East Anglia ONE North Offshore Windfarm

Outline Travel Plan

Applicant: East Anglia ONE North Limited
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Figure 1	Access Locations and Associated Onshore Infrastructure

Glossary of Acronyms

CCS	Construction Consolidation Site
TP	Construction Travel Plan
TPCo	Construction Travel Plan Co-ordinator
DCO	Development Consent Order
ES	Environmental Statement
HDD	Horizontal Directional Drill
OAMP	Outline Access Management Plan
OTP	Outline Travel Plan
OCTMP	Outline Construction Traffic Management Plan
SCC	Suffolk County Council
TCo	Transport Coordinator

Glossary of Terminology

Applicant	East Anglia ONE North Limited.
Cable sealing end compound	A compound which allows the safe transition of cables between the overhead lines and underground cables which connect to the National Grid substation.
Cable sealing end (with circuit breaker) compound	A compound (which includes a circuit breaker) which allows the safe transition of cables between the overhead lines and underground cables which connect to the National Grid substation.
Construction consolidation sites	Compounds associated with the onshore works which may include elements such as hard standings, lay down and storage areas for construction materials and equipment, areas for vehicular parking, welfare facilities, wheel washing facilities, workshop facilities and temporary fencing or other means of enclosure.
Contractor	An individual or business in charge of carrying out construction work.
Development area	The area comprising the onshore development area and the offshore development area (described as the 'order limits' within the Development Consent Order).
East Anglia ONE North project	The proposed project consisting of up to 67 wind turbines, up to four offshore electrical platforms, up to one construction, operation and maintenance platform, inter-array cables, platform link cables, up to one operational meteorological mast, up to two offshore export cables, fibre optic cables, landfall infrastructure, onshore cables and ducts, onshore substation, and National Grid infrastructure.
East Anglia ONE North windfarm site	The offshore area within which wind turbines and offshore platforms will be located.
European site	Sites designated for nature conservation under the Habitats Directive and Birds Directive, as defined in regulation 8 of the Conservation of Habitats and Species Regulations 2017 and regulation 18 of the Conservation of Offshore Marine Habitats and Species Regulations 2017. These include candidate Special Areas of Conservation, Sites of Community Importance, Special Areas of Conservation and Special Protection Areas.
Horizontal directional drilling (HDD)	A method of cable installation where the cable is drilled beneath a feature without the need for trenching.
HDD temporary working area	Temporary compounds which will contain laydown, storage and work areas for HDD drilling works.
Jointing bay	Underground structures constructed at intervals along the onshore cable route to join sections of cable and facilitate installation of the cables into the buried ducts.
Landfall	The area (from Mean Low Water Springs) where the offshore export cables would make contact with land, and connect to the onshore cables.
Link boxes	Underground chambers within the onshore cable route housing electrical earthing links.

Mitigation areas	Areas captured within the onshore Development Area specifically for mitigating expected or anticipated impacts.
National electricity grid	The high voltage electricity transmission network in England and Wales owned and maintained by National Grid Electricity Transmission
National Grid infrastructure	A National Grid substation, cable sealing end compounds, cable sealing end (with circuit breaker) compound, underground cabling and National Grid overhead line realignment works to facilitate connection to the national electricity grid, all of which will be consented as part of the proposed East Anglia ONE North project Development Consent Order but will be National Grid owned assets.
National Grid overhead line realignment works	Works required to upgrade the existing electricity pylons and overhead lines (including cable sealing end compounds and cable sealing end (with circuit breaker) compound) to transport electricity from the National Grid substation to the national electricity grid.
National Grid overhead line realignment works area	The proposed area for National Grid overhead line realignment works.
National Grid substation	The substation (including all of the electrical equipment within it) necessary to connect the electricity generated by the proposed East Anglia ONE North project to the national electricity grid which will be owned by National Grid but is being consented as part of the proposed East Anglia ONE North project Development Consent Order.
National Grid substation location	The proposed location of the National Grid substation.
Natura 2000 site	A site forming part of the network of sites made up of Special Areas of Conservation and Special Protection Areas designated respectively under the Habitats Directive and Birds Directive.
Onshore cable corridor	The corridor within which the onshore cable route will be located.
Onshore cable route	This is the construction swathe within the onshore cable corridor which would contain onshore cables as well as temporary ground required for construction which includes cable trenches, haul road and spoil storage areas.
Onshore cables	The cables which would bring electricity from landfall to the onshore substation. The onshore cable is comprised of up to six power cables (which may be laid directly within a trench, or laid in cable ducts or protective covers), up to two fibre optic cables and up to two distributed temperature sensing cables.
Onshore development area	The area in which the landfall, onshore cable corridor, onshore substation, landscaping and ecological mitigation areas, temporary construction facilities (such as access roads and construction consolidation sites), and the National Grid Infrastructure will be located.
Onshore infrastructure	The combined name for all of the onshore infrastructure associated with the proposed East Anglia ONE North project from landfall to the connection to the national electricity grid.

