



# CONSTRUCTION PHASE TRAVEL PLAN

COTEFIELD FARM, BODICOTE

November 2013

Rev 'A' – Jan 14 – Communication & Dust / Dirt Control measures added. RC



# **Cotefield Farm, Bodicote**

## **TRAFFIC MANAGEMENT PLAN**

- 1. All construction vehicles and deliveries to gain access to site via the Gate at the main entrance, all vehicle movements on site to be carried out under the instruction and guidance of site staff. The site is a concealed entrance so care should be taken when leaving the site at all times.**
- 2. Site working Hours Mon – Fri 08.00 – 18.00  
Sat – 08.00 – 13.00  
Strictly **No** working or deliveries are permitted outside these hours**
- 3. All operatives, delivery drivers and visitors must report to the site office prior to entering site for full induction prior to commencing works or making deliveries,**
- 4. On Arrival at site, delivery vehicles should try and pull onto the site rather than wait on road. NO DELIVERIES TO BLOCK THE RIGHT OF WAY ON ANY OTHER DRIVES OR ENTRANCES.**
- 5. Rigid vehicles only, all suppliers to do full survey before any deliveries.**
- 6. Contractors will have limited on site parking as directed by the site staff. Care should be taken not to block existing right of ways when parking off site.**
- 7. Strictly no reversing without assistance.**

**8. All delivery vehicles leaving site must take extreme caution and be mindful that the site has a concealed entrance & that OXFORD RD is well used.**

**9. All drivers of vehicles leaving site should ensure that their wheels are cleaned prior to entering Highway land, any debris or mud carried onto the Highway should be cleared immediately and suction sweepers to be used as required.**

**10. All pedestrian routes must be observed and maintained at all times, all operatives should be made aware of pedestrian routes and the need to adhere to the use of.**

**11. Traffic plan to be monitored and updated at regular intervals or as required.**

**ANY VEHICLES NOT COMPLYING WITH THIS PLAN WILL BE REFUSED ACCESS TO THE SITE.**

**Communication we propose to undertake with neighbours** - Before we start we always letter drop locals to the site, schools and police station. Once on site anyone who has concerns are generally asked to first approach the site manager whose contact details will be displayed. Should any concerns that cannot be dealt with by site can be escalated to the Project Manager / Build Director (Tim Taylor) via the office on 0844 800 3500.

The site will be registered with Considerate Constructors Scheme as part of the development proposals.

**Management of dust & control measures** – Damping down will be carried out as required to the ground in summer months to reduce dust created. The groundworkers / site manager will instruct a road clean as and when required. To reinforce this by hand there will be operatives brushing and washing the roads. The fork lift truck will be fitted with attachment to sweep road which will be used daily. Hand held machinery such as skill saws are fitted with water suppression to reduce the dust when cutting blocks etc.



# **FIRE SAFETY PLAN**

## **Cotefield Farm, Bodicote**

**PLEASE READ THE FOLLOWING RULES:**

- **HOT WORK REQUIRES PERMIT TO WORK**
- **PORTABLE FIRE EXTINGUISHER LOCATED AT – FIRE POINTS INDICATED ON SITE PLAN.**
  - a) **POSITION AS NOTED ON ATTACHED DRAWING**
  - b) **SITE OFFICE**
  - c) **CANTEEN/DRYING ROOM**
- **FIRE ASSEMBLY POINT – AT SITE ENTRANCE, AS INDICATED ON SITE PLAN**
  - **EMERGENCY PROCEDURE ON FINDING A FIRE:-**
    - a) **EVACUATE THE AREA**
    - b) **RAISE THE ALARM BY VERBAL WARNINGS/RING BELL ON FIRE STATION**
    - c) **FOLLOW SIGNS TO ASSEMBLY POINT**
    - d) **CALL FIRE BRIGADE (PHONE IN SITE OFFICE)**
    - e) **INFORM SITE MANAGER**
- **DO NOT SMOKE IN PLOTS UNDER CONSTRUCTION.**
- **DO NOT STORE MATERIAL AT ANY TIME IN OR ON THE EXIT ROUTE**
- **DO NOT USE ANY FIRE FIGHTING EQUIPMENT UNLESS YOU HAVE BEEN TRAINED IN ITS SPECIFIC USE**

**THE SITE MANAGER RESPONSIBLE FOR SITE FIRE SAFETY SHOULD:**

- **ENSURE THAT THE SITE FIRE SAFETY PLAN IS CLEARLY UNDERSTOOD AND COMPILED WITH ALL THOSE ON THE SITE.**
- **ENSURE THAT A SYSTEM USING HOT WORK PERMITS IS ESTABLISHED, AS NECESSARY, AND MONITOR THE SYSTEMS EFFECTIVENESS.**

- **CARRY OUT REGULAR CHECKS OF FIRE-FIGHTING EQUIPMENT AND FACILITIES INSTALLED ON SITE.**
- **TEST ALL ALARM AND DETECTION DEVICES WEEKLY.**
- **CARRY OUT WEEKLY INSPECTIONS OF EMERGENCY ESCAPE ROUTES.**
- **ENSURE THAT FIRE BRIGADE ACCESS IS ALWAYS MAINTAINED.**
- **LIAISE WITH SITE SECURITY PERSONNEL WHERE THEY ARE EMPLOYED**
- **ARRANGE FOR THE NECESSARY INSPECTIONS, TESTS AND FIRE INSPECTIONS TO BE CARRIED OUT.**
- **REGULARLY MONITOR AND CHECK THE ARRANGEMENTS AND PROCEDURES FOR CALLING THE FIRE BRIGADE**
- **CARRY OUT THE DUTIES REQUIRED FOR THE SAFE EVACUATION OF THE SITE IN THE VENT OF AN EMERGENCY SITUATION.**
- **ENSURE ALL STAFF AND VISITORS REPORTS TO THE ASSEMBLY POINT.**





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**The Resident**

Dear Resident,

Banner Homes (Midlands) Ltd will shortly be undertaking Construction work in your area.

We will endeavour to carry out this work with the minimum disruption and we apologise for any inconvenience that may be caused.

If you have any particular concerns regarding these works, please do not hesitate to contact us at the address below.

Yours faithfully,

**Tim Taylor**  
**Build Manager**

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