

Construction Traffic Management Plan
Weston Airport Extension Works
04/07/23

1.0 INTRODUCTION

This Construction Traffic Management Plan details access procedures to the site of the Weston Airport Extension Works via the site access gates from the R403 and via Cooldrinagh Lane. This Traffic Management Strategy for the project is one of minimising the interface wherever possible between members of the public, whether private vehicles or public transport, airport patrons, cyclists and site traffic and reducing the number of deliveries where practicable, including the staging of deliveries such that the volume of traffic is kept as even as possible avoiding peak traffic volumes, and controlling vehicular movements on the project in compliance with all statutory & planning instruments. This traffic management plan applies to all delivery vehicles and site traffic entering, using and leaving the site at Weston Airport.

1.1 Scope:

This Construction Traffic Management Plan applies to all site vehicles / traffic entering and leaving the site. Avoiding hazards and controlling the risks arising from the use of the vehicles in construction work on this project location is essential. The Health and Safety Authority (H.S.A.) expect to see traffic management plans maintained that include:

- Planning and managing both vehicles and pedestrian movements
- 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 and off-loading / storage areas

Objectives:

The objectives of the Construction Traffic Management Plan are as follows:

- To ensure that all site vehicle / plant activities associated with works onsite are planned and managed effectively to minimise the impact of the works on the local residents, SDCC, public traffic, pedestrian & cyclist flows on the R403 and Cooldrinagh Lane and any impact on neighbouring premises.
- This construction traffic management plan is designed to control the movement of traffic, both public & site related and also to safely co-ordinate the delivery and loading/ off-loading of materials in relation to the project.
- Include safety measures to provide for safe traffic flows for users and the general workforce including the measures to control all site vehicles during movement, reversing and turning so that no injury or damage to public or property may occur.
- Facilitate the needs of stakeholders including local authorities, Gardai with responsibilities for roads and traffic in the area.
- Ensure safe access and egress for all construction personnel and visitors and ensure safe passage for pedestrians at site gateway and to protect all site workers,

members of the general public and drivers alike, from any injury involving site vehicles.

- This Construction Traffic Management Plan will be managed by Cadiston Ltd. It is the responsibility of site management and the Safety Officer to ensure the distribution of information to all those affected by the plan.
- During these works, the Project Manager shall ensure that appropriate resources are in place for the implementation of this management plan; and to plan the works so as to reduce the need for vehicles to reverse wherever possible and to provide the necessary traffic control measures.

The plan will cover the following areas:

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2.0 Site Location & Adjoining Land Uses

The site is located at Weston Airport Backweston, Leixlip, Co. Dublin, W23 XHF8 and is adjacent to residences at Cooldrinagh Lane, with the majority of the site bounded by the R403, the M4 and residences on the R404.

Please refer to fig 1.0 below



Fig. 1.0 (Google Maps)

3.0 Site Administration and Responsibility

Overall responsibility for Construction Traffic movement rests with the Project Manager who together with the Site Team will;

- Ensure that subcontractors and suppliers adhere to procedures set out in this Plan.
- Prevent unauthorised contractor parking and the 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 with the subcontractors.
- Provide security at the access gate.
- Maintain roads in a clean and safe condition.

It is recognised that not all deliveries are notifiable to Cadiston Ltd; such deliveries are usually smaller deliveries by third parties and on occasion are not booked in. Deliveries from overseas may have difficulty in providing accurate arrival times. The Project Manager will manage the delivery situation with the priority being to get the vehicle off the public road and within the site boundary as soon as is reasonably practicable. Other options open to the site team are to send deliveries away (persistent offenders) or temporarily send deliveries to a lorry park with a return time. Cadiston Ltd reiterate that no layup or parking on public roads will be tolerated.

Project Manager	Kyran Colgan
Site Manager / Delivery Co-ordinator	Mark Holden
Site Safety Officer	Edward Tynan

4.0 Sight Lines

The sight lines either side of the Entrance gate when leaving the site is in excess of 100 metres. As a result, the site access will have full NRA standard sightlines as there are no obstacles along the site frontage. Cooldrinagh Lane is a local access road servicing a number of residences, which terminates as a cul de sac. As such, its usage is confined to local access, with no through traffic.

Sightlines either side of the junction of Cooldrinagh Lane with the R403 exceed 100 metres. As a result, the access to the R403 will have full NRA standard sightlines as there are no obstacles along the site frontage. 2 No. bus stops are operational in close proximity to this junction. The proximity of the bus stops and the probability of Dublin Bus vehicles regularly stopping will impact on traffic management for vehicles accessing to/from Cooldrinagh Lane but will not restrict sight lines below 100 metres, however pedestrian movements of Dublin Bus patrons alighting from Dublin Bus vehicles at these stops will require ongoing management and monitoring.

