Traffic Management Plan

S278 Highways Works –Five Point Roundabout

Prepared for:	Pinewood PSB Limited
Prepared by:	Erith Contractors Ltd
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1. Introduction

The site is an existing traffic roundabout located at the intersection of the A412 Church Road and Uxbridge Road with the A4007, Slough Road, and Wood Lane and Pinewood Road adjacent to Iver Heath within Buckinghamshire.

The surrounding land is mixed use mainly agricultural with some residential and commercial properties. There is a large public house located on the south side of the roundabout at the junction with the Uxbridge Road and a Petrol Station on the exit carriageway.

The site is an existing busy intersection and Traffic Management Plans will be in place throughout the contract to ensure the continued vehicular and pedestrian use of the junction throughout and no disruption to existing properties commercial and residential that surround the site.

2. Planning conditions

The works are subject to planning permission granted by Buckingham County Council under planning reference: PL/21/4074/FA

As part of this decision a number of conditions are to be met as part of the Erith Traffic Management plan, which are summarized below, and included in the document:

- vehicle routing.
- traffic movements (including an estimate of daily construction movements and a cumulative estimate of other approved construction work taking place relating to Pinewood Studios).
- details of temporary traffic control measures, such as traffic lights.
- details of mitigation to avoid impact to operation of adjacent road network.
- details of how construction workers will access the site.
- details and location of construction barriers.
- traffic management (to include the co-ordination of deliveries, plant and materials and the disposal of waste to avoid undue interference with the operation of the public highway, particularly identifying sensitive times to be avoided).
- operating times of construction traffic movements.
- construction compounds and storage and dispensing of fuels, chemicals, oils, and any hazardous materials (including hazardous soils).
- parking, loading, and unloading areas.
- wheel and chassis cleaning mitigation and suppression of dust, vibration, noise, and general disturbance (including residential amenity) and measures to monitor the same.
- waste management (including recycling).
- temporary lighting.
- risk management and emergency procedures.
- hoarding; and,
- before development condition survey of Pinewood Road.

3. Pre-construction works

Construction Compound and Storage: During the mobilisation phase of the contract Erith will establish the site compound within the **Pinewood Compound at Pinewood Studios, Iver, SL0 0NY**. This will entail site accommodation for the management team and client, as well as welfare facilities for the workforce and visitors. Parking will be provided for those using the offices as well as site operatives who will be bussed to and from the workface by Welfare Van.

The site compound will be fully enclosed by Heras fencing with gated access, double clipped for safety and zero-trip Stabilising Bases used for stability.

The site compound will have dedicated areas for the storage of Plant, Materials and Traffic Management equipment, including storage containers and a COSHH store, and will have the ability to unload and load construction materials within the dedicated storage area. This will be the main hub for deliveries.

The compound will have a dedicated area at the compound entrance and exit where the traffic Marshall will operate. Here he will direct deliveries, plant and visitors to site. He will also be responsible for all traffic exiting site compound to ensure their correct integration as well as **monitoring wheel and axles cleanliness** and will be provided with the means to clean wheels and axles before the vehicle exists.

Refuelling of plant and equipment: A dedicated and bunded area will be constructed for the refuelling of mobile plant. Site based static plant will be refuelled from here using a mobile double skinned fuel bowser constructed for refuelling on site, at the workface with spill kits provided both at the fuelling point and on board all plant.

Waste Management: Dedicated areas for site waste will be provided and identified to allow detritus and waste to be collected and removed, off peak,(09.00 – 15.30) from site, as required. All waste will be segregated by type, from office waste to site arisings to hazardous waste, as well as a bunded area for road sweeper waste. This will allow the correct procedure for removal by Erith specialist waste contractors. It will also allow for the opportunity for identification, **re-use and recycling of arisings** from site within the permanent works, (subject to testing).

Condition Survey: Before works commence, Erith management team will undertake a condition survey of the surrounding roads to Five points roundabout, (A412 Denham Road, A4007 Slough Road, Wood Lane and A412 Uxbridge Road). Photographs of defects, locations and videos will be produced before works and after completion to ensure any issues are highlighted, and any Erith have responsibility for are remediated.

Third Party Stakeholders: Initial letters/emails and face-to-face contact will be made before works begin with all residents and stakeholders where possible to highlight the upcoming works, any impacts on them and mitigation measures. This consultation will continue for the whole duration of the contract and with special focus on change of works phases and final night works

4. Site Access

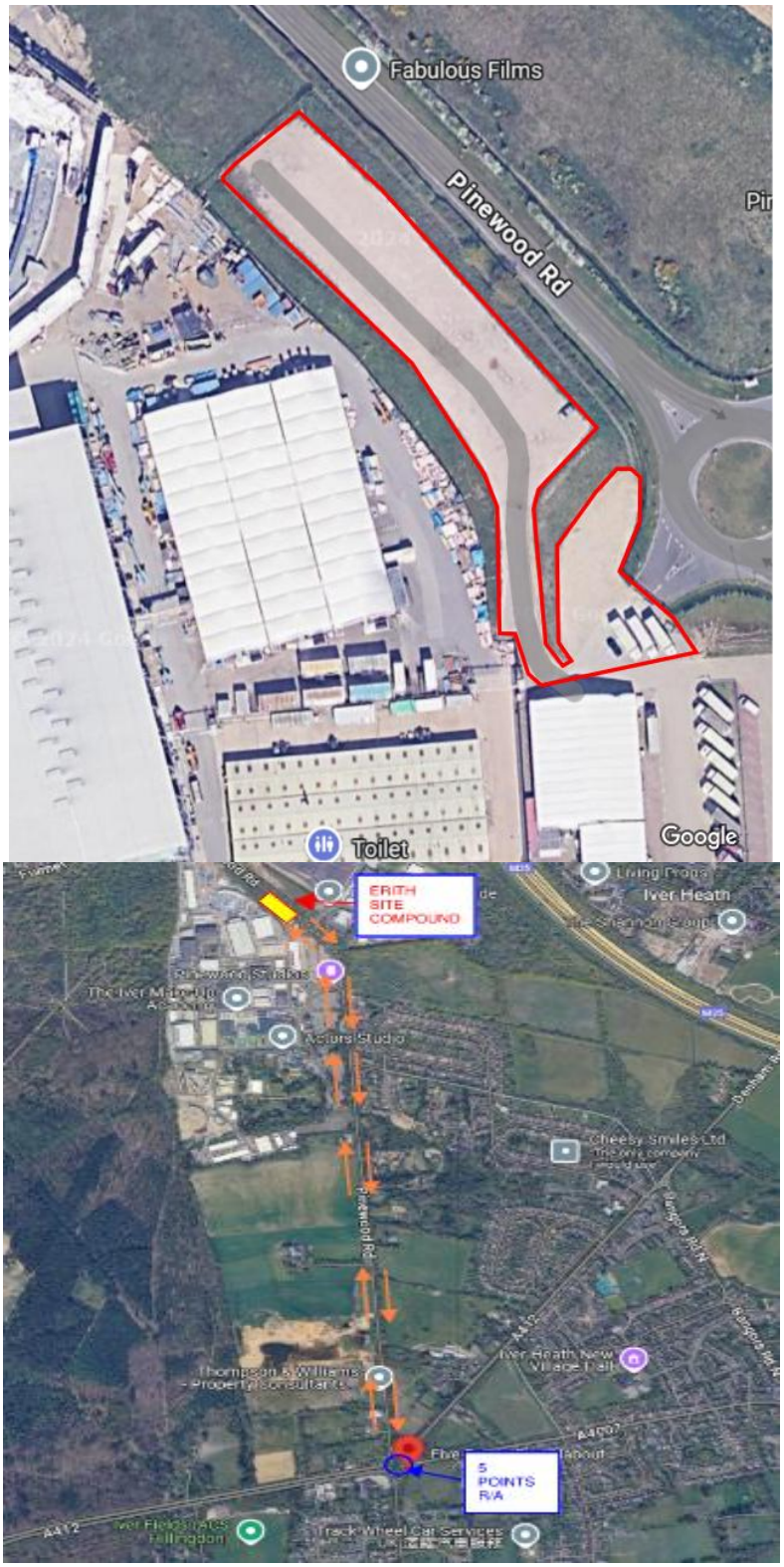
Vehicle Routing: Deliveries will access the working areas from the northeast via the M40 Junction 1, and then via the A412 Denham road which turns into Church Road just before Pinewood Five Point roundabout. The traffic will then proceed over the first roundabout following the A412, then through the following straight over the next 2 roundabout staying on the A412 on Denham Road. This leads to the Five Points roundabout work face.

At the five points roundabout taking the 4th exit on to Pinewood Road, leading up to the next roundabout and take 1st Exit left into to Erith compound.

The site compound will be located north of the roundabout to the west of Pinewood Road, **(*what3words// heavy.doors.factor*.)**

See Appendix A & AA on delivery routes

On site traffic will gain access to the workface by existing the Site compound and Turning right at the roundabout taking the 3rd Junction towards the Five Points Roundabout.



At the appropriate traffic management, access will be via the signed site access and between the green cones. The exit will be out of the traffic management at the signed site exits ONLY. Construction traffic will always be aware of the oncoming travelling public when exiting, (this is part of the induction).

The A412 is the main road through the area and can become fairly busy throughout the day and at peak times, so movements will be kept to a minimum to avoid impact on the travelling public as well as works by other third parties, (such as Pinewood Studios and National Highway).

Close consultation with the **Crooked Billet Public** House and the **Tesco /Esso Petrol station** in planning for these works will take place to understand any working restrictions and any specific requirements so these are fully understood and implemented throughout the works. Constant access will be maintained for these premises at all times but there will be times while one access will be closed to each area for works to be undertaken within Phase 2. **Please note:** The roads forming the arms of the roundabout will be shared with traffic accessing the nearby properties and various businesses and this will be considered during each of the different phases of works. Advance warning will be given to local stakeholders of the works.
Also, Pinewood Five Point Roundabout junctions are busy with local and commercial traffic during the day, and particularly at peak periods. Traffic movements will be advised, in advance where possible, ensuring that any impact is strictly reduced at the work face.
In addition, the roads where the works will be taking place will remain operational to the public throughout the works. Some residential properties have direct access off Pinewood Road, Church Road, Slough Road, Wood Lane, and Uxbridge Road, and these will require access throughout the works, which will be undertaken with assistance of Traffic Marshalls. On Slough Road the westbound bus stop will be suspended during the Phase 3 works.

Deliveries to the site compound will be strictly controlled during working hours only (08:00 - 16.00, Monday to Friday only) and no delivery vehicles will be permitted to wait outside these hours; drivers must make alternative arrangements when waiting for access to the site and all suppliers will be informed of these restrictions at the point of placing the order.

Deliveries to the work face will be strictly controlled during working hours with materials highlighted the day before and delivered via road legal Telehandler or Road legal dumper where possible outside of peak hours. Removal of waste will be strictly controlled and journeys management by the site management team to minimise journeys, in some cases stockpiling waste until a full load is ready for removal and planning a time for removal which minimises impacts to other road users.

Carriageway impact: Traffic Marshals and Site supervision will ensure that vehicles do not leave work faces with mud or dirt to the wheels and vehicles. Jet washes will be available to clean off any materials to the vehicle before it exists. The carriageway is to be kept clean with the deployment of regular road sweepers as well as an emergency arrangement to provide a sweeper if needed. Dust suppression will be by Erith dedicated dust suppression bowser and, if required at the work face, DustBoss equipment will be deployed.

Traffic movements, it is estimated that traffic movements will consist of site plant from the main compound to the work face, together with collection of materials and removal of excavation arisings during works. Factored in will be materials deliveries to the main compound and remove of waste. Traffic movements will be mostly from 07.30 to 07.45 in the morning, and 16.45 to 17.00 for plant and operatives to access the site at the beginning of the shift and at the end of the shift. Where possible large plant will remain static within the traffic management, only moving to the next phase upon completion of the current phase, and at off peak times, (09.00 to 15.00.) Deliveries from the compound as well as transportation of waste to the compound will be aimed where possible at off peak times by the site supervisor.

