



# Mallard Pass

Solar Farm

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### **outline Travel Plan (oTP) [Clean]**

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# MALLARD PASS SOLAR FARM

## OUTLINE TRAVEL PLAN

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CLIENT: MALLARD PASS SOLAR FARM LTD

Velocity Transport Planning Ltd



**VELOCITY**  
Transport Planning

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# 1 INTRODUCTION

## 1.1 OVERVIEW

- 1.1.1 This document has been prepared in support of the **outline Construction Traffic Management Plan (oCTMP) [EN010127/APP/7.11]**.
- 1.1.2 A TP will be produced for each phase (or more than one phase) of the Proposed Development, as part of the production of the CTMP for each phase (or more than one phase) prior to commencing construction, which will be required to be in accordance with this oTP submitted as part of the DCO Application.
- 1.1.3 The Order limits are shown at **APPENDIX A** of the **oCTMP** and described in **Chapter 3: Description of Order limits** of the Environmental Statement (ES) **[EN010127/APP/6.1]**. They comprise the Solar Farm Site, the Grid Connection Route, the Substation Site, and some areas for highways works or access referred to as the Site Access Works.
- 1.1.4 The Proposed Development is described in **Chapter 5: Project Description** of the ES **[EN010127/APP/6.1]**.
- 1.1.5 The Order limits falls within the administrative boundaries of South Kesteven District Council (SKDC), with Lincolnshire County Council (LCC) as highway authority for the western extent of the Order limits, and Rutland County Council (RCC), who form the highway authority for the eastern extent of the Order limits. National Highways form the highway authority for the Strategic Road Network (SRN) in close proximity to the Order limits.
- 1.1.1 This oTP relates only to the construction phase of the Proposed Development, as operational effects have been scoped out of the assessments for the Proposed Development. A Decommissioning Traffic Management Plan (DTMP) will be produced as a subsidiary document to the Decommissioning Environmental Management Plan, and agreed with the planning authorities, and in consultation with the relevant highway authorities, prior to the commencement of the works to this phase, as secured by the DCO.
- 1.1.2 The purpose of the oTP is to provide a framework for the measures that are to be implemented under the final TP, which will provide mitigation for the travel of construction staff to the Proposed Development and promote the use of sustainable transport - encouraging staff and any visitors to utilise the most sustainable form of transport for their journey, as is practicably possible.
- 1.1.3 As this oTP relates to construction only and there are uncertainties on where staff will be situated in relation to the Order Limits, the primary aim will be on reducing single occupancy car trips to the Order limits.
- 1.1.4 A TP should establish a structured strategy with clear objectives and targets, supported by suitable policies and quality measures for implementation. Whilst the location of a development, its physical design, and proximity to facilities create the conditions to make sustainable travel a preferred choice, communicating these opportunities to staff is critical to the success of the TP.
- 1.1.5 This oTP sets out a series of objectives, targets and measures, and is intended to establish the overarching mechanisms to manage the TP and monitor its effectiveness for influencing travel choices in accordance with the agreed targets.



## 1.2 POLICY CONTEXT

1.2.1 This oTP has been prepared within reference to the following policy and guidance material:

- National Policy Statement for Renewable Energy Infrastructure ('NPS EN-3', 2011), as well as the emerging draft NPS EN-3 (2022);
- National Planning Policy Framework ('NPPF', 2021);
- RCC Core Development Plan (2011);
- LCC Local Transport Plan (2013);
- SKDC Local Plan (2020); and
- Department for Transport Good Practice Guidelines: Delivering Travel Plans Through the Planning Process (2009).

## 1.3 DOCUMENT STRUCTURE

1.3.1 Following this Introduction, the remainder of the oTP is structured as follows:

- Section 2 - Travel Plan Management;
- Section 3 - Aims, Objectives and Targets;
- Section 4 - Sustainable Travel Measures;
- Section 5 - Monitoring; and
- Section 6 - Action Plan.



