

# Neighbourhood Investment

# Dimension #9

## Neighbourhood Investment

**[NI]**

### Introduction

Dimension introduction	p. 3
How to use this guidance	p. 4

### Indicators

NI1	Investment in TfL Transport Infrastructure	p. 7
NI2	Active Travel Transport Infrastructure	p. 13
NI3	Station Cycle Parking Provision	p. 19
NI4	Electric Vehicle (EV) Charging	p. 24
NI5	Electric Car Share	p. 29
NI6	Car Free Living	p. 34
NI7	Blue Badge Spaces	p. 39
NI8	Community Initiatives Grants	p. 44
NI9	Community Volunteering	p. 49

### Appendix

Contributors	p. 54
--------------	-------

# Introduction

Through this Dimension we can use property development as a catalyst for making London's neighbourhoods more environmentally, socially, and economically sustainable.

We are already in a strong position to build on our legacy of investing in better and more sustainable transport. At the same time, projects can invest in neighbourhoods in many more ways; this Dimension seeks to ensure that these investments have a wide impact in the areas of everyday life where it is needed most. This could mean investing in cycle hubs, electric car clubs, step-free access to stations, or encouraging active travel and healthy lifestyles.

To that end, the Neighbourhood Investment Dimension contains indicators that help to:

- Support car-free living or the transition to electric vehicles;
- Direct investment to suitable transport network upgrades, including accessibility;
- Deliver improvements to cycling and pedestrian infrastructure;

The application of these indicators helps us direct investment in a way that genuinely contributes to London's neighbourhoods, directing funds to the right places, for the right purposes. Through this Dimension we are able to respond to local opportunities and deliver maximum impact for London.

## How to use this guidance

The TfL Sustainable Development Framework (SDF) is designed to be applied to any form of development, from small sites to large regeneration master plans and from housing projects to mixed-use and commercial schemes. The Framework's strength lies in its ability to highlight synergies that would ordinarily go unseen or opportunities that could otherwise be overlooked. It does this by providing the technical tools to measure and balance performance sustainably at every stage of delivery, and we recommend that the SDF be built into a development project as early as possible.

These technical guidance documents provide the detail that sits alongside the Sustainable Development Framework Handbook. Together, they create a freely available tool to be accessed and used by anyone building sustainably.

The technical documents are designed to help a project team calculate and manage individual indicators effectively, and include an explanation of how each indicator is calculated and how it can be used in parallel with the RIBA Stages of Work. The initial part of the guidance offers an overview of the particular Dimension, and is followed by detail on each indicator.

The initial part of this guidance is designed to be accessible to everyone involved in a development project. It offers an overview of the particular Dimension and detail on each indicator, setting out the essential elements you will want to know to understand how the indicator works, the ways in which it can add value to a project, and how it is calculated. The later sections are more technical with a step-by-step approach to implementing the SDF in practice.

As we consider the SDF to be a living document, we continue to test, balance and refine the Framework on our projects, and alongside best practice research and industry standards. Throughout a project's lifecycle therefore, performance data for relevant indicators in terms of targets, policy and process should be collected regularly, recorded and kept up-to-date.

The aim is to gain an understanding of the opportunities and constraints within a development site. By using the indicators to help identify a project's strengths and weaknesses, strategies, interventions and design tactics can be adjusted to deliver the best overall results. Adopting a holistic approach to the indicators will identify the cases where improving or reducing the performance of one indicator may affect the performance of another. By taking into account how indicators relate to each other, more can be made of the process to find efficiencies and balance, and to optimise projects.

Each indicator in the technical guidance document is presented in the same easy-to-follow format, under the following headings:

**Introduction section**

**What is it?**

A summary of what the indicator is and what it aims to achieve and measure, with some background information.

**How does it add value?**

A synopsis of the importance of the indicator and the benefits it brings to a project.

From the summary and synopsis, the reader should be able to understand the context of the indicator, and also describe why it is an important component of sustainable development.

**Infographic overview**

**What type of project does the indicator apply to?**

Each indicator is categorised according to whether it is to be used for residential, commercial and/or masterplan projects. There may also be a threshold of project size for applicability.

**Who is responsible?**

It is assumed that the development manager for the project is responsible overall, and this list outlines which professionals or consultants lead and/or support the delivery of the indicator.

**RIBA Stages**

The RIBA Plan of Work organises the process of briefing, designing, constructing and operating building projects into stages from zero to seven. This illustration identifies when the indicator is relevant during a project’s lifecycle, as well as the types of action that happen at each RIBA Stage.

**Connected UN Sustainable Development Goals**

Identifies linkages between the SDF and the United Nations (UN) Sustainable Development Goals.

**Connected SDF indicators**

A useful list of other indicators that have a relationship with the indicator being described.

**Methodology section**

**How is it calculated?**

This section details the way in which each indicator can be calculated. It is often accompanied by an illustration, or a direct link to a relevant external methodology. This may be written in more technical language and is intended for the relevant project consultant to understand exactly what information is required by the indicator.

**Scoring infographic**

A summary of the metric type, its units, and the targets for Good and Leading Practice. Some indicators will have a pass/fail metric, in this instance a pass would be Leading Practice.

**What is the process?**

Following the eight RIBA Plan of Work stages, this part describes the key actions that need to take place, and who is best positioned to carry them out. This is accompanied by a summary of the documents and reports that support the work.

The SDF process assumes that a full planning application would be submitted at the end of RIBA Stage 2 and that tender would happen at the end of RIBA Stage 4.

Actions should be adjusted as needed for projects working to alternative programmes.

**Additional information section**

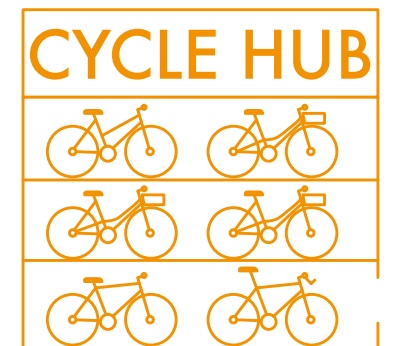
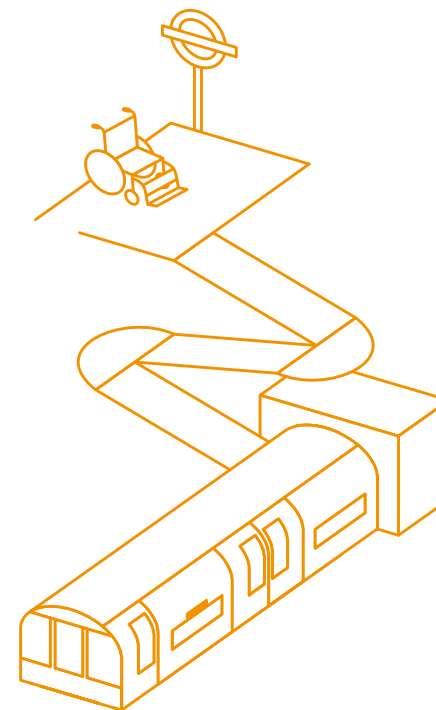
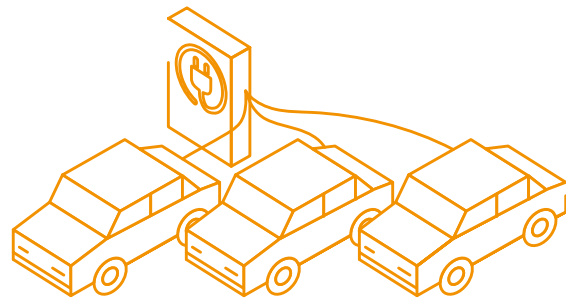
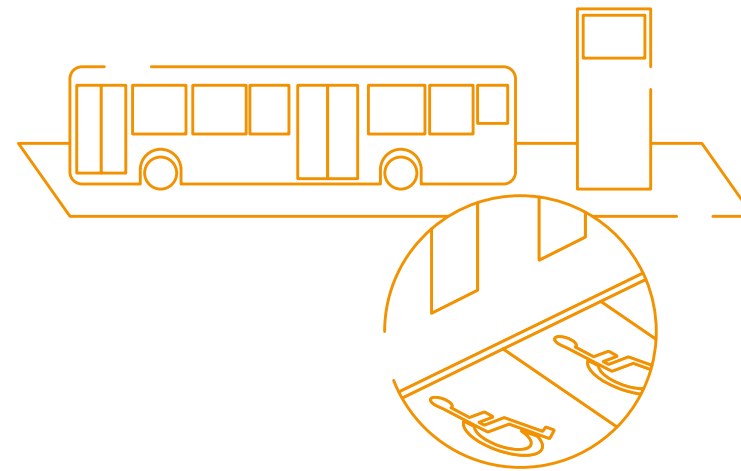
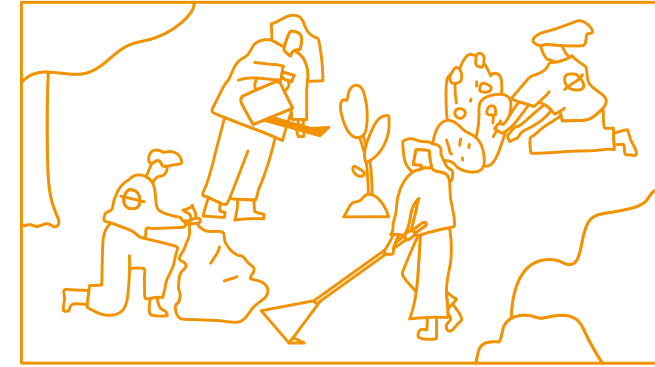
**Relevant policy**

A summary of the key policies that relate to the indicator, and that have helped to shape it. This list is not exhaustive, but provides a useful background.

**Further reading**

A list of additional sources of information on the indicator.

# Indicators



ID no                      Key Performance Indicator (KPI) name

# NII                      Investment in TfL Transport Infrastructure

## What is it?

Upgrading the TfL Transport network while providing a safe, frequent service day in, day out requires significant resources. This indicator measures whether a new development will result in investment into TfL Transport infrastructure to support any increase in demand created by the project. It rewards those that make an investment, and this should be relative to the size of the development.

The funding must bring about genuine improvement rather than replacing or refurbishing existing facilities, and could include step-free access to stations, handrails, station car parking, ticketing, new bus stops, improved shelters, signposts, electronic timetables, wider pavements around bus stops, and road markings to protect passengers getting on or off a bus, to make sure that the network is suitably equipped to cope with a rise in demand.

## How does it add value?

Serving a global centre of commerce and a capital city means that the TfL Transport network needs constant updating. Investment in public transport infrastructure from a new development, encourages greater use of nearby Tube, train and bus services by residents and businesses, and reduces dependency on cars. Such investment also improves the customer experience and journey times for mobility impaired passengers and helps support future-proofing of the network and climate adaptation.

## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

(optional under 50 homes)

## Who is responsible?

Development Manager	● ● ○	accountable
Transport Consultant	● ○ ○	supporting
TfL Engineering / Infrastructure Protection	● ○ ○	supporting
Asset Manager	● ○ ○	supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 9 Industry, Innovation and Infrastructure
- 13 Climate Action
- 11 Sustainable Cities and Communities



## Connected SDF indicators

- Active Travel Transport Infrastructure
- Car Free Living
- Air Quality Neutral – Transport
- Active Public Use

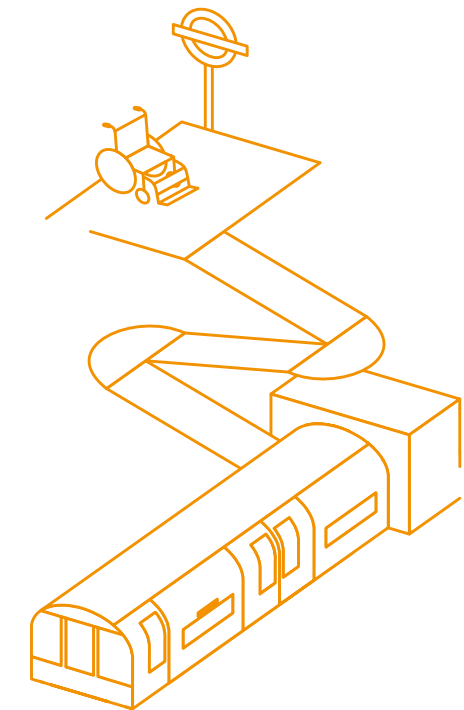
## How is it calculated?

