



CONSTRUCTION MANAGEMENT PLAN

Application Ref: LU/223/14/PL

Land North of 52-67 Greenfields

Date: 25th November 2016

Mandatory	Housing
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Condition No.13: Construction Management Plan

Condition No. 14 Vehicle Wheel cleaning

Date; 25th November 2016.

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Site Address: Land North of 52-67 Greenfields, Littlehampton BN17 7JG

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Introduction

The Construction Management Plan for the project is one of minimising the interface wherever possible between Public/Site Traffic also reducing the number of vehicles where practical, including the stages of deliveries such that the volume of traffic is kept as even as possible avoiding peak periods and controlling vehicular movements on the project.

This document provides guidance on the planning of these issues, the control measures the control measure that will be implemented and highlights the points for consideration and necessary actions.

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

This Plan covers the following topics:

- Planning and managing both vehicle and pedestrian routes
- The elimination of reversing where possible
- Safe driving and working practices
- Protection of the public
- Adequate vision and line of sight
- The provision of signs and barriers
- Adequate parking and off- loading/storage areas
- Vehicle Wheel Cleaning

1.0 Construction Management Plan

Routes and maps (Appendix 1) shows the proposed routes that all site traffic will be directed along to gain access to the site.

They also highlight the routes taken when leaving site to avoid site trafficking through adjacent residential areas.

Immediately upon commencement, all deliveries, operatives, visitors to the project will be report to the site manager.

This will be communicated to all early works contractors at their Pre-Start meeting.

They will be inducted by company staff and be informed of Emergency Procedure, assembly points, first aid, site rules, location of welfare facilities etc at this time. They will be instructed to sign in and out each day until such time as the full access control system is in operation. PPE appropriate to the task being undertaken will be checked upon signing in.

Contractors, visitors and staff will use existing pedestrian pathways until such time as the sites are enclosed and access controls are in operation.

The attached logistics plan (Appendix 2) highlights the access point the project, loading bay, pedestrian/ vehicular segregation, welfare, storage, security and manual handling that will be enforced following the full site establishment.

An integral part to the progress meetings held with all trade contractors is the delivery schedule pro-forma. All contractors are required to provide timings of materials deliveries to site. At this stage they will be given a specific area for delivery.

The Construction Management Plan and the control measures therein are included with in all trade contractors tender enquiries to ensure an early understanding and acceptance/compliance with the rules that will be enforced on this project.

Under no circumstances will lorries be able to lay-up in surrounding roads.

Delivery Vehicles/ Laying up

Prevention Steps

- 1.0 Delivery hours will be limited to working hours. This condition forms part of the subcontract documentation, and subcontractors are reminded of this at Pre-Start meetings.
- 2.0 Deliveries are booked in with our buying department, and logged on the central register.
- 3.0 The Site Manager will be in position half an hour before start of work and before the earliest delivery time,

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4.0

Persistent offenders will be reported to the Contracts Manager, who will action with the directors of the offending company.

Site Administration

Responsibility for Construction Traffic is that of the Site Manager who together with the Site Team will:

- a) Ensure that subcontractors and suppliers adhere to procedures set out in the Pre-Site Conditions by booking in deliveries giving the required notices.
- b) Prevent unauthorised contractors parking and congestion of traffic. All personnel in the team will be in contact with each other and site management who in turn will have mobile and telephone contact numbers with the subcontractors.
- c) Provide management at the access gates and the loading bay.
- d) Maintain roads in clean and safe condition.

It is recognised that all deliveries are not notified to ourselves: such deliveries are usually smaller, deliveries by third parties and on occasion simply not booked in.

Deliveries from overseas often have difficulty in providing accurate arrival times.

The Site Manager will then manage the delivery situation with the priority to get the vehicle off the shared road system and within the site. Other options open to the team are to send deliveries away (persistent offenders) or temporary send to a lorry park with a return time.

We reiterate that wagons will not be allowed to lay-up along or adjacent to public roads.

Muck away lorries and concrete delivery wagons will not be booked in but these generally occur early on in the Project when other deliveries are less numerous.

