

**PROGRESS POWER PROJECT
INTERIM CONSTRUCTION WORKER AND
OPERATIONAL WORKER TRAVEL PLANS**

Progress Power Ltd

3512438B-PTM

Progress Power Project

“Interim Construction Worker and Operational Worker Travel Plans”

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1 INTRODUCTION

- 1.1.1 The Interim Travel Plans in this document are prepared in support of the application for development in respect of the Progress Power Project. This document will provide a focussed set of SMART objectives and measures related to the trip generation and mode split targets.
- 1.1.2 A Construction Worker Travel Plan and an Operational Worker Travel Plan have been prepared to reflect the different stages of development. These Interim Travel Plans will act as a framework for more detailed Travel Plans that will be submitted to the local planning authority for approval pursuant to a requirement on the Development Consent Order (DCO). The Interim Travel Plans set the principles that the Travel Plans deployed for the Project will adhere to.
- 1.1.3 The aim of a Travel Plan is to provide workers with sustainable travel choices to get to and from a place of work, and seek to facilitate such choices and thus reduce single occupancy vehicle use. The Interim Travel Plans outlined in this document provide a platform on which to define the detailed Travel Plans.
- 1.1.4 The Travel Plan document also aims to present a number of SMART options (which would meet equivalent trip generation targets) to provide flexibility to the Contractor when employing a suitable travel plan strategy based on workforce geography and scale.

1.2 Background

- 1.2.1 Progress Power Ltd (PPL) is making an application for a DCO to the Secretary of State for Energy and Climate Change to construct and operate the Progress Power Project, a new Simple Cycle Gas Turbine fired power station. Under Section 31 of the Planning Act 2008 (PA 2008), a DCO is required to authorise development of a Nationally Significant Infrastructure Project (NSIP). In England and Wales, an onshore electricity generating station is considered to be a NSIP if its generating capacity is more than 50 MWe. As the generation capacity of Power Generation Plant will exceed this threshold, a DCO is required under the PA 2008.

1.2.2 The application for DCO is accompanied by an Environmental Statement (ES) which considers effects upon the transport/highway networks. The relevant section is supported by a Transport Assessment (TA). Amongst the mitigation measures considered in the ES and TA is the deployment of a Travel Plan, which would be based upon this interim document.

1.3 Scope of Travel Plan

1.3.1 The Travel Plans in this document are for a:

- Workplace Travel Plan(s) for the construction of the Project (or particular stages) to be known as the Construction Worker Travel Plan (CWTP). References hereafter to a single CWTP may also refer to per-stage CWTPs; and a
- Workplace Travel Plan for the operational period of the Project to be known as the Operational Worker Travel Plan (OWTP).

1.3.2 The Interim Travel Plans will seek to promote environmental sustainability by:

- a. Assessing the accessibility of the site;
- b. Reducing the need to travel, especially by car;
- c. Proposing demand management measures; and
- d. Proposing improvements to the walking, cycling and public transport network.

1.3.3 The Interim CWTP and OWTP are focussed on the specific transport movements of people, both the construction workforce and the operational staff, commuting to the Project. Both Interim Travel Plans will promote a range of measures and options that could be selected with the aim of reducing dependence on the car for travel to the site, especially single occupancy vehicles (SOV). These options will assist in minimising the impacts of travelling on the local transport network, and provide opportunities for workers to use sustainable modes of travel.

1.3.4 This CWTP provides a framework from which to develop a more detailed CWTP. Once developed, the more detailed CWTP would be regularly reviewed and updated as required to ensure it remains relevant throughout the construction period.

- 1.3.5 The OWTP sets out measures that will mitigate the impacts of the staff employed during the operation of the Project and will provide a framework from which the site operator will develop a more detailed OWTP. Once developed, the more detailed OWTP should be regularly reviewed and updated as required to ensure it remains relevant throughout the operational lifetime of the Project.
- 1.3.6 The construction of the Project will be carried out by a contractor or contractors who will be responsible for complying with the selected measures described in the more detailed CWTP and OWTP (once approved by the local planning authority) on behalf of PPL. The contractor will also be responsible for ensuring that all sub-contractors are both aware of and comply with the requirements of the CWTP and OWTP.
- 1.3.7 The CWTP and OWTP have been prepared in accordance with the following guidance:
- a. Department for Transport - Good practice guidelines: Delivering travel plans through the planning process (2009); and
 - b. Suffolk County Council – Travel Plan Components – Workplace Travel Plan.
- 1.3.8 Both the CWTP and the OWTP will be submitted for review and approval by the travel coordinator before, during and post construction and during operation of the Project. Their performance will be reviewed at regular intervals agreed with the local planning authority.

1.4 Report Structure

- 1.4.1 The report is structured in the following way:
- Section 2 - Site Location. Details on the Project Site and accessibility from the surrounding local road and public transport network.
 - Section 3 – Development proposals: details on the scope of the Project.
 - Section 4 - Construction Proposals: Details on construction periods, construction staff numbers, assumed trip generation, mode shift targets.

- Section 5 - Operational Proposals: Details on operational staff numbers, assumed trip generation, mode shift targets.
- Section 6 - Construction and Operational Travel Plans: Details on benefits, aims, SMART objectives, and targets – how it will be marketed, implemented, monitored and reviewed.
- Section 7 –Travel Plan Measures: Details on mitigating measures for both CTP and OTP respectively with description and impact assessment.
- Section 8 - Summary: Details on key points.

