

TRAFFIC MANAGEMENT & LOGISTICS PLAN

Maldron Hotel

Renfrew St, Glasgow G2 3BW





TRAFFIC MANAGEMENT PLAN

Maldron Hotel, Renfrew Street, Glasgow

This Traffic Management Plan document must be read in conjunction with:

HSP04 Control of Lifting Operations Procedure

HSP25 Traffic Management Procedure

HSP29 Unloading Delivery Lorries Procedure

Revision History

Revision no.	Section Amended	Description of Revision	Changed by	Approved by	Date
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1 INTRODUCTION

The proposed development will incorporate the construction of a new hotel development (see figure 1), The Maldron at Renfrew St, Glasgow. The development comprises the construction of a new thirteen storey hotel building to provide 300 bedrooms, including restaurant and ancillary facilities with associated highway works, drainage, together with hard and soft landscaping.



Figure 1 – Proposed Façade, Corner of Renfrew and Renfield

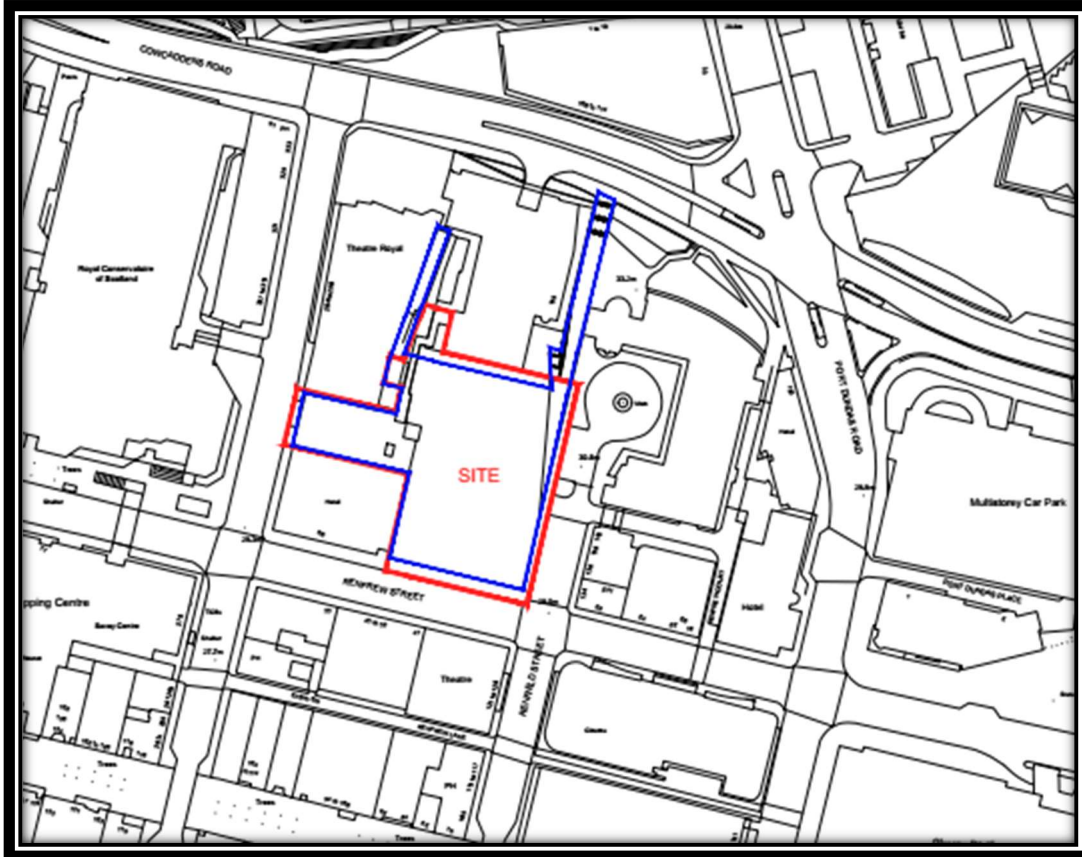


Figure 2 - Red line site boundary

The site is bounded by Renfield Street to the east and Renfrew Street to the south. The Citizen M Hotel and service yard is situated to the west of the site. To the north of the site is Broadway One office block and carpark which houses Tesco Bank.

The site is fronted by Renfrew Street which is a busy 4 lane (inclusive of bus lane), one way carriageway which runs from the West to the East of the city.

This is a busy area for both Vehicular & Pedestrian traffic and close attention will be paid to the movement of site traffic in the surrounding areas. McAleer & Rushe will assess and review traffic routes on a frequent basis as the project progresses and will implement the necessary measures to ensure maximum safety of site personnel and third parties.

This traffic management plan specifically addresses how we intend to service the site in a safe and efficient manner for the duration of the construction phase, given the existing physical constraints and with full consideration to the specific needs of residents and businesses.



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This plan is to be treated as a working document and requires input and consultation from the various project stakeholders with whom we will meet to develop an understanding of the concerns they may have, the requirements that we must satisfy and to create a good working relationship that is for the benefit of all. We have based this plan on our working knowledge of the area and our standard working practices for working within city centres and heavily developed locations.

From experience we are acutely aware that the success of any project relies on a robust traffic management and logistics and a strong site management team with controlled supervision at all times. McAleer & Rushe are fully flexible with the site logistics and welcome any input from Glasgow City Council should alternatives be proposed.

The key elements that we have taken into consideration to produce our strategy are:

- Traffic Management
- Pedestrian Routes
- Site Security
- Personnel Access
- Vehicle Access
- Welfare facilities and accommodation
- Delivery Co-ordination
- Material Distribution
- Waste Management
- Fire Safety

The construction works at Renfrew Street will generate a considerable amount of construction traffic. To limit disruption caused to neighboring property owners and occupiers, all project personnel and suppliers will receive a copy of and will be required to comply with this project specific Traffic Management Plan (TMP).

The TMP will identify specific controls and management of the following:

- Absolute safety for all vehicular and pedestrian traffic.
- Maintain unrestricted access to local businesses and properties in the area.
- Minimise the impact of the construction process to the surrounding area.
- Maintain highway safety, particularly at unloading zones.
- Booking-in system for vehicle deliveries prior to arrival.
- Supervision at all times at street level during vehicle deliveries and unloading.
- Pedestrian gantry over the Renfrew St pavement to maintain footpath access and to provide public protection, where necessary.
- Keeping the road clear along all adjacent routes.

