

Management System

Plan

Construction Phase Health and Safety Plan (CPHSP) – (PEP Part 2)

Appendix F Traffic Management Plan (TMP)

1. Introduction

This plan describes the access / egress arrangements for vehicles and pedestrians onto the Willingdon Secondary School construction / demolition site; the movement of vehicles in and around site and the off-loading of stores and materials.

The plan will be regularly reviewed and revised to allow for the development of the site and the environment. This will be done by the manager with the responsibility for logistics with assistance from the project manager and project safety advisor.

2. Site description

The project comprises of a new build Sports Block to the North Western end of the existing school. The existing ROSLA Block is currently sited in this location and will be demolished to allow the new Sports Block to be located in proximity to the footprint of this. Other works involve the refurbishment and remodelling of existing classrooms within the school. The new build Sports Block will be fully segregated from the existing school and should not directly affect staff, pupils or visitors. It is intended that much of the refurbishment and remodelling works inside the school will be carried out during school holiday periods to lessen the impact on staff, visitors and pupils.

3. Safe workplaces

a. Pedestrians and vehicle separation

Q Are there 'pedestrian only' areas from which vehicles are completely excluded?

A Yes there are segregated pedestrian areas as detailed in the logistics plans.

Q Where are safe designated pedestrian routes to work locations?

A As detailed in the logistics plans.

Q Will vehicles only areas, especially where space is limited or traffic is heavy be provided?

A As detailed in the logistics plans.

Q Where are safe vehicle routes around site?

A As detailed in the logistics plans.

b. Loading / off loading and storage areas

Q How will vehicle movements, unnecessary deliveries and double-handling of materials be avoided on site?

A MS site management will be notified of deliveries in advance and at the Start of Shift Briefing (SOS) the gateman will be notified of intended delivery locations. This will enable deliveries to be efficiently dealt with on site minimising unnecessary vehicle movements on site. Deliveries will be co-ordinated in line with the programme requirements and procurement schedule and planned and sequenced carefully in advance. Storage areas will be clearly identified to prevent double-handling of materials.

Q How will loading and unloading vehicles be controlled?

A The gateman will take the lead in the banking of vehicles on and off site, controlling pedestrian movements near the site entrance and gates if required. The gateman will notify the subcontractor of the delivery arrival and aid in unloading if required.

c. Public protection

Q What precautions will be taken to prevent vehicle operations endangering the public?

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A The gateman will ultimately be responsible for vehicles entering and leaving site. It will be ensured that he is in possession of an up to date vehicle banksman training card/certificate. Toolbox talks will be given as and when necessary.

Q What areas have been identified as vulnerable to vehicle operations, eg schools, hospitals, occupied housing sites?

A The works are on an existing school site and adjacent to a residential area. These have been considered and assessed in the Project Delivery Plan.

d. Information

Q What information will be provided to drivers and pedestrians prior to entering site?

A Project specific Delivery Plan and a Green Travel Plan will be issued in advance to the supply chain. Information to pedestrians will be via visual site signage and the gateman verbally advising pedestrians prior to or on entry to the site.

Q How will changes to site traffic routes be communicated to site workers and visiting drivers?

A Changes in routes will be communicated to the workforce at large during the SOS briefing. Drivers will be notified via the driver induction form and gateman verbally issuing instructions.

4. Safe vehicles

a. Vehicle selection

Q Are there any limitations on the site which might impact on vehicle and selection?

A Delivery vehicles must be suitable for the materials being delivered. Large deliveries should be planned in advance of the delivery date. Delivery times will be selected to avoid peak morning and afternoon times associated with school.

b. Vehicle inspection and maintenance

Q What planned vehicle inspection and maintenance programme has been established?

A Generally this will be by subcontractors and suppliers. Weekly plant inspections will be carried out and recorded on site.

Q How are vehicle faults / defects reported and closed out?

A Visual inspections by supervisors, operatives and management, thorough weekly inspections and regular maintenance checks.

5. Safe driving and working practices

a. Reversing

Q What control measures are in place for reversing operations eg one way traffic routes, designated turning areas, reduce vehicle movements, visibility?

A Due to the one entry point on site and the layout of the project it is impossible to introduce a one-way system, however it is anticipated that a turning circle will be provided for vehicles to turn around before leaving site.

b. Loads

Q How will loading / unloading of vehicles on level ground be achieved?

A Unloading of materials is anticipated to be carried out in various ways that will depend on the size of delivery. Unloading by hand (very minor deliveries), unloading by HIAB, unloading by telehandler and unloading by crane should be expected through different phases of the project.

