WOODHART
CONSTRUCTION

Construction Traffic Management Plan

Project:	Adur & Worthing Garages
Site Address:	Wilmot Road Shoreham-By-Sea West Sussex BN43 6BN
Date:	27th January 2023

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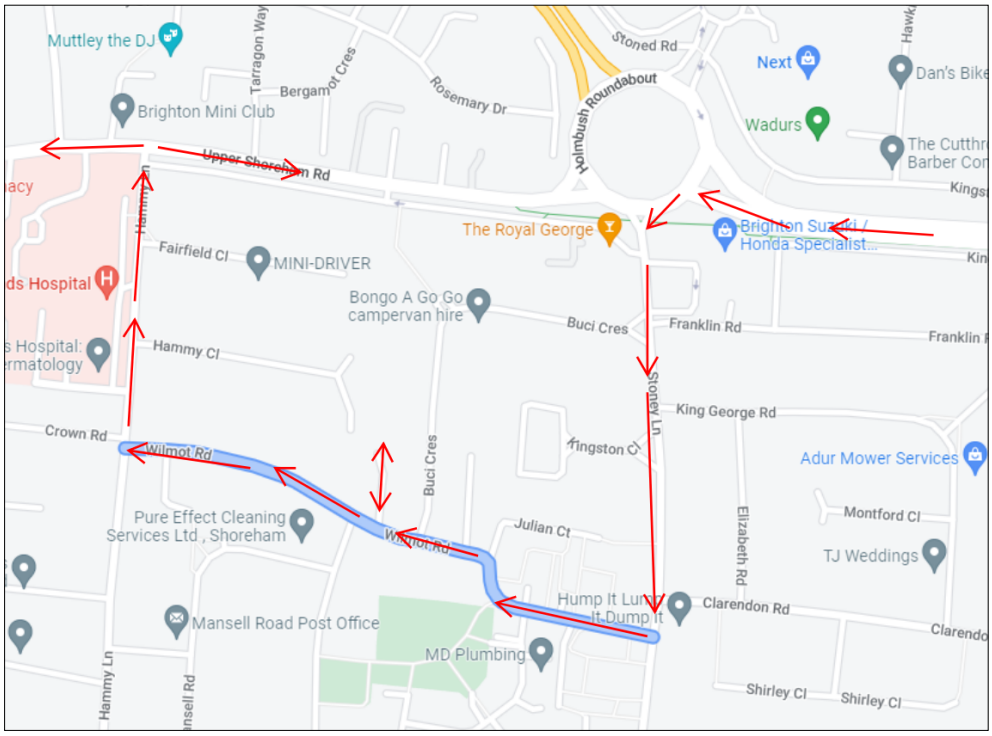
Document Version

Date	Revision	Prepared By	Checked By	Comments
27.01.2023	01	Justin Smith		Initial Document

Plan Development

This document must be read in conjunction with site specific documentation and company procedures including, but not limited to, the health and safety policy, construction phase plan (where applicable), risk assessments, method statements and permits to work.
The purpose of this plan is to detail specific arrangements and responsibilities in place relating to site traffic management, and to managing the risks associated with vehicular and pedestrian traffic on site.
This document will be clearly displayed and made available to all persons working on / visiting sites under the control of the business.



Traffic is to approach the site in a Southbound direction down Stoney Lane and proceed into Wilmott Road. All exiting traffic must turn right out of site and turn up Kingston Lane onto Upper Shoreham Road. This will ensure that works traffic flows only in one direction reducing the potential for site traffic blocking roads and maintaining free running local streets.

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Introduction

The Traffic Management Plan

The purpose of this construction traffic management plan is to organise site activities so that vehicle traffic and pedestrian traffic can be segregated to minimise the risk from vehicles, and so that traffic routes can be used safely.
On average, each year, about 7 workers die as a result of accidents involving vehicles or mobile plant on construction sites. A further 93 are seriously injured. The risks from construction site traffic can be controlled through the organisation and management of traffic on site.
The term vehicles include: cars, vans, lorries, delivery vehicles, low-loaders and mobile plant such as excavators, lift trucks and site dumpers etc.
The term pedestrians include: operatives, workers, management, consultants, visitors and any other person accessing the site on foot.
This construction site traffic management plan outlines the management of the movements of vehicles and pedestrians on site and interaction with adjacent land use. It does not cover the present permanent traffic situation and conditions surrounding the site.
Key issues in dealing with traffic management on site and that will be addressed within this traffic management plan are:

1. Pedestrian and vehicle separation
2. Minimising vehicle movements
3. People on site
4. Loading and storage areas
5. Turning vehicles
6. Visibility
7. Signs and instructions
8. Public protection

Aims and Objectives

The purpose and aims of this plan are:

1. To identify the traffic related hazards and risks present on site.
2. To effectively manage the risk from construction site traffic through implementing control measures.
3. To communicate the construction site traffic management procedures to all site operatives, visitors and other interested parties.
4. To raise awareness of the risks identified and controls in place.
5. To eliminate traffic related accidents on site.

