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NORTH CRESCENT

Framework Delivery and Servicing Plan

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DOCUMENT CONTROL ISSUE SHEET

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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 Schroders UK Real Estate Fund ('the Applicant') in support of an application for full planning permission and listed building consent of the existing buildings at 1 – 4 North Crescent, 5 North Crescent, Chenies Street, Bloomsbury, WC1E 7PH 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 Morris + Co, consist of the following:

1.1.3 *Refurbishment and reconfiguration of the existing buildings; including a one storey extension, plus plant, minor demolition works associated with internal and external alterations to provide additional office accommodation and associated works.*A delivery trip generation has been undertaken to estimate the number and type of delivery and servicing 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 Chenies Street, Bloomsbury. The site location is provided in Figure 1.1.

1.3.2 The site is accessed via North Crescent to the south, a small one-way street connecting Chenies Street at both ends, and via Alfred Mews to the rear. Alfred Mews is a small dead-end street linking to Tottenham Court Road. The site is bounded by North Crescent to the south, Tottenham Court Road to the west and Huntley Street to the east.

1.4 Scope of the Delivery and Servicing Plan

1.4.1 The DSP covers the following:

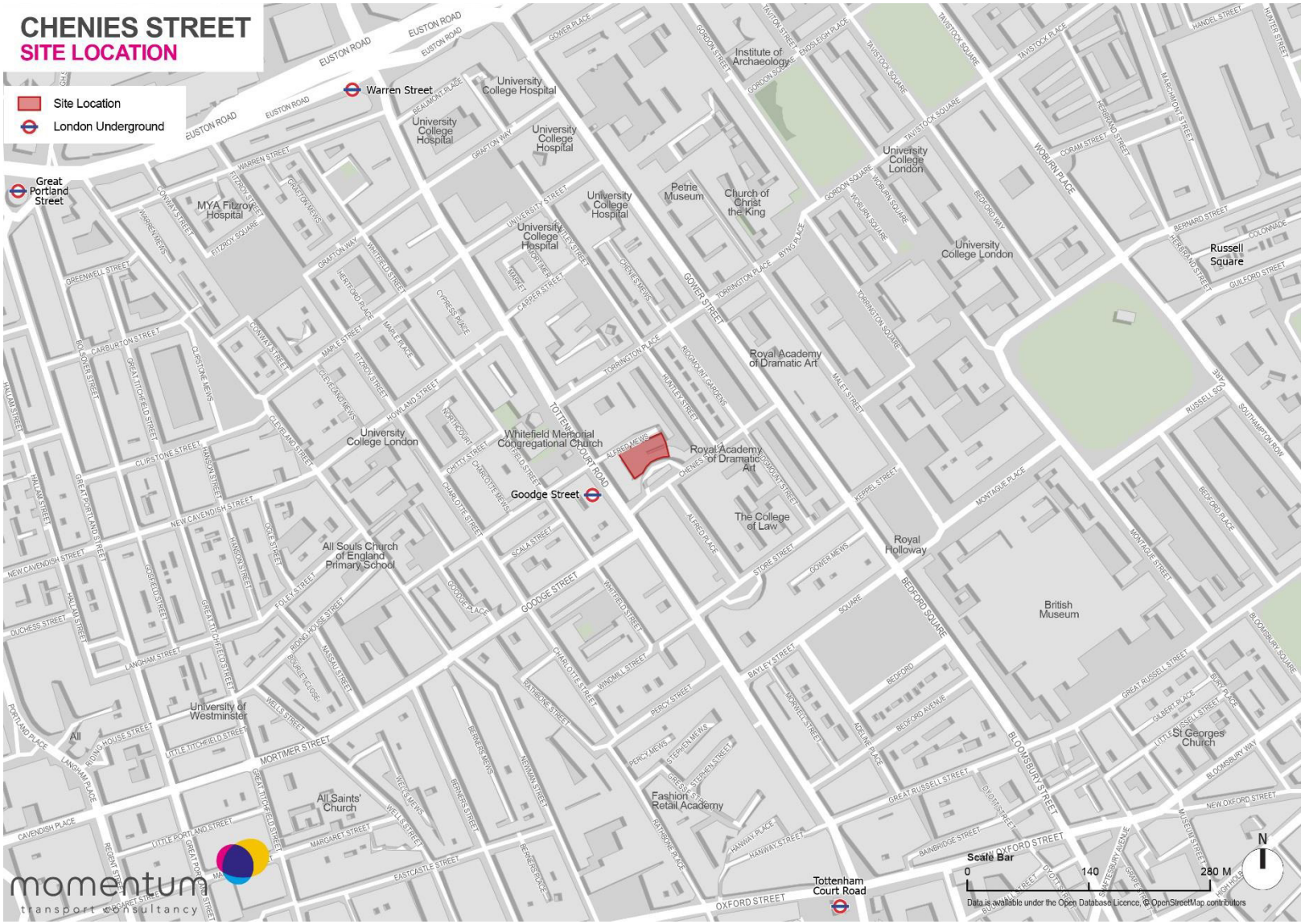
- DSP objectives
- Policy Context
- Development Proposals
- Proposed Delivery and Servicing Strategy
- Trip Rates and Vehicle Assumptions
- Waste Management Strategy
- DSP Measures
- DSP Management Strategy – Monitoring and Review

