DELIVERY & SERVICING PLAN

MOMENTUM

247 TOTTENHAM COURT ROAD

JULY 2020

Prudential UK Real Estate Nominee 1
Limited and Prudential Real Estate Nominee
2 Limited

JULY 2020

momentum
transport consultancy

247 TOTTENHAM COURT ROAD

Framework Delivery and Servicing Plan

29/07/2020

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DOCUMENT CONTROL ISSUE SHEET

Project & Document Details

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Document History

Issue	Status	Reason for Issue	Issued to
1.0	Draft	Draft for comment	Gerald Eve, CO-RE
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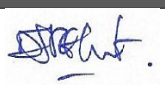
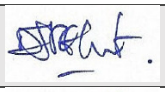
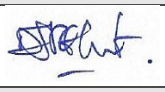
1.0	17/07/2020	LS	OB	D Hart	
2.0	21/07/2020	LS	OB	D Hart	
3.0	29/07/2020	LS	OB	D Hart	

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1. INTRODUCTION

1.1 Context and Objectives

1.1.1 This Framework Delivery and Servicing Plan (DSP) has been prepared by Momentum Transport Consultancy (Momentum) on behalf of Prudential UK Real Estate Nominee 1 Limited and Prudential UK Real Estate Nominee 2 Limited ('the Applicant') in support of an application for full planning permission and the comprehensive redevelopment of the existing buildings at 247 Tottenham Court Road, Bloomsbury, W1T 7QZ within the jurisdiction of the London Borough of Camden (LB Camden).

1.1.2 The development proposals (herein referred to as "the Proposed Development"), designed by Stiff & Trevillion, consist of the following:

Demolition of 247 Tottenham Court Road, 3 Bayley Street, 1 Morwell Street, 2-3 Morwell Street and 4 Morwell Street and the erection of a mixed use office led development comprising ground plus five storey building for office (Class B1) use, flexible uses at ground and basement (Class A1/A2/A3 /B1/D1/D2), residential (Class C3) use, basement excavation, provision of roof terraces, roof level plant equipment and enclosures, cycle parking, public realm and other associated works.

1.1.3 A delivery trip generation has been undertaken to estimate the number and type of vehicles that would be generated by the development. This DSP provides a management strategy which aims to prevent conflicts over available space in the public highway and consequent disruption to the surrounding road network.

1.1.4 This DSP sets out the proposed delivery, servicing and waste management strategy for the Proposed Development. The plan would be used to support the design of the servicing arrangements and to clarify the operational regimes to ensure that the servicing of the development operates effectively.

1.2 Delivery and Servicing Plan Objectives

1.2.1 The objectives of the DSP are to minimise the impact of delivery and servicing vehicle movements through planning, sustainable procurement practices, and a reduction in waste generation. The following benefits are targeted through the DSP:

- Reduce the number of deliveries through planning and the scheduling of goods to be delivered outside peak periods and the use of consolidation
- Encourage the use of sustainable freight modes or greener vehicles
- The completion of periodical reviews and updates of the DSP and the active management of ongoing developments through developer and tenant participation, implementing procedures to inform the site occupiers about the DSP in practice
- Good communication between all parties involved in the process (suppliers, staff, the local authority and development manager)
- The efficient usage of available facilities.

1.3 Site Context

1.3.1 The site is located within the LB Camden on Tottenham Court Road, Bloomsbury. The site location is provided in Figure 1.1.

1.3.2 The site is bounded by Tottenham Court Road to the west, Bayley Street to the north and Morwell Street to the east. To the south is the 1 Bedford Avenue development.

1.4 Scope of the Delivery and Servicing Plan

1.4.1 The DSP covers the following:

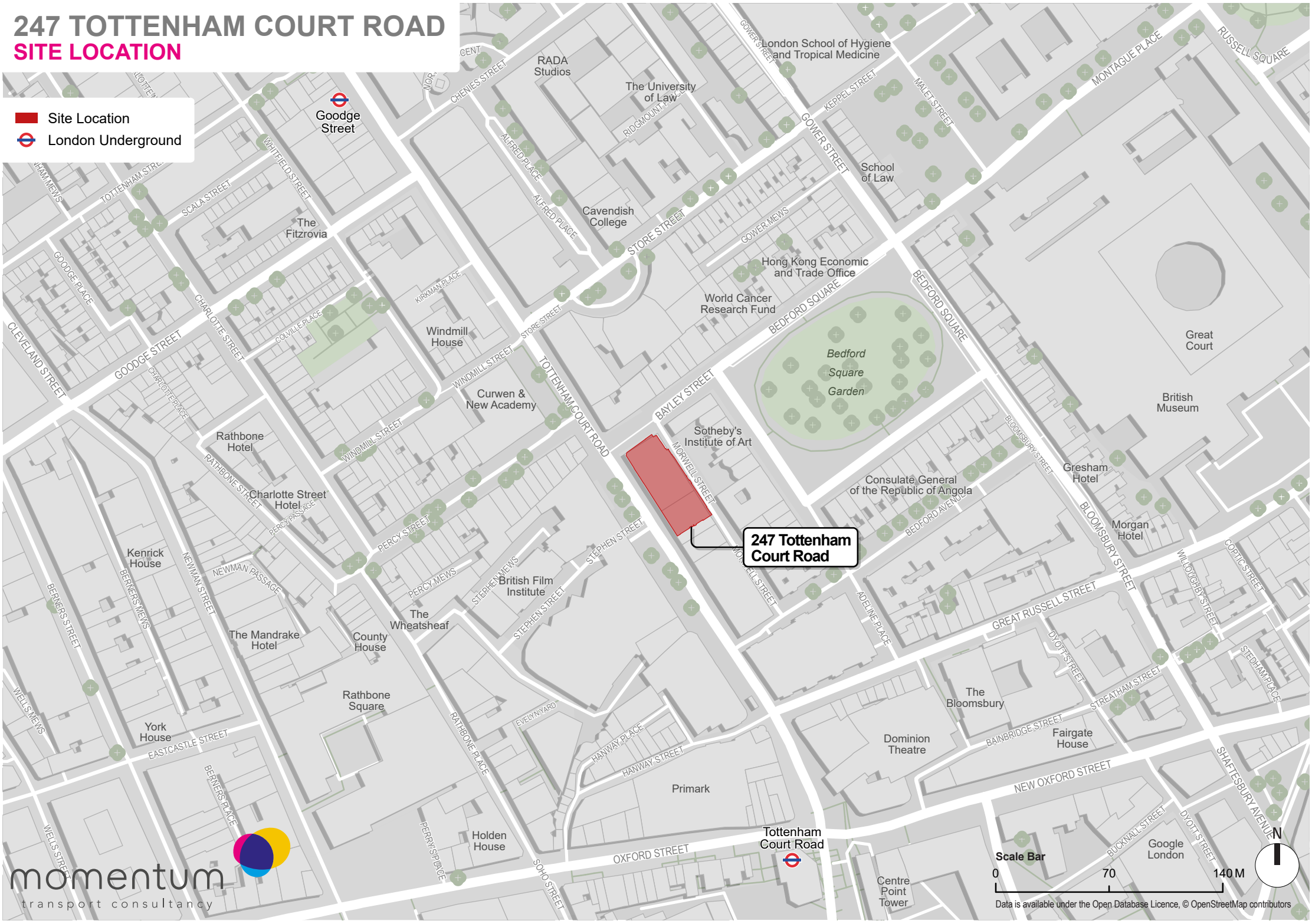
- DSP objectives
- Policy Context
- Development Proposals
- Proposed Delivery and Servicing Strategy
- Trip Rates and Vehicle Assumptions
- Waste Management Strategy
- DSP Measures
- DSP Management Strategy – Monitoring and Review

1.5 Policy Context

1.5.1 The DSP has been prepared following best practice guidance and policies set out in:

- TfL Delivery Servicing Plans: Making Freight Work for You
- TfL Managing Freight Effectively: Delivery and Servicing Plans
- TfL Freight and Servicing Action Plan (2019)
- Camden Local Plan (2017)
- Camden Planning Guidance on Transport (2019)

247 TOTTENHAM COURT ROAD
SITE LOCATION



2. POLICY CONTEXT

2.1 National Planning Policy

NATIONAL PLANNING POLICY FRAMEWORK (2019)

2.1.1 The National Planning Policy Framework (NPPF) has been produced by the Department for Communities and Local Government and was published in February 2019.

