Technical Note

Delivery and Servicing Plan Addendum

101 Camley Street

Project Number: 22225
Doc Number: TN01
Prepared for: Outpost Management

10 November 2022

Rev	Issue Purpose	Author	Checked	Reviewed	Approved	Date
	DRAFT	AD	AS	AS	AS	24/08/2022
A	FINAL	AD	AS	AS	AS	31/08/2022
B	FINAL	AS	AS	AS	AS	31/08/2022

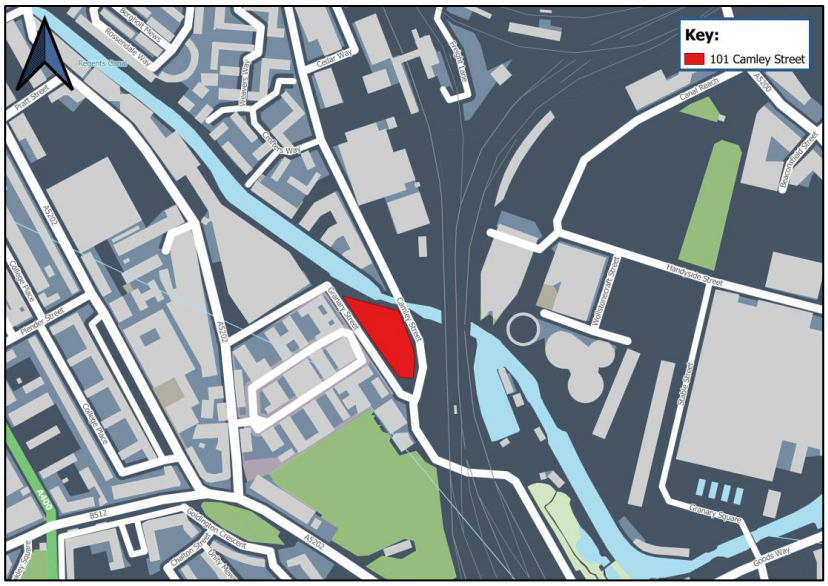
1. Introduction

Preamble and Site Location

1.1 Markides Associates (MA) have been appointed by Outpost Management (the Applicant) to prepare this Delivery and Servicing Plan (DSP) Addendum in relation to their site, 101 Camley Street, located within the London Borough of Camden (LBC).

1.2 A site location plan is shown below in **Figure 1.1**.

Figure 1.1 Site Location Plan



Consented Development

2014/4385/P

1.3 In March 2015, planning approval was granted for a development proposal at the site with description as follows:

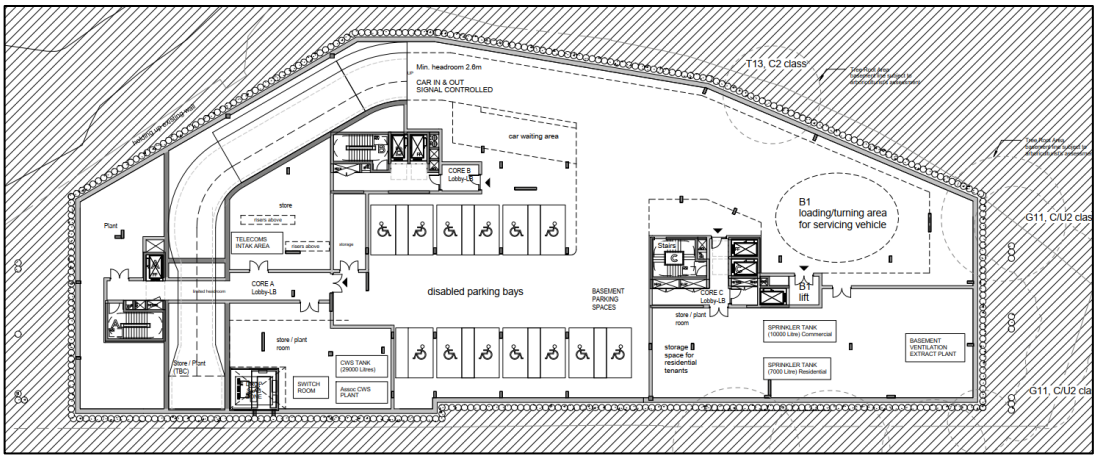
> "*Demolition of existing building and redevelopment for a mixed-use building ranging from 6 -13 storeys comprising 2,220sqm employment floorspace (Class B1), 121 residential flats, the provision of a pedestrian footbridge with disabled access over the Regent's Canal, and associated landscaping and other works relating to the public realm.*"

1.4 A Transport Assessment (TA) was produced in support of the planning application by TTP Consulting. The TA stated that the proposals would be supported by 13 disabled car parking spaces, located at basement level, accessed via a ramp from Granary Street.

1.5 The TA confirmed that small to medium-sized deliveries were proposed to load/unload within the basement and accessed via the ramp from the lower ground floor level. Deliveries by larger vehicles were proposed to take place on-street from Granary Street. All refuse collection activity was proposed to be undertaken on-street, with vehicles stopping on Granary Street and Camley Street.

1.6 A plan indicating the consented basement layout is attached as **Appendix A**, with an extract shown below in **Figure 1.2**.

Figure 1.2 Extract of Basement Following Approval 2014/4385/P



1.7 Schedule 4.23 of the associated Section 106 agreement set out that a Service Management Plan should be approved by LBC before the occupation of the development.

Subsequent Amendments

1.8 Since the original approval, several variations and minor amendments have since been granted.

1.9 In July 2017, an application to vary Condition 2 of planning permission 2014/4385/P (reference: 2016/6311/P) was granted. A Transport and Logistics Note prepared by Arup summarised the key changes associated with this amendment, which were to:

- Remove the car park ramp and introduce a car lift
- Relocate cycle parking to the basement and provide an associated cycle lift
- Relocate refuse stores to the basement and provide an associated refuse lift
- Increase in office floor area due to removal of the ramp.

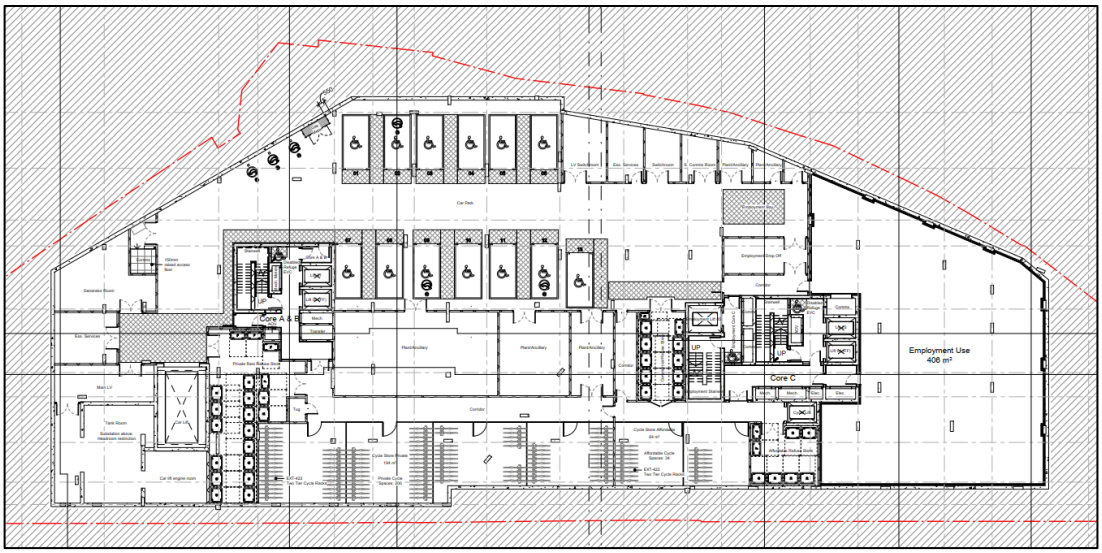
1.10 Smaller vehicles servicing the site were envisaged to continue to do so within the basement, accessed via the lift, with larger vehicles continuing to service the site from on-street.

1.11 Waste was proposed to be brought to surface level via the refuse lifts, with each lift large enough to accommodate a person and a container. Full waste containers were to be brought to the surface and empty containers returned to the basement by facilities management staff. No bins were to be stored on the public highway for prolonged periods of time.

1.12 The 13 proposed car parking spaces under application 2014/4385/P would remain.

1.13 A plan indicating this revised basement layout is attached as **Appendix B**, with an extract shown below in **Figure 1.3**.

Figure 1.3 Extract of Basement Following Approval 2016/6311/P



1.14 Subsequently, in February and April 2020, separate applications to vary Condition 2 of planning permission 2014/4385/P (reference: 2018/3682/P and 2019/5689/P) were granted. These applications sought to make minor changes to the proposals, specifically to the landscape and public realm, façade, terraces and balconies, design of glazing, balustrading and substation doors and building services.

Discharge of S106 Clause 4.23

1.15 In December 2021, a Delivery and Servicing Plan was prepared by Arup to discharge Schedule 4.23 of the S106 agreement associated with planning approval 2014/4385/P.

1.16 This document is attached as **Appendix C**.

1.17 This DSP summarised the anticipated development proposals following the original approval and subsequent approval in 2016/6311/P and provided a review of the anticipated servicing trip generation, the intended delivery and servicing strategy, the intended waste collection strategy, and a description of the internal movement of waste, as well as a review process.