This document aims to provide a suitable site-specific plan for managing the risks of construction site traffic. The business has duty to ensure the safe management of pedestrian and vehicle movements on site.

Responsibilities

The general duties of the contractor in respect of traffic management are:

- Ensuring adequate planning of the work including traffic management arrangements on site
- Ensuring subcontractors make adequate provision for the selection and supervision of drivers and for vehicle safety
- Setting standards for driver competence, vehicle safety and maintenance, and ensuring control of authorised drivers
- Ensuring co-ordination and co-operation between different
- subcontractors Co-ordinating the views of workforce representatives
- Ensuring all workers receive information, instruction and training in traffic management arrangements and site rules
- Monitoring the implementation of traffic management arrangements on site
- Reviewing the implementation of traffic management arrangements on site

The Site Manager

The site manager shall:

- Ensure measures such as the use of pedestrian barriers, stop blocks, one way systems where possible, segregation of routes, signage, etc are implemented as required within the construction site in accordance with this document.
- Ensure a suitable briefing on traffic management requirements is included in the site induction for new starters and communicated in the form of a toolbox talk to existing workers in accordance with the arrangements in this document.
- Ensure suitable steps are taken to co-ordinate traffic movements in the construction area by involving subcontractor supervisors in regular reviews of planned work activities, including deliveries, on a weekly basis in accordance with the arrangements in this document.
- Ensure suitable steps are taken to co-ordinate traffic movements of adjacent sites, client occupied areas or other access requirements, in regular reviews of planned activities, in accordance with the arrangements in this document.
- Investigate, take appropriate action and respond to reports from workers on deficiencies and faults in the implementation of the traffic management arrangements in accordance with this document.
- The Site Manager may delegate particular elements of the requirements of the traffic management plan to other competent members of the site management team as required to ensure the requirements are met in an effective and efficient manner.

Staff and Subcontractors

Subcontractors using construction vehicles shall ensure that the work involving the use of construction vehicles is planned and detailed in method statements and risk assessments taking account of the requirements of this document.
Workers in the construction area shall adhere to the site rules and the instruction provided through the site induction and/or toolbox talk for traffic management arrangements. Workers shall report any deficiencies or faults in the arrangements for traffic management to the Site Manager using the site near miss reporting system.

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Traffic Management Risk Register

Hazard	Risk	Control Measures
Pedestrians and vehicles interface	Pedestrians struck by vehicles	Separate vehicle and pedestrian access routes to be established where practicable. Pedestrians to wear high visibility clothing (jacket or vest minimum) at all times on site. Audible and visual alarms to be in working order on vehicles. Signage to be displayed on site directing vehicles and pedestrians.
Deliveries	Collision / conflict with other work activities or site operations	Clear instructions to be given for delivery drivers when placing orders / arranging deliveries. Site Manager contact details to be displayed at main site entrance for contact on arrival. All delivery vehicles to be directed to site office on arrival and banksman notified where access onto site required.
Access equipment	Struck by vehicles / overturning	Access equipment positioned in areas at risk from being struck by vehicles, including other mobile access equipment, to be segregated from vehicle routes with barriers. Mobile access equipment to be accompanied by a banksman on site roads when moving around site.
Excavations by walkways	Falls from height	Excavations to be provided with solid pedestrian barriers/fences a minimum of 300mm from edge of excavation. Barriers are to be distinctively marked with warning signs.
Vehicles reversing and/or manoeuvring	Collision with pedestrians / structures	All reversing and/or turning vehicles (delivery vehicles and construction plant) to be accompanied by banksman.
Vehicles awaiting offloading to site	Collision with pedestrians/ vehicles	All vehicles, where possible are to be brought straight on to site under the direction of a banksman. Vehicles to be parked away form road junctions so as not to cause visual impairment to road users entering/ exiting Tongdean Road.

Hazard	Risk	Control Measures
Poor maintenance of vehicles	Failure of built-in controls	All plant to be maintained and examined in accordance with manufacturer's instructions. Where plant is obtained on hire obtain copies of certificates from the hire company. All construction vehicles to be provided with suitable audible and visual indications of movement. Controls, lights and warning systems to be checked before first use each shift.
Lack of competence	Human error due to lack of awareness	Confirm the competence of drivers for the particular vehicles to be used. Instruction given through inductions, on site safety briefings, signage and regular tool box talks. A banksman will be used if the driver's vision is restricted or when operating in a congested area. The carrying of passengers is prohibited.
Congestion	Collision of vehicles / Excessive manoeuvring	Schedule of planned deliveries to be maintained and deliveries planned in advance to avoid conflict with other site operations or adjacent land uses.
Unauthorised use	Misuse of plant	The ignition key will be removed whenever machine is left unattended and if left on site overnight all plant will be immobilised.
Noise	Hearing damage	Figures for noise levels will be obtained from the hire company and where these are above 80dB(A) ear protectors will be worn.
Vibration	Whole-body vibration syndrome	Plant should be fitted with 'suspension' seats to reduce effects of whole-body vibration. Drivers do not drive plant for prolonged periods to minimise risk of whole-body vibration.

