



Construction Environmental Management Plan

Rev 12 – December 2022

University College
North Oxford Development Project

Date: December 2022

Revision: Planning

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1. Introduction

This Construction Environmental Management Plan (CEMP) has been developed to set out the strategy for the vehicle movements associated with the proposed demolition and construction works at University College's North Oxford development project located between Banbury Road and Woodstock Road adjacent to Staverton Road.

The works include the demolition of two previous extensions to the main Fairfield House buildings along with several other small buildings, refurbishment of Fairfield House and Redcliffe Maud House and construction of seven new, multi-functional buildings, sundry buildings, quiet spaces and garden areas.

The demolition works will generate a considerable volume of material which will need to be removed from the site. While some demolition arisings may be re-used within temporary works on the site, ultimately all will be removed from site.

Similarly, construction of the new building will involve the import of materials and plant, requiring daily vehicle movements over the anticipated contract period.

In addition to movements of plant and materials, this plan will set out proposals for movement of site personnel, into the site and within the vicinity of Banbury Road and Staverton Road.

2. The Strategy

The proposals for any development within Oxford need to consider the particular circumstance of the location, including the high levels of traffic movement on the major roads within the city's ring road, the nature of local traffic restrictions in particular those within the city centre, the number and proximity of schools, colleges and businesses, and the high density of the residential areas along the approach roads within the city.

It is recognised that a key concern for the highways' authorities, the city council and the local community will be the possibility of any disturbances or disruption arising from construction traffic on roads which are already busy.

This traffic management plan has been drawn up to address these issues and potential concerns by setting out the strategy to:

- Minimise construction traffic movements and the generation of project-related traffic
- Use the routes, avoiding the city centre and having the least impact on road infrastructure in the area, in accordance with the traffic plans contained within this document
- Ensure safety of other highway users around the site and on access routes
- Maintain safe access for pedestrians
- Ensure that deliveries and waste removal from site are carried out safely with minimal disruption to other highways users, adjacent colleges, local residents and businesses
- Endeavour to ensure that materials delivered by road travel as short a distance as possible
- Ensure safe movement of vehicles and site personnel to and from site
- Avoid causing additional congestion on surrounding routes, particularly during busy periods
- Restrict delivery times

3. Access & Egress

The enclosed revisions to the document recorded below follow liaison with Fairfield Residential Home, which is located on the site. The comments in the table below represent the College's response and take precedence over any conflicting content elsewhere within this plan.

Fairfield care home feedback dated 18.01. 22	University College response / commitment
A number of our residents use the front driveway for access to Summertown on foot and as a place to walk for exercise. Preventing them from using the drive would make getting into Summertown difficult and could present deprivation of liberty (DoLS) issues for Fairfield Residential Home (FRH). How will their safety be managed? Is a separate footpath envisaged?	The pathway to FRH will remain accessible and safely segregated from the driveway with a rigid, solid timber fence that will be lit. In addition, there will be a logistics operator (banksman) located at the driveway entrance to manage vehicular access to site in a safe and controlled manner. Contractors will not be permitted to use the Fairfield footpath which will remain solely for FRH use or in the event of an emergency.
The Gate-Person positioned in the sentry box just inside the entrance to the drive must understand that priority be given to ambulances, medical staff, care staff and employees of FRH, and, to visitors to the Home	This is understood. We would expect that the Gate Person would have a full briefing from the care home in advance and contact details be provided to FRH. We are also proposing that the Gate Person is made aware of planned deliveries / vehicular access to help coordinate site deliveries.
This should also be a priority in the mind of the Logistics Manager and the banksmen "who will control the movement of delivery vehicles within Banbury Road, across the bus lane and the footway."	This is correct and agreed
How will the Gate-Person communicate with FRH? This is a crucial issue on which the plan is currently silent.	We would propose the following: 1. Contact details be shared at the outset 2. Radio / Walkie Talkies to be considered between FRH reception and banksmen 3. Short, shift change briefings to inform of any key traffic arrangements 4. Sharing of delivery schedules on a weekly basis 5. Sharing of booking system information
There needs to be communication with FRH over the delivery booking system – and an understanding that sometimes FRH will have priority over booked deliveries – particularly where resident transport is concerned	This is understood and we would be keen to coordinate this where possible as above
We are concerned that para 7 may indicate that there will be deliveries before 7.30am. It would be helpful to understand how early deliveries are likely to arrive on site and how this can be managed in order to minimise disruption to	We note concerns regarding disruption for deliveries before 7:30am. We will need to discuss this with the appointed Contractor, however, it would seem reasonable for

Fairfield care home feedback dated 18.01. 22	University College response / commitment
sleeping residents. Noise from delivery vehicles before 7.00am would not be acceptable	deliveries to not be permitted to site before 7:00am to avoid disrupting residents.
The Communication section (Para 4) is silent on FRH – our needs and concerns are on a different level from nearby “colleges, residents and businesses”, later referred to as neighbours. FRH must be fully informed of draft disruption matrices in advance of their publication	Agreed. As well as the day to day liaison with the banksmen on logistics and deliveries, we propose to hold regular briefing meetings with FRH throughout the construction process with UNIV and the Project Management Team in attendance
Para 6 states “All personnel will access the site through a personnel gate which will not permit direct access to the construction site.” It is not clear where this gate will be located. It should not be along the driveway to 115A. Is it the entrance shown at 115 Banbury Road, south of 115A?	This will need to be agreed with the Contractor, however, as previously noted, it is proposed that FRH’s access pathway is safely segregated and solely used for Fairfield. It can be foreseen (albeit to be agreed) that site operatives may access site through a personnel gateway via the old FRH access and south of the new driveway.
“No parking for site-based personnel will be permitted either on site or in local on street parking areas.” The Gate-Person and his colleagues must not challenge or turn away legitimate visitors to Fairfield	Agreed
An important question arises over Para 7: “We do not envisage any requirement to close the footpath in front of any of the proposed entrance gates other than whilst delivery vehicles are passing through. Pedestrians will be held during these short periods. Signage will be provided on the temporary site gates warning pedestrians of construction traffic.” Does this suggest that the temporary site gates are to be located at the entrance to 115A Banbury Road? This would be wholly unacceptable to FRH and urgent clarification is required. The suggestion that the signage on the gates will warn pedestrians of construction traffic might indicate that the gates are planned for the Banbury Road. We had understood that the construction gates to the site would be in the hoarding which will run to the south of the driveway primarily used to access FRH.	The intention will be to utilise access via the southern gates where possible, however, it will not be viable to solely use these gates because of the site arrangement, tree protection limitations and construction sequencing and layout. A safe logistics operation will therefore be required that safeguards FRH’s residents and operation when 115 A driveway is used. This will need to be developed with the Contractor following appointment, and which point further details will be provided regarding construction traffic, pedestrians and other site users
Signage to the site appearing on the Banbury Road must make it clear that FRH is the priority user of the drive and that this critical access is unaffected by the work. Logos and fonts and all signage referring to FRH must be approved by FRH	Clear signage will need to be erected to highlight FRH use. This will be agreed in advance
Para 9 refers to wheel wash facilities for vehicles leaving the site – it must be made clear that the wheel wash must be located inside the site	We will need to review the detail with the Contractor but the proposal is exactly this, to

