

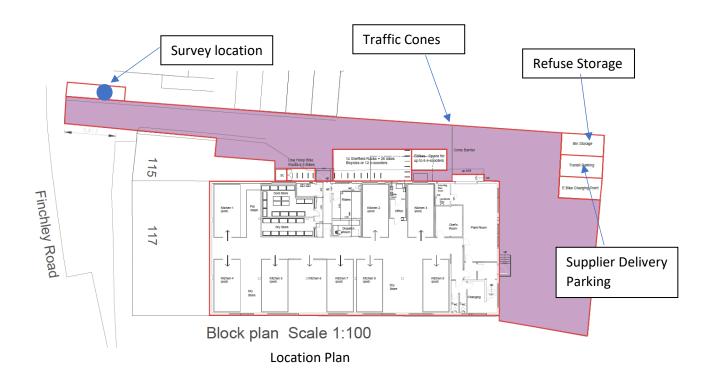
Deliveroo Editions Swiss Cottage – Site Monitoring Proforma

Form 1: Monitoring the implementation of the Operational Management Plan (OMP) on-site

Date: 12th June 2020

Time: 12.30 - 2pm

Names: Rebecca Stevenson



	DELIVEROO RIDER DELIVERIES				
1.	Number of riders entering the site (tally)				
		T. 1.1			
2.	Warrand widows on a constant /hikas on historia.	Total:	NZ	N 1 -	
۷.	Were all riders on e-scooters/bikes or bicycles?	Yes		No	Ш
	If no, please state: How many were not on an e-scooter/bike or bicycle:	90/20 in	favour of cycles		
	now many were not on an e-scooler/blke or bicycle.	00/20 111	lavour of cycles		
	What vehicle they were on:	Predomi	nantly bicycles		
	what vehicle they were on.	riedomi	nantly bicycles		
3.	Were there any incidents of conflicts, such as near	Yes	П	No	\boxtimes
	collisions, with pedestrians when riders		-		_
	entered/exited the site?				
	Please provide full details if so:				
	a)				
	Time of the incident:				
	Location of the incident:				
	Details of what happened:				
	Details of any action taken on site:				
	Details of any action taken on site.				
	Any other comments:				
	,, <i>c</i>				
	b)				
	Time of the incident:				
	Location of the incident:				
	Details of what happened:				
	Details of any action taken on site:				
	Details of any action taken on site.				
	Any other comments:				

c)	
Time of the incident:	
Location of the incident:	
Details of what happened:	
Details of any action taken on site:	
Any other comments:	
d)	
Time of the incident:	
Location of the incident:	
Datails of what hannoned	
Details of what happened:	
Details of any action taken on site:	
Any other comments:	
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e) Time of the incident:	
Time of the incident.	
Location of the incident:	
Details of what happened:	
Details of any action taken on site:	
Any other comments	
Any other comments:	

4.	Was sufficient parking available for all riders	Yes	\boxtimes	No	
	entering the site at all times?				
	If no, please provide details:				
	Time and duration that parking was not available:				
	The number of spaces short:				
	Whether any riders were prevented from entering the site by a Marshal when parking was at full capacity				
	Any other comments?				
5.	Were riders waiting inside the building to collect their order at all times?	Yes		No	\boxtimes
	If no, please provide details Due to covid ridders are v	waiting qui	ietly on foot on the	slip road	
	Time and duration of incident:				
	Number of riders waiting outside:				
	Location of riders:				
	Any other comments:				
6.	Were traffic cones in place to ensure riders do not	Yes		No	
7.	pass the line indicated on the above plan?				
/.	Did any riders park beyond the traffic cones when collecting an order?	Yes		No	\boxtimes
	If yes, please provide details:				
	Time of the incident:				
	How many riders:				
	Location where riders parked:				
	Any action taken by a Marshal:				
	Any other comments:				
8.	Did all riders turn left onto Finchley Road when exiting the site?	Yes	\boxtimes	No	
	If no, please provide details:				
	Time of the incident:				
	How many riders:				

	Any action taken by a Marshal:						
	Any other comments:						
	SUPPLIER DELIVERIES						
1.	Number of supplier vehicles entering the site (tally)						
				To			
2.	Were any supplier deliveries made outside of the hours of 8:00am to 4:00pm?	Yes	\boxtimes	No	\boxtimes	N/A	
	If no, please provide details:						
	Time of incident:						
	Any action taken by a Marshal:						
	Any other comments:						
3.	Did all supplier vehicles access the site in forward	Yes	\boxtimes	No		N/A	
	gear?						
	If no, please provide details:						
	Time of incident:						
	Any action taken by a Marshal:						
	Any other comments:						
	Any other comments:						
4.	Did all supplier vehicles park in the dedicated car	Yes	\square	No		N/A	
٠.	parking space shown on the above plan?	163		110		IN/ A	
	If no, please provide details:						
	Time of incident:						
	Location where vehicle parked:						
	Any action taken by a Marshal:						
	Any other comments:						