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c. Drivers / operator

Q What competence levels and accreditation are required as a minimum standard for all drivers / operators and how will this be controlled?

A The minimum standard required for all drivers is competency, holding the correct valid licences and authorisation to drive/operate their associated vehicles. Operators must be competent and hold the relevant accreditation. Full UK drivers licence is required and CPSC for HIAB & Moffett.

d. Signallers

Q What safe systems of work has been implemented to prevent signallers from being struck by vehicles?

A All signallers will be fully trained and competent. Pedestrian routes will be provided.

Q How will signallers be identified on site and communicate with drivers?

A Signallers will be identified by an orange h-vis vest/jacket. The signaller will invariably be the MS nominated gateman to will meet any delivery at the gate.

e. Safe working practices for specific vehicle

Q What safe working practices are required for specific vehicles?

A All deliveries will be notified in advance of arrival on site.

A All drivers to stop and report to the site gateman to sign in and wait to be directed.

A Drivers to keep to the site speed limit which is 5mph.

A Once on site, delivery vehicles will activate orange hazard lights.

A Whilst stationary, engines must be switched off to avoid unnecessary air/noise pollution.

A Vehicles MUST NOT reverse without a banksman in attendance.

A Drivers must wear full PPE when leaving the cab.

A Personnel must not stand on the back of open vehicles without edge protection.

A All loose loads to be sheeted prior to leaving site.

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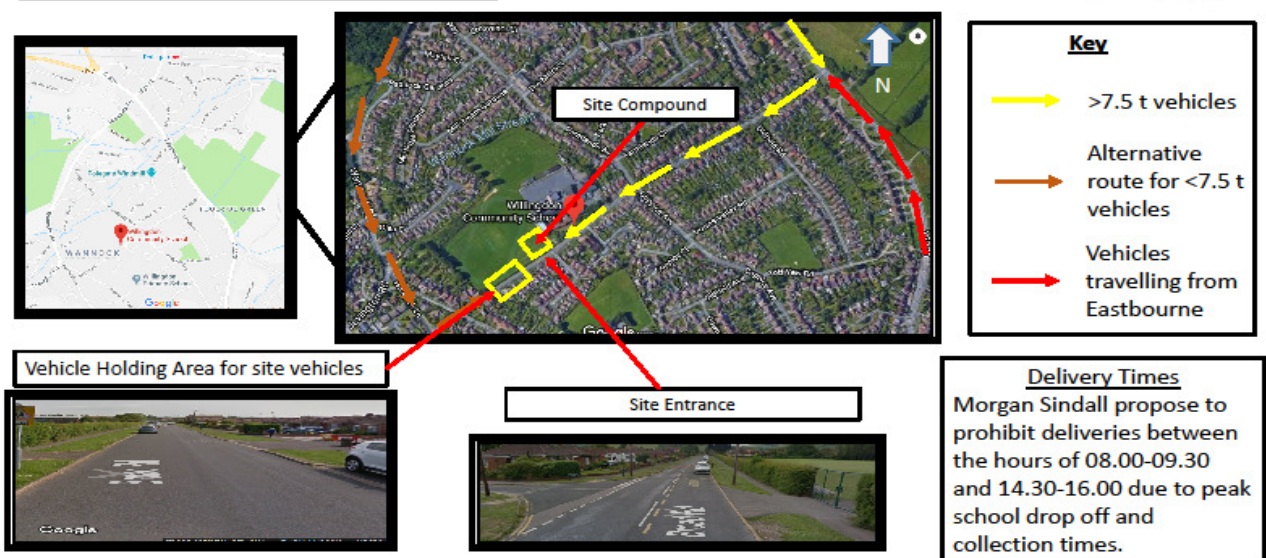
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Site layout plan

A site layout plan marked up with traffic routes and key installations is produced and displayed. It is regularly reviewed and forms part of the induction process. The layout will be well presented and easily understood by any persons. If necessary the information below maybe depicted on more than one layout.

