



## KINGSTON UNIVERSITY – SEETHING WELLS DELIVERY & SERVICING PLAN



# SYSTRA

# KINGSTON UNIVERSITY – SEETHING WELLS

## DELIVERY & SERVICING PLAN

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## 1. INTRODUCTION

### 1.1 General

1.1.1 SYSTRA Ltd (SYSTRA) has been commissioned by Equans (the Client) to provide transport and highways consultancy services in support of the redevelopment proposals at Kingston University's Seething Wells Campus (the Site).

1.1.2 The Local Planning Authority and Local Highway Authority is the Royal Borough of Kingston upon Thames (RBK) and the Strategic Highway Authority is Transport for London (TfL).

1.1.3 Seething Wells is located approximately two kilometres to the south of the centre of Kingston.

### 1.2 Consented Development

1.2.1 It is noted that RBK approved a planning application (Reference: 19/01207/FUL) on 30<sup>th</sup> October 2019 for the following:

Alterations and extensions of the existing Seething Wells Campus to provide additional student accommodation and ancillary facilities. Rooftop extensions to existing buildings to provide 159 new student rooms, alterations to Listed Buildings to provide a café, flexible meeting and recreation spaces and other ancillary facilities.

### 1.3 Delivery & Servicing Plans

1.3.1 A Delivery & Servicing Plan (DSP) aims to provide a framework for fully considering the potential impact of delivery and servicing activity associated with a development. DSPs provide a framework to efficiently manage all types of freight vehicle movement to and from individual buildings.

1.3.2 A DSP can help to improve the safety, efficiency and reliability of deliveries to a site. It also identifies unnecessary journeys and deliveries that could be made by more sustainable modes, helping to reduce congestion on the surrounding highway network and minimise the environmental impact of freight activity.

1.3.3 This DSP should be read in conjunction with the Transport Assessment prepared by SYSTRA in support of the planning application for the Consented Development.

### 1.4 Report Structure

1.4.1 Following this introductory section, the remainder of this DSP is structured as follows:

- Section 2: Policy & Guidance Review – Provides an outline and review of relevant national, regional and local policy and guidance relating to delivery and servicing in the context of the Consented Development.

- Section 3: Baseline Conditions – Describes the existing highways and transport conditions in the area surrounding the Site, with a focus on the local highway network and parking restrictions.
- Section 4: Consented Development – Summarises the Consented Development in terms of land uses and floor areas, parking provision, access details and servicing arrangements.
- Section 5: Servicing & Management Strategy – Sets out the strategy for residential and education servicing and refuse collection, including details of the management measures that will be implemented.
- Section 6: Summary – Summarises the key points arising from the work carried out to inform this DSP.

## 2. POLICY & GUIDANCE REVIEW

### 2.1 General

2.1.1 This section of the DSP focuses on key policy and guidance relevant to servicing.

2.1.2 The following policy sources are considered to be relevant to this Delivery & Servicing Plan:

- London Plan (2021);
- Freight & Servicing Action Plan (2019);
- TfL Delivery & Servicing Plan Guidance (2020);
- RBK Core Strategy (2012);
- RBK Emerging Local Plan; and
- RBK Sustainable Transport Sustainable Planning Document (2013).

### 2.2 Policy

#### London Plan (2021)

2.2.1 The current London Plan was adopted in February 2021 and supports the concept of growth being socially, economically inclusive and environmentally sustainable, with a major focus placed on sustainable development.

2.2.2 Transport Policy T7 (Deliveries, Servicing and Construction) seeks to facilitate sustainable freight movement through:

- Reducing the number of freight trips;
- Ensuring consolidated logistics of freight movement;
- Reducing road danger and emissions associated with freight;
- Requiring development proposals to facilitate sustainable deliveries and servicing, including through the provision of adequate space for servicing, storage and deliveries off-street. The development of Delivery & Servicing Plans in accordance with TfL guidance and in a way which reflects the scale and complexities of developments is encouraged; and
- Requiring developments to be designed and managed so that deliveries can be received outside of peak hours, including in the evening or night time where appropriate. Facilities that minimise additional freight trips arising from missed deliveries are encouraged.

#### Freight & Servicing Action Plan (2019)

2.2.3 TfL's Freight & Servicing Action Plan provides a best practice guidance document on sustainable freight distribution. This document provides information regarding clean, safe, and efficient freight operations, in line with the Healthy Streets approach to put human health at the heart of London. The Action Plan seeks to ensure sustainable delivery and servicing patterns.

