

EXPRESS

BUILDING

Travel Plan

Express Building,
9 Great Ancoats Street,
Manchester,
M4 5AD

Wittington Investments (Properties) Ltd

Date

Prepared by: Andy Eeles

CONTENTS

	Page
Executive Summary	03
1. Introduction	04
2. Policy	06
3. Site Audit and Accessibility	07
4. Aims, Objectives and Outcomes	10
5. Management and Delivery Structure	11
6. Targets, Monitoring and Review	13

APPENDICES

Appendix A	15
Appendix B	16
Appendix C	17
Appendix D	18
Appendix E	19
Appendix F	20
Appendix G	21

Executive Summary

THE EXPRESS BUILDING

1. The Express Building is formerly the home to the Daily Express, built in 1939. It achieved a grade II listing status in 1974. The building has undergone a significant refurbishment completing in October 2019.
The Express Building is now a commercial office building, basement to 6th floor, consisting of circa 77,000 square feet of office space. The main pedestrian entrance is on Great Ancoats Street with an additional access-controlled entrance on George Leigh Street. There is vehicular and cycle access via a ramp and an access-controlled car park shutter on Luna Street.
2. As part of the refurbishment, the basement was converted to accommodate a cycle store and shower facilities to help promote cycling to work. There are 6 car parking spaces on site; 2 of these spaces have electrical charging points. There is a café situated at ground floor level within the reception area.

The Express Building is centrally located within a short distance to access rail stations, tram links and bus stations.

3. This Travel Plan aims to monitor how employees within the Express Building travel to work and look to reduce the amount of personal vehicular travel by means of marketing public transport and alternative greener methods.

The target is to actively see a reduction over a significant period of time.

4. The landlord of Express Building has appointed the Express Building Manager, Andy Eeles, to act as the designated Travel Plan Coordinator and tenant liaison on all matters relating to travel to and from the building.
5. Building Management have set up a “Green Group” that comprises of representatives from each tenant in the building and hold quarterly meetings to actively discuss ways of improving the carbon footprint left by those operating within the building.

1. INTRODUCTION

1.1 Background

- 1.1.1 The Travel Plan for Express Building is prepared by Andy Eeles on behalf of Wittington Investments (Properties) Ltd following the completion of the refurbishment development completed in October 2019.
- 1.1.2 This will be a Full Travel Plan.
- 1.1.3 The Travel Plan conforms with Manchester City Council's core strategy framework summarised in section 2.

1.2 The Development

1.2.1

Name of Developer	Wittington Investments (Properties) Ltd
Name of Development	Express Building
Development Address and Postcode	9 Great Ancoats Street Manchester M4 5AD
Use Class	Commercial Office
Brief Description of Development	The Express Building underwent an 18-month refurbishment to convert a Grade II Listed vacant building into a commercial office operation providing additional amenities such as shower facilities, cycle storage and an on-site café.
Size	8 stories, circa 77,000 sq ft of office space
Date of Opening	October 2019

- 1.2.2 Please see Appendix A for a site development layout plan.

- 1.2.3 The Express Building is a commercial office building consisting of floors from Basement to Sixth floor level.
The building is accessible to tenants 24/7, though the reception entrance is open 08:00 – 18:00.
There is one tenant, Huckletree, currently operating within the building, occupying the lower ground floor, part ground floor and first floor totalling 17,800sqft; the remainder of the building is currently vacant.
Huckletree, offer co-working space for businesses that vary in size from a single person, to a 40-person company.
Huckletree have been within the building since November 2019 and currently have nine businesses located on site daily, with ten hot desking companies operating on site sporadically. It is estimated their current use has 76 persons on site, with a potential of 420 persons on site at full occupancy.

The remaining floors, two to six, are vacant. The building would expect a further (circa) 500-600 persons on site at full building capacity.

- 1.2.4 The Express Building car park is accessible via a ramp on Luna Street. There is a car park shutter that is operated via access control. Only those with access granted on a key fob have authorisation to operate the car park shutter. Authorisation is granted by Building Management to tenants within the building who require access to the car park or cycle store.

The car park consists of 6 parking bays,

- 2 bays are leased to Huckletree, 1 of these bays is a disabled parking bay
- 2 of the remaining bays have Electric Car charging points

The cycle store is available to all tenants within the building and accessible via access control 24/7.

There are 50 lockers within the cycle store available on a first come first serve basis. The lockers are audited quarterly to ensure they are being used correctly and have not been abandoned.

The cycle stores offers up to 44 spaces to accommodate bicycles, which are available on a first come first serve basis.

There is a dedicated drying room facility on site for cyclists and runners clothes and equipment, available to all tenants on a first come first serve basis.

The building has 3 male showers and 3 female showers within the cycle store available to all tenants. There are also additionally installed single cubicle showers on floors 1 to 6 with DDA WC facilities, which are demised to the tenant on each relevant floor.

- 1.2.5 The Express Building offers DDA facilities by means of disabled WCs on each floor, a disabled shower facility within the cycle store and a designated DDA lift at the building entrance.

