



Transport and Streets Supplementary Planning Document

April 2016



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA

Contents

1. Introduction.....	1
2. Assessing and minimising the impact of development	2
3. Parking policy and standards.....	8
4. Residents' parking permit-free development.....	17
5. Accessing development and pavement crossovers.....	20
6. Servicing development	26
7. Streetscape	32
8. Reducing the impact of construction on the highway.....	43
9. Tables and Chairs on the highway	50
10. Glossary.....	54

1. Introduction

- 1.1** The quality of the borough's streets is of national renown and, along with the cultural and commercial centres of the borough, it is a key factor in making Kensington and Chelsea such an attractive place. Protecting and enhancing this heritage is a key objective for the Council and developers. Ensuring that new development does not worsen traffic and parking congestion is a key part of this. Given that the majority of the borough's streets were designed and laid out before the advent of the car this is a challenge, despite borough residents having some of the lowest levels of car ownership in the country.
- 1.2** In the context of this demanding environment, this Supplementary Planning Document (SPD) is written to help applicants make successful planning applications. In particular, it provides further information and guidance in support of Consolidated Local Plan Policies CT1 (Improving Alternatives to Car Use), CR1 (Street Network), CR3 (Street and Outdoor Life), CR4 (Streetscape), CR7 (Servicing), CE6 (Noise and Vibration), CL6 (Small-scale Alterations and Additions) and CL7 (Basements). Each section highlights the basis within the National Planning Policy Framework for the guidance presented. All standards included within the document are consistent with the London Plan 2015 (as amended).
- 1.3** This SPD replaces and updates the guidance set out in the Transport SPD (2008) and replaces the parking standards set out in the Council's Unitary Development Plan (2002). It also provides additional guidance on streetscape matters that relate to development.

2. Assessing and minimising the impact of development

National Planning Policy Framework basis:

Paragraph 32 requires that “all developments that generate significant amounts of movement must be supported by a Transport Statement or Transport Assessment”.

Paragraph 34 requires that “plans and decisions should ensure developments that generate significant movement are located where the need to travel will be minimised and the use of sustainable transport modes can be maximised”.

Paragraph 36 requires that “all developments which generate significant amounts of movement should be required to provide a Travel Plan”.

Local Plan policy basis:

Consolidated Local Plan Policy CT1(a) requires “high-trip generating development to be located in areas of the Borough where... there is sufficient public transport capacity, or that will... provide sufficient capacity as a result of committed improvements to public transport.”

Policy CT1(b) requires “it to be demonstrated that development will not result in any material increase in traffic congestion or on-street parking pressure.”

Policy CT1(i) requires “Transport Assessments and Travel Plans for larger scale development.”

2.1 Transport Assessments

When is a Transport Assessment required?

2.1.1 To ensure new development is consistent with the policies above, any application the Council considers might have an impact on traffic congestion, public transport, or parking will need to be accompanied by a Transport Assessment. We require a transport assessment to be submitted in respect of the following types of development:

- 30 residential units or more;
- commercial developments of more than 1000m² (10,758ft²) gross floor area (GFA);
- schools of any size; and
- restaurants with more than 100 seats or more than 200m² (2152ft²) GFA.

What should a Transport Assessment contain?

- 2.1.2 Transport assessments should be produced following the guidance set out in TfL's Transport Assessment Guidance, which is available on [TfL's website](#). For development proposals where transport impacts are likely to be significant, the scope of the transport assessment should be agreed at pre application stage by using the Council's [Planning Advice Service](#) (see Section 2.4). TfL has produced a useful checklist, available [online](#), which sets out the expected structure for a Transport Assessment.
- 2.1.3 For developments that are likely to take many months or years to construct, a full assessment of the demolition, excavation and construction phases must be included within the Transport Assessment. More guidance on this is provided in Chapter 8 and within TfL's [Transport Assessment Guidance](#).

Transport Statements

- 2.1.4 Where a full Transport Assessment is not necessary, applicants should nevertheless demonstrate that their development proposals satisfy the Council's transport policies. A specific transport statement will often be useful in this regard. A Transport Statement is a simplified Transport Assessment prepared in respect of smaller scale development where the impacts on local transport networks are likely to be of limited magnitude. The scope of any transport assessment or statement can be agreed with the Council at pre-application stage.

Table 1 below, taken from TfL's [Transport Assessment Guidance](#), gives an outline of the sort of information that will be required:

Land use	Information to be Included
A1 retail A2 financial and professional services A3 restaurants and cafes A4 pubs and wine bars A5 hot food takeaways	GFA; Staff numbers; Number of visitors or customers; Hours of operation; Peak arrival and departure times by mode; Car parking, including electric charging facilities, motorcycle and cycle parking levels, and car parking occupancy at a given time; Taxi and private hire vehicle usage and parking facilities; Delivery and servicing requirements and details about how this will be accommodated; Impact of development on the local road network, public transport and on-street parking.
B1 business B2 general industry B8 storage and distribution	As for land uses (A1-5) above, plus: Land use type; Shift occupation times.

C1 hotels	See land uses (A1-5) above, plus: Number of rooms and beds; Additional facilities e.g. conferences; Catchment area of guests; Taxi and private hire vehicle demand generated (including coaches) and how the demand will be accommodated e.g. sufficient pick-up, drop-off and rank/parking facilities for taxis and coaches. Ranking facilities should be considered separately for private hire vehicles which are not permitted to use taxi ranks.
C3 residential	Number of units; Type and size of units; Tenure (Market/affordable); Peak arrival and departure times by mode; Car parking, including electric charging facilities, motorcycle and cycle parking levels, and car parking accumulation data; Delivery and servicing requirements and details about how this will be accommodated; Impact of development on the local road network, public transport and on-street parking.
D1 non-residential education	See land use (A1-5) above, plus: Students numbers; Visitor numbers; Additional facilities; Catchment area.
D1 health centres, nurseries, churches, public halls etc D2 (all uses)	See land use (A1-5) above, plus: Patient/visitor numbers

2.2 Travel Plans

2.2.1 A Travel Plan is a package of practical measures to reduce car travel to and from a proposed site, and to encourage the promotion of more sustainable forms of transport by increasing awareness of travel options.

When is a Travel Plan required?

2.2.2 Travel Plans must be submitted as part of the initial application, alongside the Transport Assessment. The Travel Plan will be secured by way of a condition on the permission or a S106 planning obligation. In addition, the Council will require developer funding by planning obligation for the monitoring and review of Travel Plans. Travel Plans should be produced in accordance with TfL's [Travel Planning](#)

[Guidance \(2013\)](#). In general, Travel Plans submitted along with an initial application will be in outline form. However, where the occupant is known or where the application is for the expansion of an existing use, a full Travel Plan will be required.

2.2.3 Travel Plan will be required for the following scales and types of development:

- those of 80 residential units or more;
- commercial developments of more than 2500m² (26,896ft²) GFA;
- retail developments of 1000m² (10,758ft²) or more;
- hotels with 50 beds or more; and
- schools or childcare facilities of any size.

For other types of development, including healthcare facilities, please refer to [Transport for London's guidance on Travel Plans](#).

[What should a Travel Plan contain?](#)

2.2.4 All Travel Plans must include achievable and time-specific targets for modal shift from private car use. There must be specific targets for travel by bicycle and on foot. Where an outline Travel Plan is submitted, a timetable for implementing a travel survey and a date by which the full Travel Plan will be completed must be included. The outline Travel Plan must include the measures that will be in place on completion of the development to encourage sustainable modes of travel for future occupants (see Paragraph 2.2.7 below).

2.2.5 All Travel Plans must include appropriate methods of promotion, monitoring and enforcement. In general, full Travel Plans should be submitted no later than six months after 90 per cent occupation of the development and include the results of a baseline survey. The Travel Plan must be updated and a travel survey submitted one, three and five years after completion of the development and then at five year intervals for the lifetime of the development. A full Travel Plan must include the roles and responsibilities, as well as contact details, of a Travel Plan coordinator.

2.2.6 Educational establishments are major trip generators so it is important to monitor Travel Plans on an ongoing basis to encourage sustainable travel which will improve road safety. School Travel Plans should be revisited annually by surveys to monitor progress and refine targets. This will be a requirement of any such plans secured through the planning process.

2.2.7 The Travel Plan must contain a robust package of measures that can be implemented and monitored at certain stages of the development. It must also include an action plan with specific implementation dates allocated to each individual action. The Council would look to applicants to innovate, but as examples, the following incentives could be offered:

- the provision of travelcards;

- the promotion of the London Cycle Hire Scheme;
- free grants or loans for the purchase of bicycles;
- ground floor bicycle parking;
- showering and changing rooms;
- appropriate and clear signage indicating the location of facilities;
- the provision of car club membership;
- on-site car club bays;
- electric car charging points;
- awareness training such as promoting the walk once a week initiative;
- promoting river transport and the use of the canal;
- secure motorcycling bays; and
- providing locations for storage of home deliveries to reduce abortive courier trips and increase the attractiveness of home deliveries in lieu of using a private car (please see Chapter 6).

A strategy for implementing specific initiatives by individual occupiers must also be established.

- 2.2.8 The Transport Development Management team uses [ATTrBuTE](#), a free online tool developed by TfL, to evaluate whether Travel Plans are sufficiently comprehensive and suitable for consideration. It is recommended that Travel Plans are prepared or checked against [ATTrBuTE](#).

2.3 Access and Traffic Management Plans for schools

- 2.3.1 Proposals for new, enlarged or relocated educational facilities or childcare facilities can have significant negative impacts on traffic movement and road safety if not properly managed. Therefore all such applications must provide an outline Access and Traffic Management Plan, as well as a separate outline Travel Plan, as part of the Transport Assessment. The purpose of the Access and Traffic Management Plan is to minimise the impact of those car trips that remain following the Travel Plan process. The measures to be included will vary on a site-by-site basis but may include:

- staggered school opening and closing times
- drop-off areas for children that are away from the school gate where pupils are received by teachers
- clearly defined 'park and stride' arrangements based on availability of parking in the area; and
- agreed vehicle routes to and from the school.

The plan should clearly set out how such arrangements will be enforced by the school. The adoption by schools of an admission criterion based on the proximity of children's homes can support walking and cycling.

2.3.2 Should planning permission be granted for the new or enlarged school the requirement for a full and detailed Travel Plan and Traffic and Access Management Plan will be secured by condition or for larger applications by a planning obligation.

2.4 Links and further advice

- 2.4.1 The Transport Development Management team (transportationDC@rbkc.gov.uk) can provide advice on Transport Assessments and review scoping documents in the context of a formal pre application enquiry. Details of the Council's Planning Advice Service are available [here](#).
- 2.4.2 A large amount of material is available on the Council's website regarding [Travel Planning](#). Advice on Travel Plans is available from the Council's Travel Plan Coordinator and their contact details are on the Council's [website](#).
- 2.4.3 TfL has produced guidance for the preparation of Travel Plans, which can be found on their website [here](#). TfL's Transport Assessment Guidance (2013) is also available on their website [here](#). For larger schemes that would significantly impact on the bus network developers should refer to the Mayor of London's [Land for Industry and Transport SPD](#). TfL offer a pre-application advice service, details of which can be found on their website [here](#).
- 2.4.4 The Government has published Planning Practice Guidance on "Travel plans, transport assessments and statements in decision-taking" it is available [here](#).

3. Parking policy and standards

National Planning Policy Framework basis:

Paragraph 29 states that “transport policies have an important role to play in facilitating sustainable development but also in contributing to wider sustainability and health objectives. Smarter use of technologies can reduce the need to travel. The transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel”.

Paragraph 30 states that “encouragement should be given to solutions which support reductions in greenhouse gas emissions and reduce congestion. In preparing Local Plans, local planning authorities should therefore support a pattern of development which, where reasonable to do so, facilitates the use of sustainable modes of transport”.

Paragraph 39 states that when “setting local parking standards for residential and non-residential development, local planning authorities should take into account:

- the accessibility of the development;*
- the type, mix and use of development;*
- the availability of and opportunities for public transport;*
- local car ownership levels; and*
- an overall need to reduce the use of high-emission vehicles”.*

Local Plan policy basis:

Consolidated Local Plan Policy CT1(b) requires “it to be demonstrated that development will not result in any material increase in traffic congestion...”

