

The logo for FIVE ESTUARIES OFFSHORE WIND FARM. The word "FIVE" is in a large, grey, sans-serif font. The letter "V" is stylized with a purple-to-pink gradient. To the right of "FIVE" are three wavy lines in blue, green, and yellow. Below "FIVE" is the word "ESTUARIES" in a smaller, grey, sans-serif font, and below that is "OFFSHORE WIND FARM" in an even smaller, grey, sans-serif font.

FIVE ESTUARIES

OFFSHORE WIND FARM

FIVE ESTUARIES OFFSHORE WIND FARM

9.26: OUTLINE WORKFORCE TRAVEL PLAN (TRACKED)

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In preparation of this document Five Estuaries Wind Farm Ltd has made reasonable efforts to ensure that the content is accurate, up to date and complete for purpose.

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DEFINITION OF ACRONYMS

Acronym	Definition
DCO	Development Consent Order
EACN	East Anglia Connection Node
LGV	Light Goods Vehicle
NF OWF	North Falls Offshore Wind Farm
NH	National Highways
NG	National Grid Electricity Transmission
OWF	Offshore Wind Farm
PEIR	Preliminary Environmental Information Report
TPC	Travel Plan Coordinator
WTGs	Wind Turbine Generators
WTP	Workforce Travel Plan

GLOSSARY OF TERMS

Term	Definition
VE	Five Estuaries Offshore Wind Farm.
Development Consent Order	An order made under the Planning Act 2008 granting development consent for a Nationally Significant Infrastructure Project (NSIP) from the Secretary of State (SoS)
East Anglia Connection Node (EACN) Substation	The new NGET substation. This will be subject to a separate DCO application submitted by NGET as part of a wider NGET DCO project (Norwich to Tilbury HV network reinforcement).
EIA	Environmental Impact Assessment (the process of evaluating the likely environmental impacts of a proposed project or development)
ES	Environmental Statement (the documents that collate the processes and results of the EIA).
Export Cable Corridor (ECC)	The area(s) where the export cables will be located.

Term	Definition
Principal Contractor(s)	The appointed contractor responsible for the delivery of the VE

1 INTRODUCTION

1.1 BACKGROUND

- 1.1.1 Five Estuaries Offshore Wind Farm Limited (the Applicant) has submitted an application to the Planning Inspectorate on behalf of the Secretary of State, for a Development Consent Order for the Five Estuaries Offshore Wind Farm (herein referred to as VE) under section 37 of the Planning Act 2008.
- 1.1.2 VE is the proposed extension to the operational Galloper Offshore Wind Farm. The project includes provision for the construction, operation, maintenance and decommissioning of an offshore wind farm located approximately 37 kilometres off the coast of Suffolk at its closest point in the southern North Sea; including up to 79 wind turbine generators and associated infrastructure making landfall at Sandy Point between Frinton-on-Sea and Holland-on-Sea, the installation of underground cables, and the construction of an electrical substation and associated infrastructure near to the existing Lawford Substation to the west of Little Bromley in order to connect the development to National Grid's proposed East Anglia Connection Node substation, which would be located nearby. All onshore connection infrastructure would be located in the administrative area of Tendring District Council, within Essex County Council. VE will have an overall capacity of greater than 100 Megawatts (MW) and therefore constitutes a Nationally Significant Infrastructure Project (NSIP) under the Section 15 (3) of the Planning Act 2008.

1.2 PURPOSE OF THIS OUTLINE WORKFORCE TRAVEL PLAN

- 1.2.1 This Outline Workforce Travel Plan (WTP) has been produced to be submitted as part of the DCO application.
- 1.2.2 This is an outline document that, by reference to the assessments reported in the ES, sets out the key elements that will be included in the Final Workforce Travel Plan(s).
- 1.2.3 The Outline WTP provides a framework for promoting and encouraging a reduction in private car use during construction.
- 1.2.4 This Outline WTP relates to the movement of construction personnel to and from each Temporary Construction Compound (TCC) and how this can be achieved in the most sustainable manner. This Outline WTP should be read in conjunction with ~~Volume 9, Document 9~~-24: Outline Construction Traffic Management Plan (Outline CTMP) and the assessment of VE construction traffic, which is provided in Volume 6, Part 3, Chapter 8: Traffic and Transport.