2.2.4 The plan states that DSPs should be submitted along development proposals, as per the London Plan (page 142).

2.2.5 The Action Plan sets out a number of priorities in relation to freight movement:

- Safe Freight: In relation to the Mayor’s Vision Zero strategy to eliminate all traffic casualties in London, ensure the development of safe vehicles, speeds, streets and behaviours;
- Clean Freight: Reducing emissions associated with freight movement through use of ultra-low emission vehicles and adopting smarter delivery practices including consolidated trips; and
- Efficient Freight: Reduce the impact of congestion, whilst achieving efficient freight movement across networks and local areas through consolidated planning and management.

### TfL Delivery & Servicing Plan Guidance (2020)

2.2.6 TfL has published advice on the development of DSPs and guidance on how design, procurement strategy, operational efficiency, waste management and road trip reduction can be used to help developers and planning authorities comply with policy requirements.

2.2.7 A DSP is defined as setting out how building occupiers will enable safe, clean and efficient deliveries to their site.

2.2.8 DSPs can be used to manage deliveries to reduce the number of delivery and servicing trips, particularly in the morning peak, and identify and promote where safe and legal loading can take place.

2.2.9 Other advantages to developing and implementing a DSP include time and cost savings, reduced congestion, improved reliability, improved safety and a reduction in a site’s impact on the environment.

2.2.10 The document notes that effective implementation of DSPs can also help to time deliveries outside of peak network hours, reduce the time spent on-site by suppliers, reduce the frequency of servicing activity, consolidate the number of suppliers servicing a site, and promote the use of low or zero emission vehicles.

### RBK Emerging Local Plan (2023)

2.2.11 The emerging RBK Local Plan is at First Draft Stage, and will replace RBK’s Core Strategy (2012) document. A consultation on the first draft of the Local Plan took place from November 2022 to February 2023. RBK aims to submit the Local Plan to the Secretary of State for public examination in 2024.

2.2.12 Policy KC11 on “Waste and Recycling Management” notes that the Council is committed to reducing the amount of waste produced in the borough, and that new developments should consider sufficient accessible space to separate and store waste both within individual units and for the building. It also states that waste and recycling facilities should minimise noise and smell impacts.

2.2.13 Policy KS3 on “School, College and University Facilities” notes that the development of educational facilities should minimise waste in its design and construction, as well as promote safe, active and sustainable travel whilst reducing car uses.

2.2.14 Policy KT5 on “Sustainable Servicing” mandates plans for waste, servicing and delivery management in development. Measures include on-site storage, consolidated delivery points, prioritising low-emission vehicles and supporting facilities for efficient freight transfer with minimal environmental impact and effects on amenities.

### Royal Borough of Kingston upon Thames Core Strategy (2012)

2.2.15 The key document of the RBK Development Plan is the Core Strategy, which sets out the vision, objectives and policies for managing future growth, change and development in the Borough up to the year 2027. It shapes future development and improvement, setting the overall planning framework for the Borough.

2.2.16 Policy CS7 notes that the council will manage car use to ensure sustainability, road safety and reduce congestion. To do so, the council will encouraging efficient, safe and sustainable freight transport.

2.2.17 Policy CS9 on waste reduction and management reports the borough’s plan to develop a Joint Waste Plan with its neighbouring South London authorities, to identify waste management facility locations in accordance with the London Plan, national guidance and recycling goals, whilst prioritising existing sites to monitor changes in waste facilities. It is noted that the Joint Waste Plan was adopted in 2022.

2.2.18 It is noted that the Core Strategy will be replaced by the RBK’s emerging Local Plan once this document is adopted.

### Royal Borough of Kingston upon Thames Sustainable Transport Sustainable Planning Document (2013)

2.2.19 As part of the Local Development Framework, the Council published a Sustainable Transport Supplementary Planning Document (SPD) to ensure that developments do not adversely impact on, and where possible, enhance the safety, efficiency and sustainability of the transport network. This document includes transport requirements for new developments, including car clubs, travel plans, car and cycle parking standards and transport assessments.

2.2.20 The Sustainable Transport SPD provides developers with clear guidance on the practical application of the appropriate Core Strategy policies (identified above) and has been used to ensure the Development is compliant with local policies.

2.2.21 Paragraph 2.34 highlights what a DSP should entail, as follows:

“Delivery Servicing Plans should outline how applicants propose to reduce the impact of delivery servicing operations when a development is completed and throughout the life of the development.”

2.2.22 Paragraph 2.37 states that a DSP should outline how the development will minimise the impact of delivery and servicing activities on the surrounding highway network when the development is operational.

