P. P. O'CONNOR
Committed To Excellence

Site Transport Management Plan

Siemens PLC
Sir William Siemens House

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3.03.18

Introduction

The Traffic management Strategy for the Project is one of minimising the interface wherever possible between public and site traffic , reducing the number of deliveries were practicable including the staging of deliveries such that the volume of traffic is kept as even as possible avoiding peaks and controlling vehicular movements on the project .

Every year around 70 people are killed or injured at work. This document provides practical guidance on the planning of these issues, the control measures that will be implemented and highlights the points for consideration and necessary actions.

Avoiding hazards and controlling the risks arising from the use of the vehicles in construction work is essential.

The Health & Safety executive expect to see Traffic Management Plans that include :

- Planning & Managing both vehicles & Pedestrian routes
- The elimination of reversing where possible
- Safe driving & working practices
- Protection of the public
- Adequate vision and lines of sight
- The provision of signs & barriers
- Adequate parking, offloading & storage areas

1.0 Traffic Management Plan

A Route Map is appended to this document, this shows the proposed route that all deliveries will be directed along to gain access to the site. The map also highlights the route to be taken when leaving the site to avoid site vehicles trafficking Elizabeth Slinger Road and the exit from the Siemens Campus via the Spire Hospital access road.

Immediately upon commencement of deliveries, operatives & visitors to the project will report to the Site Compound Gatehouse. This will be communicated to all parties at both order stage and Pre-Start meetings.

ALL personnel will be inducted by the relevant member of staff & will be informed of Emergency Procedures, Assembly Points, First Aid, Site Rules, and Location of Welfare Facilities etc.

They will be instructed to Sign in & Out at the security Gatehouse where PPE will be checked & issued to visitors where required.

Contractors, Visitors & Staff will use the existing & temporary pedestrian pathways at all times.

The attached site compound layout plan highlights the access points for the project, materials storage, site car parking, welfare, that will be established for the duration of the project.

An integral part to the progress meetings that will be held with all Trade Contractors & Suppliers will be the delivery schedule. All Contractors are required to give details of proposed timing of all deliveries to site.

The Traffic Management Plan and the control measures therein will be included within all sub-contractor tender packages & enquiries to ensure early understanding, acceptance & compliance with the rules that will be enforced on the project.

Under no circumstance will deliveries be allowed to “Lay Up“ in the surrounding roads.

Delivery Vehicle “Lay Up” Prevention

Prevention Steps

1. Deliver hours will be limited to the site working hours. This condition forms part of the sub-contract documentation. All Sub-Contractors will be reminded of this at Prestart meetings.
2. Deliveries will be booked in with the Site Management Team & logged on a register
3. The Site Gatehouse will be manned 30 minutes before & after working hours
4. Persistent offenders will be reported to the Project manager who will action with the directors of the offending company

Site Administration

Responsibility for Construction Traffic movement is that of the Project manager who together with the site team will:

a. Ensure that subcontractors & suppliers adhere to procedures set out in the Pre-Site conditions by booking in deliveries giving sufficient notice
b. Prevent unauthorised contractors parking & the congestion of traffic. All personnel in the team will be in contact with each other & site management team who in turn will have mobile telephone contact with the subcontractors.
c. Provide security at the Access Gates and materials storage area.
d. Maintain both the site and adjacent roads in a clean & safe condition.

It is recognised that all deliveries are not notified to the Site Team, such deliveries are usually smaller deliveries by third parties & on occasion simply not booked in. Deliveries from couriers often have difficulty on providing accurate arrival times. The Project manager will then manage the delivery situation with the priority to get the vehicle off the Siemens access road. Other options open to the team are to send deliveries away (persistent offenders) or send deliveries to an off-site location with a return time. We reiterate that deliveries will not be allowed to "Lay Up" along or adjacent to the site.

Muck Away Wagons, Aggregate Wagons & concrete delivery wagons will not be booked in but the relevant gatemen will be informed at the daily briefing what is expected during the shift.

