




F I V E   
ESTUARIES  
OFFSHORE WIND FARM

FIVE ESTUARIES  
OFFSHORE WIND FARM  
PRELIMINARY ENVIRONMENTAL  
INFORMATION REPORT

VOLUME 5, ANNEX 8.5 OUTLINE  
WORKFORCE TRAVEL PLAN

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## DEFINITION OF ACRONYMS

Acronym	Definition
CoCP	Code of Construction Practice
DCO	Development Consent Order
LGV	Light Goods Vehicle
OWF	Offshore Wind Farm
TPC	Travel Plan Coordinator
WTGs	Wind turbine generators

## GLOSSARY OF TERMS

Term	Definition
VE	Five Estuaries Offshore Wind Farm.
Development Consent Order	An order made under the Planning Act 2008 granting development consent for a Nationally Significant Infrastructure Project (NSIP) from the Secretary of State (SoS) for Business, Energy and Industrial Strategy (BEIS).
EIA	Environmental Impact Assessment (the process of evaluating the likely environmental impacts of a proposed project or development)
ES	Environmental Statement (the documents that collate the processes and results of the EIA).
Export Cable Corridor (ECC)	The area(s) where the export cables will be located.
PEIR	Preliminary Environmental Information Report



## 1 INTRODUCTION

### 1.1 PURPOSE OF THIS OUTLINE WORKFORCE TRAVEL PLAN

- 1.1.1 This Outline Workforce Travel Plan (Outline WTP) as part of the Preliminary Environmental Information Report (PEIR) for Five Estuaries Offshore Wind Farm (VE).
- 1.1.2 This is an outline document that, by reference to the assessments reported in the PEIR, sets out the key elements that will be included in the final Workforce Travel Plan.
- 1.1.3 The Outline WTP provides a framework for promoting and encouraging a reduction in private cars during construction.
- 1.1.4 This Outline WTP relates to the movement of construction personnel to and from each Temporary Construction Compound (TCC) and how this can be achieved in the most sustainable and cost-effective manner. This Outline WTP should be read in conjunction with the Draft CoCP Volume 7, Chapter 3: Draft Code of Construction Practise and all of its supporting appendices and the assessment of OD construction traffic, which is provided in Volume 3, Chapter 9: Traffic and Transport.

### 1.2 SCOPE OF THIS OUTLINE WORKFORCE TRAVEL PLAN

- 1.2.1 For the avoidance of doubt, this Outline WTP relates to personnel traffic associated with the onshore elements of the Project comprising:
- > Export cable installation from the landfall location to the transition jointing bays (TJBs) including Horizontal Directional Drilling (HDD);
  - > Temporary works associated with landfall HDD and TJB excavation;
  - > Cable installation along the onshore Export Cable Corridor (ECC) including jointing bays and potential HDD;
  - > Temporary works associated with the ECC and onshore substation (OnSS) including establishment of haul roads and Temporary Construction Compounds (TCCs);
  - > Proposed OnSS, and access;
  - > Connection to existing National Grid infrastructure; and
  - > Reinstatement and mitigation works enacted during the construction phase

This document does not relate to construction traffic associated with offshore works seaward of Mean High Water Spring, that are principally marine activities.



## 2 TRAVEL PATTERNS AND SUSTAINABLE TRAVEL OPTIONS

- 2.1.1 It is expected that a high proportion of the construction workers employed will either live locally or stay within the local area throughout the working week and travel home at weekends (although working hours will include Saturday for some workers).
- 2.1.2 Construction workers will travel between their accommodation and the TCC locations at landfall, onshore ECC and proposed OnSS. Depending on their location of residence, a range of modes of travel may be available to workers, as set out in Volume 5, Annex 8.1 Baseline Technical Report.
- 2.1.3 Full details of the sustainable access options for journeys to and from each TCC will be provided in the final Travel Plan provided by the Main Works Contractor.
- 2.1.4 The length of the construction period will ensure that efficient travel patterns can be established by workers between their place of residence and the relevant TCC.



### **3 TRAVEL PLAN OBJECTIVE AND TARGET**

#### **3.1 OBJECTIVE**

3.1.1 This main objective of the WTP is to seek to reduce travel by single occupancy vehicle and to provide awareness of travel choice to construction workers.

#### **3.2 TARGET**

3.2.1 The principal target of the WTP will be to not exceed the worst-case daily workforce vehicle (cars and Light Goods Vehicles (LGVs)) arrivals at each construction access for VE during the construction period.

