



Bridge Industrial

**RIVERSIDE HOUSE,
HILLINGDON**

Delivery Management Plan

November 2022

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1 INTRODUCTION

1.1 This Delivery Management Plan which is required to discharge Condition 9 of Planning Permission (Ref: 35755/APP/2021/4136) has been prepared by TTP Consulting on behalf of Bridge Industrial (the Landlord) for their Site on Riverside Road in the London Borough of Hillingdon. It will be updated by the incoming tenant to include contact details.

1.2 The document sets out how deliveries associated with the Site and in particular Heavy Goods Vehicles (HGV) will be managed with the aim to minimise the potential effects on the environment. It takes into account the nature of the Site insofar that the majority of the HGV movements would be operational and associated with the movement of materials or goods for manufacture or onward distribution.

1.3 Condition 9 of planning permission states that:

"Prior to occupation of the development hereby approved a Delivery and Servicing Plan shall be submitted to and approved in writing by the Local Planning Authority. This shall:

- rationalise the number of delivery and servicing trips, particularly during peak traffic periods;*
- ensure there is provision of adequate loading facilities;*
- ensure that the delivery space and time is actively controlled through a site booking plan; and*
- Provide details of measures which will be implemented to reduce neighbourhood impacts. Operators should also be able to demonstrate their sustainability through membership of the Freight Operators Recognition Scheme (FORS) or similar."*

1.4 Condition 9 also requires a Crane Management Plan to be submitted and approved in writing by Local Planning Authority in consultation with NATS, Heathrow Airport Safeguarding and the MOD.

