

# MONA OFFSHORE WIND PROJECT

## Outline Communications Plan

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#### F01\_F02

Image of an offshore wind farm

**MONA OFFSHORE WIND PROJECT**

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**Prepared for:**

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## Acronyms

Acronym	Description
CLO	Communications Liaison Officer
CoCP	Code of Construction Practice
DCO	Development Consent Order
MHWS	Mean High Water Springs
MLWS	Mean Low Water Springs
NRW	Natural Resources Wales
PRoW	Public Rights of Way
TCC	Temporary Construction Compound

# 1 Outline Communications Plan

## 1.1 Overview

1.1.1.1 This Outline Communications Plan is provided as an appendix to the Outline Code of Construction Practice (CoCP) (Document Reference J26), which is a requirement of the draft Development Consent Order (DCO) (Document Reference C1). It sets out the key management measures that will be implemented during the construction of the onshore and intertidal elements of the Mona Offshore Wind Project. These elements occur landward of Mean Low Water Springs (MLWS) and comprise:

- Mona Landfall
- Onshore Cable Corridor
- Onshore Substation
- 400kV Grid Connection Cable Corridor.

1.1.1.2 In addition to these elements, the Outline Communications Plan also considers the temporary construction compounds, storage areas, mitigation areas and accesses required to support the construction of the Mona Offshore Wind Project.

1.1.1.3 The relevant planning authority for the landfall and the western section of the Onshore Cable Corridor (i.e. west of Bodelwyddan) is Conwy County Borough Council; the relevant planning authority for the eastern section of the Onshore Cable Corridor, the Onshore Substation and the 400kV Grid Connection Cable Corridor is Denbighshire County Council.

## 1.2 Purpose of the Outline Communications Plan

1.2.1.1 The draft Development Consent Order (DCO) (Document Reference C1) includes a requirement for the preparation of a final CoCP. The final CoCP will be supported by a series of management plans including a Communications Plan (as part of the final CoCP), which must be submitted to and approved by the relevant planning authority prior to the commencement of onshore works.

1.2.1.2 The purpose of this Outline Communications Plan is to describe the framework for delivering communications during the construction process.

1.2.1.3 This is an outline document based on the design set out in Volume 1, Chapter 3: Project Description of the Environmental Statement and includes measures that have been identified as part of the EIA process.

1.2.1.4 This Outline Communications Plan summarises the framework that will be enacted by the Applicant and its contractors during the construction phase of the onshore and intertidal elements of the Mona Offshore Wind Project. The Communications Plan will ensure proactive communication with all relevant stakeholders (e.g. Natural Resources Wales (NRW)) and relevant parties (e.g. local residents and occupiers of nearby businesses) and will seek to respect the Welsh language and culture.

1.2.1.5 The Outline Communications Plan should be read in conjunction with the Outline CoCP (Document Reference J26) and its supporting appendices and the Community and Linguistic Impact Assessment (Document Reference E5).

## 1.3 Scope of the Outline Communications Plan

1.3.1.1 The scope of this Outline Communications Plan applies onshore site preparation works and construction activities of the Mona Offshore Wind Project located landward of MLWS. The Outline Communications Plan does not consider construction impacts seaward of MLWS.

~~1.3.1.2 Onshore site preparation works comprise will be undertaken prior to the following activities (as set out in the draft DCO (Document Reference C1):~~

- ~~• Site clearance~~
- ~~• Demolition~~
- ~~• Early planting commencement of landscaping construction. These works~~
- ~~• Archaeological investigations~~
- ~~• Environmental surveys~~
- ~~• Ecological mitigation~~
- ~~• Investigations for the purpose of assessing ground conditions~~
- ~~• Remedial work in respect of any contamination or other adverse ground conditions~~
- ~~• The diversion and laying of utilities and services~~
- ~~• Site security works~~
- ~~• The erection of any temporary means of enclosure~~
- ~~• The erection of temporary hard standing~~
- ~~• The erection of welfare facilities~~
- ~~• Creation of site accesses~~
- ~~• The temporary display of site notices or advertisements.~~

~~1.3.1.3 The onshore site preparation works listed in 1.3.1.2 will be carried in accordance will be undertaken in line with the measures set out in this Outline Communications Plan as part of the CoCP (Document Reference J26), which is secured as a requirement of the DCO (Document Reference C1).~~

~~1.3.1.4~~ 1.3.1.2 certified through the DCO. The final Communications Plan will be in general accordance with the principles established in the Outline Communications Plan and will be agreed with the relevant authority prior to commencing construction of the relevant stage of the onshore works (above MLWS). For this Outline Communications Plan, the term 'construction' includes all related engineering, construction and restoration activities as authorised by the DCO within the Order Limits.