1.1 Legal Duties – CDM Regulations

1.1.1 Regulation 27 Traffic routes

- (1) *Every construction site shall be organised in such a way that, so far as is reasonably practicable, pedestrians and vehicles can move safely and without risks to health.*
- (2) *Traffic routes shall be suitable for the persons or vehicles using them, sufficient in number, in suitable positions and of sufficient size.*
- (3) *A traffic route shall not satisfy sub-paragraph (2) unless suitable and sufficient steps are taken to ensure that—*
 - a) *pedestrians or vehicles may use it without causing danger to the health or safety of persons near it;*
 - b) *any door or gate for pedestrians which leads onto a traffic route is sufficiently separated from that traffic route to enable pedestrians to see any approaching vehicle or plant from a place of safety;*
 - c) *there is sufficient separation between vehicles and pedestrians to ensure safety or, where this is not reasonably practicable — there are provided other means for the protection of pedestrians, and there are effective arrangements for warning any person liable to be crushed or trapped by any vehicle of its approach;*
 - d) *any loading bay has at least one exit point for the exclusive use of pedestrians; and*
 - e) *where it is unsafe for pedestrians to use a gate intended primarily for vehicles, one or more doors for pedestrians is provided in the immediate vicinity of the gate, is clearly marked and is kept free from obstruction.*
- (4) *Every traffic route shall be—*
- (5) *indicated by suitable signs where necessary for reasons of health or safety;*
- (6) *regularly checked; and*
- (7) *properly maintained.*
- (8) *No vehicle shall be driven on a traffic route unless, so far as is reasonably practicable, that traffic route is free from obstruction and permits sufficient clearance.*

1.1.2 Regulation 28 Vehicles

- (1) *Suitable and sufficient steps shall be taken to prevent or control the unintended movement of any vehicle.*
- (2) *Suitable and sufficient steps shall be taken to ensure that, where any person may be endangered by the movement of any vehicle, the person having effective control of the vehicle shall give warning to any person who is liable to be at risk from the movement of the vehicle.*
- (3) *Any vehicle being used for the purposes of construction work shall when being driven, operated or towed —*
 - a) *be driven, operated or towed in such a manner as is safe in the circumstances; and*
 - b) *be loaded in such a way that it can be driven, operated or towed safely.*
- (4) *No person shall ride or be required or permitted to ride on any vehicle being used for the purposes of construction work otherwise than in a safe place thereon provided for that purpose.*

- (5) *No person shall remain or be required or permitted to remain on any vehicle during the loading or unloading of any loose material unless a safe place of work is provided and maintained for such person.*
- (6) *Suitable and sufficient measures shall be taken so as to prevent any vehicle from falling into any excavation or pit, or into water, or overrunning the edge of any embankment or earthworks.*

2 Site Layout

Welfare units and site accommodation (see figure 3) will be located initially during site clearance works, within the site boundary with vehicle access via Gough Street Gate. Hoardings will be erected around the site, covering all elevations. The hoarding will safely segregate the passing public from the construction works, while maintaining a pedestrian route to and from Renfrew Street and associated routes. Adequate signage will be provided on the hoarding.

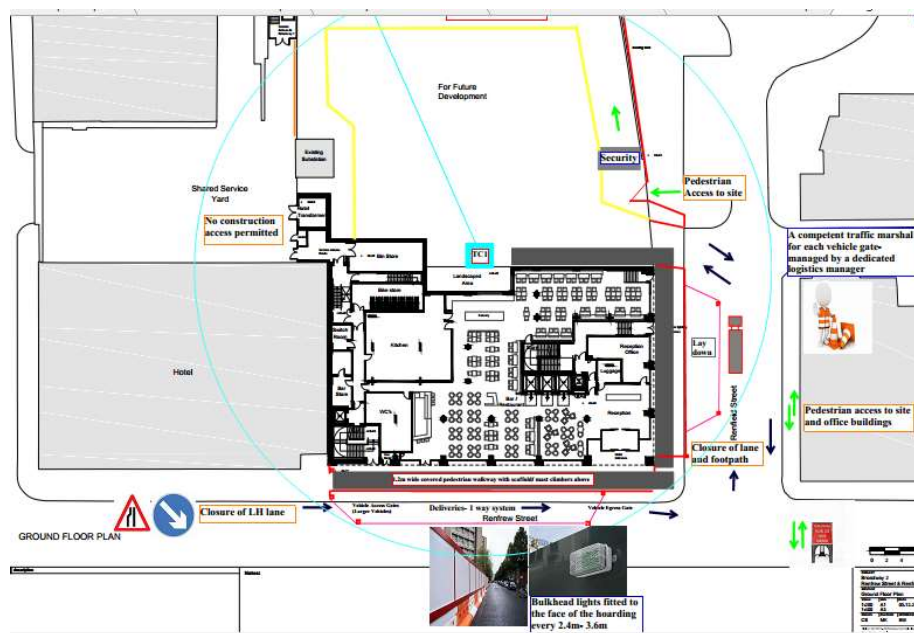


Figure 3 – Initial Site Layout

Refer to Appendix A for Traffic Route Diagram and Appendix B Site Cranage Layout

Due to the busy nature of the road network linking the site, the site traffic will be coordinated to avoid peak traffic hours and loads consolidated to reduce where possible the number of trips made to and from site by project vehicles and personnel.

All delivery vehicles will be required to be logged on our online delivery management system so as to avoid any un-necessary congestion and site logistics will be heavily regulated and controlled throughout the build process.

Our competent Logistics Team has considerable skill and experience with traffic management, plant and equipment movements, crane lifting requirements and material handling, including storage. The



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routes surrounding the site are to remain in full use during the construction of the project. We will manage all construction traffic to ensure disturbance to road users and pedestrians is kept to a minimum.

Vehicle access to the site (see figure 4) will be via Renfrew Street- turning onto Sauchiehall Street from the West. Continuing along Sauchiehall Street until the street becomes pedestrianised. Turning left onto Rose Street and taking the right-hand lane, take the first right onto Renfrew St and continue for approximately 400m. The loading bay will be in the left hand lane which will be suspended for the duration of the works.

Deliveries made on articulated vehicles will use the loading bay area on Renfrew St. A one-way system is set up and will be fully controlled by a traffic marshal, vehicles will enter from the West as noted above and leave to the East. Vehicles will egress site and proceed through the traffic lights approximately 100m until the junction of North Hannover Street. A left turn will then direct all traffic out of the city with good links to various A roads and the M8 motorway.

Smaller vehicles up to 9.2m long can bypass the loading bay and take a left turn onto Renfield St, **note this is a 'dead end' road and larger vehicles will not be able to turn**, any driver that attempts this will be subject to the MAR disciplinary procedure.

All Vehicles will be marshalled from the site/ loading bay entrance gates and into the site/ loading bay areas. The site delivery/set down areas will evolve during the project as necessary.

