



## D 2.2 | Report on local freight committees

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# 1. LIST OF TABLES, FIGURES AND ABBREVIATIONS

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## 2. ABOUT SMARTSET

Transports of goods, both on long distances and within cities contribute to a substantial part of the total emissions generated from the transport sector, as well as congestion. Up to 20% of traffic, 30% of street occupation and 50% of greenhouse-gas emissions are generated by freight.

Yet freight and distribution schemes are often structured in traditional ways, based on vertical solutions with individual solutions. These systems lead to sub-optimisation of freight transports, with low load factors and an unjustified amount of tonne-kilometres generated by the vehicles used. The need for more efficient solutions that leads to less transport kilometres and a more sustainable economic model is obvious. The latter is foreseen to be the key factor of a long-term success in implementing a working model for urban freight transport and thus supply all involved stakeholders with the correct incentives to change their distribution networks.

The SMARTSET project will develop and show how freight transport in European cities and regions can be made more energy-efficient and sustainable by a better use of freight terminals. To reach this overall goal, the project will provide examples of good practice that can support cities, regions and countries to contribute to the European Union „20-20-20“ targets<sup>1</sup> for reduction in carbon dioxide emissions and improvement in energy-efficiency.

SMARTSET targets	Reduction by 2016	Reduction by 2020
Reduction of CO <sub>2</sub> emissions in tonnes	9,063 tonnes per year	31,346 tonnes per year
Reduction of energy consumption in tonnes	3,096 tonnes per year	10,303 tonnes per year
Reduction of energy consumption in GWh	36 GWh per year	120 GWh per year

**Table 1: SMARTSET targets during project duration (by 2016) and beyond (by 2020)**

SMARTSET is a project, co-funded by the Intelligent Energy Europe Programme of the European Union and is composed of 14 partners, coming from Austria, Germany, Italy, Sweden and the United Kingdom. It will run from 01.05.2013 until 30.04.2016.

<sup>1</sup> The climate and energy package is a set of binding legislation which aims to ensure the European Union meets its ambitious climate and energy targets for 2020. These targets, known as the "20-20-20" targets, set three key objectives for 2020:

- A 20% reduction in EU greenhouse gas emissions from 1990 levels
- Raising the share of EU energy consumption produced from renewable resources to 20%
- A 20% improvement in the EU's energy efficiency

### 3. INTRODUCTION

The present Deliverable has the aim to present the activities of the Freight Committees (FC), i.e. the networks of stakeholders dedicated to the discussions for the preparation and implementation of the initiatives of city logistics, either set up especially in the framework of the SMARTSET project or already existing and used for the SMARTSET purposes.

The variety of experiences in cities taking part in this project is reflected in the variety in the types of Freight Committees, and the present report will show this variety and what it implied in terms of criticalities or opportunities and the effectiveness of the Freight Committee's outcomes.

Firstly, a cross-cutting description of the various FCs will be introduced, in terms of their origin, their objectives and composition.

Secondly, a site-by-site analysis will recap the activities carried out by FCs within the framework of SMARTSET.

Thirdly, a cross-cutting look at the most common issues addressed by FCs and their outcomes will be presented, followed by conclusive remarks on the challenges and opportunities emerged during the FC operations.

## 4. SMARTSET’S FREIGHT COMMITTEES

The Freight Committees are described and examined by means of their main objective, their years of activity and their origin, whether they are existing committees that are used for the purposes of SMARTSET without any substantial change, re-cast committees, in the case some changes in their structure, functioning and composition occurred in order to be used for the purposes of SMARTSET; or completely new, established just for the purpose of the project.

Then, their composition is examined, considering the number of members and their related category. Finally, the activity of the freight committees is sized up considering the frequency of meetings and their participation.

City	Origin	Years of functioning	Main objective
<b>Gothenburg</b>	Existing	9	Dialogue, networking, knowledge sharing
<b>Newcastle</b>	Existing	10	Facilitate the delivery of an action plan aiming at improving efficiency, safety and sustainability of the freight and logistics
<b>Padua</b>	New	2	Customer care, focus on the express service
<b>Berlin</b>	Re-cast	0	Sustainability of freight and logistics
<b>Forli</b>	New	1	Cooperation in order to find and implement new logistics solutions
<b>Graz</b>	New	2	Implementation of the SMARTSET project
<b>Rome</b>	Existing	3	Coordinate the management of the logistics projects
<b>Sundsvall</b>	New	1	Supporting decisions about city logistics

**Table 2: Freight committees description – overview**

As shown in the table above, out of 8 cities, half were characterised by the absence of a previous structure enabling the cooperation and the discussion about themes related to city logistics. That is why Padua, Forli, Graz and Sundsvall had the need to establish a proper freight committee from scratch. In the other cases, some form of cooperation existed and the structure fit well for the purposes of SMARTSET too. The case of Berlin is similar to the one of Padua, where old structures existed and meetings about city logistics used to be held in the past but, in order to accomplish with the methodology of SMARTSET, a new proper freight committee had to be established in Padua and re-cast in Berlin.