This indicator rewards projects that make an investment into TfL Transport’s infrastructure. The investment should be relative to the size of the development and is optional in projects with fewer than 50 new homes. Investment could be by way of S106 contribution if this is specifically identified as a TfL upgrade to London Underground or Surface Travel, and one set of reports could cover indicators NI 01 and 02.

Investment may include step-free access to stations, handrails, train crew accommodation, ticketing machines new bus stops, improved shelters, signposts, electronic timetables, wider pavements around bus stops or road markings to protect passengers getting on or off a bus, on the basis that this will improve operations and support future-proofing of the network, climate adaptation or the customer experience.

The baseline impact report and capacity study (shown at RIBA Stage 2 in the process notes below) should be used to assess the impact of the project, and the development’s response to this. On larger projects it is advisable to generate this study earlier in the development process.

<p>Metric type</p>  <p>Impact</p>	<p>Units</p> <p><b>n/a</b></p> <p>Impact on London Underground Limited (LUL) and surface infrastructure</p>	<p>Range</p> <p><b>Mitigation to improvement</b></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p>✓ Mitigation</p> <p>Project mitigates its impact on TfL Transport infrastructure</p> </td> <td style="vertical-align: top;"> <p>★ Improvement</p> <p>New assets that either improve future maintenance requirements or improve capacity of network</p> </td> </tr> </table>	<p>✓ Mitigation</p> <p>Project mitigates its impact on TfL Transport infrastructure</p>	<p>★ Improvement</p> <p>New assets that either improve future maintenance requirements or improve capacity of network</p>
<p>✓ Mitigation</p> <p>Project mitigates its impact on TfL Transport infrastructure</p>	<p>★ Improvement</p> <p>New assets that either improve future maintenance requirements or improve capacity of network</p>			





## What is the process?

### RIBA Stage 0: Optimise

#### Development manager

Identify TfL project sponsor (if applicable) to identify and engage with the relevant TfL stakeholders

### RIBA Stage I: Optimise

#### Development manager

Contact the relevant TfL team to determine existing and planned upgrades and discuss potential future impact of the development on TfL transport operations. Read relevant documents such as TfL Business Plan, London Infrastructure Plan and the local authority's Infrastructure Development Plan

Map existing provision of TfL Transport Infrastructure assets within the scoped area with TfL Engineering. Prepare equality impact assessment (EQIA) for review by the Independent Disability Advisory Group (IDAG)

Review and outline current provision with sponsor area manager and, if there are funded and committed works to improve provision. Take into consideration findings of the EQIA

Instruct a baseline assessment that outlines the quality of current infrastructure, the extent of current provision, any committed improvement plans and current capacity levels, and make sure this is embedded in the development agreement

### RIBA Stage 2: Plan / Design

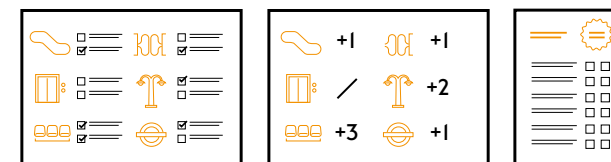
#### Development manager

Engage with TfL's Spatial Planning team, London Bus Services Limited (LBSL) Operations and London Underground Operations and appoint a transport consultant to assess the impact of the development on the transport network, and the expected modal split of users

Obtain travel demand forecasts that may affect demand for services in the future from the project sponsor

#### Transport consultant

Produce an impact report, for example, transport assessment. This should outline how future change is likely to impact the existing capacity baseline and should be carried out in consultation with London Underground and London Bus Services Limited (LBSL) Operations



Baseline assessment of existing station facilities

Development agreement

EQIA

Action

Action

Documentation

Documentation

## What is the process? (continued)

### RIBA Stage 2: Plan / Design (continued)

Action

#### Development manager

Determine how impacts could be addressed by the development. The options drawn up in this process should be based on the previous two stages and through further engagement with the TfL team. They should try to mitigate any predicted stresses on TfL Transport assets and identify opportunities to create financial or actual improvement

Instruct a feasibility study on option(s) identified including costing of options

#### Development manager and project sponsor if appointed

In association with London Underground, London Bus Services Limited (LBSL) Operations, the local authority and any other relevant stakeholders, create an action plan containing clear measures, through design or an agreed financial contribution, that adequately address any potential impacts the development will have on the TfL Transport infrastructure

#### Development manager

Carry out the action plan. Include the agreed measures in the planning application to demonstrate compliance with relevant transport policies

### RIBA Stage 3

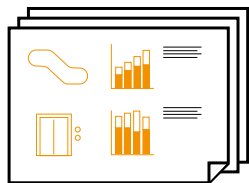
### RIBA Stage 4: Specify

#### TfL Engineering / infrastructure protection

Carry out design improvement works

Action

Documentation

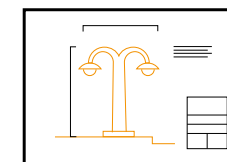


Development appraisal / Impact assessment, planning pre-application advice

determining if this will take the form of a financial contribution or actual infrastructure delivery



Section 106 agreement if financial contribution



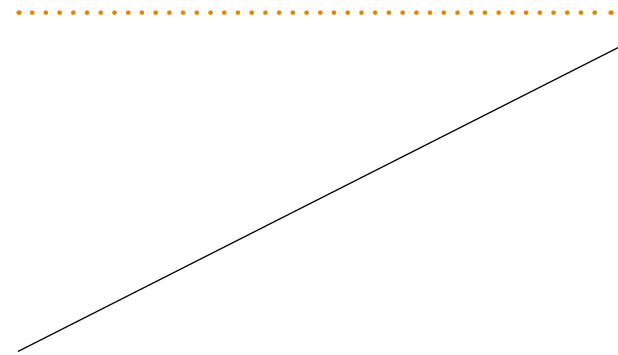
Detailed design of improvement works

Documentation

# What is the process? (continued)

Action

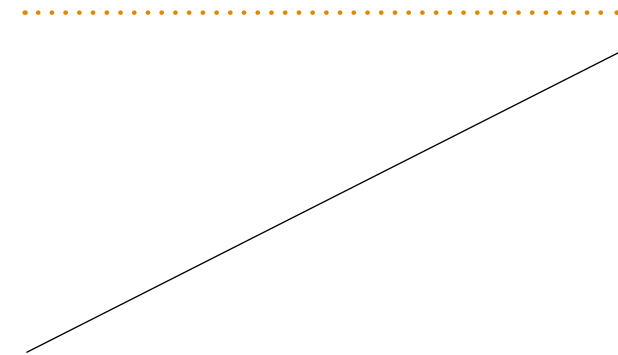
RIBA Stage 5



RIBA Stage 6: Deliver

Asset manager  
 Supervise successful handover  
 of the new asset into operations  
 and maintenance (O&M)

RIBA Stage 7



Action

Documentation



O&M manual  
 detailing ongoing  
 interfaces



Documentation

## Relevant policy

[Transport for London Business Plan 2020/21 to 2024/25, page 35](#)  
 .....

Buses, streets and other surface operations require an ongoing subsidy. Our long-term financial target for this business area is to keep the net cost of operations, including capital renewals and indirect costs, within £854m per year of operating business rates. Ongoing operating cost inflation and reduced passenger volumes make this a challenging task.

[Mayor's Transport Strategy, page 155](#)  
 .....

In parts of inner and outer London, making the bus a more attractive option than the car will require significant enhancements to bus services. Trip times must be comparable to car journey times and good quality bus stations, bus stops and other facilities are vital. Alongside this, better customer communication and branding are needed to make the bus network both easier to understand and more appealing to existing and future customers.

[The Mayor's Economic Development Strategy for London, page 120](#)  
 .....

As the city's population grows, demand for buses is expected to increase in outer London, which is where the potential for mode shift to buses is greatest. As set out in the Mayor's Transport Strategy, TfL will re-shape bus services, create new express services, bus transits and orbital routes, and the provision of bus priority measures in town centres.

## Further reading

[Elements of success: Urban transportation systems in 24 global cities](#)

[New Tube for London Feasibility Report Accessibility of the transport network, London Assembly](#)

ID no Key Performance Indicator (KPI) name

# NI 2 Active Travel Transport Infrastructure

## What is it?

To move away from car dependency, the Mayor’s Transport Strategy requires all new developments to put people before motorised vehicles, providing streets and places where residents can choose to walk and cycle, and enjoy more active forms of travel.

This indicator measures whether a new development will result in investment into active travel infrastructure to support any increase in demand created by the project. It rewards those that make an investment, and this should be relative to the size of the development.

The funding must bring about genuine improvement rather than replacing existing infrastructure, and may include segregated bike lanes, wider pavements, controlled junctions and road calming measures.

## How does it add value?

Active travel infrastructure supports walking or cycling rather than travel by car. An increase in active travel is an effective way to decrease transport-related emissions, improve London’s air quality and tackle the congestion problem. Safe and pleasant streets and cycle routes also encourage healthier lifestyles as more people choose to walk and cycle.

## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

(optional under 50 homes)

## Who is responsible?

Development Manager	● ● ○	accountable
Transport Consultant	● ○ ○	supporting
TfL Engineering / Infrastructure Protection	● ○ ○	supporting
Asset Manager	● ○ ○	supporting
Architect	● ○ ○	supporting
Landscape Architect	● ○ ○	supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 9 Industry, Innovation and Infrastructure
- 13 Climate Action
- 11 Sustainable Cities and Communities



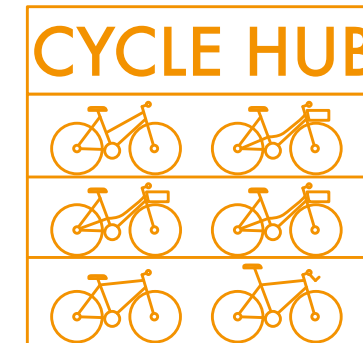
## Connected SDF indicators


- Investment in TfL Transport Infrastructure
- Car Free Living
- Air Quality Neutral – Transport
- Active Public Use

## How is it calculated?

This indicator rewards projects that make an investment into active travel infrastructure. Investment should be relative to the scale of development and is optional in developments of fewer than 50 new homes. Investment could be by way of S106 contribution if this is specifically identified as an active travel upgrade, and one set of reports could cover indicators NI 01 and 02.

The baseline impact report and capacity study (shown at RIBA Stage 2 in the process notes below) should be used to assess the impact of the project, and the development’s response to this. On larger projects it is advisable to generate this study earlier in the development process.



