

Our Ref: SRS/503/55/1/CTMP/V1.1



Contents

1 INTRODUCTION 3

2 LEGISLATION/POLICY BACKGROUND5

3 SITE INFORMATION6

4 SITE OPERATION MEASURES12

5 CONSTRUCTION TRAFFIC AND ACCESS.....19

6 MANAGING CONSTRUCTION IMPACTS – ENVIRONMENTAL
FOCUS23

7 HEALTH AND SAFETY 28

8 SITE MANAGEMENT AND COMMUNITY..... 29

9 SUMMARY..... 32

Figures

Figure 1 Strategic Highway Network

Figure 2 Local Highway Network

Figure 3 Combined Phasing Plan

Figure 4 Phase 1 Construction Routing

Figure 5 Phase 2 Construction Routing

Figure 6 Phase 3 Construction Routing

Figure 7 Phase 4 Construction Routing

Figure 8 Construction Traffic Routing to the Site

Appendices

Appendix 1 Compound Type A

Appendix 2 Compound Type B

Appendix 3 Temporary Access South

Appendix 4 Temporary Access North

Appendix 5 Stotfold Road Tracking Drawing



Quality Assurance

This report has been prepared within the quality system operated at Rapleys LLP according to British Standard ISO 9001:2015.

We confirm that the undersigned is an appropriately qualified and experienced Chartered Surveyor/Planner [delete as appropriate] experienced in the commercial property sector.

Created by: Sarah R Smith BA (Hons), MRTPI
Consultant

Signature:

Checked by: Jason Lowes BSc (Hons) DipTP MRTPI
Partner - Planning

Signature:

1 INTRODUCTION

- 1.1 Rapleys LLP has been instructed by Barratt Redrow to produce Construction Traffic Management Plan (CTMP) in support of the discharge of condition 18 of planning permission 18/01154/OP at Highover Farm, Hitchin.
- 1.2 The purpose of this document is to outline how the site owners, Barratt Redrow, and contractors will formally commit to the management of traffic (and environmental) impacts relating to the construction of the development at Highover Farm, as defined within the CTMP. Where practical, measures will be implemented to minimise the impact of the construction activities associated with the development on the surrounding area and community.
- 1.3 The Site is to be delivered in phases and in this context, in accordance with condition 5 of the planning permission, a Site Phasing and Delivery Strategy Plan (SPDSP) has been prepared – it should be noted that condition 5 has now been discharged (24 October 2025). The SPDSP sets out how the Site can practicably be delivered bearing in mind the constraints of all construction traffic and the majority of residential traffic is limited to a single access point off Stotfold Road. It also incorporates and references the requirements and associated triggers of the S106 Agreement. The SPDSP is a live document and is to be updated alongside the submission of each reserved matter application.
- 1.4 A broad outline summary of the SPDSP is provided within this CTMP to accord with part i. of the CTMP condition 18 (see below for condition provisions), but the full detail of the phasing of the development can be found in the SPDSP.
- 1.5 The CTMP is similarly a live document and will consequently be reviewed during the life of the project to ensure that it remains suitable to facilitate efficient and effective delivery of the environmental and traffic commitments, and to reflect any changes to the planned works that directly impact upon it. In this context, **an annual review and update of the CTMP will be undertaken as necessary on each anniversary of the start of construction, and a summary of any changes will be provided to the Council.**
- 1.6 The CTMP also picks up and references the environmental mitigation measures that were identified as part of the Environmental Impact Assessment and Environmental Statement forming part of the outline application and subsequent outline planning permission.
- 1.7 For the avoidance of doubt, the construction of the Site will be carried out in accordance with the relevant British Standards and Best Management Practices. Health and safety of construction workers and new residents as they move into the Site whilst construction continues, is a key consideration. This, combined with the constraints of developing out a Site that fundamentally has one point of access, makes the build out, phasing and management of the Site quite challenging and is the principal reason why the Site is to be phased and managed as set out in both this CTMP and the associated SPDSP.
- 1.8 This document has been updated to take into account the HCC Highway Authority comments – these are in **red text** for ease of reading.
- 1.9 The CTMP takes the following structure –
- Relevant legislation/policy,
 - Site information – including brief description of the site, surrounding highway and public transport network, brief description of the development, site access and reference to the various legal obligations, broad phasing,
 - Site operation measures – including working hours, anticipated plant, storage and security, protective fencing, compounds/welfare, wheel washing,
 - Site construction access and construction traffic – including access/egress, parking, traffic management, routing,
 - Managing construction impacts - including noise/vibration, air quality/dust, lighting, ecology, drainage/water resources, contaminated land, archaeology, etc,
 - Health and safety,
 - Site management and community – noting that the Site Wide Waste Management Plan(SWWMP) (condition 14) was approved on 9th September 2025.
- 1.10 Within the structure outlined above, all the requirements i to ix detailed in condition 18 will be covered. For the avoidance of doubt, condition 18 states:

No development apart from enabling and associated works, shall commence until a Construction Traffic Management Plan (in accordance with the best practice guidelines as described in the Construction Logistics and Community Safety (CLOCS) Standard), has been submitted to and approved in writing by

the Local Planning Authority. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan, unless otherwise agreed in writing by the LPA. The Construction Traffic Management Plan shall include details of:

- i. Phasing of the development of the site, including all highway works;*
- ii. Details of temporary access points for construction vehicles*
- iii. Construction vehicle numbers, type, routing;*
- iv. Traffic management requirements;*
- v. Construction and storage compounds (including areas designated for car parking);*
- vi. Siting and details of wheel washing facilities;*
- vii. Cleaning of site entrances, site tracks and the adjacent public highway;*
- viii. Timing of construction deliveries to avoid school pick up/drop off times; and*
- ix. Provision of sufficient on-site parking prior to commencement of construction activities.*

2 LEGISLATION/POLICY BACKGROUND

2.1 This CTMP has been produced in accordance with the following list of legislation/policy documents set out in Table 1.1 below.

Table 1.1: Reference Legislation /Policy

TRAFFIC/ENVIRONMENTAL FACTOR	LEGISLATION/POLICY REFERENCE
Ecology and protected species	Wildlife & Countryside Act 1981 (as amended) Natural Environmental & Rural Communities Act 2006 Habitat Regulations 1994 (as amended) Badgers Act 1992 BS5837:2012 Trees in relation to design, demolition and construction
Fuel storage & handling	Oil Storage Regulations 2002
Waste	Environmental Protection Act 1990 Hazardous Waste (England & Wales) Regulations 2005 The Waste (England & Wales) Regulations 2011 (as amended) Waste Management, The Duty of Care Code of Practice 2018 update
Water	Water Resources Act 1991
Environmental Incidents	Water Resources Act 1991 Environmental Protection Act 1990
Construction	BS5228-1:2009 Code of Practice for Noise Control on Construction and Open Sites
Traffic	Highways Act 1980

3 SITE INFORMATION

SITE DESCRIPTION AND LOCATION

- 3.1 The Site of Highover Farm covers a triangular-shaped area of land to the north of Hitchin, bound by existing housing estate development and the redundant farmyard to the south, the Cambridge-London railway to the west/north-west and Stotfold Road to the east/north-east. The Site was formerly farmed in an arable and pastureland capacity prior to its purchase by Barratt Redrow.
- 3.2 It is circa 2.2km north-east of Hitchin town centre. To the east, separated from the Site by Green Belt and agricultural land is Letchworth Garden City.
- 3.3 The Site drains to the north. Mature hedgerows and a number of trees can be found along most boundaries and across the Site – these are being retained where possible, as outlined within the Environmental Impact Assessment/Environmental Statement that accompanied the outline planning application. There is an existing pond to be retained and enhanced just to the north of the farmyard and associated paddock. No other watercourses exist on the Site.

DEVELOPMENT DESCRIPTION AND S106 TRANSPORT-RELATED PROVISION

- 3.4 The completed development site will provide up to 700 dwellings, including 280 as affordable homes; a neighbourhood centre of circa 500sqm; a 2FE primary school; open space/green & blue infrastructure/landscaping/BNG (circa 10%)/allotments served by a hierarchy of roads, pedestrian/cycle infrastructure.

Site Access

- 3.5 The main vehicular access is from Stotfold Road which would take the form of a roundabout, approximately 75m south of the existing farm access/440m north of the Grovelands Avenue junction. The main estate road off this roundabout runs through the Site connecting to High Dane in the west. A bus gate restriction is to be provided through the central square where the primary school, allotments and local centre are to be located (towards the western end of the Site) – this allows buses, pedestrians and cyclists through but no other vehicular traffic. Some 94 dwellings within the neighbourhood of Threshing Barn Green at the western end of the Site will take access to the wider highway network via High Dane. The main estate road (known as The Avenue) is to have appropriate traffic calming along its length and is to be constructed to adoptable standards.
- 3.6 The bus stop shown to the south of the proposed local centre is within 400m of the majority of residential dwellings. There would be a very small number of units which would be only slightly further than 400m from the bus stop, but the desire route would be secure and well within an acceptable level walking catchment.
- 3.7 A network of pedestrian and cycle paths has been incorporated throughout the design of the development as part of the estate road design and ped/cycle only routes through the built development and within and around the on-site green infrastructure. Specific links are to be provided to Collinson Close, Armour Rise, Highover Way, the Highover Farmyard, High Dane and Stotfold Road.

