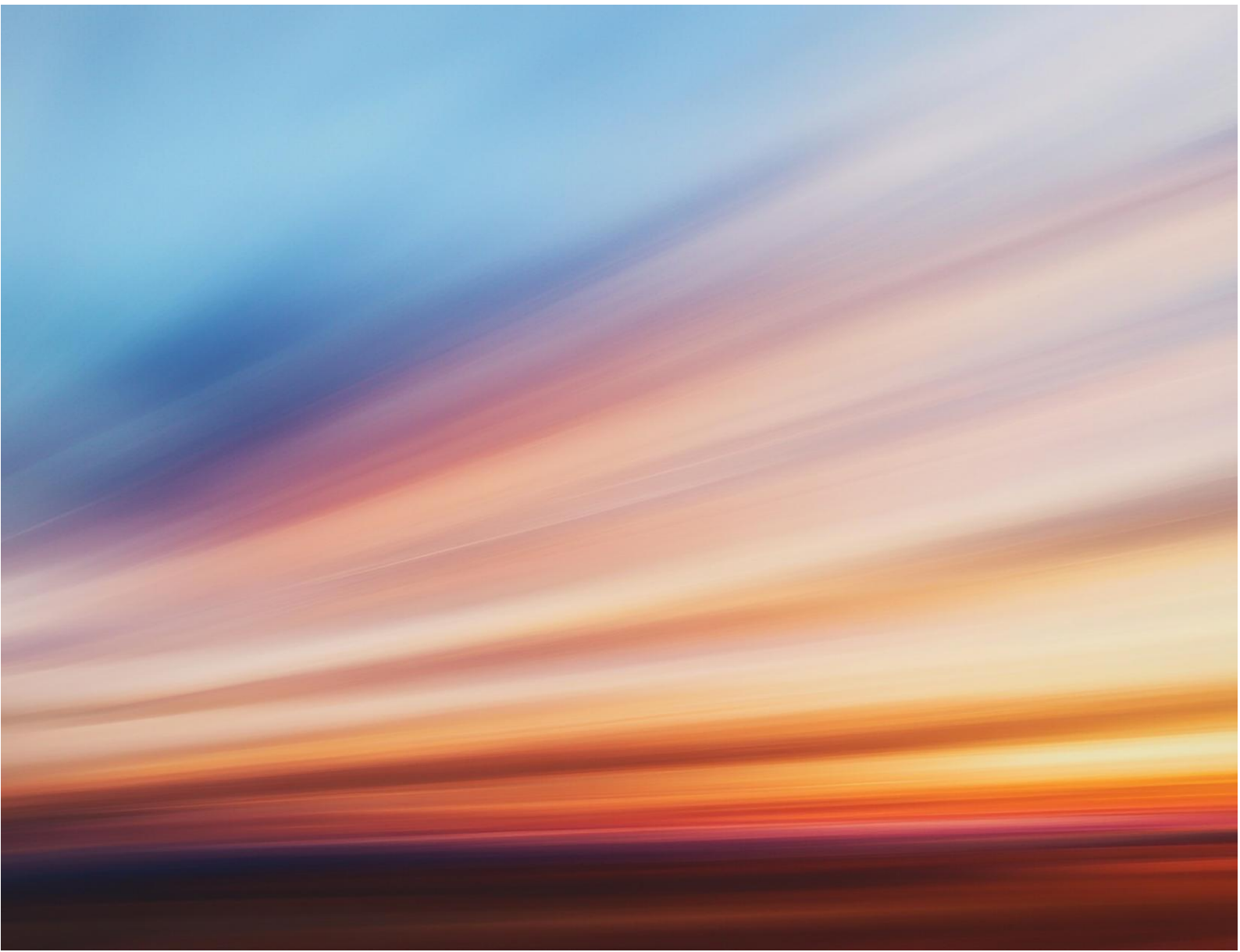


Mylen Leah Solar Farm
Preliminary Environmental
Information Report (PEIR)

Volume 3

Appendix 14.2: Outline Construction
Traffic Management Plan

April 2026



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1. Introduction

1.1 Purpose of the Plan

1.1.1 This Outline Construction Traffic Management Plan (Outline CTMP) has been prepared by Pell Frischmann Consultants Limited on behalf of Mylen Leah Solar Limited (a company wholly owned by Statkraft UK Limited) ('the Applicant') to review the construction transport access management in relation to the Development Consent Order (DCO) Application for the construction and operation of Mylen Leah Solar Farm.

1.2 Mylen Leah Solar Farm

1.2.1 Mylen Leah Solar Farm comprises the construction, operation and decommissioning of Solar photovoltaic ('PV') development, together with associated infrastructure and an underground cable connection to the existing National Grid Thornton Substation.

1.2.2 Mylen Leah Solar Farm will include a generating station with a total exporting capacity exceeding 100 megawatts ('MW'). The agreed grid connection for Mylen Leah Solar Farm will allow the export of electricity to the grid.

1.2.3 The location of Mylen Leah Solar Farm is shown on **Volume 2, Figure 2.1: Location Plan**.

1.2.4 The principal components of Mylen Leah Solar Farm includes:

- Ground mounted solar photovoltaic generating station, incorporating solar PV modules, mounting structures, inverters, transformers and switchgear and cabling;
- Onsite substation compound(s);
- Safety equipment and parking for operation and maintenance team;
- Storage containers;
- Welfare facilities;
- Works to lay electrical cables and associated infrastructure, including cable trenches and protection, jointing pits;
- Temporary construction compounds, with associated parking for construction team, welfare facilities, temporary construction laydown areas and access tracks;
- Works to facilitate access including, where necessary, culverts for any crossings of ditches and streams;
- Areas for habitat management and biodiversity enhancement;
- Ancillary infrastructure works including cables, CCTV and security equipment, fencing, landscaping, tracks, vehicle parking, earthworks, surface water management, temporary footpath diversions and any other works identified as necessary to enable the development; and
- Highways works to facilitate access for construction vehicles.

1.3 Structure of this Plan

1.3.1 Following this introduction, the Outline CTMP is structured as follows:

- Access Strategy;
- Access Arrangements and Permits;
- Proposed Traffic Management Measures;
- AIL Traffic Management Measures;
- Onsite Access Management Measures;
- Construction Traffic Management Plan (CTMP) Management; and
- Summary.

1.4 Legislation and Planning Policy

1.4.1 Consideration has been given to national and local policy and guidance relevant to this assessment. The policy and guidance documents considered within this assessment are as follows:

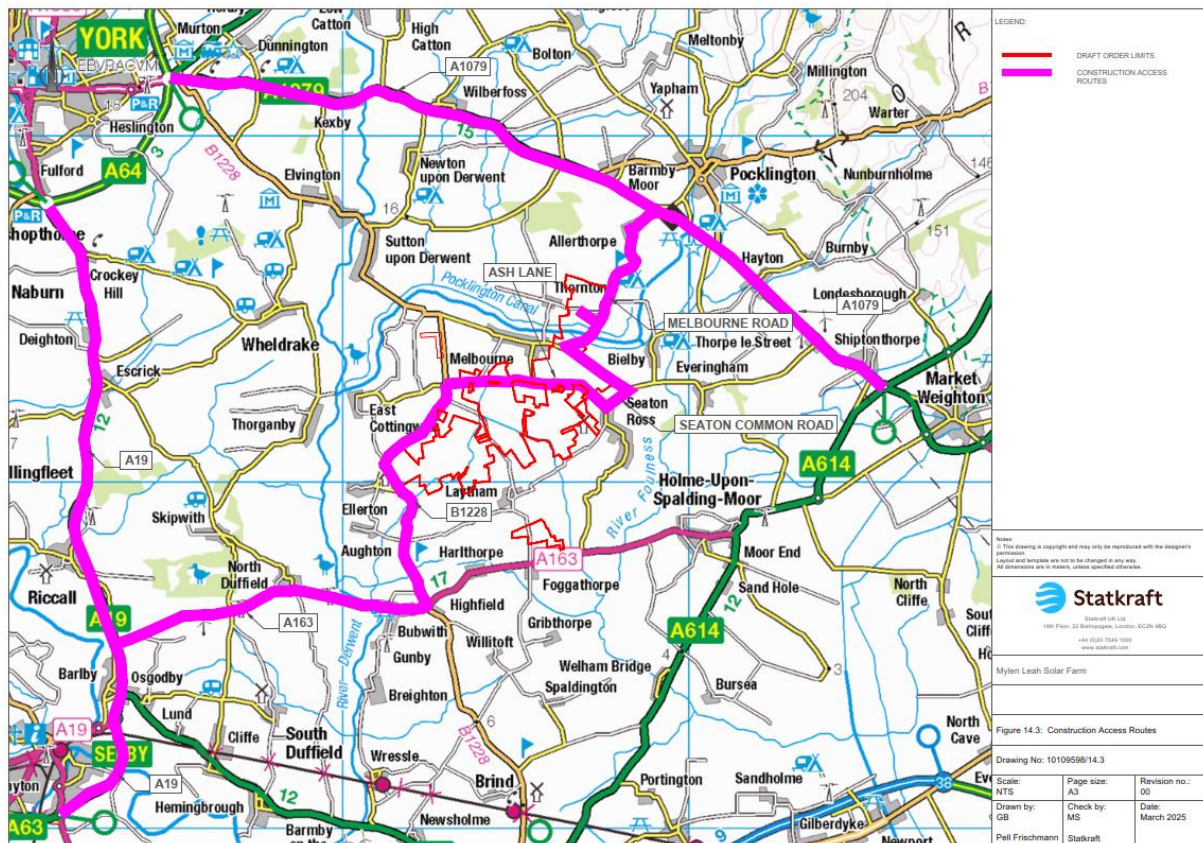
- Planning Practice Guidance “Travel Plans, Transport Assessments and Statements”¹.

2. Access Strategy

2.1 Construction Traffic

2.1.1 Construction traffic will predominantly approach the Site from the west. Deliveries for construction materials will be made by Heavy Goods Vehicle (HGV) and Light Goods Vehicles. The majority of construction traffic will approach from the west via the A19, A163 and B1228. Limited numbers of deliveries and staff may also access from the A1078 corridor, located to the northeast. The proposed access routes are illustrated in Figure 1.

Figure 1: Proposed Access Strategy



2.2 Abnormal Loads

2.2.1 All traffic will access the site from the west and will enter Mysten Leah Solar Farm via Junction A on the B1228. The AIL loads will then use the internal access track network to access the substation area.

2.2.2 It is expected that AIL traffic associated with the transport of Transformer components will commence the Port of Goole and will proceed to the Site via the following route:

- Loads will depart the Port and will enter the A161 Normandy Way;
- Loads will join the M62 at Junction 36 and will proceed northbound;
- Loads will depart the M62 at Junction 37 and will join the A614 northbound;

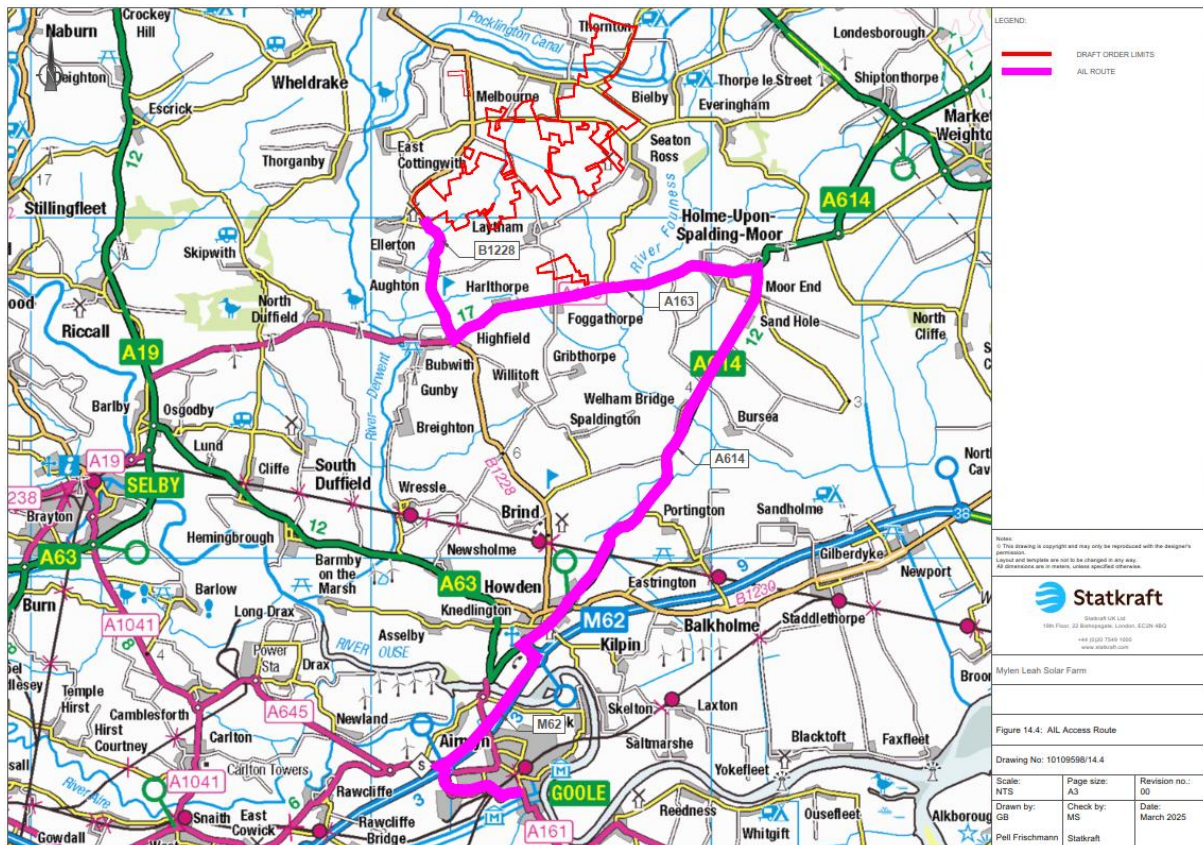
Mylen Leah Solar Farm

- Loads will bypass Howden using the A614 northbound;
- Loads will depart the A19 at Holme-on-Spalding-Moor, where they will proceed westbound on the A163; and
- At Highfield, loads will turn right and will join the B1228 northbound. Loads will continue on the B1228 through to Access A. At the access junction, loads will turn right into the site access junction and will use the internal access track network to enable delivery to the substation location.

2.2.3 A detailed AIL Route Survey of the access route will be undertaken and will be provided in the final application package as a Technical Appendix to the Transport Assessment.

2.2.4 The proposed AIL access route is illustrated in Figure 2.

Figure 2: Proposed AIL Access Route



2.3 Barred routes

2.3.1 HGV traffic will not be allowed to travel through or access the Site passing through the following settlements:

- Melbourne;
- Seaton Ross;
- Laytham;
- East Claydon; and

- Foggathorpe (excluding AIL deliveries).

2.3.2 The access routes through these settlements are not considered suitable for HGV construction traffic and traffic will be regulated and controlled to ensure that these routes are not used. Further details of the control measures are provided in later sections of this plan.

2.3.3 AIL traffic can only proceed on the route set in the BE16 Special Order and Movement Orders issued by National Highways. In addition, all AIL loads are to be escorted by the Police and a civilian escort.

2.4 Proposed operational and maintenance access strategy

2.4.1 During the operational phase of Mylen Leah Solar Farm , it is anticipated that the trip generation associated with the maintenance will be minimal and that occasional access by LGV or 4x4 vehicles will be required.

2.5 Proposed decommissioning access strategy

2.5.1 At the end of the operational life of Mylen Leah Solar Farm , the Solar PV modules and all associated above ground equipment will be completely removed in line with a Decommissioning Environmental Management Plan (DEMP) to be approved by the relevant authorities prior to the Site being restored.