The total estimated daily movement will be as the table below:

Category	Static plant	Mobile plant	Deliveries	Deliveries	Mobile plant	Other construction works	Other construction works
Type	(Excavator, Roller etc)	Dumper (with waste)	HGV	Telehandler (with materials)	Welfare Van	National Highways Bridge inspection	one.network on behalf of National Highways.
Journey/ Location	From Main Compound to Workface	From Main Compound to	To Main Compound	From Main Compound to	From Main Compound to	Sevenhills Road	• Uxbridge Road • Denham Road

	and return (assuming unable to leave within closure)	Workface and Return		Workface and return	Workface and return	(Assume single movement and night works) assume single van at start/end of shift	• Church Road (Due April 25 to August 25) No Highway incursion – assume single van at start/end of shift
Daily duration	2	8	1	2	2	2	2
						Total Daily traffic Movement	**18**

5. On Site Traffic Operations

All vehicles entering or leaving the site must do so under the guidance of a dedicated Traffic Marshall who is suitably competent, trained, and experienced. Entry to the traffic management will be identified with site access signage and green cones. Exits will be at the signed Site Exit only. No entry/exit through the cones outside of these areas will be allowed and will be strictly enforced.

To minimise risk to the workforce accessing the workface, dedicated Welfare Vans will be utilised as transport to and from the workface for the **construction workers to access the site.** The Welfare vans will be specifically for highway works and will have the correct livery to Chapter 8, as well as delivering the required welfare facilities. Other members of the management team as well as the Traffic Management team will utilise their own vehicles, which must also be liveried to Chapter 8.

All works will be phased and the Erith contractors Construction programme. The phasing has been compiled with careful planning to allow works to be undertaken under lane & road closures, with the minimal impact to the travelling public as possible.
Each phase will be undertaken under the traffic management highlighted under Appendix B. The phases consist of the use of Narrow Lanes combined with Lane Closures for main works, with the use of 2 way manned traffic lights as per the phase required, especially around access for tree and vegetation clearance. The manning will allow the control of traffic and minimise impact due to the lights especially around Pinewood Road, Church Road and Wood lane.
For the carriageway resurfacing, these will be undertaken at night during lane/road closures with Traffic Lights deployed on approaching arms, (see Appendix B Phases 5.1 to 5.4) and once more manned to control night traffic.

Segregation of public and vehicles/personnel: Due to this being a high risk, mitigation is achieved by clearly defined site boundaries, and a Traffic Marshall positioned to prevent personnel and vehicles from coming into contact with each other during site entry/exit. Pedestrian crossings have been factored into the traffic management for each phase to ensure minimal impact to pedestrians. Chapter 8 barriers will be utilised for crossings and where there is an interface with pedestrians and works, to delineate them both, backed up by Heras fencing.
The communication between vehicles accessing the site will be maintained by site supervisor and traffic Marshall to minimise congestion around the site and any possible stacking of vehicles.

Site Lighting: due to the time of year and night works, site safety and task lighting will be required. Site safety lighting will consist of all cones having lighting at night. Site entry and exit cones will be double lit to delineate them from the rest of the cones during minimised visibility. The existing road lighting will also be utilised to provide illumination for access/egress to highlight traffic management and works.

Site task specific lighting will consist of a combination of on-site mobile tower lighting, (aimed away from oncoming traffic), localised LED freestanding work lighting and machine based lighting. Erith will also issue

those undertaking night works with helmet based lighting to assist in works, and to also highlight individuals to site plant.

Working Practices

- Traffic Marshalls dressed in orange hi-visibility jackets will escort all lorries into the site, particular care will be taken during reversing operations.
- All other members of the workforce will be dressed in Class 3 long sleeve, high visibility jackets and trousers to BS EN 471.
- To keep other contractors and visitors away from the demolition works a demolition exclusion zone will be formed separating it from the remainder of the site works by a Heras Fenced barrier at a distance in accordance with BS 6187:2000 Clause 13, carrying signs indicating that demolition work is being carried out within it.
- Warning signs will be displayed in prominent positions around the site and work area indicating "CAUTION CONSTRUCTION SITE TRAFFIC".
- Prior to work starting all personnel will be given a site specific induction and orientation to the site, this will be conducted by the Site Manager who will advise personnel on any specific safety requirements that are required during the course of the project.
- All drivers will be given a site-specific induction on first arrival on site to ensure that everyone understands the site traffic requirements and precautions to prevent injury.
- All vehicular traffic will take due care and attention regard to all other road users and pedestrians.
- A 10 mph speed limit for main traffic routes and 5 mph in areas near pedestrians (e.g. car parks) shall be set and enforced.
- Plant equipment will be offloaded within site area only.
- Site plant i.e. excavators, diggers, etc, will only be driven by persons that are trained and competent with the appropriate qualifications.
- All flat back lorries will have edge protection for operatives' safety should they have to mount the back of the lorry.
- Audible reversing warning devices will be fitted to all vehicles and be directed by a Banksman when reversing.
- All vehicles loaded with arisings will be fully sheeted before leaving site.
- All walkways/ pavements will be kept clear of debris and/or material to prevent slips, trips, and fall hazards.
- Dust control measures will be deployed at all times to ensure dust is reduced.
- Should the need arise a road sweeper will be utilised to clean the exit to the site and surrounding roads.
- For the delivery of heavy plant, this will be coordinated with the local police via movement orders, the delivery of these are typically during out of hours to avoid presenting disruption to local traffic.
- Should there be a requirement for emergency vehicular access, these vehicles will be given priority right of way either on or off site.

Drivers' Rules

Drivers of our vehicles and Plant will also adhere to the following rules set below.

- Daily check of water, oil, fuel, lights, tyre pressures, brakes, steering and hydraulics.
- Report any defects immediately; do not use the vehicle if considered unsafe.
- Set the gear to neutral before starting the machine.
- Ensure the vehicle is not overloaded.
- Ensure that starting handle shafts, drive shafts, belts, worm drives and flywheels are guarded.
- Keep vehicle tidy.
- Do not carry passengers, other than in the seats provided.
- Do not attempt to mount or leave a moving vehicle or permit passengers to do so.
- Do not make any adjustments with the engine running.

- Never leave the machine with the engine running.
- Never reverse without the supervision of a banksmen.
- Always drive at times of dawn and dusk with dipped lights. DO NOT DIVE WITH FULL BEAMS, especially against the flow of traffic.
- Ensure wheels and axles are clean with no hanging detritus materials. Use the jet wash if needed.
- Keep to the speed limits onsite and on public roads.
- Keep the machine in low gear when travelling downhill.
- Do not smoke during refuelling.
- Do not use petrol for cleaning purposes.
- Before tipping loads into excavations ensure that there is an adequate stop and that no one is working in the vicinity of the tip area.

A review of our TMP will be carried out in the event of any major changes to our working procedure or required level of access.

6. Impact to Third Parties and other operations.

Minimising Disturbance: As mentioned in section 1, all third parties will be advised of all upcoming works, changes of phase and night works, with emphasis on anything that may cause them concern. Contact details will be posted to Permit Boards, at the work face and on any correspondence. Any complaints should initially be directed to the Site management Team, whose number will be detailed at the site access point, Permit Board and given by email/mailshot to local stakeholders. All points raised will be considered and alterations made where possible. All contact/queries will be responded to in a timely manner. Any further complaints should be directed to the head office to be dealt with this number is also detailed at the site entrance and permit boards.
Works will be as per permitted times during the day,(07.30 to 17.30) with only night works, (19.00 to 06.00) for surfacing activities and certain activities that cannot be undertaken during the day. Night works will be strictly controlled and if required and Section 61 permit raised. All breaking and milling at night will be programmed to be undertaken as early as possible and completed by 11pm AT THE LATEST. Light contamination will be minimised by all lights being strategically aimed away from properties and placed where it casts the least amount of intrusion. A dedicated phone number for the night supervisor will also be issued in case of disturbance.

Operations from others on the road network: It is understood that there may be times when the Five Point Roundabout operation may impact on other operations, especially those undertaken on behalf of Buckinghamshire County Council and National Highways. The network will be monitored by Site Management team weekly during the construction phase. Utilising a close relationship with the Buckinghamshire County Council roads team, as well as using tools such as Streetmanager and DataVia API webservice, to highlight any upcoming works impacts from others on the network, so this can be mitigated early, and meetings arrange to co-ordinate works.

7. Parking/Travel Arrangements

Construction traffic will access the working areas from the northeast via the M40 Junction 1 and then via the A412 which turns into Church Road just before Pinewood Five Point roundabout. The site compound will be located north of the roundabout to the west of Pinewood Road, (*what3words// heavy.doors.factor*.). The A412 is the main road through the area and can become fairly busy throughout the day and at peak times.

The access to the work areas will be via each relevant approach road to the roundabout dependant on each phase of works and all operatives and visitors will sign in to assist in controlling the access.

Pedestrians and visitors will be transported via dedicated vehicles to the works area, with visitors escorted at all times.
Once on the site pedestrians will be separated from construction vehicles by means of barriered safe walking routes. These will vary from phase to phase and will be briefed to the operatives on site inductions.

8. TMP Risk Assessments

RISK ASSESSMENT		
Site Location	Date of Assessment	Assessed by
the A412 Church Road and Uxbridge Road with the A4007	13/12/2023	A.W. Smith
Description of Work Assessed	Traffic Management	

Risk is assessed in accordance with the HSE's Guidance Note INDG16 "Five Steps to Risk Assessment" plus our Professional Health and Safety Adviser's document "Risk Assessment Made Easy" as:-

- Look for hazards.
- Decide who might be harmed and how.
- Evaluate the risks and decide what control measures are required.
- Record the findings
- the assessment and revise it if necessary.

Ref №	Risk Assessments
RA 040	Traffic Management on site
RA 039	Working in Public Highway
RA 023	Loading and Unloading Vehicles
RA 091	Loading and unloading roll-on skips

Activity	Traffic Management On-site		
1. Hazards		**2. At Risk Groups**	
Vehicle striking people	Vehicles overturning	Erith Employees	Contractors
Falling from vehicles	Vehicles out of control	Visitors	The Public
Vehicles touching power lines	Vehicles driven by untrained drivers	Vulnerable Groups	Migrant Workers
3. Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	3	**5**	**High**

4. Control Measures

- Wherever possible, the need for reversing shall be eliminated by the provision of a turning circle or a one way system.
- Gates and barriers shall be erected to control site entry. The procedure for obtaining access shall be displayed. Signage shall be erected to warn and instruct users of traffic routes.
- Traffic marshals / Banksman shall be employed to control vehicle entry / exit.
- An appropriate speed limit of 10 mph for main traffic routes and 5 mph in areas near pedestrians (e.g. car parks) shall be set and enforced.
- All vehicles entering the site must follow the site rules and designated routes, adhering to the site speed limits whilst within the site confines.
- Entry to traffic management will be via green cone entry within the Traffic Management.

