

M & L Investment Partners LLP

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SERVICE DELIVERY MANAGEMENT PLAN

1.1 Background

- 1.1.1 Planning permission for the 'extension to existing industrial warehouse (use class B1, B2 and B8) together with associated service yard' was approved on 11th October 2019 (planning permission reference P/2019/0593).
- 1.1.2 Condition 19 attached to planning permission reference P/2019/0593 requires the submission and approval of a Service Delivery Management Plan and states:
- "No development shall take place until a Service and Delivery Management Plan (SDMP) to include (but not limited to) the details of frequency of deliveries, type of delivery vehicles to be used, management of car parking to facilitate delivery vehicles has been submitted to and approved in writing by the local planning authority. The SDMP as agreed shall be implemented in accordance with the approved details."*
- 1.1.3 This document comprises the Service Delivery Management Plan relating to the 'extension to existing industrial warehouse (use class B1, B2 and B8) together with associated service yard' approved pursuant to reference P/2019/0593.

1.2 Staff numbers and Staff Parking

- 1.2.1 There will be 33 staff employed at the site in total, comprising of 18 warehouse staff, 3 administration staff, 9 drivers and 3 management / sales.
- 1.2.2 The 18-warehouse staff will be based in the warehouse working different / split shift patterns, and therefore it is unlikely that they would all be on site at the same time. It is anticipated that the maximum number of warehouse staff on site at any given time would be 12. There would be a further 3 full time administrative staff based at the site.
- 1.2.3 Assuming a worst case scenario where all warehouse and administration staff are on site at the same time and where each member of staff chooses to travel by car and does not car share, there would be a maximum of 21 staff on site using the car park.
- 1.2.4 The 3 management / sales staff have been classed as visitors and time on site will vary across each week depending upon off site duties.

- 1.2.5 Assuming a worst case scenario where all warehouse staff, administration staff and visitors are on site at the same time and where each member of staff chooses to travel by car and does not car share, there would be a maximum of 24 staff on site using the car park.
- 1.2.6 The 9 drivers travel to and from the site in their lorries and as such do not have a requirement for onsite parking within the carpark.
- 1.2.7 All staff parking will be accommodated within the existing car park on the site which provides 24 spaces including 2 disabled spaces. There will be no staff parking on the adopted highway.

1.3 Visitor numbers and Visitor Parking

- 1.3.1 It is anticipated that there will be approximately 3 visitors to the site per day (Monday to Friday). The visitor numbers include employed staff who have split roles i.e. office and external locations.
- 1.3.2 All visitor parking will be accommodated within the existing car park on the site which provides 24 spaces including 2 disabled spaces. There will be no visitor parking on the adopted highway.

1.4 Car Movements

- 1.4.1 Vehicle movements associated with the staff based at the site and any visitors is anticipated to be 63 two-way movements per day.

1.5 Frequency of HGV deliveries

- 1.5.1 It is anticipated that there will be 30 HGVs visiting the site each day (i.e. 30 two-way movements per day).

1.6 Type of delivery vehicles to be used

- 1.6.1 The maximum length of HGVs visiting the site will be 16.5m.
- 1.6.2 As shown on the approved Proposed Site Plan (reference C4C-B1-ZZ-A-01-SK-00-002 Rev A), the site layout includes provision of a 25m diameter turning circle within the centre of the site. This will allow all HGVs to turn safely on site, without requiring use of the adopted highway.

1.7 HGV Management including Management of Parking

- 1.7.1 All HGV arrivals to the proposed development will need to be pre-booked, as per arrangements at the applicant's existing depots. HGV arrivals to the site will be managed via a booking system and will be staggered to ensure that only 1 HGV arrives at any time. This will minimise any

conflict at the site access, ensuring that as HGVs arrive that they enter the site immediately avoiding queues on the public highway.

- 1.7.2 It is anticipated that just 1 HGV will be permanently based on the site and will be parked under the warehouse canopy.
- 1.7.3 The approved site plan includes provision of 4 dedicated HGV parking spaces within the north-western corner of the site.