

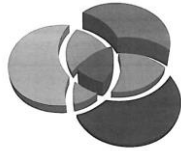
**CAMDEN TOWN HALL ANNEX,
ARGYLE STREET, WC1H 8NJ**

**Delivery and Servicing Management
Plan**

**Prepared on behalf of Crosstree Real
Estate Management Ltd**

PJB/TWR8/14/2096/DSMP01

December 2014



DOCUMENT CONTROL




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Client: Crosstree Real Estate Management Ltd

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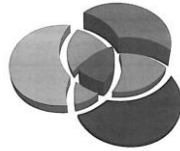
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CONTENTS

1	INTRODUCTION.....	1
2	SITE DESCRIPTION AND LOCATION.....	3
3	SERVICING	6
	3.1 Proposed Arrangement	6
	3.2 Delivery Management Measures	8
	3.3 Parking and Loading Area Management Plan	9
4	DELIVERY FREQUENCY AND DURATION.....	10
5	COACH AND TAXI ARRANGEMENTS	12
	<i>Coaches</i>	12
	<i>Taxis</i>	13
6	SUMMARY AND CONCLUSIONS.....	14

PLANS

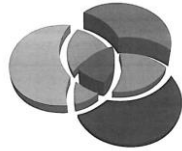
Plan 01	Site Location Plan
Plan 04	One-way Arrangement

DRAWINGS

2014/2096/004	Existing Road Markings
2014/2096/005	Delivery Swept Paths
2014/2096/006	Delivery Swept Paths – Simultaneous Deliveries
2014/2096/007	Swept Path Analysis – Disabled Bays
2014/2096/009	Service Vehicle Tracking Route

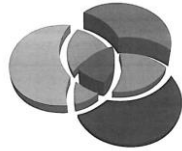
APPENDICES

Appendix A	TfL Pre-Application Advice
Appendix B	Proposed Site Layout
Appendix C	Delivery Schedule
Appendix D	Code of Conduct

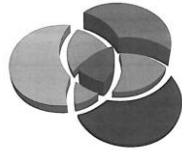


1 INTRODUCTION

- 1.1.1 RGP is instructed by Crosstree Real Estate Management Ltd to prepare a Delivery and Servicing Management Plan in respect to a proposed 270 bedroom boutique hotel at Camden Town Hall Annex, Argyle Street, WC1H 8NJ.
- 1.1.2 A Delivery and Servicing Management Plan (DSMP) is a framework identifying the requirements to manage the transport impacts associated with the delivery of goods and the servicing of equipment generated by an organisation.
- 1.1.3 A DSMP needs to be bespoke to both the organisation and the site it is developed for. It should aim to improve the efficiency of activities such as deliveries, collection, servicing trips and catering as appropriate to the organisation's activities.
- 1.1.4 A DSMP can provide improvements to procurement practices, supplier management, environmental management procedures, facilities management and safe and legal loading arrangements.
- 1.1.5 Once in place a DSMP will ensure:
- (i) that goods and services can be delivered and waste removed, in a safe, efficient and environmentally-friendly way;
 - (ii) identify deliveries that could be reduced, re-timed or even consolidated, particularly during busy periods;
 - (iii) help cut congestion on London's roads and ease pressure on the environment; improve the reliability of deliveries to the site concerned; and
 - (iv) reduce the operating costs of building occupants and freight companies; and reduce the impact of freight activity on local residents.
- 1.1.6 A DSMP is therefore capable of providing benefits not just to the site occupier, but also to the local community and suppliers.
- 1.1.7 This DSMP has been prepared by RGP in support of a planning application for the proposals at Camden Town Hall Annex, as per TfL's pre-application advice, attached hereto at **Appendix A**, which states that "*A Framework Delivery and Servicing Plan (DSP) should be included in the TA, to be later approved in detail through planning consent*". TfL's pre-application advice also recommends that a "*parking / loading area management plan forms part of the delivery and servicing plan*" and this is included within Section 3.3 of the report.

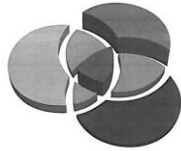


- 1.1.8 RGP has also prepared further documents in support of the proposals, including a Transport Assessment (Reference: PJB/TWR8/14/2096/TA01) and Travel Plan (Reference RLR/TWR8/14/2096/TP01). These documents are closely linked and hence should be read in conjunction with each other.



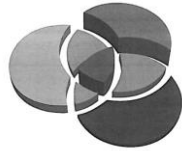
2 SITE DESCRIPTION AND LOCATION

- 2.1.1 **Plan 01** appended hereto illustrates the site's location. The site is well located in terms of access both by sustainable modes of transport and connectivity to the strategic highway network. As a consequence, sustainable travel is likely to be the principal mode of travel adopted by staff, and guests during their stay, even if initially arriving at the site by car.
- 2.1.2 The site is situated within the London Borough of Camden (LBC), on the southern edge of Euston Road to the west of its junction with Argyle Street.
- 2.1.3 The A501 Euston Road provides a principal east to west route within central London and forms part of Transport for London's Road Network (TLRN), operated and managed by Transport for London (TfL).
- 2.1.4 To the east, the A501 Euston Road forms part of the King's Cross gyratory, a network of one-way routes around the King's Cross / St. Pancras area. Approximately 400m east of the gyratory, the A501 forms a junction with the A1, a principal north-south route which forms the A1(M) at Junction 23 of the M25; and City Road, which links into the City of London.
- 2.1.5 To the west, the A501 Euston Road continues past Euston rail station, Euston Circus (a signalised junction with the A400 Tottenham Court Road) and provides a link to the A40. The A40 in turn forms a principal route into / out of London to the west, forming the M40 at Junction 16 of the M25.
- 2.1.6 Euston Road comprises a 6 lane duelled section of road in the vicinity of the site, facilitating two-way vehicular traffic, as illustrated within **Photograph 1**, below. Euston Road includes a designated bus lane in both directions and a central reservation formally separating the two carriageway approaches. Red route 'no stopping' restrictions are in place alongside both sides of the carriageway.
- 2.1.7 Euston Road falls outside of the Central London Congestion Charging zone, although roads to the south of this, including Argyle Street, are located within the charging zone.
- 2.1.8 Argyle Street is a one-way single lane road facilitating north-bound traffic only. This forms a signalised junction with Euston Road immediately to the east of the site which permits left turn manoeuvres only (i.e. westerly direction along Euston Road). **Photograph 2**, below, provides an illustration of this arrangement.



Photographs 1 & 2. Euston Road and Argyle Street Junction

- 2.1.9 Argyle Street is fed from St Chad's Street and Argyle Square to the south and east, which in turn are fed from Euston Road to the north and Grays Inn Road to the east. **Plan 04**, attached hereto, provides an overview of the one-way routes in place in the vicinity of the site.
- 2.1.10 As outlined, Euston Road forms a Red Route comprising double red line 'no stopping' restrictions along the entirety of its length which are in operation 24 hours a day. No parking, loading or stopping is permitted unless in a designated marked bay, with the exception of pick-up / drop-off activity by persons with a valid disabled parking permit or taxi pick-up / drop-off activity.
- 2.1.11 The development site falls within Controlled Parking Zone (CPZ) 'CA-D Kings Cross Area' which operates between 08:30-18:30 Monday to Friday and 08:30-13:30 on Saturdays.
- 2.1.12 A number of parking controls are in place along Argyle Street with single yellow line parking restrictions in place, although the majority of the kerb-line comprises resident permit holder or pay and display car parking bays. Drawing **2014/2096/004**, attached hereto, provides an illustration of the existing parking controls and road markings in place in the vicinity of the site.
- 2.1.13 Immediately to the east of the site on Argyle Street are two disabled car parking bays, contained within a lay-by and thus these do not impact on the through-flow of traffic.
- 2.1.14 On the opposing side of the carriageway is a 2m by 25m loading bay, also contained within a lay-by and hence not impeding the through-flow of traffic. This loading bay is restricted to 'Loading only – Max 20 mins' as indicated within **Photograph 3**, overleaf.
- 2.1.15 Immediately to the south of the loading bay are two car club bays operated by 'city car club', as illustrated within **Photograph 4**, overleaf.

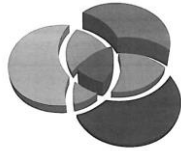


Photograph 3 & 4. Loading Bay and Car Club Bays

- 2.1.16 Under the proposals the disabled bays currently in place along the western edge of Argyle Street would be relocated to the basement level of the hotel building. A lay-by would be instated in their place, able to accommodate two cars simultaneously, to facilitate pick-up and drop-off activity.
- 2.1.17 Further restrictions with regards to Heavy Goods Vehicles are specified upon entry to Belgrave Street and Crestfield Street, as illustrated within **Photograph 5**, below.



Photograph 5. Heavy Goods Vehicle Restrictions



3 SERVICING STRATEGY

3.1 Proposed Arrangement

- 3.1.1 Under the proposals, servicing would primarily take place from the basement level of the site, with vehicular access provided via the existing ramp from Argyle Street. The retained ramp would be reduced to approximately 4.5m in width. **Appendix B**, attached hereto, provides an illustration of proposed layout of this basement.
- 3.1.2 As summarised above, Euston Road which fronts the site to the north is a red route subject to 'no stopping' restrictions and includes bus stops served by a particularly high frequency of services. This location is therefore not conducive to vehicle access or delivery vehicle loading.
- 3.1.3 All delivery vehicles would approach the site from Euston Road, which forms part of the TLRN, before turning south onto Belgrove Street, right onto St. Chad's Street and accessing the basement servicing area via Argyle Street, as illustrated on **Figure 3.1** below. These streets are characterised predominantly by guest houses / hotels and commercial premises, while Derbyshire House on St Chad's Street contains office space and meeting room facilities.

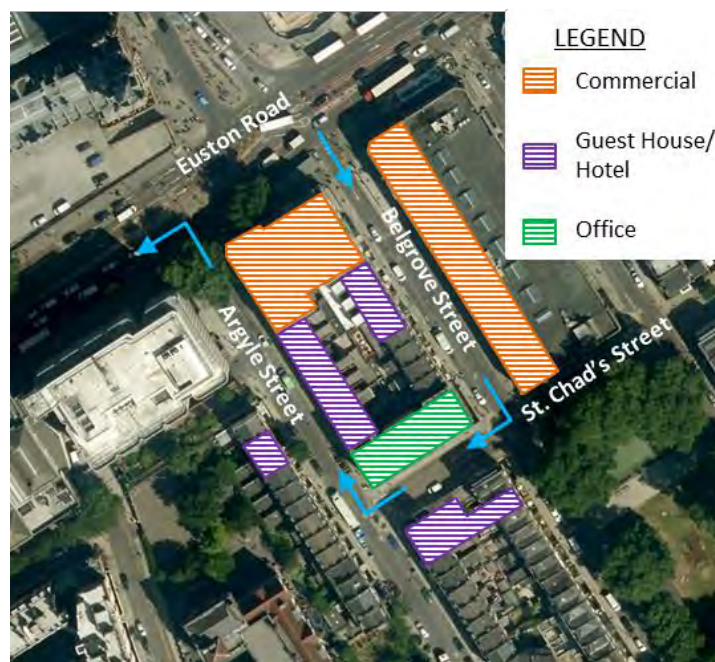
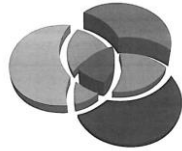


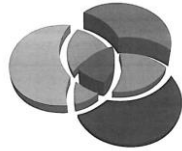
Figure 3.1. Delivery Vehicle Routing

- 3.1.4 The majority of delivery vehicles anticipated at the site would comprise light goods vehicles (LGVs) as advised by 'The Standard'; as hotel operator. The primary vehicle requiring access to the basement service area is the 7.5t panel van which has the following dimensions:



- (i) Overall length: 7.210m
- (ii) Overall Width: 2.192m
- (iii) Overall Height: 2.544m

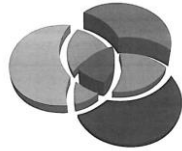
- 3.1.5 The basement area would benefit from a vertical clearance of 3.00m which would therefore provide suitable clearance for the above specified vehicle. The hotel operator has indicated that the highest vehicle requiring access to the basement would measure 2.790m, typical of a high top LGV, and hence this could be accommodated within the service area.
- 3.1.6 A swept path analysis has been undertaken to confirm that this delivery vehicle would be able to access and egress the basement service yard in a forward gear. As illustrated within drawing **2014/2096/005**, sufficient space would be afforded for this vehicle to manoeuvre within the service yard. As indicated within drawing **2014/2096/006**, this service yard could accommodate two service vehicles simultaneously, thus minimising the potential for a delivery vehicle being unable to access the site.
- 3.1.7 In the event that a delivery vehicle with a height in excess of 3.00m was required to service the site, this would be required to use the on-street loading bay on Argyle Street, illustrated within **Photograph 3**, above. The use of this loading bay would not impact the through-flow of traffic on Argyle Street.
- 3.1.8 The Transport Assessment prepared by RGP in support of the development proposals provides an assessment of the typical weekday use of this loading bay. This is noted to benefit from significant spare capacity throughout a typical day. Notwithstanding this, any delivery vehicles requiring use of this bay would be coordinated as to utilise periods when it is most likely to be unoccupied.
- 3.1.9 Deliveries will be unloaded from the rear of a service vehicle, with goods trolleyed down the basement ramp to the delivery entrance located within the basement. In this instance, the distance required for goods to be trolleyed between a goods vehicle and the hotel's service entrance would be approximately 30m, which is considered to be an acceptable distance.
- 3.1.10 Furthermore, as demonstrated by the attached swept path analysis provided within drawing **2014/2096/009**, this vehicle would be afforded sufficient space to access the loading bay from Argyle Street via Euston Road, Belgrove Street and then St Chad's Street. When departing, sufficient space would be afforded to egress the loading bay and turn left onto Euston Road.



- 3.1.11 As indicated within the attached site plan, the existing bin store would be retained adjacent to the access ramp. Under the proposals, the refuse collection arrangement would continue as existing; with refuse vehicles reversing into the site and waiting on the ramp while collecting waste. This off-street arrangement does not impact on the through-flow of traffic on Argyle Street and allows a refuse collection vehicle to re-join the highway network in a forward gear, thus minimising the impact on the operation of Argyle Street.
- 3.1.12 It is therefore considered that the proposed loading solution is suitable for the size and scale of the development. The provision of an off-street loading bay within the basement of the site and the availability of an existing on-street loading bay, which is suitable to accommodate larger vehicles, means there would be no impediment to the through-flow of traffic on Argyle Street. This arrangement would therefore not result in any reduction in highway safety. The controls and restrictions which would be in place are detailed within the remainder of this report.