Metric type	Units	Range
 Impact	n/a Impact on active travel infrastructure	<b>Mitigation to improvement</b> ✓ Mitigation Project mitigates its impact on active travel infrastructure ★ Improvement New assets that either improve future maintenance requirements, improve capacity of infrastructure or reduce journey time

## What is the process?

### RIBA Stage 0: Optimise

#### Development manager

Identify TfL project sponsor (if applicable) to identify and engage with the relevant TfL stakeholders

### RIBA Stage I: Optimise

#### Development manager

Contact the relevant TfL team to decide on existing and planned provision and discuss potential future impact of the development on TfL transport operations. Read relevant documents such as TfL’s Business Plan, the London Infrastructure Plan and the local authority’s Infrastructure Development Plan

Map existing provision of active travel infrastructure within the scoped area with TfL Engineering. Prepare equality impact assessment (EQIA) for review by the Independent Disability Advisory Group (IDAG)

Review and outline current provision and, if there are funded and committed works to improve provision. Take into consideration findings of the EQIA

Instruct a baseline assessment that outlines quality of current infrastructure, the extent of current provision, any committed improvement plans and current capacity levels and make sure this is written into the development agreement

#### Architect and landscape architect

Consider impacts on safety for pedestrians, particularly women, making journeys to and from stations and bus stops and how this could be improved

### RIBA Stage 2: Plan / Design

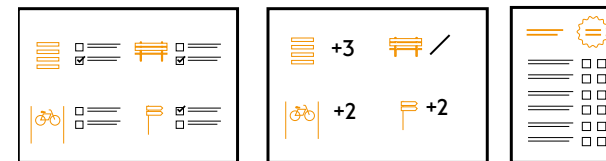
#### Development manager

Engage with TfL City Planning and appoint transport consultant to assess the impact of the development on the transport network, and the expected modal split of users

Obtain travel demand forecasts that may affect demand for services in the future from the project sponsor

#### Transport consultant

Produce an impact report, for example, a transport assessment. This should outline how future change is likely to affect the existing capacity baseline and should be undertaken in consultation with TfL Streets



Baseline assessment of existing active travel network

Development agreement  
EQIA

Action

Action

Documentation

Documentation

## What is the process? (continued)

### BA Stage 2: Plan / Design (continued)

**Development manager**

Decide how impacts could be addressed by the development. The options drawn up in this process should be based on the previous two stages and through further engagement with the TfL team. They should try to mitigate any predicted stresses on active travel assets and identify opportunities to create financial or actual improvement

Instruct a feasibility study on option(s) identified including costing of options

**Development manager and project sponsor if appointed**

In association with TfL Streets, the local authority and any other relevant stakeholders, create an action plan containing clear measures through design or an agreed financial contribution that adequately addresses any potential impacts the development will have on the existing active travel Infrastructure

**Development manager**

Implement the action plan. Include the agreed measures in the planning application to show compliance with the relevant transport policies

Carry out the action plan

### RIBA Stage 3

### RIBA Stage 4: Specify

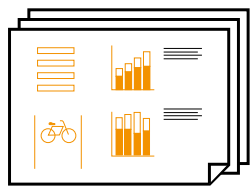
**TfL Engineering / infrastructure protection**

Carry out design improvement works

Action

Action

Documentation

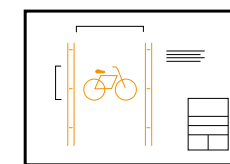


Development appraisal / impact assessment, planning pre-application advice determining if this will take the form of a financial

contribution or actual infrastructure delivery



Section 106 agreement if financial contribution

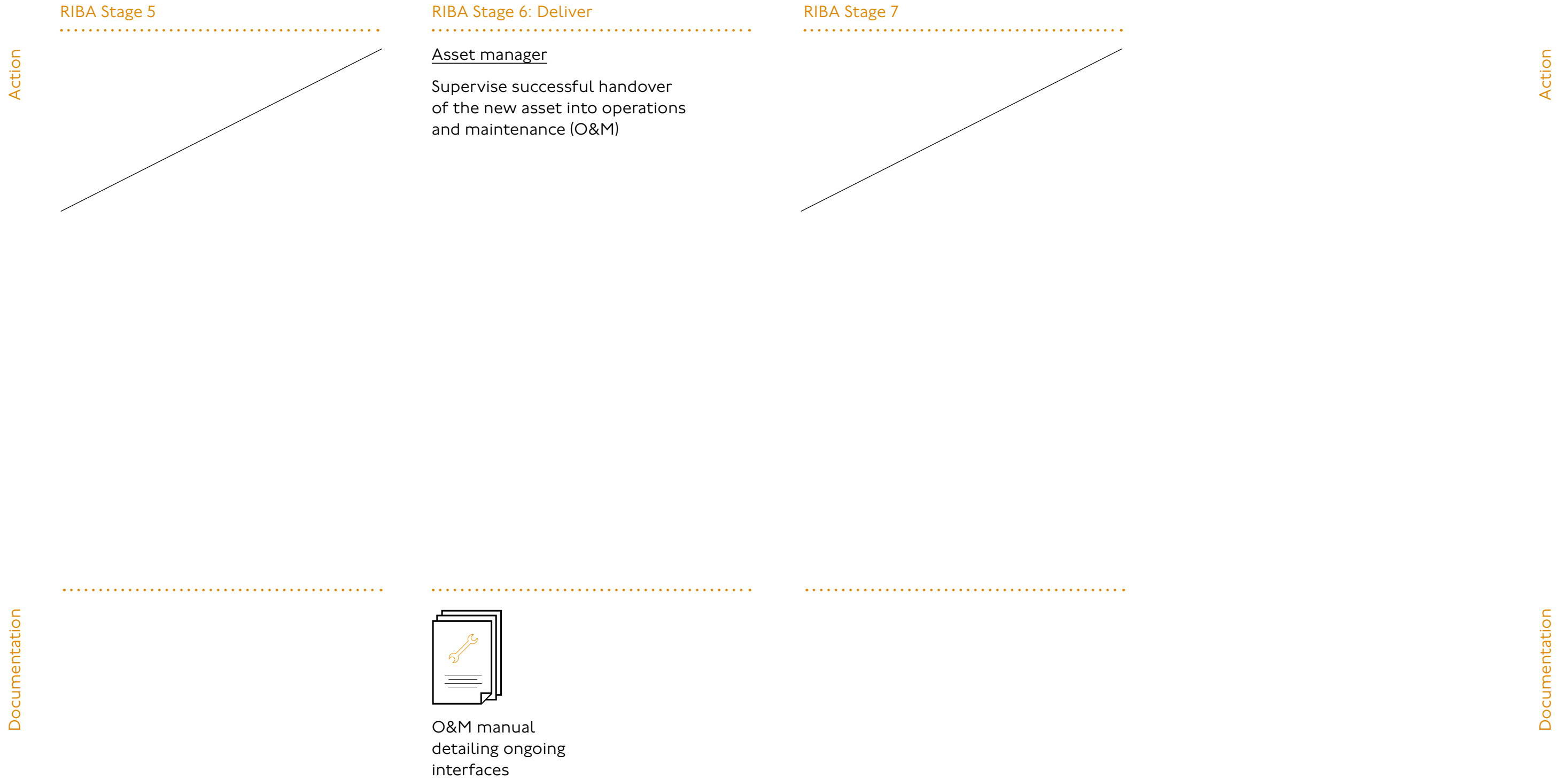


Detailed design of improvement works

Documentation



## What is the process? (continued)



## Relevant policy

[Transport for London Business Plan 2020/21 to 2024/25, page I12 and I17](#)  
 .....

Our new safer junctions and high-quality Cycleways will encourage more active travel ... cycling levels are forecast to increase significantly over this Business Plan. This will be achieved through growing the cycle network, including new routes such as Cycleway 4 between Tower Bridge and Greenwich and the substantially complete Mini-Hollands programme.

[Mayor's Transport Strategy, page 219](#)  
 .....

All new developments should comprise streets and places where people choose to walk and cycle. All developers should plan to deliver improvements against the ten Healthy Streets Indicators when designing local street networks, clearly putting people before motorised vehicles. These street networks should provide for the needs of the whole community. Inclusive, accessible design that enables people of all ages and abilities to access services without relying on the car is fundamental across London, and should be planned into all developments at the outset.

[The Mayor's Economic Development Strategy, page I15](#)  
 .....

A move away from car dependency, towards more walking, cycling and public transport use, is the only way to tackle London's congestion problem, free up space for more efficient freight journeys to run more reliably, and keep the city functioning for people and businesses alike.

## Further reading

[Street Appeal report \(explains the value of active travel as a means of regenerating high streets\)](#)

[Active travel in the city of the future, Sustrans](#)

[Active Travel: Solutions for changing cities, Urban Transport Group](#)

ID no

Key Performance Indicator (KPI) name

# NI 3 Station Cycle Parking Provision

## What is it?

This indicator aims to provide additional cycle parking spaces at stations to meet the current and expected future demand. The guiding principle is to provide enough cycling parking at stations that there is always 30 per cent spare capacity. In this way, cycle use will be encouraged knowing there are spaces available, with scope for future growth and demand.

The London Plan states that the number of cycle parking spaces at stations should be assessed on a case-by-case basis, through liaison with TfL, and take into account the type and location of the station. Estimates for current and future cycle demand should also anticipate a step-change to meet the Mayor’s target of 80 per cent of all trips in London to be made by foot, cycle or public transport by 2041.

## How does it add value?

The cycling catchment area of a station is more than six times larger than its walking catchment. By upgrading the quantity and quality of cycle parking at stations across Greater London, people’s access to more sustainable public transport is improved.

In outer London where rail and Underground stations are further apart, a car is often the only way to reach one. However, with adequate cycle parking facilities, cycling to stations becomes a viable and more affordable travel option. This supports the Mayor’s Transport Strategy aim to reduce reliance on car travel, and contributes to reducing vehicle emissions, cleaner air and a greener future.

## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

## Who is responsible?

Development Manager	● ● ○	accountable
TfL City Planning	● ○ ○	supporting
Architect	● ○ ○	supporting
Landscape Architect	● ○ ○	supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 3 Good Health and Wellbeing
- 7 Affordable and Clean Energy
- 11 Sustainable Cities and Communities



## Connected SDF indicators

- Active Travel Transport Infrastructure
- Car Free Living
- Healthy Streets
- Air Quality Neutral – Transport
- New Routes and Links

## How is it calculated?

However, when developing land at or near stations, additional cycle parking for station users must be considered. The amount and type of cycle parking to be provided will depend on the local context and should be assessed on a case-by-case basis.

Basic facilities should include freely accessible spaces close to the station’s entrances to meet future expected demand, plus 30 per cent spare capacity. Future demand should be estimated based on current and future levels of cycling in the area, and passenger volume forecasts for the station. TfL’s City Planning team can assist in deciding the number and type of spaces necessary.

The design requirements for cycle parking are set out in the TfL London Cycling Design Standards, chapter 8.

For long-stay cycle parking (for example, commuters using the station), Leading Practice calls for secure cycle parking hubs with protection from cycle theft and weather. If users have to pay for a space in a secure cycle hub, it is essential that alternative free cycle parking spaces are also provided near the station entrances.

Cycle parking should be within 50 metres of the station entrance but should also never be further away than the nearest non-Blue Badge car parking spaces. Cyclists should not have to walk across car parks to get to their bikes as some people cycle to get close to their onward mode destination due to disability.

If there is no possible space for additional cycle storage at the station this KPI is not applicable.

.....	.....	.....
Metric type	Units	Range
◇	n/a	<b>On street – secure cycle hubs</b>
Type	Type of provision	✓ Good Practice Additional on-street cycle parking (for station users)
		★ Leading Practice Provision of secure cycle hubs (for station users)

# What is the process?

## RIBA Stage 0

## RIBA Stage I: Optimise

## RIBA Stage 2: Plan / Design

## RIBA Stage 3

Action

Action

Development manager  
 Engage with TfL City Planning to determine latent and future demand for cycle parking. Consider all cyclists including children and need for adapted cycles in an equality impact assessment (EQIA)

Advise development team on latent and future demand for cycle parking

TfL City Planning

Advise development team on latent and future demand for cycle parking

Architect / landscape architect  
 Prepare layout for additional on-street parking and/or cycle hubs in accordance with the TfL London Cycling Design Standards (chapter 8, Cycle parking), and include in planning application

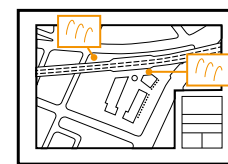
Transport planner  
 Work with the architects to advise on the best location and design of cycle parking

