



**PREMIER INN - 43-47 PICCADILLY,
MANCHESTER**

**Proposed 129 bedroom Premier Inn
Hotel**

Travel Plan

**Prepared on behalf of Whitbread Group
Plc.**

WHIT/19/4788/TP02

May 2020

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1 INTRODUCTION

- 1.1.1 This Travel Plan is prepared by RGP on behalf of Whitbread Group Plc., the hotel operator in relation to the proposed 129 bedroom Premier Inn and ancillary restaurant at 43-47 Piccadilly, Manchester.
- 1.1.2 The site is located at the north-eastern corner of the signalised junction with Piccadilly and Lever Street, within Manchester city centre. The development proposals are for a 129 bedroom Premier Inn hotel, which would be operated by Whitbread, with the grade II listed building which fronts Piccadilly to the south retained. The hotel would be car-free, owing to the city centre location of the site, whilst all deliveries and servicing associated with the hotel would be provided from Back Piccadilly at the rear of the site, as detailed within the accompanying Delivery and Servicing Plan prepared by RGP.
- 1.1.3 This Travel Plan demonstrates the opportunities for sustainable travel to / from the site as well as highlighting the benefits that a Travel Plan can bring to a company such as Whitbread. This Travel Plan will target both staff and guest travel associated with the Premier Inn hotel, detailing appropriate measures and initiatives to be implemented should planning permission be granted.
- 1.1.4 Whitbread Group plc are the end user and tenant for the scheme. Whitbread Group plc have been involved in the production of this document and their commitment is demonstrated within the Approval section.
- 1.1.5 In preparing this Travel Plan, RGP has reviewed relevant national guidance and best practice documents as well as Manchester City Council's Core Strategy: 2012-2027, which requires as part of Policy T2: Accessible Areas of Opportunity and Need, that a Travel Plan is produced to support all major applications.
- 1.1.6 In addition, the production of this TPS meets the Building Research Establishment's Environmental Assessment Methodology (BREEAM) requirements for credits associated with TRA01: Transport Assessment and Travel Plan and TRA02: Sustainable Transport Measures under BREEAM New Construction (2018).

2 WHAT IS A TRAVEL PLAN?

2.1 What is a Travel Plan?

2.1.1 A Travel Plan is a strategy through which an organisation is able to manage journeys related to its operation. It comprises a package of measures tailored to the needs of an individual site and aimed at promoting more sustainable travel (walking, cycling and public transport) and reducing reliance on the private car. The development of such measures can reduce the impact of travel and transport whilst also bringing a range of benefits to individuals and the local community.

2.1.2 For staff and guests, a Travel Plan can:

- (i) Help provide less stressful options for travel, with the ability to socialise;
- (ii) Present opportunities to build healthy exercise into daily life; and
- (iii) Reduce the cost of travel.

2.1.3 For the local community a Travel Plan can:

- (i) Make local streets less congested, less dangerous, less noisy and less polluted;
- (ii) Enhance public transport;
- (iii) Improve the environment and the routes available for walking and cycling; and
- (iv) Help create a place which is better to live in, work in and visit, which in turn can attract investment.

3 PURPOSE OF THIS TRAVEL PLAN

- 3.1.1 The objective of this Travel Plan, as far as is reasonable, is to encourage alternative modes of travel for staff and guest related trips to and from the Manchester Piccadilly Premier Inn. Due to the nature of hotel operations, it is likely that guests of the Premier Inn would be travelling relatively long distances to reach the site, however, journeys by guests during their stay and commuting trips by staff are shorter and potentially easier to target with regards to mode shift.

Key Benefits of Travel Plans to Whitbread Group include:
• Satisfying local planning and highway authorities; • Improved 'green credentials' and strengthening the Premier Inn brand as seen by customers; • Improved corporate social responsibilities, above that of its competitors; • Financial savings for Whitbread and its staff / guests; and • Improved staff retention and morale.

- 3.1.2 Through the development of a Travel Plan issues relating to congestion, road safety and inappropriate parking can be addressed bringing benefits to staff, guests and the local community.

4 KEY AIMS OF THIS TRAVEL PLAN

4.1.1 This Travel Plan represents a long-term strategy to promote more sustainable travel and to offer realistic transport choices for all journeys associated with the proposed development. These include:

- (i) Commuting journeys by staff;
- (ii) Main journeys by guests to and from the hotel; and
- (iii) Journeys made by guests during their stay.

The Key Aims of this Travel Plan are to:
• Provide staff and guests with greater information as to the alternative modes of travel available when travelling to and from the surrounding commercial, employment and retail areas. • Identify opportunities to provide new infrastructure to support sustainable modes of travel for staff and guests; • Promote the use of alternative modes of travel; and • Support staff to achieve a shift in travel behaviour away from single occupancy car travel towards more sustainable modes of transport.

4.1.2 The overall aim of the Travel Plan therefore is to reduce reliance upon the private car and promote active modes of travel (walking and cycling) by increasing awareness of the alternative modes and promoting the associated benefits of sustainable transport.

4.1.3 The objectives of this Travel Plan can be summarised as follows:

- (i) Establish travel behaviour patterns and recognise any barriers to change;
- (ii) Identify measures to reduce reliance on the car and enable the hotel to minimise traffic generation arising from the site;
- (iii) Introduce measures to limit delivery trips;
- (iv) Foster awareness of and 'buy in' to the Travel Plan amongst staff and guests; and
- (v) Implement a package of physical and management measures that will facilitate and actively encourage the use of sustainable modes.

- 4.1.4 The Department for Transport's research study 'Making Travel Plans Work' found that the most basic travel plans can achieve 3-5% reductions in the numbers of employees travelling to work alone by car, with more comprehensive plans achieving 15-30% reductions over a two to four year period.
- 4.1.5 Although Travel Plans typically target all site users, modal shift is most effective when targeting regular journeys, which are short in length, such as the daily commute. The average number of staff at a Premier Inn hotel is in the order of 25 in attendance at any one time during busy periods. Success rates are increased further when awareness of alternatives to the car are presented prior to travel habits becoming formed.
- 4.1.6 A Travel Plan is never complete, it is an evolving document and process which requires continuous input and monitoring, as well as on-going commitment from all users of the site. **Figure 4.1** below illustrates the 'Life Cycle' of the Travel Plan from its inception through to the implementation and monitoring stages.

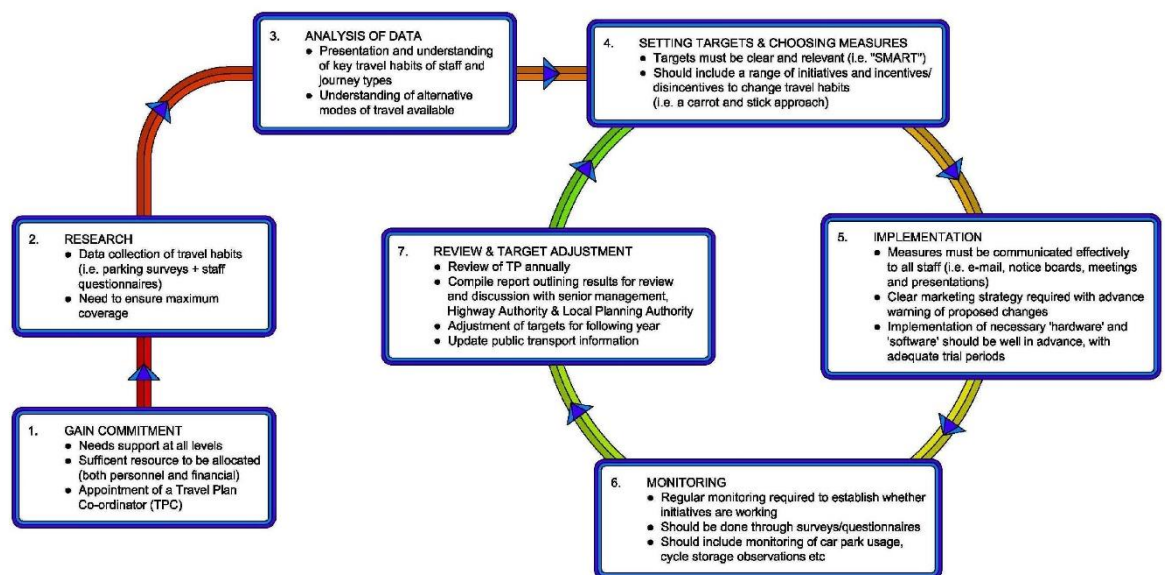


Figure 4.1. Travel Plan 'Life Cycle'

5 WHITBREAD AND TRAVEL PLANNING

- 5.1.1 Whitbread is committed to minimising its impact on the environment and promoting good environmental practice in order to become a more sustainable business. Whitbread has principally focused its environmental efforts on the use of water, production of waste and reduction of greenhouse gas emissions associated with energy and fuel use in buildings, its company car fleet and distribution of food and drink.
- 5.1.2 Whitbread is currently in the process of heightening the importance of Travel Plans for all new hotel developments / extensions and well as at existing premises to reduce the negative effects of travel associated with its establishments.
- 5.1.3 Whitbread is the UK's largest operator of hotels, with over 750 Premier Inn branded hotels throughout the UK, and hence to implement Travel Plans across all sites will require extensive management and coordination. Additionally, it is acknowledged that this will be a particular challenge in the context of the usual trend in hotel visitation (i.e. hotel guests generally travel by car).
- 5.1.4 Accepting this trend, the key aim of Whitbread in developing Travel Planning across the business is to encourage staff and guests to think about travel choice, which should result in greater non-car travel and an increased awareness of environmental issues generally. This feeds into Whitbread's "Force for Good" initiative.
- 5.1.5 The "Force for Good" sustainability programme lays down Whitbread's commitment to operating in a way that respects people and planet, making a meaningful contribution to the communities it serves and creating employment opportunities for all.