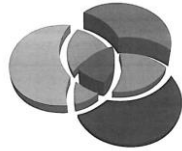
3.2 Delivery Management Measures

- 3.2.1 To minimise the impact of deliveries, the hotel operator would investigate applying to the Freight Operator Recognition Scheme (FORS) operated by TfL. This is a free industry-led membership scheme providing a quality and performance benchmark for the freight industry and forms part of the wider London Freight Plan.
- 3.2.2 This membership will help co-ordinate deliveries and ensure the frequency and size of each delivery is continuously monitored to improve efficiency.
- 3.2.3 As indicated, delivery vehicles would approach the site from the A501 Euston Road, before turning onto Belgrove Street, St. Chad's Street and finally Argyle Street before either turning left into the basement service area or manoeuvring into the on-street loading bay on Argyle Street.
- 3.2.4 Drawing **2014/2096/009**, attached hereto, provides an illustration of a delivery vehicle approaching the site via this route. It is considered that this route would create minimal impact on the adjacent highway network and ensure that deliveries reach the site without issue.
- 3.2.5 Goods would be unloaded from within the service bay and wheeled to the service yard. Once the delivery has been made, a service vehicle would exit the service yard / on-street loading bay and re-join A501 Euston Road.
- 3.2.6 As illustrated, a swept path analysis of this arrangement has been undertaken and this confirms the designated service vehicle would be able to access the site.
- 3.2.7 In addition, a delivery schedule will be prepared in order to ensure deliveries do not overlap and hence ensure only one delivery vehicle is present on-site at any given time.



3.3 Parking and Loading Area Management Plan

- 3.3.1 In line with TfL's advice, a Parking and Loading Area Management Plan has been prepared, tailored to the site's specific layout and requirements in order to ensure a safe and efficient operation of the basement area, which facilitates shared use for disabled guest parking and deliveries.
- 3.3.2 It is worthy of note that only two disabled bays would be contained within this area, anticipated to generate a minimal number of vehicle movements over the course of a typical day. As noted within **Section 4**, below, approximately 16 delivery vehicles would be anticipated at the site on a typical weekday. Access to and use of the disabled parking bays would be fully managed to ensure that vehicle conflicts do not occur. A booking system would operate for the disabled bays so that the hotel is aware of any disabled guest arrivals.
- 3.3.3 Notwithstanding the above, in order to ensure the safe operation of this space, priority would be given to disabled guests in the unlikely event that conflicts were to arise between disabled guests and delivery vehicles.
- 3.3.4 As outlined above, a delivery schedule would be prepared and all deliveries would be coordinated to ensure only that one vehicle (maximum of two) would arrive on site at any one time. A delivery schedule would ensure that members of staff are always aware of when a delivery is anticipated and hence would be aware of all service vehicle arrivals.
- 3.3.5 A member of staff would be identified as being responsible for the preparing and updating the Parking and Loading Area Management Plan and would ensure a member of staff would be available to meet each delivery vehicle arriving at the site and supervise the unloading of goods.
- 3.3.6 This staff member would ensure delivery drivers are directed to the appropriate location and are able to manoeuvre safely within the space afforded. Furthermore, this member of staff would give appropriate consideration to the requirements and safety of disabled guests in the event that these were to arrive / depart whilst servicing is taking place.



4 DELIVERY FREQUENCY AND DURATION

4.1.1 As detailed within the Transport Assessment prepared by RGP and submitted alongside this DSMP in support of the proposals, the anticipated frequency of delivery vehicle movements has been determined based on surveys of a comparable hotel sites.

4.1.2 The proposed hotel development would generate the following summary delivery vehicle movements over the course of a week in order to service the site.

(i) Typical weekday: 16 LGVs and 2 Refuse Collection Vehicles

(ii) Typical Saturday: 12 LGVs and 1 Refuse Collection Vehicle

(iii) Sunday / Bank Holiday: No Service Vehicle movements.

4.1.3 **Figure 4.1**, below contains a summary schedule of the planned deliveries at the site, whilst the full delivery plan is attached hereto at **Appendix C**.

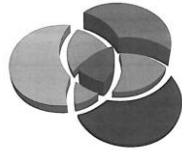
The Standard Planned Deliveries					
Type	Location	Frequency	Duration	Timings	Type of Vehicle
Food	Service Yard	12 per day	15 mins	07:00 – 18:00	Transit Van
Beer/Wine	Service Yard	3 per week	30 mins	07:00 – 18:00	Transit Van
Linen	Service Yard	1 per day	30 mins	07:00 – 18:00	Transit Van
Refuse	Service Yard	1 per day	10 mins	07:00 – 18:00	Refuse Vehicle
Recycling	Service Yard	1 per day	10 mins	07:00 – 18:00	Refuse Vehicle
Dry Cleaning	Service Yard	2 per day	20 mins	07:00 – 18:00	Transit Van

Figure 4.1. Delivery Schedule

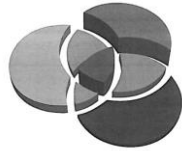
4.1.4 As illustrated above, there would be a maximum of 16 deliveries to the site during a typical weekday, all of which would be accommodated within the basement service yard. A further 2 refuse vehicles would service the site, collecting refuse and recycling respectively.

4.1.5 A Code of Conduct has also been prepared to accompany this DSMP, and is attached hereto at **Appendix D**. The Code of Conduct details measures and restrictions which will be adhered to by all delivery vehicle drivers and staff at the site in order to minimise the impact of servicing on the local highway network and residential amenity, and to ensure the safe operation of the service yard.

4.1.6 Over the course of a typical weekday (07:00-18:00), the hotel would generate approximately 18 service vehicle movements. Deliveries would occur for a maximum of 30-40 minutes, with the typical duration being in the region of 20 minutes.



- 4.1.7 As identified within Section 3, all deliveries would be coordinated such that only one vehicle would be present on-site at any given time.
- 4.1.8 All on-street deliveries would take place for a maximum of 20 minutes, adhering to the loading bay restrictions in place at the on-street loading bay on Argyle Street.
- 4.1.9 The delivery schedule would constantly be reviewed, with the frequency and size of each delivery continually monitored to ensure that the minimum number of deliveries occur at the site.



5 COACH AND TAXI ARRANGEMENTS

Coaches

- 5.1.1 Owing to the site's operation as a boutique hotel offering high quality guest accommodation in a sought-after location, it is considered that coach party arrivals would be particularly unlikely. Additionally, no discounts or incentives would be offered to large groups, further discouraging large parties. The hotel operator has confirmed that they would accept a condition / obligation restricting coach access to the site.
- 5.1.2 Notwithstanding the above, consideration has been given to accommodating coaches in the unlikely event that these were to arrive at the site.
- 5.1.3 Under the existing loading restrictions, coaches would be able to utilise the loading bay on the opposing side of Argyle Street, opposite the site. The restrictions state 'Loading only' and hence permit the loading and unloading of passengers as opposed to goods only. Loading in this bay is limited to a maximum of 20 minutes, to which any coaches would be required to adhere.
- 5.1.4 A number of coach parks are available throughout central London, which could be utilised by coaches after unloading guests on Argyle Street. **Figure 5.1**, below, identifies the coach facilities available.

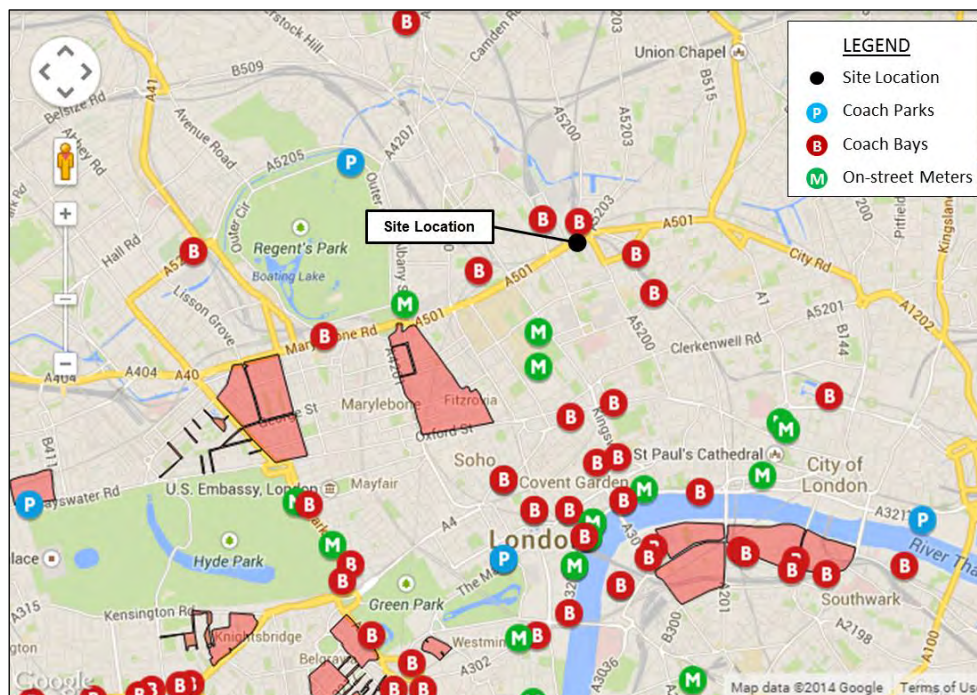
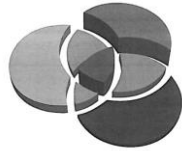


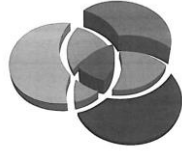
Figure 5.1. Coach Parking Facilities



- 5.1.5 As illustrated above, a number of coach bays exist within close proximity to the development site, with the closest provision being located on York Way, approximately 400m from the site. The closest coach parking facilities are located at Regents Park approximately 2km to the north-west of the site. Coach parking, managed by London Zoo, is available to both visitors and non-visitors.

Taxis

- 5.1.6 Under the development proposals the existing disabled parking bays would be converted into a lay-by to facilitate pick-up / drop-off activity. This location would therefore be conveniently located for taxi pick-up / drop-off purposes.
- 5.1.7 This bay would provide a safe and convenient location for the pick-up / set-down of guests arriving by taxi, in immediate proximity to the hotel's main entrance. Use of the bay would not be restricted to hotel guests however, also providing a safe pick-up / set-down point for members of the public.
- 5.1.8 This bay could be accessed by large cars and would provide sufficient space to suitably accommodate two vehicles. Furthermore, the presence of a vehicle in this bay would not impact on the through-flow of traffic on Argyle Street.
- 5.1.9 Reception staff would supervise the drop-off lay-by, ensuring its safe and efficient operation. Reception staff would also be available to pre-book taxis for guests. Guests would consequently utilise the waiting area within the entrance foyer whilst waiting for their taxi to arrive. Upon arrival they would enter their taxi, with assistance from hotel staff if they are travelling with luggage. This arrangement would therefore ensure that taxi pick-ups take place swiftly and hence would ensure the lay-by does not become congested.
- 5.1.10 Similar arrangements would be in place in the event that guests were to arrive or be collected by chauffeur. Likewise, these arrivals and departures would be supervised by reception staff.



6 SUMMARY AND CONCLUSIONS

6.1.1 This Delivery and Servicing Management Plan sets out a number of clearly defined procedures relating to guest travel (i.e. arrival/departure) and servicing and delivery. It also describes the management initiatives aimed at encouraging staff and guests to travel to and from the hotel by sustainable modes.

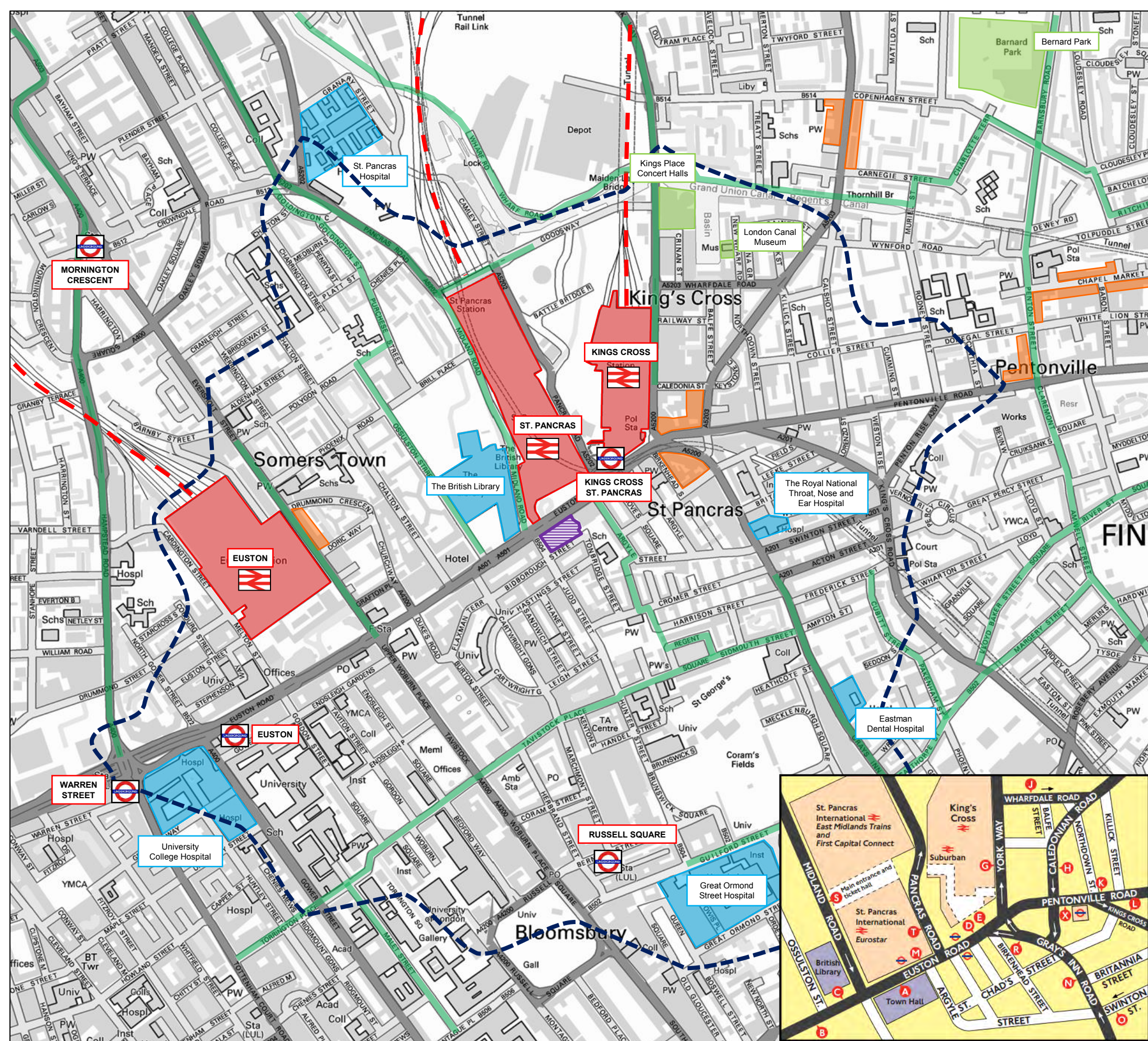
6.1.2 The report demonstrates the following:

- (i) Deliveries made by a 7.5t delivery vehicle can be accommodated within the dedicated off-street servicing bay, without causing any obstruction or harm to other road users. Adequate space would remain for other vehicles to manoeuvre within the basement area whilst deliveries are taking place;
- (ii) Any vehicles larger than a 7.5t vehicle could be accommodated within the on-street loading bay opposite the delivery entrance on Argyle Street;
- (iii) All deliveries to the site will be encouraged to partake in the FORS system, which will encourage providing a quality and performance benchmark for deliveries to the site;
- (iv) The proximity of the site to the TLRN would minimise disruption on the local highway network;
- (v) Deliveries for the hotel will be coordinated to ensure they do not coincide, with a maximum of 1 delivery occurring at any one time and would only be permitted between 07:00 and 18:00;
- (vi) A parking and loading management plan outlines measures which would ensure the safe and efficient operation of the parking / servicing area;
- (vii) A dedicated pick-up / drop-off facility would be provided on Argyle Street which would be utilised by taxis, minimising any potential impact on the free-flow of traffic;
- (viii) Coach pick-up / drop-off activity can be accommodated within the on-street loading bay, thus not impeding the through-flow of traffic; while a number of facilities are available to provide overnight coach parking












6.1.3 The proposals have been discussed and agreed with LBC. It is considered that the servicing arrangements are acceptable in highway terms and should therefore be supported by LBC.



