MCLAREN CONSTRUCTION LTD

Traffic Management Method Statement & Risk Assessment

Document Control Sheet

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1. Scope

The method statement governs how McLaren will manage the projects traffic management; installation, maintenance & removal of temporary signage, lighting and guarding measures on construction projects and live carriageways (including pavements and public footpaths), management of vehicles & plant entering/exiting site & traversing within the site boundaries.

Site plan to be attached within Section 6 of this document.

2. Acronyms

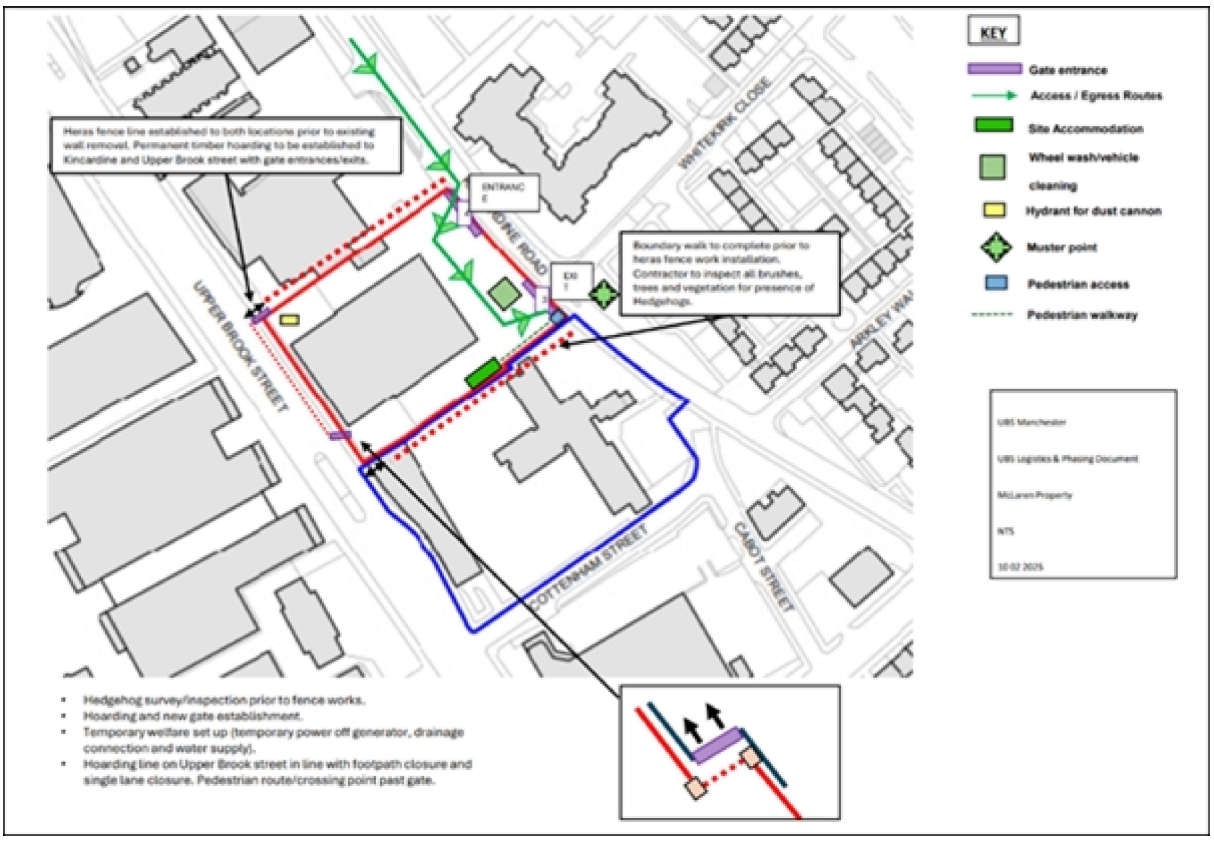
	OHL	Over Head Line
	DAB's	Daily Activity Briefing
	ROPS	Rollover Protective Structure
	FOPS	Falling Object Protection Structure
	NRMM	Non-Road Mobile Machinery

3. Site Information

3.1 Location

Project Address: 53-57 UPPER BROOK ST, MANCHESTER, ENGLAND
Post Code: M13 9QD

What Three Words: ///soccer.holly.noises



3.2 Primary Delivery information

The agreed normal site operating, and delivery hours are:

Period	Site Open Hours	Site Close / restricted hours.
Monday – Friday	08.00	18:00 onwards
Saturday	08.00	13:00 Onwards
Sunday	No Working on Sunday or Bank Holidays without prior written permission from the Client	
Bank Holidays	No Working on Sunday or Bank Holidays without prior written permission from the Client	

Restricted / closed hours need to be included within the delivery management system setup. Deliveries are to be planned according to the delivery management system with deliveries booked ahead of time.

