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Pall Mall Court, Manchester
Framework Travel Plan

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Pall Mall Court, Manchester
Framework Travel Plan

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Prepared by	**Khushboo Raniga**
Checked by	**Jamie Ward**
Approved by	**Monika Crouse**

Ramboll
240 Blackfriars Road
London
SE1 8NW
United Kingdom

T +44 20 7631 5291
https://uk.ramboll.com

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Ramboll UK Limited
Registered in England & Wales
Company No: 03659970
Registered office:
240 Blackfriars Road
London
SE1 8NW

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Appendices

Appendix 1
General Arrangement Plans

1. Introduction

Ramboll have been instructed by Bruntwood Pall Mall Ltd to provide a Framework Travel Plan to enable discharge condition no. 15 of the planning consent (133879/FO/2022) for the redevelopment of Pall Mall Court, King Street, Manchester (the 'consented development').

1.1 Purpose of Travel Plan

The purpose of a Travel Plan is to encourage use of sustainable travel modes. A Travel Plan seeks to achieve this purpose by setting out a package of measures to encourage site occupants to use sustainable modes of travel.

The discharge condition no. 15 of the planning consent (133879/FO/2022) issued by Manchester City Council in relation to the redevelopment of Pall Mall Court states:

"*15) Prior to the first use of the development hereby approved, a travel plan framework shall be submitted for approval 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 working at the development;
ii) a commitment to surveying the travel patterns of staff during the first three months of the first use of the building 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 services
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 occupation of the building, a Travel Plan which takes into account the information about travel patterns gathered pursuant to item (ii) above shall be submitted for approval 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 for occupants, pursuant to policies T1, T2 and DM1 of the Manchester Core Strategy (2012)."

This Framework Travel Plan has been prepared in line with the requirements of condition no. 15 and utilising the guidance available through the Transport for Greater Manchester 'Travel Plan Toolkit'[1].

1.2 Document Structure

The report is structured as follows:

- **Chapter 2 – Proposed Development**
- **Chapter 3 – Policy Context**
- **Chapter 4 – Accessibility and Existing Conditions**
- **Chapter 5 – Travel Surveys**

[1] https://travelplantoolkit.tfgm.com/

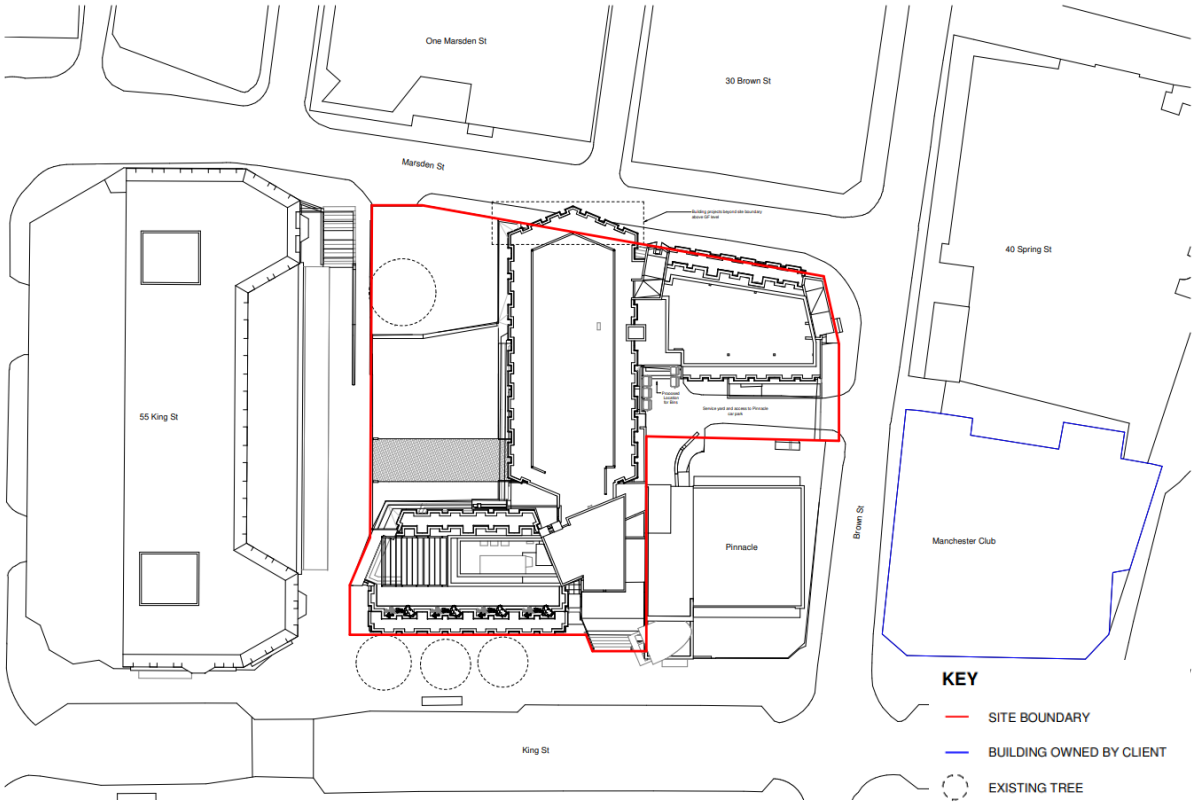
- **Chapter 6 – Aims, Objectives, Targets**
- **Chapter 7 – Measures**
- **Chapter 8 – Management, Monitoring and Review**