1.5 Development Outline

1.5.1 The final specification of the Power Generation Plant is yet to be determined. It is therefore necessary to base all assumptions and calculations in this document on the realistic worst case scenario which are set out as follows:

1.5.2 In respect of traffic, transport and access, the realistic worst case scenario from the proposed project parameters is set in the Table below.

Table 1-1: Realistic Worst Case Scenario for Traffic and Transport Impacts

Parameters	Details
Power Generation Plant	
Number of gas turbine units	5 (~ 59 MWe)
Number of stacks	5
Unit type	Aero derivative

1.5.3 The reason that this represents the realistic worst case in relation to traffic, transport and access impacts is that the more gas turbine generator units required, the more deliveries are required during construction. Five is the maximum number of units being considered for this Project. More units will also generate the most vehicle movements during operation for maintenance visits etc.

2 SITE LOCATION

- 2.1.1 The Power Generation Plant would be sited within a 10 ha plot of land located within the former Eye Airfield. The former Eye Airfield accommodates several industrial parks, including: Brome Industrial Estate (to the north), Eye Airfield Industrial Estate (to the north-east), Mid Suffolk Business Park (to the east) and Oaksmere Business Park (to the west). The site is located within a larger triangular area directly to the east of the former 'main runway' and north of the former SW-NE runway.
- 2.1.2 The Project is entirely within the administrative boundary of MSDC, a constituent part of the County of Suffolk.
- 2.1.3 The nearest residential settlements (and approximate distances) to the Site are:
- **Yaxley (0.9 km)**
 - **Eye (centre) - (2.1 km)**
 - **Langton Green – (2.4 km)**
 - **Mellis (3.1 km)**
 - **Cranley – (4.0 km)**
 - **South Green – (5.8 km)**
- 2.1.4 Nearby towns includes, Diss, Stowmarket and Harleston. Diss is the largest of the towns and is located approximately 8.8km north of Eye. The City of Ipswich is approximately 33.5 km south of Eye.
- 2.1.5 The Project Site is located wholly within the administrative boundary of Suffolk County Council (SCC). Insert 2.1 highlights the location of the Power Generation Plant.

Insert 2-1: Site Location Overview



2.2 Site Description

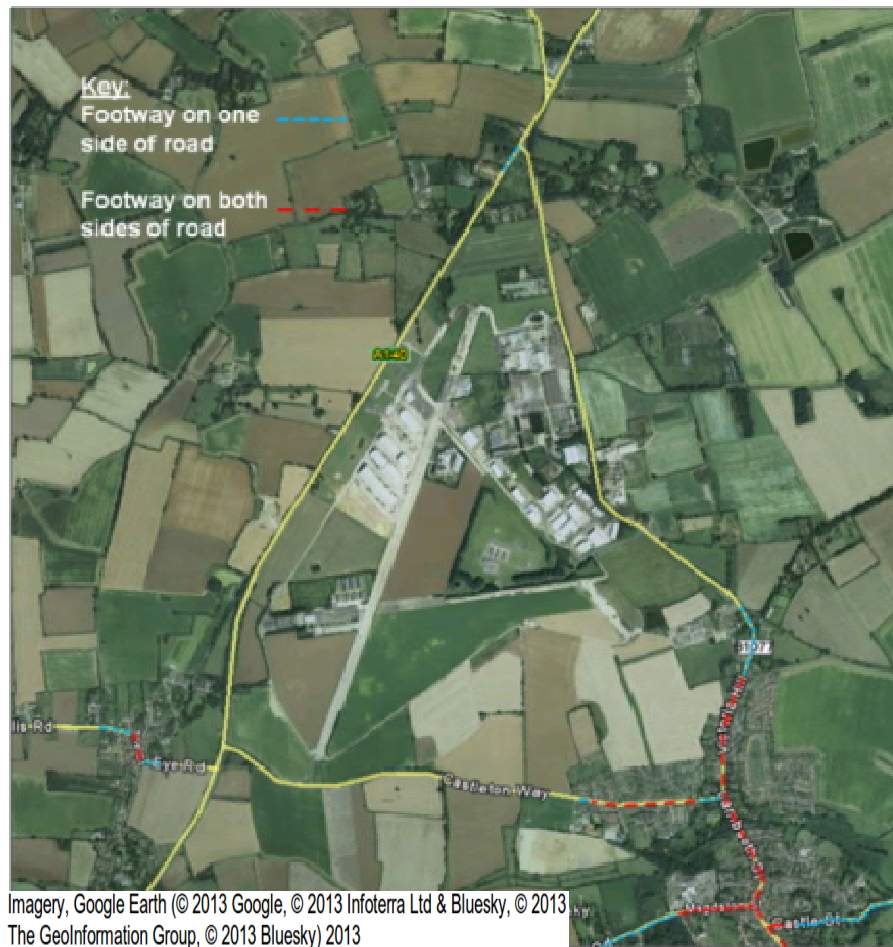
2.2.1.1 The Power Generation Plant site and immediate surrounding area is characterised by the remnants of the airfield, including the runway and the access roads. Buildings that once formed part of the airfield have been replaced by units accommodating various industrial activities including a power generation facility (the 12.7 MW Eye Chicken Litter Power Plant) and a National Grid Gas Compressor Station. Additionally, there are two large (130 m high) wind turbines (Roy Humphrey Group wind farm) within 200 m to the north west of the proposed Power Generation Plant site. Two more wind turbines are currently under construction at the time of writing, to the south of the Power Generation Plant site at Baldwin Farm.

