

Traffic Management Plan

Land to the East Toyldfor, Heathfields Road,
Hitchin, Hertfordshire, SG5

New Build
Single Detached 4 Bedroom Dwelling

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Version 1.0

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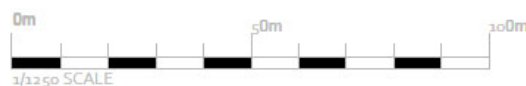
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Introduction

This traffic management plan (TMP) has been produced on behalf of NHU Group Investments Ltd to safely manage the construction traffic required to develop the Land N.E. of Toyldfor, Heathfield Road, Hitchin, SG5 1SY.



SITE LOCATION PLAN @ 1 TO 1250



The development (identified within the red boundary lines) will consist of the construction of a single two storey 4 Bedroom Detached property in the existing rear garden of a neighbouring property, with associated hard and soft landscaping to create a modern 4-bedroom residential dwelling with off road parking. The site is currently vacant with existing residential properties in close proximity.

A TMP is required to develop, implement, and maintain a safe and efficient logistics strategy for the development of the site, the safeguarding vulnerable road users, the public and others passing or visiting the site, by following the best practice guidelines as described in the [Construction Logistics and Community Safety \(CLOCS\)](#) Standard and the HSE guidance on management of deliveris to and from the workplace [Delivering safely - HSE](#).

General Site Information		
Client Name:	NHU Group Investments Limited	
Site Name:	Heathfield Road	
Site Address:	The Reddings, Land to the North East Toyldfor Heathfield Road Hitchin Hertfordshire SG5 1SY	
What3Words Location	///cookie.headings.ponies	
Principal Designer		
Company	Maritime Ltd	
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Traffic Management Controls

The following controls will be put in place to safely manage the vehicular traffic servicing the site during the construction phase:

1. Chapter 8 signage - Caution site entrance signs – 450mm x 600mm displayed on hoarding to the site entrance.
2. All construction traffic will be routed to the site on Heathfields Road via Strathmore Avenue or Stormont road to arrive and depart in a single direction, clockwise or counter clockwise off Strathmore Avenue via Old Hale Way. There should be no be turning of vehicular traffic on Heathfield Road other than in exceptional circumstances. (See Fig 1)
3. Vehicles visiting the site through the construction programme may include 32T 8 Wheel Lorries, 32T Hiab Delivery Vehicles, 7.5T Luton Type Delivery Vans and 3.5T Delivery Vans. No articulated vehicles will be used.
4. A specific loading and unloading area will be developed in the site compound on site to hold materials (see fig 2.)
5. All loading and unloading to the site will be from a kerbside position directly to the front of site on Heathfield Road, with materials lifted across the public footpath via mechanical means, or walked in by operatives from the waiting delivery vehicles (see fig 2.)
6. Plant equipment –3T excavator, 1 tonne dumper, 4x4 MEWPs etc....will be tracked in across footpath from kerbside delivery – banksmen/traffic marshal will be provided by site to redirect pedestrians during these short duration events.
7. The public footpath across the front of site will be **kept clean and clear of obstructions at all times**. A suitably experienced and qualified member of the site team will be nominated as traffic marshal / banksman directing pedestrians & vulnerable road users to wait until it is safe to pass and halting the loading/unloading of materials into the site, allowing members of the public to cross the front of the site safely on the public footpath, before recommencing with the delivery/collection once it is safe to do so.
8. All deliveries to the site and all muck away movements are to be booked in 48hrs in advance to avoid two vehicles arriving at the same time, and carried out, whenever possible, between the hours 09.30hrs – 16.00hrs Monday to Friday to avoid peak times
9. Contractors and site staff will not be able to park onsite due to lack of available space on the plot to form an offroad parking bay. There is ample

parking available close to site (Heathfield Road and Strathmore Avenue) to comfortably service the small numbers of contractors and operatives servicing the site without causing an inconvenience to the neighbours or vulnerable road users.

10. All operators/ drivers of plant or delivery vehicles will be expected to turn off the engines when not actively used for site activity and leaving vehicles with engines idling will be actively discouraged by Site Supervisor.