## 2 TRAVEL PLAN MANAGEMENT

### 2.1 TRAVEL PLAN CO-ORDINATOR

2.1.1 A Travel Plan Coordinator (TPC) will be appointed to take responsibility for the management of the TP by the principal contractor prior to construction. They will act as the principal point of contact and will coordinate the implementation of the TP measures. The role involves:

- Ensuring the structure of the ongoing management of the TP is set up and running effectively;
- Working with staff to develop any staff-specific TP measures;
- Administration of the TP, which involves the maintenance of necessary systems, data and paperwork, consultation and promotion; and
- Monitoring the TP targets and liaising with the Local Authorities, where appropriate.

2.1.2 The TPC will be responsible for all staff and will be responsible for regularly liaising with the RCC, LCC and staff onsite should there be any issues.

### 2.2 MARKETING

2.2.1 A marketing and communication strategy is key to the success of the TP. It will raise awareness of the key services and facilities and disseminate travel information.

2.2.2 The communications activities to be undertaken include the provision of links to relevant journey planning information and detailing the nearby active travel, parking and shuttle bus facilities. This will be included within a Travel Leaflet distributed to staff prior to construction by the TPC.

2.2.3 To ensure that the TP is monitored and that effective communications are maintained with staff, the Applicant will:

- Appoint the TPC to be responsible for coordinating and progressing the individual elements of the TP and to liaise with the staff; and
- Ensure the TPC determines and maintains such records as are necessary to monitor the TP and make adjustments as necessary to achieve the objectives.



## 3 AIMS, OBJECTIVES AND TARGETS

### 3.1 AIM

3.1.1 The principal aim of the oTP is to reduce the impact of staff travel to the Order Limits during the construction phase of the Proposed Development, minimising single occupancy car trips and encouraging staff to utilise the most sustainable mode of transport available.

### 3.2 OBJECTIVES

3.2.1 The primary objectives of the oTP are therefore as follows:

- Reduce the number of singular occupancy car trips made to and from the extent of the Order Limits;
- Increase awareness about the health, environmental and safety benefits of active forms of travel such as walking and cycling;
- Encourage car sharing and use of the shuttle bus service to and from the Order Limits; and
- Reduce traffic congestion in the vicinity of the Order Limits and Local Road Network.

3.2.2 Due to the location of the Order Limits and intended working patterns of staff, it is unlikely that the local public transport services will be suitable and be able to be used given their low frequency and the lack of services operating in the early morning (pre 07:00) and evening (post 19:00). This oTP will therefore not seek to rely on public transport use, given it only relates temporarily to construction.

### 3.3 TARGETS

3.3.1 The achievement of the oTP objectives should be measurable using targets. All targets are to be SMART (Specific; Measurable; Achievable; Realistic and Time-Bound). The following types of targets are proposed:

- 'Aim' type targets are those which relate to outcomes achieved through the implementation of measures; and
- 'Action' type targets are physical actions that can be achieved by a set date (e.g. appointing the TPC).

#### AIM TYPE TARGETS

3.3.2 The aim will be to reduce the number of construction staff who travel to the Order Limits individually by car, by as much as is practicably possible.

3.3.3 At present, details on the location of where staff will be situated in relation to the Order Limits is not yet confirmed, meaning it is difficult to set specific targets. Nonetheless, the key focus points of the oTP and eventual Travel Plan will be on encouraging car sharing and use of the shuttle bus, where appropriate.

3.3.4 This will be reviewed within the TP once details on staff travel patterns and the accommodation strategy is confirmed, through an initial staff travel survey. From this survey data, initial targets will be set to seek reductions in car journeys which will be reviewed regularly by the TPC.