1.18 In April 2022, Clause 4.23 was discharged.

Proposed Amendment

1.19 The Applicant is seeking to amend the approved development proposals.

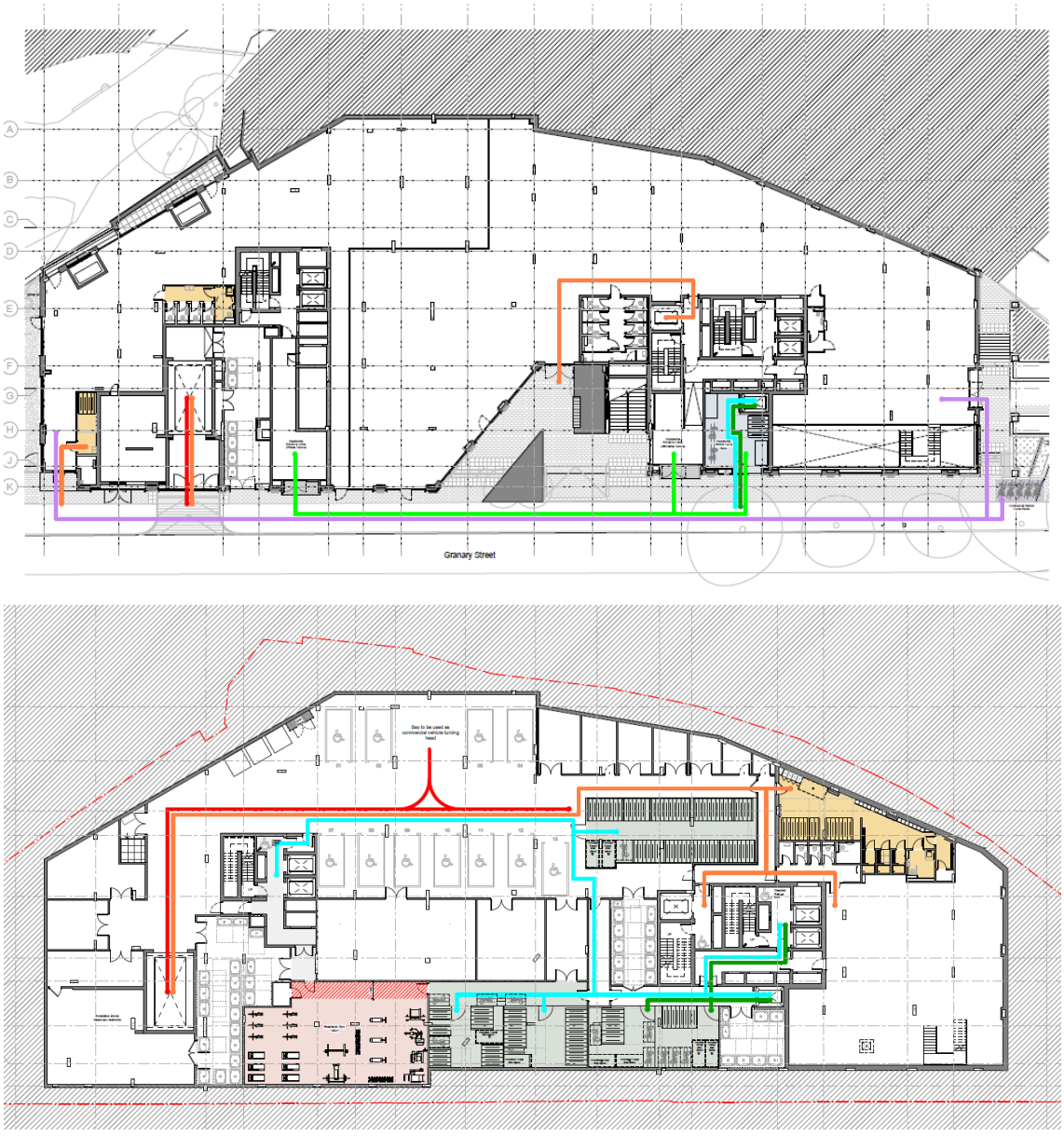
1.20 The current proposals are to reconfigure the basement to provide a new residential gym and shower and changing facilities to support the commercial occupiers of the building.

1.21 These changes are facilitated by the relocation of residential cycle parking and the removal of two blue badge parking spaces in order to accommodate turning head provision that will allow for on-site delivery demands to continue to be accommodated via small vehicles.

1.22 There is no material change in commercial floor space as a result of the proposals and therefore no change to trip generation, associated with either staff or delivery movements, is envisaged. The consented commercial floor space amounted to approximately 3,080sqm GIA and the proposals include approximately 3,020sqm GIA.

1.23 A plan indicating the proposed lower ground floor and basement layouts, along with 'Travel Routes,' are attached as **Appendix D**, with an extract shown below in **Figure 1.4** *(refer to Appendix D for key of coloured routes).*

Figure 1.4 Extract of Current Lower Ground Floor and Basement Proposals, with Travel Routes



1.24 To facilitate delivery and servicing movements and accommodate cycle parking, refuse storage and the proposed gym, two of the approved 13 disabled parking spaces will need to be removed.

Report Scope

1.25 This Addendum to the previously approved DSP has therefore been prepared to ensure it is consistent with the proposed amendments, with focus given to access arrangements.

1.26 The contents of the approved DSP will therefore still apply where the proposed amendments do not have a material effect.

2. Delivery and Servicing Access

2.1 Despite the changes to the proposals, it is proposed to continue to accommodate small to medium-sized delivery vehicles within the basement, with access maintained via Granary Street using the approved car lift.

2.2 The current development proposals do however result in the removal of the previously approved vehicle turning area.

2.3 To maintain forward gear entry and exit to/from the site, it is therefore proposed to remove two of the previously approved residential blue badge parking spaces and use this area of hardstanding for turning.

2.4 **Drawing 7020**, attached and provided as an extract below in **Figure 2.1**, illustrates this proposed movement using a 3.5T panel van, confirming that this vehicle can turn within the prescribed area.

Figure 2.1 Extract of Drawing 7020

2.5 There are otherwise no changes to the previously approved delivery and service vehicle access strategies, with larger vehicles and refuse collection serving the site from the Granary Street carriageway, which is permitted based on the current waiting restrictions along the site frontage.

3. Refuse Collection / Management Strategies

3.1 All other refuse transfer and collection strategies will be implemented as detailed within the approved DSP.

3.2 All other management strategies will be implemented as detailed within the approved DSP.

4. Summary

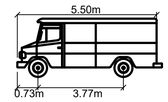
4.1 In summary, this DSP has been prepared in support of emerging proposals to reconfigure the basement level of 101 Camley Street, with the proposed introduction of a residential gym necessitating the relocation of residential and commercial cycle parking elsewhere within the basement layout. This has resulted in the relocation of a consented turning head, which has been relocated to an alternative area at the expense of 2 blue badge parking spaces.

4.2 The DSP has been prepared to essentially demonstrate that the proposed turning head remains fit for purpose, being able to continue to accommodate the turning demands associated with small delivery vans, which will continue to access the basement using the consented vehicle lift from Granary Street. Vehicle swept path analysis has been undertaken to confirm this.

4.3 All other delivery and management strategies, including waste transfer and collection, remain as previously approved, as set out within an earlier DSP prepared by Arup, which therefore remains relevant and should be read in conjunction.

DRAWING 7020 - 3.5T DELIVERY VAN SWEPT PATH

DO NOT SCALE OFF THIS DRAWING



3.5t Panel Van	
Overall Length	5.50m
Overall Width	2.08m
Overall Body Height	2.74m
Min Body Ground Clearance	0.20m
Track Width	2.08m
Lock to Lock Time	6.00 sec
Steering Angle (centerline)	45.10 deg

KEY

VEHICLE BODY LINE

VEHICLE WHEEL LINE

Bay to be used as commercial vehicle turning head

Gas Meter

Disabled Refuge EVC

UP

01 02 03 04 07 08 09 10 11 12

F R

Scale 1:100 @ A1 - 1:200 @ A3

2m 0 2m 4m 6m 8m 10m

Revision History

Rev	Comment	By	Chkd	Appr	Date
P03	UPDATED LAYOUT	RLM	AD	AS	25.10.22
P02	FOR INFORMATION	LB	AD	AS	24.08.22
P01	FOR INFORMATION	LB	AD	AS	05.08.22

Current Revision

Rev.	Comment	By	Chkd	Appr	Date
P03	UPDATED LAYOUT	RLM	AD	AS	25.10.22

S2 - FOR INFORMATION

OUTPOST MANAGEMENT

MARKIDES ASSOCIATES
TRANSPORT PLANNING AND ENGINEERING

2nd Floor
The Bridge
73 - 83 Southwark Bridge Road
London, SE1 0NQ

Telephone: 0207 442 2225
E: enquiries@markidesassociates.co.uk
W: www.markidesassociates.co.uk

Project

101 CAMLEY STREET
MIXED USE DEVELOPMENT

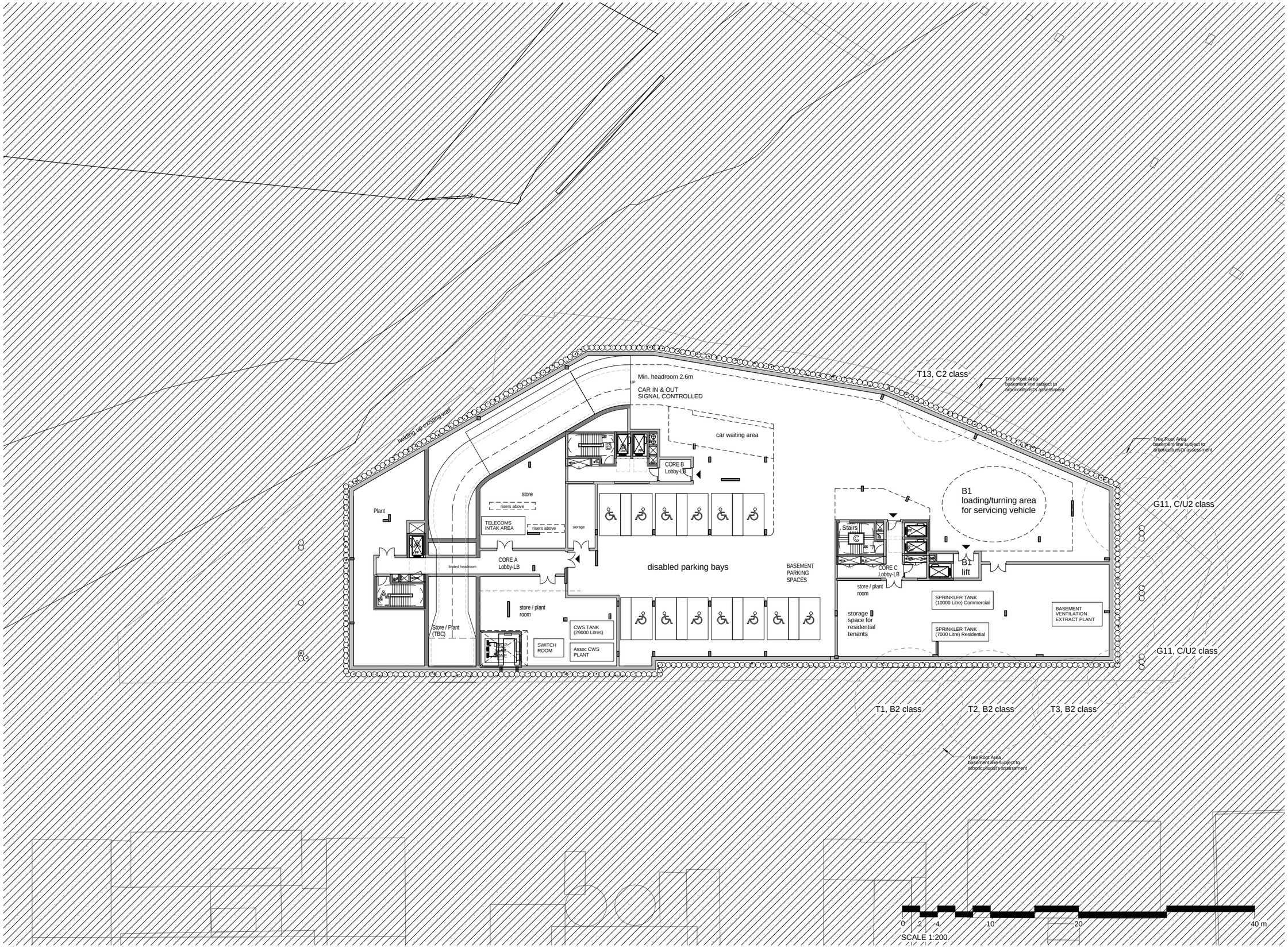
Drawing Title

SWEPT PATH ANALYSIS
DELIVERY VAN

Markides Associates reference: 22225/01 1:100 @ A1

22225-MA-XX-XX-DR-C-7020 - P02

APPENDIX A– BASEMENT LAYOUT (2014/4385/P)



BASEMENT LEVEL PLAN +19.800

General notes:

Do not scale from this drawing or the digital data, only figured dimensions are to be used. For Planning refer to linear scale.
Check all dimensions on site prior to carrying out any works – advice any discrepancy

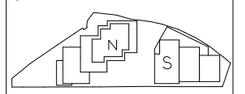
Notes/Legends

Rev	Notes	dd.mm.yy	By	Chkd
C 6	coordination	11.06.14	SHY	GJ
C 5	coordination	14.05.14	SHY	GJ
C 4	coordination	26.03.14	SHY	GJ
C 3	coordination	10.03.14	SHY	GJ
C 2	coordination	06.02.14	SHY	GJ
C 1	preliminary	23.01.14	SHY	GJ

Stamp

PRE-PLANNING
CONSULTATION

Key Plan



KSR ARCHITECTS
KSR Architects LLP
14 Greenland Street
London NW1 0ND
mail@ksrarchitects.com
t: +44 (0)20 7692 0000
www.ksrarchitects.com

Project:
CAMLEY STREET MIXED EMPLOYMENT AND RESIDENTIAL SCHEME

Title:
BASEMENT LEVEL PLAN

Date: 06/27/13	Drawn By: SHY	Checked: GJ

Scale: 1 : 200 @ A1 / 1 : 400 @ A3

Project Ref:	Drawing No:	Revision:
CML	CML - 090	C6

APPENDIX B – BASEMENT LAYOUT (2016/6311/P)

All dimensions are in mm unless otherwise stated
All dimensions to be verified on site before proceeding with the work
Any discrepancies to be notified in writing to Architect immediately
All boundaries indicative only and to be confirmed by others

NOTE

All dimensions are in millimeters unless otherwise noted.
All dimensions are to be checked on site prior to facbrication/construction.

