highways england

The Delivery Hub health, safety and environment Raising the bar 20

Transport and logistics management

Version 2. October 2016 Originally published in November 2013

Contents

Acronyms used in this document

CPC – Certificate of professional competence
CLOCS - Construction logistics and cyclist safety
DABS/NABS – Daily or nightly, pre-shift, activity briefings
FORS – Fleet operator's recognition scheme
MPA – Mineral products association
RtB – 'Raising the bar'
VRU – Vulnerable road users

Objective

This raising the bar document is intended to address our depot, and on and off-site risks relating to the management of transport and logistics associated with our construction work and maintenance contract activity.

Implementation of the guidance provided is intended to improve the safety of personnel on site and, where there is a public interface, the safety of the public, including in particular that of vulnerable road users (VRU).

Background

Every year, there are over 5000 work-related accidents involving transport across all industries in the UK, with round 50 of these resulting in people being killed*.

In 2014** 119 cyclists were killed and over 3400 seriously injured on UK roads, a significant number of the incidents as a result of coming into contact with vehicles related to the construction industry.

The main causes of injury are people being run over by vehicles, being struck or crushed by them; people alighting from or falling off mobile plant and vehicles, or being struck by something falling off vehicles and mobile plant, or from plant and vehicles overturning.

Construction vehicle accidents are preventable. Prevention requires effective planning, organisation, control, monitoring and a review of vehicle operations, as well as public education programmes.

This document provides guidance to depots, sites and Highways England's supply chain on managing and controlling transport logistics around our sites; directly and indirectly interfacing with employees, contractors and the public.

Minimum requirements

To ensure the hazards associated with transport and logistics are sufficiently managed and the risks are reduced to as low as is reasonably practicable, the following should be considered the minimum requirements for all our construction works and maintenance contracts

Step 1. Appoint a transport and logistics co-ordinator

A transport and logistics co-ordinator would typically be appointed for a specific project. It may also be appropriate to appoint a co-ordinator to oversee a contract or depot. e.g. via the service provider.

Responsibilities to include:

- Be responsible for undertaking the transport and logistics risk assessment and drafting the transport and logistics management plan(s).
- Facilitate, or delegate as is appropriate to a competent other, the communication of the transport logistics management plan to key stakeholders including sub-contractors, vendors, suppliers, visitors and all parties that deliver and collect materials, equipment etc.
- Appoint plant and vehicle marshals and ensure arrangements are in place for the provision of their training. (see RtB no.17, 'plant and vehicle marshals')
- Establish a process to check driver's licences including, where applicable, CPC cards when they arrive on sites.
- Establish ongoing monitoring of the implementation of the transport and logistics management plan and measurement of driver's/supplier's compliance with it.
- Regularly review the plan conducting, as a minimum, a monthly formal recorded review to identify, manage and communicate changes and improvements on site and at least annually for Highways England depots.
- Ensure changes to logistics arrangements are incorporated into the transport logistics management plan and are effectively communicated to relevant parties.

Step 2. Carry out a transport and logistics risk assessment (RA)

Transport and logistic risk assessment should consider the following 3 themes; **S**afe site/ depot (site design / layout, as well as on and off site activities); **S**afe vehicles and **S**afe drivers. Further detailed information can be found in the HSE's guidance document (HSG 136) 'A guide to workplace transport safety' and Highways England safe site, vehicle and driver risk assessments as they relate Traffic Officer workplace transport safety.

Items to be considered include:

- Supplier route to site, including any route restrictions. e.g. height restrictions, overhead services and low or weak bridges.
- Access and egress to and around site, including overhead utilities.
- Prerequisite competence of drivers, site personnel, supervisors and the transport and logistics co-ordinator.
- Principal contractor arrangements to supplement knowledge.
- Pinch points on site, site speed limits, reversing (or no reversing) areas, air locks, staging areas (off site?), overhead obstructions etc.
- Liaison with local councils etc if there is an interface.
- Weather conditions which may impact on transport/logistics.

Reduce risk

If the transport and logistics risk assessment identifies significant risks with the VRU interface or other risk groups, take appropriate measures to reduce this to as low as is reasonably practicable.

Measures may be in line with:

- Industry schemes for example FORS, CLOCS and the Mineral Products Association (MPA) etc. The FORS bronze standard, or equivalent, is our minimum standard.
- The contractor and supply-chain's own company policies.
- The HSE's guidance, for example HSG 136 'A Guide to Workplace Transport Safety' and HSE 144 'The Safe Use of Vehicles on Construction Sites'.

Step 3. Develop a transport and logistics management plan

Transport and logistics management planning should consider the following 3 themes; Safe Site/ Depot (site design / layout as well as on and off site activities); Safe Vehicles and Safe Drivers. Further information can be found in the HSE's guidance document (HSG 136) 'A guide to workplace transport safety'. See Appendices 1 & 2 for examples of on & off-site 'Transport and Logistics Management Plans'.

Short duration low risk tasks, typically those undertaken by a Highways England operations service providers, may find a generic project/works transport and logistics management plan is appropriate?

The first draft of the transport and logistics management plan must be referenced in a projects initial construction phase plan (CPP).

Items to be considered in the plan:

- Liaise with local authorities to gain specific information, including Where the route to access a project site is being considered, gaining knowledge as to:
  - Sensitive areas in the vicinity
  - Frequency of use by VRUs
  - Any incidents which have occurred historically
  - Any particular hazard zones upon approaches
  - Any other information which may be relevant.

- Vehicle and time restrictions, including restrictions on deliveries and collections to avoid times of high volume VRUs.
- Pedestrian exclusion zones.
- Best approach route to site to avoid areas of high volume of VRUs and any route restrictions such as avoidance of schools, hospitals, community centre's such as authorised traffic routes to and from site
- Site plan/sketch showing parking locations/holding points, reception, route(s) through the site, any designated unloading/loading and reversing or turning areas. Including how such information will be presented and held by individual drivers during their visit to site.

Vehicle holding points, typical examples

Example of a vehicle site entrance/exit point

- Minimum PPE requirements.
- Develop site/contract rules for drivers and conspicuity (Chapter 8) requirements.
- The requirement for all staff to have a site/depot induction and the need for a Delivery Driver specific induction. See RtB 23 ‘Site Induction’ for more information.
- Driver competency standards.
- Suitable monitoring of the health and wellbeing of vehicle operators.
- Loading/unloading areas as detailed in RtB 25 ‘Loading/Unloading Vehicles’.
- Influences on the design of sites/depots, to achieve a safe site or depot can be found in RtB 8 ‘Manual handling’ and RtB 21 ‘Lean H&S’.

Step 4. Share your Transport and Logistics Plan with key parties.

Specifically:

- Ensure supply chain partners have received relevant information and are aware of risks associated with deliveries etc. prior to induction and arrival on site.

- Provide a local contact for the supply chain, e.g. the 'Transport and Logistics Co-ordinator' or 'Plant or Vehicle Marshal', to liaise with if there are any concerns.

- Ensure all those attending site are competent and receive a relevant site induction, task/location briefings and daily/nightly activity (DABS/NABS) as is applicable.

- Request that this information is passed on to individual(s) attending site and held in each vehicle cab.

Desirable requirements

Vehicles associated with deliveries to projects need to be designed and equipped ('Safe Vehicle') to ensure that the chance, and consequence, of a collision is reduced to a minimum – though improved direct sightlines, mirrors, warning signs and collision avoidance technologies.

The following is desirable in achieving this.
Encourage registration with the fleet operator's recognition scheme (FORS) standards, with the Silver standard, or equivalent, with October 2017 being our aspirational target.

