



Appendix 14-3 Construction Traffic Management Plan (CTMP)

Knockanarragh Wind Farm

20 March 2024

Revision Record

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Acronyms and Abbreviations

AOD	Above Ordinance Datum
AP	Access Point
AILs	Abnormal Indivisible Loads
CEMP	Construction Environmental Management Plan
CTMP	Construction Traffic Management Plan
EIAR	Environmental Impact Assessment Report
HGV	Heavy Goods Vehicle
LGV	Light Goods Vehicle
SI	Statutory Instruments
TDRA	Turbine Delivery Route Assessment
WTC	Wind Turbine Components



1.0 Introduction

This report has been prepared by SLR in support of this planning application made by Knockanarragh Wind Farm Limited for the development of an 8 no turbine wind farm in the Counties of Meath and Westmeath. The Proposed Development is described in full in **Chapter 2** of this EIAR.

1.1 Purpose and Scope

This report provides information in regard to the management of all site traffic with particular reference to environmental safeguards and mitigation required to address those impacts identified in the EIAR. **Chapter 14** of the EIAR (Traffic) has been referenced where relevant.

The purpose of the Construction Traffic Management Plan (CTMP) is to outline the areas for consideration when preparing the programme of works and when undertaking the Proposed Development Site construction. It is to be used during the construction phase of the proposed development (hereafter referred to as “Site”) and updated as necessary, acting as a ‘living’ document to ensure it is always current. Where the document is updated, it will clearly be noted as a variation.

1.2 Key Considerations

This CTMP is the first stage of the requirement to manage and control all related traffic activity during the construction phase of the development. This CTMP contains the following information:

- **Section 2:** Background to the Development
- **Section 3:** Site Construction
- **Section 4:** Mitigation Measures
- **Section 5:** Complaints and Inquiries Procedure

The principal mitigation measures that the CTMP will cover may be summarised as follows:

- Methods for accessing the site;
- Site access improvements;
- Contractor responsibilities;
- Abnormal load management;
- Onsite management;
- Adverse weather conditions; and
- Driving and speed restrictions.



2.0 Background to the Development

2.1 Site Location

The Main Wind Farm Development Site is located within the administrative boundary of Counties Westmeath and Meath, approximately 1km southwest of the village of Clonmellon and c. 2.8km northeast of Delvin. The site can be accessed directly from existing agricultural entrances and access tracks from the N52, a national primary road and local roads to west and northwest of the N52. The main access to the site will be gained from the L5542.

The Proposed Substation location is on the western outskirts of Clonmellon, Co Meath, 200m from the settlement boundary in the townland of Galboystown.

The study area for the transportation assessment includes the N52 from the junction with the N4 to the east of Mullingar to Clonmellon, and the L5542 as the minor road from the N52 west to the site access locations. In addition, the L6821 Killallon Road which extends west from the N52 at Clonmellon to the substation access will also be included.

Access to the Wind Farm Development Site will be provided via three separate access locations, with one direct off the N52 and two from the local road (L5542) which extends westwards from the N52 towards the site. Access to the substation will be from the L6821 Killallon Road.

A proportion of the aggregate material required on site may be imported from local quarries, with some aggregate won from the on-site borrow pits. All concrete will need to be imported, as there will be no concrete batching plant on site.

2.2 Local Highway Network Description

The main towns and villages within the vicinity of the Proposed Development include Clonmellon, Delvin, Caddagh Cross, Killulagh and Cloghan. The Proposed Development Site is accessible from both the N52 north of Delvin and the L5542 which branches off the N52 at Split Hills.

The study area focused on for the transportation assessment includes the N52 from the junction with the N4 to the east of Mullingar to Clonmellon, and the L5542 as the minor road from the N52 west to the site access locations. In addition, the L6821 Killallon Road which extends west from the N52 at Clonmellon to the substation access will also be included.

2.2.1 N52

The N52 is a national secondary road extending from the M7 near Nenagh to the M1 north of Dundalk. In the vicinity of the Proposed Development the N52 extends north east from the junction with the N4, past the site towards Clonmellon and on towards the N3; the road is single carriageway and subject to varying speed limits along its length, with 50km/h through villages and 100km/h away from populated areas.