5.0 Traffic & Pedestrian Management

Note: - Any/ All road traffic management measures required for specific works on / adjacent to Cooldrinagh Lane will be carried out by traffic management consultant (TBC) in accordance with their task specific Traffic Management plans, NRA Chapter 8 Guidelines and any / all specific / local requirements.

- All contractors must advise Cadiston Ltd site management of expected deliveries approximately 3 days in advance of the delivery date. This information must be communicated to site management via email and at the daily white board meeting.

- All contractors must ensure all delivery operatives are provided with a copy of the delivery induction and ensure that all delivery personnel have undergone and signed off on the delivery induction, contractors are to maintain induction records onsite.

Access & Egress from Site

Pedestrian Access Control to Site (General);

The airport and surrounding operations are to remain functional for the duration of the build. As such, the current arrangements for pedestrian access to the site are to remain in place; Footpath from site entrance, along access road, to the terminal building. Phased hoarding and redirection will take place for specific elements of the project which will intersect with the current alignments.

Pedestrian Access Control to Site (Works);

A security restricted access will be provided as the sole means of pedestrian entry to site. The pedestrian entrance point will be through a gated access point to hoarded work zone, adjacent to the terminal building. All staff and operatives, before being permitted to work on site, will attend a site-specific induction where they will be made aware of site access / egress and other facilities available ie. Site procedures and site rules.

Vehicle Access to the Site (General)

The airport and surrounding operations are to remain functional for the duration of the build. As such, the current arrangements for vehicular access to the site are to remain in place; Access road from Cooldrinagh to carpark adjacent to terminal. Phased hoarding and redirection will take place for specific elements of the project which will intersect with the current alignments.

Vehicle Access to the Site (Works)

Designated Access/Egress routes to the site have been set out in fig 1.1 – 1.4. The main works entrance will be controlled. This entry point will also act as a pedestrian access point (pedestrian gate alongside vehicular gate) for operatives/visitors arriving by foot. All visitors including site operatives will be required to sign in and out at main gate prior to gaining entry to the site (an attendance record will be maintained onsite). Vehicles will access the site this gate to hoarded works area where Site Traffic management staff ie. A gateman/traffic management operative will aid incoming vehicles as per the delivery Drivers Induction. Moveable barriers will be used by traffic personnel to segregate the public from site traffic while vehicles are entering and exiting the site. No vehicle will be allowed onsite without the instructions of a Traffic Management Operative in Charge.

All roads and footpaths in the vicinity of the site will be maintained and on completion of the works, they will all be reinstated to their original conditions (If they do not form part of the works). All vehicles leaving the site will be inspected to ensure no debris or dirt is brought outside the site and impacting the surrounding area.

Designated Traffic Access Routes:

The agreed routes to site shall include the following:

To/ From M50/ North

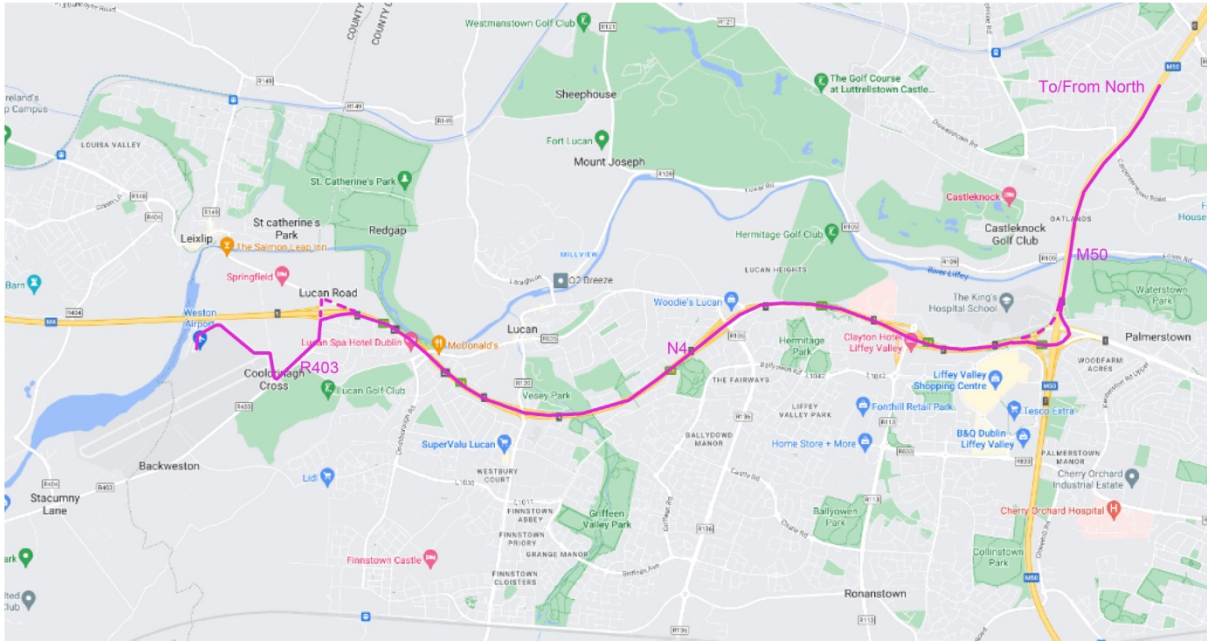


Fig 1.1 (Google Maps)

To/ From M50/ South

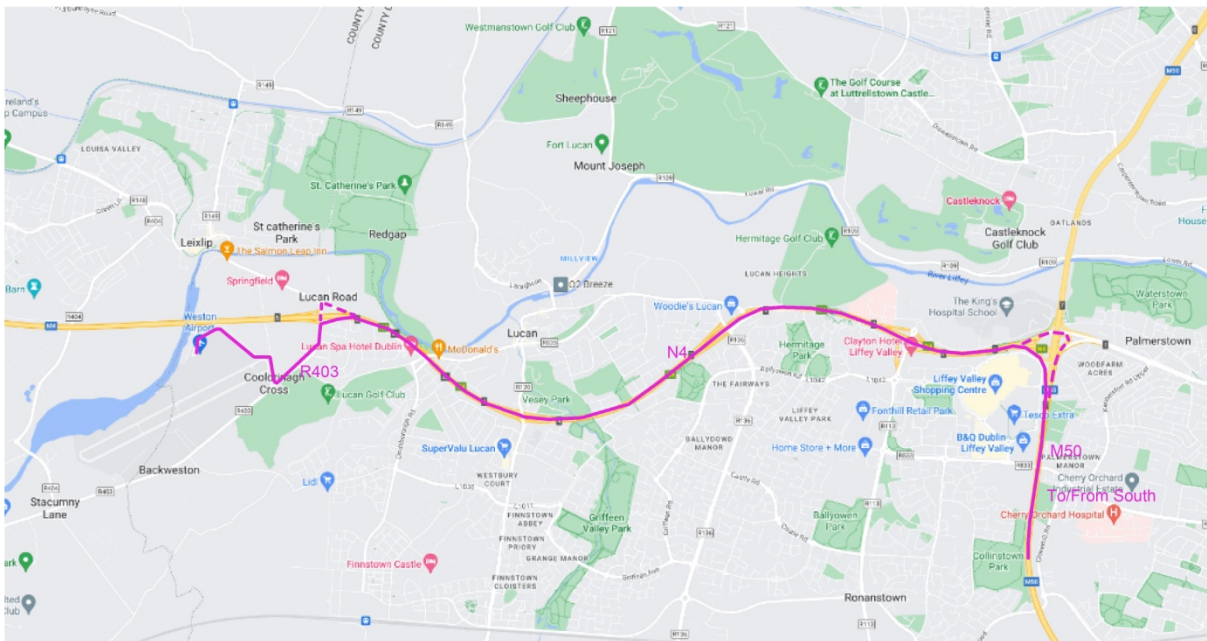


Fig 1.2 (Google Maps)