2. Consented Development

The development proposals consented through planning application 133879/FO/2022 include the '*refurbishment of Pall Mall Court comprising of external alterations to form a new primary entrance off the Piazza and infilling of the arcades with new window-bays; alterations to existing King Street entrance to facilitate use as a retail (Use Class E) unit; the construction of a 1 storey roof-top extension of office floorspace on Marsden Street, the installation of new rooftop plant on Brown Street and King Street and associated plant screening; the installation of new balustrade on King Street to facilitate an ancillary roof terrace; the renewal of the external façade including a wholescale like-for-like replacement of the curtain walling system; and other associated works'*.

The site is bound by Marsden Street to the north, Brown Street to the east, Kind Street to the south, and Cheapside to the west. The boundary of the site is shown in Figure 2-1.

Figure 2-1 Consented Development Site Plan. Source: Sheppard Robson



The maximum occupancy number of the building, including staff and visitors, will be 1,515.

General arrangement plans are attached in Appendix 1.

2.1 Parking Provision

2.1.1 Car Parking

The existing 41 vehicle spaces accommodated in the basement car park will be repurposed to facilitate a secure cycle storage facility, a private gym, and amenity space. There will be 16 vehicle spaces retained for use by the tenants, of which two will be EV spaces. The car parking spaces will be leased to customers as part of their office tenancies.

2.1.2 Cycle Parking and Facilities

There will be 65 new secure cycle spaces provided in the basement car park in the form of semi vertical bike racks, including locking hoops.

