SLFQP Boroughs to the use of the term 'Code of Practice'.
- It had been suggested to FTA that the term 'voluntary' could be added to the title.
- However, it is important that operators see that it has actually been adopted and works in practice
- A main stumbling block may be lack of inertia and an unwillingness to change within certain Boroughs across London
- It was agreed that, as selected SLFQP members were unwilling to endorse the document, the SLFQP could not, as a whole, approve use of its logo on the publication.

Action: Boroughs willing to endorse the Code of Practice should contact NC at FTA to confirm approval for use of their individual logos.

Ecological Urban Delivery Scheme – Presentation

- TL presented Ecological's urban delivery scheme, operating within Sutton
- The service involves delivery of goods within the local area using cargo bikes and trikes
- Price is the main selling point to attract users
- Potential to undertake regular delivery rounds for local businesses and the public sector

- Started trading in Sept 07, undertaking services for local businesses, including florists, chemists, printers etc
- Won a 2 year contract with the Borough to deliver mail to Councillors' homes
- Future aim to win more contracts, make self-sustaining (without ongoing LIP funding), possibly expand into other Boroughs

Any Other Business

- The Freight Operator Recognition Scheme (FORS) has required re-registration by early sign-ups. There is an opportunity for a South London Borough to take advantage of being an early scheme adopter. PC confirmed that Croydon had been a FORS member for some time and was unaware of the need to re-register, although FORS information is still received regularly.

Action: PB to pass on PC details to Ian Brooks, TfL's FORS Manager, for follow-up contact to be made.

- The role of an in-house SLFQP coordinator, based within one of the Boroughs (potentially Croydon or Bromley) is still to be confirmed. Bromley has been discussing the issue with TfL and decisions are still to be made.
- AH will attend the heavily promoted 'Freight Transport – Delivering Services 08' freight conference to be held at the Barbican on 11th September, organised by the Public Service Communications Agency, and will report to the group at the next meeting.

Next Meeting

The next meeting will take place on 2nd December 2008 at 10am at the Civic Centre, Stockwell Close, Bromley.

TTR 08/09/08