FORMER GARDEN CENTRE, SIPSON, SIPSON ROAD

DELIVERY AND SERVICING PLAN

December 2023

Bidwells

B2 USE
FORMER GARDEN CENTRE
SIPSON, SIPSON ROAD

DELIVERY AND SERVICING PLAN

CONTROLLED DOCUMENT

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Rev.	*Date*	*By*	*Summary of Changes*	*Aprvd*
2	December 2023	LOM	Updated Site Plan	JNR
3	December 2023	LOM	Updated Site Plan	JNR

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B2 USE
FORMER GARDEN CENTRE
SIPSON, SIPSON ROAD

DELIVERY AND SERVICING PLAN

Contents

Figures

Appendices

1. INTRODUCTION

1.1 This Delivery and Servicing Plan (DSP) has been prepared by Paul Basham Associates on behalf of Bidwells to support a planning application for a B2 use class development comprising a specialist vehicle servicing site totalling 1,450sqm at the Former Garden Centre, Sipson Road, Sipson.

1.2 Paul Basham Associates have prepared a Transport Assessment (TA), Travel Plan (TP) and Operational Management Plan (OMP) as part of the application.

1.3 This DSP has been prepared using TfL's Delivery and Servicing Plan Guidance (December 2020).

Site Context

1.4 The site is located off Sipson Road, approximately 300m south of Junction 4 of the M4 and is bound by residential properties to the south, The Plough public house to the north, the M4 to the east and Sipson Road to the west.

Development Proposals

1.5 The proposed development consists of 1,450sqm of B2 land use for a specialist vehicle servicing centre with associated car parking, HGV parking and cycle parking. The 1,450sqm consists predominantly of workshop space, with ancillary office space. The specialist vehicles to be serviced at the site are electric and associated with the operation of the nearby Heathrow airport.

1.6 Access would continue to be taken from Sipson Road as existing. Suitable visibility is achievable as demonstrated in the TA. A bellmouth would lead into the proposed development, with gates set back sufficiently from Sipson Road to allow vehicles to wait clear of the public highway. The gates are designed to open inwards.

1.7 Within the site, staff and visitor parking is provided on the left, with a clear route through to the rear for vehicles to be serviced. There is a tarmac operational area to the rear that provides space for vehicles to be serviced, and this also provides turning space for delivery vehicles to turn.

Benefits of a DSP

1.8 The TfL "Delivery and Servicing Plan Guidance" (2020) sets out the following benefits of the effective implementation of a DSP for developers, landlords, management companies and tenants:

- Save time and money, for example a delivery booking system can free up space and employees' time;
- Contribute to Corporate Social Responsibility, for example out-of-peak delivery hours can reduce local congestion, and cleaner and more efficient deliveries help to achieve carbon reduction targets; and
- Improve everyone's safety, for example by providing adequate off-street loading bays.

Objectives of a DSP

1.9 DSP's consist of a range of tools, actions and interventions aimed at reducing and re-timing deliveries, redefining building operations and ensuring procurement activities account for vehicle movement and emissions.

Local Freight Policy

1.10 The following policies within the London Plan (2021) are pertinent to delivery and servicing activity within the development:

- Policy T2 Healthy Streets B: Development plans should: promote and demonstrate the application of the Mayor's Healthy Streets Approach to: improve health and reduce health inequalities; reduce car dominance, ownership and use, road danger, severance, vehicle emissions and noise; increase walking, cycling and public transport use; improve street safety, comfort, convenience and amenity; and support these outcomes through sensitively designed freight facilities.

- Policy T7 Deliveries, Servicing and Construction:

  A) Development plans and development proposals should facilitate sustainable freight movement by rail, waterways and road.

  G) Development proposals should facilitate safe, clean and efficient deliveries and servicing. Provision of adequate space for servicing, storage and deliveries should be made off-street, with on-street loading bays only used where this is not possible. Construction Logistics Plans and Delivery and Servicing Plans will be required and should be developed in accordance with Transport for London guidance and in a way which reflects the scale and complexities of developments.

