

Addendum to Construction Traffic Management Plan (CTMP)

Prepared 15/05/2026

Tophams Solar

Applicant

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Site Address

Land west of Ashwell Rd.
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1. Background and Purpose

- 1.1. This Addendum supports the Construction Traffic Management Plan (s73 - V7.3 CTMP Tophams amended 15.05.26) submitted alongside the Section 73 application to vary Condition 26 of planning permission 22/00741/FP. The proposals are located within the landholding at land off Ashwell Road, Bygrave, Letchworth, Hertfordshire SG7 5EB, as shown in the Site Location Plan (UKF092_08 Location Plan).
- 1.2. Following a review of the construction programme, it has been established that the solar module delivery phase requires a temporary uplift to the consented two-artic daily limit in order to enable the project to be completed within the 35 week construction period committed to at the time of the planning application. PACE is therefore seeking a Section 73 variation to Condition 26 to permit a maximum of eight articulated vehicle visits per day (16 two-way movements) for a defined period of four weeks, after which the baseline two-artic limit will immediately resume.
- 1.3. At the consented baseline of two artic visits per day, the 226 articulated deliveries required for PV modules and mounting frames would take approximately 22.6 weeks to complete. The four-week uplift window, followed by a residual phase of approximately 6.6 weeks at the 2-artic baseline, reduces the total artic delivery phase to approximately 10.6 weeks. This shortened delivery phase removes the approximately 14-week extension to the overall construction programme that would otherwise arise under strict operation of the 2-artic limit, and makes the 35-week construction commitment achievable. Outside the four-week window, all other provisions of the CTMP, including the two-artic baseline, will remain in force throughout.

2. Justification for Temporary Uplift

- 2.1. The two-artic daily limit was established at the request of HCC Highways. HCC's stated position was that Ashwell Road/Bygrave Road is not designed for routine articulated lorry movements, and that a daily limit of two artic visits represented an acceptable managed baseline for the construction programme as a whole.
- 2.2. The module delivery phase is materially different in character from routine construction operations for the following reasons:
 - Time-limited and discrete: the delivery window is confined to a period of four weeks and does not alter the ongoing baseline limit.

- Finite and calculable: the total number of artic deliveries during the window is a maximum of 160 (8 visits x 20 days), representing 320 two-way movements, after which artic movements immediately revert to two per day.
 - Enhanced controls: the delivery window will be subject to significantly enhanced traffic management measures beyond those required during the standard construction programme
- 2.3. HCC framed the two-artic limit expressly around concern about 'routine' daily use of the route, not a time-limited intensive delivery operation. HCC's original May 2022 consultation response (ref: NH/11898/2022) did not reject peak flows of up to 15 movements per day in principle, but requested that the duration of any peak periods be clearly defined and that local residents be kept informed. The section 73 provides a defined window of four weeks in duration which are subject to community notification measures set out in the following sections.
- 2.4. It is therefore submitted that the temporary uplift is consistent with the intent of HCC's original condition and with the concerns expressed in the planning history.

3. Enhanced Traffic Management Measures

- 3.1. The following measures will apply for the duration of the module delivery window. They are in addition to, and do not replace, the standard CTMP provisions.
- 3.2. Delivery Scheduling and Booking System
- 3.2.1. All artic deliveries during the module delivery window will be managed through the CTMPs vehicle booking system operated by the site manager. A maximum of eight artic visits will be booked per day for the scheduled 4 week period. No walk-in or unscheduled artic deliveries will be accepted at the site during this period.
- 3.2.2. Deliveries will be scheduled within the permitted hours of 09:30-14:30, Monday to Friday, excluding bank holidays. This confines all artic movements to the window specified in HCC's April 2023 correspondence and spaces deliveries at approximately 43-minute intervals across the five-hour window, ensuring no two articulated vehicles are on the route simultaneously
- 3.2.3. The scheduling of time occurs outside of school hours and common working office hours limiting movements to the quietest time of day.

- 3.2.4. Traffic marshals will be positioned along the consented route. Where a vehicle arrives outside its booked slot, the marshal will instruct the driver to wait in the on-site holding area until the route ahead is clear.
- 3.2.5. On-site holding Capacity: the construction compound is capable of holding a maximum of 6 articulated vehicles simultaneously (see Figure 1 below). No artic vehicle will be required to wait on the public highway.
- 3.2.6. With this system eight artic vehicles can be held at any one time (six on site and two on Great North Road layby). This gives ample buffer time to appropriately manage the flow of vehicles onto Ashwell Road.