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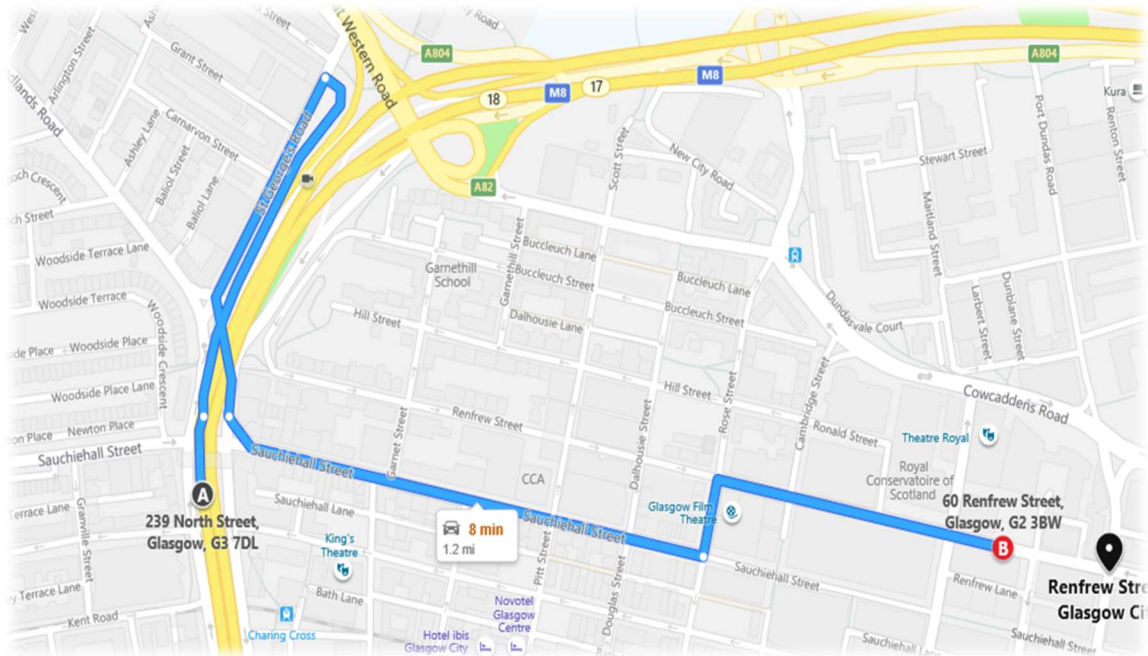
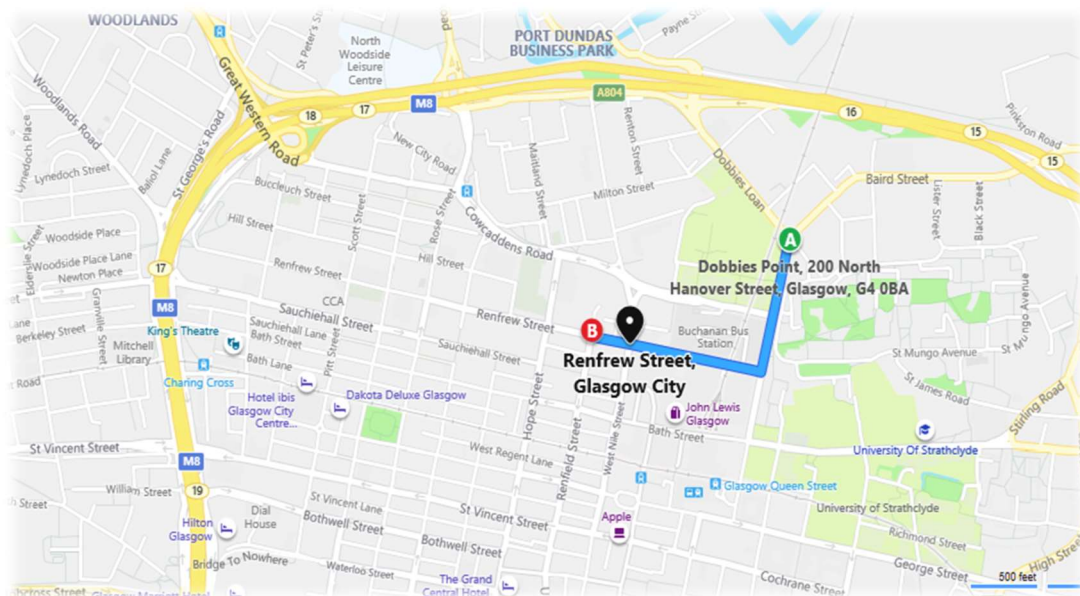


Figure 4 – Site access Route from the M8



Site Egress Route

Hoarding

2.1 CDM 2015 - Regulation 18:

- (1) *Where necessary in the interests of health and safety, a construction site must, so far as is reasonably practicable, and in accordance with the level of risk posed, comply with either or both of the following –*
- a) *have its perimeter identified by suitable signs and be arranged so that its extent is readily identifiable: or*
 - b) *be fenced off.*

The hoarding will be in place around the site in its entirety. It will be monitored as to whether lighting will be required to the external of the hoarding.

The hoarding will be built to high McAleer & Rushe standard specification and independently designed by external consultants.

The hoarding will be subject to weekly inspections. Signage will be erected on the hoarding to warn members of the public of potential hazards and to exercise greater caution when around site.

Location of Site Accommodation

The site welfare will be positioned to ensure that visitors to site do not need to cross site where ground conditions may be poor and there are hazards from moving plant. The access to the welfare area will be through pedestrian gate initially and later in the project via turnstile at the rear of the site. Welfare accommodation will be completely segregated from the rest of the site using demarcating herras fencing panels.

Access to and around the welfare will be kept clean and tidy with no trip hazards. This will be regularly inspected by McAleer and Rushe Site Management.

Footpath Closure

To ensure the safety of pedestrians, the footpath on Renfield Street will be closed for the duration of the works. A physical barrier will be installed along with signage to guide pedestrians on alternative routes in accordance with Code of Practice for Safety at Streetworks and Roadworks.

Car Parking

Parking will not be permitted within the site or its vicinity. No vehicles other than those authorised to do so shall be permitted to access beyond the site boundary. Parking shall not be permitted on public roads where access or egress to buildings or premises will be affected. Statutory bodies' plant/equipment shall always be kept clear and accessible e.g. fire hydrants. Site operatives will be encouraged to use Public Transport or vehicle sharing to and from site where possible.



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3 Construction Traffic Management Plan

Efficient material/plant deliveries will be achieved through effective management and coordination/timing of significant deliveries. Deliveries will be coordinated with our supply chain partners to prevent queuing of vehicles adversely affecting traffic flow in and around the site area and to minimize disruption to local traffic. We will liaise with subcontractors on a daily basis by way of Daily Huddles to ensure clear communication and safe management of our activities.

Orders for materials will specifically define the windows of opportunity to suppliers.

The working hours for the project will be:

- Monday to Friday – 08.00 to 19:00
- Saturday – 08.00 to 13:00

Where possible, deliveries will be timed to avoid the peak traffic hours of 08.00-09.00 and 17.00-18.00. We will schedule the arrival of vehicles via an electronic booking system allowing each delivery sufficient time to carry out their loading / unloading. Vehicles arriving on site will be given prior instruction as to the location of the Set Down Area and the traffic route to be followed to access the site.

All deliveries to site MUST be booked IN ADVANCE with McAleer & Rushe Site Management Team

All drivers **must** arrive to site at the pre-arranged time or call the site Traffic Marshals in advance to confirm their expected arrival time.

On first contacting site, the driver must provide their contact number to the Traffic Marshals in order that they can call back to co-ordinate their delivery.

When vehicles approach the site entrance, they will approach a Traffic Marshal who will direct them accordingly. A risk assessment for deliveries will be carried out and a traffic marshal from the site will guide vehicles to the designated off-loading area. Delivery vehicles will have reversing sounders.

