

**DELIVERY AND PARKING
MANAGEMENT PLAN**
EXISTING CONVENIENCE STORE AT
38 PEN-Y-BRYN
WREXHAM
LL13 7HY

REPORT CONTROL

Document: Delivery and Parking Management Plan
Project: 38 Pen-Y-Bryn, Wrexham
Client: Northhold Group
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1.0 INTRODUCTION

1.1 Purpose of Report

1.1.1 ADL Traffic and Highways Engineering Ltd (ADL) are appointed by 'Northhold Group' (the Applicant) on behalf of the occupiers of the existing convenience store at Pen-y-bryn, Wrexham, with regard to providing traffic and transport advice, and specifically a Delivery and Parking Management Plan (DPMP) for the permitted application ref P/2020/0549 for the variation of Condition 7 of planning permission P/2016/0937.

1.1.2 This report has been prepared for agreement with Wrexham County Borough Council (WCBC) whereby the agreed delivery arrangements would be set out within this document and adhered to by the occupiers of the convenience store and their supplier delivery companies.

1.1.3 This report fulfils the requirement for provision of a Delivery Plan as required by Condition 5 of the most recent planning permission as set out below:

"5. A revised Service Delivery and Parking Management Plan shall be submitted to the Local Planning Authority by January 31st 2021. The development shall be carried out strictly in accordance with the approved revised plan."

1.1.4 This DPMP provides an update for the existing convenience store, to suit the revised opening and delivery hours.

1.2 Site Location

1.2.1 The site is located at the south west edge of Wrexham Town Centre. The site is situated on the A5152 Pen-Y-Bryn road which is the primary road around the west part of Wrexham Town Centre.

1.2.2 The site is located 80m to the north of the A525 Ruthin Road junction. The A525 extends west from Pen-Y-Bryn to the A483 junction 4.

1.2.3 The site context is shown in Figure 1A below:

Figure 1A **Site Context**



1.3 Development Details

- 1.3.1 The development comprises an existing 397m² retail unit, of which 297m² forms the sales area, and 100m² forms the back of house, and plant.
- 1.3.2 Nine customer car parking spaces have been provided from the car park (as previous) split in to 3 small separate car park areas, at the west, south and northeast boundary.
- 1.3.3 A dedicated delivery area is not provided, and hence the deliveries will occur from internally with control / management of car parking spaces as previously permitted.

2.0 DELIVERIES PROCEDURE

2.1 DPMP Objective

- 2.1.1 The objective is to ensure that deliveries are received, and that waste is collected, keeping noise nuisance and local traffic disruption to a minimum by the effective and efficient use of the premises.
- 2.1.2 It is intended, by careful management of deliveries, to ensure the number of individual deliveries to the premises is minimised. This will primarily be achieved by the consolidation of delivery types (where practicable) into one delivery vehicle.

2.2 Delivery Management Strategy

- 2.2.1 The retailer's delivery management strategy will ensure that regular deliveries are carefully programmed to avoid any conflict between arrival of delivery vehicles via prior notification of vehicle delivery windows and arrival times.
- 2.2.2 It is proposed that staff will prepare the delivery area in advance of arrival by placing cones within the 3-4 spaces required to accommodate the delivery vehicle. There will be at least 5 customer car parking spaces that will continue to be operational, at all times.
- 2.2.3 Control of the loading area is achieved by prior notification (store management are notified of delivery vehicle arrival time) which will allow store staff suitable time to place the cones in the spaces and secure the delivery area in advance of the delivery vehicle arrival. Convenience store customer parking duration of stay is typically 5-10 minutes, thus affording staff plenty of opportunity to place cones in spaces when the space is vacated. The store staff will subsequently remove the cones when the delivery vehicle has departed the site.
- 2.2.4 Drivers and staff of the store are briefed of any planning obligations and measures set out in this plan and the information will be input into the Paragon software programme.