2.1.2 The framework sets out the Government's planning policies and how these are expected to be applied. The NPPF replaces almost all existing national guidance in the form of Planning Policy Guidance (PPGs) and Planning Policy Statements (PPSs), although the accompanying guides largely remain in force.

2.1.3 The NPPF requires all developments that will generate significant amounts of movement to provide a travel plan, and the application should be supported by a transport statement or transport assessment so the likely impacts of the proposal can be assessed.

2.1.4 Whilst the Transport Assessment provides a summary of the key elements of delivery and servicing management, this Framework DSP is intended to serve as the guiding document for managing these activities by the client, occupiers, suppliers and local authority.

BREEAM UK NEW CONSTRUCTION: NON-DOMESTIC BUILDINGS – TECHNICAL MANUAL (2018)

2.1.5 This BREEAM document is an update on the preceding 2014 version and describes an environmental performance standard against which buildings in the UK can be assessed, rated and certified. A key metric BREEAM assesses is operational waste, for non-residential use only.

2.1.6 The aim of minimum standards regarding waste is to recognise and encourage the provision of dedicated storage facilities for a building's operational-related recyclable waste streams so that this waste is diverted away from landfill or incineration.

2.1.7 The key parameters to achieve compliance include the segregation of stored waste and an adequate and accessible waste storage area for each waste type.

2.2 Regional Planning Policy

THE DRAFT LONDON PLAN (2019)

2.2.1 The draft New London Plan ('NLP') was published on 27 November 2017. Consultation took place on the draft document up until 02 March 2018. The Mayor's Minor Suggested Changes to the London Plan were published on 13 August 2018. The Plan then went through an Examination in Public (EiP), with Consolidated Suggested Changes published in July 2019. The draft NLP has been issued to the Secretary of State and adoption is anticipated in spring 2020. As the plan has now been through two rounds of public consultation and an EiP, and the NLP might be adopted during the determination period of this application, the proposals have been assessed against the relevant draft NLP policies.

2.2.2 The document sets out the integration between housing, social, economic, cultural, environmental and transport policies for London over the next 25 years.

2.2.3 According to Policy T7, "Delivery and Servicing Plans will be required and should be developed in accordance with Transport for London guidance" to facilitate sustainable freight

and servicing. Additionally, “Delivery and Servicing Plans should demonstrate how the requirements of the site are met, including addressing missed deliveries” (10.7.5)

2.2.4 The Mayor of London is responsible for producing a planning strategy for London. FALP made alterations to The London Plan (2011), replaced the previous strategic planning guidance for London (known as RPG3). FALP sets out an integrated economic, environmental, transport and social framework for the development of London over the next 20-25 years.

THE MAYOR’S TRANSPORT STRATEGY (2018)

2.2.5 The Mayor’s Transport Strategy was adopted in March 2018 and outlines a vision to reduce Londoners’ reliance upon use of private cars by encouraging a modal shift to walking, cycling and public transport uses. A central aim of the Mayor’s Transport Strategy is for 80% of Londoners to make trips by these modes by 2041. In addition, the Transport Strategy includes targets to significantly reduce total traffic by 10-15% by 2041, and freight traffic in Central London by 10% by 2026.

2.2.6 Plans for delivery and servicing look to promote planning permissions to secure delivery and servicing plans in support of off-peak (including night-time) deliveries. Additionally, support is shown for waste consolidation implementation through use of a formal commercial waste zone framework. Introduction of regional consolidation and distribution centres were proposed, potentially in conjunction with micro-distribution centres within inner and outer London.

THE FREIGHT AND SERVICING ACTION PLAN (2019)

2.2.7 The Freight and Servicing Action Plan sets out the steps that need to be taken to address the increase in demand for freight and servicing. The plan contains proposals to deliver improvements to the operational efficiency, environmental impacts and safety of freight and logistics within Greater London, alongside other proposals designed to improve understanding of freight issues and contribute to the longer-term process of addressing London’s transport needs. Key projects supporting the delivery of the plan are:

- Efficient Deliveries Toolkit
- Freight Operator Recognition Scheme (FORS)
- HGV Safety Direct Vision Standards
- Construction Logistics and Community Safety Standard (CLOCS)
- Delivery and Servicing Plans
- Construction and Logistics Plan
- The Ultra-Low Emission Zone (ULEZ)

2.2.8 The efficient deliveries toolkit includes guidance for businesses on how to time deliveries outside the peak hours, reduce personal deliveries to the workplace and implement waste consolidation. The plan outlines different types of consolidation centres, including:

- Micro-consolidation facilities – facilitating efficient last-mile deliveries via zero-emissions vehicles such as EV vans and e-Cargo bikes, particularly within Central London
- Construction consolidation centres – enabling the efficient and timely deliveries of bulky construction materials outside of the peak hours
- Waste consolidation centres – making the use of river and rail servicing to transport bulky wastes by other means than road transport

2.2.9 FORS employs a tiered set of membership levels to address fleet and freight vehicle operational efficiency, improving all areas of sustainable distribution to reduce CO2 emissions, congestion, collisions and operator costs.

2.2.10 FORS recognises legal compliance as the base 'bronze' level and promotes the uptake of best practice covering: fuel efficiency, alternative fuels and low carbon vehicles, management of road risk, legal record keeping and reducing penalty charge notices through the higher 'silver' and 'gold' levels.

2.2.11 FORS also recognises operator achievements with rewards that encourage operators to raise standards to reduce CO2 emissions and to improve vehicle facilities designed to improve HGV safety, primarily through reducing risks to cyclists.

2.2.12 The HGV Direct Vision Standard (DVS) for HGVs was created by the Mayor of London to improve the safety of all road users. The DVS uses a star system to rate Heavy Goods Vehicles (HGV) above 12 tonnes on the visibility available to the driver directly through the cab windows. The star rating system has the range zero to five.

2.2.13 The DVS is still currently at the proposal stage and is not enforceable. The DVS forms part of the proposed HGV Safety Permit, which if approved will require all HGVs over 12 tonnes which enter or operate within Greater London to hold a safety permit from 1st October 2020. All HGVs over 12 tonnes with a zero-star rating would be banned from London unless they prove a Safe System. From 2024 all zero to two-star HGVs would be banned unless they prove a Progressive Safe System is in place. A Safe System is a series of measures which reduce the risks HGVs present to vulnerable road users. The core requirements are: blind spot elimination and minimisation, warning of intended manoeuvre, minimising physical impact of a hazard. The Progressive Safe System will be the same as the Safe System but it will take into account technological improvements and equipment available by 2024.

2.2.14 The CLOCS standard aims to ensure that clients ensure that construction sites are suitable for vehicles fitted with enhanced safety features, including Direct Vision-enabled vehicles.

2.2.15 The Freight and Servicing Action Plan sets out how Delivery and Servicing Plans (DSPs) can improve freight and logistics efficiency and aims to update DSP guidance by Spring 2020.

2.2.16 The ULEZ aims to improve air quality within Central London through introducing stricter emissions limits to vehicles entering the congestion charging zone 24 hours a day, 7 days a week from April 2019, with an expansion to cover the area within the north and south circular roads by October 2021. This would require freight operators to select cleaner vehicles, with an anticipated shift from the usage of diesel vehicles to cleaner alternatives.

VISION ZERO ACTION PLAN (2018)

2.2.17 The Vision Zero Action Plan published in July 2018 sets out Policy 3 of the Mayor's Transport Strategy. This document details the proposed strategies to adopt Vision Zero for road danger in London, being zero people killed in or by a London Bus by 2030 and all deaths and serious injuries from road collisions to be eliminated on London's roads by 2041.

2.2.18 Chapter five describes how reducing the dominance of motor vehicles includes both reducing their numbers and also the dangers that they pose to vulnerable road users. A focus is placed upon larger vehicles such as Buses and HGVs, of which Direct Vision standards are to be implemented to improve the safety of HGVs.

2.2.19 It further demonstrates the importance in reducing road mileage of large vehicles in particular via consolidating construction delivery and servicing vehicles which would further help to reduce the potential for conflicts between these types of vehicles and vulnerable road users.