2.5.2 At this stage, it is not possible to accurately forecast the traffic impacts during the decommissioning phase, as projections of the baseline data into the future will not be accurate.

2.5.3 The levels of traffic associated with the decommissioning of Mylen Leah Solar Farm will be less than that during construction since some of the below ground elements will be left in situ and the internal access tracks may be retained for use by the landowners, as detailed in a future Decommissioning Statement.

2.5.4 To protect future stakeholders, it is proposed that a Decommissioning Traffic Management Plan (DTMP) is prepared prior to decommissioning works commencing and that this is secured via a DCO requirement.

3. Access Arrangements and Permits

3.1 Access Junctions

3.1.1 Access to Mylen Leah Solar Farm will be taken from five principal access junctions as noted in **Figure 14.2 of Volume 2**. These are:

- Junction A: Access point for the west of Mylen Leah Solar Farm and Abnormal Indivisible Load (AIL) traffic, located on the B1228;
- Junction B: Located on Main Road and will only be a crossing point between Land Parcels B and C . No construction traffic will travel the length of Main Road. This connection is for AIL access between parcels, general construction access and cabling. It will not be a principal construction access point;
- Junction C: Access point for the north of Land Parcel C of Mylen Leah Solar Farm, located on the C Class road, Ash Lane, between the B1228 and Kidd Lane junctions;
- Junction D: Access point for the majority of Land Parcel C, located on Ash Lane between the junctions of Kidd Lane and Campey Lane. The potential for AIL access will be considered at the detailed design stage; and
- Junction E: Access point Land Parcel D, located on Ash Lane near the existing access junction for Melbourne Raceway.

3.1.2 All access junctions will be permanent and will be used throughout the lifetime of Mylen Leah Solar Farm .

3.1.3 Vegetation within the visibility splays will be trimmed to ensure sufficient sight lines for vehicles using the access junctions.

3.1.4 The access junctions will be signed to clearly indicate the point of access to the Site. Signage will also be located on the Site access roads directing all traffic to proceed back onto the B1228 using the route used to access the Site.

3.1.5 The access junctions will be constructed to ensure that access along the B1228 and Ash Lane are not curtailed during the construction of the access junctions. The Site Manager will implement appropriate measures, to ensure that there will be no verge parking by staff working at the Site.

3.2 Timing and Permitting

3.2.1 The indicative construction traffic programme indicates that construction will occur on a five and half day week, for a 36 month construction period. Construction deliveries and loading/unloading during this period will be restricted to between the hours of 07:00-19:00 on Monday to Friday and 08:00-13:00 on Saturday. These hours will be secured by the draft DCO through the Outline Construction Environmental Management Plan (Outline CEMP).

3.2.2 The timing of AIL convoy movements will be confirmed with the Police prior to deliveries commencing. The Police have previously advised for projects

that their preference is for loads to depart ports in the early evening to avoid peak traffic flows.

- 3.2.3 The Principal Contractor will liaise with East Riding of Yorkshire Council (ERYC) to prepare a diary for local community events such as village fetes, farmer's markets, etc. Where possible, HGV traffic flows will avoid moving on these days.
- 3.2.4 The implementation of the access junction works and any associated mitigation works on the public road network required to allow access for the AIL and HGV deliveries will be subject to a technical approval process. These applications will be prepared following consent.
- 3.2.5 The BE16 abnormal load permits and movement orders will be submitted using National Highways Electronic Service Delivery for Abnormal Loads system. Permits and orders relating to these will be obtained by the haulier undertaking the transport of AIL components.

3.3 Road Closures

- 3.3.1 No public roads will need to be closed solely as a result of the activities associated with the construction of Mylen Leah Solar Farm .
- 3.3.2 Lane closures will be required to construct the access junctions in a safe and efficient manner. One lane will be coned off and controlled by traffic signals when the junctions are being constructed.
- 3.3.3 These works will be temporary in nature and short-lived. They will not exceed 50 metres (m) in length and will not result in full road closures, diversion or significant delays.
- 3.3.4 As soon as the junctions are complete, the traffic signals and lane restrictions will be removed. The areas indicated for lane closures will be shown on the Traffic Regulation Plans to be prepared for DCO submission.

4. Proposed Traffic Management Measures

4.1 Traffic Management Group

- 4.1.1 The traffic management proposals in this plan will be provided to the Principal Contractor and they will be required to abide by these regulations as part of their commercial contracts with the Applicant. Failure to follow the traffic management measures proposed will be a non-compliance matter and could result in contractors being subject to penalties and individual sanctions.
- 4.1.2 To assist with general traffic management during the construction period, it is proposed that a Traffic Management Group (a potential subgroup of the Community Liaison Group) be formed to help advise of progress, issues and to feedback public comments. The suggested structure of this group will likely include the following:
- Local Road Manager from ERYC;
 - Local ward elected members;
 - A representative from each of the neighbouring Parish Councils;
 - A representative from the Police;
 - The Site Manager;
 - The CTMP Co-ordinator; and
 - A senior member from the Applicant's development team.
- 4.1.3 This subgroup of the Community Liaison Group will help co-ordinate works and provide a robust conduit for information and issues that may arise. It is suggested that it will meet as a minimum, every two months during the construction period, although specific construction activities may warrant changes in frequency over that time.
- 4.1.4 Pages with information about the construction of Mylen Leah Solar Farm will be available on the Mylen Leah Solar Farm website. These will be updated throughout the construction period. If visitors to the website are unable to find the answer to their question on the webpages, an email address will be provided on the Mylen Leah Solar Farm website to contact the Applicant. A telephone number for the CTMP Co-ordinator will be published to resolve any issues that arise with any traffic management problems that occur. These calls will be logged and reported to the Applicant on a weekly basis to monitor the situation.
- 4.1.5 All contractors will be monitored through regular spot-checks to ensure they follow the approved access routes. Access routes identified will be clearly defined in all sub-contracts and signposted.
- 4.1.6 The Site access junctions will be kept clear at all times during construction and will be monitored by on-site staff to ensure vehicles do not attempt to use the area for parking.
- 4.1.7 Use of a visible vehicle identification system for regular bulk delivery HGV traffic will be employed to ensure compliance with the agreed route and driver behaviour standards. The system will feature a large print number attached to the front, sides, and rear of vehicles and will be unique to that

HGV. This will allow the public to identify any rogue vehicles to the Site office for easy recognition and review. The visible identifier will be mandatory and required for trips to and from the construction Site.

- 4.1.8 To help enforce good behaviour, the Applicant will require regular HGV traffic to have Global Positioning System (GPS) trackers fitted and will also arrange spot checks and tachograph inspections. These will help the Applicant enforce and provide evidence of any issues that may occur, so that actions can be undertaken and the public informed.
- 4.1.9 The Applicant will also create a protocol for working with local businesses to ensure the construction traffic does not interfere with deliveries or normal business traffic wherever possible.
- 4.1.10 The following measures will be provided to assist in managing traffic across the study area road network.