SSL – Structural Slab Level
SFL – Screed Floor Level – Top of the Screed
FFL – Finish Floor Level (including finish eg: carpet or tiles)

This drawing must be read in conjunction with all relevant Specifications and Consultant Drawings. Specific drawing information can be found under the following drawing series:

0000	Site	3200	Internal Openings
0010	GA Plans & Reference Plans	3400	Metal Works
0020	GA Elevations	3500	Suspended Ceilings
0030	GA Sections	3600	Balconies
0040	3D Views	4300	Floors
0400	Fire Strategy	5000	Mainly Ducted
1000	Substructure	6600	Mainly Electrical
2000	Structure Coordination	7300	Kitchen
2100	External Walls	7400	Bathrooms
2200	Internal Walls	7500	Cleaning and Maintenance
2400	Stairs and Ramps	7600	Storage and Cupboards
2500	Concrete Finishes	7700	Entrances and Lobbies
2700	Roof	SCH31	Residential Interior Finishes
3000	Curtain Walling	SCH34	Communal Interior Finishes
3100	External Openings	SCH37	Facade Materials

REV	DATE	NOTES	
23	27.04.20	Final Design Issue	LOG
22	04.03.20	Blockwork wall between Cycle Stores updated to suit as built on site. Cycle racks and screens amended to suit.	LOG
21	17.02.20	Number of cycle spaces amended in line with NOD028, confirmed by ACL. Stair in Employment Space omitted as per Ardmore comments.	LOG
20	24.01.20	Site Instruction 80 - Cycle racks reverted back to Two Tier Racks as per Stage 04 specification. Quantity of cycle spaces as per Planning Condition PP10.	LOG
19	18.12.19	Site Instruction 74 - North Comms Room updated. Gas Meter Room omitted. Lift Numbers added. Laundry Room and Cycle Stores in abeyance.	LOG
18	31.10.19	Site Instruction 60 - Basement wall & door updated to mesh	JG
17	02.09.19	Issued as per Ardmore request. Number of cycle spaces as per revision clouds.	DH
16	01.07.19	As per site instruction 29. Cycle storage doors widened to 1200mm. Changes as per revision clouds.	BR
15	10.05.19	As per ACL request position of door to core stair changed. As per Site Instruction 17, store room added, cycle rack product changed and cycle storage rearranged. Gas meter position changed.	DH
14	19.11.18	Changes highlighted in red: Basement cavity walls added & Doors in plant room revised to suit latest requirement from Cudd Bentley	GF
13	16.02.18	General updates as per revision clouds.	GF
12	13.10.17	Stage 04 Main Building Submission	GF
11	11.08.17	Substation updated and Final Stage 04 layouts following client's instructions at DTM 22	GF
10	30.06.17	Changes from Stage 03 substructure to Stage 04 Substructure highlighted.	GF
09	09.06.17	Grid amended and minor amendments to envelope	DMV
08	17.05.17	Stage 03 Main Building Pack	GF
07	17.03.17	General update for the substructure package	GF
06	03.03.17	Stage 03 First Issue	GF
05	27.01.17	Final Stage 02 Report to the Design Team. Core A&B Revised	TW
04	23.01.17	Final Stage 02 Report to the Design Team	TW
03	17.01.17	Updates issued for coordination purpose prior to Stage 02 report.	TW
02	02.12.16	First Issue of AL Sheets After Planning Submission on 30th November	TW
01	18.10.16	First Issue of current 121 unit scheme.	TW
-	14.10.16	First Issue to Design Team	TW

FINAL DESIGN ISSUE

HUTCHINSON & PARTNERS
3.14 The Record Hall, 16-16A Baldwin's Garden, London, EC1N 7RJ
t. 020 3176 8196 e. info@hutchinsonandpartners.com
www.hutchinsonandpartners.com

JOB TITLE
Stanley Sidings, 101 Camley Street, Camden

DRAWING TITLE / LOCATION
Proposed GA Level B1 (Basement)

DRAWN BY	CHECKED	SCALE	STATUS
DH	DMV	1:200 @ A1 / 1:400 @ A3	FINAL DESIGN ISSUE

PROJECT	DRAWING NO	REVISION
16022	01 AL 0010 002	23

CLIENT
Ardmore

1 : 01 AL 0030 002
1 : 01 AL 0030 001
1 : 01 AL 0030 003
2 : 01 AL 0030 003
1 : 01 AL 0030 005
2 : 01 AL 0030 005
1 : 01 AL 0030 004
2 : 01 AL 0030 004
1 N AL 0010 101
1 S AL 0010 116

APPENDIX C – APPROVED DSP

Chalk Farm Developments Ltd.

101 Camley Street

Delivery and Servicing Plan

Revision B | 16 December 2021

Job number 236388-01

Ove Arup & Partners Ltd
13 Fitzroy Street
London
W1T 4BQ
United Kingdom
www.arup.com

ARUP

Contents

Tables

Figures

1 Introduction

Arup has been commissioned to provide a Delivery and Servicing Plan for the 101 Camley Street development located within the London Borough of Camden (LBC).

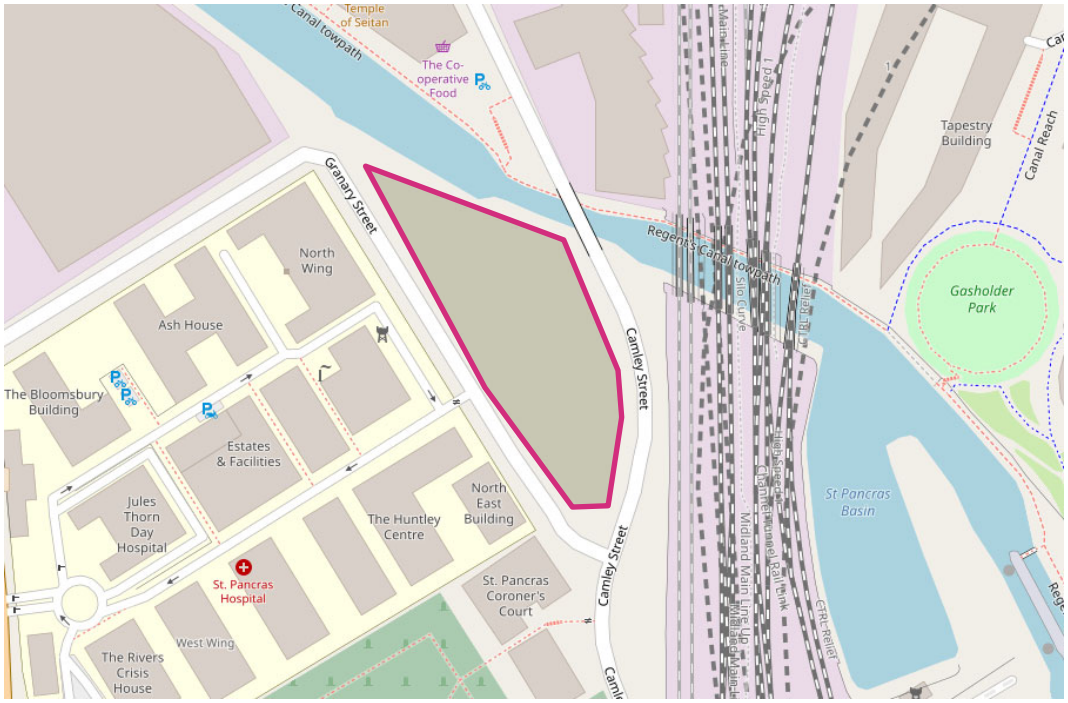
101 Camley Street seeks to demolish the existing buildings and redevelop the site to provide a mixed-use development comprising 3,342 m^2 GEA (Gross External Area) of flexible commercial/employment floors pace on the lower ground and upper ground floors and 121 residential units on the upper floors with on-site affordable housing, together with a basement for plant/storage and communal amenity space.

The proposals also include the provision of new areas of public open space and a new pedestrian bridge over the Regent's Canal connecting to the site at 103 Camley Street and public realm works. The scheme includes two buildings ranging in height from four to eleven storeys and includes a central east-west route through the site with a feature stair within the public realm.

The development and the surrounding area are shown in Figure 1.

The principal entry point for delivery and servicing vehicles is Granary Street.

Figure 1 101 Camley Street location



This report seeks to set out the measures that will be adopted to minimise the impact of activities on the neighbouring environment associated with deliveries, servicing, waste management and storage within the development through

updated delivery times. The proposal seeks to ensure that the servicing strategy which:

- Minimises the environmental impact on the surrounding area by implementing a suitable delivery and vehicle management plan;
- Provides servicing and loading space for the development which meets road management and safety requirements; and
- Provides a complete on-site waste management strategy which will enable the full and regular collection of all wastes produced on site.

The delivery and servicing vehicle trip generation calculation for the development has been based on the area schedule shown in Table 1.

Table 1 Area schedule 101 Camley Street

Land Use	Gross Area (GEA) m^2
Business/Industry (B1)	3,342
Residential (C3)	15,921
Total	**19,263**

1.1 Reference Publications

The following planning policy and best practice guidance documents have been considered when developing a servicing strategy for the site:

National policy documents:

- Revised National Planning Policy Framework, 2019;
- Designing for Deliveries, Freight Transport Association, 2016;
- The Waste (England and Wales) Regulations, 2011;
- DEFRA Government Review of Waste Policy in England, 2011; and
- BS5906 Waste Management in Buildings – Code of Practice, 2005.

Regional policy documents:

- Publication London Plan, 2020
- The Freight and Servicing Action Plan, 2019;
- The Mayor's Transport Strategy, 2018;
- Delivering a road freight legacy, 2013;
- Fleet Operator Recognition Scheme (FORS); and
- Transport for London (TfL) guidance for DSMPs.

