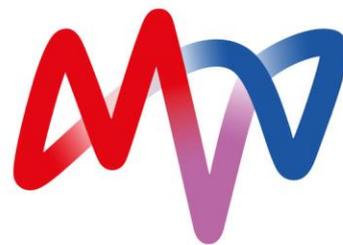


Medworth Energy from Waste Combined Heat and Power Facility



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Executive Summary

The Applicant is committed to reducing the impact of single occupancy vehicles during the operational phase of Proposed Development. The Applicant proposes to deliver this commitment through the implementation of an Operational Travel Plan which will support the delivery of several targets and objectives to reduce travel by single occupancy vehicles, consistent with planning policy. This document is the Outline Operational Travel Plan which will be further developed and refined post consent to form the Operational Travel Plan.

The aim of a Travel Plan is to encourage and promote travel by sustainable means and minimise disruption on the local road network and communities.

The aim is achieved by establishing a Travel Plan Strategy including governance and coordination, the setting of Travel Plan Targets and Measures, and monitoring throughout the life of the Proposed Development.

Monitoring of the Travel Plan is both formal and informal and during the operational phase. A baseline is established via a Staff Travel questionnaire survey.

This Outline Operational Travel Plan includes an Action Plan which summarises how it will be implemented and monitored, including details of responsibilities.

This Outline Operational Travel Plan is submitted with the Development Consent Order and will be finalised in the form of an Operational Travel Plan prior to the commencement of development.



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1. Introduction

1.1 Background

- 1.1.1 Medworth CHP Limited (the Applicant) is applying to the Secretary of State for a Development Consent Order (DCO) to construct operate and maintain an Energy from Waste (EfW) Combined Heat and Power (CHP) Facility on the industrial estate, Algores Way, Wisbech, Cambridgeshire. Together with associated Grid Connection, CHP Connection, Water Connections, and Temporary Construction Compound (TCC), these works are the Proposed Development.
- 1.1.2 The Proposed Development would recover useful energy in the form of electricity and steam from over half a million tonnes of non-recyclable (residual), non-hazardous municipal, commercial and industrial waste each year. The Proposed Development has a generating capacity of over 50 megawatts and the electricity would be exported to the grid. The Proposed Development would also have the capability to export steam and electricity to users on the surrounding industrial estate.
- 1.1.3 The Proposed Development is a Nationally Significant Infrastructure Project (NSIP) under Part 3 Section 14 of the Planning Act 2008 (2008 Act) by virtue of the fact that the generating station is located in England and has a generating capacity of over 50 megawatts (section 15(2) of the 2008 Act). It, therefore, requires an application for a DCO to be submitted to the Planning Inspectorate (PINS) under the 2008 Act. PINS will examine the application for the Proposed Development and make a recommendation to the Secretary of State (SoS) for Business, Energy and Industrial Strategy (BEIS) to grant or refuse consent. On receipt of the report and recommendation from PINS, the SoS will then make the final decision on whether to grant the Medworth EfW CHP Facility DCO.

1.2 The Applicant and the project team

- 1.2.1 The Applicant is a wholly owned subsidiary of MVV Environment Limited (MVV). MVV is part of the MVV Energie AG group of companies. MVV Energie AG is one of Germany's leading energy companies, employing approx. 6,500 people with assets of around €5 billion and annual sales of around €4.1 billion. The Proposed Development represents an investment of approximately £450m.
- 1.2.2 The company has over 50-years' experience in constructing, operating, and maintaining EfW CHP facilities in Germany and the UK. MVV Energie's portfolio includes a 700,000 tonnes per annum residual EfW CHP facility in Mannheim, Germany.
- 1.2.3 MVV Energie has a growth strategy to be carbon neutral by 2040 and thereafter carbon negative, i.e., climate positive. Specifically, MVV Energie intends to:
- reduce its direct carbon dioxide (CO₂) emissions by over 80% by 2030 compared to 2018;



- reduce its indirect CO₂ emissions by 82% compared to 2018;
- be climate neutral by 2040; and
- be climate positive from 2040.

1.2.4 MVV's UK business retains the overall group ethos of 'belonging' to the communities it serves whilst benefitting from over 50 years' experience gained by its German sister companies.

1.2.5 MVV's largest project in the UK is the Devonport EfW CHP Facility in Plymouth. Since 2015, this modern and efficient facility has been using around 265,000 tonnes of municipal, commercial and industrial residual waste per year to generate electricity and heat, notably for Her Majesty's Naval Base Devonport in Plymouth, and exporting electricity to the grid.

1.2.6 In Dundee, MVV has taken over the existing Baldovie EfW Facility and has developed a new, modern facility alongside the existing facility. Operating from 2021, it uses up to 220,000 tonnes of municipal, commercial and industrial waste each year as fuel for the generation of usable energy.

1.2.7 Biomass is another key focus of MVV's activities in the UK market. The biomass power plant at Ridham Dock, Kent, uses up to 195,000 tonnes of waste and non-recyclable wood per year to generate green electricity and is capable of exporting heat.

1.2.8 To prepare the ES for the Proposed Development, the Applicant has engaged Wood Group UK Limited (Wood). Wood is registered with the Institute of Environmental Management and Assessment (IEMA)'s Environmental Impact Assessment (EIA) Quality Mark scheme. The scheme allows organisations that lead the co-ordination of EIAs in the UK to make a commitment to excellence in their EIA activities and have this commitment independently reviewed.

1.3 The Proposed Development

1.3.1 The Proposed Development comprises the following key elements:

- The EfW CHP Facility;
- CHP Connection;
- Temporary Construction Compound (TCC);
- Access Improvements;
- Water Connections; and
- Grid Connection.

