

LAND AT NORTH WEST BICESTER

DRAFT CONSTRUCTION TRAFFIC MANAGEMENT PLAN

PROJECT NO. 4600/1100 DOC NO. D004

DATE: AUGUST 2023

VERSION: 0.1

CLIENT: FIRETHORN TRUST



Velocity Transport Planning Ltd

www.velocity-tp.com



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1 INTRODUCTION

1.1 INTRODUCTION

1.1.1 This DRAFT Construction Traffic Management Plan (CTMP) has been prepared by Velocity Transport Planning (VTP) on behalf of Firethorn Trust (the Client) in relation to the outline planning application for the development of up to 530 dwellings on land which forms part of the North West Bicester Eco Town development located in Oxfordshire, England.

1.1.2 The development description is set out below:

“Outline planning application for up to 530 residential dwellings (within Use Class C3), open space provision, access, drainage and all associated works and operations including but not limited to demolition, earthworks, and engineering operations, with the details of appearance, landscaping and scale reserved for later determination.”

1.1.3 A planning application (Ref. 21/01630/OUT) was submitted to Cherwell District Council (CDC) in May 2021 and approved at Appeal (Ref. APP/C3105/W/23/3315849) on the 25th of June 2023.

1.1.4 The production of this DRAFT CTMP therefore seeks to assist the discharging of Part H of Condition 18 of the appeal, which states that:

“No development shall take place until a site wide Construction and Environmental Management Plan (CEMP) has been submitted to and agreed in writing by the Local Planning Authority. The CEMP shall include:

- a) Soil Handling and Earthworks Strategy;*
- b) Dust Management Plan;*
- c) Protection of water sources;*
- d) Protection of species and habitats (including arrangements for a site walkover survey undertaken by a suitable qualified Ecologist, including for badgers);*
- e) Arboricultural Method Statement undertaken in accordance with BS:5837:2012;*
- f) Carbon Reduction Strategy (which outlines how embodied carbon will be reduced);*
- g) Emergency Planning and Incidents Response;*
- h) Construction Traffic Management Plan (CTMP);*
- i) Waste Management;*
- j) Details of site compounds, offices, temporary fencing and lighting;*
- k) Delivery and construction working hours;*
- l) Details of site management practices for contractors and visitors; and*
- m) Wastewater strategy.*



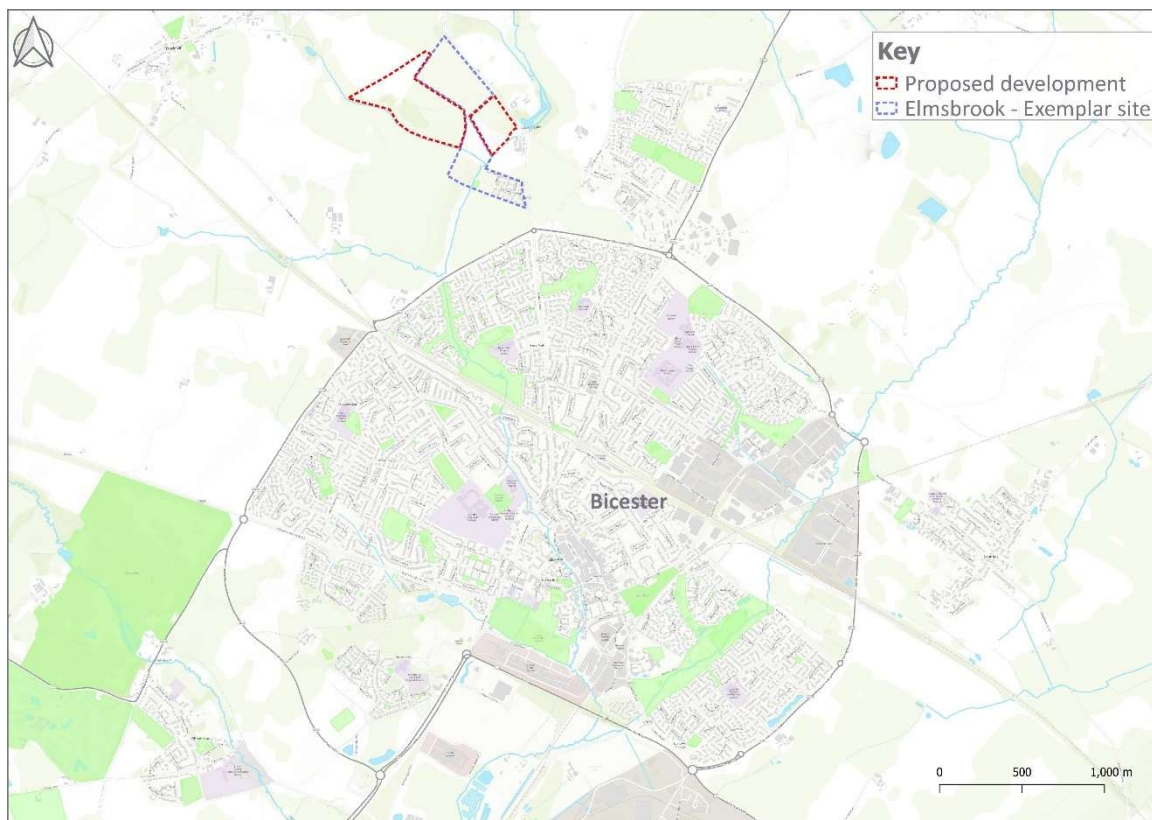
The approved Construction Environment Management Plan shall be adhered to throughout the construction period for the development”.

1.2 SITE CONTEXT

1.2.1 The Site currently comprises two separate development parcels totalling approximately 22ha of uncultivated agricultural land. It is located to the north west of Bicester within the administrative area of Cherwell District Council (CDC), who act as the local planning authority, and within Oxfordshire County Council (OCC), who act as the local highway authority. The Site is located adjacent the consented Bicester Eco Town Exemplar Site ('Elmsbrook') (Ref. 10/01780/HYBRID).

1.2.2 **Figure 1-1** illustrates the site location in respect of the wider surrounding area.

Figure 1-1: Site Location



1.3 DEVELOPMENT PHASING

1.3.1 The two development parcels will be built across three phases. The western parcel will comprise of the western and central phase. With the eastern parcel comprising of the eastern phase. A development phasing plan is provided in **APPENDIX A**.

1.4 CONSTRUCTION VEHICLE MOVEMENTS

1.4.1 Based on information obtained from similar construction schemes and consistent with the approved Environmental Statement (ES), there is anticipated to be 10 daily construction HGV movements generated by the Site, equating to 20 two-way daily HGV movements.