Pedestrian Route Checklist

Section 2.0

	Question	Yes	No	N/A
Q1	Are pedestrian clearly separated from vehicle routes by fencing or other suitable means. If no see action 1	x		
Q2	Are pedestrian routes wide enough to safely accommodate the number of people likely to use the at peak times. If no see note 2	x		
Q3	Do pedestrian routes allow easy access to work areas .If no see note 3	x		
Q4	Pedestrian routes are kept free of obstructions. If no see note 4	x		
Q5	Pedestrian routes are clearly & suitably signed. If no see note 5	x		
Q6	Can pedestrians safely cross the main vehicle routes? If no see note 6	x		
Q7	Do pedestrians have a clear view of traffic movements at crossings & gates which lead onto traffic routes. If no see note 7	x		
Q8	Do pedestrians have clearly marked separate access for use at loading bays & site gates. If no see note 8	x		
Q9	Do pedestrian routes provide safe access to welfare facilities. If no see note 9	x		

	Actions to be Taken	Action Taken
1	Ensure routes are clearly designated and protected	Pedestrian routes are shown on the Phase drawings which are displayed on the site notice board. These are reviewed daily in accordance with RAMS. Pedestrian routes are explained during Induction
2	Base plan on peak numbers	x
3	Plan routes to allow safe access	Routes reviewed daily
4	Ensure plan includes need to keep clear	Part of Inspection
5	Ensure sufficient Signage	x
6	Ensure sufficient crossing points are allowed for	x
7	Ensure that blind spots are eradicated during the planning process	x
8	Consider separate access to loading bays & gates	x
9	Provide safe routes at parking areas. Plan site set up to avoid need for pedestrians to cross routes	Welfare areas to be kept separate from vehicle routes

3.0 Vehicle Routes

	Question	Yes	No	N/A
Q1	Are pedestrian clearly separated from Pedestrian routes by fencing or other suitable means. If no see action 1	x		
Q2	Are pedestrian routes wide enough to safely accommodate the number of vehicles likely to use the at peak times. If no see note 2	x		
Q3	Do routes allow easy access to delivery areas .If no see note 3	x		
Q4	Are routes are kept free of obstructions. If no see note 4	x		
Q5	Pedestrian routes are clearly & suitably signed. If no see note 5	x		
Q6	Can pedestrians safely cross the main vehicle route? If no see note 6	x		
Q7	Do pedestrians have a clear view of traffic movements at crossings & gates which lead onto traffic routes. If no see note 7	x		
Q8	Do routes eliminate or reduce the need for reversing. If no see note 8		x	
Q9	At the final point of exit can the driver see pedestrians on the pavement? If no see note 9	x		
Q10	Are temporary structures protected from vehicle impact. If no see action 10	x		
Q11	Will parking areas be required? If yes see action 11		x	

	Actions to be Taken	Action Taken
1	Ensure routes are clearly designated and pedestrians protected	Routes clearly signed & Separated
2	Ensure the plan assumes peak number	x
3	Plan routes to allow safe access	x
4	Ensure plan includes need to keep access clear	Part of Inspection
5	Ensure sufficient Signage	x
6	Ensure sufficient crossing points are planned for. Ensure drivers are informed of crossing points	x
7	Ensure that blind spots are eradicated during the planning process	x
8	Plan routes to reduce or eliminate reversing	x
9	Ensure adequate sight lines or mirrors to assist driver. Angle hoarding lines to assist vision	x
10	Ensure COSHH store etc. are protected from impact	x
11	Ensure sufficient parking on site. Ensure adequate lighting	Use minibus to limit site parking by contractors

4.0 Vehicle Movements

	Question	Yes	No	N/A
Q1	Are routes planned to reduce the need for excessive vehicle movements. If no see action 1	x		
Q2	Are vehicles fitted with reversing aids . If no see note 2	x		
Q3	Will vehicles reverse without reversing aids .If yes see note 3 & 5		x	
Q4	Will vehicles reverse to excavations If yes see note 4 & 5		x	
Q5	Are routes kept free from obstructions. If no see note 5	x		
Q6	Are routes clearly & suitably signed If no see note 6	x		
Q7	Can pedestrians safely cross the main vehicle routes. If no see note 7	x		
Q8	Do pedestrians have a clear view of traffic movements at crossings & gates which lead onto traffic routes. If no see note 8	x		
Q9	Do drivers have a clear view. If no see note 9	x		

