



Immingham Green Energy Terminal

TR030008

Volume 9

9.33 Outline Operational Travel Plan (Clean)

Planning Act 2008

Infrastructure Planning (Applications: Prescribed
Forms and Procedure) Regulations 2009 (as
amended)

June 2024

Infrastructure Planning

Planning Act 2008

The Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009 (as amended)

Immingham Green Energy Terminal Development Consent Order 2023

9.33 Outline Operational Travel Plan

Planning Inspectorate Case Reference	TR030008
Application Document Reference	TR030008/EXAM/9.33
Author	Associated British Ports Air Products BR

Version	Date	Status of Version
Version 1	13 March 2024	Deadline 1
Version 2	4 June 2024	Deadline 4

Table of contents

Chapter	Pages
1 Introduction	1
Background.....	1
Aims and Objectives	1
Structure of the Outline Operational Travel Plan	1
2 Policy and Guidance	2
Overview	2
National Policy Guidance.....	2
Local Policy Guidance	3
3 The Project.....	4
Overview.....	4
Transport	4
4 Sustainable Access to Site/Existing Conditions	7
Sustainable Access	7
Existing Transport Conditions.....	8
5 Travel Plan Targets and Measures	10
Overview.....	10
Trip Generation.....	10
Base Modal Split.....	12
Targets.....	13
Indicators	14
Marketing and Promotion of the Plan.....	14
Management of the Plan.....	15
Walking and Cycling	15
Promotion of Public Transport	17
Reduce Car Journeys	17
6 Operational Travel Plan Monitoring.....	19
Target Monitoring.....	19
7 Remedial Measures.....	20
8 Conclusion.....	21
Overview	21
9 References.....	22

Tables

Plate 1: Cycle Superhighway Network	5
Plate 2: Public Rights of Way in the vicinity of the IGET Project	6
Plate 3: Cycling Isochrone	8
Plate 4: Walking Isochrone	7
Table 1: Total Daily Operational Traffic	10
Table 2: Total Daily Operational Staff Numbers	11
Table 3: Base Modal Split	12
Table 4: Updated Base Modal Split	12

Table 5: Modal Split of Operational Workers	13
Table 6: Modal Split Targets	13
Table 7: Potential Walking and Cycling Initiatives	16
Table 8: Potential Public Transport Initiatives	17
Table 9: Potential Car Sharing Initiatives	17

1 Introduction

Background

- 1.1.1 This Outline Operational Travel Plan has been produced to support the Development Consent Order (DCO) application for a multi-user liquid bulk green energy terminal, the Immingham Green Energy Terminal (“IGET”) and an associated hydrogen production facility at Immingham (collectively, the “Project”), under the provisions of section 37 of the Planning Act 2008. This Outline Operational Travel Plan relates to the operation of the hydrogen production facility.
- 1.1.2 An assessment of the transport implications of the Project is reported within **Environmental Statement (“ES”) Chapter 11: Traffic & Transport [APP-053]**. The results of this assessment have informed this Outline Operational Travel Plan.
- 1.1.3 The Project is located on the eastern side of the Port of Immingham, which is heavily populated with industrial and commercial industry. Other than a small number of houses on Queens Road (which are proposed to be acquired in connection with the Project), the nearest residential area is on the eastern edge of the town of Immingham approximately 460m from the western edge of the Site.

Aims and Objectives

- 1.1.4 The objective of this Outline Operational Travel Plan is to reduce the impact of transport across the operational life of the hydrogen production facility and it includes specific measures to achieve this. It will be developed into a final Operational Travel Plan for that part of the Project comprising the operation of the hydrogen production facility in consultation with NELC prior to operation of that facility pursuant to **Requirement 19 (Schedule 2)** of the **Development Consent Order**.

Structure of the Outline Operational Travel Plan

- 1.1.5 The structure of the Outline Operational Travel Plan is as follows:
 - a. Section 2: Policy and Guidance
 - b. Section 3: The Project
 - c. Section 4: Sustainable Access to Site/Existing Conditions
 - d. Section 5: Travel Plan Targets and Measures
 - e. Section 6: Operational Travel Plan Monitoring
 - f. Section 7: Remedial Measures
 - g. Section 8: Conclusion

2 Policy and Guidance

Overview

- 2.1.1 This section sets out current policy and guidance relevant to the production of Travel Plans, ensuring that the Outline Operational Travel Plan is based on up-to-date documentation and reflects industry best practice.
- 2.1.2 **Section 11.3 of ES Chapter 11: Traffic & Transport [APP-053]** contains commentary on policy relevant to traffic and transport matters and nationally significant infrastructure projects (“NSIPs”) in England.
- 2.1.3 The documents summarised below directly refer to the recommendation or requirement to produce Travel Plans.
- 2.1.4 The Planning Practice Guidance – Travel Plans, Transport Assessments and Statements (2014) (Ref 1) describes how Travel Plans are long-term management strategies for integrating proposals for sustainable travel into the planning process.

