



Thackeray Investments

7-9 Piccadilly, Manchester

Framework Travel Plan

November 2021



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7-9 Piccadilly,
Manchester

Framework Travel Plan

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APPENDIX A BREEAM Accessibility Index Calculator

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1. Introduction

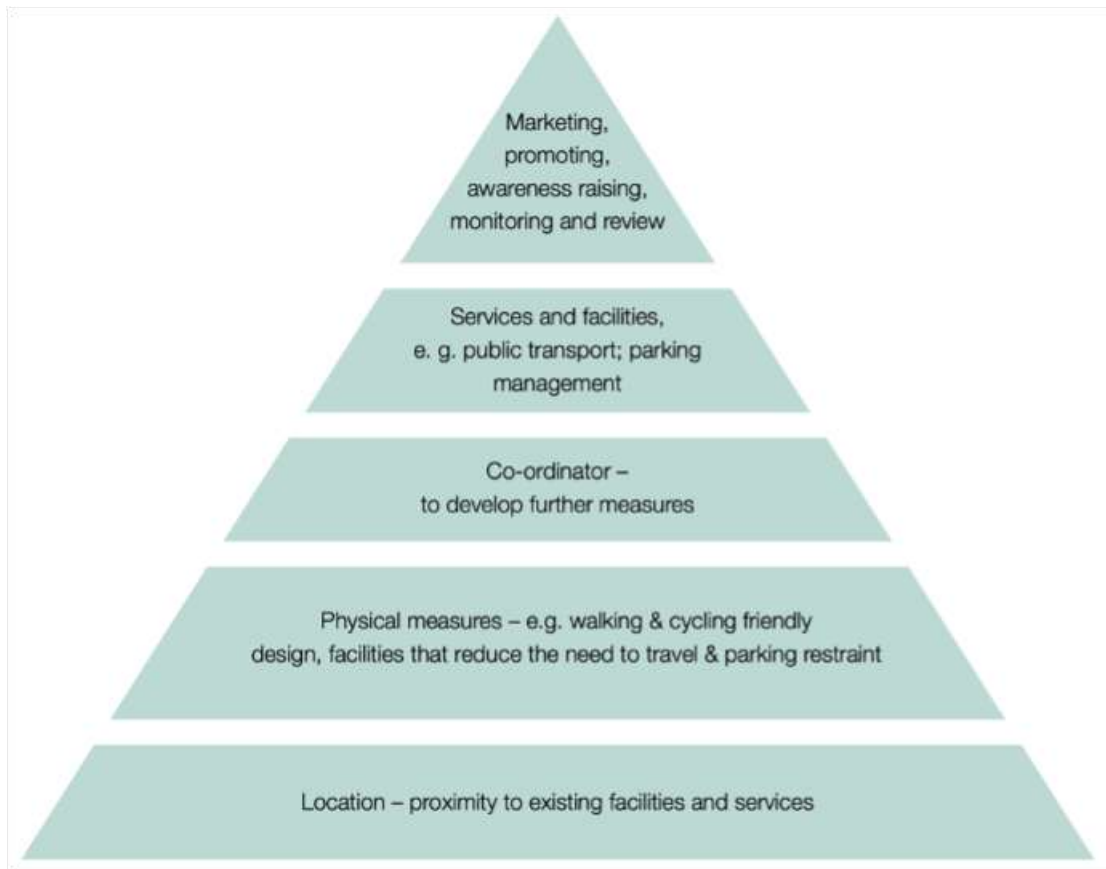
1.1 Preamble

- 1.1.1 This Report has been prepared by Mode Transport Planning on behalf of its Client, Thackeray Investments (the “Applicant”) to accompany a full planning application for the proposed redevelopment of the property at 7-9 Piccadilly, Manchester City Centre.
- 1.1.2 The development to which this report relates the retention of the commercial unit on the ground floor, with the conversion of the upper floors into high quality Grade A office accommodation, including the sensitive introduction of a third, fourth and fifth floor onto Piccadilly Gardens/Back Piccadilly with a sixth floor set back to provide the opportunity for an attractive roof terrace.
- 1.1.3 In terms of access, the proposals include for a main entrance to the proposed offices from Back Piccadilly and retention of the retail frontage onto Piccadilly. Due to the site’s highly accessible location within Manchester City Centre, the site will continue to be a ‘car-free’ development, with no car parking provision on-site. Bicycle storage and shower facilities are proposed to enhance the building and promote sustainable travel by non-car modes.

1.2 Overview of the Travel Planning Process

- 1.2.1 A Travel Plan (TP) is a long-term management strategy for integrating proposals for sustainable travel into the planning process. The TP provides a strategy for managing travel demand and involves a dynamic process of implementation, monitoring and review to ensure that it is sustainable over the long-term.
- 1.2.2 The underlying aim of any TP is to minimise the number of single occupancy private car trips generated by a development, by encouraging a shift to more sustainable modes of transport, and as a result mitigating the impact of travel.
- 1.2.3 A successful TP can be established by the Travel Plan Pyramid shown in [Figure 1.1](#).

Figure 1.1 : Travel Plan Pyramid (Source: Department of Transport)



1.2.4 This TP forms the starting point in providing the following:

- Details of the provision for cyclists, pedestrians, and public transport users;
- An example toolkit of sustainable travel measures;
- Potential milestone targets that could be developed for on-going implementation; and
- A strategy for ongoing monitoring and review would be developed and this would include the appointment of a designated Travel Plan Co-ordinator (TPC) who would take on specific responsibility for progressing and reviewing the uptake of measures.

1.2.5 The key objectives of the TP will be taken forward by a TPC who will seek to:

- Reduce the need to travel by car to and from the site;
- Promote the health and cost benefits of cycling, walking and using public transport;
- Promote the cost benefits of car sharing;
- Provide clear information to staff on sustainable modes of travel to and from the site; and
- Provide information to staff on the alternative sustainable modes of travel.

1.3 BREEAM Sustainability Assessment

1.3.1 The site is intended to be a BREEAM rated development that will create a more sustainable environment and will enhance the well-being of the people who visit and work within the development site. As such, this TP will assess the site in accordance with BREEAM 2018.

1.4 Report Structure

1.4.1 Following this introduction, the Travel Plan has been structured as follows:

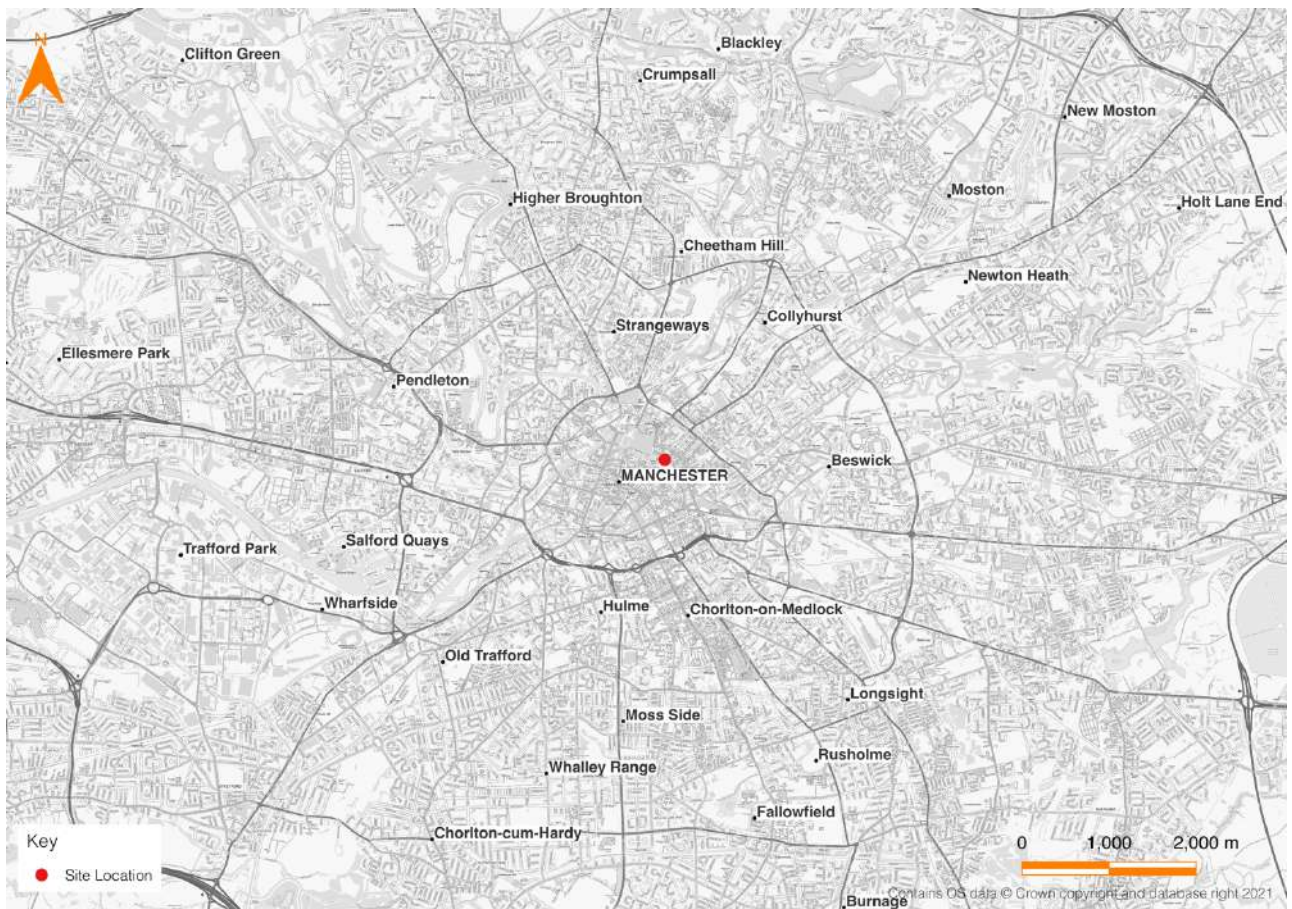
- Chapter 2 reviews the existing conditions;
- Chapter 3 presents the development proposals;
- Chapter 4 sets out the sustainable travel connections for the site;
- Chapter 5 outlines the overarching aims, objectives and benefits of the plan;
- Chapter 6 sets targets;
- Chapter 7 presents the strategy for the Travel Plan;
- Chapter 8 identifies the measure and initiatives
- Chapter 9 details the BREEAM Measures
- Chapter 10 outlines how the plan can be monitored and reviewed; and
- Chapter 11 presents an action plan for the implementation and delivery of the plan

2. Existing Conditions

2.1 Site Location and Existing Use

- 2.1.1 The site occupies a central city centre location, with the principal elevation of the building fronting onto Piccadilly Gardens. The rear of the building (and service entrances) form part of Back Piccadilly and is visible along Tib Street. The strategic site location is shown in [Figure 2.1](#).