2.2.23 The SPD also provides information on Loading and Servicing Activities (see paragraphs 2.67-2.69). It states that development proposals must demonstrate how delivery and servicing activities will take place without disruption to pedestrians, cyclists and vehicles. The details of loading arrangements and delivery service vehicle activities should be set out in the DSP.

### 3. BASELINE CONDITIONS

#### 3.1 General

3.1.1 This section of the DSP describes the existing transport and highways conditions at the Site and within the immediate surrounding area, with a particular focus on road transport.

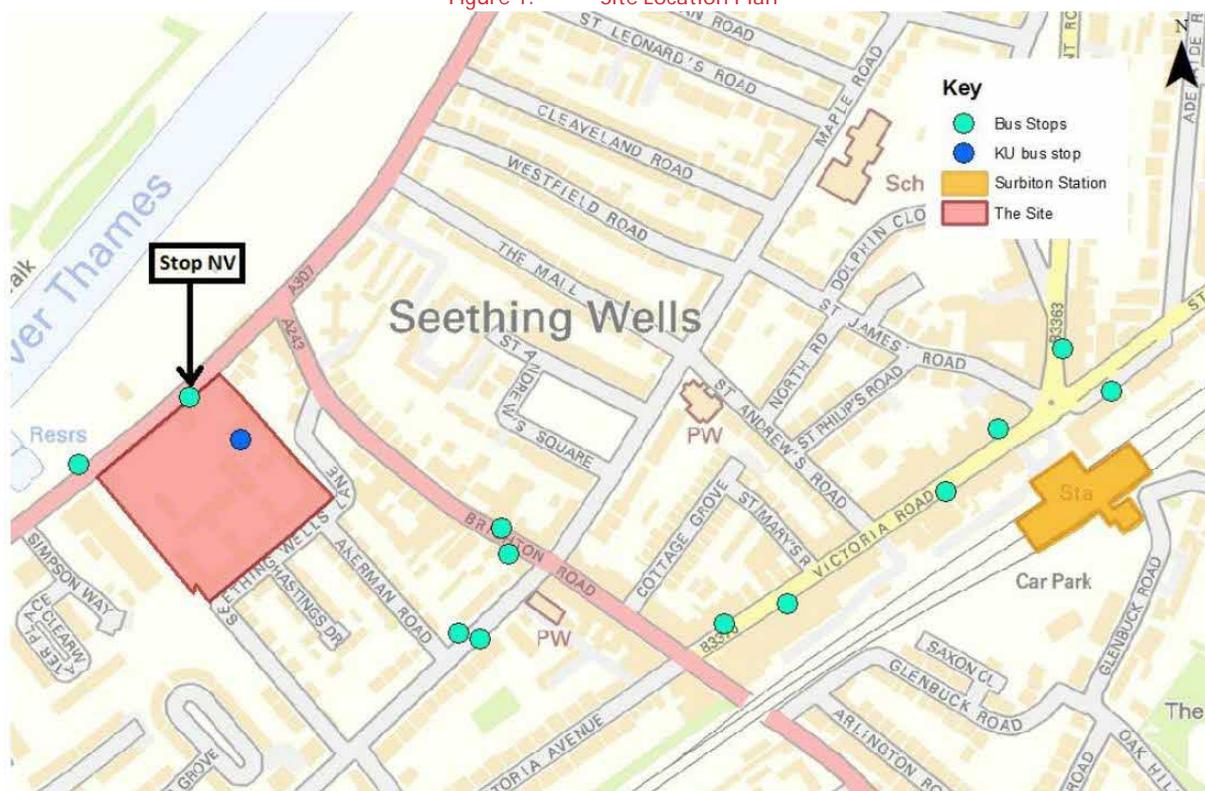
#### 3.2 Site Location

3.2.1 Seething Wells is one of Kingston University’s halls of residence, previously providing student accommodation for up to 728 residents spread over 22 blocks, each with independent access.

3.2.2 The Site is located off the A307 Portsmouth Road in the Surbiton area of the Royal Borough of Kingston upon Thames. Seething Wells is bounded to the north by the A307 Portsmouth Road and the River Thames, to the east by residential properties fronting onto the A243 Brighton Road, to the south by residential properties fronting onto Seething Wells Lane, and to the west by the Nuffield Heath Fitness and Wellbeing Gym.

