



## Site Logistics & Traffic Management Plan

### Location

Site address: The Hall Senior School, 23 Crossfield Road, London NW3 4NT

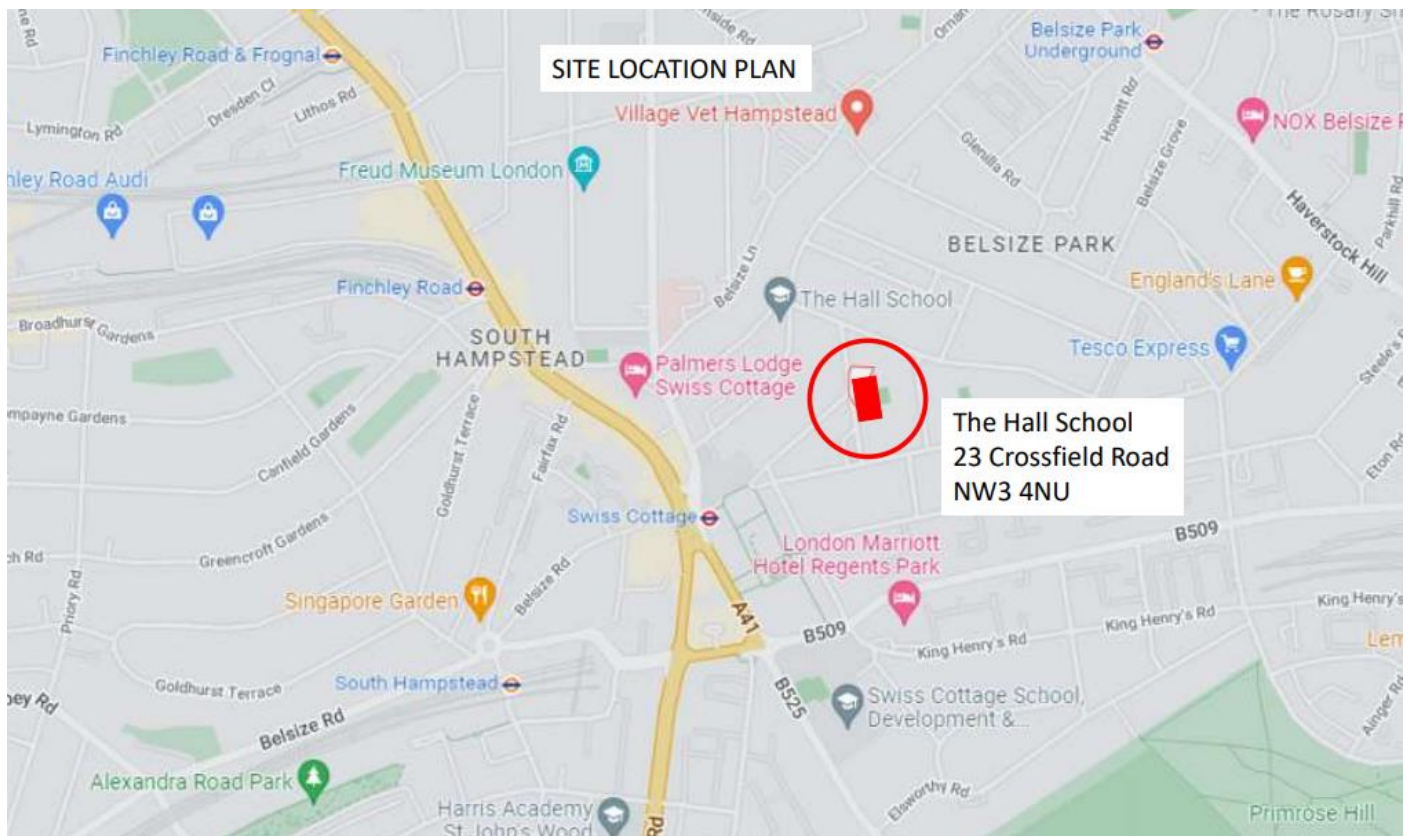
Life Build Solutions Ltd has been contracted by The Hall School, to undertake the construction of new classroom facilities and the refurbishment of the existing school including associated landscaping & external works.