Figure 2.1 : Strategic Site Location Plan



- 2.1.2 The application site extends to approximately 0.07 hectares and comprises a three-storey building with commercial premises (currently comprising a Superdrug and Greggs store) at ground floor level with storage on the upper floors.

2.2 Local Highway Network

- 2.2.1 The site is bound by commercial units to the east and west, Piccadilly Gardens to the south and Back Piccadilly to the north.
- 2.2.2 The location of the site in the context of the local highway network is shown in [Figure 2.2](#).

Figure 2.2 : Local Highway Network



Piccadilly Gardens

- 2.2.3 Piccadilly Gardens is an open urban space area in the heart of Manchester City Centre, providing pedestrian access to a number of retail and employment opportunities. Piccadilly Gardens also provides access to an extensive public transport system, including Piccadilly Gardens and Market Street Metrolink Stops and Piccadilly Bus Station.
- 2.2.4 To the east of the site, Piccadilly Gardens provides access to Oldham Street / Piccadilly and to the west provides access to Market Street.
- 2.2.5 A signalised pedestrian crossing is provided across Oldham Street / Piccadilly which provides safe access to bus stops on Oldham Street and Piccadilly. The crossing includes dropped kerbs and tactile paving.
- 2.2.6 The existing signalised pedestrian crossing on Oldham Street is shown in Photograph 2.1.

Photograph 2.1 : Signalised Pedestrian Crossing – Oldham Street



- 2.2.7 Adjacent to the site, Piccadilly Gardens is a heavily pedestrianised area benefiting from good quality surfacing, which allows access for all users, accounting for varying levels and types of disability, including visual impairment.
- 2.2.8 The pedestrianised area of Piccadilly Gardens adjacent to the site are shown in [Photograph 2.2](#) and [Photograph 2.3](#).

Photograph 2.2 : Pedestrianised Area – Piccadilly Gardens (westbound towards Market Street)



Photograph 2.3 : Pedestrianised Area – Piccadilly Gardens (towards site frontage)



Back Piccadilly

2.2.9 Back Piccadilly is a single one-way carriageway and is located to the north of the site, extending on a broadly east-west alignment. Back Piccadilly is accessed from Tib Street to the west and exits onto Oldham Street to the east.

2.2.10 In vicinity of the site, Back Piccadilly has a carriageway width of c.3.1m wide. Footways of c.2m wide and c.1m wide are provided on the north and south side of the carriageway respectively. Back Piccadilly is currently utilised for waste collection arrangements, and includes 'no waiting at any time' and 'no loading at any time' road markings and signage.

2.2.11 Back Piccadilly to the north of the development site is shown in [Photograph 2.4](#) and [Photograph 2.5](#).

Photograph 2.4 : Back Piccadilly / Tib Street (eastbound from Tib Street)



Photograph 2.5 : Back Piccadilly (eastbound towards Oldham Street)



Tib Street

2.2.12 Tib Street is located to the west of the site and extends on a broadly north-south alignment. Tib Street is a one-way carriageway with a width of c.6.6m wide and has c.2-c.3m wide footways on either side.

2.2.13 To the north, Tib Street is accessed from Manchester Inner Ring Road and provides access to Back Piccadilly to the south. Loading bays are provided to the south of Tib Street / Back Piccadilly junction, with vehicle access beyond restricted by bollards.

2.2.14 The loading bays and bollards on Tib Street are shown in [Photograph 2.6](#).

Photograph 2.6 : Tib Street Loading Bays and Bollards



2.2.15 At this location, a pedestrian connection is provided from Tib Street to Piccadilly Gardens / Market Street, comprising c.8.5m wide pedestrianised area that benefits from good quality surfacing, providing access for all users, accounting for varying levels and types of disability, including visual impairment.

2.2.16 Tib Street, close to the junction with Back Piccadilly, is shown in [Photograph 2.7](#) and [Photograph 2.8](#).

Photograph 2.7: Pedestrianised Area - Tib Street (northbound from Market Street)



Photograph 2.8: Tib Street (northbound from Bridgewater Place)



2.3 Modal Split

2.3.1 To provide an accurate representation of the forecast modal split anticipated at the proposed development, the journey to work data for the population working in the site area has been reviewed. The modal split from the 2011 Census for 'Manchester 054E' Middle Super Output Area (MSOA), has been examined and is summarised in [Table 2.1](#).

Table 2.1: Census Travel to Work Data – Modal Split (Manchester MSOA)

Mode of Travel	Percentage
On Foot	53%
Driving a car or van	15%
Bus, minibus or coach	10%
Train	10%
Metro, tram, light rail	7%
Bicycle	4%
Passenger in car or van	1%

It should be noted that Manchester's Metrolink Network has improved since Census 2011 data was release, with several new Metrolink Lines

2.3.2 [Table 2.1](#) indicates that currently 16% of people travel to work by car or van, of which 15% are drivers. The census data also shows that 84% of people travel to work using sustainable modes, including 53% by foot, 10% by bus, 10% by train, 7% by Metrolink and 4% by bicycle.

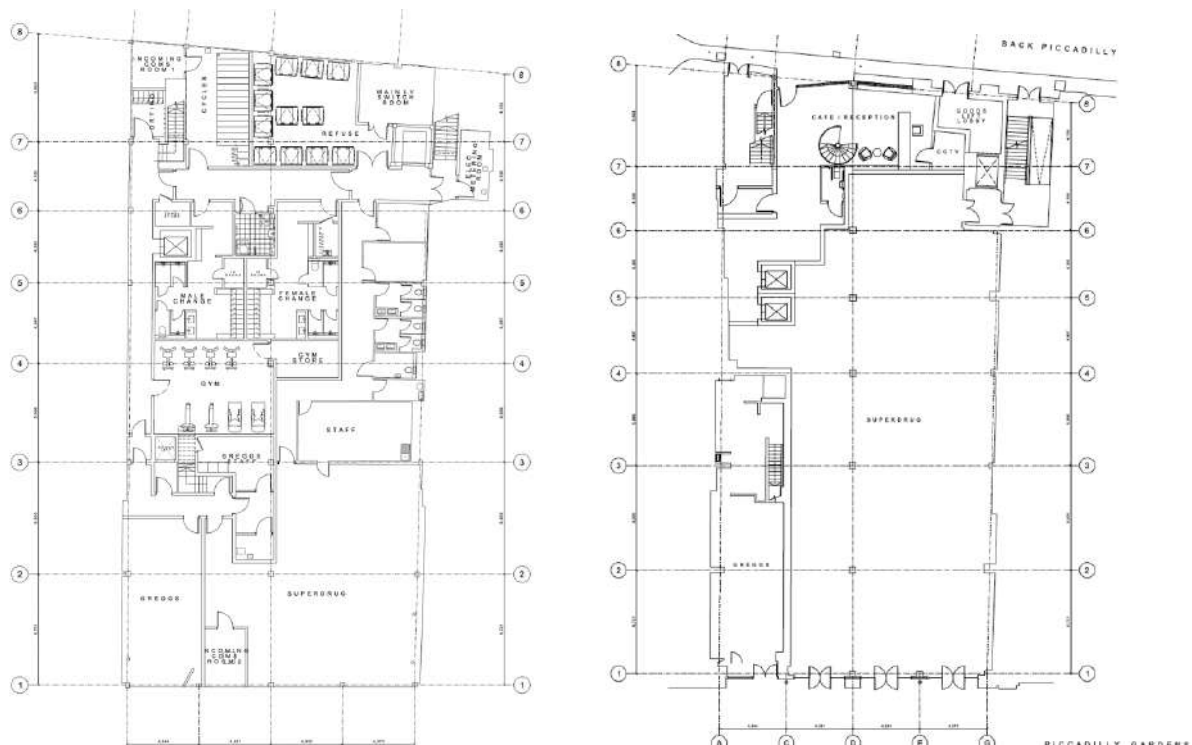
3. Development Proposals

3.1 Proposed Use

3.1.1 The development proposals comprise the retention of the commercial unit on the ground floor, with the conversion of the upper floors into high quality Grade A office accommodation including the sensitive introduction of a third, fourth and fifth floor onto Piccadilly Gardens/Back Piccadilly with a sixth floor set back to provide the opportunity for an attractive roof terrace (Use Class E(g)),