Policy CT1(d) requires “car parking provided in new residential development to be at or below the adopted car parking standards.”

Policy CT1(e) requires that “parking in non-residential development is for essential need only.”

Policy CT1(f) requires “cycle parking... in new development.”

Policy CT1(l) is to “resist new public car parks.”

3.1 Car parking levels

- 3.1.1 Generally, the provision of a large number of parking spaces in a development will result in a larger number of car trips in the peak hours in comparison to developments with more limited parking. Car journeys use more natural resources, contribute more to traffic congestion and are more polluting than

equivalent journeys on public transport, by foot or on a bicycle. The whole borough has been designated an Air Quality Management Area and in many areas, such as around the Earl's Court One Way System, air pollution levels exceed government-set air quality objective levels.

Traffic congestion is also a problem in some parts of the borough and increasing road capacity to accommodate the demand generated by new developments can exacerbate these problems as well as increasing dependence on the car. In response to these challenges, and acknowledging the fact that access to public transport is generally good across the borough, the Council, as part of this document, adopts maximum car parking standards that seek progressively to reduce car ownership and use. These standards are set in Table 3.1.

Table 3.1 Maximum car parking standards

Flats of 2 bedrooms or below	
All scales of development:	0.5 per dwelling
Houses of any size or flats of 3 bedrooms or above	
First three dwellings:	1 per dwelling
Each subsequent dwelling:	0.5 per dwelling
Sheltered housing	
All scales of development:	0.3 per dwelling
A and B class development	
All scales of development:	1 space per 1500m ²
C1	
All scales of development:	1 space per 40 bedrooms
Hostels, C2, D1, D2	
	Essential need only

3.1.2 The standards set out above will be applied separately to private and affordable tenures. Each tenure must independently accord with the maximum standard.

3.1.3 Essential need is defined as:

- servicing vehicles essential for a site to function in its designated role, including both goods and non-goods vehicles, depending on the land use;
- site-based delivery and service vehicles;
- car parking facilities for those with Blue or Purple Badges who cannot realistically use alternative (public) forms of transport, generally those with special mobility needs.

3.1.4 The standards for residential car parking broadly reflect existing car ownership patterns in the borough and the fact that smaller dwellings will generally have lower car ownership, whilst in developments with a larger number of dwellings, parking demand can be met with fewer spaces. The standards allow for single family dwellings to have an off-street parking space where such parking is acceptable on other grounds.

- 3.1.5 Where car parking is provided for commercial developments at least two spaces, or ten per cent, whichever is the greater, must be provided for Blue or Purple Badge holders. In residential developments at least one space, or ten per cent, whichever is the greater, must be provided for Blue or Purple Badge holders (see Paragraph 3.2.2).
- 3.1.6 Due to the congestion in the borough, Blue Badge holders are only permitted to park in certain 'Blue Badge Bays' which are listed on the RBKC [website](#). The Council's Purple Badge Scheme allows residents to park in any on-street resident parking bay and in any pay and display bay (for free) as long as there is no parking suspension in force. Restrictions apply at certain locations which can be found on the RBKC [website](#).

Car parking for affordable housing

- 3.1.7 Where development includes both affordable and market units, and where parking is to be provided, the parking should be allocated proportionately between market and affordable units. If the level of parking proposed for affordable units is less pro rata than that proposed for market units the Council will expect the disparity to be fully justified. The justification should include reference to the views of Registered Social Landlords and the demand for parking of future residents.
- 3.1.8 The Council recognises that residents in social housing for rent do not have the same degree of choice over where they live as those in market units and other types of affordable housing. Where social housing for rent units are proposed with zero parking the residents may not be able to choose to live elsewhere and therefore could be unfairly disadvantaged. For this reason limited parking may be required for such housing. Some very limited parking space should be provided for essential parking in connection with emergency health access for supported housing units.

Electric charging points

- 3.1.9 Due to the Air Quality problems set out in Paragraph 3.1.1, electric charging points will be required at a higher level than in the Mayor's London Plan and at least 40 per cent of car parking spaces provided within new developments should be equipped with electric charging points. Additionally we expect a higher take up of electric vehicles by Royal Borough residents (with access to off street parking) than the London average.

3.2 Car parking design and layout

Dimensions for garages and hard standings

- 3.2.1 Garages need to allow not only for the width of the car, but also near-side clearance, the opening of the car doors and to accommodate a full range of car

sizes. Therefore, new garages and hardstands must have a minimum length of 5m to ensure that the entire vehicle can be accommodated and not overhang the footway. Garages must have a minimum width of 2.7m. All parking must be independently accessible. Proposals involving the loss of existing garages will be assessed against their suitability for garaging an average sized car such as a Volkswagen Golf.

Dimensions and standards for off-street car parks

3.2.2 The following minimum car parking space design standards apply to off-street car parks:

- bay width should be at least 2.4m x 4.8m
- bay width for parking bays reserved for disabled people should be at least 3.6m x 4.8m
- ramp gradient should be no steeper than 1 in 10, or 1 in 7 for smaller residential developments
- gradients of 1 in 20 or more are required for the first 5m back from the back edge of the public highway. If 1 in 7 gradients are used, then 1 in 10 transition gradients for a minimum of 2m are required
- aisle width should be at least 6m. If the parking spaces are angled (sometimes called 'echelon' parking) the aisle width can be narrower as less manoeuvring space is required. Drawings showing the swept paths of the largest vehicles assumed to use the car park will be required to demonstrate the car park will operate satisfactorily
- carriageway access width should be a minimum of 3m (one-way) or 5.1m (16.7ft) for a residential car park, and 4.8m (one-way) or 5.7m (two-way) for a commercial car park
- disabled parking bays should be located close to lift cores
- where more than 10 bays are provided, signal control of the access/egress may be required. Where more than 40 bays are provided a two way access will be required and a car lift is unlikely to be acceptable
- headroom should be a minimum of 2.3m for cars, at least 2.6m for larger delivery vans and 5m for refuse lorries
- gates and barriers on vehicle accesses should be positioned at least 5m from the back edge of the footway
- access ramps and manoeuvring areas should be able to accommodate the largest vehicles that are likely to require regular access
- basement car parks that will carry traffic above should be designed to accommodate the weight of all vehicle types

3.3 Car stackers and lifts

3.3.1 Car stackers and lifts are frequently suggested as a means of maximising the space available for off-street car parking. The Council accepts the principle of stackers in new developments. However, developers should consider the following points:

- where the stacker is accessed directly from the highway, then each parking

- space within the stacker must be independently accessible
- where a stacker is accessed within an off-street car park, and the spaces are not independently accessible, there must be adequate circulation space to allow vehicles to wait without blocking the free flow of traffic either within the car park or on the highway
- the Council may impose a condition relating to the maintenance of the stacker on the grant of any planning permission.

3.3.2 Car stackers or lifts that require vehicles to be manoeuvred on the highway or are likely to result in vehicles queuing on the highway will not be acceptable.

3.4 Cycle parking levels

3.4.1 Cycling is a sustainable method of transport and the Council's policies seek to ensure that cyclists are provided for in new development. The Council's minimum cycle parking standards are set in Table 3.2, below. These reflect those contained within the London Plan 2015 (as ammended).

Table 3.2 Minimum cycle parking standards

Houses or flats with one bedroom or studios	
All scales of development:	1 space per dwelling
Houses or flats with two or more bedrooms	
All scales of development:	2 spaces per dwelling
Visitor parking in residential development	
	1 space per 40 dwellings
Sheltered housing / care homes	
	1 space per 20 residents and 1 space per 5 staff but sufficient additional space must be set aside to allow the standards for C3 to be met in the case of future conversions. For sheltered accommodation / care home uses this additional space can be used for mobility scooters and general storage.
Student accommodation	
	1 space for every 2 beds for residents and 1 space for every 40 beds for visitors
A class development, B2, B8	
	Please refer to Table 6.3 of the London Plan
B1	
	1 space per 90m ² for staff use with additional short term provision for visitors as per Table 6.3 of the London Plan
C1	
	1 space per 20 beds for staff and 1 space per 50 beds for visitors and guests
C2	

1 space per 5 staff with parking for visitors and residents assessed on its merits	
D1	
Nurseries / schools:	1 space per 8 staff and 1 per 8 students
Higher education:	Please refer to Table 6.3 of the London Plan
Other, including hospitals:	Please refer to Table 6.3 of the London Plan
D2	
Sports halls, gyms etc:	Please refer to Table 6.3 of the London Plan
Assembly (cinema, bingo etc):	Please refer to Table 6.3 of the London Plan
Sui generis	
All:	As per most relevant above standard

3.5 Cycle parking design and layout

Basic cycle parking requirements

3.5.1 Cycle parking stands or spaces provided within developments, whether inside or outside, should be located in areas that are accessible, convenient and within areas of natural surveillance so that they are attractive to use and so that users feel secure accessing it. The basic requirements of cycle parking are that:

- it provides security against theft and gives confidence to users that their cycle is secure;
- it does not pose a hazard to pedestrians (especially those who have visual impairments) if located outside, and does not impede pedestrian desire lines;
- it supports cycles without damaging them;
- it is sheltered from the elements; and
- it is convenient to use for all, which means parking should be available that does not require cycles to be lifted or dragged.

3.5.2 When access to cycle parking is via a lift there should be sufficient space within the lift to wheel a bicycle in without having to raise the bicycle up. Cycle parking for staff should be undercover and secure.

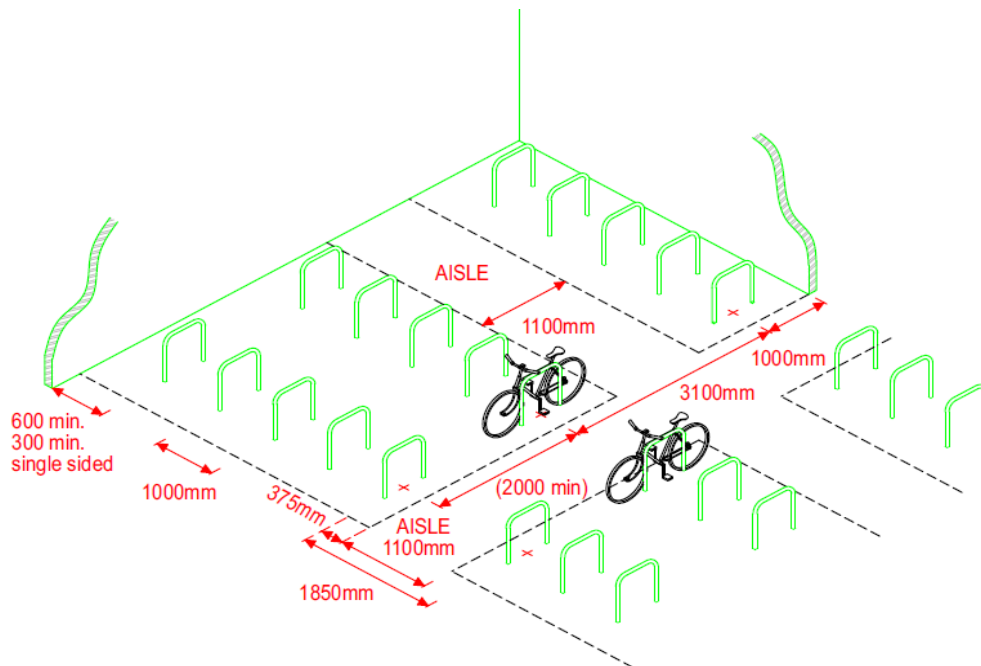
What type of cycle parking should be provided?

3.5.3 Although there are several types of cycle parking stands, the Sheffield stand is the most appropriate as it is easy to use, does not damage cycles, allows both wheels and the frame to be secured and is low maintenance. Alternative types of cycle parking to the Sheffield stand may be acceptable if manufacturers' details are supplied to the Transport Development Management Team, and if the design meets the basic requirements set out above. Where alternative types of parking are proposed the Council may require a proportion of the parking to be provided via Sheffield stands to ensure the parking remains attractive to all users. The applicant should consult the Transport Development Management Team at the earliest opportunity to discuss alternative designs.