Fairfield care home feedback dated 18.01. 22	University College response / commitment
hoarding, not in the 115A driveway where a clean mud-free environment must be assured	implement a wheel wash facility so that the 115A driveway remains clean and mud free
We assume that access to the building site will be via the point marked preferred access on page 21 and not via the gates marked closer to FRH's building, minimising issues with parking and noise. To be clear, the gates shown in the plan adjacent to the Fairfield Home would not be acceptable. Also that the gate here will be closed during deliveries. (see point 10 above and para 7 on page 10 of your document.	The intention will be to bring the vehicles on to site as far away from FRH as possible. As such, routing into the site will be prioritised in this manner in order to respect FRH operations. However, we can foresee the requirement to also access site where the gates are shown closer to FRH. This will need to be developed with the Contractor following appointment.
The edge of the building site running along the front of the FRH building as shown on page 21 appears to be very close to the building. It is essential that the existing turning hammerhead is retained to enable safe turning of ambulances and other vehicles.	This concern is understood. We need to review this with FRH and agree a workable hoarding line that enables the site works and preserves emergency vehicle turning and Fire Tender access.
The site set up and logistics map on page 21 shows a small amount of parking along the front access marked 'Fairfield parking during phase 2'. Does this imply that there will be no access to the rear car park during this time? There should be 18 Fairfield parking spaces in total. These are generally fully utilised (staff, residents family members, minibus) and necessary.	This highlights that the phase 2 works which include the reconfiguration of the manager's house access and parking to the rear will be affected. It will be critical to preserve 18 FRH spaces as required in total and this needs to be drawn up and detailed.
In general FRH's commercial deliveries (particularly catering) are made to the rear of the building via Staverton Road to minimise traffic through the home. Will access be maintained throughout the project and as under point 4. How will communication between the sentry and the home be managed	It is the project's intention to maintain access and proposals earlier in the responses set out some considerations for this.
Access via Staverton road will be required by the fire service in the event of fire throughout the project. There is no reference to this in the plan.	Noted. We agree this needs to be preserved.
Currently the assembly point for evacuation of FRH is in the car park off Staverton Road as there is not room to the front of the building that is safely away from where the fire service would need to operate. Will this continue to be a safe place to assemble during phase 2? If not, will there be a suitable space to the front before phase 2 starts?	We will need to review this but Univ recognises that a safe muster location will need to be preserved throughout all phases.
At the moment UNIV has allowed us to have a key to Redcliffe Maud House, so that we can use it as a safe space if we need to evacuate the residents from FRH in an emergency. Will this arrangement still operate during the project?	We are happy to maintain this arrangement and will need to weave this into the site operations, logistics and risk assessments.

Fairfield care home feedback dated 18.01. 22	University College response / commitment
What provision has been made for access for waste disposal vehicles collecting FRH standard and clinical waste via Staverton Road during phase 2? Although not related to the environmental plan, it would also be helpful to understand any anticipated changes to arrangements for waste collection from FRH after the work is complete.	Understood. We recognise the need to maintain this and develop this with the Contractor.
The new access to FRH from Staverton Road will have particular impact on the Fairfield resident living the 'bungalow' at 19A Staverton Road. What provisions are there to give maximum notice of any work there and to minimise noise and disruption.	Univ and FRH will need to formalise the proposed plans and update the lease plans and change of demise for 19a given the revised access proposals. As such, it is proposed that Univ will work with FRH to: a) Draw up the proposed plans and update the lease b) Agree timescale for the works no less than 6 months prior to works commencing
Page 21 also includes a 'retained parking space for caretaker' in the FRH car park. Who does this refer to?	The plan will be updated (if required) following the appointment of a Principal Contractor. Univ notes the need to preserve the 18 car parking spaces for FRH throughout the works.
What provision will be made for security of the site and communication with residents, some of whom suffer with dementia to varying degrees, who may wander onto the site.	The site will be closed down every evening and covered by alarm and CCTV. Out of hours security contacts will be provided.
FRH would like to be able to share the 'weekly updates' with residents for their interest and to minimise any concerns. It would be helpful if they could be written in lay terms as far as possible.	Agreed
Are you able to give approximate start and finish dates of each phase?	We can confirm this in due course and provide 3 months' notice ahead of works commencing.

3.1 Phase 1

- Phase 1 will comprise the following buildings:
 - Banbury Road Villa
 - Walnut Lawn Villa
 - Water Court Villas East & West
 - Fairfield House
 - Woodstock Road Pavilion
 - Extension of the existing Geoffrey Beard Building

This phase will also comprise development of a sub-station and refuse store at the junction with Banbury Road and a quiet space between the two WaterCourt buildings.