H) Development should be designed and managed so that deliveries can be received outside of peak hours and in the evening or night-time. Appropriate facilities are required to minimise additional freight trips arising from missed deliveries and thus facilitate efficient online retailing.

1.11 Measures have been included within this DSP to encourage delivery and servicing activity to occur outside the peak hours.

1.12 The London Freight and Servicing Action Plan (2019) aims to work with boroughs, businesses and the freight and servicing industry to transform how deliveries are made in London. The action plan states that development proposals should submit DSPs in line with guidance.

2. SITE SPECIFIC INFORMATION

2.1 The proposed development would be accessed via the existing arrangement off Sipson Road, that will remain unchanged as part of the proposed scheme. The proposed access will take the form of a bellmouth arrangement and will measure approximately 6.5m wide. The core days the facility will be in operation are Monday-Friday, 0700-1800. Airside vehicle recovery can be required 24/7 and so occasional use outside of these hours will occasionally be required.

Local Highway Network

2.2 Sipson Road is a single carriageway road that measures approximately 7m in width and is subject to a 30mph speed limit within the vicinity of the site. Approximately 15m south of the site access the speed limit reduces to 20mph upon entry to Sipson village. Approximately 200m to the north, Sipson Road meets a four arm roundabout with Holloway Lane and an access to employment space.

2.3 All roads surrounding the site are located within TfL's Ultra Low Emission Zone (ULEZ), which operates 24 hours a day, every day of the year.

2.4 There are some height/weight restrictions on the local road network surrounding the site, including a low bridge upon entry to Heathrow and a 6t limit in Harlington as shown in **Figure 1**.

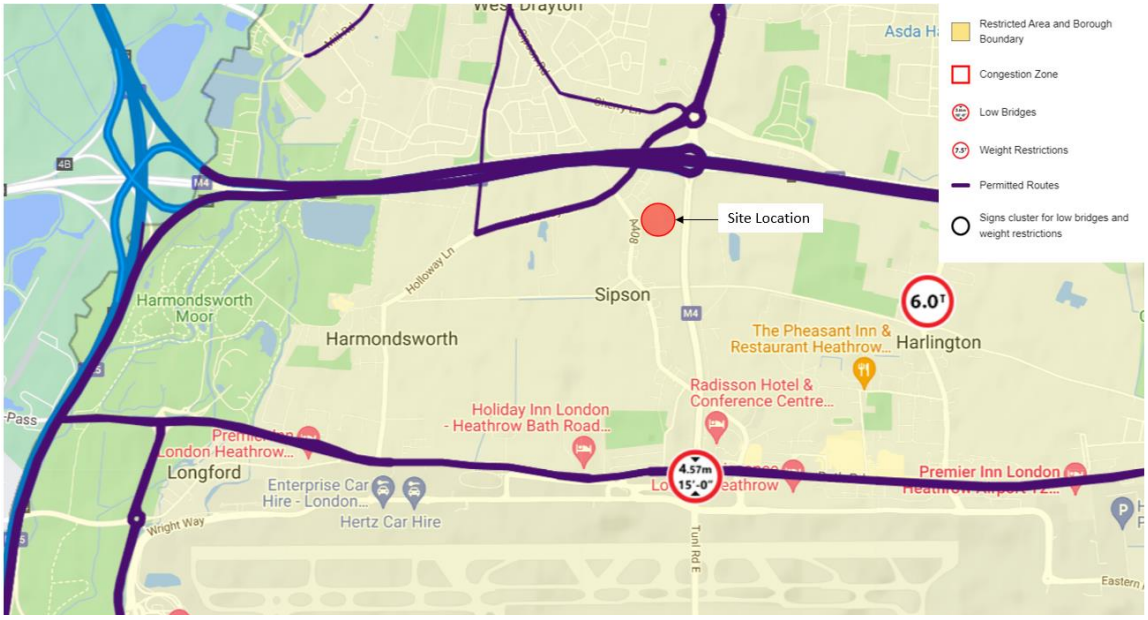


Figure 1: Local Weight and Height Restrictions

Strategic Highway Network

2.5 The Transport for London Road Network (TLRN) is made up of London's 'red routes' which are the capital's main routes. TfL encourage all construction and HGV traffic to utilise the TLRN and avoid local level roads where possible to reduce impact on the highway network. **Figure 2** illustrates the TLRN in the vicinity of the site. The east-west M4 and spur to Heathrow also form part of the strategic highway network.

