

St. Andrew's Gate, Town Centre Extension, Uxbridge Hybrid Planning Application Draft Delivery and Servicing Plan



ST. ANDREW'S PARK

UXBRIDGE



ST. MODWEN

Vinci St Modwen (VSM)

**St. Andrew's Gate, Town
Centre Extension, Uxbridge**

Draft Delivery and Servicing Plan

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Contents

1	INTRODUCTION.....	1
	Benefits	3
	DSP Scope	3
2	EXISTING SITUATION	4
	The Site and Surrounding Area	4
	Local Highway Network	4
	Delivery and Servicing Strategy	6
	Waste Storage and Collection	7
3	OBJECTIVES, INITIATIVES AND TARGETS.....	8
	Measures	8
4	EXPECTED DELIVERY SERVICNG TRIPS AND TARGETS.....	10
	Servicing Vehicle Types	10
	Targets	11
5	MONITORING AND REVIEW OF THE PLAN	12
6	CONCLUSION	14

Appendices

Appendix A	–	Example DSP Survey Template
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1 INTRODUCTION

- 1.1 This Draft Delivery and Servicing Plan ('DSP') has been prepared by Caneparo Associates on behalf of Vinci St Modwen (VSM) ('the Applicant') to accompany the planning application for the proposed development of the site known as St. Andrew's Gate, Town Centre Extension, Uxbridge ('the TCE site' / 'the site') within the London Borough of Hillingdon ('LBH').
- 1.2 The site comprises part of the former RAF Uxbridge base. It is bounded by the B483 Park Road & A4020 Hillingdon Road to the west and St Andrew's Road to the northeast, while the rest of the St Andrew's Park development is located to the east of the site.
- 1.3 The proposed development comprises a Hybrid Planning Application including a Full Element associated with the former Cinema building to deliver commercial uses with car parking, cycle parking, access, and landscaping and an Outline Element with all matters reserved, associated with the delivery of 356 dwellings with associated car parking, access, cycle parking, and landscaping. This Transport Assessment is submitted in relation to both the Full Element and Outline Element of the Hybrid Planning Application.
- 1.4 The description of development for the application is as follows:

"Hybrid planning permission comprising:

Outline planning permission (with all matters reserved) for residential development and commercial uses, to be occupied flexibly within Use Classes E(a), E(b), E(c), E(e), E(g)(i), E(g)(ii) and a convenience store (Use Class E(a)); plus car parking, hard and soft landscaping, and all other associated works.

Full planning permission for reinstatement of gym use (Use Class E(d)) and change of use to provide a café (Use Class E(b)) within the former cinema building; and external alterations; and associated car parking, hard and soft landscaping and all other associated works.

Masterplan to be delivered on a phased basis with Full proposals for the former cinema building to be delivered alongside Outline phases".

1.5 The hybrid application seeks planning consent for the following:

- In outline:
 - Creation of up to no. 356 residential dwellings (Class C3) within three new build blocks, of up to 10 storeys;
 - Up to 660sqm GIA of flexible commercial space (Use Classes E(a), E(b), E(c), E(e), E(g)(i) and E(g)(ii)) at ground floor level *and a* 440sqm convenience store (Class E(a); and,
 - Associated car parking and hard and soft landscaping.
- In full:
 - Change of use of the former cinema building to reinstate a gym (E(d)) in the Main Hall and change of use of former squash courts to a café (E(b));
 - Associated car parking and hard and soft landscaping and access alterations;
 - External alterations to the building.
 - Note: The details of the refurbishment of the building including all internal and external alterations are to be secured by a Listed Building Consent submitted in parallel.

1.6 This draft DSP outlines the measures that will be implemented with regards to the servicing activity associated with the proposed scheme. In addition, it sets out the way in which goods delivered to the site will be managed and monitored.

