



Great North Road Solar and Biodiversity Park

Environmental Statement

Volume 4 – Technical Appendices

Technical Appendix A14.2: Outline Travel Plan

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Contents

A14.2.1 Introduction	2
A14.2.1.1 Overview	2
A14.2.1.2 Policy Context	2
A14.2.1.3 Document Structure	3
A14.2.2 Travel Plan Management	4
A14.2.2.1 Principal Travel Plan Co-ordinator	4
A14.2.2.2 Marketing	4
A14.2.3 Aims, Objectives and Targets	5
A14.2.3.1 Aim	5
A14.2.3.2 Objectives	5
A14.2.3.3 Targets	5
A14.2.3.3.1 Aim-Type Targets	5
A14.2.3.3.2 Action-Type Targets	6
A14.2.3.4 Securing the Travel Plan and Funding	6
A14.2.4 Sustainable Travel Measures	7
A14.2.4.1 Overview	7
A14.2.4.2 Hard Measures	7
A14.2.4.2.1 Shuttle Bus Service	7
A14.2.4.2.2 Cycle Parking Facilities	7
A14.2.4.2.3 Car Parking Facilities	8
A14.2.4.2.4 Changing Facilities	8
A14.2.4.3 Soft Measures	8
A14.2.4.3.1 Travel Leaflet	8
A14.2.4.3.2 Notice Boards	8
A14.2.4.3.3 Personalised Travel Planning	9
A14.2.5 Monitoring	10
A14.2.5.1 Overview	10
A14.2.5.2 Monitoring	10
A14.2.5.3 Remedial measures	10
A14.2.6 Action Plan	11
A14.2.6.1 Overview	11
A14.2.7 Summary	12

A14.2.1 INTRODUCTION

A14.2.1.1 OVERVIEW

- 1 This outline Travel Plan (oTP) has been prepared by SYSTRA Ltd on behalf of the Applicant, Elements Green Trent Ltd in relation to an application for a Development Consent Order (DCO) for the Great North Road Solar and Biodiversity Park (hereafter referred to as the 'Development'). The Development will be constructed within a boundary referred to as the 'Order Limits'.
- 2 A detailed Travel Plan (TP) will be produced for each phase (or more than one phase) of the Development, as part of the production of the Construction Traffic Management Plan (CTMP) for each phase (or more than one phase) prior to commencing construction. Each detailed Travel Plan will be required to be in accordance with this oTP. This is secured through DCO Requirement as part of the Outline Construction Traffic Management Plan (oCTMP, TA A5.2 [EN010162/APP/6.4.5.2]).
- 3 This oTP relates only to the construction phase of the Development only. A Decommissioning Traffic Management Plan (DTMP) will be produced as a subsidiary document to the Decommissioning and Restoration Plan (DRP), and agreed with the planning authorities, and in consultation with the relevant highway authorities, prior to the commencement of decommissioning. An Outline DRP is included with the DCO application [EN010162/APP/6.4.5.6].
- 4 The purpose of the oTP is to provide a framework for the measures that are to be implemented under each detailed TP, which will provide mitigation for effects related to the travel of construction staff to the Development and promote the use of sustainable transport - encouraging staff and any visitors to utilise the most sustainable form of transport for their journey, insofar as is practicable.
- 5 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.
- 6 A TP should establish a structured strategy with clear objectives and targets, supported by suitable policies and quality measures for implementation. Where viable, it is important to make sustainable travel a preferred choice and that communicating these opportunities to staff is critical to the success of the TP.
- 7 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.

A14.2.1.2 POLICY CONTEXT

- 8 This oTP has been prepared within reference to the following policy documents:

- National Policy Statement for Energy (NPS EN-1)¹;
- National Policy Statement for Renewable Energy Infrastructure (NPS EN-3)²;
- National Planning Policy Framework (December 2023)³;
- The Strategic Road Network and the Delivery of Sustainable Development, DfT Circular 01/2022⁴;
- Nottinghamshire Local Transport Plan 2011-2026⁵; and
- Newark & Sherwood Local Development Framework Core Strategy & Allocations (Adopted March 2019)⁶.

