TRAFFIC MANAGEMENT PLAN
Costa Drive Thru Wrexham
Border Retail Park

Declaration

TJM Projects Ltd confirm that this Traffic Management Plan has been prepared following the relevant site inspections. The Traffic Management Plan is issued in accordance with relevant legislation where applicable.

Revision	Description	Date
1	First Issue	14/05/25

Contents

1.0 PROJECT INFORMATION 2
1.1 Purpose and scope 2
1.2 Project location 2
1.3 Site constraints / impacts 3
1.4 Traffic management objectives and strategies 3
1.5 Responsibilities 4
2.0 STATUTORY REQUIREMENTS 5
2.1 Occupational safety and health 5
2.2 Responsibilities 5
2.3 Emergency procedures for a traffic incident 6
2.4 Trip hazards 6
3.0 PLANNING 7
3.1 Risk identification and assessment 7
3.2 Legislative and other provisions 7
3.3 Traffic assessment (vehicular traffic) 8
3.4 Cyclists and pedestrians 8
3.5 Access to adjoining properties 8
3.6 Site deliveries 8
4.0 IMPLEMENTATION 8
4.1 Hazard identification, risk assessment and control 9
4.2 Traffic plans 9
4.3 Delineations 9
4.4 Communicating TMP requirements 10
5.0 MONITORING AND MEASUREMENT 10
5.1 Site inspections and record keeping 10
5.2 TMP auditing 10
5.3 Public feedback 10
6.0 MANAGEMENT REVIEW 10

1.0 PROJECT INFORMATION

1.1 Purpose and scope

This Traffic Management Plan (herein referred to as the TMP) provides the traffic management procedures to be followed by any and all parties associated with this site. This includes external contractors appointed by the client or any other stakeholders. This TMP is used to communicate the procedures required to ensure site traffic moves safely throughout the works.

1.2 Project location

Border Retail Park, Holt Road, Wrexham, LL31 8NG On the aerial photo below the project in the centre of the view.



1.3 Site constraints

The proposed site for the Costa Coffee Drive thru is to be located on the Border Retail Park adjacent to the Tesco Petrol Station which is located to the East of the Proposed site. Border Retail Park is a popular shopping destination in Wrexham and is extensively used by the public. Within 100m of the site is Capel Y Groes and Wrexham & district War Memorial Club, Burger King and other retail units. The proposed site is currently situated within the car park area of the Border retail Park.

1.4 Traffic management objectives and strategies

The objectives of the TMP are to:

- Provide for a safe environment for all road and pedestrian users;
- Provide protection to workers, visitors, agents of the client and the general public from traffic hazards that may arise as a result of construction activities.
- Minimise the disruption to all road users and pedestrians.
- Ensure access for relevant occupiers are maintained at all times.

To achieve the above objectives, the TMP will:

- Ensure that appropriate / sufficient warning and information signs are installed, and that adequate guidance is provided to delineate the travel paths through the work site.
- Ensure that the work area is free of hazards and that all users are adequately protected from obstructions.
- Ensure that all needs of road users, motorists, pedestrians, cyclists and people with additional needs are accommodated at and through the work site.
- Provide for work activities to be undertaken sequentially to reduce the adverse impacts of the work.
- Provide for safety procedures to enable work personnel to enter and leave the work area in a safe manner.

1.5 Responsibilities

We will take the utmost care to prevent the risk of injury and / or property damage to employees, sub-contractors, other tenants, road users and members of the public. Work will not commence until all appropriate signs, devices and barricades are in place and in accordance with the requirements of the TMP. All necessary signs will be installed at the work site to direct and regulate traffic movements around the site and any relevant work activity such as lifting operations. It should ensure that adverse impacts associated with the works are kept to a minimum.