Figure 5.1. Force for Good Graphic

- 5.1.6 Furthermore, the preparation of Travel Plans for Premier Inn hotels will put Whitbread on course to achieve its science-based Carbon target *“to reduce carbon emissions intensity by 50% by 2025 and as much as 88% by 2050”*.

6 TRAVEL PLAN COORDINATOR

6.1.1 One aspect that will be common throughout all sites is the role of Travel Plan Coordinator (TPC). The Premier Inn Hotel Manager for each site will be tasked with the TPC role. The TPC is responsible for taking the lead for travel planning at their site. It will be their responsibility to raise awareness of sustainable travel, promote initiatives and monitor the overall effectiveness.

6.1.2 The relevant contact details for the management of this Travel Plan are as follows:

James Anderson – Whitbread Property Communications Manager

Email – james.anderson@whitbread.com

Hotel Manager – Premier Inn Piccadilly, Manchester

Email: TBC

6.1.3 Whitbread will ensure that there are adequate resources available to fully implement the Travel Plan.

6.1.4 The TPC role is defined within the job description of the Hotel Manager and training for the role is provided by Whitbread as part of new hotel openings and new staff inductions. In addition, RGP can hold Travel Plan Introduction and Training Seminars with each Hotel Manager (TPC) prior to the opening of a new site / implementation of a Travel Plan. This ensures that the TPC knows what is expected of them from the outset, when a Travel Plan is to be implemented. The role of the TPC is imperative to the success of the Travel Plan.

Summary of the Travel Plan Coordinator Role:
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- | |
|--|
| <ul style="list-style-type: none"> • Manage the day to day running of the Travel Plan, liaising with Whitbread management should any additional budget be required; • Analyse survey data as to travel behaviour; • Delegate certain tasks of the TPC to other staff; • Ensure the necessary review and monitoring is undertaken on an annual basis; • Investigate further Travel Plan / sustainable initiatives; and • Train staff to deal with travel related queries from guests. |
|--|

6.1.5 All hotel and restaurant staff are informed of the Travel Plan through the induction programme.

6.1.6 Multi-Site Managers will also be made aware of the concept of Travel Plans through the 'one weekly' communication. This will guarantee uniformity and acceptance across all regions.

- 6.1.7 An electronic copy of this Travel Plan will be made available for reference on the Whitbread Intranet.

7 HOW PREMIER INN HOTELS OPERATE

7.1.1 Premier Inn offers good quality, competitively priced, convenient overnight accommodation for guests. The principal mode of travel by guests will be influenced largely on the location of the site, availability of public transport, the proximity of the Premier Inn to the strategic road network and parking provision / availability. Those Premier Inn sites located within town and city centre locations, will be more attractive to those guests arriving by public transport, whilst those sites situated close to A-roads and out-of-town locations will have a higher proportion of guests driving to the site. The location of a Premier Inn hotel relative to a guest's ultimate destination (such as business venue, leisure attraction etc.) is also important in determining the modal choice of journeys during a guest's stay.

7.1.2 The duration of stay of guests at a Premier Inn is summarised in **Figure 7.1**:

	TOTAL	MIDWEEK	WEEKEND
1 night	66%	68%	64%
2 nights	21%	18%	24%
3 nights	7%	8%	8%
4-7 nights	6%	6%	5%

Figure 7.1. Duration of Guest Stay

7.1.3 As illustrated by the above table, the average duration of stay is 1.5 nights. Premier Inn sites generally comprise a mix as to the purpose of stay. Broadly speaking the split is 50% business related and 50% leisure related stays. This, of course, varies depending on the day of the week (i.e. weekends generally attract leisure related guests whilst weekdays usually comprise a higher proportion of business-related guests).

7.1.4 The on-site restaurant would cater for breakfast and evening meals, associated with the guests staying at the Premier Inn. This relationship therefore reduces the need for travel away from the site by Premier Inn guests.

7.1.5 With regards to the servicing needs of the hotel, it is anticipated that the site will be served by 14 deliveries per week (3x food, 1x liquor, 7x linen and 3x refuse). This equates to approximately 2 deliveries per day. This servicing typically takes place during the daytime, ensuring the highway peak hours are avoided. It is Whitbread policy for delivery vehicles to visit a number of hotels making deliveries and collections as part of a coordinated delivery strategy, therefore reducing the impact of its business on the highway network. The number of deliveries is constantly reviewed with the frequency and size of each delivery monitored to ensure that the minimum number of deliveries occur at each site.

- 7.1.6 Since all Whitbread sites differ, the approach to Travel Planning needs to be bespoke for each site, however, the fundamentals of promoting sustainable travel to staff and guests is common to all sites. Therefore, a number of measures have been introduced on a corporate-wide basis.
- 7.1.7 Convenience is a guest's prime wish and so for any Travel Plan to be successful its measures and initiatives need to be appropriate and realistic.



Premier Inn Bedroom



Typical Premier Inn Service Vehicle

8 SITE DESCRIPTION AND ACCESSIBILITY CREDENTIALS

8.1 Site Description

- 8.1.1 The site is located at the north-eastern corner of the signalised junction with Piccadilly and Lever Street, within Manchester city centre. The site is bound by Back Piccadilly to the north, a number of commercial premises on the eastern side which also front Piccadilly to the south and Lever Street on its western side.
- 8.1.2 As shown on **Plan 01**, the site lies within Manchester city centre and therefore benefits from convenient access to a wide range of amenities and local services to the benefit of both staff and guests.
- 8.1.3 Pedestrian access to the site is also provided via footways on the northern side of Piccadilly, to the south of the site.

8.2 Local Highway Network

- 8.2.1 As previously mentioned, the site fronts Piccadilly to the south, which then meets Portland Street / Newton Street to the south-east (circa 50 metres from the site) and Lever Street at the south-western corner of the site, via separate signalised junctions.
- 8.2.2 The local highway network is subject to a number of one-way restrictions in the vicinity of the site, including Back Piccadilly which serves east-west traffic only across the site's northern frontage. A number of single and/or double yellow line restrictions are also present locally, with no loading permitted at any time on Piccadilly to the south and no loading between 8am – 10am and 4pm – 6pm Monday to Friday on Lever Street.
- 8.2.3 There are bus stops located on both sides of Piccadilly at the site's southern frontage which serve a high frequency of bus services. There are also bus stops on Lever Street on the western side of the carriageway.
- 8.2.4 The site benefits from convenient access to the wider highway network in the form of the A665 Ring Road which passes the site approximately 450 metres to the north and is accessible via Newton Road to the east and Lever Street to the west. The A665 Ring Road provides an arterial route around the northern periphery of Manchester city centre and links with the A57(M) and A62.
- 8.2.5 **Plan 01** attached hereto, illustrates the site's location in the context of the surrounding highway network and details the available public transport facilities and tourist amenities.

8.3 Local Amenities

8.3.1 **Figure 8.1** outlines the amenities available within 500m of the site, which are also shown on **Plan 01**. The table also includes general walk times in accordance with the Chartered Institution of Highways and Transportation (CIHT) guidelines of 80 metres a minute walking speed.

Type of Amenity	Name of Amenity	Location	Distance from Site	Time to Walk
Food Outlet (Selection within 180m of the site. Many more within 500m)	Byron Burger	Piccadilly Gardens	40m	1 minute
	Ask Italian	Piccadilly Gardens	45m	1 minute
	Nandos/Zizzis	Piccadilly	70m	1 minute
	Morrisons	Piccadilly	80m	1 minute
	Spar Convenience Store	Piccadilly	180m	2 minutes
	M&S Simply Food	Parker Street	180m	2 minutes
Access to Cash	ATM	Piccadilly	35m	1 minute
	Santander (Bank)	Market Street	190m	2 minutes
Outdoor Open Space	Piccadilly Gardens	Piccadilly	40m	1 minute
Recreation/Leisure Facilities	Energie Fitness	Piccadilly (A6)	130m	2 minutes
Postal Service	Piccadilly Plaza Post Office	Portland Street	270m	3 minutes
Community Facility	Manchester Visitor Information Centre	Piccadilly Gardens	140m	2 minutes
Pharmacy	Boots	Market Street	130m	2 minutes
GP Surgery	Not within 500m of the site			
Childcare/School				

Figure 8.1: Facilities within 500m of the Site

8.3.2 It is also noted that the scheme includes the provision of an ancillary restaurant which would add to the available 'Food Outlet' amenities for guests and staff of the proposed hotel.