PLANS



LEGEND

-  SITE LOCATION
-  RAIL STATION
-  RAILWAY
-  UNDERGROUND STATION
-  LOCAL BUS STOPS
-  1KM WALKING ISOCHRONE
-  RECOMMENDED CYCLE ROUTES
-  PUBLIC TRANSPORT
-  LEISURE / TOURISM
-  RETAIL
-  PUBLIC / COUNCIL BUILDING



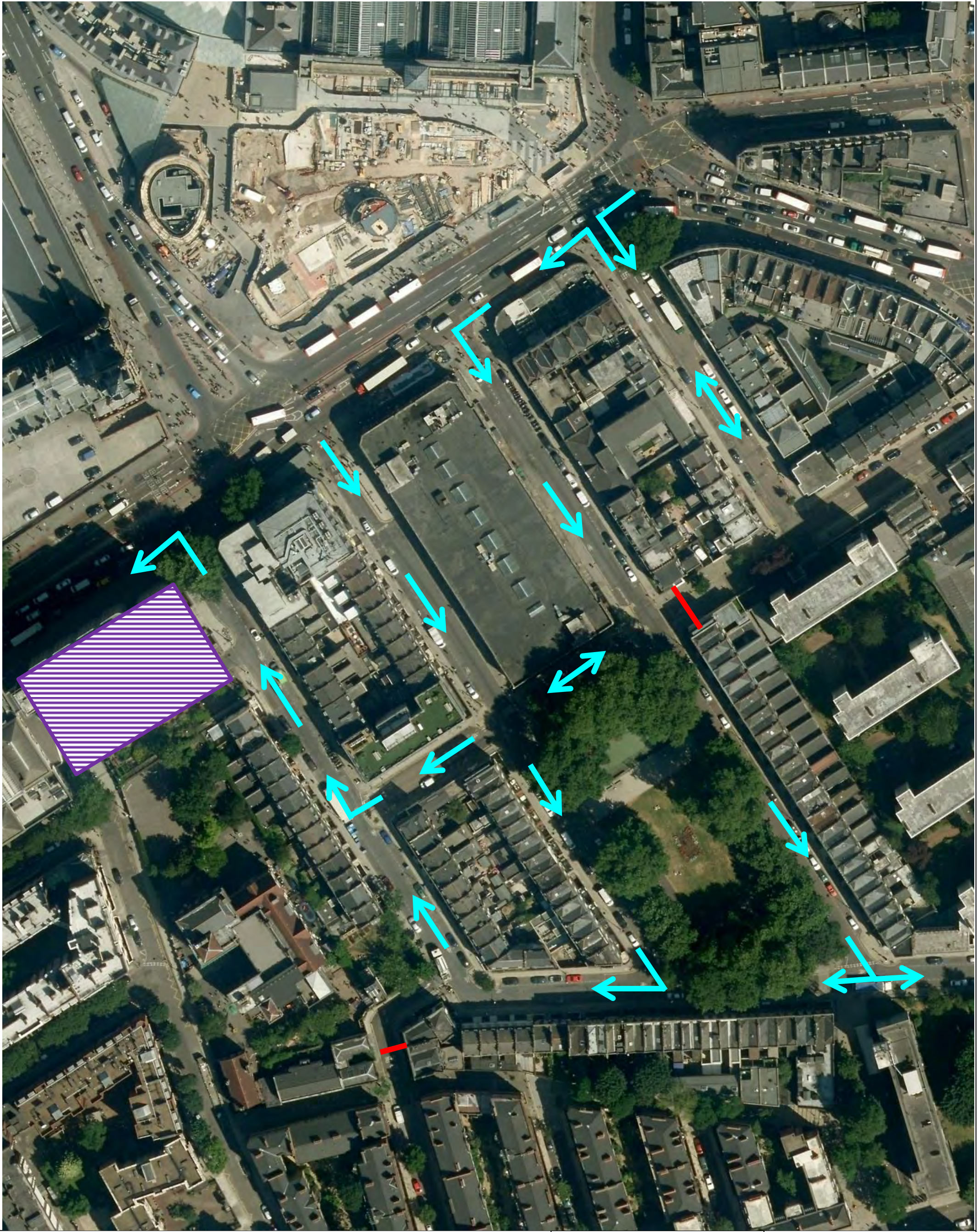
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 Camden Town Hall, Euston Road

Title:
 Site Location Plan

Plan No: Plan 01	Job No: 14/2096	Date: December 2014	Scale: NTS
Drawn By: GSE	Checked By: PJB	Approved By: NDR	Rev: -

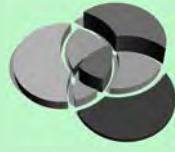


- LEGEND**
-  SITE LOCATION
 -  TRAFFIC DIRECTION
 -  NO VEHICULAR ACCESS



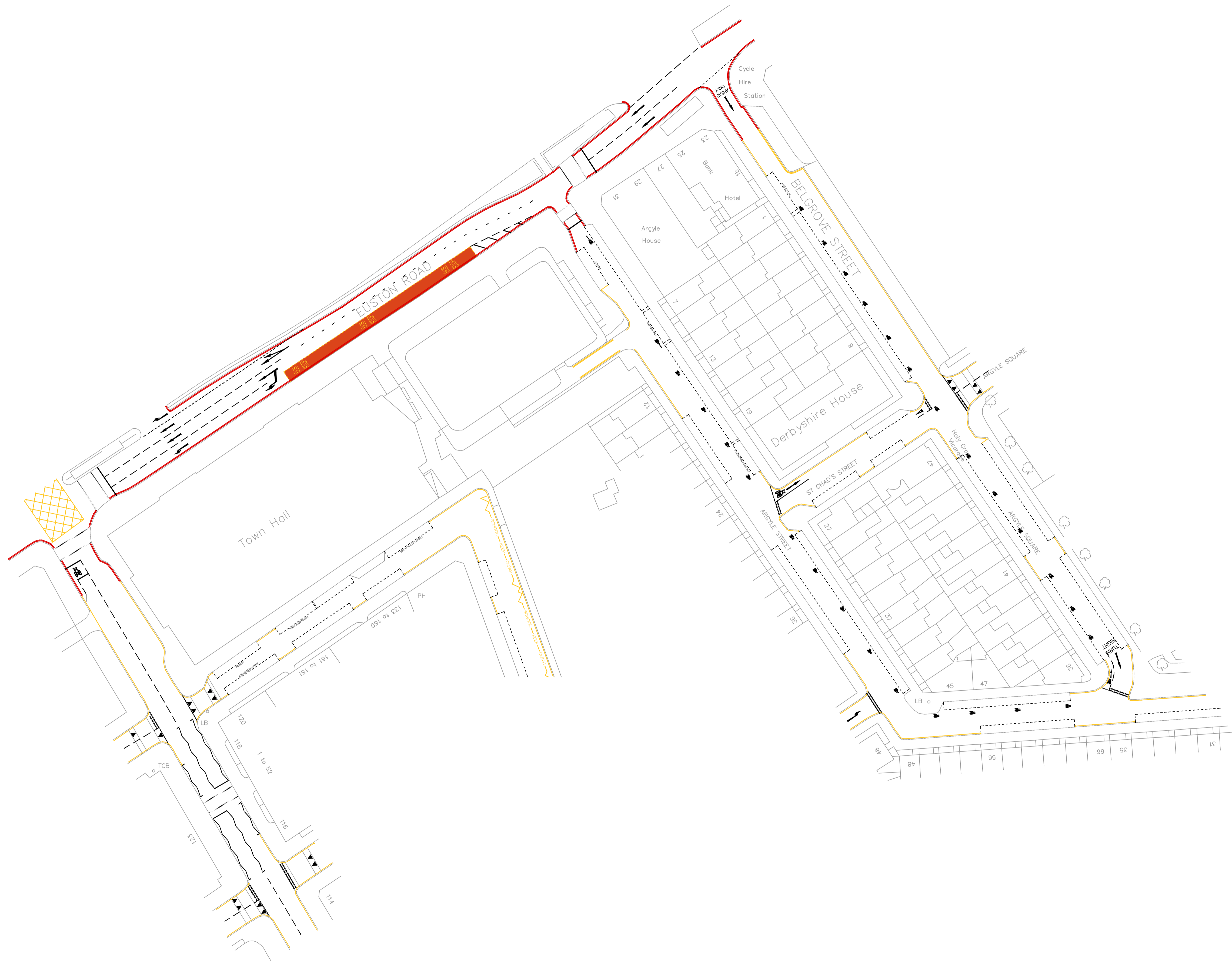
Transport Planning and Infrastructure Design Consultants
 The Old Stables, Fry's Yard, Bridge Street,
 Godalming, Surrey, GU7 1HP
 Tel: 01483 861681 Fax: 01483 861682
www.rgp.co.uk

Client: Crosstree Real Estate Management Ltd			
Project: Camden Town Hall, Euston Road			
Title: Existing One-way Arrangements			
Plan No: Plan 04	Job No: 14/2096	Date: December 2014	Scale: NTS
Drawn By: JDF	Checked By: PJB	Approved By: NDR	Rev: -



DRAWINGS

S:\PROJECTS\2014 PROJECTS\1657\006 CAMDEN TOWN HALL EUSTON ROAD\DRAWINGS-CURRENT\2014-2096-004\04.DWG (04) (Dec 17, 2014 - 11:11am) (g.dalrymple)



Transport Planners and Infrastructure Design Consultants
The Old Stables, Fry's Yard, Bridge Street, Godalming, Surrey, GU7 1HP
Tel: 01483 861661 Fax: 01483 861662 www.rgsdpl.com

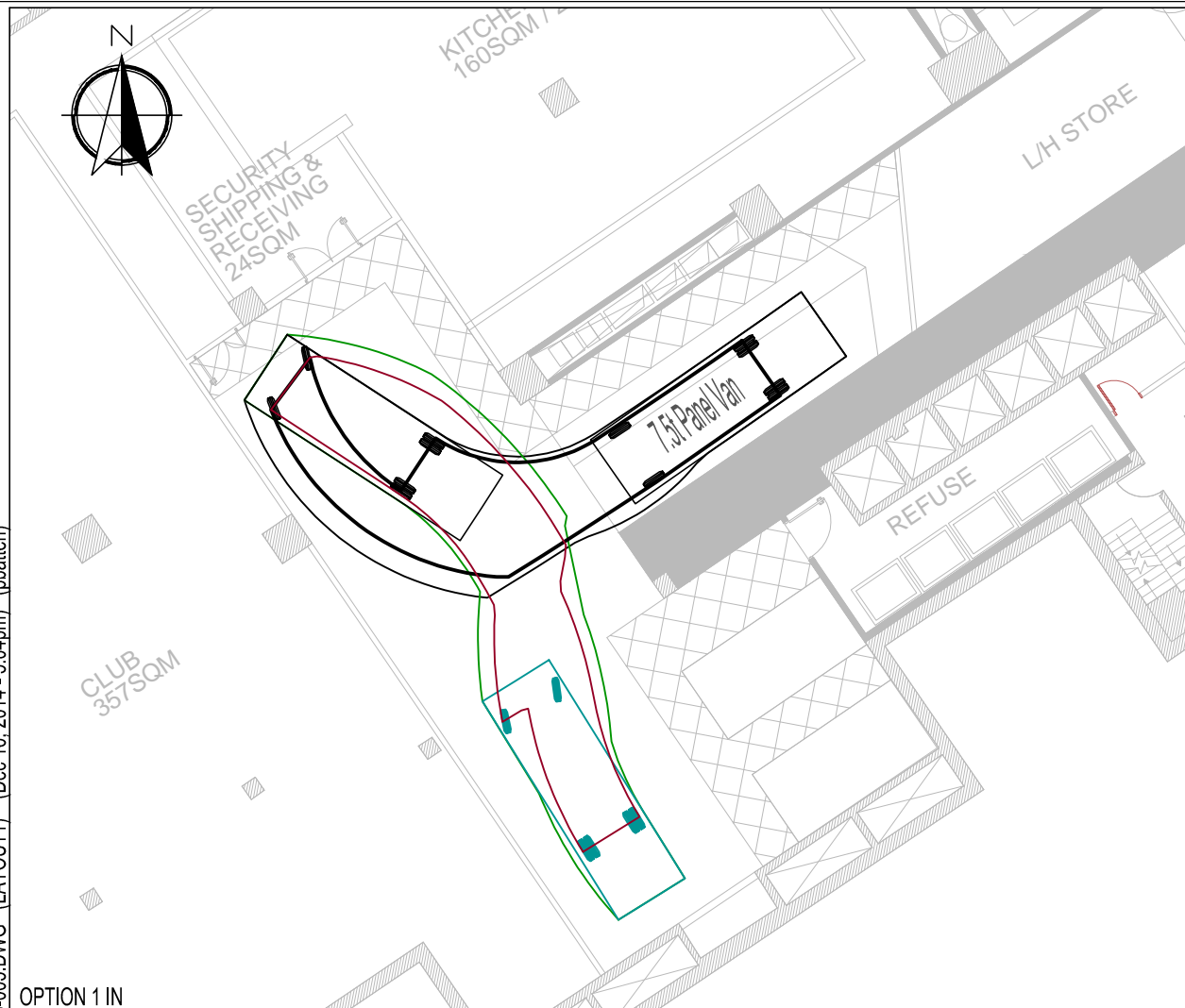
Client: Crosstree Real Estate Management Ltd

Project: Camden Town Hall

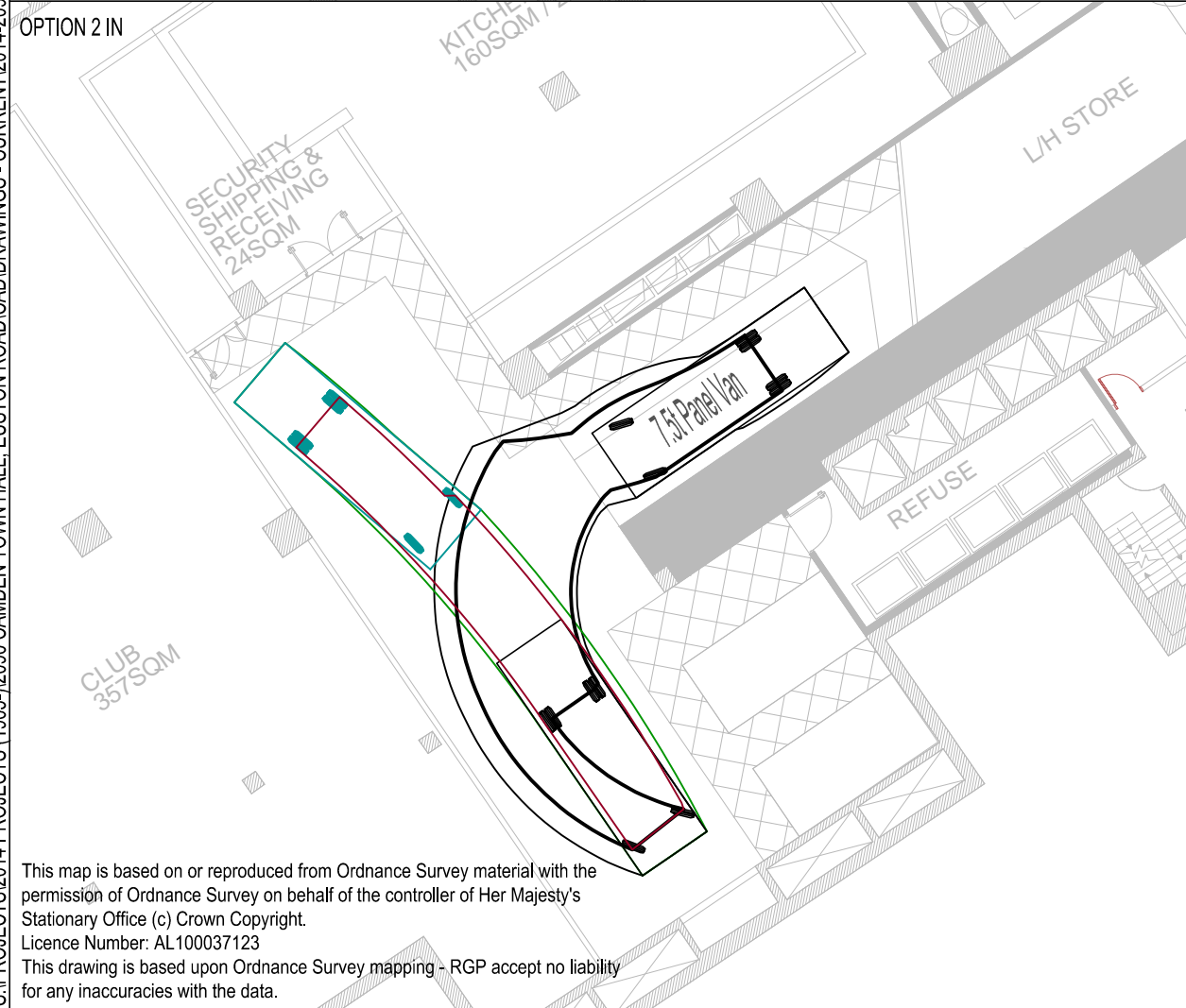
Drawing Title: Existing Road Markings

Scale: 1:500 @ A1	Drawn By: RAA	Checked By: PJB	Approved By: NDR
Drawing No: 2014/2096/004	Date: July 2014	Rev: -	

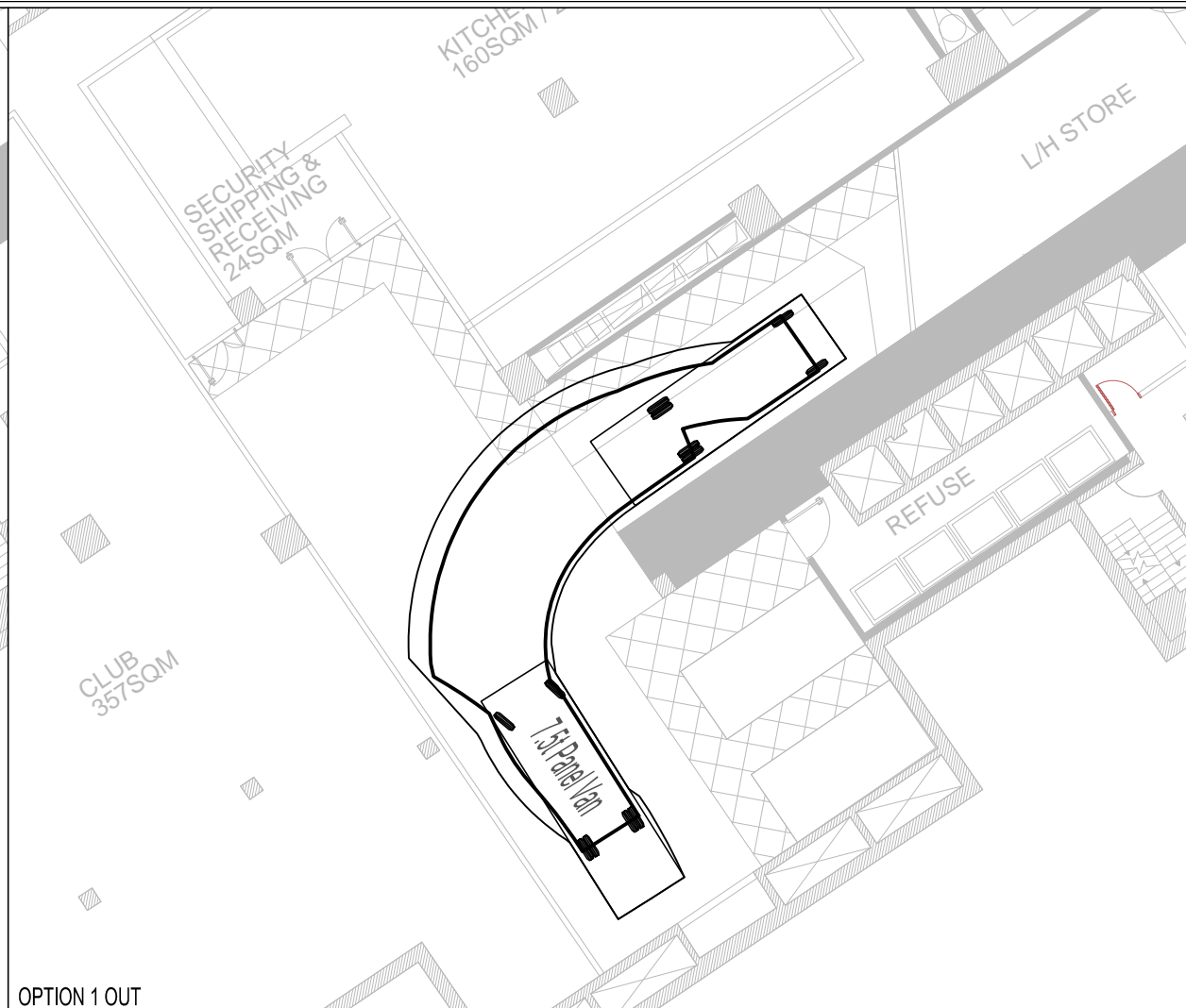
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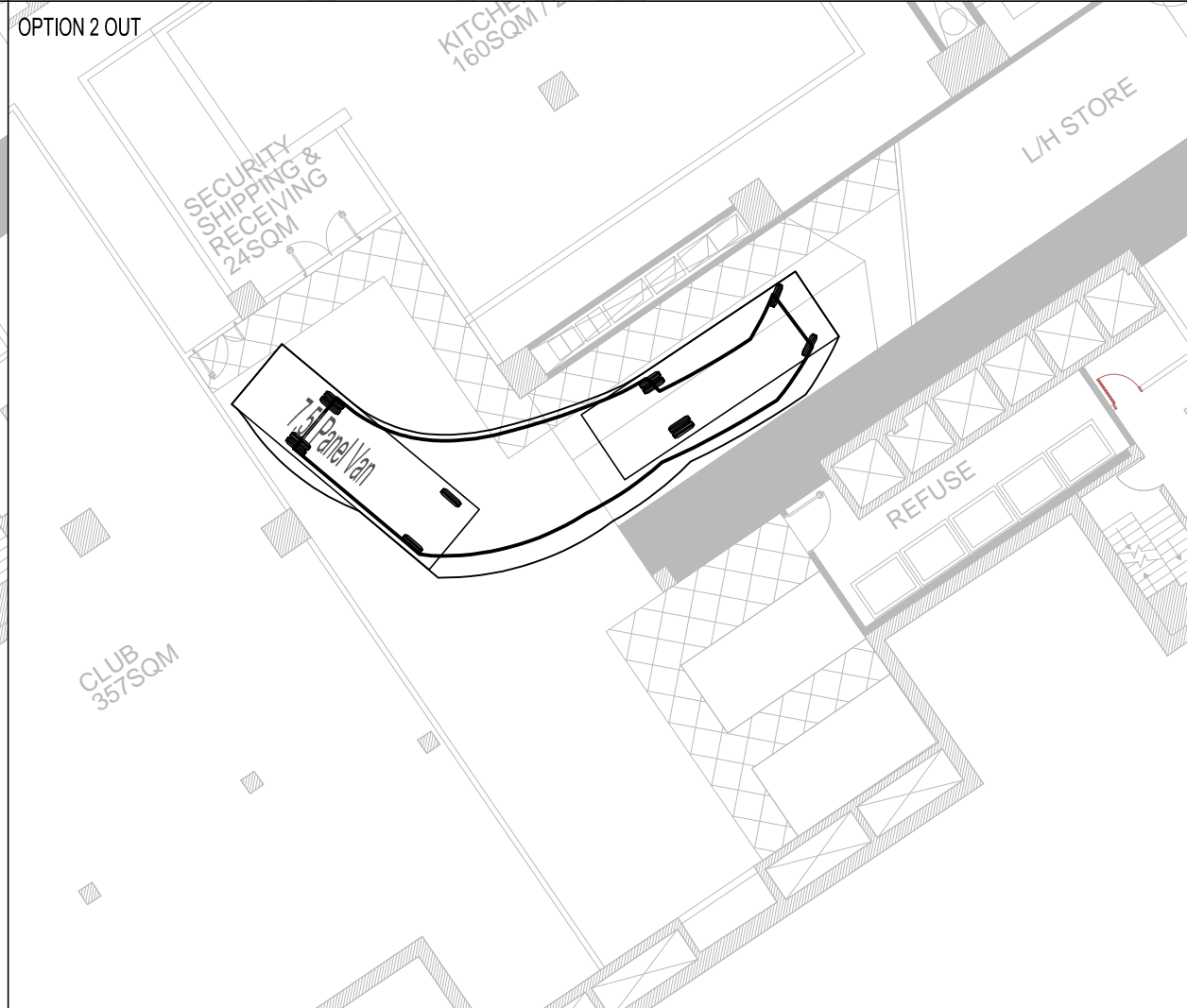
OPTION 1 IN



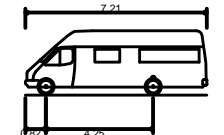
OPTION 2 IN



OPTION 1 OUT



OPTION 2 OUT



7.5t Panel Van
 Overall Length 7.210m
 Overall Width 2.192m
 Overall Body Height 2.544m
 Min Body Ground Clearance 0.316m
 Track Width 1.865m
 Lock to Lock Time 4.00s
 Kerb to Kerb Turning Radius 7.400m



Transport Planners and Infrastructure Design Consultants
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 Tel: 01483 861681 Fax: 01483 861682 www.russellgiles.com