FORS is a voluntary certification scheme aimed at ensuring that fleet operators work lawfully and to best practice as stated in the FORS standard.

The standards cover:

Management

Vehicles

Drivers

Operations

To become FORS silver accredited you must prove that you meet the criteria set out in the FORS standards. This will be checked during a formal assessment carried out on your company premises by an independent FORS assessor.

The safety requirements in FORS are aligned with CLOCS ('Construction Logistics and Cyclist Safety' – a standard 'looking out for vulnerable users') and operators accredited or reapproved to the FORS Silver level are fully compliant with the CLOCS Standard.

Comply with relevant initiatives to your industry

Industry bodies have introduced VRU safety policies; companies should strive to comply with these. An example of this is:

MPA vulnerable road user policy
http://www.mineralproducts.org/feature_cycle_safe.htm

Stipulate that all vehicles >3.5 T must exceed legal requirements

In line with STOP AND THINK Are Your Vehicles Safe?

This document outlines the various accessories, notices and requirements needed to meet the raising the bar standard.

Areas covered include:

- Mirrors and visual aids
- Stickers and signs
- Outside the vehicle and ABS
- Lighting and inside the cab

Encourage employees to choose CPC module on safeguarding VRUs/ safe urban driving.

The aim of this is to ensure that all drivers are aware of, and develop a responsible attitude towards, vulnerable road users. This is a one-day seven hour CPC course comprising of lectures, group discussions, exercises, DVD and case studies.

Legislation/guidance

■ The health and safety (safety signs and signals) regulations 1996.
http://www.hse.gov.uk/pubns/books/l64.htm

■ HSG 136 - Workplace transport safety – an employer's guide.
http://www.hse.gov.uk/pubns/books/hsg136.htm

■ HSG 144 - The safe use of vehicles on a construction site. A guide for clients, designers, contractors, managers and workers involved with construction transport.
http://www.hse.gov.uk/pubns/books/hsg144.htm

Additional information

Mineral Productions Association
http://www.mineralproducts.org/

FORS
http://www.fors-online.org.uk/

CLOCS
http://www.clocs.org.uk/
RtB no 8 'Manual handling' – for information on the design of works/depots.

RtB no 21 'Lean H&S' – for information on 5S (sort, set, sweep, standardise & sustain) workplace organisation/design.

Traffic officer risk assessments (via Highways England Portal only).

Contract		Reference	
			
Compiled by:		Date:	

Record of Plan review		
Reviewed by	Signed	Date

Contents

<< NOTE: When planning the site the following requirements must be complied with:

Traffic routes

A construction site must be organised in such a way that, pedestrians and vehicles can move without risks to health or safety.

Traffic routes must be suitable for the persons or vehicles using them, sufficient in number, in suitable positions and of sufficient size. A traffic route does not satisfy unless suitable and sufficient steps are taken to ensure that:

- Pedestrians or vehicles may use it without causing danger to the health or safety of persons near it;
- 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;
- There is sufficient separation between vehicles and pedestrians to ensure safety or, where this is not reasonably practicable:
  - Other means for the protection of pedestrians are provided, and
  - Effective arrangements are used for warning any person liable to be crushed or trapped by any vehicle of its approach;
- Any loading bay has at least one exit for the exclusive use of pedestrians; and
- Where it is unsafe for pedestrians to use a gate intended primarily for vehicles, at least one door for pedestrians is provided in the immediate vicinity of the gate, is clearly marked and is kept free from obstruction.

Each traffic route must be:

- Indicated by suitable signs where necessary for reasons of health or safety;
- Regularly checked; and
- Properly maintained.

No vehicle is to be driven on a traffic route unless that traffic route is free from obstruction and permits sufficient clearance.

Working space

Construction sites must, so far as is reasonably practicable, have sufficient working space and be arranged so that it is suitable for any person who is working or who is likely to work there, taking account of any necessary work equipment likely to be used there.

Delete this text once the requirements have been addressed in the plan>>

Introduction

This document represents the Logistic management strategy for << Contract Name >>. In particular it addresses site specific risks and those associated with the movement of traffic and pedestrians as well as identifying the necessary control measures to be employed and the rationale for their use.

This is a working document and will be reviewed quarterly as a minimum or when there is a significant change in the location operations and updated to reflect any changes in the work methodology.

The following information is based on the Logistic Traffic Management risk assessment contained in Appendix A and the Site Layout Plan contained in Appendix B.

Access and Egress

Vehicular access to the compound is via the gate on ……..Road which leads to the parking area and works area gate. Only plane and deliveries are permitted in the working area. Pedestrian access is from ……….. to the welfare cabins. Access to the working area is via turnstiles located at the ….. … ….end of the compound.

Pedestrian accesses are provided to the welfare and from the welfare to the work locations on segregated and signed footpaths. Road crossings are identified with a red hoop over the footpath. Pedestrians must keep to the designated footpaths and crossings until within the footprint of the work area. The paths are colour coded as follows:

- Red route to ….
- Blue route to

<< You must put arrangements in place to ensure, so far as is reasonably practicable, that no unauthorised person uses access to or egress from or gains access to the construction site itself. Describe those arrangements here. >>

Responsibilities

The Logistics Manager is:

Supported by:

Site security is provided by << company >> during working hours and will control the working area access/egress points. Contact number for site access queries is: ….. …. … …….

Turnstile permissions will only be issued after completion of the location induction, any queries or requests to be addressed to:

……………… …………

All persons entering the location are responsible for their own safety and compliance with this plan.

Parking

There is no parking permitted in the work area. There is limited parking in the compound; preference will be given to vehicles with two or more occupants. All vehicles must be parked in a marked parking space so that there is no need to reverse when leaving the parking space.

Parking is not permitted on any he streets forming the boundary to the site.

Deliveries

All deliveries must be coordinated with Carillion at the daily 4c / coordination meeting. All deliveries must follow the approved route to the work location as shown in Appendix C

Deliveries will be registered at the access gate providing details of journey start point, a copy of the delivery ticket will be taken by the gateman.

Multiple or early deliveries must wait off site. There is a suitable parking area located …. …. …. … ..

All deliveries must be met at the gate and escorted to the work location. No delivery vehicles may reverse without a competent banksman or vehicle marshal.

Delivery vehicle drivers must be given the delivery driver induction prior to entering site each time.

This should be accompanied by a "Drivers Card" detailing the rules that apply to them and their vehicle, which they must be asked to display on their dashboard.

Plant operators must receive the plant operator induction module.

Major Deliveries

The following are the main anticipated deliveries:

- Precast – approx … deliveries over…. .. . ..weeks
- Steelwork approx … deliveries over.. …. . ..weeks
- Ready mix Concrete approx … deliveries over.. … . ..weeks
- Masonry approx … deliveries over.. … . ..weeks

Personal Protective Equipment

The following is the minimum requirement in the work area

- Safety helmets
- Safety Footwear
- Gloves,
- Eye Protection
- Hi- Visibility clothing.

Consultation

The main requirements of the Logistic Management Plan will be sent to all contractors and communicated to all individuals during the Site Safety Induction. In addition the site Health and Safety information board located at the entrance will identify and communicate current site hazards.

Any party may request alteration to the plan through the coordinator named in responsibilities above, however, requests can only be implemented if they do not adversely impact others.

Security Checkpoints

There are two security checkpoints on the project. One is located at the main entrance…. …. …. … and the other is … …. …………… ……… . (Refer to appendix B).