- The Banbury Road Villa and Fairfield House front onto Banbury Road making site access for Banbury Road Villa, Walnut Lawn Villa, Water Court East & West and Fairfield House logical from Banbury Road. We propose to enlarge the access point up to the northern edge of the new pedestrian accessway to the site in order to offer the fullest support construction (safe sight lines, access, etc). There is also existing access at 115A Banbury Road which we would propose to use only when necessary and suitably notified and supervised in terms of vehicular movements as it is shared with the Fairfield Residential Home and is their principal client entrance.



- Access in this location requires the crossing of a bus lane. As this is an existing access we don't envisage any problems with this arrangement despite the more frequent access by heavier duty vehicles. Delivery timing restrictions will ensure that these bus routes are maintained during the busiest periods without disruption.
- A gate-person is to be located at the site vehicular entrance, ideally within a sentry box immediately inside the entrance.
- The logistics manager will manage the entry of site personnel and with the assistance of a gate person and team of banksmen, will control the movement of delivery vehicles within Banbury Road, across the bus lane and the footway.
- The gate-person will be in contact with banksmen, site management and foreman via two-way radio at all times.
- A delivery booking system will be implemented allocating delivery slots so that a greater level of pro-active control of movements around the entrance can be maintained.
- A swept path analysis will be undertaken to verify the type, width and length of delivery vehicles that can be accepted.
- The details of vision splay requirements will be agreed with the highways' authorities prior to commencement

- It will not be possible to access Woodstock Road Pavilion or the extension to the existing Geoffrey Beard Building from Banbury Road as the other buildings being constructed in phase 1 will block access. Access to this part of the site will be via an existing access off Staverton Road via Banbury Road to University College Annex.



- In order to safely access and egress site off Staverton Road the contractor will need to seek permission for parking bay closures for the duration of works.
- A gate-person is to be located at this entrance, ideally within a sentry box immediately inside the entrance.
- The logistics manager will manage the entry of site personnel and with the assistance of a gate person and team of banksmen, will control the movement of delivery vehicles within Staverton Road and the interface with the footway.
- The gate-person will be in contact with banksmen, site management and foreman via two-way radio always.
- A delivery booking system will be implemented allocating delivery slots so that we can maintain a greater level of pro-active control of movements around the entrance.
- A swept path analysis will be undertaken to verify the type and length of delivery vehicles that can be accepted
- The details of vision splay requirements will be agreed with the highways' authorities prior to commencement.

3.2 Phase 2

- Phase 2 will comprise of the following buildings:
 - Terrace Pavilion
 - Redcliffe Maud House refurbishment
 - 27 Staverton Road
- It will not be possible to maintain access from Banbury Road for phase 2 as the buildings constructed in phase 1 will block any access. Access to the phase 2 will be via an existing access off Staverton Road via Banbury Road to University College Annex.



- In order to safely access and egress site off Staverton Road the contractor will need to seek permission for parking bay closures for the duration of works.
- A gate-person is to be located at this entrance, ideally within a sentry box immediately inside the entrance.
- The logistics manager will manage the entry of site personnel and with the assistance of a gate person and team of banksmen, will control the movement of delivery vehicles within Staverton Road and the interface with the footway.
- The gate-person will be in contact with banksmen, site management and foreman

via two-way radio always.

- A delivery booking system will be implemented allocating delivery slots so that we can maintain a greater level of pro-active control of movements around the entrance.
- A swept path analysis will be undertaken to verify the type and length of delivery vehicles that can be accepted
- The details of vision splay requirements will be agreed with the highways' authorities prior to commencement.

4. Communication

Prior to the commencement of the works a letter drop will be made to nearby colleges, residents and businesses informing them of the nature of the works and details of the traffic management plan. Contact details will be issued, providing the name and contact details of the contractor's key personnel.

During the works, neighbours will be informed of any significant deliveries or potentially-disruptive vehicle movements. They will also be invited to make comments or complaints to the site team.

Typically, the contractor will be asked to commit to circulating a weekly disruption matrix (see example in appendix C). This can also be circulated to neighbours.

In conjunction with the contractor, the College will ensure that works are programmed sympathetically around any quiet days, exam times and public holidays etc. Constant communication, alongside the disruption matrix will also allow students and neighbours to plan their week around disruptive activities at non-critical times.

5. Design Strategy

Throughout the development of the new building, well thought-through and carefully considered traffic management solutions will be essential to the safe and smooth running of the project.

This starts with a design sympathetic to the constraints of the site access. Early contractor engagement for key building elements – CLT, pre-cast concrete, cladding and masonry – will be undertaken to ensure that a design, deliverable within the constraints of the site, is produced.

The following principles will be used to inform the design and programme:

- The use of suitably-sized vehicles which can access the site and be safely off-loaded within the confines of the site
- Avoidance of vehicle movements during rush hours and other busy periods
- Reducing the number of vehicle movements by waste reduction measures, combining materials orders, etc
- The incorporation of demolition material as fill where possible to reduce the movement of materials to and from site.

Any materials which require special delivery measures – piling rigs, tower cranes etc. - will be discussed and a suitable method agreed with Oxford City Highways department.

6. Transport of Personnel to Site

In order to minimise the potential impact of personal car use, we will contractually require site personnel to utilise one of the Park and Ride car parks and then use public transport, cycle or walk to the site.

Sub-contractor vehicles will be permitted to access site for short periods to drop off and collect tools and equipment and will then be instructed to leave site and the surrounding areas. All small vehicles – cars and vans – accessing site for this purpose will be managed in the same way as larger vehicles or material deliveries.

All personnel will access the site through a personnel gate which will not permit direct access to the construction site. All operatives will be given a full site induction, within which the rules for deliveries will be set out and all will be expected to sign in with the site office each day before starting work.

No parking for site-based personnel will be permitted either on site or in local on-street parking areas. Short duration visitors may be permitted to park on site or choose to use local paid car parking facilities or the adjacent on-street car parking (specifically excluding on-street residents' parking bays).

Where possible, we will use local labour and subcontractors for the duration of this project, thus minimising general traffic through the region.

Secure facilities will be provided for personnel arriving by bicycle.