1.5 Policy Context

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

- National Planning Policy Framework (2020)
- TfL Delivery Servicing Plans: Making Freight Work for You
- TfL Managing Freight Effectively: Delivery and Servicing Plans
- TfL Freight and Servicing Action Plan (2019)
- TheLondon Plan (2021)
- Camden Local Plan (2017)
- Camden Planning Guidance on Transport (2021)

Figure 1.1: 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 LONDON PLAN (2021)

2.2.1 The London Plan 2021 was published on 2 March 2021. 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. After considering the Inspectors' recommendations, on 09 December 2019, the Mayor issued to the Secretary of State his intention to publish the London Plan. Directions were received from the Secretary of State on 13 March 2020 and 10 December 2020 for modifications to the plan. Following, that Secretary of State wrote to the Mayor on 29 January 2021 confirming publication of the London Plan, which the proposals have been assessed against.

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:

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

2.3.3 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 recommends the provision of loading bays within a development site to reduce the impact of delivery vehicles.

2.3.4 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.

2.3.5 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.

2.3.6 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.

2.3.7 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 (JANUARY 2021)

2.3.8 LBC's CPG7 on Transport (January 2021) 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.

2.3.9 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.

2.3.10 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.27).

2.3.11 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 2 separate buildings:

- Minerva House – existing use office
- Telephone Exchange – existing use office

3.1.2 Collectively, the buildings are comprised of three floors, plus one basement level and the ground floor level. The basement level is used for office space and cycle parking.

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

Table 3.1: Existing Land Uses and Floor Areas

Land Use	NIA (m^2)	GIA (m^2)	GEA (m^2)
Class E (Office)	4,415	5,514	6,052
Total	**4,415**	**5,514**	**6,052**

*It is assumed that GIA = 94% of GEA

3.2 Existing Delivery and Servicing Operations

3.2.1 Based on an early morning survey undertaken on 15th September 2020 between 04:00 and 13:00 on Alfred Mews, deliveries and services associated with the existing buildings at Chenies Street are understood to be carried out on-street on Alfred Mews, where the existing back of house facilities are located.

3.2.2 The survey provided insight into vehicle operations on Alfred Mews rather than understanding the number of vehicles servicing the site, which are likely to be significantly compromised by the COVID-19 pandemic.

3.2.3 Alfred Mews is a dead-end servicing road, with no footway on either side for the majority of the length of the street, and footfall is understood to be very low. The street is also used for servicing the adjacent properties, which include Heals Furniture Shop (part of 1 Alfred Mews).

3.2.4 As the survey was conducted, information was recorded in a spreadsheet capturing the vehicle type, arrival and departure times, the type of activity (e.g. delivery, refuse collection etc) and more detailed notes, such as how the vehicle moved.

3.2.5 It also provided an understanding of the delivery/servicing hours, dwell times and how the shutters associated with the back of house facilities operate.

3.2.6 Delivery vehicles were observed servicing both the site and neighbouring and adjacent properties during the survey period. Most delivery vehicles stopped on-street to service buildings, turning within Alfred Mews. A small number of large vehicles associated with neighbouring properties which arrive very early in the morning are required to reverse into Alfred Mews from Tottenham Court Road.

