

**FRAMEWORK TRAVEL PLAN
CHANGE OF USE FROM OFFICE TO FLEXIBLE OFFICE AND EDUCATION USE
5TH FLOOR BARLOW HOUSE
MINSHULL STREET
MANCHESTER
M1 3DZ**

REPORT CONTROL

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1.0 INTRODUCTION

1.1 Purpose of Framework Travel Plan

- 1.1.1 This Framework Travel Plan (FTP) has been prepared by ADL Traffic and Highways Engineering Ltd on behalf of Arden University to support an application for full planning permission for the following development:

“Change of use at 5th floor level from office to flexible use for office (Use Class E) and education (Use Class F.1).

- 1.1.2 Manchester City Council (MCC) is the local planning authority. This Travel Plan has been designed as per Transport for Greater Manchester’s Travel Plan Toolkit.
- 1.1.3 The implementation of the Travel Plan is seen as a positive initiative by the Developer to provide travel choice and enhance, where appropriate, the accessibility to the site. It should make a positive contribution towards reducing the need to travel by car.

1.2 Scope of Study

- 1.2.1 The measures identified in this FTP relate to students and staff of the proposed development. The space will allow for 120 students and nine staff members.
- 1.2.2 The development is Car-Free and as such single occupancy car trips will be minimal. Nonetheless, a range of measures are outlined in this TP to encourage site users to travel by sustainable modes of transport.
- 1.2.3 Visitor travel behaviour is mainly influenced by the facilities provided for their use, including footways, cycle parking provision and access to public transport. Some measures set out in this plan would benefit guests and help achieve the aims and objectives of the TP to reduce single car occupancy trips, but these cannot be set targets.

1.3 Planning Policy

National Planning Policy Framework (2021)

- 1.3.1 Regarding Travel Plans, Chapter 9 (Promoting sustainable transport), paragraph 113 states:

“All developments that will generate significant amounts of movement should be required to provide a travel plan.”

- 1.3.2 A Travel Plan is defined as:

“A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed.”

Manchester’s Core Strategy Development Plan (July 2012)

- 1.3.3 Manchester’s Core Strategy was adopted on 11 July 2012 and is the key Development Plan document in the Local Development Framework. Policy T1, Sustainable Transport, states that development should encourage modal shift away from car travel to public transport, cycling and walking.
- 1.3.4 Policy T2, Accessible areas of opportunity and need, states that development proposals should include proportionate travel plans. As such, this travel plan has been produced to encourage sustainable travel by site users.
- 1.3.5 Appendix B includes the minimum cycle parking standards, which are as follows for higher and further education:

Proposed Higher Education Use

• Staff:	1 per 5 members of staff	2 spaces
• Students:	1 per 3 students	40 spaces
• Total:		42 spaces

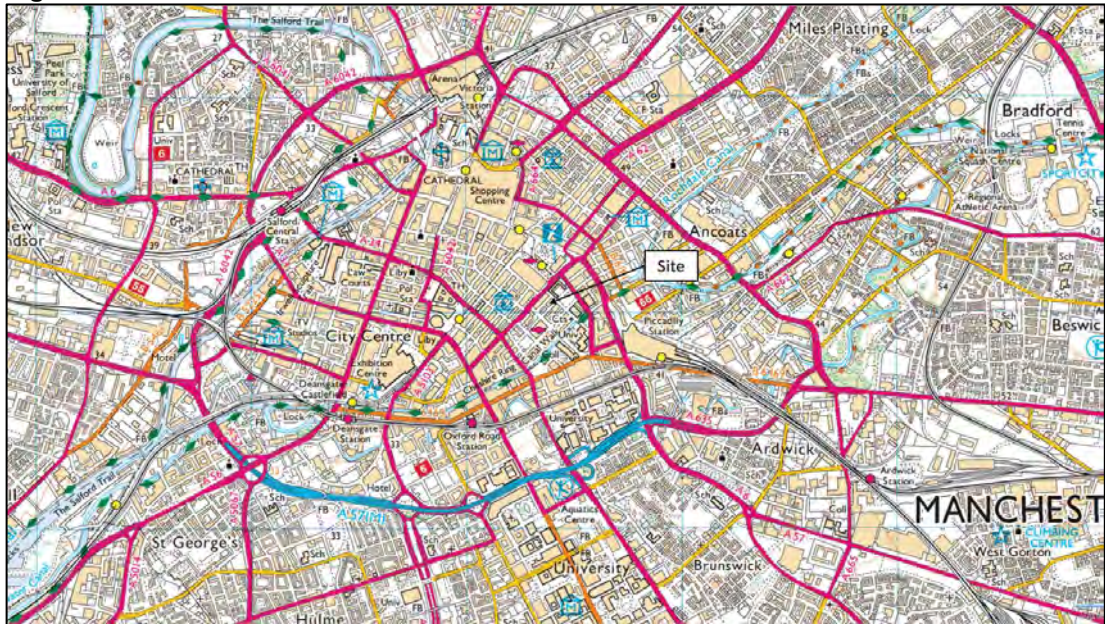
- 1.3.6 It is proposed to provide 42 cycle parking spaces in the form of two-tier racks, close to the building entrance, fronting Major Street. This would be covered, secure, lit and accessible to students and staff.

2.0 PROPOSED DEVELOPMENT

2.1 Site Location

- 2.1.1 The site is located at Barlow House, Minshull Street, Manchester City Centre. The site postcode is M1 3DZ. The site location is shown in Figure 2A.

Figure 2A Site Location



- 2.1.2 The application relates to the 5th Floor of Barlow House, with a floorspace area of 523 sqm. Two floors of the building are already occupied by Arden University and the 5th Floor currently was most recently in office use. The previous occupant has now vacated the property.
- 2.1.3 Barlow House is located between four roads: Minshull Street to the northeast, Silver Street to the northwest, Gold Street to the southwest and Major Street of the southeast.
- 2.1.4 The area has a mix of uses from education to offices, to hospitality, to residential. The Britannia Hotel and two bars are located to the west Barlow House. A number of offices are based around the site providing a range of services. Educational use is also established in the area, both within the existing building and to the south, where the Scholars School System is based.
- 2.1.5 The site and surrounding area are shown in Figure 2B.

Figure 2B Site and Surrounding Area



2.2 Proposed Development

2.2.1 This application seeks full planning permission for the following development:

“Change of use at 5th floor level from office to flexible use for office (Use Class E) and education (Use Class F.1).