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Procedures

Deliveries

Deliveries will be timed to avoid the busiest rush hour periods whenever practicable; this is more apparent during rush hour and school pick up/ drop off times. During the peak travel times Wilmott Road has the potential to become busy, primarily due to its direct through to Shoreham Academy. Consideration will be given to adjacent land uses and any shared access requirements and planned deliveries communicated and coordinated with any persons directly affected.
Mitigation measures will be taken to ensure that the any impacts from deliveries are minimised. This will involve principles such as instructing delivery lorries to be parked off site and called to site when access is clear to allow a quick off load; limiting vehicle delivery size to those more suited to a residential environment; ensuring delivery vehicles do not leave engines running unnecessarily; ensuring clear delivery times are transmitted at point of order.

On Site / Off Site Interface

Wheel wash facilities will be provided when necessary to minimise the spread of material from the site and the risk of road contamination.
These steps will ensure that material will not be transferred to the public highway. Dust suppression measures will be implemented in site to minimise the risk of dust spread.

Pedestrians

Traffic routes will be established to minimise the interface between vehicles and pedestrians. The site entrance will be separate for vehicles and pedestrians where possible, or where this is not possible and pedestrian and vehicle access cannot be adequately segregated, priority will be given to pedestrians and a banksman will coordinate all vehicle entry and egress from site. Pedestrian barriers will be erected at the site access to control the interface between members of the public and site traffic. A crossing point for pedestrians over the site access will be established and clearly demarcated and signed. The site manager will ensure that pedestrian and vehicle interface is safely controlled.

Control of Construction Vehicles

Vehicular access routes will be established on site, and as far as reasonably practicable these will be away from pedestrian routes, uneven ground, excavations and structures. A one-way system will be implemented where possible to avoid the need to turning or reversing on site. All turning or reversing will be accompanied by a competent banksman.
Records shall be kept on site for all construction vehicles accessing the site, and shall include the following:

1. Make, model and serial number
2. Records of inspection of work equipment including a written weekly check of the operation of the equipment confirming adequacy of safety devices such as emergency stops, audible and visual alarms, controls, guards etc.

3. Records of thorough examination of lifting equipment including dates of last and next examination.
4. Plant operator's certification and training records.
5. A register of authorised users of each designated piece of construction plant.

Subcontractors shall also make the above information available on site and will be stored at the site office.
Unused construction plant is stored away from work areas and designated traffic routes in agreement with the site manager and construction plant will be promptly removed from site on completion of use.
All requirements for additional plant will be discussed with the site manager in advance, prior to delivery to site.

Communication of Information

The traffic management will form part of the site induction, and a tool box talk will be delivered within the early stages of the project as a further reminder of the hazard of construction site traffic and the site-specific controls in place to reduce the risks on site.
Traffic management arrangements will be discussed during daily briefings to include planned deliveries and any restrictions or changes due to developing site conditions or short-term activities.
Consultation and an open-door policy will be implemented on site to gain worker involvement and understanding in traffic management arrangements.

Reporting

Everyone on site has a duty to contribute to site safety, and will be requested to report any near misses or dangerous situations, including that involving traffic management on site.
The near miss reporting system will be used to assess any deficiencies in the traffic management arrangements, and remedial action will be taken as necessary.

Subcontractors

All subcontractors will be inducted and provided with information on the traffic management procedures in place.
All subcontractors will be required to submit details of planned deliveries and to comply with the contents of this traffic management plan. Sub-contractor deliveries must be arranged via the Site Manager and coordinated with other planned deliveries.

Monitoring

Traffic management will be assessed and monitored ongoing throughout the project with any changes made to the plan as necessary to ensure safe access, egress and movement around the site.
A record of all deliveries will be held at the site office. Delivery notes for all deliveries will be held on site (these will include the points of origin of the material).
The above information will be used to produce a monthly report this will identify any improvements required to the plan in addition to any deviations from that proposed.

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Schedule of Planned Deliveries

Type	Materials Description	Use	Frequency (anticipated)
Skips	General Waste Removal	Construction	2 Per Week
Scaffold	Scaffold Erection and Dismantling	Works Access	10 Attendances during project
Plant Delivery	Site Plant	Material movement on site	Demolition Plant – 3 Total Groundworks Plant – 3 Total Landscaping Plant – 2 Total
Concrete Readymix	Concrete	New Foundations	5 Deliveries total
Concrete Pump	As above.		
Construction Materials	All construction materials	Construction of main build	4 per week