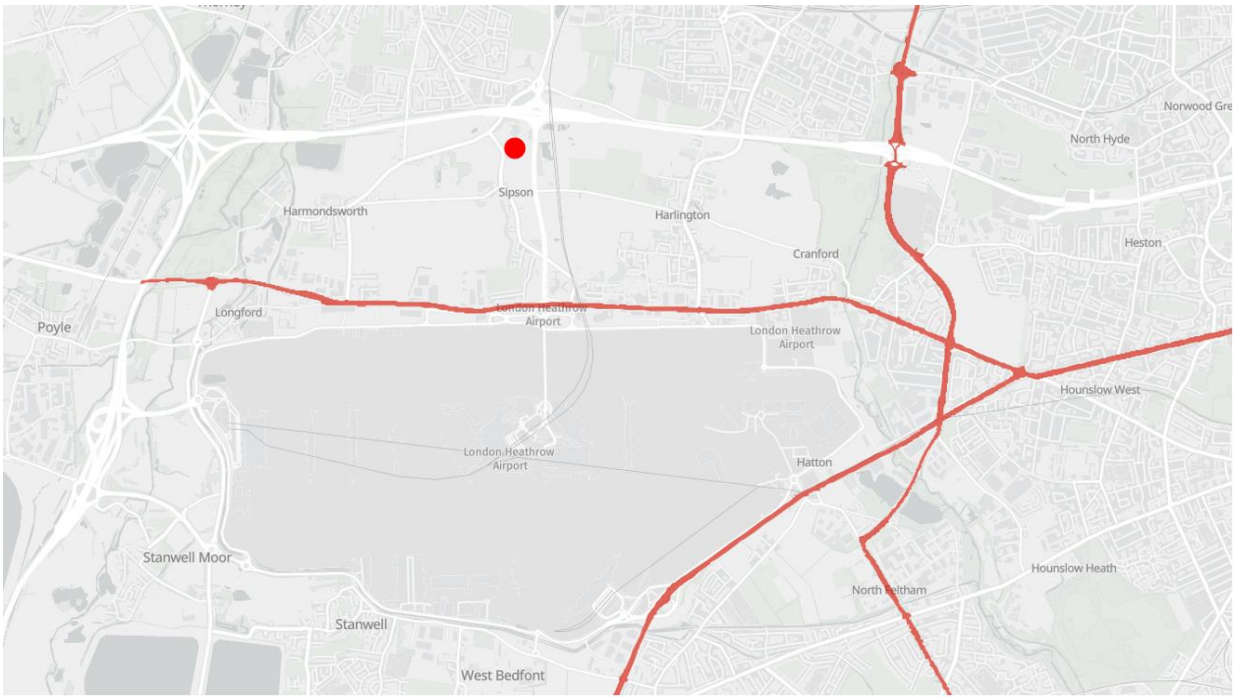


Figure 2: Strategic Highway Network (TRLN)

2.6 The development site is therefore within a short distance of the SRN, with the route from the M4 being less than 800m in length.

Delivery and Servicing Arrangements

2.7 The proposed scheme provides three oversize bays that would be suitable for small delivery vehicles to utilise. This is shown in **Appendix A**. Larger delivery vehicles can utilise the operational hardstanding area to turn if necessary. Tracking for each of these is shown in **Appendix B**.