2 VEHICLE ROUTING AND SITE ACCESS

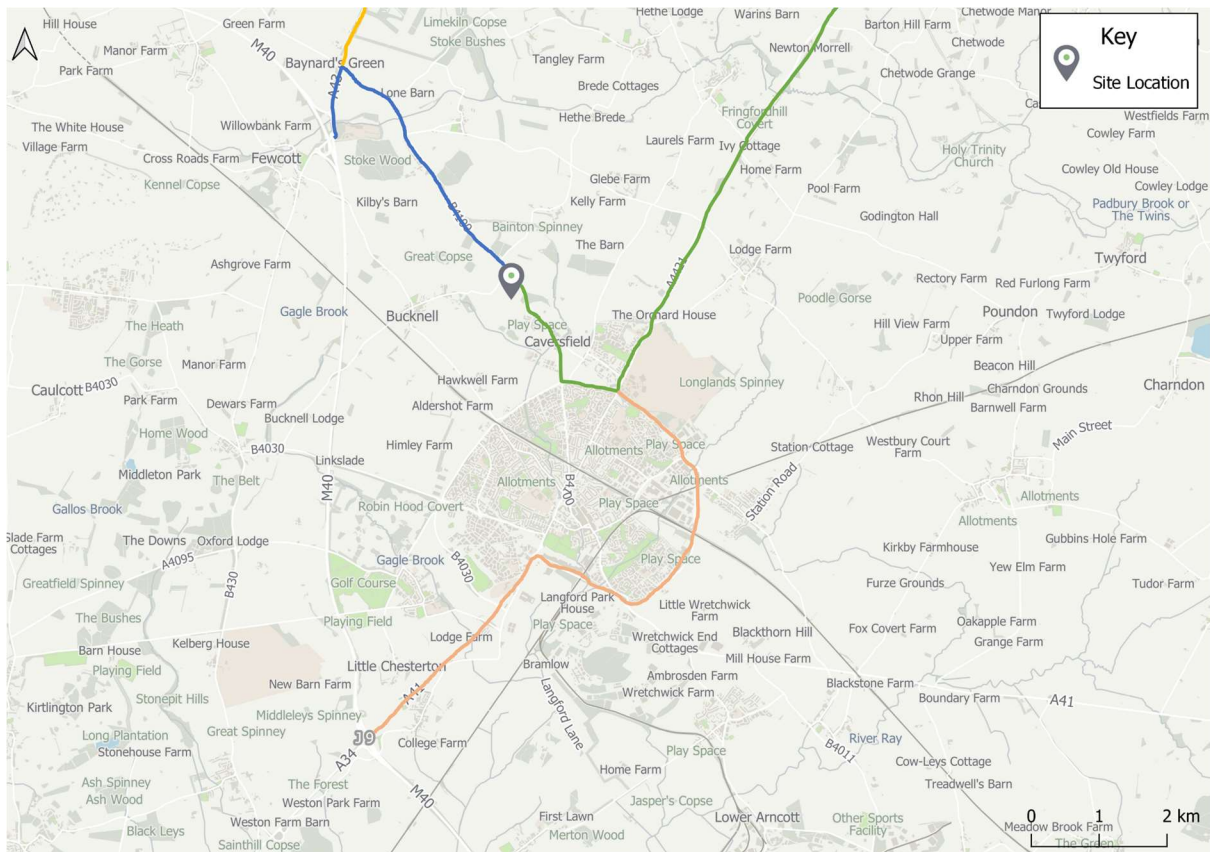
2.1 SITE ACCESS

- 2.1.1 Two opportunities for temporary construction access have been identified for the construction traffic that will serve the development parcels. These two temporary construction accesses allow for flexibility with regards to construction traffic access to the site, rather than restricting construction traffic to a particular access.
- 2.1.2 Construction traffic could utilise both of these temporary construction accesses simultaneously, or just a single access to serve all three of the identified phases of development.
- 2.1.3 The first of these temporary construction accesses is to be located just to the east of the Elmsbrook site boundary, off the B4100, approximately 50m north of the existing access to Home Farm. This approved site access design is presented on VTP Drawing **4600-1100-T-011 Rev F** and a copy is provided within **APPENDIX B**.
- 2.1.4 The second temporary construction access is to be located at the western edge of the Site and accessed via the existing layby from the B4100. This approved site access design is presented on VTP Drawing **4600-1100-T-027 Rev B** and a copy is provided within **APPENDIX C**.
- 2.1.5 Should both the Western and Eastern Parcels be proposed to be accesses simultaneously, it is envisaged that the construction traffic split will be split 50/50 between the two construction access points, i.e. 5 daily construction HGVs through each of the temporary construction access junctions.
- 2.1.6 If a single construction access is proposed to be used to access a single phase at a time, it is only envisaged that 5 daily construction HGVs would use this single access.
- 2.1.7 If more than one phase of development is proposed to be constructed simultaneously and accessed via a single construction access, then the single construction access could accommodate 10 daily construction HGVs.

2.2 VEHICLE ROUTING

- 2.2.1 The proposed construction vehicle routing will be consistent with that of the proposed Elmsbrook site, ensuring that disruption to residents and local highway operation is minimised, and allowing construction vehicles to use appropriate local routes and access the Strategic Road Network in the most efficient manner.
- 2.2.2 These construction routes are as follows:
 - From the North, North West and Midlands (Junction 10 of M40, A43 and B4100) - Blue;
 - From the North East (Junction 13 of M1, A421, A43 and B4100) - Yellow;
 - From the East (A41, A4421, A4095 and B4100) - Green; and
 - From the South/South West (Junction 9 of M40, A41, A4421, A4095 and B4100) - Orange.
- 2.2.3 Construction vehicles will not be permitted to route along Howes Lane, Lords Lane and Middleton Stoney Road during the construction phases.
- 2.2.4 **Figure 2-1** illustrates the vehicle routing to and from the Site.

Figure 2-1: Construction Vehicle Routing



2.3 TRAFFIC MANAGEMENT MEASURES

2.3.1 The following measures are to be implemented in order to mitigate the impact of construction traffic on the surrounding highway network and local communities.

CONSTRUCTION HOURS

2.3.2 In order to minimise disruption to the local area, all construction deliveries will be made outside of the highway and school peak periods, taking place between 09:00-15:30 (Monday to Friday). Any requirement for deliveries to take place outside of this period will be agreed with the local highway authority in advance.

2.3.3 Based on 10 daily construction HGVs accessing the site over the construction delivery period of 6 and half hours, this would equate to approximately 1.5 hourly construction HGVs, or 3 two-way construction HGV movements per hour.

CONSTRUCTION VEHICLE ROUTING AND COMMUNICATION

2.3.4 All deliveries will be via the designated routing as set out in Section 2.2, so that disruption to residents and local highway operation is minimised. Robust and clear signage will be displayed, directing traffic to and from the Site in a controlled manner, and operated by suitably qualified, trained and certified banksmen.



- 2.3.5 Delivery vehicles will be given an allocated timeslot and drivers must not arrive more than 30 minutes prior to their allocated delivery time. All delivery vehicles are required to leave site immediately after being offloaded/reloaded and no delivery vehicles are to be parked on site overnight. Conflicts between school/business traffic are not anticipated to be an issue, due to the routing and timing of movements. However, this will be continuously monitored throughout the construction phase through close liaison with the local highway authority and will be amended if required.
- 2.3.6 It will be the responsibility of the Principal Contractor (not yet known) to ensure that local residents are kept informed of significant deliveries and are liaised with throughout the construction phase. Contact details for the responsible person to whom issues should be raised with in the first instance will be provided and a record of comments and resolutions also maintained.

SITE ACCESS

- 2.3.7 Access to the Site during the construction phase(s) will be controlled by the contractor's gate person at the temporary construction accesses. A gate person will prevent any unauthorised access by persons and direct deliveries to the appropriate locations.
- 2.3.8 The gate person will also be responsible for monitoring routes taken by vehicles travelling to and from the temporary construction accesses, as well as assisting and directing vehicles exiting the Site. This will ensure that vehicles will use the designated construction access points.
- 2.3.9 Throughout the lifetime of the construction phase, suitable signage will be in place for construction vehicles, as well as advising pedestrians of construction activities. This will include legislative compliant health and safety information. If temporary footpath/way diversions are required to facilitate safe construction access, these will be agreed in advance with the local highway authority with suitable information/directional signage and security hoarding implemented to ensure safe segregation to provide adequate health and safety arrangements.
- 2.3.10 Any temporary access arrangements will be frequently inspected by the Principal Contractor to ensure the condition and safety of the routes is maintained to the highest safety standards.

CONSTRUCTION COMPOUND AND MATERIAL STORES

- 2.3.11 Vehicle parking for staff and visitors during the construction phase(s) will be accommodated on site and no vehicles associated with the construction will park on the local highway network or within the local road network on the adjacent Elmsbrook scheme. This will be managed by the gate person. Construction staff parking will be located within the Site, located adjacent to the Site compound. The parking area will be located away from the areas of construction and the turning areas for HGVs.
- 2.3.12 It is anticipated that staff will travel to and from the Site via cars, although staff will be encouraged to car share where possible and will be informed of local sustainable travel options.

SITE DESIGN

- 2.3.13 The construction site will retain security hoarding along exposed boundaries with 2.4m high hoarding with access to the Site controlled via a gate person. Wherever practical, the layout of the Site will include separate routes for vehicle traffic and pedestrians with priority given to safe access and egress to pedestrians. During construction, all materials will be stored at a suitable location, to reduce the need for making unnecessary trips.

CONSTRUCTION VEHICLE MANOEUVRING

- 2.3.14 It will be ensured that all vehicles will safely utilise the temporary construction roads. Adequate space will be provided within the Site to allow for safe access and egress to and from carriageways and also allow for manoeuvring within the Site. There will be no queuing, parking, loading or unloading on the public highway adjacent the Site and it will be ensured that all vehicles are able to access and egress the Site in a forward gear.
- 2.3.15 To maintain the highest safety standards and to minimise disturbances from construction traffic, a 10mph speed limit will be introduced for construction vehicles within the Site. Audible warning systems will be fitted to vehicles that need to reverse, with any reversing movement supervised by a banksman at all times.

SITE COMPOUND INSPECTIONS

- 2.3.16 The Principal Contractor will be responsible for carrying out and completing routine inspections of the site compound and all other associated work areas in line with standard legislative requirements. Where applicable, this will as a minimum, include an inspection and review of all site related signage, including those for health and safety information, temporary access arrangements, all work site boundaries including the integrity of security hoarding, scaffolding, as well as all temporary facilities associated with the works compound. In addition, all methods and processes associated with the operation of the Site and construction activities and movements, should be reviewed as required.
- 2.3.17 It will be the responsibility of the Principal Contractor to rectify any issues arising as result of the inspections and agree the changes with the local highway authority, where applicable.

CONDITION SURVEY

- 2.3.18 A before-work commencement highway condition survey will be carried out by the Principal Contractor for agreement with the local highway authority.