3.1.2 The proposed basement and ground floor site layouts are shown in [Figure 3.1](#).

Figure 3.1 : Proposed Basement and Ground Floor Layout



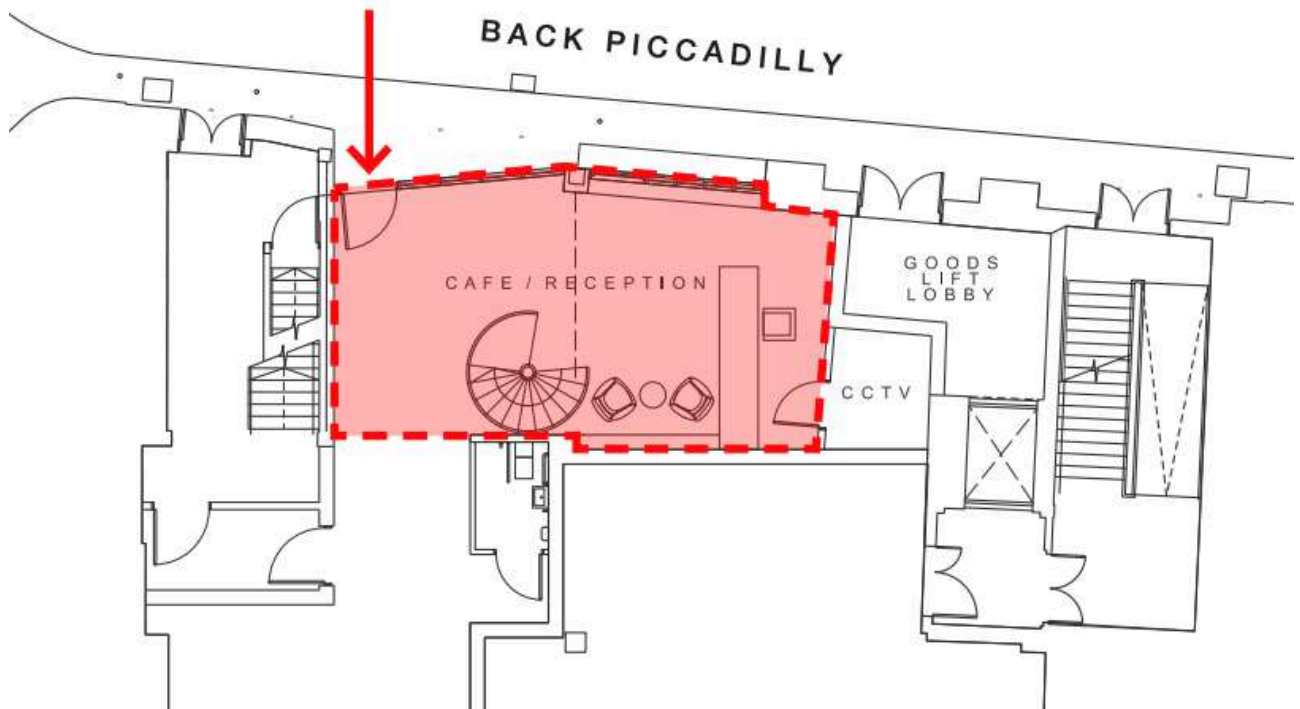
3.1.3 As shown in [Figure 3.1](#), the development proposals include a gym, cycle store, changing facilities and bin store in the basement, and reception/ café area and goods lift lobby area on the ground floor. The on-site facilities will only be restricted to office building staff and occupier, and will not be accessible to the general public.

3.2 Site Access Arrangement

3.2.1 The proposed development is 'car free' (i.e. no car parking is proposed) but cycle storage and shower facilities are proposed as part of works to enhance the building and promote sustainable travel by non-car modes.

- 3.2.2 In terms of access, the proposals include for a main entrance to the proposed offices from Back Piccadilly and retention of the retail frontage onto Piccadilly. The access via back Piccadilly will provide an opportunity to deliver a much-needed boost to the Tib Street / Back Piccadilly street scene and allow for the creation of an active frontage and increased passive surveillance in the area.
- 3.2.3 From Tib Street, pedestrian access to the office will be provided via the existing footway provision along Back Piccadilly, comprising c.2m wide and c.1m wide footway on the north and south side of the carriageway respectively.
- 3.2.4 Whilst it acknowledged that the footway on the southern side of Back Piccadilly is relatively narrow, for pedestrians arriving from Tib Street (via Market Street / Piccadilly Gardens), this would only be over a short (c.5m) section, before the footway width increases to c.2m where the frontage to the office is recessed into the building, as shown in Figure 3.2.

Figure 3.2 : Pedestrian Access from Back Piccadilly



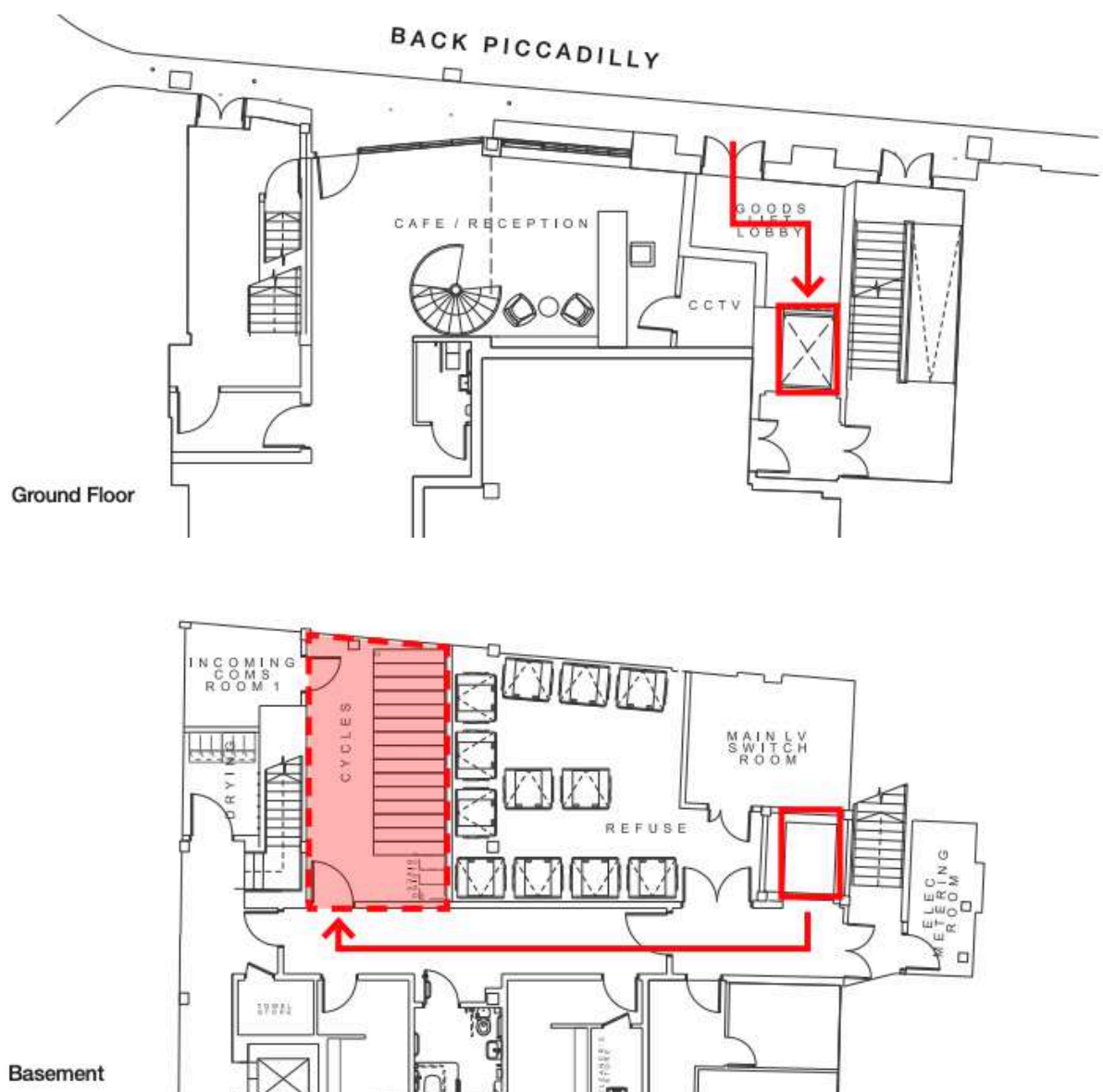
- 3.2.5 The proposals include the continuation of the concrete paving from Tib Street, along Back Piccadilly adjacent to the site boundary.

3.3 Parking Provision

Cycle Parking

- 3.3.1 The development proposals include secure cycle parking located within the basement, with space provided for 40 bicycles. The level of cycle parking provision is equivalent to 1 space per 10 staff, with some additional spaces available to accommodate any increased demand. The occupants will also have access to showers, changing rooms, 52 secure lockers and drying rooms.
- 3.3.2 Access to the cycle store will be provided from Back Piccadilly, via the goods lift, which will reduce conflict with pedestrian movements and negate the need for cyclists to carry their bicycles up/down the stairs. The proposed secure cyclist parking and access strategy from Back Piccadilly is shown in [Figure 3.3](#).

