SCP

Transportation Planning : Infrastructure Design

Interim Travel Plan

Mixed-Use Development

Tribeca House, Manchester

Kamani Property Group

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APPENDICES

1 Site Layout and Ground Floor Plan

1.0 INTRODUCTION

Background

1.1 This travel plan has been prepared by SCP on behalf of Kamani Property Group, to support a planning application for the redevelopment of Tribeca House on Dale Street in Central Manchester. The development comprises a six-storey building to create Class E office accommodation, along with a Class E shop, a Class E restaurant and café, and Sui Generis drinking establishment units on the ground floor and basement.

1.2 The development includes indoor, secure cycle parking for 16 bicycles on the ground floor of the development, within a dedicated cycle store.

1.3 The following planning condition has been received in relation to planning reference 116401/FO/2017:

Condition 12) Before the development hereby approved is first occupied a Travel Plan shall be submitted to and agreed in writing by the City Council as Local Planning Authority. In this condition a Travel Plan means a document which includes:

- *i. the measures proposed to be taken to reduce dependency on the private car by those [attending or] employed in the development*
- *ii. a commitment to surveying the travel patterns of staff during the first three months of use of the development and thereafter from time to time*
- *iii. mechanisms for the implementation of the measures to reduce dependency on the private car*
- *iv. measures for the delivery of specified travel plan*
- *v. measures to monitor and review the effectiveness of the Travel Plan in achieving the objective of reducing dependency on the private car*

Within six months of the first use of the development, a revised Travel Plan which takes into account the information about travel patterns gathered pursuant to item (ii) above shall be submitted to and approved in writing by the City Council as local planning authority. Any Travel Plan which has been approved by the City Council as local planning authority shall be implemented in full at all times when the development hereby approved is in use.

Reason - To assist promoting the use of sustainable forms of travel to the school, pursuant to policies SP1, T2 and DM1 of the Core Strategy and the Guide to Development in Manchester SPD (2007).

1.4 This travel plan seeks to begin the process of discharging the above conditions and sets out Kamani Property Group's commitment to reducing the number of vehicular trips generated by the development. The document additionally identifies the key measures which will be developed as part of the travel plan implementation.

Travel Plan Approach

1.5 A travel plan is an important tool for delivering sustainable access to a development. An office and retail, restaurant and bar development comprises a workplace for staff and a destination for customers and visitors. The listed development types require a travel plan which focuses on a single destination, to provide a long-term strategy to positively influence travel patterns in favour of sustainable modes.

1.6 As with other mixed-use office and retail / restaurant and bar travel plans, the main emphasis will be on the journeys made by employees. Select visitor and customer measures have been included however, to ensure that sustainable travel takes place when possible.

1.7 Implementing a travel plan can bring a number of benefits to a site, including helping to minimise the potential increase in traffic resulting from a development, helping to manage and reduce carbon emissions, and assisting with promotion of healthy lifestyles. As a result, a travel plan forms a key stage in the forward planning process. A travel plan is a 'living document' that should be regularly reviewed to ensure its effectiveness.

1.8 This travel plan focuses on influencing greater use of sustainable transport by staff, customers and visitors when travelling to and from the site and will establish and promote the sustainable transport links available. The travel plan will also suggest measures to reduce reliance on single occupancy private vehicle use and to reduce the overall need and distance that site users travel.

2.0 TRAVEL PLAN BACKGROUND

2.1 Travel plans are dynamic, living documents that should be updated regularly to ensure that the aims and objectives represent the current situation in respect of travel and access.

2.2 Travel plans are designed to be flexible to suit individual sites and their individual local characteristics. As such, they should be developed with consideration for the scale of the development and the likely impact on travel behaviour as a result of any potential measures.

Travel Plan Benefits

2.3 Travel plans can result in a variety of benefits to the occupiers of a development and the wider community, as well as address a range of issues, including:

- Promote healthy lifestyles and sustainable, vibrant communities;
- Provide adequately for all users, with a variety of mobility needs;
- Reduce demand for car parking, thereby enabling more efficient land use;
- Reduce pressure on highway capacity, particularly at peak times;
- Improve social inclusion;
- Cut carbon emissions and their contribution to climate change;
- Reduce road danger and protecting vulnerable road users; and,
- Improve local air quality, while reducing noise pollution.

2.4 A travel plan provides benefits to all parties, including the developer, the site occupants and the local authority, which can help in gaining widespread commitment to its implementation and continuing operation.

Policy Context

2.5 The **National Planning Policy Framework** (July 2021) (NPPF) is published by the Ministry for Communities and Local Government, along with thematic Planning Practice Guidance (PPG) to set the framework under which local transport, parking and accessibility plans and policies are set. The NPPF was revised in July 2018, with the most recent amendment made in July 2021.

2.6 The NPPF states that when promoting developments "*it should be ensured that:*

- *appropriate opportunities to promote sustainable transport modes are taken up, given the type of development and its location;*
- *safe and suitable access to the site can be achieved for all users; and*

- *any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree".*

2.7 It goes on to say that "*Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe."*

2.8 With regard to promoting sustainable transport the NPPF states at para 113 that *'All developments that will generate significant amounts of movement should be required to provide a Travel Plan, and the application should be supported by a Transport Statement or Transport Assessment so that the likely impacts of the proposal can be assessed."*

2.9 Planning Practice Guidance (PPG) is in place to support the NPPF. The PPG on "**Travel Plans, Transport Assessments and Statements**" was provided in 2014. The PPG provides advice on when these documents are required, and what they should contain.

2.10 The document states that travel plans should where possible be considered in parallel to development proposals, and readily integrated into the design and occupation of the new site rather than retrofitted after occupation.

2.11 The primary purpose of a travel plan is to identify opportunities for the effective promotion and delivery of sustainable transport initiatives e.g. walking, cycling, public transport and tele-commuting, in connection with both proposed and existing developments and through this to thereby reduce the demand for travel by less sustainable modes.

2.12 Travel plans should identify the specific required outcomes, targets and measures, and set out clear future monitoring and management arrangements, all of which should be proportionate.

2.13 Travel plans should address all journeys resulting from a proposed development by anyone who may need to visit or stay and they should to fit in with wider strategies for transport in the area.

2.14 A further key national policy document for travel plans was published by the Department for Transport in April 2009 and is entitled **"Good Practice Guidelines: Delivering Travel Plans through the Planning Process"**. This document updates previous guidance following significant changes in travel planning and an increased awareness of how transport affects other aspects of life, such as climate change and health.

2.15 The guidelines identify that travel plans are an important tool for delivering sustainable access as part of a new development, and encouraging sustainable travel behaviour from the outset. The document provides assistance in the preparation of a travel plan, including when a travel plan is required and what it should contain, as well as how travel plans should be evaluated, secured, implemented and then monitored and managed long term. The document also outlines the responsibilities of the developer, occupier, local transport operators, highways and planning authorities in the implementation of the travel plan.

2.16 In terms of Greater Manchester's travel planning policy, the **2040 Greater Manchester Transport Strategy** focuses on creating an integrated, sustainable and well-coordinated transport system that supports a wide range of different travel needs. The strategy is based on seven core principles:

- *Integration – to allow customers to move seamlessly between modes and services;*
- *Inclusion – to provide accessible and afford transport;*
- *Health – through promotion of walking and cycling for local trips;*
- *Environmental Responsibility – to deliver lower emissions, and a better quality environment;*
- *Reliability – to give customers confidence in journey times;*
- *Safety and security – to reduce accidents and deaths; and*
- *Well maintained and resilient – to be able to withstand unexpected events and weather conditions.*

2.17 The ambition for 2040 is to deliver a transport system which makes it easier for residents, business and visitors of Greater Manchester to travel by sustainable means to a wide range of destinations and opportunities, and where sustainable transport is a viable and attractive alternative to the car.