Delivery Travel Plan for Willingdon Community School Eastbourne BN20 9QX



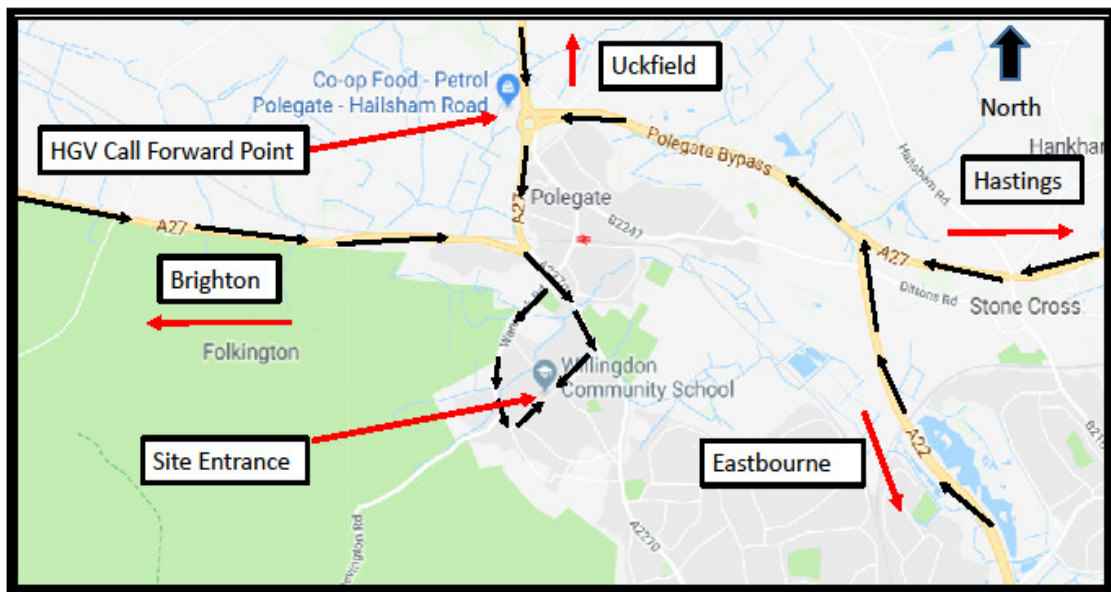
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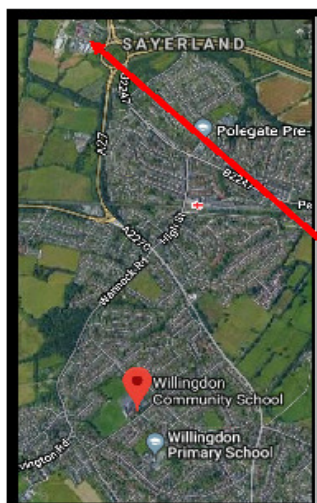
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Delivery Travel Plan HGV Call Forward Point
Willingdon Community School
Eastbourne BN20 9QX



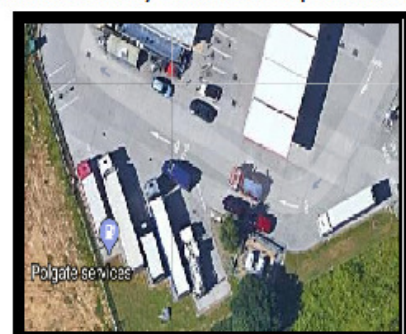
Delivery Travel Plan for Call Forward System of >7.5t Vehicles.
Willingdon Community School
Eastbourne BN20 9QX



Morgan Sindall intend to use a call forward system for vehicles larger than 7.5t. The holding point will be at Polegate Services, where there are HGV bays. This is located 1.7 miles from site.

The benefits of this system are two-fold;

1. Alleviate any potential HGV congestion around the site entrance and roads surrounding the site.
2. It will ensure no HGV vehicles will be in the vicinity of the site at peak time.



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6. Managing construction transport – duty holders

- Q What duty holders have been appointed to assist in traffic management on and off site?
 A Subcontract specific traffic Marshalls, Site Gateman.

7. Risk assessment

Summary of control measures to ensure safe site traffic routes should include:

	Vehicle routes	Pedestrian routes
Site entrance	Adequate sight lines, signs, maps, security and vehicle management procedures.	Separate entrance point, signs, and instructions.
Parking areas	Separate site vehicle, delivery and worker parking areas. Provide temporary lorry parking / holding area by the site entrance to manage deliveries and allow vehicles to turn away from site if not allowed to enter site.	Provide safe pedestrian routes from parking areas to offices, welfare facilities and workplaces. Provide clear signs and instructions to workers.
Office and welfare facilities	Locate offices and welfare facilities and other areas of frequent pedestrian activity away from primary site traffic routes. Provide signs and pedestrians and vehicle control measures where vehicle routes cross pedestrian routes.	Provide safe pedestrian routes from parking areas to workplaces. Provide clear signs and instructions to pedestrians.
Primary traffic routes	Primary traffic routes should allow the safe passage of site and delivery vehicles away from pedestrian routes. Establish one way systems where possible.	Establish primary pedestrian routes which provide safe access to work areas, away from main vehicle routes where reasonably practicable. Provide physical protection where pedestrians are at risk of being struck by vehicles or their loads. Establish crossing points and pedestrian control measures where necessary.
Secondary traffic routes	Define safe routes for all vehicle operations on site.	Provide protected pedestrian routes in areas where vehicles regularly pass.
Storage areas	Locate storage and loading areas away from areas of frequent pedestrian activity.	Provide separate pedestrian access, clear signs and instructions to workers.
Vehicle facilities	Locate vehicle washing areas, sheeting gantries and weigh bridges off primary vehicle routes.	Provide safe pedestrian access across vehicle routes to all places of work.