8.4 Accessibility Credentials

8.4.1 Considering the location of the site and the non-provision of associated car parking it is likely that public transport and active modes of travel such as walking and cycling would be the primary choice for all users.

- 8.4.2 To further understand how journeys will be made to and from the site as well as during a guest's stay, a review of the opportunity for users of the site to travel by sustainable modes has been undertaken. This assessment confirms that the development proposals conform to the key principles of the National Planning Policy Framework (NPPF) in relation to transport, namely, to give priority to pedestrian and cycle movements and have access to high quality transport facilities.
- 8.4.3 Generally Premier Inn employ staff from the local community where there is opportunity to maximise the use of alternative modes of travel. The information available at: www.tfgm.com (Transport for Greater Manchester) will be promoted for this purpose.

Pedestrian / Cycle Infrastructure

- 8.4.4 Walking and cycling play a vital role in healthy and active lifestyles and if convenient and safe links are available there is significant opportunity to reduce the need for local car trips, thus reducing traffic levels on the surrounding highway network. It is commonly accepted that 2km and 5km journeys are ideally placed to be undertaken on foot or by bicycle, respectively.
- 8.4.5 Pedestrian Infrastructure in the vicinity of the site is considered to be of excellent quality with wide and well-lit footways on both sides of Piccadilly and Lever Street, as well as regular seating provision, specifically of benefit to the elderly or infirm, and directional signposting to the benefit of all pedestrians and cyclists.
- 8.4.6 At the south-eastern corner of the site, there are two signalised pedestrian crossing facilities which enable pedestrians to walk to Piccadilly Gardens, or continue south-west on Piccadilly and connect to Market Street which comprises a wide variety of retail facilities accessed via a pedestrianised route. These crossing facilities consist of dropped kerbing, tactile paving and traffic signals. This provision acts to assist all pedestrians including those with varying degrees of disability / visual impairment and those accompanied by young children.
- 8.4.7 Over short distances, cycling is often quicker and cheaper than using a car and more flexible than using public transport.
- 8.4.8 In terms of local cycle infrastructure, Piccadilly (A6) comprises on-road cycle lanes that provide a route south to Store Street approximately 500 metres from the site. In turn, Store Street provides access to National Cycle Route 66 (NCR66) which is an on / off road cycle route that continues north-west to Newton and Failsworth. In addition, NCR6 can be accessed approximately 1.3 kilometres south of the site via London Road which adjoins Whitworth Street.

- 8.4.9 NCR6 is a long-distance on/off road cycle route that begins in London and ends in the Lake District; locally, NCR6 provides access to multiple residential areas on the outskirts of Manchester city centre including Whalley, Fallowfield and Levenshulm. Where staff may reside.
- 8.4.10 There are a number of cycle hubs in the vicinity of the site with the closest, comprising 194 cycle spaces, situated at City Tower (c.150 metres away). Additional cycle hubs are indicated on **Plan 01**.
- 8.4.11 It is of note that the City Tower cycle hub is open between 06:00 and 20:00, Mondays to Fridays, and 08:00 and 17:00, Saturdays and Sundays. The opening times of other cycle hub facilities vary. For further details of cycle hub locations, opening times and usage charges, visit www.tfgm.com/cycling/parking/find-a-cycle-hub.
- 8.4.12 In addition to this there are also short-stay 21 Sheffield style cycle stands, with a capacity to hold up to 42 bicycles located on Piccadilly (within a 50m of the site) that are available for general use.
- 8.4.13 It is therefore considered that there are realistic opportunities for staff and guests to travel to / from the site by active modes (walking and cycling).

8.5 Bus Services

- 8.5.1 The nearest bus stops to the site are located at the site frontage on both Lever Street and Piccadilly. Lever Street bus stops (Stop E & F) provide access to bus routes 59, 114 135 and 182, alternatively, the Portland Street bus stops (Stop S and R) on Piccadilly, provide access to bus routes 18, 33 and 41.
- 8.5.2 A summary of services from these stops is provided in **Figure 8.2** and further information is available from the TfGM website.

BUS TIMETABLE			
Service	Route Summary	Typical Frequency	Hours of Operation
Dale Street Bus Stop (Stop E)			
59	Manchester - Rushcroft	Mon-Sun: 30 minutes	Mon-Fri: 05:29-01:02 Sat: 06:19-01:02 Sun: 07:06-01:02
114	Manchester - Alkrington	Mon-Sun: 60 minutes	Mon-Sat: 07:12-22:38 Sun: 10:12-22:38
135	Dale Street – Manchester City Centre – Heaton Park - Bury	Mon-Sat: 7 minutes Sun: 10 minutes	Mon-Fri: 05:10-00:15 Sat: 05:19-00:15 Sun: 06:53-00:05
182	Dale Street – Newton Heath – Chadderton – Wrens Nest – Rochdale	Sat: 30 minutes Sun: every hour	Sat: 05:50-23:26 Sun: 07:57-22:03

Portland Street Bus Stops (Stop S and R)			
18	Manchester City Centre – Blackley – Middleton – Blackley – Manchester City Centre	Mon-Sat: 20 minutes Sun: 30 minutes	Mon-Fri: 05:28-23:23 Sat: 05:39-23:23 Sun: 08:27-23:23
33	Manchester – Worsley via Eccles New Road, Eccles	Mon-Sun: 60 minutes	Mon-Fri: 06:00-23:40 Sat: 08:00-23:40 Sun: 09:02-23:27
41	Sale – Manchester City Centre – Middleton	Mon-Sat: 15 minutes Sun: 30 minutes	Mon-Fri: 05:47-20:00 Sat: 06:43-19:42 Sun: 08:31-18:01

Figure 8.2. Summary of Local Bus Services

8.5.3 Furthermore, there is a greater frequency of services available from the Piccadilly Gardens stops located approximately 150 metres south of the site on Parker Street. At this location, Metrolink services are available providing frequent services to Manchester city centre locations (map attached at **Appendix A**). All aforementioned bus and Metrolink stops provide shelters, seating and full timetable information.

8.5.4 As demonstrated in **Figure 8.2**, there are a wealth of services available in close proximity to the site, providing convenient city-wide travel which would be particularly attractive to staff travelling to/from the hotel and guests making journeys during their stay.

8.6 Manchester Metrolink

8.6.1 The nearest Metrolink station to the site is Piccadilly Gardens, located 150m south of the site. Metrolink is a light rail transit network which provides services connecting city centre locations with destinations further afield such as Rochdale, Bury, Ashton-Under-Lyne and Manchester Airport.

8.6.2 Each Metrolink station provides step-free access, real-time information displays and route / timetable information. **Figure 8.3** provides a summary of the Metrolink timetable from the Piccadilly Gardens station.

METROLINK (Piccadilly Gardens)								
From Piccadilly Gardens	Mon-Thur		Fri		Sat		Sun	
	First	Last	First	Last	First	Last	First	Last
To Altrincham	05:58	23:46	05:58	00:34	05:58	00:34	06:58	23:34
To Ashton-under-Lyne	05:18	23:37	05:18	00:37	05:18	00:37	06:16	23:37
To Bury	05:52	23:40	05:52	00:40	05:52	00:40	06:55	23:40
To Eccles	06:02	23:26	06:02	00:36	06:02	00:36	07:03	23:27
To Piccadilly	05:18	00:06	05:18	01:06	05:18	01:06	06:16	00:06
To Etihad Campus	05:18	00:01	05:18	01:01	05:18	01:01	06:16	23:52
To MediaCityUK	06:02	23:36	06:02	00:36	06:02	00:36	07:03	23:27

Figure 8.3. Summary of Metrolink Services from Piccadilly Gardens

8.6.3 The Metrolink services afford guests with a highly accessible mode of transport in order to reach Exchange Square in the city centre or Manchester Airport for example. The tram would also provide a convenient interchange between bus and rail services. A full route map is provided at **Appendix B**, attached.

8.7 National Rail Services

8.7.1 Manchester Piccadilly rail station is located approximately 500m south-east of the site. The proposed hotel would therefore benefit from good access to the station which provides an extensive range of services to areas throughout the UK, as well as to local destinations.

8.7.2 Manchester Piccadilly rail station is operated by Network Rail and step-free access is provided to all platforms at the station. There are secure cycle parking facilities provided at the station's main frontage on Fairfield Street with capacity to hold 43 bicycles and Brompton bike hire facilities are also available. A summary of rail services from Manchester Piccadilly is provided in **Figure 8.4**.