Consideration will be given to allowing weekend or nighttime deliveries if required. This must be arranged with the project team and agreed prior to booking and conform to local planning requirements. Failure to conform will result in deliveries being turned away at the risk of the supplier.

A guide to booking deliveries has been created to assist all sub-contractors. A copy of this traffic management method statement in the SHEQ management plan and on the delivery management system. Training can be arranged for all sub-contractor administrators to ensure their understanding of these procedures.

Any unscheduled deliveries are at risk of being turned away from site and sub-contractors informed of their breach of site rules.

4. Traffic & Pedestrian Method Statement

4.1 Introduction

This traffic & pedestrian Method statement sets out the arrangements that are required to be followed to ensure that the risks involved in the movement of vehicles and plant and the interface with site personnel are identified and controlled as far as reasonably practicable.

As work proceeds the nature of the site will change and as additional or different risks are identified, revised controls will be implemented. Any revisions to this document as a result of these changes will be recorded and re-briefed as required.

The Traffic & pedestrian method statement relates to the planning and management of plant and people interface on the project.

4.2 Display / Communication of Information

The arrangements for traffic and pedestrian management will be communicated through the site-specific induction. Where further, more specific, information needs to be communicated additional toolbox talks and or the DAB's to the relevant site personnel.

It is intended that the Section 6. The Traffic Management & Pedestrian Plan drawing will be displayed in prominent positions on relevant site notice board(s) and will be specific to the site along with relevant sections from the Traffic Management Method statement and SHEQ Plan.

Note: Where the site drawing / sketch contains sufficient information, only this needs to be displayed. As seen within section 6. The Traffic Management & Pedestrian Plan drawing.

4.3 Hazard Identification

The hazards associated with plant / vehicle movements and the risks they present must be identified and assessed at the planning stage of jobs within section 5 of this document.

The key risks associated with mobile plant and vehicle operations on the site include:

- Vehicles and their loads striking pedestrians, particularly when reversing.
- Pedestrians being struck by something falling from mobile plant or vehicles.
- Pedestrians falling off mobile plant or vehicles / working at height.
- Vehicles striking services, obstructions, structures.
- Mobile plant or vehicles overturning.
- HIAB / lifting operations.

4.4 General Traffic Management Considerations

Item	Project Specific Details
Types of Vehicles Likely to Be on Site (Volume, Weight, Length etc).	Tower crane (2), Hoist, Piling Rig, Excavator, Dumper, HGV. Note non exhaustive list above.

Ground Conditions:	Existing tarmac hardstanding installed on the project. These are to be removed as part of the main construction works. Suitable crane mats to be installed as required.
On Site Parking Requirements/Availability	No on-site parking available on the project.
Off Site Parking Availability/Arrangements / Holding areas	1. Car Park Aquatics Centre, Manchester: Booth St E, Manchester M13 9SS 2. NCP Manchester Circle Square: Oxford Rd, Manchester M1 7ED
Emergency Services Access	Access to be maintained to the site. Access to site via Inchley Road.
Details of Public Trasport	• Manchester Piccadilly Station located 20-minute walk from the site (0.8mile). • Bus stop Brunswick Street (Stop ID: MANADGJA) Buses 50 & 53 4-minute walk from site (0.2miles)

4.5 Existing Hazards for Which Arrangements Must Be Introduced

Overhead Services:	No overhead services or underground services which will affect traffic management at this stage of the project. As a live documented this will be reviewed and amended at regular intervals or as a minimum monthly.
Underground Services:	Underground services have been identified through service maps. Authorisation will be issued before ground penetration activities are undertaken and any additional control measures identified to protect existing services.
Side Slopes & Gradient Issues:	Side slopes and gradient issues must be assessed. Through a combination of ground preparation, trackway and alternative routes, gradient and slide slopes will be managed to ensure level and stable vehicles. Where this is not practicable the assessment must detail the specific control measures required.
Weak Bridges & Culverts:	Not applicable
Restricted routes to site:	SWEPT Path analysis completed.
Parking restrictions in area:	No on-site parking.
Road control in place:	Traffic marshal to control access on to site. Traffic management arrangements to be installed by competent contractor. Alternative pedestrian access route to be installed.
Emergency routes to be maintained:	McLaren will ensure all operatives are made aware of the fire precautions and procedures during the site induction. It is important that individual contractors reinforce the actions required in the event of an emergency to their operatives. On no occasion will any designated escape routes be blocked or

