

West Offaly Power Station

ESB

Delivery Management Plan

01 November 2018

Notice

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Client signoff

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Table of contents

Chapter	Pages
1. Introduction	4
Aims and Objectives	4
2. Structure of Plan	4
3. Action Plan	6
Routing and Scheduling	6
Haulage Requirements	7
Complaints Procedure	7
Communication Channels	7
4. Monitoring & Review	8

1. Introduction

Aims and Objectives

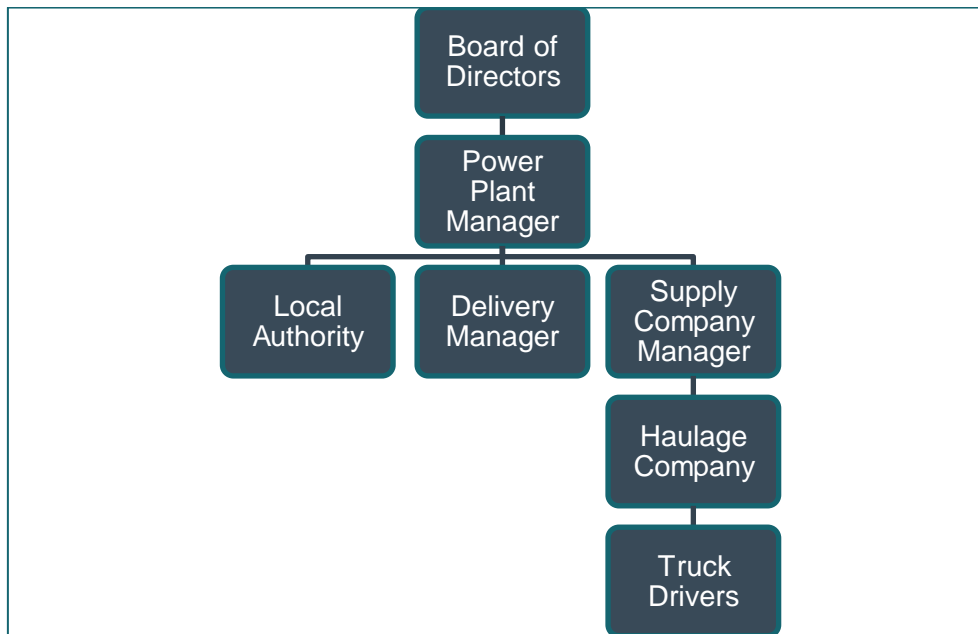
- 1.1. This Delivery Management Plan (DMP) has been designed to manage freight deliveries to West Offaly Power Plant.
- 1.2. The DMP has set out to achieve the following objectives;
 - To manage the impact on the local road network.
 - To spread deliveries throughout the day and monitor the number of deliveries.
 - Reduce environmental impacts such as noise and air pollution associated with delivery vehicles.
 - Promote good driver behaviour amongst those delivering to the development.
- 1.3. This DMP will be incorporated within the contract that is formed between the ESB and its Supplier of fuel (biomass or peat). It will be the responsibility of the Supplier to ensure that its drivers or contract hauliers meet with the requirements set out in this DMP.
- 1.4. The performance of hauliers will be monitored by the Suppliers through contractual Key Performance Indicators (KPIs).

2. Structure of Plan

- 2.1. A Delivery Management Plan structure will be established to implement the DMP. The management and reporting structure for the DMP is key to the successful implementation of the plan.
- 2.2. A number of stakeholders have been identified with regard to the Delivery Management Plan. They are as follows:
 - Board of Directors
 - West Offaly Power Station Manager
 - West Offaly Power Station Delivery Manager
 - Supply Side Manager
 - Local Authority

2.3. The envisaged structure of the delivery management plan is indicated below.

Figure 2-1 Delivery Management Structure



Duties of Delivery Manager

2.4. The overall implementation of the plan will be the responsibility of the Delivery Manager. The duties of the Delivery Manager will include:

- Co-ordinating the activities of other stakeholders.
- Liaising with local authorities in relation to the DMP.
- Reviewing current delivery practises amending them as appropriate.
- Developing and updating the Plan.
- Promoting and distributing the plan to relevant stakeholders.
- Acting as the point of contact for external stakeholders.
- Monitoring relevant indicators and updating the plan as required.
- Reporting relevant impacts of the plan to Senior Management
- Publish annual reports

3. Action Plan

3.1. The implementation of the DMP will be the responsibility of the Delivery Manager. A number of Delivery Management Plan actions have been identified.

Routing and Scheduling

3.2. It will be the duty of the Delivery Manager to schedule deliveries.

3.3. The Delivery Manager will manage routing and scheduling of deliveries. A route preference assessment has been undertaken. This route preference assessment seeks to ensure that freight traffic maximises its use of the motorway network and the national road network while minimising its impact on urban areas, populations and schools.

3.4. This routing preference assessment will be updated by the Delivery Manager on a regular basis and if necessary the routing can be revised. The routings and the anticipated percentage of delivery traffic that will utilise these routes is given below.