S278 Highway Works

- 3.8 The S278 works consist of –
- A new three-arm roundabout junction with an ICD of 32m on Stotfold Road approximately 440 metres north of the existing Grovelands Avenue junction,
 - The extension of the 30mph speed limit on Stotfold Road to just north of the new roundabout,
 - A new footway/cycleway extending from the south-east corner of the Site along the western side of Stotfold Road to tie into the existing footway on Stotfold Road south of the Site.

S106

- 3.9 Off-site transport/highway related works are funded through S106 contributions, and these include –
- Extension of the bus service through the Site from High Dane/Stotfold Road,
 - Traffic calming measures along High Dane,
 - Various junction and pedestrian/cycle link improvements,
 - Provision of a ped/cycle link from a new toucan crossing Stotfold Road linking to the Letchworth Greenway and a further extension to the Greenway.

- 3.10 A Travel Plan is also to be provided to reduce reliance on the private car by promoting and encouraging the use of the sustainable travel modes that the development is providing.

STRATEGIC AND LOCAL HIGHWAY NETWORK

- 3.11 The Strategic Road Network (SRN) in the vicinity of the Site is the A1(M) which is to the east of the Site. The A1(M) is managed by the Highways Agency and provides north-south links to London, Peterborough and the rest of the region. The A1(M) links with the M1 and M25 motorways to the south.
- 3.12 Access onto the A1(M) from the Site is via the A1(M) junction 9 to the east of the Site. Junction 9 is about 5.9km from the Site via Woolgrove Road or Stotfold Road, Cambridge Road (A505) and Letchworth Gate (A505).

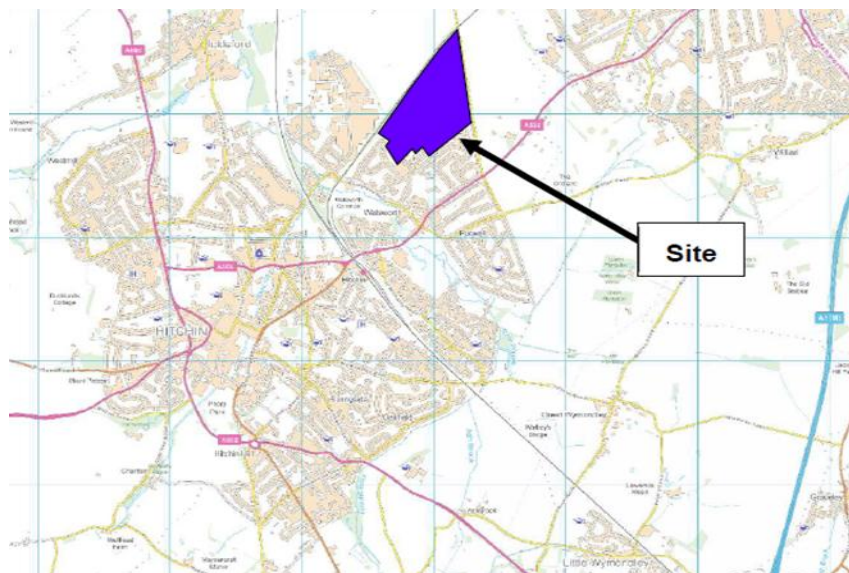


Figure 1: Strategic Highway Network

- 3.13 The local highway network that supports the SRN comprises A and B classified roads, unclassified roads, and residential roads and streets. A505 (Cambridge Road) is approximately 700m to the south of the Site. A505 which forms the main east-west route through Hitchin provides links between Luton to the south-west and Letchworth Garden City and junction 9 of A1(M) to the north-east of the Site.
- 3.14 To the west of the Site, A600 (Bedford Road) approximately 2.7km away provides a north-south link between Hitchin and Henlow Camp, Shefford and Bedford. It provides local access to A507 to the north and A602 to the south-west. West of the Site lies the B656 (Walsworth Road), approximately 1.4km away, providing local connections between the A505 and A602 roads. The road forms links with local roads and streets south-west of the Site.
- 3.15 A602 (Park Way / Stevenage Road) lies approximately 2.7km to the west of the Site. A602 provides access to A1(M) at junction 8. It also forms connections with local roads in the built-up areas of Hitchin and provides access to Stevenage.



Figure 2: Local Highway Network

PUBLIC TRANSPORT NETWORK

- 3.16 The closest existing bus stops to the Site are the Queenswood Drive stops located south of the site along the A505, and the High Dane/Sturgeon's Way stops located west of the Site within the adjoining residential area.
- 3.17 The Queenswood Drive stops are an approximate 10-minute walk from the eastern extent of the Site along Stotfold Road, and the High Dane/Sturgeon's Way stops are an approximate 3-minute walk from the western extent of the Site through to High Dane road and the surrounding residential area.
- 3.18 A summary of provision is provided below.

Table 1.2: Existing Bus Services

Service	Local Bus stop	Route	Monday-Friday	Saturday	Sunday
81	High Dane/Sturgeon's Way	Westmill Estate-Hitchin TC-High Dane	1/hour	1/hour	n/a
37	Queenswood Drive	Butingford-Stevenage	1/every 2 hours	1/ every 2 hours	n/a
97	Queenswood Drive	Hitchin-Stotfold	1/hour	1/hour	1/every 2 hours
98	Queenswood Drive	Hitchin-Baldock	1/hour	1/hour	1/every 2 hours

- 3.19 Located approximately 1.5km southwest of the Site, Hitchin is the closest railway station. Bus services 98 and 37 from Queenswood Drive provide transport to and from the station within a 5- minute journey time.
- 3.20 Hitchin railway station features 291 sheltered cycle stands and provides train services to London Kings Cross, Cambridge, Horsham, Peterborough, Letchworth Garden City and Brighton. A summary of the available train services and approximate service frequency from Hitchin station is provided below.

Table 1.3: Existing Train Services from Hitchin Station

Service Destination	Frequency
London Kings Cross	2 trains/hour
Cambridge	4 trains/hour

Peterborough	2 trains/hour
Brighton	2 trains/hour
Letchworth Garden City	2 trains/hour

Broad Phasing (part i. of condition 18)

- 3.21 As noted in paragraph 1.3 of this CTMP, a detailed SPDP has been submitted and agreed with the Council. A broad summary is provided in the following paragraphs. The Site build is anticipated to last over a period of six years, commencing in early 2026.
- 3.22 The construction of the Site is split into five broad phases as identified on the combined phasing plan , **Figure 3** at the end of this chapter -

Phase 0

- Construction of The Avenue from Stotfold Road through to High Dane to base course level,
- Construction of the new access roundabout on Stotfold Road and associated footpath link for connection to the Greenway Link extension and toucan crossing,
- Construction two temporary construction access roads off Stotfold road either side of the new roundabout,
- Construction of the attenuation pond and infiltration basin in the north of the Site, alongside soakaways, swales, underground drainage pipework and foul pumping station.

Phase 1

- Construction of circa 236 dwellings,
- Construction of electricity substation,
- Construction of Hitchin Meadows green infrastructure/BNG/open space, including a LEAP, Dane Walk with play-on-the-way, Stotfold Linear Park,
- Construction of northern secondary loop road,
- Construction of The Avenue to wearing course,
- Construction of temporary footpath link from eastern end of Site along the southern boundary to Armour Rise,
- Service and access works to the school site boundary and associated land transfer,
- Start of the operational bus service accessed off temporary bus stop on Stotfold Road.

Phase 2

- Construction of circa 158 dwellings,
- Construction of northern part of Icknield Linear Park to the boundary of the school site,
- Potential construction of the school by HCC.
- Removal of northern temporary access and re-instatement of hedge.

Phase 3

- Construction of circa 94 dwellings,
- Construction of Threshing Barn Green open space and the southern end of Icknield Linear Park,
- Construction of local centre,
- Construction of allotments,
- Construction of the Central Square and Highover Park including the NEAP/LEAP and footpaths, public realm and landscaping,
- Footpath/cycle connection through to High Dane, Highover Way, Highover Farmyard.

Phase 4

- Construction of circa 212 dwellings,
- Construction of Pocket Park open space,
- Completion of final footpath/cycle link to Armour Rise, Collinson Close, High Dane and Stotfold Road,
- Creation of access to enable access to the farmyard paddock area,
- Completion of the installation of the bus gate and The Avenue becomes fully operational to vehicular, ped/cycle traffic,
- Removal of temporary southern access and re-instatement of hedge.

3.23 It is difficult to identify the duration of each broad phase, as generally the pace of house building depends on the economic climate and market; phases may overlap, and the identified phases vary in terms of their numbers of dwellings. That said, at this stage, it is anticipated that Phase 1 will commence Autumn/Winter 2026 and complete in September 2029.