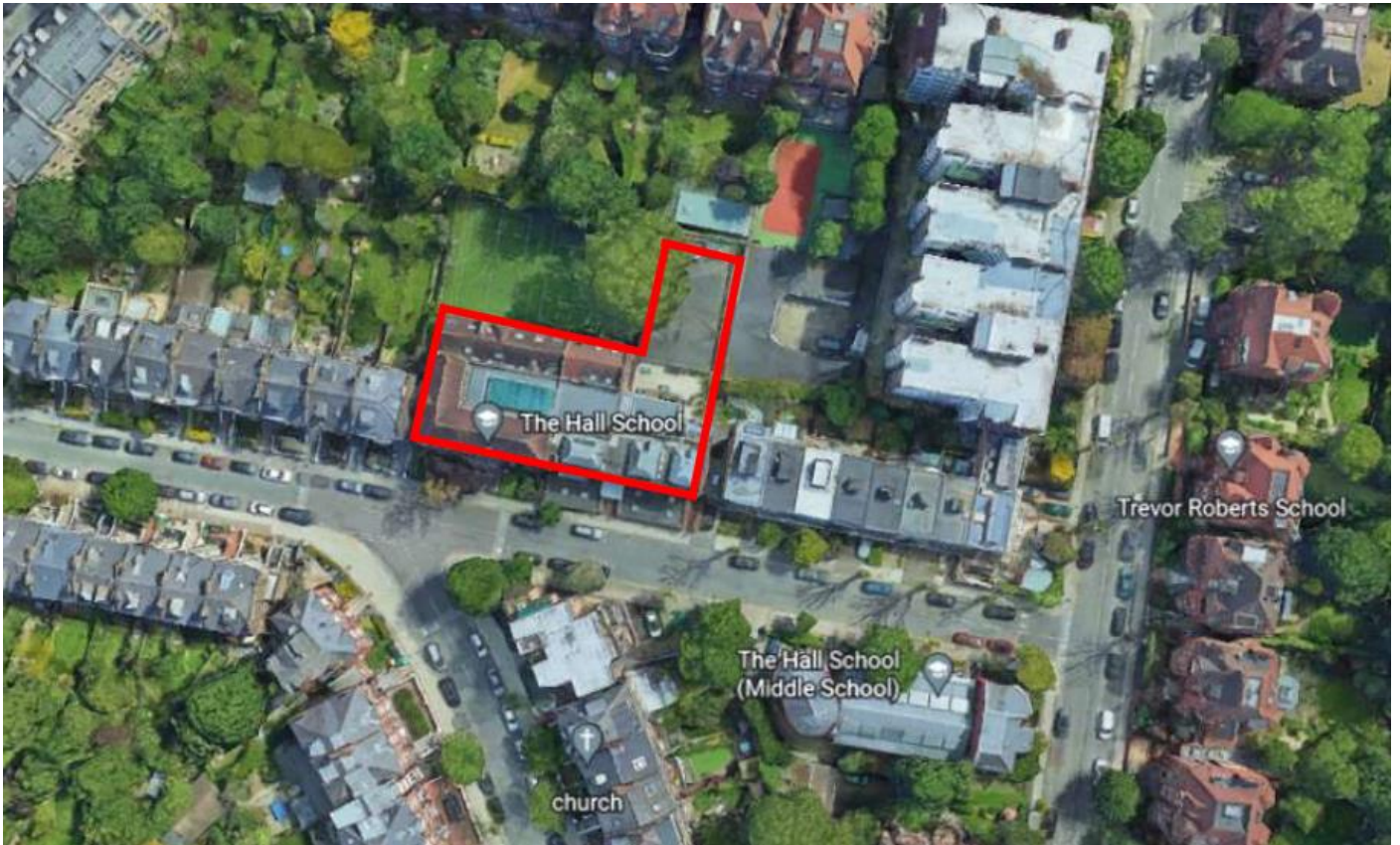
### Site Setup

The site temporary accommodation has been arranged to ensure Life Build Solutions Ltd, meet their Health and Safety, and CDM obligations. Where reasonably practical we have followed HSE Guidance as set out in their Workplace Transport Site Safety Information Sheets WPT20 and WPT24, their Workplace Transport Checklist WTCHK1, and HSG144, The Safe Use of Vehicles on Construction Sites.