### ACTION TYPE TARGETS

3.3.5 The following action-type targets are set:

- The individual designated as the TPC will be confirmed following appointment of the principal contractor, prior to construction;
- The TPC will prepare a Travel Leaflet promoting alternative modes of transport to be distributed electronically to all staff;
- Provide suitable cycle parking spaces and facilities;
- Provide a shuttle bus service from the main compound to the area of the Order limits under construction;
- Investigate the feasibility of a shuttle service from areas where it is identified that staff live or reside (subject to employment strategy), the position on which will be set out in the Travel Plan;
- Investigate feasibility for a shuttle service from a key public transport connection, such as directly from Stamford or Peterborough station (to be confirmed within the Travel Plan); and
- Undertake a travel survey of all staff at regular intervals throughout the construction programme, with an initial travel survey at the start to identify current travel patterns.

## 3.4 SECURING THE TRAVEL PLAN AND FUNDING

3.4.1 The implementation of the TP is secured through the oCTMP and the DCO, and thus must be funded by the Applicant. The costs will relate to the implementation of measures and monitoring and the employment of the TPC.





## 4 SUSTAINABLE TRAVEL MEASURES

### 4.1 INTRODUCTION

4.1.1 This section outlines the measures which will be implemented in order to achieve the objectives. These measures form the core of the oTP.

4.1.2 The measures have been grouped into two types as follows and considers in turn in the following sections.

- ‘Hard’ engineering measures incorporated into the design; and
- ‘Soft’ marketing and management measures which ensure that sustainable travel behaviour is maximised.

### 4.2 HARD MEASURES

#### SHUTTLE BUS SERVICE

4.2.1 The Applicant will provide a shuttle bus service from the primary compound for staff, which will transport them from the primary compound to the relevant area of works within the Order Limits. The exact details of the shuttle service will be confirmed once the construction requirements are confirmed by the principal contractor within the TP.

4.2.2 The shuttle service(s) will be flexible and will run in accordance with the required working patterns, shifts of staff and requirements of each phase of construction.

4.2.3 In addition to the service from the primary compound and subject to areas where it is identified that staff live or reside , the Applicant will commit to investigating the feasibility of providing a direct shuttle bus service from these areas to the Order Limits, consolidating a number of staff trips to/from the Order Limits throughout construction, with the position on this to be set out in the Travel Plan submitted for approval.

4.2.4 The feasibility of a shuttle service from the nearest train station, namely Stamford Station or Peterborough Station, will also be investigated as part of the TP.

4.2.5 Staff will be encouraged to utilise the shuttle service by the TPC through measures such as free/discounted use of the shuttle bus and limited car parking facilities, to encourage car sharing. Further details will be provided within the TP.

#### CYCLE PARKING FACILITIES

4.2.6 Cycle parking will be provided within the Order Limits within both the primary construction compound and the secondary compounds, where practical. Due to the bespoke nature of the Proposed Development, there are no set cycle parking standards within the local policy documents.

4.2.7 It is proposed to provide cycle parking on a demand led basis, which will be later informed by the travel surveys undertaken by the TPC.

4.2.8 At present, it is assumed that the construction of the Proposed Development will require an average of 100 to 150 staff to be across the Order limits at one time, with the potential for up to 400 staff.



4.2.9 On that basis, it is initially proposed to provide a total of 15 cycle parking spaces (equivalent to 1 per 10 staff typically at one time) from the outset across the compounds which will be reviewed by the TPC throughout construction and confirmed as part of the TP.

#### **CAR PARKING**

4.2.10 Car parking will be provided within the Order limits; however, the total quantum will be limited to reduce the number of staff trips to the extent of the Order limits.

4.2.11 Based on the anticipated numbers of staff throughout the construction programme, it is proposed to provide up to 150 car parking spaces when the greatest number of staff are present.

4.2.12 Subject to the details of the shuttle bus service, the Applicant will also investigate the feasibility of providing a car sharing scheme for staff, which will be provided on the local intranet or equivalent. This will be reported on in the TP, and inform the Aim style objectives to be set discussed above.

#### **ROUTING**

4.2.13 In the event that there are any staff who live within Holywell Village or who would route along Holywell Road to travel to the Order limits, these staff will be informed to avoid using Holywell Road, as there is not sufficient width for two cars or LGVs to pass along the full length of the carriageway without impacting the Ryhall Pasture and Little Warren Verges Site of Special Scientific Interest. This will be secured by way of Requirement on the DCO through the CTMP and TP, with the principal contractor advised on this matter prior to commencement.