To/ From East

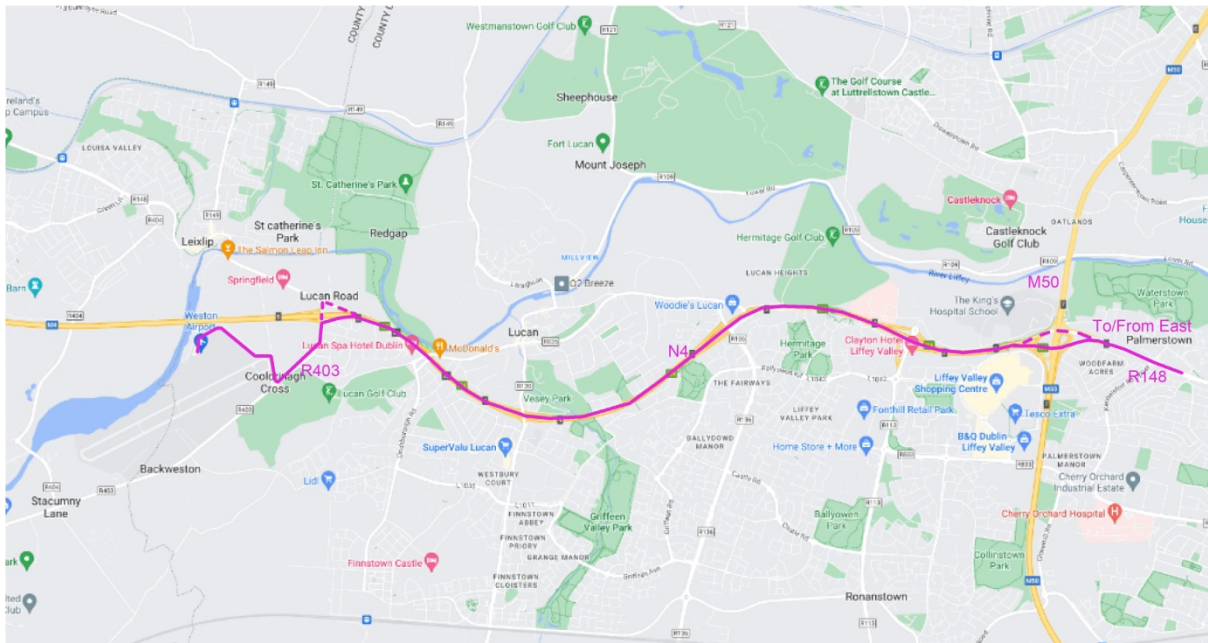


Fig 1.3 (Google Maps)

To/ From M4/ West

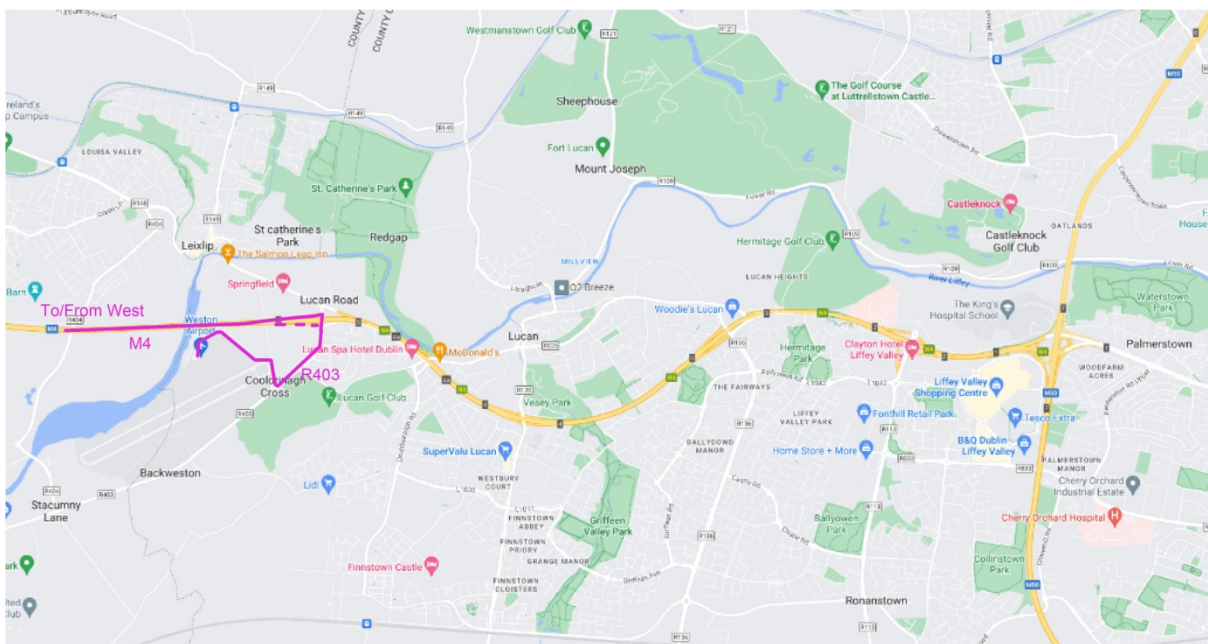


Fig 1.1 (Google Maps)

Note: All delivery vehicles leaving the project shall follow the instructions issued in this Traffic Management Plan. Unless otherwise advised by the Site Manager, it is understood that vehicles will follow the designated routes on all journeys.

6.0 List of Anticipated Plant

The following items of plant/vehicles are anticipated to access site as required for these works:

- Delivery vehicles (articulated trucks, flatbed trucks, tippers etc)
- Delivery vans (box vans, single axel vans etc)
- Site Plant (Excavators, Dumpers etc)
- Mobile Cranes and support vehicles.

There are a number of access routes to the site. Please refer to fig's 1.1 – 1.4 above for designated traffic access routes into the project location.