Client
Crosstree Real Estate Management Ltd

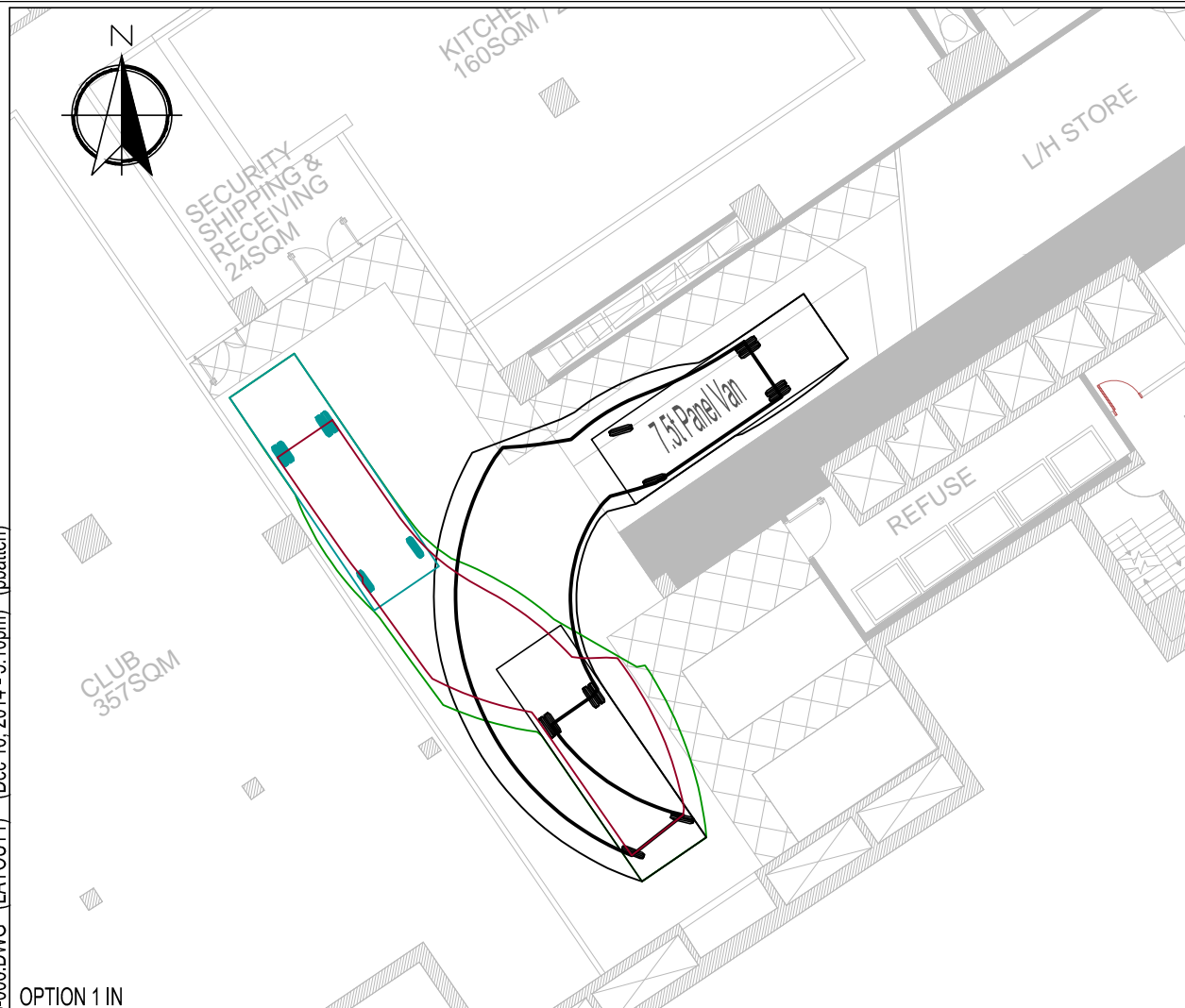
Project
Camden Town Hall, Euston Road

Drawing Title
Delivery Swept Paths

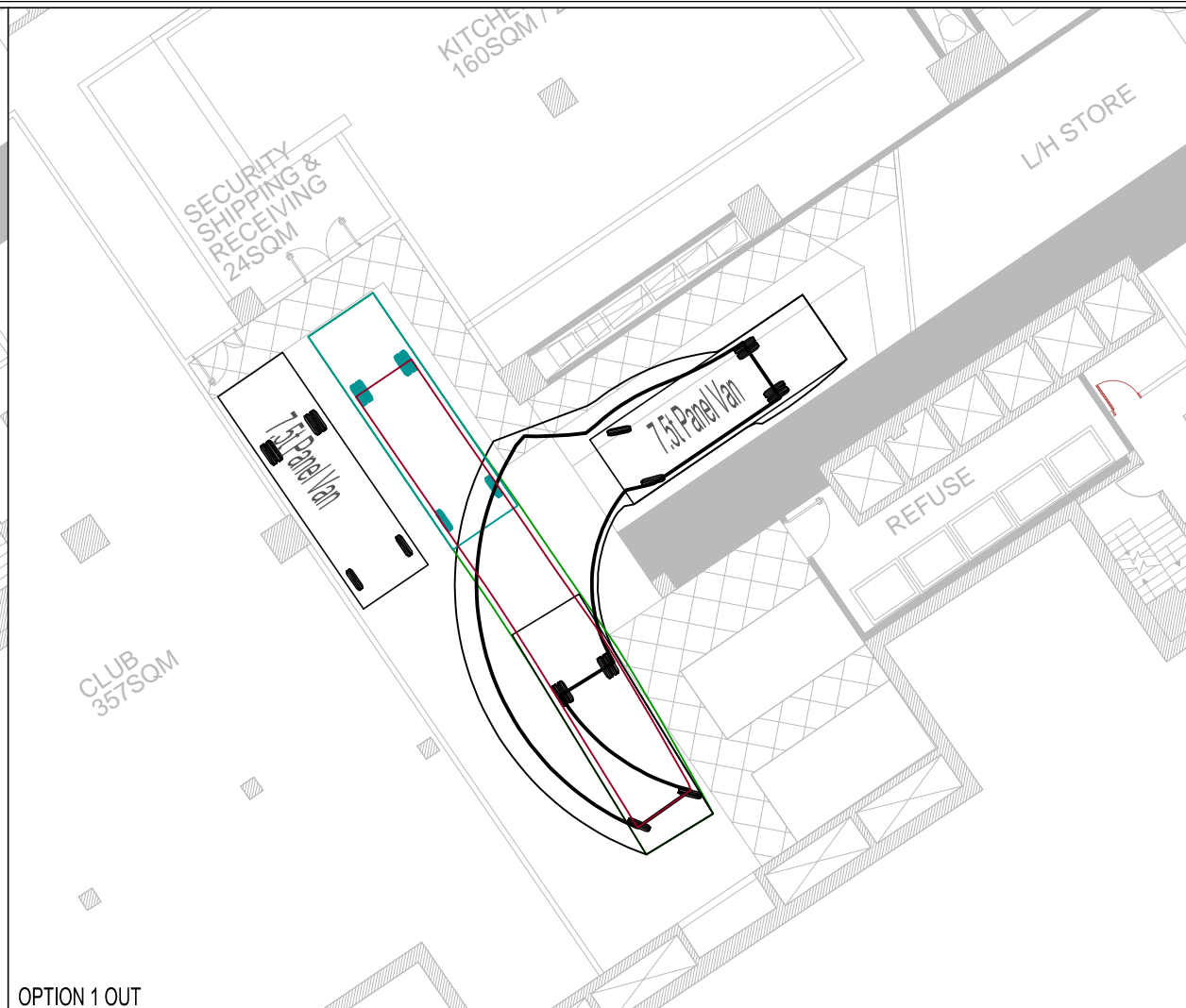
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Drawing No. 2014/2096/005	Date October 2014	Rev. -	

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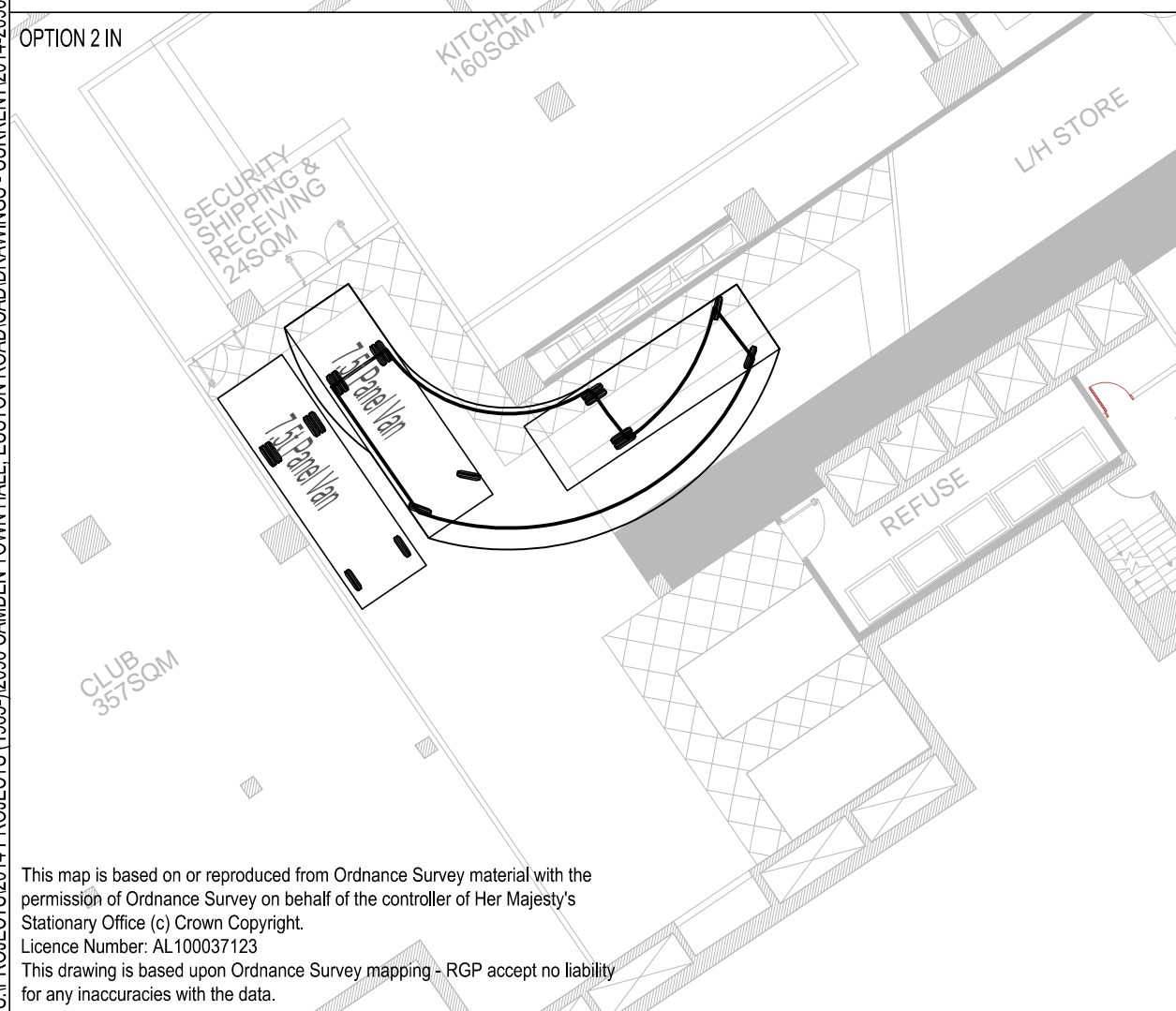
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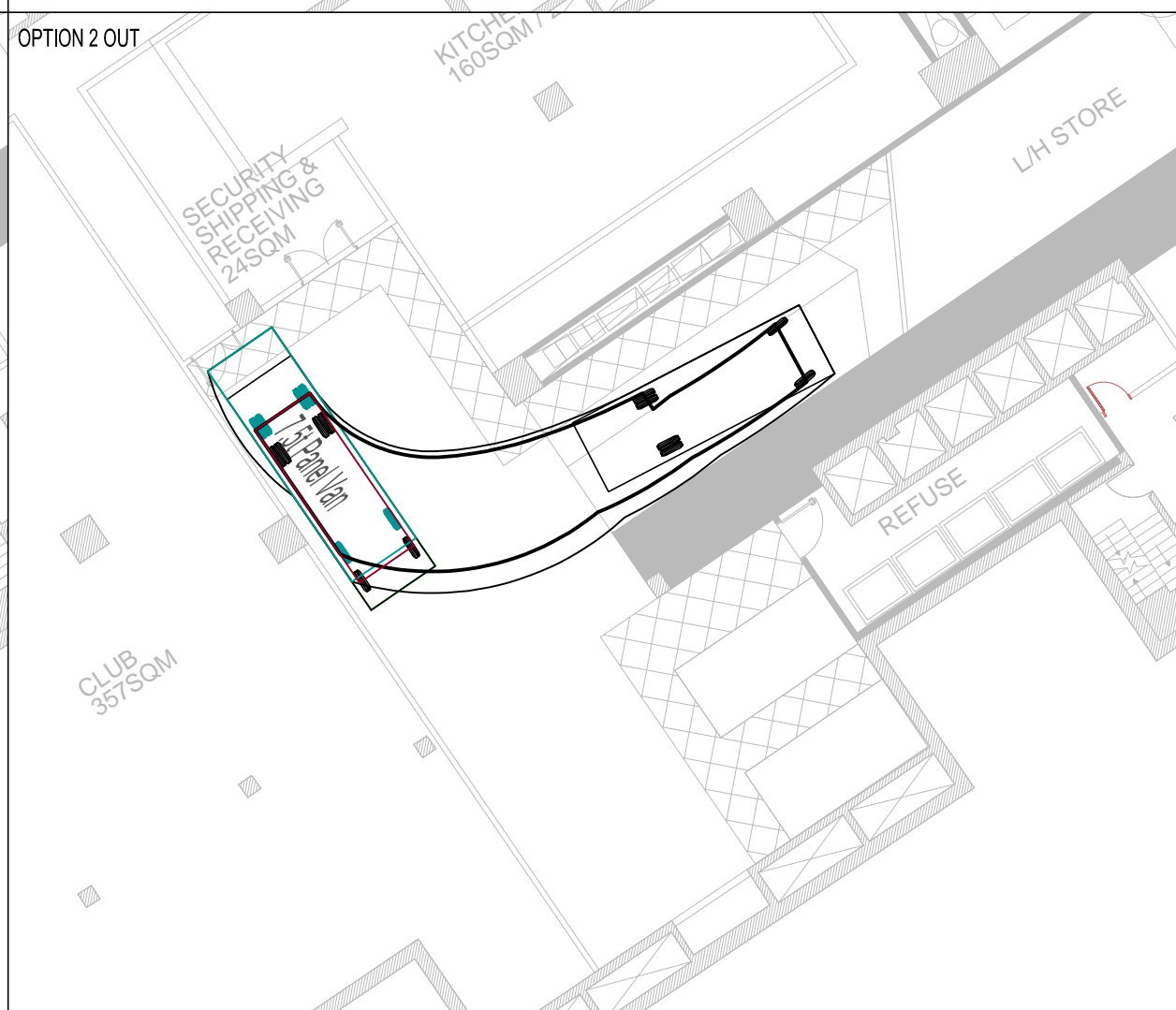
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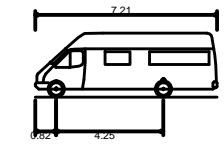
OPTION 1 OUT



OPTION 2 IN



OPTION 2 OUT



7.5t Panel Van	
Overall Length	7.210m
Overall Width	2.192m
Overall Body Height	2.544m
Min Body Ground Clearance	0.316m
Track Width	1.865m
Lock to Lock Time	4.00s
Kerb to Kerb Turning Radius	7.400m



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Client
Crosstree Real Estate Management Ltd

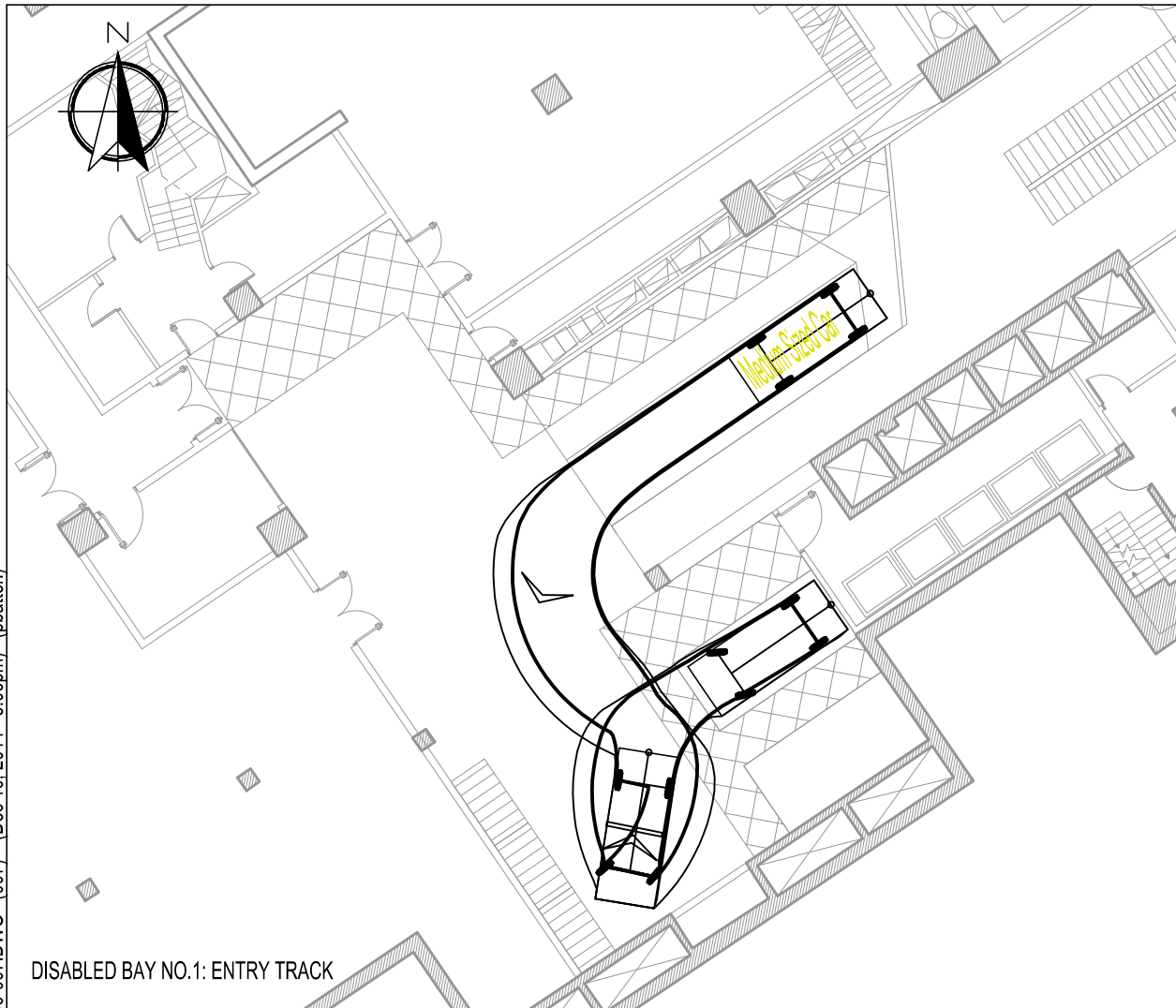
Project
Camden Town Hall, Euston Road

Drawing Title
Delivery Swept Paths Simultaneous Deliveries

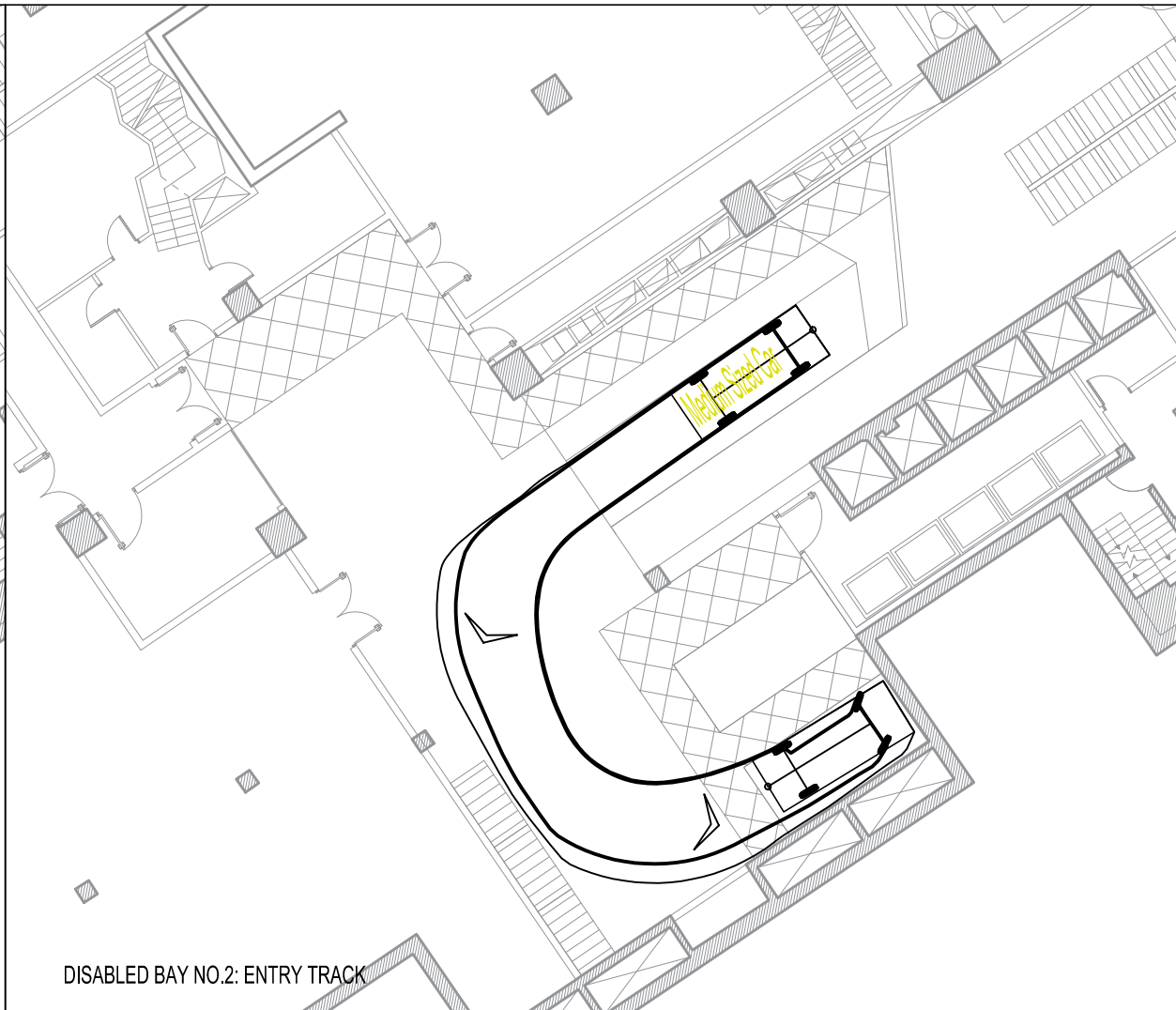
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Drawing No.	Date	Rev.	
2014/2096/006	December 2014	-	

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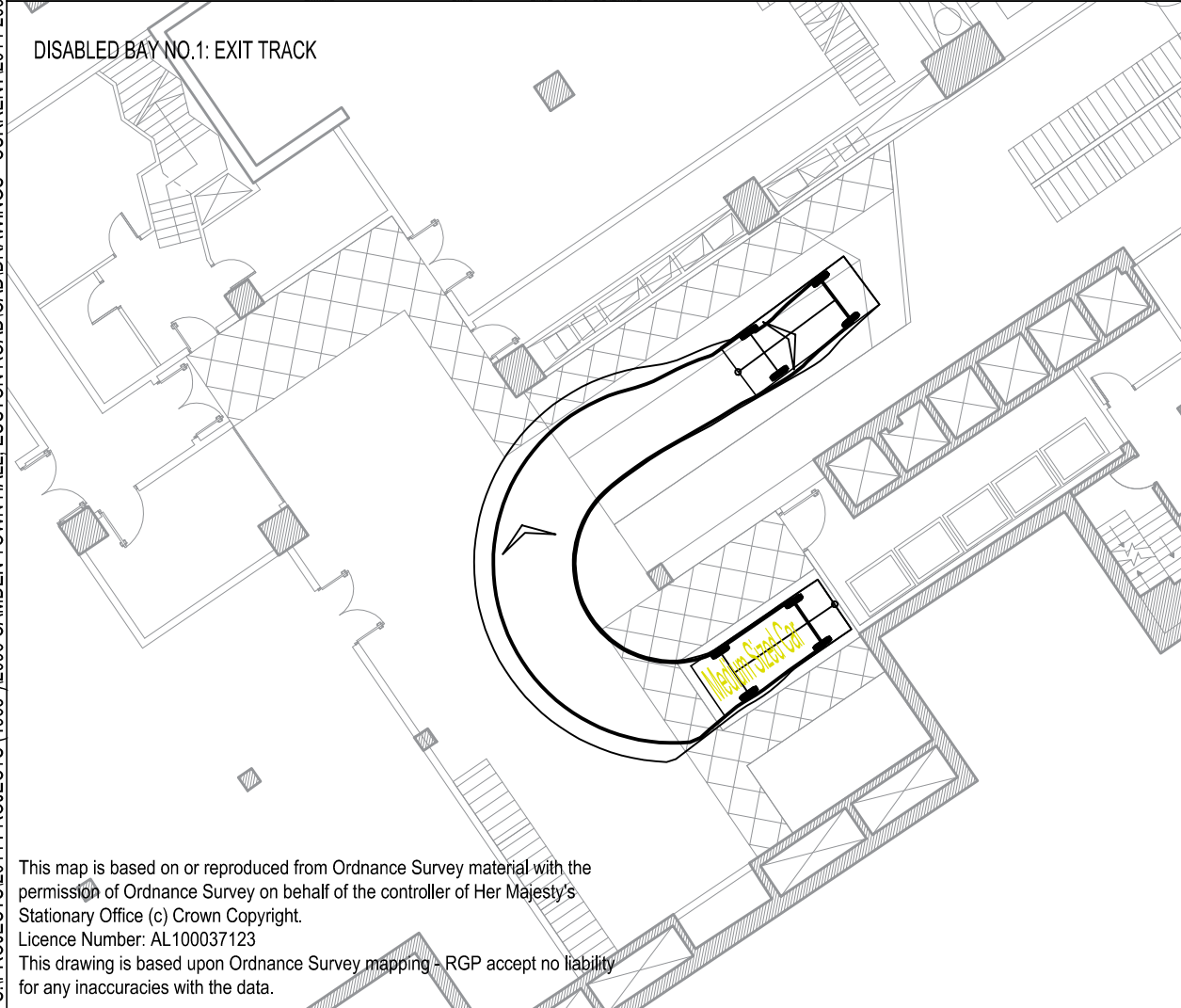
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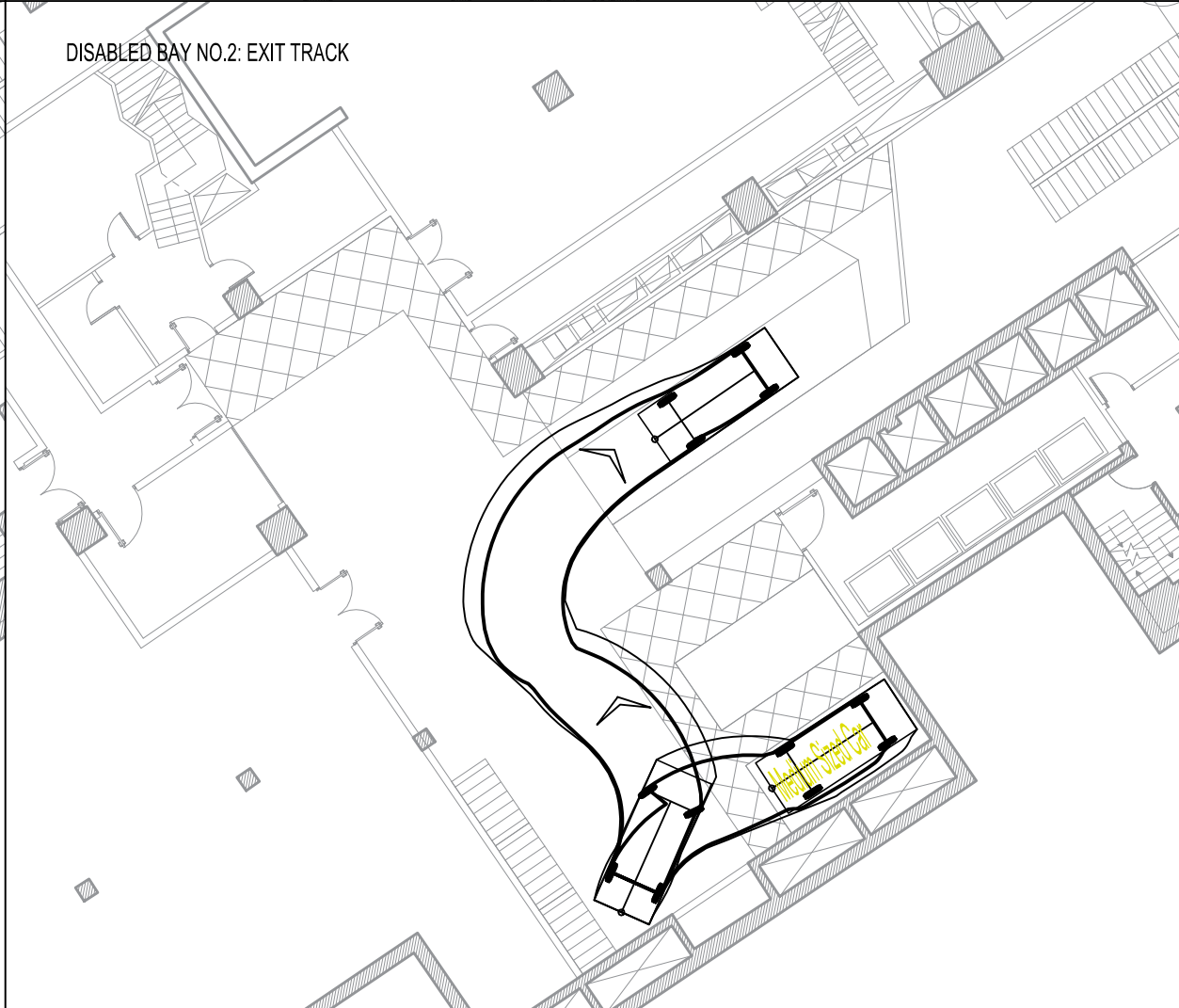
DISABLED BAY NO.1: ENTRY TRACK



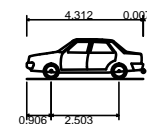
DISABLED BAY NO.2: ENTRY TRACK



DISABLED BAY NO.1: EXIT TRACK



DISABLED BAY NO.2: EXIT TRACK



Medium Sized Car
 Overall Length 4.319m
 Overall Width 1.686m
 Overall Body Height 1.466m
 Min Body Ground Clearance 0.223m
 Max Track Width 1.591m
 Lock to Lock Time 4.00s
 Kerb to Kerb Turning Radius 5.042m



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Client
Crosstree Real Estate Management Ltd

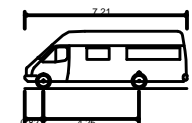
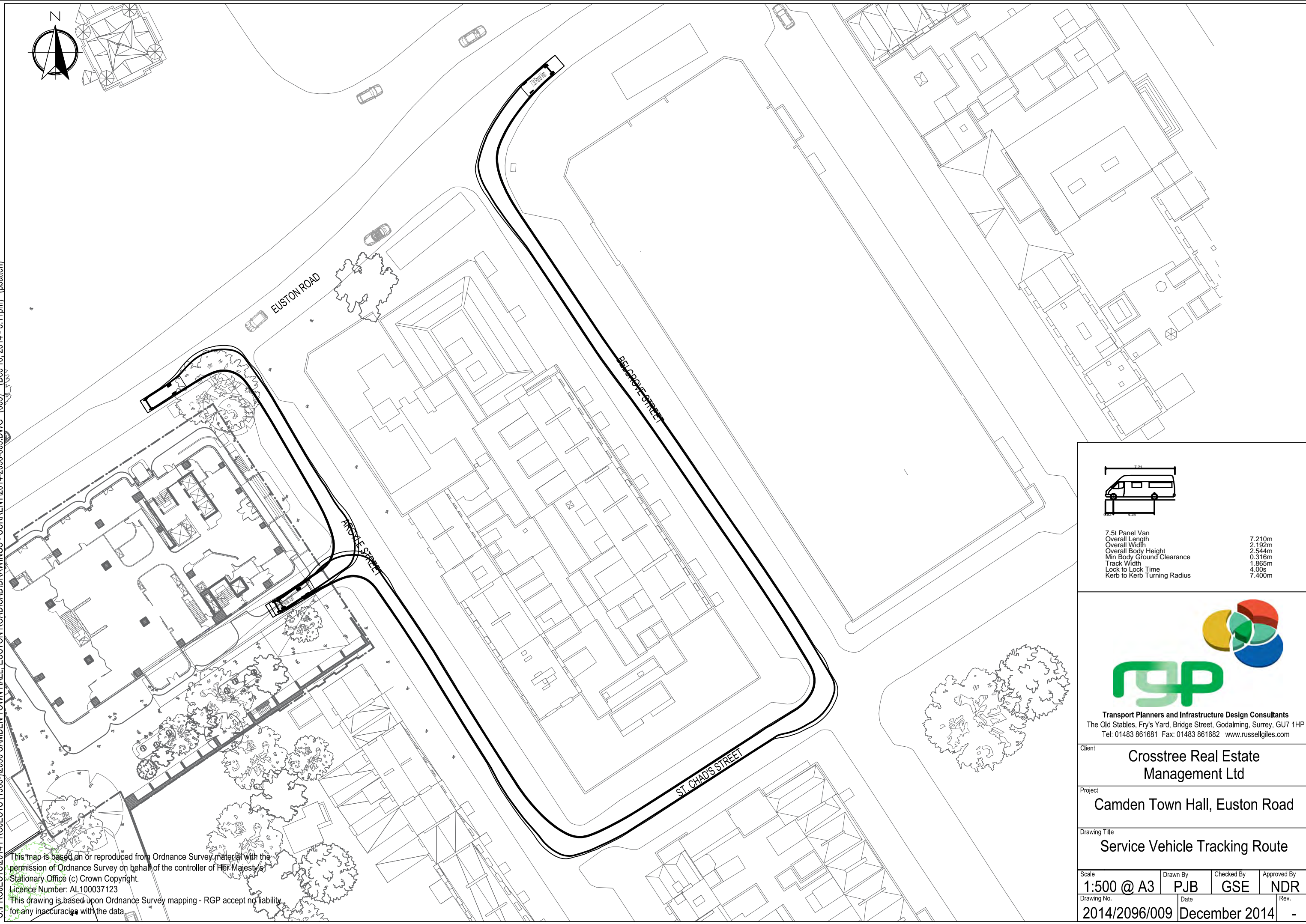
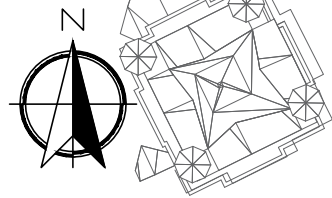
Project
Camden Town Hall, Euston Road