National Policy Guidance

- 2.1.5 As described in the **Planning Statement [APP-226]**, the National Policy Statement for Ports (NPSfP) (Ref 2) ‘has effect’ in relation to the Project, for the purposes of section 104(2)(a) of the Planning Act (2008) (Ref 3) and provides the framework for decisions on proposals for new nationally significant port infrastructure. Regarding Travel Plans, Paragraph 5.4.5 of the NPSfP states 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”*.
- 2.1.6 The National Planning Policy Framework (NPPF) (2023) (Ref 4) sets out the Government’s planning policies for England and how these should be applied. It defines a Travel Plan as *“a long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed”*. Paragraph 117 of the NPPF states that *“all developments which generate significant amounts of movement should be required to provide a travel plan”*.
- 2.1.7 Whilst superseded by the Planning Practice Guidance, the DfT’s ‘Good Practice Guidelines: Delivering Travel Plans through the Planning Process’ (April 2009 – the Good Practice Guidelines) (Ref 5), defined a Travel Plan as *“...a long-term management strategy for an occupier or site that seeks to deliver sustainable transport objectives through positive action and is articulated in a document that is regularly reviewed. It involves the development of agreed explicit outcomes linked to an appropriate package of measures aimed at encouraging more sustainable travel, with an emphasis on reducing single occupancy car use”*.
- 2.1.8 The Good Practice Guidelines identifies that good practice has evolved from previous guidance into a single main approach to Travel Plans. It states that: *“The ‘outcomes’ approach, specifies outcomes linked to specific targets that can*

also be strengthened with sanctions if these are not met. This approach is distinct from that which focuses wholly on the establishment of a list of measures, e.g. the provision of a shuttle bus or cycle shelter. Many, if not the majority of, travel plans combine the two approaches, depending upon the type of travel plan and what it is designed to achieve. However, the establishment of outcomes is important.”

Local Policy Guidance

- 2.1.9 The North East Lincolnshire Local Transport Plan (2016) (Ref 6) sets out the vision for highways and transport in North East Lincolnshire. The Local Transport Plan has been developed to support the ongoing growth and economic development aspirations of North East Lincolnshire Council (NELC). With regards to Travel Plans, the use of them is a key element of tackling the ‘Local Transport Challenges’ identified.
- 2.1.10 As part of the measures to address transport accessibility, NELC prepared the North East Lincolnshire Travel Plan Guidance in October 2016 (Ref 7). It outlines how Travel Plans have an important role to play in reducing traffic congestion, improving the environment and providing economic, efficiency and social benefits to employers and the workforce. It explains how Travel Plans play a fundamental part in NELC’s strategy for improving the area and making it a better place to live and work. The Travel Plan Guidance outlines the main elements to include in a Travel Plan, which includes following the principles of Site Assessment, Roles and responsibilities, Objectives and Targets, Measures and Monitoring and Review. It also provides advice on the type of Travel Plan required depending on the development.
- 2.1.11 In 2023, a Travel Plan Advice Note (Ref 8) was prepared by NELC which reiterates the need and content required in a Travel Plan. It states the expectation that developers aid the Travel Plan process by *“embracing the importance of Travel Plans as a necessary element of the planning process”*. The advice note also sets out how the Council will evaluate submitted Travel Plans to ensure that they cover all the key components detailed in the Travel Plan Guidance document. The note reaffirms that a Travel Plan should address any site-specific issues and tip the balance in favour of sustainable travel.
- 2.1.12 The North East Lincolnshire Local Plan (2018) (“NELLP”) (Ref 9) contains land use and minerals and waste policies for North East Lincolnshire which set out the Council's vision and strategy for development. With regard to Travel Plans, Policy 36 (Promoting Sustainable Transport) of the NELLP states that *“where appropriate, Transport Statements, Transport Assessments and/or Travel Plans should be submitted with applications, with the precise form being dependant on the scale and nature of development”*. In addition, the NELLP states that the mitigation measures should be clearly identified in development proposals, including within Transport Statements, Transport Assessments and Travel Plans, where these are required.

3 The Project

Overview

- 3.1.1 The Project comprises on the marine side, a multi-user liquid bulk green energy terminal, and landside, an associated hydrogen production facility including up to six hydrogen production units and up to four liquefiers. The terrestrial components of the Site are based on two main sites, the 'West Site' adjacent to Queen's Road and the 'East Site' which is split into two parts either side of Laporte Road close to the southern entrance to the Port.
- 3.1.2 The existing baseline highway network is located in an area that is largely industrial in nature, with very few residential properties other than on Queens Road.

Transport

Local and Strategic Highway Network

- 3.1.3 The Site is well served by the strategic and local road network. The A160 to South Killingholme and the A180 to Grimsby both form part of the strategic road network, managed by National Highways. The Port has good access for road haulage to the M180 Motorway and from there to the M1 Motorway or the A1, via the M18 Motorway.
- 3.1.4 Key local roads are Queens Road, Kings Road, the A1173, Laporte Road and Kiln Lane. East Gate, located at the junction of Queens Road and Laporte Road provides access to the eastern entrance of the Port.
- 3.1.5 The A1173 provides a more strategic route within the area providing links to the A180 in the south and Immingham, North Killingholme and South Killingholme in the west.