2.2.2 L5542

The L5542 is a narrow country lane which branches off from the N52 at a priority junction to extend northwest bound to the county boundary between County Meath and County Westmeath. The L5542 varies in width with an average width of between 3m – 4m, widening at entrances and passing places.

On most sections of the L5542, the road is bounded on both sides by trees and hedges and provides direct access to dwellings and farmsteads in the area.



2.2.3 L6821 Killallon Road

The L6821 Killallon Road extends approximately 500m westbound from the staggered crossroads junction with N52 and L6822 to provide access to the proposed substation.

The L6821 Killallon Road extends north west from Clonmellon towards the villages of Killallon and Cross Keys. The road in the vicinity of the sub-station is subject to an 80km/h speed limit. There are partial footways on Killallon Road in the village of Clonmellon, with a continuous footway on the north side and partial provision on the south side; a zebra pedestrian crossing links the footways. In the village the road is subject to street lighting and accommodates on-street parking.

2.3 Proposed Development

All elements of the Proposed Development are described in Chapter 2 of the EIAR.

The Proposed Development will consist of eight turbines across two clusters, with the northern cluster consisting of three turbines and the southern cluster consisting of five turbines. The 110kV substation is to be located north of the two clusters, to the west of Clonmellon, with the 33kV underground electricity cabling connecting to the substation along the N52.

Access to the Main Wind Farm Development Site will be provided via three separate access locations, with one direct off the N52 to serve T8 during construction and operation and two from the local road (L5542) which extends west from the N52 towards the site. A proportion of the aggregate material required on site may be imported from local quarries, with some aggregate won from the on-site borrow pits; all concrete will need to be imported as there will be no concrete batching plant on site.

2.3.1 Site Entrances

Access to the Northern Cluster is proposed via local road L5542 which passes through the townland of Carnybrogan. This access (Site Entrance 1) is located approximately 1.5km north west from the junction of the L5542 with the N52.

Access to the southern cluster (Site Access 2) is also proposed via the local road L5542, approximately 750m north west from the junction with the N52. Access to turbine No8 (T08) would be via the access from N52 within the townlands of Cavestown and Rosmead (Site Entrance 3).

Access to the proposed 110kV substation would be from the L6821 Killallon Road (Site Entrance 4). All access locations can be seen on **Figure 14-4** in **Chapter 14** of the EIAR.

2.3.2 Development Site Construction Haul Routes

All construction vehicles will enter the Northern Cluster and Southern Cluster along the L5542 from the N52; construction vehicles accessing T08 would travel directly into the site via the access on the N52. It is anticipated that that HGVs importing aggregate material will travel from local quarries, and that other deliveries will travel from the M3, the N4 and the N52, accessing the site from the L5542 north and south of the site. Light vehicles are likely to travel from both directions along the N52.

2.3.3 Turbine Delivery Route

The proposed delivery route is presented in **Figure 3-5-a** of **Appendix 14.1**. A turbine delivery route selection and assessment was carried out to identify the optimum delivery route to the sites as set out in **Appendix 14.1**. The assessment has considered maximum turbine



component parameters and so covers all turbine permutations identified in **Table 2.1 of Chapter 2** of the **EIAR**.

Turbine delivery will be from Dublin port with delivery of the wind turbine components (WTCs) along one distinctive route. The turbine delivery route will leave Dublin port and join with the M50 motorway via the Dublin Port Tunnel. The transport will continue on the M50 to the junction with the M4, where the transport will travel through the junction to head west along the M4 to the N4. At junction 16 of the N4 close to Mullingar the transport will exit the N4 to head north east along the N52 towards the site.

The route from the N4 junction has been assessed for a candidate turbine with a tip height of up to 180m, a rotor diameter up to 162m and a hub height up to 100m which has encompassed all the turbine permutations within the dimensions set out in **Table 2.1 of Chapter 2** of this EIAR. The exact make and model of the turbine will be dictated by competitive tender process but will remain within the parameters assessed.