## 1.4 Roles and Responsibilities

### 1.4.1 Overview

1.4.1.1 Although the construction team has not been appointed at the time of writing this plan, the key roles and associated responsibilities with regard to this Outline Communication Plan are set out below. The Construction (Design and Management) Regulations 2015

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also identify the legal duties, responsibilities and obligations of all the major roles within the construction team.

1.4.1.2 The responsibilities of each role will be refined in the final Communications Plan.

### 1.4.2 Applicant

1.4.2.1 The Applicant will be responsible for the following:

- Ensuring that the Communication Plan is implemented effectively, with a focus on providing communications in the Welsh language where possible
- Giving necessary direction to contractors (for example, setting contractual obligations)
- Reviewing, revising and refining the Communications Plan (where necessary) in conjunction with the Communication Liaison Officer .

### 1.4.3 Communication Liaison Officer

1.4.3.1 The Communication Liaison Officer (CLO) will be a Welsh speaker and will have responsibility for be responsible for:

- Implementing the Communications Plan
- Liaising with relevant stakeholders and relevant parties
- Responding to enquiries from relevant stakeholders and parties
- Organising and leading meetings with other construction projects in the vicinity of the Mona Offshore Wind Project
- Maintaining records relevant to the Communications Plan
- Working with the Principal Contractors to ensure the construction team is aware of the Communications Plan and the complaints procedure.

### 1.4.4 Contractors/Sub contractors

1.4.4.1 Contractors and sub-contractors will be required to understand their responsibilities and implement the measures within the Communications Plan.

## 1.5 Communications Plan Framework

1.5.1.1 The Communications Plan Framework will be based on the following principles:

- The Applicant will implement a pro-active approach to communication with relevant stakeholders and relevant parties
- Occupiers of nearby properties will be informed in advance of works taking place, in particular those affecting Public Rights of Way (PRoW) and local roads. A Public Rights of Way Management Strategy forms part of the CoCP, which is secured as a requirement of the draft DCO (Document Reference C1). An Outline Public Rights of Way Management Strategy is included in the DCO application (Document Reference J26.17).
- All necessary parties (including local residents and businesses) will be informed when construction works will take place, where they will take place and the duration of the works



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- The Applicant will co-operate with other construction projects in the local area to co-ordinate works and construction times in a way that will be effective in minimising traffic congestion and to help alleviate parking availability issues which may arise. These measures will then be communicated clearly to relevant stakeholders and relevant parties
- Provide communications in a clear and understandable way in which people can enquire about the construction of the Mona Offshore Wind Project
- Provide regular updates on construction activities via newsletters, media coverage, websites, drop in sessions and other local channels.

1.5.1.2 The Applicant will ensure that communications are provided in both Welsh and English, where possible. Such communications will include:

- Websites and digital services
- Temporary and permanent signs and business cards
- Advertising and marketing e.g. broadcasting, print based advertising, marketing materials, billboard and vehicles.

## 1.6 Management Measures

### 1.6.1 Key Measures

1.6.1.1 The measures outlined below will ensure that there is consistent and effective collaboration with relevant stakeholders and relevant parties. Therefore, all parties have an opportunity to voice their opinions.

- Regular meetings will be organised with a local liaison committee, comprising relevant local representatives, to effectively communicate upcoming activities and to establish the most appropriate timescale and the best way to disseminate this information to the community
- Drop-in sessions will be arranged to allow local businesses and communities to stay informed on the construction activities
- An Agricultural Liaison Officer will be appointed and will be the point of contact for landowners. The role is defined in the Outline CoCP (Document Reference J26)
- There will be a phone line available for members of the public to voice their queries. There will be an opportunity to select whether Welsh or English is the chosen language. This phone number will be circulated using relevant channels in the area
- Underpinning the above, a complaints procedure will be implemented during the construction process. All complaints and responses will be logged and recorded. Complaints will be investigated and, where required, measures to address the complaints will be implemented
- When the Applicant requires changes to be made to working hours, at least 48 hours' notice will be given. This information will also contain the nature of the works, the duration and how negative impacts will be mitigated where possible.



## 1.6.2 Local Diversions

- 1.6.2.1 Where temporary diversions to any PRoW are required, the relevant local authority will be informed of the duration and the diversions proposed. A Public Rights of Way Management Strategy forms part of the CoCP, which is secured as a requirement of the draft DCO (Document Reference C1). An Outline Public Rights of Way Management Strategy is included in the DCO application (Document Reference J26.17).
- 1.6.2.2 Local businesses will be informed of activities that will affect, their access requirements, or their usual operations. When construction work is taking place near local businesses, signage will be erected to state that businesses remain open.