2.3 Accessibility

2.3.1 Walking Provision

2.3.1.1 Whilst the town of Eye has good footpath provision, there is limited provision on the A140 and Castleton Way. There is little continuity in terms of public rights of way in the vicinity of the Project Site, with much fragmentation. The footway provision is shown in Insert 2.2.

Insert 2-2: Footway Provision within Vicinity of the Project Site



2.4 Cycling Provision

2.4.1 Cycling facilities are available within the vicinity of the Project. Castleton Way is part of National Cycle Route 30. Eye town centre is also one end of regional route 40, which runs between Eye and Framlington. Insert 2.3 shows the cycle routes within the vicinity of the site.

Insert 2-3: Cycle Routes within Vicinity of the Site



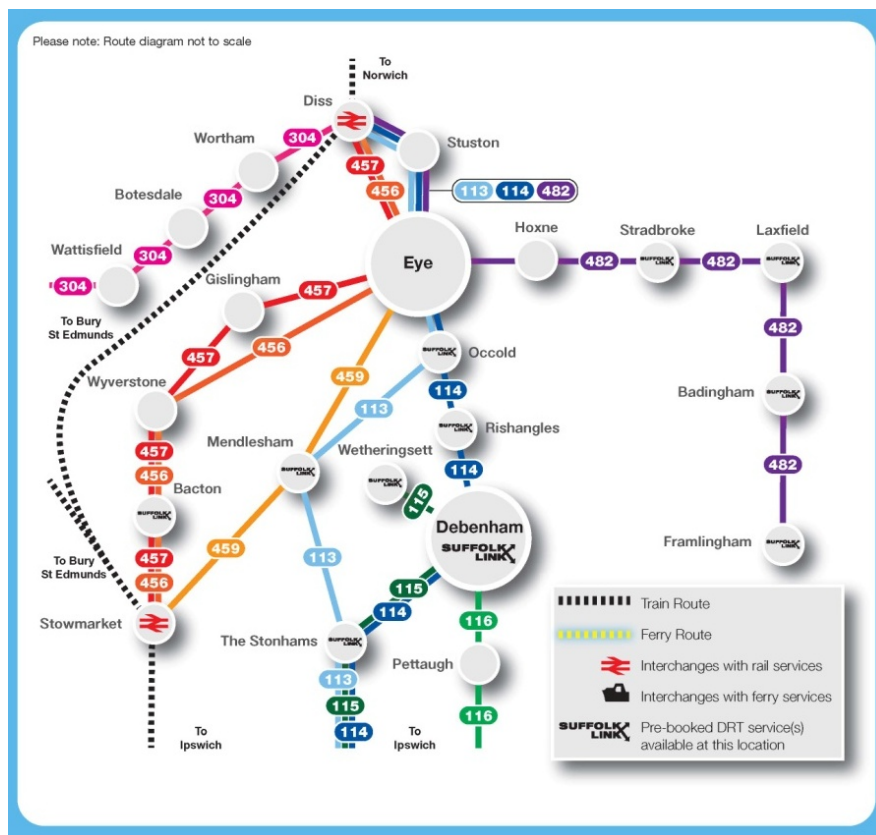
2.4.2 Best practice suggests that journeys up to 5km in distance have potential to replace short car journeys. The cycling catchment area encompasses Eye, Yaxley, The Common, Scole, Diss, Palgrave, Stuston, Thrandeston, Wortham, Brome, Thornham Parva, Braiseworth, South Green and Oakley.

2.4.3 **Public Transport Availability**

2.4.4 The site of the Project is located in a rural setting and thus the public transport availability reflects this.

2.4.5 Insert 2.4 shows the public transport provision in Eye and the wider area.

Insert 2-4: Public Transport provision – wider coverage



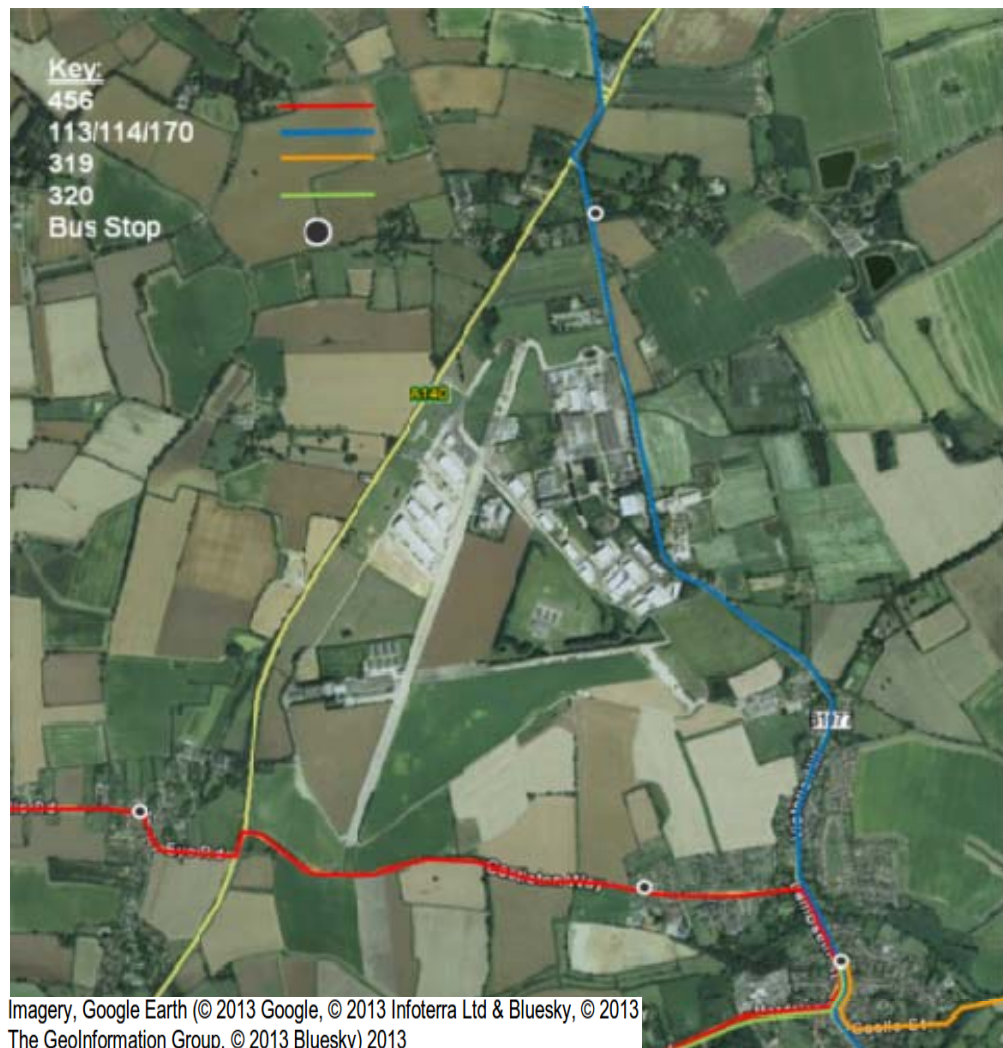
(source, Suffolk on Board website)