A14.2.1.3 DOCUMENT STRUCTURE

- 9 Following this Introduction, the remainder of the oTP is structured as follows:
 - Section A14.2.2 – Travel Plan Management;
 - Section A14.2.3 – Aims, Objectives and Targets;
 - Section A14.2.4 – Sustainable Travel Measures;
 - Section A14.2.5 – Monitoring;
 - Section A14.2.6 – Action Plan; and
 - Section A14.2.7 – Summary.

¹ Department for Energy Security and Net Zero (updated 2024). Overarching National Policy Statement for Energy (EN-1). Available at: <https://www.gov.uk/government/publications/overarching-national-policy-statement-for-energy-en-1>

² Department for Energy Security and Net Zero (updated 2024). National Policy Statement for renewable energy infrastructure (EN-3). available at: <https://www.gov.uk/government/publications/national-policy-statement-for-renewable-energy-infrastructure-en-3>

³ Ministry of Housing, Communities and Local Government (updated 2023). National Planning Policy Framework. available at: <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

⁴ Department for Transport and National Highways (updated 2022). Strategic road network and the delivery of sustainable development available at: <https://www.gov.uk/government/publications/strategic-road-network-and-the-delivery-of-sustainable-development>

⁵ Nottinghamshire County Council (2011). Nottinghamshire Local Transport Plan available at: <https://www.nottinghamshire.gov.uk/policy-library/39018/nottinghamshire-local-transport-plan-2011-2026>

⁶Newark and Sherwood District Council (2019). Local Development Framework available at: <https://www.newark-sherwooddc.gov.uk/ldf/>

A14.2.2 TRAVEL PLAN MANAGEMENT

A14.2.2.1 PRINCIPAL TRAVEL PLAN CO-ORDINATOR

- 10 A Principal Travel Plan Coordinator (TPC) will be appointed by the principal contractor, prior to construction, to take responsibility for the management of the TP. They will act as the principal point of contact and will coordinate the implementation of the TP measures across the Phases of the Development. 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.
- 11 The Principal TPC will be responsible for all staff and will be responsible for regularly liaising with the planning authority, the county council and staff on site should there be any issues. The Principal TPC may delegate tasks to a TPC for a relevant Phase but will maintain responsibility of the measures set out within the Outline Travel Plan. Travel Plans will be prepared with each Detailed Construction Traffic Management Plan (CTMP), and are secured by Requirement 14 of the Draft DCO. Detailed CTMPs and Travel Plan are expected for each Phase of the Development.
- 12 The Undertaker will include the name and contact details of the Travel Plan Coordinator in the Detailed CTMP, secured by Requirement 14 of the Draft DCO. It is the responsibility of the Undertaker to inform the planning authority and county council of any changes in TPC or the relevant contact details.

A14.2.2.2 MARKETING

- 13 A marketing and communication strategy is important to the success of the TP. It will raise awareness of the key services and facilities and disseminate travel information to staff and contractors.
- 14 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 and contractors prior to the start of construction by the TPC.
- 15 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 adjust as necessary to achieve the objectives.

A14.2.3 AIMS, OBJECTIVES AND TARGETS

A14.2.3.1 AIM

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

A14.2.3.2 OBJECTIVES

- 17 The primary objectives of the oTP are therefore as follows:
- Reduce the number of singular occupancy car trips made to and from 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 Site; and
 - Reduce traffic congestion in the vicinity of the Order Limits and the surrounding road network.
- 18 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 due to their low frequency, limited coverage and restrictive timetables unsuitable for the start of work (pre 07:30 hrs) and evening finish (post 18:00 hrs). This oTP will therefore not seek to rely on public transport use, given it only relates to the temporary period of the construction phase.

A14.2.3.3 TARGETS

- 19 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).

A14.2.3.3.1 Aim-Type Targets

- 20 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 practicable and with 100% of staff having an awareness of the Travel Plan. The key focus points of the oTP are to encourage car sharing and use of the shuttle bus.
- 21 The location of construction staff is not currently known, however the Undertaker has used a number of reasonable assumptions, as set out in **ES Volume 4, Appendix A14.1: Transport Statement [EN010162/APP/6.4.14.1A] [REP2-066]**. Initial mode share targets are set out below in Table A14.2.1, based on the trip generation forecast set out in the Transport Statement and the opportunities for sustainable travel modes. The First Targets align with shuttle bus usage at 30% and a car share ratio of 1.3 with the Secondary Targets reflecting the influence of the Travel Plan and a 50% shuttle bus usage and 1.5 car share ratio.