Cycle parking layout

- 3.5.4 Parked cycles will have a footprint of 2m by 1m when attached to a Sheffield stand. Accordingly a minimum gap of 1m must be provided between two parallel Sheffield stands, at least 600mm between stands and surrounding walls and at least 2m between two banks of stands. Aisles should be provided between every two rows of Sheffield stands and must be at least 1.1m wide. Please refer to figure 1.

Figure 1: Illustrative cycle parking layout



Source: Cambridge City Council / Transport Initiatives

Visitor cycle parking

- 3.5.5 Visitor cycle parking should be provided within the development site. However, where this is not possible, contributions will be secured under S106 of the Town and Country Planning Act 1990 (as amended) for on-street cycle parking to meet the site's demand for visitor cycle parking. Such cycle parking may be provided on the carriageway in place of car parking.

Changing rooms and showers

- 3.5.6 Changing rooms and showers should be provided in non-residential developments.

Cycle parking for large developments

- 3.5.7 Where large developments require substantial provision of cycle parking, this should be split into suitable, smaller areas to increase accessibility and security for users. Distinct cycle parking facilities should be provided for each land use.

3.6 Car club

- 3.6.1 The borough has an extensive on-street network of car club bays. For large developments a contribution to new bays or the provision of publicly accessible new bays within the development itself may be required and would be secured under S106 of the Town and Country Planning Act 1990 (as amended). As set out in Chapter 2, where Travel Plans are required the Council will expect car club membership to be offered to new residents in order to encourage sustainable travel patterns.

3.7 The London Cycle Hire Scheme

- 3.7.1 The borough has an extensive on-street network of Cycle Hire docking stations between the Westway and the Thames. The Council wishes to see the scheme extended to all parts of the borough as part of any future expansion of the scheme. For large developments a contribution to new or extended docking stations or the provision of new docking stations within the development itself may be required to meet additional demand, particularly in those areas of the borough where the scheme does not currently extend. TfL is likely to seek such contributions. As set out in Chapter 2, where Travel Plans are required the Council may seek Cycle Hire scheme membership for new residents in order to encourage sustainable travel patterns.

3.8 Public Car Parks

- 3.8.1 The Council believes that the most sustainable way to address the problems of on-street car parking pressure is to reduce parking demand rather than to increase supply. Accordingly under the Consolidated Local Plan, the provision of new public car parks for the use of residents will be resisted in order to avoid traffic congestion and in order to encourage the use of more sustainable modes of travel. Further, development that seeks to provide additional parking for existing residents is likely to be resisted.
- 3.8.2 Under the Consolidated Local Plan, new non-residential public car parks will not be permitted due to the additional traffic they generate.

3.9 Motorcycle parking standards

- 3.9.1 Motorcycle use is increasing in London and with it an increased demand for motorcycle parking. If motorcycle parking is not available, the result can be inconsiderate parking of motorcycles on-street, which creates potential hazards

to other road users, particularly pedestrians. The Council therefore requires motorcycle parking in developments that require a Transport Assessment or where car parking is provided (see Chapter 2).

- 3.9.2 At least four spaces should be provided or at least ten percent of the total provision of car parking or one space per 600m² (6,458ft²) in non-residential developments, whichever is the greater.

3.10 Links and further advice

- 3.10.1 The Transport Development Management Team can provide advice on cycle and car parking and how the guidance set out in this chapter should be applied. Crossovers and accesses are covered in Chapter 5.
- 3.10.2 For more information on car club in the borough visit the Council's website. For more general information on car clubs visit Carplus.
- 3.10.3 For more information on the London Cycle Hire Scheme visit TfL's website.

4. Residents' parking permit-free development

National Planning Policy Framework basis:

Paragraph 29 states that “transport policies have an important role to play in facilitating sustainable development but also in contributing to wider sustainability and health objectives. Smarter use of technologies can reduce the need to travel. The transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice about how they travel”.

Paragraph 30 states that “encouragement should be given to solutions which support reductions in greenhouse gas emissions and reduce congestion. In preparing Local Plans, local planning authorities should therefore support a pattern of development which, where reasonable to do so, facilitates the use of sustainable modes of transport”.

Local Plan policy basis:

Consolidated Local Plan Policy CT1(b) requires “it to be demonstrated that development will not result in any material increase in traffic congestion or on-street parking pressure.”

Policy CT1(c) requires “that all new additional residential development be permit-free.”

4.1 Permit-free

Why is permit-free required?

4.1.1 Despite having some of the lowest levels of car ownership in the country the borough experiences very high levels of on-street residents' parking demand such that the occupancy level of spaces is high in most of the borough and at most times of the day and night. The impacts of high parking demand are well understood and include:

- drivers being forced to circulate around an area seeking empty spaces which causes unnecessary congestion, environmental pollution and noise disturbance;
- drivers being tempted to park in dangerous or inconvenient locations, such as close to junctions or on pedestrian crossing points;
- drivers having no choice but to park some distance from their homes causing inconvenience and more serious problems for vulnerable residents.

4.1.2 The whole borough is subject to one Controlled Parking Zone and therefore the parking demand generated by new residential developments will not necessarily

be limited to the area surrounding the development. In order to ensure that development does not add to on-street parking demand in its locality, or in the borough's shopping centres, all new additional residential units will be required to be residents' parking permit-free. For the avoidance of doubt this includes all forms of residential development including new build, redevelopment, changes of use, conversion of HMOs, subdivision of larger dwellings and for developments where off-street parking is provided.

Swapping of permit eligibility

- 4.1.3 The permit-free policy set out in the Consolidated Local Plan and the guidance in this document will not be applied retrospectively to existing residential units. The swapping of permit eligibility between existing properties or between existing and new residential properties is not equitable or effective in achieving the aim of the policy as it will often result in an increase in on-street parking demand due to the different quality, size or location of the existing and new dwellings. For these reasons the swapping of permit eligibility between residential properties will not be accepted.
- 4.1.4 The swapping of parking permit eligibility in respect of multi site redevelopments may be permitted where several land uses are being swapped and where several planning permissions are linked by planning obligation but only if it can be demonstrated that such a swap would not result in an increase in on street parking demand in any given area.

Capping of permit eligibility

- 4.1.5 Given the low level of car ownership in the borough, even a cap of one permit per property is above the average level of demand. Therefore capping permits as an alternative to permit-free is not acceptable as it does not meet the key principle of ensuring new residential development does not add to on-street parking demand.

Car Club

- 4.1.6 Although to be welcomed, the provision of Car Club vehicles does not guarantee that new development will not result in increased on-street parking demand and therefore Car Club is not accepted as an alternative to permit-free.

Purple badge holders

- 4.1.7 The Royal Borough operates a Purple Badge scheme for people with disabilities living or working in the borough. The permit-free policy does not apply to those eligible for a Purple Badge and such residents can secure a Purple Badge even if they reside in a permit-free property.

New residential dwellings where car parking already exists

- 4.1.8 Where new residential dwellings are created in an existing residential building that has car parking, the new additional residential dwellings must be both permit- and car-free. This is necessary to ensure that any new demand for car parking from the new additional dwellings does not displace existing car parking

demand from the existing, non permit-free, residential dwellings on to surrounding streets.

Loss of garages and other off-street car parking

- 4.1.9 The conversion of garages to residential accommodation and loss of hard standings for parking can result in vehicles being displaced onto surrounding streets. Such proposals will only be deemed acceptable and consistent with the Consolidated Local Plan if the impact of parking demand being displaced on-street is mitigated by the property becoming permit-free or where the proposal will have townscape benefits and new on-street parking can be created (see Chapter 5).

Additional requirements

- 4.1.10 Developers will be required to clearly identify at application stage which units will be permit-free.
- 4.1.11 Permit-free provisions will be secured by a legal agreement made under S106 of the Town and Country Planning Act 1990 as amended, Section 16 of the Greater London Council (General Powers) Act 1974 and all other powers so enabling. The agreement must be completed before a planning permission providing additional residential units will be granted.
- 4.1.12 To ensure that future residents are aware of the permit restrictions, a charge will be entered on the local land charges register. This will ensure that any new purchasers of the property will be made aware of its permit-free status during conveyancing. The planning obligations will also assist in making those who rent a property aware that it has permit-free status. In addition, those developing permit-free properties will be required to advertise the status of the properties in all marketing material.
- 4.1.13 The Council will not issue parking permits to any properties that have been granted permission subject to permit-free restrictions, except to residents eligible for a Purple Badge.

5. Accessing development and pavement crossovers

Key Principle: Accesses should serve to increase permeability into development without compromising the visual or functional quality of the streetscape, highway safety, traffic flow or on-street parking availability.

National Planning Policy Framework basis:

Paragraph 32 states “plans and decisions should take account of whether safe and suitable access to the site can be achieved for all people”.

Paragraph 53 states that “local planning authorities should consider the case for setting out policies to resist inappropriate development of residential gardens, for example where development would cause harm to the local area”.

Paragraph 69 states that “planning policies and decisions should aim to achieve places which promote safe and accessible developments, containing clear and legible pedestrian routes, and high quality public space, which encourage the active and continual use of public areas”.

Paragraph 75 states that “planning policies should protect and enhance public rights of way and access. Local authorities should seek opportunities to provide better facilities for users, for example by adding links to existing rights of way networks”.

Local Plan policy basis:

Consolidated Local Plan Policy CT1 (b) requires “it to be demonstrated that development will not result in any material increase in traffic congestion or on-street parking pressure”.

Policy CT1 (g) requires “improvements to the walking and cycling environment, including securing pedestrian and cycle links through new developments”.

Policy CT1 (h) requires “new development to incorporate measures to improve road safety, and in particular the safety of pedestrians, cyclists and motorcyclists, and resist development that compromises road safety”.

Policy CT1 (p) requires “that development does not reduce access to, or the attractiveness of, existing footways and footpaths used by the public, or land over which the public have a right of way”.

Policy CR1 (e) resists “the gating of existing streets and the development of new gated communities”.

Policy CR4 (g) states the Council will “resist pavement crossovers and forecourt parking”.

Policy CL6 (a) resists small-scale development which inter alia “harms the character and appearance of the existing building, its setting or townscape” or “results in a cumulative effect which would be detrimental to the character and appearance of the area”.

Policy CE2 (f) states the Council will “resist impermeable surfaces in front gardens”.

5.1 Crossovers

5.1.1 Additional pavement crossovers (dropped kerbs in the footway for vehicles to access a property) will normally be harmful to the pedestrian environment, the streetscape and on-street parking conditions. As a result, the number of crossovers to a new development must be minimised.

When is planning permission required?

5.1.2 Planning permission will be required for crossovers in any of the following circumstances:

- The property is on a classified road;
- Any associated physical modification to the property requires planning consent. Generally any modification to a non-residential property or a residential property in flats will require planning consent. A limited number of works to dwelling houses are permitted under Part 1, Class F, of The Town and Country Planning (General Permitted Development) (England) Order 2015 if an Article 4 Direction does not apply. The advice of the Council’s planning officers (see Section 5.4) should be sought to establish whether any alteration to the property requires planning consent;
- The works are likely to affect a tree and the property is within a conservation area or contains a tree which is covered by a Tree Preservation Order (TPO).

5.1.3 Whether or not planning consent is required, all proposals for pavement crossovers require approval under Section 184 of the Highways Act 1980 from the department of Planning and Borough Development (see Section 5.4). Where crossovers also require changes to on-street parking then changes will need to be made to the Council’s Traffic Management Orders. This is separate to the planning process and is subject to additional public consultation.

How will applications for crossovers be considered and what is required?

5.1.4 Crossovers and forecourt parking will not gain consent if they:

- increase pressure on on-street parking spaces (generally this will be crossovers that result in the loss of on-street parking without a net gain of at least two parking spaces overall, taking account of both off-street and on-street parking spaces); or
- endanger the safety of pedestrians and other road users; or

- have a negative impact on the local townscape through the loss of boundary walls, railings and gardens;
- (on narrow pavements) would create an uneven surface for pedestrians to negotiate or;
- impact on street trees.