1.3.2 A summary description of each Proposed Development element is provided below. A more detailed description is provided in **ES Chapter 3: Description of the Proposed Development (Volume 6.2)** of the ES. A list of terms and abbreviations can be found in **Chapter 1 Introduction, Appendix 1F Terms and Abbreviations (Volume 6.4)**.



- **EfW CHP Facility Site:** A site of approximately 5.3ha located south-west of Wisbech, located within the administrative areas of Fenland District Council and Cambridgeshire County Council. The main buildings of the EfW CHP Facility would be located in the area to the north of the Hundred of Wisbech Internal Drainage Board (HWIDB) drain bisecting the site and would house many development elements including the tipping hall, waste bunkers, boiler house, turbine hall, air cooled condenser, air pollution control building, chimneys and administration building. The gatehouse, weighbridges, 132kV switching compound and laydown maintenance area would be located in the southern section of the EfW CHP Facility site.
- **CHP Connection:** The EfW CHP Facility would be designed to allow the export of steam and electricity from the facility to surrounding business users via dedicated pipelines and private wire cables located along the disused March to Wisbech railway. The pipeline and cables would be located on a raised, steel structure.
- **TCC:** Located adjacent to the EfW CHP Facility Site, the compound would be used to support the construction of the Proposed Development. The compound would be in place for the duration of construction.
- **Access Improvements:** includes access improvements on New Bridge Lane (road widening and site access) and Algores Way (relocation of site access 20m to the south).
- **Water Connections:** A new water main connecting the EfW CHP Facility into the local network will run underground from the EfW CHP Facility Site along New Bridge Lane before crossing underneath the A47 (open cut trenching or horizontal directional drilling (HDD)) to join an existing Anglian Water main. An additional foul sewer connection is required to an existing pumping station operated by Anglian Water located to the northeast of the Algores Way site entrance and into the EfW CHP Facility Site.
- **Grid Connection:** This comprises a 132kV electrical connection using underground cables. The Grid Connection route begins at the 132kV switching compound in the EfW CHP Facility Site and runs underneath New Bridge Lane, before heading north within the verge of the A47 to the Walsoken Substation on Broadend Road. From this point the cable would be connected underground to the Walsoken DNO Substation.

1.4 The purpose of this Outline Operational Travel Plan

- 1.4.1 The Overarching National Policy Statement for Energy Infrastructure (NPS) EN-1 states at paragraph 5.13.4 that where appropriate, *the applicant should prepare a travel plan including demand management measures to mitigate transport impacts. The applicant should also provide details of proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking associated with the proposal and to mitigate transport impacts.*
- 1.4.2 The National Planning Policy Framework (NPPF) states in Paragraph 111 that “*all developments that will generate significant amounts of movement should be*



required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed". Consistent with the NPPF, the Fenland Local Plan (Policy LP15), states that *"If the proposal is likely to result in significant transport implications, a Transport Assessment and Travel Plan should be prepared."*

1.4.3 An important factor in minimising the carbon footprint of the Proposed Development, and the impact on the local community, is to maximise the number of trips made to the operational sites by sustainable modes. Travel Plans are long term strategies and actions plans which set modal share targets and recommend measures to travel by sustainable transport. The documents will often recommend the best use of public transport infrastructure and suggest improvements, where required.

1.4.4 To address National and local policy requirements and based on MNV's experience, this Outline Operational Travel Plan (TP) presents how the impacts from operating the EfW CHP Facility will be addressed and forms the basis of an Operational Travel Plan, that will be prepared by the Applicant prior to commissioning of the EfW CHP Facility.

1.5 Aims and Objectives

1.5.1 The overall aim of the TP is to develop a culture of sustainable travel choice to and from the Site. Specifically, it aims to increase the use of sustainable transport modes and reduce the number of Single Occupancy Vehicle (SOV) trips. This can aid in a reduction of traffic congestion and carbon emissions while increasing health levels through the uptake of active travel (such as walking and cycling).

1.5.2 The measures outlined in this TP are targeted at employees.

1.5.3 To support the TP aim two key objectives have been identified, as follows:

- Objective 1: To enable sustainable travel choice to/from the Site by staff from the outset of use; to establish behavioural change opportunities, increase sustainable travel awareness and increase use of sustainable modes of travel; and
- Objective 2: To reduce travel by car, particularly SOV trips.

1.6 Targets

1.6.1 The term "targets" is used in the sense of a statement that contains a measurement of the TP objectives and is a measure of outcomes achieved by the TP. Targets should be SMART – Specific, Measurable, Achievable, Realistic and Timely, and should help achieve, and be related to, each of the objectives set out above. Targets for staff are set out in this document.

1.7 Structure of the Outline Operational Travel Plan

1.7.1 The remainder of the Outline Operational Travel Plan is set out as follows;



- **Section 2:** Site Audit, which provides a description of the baseline situation with regards to the road network, public transport, cycle and pedestrian networks and facilities;
- **Section 3:** Travel Plan Strategy which sets out the overarching strategy for the TP;
- **Section 4:** Outline Targets and Measures, which sets out the proposed initiatives distinguished as ‘Physical’ measures and ‘influencing travel behaviour’ measures;
- **Section 5:** Monitoring and Review, which identifies types of monitoring and timescales; and
- **Section 6:** Action Plan setting out the detailed proposals for the management of operational staff travel to and from the site.



2. Site Audit

2.1.1 The Site Audit provides details on the accessibility of the site, including off-site infrastructure and connectivity.

2.2 Site Location

2.2.1 The EFW CHP Facility is located in the south-west of Wisbech approximately 2km from the town centre. Wisbech lies approximately 19km to the south-west of King's Lynn and 30km north-west of Peterborough. The EFW CHP Facility Site is bound to the west by the disused March to Wisbech Railway, to the south by New Bridge Lane, the north by industrial units along Algores Way and the east by open land to the south-east of Wisbech.

