Delivery and Servicing Plan

Concord Logistics, Wythenshawe

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Prepared for:
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1 Introduction

1.1 Overview

1.1.1 Stantec has been commissioned by Karlin VMH Ltd, c/o Global Mutual to prepare a Delivery and Servicing Plan (DSP) in support of a planning application for the redevelopment of Concord House, located on Concord Business Park.

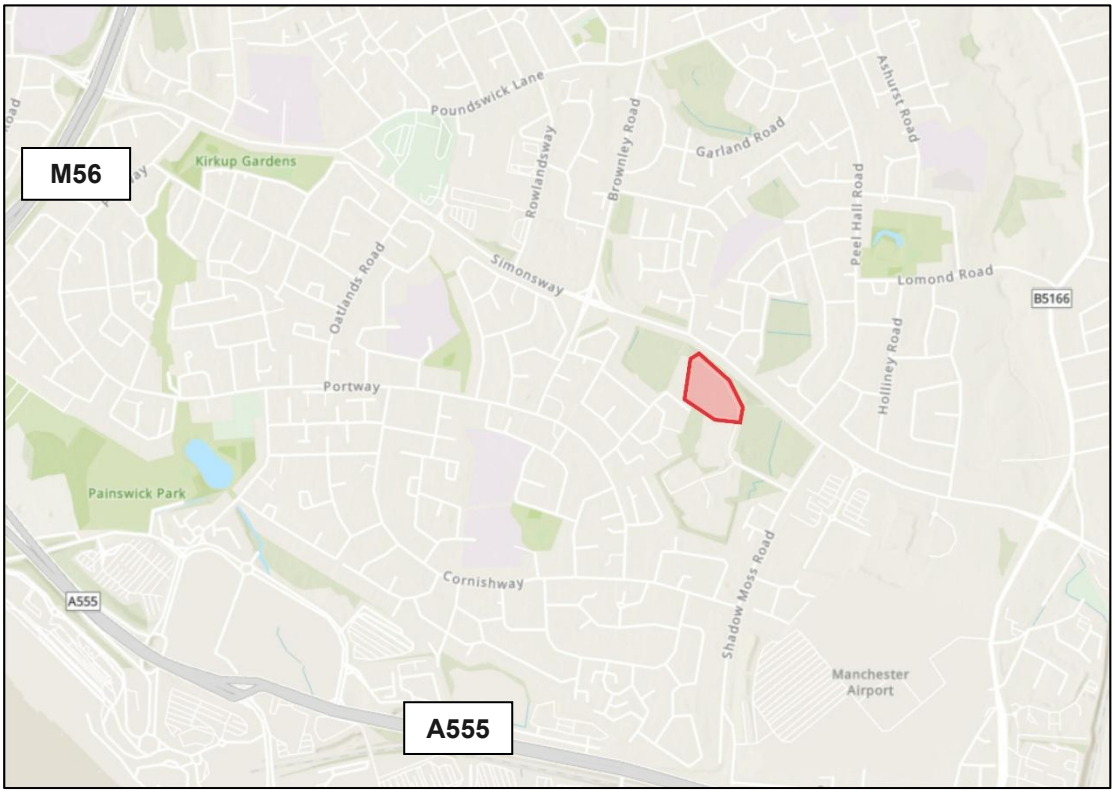
1.1.2 The objective of this DSP is to provide a framework for ensuring that delivery and servicing activity is as effective and efficient as possible. DSPs consist of a range of tools, actions and interventions aimed at reducing and re-timing deliveries, redefining building operations and managing service and delivery vehicle movements and emissions.

1.1.3 This DSP will contain measures to reduce the number and frequency of deliveries taking place at peak times as well as measures to ensure impact on local residents and businesses by deliveries and servicing vehicles is minimised.

