



CONSTRUCTION TRAFFIC MANAGEMENT PLAN

FOR
Former Buzz Bingo Site
Bolton Road
Banbury
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Churchill Retirement Living

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Construction Environmental Management Plan

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CONTENTS

- 1 INTRODUCTION
- 2 CONSTRUCTION PROCESS
- 3 MEASURES, MANAGEMENT & CONTROL PROCESSES
- 4 ENVIRONMENTAL IMPACT MEASURES
- 5 CONSTRUCTION WORKER TRAVEL PLAN
- 6 SUMMARY AND CONCLUSIONS

Appendices

1. Construction Traffic Route Map

Construction Environmental Management Plan

1 INTRODUCTION

1.1 Introduction

This Construction Traffic Management Plan (CTMP) has been prepared to address the control of construction related traffic.

The CTMP outlines and mitigates any potential impacts of the construction process on the receptors surrounding the development site.

It is Churchill Retirement Living's (CRL) intention that its work will be carried out in accordance with all relevant statutory provisions and all reasonable practicable measures will be taken to avoid any risk to its employees or others who may be associated or affected thereby.

1.2 Location

The site is located approximately 0.1 km to the northwest of the centre of Banbury.

The National Grid Reference for the site is SP45424073. The site is bounded to the north by Castle Street and to the west by North Bar Street (A361). Bolton Road forms the eastern site boundary together with a depot building to the southeast of the site. Residential properties and associated access/car parking are present to the south of the site.

1.3 Existing Development

The site is irregular in shape with an approximate area of 0.49 ha. The site and surrounding area appear to slope gently down to the north and northwest. The large former Buzz Bingo building of brick construction and two-storey in height occupies the western and central area of the site. The remaining area in the east is occupied by a hard surfaced car park and access road to the site via Bolton Road to the south of the site. Small grass verges are present along the northern elevation of the building adjacent to Castle Street and a brick wall and railings are present around the car parking area. The site is at a higher level than Castle Street and steps down to Castle Street are present adjacent to the building. The access road to the car park from the south is concrete surfaced. The adjacent car parking areas to the south of the site for the depot and residential properties is at a higher level than the car park for the site with a brick retaining wall approximately 1m in height present along the southern boundary of the car park.

1.4 Proposed Development

The proposed development will seek to demolish the existing buildings and construct 78 one and two bed saleable apartments for the retirement sector including associated communal, parking and amenity areas.

1.5 Context & Scope

Construction Environmental Management Plan

The principal aim of this CTMP is to ensure that demolition, excavation and construction works are organised and delivered in a manner that safeguards the highway impact, highway safety and the receptors of the area surrounding the development site whilst protecting the environment.

1.6 Report Structure

Travel Plan measures are outlined.

2 CONSTRUCTION PROCESS

2.1 Introduction

This section outlines the proposed development schedule, construction methodology and the way in which deliveries will be controlled with regards to the local highway network.

Site management and supervising staff have responsibility for implementing the Company's Health and Safety Policy and will ensure that Health and Safety considerations are always given priority when planning and during the day to day supervision of the work.

All Employees and Sub Contractors are expected to co-operate with Churchill Retirement Living in carrying out their duties and will ensure that their work, so far as is reasonably practicable, is carried out without risk to themselves or others.

It is our objective to ensure that accidents and ill health arising from work activities are minimised and that due consideration is given to local residents and members of the public.

Churchill Retirement Living has employed internal safety advisers to visit and give advice on the requirements of the relevant statutory provisions and safety matters generally.

2.2 Development Schedule

The proposed development anticipated duration is approximately 18 months. There would be five main phases to construction of the development;

Phase 1 – Demolition of Existing Buildings

Phase 2 – Groundwork's

Phase 3 – Superstructure and Roof

Phase 4 – Internal Works

Phase 5 – Landscaping and Utilities

It should be noted however that the construction programme may be subject to change.

Construction Environmental Management Plan

Prior to any demolition or construction works being carried out, a local highway condition survey will be carried out and recorded by means of dated photographs, these records will be kept and stored for future reference. Once all development work has been completed, a further survey will be carried out and comparisons made with the original survey. Any damage or change to the highway condition will be notified to County Highways for further discussion.