7. Transport of Materials, Plant and Equipment to Site

Road deliveries will be timed to avoid the busiest rush hour periods with construction deliveries/ traffic avoiding times between 07:30 – 09:30 and 15:00– 18:30, unless by prior agreement. We are extremely mindful of the importance of road safety and the proximity of schools to the sites. We therefore propose to require the Contractors to improve road supervision during 14:45 and 16:00 and to minimise deliveries during this time, if possible. Please refer to Appendix G regarding road safety awareness and communication considerations.

Hours of working will be agreed with OCC 7.30am- 6pm weekdays and 7.30am- 1pm Saturdays

Details of local traffic conditions including rush hour congestion on the city centre roads will be highlighted during the placement of orders.

All deliveries will be directed to arrive at site from a northerly direction, approaching along Banbury Road, accessing Phase 1 works from Banbury Road and Staverton Road and Phase 2 works via Staverton Road.

Once on site, the gates will be closed to control the risk of trespassing whilst materials or plant are being offloaded. Options for turning larger delivery vehicles within the site are limited but this will be done wherever possible. Irrespective of whether vehicles drive or reverse out of site, all vehicles will be fully escorted out of site, across the footpath onto the road. Vehicles will follow the reverse of the delivery route out of the city. There are no formal vehicle restrictions in place upon this route.

To ensure prompt, safe and uncongested delivery, all major deliveries will be scheduled, ensuring sufficient time for off-loading and contingency.

All deliveries will be required to contact the site when 15 minutes from site, to ensure the site is clear. Should there be insufficient space on site to accommodate expected deliveries, the drivers will be directed towards agreed holding areas away from the site generally close to the A34 and A40 to the north of the city centre.

The maximum number of large deliveries expected in one day is 10, although smaller deliveries (e.g. by courier vans) will be more frequent. At this stage there are no road closure requirements envisaged during the works, although special arrangements may have to be made for piling rig, crane and structural frame deliveries.

We do not envisage any requirement to close the footpath in front of any of the proposed entrance gates other than whilst delivery vehicles are passing through. Pedestrians will be held during these short periods.

Signage will be provided on the temporary site gates warning pedestrians of construction traffic.

8. Route to Site

The plans in Appendix A show the access route to site, requiring all delivery vehicles to avoid the city centre.

The plans and details of access restrictions and requirements will be described and issued with all material, plant and subcontract orders (including times for delivery, contact details and site rules) and compliance with these requirements, will be managed / monitored by the site team. Any concerns will be raised with the Senior Management teams of the suppliers/ contractors.

In order to alleviate the potential for deliveries backing up in and around the site, three holding areas for vehicles have been identified and are indicated on the plan in Appendix B. These locations will be highlighted to all members of the supply chain and all subcontractors with a responsibility for supplying materials, prior to their commencement on site.

9. Interface between On-site and Off-site Road Movements.

The intention will be for delivery vehicles to be able to drive directly into the college grounds, thereby minimising the risk of blocking the adjacent highways. The movement of vehicles entering the site, turning and exiting the site will be carefully managed by our gate-person and banksmen.

The reversing of vehicles on the public highway, including across the footway will be avoided where possible. Should reversing be required, up to five banksmen will be required to monitor and control the movement of pedestrians, cyclists and vehicles.

Vehicles will be checked for cleanliness before being permitted to leave the site. Wheel wash facilities will be available if required but a clean, well maintained access road will be provided into the site and vehicles will be prevented from accessing the majority of the construction area.

These steps will ensure that material will not be transferred to the public highway via vehicle wheels. Dust suppression measures will be implemented on roads within the site when necessary. All surplus material being removed from site will be contained within covered skips or covered tipper lorries.

Maintaining shared access with the college and residential home during both phases will be critical to the success of the project. Essentially, any shared access will remain outside of the site with site traffic managed by the logistics team.

All traffic and plant movements on site, including crane lifts, will need to be carefully managed in order to protect retained trees. An Arboricultural Method Statement, Tree Protection Monitoring Plan, and Tree Protection Plan (FLAC Instruction ref CC31-1038 Issued October 2021) have been produced by FLAC who will also be retained as Arboricultural Clerk of Works to ensure these are adhered to throughout the project. The plan contained within Appendix E reflects the approach to retention and removal of trees on site.

10. Interface with Pedestrians / Footway Crossovers

Extreme care is to be taken when vehicles cross the footway to prevent danger to pedestrians, cyclists and other highways users. As stated above, the movement of site traffic at these locations will be managed by our gate-person and banksmen. We will ensure that the pedestrian access footway is maintained in good condition at all times. Any damage to the footway will be reported to the highways department immediately. No long-term footway closures are anticipated.

No site vehicles will be permitted to stop or park in Banbury Road or Staverton Road or indeed any other neighbouring streets.

11. Maintenance

Daily inspections will take place to ensure the cleanliness of the access route around the site entrance, to confirm that signage is clean and in place, to check the condition of the site hoarding and gates and the condition of the footway crossover.

This will be the responsibility of the site Logistics Manager.

12. Monitoring and Management of the Traffic Management Plan.

Records of deliveries are to be kept in the site offices. Notes for all deliveries will be held on site (these will include the points of origin of the material).

The above information will be used to produce internal monthly reports, which will identify any improvements required to the plan, in addition to any deviations from that proposed.

13. Dilapidations Survey

Prior to the commencement of the works we will contact the highways' department to carry out a dilapidations survey. Copies of the dilapidations survey photos will be provided to the client and the highways' department.