Security will:

- Book in/out all deliveries,
- Issue the driver with the site Health and Safety Information Permit,*
- Contact by radio the Carillion site team, who will contact the relevant contractor,
- Ensure the delivery vehicle remains stationary, until contractor arrives at the security location to escort it to the off loading point.

All vehicles are to be escorted while on site by the specialist contractor (trained banksman / vehicle marshal)

- Warning beacon to be switched on when entering site

Email: SmartMotorways@highwaysengland.co.uk

- Upon dismounting from vehicle, full PPE is to be worn

Waste- Packaging

Carillion provides waste skips for the disposal of material packaging. Carillon's Sustainability Policy requires that all contractors comply with the site Waste Management Plan, in that segregation of waste is managed. Skips will be identified and appropriate signage displayed. Location of skips is sown in Appendix B. Contractors are to dispose of waste into the designated skips; timber (de-nailed), metal, cardboard, plastic etc.

The waste Coordinator will regularly inspect signage & waste to ensure that the waste is being placed in the correct skip. The skips will be changed over during the day to minimise traffic congestion

Environmental

Deliveries will only be accepted between the hours of 07:30 – 1700 daily, Monday to Friday, to minimise noise implications with local neighbours. Deliveries out with these times are to be notified to Carillion. The site access road will also be maintained and cleaned with the use of a Road Brush, to minimise dust and debris.

Vehicles must not be parked with engine running; lights are only to be used to facilitate manoeuvring.

Reporting

An open door policy and 'Don't Walk By' initiative are in place to report any defects, safety concerns, H&S breaches, and improvement suggestions. All communications will be recorded by Carillion and will be acted upon accordingly.

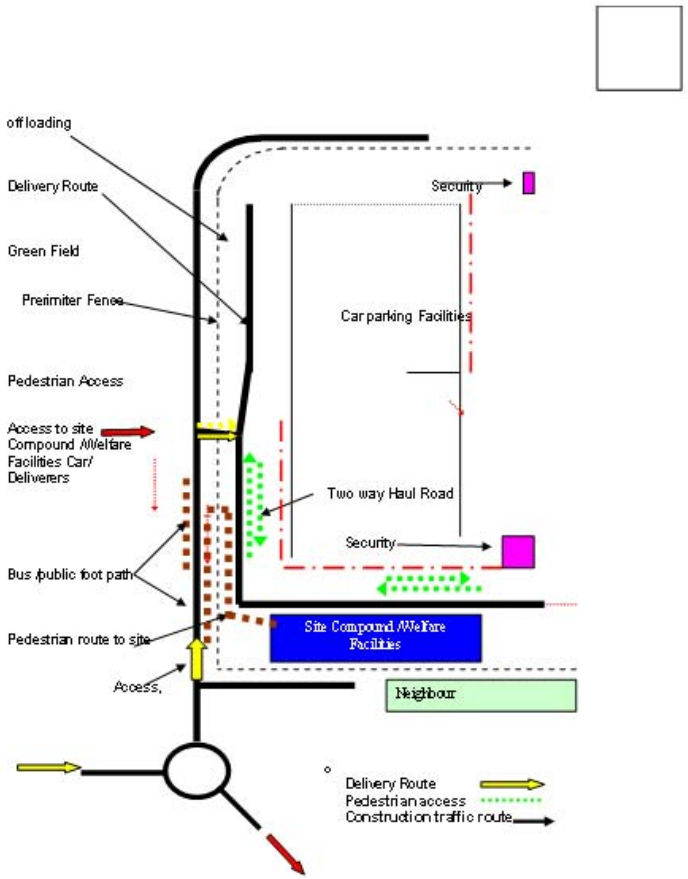
Planned and unplanned worker engagements will be carried out. This is a Carillion initiative where staff engage through communication to identify good/bad practices, which are recorded and logged. We will invite contractors to a planned worker engagement meeting to discuss any safety issues on the site.

End

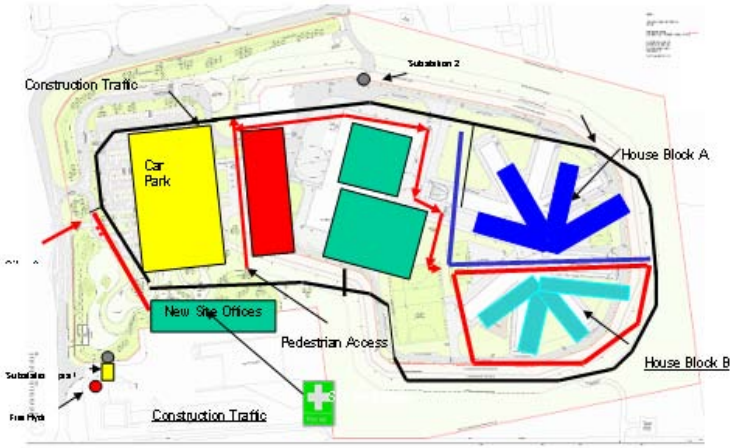
Appendix A - Risk Assessment

No:	Item	Y	N	Comments
1	Access			
	Are Vehicle traffic routes suitable for type and volume of traffic, wide enough, turning			Two accesses. Only one access provides access into prison. Procedures need to reflect current situation. Two way system in operation, with security traffic marshals in place to control movement. Banks man in attendance for vehicle reversing
	Are routes sufficiently separated from pedestrians			Physical barriers and signage to be displayed. Access to site along public foot path, then via site compound and turnstile at site security
	Are all necessary safety features in place			Security checkpoint, with radio communication. Directional and warning signage displayed. Physical barriers for segregation. All deliveries to be escorted by banksmen. Speed limit in operation
2	Vehicles			
	Are vehicles suitable for use			Vehicles to be used for construction works will be suitable for use with regards to task and site conditions and checked as part of Method Statement review.
3	Drivers			
	Is there a procedure for ensuring driver competency and supervision			All vehicle operators (on site only) are to provide a certificate of competency. Other vehicle drivers e.g. deliveries will be supervised by the appropriate sub-contractor. Driver site safety information will be provided. ALL site plant drivers to submit a copy of their Drivers Licence to Carillion.
4	Pedestrians			
	Are appropriate measures in place to deal with all range of pedestrian types			Site personnel, visitors, members of the public and local residents have been taken into consideration in the development of the Traffic Management Plan. Control will be mainly by physical barriers, signage and supervision.
5	Loading/Unloading			
	Off loading of Materials to comply with the working at heights regulations			The relevant party will be responsible for the loading and unloading of their materials. Procedures should be incorporated within method statement, including driver safety when working at height.
6	Waste			
	Is there sufficient procedures in place for waste removal			Designated skips will be provided in pre-determined areas. The skips will be changed during the day.
7	Environmental			
	Are there procedures in place to minimise environmental impact			Site will operate normal working hours 7.30 am to 5.30pm. A road brush will maintain a clean access road
8	Consultation			Traffic Management Plan requirements will be briefed during the induction and a copy will sent to all sub-contractors. Driver site safety information instructions will be communicated by contractor prior to arrival on site. A hand out will be issued to all site delivery drivers. These are to be signed and returned to the security office.

Appendix B – Site Plan



Site Logistics / Traffic Management Plan CORE/HSSQ/PRO/053-F004



Appendix C – Route for Deliveriesto Site

Define limitations etc

Appendix D – Delivery Drivers Rules (Inc Plant Fitters)

All deliveries entering site must read and sign this document before entry will be granted. It is important that you are aware of the rules for Health and Safety which are in operation here. Failure to comply will result in your removal from site

Drivers must wait for attendance from the receiving company. This company will take responsibility for you and your vehicle whilst on site.