3.5. This routing will apply mainly to the traffic from defined sources, such as the ports.

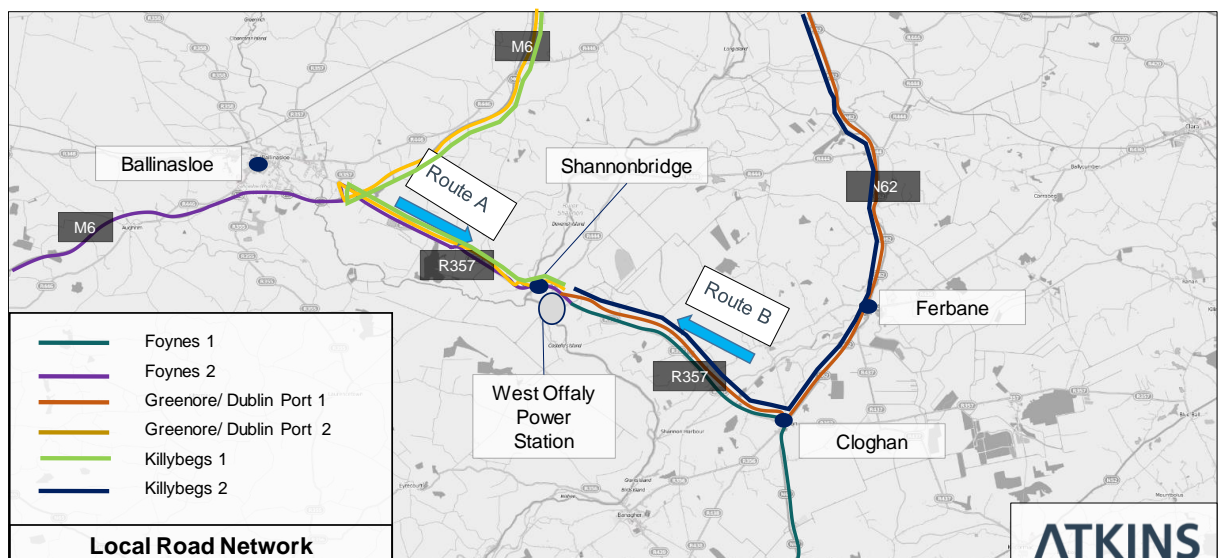


Table 3-1 Heavy Goods Vehicle Route Break Down

	% Break Down (Vehicles Per Day)
Volume HGVs : Route A	80%
Volume HGVs : Route B	20%

Haulage Requirements

- 3.6. Suppliers and Hauliers will comply with all relevant legislation including all Road Traffic Acts and all safety, health and welfare legislation. Suppliers and Hauliers will also comply with any legislation pertaining to driver hours, Driver Certificate in Professional Competence (CPC), Road Worthiness, Trailer Licencing, Speed Limitation Devices, Weight and Dimensions.
- 3.7. Drivers must abide by all site traffic plans and speed limits.

Driver Behaviour

- 3.8. Positive Driver Behaviour will be encouraged to ensure the local road network remains attractive to other users and improve road safety.
- 3.9. Hauliers must drive in a courteous and safe manner at all times. Drivers must be extremely cautious while in the vicinity of schools, built up areas and playgrounds.

Branding of Vehicles

- 3.10. Where feasible, delivery vehicles will be branded to promote good behaviour. Vehicles will have an identification number and a phone number easily visible to other road users. A process will be established whereby other road users may contact the power plant to report on driver behaviour.

Driver Training

- 3.11. Drivers must hold a valid safe pass card and it should be present with the driver at all times.

Driver Code of Conduct

- 3.12. Each Freight company working on the site will be required to achieve a Bronze Standard in TruckSafe or equivalent standard. TruckSafe is a Freight Transport Association Ireland (FTAI) accreditation designed to improve compliance among freight companies.
- 3.13. Bronze Standard ensures that there are systems in place to manage the following:
- Fatigue
 - Roadworthiness
 - Driver Competence
 - Road Traffic Rules
 - Safe and Legal Loads
 - Road Haulage Operator Licence
 - Professional Competence
 - Good Repute
 - Sustainable Operations
 - Contractor and Support Services Management

Complaints Procedure

- 3.14. The Delivery Manager will establish a channel of communication where members of the public may provide feedback or submit complaints regarding delivery vehicles. The Delivery Manager will investigate all complaints with the Supply Side Manager.
- 3.15. The Delivery Manager will commit to responding to comments and complaints within 6 weeks of the submission.
- 3.16. Complaints will be logged, actioned and closed out and a summary of issues and actions reported in the annual report.

Communication Channels

- 3.17. It shall be the duty of the Delivery Manager to ensure that all relevant stakeholders are informed of the DMP. The Power Station will have a website where the Plan can be accessed. As the plan is updated, relevant stakeholders will be informed by the Delivery Manager.

4. Monitoring & Review

4.1. The Plan will be reviewed on an ongoing basis. It will be the responsibility of the Delivery Manager to ensure each aspect of the plan is reviewed.

Driver Behaviour

4.2. Where feasible, driver behaviour will be reviewed and monitored by GPS devices and Tachographs.

4.3. The Supply Chain Manager will issue a report to the Delivery manager every two months on the performance of the haulage companies and drivers employed. This report will contain:

- Road Traffic Incident's
- Results from GPS+ tachographs
- Routing and Speeds

4.4. It will be the responsibility of the Delivery Manager to prepare a report every 6 months reviewing the plan. This report will include the following:

- **Routing** - A breakdown of the routes used and the number of deliveries .
- **Incident Reporting** - A breakdown of the number of incidents that occurred.
- **Complaint Reporting** - Complaints from the public
- **Driver monitoring** – Results from driver monitoring report will be included in this reports.
- **Recommendations** - For any actions

4.5. The report will be issued to the Plant Manager and Board of Directors.

4.6. An annual report will be prepared by the Delivery Manager. This will be published and made available to the general public.