2.3 Delivery of Plant & Materials

All materials associated with the development process will be stored within the site boundaries. Skips and other plant will also be stored within the curtilage of the site. A dedicated loading and unloading area for plant and materials will be created.

It is envisaged that there will be approximately four deliveries to the site per day over the course of the construction period.

The Company will employ a qualified Banksman whose duties will include the management of delivery vehicles. The Banksman will wear high visibility clothing at all times and will direct vehicles and pedestrians when delivery vehicles require access and egress to and from the site. A tower crane is to be deployed to assist with the construction process. The vast majority of material deliveries will be off-loaded by the crane and distributed directly to its designated area of installation, however, a dedicated storage area will be provided for when this is not possible.

Macadam temporary roads and hard standings will be provided for storage areas, traffic and pedestrian routes. This will provide a clean surface for manoeuvre and prevent vehicles from carrying mud and debris onto the public highway.

All deliveries to the site will have to book in advance with the Site Manager who will keep a record of the schedule and all deliveries. All deliveries will then be met by the Banksman who will assist vehicles entering, exiting and manoeuvring into and out of the site.

The Banksman will co-ordinate the transfer of materials from the loading area. Through this arrangement it is hoped that the dwell time of the delivery vehicles can be reduced to less than 30 minutes, where possible.

Churchill Retirement Living will adopt a procedure to maintain the cleanliness of the carriageway. At the initial stages of the project when vehicles are entering site and are unlikely to be running on hard surfaces, wheel washing procedures will be implemented along with regular road cleaning. As the project develops and before the main construction commences, the permanent hard surfaces will be in place along with temporary hard running surfaces where needed, which will prevent mud and other contaminants being carried onto the carriageway.

Construction Environmental Management Plan

Signage will be placed as required to advise road users and pedestrians of the construction site ahead. Deliveries will be coordinated where possible to avoid simultaneous arrivals and congestion on the surrounding roads.

Dedicated pedestrian routes will be provided offering safe, direct access to the site office from the pedestrian entrance and routes will be adequately signed.

Deliveries will not take place between the hours of 08:00-09:00 and 17:00-18:00.

2.4 Working Hours

All work will be conducted between 07:30 to 18:00 hrs Monday - Friday and between 08:00 to 13:00hrs on a Saturdays, there will be no Sunday or Bank Holiday working on site. Demolition and enabling works will last for approximately 6 weeks. The construction period is anticipated to last for approximately 18 months.

Due to the close proximity of surrounding residential buildings and business premises, and the associated traffic congestion at the beginning and the end of the day. Churchill Retirement Living will seek to restrict material deliveries to the site through this period. No HGV movements to or from the site shall take place between the hours of 8:30 – 9:15 am and 4:00 – 6:00 pm nor shall the any HGVs associated with the development be laid up, waiting, in the surrounding residential streets during these times. These conditions will be conveyed to all relevant parties when placing material and subcontract orders.

For any noisy works where there is a direct impact upon surrounding properties within the specified times, the site manager will make contact with the neighbours to consult on the duration, extent and impact of the works to see if an informal agreement can be reached to minimise the duration of these works or carry them out at specific times.

2.5 Construction Traffic Routing

The supply chain will be instructed to use the following directions when delivering goods to site:

Leave M40 AT Junction 11

Exit the roundabout onto A422 (Banbury)

At the 1st roundabout, take the 2nd exit onto Hennef Way/A422

At the 2nd Roundabout, take the 2nd exit onto Hennef Way/A422

At the 3rd roundabout, take the 1st exit onto Southam Road/A361

At the T junction (Warwick Road) turned left and then 1st right onto Bolton Road.

All delivery drivers and construction workers will be advised of the preferred route prior to making their delivery or commencing work.

Construction Environmental Management Plan

It is considered that the proposed routing avoids the use of minor roads and maximises the use of the major strategic roads where possible.