The scheme is located on the site of a live school and is bordered on all sides by residential properties.

### Site Location plan





Prior to commencement, the site set up will include, well maintained perimeter fencing with wide double gates, to enable both safe and efficient entry onto site, thus avoiding multiple movements of traffic entering site. Suitable and adequate signage giving clear instructions to vehicles having business with the construction site will be located on the external façade of the fencing, together with suitable signage for pedestrians using the public footpath around the perimeter of the site. A separate pedestrian gate will be provided. This will give pedestrians direct access to the site offices and welfare facilities, without the need to enter the construction area, or the vehicle movement area. A site hazard notice board will be provided at this entry point.

The gates are hung so as they open into the site. These will be closed at all times and only opened to allow contractors and visitors to site, and for materials movement.

This plan is formatted to enable the safe delivery, storage and distribution of materials, together with identifying and implementing safe pedestrian routes on and around the site.

### **Site Accommodation**

The location of the site accommodation will be set out to maximise the view of the site entrance, the vehicle and pedestrian routes and the construction area. The welfare facilities will be located to the rear of the site, with limited on-site parking for contractor's vehicles. The site office will be elevated and sat above the site canteen, in order that the delivery entrance gates can be continuously monitored.

As a minimum the welfare facilities will comprise of a site office with meeting area, a site canteen and drying facilities, and male / female and disabled W.C. A storage facility is to be provided adjacent to the unloading area. The attached site plan reflects the location of these facilities.

Parking will be limited on site and contractors and visitors will be required to park in the designated area.



Typical image of Site Office overlooking entrance gate.

### **Logistics**

This plan has been formulated to ensure the safest, most efficient and effective way of moving materials and people onto and off the construction site. As with any other manufacturing process a construction site requires materials to be delivered to the site location. It is imperative this process is efficient, not obstructive, and takes into consideration the safety and welfare of neighbours and persons that may be affected by these works. Life Build Solutions Ltd. will maintain good communication with all parties involved with or affected by the movement of traffic onto and off site. This communication will consist of, but not be limited to planned delivery times, weekly logistics meetings with site contractors, monthly newsletters to residents, this traffic management plan being circulated to all suppliers and sub-contractors, risk assessments and tool box talks. The site manager will also be required to monitor the logistics by completing the Workplace Transport Checklist WTCHK1, and ensure full compliance with this plan.

As is shown by the site plan above, the size of the site, and the restrictions imposed around its boundary does not lend the site to provide a one-way route however there will be sufficient space to provide a suitable turning point within the site for rigid vehicles. It may occasionally be necessary to reverse deliveries onto or out of the delivery collection point / site compound. This operation will require the supervision of a banksman at all times. Materials will be trans-shipped from the storage area to the construction area by means of a tower crane or telescopic handler.

During the period whereby new crossovers are to be formed or new service connections are being made, it may be necessary to divert pedestrian traffic away from the workplace. To do this, existing road crossing points in the footpath will be utilised. Clear signage will be placed along the footpath providing information about the footpath being closed and directions to take to footpath on the opposite side of the road. The site manager's telephone number and a 24 hour emergency number are displayed on the site boundary fencing at all times.

To avoid the nuisance of mud on the road a wash down facility will be provided at the site entrance. A call off order will be set up, to enable the site manager to arrange for a road sweep to clean down the surrounding roads when necessary. Operating such measures will help reduce and mitigate any impact vehicular movement may have over the duration of the project.