FURTHER ALTERATIONS TO THE LONDON PLAN (FALP 2015)

2.2.20 Policy 6.3 of the London Plan, "assessing effects of development on transport capacity" states that Delivery and Servicing Plans, and Construction Logistics Plans, should be secured in line with the London Freight Plan and should also be coordinated with Travel Plans.

2.3 Local Policy

CAMDEN LOCAL PLAN (2017)

2.3.1 The Camden Local Plan is the overarching plan setting the policies to guide the future sustainable development of the borough. Policy A1: Managing the impact of development refers to how the council will manage the impact of traffic movements associated with new developments.

2.3.2 Policy A4 of the Local Plan sets out the council's policy in relation to noise and vibration and that it is appropriately considered at the design stage. Regarding deliveries, policy A4 states:

2.3.3 We will also seek to minimise the impact on local amenity from deliveries and from the demolition and construction phases of development.

2.3.4 Camden's Local Plan (para. 6.104) acknowledges that deliveries should be managed and take place between the hours of 08:00 and 20:00 to manage potential disruption and noise disturbance to nearby residential properties. LB Camden also requires the provision of loading bays within a development site to reduce the impact of delivery vehicles.

2.3.5 Freight consolidation is an approach promoted by the council whereby goods are grouped together so that fewer delivery journeys are required by road and therefore the number of vehicle trips is reduced.

2.3.6 Council policy acknowledges that the movement of goods and materials by road can have a significant impact on the environment and the health and wellbeing of residents. Therefore, LB Camden promotes more sustainable means of freight transport, including the use of cycle freight as an extension to cycle courier services and encourages developers to make provision for cycle freight as part of DSPs.

2.3.7 Policy T4: Sustainable movement of goods and materials states:

The Council will promote the sustainable movement of goods and materials and seeks to minimise the movement of goods and materials by road. We will:

a. encourage the movement of goods and materials by canal, rail and bicycle where possible
b. protect existing facilities for waterborne and rail freight traffic and;
c. promote the provision and use of freight consolidation facilities.

2.3.8 Policy T4 of the Local Plan also requires goods vehicles to be accommodated on site and the preparation of Delivery and Servicing Management Plans where appropriate.

CAMDEN PLANNING GUIDANCE (CPG) TRANSPORT (MARCH 2019)

2.3.9 LBC's CPG7 on Transport (March 2019) provides guidance on all transport issues within the borough and is consistent with and supports the policies in the Camden Local Plan. Chapter 4 of the guidance sets out the planning authority's guidance in relation to DSPs.

2.3.10 The guidance sets out the requirements of the planning authority for DSPs for all development proposals which, from a delivery and servicing perspective, are likely to have an impact on the amenity of occupiers, neighbours and road users in terms of noise and vibration, air quality, congestion and road safety.

2.3.11 The guidance sets out the overarching aim of DSPs to minimise motorised freight movements, mitigating against the negative impacts of freight movement in general, in particular those of motorised freight traffic (Section 4.10, p.25).

2.3.12 In addition, the guidance sets out LBC's requirements for DSPs to be structured around the following themes/issues:

- Location of loading
- Delivery timing
- Routing
- Vehicular type and vehicular control measures
- Freight consolidation
- Other control measures
- Specific consideration according to land use, where applicable
- Monitoring

3. EXISTING OPERATIONS

3.1 Existing Site

3.1.1 The site currently consists of 5 separate buildings:

- 247 Tottenham Court Road – Office / Retail
- 3 Bayley Street – Residential / Office
- 1 Morwell Street – Residential
- 2-3 Morwell Street – Retail / Office
- 4 Morwell Street – Office

3.1.2 Collectively, the buildings are comprised of six floors, plus one basement level and the ground floor level. Office accommodation is provided on floors two to six and retail space is provided on floors lower ground to first floor. The basement level is used for storage space.

3.1.3 The land uses and associated areas for the existing site are presented below in Table 3.1.

Table 3.1: Existing Site by Land Use and Area

Land Use	NIA (m^2)	GIA (m^2)	GEA (m^2)
Office B1	6,102	7,628	8,115
Residential C3	382	478	509
Retail A1	910	1,138	1,211
Total	**7,395**	**9,244**	**9,834**

*It is assumed that NIA = 80% GIA

**D1/B1 provision has been assessed as part of Office B1

3.2 Existing Delivery and Servicing Operations

3.2.1 Deliveries and services associated with the existing buildings at 247 Tottenham Court Road are accommodated within the small existing service area, with deliveries from larger vehicles and waste collection assumed to occur on-street informally along Morwell Street. Waste collection also takes place from Morwell Street. An existing service area is immediately adjacent to the basement car park access on Morwell Street, at the southern part of the site, but the height restrictions to access prevent this from being used for the purpose of receiving deliveries.

3.2.2 There is currently a vehicle ramp within the existing site, which services a basement car park. However, this ramp is of insufficient size to accommodate delivery and servicing vehicles, which is demonstrated in Figure 3.1, showing the impossibility of access to and egress from the existing basement for a 9.8m-long waste vehicle.

3.2.3 The existing delivery and servicing trips associated with the site have been estimated using servicing trip generation rates based on a delivery and servicing trip rates database that combines survey information from developments across Central London. These have been utilised for numerous other proposals and compare well with rates used for similar purposes elsewhere. The adopted trip rates are shown in Table 3.2.

3.2.4 An on-street loading bay is located at the southern end of Morwell Street adjacent to the 1 Bedford Avenue development.

Table 3.2: Delivery and Servicing Trip Rates

Land Use	Daily Servicing Trip Rate	Peak Hour %
Office B1	0.21 per 100m^2 NIA	10%
Residential C3	0.10 per 100m^2 NIA	5%
Retail A1	0.59 per 100m^2 NIA	15%

3.2.5 The estimated vehicle split by land use for the existing deliveries using the adopted trip rates and the existing floor areas are presented in Table 3.3.

3.2.6 For the purposes of the assessment, the existing retail floor space is assumed to be 100% non-food retail.

Table 3.3: Existing Delivery and Servicing Trips

Land Use	Daily Servicing Trips	Peak Hour Trips
Office B1	13	2
Residential C3	1	0
Retail A1	5	1
Total	**19**	**3**

**differences may occur due to rounding*

3.2.7 The estimated vehicle splits are shown in Table 3.4.

Table 3.4: Estimated Delivery Vehicle Splits by Land Use

Land Use	Cars / Vans < 7.5t	MGVs	HGVs (Rigid)
Retail A1	65%	22%	13%
Office B1	75%	18%	7%
Residential C3	80%	17%	3%

3.2.8 Based on the above vehicle splits and existing floor area splits, it is estimated that there is approximately 2 HGVs, 4 MGVs and 14 vans / cars that service the site each day.

3.2.9 Delivery vehicles are assumed to arrive at site throughout the day. It is estimated that there are approximately 19 daily delivery trips and 3 peak hour delivery trips.

