

ScotFLAG Urban Freight Sub-Group Meeting

Victoria Quay, Edinburgh, EH6 6QQ

Thursday 19 January 2017 10:00-12:00

Note of meeting

Present:

Chris MacRae, Freight Transport Association (Chair)
Stuart Hay, Living Streets
Jamie Rodden, Glasgow City Council
Chris Little, Road Haulage Association
Pam Stott, Transport Scotland
Bob Bridges, Transport Scotland

Apologies:

Martin Reid, Road Haulage Association
Justin Kirkhope, Co-Op
Rab Dickson, Nestrans

Welcome and Introductions

1. Welcome and introductions made.

Note of Last Meeting

2. The note of the last meeting was agreed.

Review of actions from previous meeting

3. **Action 3 (Reconsider Manchester checklist for style/content):** Also includes TfL, Best Facts (EU site providing summaries of freight trials/pilots). (Pam Stott)
4. **Action 4 (Obtain update on timescale for consultation for Parking Bill):** Parking Bill consultation expected to go live at the end of January. Content of Bill extends beyond parking. (Pam Stott)
5. **Ongoing Action:** British Parking Association Guidance. Existing guidance is for England and Wales. May need to wait until Parking Bill is published before producing Scottish guidance. (Chris MacRae)
6. There was a brief discussion which noted that local authorities will already have restrictions in place where loading takes place. While local authorities can continue to enforce existing restrictions, a Parking Bill with additional restriction powers risks spreading local authorities' resource more widely, but

also thinner. There are also issues in respect of any requirement for additional signage for parking restrictions.

Draft Guidance Document

7. Key points were:

- The draft contained initial thoughts and would need formatting and refinement.
- It was agreed that the guidance document would be produced in electronic form only.
- The document would contain links and allow users to click through the contents.
- Need to get the tone right and avoid being patronising.

Section Heading - Introduction

8. Key points were:

- Needs to give higher priority to issues not always considered at the planning/development stage.
- Tone should be practical, positive and not time-limited.
- Inclusion of checklist which is helpful to operators of varying sizes.
- Aim is for developer to use document to consider issues at the outset of development.
- Larger developments (e.g. Buchanan Galleries) are not an issue as access is considered early. This document is more appropriate for smaller developments (e.g. metro stores).
- Local authorities need to ensure loading areas are available/accessible – enforcement issue.

Section Heading – What?

9. Key points were:

- Ensure terminology is consistent.
- Target non-industry users.
- Use term 'Deliveries and Servicing' rather than 'freight'.
- Need to filter down what information needs to be included.

Section Heading – Who?

10. Key points were:

- Roles/responsibilities for drivers.
- Consider operators too?
- Influencers of change. Actions by customers. Behaviour change (e.g. click and collect).
- Information can be drawn from procedures during Glasgow 2014 Commonwealth Games.

- Customers likely to be more open if efficiencies of change can be demonstrated.

Section Heading – How?

11. Key points were:

- Rename section to 'Collaboration'.
- Include text to include BID, FQP, stakeholder engagement etc.
- Need to consider future proofing – include option for EV charging points.

Case Study Scenarios

12. Key points were:

- Preferable to have Scottish examples.
- Collaboration – waste collections in Rose Street.
- Business Improvement Districts.

FQP Process Flowchart

13. Key points were:

- Flowchart should be included as an appendix.
- Consider including text from FQP guidance if still up to date.
- Potential for FQPs to deliver a consensus.

Other Comments

14. Key points were:

- Need for section on Communications.
- Glasgow City Council exploring potential for dynamic data to identify when loading bays are available. Also exploring potential for real-time information to highlight when city centre is quiet to assist retimed deliveries.
- Case study text should be circa 400 words.
- Refine guidance document for further consideration at next sub group meeting before going to ScotFLAG on 28 March.

Actions agreed

Action 1: Contact for Edinburgh Business Improvement District. (Stuart Hay)

Action 2: Diagram setting out Transport Hierarchy. (Stuart Hay)

Action 3: Contributions for each Case Study. (Stuart Hay, Jamie Rodden, Rab Dickson)

Action 4: Information on challenges/responsibilities for drivers. (Chris MacRae, Chris Little)

Date of Next Meeting

The next meeting will be at 10:00 on Thursday 16 March 2017, Victoria Quay, Edinburgh.

24 January 2017