1.2 Site Location

1.2.1 The Site is outlined in **Figure 1.1** below.

Figure 1.1: Site Location Plan



1.3 Development Proposals

1.3.1 The development proposals include 11,947 sq. m (128,595 sq. ft – Gross Internal Area (GIA)) of industrial and logistics floorspace, arranged across three two-storey warehouse units. comprising of flexible B2/ B8/ E(g) (iii) use classes. The largest of the units (Unit 3) is located to the south-east of the Site, adjacent to Threapwood Road. Units 1 and 2 are located to the north and south-west of the Site respectively. All of the units are accessed via a single estate road directly from Threapwood Road, with dedicated parking and servicing areas provided for

each unit. The site will feature 106 parking spaces, 102 cycle parking spaces, Level Access and HGV Docks.

1.3.2 Given the speculative nature of the proposals, provision is sought for use in Classes B2/ and or B8/and or Class E (g)(iii) in order to allow flexibility to accommodate a range of potential occupiers. In addition, each of the proposed units will include provision for ancillary office floorspace at mezzanine level, as well as an allowance for ancillary trade counters (which will only be used in connection with a tenant's primary operations).

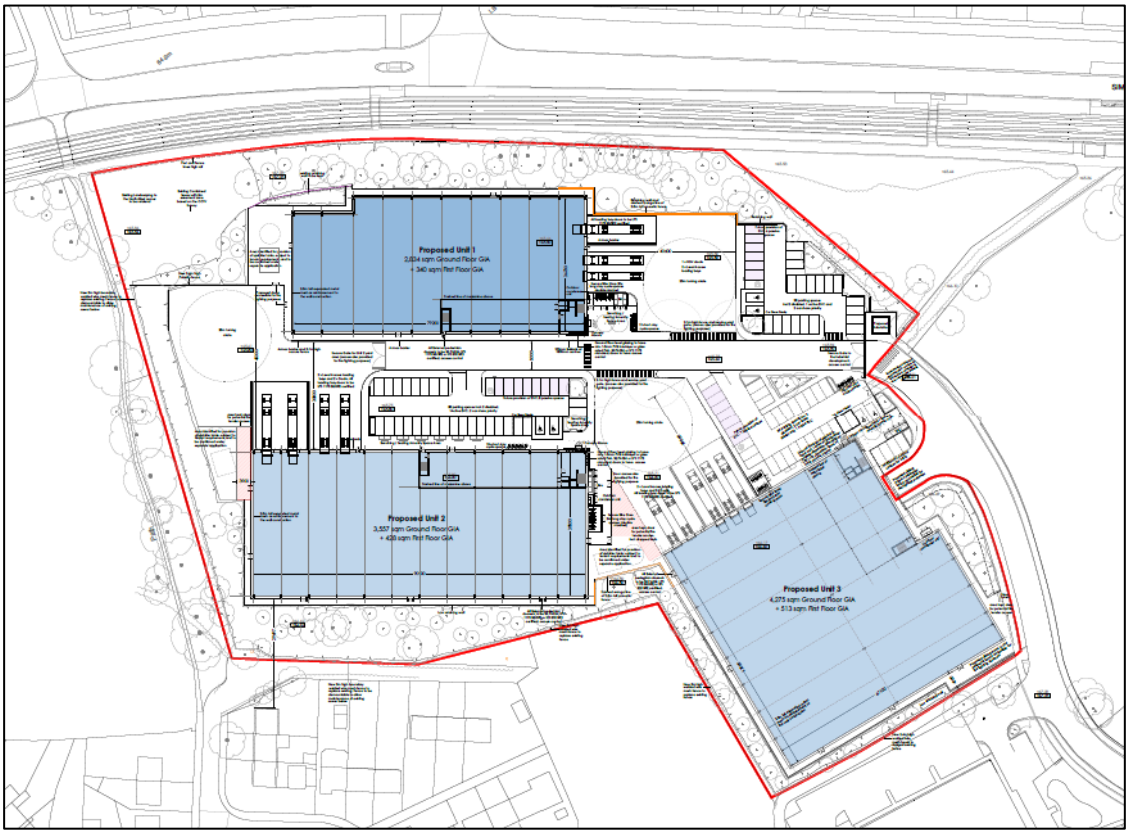
1.3.3 The breakdown of the three units can be seen below in **Table 1.1**:

Table 1.1: Gross Internal Area of Warehouse Units

Unit	Total GIA
1	3,174 sq. m
2	3,984 sq. m
3	4,789 sq. m

1.3.4 See **Figure 1.2** below for the Site plan:

Figure 1.2: Site Plan



1.4 Report Structure

1.4.1 The remainder of this report will cover:

- **Section 2: Policy Context** – A review of relevant planning policies for the delivery and servicing of the development.