3.2.7 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.

Table 3.2: Delivery and Servicing Trip Rates

Land Use	Daily Servicing Trip Rate	Peak Hour %
Class E (Office)	0.21 per 100m^2 NIA	10%

3.2.8 The estimated vehicle trips for the existing deliveries using the adopted trip rates and the existing floor areas are presented in Table 3.3.

Table 3.3: Forecast Existing Delivery and Servicing Trips

Land Use	Daily Servicing Trips	Peak Hour Trips
Class E (Office)	9	1
Total	**9**	**1**

**differences may occur due to rounding*

3.2.9 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)
Class E (Office)	75%	18%	7%

3.2.10 Based on the above vehicle splits and existing floor area splits, it is estimated that there are approximately 1 HGV, 2 MGVs and 7 vans / cars that service the site each day.

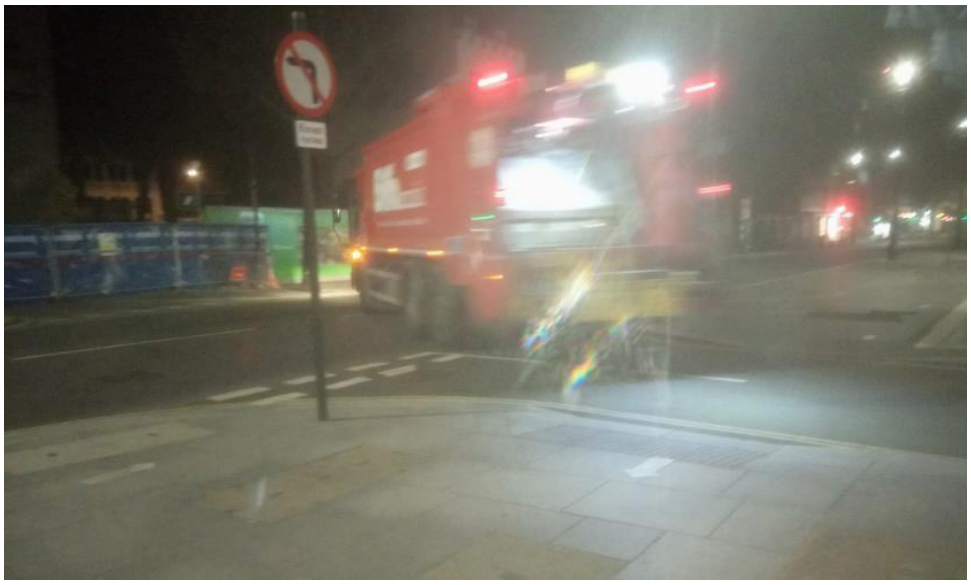
3.2.11 Delivery vehicles are assumed to arrive at site throughout the day. It is estimated that there are approximately 9 daily delivery trips and 1 peak hour delivery trip.

3.3 Existing Waste Management Arrangements

3.3.1 Waste is currently stored in waste bins which are kept inside the building until collection time.

3.3.2 Waste is understood to be collected on-street from Alfred Mews by waste vehicles which reverse into Alfred Mews from Tottenham Court Road and egress in a forward gear, as shown in Figure 3.1.

Figure 3.1: Refuse vehicle exiting Alfred Mews in a forward gear after collection



3.3.3 The existing waste generation of the site has been estimated using waste generation rates provided by the City of Westminster (2019) in the absence of similar guidance for LB Camden. 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)
Class E (Office)	1,508	3,015	503	5,026
Total	**1,508**	**3,015**	**503**	**5,026**

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 refurbishment of the existing buildings on site and the addition of 2-storeys (one storey plus plant) and public realm improvement in front of the main entrance on the ground level.

4.2.2 The proposed development is for Class E use. Within this, it is all expected to be used as office, and the development proposals have been assessed as office within transport planning documents. Proposed land use areas are shown in Table 4.1.

Table 4.1: Proposed Land Uses and Floor Areas

Land Use	NIA (m^2)	GIA (m^2)	GEA (m^2)
Class E (Office)	5,517	8,217	8,741
Total	**5,517**	**8,217**	**8,741**

4.3 Proposed Loading Arrangements

FORECAST DELIVERY AND SERVICING TRIPS

4.3.1 It is proposed for loading activities to continue to occur on Alfred Mews through the existing on-street loading area due to the negligible impact of forecasted delivery and servicing trips.

4.3.2 Table 4.2 presents the forecast delivery and servicing trip rates using the trip rates included in Table 3.2 and the proposed floor areas presented in Table 4.1.

Table 4.2: Forecast Delivery and Servicing Trips

Land Use	Daily Servicing Trips	Peak Hour Trips
Class E (Office)	12	2
Total	**12**	**2**

**differences may occur due to rounding*

4.3.3 Three additional delivery and servicing trips are forecast as a result of the proposed development per day, with one additional trip forecast within the peak hour. The forecast impact of the proposed development on the local highway network from a delivery and servicing standpoint is therefore negligible.

4.3.4 Alfred Mews is a narrow street with no through route or pedestrian footways, suggesting that a very low number of pedestrians and cyclists use this street. The Mews is a servicing road for back of house activities associated with the site and adjacent buildings including the Heal's building directly to the north.

4.3.5 A maintenance of the existing arrangement of on-street loading activities on Alfred Mews is seen as appropriate considering the scale of the proposed development.

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

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 ROUTING STRATEGY

5.2.1 Delivery and servicing vehicles will access Alfred Mews via a section of Tottenham Court Road that is not restricted to buses and cyclists only under LB Camden's West End Project.

5.2.2 Vehicles will arrive westbound from Torrington Place and turn left onto Tottenham Court Road, accessing the southbound stretch of the highway that is not part of the restricted access to buses and cyclists, in order to turn left onto Alfred Mews.

5.2.3 To depart, vehicles will turn left back onto Tottenham Court Road before turning left again onto Chenies Street to access the surrounding highway network, likely to be Gower Street northbound.

PROPOSED DELIVERY STRATEGY

5.2.4 Deliveries and servicing associated with the Proposed Development would be continued through on-street loading on Alfred Mews to access the back of house facilities.

5.2.5 Vehicles up to an 8m rigid would turn left onto Alfred Mews to access the loading area, then egress by turning around at the end of the street to return to Tottenham Court Road using a forward gear. Appendix A shows an 8m vehicle swept path analysis.

5.2.6 As shown in Appendix A, 10m rigid vehicles and larger would not be able to safely complete a turn on Alfred Mews, and therefore would need to reverse from Tottenham Court Road into Alfred Mews then egress in a forward gear to return to Tottenham Court Road. For any supplier proposing the use of 10m rigid vehicles, it is proposed that deliveries are restricted in time, and these vehicles are not allowed to deliver between 08:00 – 10:00, 12:00 – 14:00 and 16:00 – 18:00 in order to not conflict with the key pedestrian and cyclist demand peaks on Tottenham Court Road.

5.2.7 There are two Business parking bays for Business permit holders on Alfred Mews approximately 35m west of the back of house facilities on Chenies Street, which can be used as loading bays for the proposed development.

5.2.8 Parking at these bays is permitted Mondays to Saturdays between 08:30 – 18:30 and the Camden Business Parking Guide states that permits are issued to businesses based south of Euston Road that have an operational need for a vehicle for the viability of the business, which occupiers/tenants of the proposed development will classify under.

DELIVERY TIMINGS

5.2.9 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 not occur between these hours.

5.3 Delivery and Servicing Trips

DELIVERY AND SERVICING TRIP RATES

5.3.1 Based on the trip rates identified in Table 3.2 above, the number of delivery and servicing vehicle trips attracted to the development have been estimated using the proposed floor areas and the trip rates derived from that database.

NET DELIVERY AND SERVICING TRIPS

5.3.2 The Proposed Development would result in a forecast uplift of three delivery and servicing trips per day, one of which is expected to be in the peak hour.

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

VEHICLE TYPES

5.3.4 The vehicle type percentage splits associated with each land use of the Proposed Development are indicated in Table 5.1.

Table 5.1: Proposed Development Vehicle Split Assumptions

Land Use	Cars/Vans <7.5T	MGVs	HGVs (Rigid)
Class E (Office)	75%	18%	7%

5.3.5 The forecast delivery and servicing trips for the Proposed Development detailed by vehicle type are shown in Table 5.2.