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Driver / operator rules

12 essential rules to safe use of vehicles

Zero tolerance – your licence to work

1. Used designated turning areas
2. Do not reverse unless absolutely necessary and then only with the assistance of a competent signaller
3. Use visibility devices when manoeuvring e.g. CCTV, mirrors
4. Ensure safe systems of work are followed
 - Use designated reversing areas
 - Fit and use radar proximity devices
 - Maintain communication and visibility with signallers during reversing operations
5. Use warning lights and alarms when reversing
6. Ensure site speed limit is maintained
7. Load and unload vehicles on level ground in areas away from passing traffic, pedestrians and overhead hazards
8. Only operate vehicles if you are competent and authorised to drive them
9. Carry out all daily checks on your vehicle and report defects immediately to your supervisor
10. Follow site procedures and comply with site rules
11. Do not allow passengers to ride on vehicles unless safe seating is provided
12. Ensure loads are safe and secure to transport.

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Hazard identification and control measures

Key hazard identified	Significant risk and who may be harmed	Control measures
Restricted site access	Striking pedestrians and operatives.	Establishment of segregated vehicle and pedestrian route onto and off the site. Refer to appendix A.
Restricted road and pedestrian access around the site	Striking site personnel and temporary / permanent structures.	Establishment of segregated vehicle and pedestrian routes around the site. Refer to appendix A Establish warning signs.
Site visitors	Being struck by vehicles.	Establishment of segregated vehicle and pedestrian routes around the site Refer to appendix A. Visitors must wear high visibility garments whilst out on site. All visitors must be accompanied at all times.
Steep gradients	Overturning vehicles – driver/personnel injury.	Select appropriate vehicles for site conditions. Keep gradients to a minimum.
Vehicles reversing in confined areas	Striking site personnel and other vehicles.	Where possible provide one way route through the site to eliminate reversing. Vehicles must have visual warning light on at all times. Vehicles must have audible alarm warning when reversing. Trained banksman must be in attendance.
Vehicles being unloaded adjacent to the site gates	Injury to passing pedestrians.	Temporary road barriers must be erected when gates are left open. Banksman to be in attendance.
Site personnel	Site personnel being struck by vehicles.	Establishment of segregated vehicle and pedestrian routes around the site Refer to appendix A. Pedestrian routes must be identified by blue netting and signage etc. Operatives must wear high visibility garments whilst out on site. All site personnel must undergo a site safety induction before starting on site, which will cover vehicle segregation and site rules.
Vehicles entering and leaving site	Striking pedestrians, site personnel and other vehicles.	Security to control and monitor incoming and outgoing vehicles. All vehicles to be controlled by trained and competent banksmen. Vehicles cross over's to be constructed at all gates. Site hoarding erected around the exposed sections of the project to deny access to the general public.
Vehicles picking up mud on wheels	Leaving mud on the highways causing road traffic accidents and accidents to pedestrians.	Outgoing site vehicles must enter the wheel wash before leaving site. Excessive mud on wheels to be removed by jet wash. Drivers to check wheels for excessive mud before leaving site. Road Sweepers where applicable