3.2.3 Figure 1 shows the location of the Site in relation to the surrounding area.

Figure 1. Site Location Plan



#### 3.3 Local Highway Network

3.3.1 It is noted that all roads discussed in this section are adopted by RBK as the Local Highway Authority.

- 3.3.2 Vehicular access to the Site is made via a priority junction with the A307 Portsmouth Road, which has good visibility in both directions. A ghost right turn lane is present on the A307 Portsmouth Road enabling vehicles entering the Site from the northbound side of the carriageway to make turning manoeuvres without blocking the rest of the carriageway.
- 3.3.3 The A307 Portsmouth Road is a two-way carriageway predominantly formed of one lane in each direction. The road is a major route extending from the A309 Kingston Bypass to the south-west to Kingston town centre in the north. The road is part of Surbiton Neighbourhood, which limits speed to 20mph in front of the Site since March 2022. The C28 cycle lane is present along the A307 on both sides of the carriageway. It is at road level westbound and in front of the Site entrance, becomes a separate cycle track 25 metres north of the Site entrance if heading north.
- 3.3.4 The A243 Brighton Road connects with the A307 Portsmouth Road via a signalised junction approximately 110m north of the Site access and the road is formed of a single carriageway with one lane in each direction. The A234 heads east from the junction with the A307 Portsmouth Road to connect with the Kingston bypass at Tolworth.
- 3.3.5 Additional information regarding traffic and road safety data is provided within the Transport Assessment.

### 3.4 Parking

- 3.4.1 The Site initially provided off-street parking for students, staff and visitors, with 100 marked spaces including three disabled spaces, and capacity for up to 129 vehicles around the Site. Before the start of refurbishment works, students based at Seething Wells were eligible for a parking permit for on-site parking, and the majority of the spaces were available for parking by all Site users. On-site parking was controlled by Parking Charge Notices, issued to tackle infringements to the University's parking policy such as vehicles parked without valid permits and parking in disabled spaced without holding a valid blue badge. This was a private parking management scheme enforced by wardens employed by the University.
- 3.4.2 Due to current refurbishment works on-site, there is no parking currently available for residents or guests.
- 3.4.3 The car park located adjacent to the Site access is for staff and visitors only, and contains twelve standard bays and two disabled parking bays. There are an additional five disabled parking bays on site, including one outside Block C, two outside Block F, and two adjacent from Block Y.
- 3.4.4 The area surrounding the Site generally comprises Controlled Parking Zones (CPZs), single and double yellow lines, pay and display parking and uncontrolled driveway parking.
- 3.4.5 There are loading restrictions in place surrounding the Site access junction on the A307 Portsmouth Road between Monday-Saturday, 08:00-18:30. This restriction is also in place on the opposite side of the A307 Portsmouth Road, along with parking being restricted for the same periods.

3.4.6 Additional information regarding parking on- and off-site is provided within the Transport Assessment.

### 3.5 Public Transport

3.5.1 According to TfL standards, an accessible bus service can be reached within a maximum walk distance of 640m (an eight minute walk at 4.8kph). The nearest bus stop for northbound services is located directly opposite the Site access on the A307 Portsmouth Road (Stop Seething Wells Kingston University Campus), served by buses 514, 515 and 715. The nearest stop for southbound services is 15 metres to north of the Site access (Stop NV) on the A307 Portsmouth Road, and is served by buses 458, 513, 514, 515 and 715. Both bus stops provide shelter, seating and timetable facilities. Located on Brighton Road at an estimated four-minute walk from the Site, bus stops NY and NX are served by buses 514 and 515. Buses 514 and 515 provide connections with Surbiton rail station for destinations further afield, while service 458 connects the Site with Kingston town centre.

3.5.2 The Site is also served by Kingston University’s inter-site bus service which provides free travel between University sites for staff and students. There is a bus stop for this service located within Seething Wells, near the Site access junction. During term time, buses KU1 and KU3 operate from Mondays to Fridays between Roehampton Vale and Seething Wells. The Roehampton Vale-bound KU1 bus runs from 07:45 to 22:45 and the Seething Wells-bound KU1 bus runs from 08:00 to 23:11. Both run every ten to fifteen minutes. No KU1 service is available on Saturdays (except in the Autumn term), Sundays, or Public Holidays. On Saturdays in the Autumn term, KU1 buses leave Seething Wells hourly from 09:00 to 18:00, and depart from Roehampton Vale hourly from 09:20 until 18:20. Bus KU3 operates a weekday evening service only, operating between Roehampton Vale and Seething Wells once per hour between 19:00 and 22:25.

3.5.3 The closest station to the Site is Surbiton Station, located 1km from the Site (12 minutes’ walk at 4.8km/h). The station is accessible via the 514 and 515 bus services, and features a pay and display car park with 446 spaces including 6 accessible spaces and 330 cycle parking spaces. A taxi rank is located on the Victoria Road forecourt of the station.

