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CONSTRUCTION TRAFFIC MANAGEMENT PLAN

Chapter Court, Wrexham



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1. APPOINTMENT

The Construction Traffic Management Plan [CTMP] has been prepared by Real Planning on behalf of the APPLICANT for the Chapter Court commercial development on Queen's Square, Wrexham in order to satisfy Wrexham Council Environment Department's requests following a Pre-application Enquiry [see Appendix 1 to this document].



2. INTRODUCTION

The Construction Traffic Management Plan strategy in respect of the redevelopment of Chapter Court with a new purpose-built food hub, is one of minimising the contact wherever possible between public and construction site traffic, reducing the number of construction deliveries where practicable, the staging of construction deliveries such that the volume of traffic is kept as even as possible avoiding highway peaks, and finally, controlling the likely vehicular movements on the project.

Every year approximately 70 people are killed or injured by vehicles 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 and Safety Executive (HSE) expect to see traffic management plans that deal with planning and managing both vehicles and pedestrian routes to ensure:

- the elimination of reversing where possible;
- safe driving and working practices;
- protection of the public;
- adequate vision and lines of sight;
- the provision of signs and barriers;
- adequate parking, turning and unloading/storage areas.

If further information on this topic is required, please contact the Health and Safety Manager on site or at Wrexham County Borough Council. A free leaflet is available from the HSE website

www.hse.gov.uk/pubns/indg199.pdf

3. GENERAL CTMP OBJECTIVES

- The controlled movement of traffic and pedestrians involved in the project is imperative to the correct running of the site.
- The health and safety of all operatives, vehicles and pedestrians accessing the site shall be maintained at all times.
- The control of traffic movements around the site and lifting and storage of materials must be maintained to provide a safe working environment.
- The control of security at the site is to be implemented to ensure the passage of vehicles onto the site is monitored, therefore avoiding a build-up of traffic on the adjacent highway.
- The control of vehicle debris (i.e. dust, mud and oil) must be controlled to provide minimum impact on surrounding property and highway.

4. CONSTRUCTION TRAFFIC MANAGEMENT PLAN

All site deliveries will be directed via Rhosddu Road and Argyle Street to gain access to / from the site and avoid vehicles trafficking on Hope Street or Queen Street unless alternatively agreed with the local highway authority Wrexham County Borough Council (WCBC) Traffic Management Officer.

Some use of Queen's Square may be necessary but this will only be done with the approval of the Wrexham County Borough Council (WCBC) Traffic Management Officer.

Immediately upon commencement of the construction, all deliveries, operatives and visitors to the construction site will report to the site office located on site. This must be communicated to all works contractors at their pre-start meeting. They will be informed by site staff of Emergency Procedures, Assembly Points, First Aid, Site Rules, etc. All contractors working within the site will be made aware of the staff vehicle parking area within the identified car park.

An integral part of the progress meetings held with all contractors will be the delivery schedule proforma. All contractors will be given details of proposed timing of material deliveries to the site, together with the specific area of delivery / storage.

The CTMP and the control measures therein are included within all contractor enquiries to ensure early understanding and acceptance/compliance with the rules that will be enforced on this project.

Given the local on-street parking restrictions there will be no available staff / visitor parking within the site. Under no circumstances will construction / delivery vehicles be permitted to lay-up off-site within the surrounding road network.

4.1 Delivery Vehicles / Laying Up

Delivery times will be limited to working hours. This condition forms part of the subcontract documentation and the contractors will be notified. Deliveries are booked in with the Construction Site Project Manager.

4.2 Construction Site Administration

Responsibility for the construction traffic is that of the Construction Site Project Manager who will:

- ensure that contractors and suppliers follow procedures set out by booking in deliveries;
- prevent unauthorised parking and congestion by contractor's vehicles;
- provide security and a banksman where required;
- maintain adjacent highway in a clean and safe condition.

4.3 Vehicle Routing

All site deliveries will be directed via Rhosddu Road and Argyle Street. If necessary (i.e. requested by WCBC), a strategy will be implemented to guide construction traffic and staff to the development site via the approved route.

The access points will be maintained for deliveries. The WCBC Traffic Management Officer will be consulted to approve this route and any other controls deemed necessary.