2.18 This travel plan has been developed in line with local and national transport policy and guidance.

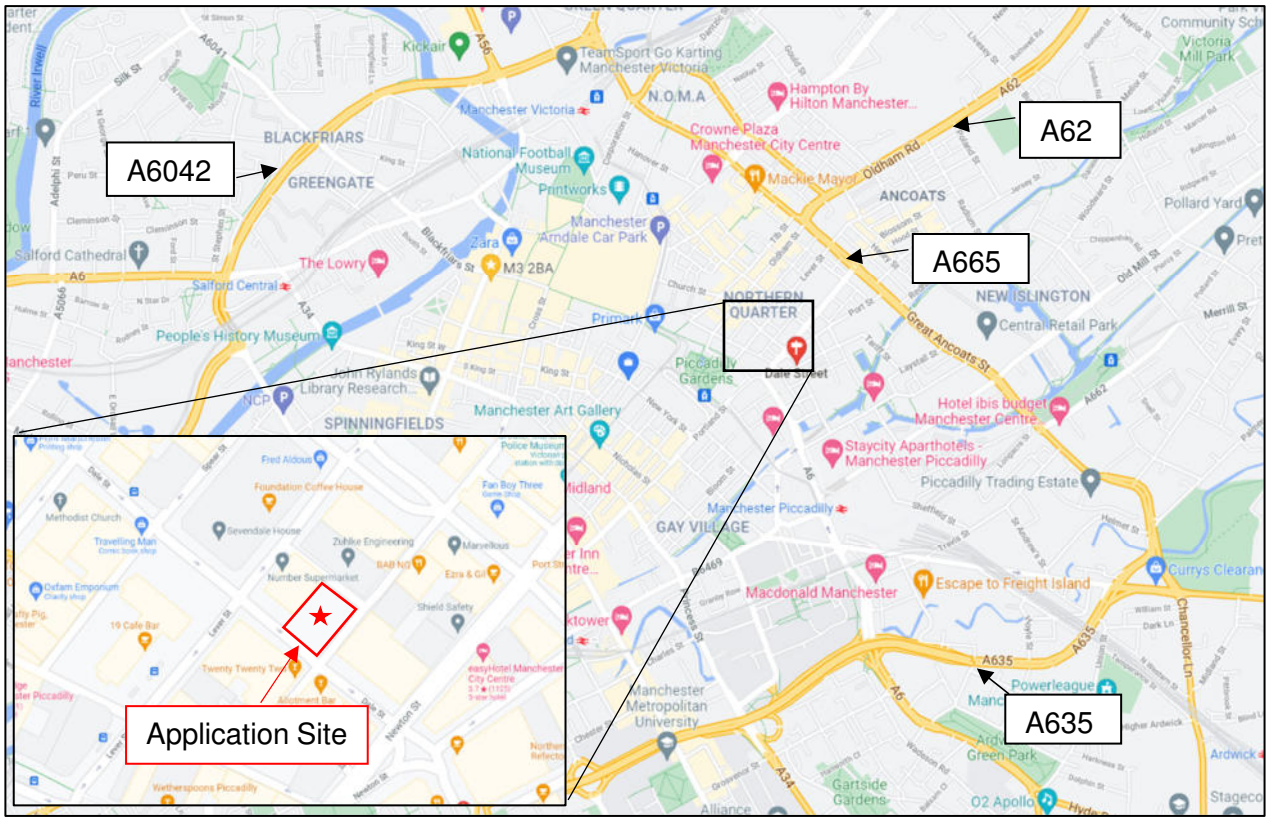
3.0 SITE ACCESSIBILITY

Existing Site

3.1 The development site is located on Dale Street in Central Manchester. The site is bound by Dale Street to the south-west, Little Lever Street to the east, Bunsen Street to the north, and an existing development to the north-west.

3.2 The site location can be seen in **Figure 3.1** below.

Figure 3.1 - Site Location



Source: Google Maps

3.3 The surrounding roads are subject to a 30mph speed limit. Pedestrian footways and street lighting are provided on all streets in the vicinity of the site, along with dropped kerbs and tactile paving at most crossings. There are controlled crossings at Dale St/Lever St and Dale St/Newton St.

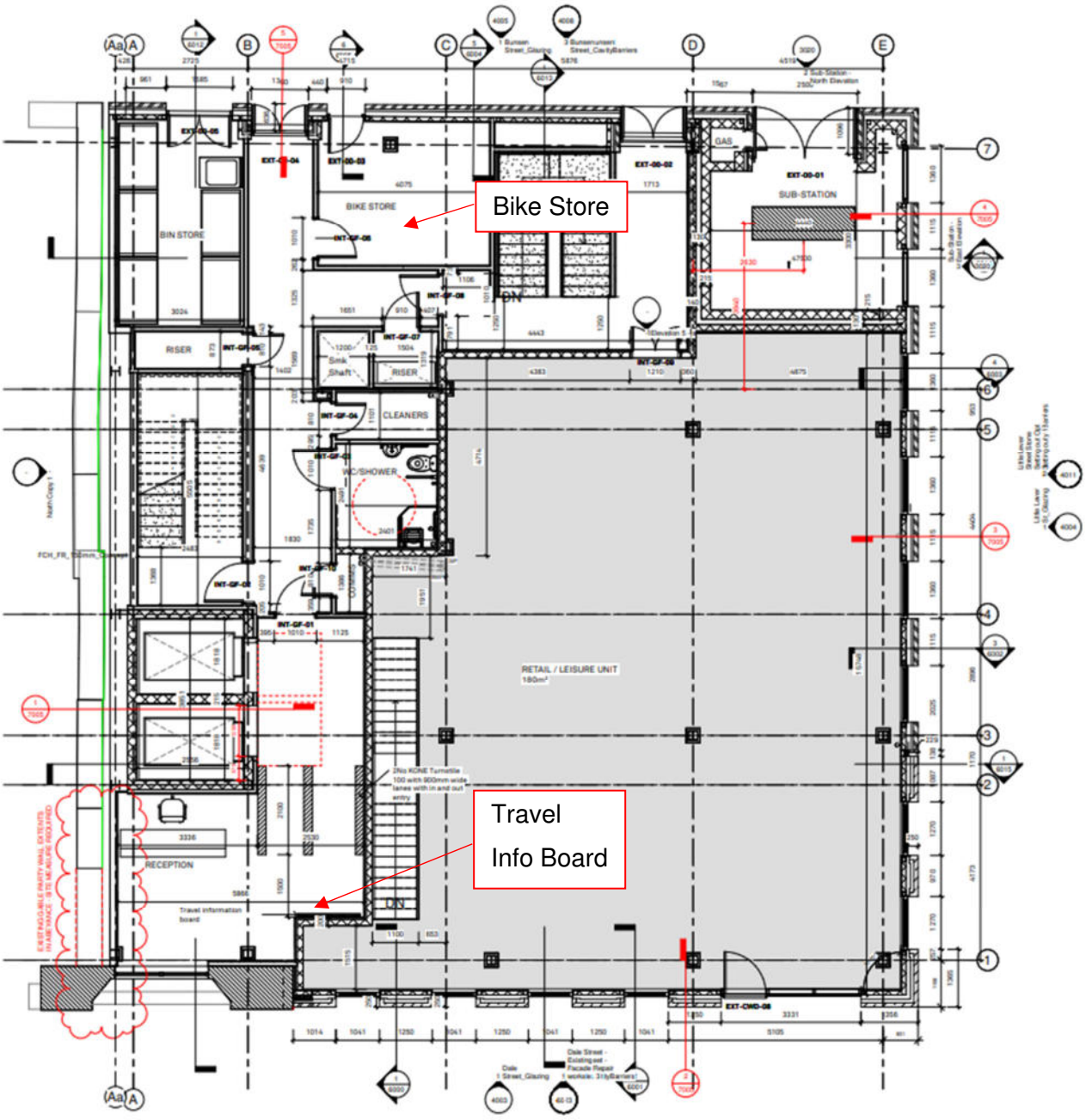
Development Proposals

3.4 The proposals for the application site comprise the redevelopment of Tribeca House in Central Manchester. The development comprises a six-storey building to create Class E office

accommodation, along with a Class E shop, a Class E restaurant and café, and Sui Generis drinking establishment units on the ground floor and basement on Dale Street in Manchester.

3.5 The proposed ground floor layout identifying the cycle storage and travel information board location is shown in **Figure 3.2**.

Figure 3.2 - Site Layout (Ground Floor)



Source: Falconer Chester Hall

3.6 The plan shows a pedestrian entrance to the reception, a separate entrance into the retail/leisure unit - both to Dale Street - and an additional entrance into the bike store via Bunsen Street.

3.7 The ground floor layout, as **Figure 3.2** indicates, will be designed to ensure the site is accessible by sustainable means of travel, including walking, cycling and accessibility to public transport connections.

3.8 Cycle parking for sixteen bicycles will also be provided on the ground floor of the development within a dedicated cycle store. The cycle parking is in line with the Greater Manchester Core Strategy parking standards a development of this type.

3.9 Two showers will also be provided, with one on the ground floor and one within the basement. The showers will be for staff use, to encourage cycling to work.