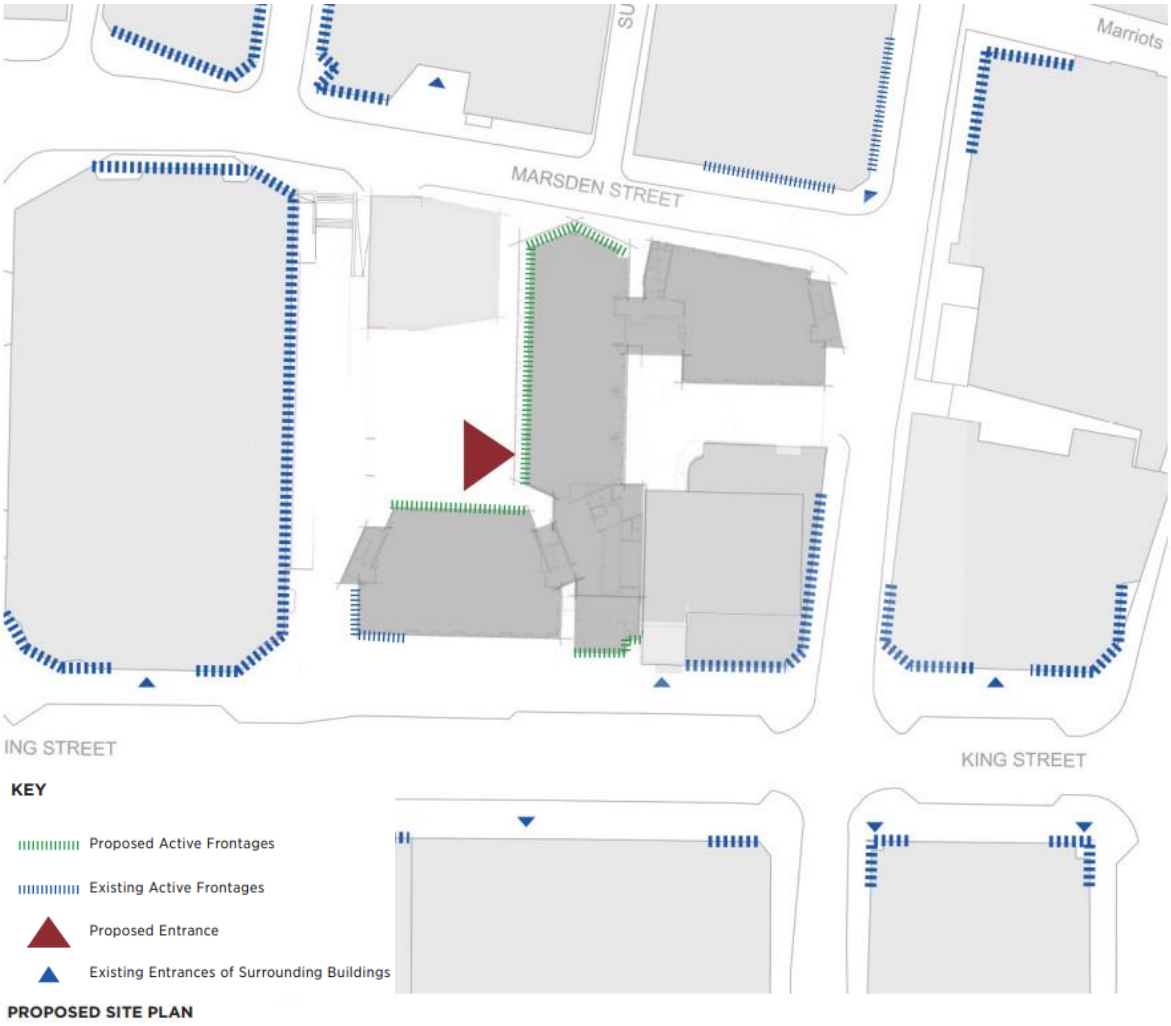
End-of-journey facilities will also be provided in the basement car park, including eight showers (four male, four female), changing spaces and separate drying space.

2.2 Accesses

2.2.1 Pedestrian Access

The primary entrance will be re-oriented so that it is accessed from the piazza via King Street or Marsden Street (Figure 2-2), and act as the reception to the office spaces and the food and beverage (F&B) units. This new entrance will replace the existing entrance on King Street.

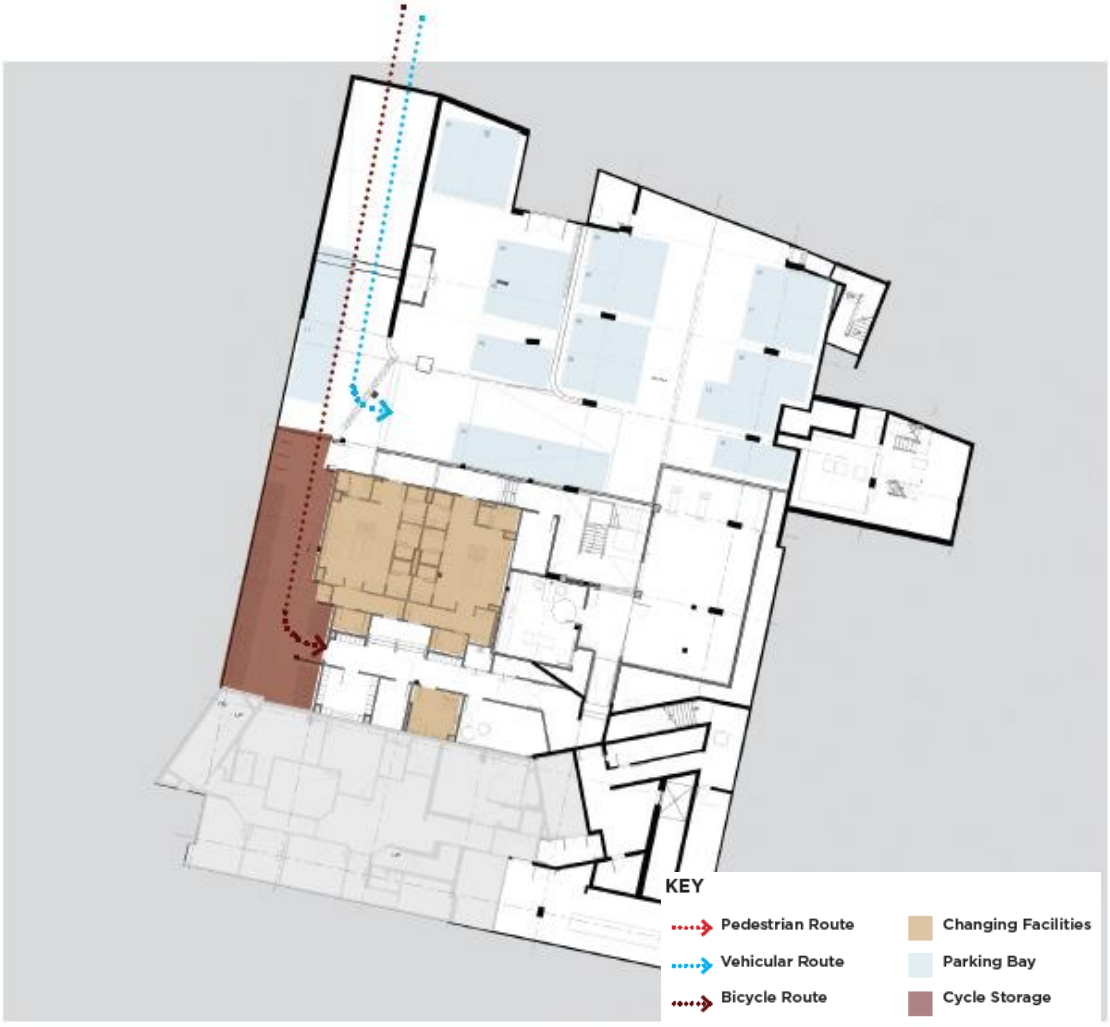
Figure 2-2 Pedestrian Access. Source: Design and Access Statement (Sheppard Robson)