All necessary documentation will be taken from the driver and the site's Logistic Coordinator will manage the specifics of the delivery. A Logistics Coordinator will direct the movement and loading / unloading of the vehicle. Once the load has been loaded / unloaded the Marshal will safely direct the vehicle back onto Renfrew St.

Disruption in the area will be limited through strict on-site coordination of construction movements and by actively managing any conflicts between construction and local vehicular traffic on the surrounding road and footpath networks.

All accesses and routes will be fully maintained and will be kept clean, tidy and free from obstructions during construction operations.



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All deliveries will be compliant with the traffic management rules of conduct. Where “out of hours” working is required e.g. Tower Crane Erection/Dismantle, written approval from Glasgow City Council Authority’s representative will be attained.

3.1 Mandatory Access Routes to and from Site

Refer to figure 4 within this document

3.2 Access Arrangements for Public

Access onto site for operatives, personnel and visitors will be via pedestrian gate on Renfield Street, small holding area will lead to our security cabin where a turnstile will be in operation during the duration of the project. The pedestrian entrance leads into the secure welfare area, this area will be classified as a PPE free zone. The site entrance for deliveries will be manned at all times with security gates locked shut as a rule, only being opened to allow vehicle movements on and off site.

Information about the site and contact details in case of emergency will be displayed on the site hoarding by both the pedestrian entrance and the delivery entrance.

3.3 Access Arrangements for Vehicles

During the substructure phase of works, vehicles can access the site via the entrance on Renfrew Street. There will be Traffic Marshals working in tandem for all deliveries, to ensure the safe movement of all vehicles. Traffic Marshals will also be responsible for ensuring the safe travel of vehicles exiting site back onto Renfrew Street. All Traffic Marshals, Banksman and crane team will be identifiable by orange hi-visibility vests.

All vehicles will be able to unload when inside the site boundary. A designated offloading area will be implemented during the course of the project.

Traffic Marshals will be in attendance at all times in this area, guiding vehicles onto site and ensuring the safety of all. A Traffic Marshal will guide all vehicles in from the road, while the other Traffic Marshal, located at the site entrance, will survey the surrounding area to ensure pedestrians and members of the public cannot come into contact with the moving vehicles. Once safely guided onto site, the Traffic Marshal will close the gates.

Any bulk materials will be unloaded by the crane and placed in a pre-determined storage area on site. Directional and hazard signage will be in place to direct and alert traffic and pedestrians and will be situated at key points.

If a vehicle is on site and another shows up and is unable to access the site, it is to be turned away. Under no circumstances are vehicles permitted to wait on any neighbouring streets until they can access the site.

Drivers must observe the site speed limit of 5mph at all times. When leaving the site, the Traffic Marshals must survey the surrounding area for pedestrians before instructing the vehicle to leave the

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site. If a pedestrian is in the area, the vehicle must wait until the area is clear before proceeding to exit the site. Again, the vehicle must leave the site at 5mph to ensure the safety of members of the public. A Delivery Driver Induction will be used to ensure all drivers are aware of site rules before entering site. The Traffic Marshal is to ensure that all delivery drivers who access site are inducted using this Induction form.

3.4 Vehicle Type and Schedule of Use

Traffic on site will mainly consist of varying types of lorries delivering materials such as concrete and steel daily, several times a day. The Traffic Marshals will liaise to ensure no congestion is caused around site.

Table 1: Summary of Vehicle Type and Use

Vehicle Type	Use
Rigid heavy goods vehicles	Concrete, steel, pre cast stairs, muck / waste removal, brick
Small articulated vehicles	General Building Materials
Specialist equipment low loader	Delivery of Plant
Vans	General Building Materials
Cars	No cars allowed onto site

No deliveries will be made outside of site working hours which are as follows:

Monday to Friday : 8am – 7pm
Saturday : 8am – 1pm

3.5 Vehicle Movement on Site

Due to the nature of the site, it is practical to completely segregate plant and pedestrians. Where this is not possible, barriers will be used to create a safe walkway for pedestrians to move around site. All work areas on site construction will always be fully segregated using barriers and warning signage.

The surface for all plant on site is suitable for its use and subject to weekly inspections by McAleer and Rushe. The working platform is inspected weekly by McAleer and Rushe.

3.6 Loading/Unloading

All loading / unloading will be carried out when vehicles have been directed to site. A loading bay will be set up on Renfrew Street for articulated vehicles. A loading bay will also be set up to the rear of the site for smaller lorries/ vans. If access is required to the vehicle load platform, suitable edge protection must be provided otherwise the vehicle must be turned away. Only slingers are required on the load platform.

All delivery drivers will be inducted on the Delivery Driver Induction Sheet as outlined above.

3.7 Material Storage, Laydown, Distribution and Storage Areas

Contractors should arrange delivery of materials on a just in time basis. Where possible, material storage areas will be developed as the work progresses. Materials will be stacked safely to avoid collapse of packs or materials becoming damaged. Materials will be stacked in such a way that the mechanical equipment can easily pick up the pallet or item to be transferred. There will be adequate space around the stored goods so that operatives can carry out their works safely.

The logistics team will be responsible for the coordination and distribution of all materials from the off-loading zone and into the appropriate storage area and wherever possible directly to the workforce or immediate area.

Whilst this team will be responsible for distribution of the materials, it shall remain the responsibility of each subcontractor to accept their own consignments at the point of delivery (confirming quantity, quality, etc.) Should the subcontractor not have anyone on site to accept the delivery then it will be turned away. The Logistics Manager (and the Distribution Team) will liaise closely with the subcontractors' Foreman to implement a materials call off / distribution schedule and ensure materials are correctly delivered.

Correct manual handling techniques will be used at all times and checked by the Logistics Manager. He will ensure the operatives are relieved on a rota basis especially on repetitive lifts. Manual handling must be reduced to a minimum by mechanical means of lifting and transporting e.g. pallet trucks, box trolleys, conveyors etc.

Material distribution will be reviewed and assessed in line with the following key considerations:

- Off-loading materials close to their final location, where practicable (this will minimize distribution around the site).
- Distribution directly from the off-loading point to the workforce ("just-in-time" deliveries to minimize storage and double handling).
- Use of materials handling equipment to transport materials around site and to each level within buildings (to minimize manual handling).

Distribution of materials to upper floors will only be available via one of the following routes:

- Tower Cranes
- Scaffold loading platform & perimeter scaffold
- Canti-deck Loading Platforms
- Materials Hoists
- Beneficial Lift

3.8 Pedestrian & Transport Routes

The safety of pedestrians is our first priority. Site traffic and pedestrian and vehicular traffic will be kept separate at all times. Work areas will be fenced off from the general public. Risk assessments will highlight the craneage of materials, for example removal of materials from

delivery vehicles, so as not to endanger others.

Secure hoarding 2.4m - 2.6m high will be erected along the site perimeter. The close boarded hoarding will be designed by the temporary works department and constructed to a high quality finish ensuring that there are no loose timbers or any cracked or de-laminated boards that has the potential to injure the public as they pass by. Hoarding will be painted and signage applied. The completed hoardings will be signed off by a temporary works coordinator.