Table 5.2: Proposed Development Trips by Vehicle Type

Vehicle Type	Number Per Day	Number in Peak Hour
Cars/Vans <7.5T	9	1
MGV	3	1
HGV (Rigid)	1	1
Total	**12**	**2**

**differences may occur due to rounding*

5.3.6 It is assumed that the dwell times for cars and vans would be 15 minutes, for MGVs it would also be 15 minutes and for HGVs it would be 25 minutes. Consequently, the provision of a single loading area 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 Waste collection associated with the Proposed Development would be continued on Alfred Mews, with waste vehicles reversing from Tottenham Court Road and egressing in a forward gear as shown in Appendix B. This is a continuation of the existing operation for parts of the site (Minerva House bins are known to be collected from Alfred Mews), as well as the operation for neighbouring and adjacent buildings.

6.1.3 The storage provision is based on daily waste collections, and 2-day storage provision, of uncompacted waste.

6.1.4 The waste generation forecast for Chenies Street is summarised in litres in Table 6.1.

Table 6.1: Waste Generation for Chenies Street

Land Use	General (L)	Recyclables (L)	Food (L)	Total (L)
Class E (Office)	1,499	2,997	500	4,995
Total	**1,499**	**2,997**	**500**	**4,995**

6.2 Waste Strategy

6.2.1 Waste generated by the office land uses will be located on ground floor level to the rear of the development, directly accessible from the rear entrance on Alfred Mews. It would be the responsibility of the individual office tenants to collect their waste and move it to the ground floor refuse storage area.

6.2.2 The Facilities Management would be responsible for bringing the waste bins out from the refuse storage area to the on-street loading area where the waste vehicles would park.

6.2.3 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 Chenies Street

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

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 vehicles 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 Chenies Street. 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 delivery and servicing trips, with no forecast change to the peak hour trips numbers.

8.1.3 Therefore, the existing on-street loading arrangement on Alfred Mews is to be maintained due to the negligible additional impact predicted on the adjacent and surrounding highway.

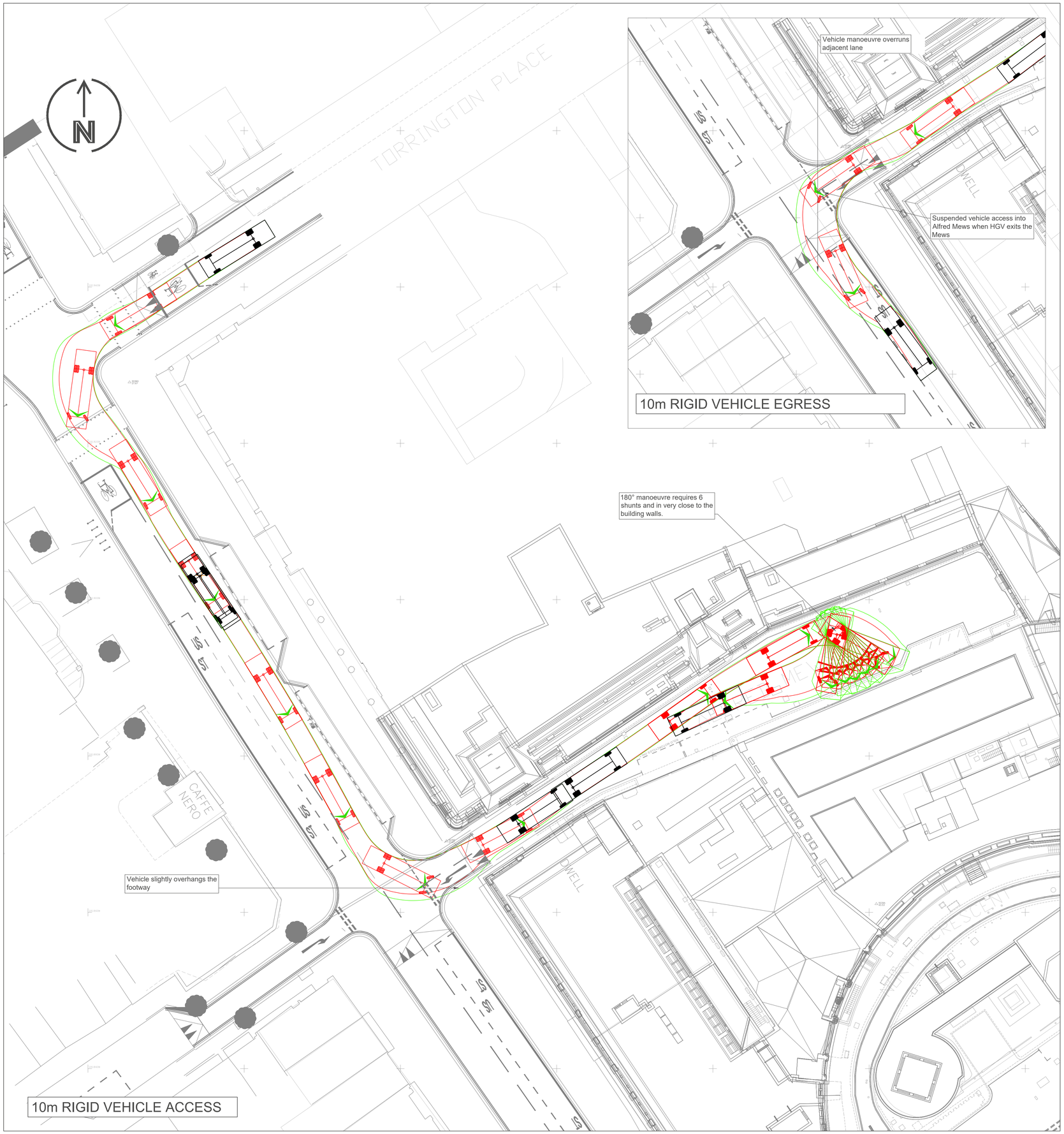
8.1.4 The proposed delivery, servicing and waste management strategies have been detailed within this document including the forecast delivery trips associated with the development.