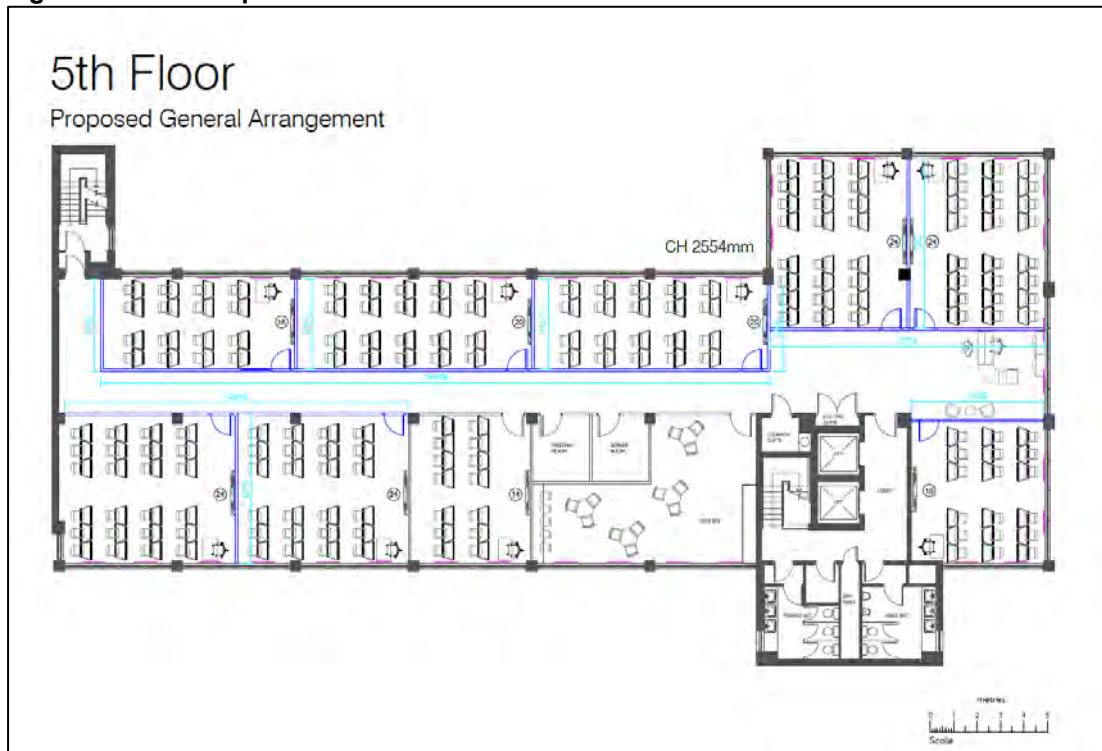
2.2.2 This will involve the following:

- The proposed change of use of 5th floor level (523sqm) from office to flexible off and education use for Arden University;
- The site will bring forward nine additional staff across academic and professional services;
- A maximum of nine classes will take place at any given time, with an average of 20 students in each class;
- A total of 120 students would be in attendance at any time;
- Operational hours will run from 09:00 – 13:00, 13:30 – 17:30, 17:30 – 21:30 Monday to Friday;
- 42 cycle spaces will be provided;

- Aside from the introduction of additional cycle parking spaces in the existing car parking area, no physical changes are proposed;
- No changes are proposed to the servicing arrangements.

2.2.3 The proposed 5th floor plan is shown in Figure 2C.

Figure 2C Proposed Floor Plan



2.2.4 As per the existing situation, the development will be car free. Cycle parking is provided to meet the Council's standards for higher education use. Site users would not be permitted to use the car parking spaces fronting Silver Street.

2.2.5 It is proposed to provide 42 cycle parking spaces in the form of two-tier racks, close to the building entrance, fronting Major Street. This would be covered, secure, lit, and accessible to students and staff. A plan of the proposed cycle parking is provided as Appendix 1.0.

2.3 Predicted Travel Patterns

- 2.3.1 As mentioned previously, the space will allow for 120 students and nine staff members at any time. It is anticipated that students and staff will arrive via walking, cycling, or public transport (as per the existing situation), given the highly accessible location of the building.
- 2.3.2 Using TRICS database, the mode split of trips of students and staff to/from the site can be predicted. The mode split is provided as Appendix 2.0.
- 2.3.3 It should be noted that there are no car free sites in TRICS for land use college / university, therefore the mode split has been adjusted to take into account the lack of single / multi vehicle occupants. The indicative mode split is summarised in Table 2A.

Table 2A Indicative Mode Split

Mode	Mode Split from TRICS (%)	Adjusted Mode Split (%)
Pedestrians	47.5%	76.5%
Cyclists	2.7%	4.4%
Single Vehicle Occupants	20.6%	0%
Multi Vehicle Occupants	17.4%	0%
Bus/Tram Passengers	9.5%	15.2%
Coach Passengers	0.1%	0.2%
Total Rail Passengers	2.3%	3.7%
Total	100%	100%

- 2.3.4 Table 2A shows that 76.5%% of students and staff would likely travel to the site on foot; 4.4% of students and staff would travel by cycle; and 19.1% would travel by public transport.
- 2.3.5 The mode split would be determined by undertaking baseline travel surveys once the site is occupied and operational. Travel surveys are discussed in more detail in Section 7.0.

3.0 AIMS AND OBJECTIVES

Aims

- 3.1 The aim of this TP is to limit non-essential car trips to the site and increase the proportion of trips undertaken by bicycle, on foot or public transport.
- 3.2 This in turn will help reduce the development's impact on local air quality and traffic noise. Through a range of initiatives, the TP will help to manage the travel needs of students and staff and help to increase knowledge of the range of travel options available by which the site can be accessed.