Refuse and Recycling

2.8 One of the proposed 8 servicing bays would be used for storage. Any waste generated by the proposed development would either be removed by specialist collection vehicles or general refuse collection. It is likely that these functions would be undertaken by private companies. Based on the vehicle tracking exercises shown in **Appendix B** there is sufficient space to accommodate the on-site turning of waste/refuse collection vehicles.

3. DSP OBJECTIVES AND MEASURES

3.1 This section of the report outlines the objectives of the DSP and associated measures identified within the London Plan. This covers physical infrastructure, policies and day to day management.

Objectives

3.2 The objectives of the DSP based on the London plan include:

- Minimise the impact of delivery and servicing activity;
- Ensure there is adequate provision for the level of delivery and servicing activity expected;
- Identify if delivery and servicing movements can be undertaken outside peak network hours;
- Promote the use of low or zero emission vehicles for delivery and servicing;
- Reduce CO2 and air pollutant emissions associated with goods vehicles; and
- Reduce noise impacts associated with goods vehicles.

Proposed Physical Infrastructure

3.3 The proposed development would be served by an internal access road, which would include dedicated turning area for smaller delivery vehicles and the larger operational hardstanding area. In combination these can accommodate any size delivery/servicing vehicle that would reasonably be expected.

3.4 The number of delivery and servicing trips associated with the proposed development has been estimated below. The total number of vehicle trips generated is less than a previously consented use on the site and therefore the highway impact should be comparatively less.

3.5 Provision of short stay cycle parking will be used to accommodate any cargo bike deliveries. Electric vehicle charging would be available on site in the general car park and in the operational area.

Proposed Site Policies

3.6 The following policies would be implemented by the proposed operator:

- Specify that all suppliers will be FORS accredited (from bronze, silver and gold);
- Encourage vehicles to travel via the TLRN for the majority of their journey and avoid local roads where possible;
- Encourage staff to source items locally or from the same supplier to reduce the number of deliveries to site;
- Implement a requirement for all goods vehicles to visit the site outside the network peak hours;
- The site is within the ULEZ, therefore goods vehicles visiting the site will likely be low emission.

This will be encouraged as part of this DSP;

- Direct delivery and servicing vehicles to avoid travelling through Sipson Village;
- Consider implementing a requirement for all delivery and servicing activity to be undertaken using electric vehicles; and
- Consider implementing a personal delivery policy for staff.

Delivery and Servicing Trips & Targets

3.7 The level of delivery and servicing activity expected at the development is set out below, as well as targets for how these could be reduced over time. Delivery and servicing activity associated with the development is expected to consist of:

- Daily postal deliveries;
- Online staff deliveries such as Amazon;
- Weekly waste collection;
- Specialist waste collection (e.g. used engine oil); and
- Delivery of materials used in servicing of vehicles.

3.8 As per the TA, it is estimated that these movements would consist of approx. 10 per day. At this stage, exact targets cannot be set until the site is open and operational, with surveys required to quantify the actual baseline number of movements. However, to achieve the objectives of this DSP, the following targets are anticipated:

- Achieve certain proportion of delivery and servicing trips undertaken by electric or low emission vehicles;
- Ensure no goods vehicles accessing the site during the network peak hours;
- Investigate opportunities for consolidation with deliveries to operator's other nearby businesses; and
- Minimise number of suppliers to consolidate deliveries.

4. MONITORING AND MANAGEMENT

4.1 It is proposed that, in line with the Travel Plan, a survey will be undertaken within 6 months of the building opening. These surveys are expected to last 2 – 4 weeks to obtain a clear understanding of the average servicing patterns.

4.2 It is proposed that the management team of the site will be responsible for undertaking these surveys. The following information will be collected:

- Date;
- Time of entry and exit;
- In or outbound; and
- Vehicle type and emission status (LGV, motorcycle, HGV, cargo bike).