Q10	Will vehicles run a risk of depositing mud on the road. If yes see action 10		x	
Q11	Will vehicles need sheeting up? If yes see action 11	x		

	Actions to be Taken	Action Taken
1	Ensure routes provide sufficient space to turn. Keep routes to a minimum	Review Daily
2	Request the are fitted	x
3	Vehicles not fitted with reversing aids must be banked when reversing	All reversing vehicles to be banked
4	Ensure banksman present or adequate stop logs	x
5	Ensure plan includes the need to keep access routes clear, include in induction	x
6	Ensure sufficient signage	x
7	Ensure sufficient crossing points are planned for . Drivers are told of crossing points	x
8	Ensure that blind spots are eradicated during the planning process	x
9	Plan routes to reduce or eliminate reversing or blind spots	x
10	Consider wheel wash facilities of other suitable alternative	x
11	Ensure provision of sheeting gantry if required	Vehicles to be sheeted

Hierarchy of Control Measures for reversing Operations

Section 5.0

1	Eliminate the need to reverse	Implement a one-way system around the site & in loading & unloading areas
2	Reduce reversing operations	Reduce the number of vehicle movements as far as possible. Instruct drivers not to reverse unless absolutely necessary
3	Ensure adequate visibility for drivers	Fit CCTV , convex mirrors etc. to overcome restrictions to visibility from the driver's seat & rear of vehicle
4	Ensure Safe System of Work are followed	Design vehicle reversing areas which • Allow adequate space for vehicles to manoeuvre safely • Exclude pedestrians • Are clearly signed, have physical stops to warn drivers that they have reached the limit of safe reversing Fit radar proximity devices t vehicles to indicate to drivers when there are objects near the vehicle. Ensure everyone on site understands the site rules on vehicle safety .drivers & banksmen need to be in constant communication during reversing operations. Banksmen should not be put at risk from vehicle movement by standing directly behind reversing vehicles. Ensure all vehicles on site are fitted with appropriate warning devices.

5	Provide warnings when vehicles are reversing	Ensure reversing warning lights & alarms are in good working order & instruct workers to keep clear of moving vehicles

Drivers Safe Working Practices Checklist

Section 6.0

1	Only operate vehicles if you are competent & authorised to drive them
2	Do not drive when your abilities are impaired by ill health, poor vision, prescribed or illegal drugs or alcohol
3	Make sure you fully understand the operating procedures of the vehicle you control
4	Know the site routes & follow them. Take care at pedestrian crossings
5	Understand the systems of signals used on site
6	Visiting drivers , seek appropriate authority to enter the site & operate vehicles
7	Know the safe operating limitations of your vehicle particularly relating to safe maximum loads & gradients
8	Carry out daily checks on your vehicle & report all defects immediately to your supervisor
9	Follow site procedures & comply with site rules
10	Do not drive at excessive speeds
11	Wear appropriate PPE when out of the cab
12	Ensure that windows & mirrors are kept clean
13	Keep the vehicle tidy & free from items which may hinder the operation of the vehicle controls
14	Do not allow passengers to ride on the vehicle unless safe seating is provided
15	Park vehicles on flat ground wherever possible with the engine switched off , the handbrake and trailer brakes applied & where necessary use wheel chocks
16	Do not reverse without a reversing aid & banksman
17	Where visibility from the driving position is restricted use visibility aids or a banksman. Stop if you lose sight of the banksman
18	Do not remain on vehicles during loading operations unless the drivers position is adequately protected
19	Ensure loads are safe to be transported
20	Do not attempt to get on or off a moving vehicle
21	Do not make adjustments to the vehicle with the engine running or guards removed
22	Do not smoke during refuelling operations
23	Do not use a mobile phone whilst driving

