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**SERVICE AND DELIVERY MANAGEMENT PLAN
FORMER RED DRAGON INN,
PRINCE CHARLES ROAD
WREXHAM
LL13 8TG**

ADL/AJM/4275/04A

March 2020

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1.0 INTRODUCTION

1.1 Purpose of Report

1.1.1 ADL Traffic & Highways Engineering Ltd (ADL) have been appointed by 'The Co-operative Group Food Limited' (Co-op) to prepare this Service and Delivery Management Plan (SDMP) for the permitted convenience retail unit at the site of the former Red Dragon Inn, Prince Charles Road, Wrexham.

1.1.2 A planning application (ref: P/2019/0841) was permitted on 16 January 2020 for:

“Change of use and extension to former public house to form A1 convenience retail unit.”

1.1.3 This report is prepared for the agreement of Wrexham County Borough (WCB) Council in order to discharge planning condition 4 as set out below:

“The development shall not be brought into use a Service and Delivery Management Plan (“the SDMP”) to include (but not be limited to) the details of the timing and frequency of deliveries, the type of delivery vehicles to be used, delivery vehicle movements, management of car parking to facilitate the manoeuvring of delivery vehicles has been submitted to and approved in writing by the Local Planning Authority. The site shall thereafter be operated in strict accordance with the SDMP as approved.”

1.1.4 This report sets out the measures to control deliveries and ensure the availability and efficient management of the dedicated delivery area for compliance by Co-op and Supplier deliveries to the proposed retail unit.

1.2 Site Location

1.2.1 The site is situated off Prince Charles Road (at the junction of Bryn Hafod), at the east of Wrexham. The site location is shown on the plan in Figure 1A.

Figure 1A Site Location



- 1.2.2 The surrounding area is predominantly residential use however there are existing retail units to the immediate south of the site and industrial estate, further south.

Local Road Network and Parking Restrictions

- 1.2.3 Prince Charles Road is a residential distributor road serving the east of Wrexham between Cefn Road to the northeast and Queensway to the south.

1.3 Proposed Retail Unit Details

- 1.3.1 The permitted site layout is shown on the plan in Appendix SDMP 1.0.
- 1.3.2 The retail unit to be occupied by Co-op will be a 393m² gross floor area (gfa) on the ground floor to provide a convenience store, intended to meet the day-to-day needs of the local area.
- 1.3.3 A total of 12 customer car parking spaces are permitted for the proposals as well as a dedicated delivery area adjacent to the Co-op back of house / delivery area.
- 1.3.4 Whilst it is noted that the aisle width of 5.5m between the dedicated delivery area and car parking spaces is less than the desirable standard 6.0m, it is considered unlikely that management of car parking spaces will be required whilst deliveries occur.

2.0 THE CO-OPERATIVE GROUP FOOD LTD DELIVERIES PROCEDURE

2.1 SDMP 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 depot deliveries types (where practicable) into one delivery vehicle.

2.2 Deliveries & Collections

- 2.2.1 Drivers will be made aware that all deliveries to the Co-op store will only be permitted from the dedicated delivery area situated adjacent to the south side of the building in close proximity to the external cage storage area delivery door and back of house (to reduce noise).
- 2.2.2 The delivery vehicle will only be permitted to enter and exit the site in a forward gear from Prince Charles Road. The delivery arrangements are shown on the indicative vehicle tracking presented in Appendix SDMP 2.0.
- 2.2.3 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.
- 2.2.4 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. This reduces noise nuisance for local residents. The rigid vehicles also have the benefit of rear-facing cameras to negate the need for a banksman.

2.3 Delivery Programme

2.3.1 The delivery programme for the Co-op is as set out in Table 2A below.

Table 2A Delivery Details and Arrangements

Delivery Type	Source	Max. Vehicle Size	Frequency	Delivery window
Ambient/Fresh/Frozen	Co-op Depot	12.2m Rigid or 13.5m Artic Delivery Vehicles	1-2 per day (each day)	7am-11pm (Store opening hours)
Bread	Supplier		1–2 per day (each day)	
TOTAL RIGIDS			2 – 4 DELIVERIES	
Newspapers & Magazines	Supplier	Transit Sized Van	1 per day	6am-9am (Early AM)
Sandwiches	Supplier		1 per day	
TOTAL VANS			2 DELIVERIES	

2.3.2 There will be a maximum of 6 deliveries per day and these will typically occur during the store opening hours of 7am-11pm. It is envisaged that the largest vehicle to be used will be a 12.2m length (26T) rigid delivery vehicle or a 13.5m articulated delivery vehicle.

2.3.3 The Co-operative logistics team have been briefed of the delivery restrictions and agree to deliver in accordance to these restrictions.

2.3.4 The Co-op's delivery management strategy ensures that regular deliveries are carefully programmed to avoid any conflict between delivery vehicles being used to service the store.

2.3.5 Deliveries will be planned on a schedule to avoid coinciding with other delivery vehicles within sufficient time allocated between newspapers, sandwiches, ambient and fresh/frozen deliveries. Co-operative will be briefed of the short-stay bread deliveries as well as any deliveries to the adjoining food unit, and will accordingly ensure that Co-operative depot deliveries do not coincide. Regional and distribution management will carry out periodic checks to ensure modifications are put in place, as necessary, to resolve any problems.

2.3.6 It is envisaged that Co-op 3rd party supplier and the food unit deliveries will only stop for a very short duration of time.

3.0 THE CO-OPERATIVE FOOD GROUP LTD REFUSE PROCEDURE

3.1 Collection and Recycling

- 3.1.1 All Co-operative food stores have no rubbish collections as all stores now backhaul, i.e. filling the incoming 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 The Co-operative Food has comprehensive policies in place to control the recycling of waste and staff are instructed to maximise the volume of material that can be recycled and minimise the amount of waste which is taken to landfill.
- 3.1.3 Recycling will be collected from the back of house area to the rear where all refuse is stored. 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 such as Euro Recycling and Severnside. These companies are employed by The Co-operative Food under a regional or national agreement.

3.2 Storage

- 3.2.1 The refuse (including recycling) for the Co-operative food store will be located within the back of house so that it can be easily wheeled to the rear of the emptied delivery lorry simultaneously with the unloading of the delivery vehicle. The refuse and recycling is then sorted at the depot where the refuse collections take place.

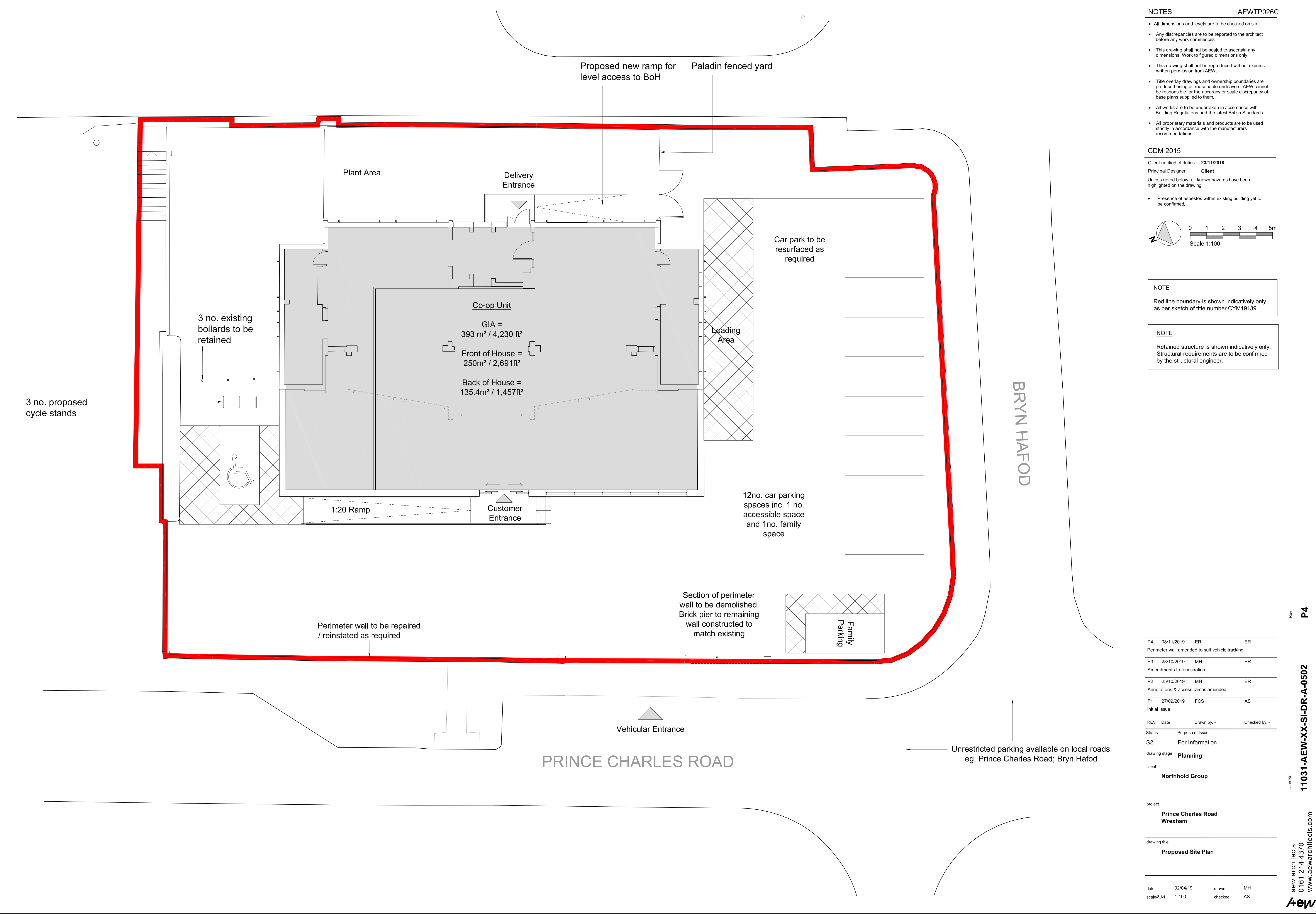
4.0 TRAINING AND MANAGEMENT

- 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 Co-operative Food 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:

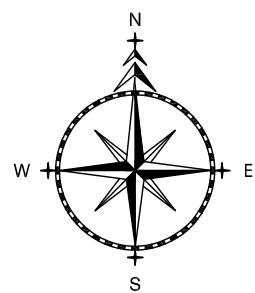
General Requirements

- 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
 - Apply brakes gently
 - Close doors with minimal noise
- 4.3 Local Co-operative store management will undertake a minimum of weekly checks to ensure that this plan is adhered to.
- 4.4 The Co-operative regional management will undertake unannounced checks (in conjunction with their existing schedule of unannounced checks) to ensure that this Management Plan is being adhered to.
- 4.5 Co-operative management will liaise, as necessary, with the relevant Council Officers to ensure the Delivery Management Plan operates in the most effective manner possible.

PERMITTED SITE LAYOUT



VEHICLE TRACKING



ADL
TRAFFIC &
HIGHWAYS

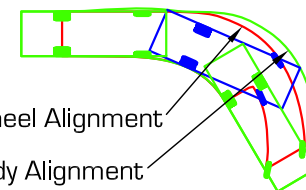
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NOTES

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 2. DO NOT SCALE FROM THIS DRAWING.
 3. BACKGROUND PLAN IS BASED UPON A DIGITAL OSBASE.
 4. ALL DETAILS TO BE CONFIRMED ON SITE AND ON A TOPOGRAPHICAL SURVEY.
 5. ALL TRACKS ASSUME GRADIENTS AND CAMBERS DO NOT EXCEED 1:60 AND 1:40 RESPECTIVELY OTHERWISE VEHICLE MANOEUVRABILITY MAY BE AFFECTED.
 6. ALL LAND OWNERSHIP DETAILS, EXTENT OF ADOPTED HIGHWAY AND RIGHTS OF WAY TO BE CONFIRMED.
 7. ASSUMES ALL LANDSCAPING CAN BE ALTERED AND NO TREES ARE SUBJECT TO TPO.
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AMENDMENTS

REF.	DATE	DESCRIPTION



Wheel Alignment

Body Alignment

ADL Job No.

4275

Project
Prince Charles Road,
Wrexham

Title
Vehicle Tracking for
12.2m [26T] Rigid Delivery Vehicle

Date
04.03.2020

Drawn
ALM

Checked

Date

Approved

Date

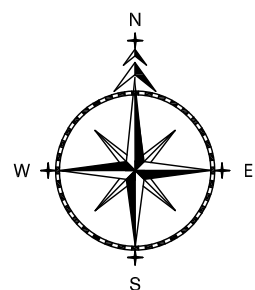
Scale

1:250@A3

Drg No.

4275-07

Rev.



ADL
TRAFFIC &
HIGHWAYS

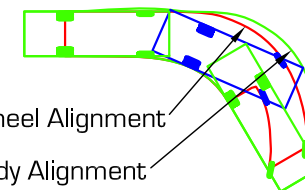
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AMENDMENTS

REF.	DATE	DESCRIPTION



Wheel Alignment

Body Alignment

ADL Job No. 4275

Project
Prince Charles Road,
Wrexham

Title
Vehicle Tracking for
13.5m Artic Delivery Vehicle

Date
04.03.2020

Drawn
ALM

Checked
Date
Approved
Date

Scale
1:250@A3

Drg No.
4275-08

Rev.