Rail Timetable (Manchester Piccadilly Railway Station)		
Destination	Typical Frequency	Typical Duration
Manchester Airport	9 trains per hour	17 - 24 minutes
Crewe via Manchester Airport	4 trains per hour	32 minutes - 1 hour 9 minutes
Alderley Edge	3 trains per hour	30 minutes
Hazel Grove	3 trains per hour	25 minutes
Liverpool Lime Street	3 trains per hour	54 minutes
London Euston	3 trains per hour	2 hours 7 minutes
Glossop	2 trains per hour	30 minutes
New Mills Central via Bredbury	2 trains per hour	30 minutes
Rose Hill Marple via Guide Bridge	2 trains per hour	31 minutes
Buxton	2 trains per hour	1 hour 2 minutes

Sheffield via New Mills Central	2 trains per hour	1 hour 15 minutes
Blackpool North	2 trains per hour	1 hour 18 minutes
Chester	2 trains per hour	1 hour 2 minutes - 1 hour 29 minutes
York	2 trains per hour	1 hour 30 minutes
Southport via Bolton	1 train per hour	1 hour 21 minutes
Hull	1 train per hour	1 hour 58 minutes
Cleethorpes	1 train per hour	2 hours 34 minutes
Bristol Temple Meads via Stoke-on-Trent	1 train per hour	3 hours 5 minutes
Bournemouth via Stoke-on-Trent	1 train per hour	4 hours 45 minutes
Carmarthen	1 train per hour	5 hours
Glasgow Central	1 train every 2 hours	3 hours 18 minutes
Barrow-in-Furness	3 trains per day	2 hours 13 minutes
Scarborough	1 train per day	2 hours 30 minutes

Figure 8.4. Summary of Local Rail Services

- 8.7.3 In terms of station accessibility and mobility access, the station is fully accessible to wheelchair users with step free access (lifts) to all available platforms, ramps provided for train access, staff on hand 24 hours a day to assist all travellers, including those with visual impairments or travelling with small children. Wheelchairs are also available at the station.
- 8.7.4 Further details regarding the services and facilities available at the station can be found at: www.nationalrail.co.uk. For reference, a network rail map is attached at **Appendix C**.

Car Clubs

- 8.7.5 Car clubs provide an alternative to using a private car. Cars are located across Manchester and used on a pay-as-you-go basis. The cost of usage is based on how long the car is used for and the distance driven and can often work out cheaper than owning and running a car privately. Typically, cars are rented online and can be collected and returned 24 hours a day.
- 8.7.6 Enterprise Car Club operate closest to the site, with a vehicle located 160m south-east of the site on Piccadilly and stored within the NCP Piccadilly Gardens car park (M1 3AY).

Accessibility by Taxi

- 8.7.7 It is anticipated that some trips to the hotel will be made by taxi, especially by those with disabilities and/or carrying heavy luggage. The following operators serve the area surrounding the site and can be pre-booked in advance: Street Cars – 0161 228 7878, Union Cars – 0161 833 4141 and Cresta Cars – 0161 205 5000.

8.8 Accessibility Index

- 8.8.1 The site records an Accessibility Index score of 40.30, the output for which is attached at **Appendix D**.
- 8.8.2 This is based on calculating the proximity of the site to bus stops within 650m and railway stations within 1000m and averaging the frequency of each service for a given time frame.
- 8.8.3 This AI qualifies the site for an additional BREEAM Credit under TRA02 as the site has an AI score of 8 or more.

8.9 Summary

- 8.9.1 In summary, RGP consider that the accessibility credentials of the proposed site are excellent, owing to its central location within Manchester and benefiting from a high level of public transport accessibility as well as high quality walking and cycling facilities. Therefore, users of the site have numerous opportunities to use sustainable modes of travel. This Travel Plan details measures to encourage greater uptake and awareness of these sustainable travel modes, particularly the active modes of walking and cycling, which acts to reduce congestion on public transport services.

9 TRAVEL PLAN INITIATIVES

9.1.1 The text below outlines the measures that Whitbread has committed to on a corporate-wide basis. Certain measures will be provided as part of the hotel's construction whereas other measures will require on-going promotion.

9.1.2 The TPC will introduce, refine and expand upon these initiatives during the life of the Travel Plan, initially a five-year period.

9.2 Site Infrastructure

- (i) The majority of Premier Inn hotels benefit from being co-located with an on-site restaurant, which caters for guest's breakfast and evening meals, reducing the need to travel off-site.
- (ii) Staff showers and lockers (for the storage of clothing and cycle equipment i.e. helmets) will be fully installed prior to occupation of the hotel as part of the construction. Dedicated shower and changing areas for staff will be provided in the basement, with guests having access to a bathroom within their own room.

It is proposed that Sheffield cycle standards be provided in the basement.

Premier Inn also allows bicycles to be kept in rooms if required. Further details are available here: <http://www.premierinn.com/en/why/bike-friendly-hotels.html>.

The facilities at the nearby Cycle Hubs (i.e. City Tower) could also be utilised to accommodate associated cycle parking demand. It is also noted that there are currently 21 Sheffield style cycle stands, with a capacity to hold up to 42 bicycles located on Piccadilly (within 50m of the site).

- (iii) Cycle maintenance tools to include a bicycle pump and puncture repair kit will be made available at reception.
- (iv) Internet ready computers are available in reception and guests can make use of free Wi-Fi for accessing travel related websites, for example.
- (v) Amazon have the option to provide Amazon Lockers within Premier Inn hotels, these are accessible to all, including the local community, 24 hours a day.



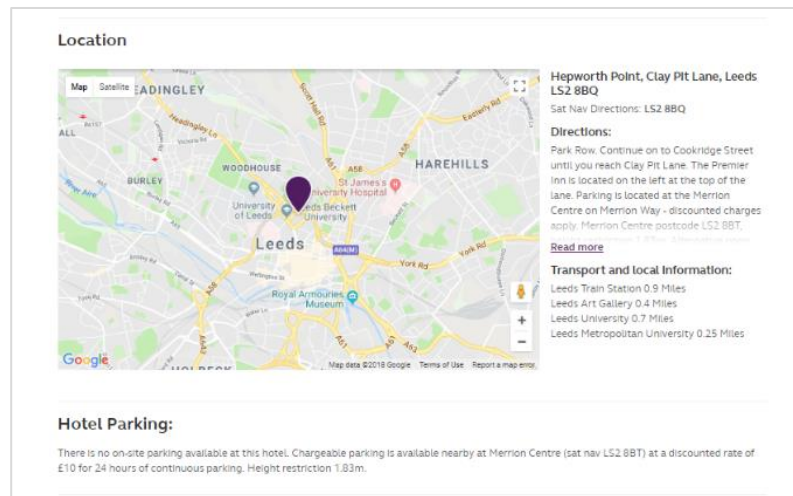
Internet-Ready Computers



Amazon Lockers

9.3 Whitbread Corporate Initiatives

- (i) Local Recruitment Policy – Whitbread aims to recruit 95% of staff through local job centres; by virtue of this most Premier Inn staff reside within a 5-mile radius of their place of work, meaning that alternative modes of travel to the car, such as train, bus, cycling and walking will offer realistic travel choices.
- (ii) Website Information / Booking Confirmation – sustainable transport information is available on the Premier Inn website, this enables guests to plan their journey in advance and/or consider available travel choices prior to booking. Over 85% of bookings are made directly through www.premierinn.com.



Example Website Travel Information

- (iii) Staff Voucher Scheme – a 10% discount can be obtained at Halfords when purchasing vouchers in advance, this can be used to purchase bicycles/ cycle equipment, thereby encouraging their use,

9.4 General Information and Raising Awareness

9.4.1 A vital element is to ensure that staff are aware of the Travel Plan and the information contained within, to encourage them to use sustainable modes of transport. The concept of the Travel Plan will be reinforced on a day-to-day basis via training, staff communications and promotion of the Travel Plan initiatives to include the associated financial incentives.

9.4.2 A principal reason for not travelling by sustainable means of transport is uncertainty regarding available routes for walking and cycling, and unawareness of the timetable and ticket / pricing information relating to public transport use.

- (i) Staff Welcome Pack – all new recruits will be informed of the Travel Plan during their interview / the induction process. This would include informing staff about Manchester's online journey planner: <https://my.tfgm.com/#/planner/>.
- (ii) Travel Plan Notice Board – an information board displaying up to date information on sustainable travel will be erected within a communal area i.e. the staff room.