Site Accesses

- 3.1.6 A total of eight permanent accesses will be constructed and remain in use during the operation of the Project (although not all of these will be used for staff access) as follows:
 - a. West Site
 - Access from the A1173, and
 - Two accesses from Kings Road
 - b. East Site
 - Three access points from Laporte Road
 - Access from Queens Road
 - Access from the unnamed private road connecting into the end of Queens Road

Parking

- 3.1.7 Parking areas for operational staff will be included within the construction of the hydrogen production facility. The number and location of parking spaces is currently unknown and will be agreed with NELC, and the final Operational Travel Plan will be updated accordingly.

Rail

- 3.1.8 The nearest railway stations to the Site are located at Habrough and Stallingborough which are approximately 6km west and 5km to the south respectively, with services operated by East Midlands Railway from both and TransPennine Express only from Habrough.

Cycle Networks and Public Rights of Way

- 3.1.9 Whilst there are no National Cycle Network routes within the study area of the Project, the Grimsby to Immingham Cycle Superhighway does run along the east side of the A1173 between the Kings Road and Kiln Lane roundabouts (immediately to the west of the West Site) as well as along Hobson Way, Energy Park Way and Moody Lane to the south-east, as shown in **Plate 1** below.



Plate 1: Cycle Superhighway Network

- 3.1.10 There are a number of Public Rights of Way (“PRoWs”) in the vicinity of the IGET Project. All the PRoWs are shown on **Plate 2**, below.
- 3.1.11 Pedestrian facilities are limited on the local road network in the vicinity of the Project, with a footway along one side of Queens Road and along the northern side of the A1173 Kings Road providing a link into Immingham.

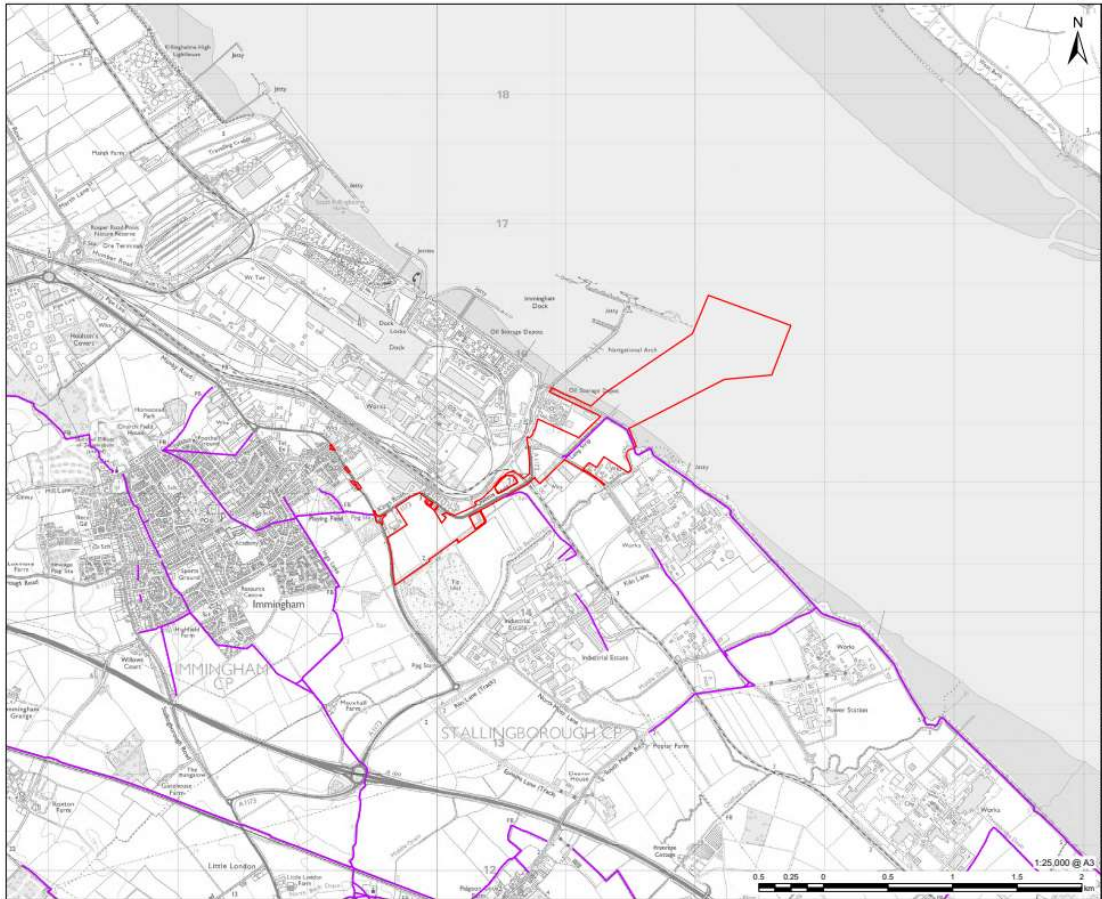


Plate 2: Public Rights of Way in the vicinity of the Project

4 Sustainable Access to Site/Existing Conditions

Sustainable Access

CIHT Guidance

- 4.1.1 The Chartered Institution of Highways and Transportation (“CIHT”) document *Providing for Journeys on Foot* (CIHT, 2000) suggests a maximum walking distance of 2km for journeys to work.
- 4.1.2 Based on the Site location, the residential areas within walking distance include east Immingham, as shown on the Isochrone map below in **Plate 3**.