7.0 Auto-track Survey of Site Access Point on Cooldrinagh Lane

An auto-track survey is not required for this project.

8.0 Deliveries and Storage

The major deliveries anticipated for the Weston Airport Project will be:

- Haulage lorries
- Re-bar
- Formwork Components and Reinforcement
- Concrete
- Construction Waste Skips
- Structural Steel
- Concrete
- External surfacing materials delivery (Palletised/ premixed)

Cadiston Ltd will define and erect a secure area within the site for the storage of Plant & Materials, however, it is important that these deliveries are efficiently controlled and managed to minimise disruption and inconvenience.

A list of all sub-contractor deliveries must be pre-prepared and forwarded to the Cadiston Ltd delivery co-ordinators at least 3 working days prior to the expected delivery date. This information will then be reviewed and added to the delivery schedule to eliminate continuous deliveries and the associated risks to members of the public, site operatives and other road users. Delivery due times must also be carefully considered to avoid peak traffic times on the R403. The number and level of deliveries will be constantly reviewed with the frequency and size of each delivery continually monitored to ensure that the minimum number of deliveries

occurs. Cadiston Ltd site management will also be responsible for obtaining permission from Local Authority & Garda Traffic Corps where and if required. It is anticipated that works to the carpark will be peak period for onsite traffic. This is likely due to frequent muck aways and external buildup/surface materials deliveries as well as other on site deliveries.

Provision Loading & Off Loading Materials

Vehicles entering the site will be directed to the vehicle laydown area by a traffic management operative. Deliveries will be unloaded using cranes, forklifts and telehandlers. Site materials such as backfill, precast units, steel etc will be stored in a designated material laydown area.

9.0 Signage

Signage (where and when required) for works on the roadways/ parking areas which encompass part of the project, will be made from reflective orange aluminium with bold black writing will be erected on approach to works (differing locations related to phasing of carpark works), highlighting to all road users (on approach to the airport and surrounding operations which are to remain functional) that road works are ahead (or similar). All signage will be constructed and erected as per the requirements of Chapter 8 of the traffic manual. When onsite, all drivers must observe all traffic, and posted warning signage. All signage for any works will be supplied, and erected by an appointed traffic management consultant in accordance with their specific TMP.

10.0 Personal Transport Vehicles

All personal transport vehicles are to be parked within allocated parking zone onsite. No personal transport vehicles are to be parked on the public highway.

Dublin Bus:

The site is served by public transport provision, Bus Route C4 at Cooldrinagh Lane/R403 junction and routes C3 52 and L54 at Cooldrinagh Lane North/Leixlip Road junction.

All employees will be encouraged to use Public transport where possible to gain access to the work site.

11.0 Footpaths & Roadways and Maintenance

All footpaths and roads surrounding the site will be kept clear of construction material and debris. Wheel cleaning equipment (inside the site) and road sweeper/ washer (outside the site) will be employed to ensure the surrounding roads are maintained and remain clean. Construction vehicles will be cleaned on exiting the site. All vehicles leaving the site will have tyres and undercarriage inspected and cleaned if necessary to ensure no debris or dirt are brought outside of site. This will be carried out near the works exit gate by a traffic management operative, the road sweeper will continuously maintain the road surface on Cooldrinagh Lane and beyond if necessary.

12.0 Site Security

The site is to be adequately safeguarded; the works, products, materials, plant and any existing buildings affected by the Works from damage and theft. Issues such as vibration, noise, pollution and nuisance will be monitored on an ongoing basis and kept to an absolute minimum so as to not infringe on the rights of existing or neighbouring owners/ tenants, business premises, third party structures etc. All visitors to the site will be issued with safety helmets and any other appropriate protective clothing and be escorted by a responsible inducted member of the site team.

The works site will be enclosed and secure from unwanted trespassers. The remaining airport site will be subject to its existing airport security procedures. Cadiston Ltd will ensure that effective hoardings are in place at all times so that construction works are always secure from unauthorised access and segregated from the Public. These measures will be reviewed periodically as work on site develops and will be maintained at all times. Cadiston Ltd will agree the type, finish, extent, layout and decoration of all hoardings with the Client prior to erection. Standard Cadiston Ltd procedure is the erection of a 2.4m high timber hoarding. It is noted that this will be higher in certain locations for Advertising purposes and logos, for the erection of protective screening to prevent windblown debris making its way to the apron/ runway area or for protection of access routes to the airport and surrounding operations which are to remain functional for the duration of the build.