2.2.2 The A47 is a single carriageway road around Wisbech with sections of dual carriageway as the road runs west, part of the strategic road network, local and national links are available to localities such as, March, Peterborough, and Norwich via other roads linking from the A47.

2.3 Road Access

Existing road access

2.3.1 The Proposed Development includes the construction of a new dedicated HGV access off New Bridge Lane and a reconfigured access from Algores Way for staff and visitors. Consequently, this Outline Operational Travel Plan does not assess the existing road access arrangements but considers the proposed Access Improvements that are in place once the EFW CHP Facility is operational.

Proposed road access

2.3.2 Two access points into the EFW CHP Facility are proposed as part of the Access Improvements and are displayed on **Figure 3.6 Chapter 3: Description of the Development (Volume 6.3)**. These are:

- New Bridge Lane Access Improvements– for HGV access; and
- Access realignment to existing Algores Way – for staff and visitor access.

2.3.3 A summary of the proposed Access Improvements is provided below; for further details see **Section 6.7 and Figures 6.18 and 6.19 of Chapter 6: Traffic and Transport (Volume 6.2 and Figure Volume 6.3)**.

New Bridge Lane Access Improvements

2.3.4 The New Bridge Lane Access Improvements involve road widening from east of the junction with Salters Lane to the EFW CHP Facility Site's entrance, a distance of approximately 172m. Between these points, New Bridge Lane will be widened to 7.3m to allow for a two-lane carriageway with centre lines and a 2m wide



footway on the north side of New Bridge Lane. The current speed limit on New Bridge Lane is subject to the national speed limit, but it is proposed to reduce the speed limit along this section of road to 30mph. To aid safe pedestrian road crossings, dropped kerbs with tactile paving are to be provided at points from the junction with New Bridge Lane/Cromwell Road, near the junction of Salters Lane/New Bridge Lane, and at the EfW CHP Facility Site's entrance off New Bridge Lane. A segregated pedestrian entrance off the new footway along New Bridge Lane and into the EfW CHP Facility Site's internal pedestrian footways is also to be provided.

- 2.3.5 The widened section of New Bridge Lane includes the provision of street lighting columns.
- 2.3.6 The eastern end of the widened section of New Bridge Lane would end with a chicane to allow access to the east and onto New Drove for cars but not HGVs. This is to maintain the access that is currently provided for 10 New Bridge Lane but restrict any HGV movements and discourage local traffic from using New Drove and New Bridge Lane as a rat run.
- 2.3.7 From New Bridge Lane, access to the strategic highway network, is achieved by routing south along the B198, Cromwell Road, and joining the A47 at the B198/A47 junction.

Realignment of existing Algores Way Access

- 2.3.8 The proposed Algores Way access involves relocating the vehicle entrance south by approximately 20m and providing a segregated pedestrian access gate off the Algores Way footway, and to the north of the reconfigured vehicle entrance. The pedestrian gate connects the footway to the EfW CHP Facility Site's administration building.
- 2.3.9 Staff and visitors will access the EfW CHP Facility via Algores Way.
- 2.3.10 Currently, Algores Way is an unadopted highway from the EfW CHP Facility Site's entrance to approximately 19 Algores Way; from this point Algores Way is adopted and connects to Weasenham Lane. From Weasenham Lane, access to the A47, the strategic highway network, can be achieved by either routing east to the A1101 Elm High Road, joining the A47 at the A1101/A47 junction, or by routing west to the B198 Cromwell Road, joining the A47 at the B198/A47 junction.

Summary

- 2.3.11 The New Bridge Lane Access Improvements and realignment of the existing Algores Way access have been designed to the relevant Design Manual of Roads and Bridges (DMRB) design standards.
- 2.3.12 It is considered that the proposals set out above will enhance the EfW CHP Facility Site's connectivity to the local and national road network, separate HGVs from staff and visitor traffic, and provide a segregated pedestrian access point to the administration building.



2.4 Public Transport Provision

Bus Service

2.4.1 Bus services are in operation between Wisbech and local smaller and major settlements including, March, Peterborough, King's Lynn, Norwich, Three Holes and Long Sutton. The following bus services operate along A roads in and around Wisbech;

- A47 – Service 68,60,56, A, B and C;
- A1101 Elm High Road – Service 56 and 60;
- B198 Cromwell Road – Service 68, A, B and C; and
- Weasenham Lane – Service 68.

2.4.2 It should be noted that, during 2021/22 and the COVID-19 Pandemic the services listed above were suspended or run with lower frequency, and some services are not back to their pre-pandemic frequency levels.

2.4.3 The key roads above and the bus services operating along them are set out in **Figure 2.1 Bus Service** to this document.

2.4.4 Local to the EfW CHP Facility Site, there are two sets of bus stops. These bus stops are located on Cromwell Road and Weasenham Lane.

Cromwell Road

2.4.5 On Cromwell Road there are bus stops on both sides of the road approximately 160m north of the Cromwell Road/New Bridge Lane junction. The bus stop on the western side of the road has an off carriageway layby with a bus shelter and bus service route timetable information. On the eastern side of the road the bus stop has a small bench and bus stop flag sign.

2.4.6 From the EfW CHP Facility Site's pedestrian entrance gate on New Bridge Lane, to reach this bus stop it is a 690m walk along New Bridge Lane and then north on Cromwell Road.

2.4.7 **Table 6C.1 2022 Bus Services, Frequencies and routes to Cromwell Road bus stops** set out the bus services, frequencies and routes accessed from Cromwell Road.