Access by Non-Car Modes of Transport

3.10 The accessibility of the application site by non-car modes is a key consideration in the planning process. The requirement to ensure that sites are accessible by non-car modes of transport is set out in both local and national planning policy (National Planning Policy Framework).

Existing Access by Non-Car Modes: Walking

3.11 The MfS states that walkable neighbourhoods are typically characterised by having a range of facilities within 10 minutes' (up to about 800m) walking distance of residential areas which building users may access comfortably on foot. However, it goes on to state that this is not an upper limit and that walking offers the greatest potential to replace short car trips, particularly those under 2km. Whilst the guidance quoted focuses on residential sites, due to the mixed-use and car-free nature of this development, it is considered appropriate to place an emphasis on walking journeys and encourage journeys on foot where appropriate.

3.12 The highway network surrounding the site includes Newton Street, Dale Street, Lever Street and Hilton Street. These roads are subject to 30mph speed restrictions and have good quality pedestrian provision. This includes footways on both sides of the road, street lighting, dropped kerbs and tactile paving.

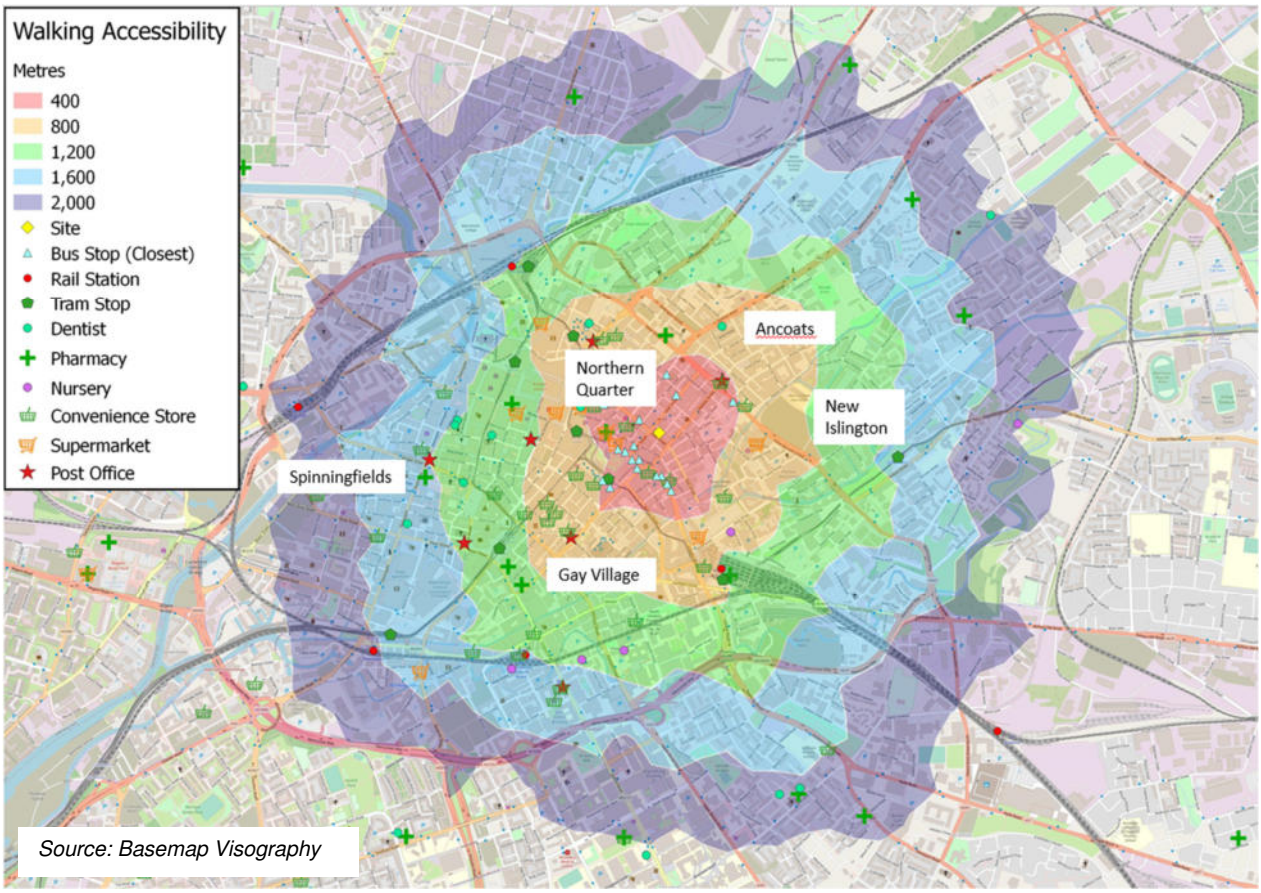
3.13 Signalised pedestrian crossings are present at Dale St/Lever St and Dale St/Newton St. Stevenson Square, one block to the north of the site, has recently been pedestrianised.

3.14 Manchester Piccadilly Railway Station is a 600m walk to south-east of the site, and Manchester Victoria is a 900m walk to the north-west of the site. Manchester Piccadilly Railway Station

provides access to the national rail network, with connections to all major cities. The tram network can also be accessed from both stations, along with regional trains across the north of England.

3.15 TRACC software has been used to assess the accessibility of the development by foot as shown on **Figure 3.3** below. The plan shows the areas within a 2km walk of the site.

Figure 3.3 – Walking Accessibility



3.16 As can be seen from **Figure 3.3**, the whole of Manchester city centre is within an acceptable walking distance, including a range of facilities and public transport facilities. As a result, opportunities are present for non-motorised access to retail, healthcare, and other facilities.

3.17 A number of local services and facilities are located within an approximate 2km walk distance of the development, as summarised in **Table 3.1** below. It should be noted that due to the city centre location of the site, local facilities are extensive and as such the table below merely seeks to highlight a few of the available facilities.

Table 3.1 - Facilities within 2km Walk Distance of the Site

Local Facilities	Location	Distance from Application Site
Bar	Twenty Twenty Two	60m
Cafe	Ezra & Gil	110m
Bus Stops	Piccadilly Gardens (Stop F), Lever St	110m
	Oldham St (Stop EA), Dale St	130m
	Piccadilly Gardens (Stop E), Lever St	150m
	Piccadilly Gardens (Stop D)	200m
	Piccadilly Gardens (Stop A), Oldham St	250m
	Piccadilly Gardens (Stop B)	260m
Public House	Port Street Beer House	190m
Pharmacy	Boots, Piccadilly	220m
Supermarket	Morrisons, Piccadilly Gardens	250m
ATM	Piccadilly	260m
Convenience Store	Spar, Piccadilly	280m
Post Office	Great Ancoats St	400m
Railway Station	Manchester Piccadilly	600m
Pre-school / Nursery	Tinkerbell Nursery, Store St	650m
Medical Centre	City Health Centre, New Market Street	800m