- Care must be taken when entering into traffic management. Vehicles should be aware of the vehicles behind them and slow down in plenty time, while indicating at all times.
- If a member of the travelling public enters the traffic management, either by following a site vehicle of by accident, the car should be stopped if possible and escorted out of the traffic management.
- All vehicles within the traffic management must have livery as per *Traffic Signs manual Chapter 8, section O5 – General Vehicle Issues.*
- All works vehicles and plant should not be parked in a position where they are likely to obstruct junctions, accesses or driveways.
- Traffic routes should be clearly identifiable and areas where cross over between vehicles and pedestrians is likely, gates/barriers should be set up with warning signs to inform of hazards.
- Blind spots should be eliminated by the provision of convex and concave mirrors.
- Good road conditions to be maintained where possible, drains and pot holes to be avoided.
- Communication between vehicles accessing site and the site itself will be maintained to minimise congestion around the site and any possible stacking of vehicles.
- Communication is maintained between drivers and the site, and the arrival of vehicles will be suitably planned with Just-In-Time deliveries.
- Where ever possible, the need for reversing shall be eliminated by providing a turning circle or introducing a trained and competent banksman.
- Routes for pedestrians and traffic shall be segregated with barrier walkways and gateways. Walkways shall be on firm, level ground and well-drained, taking a direct route where possible.
- Where walkways cross roadways, provide a clear, signed and lit crossing point where drivers and pedestrians can see each other unobstructed.
- Do not block walkways, so pedestrians must step onto the vehicle route; consider installing a barrier between the roadway and walkway.
- An exclusion zone shall be provided around any work area in which plant/equipment slews.
- Designated areas for loading and unloading shall be provided.
- If operatives need to pass plant or machinery, they should make themselves known to the operator who will inform them when it is safe to pass.
- Plant vehicles should be fitted with a ‘Deadman’ switch.
- A traffic management plan is required and is also required to be briefed out to the operatives.
- All persons shall be provided with information regarding traffic routes at the point of induction.
- Any changes or activities which will affect which will affect traffic routes shall be covered in the daily, pre work briefing.
- All vehicles shall be fitted with flashing amber warning beacons and reverse warning systems
- All vehicle and plant checks shall be carried out and maintenance schedules adhered to.
- The site traffic management plan shall be displayed throughout site.
- Edge protection, including stop blocks shall be provided alongside any excavation, bodies of water or close to pedestrian routes.
- All temporary structures shall be protected from collision
- Where necessary, a wheel wash system and/or road sweeper shall be employed to prevent contamination of the public highways.
- No parking in residents bays is permitted at any time
- Sufficient lighting shall be always used, either natural or task specific
- PPE is to be worn at all times whilst on site so that they can be clearly identified by drivers and plant/equipment operators

4a. Additional Site-Specific Controls / Information			
	Likelihood	**Severity**	**Risk Level**

5. Risk Rating (With controls)	1	5	Low

6. Further Guidance

• Management of Health and Safety at Work Regulations 1999 • Workplace (Health, Safety and Welfare) Regulations 1992	• Traffic Routes under CDM 2015 • Erith Traffic Management Plan • Site-specific Induction

Reviewed on-site by:	D L Allen	Review Date:	15/11/2024

Activity	Working in the Public Highway		
1. Hazards		**2. At Risk Groups**	
Operatives struck by moving vehicles	Vehicles striking traffic management systems	Erith Employees	Contractors
		Visitors	The Public
		Vulnerable Groups	Migrant Workers
3. Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	4	**5**	**High**

4. Control Measures

All Traffic Management systems must be designed in accordance *with Traffic Signs Manual Chapter 8*, the *New Roads, and Street Works Act*, as well as *Safety at Street Works and Road Works - A Code of Practice.*

- A specialist contractor may be engaged for works of this nature.
- This assessment is limited to simple traffic management systems that do not require a design element. Consideration to be given to:
  - works area
  - the working space
  - the safety zones
- Signage and barriers will be required. These should include but not be limited to:
  a. advance signs
  b. cones and lamps
  c. keep left and keep right signs
  d. traffic barriers
  e. pedestrian barriers
  f. end signs
- Stop vehicles in a safe place off the road, switching on roof mounted amber beacons.
- Ensure that the vehicles are protected from the traffic with a keep right sign. Always set out signs before moving onto the works site.
- Measure/pace out Roadworks Ahead sign and place signs on left hand side.
- Where there is two-way traffic repeat the procedure for traffic going in the opposite direction.
- If portable traffic lights or stop/go boards are used, start using before setting out the works area.
- Cone off the works area, always face the traffic when setting out cones for the lead-in taper and always start from the kerb.
- Complete the coning around the works leaving enough room for working safety zones commensurate with the speed limit of the road.
- Set up End of Roadworks sign to show that the road is clear in both directions.
- When removing the signs reverse the procedure outlined above.
- Ensure that all operatives setting out traffic management wear Class 3 high visibility clothing to BS EN 471.
- Traffic Management layout to be checked regularly and at the end of each work period/working day and reviewed / revised if applicable
- Site Manager to hold NRSWA certification complemented by NRSWA certified operatives.

4a. Additional Site-Specific Controls / Information			
5. Risk Rating (With controls)	**Likelihood**	**Severity**	**Risk Level**
	2	**5**	**Medium**

6. Further Guidance

• Management of Health and Safety at Work Regulations 1999	• New Roads and Street Works Act (NRSWA) 1991

Reviewed on-site by:	D L Allen	**Review Date:**	15/11/2024

Activity	Loading and Unloading of Vehicles		
1. Hazards		**2. At Risk Groups**	
Vehicle overturning	Lifting equipment failure	Erith Employees	Contractors
Skip falling from vehicle	Falling objects / materials	Visitors	The Public
Damage to vehicle	People / plant interface	Vulnerable Groups	Migrant Workers
3. Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	3	**4**	**High**

4. Control Measures

General Controls

- A dedicated loading and unloading area must be allocated for the operation.
- Where possible, the loading and unloading area must be reasonably practicable on flat, level ground and not exceed a horizontal gradient of five degrees.
- Before and during loading and unloading, ensure the work area is managed using appropriate barriers to designate work area or through supervision by traffic marshal / driver
- Persons not involved in task to be excluded from area
- Lorry to have edge protection in place when person is required to gain access
- Persons should not be on lorry bed during loading – the only exception will be if being loaded with crane and be under the supervision of lifting team
- Avoid manual handling where possible, use mechanical means when loading / unloading
- A banksman will always control the vehicle movements whilst on site.
- Provide suitable operator access and egress to the rear of lorry loaders / vehicles.
- Loads should be spread as evenly as possible, during both loading and unloading. Uneven loads can make the vehicle or trailer unstable.
- Ensure suitable Personal Protective Equipment (PPE) is worn.
- All loads to be always chocked / secured at ground level and secured on the vehicle.
- Plant is fitted with reversing cameras and audible warnings.
- Only use designated traffic routes.

Skip loaders

- All lifting equipment must be tested and in date and rated appropriately for task.
- The driver is to be asked to ensure the proper engagement of the hook during the operation.
- Skips to be checked prior to loading to ensure no loose materials and all doors are secured
- Skips to be fitted with deflection plates
- Ensure skips integrity is not compromised, ensure any spillages / run off is contained
- Persons to be excluded during loading
- Skips will not be overloaded

- If a skip has an access ladder on the side, this is not to be used by operatives unless no other form of access is available.
- Skips should be positioned away from any over-head services

Beavertails

- No person to present on the bed during loading
- Persons shall not be to the rear of the bed during lowering/ raising of ramps
- All loads to be secured once loaded

No loads to be placed / loaded against the ramps. Vehicle to be loaded / unloaded with proprietary chains and slings

- Faulty or damaged equipment must be repaired or removed from use and quarantined.
- Lifting plan to be in place for all items being lifted
- All items to be suitable for lifting and be free from damage
- No person to be under a raised load
- Lifting equipment to be checked regularly and as required to comply with LOLER regulations
- Trained and competent slinger to be present throughout the operation.
- Loads to be chocked once on the bed
- Proprietary lifting equipment to be used for all operations

Tippers

- Driver to remain in cab during loading
- Loads must be deposited evenly within the tipper
- Drivers are not permitted in the bed of the tipper
- Loads shall be placed and not dropped into tipper
- All loads must be sheeted/netted before recovery unless the recovery vehicle is fitted with a self-sheeting/netting system, which must be covered before leaving the site.
- Operatives are not permitted to the access the rear of the lorry at any time. This includes climbing onto the back of it to assist in removal or replacement of sheeting.

4a. Additional Site-Specific Controls / Information

5. Risk Rating (With controls)	Likelihood	Severity	Risk Level
	1	4	Low

6. Further Guidance

- INDG199 – Transport safety
- LOLER Regulations 1998
- PUWER Regulations 1998
- Erith SSOW for loading / unloading
- Hi-ab lifting plan
- Erith Guidance – 82 Loading and Unloading of Transporters.

Reviewed on-site by:	D L Allen	Review Date:	15/11/2024

Activity	Loading/Unloading Roll on/Roll off Skips		
1. Hazards		**2. At Risk Groups**	
Vehicle Overturning	Contact with Overhead Services	Erith Employees	Contractors
Debris Falling onto the Public Highway	Falling Objects	Visitors	The Public
Lifting Equipment Failure		Vulnerable Groups	Migrant Workers
3. Risk Rating (Before controls)	**Likelihood**	**Severity**	**Risk Level**
	4	**5**	**High**

4. Control Measures

- A clear work area which is the total length of the vehicle and skip, plus a further 3 metres shall be provided.
- The loading/unloading area, where ever possible and as far as reasonably practicable should be flat. However, if this cannot be achieved the horizontal gradient shall not exceed 5 degrees.
- Skips should be positioned away from any over-head services
- All loads shall be levelled prior to recovery.
- All loads are to be sheeted/netted prior to recovery unless the recovery vehicle is fitted with a self-sheeting/netting system in which case it must be covered prior to leaving site and entering a public highway.
- All operatives involved to wear appropriate PPE
- Trained and competent banksman to be present throughout the operation.
- If the vehicle is required to reverse to deposit or remove the skip in the designated area, then a banksman will control the vehicle movements at all times whilst on site.
- Prior and during loading and unloading of the skip, an exclusion zone is to be set up to avoid entrapment, crush and entanglement injuries with any of the equipment.
- Vehicles to be fitted with reversing cameras
- Vehicles to be fitted with audible warnings when reversing
- Vehicles to use designated traffic routes at all times.
- Lifting equipment to be checked regularly and as required to comply with LOLER regulations
- Faulty or damaged equipment to be repaired or retired and not used to perform any lifting or unloading.
- If a skip has an access ladder on the side, this is not to be used by operatives unless absolutely necessary.
- Operatives are not permitted to access the rear of the lorry at any time. This includes climbing onto the back of it to assist in removal or replacement of sheeting.

4a. Additional Site-Specific Controls / Information

5. Risk Rating (With controls)	**Likelihood**	**Severity**	**Risk Level**
	1	**4**	**Low**

6. Further Guidance

- WISH - Skip and Container Safety
- Erith Guidance – Loading and unloading transporters
-

Reviewed on-site by:	D L Allen	**Review Date:**	15/11/2024

Risk Matrix –

- **To be used to determine the degree of risk for each hazard i.e. 'how bad and how likely'**

	Severity of Harm				
Probability of Harm	**1 = Minor**	**2 = Moderate**	**3 = Serious**	**4 = Major**	**5 = Catastrophic**
1 = Improbable	**Low Risk**	**Low Risk**	**Low Risk**	**Low Risk**	**Low Risk**
2 = Remote	**Low Risk**	**Low Risk**	**Medium Risk**	**Medium Risk**	**Medium Risk**
3 = Possible	**Low Risk**	**Medium Risk**	**Medium Risk**	**Medium Risk**	**High Risk**
4 = Probable	**Low Risk**	**Medium Risk**	**Medium Risk**	**High Risk**	**High Risk**
5 = Likely	**Low Risk**	**Medium Risk**	**High Risk**	**High Risk**	**High Risk**

Probability Classification (P)	**Severity Classification (S)**	**Degree of Risk (PxS)**
0 = Impossible	**0 = No injury / affect**	**0 = No risk**
1 = Improbable – Very low probability of such an event occurring.	**1 = Minor** – Minor accident, resulting in no injuries or lost time, little or no damage to property or the environment.	**1 to 5 = Low Risk** – ensures controls are adhered to and activity need not alter
2 = Remote – Would rarely occur.	**2 = Moderate** – Potential injury necessitating less than 3 days off work, damage to property or the environment requiring remedial work.	**6 to 12 = Medium Risk** – tolerable, but efforts should be made to reduce the risk where cost effective and reasonably practicable.
3 = Possible – May occur on occasions.	**3 = Serious** – Accident reportable under RIDDOR 95, serious damage to property or the environment.	
4 = Probable – Could occur frequently.	**4 = Major** – Accident resulting in serious or permanent injury, major or permanent damage to property or the environment.	**13 -25 = High Risk** – Unacceptable except in extraordinary circumstances, all control measures must be taken regardless of cost.
5 = Likely – Very likely to happen unless activity prevented.	**5 = Catastrophic** – Accident resulting in death or severe disablement, destruction of property, irreversible damage to the environment.	