3.3 Existing Waste Management Arrangements

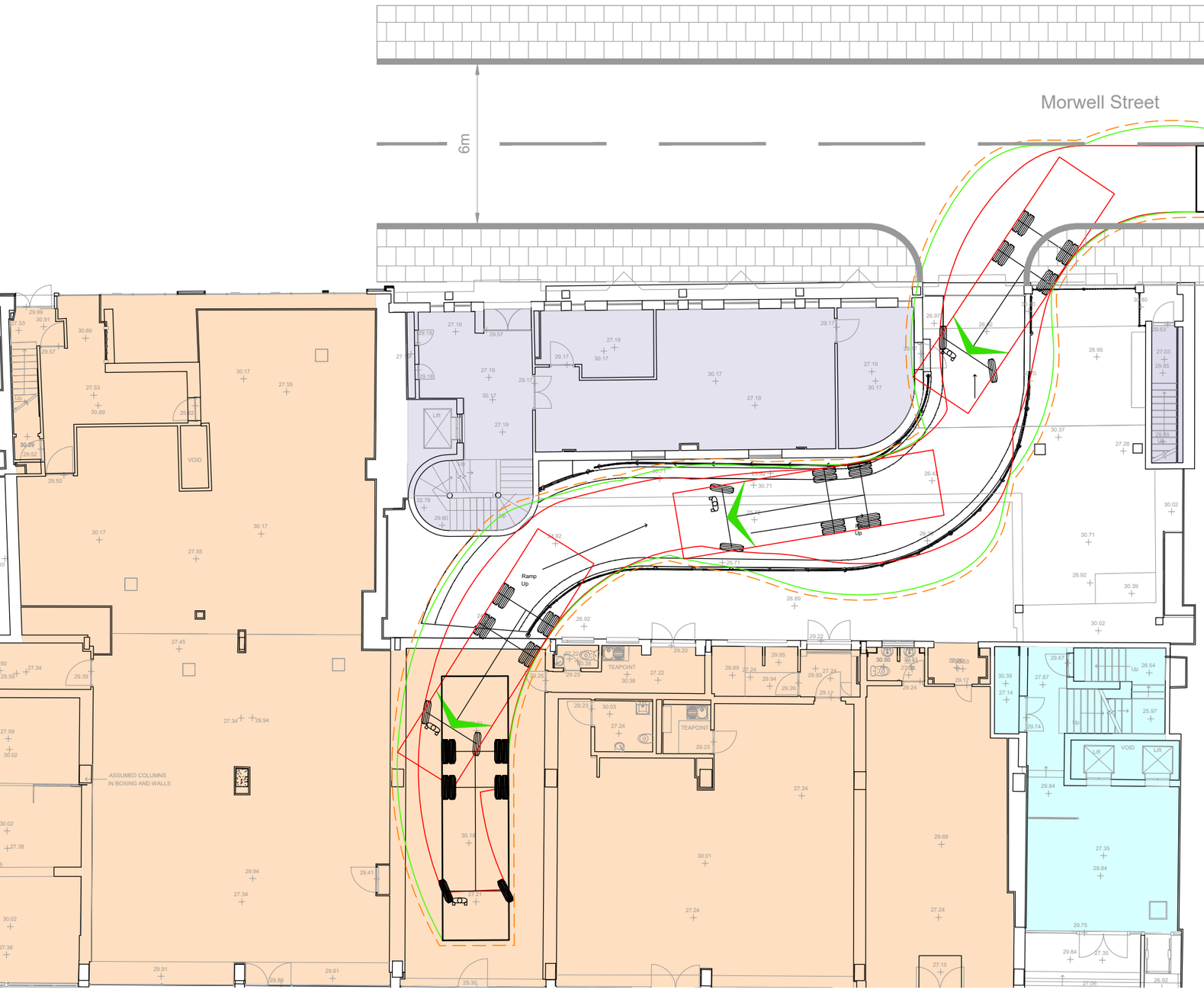
3.3.1 Waste is currently stored and processed on-site.

3.3.2 Waste is collected every 2 days. Since the existing ramp is of insufficient size to accommodate waste vehicles, waste vehicles collect waste on-street. It is understood that Facilities Management moves the bins to Morwell Street for loading prior to arrival.

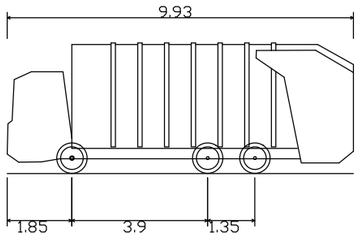
3.3.3 The existing waste generation of the site has been estimated using waste generation rates provided by the City of Westminster (2019). The total waste generated by land-use is presented in Table 3.5.

Table 3.5: Estimated Waste Generation by Land Use

Land Use	General (L)	Recyclable (L)	Food (L)	Total (L)
Office B1	1,391	2,782	464	4,637
Residential C3	180	360	60	600
Retail A1	363	363	484	1,211
Total	**1,934**	**3,505**	**1,008**	**6,448**



PROFILE



Vulture 2225 (with Mercedes Econic 2628LL 6x4 chassis)	
Overall Length	9.930m
Overall Width	2.490m
Overall Body Height	3.749m
Min Body Ground Clearance	0.302m
Track Width	2.490m
Lock to lock time	4.00s
Wall to Wall Turning Radius	9.100m

KEY

- Wheel path
- Vehicle body envelope
- Envelope at 200mm offset from vehicle body envelope
- Arrow showing direction of travel of vehicle

4. DEVELOPMENT PROPOSALS

4.1.1 This section of the report describes the development proposals.

4.2 Proposed Land Uses and Floor Areas

4.2.1 The Proposed Development seeks the demolition of the existing buildings on site and their replacement with a 5-storey above ground office-led mixed-use scheme, with the provision of retail uses on the ground level and a residential component on the upper levels.

4.2.2 For the purposes of the assessments provided within this DSP, it has been assumed that the flexible retail provision would be 80% A1 retail, 10% A3 retail and 10% D2 sui generis. The D1/B1 provision is assessed as part of Office B1 as a worst case scenario.

Table 4.1: Proposed Land Uses and Floor Areas

Land Use	NIA (m^2)*	GIA (m^2)	GEA (m^2)
Office B1	5,595	7,717	8,411
Residential C3	877	1,305	1,520
Retail A1	937	1,080	1,248
Retail A3	117	135	156
Sui Generis D2	117	135	156
Total	**8,243**	**11,028**	**12,217**

4.3 Proposed Loading Arrangements

4.3.1 It is proposed for loading activities to continue to occur on Morwell Street through the provision of a dedicated on-street loading bay.

4.3.2 It is noted that the site would contravene LB Camden's policy recommending on-site loading for major developments. However, this policy requirement to provide off-street loading bay facilities is considered to be outweighed by LB Camden's policy requirements and the West End Scheme's objectives to protect and enhance the retail provision on Tottenham Court Road and maximise active frontages on Morwell Street, in order to reduce the impacts of anti-social behaviour.

4.3.3 The provision of an on-site loading area would only be feasible with a ramp or vehicle lifts to the basement levels. Both of these options have been investigated, and it was found that significant ground floor areas would be consumed to facilitate the required infrastructure, detrimentally affecting the provision of ground level retail floor space and activation on Morwell Street, which is core tenet of the scheme proposals, and has been well-received at pre-application meetings.

4.3.4 Furthermore, the provision of an off-street loading area at grade would require loading vehicles to reverse over the footway, which creates a detrimental pedestrian and cyclist experience, as well as impacting on pedestrian and cyclist safety on Morwell Street.

4.3.5 Since the impacts of off-street loading are considered to be disproportionate to the benefits of providing a loading bay on-site, the existing arrangement of on-street loading activities to occur on Morwell Street is seen as appropriate considering the scale of the development.

4.3.6 The on-street loading bay is proposed to be located on the western side of Morwell Street adjacent to the Site. In order to accommodate this arrangement and allow for movements from various user groups to continue (such as coaches), some changes to the highway layout are proposed.

4.3.7 Allowing vehicles to load from outside of the development would improve efficiency and minimise vehicle dwell times, and there would be sufficient width on Morwell Street for other vehicles to pass.

4.3.8 The existing layout at Morwell Street is shown overleaf.

4.3.9 The proposed layout of Morwell Street is shown in Figure 4.2 and supporting swept path analysis, of a northbound coach, is provided in Figure 4.3.