2.5 Bus Services

2.5.1 Bus services are not high frequency and routes are limited. There are no routes which enter onto the former Airfield, however, a regular bus service exists (the 113/114) which provides an hourly service from Ipswich to Diss via Eye. Other services provide access to nearby villages including the 456/457, which provides 3 to 4 buses per day to Diss, Finningham, Mendlesham and Stowmarket. The 170 operates only during the school summer holidays and is restricted to one morning and evening service daily.

2.5.2 Insert 2.5 shows the bus stops near to the Project Site. The nearest bus stop is on Eye Road, approximately, 712 m (approximately a 9 minute walk) from the Power Generation Plant Site entrance.

Insert 2-5: Public Transport Provision within Vicinity of the Site



2.6 Rail Services

2.6.1 Diss is the closest railway station to the Project Site, and is an important local transport hub approximately 5 km north of the former Eye Airfield. Greater Anglia operates all trains from the station. The routes available from the station and their frequency are listed in Table 2-1.

Table 2-1: Rail routes from Diss

Route	Frequency
Diss- Norwich	Every 21 minutes
Diss – London Liverpool Street (stopping at : Stowmarket, Ipswich, Manningtree, Colchester, Chelmsford and Stratford)	Every 60 minutes
Diss – London Liverpool Street (stopping at Ipswich Manningtree and Colchester)	Every 60 minutes

2.6.2 The rail station can be accessed from the Project Site using the 113/114 hourly bus service. The bus stop on Victoria Road from Diss Station is approximately 400m in distance.

2.6.3 There are cycle stands and lockers at Diss Station in addition to a taxi rank and a station car park.

2.7 Highway Infrastructure

2.7.1 The Project Site is reasonably well connected to the highway network. The Project Site is located adjacent to the A140, which is a major transport route from which the national road network is easily accessible. The road runs north-south linking Ipswich and Norwich. Approximately 3 km north of Eye, the A140 joins the A143. The A143 provides access to Lowestoft and Great Yarmouth to the east and to Bury St Edmunds in the west.

2.7.2 The existing employment uses on the former Eye Airfield are accessed via the B1077. From the south, the B1077 is accessed via a dedicated right turn lane. From the north, access is via a left turn. Rectory Road also provides access from the A140, forming a smaller triangle north of the former Airfield with the A140 and the B1077, however, this route is not encouraged given lack of signing for this direction.

2.7.3 Castleton Way runs from the south-west corner of the former Airfield eastwards into Eye and is an unrestricted country road for the majority of its length until it reaches Eye, where the speed limit turns to 30 mph.

2.8 Parking Provision

- 2.8.1 There will be car parking provided within the site compound of the Power Generation Plant during construction. Regard will be had to SCC's policy on parking standards for the operational phase of the development and will reflect a desired shift to sustainable transport methods.