2. Policy

- 2.1** The Express Building supports the **Manchester City Council T1 Transport Plan 2012 – 2027** as identified below:

Policy T1

Sustainable Transport

To deliver a sustainable, high quality, integrated transport system to encourage modal shift away from car travel to public transport, cycling and walking, to support the needs of resident and businesses and to prepare for carbon free modes of transport, the Council will support proposals that:

- Improve choice by developing alternative to the car.
- Promote regeneration and economic vitality by relieving traffic congestion and improving access to jobs and services, particularly for those most in need and for those without a car.
- Improve access to transport services and facilities in order to enable disabled people and people with mobility impairments to participate fully in public life.
- Improve pedestrian routes and the pedestrian environment.
- Improve and develop further Manchester's cycle network (for example the Manchester Cycleway and the Trans Penine Trail).
- Contribute to improvements to the extent and reliability of the public transport network through safe and attractive waiting and interchange facilities, better priority, improved services and information provision. Improve and develop road, rail and water freight transport routes and associated intermodal freight transport facilities in order to assist in the sustainable and efficient movement of goods. Facilitate modes of transport that reduce carbon emissions e.g. by incorporating charging points for electric vehicles, subject to their appropriate design and location.
- Would reduce the negative impacts of road traffic, for example, congestion, air pollution and road accident casualties.
- Take account of the needs of road users according to a broad hierarchy consisting of, in order of priority
 1. Pedestrians and disabled people
 2. Cyclists, public transport
 3. Commercial access
 4. General off-peak traffic
 5. General peak time traffic

3. Site Audit and Accessibility

3.1 The Site

- 3.1.1 This chapter provides an overview of the current travel and transport situation at the development site. It is based upon the findings of a thorough audit of the existing conditions, the current site use and surrounding travel networks
- 3.1.2 The Express Building is centrally located within a short distance to access rail stations, tram links and bus stations. Please see Appendix B for an immediate location map showing site boundaries.

3.2 Site Accessibility

3.2.1

Public Transport connections

Bus

The closest proximity bus stops, cater for the following services;

- **New Cross (150 yards)**
 - **74**; Manchester, Newton Heath, Failsworth, Woodhouses, Hollinwood, Oldham
 - **76**; Manchester, Newton Heath, Failsworth, Limeside, Oldham
 - **83**; Manchester, Newton Heath, Hollinwood, Oldham
 - **84**; Manchester, Oldham, Uppermill
 - **182**; Manchester, New Moston, Chadderton, Heyside, Newhey, Milnrow, Rochdale
- **Jersey Street (176 yards)**
 - **230**; Manchester, Clayton, Droylsden, Ashton
 - **231**; Manchester, Clayton, Droylsden, Hartshead, Ashton

Whilst these bus stops are located in a closer proximity, they do not cater for every route out of the city centre. The key bus stations are:

- Manchester Piccadilly Gardens; 0.4 miles
- Shudehill Interchange; 0.3 miles

All bus routes in Greater Manchester can be found at www.tfgm.com/public-transport/bus/routes

Rail

The two main train stations that operate in Manchester city centre are:

- Manchester Piccadilly Station – 0.7 miles.
- Manchester Victoria Station – 0.5 miles.

A full network map of all the stations that can be reached in the Greater Manchester area can be found at www.tfgm.com/public-transport/train/network-map or in appendix C

Tram

The closest proximity tram stops, cater for the following services

- **Piccadilly Gardens (0.4 miles)**
 - **Blue Line**; Eccles, Ladywell, Weaste, Langworthy, Broadway, MediaCityUK, Harbour City, Anchorage, Salford Quays, Pomona, Cornbrook, Deansgate-Castlefield, St. Peter's Square, **Piccadilly Gardens**, Piccadilly, New Islington, Holt Town, Etihad Campus, Velopark, Clayton Hall, Edge Lane, Cemetery Road, Droylsden, Audenshaw, Ashton Moss, Ashton West, Ashton-under-Lyne

- **Purple Line;** Altrincham, Navigation Road, Timperley, Brooklands, Sale, Dane Road, Stretford, Old Trafford, Trafford Bar, Cornbrook, Deansgate-Castlefield, St. Peter's Square, **Piccadilly Gardens**, Piccadilly
- **Yellow Line;** Piccadilly, **Piccadilly Gardens**, Market Street, Shudehill, Victoria, Queens Road, Abraham Moss, Crumpsall, Bowker Vale, Heaton park, Prestwich, Besses o' th' Barn, Whitefield, Radcliffe, Bury
- o **Market Street (0.4 miles)**
 - **Navy Line;** Manchester Airport, Shadowmoss, Peel Hall, Robinswood Road, Wythenshawe Town Centre, Croassacres, Benchill, Martinscroft, Roundthorn, Baguley, Moor Road, Wythenshawe Park, Northern Moor, Sale Water Park, Barlow Moor Road, St. Werburgh's Road, Chorlton, Firwood, Trafford Bar, Cornbrook, Deansgate-Castlefield, St. Peter's Square, **Market Street**, Shudehill, Victoria
 - **Yellow Line;** Piccadilly, Piccadilly Gardens, **Market Street**, Shudehill, Victoria, Queens Road, Abraham Moss, Crumpsall, Bowker Vale, Heaton park, Prestwich, Besses o' th' Barn, Whitefield, Radcliffe, Bury

Whilst these tram stops are located in a closer proximity, they don't cater for every route out of the city centre. A full tram stop and zone map can be found in appendix D

In January 2019, Metrolink replaced destination tickets with zonal tickets.
Current ticket prices are as below:

	Single (anytime)	1-day anytime travelcard	7-day anytime travelcard	28-day anytime travelcard	Annual anytime travelcard
Any one zone (1, 2, 3 or 4)	£1.40	£2.70	£10.60	£36.40	£416.00
Two zones (1+2)	£2.80	£4.30	£17.60	£60.20	£676.00
Two zones (2+3 or 3+4)	£2.40	£3.50	£15.20	£52.00	£592.00
Three zones (1+2+3)	£3.80	£6.10	£25.40	£84.20	£967.00
Three zones (2+3+4)	£3.20	£4.70	£20.40	£69.60	£769.00
All zones (1+2+3+4)	£4.60	£7.10	£31.00	£101.80	£1,154.00

3.2.2 Please see Appendix E for transport maps of for the Manchester City Centre area.

3.2.3 The city centre offers a wealth of shopping options, less than half a mile from the Express Building. Much closer to the building, there is a Post Office, affiliated with a general store, Wing Yip; a Chinese supermarket and a large Aldi. There are also a few small convenience stores located nearby, all highlighted on Appendix F.