The new freight committees have been working, on average, for 1 or 2 years, according to the project, in the other cases the oldest ones was established more than 10 years ago.

Almost all the freight committees have, as their main objective, the discussion and cooperation aiming at defining and implementing innovative, efficient, safe and sustainable initiatives in the field of city logistics.

City	Number of members	Most represented stakeholder categories
<b>Gothenburg</b>	20	Freight forwarders (10) and utility companies (8)
<b>Newcastle</b>	20	Public bodies (8) and freight forwarders (4)
<b>Padua</b>	3	Not relevant: one terminal owner, one freight forwarder and one IT service provider
<b>Berlin</b>	10	Public bodies (4)
<b>Forlì</b>	9	Freight forwarders (6)
<b>Graz</b>	6	All (citizens, freight forwarders, freight owners, IT service providers, municipality, chop-keepers, terminal operators, terminal owners and utility companies)
<b>Rome</b>	4	All (citizens, freight forwarders, freight owners, IT service providers, municipality, chop-keepers, terminal operators, terminal owners and utility companies)
<b>Sundsvall</b>	20	Freight forwarders (10) and public bodies (6)

**Table 3: Freight committees composition – overview**

The average number of members composing the freight committees of the city sites of SMARTSET is 11, with a minimum of 3 in Padua and the maximum of 20 in Gothenburg, Newcastle and Sundsvall. The different composition of the freight committees reflects the aim of them and the specific project to be implemented in the city.

In Padua, for example, a city logistics initiative has been running for years and the freight committee was established only in order to develop new services in the field of express deliveries and to enhance the ones in the Spa area. As a consequence, the Padua freight committee is composed only by 3 members: the terminal operator, that is also the last mile delivery operator, the forwarder that is willing to externalise the last mile operation in Padua and the IT service provider that will have to implement the IT solution enabling a seamless tracking of the parcels.

On the other hand, bigger and more inclusive freight committees was established in those cities where a proper plan was to be imagined, shared and then implemented, like in Gothenburg, Newcastle and Sundsvall.

The freight committee composition in terms of involved stakeholder categories reflects the city logistics initiative progress and the project type. In Forlì, for example, the project envisages a city logistics initiative impacting freight forwarders in their possibility to enter the city centre. Consequently, the Forlì freight committee includes an high share of freight forwarders lobbying for their direct interest and the public bodies in charge of implementing the project.

City	Meetings frequency (every # months)	Average number of participants
<b>Gothenburg</b>	4-5	19
<b>Newcastle</b>	3-4	21
<b>Padua</b>	2-4	2
<b>Berlin</b>	-	-
<b>Forlì</b>	2	12
<b>Graz</b>	1+	7

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City	Meetings frequency (every # months)	Average number of participants
Rome	3	13
Sundsvall	1	26

**Table 4: Freight committees activity – overview**

As it turns out, the freight committees meet, on average, every 2.5 months, with the maximum activity registered in Graz, where the meetings are held at an average of more than once a month, and the minimum registered in Gothenburg with a meeting held every 4 or 5 months.

The average attendance to the meetings is 14 participants, with a wide variation from the minimum of 2 in Padua to the maximum of 26 in Sundsvall.

Also in this case, the activity and the meeting attendance are related and justified when considered in relation to the project type and progress. In Padua, as described above, the freight committee is used just for an additional improvement of an existing business, then only face-to-face meetings between the last mile operator and the other stakeholders are needed. On the other hand, in cases like the ones of Newcastle, Gothenburg and Sundsvall, where a proper project has to be developed, discussed and shared, a wider participation is useful.



## 5. ACTIVITIES IN THE SMARTSET SITES

### 5.1. Gothenburg

#### Freight committee description

Name of the FC	Göteborgs gods nätverk
Existing/New	Existing
Establishment date	2006
Objective of the FC	Dialogue, networking, sharing of knowledge and experience

**Table 5: Gothenburg – FC description**

The Gothenburg freight committee has been operating since 2006 with the purpose of discussing, networking and sharing knowledge and experiences about the city freight distribution and management. The existing freight committee, named *Göteborgs gods nätverk*, is used for the purposes of SMARTSET project too.