Objectives

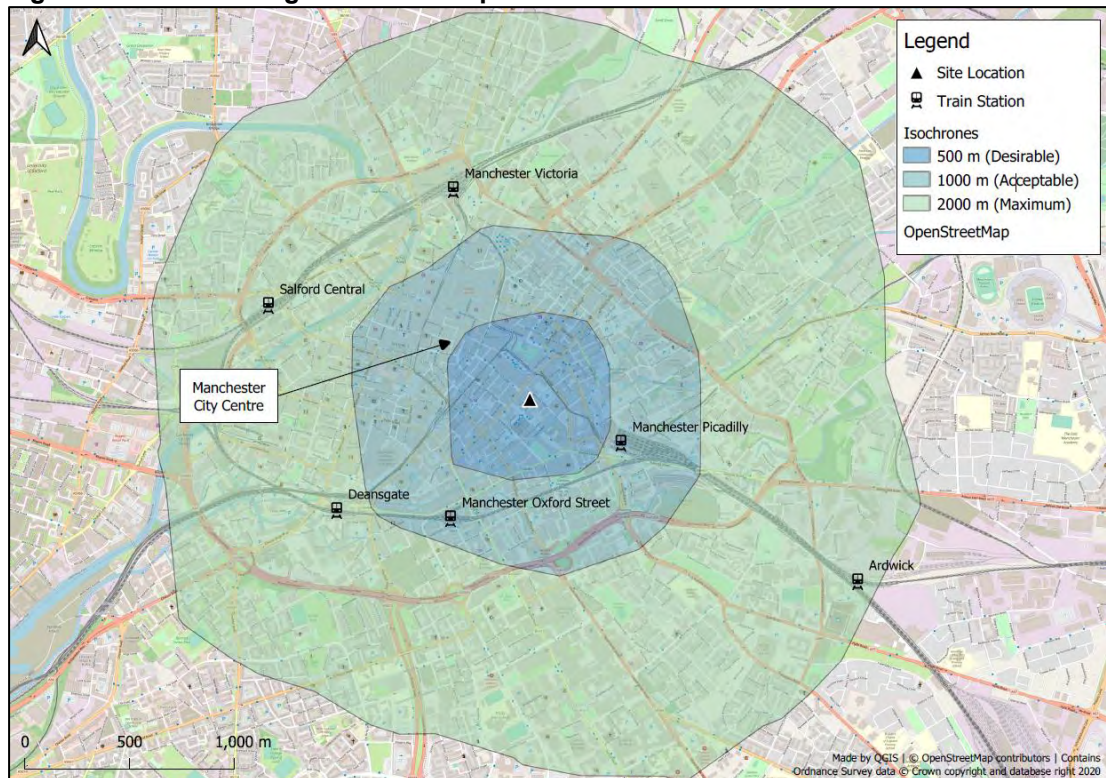
- 3.3 The objectives of this TP are to:
- Specify measures and targets to encourage students and staff to use travel modes other than the car, particularly single occupant car travel;
 - Promote the use of public transport, walking and cycling;
 - Promote walking and cycling as part of a healthy lifestyle; and
 - Contain the transport impacts of the site (including parking, loading, and unloading) to within the curtilage of the site and reduce the impact of the site on surrounding on-street parking.
- 3.4 This TP will be implemented, monitored, and reviewed through a Travel Plan Coordinator (TPC). The TPC's responsibilities include undertaking annual travel surveys of staff, monitoring the TP, and ensuring mode split targets are met.
- 3.5 The measures identified relate to students and staff. Visitor travel behaviour is influenced by the measures and facilities provided for their use, but these cannot be set targets.

4.0 SITE ACCESSIBILITY

4.1 Walking

- 4.1.1 The site is located within a mature city centre environment. As such, the pedestrian infrastructure in the vicinity of the site is considered to be excellent. Provision of footways, crossing points and street lighting throughout is conducive to facilitating pedestrian trips.
- 4.1.2 There are at least two-metre footways around the perimeter of Barlow House, on Minshull Street, Silver Street, Gold Street, and Major Street. There are dropped kerbs across all surrounding junctions to footways on opposite side of the carriageways.
- 4.1.3 Beyond the site bounds, to the north there are signal controlled pedestrian crossing with dropped kerbs and paving, across Portland Street, which provides access to Piccadilly Gardens metro stop, and northbound bus stops on Portland Street.
- 4.1.4 There are signal controlled pedestrian crossings across A6 Aytoun Street which leads to pedestrian bridge over London Road, to provide access to Manchester Piccadilly Railway Station.
- 4.1.5 The footways on Major Street, lead to bus stop on Chorlton Street, and Manchester Coach Station.
- 4.1.6 According to the Chartered Institute of Highways and Transportation (CIHT) *Providing for Journeys on Foot* report (2000), two kilometres is considered the maximum preferred walking distance for local journeys. This extent is shown in Figure 4A.

Figure 4A Walking Isochrone Map



4.1.7 Figure 4A demonstrates that the site is located in a very sustainable location in Manchester City Centre. There is therefore an abundance of amenities within walking distance of the site, which would be of benefit to the students and staff of the development.

4.1.8 Figure 4A also shows that several railway stations are within walking distance of the site. There are also several tram stops within walking distance of the site. This promotes the use of these modes of transport to and from the site, from within Manchester, and farther afield.

4.1.9 Overall, the pedestrian infrastructure in the immediate vicinity of the site is considered to be excellent.

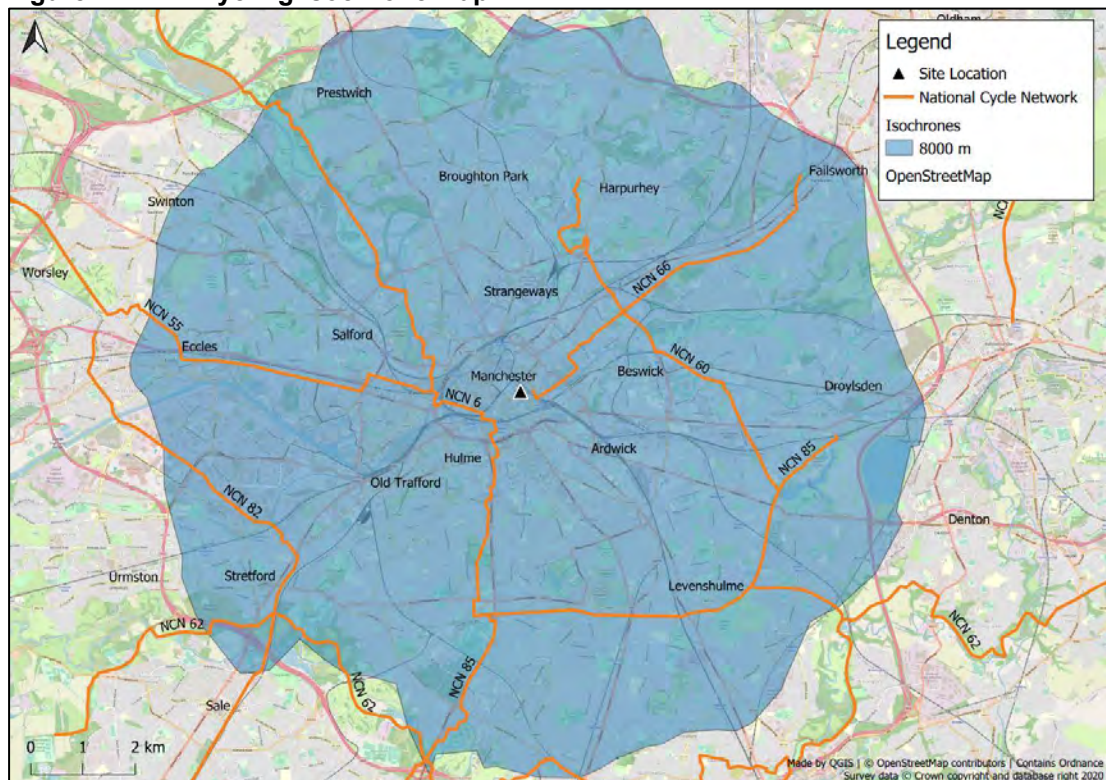
4.2 Cycling

4.2.1 Many of the streets within the vicinity of the site are subject to 20mph speed limit and operate a one-way system. They are therefore considered to be suitable for cycling.