### **4.3 SOFT MEASURES**

4.3.1 The location of the Order limits, its design and proximity to public transport services within the surrounding area, should create the conditions to make sustainable travel choices a viable option. However, it is also recognised that a communication strategy is key to the success of the TP. Details of elements of the communication strategy are set out below.

#### **TRAVEL LEAFLET**

4.3.2 Travel Leaflets would be made available electronically to the TPC to distribute to staff.

4.3.3 A key role of the Travel Leaflet would also be to raise awareness of the sustainable travel initiatives being implemented through the TP, including:

- Promotion of the shuttle bus service;
- Promotion of car sharing scheme; and
- Promotion of other employee initiatives such as Cycle to Work scheme.

#### **NOTICE BOARDS**

4.3.4 Notice boards providing travel information to staff would be placed in prominent entrance locations.

4.3.5 The notice boards will include information such as locations of cycle parking, shuttle bus, car sharing and upcoming travel initiatives or events organised by the TPC.



# 5 MONITORING

## 5.1 OVERVIEW

5.1.1 A programme of monitoring and review will be implemented to evaluate the success of the TP. This will establish whether the agreed targets are being met. Monitoring and review will be the responsibility of the TPC.

## 5.2 MONITORING

5.2.1 Monitoring the TP will be undertaken through travel surveys to understand the changing nature of travel habits and the effectiveness of measures in working towards meeting the TP objectives.

5.2.2 At present, it is anticipated that the construction programme will run over a 24 month period.

5.2.3 On that basis, it is initially proposed to undertake travel surveys every three months throughout the programme.

5.2.4 The surveys will comprise the following components:

- Questionnaire surveys of employees to establish mode share and where staff travel from;
- Use of the cycle parking and car parking facilities; and
- Any suggestions or specific staff travel requirements.

5.2.5 The TPC will compile a monitoring report outlining the results of the monitoring process. The report will include the following information:

- A summary of the objectives and targets;
- How and when information has been gathered;
- Modal split gathered on the travel survey;
- Progress towards meeting targets; and
- Future proposals for further refinement of the aims and objectives if required.

5.2.6 The monitoring report will be submitted to the relevant Local Authority officers. The TPC will be responsible for coordinating the timing of the travel survey questionnaires, collating the results and submitting the monitoring report.



## 6 ACTION PLAN

### 6.1 OVERVIEW

6.1.1 The programme for the implementation of the oTP measures is set out in **Table 6-1** and sets out tasks, intended implementation dates and responsibilities.

**Table 6-1: Action Plan**

ACTION	TARGET (VALUES)	FUNDING	INDICATOR	RESPONSIBILITY
<b>PRIOR TO COMMENCEMENT</b>				
Appointment of TPC	N/A	Applicant	Appointment of TPC	Applicant
Agree TP Objectives and Targets	N/A	Applicant	Agreement being reached with Local Authorities	TPC
Agree on TP Measures and Travel Leaflet	N/A	Applicant	Agreement being reached with Local Authorities	TPC
<b>UPON COMMENCEMENT AND THROUGHOUT THE DURATION OF TRAVEL PLAN</b>				
Dissemination of the Travel Leaflet to staff	N/A	Applicant	Travel Leaflet issued by TPC	TPC
Install travel information board	N/A	Applicant	Notice boards installed	Applicant
Implement shuttle service from primary compound	N/A	Applicant	Shuttle service operating	Applicant
Investigate feasibility for direct shuttle service from accommodation	N/A	Applicant	Accommodation shuttle service operating	Applicant
Investigate feasibility for direct shuttle service from public transport node	N/A	Applicant	Train station shuttle service operating	Applicant
Promote of schemes such as Car Sharing or Cycle to Work scheme	N/A	Applicant	Evidence of promotion activity/ uptake	TPC



