



Thackeray Estates

1-15 Queen Victoria
Street and 147 & 148
Friar Street, Reading

Framework Construction Traffic Management Plan

08 February 2021



Thackeray Estates

1-15 Queen Victoria Street and 147 & 148 Friar Street, Reading

Framework Construction Traffic Management Plan

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APPENDICES

APPENDIX A Site Layout

1. Introduction

1.1 Overview

- 1.1.1 This Framework Construction Traffic Management Plan (CTMP) has been prepared by mode transport planning (mode) on behalf of Thackeray Estates. It accompanies a planning application for the redevelopment of 1-15 Queen Victoria Street and 147 & 148 Friar Street, Reading.
- 1.1.2 The development proposals comprise the retention of the existing ground floor use of retail A1, A2, A3, A4 and A5 units and the redevelopment of the upper floors from office and commercial space to 41 apart-hotel units (Use Class C1) in addition to four new retail units (Use Class E). New pedestrian access points to the central area of the site will be created from both Queen Victoria Street and Friar Street providing access to an additional 4 retail units and a public realm area.
- 1.1.3 The proposed site plan is included as [Appendix A](#).

1.2 Scope of CTMP

- 1.2.1 The aim of the CTMP is to outline the strategy for the safe and efficient movement of construction traffic associated with the construction activity in associated with the development proposals.
- 1.2.2 The strategy aims to minimise the impacts of construction traffic on the local highway network as well as minimising any environmental impacts as a result of the construction works taking place. In addition, care and due attention are given to the town centre location of the site in relation in neighbouring properties.
- 1.2.3 The Framework CTMP seeks to minimise the impact on construction vehicle movements, in lie with guidance published by the Department for Transport (DfT) and Reading Borough Council (RBC).
- 1.2.4 At this stage, there is no appointed contractor and therefore the programme and management of the works will be subject to a more detailed CTMP, which is expected to be secure by way of a Planning Condition.
- 1.2.5 The principal issues addressed within this framework CTMP are as follows:
- Schedule works;
 - Loading and unloading of plant and materials;

- Deliveries and hours of operation;
- Storage of plant and materials;
- Routing of construction traffic and delivery vehicles; and
- Mitigation measures.

1.3 Monitoring and Review

- 1.3.1 This CTMP is a live document and will be reviewed and updated by the Main Contractor as required. The Main Contractor, or a representative of the contractor, will be the first point of contact regarding site construction traffic management and site operation.
- 1.3.2 If appropriate, the Main Contractor will liaise with officers at Reading Borough Council (RBC) to provide regular updates on the implementation of the CTMP and its effectiveness.

2. Site Location

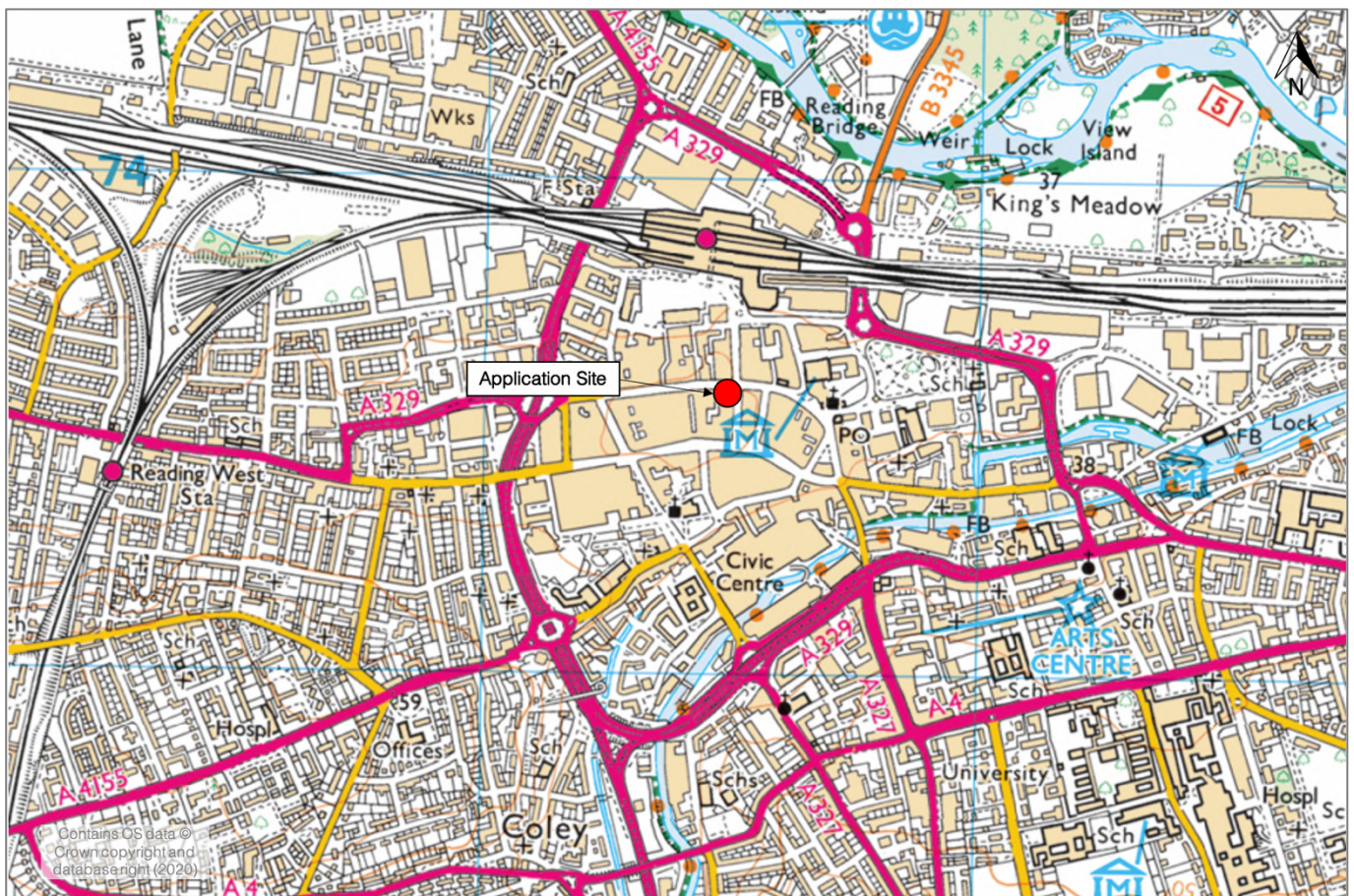
2.1 Local Context

2.1.1 The site is located in Reading Town Centre and is currently occupied by a number of retail and food outlets on the ground floor; with office, commercial and residential space located on the upper floors which is largely vacant and will redevelopment to provide a 40 unit apart-hotel.

2.1.2 The site includes three existing buildings that form 1-15 Queen Victoria Street and 146-147 Friar Street. The northern boundary of the application site borders Friar Street, whilst the eastern edge runs along Queen Victoria Street.

2.1.3 The site location in the context of the surrounding area is illustrated in **Figure 2.1**.

Figure 2.1 Site Location



2.2 Local Highway Network

- 2.2.1 The site is located on the corner of Queen Victoria Street, which is pedestrianised, and Friar Street which prohibits access by motor vehicles (except buses, wheelchair accessible taxis and permit holders) between 7am – 11am and 4pm – 7pm.
- 2.2.2 The pedestrianised area to the east and south of the site, on Queen Victoria Street and Broad Street, restricts vehicular movements except for loading between 6pm and 10am.
- 2.2.3 Designated loading bays are provided on Station Road and Friar Street to the west of the site where loading is permitted between 5am and 11pm.
- 2.2.4 The section of Friar Street to the west of the site is a single carriageway comprising an eastbound and westbound bus lane and to the east Friar Street is subject to one-way circulation. Station Road, to the north of the site, is a one-way street which leads to Blagrove Street where vehicles can join the local highway network via Forbury Road or re-join the one-way system to the south of Reading via Valpy Street or via Friar Street for relevant bus routes.
- 2.2.5 Friar Street, Station Road and Blagrove Street are part of the red route network within Reading, which prohibits stopping at any time, including to load and unload. However, there is provision for taxis and buses with multiple bus stops and taxi laybys located to the east and west of the site on Friar Street and within the vicinity of the railway station.
- 2.2.6 In terms of the surrounding highway network, Friar Street links to the A329 Caversham Road to the west of the application site, which forms part of the ring road surrounding Reading town centre.
- 2.2.7 To the north of the ring road are the two main Thames crossings in Reading: Caversham Bridge and Reading Bridge, accessed via the A4155 Caversham Road and B3345 George Street respectively. These routes link into Caversham and into the district of South Oxfordshire.
- 2.2.8 To the east, the A329 continues to the dual carriageway of the A3290 and provides access to the strategic highway network via the A329(M) and onto the M4, via junction 10. The A329(M) continues to become the A322 towards Bracknell.
- 2.2.9 To the south, the A329 connects to the A33 which is a major access route into and out of Reading town centre and leads to junction 11 of the M4, before continuing as the A33 to Basingstoke.

2.2.10 To the west, Oxford Road provides access to the west of the town and onwards to Tilehurst and Pangbourne. The A4 Bath Road leads towards Theale and junction 12 of the M4.

2.2.11 **Section 4** provides further detail on the movement of construction traffic to and from the site by appropriate routes.

2.3 Access by Sustainable Modes of Travel

2.3.1 The site is easily accessible on foot, by bicycle, bus and rail services. The location of the site is such that there is a well-established network of pedestrian and cycle routes along key highway links providing good connectivity to destinations throughout Reading as well as nearby bus stops and Reading railway station. This offers construction workers with realistic opportunities to travel to the site by sustainable modes of transport.

2.3.2 The nearest bus stops are located on Friar Street with stops in both directions of travel situated within 50m of the site with additional stops located on Station Road, as well as Blagrove Street which are served by frequent bus routes serving destinations such as Theale, Newbury, Tadley, Arborfield, Wokingham, Shinfield, Caversham, Fleet and Tilehurst.

2.3.3 The site is located approximately 250m from Reading railway station, accessible in a 3-minute walk time. Reading station is served by a vast number of frequent services and is part of the new Elizabeth Line (Crossrail) service. The station provides direct connections to numerous destinations such as Basingstoke, Guildford, Wokingham, Slough, Maidenhead, Newbury and Swindon.

3. Local Policy and Guidance

3.1 Local Construction Traffic Policy Context

3.1.1 Reading Borough Local Plan (2019), under policy TR3, states that *“in determining proposals involving a new or altered access onto the transport network, improvement works to the transport network, the creation of new transport infrastructure or the generation of additional trips on the transport network, consideration will be given to the effect on safety, congestion and the environment”*. The policy also states that *“development will only be permitted where, the proposal would not generate regular movement of heavy goods vehicles (HGVs) on unsuitable roads, or on roads without easy access to the Classified Highway Network”*.

3.1.2 The Reading Borough Council Local Transport Plan 3 (2011-2026) identifies and number so of relevant policies such as *“to promote the use of appropriate freight routes”* and *“to manage the loading and unloading of goods to improve the efficiency and operation of the surrounding network”*.

3.2 Good Practice Guidance

3.2.1 The Department for Transport (DfT) produced the ‘Quiet Deliveries Good Practice Guidance’ in April 2014. This guidance provides best practice principles for the movement of freight and logistics, including construction logistics.

3.2.2 The guidance suggests deliveries / collections should be undertaken outside of the main peak periods. In doing so, the contractor can help to reduce the impact of construction traffic on the local highway network, improve road safety and air quality, reduce carbon emissions and enhance the local community. Practical measures which can be implemented during construction include but are not limited to:

General Guidance

- Using newer and quieter delivery vehicles and equipment;
- Making sure all equipment is in good working order and maintained or modernised (as required);
- Ensure all staff in delivery / collection operations are actively briefed and trained; and

- Ensure all construction supply chain provider are informed of the CTMP and any delivery requirements.

Delivery Point

- Keeping the delivery point well maintained, clear of obstructions and prepared for an expected delivery;
- Consider measures to limit noise – keeping the gates closed when not in use, switching off external tannoy systems, switching off engines when not in use etc; and
- Identifying with supply chain providers appropriate delivery times and ensuring once vehicles arrive, they enter the delivery point as quickly as possible to avoid impacting the highway.

3.2.3 This CTMP has been informed by the policy and guidance noted above and aims to promote best practice sustainable construction methods.

4. Construction Activity

4.1 Access to Site

- 4.1.1 Given the town centre location of the site, there is no designated vehicular access. Therefore, any loading / unloading would be required to take place on-street where it is considered that there is capacity to accommodate and achieve a suitable construction strategy.
- 4.1.2 It is proposed that a construction compound is created on Queen Victoria Street, which would be protected by appropriate hoarding. This would replicate other redevelopment schemes that have taken place in this area recently. This will be outlined and agreed with RBC (along with the appropriate hoarding application and temporary TRO's made to facilitate this) prior to commencement of development and once the Main Contractor is appointed.
- 4.1.3 It is considered that this approach would continue to allow safe access for pedestrians along Queen Victoria Street and requisite signage will be provided. Vehicular access to Queen Victoria Street will also need to be maintained to ensure servicing requirements can continue to be met for existing retailers on Queen Victoria Street.
- 4.1.4 Alternatively, the Main Contractor may consider that construction vehicles pull up kerbside on Friar Street at the entrance to Queen Victoria Street during the periods where the street is designated as pedestrianised and closed to vehicles (6pm – 10am). In this way minimal disruption is caused to the operation of bus services along Friar Street with no requirement to suspend bus stops or divert routes. Any temporary traffic regulations required will be obtained by, and be the responsibility of, the Main Contractor.
- 4.1.5 Outside of the pedestrianised restricted access hours, loading / unloading could take place from Queen Victoria Street. Due consideration will be given to ensuring the banksmen are in place to ensure the safe route of pedestrians utilising Queen Victoria Street at this time and ensuring that the street remains accessible to other vehicles requiring access to neighbouring retail units when required.
- 4.1.6 Once the Main Contractor has been appointed the methodology will be finalised and agreed with RBC as part of the detailed CMTP to be secured by Condition.

4.2 Site Staff

- 4.2.1 The Main Contractor (or representative of) will likely act as the Site Supervisor and oversee demolition and construction activity on-site. This will include managing construction traffic movements in line with this CTMP. The Site Supervisor will liaise with sub-contractors, third-party suppliers and the local community in regard to construction activity throughout the construction programme.
- 4.2.2 The number of construction staff on-site at any one time is yet to be determined, although it is likely to fluctuate over the course of the construction programme.
- 4.2.3 The Main Contractor will make staff aware that there will be no parking available on-site. They will be informed of parking controls on the surrounding roads and encouraged to access the site by sustainable travel modes. As noted in [Section 3](#), the site is readily accessible by existing pedestrian and cycle infrastructure as well as frequent public transport services.
- 4.2.4 Personnel will be encouraged to store their necessary tools and heavy equipment on-site to reduce the need to carry tools etc to and from the site each day.

4.3 Schedule of Works

- 4.3.1 The expected schedule of works will take 12 – 14 months to complete which will include demolition, construction and fit out. A detailed schedule of the works will be confirmed through a further update to the CTMP prior to its implementation to be secured by Condition.

4.4 Construction Activity Time Periods

- 4.4.1 The expected hours of construction activity are:
- Monday – Friday between 08:00 and 18:00 hrs;
 - Saturday 08:00 to 18:00 hrs;
 - No working on Sunday or Bank Holidays.
- 4.4.2 Along with the continued management of construction traffic, deliveries will not be permitted to access the site during the highway network peak hours. These peak hour periods include 08:00 – 09:00 and 16:00 – 18:00 Monday – Friday.

4.5 Delivery / Collection Management

- 4.5.1 Following best practice guidance, a 'turn up and go' management regime will be implemented at the site for deliveries and collections. The Main Contractor will be responsible for the operation of this regime and will inform third-party suppliers that it is in place. This management regime will encourage pre-arranging deliveries and give a specific time window to unload / load so only a single delivery / collection vehicle is at the site at any one time.
- 4.5.2 The Main Contractor will work to pre-plan vehicle movements and schedule pre-arranged delivery slots to ensure that multiple vehicles do not arrive at the site simultaneously.
- 4.5.3 The Main Contractor will be encouraged to utilise the services of freight operators who can demonstrate committed to best practice guidance such as accreditation to the Fleet Operators Recognition Scheme (FORS).
- 4.5.4 All works traffic, including deliveries and site visits will be supervised, managed and policed by trained banksmen. Incoming vehicles will be informed of the site logistics regime by banksmen, who will benefit from the use of radio, enabling forewarning to other site vehicle / plant operatives for all site traffic movements.
- 4.5.5 The use of scaffolding / hording will ensure that suitable and safe pedestrian routes along Queen Victoria Street and Friar Street are maintained at all times and requisite signage / designated walkways are provided for.
- 4.5.6 Any scaffolding / hoarding will ensure that entry to the retail units fronting Queen Victoria Street and Friar Street is accessible at all times in order for these units to continue trading during the construction period. The Main Contractor will be responsible for ensuring the correct licences are applied for.
- 4.5.7 Interaction between pedestrians and vehicles will be further minimised by the use of standard hi-visibility and personal protective equipment and the separation of pedestrian and construction activity by designated physical barriers.

4.6 On-site Material Storage and Security

- 4.6.1 A construction compound will be provided on-site for the duration of the programme which will be used for the storage of materials and plant in addition to the site office and welfare unit.

4.6.2 The site will be secured at all times by a perimeter fence / hording. Access controls to the site during the day will ensure only workers and contractors are allowed to enter the site. The site will be securely locked overnight.

4.7 Main Point of Contact

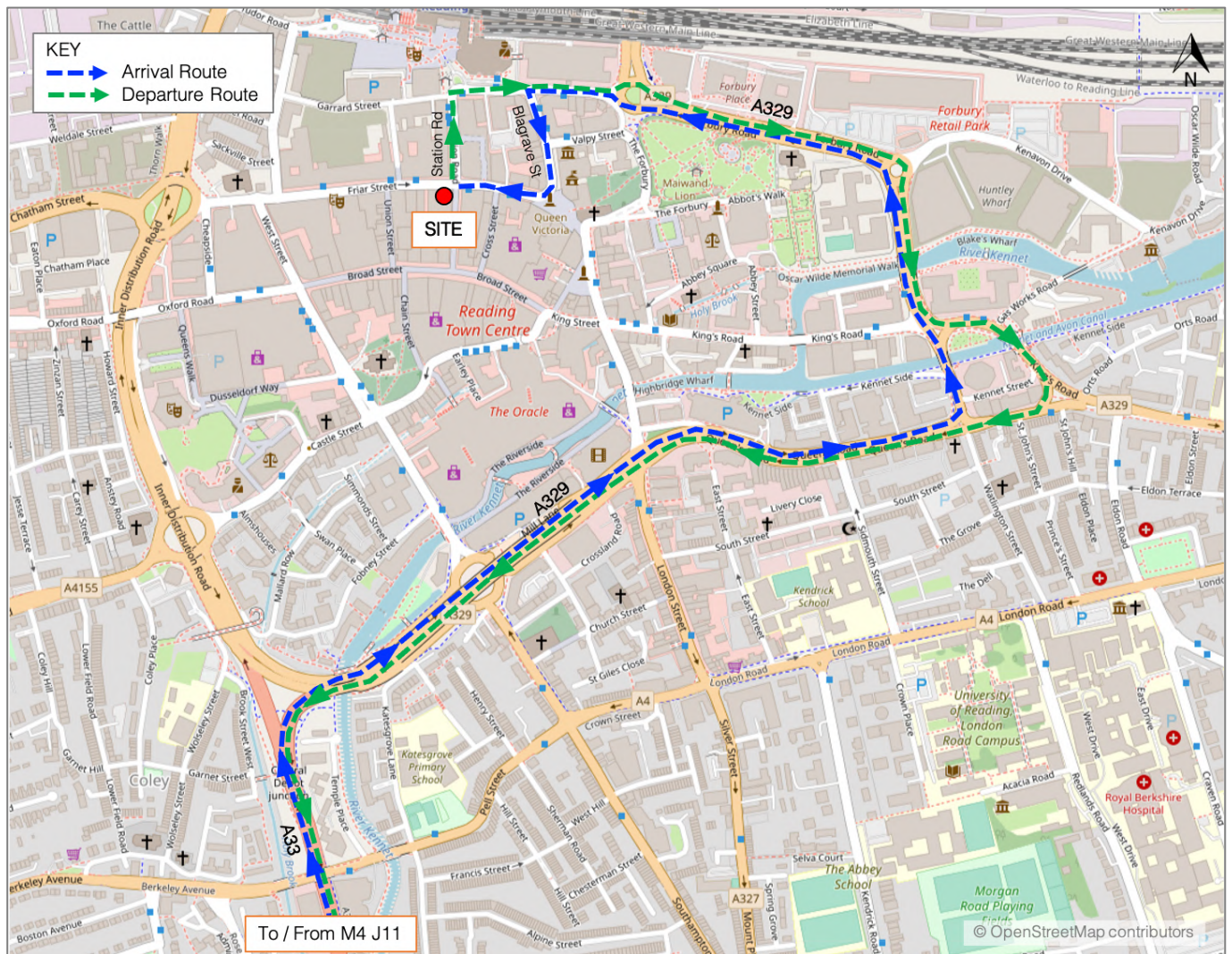
4.7.1 For the duration of the construction programme, the main point of contact in relation to the context of this CTMP will be the appointed Main Contractor or a representative (e.g., Site Supervisor) of the contractor.

5. Construction Traffic Management

5.1 HGV Activity and Routing

- 5.1.1 To manage construction traffic, both LGVs and HGVs accessing the site and ensure traffic does not travel on inappropriate roads, construction vehicle access routes have been identified. These identified routes have been informed by the existing highway conditions, including any restrictions which may impact on the movement of HGVs and the potential types of vehicles to be used during construction.
- 5.1.2 Drivers will be expected to comply with the preferred routing method, and it will be the responsibility of the Main Contractor to communicate the principles of the CTMP with all suppliers.
- 5.1.3 The intention of the identified routes is to provide as direct as possible route to / from the site to the wider strategic road network. the suggested routes should cater for local construction traffic destinations as well as longer distance regional / national construction traffic.
- 5.1.4 The suggested preferred construction routes to and from the site are illustrated in [Figure 5.1](#).
- 5.1.5 The preferred routing for vehicles arriving to the site will be from the M4 Junction 11 and A33. From the A33 vehicles will turn right onto the A329 continuing on to Queen's Road, Watlington Street and Forbury Road. Vehicles will then turn left on to Blagrove Street following the one-way system to Friar Street.
- 5.1.6 The preferred routing for vehicle departing the site will be via Station Road following the one-way system to Forbury Road and heading back on to the A329 and turning left onto the A33 and onwards to the M4 Junction 11.

Figure 5.1 Preferred Routing to / from Site



5.1.7 Consideration will be given to locally planning development works to ensure coordinated management of the local highway and transport networks, such to minimise impact for regular users.

6. Mitigation Measures

6.1 Overview

6.1.1 This section details mitigation measures to minimise the impact of construction activity on the surrounding highway network. these measures will be expected to be implemented by the Main Contractor at the appropriate time in the construction programme and all sub-contractors and construction personnel would be expected to follow the measures.

6.2 General Servicing Best Practice

6.2.1 In accordance with the DfT's best practice on servicing sites, the following practice will be encouraged for all activity at the site:

General Best Practice

- Making sure all equipment is in good working order and maintained to minimise noise;
- Ensuring construction staff involved in delivery activity are briefed and trained appropriately and, where necessary, banksmen are used to managed construction traffic; and
- Ensuring all construction supply chains are aware of the expected best practice measures.

Delivery Management

- Identify timings for deliveries in advance so both the driver and site operatives are prepared for the arrival;
- Seek to ensure that delivery vehicles spend as little time as possible accessing the loading / unloading area, with the use of banksmen to manage vehicle movements; and
- Engines should be switched off immediately when not manoeuvring.

6.3 Local Community Liaison

6.3.1 The site is located a predominantly retail area and shares its boundary with a number of neighbouring retail and residential properties. The Main Contractor will endeavour to minimise the impact on the surrounding area throughout the duration of the construction programme. Site information will be posted on the security hording which will include the contact details of the Main Contractor who local businesses and residents can utilise to raise any comments or concerns. Posted contact details will include a 24-hour point of contact.

6.4 Wheel Washing and Dust Management

6.4.1 Mitigation measures to manage dust and spoil on the highway will be put in place. The Main Contractor will ensure best practice guidance is followed to help ensure the impact of construction activity is minimised.

6.4.2 Queen Victoria Street and Friar Street will be kept clear of mud and debris throughout the programme. Construction vehicles will have their load covered (where necessary) and the wheels of vehicles will upon departure, where appropriate.

6.4.3 Additionally, damping down of an area of the site will be carried out if and when a dust pollution source is anticipated. An adequate water supplied with sufficient hoses to reach all parts of the site will be available on-site to enable damping down operations.

6.5 Noise and Vibration Management

6.5.1 The Main Contractor will ensure mitigation measures are put in place to minimise the impact of noise and vibrations during the construction activity. Following best practice guidance, machinery used on-site should be in good working condition and well maintained.

6.5.2 Where appropriate, machinery will be fitted with silencers, mufflers or acoustic covers. When a vehicle is stationary its engine will be turned off for the during of the loading / unloading, unless the engine is required for hydraulics work.

6.6 Waste Management Plan

- 6.6.1 A site waste management plan is to be developed for the construction programme. This will be undertaken by the Main Contractor. The plan will ensure all waste is handled efficiently and managed appropriately, disposed of legally and waste streams reduced.
- 6.6.2 Where possible waste will be re-used on site to help reduce the requirement for new material to be delivered to site.
- 6.6.3 The removal of waste will be pre-planned and consolidated to help reduce the potential number of waste-related vehicle movements.

7. Summary

7.1 Overview

7.1.1 This Framework Construction Traffic Management Plan (CTMP) has been prepared by mode transport planning (mode) on behalf of Thackeray Estates. It accompanies a planning application for the redevelopment of 1-15 Queen Victoria Street and 146-147 Friar Street, Reading.

7.1.2 The CTMP outlines methods to keep construction vehicle activity in an efficient and manageable number of journeys to and from the site.

7.1.3 The principal issues addressed within the Framework CTMP are as follows:

- General good practice guidance;
- Means of access, including sustainable travel opportunities for site staff;
- Management and operation of construction / delivery vehicles along with hours of operation;
- Routing of construction traffic and delivery vehicles; and
- Proposed mitigation measures to manage the impact of construction activity throughout the programme.

7.1.4 Once the Main Contractor has been appointed the construction strategy will be finalised and agreed with RBC as part of the detailed CMTP to be secured by Condition.

7.1.5 This Framework CTMP aims to minimise the impact of construction vehicle movements in line with guidance published by the DfT and RBC.

APPENDICES

APPENDIX A

Site Layout

Notes:

1. Proposed layout is subject to measured survey.

00	09.12.20	Design Issue
01	15.12.20	Aparthotel BOH and Plant Room Layout added
02	08.01.21	Layout amended

REV.	DATE	ISSUE
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QUEEN VICTORIA ST
1- 15 Queen Victoria St
Reading RG1 1SY

Proposed
Basement Floor Plan
OPTION 6 (Base Scheme)

STATUS		SIZE
Design		A1
PROJECT NO.	DRAWING NO.	REV.
20357	SK6.109	D2

Notes:

1. Specialist advice is required to confirm the fire strategy and escape distances.

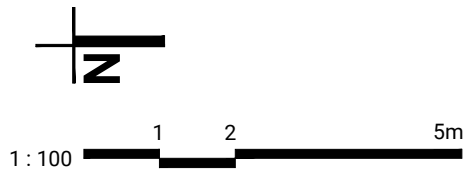
D0	05.08.20	Design issue
D1	06.08.20	Amendments following client comments
D2	14.08.20	Heritage comments incorporated
		Stair location altered
D3	04.09.20	
D4	15.09.20	Client Alterations
D5	09.12.20	Client Alterations, Risers added
D6	08.01.21	Stair added in Retail Unit 5
REV.	DATE	ISSUE

QUEEN VICTORIA ST
1- 15 Queen Victoria St
Reading RG1 1SY

Proposed
Ground Floor Plan
OPTION 6 (Base Scheme)

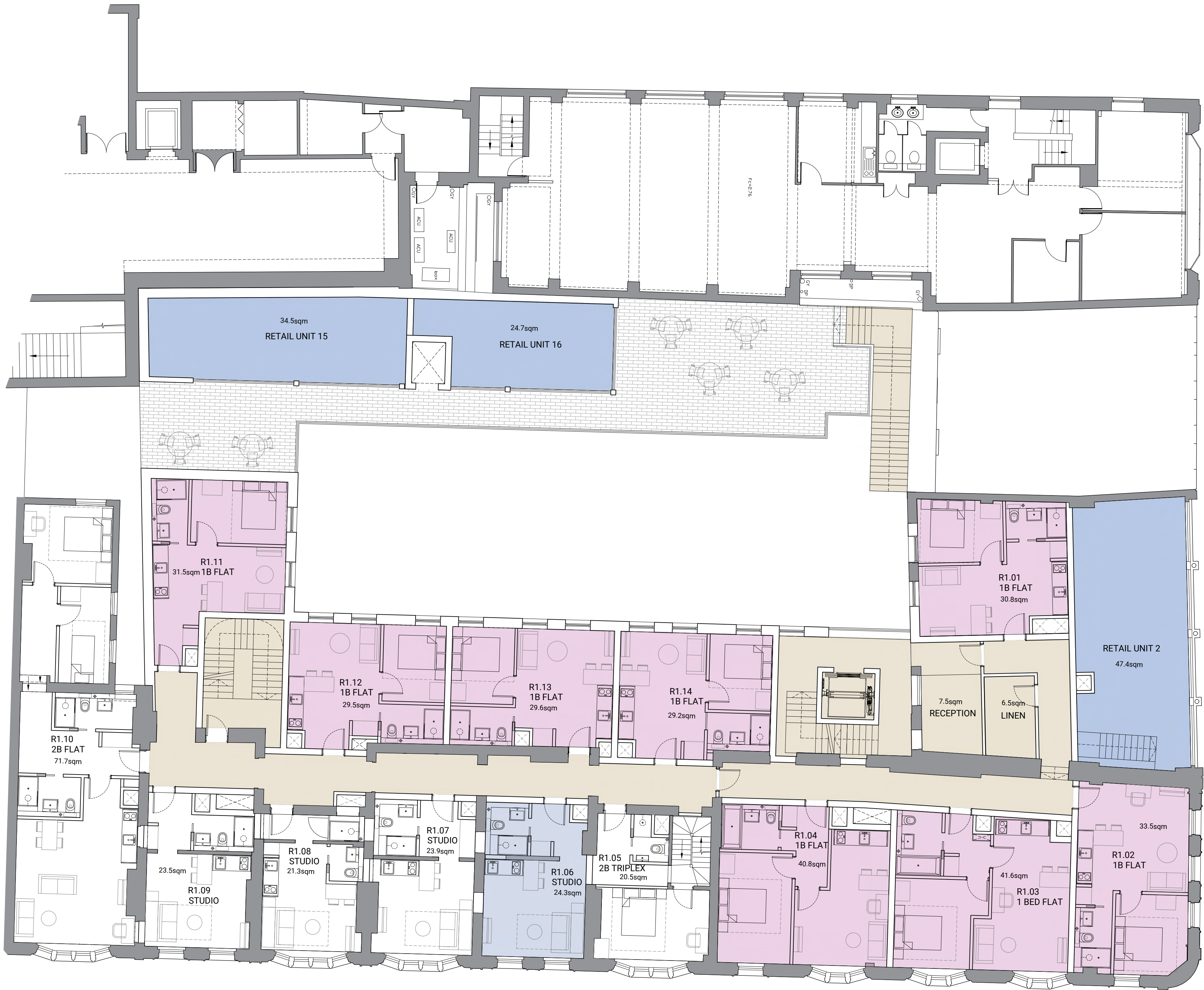
STATUS		SIZE
Design		A1
PROJECT NO.	DRAWING NO.	REV.
20357	SK6.110	D6

frost.



Notes:

1. Specialist advice is required to confirm the fire strategy and escape distances.



D0	05.08.20	Design issue
D1	06.08.20	Amendments following client comments
D2	14.08.20	Heritage comments incorporated Stair location altered
D3	04.09.20	
D4	15.09.20	Client Alterations
D5	04.12.20	Flat layouts added
D6	07.12.20	Flat layouts amended
D7	08.01.21	Minor amendments

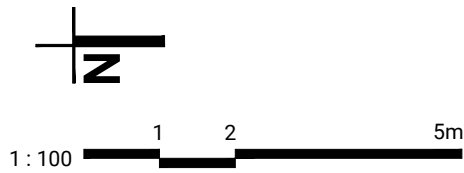
REV.	DATE	ISSUE
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QUEEN VICTORIA ST
1- 15 Queen Victoria St
Reading RG1 1SY

Proposed
First Floor Plan
OPTION 6 (Base Scheme)

STATUS		SIZE
Design		A1

PROJECT NO.	DRAWING NO.	REV.
20357	SK6.111	D7



Notes:

1. Specialist advice is required to confirm the fire strategy and escape distances.



D0	05.08.20	Design issue
D1	06.08.20	Amendments following client comments
D2	14.08.20	Heritage comments incorporated
		Stair location altered
D3	04.09.20	
D4	04.12.20	Flat layouts added
D5	07.12.20	Flat layouts amended
D7	08.01.21	Minor amendments

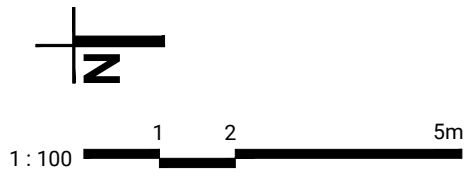
REV.	DATE	ISSUE
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QUEEN VICTORIA ST
1- 15 Queen Victoria St
Reading RG1 1SY

Proposed
Second Floor Plan
OPTION 6 (Base Scheme)

STATUS	SIZE
Design	A1

PROJECT NO.	DRAWING NO.	REV.
20357	SK6.112	D6



Notes:

1. Specialist advice is required to confirm the fire strategy and escape distances.



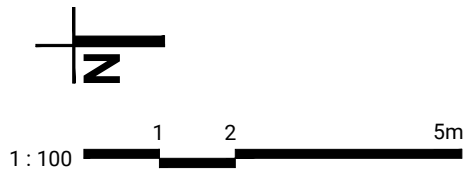
D0	05.08.20	Design issue
D1	06.08.20	Amendments following client comments
D2	14.08.20	Heritage comments incorporated
		Stair location altered
D3	04.09.20	
D4	04.12.20	Flat layouts added
D5	07.12.20	Flat layouts amended
D6	08.01.21	Flat layouts amended

REV.	DATE	ISSUE
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QUEEN VICTORIA ST
1- 15 Queen Victoria St
Reading RG1 1SY

Proposed
Third Floor Plan
OPTION 6 (Base Scheme)

STATUS		SIZE
Design		A1
PROJECT NO.	DRAWING NO.	REV.
20357	SK6.113	D6





keep up with mode:



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Manchester
☎ 0161 464 9495

Reading
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