To assist in meeting these objectives the TMP provides information on:

- The scope of works
- Site conditions
- Permissible working times
- Procedures and responsibilities
- The Traffic Control Diagram (TCD)

The contract and project managers have the ultimate responsibility and authority to ensure the TMP is implemented for the prevention of property damage and injury to employees, sub-contractors, tenants, road users and all members of the public. They will ensure the team makes all site personnel fully aware of their responsibilities and any nominated traffic-controllers are appropriately trained and accredited.

The following outlines the management hierarchy that will apply to the works:

Traffic Management Responsibility Hierarchy

Contract Manager

↓

Project / Site Manager

↓

↓

Contractors Transport Banksmen

2.0 STATUTORY REQUIREMENTS

2.1 Occupational safety and health

TJM as principal contractor has a statutory duty of care to provide a safe workplace for all personnel working at the site, accessing the site or impacted by any activity, including employees, contractors, all sub-contractors, visitors to the site and the general public.

This TMP forms part of the TJM construction phase plan and provides details on how all users are considered likely to travel through, past, or around the works, and how those impacted by the works will be safely and efficiently managed for the full duration of the site occupancy.

2.2 General responsibilities

2.2.1 Contract manager

Shall:

- Ensure all traffic control measures for this TMP are placed and maintained in accordance with this plan and (if applicable) any relevant Acts, Regulation, Codes, Standards and Guidelines
- Ensure suitable communication and consultation with the relevant parties is maintained at all times
- Arrange and / or undertake any necessary audits and incident investigations

2.2.2 Project and site managers

Is responsible for overseeing the day-to-day activities, and is therefore responsible for the practical application of the TMP, and shall:

- Instruct workers on the relevant safety standards, including the correct wearing of high visibility safety vests, safety boots and other equipment as required
- Ensure traffic control measures are implemented and maintained in accordance with the TMP
- Take appropriate action to correct unsafe conditions, including any necessary modifications to the TMP.

2.2.3 Contractors banksmen

Will ensure that:

- At least one person involved in activities is a nominated banksman
- That any traffic management devices set out are in accordance with the TMP
- Traffic is co-ordinated between sub-contractors and those affected by the works on a daily basis

2.2.4 Contractors transport banksmen

Shall be used to control specific contract road users to avoid conflict with tenants, plant, workers, traffic and pedestrians, and to stop and direct traffic in emergency situations. Contractors' traffic banksmen shall:

- Operate in accordance with their training.
- Be suitably experienced and competent.

2.2.5 Workers and sub-contractors

Workers and sub-contractors shall:

- Correctly wear all site specified protective equipment required (high-vis, footwear, helmet,) and use additional protection if required (sun protection, eye protection etc.), at all times whilst on the worksite
- Comply with the requirements of the TMP and ensure no activity is undertaken that will endanger the safety of other workers or the general public
- Enter and leave the site by approved route and in accordance with safe working practices

2.3 Emergency procedures for any traffic incident

In the event of an incident involving TJM Projects or any other contractor working at Costa Coffee Drive thru Wrexham, all work shall cease, and immediate traffic shall be stopped to avoid further deterioration of the situation. First Aid shall be administered as necessary, and medical assistance shall be called for if required. For life threatening injuries an ambulance shall be called on telephone number 999. The Police shall also be called on 999 for traffic incidents where life threatening injuries are apparent.

2.4 Trip Hazards

The worksite and its immediate surroundings shall be secured by the installation of suitable double clipped Heras fencing and access gate(s) which will be secured during and after work hours. Unauthorised access to the work site is prohibited. The area around the site is car parking and relatively flat & free from obstructions. All works will be contained within the fenced area of the site including loading & unloading of materials & deliveries.

3.0 PLANNING

3.1 Risk identification and assessment

Risk analysis of the proposed works has identified a number of risk events / items that will be managed by effective traffic management planning and the implementation of this TMP. All identified risks have been addressed by the development of this TMP. Unforeseen risks arising during the works will be treated in accordance with standard work practices and procedures where appropriate.