2.3.4 Cable Corridor

The cable route forms part of this planning application and is assessed as part EIAR consent process. The associated cable route will consist entirely of underground cable which will link the Proposed Development with the off-site substation, as set out in **Chapter 2** of this EIAR.

The cable route will involve a trench being constructed in the road along the export cable corridor (ECC) to install the cable. The electricity from the northern and southern clusters will be exported to the off-site substation firstly along the L5542 and then via the N52. Cable trenching will be carried out with the aid of a lane closure which will ensure that the trenching works are completed as expeditiously as possible.

Due to the length of the cable route (ca. 5km) the works could be conducted over a five month period (21 weeks).

2.3.5 Substation

A substation is proposed within the Proposed Development site west of Clonmellon, Co Meath as described in **Chapter 2** of this EIAR. This substation would provide a connection point between the proposed wind farm and the national grid.



3.0 Site Construction

3.1.1 Construction Programme

The construction phase of the Proposed Development, which includes civil, electrical, grid works, and turbine assembly will take approximately 18-24 months once the proposed turbines are acquired via a competitive tender process. The main activities will include:

- off-site highway works;
- site establishment (construction compounds);
- construction of access tracks and crane pads;
- turbine foundation construction;
- substation civil and electrical works;
- cable delivery and installation;
- turbine delivery and erection;
- wind farm commissioning; and
- reinstatement/restoration.

The main construction works which are expected to generate the most vehicle trips to the site will be undertaken during months 5 to 11, with the final 5 months of the construction programme accommodating the wind turbine deliveries and erection. An indicative construction programme has been prepared and is set out in the construction timeline shown in **Chapter 2: Description of Development** as summarised in **Table 3-1**.

Table 3-1: Indicative Construction Programme

Construction Activity	Months																	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Site establishment & felling																		
Access tracks																		
Turbine foundations																		
Concrete pour																		
Substation & compound																		
Cable laying																		
Grid Connection																		
Site Reinstatement																		



3.2 Site Construction Traffic Generation

The construction phase working hours for the Proposed Development will be 07:00 to 19:00 Monday to Friday and 07:00 to 16:00 at weekends. It should be noted that out of necessity some activity may need to occur outside the specified hours stated, although any minor operations would not be undertaken without prior approval from Westmeath County Council and Meath County Council as the Roads Authorities. The impact of the Proposed Development has been assessed over a 12-hour weekday period, which considers the natural peak usage of the road network.

The Proposed Development will require the transportation of a range of construction materials to the site. The aggregate material required on site will be sourced locally, with a number of existing quarries being available. The key elements of construction work which will result in vehicle trip generation have been summarised in **Table 3-2**.

Table 3-2: Construction Activities Requiring Vehicle Trips

Key Work Element	Details and Assumptions	Conventional HGVs	Abnormal Loads
Site establishment	Provision of hardstanding, cabins and plant for construction activities at commencement of construction and later removal from site.	Yes	No
Site access	Provision of plant and materials associated with improvements to the site access.	Yes	No
Access track upgrade and construction	15.5km of internal access track, 5km of which will be old internal access tracks.	Yes	No
Crane hard standings, turbine laydown areas and turbine foundations	Construction of crane hard standings at each turbine location with additional laydown areas for blades in addition to cement, aggregate, concrete and reinforcement materials for turbine foundations.	Yes	No
Control buildings and substation	Construction of building foundations, structure and finishings. Installation of electrical equipment.	Yes	Yes
Electrical installation	Delivery of sand and cables to connect turbines to substation.	Yes	No
Waste Collection	Collection of waste water from the holding tank and collection of general waste and waste for recycling. Expected to be minimal HGV trips.	Yes	No
Wind turbine delivery	Transport of WTC to site. Bringing in of crane equipment to erect turbines. Includes escort vehicles associated with movement of WTC loads.	Yes	Yes



An estimation of the aggregate material quantities for all elements of the Proposed Development has been made; the on-site borrow pit and the excess from the cut and fill requirements are likely to result in all aggregate material being won within the site. However, to ensure a robust assessment, it has been assumed that the type of aggregate required for construction will be imported.