Table A14.2.1: Initial Mode Share Targets

Travel Mode	First Target	Second Target
Shuttle Bus	30%	50%
Taxi	5%	5%
Motorcycle	2%	2%
Car Driver	47%	41%
Car Passenger	14%	20%
Cycle or Walk	2%	2%

- 22 Targets will be reviewed within each relevant TP once details on staff travel patterns and the accommodation strategy for that Phase is known, through an initial staff travel survey. From this survey data, revised targets may be considered, however, targets will not be changed or updated without discussion and agreement with NCC.

A14.2.3.3.2 Action-Type Targets

- 23 The following action-type targets are set:
- The updated details of the person 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 to transport staff to various areas within the Site under construction;
 - Investigate the feasibility of a shuttle service from areas where it is identified that a number of staff live or reside;
 - Investigate the feasibility for a shuttle service from a key public transport connection, such as Newark Northgate station, for example; 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 travel patterns.

A14.2.3.4 SECURING THE TRAVEL PLAN AND FUNDING

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

A14.2.4 SUSTAINABLE TRAVEL MEASURES

A14.2.4.1 OVERVIEW

- 25 This section outlines the measures which will be implemented in order to achieve the objectives. These measures form the core of the oTP.
- 26 The measures have been grouped into two types as described below and these are considered in turn in the following sections.
 - ‘Hard’ mitigation measures are physical measures relating to travel options; and
 - ‘Soft’ marketing and management measures which ensure that sustainable travel behaviour is maximised.

A14.2.4.2 HARD MEASURES

A14.2.4.2.1 Shuttle Bus Service

- 27 The Applicant will arrange a shuttle bus service for staff, transporting them to the designated work areas within the Order Limits. Specific details of the shuttle service will be finalised once the principal contractor confirms the construction requirements.
- 28 The shuttle service(s) will be adaptable, operating according to the necessary working patterns, staff shifts, and the demands of each construction phase.
- 29 It is fundamental to highlight that the shuttle bus services will operate outside peak hours, thus avoiding any impact on the strategic or local road network near the Order Limits.
- 30 In addition to the service transporting staff around the Order Limits, and depending on identified areas where staff reside, the Applicant will explore the feasibility of offering a direct shuttle bus service from these areas to the Order Limits. This would consolidate multiple staff trips to and from the Order Limits during construction, with the details outlined in the Travel Plan submitted for approval.
- 31 The feasibility of a shuttle service from Newark Northgate train station and Newark Castle train station will also be examined as part of the TP.
- 32 Once confirmed, the on-site and off-site pick-up and drop-off locations which shall be served by the shuttle bus will be documented in the Travel Plan and workers notified of these locations.
- 33 The TPC will encourage staff to use the shuttle service through initiatives such as free or discounted shuttle bus fares and limited parking facilities to promote car sharing. Additional details will be included in the detailed TP.

A14.2.4.2.2 Cycle Parking Facilities

- 34 Cycle parking will be provided within the Order Limits within the compound areas, where practical. Due to the bespoke nature of the Development, there are no set cycle parking standards within the local policy documents. 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.

- 35 As an initial provision, it is suggested that cycle parking be provided at a ratio of 1 cycle parking space per 20 staff on site at any one time.

A14.2.4.2.3 Car Parking Facilities

- 36 Car parking will be provided within the Order Limits, however the total quantum will be limited to reduce the number of staff trips.
- 37 The TPC will consider the level of parking to be provided on site to ensure that the provision aligns with the TP aspirations and targets. This will be done on a location-by-location basis and informed by items such as phase, location, staff requirements and land availability. Based on the anticipated number of staff throughout the construction programme, it is initially proposed to provide up to 235 parking spaces for staff and visitors across each phase when the greatest number of staff are present. Within the car parking areas, it is expected that 5% will be designated for disabled users and at least one space provided for motorcyclists.
- 38 The Applicant will 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.

A14.2.4.2.4 Changing Facilities

- 39 Changing facilities and secure lockers will be provided within the Order Limits, aimed at those travelling by cycle or motorcycle. The potential to provide showering facilities will be explored.