Risk	Existing Risks			Control Measures	Residual Risk		
	L	S	Rating		L	S	Rating
Workers being hit by vehicles during set up and dismantling of site compound and deliveries	3	5	15	Banksmen to be used in all operations. Strict speed limit of 5mph. Audible reversing where possible.	1	5	5
Vehicles crashing into or through the worksite barriers injuring workers.	2	5	10	Tenants informed of works prior to commencement. Clear signage and warnings placed on site barriers.	1	5	5
Pedestrians getting too close to the work area and being injured by machinery or tripping.	4	4	16	Re-direct pedestrians. Provide pedestrian containment fencing around work area. Provide pedestrian routes.	1	4	4
Crashes due to traffic from compound access entering roadway.	3	4	12	Banksmen to direct vehicles leaving site.	1	4	4
Construction traffic entering or leaving the work site may stop unexpectedly or behave in an unexpected manner	3	4	12	Construction vehicles fitted with warning devices. Operators instructed on safe procedures and banksmen will assist drivers in entering or leaving work site.	2	4	8
Construction plant such as excavators and telehandlers injuring workers and / or damaging goods and equipment	3	4	12	Correct signage to be displayed. Ensure areas are clearly segregated, and operations are clearly communicated (beacons etc.) Ensure the use of high-vis vests at all times	1	4	4

Risk Identification and Response Table

3.2 Legislative and Other Provisions

The TMP has been developed and shall be implemented with due consideration and in accordance (where required) with the following legislative, environment and industry standards:

- Health and Safety at Work Act 1974.
- Construction Design and Management Regulations 2015
- New Roads and Street Works Act.
- Road Traffic Act.
- Chapter 8 – Traffic Signs Manual.
- The Highway Code (HMSO publication, ISBN 0-11-550962-3).
- HSG136 – Workplace Transport Safety: An employer's guide.
- HSG144 – The Safe Use of Transport on a Construction Site.
- HSG151 – Protecting the Public.
- INDG199 – Workplace Transport Safety: An overview.

We shall ensure that the requirements of these documents and other relevant information will be monitored and the TMP adjusted to meet changing requirements where necessary.

3.3 Traffic assessment (vehicular traffic)

On a daily basis TJM will have operatives vehicles attending site along with sub-contractors this will be a mix of cars & vans. There is limited parking on site within the site boundary, vehicle sharing is promoted to minimise vehicles required on site, there are also environmental benefits to minimising vehicles on site.

The access into the site will be via the roundabout located at the junction of Holt Street & A5152 passing the Tesco Petrol Station into the Border Retail Park.

Any larger vehicles such as supplier HGV will be booked in advance and times agreed where possible to avoid peak times between 9am and 10.30am and from 3.30pm to 5.00pm



3.3.1 Existing parking facilities

Onsite parking is available to contractors within the compound for commercial vehicles. It is anticipated that those attending site in personal cars (designers, building control etc.) will be able to utilise spaces in the wider car park at Border Retail Park.

There is a general site speed limit in place, with appropriate signs at the entrance.

3.3.2 Heavy and oversized vehicles and loads

The site existing roads at the Border Retail Park are designated heavy haulage routes or ‘high-wide load’ routes, however all HGV’s (excluding articulated transport) will encounter no significant access issues. It is not envisaged that any materials to be used on this project require articulated delivery.

3.3.3 Public transport

It is not anticipated that the works will affect public transport.

3.3.4 Special events and other concurrent works

TJM, as of the date of issue, have received no notifications of any special events or significant other works that will restrict or prevent access to site for the duration of the works.

3.4 Cyclists and pedestrians

The Border Retail Park has a significant number of pedestrians entering the general area to access the retail park. There are suitable pedestrian walkways external to the premises. There are no cycle racks currently in proximity to the compound. The site induction will remind contractors of the public nature of site.