- 2.2.5 The delivery vehicle will only be permitted to enter and exit the site in a forward gear from Pen-Y-Bryn. The delivery vehicle will never need to wait on the highway or within the site access, as it will enter to the customer car parking aisle, before positioning within the delivery area (which will have been prepared in advance of the arrival, as set out above).
- 2.2.6 The delivery route to the retail unit for the delivery vehicles will be as identified within Appendix 1.0 of this DPMP, with the delivery vehicle routing travelling southbound on Pen-Y-Bryn before turning in to the car parking area via the Trenters Lane junction.
- 2.2.7 The delivery vehicle will only be permitted to undertake deliveries from within the car park area, and this will involve stopping to position within the 4 angled spaces (as permitted) or within the spaces on the southwestern boundary. These arrangements will require the control / management of 3-4 spaces by cones which will be placed within the spaces in anticipation of the delivery vehicle arrival.
- 2.2.8 The delivery vehicle once situated within the delivery area will be enabled to offload from the delivery vehicle directly into the site via the front door entrance. This will reduce the distance between vehicle and delivery door thus minimising any residual noise associated with dragging cages longer distances.
- 2.2.9 Movement of goods and refuse to and from the store and delivery vehicles will be via cages or by hand. All cages will be stored internally and will only be outside of the store when moving to or from the delivery vehicle. All deliveries will be under the on-site control of the Store Manager or Duty Manager, who will be responsible for ensuring that the procedures contained in this delivery plan are adhered. Staff of the store may be implemented as traffic marshalls to assist with controlling the internal car park movements if necessary.
- 2.2.10 Once deliveries are fully offloaded, the delivery vehicle is enabled to exit the site in a forward gear to Pen-Y-Bryn, and travel southbound to re-join the strategic road network via the A525 or by continuing south on A5152.

2.2.11 All delivery vehicles are fitted with white noise reversing alarms. These alarms emit sound over a wide range of frequencies and can be directed towards the area where staff and the public may be at risk (and away from any areas where it does not want to direct noise) - This reduces noise nuisance for local residents.

2.2.12 Furthermore, more modern rigid vehicles are now fitted with rear-facing cameras to aid the delivery driver when undertaking reverse manoeuvres (essentially providing an in-cab banksman service). This will aid the driver when reversing from the car park area to the service yard and combined with the wing mirrors, provide full field vision to the sides and rear of the vehicle.

2.3 Delivery Vehicles and Timing

2.3.1 The anticipated delivery programme for this convenience store is shown in Table 2A below and this replicates broadly what occurs at present, but adjusted to suit the revised permission.

Table 2A Daily Delivery Details and Arrangements

Delivery Type	Source	Maximum Size of Vehicle	Daily	Delivery Window
Ambient, Fresh, Frozen, Milk	Supplier	12m (26T) rigid delivery vehicle	1-2 per day (each day)	7am – 10pm (avoiding peak periods, wherever possible)
Bread Delivery	Supplier		1-2 per day (each day)	
TOTAL RIGIDS			2-4 DELIVERIES	-
Newspapers & Magazines	Supplier	Large Transit sized van	1 per day	7:00am-10:00am [Short Stay]
Sandwiches	Supplier	Small Luton Van	1 per day	
TOTAL VANS			2 DELIVERIES	-

2.3.2 The delivery windows above ensure compliance with condition 7 which is worded as follows:

“7. No use of the development, to include the receipt of deliveries shall be made before 07:00 or after 22:00 hours on any day.”

2.3.3 It is intended for HGV deliveries to be undertaken by rigid vehicle up to 12m length occurring between the hours of 7am – 10pm (to protect residential amenity, by avoiding the early morning or late night-time hours). It is anticipated that for a store of this size, there will be one daily delivery occurring from the depot, but occasionally 2 daily deliveries may be required.

- 2.3.4 In addition to the core deliveries of ambient, fresh, frozen and milk products, there will also be 3rd party supplier deliveries for bread which will also be undertaken by a similar sized vehicle (although typically these will only be rigid vehicles). There will be 1 – 2 bread deliveries per day, however they will only be stopped for a short duration of time.
- 2.3.5 Sandwiches, newspaper and magazine deliveries will occur via 2 transit van deliveries per day occurring for a very short duration of stay during the early morning.

3.0 REFUSE PROCEDURE

3.1 Collection and Recycling

- 3.1.1 Convenience stores generally create very little waste and therefore do not typically require separate rubbish collections with stores instead backhauling refuse, i.e. filling the delivery vehicle with waste goods for the return journey. This process results in savings in unit costs of logistics and reducing carbon emissions.
- 3.1.2 Recycling will be stored within the back of house. Waste which can be recycled, including cardboard, oil used in food preparation, plastic arising from packaging and animal by-products, are recycled using specialist licensed recycling companies.

