



The Drapers Almshouse Charity
Edmansons Close, Tottenham

Delivery and Servicing Management Plan

For

The Drapers Company

Document Control Sheet

The Drapers Almshouse Charity
Edmansons Close, Tottenham
The Drapers Company

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
30/08/2022	1 st Draft	GL	AW



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1.0 Introduction

- 1.1 Motion has been instructed by The Drapers Almshouses Charity to prepare this Delivery and Servicing Plan (DSP) to accompany the planning application for the redevelopment of the charity owned dwellings surrounding Edmansons Close, Tottenham (herein referred to as 'the site').
- 1.2 The application site is located within the administrative boundary of the London Borough of Haringey and has been shown in Figure 1.1 below in relation to its local surroundings.

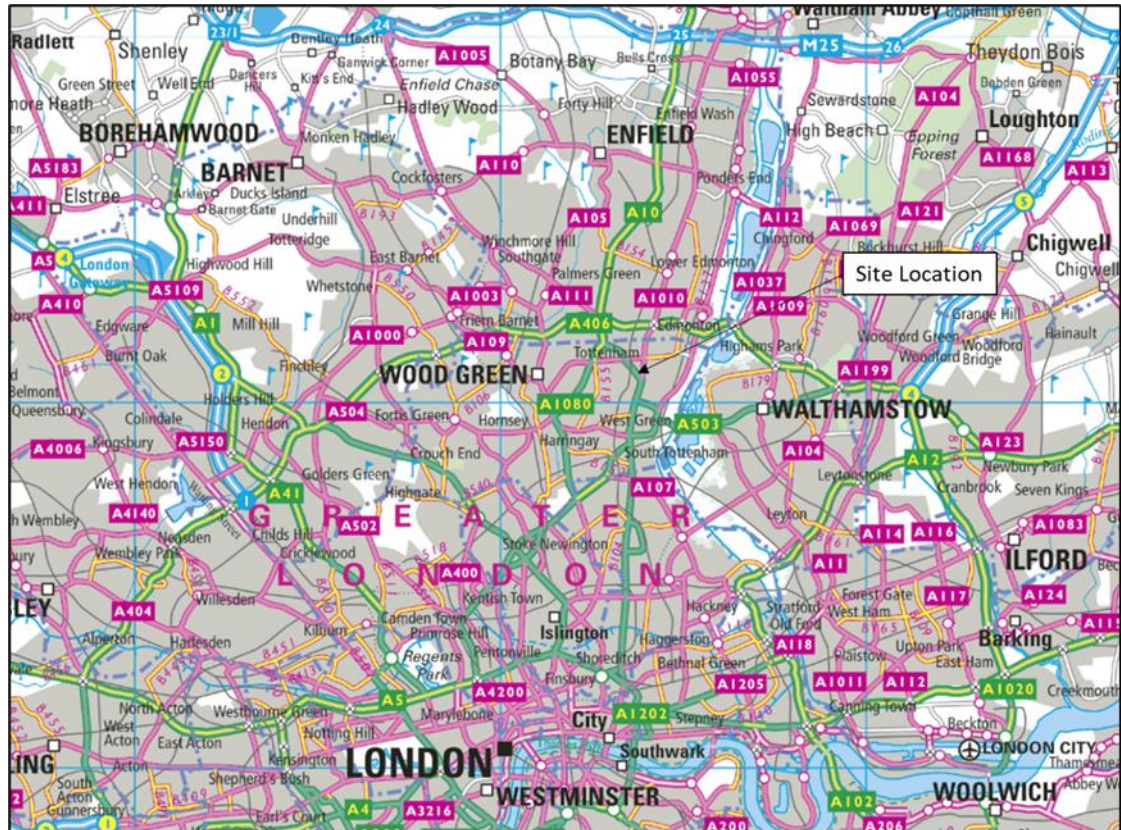


Figure 1.1 - Site Location

- 1.3 The site is seeking planning permission for the amalgamation and extension of the existing dwellings on site to provide larger family homes. The proposals also include the demolition of the laundry building and subsequent construction of 48 dwellings, either within the existing buildings or the new development. Vehicular and pedestrian access to the site will remain from Bruce Grove via the entry/exit access points into Edmansons Close. Edmansons Close will continue to operate as a one-way system consistent with the existing arrangement. A path will also be located between the southernmost Almshouses and the new apartment building.

Planning Policy and Guidance

- 1.4 TfL stipulate within their guidance document 'Travel Planning for New Development in London', that freight activities associated with new development sites must be managed effectively. Therefore, measures need to be put in place to encourage efficiency in deliveries and thereby to contribute towards reducing congestion within London. One way of achieving this is through the preparation and implementation of Delivery and Servicing Plans (DSPs).
- 1.5 Guidance on preparing DSPs is provided in the TfL document "Delivery and Servicing Plans, Making freight work for you" which has been referred to in preparing this document.