4.3.10 The proposed delivery and servicing strategy is described in the following section of this report.

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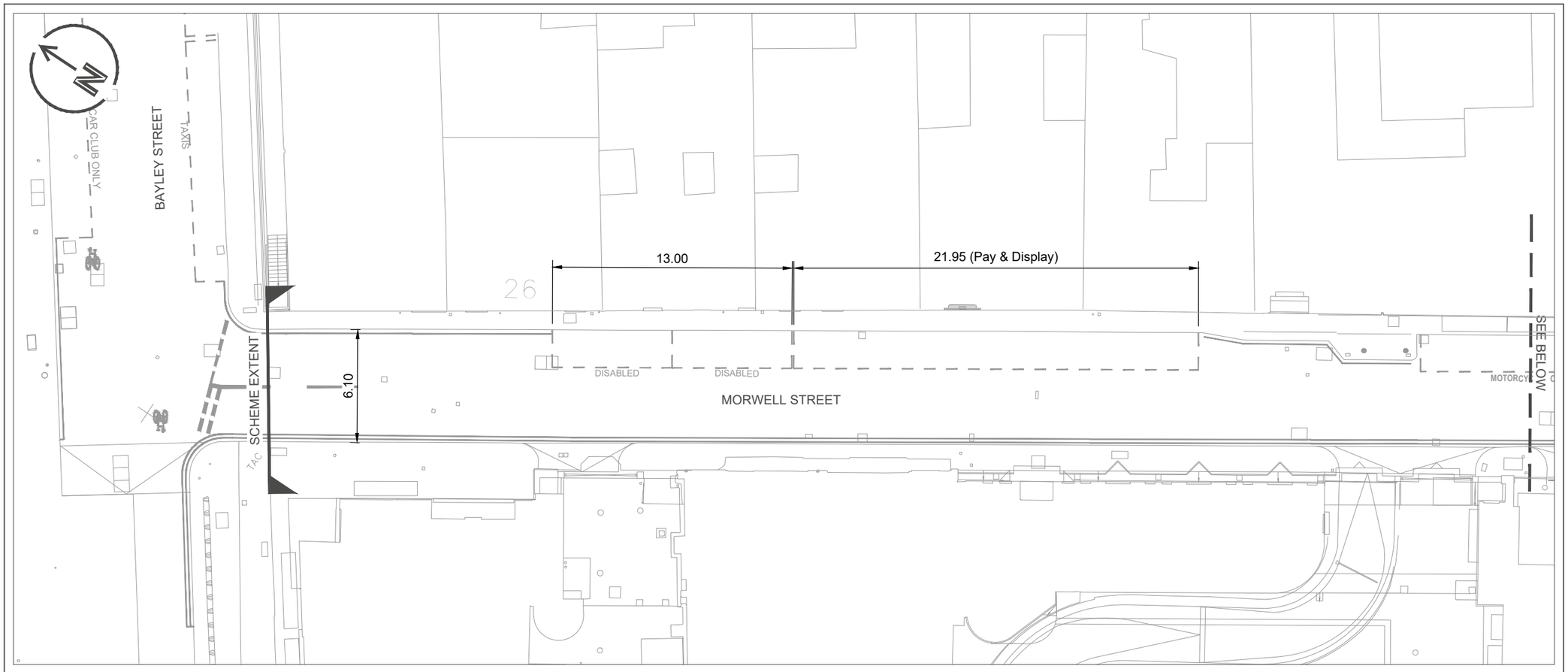
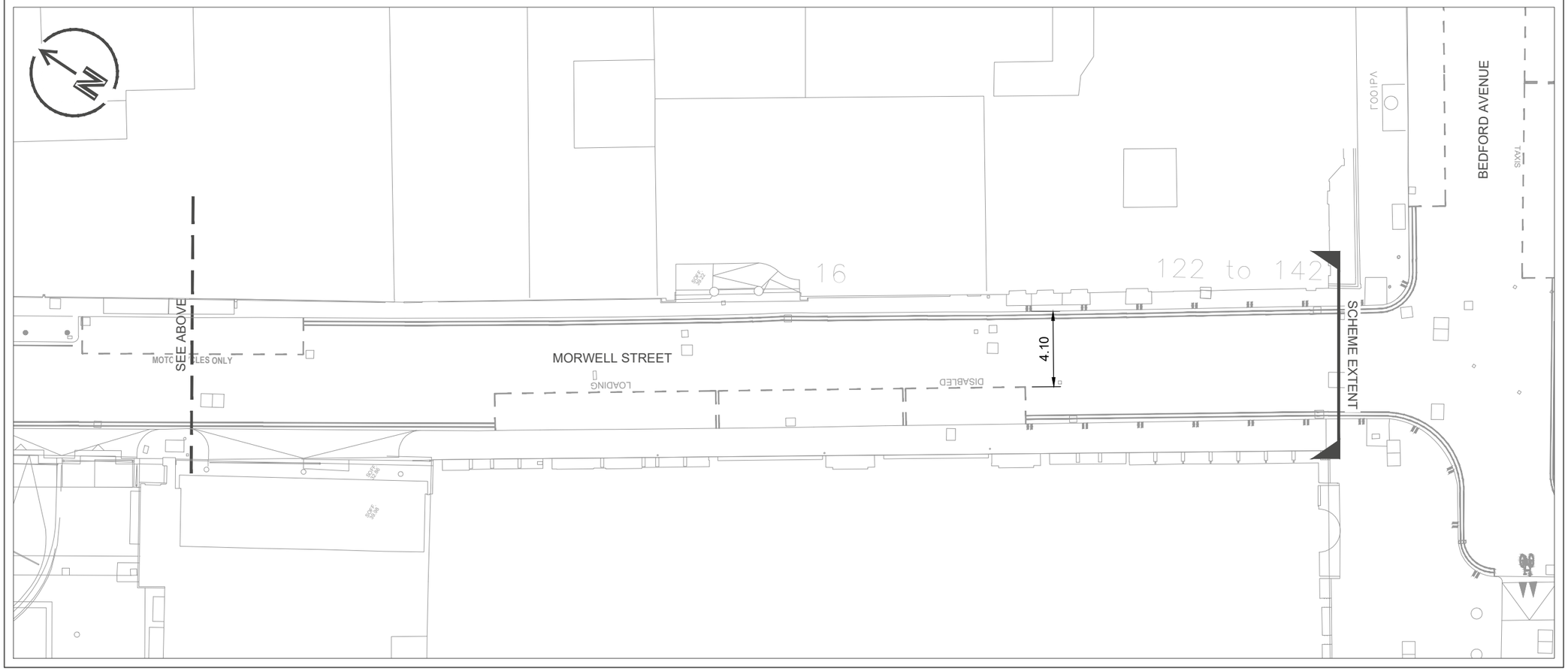




OVERVIEW PLAN

NOTES

1. Do not scale from this drawing, work to figured dimensions only.
2. Existing road markings are indicative and based on OS mapping and a Topographical Survey provided by PLP Architects.

KEY

Existing road markings

REV	DATE	REVISION DESCRIPTION / DETAILS	DRN BY	CHKD BY	APRVD BY
B	09/07/20	Topographical survey added	PD	OB	IRT
A	22/06/20	First issue	IH	OB	IRT