Figure 3.3 : Secure Cycle Parking and Access Strategy



4. Sustainable Accessibility

4.1 Introduction

- 4.1.1 Current Government policy and guidance places significant emphasis on the promotion of sustainable transport modes for all new developments. This forms part of a long-term strategy to reduce the reliance on private car trips.
- 4.1.2 The National Planning Policy Framework (NPPF) sets out the Government's planning policies for England and outlines the important role that transport policies have to play in facilitating sustainable development.
- 4.1.3 Paragraph 105 states that *"significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestion and emissions and improve air quality and public health."*
- 4.1.4 This chapter considers accessibility via sustainable modes of transport to the proposed development site, including access by public transport, cycle and on foot.

4.2 Pedestrian Accessibility

- 4.2.1 Guideline walking distances provided in the Chartered Institution of Highways and Transportation (CIHT) document 'Guidelines for Providing for Journeys on Foot (2000)', are shown in [Table 4.1](#).

Table 4.1 : CIHT Guideline Acceptable Walking Distances

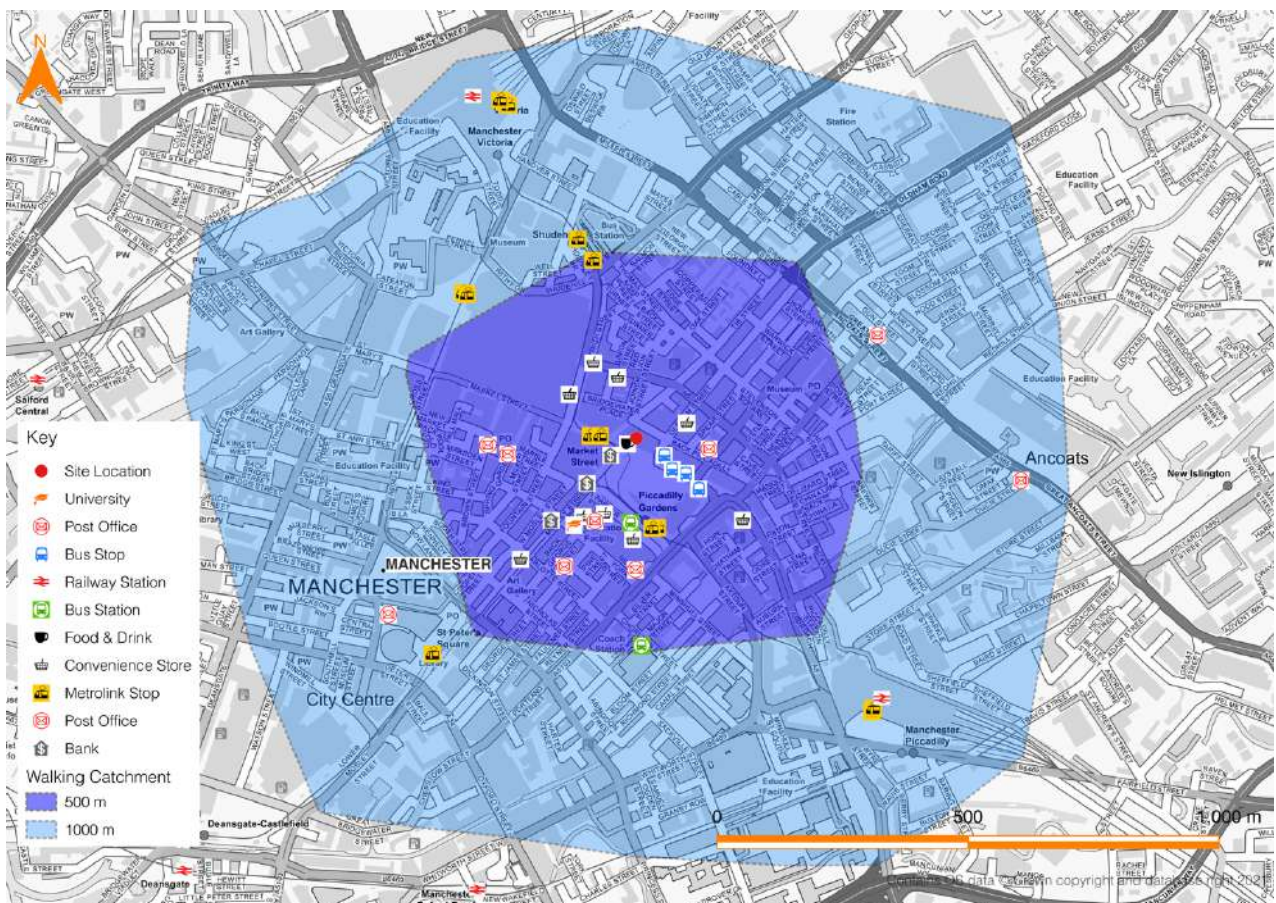
Criteria	Town Centre	Commuting	Elsewhere
Desirable	200m	500m	400m
Acceptable	400m	1,000m	800m
Preferred Maximum	800m	2,000m	1,200m

- 4.2.2 The CIHT guidelines shown in [Table 4.1](#) suggest that for commuting purposes up to 500m is a desirable walking distance, up to 1,000m is considered an acceptable walking distance and 2,000m is the preferred maximum walking distance.
- 4.2.3 Appropriate walking distances are dependent upon the location of the specific development; more remote locations will see people being prepared to walk further to their end destination. Similarly, appropriate walking distances are also dependent upon the standard of existing pedestrian infrastructure provision, with further walking distances achievable in locations with extensive and high-quality pedestrian footways, crossings and pedestrianised areas.

4.2.4 As described previously, there are existing good quality footways and crossing infrastructure available on the local highway network, providing pedestrian links to a range of local amenities and public transport services. The local pedestrian infrastructure also includes raised kerbs at bus stops on Oldham Street and Piccadilly as well as ramped access at Piccadilly Gardens and Market Street Metrolink Stop.

4.2.5 Figure 4.1 presents the local amenities and 500m and 1,000m walking catchments from the site, as specified in CIHT guidance.

Figure 4.1 : Local Amenities Catchment Plan



4.2.6 As shown in Figure 4.1, the site is located within a 500m catchment of local amenities and public transport services, including bus stops on Piccadilly, Piccadilly Bus Station and Piccadilly Gardens and Market Street Metrolink Stop.

4.2.7 Table 4.2 provides an indication of the distances and approximate walking times to public transport services and other local amenities. The distances have been measured from the centre of the site, and the times are based on an average walking speed of 1.4 metres per second and do not allow for waiting time to cross junctions.

Table 4.2 : Local Amenities – Distance and Walking Times

Amenity	Distance (m)	Average Walking Time (mins)
Basement Gym*	0m	0 minutes
Starbucks Coffee*	70m	1 minute
McDonalds*	85m	1 minute
Market Street Metrolink Stop	85m	1 minute
Cash Machine*	100m	1 minute
Pharmacy*	120m	1.5 minutes
Green Space/Open Space*	150m	1.5 minutes
Bus Stops (Oldham Street)	175m	2 minutes
Morrison's Local*	175m	2 minutes
Bus Stops (Piccadilly)	215m	2.5 minutes
Piccadilly Bus Station	230m	2.5 minutes
Piccadilly Gardens Metrolink Stop	280m	3 minutes
Post Office*	400m	5 minutes
Piccadilly Train Station	700m	8 minutes
Victoria Train Station	850m	10 minutes

*Key amenities identified within BREEAM 2018 standards**

4.2.8 In accordance with CIHT guidance, [Table 4.2](#) shows that there are bus stops, and Metrolink stops located within approximately 300m (3-minute walk) of the site. In addition, Piccadilly and Victoria Train station are located within 850m (10-walk) of the site.

4.2.9 A range of other local amenities located with a short walk from the site, includes supermarkets, post offices and pharmacies.

4.2.10 Overall, the development site has been shown to be highly accessible on foot, due to its city centre location, proximity to local public transport services/ local amenities, and connectivity to local footways. Therefore, walking will be a convenient method of travel for commuting trips, particularly as an alternative to private car trips.