#### Composition of the freight committee

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
1	Shop-keepers	Åhlens	Accessibility for goods
2	Municipality	Trafikkontoret	Development, freight traffic - safety, efficiency and environment
3	Utility companies	Nordstan	Accessibility for goods
4	Freight forwarders	Road Cargo, Gothenburg	Regulations, accessibility etc.
5	Freight forwarders	HML	Regulations, accessibility, development etc.
6	Freight owners	Posten	Regulations, accessibility, development etc.
7	Freight owners	Schenker	Regulations, accessibility, development etc.
8	Utility companies	Hufvudstaden	Real estate owner issues
9	Utility companies	Vasakronan	Real estate owner issues
10	Freight forwarders	Åkeriföreningen	Regulations, accessibility, development etc.
11	Freight forwarders	Fraktkedjan väst	Regulations, accessibility, development etc.
12	Freight forwarders	TGM	Regulations, accessibility, development etc.
13	Utility companies	Innerstaden	Development, commerce, competitiveness of the city centre
14	Utility companies	Volvo group trucks technology	Development
15	Freight forwarders	Lindome flytt	Regulations, accessibility

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
16	Utility companies*	University of Gothenburg	Research, development
17	Freight owners	DHL	Regulations, accessibility, development etc.
18	Utility companies*	Chalmers University of technology	Research, development
19	Utility companies	Logistics and Transport society	Research, development
20	Freight forwarders	Movebybike	Regulations, accessibility, development etc.

**Table 6: Gothenburg – Composition of the FC**

\* The University of Gothenburg and the Chalmers University of technology are here classified as Utility Company since they contributed to the development of the system from a business model point of view.

The freight committee *Göteborgs gods nätverk* is composed by 20 stakeholders: one public body, *Trafikkontoret*, one shopkeepers representative, 8 utility companies and 10 freight forwarders and freight owners.

While the main interests of *Trafikkontoret* are obviously public, i.e. related to the development of the project, the freight traffic safety, efficiency and environment, the main interest of the shopkeepers is related to how their businesses could be affected by city logistics initiatives, that is, they mostly take care of the accessibility of goods to their shops. Freight forwarders and freight owners representatives are quite unanimously interested in how regulation changes could affect their operations, then in accessibility of goods and in development of the initiatives. Finally, utility companies take part in the freight committees meeting mostly to lobby for issues related to real estate and research and to monitor the development of the city logistics initiatives.

## Timetable of the freight committee meetings

n.	Date	Number of participants	Objective of the meeting
1	31/10/2013	16	Vision and roadmap for freight, information of current projects, update/discussions of relevant current topics/issues incl. SMARTSET
2	27/02/2014	20	Infrastructure development, city freight development, congestion charging, update/discussions of relevant current topics/issues incl. SMARTSET
3	08/05/2014	22	Traffic strategy, waste transports, new vehicle and freight solutions, update/discussions of relevant current topics/issues incl. SMARTSET
4	16/10/2014	17	Infrastructure development, city region development, update/discussions of relevant current topics/issues incl. SMARTSET

**Table 7: Gothenburg – Timetable of the FC meetings**

The freight committee meetings in Gothenburg are held three times per year and have an average attendance of 19 participants. The subjects covered during the meetings vary from the roadmap and vision toward a different city logistics, the infrastructure development at the service of city logistics, the congestion charging and the traffic strategy to the innovative freight vehicle solutions.

## 5.2. Newcastle

### Freight committee description

Name of the FC	Tyne & Wear Freight Partnership
Existing/New	Existing
Establishment date	2005
Objective of the FC	The TWFP seeks to understand the problems and issues relating to freight movement and provides a mechanism through which they can be addressed. It brings together operators, industry representatives, local authorities, the Highways Agency and local key stakeholder groups to facilitate delivery of an action plan targeted at improving the efficiency, safety and sustainability of freight.

**Table 8: Newcastle – FC description**

The Newcastle freight committee has been operating since 2005 with the purpose of facilitating the delivery and implementation of an action plan including various measures aiming at the improvement in efficiency, safety and sustainability of the freight movements. The existing freight committee, named *Tyne & Wear Freight Partnership*, is used for the purposes of SMARTSET project too.

### Composition of the freight committee

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
1	Citizens*	Newcastle University	Various
2	Citizens*	Northumbria University	Various
3	Freight forwarders	CILT	Various
4	Freight forwarders	InPost	Various
5	Freight forwarders	Delivery Co	Various
6	Freight forwarders	Elddis Transport	Various
7	Freight owners	A G Barr	Various
8	Freight owners	Alex Smiles	Various
9	IT service providers	AECOM	Various

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
10	IT service providers	VOSA	Various
11	Municipality	Newcastle City Council	Various
12	Municipality	Sunderland City Council	Various
13	Municipality	North Tyneside Council	Various
14	Municipality	Gateshead Council	Various
15	Municipality	South Tyneside Council	Various
16	Municipality	Durham County Council	Various
17	Municipality	Highways Agency	Various
18	Municipality	T & W Regional transport authority	Various
19	Terminal operators	Tyne & Wear Transport Planning Team	Various
20	Terminal owners	Port of Tyne	Various

**Table 9: Newcastle – Composition of the FC**

\*Newcastle and Northumbria Universities are here classified as citizens since they mainly act in favour of policies that directly impacts citizens.