11. The site induction will have the above details included and be briefed to all site staff and contractors on arrival

12. This TMP will be issued to Supply Chain Partners at point of order.

The Site Manager will ensure implementation of the above points and regularly report on the effectiveness of the traffic management plan and any compliance issues. **The Traffic Management Plan feeds into the Construction Management Plan and Construction Phase Plan, all of which are live documents and will be updated as required to ensure safe systems of work are implemented at all times during the construction phase.**



Figure 1. Site Location and Traffic Routes

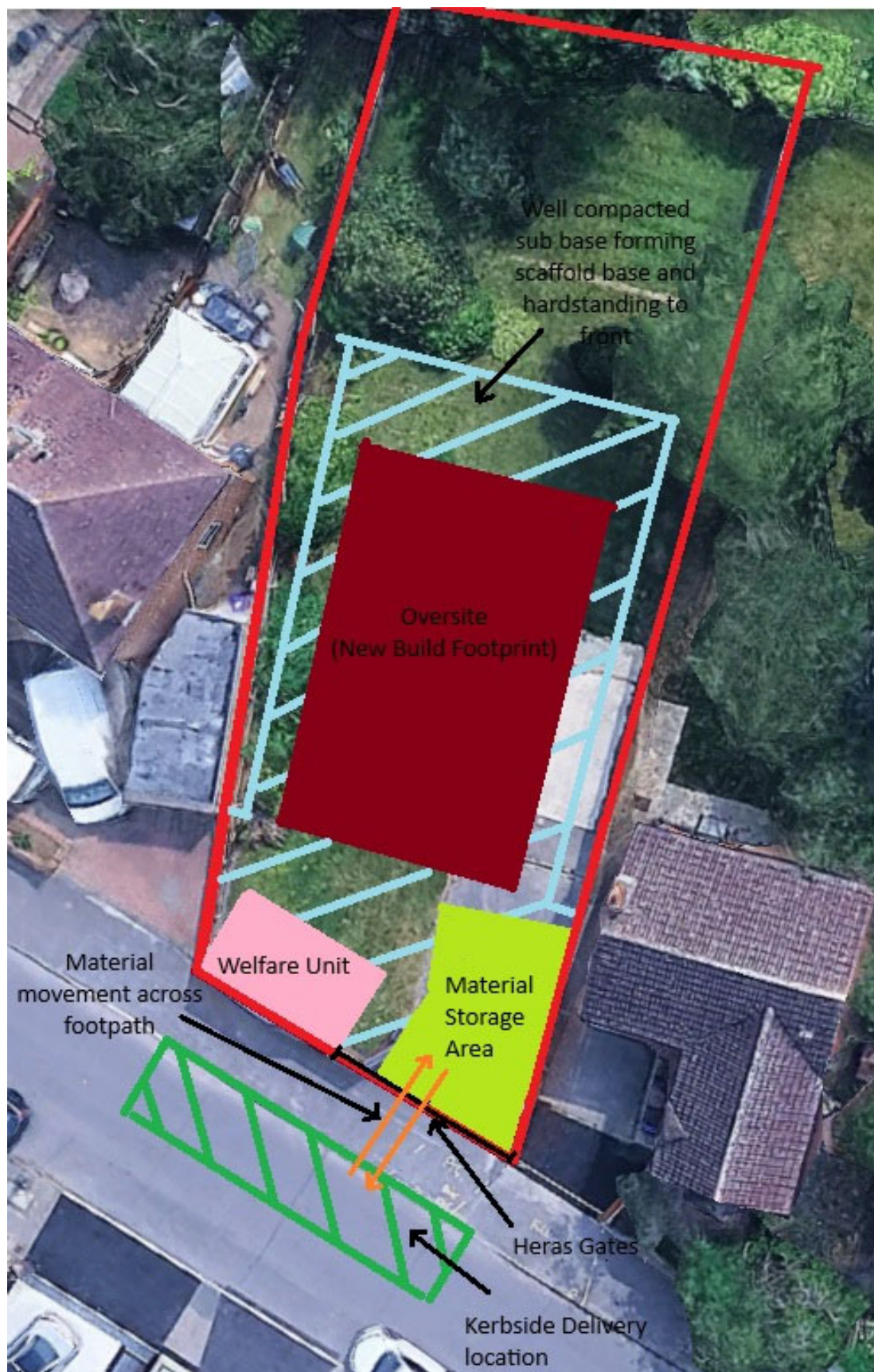


Figure 2. General Site Layout

Traffic Risk Assessments

Risk Table		Probability (PR)				
Consequences (C)	Severity	Common	Likely	Possible	Rarely	Negligible
		5	4	3	2	1
Death	5	25	20	15	10	5
Major Injury to Many Persons	4	20	16	12	8	4
Major Injury to one Persons	3	15	12	9	6	3
Minor Injury	2	10	8	6	4	2
Trivial Injury	1	5	4	3	2	1