2.6 Construction Stages, Vehicle Movements & Vehicle Types

At present it is anticipated that the proposed redevelopment of the site will complete in approximately 18 months. It should be noted that the construction programme and corresponding construction traffic strategies may be subject to change prior to work commencing on site. Any significant changes to the CTMP that may occur would need to be agreed with officers at Cherwell District Council.

2.6.1 Phase 1 – Demolition of Existing Building

For the first 10 weeks of the construction period the site will be prepared for the subsequent phases of development. This will involve the erection of hoardings, Ecology, Arboricultural and Archaeology works, signage, site set up and the demolition of the existing building.

During initial demolition works, all deliveries will be taken from Bolton Road and off loaded within the site boundaries, vehicle movements in and around the site will be controlled by a qualified Banksman. Once demolition works have been completed and the site cleared, temporary roads and hard standing will be installed.

A parking area will be provided onsite during the demolition phase; this will avoid inconvenience to local residents and businesses.

Vehicle movements to the site during this phase are not expected to be significant with occasional deliveries of hoarding and the removal of the existing structure. The Contractor anticipates that this is likely to result in the region of 1 or 2 lorry movements per day.

2.6.2 Phase 2 – Groundwork's

It is expected that the groundwork's will take approximately 10 weeks with the key activities on site involving the site strip and muck away, foundations, and drainage.

It is envisaged that during this phase there will be between 1 and 3 deliveries per day with the majority of these movements made up of concrete, muck away trucks and rigid vehicles delivering materials. Some of these deliveries will be larger plant movements.

Prior to the commencement of any site clearance works a temporary access road will be formed. Clearance vehicles will be loaded whilst parked on site to prevent debris from entering the road.

The Company will employ a qualified Banksman whose duties will include the management of delivery vehicles. The Banksman will wear high

Construction Environmental Management Plan

visibility clothing at all times and will direct vehicles and pedestrians when delivery vehicles require access and egress to and from the site. A tower crane is to be deployed to assist with the construction process. The vast majority of material deliveries will be off-loaded by the crane and distributed directly to its designated area of installation, however, a dedicated storage area will be provided for when this is not possible.

2.6.3 Phase 3 – Superstructure & Roof

The third phase of the construction period is likely to last for an 8-month period and will involve the construction of the development including floors, masonry work, roof structures, gutters and drainpipes.

The Company will employ a qualified Banksman whose duties will include the management of delivery vehicles. The Banksman will wear high visibility clothing at all times and will direct vehicles and pedestrians when delivery vehicles require access and egress to the site. A tower crane is to be deployed to assist with the construction process. The vast majority of material deliveries will be off-loaded by the crane and distributed directly to its designated area of installation, however, a dedicated storage area will be provided for when this is not possible.

Macadam temporary roads and hard standings will be provided for storage areas, traffic, parking and pedestrian routes. This will provide a clean surface for manoeuvre and prevent vehicles from carrying mud and debris onto the public highway.

Vehicle movements to the site during this phase are not expected to be significant with articulated vehicles for masonry deliveries and roof construction and heavy vehicles for bulk materials such as bricks, blocks and roof tiles. We estimate that this phase is likely to result in a maximum 6 deliveries per day.

2.6.4 Phase 4 – Internal Works

The fourth phase of the construction period is likely to last for 6 months and will involve the internal works such as the fitting of plasterboards, windows, carpentry, tiling, electric, plumbing, floor coverings and painting.

Vehicle movements to the site during this phase will primarily be smaller vehicles such as vans delivering internal fittings such as bathrooms and kitchens. However, there will be some articulated vehicle deliveries associated with the delivery of plasterboard, doors and windows. It is anticipated that this phase is likely to generate a maximum of 4 deliveries per day.

2.6.5 Phase 5 – Landscaping & Utilities

The fifth and final phase of the development will be the least intensive with respect to vehicle movements to the site. It includes landscaping and

Construction Environmental Management Plan

installation of utilities and is anticipated to last for 2 months. Vehicular activity is likely to involve circa 1 van movement per day although turf deliveries may involve larger vehicles.

2.7 Dwell Times

Delivery vehicles are unlikely to attend the site for any longer than 30 minutes. All delivery vehicles would drive into the site and load/unload in the designated loading/unloading area. The delivery booking system would allow sufficient times between deliveries to ensure that no vehicles would have to wait on the surrounding highway network before entering the site.