1.5 Contact details for the Administration Team are as follows:

Name: _____

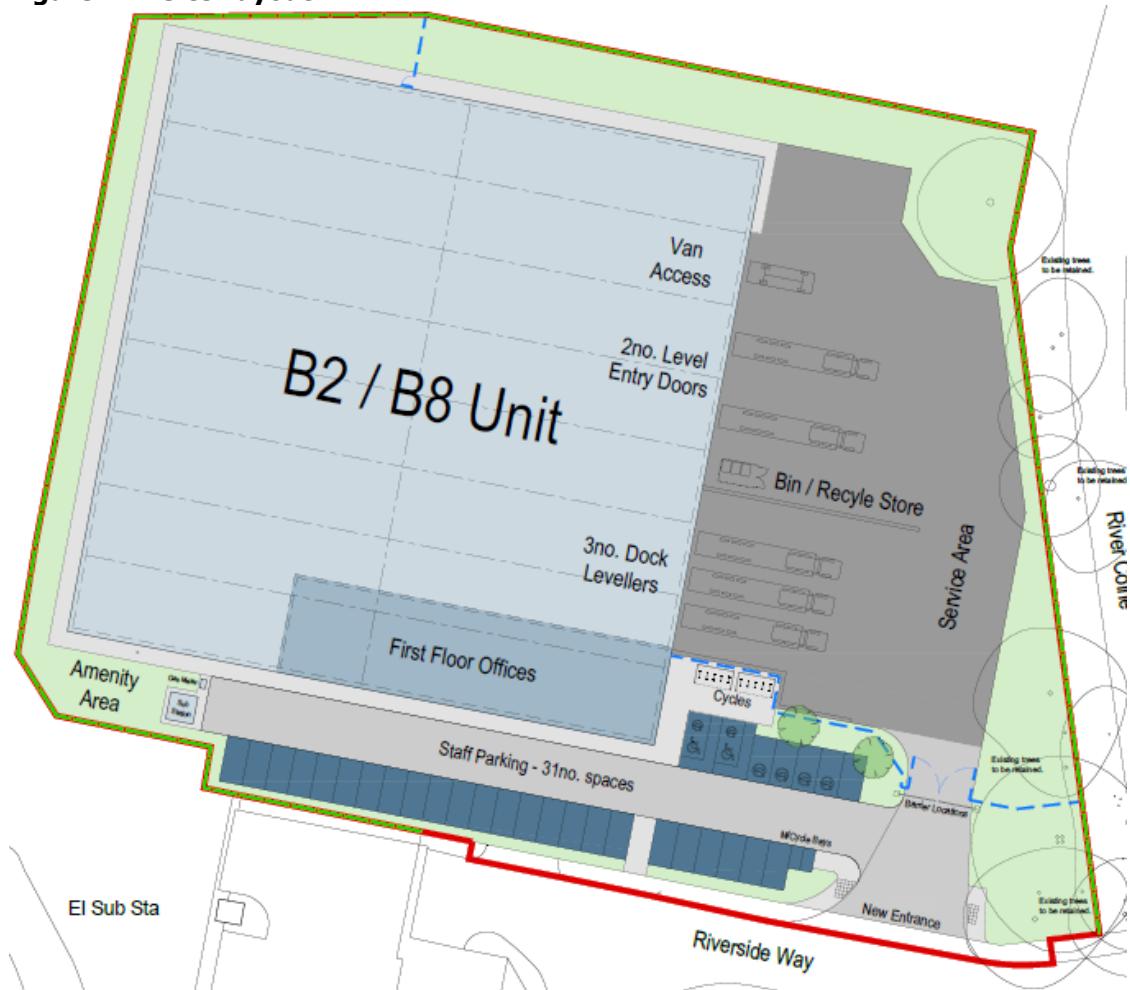
Email: _____

Tel: _____

2 THE SITE

2.1 The Site comprises of a 4,675sqm warehouse including ancillary office accommodation with parking for up to 31 cars; the provision includes 2 spaces reserved for Blue Badge holders and 6 spaces with EV Charging facilities. There is a yard to the east of the warehouse that caters for operational movements, with 3 Dock Levellers and 2 Level Entry Doors plus van access with access taken from Riverside Way as illustrated on **Figure 2.1**.

Figure 2.1: Site Layout



3 DELIVERY STRATEGY

Number and Type of Deliveries

3.1 The number and type of deliveries will depend on the nature of the Occupier which will include the movement of goods through the warehouse and traditional deliveries associated with the office element.

Warehouse

- Industrial occupiers would receive raw material and / or components which are used for manufacturing / assembling purposes. Goods are typically brought in using larger HGV, and then out of the warehouse for onward distribution to a third party with the size of vehicle dependent on the nature of the goods. The duration which goods are held in the warehouse will depend on the manufacturing and distribution process.
- Distribution warehouses typically receive goods from manufacturers using large HGV following which the goods are repackaged for onward travel using smaller vehicles, with goods only retained in the warehouse for short periods of time, typically hours.

Office

- Offices typically receive deliveries of stationery along with water, post and couriers each week, the majority of which would take place using a transit or similar size of vehicle.
- Deliveries are typically received via the office reception with drivers using visitor spaces within the car park.

Timing of Deliveries & HGV Movements

3.2 The timing of HGV movements associated with the warehouse will depend on the nature of the operation with 24hr access envisaged.

3.3 Deliveries to the office element are anticipated to be take place during typical office hours from 8am to 6pm.

HGV Routing

3.4 The Site is located within the Riverside Estate which connects to the wider highway network via a priority junction on the A4007 which caters for access to the A40 / M40 via the A4020, or south towards Hayes and Heathrow Airport via Cowley Road.

3.5 All HGV movements associated with the Site will use the most direct route to / from the strategic highway network unless instructed otherwise or undertaking a local delivery.

Restrictions

3.6 Drivers of vehicles undertaking a delivery to the offices (using a transit or similar sized vehicle) are expected to adhere to the following:

- Park in a designated parking space
- Switch off the engine when stationary

3.7 Drivers of HGV delivering stock to the warehouse / office are expected to adhere to the following:

- Park in a designated parking space
- Use reversing beepers or a banksman when undertaking reversing manoeuvres
- Not unload or wait on the highway
- Switch off the engine when stationary

3.8 Staff will be encouraged not to receive personnel deliveries at work.

Refuse Collection

3.9 The refuse store is located within the service yard.

- Waste and recycling will be collected by private contractor
- The nature of waste associated will depend on the tenant / use.

Crane Operation

3.10 The Occupier will make an application to the Airport Authority (at Heathrow Airport) in the event that they need to use a crane taller than the surrounding trees or 10m in height whichever the greater, with a copy of the link for the application form available at the link below:

<https://www.heathrow.com/company/team-heathrow/airside/crane-permit-applications>

Obligations

The Occupier

3.11 The Occupier will:

- sign up for membership of the Freight Operators Recognition Scheme (FORS) for its delivery drivers.
- aim to move towards a Euro VI fleet as soon as practicable

The Administration Team

3.12 The Administration Team will:

- Appoint a Goods In / Duty Manager who will be responsible for overseeing the receipt and dispatch of deliveries to the warehouse. Reception will receive goods for the office.
- Look to consolidate deliveries where ever possible which will reduce costs and the impact on the environment
- Look to use the most environmentally friendly vehicles (e.g. electric / hydrogen) for undertaking deliveries
- Maintain a record of deliveries to the office and HGV movements associated with the warehouse.
- Encourage companies delivering to the Site to sign up to the Fleet Operators Recognition System (FORS).

Review

3.13 The Delivery Management Plan will be reviewed on an annual basis on the 1st January each year or as when necessary.