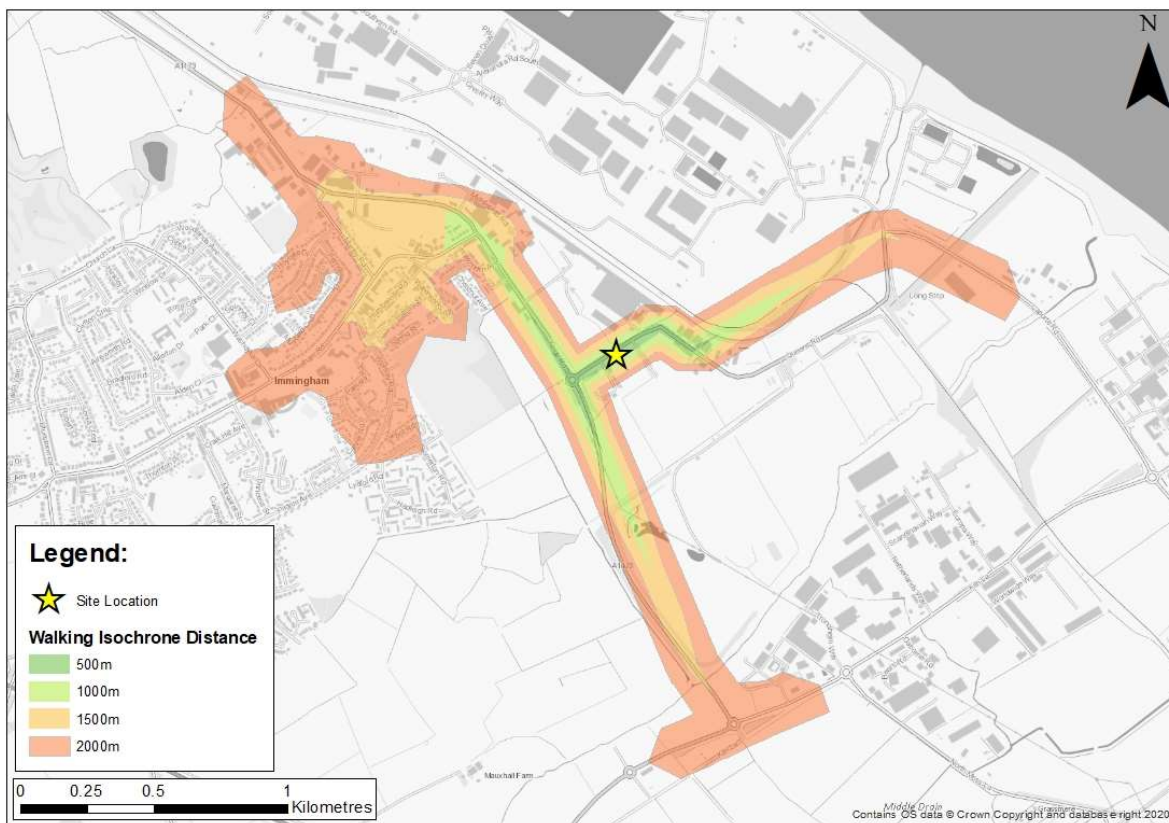


Plate 3: Walking Isochrone

- 4.1.3 In respect of acceptable cycle distances, *Local Transport Note 2/08: Cycling Infrastructure Design*, published by the Department for Transport states that many utility cycle trips are less than approximately 5km, but for commuter journeys a distance of approximately 8km is not uncommon.
- 4.1.4 Based on the Site location, residential areas within cycling distance include North and South Killingholme, Habrough, Stallingborough, Healing and Immingham, as shown on the isochrone map below in **Plate 4**.