Documentation

Documentation

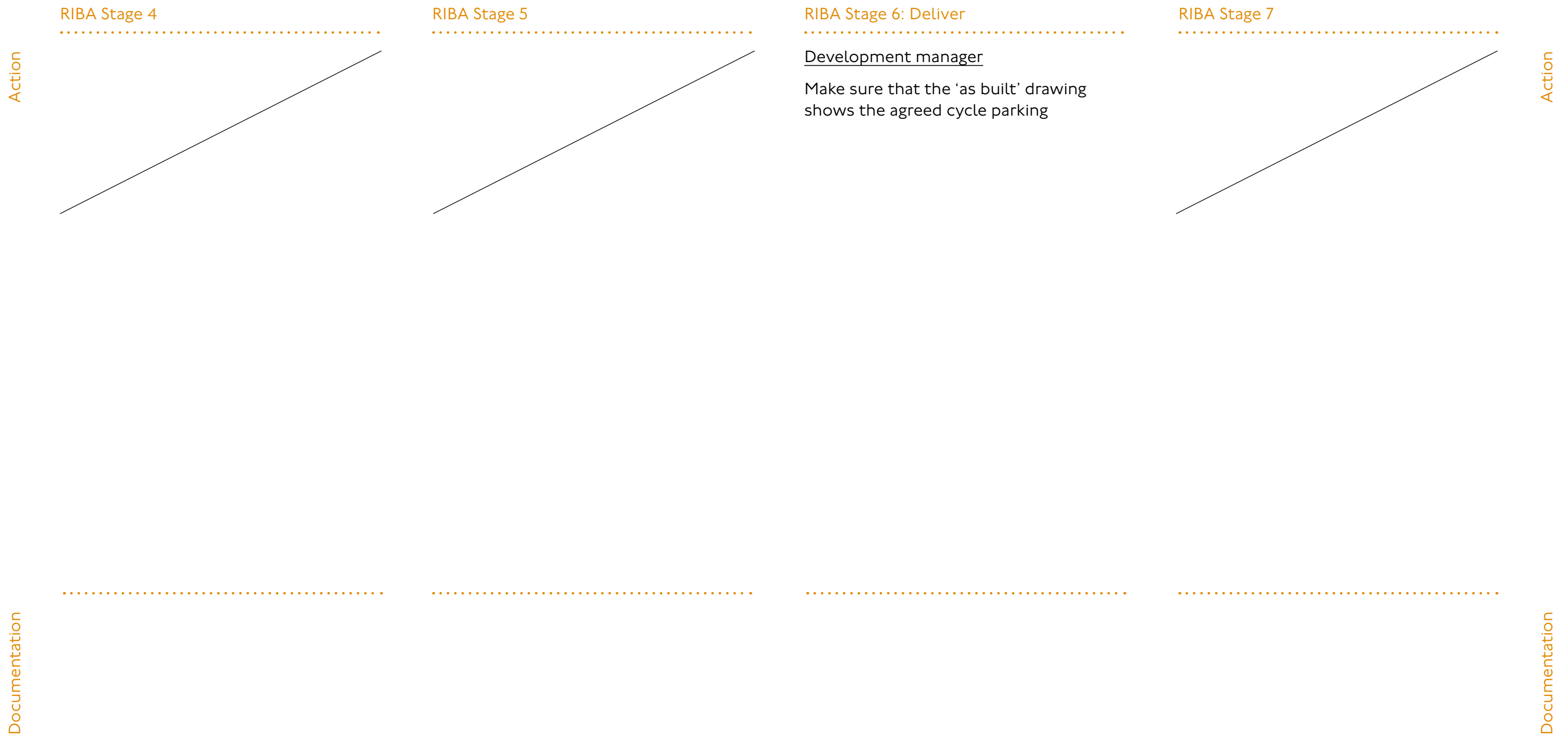


EQIA



Site plan for planning application

## What is the process? (continued)



## Relevant policy

### The Mayor’s Transport Strategy (March 2018)

Page 23: The Mayor’s aim is, by 2041, for all Londoners to do at least the 20 minutes of active travel they need to stay healthy each day.

### The London Plan (March 2021)

Policy T5 Cycling: Development Plans and development proposals should help remove barriers to cycling and create a healthy environment in which people choose to cycle. The provision of appropriate levels of cycle parking should be fit for purpose, secure and well-located. Developments should provide cycle parking in accordance with the minimum standards set out in Table 10.2 and Figure 10.2’.

Table 10.2 (stations): ‘To be considered on a case by case basis through liaison with TfL. The level of provision should take into account the type and location of the station, current and future rail and cycle demand and the potential for journey stages to and from the station to be made by cycle. A step-change in provision is expected, especially at termini, in order to meet the Mayor’s mode share target.

### The Mayor’s Transport Strategy (March 2018)

Policy 1, page 21: The central aim is for 80 per cent of all trips in London to be made on foot, by cycle or using public transport by 2041.

### Transport for London, Cycle parking implementation plan (July 2019)

Page 23: Our long-term aim is for all stations outside Zone 1 to have a minimum of 20 cycle parking spaces within 50 metres of the station and a minimum of 30 per cent spare capacity.

Page 26: Action 5: Apply the Healthy Street Approach to station design, including ensuring that cycle parking is considered early on in the design process when new stations are built, when existing stations undergo major upgrades and when TfL-owned sites near stations are being redeveloped.

## Further reading

London Cycling Design Standards (Transport for London 2016)

The London Plan (December 2017) Page 416

Cycle Parking Implementation Plan (July 2019), Transport for London

ID no                      Key Performance Indicator (KPI) name

# NI 4                      Electric Vehicle (EV) Charging

## What is it?

The Government’s long-term vision is that by 2030 all new cars and vans on our roads will be electric, with zero emissions. The aim of this indicator is to make sure that electric vehicle (EV) charging stations are available to encourage the uptake of electric cars by residents in new developments.

It focuses on the percentage of active EV charging spaces (those that are immediately usable) provided as a proportion of total car parking spaces, and measures the active EV spaces available. It does not include ‘passive provision’, which refers to the supply of cables and power so that at a future date, a socket can be added easily.

Electric charging points must be installed in line with London’s electric vehicle charge point installation guidance, and should be used by the site design team at the early stages of developing an outline site plan.

## How does it add value?

By making the installation of electrical charging points a requirement in all new developments as part of the parking arrangements, the uptake of EVs in London is further encouraged. Along with reduced fuel costs and a more affordable, zero emissions transport option, the increased use of EVs will help to meet clean air commitments and support a greener future.

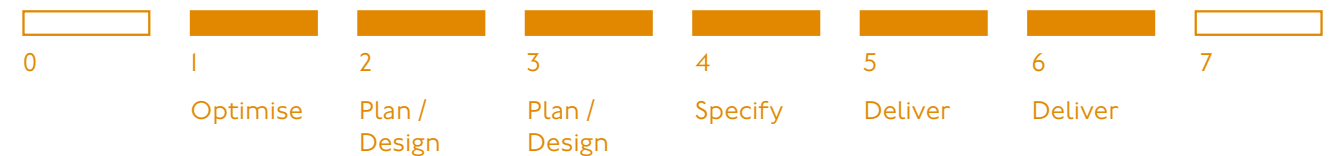
## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

## Who is responsible?

Transport Planner	● ● ●	leading
Development Manager	● ● ○	accountable
Engineer – Mechanical and Electrical (M&E)	● ○ ○	supporting
Engineer – Civil	● ○ ○	supporting
Architect	● ○ ○	supporting
Property Manager	● ○ ○	supporting
Contractor	● ○ ○	supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 7 Affordable and Clean Energy
- 11 Sustainable Cities and Communities
- 13 Climate Action



## Connected SDF indicators

- Electric Car Share
- Car Free Living
- Blue Badge Spaces
- Air Quality Neutral – Transport
- Healthy Streets



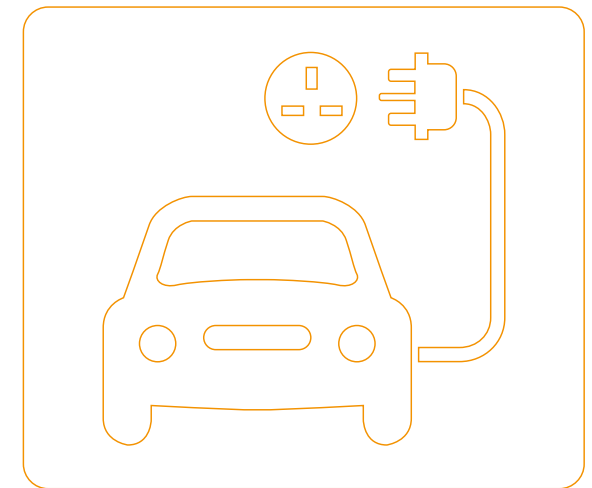
## How is it calculated?

This indicator relates to the percentage of spaces with active EV charging stations for immediate use. This percentage can be calculated by using the following steps:

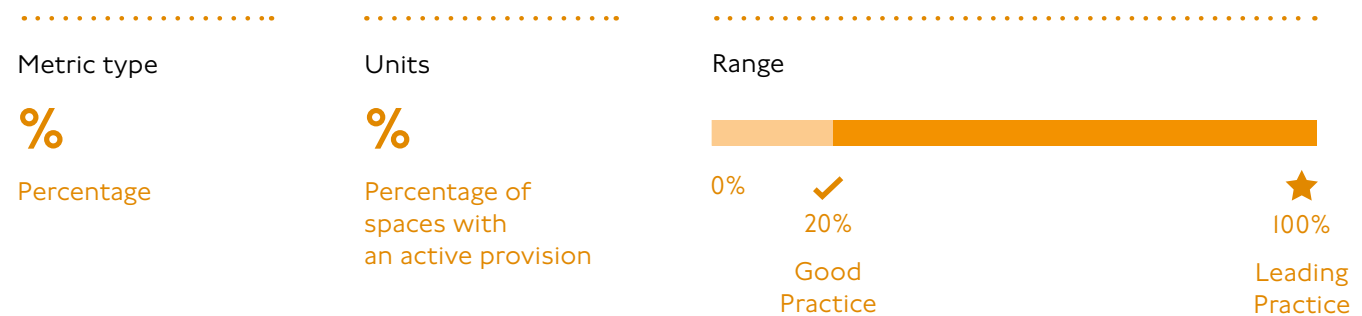
- 1 Obtain the total number of car parking spaces for the development from the transport assessment or the site plans. Note: policy requires that these spaces must all have passive EV provision and a target of at least 20 per cent for immediate use (London Plan, Policy T6.IC). The TfL Leading Practice percentage for active EV charging stations is 100 per cent.

- 2 Establish the total number of car parking spaces with active provision of EV charging points. First, determine if any stations have been provided already and calculate the gap to reach the minimum requirement, if applicable. Active provision in residential developments includes electric vehicle chargers with AC-3 22kW, DC charge units and residential charge points eg 2kW, 7kW where appropriate. These should be provided for the transport assessment as part of the published documents to obtain planning permission.
- 3 Calculate the percentage of overall car parking spaces with active EV supply.

London Plan policies do not differentiate between short or long stay car parking and EV charging policies apply to all car parking.



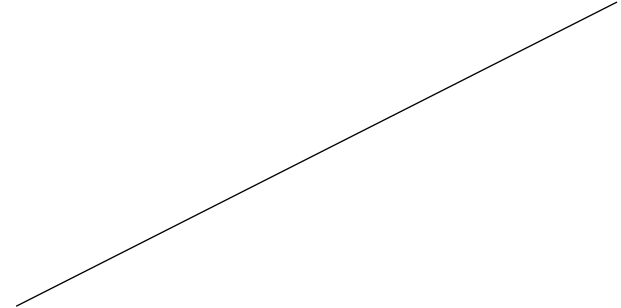
**Electric vehicle charging**



# What is the process?

## RIBA Stage 0

Action



## RIBA Stage I: Plan / Design

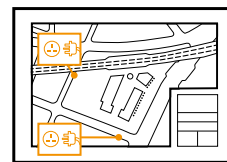
### Development Manager

Include target for EV Charging aligned to KPI Good or Leading Practice benchmark in the project brief

### Transport planner

Actions should include identifying Leading Practice in the type of EV charging infrastructure and the most suitable location of EV parking bays, making sure Leading Practice is followed. From the outset, allocation should also be made for passive provision (installing cabling to allow for further EV parking bays in the future)

Work with the architects to establish the most suitable location/design of EV parking spaces as well as passive provision after agreeing parking requirements



Outline site plan showing location and count of car parking and EV infrastructure



EQIA

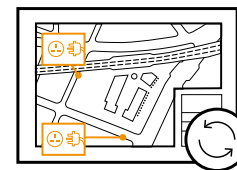
## RIBA Stage 2: Plan / Design

### Architect

Work with the civil engineer to specify the most suitable location of EV parking spaces including passive provision. Consult with the energy team to discuss power supply and demand

### Civil engineer

Work with the architect to specify the most suitable location of EV parking spaces and the required cabling for current and future use

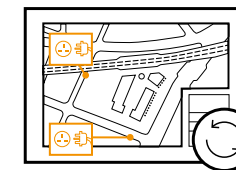


Detailed site plan to support planning permission

## RIBA Stage 3: Specify

### Mechanical and electrical (M&E) engineer

Detailed plans to show where the cabling would go, and how and where the EV infrastructure would be installed



Detailed site plan showing location and count of car parking and details of EV infrastructure

Action

Documentation

Documentation

# What is the process? (continued)

## RIBA Stage 4: Specify

### M&E engineer

The detailed design cabling should be coordinated with the enabling works team and should include detailed plans to show where the cabling would go, and how and where the EV infrastructure would be installed. This should be in line with the Leading Practices identified in RIBA Stage I

## RIBA Stage 5: Deliver

### Contractor

Make sure the cabling is completed during the enabling works phase

## RIBA Stage 6: Deliver

## RIBA Stage 7

Action

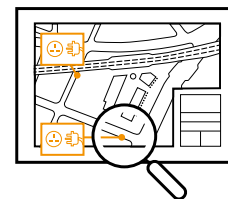
Action

Documentation

Documentation



Building contract and construction programme



'As built' drawing showing the final, built design

## Relevant policy

### The Ten Point Plan for a Green Industrial Revolution (November 2020)

Page 14: The UK will end the sale of new petrol and diesel cars and vans by 2030, 'with all vehicles being required to have a significant zero emissions capability (eg plug-in and full hybrids) from 2030 and be 100% zero emissions from 2035'.