The noticeboards will provide up-to-date information, such as:

- a) Walking and cycling maps, detailing safe routes to/from the site;

- b) The health benefits of walking and cycling;
 - c) Routing, ticketing and timetable information for local public transport services;
 - d) Contact details for local taxi firms;
 - e) Details of car sharing schemes, to include promotion of www.carsharegm.com/ and details of potential cost savings; and
 - f) A summary of the available travel initiatives, to include the Halfords voucher scheme.
- (iii) Reception Information Point – Premier Inn reception staff will be trained to answer guest travel queries and provide information on the local amenities, which may be the ultimate destination of a hotel guest. There are also plans afoot to trial displaying restaurant, attraction and conference/business centre information on-screen in hotel rooms.



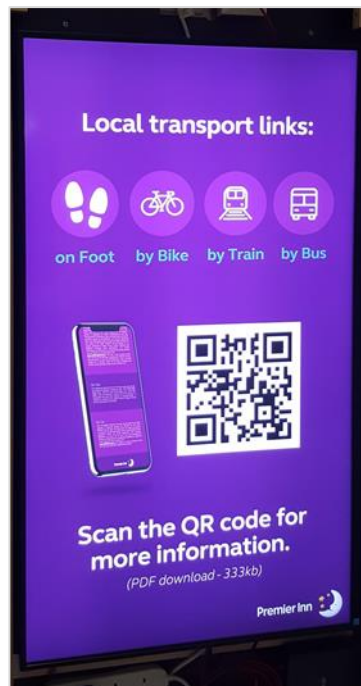
Reception Information Point

- (iv) Travel Information (Reception) – a map of the surrounding area and details of the local transport links will be displayed in reception by way of a poster or digital display screen. This will ensure that whatever mode of transport is used by a guest initially arriving at the hotel, they are able to consider alternative modes of travel for the journeys made during their stay. Moreover, the display screens also include a QR code which guests can scan using their smartphone. As a result, guests will have access to key travel information even after they have left the hotel and are visiting Fulham town centre and other local attractions.

The following information would be included: (see example overleaf)

- a) Maps of the local area, including bus stop locations;
- b) A summary of the available transport links (walking, cycling, bus, rail and car);

- c) Details of local tourist attractions, business areas and places of note; and
- d) Information on car sharing, car clubs and taxi operators.



Example Travel Information

- (v) Event Organisation – activities planned to coincide with national events (see 'Travel Events Calendar') can raise the profile of the site's Travel Plan.
- (vi) Promotion of Car Sharing – Car sharing is often the most successful single measure in a Travel Plan and whilst the site has no associated car parking it can still be promoted to both staff and guests.

9.4.3 The TPC will be required to promote the existence of these initiatives and provide feedback to Senior Management with regards to their effectiveness. The TPC is also in a position to suggest additional measures to Whitbread as they feel appropriate for their location.

9.5 Measures not considered applicable for this site

9.5.1 In line with BREEAM TRA01 and TRA02 the following elements have not be considered applicable for this site.

- (i) No enhancements to walking and cycling infrastructure, bus, tram or train services are proposed at this time therefore no discussions have been held with the Local Authority regarding this.
- (ii) The scheme proposes zero car parking provision on site therefore no electric charging infrastructure is proposed (beyond general plug points within the building that could be used for bicycles), no car sharing priority spaces are provided and taxis would drop off/pick up on street, as is the current arrangement; and
- (iii) No additional lighting, landscaping or shelter provision is proposed locally as a result of the scheme, beyond that associated with the frontage of the site.

10 MONITORING

- 10.1.1 An important part of any Travel Plan is the collection of data relating to the modes of travel used by both staff and guests of the site. In order to identify and understand travel habits and how the site operates.
- 10.1.2 It is anticipated that this information would be collected within three months of the site becoming operational. From this a baseline modal split would be identified for the site, from which all future targets will be based.
- 10.1.3 Following the initial surveys, monitoring will be undertaken annually by the TPC. The TPC will be responsible for comparing the results year on year and adjusting the targets and initiatives accordingly, they will also take into account travel related feedback received from staff and guests through the year. In addition, the TPC will prepare an annual progress report and ensure that the results are displayed for all to see.
- 10.1.4 An overview of the monitoring and management process is illustrated in **Figure 10.1** below.

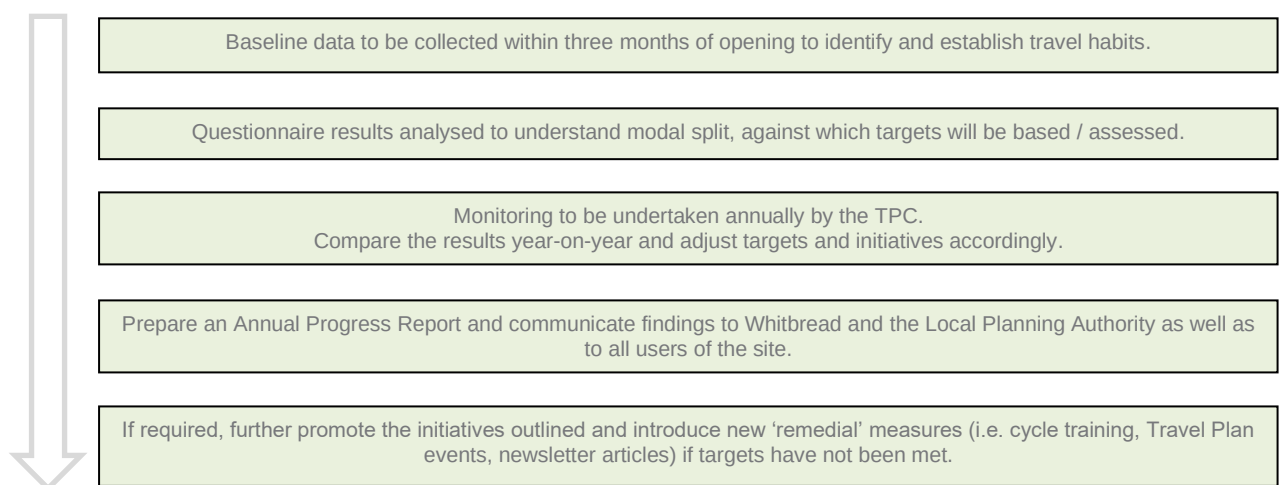


Figure 10.1. Monitoring and Management - Flow Diagram

11 TARGETS

11.1.1 The key target of the Travel Plan is to achieve an increase in the use of sustainable modes, particularly walking and cycling, during its initial five-year life. **Figure 11.1** below sets out the suggested targets for this Travel Plan associated with each user group and journey type.

11.1.2 The targets will be in line with the SMART criteria:

Specific Measurable Achievable Realistic Time-bound

11.1.3 The proposed initial targets of this Travel Plan are as follows:

ACTION	RESPONSIBILITY	HOW MEASURED	TARGET DATE
STAFF FOCUSED			
Increase walking and cycling by 5% in the first three years of Travel Plan implementation.	TPC	Annual Survey	End of Year 3
GUEST FOCUSED			
Increase the number of guests making walking trips during their stay by 10% by the end of year 1.	TPC	Annual Survey	End of Year 1
Decrease the number of guests using public transport services whilst staying at the hotel by 10% by the end of year 3.	TPC	Annual Survey	End of Year 3

Figure 11.1. Proposed Targets

- 11.1.4 The targets stated above will be reviewed on an annual basis and should be achieved by the target dates specified. If they have been attained, they will be modified to provide further, more challenging targets, while if the targets have not been achieved the reasons why should be investigated and the measures in place reviewed, added to or modified to ensure that that they will be met by year five.
- 11.1.5 Currently the targets are based on the derived modal split information for comparable Premier Inn hotels, however these should be revised accordingly following initial travel surveys.
- 11.1.6 It is considered that these targets meet the SMART criteria and are suitably linked to the objectives of the Travel Plan.

12 TIMETABLE FOR IMPLEMENTATION

- 12.1.1 An 'Implementation / Action Plan' summarising the measures that will be implemented by Whitbread in association with the Premier Inn hotel at 43-47 Piccadilly, Manchester and the tasks to be undertaken by the TPC, along with timescales for their completion and review is attached at **Appendix E**.

13 TRAVEL EVENTS - USEFUL DATES

- 13.1.1 The below events will be promoted by the TPC in order to encourage and raise awareness of the Travel Plan. They will be communicated via the staff notice board and through staff meetings.

Walk to Work Week:	May 2021
Work Wise Week:	May 2021
Bike to Work Week:	June 2021
Travelwise / European Mobility Week:	September 2021
National Liftshare Week:	October 2021
Commute Smart Week:	November 2021

14 COST OF IMPLEMENTATION

- 14.1.1 Whitbread has confirmed that an initial budget will be allocated for the Travel Plan's implementation during the hotel's set up period to finance the measures identified. This will be reviewed by the TPC on an annual basis to identify whether any adjustments are required in order to achieve the targets.
- 14.1.2 The implementation of many of the measures such as shower / changing facilities and cycle parking provision will met as part of the construction phase, whilst the maintenance and on-going management of the Travel Plan will be part of the TPC's role. It is envisaged that this will involve approximately 1-2 hours of management time per week. Assuming an average 150 hour working month (37.5 hours a week), and 8 hours per month for the TPC role, the cost of funding the TPC to Whitbread is estimated at £2,000 per annum.
- 14.1.3 Any other associated costs to fund on-going corporate-wide travel planning measures will be met by Whitbread. This, for example, would include website maintenance costs and other resources necessary to implement the initiatives outlined.