1.1 WHEEL WASH FACILITY METHOD STATEMENT

A wheel cleaning procedure will be used in order to mitigate the amount of mud that could potentially be deposited on the Highways by vehicle exiting the construction site.

An area close to the site exit will be utilised for wheel washing prior to vehicles leaving site. A power washer will be used to wash off any mud from vehicles wheels, with excess mud/slurry being collected and disposed of.

It is anticipated that this will only be required during the initial weeks of the development when the existing ground is removed and the footings for the new buildings are constructed. The wheel wash station will however remain on site until the development is completed. The proposed wheel cleaning procedure will consist of:

- Before leaving site, vehicles will be inspected for any heavy deposits left on wheels. If present, these will be removed manually.
- Following inspection, all wheels are to be washed down using a high pressure jet washer until clear of all deposits.
- Vehicles will be permitted to leave site following approval of the Site Manager/site representative that the above steps have been completed to a satisfactory standard.
- On site roads will be kept as free of mud as is practicable during ground working operations. Machine and wagon trafficking around the site will be kept to a minimum in order to reduce the effects of rain on broken ground.
- If the above actions do not prove effective at any point through the works then a road sweeper will be utilised in the immediate area. This will be ordered directly via the site manager.

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PEDESTRIAN ROUTE CHECKLIST

Section 2.0

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

Yes	No	N/A
√		
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√		

Action Taken

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Actions to be taken

1. Ensure routes are clearly designated and Pedestrians protected.
2. Ensure the plans assumes peak number. Consider one way system.
3. Plan routes to allow safe access.
4. Ensure plan includes need to keep access Routes clear.
5. Ensure sufficient signage.
6. Ensure sufficient crossing points are planned for. Ensure drivers are told of crossing points.
7. Ensure that blind spots during the planning process.
8. Plan routes to reduce or eliminate reversing.
9. Ensure adequate sight lines or mirrors to assist driver. Angle site hoarding line to assist vision.
10. Ensure scaffolds, falsework or other structures (LPG stores) are protected from impact.
11. Ensure sufficient parking areas exist. If necessary provide banksman to ensure vehicles parked safely. Ensure adequate lighting exists.

Routes clearly signed & seperated
To be checked via supervisors inspections

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VEHICLE MOVEMENTS

Section 3.0

Section 3.0		Yes	No	N/A
Q1	Are routes planned to reduce the need for excessive vehicle Movement. If "no" see action 1	√		
Q2	Are vehicles fitted with reversing aids. If "no" see action 2 and Section 5		√	
Q3	Will vehicles reverse without reversing aids. If "no" see action 3 and Section 5	√		
Q4	Will vehicles reverse to excavations. If "no" see action 4 and Section 5	√		
Q5	Are routes kept free of obstructions. If "no" see action 5	√		
Q6	Are routes clearly and suitably signed. If "no" see action 6	√		
Q7	Can pedestrians safely cross the main vehicle routes. If "no" see action 7	√		
Q8	Do pedestrians have a clear view of traffic movements At crossings and at gates which lead onto traffic Routes. If "no" see action 8	√		
Q9	Do drivers have a clear view. If "no" see action 9	√		
Q10	Will vehicles run a risk of depositing mud on the road. If "no" see action 10	√		
Q11	Will vehicles need sheeting up. If "no" see action 11		√	

Action taken	
1	1. The first step is to identify the problem. In this case, the problem is that the system is not working as expected.
2	2. The next step is to gather information about the problem. This includes checking the logs, talking to the users, and looking at the system architecture.
3	3. Once you have gathered information, you can start to troubleshoot the problem. This might involve checking the configuration, testing different components, or looking for patterns in the data.
4	4. If you are still having trouble, you may need to consult with a specialist or a vendor. They can provide you with more information about the system and help you to solve the problem.
5	5. Finally, once you have solved the problem, you should document what you did and what you learned. This will help you to avoid the problem in the future and will be useful for other people who are working on the system.

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Actions to be taken

1. Ensure routes provide sufficient space to turn.
Keep routes to a minimum.
2. Request they are fitted
3. Vehicles not fitted with reversing aids must be banked when reversing.
4. Ensure banksmen present or adequate stop block.
5. Ensure plan includes need to keep access clear. Include in induction.
6. Ensure sufficient signage.
7. Ensure sufficient crossing points are planned for
Ensure drivers are told of crossing points.
8. Ensure that blind spots are eradicated during the planning process.
9. Plan routes to reduce or eliminate reversing and blind spots.
10. Consider wheel wash facilities or other suitable alternative.
11. Ensure provision of sheeting gantry if required.

Review Daily
All reversing vehicles to be banked.
Vehicles to be sheeted

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VEHICLE ROUTES

Section 4.0

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

Yes	No	N/A
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Actions to be taken

1. Ensure routes are clearly designated and Pedestrians protected.
2. Ensure plan assumes peak number. Consider one way system.
3. Plan routes to allow safe access.
4. Ensure plan includes need to keep access routes clear.
5. Ensure sufficient signage.
6. Ensure sufficient crossing points are planned for. Ensure drivers are told of crossing points.
7. Ensure that blind spots are eradicated during the planning process.
8. Plan routes to reduce or eliminate reversing.
9. Ensure adequate sight lines or mirrors to assist drivers.
10. Ensure scaffolds, falsework or other structures (LPG stores) are protected from impact.
11. Ensure sufficient parking areas exist. If necessary provide banksman to ensure vehicles are parked safely. Ensure adequate lighting exists.

Action taken

Routes clearly signed and separated.

✓

✓

✓

To be checked by Site Manager inspections.

✓

✓

✓

✓

✓

✓

✓

HIERARCHY OF CONTROL MEASURES FOR REVERSING OPERATIONS

Section 5.0

1.0	Eliminate need to reverse	Implement one way systems around the site and in loading & unloading areas. Provide designated turning areas.
2.0	Reduce reversing operations	Reduce the number of vehicle movements as far as possible. Instruct drivers not to reverse, unless absolutely necessary.
3.0	Ensure adequate visibility for drivers	Fit CCTV, convex mirrors, fensel lens to overcome restrictions to visibility from the drivers seat, particularly at sides and rear of vehicle.
4.0	Ensure safe systems of work are followed	Vehicle areas are designed which: • Allow adequate space for vehicles to manoeuvre safely. • Exclude pedestrians:and • Are clearly signed and have physical stops or buffers to warn drivers that they have reached the limit of the safe reversing area. Fit radar proximity devices to vehicles to indicate to drivers when there are objects near the vehicle. Ensure everyone on site understands site rules on vehicle safety. Driver and signallers need to be in constant communication during reversing operations. Signallers should not be put at risk from vehicle movement e.g by standing directly behind reversing vehicles. Ensure all vehicles on site are fitted with appropriate warning devices
5.0	Provide warnings when vehicles are reversing	Ensure reversing warning lights and alarms are in good working order and instruct workers to keep clear of moving vehicles.

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DRIVERS SAFE WORKING PRACTICES CHECKLIST

Section 6

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

Section 7

1	Use relevant safety procedures and correct signalling systems
2	Ensure drivers understand the correct signalling systems
3	Signal instructions clearly
4	Ensure you are visible to the driver and the driver is visible to you: if not, stop the vehicle moving
5	Stand in a safe location at all times
6	Warn pedestrians and make sure they are kept away from vehicle operations
7	Wear appropriate protective clothing, including high visibility clothing.
8	Report work hazards to the Site Manager
9	Make sure you can get to and fro from your location safely
10	Do not ride on the vehicle you are directing unless you are in designated safe position.
11	Do not direct vehicles if your ability is affected by drugs or alcohol
12	Do not use a mobile phone whilst directing vehicles
13	Sign below to confirm acknowledgement of the above rules:
	Signature..... Date.....

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SAFE USE OF DUMPERS CHECKLIST

Section 8

1	Allow only competent people to drive site dumpers.
2	Provide stop blocks at the edges of excavations, pits, spoil heaps, etc to prevent dumpers falling when tipping. The blocks need to be positioned a sufficient distance away from unsupported edges and slopes to prevent the weight of the vehicle causing collapse.
3	Do not operate the site dumpers controls unless seated on the driving seat.
4	Do not carry passengers unless purpose built seats are provided.
5	Do not drive on gradients in excess of those safe for the dumper (See manufacturers guidelines)
6	Avoid manoeuvring on sloping ground
7	Drive at appropriate speeds for site conditions.
8	Load on flat ground with brakes applied.
9	Get off the dumper when it is being loaded.
10	Ensure loads are distributed evenly and do not let them obscure your vision.
11	Securely fix loads which may cause danger if they move.
12	Stop the vehicle, take out of gear and apply parking brake, before tipping loads.
13	Do not drive around with the skip in the vertical discharge position.
14	Use the appropriate towing pins (not bent pieces of re-inforcement bar).
15	Do not leave the engine running when you leave the vehicle.
16	Be aware of the differences in performance of site dumpers when loaded and unloaded, particularly speed, braking and stability on slopes.
17	Be aware of the different handling characteristics in wet and icy conditions.
18	Do not alter tyre pressures outside the manufacturers specification.
19	When using a starting handle ensure: • Neutrel gear is selected and the handbrake is firmly applied, and the area is clear from obstructions. • The starting handle is the correct type and in good condition with a handle grip which rotates freely. • Your thumb is kept on the top of the grip handle to prevent injury in case of kickback.
20	Do not use mobile phone whilst driving the dumper.
21	Sign below to confirm acknowledgement of the above rules: Signature..... Date.....

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CENTRAL CONTROL REGISTER

Section 9.0

	Day	Delivery Details	Contractor	Contract No	

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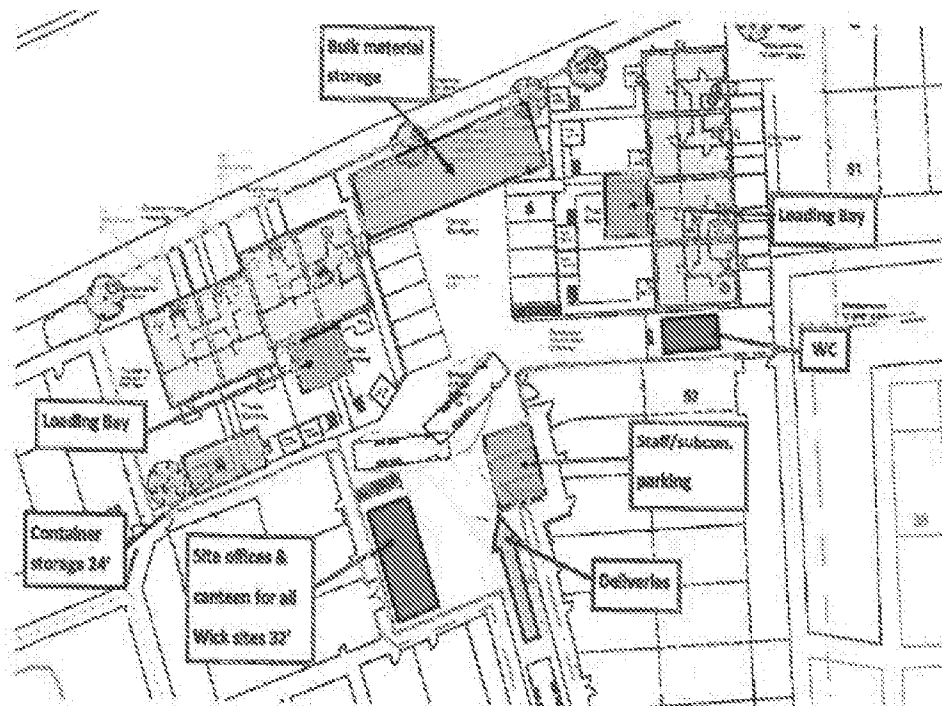
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Appendix 1

SITE LOGISTICS MAP



LAND TO THE NORTH OF 52-67 GREENFIELDS
19801 051492
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