3.2 Storage

- 3.2.1 The refuse for the convenience store will be located at ground floor level at the back of house so the refuse can be easily wheeled to the rear of the emptied delivery lorry simultaneously with the unloading of the delivery vehicle. i.e – loaded cages get taken in to the store, and refuse-filled cages return to the delivery vehicle.

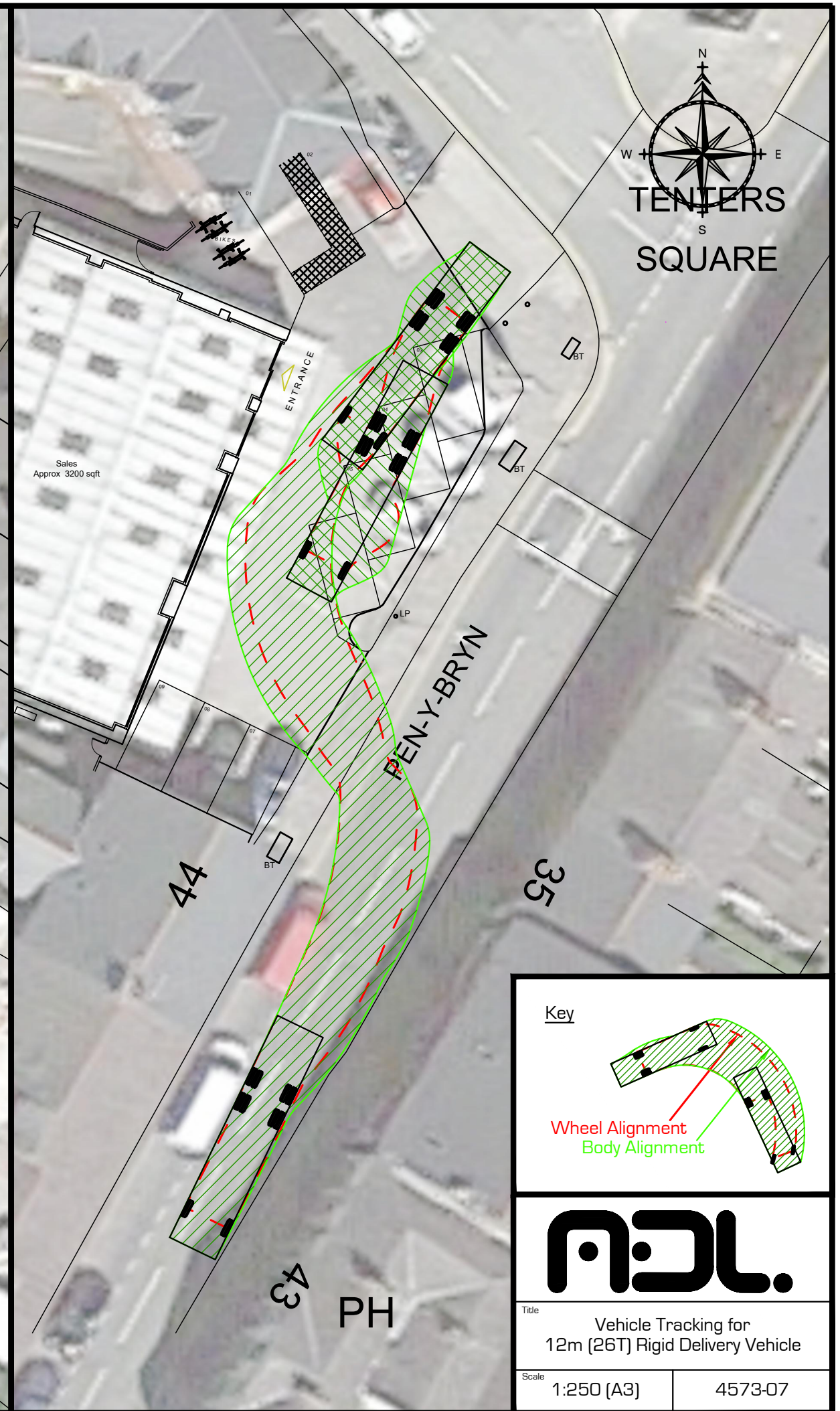
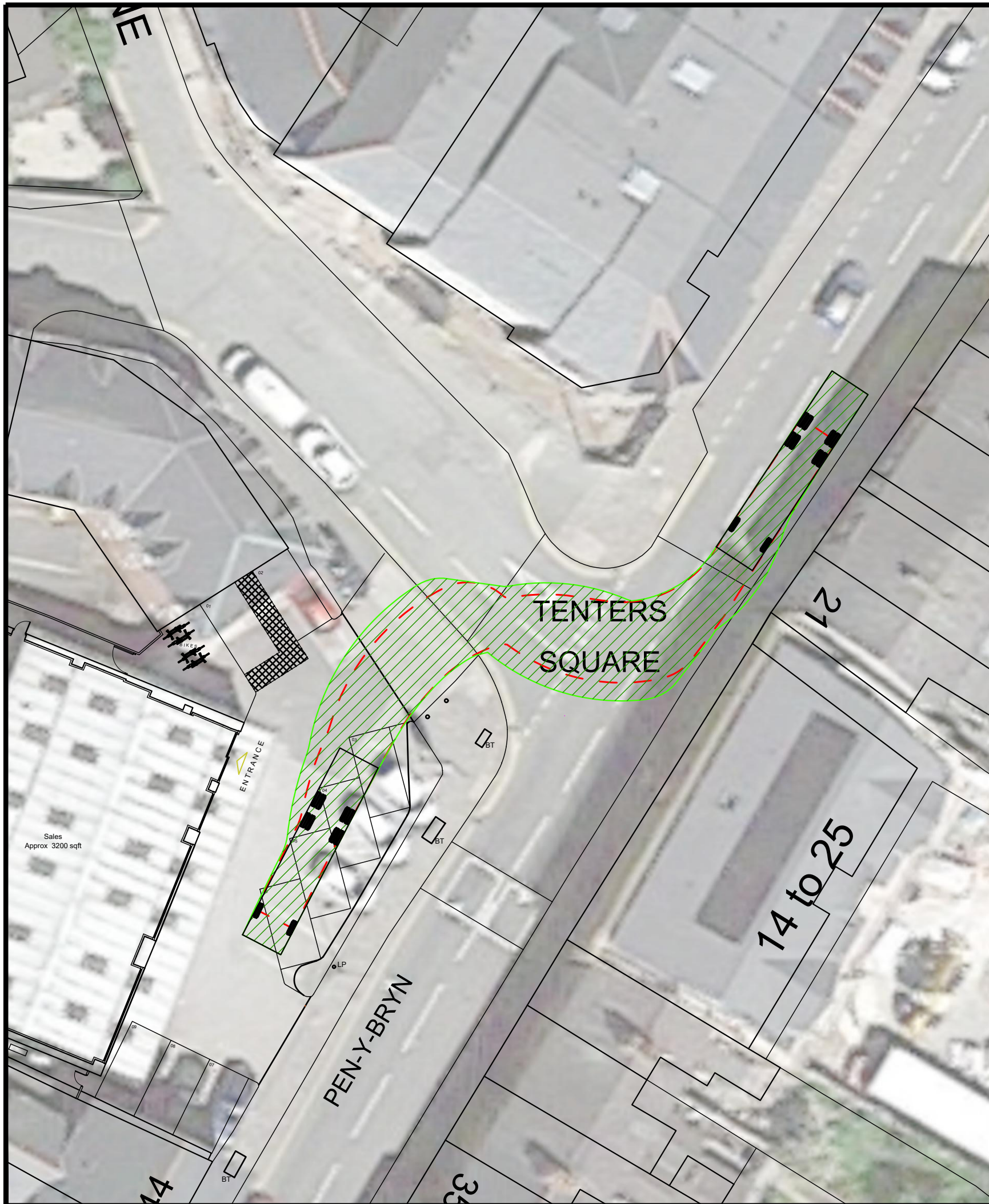
4.0 TRAINING AND MANAGEMENT