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.

APPENDIX A – 8M AND 10M VEHICLE SWEPT PATH ANALYSIS

ISO FULL BLEED A1 841 X 594 MM



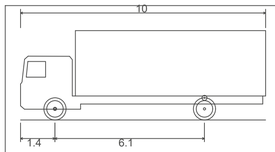
10m RIGID VEHICLE ACCESS

10m RIGID VEHICLE EGRESS

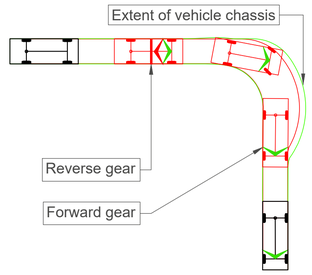
NOTES

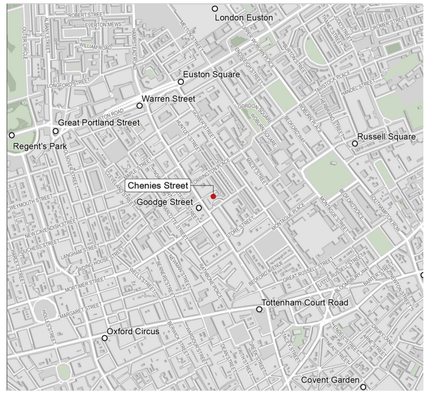
1. Do not scale from this drawing, work to figured dimensions only.
2. Dimensions are in metres unless stated otherwise.
3. This plan is based on OS Base mapping, topographical survey conducted by MSA Survey on only 29/06/18, Drawing Ref. No. 5036-T Rev A and an overlaid as-built drawing of Tottenham Court Road obtained from LB Camden .
4. Existing items shown in grey.
5. Swept path analysis is based on the following vehicle traveling at 5km/h.