Objectives and Benefits

- 1.6 A DSP provides a framework to make sure that freight vehicle activity to and from a site is working effectively for the users of the site. Specifically, a DSP helps to:
- ▶ Proactively manage deliveries to reduce the number of delivery and servicing trips, particularly in the morning peak;
 - ▶ Identify and promote areas where safe and legal loading can take place; and
 - ▶ Select delivery companies who can demonstrate their commitment to following best practice – for example, the Freight Operator Recognition Scheme (FORS).
- 1.7 There are many benefits from implementing an effective DSP at a site, some of which are listed below:
- ▶ Lower operating cost as a result of less frequent deliveries;
 - ▶ Freeing up of staff time that is otherwise spent on receiving goods; and
 - ▶ Less environmental impacts by reducing the emissions associated with vehicle journeys to and from the site.
- 1.8 Any site that receives deliveries and servicing activity can benefit from a DSP, whether it is small or large, or shared by multiple organisations as is expected to be the case with the Proposed Development site.

Structure of DSP

- 1.9 This DSP is structured as follows:
- ▶ **Section 2** sets out the approach to managing and communicating the DSP;
 - ▶ **Section 3** set out the types of measures which would be appropriate for the Site; and,
 - ▶ **Section 4** provides a summary and conclusion.

2.0 Management & Communication Strategy

Management and Communication

- 2.1 The DSP will be passed to the Site's management who will in turn communicate to the individual tenants / occupiers of their responsibilities and measures regarding the DSP when the tenancy contract is signed.

Monitoring

- 2.2 Monitoring of the DSP would be undertaken in order to determine how the DSP is performing and whether changes to the delivery and servicing regime would benefit users of the Site.

- 2.3 A survey would be undertaken six months after occupation of the Site and would capture all relevant vehicle activity over the course of a month which would ensure any irregular activities are recorded. Key information which the surveys would try to capture would include:

- ▶ Who are the service providers visiting the premises, (e.g. suppliers, third party logistics or courier services);
- ▶ The frequency of service provider visits;
- ▶ The type of goods being moved to or from the premises;
- ▶ The quantity or size of goods being moved;
- ▶ The urgency of these goods movements;
- ▶ Current on- or off-street loading practices;
- ▶ Access routes;
- ▶ Mode of transport (e.g. bicycle, van, HGV etc) and vehicle size; and
- ▶ Who is the delivery for? (e.g. department, function, individual)

- 2.4 Individual tenants / occupiers would be asked by the Site's management to record details of the deliveries they receive. All the information collected during the survey period would be collated by the Site's management.

- 2.5 In addition to the records on-site observation would be undertaken in order to:

- ▶ Observe loading activity first-hand; and
- ▶ Understand from delivery drivers where they usually stop

- 2.6 The data collected would form the benchmark against which an evaluation of the DSP will be undertaken.

Review

- 2.7 Once the necessary information has been collected, it would be analysed by the Site's management to determine if there were particular trends in the data which could deliver more efficient deliveries and servicing.

- 2.8 The outcomes of the review would be communicated by the Site's management to the individual tenants / occupiers of the Site.

3.0 Measures

- 3.1 This section sets out a number of measures that will form the responsibility of the residents in order to encourage delivery and servicing cooperation between site users. The aim is to facilitate joint working so that freight activity associated with the site as a whole is effectively managed.

Existing Kerbside Use Survey

- 3.2 It is recognised that an existing kerbside use survey has not been undertaken prior to the submission of the application. As the site is off the main highway of the A410, which is a red route between 7am and 7pm Monday to Saturday, no vehicles should be stopping, loading or unloading between these times. However, this should not affect the site as there is sufficient road space around the one-way system given within the boundary of the site which residents, visitors and deliveries can use.

Location of Delivery and Servicing Bay

- 3.3 There is no proposed designated delivery bay within Edmansons Close, however, as the site is a one-way system with visitor parking and parking bays, there is sufficient space to deliver to individual dwellings around the site. In the event that the delivery vehicle is blocking access to a bay or to drive round the site, they are to move to a more convenient position and allow the other vehicle to pass where possible. Swept path analysis has been undertaken showing a 5.5m delivery vehicle accessing Edmansons Close via the access point along the A410 and leaving via the southern exit. These drawings are shown in **Appendix A** respectively, a swept path analysis for a Panel Van and Fire Appliance can be shown in **Appendix B** and **Appendix C** respectively.
- 3.4 Refuse collection is currently collected along the A410, the proposed development will allow a refuse vehicle to circulate the site. **Appendix D** demonstrates a large refuse vehicle entering the site at the northern entrance and exiting the site at the southern exit without conflicting with the proposed on-site parking spaces.

Timing of Deliveries

- 3.5 Residents of the Site will make reasonable efforts to ensure that deliveries are made outside of weekday peak hours.
- 3.6 Consideration would be given by residents of the Site to out-of-hours deliveries in order to minimise impact in the highway network.

Reducing Loading/ Unloading Times

- 3.7 Residents will be on hand to assist in loading / unloading in order to minimise the stationary time spent by service vehicles.