	obstructed by building materials.
Type of roads (e.g. busy, one way, etc):	Busy urban roads, close proximity to hospital (road access required).
General information about area (e.g. schools, residential, shops, etc):	Project within a built-up urban area. Project to be in close proximity to Student accommodation, university building and a hospital.
Blind Spots:	None identified.
Restricted / Exclusion zones	Work activity to have exclusion zones established as required.

4.6 Pedestrian Traffic

The site layout plan details the location of pedestrian routes, vehicle routes, offices, welfare facilities and work areas, emergency exit routes or refuge areas.

Pedestrians are expected to follow designated pedestrian routes. These will be clearly identified on site. Pedestrians must not take short cuts and must only use designated crossing points.

The following identifies specific requirements for pedestrian traffic on this site:

- Obey instructions provided by the Plant and Vehicle Marshal.
- Use of designated crossing points where provided.
- Mobile phones must only be operated when in a safe area i.e. away from operating plant and vehicles.
- Site specific Personal protective equipment must be worn when accessing the project.

Physical Segregation of Vehicles and Pedestrians:	Pedestrians will be segregated from working operations wherever possible by the use of marked barriered walkways. Walkways will be routed away from particular hazards.

4.7 Refuelling

- All plant fuelling must be conducted at the designated location detailed on the site layout plan.
- Only proprietary fuel bowsers or fuel pods may be used.
- Fuelling of plant by means of transferring fuel from one vehicle to another is prohibited.
- No pedestrian personnel are permitted in the vicinity whilst the vehicles are being positioned in preparation for fuelling.
- Spill kits and plant nappies/ drip trays must be used when refuelling.
- Task specific PPE must be worn at all times.
- No smoking allowed within the refuelling area.
- Any containers used for refuelling smaller items of plant must be correctly stored and or disposed of when not in use.
- Designated refuelling areas are to be established with secured with fencing and appropriate signage (COSHH and spill response procedure).

4.8 Deliveries

- Upon arrival to site all delivery drivers will complete a Delivery Drivers Induction. The relevant contract supervisor must be available to deal with the delivery driver on their arrival to site.
- To ensure that safety critical instructions are communicated effectively, hauliers and suppliers must ensure drivers can understand the instructions given.
- Any vehicles used for routine delivery of materials to site must be fitted with a reversing alarm and provisions for all round vision.
- All reversing delivery vehicles must be under the control of a trained Plant and Vehicle Marshal, irrespective of any alarms or visual aids fitted. (Unless the need for Marshals has been eliminated).
- The preference is always to eliminate / reduce the requirement for reversing.
- Where mechanical lifting is undertaken I.e. forklift a specific RAMS must be in place for use of the equipment / operation.
- Where manual handling is required there must be a specific Manual Handling RA in place for the activity.

Any vehicles that will be loading / unloading goods / equipment using a lorry loader will also b e required to demonstrate:

- The operator has a valid CPCS / ALLMI card.
- There is a lift plan in place, completed and appraised by a competent person.
- Valid certificates are available for all lifting equipment and accessories.
- Slinger / Banksman

Failure to produce this documentation will result in deliveries being turned away at the risk of the supplier.

No delivery driver / operative will be permitted to carry out loading / unloading duties on site prior to being briefed on safe loading / unloading procedures. The delivery driver / operative briefing shall include requirements for the delivery driver to:

- Ensure vehicle flashing warning beacon/ hazard lights are always on whilst on site.
- Prior to unloading, ensure the vehicle is braked and / or stabilised, as appropriate, to prevent any unsafe movement during loading / unloading.
- Ensure that the loading / unloading area / storage area is free from tripping hazards.
- Ensure that necessary checks are made to ensure that there has been no load shift d uring transit, prior to opening curtains/loosening load restraint straps.
- Ensure that loading / unloading is carried out whereby the load is evenly spread to av oid
  the vehicle/trailer becoming unstable.
- Ensure that all personnel involved in unloading remain in a safe position, until all load restraining straps have been removed and the vehicle is fully prepared for unloading.
- Ensure that they remain in a position of safety whilst the vehicle is being offloaded.
- Ensure that there is safe access to the vehicle bed to control working at height risks.
- A copy of the daily activity briefing and delivery schedule is to be deliver/ provided to the gate man daily.