4.2.3 The site is approximately 450 metres from the National Cycle Network (NCN) Route 66, at London Road and Store Street. This is predominately traffic-free cycle route along the Rochdale Canal. Other NCN routes which pass through Manchester City Centre include NCN Route 6, 50 and 60. These routes are shown in Figure 4B.

4.2.4 According to the DfT's LTN 1/20 *Cycle Infrastructure Design*, eight kilometres is considered a suitable distance to cycle for local journeys. This extent is shown in Figure 4B.

Figure 4B Cycling Isochrone Map



4.2.5 Figure 4B shows the extent which is considered to be within cycling distance of the site. This is the extent to which site users could be expected to cycle to/from the site.

4.2.6 Overall, the site's accessibility by cycling is considered to be very good. This, in combination with the cycle parking provision provided as part of the development, is conducive to the uptake of cycling as a mode of travel to and from the site.

4.3 Bus

Local Services

4.3.1 According to CIHT's *Buses in Urban Development* report (2018) 250 metres is considered the maximum walking distance to bus stops in town/city centre locations. Within this distance from the site, there are the following bus stops:

- Portland Street (Stop CK + CU)
- Chorlton Street (Stop EV + EZ)
- Manchester Coach Station

4.3.2 The location of these bus stops is shown in Figure 4C.

Figure 4C Bus Stop Locations



4.3.3 A summary of the bus routes that serve these stops is provided in Table 4A below.

Table 4A Bus Services

Service №	Route	Frequency		
		Mon-Fri	Sat	Sun
3 Free Bus	Manchester City Centre - Castlefield - Shudehill circular	6 / hr	6 / hr	5 / hr
15	Flixton - Urmston - Stretford - Hulme - Piccadilly Gardens	3 / hr	1 / hr	1 / hr
18	Langley - Middleton - Blackley - Manchester Royal Infirmary	6 / hr	4 / hr	4 / hr
33	Shudehill - Ordsall - Weaste - Eccles - Winton - Worsley	2 / hr	1 / hr	1 / hr
33B	Brookhouse Estate - Langworthy - Ordsall - Shudehill	2 / hr	2 / hr	1 / hr
34/34A	Bryn - Golborne - Leigh - Salford - Piccadilly Gardens	2 / hr	2 / hr	2 / hr
38	Logistics North - Swinton - Salford - Piccadilly Gardens	6 / hr	6 / hr	2 / hr
41 CrossCity	Middleton - Higher Blackley - Bowker Vale - Didsbury - Sale	3 / hr	3 / hr	2 / hr
42	Piccadilly Gardens - Didsbury - Heaton Mersey - Stockport	2 / hr	2 / hr	1 / hr
42A	North Reddish - Heaton Chapel - Piccadilly Gardens	2 / hr	2 / hr	1 / hr
42B/42C	Piccadilly Gardens - Cheadle - Cheadle Hulme - Woodford	2 / hr	2 / hr	1 / hr
43	Manchester Airport - Wythenshawe - Piccadilly Gardens	6 / hr	6 / hr	2 / hr
44	Piccadilly Gardens - Withington - Wythenshawe Hospital	1 / hr	1 / hr	-
85/85A/86	Chorlton - Whalley Range - Hulme - Piccadilly Gardens	6 / hr	6 / hr	3 / hr
101	Piccadilly Gardens - Moss Side - Baguley - Wythenshawe	4 / hr	4 / hr	3 / hr
102/102	Chorlton - Withington - Moss Side - Piccadilly Gardens	4 / hr	4 / hr	2 / hr
108	Timperley - Brooklands - Northern Moor - Piccadilly Gardens	3 / day	-	-
111	Chorlton - Withington - Moss Side - Piccadilly Gardens	6 / hr	6 / hr	3 / hr
113	Middleton - Greengate - Moston - Piccadilly Gardens	1 / day	-	-
114	Albert Square - Moston - Greengate - Middleton - Boarshaw	3 / hr	2 / hr	1 / hr
142	East Didsbury - Fallowfield - Rusholme - Piccadilly Gardens	6 / hr	6 / hr	6 / hr
143	Piccadilly Gardens - Rusholme - Fallowfield - West Didsbury	6 / hr	6 / hr	6 / hr
250/X50	Piccadilly Gardens - Trafford Park - The Trafford Centre	6 / hr	6 / hr	6 / hr
253/255	Partington - Carrington - Stretford - Piccadilly Gardens	2 / hr	2 / hr	2 / hr
256	Flixton - Lostock - Stretford - Hulme - Piccadilly Gardens	5 / hr	5 / hr	2 / hr
263 Sapphire	Piccadilly Gardens - Hulme - Stretford - Sale - Altrincham	4 / hr	3 / hr	2 / hr
X41 Red Express	Manchester City Centre - Haslingden - Baxenden - Accrington	1 / hr	1 / hr	1 / hr
X43 Witchway	Manchester City Centre - Salford - Rawtenstall - Queensgate	3 / hr	3 / hr	2 / hr

Source: <https://tfqm.com/public-transport/bus> as of 13/01/2022

4.3.4 Table 4A demonstrates that the bus stops in the vicinity of the site serve approximately 99 bus services Monday to Friday, in either direction, and approximately 92 buses in each direction on Saturday, and approximately 62 in each direction on a Sunday. This provision of bus services is considered to be excellent.