Number of Service Trips

- 3.8 The site occupier will make all reasonable efforts to minimise the number of service vehicle trips associated with the development. It should be noted that the proposals consist of the redevelopment of a site that already attracts a regular influx of servicing and delivery traffic, and that total number of service vehicle trips is not anticipated to significantly increase, therefore not affecting the surrounding highway network.
- 3.9 Notwithstanding the above, the TRICS database has been interrogated in order to understand the magnitude of delivery and service trips a development of this nature might produce.
- 3.10 The TRICs data for LGV and total vehicle trips to mixed private/ affordable housing has been obtained in order to calculate the percentage of total vehicle trips that are LGV trips in and out the site. This data

has been listed for hotel sites relevant to the Proposed Development and is provided at **Appendix E**. A summary of the findings have been outlined in table 3.1 below.

	Arrivals	Departures	Total
LGVs	0.071	0.064	0.135
Total (x48)	0.81	3.07	6.48

Table 3.1 – Predicted Servicing Trips

- 3.11 The above table predicts the average potential trip generates for delivery vans within the site, as the table indicates, very minimal trips are undertaken, especially as the overall number of dwellings within the site is reducing from 61 to 48.

Using of Freight Operator Recognition Scheme (FORS) vehicles

- 3.12 FORS is a free membership scheme that helps van and lorry operators in London to become safer, more efficient and more environmentally friendly. Further information this can be found at the following web address;

www.fors-online.org.uk

- 3.13 The occupant will be encouraged to ensure that their deliveries are done so using vehicles registered on this scheme.

TfL's Freight Information Portal

- 3.14 TfL provides a freight information portal which provides numerous pieces of information for freight operators wishing to enter the capital. Details such as the following are available:

- ▶ Health and Safety Issues;
- ▶ Dangerous loads – which tunnels they are able to travel through;
- ▶ Driver training and safety;
- ▶ London Lorry Control Scheme;
- ▶ Abnormal Loads; and
- ▶ Various publications.

Suppliers will be reminded of the availability of this information by the Site's management.