Table 6C.1 2022 Bus Services, Frequencies and routes to Cromwell Road bus stops

Service	Destinations	Weekday Frequency Per Day Outbound	Weekday Frequency Per Day Inbound	First/Last Bus Outbound	First/Last Bus Inbound
A	Peterborough – Wisbech – King's Lynn – Norwich	12	16	17:25/23:22	06:14/22:06



Service	Destinations	Weekday Frequency Per Day Outbound	Weekday Frequency Per Day Inbound	First/Last Bus Outbound	First/Last Bus Inbound
B	Peterborough – Wisbech – King's Lynn – Norwich	24	24	07:45/18:58	06:39/17:34
C	Peterborough – Wisbech – King's Lynn – Norwich	18	14	08:10/16:25	11:09/17:09
68	Wisbech Town Centre – Weasenham Lane – Queens Road – The Brink – Cromwell Road (Loop back to town centre)	5	5	09:31/12:51	10:16/13:36
EXCEL	Norwich – Dereham – Swaffham – King's Lynn – Wisbech – Peterborough	27	28	07:43/23:22	06:10/22:06

2.4.8 The routes A, B and C that run between Peterborough and Norwich pass through Wisbech via the A47 and along the B198 (Cromwell Road and The Brink) to Wisbech town centre. From the town centre the bus route continues north on the B198 through the north east of Wisbech to rejoin the A47 near Lynn Road.

Weasenham Lane

2.4.9 On Weasenham Lane there are bus stops on both sides of the road with around 140m between them. The bus stop on the north side of the road is an informal location with no facilities; around 210m east of Weasenham Lane/Algores Way. The bus stop on the south side of the road is informal and is located 350m east of the Weasenham Lane/Algores Way junction.

2.4.10 From EfW CHP Facility Site's pedestrian gate on Algores Way to the north bus stop it is approximately 989m, routing initially on Algores Way then cutting through the industrial estate to Boleness Road and north to Weasenham Lane. To the bus stop on the south side of the carriageway it is 1.029km using the same route.

2.4.11 **Table 6C.2 Bus Services, Frequencies and routes to Weasenham Lane bus stops** sets out the bus services, frequencies and routes accessed from Weasenham Lane bus stops.



Table 6C.2 2022 Bus Services, Frequencies and routes to Weasenham Lane bus stops

Service	Destinations	Weekday Frequency Per Day Outbound	Weekday Frequency Per Day Inbound	First/Last Bus Outbound	First/Last Bus Inbound
68	Wisbech Town Centre – Weasenham Lane – Queens Road – The Brink – Cromwell Road (Loop back to town centre)	5	5	10:05/13:25	09:47/12:57

2.4.12 The local bus services set out above are scheduled for a service frequency to allow for staff to arrive and depart existing work sites along Cromwell Lane as well as providing a general service for the residents of Wisbech and surrounding settlements to access the town centre and industrial estate. The service frequency is limited for the use staff arriving and departing the EfW CHP Facility based on shift times.

Rail Services

2.4.13 The closest railway station to the EfW CHP Facility is located in the town of March, approximately 11km south of Wisbech.

2.4.14 March Station is located on a section of railway line which runs between Peterborough and Ely. From March, services can be taken to Peterborough, Cambridge, Ipswich, and a long-distance service operates to Birmingham New Street Station.

2.4.15 From Peterborough and Ely stations, services can be taken to various areas of the country including London, the Midlands, and the North.

2.4.16 It is acknowledged that March train station is some distance from Wisbech, therefore, sustainable links between the current rail network and EfW CHP Facility Site are limited and would involve a further mode of travel, for example, a bus service.

2.4.17 **Chapter 2: Alternatives** and **Chapter 3: Description of the Proposed Development** (both **Volume 6.2**) outline the current uncommitted proposals (by others) to reopen the disused March to Wisbech Railway, either with heavy or light rail. Since these proposals are currently an uncommitted scheme, this TP does not consider its reopening. However, should the situation change over the operational lifetime of the EfW CHP Facility, further revisions of this Outline Operational Travel Plan will be made to take account of this.



2.5 Pedestrian Infrastructure

- 2.5.1 The Chartered Institute of Highways and Transportation (CIHT) guidelines '*Providing for Journeys on Foot*' provides details on acceptable walking distances. For commuting, the guidelines state that a distance of up to 0.5km is considered to be desirable, whilst 1km and 2km are considered to be acceptable and preferred maximum walking distances. These distances have been used when assessing pedestrian infrastructure in the vicinity of the EfW CHP Facility Site.
- 2.5.2 Weasenham Lane, Algores Way, Elm High Road, and Churchill Road all have footpaths on both sides of the carriageway.
- 2.5.3 New Bridge Lane has a footway from Cromwell Road to the east of 9 New Bridge Lane along the north, and opposite Salters Way on the south side of the carriageway. The New Bridge Lane Access Improvements will extend the northern footway from east of 9 New Bridge Lane to the EfW CHP Facility Site. East of the EfW CHP Facility, there are no dedicated footways, however pedestrian access to Bolness Road and New Drove is available.
- 2.5.4 Cromwell Road has footways on both sides of the road between Wisbech town centre and the junction with New Bridge Lane. South of New Bridge Lane the footway on the east side terminates.
- 2.5.5 North of Weasenham Lane there are footways along Sandall Road, which provides the most direct route to the town centre from the EfW CHP Facility Site. Halfpenny Lane is severed by the A47 at the point at which the Grid Connection would be constructed.
- 2.5.6 There are no public right of ways (PRoWs) within the EfW CHP Facility Site.
- 2.5.7 **Figure 2.2 Local Pedestrian Infrastructure** to this document shows the sections of footway, crossings referred to in the paragraphs above, alongside walking isochrones for 2km from the centre of the EfW CHP Facility Site.