The freight committee *Tyne & Wear Freight Partnership* is composed by 20 stakeholders: 8 public bodies, 2 terminal owners and operators, 2 IT service providers, 4 freight forwarders and 2 representing citizens and customers. No shopkeepers representative and utility companies are involved in the committee.

## Timetable of the freight committee meetings

n.	Date	Number of participants	Objective of the meeting
1	March 2013	22	Progress with Fleet Operator Recognition Scheme (FORS); Consultation on no-car lanes; Trial of longer semi-trailers
2	June 2013	16	Local Freight Development Plan
3	September 2013	20	Transport developments in Sunderland; Safe Urban driving course; New investment in cycling
4	December 2013	22	Effective transport solutions; network plan for Newcastle; SMARTSET project
5	March 2014	26	SMARTSET; Cycle logistics by Outspoken! Delivery
6	June 2014	18	Parcel lockers; measuring light goods traffic
7	September 2014	25	Freight exchange; carbon calculator; SMARTSET update
8	December 2014	19	Newcastle Loading Study; Foreign vehicle survey; SMARTSET

**Table 10: Newcastle – Timetable of the FC meetings**

The freight committee meetings in Newcastle are held every 3 or 4 months and have an average attendance of 21 participants. The subjects covered during the meetings vary from general issues like the local freight development plan to other issues more related to operations.

## 5.3. Padua

### Freight committee description

Name of the FC	Express Delivery implementation from Cityporto
Existing/New	New
Establishment date	2013
Objective of the FC	To get to the best solution in terms of customers satisfaction for the service of delivery of express parcels

**Table 11: Padua – FC description**

In Padua a new freight committee was established in 2013 aiming at implementing, over the existing last mile services operated by Interporto, the best solutions for express deliveries. This new FC comes from the previous experience of the first one composed by the public local stakeholders (Municipality of Padua, Chamber of Commerce of Padua, Province of Padua, Aps Holding) who in 2004, with the signature of a Framework Agreement, started the last mile operations from Interporto (“Cityporto”).

### Composition of the freight committee

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
1	Terminal owners	Interporto Padova	To further develop Cityporto initiative by implementing a new sector of activity
2	Freight owners	Sebmandi	Increase the customers satisfaction of the deliveries referred to e-commerce
3	IT service providers	Telerete	Implementing an IT system suited to performance required by the new sector of activity

**Table 12: Padua – Composition of the FC**

The Padua freight committee is composed by only 3 stakeholders: Interporto Padova (the terminal owner and last mile operator), one freight owner and the IT service provider in charge of implementing the IT solutions required by the new business to be implemented in the field of express deliveries.

## Timetable of the freight committee meetings

n.	Date	Number of participants	Objective of the meeting
1	July 2013	2	Discussion about the possibility to start with express deliveries.
2	September 2013	2	Implementation of procedure to manage the deliveries according to the performance quality indicators required by the customers.
3	November 2013	2	Discussion about the increase of volume of express deliveries due to e-commerce.
4	February 2014	2	Continuation of the discussion started in the meeting of November upon the increase of volume of express deliveries due to e-commerce.
5	March 2014	2	Continuation of the discussion started in the last two meetings upon the increase of volume of express deliveries due to e-commerce.

**Table 13: Padua – Timetable of the FC meetings**

The freight committee meetings in Padua are hold every 2 or 3 months and have an average attendance of 2 participants. The subjects covered during the meetings are mainly related to the goal of the freight committee, that is the implementation of express delivery services. The main objectives were the discussion about how to start with express deliveries and the industry trend fostered by the e-commerce.

## 5.4. Berlin

### Freight committee description

Name of the FC	Berlin freight committee
Existing/New	Re-cast
Establishment date	In process
Objective of the FC	Sustainable urban freight and logistics; considering all modes of transport, intermodal transport hubs, and alternative energy usage; common meetings of the intended FC did not yet take place, as the SMARTSET solution for Berlin is still in discussion; therefore regular meeting in a format like the FC did not yet make sence; so far meeting took place as personal / smaller meeting to discuss issues in an "open" environment.
Notes	There have been FC meetings in Berlin before, but regular meetings ended in 2005. Since then only occasional meeting took place, mostly thematically focused. SMARTSET, with the recasting of the existing FC, will set up a new regular meeting format.