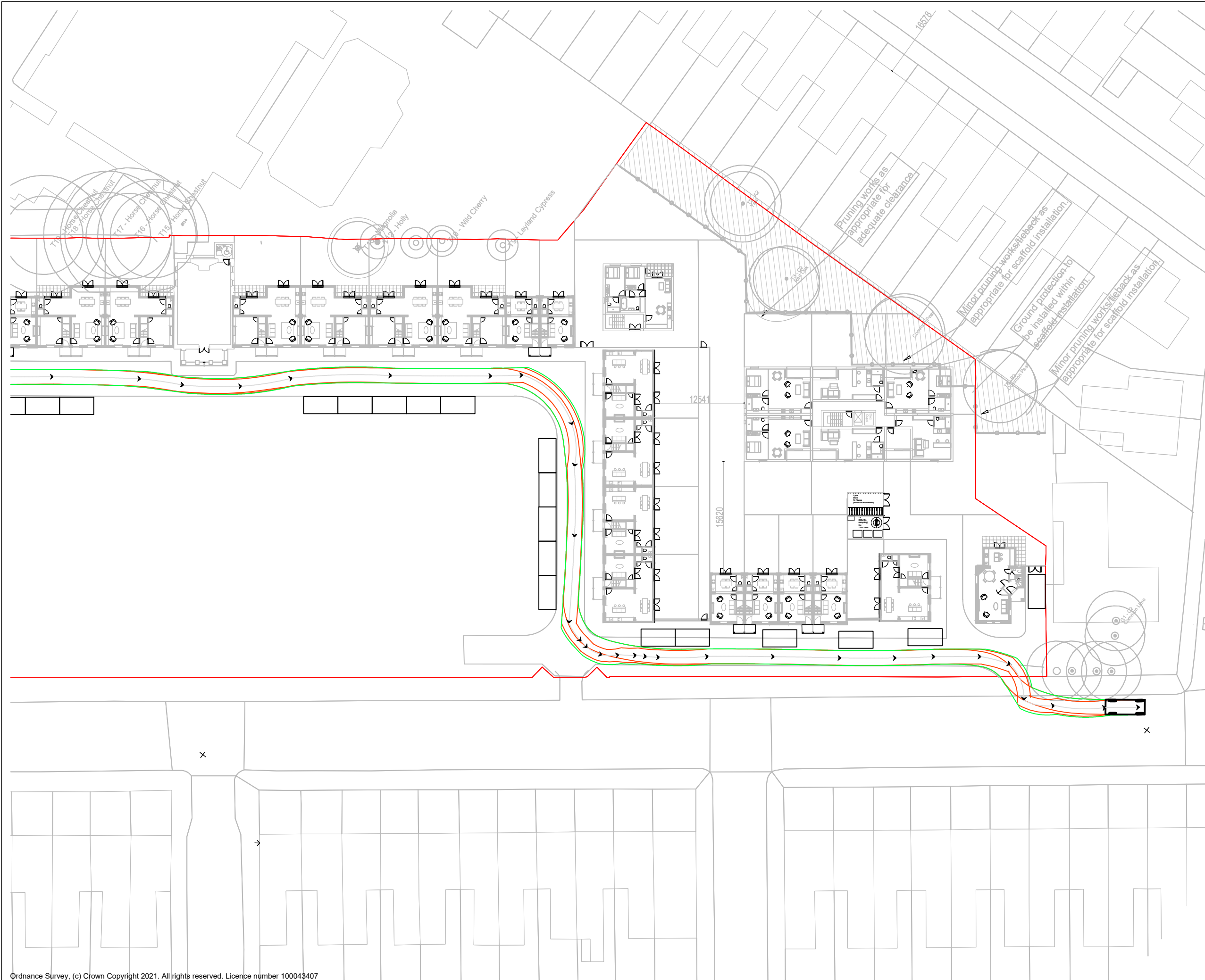
4.0 Summary

- 4.1 Motion has been instructed by The Drapers Almshouses Charity to prepare this Delivery and Servicing Plan (DSP) to accompany the planning application for the redevelopment of the charity owned dwellings surrounding Edmansons Close, Tottenham (herein referred to as 'the site').
- 4.2 The DSP has been prepared having regard to guidance provided by TfL in the document "*Delivery and Servicing Plans, Making freight work for you*".
- 4.3 The DSP sets out the approach to managing and communicating the DSP as well as how the DSP will be monitored and reviewed. Measures within this DSP will ensure that freight activity associated with the site is effectively managed in regard to the scale and nature of the Site.
- 4.4 It is therefore concluded that the approach to managing servicing and deliveries set out in this document will ensure that deliveries are undertaken in relation to the site in the safest and most efficient way. This will in turn result in a number of wider benefits to the Local Authority, local community and operators as well as the freight operators themselves.

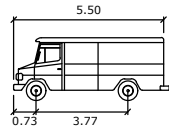
Appendix A

Swept Path Analysis - Delivery Van

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VAN 35T

Width
Track
Lock to Lock Time
Steering Angle

meters
: 2.08
: 2.08
: 6.0
: 41.5



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Project:
Edmansons Close, Tottenham

Title:
Swept Path Analysis
Delivery Van

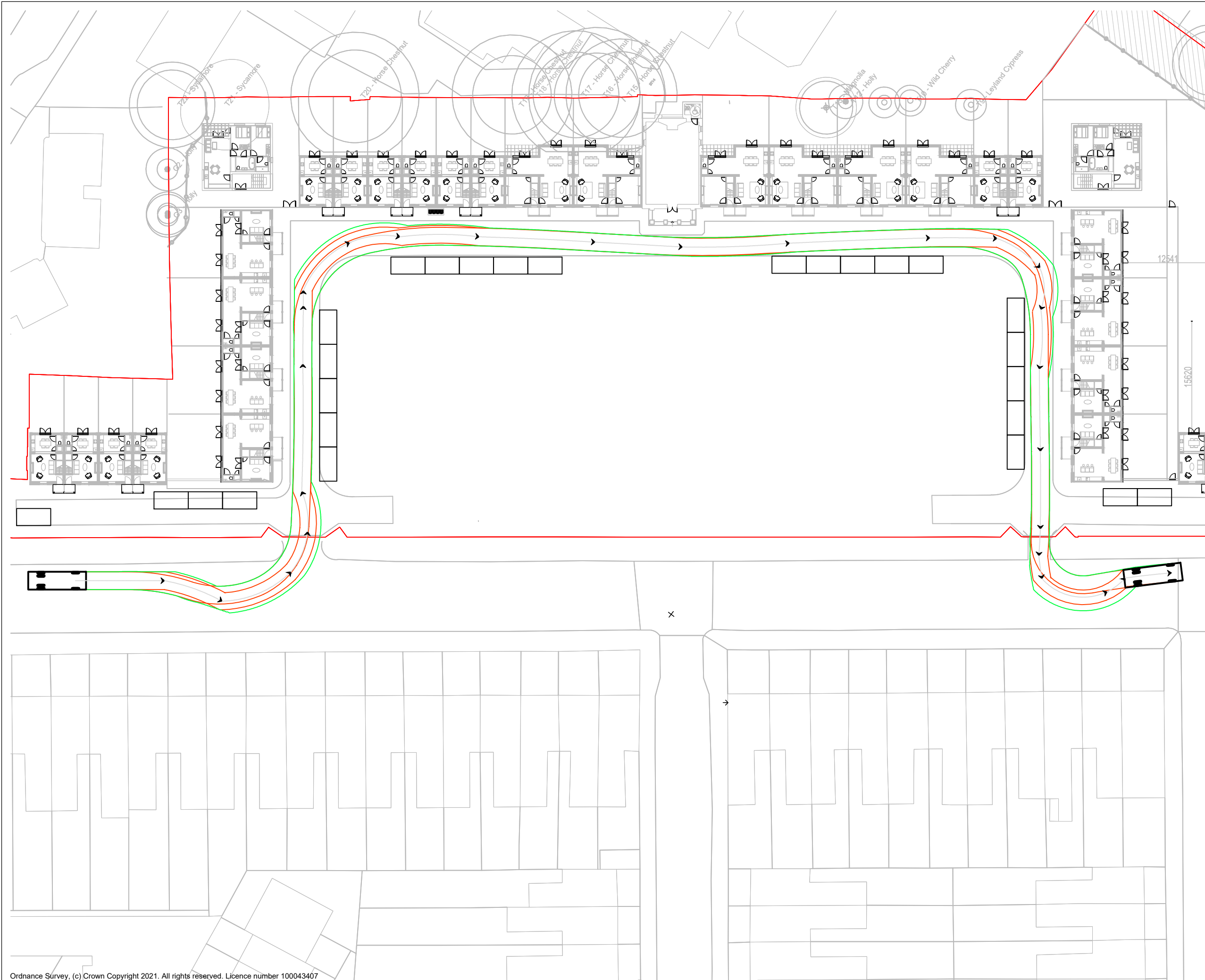
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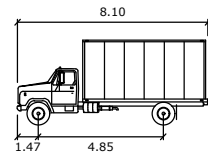
Revision:
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Appendix B