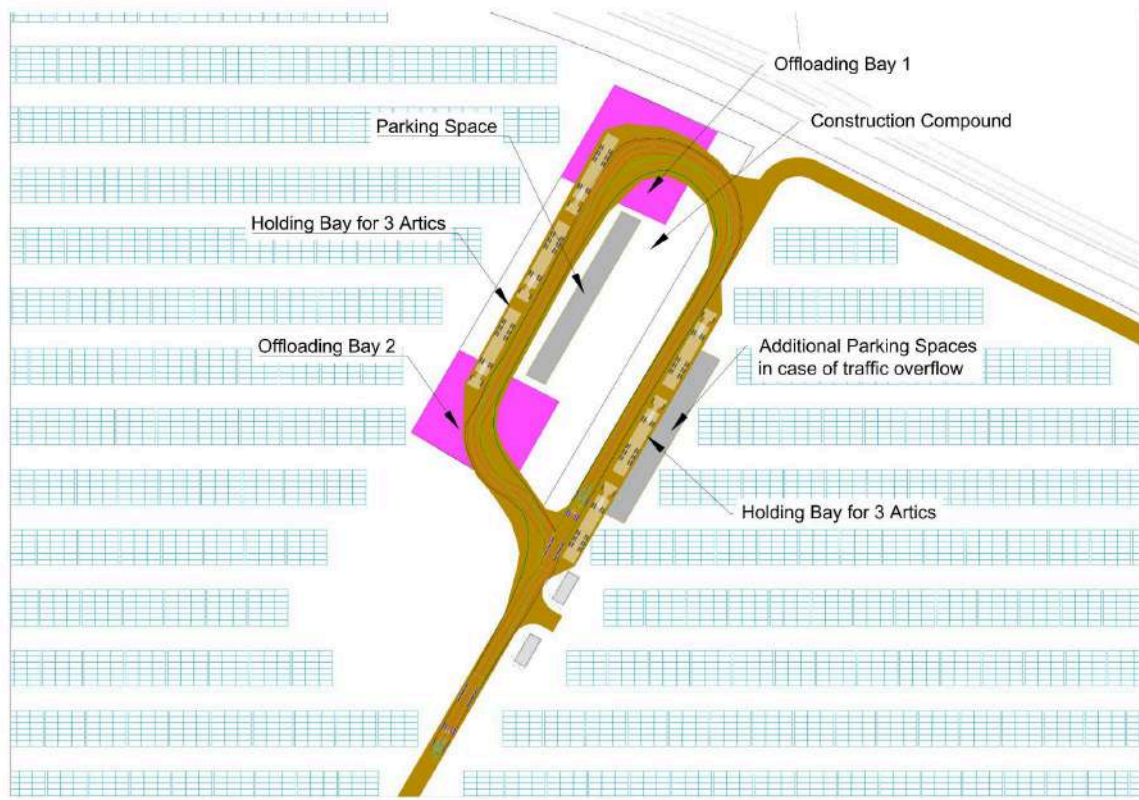


Figure 1: Construction compound plan demonstrating capacity for 6 artics to remain in holding

3.3. Traffic Marshal Provision

- 3.3.1. During the temporary lift in articulated movements, two traffic marshals will be stationed along the construction traffic route who liaise with on site attendants. The marshals' primary responsibilities will be:
- Ensuring Artic vehicles do not overlap

- Communicating with the site access point to ensure vehicles do not depart until the route ahead is clear.

3.3.2. One marshall will be stationed at the southern access to Bygrave (shown below) and the second will be positioned in the ~80m layby along Great North Road (52.001519, -0.195567). Marshal contact details will be provided to Bygrave Parish Council and circulated via the WhatsApp group prior to commencement of the delivery window.