13.0 Site Rules in Relation to Traffic Management

Drivers of vehicles entering the site should abide by the following instructions:

- Keep to the defined routes / allowable roads in consideration for members of the public & other road users.
- On approach signify to other road users of your intentions by switching on hazard lights and amber flashing beacon (if fitted)
- Notify the traffic management operative of arrival.
- Await instruction of traffic management operative to either signal you move forward onto site or go around. No vehicle will be allowed to stand or set down on the Public highway.
- Never exceed the site speed limit of 10km/h.
- Wear full PPE (hardhat, yellow hi-viz vest, safety footwear, gloves and eye protection) when out of the cab.
- Only exit your cab when advised it is safe to do so by the traffic management operative or site personnel.
- Do not make or receive phone calls whilst driving your vehicle on site.
- Please report (to nearest member of the site team) any oil/ fuel spills which occur while you are on site.
- Be considerate to other road users and members of the public; stick to the speed limits on surrounding public roads.

- You must take cognisance at all times of directions given to you by the dedicated traffic management operative on entering/ exiting the site.
- You must give right of way to pedestrians and non-construction vehicles at all times.
- Site speed limit is 10km/h which will be posted on site in visible areas.
- Site plant and delivery vehicles must only be operated by trained and competent people who hold all relevant certification and licenses.
- Flashing beacons and reversing sirens and all appropriate auxiliary devices as outlined by the HAS must be fitted on all site vehicles and in operation at all times within and outside the site.
- No parking will be permitted along the roads around the site for any length of time.
- The ultimate and final responsibility for manoeuvring of plant and delivery vehicles will rest with the driver of the vehicle/ plant.
- When reversing, ensure you are guided by a banksman/ spotter.
- Assembly and Set Down for Emergency vehicle points have been established. DO NOT BLOCK them, even for short durations.
- Please be aware of other construction personnel and yield accordingly.
- Be aware of sign posted underground/overhead services when moving around site.

14.0 Communication of Traffic Management Plan

Communication of this plan to all stakeholders will be via email, the contents of this plan will be communicated to all operatives concerned with deliveries to and from site, through a pre-task briefing and site specific induction for delivery drivers (responsibility for ensuring that all delivery drivers are signed off on the specific delivery driver TMP induction rests with sub-contractors).

15.0 Emergency Response

Emergency response will be carried out in accordance with the site emergency preparedness plan, details and roles and responsibilities as well as contact details have been posted throughout the site; please refer to Appendix 1 of this document for a list of emergency contact details.

16.0 First Aid Arrangements

First aid is located at the site office and a list of first aiders and their contact details have been posted throughout the site.







17.0 Welfare Facilities

Welfare facilities are provided by Cadiston Ltd and will be highlighted to all individuals at the site specific induction and at any/ all pre-task briefing.

18.0 PPE Requirements

All standard PPE will conform to the following standards:

PPE	Grade/ Standard	When	Additional Info
Safety Boots	BS EN 20345	At all times	N/A
Hard Hat	BS EN 397	At all times	N/A
Safety Glasses	BS EN 166F	At all times	N/A
Ear Defenders	BS EN 352	When using or near to mechanical plant	Please refer to COSHH assessments
Gloves	BS EN 388	At all times	Refer to COSHH and RA
Dust Masks	BS EN 149 FFP2	When there is dust in the work location	Please refer to COSHH assessments

 Safety Boots Y	 Hard Hats Y	 Safety Gloves Y	 Hearing Protection Y	 Eye Protection Y	 Respiratory Protection Y	Other: 1: Hi-Viz 2: Others as per Contractors Method Statements
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As a minimum, all delivery drivers must wear the PPE highlighted above, any additional PPE requirements will be identified in sub-contractors RAMS and supplied by the contractors employers.

19.0 Key Personnel Roles, Responsibility and Contact Details

Site Safety Officer: Edward Tynan – Cadiston Limited 087 2596820

Project Manager: Kyrán Colgan – Colgan Project Management 086 2621443

Traffic Management Supervisor: Hugh Gamble – Cadiston Limited

Note: A comprehensive list of emergency contact details are listed in Appendix 1 of this document.

20.0 Monitoring and Corrective Actions

The site management will monitor the compliance of delivery drivers with the requirements of this plan.

Any non-conformances will be reported to the Site Manager and the Safety Officer and will be dealt with immediately by notifying the individual driver and his employer stating that the driver is no longer permitted to return to the site. Cadiston Ltd will work closely with local authorities and the Gardai, as well as members of the public to ensure that this plan is implemented effectively.