5.	If there were more than two suppliers on site at one time, was the second instructed to wait at the rear of the building or in the dedicated loading area on the Finchley Road? If no, please provide details: Time of incident: Any action taken by a Marshal:	Yes	No 🗆	N/A ⊠
	Any other comments:			
6.	Did all supplier vehicles leave the site in forward gear?	Yes 🗵	No 🗆	N/A □
	If no, please provide details:			
	Time of incident:			
	Any action taken by a Marshal:			
	Any other comments:			
	MARSHALS			
	Ware to a manchale in whose at all times?			No 🗆
1.	Were two marshals in place at all times?	Yes 🛚		INO \square
1.	If no, please provide details	Yes 🗵		NO 🗆
1.	-	Yes ⊠		NO L
1.	If no, please provide details	Yes 🗵		NO L
2.	If no, please provide details Time and duration of incident:	Yes 🗵		No 🗵
	If no, please provide details Time and duration of incident: Any other comments:	Yes ⊠	ts to the manager	
	If no, please provide details Time and duration of incident: Any other comments: Did the Marshalls have clipboards at all times?	Yes ⊠	ts to the manager	
	If no, please provide details Time and duration of incident: Any other comments: Did the Marshalls have clipboards at all times? If no, please provide details: they are now using radio	Yes ⊠	ts to the manager	
	If no, please provide details Time and duration of incident: Any other comments: Did the Marshalls have clipboards at all times? If no, please provide details: they are now using radio. Time and duration of the incident:	Yes ⊠ s to report inciden		No 🗵
2.	If no, please provide details Time and duration of incident: Any other comments: Did the Marshalls have clipboards at all times? If no, please provide details: they are now using radio. Time and duration of the incident: Any other comments:	Yes ⊠ s to report inciden		No 🗵
2. 3.	If no, please provide details Time and duration of incident: Any other comments: Did the Marshalls have clipboards at all times? If no, please provide details: they are now using radio. Time and duration of the incident: Any other comments: Is the Marshal positioned at the entrance to the site Refusing access to riders accessing the Site from the stairs to the right of the access slope on Dobson Close and ensuring their order is re-	Yes ⊠ s to report inciden	ollowing at all time	No 🗵
2. 3.	If no, please provide details Time and duration of incident: Any other comments: Did the Marshalls have clipboards at all times? If no, please provide details: they are now using radio. Time and duration of the incident: Any other comments: Is the Marshal positioned at the entrance to the site Refusing access to riders accessing the Site from the stairs to the right of the access slope on Dobson Close and ensuring their order is reassigned	Yes ⊠ s to report inciden	ollowing at all time	No 🗵

(b)	Refusing access to riders who approach the Site in breach of the highway code and ensuring their order is re-assigned		N/A	
	If no, please provide details:			
	Time of incident:			
	Time of incident.			
	Any other comments:			
(c)	Ensuring that riders are directed to the parking area and not obstructing the pavement	Yes 🗵		No 🗆
	If no, please provide details:			
	Time of incident:			
	Any other comments:			
(d)	If applicable, ensuring that only those supplier vehicles that are no larger than 7.5t and 7.2m in length were permitted access to the site	Yes 🗵	No 🗆	N/A □
	If no, please provide details:			
	Time of incident:			
	Any other comments:			
4.	Is the marshal positioned at the parking area carrying	z out the following	a at all times.	
4. (a)	Assisting with rider parking	Yes 🖂	g at all tilles	No. □
(a)		res 🗠		No 🗆
	If no, please provide details: Time of incident:			
	Time of incident:			
	Any other comments:			
(b)	Directing riders inside the building to wait to collect their order	Yes 🛛		No 🗆
	If no, please provide details:			
	Time of incident:			
	Any other comments:			

(c)	If applicable, assisting supplier deliveries to	Yes ⊠	No \square	N/A □
	manoeuvre their vehicles			
	If no, please provide details:			
	Time of incident:			
	Any other comments:			
(d)	If applicable, asking delivery drivers to turn off	Yes □	No 🗆	N/A ⊠
(ω)	their audible reversing alarm	163 🗆	NO 🗆	N/A 🖂
	If no, please provide details:			
	Time of incident:			
	Any other comments:			
	REFUSE STORAGE			
1.	Are the refuse bins stored in the car park space	Yes ⊠		No 🗆
	shown on the above plan?			
	·			
1	NOISE MITIGATION	V \(\sigma\)		No. I
1.	NOISE MITIGATION Are the signs in place at the entrance to the site	Yes ⊠		No 🗆
	NOISE MITIGATION Are the signs in place at the entrance to the site reminding patrons to keep noise to a minimum?			
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	NOISE MITIGATION Are the signs in place at the entrance to the site reminding patrons to keep noise to a minimum? Were there any incidents of raised voices from riders / kitchen staff?			
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Additional pages

Time of the incident:			
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