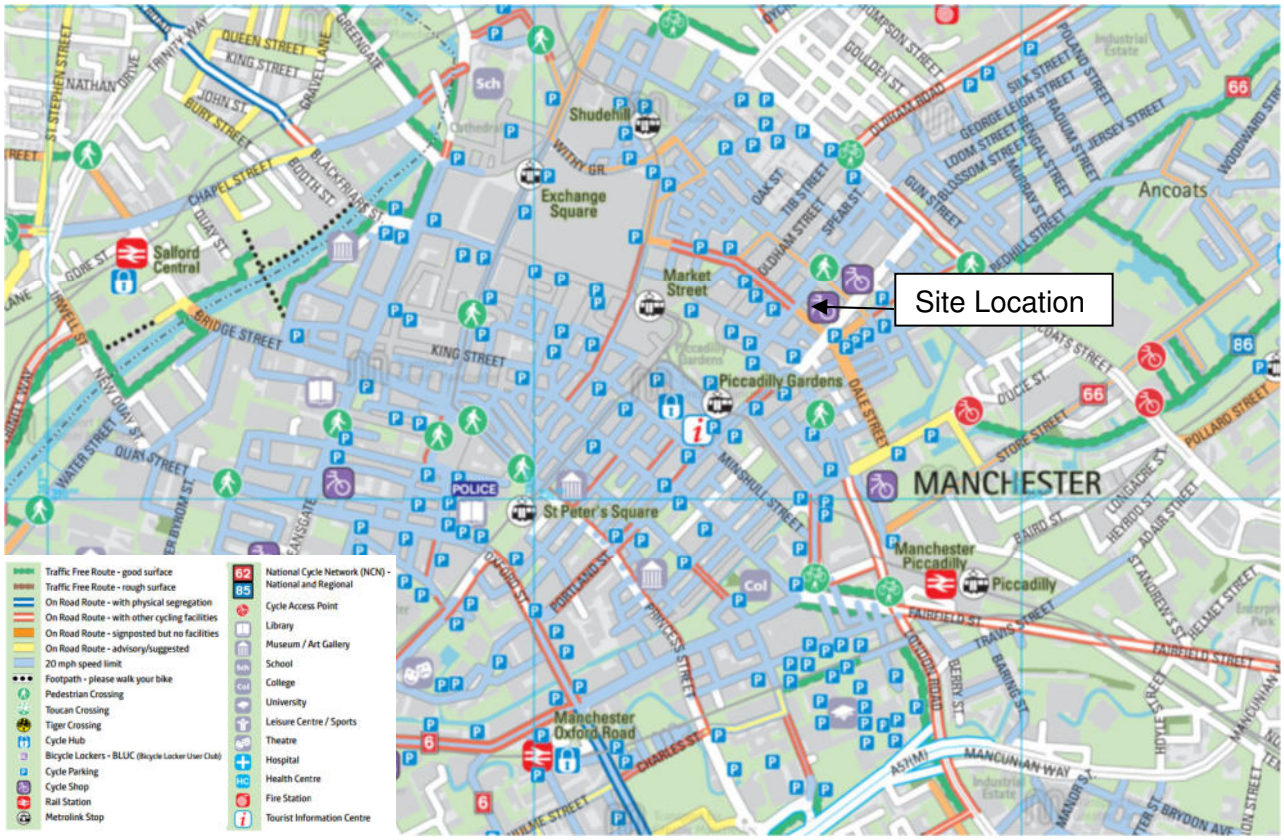
3.18 The topography of the area is considered to be conducive to walking. As such, the development is considered to be well located for access on foot.

Existing Access by Non-Car Modes: Cycling

3.19 Cycling is a cheap, efficient and healthy way to travel. Cycling also provides a predictable arrival time which is often quicker than driving or using public transport and is subject to fewer traffic and congestion delays.

3.20 Transport policy identifies that cycling represents a realistic and healthy alternative to the use of the private car for making journeys up to 5km as a whole journey, or as part of a longer journey by public transport. Cycle routes are available within close proximity to the site, as can be seen in **Figure 3.4**.

Figure 3.4 Local Cycle Routes



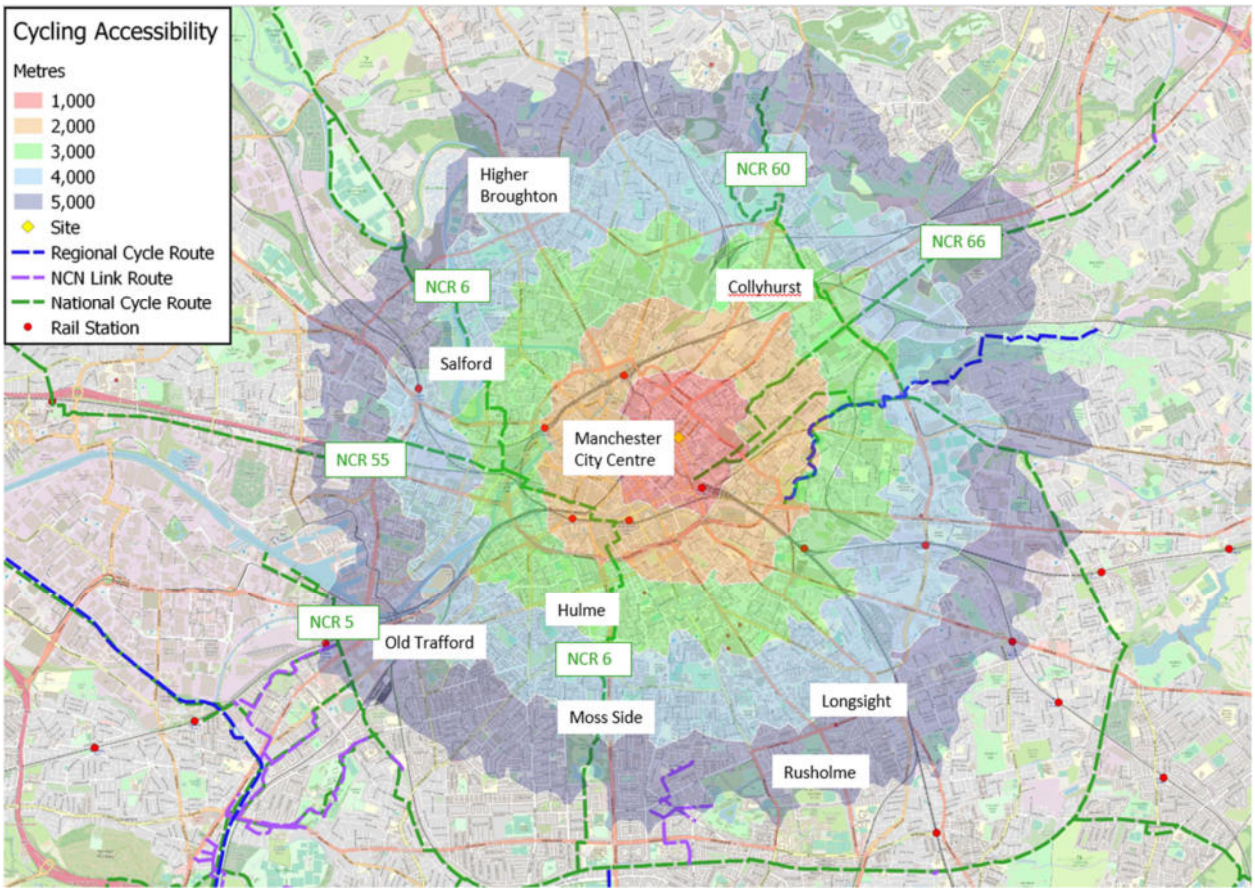
Source: TfGM Cycle Map (Manchester)

3.21 In addition to a number of local on and off-road routes, National Route 66 begins just to the south of the site providing local access to Failsworth. National Route 6 runs to the west of the site, connecting the site with Bury and Radcliffe to the north, along with Chorlton to the south-west and Reddish to the south-east. In addition, National Route 60 runs between North and East Manchester, with its furthest southern segment forming part of the Fallowfield Loop.

3.22 As such, the site provides access to an extensive network of cycle routes.

3.23 The cycle accessibility plan in **Figure 3.5** shows a 5-kilometre cycling catchment area from the site.

Figure 3.5 – Cycle Accessibility



Source: Basemap Visography

3.24 **Figure 3.5** demonstrates that a number of locations such as Salford, Old Trafford, Rusholme and Higher Broughton are within 5km of the development.

3.25 The site can therefore be seen to be accessible by bicycle.

Public Transport

3.26 As the site is located in Manchester city centre, a large number of bus services are available within a short walk of the site access. The closest bus stops are 110m from the site at Piccadilly Gardens (Stop F) on Lever St. All the Piccadilly Gardens bus station stops are within a 400m walk of the site, and Shudehill Bus Station is just 550m away.

3.27 The bus services run on a frequent basis to a range of locations in North, South, East and West Manchester. Regional and national services also available from Chorlton Street Bus and Coach Station which is 600m from the site access.

