

HGV SAFETY PERMIT SCHEME (SPS) ADVISORY GROUP

TERMS OF REFERENCE

1. Purpose

The purpose of this document is to set out the Terms of Reference for the role of the HGV Safety Permit Scheme (SPS) Advisory Group and any Specific Measures Groups in relation to their contribution to Transport for London's (TfL) HGV safe system approach. This approach will underpin the requirements of the HGV Safety Permit as proposed in the 'Direct Vision Standard for HGVs' Phase 2a consultation which opened on 16 November 2017 and closes on 24 January 2018.

2. Background

The HGV SPS Advisory Group will oversee and advise on the development of a safe system to minimise the road risk posed by the most unsafe HGVs in London.

The safe system requirement will apply to HGV Direct Vision Standard (DVS) zero star rated vehicles in 2020 and those rated two stars or below from 2024. To obtain a HGV Safety Permit, fleet operators will be required to prove they meet the safe system requirements and operate to that standard.

The full background and context can be found [here](#).

3. Scope

The scope of the HGV SPS Advisory Group is to draw together knowledge, skills and experience from across the freight industry and road safety groups to develop a comprehensive system.

The proposed safe system has three components:

- Areas of risk to be minimised
- Specific measures for the fleet operation, the driver and the vehicle
- A process for setting, maintaining and assessing against the safe system

The HGV SPS Advisory Group will help coordinate input into the safe system from different stakeholders. However, the review and approval of key decisions will be made by the Sponsor.

4. Aim and objectives

The aim of the HGV SPS Advisory Group is to oversee, coordinate the development and provide an advisory role for a HGV safe system and SPS and to ensure a balanced approach to their development. Specific objectives are to:

- Review and agree the **areas of risk** that the a safe system should seek to reduce (See Appendix A)

- Define the safety **specific measures** for the fleet operation, the driver and the vehicle - including accreditation, driver training and vehicle safety features, design and technology (See Appendix A)
- Develop and agree the process for **setting, maintaining and evidencing the safe system** to be required by the HGV SPS (See Appendix A)
- Consider responses from 'Direct Vision Standard for HGVs' phase 2a consultation in informing the HGV SPS and safe system
- Inform a transparent HGV safe system implementation at least one year in advance of any HGV SPS being launched and enforced
- Highlight any risk to achieving this implementation at least one year in advance of any HGV SPS being launched and propose any mitigation activities

5. Membership

Membership of the HGV SPS Advisory Group is by invitation of the Sponsor and is limited to industry stakeholders who can actively contribute to the development, promotion and adoption of the HGV SPS. Membership will be reviewed periodically against these criteria. There is no formal restriction on the number of HGV SPS Advisory Group members.

Membership includes:

Administrative members	
Sponsor	Alina Tuerk - TfL
Chair	Glen Davies – TfL
Secretariat	Vicky Sims - TfL
Core members	
Regulatory representatives	DfT London Councils Metropolitan Police DVSA
Industry representatives	FTA RHA MPA SMMT CILT FORS



Vehicle specialists	HGV DVS Expert Panel
Road safety groups	Action on Lorry Danger representatives x 3 (TBC)
Specific Measure members	
<p>Additional 'Specific Measure members' may be invited to attend to help address particular issues. These include but are not limited to:</p> <ul style="list-style-type: none"> • Vehicle body builders • Vehicle aftermarket technology providers • Driver training specialists • CLOCS secretariat 	

6. Frequency of meetings

All meetings will be held in London. It is expected that the HGV SPS Advisory Group will meet a total of three times. Meetings will be three weekly, or at a frequency as requested by the Chair or as advised by the Group.

7. Quorum

The quorum will be the Chair and at least three other members or their substitutes. In the absence of the Chair, the meeting will be chaired by a substitute nominated by the Sponsor prior to the meeting.

Core members and Specific Measure members may nominate substitutes depending on availability and proposed subjects to be discussed.