3.2.1 HGV Trip Generation

Chapter 14 of the EIAR shows that the maximum level of trip generation would occur during month five to seven of the construction period, when various construction activities would coincide, the worst case month being month five with 135 two-way HGVs generated per day. In addition, months 8 to 11 would be high also with 104 two-way HGVs per day predicted. The calculations are based on the dimensional specifications noted in **Chapter 2** of the EIAR.

3.2.2 Trip Generation for Wind Turbine Components

Each wind turbine consists of up to eight WTC deliveries: three blades, three or four tower sections and the nacelle (generator). Other loads would be associated with the delivery of the hub and cranes which would not be considered to be AILs, these however would be delivered at a similar time. Towers would be carried in a 4+7 clamp adaptor style trailer, whereas loads such as the hub, nacelle housing and top towers would be carried on a six-axle step frame trailer. All components would be transported under suitable traffic management procedures.

On the premise that the 64 components are to be delivered in convoys of three, the AILs could be completed over 22 days, subject to the supply of turbines for the site. Over the seven-month period allocated for the erection of the turbines, this would equate to an average of approximately 3 delivery days per month.

To ensure a robust assessment, it has been assumed that three WTC load transport vehicles would deliver components on a day during the 'worst case' month, with an additional two HGV deliveries included for the crane. The maximum turbine components have been assessed in line with the candidate turbines listed in **Table 2.1** of **Chapter 2** of the EIAR which covers all the permutations therein.

3.2.3 Light Vehicles and Staff Trip Generation

Light vehicles of which consist of smaller vehicles such as cars and vans, which will typically be associated with the workforce, have also been calculated to provide total two-way vehicle movements predicted to arise from the Proposed Development. It is envisaged that a maximum of 274 personnel will be required on the site at any one time. It is expected that the majority of staff will travel to the proposed development construction site in 14-seater minibuses, to be provided by the contractor, with 20 minibus trips per day during the peak of the construction period. To ensure that the prediction of light vehicles is robust, it has been assumed that a further 20 light vehicle trips will be seen during the peak of the construction period; this will equate to 40 vehicle trips per day (80 two-way movements per day).



3.2.4 Accumulative Trip Generation

Table 3-3 provides the calculated daily and hourly two-way movements during the ‘worst-case’ month of construction phase (month 5).

Table 3-3: Trip Generation (Two-Way)

	HGV/ AIL	Lights	Total
Worst Case (month 5)			
Daily	140	100	240
Hourly	12	50	62

Trip Distribution

All construction vehicles would enter the site from the N52, with the majority of vehicles travelling north along the N52 from the junction with the N4. A percentage of the construction traffic may travel along the N52 through Clonmellon, and so it has been assumed that 85% of HGVs will travel north from the N4 and that 15% will travel south to the site along the N52 from Clonmellon. While some construction vehicles will access T08 directly from the N52, it has been assumed that all construction vehicles will travel via the local road L5542 to ensure a robust assessment. Traffic associated with the construction of the substation has been portioned to the N52 into Clonmellon, with 50% travelling from the N52 north into Clonmellon and 50% travelling south into Clonmellon; 100% of the traffic generated during the construction of the substation will travel on the L6821 Killallon Road.

WTC deliveries will travel from the N4 having collected the WTCs from the port at Dublin. From the N4 the turbine delivery route follows the N52 north all the way to the site. WTCs for T08 will exit the N52 at the access point which will serve T08 only. The WTCs for all other turbines will be transported along the L5542 to each of the other two access points.

Light vehicle trip generation would see 100 two-way trips per day during the peak months, with staff arriving in 50 light vehicles at the site at the start of the day and 50 leaving at the end of the day. It has been assumed that the light vehicles that travel to the site will come from both directions along the N52, and so a 50% has been applied in each direction.

