Construction Traffic Management Plan (CTMP)

Site Address: Colliers Arms, Chapel Street, Ponciau, Wrexham, LL14 1SE
Planning Reference: P/2024/1585

This Construction Traffic Management Plan (CTMP) is submitted to discharge Condition 7 of the approved planning permission, which requires the agreement of measures to ensure highway safety and limit disruption during construction works. The proposals outlined here take into account the site constraints, the narrow nature of Chapel Street, and the proximity of other residential properties.

---

1. Introduction
The works will involve the conversion of the former Colliers Arms public house into a single dwelling. Due to the site's location on a narrow residential road, particular care will be taken to ensure the safety of the public highway, maintain access for neighbouring properties, and avoid unnecessary disruption.

The majority of the building work will be overseen by a main contractor, who will manage the programme of works in conjunction with the client. The client will take over coordination of certain aspects of the project, including subcontracted works, at agreed stages. When doing so, the client will refer to the site deliveries log to ensure no conflicts in scheduling arise. Between them, the contractor and client will manage deliveries, parking, waste management, and health and safety measures on and around the site.

---

2. Working Hours
Construction works and site activity will be limited to the following hours:

Monday to Friday: 08:00 to 18:00

Saturday: 08:00 to 14:00

Sundays and Bank Holidays: No work will take place

These hours have been chosen to minimise disturbance to neighbouring residents.

3. Site Access and Management of Vehicle Movements
Access to the site will be via the existing vehicle entrance off Chapel Street. Every effort will be made to ensure continued access through Chapel Street is not blocked or hindered at any point.

Scaffolding will, where possible, be kept within the site boundary. However, in some cases scaffold may need to be positioned on or near the public footway. In such instances, appropriate licences will be sought from the Council and the necessary public liability insurance provided. All scaffold will be erected in accordance with the relevant regulations and maintained in a safe and secure condition, with appropriate lighting and visibility measures where required.

Due to the narrowness of Chapel Street and the lack of formal turning areas, deliveries involving panel vans or larger vehicles will be managed with care. Drivers will be instructed to reverse into the site where feasible. A responsible workman will be present during manoeuvres to help ensure the safety of both pedestrians and other road users.

The applicant and contractor will contact the Highway Authority's area surveyor at highwayroadworks@wrexham.gov.uk prior to commencement to arrange a pre-start meeting, agree the finer details of managing works, and secure any required permits for scaffolding or other temporary highway use.

Vehicles will not be left idling or obstructing the highway under any circumstances.

---

4. Delivery Timing and Coordination
To reduce congestion and ensure safe movement of traffic:

- Deliveries will be scheduled to avoid peak hours. On weekdays, this will mean avoiding 08:00–09:00 and 15:00–18:00.
- Weekend deliveries will be limited and subject to prior arrangement to minimise disruption to residents.
- Delivery drivers will be advised not to attend during school run times or at periods of high pedestrian activity.
- Subcontractors and suppliers will receive delivery instructions appended to each order. These will set out the preferred vehicle route, size restrictions, and permitted delivery times.
- A delivery log will be maintained on site and updated regularly to avoid scheduling

conflicts. The log will be referenced by both the contractor and client, depending on who is overseeing work at the time.

5. Contractor Parking and Vehicle Sharing
The contractor will make use of the yard space at the side and rear of the site for parking. This area can accommodate multiple vehicles without encroaching onto the public highway.

To reduce the number of vehicles attending site, contractors and subcontractors will be encouraged to:

- Car share wherever possible
- Avoid bringing multiple vehicles unless essential
- Park only within the designated private area

There will be no contractor parking permitted on Chapel Street. Site workers will be briefed on parking expectations as part of their site induction.

---

6. Skip and Waste Management
Skips will be located at the rear of the site, fully within the site boundary. Exchange of skips will be coordinated to avoid busy times and avoid blocking vehicle movements or deliveries.

All waste will be handled in line with legal and environmental requirements.

---

7. Material and Equipment Storage
Materials, tools, and plant will be stored within the existing building or the secure curtilage of the site. There will be no overspill onto Chapel Street or obstruction of neighbouring access.

Deliveries will be planned to reduce the need for long-term on-site storage, and inventory will be reviewed regularly to prevent clutter or delay. Where front or side scaffolding may limit access, consideration will be given to pre-delivering materials or sequencing internal and rear works first. Scaffolding will, where possible, be designed to allow continued van access to the rear, including spanning over the access if feasible.

---

8. Safety Measures and Supervision
The main contractor will be responsible for overseeing all day-to-day safety matters during the construction programme. This includes:

- Supervising deliveries and vehicle movements
- Coordinating parking arrangements
- Liaising with neighbours if access concerns arise
- Ensuring compliance with working hours and delivery timing

---

9. Communication and Contingency
Contact details for the contractor and/or client will be provided to adjacent properties. Should any issues arise concerning access, delivery, or safety, these will be responded to promptly.

In the event of unforeseen special access arrangements, residents will be notified in advance and any necessary approvals obtained.

The applicant acknowledges the redundant basement hatch associated with the property, which sits within the adopted highway. Responsibility for this rests with the property owner. The hatch will be removed and the footway reinstated in consultation with the Highway Authority's area surveyor to ensure safety and compliance.

Conclusion
This Construction Traffic Management Plan sets out how the construction activity at Colliers Arms will be managed in a safe, orderly, and considerate manner. The measures outlined above will remain in place throughout the works and will be reviewed regularly to ensure they continue to meet safety and logistical requirements.