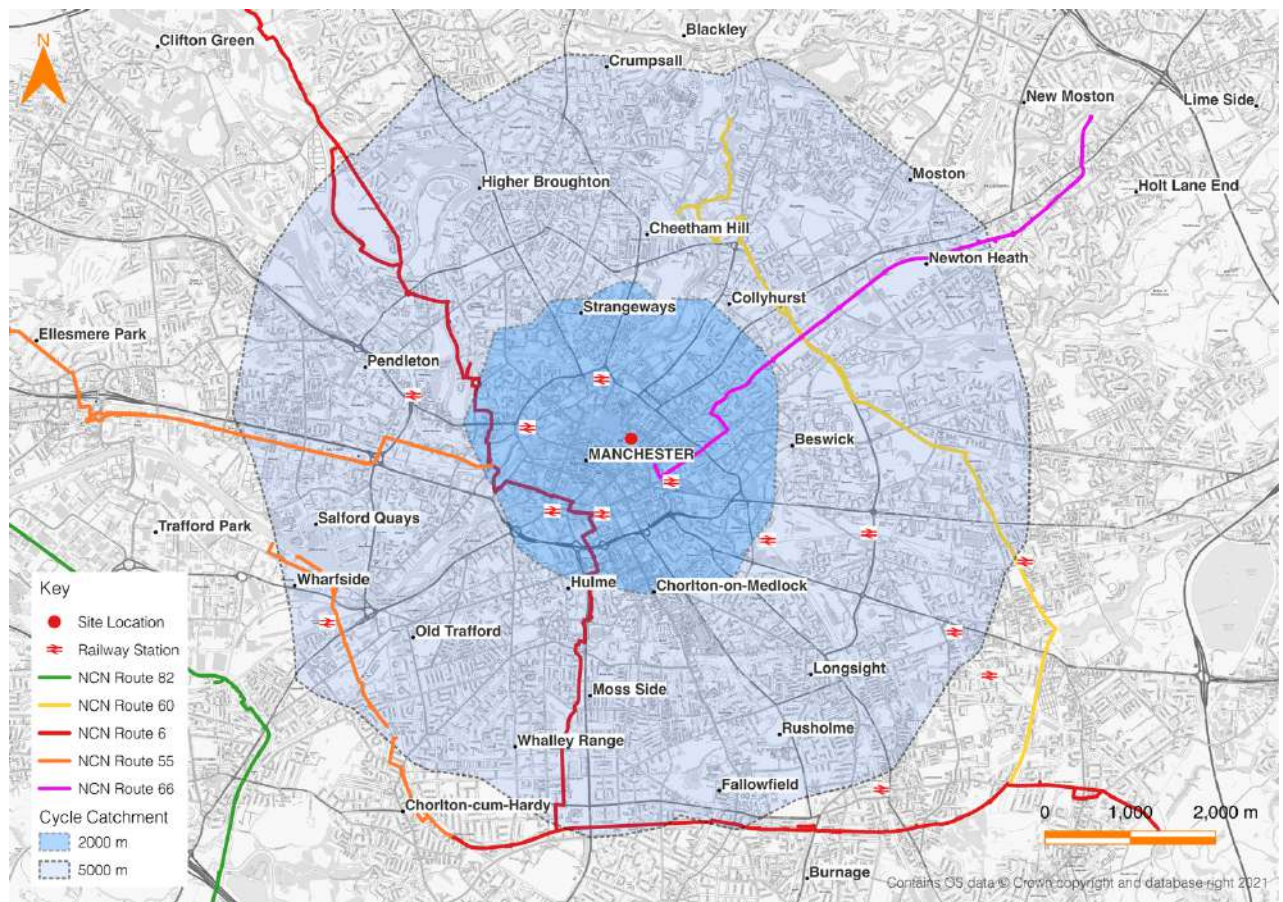
4.3 Cycle Accessibility

4.3.1 As with pedestrian accessibility, the level of a site's cycle accessibility depends upon a combination of the distance from local amenities and the standard of existing cycle infrastructure. It should, however, be noted that that cycle infrastructure can include facilities shared with vehicles and pedestrians as well as dedicated cycle infrastructure.

4.3.2 In respect of acceptable cycle distances, 'Local Transport Note 1/20: Cycle Infrastructure Design', published by DfT, states that *'two out of every three personal trips are less than five miles in length - which is an achievable distance to cycle for most people'*.

4.3.3 **Figure 4.2** presents the cycling catchment area around the proposed development site for 2km and 5km.

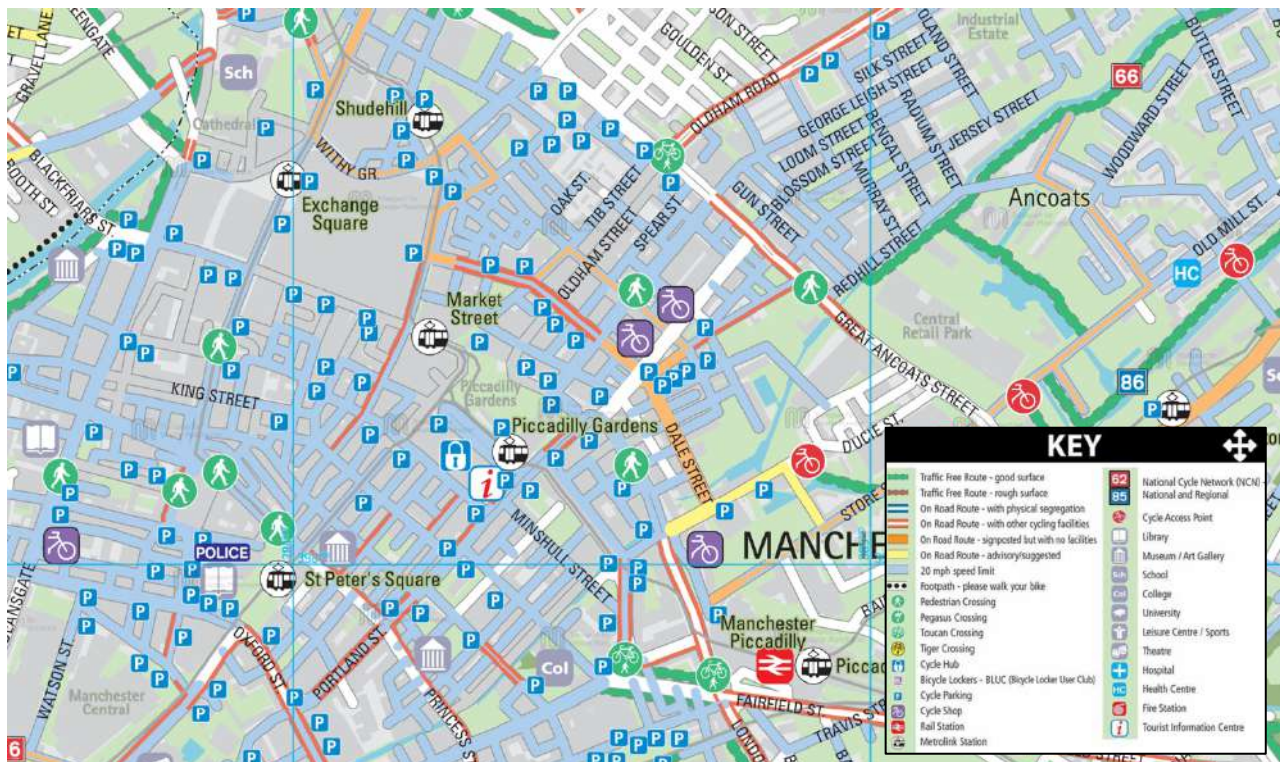
Figure 4.2 : Cycling Catchment Area



4.3.4 As shown in **Figure 4.2**, all of Manchester City Centre is located within a 2km catchment of the site, and further afield, Salford Quays, Trafford, Fallowfield and Newton Heath are accessible within a 5km catchment area. The site benefits from convenient access to National Cycle Network (NCN), including National Cycle Route 66, 6, 55, 82 and 60.

4.3.5 In addition to the NCN cycle routes, there are further cycle routes available on the local highway network, including traffic free routes, signposted routes and advisory routes. The local cycle routes and infrastructure are shown in **Figure 4.3**.

Figure 4.3 : Local Cycle Routes and Infrastructure (source: TfGM)



- 4.3.6 As demonstrated, there is a very good network of cycle routes and infrastructure in vicinity of the site, which will facilitate and encourage cycling.
- 4.3.7 Manchester's proposed 'Bee Network' scheme will expand on the existing cycle infrastructure in the city by providing 1,800 miles of cycling and walking network. The scheme will create safe routes to be used by two modes of sustainable transport; walking and cycling. Manchester Northern/ Eastern Gateway infrastructure is being developed and is located within approximately 50m from the site, providing access to new eastern destinations by sustainable modes of travel.
- 4.3.8 Overall, the development site has been shown to be highly accessible by bicycle, particularly due to the extensive network of national/ local cycle routes, which provide designated cycling links throughout Manchester and surrounding areas. In addition, the occupants will have access to 40 secure cycle spaces, changing rooms, shower cubicles, lockers and drying area.
- 4.3.9 Therefore, cycling will be a realistic method of travel for commuting trips, particularly as an alternative to private car trips, which will be encouraged and facilitated by the development proposals.

4.4 Public Transport Services

Local Bus Services

- 4.4.1 The nearest bus stops are located 175m (2-minute walk) from the site on Oldham Street and is served by 81, 112, 117, 118 and 119 bus services. Bus stops are also located 215m (2.5-minute walk) from the site on Piccadilly and is served by 74, 76, 82, 216, 217 and 231 bus services.
- 4.4.2 The bus stops on Oldham Street and Piccadilly benefit from a sheltered area, bus timetable information and litter bin, as shown in [Photograph 4.1](#) and [Photograph 4.2](#).

Photograph 4.1 : Bus Stop – Oldham Street



Photograph 4.2 : Bus Stops – Piccadilly



4.4.3 Piccadilly Bus Station is also located approximately 230m (2.5 minute) from the site and provides regular frequent bus services to a range of destination across Greater Manchester and locations further afield such as Blackburn and Burnley.