The specific worst case number of LGV arrivals per day at each of the construction accesses taken forward for the DCO application will be set out in the final Workforce Travel Plan, which will be prepared post consent.



## 4 PACKAGE OF MEASURES

### 4.1 TRAVEL AWARENESS

- 4.1.1 Good accurate information on the range of services and travel initiatives available at the site will be a critical element of a successful travel plan.
- 4.1.2 A Travel Plan Coordinator (TPC) will make new employees and subcontractors aware of the existence of the travel plan by providing them with an information pack as part of their appointment. The information pack could include, for example, the following:
- > A map showing the location of the landfall, onshore ECC and proposed OnSS working sites in relation to the local areas in which those employees are likely to reside whilst working on the construction of VE, highlighting the location of walking, cycling and bus routes; and
  - > Information relating to traffic-related environmental concerns, congestion problems and car sharing to raise awareness
- 4.1.3 A staff notice board will also 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.

### 4.2 PUBLIC TRANSPORT INFORMATION

- 4.2.1 The TPC will encourage use of public transport as a mode of travel to work by implementing the following initiatives:
- > Provide up-to-date public transport information, including route maps and timetables, with welcome packs and on staff notice-boards;
  - > Provide details of local taxi companies;
  - > Liaise regularly with local public transport operators to ensure that information remains valid; and
  - > Provide details of the websites and telephone advice services to enable staff to obtain details on their individual journey requirements, including the Transport Direct journey planner and Traveline (Tel 0871 200 2233).

### 4.3 CAR SHARING SCHEME

- 4.3.1 The TPC will set up a car sharing scheme/ register. Staff will be consulted by the TPC to allow potential car sharers to register an interest and provide details of their journey to and from work. The TPC will then identify suitable matches for staff that may be able to share their journeys to and from work.

### 4.4 CAR PARKING MANAGEMENT

- 4.4.1 Parking for staff and visitors will all be contained within the TCCs. The management of car parking associated with the development will be considered alongside other initiatives to make efficient use of the TCCs. This will ensure sufficient space is available for visitors and deliveries.
- 4.4.2 The demand and supply of the car parking area will also be monitored to identify any overspill of car parking throughout the day.
- 4.4.3 To support the Workforce Travel Plan, the following measure will be implemented in order to minimise travel by car:
- > Effective reduction in number of spaces compared to number of employees combined with a pro-rata reduction in parking towards the end stages of the build





## 5 MANGEMENT AND MONITORING

### 5.1 INTRODUCTION

5.1.1 This Outline WTP forms a framework for detailed initiatives to be drawn up between the VE and its selected contractor(s).

### 5.2 TRAVEL PLAN CO-ORDINATOR

5.2.1 Management of the Workforce Travel Plan will be achieved through the identification of a suitable person or organisation as the TPC. The TPC will provide a key role in delivering a successful Travel Plan. The TPC role could be undertaken either by the VE's project manager or a similar post within the contracting organisation.

5.2.2 The TPC role will be established prior to the use of the TCCs. Once appointed, the TPC will act as the main contact for the Workforce Travel Plan and will be responsible for implementing measures and monitoring the effects of implementation.

5.2.3 The TPC will be responsible for setting up and launching the Workforce Travel Plan in accordance with the following schedule, which will be agreed with Essex County Council:

- > Pre-construction:
  - > Provide contact details with relevant Essex County Council officers;
  - > And research travel information.
- > During construction:
  - > Liaise with the Essex County Council Travel Plan Officer and other groups where appropriate.

### 5.3 MONITORING

5.3.1 All employees and visitors will be required to sign in and out at TCCs. This process will capture details of the total numbers of employees and the employees' method of travel in order to identify the number of light vehicle arrivals and the proportion of employees travelling by car alone.

### 5.4 MONITORING REPORTS

5.4.1 Data recorded from the monitoring processes outlined above, would be collated to produce a quarterly monitoring report.

5.4.2 In compiling the monitoring report, effective/ ineffective measures will be identified, and the requirement for any remedial action to achieve the agreed targets.

5.4.3

The monitoring report could include:

- > Results of Surveys and Monitoring – the TPC will collate the results of surveys and monitoring that have been undertaken. The results of the surveys undertaken will be compared to the defined targets
- > 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 Workforce Travel Plan have been implemented;



- > Summary – detailing whether the Workforce Travel Plan is on track to meet its target and if not, why not; and
- > Future Plan – this will detail the Travel Plan for the next period to include any specific outcomes or desired results with any additional measures that are to be included to remediate action.



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