4.2 Contractor Selection & CLOCS

- 4.2.1 The Principal Contractor working on the Site will be required to adhere to the Considerate Constructors Scheme and Construction Logistics and Community Safety best practice guidance². This will be a mandatory requirement and failure to adhere will be a contractual matter.
- 4.2.2 The Principal Contractor will be required to ensure that all subcontractors are compliant to CLOCS principals. Regular audits by the Applicant will be undertaken to monitor compliance and require changes, if necessary.
- 4.2.3 CLOCS is a national standard that requires all stakeholders in construction to take responsibility for health & safety beyond construction Site boundaries. It demands collaborative action to prevent collisions between vehicles servicing construction projects and vulnerable road users.
- 4.2.4 The CLOCS standards require the following from all key partners working on Mylen Leah Solar Farm:
- 4.2.5 The Applicant shall:
 - Specify in tender and contract documents for all stakeholders to comply to the CLOCS Standard;
 - Ensure the project team develops and implements a suitable and sufficient Construction Logistics Plan;
 - Ensure effective monitoring of compliance to the CLOCS Standard;
 - Obtain and monitor the contractor's action plan to address all identified issues and non-compliances; and
 - Ensure that all collisions that result in harm (and near-miss incidents) that occur on journeys associated with the project are quickly investigated and actions taken to prevent recurrence.
- 4.2.6 The Principal Contractor shall:
 - Ensure the project's potential impact on the community has been properly risk-assessed;

- Develop and/or implement the agreed CLP and ensure it remains suitable and sufficient;
- Contractors to procure Site and fleet operations that comply to the requirements of the CLOCS Standard;
- Ensure Site arrangements enable the safest fleet operations including but not limited to, 'last mile' routing, level access/egress, stable loading/unloading areas, effective delivery management systems and competent Site access traffic marshals;
- Ensure effective and efficient Site access gate checks of HGV and their drivers to ensure they always comply to the CLOCS Standard. Non-compliances must be immediately risk-assessed, appropriately mitigated and addressed through procurement processes;
- Ensure effective independent monitoring of the project's compliance with the CLOCS Standard is undertaken approximately every six months and appropriate action taken to address non-compliance; and
- Review information on all collisions that result in harm (and near-miss incidents) that occur on journeys associated with the project and ensure they are quickly investigated and actions taken to prevent recurrence.

4.2.7 Vehicle operators (above 3.5 tonnes) working at the Site shall:

- Ensure all journeys meet the requirements described as Silver in the Fleet Operator Recognition Scheme Standard (by addressing key management, driver, vehicle and operations issues);
- Provide acceptable evidence of compliance as defined / specified by each procurer through formal accreditation through FORS or equivalent; and
- Amongst other issues it:
 - Provides evidence of a quality fleet operation;
 - Helps with selection of the most effective safety equipment;
 - Ensures drivers receive appropriate supplementary training;
 - Requires the collection and reporting of collision data to inform 'lessons to be learned' – reporting to Clients/Principal Contractors were procured to do so; and
 - Reduces risk to protect drivers and commercial reputation provides competitive advantage when bidding for work and opportunity to influence client procurement.

4.2.8 The use of CLOCS will help protect all road users from harm, both within and outside of Mylen Leah Solar Farm.

4.3 General Measures

4.3.1 Wherever reasonably possible, it is proposed to use local suppliers such as quarries and concrete works to help minimise traffic levels on the network. Upon selection of the Principal Contractor, wider area routing information

(routes to join the A19) will be made available and final numbers of traffic movements confirmed.

4.3.2 The following measures will be implemented through the CTMP during the construction phase:

- Contractual requirements to ensure that all contractors will only use the agreed access route;
- Direction signage signposting traffic on the agreed access route and access junction;
- Identification numbers on HGV vehicles that regularly visit site to allow easy recognition. These to be of a unique design and to be installed on the sides and rear of all HGV accessing the Site, for journeys to and from the Site;
- Providing the public with details of how to report use of unapproved routes or driving issues of concern;
- Using GPS trackers to allow the monitoring of all frequent bulk material delivery HGV movements;
- Setting out Site staff disciplinary measures for those who ignore the agreed access route and enforcing these throughout the construction period;
- All regular bulk delivery HGV and full time Site vehicles will feature “white noise” reversing warning devices to reduce noise disruption when on Site;
- All materials delivery lorries (dry materials) will be sheeted to reduce dust and stop spillage on public roads;
- Specific training and disciplinary measures will be established to ensure the highest standards are maintained to prevent construction vehicles from carrying mud and debris onto the carriageway;
- Wheel cleaning facilities will be established at the Site entrances. A road sweeper will also be provided at Site to ensure that the public road near the Site access junctions is kept clean;
- A 30 miles per hour (mph) speed limit will apply to all HGV deliveries being made to Site on Ash Lane and Seaton Common Lane;
- Site induction for all staff instructing them on what route to Site they can use to enter and exit the Site and obtaining their acknowledgement that there is only one approved access route for construction traffic. The induction will include:
 - A tool box talk safety briefing;
 - The need for appropriate care and speed control;
 - A briefing on driver speed reduction agreements (to slow Site traffic at sensitive locations through towns and villages on the route); and
 - Identification of the required access routes and access junction operation and the controls to ensure no departure from these routes.

- Pollution reduction measures including the following:
 - Requiring traffic on site to switch off when stationary;
 - Ensuring that contractors use plant and vehicles that meet or exceed the latest emission standards;
 - Promote the use of sustainable fuels where possible and use electric vehicles wherever possible to reduce emissions; and
 - Promote travel planning to help reduce private car access to an absolute minimum.

4.4 Road Signage

4.4.1 A junction signage strategy will be prepared and agreed with ERYC prior to works commencing. The strategy will include the following:

- Direction signage to ensure vehicles keep to the approved route from the A19;
- Site access signage to advise other road users of increased movements at the junction;
- Chapter 8 (Traffic Signs Manual) “Slow Down” signage along the access route from the A163; and
- AIL specific signage.

4.4.2 Regular maintenance will be undertaken at the sign locations to keep the plates clean, check for damage and to ensure that verge vegetation does not obscure them.

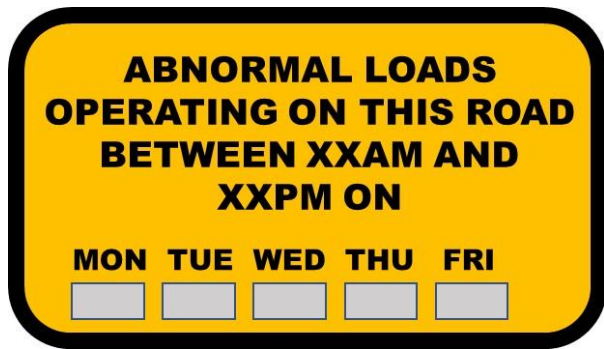
4.4.3 In addition to the statutory road signage noted around the Site access junctions, further information signage will be provided to assist road users especially during AIL deliveries. Advance warning signs will be installed at the following locations on the road network:

- On the A614 and A163 at locations agreed with the ERYC; and
- On the B1228.

4.4.4 Information signage could be installed to help assist drivers and an example is illustrated in Figure 3. Flip up panels (shown in grey) will be used to mask over days where convoys will not be operating. When no convoys are moving, the sign will be covered by the Traffic Management contractor (employed by the Principal Contractor).

4.4.5 This signage will assist in helping improve driver information and allow other road users to consider alternative routes or times for their journey (where such options exist).

Figure 3: Proposed ALL Signage



4.5 HGV Vehicle Requirements

4.5.1 To ensure the highest standards of safety for all road users and contractors, all HGVs frequently arriving at Site shall be required to comply with the following standards:

- Prominent hazard warning signage, advising other road users not to get too close to the vehicle;
- A camera system for blind spots;
- Audible or visual front nearside driver alerts;
- Audible nearside left turn warning;
- Reversing external warning; and
- A Mobile Digital Recorder capable of storing two weeks' worth of data, which may be viewed by the Principal Contractor on a 'just cause' basis.

4.6 Wear & Tear Agreement

- 4.6.1 A legal agreement with ERYC is suggested to cover the cost of abnormal wear and tear on the road network between the A163 and the Site access junctions. This will be agreed with ERYC following the granting of the DCO.
- 4.6.2 The wear and tear agreement will address concerns about possible damage to the public road, verges and structures. It will be based upon condition surveys of the road to ensure that the condition of the road does not deteriorate solely as a result of the construction works.
- 4.6.3 Video footage of the pre-construction phase condition of the proposed access route will be recorded to provide a baseline of the state of the road prior to any construction work commencing. This High Definition (HD) baseline review will inform any change in the road condition during the construction stage of Mylen Leah Solar Farm as it notes the existing condition of the road surface and features and details current condition.
- 4.6.4 The condition survey will feature still images from the survey and will measure specific defects to monitor their progression. Locations of points will be accurately logged using a GPS tracker.