KEY

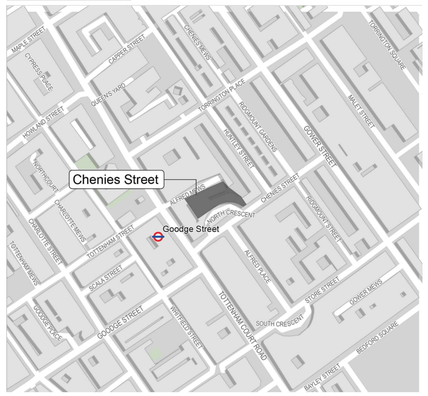


FTA Design 13/18 Tonne Rigid Vehicle (2016)	
Overall Length	10.000m
Overall Width	2.500m
Overall Body Height	3.645m
Min Body Ground Clearance	0.440m
Track Width	2.470m
Lock to lock time	3.00s
Kerb to Kerb Turning Radius	11.000m





OVERVIEW PLAN



LOCATION PLAN

REV	DATE	REVISION DESCRIPTION / DETAILS	DRN BY	CHKD BY	APRVD BY
A	11/09/20	First Issue	OO	UM	OB

momentum transport consultancy

CLIENT: STANHOPE

JOB TITLE: CHENIES STREET

DRAWING TITLE: ALFRED MEWS VEHICLE SWEPT PATH ANALYSIS 10m RIGID (SHUNTS)

STATUS: FOR INFORMATON

DRAWING NO:	REV:	SCALE AT A1:
M000763-1-1-TR-003	A	1:250 @ A1

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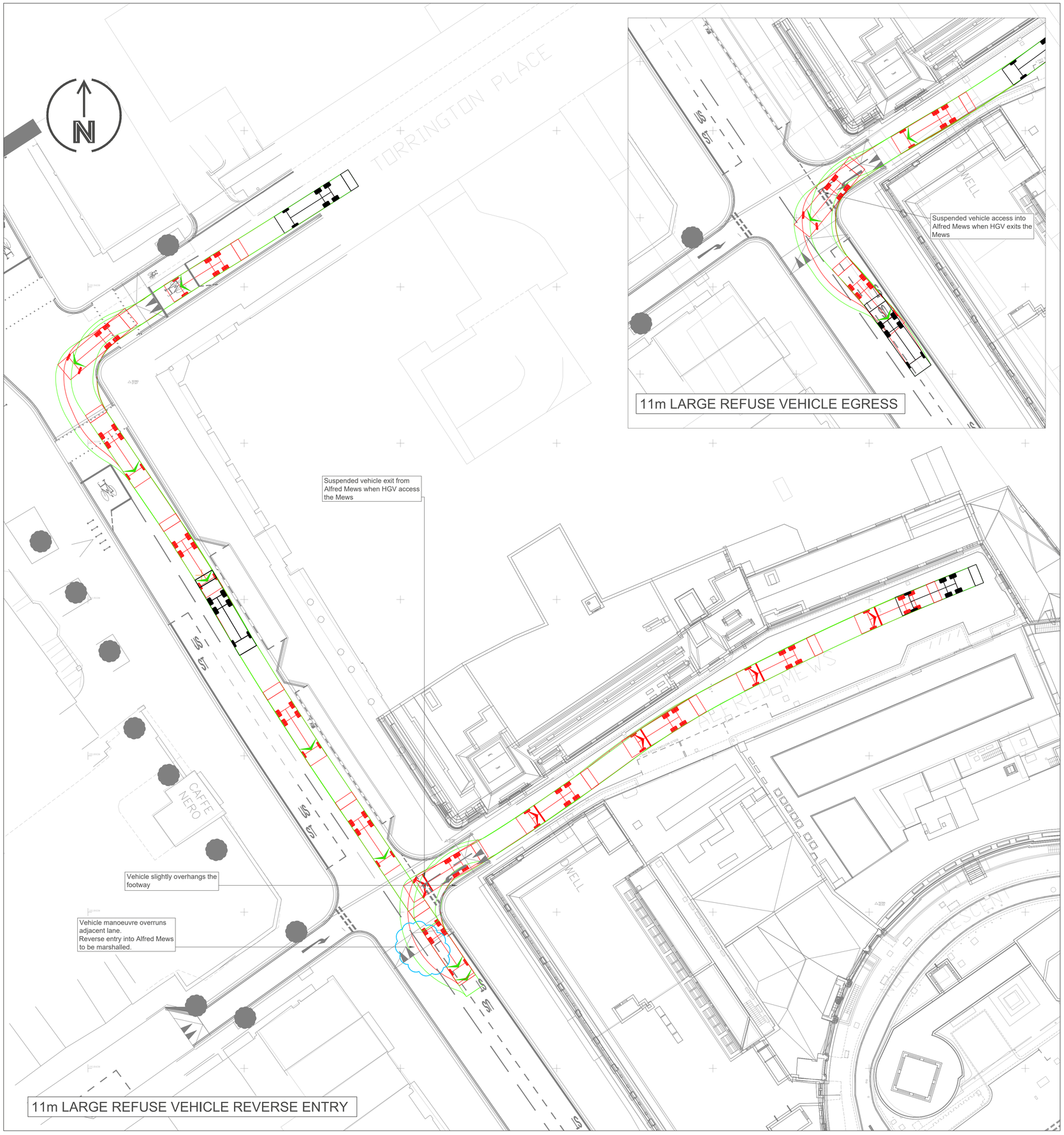
APPENDIX B – REFUSE VEHICLE SWEPT PATH ANALYSIS