momentum transport consultancy

CLIENT: CO–RE

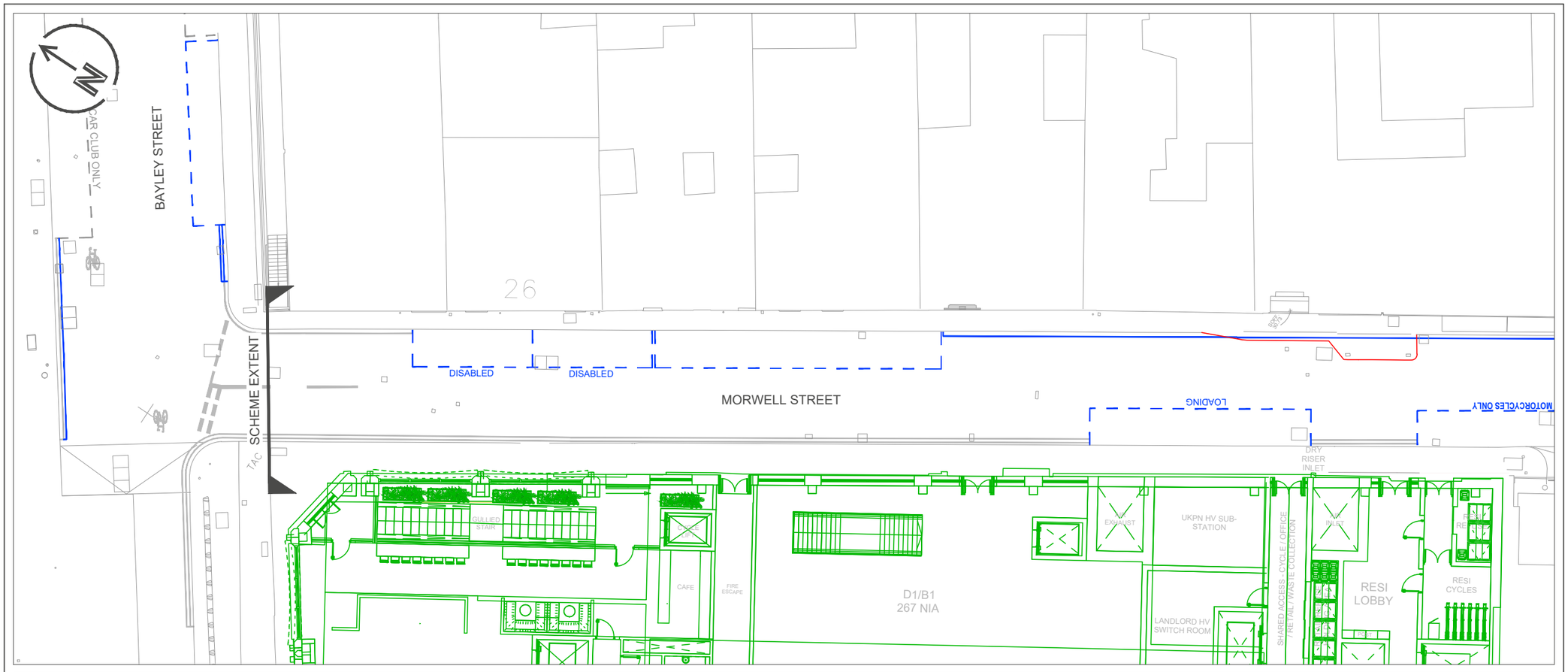
JOB TITLE: 247 TOTTENHAM COURT ROAD

DRAWING TITLE: MORWELL STREET EXISTING ARRANGEMENT

STATUS: FOR INFORMATON

DRAWING NO:	REV:	SCALE:
M000431-2-1-DR-002	B	1:250 @ A3

ISO FULL BLEED A3 420 X 297 MM



OVERVIEW PLAN

NOTES

1. Do not scale from this drawing, work to figured dimensions only.
2. Existing road markings are indicative and based on OS mapping and a Topographical Survey provided by PLP Architects.
3. Proposed design has not been subject to Road Safety Audit.
4. All proposed road markings outside the scheme extents are part of the West End project scheme.

KEY

- Proposed Building
- Existing kerb buildout to be removed
- Existing road markings
- Proposed road markings / re-arranged bays

REV	DATE	REVISION DESCRIPTION / DETAILS	DRN BY	CHKD BY	APRVD BY
C	09/07/20	Topographical survey added	PD	OB	IRT
B	24/06/20	Building overlay added	PD	IH	IRT
A	22/06/20	First issue	IH	OB	IRT

momentum transport consultancy

CLIENT: CO–RE

JOB TITLE: 247 TOTTENHAM COURT ROAD

DRAWING TITLE: MORWELL STREET PROPOSED ARRANGEMENT

STATUS: FOR INFORMATON

DRAWING NO:	REV:	SCALE:
M000431-2-1-DR-003	C	1:250 @ A3

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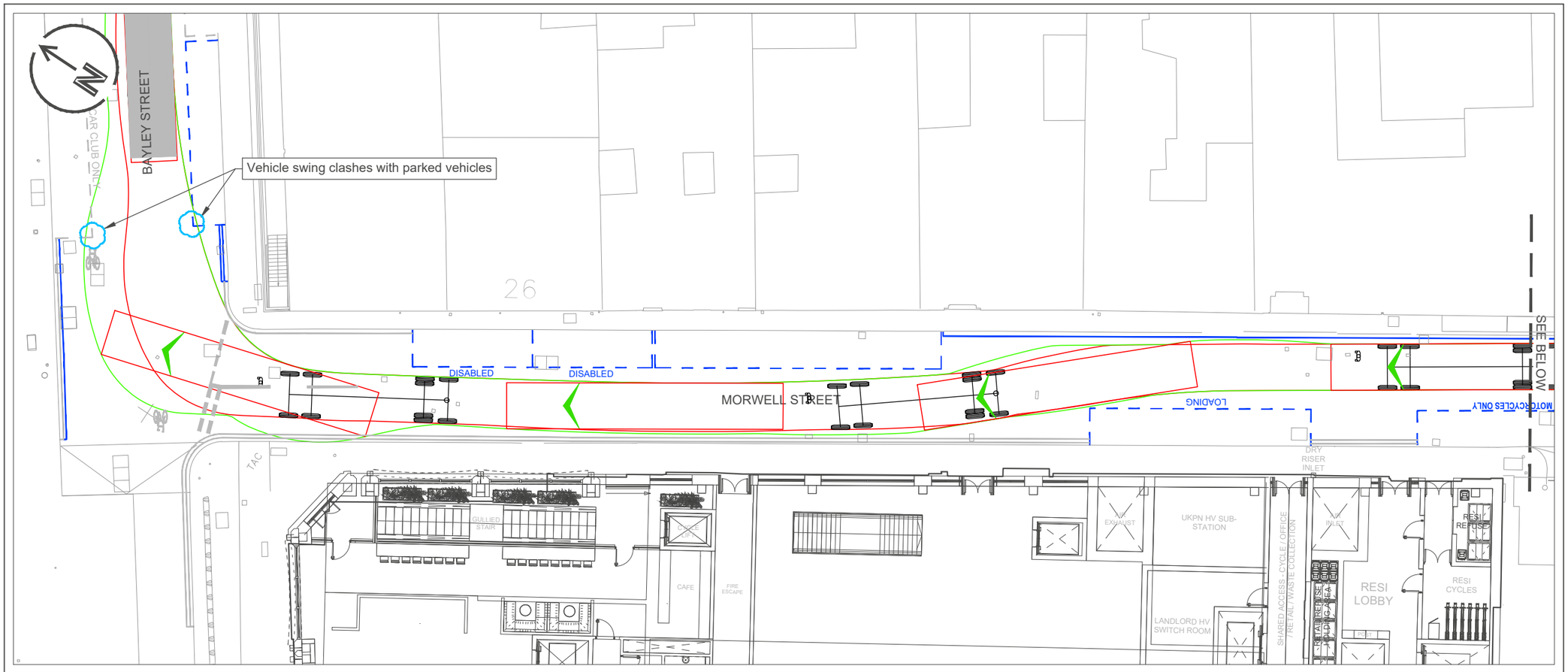
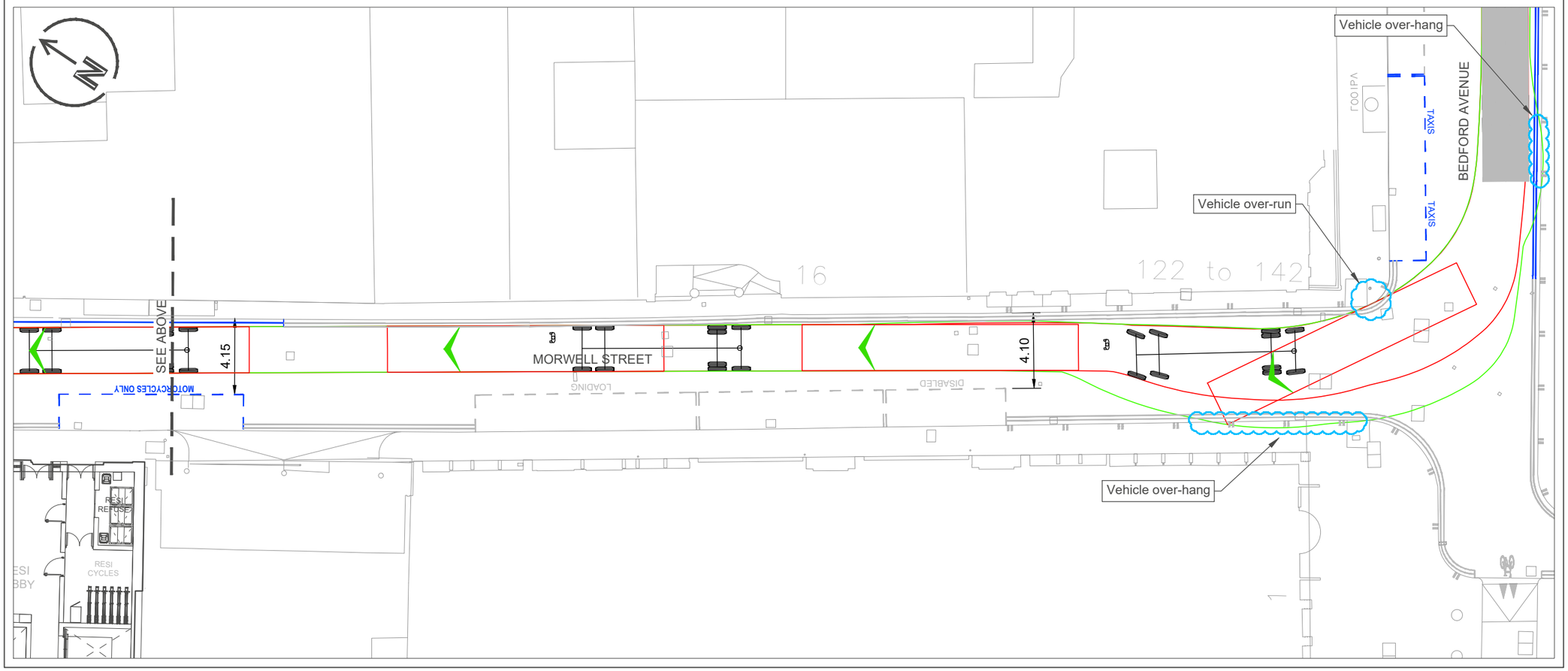
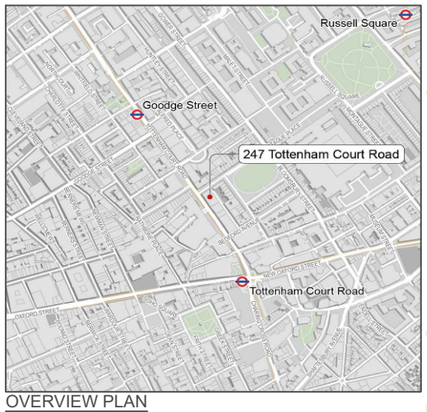
ISO FULL BLEED A3 420 X 297 MM