Onshore preparation works	Activities to be undertaken prior to formal commencement of onshore construction such as pre–planting of landscaping works, archaeological investigations, environmental and engineering surveys, diversion and laying of services, and highway alterations.
Onshore substation	The East Anglia ONE North substation and all of the electrical equipment within the onshore substation and connecting to the National Grid infrastructure.
Onshore substation location	The proposed location of the onshore substation for the proposed East Anglia ONE North project.
Transition bay	Underground structures at the landfall that house the joints between the offshore export cables and the onshore cables.
Two-way movement	A movement is the process of transporting goods from a source location to a predefined destination. A two-way movement represents the inbound (laden trip from source) and the outbound unladen trip (back to source). For example, 20 two-way movements comprise 10 laden trips from source and 10 outbound unladen trips back to source.

Outline Travel Plan

1 Introduction

1. This Outline Travel Plan (OTP) relates to the onshore infrastructure of the proposed East Anglia ONE North project.

2. The OTP forms part of a set of documents that supports the Environmental Statement (ES) (document reference 6.1) submitted by the Applicant as part of the Development Consent Order (DCO) application.

3. This OTP reinforces commitments made in the ES and presents the requirements and standards that will be incorporated into the final Travel Plan (TP).

4. A final detailed TP will be produced post-consent, prior to onshore construction of the proposed East Anglia ONE North project, and will be in line with this OTP (as required by the draft DCO). Once contractors[1] have been appointed, the final TP measures would be further developed in consultation with the Local Highway Authority and agreed with the relevant Local Planning Authority, prior to the commencement of works.

5. The final TP will set out how employee[2] traffic would be managed and controlled during the construction period. This OTP does not relate to HGV construction vehicle movements, these are addressed under a separate Outline Construction Traffic Management Plan (OCTMP).

6. In respect to traffic and transport, the two certified plans referred to in the draft DCO, which support the OTP, are outlined below:

    - Outline Access Management Plan (OAMP): The OAMP sets out detail on location, frontage, general layout, visibility and embedded mitigation measures for access points to the onshore development area. It presents the requirements and standards that will be incorporated into the final access design; and

[1] The term contractor is used throughout this document. The term 'contractor' in relation to contractor responsibilities relates to either a Principal Contractor(s) or sub-contractors(s) and will be defined within the final TMP.
[2] The term employee(s) is used throughout this report. The term 'employees' related to construction personnel involved with construction activities within the onshore development area.

- Outline Construction Traffic Management Plan: The OCTMP sets out the standards and procedures for managing the impact of Heavy Goods Vehicles (HGV) traffic during the construction period, including localised road improvements necessary to facilitate the safe use of the existing road network.

7. The management of Public Rights of Way (PRoW) are detailed within the Outline Public Rights of Way Strategy (OPRoWS), submitted with this DCO application.

1.1 OTP Scope

8. The targets and measures set out in the OTP have been developed in consultation with Suffolk County Council (SCC).

9. Works within the scope of this OTP relate to works undertaken from the point of commencement of construction of the proposed East Anglia ONE North project onshore infrastructure as defined within the draft DCO. Activities include:

- Export cable installation from the landfall location to the transition bays, including Horizontal Directional Drilling (HDD);
- Temporary works associated with landfall HDD and transition bay excavation;
- Onshore cable installation along the onshore cable route including jointing bays and potential HDD;
- Temporary works associated with the onshore cable route and onshore substation including establishment of a haul road for the entire onshore cable route, Construction Consolidation Sites (CCSs) and temporary working areas;
- Onshore substation, and access;
- National Grid infrastructure; and
- Reinstatement and mitigation works enacted during the construction phase.

