

APPENDIX D – LITTLEMORE ROAD, COWLEY STORE NOISE MANAGEMENT POLICY

Objective

This noise management policy has been written to inform Co-operative Food employees and supplier delivery employees who deliver to the site of their obligations to this site.

The Co-operative is a responsible retailer and as such we respect and value the considerations of our neighbours.

All deliveries are to be made with the least noise possible and delivery drivers should be mindful of our neighbours at all times.

Any staff or supplier delivery driver found not to be adhering to this policy will be subject to disciplinary action.

Vehicle Movements

- No delivery vehicles to be allowed on site outside of the proposed delivery times, as follows:
 - 07:00- 20:00 hours (on any day of the week);
- Staff vehicles to reverse into their parking positions as expediently as (safely) possible;
- Delivery vehicle radios to be switched off before arriving on site;
- Vehicle horns only to be sounded if required in safety-critical situations;
- Engines and HGV refrigeration units to be shutdown when vehicles are stationary.

Cage Trolleys

- Care to be taken with cage trolleys to avoid additional, unnecessary noise, taking care to avoid sudden movements and impacts etc.

Communication

- Spoken communication between staff/ vehicle delivery to be undertaken at normal vocal effort. Shouting or raised voices are not permitted at any time (unless to warn of a safety-critical situation).

Staff Awareness

- All Co-operative staff at the Littlemore Road, Cowley store to be made aware of this policy and the nature of the site as a noise-sensitive site;
- Awareness of the policy to form part of the induction for new starts;
- All Co-operative and supplier delivery drivers to be made aware of this policy via their own company procedures;
- Signs will be erected within the unloading/delivery areas, to remind all staff of the requirement to adhere to this policy.

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