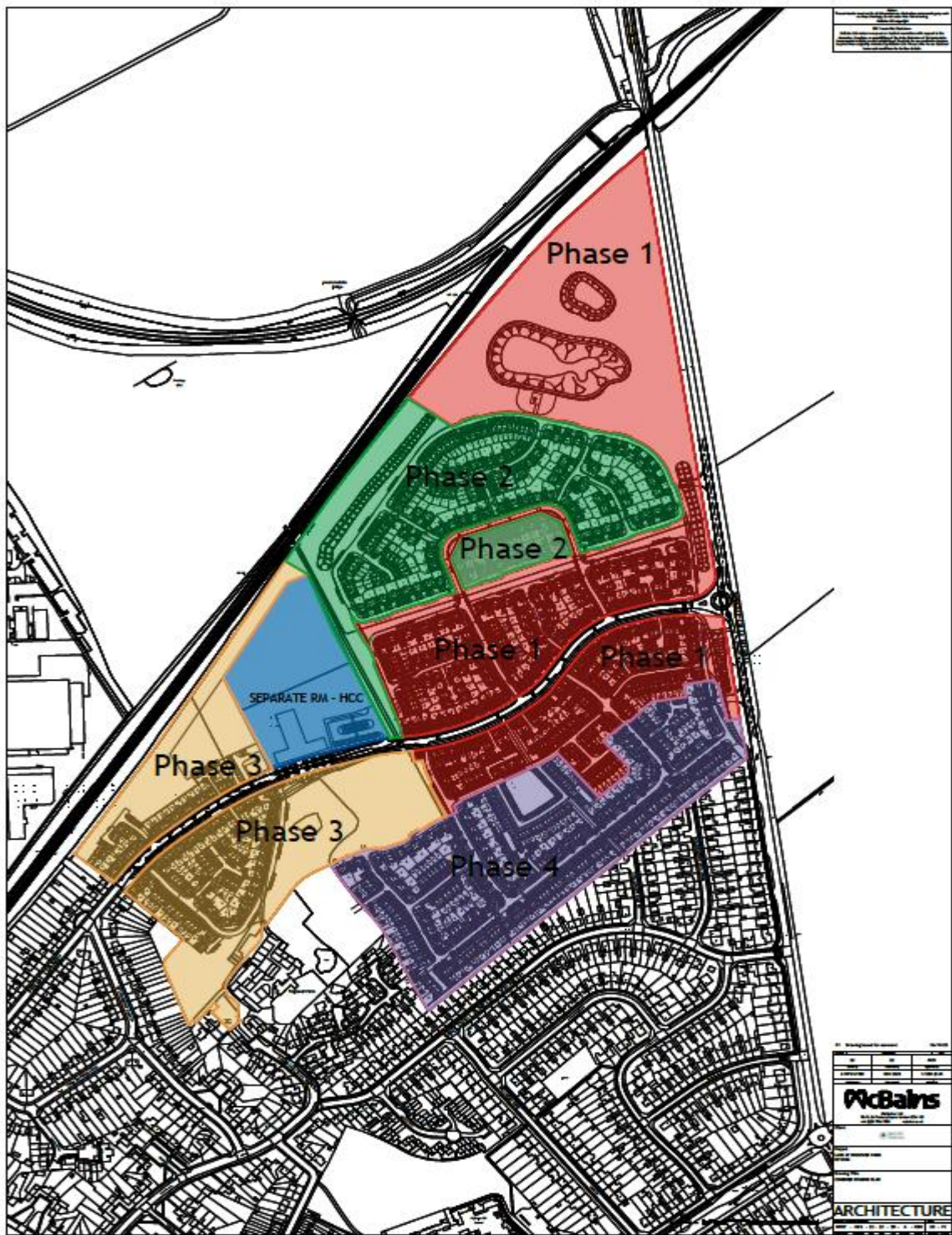


Figure 3: Combined Phasing Plan

4 SITE OPERATION MEASURES

WORKING HOURS

4.1 Except in the case of emergencies, no construction operations, which are audible beyond the boundary of the site, shall take place on site other than between the hours of:

- 08:00-18:00 Monday to Friday
- 09:00-13:00 on Saturdays

4.2 There shall be no working on Sundays or Public Holidays.

ANTICIPATED PLANT

4.3 The following Plant are anticipated for the bulk earthworks and general construction -

Excavation Activities:

- Excavators (e.g. Komatsu 240),
- Backhoe Loaders,
- Dozers (e.g. Komatsu 734),
- Articulated Dump Trucks (e.g. Volvo A25D).

Placement and Compaction Activities:

- Excavators (e.g. Komatsu 240) (materials from stockpiles),
- Backhoe Loaders,
- Dozers (e.g. Komatsu 734),
- Articulated Dump Trucks (e.g. Volvo A25D),
- Compaction rollers (sheepsfoot and/or smooth compactor),
- Ripping equipment (attached to Dozers).

During all activities:

- Water treatment Plant,
- Water douzers for wheel washing and dust control,
- Back acting excavator (JCB type).

4.4 All plant will be operated in line with the manufacturer's guidelines and by contractors who are adequately trained in the use of such plant. The plant will be maintained in good working order and serviced and maintained as required. Plant not in use will be switched off to avoid unnecessary noise. **Plant will not be tracked/used or parked on the public highway.**

SITE STRUCTURES

4.5 A number of temporary structures will be installed on the Site during the construction phases of the development. These will include gatehouses, site compounds, site offices and welfare facilities for construction workers. These temporary structures will be installed in accordance with relevant legislation and regulations.

4.6 All reasonable measures will be taken to avoid creating a material impact on nearby receptors (existing residents, ecology, etc for example), and in reality, this could only be the case if any of the structures were to be placed on or within very close proximity to the Site boundaries, which as can be seen from Figures 4 to 7, is not envisaged, nor is it practical.

4.7 Note that this is not envisaged, but for the avoidance of doubt, if necessary and appropriate, temporary structures, cranes or mechanical plant working adjacent to the Network Rail boundary will be located and operated in accordance with Network Rail guidelines.

STORAGE OF PLANT AND MATERIALS

4.8 Materials used in the construction process such as oil, chemicals, cement, lime, cleaning materials and paint have the potential to cause serious pollution, the impact of which would be exacerbated if a pollutant is discharged into a watercourse.

4.9 Secure, hard-standing space/compounds will be designated by the contractor alongside loading and unloading areas for the initial storage of plant and materials. **These compounds will be within the confines of the Site and not on the public highway.** Due to the size of the development, additional localised storage areas may be introduced, in line with the phasing of the development, to reduce the

movement of plant and materials around the Site (and thereby minimise the noise associated with such movements).

- 4.10 The main construction compound would have a paved surface to its parking, vehicle maintenance and fuel storage areas, with a closed drainage system equipped with both a silt settlement facility and an oil interceptor in line with best practice. Discharge from the settlement facility could be controlled such that all flow is attenuated and tested before its release to ensure that the water quality meets agreed criteria.
- 4.11 Plant and equipment would be stored in areas that are less susceptible to a potential pollution incident, or on dedicated hard standings. Special attention should be paid to the proximity of ecological buffer zones and potentially sensitive ecological features including nearby trees, hedgerows and watercourses.
- 4.12 No construction material, spoil or potential pollutants should be stored closer than 5 metres to any area or feature of important semi-natural habitat. The same restrictions should be applied to the location of any site compounds and the movement of heavy vehicles. Where the 5-metre buffer zone is not achievable, temporary protective fencing could be used to delineate this exclusion zone. If works required within areas of important semi-natural habitat are unavoidable, best working practices should be adopted so that the vegetation is restored as soon as possible after completion of the works.
- 4.13 Plant should be refuelled in the construction compound on an impermeable surface and away from any drains or watercourses. A spill kit should be available in the event of an accident and would be kept in the refuelling area.
- 4.14 Storage containers should be clearly marked on tanks and a notice displayed requiring that valves and trigger guns are locked when not in use.
- 4.15 Reasonable measures should be taken to ensure storage areas and containers are protected against vandalism and unauthorised interference and all containers should be turned off and securely locked when not in use.
- 4.16 Spill kits should be located in storage areas along with clear written procedures on how to address a spillage if it occurs. Leaking or empty oil drums should be removed from the site immediately and disposed of via a licensed waste disposal contractor.
- 4.17 All topsoil and subsoil should be handled and stored carefully in accordance with the relevant standards to minimise the potential for damage to the soil structure. A detailed method statement should be produced by the Principal Contractor clearly identifying correct stripping, soil handling, storage, placement and programming requirements to avoid compaction and moving the material in unsuitable weather conditions. This would be reviewed by the PEM.

SECURING THE SITE

- 4.18 Secure boundary fencing around the Site will be maintained throughout the development – **the Heras fencing has already been installed around the boundaries of the Site, set back from the public highway as appropriate.** Where it is necessary to temporarily or permanently alter the existing security fence (e.g. where new access roads are constructed), a suitable temporary security fence or hoarding will be provided. This will be monitored and maintained throughout the works to ensure a safe working environment and prevent risk to the general public. Additional temporary security fencing will be erected around hazardous or restricted areas of site works as required.
- 4.19 When house builders commence development of parcels, they will be responsible for securing the Sites upon which they are developing if appropriate.
- 4.20 No works are anticipated to the Network Rail Boundary – secure fencing along this boundary has been in place for some time.

Protective fencing/buffer zones

- 4.21 Condition 26 of the planning permission requires that all the trees and hedgerows within the Site and on its boundaries that are to be retained as part of the development shall be protected through the erection of temporary chestnut paling or chain link fencing of a minimum height of 1.2m. The fencing shall also be placed at the appropriate minimum distance from the tree trunk/hedgerow central line in accordance with section 4.6 of BS5837:2012.
- 4.22 Building materials and compounds will be at least 10m away from the trees and hedgerows. There shall be no fires lit where flames could extend to within 5m of the foliage. No notices shall be attached to the trees.