10. The scope of this OTP does not extend to the base port to be utilised for offshore construction and maintenance as no decision has yet been made regarding a preferred base port for the offshore construction and operation of the proposed East Anglia ONE North project. Such facilities would be provided or brought into operation by means of one or more planning applications or as port operations with permitted development rights.

11. The proposed East Anglia TWO project is also in the application phase. The proposed East Anglia TWO project has a separate DCO application which has been submitted at the same time as the proposed East Anglia ONE North project. The two projects share the same landfall location and onshore cable route and

the two onshore substations are co-located, and connect into the same National Grid substation.

12. The impact assessment presented in the ES considers the proposed East Anglia ONE North project and the proposed East Anglia TWO project under two construction scenarios:

- Scenario 1 - the proposed East Anglia ONE North project and proposed East Anglia TWO project are built simultaneously; and
- Scenario 2 - the proposed East Anglia ONE North project and the proposed East Anglia TWO project are built sequentially with a construction gap.

13. This OTP applies to both scenario 1 and scenario 2.

1.2 TP Governance

14. Prior to the commencement of construction, a TP co-ordinator (TPCo) will be appointed by the contractor(s). Their key responsibilities will include:

- Managing the implementation of the TP;
- Reporting on monitoring targets;
- Preparing monthly monitoring reports; and
- Acting as a point of contact for construction workers and sub-contractors.

15. If the proposed East Anglia ONE North and proposed East Anglia TWO projects are constructed simultaneously (scenario 1), depending upon how contracts are let, there could be one contractor for each project, or one contractor for both the proposed East Anglia ONE North and proposed East Anglia TWO projects. In addition, the National Grid Infrastructure works would be completed separately by a contractor appointed by National Grid.

16. Therefore, recognising that there potentially could be multiple contractors working on discrete contracts, each contractor would be required to appoint its own TPCo.

17. For consistency of approach, the Applicant would establish the role of the Transport Co-ordinator (TCo) to take responsibility for the overall implementation of the TP.

18. The TCo responsibilities include:

- Assisting and directing the TPCos in managing the implementation of the final TP;

- Reporting the monitoring of the final TP to SCC;
- Acting as a point of contact for the local community; and
- Providing a link between the TPCos and the Applicant.