The protection and safety of persons, animals and the environment during the construction process will always be our first priority.

Before the project commences LIFE Build will carry out a letter drop to all local residents, schools and businesses providing details of the scheme, likely traffic movements and contact details for the project team including complaints procedures. Out of hours contact numbers will also be provided.

A complaints procedure will also be issued to the resident providing contact names and numbers of the project team should and issue of concern arise. The Contracts Manager for this project will be Steve Cutler The Site Manager will be John Gregorowski. During the works the site manager will contact local residents and ask them to complete a resident feedback form. This enables us to identify key areas of concern to the residents affected by our works, and take necessary action if required.

### **Construction Phase Traffic Management Plan**

The following rules and procedures will be adopted during the construction of this project.

- Site Operatives and visitors will be required to park on site in the designated area.
- The size of delivery vehicles will be limited to rigid axle lorries and short wheel based trailers or smaller. No vehicles over 36ft long will be accepted.
- Prior to work commencing on site a conditions survey will be undertaken and photographs will be retained to record the conditions of the existing roads, kerbs, footpath, trees, signage, lampposts and utilities structures. These photographs will be provided to local authority and utilities companies upon request.
- Contractors are encouraged to use public transport to get to and from work. Swiss Cottage Underground Station is located a short 7 minute walk of 0.3miles away
- No footpaths will be blocked by site vehicles or visitors at any time, unless as set out previously, to prevent pedestrians passing across the back of a vehicle reversing onto site. This will only occur for a few moments, and the temporary barriers and signage will be removed as soon as it is safe to do so.
- Delivery drivers will be expected to contact the site manager by telephone, and provide an estimated time of arrival. They will report to the site office upon arrival and wait with their vehicle to be escorted onto site.
- No more than one delivery vehicle will be permitted on site, and vehicles will not be permitted to stack park in surrounding roads, whilst awaiting an unloading slot.
- No vehicles will be permitted to leave site, unless their wheels are clean and free from mud or other contaminants.
- A schedule of estimated size and frequency of delivery vehicles will be appended to this plan before works commence on site.
- This plan must be read in conjunction with the HSE Guidance notes and information leaflets mentioned in the site set up, and in conjunction with the site layout drawing.
- All delivery vehicles MUST NOT reverse off site, and must be assisted at all times by a banksman.
- The gates to the delivery access / egress point are to be kept closed at all times, except to allow entry or egress from site.
- A restricted speed limit of 5mph will apply to all vehicles entering and leaving site.

- All signage, barriers etc will be inspected on a weekly basis by the site manager. Inspections will be recorded and actioned as required. The traffic management plan will be reviewed bi-monthly and updated if necessary following any feedback received from the site team, local residents, suppliers and the local authority.
- Deliveries will not be permitted between the following times 8.15am – 9.15am and 3.00pm – 4.00pm
- Vehicles awaiting offloading are to have their engines turned off to reduce noise and air pollution

**Route for Construction Traffic**

Construction traffic will be instructed to approach the site via the A41 leaving at Swiss Cottage and join Adelaide Road (B509). They will then turn left onto Primrose Hill Road and then Left again into Eton Ave.

From there traffic will turn right onto Lancaster Grove then Left into Crossfield Road.

Following offloading at site, vehicles will continue down Crossfield Road turning right onto Eton Ave and then left onto Winchester Road. This will lead the traffic back to the B509 Adelaide Road and via a left turn back to the A41 and the major road network

Directional signage will be agreed with the local authority highways department and positioned as necessary. This traffic management plan will be provided to all subcontractors and suppliers with their orders.

During drop off and collection times LIFE Build will provide a traffic marshal / banksman at the site entrance to ensure safe access through to the site area for deliveries.

Large deliveries will be scheduled by the site team to avoid peak times and other planned activities. Material and plant deliveries are a planned task and will be carried out in accordance with current legislation and best practice. A minimum of 24hrs notice must be given to the site manager prior to arrival.