3 CONSTRUCTION PHASE

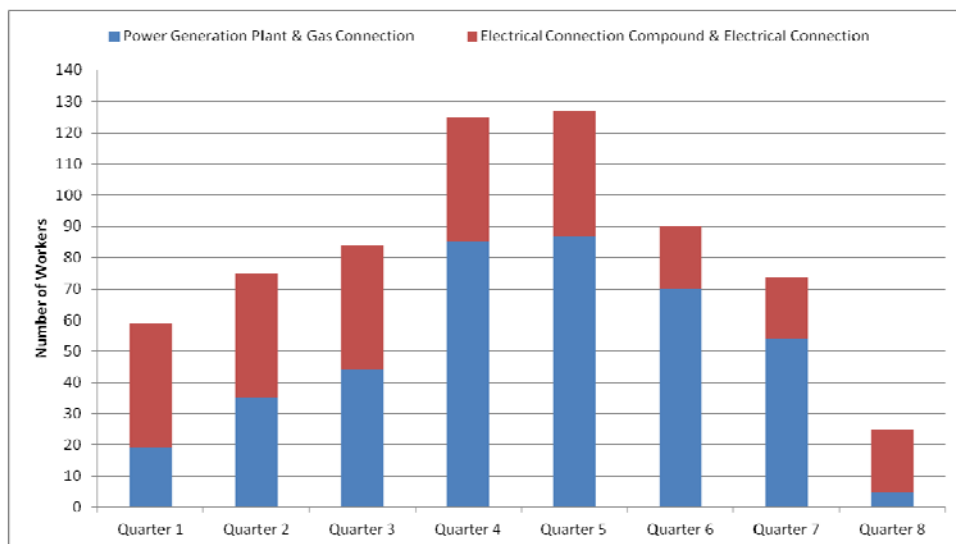
3.1 Background

3.1.1 The construction start date is in 2017 and the total construction period will be over 22 months.

3.2 Worker Numbers

3.2.1 For a 5 gas turbine plant, there would be a total of 127 workers required for the construction of the Power Generation Plant and Gas Connection, and Electrical Connection Compound . Insert 3.1 below, shows the profile of construction workers over the 22 month period.

Insert 3-1: Profile of Construction Workers



3.3 Trip Generation & Modal Split

3.3.1 The estimates of the trip generation during construction have been generated for construction employees, using a first principles approach. The trip generation has been based on the period of peak construction and given that the Project Site is poorly situated for walking, cycling and public transport usage it has been assumed that all employees either drive or are driven by car to the Project Site.

3.3.2 The 2012 National Travel Survey reveals that average car occupancy for all journey purposes is 1.6, with average commuting car occupancy at 1.2 and other journey purposes such as education with an average occupancy of 2.0. Given that it is more commonplace within the

construction industry for co-workers to share vans and cars, the average car occupancy of 1.6 has been used within the assessment.

3.4 Arrival and Departure Times

3.4.1 It has been assumed that a 2 hour AM Peak Period (07:00 to 09:00) will account for all of the arrivals, and a 2 hour PM Peak Period (16:00 to 18:00) will account for all of the departures.

3.4.2 Average weekday traffic flow derived from the ATC data collected on the A140 for the period 2nd to 8th October 2013 has been used to estimate the peak spread of trips across the AM and PM Peak periods. Based on the flow data in Table 3.1, 08:00-09:00 and 17:00-18:00 have been established as the peak hours within the respective peak periods.

Table 3.1: ATC Traffic Two-Hour Peak Vehicle Profiles A140 2nd to 8th October 2013

Time Period	Vehicles	Proportion of vehicles in peak hour
7.00am – 8.00am	1,263	48%
8.00am – 9.00am	1,352	52%
4.00pm – 5.00pm	1,302	49%
5.00pm – 6.00pm	1,373	51%

3.4.3 It is forecasted that with 127 construction workers and with a car share proportion of 1.6 people per car, the AM and PM Peak hours are each anticipated to generate 41 vehicles as shown below in Table 3.2.

Table 3-2: Peak Hour Trip Generation

Time Period	Person Trips	Vehicle Trips
8.00am – 9.00am	66	41
5.00pm – 6.00pm	66	41

3.4.4 Section 5 of this document presents the SMART measures that will aim to achieve higher than a 1.6 car occupancy rate.

4 OPERATIONAL PHASE

4.1 Background

4.1.1 It is expected that the operational phase of the Power Project will be begin in late 2018.

4.2 Worker Numbers

4.2.1 It is anticipated that during the operational phase the Project will create 15 jobs. Therefore, assessment during the construction period represents a worst case.

4.3 Arrival and Departure Times

4.3.1 The shift patterns proposed for the operational workers are 6am-2pm-10pm. Therefore, the arrival and departure profiles for shift workers fall outside of the peak hours (8-9am and 5-6pm).

4.4 Trip Generation & Modal Split

4.4.1 It is forecasted that with 15 workers and with a car occupancy of 1 person per car (representing the worst case), the following trip generation is likely to occur as shown in Table 4-1.

Table 4-1: Trip Generation

Time	Arrivals	Departures
6:00	5	5
14:00	5	5
22:00	5	5
Total	15	15

4.4.2 Maintenance periods will result in traffic to and from the Power Generation Plant Site. Water tankers are estimated to equate to an average of 15 tankers per day if connections to the water mains is not undertaken.

4.4.3 Overall, there will be a low number of trips generated during the operational phase of the Project causing minimal impact.

5 CONSTRUCTION / OPERATIONAL TRAVEL PLANS

5.1 Aims & Approach

5.1.1 As outlined previously, the principal aim of these Interim Travel Plans for the Project is to help reduce car usage (particularly single occupancy journeys) and to increase car sharing amongst staff.

5.1.2 Once the journey origin and mode of transport of workers has been fully determined the Travel Plan is to be focussed upon introducing key elements such as a Travel Plan Coordinator and delivering SMART objectives and measures.

5.2 SMART Objectives

SMART (Specific, Measurable, Attainable, Realistic and Timely) objectives and related targets are identified at this stage and are listed below. A menu of Travel Plan SMART measures to support the SMART objectives is set out in section 6.

5.2.1 The SMART measures listed in Section 6 are able to be set at this time and also to be revisited in the more detailed CWTP and OWTP and aim to:

- a. reduce the impacts of the Project where possible. To minimise single occupancy car use amongst employees by providing realistic alternatives to and from the Project Site;
- b. increase the proportion of car sharing amongst staff to above 2 staff per car, through the use of positive initiatives supported by regular marketing and incentives;
- c. provide employees with up to date information on facilities/services available to them to allow them to make informed travel choices;
- d. appoint a construction and operational Travel Plan Coordinator, funded by the developer.