National Services

4.3.5 Manchester Coach Station is located on Chorlton Street, less than 250 metres walking distance from the site. The coach station provides intercity buses, operated by national express. The following routes serve this coach station:

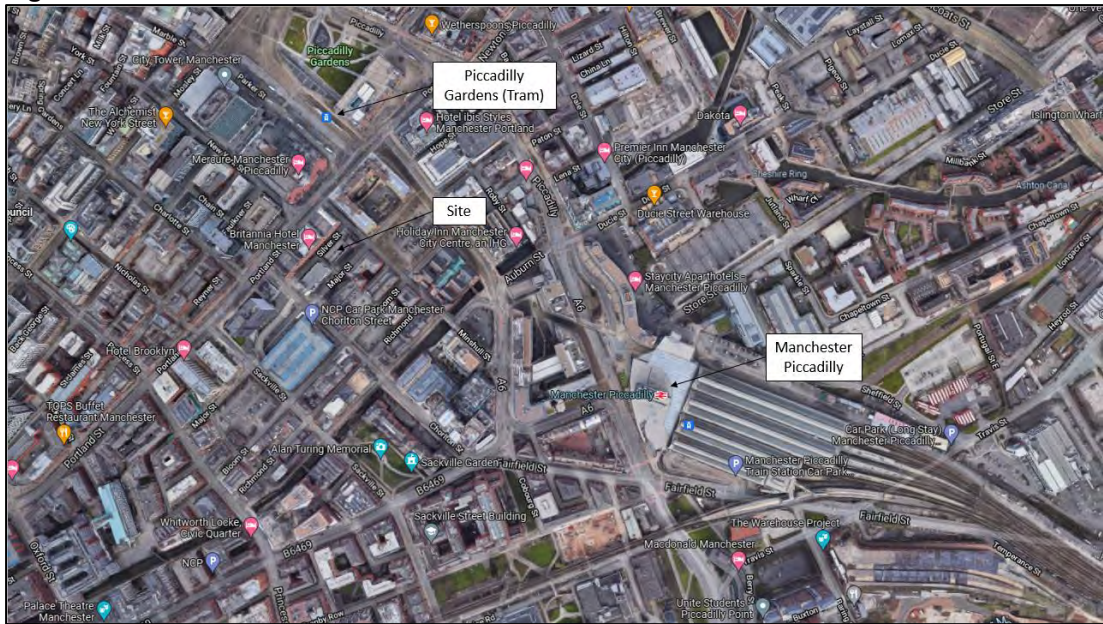
- National Express 120: Birmingham – Manchester
- National Express 121: Blackpool – Birmingham
- National Express 170: Liverpool – Leeds
- National Express 171: Manchester – Leeds
- National Express 172: Newcastle – Manchester
- National Express 173: Leeds – Blackpool
- National Express 175: Manchester – Llandudno
- National Express 181: Birmingham – Glasgow
- National Express 182: Edinburgh – Birmingham
- National Express 422: London – Manchester
- National Express 540: Manchester – London

4.4 Train

National Rail

4.4.1 Manchester Piccadilly railway Station is approximately 500 metres from the site (7-minute walk or 3-minute cycle). The station location in relation the siter is shown in Figure 4D.

Figure 4D Train Station Locations



4.4.2 The station is equipped with 43 cycle parking spaces and step-free access to all platforms, via escalators and lifts. This is Manchester's principal railway station, with links to major UK cities, as well as locally.

Tram / Metro

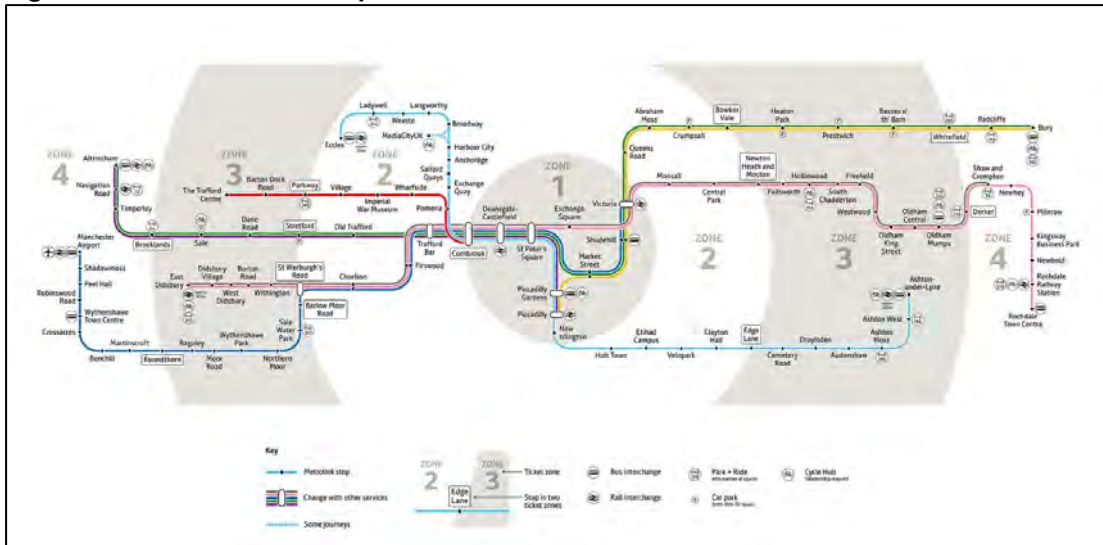
4.4.3 Manchester City Centre benefits from a tram/metro network, which runs near the site, operated by Metrolink. The nearest stop is Piccadilly Gardens, which is approximately 150 metres north of the site (location shown in Figure 4D).

4.4.4 Piccadilly Gardens is served by the following lines:

- Blue Line: Ashton-Under-Lyne – Eccles
- Purple Line: Piccadilly – Altrincham
- Yellow Line: Piccadilly – Bury

4.4.5 There are trams between approximately 05:16 AM and 00:06 AM, with services up to every 12 minutes in each direction during the day. The Metrolink map is shown in Figure 4E.