15 APPROVAL

15.1.1 This Travel Plan is prepared by RGP on behalf of Whitbread Group Plc.

Name:

Signed: Date:

I hereby approve this Travel Plan on behalf of Premier Inn for implementation at the following site:

Premier Inn - 43-47 Piccadilly, Manchester

Name:

Signed: Date:

Hotel Manager / Travel Plan Co-ordinator

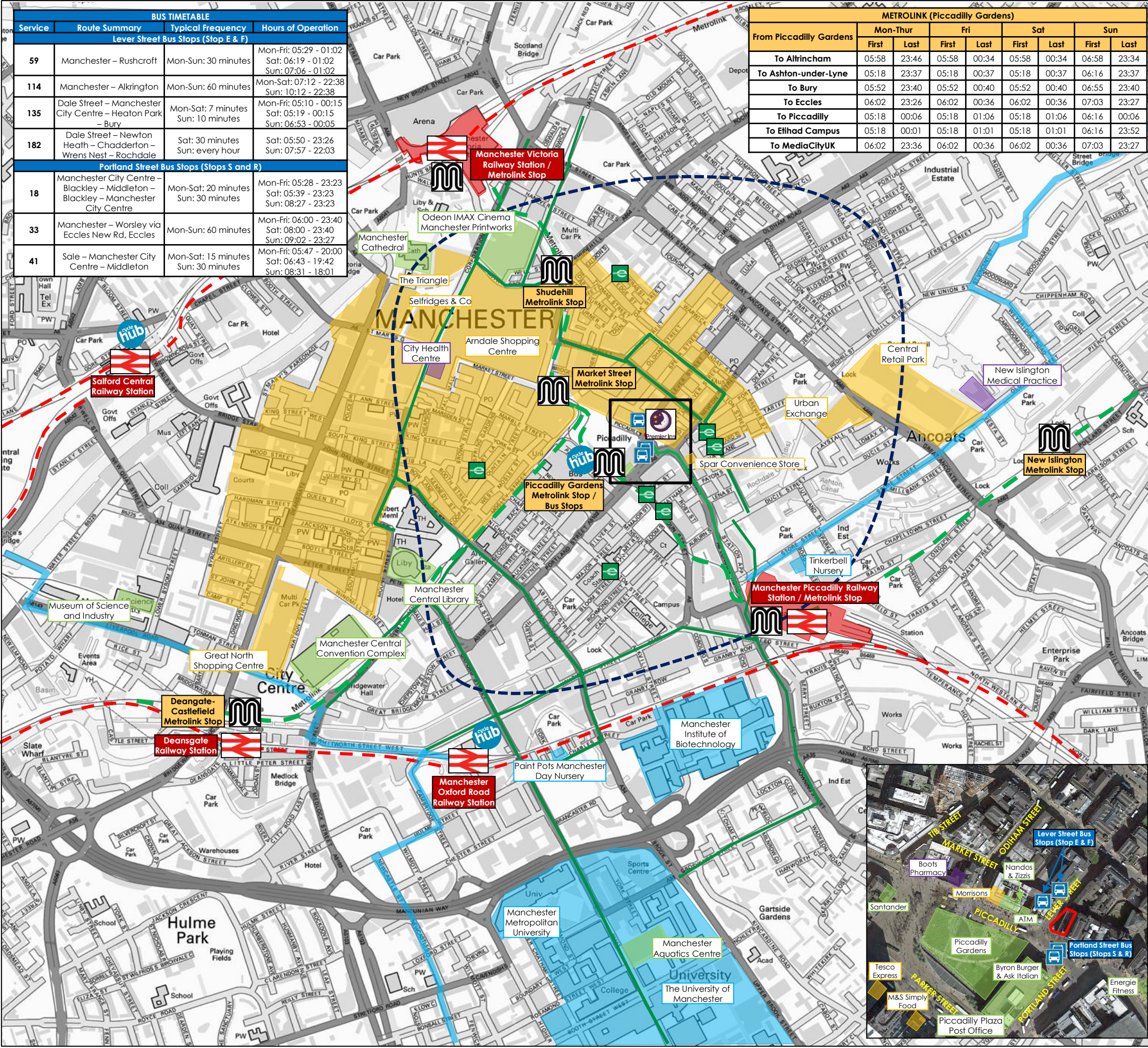
Name:

Signed: Date:

On behalf of Whitbread Group Plc.



PLANS



LEGEND

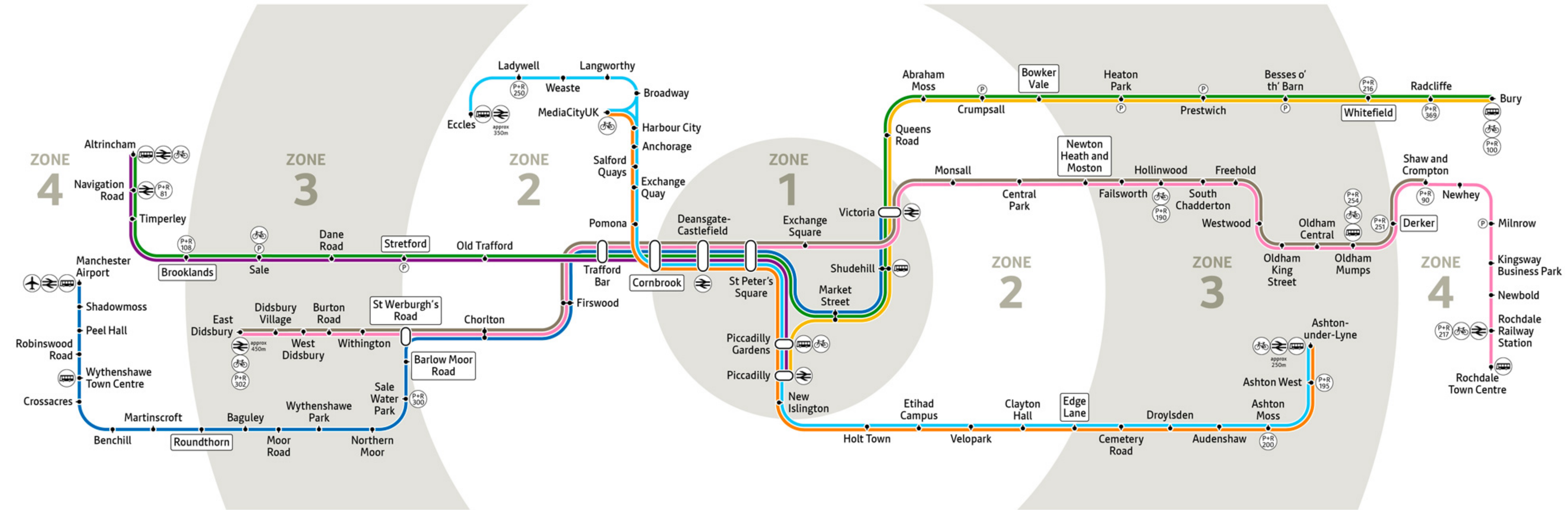
- SITE LOCATION
- RAILWAY STATION
- METROLINK STATION
- RAILWAY TRACKS
- TRAM TRACKS
- BUS STOPS
- CYCLE-FRIENDLY ROUTES
- 800M WALK ISOCHRONE
- NATIONAL CYCLE ROUTES
- RETAIL
- LEISURE
- EDUCATION
- HEALTH CARE
- ENTERPRISE CAR CLUB
- CYCLE HUB



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www.rgp.co.uk

Client:		Whitbread Group Plc	
Project:		Premier Inn 43-47 Piccadilly, Manchester	
Title:		Site Location & Accessibility Plan	
Plan No:	Job No:	Date:	
Plan 01	19/4788	April 2020	
Drawn By:	Checked By:	Rev:	
JLM	GSE	A	A3