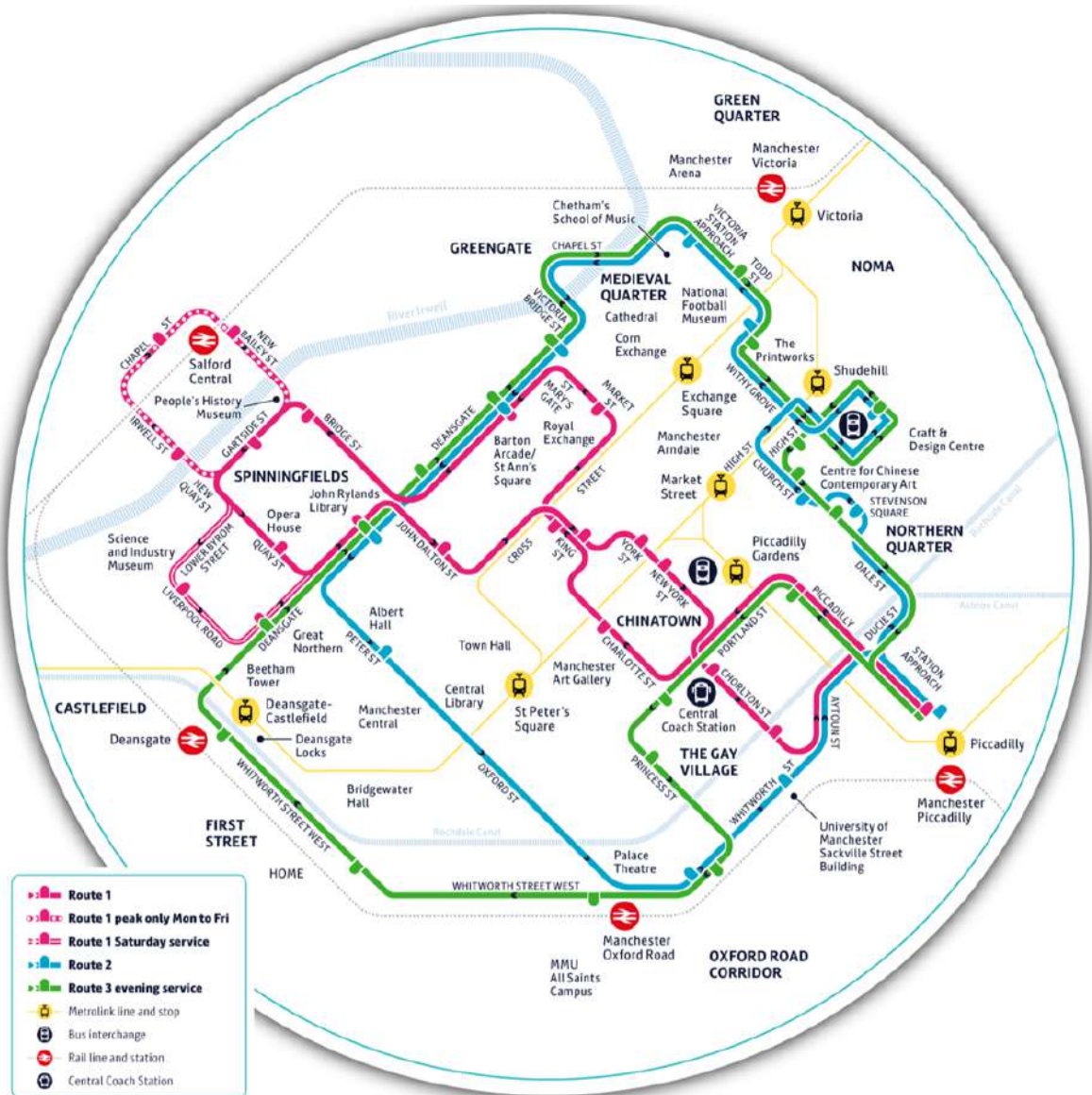
4.4.4 Details of the local bus services from the bus stop on Oldham Street and Piccadilly are shown in [Table 4.3](#).

Table 4.3 : Local Bus Service – Oldham Street and Piccadilly

Service No	Route	Approx. Frequency (buses/hour)			
		AM/PM Peak	Off-Peak	Sat	Sun
81	Piccadilly – Moston – Oldham - Derker	2	2	2	1
112/113/177	Manchester – Moston - Middleton	5	4	4	2
118/119	North Manchester – Blackley – Harpurhey - Manchester	4	6	3	3
74/76/76A	Oldham – Failsworth - Manchester	4	5	5	2
82	Sholver – Oldham - Manchester	4	4	4	2
216	Stalybridge – Ashton - Manchester	5	5	5	3
230/231	Ashton – Hartshead – Clayton - Manchester	4	4	4	2

4.4.1 There are also free bus services around Manchester which operate between the train stations and cover Manchester City Centre; **Figure 4.4** shows the bus routes that operate from Victoria Train Station which is located 850m from the site.

Figure 4.4 : Free Bus Services Route Map (source: TfGM)



Metrolink Services

4.4.2 The nearest Metrolink Station are Market Street and Piccadilly Gardens which are located within 280m (3-minute walk) from the site. Market Street serves the Green Line (Bury – Altrincham), Yellow Line (Bury – Piccadilly) and the Dark Blue Line (Manchester Airport – Victoria). Piccadilly Gardens serves the Orange Line (Ashton-under-Lyne – Media City), Light Blue Line (Ashton-under-Lyne – Eccles) and the Purple Line (Altrincham – Piccadilly). **Figure 4.5** presents the Greater Manchester Metrolink Tram network.

- 4.4.3 The Metrolink services available from Market Street and Piccadilly Gardens operate on a 10 to 20-minute frequency throughout the day.
- 4.4.4 Both tram stops have step free access to all platforms, help points and security camera coverage, as shown in [Photograph 4.3](#) and [Photograph 4.4](#).

Photograph 4.3 : Metrolink Stop – Market Street

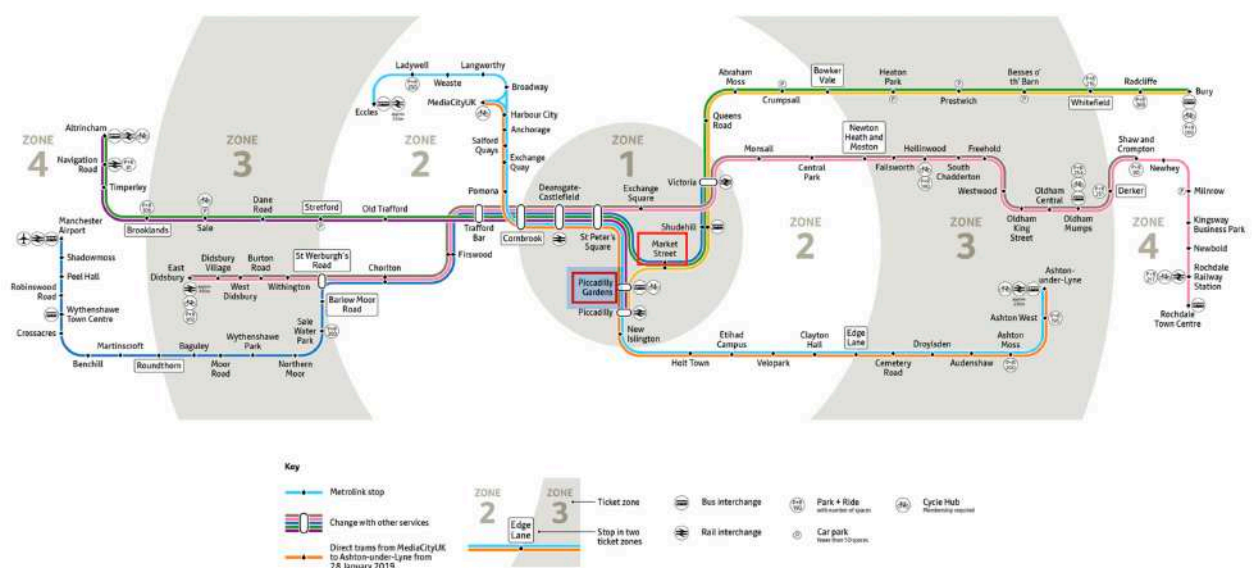


Photograph 4.4 : Metrolink Stop – Piccadilly Gardens



4.4.5 The accessibility of two Metrolink stops from the site, providing frequent services to Manchester City Centre, demonstrates the site's sustainable accessibility by tram, particularly as an alternative to private cars trips for commuting trips.

Figure 4.5 : Metrolink Tram Network (Source: TfGM)



Rail Services

- 4.4.6 Piccadilly Train Station is located approximately 700m (8-minute walk) from the site, with Victoria Train Station located approximately 850m (10-minute walk) from the site.
- 4.4.7 Both train stations provide regular and frequent train services to local destinations within Greater Manchester and destinations throughout the UK such as Liverpool, Leeds, Birmingham and London.
- 4.4.8 Overall, the development site has been shown to be highly accessible by public transport, due to the extensive and high-quality network of bus routes, Metrolink network and train services, which are all located within a short walking distance. Therefore, public transport will provide a realistic and convenient method of travel for commuting trips, particularly as an alternative to private car trips.

4.5 BREEAM 2018 Accessibility Index

- 4.5.1 The BREEAM 2018 Accessibility Index (AI) calculator tool has been utilised to demonstrate the 'AI' of the public transport services located within a short walking distance of the site. For bus services available from Oldham Street and Piccadilly, and Metrolink services from Market Street and Piccadilly Gardens. The AI calculator assigned a score of 19.40, which demonstrates the site has excellent accessibility via sustainable modes of transport. The 'AI' calculations can be found in [Appendix A](#).

5. Overarching Aim, Objectives and Benefits

5.1 Overarching Aim

- 5.1.1 The overarching aim of this FTP is to put in the place the management tools deemed necessary to enable employees to make informed decisions about how they travel to the site, which at the same time minimises the adverse impacts of travel on the environment. This aim is achieved by setting out a strategy for eliminating barriers that keep staff from making use of sustainable modes.
- 5.1.2 Improving transport choices available to people, rather than focusing on providing for the private car, will lead to a more equitable and sustainable development. It will also provide travel options for all the site users, regardless of whether they own a car or not.

5.2 Objectives

- 5.2.1 The transport principles for the site reflect sustainable objectives which can be summarised under the following headings:
- To promote sustainable and active travel to the site for all staff members;
 - Promoting sustainable transport choices for employees and visitors travelling to and from the site;
 - Promoting accessibility to the site by walking, cycling and public transport; and
 - Increasing the awareness of the environmental and social benefits of using alternative modes of transport.
- 5.2.2 It is intended that the objectives of this FTP will be met by identifying and implementing initiatives that provide future employees and visitors a variety of travel choices and, in doing so, reduce the need to travel by private car.