3.2.5 Grid Connection Traffic Generation

Construction of the substation and internal cable network, in conjunction with off-site connection works to the National Grid, will be carried out in tandem to the wind farm sequenced activities during months 13 to 17 of the construction programme. Where the works require trenching in the public road, a partial or full road closure will be required.

The cabling works would generate traffic associated with delivery of materials and machinery and with the construction workers; temporary construction compounds (TCC) will be required during the cabling works to accommodate these deliveries and vehicles. All construction traffic will travel to a TCC; the cable route is approximately 4.75km in length and so it is anticipated the route will require 1 TCC.

Access to the TCC from the public road would be required to accommodate all construction vehicles, including large construction vehicles for the delivery of materials such as large cable reels. The TCC would be required to accommodate all construction vehicles and plant, with the plant of a scale relative to the cabling works.

During the cabling works it is predicted that a maximum of 33 vehicle trips would be generated, or 66 to-way vehicles movements per day. These vehicles would travel on roads described above, with the cable construction vehicles travelling from the wider road network to the N52



to the TCC. The most significant increase will be on the N52 in the vicinity of the Site, where the combination with the wind farm construction traffic will result in the largest increase above the existing traffic levels.



4.0 Mitigation Measures

4.1 Contractors

Contractors with experience of the nature of the construction works proposed and in this type of environment will be appointed following a tendering process. Environmental Clerk of Works (EnvCoW) will be appointed to liaise with the Contractor to ensure that all activities on site comply with appropriate construction method, relevant planning conditions and protection of the natural heritage interests. The EnvCoW will act as the first point of contact for any concerns.

All contractors will be required to supply detailed method statements which will incorporate all planned mitigation methods. All sub-contractors are required to read, understand, and adopt all procedures outlined within this construction traffic management plan.

Where sub-contractors utilise a separate CTMP for their own work activity, this must be issued to the Principal Contractor for information. Any traffic management procedures required to secure a work area or safeguard subcontractor operatives must be co-ordinated with the Principal Contractor (e.g. use of banksmen, operatives carrying out works roadside etc.).

The Principal Contractor must be informed of any planned site activity and movement of site traffic and the issue of this information must be received within a suitable and agreed timescale to allow co-ordination of other site activities.

4.2 Signage

Any signage required on the public highway will be erected and positioned in accordance with the requirements of the Traffic Signs Manual 1 and in consultation with the Roads Authority.

Warning signage on site must be complied with at all times. The two most important signs are “no entry” and “no unauthorised vehicles”. To proceed beyond these signs, vehicle drivers must stop and contact the ganger/ foreman in control of the area to be escorted through the local area.

4.3 Turbine Delivery Management

The Turbine Delivery Route Assessment (TDRA) report has confirmed that access to the site is feasible for abnormal loads. Prior to the movement of abnormal loads, extensive public awareness is required to allow residents to plan and time their journeys to avoid disruption.

In line with the turbine manufacturer’s requirements, the haulage contractor shall remain responsible for obtaining all necessary permits from the relevant road and bridge authorities along the access route.

The movement of abnormal loads will need to be timed to avoid periods of heavy traffic flow to minimise disruption to the public. These include the normal daily rush hour periods, Saturdays and major public events. Specific timing restrictions imposed by the police or local authority have not been determined at this stage.

Through urban areas temporary parking restrictions may be necessary to guarantee a clear route for the abnormal loads, and these need to be arranged in advance through the appropriate local authority. The parking restrictions will need to be locally enforced.

Due to the size of vehicles required to transport these loads, escorts will be required for the entire route to control oncoming and conflicting traffic. As confirmed in the TDRA, there are two permit systems to authorise for the movement of abnormal load transport configurations, The Garda permit and a Local Authority Permit.



4.3.1 Garda Permit

The Garda Permit applies only to designated major inter-urban routes and routes to the main ports at Dublin, Cork, Rosslare and Ringaskiddy. The Garda permit is set out by the following legislation:

- Road Traffic (Permits for Specialised Vehicles) Regulations 2009, S.I. No. 147 of 2009; and
- Road Traffic (Specialised Vehicle Permits) (Amendment) Regulations 2010, S.I. 461 of 2010.