Benefits

1.7 This draft DSP aims to bring about a continual improvement in the way deliveries and servicing is undertaken by reducing its effect on the environment and local highway. It will also bring about several benefits to occupiers of the Development, including the following:

- Opportunities to consolidate deliveries, saving time and money;
- Improve safety by reducing the number of deliveries and overseeing activity on-site;
- Reduce harmful emissions using greener and smaller vehicles;
- Reduce congestion and environmental impacts, conversely resulting in improved air quality; and,
- Improve amenity for users of the development and the local area through reduced noise, emissions and intrusion from vehicles.

DSP Scope

1.8 The remainder of the DSP is set out as follows:

- Section 2 - Describes the site and proposed servicing arrangements;
- Section 3 - Identifies the objectives, initiatives and targets of the DSP;
- Section 4 - Details the monitoring and review of the DSP; and,
- Section 5 - Provides a conclusion

2.1 The location of the Site is illustrated in **Figure 2.1** below.



Source: ArcGIS Pro 2023

A4020 Hillingdon Road

2.2 The A4020 Hillingdon Road is a two-way carriageway located to the east of the site that operates in a broadly northwest-southeast orientation between Uxbridge Town Centre to the northwest and the A4020 Hillingdon Hill to the southwest. Outside the site, the A4020 Hillingdon Road operates a 40mph speed limit and features two lanes for general traffic in each direction, along with a bus lane in the northwest bound direction and a cycle lane in the southeast bound direction. The two lanes for general traffic are circa 6.5m in width for each direction, providing plenty of space for all vehicles.

- 2.3 The southeast bound lanes feature double yellow lines, preventing stopping at all times except when loading while the northwest bound lanes feature a single yellow line in the bus lane which is controlled by time plates preventing loading at all times. Both sides of the carriageway feature a bus stop outside the site, while the northwest bound bus lane is in operation between 08:00-18:30 from Monday to Saturday.

B483 Park Road

- 2.4 The B483 Park Road is a two-way carriageway which operates in a broadly north to south orientation between Swakeleys Roundabout / the A40 to the north and the A4020 Hillingdon Road to the south. The B483 Park Road is controlled by a 40mph speed limit and close to the site, each direction offers between two lanes allocated to general traffic, increasing to three lanes at junctions.
- 2.5 A bus stop can be found on both sides of the section of the B483 Park Road that bounds the site, with each bus stop featuring a lay-by. Both sides of the B483 Park Road feature double yellow lines, preventing stopping at all times, with some sections near the pedestrian crossing featuring white zig-zag lines which prevent all stopping and loading.

St Andrew's Road

- 2.6 St Andrew's Road is a two-way single carriageway which operates in a broadly east-west orientation along the northwestern edge of the site, connecting Vine Lane to the east with the B483 Park Road to the west. St Andrew's Road is controlled by a 20mph speed limit close to the site, while there are also double yellow lines on both sides of the carriageway which prevent stopping.
- 2.7 In 2024, LBH undertook changes to the junction between St Andrew's Road and Churchill Road to create a mini-roundabout where it was previously formed of a simple priority junction.

Spine Road

- 2.8 The Spine Road will be constructed as part of the consent (as amended) includes an access into the former Cinema building car parking area and provides route from Burton Road to Churchill Road which will also serve the future building located within Building Zone C of the Outline Element.

Northern Access Road

- 2.9 The Northern Access Road approved under the TCW RM consent (as amended) will provide an access to the TCE site boundary which extends west from St. Andrew's Road. The proposed scheme will extend the Northern Access Road within the TCE site to provide an appropriately sized turning head. The Northern Access Road, as extended, with the turning head incorporated, will provide access for servicing and deliveries associated with the future buildings located within Building Zones A and B.