Drawing Title
Swept Path Analysis - Disabled Bays

Scale	Drawn By	Checked By	Approved By
1:200 @ A3	PJB	GSE	NDR
Drawing No.	Date	Rev.	
2014/2096/007	December 2014	-	

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7.5t Panel Van
 Overall Length 7.210m
 Overall Width 2.192m
 Overall Body Height 2.544m
 Min Body Ground Clearance 0.316m
 Track Width 1.865m
 Lock to Lock Time 4.00s
 Kerb to Kerb Turning Radius 7.400m



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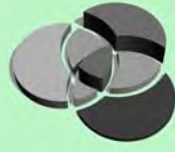
Client
Crosstree Real Estate Management Ltd

Project
Camden Town Hall, Euston Road

Drawing Title
Service Vehicle Tracking Route

Scale	Drawn By	Checked By	Approved By
1:500 @ A3	PJB	GSE	NDR
Drawing No.	Date	Rev.	
2014/2096/009	December 2014	-	

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APPENDIX A



Our ref: 14/2520

Mr Neil Rowe,
RGP Consulting
The Old Stables
Fry's Yard
Bridge Street
Godalming GU7 1HP

Transport for London
Group Planning

Windsor House
42 – 50 Victoria Street
London SW1H 0TL

Phone 020 7222 5600
Fax 020 7126 4275
www.TfL.gov.uk

26 September 2014

Dear Neil,

Camden Town Hall Annex, Argyll Street, London Borough of Camden – TfL's Pre-application Advice Letter

This letter regards the recent pre application meeting held to discuss the proposal for the conversion of an existing building at Argyll Street in St Pancras to a 275-room hotel with ground floor retail and restaurant, in the London Borough of Camden.

I would like to take this opportunity to thank you for taking advantage of the TfL pre-application service, the aim of which is to ensure that development is successful in transport terms and in accordance with relevant London Plan policies. The following comments are made by Transport for London (TfL) officers on a 'without prejudice' basis and are intended to ensure that this development is successful in transport terms and in line with relevant London Plan policies. You should not interpret them as indicating any subsequent Mayoral decision on any planning application based on the proposed scheme and these comments do not necessarily represent the views of the Greater London Authority.

Before the meeting you provided a draft scoping note setting out the methodology which will be used to undertake the transport assessment to be submitted in support of the future planning application. This response is based on that scoping note, a review of relevant planning policy and the discussion at the meeting itself.

A site visit was undertaken by PakLim Wong, planning officer, on 10 September 2014.

On the 12th September 2014, a pre-application meeting was held with TfL regarding the development proposals.

Attendees

PakLim Wong	TfL Borough Planning
Timothy Mackay	TfL Road Space Management
Richard English	TfL Roads Tunnel and Structure
Phillip Laurie	London Underground (LUL) Tube Line Infrastructure Protection
Neil Rowe	RGP Consulting
Richard Warwick	ORMS
Dinny Shaw	GVA
Adam Mursal	Tower 8
Giorgio Cardone	HTS (Structural Engineer)

Location and context

The site is located on Euston Road, bounded by Argyll Street to the east, the Camden Town Hall building to the West, and Argyll Primary School to the south. A501 Euston Road forms part of the Inner Ring Road and the Central London Congestion Charging Zone boundary. TfL is the highway authority which maintains Euston Road as part of its Transport for London Road Network (TLRN).

St Pancras National and International Rail Station is situated opposite the site, served by rail services to destinations along the Midland Mainline Route, Thameslink Rail services across north and south London including Luton and Gatwick Airport, and High Speed 1 services to Kent. The station is also the London Terminus for Eurostar services to Paris, Brussels and other destinations. Kings Cross Station is approximately 250m north east of the site, which is served by regular train services to Hertfordshire, Cambridgeshire, north east England and Scotland along the East Coast Main line route.

Kings Cross St Pancras Underground Station is situated adjacent to the site, which is served by frequent Northern, Piccadilly, Victoria, Metropolitan, Circle, and Hammersmith & City line services to wide range of destinations across London including Heathrow Airport and major Central London rail termini.

There are numerous bus services in the area serving stops within 300m of the site; the nearest bus stop is situated on Euston Road adjacent to the site. As such, the site records an excellent Public Transport Accessibility Level (PTAL) 6b (on a scale of 1 – 6, where 6 is excellent and 1 is very poor.)

Transport Assessment

The transport assessment (TA) will need to follow TfL's best practice guidance with reference to advice and comments provided in the pre-app meeting and in this letter. The TfL transport assessment guidance can be found at:-

<http://www.tfl.gov.uk/info-for/urban-planning-and-construction/transport-assessment-guidance>

Trip generation

The developer considers survey data from the Hoxton Hotel would be comparable to the proposed hotel; TfL requires further details and evidence to justify the comparability of this site; it also recommends that a further one to two sites in the Euston/ Kings Cross/ St Pancras area with similar quantum should be included in a trip generation exercise; an sensitivity test based on TRICS sites should also be undertaken.

A modal share assessment should be provided for all elements of the proposal, including the proposed retail units/kiosks fronting Euston Road. The methodology to be adopted for the assessment must be clearly stated and justified; this may include the use of 2011 Census data and travel plan data from comparable hotel sites.

Highway/ traffic Impact assessment

TfL considers that the level of vehicular traffic generated from the proposed hotel is unlikely to lead to traffic capacity concerns on the highway network, given that no general car parking will be provided on site. Therefore, no highway capacity modelling is sought from this proposal. However, the applicant would need to demonstrate that the proposed pick up/ drop off and servicing arrangement would not result in an adverse impact to Euston Road, the provision of goods vehicle swept path analysis is suggested.

Car parking, Access and Servicing

It is understood that the existing basement car park will be removed to make room for plant and auxiliary facilities for the proposed hotel. Nevertheless, two disabled car parking bays and a servicing bay will continue to be provided at the basement, which is accessed from the existing ramp at Argyll Street. An indicative layout of the loading for a max of 7.5T rigid vehicles and disabled parking area was shown in the meeting.

The developer shall confirm that the loading area, its size and headroom will accommodate the size of goods vehicles expected regularly, including laundry vehicles.

Having noted that the proposed loading/ disabled parking area is confined in size, TfL is concerned about the possible conflict of movements between disabled users and goods vehicles moving in and out of their closely-situated respective spaces. Further review of this matter is requested, to demonstrate this is a safe, manageable car park design. The submission of swept paths is required to demonstrate that (a) no potential conflict of the manoeuvring paths of goods vehicle with either disabled users moving between their parked vehicles and life area or with them manoeuvring their cars out into the path of reversing lorries. This is also required to demonstrate that goods vehicles are able to turn around in the car park, enabling entry and exit in a forward gear.

TfL recommends that a parking/ loading area management plan forms part of the delivery & servicing plan (DSP), this is to promote the safe and effective operation of the proposed parking/ loading area.

TfL also understands that the existing ramp is to be narrowed to provide further space for landscaping at the back garden area.

The developer also proposes to apply to convert the existing disabled bays adjacent to the site on Argyle Street near the junction with Euston Road, to a pick up/ dropping off bay. TfL requests that a survey be undertaken to establish whether the potential loss of the loading bay would result in increased pressure on other such facilities in the area. TfL also strongly recommends that the hotel considers coach pick up/ drop off provision on side roads, to minimise risk of coaches blocking the bus stop on Euston Road and leading to impeded traffic flow on the TLRN.

A Framework Delivery and Servicing Plan (DSP) should be included in the TA, to be later approved in detail through planning condition. The Plan should seek to i) rationalise the number of delivery and servicing trips, particularly during peak traffic periods, with the aim of reducing the impact of residual freight activity; ii) ensure there is provision of adequate loading facilities and iii) ensure that the delivery space and time is actively controlled through a site booking plan. It should also seek to ensure

correct operational procedures were followed to reduce neighbourhood impacts and that operators could demonstrate their sustainability through membership of the Freight Operators Recognition Scheme (FORS) or similar.

Public transport

Both London Underground and London Buses have indicated that the proposed hotel is unlikely to cause capacity concerns for their services in the area. TfL Buses may nevertheless require an upgrade to, and/ or relocation of the bus stops adjacent to the site, citing an increased use of these stops from visitors/ guests of the hotel.

Walking and cycling

The developer proposes to enclose the majority of the site's existing over-sailed frontage on Euston Road to provide four retail kiosks. These would be sited on the existing public highway footway and would require stopping up and narrow the existing footway from 9.7 to 5.3m approximately. At the meeting, TfL officers agree to go back to review and provide a view on the acceptability of this proposal with reference to future highway improvement proposal on Euston Road.

Euston Road is a very busy thoroughfare for all modes of transport, including walking. While TfL notes that the pavement is of a generous width in front of the Town Hall extension because the existing building is set back in comparison with other buildings, it resists the creation of more 'pinch points' for pedestrians than already exist nearby. It acknowledges the bus stop immediately west of the site and the subway on the southern footway immediately to the east of the site represent footway pinch points, but so does the crowding of pedestrians around the crossing points close to the corner of the development site. Parallel to this, TfL as statutory highway authority, confirms it is seeking to improve the public realm and is in the early stages of developing a Concept Plan for Kings Cross/Euston which is likely to feature a widened southern footway outside the Camden Town Hall Annex. This will provide the space for an enhanced public realm offer in the form of a public space. If private space were to replace public highway here, the loss of effective footway at this location would restrict the TfL's ability to enhance Euston Road and to cater for heavy pedestrian/bus passenger footfall. For these two reasons, TfL objects to the kiosk proposal and to stopping up the highway.

TfL welcomes the developer's proposal to create a more attractive 'back street' pedestrian route and cycle line around the back of the building between Belgrove Street and Tonbridge Street. Such proposals would be supported as part of wider improvements to the public realm. It is noted and supported that the 'back street' areas are to act as additional public space that can be used for local access and to meet the desired objectives of the development to open up these areas and create a 'cafe culture'. Planning conditions/ s106 obligations would need to be secured by Camden that ensuring these areas will be publicly accessible (either by the current or future freeholders) during a specified period of the day.

A pedestrian environment system (PERS) audit should be undertaken for the area surrounding this site as well as links to both stations and the nearest bus stops referred to above. As such, TfL recommends that the scope of the audit study area is identified and submitted to Camden and TfL for approval.

The PERS audit will need to identify any areas that should be improved in order to mitigate the impact of additional walking trips. Any improvements suggested by the audit would need to be agreed and secured by the section 106 agreements with Camden Council where appropriate. Further information regarding the PERS audit process can be accessed from TfL's website at <http://www.tfl.gov.uk/assets/downloads/what-is-pers-factsheet.pdf>

A pedestrian level of service (LoS) assessment is also required for footway and at grade pedestrian crossing points on Euston Road in the immediate vicinity of the site to establish whether existing facilities will be impacted by the anticipated increase in footfall to and from the proposed development.

TfL recommends that cycle parking provision adheres to the emerging cycle parking standards in the Draft Further Alterations to London Plan (FALP). This has recently passed its Examination in Public (EIP) stage. The cycle facilities should be secured, safely and conveniently located, with a covered design. Shower and changing facilities should also be provided for staff.

TfL notes that existing cycle hire facilities in the vicinity are well used, in particular the Belgrove Street docking station which records the highest usage in the borough of Camden. Having noted that the cycle hire is popular with tourists, the developer should expect TfL to seek a contribution toward providing additional cycle hire facilities in the vicinity, or to secure land from this site for new provision as appropriate.

Travel planning

A guest and workplace travel plan will need to be provided as part of the submission material and reference should be made to TfL's travel plan guidance available from TfL's website: www.lscop.org.uk/newwaytoplan/default.html

TfL also recommends that the ATTrBuTE assessment tool be used when developing the travel plans, to ensure that it complies with TfL best practice guidance and the assessment should be included with the travel plan. Measures to support use of more sustainable modes for construction workers to access the site would need to be included.

Construction

A framework Construction and Logistics Plan (CLP) is also required. The CLP should be developed in line with the latest TfL guidance for CLP, which can be found: <http://www.tfl.gov.uk/microsites/freight/documents/construction-logistics-plan-guidance-for-developers.pdf>. The CLP shall consider the cumulative impacts of construction traffic, likely construction trips generated, and mitigation proposed. Details should include; site access arrangements, booking systems, construction phasing, vehicular routes, scope for load consolidation in order to reduce the number of road trips generated and measures to improve safety to vulnerable road users. The CLP would also need to take account of construction of other developments in the area.

TfL also requests the use of contractors who are registered on the Fleet Operator Recognition Scheme (FORS). The applicant shall also identify conflict points on the delivery routes, traffic and pedestrian management equipment and cycle specific safety equipment should ideally be considered and the detail provided. Contractor vehicles should include side-bars, blind spot mirrors and detection equipment to

reduce the risk and impact of collisions with other road users and pedestrians on the capital's roads.

Structural issues and TfL infrastructure protection

TfL understands that the proposal will add three floors to the existing building; therefore additional foundation work at the basement level will be required to accommodate the extra loading. Acknowledging that the London Underground tunnels and station platform at Kings Cross are immediately adjacent to the site, London Underground requires that the designers to prepare a short report on the impact of additional loading on the Piccadilly Lines and Metropolitan Lines; further advice will be provided once the initial required information is provided and reviewed. In addition, a demolition method statement will be also required to demonstrate that the LUL Sub-surface line infrastructure will not be adversely affected by vibration.

TfL Roads Tunnel & Structure team considers that the proposed foundation work would be unlikely to cause an impact to the TLRN as it stands; however it recommends that the developer maintains contact with TfL, in particular if there will be a change in the proposal from what has been presented in the meeting.

Crossrail SPG contribution & Community Infrastructure Levy

In accordance with London Plan policy 8.3 the Mayor agreed to commence CIL charging for developments permitted on or after 1 April 2012. It is noted that the proposed development is within Camden, where the Mayoral charge is £50 per square metre Gross Internal Area (GIA).

In addition, the mechanism for contributions to be made payable towards Crossrail has been set out in the Mayor's Supplementary Planning Guidance (SPG) "*Use of planning obligations in the funding of Crossrail, and the Mayoral Community Infrastructure Levy*" (November 2012). The SPG states that contributions should be sought in respect of uplift in floorspace for B1 office, hotel and retail uses (with an uplift of at least 500sqm). Therefore, this proposal may also be subject to this contribution.