**Table 14: Berlin – FC description**

The previous Berlin FC regularly hold meetings until 2005, then only occasional meetings thematically focused took place. For the purpose of SMARTSET, in the framework of which the city of Berlin has the aim to produce a feasibility study/business plan for the realization of a new terminal for city logistics, the freight committee will be recast and regular meetings will be hold.

## Composition of the freight committee

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
1	Terminal operators	BEHALA Berlin	Intermodal transport processes
2	Municipality	Environmental department City of Berlin	Air quality
3	Municipality	Transport department City of Berlin	Sustainable Transport
4	Municipality	Borough of Tempelhof-Schöneberg Berlin	Efficient use respecting planning requirements
5	Terminal owner	Deutsche Bahn Netz	Infrastructure provision
6	Shop-keepers	Chamber of Commerce	Input considering needs of regional shops and so on
7	Freight owners	t.b.c.	depending on the SMARTSET solution
8	Municipality	EMO Berlin	Berlin's e-Mobility agency
9	Freight forwarders	BdKEP	Parcel services lobby group
10	Freight forwarders	Messenger	Local courier service

**Table 15: Berlin – Composition of the FC**

The Berlin freight committee is officially composed by 10 stakeholders: four public bodies part of the Municipality of Berlin, the terminal operator Behala, DB Netz, the Chamber of Commerce representing the shop keepers and two freight forwarders.

## Timetable of the freight committee meetings

The official freight committee meetings in Berlin are expected to start within September 2015, involving about 15-20 participants. The meetings will focus on the presentation of the solutions developed and assessed in SMARTSET, and the discussion about them and the related requirements.

## 5.5. Forlì

### Freight committee description

Name of the FC	Forlì freight committee
Existing/New	New
Establishment date	25/03/2014
Objective of the FC	To collaborate for finding new transport solutions related to the last mile freight delivery.

**Table 16: Forlì – FC description**

The Forlì freight committee has been established for the purposes of the SMARTSET project in March 2014 with the aim of finding innovative solutions related to last mile freight operations.

### Composition of the freight committee

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
1	Shop-keepers	Association of Downtown Shop-keepers	Avoid that the initiative hinders their procurement activities.
2	Citizens	Representatives of the districts	To reduce traffic in the city centre
3	Municipality	Municipality of Forlì	Match the needs of the stakeholders and propose feasible solutions.
4	Freight forwarders	SDA	Avoid that the initiatives hinders their delivery activities.
5	Freight forwarders	TNT-Traco	Avoid that the initiatives hinders their delivery activities.
6	Freight forwarders	BRT	Avoid that the initiatives hinders their delivery activities.
7	Freight forwarders	UOS	Avoid that the initiatives hinders their delivery activities.
8	Freight forwarders	DHL	Avoid that the initiatives hinders their delivery activities.
9	Freight forwarders	Other freight forwarders	Avoid that the initiatives hinders their delivery activities.

**Table 17: Forlì – Composition of the FC**

The Forlì freight committee is officially composed by 8 stakeholders: one public body, the Municipality of Forlì, a citizens representative, the association of shopkeepers located in the inner city, mainly interested to avoid that new city logistics projects would affect their business, and 5



freight forwarders, mainly interested in the potential changes in regulation that could affect their operations.

## Timetable of the freight committee meetings

n.	Date	Number of participants	Objective of the meeting
1	28/11/2013	10	Presentation of SMARSTET project and constitution of a steering committee for the delivery of goods in the city centre.
2	25/03/2014	6	Presentation to the freight forwarders and to the associations representing the shop-keepers of the results of the survey run among the shops of the city centre in order to understand the organization of the delivery of goods.
3	03/04/2014	8	Presentation to representatives of the citizens of the results of the survey run among the shops of the city centre in order to understand the organization of the delivery of goods.
4	17/07/2014	9	To compare the interests of all the different stakeholders and to present the solutions proposed by the municipality.
5	20/09/2014	25	Presentation of the project and of the solutions to the political establishment and to the citizens.

**Table 18: Forlì – Timetable of the FC meetings**

The freight committee meetings in Forlì are held every about 2 months and have an average attendance of 12 participants, with the maximum participation registered during the last meeting, when the final project was presented to the city. The subjects covered during the meetings are accompanying the SMARTSET project phases and activities, in fact they started with the presentation of the project and of the survey results and continued with the discussion about potential city logistics solutions.