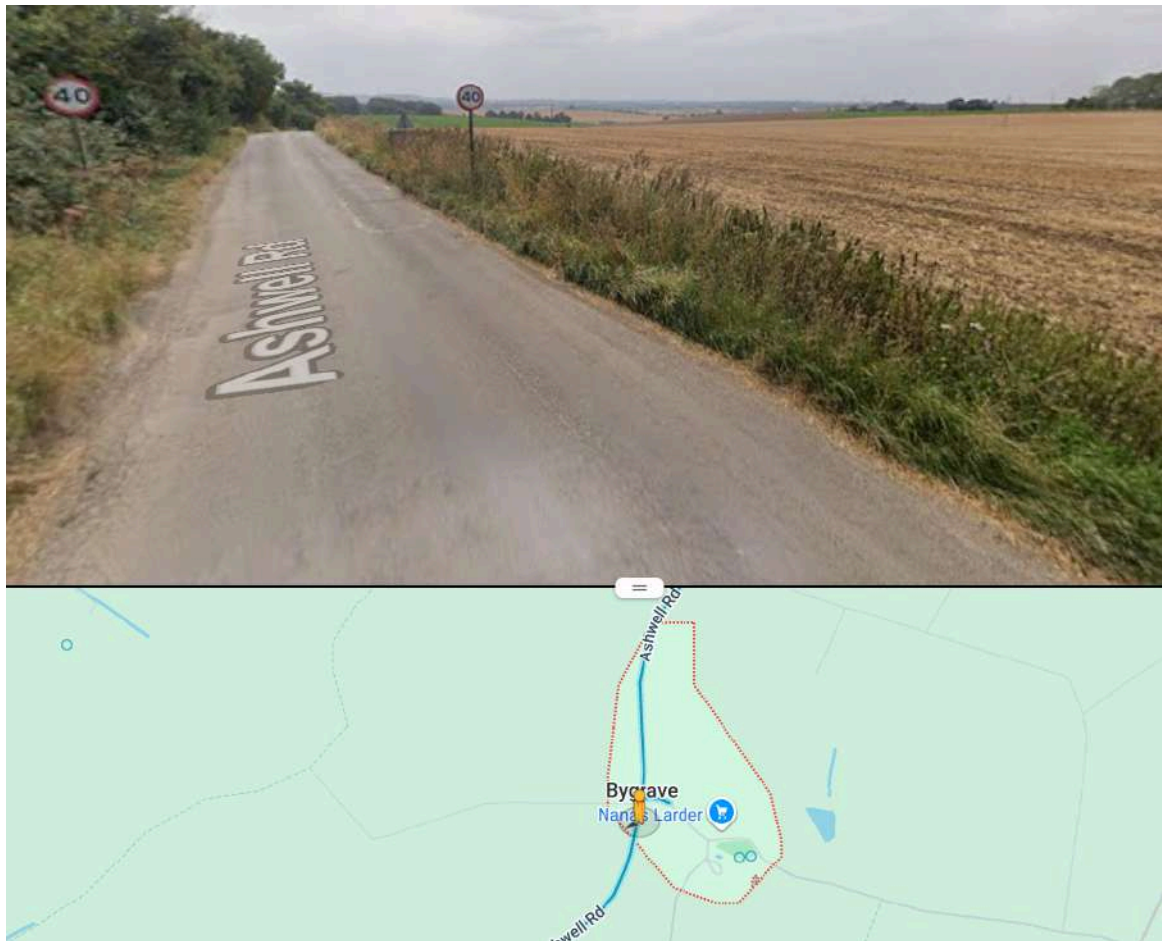


Figure 3: Location of Bygrave Village Traffic Marshall

3.3.3. The Marshalls will be given a daily schedule of deliveries, a radio directly connected to the site office and a clear view of incoming HGVs.

3.4. Community Notification and Liaison

3.4.1. A dedicated WhatsApp notification group will be established prior to commencement of the delivery window, connecting PACE's construction manager and site logistics team with Bygrave Parish Council representatives and agreed community contacts. The group will be used to provide:

- Real-time notification of any schedule changes or delays;
 - Direct contact details for the site manager.
- 3.4.2. PACE will offer the Parish Council the option to structure the four-week delivery window as two separate two-week periods within a broader indicative window of time. The Community Liaison will be the site manager, who will be detailed prior to the commencement of development.
- 3.4.3. Not fewer than five working days prior to commencement of the delivery window, PACE will write directly to all residential properties on Ashwell Road and Bygrave Road within 500 metres of the site access. That letter will confirm the start date, anticipated duration, daily delivery hours (09:30–14:30) and the site manager's direct contact details. A further written notification will be issued at the conclusion of the delivery window to confirm reinstatement of the two-artic/day baseline.

3.5. Route Geometry, Forward Visibility and Updated Survey

- 3.5.1. The route from the A507/Bygrave Road junction to the site access on Ashwell Road was assessed in detail by Apex Transport Planning in October 2022 (plan ref. C22028-ATPDR-TP-005-P01). That assessment confirmed that carriageway widths are at or above 4.8m for approximately 80% of the route, with generally good forward visibility along most of Bygrave Road. The assessment was accepted by HCC Highways and case officer who confirmed the adequacy of the surveys in section 4.5.27 in the case officers report.
- 3.5.2. Swept path analysis confirming the suitability of the route for 16.5m articulated vehicles was submitted with the original application.

3.6. Oncoming Delivery Holding Bay

- 3.6.1. Based in the layby on Great North Road, this space has potential to accommodate up to two articulated vehicles at any one time.



Figure 2: Great North Road Holding Bay Location

- 3.6.2. Traffic Control to allow vehicles leaving the site and Bygrave Village, directed by marshall stationed in Bygrave.
- 3.6.3. Consideration of local business use - direct line of contact with Farmers and Garage (likely to incur vehicle movements)
- 3.7. Resumption of Baseline Condition
 - 3.7.1. Upon conclusion of the module delivery window, artic movements will immediately revert to the baseline of two artic visits per day (four two-way movements) as required by the consented Condition 26. No further uplift to

this limit will be sought without prior agreement from HCC Highways and, where required, a further variation to the planning condition.

- 3.7.2. PACE will notify the Local Planning Authority and the Highway Authority in writing within two working days of the conclusion of the delivery window to confirm that the baseline two-artic limit has been reinstated.

3.8. Daily Monitoring and Reporting

- 3.8.1. A daily movement log will be maintained throughout the four-week delivery window, recording the arrival and departure time of each articulated vehicle, total movements per day and any incidents or complaints received. The log will be made available to the Local Planning Authority and the Highway Authority on request.