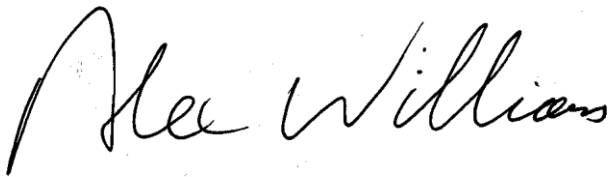
In summary, TfL supports the principal of the proposed development; however the applicant is advised to consider the following matters which are of particular TfL interest ensuring the proposal would be London Plan policy compliance:

1. Provide robust trip generation and mode share assessment with reference to more than one comparable sites in Kings Cross/ Euston area;
2. Review the proposed servicing arrangement to ensure the basement load/ disabled parking area is adequate to accommodate expecting servicing vehicles while the safety of disabled users would also be safeguarded.
3. Assess the demand impact of existing loading facilities resulting from the proposed reduction of on-street loading bay on Argyll Street, such change is triggered by the proposed conversion of existing disabled bay into a pick up/ drop off bay adjacent to the site.
4. Provide a delivery & servicing plan (DSP), include a parking management plan;
5. Review and revise the kiosk proposal on the Euston Road frontage, as TfL objects to the proposed stopping up for parts of Euston Road footway on the site's frontage for reasons explained above

6. Undertake a PERs Audit and pedestrian LoS assessment for footway in the vicinity;
7. Provide cycle parking adhering to emerging draft FALP Cycle Parking standards;
8. Produce work and guess travel plan to promote sustainable travel;
9. Provide a construction logistics plan (CLP);
10. Continue discussion with London Underground and TfL highway on proposed foundation work ensuring both Underground and highway asset would not be adversely impacted.

If you have any questions regarding this letter or any advice given during the meeting, please do not hesitate to contact me.

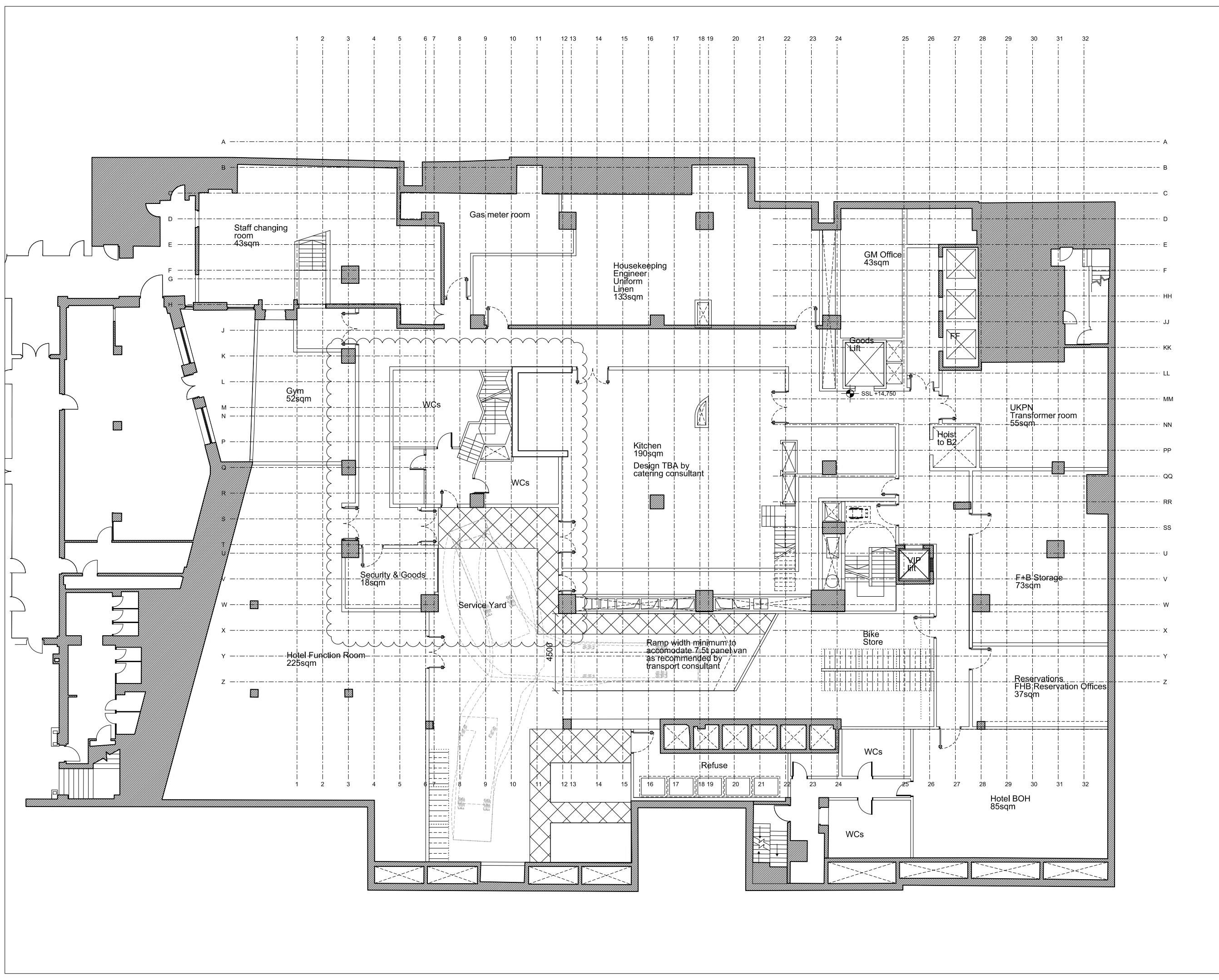
Yours sincerely

A handwritten signature in black ink that reads "Alex Williams". The signature is written in a cursive, flowing style.

Alex Williams
Director of Borough Planning
Email: Alexwilliams@tfl.gov.uk
Direct line: 020 3054 7022



APPENDIX B



CDM:

Notes:
 Existing building shown hatched for solid walls.
 Site boundary shown in red.
 GEA measurement lines shown in blue (green lines indicate subtracted area)
 Internal layouts to be coordinated with David Archer architects

- Existing construction retained
- New 1m high pile caps; refer to SE details
- New walls

Revision history:

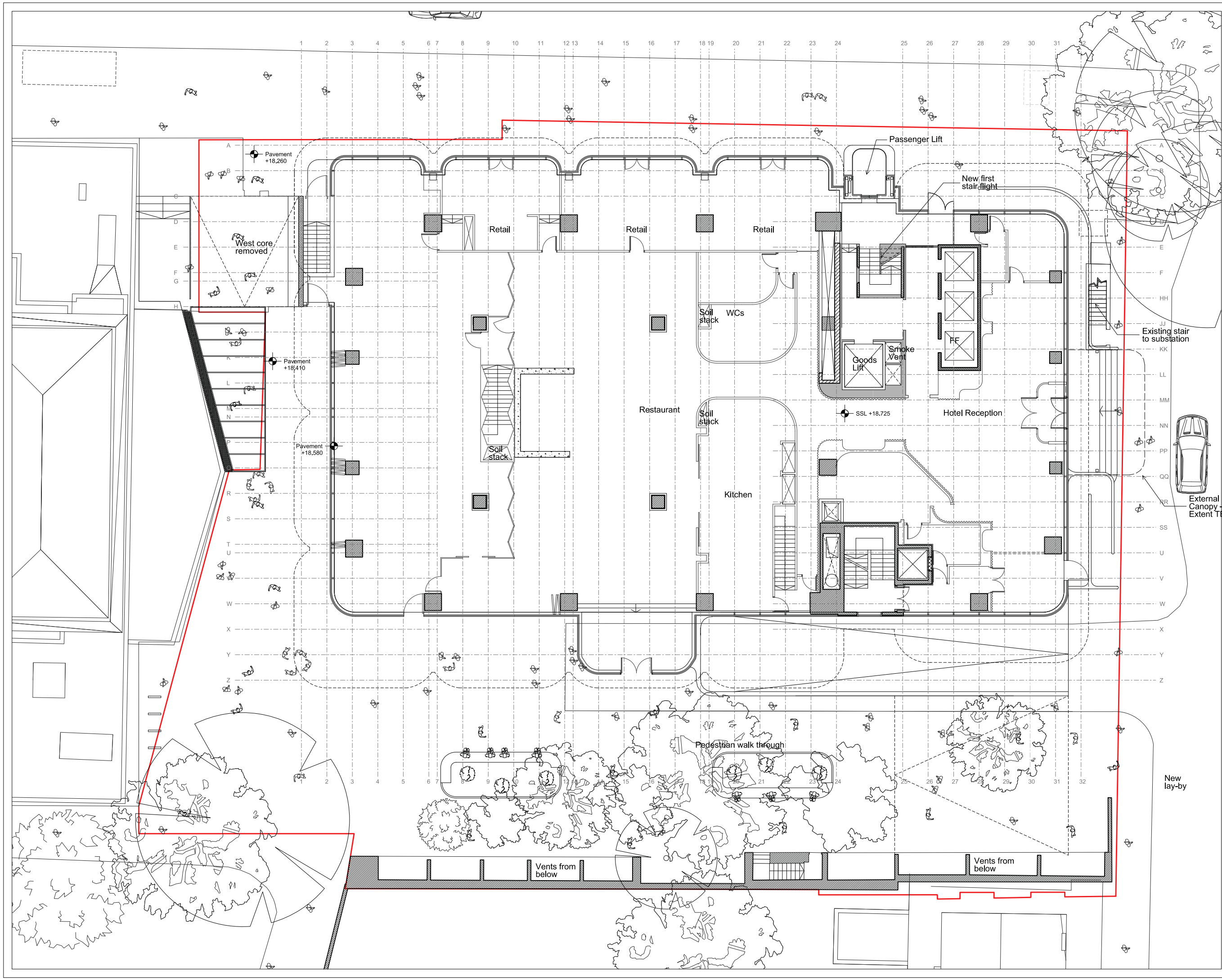
P06	21/11/14	Background for planning
P05	21/10/14	Background for stage C coordination
P04	16/09/14	Planning scheme for coordination
P03	01/09/14	Planning scheme for coordination
P02	10/04/14	Base scheme for coordination
P01	21/03/14	Preliminary DT draft

Project: Camden Town Hall
 Drawing title: Proposed Basement Plan

1996_X_GA(B1)01 Rev. P06
 Scale: 1:100@A1

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CDM:

Notes:

- Existing building shown hatched for solid walls.
- Site boundary shown in red
- GEA measurement lines shown in blue (green lines indicate subtracted area)
- Internal layouts to be coordinated with David Archer architects

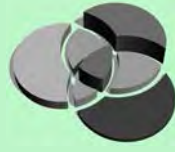
Revision history:

P07	21/11/14	Background for planning
P06	21/10/14	Background for stage C coordination
P05	16/09/14	Planning scheme for coordination
P04	01/09/14	Planning scheme for coordination
P03	03/06/14	Issued for fire review
P02	10/04/14	Base scheme for coordination
P01	21/03/14	Preliminary DT draft

Project: Camden Town Hall
 Drawing title: Proposed Ground Floor Plan

1996_X_GA(00)01 Rev. P07
 Scale: 1:100@A1

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APPENDIX C

VEHICLE SPECIFICATION & REQUIREMENTS FOR DELIVERIES TO THE STANDARD

VEHICLE DETAILS

VEHICLE TYPE	LENGTH	WIDTH	HEIGHT	COMMENT
7.5t Panel Van (Transit Type)	7.2m	2.1m	2.5m	Principal Delivery Vehicle
Large Refuse Vehicle	12.0m	2.65m	4.0m	Refuse/Recycling

DELIVERIES FREQUENCY

TYPE	No VISITS	DURATION	TIMINGS	VEHICLE TYPE	ACTIVITY
Linen	1 per day	30 mins	07.00 – 18.00	Transit Van	
Food*	12 per day	15 mins	07.00 – 18.00	Transit Van	
Beer/wine	3 per week	30 mins	07.00 – 18.00	Transit Van	
Refuse	1 per day	10 mins	07.00 – 18.00	Refuse Vehicle	Bins emptied
Recycling	1 per day	10 mins	07:00 – 18:00	Refuse Vehicle	Recycling Collection
Dry Cleaning	2 per day	20 mins	07:00 – 18:00	Transit Van	Collect & Deliver

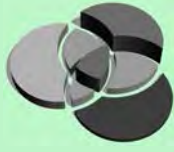
Note: Minimal deliveries on Sundays/Bank holidays

DELIVERY TIMINGS

Monday to Friday: 07:00 to 18:00

Saturday and Sunday: 08:00 to 18:00

*Separate food / other deliveries to the hotel comprise the following: bread, dairy, juice, newspapers, meat, fish and vegetables.



APPENDIX D

Delivery and Servicing Code of Conduct

As part of the Delivery and Servicing Plan for The Standard Hotel a Code of Conduct has been prepared by the hotel and will be agreed for all delivery/servicing vehicles and suppliers prior to deliveries being taken.

Delivery Times

- Deliveries to the hotel, via the service yard, will only be permitted at the following times, 07:00-18:00 Monday to Sunday.
- The hotel Duty Manager will prepare a weekly delivery schedule, with expected delivery times, to ensure minimal disruption both on site and to the local highway network.
- Delivery times with all other suppliers will be agreed in advance.

Servicing Arrangements

- A maximum of two transit vans can deliver at any one time to the service yard.
- Service vehicles will be met by a member of staff on arrival and directed to the appropriate location within the service yard.
- When required a member of hotel staff will ensure the safe passage of vehicles accessing the basement delivery area.
- Vehicles will enter and exit the service yard in a forward gear.
- The delivery entrance doors will remain closed at all times, other than to allow vehicles to enter or exit.
- No vehicles servicing the hotel will be permitted to wait on-street, other than through the legitimate use of the existing loading bay.

Vehicle Requirements

- The hotel will work closely with its suppliers to ensure both the smallest and low emission vehicles are used where possible.
- The hotel will carry out regular checks on the quality and condition of delivery vehicles to ensure they are suitable and well maintained.

Other vehicles

- Taxis will be directed to the Argyle Street lay-by for all drop off and pickups. The hotel will be in regular contact with the LTDA to ensure they have their full cooperation.
- Disabled guests arriving by car will be met by a staff member who will direct them to the appropriate location within the basement car park and will ensure they are safely directing into the hotel building in the event that a delivery vehicle is on-site at this time.

Management Measures

- All suppliers will be briefed on the driver's delivery access and the hotels delivery code of conduct.
- Where possible information will be circulated about road works, road closures and special events.
- The service yard and access road will be clean, tidy and well maintained at all times.

The Standard

- The hotel will brief suppliers and their drivers on their personal conduct to include: being respectful of the local residents and school, no smoking on the hotel grounds, adhering to the speed limits and the use of mobile phones is prohibited.
- There will be regular communication between hotel and suppliers to ensure this code is being adhered to.
- The service yard will benefit from a high level of security and will be gated and locked overnight and when not in use.
- The hotel will strive to minimise the number of delivery and servicing movements by investigating and, where appropriate, implementing measures, such as bin exchanges for glass recycling and paper bailing machines for paper recycling, to reduce the size of vehicles or the number of movements associated with the site.