5.3 Benefits

- 5.3.1 By meeting the objectives, the FTP will bring about the following benefits:

Employee Benefits

- Health benefits associated with walking and cycling, including reduced levels of stress;
- The opportunity to save money using alternative modes of travel to the car; and
- Improved quality and reliability of employee journeys to and from work.

Operator Benefits

- An improved compliance with the planning context;
- A demonstration of any environmental credentials;
- An incentive to recruiting and retaining employees; and
- A healthier and more productive work force.

Wider Community Benefits

- On-going reductions in vehicular generated traffic on the local highway network;
- Increasing patronage on existing public transport modes;
- Health benefits associated with walking and cycling;
- A contribution to reduced traffic, congestion, air pollution and accidents; and
- Improving accessibility and travel choice for reaching local facilities.

6. Targets

6.1 Purpose of Target Setting

6.1.1 Targets are the measurable goals by which progress will be assessed. The FTP sets out mode share targets that the occupier will seek to achieve via liaising with MCC and TfGM. These mode share targets are **SMART**; that is **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**ime related.

6.2 Mode Share Targets

6.2.1 Individual modal share targets are outlined in **Table 6.1**. Due to the limited control over modes of travel adopted by visitors, targets are not set specifically for these site users. However, measures outlined in this FTP may also benefit visitors as well as employees.

Table 6.1: Provisional Modal Share Targets

Mode of Travel	Mode Share Targets by Timescales			
	Year 2	Year 5	Year 8	Year 10
Single Occupancy Vehicle (SOV)	15%	10%	7%	5%
Sustainable Travel Modes	85%	90%	93%	95%

6.2.2 The targets outlined in **Table 6.1** aim to achieve a **10%** mode shift from SOV trips to sustainable travel modes (and corresponding 10% uplift in sustainable modes). The actual baseline mode share will be confirmed as part of initial baseline employee travel questionnaire survey for the site. At this stage, these are interim percentages based upon the multimodal trip calculations from Census 2011 data. The mode share targets are subject to change on this basis.

6.2.3 It is recognised that it is not possible to set accurate targets far into the future, even when based on actual mode share data. Given this, it should be acknowledged that the targets for the occupier may change over time as the results of ongoing monitoring become available.

6.2.4 All data collected will be in accordance with local authority standards, to ensure the Travel Plans are being accurately monitored and that targets are being met as per the ambitions of this FTP.

7. Travel Plan Strategy

7.1 Overview

7.1.1 A Travel Plan Co-ordinator (TPC) will be appointed upon occupation of the respective unit. TPC will be responsible for overseeing the management, development, implementation, monitoring and review of their Travel Plan on behalf of the occupier. The TPC position will be in place for a minimum of 5-years.

7.2 Travel Plan Co-ordinator

7.2.1 The TPC will be a part time role (likely to be part of a day-to-day admin role of the business) whose responsibilities will include:

- Acting as a point of contact for all employees;
- Managing the development and implementation of the FTP measures;
- Promoting the objectives and benefits of the FTP;
- Monitoring the success of the targets outlined within this FTP; and
- Reporting the results of the monitoring to Officers at MCC and TfGM as necessary.

7.3 Marketing

7.3.1 Employees will be made aware of the existence of the FTP upon commencement of their employment. The following methods could be used as a means of disseminating information to employees as well as promoting events / campaigns / promotions:

- Employee notice boards;
- Employee newsletters (where possible);
- Employee Travel Pack; and/or
- E-groups and forums.

8. Travel Plan Measures

8.1 Overview

8.1.1 This section of the report will outline the specific physical and management measures which should be undertaken as part of the Travel Plan.

8.2 Promotion and Marketing

8.2.1 Employees will be made aware of the existence of the TP upon commencement of their employment. The following methods could be used as a means of disseminating information to employees as well as promoting events / campaigns / promotions:

- TPC will utilise notice boards to promote the TP;
- Employee newsletters (where possible);
- The TP will be presented and promoted to staff members as an opportunity and possibly a challenge rather than as a chore;
- All staff members employed by the site will be provided with a Travel Pack upon starting employment at the site. This pack will provide staff with the information that they need to make an informed choice with regards to their travel options.
- E-groups and forums; and
- Other means of promoting the TP will also be investigated, which might take the form of staff mailings or other means of communication.

8.3 Travel Database

8.3.1 The TPC will produce and maintain a travel database of the travel characteristics of the staff. The TPC will obtain travel data by asking staff to complete a travel questionnaire on year 2, 3 and 5 during the 5-year period.

8.3.2 The survey would request details of the following (this is not an exhaustive list):

- Normal working hours;
- Mode of travel to work;
- Car availability / ownership;
- Reasons for driving;
- Reasons for not using public transport and other modes;
- Measures that would encourage car sharing, use of public transport or other non-car modes of travel to work;

- Estimates of public transport journey times and cost; and
- Staff profile, including age, gender etc.

8.3.3 All data collected in connection with the TP will be subject to the provisions of the Data Protection Act. In the interests of confidentiality, the TPC alone will hold the database and be responsible for the release of information.

8.3.4 The Travel Survey should be undertaken within 3 months of first occupation. The Travel Survey results also provide a valuable 'baseline' against which the success of the TP in reducing car journey and increasing journey by walking, cycling and public transport will be measured.

8.3.5 A travel survey questionnaire is attached in **Appendix B**.

8.4 Encouraging Walking

8.4.1 In order to encourage walking at the site, the TPC will ensure that workers have received information and advice concerning safe pedestrian routes to and from the site. Workers will also be encouraged to walk by promoting the benefits which include health, reduction in stress, cost and environmental benefits.

8.4.2 Walking routes can be planned via the following links:

<https://www.google.co.uk/maps>

<https://my.tfgm.com/#/planner/>

8.5 Encouraging Cycling

8.5.1 In terms of proposed operational measures, the TPC role will include the promotion of cycling to workers, including providing details of the local cycle routes/ facilities accessible from the development and other relevant information such as bicycle purchase/repair.

8.5.2 Cycle journeys and routes can be planned via the following links:

https://www.cyclestreets.net_cycle.travel/map

<https://my.tfgm.com/#/planner/>

<https://www.sustrans.org.uk>

8.5.3 In addition to planning journeys and routes, there are a number of initiatives in Manchester to encourage and support cycling in the city centre and beyond. These are as follows:

- Transport for Greater Manchester offer a range of cycle riding and maintenance sessions for beginners and experienced cyclists <https://tfgm.com/cycling/training>
- The Ride Social website, provided by British Cycling, lets you organise bike rides or join other peoples' for free <https://www.letsride.co.uk/social>

- The cycling charity Cycling UK can offer a variety of training and mentoring opportunities to help less experienced cyclists build their confidence to travel on the road network <http://www.cyclinguk.org/courses-and-training>

8.6 Promoting Public Transport

- 8.6.1 The promotion of walking and cycling will encourage many workers to adopt these modes, but for those travelling further from the site, public transport provides a more suitable alternative to the private car. A lack of awareness of the facilities available is often cited as a reason for not using public transport facilities.
- 8.6.2 The TPC will therefore ensure that up-to-date public transport frequency information is available to workers to maximise the potential use of these modes.
- **Bus Service** - Bus journeys and ticketing information can be accessed via the following links:
<https://my.tfgm.com/#/planner/>
<https://systemonetravel.co.uk/>
<https://www.gonorthwest.co.uk/fares/>
<https://www.diamondbuses.com/tickets/>
<https://www.stagecoachbus.com/tickets>
 - **Metrolink Service** - Tram journeys and timetables can be accessed at <https://tfgm.com/public-transport/tram>
 - **Rail Services** - Rail journeys can be planned at <http://www.nationalrail.co.uk> or using the National Rail Enquiries app.

8.7 Promoting Car Sharing and Car Hire

- 8.7.1 Car sharing represents a convenient and alternative form of travel with significant potential to reduce the total private mileage and car parking demand.
- 8.7.2 The principal benefits associated with the introduction of a car sharing scheme are considerable and include:
- Reduced travel costs – drivers and passengers can split the costs of travel;
 - Improved access – to areas which aren't accessible through public transport;
 - Meet new people – sharing a car is a great way to meet colleagues, friends and neighbours;
 - Reduced congestion – by sharing cars you can do your bit to help reduce congestion in the area;
 - Reduced pollution – cutting congestion will also help to reduce pollution; and

- Reduced Carbon Dioxide emissions – which in turn will help to reduce the development of global warming.

8.7.3 Staff and visitors will be provided with details of publicly accessible databases and websites that provide the opportunity for people to car share in the wider area. These may include:

- <https://gocarshare.com/>
- <https://liftshare.com/uk>

8.8 Car Alternatives

8.8.1 It is understood that sometimes access by car is necessary. Staff and visitors will also be provided the details of local minicab/ taxi firms, as necessary.

8.9 Liaising with Stakeholders

8.9.1 Once appointed, contact details of the TPC will be shared with MCC, TfGM and local transport operators.

8.9.2 It will be necessary for the TPC to liaise with local planning authorities and local public transport operators on a regular basis to obtain information and share ideas, review the existing TP, to monitor the effectiveness and to agree new measures required to meet the TP aims, objective and targets.

8.9.3 The TPC will seek to negotiate with local transport operators to receive a discounted travel card for employees traveling to work via public transport.