1.3 SCOPE OF THIS OUTLINE WORKFORCE TRAVEL PLAN

- 1.3.1 For the avoidance of doubt, this Outline WTP relates to personnel traffic associated with the onshore elements of the Project comprising:
- > Export cable installation from the landfall location to the transition jointing bays (TJBs) including Horizontal Directional Drilling (HDD)/trenchless works;
 - > Temporary works associated with landfall HDD and TJB excavation;
 - > Cable installation along the onshore Export Cable Corridor (ECC) including jointing bays and potential HDD/trenchless crossings;
 - > Temporary works associated with the ECC and onshore substation (OnSS) including establishment of haul roads and Temporary Construction Compounds (TCCs);
 - > Proposed OnSS, and access, including widening works to Bentley Road;

- > Connection to existing National Grid infrastructure; and
 - > Reinstatement and mitigation works enacted during the construction phase
- 1.3.2 This document does not relate to construction traffic associated with offshore works seaward of Mean High Water Spring, that are principally marine activities.
- 1.3.3 Whilst this Outline WTP is for the construction of VE, given the potential for the overlap of construction periods of North Falls Offshore Wind Farm (NF OWF) and National Grid Electricity Transmission (NG) East Anglia Connection Node (EACN) Substation projects, reference is also made to these projects and the potential for coordinated travel plan measures, particularly in relation to the substation construction.
- 1.3.4 The WTP only applies to the main construction stage of the VE and does not apply to the pre-commencement, operation or decommissioning of VE.

1.4 ONSHORE SITE PREPARATION WORKS

- 1.4.1 As stated in 9.21: Code of Construction Practice (CoCP), the DCO allows the project to undertake site preparation works in advance of main construction, prior to approval of detailed requirements. Some of this work is necessary to inform the detailed design and therefore needs to be carried out ahead of the design being completed and approved. Other activities are not development but rather activities to prepare for development, which can be carried out in advance to prevent delay in commencing development or ensure that seasonally constrained actions are carried out in the correct season.
- 1.4.2 Site preparation works include:
- > surveying or investigatory works including archaeological investigations, environmental surveys, investigations for the purpose of assessing ground conditions;
 - > remediation of contamination;
 - > preparatory works to existing infrastructure and diversion and laying of utilities and services;
 - > creation of any temporary means of access;
 - > site clearance including vegetation clearance; and
 - > erection of screening and fencing, site security works, creation of temporary hard standing, or the temporary display of site notices or advertisements.
- 1.4.3 The WTP does not need to be in place for the onshore site preparation works; however, where the works involve more than 10 vehicles accessing at any location (20 two-way movements) on the same day, the workforce would be provided with a copy of the WTP and encouraged to car share.

2 TRAVEL PATTERNS AND SUSTAINABLE TRAVEL OPTIONS

- 2.1.1 It is expected that a high proportion of the construction workers employed will either live locally or stay within the local area throughout the working week and travel home at weekends (although working hours may include Saturday for some workers).
- 2.1.2 Construction workers will travel between their accommodation and the TCC locations at landfall, Onshore ECC and proposed OnSS. Depending on their location of residence, a range of modes of travel may be available to workers, as set out in Volume 6, Part 6, Annex 8.1: Transport Assessment.
- 2.1.3 Full details of the up-to-date sustainable access options for journeys to and from each TCC will be provided in the Final WTP(s) provided by the Principal Contractor(s).
- 2.1.4 The length of the construction period will ensure that efficient travel patterns can be established by workers between their place of residence and the relevant TCC.

3 WORKFORCE TRAVEL PLAN OBJECTIVE AND TARGET

3.1 OBJECTIVE

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

3.2 WORKFORCE VEHICLE NUMBERS

3.2.1 The principal target of the WTP will be to not exceed the worst-case daily and peak hour two-way¹ workforce vehicle (cars and Light Goods Vehicles (LGVs)) movements at each construction access for VE during the construction period, as set out in Table 3-1.

3.2.2 The maximum vehicle movements are based on a car occupancy of 1.5², which equates to a car driver mode split of 67%.