Banksman Checklist

Section 7.0

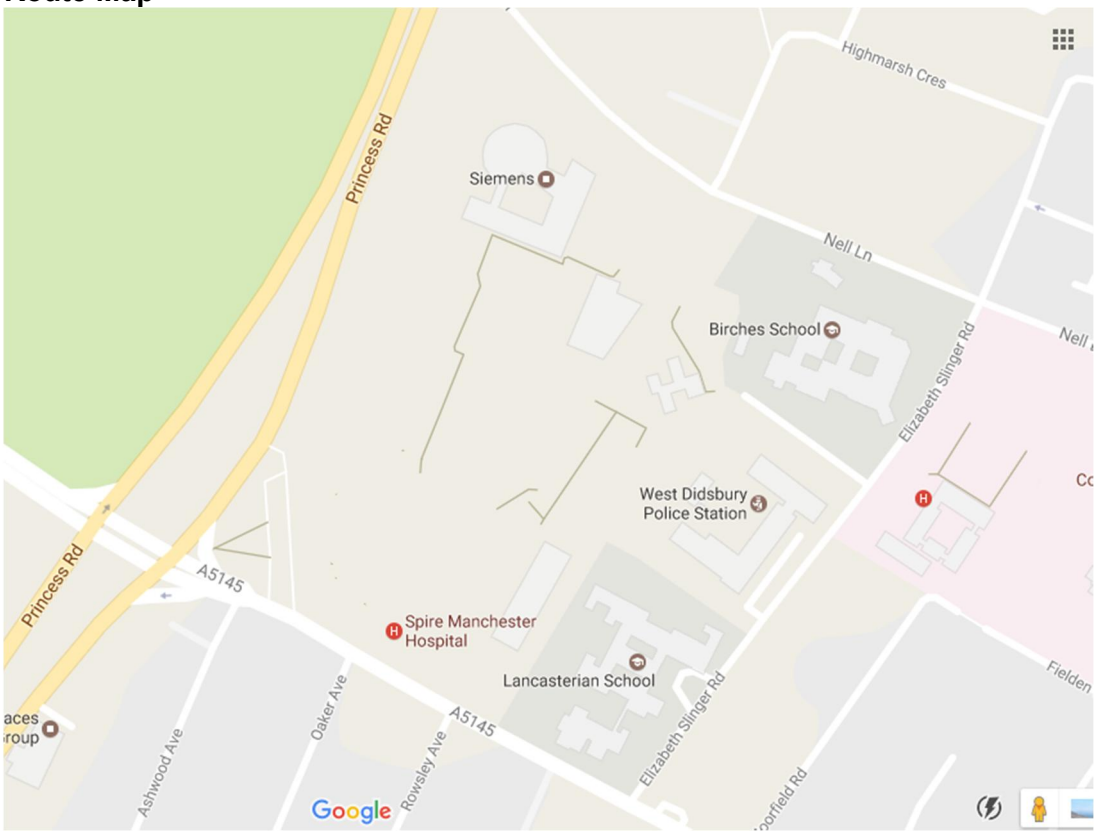
1	Use relevant safety procedures & correct signalling systems
2	Ensure drivers understand the correct signalling system
3	Signal instruction clearly
4	Ensure you are visible to the driver & the driver is visible to you. If not stop the vehicle from moving
5	Stand in a safe location at all times
6	Warn pedestrians & make sure they are kept away from vehicle operations
7	Wear appropriate PPE , HI-VIS is absolutely mandatory
8	Report all work hazards to your supervisor
9	Ensure you have safe access & egress to the work location
10	Do not ride on the vehicle you are directing unless you are in a safe seat
11	Do not direct vehicles if your ability is affected by Alcohol or drugs
12	Do not use a mobile phone when directing a vehicle