Delivery Vans (White Vans) must park in the designated area.

Follow the designated traffic route for access and be aware of pedestrians and pedestrian routes. Always give way to pedestrians.

The speed limit is 5mph max! - do not exceed this limit

A warning beacon or hazard warning lights must be on at all times whilst on site.

Do not reverse your vehicle without the supervision of a banksman/vehicle marshal.

Do not leave your vehicle unattended except in emergency.

Mandatory PPE for this site when not in your vehicle is hard hat, high-vis jacket, safety footwear, gloves and safety glasses

You must report any Accident/Incident/Near Miss to Carillion immediately.

If you require First Aid you must report to the site office immediately.

First aiders on site are (Detail how First Aiders are known/where to seek treatment)

If you hear the Emergency Alarm, you should evacuate the site to the muster point (advise where the muster point is located). Do Not attempt to take your vehicle with you – leave it in a safe location.

Unloading requires

A site specific Point Of Work Risk Assessment to be provided before any unloading will be allowed (Explain here how this is carried out)

HIAB operators to produce 12 & 6 monthly test certificates, for both chains and HIAB; together with Valid evidence of their own Competency before using the equipment

No Working on wagon/pickup decks unless a fall arrest/prevention method is in place.

King Posts in place if long materials such as pipework, steels etc are being unloaded.

Plant Fitters are required to:

- produce a risk assessment for the activity that they are doing
- Complete the work in the designated plant maintenance area

When leaving site please ensure you are considerate and courteous to our neighbours

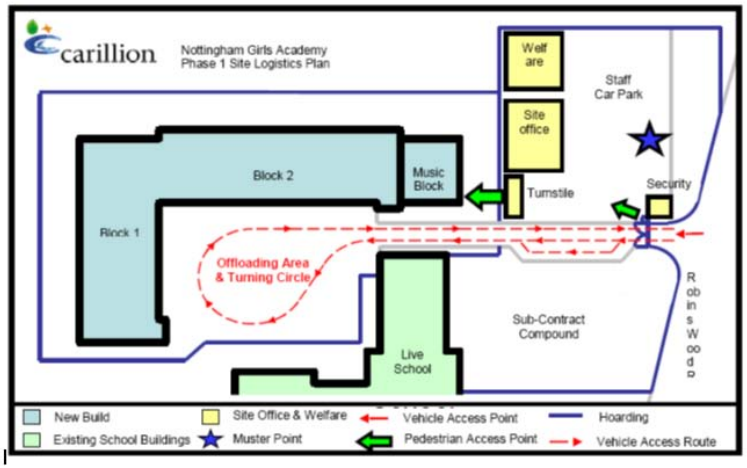
You and your vehicle may be searched on leaving site.

If you have seen any issues that concern you or wish to discuss anything with site staff - DON'T WALK BY, talk with any member of the site team.

Retain this driver card whilst on site & return to the gateman on exit.

PROVIDE SITE LAYOUT ON REVERSE ALONG WITH IMPORTANT CONTACT NUMBERS

Site Logistics / Traffic Management Plan CORE/HSSQ/PRO/053-F004



SITE OFFICE 0123 456 78910
SECURITY GATE 0123 456 10987

Driver Name:	
Signature:	
Vehicle registration:	

Off Site Construction/Contract Logistics Plan CCS/HSSQ/PRO/053-F010

Note: This template requires contract specific information to be inserted under the headings.
This needs to be done at planning stages and then updated as commencement approaches
Guidance notes are provided in italic text between arrows; << *local detail*>>. Delete the italic text and this note when complete. Remember to update the contents table after completion of all changes (press F9 when within the table).
The CLP must be communicated to all parties involved with delivery to/from the contract
The CLP must be reviewed for appropriateness at agreed intervals, and compliance with its

Insert Customer logo here

<<Business Name>>
Working with <<Customer Name>>
<<Contract Name>>
<< Date >>

Click here (intranet only) for alternative images or consider suitable Customer related photographs. Delete this box when done.

Contents

Off Site Construction/Contract Logistics Plan CCS/HSSQ/PRO/053-F010

Section 1: Introduction

Section 1.1: How this Off Site Construction/Contract Logistics Plan is to be used

Using a well written Construction/Contract Logistics Plan (CLP) is a Carillion requirement. It is to be created and used on all projects and contracts.

There are two templates available and both will be required by most contracts/projects.

- The Off Site Construction/Contract Logistics Plan (this document)
- The On Site Construction/Contract Logistics Plan

By creating and documenting our Off Site Logistics Plans, then communicating them to the people who need the information contained within, we ensure due consideration is given to reducing the risks and negative impacts of our work for local communities, residents, businesses, ourselves and those working for us.

The CLP will improve safety by ensuring that the nature of vehicles, timing, routes of their operation and competence of the parties involved mitigate the risks involved.

For example it is a fact that there is a disproportionate number of cyclist deaths relating to construction traffic. By selecting the routes our vehicles take and by scheduling their arrival, so that they are not circling city and town centres until we can accommodate them, we are removing risks from the road.

The CLP will also increase efficiency by ensuring deliveries are made to and from locations without delay and only as necessary. For example, consolidation of materials off site for local delivery can cut site storage and damage to materials and make sure they arrive at the workface in sequence.

It is important to understand that a CLP must not only manage deliveries to locations, but also traffic leaving them such as waste removal. The same problems exist such as safe routes, appropriate timing, scheduling etc.

This document is a template to be completed, modified, maintained and used to assist in delivering our aims. It is broken into four key areas:

- An overview of the project/contract;
- Gathering of information about the site, its location, programme, and any constraints or opportunities;
- The actual Plan
- How the Plan will be managed and monitored

It should be completed in two stages

- Outline – usually required at the tender or planning stage to give an overview of the expected logistics activity and broad management strategy.
- Detail –required before starting on site and necessitating updates to the outline CLP and further information in other sections to give a full picture to any interested party on how logistics are to be managed.

Within this template there are notes/guidance in <<italic>> text describing information and choices which contracts/projects need to provide. Contracts/projects should delete the template notes once they have added their own specific information in.

Following completion a nominated person must be assigned to maintain the document up to date and advise those who need it of changes.

Transport for London (TfL) recently commissioned the transport Research laboratory to look into logistics issues and the result was TfL's document "*Construction Logistics Plan Guidance For developers*". Whilst much of its content and ideas are reflected within this document the publication is essential reading for anyone planning or managing logistics.

Section 2: Information About The Project / Contract Site And Programme

This part of the document provides a simple overview of the project/contract, site and programme; it gathers information about local issues from which decisions about what the CLP needs to contain can be made.

Off Site Construction/Contract Logistics Plan CCS/HSSQ/PRO/053-F010

Section 2.1: The Project/Contract

The Project/Contract Site

<< Provide an overview of the project/contract >>

<< Address: >>

<< Provide a map as left. >>

Main Challenges

<< You are required here to list the principal challenges the project/contract will have to overcome with regards the logistical aspects and highlights of moving men, materials and equipment to and from the site.