APPENDIX A



Key

Metrolink stop

Change with other services

Direct trams from MediaCityUK to Ashton-under-Lyne from 28 January 2019

Ticket zone

Stop in two ticket zones

Bus interchange

Rail interchange

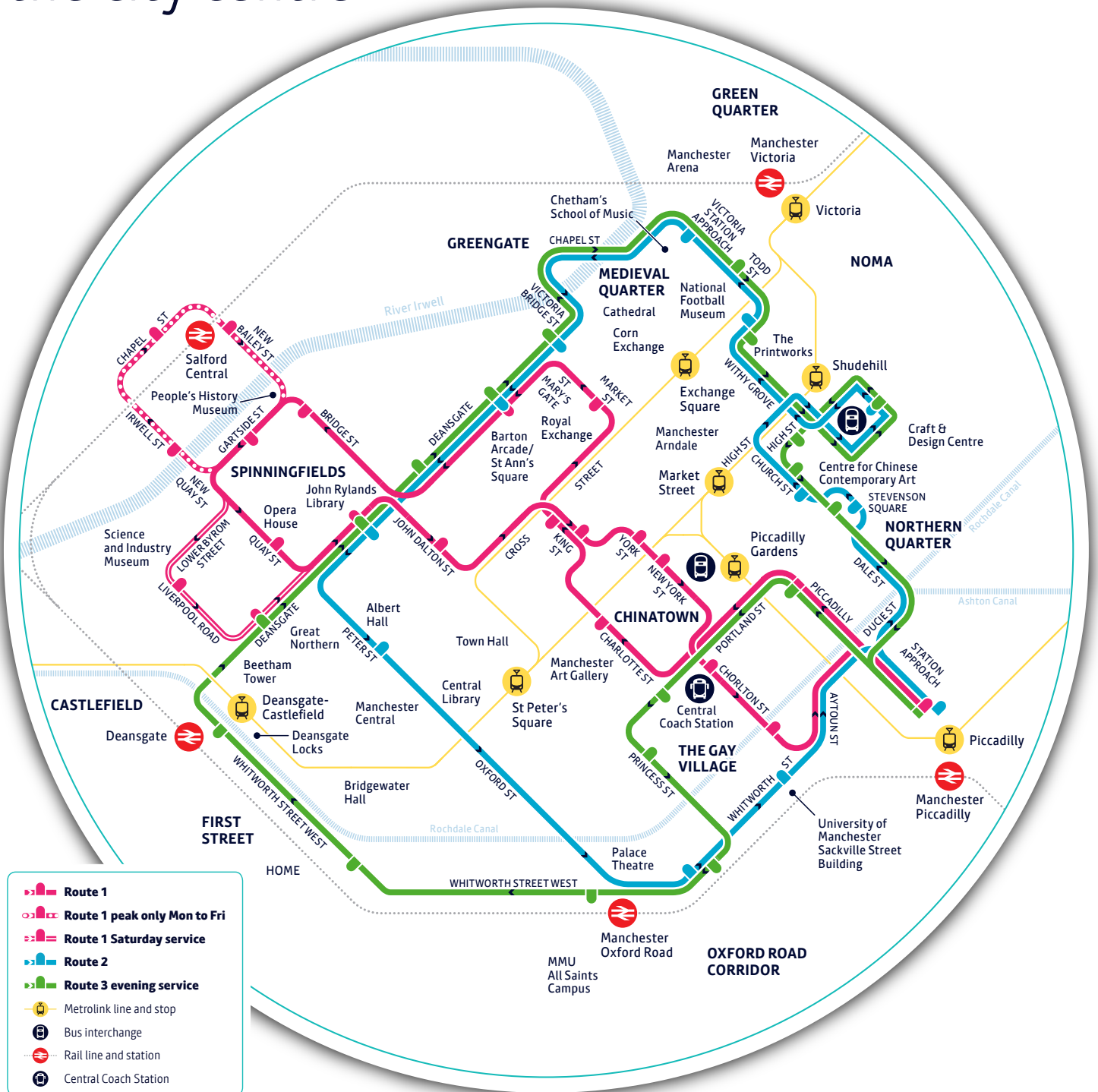
Park + Ride
with number of spaces

Car park
fewer than 50 spaces

Cycle Hub
Membership required

APPENDIX B

free bus routes around the city centre



1

Monday – Friday

Every 10 minutes:

7am – 7:15pm

Peak route only:

7am – 9am and 4pm – 7:15pm

Saturday

Every 10 minutes:

8:20am – 7:15pm

Sunday and public holidays

Every 12 minutes:

11am – 6pm

2

Monday – Friday

Every 10 minutes:

6:30am – 7:10pm

Every 20 minutes:

7:10pm – 11:30pm

Saturday

Every 10 minutes:

8:30am – 7:30pm

Every 15 minutes:

7:30pm – 11:30pm

Sunday and public holidays

Every 12 minutes:

10am – 7pm

3

Monday – Friday

Every 20 minutes:

7:30pm – 11:30pm

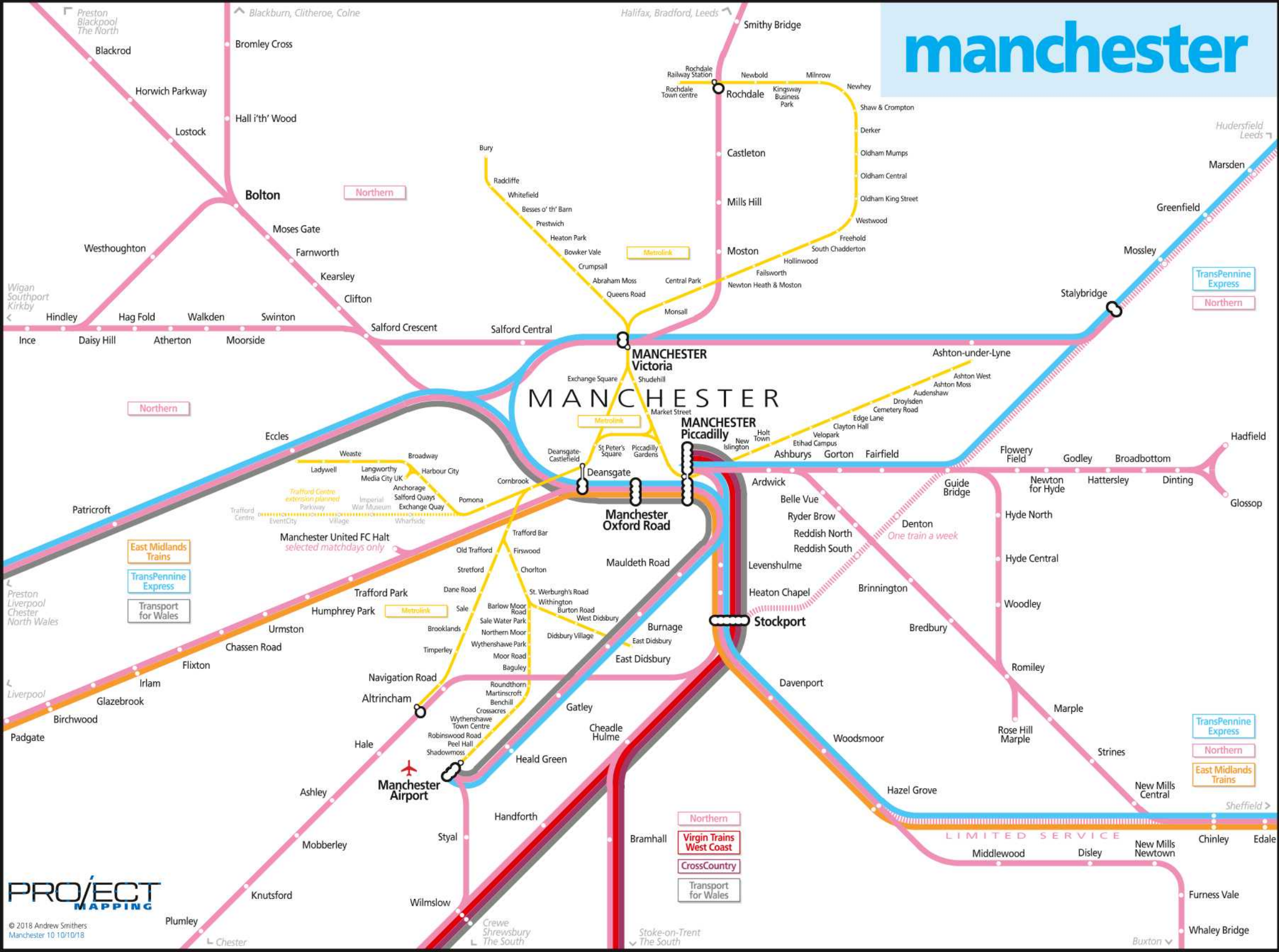
Saturday

Every 15 minutes:

7:30pm – 11:30pm

APPENDIX C

manchester



APPENDIX D

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

Building typeOther building type 1

No. nodes required10

Dedicated bus service:No

Select

NODE 1

	Public transport type	Bus								
	Distance to node (m)	120								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	4.5	0.041666667	0.16666667							

NODE 2

	Public transport type	Bus								
	Distance to node (m)	160								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	12.75									

NODE 3

	Public transport type	Bus								
	Distance to node (m)	190								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	3.79166667	4.333333333	0.625	1.25	0.83333333	0.08333333				

NODE 4

	Public transport type	Bus								
	Distance to node (m)	240								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	3.54166667									