The Garda Permit applies to transport configurations not exceeding 27.4 metres in length and 4.3 metres in width and 4.65m in height.

The combined weight of the vehicle and load must not exceed the maximum limits set out in the Road Traffic (Construction and Use of Vehicles) Regulations 2003, S.I. 5 of 2003 and the maximum height limit set down in Road Traffic (Construction and Use of Vehicles) (Amendment) Regulations 2008, S.I.366 of 2008.

4.3.2 Local Authority Permit

A Local Authority Permit is required for all roads, (including roads designated under the Road Traffic (Specialised Vehicle Permits) (Amendment) Regulations 2010 for Garda Permits, for vehicles and loads which do not qualify under the Garda Permit Scheme, and in either or all of the following cases:

- The weight and dimensions of the vehicle exceed the maximum permissible limits set out in the Road Traffic (Construction & use of Vehicles) Regulations 2003, as amended; and/or
- The vehicle/load exceeds 4.65m in height.

The access study has identified the transport configurations for the most onerous wind turbine components, transported by a specialist vehicle fleet. The maximum height relates to the design standards for bridges and structures over roads in Ireland.

4.4 Adverse Weather Conditions

All works will be forward planned wherever practicable considering the anticipated weather conditions. At the start of the day the site foreman will assess the weather conditions prior to permitting their operatives to access the site.

Due to the location and topography of the site the weather could be severe, resulting in an adverse effect on visibility. The weather will be constantly monitored and if necessary, all plant / vehicle movements will be stopped/ suspended by the site foreman if they deem it is unsafe for work to continue.

The site foreman will assess the track and site conditions at the start of each day to determine if conditions are suitable to allow access to plant or vehicles.

During winter or poor weather, a separate procedure will be introduced to allow the track conditions to be communicated to all parties accessing the site. An assessment will be carried out every morning by the general foreman or the foreman in control of site operations which will then be communicated to the gatehouse at the site entrance to advise arriving vehicles. To avoid wasted trips, sub-contractors will be expected to contact the Principal Contractor to find out the site status prior to arrival on site.



The day-to-day track conditions will be advised to all visitors via a display board situated at the site compound; the track condition will be rated as either:

- **Condition Red:** The access track is closed to all vehicular traffic.
- **Condition Amber:** The access track is open to 4x4 vehicles only (operating in full 4x4) and is not suitable for delivery etc. vehicles.
- **Condition Green:** The main site access track is open to all permitted vehicles.

During the course of the day, and in the event of weather conditions deteriorating, the Principal Contractor will notify the nominated personnel from the contractors on site to the present condition. Contractors will be reminded that they have a duty to consider the weather and track conditions throughout the day and to leave the site if they feel unsafe at any time.

4.5 Onsite Management

4.5.1 Construction Environmental Management Plan (CEMP)

The CEMP (**Appendix 2.2**) sets out the principles and procedures for environmental management during construction. The CEMP will be revised and updated and will be used by the contractor to ensure that the appropriate environmental management is implemented throughout the construction phase, to include mitigation measures. The CEMP includes information on general construction good practice, including waste management, dust mitigation, vehicle washing, vehicle storage and maintenance, noise management, and on-site vehicle movement.

4.5.2 Onsite Safety

All personnel entering the working area will wear hi-visibility vest or jacket, head protection, safety footwear, eye protection and gloves at all times when out with the vehicle.

Everyone required to work within the Site will be made aware that they have a responsibility for the safety of themselves and others. All site operatives and visitors have a “duty of care” to themselves and others and need to be conscious of the surroundings and ongoing activities locally. In the event of an emergency, right of way to all emergency services will be given at all times. Emergency services and control of access will be carried out in compliance with the site emergency procedures.

4.5.3 Parking

Parking areas located at the site construction compound will have safe and secure barriers to segregate all personnel from site plant and vehicle routes. All signage within designated parking areas must be followed, with no vehicles parked in a way which restricts either vision or access. No parking whatsoever will be allowed on public roads; all cars that are directed to the site parking area will be required to reverse park to comply with the Principal Contractors requirements.