### The London Plan (March 2021)

Policy T5 Cycling: Development Plans Policy T6.I Residential parking: 'All residential car parking spaces must provide infrastructure for electric or Ultra-Low Emission vehicles. At least 20 per cent of spaces should have active charging facilities, with passive provision for all remaining spaces.'

### The Mayor's Transport Strategy (2018)

Page 23: The Mayor's aims are for London's entire transport system to be zero emission by 2050

### London Environment Strategy, GLA, May 2018

Page III: The Mayor will help ensure ULEVs are the best choice for any Londoner or London business needing to use a car or a van. The aim is that all new cars and vans being driven in London should be zero emission by 2030 at the latest.

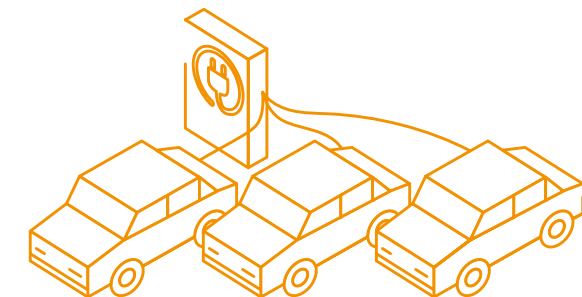
## Further reading

London's electric vehicle charge point installation guidance, Transport for London 2019

A Guide To Electric Vehicle Infrastructure, BEAMA

Streetscape Guidance, Transport for London, Fourth Edition (2019)

London electric vehicle infrastructure delivery plan (June 2019)



ID no Key Performance Indicator (KPI) name

# NI5 Electric Car Share

## What is it?

The use of car clubs or car sharing can play a central role in reducing people’s reliance on private vehicles and, as car club cars are electric, they comply with London’s Ultra Low Emission Zone.

This indicator focuses on the availability of car parking spaces for electric car club operators in new developments. Its aim is to reduce private car ownership by cutting or eliminating dedicated car parking spaces for residents, in line with the parking standards set out in The London Plan.

Car share operators should be contacted in the early planning stages of the development and the location of car share spaces must be shown in the early outline site plan.

## How does it add value?

Easy access to a car clubs or car sharing with reserved parking spaces in a development will encourage residents to use these rather than owning their own car and worrying about parking spaces. This approach will help to reduce the number of vehicles on London’s roads and lessen congestion. Offering an alternative to private car ownership supports the Mayor’s target for carbon-free travel by 2050, and contributes to the UK’s net zero target to reduce greenhouse gas emissions by at least 68 per cent by 2030, compared to 1990 levels.

## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

(optional under 50 homes)

## Who is responsible?

Development Manager	● ● ○	accountable
Architect	● ○ ○	supporting
Project Manager	● ○ ○	supporting
Engineer – Civil	● ○ ○	supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 7 Affordable and Clean Energy
- 11 Sustainable Cities and Communities
- 13 Climate Action



## Connected SDF indicators

- Electric Vehicle (EV) Charging
- Car Free Living
- Car Share
- Blue Badge Spaces
- Air Quality Neutral – Transport

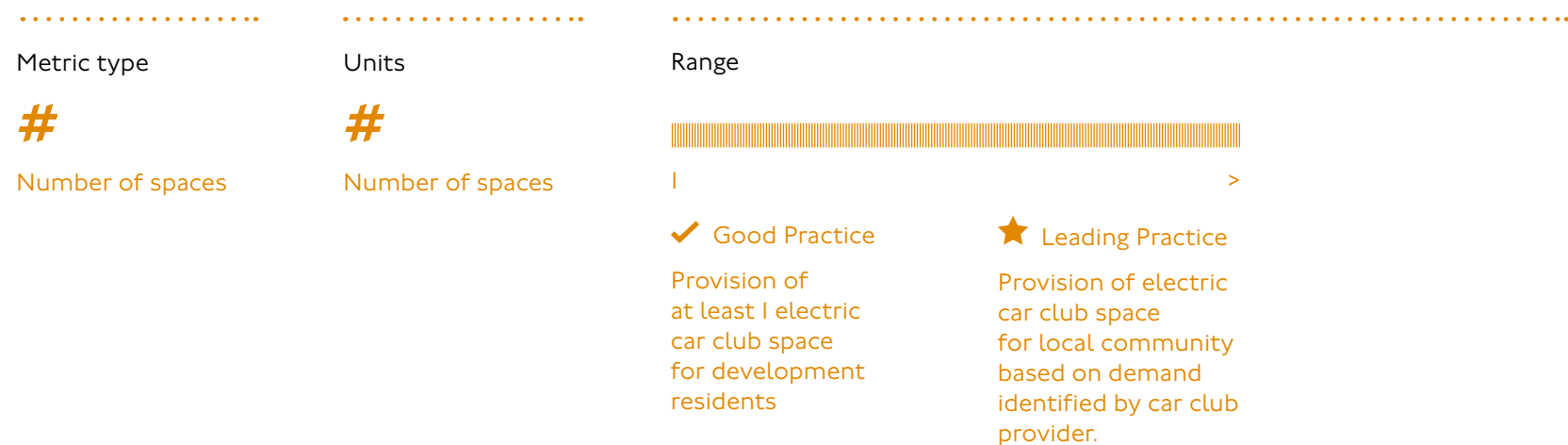
## How is it calculated?

This indicator can be calculated by taking the following steps:

- 1 Identify whether spaces for car parking form part of the new development. If the development is car-free (note that a car-free development still includes Blue Badge parking spaces for disabled people), this indicator does not apply.

If parking is provided as part of the development, scoring is as follows:

- 2 Good Practice is the provision of at least one electric car club space for development residents.
- 3 Leading Practice is for the provision of electric car club spaces for the local community based on demand identified by a car club provider.



# What is the process?

RIBA Stage 0

RIBA Stage I: Optimise

RIBA Stage 2: Plan / Design

RIBA Stage 3

Action

Action

Development manager

Work with transport planners to identify and approach car share providers. Draft an agreement with the car share provider

Development manager

Identify car share provider and produce draft agreement to demonstrate commitment and establish the demand

Architect, transport engineer and civil engineer

Determine the most suitable location for car share parking and produce outline site plan showing location and count of car share spaces

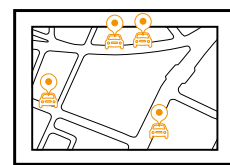
Project manager

Draft contract and business plan to illustrate the commitment of the car share provider

Produce signed contract with car share provider to support planning permission

Documentation

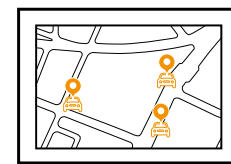
Documentation



Details of local car share providers and evidence of initial approach to invite interest



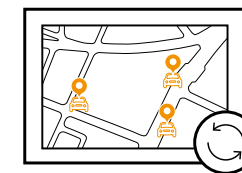
Draft contract to show commitment of at least one car share provider



Pre-planning – outline site plan showing location and count of car share spaces / outline architect’s plan showing total number of dwellings /



draft contract and business plan to illustrate commitment of car share provider



Detailed site plan / business plan and signed contract with car share provider to support planning permission

# What is the process? (continued)

RIBA Stage 4: Specify

RIBA Stage 5: Deliver

RIBA Stage 6: Deliver

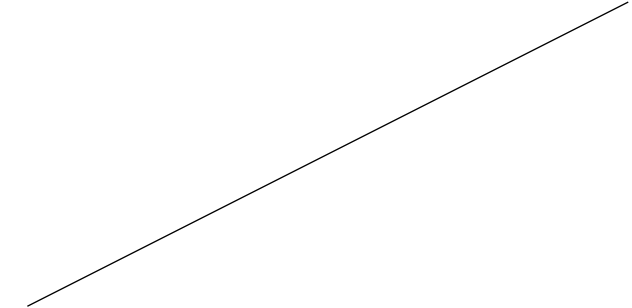
RIBA Stage 7: Monitor

Action

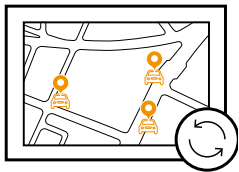
Civil engineer

Produce detailed site plan showing location and count of car share spaces

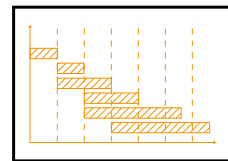
Action



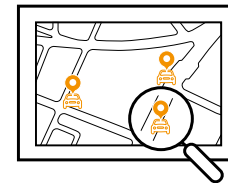
Documentation



Detailed site plan showing location and count of car share spaces



Construction programme and car share business plan



'As built' drawing showing the final, built design

Documentation



## Relevant policy

---

### Mayor's Transport Strategy (March 2018)

---

Proposal I9, page 89: The Mayor, through TfL and the boroughs, will support the provision of car clubs for residents when paired with a reduction in the availability of private parking, to enable more Londoners to give up their cars while allowing for infrequent car travel in inner and outer London.

### The London Plan (March 2021)

---

Car clubs count towards the maximum parking permitted because they share many of the negative impacts of privately-owned cars. However, in some areas, car club spaces can help support lower parking provision and car-lite lifestyles by enabling multiple households to make infrequent trips by car.

### A Car Club Strategy for London, Growing car clubs to support London's transport future, April 2015

---

Page 12: Shared use of cars through car clubs could play a central role in revolutionising car use in our city. It could help London to meet its mobility needs, while reducing reliance on the private car and addressing environmental problems through more efficient use of cleaner vehicles.

## Further reading

---

CoMoUK's vision for shared transport (2021)

Car Club Annual Survey for London (September 2019)

Car Clubs in property developments (February 2015)

Developing Car Clubs in England Programme (Dec 2016), carplus bikeplus

ID no

Key Performance Indicator (KPI) name

# NI 6

# Car Free Living

## What is it?

Road vehicles account for around 80 per cent of transport-related carbon dioxide emissions and half of the main air pollutants that are most harmful to human health. The Mayor therefore wants to reduce Londoners’ dependency on cars, with car-free living and car-free zones supporting this objective. Being car free also contributes to the UK’s target to reduce greenhouse gas emissions by at least 68 per cent by 2030, compared to 1990 levels.

This indicator focuses on the amount of dedicated car parking provided by a new development, and aims to reduce car ownership by scaling down or eliminating parking spaces in line with the parking standards set out in The London Plan.

## How does it add value?

Car-free developments in places that are, or will be, well-connected to public transport, should be the starting point for all development proposals. With urban space designed for pedestrians and cyclists, and easy access to public transport, car ownership ceases to be an advantage. By removing the need for a private car, congestion and air quality is improved and carbon emissions cut. With London’s population forecast to grow to 10.8 million by 2041, demand for new homes with no necessity for cars and parking space will pave the way for a healthier and greener future and allow for more intensive and, therefore, more profitable developments.

## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

## Who is responsible?

Development Manager	● ● ○	accountable
Architect	● ○ ○	supporting
Engineer – Civil	● ○ ○	supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 3 Good Health and Wellbeing
- 11 Sustainable Cities and Communities
- 13 Climate Action



## Connected SDF indicators

- Electric Vehicle (EV) Charging
- Cycle Parking Hubs
- Car Share
- Air Quality Neutral – Transport
- Healthy Streets
- New Routes and Links

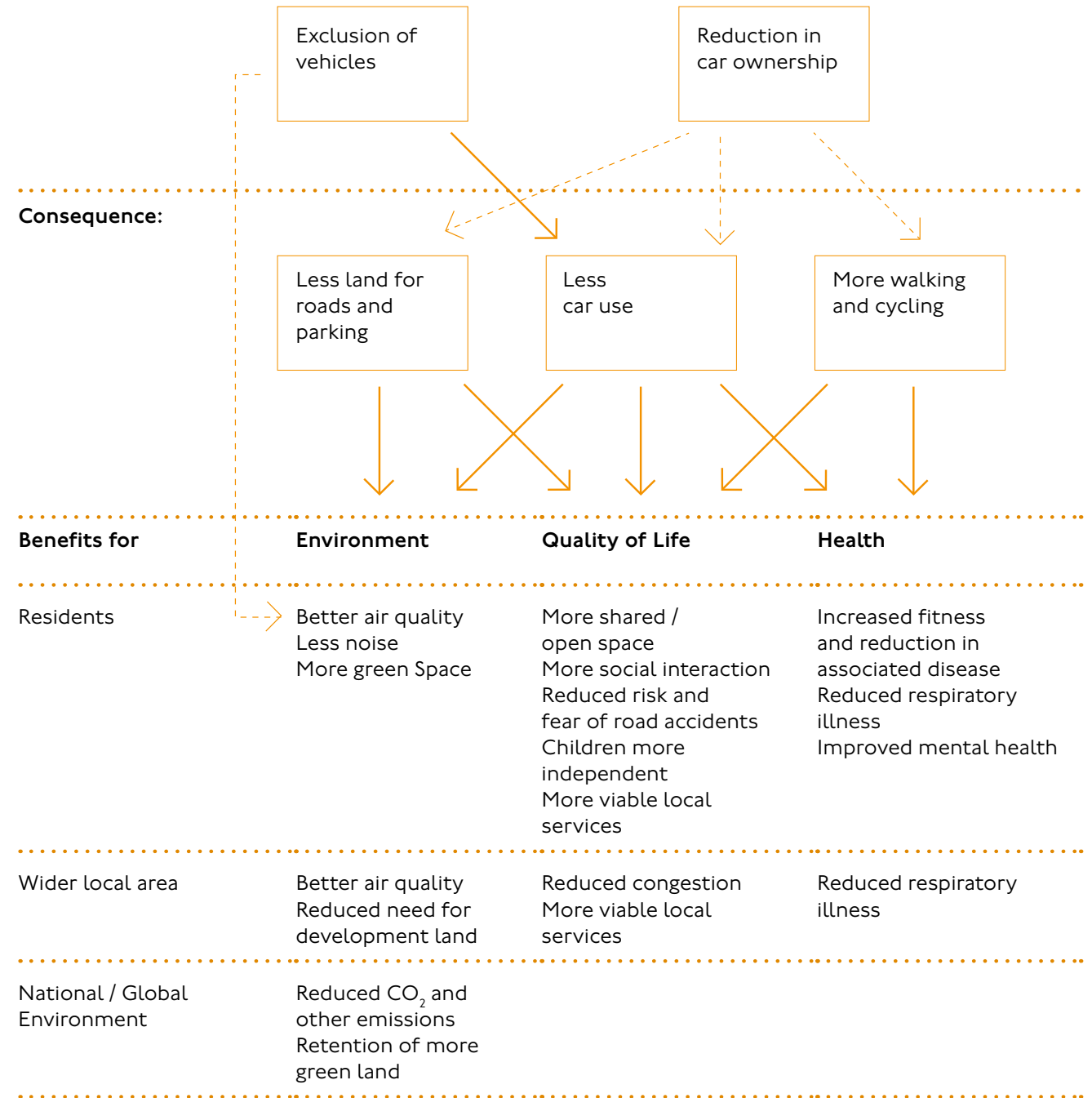
## How is it calculated?

This indicator can be calculated by taking the following steps:

- 1 Consider whether the development is car free (a car-free development may include Blue Badge car parking spaces for disabled people), if it is, then the indicator has been achieved.
- 2 If not, identify what car parking maximums apply for the development, based on The London Plan (see the link below). This is a function of development location and identified [Public Transport Accessibility Levels \(PTALs\)](#)
- 3 PTALs can be calculated using the WebCAT tool at the link below: [WebCAT](#)
- 4 Calculate the number of parking spaces being provided (refer to the architect’s plans).
- 5 Identify whether the development is compliant with the policy requirements set out above (note that this does not apply to Blue Badge spaces).

Metric type	Units	Range
#	#	<b>Dependent upon location</b>
Numerical	Car parking spaces per unit	✓ Good Practice Meet parking provision standards from The London Plan Standards ★ Leading Practice Car Free development

**Aspect:**



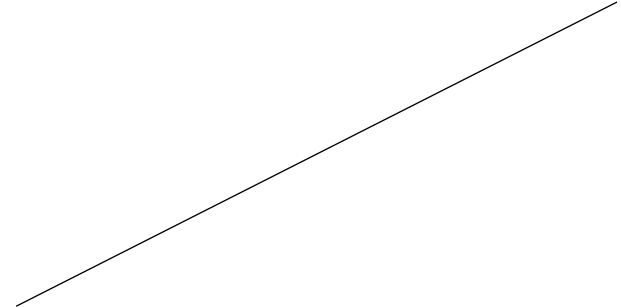
Benefits for	Environment	Quality of Life	Health
Residents	Better air quality Less noise More green Space	More shared / open space More social interaction Reduced risk and fear of road accidents Children more independent More viable local services	Increased fitness and reduction in associated disease Reduced respiratory illness Improved mental health
Wider local area	Better air quality Reduced need for development land	Reduced congestion More viable local services	Reduced respiratory illness
National / Global Environment	Reduced CO <sub>2</sub> and other emissions Retention of more green land		

→ Direct effects  
 - - -> Indirect effects

# What is the process?

## RIBA Stage 0

Action



## RIBA Stage I: Optimise

### Development manager

Include the requirements for parking provision, in line with Leading Practice standards for London as set out in the new London Plan, in the project brief

### Architect

Prepare outline drawings showing the proposed location and count of parking spaces based on the brief for unit number and size

## RIBA Stage 2: Plan / Design

### Architect

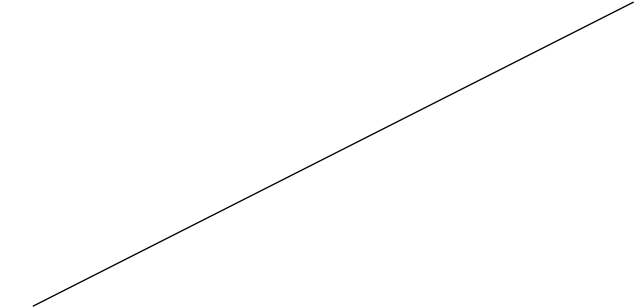
Make sure that the ratio of parking spaces to number of units (by type) in the outline site plan is in line with Leading Practice standards for London, as set out in the new London Plan

### Civil engineer

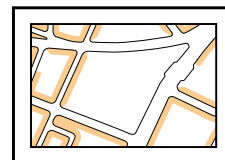
Work with the architect to make sure that the ratio of parking spaces to number of units (by type) included in the outline site plan is in line with Leading Practice standards for London, as set out in the new London Plan

## RIBA Stage 3

Action

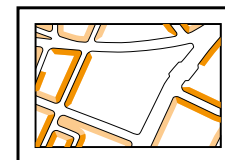


Documentation

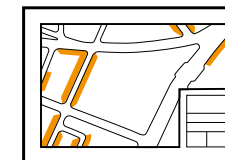


Outline site plan showing location and count of car parking spaces

Outline architect's plan showing number and size of units



PTAL, minimum parking requirements and maximum parking spaces allowed confirming number of units for planning application



Detailed site plan and architect's drawings  
Location plan showing PTAL

Documentation



# What is the process? (continued)

## RIBA Stage 4: Specify

## RIBA Stage 5

## RIBA Stage 6: Deliver

## RIBA Stage 7

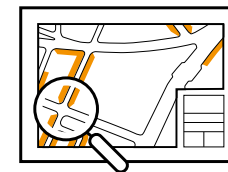
Action

### Civil engineer

Work with the architect to make sure that the ratio of parking spaces to number of units (by type) included in the detailed site plan is in line with Leading Practice standards for London, as set out in the new London Plan

Action

Documentation



'As built' drawing showing the final, built design

Documentation

## Relevant policy

---

### The London Plan, March 2021

---

Policy T6 (B), Car parking: Car-free development should be the starting point for all development proposals in places that are (or are planned to be) well-connected by public transport, with developments elsewhere designed to provide the minimum necessary parking ('car-lite').

### Mayor's Transport Strategy, March 2018

---

Page 219, Proposal 80: The Mayor, through TfL and the boroughs, will: Restrict car parking provision within new developments, with those locations more accessible to public transport expected to be car-free.

### National Planning Policy Framework

---

Page 30: Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestion and emissions and improve air quality and public health.

## Further reading

---

For calculation of PTAL, the WebCAT tool in the following link can be used

ID no Key Performance Indicator (KPI) name

# NI7 Blue Badge Spaces

## What is it?

New development proposals should always be mindful of disabled people’s needs to access buildings and transport. Consideration must therefore be given to the allocation of Blue Badge parking spaces that allow badge holders to park close to their destination, either as a passenger or driver.

This indicator focuses on the number of Blue Badge spaces to be provided for a development and this is set out in The London Plan (2011), Policy 6.I3. The indicator aims to promote an inclusive and accessible environment, and to make sure that all of London’s diverse communities can enjoy a high quality of life.

## How does it add value?

Although considerable progress has been made in making mainstream public transport accessible to disabled people, many people still need to use cars where access continues to be limited, for example to the Underground network, while others cannot use public transport at all. By making sure there are Blue Badge parking spaces available, people with visible and non-visible disabilities can continue with their daily life by being able to park close to their destination. The Blue Badge is a vital lifeline and by providing these parking spaces, developments support disabled people in being able to live the life they want to live.

## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

## Who is responsible?

Development Manager	● ● ○	accountable
Architect	● ○ ○	supporting
Transport Planner	● ○ ○	supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 10 Reduced Inequalities
- 11 Sustainable Cities and Communities
- 3 Good Health and Wellbeing



## Connected SDF indicators

- Electric Vehicle (EV) Charging
- Access and Inclusion
- Healthy Streets

## How is it calculated?

This indicator relates to the number of Blue Badge spaces to be provided for a development and is calculated, as follows:

- 1 The number of Blue Badge parking spaces should be based on The London Plan (2011) Parking standards. The London Plan requires 10 per cent of all new homes to be wheelchair accessible or easily adaptable for occupation by a wheelchair user. One parking bay for every wheelchair accessible or easily adaptable home (for example, 10 per cent of the total number of residential units). An additional five per cent of the total number of parking bays should be provided for disabled visitors.
- 2 The transport planner and architect should work together to carry out the calculation and make sure that the number of Blue Badge spaces meets policy requirements. If the developer and the planning authority agree a lower figure than policy requires, the indicator will be allocated a pass.

Note: where there are existing blue badge spaces on site, demand to be calculated and if higher than London Plan figure this higher figure is the requirement.



**Blue Badge holders only**

Metric type	Units	Range
✓ ✗	n/a	✓ ★ Pass
Numerical	Number of Blue Badge parking spaces	London Plan Standard or existing blue badge spaces (if greater)



# What is the process?

RIBA Stage 0

RIBA Stage 1: Optimise

RIBA Stage 2: Plan / Design

RIBA Stage 3

Action

Action

Transport planner

Early information on the number of wheelchair accessible units and number of parking spaces on/offsite

Architect

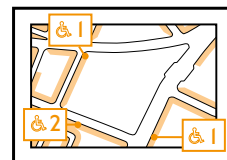
Site plan for planning application showing location and count of Blue Badge parking spaces

Development manager

Identify parking needs for Blue Badge spaces in the equality impact assessment (EQIA) (including the need during construction and post completion) and ensure these needs are met by the project.