The detail of these need to be included in future sections of the document, so provide only a summary, but examples may include issues such as parking constraints, location near to schools or residential areas, problems with the road network or its capacity, issues brought about by phasing and peak/trough periods and so on. >>

Section 2.2: Site Information

Location

<< Here you must describe the local landscape; busy town centre, quiet countryside, near a school or housing estate, close to motorway connections etc. >>

Size and Nature of the Development

<< Describe in logistical terms details such as; project/contract duration, tonnes of concrete or steel etc (detail of materials will be covered in a future section) this is simply anything to provide an idea of scale. >>

Neighbouring Works

<< You must say here if the project is partnered with other local projects (e.g. schools clusters etc). Are there other Carillion projects/contracts nearby? Are there any other non-Carillion projects/contracts we may be able to work in conjunction with? >>

Primary Delivery Information

<< You must describe here an overview of the primary deliveries which the contract is expecting to manage. Remember this should include both deliveries to and away from the contract/project. Consider where they are likely to come from, how they will get to the project and what sort of waste will be removed and how.

You are required to consider and detail any opportunity or value for prefabrication of materials to reduce the number of deliveries to site. Is there any opportunity or value in consolidation of deliveries to a local holding area from where materials could be transported through the local environment with less negative effect? Is it possible to establish holding areas for vehicles arriving before/after their delivery slots?

Contracts/projects must include in their considerations any areas identified in Section 1 which could be used as temporary stops or holding areas cost-free to Carillion; arrangements with local transport cafes, sizeable lay bys etc

There will be two types of delivery information.

Exceptional deliveries such as sizeable plant (e.g. accommodation units, silos, tower or large cranes etc) or primary products such as busy phases of daily concrete delivery etc. >>

<< Example Table >>

Phase One				
Major Delivery Dates (from-to)	**Nature of delivery (Materials, plant etc)**	**Vehicle Type? (Van, Low-Load etc)**	**Size of Delivery? (Weight/Volume etc)**	**Notes? (Abnormal load etc)**
June	Tower Crane (x2)	Low loader, 8 vehicles	8 full packed low loaders, 3 required at any one time	Will require road closure as 3 vehicles can not fit on site Delayed vehicles can be held at F.B's transport café for a maximum of 2 hours
July - August	Concrete	Mixer wagon	10 deliveries per day	Will schedule so no more than one on site at any time; batch plant is local so can be called at need.
Phase Two				
Major Delivery Dates (from-to)	**Nature of delivery (Materials, plant etc)**	**Vehicle Type? (Van, Low-Load etc)**	**Size of Delivery? (Weight/Volume etc)**	**Notes? (Abnormal load etc)**
example				
example				

<< Day to day deliveries for more typical plant, materials and people >>

<< Example Table >>

Phase One				
Major Delivery Dates (from- to)	**Nature of delivery (Materials, plant etc)**	**Vehicle Type? (Van, Low-Load etc)**	**Size of Delivery? (Weight/Volume etc)**	**Notes? (Abnormal load etc)**
Apl - Sept	Fit out material deliveries	Vans/Curtain siders	Varies – Transit type (approx 10 per day) to 10 ton curtain sider (1 per day)	Larger vehicles may be doing multiple drops – consider how we manage them leaving site/routes taken
Apl - Sept	Workforce	Minibuses	13 seater minibuses (4 per day)	Will these be parked on site? See if we can arrange space in the adjacent school

				car park
Phase Two				
Major Delivery Dates (from- to)	**Nature of delivery (Materials, plant etc)**	**Vehicle Type? (Van, Low-Load etc)**	**Size of Delivery? (Weight/Volume etc)**	**Notes? (Abnormal load etc)**
example				
example				

Details of any Nearby Parking Constraints

<< The workforce and others associated with the project are likely to drive to site; you must detail in this section what the local public parking provisions are. Eg List any roads restricted to resident only parking. Areas outside existing buildings which are restricted such as school drop off points, 'keep clear' access to side roads or local businesses etc. >>

Details of Public Transport Provision

<< What are the local public transport amenities for those wishing to use this option. Here you must list any facilities able to be used by people coming to site e.g. train or bus routes. Also detail any issues concerned with access from the public transport's final drop off to the site, walking routes etc (this may fit in future sections of the template). >>

Details of Designated Walking/Cycling Routes

<< Describe any routes local to the site which provide safe walking/cycling options for those using this form of travel. Are designated cycle routes available? Are roadways served with pavements? Are either of these likely to be affected by our operations? >>

Details of Local Traffic Environment

<< Provide a detailed local map extract marked with entrance / exit gates, public transport stops and stations, designated cycle routes and main pedestrian thoroughfares and road crossings. Are there major road junctions with convoluted traffic signal arrangements etc. Include any other information of note which provides a picture of local issues surrounding the site which may be a benefit/constraint.

You must also detail any restrictions imposed by local by-laws, planning constraints and so on. >>

Other Local Environment Considerations

<< List here any other issues which may limit or benefit e.g. where the use of night time deliveries would be a problem because of noise, local schools hence increased traffic at drop off/pick up times, bus lanes being opened outside peak hours thus aiding traffic flow etc?>>

<<Are there any height restrictions imposed by low bridges or overhead cabling etc? >>

<< Are there any structures or buried services etc that could be damaged by a delivery vehicle? These might be sensitive buildings / contents affected by vibration. Buried services may be damaged at site entrances in particular but other vulnerable areas should be considered. >>

<<Add in any details of the local road network's condition and service; for example are any local routes extremely poorly surfaced which may either (a) degrade further and become a hazard under the flow of construction traffic or (b) render them unsuitable for use by diverted cycle routes etc?>>

<<Are any of the routes in such a condition that potholes etc may cause cyclists using them to swerve or ride irrationally, or are routes poorly lit so that seeing vulnerable road users or pedestrians become a problem?

				car park
Phase Two				
Major Delivery Dates (from- to)	**Nature of delivery (Materials, plant etc)**	**Vehicle Type? (Van, Low-Load etc)**	**Size of Delivery? (Weight/Volume etc)**	**Notes? (Abnormal load etc)**
example				
example				

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<<Are any of the routes in such a condition that potholes etc may cause cyclists using them to swerve or ride irrationally, or are routes poorly lit so that seeing vulnerable road users or pedestrians become a problem?

Off Site Construction/Contract Logistics Plan CCS/HSSQ/PRO/053-F010

Effects of the Project/Contract on Local Traffic

<< Is the project/contract likely to close any local roads, pavements, cycle routes? Are there likely to be significant impacts on those who usually use these and the diversions they would take? Are we for example closing a roadway served by a cycle route? Are we closing bus routes or working near to bus stops which would affect their safe use?

Don't forget private bus services such as those sometimes organised by supermarkets, care homes, schools and long term parking. >>

Details of Local Transport Infrastructure

<<Contracts/projects must investigate the local infrastructure designed to support fleet type transport.

Are there any areas which could be used as holding areas e.g. local transport cafes or overnight stops; sizeable lay bys as temporary stops etc. >>

Section 2.3: The Construction Programme

Works Programme

<< Provide a précis of the main construction programme; enabling works, sub-structures, superstructure, envelope, finishes and fitting out, landscaping. >>

Overview of the different stages of construction

<< Provide short descriptions based on the précis above setting out the main logistic issues and their potential effects.

Make a note in this section of the key points at which programme events or changes to the environment require this plan to be reviewed. >>

Effects of Progress

<< How will the progression of the work affect and impact on the logistical arrangements? List here when the peaks and troughs of resource movements in and out of the site(s) are programmed to occur.

Make a note in this section of the key points at which programme events or changes to the environment require this plan to be reviewed. >>

Section 3: The Construction Logistics Plan

This section of the document lays out the actual controls to be implemented and provides information which will need to be shared with interested parties.

<<In this section it of the utmost importance decisions are based on the information gathered throughout Section 2.