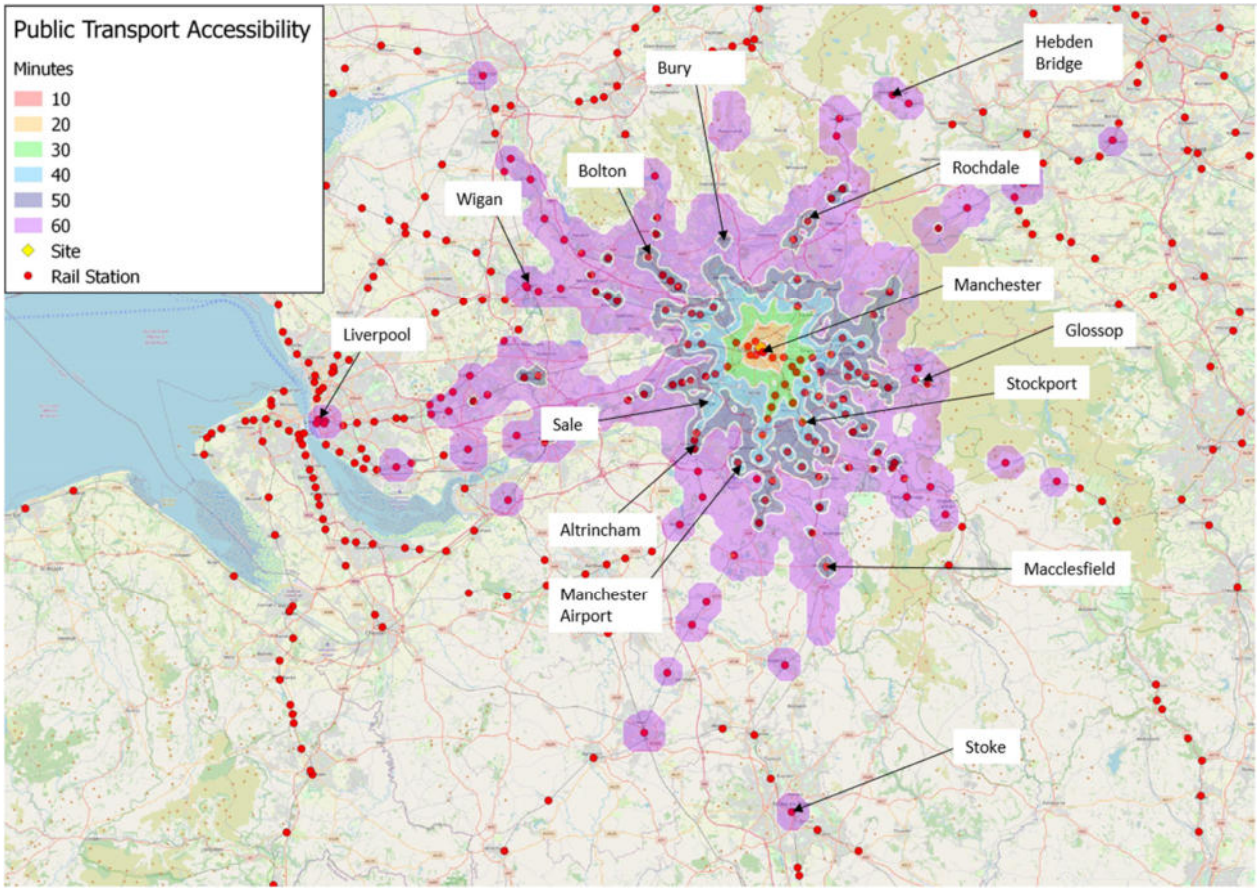
3.28 Metrolink (tram) services are also available within Greater Manchester, with the nearest tram stops present Piccadilly Gardens (270m to the south of the site) and Market Street (350m to the west of the site).

3.29 Trams run from early in the morning until late at night, with extended late-night services over the weekend. A range of destinations are covered including Bury, Oldham, Rochdale, Ashton-under-Lyne, Altrincham, Didsbury, the Trafford Centre, Manchester Airport and Eccles.

3.30 In terms of rail, Manchester Piccadilly and Manchester Victoria Railway Stations are within close proximity to the site, both being within 1km. Manchester Piccadilly provides access to national services, as well as local services to the south of the city, while Manchester Victoria provides local and regional services across the north of England. Services run on a frequent basis. Both stations are staffed and provide cycle parking facilities, ticket offices and ticket machines.

3.31 **Figure 3.6** indicates a number of locations which are within a 60-minute public transport (bus, tram and rail) commute from the site. The time includes the walk to the bus stops, train and tram stations and demonstrates that locations such as Rochdale, Bury, Bolton, Wigan, Newton le Willows, Warrington, Altrincham, Macclesfield, Whaley Bridge and Glossop are within an acceptable 60-minute public transport commute.

Figure 3.6 – 60-minute Public Transport Accessibility



Source: Basemap Visography

Conclusion

3.32 As such, it can be seen that the site is in an accessible location and has excellent potential for sustainable travel to and from the development, with public transport links along with a number of local amenities in close proximity.

3.33 Based on the above factors the requirement for travelling by car is likely to be reduced in comparison to sites with less favourable levels of connectivity.

4.0 TRAVEL PLAN ADMINISTRATION

Travel Plan Coordinator

4.1 The travel plan for the whole site will be managed by a travel plan coordinator (TPC). The TPC will provide a key role in delivering a successful travel plan. The TPC's contact details are:

- Name: Stacey Silverman
- Email: Stacey.Silverman@scptransport.co.uk
- Phone: 0161 832 4400

4.2 The TPC role will be established prior to the occupation of the site and will act as the fulcrum for the development of the travel plan measures and the day-to-day operation of the plan. The TPC will act as the main contact for the travel plan and will be responsible for undertaking surveys, implementing measures and monitoring the travel plan.

4.3 The TPC will exchange contact details with Manchester City Council (MCC) officers. The TPC will be responsible for setting up and launching the travel plan. The TPC will get involved in any area-wide travel initiatives, to be advised by MCC.

Funding

4.4 Appropriate funding will be allocated by Kamani Property Group, as the developer of the site, at the start of the travel plan process to cover the costs involved in administering the travel plan over an agreed time period.

4.5 The funding will cover all costs relating to the TPC, implementation of measures and initiatives, marketing of the travel plan and annual monitoring. The funding stream will allow the travel plan to operate for a minimum of five years.

5.0 TRAVEL SURVEY

5.1 Travel surveys are undertaken in order to understand how staff currently travel, how they would like to travel and what would encourage them to make those changes. Repeat surveys are used to monitor ongoing travel patterns over time. The survey responses provide an indication of what targets would be most appropriate for the development, and which measures would be most successful in helping to achieve them.

5.2 The surveys will be produced by the travel plan coordinator (TPC) and disseminated to all staff within three months of the first occupation of the site, to collect the following data:

Staff Survey Data
Origin postcode
Typical working patterns
Mode of travel to work
Measures that would encourage use of active travel modes or public transport
Barriers to use of active modes / public transport

5.3 The TPC will strive to achieve a minimum 30% return rate for the staff survey, to ensure the findings are representative of staff travel patterns.

5.4 The responses received from the surveys will be entered into a spreadsheet to enable modal shift to be tracked over time, as well as providing information on which measures are most likely to encourage modal shift. The findings will be used to update the travel plan and as a basis for confirmation or modification of the identified targets and measures. All data collected from the travel survey will be subject to the provisions of the Data Protection Act, therefore no personal data will be collected, stored or passed on to a third party.

Future Surveys

5.5 The TPC will be responsible for the surveys and will undertake a staff survey annually (at the same time of year) for the first five years of site operation.

5.6 An annual review will be undertaken following each survey, to identify progress towards delivery of measures and achievement of targets. The review will summarise the data collected and propose revised initiatives and measures where targets have not been met, including a revised action plan.

5.7 The TPC will submit the results of the annual review along with the survey data to MCC for their review and discussion, upon their request.

6.0 TRAVEL PLAN TARGETS

Objectives

6.1 Objectives are required to give a travel plan direction and focus. Targets are measurable and help to indicate whether the high-level objective aspirations have been met. Targets should be linked to objectives and be SMART (Specific, Measurable, Achievable, Realistic and Time-related). Indicators determine whether the targets have been met and thus if objectives have been achieved, and as such will also be used to highlight the progress of the travel plan.

6.2 The travel plan recognises that there is not one specific mode of transport suitable for all staff and that there need to be a number of alternatives in place. The travel plan is intended to promote flexibility and choice, focusing efforts on encouraging a reduction in car use rather than prohibiting it.

6.3 This travel plan has been prepared to achieve the following objectives:

- Achieve the minimum number of single occupancy car movements to and from the development;
- Reduce reliance upon the car and improving awareness and usage of alternative modes;
- Promote walking, cycling, public transport and car sharing;
- Minimise the total travel distance of staff, customers and visitors;
- Promote healthy lifestyles and sustainable, vibrant communities, accessible by all.

Modal Share Targets

6.4 Baseline travel surveys will be carried out and analysed by the travel plan coordinator (TPC) and will establish the existing travel patterns of staff. However as this data is not currently available, initial targets have been drafted based on the existing modal split for residents travelling to work within the Manchester Borough and Manchester City Centre areas, as noted in the 2011 Census (Source: Office of National Statistics), which can be seen in Error! Reference source not found. below:

Table 6.1: Mode Share for Residents of Manchester City Centre

Mode	Manchester Borough	Manchester City Centre
Single Occupancy Car	47%	22.5%
Walk / Cycle	19%	52.5%
Public Transport	27.5%	22.5%
Car Share	5%	2%
Taxi	1%	0.5%
Motorcycle	0.5%	0%

6.5 **Table 6.1** highlights the fact that the majority of city centre residents travel to work in a sustainable manner.