8. Inputs

A programme plan for tracking key actions and deliverables

Presentations or papers on specific issues which require decisions, actions and approvals

9. Outputs

Minutes of each meeting recording the main actions arising and decisions made.



APPENDIX A TO

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A1. Areas of risk

Recognising casualties occur when several things go wrong at once and following the principles of Vision Zero, we want to reduce risk across all parts of a HGV's operation. This will help ensure road users are still protected if one part of the system fails. We propose the following five areas should be considered when assessing if a HGV's risk is reduced sufficiently and suitably for a large urban environment.

- **Direct vision** – poor vision is the single biggest contributory factor to urban HGV fatalities. This would be based on the Direct Vision Standard star rating assigned to an individual HGV and would form the primary component of the HGV safety standard permit scheme. The star rating would determine the level of 'input' from all other components i.e. a zero star rated HGV would not be granted a permit unless other components of the safe system are met
- **Indirect vision** – still focussed on minimising the vehicle blind spot, this component would focus on aids that increase the driver's field of view indirectly
- **Warning of intended manoeuvres** – Warning or alerting VRUs and drivers to each other's presence and intended manoeuvres
- **Physical impact of a hazard** – Physical 'hardware' fitted or retrofitted to the exterior of the HGV to reduce the risk or impact of a hazard
- **Urban driving skills** – Training and education in VRU safety should be undertaken to ensure that drivers have the knowledge, skills and attitude to recognise, assess, manage and reduce road danger. All drivers should also be appropriately trained and educated in the use and relevance of safety equipment

A2. Specific measures

Table 1 describes what a vehicle may need to have in place to demonstrate it has a safe system and address the areas of risk outlined above. Adoption of these specific measures would result in permit eligibility.

Area to address	Desired outcome	Example measures
Direct vision	To improve visibility for drivers and reduce the risk of close proximity blind-spot collisions	<ul style="list-style-type: none">• DVS star rating



Indirect vision	To improve visibility for drivers and reduce the risk of close proximity blind-spot collisions	<ul style="list-style-type: none"> • Class V and VI mirrors • Acceptable approved blind spot camera systems
Warning of intended manoeuvres	To reduce the risk of close proximity collisions by audibly alerting vulnerable road users to vehicle hazards	<ul style="list-style-type: none"> • Vehicle manoeuvring warnings such as left-turn audible alarms • Sensors that audibly warn drivers of a VRU's presence • Non-prescriptive warning signage
Physical impact of a hazard	To minimise the probability and severity of collisions with vulnerable road users	<ul style="list-style-type: none"> • Side under-run protection • Front under-run protection where ground clearance presents a hazard
Urban driving skills	To ensure that all drivers have the knowledge, skills and attitude required to recognise, assess, manage and reduce the risks that their vehicle poses to vulnerable road users	<ul style="list-style-type: none"> • Theoretical and practical VRU training such as the Safe Urban Driving CPC course • Appropriate training in use of VRU equipment and technology

Table 1: Example Specific Measures for mitigating areas of risk

A3. Setting, maintaining and evidencing the safe system

In deciding which specific measures, a vehicle should have we propose being guided by the following design principles:

- **Easily identifiable** – it must be easy to show measures applied are in place to allow compliance with the Scheme
- **Evidence based** – the effectiveness of each measure must be proven and accepted as industry good practice as defined by existing safety standards and schemes
- **Consistent with existing good practice scheme** – measures and standards must work with existing industry recognition schemes, such as FORS, CLOCS or Truck Excellence
- **Retrofit capability** – in order that the existing fleet of vehicles can adopt the specific measures, each should have the capability to be fitted or adopted retrospectively



- **Market availability** – the supply of each component should be able to meet market demand. There should be a range of ways to meet the requirement
- **Proportionate costs** – the cost of fitment or adoption should be proportionate the risk
- **Fit for purpose** – any specific measures should be quality assured, robust and easily maintained
- **Progressive** – in order to remain appropriate for future use, each component should