19. An indicative relationship between the TPCo(s), TCo and other parties is shown in ***Plate 1.1***.

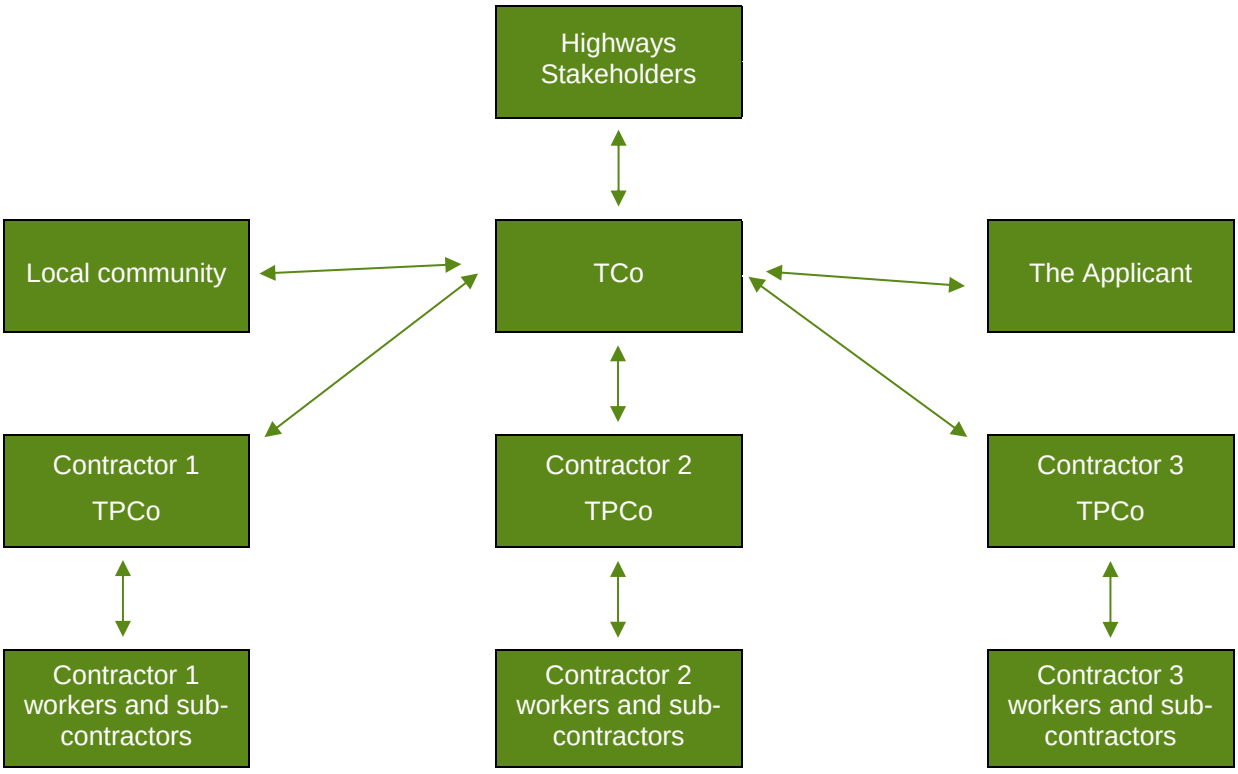

Plate 1.1 Outline TP Governance Structure

20. Full details of all the responsibilities of TPCos and TCo and associated timescales are provided as an Action Plan in ***section 3.4*.**

21. Contact details for the TPCos and TCo will be submitted to relevant stakeholders for their records prior to the commencement of construction.

2 Control of Personnel Movements

22. The following section sets out measures to control the number of single vehicle employee movements.

2.1 Background

23. ***Chapter 26 Traffic and Transport*** of the ES (document reference 6.1.26) for the proposed East Anglia ONE North project has assessed the environmental impact of traffic on the routes within the onshore highway study area across a range of effects, namely:

- Pedestrian amenity;
- Severance;
- Road safety; and
- Driver delay.

24. The assessment was predicated on a TP being implemented as embedded mitigation to reduce the numbers of employee vehicle movements through the promotion of car-sharing. The assessment concluded that appropriate TP measures would ensure that the environmental impacts would not be 'significant' in EIA terms.

25. The ES assessed a level of traffic that would be generated during peak construction, assuming minimum vehicle occupancy of 1.5 employees to a vehicle. The assessment assumes all employee trips have been reduced by a factor of 1.5 at the entry point to the onshore highway study area. This approach simulates multi pick up of employees prior to entering the study area, typically by minibus, crew-van or car-share syndicates.

26. It should be noted in real terms the overall ratio of 1.5 employees per vehicle would be made up of some essential single occupancy trips and multioccupancy vehicles in excess of the average 1.5 employees per vehicle. The employee to vehicle ratio is secured through the commitments and measures set out within ***Section 2.3***.

27. The ES assessed the forecast number of employee vehicle movements associated with the construction of the proposed East Anglia ONE North project (scenario 2) and simultaneously with the proposed East Anglia TWO project (scenario 1).

28. ***Table 2.1*** provides details of the forecast peak number of employees for both scenarios, ***Table 2.1*** also breaks down the total employees numbers to the respective infrastructure component that they would be working on and the access they would travel to. The location of these accesses and associated infrastructure components are illustrated in ***Figure 1***. These are the locations that employees must use to access the onshore development area. However, the

OTP does not prescribe the routes along public roads to be used by employees to reach the access locations.