6.6 The initial target will be to seek to retain the existing local (city centre) level of non-car journeys. Upon achievement of the targets a more demanding set will be proposed; these will be proposed as part of a future travel plan, following surveys.

Indicators

6.7 The TPC will be responsible for implementing measures at the site, which are set out in an action plan later in this report. The measures will be reviewed annually following monitoring, to identify whether the programmed measures are the most appropriate, and if not, what replacement measures need to be identified. Any new measures will be set out in a revised action plan, alongside timescales for implementation.

6.8 Milestones to assess progress against the travel plan objectives and targets include:

- Issue of a travel plan information pack to all staff within three months of site occupation;
- Undertaking cycle surveys; and
- Uptake of the various measures.

6.9 Further milestones are programmed into the implementation timescale and will be reviewed on an ongoing basis.

7.0 TRAVEL PLAN MEASURES

7.1 A travel plan is the management tool for implementing measures that promote sustainable transport. A successful and cost-effective travel plan is one that implements measures that are relevant and realistic to the development. Consultation with staff, for example, through travel surveys, is therefore key to achieving support from those who the measures are targeted at and avoiding measures which may be unpopular.

7.2 The below measures have been agreed to be useful at this time; changes may be made over the course of the travel plan in conjunction with the local authority, to ensure that appropriate measures are in place.

Travel Awareness - Welcome Pack for Staff

7.3 Good accurate information on the range of services and travel initiatives available across the site will be a critical element of a successful travel plan.

7.4 The TPC will provide staff of the office development, shop, restaurant / café and bar with a welcome pack to ensure that sustainable travel patterns are created from the outset.

7.5 The welcome pack will include, though not exclusively, the following:

- An introduction to the travel plan, listing any key measures along with the contact details of the TPC;
- A map showing the location of the development in relation to the local area, highlighting the nearby bus stops, tram and rail stations and key local facilities within easy walking distance of the site;
- Public transport information, including:
    - A map showing the location of the site in relation to the local area, highlighting nearby bus stops, tram and rail stations;
    - Bus timetables of existing local services from nearby bus stops;
- Active travel information, including:
    - A map showing local cycle and walking routes, which would also indicate the locations of on- and off-site cycle parking and cycle shops in the area;
    - Details of local bike repair shops/retailers and available discounts/promotions, along with available training and maintenance sessions;
    - Health information;
- Information about car sharing and car clubs;
- Details of local taxi firms.

7.6 In addition to the welcome pack, staff for the whole development will be briefed on the site's travel plan as part of their interview and induction, to ensure that they are aware of the travel plan and site's sustainable nature from the start of their employment.

7.7 Travel information will also be provided to office visitors, prior to planned visits, to encourage use of sustainable travel options when travelling to the site.

7.8 Noticeboards will be erected within the entrance area to the development, as identified in **Figure 3.2**, and will be used to display travel plan-related materials to promote use of sustainable modes of transport.

Walking

7.9 The TPC will encourage walking as a mode of travel to work / to the development by implementing the following initiatives:

- Raise awareness of the health benefits of walking through promotional material in the welcome pack;
- Provide a map showing walking routes, indicating distances and times at appropriate intervals to the site;
- Identify whether any staff live close to each other, and if so, promote potential for walking buddy matching;
- Encourage staff to investigate local walks such as those shown on https://gmwalking.co.uk/walking-routes/
- Promote walking to work, for example, using national events such as Walk to Work Week (May, annually) (www.walktoworkweek.org.uk/).

Cycling

7.10 The TPC will encourage cycling as an alternative mode of travel to work / to the development by implementing initiatives such as:

- Provision of 16 cycle parking spaces in accordance with the GM Core Strategy cycle parking guidelines;
- Promote the cycle parking and showers / change facilities to staff;
- Provide information to staff on any local cycle proficiency 'Bikeability' courses such as through https://activetravel.tfgm.com/cycling/courses-and-bike-maintenance/;

- Promote the availability of cycling information, including route maps and useful tips and guidance on the TfGM website (https://tfgm.pindarcreative.co.uk/ / https://activetravel.tfgm.com/cycling/)
- Introduce the cycle scheme Government initiative to staff if demand is present; the scheme offers tax-free bikes and equipment for cycling to work;
- Encourage staff to sign up to local cycle hire schemes such as the Bee Network scheme (https://activetravel.tfgm.com/bee-network-cycle-hire/);
- Identify whether any staff live close to each other, and if so, promote potential for cycle buddy matching;
- Promote Bike to Work Week in June (http://bikeweek.org.uk/us/);
- Promote any local or national cycle-related campaigns and events; and
- Investigate staff interest in setting up a Bicycle User Group (BUG) to encourage leisure and commute cycling.

Public Transport Information

7.11 The TPC will encourage use of public transport as a mode of travel to work / to the development by implementing the following initiatives:

- Provide up-to-date public transport information, including route maps and timetables, within welcome packs;
- Details of community transport options and concessionary ticket availability;
- Provide details of local taxi firms in the welcome pack;
- Provide details of season tickets and any discounts that can be secured for staff with TfGM;
- Provide details of routes and destinations served by trains from Piccadilly Rail Station, as well as from Victoria and Salford Central stations; and
- The TPC will provide details of websites and telephone advice services to enable residents to obtain details on their individual journey requirements, including the Traveline website (http://www.traveline.info/) and TfGM's journey planner (https://tfgm.com/plan-a-journey).

Car Sharing Scheme

7.12 The TPC will ensure that staff are provided with information within the travel plan information packs promoting car sharing. The information will highlight the benefits of car sharing and the costs savings which may be had.

7.13 Several websites will be suggested for any staff who may wish to car share. This would include sites such as Car Share GM which is a car share scheme set up for the Greater Manchester area (https://carsharegm.com/index.html) which provides a matching service for those travelling on similar journeys.

Car Clubs

7.14 Car clubs provide an alternative to private car ownership and significant use can tackle congestion and air pollution levels.

7.15 Two car clubs operate in Manchester: Enterprise Car Club and Co Wheels. Enterprise has vehicles available on Tariff Street and in the Dale Street car park on China Lane which are both within 300m of the site. Further vehicles are available across the city centre and will be promoted as part of the travel plan process.

7.16 The local car clubs will be promoted to staff on a regular basis, to keep awareness high.

Personalised Journey Planning

7.17 Targeting individual journeys can be the most effective way of reducing car travel and encouraging use of sustainable modes.

7.18 The TPC will provide staff with guidance on how to develop their own journey plans for their individual journey requirements. The journey plan could include (dependent on which modes of transport are identified as being of most interest):

- Maps showing the location of the bus stops to use at either end of the journey, along with the accompanying walk route to their origin and destination;
- Suggestions of how to incorporate elements of the journey to sustainable modes; and
- Timetable information for public transport services used on their journey.

Alternatives to Travel

7.19 Alternatives to regular trips, such as the commute to work, present the potential to reduce single occupancy trips greatly. Staff should be encouraged to consider all journeys they make and identify whether an alternative is present.

7.20 Working from home even just one day per week can reduce traffic by a significant amount. The TPC will encourage office staff to work from home where feasible, and with the permission of their employer.

Cycle Parking Management

7.21 Indoor, secure cycle parking will be provided for 16 bicycles, within racking in a cycle store. The cycle store will be accessed externally from Bunsen Street, along with an internal access provided from the central corridor on the ground floor of the development.

7.22 The ongoing supply and demand within the cycle parking store will be monitored during travel survey periods.

Marketing Summary

7.23 The TPC will be responsible for providing staff, customers and visitors with an overview of the travel plan in order to promote a range of modes of transport and increase awareness of the alternative modes.

7.24 The following marketing tasks will be undertaken as part of the travel plan implementation:

- Development of a travel welcome pack for staff, providing a summary of the contents and key measures for implementation;
- Welcome packs will be distributed to all staff upon occupation; and,
- Updated information will be communicated to staff on a regular basis, to identify any changes in bus timetabling, local area facilities, cycle training and maintenance courses etc.