- 4.6.5 To agree the current condition of the road, the condition survey will be agreed with the Council prior to construction works commencing.
- 4.6.6 Any immediate necessary repairs will be coordinated with the Council. Any damage caused by traffic associated with Mylen Leah Solar Farm , during the construction period that will be hazardous to public traffic, will be repaired immediately.
- 4.6.7 During construction activities, a general road wear and tear review will be undertaken with ERYC every three months during construction. Interim reviews will be undertaken by the Principal Contractor on a weekly basis and the progress reports issued to the Applicant.
- 4.6.8 Any damage to road infrastructure caused directly by construction traffic will be made good, and street furniture that is removed on a temporary basis will be fully reinstated.
- 4.6.9 There will be a regular road edge review and any construction debris and mud will be removed from the public carriageway in the vicinity of the access junctions to keep the road clean and safe during the initial months of construction activity, until the construction junction and immediate access track works are complete.
- 4.6.10 Where defects occur on the road network leading from the A163, the Principal Contractor will ensure that they maintain a stockpile of road repair material on Site to undertake repair works quickly and efficiently, when authorised by ERYC to undertake interventions.
- 4.6.11 Upon completion of construction activities, a follow-on condition review will be undertaken and a defects list prepared. Works required to reinstate the road back to its original condition will be undertaken at the Applicant's expense following a review by ERYC.
- 4.6.12 Where there are cases where defects will need to be addressed quickly, the contractor can have arrangements in place to respond to serious and significant defects within an agreed period.

4.7 Turning Facilities & Banksmen

- 4.7.1 For safety reasons both on Site and for other road users, the Site has been designed so all vehicles can enter and exit the Site in a forward gear at all access junctions. No vehicle shall reverse onto unmanaged public roads and shall enter/exit the Site using forward gear only.
- 4.7.2 A banksman will be provided at each Site access to help guide traffic within the Site and to ensure health and safety access for the Site. The banksman will be in radio contact with the wider Site compound to advise of movements to and from the Site.
- 4.7.3 Upon completion of construction works, gates will be provided on the access junctions. The gate will be set back 18m from the public road to ensure that future maintenance HGV vehicles can stop at the gate without blocking the public road.

4.8 On-site parking

- 4.8.1 During the construction works, parking will be provided in designated areas and all Site operatives and visitors will be subject to Site rules. No parking will be permitted on the public road verges.
- 4.8.2 Once operational, parking will only be permitted in designated areas and all operatives will be required to reverse park at all times. An appropriate number of standard parking spaces and one disabled parking space will be provided adjacent to the control building for use during operation. The proposed parking provisions for the whole of the Site have been developed from operational experience of similar sized projects..

4.9 Staff Travel Plan

- 4.9.1 A Staff Travel Plan will be developed in the CTMP, to manage the arrival and departure profile of construction staff and to encourage sustainable modes of transport, especially car-sharing.
- 4.9.2 An Outline Staff Travel Plan is provided in Annex A of the Outline CTMP.

4.10 Non-motorised road users

Pedestrians and cyclists

- 4.10.1 There are no footways or street lighting on either side of the roads leading from the A163 to the Site access junctions. Nevertheless, consideration must be given to pedestrians and cyclists alike as the road network leading from the A163 will continue to carry local and HGV traffic associated with agricultural and other uses throughout the construction phase.
- 4.10.2 The Principal Contractor will ensure that speed limits are always adhered to by their drivers and associated subcontractors, through spot checks, tachograph reviews and the use of GPS on regular HGV traffic. Advisory speed limits will be installed on the B1228 and Ash Lane in advance of the Site access junctions to help reduce speeds and make drivers aware of cyclists, hikers and other vulnerable road users.
- 4.10.3 Signage will be installed on the Site exit to remind drivers of local speed limits and advise drivers of the potential presence of pedestrians and cyclists in the area. This will also be emphasised in the weekly toolbox talks during the construction phase.

Equestrians

- 4.10.4 The British Horse Society makes general recommendations on the interactions between HGV traffic and horses. Horses are normally nervous of large vehicles, particularly when they do not often meet them. Horses are flight animals and will run away in panic if really frightened. Riders will do all they can to prevent this but, should it happen, it could cause a serious accident for other road users, as well as for the horse and rider.
- 4.10.5 The main factors causing fear in horses in this situation are:
- Something approaching them, which is unfamiliar and intimidating;
 - A large moving object, especially if it is noisy;

- Lack of space between the horse and the vehicle;
- The sound of air brakes; and
- Anxiety on the part of the rider.

4.10.6 The British Horse Society recommends the following actions that will be included in the Site training pack issued for all HGV staff, prior to attending Site:

- On seeing riders approaching, drivers must slow down and stop, minimising the sound of air brakes, wherever possible;
- If the horse still shows signs of nervousness while approaching the vehicle, the engine should be shut down (if it is safe to do so);
- The vehicle should not move off until the riders are well clear of the back of the HGV;
- If drivers are wishing to overtake riders, please approach slowly or even stop in order to give riders time to find a gateway or lay by where they can take refuge and create sufficient space between the horse and the vehicle. Because of the position of their eyes, horses are very aware of things coming up behind them; and
- All drivers delivering to the Site must be patient. Riders will be doing their best to reassure their horses while often feeling a high degree of anxiety themselves.

4.10.7 Training for staff working at the Site will advise staff on how to react properly if encountering equestrians on the access route.

5. AIL Traffic Management Measures

5.1 AIL Movement Protocols

- 5.1.1 ALL movements must be escorted by the Police. Given the size of the proposed loads, it is expected that at least three civilian escorts and a minimum of two police escort vehicles are likely to be required (exact requirement will be confirmed with the police). The likely deployment of escorts will be as follows:
- The first police escort vehicle will be the advance escort and will be located sufficiently ahead of the convoy, to advise the convoy in good time of traffic stoppages, constraints and oncoming hazards;
 - The second police escort and first civilian escort will provide support to the first escort at junction closures and will be located at the front of the lead vehicle; and
 - The second civilian escort will be located behind the last vehicle to protect the rear of the convoy and ensure that following vehicles do not attempt dangerous overtaking manoeuvres. A third civilian escort will be located at this location to provide support at the rear of the convoy and to prevent dangerous overtaking.
- 5.1.2 Before the convoys depart the Port of Entry (to be confirmed post the granting of the DCO but expected to be Goole) the lead driver should check weather and traffic conditions and ensure this information is included within the daily toolbox talks.
- 5.1.3 Within the route, there are locations where general traffic flows will need to be stopped to allow the safe manoeuvre of the loads. In these circumstances the advance escorts will ensure that the traffic is stopped before the convoys enter the affected section. The advance escorts will confirm through radio contact that the area is clear and safe for transit. Should general traffic fail to observe the request to stop, the advance escort will advise the convoy to immediately halt and will then proceed to remove the rogue traffic. The convoy must not start without approval from the advance escort.
- 5.1.4 In areas where the load is likely to, or is close to straddling the centre line, the advance escort should be positioned to give advance warning to the convoy such that evasive action can be taken. In constrained areas and other locations where verges are potentially soft, the drivers must exercise care to ensure the trailer wheels do not leave the road surface as this may result in adverse load stability conditions.
- 5.1.5 Urban areas along the route (Goole, Howden and Holme-on-Spalding-Moor) pose different challenges for the abnormal loads. Whilst the vehicle speeds will be less than those in the rural sections of the route, there are more potential conflicts with other road users to be aware of. These include:
- Pedestrians and cyclists;
 - Local vehicular traffic;
 - Parked vehicles;

- Side junctions; and
 - Street furniture.
- 5.1.6 Within urban areas, the convoy escorts will need to be aware of all road and footway users at turn sections within the route. At these locations there is potential for load over-sail and reference to the swept path assessment drawings is considered essential to identify these areas. It is important to note that only the Police have the power to request that vehicles and pedestrians move.
- 5.1.7 Within urban areas there is a higher chance of parked vehicles along the route and a possibility that parked cars will restrict available road width. Whilst these areas will not impede the loads, they do create a further zone where the load drivers and escorts will need to take care of conflicts that include restricted road widths, car doors opening and pedestrians crossing the road between parked vehicles.
- 5.1.8 Information relating to AIL movements will be provided directly to residents living in the immediate vicinity of the access route. Information on the movement of the abnormal load convoys will also be provided to local media outlets by the Principal Contractor (or their appointed AIL delivery contractors) to help assist the public. Information will be provided to local newspapers and radio stations, which will include:
- East Riding Mail;
 - Goole Times;
 - Beverley Advertiser;
 - Nation Radio East Yorkshire;
 - Beverley FM;
 - BBC Radio Humberside; and
 - Capital Yorkshire East.
- 5.1.9 The project website will also be used to help advise of movements. Information will relate to expected vehicle movements on the route. It is hoped that this level of information will make residents aware of convoy movements and help reduce any conflicts.