14. Dust mitigation

The following mitigation measures have been identified as set out in the IAQM Guidance for a medium risk site in order for potential dust impacts to be reduced to a minimum:

- Communication
 - Develop and implement a stakeholder communications plan that includes community engagement before work commences on site.
 - Display the name and contact details of the person(s) accountable for air quality and dust issues on the site boundary.
 - Display the head office or regional office contact information.
 - Develop and implement a dust management plan (DMP) approved by the Local Authority.
- Site management
 - Record all dust and air quality complaints, identify cause(s), take appropriate measures to reduce omissions in a timely manner, and record measures taken.
 - Make the complaints log available to the local authority when asked.
 - Record any exceptional incidents that cause dust and/or air emissions, either on- or off-site, and the action taken to resolve the situation in the logbook.
- Monitoring
 - Carry out regular site inspections to monitor compliance with the DMP, record inspection results, and make an inspection log available to the local authority when asked.
 - Increase the frequency of site inspections by the person accountable for air quality and dust issues on site activities with a high potential to produce dust are being carried out during prolonged dry or windy conditions.
 - Agree dust deposition, dust flax, or real-time PM continuous monitoring locations with the Local Authority. Where possible commence baseline monitoring at least three months before work commences on site.
- Preparing and maintaining site
 - Plan site layout so that machinery and dust causing activities are located away

from receptors, as far as is possible.

- Erect solid screens or barriers around dusty activities or the site boundary that are at least as high as any stockpiles on site.
 - Fully enclose site or specific operations where there is a high potential for dust production and the site is active for an extensive period.
 - Avoid site runoff of water or mud.
 - Keep site fencing, barriers and scaffolding clean using wet methods.
 - Remove materials that have a potential to produce dust from site as soon as possible, unless being re-used on site. If they are being re-used on-site cover as described below.
 - Cover, seed or fence stockpiles to prevent wind whipping.
- Operating vehicle/machinery and sustainable travel
 - Ensure all vehicles switch off engines when stationary - no idling vehicles.
 - Avoid the use of diesel or petrol powered generators and use mains electricity or battery powered equipment where practicable.
 - Produce a Construction Logistics Plan to manage the sustainable delivery of goods and materials.
- Operations
 - Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction, e.g. suitable local exhaust ventilation systems.
 - Ensure an adequate water supply on the site for effective dust/particulate matter suppression/mitigation, using non-potable water where possible and appropriate.
 - Use enclosed chutes and conveyors and covered skips.
 - Minimise drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment and use fine water sprays on such equipment wherever appropriate.
 - Ensure equipment is readily available on site to clean any dry spillages and clean up spillages as soon as reasonably practicable after the event using wet cleaning methods.
- Waste management
 - Avoid bonfires and burning of waste materials.
- Measures specific for demolition
 - Ensure effective water suppression is used during demolition operations.
 - Avoid explosive blasting, using appropriate manual or mechanical alternatives.
 - Bag and remove any biological debris or damp down such material before demolition.
- Measures specific for construction
 - Ensure sand and other aggregates are stored in bunded areas and are not

allowed to dry out, unless this is required for a particular process, in which case ensure that appropriate additional control measures are in place.

- Measures specific to trackout
 - Use water-assisted dust sweeper(s) on the access and local roads, to remove, as necessary, any material tracked out of the site.
 - Avoid dry sweeping of large areas.
 - Ensure vehicles entering and leaving sites are covered to prevent escape of materials during transport.
 - Inspect on-site haul routes for integrity and instigate necessary repairs to the surface as soon as reasonably practicable.
 - Record all inspections of haul routes and any subsequent action in a site logbook.
 - Install hard surfaced haul routes, which are regularly damped down with fixed or mobile sprinkler systems, or mobile water bowsers and regularly cleaned.
 - Implement a wheel washing system (with rumble grids to dislodge accumulated dust and mud prior to leaving the site where reasonably practicable).
 - Ensure there is an adequate area of hard surfaced road between the wheel wash facility and the site exit, wherever site size and layout permits.
 - Access gates to be located at least 10 m from receptors where possible.

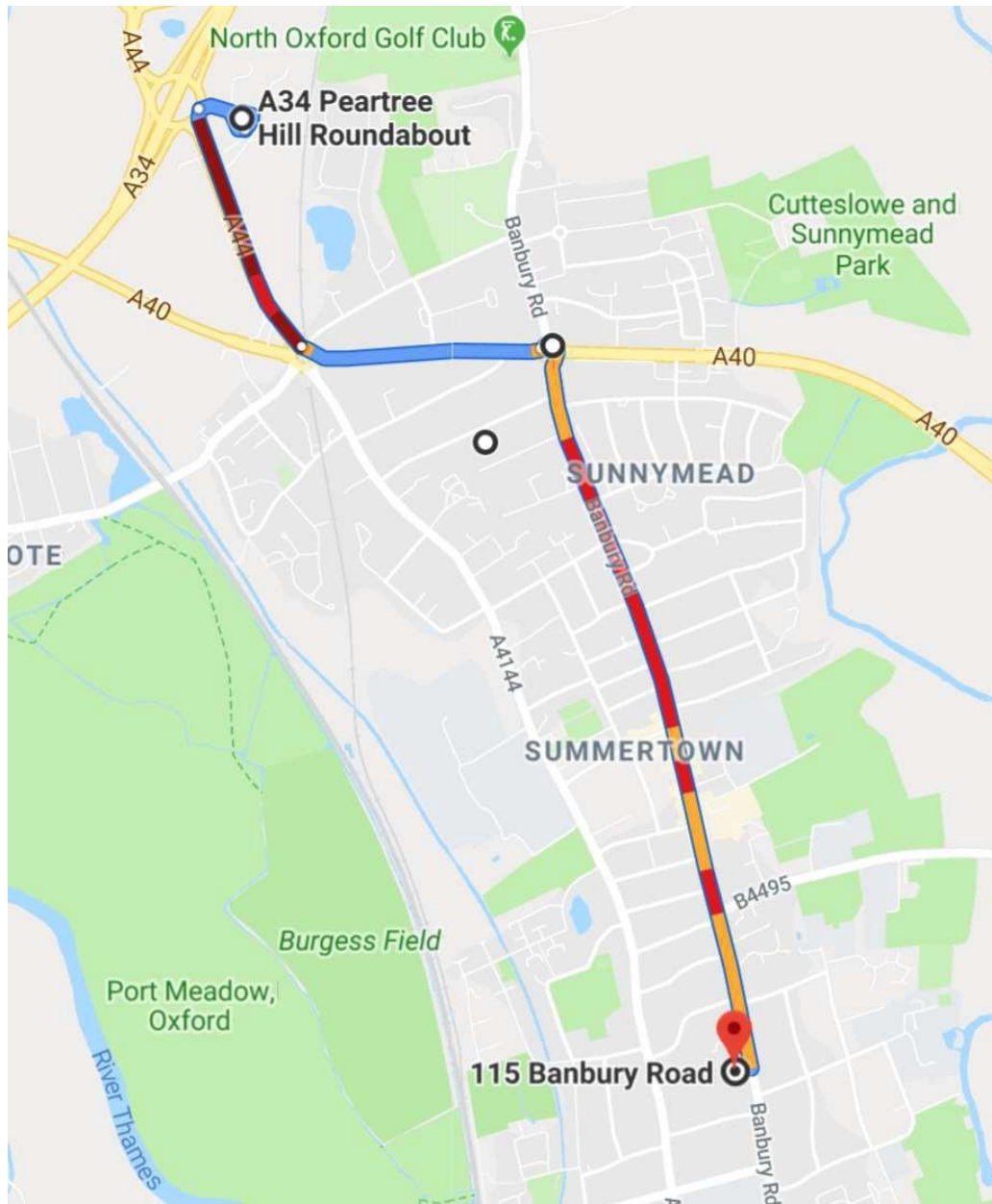
Prior to the commencement of the works the appointed contractor will be required to prepare a method statement and a comprehensive, site specific DMP and agree the DMP with the Local Planning Authority. The measures in the DMP may differ from the mitigation measures in the construction impact assessment due to the specific methods to be used on-site.