	Considered to be a low risk where discretionary action may/may not be required (Low)
	Efforts should be made to continue to reduce the risk by implementing additional controls wherever possible (Medium)
	Additional controls should be introduced as soon as possible, and the risk should be re-evaluated (High)

Risk Assessment & Controls for Traffic Management

(Risk Rating after controls applied)

Access and egress for deliveries(C5, PR1)

- Heathfield road is NOT suitable for large articulated vehicles – fixed rigid and curtain side vehicles are the largest allowed due to the size of the site and it's residential location
- All construction traffic will be routed to the site on Heathfields Road via Strathmore Avenue or Stormont road to arrive and depart in a single direction, clockwise or counter clockwise off Strathmore Avenue via Old Hale Way. There should be no be turning of vehicular traffic on Heathfield Road other than in exceptional circumstances.
- Site access for deliveries is via main gates at front of site – keep the main gate closed when not in use!
- Parking is not available onsite – unrestricted parking available on Heathfield Road and Stormont Avenue.
- Pedestrian access via main gates
- All visitors and operatives must attend site office on arrival to sign in and receive induction at 1st visit. All must sign out on departure.
- Vehicular access to site is limited to plant and machinery. Tracked across the public footpath from the delivery vehicle parked in the kerbside delivery location to the front of site on Heathfield Road. This is only to be done with a Traffic Marshall (TM) managing the operation – controlling public on footpath and any vehicles or vulnerable road users in the vicinity – whilst a suitably qualified and competent operator drives the piece of plant equipment.
- Best practice guidelines as described in the [Construction Logistics and Community Safety](#) (CLOCS) Standard and the HSE guidance on management of deliveries to and from the workplace [Delivering safely - HSE](#) will be adhered to for the logistical planning

Accidents, Incidents and Near Miss Situations (C5, PR2)

- All accidents, incidents and near miss situations, however minor, must be reported to the Principal Contractor immediately and deliveries stopped whilst the situation can be assessed and additional controls implemented to mitigate the previously unforeseen hazard.
- First Aid is available in the Site Office
- If responding to an accident, do not put yourself at risk. If possible, remove the source of danger. Call for help and dial 999 if required.

Barriers and Lighting Arrangements – Work Areas (C5, PR1)

- Site to be fully encapsulated by 1.8m high close board fence with Heras fence and gates to front
- Ensure a sufficient exclusion zone is provided around the delivery areas using barriers & signage to avoid accidental entry to site by unauthorised persons during deliveries
- Use 110v LED stand or festoon lights for task lighting (winter months) if required to promote good visibility
- Delivery area should never be left unattended during a delivery or collection ensuring pedestrians and vulnerable road users are protected at all times from potentially hazardous site activities.

Competency (C5, PR1)

- Ensure operatives and supervisors are trained, competent and authorised to undertake the task/activities being covered by this risk assessment.
- Ensure supply chain partners have read and understood the requirements of this TMP and acknowledge the requirement to send only suitable qualified and competent delivery drivers to manage the loading and unloading of vehicles servicing the site.

Local Residents(C5, PR1)

- The local residents must be taken into consideration when planning all deliveries and collections and safe systems of work adopted to ensure minimal impact.
- Hauliers should be advised to book in deliveries 48hrs in advance with site team to ensure no two deliveries arrive at the same time and
- Vehicles, Vulnerable road users and Pedestrians must always be considered when planning deliveries and collections to site
- Ensure contact details of Principal Contractor and Site Supervisor are posted on site gates so that members of the public can contact them to raise concerns or liaise with Principal Contractor regarding other road activities that may impact Traffic Management Plan (e.g. Home removals, local street works/road closures etc..)
- All site staff and delivery driver will be polite & considerate to all members of the public.

Lifting Operations & Lifting Accessories [LOLER] (C5, PR2)

- HIAB delivery vehicles to park in the to the kerbside delivery zone with clear line of site to materials storage area at the front of site
- Lifting areas always cordoned off, ensuring all members of the public or site operatives not directly involved with the lift are out of potential harm's way. Traffic Marshal and Lift AP to implement and supervise exclusion zone
- Ensure a lifting plan is in place when using any Plant or Machinery onsite to move or raise materials across the public footpath
- All plant used for lifting must have a certificate of thorough inspection no more than 12 months old and be certified to lift the planned load
- Check slings, chains, shackles etc...are in good condition and rated for the planned loads
- A copy of ALL lifting accessories onsite & relevant certification should be kept in the site office, available on request.