Additionally, the building has a café on site, which would restrict the need to leave. If tenants wish for an alternative food option, there is a large variety of choice within a 200-metre radius of the building.

Rudy's Pizza; www.rudyspizza.co.uk
Edinburgh Castle; www.ec-ancoats.com
Canto; www.cantorestaurant.com
Bem Brasil *Northern Quarter*; www.bembrasilrestaurants.com
Viet Shack; www.vietshackrestaurant.co.uk
Penang; www.penangmanchester.co.uk
Koffee Pot; www.thekoffeepot.co.uk
Kettlebell Kitchen; www.kbk.co.uk

There is a PureGym located 0.3 miles from the Express Building

There are external electrical charging points located within car parks on Thomas Street & Port Street

- 3.2.4 In the last 15 years, Manchester has seen a 185% increase on the amount of people living in the city centre. The average age of those living in the city centre is 27. The Express Building is typically aimed at employees aged 20-35. With this demographic more likely to live within a closer proximity to the building, it would be expected there would be less requirement for local transport and/or driving to work.

In the last 5 years, Manchester city centre has seen an increase of more than 10,000 apartments.

3.2.5 **Great Ancoats Street Improvement Scheme**

Manchester City Council, in line with their Policy T1 are to carry out improvement work on Great Ancoats Street. The work will start from the corner of Oldham Road and Great Ancoats Street, along Great Ancoats Street up to the Metrolink stop on Pollard Street.

Great Ancoats Street averages 37,200 journeys on a typical weekday, with over 15,000 pedestrian crossings in a 12-hour period.

The improvement works are to include:

- Additional fit-for-purpose crossings to be installed along the route, making travelling by foot or bicycle from the city centre to the surrounding neighbourhoods easier and safer.
- Resurfacing the road with new, modern materials. This will reduce noise from motor traffic by 40 per cent.
- Landscaping of the area to make the route more attractive. This will include planting more than seventy trees, laying new pavements, improving street furniture and making signage clearer and simpler to understand. The changes will make the area a natural extension of the city centre.

The works, starting in January 2020, are expected to last at least 12 months. Disruptions to travel during this period is to be expected. All updates through the MCC will be circulated with all tenants.

- 3.2.6 Disabled persons arriving via taxi or drop off are advised to disembark on George Leigh Street. The main building entrance offers a DDA lift for access into the building. Out of Hours access is available via the side entrance, operated by access control.

4. Aims, Objectives and Outcomes

- 4.1 The objectives of this Travel Plan is to achieve the following 'outcomes':
- Minimise single occupancy car travel to and from Express Building
 - Identify which measures are needed to maximise the use of non-car travel.
 - Lead to a change in the travel behaviour of individuals to a sustainable mode of travel and then maintain that change
 - Decrease the amount of parking on neighbouring roads or car parks
- 4.2 The core aim of this Travel Plan is to reduce single occupancy vehicle trips to and from Express Building, through increased use of public transport, walking and cycling.
- 4.3 The Express Building would expect to see an increase in cyclists and those using public transport based on the aims succeeding. Building Management will continue to review these objectives and react if thought that outcome targets will not be met.

5. Management and Delivery Structure

5.1 Management

- 5.1.1 The successful impact of the Travel Plan will be dependent upon buy-in from occupants of the development and the processes put in place to support, implement and develop the measures outlined.
- 5.1.2 The nominated Travel Plan Coordinator (TPC) plays a vital role in the success of the Travel Plan and is responsible for the day-to-day management, coordination, promotion and implementation of the Travel Plan. The TPC will also be a point of contact for Manchester City Council, and for any tenants who have queries about their travel.
- 5.1.3 The landlord of Express building has appointed the Express Building Manager, Andy Eeles, to act as the designated TPC and tenant liaison on all matters relating to travel to and from the building.
Contact details:
Email: buildingmanager@expressbuildingmcr.uk
Phone: 07815 601 326

5.2 Green Group

- 5.2.1 Building Management have set up a “Green Group” that comprises of members representing each tenant and hold quarterly meetings to actively discuss ways of improving the carbon footprint left by those operating within the building. Inclusive within these meetings will be the monitoring of current tenant travel behaviour and discussions held on how to improve, in order to reach targeted objectives.

5.3 Marketing and Communication Strategy

- 5.3.1 To ensure tenants are fully engaged in the Travel Plan, individual tenants TPC’s will receive a Travel Pack. The Travel Pack will outline all the cycling facilities on site and detail all public transportation connections and facilities in the immediate area.

Building management will provide a monthly transport-focussed email newsletter to be issued to all tenants advising of any changes in transport connection and promoting new routes and resources.

This will be for the Greater Manchester area only.

A notice board displaying travel information is to be installed in a prominent position within the cycle store to publicise and promote alternative transport methods and travel news. The notice will also make reference to the outcome of most recent objectives whilst also outlining initiatives currently underway with suggestions to help meet the collective travel targets. The notice board will always be regularly updated to ensure accuracy.