2.6 Cycling Infrastructure

- 2.6.1 The Department for Transport (DfT) Local Transport Note 2/08 '*Cycling Infrastructure Design*' states that many utility cycle trips are less than three miles (4.8km), but for commuter journeys a distance over five miles (8km) is not uncommon. Distances of up to 8km have been used to define the Study Area for cycle infrastructure.
- 2.6.2 The EfW CHP Facility is 1.2km from the National Cycle Network (NCN) Route 63. NCN Route 63 runs between Wisbech and Peterborough running on a route adjacent to the A1101 using Elm Road, Corporation Road, and Elm Low Road before crossing over the A47 south of Wisbech via a signalised crossing. South of the A47 the route runs onto Low Road.
- 2.6.3 NCN Route 1 also runs through Wisbech. This is a long distance cycle route which runs along the East Coast of England linking Dover to Scotland. In Wisbech the route enters the town from the north on Walston Road and then follows two routes into the town centre before heading north west along the A1101 corridor.



2.6.4

Figure 2.3 Local Cycle Infrastructure to this document illustrates the Sustrans cycle routes and includes a cycle isochrone, representing an 8km journey from the centre of the EfW CHP Facility Site. This illustrates that a number of villages and towns are accessible within 8km of the site.



3. Outline Operational Travel Plan Strategy

- 3.1.1 Travel Plans can play an important role in delivering tangible economic, environmental and social benefits to individuals, organisations and the community as a whole. It is fundamental to the effectiveness and influence of the Travel Plan that it is recognised as a process, rather than a one-off supporting document.
- 3.1.2 This Outline Operational Travel Plan sets out initial objectives, targets and initiatives which will be developed into the Operational Travel Plan once the Proposed Development receives consent and becomes operational. The Operational Travel Plan will be a working document with the Applicant undertaking regular reviews.

3.2 Travels Plan Time Scales

- 3.2.1 There are three key stages for the implementation of an Operational Travel Plan, which are set out in the following sections.

Stage One – Pre-Construction - Finalisation of Design

- 3.2.2 The Applicant has developed the EfW CHP Facility Site's layout to account for on-site pedestrian, cycle and road infrastructure and parking provision. These general arrangements are presented on the EfW CHP Facility Site layout drawing, see **Figure 3.6 Chapter 3: Description of the Proposed Development (Volume 6.3)**. This Outline Operational Travel Plan has been prepared to support this stage.

Stage Two – Post Construction/Pre Operation

- 3.2.3 The physical measures embedded into the EfW CHP Facility Site will be constructed and become integral to the Proposed Development. This stage will also require the appointment of a Travel Plan Co-ordinator (TPC) to commence the implementation of measures prior to operations starting at the site to ensure that measures are in place and promoted at commencement of occupation.

Stage Three – Operational Phase of the Development

- 3.2.4 The Operational Travel Plan allows an appropriate approach that has been discussed and agreed with the relevant local authority to be adopted. The measures in the Operational Travel Plan would be implemented, monitored and reviewed.



3.3 Operational Travel Plan Governance and Coordination

Governance

- 3.3.1 The governance of the Operational Travel Plan will be the responsibility of the Facility Manager. The Facility Manager will appoint a TPC to oversee the day-to-day implementation.

Travel Plan Coordinator

- 3.3.2 The appointment of an effective TPC is integral to the success of a Travel Plan to ensure that smarter travel choices are available and adopted by staff from first occupation of the EfW CHP Facility.

- 3.3.3 The TPC will have the following responsibilities:

- Overseeing the development and implementation of the Medworth EfW CHP Operational Travel Plan;
- Overseeing the preparation of an Operational staff travel survey;
- Acting as a point of contact for operational staff requiring information;
- Liaising with different groups relating to the Travel Plan, e.g., Cambridgeshire County Council (CCC), local transport operators, cycle shops, etc.;
- Liaising with the businesses of the industrial estates along Algores Way and New Bridge Lane to understand any collaborative working;
- Liaising with other local network users, e.g., neighbourhood groups, cycle groups, etc; and
- Co-ordinating the monitoring and review programme including target setting.

- 3.3.4 The TPC will direct the site-wide approach to travel planning (as detailed in this Outline Operational Travel Plan) and will report to the Facility Manager.



4. Targets and Measures

4.1 Overview

4.1.1 In order to ensure the success of the Operational Travel Plan, a number of site wide measures will need to be implemented. These measures are set out within this section and identified in the site wide Action Plan included in **Section 6**.

4.1.2 Quantifiable and timely targets to encourage sustainable travel to work will be agreed once the baseline travel survey has been completed. Targets will reflect the number of staff at the site. Targets will be realistic and therefore be driven by the modal split of transport identified within the survey as well as any alternative opportunities deemed to be acceptable to staff. The anticipated targets for the TP could include:

4.1.3 Possible targets for consideration within the revised Operational Travel Plan may include:

- Reduced use of the car for travel to work by 10% within 2 years;
- 10% of staff to participate in car sharing within 12 months;
- An increase in staff bus use for travel to work by 5% within 12 months;
- An increase in staff cycling to work of 5% within 12 months;
- An increase in staff walking to work of 5% within 12 months; and
- An update of staff public transport incentives of 5% within 12 months.

4.2 Indicators

4.2.1 A series of indicators will be used to monitor progress against targets and provide staff with updates. Indicators will be updated following the annual staff travel survey and will be presented on a Staff notice board and through other appropriate communication channels such as the company's intranet.

4.3 Measures

4.3.1 Measures will be required to achieve the TP targets. TP measures are split into:

- 'Physical measures' – hard measures, which provide the infrastructure to enable sustainable transport choice; and
- 'Influencing travel behaviour measures' – soft measures, which facilitate, promote and encourage sustainable transport choice.

4.3.2 The measures will focus on maximising the Site's accessibility and sustainability, building on the existing transport conditions, in order to meet the TP objectives and targets.



Physical Measures

4.3.3 Physical measures in this TP constitute the transport infrastructure that will facilitate travel choice and are an integral part of the design of the Proposed Development. All on-site transport infrastructure will be designed to the latest guidance, ensuring suitable provision for pedestrians and cycling.