5.2 AIL Convoy Health & Safety Measures

- 5.2.1 All AIL staff working on the project will be inducted before entering the Site. This will be undertaken prior to the commencement of AIL movements.
- 5.2.2 A daily tool box talk for all convoy staff will be held at the start of each working day and carried out by the appointed Transport Co-ordinator or Appointed Lead Driver. A detailed record of the talk should be kept and filed once the convoy has arrived at the Site.
- 5.2.3 The tool box talks will cover a minimum of the following matters:
- The current version of the CTMP and delivery instructions to be carried by all convoy vehicles;

- Identification of any updates since the previous version of the CTMP;
- Requirement to have a CB radio (fixed or portable), with fully charged batteries;
- Anticipated transport restrictions in each section of the route;
- Driver instructions on incident reporting;
- Driver instructions on trailer steering methodology, and availability of assistance;
- Instructions on areas requiring traffic stoppage, and methodology for convoy passing through these areas;
- The welfare arrangements for drivers;
- A summary of the predicted weather, traffic and road conditions; and
- Any questions on the contingency plans.

5.2.4 Each of the convoy vehicles must be suitably equipped with hazard warning devices to warn all other road users. All the tractor, trailer and escort vehicles operating on the project must have the following:

- Tractor units to have beacon bars on the roof and 3M reflective markings on both sides;
- All vehicle warning signage to be in English;
- Trailer units to have amber beacons on the rear with 3M reflective markings on both sides;
- All escort vehicles will have beacon bars on the roof, with 360 degree motion for all round visibility, and 3M reflective markings;
- Fire extinguisher and first aid kit; and
- Certified cargo lashing straps are to be used at all times. Certification must be carried and made available for inspection, kept within the cab.

5.2.5 All hazard warning equipment must be checked and cleaned at the start of each day. Additional cleaning of the warning equipment may be required throughout the day and must be undertaken when required.

5.2.6 All relevant personnel must have the appropriate Personal Protective Equipment (PPE). All PPE clothing must be 'CE' marked to show it meets current standards and should be appropriate for use in trunk road situations (i.e. must be full coats with reflective bands on the arms).

5.3 Emergency Contingency Plan

5.3.1 To ensure access for emergency service vehicles, a coordination protocol will be established with the blue light emergency services. As the AIL convoys are escorted by the Police, the Police will be aware of potential access issues for ambulances and fire service vehicles and can take appropriate action on the route to pull to the side of the road or mount a verge to allow emergency vehicles past.

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- 5.3.2 Convoys will not enter North Duffield or Bubwith if a blue light emergency had been raised and will wait until the emergency situation along the road had been attended to.
- 5.3.3 The civilian escort vehicles will carry equipment to make running repairs to vehicles in the unlikely event of a breakdown. Further spares and equipment can also be based at the Site for faster responses in case of mechanical issues.
- 5.3.4 The haulier will establish contracts with local suppliers to attend to any punctures and tyre issues, to minimise any stoppage time on the route.

6. On-Site Access Management Proposals

6.1 General Measures

6.1.1 During the construction phase, construction traffic has the potential to interact with walkers, cyclists and equestrians using the existing footpath network. Various measures are proposed to assist with the safety of all path users.

6.1.2 The Applicant will ensure that the Principal Contractor provides the following during the construction phase:

- That any footpath which has had its surface disturbed will be remediated upon completion of the relevant construction activity (i.e. at a crossing point);
- People will not be asked to avoid using a route or area when there is no safety related reason to do so;
- Warning signs will be removed promptly when the relevant hazard has ceased;
- Vehicular access gates may be locked for management reasons including the control of unauthorised vehicles for example but will only be locked where a side pedestrian side gate is provided. Where construction activities present a potential danger to pedestrians/other users a temporary diversion or re-routing will be advised in the interests of health and safety;
- All pedestrian gates to be provided on Site will meet BS 5709 and shall have a minimum width of 1.525m to ensure equine access; and
- Electric wires or barbed wire will not be used on the Site by the contractor(s).

6.1.3 During construction activities, the Principal Contractor will ensure that operatives will act and behave in a responsible manner when asking people to avoid construction activity risks. They will:

- Display signs notifying path users of any upcoming diversion option, prior to any diversion taking place;
- Notify path users that a diversion option is in place by displaying signage at the Site of the diversion itself;
- Take precautions, such as asking people to avoid using a particular route / area or provide temporary segregation fencing to avoid a particular activity where there are more serious or less obvious hazards to their safety;
- Keep any precautions to the minimum area and duration required to safeguard people's safety;
- Notify the public about any precautions at all access points;
- Not deliberately obstruct a footpath; and

- Not obstruct or hinder people from exercising access rights, either by physically obstructing access or by otherwise discouraging or intimidating them.

6.1.4 In addition, all construction operatives will be required to understand the requirements of onsite access rights at their induction. Failure to observe these may result in their removal from Site.

6.2 Areas of Proposed Exclusion

6.2.1 Construction operations such as track construction, cabling and fencing works will require exclusion areas being set out in the areas surrounding these works.

6.2.2 Should there be a need to provide a short-term closure of a footway, the Applicant will advise ERYC's Access Officer and will request the closure. Such closures will be signposted entrances to the affected footpath(s).

6.3 Proposed Temporary Diversions

6.3.1 Diversions to footpaths will be minimised to moments which present a risk to pedestrians (eg track & cable trench construction activities).

6.3.2 During construction, it may be necessary to form the access tracks across or close to existing footpath alignments. During these operations, the footpath will be subject to a minor diversion around the advancing head of the access track works. This will ensure access for footpath users in safety and diversion signs will be provided.

6.3.3 The diversion works are likely to be 2m in width and will provide a 10m approximate diversion (to be confirmed at construction) to allow the construction works to slightly pass the conflict point. Ducting will be provided to allow cabling works at a later stage that will not disrupt footpath access.

6.3.4 Upon completion of the track works, a footpath crossing point will be installed, where required. Further details are provided in Section 6.5.

6.4 Path Signage

6.4.1 Signage to inform footpath users will be provided on stakes at strategic locations on the footpath network. This will include at the entry points to the Site, at any crossing points and at strategic points as a reminder.

6.4.2 All direction signs will be green and will have text height of 75mm to allow easy viewing.

6.4.3 In addition, the Principal Contractor will post a plan of the Site at the entrance points to the Site each week highlighting areas where works are ongoing to help advise path users.

6.5 Crossing Point Details

6.5.1 Where a footpath crosses the access tracks, a crossing point will be formed. This will include the following:

- "Access Track Crossing Ahead" signage for the footpath, on either side of the crossing, located at least 20m in advance of the crossing;

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- “Crossing Point” and “Please look in both directions” signage for the footpath on either side of the crossing;
- A 2m wide chicane to ensure that cyclists slow down for the crossing to ensure the safety of all users;
- “Crossing Ahead” and “Slow Down, 10mph” signs on access tracks, located 100m and 50m in advance of the crossing on both directions; and
- “Give Priority to Footpath Users” on the Site access track.

6.5.2 Reflective pole markers will be provided in advance of the crossing point to aid identification for access track users.

6.5.3 A visibility splay in the access track verge will be created so that footpath users have good visibility in either direction at each crossing point. This will be maintained throughout the construction phase.