5.1.5 The Council's standards for the design and widths of vehicle crossovers in the borough are as set out in Table 5.1 below. The Council, or TfL on the Transport for London Road Network (TLRN), will carry out the construction of the crossover and charge all costs incurred to the applicant. These costs include the costs of modifying parking restrictions (through altering the Traffic Management Order) and any required consultation.

5.1.6 New vehicle accesses must provide adequate visibility splays so as to allow a driver exiting the site to see both vehicular traffic on the adjoining carriageway and pedestrians on the footway. In order to achieve this it may be necessary to set back the building line in the vicinity of the access, use visually permeable boundary treatments such as railings or restrict any obstruction to below 600mm in height.

Table 5.1 Design Standards for Vehicular Crossovers

Purpose of Crossover	Width of access at back of footway	Break in kerbside parking
Access to individual garage or parking space	2.3m	4.3m
Access to double parking spaces	4.2m	6.2m
Commercial or large residential sites	Autotrack drawings should be supplied to ensure the access proposed is appropriate for the size and type of vehicles expected.	

5.1.7 One metre clearance to on-street parking bays is required on either side of an access. This distance is necessary to aid visibility and the manoeuvring of vehicles into the access. Additionally it takes account of the potential that vehicles parked on street might overhang beyond the extent of the parking bays.

5.1.8 Where crossovers are permitted the parking surface should be permeable in order to allow rain water to drain directly into the soil. The dimensions of off-street parking spaces including those in garages and hardstands are included at Paragraph 3.2.2.

Removing existing hard standing and crossovers

5.1.9 The Council will look favourably on applications to remove existing off-street hard standing areas or crossovers particularly where boundary walls and gardens are reinstated. In these instances the requirement set out at Paragraph 4.1.8 for such

proposals to be accompanied by a permit-free agreement may be waived where new on-street parking capacity can be created.

5.2 New road links to development

- 5.2.1 New vehicular accesses, where they are necessary, must meet safety and highway design standards and minimise disruption to pedestrian and other traffic. An increase in the number of vehicular accesses to a site should be avoided.
- 5.2.2 All new junctions to the road network must be designed to ensure that there would be no significant impact on traffic conditions in terms of increased queuing or delay, which can lead to significant air quality problems locally. To prevent increasing traffic congestion, the creation of new accesses to the TLRN, the Strategic Road Network (SRN) or other classified roads will generally be resisted where alternative access routes are practicable. Vehicular access to large development sites from local streets will generally be inappropriate.
- 5.2.3 Where access is proposed by way of a priority or signal controlled junction, the design should be discussed at the earliest stage with the Transport Development Management team (see section 5.4). The junction design should satisfy the principles of the Council's Streetscape Guide 2012, the guidance set out in Chapter 7, Manual for Streets and Manual for Streets 2 so that it contributes positively to the street scene and the environment for pedestrians and cyclists. Junctions must not be designed solely with reference to traditional geometric highways standards but rather should be an integral part of creating high quality pedestrian environments. While swept path drawings will be required to demonstrate how different vehicle types would manoeuvre through a proposed junction layout, the design must be fitting for the borough's constrained and often historic built environment.
- 5.2.4 Shared motor vehicle, pedestrian and bicycle entrances should be safe and welcoming to pedestrians and cyclists and be designed to indicate that those on foot or on bicycles have priority over motor vehicles; the design should ensure that those crossing the entrance (especially those with mobility impairments) take precedence over motor vehicles entering or leaving and can pass safely and without hindrance. Doors and gates should not open out over the highway.
- 5.2.5 All proposals for new road junctions linking new streets to existing roads must be safety audited. Road Safety Audits are required to identify potential road safety problems that may affect any users of the highway and to recommend measures to eliminate or mitigate these problems. Road safety audits should be undertaken after the design principles have been agreed with the Transport Development Management team. Stage 1 (Conceptual Design) and Stage 2 (Detailed Design) audits must be undertaken and reported to the Transport Development Management team prior to implementation. Additional Stage 3 (Construction) and

Stage 4 (Monitoring) audits might be required. Road Safety Audits should be undertaken independently of the Transport Assessment (TA) by consultants agreed with the Council.

- 5.2.6 Vehicles and pedestrians should be able to manoeuvre within sites safely. Where appropriate on larger sites, traffic calming measures may be required to ensure safety. The design of streets is covered in Chapter 7 – Streetscape.
- 5.2.7 Transport for London (TfL) will also need to be consulted on proposals for accesses onto the Transport for London Road Network and the SRN.

5.3 Pedestrian access to development

- 5.3.1 The provision of additional pedestrian accesses to development and existing properties is supported in principle. Any proposed accesses must be sensitively designed (in keeping with the Council's planning policies on design and conservation), should not impact on existing footways or pedestrian movement and must be safe to use.
- 5.3.2 Gates and doors should not open over the highway or other areas used by pedestrians and other traffic. Generally new accesses should be set back from the edge of footways or other trafficked areas, especially if the access will be frequently used. Developments generating large numbers of pedestrian trips should not be accessed from narrow footways. Where appropriate, additional footway width should be provided adjacent to accesses by setting back the building line.
- 5.3.3 New development will increase the demands on footways and other pedestrian facilities including crossings. Where appropriate, improvements to pedestrian infrastructure surrounding a development will be required as well as improvements to pedestrian routes to public transport facilities and local amenities. These improvements may include the creation of new routes through development sites and the widening of existing footways adjoining development. For larger developments, a Pedestrian Environment Review System (PERS) assessment will be required and, if deemed necessary by the Transport Development Management team, a pedestrian comfort level assessment. PERS assesses the quality of walking environments and allows substandard pedestrian facilities requiring improvement to be identified. For larger developments, developers may be expected to carry out a PERS assessment and to fund any interventions to the highway identified as being necessary following the assessment.
- 5.3.4 Where pedestrian access ramps are proposed these must be set within the curtilage of the building. Where ramps protrude onto footways, they restrict the footway width available for pedestrian movement, are a trip hazard and detract

from the appearance of the street. As a result the installation of access ramps on the highway is likely to be resisted. Ramps and steps should be designed within the development site and should adhere to the requirements of the Council's Access Design Guide SPD. Where existing site conditions make full adherence to the Access Design Guide SPD challenging, if not impossible, improvements to access should be secured in a way that does not impact on the functioning or appearance of the street.

5.4 Links and further advice

- 5.4.1 Where any modification to the highway is proposed or where a new access is proposed, developers should contact the Transport Development Management team (transportationDC@rbkc.gov.uk) at an early stage to discuss the scope of what can be achieved or would be permitted.
- 5.4.2 To establish whether planning permission is required for a crossover please contact Planningline on 020 7361 3012 or planning@rbkc.gov.uk.
- 5.4.3 The application form for consent for pavement crossovers under S184 of the Highway Act is available online at the [Council's website](#).
- 5.4.4 Transport for London (TfL) will be consulted on proposals for crossovers located on the Strategic Road Network (SRN) or Transport for London Road Network (TLRN) where TfL's standards for provision of new crossovers will be relevant. Applicants are advised to contact TfL's Borough planning team directly on boroughplanning@tfl.gov.uk
- 5.4.5 Manual for Streets can be downloaded from the [Department for Transport's website](#).
- 5.4.6 The Access Design Guide SPD can be downloaded from the [Council's website](#).
- 5.4.7 Further guidance on the use of permeable surfaces is available in the DCLG document *Permeable surfacing of front gardens: guidance* (May 2009).

6. Servicing development

Key Principle: Servicing facilities should be designed and managed to avoid undue impacts on highway users, the streetscape or neighbour amenity, while being effective in satisfying developments' servicing needs.

National Planning Policy Framework basis:

Paragraph 35 states “developments should be located and designed where practical to accommodate the efficient delivery of goods and supplies” and “create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter”.

Local Plan policy basis:

Consolidated Local Plan Policy CR7 requires “servicing facilities to be well designed, built to accommodate the demands of new development and sensitively integrated into the development and the surrounding townscape. In particular servicing activities should not give rise to traffic congestion, conflict with pedestrians or be detrimental to residential amenity. To deliver this the Council will:

- (a) require sufficient on-site servicing space to accommodate the number and type of vehicles likely to be generated and to ensure that this can take place without manoeuvring on the highway;*
- (b) require a Servicing Management Plan for all sites with on-site servicing space that will control the hours of servicing, including detail on how vehicles will be managed, and controls on the types and sizes of vehicles to ensure they are appropriate to the local area and are environmentally acceptable;*
- (c) require, where developments cannot provide on-site servicing space, that it is demonstrated that the proposal can function satisfactorily without giving rise to adverse effects on traffic congestion, pedestrian safety, residential amenity or impact on bus routes. A Servicing Management Plan will be required in these instances;*
- (d). require on-site servicing space and entrances to be sensitive to the character and appearance of the building and wider townscape and streetscape.”*

Policy CE3 (c) requires “provision of adequate refuse and recycling storage space which allows for ease of collection in all developments”.

Policy CL1 requires “all development to respect the existing context, character, and appearance, taking opportunities available to improve the quality and character of buildings and the area and the way it functions.”

6.1 Design of servicing facilities

How should servicing demand be assessed?

- 6.1.1 Servicing activity is integral to all land uses. Different uses have different servicing needs. In all cases, it is essential that effective servicing capability is designed into development schemes from the outset. Designing servicing facilities is challenging given the need to avoid undue impacts on highway users, the street scene or neighbour amenity while satisfying a development's operational needs. Accordingly, the Transport Development Management team should be contacted at an early stage to discuss development requirements.
- 6.1.2 Planning application submissions must clearly address the issue of servicing and explain how a development's servicing needs would be accommodated (see Chapter 2 on assessing and minimising the impact of development). Servicing management plans should be submitted with any proposal providing off street servicing facilities or any proposal generating a significant on-street servicing demand (See Section 6.2).
- 6.1.3 For larger developments (of greater than 5,000m² GFA) it will usually be necessary to provide servicing space on-site for delivery by heavy goods vehicles. Where such space is not proposed, applicants must demonstrate, to the satisfaction of the Council, that a development's servicing needs can be accommodated on street without detrimental impacts. In all cases, the Council requires the servicing of large developments to be carefully managed in adherence to agreed Servicing Management Plans (SMP).

How should servicing facilities be designed?

- 6.1.4 Where a servicing space or access route to an off-street servicing or parking area is provided and this requires a break in the building or building line, this should be designed with pedestrian safety and security in mind, and be attractive and sensitive to the character and appearance of the building and the wider streetscape. Additionally the design of any associated equipment (including ramps, gates, shutters, traffic signals) visible from within the public realm is important, must be unobtrusive, and respect the character and appearance of the area.
- 6.1.5 Servicing vehicles must not reverse out onto the highway. Such manoeuvres could endanger pedestrians and other road users. Servicing facilities must be designed to minimise the need to reverse on or from the highway. Sufficient visibility splays must be provided to enable safe manoeuvring to take place. Depending on the context, the use of banksmen may be required. On larger sites, it may be necessary to provide a vehicle turning area within the site.
- 6.1.6 Developments should be designed to ensure that loading or unloading on the highway (or other areas used by pedestrians) does not impede pedestrian movement or detract from the pedestrian environment. For this reason moped

based take-away businesses without convenient off-street parking will not be acceptable in many parts of the Borough. Provision for motorcycle courier drop off and pick up should be made within larger developments.

- 6.1.7 All servicing activity should be managed to minimise any impacts on highway operation, residential amenity or the environment. Companies servicing premises in the Borough should participate in Transport for London's 'Freight Operator Recognition Scheme', an accreditation scheme that aims to improve safety and reduce environmental impact. In the context of the Royal Borough where the air quality is poor the use of clean vehicles and controlling idling engines is particularly important.

6.2 Servicing Management Plans

When are Servicing Management Plans (SMPs) required?

- 6.2.1 SMPs are required for all sites with off-street servicing facilities and all developments likely to generate significant servicing on-street such as supermarkets, tourist attractions and large hotels (see Chapter 2 on assessing and minimising the impact of development). SMPs must be submitted to and approved by the Council before planning permission is implemented or a development is occupied.

What should a Servicing Management Plan include?