2.4 ENVIRONMENTAL MITIGATION

- 2.4.1 This section sets out the mitigation measures that will be considered in order to minimise any adverse impacts of vehicular movements associated with the proposed development. As part of each sub-contractor's works during construction programme, they will be required to complete detailed risk assessments and method statements to support their works proposals. These method statements will contain details of all required environmental mitigation to be implemented.

WHEEL WASHING AND DUST SUPPRESSION

- 2.4.2 All necessary precautions will be taken to minimise the effects of dust caused during the construction works and ensure that debris, mud and dust is not deposited on the site access roads and the adjacent public highway. Permanent road cleaning/suction sweeper facilities will subsequently be on site to maintain all site roads and the adjacent highway accordingly.
- 2.4.3 In addition, wheel washing facilities will be employed at all site exits and throughout the site if required. These will consist of pressure washer and operatives cleaning the wheels of vehicles prior to leaving the development. These measures will be present at the start of works on site and at all times throughout the construction programme.

- 2.4.4 Where possible, traffic movements throughout the site are to be restricted to metalled surfaces. Roads, driveways and footpaths will be constructed as soon as feasible to reduce the extent of unmetalled areas. Furthermore, the roads, footpaths, plant and any other traffic will be regularly watered down to keep dust pollution to a minimum, especially in periods of dry weather.
- 2.4.5 Other methods to be implemented to restrict the spread of dirt/mud will be the erection of 2.4 metre high security hoarding surrounding the site along the boundary with the B4100 and regular sweeping of roads to and from the site, specifically the B4100.

WORKFORCE COMMUTE

- 2.4.6 The construction site employees will comprise of two groups, workforce and staff. The workforce is formed by the construction labour force, generally sourced locally where possible. They are employed for the duration of the project or a phase of the project and employed mainly by sub-contractors. Staff represent the Principal Contractors management team.
- 2.4.7 The nature of construction work lends itself to the use of the private cars due to the proposed working hours taking place outside of public transport peak operating hours, as well as the need to transport equipment and PPE. An area of hardstanding is to be provided within the confines of the site compound, allowing for employee parking. Electric vehicle charge points could also be provided, to support employees and operational vehicles which may require them. All employees will be made aware of opportunities to car share and the benefits this offers.
- 2.4.8 Employees will be made aware of the local sustainable travel options and encouraged to adopt these modes where possible. This will be communicated to employees via notice boards and within their employee induction pack. Information will include nearest bus stops, train station, timetables, and walking and cycling routes.

ACTIVE TRAVEL

- 2.4.9 In order to minimise vehicle trips and promote sustainable travel where possible, a key objective during the construction phase is to appoint, where possible, locally sourced labour and suppliers who would be able to access the Site via active travel modes. Personnel using these travel modes will access the Site via the signposted routes for pedestrians and cyclists to the site compound.
- 2.4.10 Cyclists will be required to dismount at the site gate and secure/convenient cycle storage facilities will be provided. If applicable, the 'Bike-to-Work' scheme will be made known to employees, enabling them to save on the cost of a bike and related safety equipment through a monthly salary sacrifice scheme.

3 MONITORING STRATEGY

3.1 OVERVIEW

3.1.1 The monitoring of the CTMP is critical to ensuring that sustainable travel planning aims are delivered. A robust monitoring strategy is necessary to measure the success or otherwise of the other elements within the CTMP. An effective monitoring strategy will therefore highlight the best performing areas as well as identifying areas where improvements will need to be made.

3.2 MEASURES

3.2.1 The following measures are proposed to be undertaken as part of the monitoring strategy:

ANNUAL TRAVEL SURVEY

3.2.2 An annual travel survey will act as the main tool for gathering information on travel behaviour. This will be undertaken on an annual basis, with the questionnaire being designed to allow respondents the opportunity to record how they would normally travel for work as well as enabling them to identify what initiatives would encourage them to travel by more sustainable modes.

3.2.3 A sample Employee Travel to Work questionnaire is provided in **APPENDIX D**. The final questionnaire will be designed by the Principal Contractor in conjunction with the local highway authority.

CAR SHARE DATABASE REGISTRATIONS

3.2.4 In conjunction with the OCC Travel Plan Coordinators, it may be possible to monitor and record usage levels on the car share database. Reports providing intel on membership levels and the number of successful matches can be obtained and interrogated to establish how effectively this particular area is performing.

CYCLE PARKING

3.2.5 The number of cycles parked on site will be recorded twice a year. This will be used to understand cycle uptake with the surveys taking place on the same dates each year for consistency.



4 SUMMARY

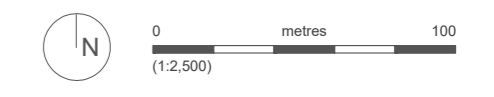
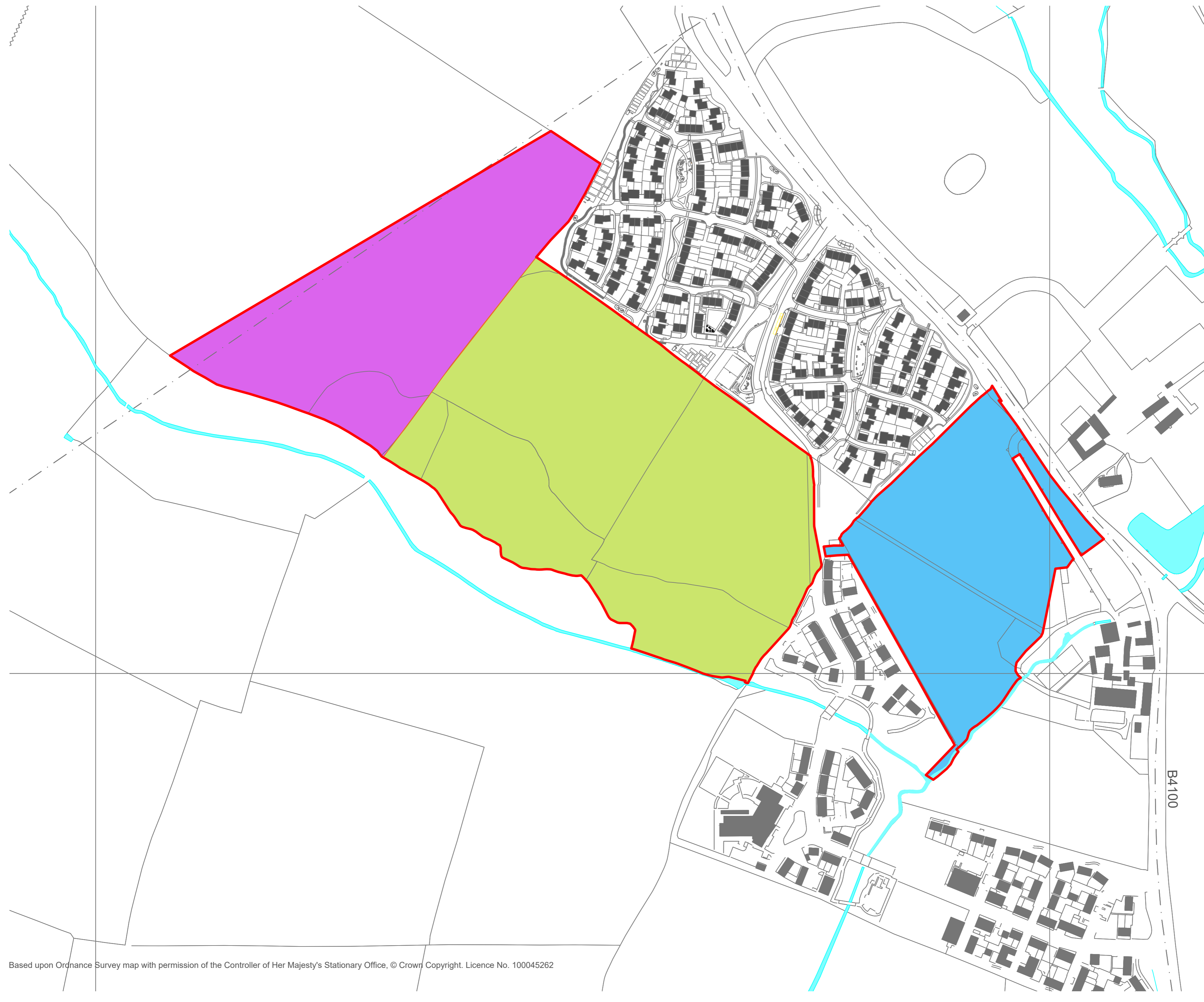
- 4.1.1 This DRAFT Construction Traffic Management Plan (CTMP) has been prepared by Velocity Transport Planning (VTP) on behalf of Firethorn Trust (the Client) in relation to the outline planning application for the development of up to 530 dwellings on land which forms part of the North West Bicester Eco Town development located in Oxfordshire, England.
- 4.1.2 The DRAFT CTMP has been prepared to assist with the discharging of Part H of Condition 18, as set out in the Appeal Decision dated the 25th of June 2023. This DRAFT CTMP will form part of the Construction Environmental Management Plan (CEMP).
- 4.1.3 The purpose of this document is to provide a foundation for which a comprehensive range of sustainable transport and best practice measures can be developed, with the overarching aim of minimising disruption to local residents and amenities and the local highway network.
- 4.1.4 This DRAFT CTMP will evolve as more information about the construction of the Site and its employees becomes available, as the application progresses through the detailed design stages and once a Principal Contractor has been appointed.
- 4.1.5 A key objective at an early stage will be to identify locations from which the future workforce will be travelling from. Once identified, targets can then be developed in agreement with the local authority.
- 4.1.6 It is proposed that a Travel Plan Management Board including local transport operators will be created three months prior to the commencement of construction. A Travel Plan Coordinator (TPC) will also be appointed for the duration of the construction phase.
- 4.1.7 This DRAFT CTMP has been produced in accordance with Oxfordshire County Council (OCC) guidance, with the pro forma contained within **APPENDIX E** for confirmation.