The risk assessments adhere to the current British Standards as follows:

HEAD PROTECTION

BS EN 397: Specification for industrial safety helmets.

EYE PROTECTION

BS EN 166: Specification for personal eye protection.
BS EN 169: Specification for filters used in eye protection for welding etc.
prEN 175: Equipment for eye & face protection during welding/allied processes.

EAR PROTECTION

BS EN 352-1: Specification for earmuffs.
BS EN 352-2: Specification for earplugs.
prEN 352-3: Specification for earmuffs attached to safety helmets.
prEN 352-4: Specification for level-dependent earmuffs.
BS EN 458: Selection, use, care & maintenance of hearing protectors.

RESPIRATORY PROTECTION

BS EN 136: Full face masks.
BS EN 137: Self-contained open-circuit compressed air.
BS EN 140: Half masks & quarter masks.
BS EN 149: Filtering half-masks against particles.

HAND PROTECTION

BS EN 420: General requirements for gloves.
BS EN 374: Protective gloves against chemicals/ micro-organisms.
BS EN 388: Protective gloves against mechanical risks (abrasion, cutting, etc).
BS EN 407: Protective gloves against thermal risk (heat &/or fire).
prEN 12477: Protective gloves for welders.

GENERAL PROTECTION

BS ENV 343: Protection against foul weather.

HEAT & FLAME PROTECTION

BS EN 470-1: Protection clothing for use in welding, grinding and cutting.

CHEMICAL PROTECTION

BS EN 7184: Selection, use and maintenance of chemical protective clothing.

FOOT PROTECTION

BS EN 345: Specification for safety footwear for professional use

9. Emergency Response plan

ACCIDENT / INCIDENT

Description

A person suffers and accident / medical incident at the workplace

Activation

- Accident leading to personal injury
- Medical incident / emergency
- Near miss
- Dangerous occurrence

Erith Response

Accident / Medical Emergency

- Stop works and make the area safe for access
- Summon the Erith First Aiders via radio explaining nature of accident / injury
- Inform Erith Site Manager of the accident
- First Aider to attend the IP and make assessment of injury and treat at scene if possible
- Where possible remove from works area to welfare area and treat as required – where required specific rescue lifting equipment can be used to move injured person (on advice from First Aider)
- Erith Site Manager to summon the emergency services where required.
- First Aider to remain with the IP until emergency services arrive and take control of situation
- Erith SHEQ team, Contract Manager, Project Manager and Client to be informed by Erith Site Manager so relevant investigation can be completed

Accidents Only

Erith Site Manager to undertake the following:

- Cordon off area of accident to prevent unauthorised access
- Collect witness details
- Complete Incident Notification Form (INF)

NOTE: Where RPE / PPE is causing additional discomfort or an inability to treat these will be removed

Incident i.e. damage

- Prevent access to work area
- Summon the Erith Site Manager/project Manager
- Assess damage where safe to do so
- Inform client /property Manager (if applicable)
- Erith Site Manager to summon the emergency services where required
- Complete Incident Notification Form (INF)
- Notify Erith SHEQ team and Contracts Manager

FIRE

Description

A fire alarm (false or real) within the site / workplace

Activation

- Continuous sounding of air horn / klaxon
- Activation of fire alarm (hard wired / WES system)
- Visible smoke / flames

Erith Response

ON DISCOVERING A FIRE

- Immediately sound the nearest fire alarm and make those around you aware of the fire
- If trained and safe to do so attempt to tackle the fire using the nearest fire extinguisher
- If the fire cannot be contained leave the area by the nearest available exit, closing any doors as you leave
- Make your way to the fire assembly point and complete roll call
- Report the location of the fire to the Erith Site Manager
- Erith Site Manager to summon emergency services to attend site
- Erith Site Manager to undertake roll call
- Erith Site Manager to liaise with emergency services when they attend site
- Erith Site Manager to inform management (SHEQ team, Contracts Manager, Operations Director, etc.)
- Erith Site Manager to complete Incident Notification Form (INF)

ON HEARING THE FIRE ALARM

- Safely stop works and leave the area in an orderly manner
- Make your way to the fire assembly point and complete roll call
- Erith Site Manager to arrange fire marshals to complete sweep of areas to find source of alarm if not confirmed as a fire (two man teams to be in constant radio contact) using **channel 6**
- Fire marshals to confirm nature of alarm (false or real), once confirmed Erith Site Manager to inform Erith SHEQ team on outcome

- **Once alarm has been confirmed as a genuine fire follow the procedures detailed above**

OUT OF HOURS ACTIVATION

- Erith Security to summon the emergency services
- Erith Security to **CALL** Erith Site Manager
- Erith security to evacuate to the assembly point
- Remain at fire assembly point and assist fire services as required

SERVICE STRIKE

Description

During excavation works a service is disturbed

Activation

- Accidental damage to a known LIVE service
- Discovery of an unknown service (Live or Isolated)
- Isolated service found to be LIVE

Erith Response

Service Strike

Electrical Services

- Immediately stop works and evacuate the area
- If discovery is by an individual (not plant) remove this person from the area if injured (following the steps set out below if safe to do so)
- Isolate the service if possible
- Use a wooden pole to remove service away from IP
- Remove IP from the area for treatment
- Cordon off the area and request Erith Site Manager to attend via radio
- Erith Site Manager to inform service provider to attend area and inspect service to ascertain if LIVE (if in doubt)
- Undertake further tests to confirm if the service is LIVE – until such confirmation has been completed no further works will commence
- Service provider to arrange suitable repair to service
- Following suitable confirmation / isolation further tests (CAT/GENNY) will be completed to trace and mark out the discovered service
- **Erith Site Manager to undertake the following:**
- Complete Incident Notification Form
- Inform Contracts Manager, Project Manager and Client
- Inform SHEQ team to initiate investigation
- Arrange for a temporary supply (if affecting other users i.e. members of the public / site works)

Gas Services

- Immediately stop works and evacuate the area
- All plant and equipment to be turned off and keys removed
- Cordon off the works area and prevent further access
- Inform Erith Site Manager of the incident and await further instructions
- Erith Site Manager will inform service provider of incident and request their attendance to the works location
- Service provider and Erith site teams to work to isolate the service
- No further works to be completed until required repair has been completed by specialist contractor / Utilities provider

- Following suitable confirmation / isolation further tests (CAT/GENNY) will be completed to trace the discovered service
- **Erith Site Manager to undertake the following:**
- Complete Incident Notification Form
- Inform Contracts Manager, Project Manager and Client
- Inform SHEQ team to initiate investigation
- Arrange for a temporary supply (if affecting other users i.e. members of the public)

Other Services

- Immediately stop works and evacuate the area
- Inform Erith Site Manager about discovery of service
- Erith Site Manager to inspect work area to ascertain type of service discovered / damaged
- Erith Site Manager to inform service provider of service strike and seek their assistance
- Where required liaise with service provider to secure isolation of service (e.g. water supplies etc.)
- Following suitable confirmation / isolation further tests (CAT/GENNY) will be completed to trace the discovered service
- **Erith Site Manager to undertake the following:**
- Complete Incident Notification Form (INF)
- Inform Contracts Manager, Project Manager and Client
- Inform SHEQ team to initiate investigation
- Arrange for a temporary supply (if affecting other users i.e. members of the public)

NOTE: If damage occurs to a known service, then ERITH will be responsible for ensuring all incoming supplies are checked / isolated prior to seeking assistance from the service provider.

- No further works involving harnesses will be permitted until a review of the SSOW / RAs has been completed by the Erith SHEQ team

Accident on carriageway

Description

During roadworks and accident happens on the carriageway works a service is disturbed

Activation

- Road Traffic Collision
- Member of workforce/public struck
- Incursion into coned area.

Erith Response

Ensure Personal Safety

- Stop all work immediately. All workers must cease operations and move to designated safe zones, away from traffic and hazardous areas.
- Advise Site supervision and Traffic Management team. Authorised operatives to use traffic cones, barriers, hazard lights, and road signs to warn approaching vehicles about the incident until emergency services arrive
- Evaluate the situation. Assess whether there is a risk of fire, chemical spill, or further accidents.

Report the Incident

- Call emergency services. Dial the local emergency number (999) and provide:
  - Exact location (road, mile marker, nearest cross-street)
  - Description of the accident (type, number of vehicles, potential injuries)
  - Any hazardous materials involved
  - Road conditions and traffic disruption
- Notify site supervisor. Inform the site supervisor of the accident and initial assessment.

- Notify clients team and BCC Traffic Team if required.

Prevent Further Injury

- Traffic Management Operatives to redirect traffic, If it is safe to do so, use cones, and signs to direct traffic away from the accident scene.
- Ensure that workers are in safe locations.
- Secure the area. Establish a clear perimeter around the accident site to prevent additional accidents or injuries.
- Co-operate with emergency services on arrival.

Medical Response

- Check for injuries. Call for first aiders to check any injured workers or public persons near the accident.
- Minor injuries: Provide basic first aid (bandaging, splinting, etc.).
- Severe injuries: Keep the injured person still and avoid moving them unless absolutely necessary (e.g., to avoid further danger from traffic or fire).
- CPR/First Aid: First aiders administer CPR or first aid until emergency medical responders arrive.

Post Incident Actions

TM Operatives to re-establish closures and replace cones and safety zones
Any rubbish or detritus to be remove before works recommence.
Investigate incident to identify any lessons ;learnt

NOTE: Do not put yourselves in danger. Do not attempt to put out any fires, free people from vehicles or enter into the live traffic lane.

EXCAVATIONS

Description

- Operative injured / experiencing medical emergency whilst working within an excavation and able to self-rescue
- Operative injured / experiencing medical emergency whilst working within an excavation and requires rescue by others
- Incident occurring outside the excavation requiring the excavation to be evacuated by all persons within
- Incident occurring inside the excavation requiring the excavation to be evacuated by all persons within
- Personnel trapped by excavation collapse

Activation

- Accident leading to injury
- Person experiencing medical emergency
- Excavation collapse
- Fire / explosion
- Ingress of liquid
- Ingress of free flowing solid
- Ingress of poisonous gas, fumes or vapour
- Oxygen deficiency
- Oxygen enrichment

Erith Response

Operative Self Rescue Following Injury or Medical Emergency

- Operative shall stop work immediately and vacate the excavation

- Upon vacating the excavation the operative shall summon Erith First Aiders explaining the nature of the injury / medical emergency
- Inform Erith Site Manager or nominated deputy of the injury / medical emergency
- First Aider to attend the IP and make assessment of injury / medical emergency

Excavation Rescue by Others Following Injury or Medical Emergency

- Stop works within the Excavation and make safe for access by others
- Summon Erith First Aiders to undertake initial assessment of the casualty from outside of the excavation
- Inform Erith Site Manager or nominated deputy of the injury / medical emergency
- In the event that it is deemed safe to do so, Erith First Aider to enter the excavation and treat the casualty
- First Aider to assist the casualty to exit the excavation if possible
- Where required rescue specific lifting equipment can be used to move the casualty (on advice from First Aider) :
  - If not already wearing a harness casualty to be fitted with a rescue specific harness (i.e. no leg straps)
  - Harness to be attached to excavator lifting point by a suitable means
  - Casualty to be lifted carefully from excavation using the excavator
- In the event that it is deemed unsafe for the Erith First Aider to enter the excavation to treat the casualty, and the casualty is wearing a harness, consideration should be given as to whether the casualty can be removed safely from the excavation for treatment using an excavator as described above
- If following the initial assessment it is deemed to be too dangerous for the First Aider to enter the excavation and the injuries / condition of the casualty are considered to be too severe for them to be moved, the Emergency Services shall be summoned by the Erith Site Manager or nominated deputy
- **NOTE: The Emergency Services should not be solely relied upon to effect a rescue and a suitable and sufficient risk assessment which considers the hazards inherent to the excavation and suitable means of access/egress shall be undertaken prior to the commencement of any works.**

Evacuation following an incident outside the excavation

- All operatives shall stop work immediately once the alarm has been raised
- All tools and equipment shall be switched off/made safe
- All operatives to put on re-breathers (if applicable)
- All operatives shall vacate the excavation following the procedure set out in the emergency evacuation plan
- Upon vacation of the excavation a role call shall be undertaken by the supervisor using the entry/exit tally system on the excavation entry permit.
- Once it has been established that all operatives have vacated the excavation, all operatives shall then proceed to the emergency assembly point where a further role call shall be undertaken by the Site Manager
- Site Manager to summon emergency services should they be required and inform Erith SHEQ team
- All personnel shall remain at the assembly point until such time as all clear has been given and it is deemed safe to return to work.