- 6.2.2 Servicing management plans should include the following:
- how delivery vehicles and servicing will be managed at the site;
 - the hours of deliveries and servicing, timed to avoid peak traffic hours;
 - how deliveries will be controlled to ensure the development does not adversely affect the highway;
 - an explanation of the controls on the types and sizes of vehicles accessing the site to ensure they are appropriate to the local area and environmentally acceptable in terms of exhaust and noise emissions.
- 6.2.3 The SMP must be consistent with the London Lorry Control Scheme, operated by London Councils and, if applicable, TfL's 'Code of practice for quieter out of hours deliveries'. The latter was developed in conjunction with traffic management measures implemented during the London 2012 Olympics and remains valuable.
- 6.2.4 Where no off-street servicing space is provided, but where on-street servicing is likely to occur, a drawing showing when and where legal servicing can take place on-street must be provided. Developers should produce swept path drawings to demonstrate that the loading will operate satisfactorily and can accommodate all those vehicles that need to access the development.

6.3 Local supermarkets

- 6.3.1 The servicing of local supermarkets in the borough is often challenging. Such establishments are generally situated on constrained sites with no scope to provide off-street servicing space. Consequently servicing must take place on-street. In some locations this has proven to be problematic. Supermarket lorries have disrupted traffic movement on borough streets, goods cages have blocked footways and residential amenity has been impacted by noisy late night activity. Given these potential impacts, proposals for new supermarkets might not be acceptable in some locations.
- 6.3.2 The acceptability of proposals will depend on whether the capacity of adjacent footways, kerbside loading areas and/ or carriageways can accommodate the activity generated without unacceptable impacts on the highway or highway users, including pedestrians. Where sufficient highway capacity is identified, intensive management will be required through a SMP to avoid undue impacts. Appropriate management measures may include restricting the size of delivery vehicles used, limiting the number of deliveries per day and restricting the times of deliveries.

6.4 Home deliveries

- 6.4.1 Larger residential developments should provide locations for storage of home deliveries to reduce abortive courier trips and increase the attractiveness of home deliveries in lieu of using a private car.

6.5 Refuse storage and collection

- 6.5.1 Adequate provision for refuse storage including distinct storage for recyclables will be expected within all development proposals. Refuse storage facilities should be sited to allow for easy collection. All refuse storage facilities must be provided within the boundary of the site. The placement of waste from new developments on footways, whether publically or privately maintained, is not acceptable. Developers should consult the Waste Management Service (see Section 6.6) before submitting proposals for both new buildings and the conversion of existing buildings.

Access requirements for refuse collection crews

- 6.5.2 In larger developments service roads should, wherever possible, allow for refuse vehicles to operate through a development without the need to reverse. Where the refuse vehicle must reverse into the development, provision at the entrance should allow for this to be done without hindering the flow of traffic on the

highway. The distance that a refuse vehicle has to reverse should not generally exceed its own length.

- 6.5.3 Where large wheeled bins (including Paladins, Chamberlains and Eurobins) are to be used, the refuse storage area should be sited within 10 metres of the location where the bins would be mechanically lifted into the refuse collection vehicle. The pulling route should be as level as possible. Where dustbins or sacks are to be used, the storage area should be sited within 25m of the collection point.

What are the requirements for refuse storage areas?

- 6.5.4 Commercial, community, social and other non residential establishments will have specific waste requirements depending on how they operate. Proposals for non residential development should be worked up in consultation with the Waste Management Service.
- 6.5.5 In residential developments, the minimum standards for refuse storage areas are included in Table 6.1.

Table 6.1 Refuse Storage Requirements for Residential Developments.

Dwelling Type	Bins required	Storage area required
Single Dwelling House	Two British Standard Dustbins (700m high and 640mm diameter)	Each bin enclosure should measure 650mm wide, 700mm deep and 1.15m high. Each bin store should be independently accessible
Converted Flats	Two British Standard Dustbins per flat where possible	As above
New Build Flats	One Eurobin (or equivalent) for every 18 residents A Eurobin measures 1.205m, 97mm deep and 1.34m high.	There must be at least 2m vertical clearance in the refuse storage area.

- 6.5.6 In larger developments, additional storage space will be required to deposit bulky items of waste for special collection and to avoid such items being dumped on street.
- 6.5.7 Details of refuse storage facilities must be included on drawings submitted to the Council when applying for planning permission (see Chapter 2 on assessing and minimising the impact of development).

6.6 Links and further advice

- 6.6.1 The Transport Development Management team (transportationDC@rbkc.gov.uk) can provide advice on servicing and how the guidance set out in this chapter should be applied.
- 6.6.2 The Waste Management Service (streetline@rbkc.gov.uk; 020 7361 3001) can provide advice on how refuse requirements should be accommodated within development.
- 6.6.3 Further guidance on Servicing Management Plans can be found on [TfL's website](#).

7. Streetscape

Key Principle: Development should contribute towards improving the visual, functional and inclusive quality of our streets to make them more attractive places to use and to encourage walking and cycling.

National Planning Policy Framework basis:

Paragraph 58 states “planning policies and decisions should aim to ensure that developments establish a strong sense of place, using streetscapes and buildings to create attractive and comfortable places to live, work and visit”.

Paragraph 59 states “local planning authorities should consider using design codes where they could help deliver high quality outcomes. However, design policies should avoid unnecessary prescription or detail and should concentrate on guiding the overall scale, density, massing, height, landscape, layout, materials and access of new development in relation to neighbouring buildings and the local area more generally”.

Local Plan Policy basis:

Consolidated Local Plan Policy CR4 requires “improvements to the visual, functional and inclusive quality of our street, ensuring they are well designed and maintained to a high standard. To deliver this the Council will:

- (a) require all work to, or affecting, the public highway, to be carried out in accordance with the Council’s adopted Streetscape Guidance;*
- (b) require all redundant or non-essential street furniture to be removed; retain and maintain historic street furniture, where it does not adversely impact on the safe functioning of the street;*
- (c) require that where there is an exceptional need for new street furniture that it is of high quality design and construction, and placed with great care, so as to relate well to the character and function of the street;*
- (d) require that by reason of size, siting, design, materials or method of illumination, advertising on buildings does not harm the appearance of the building or streetscene, and does not adversely affect amenity, or public or road safety;*
- (e) resist temporary or permanent advertising hoardings, or freestanding adverts on streets, forecourts or roadsides, or advertisements attached to street furniture, where these negatively impact on our high quality townscape or on public or road safety;*
- (f) resist pavement crossovers and forecourt parking;*
- (g) require all major development to provide new public art that is of high quality and either incorporated into the external design of the new building or carefully located within the public realm”.*

Policy CR 1 requires a “well connected, inclusive and legible network of streets to be maintained and enhanced. To deliver this the Council will:

- (a) require, in areas of regeneration and large scale redevelopment, the new street network to be inspired by the Borough’s historic street patterns to ensure optimal connectivity and accessibility;*

- (b) require new street networks to be established with a clear function, hierarchy and choice of routes, designed to optimise connectivity, accessibility and legibility, and to reflect the historic and finely grained block structure of the Borough;*
 - (c) require new links and the removal of barriers that disconnect access for pedestrians, cyclists and people with limited mobility;*
 - (d) require new streets to be built to adoptable standards;*
 - (e) resist the gating of existing streets and the development of new gated communities;*
 - (f) require new streets to be designed to be attractive, safe, minimise opportunities for crime, and be inclusive to all.”*
- Policy CT1 states that “the Council will ensure that there are better alternatives to car use by making it easier and more attractive to walk, cycle and use public transport”. To deliver this the Council will inter alia:*
- (g) “require improvements to the walking and cycling environment, including securing pedestrian and cycle links through new developments”;*
 - (h) “ensure that development does not reduce access to, or the attractiveness of, existing footways and footpaths used by the public, or land over which the public have a right of way”.*

7.1 Achieving good streetscape

- 7.1.1 Streetscape is defined not only by the buildings around us but also by the scale and proportion of the spaces between those buildings. The quality of paving, the design of lighting and street furniture, general lack of clutter and an air of good maintenance can determine whether the scene is pleasing to the eye or an assault on the senses. These elements of the street scene, paving, street boundaries, street furniture, lighting and signing, when designed well and carefully co-ordinated, can be used to create a distinctive sense of place whilst enhancing the built form, giving greater emphasis to the qualities of particular buildings and landmarks, and bringing out the character of residential areas.
- 7.1.2 Nowhere in the Royal Borough should be excluded from a thoughtful approach to the treatment of streetscape that seeks to bring out the best in an area. It is important to remember that streets are places in their own right, not just routes from one location to another, and are central to giving identity to an area and structure to a city. New developments should serve to enhance our streets as places and to improve their role as conduits for pedestrian, cyclist and other traffic.
- 7.1.3 Good streetscape is inclusive, facilitating safe and easy movement for all pedestrian groups. Development proposals should seek to preserve and wherever possible enhance the inclusiveness of our streets by improving the street environment for all pedestrian groups and cyclists. Where development proposals include plans for new streets, these must be fully accessible and

permit unfettered public access at all times to ensure that a proposal's benefits for connectivity and permeability are realised.

- 7.1.4 Maintaining good streetscape requires active stewardship. Ground surfaces become damaged over time and need periodic renewal. Streets can become cluttered with street furniture including signage, adverts and utility boxes in the absence of an effort to restrict superfluous items. The Council has produced online guidance entitled the [Streetscape Guide 2012](#) which forms a reference manual of good practice for all concerned with the design and implementation of streetscape schemes and the maintenance of the highway. Development proposals will be assessed on whether they have taken opportunities to contribute positively towards achieving, maintaining or improving a good streetscape.

7.2 Streetscape improvements required to mitigate development

- 7.2.1 New development increases the pressure on our streets by generating additional pedestrian and vehicular traffic, additional demand for parking and on street servicing and by increasing their use as places in which to spend time. These increased demands can compromise the functioning of streets and often cannot be accommodated without modifications to the street layout. Streetscape improvements will be required to mitigate development impacts on the functioning of our streets. Such interventions, related in scale and kind to the development, will be necessary to make development acceptable in planning terms.

7.3 Design requirements for streetscape improvements

- 7.3.1 Streetscape improvement schemes should provide simple clean designs using a minimal palette of high quality paving materials and a minimum of street furniture. On most streets the typical arrangement of a carriageway flanked by generous parallel footways is the most appropriate layout in functional and visual terms. However in some locations innovative and imaginative designs will be encouraged, particularly where they remove barriers and restrictions in the allocation of road space. Single surface schemes will be acceptable if they serve to create a better balance of priorities between drivers and pedestrians, slow traffic down and ensure accessibility for all.

Footways

- 7.3.2 Footways should be generously proportioned and, in all cases, at least two metres wide to provide sufficient width for pedestrians, including those using

push chairs or wheelchairs, to pass each other and obstructions such as lamp columns or street trees with ease. On mixed use frontages additional footway width will be required to accommodate greater pedestrian footfall and activities such as servicing, window shopping and conversing. Footway width should be sufficient to allow pedestrians to wait adjacent to pedestrian crossings to cross the road without blocking the footway. Minimum clear footway width requirements in Town Centres are set out at Table 9 in Section 9.1.

- 7.3.3 Paving forms the foreground for almost every street scene and helps to accentuate the visual continuity of a street. A simple and well-constructed paving pattern visually unifies an area. In the Royal Borough large slabs are used and these are laid in a staggered pattern to produce a smooth uninterrupted surface. Within new developments new footway areas should be laid in York stone paving slabs with Granite kerbs (or such other materials that may be agreed by the Council). Where the impact of a new development necessitates the renewal of an adjacent or nearby footway, paving materials matching those of the existing footway should be provided. Opportunities to extend nearby areas of York stone paving to the frontages of development sites should be taken to improve the visual quality of our streets and the setting of development.
- 7.3.4 Where a new development would result in the creation of a private forecourt to the inside of a footway, a continuous paving pattern in a consistent material should be provided across the full width of the footway. The boundary between the public and private areas can be marked with either a stainless steel strip or a series of widely spaced stainless steel studs. Alternatively the Council will consider adopting such areas.
- 7.3.5 The 'footway' includes areas of privately maintained forecourt over which the public have a right of way on foot. There are areas of privately maintained forecourt directly in front of the majority of commercial premises in the Royal Borough. These are valuable areas within the public domain and contribute to the attractiveness of the pedestrian environment by providing additional footway width. The Council will resist the loss of such areas to new building including raised decks or enclosure by barrier. The incremental loss of pieces of highway would cumulatively have a deleterious effect on the Borough's high quality pedestrian environment.
- 7.3.6 The Council does not welcome the installation of any new pavement lights or smoke vents in the footway. Such insertions within the footway, impact on the appearance of the street, require additional maintenance and can make the footway surface slippery or uneven to the detriment of pedestrian safety. The use of the highway to provide light to the lower floors of building will not generally be acceptable.