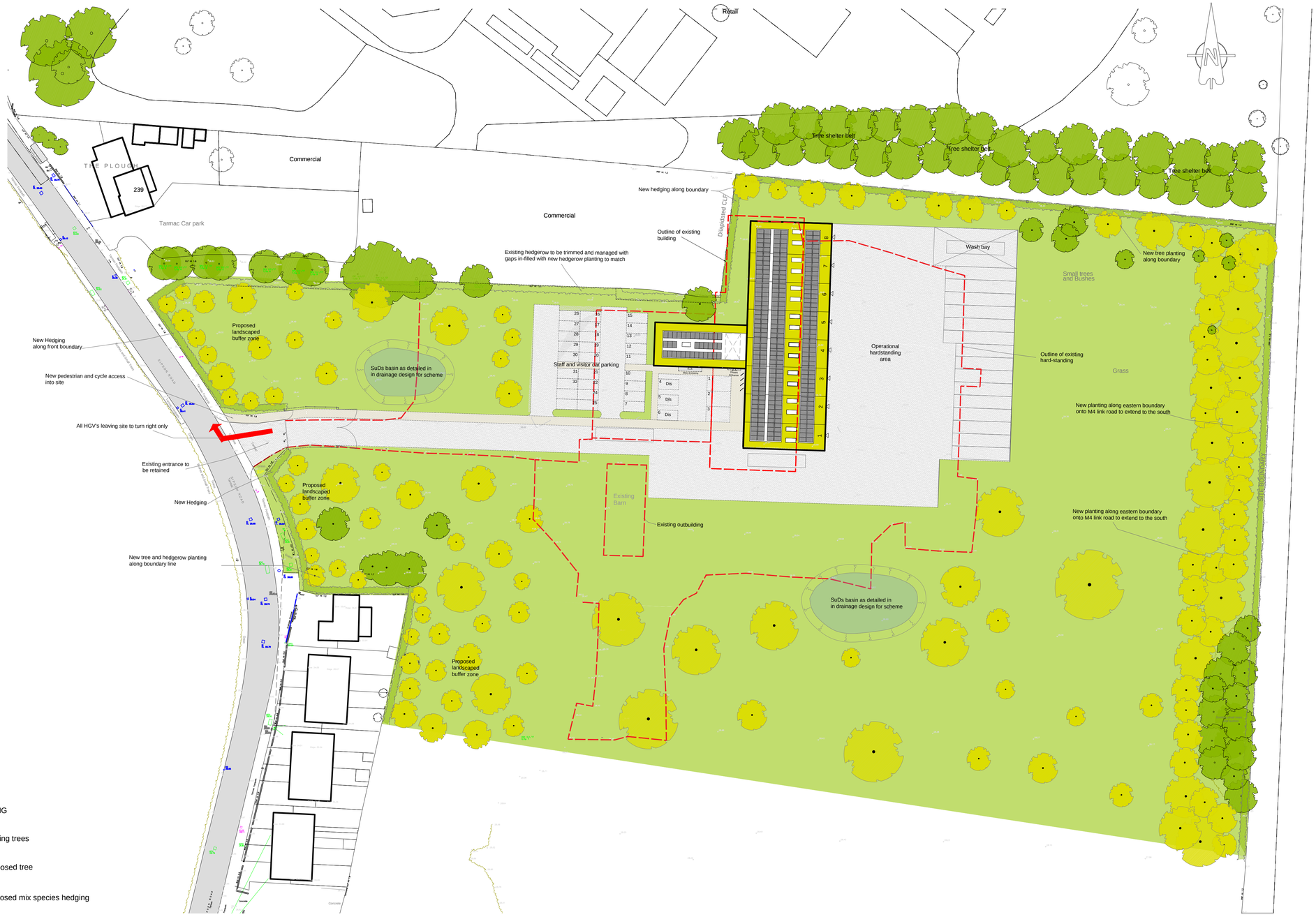
Updating the Delivery & Servicing Plan

4.3 The DSP will be reviewed on an annual basis to include the results of the surveys outlined above. It will be delivered and monitored in-line with the TP process, to ensure that it reflects the changing requirements of the development and that it is kept up to date with emerging policy.