Hoarding and access gates will be maintained and adapted to suit the progress of the works and the site conditions. Daily inspections will be carried out on all these structures and any damages will be rectified immediately and any graffiti will be removed to maintain a high standard.

Traffic barriers and suitable signage will be erected to alert pedestrians and vehicular traffic of the works and the temporary safety precautions that are in place. Walkways will be managed to ensure they can be safely accessed by the public at all times and that access to nearby properties is not obstructed. Routes will be clearly signed, well maintained and adequately illuminated. The images below show our typical site hoarding.





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3.9 Vehicle Waiting Areas

Vehicles are **not** permitted to park on nearby roads, laybys, etc.; vehicle waiting areas to be investigated.

3.10 Minimising Construction Traffic

To reduce the impact of construction traffic during peak hours we will implement measures such as consolidation of deliveries e.g. by selecting materials/goods from the same source, thus combining materials into one single delivery, as opposed to a number of vehicles delivering goods from different sources. We will actively seek and investigate ways of consolidating deliveries to reduce the total number of vehicle deliveries at the site.

Prefabricated materials are construction parts which have been assembled in a factory or other manufacturing site, prior to being transported to the development site. Therefore, the required parts will arrive as a complete structure form or sub-structure form. This process reduces the number of transport trips to the site as less deliveries of construction parts will be required.

Lorries will also be fully loaded to reduce the need of construction deliveries. Where feasible we will incorporate as many 'off site' solutions as possible to reduce delivery frequencies e.g. Prefabricated precast stairs.

Delivery scheduling will not be limited to receiving material deliveries into site, but will be fully coordinated with all materials, waste and plant & equipment leaving site. Hard copies of daily delivery schedules will be displayed at prominent locations e.g. provided at the gate/off-loading points, at hoists and also issued to drivers, forklift drivers and any other materials handling equipment operators, all of whom need to be in constant radio communication with one another.

We do not anticipate any adverse impact on the surrounding highway traffic network.

Traffic Management Plan

During the bulk excavation and groundworks on site, there will be an increased volume of traffic to and from site to remove spoil from site. Greater communication will be required to ensure that lorries do not build up on the access roads around site. The bulk excavation and groundworks operations will be subject to a specific Risk Assessment and Method Statement.

All operatives will be briefed by the Site Supervisor on the contents of the RAMS and Traffic Management Plan.

Traffic Marshals will be connected by two-way radio.

A vehicle will be directed into site as normal (outlined above). The lorry will wait until fully loaded and exit the site as per the procedure outlined above.



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When the site is clear from vehicles and is ready for another vehicle to be loaded, the lorry driver leaving site will contact the next lorry driver that the site is free for another lorry. At this point the procedure outlined above will be followed to ensure the lorry is safely directed onto site. At no point are vehicles permitted to wait while a lorry is on site.

4 Tower Cranes

1 no. Luffing Tower Crane will be required to service the site which will be erected within the external courtyard as illustrated in the site set-up. The base for the tower crane will be coordinated with the substructure of the building and under slab services and drainage to ensure it can remain in place on removal of the crane. **See Appendix B.**

The location outlined has been selected to reduce the need for the crane to come up through the main core of the building and for easy removal after its use. The design of the base and any proposed ties to the building will be carried out by our Temporary Works engineer and provided to the Structural Engineers for comment and approval.

The tower crane will only be erected when the base is sufficiently cured. Prior to pouring the base, pre-pour checks will be carried out in line with our QA system to ensure rebar / formwork is correctly placed and spaced and the base is clear from debris / contamination. In addition, the pre-formed cast in base of the crane will be checked for position and level continuously throughout the pour. Concrete cubes will be specifically taken from the base pour as a further safeguard to ensure the base strength is adequate.

The crane will be erected by qualified installers and test certification filed on site on completion. Weekly inspections of the crane will be carried out by the driver and six monthly inspections by the installer. 12 month independent inspections will also be carried out as required by our insurers.

Where mobile craneage is hired in the supplier will provide up-to-date certification as part of the mobile crane checklist procedure before set up. The crane and lifting accessories will require daily inspections before the crane is allowed to operate at the start of every shift.

The mast will be protected with close boarded hoarding that remains locked at all times and an anti-climb fan and trap doors positioned to avoid intruders scaling the mast and gaining access to the cab and jib.

4.1 Crane Oversailing

On city centre projects we prefer to use luffing cranes to eliminate the need to over-sail neighbouring properties. We will ascertain all access requirements, including scaffolding and crane over-sail licenses that are required for the works on this project and secure these in advance of the relevant works progressing.

The cranes will be installed with an electronic restricting/de-rating device that will limit where the crane can operate. Lifting loads or over-sailing will be restricted over Renfrew Street, Renfield Street and adjacent properties. **Oversailing the Citizen M hotel while carrying a load is strictly prohibited.**

5 Traffic Management Rules

1. No deliveries to site before 7.30am or after 6.30pm
2. When approaching site, vehicles fitted with them must activate any rotating orange beacons.
3. Vehicles are not permitted to wait, or park at any time under any circumstances. All local roads have double yellow lines. CCTV and local authorities strictly enforce this. If the vehicle cannot get onto site, it will be turned away.
4. One Traffic Marshal must be available at all times between the hours of 7am and 7pm to guide vehicles onto site. Another Marshal must be available to cover breaks.
5. Site personnel or drivers are not to smoke or loiter on any streets.
6. Any questions or complaints raised by 3rd Parties must be directed to McAleer and Rushe Site Management Team. If in doubt they can contact Head Office Number which will be displayed at Site Entrance.
7. Banksmen and Traffic Marshals must be readily identifiable by wearing orange Hi-Viz PPE
8. Only a qualified slinger / signaller is allowed to access the back of vehicles for loading / unloading purposes. Adequate edge protection should be in place prior to accessing the back of the vehicle. Vehicles arriving to site without built in edge protection should be turned away. Ideally loads will come pre-slung for easier unloading.
9. At no time are Traffic Marshals to assist with loading or unloading.
10. The site speed limit is 5mph for all plant at all times. Operatives found to be disobeying this limit is to be yellow carded.
11. Drivers will be given a safety briefing on entering site. All drivers must comply with site safety and environmental rules and co-operate with traffic marshals.
12. Any driver or plant operative must put on full PPE (as outlined in the induction) before getting out of the vehicle. PPE may be made available if you do not have them with you. Any delivery driver on site without full PPE will be red carded.
13. All drivers must report any incidents, hazards or near misses to McAleer and Rushe Site Management.



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14. If the fire alarm sounds, all drivers must leave their vehicles and leave site via the nearest exit. All personnel must proceed to the Muster Point and remain there until further instructions are given.
15. On leaving site, vehicles **must** use the wheel wash facilities.

6 Other Issues

6.1 Site Security, Workforce Access Control & CCTV

All personnel working on site will undergo a site-specific induction before being allowed to work. There will be an ongoing programme of further induction updates as the project progresses, this ensures up to-date information is received by all employees on the risks and preventative measures undertaken during the various stages of the contract.