- **Section 3: Delivery and Servicing Routing** – A description of the proposed routing of the delivery and servicing vehicles associated with the development

- **Section 4: Objective and Management Measures** – Details of the objectives of the delivery and servicing plan as well as an Action Plan indicating what measures will be untaken to achieve the objectives.

- **Section 5: Enforcement, Monitoring and Review** – A overview of the proposed monitoring and review arrangements for the development as well as

2 Policy Context

2.1.1 This section provides and overview of the relevant delivery and servicing policy guidance that is applicable to the scheme. The following policies have been considered throughout the development scheme and preparation of the Delivery and Servicing Management Plan.

2.2 National Policy and Guidance

BS: 5906 Waste Management in Buildings – Code of Practise (2005)

2.2.1 BS: 5906 is a code of practice for methods of storage, collection, segregation for recycling and recovery, and on-site treatment of waste from residential and non-residential buildings. As a code of practice, this British Standard is the guidance and recommendation, which this development will have regard to.

Designing for Deliveries Guide, Freight Transport Association (2016)

2.2.2 Designing for Deliveries is a guide for planners and engineers to assist in the design of service areas and access roads for commercial vehicles. The document incorporates scaled drawings in the appendices and guidance on how to cater for the largest vehicles that will operate from the site

2.3 Local Policy Guidance

Delivery and Service Planning Toolkit (Transport for Greater Manchester)

2.3.1 TfGM has developed guidance on how to create effective DSPs and this toolkit covers how to Plan, Design, Assess and Implement them.

2.3.2 The guidance states *“DSPs are suitable for any site that receives deliveries and servicing activity, whether it is a public or private, small or large”*. The Action Plan is emphasised as the important part of the DSP as this outlines that measures that will be taken in order to achieve the specific goals.