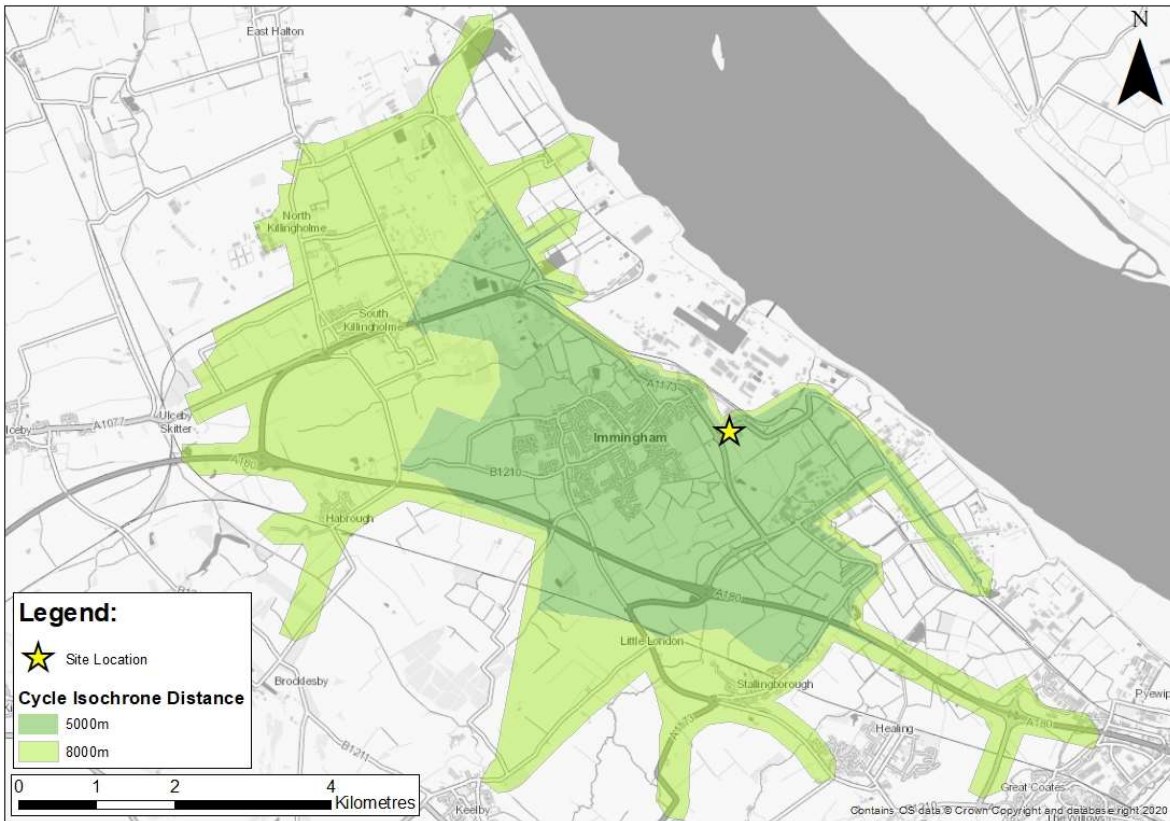


Plate 4: Cycling Isochrone

Existing Transport Conditions

Train Services

- 4.1.5 During the week there is an hourly TransPennine Express service running between Cleethorpes and Liverpool Lime Street, the closest train station to the Project. An East Midlands Railway service operating a two-hourly service between Grimsby Town and Leicester via Lincoln and Nottingham as well as a two-hourly service between Cleethorpes and Barton-upon-Humber also pass through Habrough train station. On Sundays, the TransPennine Express service is two hourly in the morning, but increases to hourly in the afternoon. During the summer months, there are three East Midlands Railway services between Nottingham and Cleethorpes and four services to Barton-upon-Humber with no services on either of these routes in the winter.
- 4.1.6 From Stallingborough, there is an East Midlands Railway weekday and Saturday service every two hours between Cleethorpes and Barton-upon-Humber, with a Sunday service of four trains per day in each direction during the summer months only, with no winter Sunday services at the station.
- 4.1.7 Stallingborough is the closest railway station. However, it is a more than 4km walk from the Site and therefore is not considered a viable alternative transport mode.

Bus Services

- 4.1.8 The nearest bus stops to the Site are located on Queens Road with bus stops with laybys on both sides of the road, with the eastbound stop being 1.3km to the east, and the westbound stop, which includes a shelter, being 0.8km to the east. These are served by service 5M which provides a limited service between Immingham and Grimsby between the hours of 16:00–18:00 only.

5 Travel Plan Targets and Measures

Overview

- 5.1.1 The overall objective for the final Operational Travel Plan is to reduce the proportion of staff travelling to the Site by car and to promote the use of sustainable transport modes.
- 5.1.2 The subsidiary objectives of the final Operational Travel Plan will be to:
- Promote the health, wealth and environmental benefits of cycling, walking and using public transport;
 - Provide clear information to all employees on alternative modes of travel to and from the Site;
 - Enhance, where feasible and practicable, the safety and security of people travelling to and from the Site;
 - Effectively manage the demand for car parking;
 - Alter working practices where feasible and practicable, to ensure that those wishing to travel by alternate modes can do so freely and easily;
 - Reduce the need to travel during the peak hours where feasible and appropriate; and
 - Reduce negative environmental impact of fleet vehicles, business travel and deliveries.

Trip Generation

- 5.1.3 The trip generation during the operational phase is estimated to be 120 employee trip movements, with 67 working a shift pattern and 53 working a 'normal' Monday to Friday. This would represent less than one additional car per minute travelling to and from the operational site in the traditional AM and PM peak hours, based upon the 53 employees working a traditional week, with all trips assumed to be new on the highway network. The shift workers would travel outside of the peak hours and therefore would not result in a severe impact on the operation of the highway network.
- 5.1.4 Operational HGVs would use the A1173 to access the site. The anticipated total HGV movements during the operational phase of the Project is 96 movements (48 in and 48 out) per day. This includes movements associated with delivery of consumables and removal of waste products. These trips will be spread throughout the working day and distributed across the road network and are considered lower than the screening threshold for a more detailed assessment.
- 5.1.5 **Table 1** sets out the estimated total daily development traffic associated with the operational phase.