Documentation

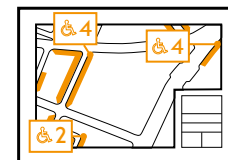
Documentation



Outline site plan showing location and count of Blue Badge parking spaces

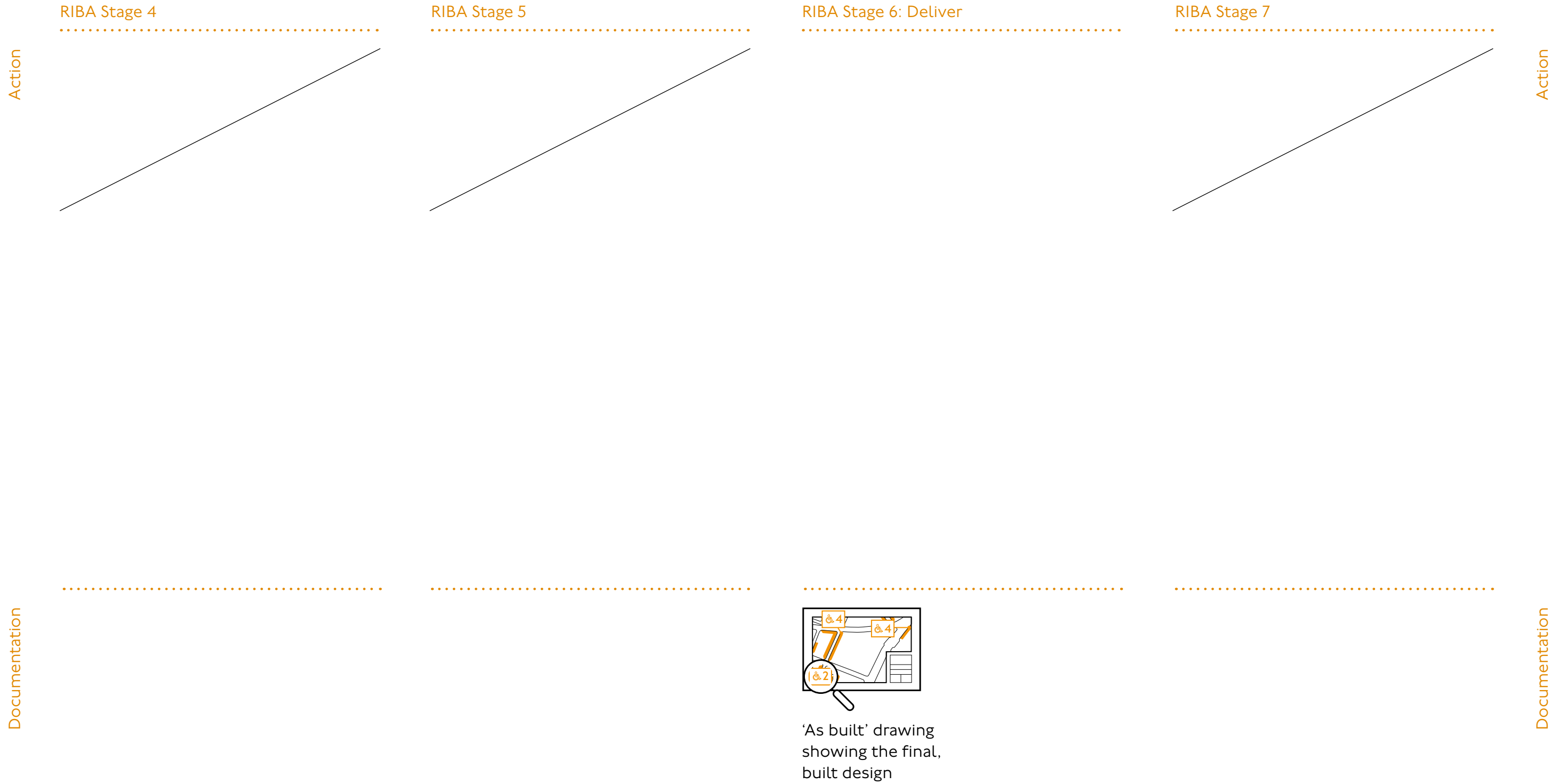


EQIA



Design and access statement

# What is the process? (continued)



## Relevant policy

### Equality Act 2010

The Equality Act 2010 provides the legal framework that protects disabled people from discrimination. The Act imposes a duty on employers, service providers and public functions to make reasonable adjustments to any physical feature which may put a disabled person at a substantial disadvantage compared to non-disabled people.

### National Planning Policy Framework

Paragraph 35: Developments should be located and designed where practical to consider the needs of people with disabilities by all modes of transport  
Paragraph 57: It is important to plan positively for the achievement of high quality and inclusive design for all development, including individual buildings, public and private spaces and wider area development schemes

### The London Plan (March 2016), Policy 6.I3, Parking

Developments must provide parking for disabled people in line with Table 6.2

### London Plan (March 2016), Policy 7.2 An Inclusive Environment

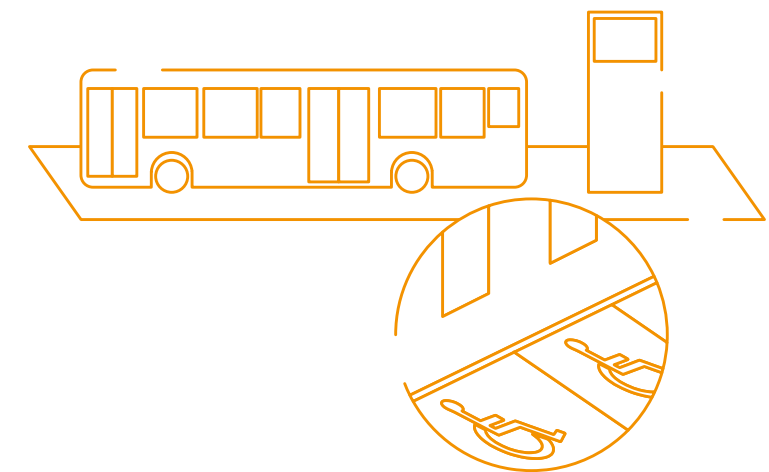
Design and access statements submitted with development proposals should explain how, following engagement with relevant user groups, the principles of inclusive design, including the specific needs of older and disabled people, have been integrated into the proposed development, whether relevant Leading Practice standards such as British Standard BS 8300:2009 have been complied with, and how inclusion will be maintained and managed.

## Further reading

The London Plan (March 2016), Chapter 6, Table 6.2

Accessible London, Supplementary Planning Guidance (2014)

The British Standards Institution 2018, Chapter 7, Parking Provision



ID no Key Performance Indicator (KPI) name

# NI 8 Community Initiatives Grants

## What is it?

Increasingly, organisations want their investments to be meaningful and generate positive and measurable social and environmental returns alongside the financial ones. Investments that achieve this more strategic approach, create lasting and positive results for the wider community.

New developments can play an influential role in building better communities by investing in local initiatives. This indicator measures the financial commitment to new and existing community led-initiatives that support the neighbourhoods close to the development site.

To achieve Leading Practice, development teams must be collaborative and recruit local expertise. This investment is likely to be most successful if:

- It has the support of the local community
- It addresses a local issue
- It is related to expertise or experience within the development team

## How does it add value?

Investment in community-led initiatives produce long-lasting and positive results in many different ways, both for individuals and the wider community. For example, they can improve health disparities, reduce crime, improve levels of wellbeing and create new skills and jobs. Such investment increases community cooperation and a sense of pride in the neighbourhood. Successful programmes also reflect a high degree of commitment by the developer to maintaining the social and environmental quality of the area around the new development.

Grant to be dispersed at construction stage.

## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

## Who is responsible?

Development Manager	● ● ○	accountable
Project Manager	● ○ ○	supporting
Communications	● ○ ○	supporting
Asset Manager	● ○ ○	supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 10 Reduced Inequalities
- 11 Sustainable Cities and Communities
- 3 Good Health and Wellbeing



## Connected SDF indicators

- Active Community Programming
- Meanwhile
- Teenage Playspace
- New Local Amenities
- Supporting SMEs and Social Enterprise

## How is it calculated?

This indicator represents the sum of money invested in community-led initiatives and dispersed by grants at construction stage, divided by the total Gross Development Value (GDV) × 10,000. Good Practice is achieved by £1 of spending per £10,000 of GDV and Leading Practice is £2.

Any investment that contributes towards achieving this indicator should be separate from CIL, S106 or any other statutory contributions.

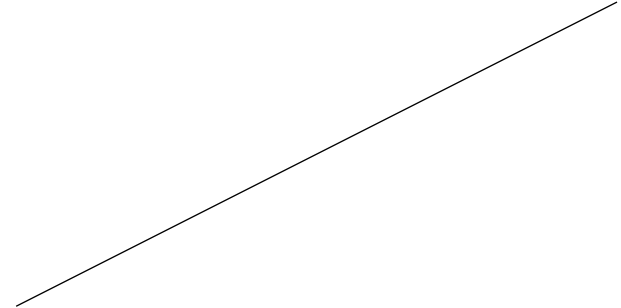


Metric type	Units	Range
Financial	£ £1 invested for every £10,000 of GDV	<p>0%    ✓    ★    &gt;</p> <p>£1    £2+</p> <p>Good Practice    Leading Practice</p>

## What is the process?

### RIBA Stage 0

Action



### RIBA Stage 1: Optimise

#### Communications

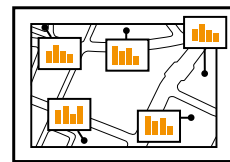
If not already done, make initial contact with local community leaders, local organisations, individuals or initiatives that are already delivering, or can deliver, lasting social change in the local area to understand the wants and needs of their communities

Review community consultation and local authority strategies to identify key areas for a focused plan for investment in community-led activities

#### Development manager

Ensure budget for Community Initiative Grants is budgeted for in financial appraisal

Refer to the equality impact assessment (EQIA) for any specific local area issues which affect the protected characteristic groups and could benefit from a Community Initiatives Grant



Socio-economic and demographic study



EQIA

### RIBA Stage 2: Plan / Design

#### Project manager

Define the appropriate levels of investment. Allocate investment between the various contributing parties. Set and allocate resource between the parties to deliver this investment

#### Development manager

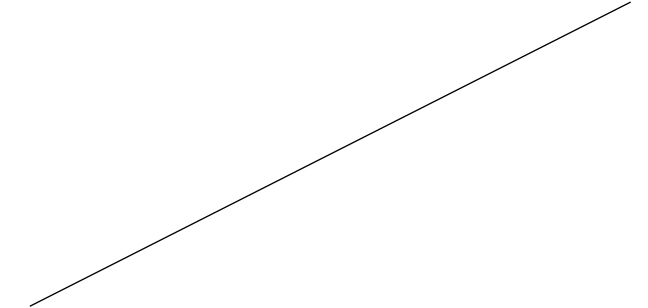
Work with delivery partners to model what could be achieved by different levels of investment in each of the agreed opportunity areas. Use these models to set a prioritised community investment plan. The plans should contain details of the expected inputs, outputs and outcomes



Investment strategy by economic advisor

### RIBA Stage 3

Action



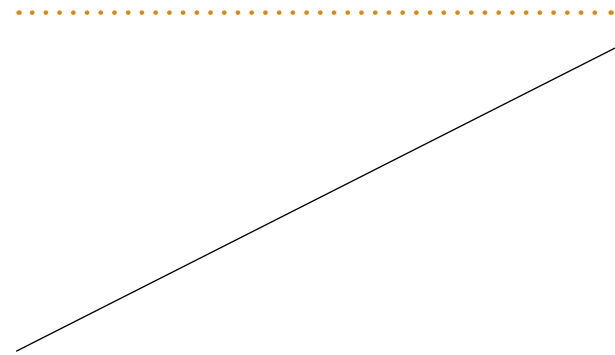
Documentation

Documentation

# What is the process? (continued)

Action

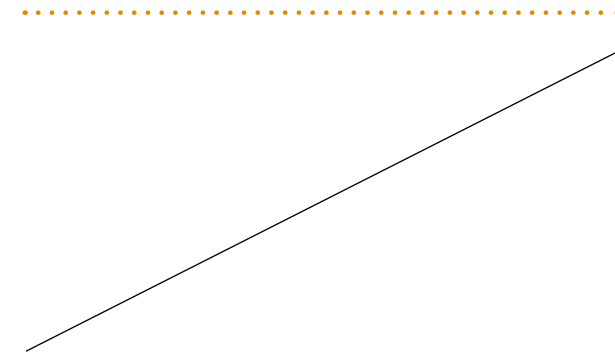
RIBA Stage 4



RIBA Stage 5: Deliver

Development manager  
Disperse grant

RIBA Stage 6



RIBA Stage 7: Monitor

Asset manager  
Monitor the impact of investment through surveys, informal feedback and/or data collection  
  
Where necessary, review and amend investment in response to the results from the impact monitoring

Action

Documentation



Community  
Initiatives Grants



Social impact  
update report

Documentation

## Relevant policy

---

The London Plan 2021, GGI, Building strong and inclusive communities  
 .....