Key local policy:

- Camden Planning Guidance – Design January 2021; and
- Camden's Environment Service technical guidance for recycling and waste.

1.2 DSMP objectives

This DSMP sets out to meet the following objectives:

- To identify the expected number of delivery and servicing trips associated with the proposed development;
- To demonstrate that goods and services can be delivered, and waste removed, in a safe and efficient manner;
- To identify ways to reduce delivery numbers, employ out of hours deliveries and consolidate goods wherever possible;
- To ensure delivery activities do not hinder the flow of traffic on the public highway or obstruct pedestrian routes;
- To minimise vehicles waiting or parking at loading areas so that there is a continuous availability for approaching vehicles;
- To provide design guidance for accommodating service and delivery vehicles; and
- To provide design guidance for waste storage and refuse collection vehicles.

On-going monitoring and review of the DSMP will be required to ensure that the listed objectives of this DSMP are achieved (further details in Section 6). If necessary, the DSMP will be reviewed and adapted to reflect continuous improvement of the delivery and servicing process.

1.3 Exclusions

The following waste streams are excluded from this DSMP:

- Sewerage and effluents; and
- Construction management waste.

2 Vehicle Generation

2.1 Introduction

This section presents the information for delivery and servicing stakeholders, as follows:

- The number and frequency of delivery vehicles;
- Loading and unloading arrangements;
- The nature of expected deliveries;
- Vehicle weight restriction; and
- No idling policy.

As a mixed-use development within central London, most of the servicing trips to the site will be made by 6m transit vans, with the remainder of the deliveries by 8m and 10m vehicles. There will also be cycle courier deliveries throughout the day. The turnaround time by vehicle type is shown in Table 2.

Table 2 Delivery and servicing vehicles

Vehicle Type	Vehicle	Characteristics	Turnaround Time (minutes)
LGV – Light Goods Vehicle		3.5 Tonne, vehicle length 6m	15
MGV – Medium Goods Vehicle		7.5 Tonne, vehicle length 8m	25
HGV – Heavy Goods Vehicle		17 Tonne, vehicle length 10m	30
Service Engineer		3.5 Tonne, vehicle length 6m	45 – Half day
Refuse Collection Vehicle (Olympus Twin Pack)		26 Tonne, vehicle length 9.09m	15-20

2.2 Vehicle Generation

The estimated daily delivery and servicing trips to the site were calculated using an Arup in-house vehicle generation tool developed to utilise Arup research and other survey information from similar developments in the United Kingdom. The generation tool applies a delivery and servicing vehicle trip rate for each of the proposed building uses to the relevant gross internal area (GIA) for that building use. The trip rates, which are expressed as vehicles per 100m^2 per day, have been derived from survey data from the Canal Market (2009) and other office, retail, residential and other facilities around London, as well as relevant design guidelines and local authority regulations. The surveys recorded vehicle arrival and departure times, vehicle type and size of goods vehicle use to make the delivery. The generation rates used to determine the daily number of delivery trips are shown below:

- 0.20 vehicles/100m²/day for office tenants; and
- 0.07 vehicles/100m^2/day for residential deliveries.

The estimated number of daily deliveries are shown in Table 3.

Table 3 Delivery and servicing trips

Delivery and Servicing Trips		
Land Use	**Trips**	
	Day	**Peak Hour**
Office	7	-
Residential	11	2
Total	**18**	**2**

Commercial and residential tenants will have different waste management strategies. It is proposed to collect commercial waste daily, while residential waste will be collected by the LBC waste contractor on a weekly basis. The estimated number of delivery and waste collection trips for the commercial and residential tenants are presented in Table 4.

Table 4: Servicing and waste trips by frequency

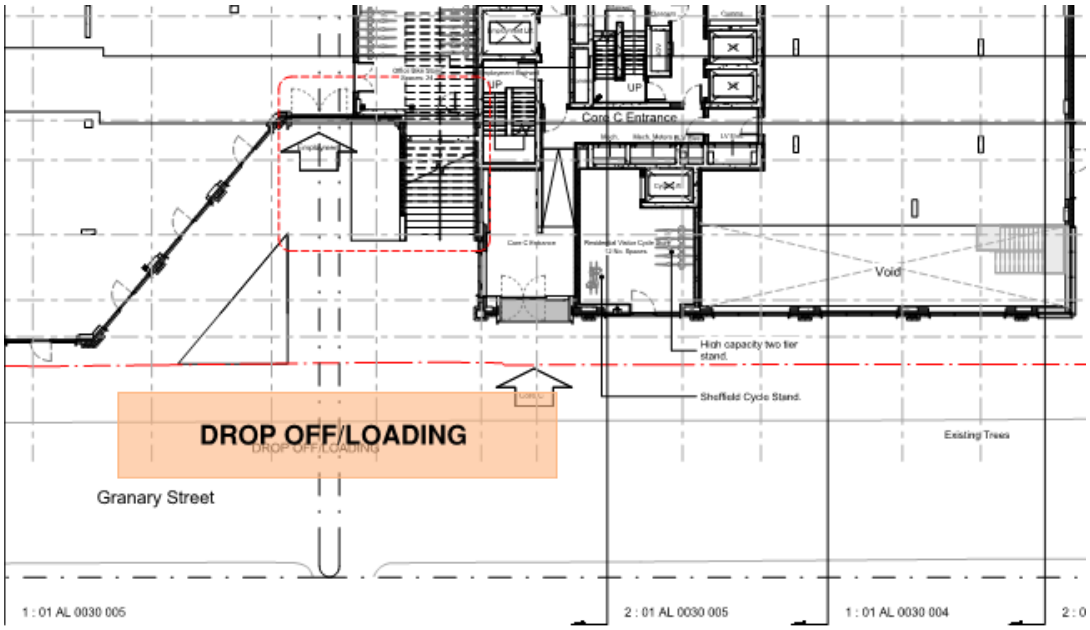
Delivery, Servicing & Waste Collection Trips				
	Delivery Trips	**Daily Waste Collection Trips**	**Weekly Waste Collection Trips**	**Total**
Office	5	2	-	7
Residential	9		2	11
Total	**14**	**2**	**2**	**18**

2.3 Loading Bays

The number of loading bays has been calculated to accommodate the estimated 18 vehicles which will visit the site each day. An on street layby has been provided to manage the two peak hour arrivals as shown in Figure 2.

A dropped kerb has been provided to allow step free access to the on-street loading bay on Granary Street.

Figure 2 101 Granary Street loading layby



2.4 Typical Delivery's

The following section provides an overview of typical deliveries to and from the site. The goods and materials are normally delivered in the following ways:

- Stationery items are delivered on a pallet as they include boxes of paper;
- Linen is wrapped in plastic and comes in bags, trolleys or roll containers;
- Frozen food deliveries can be palletized whereas fresh food is delivered in plastic/wooden crates; and
- Cans are often delivered on a pallet.

Palletized goods and heavy or large crates will be handled using a hand pallet truck, which will be provided by the on-site management team. Roll cages will be pushed. The typical deliveries by land use to the site are presented in Table 5 below.

Table 5 Typical deliveries for commercial and residential tenants

Offices – Business - Industrial	Residential
Fresh Food	Furniture (Beds & Sofas)
Cleaning Materials	White Goods
Publicity Material	Supermarket Deliveries
Furniture	Fast Food Deliveries
Office Stationery & Consumables	IT Equipment
IT Equipment & Consumables	
Couriers	

2.5 No Idling Campaign

Research suggests engine idling is a significant contributor to pollution in London. TfL estimates that 59 per cent of drivers parking or loading at the side of the road in central London leave their engines idling unnecessarily.

Switching off a vehicle's engine when it is stationary for more than one minute will not only reduce the number of harmful pollutants such as particulate matter (PM10) and nitrogen oxides (NOx) emitted but will also reduce fuel consumption.

Therefore, it will be mandatory for drivers to switch off their engines when inside the service area.

3 Delivery and Servicing Strategy

This section will set out the proposed strategy for the following:

- A delivery management system;
- Virtual consolidation initiatives;
- Delivery opening hours; and
- Internal movements of goods and materials.

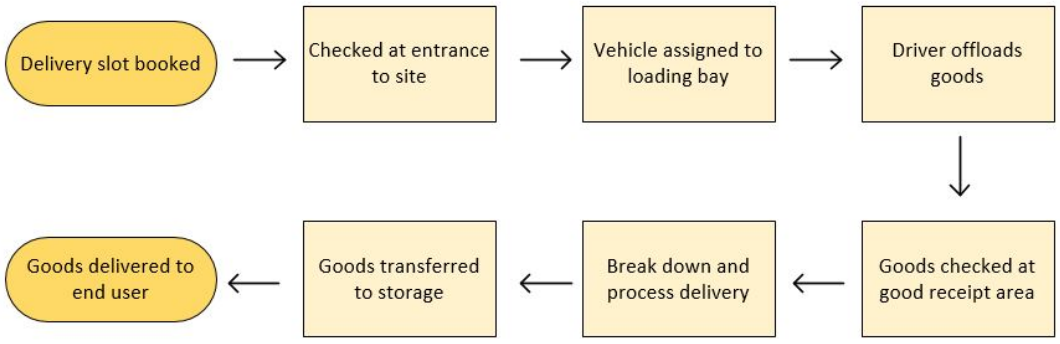
3.1 Delivery Management System

To manage the movement of traffic entering and leaving the site and manage the total number of vehicles using the loading bay, an on-line booking system will be employed by the facilities management (FM) team. This will ensure all servicing vehicles and deliveries are scheduled and prioritised accordingly. A booking system allows the FM team to actively manage the arrivals to the site during the day and will have the following benefits:

- Reduce the daily peak by moving deliveries to other times; and
- Proactively manage the traffic flow to the site to minimise queuing and congestion on Granary Street.

When a vehicle arrives, the FM team will inspect the booking form/delivery note. It is not anticipated that there will be any additional security checks on the vehicle. The goods will be unloaded by the driver and inspected by the FM team before onward distribution to the commercial tenants. This process flow is summarised in Figure 3.

Figure 3 Delivery vehicle process flow



3.2 Virtual Delivery Consolidation

This is where the upstream supply chain is adapted or re-engineered without the use of a physical space. There are several virtual consolidation initiatives that could be implemented that are designed to reduce commercial vehicle activity. These initiatives are described below.

3.2.1 Re-timing of Deliveries

Deliveries will be scheduled to avoid the peak periods for the market, so that the arrivals of commercial vehicles are moved to times of the day where the impact is reduced. When scheduling out-of-hours deliveries, suppliers and their delivery agents will be expected to conform to TfL's Code of Practice for Quieter Deliveries. Suppliers and the FM team will ensure there is minimised impact on local residents.

3.2.2 Waste Collection Consolidation

To consolidate waste collections into as few vehicles as possible, commercial occupiers will be required to use waste contractors appointed by the site FM team for the collection of refuse, recycling and food waste streams.

3.2.3 Nominated Carrier Scheme

A nominated carrier scheme would involve tenants agreeing to the use of a single company for the delivery of certain types of goods. This is predominantly focussed on the collective procurement of non-perishable goods such as stationery. Additionally, nominating a shared courier, to be used by all tenants, is a positive measure that would reduce the number of courier trips to the site each day.