Pedestrian and Cycle Infrastructure

4.3.4 As set out in the **Transport Assessment (Appendix 6A)**, the following pedestrian and cycling measures will be included:

- Connection to the existing footpath on the Algores Way into the Site via the realigned Algores Way Access;
- Connection to the existing footpath on New Bridge Lane as part of the New Bridge Lane Access Improvements;
- Appropriate signage and infrastructure will be provided to facilitate pedestrian and cycling modes onsite which will conform to design guidance;
- Provision of cycle parking to local CCC standards which will be safe, secure and sheltered;
- Provision of changing and washing facilities on EfW CHP Facility Site for employee use; and
- Provision of a dropped kerb crossing with tactile paving on Cromwell Road across New Bridge Lane.

Electric Vehicle Charging Points

4.3.5 New car parking facilities will be created on the EfW CHP Facility Site which will be suitable for the level of employee use required, given shift patterns, taking into consideration the sustainable transport targets and measures.

4.3.6 To facilitate the utilisation of electric vehicles, recharging infrastructure is increasingly encouraged as a standard measure in an increasing number of developments. This is of importance given the current target set out in the *Department for Transport Decarbonising Transport Plan 2021*, to ban the sale of new petrol and diesel cars/vans in 2030 and phase out new non-zero emission road vehicles by 2040.

4.3.7 EV charging points will be incorporated into the EfW CHP Facility parking facilities.

Car Clubs

4.3.8 Opportunities for forming a work car club will be investigated by the TPC. Car clubs allow staff to access a vehicle only when required. Subject to feasibility and suitability, for the Site, this would be co-ordinated by the TPC. Information on any existing car clubs in the area could also be included in travel information given to staff.



Influencing Travel Behaviour Measures

Travel Information Pack

- 4.3.9 The provision of information to staff outlining keys services and destinations and travel choices (including bus services, walking and cycling routes, car sharing) can help influence the choice of travel mode.
- 4.3.10 The Travel Information pack (welcome pack) is an approach to delivering targeted information directly to workers, to help them make sustainable travel choices. It seeks to overcome habitual use of the car, enabling more journeys to be made on foot, bike, bus, train or in shared cars.
- 4.3.11 Guidance on Personalised Travel Planning (PTP) programmes and case study examples are based on targeting existing workforces and visitor communities to influence travel choice and reduce trips by single occupancy vehicles ('SOV').
- 4.3.12 The TPC will use similar tools and techniques, such as:
- Providing links to journey planner websites;
 - Scheduled sessions for one-to-one journey planner assistance;
 - Promotion of the sustainable travel incentives for staff through regular events and marketing; and
 - Promotion of the company's cycle to work scheme, provided by Cyclescheme.
- 4.3.13 This would encourage sustainable travel from the opening of the EfW CHP Facility, thereby encouraging the whole ethos of sustainable travel to and from the site.
- 4.3.14 Initially it is considered that the Travel Information Pack would include the following;
- Maps showing walking and cycling routes through the Site and external connections;
 - Public transport information – bus service routes, stops and timetables, railway station location, facilities and timetable information;
 - Links to journey planning resources;
 - Car share website and database;
 - Map of local services in relation to the EfW CHP Facility Site, noting local facilities and active and sustainable transport routes to these amenities with journey times, service numbers and timetables;
 - Summary of any local sustainable transport events, discounts or schemes with application forms/links; and
 - TPC contact details.
- 4.3.15 The Travel Information Pack will be supported by a full range of information on the company's intranet as a focal point for online travel information and information



points if required. Information packs enable staff to make sustainable transport choices and will contribute to mode shift away from car SOV trips.

- 4.3.16 All relevant travel related information included in the Travel Information Pack (excluding the PTP Information) will also be displayed prominently within the EfW CHP Facility Site including communal staff areas.

Personalised Travel Planning

- 4.3.17 Personalised travel planning is an approach to delivering targeted information directly to an audience, to help them make sustainable travel choices. It seeks to overcome habitual use of the car, enabling more journeys to be made by sustainable modes. It can also seek to discourage unnecessary travel, through the provision of local or site-specific information. Thus, contributing to the Operational TP's objectives directly, by encouraging and enabling reduced travel and mode shift towards non-car modes of transport.

- 4.3.18 Guidance on Personal Travel Planning (PTP) programmes and case study examples are based on targeting existing residential communities to influence travel choice and reduce single occupancy vehicle use. The appointed TPC will identify similar tools and techniques. The techniques include:

- one-to-one conversations;
- the provision of sustainable travel information at opening of the workplace or near the start of employment; and
- promotion of the sustainable travel incentives on occupation (i.e., taster tickets for local bus use).

- 4.3.19 This would encourage sustainable travel from the commencement of the EfW CHP Facility Site as a whole, thereby encouraging the whole ethos of sustainable travel to and from the Site from the outset. This personalised travel planning would take into account the shift patterns of the staff and their resultant access to public transport, for example.

Pedestrian and Cycle Strategy

- 4.3.20 In addition to the 'hard' measures for provision for pedestrian and cycles, listed above, a range of other specific cycle and walking measures can be designed and implemented within the EfW CHP Facility Site, including:

- Cycle and local walking maps to be provided in the Travel Information Pack;
- Provision of the company's cycle to work scheme, provided by Cyclescheme;
- Possible arrangement of a discount scheme with local cycle shops for site users;
- Possible provision of a 'Dr. Bike' service, providing once per annum annual onsite maintenance session;
- Cycle demonstrations and training sessions will be investigated by the TPC and promoted to staff;



- Establishment of a Bicycle User Group (BUG) subject to interest from staff, to be administered initially by the TPC and other local cycling groups to be advertised to staff; and
- Regular promotion of walking and cycling via short term schemes, such as a Cycling Challenge or Pedometer Challenge and cycling events in Wisbech would be undertaken via the TPC.