All work areas will be suitably signed at all access and egress points warning persons of construction activity, such as 'Construction Site – Keep Out' and 'Visitors/Deliveries to report to Site Office'. The site management team will be vigilant to children and un-authorized people coming onto site

The site entrance for construction personnel to be located on Gough Street initially during substructure works. Site personnel and visitors will be safely segregated from construction traffic and enter the site through a manned security turnstile. Security measures at the entrance will restrict access to only those who are authorized to enter the site.

The three key issues considered in determining security arrangements for the project are:

- Exclusion of un-authorized persons from construction areas.
- Control and having full knowledge of all personnel on site.
- Control of personnel between the off-site project offices and the construction site.

The general security of the site comprises three main categories:

- Maintaining a secure perimeter.
- Preventing unauthorized access.
- Deterring theft. This protection is provided by a combination of physical and manned security.

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Entry onto site will be through a thumb print recognition entry system. The system will log all personnel entering or leaving site. Every individual entering the site will receive a comprehensive Site Induction and will be required to submit proof of CSR on entry. Entry to site will be restricted if they are barred from site, their CSR card becomes out of date or when their works on site are complete. Visitors will receive a visitor card that is valid for one day. All visitors that enter site will be accompanied by a person that has been inducted and is up to speed with the daily risks. See images below/overleaf of our typical thumb print recognition entry system & turnstile.



CCTV cameras will be strategically positioned to cover entrances, vulnerable points on the site boundary and at the welfare facilities. These cameras will be linked back to a central monitoring office. Entrance gates will open inwards and will be designed to lock firm in an open position to avoid the wind catching and flinging them into the footpath. The gates will be anti-vandal proof and will have observation apertures. Pedestrian gates will be fitted with key pads and self-closing hinges. The pedestrian gate in front of the turnstile will be locked at the end of each shift.

6.1 Road Sweeping

The gateman, Traffic Marshal and labourers will ensure that the road is free from debris and mud, especially on dry or rainy days. Vehicles leaving the construction site will be cleaned on site with a jet-washer if necessary before joining the highway to minimize the spreading of mud and dust onto the surrounding roads, ensuring the soiled water is contained on site. Existing roadways will be kept clean of any debris/spoil emanating from the site, including washing by road sweeper or jet washer when required. The site management team will ensure that regular inspections of the surrounding roadways are undertaken to ensure that they are maintained in good conditions. A suitable road cleaning contractor will be employed as and when required.



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Additional mitigation measures for dust and dirt used during construction:

- Damping down the site with a fine water spray to prevent the dust particles becoming airborne
- Vehicles removing debris from the site will be sheeted with dust sheets or tarpaulin to prevent debris spillage and dust emission;
- Stockpiled material will be constructed with gentle slopes and covered where possible;
- Haulage vehicles will use designated haul routes (both on and off site) which will be damped down regularly;
- Weather conditions will be considered prior to commencement of activity.
- Wrapping the scaffold to the building in monaflex.

6.2 Public Consultation and Community Liaison

McAleer and Rushe will make every effort to liaise with the surrounding neighbours to ensure that disruption to their daily activities is minimal. A newsletter will be distributed to all businesses and residents in the surrounding area on a monthly basis highlighting upcoming works which may be likely to affect them. An emergency contact number will be displayed on the hoarding at the site entrance. Members of the Public to report any concerns should they arise.

As part of our company policy the Site will be Registered with the Considerate Constructors Scheme. We are aware of the impact of the construction works, restricted access and the combined potential nuisance factors of noise, dust and vibration that the project may have on the surrounding environment. The condition of the highway will be monitored throughout the construction phases and if necessary, any repair work will be carried out as soon as a need for it is identified.

We acknowledge that many parties will have an interest in this project throughout its duration. Construction activities will have a direct impact on the local environment, particularly on:

- Surrounding commercial and residential occupiers
- Glasgow City Council
- Local Transport

Our Project Manager will be responsible for project and community liaison and will be the first point of contact for all concerns, issues and complaints. We visit all our project neighbours prior to commencing work on site. This provides them with the opportunity to meet our Project Team and voice any concerns. In addition to this we will distribute a Monthly Project Newsletter to project neighbours to update them on the progress of the project and subsequently notify them of forthcoming works.

Should complaints be received from local stakeholders, they will be logged, and assessed by the Contracts Manager and Project Manager who will meet with the affected party as soon as possible and take appropriate action to redress the issue. We will actively seek liaison with all project stakeholders throughout the pre-construction and construction periods. It is critical to the success of the project that key issues are properly addressed from the outset to create a good working relationship and an integrated team approach to resolving potential issues before they arise.

It is the intention that the works are carried out and precautions taken so not to cause inconvenience or interruption to the users of the surrounding properties, tourist attractions, or the general public. The Project Manager will manage these obligations and will be responsible for:

- Agreement to logistics and interface with any shared access provisions.
- Regular inspection of gantries, hoardings and footpaths.
- Managing communications with each of the neighbours.
- Preparing and issuing of regular newsletter updates in agreement with the client.
- Ensuring compliance with the Considerate Constructors Scheme.
- Liaison with other employer appointed Parties.
- Dealing with complaints making sure each one is promptly dealt with and closed out.

6.3 Noise & Vibration

Noise control measures will be implemented in line with agreed criteria for noise and vibration limits on the site with Glasgow City Council. To reduce the likely impact to local businesses and amenities, specified working hours and an acceptable range of measures will be considered during the detailed design stage of the development. The following mitigation measures will be employed to reduce the impact from noise generated during the construction:

- Plant will be effectively sound attenuated by means of silencers, mufflers, acoustic linings, shields, acoustic sheds or screens.
- Plant will be regularly serviced and maintained.
- Operation of plant will be carried out in such a way that noise is minimized e.g. plant will be throttled down, or switched off when not in use.
- The use of best practicable means during construction works.
- Switching off plant, equipment and vehicles when they are not in use
- Noise limits will be recorded twice daily during noisy activities through a hand held recording device. Noise levels will be recorded and checked against agreed Brent Council limits.
- Pre-commencement letter will be issued to surrounding businesses and residents informing them of pending works.
- Monthly newsletters will be issued to residents and ongoing liaison to ensure they are kept informed throughout the works
- Site contact details will be prominently displayed; this will include a 24-hour emergency contact number

These mitigation measures will be designed to ensure the daytime noise levels are compliant with the required standards which will in turn reduce the nuisance caused to local residents and amenities.

Noise levels will be monitored during activities to ensure compliance with target levels and standards. McAleer & Rushes policies and procedures for controlling noise & vibration will be communicated to all site staff prior to works commencing. The noise and vibration procedures follow guidance contained within 'BS5228- Noise control on Construction and Open Sites'



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6.4 Waste

Separate Skips will be provided for Timber/Metals/General Mixed Waste. General mixed waste will be removed from site and delivered to a sorting station off site where the waste will be segregated and sorted. This method will comply with the project environmental policy. The Logistics Manager will coordinate skip change overs and refuse collections.