Contracts/projects must make it clear to the reader which controls and instructions are mandated, essentially what they can and can not do. >>

Section 3.1: Main Arrangements

Working and Delivery Hours

The agreed, normal, site working hours are:

<< Ensure the working hours have been agreed with the relevant Local Authorities during the Planning consent discussions and do not conflict with the CMP. >>

Period	Site Open Hours
Monday to Friday	
Saturday	
Sunday	
Bank Holidays	

Times during which deliveries can be accepted are subsequently listed below.

<<Contracts/projects should provide a delivery time table such as the one in the example below.

In providing this table the information in Section 2 needs to be taken into account, along with other considerations.

Contracts/projects must consider that these are likely to vary from site opening times due to constraints identified earlier such as peak times of school traffic, planning constraints, aiming to schedule large deliveries during off peak times when bus lanes are open or traffic less etc.

The aim of considering delivery times should be that if in designating construction traffic routes (see "*Vehicle Route and access arrangements*")it may not be possible to/may be unnecessary to avoid or separate construction traffic and cycle/pedestrian routes and so on – it will be possible to manage the issue by e.g. delivering only after peak hour traffic has subsided and so on.

Consideration should be given to allowing night time deliveries as delivering at night can result in quicker journey times leading to a reduction in paid driver hours and greater productivity compared to operating the same delivery routes during the day.

Lower congestion levels at night also have a positive impact on the fuel efficiency of road freight vehicles with a corresponding decrease in costs and reduction in pollution.

Night deliveries also do not impact on many other road user constraints such as peak traffic hours, congestion around schools etc – and cycle traffic is likely to be far lower during the night.

However issues like delivery noise from vehicles and unloading may be unacceptable at night, and visibility possibly impaired, especially if local roads are unlit. >>

<< Example Table >>

Period	Nature of Delivery	Site Delivery Hours	Notes
Monday to Friday	Staff and Operative cars/vans	<<07.30 – 18.00>>	No movement on/off site between 08.00 and 09.00 or 15.00 and 16.00 due to local school
	Delivery Vans	<<09.00 – 17.00>>	No deliveries between 15.00 and 16.00 due to local school
	Low loaders	<<10.00 – 17.00>>	No deliveries between 15.00 and 16.00 due to local school.
	Curtain Siders	<<09.00 – 17.00>>	No deliveries between 15.00 and 16.00 due to local school
	Waste removals	<<10.00 – 15.00>>	Limited to middle of the day to avoid congestion with schools and give peak times over to materials deliveries
Saturday	Staff and Operative cars/vans	<<07.30 – 16.00>>	

Off Site Construction/Contract Logistics Plan CCS/HSSQ/PRO/053-F010

Period	Nature of Delivery	Site Delivery Hours	Notes
	Vans	<<08.00 – 16.00>>	
	Low loaders	<<20.00 – 22.00>>	Open at evening only once bus lanes reopen to traffic
	Curtain Siders	<<20.00 – 22.00>>	Open at evening only once bus lanes reopen to traffic
	Waste removals	<<No deliveries allowed>>	None - to minimise traffic over weekends
Sundays	<<No deliveries allowed>>	-	-
Bank Holidays	<<No deliveries allowed>>	-	-

Special Notes

<< Contracts/projects must describe here any additional agreed arrangements, for example, the receipt of extreme loads that have to come in or leave under Police escort during late evening / early morning. >>

Schedule of Deliveries and Number / Type of Vehicle

<< Contracts/projects must have a means of scheduling deliveries so that they cannot arrive unannounced.

The details of how this scheduling will operate must be explained in this section.

The actual schedule itself is not needed in this document, although for smaller/shorter duration works it may be.

For a large contract/project it may be of a significant size; it may be kept elsewhere and referenced here with a hyperlink etc.

The schedule will need to be calculated from the construction programme and the quantities of the resource (men, materials or machines) required. Discussion with the supply chain about delivery vehicles will then convert this data into an approximate number of vehicles per day/week/month. Obviously the information will only be confirmed closer to the actual period, so this is a 'live' schedule.

A maximum delivery window will need to be identified and plans in place as to how deliveries which miss their window will be managed or rescheduled. One possibility is on site or local holding areas. Such areas need to be managed so they do not become over full; that engines are switched off to reduce emissions and that contact is available to bring vehicles forward etc.

The use of the delivery scheduling arrangements will:

- Ensure that deliveries in varying vehicles are compliant with the restrictions in place for that type of vehicle
- Ensure that vehicles can be accommodated onto site/holding areas and not be blocking traffic or 'circling'.
- Ensure that vehicles travelling longer distances (and hence more susceptible to changes in arrival time) have longer delivery windows allocated

It is essential that scheduling ties in with associated site controls such as schedules for the availability of tower cranes and so on. Detail here any such on site activities which the delivery schedule must be tied into. >>

Vehicle Route and Access Arrangements

<<As part of the CLP you must here define the safer routes to and from the site>>

<<Include an annotated map extract to support this>>

These routes should take into account the information previously gathered so that where possible they avoiding risky areas such as schools, cyclist 'hotspots', narrow roads and difficult junctions; in all cases consideration should be given to minimising exposure to vulnerable road users.

For example:

- Routing site deliveries away from schools or other peak areas of congestion and cycle / pedestrian traffic
- Arrangements for en-route signage warning drivers and cyclists of high risk areas;
- Posting contact/project details for the project team for people witnessing unsafe driving etc

They should extend out to, as a minimum, a main 'A' road that takes the vehicles clear from built up populated areas (or within a set local radius, for example five miles).

A large or linear site may have several access gates; each needs to be considered and dealt with in the above.

Contracts/projects are required to consider different routes for different vehicles; HGVs and cars / vans.

Swept Path Analysis

<< Provide a statement here about how the actual swing clearances of the entrances and parking areas etc have been 'tested' for the anticipated types of vehicles. This may be achieved using an actual vehicle or using scale representations of the vehicles over detailed scale layout drawings. Check the reversing scenario too as some times a driver requires more space to reverse.

Contracts/projects should detail here the plans to avoid or manage reversing on site for all vehicles.

This will include signage, instructions at security gates, control under escorts and the internal logistics layout of the site. >>

Loading and Unloading Arrangements

<< Describe the arrangements for vehicles when they arrive at the site gate(s) / designated delivery / pick-up points. An annotated map extract / sketch may be the easiest way to convey the information.

It may be worth reiterating the details from 'scheduling deliveries' regarding delivery windows and plans in place as to how a delivery which missed its window will be managed or rescheduled. (E.g. local holding areas etc) >>.

Pedestrian and Cycle Access Arrangements

<< Describe the preferred / mandated routes into and out of the site(s) for pedestrians (for example arriving by public transport) and bicycles.

Include an annotated map extract.

A large or linear site may have several access gates; each needs to be considered and dealt with in the above.

In considering routes it is essential that the information gathered in Section 2, along with determination of the designated construction traffic routes needs to be considered.

Detail any recommended times for cycle and pedestrian traffic (e.g. before deliveries begin if times have been restricted etc.)>>

Parking Bay Suspensions

<< Which parking bays are to be suspended and for between which dates? Provide a map or drawing if it is needed to aid identification. >>

Local Authority Parking Agreements

<< Provide details here of the parking suspension licences granted together with the dates of validity. >>

Special Measures

<< List any special arrangements during, for example, local town festivals where traffic conditions and routes may change significantly. >>

Off Site Construction/Contract Logistics Plan CCS/HSSQ/PRO/053-F010

<< If routes identified have been those found which may heighten the risk to vulnerable road users e.g. poorly surfaced which cause cyclists to swerve into construction traffic or poorly lit which makes them even more difficult to see etc then consider what works may be necessary (either direct or in agreement with local authorities or third parties) to improve the situation and make a note of it here>>

Section 3.2: Special Arrangements

Storage of Materials

<< Contracts/projects must set out the local arrangements for material storage, including waste materials, ensuring there is suitable and sufficient space and protection for each type of material.