Public Transport Strategy

4.3.21 There are multiple ways that public transport will be promoted, including:

- Working with CCC and Norfolk County Council (NCC) and the local bus operators, to identify what specific advice and publicity is required to promote existing services to staff, and how to get to the Site from key destinations by bus and rail;
- Working with CCC and NCC and local bus operators to identify any changes to time tables of frequency that may increase local bus use by users of the Medworth EfW facility;
- Dissemination of public transport timetable information and stops within an information pack; and
- Promotion of any discounts/promotions available for local bus and rail services.

Car Share Strategy

4.3.22 Car sharing is a means to reduce travel costs by splitting the costs of trips. Car sharing could be utilised when the EfW CHP Facility is operational. 'Liftshare' is one way to create an online network for car and journey sharing.

4.3.23 Car sharing schemes would be promoted through the TP, regular promotional events, personalised travel planning service and detailed in Travel Information Packs. The TPC could, also, investigate matching interested employees from the same areas for car sharing.

Hybrid Working

4.3.24 Where operationally feasible, opportunities for adopting hybrid working to reduce the number of trips to/from the EfW CHP Facility Site, will be investigated.

Marketing and Promotion

4.3.25 The following are proposed as potential marketing and promotion events to be held by the TPC and opportunities to present and discuss sustainable transport related topics and incentives:

- Staff briefings, training and seminars;
- Staff notice boards and information points;
- Booklets;
- Any Employer/Employees' forums;



- The company intranet;
- National events such as Car Share Day, Bike to Work Month and Walk to Work Day;
- Promotion of car share through promotional events including information on savings to be made and instruction on how to use the car share software; and
- Public transport promotions through the local bus operators.

4.3.26 Environmental and health benefits of walking and cycling will also be emphasised to staff in the information supplied to them when they commence their employment with the Company.

4.3.27 To attract future cyclists, the TPC will investigate discounts for employees with local cycle shops as well as local cycle maintenance workshops held by local cycle shops and promote the Applicant's selected cycle scheme; likely to be "cyclescheme.co.uk"; details to be confirmed in the final Operational Travel Plan.

4.3.28 The formation of walking and/or cycling clubs will be promoted to encourage staff to walk and/or cycle together for commuting.



5. Monitoring

5.1 Formal Monitoring

5.1.1 The Operational Travel Plan will be monitored on an ongoing basis by the TPC during the operational phase.

5.1.2 The TPC will be responsible for conducting an initial baseline travel survey and using the results to set Travel Plan targets. Progress against objectives and targets will be reviewed and the indicators updated following survey updates, to a timeframe agreed with CCC to be confirmed in the Operational Travel Plan. The TPC will provide a short report on progress and any proposed changes to the Plan to the Facility Manager, senior management and CCC. Results from the survey will be disseminated to staff via a notice board and the intranet. This will allow the following to be assessed;

- Progress against the SMART targets of the TP;
- The need for refinements to the TP; and
- The effectiveness of the TP in encouraging sustainable travel.

5.1.3 Frequent monitoring is essential to assess how the Operational Travel Plan is being implemented and whether adjustments are required. Therefore, the following surveys will be undertaken:

- Initial survey of employees' travel preferences within three months of first occupation;
- Full travel surveys will be conducted in accordance with the monitoring programme to be agreed with CCC. The monitoring programme will comprise surveys in years 1, 3, 5, 10 and 20. Year 1 will be the trigger point for the first full survey.

5.1.4 Monitoring of employees' travel choices will be in the form of travel questionnaire surveys). All survey data will be collected in accordance with the Standard Assessment Method on the TRICS database.

5.1.5 Monitoring will be undertaken within the same week each year on a week day where there are no exceptional conditions, i.e., school holidays, bank holidays, transport service disruption, etc.

5.1.6 Monitoring of site related parking on the local road network will also be undertaken, based on reporting from members of the public or via the Applicant's intended Community Liaison Group.

5.2 Travel questionnaire surveys

5.2.1 Questionnaire surveys of employees will be undertaken to understand their travel patterns and behaviours, and to evaluate the effectiveness of the Operational Travel Plan. It will provide an opportunity to review staff parking policies, provision



of parking spaces in relation to parking demand, car sharing incentives and use of low emissions vehicles. It will also enable close monitoring of the balance between public transport usage and car parking demand, highlighting the need to adjust the focus of the strategy measures.

- 5.2.2 The results of the surveys will be used to monitor the effectiveness of the Operational Travel Plan and identify areas for improvement and measures to address this, for example increased promotion of the car share scheme, or improvements to the personalised travel planning approach.
- 5.2.3 The surveys will be undertaken online and/or face-to-face across the premises. These will help to develop targeted strategies that influence travel mode choice and identify further initiatives to promote sustainable travel.
- 5.2.4 The travel questionnaire will include origin and destination questions, as well as questions about journey purpose and mode.
- 5.2.5 A representative response rate will be sought through incentives to complete the survey, such as a prize draw.

5.3 Regular Informal Monitoring

- 5.3.1 In addition to the formal monitoring, the TPC will monitor the various Travel Plan measures, such as:
- Levels of bus patronage at the bus stops adjacent to the site accesses;
 - The take up of the car sharing scheme;
 - The use of specific schemes and measures; and
 - Levels of participation in TPC led promotional events.

5.4 Monitoring Report

- 5.4.1 The results of the monitoring will be submitted to CCC within three months of the surveys, along with a review document highlighting areas of success and concern. This will evaluate progress against actions and targets and identify issues and remedial actions, such as:
- Review of the local bus service - vehicle type, routes and/or frequencies;
 - Report on EfW CHP Facility parking on the local road network based on reviews and reporting from members of the public; and
 - Identification of targeted promotional activities.
- 5.4.2 Any proposed changes will be discussed with CCC and be implemented by the TPC accordingly.