3.5.4 Additional information regarding public transport services operating in the area surrounding the Site is provided within the Transport Assessment.

### 3.6 Servicing and Deliveries

3.6.1 All servicing and delivery vehicles previously accessed the Site via the access on Portsmouth Road. Refuse vehicles manoeuvred around the Site access road to collect waste from stores in close proximity to each accommodation block, before turning round and leaving the Site in a forward gear.

3.6.2 Refuse collection was previously undertaken daily by a private contractor.

3.6.3 All deliveries are processed at a central location in the reception adjacent to the Site access, and students are notified to collect deliveries from this location.

3.6.4 Service and emergency vehicles previously accessed all buildings on Site via the access road on Portsmouth Road.

## 4. THE CONSENTED DEVELOPMENT

### 4.1 General

4.1.1 This section of the DSP provides an overview of the Consented Development at Seething Wells Campus, including parking arrangements, and the consented access and servicing strategy.

### 4.2 The Consented Development

4.2.1 As previously detailed, the Consented Development incorporates the following:

- Alterations and extensions of existing student Seething Wells Campus to provide additional student accommodation and ancillary facilities.
- Rooftop extensions to existing buildings to provide up to 159 new student rooms, alterations to Listed Buildings to provide a flexible meeting and recreation spaces and other ancillary facilities.

4.2.2 Three unused storage buildings will be refurbished and brought back into use, providing flexible spaces that can be used by students and the community. The existing reception building will also be refurbished.

4.2.3 The Site's public realm will be redesigned to provide a high quality pedestrian environment, incorporating shared space access roads, new recreation spaces, and quiet communal courtyards.

### 4.3 Student Accommodation

4.3.1 The proposals increase the number of bedrooms at the Site from 728 to up to 887, an increase of up to 159 bedrooms. The additional bedrooms will be provided through refurbishment of the existing buildings and rooftop extensions.

### 4.4 Site Access

#### Vehicular Access

4.4.1 The Site will retain the existing vehicular access road that runs from the A307 Portsmouth Road through to the south east corner of the Site, as well as the route leading to the Groundsman's store in the south west corner of the Site.

4.4.2 Vehicular access to all residential blocks will be maintained, and will continue to be controlled by use of a raiseable barrier near to the reception building. The access roads will be a single-lane carriageway of minimum 3.3m width with intermittent passing points and a turning head at the south east corner of the Site.

4.4.3 While the access road is expected to be used by significantly less vehicles due to the reduction in student parking on Site, the passing points and turning head will maintain a width for two vehicles to be able to pass one another.

- 4.4.4 The Site access roads will also feature level footpaths delineated from the carriageway to further ensure vehicular manoeuvrability as required, while encouraging slower vehicle speeds.

#### Pedestrian Access

- 4.4.5 Continuous pedestrian routes will be provided around the Site, providing an improvement on the existing intermittent network. Shared space 1.2m wide footpaths with clear contrast in surface colour between footway areas and carriageways will facilitate access for students of all levels of mobility while maintaining pedestrian safety.

## 4.5 Vehicle Parking

- 4.5.1 The development proposals include the removal of all non-essential student car parking at the Site. This equates to a reduction in the total number of parking capacity from 129 to nineteen including seven disabled spaces for use by staff, visitors and the University's vehicle fleet as required. Visitor parking spaces will be pre-booked via the reception, and eligible staff and visitors will display parking permits to demonstrate their reason for parking. The existing car park adjacent to the main entrance will become the Site's main car park, and this will feature twelve standard spaces and two disabled spaces.

- 4.5.2 As detailed in the Transport Assessment, it is considered that the consented reduction in parking across the Site will not result in undue parking stress on-site nor in the surrounding area for staff.

- 4.5.3 A total of seven disabled parking spaces will be provided across the Site, exceeding local planning standards and inclusive design guidance. Two disabled parking spaces will be positioned within the new main car park adjacent to the Site Access. A further five disabled parking spaces will be provided around the Site to minimise distances between parking spaces and accessible student flats. The size of the disabled bays will be 2.4m x 4.8m with a 1.2m hatched area to the side and rear of each space to facilitate access.

#### Motorcycle Parking

- 4.5.4 The Site will feature space for four motorcycles or scooters, equating to 21% of the consented car parking spaces. The motorcycle parking area will be situated near the Groundsman's store.