- 4.23 Fencing is to be erected in accordance with these requirements – **as noted above, the Site boundary has already been secured using Heras fencing.**

CONSTRUCTION COMPOUNDS/WELFARE

- 4.24 Within the Site, construction vehicles will need to utilise temporary haul roads to access construction areas of the development in turn with the progression of each phase.
- 4.25 In Figures 4 – 7 below are the indicative layouts for each construction phase including locations of the David Wilson Home (DWH), Barratt and Redrow welfare/site compounds (yellow) and indicative haul routes as shown purple.
- 4.26 Phase 1 construction routing (**Figure 4**) would feature:
- A construction haul route from the northern temporary construction access off Stotfold Road that follows the future internal road of Phase 2 to the border of Phase1 open space and down to the central loop road onto The Avenue as part of Phase 1. This is to allow construction access to Phase 2 and the northern section of Phase 1
 - A secondary haul route from the southern temporary access south of Phase 1,
 - Construction traffic utilising the Avenue in order to construct the dwellings either side of that route within Phase 1.
- 4.27 Construction vehicles could utilise the surrounding undeveloped area around the proposed haul routes to turn and egress from the temporary construction accesses to avoid use of the built roads and merging with eventual development traffic.
- 4.28 A temporary footpath through the Site (**see Phase 1 Plan with footpath shown in green**) is to be provided along the southern boundary of the Site linking into Armour Rise - **Heras fencing will be located on either side of the footpath to ensure public safety; lighting can be included if and when required.** This path extends north near Stotfold Road to Hitchin Meadows, crossing both temporary access points and the Avenue – controlled and safe crossings will be provided to enable pedestrian traffic to reach Hitchin Meadows. **The pedestrian route either side of The Avenue would utilise the approved crossing being put in as part of the road works.** The footpath and crossings would remain in situ through the construction of Phases 1-3 inclusive.

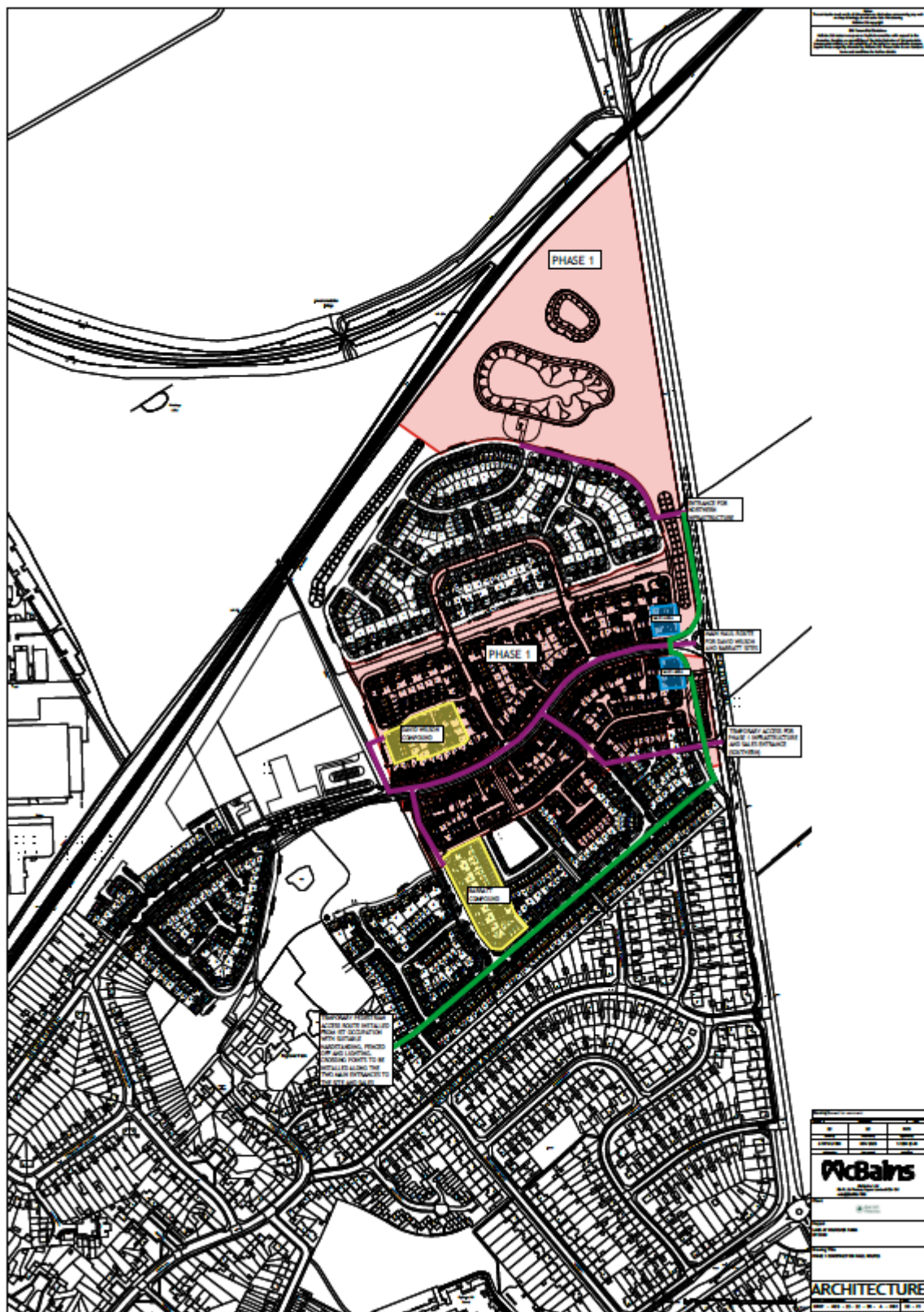


Figure 4: Phase 1 Construction Routing

- 4.29 Phase 2 construction routing (**Figure 5**) would feature a construction haul route from the northern temporary construction access off Stotfold Road that follows the northern perimeter road being provided as part of Phase 2. Redrow compound would be removed at the end of the Phase. Both construction and resident traffic would continue to use the Avenue.

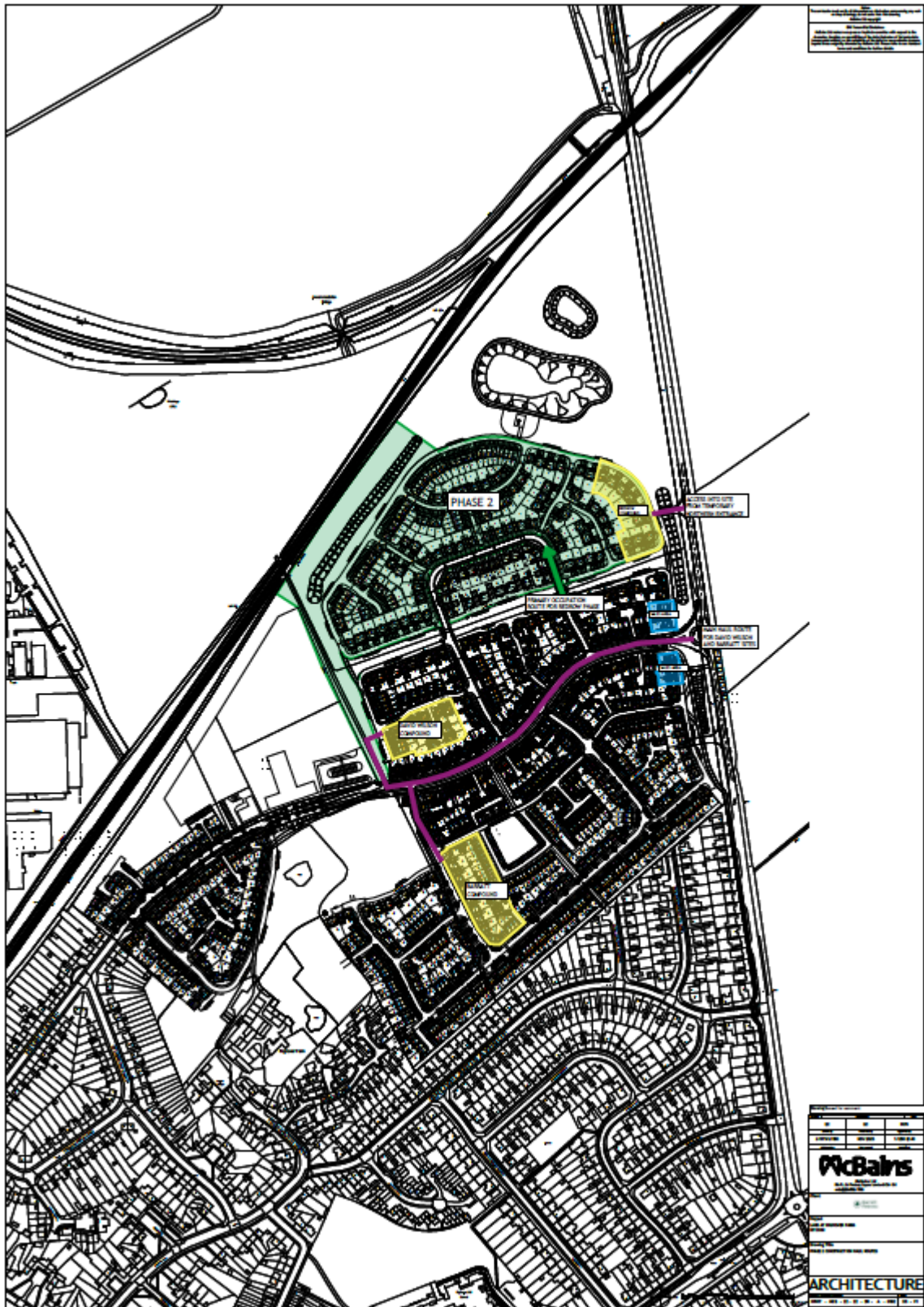


Figure 5: Phase 2 Construction Routing

- 4.30 Construction traffic would also continue to use the Avenue. The temporary footpath would remain in situ as per Phase 1.