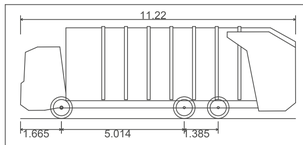
ISO FULL BLEED A1 841 X 594 MM



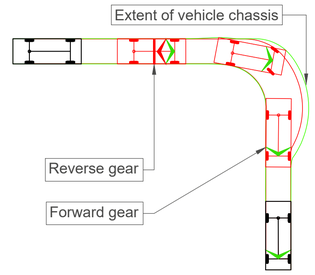
NOTES

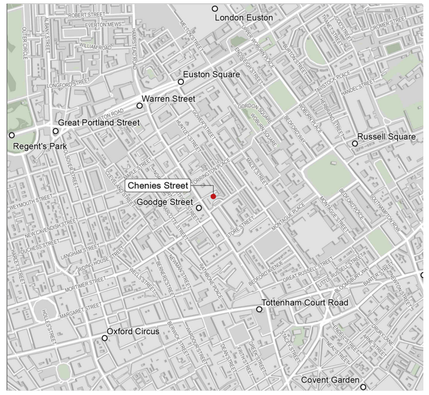
1. Do not scale from this drawing, work to figured dimensions only.
2. Dimensions are in metres unless stated otherwise.
3. This plan is based on OS Base mapping, topographical survey conducted by MSA Survey on only 29/06/18, Drawing Ref. No. 5036-T Rev A and an overlaid as-built drawing of Tottenham Court Road obtained from LB Camden .
4. Existing items shown in grey.
5. Swept path analysis is based on the following vehicle traveling at 5km/h.

KEY

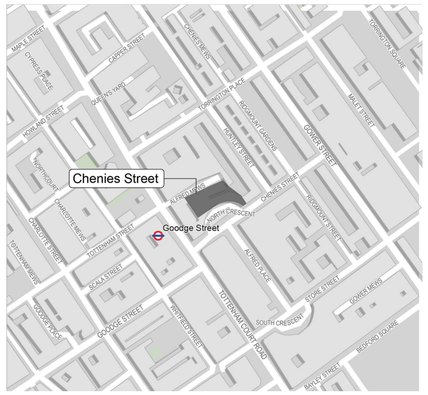


Phoenix 2 Duo Recycler (P2-15W with Elite 6x4 chassis)	
Overall Length	11.220m
Overall Width	2.530m
Overall Body Height	3.756m
Min Body Ground Clearance	0.309m
Track Width	2.530m
Lock to lock time	4.00s
Kerb to Kerb Turning Radius	11.550m





OVERVIEW PLAN



LOCATION PLAN

REV	DATE	REVISION DESCRIPTION / DETAILS	DRN BY	CHKD BY	APRVD BY
B	06/11/20	Second Issue	OO	UM	OB
A	08/10/20	First Issue	OO	UM	OB

momentum transport consultancy

CLIENT: STANHOPE

JOB TITLE: CHENIES STREET

DRAWING TITLE: ALFRED MEWS
VEHICLE SWEPT PATH ANALYSIS
REFUSE VEHICLE (REVERSE ENTRY)

STATUS: FOR INFORMATON

DRAWING NO:	REV:	SCALE AT A1:
M000763-1-1-TR-002	B	1:250 @ A1

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