6.5.4 All necessary signage will be maintained during the operational phase of Mysten Leah Solar Farm.

7. CTMP Management

7.1 CTMP Management Measures

- 7.1.1 The key to the successful delivery of the CTMP will be the implementation, monitoring, review and enforcement of the plan. Without the implementation at the start of the project, the CTMP will not be effective and it will need to be carefully monitored and reviewed as the project progresses.
- 7.1.2 Key to this will be the requirement in the Principal Contractor contract (and subcontractor contracts) for the CTMP to be included as a deliverable measure within the contract, given the same status as the physical elements of Mylen Leah Solar Farm itself.
- 7.1.3 The contractor will be obliged to follow the CTMP and will face penalties if this is not undertaken, which could result in disciplinary actions and ultimately being removed from the Site. This requirement will be placed upon all subcontractors working on-site and will be communicated via the various contracts and through induction processes and tool box talks.
- 7.1.4 A CTMP Co-ordinator will be appointed on Site and will be responsible for the implementation of the CTMP and the monitoring of its effectiveness. The Co-ordinator will also be the communication point for all external queries raised by members of the public, whilst also being the on Site lead for the plan.
- 7.1.5 Prior to works commencing, the Co-ordinator will agree with ERYC the CTMP measures to be deployed on Site and will hold an initial meeting of the Traffic Management Group (a potential subgroup of the Community Liaison Group) to advise all relevant groups of the start of works on Site, expected traffic levels and what measures are to be deployed.
- 7.1.6 During the construction phase, a log of public and staff comments relating to the operation of the CTMP will be kept and the Co-ordinator will be required to brief the Applicant on the issues raised and what measures are to be undertaken to address comments.
- 7.1.7 The Co-ordinator will chair the Transport Management Group and will provide updates and information for onward dissemination to the local community including local media queries and press releases for items such as AIL movements.
- 7.1.8 Quarterly reviews of the CTMP will be undertaken and where modifications are required, these will be discussed with the Council and Police and agreed before changes occur on the ground. Updates will then be advised to the Traffic Management Group.
- 7.1.9 Regular road condition reviews and sign maintenance will also be undertaken to ensure that the physical measures are safe and working efficiently.
- 7.1.10 The engagement of stakeholders and local representatives is considered key in ensuring that the increase in traffic levels associated with the construction phase can be carefully, efficiently and sensitively managed to the benefit all parties concerned.

7.2 Complaint Management

- 7.2.1 When complaints are received, the CTMP Co-ordinator will record the incident using a database logging system. A receipt of the complaint will be emailed to the person making the complaint. The receipt will include details of the formal response and how the complaint can be escalated, if required.
- 7.2.2 The Co-ordinator will then investigate the incident and will discuss what actions need to occur with the Applicant and Principal Contractor.
- 7.2.3 To ensure public faith in the reporting system, the Co-ordinator will agree a response timetable as part of the detailed CTMP. The following response times are suggested:
- Receipt of original complaint: Within two working days of the complaint being received;
 - Investigation time: Within three working days of receipt of the complaint (assuming no requirement to involve/consult with third parties);
 - Corrective Action Decision: Within one working day of the completion of the investigation (assuming no requirement to involve third parties); and
 - Response: To be issued to the complainant within two working days of the Corrective Action Decision.
- 7.2.4 It is of the utmost importance that the public know that their complaint will be investigated, actioned and that they are informed of what actions are being taken.
- 7.2.5 The time taken to respond, the number of complaints raised and a review of the corrective actions will be a standing agenda item of the Traffic Management Group to ensure that the public can be assured that their issues are being considered and dealt with.

7.3 Co-ordination with other Schemes

- 7.3.1 The CTMP Co-ordinator will liaise with other significant developments in the area to ensure that works and deliveries can be co-ordinated between other schemes in the area.
- 7.3.2 Where common traffic management issues can be agreed, these will be implemented once to avoid the need for repetition and delay to existing road users, where it is possible to do so.

7.4 Implementation of Measures

- 7.4.1 The detailed CTMP which will be implemented during the construction phase by the Principal Contractor will describe the traffic management, safety, control and review measures that will be used. The detailed CTMP will include details of the following measures, where appropriate:
- A programme of traffic management measures to be implemented and details of traffic management proposals for the works on or adjacent to public roads;

- Drawings showing traffic management layouts, signing and apparatus to be implemented, including proposed routes for pedestrians, equestrians and cyclists;
- Measures to provide for the safety of traffic, the public and construction staff during traffic management works and temporary traffic control measures;
- Measures to ensure that the maintenance and condition of public roads, cycleways and PRow do not deteriorate due to the construction traffic, including monitoring arrangements with local highway authorities;
- Procedures to be followed for the temporary or permanent closure or diversion of roads or accesses; including details of required notice periods;
- Existing pedestrian, equestrian and cyclist routes;
- A Staff Travel Plan to allow staff to use shuttle bus and vehicle sharing to access the works Site(s);
- Details of on-site parking arrangements for Site staff and site visitors;
- Temporary and permanent access to the works;
- Permitted access routes for construction traffic;
- Monitoring requirements in relation to the plan;
- Details of phasing of works;
- Phasing plan for Site and offsite works, including a general construction works programme;
- A list of roads which may be used by construction traffic in the vicinity of the Site including any restrictions to construction traffic on these routes;
- The name and contact details of the Contractor's traffic safety and control officer and information and advice for the public regarding ways to raise complaints or request information;
- A register of applications for consents associated with temporary traffic management measures; and
- Block and layout plans of the compounds which will comprise:
 - Access/egress arrangements including visibility splays onto the public road;
 - Turning movements within the site especially for articulated HGV traffic to ensure that all vehicles enter and depart the Site in forward gear;
 - Internal parking arrangements for staff and visitors;
 - Storage of materials and waste on-site; and
 - Pedestrian / circulation routes within the compound.

8. Summary

- 8.1.1 To assist with the management of construction traffic on the access routes, this Outline CTMP has been prepared. This document is a live document and will be subject to alteration and enhancement in the run up to and throughout the construction phase of Mylen Leah Solar Farm. This will ensure that the document is relevant and addresses issues quickly and efficiently.
- 8.1.2 The outline CTMP sets out the approved access route to Mylen Leah Solar Farm, how this will be managed and the steps that will be undertaken to ensure that the roads leading to Site are well managed to the benefit of all road users.
- 8.1.3 The finalised CTMP will be secured via the DCO and will be partly self-enforcing through spot checks, contractual controls and information provision.
- 8.1.4 Should Mylen Leah Solar Farm be consented, the Applicant will work with ERYC to further develop the document and ensure that the road network can function in a safe and efficient manner for all road users.

Appendix A: Staff Travel Plan

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1. Introduction & Purpose

1.1 Report Purpose

- 1.1.1 This document sets out the strategy and implementation measures for the sustainable management of construction staff travel to Mylen Leah Solar Farm. It is intended to minimise the adverse impacts of construction staff traffic, particularly on the sensitive local road network, including the B1228 and Ash Lane.
- 1.1.2 This document does not address operational or decommissioning traffic activities.
- 1.1.3 The STP will be a formal part of the final CTMP and will be a requirement of the DCO and would be approved by the relevant local planning and highway authorities in advance of starting the construction works.

1.2 Objectives

- 1.2.1 The primary objectives of this STP are to:
 - Reduce Single-Occupancy Vehicle Trips: Achieve a measurable reduction in the proportion of staff travelling to the site by private car alone.
 - Maximise Sustainable Travel: Promote and facilitate the use of shared transport (minibuses and car-sharing) where practicable and safe.
 - Mitigate Local Traffic Impact: Specifically reduce construction staff traffic volumes and associated impacts on the B1228 and Ash Lane, particularly during local peak hours.
 - Ensure Compliance: Establish a robust framework for monitoring, review, and enforcement to ensure compliance by all construction personnel and contractors.

2. Staff Numbers and Access

2.1 Staff Profile and Working Hours

2.1.1 The construction phase will involve an estimated peak workforce of up to 500 staff. The general working hours are anticipated to be 07:00 to 19:00, Monday to Friday, and 08:00 to 12:00 on Saturdays. No general construction traffic or staff movements are permitted on Sundays or Bank Holidays, unless for emergency works or abnormal load deliveries pre-agreed with the relevant highway authorities.