5.5 Review

- 5.5.1 At agreed milestones, the Operational Travel Plan will be reviewed by evaluating monitoring survey results against baseline data and identified targets. Where elements of the Operational Travel Plan are identified to be underperforming, reviews will be undertaken, and revisions made as and when appropriate.
- 5.5.2 If targets are not met, monitoring will be required and measures designed to encourage targets, until they are met. This will be followed up by the TPC through submitting monitoring reports to CCC. Remedial measures might include, for example, public transport “taster tickets” to encourage use of the bus or extra promotion of the Operational Travel Plan to revitalise interest in sustainable travel.



6. Action Plan

- 6.1.1 An Action Plan has been produced which summarises how the elements of the Operational Travel Plan will be implemented and monitored, including details of who is responsible, when they are to be undertaken, how the success will be gauged, and to which aims and objectives they relate.
- 6.1.2 Action plan is set out as **Table 6C.3 Operational Travel Plan - Action Plan**.

Table 6C.3 Operational Travel Plan - Action Plan

Objectives	Targets	Measures	Responsibility	Monitoring
To actively promote and encourage travel by sustainable modes for Operational staff	Increase the number of staff accessing the site by public transport (bus) from an initial baseline by 5% in the first 12 months of operation	Integrated ticketing options for passengers and discounted tickets and season ticket loans for staff.	TCP/Local Bus Operators	Review and Update
		Easily available multimodal travel information, through the internet, travel apps or at transport hubs.	Applicant	Maintain Standard of Provision
	Increase the proportion of staff walking and cycling to the site from the initial baseline by 5% (each mode) within 12 months of Operation	Reasonable provision of workplace shower and changing facilities.	Applicant	Monitor Use
		Provision of cycle parking spaces compliant with relevant local authority standards.	Applicant	Monitor Use
		Retention, enhancement and optimisation of the existing local pedestrian infrastructure.	CCC/TPC	Review Annually
	Travel Plan Coordinator to explore with local shops opportunities for discounted cycling equipment. promote the Applicant's selected cycle scheme	TPC	Monitor Take Up	
Promote car sharing for staff trips to the site to	Reserved car parking spaces for car sharers located close to the staff buildings on site.	TPC	Monitor Use	



Objectives	Targets	Measures	Responsibility	Monitoring
	increase this from the initial baseline by 10% in 12 months	Car Sharing database to be set up to enable staff to access and organise car sharing arrangements.	TCP	Monitor Use
	Provide an update of staff public transport incentives of 5% within 12 months	Refresh initial public transport incentives and uplift by 5% within 12 months of first staff travel survey.	TCP	Monitor use
	Reduced use of the car for travel to work by 10% within 2 years	Combination of measures highlighted above.	As above	As above
Monitor EfW related parking on the local road network	No staff parking on the local road network	Undertake regular monitoring of off-site parking on local roads.	TPC	Quarterly Review
		Set up mechanism for local residents to report off-site parking.	TPC	Encouraging local residents to submit information on fly parking
		Provide monitoring reports and liaise with the CCC regarding the need for any further action to be undertaken on the local highways network to address fly parking concerns.	TPC/CCC	Review implementation of any future schemes and review if parking issues have been resolved

6.1.3 In addition to the Action Plan, **Table 6C.4 Sustainable Mitigation** presents the mitigation contained with this document and others for ease of reference. However, this Outline Operational Travel Plan document will be developed further prior to commencement of construction and will be a working document throughout the life of the Proposed Development. Currently the Travel Plan is in outline form and will remain so until agreements with key stakeholders are reached.



Table 6C.4 Sustainable Mitigation

Public Transport	Cycling	Walking	Car Sharing	Site Design	Other	
Offer Ticket with "travel through salary pay"	Season Loans "travel salary employees	Changing facilities and showers for employees	Provision of new pedestrian crossing at New Bridge/ Cromwell Road	Arrange guaranteed ride home service for staff car sharers with local taxi operators	10% EV charging points (ultra-low emission parking spaces) in the staff and visitors car park	Provision of pool umbrellas and wet weather garments within the staff common areas
Provide discounted public transport travel for staff	Secure cycle parking: There would be covered spaces for motorcycles and bicycles initially. These will be provided with lockers and covered by site based CCTV network.	New Pedestrian access at Algores Way to link into existing provision on the local highways network	Establish and promote an internal database for staff car sharing.	Internal site speed restriction to 10mph	Staff bonuses / rewards for non car use	
Discuss need to consider improving local bus stops to include shelters for inclement weather with local bus operators	Offer cycle loans with "travel through salary pay"	Provision of a new pedestrian footway on the north side of New Bridge Lane	Provide car share spaces located closest to the staff work buildings	Network of internal pedestrian foodways around the site including safe crossing points and segregation of pedestrians and HGVs as far as practically possible	Travel information available to staff via a notice board within the administration and the Applicant's intranet	
Discuss with local bus operators potential service timing and frequency changes to assist with the connectivity of the site to the operational bus network	Enter into a partnership with local bike shops for discounted items. Potential for 'Dr Bike' sessions, training courses and cycle maintenance courses				Support four national events per year such as Walk to Work Week, Cycle to work Day, National Lift Share Week, Step Count Challenge, Earth Day, National Walking Month, Work Wise Week or National Commute	



Public Transport	Cycling	Walking	Car Sharing	Site Design	Other
					Smart Week
					Travel Information pack/employee welcome pack for all employees
					Monitoring of fly parking

6.1.4 This action plan will be amended subject to various considerations including: the outcome of agreements on targets, detailed design and future monitoring and evaluation.