3 Delivery and Servicing Strategy

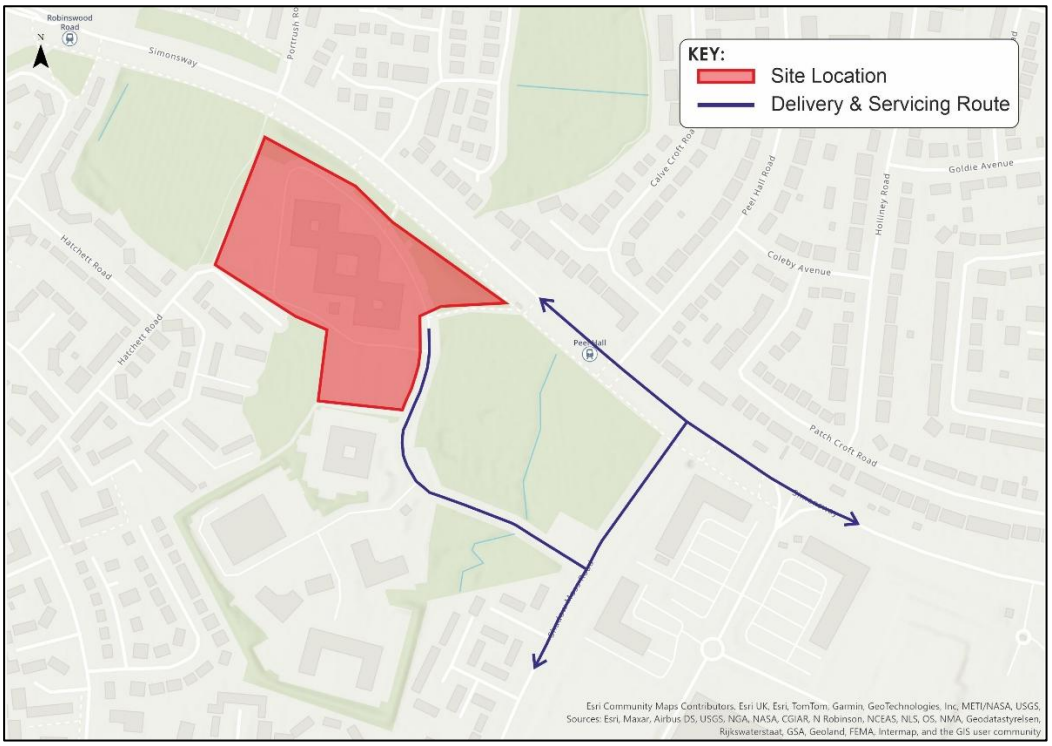
3.1 Vehicle Routing

3.1.1 The exact routing of the delivery and servicing vehicles travelling to and from the Site are unknown at this stage as it will be dependent on the requirements of future occupiers of the building. However, servicing and delivery trip will utilise Threapwood Road before joining Shadowmoss Road and Simonsway which form part of the wider highways network.

3.1.2 The M56 is located within close proximity to the Site and this connects with the wider motorway network, providing links to the M6 and M60 as well as towns and cities across the North West.

3.1.3 The most suitable routing between the M56 and the Site is via the M56 Junction 5. This joins Manchester Airport Relief Road (A555), a dual carriageway to the south of the site, and, using Styal Road and Simonsway, this links to the Site. It is approximately 4.4km from the Site to M56 and this route also avoids residential areas and local roads which may not be suitable for HGVs.

Figure 3.1: Vehicle Routing



3.1.4 The M56 J4 is slightly closer at 2.3km from the Site. However, access is limited with only a northbound entrance and exit provided and this route also passes through residential areas along roads which may not be suitable for HGVs.

3.1.5 Vehicles could also travel south on Shadowmoss Road and Ringway Road when travelling towards the A555 and M56. However, this route also passes through more residential areas on local roads, so, as mentioned previously, this route may not be suitable for all vehicles.

3.2 Trip Generation

3.2.1 The proposed trip generation set out in **Table 3.1** is in line with Section 5.3 of the Transport Assessment which was prepared for the application. This shows the HGV trip generation for both a full B8 and B2 use.

Table 3.1: Delivery and Servicing Trip Generation

Vehicle Type	AM (0800-0900)			PM (1700-1800)		
	In	Out	2-Way	In	Out	2-Way
B2						
HGV	3	1	4	1	2	3
LGV	11	8	19	5	5	10
B8						
HGV	3	3	6	2	2	4
LGV	5	4	9	1	2	3

4 Objectives and Management Measures

4.1 Overview

4.1.1 DSPs developed through the planning process seek to support sustainable development. This DSP has been drafted within the context of Transport for Greater Manchester's (TfGM) Delivery and Servicing Planning Toolkit, and objectives and management measures have been developed from its guidance.

4.2 Objectives

4.2.1 This DSP will therefore seek to achieve the following objectives:

a) Demonstrate that goods and services can be delivered, and waste removed, in a safe, efficient and environmentally friendly way;

b) Improve reliability of deliveries to the Site;

c) Ensure emissions generated as a result of servicing and deliveries are minimised to reduce impact on the local environment; and

d) Reduce the operating costs of delivery and servicing activities.

4.3 Action Plan

4.3.1 The measures and Action Plan are outlined below in **Table 4.1**.

Table 4.1: Measures and Action Plan

Measure	Description	Benefit	Link to Objective	Timescale	Responsibility
Management of the DSP					
Adoption of the DSP	Early commitments from management teams in each unit will be essential to ensure DSP is an active, living document	The involvement of the tenants will mean that more policies can be implemented with better results delivered	All	Prior to occupation of the unit	Landlord and individual tenants
Raising Awareness and Promote DSP Initiatives	Provide site information and promote the DSP to site users, operators and other stakeholders.	To promote the measures and targets of the DSP to a wide audience.	All	Following first occupation of the unit.	Travel Plan Coordinator
Tenant Awareness	Ensure all tenants are made aware of the DSP and its requirements upon entering the tenancy agreement.	To ensure all tenants are aware of the DSP and its likely implications.	All	Prior to the occupation of the tenant units.	Tenant Management Team
Survey of Delivery and Servicing Trips	Conducted a survey to understand the number and nature of delivery and servicing trips over a week	Provide a baseline for the number of deliveries and servicing	All	Within first 6 months of occupation	Tenant Management Team

