

# PROJECT TRAFFIC MANAGEMENT & LOGISTICS PLAN

<b>Project Name:</b>	NUJ Window replacement		
<b>Project Manager</b>	Paul Bailes	<b>Contact:</b>	07775833250
<b>Working Hours</b>	Monday - Friday Saturday	08.00 - 17.00 09.00 - 13.00	<b>Delivery Times:</b> Deliveries within site working hours only, to be confirmed with Paul Bailes
<b>Address:</b>	National Union of Journalists 72 Acton Street London WC1X 9NB		

## Overview of Scope:

Replacing existing windows on the 1<sup>st</sup> to 6<sup>th</sup> floor of 72 Acton Street. Windows on the Acton Street and Grays Inn Rd elevation will be removed using a scaffold, Remaining windows will be removed using a MEWP placed in the courtyard to the rear of the premises (accessed from Acton Street)

## Project Specific Traffic & Logistics Management Arrangements:

### Vehicle Access & Egress

#### ACCESS

- The site traffic will approach the project from Kings Cross Road at turn into Acton St (A501).
- Due to limited space the only the MEWP and the scaffold Contractor lorry will be permitted to use the premises courtyard area. They will need to be meet at the loading bay outside 68 Acton St and reversed into the courtyard by a trained banksman/traffic marshal.
- If the scaffold contractor determines that their vehicle is too large to be reversed into the building courtyard then an application will be submitted to suspend the loading bay outside 68 Acton Street for the duration of the scaffold build and strike.
- Regular delivery and waste removal vehicles will use the loading bay outside 68 Acton St.
- Deliveries must be pre booked.

#### EGRESS

- All Vehicles will leave site area by continuing along Acton Street and turn left or right onto Grays Inn Road

#### NOTE

- Under no circumstances can traffic be restricted or halted unless otherwise agreed with the Council and Main Contractor.
- All deliveries are to be pre-booked; date of arrival and time are to be provided, any deliveries not booked in with the Principal Contractor may be rejected from site and sent away.
- A traffic marshal will be in place to coordinate deliveries and ensure and maintain public protection.
- Contractor led deliveries are also to be met by a qualified traffic marshal from the associated contractor.
- The depot is to call the associated contractor prior to arriving on site to notify ETA.
- There is no on-site parking, therefore loading arrangements are to be presented in a safe manner which accommodate a productive off-load.

# PROJECT TRAFFIC MANAGEMENT & LOGISTICS PLAN

## Anticipated Vehicle Movements

- Both the erecting and striking of the scaffold (on Acton St and Grays Inn Rd) is planned to take one week. During this phase the scaffold contractor lorry will be required to be on site. The scaffold contractor has been approached to establish if the planned vehicle can be located in the courtyard that behind the premises, that is accessed from Acton St. If this is not possible then an application will be submitted to suspend the loading bay outside 68 Acton Street for the duration of the scaffold build and strike.
- During the construction phase (window replacement works) resources will be called for on a as required basis and it is expected that no more than one delivery a week.
- Waste will be removed from site using waiting loads as required and it is anticipated that there will be no more than two per week

## Pedestrian Access & Egress

- Pedestrians are to approach the site from Acton St
- They will enter the site area via the roller shutter doors on Acton Rd and move to the welfare via the rear staircase to the site welfare, office area.
- Pedestrian segregation inside the rear court yard will be presented in the form of a traffic marshal and mobile exclusion zone as required (Scaffold erecting/strike if it can fit in area and MEWP works).
- Deliveries, any items/ vehicles in the court yard and items are to take note of any fire points set up in the site compound along with building access points, under no circumstances are these to be blocked, thus hindering emergency evacuation, or presenting additional risk.

## Loading & Unloading

- Vehicles delivering materials and associated equipment to site are to be presented in a variant which protects personnel from falls from height (i.e., flatbed vehicles will have proprietary edge protection, webbed or steel handrails etc).
- Sub-contractors are to manage their own deliveries in a safe manner, if materials are not off-loaded in a correct manner the Principal Contractor will stop the operation and send the delivery away.
- Traffic marshal will be in place to stop public traffic (Vehicle based & foot traffic) and create a temporary physical exclusion zone to accommodate off-loading/loading arrangements.
- All deliveries are to be carried out from the loading bay outside 68 Acton Rd with items moved into the court yard at the rear of 72 Acton St as directed by the site management .

## Internal Site Pedestrian & Vehicle Segregation

- Traffic Marshal will be in place to monitor and manage associated deliveries, deliveries for other contractors will be assisted by a representative from that associated company.
- Physical barriers with appropriate signage will be implemented where public segregation and exclusion zones are required to accommodate associated loading/ off-loading operations,

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## Emergency Access & Egress Procedures

In the event of an emergency, operatives will use the nominated emergency routes in the building and on the scaffold and assemble on the foot path outside the Queens Head (66 Acton St). Emergency services will meet on Acton St, any delivery vehicle is to leave site to enable the emergency services to use the loading bay area and access the courtyard

## Sketch of Working Area, TM Controls & Signage:

### Area in general

Routes in and out of site area



### Key

Traffic Route  
(Showing direction of travel)



Site Boundary



Loading Bay



Entrance to courtyard







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## Area in detail



## Key

- Traffic Route (Showing direction of travel) 
- Site Boundary 
- Loading Bay 
- Entrance to courtyard 

# PROJECT TRAFFIC MANAGEMENT & LOGISTICS PLAN

## Street View



<b>TM Plan Completed by:</b>	Name: Kevin Harvey	Signed: <i>K. Harvey</i>	Date: 21/10/2022
<b>TM Plan Reviewed by:</b>	Name:	Signed:	Date: