

## Minutes of Cycle Safety Working Group

Meeting date	26.01.11
Location	TfL, Palestra

### Attendance

Name	Organisation
Alistair Hanton	LCC
Charlie Lloyd	LCC
David Snelling	MPS
Charlie Lloyd	LCC
Cynthia Barlow	RoadPeace
Roger Geffen	CTC
Steve Walker	LOTAG representative
Ruth Bradshaw	London Councils
Bob Davis	BCOG
Jenifer Calvert	TfL, Senior Cycling Officer
Ian Wainwright	TfL, Senior Freight Officer
Alexandra Goodship	TfL, Delivery Planning Manager - Cycling
Siwan Hayward	TfL, CSEP
Sophie Brown	TfL, CSEP

### Apologies

Andrew Colski	DfT
Erica Blennerhassett	GLA
Andy Pidduck	TfL, Campaigns Programme Manager
Lilli Matson	TfL, Head of Modal Policy
Gordon Telling	FTA
Ben Plowden	TfL, Director BRaP (Chair)
Matthew Collins	City of London
Carl Pittam	Sustrans
Kim Botting	MPS
Duncan Pickering	Institute of Advanced Motorists
Georgina Dean	TfL, Delivery Planning Manager – Road Safety

### Attachments

- Summary report on CSAP progress
- LCC and Roadpeace good practice guide
- Mayors letter to Lord Adonis letter referencing driving test
- 2011 priorities for the group

Item	Description	Action
<b>1.</b>	<b>Admin</b>	
1.1	<b>Agree agenda</b>	
	Agenda agreed	
1.2	<b>Minutes and actions from previous meetings</b>	
	DS to send around details of the Safer Driving course to the group	DS
	2009 Factsheet to be shared with the group when published	
	This has now been published at:  <a href="http://www.lscpl.org.uk/lrsu/www/downloads/publications/topic-fact-sheets/Ped_cyclist_collisions_and_casualties_Greater_London_2010.pdf">http://www.lscpl.org.uk/lrsu/www/downloads/publications/topic-fact-sheets/Ped_cyclist_collisions_and_casualties_Greater_London_2010.pdf</a>	
<b>2</b>	<b>CSAP updates</b>	
2.1	<b>Progress updates – highlights</b>	
	Jen Calvert provided an overview of recent progress in the delivery of CSAP.	
	All to provide items for inclusion in the End of Year report by <u>Friday 4<sup>th</sup> February</u> .	All
	The group agreed that in future updates should be specifically linked to CSAP actions and should avoid being too general.	
<b>2.2</b>	<b>Verbal updates (those without progress reports)</b>	
	Road Peace (CB) reported that instead of sending a letter to bereaved families, a briefing will be provided to the police Family Liaison Officers (FLOs).	
	BD reported that the infrastructure sub group has been reviewing the cycling design standards and would like to arrange a seminar with cycle training and infrastructure design practitioners to encourage discussion and debate.	BD
	DS asked about whether the design sub group had involved the police (David Aspinall) in its discussion of ASLs. BD to contact DA through Sophie Brown.	BD
	LCC and Road Peace Good Practice Procurement Guide will be piloted in Redbridge.	
	IW highlighted the existence of the Mayor's Responsible Procurement Code. The group asked for details of Construction Logistic Plans and Delivery and Servicing Plans which are below: <a href="http://www.tfl.gov.uk/microsites/freight/delivery_servicing_plans.aspx">http://www.tfl.gov.uk/microsites/freight/delivery_servicing_plans.aspx</a> DSP – specific PDF	

	<a href="http://www.tfl.gov.uk/microsites/freight/documents/Delivery-and-Servicing-Plans.pdf">http://www.tfl.gov.uk/microsites/freight/documents/Delivery-and-Servicing-Plans.pdf</a> CLP <a href="http://www.tfl.gov.uk/microsites/freight/construction_logistics_plans.aspx">http://www.tfl.gov.uk/microsites/freight/construction_logistics_plans.aspx</a>	
	JC to check whether boroughs receiving free CPC training are also FORS registered.	JC
	CB to provide JC with information on technology used on freight vehicles in Europe.	CB
<b>3</b>	<b>Items for discussion</b>	
<b>3.1</b>	<b>Cycle Safety Action Plan – priorities for 2011</b>	
	<p>The group reviewed the milestone planner for 2011 which set out the priorities agreed at the previous meeting.            An updated milestone planner will be circulated before the next meeting. Comments made by the group are set out below.</p>	JC
	<p><b>Cycle training</b>            Milestones planner should reflect the need for on-going work to improve delivery, monitoring and marketing of cycle training and the need to increase take up of cycle training amongst lorry drivers.</p> <p>BD highlighted the need for ensuring cycle training companies are delivering Bikeability standard cycle training.</p> <p>The group identified the need to research the effectiveness of cycle training in terms of mode shift, safety and improving the skills of drivers. JC to take forward.</p>	<p>JC</p> <p>JC</p>
	<p><b>Communications</b>            Share customer research undertaken to inform cycle code.</p>	JC
	<p><b>Enforcement</b>            London Criminal Justice Board project will be holding a wider meeting on 14/15<sup>th</sup> Feb - if any members of the group want to be involved in this meeting, please email <a href="mailto:sophie.brown@tfl.gov.uk">sophie.brown@tfl.gov.uk</a></p>	ALL
	<p><b>Technology</b>            Sub working group to focus on prioritising areas for action. Add milestone - report on technical options of vehicles including indirect vision to be available July.</p>	JC
	<p><b>Partnership working</b>            Risk sub-group to consider potential role for expertise of lawyer.</p>	CL/DS
<b>3.2</b>	<b>Next steps</b> Send around 2011 priorities to group	

***Date of the next meetings in 2010:***

*Tuesday 29<sup>th</sup> March 3.30-5pm, Palestra, TfL*

## Groups which contribute to the delivery of the Cycle Safety Action Plan

Group	Contact	CSAP Action area	CSAP Action
Cycling Risk Group	David Snelling	Enforcement	3.4.1, 3.4.3, 3.8.4
Criminal Justice System and Cycle Collisions Project Group	Siwan Hayward	Enforcement	3.4.2
Lorry operation and design working group	Alastair Hanton	Partnership Working	3.9.6
Freight Operator Working Group	Gordon Telling	Commercial driving and working practices, Technology	3.7.2, 3.7.4, 3.6.1, 3.9.2, 3.9.5
Borough Cycling Officers Group	Bob Davis	Partnership working	3.1.1, 3.1.3, 3.1.5, 3.1.7, 3.1.8, 3.2.2, 3.7.1, 3.7.2
Retailers and manufacturers forum	Andy Pidduck	Partnership Working	3.9.8
Cycle Training Sub Group	Jen Calvert	Cycle Training	3.2.1, 3.2.2, 3.2.3, 3.2.4