Figure 4E Metrolink Map



5.0 TRAVEL PLAN CO-ORDINATOR

- 5.1 The Travel Plan Co-ordinator (TPC) will be a member of staff at Arden University. The TPC will be appointed prior to the opening of the proposed development.
- 5.2 The TPC will be provided with a copy of this Travel Plan and contact details at ADL Traffic and Highways Engineering Ltd to assist them in implementing the plan.
- 5.3 Appropriate time and resources would be allocated to the TPC to undertake the following responsibilities:
- Taking ownership of the action plan to ensure it is implemented;
 - Carrying out travel surveys to keep up to date with current travel patterns;
 - Updating the Travel Plan where necessary to reflect on site conditions and new initiatives;
 - Publicising key measures of the action plan and co-ordinating wider events such as cycle to work days;
 - Being the point of contact within the organisation for anyone requiring transport advice or information;
 - Liaising with Arden University to secure support and funding for the plan; and
 - Supplying Travel Plan-related information to the local authority, such as monitoring reports and action plans, when required.
- 5.4 In conjunction with MCC, the TP will be reviewed on the basis set out in Chapter 7.0. The TPC will be responsible for providing students and staff with information on the following:
- Walking and Cycling
 - Manchester City Council website
 - Cycle route plans
 - Cycle training offered by MCC
 - Public Transport
 - Transport for Greater Manchester website
 - Directions to local bus stops
 - Directions to Manchester Piccadilly Railway Station/Piccadilly Gardens
 - Directions to Manchester Coach Station

6.0 TRAVEL PLAN MEASURES

6.1 Walking

- 6.1.1 The provision of generic information, such as directions to the train station, bus stops etc. which is available to students and staff, will be provided on a Travel Information board. The TPC can also provide this on a map for students, which would highlight local facilities such as university campuses, shopping areas, train station, bus and train stops, as well as other uses such as NHS drop-in centres.
- 6.1.2 Advertise the health benefits of walking to work or place of study. These will be advertised on a travel information board located within the building.
- 6.1.3 The Manchester City Council, Transport for Greater Manchester, and Walkit websites provide information on walking in Manchester:
- https://secure.manchester.gov.uk/info/500356/cycling_and_walking/2844/walking
 - <https://activetravel.tfgm.com/walking/>
 - <https://walkit.com/>

6.2 Cycling

- 6.2.1 A total of 42 cycle parking spaces will be provided on site for students and staff. The cycle store would be covered and secure, accessed from Major Street. This facilitates site users travelling by bike.
- 6.2.2 A Bicycle User Group (BUG) could be considered to enable cyclists to discuss issues and identify areas for enhancement of facilities on site and to identify any off-site facilities that require improvement that could be brought to the attention of MCC.
- 6.2.3 An information board will be provided for the provision of up-to-date information on locally recognised cycle routes. This would highlight the safe and maintained routes and would be available to staff, students, and visitors.

6.2.4 Details will be provided on MCC's webpage for cyclists, which includes information such as maps, parking, and safety advice. The address for the website is provided below.

- https://secure.manchester.gov.uk/info/500356/cycling_and_walking/6850/cycling
- <https://tfgm.pindarcreative.co.uk/>

6.2.5 Other useful websites for route planning include:

- *GPS cycling routes* includes a number of routes of varying length in and around Manchester: <http://www.gps-routes.co.uk/routes/home.nsf/county-cycling/Greater%20Manchester>
- *Cycle Streets* will plot a journey and indicate various details such as elevation over the route, level of quietness of the route, length and time requirements amongst other information: <https://manchester.cyclestreets.net/>

6.2.6 The TPC would promote cycling groups in Manchester:

- *Bike-to-work days* provide an organised monthly ride into work which start at various points around Manchester and end in Stevenson Square to build up confidence and help people to ride more safely: <http://www.manchesterfoe.org.uk/loveyourbike/bikefriday/>
- *British Cycling* provides information on upcoming events and organised ride: <https://www.letsride.co.uk/>
- *Greater Manchester Cycling Campaign* provides information on a range of local cycle group: <https://www.gmcc.org.uk/>
- *Manchester Social Cycling* is for those that like to meet up with others and ride together but is not a formal club: <https://www.letsride.co.uk/groups/manchester-social-cycling>

6.2.7 The TPC would promote courses and advise available such as:

- *Bikeright* has information on cycling courses: <https://www.bikeright.co.uk/>

- *Cycling in Manchester* provides useful information and advice on a range of cycling activities and events: <https://www.cyclinguk.org/cycle/cycling-manchester>
- *Greater Manchester Cycling Campaign* provides useful information to encourage more people to cycle: <https://www.gmcc.org.uk/>
- The Love Your Bike campaign is based in Greater Manchester. We aim to promote cycling and to help make it an attractive, accessible and fun way to get around: <https://www.manchesterfoe.org.uk/loveyourbike/>

6.2.8 Staff would be encouraged to take advantage of salary sacrifice schemes, to which employers and employees can sign up, for the purchasing of bicycles and equipment. Schemes include:

- <http://www.cyclescheme.co.uk/>

6.3 Public Transport

6.3.1 The travel information board will provide details Transport for Greater Manchester website, which includes details of bus and tram links. The links to the websites are provided below:

- <https://tfgm.com/>
- <https://tfgm.com/bus/timetables>
- <https://tfgm.com/public-transport/tram/tram-schedule>

6.3.2 The provision of up-to-date public transport timetables and information on locally recognised safe and maintained walking routes to local bus stops. An information board will be provided to display this information and the TPC will ensure that it is updated every six months.

6.3.3 The TPC should ensure that all students are able to access such websites or that printed copies of the route details are available.

6.3.4 The TPC would promote bus passes to students and staff, to save money and for ease of travel:

- <https://tfgm.com/tickets-and-passes>

6.4 Car Travel

6.4.1 The development is car free. There is no parking provided on site for cars. The location of the development mitigates against needing a car for many journeys by virtue of its proximity to many facilities and public transport links.

6.4.2 Details of local taxi firms will be provided on the information board. Students / staff who wish to car share can use a number of web-based, fully automated journey matching services, which, once registered, provide details of other members making similar journeys to your own. It then provides one with the ability to contact them to arrange an opportunity to share a journey, and any costs.

6.4.2 These schemes are available to everyone and are free to all voluntary organisations and individuals. The organisation which provides matching in the local area is:

- <https://liftshare.com/uk>
- https://www.manchester.gov.uk/info/500346/city_centre_parking

7.0 MONITORING AND REVIEW

7.1 Transport for Greater Manchester Travel Plan Toolkit

7.1.1 This Travel Plan will be implemented and monitored through Transport for Greater Manchester's Travel Plan Toolkit (<https://travelplankit.tfgm.com/>).

7.1.2 This toolkit helps developer, consultants, businesses and local authorities in Greater Manchester to create, review and implement effective, sustainable Travel Plans as part of the planning process for an employment site.

7.1.3 The Travel Plan Toolkit provides a comprehensive Travel Plan tool that assists in:

- Creating, developing and implementing Travel Plans; and
- Monitoring and evaluating Travel Plans and the initiatives contained within them.

7.2 Monitoring

7.2.1 A baseline survey within six months of occupation will be undertaken of students and staff to enable modal split to be established; and periodic surveys in Years 1, 3 and 5, will be undertaken to monitor the mode split throughout the lifetime of the Travel Plan.