Swept Path Analysis – Panel Van



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RIGID VAN 17T

	metres
Width	: 2.50
Track	: 2.50
Lock to Lock Time	: 6.9
Steering Angle	: 38.8



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Title:
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Panel Van

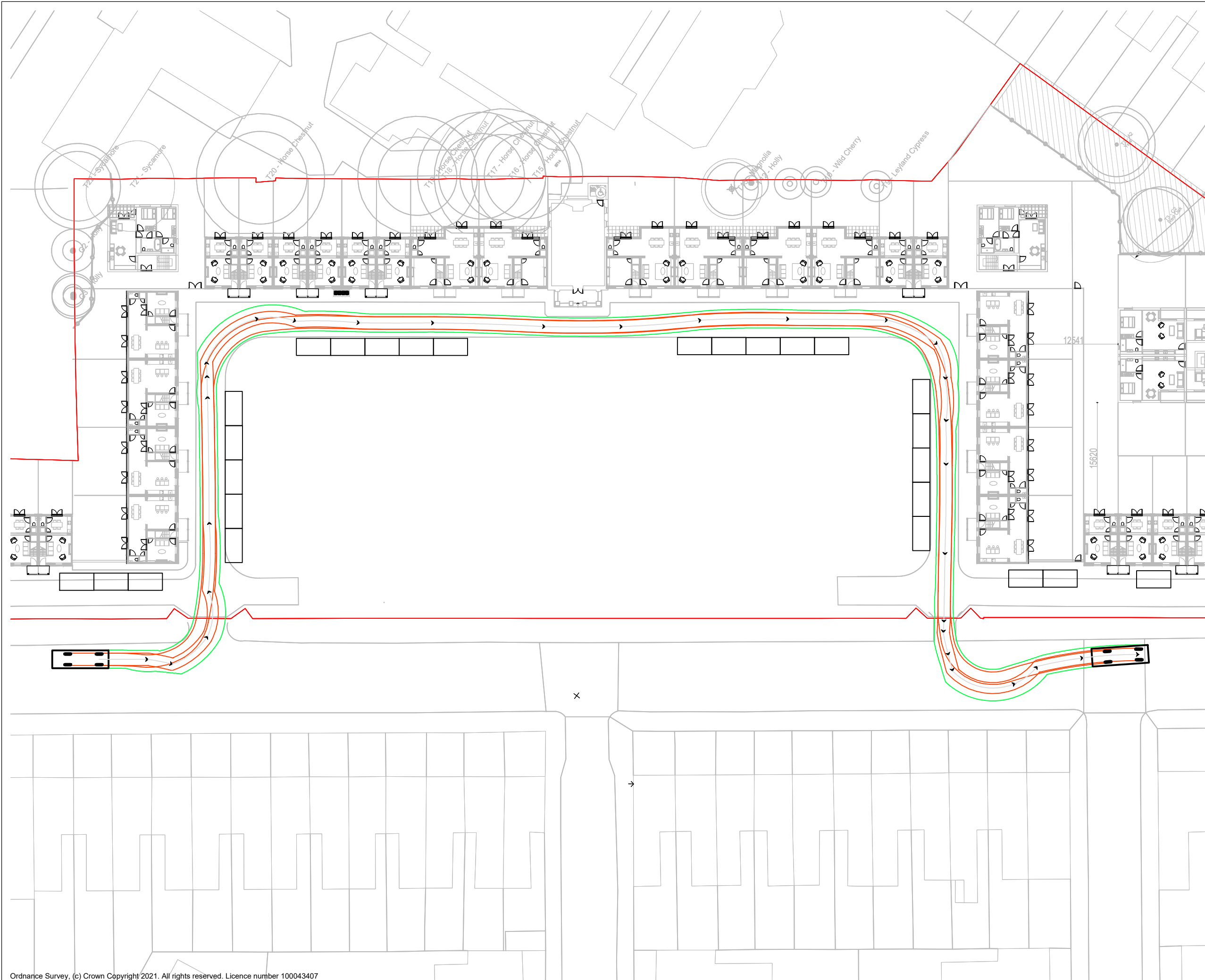
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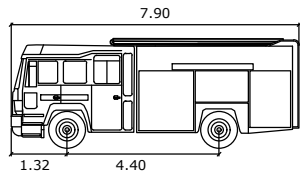
Revision:
D