Delivery and Servicing Strategy

- 2.10 Delivery and servicing activity will be undertaken in a manner which aligns with the wider St Andrew's Park site whereby all activity can be undertaken on-street, stopping at appropriate locations across the local road network. The majority of servicing activity will be contained within the Northern Access Road and the Spine Road, with the exception of the limited servicing activity associated with some activity for Building Zone A which will occur using legal on-street opportunities on St Andrew's Road.
- 2.11 A dedicated loading bay will be provided across the eastern side of Building Zone C on the Spine Road opposite Town Centre West Building 2 which enables large vehicles (up to a 10m rigid / large LBH waste vehicle) to use the bay. It is necessary to provide an inset loading bay in this location to reflect the geometry of the Spine Road in this location whilst providing servicing opportunities for commercial units within Building Zone C.
- 2.12 The Northern Access Road will be extended as part of the proposed development and provided with an appropriately sized turning head at its western end designed to accommodate vehicles up to a 10m rigid lorry / a large LBH waste vehicle. This will enable Building Zones A and B to be provided with appropriate vehicular access whilst improving vehicular access to Town Centre West Building Zone 1.
- 2.13 Servicing for the gym and café will be undertaken within the re-aligned and former cinema car park or on-street from the Spine Road. Within the car park area, vehicles are able to use the central parking aisle for loading and unloading activity for larger vehicles which will be coordinated with the commercial occupiers to use cones or similar to block access to the spaces temporarily in advance of servicing activity. Alternatively, smaller vehicles (i.e. van sized vehicles) will be able to use parking spaces or temporarily wait within the car park aisles.

Waste Storage and Collection

- 2.14 Detailed consideration has been given to how waste collection can occur as part of the proposed development and is illustrated within the Design and Access Statement for the illustrative scheme. The approach to waste collection is set out for each element of the masterplan below.
- 2.15 It is noted that illustrative waste storage calculations for the residential dwellings has been designed in accordance with LBH guidance. The illustrative scheme demonstrates that the waste capacity for no. 356 residential units in line with the target mix can be accommodated within the parameters.
- 2.16 The approach to waste storage and collection will be secured through any future Reserved Matters application with the approach to the illustrative scheme outlined below.
- Building Zone A will have waste collected either from St Andrew's Road or the Northern Access Road.
 - Building Zone B will have all waste collected from the Northern Access Road.
 - Building Zone C will have all waste collected from the Spine Road.
- 2.17 Commercial waste storage will be accommodated within individual units to accommodate the respective needs and collected using private waste management. An external waste store is provided for the gym and café uses. An internal store was not possible to achieve given the heritage constraints of the building. This is sensitively positioned to enable waste collection to occur within the former cinema car park or the spine road.
- 2.18 The use of Estate Management for the movement and management of bins where necessary is commonplace and considered acceptable. This aligns with the approach elsewhere at St. Andrew's Park including in relation to the TCW and LEOMB developments.
- 2.19 The turning head proposed at the western end of the Northern Access Road has been designed to accommodate a LBH waste vehicle and ensure vehicles can enter and leave in forward gear whilst the Spine Road and existing highway network are designed to accommodate waste vehicles in any regard.

3 OBJECTIVES, INITIATIVES AND TARGETS

3.1 In accordance with TfL's Delivery and Servicing Plan Guidance, a DSP's objectives need to derive from regional and local policy. The following objectives are proposed to be adopted:

- To ensure that, where possible, deliveries are planned so that the impact upon the local highway network is minimised, particularly with respect of sufficient space available on street and to align with the principles of Policy DMT1 of the Hillingdon Local Plan Part 2 (2020); Policy T7 of the London Plan 2021 and Paragraph 112 of the NPPF;
- To ensure that, where possible, deliveries are undertaken by small to medium sized vehicles (e.g. bicycles, motorbikes, and vans) and electric or hybrid vehicles to align with the principles of Policy T7 of the London Plan 2021 and Paragraph 112 of the NPPF;
- To ensure that vehicles load/unload for the minimum time necessary, to ensure that the space available on-street is available for incoming vehicles whenever possible to align with the principles of Policy T7 of the London Plan 2021 and Paragraph 112 of the NPPF;
- To ensure appropriate waste storage facilities are maintained at all times, including sufficient storage for recyclable materials to reduce the amount of waste going to landfill in accordance with Policy SI7 of the London Plan; and
- To reduce the number of deliveries where possible through consolidation, shared suppliers and using locally based suppliers to align with the principles of Policy T7 of the London Plan 2021 and Paragraph 112 of the NPPF.