4.4 Main Site Access & Loading / Unloading Area

The construction phase is yet to be determined but it is intended to service as much of the construction phase from the rear of the site via Rhosddu Road and then off Argyle Street. No site delivery or construction vehicles will be permitted to park on Argyle Street or Rhosddu Road.

4.5 Vehicle Type and Number

The only vehicles required to access the site will be construction and delivery vehicles. The total number of vehicles is an unknown quantity prior to the appointment of the construction although the size and weight of vehicle will be determined by any constraints within the existing highway network route.

4.6 Wheel washing and Dust Suppression

A wheel-washing area is to be provided as necessary to ensure all vehicles will be cleaned on-site prior to exit. A careful check will be undertaken after

each site vehicle exit to ensure no loose material or mud has been allowed to enter the highway. Should this occur, street sweeping will be immediately undertaken as required by the Highways Act. All vehicles will be sheeted if required to prevent dust and falling material.

4.7 Project / Site Manager's Checklist

Both the Project Manager and Site Manager will utilise the following checklists to ensure the safest method of working.

Checklist 1 – Site / Project Manager’s Vehicle Routes Checklist

		YES	NO	N/A
Q1	Are vehicle routes clearly separated from pedestrian routes? If No see Action 1.			
Q2	Do routes allow easy access to delivery areas? If No see Action 2.			
Q3	Are routes kept free of obstructions? If No see Action 3.			
Q4	Are routes clearly and suitably signed? If No see Action 4.			
Q5	Do routes reduce the need to reverse? If No see Action 5.			

Vehicle Routes - Actions to be Taken

		Action
1	Ensure routes are clearly designated and pedestrians protected	Routes clearly signed and segregated
2	Plan routes to allow safe access / egress	Assessed
3	Keep access routes clear	Check daily
4	Ensure sufficient signage is maintained	Check daily
5	Plan deliveries to reduce need for vehicles to reverse	Check during ordering process

Checklist 2 – Site / Project Managers Vehicle Movements Checklist

		Yes	No	N/A
Q1	Are highway routes planned to reduce the need for excessive vehicle movement? If No see Action 1			
Q2	Are vehicles fitted with audible reversing aid? If No see Action 2			
Q3	May some vehicles reverse without audible aid? If Yes see Action 3			
Q4	Can pedestrians have a clear view of traffic movements at crossings and at main site access? If No see Action 3			
Q5	Will vehicles run the risk of depositing mud on the highway? If No see Action 4			
Q6	Will vehicles require sheeting? If No see Action 5			

Vehicle Movements – Actions to be Taken

		Action
1	Ensure highway routing is suitable	Review daily
2	Request aids are fitted	Where available
3	Vehicles reversing without aids must be banked when reversing	Appoint banksman
4	Ensure drivers are aware of pedestrians and give way – pedestrian signing where necessary	Contractor briefing of staff
5	Provide on-site wheel wash facilities	Contractor to arrange
6	Ensure provision of sheeting gantry if required	Vehicles to be sheeted

4.8 Deliveries of Construction Materials

The construction period has yet to be determined but if required WCBC may recommend a highway condition restricting construction periods. Hours of operation will be as per agreement with WCBC. However, the following hours of construction are proposed:

- 08:00 – 18:00 Monday to Friday
- 08:00 – 13:00 Saturday.
- No construction work on Sundays or Bank Holidays

4.9 Construction Staff Trips

It is unknown at this time the likely maximum or minimum number of staff on site daily at any one time. Most will be local contractors and others arriving from outside the area. Contractors must park in local Council car parks and not use residential streets.

Extended and earlier working hours are commonplace in the construction industry. Working hours at the site will be restricted to the above with 'am' working hours on Saturday, if necessary. Arrivals will tend to take place between 07:00 and 08:00 when staff would be expected to arrive at work and depart between 16:00 to 18:00 at the end of the working day – dependent upon the available daylight.

The above times fall outside of the normal peak periods on the road network and, therefore, the impact of the construction journeys to work should not coincide with the busiest periods on the local road network.

As stated previously, there will be no on-site parking facilities.

4.10 Construction Traffic Methodology

As it relates to best construction processes / safety as well as deliveries, it is important to note the following traffic-related steps:

- temporary highway route signage if required by WCBC;
- full / part time on-site banksman.