Appendix C

Swept Path Analysis – Fire Appliance



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Pumping Appliance
meters
Width : 2.50 Lock to Lock Time : 6.0
Track : 1.75 Steering Angle : 34.3



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Project:
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Title:
**Swept Path Analysis
Fire Appliance**

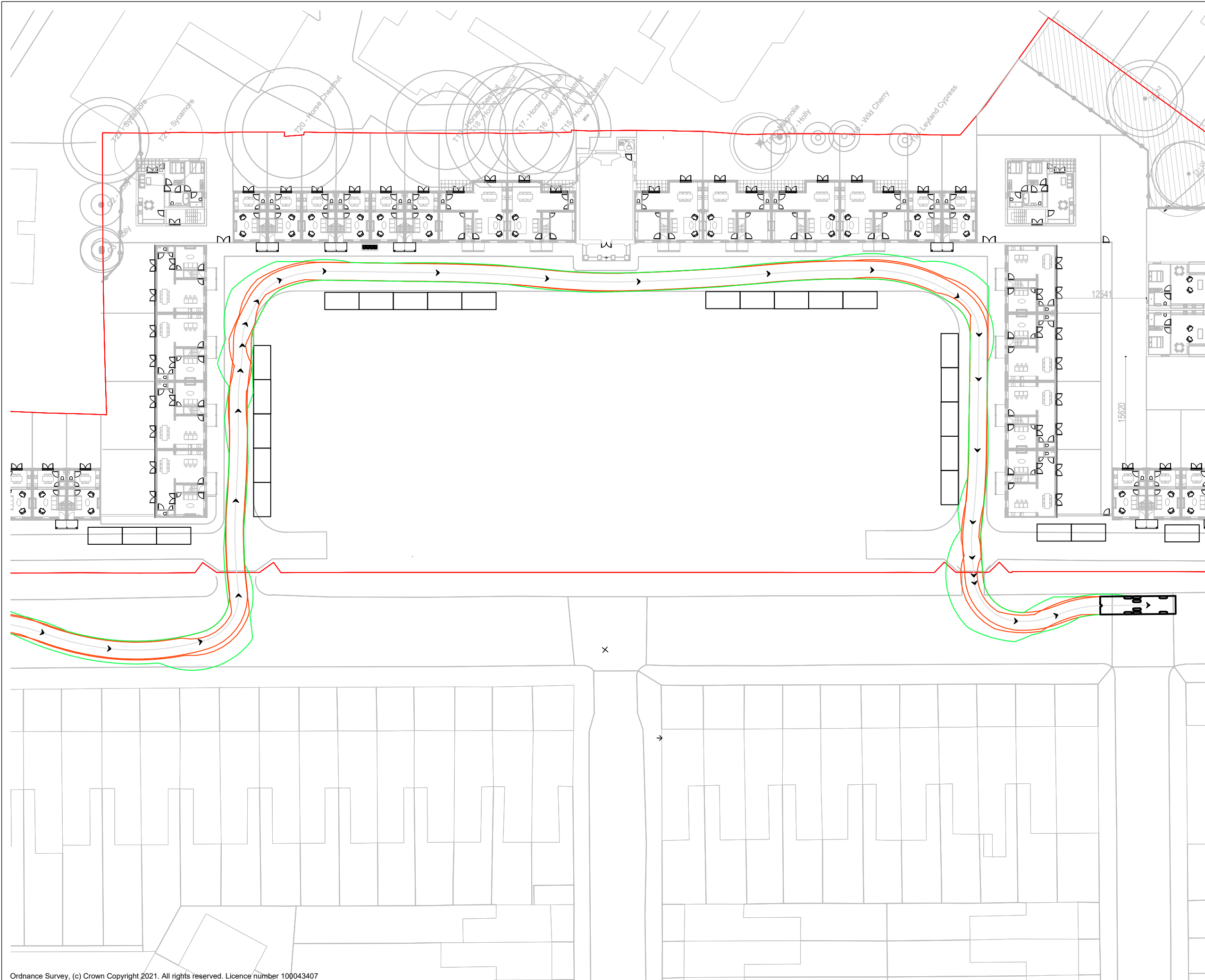
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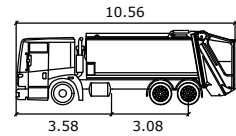
Revision:
D