The offloading, storage and horizontal/vertical distribution of all plant, equipment, and materials is to be agreed within the subcontractor order prior to works commencing on site.

Routes to Material Storage Areas:	Designated material laydown area to be established. Designated plant access routes to be established. Pedestrians will be segregated from working operations wherever possible by the use of marked barriered walkways.
Routes for Material Movement:	Existing designated plant access roads to be utilised.

4.9 Plant Management

Plant deliveries:

- All plant deliveries to the project will be checked by the contractor supervisor. Once all the relevant paperwork and checks have been completed the McLaren package manager will issue the plant with a McLaren Plant Label with an individual identification number.
- Certificate of thorough examination to be issued to McLaren Package manager. Updated "Thorough Examination Certificates" are to be issued to McLaren as and when carried out and recorded on the site LOLER register by McLaren manager.
- Contractors to complete and record relevant pre use safety inspections on all items of plant prior to daily use. Records to be submitted to the McLaren package manager weekly as part of the contractor weekly returns on the field management tool.
- When unattended all vehicles/plant must be left immobilised, to prevent unauthorised access/ use.

Site Plant must have:

- Have flashing hazard beacon.
- Have audible reverse warning.
- Have seat belts fitted.
- Have a valid tax disc if operated outside of the designated licensed areas.
- Have rollover protective structure (ROPS) and / or Falling Object Protection Structure (FOPS) in accordance with the manufacturer's instructions (where appropriate).
- Be selected with regards to safety aspects of its use (i.e., size, duties, visibility, etc.).
- Wherever plant is used onsite, where reasonably practicable the plant shall be segregated from personnel through the management and physical arrangement of the workplace e.g. exclusion zones.

Where plant does not have the correct safety features or is not in a safe condition to use McLaren will not allow the plant to operate on site. Plant deemed to be unfit / safe to use will be sent from site at the contractor's cost.

4.10 Public Interface

- Measures in place to protect workers from passing traffic are as follows:
- Warning signs to be erected in advance of access / egress points and work activities where there is an interface with the public.
- Work areas shall be demarcated.

4.11 Plant & Traffic Site Rules

- On arrival to the project, all visitors and new staff must have completed their online induction. A site-specific induction will also be required.
- Prior to entering the site, personal must report to the site supervisor who will brief them on the site hazards.
- Pedestrians must stick to segregated areas and must not to approach moving vehicles, or vehicles with the engine running without prior approval from the driver.
- Pedestrians are to stay vigilant, and visitors are to be escorted whilst on site.
- Pedestrians must not go through any closed barriers or move any cones preventing access. These work areas must only be entered under the direct supervision of an appointed Plant and Vehicle Marshal and must be made aware of hazards such as wire ropes at all heights, winching operations, other items of plant and machinery and personnel working in the vicinity.
- Pedestrians must only cross at designated crossing points when crossing from one route to another, or when accessing a work task area. Pedestrian movement will be minimised wherever possible to avoid people and plant interface.
- Site speed limit is 5 mph.
- The use of seat belts is mandatory.
- Mobile phones must not be used whilst driving or operating plant.
- Eating or drinking whilst driving or operating plant is prohibited.
- All reversing must be controlled by a Plant and Vehicle Marshal (unless the need has been eliminated). The preference is always to remove the requirement for reversing and plant and people interface therefore negating the requirement for a Marshal.
- Engines to be switched off prior to leaving the cab and keys removed from the plant / vehicle when not in use.
- Full PPE must be worn at all times when outside of the cab.
- Plant refuelling operations must be carried out as identified within section 4.7.
- All personnel on site must wear high visibility clothing such that vehicle drivers readily see them.
- When using remote controlled plant, the safe positioning of the Operator and Plant & Vehicle Marshal must be agreed prior to any movement on-site and travelling between site locations.
- Drivers / operators are to carry out pre-use safety checks of the unit prior to use each shift.
- No passengers are to be carried unless the vehicle is specifically designed to do so.
- No person is allowed to operate vehicles and plant unless trained and authorised to do so.