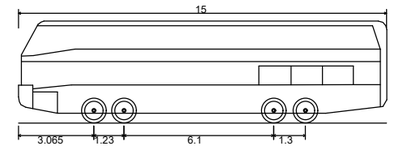




OVERVIEW PLAN

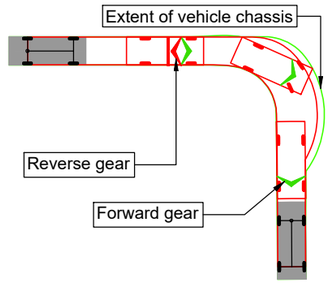
NOTES

1. Swept path analysis is based on the following vehicle traveling at 5mph:



15m 6WS Luxury Coach	
Overall Length	15.000m
Overall Width	2.500m
Overall Body Height	4.157m
Min Body Ground Clearance	0.397m
Track Width	2.500m
Lock to lock time	5.00s
Wall to Wall Turning Radius	12.490m

KEY



REV	DATE	REVISION DESCRIPTION / DETAILS	DRN BY	CHKD BY	APRVD BY
C	09/07/20	Topographical survey added	PD	OB	IRT
B	24/06/20	Building overlay added	PD	IH	IRT
A	22/06/20	First issue	IH	OB	IRT

momentum transport consultancy

CLIENT: CO–RE

JOB TITLE: 247 TOTTENHAM COURT ROAD

DRAWING TITLE: MORWELL STREET SWEPT PATH ANALYSIS

STATUS: FOR INFORMATON

DRAWING NO:	REV:	SCALE:
M000431-2-1-TR-002	C	1:250 @ A3

5. PROPOSED DELIVERY AND SERVICING STRATEGY

5.1 Introduction

5.1.1 This section of the report sets out the intended delivery and servicing strategy for the Proposed Development, as well as the forecast delivery and servicing trips for the building, including a breakdown of the daily and peak hour trips.

5.2 Access Strategy

PROPOSED DELIVERY STRATEGY

5.2.1 Deliveries and services associated with the Proposed Development would be dependent on an on-street loading bay located on the western side of Morwell Street.

5.2.2 Vehicles would approach the site from the south on Morwell Street and park in the loading bay.

5.2.3 Loading activities would then occur, with goods transported between the vehicle and the site.

5.2.4 Servicing hours for the site would be limited to between 08:00 and 20:00, consistent with the Camden Local Plan 2017.

5.2.5 Vehicles would then egress from the loading bay and travel north on Morwell Street, turning right eastbound at the end of Morwell Street, to access the surrounding highway network.

DELIVERY TIMINGS

5.2.6 The Camden Local Plan sets out that deliveries should occur between 08:00 and 20:00 to manage potential disruption and noise disturbance to nearby residential properties. Consequently, the proposed delivery timings would be managed to occur between these hours.

5.3 Delivery and Servicing Trips

DELIVERY AND SERVICING TRIP RATES

5.3.1 The number of delivery and servicing vehicle trips attracted to the development have been estimated using servicing trip generation rates based on a delivery and servicing database which combines survey information from developments across Central London. The forecast vehicle trips have been calculated using the proposed floor areas and the trip rates derived from that database.

5.3.2 Table 5.1 shows the vehicle trip rates used to estimate the delivery and servicing trips and the percentage of trips anticipated to arrive during the peak hour.

Table 5.1: Delivery and Servicing Trip Rates

Land Use	Daily Servicing Trip Rate	Peak Hour %
Office B1	0.21 per 100m^2 NIA	10%
Residential C3	0.10 per 100m^2 NIA	5%
Retail A1	0.59 per 100m^2 NIA	15%
Retail A3	2.00 per 100m^2 NIA	17%
Sui Generis D2	0.15 per 100m^2 NIA	8%

**differences may occur due to rounding*

FORECAST DELIVERY AND SERVICING TRIPS

5.3.3 Table 5.2 presents the forecast delivery and servicing trip rates using the trip rates included in Table 5.1 and the proposed floor areas presented in Table 4.1**Error! Reference source not found.**.

Table 5.2: Forecast Delivery and Servicing Trips

Land Use	Daily Servicing Trips	Peak Hour Trips
Office B1	12	1
Residential C3	1	0
Retail A1	5	1
Retail A3	2	1
Sui Generis D2	1	0
Total	**21**	**3**

**differences may occur due to rounding*

NET DELIVERY AND SERVICING TRIPS

5.3.4 The Proposed Development would result in an uplift of two delivery and servicing trip per day, and no additional servicing trip in the peak hour.

5.3.5 The delivery and servicing trips associated with the Proposed Development would thus have a negligible impact on the surrounding road network.

VEHICLE TYPES

5.3.6 The vehicle type percentage splits associated with each land use of the Proposed Development are indicated in Table 5.3.

Table 5.3: Proposed Development Vehicle Split Assumptions

Land Use	Cars/Vans <7.5T	MGVs	HGVs (Rigid)
Office B1	75%	18%	7%
Residential C3	80%	17%	3%
Retail A1	65%	22%	13%
Retail A3	85%	10%	5%
Sui Generis D2	80%	15%	5%

5.3.7 The forecast delivery and servicing trips for the Proposed Development detailed by vehicle type are shown in Table 5.4.

Table 5.4: Proposed Development Trips by Vehicle Type

Vehicle Type	Number Per Day	Number in Peak Hour
Cars/Vans <7.5T	15	2
MGV	4	1
HGV (Rigid)	2	0
Total	**21**	**3**

5.3.8 It is assumed that the dwell times for cars and vans would be 10 minutes, for MGVs it would be 15 minutes and for HGVs it would be 20 minutes. Consequently, the provision of one loading bay is considered to provide adequate capacity for the forecasted delivery and servicing trips associated with the Proposed Development.

6. WASTE MANAGEMENT STRATEGY

6.1 Future Waste Requirements

6.1.1 The waste generated by the Proposed Development has been estimated in line with the City of Westminster advice contained within the City of Westminster Recycling and Waste Storage Requirements (2019), which is considered to be best practice.

6.1.2 The storage provision is based on a 2-day collection of uncompacted waste.

6.1.3 The waste generation forecasts for 247 Tottenham Court Road are summarised in litres in Table 6.1.

Table 6.1: Waste Generation for 247 Tottenham Court Road

Land Use	General (L)	Recyclables (L)	Food (L)	Total (L)
Office B1	5,047	10,093	1,682	16,822
Residential C3	120	240	40	400
Retail A1	1,310	1,310	1,747	4,368
Retail A3	164	164	218	546
Sui Generis D2	94	187	31	312
Total	**7,170**	**12,866**	**3,864**	**23,900**

6.2 Waste Strategy

6.2.1 Specific waste storage areas for waste generated by the residential, office and retail land uses would be provided.

6.2.2 Residents would be required to dispose of their waste in the residential waste storage area on the ground floor level.