Remember if materials are damaged then additional traffic movements will be necessary to replace lost resources which may not have been considered in this Plan.

Identify any off-site consolidation facilities and how this will operate. Off site consolidation can assist considerably in managing schedule deliveries to site due to reduced travel distances and more control over routes. It can also reduce damage to materials and hence increased vehicle movement to remove waste/bring replacements. >>

Storage for Plant and Equipment

<< Contracts/projects must set out here the local arrangements for plant and equipment storage.

Note that if small plant and equipment can be safely stored on site the number of traffic movements to deliver it and take it away again may be significantly reduced. Check the situation with any hire charges that may accrue and balance that against the reduced traffic.

Alternatively arrangements can be made with local hire companies to offer incentives to people working on the site to encourage their sole use and have only, for example one morning delivery to the site for all hired plant; rather than multiple deliveries for each individual contracting company. >>

Waste

<<Detail here any special measures being taken to minimise waste removal? These are often tied into sustainability initiatives but may include re-use of materials on site, deign considerations to reduce plasterboard off-cuts etc.

The purpose of listing them here is so that monitoring of this plan can ensure the arrangements are maintained. >>

Cycle-Safe Equipment and Training

<<Schedule here any mandatory equipment or training which will be required by delivery vehicles and drivers in order to provide enhanced safety for cyclists.

There are many options available which greatly reduce the likelihood and severity of injuries for cyclists from construction traffic including:

- Side under-run protection
- Fresnel Mirrors
- Cyclist-awareness training for drivers
- Alert-signage fixed to vehicle rears and sides

If there is likely to be a high proportion of cyclist traffic in the area of the project this equipment and/or training could prove extremely beneficial.

If the project/contract is in an already controlled area (such as central London) this equipment and/or training will be mandated by local Authority Requirements; however in areas where it is not, then Carillion still expects projects to consider if such requirements are appropriate. >>

Work with Local Communities

<< Describe here the activities which will be undertaken to work with communities to minimise the negative effects of construction logistics. These may include:

- Meetings with local residents/businesses to explain the logistics arrangements
- Out-of-hours and daytime contact details for those concerned with logistic issues (Speeding vehicles etc)
- Letter drops when arrangements have to alter (e.g. if a delivery outside agreed hours becomes necessary)
- Cycle-Safe training for cyclists in the area (e.g. children and parents at local schools local business commuters
- Awareness training for local children about traffic safety >>

Section 3.3: Direct Effects on Local Traffic

Management of Traffic

<< Provide a schedule of work directly affecting existing traffic routes e.g. changes to road configurations or during utility services connections etc over the different phases of the project.

Consider how it may impact on any of the arrangements described elsewhere in this plan.

Projects comprising predominately Highways Work will need to supplement this section with a separate and detailed Traffic Management Plan. >>

Section 3.4: Indirect Effects on Local Traffic

Public Transport Traffic Considerations

Pedestrians

<< Describe here the alternative arrangements for pedestrian routes which are affected by the project and how their use will be encouraged. The arrangements may need to change as the project works evolve. >>

Cyclists

<< Describe here the alternative arrangements for cycle routes which are affected by the project/contract and how their use will be encouraged. The arrangements may need to change as the project works evolve

Include any detail of work to be done regards seeking out and contacting local cycle groups and providing information to them about the project/contract, delivery routes and the hazards these will present. >>

Buses

<< Describe any bus stops which need to be moved temporarily and note the local authority and bus company concerned.

Include arrangements for private bus services such as those sometimes organised by supermarkets, care homes, schools and long term parking. >>

Other

<< Describe any arrangements in place to manage disruption to other non-specific traffic e.g. Is the project near a railway station, for example, which has extensive taxi rank arrangements that will be impacted by the project. >>

Off Site Construction/Contract Logistics Plan CCS/HSSQ/PRO/053-F010

Construction Plant

<< Describe here how the impact of large plant such as mobile craneage will be managed, any Local Authority Licences required and how the temporary positioning of this equipment will impact on or alter the arrangements described elsewhere in this CLP.>>

Section 4: Managing and Monitoring The Construction Logistics Plan

It is a requirement on all projects/contracts that the Construction Logistics Plan is properly implemented, with some tasks nominated to named individuals; then that its effectiveness is monitored and reported against.

This section outlines how these responsibilities must be done.

Section 4.1: CLP Management

Details of how this CLP will be managed

<<Projects/contracts must initiate the CLP during the tender/planning stage to give an overview of the expected logistics activity and broad management strategy. This will allow important base information to be passed to planners, tendering companies and other interested parties on matters that may affect them.

This will be known as the outline CLP.

This outline CLP must form part of key activities such as tender enquiries, post tender meetings, order placement, contract reviews etc.

At the mobilisation stage, or as the operations team is being appointed, it shall be developed and updated to give a full picture to any interested party on how logistics are to be managed.

This will be known as the detailed CLP.

This outline CLP must form part of key activities such as tender enquiries, post tender meetings, order placement, contract reviews etc.

At the time that the detailed CLP is prepared the Project/Contract Head will appoint a Nominated Person – the Logistics Coordinator – who amongst other duties laid out in Phoenix Document CCS/HSSQ/GUI/169 "Nominations, Roles and responsibilities"' must:

- Ensure the day-to-day co-ordination of logistics is managed
- Maintain the document up to date
- Ensure the contents of the plan are briefed out to those who need to know
- Ensure that implementation of the CLP is being monitored and reported against

The CLP should be reviewed on a minimum 6 monthly basis (usually in line with the CMP)

With the minimum review periods specified and the known peak periods and milestones gathered in Section 2, contracts must list here the proposed review dates for the document. >>

<< Example Table >>

Review Mark	Review date	Reason
A	01.06.14	6 monthly review
B	01.08.14	Phase one hands over
C	01.11.14	Decant from existing compound

Section 4.2: Monitoring, Compliance, Reporting and Review

Details for Monitoring the CLP, including Compliance Arrangements, Reporting and Review

<< Compliance with the CLP should be monitored, to ensure that any problems arising are dealt with.

Projects/contracts must include monitoring of the CLP on the safety agenda of pre-start meetings for suppliers / subcontractors to ensure that intentions are discussed and agreed prior to arrival on site.

Projects/contracts will compile a monitoring plan that consists of a range of techniques and activities. This will be a written plan in this section, detailing which activities will take place and at what intervals/dates. When making these decisions reference should be paid to the information gathered about contract programme, high risk points etc gathered in Section 2.

This monitoring should comprise a range of approaches including but not limited to:

- Checks on the last update of the CLP, is it still relevant? Have changes in local risks or controls been accommodated? Have changes in e.g. public transport arrangements been accommodated etc? Have changes been communicated out to affected third parties?
- Checks to ensure that vehicles are using the correct routes to and from site (including following them if necessary).
- Checks on holding areas and the routes leading from them to sites, including side roads or parking areas around sites to ensure no 'unauthorised' parking is being used (i.e. not in areas designated a s holding areas in the CLP).
- Checks on tacho-graphs and/or where fitted data-tracking systems (e.g. Telematics)
- Checks on the Delivery schedule. Is it being used? Are vehicles arriving unannounced? Are different styles of vehicle adhering to any restrictions on e.g. arrival times?
- Checks on designated cycle and pedestrian routes to site. Are they still safe? Are they being used?
- Checks on arriving vehicles to see if required minimum safety equipment is fitted
- Checks on site-parked vehicles to see if gate controls have prevented those without required minimum safety equipment from entering
- An audit of all parking of vehicles (including temporary marshalling)
- Checks on special arrangements. Are e.g. arrangements for use of on-site tool hire being used?
- Are arrangements for waste removal being followed?
- Are arrangements for contact and support to the community being followed? E.g. letter drops, cycle-safe training? Contact details for complainers available and complaints received actioned and responses provided?