Securing the DSP

4.4 It is anticipated that this document will be secured as a condition of a future planning permission and/or through the Section 106 agreement.

Appendix A



KEY TO DRAWING

- Existing trees
- Proposed tree
- Proposed mix species hedging
- Existing hedgerow
- Building with green roof

Note:- For details of landscape provision see WH Landscape, Landscape Mitigation Strategy submitted with application

Proposed Plan
Scale 1:200

Creation Date	Feb 2023

Revisions

Rev	Date	Description	By
I	13.11.23	Various changes	JF
J	22.11.23	Various adjustments	JF
K	08.12.23	Various adjustments	JF
L	15.12.23	Various adjustments	JF
			JF
			JF
G	16.10.23	Changes for full application	JF
H	31.10.23	Realignment of buildings	JF

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10 20
1:200 Meters

PLANNING

Client	Lewdown Holdings Ltd		
Project Name	Heathrow Garden Centre Sipson Road		
Drawing Title	Sketch Site Plan		
Drawn By	JF		
Scale	1:200	Sheet Size	A1
Drawing No.	10760 .01	Revision	L

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Appendix B

GENERAL NOTES

1. THIS DRAWING IS INTENDED TO BE READ IN CONJUNCTION WITH ALL RELEVANT ARCHITECTS, ENGINEERS, SERVICES AND SPECIALIST DRAWINGS, DETAILS AND SPECIFICATIONS.
2. ANY VARIATIONS OR DISCREPANCIES BETWEEN THESE DRAWINGS IN TERMS OF DIMENSIONS OR DETAILS SHOULD BE DRAWN TO THE ATTENTION OF THE ARCHITECT AND/OR THE ENGINEER FOR CLARIFICATION.
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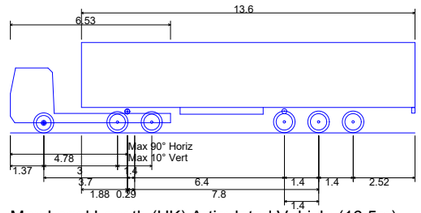
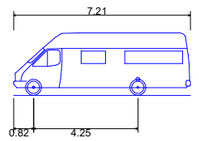
VEHICLE PROFILE



Max Legal Length (UK) Articulated Vehicle (16.5m)

Overall Length	16.500m
Overall Width	2.550m
Overall Body Height	3.681m
Min Body Ground Clearance	0.411m
Max Track Width	2.500m
Lock to lock time	6.00s
Kerb to Kerb Turning Radius	6.530m



7.5t Panel Van

Overall Length	7.210m
Overall Width	2.192m
Overall Body Height	2.544m
Min Body Ground Clearance	0.316m
Track Width	1.865m
Lock to lock time	4.00s
Kerb to Kerb Turning Radius	7.400m

NORTH

OVERALL SITE LAYOUT 16.5M ARTICULATED VEHICLE TRACKING (1:1000)

7.5t PANEL VAN TRACKING DROP-OFF BAY 3 (1:500)

Rev	Description	Date	By	App'd
P05	UPDATED SITE PLAN	22.12.23	LM	JR
P04	UPDATED SITE PLAN	21.12.23	LM	JR
P03	UPDATED SITE PLAN	21.12.23	LM	JR
P02	SECOND ISSUE	05.04.23	ID	JR
P01	FIRST ISSUE	24.03.23	ID	TP

Project Name
LAND AT THE FORMER GARDEN CENTRE, SIPSON ROAD, SIPSON

Project Phase
PRELIMINARY

Title
16.5M ARTICULATED VEHICLE AND 7.5t PANEL VAN TRACKING ASSESSMENTS

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Client
BIDWELLS

Date Created	Drawn By	Approved By	Suitabilty Code
24.03.23	ID	TP	-

PBA Project Number	Scale	
507.0010	AS SHOWN	(AT A3)

PBA Drawing No: 507.0010-0002

Revison: P05