4.31 Phase 3 construction routing (**Figure 6**) would feature:

- The closure to the northern temporary construction access,
- Continued use of the Avenue for both construction and resident traffic,
- Continued use of the southern temporary access for construction traffic,
- Relocation of the David Wilson compound to south of the Avenue to allow the construction of the remaining houses to the north, and
- A new haul route across southern end of Highover Park to construct Phase 3.

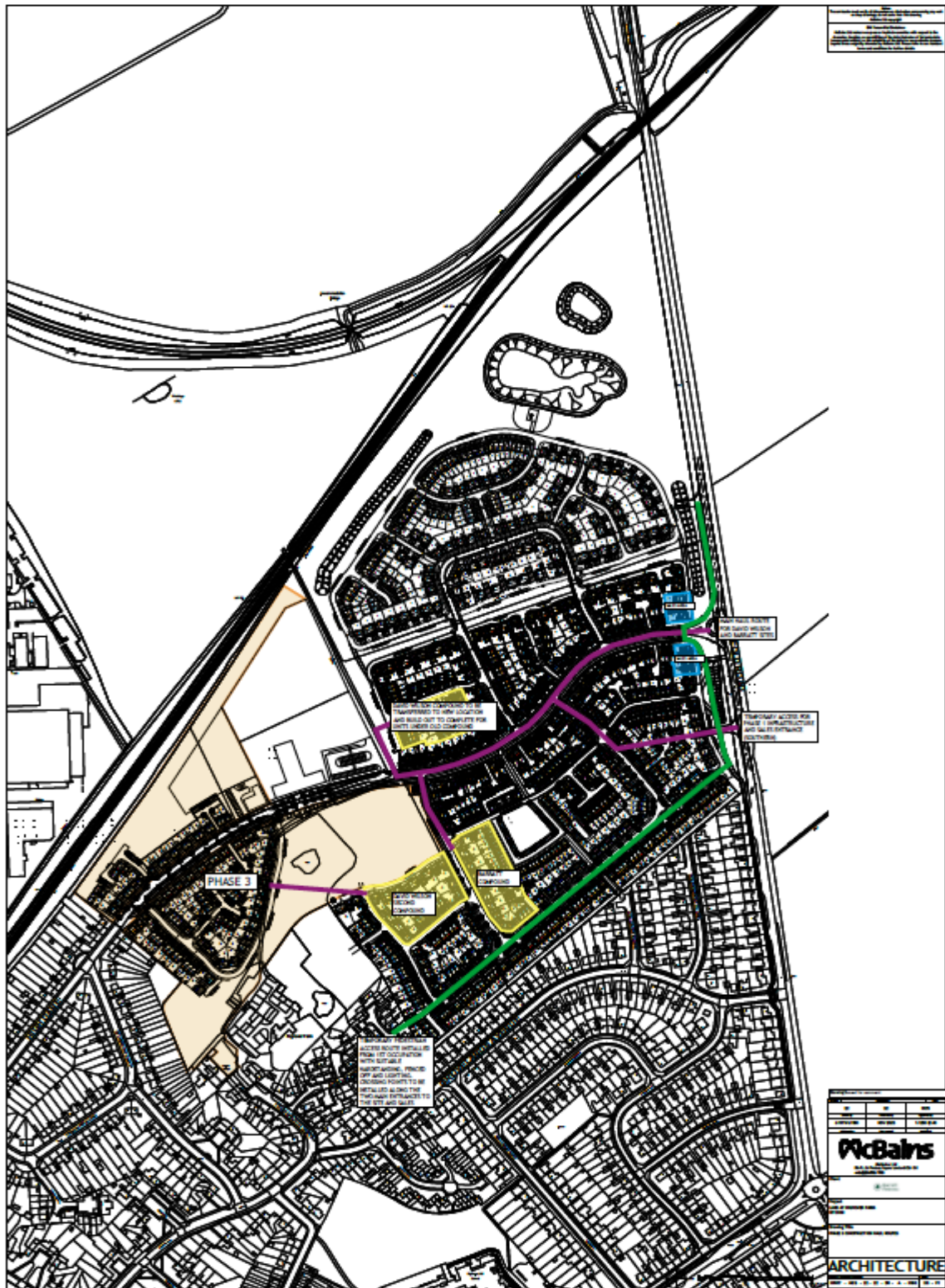


Figure 6: Phase 3 Construction Routing

5 CONSTRUCTION TRAFFIC AND ACCESS

TEMPORARY CONSTRUCTION ACCESS

5.1 Alongside the main access roundabout construction in Phase 0, two temporary construction traffic accesses will also be created, the location of which is shown on Figures 4-7 in Chapter 4. The design principle of these accesses is included at **Appendices 3 and 4**. These accesses will assist in the separation of some construction traffic from the residential operational traffic as the Site is gradually built out and occupied.

5.2 Table 1.4 below identifies the works and traffic management required.

Table 1.4: Temporary Construction Access Traffic Management Schedule

WORKS ORDER	WORKS DESCRIPTION	SCHEDULED PHASE
1	Construction of the Northern Temporary Construction Access – Traffic Management (TM) required to tie in the bellmouth – (Anticipated TM for this Phase would only be required for a few days given the limited works to tie in the Temporary Construction Access Bellmouth)	Phase 0
2a	Construction of the Southern Temporary Construction Access – TM required to tie in the bellmouth – (Anticipated TM for this Phase would only be required for a few days given the limited works to tie in the Temporary Construction Access Bellmouth)	Phase 0
2b	TM required with both Northern and Southern Temporary Construction Accesses operating together as shown in Appendix 1 – It is anticipated this TM could be operating/required late autumn 2025 and be in place until the end of 2025/early 2026 when s278 works is anticipated to begin.	Phase 0
3	s278 Works – Initial earthworks required to construct s278 roundabout will likely require a road closure. TM showing road closure and TM required for the diversion is shown in Appendix 1. Anticipated that the earthworks required for the s278 roundabout could mean this phase of TM would be required for 3-4 weeks.	Phase 0 to Phase 1
4	s278 Works – TM required to facilitate construction of the s278 works and maintaining access for both temporary construction accesses, TM allows single lane traffic operation on Stotfold Road (western carriageway). It is anticipated that the works required for the s278 roundabout could mean this phase of TM would be required for circa 2-3 months.	Phase 0 to Phase 1
5	s278 Works – TM required to facilitate construction of the s278 works and maintaining access for both temporary construction accesses, TM allows single lane traffic operation on Stotfold Road (eastern carriageway) – It is anticipated that the earthworks required for the s278 roundabout could mean this phase of TM would be required for circa 1-2 months;	Phase 0 to Phase 1
6	s278 roundabout completed – TM required for Northern Temporary Construction Access (in the case that the northern part of the site is developed ahead of the southern part).	Phase 0 to Phase 1
7a	s278 roundabout completed – TM required for Southern Temporary Construction Access (in the case that the southern part of the site is developed ahead of the northern part), TM also shows how the s278 works to facilitate additional carriageway narrowing south of the construction access can be undertaken.	Phase 0 to Phase 1
7b	s278 works complete –TM required with both Northern and Southern Temporary Construction Accesses operating together. Overall, it is anticipated that the Temporary Construction Accesses could be in place for 2-3 years if not a bit longer.	Phase 0 to Phase 1

CONSTRUCTION ROUTING

5.3 All construction vehicles servicing the Site will access from Stotfold Road via the two temporary construction access and once completed, the new roundabout junction into the Site. There will be no construction traffic entering the Site either from High Dane or via Highover Way.

5.4 Where possible, local businesses and merchants will be used to source construction materials, even those requiring larger delivery vehicles. The routing of these construction vehicles to the Site will need to be reviewed in line with this document at that time to minimise disruption to local road users and residential areas and ensure a suitable and feasible route to the Site.

5.5 Construction vehicles **will access** the Site from the route off the A1 (M) J9 to Letchworth Gate, A505, Stotfold Road and then into the Site via the temporary accesses. The proposed construction traffic route to/from the Site is provided in **Figure 8**. The roads along the construction route have been evaluated.

- 5.6 **A1 (M) Junction 9:** This motorway interchange connects the A1 (M) and A505 southeast of the Site. J9 is signal controlled, with lighting and an average carriageway width of approximately 9m. There is a slip lane for traffic joining A505 Letchworth Gate from the south.
- 5.7 **A505 (Letchworth Gate):** The Letchworth Gate A505 section extends between the A1 (M) J9 Interchange and the A505 / Pixmore Way / B656 roundabout towards the Site. Letchworth Gate is subject to a 40mph speed limit from the A1 (M) Interchange until the A505 / Pixmore Way / B656 roundabout where the speed limit drops to 30mph continuing west towards the Site.
- 5.8 Upon Letchworth Gate from the vicinity of the A1 (M) J9 interchange continuing northwest towards the Site a restriction is in place to enforce no waiting for vehicles exceeding 5 tonnes between hours 00:00 to 07:00 and hours 20:00 to 00:00 Monday to Friday, and no waiting at any time Saturday and Sunday.
- 5.9 **A505 (Baldock Road/Hitchin Road/Cambridge Road):** Leading west of the A505 / Pixmore Way / B656 roundabout, the Baldock Road section of the A505 merges into the A505 Hitchin Road and then Cambridge Road to eventually join the Stotfold Road / Cambridge Road / Queenswood Drive roundabout just south of the site.
- 5.10 Along Baldock Road and Hitchin Road the 30mph speed limit remains in place until merging into Cambridge Road. Heading west on Cambridge Road the waiting restriction for vehicles exceeding 5 tonnes is removed (zone ends) and a 40mph speed limit is in place until changing to a 30mph speed limit at the approach of the Stotfold Road / Cambridge Road / Queenswood Drive roundabout.
- 5.11 **Stotfold Road:** North of the Stotfold Road / Cambridge Road / Queenswood Drive roundabout leads Stotfold Road. This road runs adjacent to the eastern boundary of the Site and is where the temporary construction accesses are located. Stotfold Road features a 30mph speed limit along its extent until approximately 2km north of Grovelands Avenue where national speed limit then applies.