A specific Waste Management Plan will be produced for the project. The plan follows the strategy to Prevent, Reduce, Re-use and Recycle. It is intended to use off-site manufacturing as much as possible, this method saves programme time and considerable amount of waste in comparison to traditional build. The amount of deliveries is also vastly reduced using this method of construction. The Project Manager will remain responsible for ensuring the Waste Management Plan is followed and adhered to.

The Logistics Manager will be responsible for:

- Daily implementation of the Waste Management Plan.
- Ensure that dedicated areas are available for storage and recycling of waste.
- Waste material is appropriately segregated and recycled.
- Segregated waste bins are emptied regularly and that no waste is accumulated at work faces that may cause a fire hazard or impair access.
- Storage facilities are adequate and meet environmental and fire legislation.

Skips will be suitable for lifting by crane. Best practice protocols will be followed, and all skips will be covered before lifting. It is proposed that a sufficient number of 240/660 litre wheeled bins be delivered to site and distributed to each work area by the logistics waste collector's operatives. Bins will be transported to upper levels using the hoist. Contractors will be required to deposit all of their own rubbish into these bins. As contractors fill the bins, collector operatives will be deployed to exchange full bins for empties, transporting full bins down to the ground floor where they will be stored in a designated holding area, awaiting collection by a visiting compactor vehicle. Waste operatives from the logistics team will undertake bin distribution and removal as described above. However, when contractors are filling wheeled bins, waste operatives will clear and clean the access, egress and escape routes and collect non- construction waste from common areas. Housekeeping within each work area will be the responsibility of the sub-contractor for that work area.

6.5 Fire Plan

Our Fire Coordinator shall prepare a coordinated master fire plan for the construction site. Please x-ref document MAR-075 Fire and Emergency Plan

Fire points, for the purpose of emergency firefighting, will be provided by the logistics team to common areas only. These shall be strategically located in accordance with the Fire Plan as the project progresses. Site welfare accommodation will be fire rated and will have all the fire extinguishers, fire



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blankets, signage etc. for full compliance. The provision of fire points for any hot works attendance shall be the responsibility of the contractor undertaking such works. The fire plan will be discussed with the local fire department and they will be asked to visit to review access points etc.

Appropriately trained operatives will be appointed to undertake fire marshalling duties within common areas. The responsibilities of the fire marshals will be fully described in the fire plan, but as a minimum the duties will include:

- Regular patrols to ensure all fire exits and escape routes are kept clear at all times and that all fire points are in a serviceable condition.
- The co-ordination of evacuation procedures, including the planning and implementation of evacuation drills.
- Carry out regular fire audits and maintain inspection reports.
- Co-ordinate hot works permits, including ensuring compliance and sign off.
- Discipline any person whatsoever whose actions threaten the fire integrity of the building and the works.

Each sub-contractor shall have similar responsibilities within their own work area. The Fire Coordinator will carry out regular fire risk assessments as the work progresses. Appropriate signage will be positioned strategically throughout common areas of the site by the logistics team to effectively communicate the plan and the emergency escape routes to all staff & operatives.

6.6 First Aid

First aiders will be appointed and charts displayed identifying who first aiders are. Each contractor shall also provide trained first aiders for their own workforce. As noted above, the welfare accommodation incorporates a first aid room and first aid facilities and equipment. These facilities will be available for use by all Contractors but access shall be controlled by the site Logistics Manager.

6.7 Temporary Services

The provision of temporary power and water will be provided at agreed locations around the site, power in the first instance will be from generators, items that can run on solar e.g. signs will be procured. Temporary power will be sourced from the nearest substation to the site. We anticipate that the welfare facilities, site temporaries, cranes and hoists will be fed from this supply. Temporary lighting and power plans will be provided in line with construction requirements as the work progresses.

The temporary works coordinator will design the temporary lighting and power to ensure there is adequate supply for all aspects of the works and that there is sufficient lighting throughout.

CONCLUSION



TRAFFIC MANAGEMENT PLAN

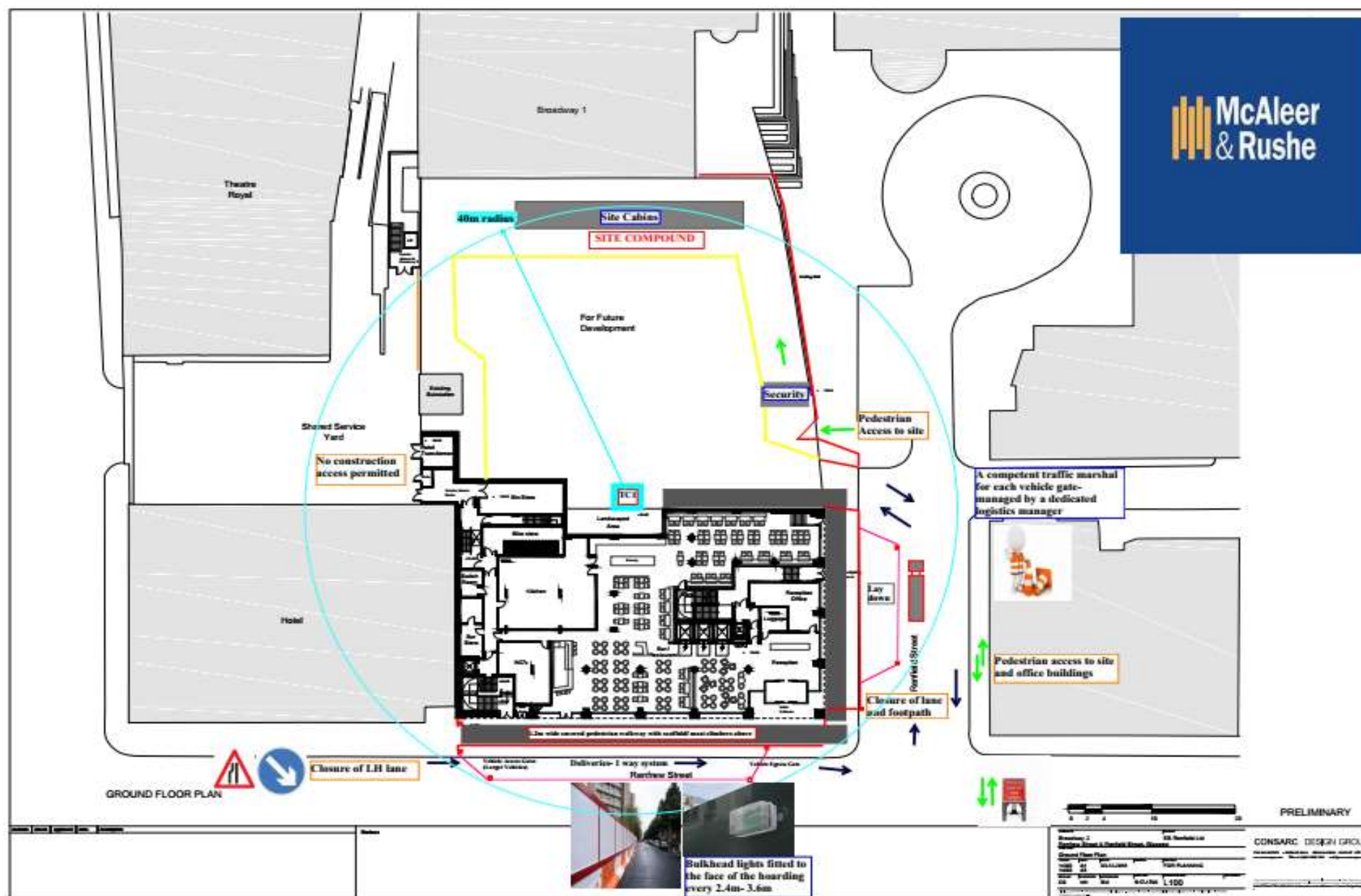
Maldron Hotel, Renfrew Street, Glasgow

This Construction Management and Logistics Plan outlines how the construction works at Renfrew Street will be managed to avoid disruption to the surrounding road network and project stakeholders.

