

Committee(s)	Dated:
Planning & Transportation	7 th February 2017
Subject: City Freight – Delivery and Servicing Guidance	Public
Report of: Director of the Built environment	For Decision
Report author: Eddie Jackson – Strategic Transportation Officer, Department of the Built Environment	

Summary

This report presents the draft City of London Corporation Delivery and Servicing Guidance, and sets out proposals for negotiating with developers on conditions and agreements related to delivery and servicing.

The report is in the context of the City Freight Strategy – an update on this work was provided to your Committee on 25th January 2017 – and the wider context of the challenge of Traffic in the City of London, which was presented to your Committee on 30th November 2016.

The draft guidance is provided for the benefit of existing building occupiers wishing to manage their delivery and servicing operations more effectively, as well as providing information on best practice for Delivery and Servicing Plans in new developments.

The Draft Delivery and Servicing Guidance will inform discussions with Developers of the City's requirements in relation to new developments in the City and will be used as the basis for agreeing Delivery and Servicing Plans required to be submitted either by condition or through planning obligations in relation to planning approvals for relevant new development.

Recommendation(s)

Subject to comments received from your Committee, Members are asked to;

- a) Approve the draft Delivery and Servicing Guidance,
- b) Approve the proposed approach to negotiations, conditions and agreements.

Main Report

Background

1. In January 2017 your Committee was provided with an update on progress on the actions aimed at reducing the number of freight and delivery vehicles on the City's streets at peak times whilst allowing the City to flourish.
2. One of the workstreams included in this update was the production of new Planning Policy and Guidance, which will take the form of a Delivery and Servicing Supplementary Planning Document (SPD), which is expected to be in place in spring 2018. In the interim, a draft Delivery and Servicing Guidance document has been produced, and the approach to negotiating with developers on delivery and servicing matters is proposed.
3. The draft guidance document includes a focus on reducing the number of deliveries in peak hours, with a view to promoting consolidation, as set out in the resolution of the Planning and Transportation Committee on 30th November 2016.
4. This report presents for your Committee's comment and approval;
 - a. The draft Delivery and Servicing Guidance document
 - b. Proposals for the Corporation's approach to negotiations, conditions and agreements on new developments in the short to medium term.

Delivery and Servicing Guidance Document

5. It is estimated that freight vehicles make up approximately 20% of weekday traffic on the City's streets. These freight vehicles impact significantly on traffic congestion, both while moving and loading on-street, as well as contributing to poor air quality, and increased road danger. While the number of heavy goods vehicles in the City has declined in recent years, there has been a significant increase in the number of vans and light goods vehicles on City streets. The vast majority of these vehicles have legitimate business serving premises in the City, so managing demand for deliveries and servicing through the Delivery and Servicing Plans offers one avenue for managing the number of freight vehicles on City streets.
6. The Delivery and Servicing Guidance document provides information for all existing building occupiers in the City to help manage their delivery and servicing operations more efficiently. The document is also relevant to developers producing a Delivery and Servicing Plan for new or expanded premises.
7. The guidance document is intended as interim guidance prior to the adoption of a Delivery and Servicing SPD, expected in the first half of 2018. Many aspects of the interim guidance are likely to be contained in the SPD.
8. The draft guidance document has been produced based on research of existing best practice in London and elsewhere. It draws on, and refers to guidance

produced by other agencies, particularly Transport for London (TfL) who have carried out a significant amount of work in this area.

9. The draft guidance document has been produced in consultation with officers from the Markets and Consumer Protection Department regarding noise and air quality, and the City Property Advisory Team on the document as a whole.

Approach to Development Negotiations

10. The development of new schemes and the granting of planning permission provides the opportunity for the City to place restrictions on the way new developments are serviced and deliveries are managed to achieve the aims of reducing freight and deliveries whilst enhancing the street environment.
11. The Draft Delivery and Servicing Guidance will inform discussions with Developers of the City's requirements in relation to new developments in the City and will be used as the basis for agreeing Delivery and Servicing Plans required to be submitted either by condition or through planning obligations in relation to planning approvals for relevant new development.

Proposals

12. It is proposed that, subject to comments received at the Planning and Transportation Committee, that;
 - a. The draft Delivery and Servicing Guidance is approved for publication.
 - b. The proposed approach to negotiations with developers is approved.

Corporate & Strategic Implications

13. The Delivery and Servicing Guidance accords with the objectives of the City's Corporate Plan, and forms part of the Freight Strategy referenced in the Transportation and Public Realm Divisional Business Plan 2016/17. It also contributes towards the delivery of Core Strategic Policy CS16 of the City of London Local Plan (2015) which seeks to improve the sustainability of the City's transport system, improve conditions for safe and convenient walking and cycling, minimise congestion and reduce vehicle emissions.
14. The Delivery and Servicing Guidance will complement the City's Road Danger Reduction Plan and Air Quality Strategy.
15. The Delivery and Servicing Guidance will generally complement the City's Noise Strategy through a reduction in the number of vehicles in the City. Transport Policy 12 of the Draft Noise Strategy 2016-2026 supports the active encouragement of 24 hour servicing where no noise nuisance is likely, and the use of a Quiet Deliveries code of practice where appropriate. The Noise Strategy continues to support restrictions on night time deliveries in noise-sensitive areas.
16. There are no significant negative impacts on any of the City's equality target groups arising from this report.

Conclusion

17. The draft Delivery and Servicing guidance provides City premises and developers with information on best practice to efficiently manage freight through a Delivery and Servicing Plan. This is supported by a proposed approach to negotiation with developers on managing delivery and servicing. These actions contribute to the City Corporation's aim to reduce the number of freight and delivery vehicles on the City's streets, particularly at peak times, whilst allowing the City to flourish.

Appendices

- Appendix - Draft City of London Delivery and Servicing Guidance

Background Papers

Report to Planning & Transportation Committee 25th January 2017: *City Freight & Servicing Strategy - update*

Eddie Jackson

Strategic Transportation Officer

T: 020 7332 3856

edward.jackson@cityoflondon.gov.uk