Table 1: Total Daily Operational Traffic

Type	To	From	Two-Way

HGVs	48	48	96
Shift Workers	67	67	134
“Normal” Monday to Friday workers	53	53	106
Total Employees	120	120	240
Total HGVS	48	48	96

5.1.6 When considering the peak hours of the working day, the daily profile of operational workers (shift workers and ‘normal’ Monday to Friday workers) has been assessed and is shown in **Table 2**.

Table 2: Total Daily Operational Staff Numbers

Time Period	Total Operational Workers Vehicles		Two-Way
	Arrivals	Departures	
06:00 to 07:00	33	0	33
07:00 to 08:00	0	34	34
08:00 to 09:00	53	0	53
16:00 to 17:00	0	0	0
17:00 to 18:00	0	53	53
18:00 to 19:00	34	0	34
19:00 to 20:00	0	33	33

5.1.7 As can be seen, the number of staff predicted to travel during the network peak hours of 07:00 to 08:00 and 16:00 to 17:00 is 34 in the AM period and zero in the PM period and is therefore not considered to be material, with the majority of staff travelling outside of the peak periods due to shift working.

Base Modal Split

- 5.1.8 As the Site is currently unoccupied an exact modal split of employees cannot be determined at this time. Therefore, 2011 Census data has been used to derive a preliminary base mode share for the Project based upon journey to work mode share data for the North East Lincolnshire 001 Middle Super Output Area (“MSOA”), within which the Site is located. The base modal split is summarised in **Table 3**.

Table 3: Base Modal Split

Mode of Travel to work	North East Lincolnshire 001 MSOA
Underground, metro, light rail or tram	0.0%
Train	0.2%
Bus, minibus or coach	2.2%
Taxi	0.3%
Motorcycle, scooter or moped	1.0%
Driving a car or van	79.8%
Passenger in a car or van	6.2%
Bicycle	2.9%
On foot	7.0%
Other	0.4%

- 5.1.9 Based on the current level of accessibility, the census modal shares have been amended with an increased level of car modal share, and this is shown in the following table, to offer a more realistic base modal split.

Table 4: Updated Base Modal Split

Mode of Travel	North East Lincolnshire 001
Taxi	0.3%
Motorcycle, scooter or moped	1.0%
Driving a car or van	92.5%
Passenger in a car or van	6.2%
TOTAL	100%

- 5.1.10 Following the opening of the site, and an initial travel questionnaire conducted by staff, the above modal split will be reviewed against the actual staff travel modes and the final Operational Travel Plan updated accordingly.

- 5.1.11 The 120 operational workers travelling to the site have been split by mode of travel in the table below to show a feasible profile of workers travelling to site, and as can be seen it is assumed that all employees will arrive and depart using either car or motorcycle, either as a driver or passenger.

Table 5: Modal Split of Operational Workers

Mode of Travel	Adjusted Mode Share	9-5 Workers	Shift Workers	Total Workers
Taxi	0.30%	0	0	0
Motorcycle, scooter or moped	1.00%	1	1	2
Driving a car or van	92.5%	49	62	111
Passenger in a car or van	6.20%	3	4	7
TOTAL	100%	53	67	120

Targets

- 5.1.12 Targets should be ‘SMART’ goals. The parameters for this are as such:
- Specific;
 - Measurable;
 - Achievable;
 - Relevant; and
 - Time-Bound.
- 5.1.13 An objective of this Operational Travel Plan is to set clear and realistic targets. The main target is therefore:
- To achieve percentage changes in modal share, with measures encouraging a higher take up of car sharing for operational staff.
 - Providing modal split targets that are measurable and allow for specific goals set within a clear timeframe.
- 5.1.14 The final Operational Travel Plan will include an action plan which will detail when staff will be surveyed thereby providing a standard on which future targets can be based. As an example, the suggested modal split taken from **Table 4** and suggested future targets for the first five years of operation are shown in the table below.

Table 6: Modal Split Targets

Mode	Modal Split	Year 1 Goal	Year 2 Goal	Year 3 Goal	Year 4 Goal	Year 5 Goal	Total Percentage Change
Taxi	0.30%	0.3%	0.3%	0.3%	0.3%	0.3%	0.0%
Motorcycle, scooter or moped	1.00%	1.0%	1.0%	1.0%	1.0%	1.0%	0.0%
Driving a car or van	92.5%	91.3%	90.1%	88.9%	87.7%	86.5%	-6.0%
Passenger in a car or van	6.20%	7.2%	8.2%	9.2%	10.2%	11.2%	5.0%
Public Transport	0%	0.2%	0.4%	0.6%	0.8%	1.0%	1.0%
TOTAL	100%	100%	100%	100%	100%	100%	

5.1.15 With reference to the above there is a target to reduce car use by 6% over a five year period, with an emphasis towards car sharing.