4.5.4 Onsite Tracks

Access tracks will be monitored daily to identify any deterioration of the track condition. Non-emergency remedial works to the track will be carried out at times outside peak times of usage and significant emergency repairs, if needed, will be undertaken immediately and adjacent track sections will be restricted from use as required to safely accommodate works.

All routes will be monitored for dust and control or suppression methods will be deployed as appropriate using towed dust suppression systems.



4.5.5 Site Traffic

All traffic visiting the Site will be required to report to the gatehouse where they will obtain clear instructions before further movement is acceptable. If applicable an induction will be completed, vehicle permits will be issued, and the site rules and emergency procedure will be explained.

All traffic will use the signed site passing places and all drivers will accommodate other track users in a courteous manner. Reversing (other than to park) within the compound areas will not be permitted.

Full time site traffic (vehicles/plant situated onsite for majority of construction phase) that requires re-fuelling will follow the instructions supplied at their induction and the guidelines within their method statement for the works.

Heavy site traffic will be equipped with audible reversing warning with additional visual aids e.g., reversing cameras, mirrors utilised on all plant. All safety features must be inspected daily with faults immediately reported to the Foreman Fitter who will assess and repair any damage etc. to the plant. Drivers will ensure that all loads are covered fully to limit the loss of material in transit.

4.5.6 Vehicle Cleaning

A wheel and body wash will be operated within the Proposed Development Site to ensure materials from the Proposed Development Site are not transferred onto the highway, and road cleaning will take place when required to remove any deposits that are carried from the Site. It is anticipated that any road cleaning activities will remain local to the site access.

4.5.7 Driving and Speed Restrictions

All vehicles (cars, light good vehicles (LGVs), HGVs and ALs) shall be driven in a safe and defensive driving manner at all times within speed limits. A zero-tolerance policy shall be adopted by all contractors, such that any infringement results in that person not returning to site.

All cars, construction vehicles and drivers of such vehicles accessing the Proposed Development Site whether for commuting or commercial purposes must be road-worthy and legally compliant.



5.0 Complaints and Inquiries Procedure

It is important that members of the public or interested parties are able to make valid complaints or inquiries about the transport elements of the construction works. Such complaints and inquiries can provide a valuable feedback mechanism which helps reduce potential impacts on sensitive features and will also allow the construction techniques to be refined and improved.

The Principal Contractor will appoint a Site Manager and it is anticipated that any complaints and/or inquiries would be made directly to the Site Manager. These complaints will then be fed back to other sub-contractors as required. Contact details for the Site Manager, will be made clearly visible at the site entrance. The details will also be provided to Community Councils for their notice boards and websites, to include the Roads Authority as well as those along the construction route.

All complaints and inquiries will be logged promptly by the Site Manager and kept on site for review by the Roads Authority upon request. The contact details are to be included in the CTMP as shown in **Table 4**.

Name	Position	Contact Number(s)	Email
TBC	Site manager	TBC	TBC
TBC	Site Contractor	TBC	TBC
TBC	Planning Department	TBC	TBC

