

**From:** Watkinson Heather

**Sent:** 16 January 2013 16:01

**To:** [REDACTED]; [REDACTED]@andersontravel.co.uk'; Folami Kenny; Hall Robert (Coaches); Doherty Gerard (ST)

**Subject:** RE: Minutes from Friday's Anderson Travel meeting

Hi [REDACTED],

In response to your questions.

1. I have amended the minutes as per your request.
2. I don't think it's necessary to minute this. R.H. could you email him a copy asap?
3. We did not discuss any special arrangement for the boarding of children at London Nautical. Passengers must be seen to be boarding or alighting the coaches otherwise PCNs will be issued. You can make use of the allocated coach bays for waiting as per the minutes.
4. As per the minutes please contact me directly with any queries relating to the PCNs we are in the process of cancelling.

Best wishes

Heather

**From:** [REDACTED]@andersontours.co.uk]

**Sent:** 16 January 2013 12:54

**To:** Watkinson Heather; [REDACTED]@andersontravel.co.uk; Folami Kenny; Hall Robert (Coaches); Doherty Gerard (ST)

**Subject:** RE: Minutes from Friday's Anderson Travel meeting

Hi Heather,

Thank you very much for these minutes, I have a few questions:-

1. In the meeting when Mark and Kenny were discussing the settlement figure we were all agreed it was for all PCNs with a "contravention date" up to and including the 10th January 2013. You refer in the minutes to "issued" can you change that please?
2. Robert (Hall) agreed to send me the updated guidance leaflet for Coach Operators. You may decide you do not want to minute that?
3. I would like a written description of how we discussed in the meeting the bus stop should work for the loading of children at the London Nautical School. You can decide we can do this, again, outside of the minutes. I am happy to write up from my notes and email you, you can reply agreeing or correcting me?
4. I have been through your list of PCN, we agree the vast majority, I have a few differences, I will raise those direct with you in a separate email.

Let me know your response to the above.

Best Wishes

[REDACTED]  
Anderson Travel  
[REDACTED]  
[REDACTED]  
[REDACTED]

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**From:** Watkinson Heather [[mailto:\[REDACTED\]](mailto:[REDACTED])]

**Sent:** Mon 14/01/2013 15:39

**To:** [REDACTED]@andersontravel.co.uk'; [REDACTED]; Folami Kenny; Hall Robert (Coaches); Doherty Gerard (ST)

**Subject:** Minutes from Friday's Anderson Travel meeting

Hi All,

Please find attached the minutes from Friday's meeting. I've also attached a spreadsheet containing the PCNs which will be cancelled once the cheque for £3,000 has cleared.

If you have any questions please do not hesitate to contact me.

Best wishes

Heather Watkinson | Stakeholder & Partnership Manager  
Transport for London  
Congestion Charging & Traffic Enforcement  
Palestra, 4th Floor (4R5)  
197 Blackfriars Road  
London  
SE1 8NJ

t [REDACTED]  
m [REDACTED]  
e [REDACTED]  
w <http://tfl.gov.uk>



Visit the electric vehicle website: <http://www.sourcelondon.net>

## **Note from Anderson Travel Meeting on 11 January 2013**

### **Attendees**

Heather Watkinson – Stakeholder & Partnerships, TfL

Robert Hall, Coaches, TfL

Kenny Folami, Contracted Services TfL

Gerard Doherty, Contracted Services, TfL

Robert Osbourne, Anderson Travel

██████████, Anderson Travel

██████████, Anderson Travel

### **Notes**

1. All acknowledge Anderson have seen an increase in the number of PCNs issued, particularly since September 2012. Over 56% of 2012's PCNs have been issued at Highbury Corner and Stamford Street. The photo evidence shows no sign of children boarding or alighting the coaches, hence PCNs being issued.
2. In terms of Stamford Street, Anderson have agreed to trial getting the teacher to call Anderson once the children are ready to be collected.
3. Robert Hall suggests Anderson make use of the coach bays on Southwark Street and Queen Victoria Street for waiting and only make their way to the bus stop once they are aware the children are ready for collection.
4. Loading bays are provided for the loading and unloading of goods. Buses and coaches are not permitted to use them for the boarding or alighting of passengers. In addition loading bays have varying operational hours e.g. Stamford Street's loading bays are operational from 10am-4pm for a maximum of 20 minutes.
5. Buses and coaches can legally make use of bus cages, so long as they are picking up or setting down passengers. Activity must be taking place otherwise a PCN will be issued.
6. Anderson have changed the Highbury Corner pick up location which should avoid any additional PCNs being issued at this location.
7. There are currently 69 outstanding PCNs on the system totalling £8,109. TfL accepted a reduced payment of £3,000 to clear Anderson's outstanding debt. This will clear all PCNs with a contravention date of on or before the 10<sup>th</sup> January 2013. The attached data clarifies the outstanding PCNs TfL will cancel. Any queries regarding this should be directed to Heather.