- 5.3.2 During Green Group meetings, the TPC and other participants will be looking to promote national travel awareness programmes such as:
- Walk to Work Week
 - Car Free Day
 - Promoting public transport.

- Designing and operating a car share system, whereby employees reduce the number of vehicles required to travel to work.
- Designing and operating a buddy system, whereby employees could walk and/or cycle together for added security/safety.
- Promoting cycling and/or walking to work.
- Identifying annual “green days” or similar and using it to promote better travel to work options.
- Running mini-challenges and competitions for “miles walked”, step-counts, days cycled, furthest bus journey etc.

6. Targets, Monitoring and Review

6.1 Targets

6.1.1

Objective 1	Target	Timescale		
To reduce the number of drivers travelling to and from Express Building		2021	2023	2025
	To increase the number of car sharers	5%	10%	15%
	To increase the number of people cycling to Express Building	5%	15%	20%

Objective 2	Target	Timescale		
To reduce the number of vehicles using nearby car parks and parking on neighbourhood streets		2021	2023	2025
	To decrease the amount of drivers to and from work	5%	10%	15%
	To increase the number of public transport use	5%	15%	20%

6.1.2 Targets will be monitored by data collated through direct liaison via regular travel surveys issued to the various building occupiers and then reviewed by the TPC and Green Group meetings. Targets will be reviewed each quarter to see whether the target objectives are on course to being achieved.

6.2 Baseline Travel Data

6.2.1 New Baseline travel data will be recorded three months after each new tenant takes occupancy within the building. This will ultimately alter the site use, and therefore either increase or decrease the volume of persons using vehicular travel.

Recordings will be broken down for those:

- Working from home
- Travelling via Train
- Travelling via Bus
- Travelling via Taxi
- Travelling via Motorcycle/Scooter
- Driving a Car
- Passenger in a Car
- Cycling
- Pedestrian

6.2.2 As the Express Building was vacant upon initial reopening. Original baseline data will be recorded when then building reaches 25% occupation or 1 year after opening, whichever is sooner.

6.3 Monitoring

- 6.3.1 Travel Plans are 'active' documents that must be reviewed on a regular basis to assess whether the recommended measures have been implemented and met the agreed targets and if not will need to be adapted to respond to any shortcomings or improvements.
- 6.3.2 It is the responsibility of the TPC to ensure that monitoring takes place and that the outputs are held, ready for reporting to Manchester City Council upon request. A monitoring report will be created biennially over a 5-year period (years 1, 3 and 5) ready for submission to the council upon request.
- 6.3.3 Monitoring will be undertaken over a 5-year period by ways of travel surveys conducted with tenants in the building.

It will be discussed with the tenants TPCs during Green Group meetings how best they can conduct their surveys. At a minimum Building Management will request that 25% of employees are surveyed each quarter, in order to achieve 100% over the course of each year.

Separate monitoring of cycle store usage will be conducted by Building Management, on a monthly basis to include findings within the data.

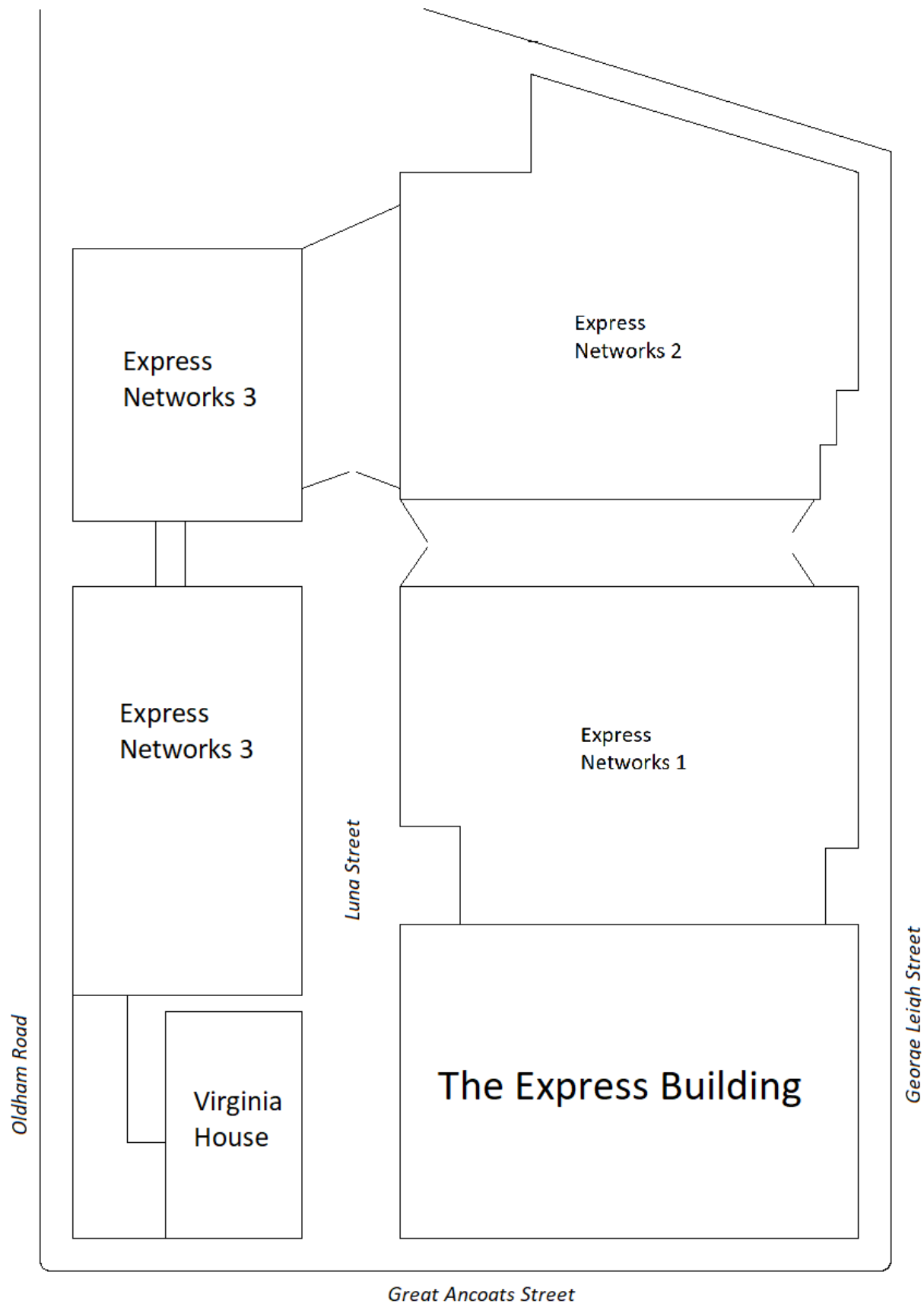
Separate monitoring of travel awareness events held by the building will be recorded by the tenants TPC's to discover the impact of the events and whether they were successful, findings will be included within monitoring reports.