8.0 PLAN MONITORING AND REVIEW

8.1 To establish the success of the travel plan, an effective monitoring and review process must be agreed. Monitoring will ensure that there is compliance with the travel plan, assess the effectiveness of the measures and provide the opportunity for review of targets.

Monitoring

8.2 Monitoring of the plan is important for the following reasons:

- It demonstrates to MCC the effectiveness of measures implemented and the progress being made towards travel plan objectives;
- It justifies the commitment of the TPC and of other resources;
- It maintains support for the travel plan by reporting successes;
- It helps to identify any deficiencies within the travel plan, including any measures that are not effective; and
- The data can be shared with any other nearby employment travel planning sites, as well as inform the local authority and public transport operators of local travel patterns.

8.3 Annual travel surveys will be used to monitor the number of staff walking, cycling, travelling by car and public transport to and from the site. The results will then be compared with the staff mode share targets identified earlier in this travel plan.

8.4 The TPC will monitor travel patterns associated with the site on a regular basis. Surveys will take place on an annual basis for the first five years of site operation.

Reviewing

8.5 The TPC will undertake an annual review of the travel plan following monitoring. This review will be important in assessing the effectiveness of measures implemented, to identify areas where modification may be necessary. In particular the following will be assessed:

- The level of car / non-car usage at the site; and
- Comments received from staff.

8.6 The TPC will use data collected during the survey to compare the mode share statistics to the targets set for the development. The TPC may choose to revise the targets in order to maintain a realistic travel plan goal.

8.7 The TPC will also use spot check data regarding usage of facilities such as showers and cycle parking, to investigate the effectiveness of the measures and initiatives being promoted and the contribution they make towards travel plan objectives. The TPC may choose to remove ineffective measures and/or initiatives and implement new measures.

8.8 The TPC will prepare a progress report to include the results of monitoring, details and success of measures implemented and an action plan for the forthcoming period. This will be submitted to MCC for their review, upon request.

9.0 ACTION PLAN

9.1 The action plan follows, and includes measures, monitoring and marketing actions to be implemented, timescales for implementation, responsibilities and an indication of the budget required in order to deliver each action. An indication of who is responsible for delivery of each measure can also be found in the action plan.

Table 9.1 – Action Plan

Action	Target Date	Responsibility	Budget Indication
Initial Setup – Prior to Occupation			
Provide all highway and transport measures as agreed with MCC	As per planning agreements with MCC	Kamani Property Group / MCC	Kamani Property Group
Appointment of TPC	At least 1 month prior to site completion	Kamani Property Group	Staff time
Exchange contact details with relevant officers	As part of this Travel Plan	TPC	Staff time
Obtain public transport timetables, maps, car sharing information, route plans etc. to provide to staff, customers and visitors	At least 1 month prior to site completion	TPC	Staff time
Procure and produce information to populate welcome packs	2 weeks prior to site completion	TPC	Staff time + materials
Upon Occupation			
Issue travel welcome packs to staff	Upon occupation	TPC	Staff time + printing
Provide travel information to office visitors upon booking of appointments / visits	From occupation	TPC	Staff time
Within 3 Months of Occupation			
Issue travel survey to staff; analyse and issue final travel plan to MCC within 3 months of survey completion	Within 3 months of occupation	TPC	Staff time
Promote any local area / site-specific cycle training and cycle maintenance sessions	Within 3 months of occupation	TPC	Staff time

Promote local walks, cycles and associated active travel websites	Within 3 months of occupation	TPC	Staff time
Promote use of walking and cycling buddy schemes	Within 3 months of occupation	TPC	Staff time
Introduce a cycle scheme for staff	Within 3 months of occupation	TPC	Staff time
Encourage use of the various local cycle hire schemes to staff	Within 3 months of occupation	TPC	Staff time
Promote car sharing and car club usage	Within 3 months of occupation	TPC	Staff time
Set up Bicycle User Group (BUG), if interest present	Within 6 months of occupation	TPC	Staff time
Ongoing Tasks			
Update staff with any service or provision changes regarding local transport	6-monthly to align with seasonal timetable changes	TPC	Staff time
Promote public transport journey planners to staff and visitors	Ongoing	TPC	Staff time
Implement measures in line with staff requirements / interest, including promotion of national annual events such as Bike Week and Walk to Work Week	Ongoing	TPC	Staff time
Promote journey planning websites to staff	Ongoing	TPC	Staff time
Provide details of any public transport discounts or offers to staff	As they arise	TPC	Staff time
Annual Monitoring / Review			
Conduct repeat travel survey at same time of year as baseline survey, for four years	For four years after baseline survey completed	TPC	Staff time + printing
Analyse responses, produce progress report and submit to MCC	Within 3 months of survey completion	TPC	Staff time
Continue regular monitoring as set out and agreed with MCC	As agreed with MCC	TPC	Staff time
Undertake annual cycle parking surveys	As agreed with MCC	TPC	Staff time

10.0 CONCLUSION

10.1 This travel plan has been prepared by SCP on behalf of Kamani Property Group, to support a planning application to discharge Condition 12 of the Planning Decision ref: 116401/FO/2017. The application comprises a six-storey building to create Class E office accommodation, along with a Class E shop, a Class E restaurant and café, and Sui Generis drinking establishment units on the ground floor and basement on Dale Street in Manchester.

10.2 This travel plan reviews the existing transport facilities at the development site and identifies a range of measures for implementation by the travel plan coordinator to promote the use of sustainable transport modes.

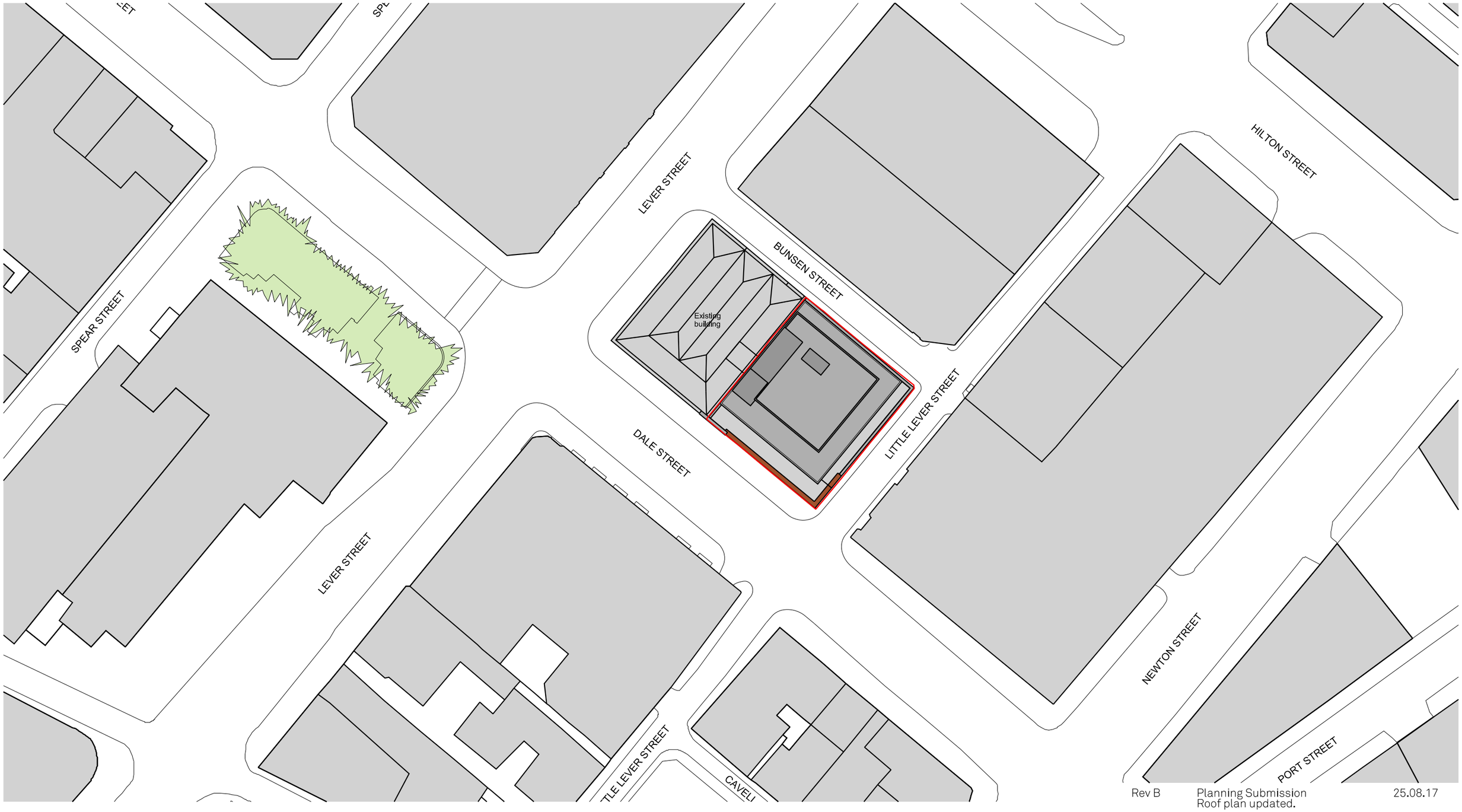
10.3 Through the delivery of the measures discussed within this travel plan, the objectives identified will be fulfilled. These include:

- Reducing reliance upon the private car and improving awareness and usage of alternative modes of transport;
- Promoting walking, cycling, public transport and car sharing;
- Minimise the total travel distance of staff, customers and visitors; and
- Promoting healthy lifestyles and sustainable, vibrant communities, accessible by all.