## 5.6. Graz

### Freight committee description

Name of the FC	Core Group
Existing/New	New
Establishment date	30/10/2013
Objective of the FC	Enabling a proper work in Graz according to the objectives of SMARTSET

**Table 19: Graz – FC description**

The Graz freight committee has been established in October 2014 in order to enable a proper work according to the objectives and the tasks of SMARTSET project.

## Composition of the freight committee

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
1	Freight forwarders	Florian Wirth, Fuhrwerk	Operator of delivery service (pilot Graz)
2	IT service providers	Technical University Graz, Institute for Technical Logistics*	scientific details, experience from many other projects, evaluation
3	Municipality	Gerhard Ablasser, City of Graz	Promotion of city logistics solutions according to the political targets of Graz
4	Municipality	BIM	Assistance to the City of Graz in this project as external expert
5	Shop-keepers	Citymanagement Graz	Contact to the shop-keepers and promotion of bring mE
6	Utility companies	E-Mobility Graz	Contact to Holding Graz lines (Public transport operator in Graz) and provider of E-vehicles

**Table 20: Graz – Composition of the FC**

\* The Technical University of Graz is here classified as “IT service provider” since it acts inside the FC with the same main interest of such a category.

The Graz freight committee is composed by 6, very well differentiated, stakeholders: the Municipality with its assisting company BIM, aiming at the promotion of city logistics solutions, *Fuhrwerk*, the freight forwarder in charge of operating the deliveries, The University of Graz, in charge of evaluating the project, a shopkeeper representative and the Graz public transport operator that also provide the e-vehicle for the project.

## Timetable of the freight committee meetings

n.	Date	Number of participants	Objective of the meeting
1	30/10/13	9	Checking the possibility of implementing a city logistics initiative in Graz, reducing traffic generated by last mile delivery
2	03/12/13	9	Review of the logistics projects implemented in the past and in other locations as basis for the Graz city logistics initiative
3	14/01/14	7	Discussion of the project plan for the pilot project
4	28/01/14	6	Preparation of pilot project business plan
5	28/01/14	7	Plan for public relation concept - The new pilot project in Graz

n.	Date	Number of participants	Objective of the meeting
6	24/02/14	6	Determination of the public relation activities for the pilot
7	03/03/14	7	Business plan and costs
8	17/03/14	6	Public relation activities, details on pilot
9	31/03/14	5	Details on public relation
10	14/04/14	6	Procedure implementation of the pilot
11	22/04/14	5	Public relation materials
12	06/05/14	5	Public relation materials and tender for promotion
13	08/07/15	6	Concept for kick-off of pilot
14	21/07/15	16	Presentation of bring mE to the shop owners
15	04/11/14	4	Preparation of the evaluation
16	04/12/14	10	Preparation conc. feasibility of the hub in Graz
17	04/12/14	6	Decision of evaluating bring mE

**Table 21: Graz – Timetable of the FC meetings**

The freight committee meetings in Graz are hold more than one time a month and have an average attendance of 7 participants. They are more operative than discussion meetings.

## 5.7. Rome

### Freight committee description

Name of the FC	Comitato di Gestione del Progetto di van-sharing elettrico per la distribuzione urbana delle merci (Management Committee - Project of electric van-sharing for the urban freight distribution)
Existing/New	Existing
Establishment date	October 2012
Objective of the FC	Coordinate the management of the Project van - sharing for the freight distribution and to share decisions for future implementations

**Table 22: Rome – FC description**

The Rome freight committee has been established in October 2012 in order to coordinate the management of the Project of van-sharing for the freight distribution and to share decisions for future further implementations and it is used for the purposes of SMARTSET project too.

## Composition of the freight committee

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
1	Municipality	Mobility and Transport Department	Sustainable freight distribution in urban area
2	Public body	Ministry of the Environment	Environmental protection
3	Terminal owners	Unindustria (Union of Industrialists) - UNI	Efficient logistics system
4	Utility companies	Roma Servizi per la Mobilità - RSM	Transportation planning regarding person and goods

**Table 23: Rome – Composition of the FC**

The Rome freight committee is composed by 4 stakeholders: the Municipality, the Ministry of the Environment, a category association representing the terminal owners and the public utility company operating in the mobility sector.

## Timetable of the freight committee meetings

n.	Date	Number of participants	Objective of the meeting
1	May 2014	11	Collect opinions about the urban freight distribution in LTZ area
2	July 2014	13	Discussion on activities
3	December 2014	14	Identification of specific areas for the exchange of goods
4	January 2015	16	Discussion on the freight areas

**Table 24: Rome – Timetable of the FC meetings**

The Rome freight committee, established in October 2012 but used for the purposes of SMARTSET too, held 4 meeting, one every 3 month on average. The meetings registered an average attendance of some 14 participants and were mainly focused on the impact area and on the discussion about operational activities of the project.