Appendix 1: Comprehensive Emergency Contact Details

	Name	Company	Site Contact	Contact Number
Construction Director	Eddie Tynan	Cadiston Ltd		087 2596820
Project Manager	Kyran Colgan	Colgan Project Management		086 2621443
H&S Advisor	Gearoid Murphy	Demack Safety		086 8564448
First Aider	Jonathan Coyne	Cadiston Ltd		
Traffic Management	Hugh Gamble	Cadiston Ltd		
Local Fire Marshal	Dave Phillips	Weston Aviation Academy	On-site fire station	
Fire Service		Fire Service		999/112
Ambulance Service		Ambulance Service		999/112
Garda Service		Leixlip Garda Station		(01) 666 7800
Environmental Agency				
Gas		Gas Networks Ireland		1800 20 50 50
Water		Irish Water		1800 278 278
Electricity		ESB Networks		1800 372 999

Appendix 2: Checklists

Checklist 1: Pedestrian Access (onsite) Checklist

	Yes	No	N/A
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 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 routes? If 'no' see action 6	✓		
Q7. Do pedestrians have a clear view of traffic movements at crossings and at gates which lead onto traffic routes? If 'no' see action 7	✓		
Q8. Do pedestrians have 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	✓		

Pedestrian Access (onsite) Checklist Actions Taken & Implemented

	Action Taken
1. Ensure routes are clearly designated and protected.	Pedestrian routes are shown on site drawing displayed in induction room. This is reviewed daily in accordance with risk assessments and updated if required. Pedestrian routes are explained during induction.
2. Base Plan on peak numbers	The Traffic Management Plan will be monitored and adapted to suit the onsite conditions as construction progresses
3. Plan routes to allow safe access	Documents produced. All planned routes will be detailed in the logistics plan and highlighted to all personnel during the site induction.
4. Ensure plan includes need to keep access routes clear	All personnel will be instructed to ensure access routes are kept clear. This will be enforced during site inductions and toolbox talks. Action will be taken against repeat offenders
5. Ensure sufficient signage	All routes will be clearly signposted and new signage will be produced in advance of any planned changes to the access routes.
6. Ensure sufficient crossing points are planned for	The only crossing point will be located at the main gate which will be manned during site hours.
7. Ensure that blind spots are eradicated during the planning process	Noted
8. Consider separate access to loading bays and gates	N/A as the main loading/unloading area is located within the site boundary perimeter hoarding
9. Provide safe routes at parking areas. Plan site set up to avoid need for pedestrians to cross routes.	Noted

Checklist 2 Vehicle Routes (onsite)

	Yes	No	N/A
Q1. Are routes clearly separated from pedestrian 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 vehicles 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 vehicle routes? If 'no' see action 6	✓		
Q7. Do pedestrians have a clear view of traffic movements at crossings and at gates which lead onto 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	✓		

Vehicle Routes (onsite) Checklist Actions Taken & Implemented

	Action Taken
1. Ensure routes are clearly designated and pedestrians protected.	All pedestrian routes will be separated from vehicle routes by barriers/ kerbs
2. Ensure Plan assumes peak number. Consider one way system	Noted
3. Plan routes to allow safe access	All routes will be planned with safety in mind.
4. Ensure plan includes need to keep access routes clear	Noted
5. Ensure sufficient signage	Appropriate signage will be in place
6. Ensure sufficient crossing points are planned for. Ensure drivers are told of crossing points.	Drivers will be made aware of where pedestrian crossings are by signage. Drivers will also be made aware of site traffic requirements before entering site.
7. Ensure that blind spots are eradicated during the planning process	They have been eradicated from traffic routes
8. Plan routes to reduce or eliminate reversing	Any reversing will be supervised by a trained Traffic Marshall
9. Ensure adequate sight lines or mirrors to assist driver. Angle hoarding line to assist vision.	All hoarding will be positioned to avoid poor vision around corners
10. Ensure scaffolds, falsework or other structures are protected from impact	Protection will be in place
11. Ensure sufficient parking areas exist. If necessary provide banksman to ensure vehicles are parked safely. Ensure adequate lighting exists.	Noted

Checklist 3 Vehicle Movements (onsite)

	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 'yes' see action 3 and Section 5		✓	
Q4. Will vehicles reverse to excavations? If 'yes' 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 'yes' see action 10	✓		