Indicators

5.1.16 The Good Practice Guidelines highlights the importance of distinguishing between outcome targets and indicators. Whereas the target for the Project will be focussed on reducing the number of car trips, the indicators are used to monitor how the Site is being accessed and how effectively different modes are meeting travel needs. This information can subsequently be used to identify where the greatest potential for mode shift may lie and to inform the implementation strategy for the Operational Travel Plan over the coming year.

5.1.17 A number of key indicators relating to the Project will be measured. The responsibility for measuring these indicators lies with the Travel Plan Coordinator (see below), and will include the following:

- a. Percentage of employees walking;
- b. Percentage of employees cycling;
- c. Percentage of employees using public transport;
- d. Percentage of employees car sharing; and
- e. Car and cycle parking usage.

Marketing and Promotion of the Plan

5.1.18 To be effective, the Operational Travel Plan must be promoted appropriately, and the workforce should be encouraged to engage with and participate in active and sustainable travel.

- 5.1.19 The Operational Travel Plan will be advertised in communal areas, with regular emails and other forms of adopted communication channels (such as Teams, internal web pages, leaflets and posters) used to notify workers of any changes and encourage the adoption of the Operational Travel Plan.

Management of the Plan

- 5.1.20 This section of the Outline Operational Travel Plan reviews implementation and management, and provides an indication of the measures that would be used to achieve the objectives and targets set out above. The list of measures provided is not exhaustive and is only intended to inform the future development of the final Operational Travel Plan.

Travel Plan Coordinator

- 5.1.21 Prior to occupation of the hydrogen production facility, a Travel Plan Coordinator will be appointed to prepare and implement the final Operational Travel Plan, in line with the principles set out within this Outline Operational Travel Plan. The Travel Plan Coordinator would be in place for a minimum of five years, with contact details provided to NELC once appointed. The details will be kept updated throughout the life of the Operational Travel Plan.
- 5.1.22 The Travel Plan Coordinator would be responsible for:
- a. Explaining and marketing the Operational Travel Plan;
 - b. Seeking commitment from senior management, staff and other relevant parties;
 - c. Securing funding allocated for meeting targets;
 - d. Arranging promotional events;
 - e. Ensuring the health, wealth and environmental benefits of sustainable travel are publicised;
 - f. Producing questionnaires, promotional and informative material;
 - g. Liaising with the local highway authority and external stakeholders as appropriate;
 - h. Liaising with the local bus operators prior to the operation of the Project, particularly with Stagecoach Bus who run the 5M service;
 - i. Setting up a Staff Travel Database if appropriate;
 - j. Undertaking a baseline survey within four months of occupation of the hydrogen production facility; and
 - k. Organising and analysing annual staff travel surveys for a minimum of five years to monitor progress and measure the performance against the desired outcomes.

Walking and Cycling

- 5.1.23 Walking and Cycling are key active travel modes that can be used to access the Site. There will be ongoing promotion of these modes through the promotion of

healthy living choices and financial benefits. Potential walking and cycling initiatives to promote active travel are included in **Table 7**.

Table 7: Potential Walking and Cycling Initiatives

Potential Travel Plan Initiatives	Responsibility
Walking (best suited to journeys under 2km)	
Provide cloakroom facilities within the building with drying and storage locker facilities.	Travel Plan Coordinator
Produce a map illustrating safe walking routes to common destinations. Include reference to crossing points and public transport facilities.	Travel Plan Coordinator
Raise awareness of health benefits of walking. Through posters, leaflets and/or events.	
Offer a guaranteed ride home to alleviate staff concerns of being stranded at work in the event of unforeseen circumstances.	
Arrange events to promote walking, such as a walk to work day with incentives, prizes, giveaways etc.	
Time allowance to change.	
Cycling (best suited to journeys under 5km)	
Provide safe, secure and fully weatherproof cycle storage near to main entrances of buildings.	Travel Plan Coordinator
Provide shower facilities and changing rooms/areas within the building.	Travel Plan Coordinator
Provide lockers for cyclist safety gear.	
Raise awareness of health benefits of cycling through continual publicity.	
Provide cycle route maps.	
Offer financial incentives such as interest free loans or seek discounted purchase prices for bicycles & equipment from local retailer and look to extend Air Products cycle to work scheme to the Site	
Offer a guaranteed ride home to alleviate staff concerns of being stranded at work in the event of unforeseen circumstances.	
Consider establishing a bicycle user group (BUG) & bike buddy scheme.	

Potential Travel Plan Initiatives	Responsibility
Arrange events to promote cycling to work such as free breakfast days for cyclists.	
Promote the use of a Cycle to Work scheme.	

Promotion of Public Transport

- 5.1.24 The use of public transport is an effective way to reduce the use of cars in particular when workers are travelling to the Site from greater distances or the weather does not encourage the use of active travel. The promotion of the use of public transport will be ongoing and be embedded within the final Operational Travel Plan. Potential public transport initiatives to encourage their use are included in **Table 8**.