10.4 This document therefore ensures that sustainable access to the development is facilitated.

S|C|P

APPENDIX 1



Site Boundary

N

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Rev B	Planning Submission Roof plan updated.	25.08.17
Rev A	Roof plan updated.	21.07.17

Project Title
27 Dale Street, Manchester

Drawing Title
Proposed Site Plan

Client
Kamani Commercial Property Ltd.

Drawn By	Date	Project No.
MS	28.04.17	P16-019

Scale
1:500 @ A3

Drawing No.
02-02-003_B

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Notes

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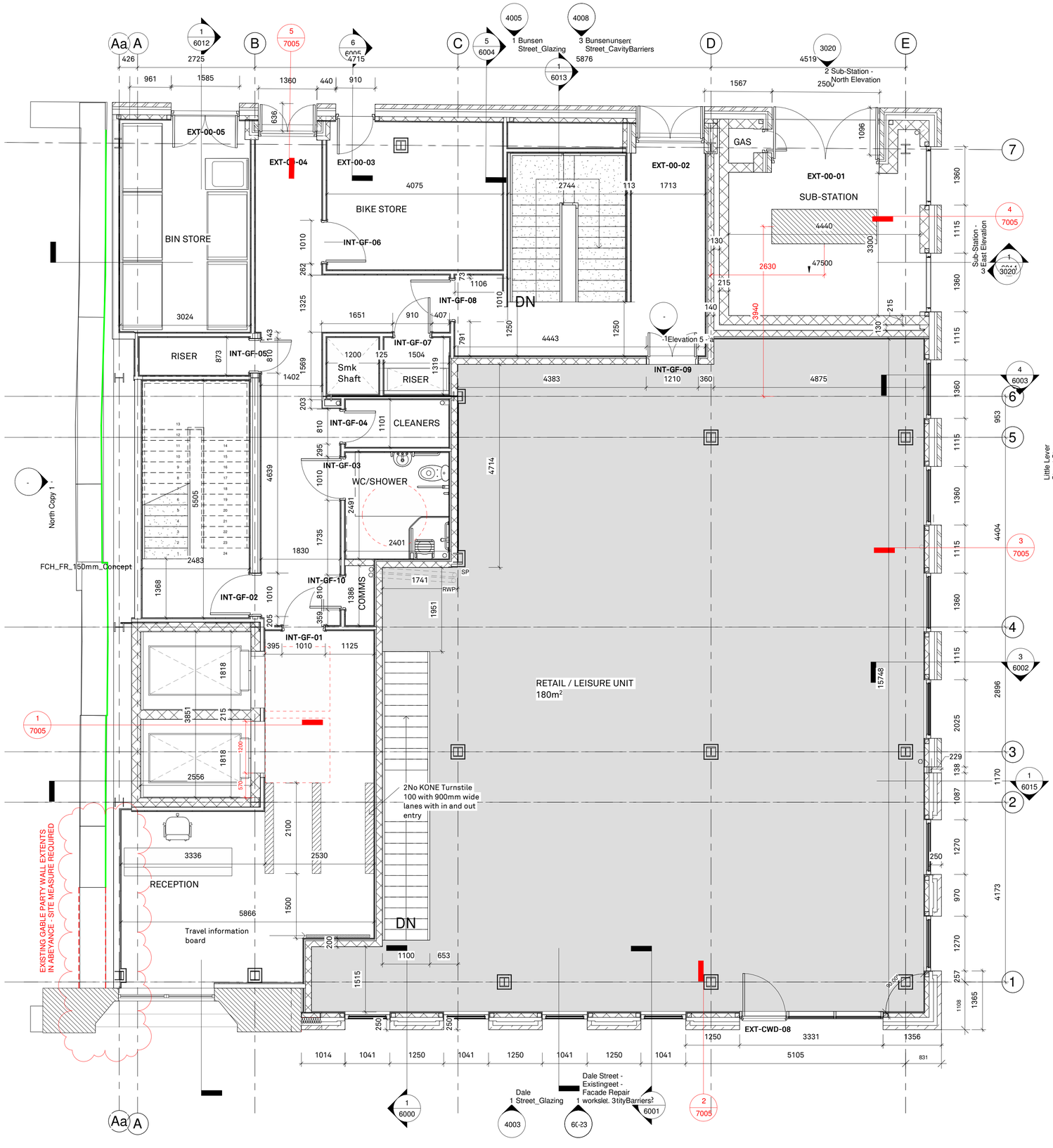
This drawing contains the following model files:

P16019-FCH-XX-XX-M3-A-0001 [P0.1] [S2]



External Envelope

External Wall Type (EWT) 01:
External masonry red brick and contrasting mortar
Inner leaf 100/140mm blockwork

External Wall Type (EWT) 02:
As above with reduced cavity width

External Wall Type (EWT) 03:
Existing facade (type and finish TBC)

External Wall Type (EWT) 04:
Ashlar stone rainscreen cladding system
- Aztec Roofing

External Wall Type (EWT) 05:
White ceramic tile rainscreen cladding system
- Aztec Roofing

External Wall Type (EWT) 06:
Aluminium panel rainscreen cladding system
- Aztec Roofing

Grey PPC aluminium window system. RAL 7016
- Comar Architectural Aluminium 5P.i

2 Sided structural glazing PPC aluminium framing and vertical cappings. RAL 7016
28mm double glazed units clear and opaque (colour tbc)
- Comar Architectural Aluminium 6EFT

Feature steel fins fixed to curtain wall system
- Corten

U-Value Requirements (external envelope)
Refer to BRUKL Report 24.08.18

Stone, Ceramic and Aluminium Rainscreen - Aztec Roofing	0.26 W/m²K
Masonry cavity walls	0.26 W/m²K
Curtain wall system -Comar 6EFT 2 sided SG	1.6 W/m²K
Windows - Comar 5P.i	1.6 W/m²K
Main Roof - SIG Design Technology	0.18 W/m²K

Revision	Date	Rev By	Chk By	Description
P13	12.08.20	LR	RE	Dimensions and door tags added to internal core area
P12	29.07.20	RE	GJ	Disabled WC / Shower layout revised. Turnstile layout revised.
P11	18.05.20	RE	GJ	Stone wall build up revised
P10	24.01.20	RE		Internal door to bin store included
P9	18.12.19	RE		Sub-Station wall buildup revised
P8	15.10.19	RE		Internal Dimensions included
P7	07.08.19	RE		Stair walls revised to accommodate steel beams and columns
P6	01.08.19	RE		Dale street facade revised.
P5	29.05.19	RE		Existing party wall partially confirmed. Wall on GL A moved to allow for access and drainage at terrace level..
P4	24.04.19	RE		Wall to Plant room revised. Stairs positions and internal layouts revised.
P3	29.11.18	RJC		Sub-station door size increased following ENW input
P2	06.11.18	RJC		5th floor slab, perimiter steel and grid line locations updated as per SE details
P1	03.08.18	RJC		Issued for information. Work In Progress

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Drawing No. **P16019-FCH-XX-GF-DR-A-3000** Rev. **P13**
Project Title **27 Dale Street, Manchester**
Drawing Title **Ground Floor Plan**
Client **Kamani Property Group**

Status	Purpose of Issue	Date	Drawn By
S2	**Construction**	**07.2018**	**RJC**
Job No.	Drawing Stage	Scale	Checked By
P16-019	**(4) Technical Design**	**As indicated @ A1**	