The following dwell times are expected for the vehicles accessing the site during the construction phases.

- Skip Delivery / Spoil Collection – between 5 to 15 minutes
- Plant Delivery / Collection – between 5 to 15 minutes
- Materials delivery – between 15 and 30 minutes
- Concrete delivery – up to 30 minutes

Further measures that will be employed to control the number and frequency of vehicles arriving at the site are detailed within **Section 3** of this report.

2.8 Construction Worker Trips

CRL estimate that the site will require 2-3 direct employees supported by 15 sub-contractors at different phases of the construction. As such, it is estimated that there will be between 5 and 30 construction workers on site at any one time. With construction works taking place Monday to Friday 08:00 until 18:00 it is likely the majority of workers would arrive between 07:30 and 08:00 with a peak between 07:45 and 08:15. With regards to departures it is likely that the majority of workers would depart between 16:30 and 17:00 with only some workers staying until 18:00.

Due to the restrictive nature of the site, onsite parking will not be permissible.

2.9 Existing Parking Restrictions

Parking in the local area is very limited. Contractors and visitors will be encouraged to use one of a number of dedicated public car parks within the area. Contractors and site visitors will be encouraged to use The Bolton Road public car park which is only a short walk to the site. Churchill Retirement Living is also to approach the local businesses and land owners with a view of renting space for the car parking for the site management and workforce.

Construction Environmental Management Plan

Local Authority Waste and recycling collections occur on Tuesday's. Where possible the Site Manager will try and minimise any deliveries on waste collection days in order to reduce the conflict with refuse trucks operating.

3 MEASURES, MANAGEMENT & CONTROL PROCESSES

3.1 Introduction

This section sets out the measures, management structure and control processes that will be put in place to implement, monitor and manage the CTMP. The Site Manager will be responsible for the site works which will ensure that the control processes are efficiently communicated and implemented.

3.2 Transportation Co-ordination

The Site Manager for the project will undertake the transport co-ordination role for the site. In this respect, their main responsibilities will include:

- Managing the implementation of the CMP
- Vehicle scheduling
- Informing local residents of any low loader deliveries associated with construction of the site to avoid / minimise disruption
- Checking for scheduled road works on <http://roadworks.org>
- Checking for scheduled refuse collections with the Local Authority
- Handling any complaints
- Acting as a point of contact for employees, contractors and the general public.

The Site Manager will also be responsible for keeping neighbours adjacent to the development informed of the construction progress, particularly with regards to when high frequencies of deliveries are expected. In this respect, the Site Manager will ensure that there is adequate liaison between the following key stakeholders throughout the construction period:

- Site neighbours
- Local stakeholders such as emergency services or local transport providers
- Local Authority

3.3 Booking System

On a weekly basis the Site Manager will evaluate details of the daily profile of deliveries proposed for the upcoming week.

Construction Environmental Management Plan

Hauliers will be required to contact the site on a daily basis and indicate their delivery schedule for the following day. The proposed deliveries will be checked against the weekly delivery schedule. This will be overseen by the Site Manager to ensure that no two construction deliveries occur simultaneously at the site, thereby ensuring that there is always space at the site to accommodate the necessary plant and deliveries.

It is not considered necessary to implement a holding area for delivery vehicles. However, to avoid stacking on the local highway, hauliers will be required to notify the Site Manager before the expected delivery time to ensure that the delivery space and banksmen are ready for their arrival onsite.

Sufficient time will be given between deliveries to allow for any delays as a result of the delivery vehicle getting held-up in traffic or the loading/unloading taking longer than expected and to avoid any vehicles waiting on the surrounding highway network.

3.4 Route Compliance

Use of the agreed vehicle routes shall be included when communicating with the supply chain and individuals associated with the works. It is envisaged that this information will be communicated in the form of email and will include information with regard to times of operation, delivery routes, the call up procedure and delivery slot information.

3.5 Communication Strategy

As identified above, the Site Manager will be responsible for keeping neighbours informed of the construction progress and also to ensure that there is adequate liaison between all stakeholders throughout the construction period.