15. Key Contacts

Project Manager: Natalie Roper
07836 659814
natalie.roper@bidwells.co.uk

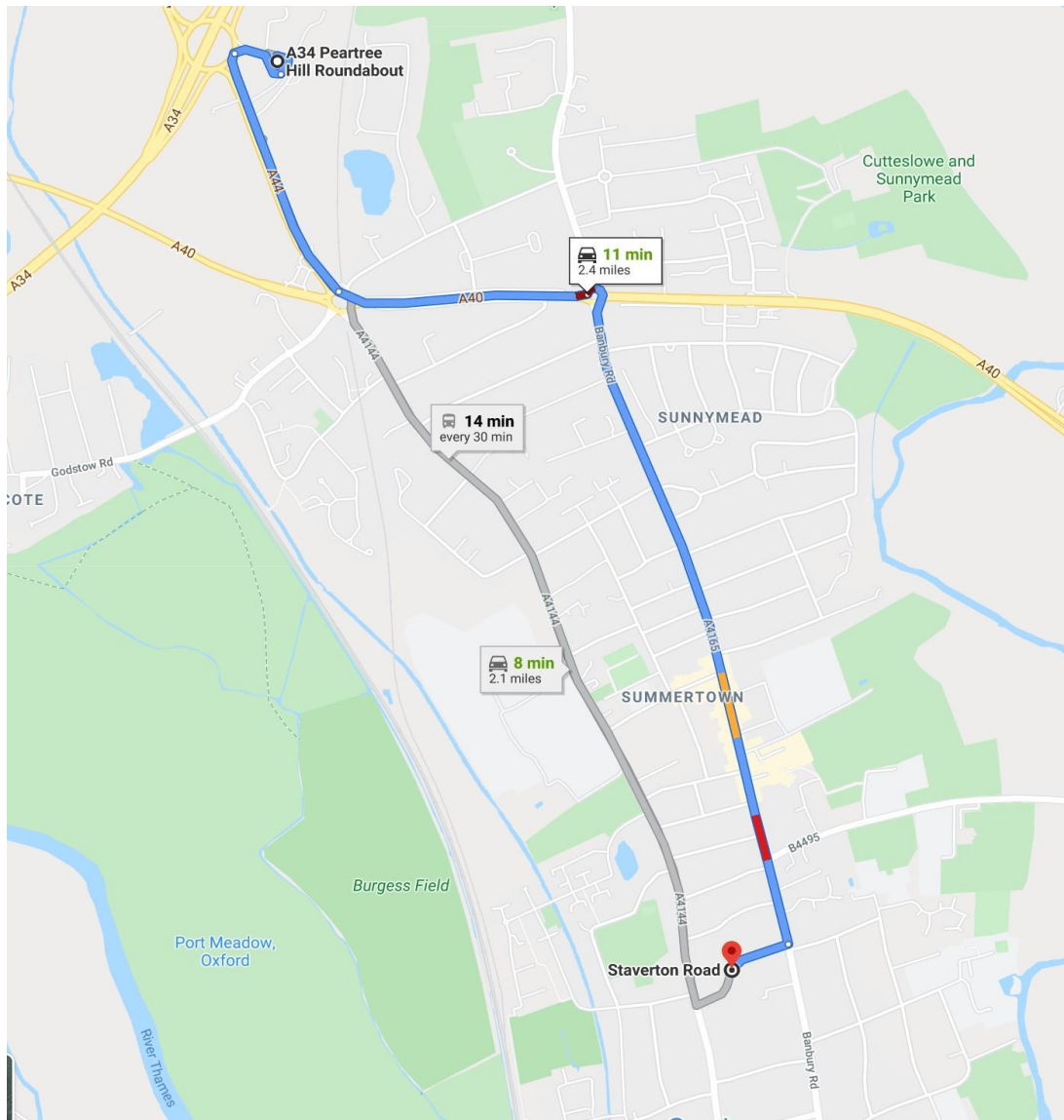
Richard Todd
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Appendix A - Traffic Route to Site (Phase 1)



Access routes to site - Phase 1

Appendix A - Traffic Route to Site (Phase 1 and 2)



Access routes to site – Phase 1 and 2

Appendix B – Vehicle Holding Areas



★ **Vehicle holding areas**

Appendix C – Communications

Please see appended an example of the following communication documents which have been utilised effectively on other projects:

- Weekly Update
- Weekly disruption matrix

Example of “Weekly update”