Evacuation following an incident inside the excavation

- All operatives shall stop work immediately once the alarm has been raised
- All tools and equipment shall be switched off/made safe
- Operatives to put on re-breathers (if applicable)

- All operatives shall vacate the excavation
- Upon vacation of the excavation a roll call shall be undertaken by the supervisor
- Once it has been established that all operatives have vacated the excavation, all operatives shall then proceed to the emergency assembly point where a further roll call shall be undertaken by the Site Manager
- Site Manager to summon emergency services should they be required and inform Erith SHEQ team
- All personnel shall remain at the assembly point until such time as the all clear has been given and it is deemed safe to return to work.

Personnel trapped by excavation collapse

- **Excavation collapses generally occur due to unstable soil conditions combined with improper or inadequate shoring.**
- **The potential hazard of additional collapse is an extremely high risk**
- **Removing soil or debris, adding weight near the edge of an excavation, vibration (such as vehicle movement), rain, may cause additional collapse at any time during an attempted rescue operation.**
- **UNDER NO CIRCUMSTANCES SHOULD A RESCUE BE ATTEMPTED, IN THIS INSTANCE IT IS IMPERATIVE THAT THE EMERGENCY SERVICES BE SOLEY RELIED UPON TO EFFECT A RESCUE/RECOVERY.**
- Inform Erith Site Manager or nominated deputy of the excavation collapse
- Erith Site Manager to summon the emergency services
- All vehicles to be switched off and the keys removed
- An exclusion zone to be set up around the area of excavation collapse
- Erith Site Manager to liaise with the emergency services upon arrival

SPILL OF HAZARDOUS LIQUID(S)

Description

A spill of any oil or chemical within the Erith controlled zone
Uncontrolled spills that have the potential to cause Environmental Damage both locally (internally / externally) and to the further site / environment

Activation

- Release of stored hazardous liquid
- Spill of chemicals used in work processes
- Failure of hydraulic hose on site plant (e.g. excavators etc.)
- Spill of fuel (not contained by drip tray / plant nappy)

Erith Response

Spill of Hazardous Chemical/Substance, Failure of Hydraulic hose / Fuel Spillage

- Source of spill / leak will be isolated
- Plant / refuelling will be stopped and isolated
- Sources of ignition will be isolated / removed
- Local spill kits will be used to contain / absorb any immediate spills, use containers / absorbent materials to collect / contain liquids
- Due care will be paid to ensure any local drains etc. will be protected with absorbent materials / matting to prevent ingress of contaminants
- Any remaining contents will be removed from damaged containers prior to their removal for disposal / repair
- Persons NOT involved in the clean-up will leave the area
- Gas monitoring will be undertaken during all clean up works (where required)
- Erith Site Manager to be informed

- Once contained the absorbent materials will be collected and removed as contaminated waste via the appropriate waste bin
- As part of the clean up the contaminated spill kits will be disposed of as hazardous waste, any contaminated hardstanding / soil will also be removed and disposed of
- Local interceptors will be checked where any spills are of a size that could affect drainage

NOTE (A): Where spill affects personnel (e.g. splashes to skin / eyes) the affected person will be removed to the welfare area and decontaminated under the supervision of the First Aider.

NOTE (B): WHERE A SPILL OCCURS OF A SIZE THAT LEADS TO THE CONTAMINATION OF ANY DRAIN OR PERMEABLE SURFACE (E.G. HARDSTANDING / SOIL) ERITH ENVIRONMENTAL MANAGER WILL BE INFORMED BY ERITH SITE MANAGER

SECURITY BREACH

Description

Unauthorised access to Erith site / works

Activation

- Security breach discovered by onsite security
- Security breach discovered by site management
- Security breach observed on CCTV

Erith Response

Security Breach Discovered by Onsite Security / Erith Personnel

- In the event that a security breach is discovered the onsite security officer / Erith employee should inform the Erith Site Manager immediately
- **In the event that the intruders remain on the premises the following shall apply:**
  - If the security officer / Erith employee feels he may be entering a dangerous situation, he should inform a colleague, dispatch (security only) or the police and wait for backup to arrive before taking any further action.
  - Ideally intruders should not be approached
  - However if unavoidable, intruders should be approached in a calm manner
  - For safety purposes the security officer / Erith employee should leave a few feet distance between himself and the subject.
  - The security officer / Erith employee should never box a subject in or make him feel that he is trapped, subjects should always be left a means of escape.
  - If the intruder runs the security officer / Erith employee should not give chase, however they should get a good description of the subject and the direction in which they left in order to provide this information to the police.

Once informed the Erith Site Manager should undertake the following:

- Inform the police (if not already contacted)
- Attend site (if not already there) and liaise with the police as soon as possible
- Inform senior management (Contracts Manager, Project Manager, SHEQ team, Client)
- Survey damage and arrange for repairs to be undertaken
- Collate a list of any items stolen and obtain crime number from police
- Review CCTV footage with police
- Complete Incident Notification Form (INF)
- Liaise with SHEQ team to undertake review of site security.

Security Breach Discovered Post Event

- In the event that a security breach is discovered the discovering person should inform the Erith Site Manager immediately

Once informed the Erith Site Manager should undertake the following:

- Inform the police
- Attend site (if not already there) and liaise with the police as soon as possible
- Inform senior management (Contracts Manager, Project Manager, SHEQ team and Client)
- Survey damage and arrange for repairs to be undertaken
- Collate a list of any items stolen and obtain crime number from police
- Review CCTV footage with police
- Inform procurement in order for insurance company to be notified.

Liaise with SHEQ team to undertake review of site security

UN-EXPLODED ORDNANCE DISCOVERY

Description

- Un-exploded ordnance is discovered at an Erith site / works
- Suspected un-exploded ordnance is discovered at an Erith site / works

Activation

Un-exploded ordnance is discovered at an Erith site / works

Erith Response

Un-exploded Ordnance (UXO) is discovered

- All site works shall cease immediately following the alarm being raised by continuous sounding of air horn
- All tools and equipment shall be switched off/made safe
- All vehicles to be backed away from the area of the discovery, switched off and the keys removed
- Under no circumstances shall the object be touched or moved
- The location of the suspected UXO shall, be marked on the site plan.
- Site Manager to contact the police by calling 999 to notify the nearest bomb disposal unit.
- The site shall be evacuated in an orderly manner and all personnel shall proceed to the emergency assembly point where a role call shall be undertaken by the Site Manager.
- Under no circumstances shall any unauthorised person re-enter the site until it has been declared safe to do so by the authorities.

10. Key Dates and Phase of Work Plan

Key Dates.

Project start date: On site works are due to begin in **March 2025.** The project end date is set to be **June 2026** and final contractual completion **July 2026.**

Phase of Work Plan

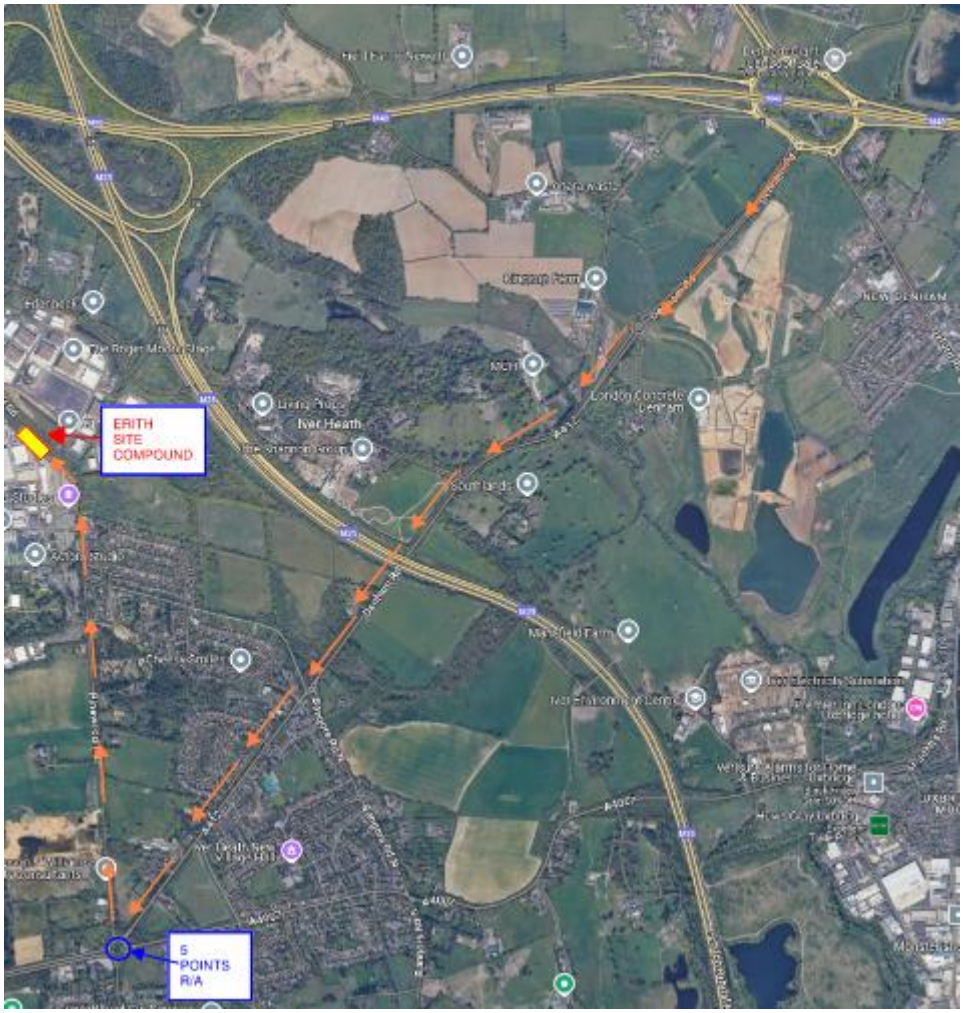
All Phase's will include Vegetation clearance, Site clearance, service investigations and HV, LV, Water and comms diversions. Also, all ending with Tactiles, signage, road markings, landscaping and traffic signalling / toucan crossings including duct crossings.

11. Further Recommendations

This Traffic management plan will need to be revised if there are any major changes to the size and type of machinery working on site or if there are any changes to any processes that may incur a significant rising of the level of risk from traffic and or traffic management.