#### Cycle Parking

- 4.5.5 The provision of cycle parking has sought to achieve an optimal balance between providing sufficient capacity to maximise usage and overproviding infrastructure which further discourages use.

- 4.5.6 As part of the redevelopment of the Site, a total of 186 long-stay cycle parking spaces will be provided in areas close to the residential buildings. Long-stay cycle parking will be available for use by staff and students, in seven secure covered shelters located across the Site. The Site will feature nine spaces which are suitable for adapted cycles, tricycles and cargo bikes in line with the London Plan standards and these spaces will be spread over the long and short stay cycle parking areas around the Site.

- 4.5.7 The Consented Development will also provide 24 covered short-stay cycle parking spaces in the form of Sheffield stands, exceeding the adopted London Plan standards. These will be located in areas of high natural security around the Site to maximise usage.
- 4.5.8 Through the Travel Plan produced for the Site (document ref. 107281-005), use of the consented cycle parking will be regularly monitored by the Travel Implementation Group (TIG). If the occupancy level is found to exceed an average of 90%, further cycle parking will be provided. Space has also been safeguarded from development near the main staff car park for 18 of the University's electric hire bikes (KU-bikes), should this be rolled out to Seething Wells.
- 4.5.9 The consented Site layout is provided in Figure 2.

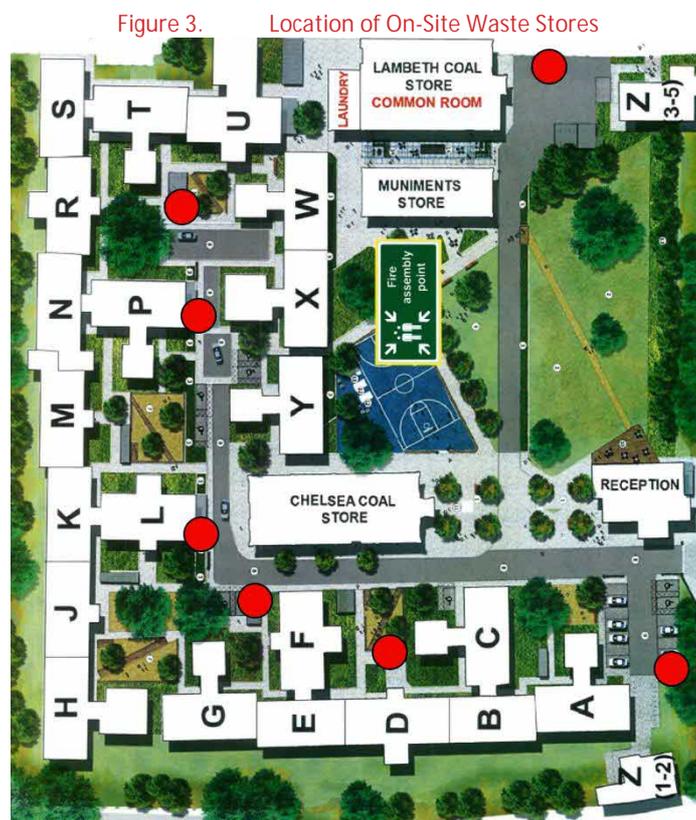
Figure 2. Consented Site Layout



## 4.6 Servicing & Refuse Collection

- 4.6.1 The servicing and delivery arrangements previously in operation at the Site will be retained. The improved Site access roads have been designed to ensure refuse vehicles and service vehicles can access all areas of the Site.

4.6.2 All servicing and delivery vehicles currently drive into the Site via the Site Access. Refuse vehicles drive around the Site access roads to collect waste from waste stores near to each accommodation block, before turning round and leaving the Site in a forward gear. The location of on-site waste stores which the refuse vehicle will need to serve is shown in red circles on Figure 3 below. The KU shuttle buses will also have access retained, allowing them to position themselves adjacent to the bus stop.



4.6.3 The bin store locations allow for minimal walking distances from each part of the Site for students and short dragging distances of the bins by the refuse collection contractor for the Site which will be retained. As per the Transport Assessment, Table 1 shows the number of bins to be provided at the Site, the number of which has been increased in line with the proposed number of students.

Table 1. Previous and Consented Waste Storage Provision

	NON-RECYCLABLE WASTE (1,100L)	MIXED RECYCLABLE WASTE (1,100L)	FOOD WASTE (240L)	TOTAL
Previous	9	10	8	27
Consented	11	12	10	33

4.6.4 Service vehicles will make all personal deliveries to the reception building, either stopping alongside the reception or in the adjacent main car park for deliveries which are expected to take longer than usual. Deliveries for the Lambeth Coal Store and Muniments Store

buildings will be made by the service vehicle using the northern part of the internal access roads.