Project/Contract Heads will prepare a regular report of findings from monitoring which is tabled for discussion at project and business safety meetings.

Where actions are identified Project/Contract Heads must form action plans and instigate suitable improvement measures. >>

Section 5: Approvals

In Outline Stage; by the Bid Lead or equivalent

In Detail Stage; by the Project/Contract Head

Version << >>	**<< DRAFT >>**	**Print**	**Sign**	**Date**
Prepared by				
Approved by (Bid /Contract Lead)				

STOP AND THINK: Are Your Vehicles Safe?

INSTRUCTION FOR COMPLIANCE CHECKERS

This document outlines the minimum standard for all vehicles above 3.5 T that attend Highways Agency sites.

ACTION

Use this document as part of vehicle checks. In the case of non compliance with this document you must inform the driver and the site logistics coordinator

STOP AND THINK: ARE YOUR DRIVERS SAFE?

CHECK AND ACTION:

Has the site driver induction been completed?:

Does the driver:

- Appear to be in a fit state to work?
- Have a valid driving licence?
- Possess CPC* qualification?

*Drivers Certificate of Professional Competence for Commercial Vehicles.

The following vehicles have a part or full exemption from this standard:

- **Courier Vehicles**
- **Articulated Trailers**
- **Road Sweepers**
- **Escorted Oversized Vehicles**

Mirrors and Visual Aids

Item:

VEHICLE	Class IV mirror*	Class V mirror*	Class VI mirror	OR	Front Camera System	Rear view mirror	Fresnel Lens	OR	Side Camera System*
Small Lorries 3.5 to 7.5T	✓	✓	✓		✓	✓	✓		✓
Medium to Large Lorries > 7.5T	✓	✓	✓		✓	✓	✓		✓
Concrete Mixer	✓	✓	✓		✓	✓	✓		✓
2/3 Axle Rigid	✓	✓	✓		✓	✓	✓		✓
Grab or Skip Lorry	✓	✓	✓		✓	✓	✓		✓
4 or Multi Axle Tipper	✓	✓	✓		✓	✓	✓		✓
Articulated Low Loaders	✓	✓	✓		✓	✓	✓		✓
LOCATION	Front nearside	Front nearside	Front of cab		Front of cab	In cab (if applicable)	Side window		Front mounted
PURPOSE	Improve visibility of blind spot	Improve visibility of blind spot	Improve visibility of front blind spot		Improve visibility of front blind spot **Alternative** to fitting Class VI mirror see EU 2003/97 & 2005/27	Improve rear visibility	Front nearside blind spot visibility. Additional visual aid		**Alternative** to fitting a Fresnel Lens

* When the vehicle is left hand drive these items should be fitted to the off-side of the vehicle.

Outside the Vehicle and ABS

Item:

VEHICLE	Side scan detection kit (Proximity Sensors)	Side under run guards	Reversing alarm (can incorporate sensors and or a camera)	Left turn warning alert for Vulnerable Road Users	Antilock Braking System (typical dashboard indicator)	Hi-viz clothing (to be worn on site – for compliance with the contract)
Small Lorries 3.5 to 7.5T	✓	✓	✓	✓	✓	✓
Medium to Large Lorries > 7.5T	✓	✓	✓	✓	✓	✓
Concrete Mixer	✓	✓	✓	✓	✓	✓
2/3 Axle Rigid	✓	✓	✓	✓	✓	✓
Grab or Skip Lorry	✓	✓	✓	✓	✓	✓
4 or Multi Axle Tipper	✓	✓	✓	✓	✓	✓
Articulated Low Loaders	✓	✓	✓	✓	✓	✓
LOCATION	Nearside step or wheel arch area	Fitted both sides	Rear of the vehicle	Nearside of vehicle	Braking system	Driver PPE
PURPOSE	Detection of cyclists or pedestrians	Prevents a cyclist going under wheels	Warn of the vehicle reversing	Warn of a vehicle turning left	Prevents wheels locking when braking	Personal protection and visibility

* When the vehicle is left hand drive these items should be fitted to the off-side of the vehicle.

Stickers and Signs

Item:

VEHICLE	Cyclist warning sign	Pedestrian warning sign	Drugs & alcohol warning	Seat belt reminder	Maximum passengers (passenger carrying vehicles)	Hi-visibility markings	Traffic Signs Manual – Chapter 8	FORS Sticker (Bronze)
Small Lorries 3.5 to 7.5T	✓	✓	✓	✓	✓	✓	✓	✓
Medium to Large Lorries > 7.5T	✓	✓	✓	✓	✓	✓	✓	✓
Concrete Mixer	✓	✓	✓	✓	✓	✓	✓	✓
2/3 Axle Rigid	✓	✓	✓	✓	✓	✓	✓	✓
Grab or Skip Lorry	✓	✓	✓	✓	✓	✓	✓	✓
4 or Multi Axle Tipper	✓	✓	✓	✓	✓	✓	✓	✓
Articulated Low Loaders	✓	✓	✓	✓	✓	✓	✓	✓
LOCATION	Rear nearside	Nearside only	In the cab	In the cab	In the cab	Rear / Sides	Rear	Rear
PURPOSE	Improve awareness of risks	Improve awareness of risks	Reminder to the driver	Reminder to the driver	Reminder to driver not to overload	Increase the visibility of the vehicles	To warn other road users that the vehicle could be entering road works - Only required for vehicles entering Chapter 8 Closures	To show that the company complies with the FORS standard

Lighting and Inside the Cab

Item:

VEHICLE	Rear fog lights	Flashing lights (construction vehicles)	Daytime running lights (or sidelights continuously switched on)	Warning triangle	Fire extinguisher	No additional timing	Handbrake Alarm
Small Lorries 3.5 to 7.5T	✓	✓	✓	✓	✓	✓	✓
Medium to Large Lorries > 7.5T	✓	✓	✓	✓	✓	✓	✓
Concrete Mixer	✓	✓	✓	✓	✓	✓	✓
2/3 Axle Rigid	✓	✓	✓	✓	✓	✓	✓
Grab or Skip Lorry	✓	✓	✓	✓	✓	✓	✓
4 or Multi Axle Tipper	✓	✓	✓	✓	✓	✓	✓
Articulated Low Loaders	✓	✓	✓	✓	✓	✓	✓
LOCATION	Rear of the vehicle	Top of cab	Front & rear of the vehicle	Stored in the cab	Secured in the cab	On any window	In the cab
PURPOSE	Improve visibility	Improve visibility	Improve visibility	For when breakdowns occur	Extinguish a fire	Maximise drivers visibility	Warn drivers when exiting the cab that the handbrake is not applied

Key: Raising the Bar (Above legal requirement) — Legal Requirement (Legal exemptions will not be accepted)

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This document is also available on our website at **www.gov.uk/highways**

If you have any enquiries about this publication email **info@highwaysengland.co.uk** or call **0300 123 5000***.

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