Table 3-1: Anticipated maximum VE maximum workforce vehicle movements

Access/ TCC	Highway link	Anticipated maximum daily workforce vehicle movements (2-way)	Anticipated maximum peak hour ³ workforce vehicle movements (2-way)
Beach access	B1032 Clacton Road	53	5
AC-1/ TCC 1	B1032 Clacton Road	145	15
AC-2/ TCC 2	B1032 Clacton Road		
AC-3a/ TCC 3 ⁴	B1033 Thorpe Road	132	19
AC-3b	B1033 Thorpe Road	55	11
AC-4/ TCC 4	B1035 Tendring Road	55	6
AC-5/ TCC 5	B1035 Thorpe Road	59	8
AC-6 or AC-7/ TCC 6	B1035 south of A120	84	8
AC-8a TCC 7	B1035 Clacton Road	42	4
AC-8b TCC 8	B1035 Clacton Road		
AC-9/AC-10/AC-11/ OnSS TCC	Bentley Road	389	39

¹ The total of vehicles arriving and departing

² Assuming no other modes of travel are used by the workforce

³ Any hour period between 07:00 and 09:00 or 16:15 and 18:15. Hourly workforce vehicle movements outside of these hours may be higher.

⁴ Includes vehicles accessing AC-3b

- 3.2.3 It may be that achieving greater than 1.5 car occupancy is realised for vehicle movements at some TCCs, whereas it might not be achieved at others; however, the target will be to not exceed the maximum workforce vehicle numbers across all construction accesses / TCCs.
- 3.2.4 The average car driver percentage for the areas of Tendring in which the project is located (using the QS701EW - Method of travel to work dataset from the Census⁵) is 71% and therefore the 67% mode share is already below this baseline (noting the data is from the 2011 Census as the 2021 data is skewed due to the Covid-19 Pandemic).
- 3.2.5 Notwithstanding the above, the Principal Contractor will make best endeavours to reduce the number of peak hour and daily workforce vehicle movements from those identified in Table 3-1 to a target car driver mode share of 61%, which would be 10 percentage points lower than the average for the areas of Tendring in which the project is located)) through the implementation of the measures set out in Section 4 and a regular review of the measures and potential additional measures to be implemented.
- 3.2.6 It should be noted that whilst car sharing is likely to be the main method of sustainable travel for the workforce, a reduction in the car driver mode share will equate to a varying reduction in vehicle occupancy, depending on the relevant shift in mode i.e. two people deciding to share together or sharing with those already sharing, or shifting to another sustainable mode, and therefore whilst the car occupancy will be monitored, no target for it has been set.
- 3.2.7 Should VE and NF OWF construction programmes overlap, the TPC will liaise with NF OWF to discuss coordination and the Final WTP(s) will set out if any additional measures are required to minimise the potential impacts of workforce vehicle movements associated with both projects.

3.3 VEHICLE MOVEMENT TIMINGS

- 3.3.1 Staff would be required to arrive at the relevant TCC before 07:00 and depending on shift times, depart before 16:15 or after 18:15, where possible. The most likely period for evening peak hour workforce vehicle movements would be in the winter months due to the availability of daylight hours.
- 3.3.2 Alternatively, it could be possible that once appointed, the Principal Contractor would request that more workforce vehicles than those set out in Table 3-1 to be permitted on the highway network in the peak periods. In this case the relevant highway authority would be consulted and the scope of any capacity assessments would be agreed. Should the assessment identify potentially significant effects, mitigation measures would be agreed with the relevant highway authority to manage effects to reduce the significance to a level that is not significant.
- 3.3.3 It is proposed that any mitigation measures would focus upon 'traffic management' measures to reduce peak traffic movements, such as, a higher car sharing ratio, reprofiling deliveries, etc. The final form of mitigation would be discussed and agreed with the relevant highway authorities prior to the commencement of the relevant phase of construction.

⁵ <https://www.nomisweb.co.uk/>

4 PACKAGE OF MEASURES

4.1.1 The package of measures set out below will be developed and implemented by the Principal Contractor(s) as part of Final WTP(s). The measures are not exhaustive and the feasibility of implementing others may be explored identified by the Principal Contractor(s) based on best practice or known initiatives at the time of construction. This could include measures such as a guaranteed lift home scheme or preferential parking for car sharers. Shuttle buses or similar arrangements to transport larger numbers of workers compared to car sharing could be something to be considered by the Principal Contractor(s) at the OnSS construction site. This is due to some workers being at one location for longer periods compared to workers for the Onshore ECC, where such a measure is not likely to be feasible.