Carriageways

- 7.3.7 Where a street layout providing a formal carriageway is proposed, the carriageway width should be set at the minimum necessary to accommodate every day vehicular movement. On lightly trafficked residential streets, relatively narrow carriageways can satisfy every day vehicular access needs. This may result in vehicles having to pull in to allow opposing vehicle to pass as is common in urban environments. Imaginative junction treatments can be used to allow the occasional large vehicle to access a street. As explained in the Department for Transport's "Manual for Streets", a street layout must be appropriate for the relative importance of a street's 'place' and 'movement' functions. The primary function of most new streets in the borough will be residential and therefore they will have a predominately 'place' function. Streets should be designed accordingly with limited carriageway widths. Carriageway widths should not exceed that necessary to satisfactorily accommodate vehicular movement and will depend on the streets' functions and importance. Narrow streets reduce vehicular traffic speeds making pedestrians feel safer and encouraging pedestrian activity on the street. The provision of narrow carriageways should obviate any future need to provide traffic calming measures which would detract from the street scene.
- 7.3.8 Surface materials on carriageways should be laid in accordance with the requirements of the Council's Streetscape Guide 2012 and should not include coloured surfaces.

Kerb lines and radii

- 7.3.9 Kerb lines should be aligned parallel to building lines. Alterations to the kerb line, such as pavement build-outs, recessed parking or loading bays should be avoided. They disrupt the visual continuity of the street and the close relationship of the built form and the adjacent pavement width and line that often form subtle but nonetheless important townscape features, particularly in historic areas. Any requirement to narrow the carriageway should be considered as an issue for the whole street not restricted to small areas that would result in an irregular kerb line.
- 7.3.10 Junction designs must facilitate direct pedestrian desire lines and serve to reduce vehicle turning speeds in order to enhance pedestrian safety and the pedestrian environment. At street corners, kerb radii should be the minimum necessary to accommodate every day turning manoeuvres at low speed. Tight junction designs should not be realised using footway build outs. Rather carriageway widths should be minimised as set out above.

Pedestrian crossings

- 7.3.11 Facilities for pedestrians to cross carriageways should be provided on all significant pedestrian desire lines. The provision of crossing points enhances permeability and connectivity through development and increases accessibility. Where development would significantly increase pedestrian demand to cross an

existing road, contributions will be sought to improve crossing facilities. When considering whether to provide additional crossings the impact on traffic flow will be considered.

7.3.12 At all designated crossing points on roads or other vehicle carriageways:

- the kerb must be ramped flush to the carriageway, with a gradient not steeper than 1:12;
- the crossing should be identifiable to visually impaired pedestrians by the use of tactile paving where appropriate;
- crossing ramps must be located directly opposite one another and preferably at a right angle to the carriageway;
- the detailed design and materials must be agreed by the Transport Development Management team.

The requirements of each site will be determined according to need, streetscape and road safety considerations. Further detail on the design of crossings is included in the Council's [Streetscape Guide 2012](#).

Street trees

7.3.13 Any new trees planted on new streets or new areas of public domain must be positioned to minimise the impact on pedestrian movement. New tree pits should be of sufficient size to satisfactorily accommodate the chosen specimen, but not larger and must be surfaced in compacted Old English Path Gravel. Bound gravel may be appropriate in areas with higher footfalls and where mechanical sweepers or high pressure jet washing is used. The use of grilles around new street trees will not be acceptable. The Council's Arboricultural section should be contacted to discuss the choice and planting of street trees.

7.4 Street furniture

7.4.1 The finest streetscapes have the minimum amount of street furniture. Only items that make a positive contribution deserve a place in the street. The Council seeks to remove superfluous or redundant items of street furniture and therefore additional items of street furniture will not normally be accepted unless there is a proven need. When such items are required their siting or use must not detract from the pedestrian environment by constraining the footway width available for pedestrian movement (clear footway width requirements are set out in Chapter 9). The placing of street furniture should not impede the pedestrian desire line, deflect pedestrians or result in chicanes on footways. Street furniture should be designed without sharp edges or protrusions and must not pose a hazard to pedestrian safety. Where possible, street furniture should be positioned in line with existing street furniture or street trees to limit the impact on pedestrian movement.

7.4.2 Historic street furniture, such as post boxes, bollards, drinking fountains, cattle troughs, monuments and cabmen's shelters are a cherished part of our past and help to create the Borough's distinctive sense of place. The Council will retain and preserve the Borough's remaining historic street furniture in situ wherever possible with a presumption for repair over replacement. Listed Building consent must be sought for any works that materially affect the historic and/or architectural interest of listed street furniture with it a criminal offence to remove or amend such street furniture without the grant of consent.

Street lighting

7.4.3 The predominant element of street furniture in any street is the street lighting. For this reason other items of street furniture should be co-ordinated with the lamp columns in terms of colour, material and design. The Royal Borough installs different types of lamp columns depending on the context. These are illustrated in the Council's [Streetscape Guide 2012](#) .

7.4.4 Where development incorporates a lighting scheme this must be worked up in conjunction with the Council's Street Lighting team. Lighting schemes should provide uniform 'white light' illumination along the street to prevent dark areas and avoid light pollution. The fixing of street lights to buildings will be appropriate in some contexts.

Bollards and guardrail

7.4.5 Streetscape improvements should be designed to avoid the need to use bollards or pedestrian guardrail. Any opportunities resulting from development to remove existing bollards or guard rail should be investigated. Where, as a result of development, bollards or guard rails are no longer required to meet safety requirements, the development should fund the cost of their removal to enhance the setting of the development and to benefit pedestrians.

Anti ram raiding devices and other security equipment

7.4.6 The provision of bollards within the street to protect property from ram raiding will not generally be acceptable. Protective security barriers should be provided within the envelope of the building from the early design stage. Any proposals for security sensitive uses should demonstrate that adequate security protection would be provided within the built envelope and that security measure on the highway would not become necessary in the future.

Phone kiosks, street cabinets and feeder pillars

7.4.7 The Council seeks to minimise the visual impact of phone kiosks and street cabinets as far as possible by ensuring that they are positioned sensitively and co-ordinated with other street furniture in the immediate vicinity. In most circumstances, the Council does not have any control over the placing of equipment on street by utilities, which have statutory rights in this regard. The Transport Development Management team will engage constructively with utility companies to achieve a minimal impact. In circumstances where consent is

required, only phone kiosks and street cabinets that are positioned as sensitively as possible, are of a size no larger than necessary to be functional and that satisfy a demonstrable need will be approved. We expect utility companies to maintain their equipment to a high standard both internally and externally.

Signage

- 7.4.8 Any signage or road markings provided with new streetscape improvements must have a clear justification. Usually only traffic signs conveying essential information, in the smallest and simplest format, should be provided. The use of larger format signs must be justified. Street name plates should be prominently located in order to aid navigation and, wherever possible, along with traffic signs should be located on buildings, railings, existing posts and lamp columns rather than on new posts.
- 7.4.9 Non statutory traffic signs are rarely essential and generally serve to add clutter to the public domain. Proposals for non essential traffic signs will be resisted.
- 7.4.10 New development, by generating pedestrian traffic, may require the provision of directional signage to facilitate pedestrian wayfinding. In such circumstances, new pedestrian signage, consistent with the Legible London wayfinding system (or any subsequent replacement to this system), should be funded by the development.

Adverts

- 7.4.11 Applications for Advertising Consent must be assessed on whether proposals for adverts would have implications for the amenity of the vicinity or for public safety. The former encompasses the impact of the adverts on the streetscape and the quality of the pedestrian environment.
- 7.4.12 The installation of freestanding adverts within the street or adverts attached to street furniture, including banners and flags, adds visual clutter to the public domain and can detract from the quality of the streetscape. Such installations can constrict footway width and detract from the quality of the pedestrian environment. As a result, proposals for new adverts including when mounted on street furniture on the street or on other areas of public domain will be resisted for detrimentally impacting on local amenity.
- 7.4.13 In some locations, such as at complex road junctions, roadside adverts, depending on their position, size and means of display, may unduly distract motorists and pose an unacceptable risk to highway safety. Proposals for such adverts should be avoided.
- 7.4.14 Dynamic video adverts are more likely to distract motorists than static ones. Scrolling adverts, though somewhat dynamic, are less distracting than video adverts. Generally only static adverts will be consented on-street or at the roadside and only where it is demonstrated that they are acceptable in respect of amenity and public safety (see Section 9.2).

7.5 ATMs

- 7.5.1 The installation of ATMs adjacent to the highway can impact on pedestrian movement if people using, or queuing to use, the machines significantly block the footway. ATMs should only be sited on frontages where the footway width adequately exceeds that required to accommodate passing pedestrian traffic (clear footway width requirements are set out in Chapter 9). ATMs should not be positioned adjacent to constrictions on the footway such as bus shelters, trading pitches or telephone kiosks.

7.6 Projections over the highway

- 7.6.1 Awnings or other projections over the footway should be positioned so as to ensure pedestrian and highway safety and to maintain an attractive and spacious public realm. The minimum vertical clearance above the footway is 2.3m for awnings and 2.6m for solid structures including projecting signs. Such projections must not encroach within 1m of a carriageway. Buildings and structures that overhang the public highway require a licence from the Director of Transport and Highways. The Transport Development Management team should be contacted in the first instance.
- 7.6.2 The minimum vertical clearance required above, or within one metre of, a carriageway depends on the type of vehicles using it but will generally be 5.3m unless it can be demonstrated that a lower clearance is acceptable.

7.7 Securing and maintaining good streetscape

Works on the highway

- 7.7.1 All works to the highway, required as a result of development, must be carried out in adherence to the Council's Streetscape standards set out in this chapter and in the [Streetscape Guide 2012](#) or, on the TLRN, to TfL's 'Streetscape Guidance' (see section 7.8). Any work on the highway will be carried out by the Council (or TfL on the TLRN) at the expense of the developer.
- 7.7.2 Payment for works to the highway, required as a result of development, will be secured either by means of an agreement under section 278 of the Highways Act 1980 or a Planning Obligation under section 106 of the Town and Country Planning Act 1990.

Adoption of new streets as highway

- 7.7.3 To ensure that new streets are accessible to the public in perpetuity and that they are well maintained and integrated into the borough's street network, the Council will generally adopt newly created streets. Developers must build new streets to a standard that meets the Council's satisfaction and therefore early discussion with the Transport Development Management team is essential.
- 7.7.4 The standards the Council will apply encompass all streetscape standards included in this document, the Council's Streetscape Guide 2012, the construction standards set out below and industry best practice. The exact detail of the design and construction standard will vary on a site by site basis depending on the street proposed, the traffic it will be carrying and the sub surface conditions.
- 7.7.5 Where new streets are proposed within a development, the Council requires that they be built to a standard that meets the Council's satisfaction and that allow unfettered public access. The Council will positively consider adopting new streets where they are built to an appropriate standard. To these ends, developers proposing new streets will be obligated to make best endeavours to enter into an adoption agreement with the Council under section 38 of the Highways Act and to dedicate new streets as highway under section 37 of the Highways Act.

Construction standards

- 7.7.6 On carriageways, or other areas over run by vehicles, surface materials compliant with the [Streetscape Guide 2012](#) must be bedded on a 300mm concrete base. On areas used exclusively by pedestrians, paving must be bedded on a 150mm concrete base. Additional construction standards will apply as set out above.
- 7.7.7 Street drainage should be provided by gullies to drains covered by simply designed robust drain covers. Drainage grilles, which have a tendency to become blocked and are difficult to maintain should not be used. All drainage/ servicing boxes related to a development must be accommodated within the development site rather than on existing highway.