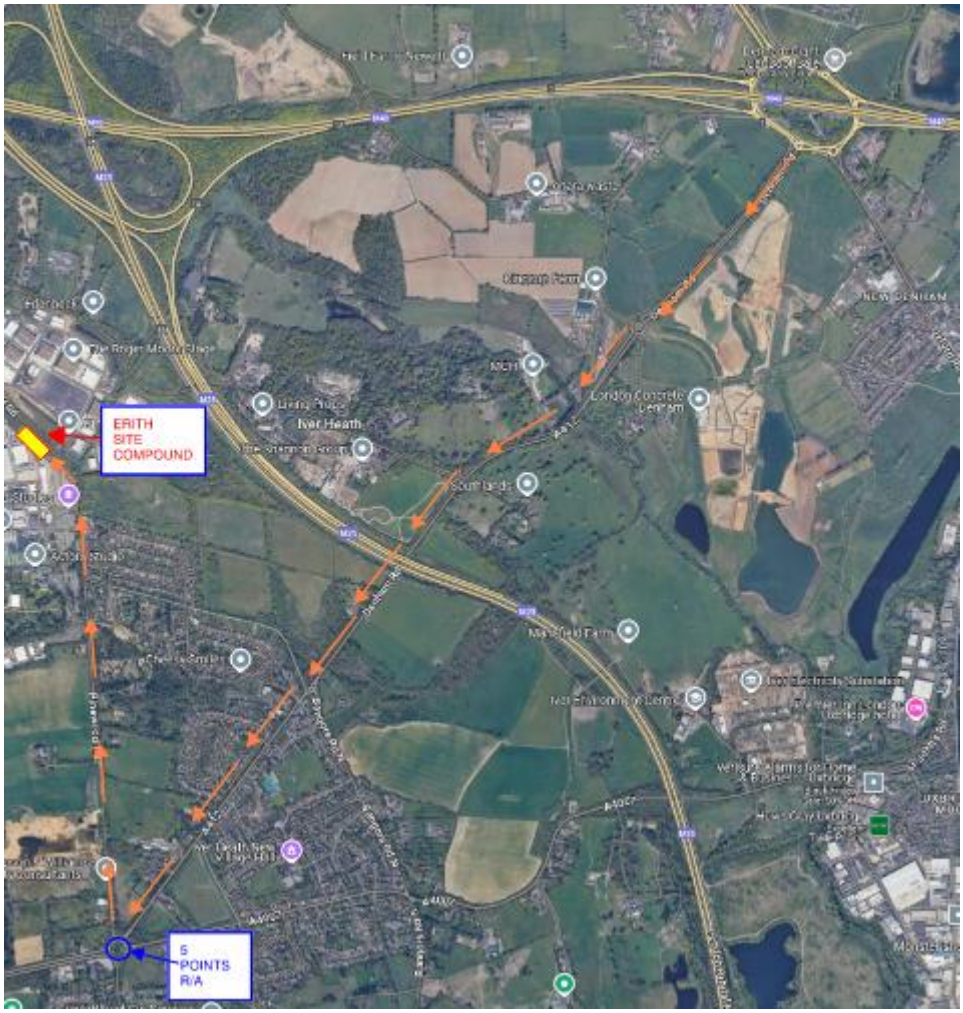
Regardless of the above statement this Traffic management plan will be revised/reviewed regularly to ensure it is fit for purpose.

Appendix A – Access to site from M40 Junction 1 Construction Traffic Under 7 tonne



Leave M40 at Junction 01 and take exit for A412.
Go Straight over the first roundabout following the A412.
Following the A412 carry on straight over the next 2 roundabout staying on the A412 on Denham Road.
Follow the road down to five points roundabout and take the 4th exit on to Pinewood Road.
Follow the road up to the next roundabout and take 1st Exit left into to Erith compound.

Appendix AA- Access to site from M40 Junction 1 Construction Traffic over 7 Tonne



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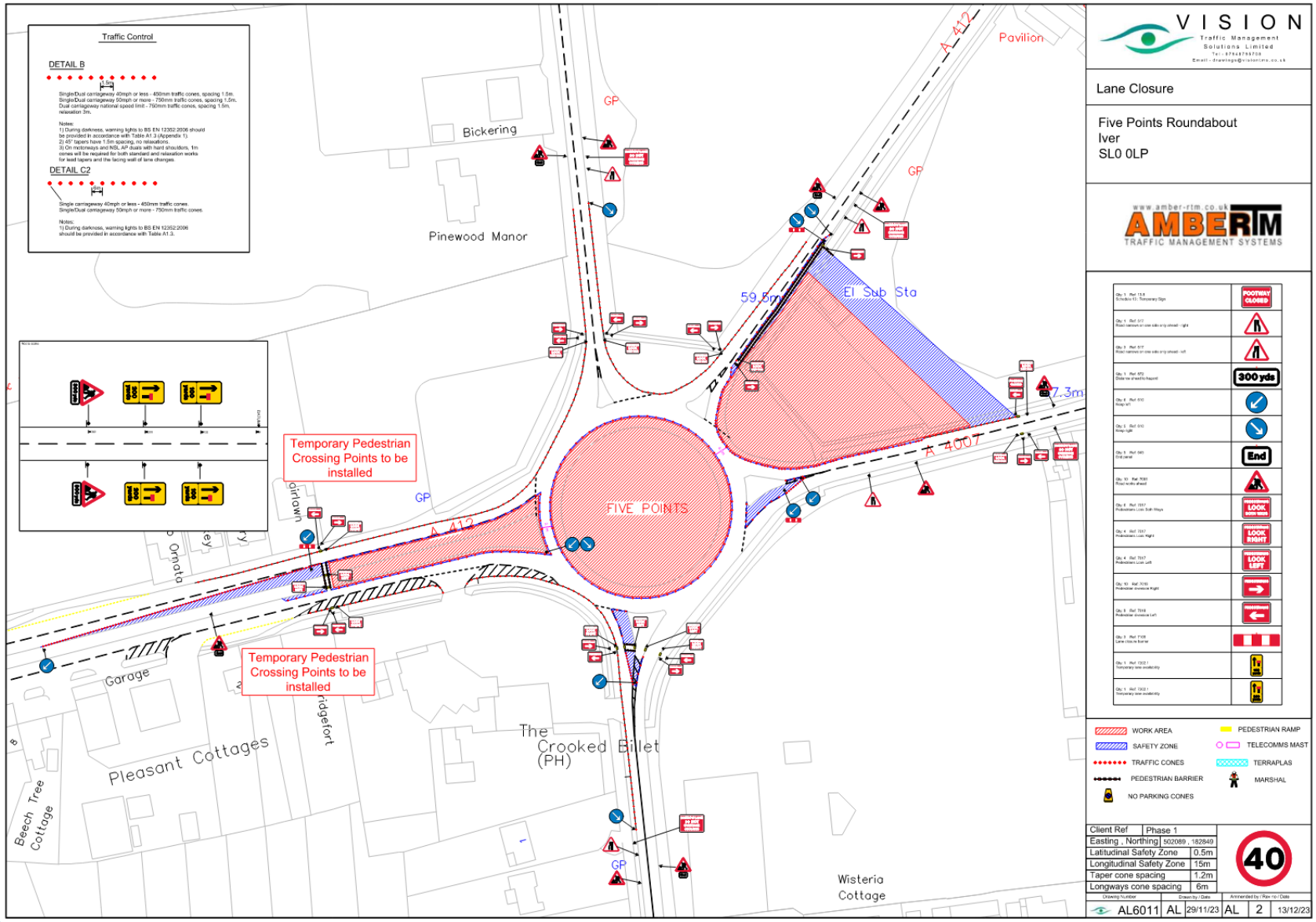
Go Straight over the first roundabout following the A412.
Following the A412 carry on straight over the next 2 roundabout staying on the A412 on Denham Road.
Follow the road down to five points roundabout and take the 4th exit on to Pinewood Road.
Follow the road up to the next roundabout and take 1st Exit left into to Erith compound.