6.4 Review

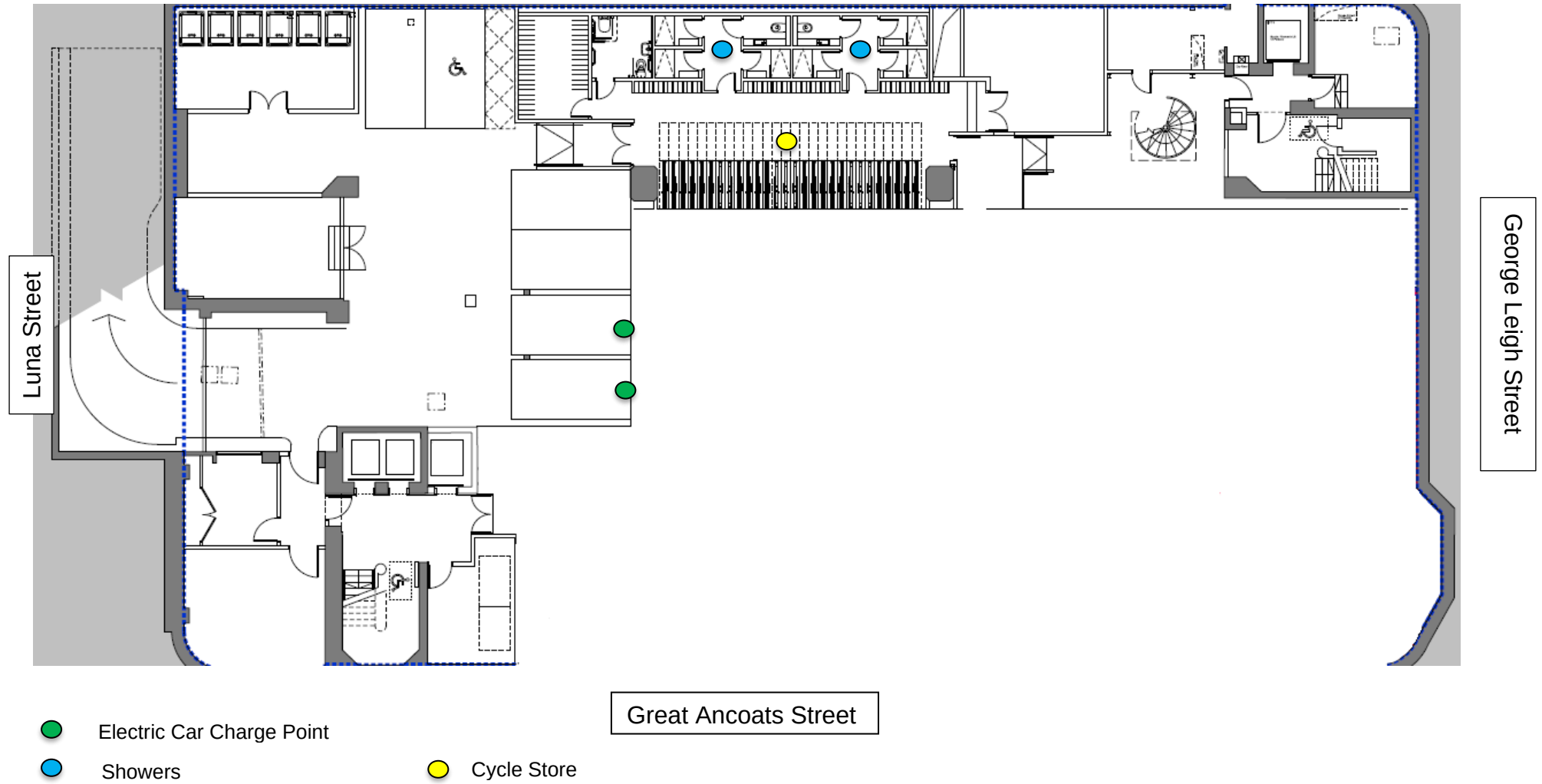
- 6.4.1 The first monitoring report will be completed 6 months following the completion of Baseline Data.
- 6.4.2 The Travel Plan document will be updated as appropriate upon the occupancy of the building increasing. The TPC will be responsible for keeping the document up to date.
- 6.4.3 The Express Building management have already identified a potential location to expand the quantity of cycle racks should there be a requirement.