5.2.2 SMART objectives will be reviewed annually.

5.2.3 The objectives of both Travel Plans will be reflected in a package of SMART measures put forward to encourage sustainable travel and in turn, these will be used to derive both qualitative targets for modal shift and quantitative goals for changes in travel behaviour during both the periods of construction and five years following occupation.

5.2.4 This Travel Plan aims to reduce reliance on car use and achieve a higher than 1.6 car occupancy throughout the construction period

5.2.5 The number of operational workers is anticipated to be very low, it is expected that throughout the operational phase there will be 15 workers. Therefore, it will not be necessary to set a mode shift target although options for travel choice will be presented to staff.

5.3 Travel Plan Benefits

5.3.1 The primary objective of a Travel Plan is to reduce the adverse effects of transport associated with the construction and operation of a site. Thus, the most easily identified Travel Plan benefits are those that are directly related to reductions in vehicle use namely, less congestion, noise, air pollution and fewer accidents.

5.3.2 There are also various other benefits associated with the implementation of Travel Plan initiatives, depending upon the content of such initiatives. These benefits can include:

- a. Increased productivity of staff – via a healthier workforce with greater morale;
- b. Energy savings – through reduced fossil fuel use;
- c. Improved use of public transport through travel plan initiatives;
- d. An improved environment for pedestrians and cyclists;
- e. Improved organisation image;
- f. Cost savings to staff and the organisation as travel becomes more efficient; and
- g. Improved quality of life through time savings achieved as a result of less congestion and reduced stress.

5.4 Construction Staff

5.4.1 Differences exist between construction site employees and those who would be traditionally targeted by a workplace travel plan such as that they:

- a. Carry (or transfer) specialised equipment, tools and personal protective equipment;

-
- b. Often start and/or finish outside of 'normal' working hours, or when public transport is not available (or not as frequent);
 - c. Have a more physical nature of work that makes walking / cycling to work less appealing;
 - d. Are based in locations that are some distance away and / or away from public transport modes; and
 - e. Due to the construction schedule for this type of development; the workforce will vary significantly making the establishment of a standard travel routine difficult but not impossible to achieve. The measures presented in Section 6 account for this.

6 TRAVEL PLAN – MEASURES

6.1 Travel Plan Management

6.1.1 Each Travel Plan will consist of SMART (Specific, Measurable, Attainable, Realistic and Timely) measures which are expected to result in most significant contribution towards a reduction in overall vehicle usage.

6.1.2 These SMART measures have been developed with specific understanding of the site location and the existing public transport and sustainable infrastructure that can be found locally.

6.2 SMART Measure 1: Travel Plan Coordinator

6.2.1 A member of staff working at Progress Power Station will take the role of Travel Plan Coordinator (TPC) as part of their overall responsibilities on site.

6.3 TPC Action Plan

6.3.1 The TPC will have an Action Plan that designates the clear responsibilities of the TPC, and senior management, with regards to the CWTP and OWTP measures to be established prior to construction. The Action Plan will be based on consultation with senior management and stakeholders, with specific milestones for review of actions carried out at the end of each month.

6.3.2 The Action Plan identifies a programme of regular scheduled activities and monitoring for the TPC to carry out during the construction and operational period. This will identify which measures are the most effective for the TPC to implement.

6.3.3 The following schedule in Table 6-1 proposes headline actions which will be delivered as a minimum.

Table 6-1 Travel Plan Action Plan

Item	Action	Designated Responsibility TPC / Senior Management (SM)
Within 6 months prior to commencement of construction:		
1	Meet relevant MSDC and SCC officers to discuss Travel Plan and time frames for delivery. Meet with other groups as appropriate.	TPC / SM
2	Develop communications strategy; programme of consultation, marketing campaign / Travel Plan branding.	TPC
3	Establish monthly Travel Plan Steering Group meetings.	TPC
4	Research and set up a Car Sharing scheme with relation to planned shift patterns. Use of a database such as Suffolk Car Share	TPC
5	Develop future car parking management strategy.	TPC / SM
6	Agree and arrange any workers travel provision – contractual requirements / mini bus	TPC / SM
7	Agree and arrange on site staff facilities arrangements. Also staff storage facilities for tools etc.	TPC/ SM
8	Review of period actions each month.	TPC
Within 3 months prior to commencement of construction:		
9	Obtain up to date public transport timetables and literature.	TPC
10	Obtain and analyse where possible staff home post codes.	TPC
11	Devise, implement and analyse baseline staff travel surveys.	TPC
12	Develop travel information welcome packs for all construction staff.	TPC
13	Review walking and cycling facilities surrounding and on the site.	TPC
Within the first 6 and 12 months and then regular points during construction/operation:		
14	Review and implement annual staff travel surveys. Monitor travel patterns through data acquired from various sources.	TPC
15	Review site transport provision and worker facilities.	TPC
16	Review the car sharing / car parking arrangements.	TPC
17	Review the maintenance of any agreed walk and cycle routes.	TPC / SM

Item	Action	Designated Responsibility TPC / Senior Management (SM)
18	Maintain and review Travel Plan marketing / communications strategy.	TPC / SM
19	Maintain appropriate Public Transport information.	TPC
20	Develop travel initiatives / incentives.	TPC / SM
21	Perform a review of the Travel Plan and modify where appropriate.	TPC / SM
22	Hold Travel Plan Steering Group meetings as appropriate.	TPC
23	Provide Information on Boards in Staff Rooms and Reception Areas	TPC

6.4 SMART Measure 2: Travel Plan Steering Group

6.4.1 The TPC will establish and coordinate a Travel Plan Steering Group with appropriate terms of reference; to progress implementation and delivery of the Travel Plan SMART Objectives / Measures and to approve annual monitoring and targets.