3.2.4 Summary

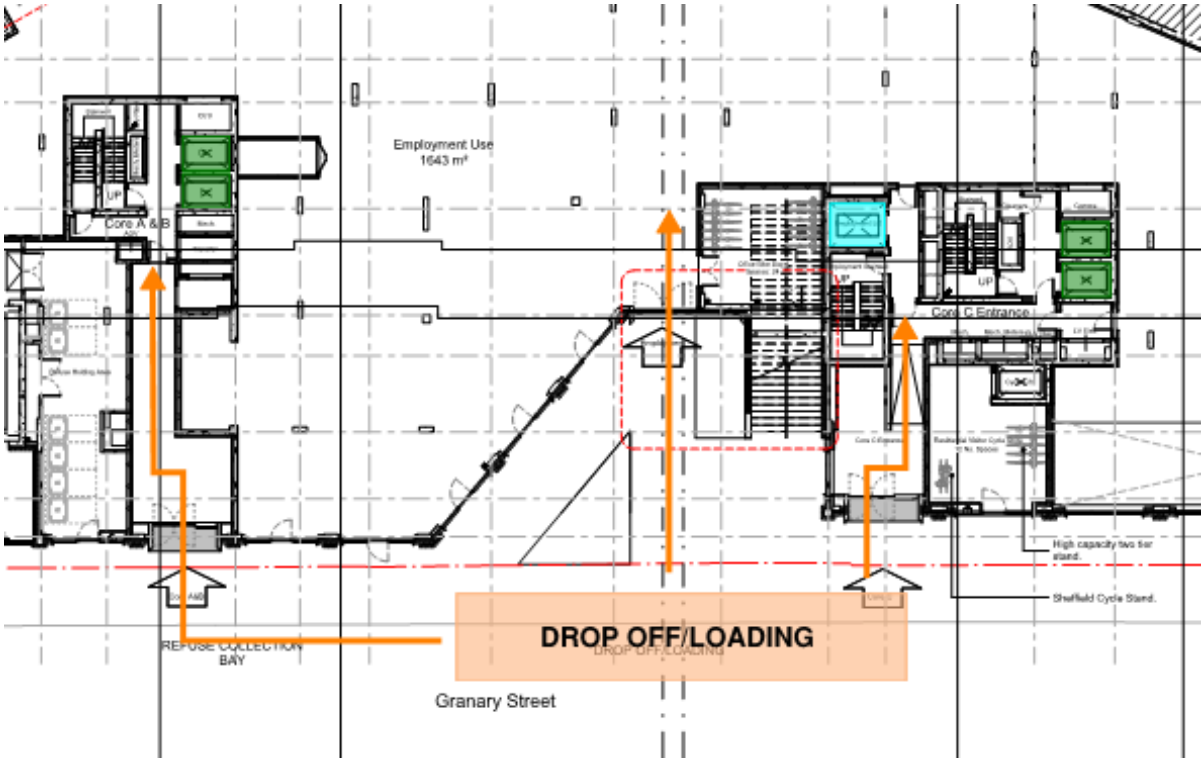
There are common items required by the tenants whatever the type of business (cleaning materials, office stationery, bread and milk). These provide opportunities for consolidation of deliveries through shared suppliers and managed procurement. By applying this to commercial tenants it would enable a reduction in the total number of delivery vehicles visiting the site. This consolidation will be achieved by reducing the number of partially loaded vehicles with a smaller number of fully loaded vehicles. The FM team will provide the ability for tenants to purchase common items through a nominated carrier network.

3.3 Internal Distribution

3.3.1 Goods Distribution to Core A/B and C

Goods for the office spaces will be transferred directly form the loading bay to be stored at ground floor for transfer to Level B1 or the upper ground level via the employment lift in core C, as shown in blue in Figure 4. Goods and deliveries for tenants will either be received at the loading bay by the tenant (take away deliveries, online shopping) or will be transferred via the lifts in core A/B and C, as shown in green in Figure 4.

Figure 4 Delivery vehicle process flow



4 Waste Storage and Servicing

4.1 Introduction

The waste management plan for the development has been prepared by reference to the following documents:

- BS5906:2005 Waste Management in Buildings – Code of Practice;
- Camden Planning Guidance, 2015 CPG1, pp 93-100;
- Camden's Environment Service technical guidance for recycling and waste; and
- Commercial recycling and rubbish, London Borough of Camden (LBC) website.

The area schedule applied to calculate the waste generation for the development is shown in Table 1.

To comply with industry best practice, two-day waste storage has been provided for waste generated by the commercial land uses across the site. For residential areas the storage requirements have been calculated for eight days' waste generation as per the requirements of LBC.

4.2 Waste Storage requirements

The requirements for waste storage and handling outlined in the documents above are as follows:

- All waste containers will be accessible to the waste collector;
- A minimum clear space of 150mm will be allowed between containers;
- Drainage/hose down facilities will be provided to allow cleansing of waste storage rooms;
- No residents will be required to carry full refuse sacks more than 30m (excluding vertical distance) to the waste store;
- Waste collection vehicles will not be required to reverse more than 12m;
- Access roads for waste vehicles will have a minimum clear width of 3.5m, the gradient will not exceed 1:12;
- The waste collector will not be required to pull full containers more than 10m to the collection vehicle. Containers will be stored/presented within 10 metres of vehicle access and provide unhindered access to each individual bin;
- The ground between the storage location for bulk bins and the loading position will be level, smooth, hard surfaced and provide a drop kerb should a container be required to be brought to ground level. The ground may have a maximum gradient of 1:14 if the ground slopes down towards the collection vehicle; and

- The waste room walls will be constructed of, or lined with, hard impervious material with a smooth finish suitable for washing down. The floor will not be less than 100mm thick and formed of hard impervious material with a smooth finish, and there will not be steps and projections at the entrance.

4.3 Commercial Waste Generation

The waste generation for commercial waste has used the calculation methodology from BS5906:2005.

The estimated two-day commercial waste generation is presented in Table 6.

Table 6 Two-day commercial waste generation

Two Day Commercial Waste Generation (m^3)		
Waste Stream	**Office (B1)**	**Total**
Residual	1.08	1.08
Paper	3.51	3.51
Cardboard	0.38	0.38
Plastic	0.32	0.32
Aluminium	0.11	0.11
Glass	0.00	0.00
Food Waste	0.00	0.00
Total	**5.40**	**5.40**

4.3.1 Waste Storage

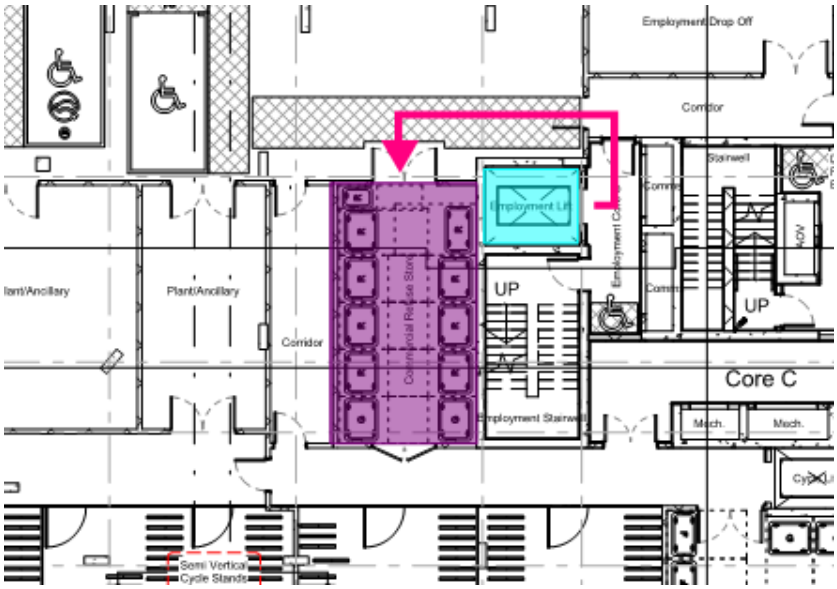
The waste storage area requires 24m^2 of operational floor space for the storage of waste. A minimum clear height of 2.8m is required. Table 7 shows the total waste generation per waste stream and the required storage equipment.

Table 7 Waste storage requirements

Commercial Waste Storage			
Waste Type	**Un-compacted Waste (m3)**	**Waste Container**	
		Description	**Number Required**
Residual	1.08	1,100 litre bin	1
Paper	3.51	1,100 litre bin	4
Cardboard	0.38	660 litre bin	1
Plastic	0.32	660 litre bin	1
Aluminium	0.11	660 litre bin	1
Glass	0.00	360 litre bin	0
Food Waste	0.00	240 litre bin	0
Total	**5.40**	-	**8**

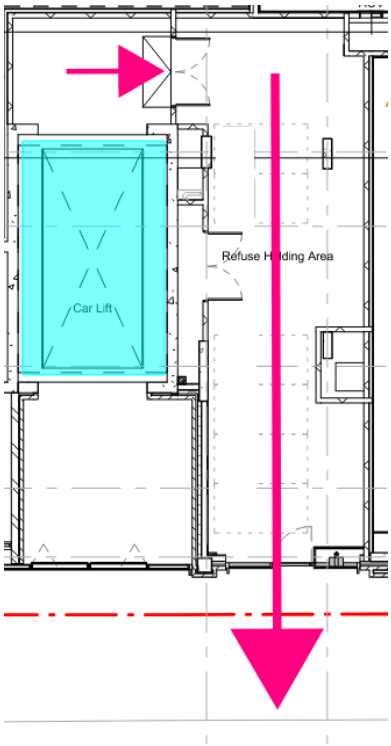
A waste room has been provided at level B1 of the development which can be accessed from upper levels via the employment lift, Figure 5.

Figure 5 Basement commercial waste room location



Collection by waste operatives will be via a temporary holding area at ground level where bins will be moved via the car lift that extends from ground level to level B1, as shown in Figure 6.

Figure 6 Ground level waste transfer for commercial waste collections



5 Commercial Waste Management Plan

5.1 Internal Waste Segregation

To assist all commercial tenants information in the form of posters or signage will be provided on the walls of the refuse store to indicate the correct use of storage containers to maximise recycling within the development.

5.1.1 General Waste

Non-recoverable waste streams will be colour coded and clearly labelled to help waste producers and the FM team responsible for transferring the waste to the waste room.

5.1.2 Dry Recyclables

Dry recyclables will be segregated per waste stream in office areas. Bins and bags will be colour coded and clearly labelled to help waste producers and the FM team responsible for transferring the waste to the waste room.

5.1.3 Food Waste

Organic waste from the residential units will be segregated at source. The FM team will collect the food waste and transfer it to the corresponding container in the waste store. The waste contractor will send the food waste for composting or anaerobic digestion. The waste store will be ventilated with a filter to prevent odour issues.

5.1.4 Specialist Waste Stream Disposal

WEEE

WEEE typically accounts for 2% of non-technical waste produced.

A specific request should be sent to the FM team for the collection of WEEE, except fridges which will be kept in place till new fridges arrive. The FM team will take the waste to the general bulky waste store prior to collection. See ‘Bulky Waste’ section below for collection process.