The Express Building management have already identified potential to increase the amount of electrical charging points on site, should there be a requirement.

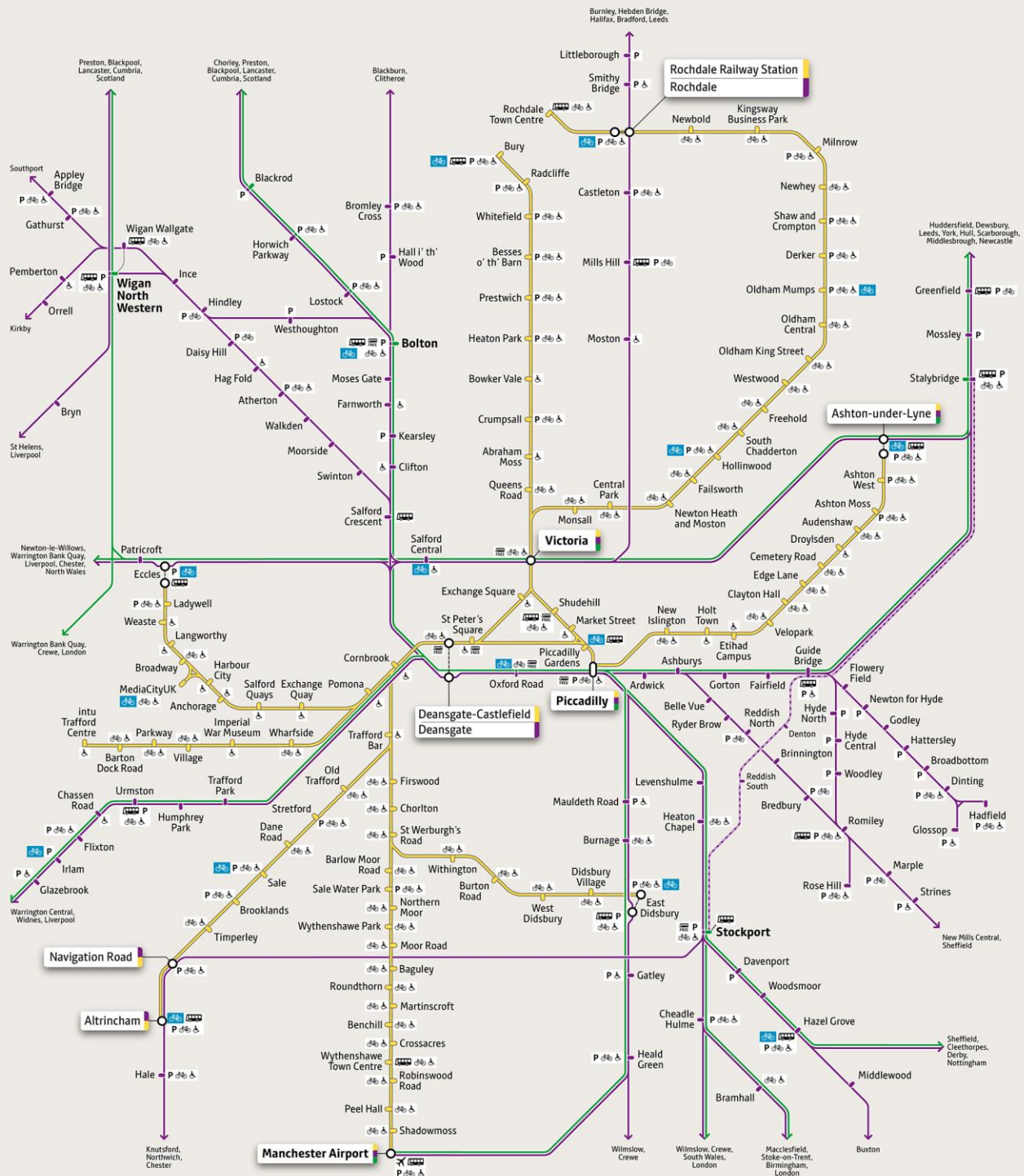
Appendix A



Appendix B



Appendix C



- Metrolink and stop
 - Northern Rail
 - Other trains: Avanti West Coast, Arriva Trains Wales, Cross Country, East Midlands Trains, TransPennine Express
 - P Major bus interchange
 - P Interchange with free bus
 - P Parking available
 - P Cycle Hub (Membership required)
 - P Cycle parking or storage available
 - P Within easy walking distance
 - P Station or stop with step-free access to all platforms
- Please refer to individual operators for specific routing and timetable information

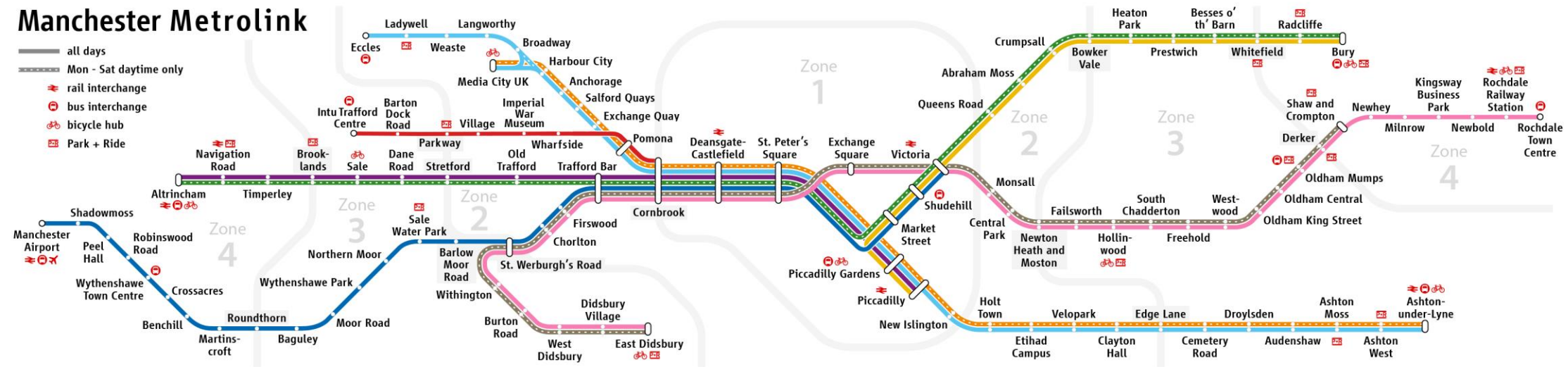
National Rail Enquiries
08457 48 49 50
@nationalrailenq