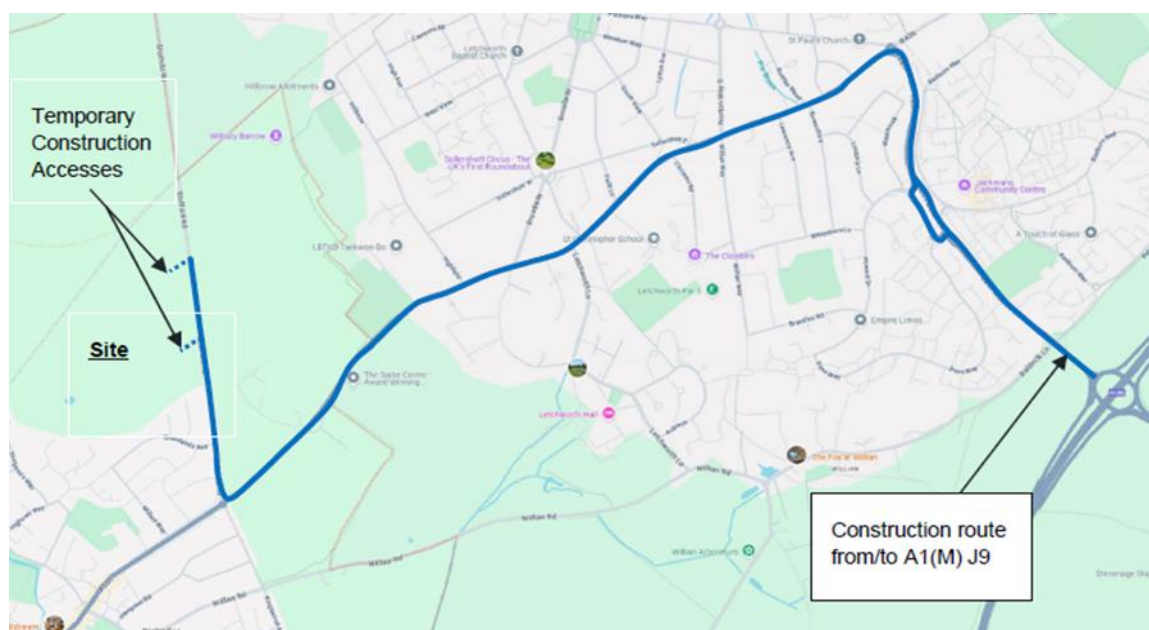


Figure 8: Construction Traffic Routing to the Site

- 5.12 A tracking drawing for the roundabout at Cambridge Road/Stotfold Road for a low loader construction vehicle is provided as **Appendix 5**.

CONSTRUCTION TRAFFIC MANAGEMENT

- 5.13 During the construction phase of the development, traffic will be generated by the workforce, delivery vehicles and construction plant.
- 5.14 Delivery vehicles will convey various materials to/from the site depending on the progress of the build. During the initial construction stages most materials will be ordered in bulk and will be delivered to the Site as and when required in full HGV loads. It is proposed that all deliveries be timed such that these occur outside of peak busy times and therefore deliveries will be after 0900 and before 1500, avoiding school drop-off/pick-up hours. This would include concrete wagons that will complete regular deliveries of materials to the Site from batching plants in the local area on days when large concrete pours are taking place. Brick/blocks for internal and external walls and roofing materials will also generate delivery trips during the early construction phase.

5.15 During the later stages of the construction phase, it is expected that the supply of most materials required for the fit-out of the units such as electrical, sanitary ware, decoration etc. could be sourced from local businesses and merchants which will assist in mitigating the volumes of new trips on the wider road network, as well as contributing to the local economy. It is expected that the majority of these deliveries would be made by van or LGV which are not considered to present an impact of greater significance on the road network than a typical private car.

5.16 Anticipated construction vehicle numbers and types are identified within the table below, with the peak number of vehicles in a day likely to be circa 60-65 (with circa 20 of those as deliveries). This accords with the assumptions made back in 2018 when the outline planning application, Environmental Statement and Transport Assessment were first submitted.

Table 1.5: Anticipated Construction Vehicle Numbers

Construction Stage	No. Vehicles/day	Vehicle Class
Enabling Works/Substructure	25-30	C1, C, CE
Superstructure	40-50	B1, C1, C, C1E, CE
Fit out	10-15	B1, C1, C, C1E, CE
Peak Period of Construction	60-65	

5.17 In line with the air quality requirements a maximum-speed-limit of 15 mph on surfaced and 10 mph on unsurfaced haul roads and work areas will be imposed. This will aid in minimising and controlling nuisance arising from construction traffic.

5.18 Transportation of large construction plant would take place by HGV low loader type vehicles and would only be required on an infrequent basis, most notably at the beginning and end of the construction phase as site operations are wound up/down.

5.19 All Heavy Goods Vehicles shall use white noise reverse sounders rather than reverse beepers.

5.20 Advice shall be provided to all drivers accessing or leaving the site along Stotfold Road to ensure awareness of other local users and associated risks. Construction **traffic signage** will be provided generally in accordance with the principles set out in the Traffic Signs Manual as produced by TSRGD. The specific nature of the signing will need to respond to detailed phasing patterns of the Site and would be agreed with the highway authority prior to implementation. This would include signage throughout the construction period instructing that no construction traffic is to use High Dane or Highover Way. The Site Manager will be responsible for ensuring that the signing strategy applicable to the specific construction phase is accurate with all signs clearly visible to road users. A regular check on the integrity of the signing will be the responsibility of the Site Manager.

Wheel Washing

5.21 An area close to the Site gate would be designated for vehicle washing, and in order to minimise deposition of mud on the highway all construction traffic would pass through a wheel washing facility. A pressure washer, with manual brushing facilities will be provided on site and used as frequently as deemed necessary by the condition of the road adjacent to the operational site accesses, as determined by the site manager as part of the daily visual dust inspection regime, and in consultation with the local authority's highways department as necessary.

5.22 The location and operation of the wheel washing facilities will be reviewed on a monthly basis by Barratt Redrow in accordance with their site management practices and health and safety managers – as construction progresses and the Site is occupied it will be necessary for these facilities to move along The Avenue to ensure this itself remains clean for residents use, as well as the main highway network external to the Site.

5.23 Open top vehicles would also be sheeted when travelling on the public highway. The use of road sweepers would be implemented if required.

5.24 All deliveries to the Site should be supervised by a responsible person and storage tank levels would be checked before delivery to prevent overfilling and that the produce is delivered to the correct tank.

Parking

- 5.25 There will be adequate space available for on-site parking for site personnel. **There will be no site staff parking on the public highway.** The Principal Contractor will also identify potential public transport options and provide details within the site compound. This will enable site workers to use public transport. The Principal Contractor will also encourage car sharing and give preferential parking to car sharers.
- 5.26 **Traffic management plans are not currently in place – the Principal Contractor will create these and agree them with the Highway Authority prior to commencement on Site.**

6 MANAGING CONSTRUCTION IMPACTS – ENVIRONMENTAL FOCUS

- 6.1 The recommendations contained within this CTMP are based upon industry best practice and the CTMP should be regularly reviewed to reflect changes in industry standards.
- 6.2 During the construction works the Site Manager / Contractor's Foreman will be available on a weekly basis, to meet and discuss with stakeholders at nearby sensitive receptors any activities planned at the Site for that week. The purpose of this will allow open discussion on the activities planned at that time, the risk associated with them and will also provide residents with the means to raise concerns on the timing of activities and/or the control measures to be applied.

CONTAMINATED LAND

- 6.3 Condition 20 on the planning permission required the submission of Phase II Environmental Risk Assessment Site Investigation be undertaken alongside a Remediation Strategy where and if necessary. This has already been submitted to the Council and the condition discharged on 26 June 2025 (reference 25/00916/DOC).
- 6.4 It indicated that historically the site was agricultural land and has remained largely undeveloped to date. No significant area of potentially infilled land is recorded on the Site. The potential for environmental risk and liabilities is considered to be Low to Very Low. Re-profiling and landscaping works will take place and the soil from this is intended to be re-used on the Site.
- 6.5 Notwithstanding the above, condition 20 does include the standard condition wording relating to unsuspected contamination if found during construction works – work will cease until the appropriate remediation has been agreed with the Council.