Works carried out this week commencing 16th September 2019

Daily delivery and/or collection of wasteships and tipper truck movements
Roof coverings continuing
Waterproofing to edge of slab continuing
Upper floor build ups continuing – AC 1st and 2nd floors
Façade works – drilling holes and fixing brackets / mullions to West elevation
Intumescent coatings started



Works scheduled for next week

Daily delivery and/or collection of waste skips and tipper truck movements
Timber build ups to upper floors continuing
Finishing off roof works, ballast and handrails etc. Intumescent paint to structural frame AC West Elevation and internals
Façade brackets and mullions continuing to AC East and West elevation
Holywell Access closed to allow scaffold install

Works scheduled for week commencing 30th September

Timber build ups to upper floors continues
Intumescent paint to steel frame to continue. Façade works continue
Potentially start new mains electric trench works

Noise matrix summary for next week

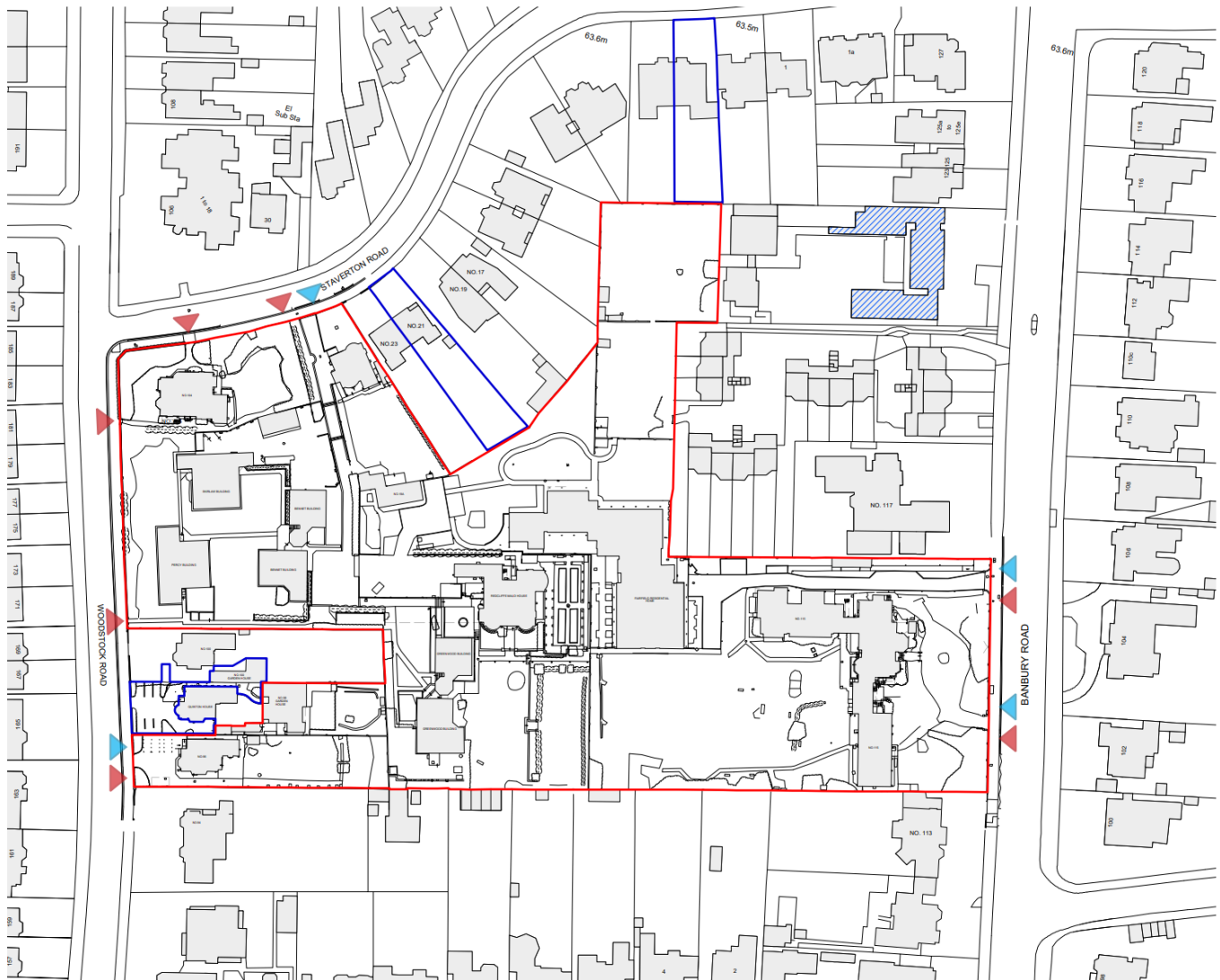
Monday	Tuesday	Wednesday	Thursday	Friday
All day	All day	All day	All day	All day

- The above noise matrix is provisional, the noisy works next week will consist of scaffold installation to perimeter of the building, external plant and machinery.

Contact: If you have any enquiry regarding the construction works please contact either our Site Managers

on [redacted] email [redacted] & [redacted] on [redacted], email [redacted] or Project Manager [redacted] on [redacted], email [redacted]

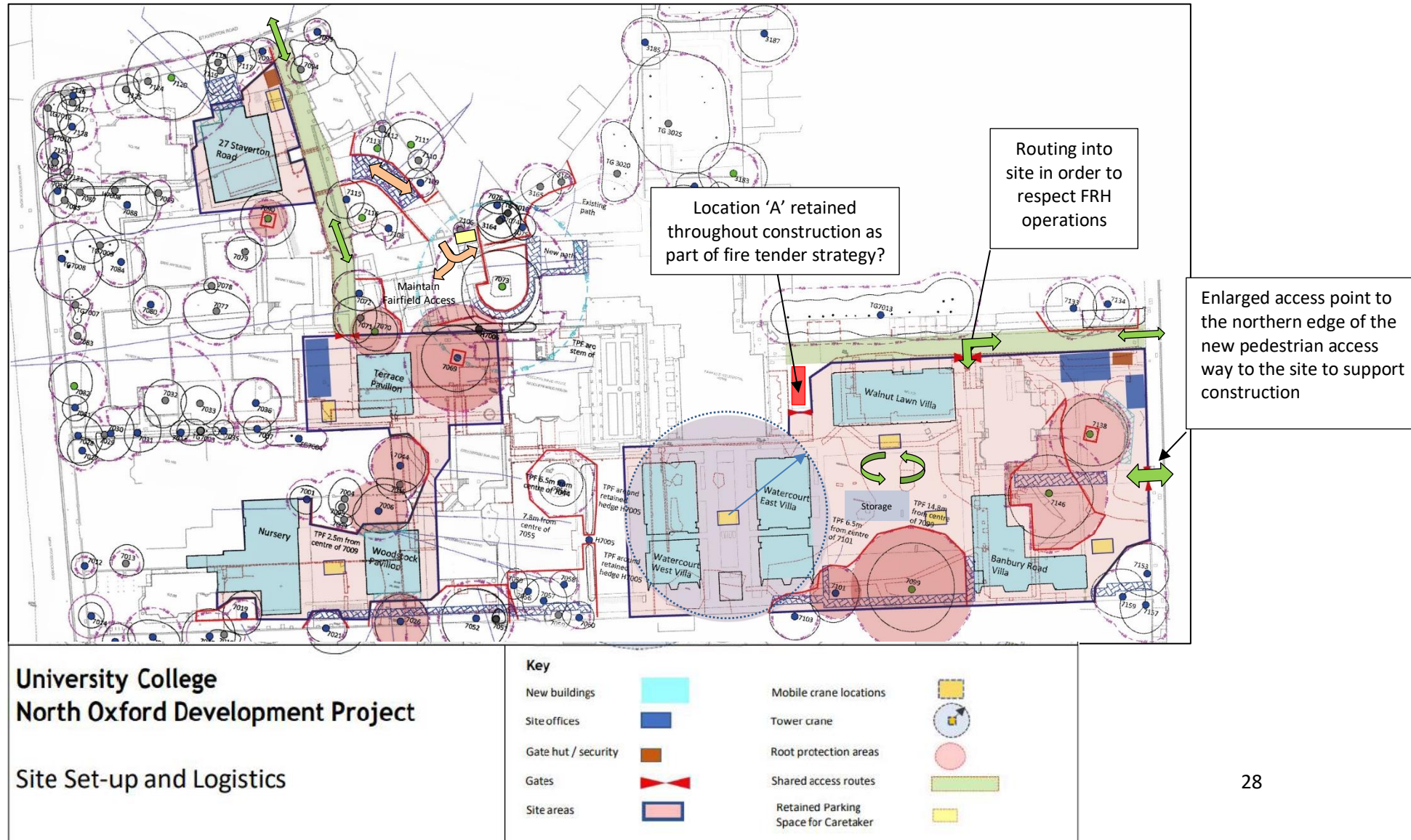
Appendix D – Site Plan



Appendix E – Tree Retention & Removal Plan



Appendix F – Site Logistics Plan



Appendix G – Road Safety Awareness and Communication Considerations

Road Safety Awareness and Communication Considerations

Whilst the CEMP sets out proposals, requirements and commitments to manage the construction traffic with due regard to the local residents and County Council's requirements regarding traffic and disruption, it felt appropriate to highlight some additional considerations which the Univ North project will embrace. Furthermore, the Contractor appointed will also propose specific considerations on this matter and detailed proposals regarding logistics, safety, communication and considerate construction which will be confirmed following their appointment. However, initial commitments from the project team and Univ are proposed below:

1. Considerate Construction

The Contractor will be required to be a member of the Considerate Constructors Scheme and will be expected to Target a performance well in excess of the minimum compliance score. This will be firmed up with the Contractor pre-contract. The following has been extracted from the website and the web link below is also included.

"The Considerate Constructors Scheme is a not-for-profit, independent organisation founded to raise standards in the construction industry. Construction sites, companies and suppliers voluntarily register with the Scheme and agree to abide by the Code of Considerate Practice, designed to encourage best practice beyond statutory requirements"

([CCS](#))

2. Cycling

We are acutely aware of the number of cyclists in Oxford and that will be operating within the vicinity of the site. Whilst there will be robust logistics management proposals in place (including logistics and Banks people operating out in the road (when required) safely managing and stewarding traffic to site) we feel it would be prudent to raise the importance of cycle safety and awareness.

On a recent project in Oxford, Bidwells worked with the Contractor and the client and County Council to promote awareness regarding cycle safety specifically to demonstrate the challenges that construction vehicles have with seeing cycle traffic. This initiative which saw students and the general public invited to sit inside vehicles, wear headsets and appreciate the "blind spots" from their perspective was well attended and praised by the County. We would welcome a similar initiative on this project and perhaps promoted through Cyclox (www.cyclox.org) and other means. See flyer image overleaf:

Cycle Awareness



We would like to invite you to come down to our cycle awareness day!

Where: Radcliffe Square

When: 8th May

Time: 11am - 3pm

Erith are working alongside The University of Oxford to create safer roads in Oxford. Erith operate UK wide. we understand the dangers cyclists face on the roads and would like to take this opportunity to raise the awareness giving both cyclists and drivers an insight to life on the other side.



Virtual Reality • Experience • Free gift bag • Prizes to be won • CLOCS safety stall • Thames Valley Police Bicycle marking



3. Local Schools

There are several local schools in the near vicinity of the site. We would like to engage with the schools well in advance of any construction works starting to raise awareness regarding the project details and the importance of road awareness and safety. A proactive, well communicated implementation strategy of the site will be vital to raising awareness.

Furthermore, the opportunity to develop some “on the ground” processes and controls for barriers, safe routes etc will be explored with the schools in recognition of peak footfall and traffic at the start and end of each school day.

The project would also like to take the opportunity to consider the following with the schools in collaboration with the Contractor:

- Insights into industry / site visits
- Site artwork – e.g. Local school artwork on Iffley Road project
- Site visuals and child high vision panels – Consideration for Banbury Road