Public transport information
0161 244 1000

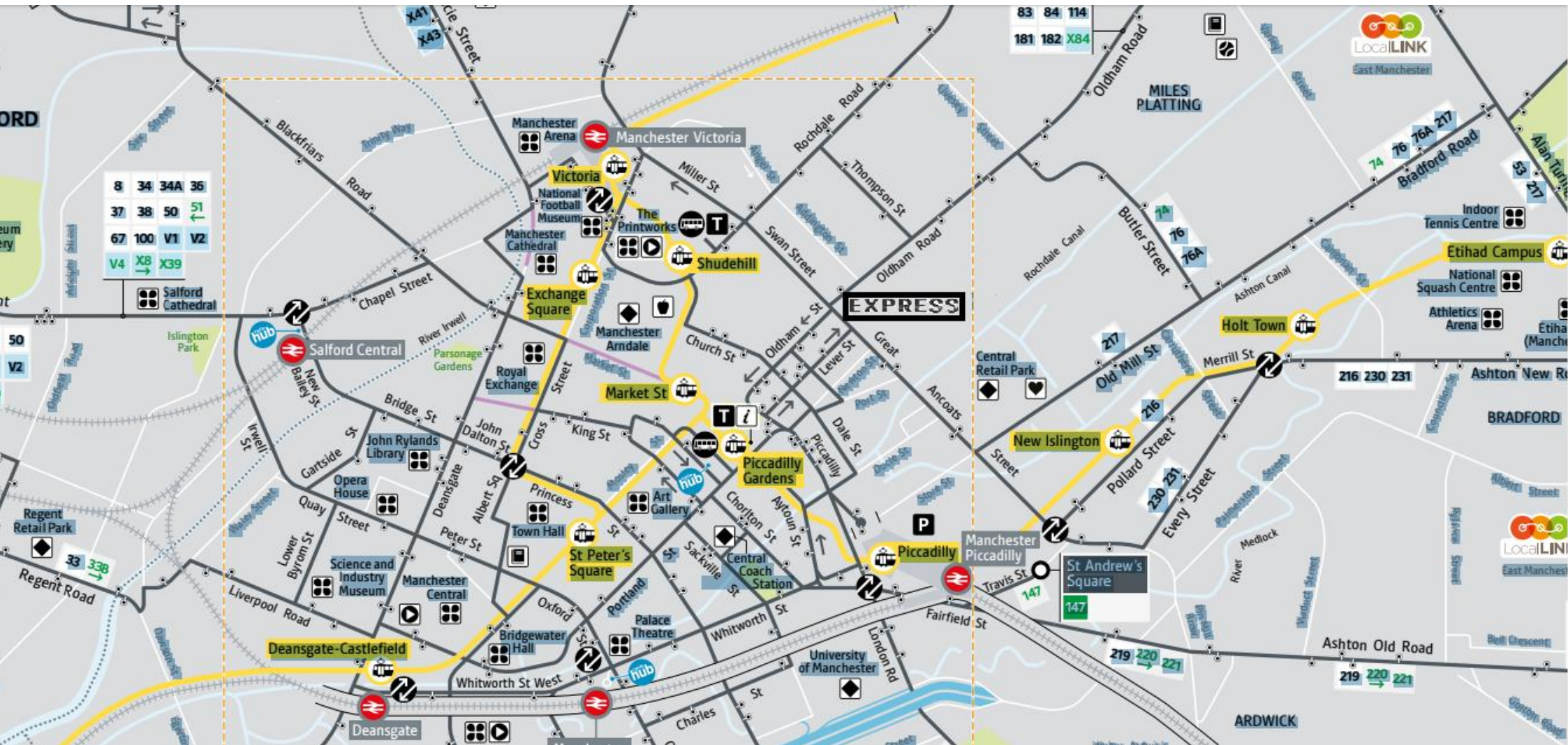
7am – 8pm Mon to Fri
 8am – 8pm Sat, Sun & public holidays