5.1 Checking and Corrective Action

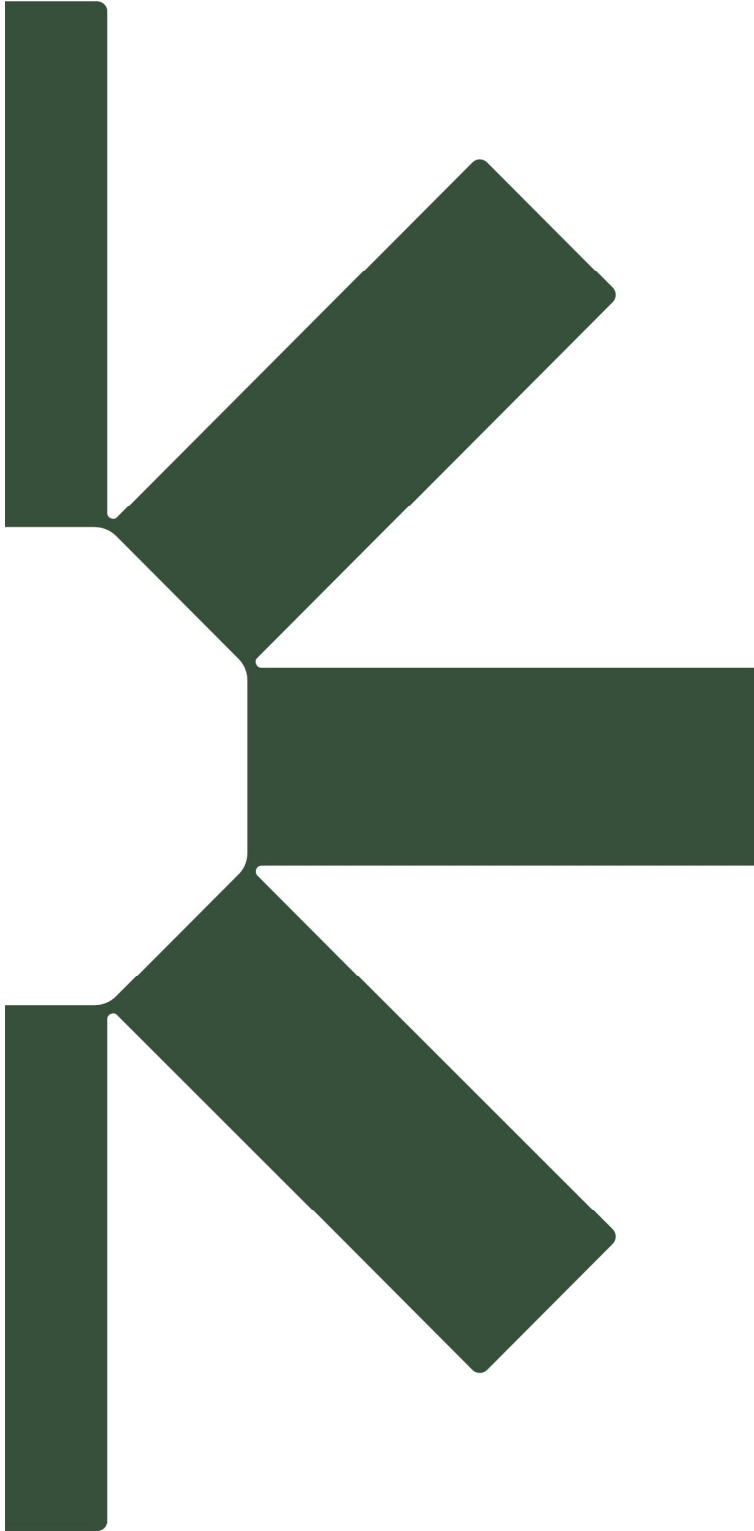
As outlined above, it is intended for the CTMP to be a 'living document' which is updated periodically as and when required. The Principal Contractor will be responsible for establishing a programme for monitoring the identification and management of issues, the results of which shall be fed back for inclusion within the CTMP if necessary.

Any checking or corrective action required will also be monitored. This methodology will ensure that the construction activities are being undertaken in accordance with the CTMP and that the Contractors are held to account. The procedure for addressing nonconformance/compliance and ensuring that corrective actions are undertaken is outlined below:

- Completion of a Non-Conformance Report – this will record any traffic-related incident and work that has not been carried out in accordance with the CTMP or Method Statement;
- Completion of a Corrective Action Report – this will record any identified deficiency as a result of monitoring, inspection, surveillance and valid complaint; and
- Action – Any necessary actions identified as a result of the above will be allocated to a responsible person, along with a timescale for the action to be undertaken.

Records of the above will be retained by the Contractor throughout the construction process. The records will be maintained either in hard copy or electronically in such a manner that they are readily identifiable, retrievable and protected against damage, deterioration or loss.





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