

SCHEDULE 3

CONTRACTOR'S SERVICE PROPOSALS

METHOD STATEMENT 5

TRANSPORT PLAN

1. Vehicle Movements

1.1 HWRC Sites to Waste Transfer Stations


The Contract Waste from the HWRC Sites will be transported, using an appropriate number of dedicated vehicles with demountable bodies, to the outlying Waste Transfer Stations at Wisbech and Alconbury and (where it is varied into the Project in accordance with Schedule 7 (March Anticipated Change)) March or directly to the Waterbeach Site.

These vehicles will carry the Donarborn logo and incorporate "Working in Partnership with Cambridgeshire County Council".

Each driver of the vehicles will be issued with a hands-free adapted mobile phone.

To the extent consistent with Good Industry Practice, all vehicles will incorporate cameras to assist vehicle with the hook to bin connection.

1.2 Outlying Waste Transfer Stations to the Waterbeach Site

 This will be carried out using an appropriate number of dedicated vehicles.

These vehicles will show the Donarborn logo as described in paragraph 1.1 above.

Each driver of the vehicles will be issued with a hands-free adapted mobile phone.

1.3 Waterbeach Site to Final Destination

Following processing through the MBT Facility, output will be transferred to the Landfill Site in suitable vehicles.

2. Table of Movements

The table below at Table 1 sets out how the Contractor shall transport Contract Waste between the various Sites and the Waterbeach Site.

3. **Proposed Vehicle Liveries**

The Contractor's vehicle livery will continue to be a white cab with green body. All vehicles will carry the Contractor's logo, telephone number, website address and will clearly state "Working in Partnership with Cambridgeshire County Council".

4. **Routes to be Used**

The Contractor's vehicles will follow designated routes when travelling between the Waste Transfer Sites, the HWRC Sites and their final destination at the Waterbeach Site for processing. Wherever reasonably practicable, vehicles will use major roads, travel outside peak hours and avoid residential areas.

5. **Transport Methods**

The Contractor will operate a vehicle fleet which is fully compliant with applicable Legislation and Good Industry Practice.

[REDACTED]

6. **Transport Staffing**

The Contractor's transport staff will be managed from the main Transport Department based at the Waterbeach Site. The transport elements of the Service will be headed by the experienced transport manager. A member of the transport team will hold a Large Goods Vehicle (LGV) licence and a relevant Certificate of Professional Competence (CPC) (National) qualification. The transport manager will manage a team of in-house and sub-contract drivers who will all be fully qualified LGV drivers.

[REDACTED]

The overall responsibility for this Transport Plan will rest with the Contractor's Director responsible for operations.

If temporary drivers are required, the Contractor will source such staff from its preferred supplier list. The preferred supplier list includes only sub-contractors who can provide drivers that are trained to know the different waste types and who are qualified to drive the relevant vehicles used as part of the Service.

7. **Vehicle Replacement Schedule**

Each vehicle in the Contractor's vehicle fleet will be [REDACTED]

[REDACTED] When specifying and purchasing vehicle replacements, the following items will be taken into account by the Contractor:

- Suppliers must be on the preferred supplier list;
- Environmental Impact Assessment;
- "Fit for Use" Assessment;
- Make and model reliability (check Repair & Maintenance and Defect Notification history);
- Driver Comfort; and

- A full demonstration of the vehicle/plant must have taken place as a minimum prior to order [REDACTED]

8. Contingency Arrangements for Vehicle Breakdown

The Contractor shall make provision in its fleet to ensure there are spare vehicles to cover any vehicle breakdowns.

If the vehicle provision becomes exhausted, the Contractor will hire suitably specified and equipped vehicles from suppliers registered on the preferred supplier list.

[REDACTED]

9. Routine Vehicle Maintenance and Servicing Arrangements

Daily vehicle checks, including tyres, lights, indicators, brakes, horn, ancillary equipment operation and cleanliness will be carried out by the drivers. Routine scheduled vehicle maintenance and servicing will be carried out at the workshop facility located at the Waterbeach Site.

This workshop facility complies with a strict regime of service and maintenance [REDACTED]. All drivers will be issued with a defect notification book, which is completed in the event of a defect occurring with their vehicle and on discovering a defect as part of the daily vehicle checks. [REDACTED]

[REDACTED] This system ensures that all vehicle defects are identified and rectified in a timely manner and creates an audit trail for use in the contractors purchasing procedures.

Drivers will carry out daily checks on their vehicles at the start of each day. Any faults will be reported to the workshop straight away, using a defect notification book which records the date, the vehicle, and the speedo reading, and also a description of what the defect is. The driver will sign the defect notification book.

The defect notification book will be handed into the workshop and a qualified technician will check the fault to determine if the vehicle is safe to use on the road or not. If the vehicle is road worthy then the driver can take the vehicle out and the fault will be repaired once the vehicle has returned at the end of the day. If the vehicle is not road worthy then it will be kept in the workshop and reported to the transport team and repaired at the soonest available slot.

[REDACTED]

Each vehicle is allocated [REDACTED]. The driver and a member of the workshop team will carry out the [REDACTED]

[REDACTED]

There is a checklist, which is recognised by the Vehicle and Operator Services Agency (VOSA), which the workshop uses to check each vehicle. There is a box at the bottom of the checking sheet, which is an area where any faults, or problems that have not been identified on the checklist, can be described.

If there are faults requiring immediate attention, the vehicle will be taken into the workshop and this will be reported to the transport team and the vehicle will not be allowed back into service until the fault has been repaired.

If a vehicle breaks down while between Sites on the public highway then the driver shall contact the Contractor's transport office (or the workshop direct if during normal workshop hours) and report the fault with the vehicle.

The transport office will contact the workshop or the workshop if directly contacted by the driver shall liaise with the driver to decide if workshop operatives should attend the breakdown or call in third party recovery contractors. If workshop operatives attend the breakdown and cannot repair the vehicle then third party recovery will be called in.

Both the transport office and the workshop will keep each other informed as to the state of the vehicle so that transport cover can be provided with the minimum amount of disruption to the Service. The transport office will keep the relevant personnel informed of progress.

[REDACTED]

10. **Container Provision at HWRC Sites**

Suitable numbers and types of containers for all types of Waste will be provided.

11. **Provision of Relevant Documentation to the Authority**

[REDACTED] This information will be available for inspection by the Authority as reasonably required.

12. **Induction and Training and Development of Drivers**

All of the Contractor's employees will receive a full induction on the working procedures, health and safety and business culture of the Contractor.

[REDACTED]