NODE 5

	Public transport type	Bus									
	Distance to node (m)	280									
Average frequency per hour		Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
		3.625									

NODE 6

	Public transport type	Bus								
	Distance to node (m)	300								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	0.08333333	2.541666667								

NODE 7

	Public transport type	Bus								
	Distance to node (m)	350								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	2.70833333	2.708333333	2.70833333							

NODE 8

	Public transport type	Bus								
	Distance to node (m)	350								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	4.70833333	3.541666667	3.875	4.5	3.75	5.08333333	8.20833333	7.333333333	4.25	5

NODE 9

	Public transport type	Rail								
	Distance to node (m)	400								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	3.25	2.166666667	2.79166667	2.04166667	6.41666667	1.95833333	2.875	3.208333333	2.83333333	2

NODE 10

	Public transport type	Bus								
	Distance to node (m)	600								
Average frequency per hour	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
	4.25	0.666666667	1.083333333	1.375						

Accessibility Index

40.30

APPENDIX E



PREMIER INN, PICCADILLY, MANCHESTER – IMPLEMENTATION / ACTION PLAN

The below table highlights the initiatives that will be committed to as part of this Travel Plan, detailing the responsibility, timescales, costs associated with each of the measures and on-going monitoring and review procedures. The Travel Plan Coordinator (TPC) will have overall responsibility and will be able to implement other measures and modify existing ones at their discretion to help to achieve the targeted modal shift. However, many of the measures stated are being implemented on a corporate basis. These company-wide measures are managed by Whitbread’s Property Development Team and will be rolled out when details have been finalised.

INITIATIVE / TASK	TARGET GROUP	DETAILS	RESPONSIBILITY	INITIAL TARGETS / IMPLEMENTATION TIMESCALES	SUBSEQUENT TARGETS	IMPLEMENTATION COSTS / RESOURCING
INITIATIVES						
TPC Training	-	The appointed TPC / Hotel Manager will be trained to ensure they are fully aware of their responsibilities in relation to the Travel Plan.	Whitbread Management	To be completed prior to opening.	Update with regards to new responsibilities / initiatives.	Costs met by Whitbread's Staff training budget. Assumed to account for 1-2 hours of management time per week.
Staff Recruitment	Staff	Whitbread adopts a local employment policy (i.e. within a 5-mile radius) to facilitate non-car use as far as is reasonable.	Whitbread Management	Recruit 95% of staff through local job centres.	Subsequent staff will also be sourced from the local area, as far as possible.	No additional costs involved.
Travel Plan Noticeboard	Staff	An information board will be erected within the staff room, containing details of walking, cycling, public transport etc.	Whitbread Management / TPC	Erect a noticeboard in a suitable location, prior to opening.	Information should be updated regularly (at least quarterly) to ensure currency and reflect Travel Plan progress.	To be installed as part of the construction phase / Part of TPC role to update (10 hours per year -£100 annually)
Staff Welcome Packs / Induction	Staff	Travel information will be communicated to staff via a welcome pack given as part of the induction process.	Whitbread Management / TPC	Prepare and distribute prior to opening / employment commencing.	Review (3 monthly) and issue updates when necessary.	Estimated printing costs of £1 per pack, with preparation costs of £100 and reviewed every 3 months –costs to be met by Whitbread.
Corporate-Wide Initiatives (Voucher Purchase Scheme)	Staff	Whitbread staff can obtain discounts of 10% at Halfords by way of an existing voucher scheme.	Whitbread Management / TPC	Promote scheme to staff as part of the induction process / via the noticeboard.	Ongoing promotion.	Voucher scheme currently managed by Whitbread Management.
Website Information / Booking Confirmation Emails	Guests	The Premier Inn website will promote sustainable travel, highlighting rail, bus, cycling and walking. A link to this information will be included within booking confirmations.	Whitbread Management	Implement prior to bookings opening.	Continual monitoring and updating as necessary.	A corporate initiative - costs to be met by Whitbread.
Travel Information (Reception)	Guests	A map of the surrounding area and details of the local transport links will be displayed in reception by way of a poster or digital display screen.	Whitbread Management / TPC	To be displayed prior to opening	Review information every 3 months to ensure currency.	Information prepared by RGP and poster printed by Beaver Group, if required - costs to be met by Whitbread.
Free-Wi-Fi	Guests	Free Wi-Fi is available on-site, this can be used by guests to obtain travel information, including real-time updates.	Whitbread Management / TPC	To be established as part of the construction phase.	Monitor uptake, explore potential for including useful travel weblinks on homepage.	Included within the construction budget.
Electric Vehicle Charging Points	Guests	Electric vehicle charging points will be provided on-site, where this is a planning requirement.	Whitbread Management	To be considered during the construction phase.	Continue to establish usage of electric vehicles.	Included within the construction budget.
Shower / Changing Facilities and Lockers	Staff & Guests	A dedicated shower / changing room will be available for staff, whilst guests will have access to facilities within their hotel room.	Whitbread Management	To be installed as part of the construction.	Continual monitoring of use and suitability.	Included within the construction budget. Maintenance / improvement to be funded through the hotel's budget.
Delivery Collection Point / Amazon Locker	Staff & Guests (+ Local Community)	Amazon have the option to install a collection point for delivered goods which will be made available to all, accessible 24/7.	Whitbread Management / TPC	To be installed by Amazon.	Monitor use.	Responsibility of Amazon.
Cycle Infrastructure	Staff & Guests	Premier Inn are a cycle friendly hotel. Cycle parking will be provided in the basement or guests can store bicycles in their hotel rooms. Furthermore, Cycle Hubs are located across Manchester (nearest at City Tower) providing secure parking, lockers and showers. .	Whitbread Management / TPC	To be promoted by the TPC	Ongoing promotion.	Part of TPC role (4 hours a year) £40 annually.
Cycle Maintenance Equipment	Staff & Guests	A puncture repair kit, pump and geared cycle maintenance equipment will be made available to borrow from reception.	Whitbread Management /TPC	To be procured through the Premier Inn ordering guide,	Monitor use and replace as required.	Initial outlay of £20 for pump, c. £3 for the puncture repair kits and c. £30 for maintenance equipment.
On-Site / Nearby Facilities	Staff & Guests	Users will be made aware of the services / facilities local to the site to avoid unnecessary trips further afield.	TPC	To be promoted by the TPC.	Ongoing promotion.	Part of TPC role (4 hours a year) £40 annually.
Walking and Cycling Routes	Staff & Guests	Promote local cycling and walking routes and provide maps.	TPC	To be promoted by the TPC.	Ongoing promotion and ensure information is kept up-to-date.	Part of TPC role (4 hours a year) £40 annually.
Public Transport Information / Initiatives	Staff & Guests	Public transport information (routes, timetables and fares) will be publicised to both staff and guests. The TPC will negotiate with local operators to see if discounts can be secured for staff.	Whitbread Management / TPC	Obtain and display information relating to public transport use and investigate discounts prior to opening.	Ongoing promotion and ensure information is kept up-to-date.	Part of TPC role (4 hours a year) £40 annually.
Parking / Taxis / Car Clubs / Car Sharing	Staff & Guests	Information pertaining to car-based travel options will be communicated including details of the national car share database (www.liftshare.com).	Whitbread Management / TPC	To be promoted by the TPC.	Ongoing promotion and ensure information is kept up-to-date.	Part of TPC role (4 hours a year) £40 annually.

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T: 020 7078 9662



MONITORING, REVIEW AND REPORTING (PENALTIES AND MITIGATION)						
Travel Surveys	Staff & Guests	Collect baseline data relating to the modes of travel used by staff and guests. Also review car and cycle parking usage.	Whitbread Management / TPC	Baseline surveys to be completed within 3 months of occupation.	Conduct annually.	Costs to be met by Whitbread's Travel Plan budget. Estimated to be £2000-4000 per annum.
Target Review	-	Set targets in Year 1 and then review on an annual basis.	Whitbread Management / TPC	Achieve targets / consider reasons why targets have not been met and revise measures accordingly.	Provide further promotion of TP initiatives and more challenging targets, if required.	Responsibility of TPC (expected to account for £2000 of salary yearly).
Progress Report	-	Prepare a Full Travel Plan in Year 1, then prepare an update / annual progress report to summarise the travel surveys / target review, identifying if any significant amendments are required to the content of the Travel Plan, from that originally agreed.	Whitbread Management / TPC	Prepare report on an annual basis and submit to Local Planning Authority for approval.	Review content / targets - revise if necessary.	Responsibility of TPC (expected to account for £2000 of salary yearly).
Additional / Remedial Measures	-	Further promotion of above initiatives (ITPs / informal car share workshop) introduction of new initiatives (to include cycle training, travel plan event, newsletter article) if targets are not met.	Whitbread Management / TPC	To be implemented / reviewed annually for 5 years.	If required, discuss with Whitbread Management / Local Planning Authority.	To Be Confirmed.





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