Measures

3.2 Due to the nature of the proposed residential aspect of the development, there will be no dedicated person appointed to oversee the servicing operations for this element of the development.

3.3 Notwithstanding this, the occupier of the commercial elements (commercial units within both the outline and full elements of the planning application) will be expected to benefit from on-site management who will be able to oversee the servicing operations for the respective commercial elements, to ensure servicing activity is undertaken safely and efficiently.



- 3.4 On-site staff will be made aware of any forthcoming servicing activity, particularly, if/when exceptional activity is planned/expected. A Site Manager will be appointed prior to occupation of the development to manage ensure services and deliveries are appropriately coordinated.
- 3.5 The Site Manager will be responsible for the smooth and efficient operation of the "Plan".

4 EXPECTED DELIVERY SERVICING TRIPS AND TARGETS

- 4.1 The proposed residential element of the development would not be expected to generate any material increases in servicing trips across the wider highway network. In reality, the servicing vehicles that are already operating across St Andrew's Park such as Royal Mail, couriers and online delivery companies will be expected to carry more goods / letters per vehicle to serve the proposed site. This will result in an increase in vehicle movements within St Andrew's Park itself as individual properties are served; however, there will be no increase in trips across the wider highway network.
- 4.2 Notwithstanding the above, proposed residential dwellings are expected to generate a demand for servicing in the order of 0.15 vehicles per dwelling per day, reflecting an increase in personal and home deliveries in recent years. This would suggest that the proposed dwellings could generate a demand for 53 deliveries per day. This is comparable to the trip generation assessment which calculated that the proposed development would generate a demand for 57 deliveries per day (LGV daily trips). Such a level of servicing activity, once spread across a typical day, would be able to be readily accommodated within the site and is considered acceptable.
- 4.3 With respect to the commercial elements of the Outline element of the proposed development, The City of London Loading Bay Reckoner (an industry standard methodology for calculating loading and servicing demands for retail and office developments) calculates that retail units generate 1.35 deliveries per 100 sqm GEA of floorspace per day. As such, based on the maximum parameter of 1,100sqm GIA (c.1,210sqm GEA) of floorspace (comprising 660sqm of flexible commercial and 440sqm fixed for use as a food store), the retail units within the outline element of the proposed development will generate 16-17 deliveries per day.
- 4.4 The former cinema building will accommodate a 216sqm café and a 776sqm gym. It is expected that the café would generate 1-3 deliveries per day whilst the proposed gym would generate less than 1 delivery per day.

Servicing Vehicle Types

- 4.5 It is anticipated that the vast majority of deliveries for the residential elements of the development, the proposed gym and cafe will be undertaken by small to medium sized vehicles e.g. transit vans, with an infrequent demand for larger vehicles. The dimensions of the vehicles expected to service the development are included below:

- 3.5t Panel Van, 5.3m length x 2m width; and,
- 4.6t Light Van, 5.9m length x 2m width (transit van).

- 4.6 The proposed food store is expected to be principally served by larger vehicles including c.10m rigid lorries.
- 4.7 Whilst the majority of activity will be undertaken by smaller vehicles, infrequent deliveries by larger vehicles such as waste collection will be expected and larger vehicles for the food store.
- 4.8 It is anticipated that the vast majority of deliveries will be undertaken by motorcycles, cars and transit/panel vans, and suppliers will be encouraged to use vehicles of this size, where possible.

Targets

- 4.9 In accordance with TfL's guidance, targets should be set out within the DSP associated with the number and type of deliveries anticipated to serve a development and these targets should be SMART: Specific, Measurable, Achievable, Realistic and Timely.
- 4.10 The Targets for the proposed development are as follows:
- To reduce the number of deliveries associated with the proposed development within five years of occupation by 10% over the course of an average week.
 - To increase the proportion of deliveries by low/no emission vehicles to at least 10% of all deliveries undertaken over the course of an average week within five years of occupation.
- 4.11 It is recognised that it is not possible to set out accurate targets far in the future, even when based on actual delivery and servicing data (i.e. when the initial period of monitoring has been undertaken). Given this, it should be acknowledged that the targets may change over time as results from on-going monitoring surveys become available. Indeed, such targets are not necessary to make the development acceptable in planning terms, but reflect the aspirational achievements to reduce the impact that deliveries may have. These targets can be incorporated in the illustrative scheme and the parameters to be secured under the Outline planning application within which future Reserved Matters Applications will seek to achieve these.