4.6.5 Swept path analysis drawings for both delivery and refuse vehicles can be found in Appendix A.

## 4.7 Servicing Trip Generation

4.7.1 Before the redevelopment, the Site received an average of one servicing and delivery vehicle on a typical teaching day. This consisted of postal deliveries, stationary supplies, catering equipment, food and courier deliveries, and vehicles associated with contractor maintenance.

4.7.2 The majority of education-related deliveries are made by Light Goods Vehicles (LGVs), with additional deliveries made by larger rigid vans. The number of deliveries is not anticipated to notably increase as a result of the Consented Development.

4.7.3 The Site received approximately five refuse collections per week which is anticipated to continue following the implementation of the Consented Development. Refuse collections are undertaken by private waste collection service vehicles and follow the procedure detailed in Section 4.6.

4.7.4 The Consented Development incorporates provision of up to 159 additional student accommodation units. It is anticipated that such accommodation will generate a demand for deliveries of small residential packages (e.g. Amazon), grocery deliveries (e.g. Ocado, Tesco) and residential hot food deliveries (e.g. Deliveroo, Uber Eats). Limited data exists regarding the profile and generation of grocery and hot-food takeaway deliveries, as this can vary on a site-by-site basis. However, such trips are expected to be spread out throughout the day and not be concentrated in the traditional network peak hours.

4.7.5 The number of deliveries generated daily by the Site is therefore expected to increase slightly due to the additional accommodation facilities on-site; however, this increase is not expected to have a significant impact on the local highway network.

4.7.6 Delivery and servicing vehicles are anticipated to have a short duration of stay; it is anticipated that the majority of servicing vehicles will stop for less than 15 minutes. The measures set out within this DSP will ensure that longer servicing durations are discouraged and minimised.

## 5. SERVICING MANAGEMENT STRATEGY

### 5.1 General

5.1.1 This section outlines the servicing management strategy to be employed at the Site. The DSP aims to ensure that servicing of the Consented Development can be carried out efficiently, whilst minimising any effects on the surrounding highway network and student, staff and visitor safety.

5.1.2 This DSP therefore seeks to achieve the following objectives:

- Demonstrate that goods and services can be delivered, and waste removed, in a safe, efficient and environmentally-friendly way;
- Improve the reliability of deliveries to the Site; and
- Reduce the impact of servicing activity on local residents, the highway network and the environment.

### 5.2 Servicing Access & Location

5.2.1 As detailed in Section 4, delivery activity associated with the Consented Development will continue to be undertaken in line with the current arrangements. Vehicular access to all residential blocks will be maintained, and will be controlled by use of a raiseable barrier near to the reception building.

5.2.2 In line with previous practices, all servicing and delivery vehicles will drive into the Site via the Site Access. Deliveries will be processed at a central location in the reception adjacent to the Site access, and students will be notified to collect deliveries from this location. Deliveries for the Lambeth Coal Store and Muniments Store buildings will be made by service vehicles using the northern internal Site road.

5.2.3 Refuse vehicles will drive around the Site access roads to collect waste from waste stores near to each accommodation block, before performing a three point turn and leaving the Site in a forward gear.

### 5.3 Scheduling of Deliveries

5.3.1 Large deliveries will be scheduled to occur outside of Seething Well's start and end times, to minimise conflict with staff and student movements. Furthermore, such deliveries will not be undertaken during the standard network peak hours (08:00-09:00 and 17:00-18:00) to minimise impact on the surrounding highway network.

5.3.2 All large deliveries will be controlled by a delivery booking system to ensure that, as far as possible, such deliveries are equally distributed across the week and across college opening hours. The booking system will ensure that deliveries are consolidated so that no more than one delivery vehicle is present on-site at the same time. Large deliveries will not be accepted outside of their designated time-slot, and such deliveries will be asked to re-book.

5.3.3 Unless there is capacity to accommodate on-site, unplanned large deliveries or those arriving outside of their designated time slot will not be accepted, and will be advised to

return at a pre-arranged time. Suppliers will be informed of the booking system prior to the commencement of any contract and will be given details of a contact with whom deliveries should be scheduled.

5.3.4 Implementation of such a booking system is advocated within TfL’s Delivery and Servicing Plan Guidance document, helping to discourage and minimise servicing trips with long durations of stay.