Measure	Description	Benefit	Link to Objective	Timescale	Responsibility
Delivery and Servicing Operations					
Site Information	Manage servicing/delivery times in line with the capacity to load/unload vehicles and service each unit.	To encourage deliveries to take place outside of peak times, in appropriate locations and by preferred suppliers.	A B D	Prior to and following the occupation of the unit.	Tenant Management Team
Raise awareness of site location and access routes	Provide sat nav routes or printed maps marked with recommended route to Site	Providing recommended routes to the Site will help direct traffic away from residential areas and less suitable roads.	A C	From occupation	Tenant Management Team
Recording of Deliveries into a Monthly Report	To record deliveries daily & weekly, to compile a monthly report of any operational breaches	To track the number of deliveries, with any associated operational breaches, allowing them to be addressed in future.	A B D	From occupation	Tenant Management Team
Co-ordinated Delivery Scheduling System	Deliveries can be scheduled to prevent congestion.	To enable efficient and proper function of the service yard. Also minimises health and safety risks of a congested yard.	A B D	From occupation.	Tenant Management Team
Greener Vehicles	Those with an environmentally conscious vehicle fleet should be preferred when selecting preferred suppliers.	Reduce the greenhouse emissions associated with the Site	C	From occupation.	Tenant Management Team

Measure	Description	Benefit	Link to Objective	Timescale	Responsibility
Overnight Servicing Procedures	Overnight deliveries should disable vehicle reversing alarms, turn off idling engines, turn off headlights while parked	Reduce potential noise and light impacts	A	From occupation	Tenant Management Team
Employee Service Yard Management	Employees will manage the service yard to ensure that no vehicle idling will occur for vehicles waiting within the service yard	For better safety and to reduce emissions from idling vehicles	A B C	From occupation	Tenant Management Team
Reducing Delivery and Servicing Trips					
Use of Local Sources / Suppliers	Encourage tenants to source items locally or from the same supplier.	To reduce the number of delivery vehicles making trips.	A C	Within 1-year of first occupation of the unit or otherwise agreed with TfGM.	Travel Plan Coordinator / Tenants
Consolidating deliveries	Delivery movements can be reduced by consolidating multiple deliveries a week.	This can help to reduce congestion on local roads and in delivery yards.	C D	Within 1-year of first occupation of the unit or otherwise agreed with TfGM.	Tenants

Measure	Description	Benefit	Link to Objective	Timescale	Responsibility
Improved management of maintenance works	If multiple buildings require maintenance, have works be carried out on the same day or out of peak hours	Will reduce the number of service vehicles visiting the site, reducing congestion both on local roads and within the site.	A C	From occupation.	Tenant Management Team

5 Enforcement, Monitoring and Review

5.1 Enforcement

5.1.1 The DSP is enforced as a requirement of the planning application. The tenants management will be responsible for ensuring the DSP is implemented.

5.2 Monitoring

5.2.1 An initial survey will be conducted within the first 6 months of the first unit becoming occupied in order to obtain a baseline for the number of deliveries and servicing trips. From then onwards, surveying will be undertaken annually to measure how the number of trips changes.

5.2.2 The TPC will be responsible for carrying out the baseline and annual surveys and the estate management team will receive the monitoring reports. This will help inform the annual review of the effectiveness and success of the DSP.

5.2.3 TfGM's Delivery and Servicing Planning Toolkit provides an example survey template and this can be seen in **.**

5.3 Review

5.3.1 In order to review the results of the DSP, annual meetings between the tenants of Concord Logistics and the estate management team will be held in order to evaluate and discuss delivery and servicing trips and the success of the measures that have been implemented.