Safe Use of Site Dumpers Checklist

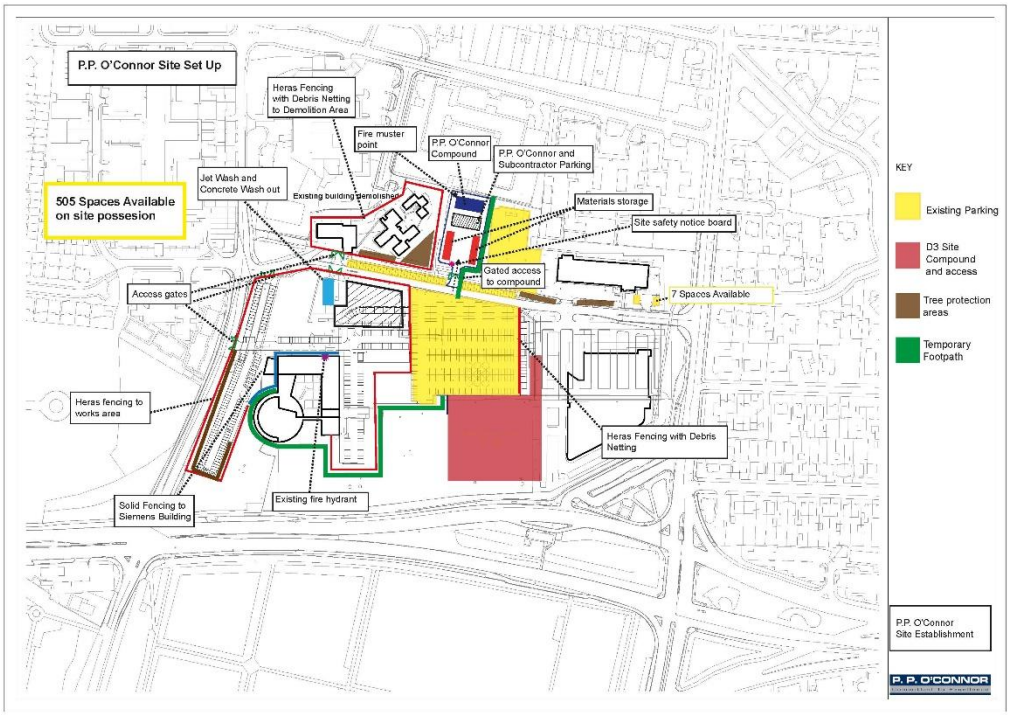
Section 8

1	Only allow competent & authorised drivers
2	Provide stop blocks at the edges of excavations, pits, spoil heaps etc.to prevent dumpers from falling when tipping. The blocks need to be positioned a sufficient distance away from any unsupported edges & slopes to prevent the weight of the vehicle causing collapse
3	Do not operate the site dumper controls unless seated on the driver's seat with the handbrake applied
4	Do not carry passengers unless purpose built seats are fitted
5	Do not drive on gradients in excess of those safe for the dumper, check manufactures specification
6	Avoid manoeuvring on sloping ground
7	Drive at appropriate speeds for site conditions
8	Load the dumper on flat ground , engine switched off & the handbrake applied
9	Get off the dumper whilst being loaded
10	Ensure that the load is evenly distributed & your vision is not obscured
11	Securely fix loads which may cause danger if they move
12	Stop the vehicle , engage neutral & apply the handbrake before tipping the load
13	Do not drive with the skip in the vertical position
14	Use the appropriate towing pins not rebar etc.
15	Never leave the engine running when you leave the driver's seat
16	Be aware or the differences in performance of site dumpers when loaded & unloaded particularly speed, breaking & stability on slopes