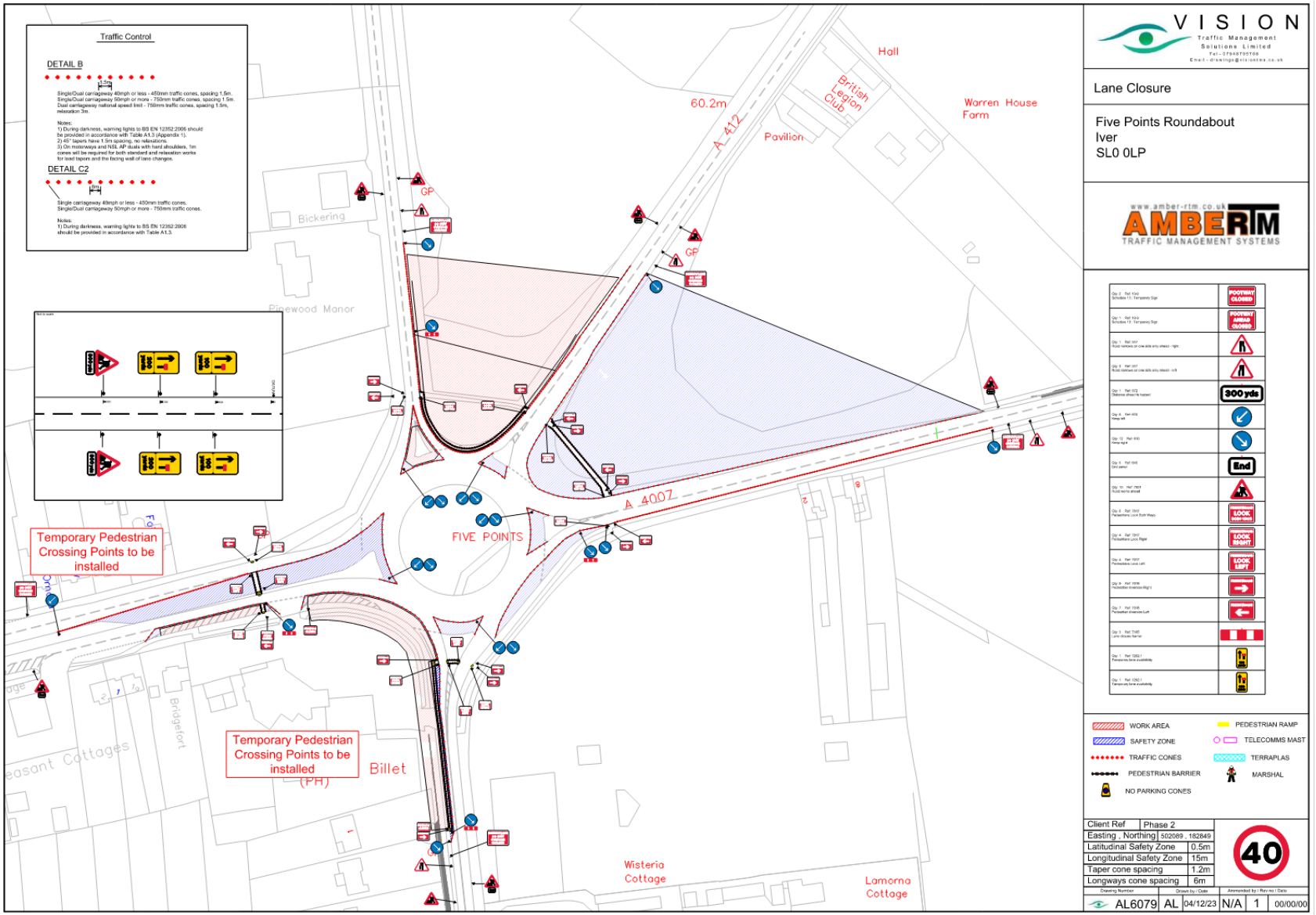
Appendix B

AmberRTM traffic Management Plan Phase 1



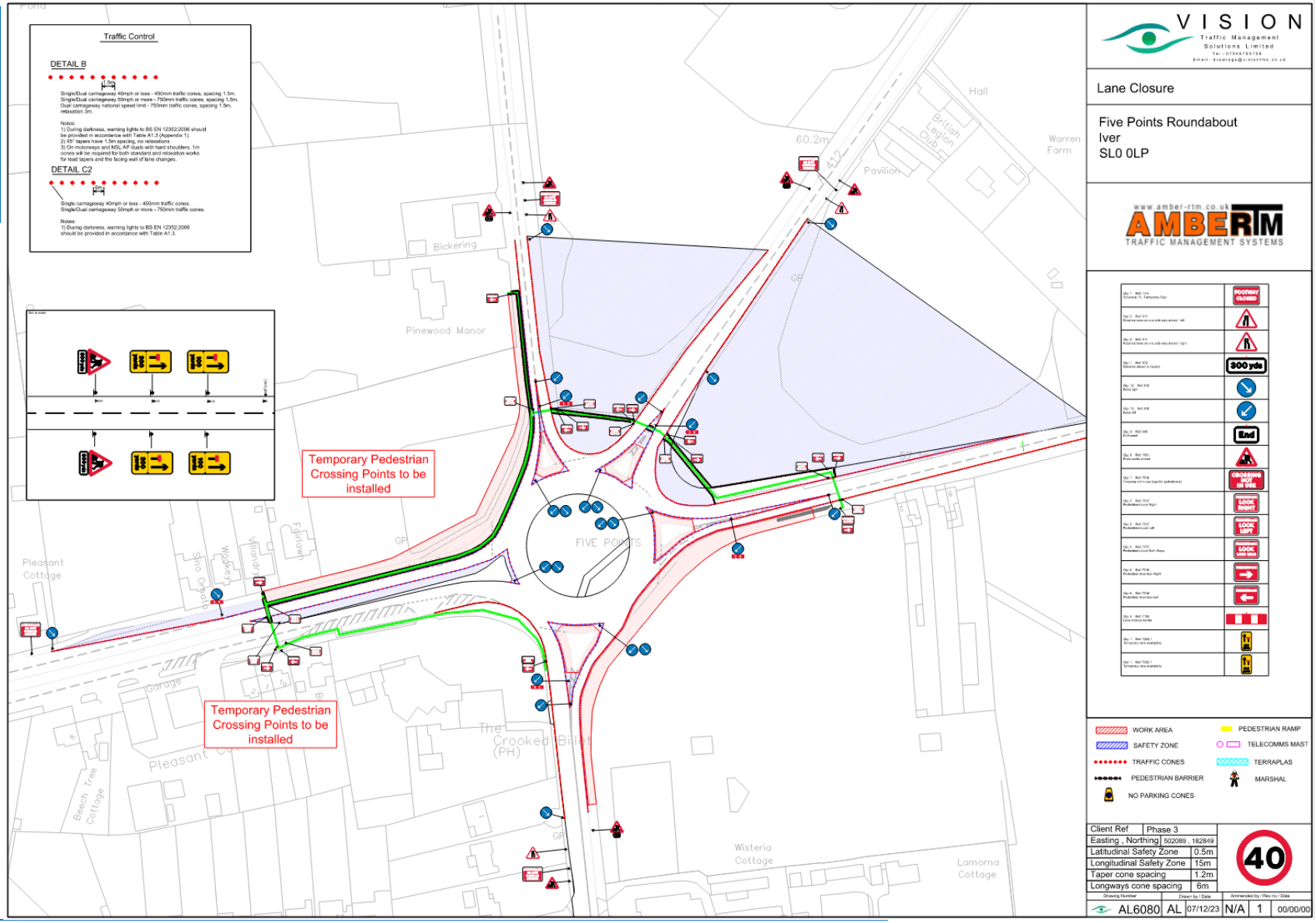
Appendix B

AmberRTM traffic Management Plan Phase 2



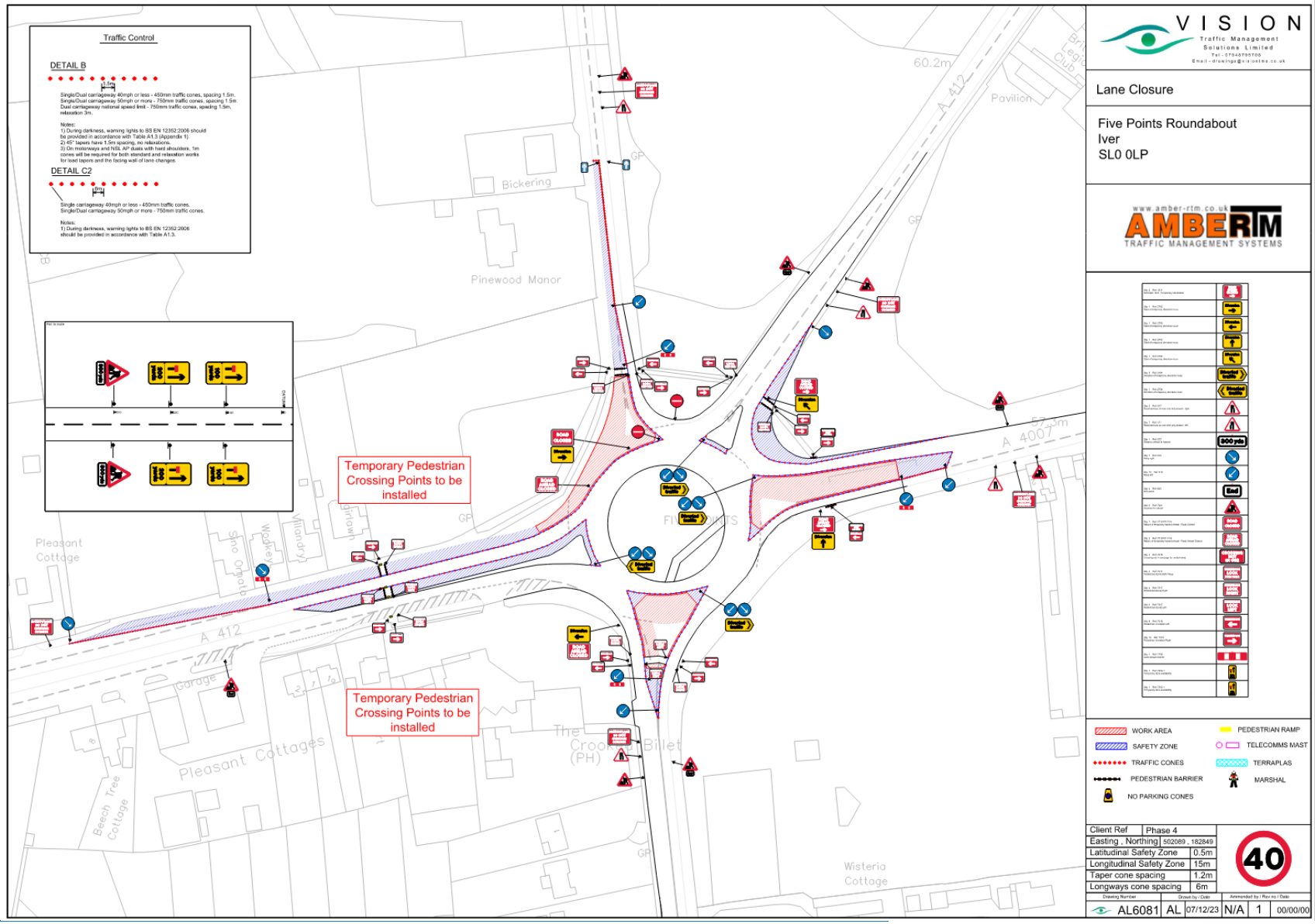
Appendix B

AmberRTM traffic Management Plan Phase 3



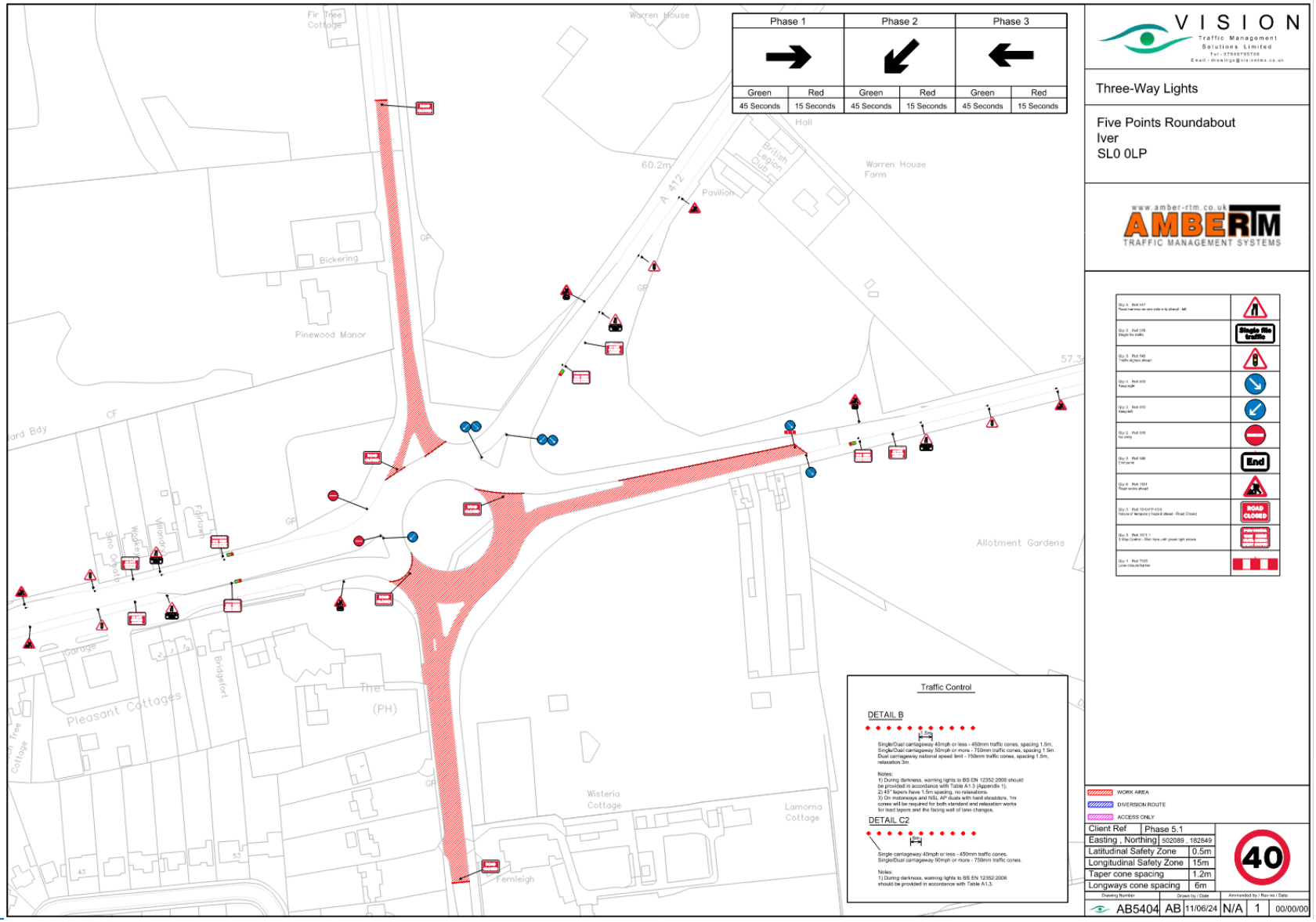
Appendix B

AmberRTM traffic Management Plan Phase 4



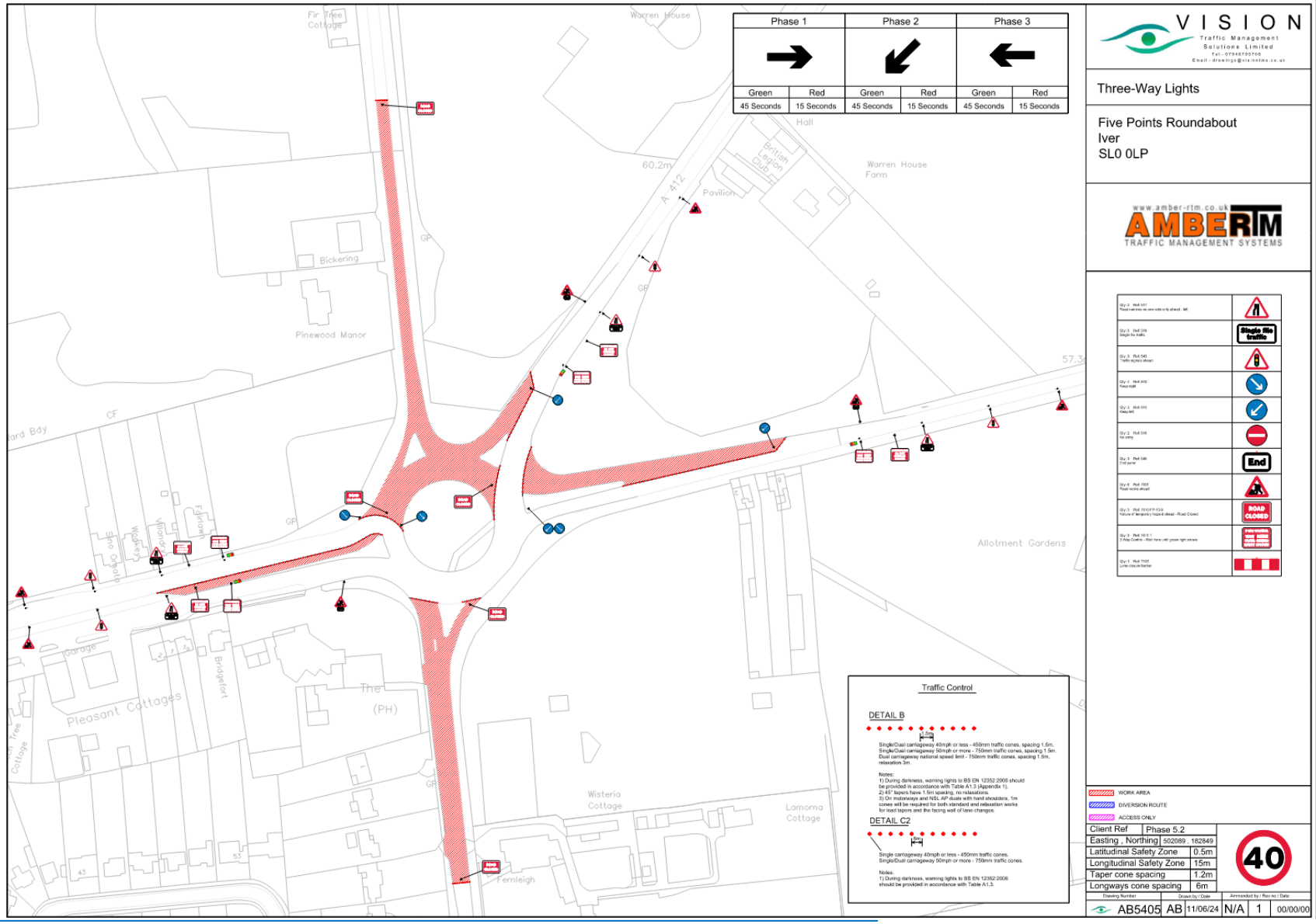
Appendix B

AmberRTM traffic Management Plan Phase 5.1



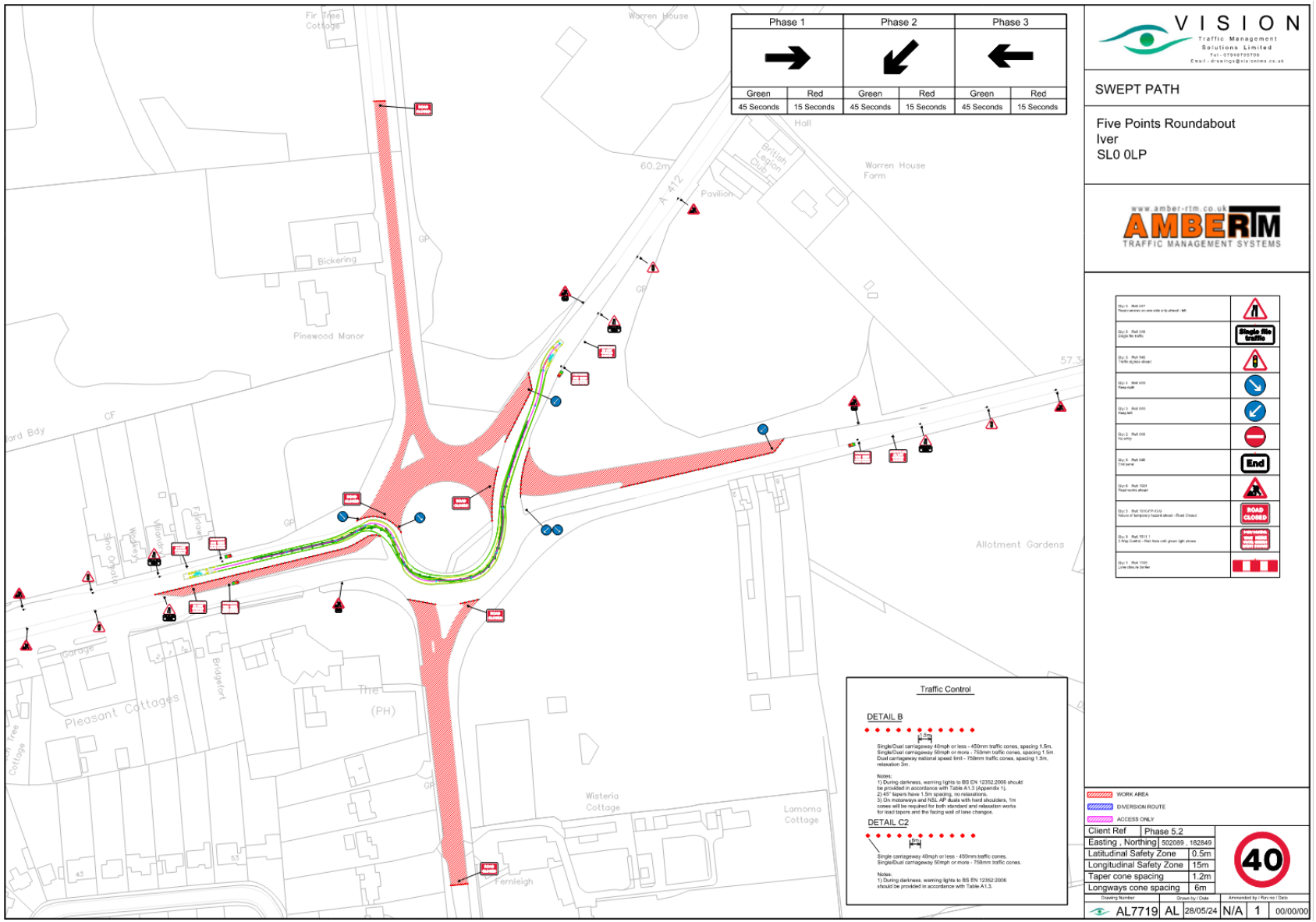
Appendix B

