

ScotFLAG Urban Freight Sub-Group Meeting
Glasgow City Council, 231 George Street, Glasgow

Thursday, 19 May 2016

Note of Meeting

Present:

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

Buchanan Street Case Study

1. Following the Buchanan Street case study tour, there was a brief discussion about issues which have been highlighted:
 - Need to ensure everyone, including pedestrians, knows restrictions, and timings.
 - Resource prioritisation
 - Need for communication/liaison between retailers and delivery contractors.

Way Forward for Group

2. There was a discussion about the need for a guidance document to be produced and consideration of what it should contain. Consideration was given to:
 - Case studies – ensure they are not too site specific
 - Safe unloading plan
 - Flow charts/step by step guidance
 - Practical outputs – checklist manual
 - Linking document to planning process and practical guide for improving existing sites
 - Need to avoid design in isolation
 - Needs to be a standalone document, separate from FQP guidance
 - Document should be succinct – circa 8 pages

Actions

Action 1: Identify list of questions for inclusion in checklist – (All)

Action 2: Identify case studies for consideration at meeting on 22 September – (All)

Action 3: Invite Justin Kirkhope, Co-op, to attend next meeting – (Pam Stott)

Date of Next Meeting

3. The next meeting will be at 09:30 on 27 July at Living Streets, 5 Rose Street, Edinburgh, EH2 2PR.

8 June 2016