APPENDIX A

PHASING PLAN

- Application boundary
- Eastern phase
- Central phase
- Western phase



Project
Land at North West Bicester

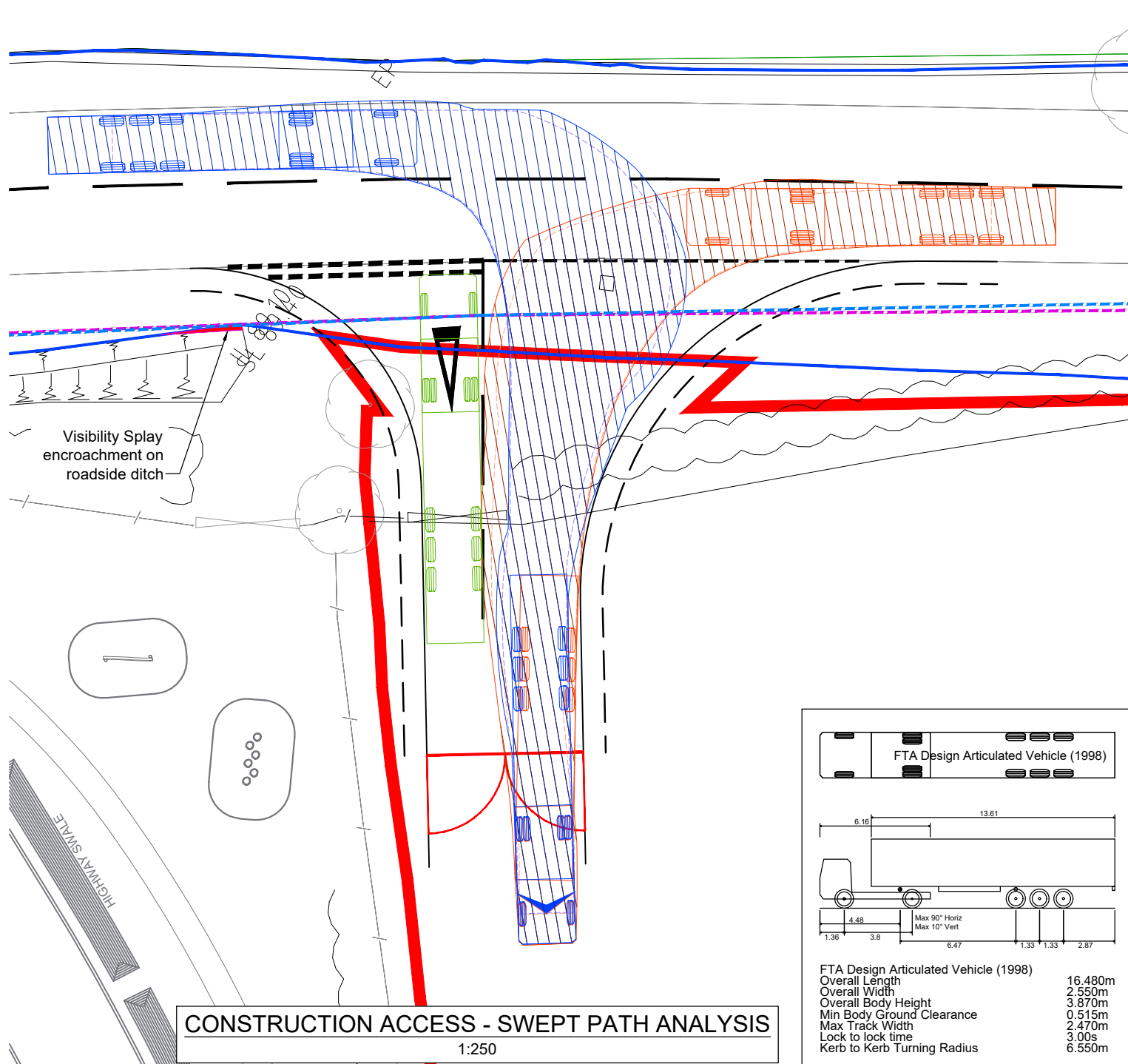
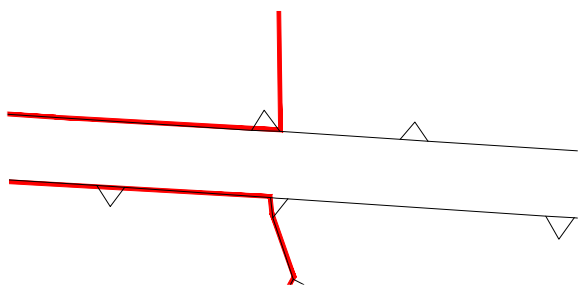
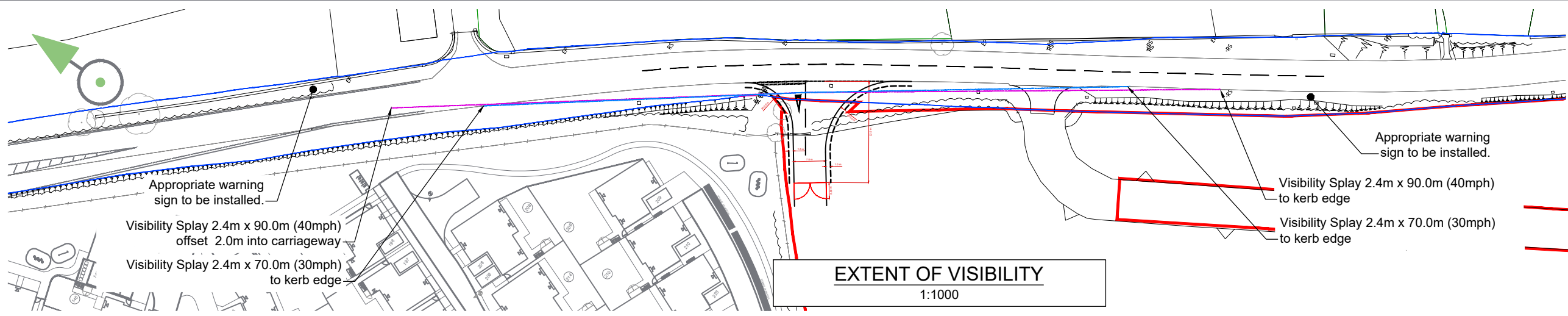
Drawing Title