5. Traffic Management Risk Assessment

Arrangement	Possible Risk	Who may be harmed	Risk			Action required to reduce risk to an acceptable level
			L	M	H	
Site Entrance and Exit; Separate entrance(s) must be provided for pedestrians. Adequate sight lines for vehicles. Signage and provision of information. Security and control of access. Additional controls to allow safe access and egress, e.g. Vehicle Marshal, one way system	Contact with delivery vehicles or public vehicles.	Operatives, Public		x		Alternative public routes provided to help pedestrians. Vehicle banksmen and marshals to control the McLaren plant / vehicle gates. Signage and provision of information. Additional controls to allow safe access and egress, including: Vehicle Marshals, and one-way system. Measures to prevent pedestrians accessing plant areas (proprietary safety barriers).
Parking Areas; Separate worker parking, delivery areas and site vehicle parking. Temporary delivery vehicle parking/ holding areas. Safe pedestrian access from parking to offices, welfare facilities and workplaces.	Congestion, increased traffic leading to accidents, annoyance of public/client, pedestrians hit by cars	Public		x		Vehicle banksmen and marshals to control deliveries. Pedestrian walkways on site to be maintained. Delivery booking system to be implemented.
Vehicle Pedestrian Segregation Vehicles & pedestrians must be segregated with physical barriers at all interfaces with traffic routes.	Hit by vehicle	Public, operatives		X		Segregated routes put in place for pedestrians. Traffic segregation routes to be in place on site. Suitable crossing points established. Suitable warning signage for both pedestrians and plant operators.
Eliminating/Minimising Reversing Vehicles	Hit by vehicle	Operatives		x		Vehicle marshals/Banks man to manage reversing vehicles. SWEPT Path Analysis completed for the project.
Offices and Welfare Facilities; Locate away from primary site traffic	Personnel too close to site activities	Site operative, site staff	x			Site welfare to been located away from site working area and established as a PPE free

routes.						zone. Pedestrian segregation will be in place at all times. Safe zone established around welfare area.
Road/Pavement Closures	Pedestrians forced into traffic flow	Public, operative		x		Alternative routes put in place around the footpaths and site, with appropriate directional / warning signage.
Primary Traffic Routes; Physical protection where pedestrians are at risk of being struck by vehicles or their loads. Establish safe crossing points.	Hit by vehicle	Public, operatives		x		Alternative routes put in place around the footpaths and site, with appropriate directional signs. Any works within the roads to be under specific risk assessment.
Secondary Traffic Routes; Define safe routes for vehicles and protect pedestrians where vehicles regularly pass.	Hit by vehicle	Public, operative		x		Traffic management plan to be shared with all contractors, contractor to distribute to suppliers / haulage drivers. They are to be inducted and made aware of local traffic routes. Larger vehicles to be booked in advance and marshalled to site if necessary. Out of hours working may be required for specific elements i.e. tower cranes
Loading and Storage Areas; Specify loading and storage areas. Locate areas away from frequent pedestrian activity. Keep delivery vehicles and site vehicles apart.	Delivery vehicles	Public, operatives		x		Deliveries to be just in time and to point of work. All deliveries to be marshalled and controlled within the designated storage area, not on the roadside.
Interface with Public	Unauthorised access	Public	x			Perimeter fencing / hoarding to be secure and regularly maintained. All alternative pedestrian routes to be monitored and maintained where provided by McLaren.
Unauthorised Vehicles accessing site	Unauthorised access / Unaware of site rules / Theft	Operatives	x			Deliver drivers attending site to complete drivers site induction prior to access the site. Designated security gate man to be appointed. Access gates to be closed when not in use

						to prevent unauthorised access.
Excess site traffic	Risk of congestion	Public, operatives	x			Deliveries to be booked in with McLaren utilising the DMS (Delivery Management Systems).
Unloading wagons	Falls from height, Struck by falling objects Struck by vehicle Falling load due to uneven ground conditions	Public / operatives		x		Visual inspection of ground conditions along the designated route to be completed / Temporary works approval where required. Designate routes to be used by the delivery driver. Use of mechanical lifting aids to reduce manual handling. Safe Access to wagon bed. Suitable lift plans/ RAMS / Manual handling RA in place for activity.
Reversing Vehicles	Collison with people, plant, materials or equipment	Public Operatives		x		Traffic management plan to be shared with all contractors, contractor to distribute to suppliers / haulage drivers. They are to be inducted and made aware of local traffic routes. Larger vehicles to be booked in advance and marshalled to site if necessary.