3.6 Complaints Procedure

Whilst the Site Manager will use reasonable endeavours to ensure that site neighbours are informed of the construction programme and associated impacts it is possible that complaints may be raised by local residents about the programme of works. The Site Manager will therefore be available to meet and explore issues with concerned residents directly, via appointment.

Complaints shall be taken seriously and addressed immediately by the construction team. All complaints that are received will be reviewed in weekly site meetings to ensure that any required actions are communicated to all employees.

4 ENVIRONMENTAL IMPACT MEASURES

4.1 Context

Construction Environmental Management Plan

It is important that construction impacts in relation to issues that may arise along the local highway network, as well as increases in vehicle emissions and waste attributable to the proposed scheme, are addressed. Suitable mitigation measures aimed at reducing these impacts with specific regard to transport are identified below.

4.2 Noise Pollution, Dust & Dirt Control

Mud and debris on the road is regarded as one of the main environmental nuisances and safety problems arising from construction sites.

Control measures will be put in place to prevent any sediment run off from the site. After study of the proposed site set up, the most likely path for any sediment run off would be at the front of the site toward the public highway. Sediment run off will be contained by the formation of soil bunds. The site manager will monitor the site boundaries on a regular basis and will address any further area for potential run off.

Machinery exhaust emissions will be kept as low as is practicable by using well maintained vehicles and machinery at all times.

All HGVs removing spoil from the site will be fully sheeted to minimise the risk of any mud over spilling onto the highway. A wheel washing facility will be provided for the duration of the construction works to ensure levels of soil on roadways near the site are minimised. The wheel washing facilities will be in the form of a hose down point located adjacent to the entrance. Vehicle wheels will be cleaned whenever a vehicle leaves the site, if required.

The contractor will ensure that the area around the site including the public highway is regularly and adequately swept to prevent any accumulation of dust and dirt.

4.3 Fuel Consumption/Emissions

CRL will strive to procure local contractors for the project, thereby minimising transport costs and impact on the local environment. The use of the booking system for deliveries will also help to ensure that the construction site is serviced in an efficient manner which will help to minimise the number of vehicle movements that would be generated.

A further measure that can be employed is encouraging all delivery vehicles to switch off engines as they are waiting at the site, thereby preventing unnecessarily idling vehicles.

Car sharing will be promoted with all employees and contractors.

5 CONSTRUCTION WORKER TRAVEL PLAN

5.1 Introduction

A Travel Plan is a package of measures aimed at promoting greener, cleaner travel choices and reducing reliance on the private car. It enables employers to reduce the impact of travel on the environment, whilst also bringing a number of other benefits to the organisation as an employer and to staff.

This Travel Plan seeks to address activities related to the construction of works at the site which includes commuter journeys for construction workers, material supplies and deliveries. By successfully addressing these different types of travel, promoting travel via sustainable modes and sourcing labour and goods locally, the Travel Plan objectives can be achieved.

Construction is anticipated to begin in February 2023 and take approximately 18 months to complete.

5.2 Existing Conditions

The site is located within reasonable proximity of the strategic highway network of the M40, A422 & A361. As such, construction vehicle trips associated with the site will have a minimal impact on less substantial routes which are more influenced by changes in traffic volumes.

Contractors, where feasible, will seek to recruit construction workers from the local area. This will help maximise the potential for construction workers to walk and cycle to the site.

It is therefore deemed that there are opportunities for the construction worker trips to be undertaken by public transport.

There is great potential for construction workers to car share to work; especially given the fact that some sub-contractors will be travelling from the same origin to the same destination (the site).

Car sharing represents a relatively convenient form of travel offering a significant potential to reduce overall private mileage of construction workers and visitors. It is this mode of transport which often forms one of the most convenient methods of sustainable travel with construction workers.

The construction site will provide facilities in accordance with requirements set out in the HSE guidelines. As such the site will provide a drying room, storage facilities, toilets and offices. In addition to this a canteen area is provided. This will further encourage people to travel to the site by sustainable modes such as walking and cycling whilst having the added benefit of reducing the number of trips made off site during lunch breaks.