We do not anticipate any risk of significant traffic impact as a result of the construction process. This risk will be further reduced by use of pre-fabrication off-site, consolidation and fully loaded vehicles being used to substantially reduce the number of trips to the site. Peak hour trips will also be avoided where possible. It is the intention that by implementing the measures outlined within this plan, disruption to the surrounding environment and residents will be at an absolute minimum.

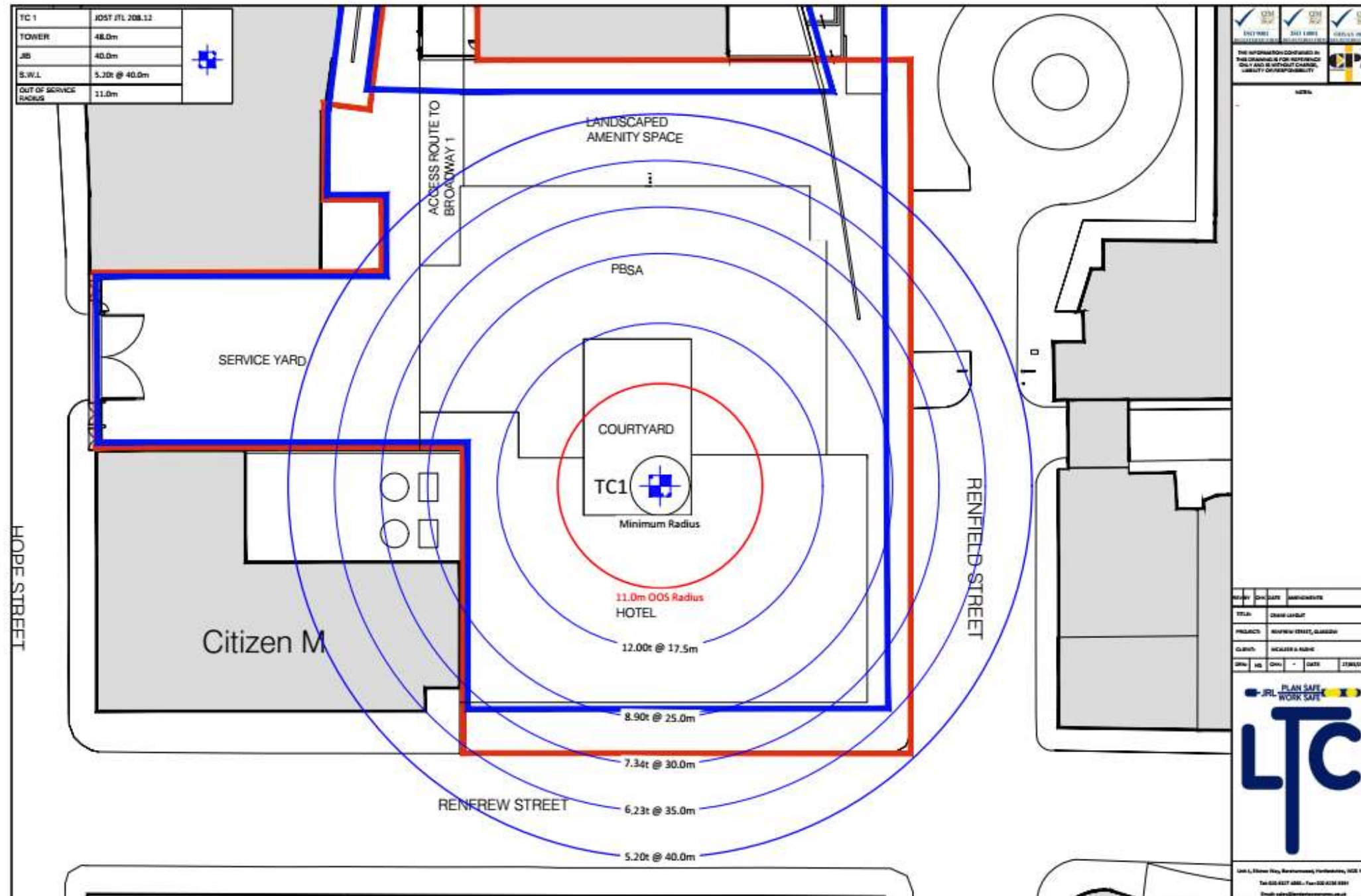
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7 Appendix A: Traffic Route Diagram



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Appendix B: Site Cranage Layout






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Appendix C - Delivery Driver Induction



DELIVERY DRIVER INDUCTION

Site Name: _____

VEHICLE/DRIVER RULES
TO BE COMPLIED WITH AT ALL TIMES

- Site speed limit of 5mph, unless posted;
- No reversing on site without the specific instruction of a traffic marshal;
- Mandatory PPE – Hard Hat, Hi-Viz, Safety Boots, Eye Protection and Gloves must be worn outside of cab at all times;
- Only park where instructed. Do not stop on roads around site;
- Do not use mobile phones when driving unless with Hands-free kit;
- Obey all road traffic signage;
- Wear seatbelts at all times;
- No concrete washout on site (unless containment agreed prior to arrival);
- No animals, children or unauthorised passengers permitted onto site;
- Anyone found under the influence of drugs & alcohol will be expelled from site;
- No smoking, eating or drinking on site or in vehicle cabs;
- Keys must not be left in unattended vehicles;
- Orange beacons must be used when on site;
- Fall prevention equipment required if climbing on to vehicle

NB: compliance with the above is monitored by the site traffic management team

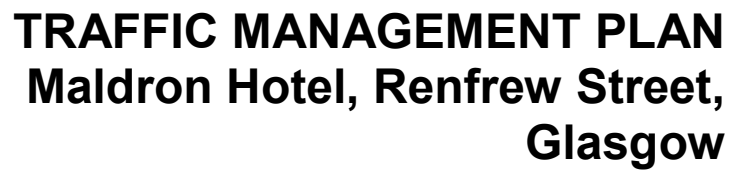
Date	Vehicle Registration	Drivers Name	Company	Signature

REMEMBER

VEHICLES ON SITE KILL MANY CONSTRUCTION WORKERS EVERY YEAR
BE AWARE OF PEDESTRIANS ON SITE AND PLEASE BE CONSIDERATE

THANK YOU FOR DRIVING CAREFULLY

A safety campaign to make this site incident and injury free

[illegible]