2.2 Site Accessibility and Local Network Sensitivity

2.2.1 The primary site accesses will be off the following roads for staff:

- Junction A: Access point for the western development area and Abnormal Indivisible Load traffic, located on the B1228;
- Junction B: Connection access between the western and central development areas. This route is for AIL access between parcels and cabling. It will not be a principal construction access point;
- Junction C: Access point for the northern development area, located on the C Class road, Ash Lane, between the B1228 and Kidd Lane junctions;
- Junction D: Access point for the central development area, located on Ash Lane between the junctions of Kidd Lane and Campey Lane; and
- Junction E: Access point for the eastern development area, located on Ash Lane near the existing access junction for Melbourne Raceway.

2.2.2 The solar farm site itself is farmland and not suitable for large scale car park provision, that is wasteful in materials, has environmental impacts and is not compatible with the sustainable aims of Mylen Leah Solar Farm. Minimising single car occupancy to and from the site for staff is therefore considered essential.

2.2.3 This outline Staff Travel Plan (STP) will ensure that the vast majority of staff movements are managed off these local roads where a suitable alternative exists, and that all remaining journeys are consolidated as far as is practical.

3. Proposed Mode Split

3.1 Active Travel

- 3.1.1 Given the remote and exposed nature of the Mylen Leah Solar Farm location, access by active travel including walking and cycling are not considered feasible modes of transport for construction staff on a daily basis.
- 3.1.2 Provision of cycle parking facilities at the site compounds on site will be considered if demand is shown by staff.

3.2 Existing Public Transport Services

- 3.2.1 The distance of Mylen Leah Solar Farm to existing public transport bus services is such, that existing bus routes as a sole means of site access are not considered practical.
- 3.2.2 Access from residential areas to staff minibus pick up areas by bus and train are possible and the selection of pick points will include Selby and Howden railway stations.

3.3 Dedicated Construction Staff Minibus Service (Core Measure)

- 3.3.1 The specialist nature of solar farm construction means that contractors may be sourced regionally and as such are more likely used to car / van sharing and shuttle buses as they will often travel in teams.
- 3.3.2 Through the Principal Contract, the Applicant will require the contractors to provide for a minibus service for at least 70% of the total site workforce. This will provide connections from Selby and Howden railway stations and any mass residential areas in the surrounding area and will be free at the point of use for staff travelling to and from the development site.
- 3.3.3 To promote the use of minibus access, the cost benefits for staff will be promoted by an appointed Staff travel Plan Co-ordinator.

3.4 Car / Van Sharing Scheme

- 3.4.1 A formal car / van sharing scheme will be actively promoted to staff who cannot reasonably access the minibus service or who live locally.
- 3.4.2 A target of up to 20% of staff accessing the site by shared vehicle access will be expected and enforced through the Staff Travel Plan, and contractual requirements.

3.5 Private Car Access

- 3.5.1 The use of single occupancy car trips will still be a requirement for some staff due to their responsibilities on site or the location of their residence. Up to 10% of staff are predicted to require single car access to site and the site compound parking areas will be sized to accommodate this, although these would be located outwith the site office frontage which would be reserved for car / van sharers.
- 3.5.2 Construction staff vehicles found parking on the public highway, including lay-bys or verges, will be subject to immediate disciplinary action, up to and

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including removal from the Project. Clear signage will be erected at the site perimeter and along the access routes to inform drivers of this policy.

4. Travel Plan Measures

4.1.1 The following measures will be implemented in the Staff Travel Plan.

4.2 Travel Plan Co-ordinator

4.2.1 The role of the Staff Travel Plan Coordinator, appointed by the Principal Contractor, is a key role, with responsibilities including:

- Implementation of the agreed Staff Travel Plan measures;
- Liaising with the local highway authorities;
- Raising awareness of the Travel Plan and travel options available to construction staff, including the provision of useful information including public transport information at the minibuss pick up railway stations and the car share software;
- Assisting the site manager operate the site compound car park;
- Arranging the staff minibusses; and
- Reviewing and operating the Staff Travel Plan, measuring its effectiveness and making alterations to suit changes, alterations in targets and reporting its effectiveness to the Applicant.

4.3 Staff Minibus

4.3.1 The minibuss operation will provide connections from Selby and Howden railway stations and any mass residential areas in the surrounding area and will be free at the point of use for staff travelling to and from the development site.

4.3.2 The buses used will have a capacity of up to 14 staff per vehicle.

4.4 Car / Van Sharing

4.4.1 Measures to encourage car / van sharing will include:

- Access to a car sharing website to assist in identifying lift share options;
- Guaranteed parking space onsite; and
- Use of fuel card for van sharing teams.

4.5 Parking Management

4.5.1 All staff parking will be managed through a strict permit system. Parking will be restricted to:

- Minibusses and shuttle services;
- Approved operational /essential vehicles; and
- Designated car-share vehicles.

4.5.2 The use of single occupancy vehicles using the site access junction will be monitored by the Principal Contractor via the Travel Plan Co-ordinator.

4.5.3 Any construction staff vehicle found parking on the public highway, including lay-bys or verges on the access routes to site, will be subject to immediate

disciplinary action, up to and including removal from the Project. Clear signage will be erected at the site perimeter and along the access routes to inform drivers of this policy.

4.6 Information Pack

4.6.1 Travel information will be distributed to all construction staff at the induction process. This information will include the following:

- A copy of the Staff Travel Plan;
- Contact details for the Travel Plan Co-ordinator;
- A parking plan of the site compound area, showing car / van share parking areas;
- Details of the approved access routes and the barred routes described in the CTMP;
- Details of public transport services that operate to the proposed minibus pick up / drop off points;
- Public transport fare and timetable information;
- Details of any measures to encourage car sharing such as fuel cards, train season ticket discounts etc; and
- Details of an emergency link from the site that can be used to depart the site for personal emergencies.

4.6.2 Staff mess room message boards would also be provided with travel plan information and details.

5. Management, Monitoring and Enforcement

5.1 Management & Monitoring

- 5.1.1 The Travel Plan Coordinator will be appointed by the Principal Contractor prior to the commencement of construction. The TPC will be responsible for the management and monitoring of the Travel Plan.
- 5.1.2 The Staff Travel Plan will be an active document and will be monitored to ensure compliance on a monthly basis. The monitoring will be undertaken using the following:
- Banksman access records;
 - Review of the car parking areas;
 - Occupancy of the minibuses;
 - Staff surveys; and
 - Spot checks.
- 5.1.3 The TPC will also liaise with the Transport Liaison Group, highway officers and the police to review the operation of the plan in the wider area and deal with any reported issues from members of the public.
- 5.1.4 A Monitoring Report detailing performance against the targets will be submitted to the Applicant every three months. Where corrective actions are required, these will be undertaken by TPC.
- 5.1.5 Monitoring will be required under the final CTMP, secured under the DCO. Should additional measures be necessary to accommodate the travel needs of staff these will be reviewed as appropriate by the Applicant and TPC.
- 5.1.6 Where modifications are required, these would be discussed with the relevant highway authorities.

5.2 Enforcement

- 5.2.1 The Staff Travel Plan is secured under the CTMP and is a requirement of the DCO. As such, it is legally binding on the Applicant and their contractors.
- 5.2.2 The Applicant will require the Principal Contractor and other contractors to work in accordance with the DCO. As such, there is both a legal and contractual requirement for staff to follow the CTMP and Staff Travel Plan.
- 5.2.3 Failure to observe the requirements of the Staff Travel Plan would be a disciplinary issue, that ultimately can result in staff or contractors from being sanctions or removed from the project.

¹ Ministry of Housing, Communities and Local Government, Ministry of Housing, Communities & Local Government (2018 to 2021) and Department for Levelling Up, Housing and Communities (2014), 'Travel Plans, Transport Assessments and Statements'. Available online at: <https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements>

² Construction Logistics and Community Safety. Available online at: <https://clocs.org.uk/>