A14.2.4.3 SOFT MEASURES

- 40 The location of the Order Limits constrains opportunities for travel directly by public transport services. However, public transport can play a role in forming part of the overall journey to the Order Limits and a communication strategy to assist this is key to the success of the TP. Details of elements of the communication strategy are set out below.

A14.2.4.3.1 Travel Leaflet

- 41 Travel Leaflets will be made available electronically to the TPC to distribute to staff and contractors.
- 42 A key role of the Travel Leaflet will 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 a Cycle to Work scheme.

A14.2.4.3.2 Notice Boards

- 43 Notice boards providing travel information to staff will be placed in prominent locations.

- 44 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.

A14.2.4.3.3 Personalised Travel Planning

- 45 All staff will be made aware through the TP that personalised travel planning advice is available. This will be given by the TPC who will provide staff, upon request, with bespoke travel information allowing them to make informed decisions on their sustainable travel options to site.

A14.2.5 MONITORING

A14.2.5.1 OVERVIEW

- 46 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.

A14.2.5.2 MONITORING

- 47 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.
- 48 At present, it is anticipated that the construction programme will run over a 24-month period. On that basis, it is initially proposed to undertake travel surveys every three months throughout the programme and on the completion of each phase, so that lessons can be applied as the development progresses.
- 49 The surveys will comprise the following components:
- Questionnaire surveys of staff and contractors 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.
- 50 The TPC will compile a monitoring report at the end of each phase 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;
 - A traffic count at Primary Access locations;
 - Progress towards meeting targets; and
 - Future proposals for further refinement of the aims and objectives if required.
- 51 The monitoring report will be submitted to the relevant Local Planning Authority within 1 month of the data being collated. The TPC will be responsible for coordinating the timing of the travel survey questionnaires, collating the results and submitting the monitoring report.

A14.2.5.3 REMEDIAL MEASURES

- 52 If the monitoring report at the end of each phase identifies that the TP is being unsuccessful in achieving its objectives and targets, the TPC will discuss lessons learnt with NCC and agree further travel planning remedial measures that could be introduced for subsequent phases.

A14.2.6 ACTION PLAN

A14.2.6.1 OVERVIEW

⁵³ The programme for the implementation of the oTP measures is set out in Table A14.2.2 and sets out tasks, intended implementation dates and responsibilities.

Table A14.2.2: Action Plan

Action	Funding	Indicator	Responsibility
Prior to commencement			
Updated appointment details of TPC	Applicant	Appointment of TPC	Applicant
Agree TP Objectives and Targets	Applicant	Agreement with Local Authority	TPC
Agree on TP measures and Travel Leaflet	Applicant	Agreement with Local Authority	TPC
Upon commencement and throughout the duration of travel plan			
Dissemination of the Travel Leaflet to staff	Applicant	Travel Leaflet issued by TPC	TPC
Install travel information board	Applicant	Notice boards installed	Applicant
Investigate feasibility for direct shuttle service from primary compound	Applicant	Shuttle service operating	Applicant
Investigate feasibility for direct shuttle service from accommodation	Applicant	Accommodation shuttle service operating	Applicant
Investigate feasibility for direct shuttle service from public transport node	Applicant	Train station shuttle service operating	Applicant
Promote of schemes such as Car Sharing or Cycle to Work scheme	Applicant	Evidence of promotion activity / uptake	TPC

A14.2.7 SUMMARY

- 54 This oTP for the Great North Road Solar and Biodiversity Park, prepared by SYSTRA Ltd for Elements Green Trent Ltd, supports the oCTMP and focuses on the construction phase of the Development. The oTP aims to reduce the impact of staff travel by minimising single-occupancy car trips and promoting sustainable transport options. A TPC will manage the plan, ensuring effective implementation and communication of travel measures.
- 55 Key objectives include reducing single-occupancy car trips, increasing awareness of active travel benefits, encouraging car sharing and shuttle bus use and reducing traffic congestion.
- 56 Sustainable travel measures include providing shuttle bus services, cycle parking, and car parking to encourage car sharing. A communication strategy, including travel leaflets and notice boards will raise awareness of these initiatives. Monitoring will involve regular travel surveys to assess the effectiveness of the plan and adjust strategies as needed.
- 57 The oTP includes an action plan that detailed the tasks, implementation dates, and responsibilities to ensure that the objectives are met.