## 5.8. Sundsvall

### Freight committee description

Name of the FC	Sundsvall City Freight Committee
Existing/New	New
Establishment date	December 2014

Objective of the FC	To support and give feedback in matters concerning City logistics and other goods transport matters.
Notes	Informal committee

**Table 25: Sundsvall – FC description**

The Sundsvall freight committee has been established in December 2014 in order to enable a proper work according to the objectives and the tasks of SMARTSET project. It is an informal FC aiming at supporting and giving feedbacks in matters concerning City logistics and other goods transport matters.

## Composition of the freight committee

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
1	Freight owners	Atlantbanan	Railroad supporting group
2	Freight owners	Linjegods	A possible operator for the Last Mile
3	Freight owners	Green Carrier	To increase their volumes and support a greener transport of goods
4	Freight owners	Sundfrakt	A possible operator for the Last Mile
5	Freight owners	DB Schenker	A major goods operator, interested in increased volumes
6	Freight owners	Skellefteå Lastbilsstation AB	A possible operator for the Last Mile
7	Freight owners	Green Cargo	A major railroad goods operator, interested in increased volumes
8	Freight owners	DSV	A major goods operator, interested in increased volumes
9	Freight owners	BPM Transport	A goods operator, interested in increased volumes
10	Freight owners	Postnord	A major goods operator, interested in increased volumes and city logistics
11	Freight owners	DHL Freight	A major goods operator, interested in increased volumes
12	Municipality	Länsstyrelsen Västernorrland	County representativeness in logistics
13	Municipality	Bräcke kommun	Neighbouring Municipality interested in cooperation
14	Municipality	Regionförbundet Jämtlands län	Neighbouring regional council interested in cooperation
15	Municipality	Östersunds kommun	Neighbouring Municipality interested in cooperation
16	Municipality	Ånge kommun	Neighbouring Municipality interested in cooperation
17	Municipality	Sundsvalls kommun	Contributing to a better city environment
18	Municipality	Sundsvall Logistikpark AB	Project coordination

n.	Stakeholder category	Name of the stakeholder	Main interests lobbying for
19	Shop-keepers	Association of Downtown Shop-keepers	Avoid that the initiative hinders their procurement activities.
20	Terminal owners	Logent Ports & Terminals	A major terminal operator, interested in goods flow

**Table 26: Sundsvall – Composition of the FC**

The Sundsvall freight committee is composed by 20 stakeholders: a freight forwarder, 10 freight owners, 6 public bodies, one shopkeepers representative and one terminal owner.

## Timetable of the freight committee meetings

n.	Date	Number of participants	Objective of the meeting
1	16/12/2014	26	Collect opinions about the proposed city logistic setup

**Table 27: Sundsvall – Timetable of the FC meetings**

The Sundsvall freight committee, established in December 2014, held only one meeting, attended by 26 participants and organised in order to collect opinion about the proposed city logistics initiative.

## 6. ISSUES AND OUTCOMES OF FREIGHT COMMITTEES

The activities of the freight committees are analysed considering their specific activities. In particular, this section analyses the issues discussed during the freight committees meeting, the stakeholder categories affected by the issue and the related outcome.

The topics of the issues discussed are clustered in 5 categories: governance and service, infrastructure, vehicles, IT and regulation and incentives. The stakeholder categories considered when evaluating the impact of the issues under discussion are: City planners, customers, freight forwarders, freight owners, IT service providers, shop-keepers, terminal operators, terminal owners and utility companies. Finally, the types of outcomes of the discussion or the actions decided thanks to the activities of the freight committees are categorised according to the following types: regulation, advice to the PA, memorandum of understanding, business initiative and communication initiative.

Topic of the issue	Frequency
Governance and services	10
Infrastructures	6
Vehicles	6
IT	5
Regulations and incentives	9

**Table 28: Topic of the issues – aggregate**

The highest number of topics discussed and dealt with during the meetings of the freight committees of the cities participating in SMARTSET is related to governance and services. This group mainly refers to the service development, communication strategy, best practice sharing aiming at the setting of a proper project and implementation plan, traffic management and other issues related to the city logistics project itself. The most representative topic of this group is the one discussed in January 2014 in Graz. It is related to the regulation and the restrictions for the delivery services in the pedestrian zone of the city that come up with a recommendation to the City of Graz for a new regulation of last mile deliveries.

High attention was paid also on topics related on regulations and incentives. Starting from the analysis of the existing situation (like the case of Forlì, where it emerged that lots of shopkeepers and freight forwarders try to operate without complying with the existing regulations), some FC meetings considered the potential solution to implement in the easiest and most collaborative way possible a restrictive regulation incentivising sustainable last mile solutions.