Maintenance standards on private streets

- 7.7.8 The standards of maintenance expected on the public highway are also expected on the borough's privately maintained streets. Where privately maintained areas of public domain will be provided within development, maintenance management plans specifying maintenance service levels will be secured by planning obligation to ensure enduring high quality maintenance.

Preserving the existing streetscape

- 7.7.9 Application proposals can, by virtue of their siting, design or use, add to street clutter, increase congestion on the highway or disrupt the appearance of the

street. The Council will resist any applications for uses or structures that do not add positively to the streetscape.

7.8 Links and further advice

- 7.8.1 The Council has produced online guidance entitled the Streetscape Guide 2012 which forms a reference guide of good practice for all concerned with the design of streets or streetscape improvements and informs all work undertaken on the highway on the borough's roads. This document can be read online [here](#). Please contact the Transport Development Management team for further advice (transportationDC@rbkc.gov.uk).
- 7.8.2 The Council's Arboricultural section can be contacted on 020 7361 3012 or at planning@rbkc.gov.uk.
- 7.8.3 The Council's Street Lighting team can be contacted on 020 7361 3001 or at traffic@rbkc.gov.uk.
- 7.8.4 Where changes are proposed to the Transport for London Road Network reference should be made to TfL's Streetscape guidance, available online [here](#). TfL's Borough Planning team should be contacted at boroughplanning@tfl.gov.uk if modifications to the TLRN are proposed.
- 7.8.5 Manual for Streets is current Government guidance on how residential streets should be designed and built. It is available online [here](#).

8. Reducing the impact of construction on the highway

National Planning Policy Framework basis:

Paragraph 30 states that “encouragement should be given to solutions which support reductions in greenhouse gas emissions and reduce congestion”.

Paragraph 32 requires that “all developments that generate significant amounts of movement must be supported by a Transport Statement or Transport Assessment”.

Paragraph 115 states that “local planning authorities should seek opportunities to achieve each of the economic, social and environmental dimensions of sustainable development, and net gains across all three. Significant adverse impacts on any of these dimensions should be avoided and, wherever possible, alternative options which reduce or eliminate such impacts should be pursued. Where adverse impacts are unavoidable, measures to mitigate the impact should be considered”.

Local Plan Policy basis:

Consolidated Local Plan Policy CT1(b) requires “it to be demonstrated that development will not result in any material increase in traffic congestion or on-street parking pressure.”

Policy CT1(h) requires “new development to incorporate measures to improve road safety, and in particular the safety of pedestrians, cyclists and motorcyclists, and resist development that compromises road safety.”

Policy CT1(n) requires “that new development adjacent to the River Thames or Grand Union Canal takes full advantage of, and improves the opportunities for, public transport and freight on the water...”

Policy CL7 (k) requires “all basement development to ensure that traffic and construction activity do not cause unacceptable harm to pedestrian, cycle, vehicular and road safety; adversely affect bus or other transport operations (e.g. cycle hire), significantly increase traffic congestion, nor place unreasonable inconvenience on the day to day life of those living, working and visiting nearby”.

8.1 Construction Traffic Management Plans (CTMPs)

When is a CTMP required?

- 8.1.1 Demolition, excavation and construction traffic generated by new development of all scales can have serious impacts on the availability of parking, traffic flow, road safety, residential amenity and pedestrian convenience if not properly managed. Also, construction traffic contributes to the borough’s problem of poor air quality.

For these reasons construction traffic must be managed as effectively as possible and applicants are expected to submit a CTMP with any development proposals that have the potential to cause disruption. The disruption could be a result of a long construction programme, a high volume of vehicles, the need for lengthy or numerous parking suspensions or because of the constrained nature of local streets.

- 8.1.2 CTMPs are required with planning applications for basements and with major applications for development works. Such developments are likely to generate significant volumes of construction traffic. For other classes of development, that would generate less construction traffic, a CTMP is unlikely to be necessary. The need for a CTMP will depend on the nature of a development given the circumstances of its site.
- 8.1.3 Draft CTMPs submitted with planning applications must provide sufficient detail to demonstrate that the construction traffic and activity associated with the proposed development works would not cause unacceptable harm to pedestrian, cycle, vehicular and road safety, adversely affect bus or other transport operations (e.g. cycle hire), significantly increase traffic congestion, nor place unreasonable inconvenience on the day to day life of those living, working and visiting nearby.
- 8.1.4 The purpose of providing a draft CTMP at the outset is to ensure that developers have thought about how construction traffic is to be handled and neighbours of the development can see and comment on the way construction traffic and parking are to be dealt with. However, a condition will also be attached to each relevant planning permission seeking a final CTMP. That is because conditions may have changed between the date of the planning decision and the intended commencement. There is a need to take into account the cumulative impact with other developments. Early engagement with a contractor is advised so that the CTMP is relevant and realistic.
- 8.1.5 CTMPs (whether draft or final) should be prepared using the Council's [CTMP pro forma](#). The completion of this template, which covers all pertinent construction traffic issues, will result in a comprehensive plan, suitable for consideration. The document is structured as a questionnaire and includes vital guidance and explanatory text for each question. Failure to complete the pro forma could result in the submitted document being rejected by the Council for being inadequate and, in the case of basement development, could result in a development proposal being refused for this reason.
- 8.1.6 Applicants must detail how neighbours have been involved in generating the traffic management proposals contained within a CTMP. Applicants will be expected to have liaised with neighbouring residents and the Residents' Association for the street (if there is one) in advance of the application being made to ensure neighbours' views and concerns are taken into account. The

application submission should identify those persons that have inputted to the development of the plan. Local people understand the local context and can provide constructive and valuable advice on how best to carry out a development given the context. This engagement will help to highlight local concerns at an early stage and will result in an improved plan and fewer delays at the planning application stage.

- 8.1.7 All CTMPs, approved by the Council, will be secured by planning condition to ensure that developments are carried out in accordance with the approved plan. Failure to comply with the plan will result in planning enforcement action being taken. CTMPs can only be modified if a new planning application is made (and subsequently approved) to vary the proposed construction traffic arrangements. It should be noted that any highway licences or parking suspensions required from the Council will not be issued unless in complete accordance with the approved CTMP.

What must a CTMP contain?

- 8.1.8 The full requirements for CTMPs are set out in the [CTMP pro forma](#). The completion of this template will ensure that all pertinent points are addressed. The key information requirements comprise:

- Pre-submission neighbour consultation
- Routeing of Demolition, Excavation and Construction Vehicles
- Permitted Construction Traffic Hours (detailing the hours of vehicle access, which should be planned to avoid peak hours and school opening and closing times where applicable). The Council will not agree to deliveries or collections on Saturdays that would be in conflict with the Council's Code of Construction Practice.
- Site Access (detailing access arrangements to the site including site layout plans for different construction vehicle types including vehicles to remove spoil, concrete wagons and scaffolding lorries. Where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding, pedestrian routes and remaining footway width, parking bay suspensions and remaining road width for vehicle movements).
- Scheduling (detailing the estimated type, size and number of vehicles per day/week and how these movements would be managed effectively)
- Vehicle call up procedure
- Impact on other Highway Users (detailing any diversion, disruption or other abnormal use of the public highway during demolition, excavation and construction works and detailing measures and training to reduce the danger posed to cyclists by HGVs, including membership of the Freight Operators Recognition Scheme or an approved equivalent (see section 8.5))
- Parking Suspensions and Highways Licences
- General Management Issues
- Programme/ Key Dates

- 8.1.9 Applicants must provide an accurate (to scale) site layout drawing as an integral part of their CTMP, annotated with dimensions showing;
- all points of site access (vehicular and pedestrian);
 - where materials, skips and plant will be stored;
 - position of hoarding;
 - position of nearby trees;
 - where construction vehicles would wait to load/unload;
 - surrounding properties and their accesses;
 - parking bay suspensions;
 - a minimum of 1.2m clear footway width to be retained at all times and;
 - a minimum of 3m clear carriageway width to ensure that development activity does not block the road.

Failure to provide a satisfactory site layout drawing is likely to result in a CTMP being rejected for non-compliance with CT1 (b). CTMPs should also be supported by construction traffic route plans and vehicle tracking swept path analyses to demonstrate that construction traffic vehicles can access loading positions satisfactorily and that local traffic would not be blocked by construction activities.

8.2 Measures to reduce the impact of construction

Maintaining Safe Traffic Flow

- 8.2.1 We will only agree to construction arrangements where a minimum of 3m of clear roadway width can be maintained during deliveries. This is to ensure that the road does not become blocked. If necessary, parking bays must be suspended to achieve this. Where the maintenance of 3m clear roadway width is impossible, temporary blockages will only be permitted subject to stringent controls:
- Pedestrian passage is maintained at all times.
 - Vehicular access to adjacent properties is maintained at all times.
 - Emergency Access is maintained at all times.
 - Motorists are adequately forewarned of the blockage.
 - Trees do not become damaged.
 - Blockages must be limited to between 9.30am and 3pm
- 8.2.2 In narrow streets, the use of narrow-bodied vehicles, a maximum of 2m wide, excluding wing mirrors, will be required. Such vehicles can be fully accommodated within the borough's on street parking bays and their use should avoid construction vehicles impacting on parked cars.
- 8.2.3 We will require that a minimum of 1.2m of clear footway width is retained for pedestrians to pass in front of the site. Banksmen must be in position on the footway during the transfer of materials across the footway to ensure the safety of pedestrians. Safe pedestrian passage must be maintained at all times.

Storage of skips and materials

- 8.2.4 The Council (and TfL where it is the Highway Authority) will expect construction works to be contained wholly within the curtilage of the development site. This means that wherever possible skips and building materials must be stored off the highway. If the Council is satisfied that the use of the highway is justified, that use will be strictly controlled through the CTMPs and highways licensing to limit impacts on neighbour amenity, access, parking availability and highway operation. The placement of skips, plant or material on the highway in front of adjoining properties or in a position that would prevent access to surrounding properties will be unacceptable. The Council will not agree to the placing of skips on streets that experience saturated parking conditions overnight (90% occupancy on residents' parking bays) and where alternative methods of spoil removal could reasonably be carried out.

Minimising parking suspensions

- 8.2.5 The duration of parking suspensions and the number of on-street parking spaces suspended must be kept to a minimum to avoid exacerbating parking pressure in the vicinity of the development. The developer will need to demonstrate why any parking suspensions or other use of the highway is essential. We will only agree to the suspension of a car club bay, disabled bay or taxi rank if alternatives are unavailable. Any such facilities suspended will have to be provided elsewhere at the expense of the developer. Given the high pressure on on-street parking provision, both in terms of parking demand and demand for suspensions, the Council cannot guarantee parking suspensions will be granted immediately.

Coordination

- 8.2.6 Given the sensitivity of many residential streets to additional lorry movements, the cumulative impact of adjacent development sites must be assessed and ways of coordinating traffic included in the CTMP (for example by using smaller vehicles to prevent construction traffic serving adjacent sites conflicting and being unable to pass, resulting in blockages). All reasonable efforts should be made to coordinate the scheduling of construction traffic movement with other nearby developments and those on the construction traffic routes specified within CTMPs.

Use of the borough's waterways

- 8.2.7 In order to reduce the impact of construction on the local road network the Council will seek to ensure that where sites are located adjacent to the borough's waterways full use is made of water transport for the transport of construction and waste materials.