4.1.2 Also, as an overarching objective, the Principal Contractor(s) will seek to encourage the workforce to travel sustainably and outside of the highway network peak hours where practical.

4.2 TRAVEL AWARENESS

4.2.1 Good accurate information on the range of services and travel initiatives available at the site will be a critical element of a successful WTP.

4.2.2 A Travel Plan Coordinator (TPC) will make new employees and subcontractors aware of the existence of the WTP by providing them with a travel information pack as part of their appointment. The information pack could include, for example, the following:

- > A map showing the location of the landfall, onshore ECC and proposed OnSS working sites in relation to the local areas in which those employees and likely to reside whilst working on the construction of VE, highlighting the location of walking, cycling and bus routes;
- > Information relating to traffic-related environmental concerns, congestion problems and car sharing to raise awareness;
- > Car-sharing options including details of parking requirements. The notice boards will also include details of local cycling routes; and
- > The routes to and from the construction access points/ TCCs.

4.2.3 The information pack will also make it clear that travel to and from construction sites will not be permitted using E-Scooters, as these are illegal for use on the public highway unless part of a recognised scheme.

4.2.4 Employee notice board(s) will also be provided, within communal areas, which will include the above details.

4.3 PUBLIC TRANSPORT INFORMATION

4.3.1 The TPC will encourage use of public transport as a mode of travel to work by implementing the following initiatives:

- > Provide up-to-date public transport information, including route maps and timetables, with welcome packs and on employee notice-boards;
- > Provide details of local taxi companies;
- > Liaise regularly with local public transport operators to ensure that information remains valid; and
- > Provide details of the websites and telephone advice services to enable employee to obtain details on their individual journey requirements, including the Transport Direct journey planner and Traveline (Tel 0871 200 2233), or similar.

4.4 CYCLING FACILITIES

4.4.1 The transient nature of the construction workforce for a linear project is likely to reduce the potential opportunities for cycling. However, cycle parking, changing facilities, and lockers would be provided at TCCs. The level of cycle parking requirements will be established by the TPC based upon employee origins and demand and will be reviewed throughout the construction period.

4.5 ACCOMMODATION REGISTER AND CAR SHARING SCHEME

4.5.1 The TPC will set up a workforce accommodation register and identify where employees that are working at the same work location are residing in the same or nearby accommodation. This would feed into the car sharing scheme/ register that will be set up by the TPC. Employees will be consulted by the TPC to allow potential car sharers to register an interest and provide details of their journey to and from work. The TPC will then identify suitable matches for employees that may be able to share their journeys to and from work.

4.5.2 The TPC will also promote the benefits of car sharing and provide a link to the Liftshare cost saving calculator.

<https://liftshare.com/uk/savings-calculator>

4.6 CAR PARKING MANAGEMENT

4.6.1 Parking for employees and visitors will all be contained within the TCCs. The management of car parking associated with the development will be considered alongside other initiatives to make efficient use of the TCCs. This will ensure sufficient space is available for visitors and deliveries.

~~4.6.2 The demand and supply of the car parking area will also be monitored to identify any overspill of car parking throughout the day.~~

~~4.6.3~~ 4.6.2 To support the WTP, the following measure will be implemented in order to minimise travel by car:

- > Effective reduction in number of spaces compared to number of employees combined with a pro-rata reduction in parking towards the end stages of the build.

4.7 PROJECT COORDINATION

4.7.1 Should the construction periods of other nearby projects overlap with the construction period of VE, discussions between the respective TPCs would be undertaken to identify opportunities to minimise the impact of the construction workforce vehicle movements on the highway network, which could comprise coordinated measures such as a minibus or shuttle service from local public transport hubs or parking areas at TCCs where the highway network is less sensitive to increases in vehicle movements.

5 MANAGEMENT AND MONITORING

5.1 INTRODUCTION

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

TRAVEL PLAN COORDINATOR

5.1.2 The TPC will be responsible for setting up and launching the WTP.

5.1.3 Management of the WTP will be achieved through the identification of a suitable person or organisation as the TPC. The TPC will provide a key role in delivering a successful WTP. The TPC role may fall under the responsibility of the Principal Contractor.

5.1.4 The TPC role will be established prior to the use of the TCCs. Once appointed, the TPC will act as the party responsible for the WTP and will be responsible for implementing measures and monitoring the effects of implementation.