Photocopier and printer cartridges

Photocopier and printer cartridges will be collected in boxes by the photocopiers, which will be periodically collected by the FM team for storage prior to collection by a waste contractor.

Confidential Paper Waste

Confidential waste must be collected in secure bins located around the buildings. To be fully compliant with the Data Protection Act, a written contract with a certified confidential waste company is required. This waste stream will be collected in situ by a specialist contractor and shredded and disposed of off-site.

Bulky Wastes

A specific request should be sent to the FM team for the collection of furniture and other bulky waste. For fit-out changes or large events a number of 1,100 litre bins will be requested when required. These bins will be brought to the loading bay area and used to collect large volumes of waste during this brief period, this will be planned to occur outside of working times.

Batteries

Batteries will be collected in pots (separate for lithium and alkaline types) by the photocopiers, which will be periodically collected by the FM team for storage in the general waste store prior to collection by a waste contractor.

The terminals of lithium batteries will require covering with an insulating, non-conductive material e.g. using electrical tape, to prevent the risk of fire. The FM team will ensure this is completed, though staff disposing the batteries will be expected to complete this where possible.

Fluorescent Tubes and Light Bulbs

A specific request should be sent to the FM team for the collection of fluorescent tubes and light bulb waste. Upon collection, the FM team will take it to the general waste store prior to collection by a waste contractor.

An additional 2.6m^2 has been allocated in the waste store for the interim storage of specialist waste streams. Waste streams such as florescent tubes and batteries will be required to be collected by a licensed specialist contractor as they are designated as hazardous waste. The FM team will be required to register the site for a Hazardous Waste Licence to permit this waste to be collected safely and reprocessed.

5.2 Internal Waste Transfer

The FM team will be responsible for collection of all residual, recyclable and specialist waste streams from commercial areas across the site. The office and areas will be provided with clearly labelled waste and recycling stations on each floor for segregating waste. The FM team will empty the bins on each floor and transfer waste to the waste store in trolleys or roll cages via the goods lift.

Residents will be expected to transfer waste from their units directly to the waste rooms at level B1.

5.3 Waste Collection

Waste collections will be undertaken by a nominated waste contractor. Waste will be collected every day. The waste contractor will collect containers, bales and bagged waste directly from the waste room where the distance is less than 10m. Where the distance is more than 10m the FM team should manage waste collections and rotate any full/empty containers.

5.4 Waste Mitigation

Employees and visitors of the development will be encouraged to reduce, re-use and recycle waste materials where possible to reduce waste to incineration. To ensure tenants recycle as much waste as possible, and to avoid the possible contamination of recyclate, containers must be easily identifiable and clearly labelled with communication on the correct way to recycle in LBC.

The FM Team and any other on site staff handing and segregating waste will need full training on the correct residual and recycling compositions using up to date LBC guidance.

5.5 Internal waste transfer

The FM team will be responsible for communicating with commercial tenants on the requirements for transferring waste and recycling to the storage facility, including the requirements for bulky and non-standard waste. The waste store and individual zones within the store shall be clearly labelled at all times.

The office and retail areas will be provided with waste and recycling stations on each floor for segregating waste. Commercial tenants must be aware of and follow their responsibilities under the waste duty of care: Code of Practice (2016)[1] . The FM team will empty the bins on each floor and transfer waste to the waste store in trolleys or roll cages via the goods lift.

5.6 Commercial Tenants

Commercial tenants will be informed via the tenancy agreement that the segregation and recycling strategy for the development will be complied with during the duration of the tenancy.

[1] https://www.gov.uk/government/publications/waste-duty-of-care-code-of-practice/waste-duty-of-care-code-of-practice

5.7 Litter management

5.7.1 General public waste

Waste will be collected from any general public bins provided within the site by the FM team. Public areas such as seating, stairways and pathways will be monitored throughout the day and cleaned by the FM team.

5.7.2 Litter picking

Litter picking will be conducted by the FM team throughout the day to allow for both a safe and clean environment.

5.7.3 External/surrounding areas

The cleaning of external areas will follow the programme set out in Table 8.

Table 8 Cleaning schedule

Action	Frequency
Clear debris, litter from entrances and public areas	Daily
Empty waste bins	Daily
Clear leaves from all entrances and fire exits	Weekly
Clean and wash down external signs	Weekly

5.8 Cleaning and Maintenance

The FM team will be responsible for the cleaning (including spillages) of the following:

- Commercial and residential refuse stores; and
- Waste storage containers within these refuse stores.

Waste stores will be washed down and refuse bins cleaned by FM team a minimum of once per quarter.

6 Residential Waste

The development has a mix of market and affordable accommodation as shown in Table 9.

Table 9: Residential unit schedule

Residential Unit Schedule		
Unit Type	**Market**	**Affordable**
1 Beds	20	3
2 Beds	41	18
3 Beds	29	7
4 Beds	1	2
Total	**91**	**30**

6.1 Waste Generation & Storage

The calculation of residential waste calculated a volume of waste for one week's waste has applied the following criteria:

- 120 litres per unit for residual waste;
- 140 litres per unit for mixed recycling; and
- 23 litres per unit for food waste.

The estimated weekly waste generation and storage requirements for the market and affordable residents is present in Table 10.

Table 10 Residential waste generation and storage.

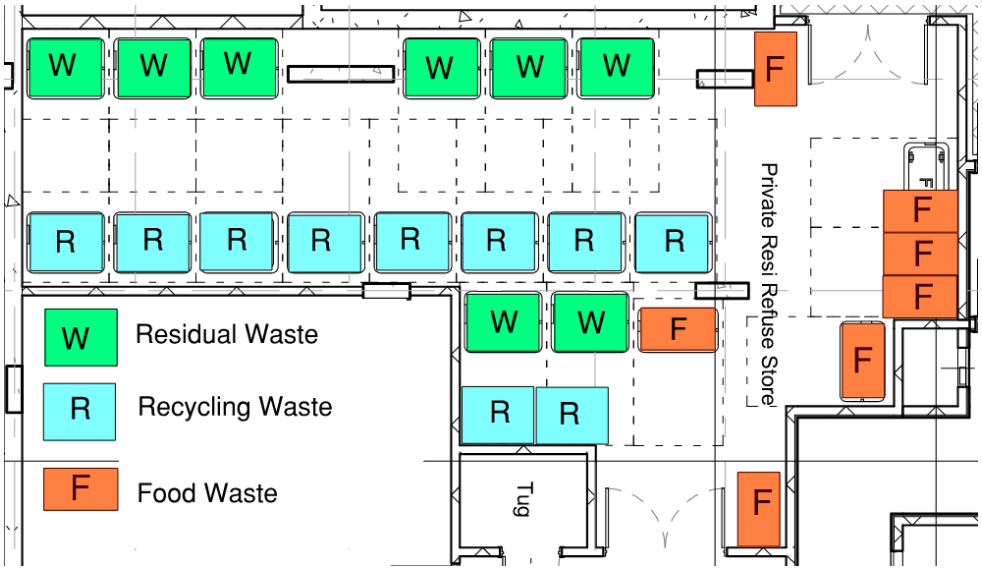
Residential Waste Generation & Storage						
	Residual Waste		**Recycling Waste**		**Food Waste**	
	Volume (m^3)	1,100 litre Eurobins	Volume (m^3)	1,280 litre Eurobins	Volume (m^3)	240 litre Eurobins
Market	10.92	8	12.74	10	2.09	9
Affordable	3.72	3	4.34	3	0.69	3

A waste store for the market residents is 87m^2 has been sized to hold the following:

- 8 No. 1,100 litre eurobins for residual waste;
- 10 No. 1,280 litre eurobins for mixed recyclables; and
- 7 No. 240 litre eurobins for food waste.

An indicative layout is shown in Figure 7 below.

Figure 7: Market residents waste store

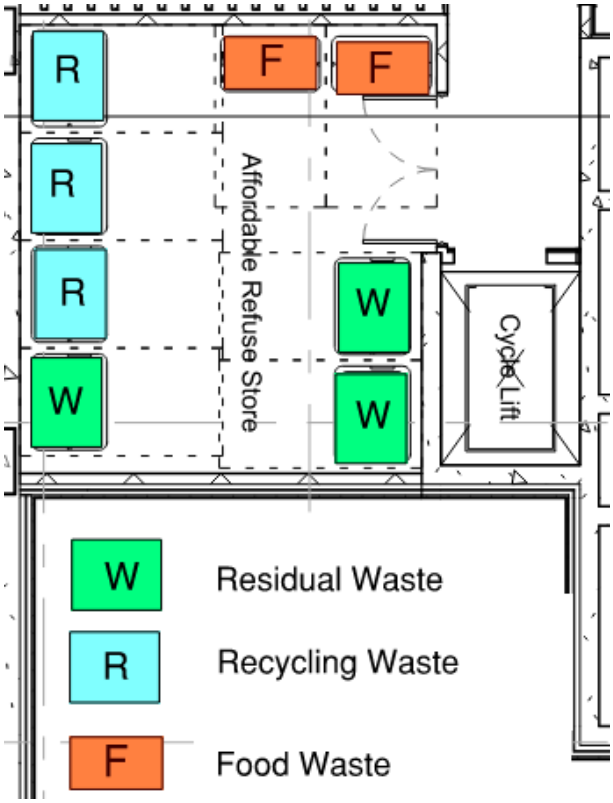


An waste store for the affordable residents is sized at 26m^2 has been provided to hold the following:

- 3 No. 1,100 litre eurobins for residual waste;
- 3 No. 1,280 litre eurobins for mixed recyclables; and
- 2 No. 240 litre eurobins for food waste.

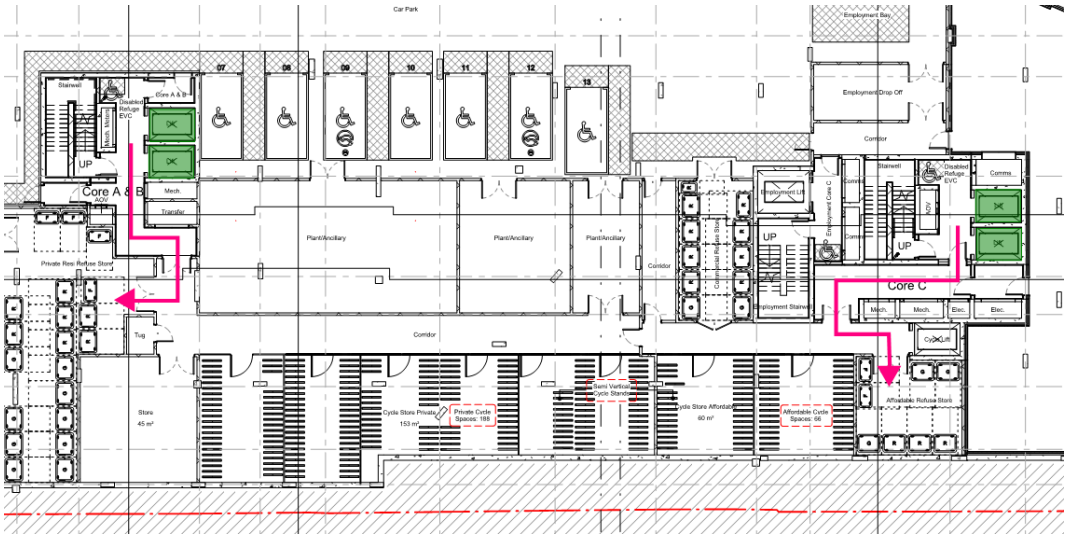
An indicative layout is shown in Figure 8.