Topics related to infrastructures mainly concern the terminal localisation and the impact of the project on the city infrastructure, also in term of required modifications of them.

The topics related to vehicles addresses two main problems: the viability of using environmentally friendly vehicles and the availability and management of infrastructure related to vehicles like recharge points and parking. Both Forlì and Gothenburg dealt with the problem related to the high cost of full electric or environmentally friendly vehicles. In the first case the issue dealt with the operational viability and economical sustainability of a business model envisaging such a vehicles. In

the second case, the one of Gothenburg, the problem was simply confirmed in its existence and the freight committee tried to look for subsidies for buying or renting environmental-friendly vehicles. In Newcastle, instead, the focus was more on the impact of vehicles on the campus area and on the availability of loading and unloading solutions.

The IT issues discussed during the meeting of the freight committees concerned mainly the software and the technological solutions needed for the tracking of shipments, like in the case of Forlì, where a system enabling the seamless tracking is needed in case of adoption of an urban consolidation centre. Other related issues concerned the development of IT solutions needed for the trials and a multi modal carbon calculator.

Stakeholder category impacted	Frequency
City Planners	7
Customers	8
Freight forwarders	20
Freight owners	5
IT service providers	1
Shop-keepers	13
Terminal operators	2
Terminal owners	5
Utility companies	1
All	11

**Table 29: Stakeholder category impacted – aggregate**

As shown by the table above, the category of stakeholder that turns out to be mostly impacted by the projects envisaged in SMARTSET and by the issues emerged during the freight committees meeting is the one of freight forwarders, followed by the shopkeepers.

It is not by chance: city logistics initiatives necessarily impact on the business model of freight forwarder and of the shop-keepers receiving the deliveries.

Other stakeholder categories relevantly affected are city planners, customers, freight owners and terminal owners.

Type of outcome or action	Frequency
Regulation	5
Advice to the PA	5
Memorandum of understanding	0
Business initiative	5
Communication initiative	9

**Table 30: Type of outcome – aggregate**

The most relevant type of outcome is a communication activity, then other frequent outcomes are regulation, advice to the PS and business initiatives.

The role of a freight committee is usually linked to the discussion of projects and solutions and the sharing of common knowledge and awareness about a problem. Taking this into account, it is simple



to understand how a crucial role have to be assigned to communication initiative aiming at the diffusion of a common awareness about a problem and then of the solution proposed by the projects to deal with it.

When the freight committee discuss about problems or solutions to be implemented and agree upon them, the issue of a regulation or an advice to the PA or, directly, a decision about a business initiative, are the natural implementation phase of the discussion.

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## 7. CONCLUSIONS

The analysis of the SMARTSET freight committees allows to highlight some conclusive remarks about the approaches, opportunities and criticalities associated with their activity and their effectiveness:

- Some **major challenges** appear relevant from the analysis:
  - Whatever its form, the Freight Committee needs to be promoted, and its meetings designed and implemented, with special attention in order to maintain the involvement of stakeholders in time and make the participation to the Freight Committee a priority for them. The risk of decreasing commitment after the first meeting has been registered in multiple instances, and it involves especially private operators (whose agenda are mostly focused on short-term issues and deadlines), both of big size (because they might get the impression that a FC is too generic and too little operational) and small size (because of a possible lesser interest in the issue especially when the initiative seem to hinder their day-to-day operations).
  - Accordingly, the Freight Committee should avoid turning into a broad discussion forum without concrete plans at stake, but on the contrary should focus on operational readiness, by involving not only actual decision makers but also the most appropriate individuals among their representatives in order to bring to the table issues/solutions which contribute directly to the implementation of the envisaged initiative.
  - However, the contribution of a varied number of stakeholders is to be encouraged in order to provide contributions from all perspectives, in order to avoid problems of biased agenda-setting by a limited number of major stakeholders.
- Depending on the **local contexts**, the existence itself of SMARTSET-specific freight committee can turn out to be problematic in that it adds to the activities of an already high number of comparable groups (platforms, round tables, committees), stemming both from public authorities and from private business; this is the case of bigger cities especially and even more of those which represent important administrative centres such as the country capital (e.g. Berlin), where meetings between policy makers, association, chambers of commerce happen regularly however. In this case, it is most effective to design a Freight Committee as a calendar of thematically focused meetings within the activities of already established groups. On the contrary, in smaller cities the SMARTSET freight committees are themselves a chance to set up a round table for the city, which can live beyond the timeline and issues of the SMARTSET project (e.g. Sundsvall, where there are plans to develop the FC further in order to turn it into a formal group with regular meetings).