5.1.5 The details of the TPC will be provided to Essex County Council.

5.2 MONITORING

WORKFORCE MODE SHARE / VEHICLE OCCUPANCY

5.2.1 To ensure compliance with the workforce vehicle movements assessed in Volume 6, Part 3, Chapter 8: Traffic and Transport, the TPC will require all employees and visitors to sign in and out at TCCs and construction access points. This process will capture details of the total numbers of employees and the employees' method of travel.

5.2.2 The TPC will then be able to identify the total number of vehicles across the day and during the peak hours, calculate the number of workforce car driver percentage and vehicle occupancy, at each TCC and across all TCCs in use at that time, to inform the Monitoring Report (see Paragraphs [5.2.55-2.55-2.4](#) to [5.2.75-2.75-2.6](#)).

SHIFT TIMES / WORKFORCE ARRIVAL AND DEPARTURE TIMES

5.2.3 The TPC will collect data from the workforce regarding actual shift start and finish times periodically during the construction programme at TCCs and will collate, review and summarise the data in order to inform the quarterly monitoring reports to Essex County Council (see Section [5.2.55-2.55-2.4](#) below).

CAR PARK OVERSPILL

5.2.4 The WTP(s) will set out how demand and supply of the car parking area will be monitored to identify any overspill of car parking on to the immediately surrounding local roads throughout the day. This could be undertaken through weekly spot checks against a list of workforce vehicle registration plates.

MONITORING REPORTS

5.2.35.2.5 Data recorded from the monitoring processes outlined above, would be collated, reviewed and summarised to produce a quarterly monitoring report to issue to Essex County Council.

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

5.2.55.2.7 The monitoring report will include:

- > Results of Surveys and Monitoring – the TPC will collate the results of surveys and monitoring that have been undertaken. The results of the surveys undertaken will be compared to the defined targets;
- > Achievements – this will include the work undertaken over the previous period with evidence and examples;
- > Specific Measures – this will detail how all measures from the WTP have been implemented;
- > Summary – detailing whether the WTP is on track to meet its target and if not, why not; and
- > Future Plan – this will detail the WTP for the next period to include any specific outcomes or desired results with any additional measures that are to be included to remediate action.

ENFORCEMENT

5.2.65.2.8 To ensure that the Final WTP(s) can be effectively enforced, it is important to define within it what will constitute a breach. The following actions are considered to constitute a breach of the WTP, whereby corrective measures would be required at the worksite:

- > Construction workers overspill parking on a public highway;
- > Regular exceedance of the assessed peak hour or daily workforce vehicle arrival numbers at any of the construction access or TCCs. Exceedance which could indicate a pattern requiring further investigation is defined as:
 - > two or more occurrences of less than 10% more than the limit (e.g. If the limit is 300 workforce movements per day/during a peak hour and the recorded movements were 330 or below) within one working week; or
 - > five or more occurrences of less than 10% more than the limit within one month, or
 - > any exceedance greater than 10% of the limit (i.e. if the limit is 300, then 331 or more). For peak hour workforce movements, there maybe extenuating circumstances outside of the Project's control which would not be defined as an exceedance (e.g. an accident creating additional delay / affecting journey times); and
- > Construction workforce vehicles being driven inappropriately, such as excessive speed.

6 ACTION PLAN

6.1.1 An indicative action plan for the delivery of the Final WTP(s) is set out in Table 6-1. A more detailed action plan will be set out in the Final WTP(s).

Table 6-1: Action Plan

Action	Timescale	Responsibility
Appoint a TPC	3 months prior to commencement of construction	Principal Contractor
Finalise WTP and submit for approval <u>to the discharging authority of relevant Local Planning Authority</u>	Prior to commencement of construction	Principal Contractor
Prepare and distribute travel information packs	Prior to commencement of construction	TPC
Provide employee notice boards		
Provide cycle parking		
Implementation of WTP measures	Throughout construction period	TPC
Monitoring of WTP measures	Throughout construction period	TPC



F I V E 
ESTUARIES
OFFSHORE WIND FARM

PHONE
EMAIL
WEBSITE
ADDRESS

0333 880 5306
fiveestuaries@rwe.com
www.fiveestuaries.co.uk

COMPANY NO

Five Estuaries Offshore Wind Farm Ltd
Windmill Hill Business Park
Whitehill Way, Swindon, SN5 6PB
Registered in England and Wales
company number 12292474