Phasing Plan

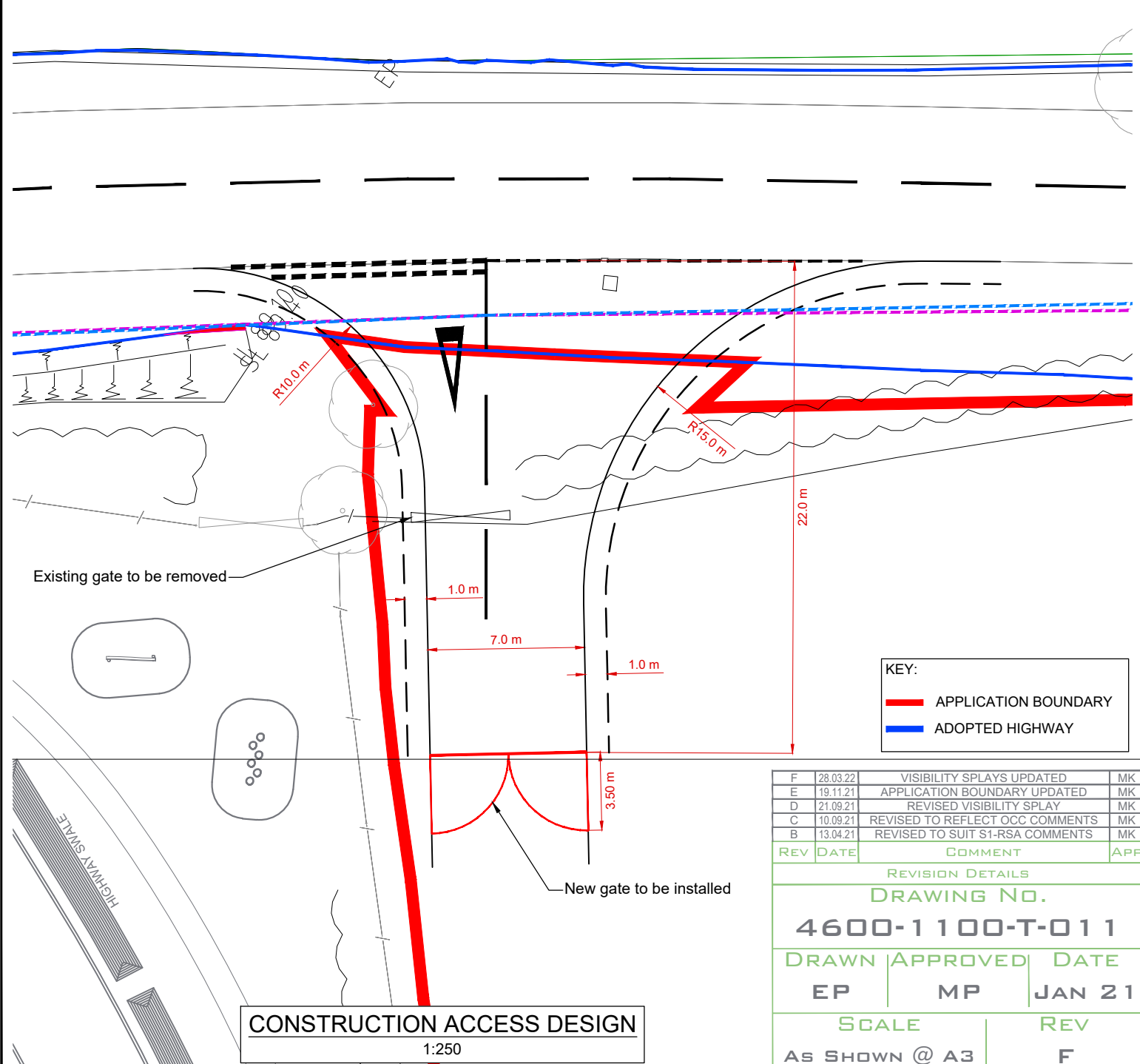
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Project No:	1192	Drawing No:	021	Revision:			

APPENDIX B

CONSTRUCTION ACCESS (EAST)



FTA Design Articulated Vehicle (1998)	
Overall Length	16.480m
Overall Width	2.550m
Overall Body Height	3.870m
Min Body Ground Clearance	0.515m
Max Track Width	2.470m
Lock to lock time	3.00s
Kerb to Kerb Turning Radius	6.550m



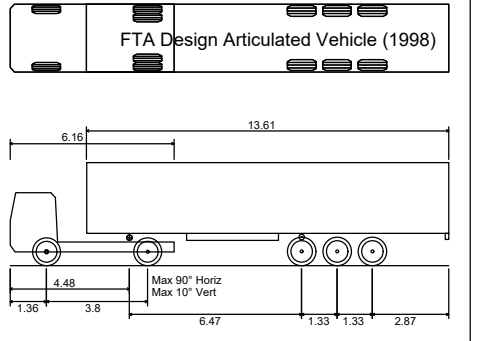
REV	DATE	COMMENT	APP
F	28.03.22	VISIBILITY SPLAYS UPDATED	MK
E	19.11.21	APPLICATION BOUNDARY UPDATED	MK
D	21.09.21	REVISED VISIBILITY SPLAY	MK
C	10.09.21	REVISED TO REFLECT OCC COMMENTS	MK
B	13.04.21	REVISED TO SUIT S1-RSA COMMENTS	MK