Vehicle Movements (onsite) Actions Taken and Implemented

	Action Taken
1. Ensure routes provide sufficient space to turn. Keep routes to a minimum.	Vehicles routes are planned to be one way to minimise vehicle turning and reversing.
2. Request they are fitted	Contractors are requested to use reversing aids on vehicles delivering and it is a mandatory requirement for vehicles working onsite.
3. Vehicles not fitted with reversing aids must be banked when reversing	There will be appropriate traffic marshals to assist with reversing where necessary. Any reversing will be supervised by a trained Traffic Marshal.
4. Ensure banksman present or adequate stop block	N/A
5. Ensure plan includes need to keep access routes clear. Include in induction.	All inductions will include traffic management requirements
6. Ensure sufficient signage	Appropriate signage will be in place
7. Ensure sufficient crossing points are planned for. Ensure drivers are told of crossing points	Drivers will be made aware of where pedestrian crossings are by signage. Drivers will also be made aware of site traffic requirements before entering site.
8. Ensure that blind spots are eradicated during the planning process	They have been eradicated from traffic routes.
9. Plan routes to reduce or eliminate reversing and blind spots	Vehicles routes are planned to be one way to minimise vehicle turning and reversing.
10. Consider wheel wash facilities or other suitable alternative	Roads will be swept and all exiting vehicles will have the tyres and undercarriage power sprayed to remove excess dirt.
11. Ensure provision of sheeting gantry if required	Only self-sheeting vehicles will be permitted on site.

Appendix 3 : Hierarchy of Control Reversing Movements (onsite)

1	Eliminate need to reverse	Implement one way systems around the site and in loading and unloading areas. Provide designated turning areas.
2	Reduce reversing operations	Reduce the number of vehicle movements as far as possible. Instruct drivers not to reverse, unless absolutely necessary.
3	Ensure adequate visibility for drivers	Fit CCTV, convex mirrors, Fresnel Lens etc to overcome restrictions to visibility from drivers' seat, particularly at the sides and rear of vehicle.
4	Ensure safe systems of work are followed	<p>Design vehicle reversing areas which:</p> <ul style="list-style-type: none"> • Allow adequate space for vehicles to manoeuvre safely • Exclude pedestrians • Are clearly signed and have physical stops or buffers to warn drivers that they have reached the limit of safe reversing area <p>Fit radar proximity devices to vehicles to indicate to drivers when there are objects near the vehicle.</p> <p>Ensure everyone on site understands site rules on vehicle safety.</p> <p>Drivers and signallers need to be in constant communication during reversing operations. Signallers should not be put at risk from vehicle movements, eg. by standing directly behind reversing vehicle.</p> <p>Ensure all vehicles on site are fitted with appropriate warning devices.</p>
5	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

Appendix 4: Delivery Drivers Induction Agenda

SITE RULES

1. Drivers must not leave their vehicle without wearing the appropriate PPE, ie. hard hats, safety boots, Safety glasses, hi-viz vests, gloves and any other appropriate PPE that required you to carry out your task safely.
2. All Delivery Drivers must hold a current valid Safety Pass Card & proof Manual Handling trained which you may be asked to produce on site from time to time. Other appropriate training card/record may be asked for, eg. Forks training, CSCS Cards.
3. HOOTING of your vehicle horn is NOT allowed at any time outside the site boundary.
4. Drivers must only load and unload in an area authorised by site management.
5. When vehicles are in position to load/unload/ getting out of the vehicle, the hand brake is to be applied and the engine switched off.
6. Driver of vehicles/plant/machinery must give way to pedestrians. Also parking of their vehicles on pedestrian routes is not allowed.
7. All loads must be assessed prior to unloading to ensure the load is safe, ie. steel on steel is not allowed but should be separated by timber skids.
8. When emptying loads, no loosed items are permitted to be on top of load, ie. items must not only be ratchet strapped to lorry, but must also be ratchet strapped to load if required (this is to prevent items becoming displaced / falling off when loads are untied on site).
9. Any delivery vehicle with damaged/ poorly maintained trailers or unstable/ unsecured load will be turned away from site.
10. Any delivery vehicle carrying loads that could potentially roll off/ move during unloading operation, eg. re-bar, must have adequate side protection to protect site operatives.
11. When unloading any delivery vehicle fitted with side curtains, it must be ensured that unloading takes place on one side of the vehicle only, ie. curtains on both sides of the vehicle must not be opened at the same time.
12. Observe and obey all warning signs.
13. Report any accidents or dangerous occurrences immediately.
14. First Aid box is located in the site agents office.
15. Flashing beacons and reversing sirens must be operational on all vehicles.
16. Never remove or displace barriers.
17. Speed limit on site is 10kmh.
18. The use of mobile phones is not permitted on this site as per the Road traffic Regulations while operating vehicles/plant/machinery.
19. Keep clear of any unprotected edges, fall protection must be in place. (report if missing)
20. In the event of an emergency, the assembly point is located beside the site office main gate.
21. Any vehicle that collects dirt on tyres or undercarriage while on site must pass through the truck wash prior to exiting the site.
22. All delivery drivers to follow Traffic Management Plan (TMP) Please take this copy for reference.