5.3 Measures

There is great potential for construction workers to travel to the site by sustainable modes such as walking, cycling, public transport and car sharing. It is therefore deemed appropriate to continue to promote the local services available as well as the following measures to promote sustainable travel by construction staff.

- Include local public transport timetables and route maps within the on-site compound for construction staff to review;
- Give construction staff the opportunity to change clothes within the site compound if walking to the site in inclement weather;
- Minimise where possible the number of contractors on site at any one time to reduce trips generated and promote car sharing.

Further to this, the following measures are to be promoted to minimise the environmental impacts of HGV trips generated by the development.

- Initiate a weekly booking system for the delivery of plant and materials to the site to ensure that there is never more than one HGV on site at any one time;
- The Developer will strive to procure local contractors for the project, thereby minimising transport costs and impact on the local environment;
- All delivery vehicles will be required to switch off their engines as they are waiting at the site, thereby preventing unnecessarily idling vehicles;
- Communicate vehicle routes to Contractors, suppliers and individuals associated with the works;
- All HGVs removing spoil from the site will be fully sheeted to minimise the risk of any mud over spilling onto the highway; and
- Provision of wheel washing facilities at the site entrance / egress.

5.4 Residual Impacts

It is not possible to provide site parking and therefore, alternative parking will be communicated to the supply chain and individuals associated with the work who will be encouraged to use the dedicated offsite parking.

A booking system will be initiated to ensure that there is only ever one delivery taking place at a time, minimising the impact upon neighbours. Local residents will be informed when any low loader deliveries are made in order to minimise any disruption.

6 SUMMARY & CONCLUSIONS

6.1 Summary

This Construction Management Plan (CTMP) has been prepared by CRL and relates to the proposed redevelopment works at the former Buzz Bingo site, Bolton Road. The CMP provides information to ensure that the development works are organised and delivered in a manner that mitigates and safeguards the highway impact, highway safety and amenity of the area surrounding the development site.

The construction period is anticipated to last for approximately 18 months. It should however be noted that the construction programme and corresponding construction traffic strategy may be subject to change.

Access to the site will be taken from Bolton Road. This area will remain presentable and tidy at all times. The entire highway facing boundaries of the site will be hoarded; tree protection will be maintained throughout the development process. The hoarding will be erected once the existing boundary treatments have been removed.

CRL will be leading the build element of the project. CRL estimate that the site will require 2-3 direct employees supported by 15 sub-contractors at different phases of the construction. As such on average it is estimated that there will be between 5 and 30 construction workers on site each day.

The site benefits from being a short distance from the M40, A422 & A361 which is a strategic road routing to the site. When leaving site, the route will follow the Bolton Road, A361 & A422 back to the M40.

Based on the analysis presented within this CTMP it is estimated that, during the busiest period, up to 3 HGVs each day are forecast to service the site. The largest vehicle is expected to be a low loader. The scale and volume of vehicle movements associated with the development construction period is not considered to have no significant impacts on the operation of Bolton Road, whilst larger vehicles access the site.

All deliveries to the site will have to book in advance with the Site Manager who will keep a record of the schedule and all deliveries. All deliveries will then be met by the Banksman who will assist vehicles entering, exiting and manoeuvring around the site as well as low loader deliveries.

The construction process will be managed by the appointed Site Manager employed by Churchill Retirement Living Ltd. The Site Manager's responsibilities will include acting as a point of contact for the local authority, stakeholders and members of the public. Further to this, the Site Manager will also be responsible for delivery scheduling,

Construction Environmental Management Plan

construction route compliance and managing other contractors employed on-site.

To further control the environmental impacts of the development, measures to be employed include covering skips and vehicles to prevent overspill, wheel washing facilities, mitigation measures for noise, employing local contractors and the implementation of a waste management strategy.

Whilst the principles of the construction strategy in relation to transport are established with this CTMP it should be noted that the construction programme and corresponding construction traffic strategy may be subject to change prior to work commencing on site.

Overall it is considered that the measures and control processes outlined in this CTMP are appropriate to overcome the identified constraints associated with the site

APPENDIX 1

Construction Traffic Route Map