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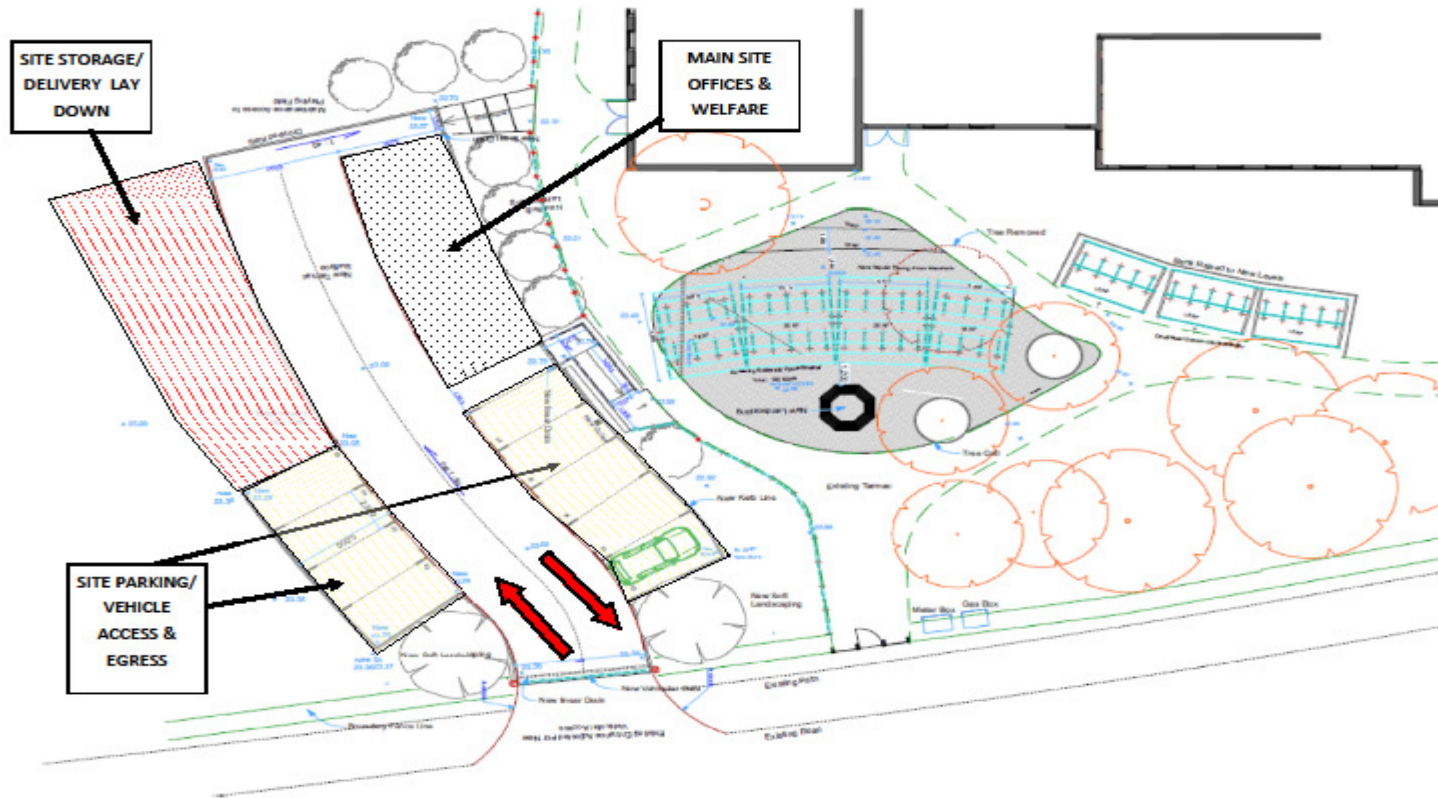
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Vertical edges	Falling of vehicles and vehicle loads. Injury to site personnel	Road barriers must be installed to vertical edge. Timber baulks to be positioned at least 1m back from edge. Earth berms. Controlled speed limit.
Concrete pumps overturning	Injury to pedestrians and site personnel	Ensure all outriggers are positioned correctly.
Obstructions and services	Overturning of vehicles. Damage to installed structure.	Highlight obstructions and services.
Noise and vibration and emissions	Effects on site personnel and pedestrians.	Vehicles to be regularly inspected and maintained.
Drivers lacking competence	Out of control vehicles. Striking site personnel and damage to structures	All site drivers to have a current certificate of training achievement and to be competent. Drivers to receive adequate supervision and monitoring.
Vehicle arrival and departure	Site congestion. Striking site personnel and pedestrians. Causing road traffic accidents. Vehicle drivers being struck by another vehicle or load.	Security to control and monitor incoming and outgoing vehicles. Drivers must wear mandatory PPE when out on site. All drivers to be issued with drivers rules. Refer appendix B.
Key hazard identified	Significant risk and who may be harmed.	Control measures.
Speeding vehicles	Striking pedestrians and other vehicles.	All vehicles to observe the site speed limits. All drivers to be issued with drivers rules. Refer appendix B. Speed humps installed where necessary.
Loading and unloading of vehicles	Striking site personnel.	All loads to be unloaded under the supervision of a trained and competent banksman.
Disruption to the local traffic and highways	Causing congestion and possible road traffic accidents.	Vehicles to use the designated approach roads.
Non site vehicles entering the site	Striking pedestrians, site personnel and other vehicles.	Security to monitor incoming and outgoing vehicles. Signs to be displayed on approach to site roads.

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WILLINGDON SECONDARY SCHOOL—SITE PROPOSED SITE LAYOUT



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