Table 2.1 Forecast Peak Daily Employee Numbers

Access	Infrastructure component	Forecast peak daily employee numbers		Forecast peak daily vehicles	
		East Anglia ONE North *	East Anglia ONE North and East Anglia TWO	East Anglia ONE North *	East Anglia ONE North and East Anglia TWO
1	Landfall	33	35	22	23
	Onshore cable route section 1	43	53	29	35
2	Onshore cable route section 2	41	53	27	35
10	Onshore cable route section 3	36	44	24	29
	Onshore cable route section 4	57	61	38	41
	Onshore substation	91	134	61	89
10 / 13 **	National Grid Infrastructure	29	29	19	19
Total employee numbers		**330**	**409**	**220**	**271**

* The numbers presented for the construction of East Anglia ONE North in isolation would also equally be applicable to the construction of East Anglia TWO in isolation

** National Grid employees will utilise access 10 until such point as access 13 is constructed. Once access 13 is constructed National Grid employees would then switch to utilising access 13

Legend

- East Anglia ONE North Onshore Development Area
- National Grid Substation
- Indicative East Anglia ONE North and East Anglia TWO Onshore Substations
- Access ID
- Crossing ID
- Landfall and Section 1
- Section 2
- Section 3b
- Section 3a
- Section 4

Rev	Date	By	Comment		
2	04/09/2019	FC	Second Issue.	Prepared:	FC
1	20/06/2019	FC	First Issue.	Checked:	ST
				Approved:	AH

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East Anglia ONE North

Access Locations and Associated Onshore Infrastructure

Drg No	EA1N-DEV-DRG-IBR-001014
Rev	2
Date	04/09/19
Figure	1

Coordinate System: BNG Datum: OSGB36

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29. ***Table 2.1*** details that there could be a peak of 330 employees per day associated with the construction of the proposed East Anglia ONE North project (scenario 2) and 409 associated with the simultaneous construction of East Anglia ONE North and East Anglia TWO projects (scenario 1).

30. With the application of an employee to vehicle ratio of 1.5, the number of daily employee vehicle arrivals would be 220 for the proposed East Anglia ONE North project (scenario 2) and 271 employee vehicles associated with the simultaneous construction of the proposed East Anglia ONE North and East Anglia TWO projects (scenario 1). The Applicant has mitigated the risk of not meeting the employee car share ratio of 1.5 through the commitments and measures contained within the OTP.

31. The assessment of driver delay identified potentially significant impacts associated with increases in construction traffic through the junctions of the A12/A1094 (junction 1) and the A1094/B1069 (junction 3). In response, impact specific mitigation is proposed to manage employee traffic movements through these two junctions during the morning (07:30 – 08:30) and evening (16:30 – 17:30) peak hours. Measures to manage employee movements through these junctions are therefore defined ***Section 2.3***.

2.2 Target

32. With reference to ***section 0***, the worst-case assessment uses a peak workforce of 220 daily employee vehicle arrivals per day for the proposed East Anglia ONE North project and 271 daily employee vehicle arrivals for scenario 1. These vehicle movements are based upon peak employee numbers being reduced by an employee to vehicle ratio of 1.5.

33. It is therefore proposed to adopt these daily vehicle arrival rates as a principal target for the OTP.

34. This target could be achieved through the promotion of car-sharing or through the optimisation of resource, with a reduced car-share ratio.

35. The targets set out in this section are to be considered provisional, to be updated in agreement with SCC on appointment of contractors when a final TP is developed.

2.3 Measures

36. This OTP comprises a framework of general measures to seek to reduce travel by single occupancy vehicle and to provide awareness of travel choice. In addition to these general measures, impact specific measures are proposed in order to address the assessed driver delay impacts upon junctions 1 and 3.

2.3.1 General Measures

37. The following measures are predominately designed to promote car-sharing and are detailed further within ***Table 2.2*** along with an explanation to the rationale for their adoption.

38. The TPCos would optimise the application of these measures when establishing the workforce demographics. A final package of measures would be presented in the final TP to be agreed with SCC prior to the commencement of construction.