5. SUMMARY

This Construction Traffic Management Plan considers the traffic impacts that could arise during construction of the proposed development and outlines the principles to manage site operations with the view to minimising any transport and traffic-related issues during the construction period.

Consideration of the construction related traffic likely to be generated by the proposed development and the route available to / from site has been undertaken in detail. The proposed route is detailed Section 3.3 to this Statement.

This CTMP sets out a variety of mitigation measures during construction which may be implemented to minimise the impact of the construction traffic on the environment and local communities, including best practice techniques.

In order for the CTMP to be most effective, it is proposed that it is promoted to all employees and subcontractors coordinated by the Construction Site Project Manager. It is also important that it is constantly reviewed.

Most importantly, it is noted that the developer will work closely at all times with WCBC Traffic Management Officer to ensure that all and any deliveries are approved and are undertaken in full accordance with their recommendations.

APPENDIX 1: INFORMATION RECEIVED REGARDING HIGHWAY ISSUES

MEMORANDUM



From: Planning Control Manager

To: Chief Officer Planning & Regulatory
FAO: **Sharon Holman**

Our Ref: PR/Pre/2019/024

Your Ref: ENQ/2019/0121

Date: 29th May 2019

Proposed Change of Use of The Service Yard into a Court Yard, Opening up of The Existing Retail Units to create a Micro Retail and Food Court creating a link between Hope Street, Rhosddu Road and Queen Street.

I refer to your email / enquiry dated 17/05/2019 in respect of the above.

Access

The development site is bounded by Rhosddu Road (Classified Road) to the north, Hope Street (Classified Road) to the south, Argyle Street (Unclassified Road) to the west and Queen Street (Classified Road) to the east.

The site is located within the Wrexham Town Centre pedestrianized zone. The only route to the existing service yard is via Rhosddu Road / Argyle Street. The current traffic regulation order in place leading to the service yard prevents any parking or loading along Rhosddu Road / Argyle Street.

No vehicles (including deliveries) are permitted onto Queens Square. This area has bollards in place to prevent vehicle access.

Deliveries are permitted along Queen Street with access via Lambpit Street exiting either via Henblas Street or Hope Street.

Deliveries are permitted along Hope Street with access via Regent Street.

I assume that any retail units / offices etc. fronting Queens Square and Argyle Street have to be serviced via the existing service yard.

Servicing / Deliveries

I assume that any retail units / offices etc. fronting Queens Square and Argyle Street have to be serviced via the existing service yard in terms of both deliveries and waste collection / recycling. Given the existing Traffic Regulation Orders in place along Rhosddu Road / Argyle Street (ie/ no waiting / no loading), all deliveries / waste collections must take place within the yard with vehicles having to enter, off-load / load, turn and exit. Some delivery vehicles may utilize the existing turning head at the end of Argyle Street and reverse into the service yard.

I assume that vehicles entering the service yard comprise some staff vehicles (cars), HGVs, refuse vehicles (11.2m long) and transit van vehicles / box vans.

At present it would appear possible for a number of delivery vehicles to enter the service yard at the same time without blocking each other in. However, if the proposed development is supported, the service yard would be lost and there would appear to be very limited space remaining for existing deliveries. Any deliveries would have to be co-ordinated so only one vehicle arrived on site at any one time which would seem impractical.

No details of how deliveries / waste collection would be managed in this instance have been provided. I would recommend that further details of the type / size / frequency of vehicles is provided and how deliveries would be managed.

I assume that a significant number of pedestrians pass through Argyle Street during the day. Consideration needs to be given on what impact any concentration of deliveries just inside the turning head will have on pedestrian safety. I assume that all vehicles entering the restricted delivery area (Site Plan – Drg. No. R362-27-A1) will have to now reverse within the turning head where previously they could well have been able to enter the service yard in a forward gear, turn within the yard and exit in a forward gear.

Parking Provision

It is not clear as to whether staff working at the existing retail units park within the existing service yard. Further clarification is required on this matter.

Waste Collection / Recycling

It is important that any proposed bin store / compound is of adequate size / design to accommodate the required number / type of bins and does not impact on the adjoining highway.

I would strongly recommend that you consult with our Waste Strategy Officer – Catherine Golightly on Tel: 01978 729693 to discuss the above detail and the adequacy of any area allocated to waste collection and how it will be serviced.

Planning Control Manager