Figure 8: Affordable residents waste store



Residents within the affordable and market units will take their waste to the basement refuse store located adjacent to their core as shown in Figure 9.

Figure 9 Route from residential lifts to waste room



The FM will be responsible for the movement of the bins from the affordable and market refuse stores to the ground floor presentation area. The affordable waste bins are moved along the basement corridor, through the market waste store to access the car lift. A powered hand tug has been provided to assist the FM team during this process. In the event the car lift is not available, due to maintenance or breakdown, the FM team have the ability to use the passenger lifts located within the market and affordable cores as shown in Figure 10 and Figure 11.

Figure 10: Basement routes residential waste bins

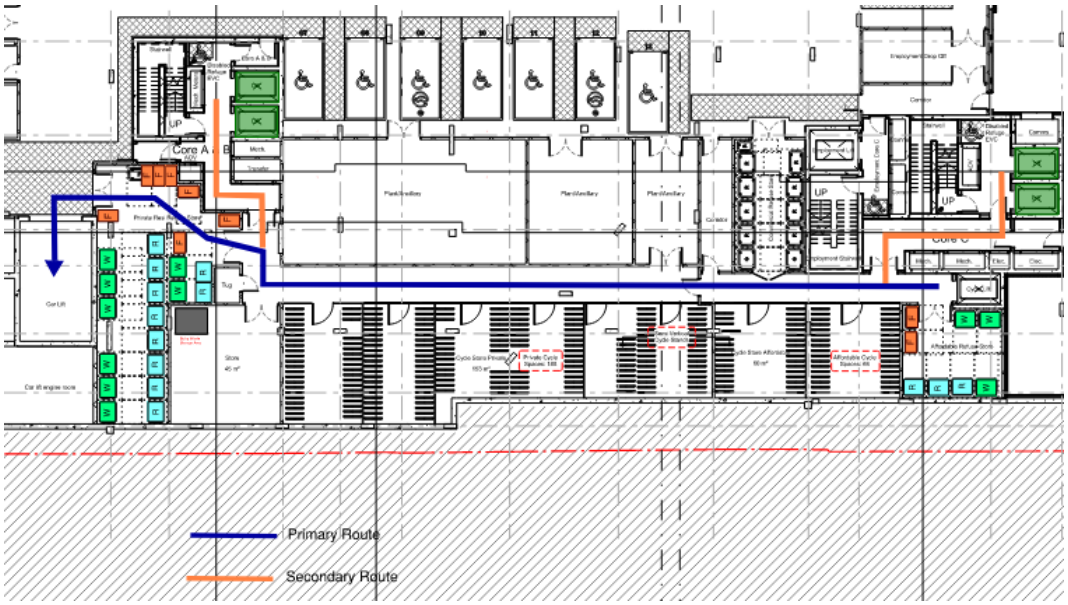
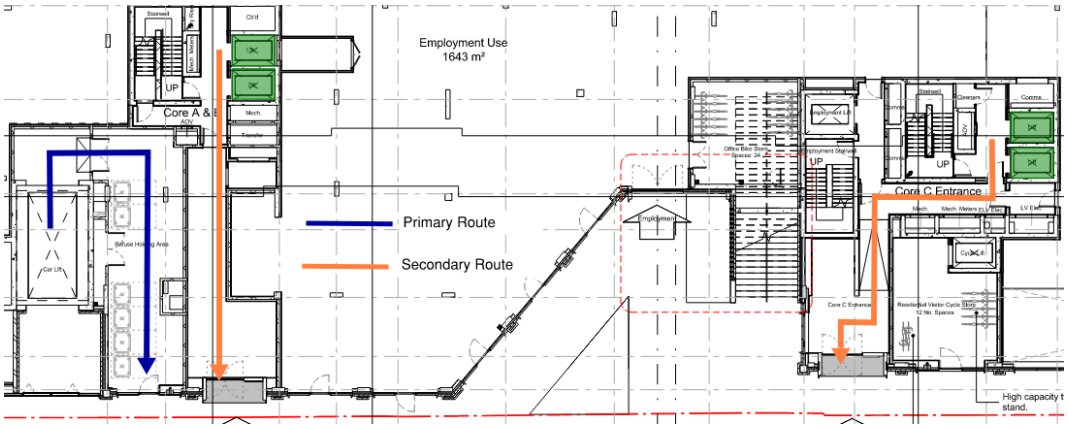


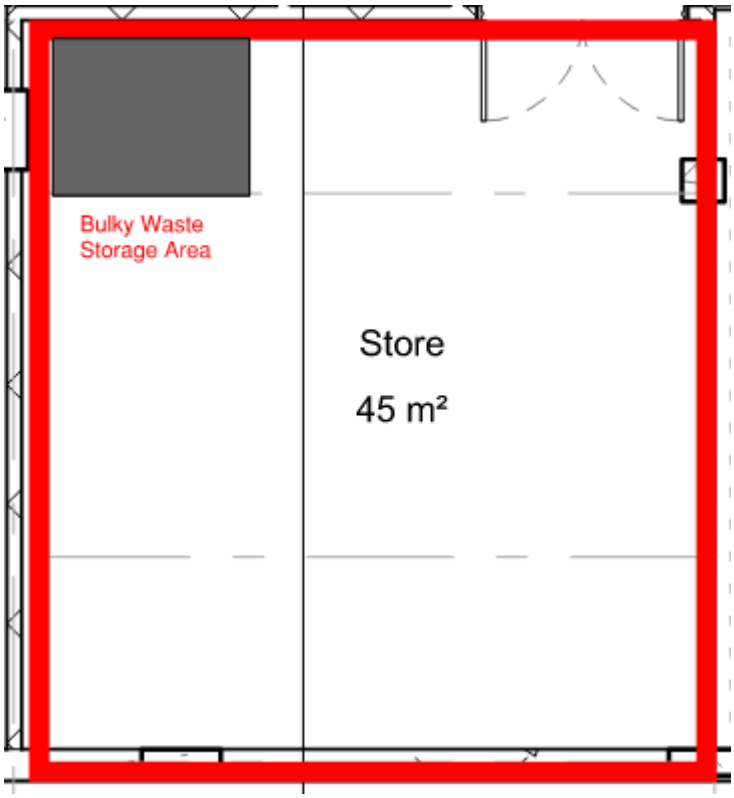
Figure 11: Ground floor routes residential waste bins



6.1.1 Bulky Waste Storage

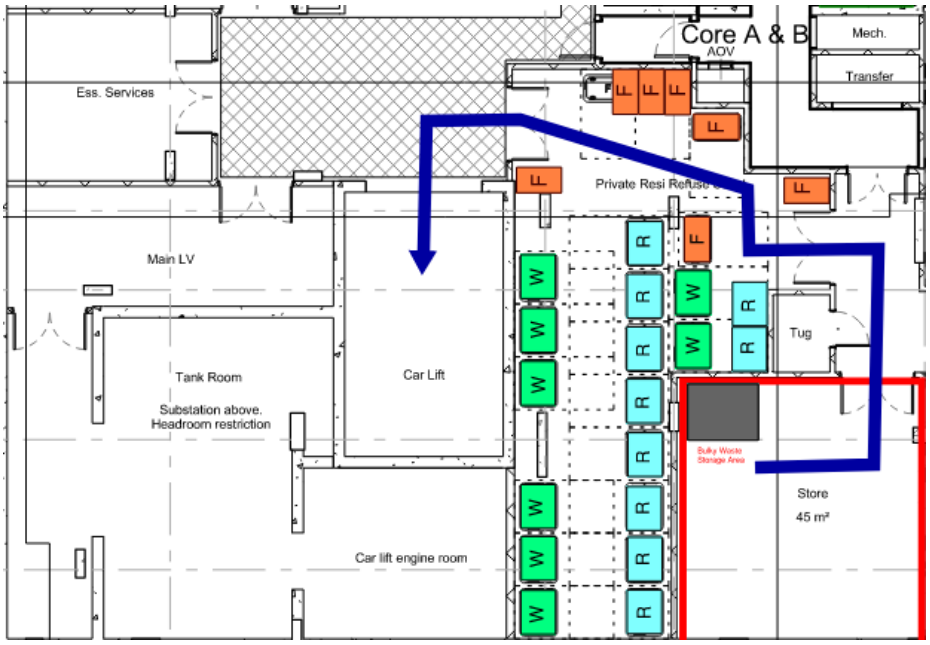
Residents with motor transport will have the option to dispose of their bulky waste items via the Regis Road Recycling Centre. For all other residents, the FM team will be contacted for large items of furniture or white goods that need to be removed. The FM team will arrange for the item to be collected via the LBC service typically monthly. The bulky waste area within the basement is shown in Figure 12.

Figure 12: Bulky waste storage area (basement store)



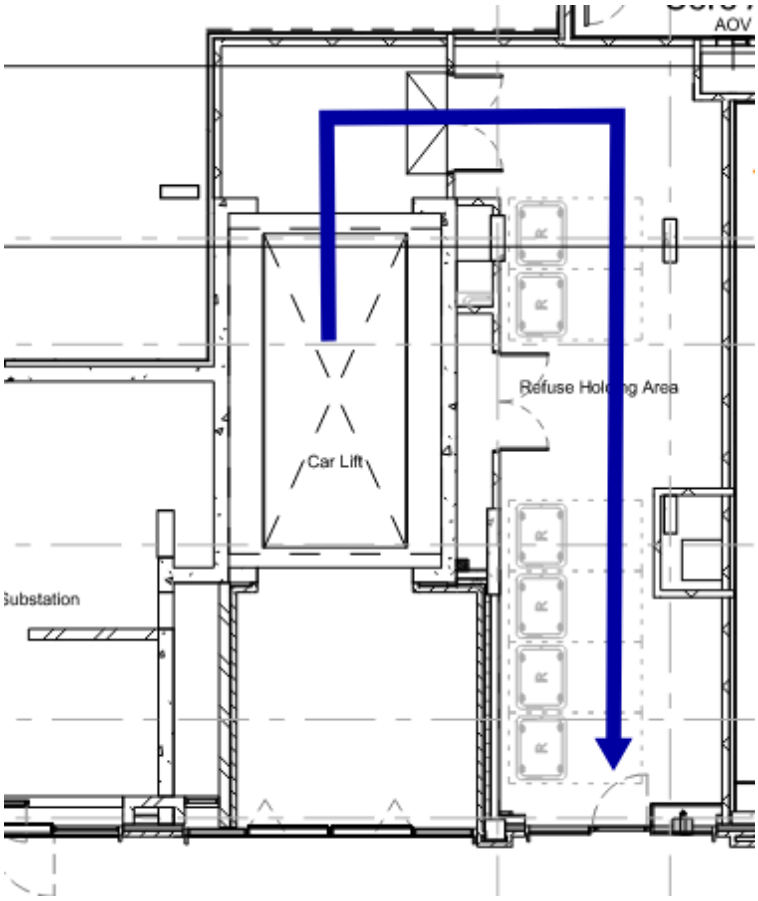
On the collection day, the FM team will transfer the item via the vehicle lift to the ground floor as shown in Figure 13 below.