Table 2.2 General Employee Travel Plan Measures

Measure	Rationale
Identify car-share pickup locations	The TPCos will identify and group those employees who are in nearby accommodation, with the potential to include opportunities for mini-bus and crew van transport and communicate the opportunity for car sharing with these groups.
Limited parking	A key mechanism to ensure compliance with the target daily vehicle movements will be to restrict parking spaces. Total parking provision for employees would be in accordance with the employee vehicle arrivals/ departures outlined in ***Table 2.1*** (i.e. one space per arrival/ departure). These spaces will be clearly marked. In addition to providing one space per employee vehicle arrival (based upon the employee to vehicle ratio), additional visitor spaces would be provided for unscheduled visitors outside the control of the TPCos for example, SCC, the Health and Safety Executive, etc. Parking provisions will also be available within each CCS for site based vehicles.
Issue parking permits	To prevent more employee vehicles turning up at site than are permitted, the TPCos will issue employees with a pass. The TPCos will prioritise those who are car-sharing.
Employees required to park in designated areas and display a parking permit	All employees will be required to park in designated areas and display their parking permit to prevent unauthorised parking. Employees not parking their vehicle in designated areas or not displaying their permit will be subject to the enforcement action as set out in ***Section 3***.
Restricted access to site by foot	To discourage employees travelling in single occupancy cars, and parking locally and walking to the sites, employees would not be permitted to enter the sites on foot unless by prior arrangement with a TPCo (for instance for genuine walking trips).
Cycle facilities	It is recognised that the transient nature of the construction workforce and site locations reduce the potential opportunities for cycling. However, the TPCo would not seek to discourage employees who choose to cycle and will ensure changing facilities, and lockers are provided. In addition, secure cycle parking will be made available. The level of cycle parking requirements will be established by the TPCo based upon employee origins and demand and will be reviewed throughout the construction period.
Provide Travel Packs to employees	To be provided at the launch of the TP and during the induction of a new employee. The packs would include information such as: • Details of private transport options;

Measure	Rationale
	• Details of hours when employees can arrive and depart the CCSs; • Details and maps of local cycle routes; • Rules for car parking; and • Details of car share initiatives.
Staff noticeboard	A staff notice board will be provided, within communal areas, this will include details of the car-sharing options including details of parking requirements. The notice boards will also include details of local cycling routes.
Welfare and catering facilities	To avoid the need for employees to drive off site during the working day for lunch the TPCos will provide welfare facilities at each CCS during periods of use, these will include an area for employees to prepare and eat lunch.

2.3.2 Impact Specific Measures

39. In order to consider potential driver delay impacts, the impact assessment presented in the ES established a worst-case traffic scenario, whereby forecast flows represented the maximum quantum. In doing this, the assessment contained a series of assumptions in relation to a number of 'construction variables', such as, the intense sequencing of construction activities, an overlap employee start and finish times with peak hours and vehicle origin and destinations gravitating from the A12 south.

40. Post consent (and following the appointment of a contractor) there would however be greater certainty regarding these construction variables and on review of construction methods and supply chain, it could be possible to demonstrate that impacts upon junctions 1 and 3 would not be significant, therefore negating the requirement for additional mitigation measures.

41. It is therefore proposed that once a contractor is appointed the final detailed TP will present an updated impact assessment for junctions 1 and 3 (using the contractor information on personnel numbers, construction programme and travel routes) to establish if further mitigation is required and if so, during what construction periods.

42. Should the impact assessment identify the requirement for further mitigation during certain construction periods, measures would be proposed to ensure that delays can be managed to low magnitude levels. Potential further mitigation measures could include:

    - Scheduling of construction activities to smooth peak traffic demand;

- Increasing the employee to vehicle ratio through the use of minibus pickup or crew vans; or
- Increasing the employee to vehicle ratio through incentive measures.

43. The requirement for further mitigation of driver delay impacts at junctions 1 and 3 and if required further mitigation during relevant periods of construction, would be agreed with SCC through the development of the final TP. Should the requirement for further mitigation arise, as well as agreeing the form of mitigation, the method of monitoring and enforcing compliance with any agreed measures would also be presented and agreed.

3 Monitoring, Enforcement and Action Plan

44. The following section sets out how the targets and measures contained within this OTP will be monitored to ensure compliance.

3.1 Monitoring

3.1.1 Employee Mode Share

45. To ensure compliance with the assessed employee vehicle movements (detailed in ***section 0***), the TPCo will require all employees and visitors to sign in and out. This process will capture details of the total numbers of employees and the employees' method of travel.

3.1.2 Road Safety

46. A 'near miss' reporting system for all highways incidents will be established by the TCo. The TPCo will ensure that all accidents and near misses are recorded within this system and that employees are reminded during inductions to report all issues through the near miss system. Any accidents or near misses will be recorded, investigated, and reported to transport stakeholders by the TCo.