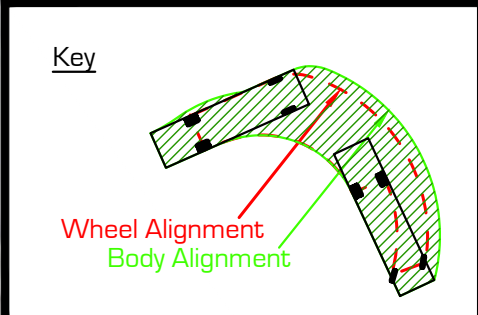
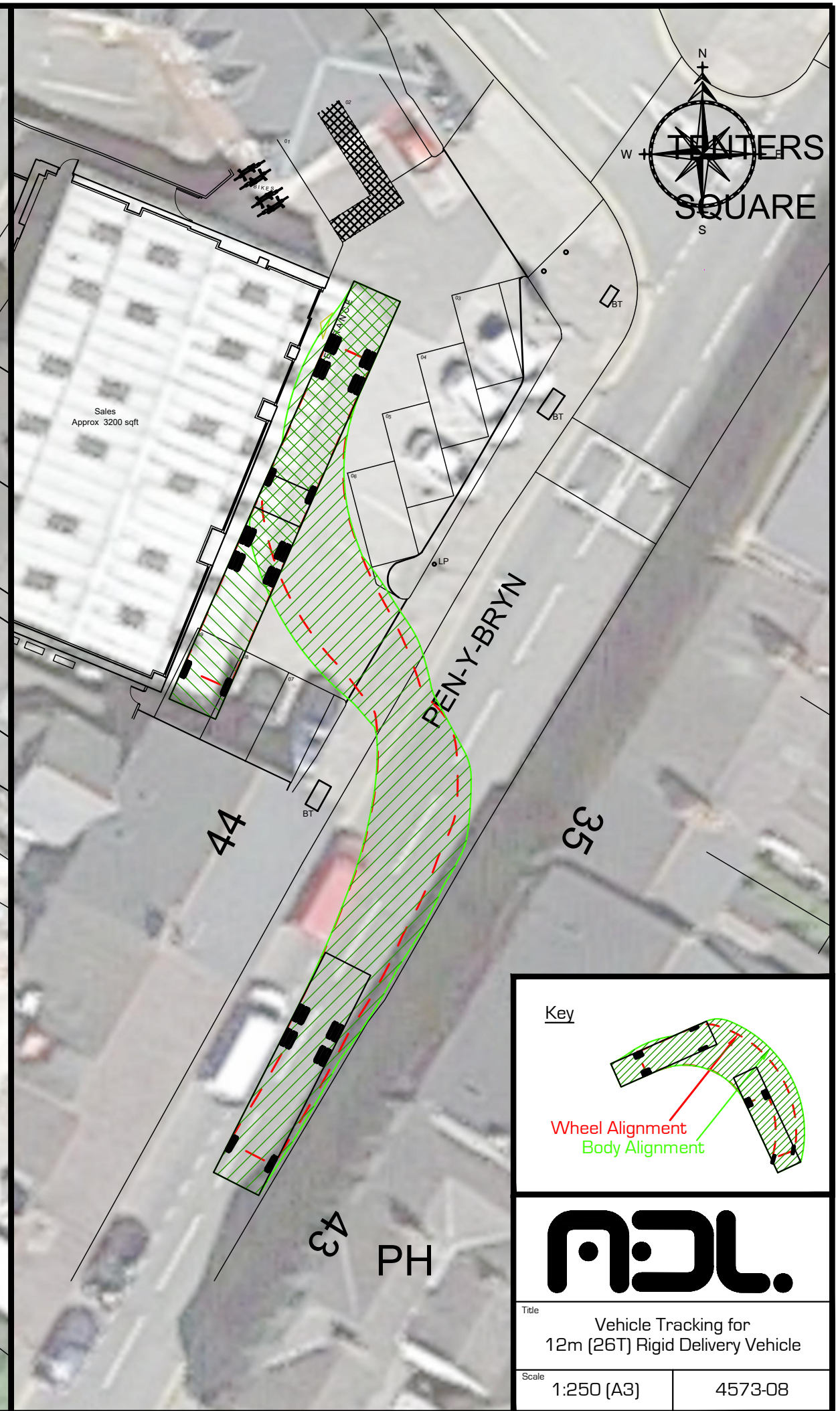
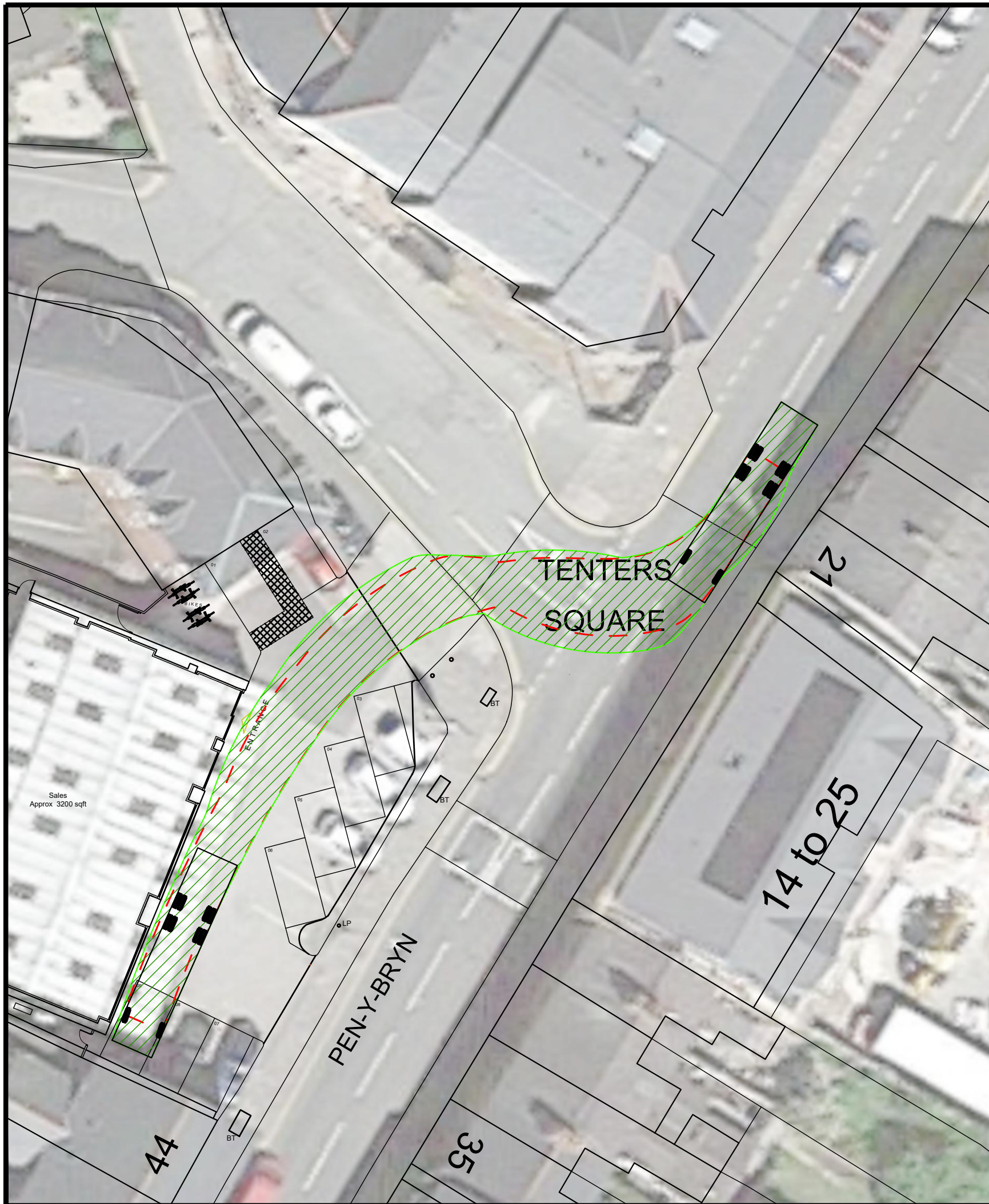
- 4.1 The following training and management measures will be implemented and reviewed internally on an annual basis.
- 4.2 Regular training will be undertaken by the store management to drivers to ensure that this Management Plan will be adhered to. As well as site specific training, this will include general requirements as outlined below:

General Requirements

- Noise levels to be kept at a minimum
 - Vehicle radios to be turned off
 - Mechanical noise generation from vehicles manoeuvring into unloading positions to be kept to a minimum
 - Drivers should seek to:
 - Engage gears with a minimum of noise
 - Keep engine revs to a minimum and switch off engine when stationary
 - Apply brakes gently
 - Close doors with minimal noise
- 4.3 Local store management will undertake a minimum of weekly checks to ensure that this plan is adhered to.
- 4.4 Management will liaise, as necessary, with the relevant Council Officers to ensure the Servicing Management Plan operates in the most effective manner possible.

VEHICLE TRACKING – 12M (26T) RIGID DELIVERY VEHICLE





NDL

Title
Vehicle Tracking for
12m (26T) Rigid Delivery Vehicle

Scale
1:250 (A3)

4573-08