5.3.2 There will also be discussion around new measures that could be implemented in the future and the estate management team can develop an action plan as a result of this.

Appendix A Site Layout

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Rev	Date	Description	Drawn	Ch'd
P01	24.10.25	Initial Issue	AV	AV
P02	30.10.25	Indicative columns, grids and FE doors added	AV	AV
P03	4.11.25	Design Development	AV	AV
P04	6.11.25	Update to Arboricultural Cares Added	AV	AV
P05	6.11.25	Update to bollards and barriers	AV	AV
P06	14.11.25	Design Freeze	AV	AV
P07	21.11.25	Draft Planning Pack Issue	AV	AV
P08	2.12.25	Amendment to provide better access along unit 2 and 3	AV	AV
P09	3.12.25	Draft Planning Pack Issue		
P09	3.12.25	Design Development	AV	AV
P10	8.12.25	Design Development	AV	AV

Schedule of Accommodation

GEA Areas:

Unit 1 Ground Floor	2,975 m²	/ 32,023 ft² GEA
Unit 1 First Floor	381 m²	/ 4,098 ft² GEA
Unit 2 Ground Floor	3,714 m²	/ 39,981 ft² GEA
Unit 2 First Floor	474 m²	/ 5,102 ft² GEA
Unit 3 Ground Floor	4,438 m²	/ 47,772 ft² GEA
Unit 3 First Floor	555 m²	/ 5,973 ft² GEA
Total excl. First Floor Office:	**11,127 m²**	**/ 119,776 ft² GEA**
Total incl. First Floor Office:	**12,537 m²**	**/ 134,949 ft² GEA**

GIA Areas:

Unit 1 Ground Floor	2,834 m²	/ 30,505 ft² GIA
Unit 1 First Floor	340 m²	/ 3,660 ft² GIA
Unit 2 Ground Floor	3,557 m²	/ 38,283 ft² GIA
Unit 2 First Floor	428 m²	/ 4,602 ft² GIA
Unit 3 Ground Floor	4,275 m²	/ 46,019 ft² GIA
Unit 3 First Floor	513 m²	/ 5,526 ft² GIA
Total excl. First Floor Office:	**10,666 m²**	**/ 114,807 ft² GIA**
Total incl. First Floor Office:	**11,947 m²**	**/ 128,595 ft² GIA**

Parking Spaces 105 spaces
(Incl. 6 acc. spaces 6 car share priority, 3 Active EV Charging spaces and 21 Passive EVC spaces)

Cycle Parking 72 long stay spaces
30 short stay spaces

Key:
- Application Boundary
- 2.5m Tall Accoustic Fence
- Car Share Spaces
- Passive EVC spaces provision
- +0.00 Existing Levels
- +0.00 Proposed Levels (indicative, subject to cut & fill)

Note:
Drawn to received information, OS Map and Topographical survey. Proposed levels subject to Civil Engineer's advice. Subject to detailed design, M&P advice, Structural, Engineer's advice, security specialist advice, tracking and fire engineer's advice.

0 5 10 15 20 25m
SCALE 1:500

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Project Title
Concord Logistics

Concord Business Park
Threapwood Road, Wythenshawe
Manchester, M22 0EY

Drawing Title
Proposed Site Plan

Drawn	Checked	Scale @A1	BIM Status	Date
AV	AV	1:500	NA	15.9.2025

Drawing Status	Rev.	THP Project No
PLANNING	P10	21701

Project No.	Originator	Volume	Level	Type	Role	Number
21701	THPL	XX	XX	DR	A	(PL)110

Appendix B DSP Survey Template (TfGM)

Appendix

Delivery and servicing survey template

Delivery and servicing survey template							
Date	Vehicle registration no.	Time in (24h clock)	Time out (24h clock)	Name of supplier /contractor	Parking location (e.g. car park, loading bay etc)	Vehicle type (e.g. bicycle, car, van, HGV etc)	No. of items (boxes, packets etc)
NB - Please ensure all boxes are completed							

Item description or servicing activity undertaken	Delivery / servicing recipient?	Is delivery / servicing urgent? (provide details if urgent	Received by