7.2.2 The TPC would provide survey forms, one for each student or member of staff or via an online survey format, such as Survey Monkey. A sample copy of the travel questionnaire is included as Appendix 3.0.

7.2.3 The TPC would be responsible for distributing the surveys to students and staff and collecting the completed surveys. They would then either analyse the results themselves or supply them to a suitably qualified consultancy for analysis and review on their behalf.

7.2.4 Surveys would be undertaken to inform the review in:

- Year 1 (within 6 months of occupation);
- Year 3; and
- Year 5.

7.3 Targets

7.3.1 Targets will form an essential ingredient in the Travel Plan. All targets must be SMART (Specific, Measurable, Achievable, Realistic and Timebound).

7.3.2 Given the development will be car free, the number of single occupancy car trips to and from the site would be minimal. None the less, the primary target would be to have zero non-essential car trips by students and staff associated with the development.

7.4 Evaluation and Review

7.4.1 As part of the monitoring process, the Travel Plan Coordinator needs to demonstrate that the objectives from the Travel Plan are being met.

7.4.2 The core component of monitoring a Travel Plan is reporting where measures have been successful, and targets have been met. This can be demonstrated through surveys or feedback from the students/staff. It is important to maintain success and keep implementing the successful measures over the monitoring period.

7.4.3 Not all measures are guaranteed to be successful; there may be limited uptake or lack of communication on some measures while others just may not have worked as well as hoped. Identifying these measures helps to see how they can be made effective in the first instance, or to establish what could be learned from unsuccessful initiatives.

7.4.4 The process of periodic monitoring, target evaluation and review would be undertaken for the period of five years. Beyond this, the Plan would become voluntary.

7.5 Submission and Accreditation

7.5.1 This Travel will be submitted to MCC for approval.

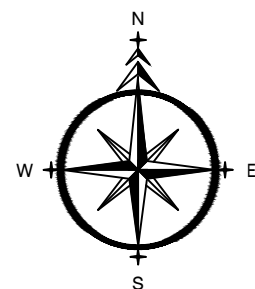
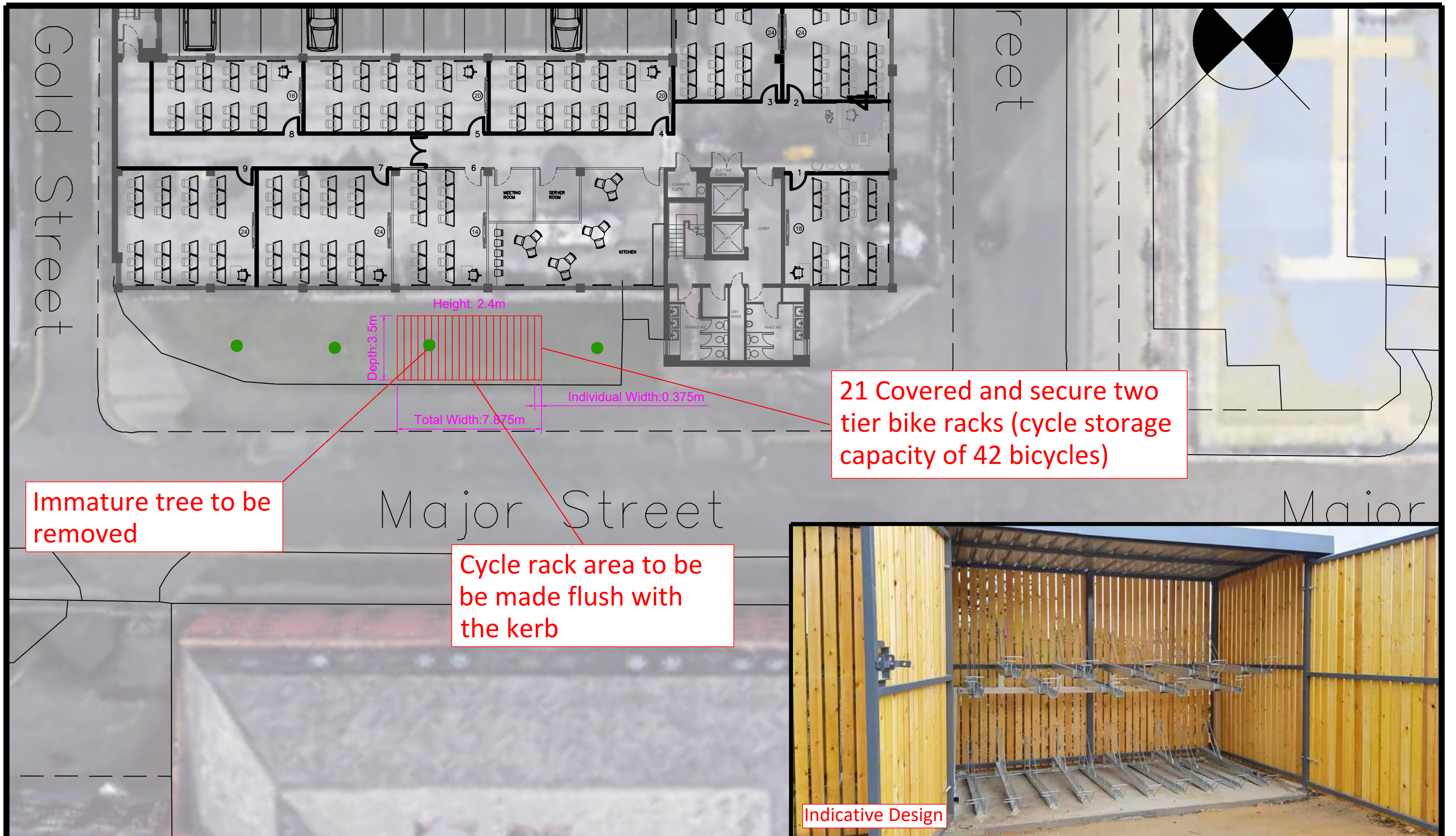
7.6 Action Plan/Funding Plan

7.6.1 The proposed Travel Plan measures are laid out in an action plan with timescales and responsibilities. Where appropriate, budgets and funding parties have been identified. This is shown in Table 7A below.