3.4.1 People with disabilities and other vulnerable road users

There is no local schools or medical facilities within the immediate location of the Border retail Park

3.4.3 Crossings

There is a zebra crossing within 25m of the proposed site within the Border Retail Park however, this should not be impacted by the planned works as there is no need for TJM Site vehicles to be transiting via that route. Heras fencing will be in place to the boundary of the work site and direction & warning signs will be put in place to assist any pedestrians close to the work area.

3.5 Access to adjoining properties

A clearly defined pedestrian walkway will be established around the entire site perimeter to facilitate normal access to adjoining retail units.

3.6 Site deliveries

All deliveries to and collection from site are to be booked in with the site team. The details of the planned delivery / collection times will be noted. Any vehicle that comes outside of their allotted time will be turned away unless there is room on the site to safely accommodate the vehicle. Any vehicle that has not been booked in might risk being refused entry onto site if there is not enough room to safely accommodate. Transport banksmen will be available to supervise all vehicle movements. Storage / collection areas will be set up on site for the delivery and collection of all materials to and from site.

Waste collections have been scheduled for 7am slots, and material deliveries will be scheduled to avoid peak traffic times within the park. Wherever possible deliveries will be booked to be pre-8am.

4.0 IMPLEMENTATION

4.1 Hazard identification, risk assessment and control measures

In establishing adequate controls for the hazards identified in Section 4.1, we have used a structured approach via the use of the hierarchy of control as outlined below:

- Elimination
- Substitution
- Engineering
- Administration
- Personal Protection Equipment

Adjustments are to be made as required and if significant will be recorded, including reasons for the changes. New hazards that arise throughout the work will be subject to risk assessment and any changes incorporated into the TMP.

4.2 Traffic plans

Traffic plans are displayed the site notice board and are included in the site induction.

4.3 Delineations

Internal delineation within the site compound will generally be Chapter 8 barriers erected in accordance with an agreed layout plan. Cones and bollards will be used as temporary measures to define job specific tasks on a daily basis as required. All cones or bollards will be inspected daily and where displaced or missing made good immediately.

The base of the cones and bollards shall be designed to be stable under reasonably expected wind conditions. The Supervisors and / or banksmen will inspect the barriers at frequent intervals to ensure any miss-alignment or damage is immediately rectified.

Externally the pedestrian walkway will be delineated by chapter 8 (or suitable alternative) around the main compound fencing. These will be secured into position to prevent toppling and movement and added to the temporary works register.

4.4 Communicating TMP requirements

The requirements of the TMP will be communicated to all personnel entering the site through the site induction program.

5.0 MONITORING AND MEASUREMENT

5.1 Site inspections & record keeping

The Site or Project Manager will ensure that the Traffic Management Plan is implemented and evaluated for effectiveness. The relevant Manager shall inspect and monitor traffic movements around the site in conjunction with the personnel who have erected the control measures.

Inspections shall be undertaken as required and at a minimum on the following occasions:

- Before the start of the work activities on site
- Weekend working (if applicable)

Any significant variations or changes will be recorded indicating:

• When changes to controls occurred and why the changes were undertaken;
• Any significant incidents or observations associated with the traffic and pedestrian controls, and their impacts on road users or adjacent properties.

5.2 TMP auditing

This TMP is submitted to the Principal designer, Border Retail Park Management & client for comment and forwarding on to any relevant stakeholders associated with the project. Regular site inspections are diarised, and should any issues arise requiring significant alteration of this plan, then the revised document will be submitted for approval as above.

5.3 Public Feedback

Should comments and complaints be received from any party they will be registered and recorded. These will then be raised in the relevant briefings between the client, principal designer and principal contractor for review and actions if required.

6.0 MANAGEMENT REVIEW

TMP review and improvement

As this project is 18 Weeks and of a static nature, a review of the effectiveness of the TMP will be undertaken by the Contract Manager at around the mid-point of the works, or otherwise when significant changes occur that impact upon this TMP.