5 MONITORING AND REVIEW OF THE PLAN

- 5.1 An important component of the DSP is to ensure that appropriate monitoring is undertaken to assess its outcomes and provide the opportunity for it to be reviewed and amended accordingly. This section of the DSP outlines the approach that will be taken.
- 5.2 As set out in TfL's guidance for DSP's, *"the DSP owner will need to undertake appropriate monitoring of how well the DSP is being implemented (are the policies being followed?) and how well it is achieving its objectives (is the number of trips reducing, for example?). Collecting data on a regular basis is an important means of ascertaining this"*.
- 5.3 The Site Manager(s) associated with the commercial units will seek to maintain a record of servicing to align with the example survey set out within TfL's Delivery and Servicing Plan Guidance for which a copy is included at **Appendix A**. The record will include the following information:
- Date
 - Time of arrival
 - Time of departure
 - Location of vehicle (where has the driver parked)
 - Vehicle type
 - Fuel type
 - Goods carried (and how many)
 - Any other comments
- 5.4 The above records will be used to assess the effectiveness of the Objectives and Targets set out within this Draft DSP, including the proposals for reducing the overall number of deliveries and recording the proportion of deliveries by low or no-emission vehicles.
- 5.5 The Site Manager will constantly monitor/review the success of the Plan and, if considered necessary/appropriate, will propose changes to the Plan (to be approved by LBH).

- 5.6 The Site Manager will review any comments received from occupants of the Development and/or third parties regarding servicing activity and notify LBH if necessary/appropriate during the next annual review of the Plan.
- 5.7 Should it be recognised that the delivery and servicing of the Proposed Development is experiencing issues (e.g. managing the number or time of deliveries each day), further measures will be adopted as appropriate. This may include measures such as:
- Re-moding deliveries – deliveries are undertaken by smaller vehicles where appropriate such as by bicycle and motorcycle (e.g. for newspapers or other small items).
 - Re-timing deliveries – deliveries being undertaken before 7am and after 7pm to ease the number of deliveries during the peak daytime hours.

6 CONCLUSION

- 6.1 Overall, the Draft DSP will ensure the successful operation of servicing activity on a day-to-day basis whilst respecting residential amenity and reducing potential impacts to bus infrastructure around the site.
- 6.2 The key principles of deliveries and servicing have been considered and incorporated into the Outline element of the scheme and will be brought forward in line with the parameters and Design Code in due course.
- 6.3 With respect to the Full element, deliveries and servicing for the new café and gym uses in the former cinema building are set out in this report and will be incorporated into the development and could be subject to a suitably worded planning condition.
- 6.4 The DSP will ensure that the likelihood of conflicts with pedestrians and other vehicles will be minimised and that the servicing of the development will not affect the free flow or environmental condition of the public highway.
- 6.5 The DSP will be secured by condition and submitted for approval prior to occupation.

Appendix A

Appendix C: Example of survey for deliveries and servicing

These questions can be used to monitor the deliveries and servicing at a site over a period of 2-4 weeks. Further questions can be added. of 2-4 weeks. Further questions can be added.

Date	Time	Where has the driver parked ? (on or off-street)	Inbound or Outbound	Vehicle type (pedestrian, bicycle, motorbike, van, lorry)	Fuel type (petrol, diesel, electric, hybrid, no fuel)	Was there any delay to the vehicle in immediate vicinity of the site?	Dept delivering to or collecting from	How many suppliers in the delivery?	Type of goods? (e.g. office supplies, food, waste)	Size and number of goods units