## 5.4 Freight Operator Recognition Scheme

5.4.1 TfL recommends that developers commit to sustainable freight distribution by contracting the services of operators registered with a best practice scheme such as the Freight Operator Recognition Scheme (FORS). FORS aims to address fleet and freight vehicle operational efficiency, improving all areas of sustainable distribution to reduce congestion and collisions.

5.4.2 The University will be encouraged to award delivery and servicing contracts to operators that are registered with FORS or a similar best practice scheme. Utilising freight operators which operate within a best practice scheme creates opportunities for linked trips to be developed, which in turn reduces the number of goods vehicle trips made to the Site.

## 5.5 Vehicle Types

5.5.1 It is anticipated that the majority of delivery and servicing trips made to the Site’s educational land use will be made by Light Goods Vehicles (LGVs), with a small number of deliveries being made by larger vehicles. A large proportion of servicing trips to the proposed student accommodation units will be made via cycle or motorcycle.

5.5.2 The use of low emission, electric vehicles for delivery and servicing trips will be encouraged where suitable, particularly for smaller deliveries. Vehicles that meet the best emission standards possible will be used.

## 5.6 Delivery & Servicing Routing

5.6.1 A preferred routing strategy will be communicated to all delivery and servicing contractors, whereby vehicles will travel to and from the Site via the Site Access roads. This will minimise the distance vehicles are required to travel on residential roads in the vicinity of the Site.

## 5.7 Refuse Collection Strategy

5.7.1 Refuse collection will be made on-site from the dedicated refuse store. Maintenance staff will transfer waste from bins within the college to the refuse store. Resident students will be responsible for transferring waste from their accommodation to the refuse store.

5.7.2 Refuse vehicles will manoeuvre via the Site’s internal road network to collect waste from waste stores near to each accommodation block, before performing a three point turn and leaving the Site in a forward gear. The refuse generated by the college is collected by a private contractor, with collections made approximately five times a week.

5.7.3 The Consented bin store locations will allow for minimal walking distances from each part of the Site for students and short dragging distances of the bins by the refuse collection contractor for the Site. The Consented Development’s waste collection strategy adheres to the waste storage requirements set out in BS 5906:1980, which requires refuse storage areas to be positioned in an easily accessible location for collection crews.

## 6. SUMMARY

### 6.1 General

6.1.1 SYSTRA Ltd (SYSTRA) has been commissioned by Equans (the Client) to provide transport and highways consultancy services in support of the redevelopment proposals at Kingston University's Seething Wells Campus (the Site).

6.1.2 The Local Planning Authority and Local Highway Authority is the Royal Borough of Kingston upon Thames (RBK) and the Strategic Highway Authority is Transport for London (TfL).

6.1.3 It is noted that RBK approved a planning application on 30<sup>th</sup> October 2019 for alterations and extensions of existing student Seething Wells Campus to provide additional student accommodation and ancillary facilities. The development proposals included rooftop extensions to existing buildings to provide up to 159 new student rooms, alterations to Listed Buildings to provide a flexible meeting and recreation spaces and other ancillary facilities (ref 19/01207/FUL).

6.1.4 The Consented Development's servicing and refuse strategy has been developed with the aim of minimising impact to the surrounding transport and highway network, in line with the objectives and requirements of the London Plan and TfL guidance.

6.1.5 All refuse collections will be made on-site from the dedicated refuse store. All deliveries will be processed at a central location in the reception adjacent to the Site access, and students will be notified to collect deliveries from this location. Services and emergency vehicles will continue to access the Site via the access on Portsmouth Road. Deliveries will be scheduled to occur outside peak times at the Seething Wells Campus.

6.1.6 Vehicular access to all residential blocks will be maintained, and will continue to be controlled by use of a raiseable barrier near to the reception building.

6.1.7 The measures set out in this DSP are intended to inform RBK of the ways in which the efficiency, safety and reliability of deliveries and servicing activity at the Consented Development will be maintained.

6.1.8 The Client and college will liaise with RBK, as the Local Planning Authority, should circumstances arise under which amendments will be required to this DSP. The DSP will be complied with unless otherwise agreed in writing by RBK.

## Appendix A – Swept Path Drawings

SYSTRA provides advice on transport, to central, regional and local government, agencies, developers, operators and financiers.

A diverse group of results-oriented people, we are part of a strong team of professionals worldwide. Through client business planning, customer research and strategy development we create solutions that work for real people in the real world.

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The SYSTRA logo is rendered in a bold, red, sans-serif typeface. The letters are thick and closely spaced, with a distinctive design where the 'S' and 'Y' have a slightly irregular, blocky appearance. The 'A' at the end is also bold and blocky, with a flat top.