REVISION DETAILS		
DRAWING No.		
4600-1100-T-011		
DRAWN	APPROVED	DATE
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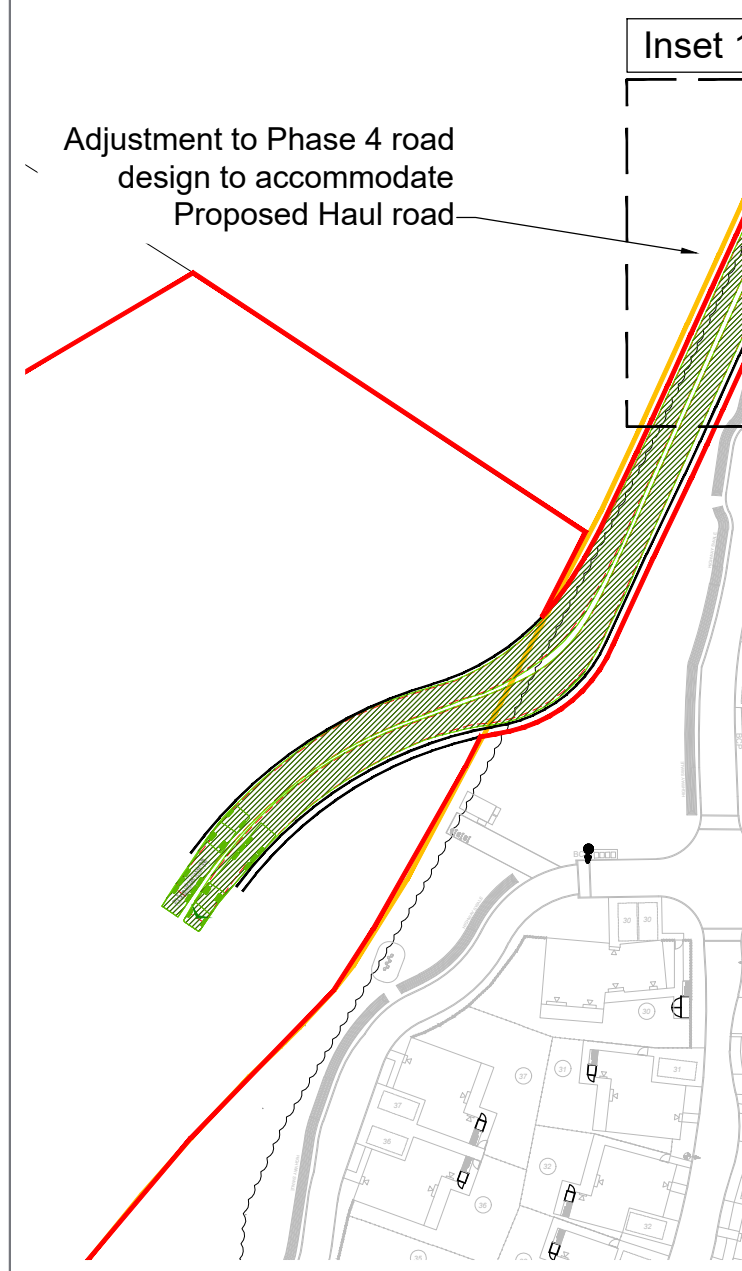
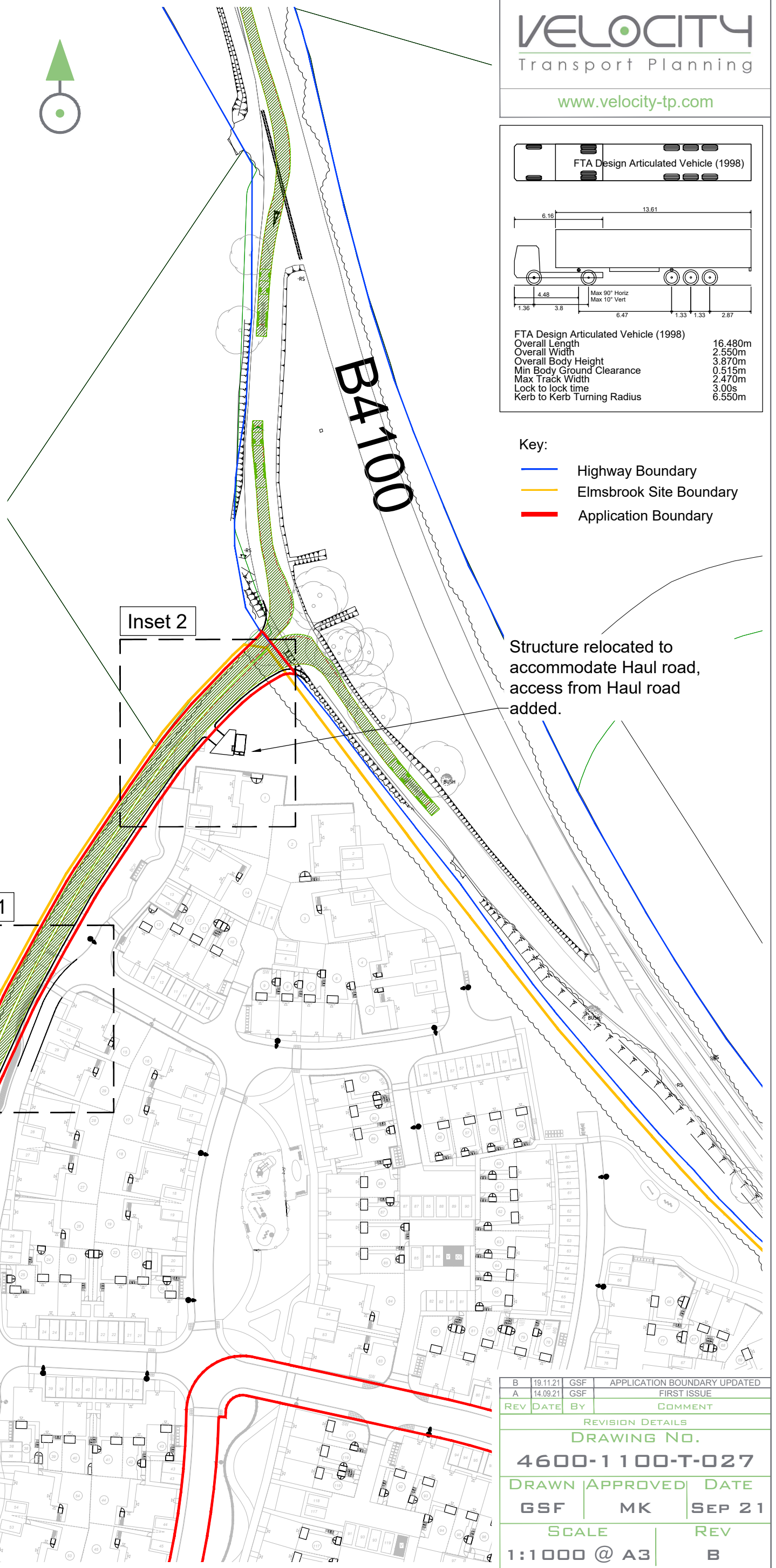
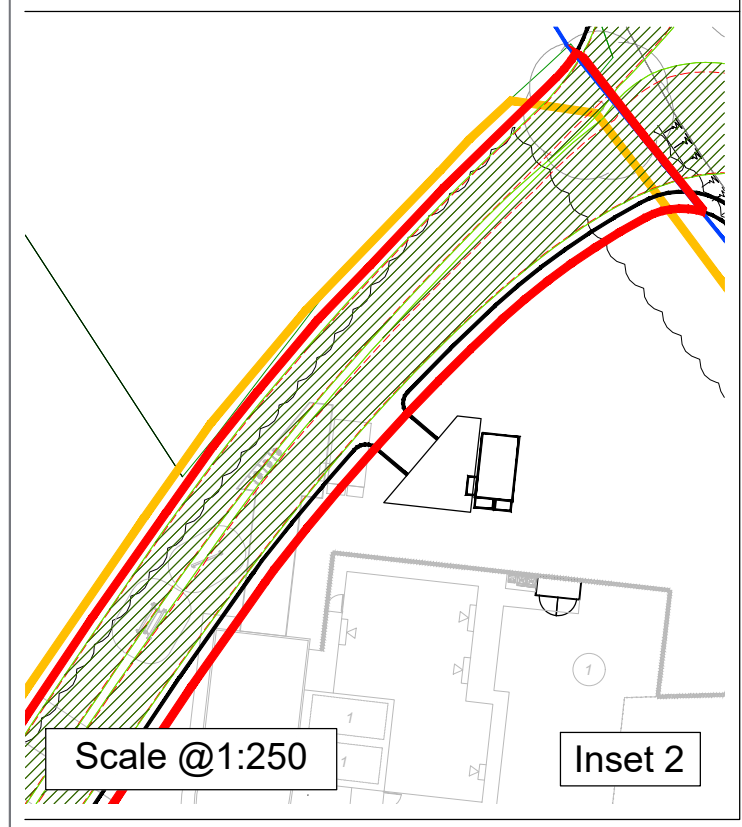
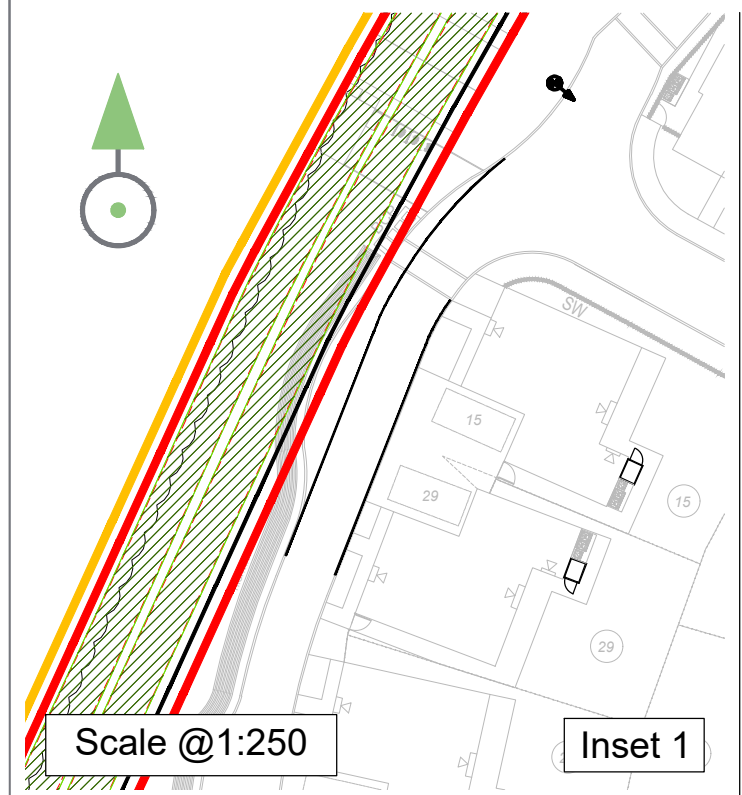
APPENDIX C

CONSTRUCTION ACCESS (WEST)



FTA Design Articulated Vehicle (1998)	
Overall Length	16.480m
Overall Width	2.550m
Overall Body Height	3.870m
Min Body Ground Clearance	0.515m
Max Track Width	2.470m
Lock to lock time	3.00s
Kerb to Kerb Turning Radius	6.550m

- Key:
- Highway Boundary
 - Elmsbrook Site Boundary
 - Application Boundary



Adjustment to Phase 4 road design to accommodate Proposed Haul road

B	19.11.21	GSF	APPLICATION BOUNDARY UPDATED
A	14.09.21	GSF	FIRST ISSUE
REV	DATE	BY	COMMENT
REVISION DETAILS			
DRAWING NO.			
4600-1100-T-027			
DRAWN		APPROVED	DATE
GSF		MK	SEP 21
SCALE		REV	
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APPENDIX D

TRAVEL TO WORK QUESTIONNAIRE

SAMPLE EMPLOYEE TRAVEL SURVEY

- Please spend a few minutes on this survey to help us find out more about your journey to work.
- This information will be useful to management in order to support staff travelling to work, and work with the local council to raise any issues.
- Please complete all questions and hand completed surveys back to your manager by [TBC].

1. Home Postcode (journey start)

2. What time(s) do you normally arrive and leave work?

Day	Time In	Time Out
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

3. How do you usually travel to work (tick one only)?

- | | |
|-------------------------------------|---|
| <input type="checkbox"/> Walk | <input type="checkbox"/> Car Driver |
| <input type="checkbox"/> Cycle | <input type="checkbox"/> Car Share (Driver) |
| <input type="checkbox"/> Motorcycle | <input type="checkbox"/> Car Share (Passenger) |
| <input type="checkbox"/> Bus | <input type="checkbox"/> Taxi |
| <input type="checkbox"/> Train | <input type="checkbox"/> Other (please specify) |

4. Would you consider using an alternative method of travel to work

(Please tick all that apply)?