Route Map



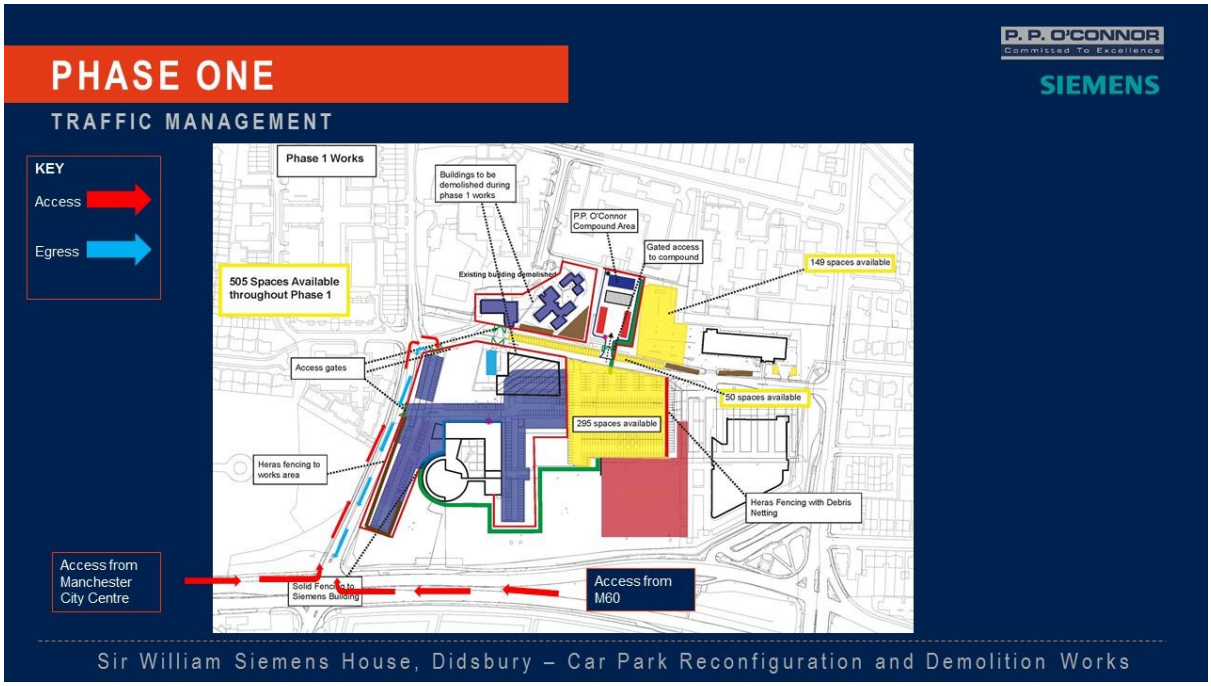
Site Layout



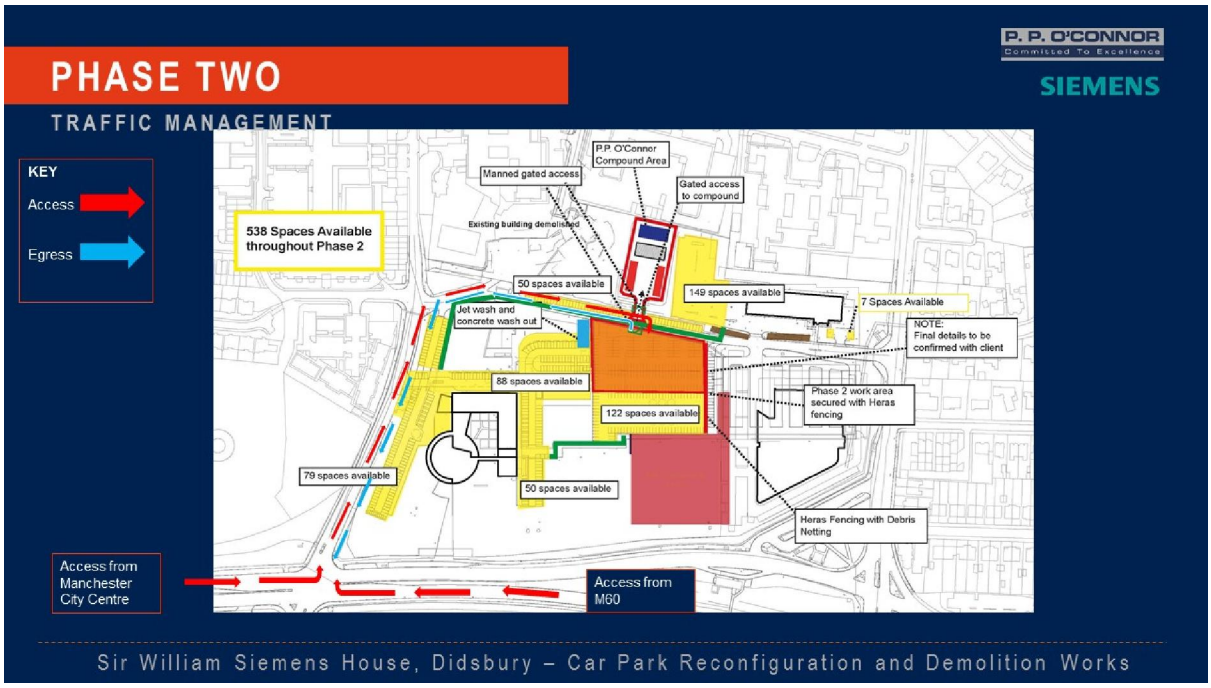
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Traffic Management