6.4.2 Core membership will consist of the TPC, the senior management position and the local highway authority officers. It is suggested the Steering Group initially meet every 3 months, prior to commencement of construction, and then as agreed with the local highway authority. The TPC will record / circulate meeting minutes and identified actions after each Steering Group.

6.4.3 After 12 months of TPC appointment the Steering Group will hold an annual review of the existing Travel Plan and Survey results. The TPC will produce a report and presentation upon the past 12 months Travel Plan achievements.

6.5 SMART Measure 3: Staff Travel Surveys: Baseline and Annual

6.5.1 Appropriate staff travel surveys will be completed by all staff upon recruitment. It is important to gather this information to assess which of the measures proposed in Table 6.2 are likely to be most effective. The TPC will work with senior management to ensure as much information

can be collated early on in recruitment process so the Travel Plan measures can have a positive influence on staff travel patterns.

6.5.2 Each employee will complete a travel survey once recruited and at least within their first week of work in order to obtain a baseline from which to measure current and ongoing staff travel patterns.

6.5.3 The TPC will be responsible for the planning and coordination of the annual surveys. The surveys will determine progress towards meeting targets / satisfying objectives. The annual surveys will be funded by the developer. Travel surveys of the whole site will be undertaken on an annual basis, until deemed unnecessary by the Steering Group.

6.5.4 If appropriate, the Contractor will specify exactly who arrives when and by what means (with allocated arrival and departure times).

Monitoring and Review

6.5.5 The TPC should monitor travel on a regular basis throughout the construction period. The TPC will collate results of all surveys and prepare a report for submission within three months of the surveys being completed.

6.5.6 When reviewing the effectiveness of the Plans, the following questions will be asked:

- a. Which areas offer the greatest potential for change / improvement?
- b. Was the initiative implemented by the target date?
- c. How well used is each scheme / initiative?
- d. How much did it cost to introduce?
- e. Is the review process itself effective?

Meeting of Targets

6.5.7 Targets that have been set should be effectively met by the above measures.

6.6 SMART Measure 4: Travel Plan Marketing

6.6.1 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. The TPC will have clear duties for developing and implementing a marketing and communications strategy.

- 6.6.2 The developer will set an appropriate budget for marketing which reflects the size of both the construction and operational workforce. Where appropriate, electronic media will be used to inform staff and promote the Travel Plan
- 6.6.3 If a site website is provided then a Travel Plan page will be developed to provide up to date travel plan information, links to travel information / public transport and hold all relevant travel policies. The webpage will serve as a one-stop shop for the most up to date travel regulations and advice.
- 6.6.4 All new employees and sub-contractors will be issued on appointment of their position with a “Site welcome pack” providing for example;
- Travel Plan information;
 - Local public transport information;
 - Car sharing / parking management / site routing policies;
 - Information on local traffic-related congestion concerns, to raise awareness;
 - A map showing the location of the development in relation to the local area, highlighting the designated routes to use to access the site to reduce congestion/conflict; and
 - Details of any future works bus collection points and frequencies.
- 6.6.5 Additionally as detailed in 6.8 requirements will be explained to staff during the induction process and made clear as a contractual requirement.
- 6.6.6 Sustained and specific marketing of car share, staff travel incentive schemes and on site facilities will be carried out before and during the construction period to ensure staff are aware of and understand the Travel Plan. To be effective these will be evidence based upon travel surveys and consultation of site employees.

Bus Services Provision

- 6.6.7 There is a low level of Public Transport provision in the area and none directly to the location of the site. The TPC will contact local Public Transport providers to investigate the potential of delivering a public service to the site; either as an extension to an existing service or as a specific service at a particular time from a pre determined pick-up point.
- 6.6.8 Any bus provision will need to be evidence based and the need assessed through analysis of staff post codes, travel surveys and shift patterns. Potential staff pick-up and lay down areas will be identified as part of this process.
- 6.6.9 The TPC will also contact other local site TPC's to discuss linking of existing works services and potential economies of scale to introduce new joint services.

6.7 SMART Measure 5: Car Parking Strategy**Car Parking**

- 6.7.1 In order to achieve the target of 74 daily car journeys and less throughout the construction phase and 13 throughout the operational phase, the construction site will have a capped number of car parking spaces, numbering no more than 74.
- 6.7.2 The site will implement a car parking management scheme that provides favourable parking locations for those that travel to site with 2 passengers and more. A car parking management strategy will be developed by the TPC and agreed by Senior Management and the local planning authority prior to the construction period.
- 6.7.3 The strategy will have measures for both staff and visitors and will be a live document that can be adaptable to achieve improved targets and objectives. The strategy will be supported by continuing monitoring by the TPC to ensure targets are achieved and that any non compliance by staff / visitors is remedied.
- 6.7.4 To encourage additional car sharing of 2 passengers or more the financial savings achievable will be promoted to staff. Also to encourage higher passenger levels additional incentives will be promoted to staff such as;

- Eligibility for prize draws;
- Guaranteed ride home in emergencies;
- Accrual of points to earn vouchers for petrol redemption;
- Weekly free car washing service; and
- Free Friday breakfast roll.