Table 8: Potential Public Transport Initiatives

Potential Travel Plan Initiatives	Responsibility
Public Transport (provides a sustainable alternative for many commuter & business trips)	
Disseminate up-to-date public transport information on-site. Including routes, timetables and fares for local services.	To be determined in the final Operational Travel Plan
Promote benefits of public transport, such as cost savings.	
Establish an interest free loan system for staff to purchase yearly or quarterly season tickets with payments taken directly from salary.	
Liaise with local operators to promote improvements to local services, integrated ticketing options or weekly/ monthly/ annual passes.	
Investigate options for funding a works bus/minibus if practicable.	

Reduce Car Journeys

- 5.1.25 The use of cars is a popular and effective method of transport. To reduce the number of car journeys when active travel methods or public transport cannot be used, car sharing can be promoted. Promotion of car sharing would be ongoing. Potential car sharing initiatives are included in **Table 9**.

Table 9: Potential Car Sharing Initiatives

Potential Travel Plan Initiatives	Responsibility
Car Sharing (provides a sustainable alternative when the car is the only option)	
Consider setting up an in-house car sharing database for staff.	To be determined in the final Operational Travel Plan

Potential Travel Plan Initiatives	Responsibility
Provide preferential parking spaces for car sharers close to main entrances.	
Provide a guaranteed ride home scheme for car sharers in the event of unforeseen circumstances.	
Devise a protocol/guidelines for car sharers to follow.	
Arrange coffee mornings or other events to allow potential car sharers to meet before committing to sharing with someone they previously did not know.	
Run prize draws open to those registered on the car share scheme.	

6 Operational Travel Plan Monitoring

Target Monitoring

- 6.1.1 As stated within the DfT's Good Practice Guidelines, Operational Travel Plans are living documents that need to be updated regularly. Furthermore, implementing an Operational Travel Plan involves "a continuous process for improving, monitoring, reviewing and adjusting the measures in the plan to reflect changing circumstances".
- 6.1.2 The appointed Travel Plan Coordinator would be responsible for monitoring employee travel patterns. This would include, where appropriate:
 - a. Distributing annual travel questionnaires to staff;
 - b. Monitoring the use of car and cycle parking;
 - c. Recording the uptake of car sharing and membership; and
 - d. Recording the update of any sustainable transport initiatives.
- 6.1.3 Initially, snapshot surveys would be undertaken within four months of occupation of the hydrogen production facility to establish a baseline for monitoring modal share targets. These surveys would then be repeated annually for a period of five years post occupation to review progress at meeting the Operational Travel Plan targets when set.
- 6.1.4 The results of the monitoring would be analysed by the Travel Plan Coordinator and reported to the local highway authority within two months of the surveys being completed via the final Operational Travel Plan. The recommendations of the review would be implemented as soon as possible.
- 6.1.5 Discussions will be held where necessary as to how Operational Travel Plan targets might be better achieved. Through consultation with the local highway authority, the Operational Travel Plan targets will be reviewed annually.

7 Remedial Measures

- 7.1.1 Should targets not be met then consideration will be given to implementing remedial measures where practicable. This could include measures such as:
- a. Increased travel behaviour change initiatives such as travel awareness campaigns;
 - b. One to one travel planning sessions to identify how individuals could travel to the Site more sustainably; and
 - c. Providing financial incentives for staff, for example prize draws for car share users.

8 Conclusion

Overview

- 8.1.1 This Outline Operational Travel Plan has been compiled in line with 'Good Practice Guidelines: Delivering Travel Plans through the Planning Process' and North East Lincolnshire Council's 'Travel Plan Guidance' and 'Travel Plan Advice Note'.
- 8.1.2 An initial audit of the Site will be carried out within four months of occupation of the hydrogen production facility. The results of this survey and proposed targets will then be discussed with NELC with the final Operational Travel Plan updated accordingly.
- 8.1.3 A comprehensive list of potential initiatives have been set out in this Outline Operational Travel Plan. The adopted initiatives that are selected to achieve the objectives and targets set out in this Outline Operational Travel Plan will be detailed within the final Operational Travel Plan.
- 8.1.4 This range of measures will aim to reduce the number of single occupancy vehicle users where applicable. However, regardless of whether the travel plan meets targets, the document will be reviewed and targets reevaluated on a yearly basis for at least 5 years, so that progression toward a more sustainable modes of travel is continuous.

9 References

- Ref 1 Travel Plans, Transport Assessments and Statements – Planning Practice Guidance. Department for Communities and Local Government (2014).
- Ref 2 National Policy Statement for Ports. Department for Transport (2012).
- Ref 3 Planning Act 2008 (as amended). The Stationery Office Limited (2008).
- Ref 4 National Planning Policy Framework. Ministry of Housing, Communities and Local Government (2023).
- Ref 5 Good Practice Guidelines: Delivering Travel Plans through the Planning Process, DfT (2009)
- Ref 6 Local Transport Plan Transport Strategy, North East Lincolnshire Council (2026)
- Ref 7 Travel Plan Guidance, North East Lincolnshire Council (2016)
- Ref 8 Advice Note 2 Travel Plans, North East Lincolnshire Council (2023)
- Ref 9 North East Lincolnshire Council (2018), Adopted Local Plan 2013 - 2032