8.3 Basements and vaults abutting or beneath the highway

- 8.3.1 If a developer wishes to carry out structural works to existing vaults underneath or adjacent to the highway, or to retaining walls supporting the highway, approval must be obtained from the Highways and Projects team. The structural design must comply with the guidance set out in 'General Requirements for the Design and Approval of Structures Supporting the Public Highway' (see Section 8.5).
- 8.3.2 A developer wishing to construct a new vault underneath the highway must obtain consent from the Council, and must comply with the same structural requirements set out in the guidance referred to above. The developer may also need to obtain planning permission and listed building consent from the Council depending on the type of works proposed. If in doubt the Planning and Borough Development Department will be able to advise on the need for planning permission or listed building consent.
- 8.3.3 New excavation under the highway will rarely be permissible under the Council's Basements Policy CL7. In the exceptional circumstances where such development is not unacceptable in principle, the Council requires a minimum of one metre vertical clearance between subterranean structures and the street surface to ensure satisfactory drainage of the highway and to accommodate utilities within the pavement. Excavations under the highway should extend no more than 1.8m from highway boundary lines or from the building line, whichever is the shorter. More extensive subterranean structures would undoubtedly require ventilation and a means of fire escape. We would not agree to such facilities being built into the highway. We will not provide the necessary permission under S179 of the Highways Act if these criteria are not met

8.4 Network Management Duty

- 8.4.1 The Council has a duty under the Traffic Management Act 2004 to do all that is reasonably practicable to manage the road network effectively to secure the expeditious movement of traffic (both vehicular and pedestrian). In order to coordinate works and other activities on the highway, and to minimize disruption to the road network, developers or their contractors need to notify the Council's Network Manager (see Section 8.5) of any proposed works or events on the highway and obtain any consents or licences from the Council, TfL or the Highways Agency as necessary.
- 8.4.2 Developers, or their appointed contractors, must obtain permits and licences from the Council for temporary uses of the highway. Application forms for road closures and fixed or mobile crane licences can be obtained by emailing streetworks@rbkc.gov.uk or phoning Streetline on 020 7361 3001. Application forms for fenced storage areas, skips, scaffolding and gantries and hoarding on

the highway can be downloaded from the Council's website or by phoning the Parking Suspensions team on 020 7361 4385 or by emailing parking.suspensions@rbkc.gov.uk.

- 8.4.3 Upon receipt of the completed applications an assessment of the proposals will be made and if they are acceptable the applicant will be issued with a formal licence to carry out the works along with any specific conditions that may apply

8.5 Links and further advice

- 8.5.1 For advice and guidance on the production of CTMPs and how to submit a CTMP please see the Council's website. The Transport Development Management team (transportationDC@rbkc.gov.uk) can provide advice on the content of CTMPs in the context of a formal pre application enquiry. Details of the Council's Planning Advice Service are available [here](#).
- 8.5.2 TfL have also produced a guide on [Construction Logistics Plans](#) which will be particularly relevant for developments on the TLRN or SRN.
- 8.5.3 General Requirements for the Design and Approval of Structures Supporting the Public Highway can be obtained by contacting highways@rbkc.gov.uk.
- 8.5.4 Advice and guidance on how to apply for highways licences and their associated fees can be found on the Council's website or by contacting the Highways team directly on highways@rbkc.gov.uk.
- 8.5.5 More information and information on how to apply is available on the Freight Operators Recognition Scheme's [website](#).

9. Tables and Chairs on the highway

Key Principle: In order to maintain the high quality pedestrian environment of the borough, protect pedestrian safety and preserve residential amenity, tables and chairs must only be permitted in appropriate locations and at suitable times.

National Planning Policy Framework basis:

Paragraph 35 states developments should “create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter”.

Local Plan Policy basis:

Consolidated Local Plan Policy CT1(p) states that the Council will “ensure that development does not reduce access to, or the attractiveness of, existing footways and footpaths used by the public, or land over which the public have a right of way.”

Policy CR3(d) states that the Council will “maintain the free, safe and secure passage of pedestrians.”

Policy CR3(e) requires “proposals for tables and chairs on the highway to maintain the primary function as public footway allowing for the free, safe and secure passage of pedestrians.”

Policy CE6(c) resists “all applications for noise... generating development... that would have an unacceptable noise... impact on surrounding amenity.”

9.1 Tables and chairs on the highway

Why does the Council seek to control tables and chairs?

- 9.1.1 In line with the Council’s streetscape guidance (see Chapter 7), street furniture must be kept to a minimum and should be positioned such that it does not create additional difficulties or hazards for pedestrians. If inappropriately located, street furniture, including tables and chairs, can increase congestion on footways, which compromises the safety of pedestrians. The safety of those using shopping centres is extremely important, both to the individual and to the commercial health of the centre. Shopping centres need to have adequate footways that are free from obstructions. The impact that tables and chairs may have on residential amenity needs to be carefully considered and the hours at which tables and chairs may be placed on the highway will be controlled via condition.

How are tables and chairs controlled?

- 9.1.2 Those wishing to place tables and chairs on the publicly maintained highway must apply for Planning Permission. Similarly, tables and chairs located on a private forecourt where a material change of use constitutes development also need Planning Permission.
- 9.1.3 Consent is also required from the Council under Section 115E of the Highways Act 1980 when the tables and chairs are placed on the highway, regardless of whether or not it is publicly or privately maintained. The Council is responsible for granting Section 115E consents for all highways in the Borough. This includes the Transport for London Road Network where TfL is the Highway Authority.

How does the Council assess applications for tables and chairs?

- 9.1.4 The Council's criteria for assessing tables and chairs applications relate to the width of footway that must be left clear of obstacles so that pedestrians can pass without being obstructed. This 'clear' footway width will vary from site to site depending on the number of pedestrians using the footway. The level of pedestrian footfall is derived from the town centre designations provided in the Consolidated Local Plan at Chapter 42 and is summarised in Table 9.1. In certain locations where pedestrian activity is particularly heavy, such as outside tube stations or adjacent to pedestrian crossings, additional clear footway width may be required. In all locations no more than one third of the footway should be occupied by tables and chairs.

Table 9.1 Minimum Clear Footway Width Requirements (following the introduction of tables and chairs)

Footway Category	Locations (consult the Consolidated Local Plan for precise locations)	Requirement
Busy: primary shopping frontage in Higher Order Town Centres	Knightsbridge, Brompton Road, Kensington High Street, King's Road, South Kensington, Brompton Cross, Fulham Road, Westbourne Grove, Notting Hill Gate.	4 metres
Medium: secondary shopping frontage in Higher Order Town Centres and frontages in Neighbourhood Shopping centres	Secondary frontages in the shopping centres above and, inter alia, Gloucester Road, Ladbroke Grove, Old Brompton Road, Westbourne Park Road, Holland Park Avenue, Sloane Avenue, Earl's Court Road	3 metres
Light	Non designated locations, Portobello Road and Kensington Park Road	2 metres

- 9.1.5 The Council's overarching principle is that consent under S115E of the Highways Act 1980 is granted solely at the Council's discretion, in accordance with its policies, and for proposals which do not have a detrimental impact on the amenity of the local area or the living conditions of local residents. Accordingly, in addition to clear footway width, the Council will also consider matters such as noise, the general operation of the premises including litter management and the control of patrons and whether previous conditions have been met.
- 9.1.6 Where problems are identified the conditions set out in Paragraph 9.1.9 will be applied. Where the Council is not satisfied that the problems can be addressed via condition the application may be refused. Where a premises does not adhere to the conditions attached to a consent under the Highways Act 1980 and formal warnings have not resulted in compliance, the consent could be revoked.
- 9.1.7 The applicant must submit dimensions of the tables and chairs they are proposing to use. As a minimum a table with two chairs takes up an area of 0.6m x 1.6m.
- 9.1.8 The Council recognises that where significant changes to the character of an area have been made through, for example, major streetscape, regeneration or traffic management schemes, the application of the standard criteria when considering planning and highways licences applications for tables and chairs may not be appropriate. Where such areas are identified the Council will adopt revised standards through a Key Decision.

What conditions will be applied to planning permissions and highway consents?

- 9.1.9 The Council will apply conditions to control some or all of the following:
- the number of tables and chairs permitted;
 - the hours tables and chairs are on the footway;
 - the requirement to keep the area clean;
 - waste collection;
 - the ability to revoke highways consent for tables and chairs if conditions are breached;
 - the removal of the tables and chairs in case of special events.
- 9.1.10 For new external seating areas, planning permission and highways consent will be granted initially for a period of one year only. This will allow the Council to assess the impact the tables and chairs have had on streetscape, residential amenity and pedestrian safety. If over the course of the year there have been no undue problems, the Council will consider granting planning permission permanently for the external seating area should a further planning application be received. The highways consent must be renewed annually to allow the Council to amend the arrangements as necessary in order to best manage the highway.

Other furniture related to tables and chairs

- 9.1.11 Those applying for a tables and chairs licence must include all furniture and other items they wish to place in the licensed area (such as A-Boards, planters etc.), to ensure that they are duly assessed against the overarching principle stated at Paragraph 9.1.6.
- 9.1.12 Space heaters, barriers, umbrella stands or other items associated with external seating areas will not normally be given consent or granted planning permission by the Council due to the negative impact they have on the streetscape and their potential to increase inconvenience to pedestrians, particularly those with impaired vision.
- 9.1.13 Non-fixed Items of street furniture that are not associated with an external seating area such as “A boards” will not be consented.

9.2 Other objects on the highway

- 9.2.1 The clear footway width requirements set out above for tables and chairs generally apply to any other structures or facilities that are proposed on the highway such as payphones, bus shelters, public toilets and advertising hoardings. Such features can have negative impacts on pedestrian safety and can be harmful to the borough’s streetscape by contributing to a cluttered environment. This is dealt with in more detail in Chapter 7

9.3 Links and further advice

- 9.3.1 Detailed guidance and an application form for highways consent is available on the [Council’s website](#). If you have any remaining questions advice may also be sought from the Transport Development Management team (transportationDC@rbkc.gov.uk).
- 9.3.2 For information regarding other structures and street furniture on the highway please see Chapter 7 and the Council’s [Streetscape Guide](#) 2012.
- 9.3.3 All consents for tables and chairs under the Highway Act 1980 are available to view on the [Council’s website](#).

10. Glossary

Car Club:

Provides an environmentally sound and financially attractive alternative to private car ownership by offering pay-as-you go short-term vehicle hire. Vehicles are conveniently parked close to homes or work places and can be booked for as little as half an hour or up to a few weeks.

Car-free:

Means that there will be no provision of or access to off-street car parking.

Controlled Parking Zone (CPZ):

The entire Borough has been designated as a CPZ. The scheme designates most kerbside space as residents' parking bays, pay and display bays, single yellow or double yellow lines. There are also diplomatic bays, disabled bays and doctors' bays. Only people whose main home is in the Borough qualify for a residents' parking permit, and each person is only entitled to one permit. A main home is where a resident normally spends at least four nights a week. Visitors to the Borough, including those to residents, who come by car during controlled hours must park either in pay and display bays, or off-street.

Highway:

A Highway is a way over which the public have the right to pass and re-pass. Public Highway is a highway that is maintained at public expense (i.e. by the highway authority). Highways not maintainable at public expense are nonetheless highways. A highway may also be a waterway, or a navigable river.

Carriageway – Part of a highway over which the public have right of way for vehicles

Footway – Part of a highway over which the public have the right of way on foot only.

Highway Authority:

This relates to powers under the Highway Act 1980. In the Royal Borough the Council is the highway authority for all highways, whether or not maintainable at public expense, save for the Transport for London Road Network, the "red routes", for which Transport for London are the highway authority.

Network Management Duty:

As part of the Traffic Management Act 2004 local authorities were given the legal responsibility for the Network Management Duty. The objectives of this duty must be to: Make sure that traffic flows freely on our road network, and help traffic on the road networks of other authorities to flow freely.

Parking Stress:

The Council uses the level of parking demand at which the legal parking spaces occupied exceeds 90% to indicate parking stress. When demand reaches this level, the number of vehicles circulating in an area looking for a parking space is of the same order as, or exceeds, the number of legal spaces available. It is at this level of parking demand that illegal parking increases. Surveys are carried

out several times over one day, but concentrate on evening periods, as this is the period of greatest demand.

Permit-free:

A restriction that removes the eligibility of residents within permit-free developments to have Residents' Parking Permits.

Planning Authority:

The Authority responsible for implementing the Planning legislation, in this case, the Royal Borough of Kensington and Chelsea Council.

Public Transport Accessibility Level (PTAL):

PTAL is a measure of public transport network density (service level and geographical distribution). It can be produced for a single location (i.e. a new development), or a grid of points evenly spaced at 100-400m intervals to cover an area of interest.