Ensure that streets and public spaces are consistently planned for people to move around and spend time in comfort and safety, creating places where everyone is welcome, which foster a sense of belonging, which encourage community buy-in, and where communities can develop and thrive

Community empowerment policy, Scottish Government  
 .....

The Investing in Communities Fund (ICF) is a new streamlined communities fund that is delivered as part of the Empowering Communities Programme. The fund reflects our commitment to investing in communities so that they can develop the resources and resilience to decide their own aspirations, priorities and solutions in response. The fund will support our most disadvantaged or fragile communities, to tackle poverty in all its forms on their own terms.

## Further reading

---

Community-Led Recovery Programme, London Assembly  
 Key publications, Locality  
 Strategic Community Investment (2010), International Finance Corporation  
 New Horizons For Community-Led Development, Global Fund for Community Foundations  
 The National Lottery Community Fund  
 Sadiq Khan invests more than £400,000 in community projects



ID no

Key Performance Indicator (KPI) name

# NI9 Community Volunteering

## What is it?

Employer-supported volunteering (ESV) is an increasingly popular practice for employers and employees alike as it encourages employees to use a proportion of their paid employment hours to support a charity or community group of their choosing. This could be a short or long-term arrangement, and organised by either the employer or individual. To be most effective, it is best to volunteer in communities local to the development as this will create more meaningful and lasting relationships.

This indicator measures the proportion of employee hours dedicated to volunteering activities. These include skilled and unskilled unpaid activities that support the local community and do not contribute towards the development project. For example, outreach with local schools would qualify providing it was carried out in office hours or if time off in lieu was given. The indicator is clear that non-fee earning work associated with the development, even out of hours, would not qualify.

## How does it add value?

Volunteering gives employees the chance to build connections with their local communities and give back to society while working on issues they may feel strongly about. This can improve people’s motivation and pride in where they work, and lead to new skills and to better developments. Volunteering also improves brand positioning and reputation by offering expertise to the community and to charities that would otherwise not be available. By integrating into the community through volunteer efforts, greater trust and cohesion between neighbourhood and developer is achieved.

## What type of project does the indicator apply to?

- Residential
- Commercial
- Masterplan
- Industrial

## Who is responsible?

- All Employees ●●○ accountable
- Volunteering Coordinator ●○○ supporting
- Skills and Training Team ●○○ supporting

## RIBA Stages



## Connected UN Sustainable Development Goals

- 4 Quality Education
- 10 Reduced Inequalities
- 11 Sustainable Cities and Communities



## Connected SDF indicators

- Active Community Programming
- New Local Amenities
- Work Placement
- Supporting Start Ups, SME and Social Enterprise
- Community Led Initiatives

## How is it calculated?

People should log any volunteering hours in the Microsoft Teams volunteering tracker. If applicable, volunteering hours specific to a TfL project can be recorded as such in the tracker. These hours should be totalled up by the volunteering coordinator at the end of the project.

The volunteering coordinator is responsible for encouraging, tracking and calculating volunteer hours, however, input into the tracker is the responsibility of the employee. The coordinator does not need a background in a specific discipline, and could be any member of the project team.

This is a reporting indicator with no target for good and Leading Practice. It is also flexible about the types of activities and charities or community groups that volunteers decide to support.

Employee hours must be dedicated to volunteering activities. Development team members should not claim credit for volunteering undertaken by people independently of their employer. Volunteer activities should not be linked to, or an extension of, paid work carried out by the any partners of the development team.

If the development team choose to encourage employees to volunteer, they should provide signposting and advice if requested.

.....	.....	.....
Metric type	Units	Range
	<b>Hours</b>	<b>Reporting</b>
Hours	Hours per project	

# What is the process?

RIBA Stage 0

RIBA Stage I: Optimise

RIBA Stage 2

Action

Action

Volunteering coordinator

Establish organisation’s key priorities and how volunteering could help others. Involve/collaborate with the supply chain to encourage contribution and buy-in. Identify local organisations (within the borough) that align with these organisational priorities and would benefit from volunteer support

All employees

Input volunteering hours into the TfL tracker and assign to projects, if applicable, through the life of the development

Skills and training team

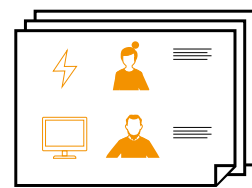
Identify and coordinate education engagement activities, if applicable

Volunteering coordinator

Prepare a volunteering plan that identifies recipient organisations and causes

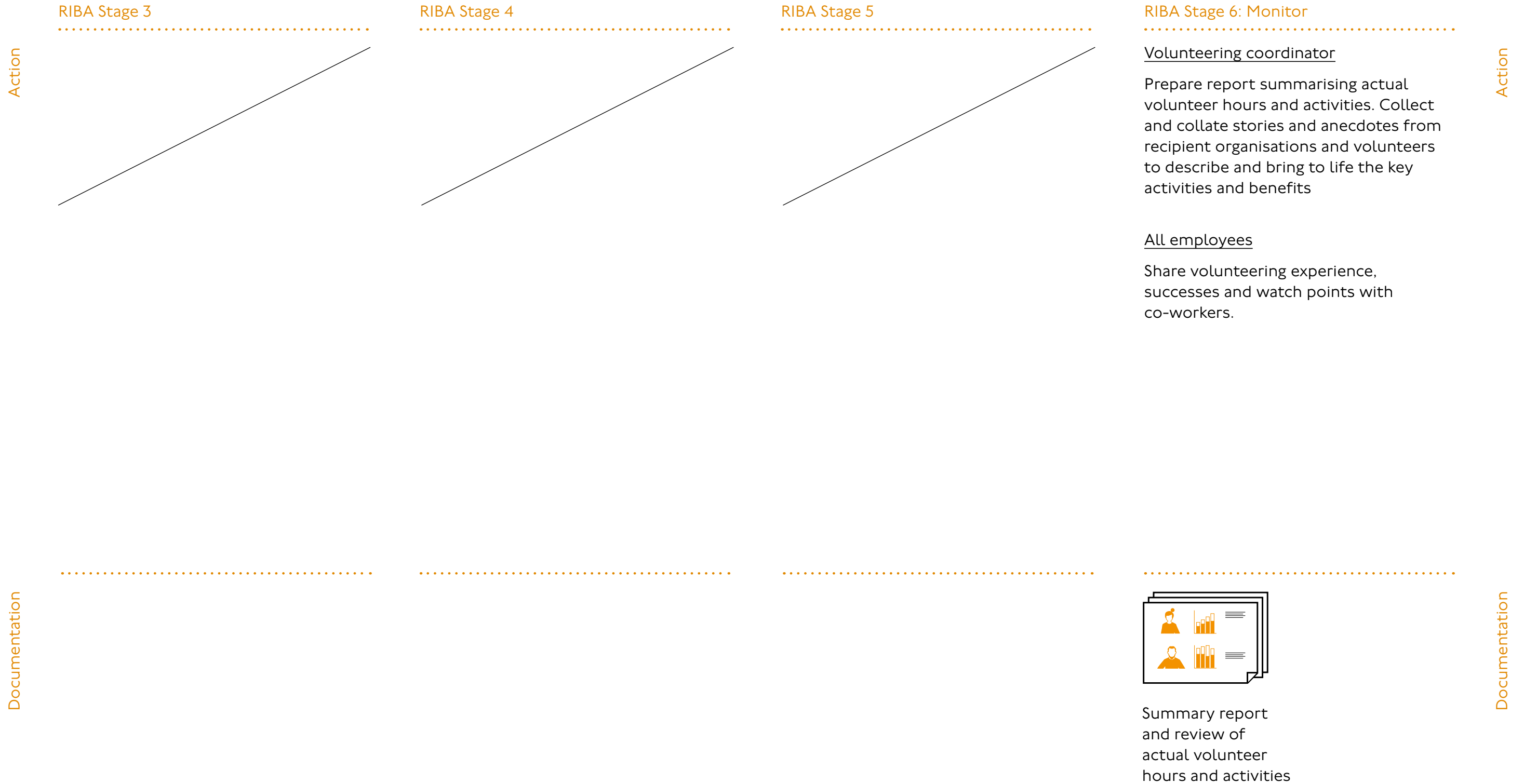
Documentation

Documentation



Volunteering plan

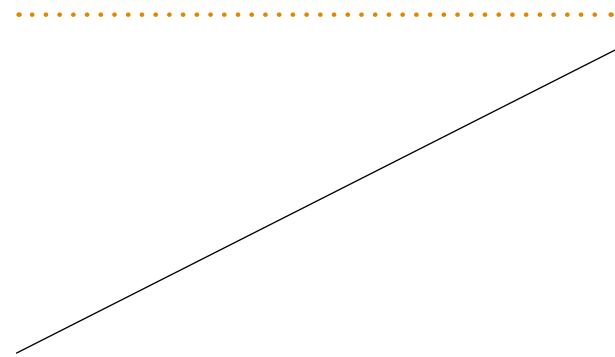
# What is the process? (continued)



### What is the process? (c'd)

RIBA Stage 7

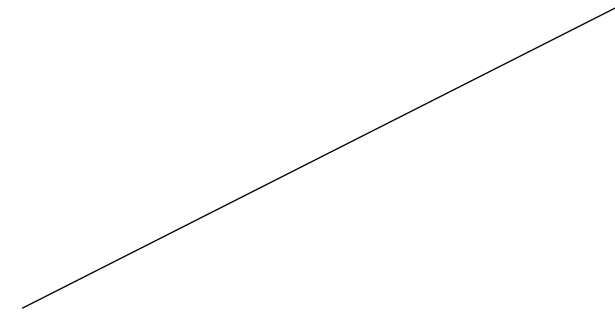
Action



Documentation



### Relevant policy



### Further reading

The National Council for Voluntary Organisations (NCVO) website – the NCVO provide lots of resources for those looking to join voluntary activities, including research, training, signposting and accreditation

Volunteer opportunities, rights and expenses – the Government guidance on volunteering can help interested parties to find placements, and outlines the rights of volunteers while conducting voluntary activities

Greater London Authority (GLA) resources on volunteering – the GLA provides access to many volunteering opportunities across London, as well as guidance and advice for the voluntary sector.

Taking part 2019/20 – Volunteering Community Life Survey 2019/20

Employer-supported volunteering guide, Chartered Institute of Personnel and Development

### Contributors

- NI1 Investment in TfL Transport Infrastructure:  
Mott MacDonald
- NI2 Active Travel Transport Infrastructure: Mott MacDonald
- NI3 Station Cycle Parking Provision: Mott MacDonald / TfL
- NI4 Electric Vehicle (EV) Charging: Mott MacDonald
- NI5 Electric Car Share: Mott MacDonald
- NI6 Car Free Living: Mott MacDonald
- NI7 Blue Badge Spaces: Mott MacDonald
- NI8 Community Initiatives Grants: Mott MacDonald
- NI9 Community Volunteering: TfL