47. The TCo will retain records of all incidents and submit to the relevant Local Planning Authorities upon request. If emerging issues are identified, the TPCo and TCo will initiate discussions with highway stakeholders to identify potential opportunities for improvement.

3.2 Monitoring Reports

48. Data recorded from the monitoring processes outlined above, would be collated by the TCo with the assistance of the TPCos to produce a monthly monitoring report. In compiling the monitoring report, the TCo will be able to identify effective/

ineffective measures and the requirement for any remedial action to achieve the agreed targets.

49. A typical structure for a monitoring report would be as follows:

- Introduction and Background – this will provide detail with regards to the types of works being undertaken and number of construction workers;
- Results of Surveys and Monitoring – the TCo will collate the results of surveys and monitoring that have been undertaken by the TPCos. Where appropriate, the results of the surveys undertaken will be compared to the targets defined in this OTP;
- Achievements – this will include the work undertaken over the previous period with evidence and examples;
- Specific Measures – this will detail how all measures from the TP have been implemented;
- Summary – the TCo will detail whether the TP is on track to meet its targets and if not, why not; and
- Future Plan – this will detail the TP for the next period to include any specific outcomes or desired results with any additional measures that are to be included to remediate action.

3.3 Enforcement

50. To ensure that the final TP can be effectively enforced, it is important to define what will constitute a breach. The following actions are considered to constitute a breach of the TP, whereby corrective measures would be required:

- Construction workers overspill parking on the public highway;
- Exceedance of assessed daily employee vehicle numbers;
- Construction employee traffic operating within the onshore development area outside of agreed hours; and
- Construction traffic being driven inappropriately, e.g. speeding.

3.3.1 Corrective Process

51. On receipt of a report of a potential breach, TCo and TPCo will investigate the circumstances and compile a report for the highway authority. The highway

authority will then review the information, request further clarifications (if required) and confirm to the TCo if a material breach has occurred.

52. If the breach is found to be material the following three stage process will be followed:

- Stage One – the highway authority confirms a breach and requests TCo to review the data and concerns. The highway authority and the TCo would then agree the extent of the breach of controls, and agree action. This is likely to be a contractor warning at this stage;
- Stage Two – If a further material breach is identified the contractor would be given a further warning and required to produce an action plan to outline how the issue would be rectified and any additional mitigation measures proposed; and
- Stage Three – Should further breaches still occur the contractor would be required to remove the offender from site and the contractor/supplier would receive a formal warning. Any continued breaches by individuals of the supplier/contractor may be dealt with by the formal dispute procedures of the contract.

53. Individual employee breaches would be addressed through UK employment law whereby the three-stage process outlined above would form the basis for disciplinary proceedings.

3.4 Action Plan

54. The action plan set out in ***Table 3.1*** summarises the commitments and measures to be implemented.

Table 3.1 TP Action Plan

Measure	Timescale	Responsibility
Appointment of a Transport Co-ordinator (TCo)	Prior to construction commencement	The Applicant
Appoint Construction Travel Plan Co-ordinators (TPCo)	Prior to construction commencement	Contractor
Assessment of the requirement for impact specific mitigation at junctions 1 and 3 .	Prior to construction commencement	Contractor
Implementation of general TP measures: • Implementation of designated parking areas; • Provide employee welfare facilities; • Prepare Travel Packs;	Prior to construction commencement	Contractor / CTMPCos

Measure	Timescale	Responsibility
• Provide staff notice boards; and • Provide cycle parking.		
Monitoring of TP measures: • Employee numbers; • Employee method of travel; • Cycle demand and parking; • Accidents and near misses; • Issue Travel Packs; • Complaints; and • Produce monitoring reports.	Ongoing throughout construction	TCo and TPCo

3.5 Contractor Measures

55. The appointed contractor will develop a series of their own actions to implement the TP. Such actions will include the following:

- Staff inductions for all employees;
- Employee Travel Packs to include rules for public highways and on-site;
- General site rules (licences, Personal Protective Equipment, emergency procedures, vehicle maintenance, security etc);
- Information management; and
- TP implementation, review and auditing.

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