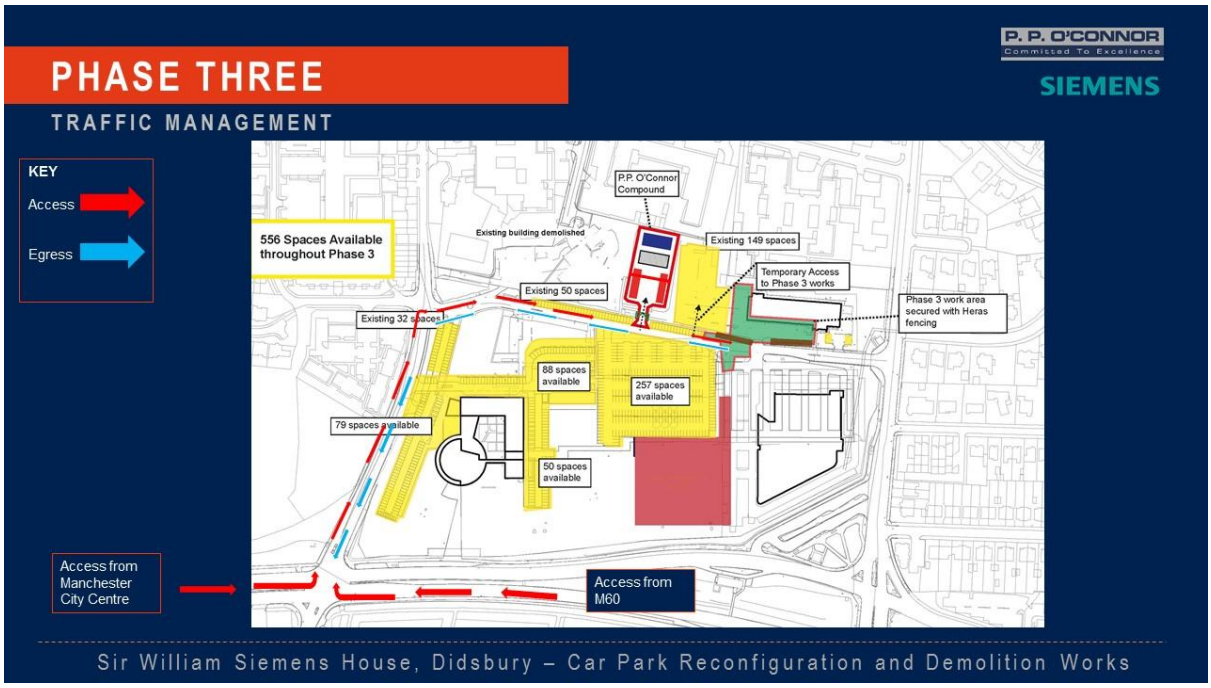
Phase 1



Phase 2



Phase 3


PHASE THREE
TRAFFIC MANAGEMENT
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KEY
Access
Egress
556 Spaces Available throughout Phase 3
Existing building demolished
P.P. O'Connor Compound
Existing 149 spaces
Temporary Access to Phase 3 works
Phase 3 work area secured with Heras fencing
Existing 50 spaces
Existing 32 spaces
88 spaces available
257 spaces available
79 spaces available
50 spaces available
Access from Manchester City Centre
Access from M60
Sir William Siemens House, Didsbury – Car Park Reconfiguration and Demolition Works