6.7.5 All car parking management and car sharing measures will be adapted to ensure they are fit for purpose for usage by staff for the operation Travel Plan measures.

Car Sharing

6.7.6 Car sharing will be the preferred travel mode for all staff travelling to site. The site will operate its car sharing scheme through the use of the “Suffolk Car Share” database, (<https://suffolkcarshare.liftshare.com/>).

6.7.7 As staff may work over shift patterns, these will be assessed to see where the optimum opportunities for car sharing can be achieved.

6.7.8 Due to the nature of the site and the sensitivity of the construction work a private restricted group on the “Suffolk Car Share” website will be organised for site staff to utilise.

6.8 SMART Measure 6: Staff Induction Requirements

6.8.1 As part of the induction process all construction staff will be required to register on a car sharing database and encouraged to assess car sharing to site with other staff members.

6.8.2 This measure is likely to have the most impact on achieving should the target for 74 or less daily car journeys during the peak of construction. This figure could be reduced further over the construction period.

6.9 SMART Measure 7: Cycling, Motorcycles, Staff Showering, Storage and Bike Parking Facilities

6.9.1 Both cycling and motorcycling will be promoted and encouraged as alternatives to private car usage. This will be carried out for both construction and operational staff, and information and maps will be displayed on prominent boards explaining less trafficked routes to site.

This will include routes to local train stations within an 8 mile radius and include existing train service times.

6.9.2 The site will provide male/female shower and changing facilities for staff including lockers for personal storage and equipment, with heated drying areas for clothing.

6.9.3 Also convenient, sheltered, well lit and secure parking provision will be made available for cycle and motorcycles in accordance with SCC standards (1 stand per 300 m² GFA for bicycles). Additional cycle or motorcycle parking provision will be provided as needed by staff.

6.9.4 To assist cyclists with bike repairs, a dedicated bike maintenance facility will be provided close to the parking shelters.

6.9.5 To encourage the take up of safe and sustainable cycling the following will be made available;

- Financial incentives such as interest free loans for bike / equipment purchasing will be made available through the staff payroll facility;
- A programme of bike maintenance and safe riding courses will be made available on site; and
- A bike user group will be chaired by the TPC to promote cycling and raise any issues with the local highway authority with regards to cycle routes to site.
- Secure tool storage will be made available on-site in order to reduce the need to carry tools and bring vehicles on site.

6.9.6 Also, to encourage use of these modes and the use of public transport, the developer will ensure secure tool storage is available on-site, which will reduce need to carry tools and bring extra vehicles on-site.

6.10 SMART Measure 8: Senior Staff to Lead by Example

6.10.1 Senior Staff, including those who may not be on site every day or who are not 'skilled' construction staff will show commitment to the Travel Plan, and follow the same rules as others to lead by example.

6.11 SMART Measures Summary

6.11.1 Table 6.2 below summarises the SMART Measures to be adopted in the Travel Plan for the Construction and Operational phase of the Project.

Table 6-2 List of SMART measures

SMART Measure No.	Measure Description / Impact	Construction	Operational
1	Travel Plan Coordinator	✓	✓
2	Travel Plan Steering Group	✓	✓
3	Staff Travel Surveys: Baseline and Annual	✓	✓
4	Travel Plan Marketing	✓	✓
5	Car Parking Management Strategy	✓	✓
6	Staff Contractual Requirements	✓	-
7	Cycling, Motorcycles, Staff Showering, Storage and Bike Parking Facilities	✓	✓
8	Senior Staff leading by example	✓	✓

7 SUMMARY

- 7.1.1 Parsons Brinckerhoff was commissioned by to produce a Construction Worker Travel Plan (CWTP) and Operational Worker Travel Plan (OWTP) in support of the Progress Power Project DCO application.
- 7.1.2 Travel Plan measures outlined in this report provide a number of options for travel to and from the site during the construction and operational phases of the Project.
- 7.1.3 During the construction phase, it is anticipated that there will be a minimum of vehicle occupancy of 1.6 persons (average vehicle occupancy for construction workers), but the target for the site is to achieve a higher car occupancy rate. Workers are anticipated to arrive and depart from the site during morning (7-9am) and evening (4-6pm) peak periods.
- 7.1.4 There will be approximately 127 workers on site during the construction peak. Given the vehicle occupancy and the arrival / departure windows, it is anticipated that this will generate an additional 41 vehicles during each of the AM and PM peak hours.
- 7.1.5 During the operation phase, there will be approximately 15 staff expected to arrive outside of the peak hours. Options of available modes of travel to work will be presented to workers to allow them to consider their method of travel to work. An Action Plan for the TPC has been outlined in Table 6-1 with a time scale for delivery for various measures.
- 7.1.6 A range of SMART measures, detailed in Table 6-2, has been presented and careful selection of measures will lead to successful outcomes of the Travel Plan and a reduction of the number of commuting trips to and from the site.
- 7.1.7 It is recommended that a crucial part of the Travel Plan will be to appoint a TPC. The TPC will be a current member of staff and they will have responsibility for implementing Travel Plan measures and monitoring its success.
- 7.1.8 Additionally, it is recommended that regular monitoring undertaken by the TPC should be accompanied by an annual review, where the TPC will revise targets and modify measures as part of this review. Further,

the developer and TPC should work with the local highway authority throughout the lifespan of the Travel Plans to ensure that the Travel Plan is delivered as effectively as possible.