Figure 13: Bulky waste transfer route at basement level



At the ground floor the item is placed in the temporary holding area until the collection vehicle arrives as shown in Figure 14.

Figure 14: Bulky waste ground floor holding area



6.2 Communication & Signage

6.2.1 Tenants Information

The tenants information pack will include details on the waste storage provision. This will include the requirements for the segregation of residual, recycling and food waste streams.

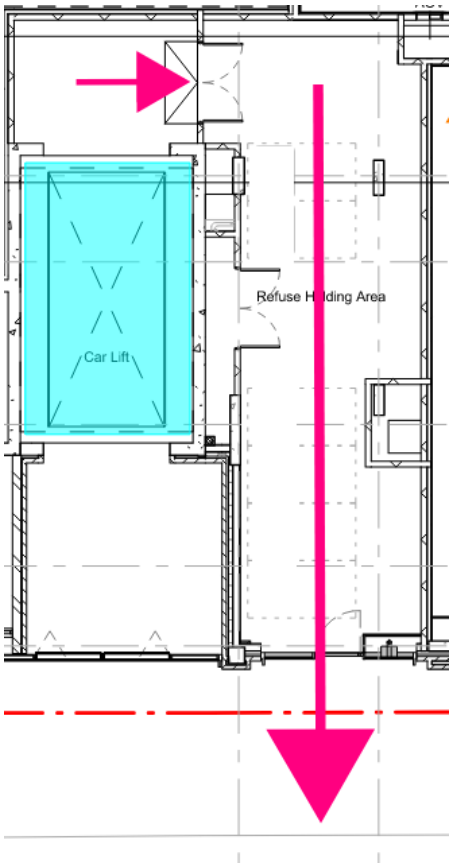
6.2.2 Signage & Posters

Residential (and commercial) waste stores will provide signage and colour coded waste bins to identify the correct disposal of the residual, recycling and food waste streams.

6.3 Waste Collection

Two waste rooms have been provided at basement level of the development which can be accessed via the residential lifts that extends from all residential levels to level B1, shown in Figure 7. Collection by waste operatives will be from a temporary holding area at ground level where bins will be moved via the car lift that extends from ground level to level B1, as shown in Figure 15.

Figure 15 Ground level waste transfer for residential waste collections



7 DSMP review process

This DSMP is intended to be updated frequently. The following sub-sections set out how the document will be reviewed and maintained. This DSMP will be checked against The Fire Plan.

7.1 Delivery monitoring

The FM team will be responsible for keeping a record of servicing activity, monitoring the effectiveness of the scheduling strategy and making amendments to the plan. Key data to be captured are as follows:

- Date and the delivery slot(s) booked;
- Vehicle types and type and volume of carried goods;
- Arrival and departure times; and
- Company and driver contact details.

An initial survey of servicing activity will be undertaken within 12 months of occupation.

7.2 DSMP updates

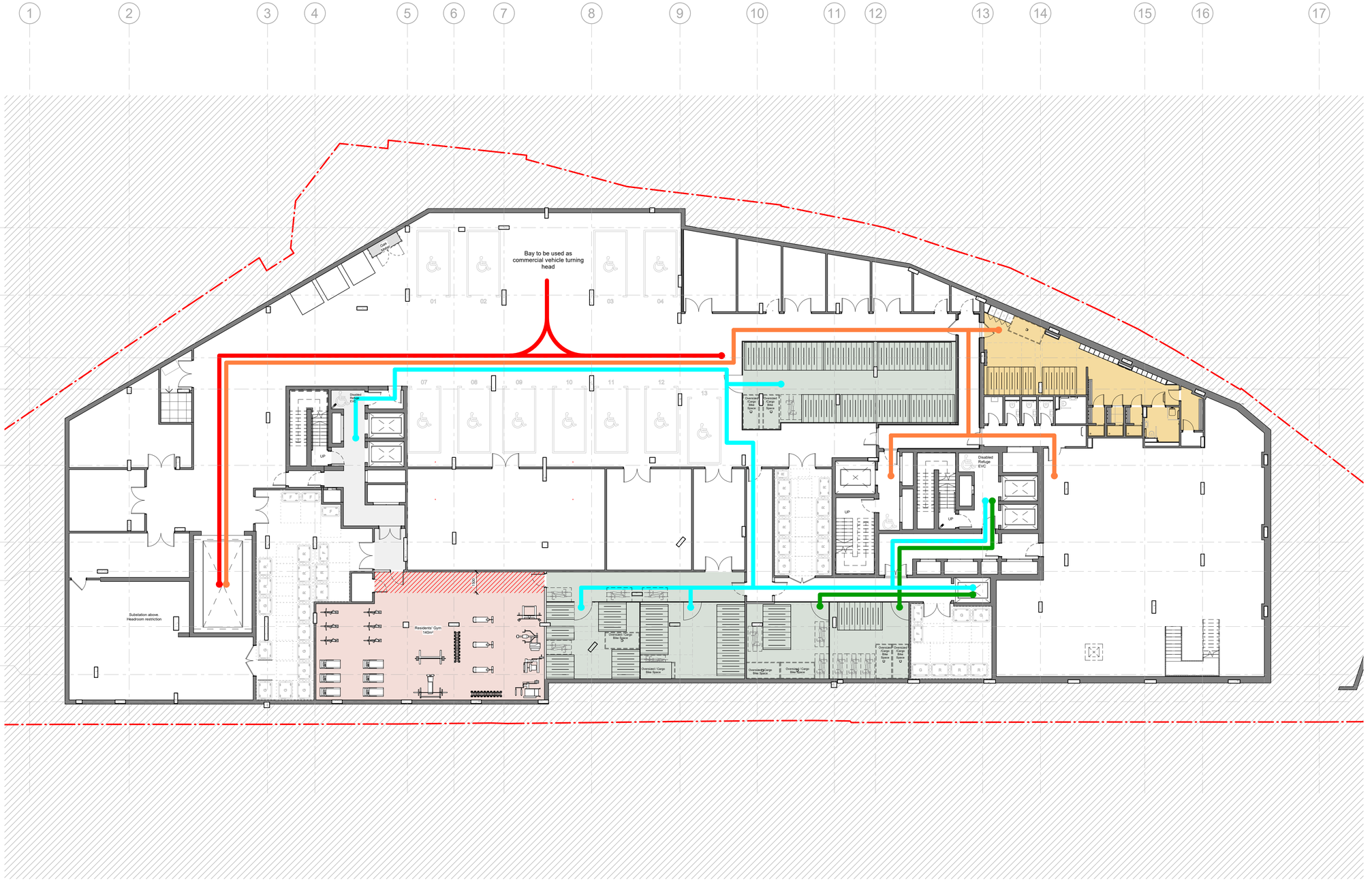
The on-site FM team will use information and feedback from tenants, suppliers and residents to conduct an annual review of this DSMP. This review will assess the efficiency of the DSMP to meet the objectives of minimising the environmental impact on the surrounding area and providing servicing arrangements for the building which meet road management and safety requirements.

The FM team (on behalf of the building owner) will conduct the first review within 12 months after occupation and reviews will be conducted as necessary thereafter on an annual basis. Where necessary, changes to the DSMP will be made to reflect the findings of any review. A daily record of the service traffic movements will be conducted during a typical week to obtain the details. The information on delivery and service traffic that will be sought will include type of suppliers (to seek opportunities for consolidating regular visits), patterns of arrivals and departures (to avoid peak periods) and types of vehicles used by the suppliers (for any assessment of vehicle-related emissions).

The Owner shall notify LBC of any change the occupancy of the Development that may have a material change to the approved DSMP as soon as is reasonably practicable and in any event one month prior to the commencement of such occupancy.

Any amendments that the Owner may wish to make to the DSMP shall be submitted to the council for approval and no amendments shall come into force until they have been approved.

APPENDIX D – BASEMENT LAYOUT (DEVELOPMENT PROPOSALS)



All dimensions are in mm unless otherwise stated
All dimensions to be verified on site before proceeding with the work
Any discrepancies to be notified in writing to Architect immediately
All boundaries indicative only and to be confirmed by others

NOTE

All dimensions are in millimeters unless otherwise noted.
All dimensions are to be checked on site prior to fabrication/construction.

SSL – Structural Slab Level
SFL – Screed Floor Level – Top of the Screed
FFL – Finish Floor Level (including finish eg: carpet or tiles)

GENERAL KEY:

- Existing Walls / Partitions
- Proposed Walls / Partitions
- Residents' Gym
- Residents' Cycle Storage
- Residents' Visitor Cycle Storage
- Commercial Cycle Storage
- Commercial Visitor Cycle Storage

- Cycle Route for Affordable Tenants
- Cycle Route for Private Tenants
- Cycle Route for Residential Visitors
- Cycle Route for Commercial Tenants
- Cycle Route for Commercial Visitors
- Commercial Vehicle Servicing Route

North

1:150
0 1.5 3 7.5 m

REV	DATE	NOTES	INT
P03	08.11.22	Issued to London Borough of Camden	JH
P02	29.09.22	Issued for Client Name Alteration	JH
P01	08.07.22	Issued for Information	TW

PLANNING

HUTCHINSON & PARTNERS
3.14 The Record Hall, 16-16A Baldwin's Garden, London, EC1N 7RJ
t. 020 3176 8196 e. london@hutchinsonandpartners.com
www.hutchinsonandpartners.com

JOB TITLE
101 Camley Street, Camden - Commercial Fit-Out Works

DRAWING TITLE / LOCATION
Cycle Storage - Proposed Basement Floor Plan - Travel Routes

DRAWN BY	CHECKED	SCALE	STATUS
OM	TW	1:150 @ A1	PLANNING

PROJECT	DRAWING NO	REVISION
21061	01 AP 7600 111	P03

CLIENT

CAMLEY STREET SÀRL

05/11/2022 17:37:26

All dimensions are in mm unless otherwise stated
All dimensions to be verified on site before proceeding with the work
Any discrepancies to be notified in writing to Architect immediately
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- Commercial Visitor Cycle Storage

- Cycle Route for Affordable Tenants
- Cycle Route for Private Tenants
- Cycle Route for Residential Visitors
- Cycle Route for Commercial Tenants
- Cycle Route for Commercial Visitors
- Commercial Vehicle Servicing Route

REV	DATE	NOTES	INT
P04	08.11.22	Issued to London Borough of Camden	JH
P03	29.09.22	Issued for Client Name Alteration	JH
P02	22.07.22	Cycle Route for Commercial Tenants Amended	JH
P01	08.07.22	Issued for Information	TW

PLANNING

HUTCHINSON & PARTNERS
3.14 The Record Hall, 16-16A Baldwin's Garden, London, EC1N 7RJ
t. 020 3176 8196 e. london@hutchinsonandpartners.com
www.hutchinsonandpartners.com

JOB TITLE
101 Camley Street, Camden - Commercial Fit-Out Works

DRAWING TITLE / LOCATION
Cycle Storage - Proposed Lower Ground Floor Plan - Travel Routes

DRAWN BY	CHECKED	SCALE	STATUS
OM	TW	1:150 @ A1	PLANNING

PROJECT	DRAWING NO	REVISION
21061	01 AP 7600 112	P04

CLIENT

CAMLEY STREET SÀRL

09/11/2022 17:07:44