8.9.4 As part of the TPC role, they would need to liaise with other interested parties which can include sharing ideas with other adjacent businesses or developments, working with a transport authority to obtain/development information to pass on to users and liaising with other groups such as cycle user groups.

8.10 Reporting

8.10.1 Respective Travel Plan reviews will be undertaken at Year 2, Year 3 and Year 5, following the staff travel surveys. These will provide an opportunity for the TPC to assess the progress of their Travel Plan. This will outline the results of the monitoring in the preceding period, measures that have been implemented and any suggested changes to targets and measures as a result of the survey data.

8.10.2 If the targets and measures outlined in the annual monitoring reports are not being achieved, the potential for introducing remedial actions will be explored. The actions could include increasing the working time allocated to the TPC position or offering personalised travel planning to staff.

9. BREEAM Travel Plan Measures

9.1 Measures

9.1.1 In accordance with BREEAM 2018, the sustainable transport measures identified within Tra 02 have been considered when developing the travel plan. Additional BREEAM credits are achievable through the implementation of these sustainable transport measures.

9.1.2 **Table 9.1** demonstrates that all relevant sustainable transport measures have been considered and shows which measures/ credits will and will not be implemented/ achieved within the site.

Table 9.1 : BREEAM Measures

Measure	Action / Consideration
Negotiation with local bus, train or tram companies an increase in the local service provision for the development	The TPC will liaise with local transport providers and will seek to negotiate improved services.
Provision of a public transport information system in a publicly accessible area	The TPC will ensure up to date transport information is provided within communal areas via notice boards.
Provision of electric recharging stations	The site will remain as a car-free development.
Provision of parking priority spaces for car sharers	The site will remain as a car-free development.
Consultation with the local authority on the state of the local cycling network and on improvements	The TPC will liaise with local transport providers and will seek to negotiate improved services.
Provision of dedicated and convenient cycle storage	The site will deliver secure cycle parking located within the basement of the building. The site will include 39 secure cycle spaces inclusive of 3 folding cycle spaces.
Provision of cyclists' facilities	Cyclist facilities will be provided within the development proposals. This will include, showers, changing rooms, lockers and drying rooms.
Restrictions or charging for car parking	It is not necessary for the site to include parking restrictions or charging.

Measure	Action / Consideration
Pedestrian and cyclist friendly (for all types of user regardless of the level of mobility or visual impairment) with the provision of cycle lanes, safe crossing points, direct routes, appropriate tactile surfaces, good lighting and signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes	The site is located on Piccadilly Gardens, which is an open urban space area in the heart of Manchester City Centre. As such the pedestrian infrastructure surrounding the site is of a significant high standard. The development proposals include for a main entrance to the proposed offices from Back Piccadilly. This would provide an opportunity to deliver a much-needed boost to the Tib Street / Back Piccadilly street scene and allow for the creation of a green / active frontage, facilitating the re -activation of Back Piccadilly itself.
Provision of suitable taxi drop-off or waiting areas	It is not considered necessary for the development to provide a taxi-drop off area.

10. Monitoring and Review

10.1 Overview

10.1.1 Monitoring of the Travel Plan has the following key roles led by the TPC:

- To provide feedback to allow the Travel Plan to be developed; and
- To measure the level of success in meeting identified targets of this TP using key performance indicators

10.1.2 A strategy for undertaking the monitoring and review is outlined in this section.

10.2 Monitoring Strategy

10.2.1 The Travel Plan once prepared by the occupier will be submitted to the Local Planning Authority, MCC and TfGM. Once submitted, it is expected that MCC and TfGM will provide written comments on the report, which may lead to modifications to the original measures if required.

10.2.2 The monitoring programme will begin with the initial baseline employee travel questionnaire survey, to be undertaken within 6 months occupation. Further surveys will be completed within year 2, 3 and 5 up to year 5 which will be carried out to monitor progress towards the interim and final targets of the Travel Plan.

10.2.3 The surveys undertaken will also confirm the number of employees surveyed, the number of respondents, the date of survey, the type of survey used and how the modal split has been calculated.

10.2.4 Monitoring of the following will also be useful to judge whether the implementation or proportion of certain measures would benefit from modification. The following will also be monitored as part of the programme:

- A record of employee registration numbers and inclusion of a count of car parking utilisation when undertaking the travel questionnaires to monitor general uptake by employees and visitors; and
- Usage of cycle parking, in order to inform views on its ongoing ability to satisfy demand.

11. Action Plan

11.1.1 An example 'Action Plan' is outlined in [Table 11.1](#) for adoption in individual detailed Travel Plans. This provides a schedule of the key actions detailed within this TP in terms of who is responsible and their timescale. All actions are directed at influencing travel patterns to achieve the stated targets in-line with the objectives.

Table 11.1 : Travel Plan Action Plan

Measure	Responsibility	Timescale
Appointment of TPC	Occupier	Upon occupation
Provision of sustainable travel information	TPC	Upon occupation
Preparation of detailed Travel Plan with baseline traffic survey information and issue to MCC and TfGM	TPC	Within 3 months of occupations
General promotion of sustainable travel opportunities	TPC	Ongoing
Keep up-to-date record of employee car registration details and spot checks of car parks	Occupier / TPC	Ongoing
Monitor usage of internal cycle parking	Occupier / TPC	Ongoing
Undertake Year 2 employee travel questionnaire surveys	TPC	Year 2 anniversary of occupation
Undertake Year 3 employee travel questionnaire surveys	TPC	Year 3 anniversary of occupation
Undertake Year 5 employee travel questionnaire surveys	TPC	Year 5 anniversary of occupation
Update Travel Plan with survey and monitoring findings for the preceding period and issue to the MCC and TfGM	TPC	Within 6 months of survey

APPENDICES

APPENDIX A

BREEAM Accessibility Index Calculator

BREEAM 2018 Tra01/02 Accessibility Index calculator



Using the drop down boxes make the relevant selections and press the 'Select' button

Building type: Offices/Industrial

No. nodes required: 4

Select

NODE 1

Public transport type	Rail										
Distance to node (m)	85										
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10	
Average frequency per hour	3	3	3								

NODE 2

Public transport type	Bus										
Distance to node (m)	175										
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10	
Average frequency per hour	2	5	4								

NODE 3

Public transport type	Bus										
Distance to node (m)	215										
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10	
Average frequency per hour	4	4	5	4							

NODE 4

Public transport type	Rail										
Distance to node (m)	280										
	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10	
Average frequency per hour	3	3	3	3							

Accessibility Index 19.40

APPENDIX B

Example Travel Survey

Staff Travel Survey

Thackeray Investments is committed to the use and promotion of sustainable transport, and we are constantly looking for ways to enhance the sustainable travel opportunities.

To assist in this process the following questionnaire seeks to understand how staff currently travel, and how we can address your needs/concerns regarding sustainable modes of travel.

This questionnaire will only take a few minutes to fill in. We do not require any personal details.

1. How far do you typically travel to work?

- ☐ Less than 2km
- ☐ Between 2km and 5km
- ☐ More than 5km

2. How do you usually travel to work?

- ☐ Car as driver (Please answer Question 3 and 4)
- ☐ Car as passenger
- ☐ Motorcycle
- ☐ Train
- ☐ Bus
- ☐ Taxi
- ☐ Bicycle
- ☐ Walk
- ☐ Other (please specify) _____

3. If you drive, why do you usually travel to work by car?

- ☐ Essential to use a car during the working day
- ☐ Dropping off/collecting children
- ☐ Get a lift
- ☐ Health reasons
- ☐ Personal security
- ☐ Cost
- ☐ Lack of an alternative
- ☐ Reliability
- ☐ Other (please specify) _____

4. Which of the following (if any) would encourage you to CAR SHARE for your journey to work?

(Please tick all that apply)

- ☐ Help in finding a suitable car share partner
- ☐ Alternative lift home if let down by the car sharer
- ☐ Parking permit for car sharers
- ☐ Other (please specify) _____

5. Which of the following (if any) would encourage you to use the BUS for your journey to work?

(Please tick all that apply)

- ☐ More reliable service
- ☐ More direct routes
- ☐ More frequent services
- ☐ Cleaner/smarter buses/trains
- ☐ Cheaper fares
- ☐ Annual season ticket loan
- ☐ Improved or more frequent park and ride service
- ☐ Better quality waiting environments at bus stops
- ☐ Better security at bus, train stations
- ☐ Cleaner/smarter bus, train stations
- ☐ Easier access to timetable information
- ☐ Having my journey planned for me
- ☐ Frequent shuttle bus to train station
- ☐ Other (please specify) _____

6. Which of the following (if any) would encourage you to CYCLE for your journey to work?

- ☐ Improved cycle path/lanes on the journey to work
- ☐ Improved and secure cycle parking
- ☐ Improved changing facilities, showers and lockers at work
- ☐ Improved street lighting
- ☐ Interest free loan to purchase a bicycle
- ☐ Discount at cycle shops
- ☐ Cycling refresher course
- ☐ Map of cycle routes
- ☐ Other (please specify) _____

7. Which of the following (if any) would encourage you to WALK for your journey to work?

- ☐ Better quality footpaths
- ☐ Safer routes

- ☐ Improved road safety
- ☐ Availability of a walking partner
- ☐ Walking maps
- ☐ Financial incentives
- ☐ Improved road crossing facilities
- ☐ Other (please specify) _____

Thank you for your time. Please return your completed survey to the Travel Plan Coordinator



keep up with mode:



Birmingham
☎ 0121 794 8390

London
☎ 020 7293 0217

Manchester
☎ 0161 464 9495

Reading
☎ 0118 211 8180