LIGHTING

- 6.6 In determining the lighting arrangement on site, consideration will be given to residents and other sensitive receptors (such as the operational railway) that may experience a nuisance by light. Where appropriate, measures will be implemented to reduce obtrusive light.
- 6.7 Where appropriate the following measures will be considered for implementation:
- Dim or switch off lights where it is safe to do so,
 - Use specifically designed equipment and task-based lighting,
 - Minimise sky glow by use of modern flood lights with appropriate shields to avoid light spill, and
 - Position and angle lights to minimise light pollution of adjacent receptors.
- 6.8 All temporary lighting will be installed and operated in accordance with the "Bats and Lighting in the UK" (Institution of Lighting Engineers, 2008) guidance where applicable. Efforts shall be made to impose reduced lighting levels along known bat navigation routes through the site, particularly near to features such as the buffer zones, woodland edge, ponds and mature trees/hedgerows. Lighting will also be avoided around existing bat roosts and around any bat boxes or roosts created during the scheme construction.

ECOLOGY

Habitat Clearance and Protected Species

- 6.9 Method Statements will be prepared for all works that may affect ecological features, including tree/hedgerow removal (as appropriate), woodland and pond works. Trees and hedges that are specifically identified to be retained will be clearly identified and are to be protected from construction activity (condition 26 on the planning permission refers). Retained trees on the Site are to be protected in line with British Standard: 5837 "*Trees in Relation to Construction*".
- 6.10 A general ecological briefing will be given to construction site workers informing them of the ecological value of habitats and species present on site, protection measures put in place, safe working methods relating to ecology, and contingency plans in case of discovery of a significant species/invasive plants during works.
- 6.11 Where possible, topsoil will be stripped and appropriately stored for re-use on the site ensuring the existing wild flora seed bank is retained.

Reptiles

- 6.12 Any field margins, hedgerows and wooded habitat to be lost or damaged by construction works will be subject to precautionary clearance works to allow reptiles to disperse safely into adjacent retained habitat, avoiding any direct impact to individual reptiles.
- 6.13 Vegetation clearance will ideally take place during the period March to September, during warm and dry conditions when reptiles will be active and able to disperse safely, subject to nesting bird constraints. Clearance will be completed in a staged manner, comprising gradual vegetation height reduction from 200mm to ground level. All arisings will be removed to prevent use as refugia.
- 6.14 Direction of cutting will be undertaken strategically at the furthest point from the retained suitable reptile habitats, moving gradually towards retained areas of the Site. Suitably experienced persons will move ahead of the clearance works, conducting a hand search of any potential refugia for reptiles. Any reptiles found will be captured and relocated to an area of retained habitat.
- 6.15 Prior to the onset of construction vegetation height will be maintained below 150mm to maintain the habitat as unsuitable for reptiles and prevent the dispersal of reptiles into phase one of the development during construction.

Birds

- 6.16 Based on their legal protection, any clearance of potential nesting habitat (i.e. wooded habitat, hedgerows, grassland fields, arable land) should be undertaken outside of the bird nesting season (March-August inclusive) or immediately following confirmation by a suitably qualified ecologist that no active nests are present.
- 6.17 No site preparation work will be undertaken within the bird breeding season, until the area has been checked for nesting birds by a suitably experienced ecologist.
- 6.18 Where nesting birds are confirmed, an appropriate stand-off will be agreed with the scheme ecologist and maintained until all young have fledged or the nests are otherwise deemed inactive.

Bats

- 6.19 During the construction phase no night-working will be permitted and lighting will be kept to an absolute minimum for security purposes only to limit disturbance to foraging and commuting routes.
- 6.20 Prior to felling or significant tree surgery works, trees identified to have potential to support roosting bats will be subject to precautionary tree climbing inspection surveys, with any subsequent mitigation carried out as required.

WATER RESOURCES

- 6.21 Works will be undertaken in accordance with approvals from the Environment Agency where appropriate and will adhere to Environment Agency Guidelines available at <https://www.gov.uk/guidance/pollution-prevention-for-businesses>.
- 6.22 The online guidance includes content on -
- Polluting Substances,
 - Activities that produce contaminated water,
 - Correct use of drains,
 - Storing material, products and waste,
 - Unloading and moving potential pollutants,
 - Construction, Inspection and maintenance,
 - Set up and environmental management system,
 - Contact the Environment Agency.
- 6.23 There is a notable risk of pollution of sensitive sites from silty runoff, particularly from large areas of exposed ground on the construction site. Stockpiles of soil and materials shall be located in a sheltered location and as far as possible away from residential properties, water bodies, trees, and woodland.
- 6.24 In order to mitigate the risk of flooding during the construction stage, it is proposed to construct the strategic swales, attenuation pond and infiltration basis at the beginning of the construction programme. These shall be designed to collect and attenuate surface water, which will mitigate the risk of flooding

from the increase in surface water runoff at the Site. The pond will allow sediment from the construction phase to settle which will in reverse the adverse effect of the construction phase on the water quality of the surface water run-off.

- 6.25 The construction will adhere to the principles of PPG6 Working at Construction and Demolition Sites produced by the Environment Agency. It states that there should be plant; wheel and boot washing facilities in an area of hardstanding situated at least 10 m from any surface waters.
- 6.26 A bunded storage area will be located on the Site for the duration of the construction period for the storage of oils, fuels, chemical and other hazardous construction materials.
- 6.27 Plant and equipment would be stored in areas that are less susceptible to a potential pollution incident, or on dedicated hard standings. Liaison with the Environment Agency will be undertaken to establish suitable areas.
- 6.28 Vehicle and construction plant should be refuelled in the construction compound on an impermeable surface and away from any drains or watercourses. A spill kit should be available in the event of an accident and would be kept in the refuelling area.

NOISE/VIBRATION

- 6.29 An acoustic survey has previously been undertaken at a selection of locations within the Site to establish existing ambient noise levels. The noise monitoring was completed in accordance with a methodology agreed with the Local Planning Authority. The Principal Contractor will adopt steps and procedures to minimise the creation and impact of noise and vibration, resulting from the Site preparation, groundwork and construction phases by applying BS 5228-2009+A1:2014 (Code of practice for noise and vibration control on construction and open sites).
- 6.30 The Principal Contractor would be responsible for ensuring that the construction activities comply with the agreed noise levels, and for reviewing the method statements for each activity to ensure that best practice is employed. This should include the following measures:
- Employing best practices and following the guidance given in BS 5228 'Code of practice for noise and vibration control on construction and open sites' (Parts 1 & 2) 2009+A1:2014,
 - Careful selection of working methods and programme to minimise impacts,
 - Compliance with the CTMP to minimise disruption and disturbance,
 - Training of all scaffolding personnel on the importance of handling the scaffolding to maintain minimum noise levels,
 - Completion of deliveries and operations within the hours of site operation set out earlier in this CTMP,
 - Prohibition of delivery or removal lorries from waiting within the Site with their engines running,
 - Directing noise from plant e.g. exhausts or engines away from sensitive locations,
 - Introduction of controls on the sequencing of works and noise protection on an activity-by-activity basis. Examples could include the positioning of static plant away from properties and turning off mobile plant, when not in use,
 - Early completion of any earth bunding, site hoardings and any permanent noise barrier as early as practical in the construction programme,
 - Avoidance of the use of percussive plant where alternative non-percussive plant is available for a given task. Compressors used should be sound reduced models fitted with proprietary acoustic enclosures. All pneumatic tools should be fitted with silencers or mufflers. All plant should be properly and regularly maintained and sited as far from sensitive receptors as possible to help to minimise noise nuisance,
 - Siting equipment behind physical barriers,
 - Switching all audible warning systems to the minimum setting required by the Health and Safety Executive,
 - Restriction of the use of radios, other sound systems or loud speakers on the Site, and
 - Minimisation of cutting operations or other noisy tasks through off-site fabrication wherever practicable. Localised shielding of noisy operations could be required where there may be a risk of exceeding sound levels at the agreed monitoring points.

AIR QUALITY/DUST MANAGEMENT

- 6.31 During the construction phase, there will be various site clearance and construction activities undertaken that all have the potential to generate dust and particulate matter, for example:
- haulage routes, vehicles and construction traffic,
 - materials handling, storage, stockpiling, spillage and disposal,
 - site preparation and restoration after completion,
 - construction and fabrication processes, and
 - internal and external finishing.
- 6.32 The Principal Contractor shall ensure that the Environment Agency's Guidance are followed and that all sub-contractors are aware of the following control measures, which have been adapted from the dust control measures published by the Institute of Air Quality Management:
- General training and awareness –
 1. Staff at all levels will be provided with the necessary training and instruction in operational control procedures to control dust emissions. Training, awareness and competence will be evaluated on a routine basis to ensure ongoing effectiveness.
 2. The Site will have a regular cleaning regime, the frequency of which will be determined by the site manager, based on the programme of works and the conditions at the time, and the immediate cleaning up of spills will be undertaken.
 3. Daily inspections will be undertaken of Site boundary locations near to sensitive receptor locations. If there is evidence of dust from the Site depositing beyond the Site boundary, this will be reported, investigated and measures implemented to prevent further deposition.
 4. Site management will update nearby sensitive receptors on potentially dust generating activities to be undertaken on a weekly basis, particularly when works are being undertaken in close proximity to them.
 5. Re-vegetate earthworks and exposed areas to stabilise surfaces as soon as practicable. Use Hessian or mulches where it is not possible to re-vegetate or cover with topsoil, as soon as practicable. Only remove the cover in a small area during work and not all at once.
 - Road Traffic Management –
 1. An on-site speed limit of 10 mph will be enforced on-site, to reduce the amount of dust re-suspended by HGV movements.
 2. Vehicles carrying potentially dusty remediation material from the site will require sheeting or containment to ensure that dust is not released onto the public highway.
 3. The access road and hard-standing areas will be kept clean to ensure that dust is not re-suspended by vehicle movements on the Site.
 4. The public roads in the vicinity of Site accesses will be kept clean to ensure that dust is not re-suspended by vehicle movements off the Site.
 5. Wheel washing facilities will be in operation at all times during development work phases.
 6. Inspect on-site haul routes for integrity and instigate necessary repairs to the surface as soon as practicable.
 - Materials, storage and handling –
 1. The number of handling operations of potentially dusty materials will be kept to a minimum, ensuring that any such material isn't moved or handled unnecessarily.
 2. Temporary stockpiles will be located away from site boundary, dampened down and removed as soon as practical. The slopes on stockpiles should be no steeper than the natural angle of repose of the material and should maintain a smooth profile. Regular monitoring of stockpiles shall be carried out to check for wind entrainment.
 3. Reduced drop heights shall be used where possible to control dust.
 4. Water will be available on-site for dust suppression at all times during the construction phase of the works.
 5. Ensure all vehicles switch off engines when stationary - no idling vehicles.