Table 7A Action Plan

	Description	Responsibility	Timescale
1	Submit Travel Plan to MCC for approval	ADL	Prior to occupation
2	TPC appointed, takes on responsibility of updating Travel Plan	Developer	Prior to occupation
3	ADL to be the initial point of contact for the newly appointed TPC. ADL will also provide TPC with MCC's TP Officer and provide MCC with the TPC's contact details	ADL	During TP handover
4	Ensure Welcome Pack contains up-to-date public transport information	TPC	On-going
5	Make an initial point of contact with MCC	TPC	Within 1 month of appointment
6	Ensure on-site facilities to promote walking and cycling including secure cycle parking and pedestrian/cycle routes are appropriately maintained	TPC	On-going
7	Undertake 1 st travel survey	TPC	Within 6 weeks of first occupation
8	Submit the results to MCC	TPC	Within 1 month of survey
9	Analyse the results and set targets in liaison with MCC	TPC	Within 2 months of survey
10	Revise the TP and submit revised TP to MCC for approval	TPC	Within 3 months of survey
11	Repeat steps 7 – 10	TPC	Year 3 and year 5
12	Be a point of contact for all students and staff with regards to travel matters	TPC	On-going
13	If the targets are not met, liaison with MCC to put forward remedial measures	TPC	Year 1, 3 and 5
14	Further review to be undertaken within 6 months of implementing the remedial measures	TPC	6 months after the remedial measures are implemented

PROPOSED CYCLE PARKING PLAN



ADL
TRAFFIC &
HIGHWAYS

ADL House
The Oaklands Business Park
Yate, Bristol
BS37 5NA
Tel : 01454 332100
Fax : 01454 327983
E-Mail : CAD@ADLTRAFFIC.CO.UK

NOTES

1. PRELIMINARY DESIGN PROVIDED FOR ILLUSTRATIVE PURPOSES ONLY. ALL DETAILS ARE SUBJECT TO INCLUDING CHECKING STATUTORY SERVICE APPARATUS.
2. DO NOT SCALE FROM THIS DRAWING.
3. BACKGROUND PLAN IS BASED UPON A DIGITAL OSBASE.
4. ALL DETAILS TO BE CONFIRMED ON SITE AND ON A TOPOGRAPHICAL SURVEY.
5. ALL TRACKS ASSUME GRADIENTS AND CAMBERS DO NOT EXCEED 1:60 AND 1:40 RESPECTIVELY OTHERWISE VEHICLE MANOEUVRABILITY MAY BE AFFECTED.
6. ALL LAND OWNERSHIP DETAILS, EXTENT OF ADOPTED HIGHWAY AND RIGHTS OF WAY TO BE CONFIRMED.
7. ASSUMES ALL LANDSCAPING CAN BE ALTERED AND NO TREES ARE SUBJECT TO TPO.

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AMENDMENTS

REF.	DATE	DESCRIPTION

ADL Job No.

5373

Project
BARLOW HOUSE,
MANCHESTER

Title
PROPOSED CYCLE
PARKING

Date
18/01/2021

Drawn
MAW

Checked
Date
Approved
Date

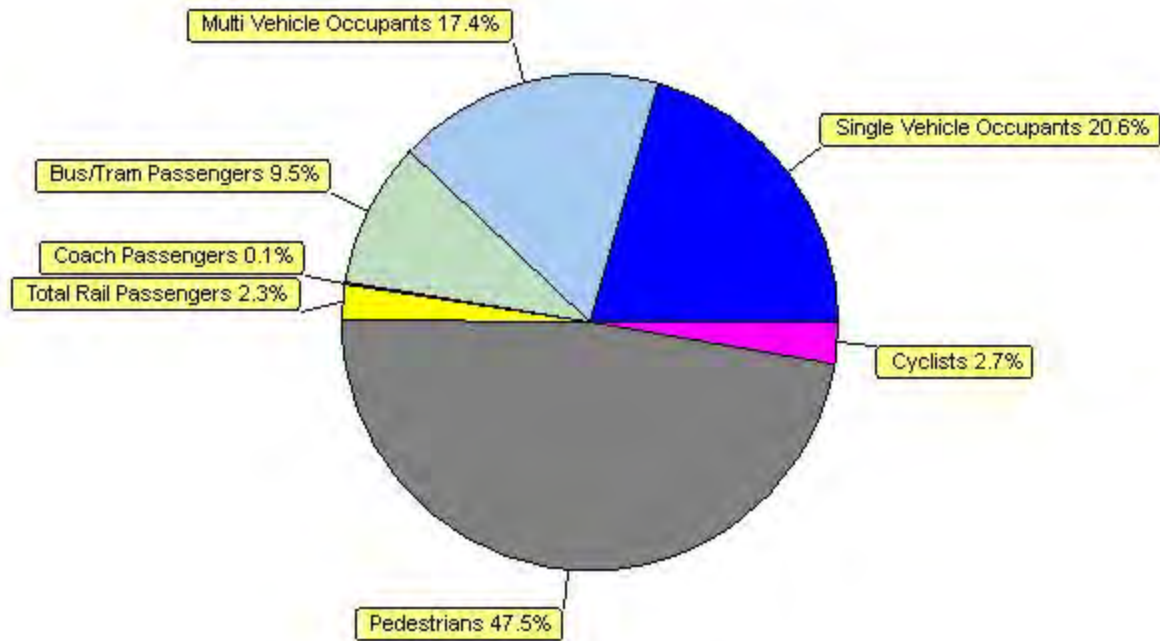
Scale
1:100 @ A3

Drwg No.
Appendix 1.0

Rev.

TRICS: MODE SPLIT

Modal Split Percentages



Time Range/Peak Period Selection

Direction: Totals / Use All Times

DRAFT TRAVEL SURVEY

STUDENT/STAFF TRAVEL SURVEY

This questionnaire is in support of a Travel Plan to encourage sustainable travel to and from the site for both students and staff. Please complete in full. All responses are treated with full confidentiality.

- 1) Where did you travel from? (*Address and post/zip code*) _____
- 2) What was your typical travel pattern **to the University** in the last week? (*Please fill in table below*)

Day	Mode (e.g., bus then walk)	Time Start	Time Finish
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

- 3) What was your typical travel pattern **from the University** in the last week? (*Please fill in table below*)

Day	Mode (e.g., bus then walk)	Time Start	Time Finish
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

- 4) If your travel to/from the University includes the bus, which bus number and bus stop do you use? _____
- 5) If your travel to/from the University includes train/tram, which station/stop do you use?

- 6) Do you have access to a car? (*Yes or no*) _____

- 7) If you have access to a car, and drive to university, where do you park? *(If you park on a street, please name the street that you usually park on)* _____
- 8) Do you have a disability that requires you to have a car on site or nearby? (Yes or no) _____
- 9) Currently, what would regard as a barrier from travelling using the following modes? *(Please fill in table below)*

Mode	Barrier/reason for not considering
Walking	
Cycling	
Public transport	