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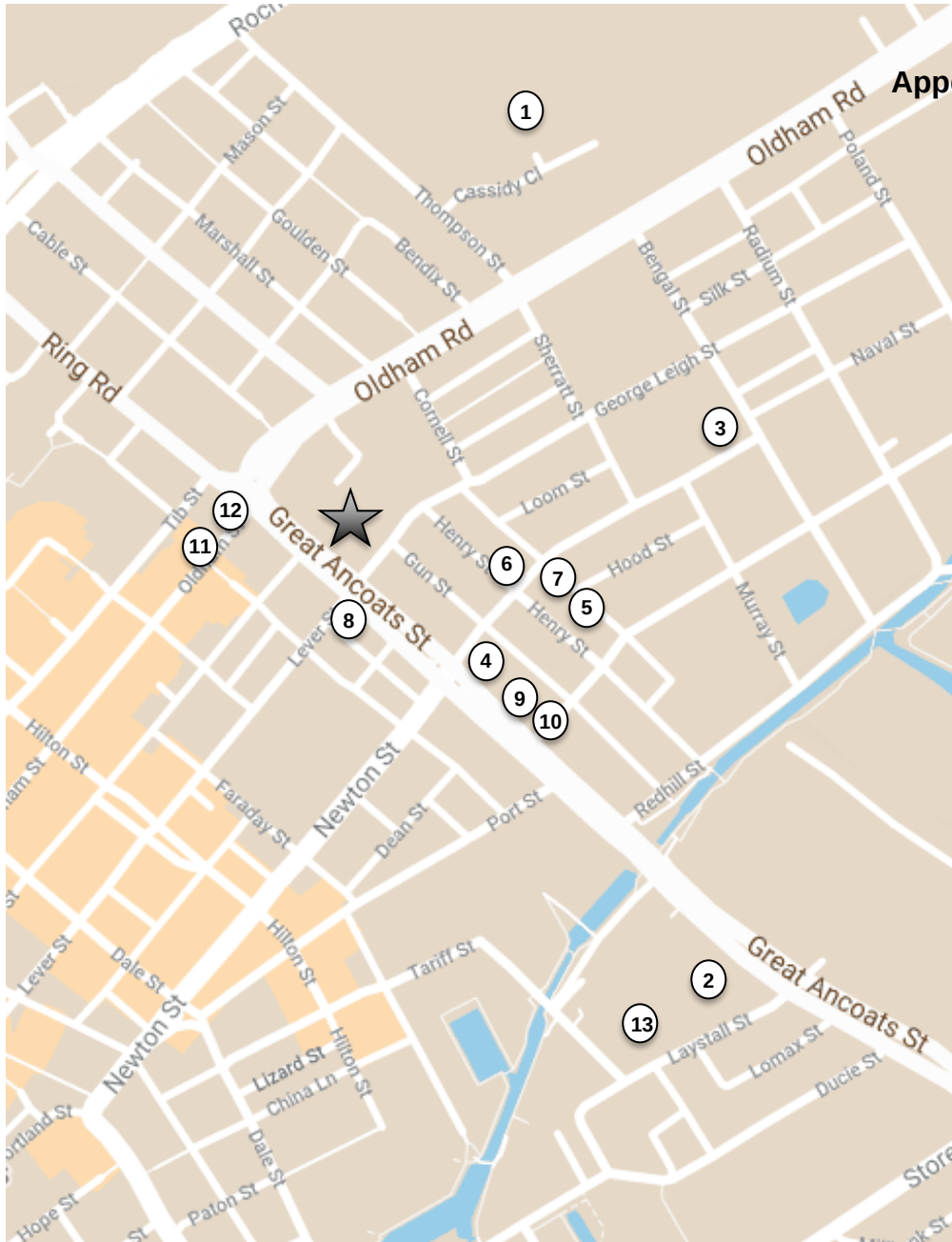
Appendix D



Appendix E



Appendix F



Shops/Supermarkets

1. Wing Yip
2. Aldi
3. Co-op Ancoats
4. Ancoats General Store

Cafés/Restaurants

5. Rudy's Pizza
6. Edinburgh Castle
7. Canto
8. Bem Brasil
9. Viet Shack
10. Kettlebell Kitchen
11. Koffee Pot
12. Penang

Gyms

13. PureGym



Express Building

Appendix G



Express Building promotes the government advice for travel.

For those making essential journeys, follow government guidance and wash hands before and after travelling, catch coughs and sneezes using a tissue and use contactless payments where possible.

TFGM have advised changes to Bus Services; please visit <https://tfgm.com/public-transport/bus> to see how this affects your route.

Major Works and Events

- Princess Road Roundabout works to finish Summer 2020. Works impact road travel in and out of the city centre.
- M602 works between Junctions 1 and 3. Works expected to finish at the end of May. Speed restrictions are in place with full closures commencing between 21:00 and 05:00. Diversions are set in place.

If you have any feedback, comments and suggestions for future updates please contact Andy Eeles;
buildingmanager@expressbuildingmcr.uk
07815 601326

Great Ancoats Street Development Scheme Updates

Advice for drivers

Lane closures, reducing the capacity of the road, will be in place at all times during these works. Details of the specific closure locations are shown below and will be updated frequently.

Lane closures in place

Lane closures are currently in place on Great Ancoats Street leading to delays in both peak periods and on event days:

Westbound

One lane is closed westbound on Great Ancoats at the junction of Oldham Road. This lane closure in the last week has led to delays of up to **10** minutes between **4pm and 7pm**.

Eastbound

One lane closed inbound (towards Manchester) on Oldham Road just before the Addington Street junction. In the last week this closure has led to delays in the morning peak of up to **10** minutes.

One lane closed between Old Mill Street and Pollard Street.

If it's necessary to travel along Great Ancoats Street then the best times to avoid expected delays are before 7:30am, between 10:00am and 4:00pm and after 7:00pm.

Metrolink

All metrolink lines will run a **20** minute frequency until further notice.

Cycling and Walking

During the works local and shorter trips may be quicker by walking/cycling. Great Ancoats Street is surrounded by fantastic canal paths which are well-lit and connect to areas to the north of the city centre. Walking and cycling are a great way to improve physical and mental health.