- | | |
|-------------------------------------|---|
| <input type="checkbox"/> Walk | <input type="checkbox"/> Car Driver |
| <input type="checkbox"/> Cycle | <input type="checkbox"/> Car Share (Driver) |
| <input type="checkbox"/> Motorcycle | <input type="checkbox"/> Car Share (Passenger) |
| <input type="checkbox"/> Bus | <input type="checkbox"/> Taxi |
| <input type="checkbox"/> Train | <input type="checkbox"/> Other (please specify) |

5. What would encourage you to use an alternative method of travel?

- | | | |
|---|---|---|
| <input type="checkbox"/> Discounted public transport fares | <input type="checkbox"/> Better walking and cycling routes | <input type="checkbox"/> Other (please specify below) |
| <input type="checkbox"/> More information on walking, cycling and public transport routes | <input type="checkbox"/> Discounts/ loans for the purchase of cycling equipment | |
| <input type="checkbox"/> Improved cycle storage and facilities | <input type="checkbox"/> Help in finding a suitable car share partner | |

6. Would you be interested in further information on:

- | | |
|--|---|
| <input type="checkbox"/> Local walking routes | <input type="checkbox"/> Discounted bus/train tickets |
| <input type="checkbox"/> Local cycle routes | <input type="checkbox"/> How to find a car share partner to obtain a lift |
| <input type="checkbox"/> Discounted cycles and equipment | <input type="checkbox"/> Other (please specify below) |
| <input type="checkbox"/> Public transport routes, tickets and timetables | |

7. We really welcome your feedback, ideas, comments and suggestions on improving your journey to work. Please note any comments below:

8. Your gender?

Male Female Other

9. Your age group?

16–18

36 – 40

19 – 21

41 – 50

22 – 24

51 – 60

25 – 30

61 – 70

31 – 35

71+

Thank you for taking the time to complete this travel survey.

APPENDIX E

OCC PRO FORMA

CONSTRUCTION MANAGEMENT PLAN

Introduction

The purpose of a Construction Management Plan (CMP) is to help minimise impact to the local and strategic road network during major infrastructure and or development works. The CMP must consider all construction activity both on and off site that impacts on the wider environment and focus on mitigation of those impacts.

Carrying out road works will cause disruption to those using the highway network for the business or pleasure and the negative impacts of the disruption can be affected by many factors. The early engagement with those affected by road works will reduce the nuisance felt and offer opportunity to engage with a project.

If possible/feasible involving those who will be most affected by the road works in the decision-making process for how the works will be managed on the highway network will empower the local community and road users in why the disruption is occurring and the long term benefits the works will bring.

Innovative approaches to the control and management of road works can often lead to misunderstandings such as the use of blockades to fully close a route for a set period of time leading to greater disruption but for a much-reduced time period. Using public consultation and engagement in the decision-making process will result in better understanding and acceptance of why and how the road works are occurring. The decision may well change to be less disruption for a longer time period but with the decision being one that is fully understood before implementation.

The knowledge that those using the highway gain from this engagement will support their choices on when and how they travel and will reduce the initial shock of a new scheme starting or the long-term disruption due to changes in travelling behaviour being agreed rather than enforced.

The works of a planning frameworks containing the following process steps which are related to the decision variables will support opportunities for innovation and collaboration in major infrastructure and or works projects:

- OCC Network Co-ordination Team being involved in the early planning of major infrastructure and or works projects.
- Consideration of what collaboration can occur between the scheme works and those works necessary to support the scheme or that must occur whilst the scheme continues.
- By what method construction work will be done, can it be done differently?
- Traffic management.
- Early engagement with road users to influence the level of trip generation and/or trip distribution.
- Information on expected travel times, road closures and diversions.
- Mobility management on mode choice encouraging sustainable travel wherever possible.

Those undertaking major infrastructure and or works projects should use the framework to optimise their planning and support the creation and use of the CMP.

The CMP must be a live document whereby different stages will be completed and submitted for application as the major infrastructure and or works progresses.

The level of detail required in the CMP will depend on the scale and nature of road works undertaken.

CONSTRUCTION MANAGEMENT PLAN TEMPLATE

The approved contents of this CMP must be complied with unless otherwise agreed with the OCC Network Co-ordination Team in writing. The project manager shall work with the OCC Network Co-ordination Team to review this CMP if problems arise during construction. Any future revised plan must also be approved by the Local Planning Authority (LPA) and the OCC Network Co-ordination Team and complied with thereafter.

It should be noted that any agreed CMP does not prejudice or override the need to obtain any separate consents or approvals such as road closures or hoarding licences.

Please complete the questions below with additional sheets, drawings and plans as required. The boxes will expand to accommodate the information provided, so please provide as much information as is necessary. It is preferable if this document, and all additional documents, are completed electronically and submitted as Word files to allow comments to be easily documented. These should be clearly referenced/linked to from the CMP. Please only provide the information requested that is relevant to a particular section.

(Note the term 'vehicles' used in this document refers to all vehicles associated with the implementation of the works, such as demolition, site clearance, delivery of plant & materials, construction etc.)

Full postal address of the site and the planning reference relating to the construction works.

Address:
Planning reference number (if relevant) to which the CMP applies:
Planning Ref. 21/01630/OUT
Appeal Ref. APP/C3105/W/23/3315849

Contact details for the person responsible for submitting the CMP.

Name:
Address:
Email:
Phone:

Contact details of the site project manager responsible for day-to-day management of the works and dealing with any complaints from residents and businesses.

Name:
Address: Principal Contractor (TBC)
Email:
Phone:

Contact details of the person responsible for community liaison and dealing with any complaints from local residents and businesses if different from above.

Name:
Address: Principal Contractor (TBC)
Email:
Phone:

Contact details including the address where the main contractor accepts receipt of legal documents for the person responsible for the implementation of the CMP.

Name:
Address: Principal Contractor (TBC)
Email:
Phone:

Site location plan and a brief description of the site, surrounding area and works proposals for which the CMP applies.

This information is included within the Construction Traffic Management Plan and Construction Environment Management Plan.

Brief description of the construction works including the size and nature of the works and details of the main issues and challenges (such as strategic route traffic disruption, narrow streets, close proximity to residential dwellings etc).

This information is included within the Construction Traffic Management Plan and Construction Environment Management Plan.

Proposed start and end dates for each phase of construction as well as an overall programme timescale.

This will be provided by the Principal Contractor once detailed design has taken place.

Standard working hours for the site

Sites located within high concentrations of construction activity that will attract large numbers of vehicle movements and/or generate significant sustained noise levels should consider establishing contact with other sites in the vicinity to manage these impacts.

The OCC Network Co-ordination Team expects meaningful consultation.

Evidence of who was consulted, how the consultation was conducted, and a summary of the comments received in response to the consultation should be included. Details of meetings including minutes, lists of attendees etc. should be appended.

In response to the comments received, the CMP should then be amended where appropriate and, where not appropriate, a reason given. The revised CMP should also include a list of all the comments received. Works promoters are advised to check proposed approaches to consultation with the Highway Authority before carrying them out.

Details of consultation of draft CMP with residents, businesses, local groups (such as residents/tenants and business associations) and Councillors.

A communications and consultation strategy will be established by the Principal Contractor as the site progresses through the detailed design stages.

Considerate Constructors Scheme (CCS) registration, if so registered. Please provide a CCS registration number that is specific to the above site.

Principal Contractor (TBC)

Plan/s of existing or anticipated construction sites in the local area and please state how your CMP takes into consideration and mitigates the cumulative impacts of construction in the vicinity of the site.

This will be provided at the detailed design stage, once the full extent of construction vehicle movements are known.

Traffic routes should be carefully considered, and risk assessed, including the need to avoid where possible any major cycle routes and trip generators such as schools, offices, stations, public buildings, museums etc.

Consideration should also be given to weight restrictions, low bridges, and cumulative impacts of construction (including neighbouring construction sites) on the public highway network. The route/s

to and from the site should be suitable for the size of vehicles that are to be used.

Show vehicle approach and departure routes between the site and the Oxfordshire's Road Network. Note that routes may differ for articulated and rigid HGVs.

Routes should be shown clearly on a map, with approach and departure routes clearly marked. If this is attached, use the following space to reference its location in the appendices.

Routing plan provided within Construction Traffic Management Plan.

Confirm how contractors and delivery companies will be made aware of the route (to and from the site) and of any on-site restrictions, prior to undertaking journeys.

A robust signage strategy combined within route selection based on HGV appropriate roads to and from the Strategic Road Network.

In traffic sensitive areas and streets construction vehicle movements should be restricted to the hours of 10.00am to 4.00pm on weekdays and between 8.00am and 1.00pm on Saturdays. If there is a school in the vicinity of the site or on the proposed access and/or egress routes, then deliveries must be restricted to the hours of 9.30am and 3pm on weekdays during term time.

Vehicles may be permitted to arrive on site before 8.00am if they can be accommodated on site. Where this is the case, they must then wait with their engines switched off.

A delivery plan should ensure that deliveries arrive at the correct part of site at the correct time. Instructions explaining such a plan should be sent to all suppliers and contractors.

Please provide details of the types of vehicles required to service the site and the approximate number of deliveries per day for each vehicle type during the various phases of the project.

