

South London Freight Quality Partnership
Steering Group Meeting Minutes
21st May, 2008
Croydon Town Hall, Croydon, London

Attendees

Name	Affiliation
Peter Baxter-Derrington (PB-D)	Transport for London
Natalie Chapman (NC)	Freight Transport Association
Marc Dubet (MD)	LB Merton
Iain Forbes (IF)	LB Bromley
Alex Forrest (AF)	LB Sutton
Ashley Heller (AH)	LB Merton
Roseline Holt (RH)	J Sainsburys
David Kennett (DK)	LB Wandsworth
Alan Lucking (AL)	SELTRANS
Terry Powell (TP)	LB Richmond-upon-Thames
Christine Seaman (CSe)	South London Partnership
Clive Simmonds (CS)	LB Croydon
Eddie Stedman (ES)	LB Sutton
Alan Lewis (AL)	TTR
Arnaud Lagrange (ArL)	TTR
Chris Douglas (CD)	TTR

Apologies

Liam Boyle	Road Haulage Association
Peter Blaine	Transport for London
Anthony Murphy	LB Lewisham
Stephen Potter	LB Croydon
Stewart Saunders	LB Croydon
Clive Woodhead	PF Whitehead

Review of the minutes from the March 08 Steering Group meeting

- The workshop held on Construction Logistics held on 18th March has been followed up by an informal meeting to discuss plans in relation to the planned development at 25 Cherry Orchard Road. A further meeting will be held on the afternoon of 21st May in Croydon, immediately following the Steering Group meeting

- A copy of the West London Toolkit had now been received and would be circulated with the minutes

Action

TTR to circulate a copy of the WL Toolkit with the meeting minutes.

- A more strategic approach to dealing with the night-time delivery issue was being adopted by the FQP project team, as requested
- LB Sutton were still to report on the potential to expand PCN data fields to include commercial vehicle information

Action

LB Sutton to report on progress with this issue at the next Steering Group meeting.

- As requested, some Boroughs had supplied their own ideas for potential activities for the 08/09 Business Planning process.

Legal loading Initiative - Implementation

- An update was provided by ArL on legal loading initiative activities, including the 5 minute short stay car parking bay in Bromley and the Tetty Way survey work in the same Borough.
- There is an open question relating to the impact of CCTV use versus an on-site officer for enforcement of the 5 minute bay. The on-site officer is likely to act more as a deterrent, encouraging drivers not to exceed timescales, whereas the use of CCTV leads to much greater levels of enforcement and PCNs issued. Experiences from other Boroughs were shared to illustrate this case.
- The Tetty Way survey work had concluded that there was a general unwillingness among retailers with private off-road loading/unloading facilities to share these with other adjacent premises. One major retailer (WH Smith) was, in principle, willing to discuss the concept of shared use.
- Concerns about sharing relate to the risk of losing exclusive rights to the facilities, the potential (if unlikely) impact on delivery schedules and unwillingness to contemplate possible health and safety problems.
- Those without private facilities, particularly those whose delivery staff have to move loads, over distances, manually, on-street, could see the potential benefits of shared use.

Update on 2008/09 Workplan

- AL provided an update on a bid for European Commission funding for a collaborative research study into Delivery and Servicing Plans (DSPs), led by Sutton and involving Croydon
- TfL is still developing its approach to DSPs and there is a significant opportunity for Boroughs to work together to develop approaches appropriate for local requirements
- The initial approach being recommended for SLFQP work during 08/09 involves data collection for Croydon, Sutton and Bromley
- Legal Loading Initiative and PCN hotspot work will focus on specific applications made by both Kingston and Merton
- These site-specific studies will involve Phase 1 observational work initially, followed up by Phase 2 detailed surveys of delivery/servicing activity and in-depth analysis to produce recommendations on how demand can be best managed. At Tolworth in Kingston, for example, this could involve provision of more loading bays.
- PCN system upgrade activity in 08/09 may focus on Richmond, Wandsworth and Sutton, depending on their plans for their systems. It is recognised that existing data from PCN systems is very limited in terms of classifying goods vehicles. Additional data would be extremely useful for TfL (who in turn think it would be useful for the Boroughs).
- Cleaner delivery vehicle research activity in 08/09 will involve a detailed sector review
- Night-time delivery work during 08/09 will involve a more strategic approach, as requested by the Steering Group previously.
- In terms of night-time deliveries and building on the win-win success of the Wandsworth trial, RH suggested that Sainsbury's continues to be extremely interested in expanding night-time delivery operations to other appropriate stores. Croydon store may be of only limited interest as the restrictions in force are planning conditions and are therefore more difficult to revoke and require lengthier appeal processes. Main interest lies in stores with Environmental Health (EH) imposed restrictions which could be more easily renegotiated, with a quicker resolution and benefits for all parties. Sainsbury's has an ongoing programme applying to remove restrictions on stores and this would continue to run in parallel to any trials. Bromley might provide a suitable location for a future trial.

Action

AL to liaise with representatives of Bromley, Sutton and Croydon to establish the next steps for the initial DSP work.

RH to provide ArL with the list of restricted Sainsbury's stores in South London, including those with EH restrictions where FQP attention could be focused to help facilitate further trials.

ArL and RH to liaise with IF on potential for trial in Bromley.

FTA Loading and Unloading Code of Practice

- NC provided an update on the production and distribution of the FTA Code of Practice on loading and unloading activities for local authorities.
- The document can be downloaded from http://www2.fta.co.uk/information/keycampaigns/delivering_london/loading_unloading/index.htm
- The CoP offers guidance for enforcement staff, delivery staff, parking strategy officers and others
- FTA are seeking endorsement of the document from Boroughs and other appropriate bodies, including FQPs
- There was some concern from Boroughs that the term 'Code of Practice' is not appropriate for the document as it offers only guidance rather than an agreed operating process and is not, in effect, a statutory document. Obtaining Borough logos for use on the document may therefore be difficult.

Chessington Industrial Estate – HGV Mapping and Signage update

- CD provided an update on the development of the overview and close-up HGV maps for Chessington Industrial Estate in Kingston.
- The aims of the maps are to ensure HGVs use the most suitable routes to access the Industrial Estate and, once within the Estate, more easily find their delivery destinations.
- The drafts already produced will be discussed with businesses at a breakfast seminar at the Estate on 4th June.
- Once mapping is complete, complementary signage will be developed on-site.
- It was generally agreed that there is potentially scope for further mapping and signage work at key locations across London and the development of a business case highlighting the positive impact of high quality HGV mapping and signage would be of significant benefit.

Budget Application

- AL provided a further update on the remaining additional items within the 08/09 budget application, including the full-time FQP co-ordinator post, DSP workplan, Merton waste site review, Construction Logistics plan data collection, PCN/LLI scheme works, Sutton town centre delivery survey, follow-up works for South Wimbledon Business Area (Merton) and Tolworth (Kingston) studies, review of lorry weight signage for Sutton and a review of Kingston town centre zoning
- The full budget application is likely to be for approximately £390,000.

- Activity and scheme prioritisation may be required. AH confirmed that SWBA work would be Merton's key priority, followed by the Waste site review.

Next Meeting

The next meeting is scheduled to take place on 2nd September 2008 from 10am at Sutton Civic Offices, Room 1, St Nicholas Way.

Action

Colleagues from Bromley and Sutton are to check meeting room availability and confirm preferred dates as soon as possible. Details will then be circulated to the full Steering Group.

TTR 29/05/08