Appendix D

Swept Path Analysis – Refuse Vehicle



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Mercedes Benz Econic 2629 LL 2012

Width	10.56
Track	3.58
Lock to Lock Time	3.08
Steering Angle	

meters

: 2.52
: 2.50
: 6.0
: 24.9



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Project:
Edmansons CClose, Tottenham

Title:
Swept Path Analysis
Refuse Vehicle

Scale: 1:500 (@ A3)

Drawing: 1906030-TK10	Revision: E
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Appendix E

Predicted LGV TRICs Generation

Motion High Street Guildford

Licence No: 734001

Calculation Reference: AUDIT-734001-220830-0804

TRIP RATE CALCULATION SELECTION PARAMETERS:

Land Use : 03 - RESIDENTIAL
 Category : M - MIXED PRIVATE/AFFORDABLE HOUSING
 TOTAL VEHICLES

Selected regions and areas:

01	GREATER LONDON	
BE	BEXLEY	1 days
BT	BRENT	1 days

This section displays the number of survey days per TRICS® sub-region in the selected set

Primary Filtering selection:

This data displays the chosen trip rate parameter and its selected range. Only sites that fall within the parameter range are included in the trip rate calculation.

Parameter:	No of Dwellings
Actual Range:	74 to 98 (units:)
Range Selected by User:	40 to 100 (units:)

Parking Spaces Range: All Surveys Included

Parking Spaces per Dwelling Range: All Surveys Included

Bedrooms per Dwelling Range: All Surveys Included

Percentage of dwellings privately owned: All Surveys Included

Public Transport Provision:

Selection by: Include all surveys

Date Range: 01/01/14 to 04/11/21

This data displays the range of survey dates selected. Only surveys that were conducted within this date range are included in the trip rate calculation.

Selected survey days:

Wednesday	1 days
Thursday	1 days

This data displays the number of selected surveys by day of the week.

Selected survey types:

Manual count	2 days
Directional ATC Count	0 days

This data displays the number of manual classified surveys and the number of unclassified ATC surveys, the total adding up to the overall number of surveys in the selected set. Manual surveys are undertaken using staff, whilst ATC surveys are undertaken using machines.

Selected Locations:

Suburban Area (PPS6 Out of Centre)	1
Neighbourhood Centre (PPS6 Local Centre)	1

This data displays the number of surveys per main location category within the selected set. The main location categories consist of Free Standing, Edge of Town, Suburban Area, Neighbourhood Centre, Edge of Town Centre, Town Centre and Not Known.

Selected Location Sub Categories:

Residential Zone	1
High Street	1

This data displays the number of surveys per location sub-category within the selected set. The location sub-categories consist of Commercial Zone, Industrial Zone, Development Zone, Residential Zone, Retail Zone, Built-Up Zone, Village, Out of Town, High Street and No Sub Category.

Motion High Street Guildford

Licence No: 734001

Secondary Filtering selection:

Use Class:

C3 2 days

This data displays the number of surveys per Use Class classification within the selected set. The Use Classes Order 2005 has been used for this purpose, which can be found within the Library module of TRICS®.

Population within 500m Range:

All Surveys Included

Population within 1 mile:

25,001 to 50,000 1 days

50,001 to 100,000 1 days

This data displays the number of selected surveys within stated 1-mile radii of population.

Population within 5 miles:

500,001 or More 2 days

This data displays the number of selected surveys within stated 5-mile radii of population.

Car ownership within 5 miles:

0.6 to 1.0 2 days

This data displays the number of selected surveys within stated ranges of average cars owned per residential dwelling, within a radius of 5-miles of selected survey sites.

Travel Plan:

Yes 1 days

No 1 days

This data displays the number of surveys within the selected set that were undertaken at sites with Travel Plans in place, and the number of surveys that were undertaken at sites without Travel Plans.

PTAL Rating:

4 Good 2 days

This data displays the number of selected surveys with PTAL Ratings.

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LIST OF SITES relevant to selection parameters

1	BE-03-M-04 JUBILEE WAY SIDCUP	BLOCKS OF FLATS		BEXLEY
	Neighbourhood Centre (PPS6 Local Centre) High Street			
	Total No of Dwellings:		98	
	Survey date: WEDNESDAY		19/09/18	Survey Type: MANUAL
2	BT-03-M-03 HIGH ROAD NEASDEN	BLOCKS OF FLATS		BRENT
	Suburban Area (PPS6 Out of Centre) Residential Zone			
	Total No of Dwellings:		74	
	Survey date: THURSDAY		19/05/16	Survey Type: MANUAL

This section provides a list of all survey sites and days in the selected set. For each individual survey site, it displays a unique site reference code and site address, the selected trip rate calculation parameter and its value, the day of the week and date of each survey, and whether the survey was a manual classified count or an ATC count.