6.2.3 The retail waste storage area would be located on the ground floor level.

6.2.4 Waste generated by the office land uses would be located on basement level 1. The basement facilities would be accessible via a service lift within the Proposed Development. From the lift, waste would be transferred to the main waste processing rooms and storage bins. It would be the responsibility of the individual office tenants to collect their waste and move it to the basement storage area.

6.2.5 The Facilities Management would be responsible for bringing the waste bins up from the waste bin storage areas to the on-street loading bay where the waste vehicles would park. Waste stored on basement level 1 would be moved to the ground floor via the goods lift.

6.2.6 The areas would be capable of accommodating the required number and types of bins as set out in Table 6.2.

Table 6.2: Bins Required for all Land Uses

Bin Type	Capacity (L)	General	Recyclable	Food	Total
Eurobin	1,100	2	3	-	**5**
Wheeled Bin	660	2	2	-	**4**
Wheeled Bin	360	1	1	-	**2**
Wheeled Bin	240	-	-	7	**8**

7. DSP IMPLEMENTATION

7.1 Introduction

7.1.1 This section of the Framework DSP sets out some of the measures that should be taken by the applicant and future tenants of the application site to minimise the impact of delivery and servicing associated with the scheme.

7.2 Proposed Measures

7.2.1 Table 7.1 outlines the DSP measures, the benefits they offer, implementation and time scales, and allocated responsibilities for taking them forward to encourage sustainable freight. The measures aim to achieve DSP objectives given in Chapter 1 and minimise the impact of future delivery and servicing vehicles trips forecast for the Proposed Development.

7.2.2 The DSP measures will require further consideration once information regarding occupiers of the development is obtained. At this stage it is anticipated that during its development the DSP will consider a combination of the measures outlined in Table 5.1.

7.3 DSP Targets

7.3.1 As the future tenants of the units are currently unknown, it is not appropriate to develop specific targets for the DSP. Once the tenants are known then a series of DSP targets can be developed which would include inputs from the tenants.

7.4 Management of the DSP

7.4.1 Following completion of the development, the DSP would be implemented prior to commencement of operations. The Applicant would work with the delivery and servicing suppliers to ensure that the DSP is implemented successfully with a view to achieving ongoing improvements in sustainable practices.

7.4.2 The Travel Plan and DSP are interlinked and therefore the management of both strategy documents would form part of the same role for the Travel Plan Coordinator.

7.5 Raising Awareness

7.5.1 To ensure that the DSP is effective, staff would need to be made aware of the DSP strategy, including the following:

- What the DSP is
- Benefits of implementing the DSP
- What they can do to improve the DSP
- How service vehicle movements impact on the local community and transport networks

7.5.2 In addition, staff and supplier training would assist in reducing the vehicle movements to and from the Site and should help to avoid congestion on the local roads.

7.5.3 Staff will also be required to undertake surveys which will inform the management team about the vehicle movements to and from the site and will help them provide inputs towards the development of the DSP.

Table 7.1: DSP Measures

Measure	Description	Benefit	Timescale	Responsibility
Management of the DSP				
Adoption of the DSP	Involvement of Facilities Management / Tenants at the earliest stage is important to ensure that the DSP is active and a living document	More policies can be implemented, and better results delivered	Upon occupation	Applicant
Assign responsibility of the DSP to the Travel Plan Coordinator (TPC)	TPC to be responsible for managing the ongoing development, delivery and promotion of the DSP	To ensure that the DSP is taken forward and delivered	Upon occupation	Facilities Management / Tenants
iTRACE/TRAVL compliant surveys	Surveys of all servicing and delivery movements occurring throughout a typical weekday (connected to booking schedule)	To inform the future development of the DSP and to quantify progress	One year after occupation	TPC
Raise awareness and promote DSP initiatives	Provide site information and promote the DSP to tenants, facilities management and other key stakeholders	To promote the measures and targets of the DSP to a wide audience	Upon occupation and ongoing	TPC
Training of staff	All staff associated with the delivery and servicing of the development be required to undertake appropriate training	To ensure staff are aware of and understand the measures of the DSP in order to implement them effectively	Upon occupation	TPC
Tenant awareness	Ensure all tenants are made aware of the DSP and its requirements upon	To ensure all tenants are aware of the DSP and its likely implications	Prior to tenant occupation	Landlord / Facilities Management

	entering tenancy agreement			
Reducing Delivery and Servicing Trips				
Access routes for servicing and deliveries	Provide sufficient space for servicing vehicles to access and deliver to site	To minimise the impact of the development on the public highway	To be implemented with design measures	Design team
Reducing Delivery and Servicing Trips				
Use of local resources / suppliers	Encourage the relevant purchasing departments and tenants to source items locally or from the same supplier where possible	To reduce the number of delivery vehicle trips to the development	Within one year of occupation	TPC
Exploration of possible consolidation strategy	Possibility to reduce the number of delivery vehicles substantially through consolidating deliveries to the development and undertake deliveries outside of peak hours where possible	To minimise the impact of the development on the public highway	Upon occupation and ongoing	TPC / Facilities Management / Tenants
Last mile solutions	Encourage further use of last mile solutions such as cargo bikes to reduce the number of delivery vehicles	To reduce the number of delivery vehicle trips to the development	Upon occupation and ongoing	TPC / Facilities Management / Tenants
Delivery and Servicing Operations				
Site information	Produce information booklets showing suppliers delivery and servicing facilities, access	To avoid any confusion regarding access, process, and to encourage deliveries to	Upon occupation	TPC

	arrangements and management procedures	occur outside of peak hours where possible		
Freight Operator Recognition Scheme (FORS)	Use of suppliers who are FORS members and encourage non-FORS members to sign up to the scheme	Benefits towards driver behaviour training, fleet management, safety and reduced emissions	Within six months of occupation and ongoing	TPC
Delivery booking system	Ensure all suppliers are signed up to delivery booking and ANPR system to effectively manage loading bay capacities and avoid disruption to local highway network	To improve the efficiency of the loading bays and to reduce the risk of vehicles conflict over capacity	Within one year of occupation	TPC

7.6 Review and Monitoring

7.6.1 The DSP would be reviewed and monitored at regular intervals to measure performance and identify improvements where possible.

7.6.2 The first stage of this process would be to undertake a detailed vehicle survey for all delivery and service vehicles coming to the site during the first 6 months of occupation, or after 75% of the site is occupied.

7.6.3 The surveys would be based on TfL guidelines and would include questions regarding the frequency of visits; vehicle type; supplier information; type of goods/material delivered; capacity of vehicle used; frequency of deliveries arriving outside delivery slots; quantity and size; access; and arrival and departure routes.

7.6.4 Following implementation of the DSP, it should remain a live document to be continuously monitored and updated. This would be the responsibility of the Travel Plan Coordinator.

7.6.5 The continued review and monitoring programme for the DSP is shown in Table 7.2.

Table 7.2: Continual Review & Monitoring Programme

Action	Timescale
Servicing and Delivery Vehicles Survey	Within 6 months from the site's initial occupation or after 75% of the site occupancy
Produce and Implement the DSP	Upon occupancy
Future surveys to update the DSP	1st and 2nd year
Feedback to the Management Company regarding the servicing and delivery arrangement and other related issues	Quarterly following the first meetings between the occupiers and the management company
Strategic review of the DSP	Within 6 months of the occupation, and after 1st and 2nd year.

8. CONCLUSION

8.1.1 This DSP outlines the intended delivery and servicing strategy for the Proposed Development at 247 Tottenham Court Road. The strategy has been prepared in full consideration of current national, regional and local transport policy relating to delivery and servicing arrangements at Proposed Development sites in the LB Camden.

8.1.2 The Proposed Development is expected to generate a negligible net increase in daily and peak hour delivery and servicing trips. The net impact of the delivery and servicing trips generated by the Proposed Development would be negligible.

8.1.3 A dedicated on-street loading bay arrangement on Morwell Street is proposed, which would improve upon the existing informal delivery and servicing arrangement.

8.1.4 The proposed delivery, servicing and waste management strategies have been detailed within this document including the forecast delivery trips associated with the development.

8.1.5 A set of initial measures and potential targets have been set out within this DSP which would be further developed upon occupation of the site and through reviews by the application with any tenants or occupiers.

8.1.6 The implementation of this DSP would adequately mitigate any impacts of the forecast servicing movements of the Proposed Development. It is anticipated that a Detailed DSP would be secured through a Section 106 Agreement.