****IF THERE ARE ANY DOUBTS OVER THE LOAD TO BE LIFTED OR THE METHOD CHOSEN THEN OPERATIVES MUST STOP CONSULT THE SITE MANAGER & AGREE AN SAFE ALTERNATIVE LIFTING METHOD****

Manual Handling (C4, PR2)

- Arrange for loads to be delivered to the kerbside delivery zone directly to the front of site
- Loads to be delivered in a manner that makes unloading simple, safe and efficient for site operatives with minimal risk of spillages, breakages or excessive weight to individual items
- Traffic Marshall to supervise delivery and ensure clear unobstructed access into site for operatives walking in materials from the kerbside
- Traffic marshal to ensure members of the public using the footpath are redirected or asked to wait whilst operatives carrying materials cross the footpath into site carrying materials
- Lifting aids to be used wherever possible, and when carrying loads
- Two man lifting to be adopted for awkward loads
- Ensure that there is enough space to lift safely, the area is free of obstacles and is well lit.

Operatives Safe Manual Handling Techniques to be adopted.

- Only handle what you feel you can manage.
- Bend knees not your back & use leg muscles to lift. Keep you back straight.
- Initiate movement with your legs, unlocking the knees and driving with the legs to start the lift.
- Ensure your vision is not obstructed & look where you are going.
- Move your feet to change direction not your body.
- Never lose control of the load. Keep load close to body, lift slowly & smoothly
- Put down with same care & consideration.
- Keep your hands clear when putting down, and there is a risk of trapping hands if you do not plan to keep your hands clear of the load.

Occupational Health – Pollutants, Dust & Noise (C4, P1)

- Each delivery should be planned with a view to minimising pollutants, dust & noise caused by the activity
- Delivery vehicles should turn off engines as soon as possible to avoid excessive noise and exhaust fumes
- Deliveries or collections expected to generate dust should have dampening down procedures in place on site to avoid dust particulates contaminating nearby properties or public passing the site
- Spill kits will be available onsite to deal with any accidental spillages of liquids on the highway, footpath or on site during delivery activities.
- Deliveries should be arranged between 09.30hrs – 16.00hrs to minimise any potential disturbance to local residents

Signage (C3, PR2)

- Construction safety signs, inc chapter 8 signage, will be posted on the front fence line abutting public footpath along Heathfield Road with advance warnings posted of larger deliveries
- Additional signage can be posted on barriers to provide additional information to road users and pedestrians during deliveries as part of a safe system of work
- Signage to be kept in good order and replaces/updated as required by ongoing works and perceived hazards

Signing in/out when arriving and leaving (C3, PR1)

- All persons attending site must sign in and out when arriving and leaving site
- Delivery notes relating to vehicle, load and time in/time out will be kept in site office
- Principal Contractor will review this information to ensure the Traffic Management Plan is being followed by supplier and site staff

Storage and Housekeeping (C4, PR1)

- High standards of housekeeping to be maintained at all times.
- Materials to be loaded/collected from agreed material storage area, away from thoroughfares & avoid blocking access to work areas
- Lightweight materials delivered and stored onsite must be secured to avoid being blown into neighbouring properties or the highway should a high wind event occur
- Wrapping materials must be left intact or removed entirely and placed in secure bins to ensure they don't become a hazard
- Footpath to front of site to be kept swept clean and clear of obstructions at all times

Equipment and Plant (C5, PR2)

- Plant and Equipment must be supplied via kerbside drop and tracked into site over the public footpath running across the front of the site.
- Plant and Equipment must arrive in good working order with up to date maintenance and safety checklists provided by the supplier. Machinery showing signs of damage or fluid leaks will be turned away prior to being offloaded.
- Traffic Marshall and Banksman must be in attendance during deliveries and collections of Plant and equipment to prevent members of the public being put at risk during the operation
- Ensure any mud or debris is swept from footpath and highway on completion of plant delivery/collection

Training and certification (C5, PR1)

- Principal Contractor to all operatives and delivery drivers are competent and authorised to undertake the task/activities being covered by this risk assessment
- Records of training and certification will be kept in site file as part of the site induction process. Available to relevant parties on request, subject to GDPR regulations.