Motion High Street Guildford

Licence No: 734001

TRIP RATE for Land Use 03 - RESIDENTIAL/M - MIXED PRIVATE/AFFORDABLE HOUSING

TOTAL VEHICLES

Calculation factor: 1 DWELLS

BOLD print indicates peak (busiest) period

Time Range	ARRIVALS			DEPARTURES			TOTALS		
	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	2	86	0.017	2	86	0.041	2	86	0.058
08:00 - 09:00	2	86	0.041	2	86	0.110	2	86	0.151
09:00 - 10:00	2	86	0.058	2	86	0.035	2	86	0.093
10:00 - 11:00	2	86	0.023	2	86	0.052	2	86	0.075
11:00 - 12:00	2	86	0.041	2	86	0.058	2	86	0.099
12:00 - 13:00	2	86	0.041	2	86	0.052	2	86	0.093
13:00 - 14:00	2	86	0.041	2	86	0.035	2	86	0.076
14:00 - 15:00	2	86	0.035	2	86	0.047	2	86	0.082
15:00 - 16:00	2	86	0.081	2	86	0.047	2	86	0.128
16:00 - 17:00	2	86	0.070	2	86	0.052	2	86	0.122
17:00 - 18:00	2	86	0.070	2	86	0.029	2	86	0.099
18:00 - 19:00	2	86	0.081	2	86	0.076	2	86	0.157
19:00 - 20:00	2	86	0.110	2	86	0.099	2	86	0.209
20:00 - 21:00	2	86	0.093	2	86	0.052	2	86	0.145
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			0.802			0.785			1.587

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

To obtain a trip rate, the average (mean) trip rate parameter value (TRP) is first calculated for all selected survey days that have count data available for the stated time period. The average (mean) number of arrivals, departures or totals (whichever applies) is also calculated (COUNT) for all selected survey days that have count data available for the stated time period. Then, the average count is divided by the average trip rate parameter value, and multiplied by the stated calculation factor (shown just above the table and abbreviated here as FACT). So, the method is: $COUNT/TRP*FACT$. Trip rates are then rounded to 3 decimal places.

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Parameter summary

Trip rate parameter range selected: 74 - 98 (units:)
 Survey date range: 01/01/14 - 04/11/21
 Number of weekdays (Monday-Friday): 2
 Number of Saturdays: 0
 Number of Sundays: 0
 Surveys automatically removed from selection: 0
 Surveys manually removed from selection: 0

This section displays a quick summary of some of the data filtering selections made by the TRICS® user. The trip rate calculation parameter range of all selected surveys is displayed first, followed by the range of minimum and maximum survey dates selected by the user. Then, the total number of selected weekdays and weekend days in the selected set of surveys are shown. Finally, the number of survey days that have been manually removed from the selected set outside of the standard filtering procedure are displayed.

Motion High Street Guildford

Licence No: 734001

TRIP RATE for Land Use 03 - RESIDENTIAL/M - MIXED PRIVATE/AFFORDABLE HOUSING

LGVS

Calculation factor: 1 DWELLS

BOLD print indicates peak (busiest) period

Time Range	ARRIVALS			DEPARTURES			TOTALS		
	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate	No. Days	Ave. DWELLS	Trip Rate
00:00 - 01:00									
01:00 - 02:00									
02:00 - 03:00									
03:00 - 04:00									
04:00 - 05:00									
05:00 - 06:00									
06:00 - 07:00									
07:00 - 08:00	2	86	0.000	2	86	0.000	2	86	0.000
08:00 - 09:00	2	86	0.000	2	86	0.000	2	86	0.000
09:00 - 10:00	2	86	0.012	2	86	0.006	2	86	0.018
10:00 - 11:00	2	86	0.012	2	86	0.017	2	86	0.029
11:00 - 12:00	2	86	0.006	2	86	0.006	2	86	0.012
12:00 - 13:00	2	86	0.012	2	86	0.012	2	86	0.024
13:00 - 14:00	2	86	0.006	2	86	0.006	2	86	0.012
14:00 - 15:00	2	86	0.006	2	86	0.000	2	86	0.006
15:00 - 16:00	2	86	0.000	2	86	0.000	2	86	0.000
16:00 - 17:00	2	86	0.017	2	86	0.017	2	86	0.034
17:00 - 18:00	2	86	0.000	2	86	0.000	2	86	0.000
18:00 - 19:00	2	86	0.000	2	86	0.000	2	86	0.000
19:00 - 20:00	2	86	0.000	2	86	0.000	2	86	0.000
20:00 - 21:00	2	86	0.000	2	86	0.000	2	86	0.000
21:00 - 22:00									
22:00 - 23:00									
23:00 - 24:00									
Total Rates:			0.071			0.064			0.135

This section displays the trip rate results based on the selected set of surveys and the selected count type (shown just above the table). It is split by three main columns, representing arrivals trips, departures trips, and total trips (arrivals plus departures). Within each of these main columns are three sub-columns. These display the number of survey days where count data is included (per time period), the average value of the selected trip rate calculation parameter (per time period), and the trip rate result (per time period). Total trip rates (the sum of the column) are also displayed at the foot of the table.

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