AmberRTM traffic Management Plan Phase 5.2



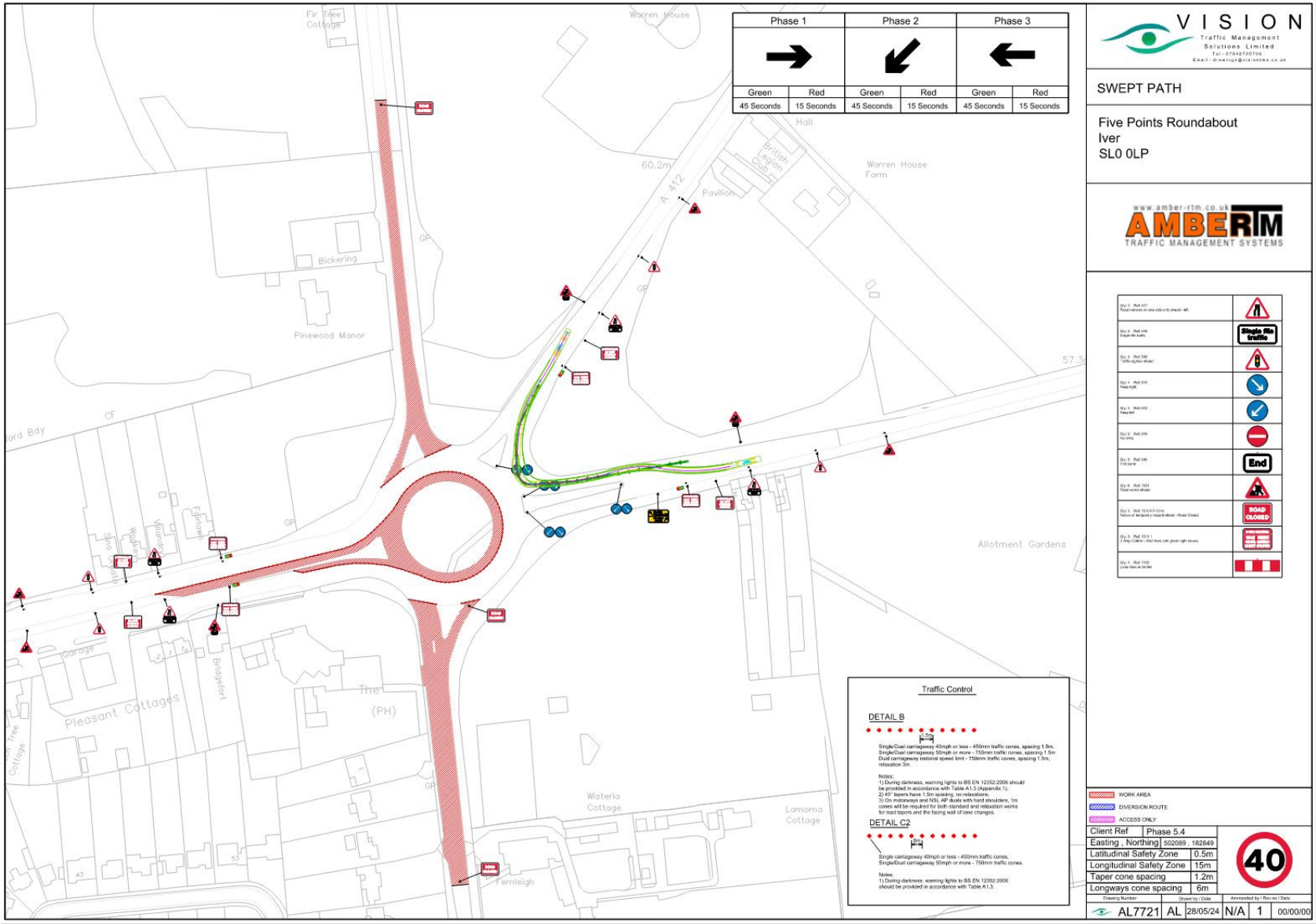
Appendix B

AmberRTM traffic Management Plan Phase 5.3



Appendix B

AmberRTM traffic Management Plan Phase 5.4



Appendix D - Sign Off Sheet for Site Personnel

		Date	
Briefing title			

Person Delivering Briefing	Signature	Job Position

By signing I confirm that I have understood the content of the attached document / Briefing given to me and will confirm to its requirements

No#	Name	Signature	Company	Date
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Feedback