6. Avoid the use of diesel or petrol-powered generators and use mains electricity or battery powered equipment where practicable.

7 HEALTH AND SAFETY

- 7.1 All workers and visitors entering the Site will be made aware of, and comply with, national and EU health and safety protocol, in addition to site-specific guidelines that may be issued by the site owner or Principal Contractor for that element of the Site works. This will include the completion of necessary plans or statutory forms required by national or EU legislation as it is applicable to the Site and the proposed works.

8 SITE MANAGEMENT AND COMMUNITY

ROLES AND RESPONSIBILITIES

- 8.1 This CTMP will eventually form part of the contract between the Client and Principal Contractor, with obligations for the Principal Contractor to comply with the implementation regime. The Client is responsible for monitoring the traffic and environmental impact of the Principal Contractor's site activities, subsequently reviewing their performance with respect to the CTMP to ensure its objectives are being achieved. A copy of this CTMP will be provided to all sub-contractors such that they will also implement the mitigation and management procedures detailed herein; it will remain the responsibility of the Principal Contractor to ensure that sub-contractors comply with this plan.

THE CLIENT

- 8.2 The Client will appoint a suitably qualified Project Environmental Manager (PEM) or equivalent to monitor the Principal Contractor's compliance with the CTMP and advise the Client on any traffic or environmental issues that arise during the construction phase.
- 8.3 The PEM's role will include the following tasks:
- Review and comment on the appointed Principal Contractor's detailed plan for managing and delivering the CTMP,
 - Oversee the agreed programme of traffic and environmental monitoring relevant to each construction activity,
 - Participate in Principal Contractor performance review meetings as required,
 - Contribute to communication on traffic and environmental matters between the project stakeholders and any relevant statutory bodies,
 - Carry out site traffic and environmental inspections and audits, as necessary, to review compliance with the CTMP, including adequate protection of valuable wildlife habitat and water bodies,
 - Monitor implementation of any corrective action required by the appointed Principal Contractor and communicate issues to the wider project team as necessary,
 - Monitor the Principal Contractor's management of traffic and environmental complaints,
 - Monitor the appointed Principal Contractor site activities to ensure that all relevant traffic and environmental legal consents, licences and exemptions are in place in advance of relevant works commencing, and that the requirements are adhered to, and
 - Co-ordinate the CTMP review process.

PRINCIPAL CONTRACTOR

- 8.4 It is understood that the Project Manager for the Principal Contractor will perform the role of Works Environmental Manager (WEM). The holder of this role will be responsible for ensuring that the construction activities comply with the requirements of the CTMP and for coordinating and managing the Principal Contractor's traffic and environmental obligations on a day-to-day basis. The WEM will ensure that appropriate resources are available and any necessary traffic and environmental controls or mitigation measures are implemented as required.
- 8.5 The WEM's role would be likely to include the following tasks:
- Provide a detailed plan for managing the requirements of the CTMP prior to work commencing; Periodically review and as necessary update arrangements for delivering the CTMP;
 - Act as the Principal Contractor's main point of contact in relation to traffic and environmental issues and liaison officer with the Highway Authority, Environment Agency and other relevant statutory bodies;
 - Provide traffic and environmental awareness training, including an induction for all site workers to support CTMP implementation;
 - Monitor the traffic and environmental performance of sub-contractors and provide direction as necessary;
 - Ensure full co-operation with the site traffic and environmental inspection and audit programme;
 - Ensure that all traffic-related and environmental incidents and complaints, where they are directed to the appointed Principal Contractor are investigated, recorded and reported to the PEM;

- Ensure that any required corrective and preventative actions are taken in line with the relevant procedures; and
- Keep records to demonstrate implementation of the CTMP.

STAFF AND SUBCONTRACTORS

8.6 Although the PEM and Principal Contractor will lead on the implementation of the CTMP, all persons working on the Site should take a proactive approach to traffic and environmental matters. This positive behaviour would be encouraged through the Site induction process which should aim to ensure that all staff:

- Adhere to the Site traffic management regime, routing, and other traffic-related protocols,
- Work to agreed plans, methods and procedures to limit traffic and environmental impacts,
- Understand the importance of avoiding pollution on-site, including noise and dust, and how to respond in the event of an incident to avoid or limit traffic and environmental impact,
- Report all incidents immediately to their line manager to escalate to the WEM where appropriate,
- Be aware of any ecology and archaeology activities which need to be considered,
- Monitor the work place for potential environmental risks and alert the immediate line manager if any are observed, and
- Co-operate as required, with site inspections and audits.

MONITORING AND REVIEW

8.7 The WEM would hold the responsibility of maintaining a register of all traffic-related and environmental monitoring, which should be made available for auditing and inspection by the Client and any relevant statutory bodies as required. It is proposed that monthly reports are submitted by the WEM to the PEM to provide evidence of the monitoring undertaken.

8.8 The WEM would also be responsible for providing feedback to the Principal Contractor and the Client (through the PEM) on the traffic-related and environmental performance of the project.

8.9 The detailed CTMP should be reviewed jointly by the PEM and WEM during the life of the project to ensure that it remains suitable to facilitate efficient and effective delivery of the project traffic and environmental commitments. Any proposed changes to the CTMP would be submitted to the Local Authority for approval in sufficient time to allow review, comment and revision prior to the relevant construction activity commencing.

8.10 The traffic and environmental review would consider past performance from inspections, audit reports and monitoring data to plan actions required to mitigate forthcoming risks and disseminate best practice.

TRAFFIC-RELATED AND ENVIRONMENTAL COMPLAINTS AND INCIDENTS

8.11 All complaints and incidents relating to traffic-related and environmental matters should be recorded and responded to in a timely manner. These would be reported to the WEM in the first instance who would manage this process and notify the PEM and any relevant statutory bodies as necessary.

8.12 As described above, the WEM would then ensure that any required corrective and preventative actions are taken in line with the relevant procedures.

PUBLIC AND COMMUNITY RELATIONS

8.13 There should be regular and proactive liaison with the Local Authority and other relevant third parties on traffic-related and environmental issues throughout the project implementation. This would serve to ensure that the relevant bodies are aware of when any sensitive construction activities are to take place, as well as demonstrating that the traffic and environmental management of the works is being managed effectively.

8.14 A planned Communications Programme should be put in place to assist in achieving these objectives and could include for example:

- Organised site visits for interested parties;
- Liaison with local primary and secondary schools;
- Briefings and visits for professional and technical publications; and
- Community contact points for emergencies and for general enquiries and to enable residents to feedback suggestions, concerns and the like to the WEM and the site team.

WASTE MANAGEMENT

- 8.15 Waste produced on site would be subject to the Duty of Care under the Environmental Protection Act (1990).
- 8.16 Condition 14 of the planning permission requires the submission of a Site Wide Waste Management Plan (SWMP), the aim being to reduce the amount of waste being produced on the Site. A SWMP has already been submitted to the Council and the condition discharged on the 9th September under reference 25/01377/DOC. In this context this CTMP should be read in conjunction with the approved SWMP.

9 SUMMARY

- 9.1 This document sets out the delivery of a CTMP to minimise the risk posed to the environment through construction related activities at Highover Farm, Hitchin. It sets out the roles and responsibilities of the both the Client and Principal Contractor and recommends the creation of the specific positions of Project Environmental Manager and Works Environmental Manager to assist in the successful delivery of the CTMP.
- 9.2 This document also provides a strategy to establish relevant thresholds and operation regimes to minimise the traffic-related and environmental impact. These would apply to various site activities such as transportation of plant and materials, generation of noise and dust and the storage and use of hazardous materials.
- 9.3 Specific mitigation measures that could be employed to minimise the traffic-related and environmental impact are also detailed, including best practice construction techniques to limit the creation of noise and dust etc. These measures should be considered during the planning of site activities and the finalisation of the contractor's strategy for implementing the CTMP.

Appendix title goes here





For further details contact:

Sarah R Smith

07787 527109

sarah.r.smith@rapleys.com

120 Colmore Row Birmingham B3
3AP

Rapleys LLP is registered as a Limited Liability Partnership in England and Wales.
Registration No: OC308311. Registered Office at Unit 3a, The Incubator, The Boulevard,
Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4XA. Regulated by RICS.

rapleys.com
0370 777 6292

RAPLEYS