For Example:

32t Tipper: 10 deliveries/day during first 4 weeks

Skip loader: 2 deliveries/week during first 10 weeks

Artic: plant and tower crane delivery at start of project, 1 delivery/day during main construction phase project

18t flatbed: 2 deliveries/week for duration of project

3.5t van: 2 deliveries/day for duration of project

10 daily construction HGVs, equating to 20 two-way trips.

Until a detailed construction programme has been prepared, the number of other vehicle movements are not yet known.

Cumulative effects of construction traffic servicing multiple sites should be minimised where possible. Please provide details of other works in the local area or on the route that might require deliveries coordination between two or more sites. This is particularly relevant for sites in very constrained locations.

This information will be provided closer to the time of the commencement of construction.

Provide swept path analyses for any constrained manoeuvres along the proposed route.

This will be provided as part of the detailed design process.

Consideration should be given to the location of any necessary holding areas/waiting points for sites that can only accommodate one vehicle at a time/sites that are expected to receive large numbers of deliveries. Vehicles must not queue or circulate on the public highway. Whilst deliveries should be given set times to arrive, dwell and depart, no undue time pressures should be placed upon the driver at any time.

Identify the locations of any off-site holding areas or waiting points. This can be a section of single yellow line that will allow the vehicle to wait to phone the site to check that the delivery can be accommodated.

This information is provided within the Construction Traffic Management Plan.

Delivery numbers should be minimised where possible. Investigate the use of construction material consolidation centres, and/or delivery by water/rail if appropriate.

Alternative modes and consolidation centres will be considered as the site progresses through detailed design.

Emissions from engine idling should be minimised where possible. Provide details of measures that will be taken to reduce delivery vehicle engine idling, both on and off site (this does not apply to concrete mixers).

Environmental mitigation measures have been included within the Construction Traffic Management Plan and Construction Environmental Management Plan.

Vehicles entering and leaving the site should be carefully managed, using gates that are clearly marked and free from obstacles. Traffic marshals must ensure the safe passage of all traffic on the public highway, in particular pedestrians and cyclists, when vehicles are entering and leaving site, particularly if reversing.

Traffic marshals, or site staff acting as traffic marshals, should hold the relevant qualifications required for directing large vehicles when reversing. Marshals should be equipped with 'STOP – WORKS' signs (not STOP/GO signs) if control of traffic on the public highway is required. Marshals should have radio contact with one another where necessary.

Detail the proposed site access and egress points on a map or diagram. If this is attached, use the following space to reference its location in the appendices.

This information will be provided as part of the detailed design.

Describe how the access and egress arrangements for construction vehicles in and out of the site will be managed, including the number and location of traffic marshals where applicable. If this is shown in an attached drawing, use the following space to reference its location in the appendices.

This information will be provided by the Principal Contractor (once appointed)

Provide swept path drawings for vehicles accessing/egressing the site if necessary. If these are attached, use the following space to reference their location in the appendices.

This information will be provided as part of detailed design.

Provision of wheel washing facilities should be considered if necessary. If so, please provide details of how this will be managed, and any run-off controlled. Note that wheel washing should only be used where strictly necessary, and that a clean, stable surface for loading should be used.

This information is provided in the Construction Traffic Management Plan and Construction Environmental Management Plan.

This section is only relevant if loading/unloading is due to take place off-site on the public highway. If loading is taking place on site, please skip this section.

Provide details of the parking and loading arrangements for construction vehicles with regard to servicing and deliveries associated with the site (such as delivery of materials and plant, removal of excavated material). This is required as a scaled site plan, showing all points of access and where materials, skips and plant will be stored, and how vehicles will access and egress the site. If this is attached, use the following space to reference its location in the appendices.

This information will be provided as the site progresses through detailed design and once a Principal Contractor has been appointed.

Where necessary, Traffic Marshalls must ensure the safe passage of pedestrians, cyclists and motor traffic in the street when vehicles are being loaded or unloaded. Provide detail of the way in which marshals will assist with this process, if this differs from detail provided above.

This information has been provided at a high level within the Construction Traffic Management Plan. Greater detail will be provided once a Principal Contractor has been appointed.

OCC operates a road and street works permit scheme and full justification must be provided for proposed use of the public highway to facilitate works. The Oxfordshire's Network Co-ordination Team expects all options to minimise the impact on the public highway to have been fully considered prior to the submission of any proposal to occupy the highway for vehicle pit lanes, materials unloading/crane pick points, site welfare etc.

Temporary Traffic Regulation Orders (TTROs) and hoarding/scaffolding licenses may be applied for

prior to CMP submission but won't be granted until the CMP is signed-off.

Note that there is a statutory consultation process to take place as part of a TTRO details of which can be found on the OCC web site.

Provide a scaled plan detailing the local highway network layout in the vicinity of the site. This should include details of on-street parking bay locations, cycle lanes, footway extents, relevant street furniture, and proposed site access locations. If these are attached, use the following space to reference their location in the appendices.

Parking bay suspensions should only be requested where absolutely necessary and these are permitted for a maximum of 6 months only. For exclusive access longer than 6 months, you will be required to obtain a Temporary Traffic Order (TTO) for which there is a separate cost.

Provide details of any proposed parking bay suspensions and/or TTO's which would be required to facilitate the construction - include details of the expected duration in months/weeks. Building materials and equipment must not cause obstructions on the highway as per your CCS obligations unless the requisite permissions are secured.

Information regarding parking suspensions can be found on the OCC web site.

At this stage, it is not envisaged that any parking restrictions will be required during the construction phase.

Please note that use of the public highway for storage, site accommodation or welfare facilities is at the discretion of the Network Co-ordination Team. If you propose such use, you must supply full justification, setting out why it is impossible to allocate space on-site. We prefer not to close footways but if this is unavoidable, you should submit a scaled plan of the proposed diversion route showing key dimensions.

Provide justification of proposed occupation of the public highway for site storage.

It is not proposed that the public highway will be used for any site storage or facilities.

Provide accurate scaled drawings of any highway works necessary to enable construction to take place (such as construction of temporary vehicular accesses, removal of street furniture etc). If

these are attached, use the following space to reference their location in the appendices.

This information will be provided at the detailed design stage.

Where applicable, supply details of any diversion, disruption or other anticipated use of the public highway during the construction period. Show locations of diversion signs on drawings or diagrams. If these are attached, use the following space to reference their location in the appendices.

All information regarding diversions or use of public highway will be provided as further details of the site come forward.

When erecting scaffolds on the public highway pedestrian safety must be maintained if diversions are put in place. Vulnerable footway users should also be considered. These include wheelchair users, the elderly, those with walking difficulties, young children, those with prams, the blind and partially sighted. Appropriate ramps must be used if cables, hoses, etc. are run across the footway. Any work above ground floor level may require a covered walkway adjacent to the site. A licence must be obtained for scaffolding and gantries. The adjoining public highway must be kept clean and free from obstructions, and hoarding should not restrict access to adjoining properties, including fire escape routes. Lighting and signage should be used on temporary structures/skips/hoardings etc. A secure hoarding will generally be required at the site boundary with a lockable access.

Where applicable, provide details of any hoarding and/or scaffolding that intrudes onto the public highway, describing how pedestrian safety will be maintained through the diversion, including any proposed alternative routes. Provide detailed, scale drawings that show hoarding lines, gantries, crane locations, scaffolding, pedestrian routes, parking bay suspensions, remaining road width for vehicle movements, temporary vehicular accesses, ramps, barriers, signage, lighting etc. If these are attached, use the following space to reference their location in the appendices.

This information will be provided at the detailed design stage.

Provide details of any other temporary structures which would overhang/oversail the public highway (such as scaffolding, gantries, cranes etc.) If these are attached, use the following space to reference their location in the appendices.

This information will be provided at the detailed design stage.

Indicate if any changes to services are proposed to be carried out that would be linked to the site during the works (connections to public utilities and/or statutory undertakers' plant). Larger works may require new utility services. If so, a strategy and programme for coordinating the connection of services will be required. If new utility services are required, please confirm which utility companies have been contacted (such as Thames Water, Western Power, Southern Gas, BT etc.) You must explore options for the utility companies to share the same excavations and traffic management proposals to support collaborative working.

Supply details of your discussions.

Impacts to utilities will be assessed and provided at the detailed design stage.

The agreed contents of this Construction Management Plan must be complied with unless otherwise agreed in writing by the OCC Network Co-ordination Team. This may require the CMP to be revised by the major infrastructure and or development works planners and for it to be reapproved by the OCC Network Co-ordination Team. The project manager shall work with the OCC Network Co-ordination Team to review this Construction Management Plan if problems arise in relation to the construction of the works. Any future revised plan must be approved by the OCC Network Co-ordination Team and as/if required the LPA in writing and complied with thereafter.

It should be noted that any agreed Construction Management Plan does not prejudice further agreements that may be required such as road closures or hoarding licences.

Signed:

Date:

Print Name:

Position:

