

Site Management plan – Key points Prepared 06/01/2017

Vehicle routing

- All vehicles are to exit Lake Lane to the East, turning North only
- All vehicles are to enter Lane from the East, entering from the north only.
- All vehicles to follow the on-way system clockwise around the operating centre, at all times.

Security and key management

- When a vehicle is not in use, the keys must be returned to the correct unique key safe for that vehicle.
- The site will be covered by CCTV cameras at all times, with footage subject to random checks.
- A coded electric gate will control all movements in and out of the operating centre.
- A H&S notice board (including a set of site rules) will be maintained in an obvious and accessible place within the operating centre.

Use of electrical hook-ups

- Facility will be in place for 3x electric hook-ups for refrigerated trailers. These spaces will be clearly demarcated.
- Management processes to be in place at the consolidation centre to ensure any trailers requiring fridge units to be running for a duration of greater than 15 minutes will be relocated from the consolidation centre over to the new operating centre in Lake Lane to be plugged in on electric.

Driver briefings

- Prior to the opening of the new operating centre, all drivers will be issued with an information pack (both in physical format and by e-mail) containing all site rules and guidance.
- An upto date set of site rules will be prominently displayed on the site notice board at the operating centre.
- Site rules and guidance will be added to our 'drivers handbook' and 'staff handbook'.

Other activity & the operating centre

- No vehicle washing will take place at the operating centre
- No routine vehicle maintenance will take place at the operating centre
- All routine maintenance, including washing, will take place at our own off-site workshop, or 3rd party facilities.