2.2.2 Cycle Access

Cyclists will access the new secure cycle storage and facilities, provided in the basement car park, by the car park ramp via swipe access from Marsden Street (Figure 2-3). Once parked, cyclists will be able to access the rest of the building via internal stairwells up from the basement.

Figure 2-3 Basement Access Plan. Source: Design and Access Statement (Sheppard Robson)



2.2.3 Vehicle Access

The basement car park will be accessed via the existing ramp from Marsden Street (Figure 2-3). Service vehicles and refuse lorries will continue to access the building via the existing loading bay off Brown Street.

3. Policy Context

3.1 National Planning Policy Framework (NPPF) (December 2024)

The National Planning Policy Framework (NPPF) sets out the Government's planning policies for England and how these are expected to be applied. The NPPF constitutes guidance for local planning authorities and decision-makers both in drawing up plans and as a material consideration in determining applications. Chapter 9 of NPPF relates to promoting sustainable transport.

Paragraph 118 details 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 vision-led transport statement or transport assessment so that the likely impacts of the proposal can be assessed and monitored.*"

3.2 Guide to Development in Manchester, Supplementary Planning Document and Planning Guidance Adopted April 2007

The Guide to Development in Manchester provides the following advice in relation to travel plans:

" At an early stage, before submitting a planning application, developers should consult with the Council to determine whether a Travel Plan is required in line with PPG13 (see references). A Travel Plan is a package of measures and actions aimed at reducing the need to travel by car by providing alternative choices and encouraging walking, cycling, and public transport use. At the planning stage consideration should be given to the proximity of the development to existing travel facilities and services, site layout, suitable density, cycling, pedestrian facilities and potential for parking restraint. More detailed guidance on the content of Travel Plans is available from the Council."

3.3 Manchester Core Strategy 2012 to 2027 (July 2012)

Policy T1 of the Manchester Core Strategy relates to Sustainable Transport. The policy states:

"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 residents and businesses and to prepare for carbon free modes of transport, the Council will support proposals that: -

- *Improve choice by developing alternatives 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 Pennine 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 appropriate 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."

3.4 Greater Manchester Transport Strategy 2040

The following policies of the Greater Manchester Transport Strategy 2040 are relevant to sustainable travel:

- Policy 3: *"We will maintain a programme of interventions encouraging people to make sustainable journeys. We will support this programme through journey planning tools, and information to encourage travel behaviour change and mode shift, in order to make the most efficient use of available capacity (particularly during peak periods)."*

- Policy 4: *"We will work with developers to ensure that new developments are accessible by sustainable modes, and to reduce transport emissions and impacts on the highway network."*

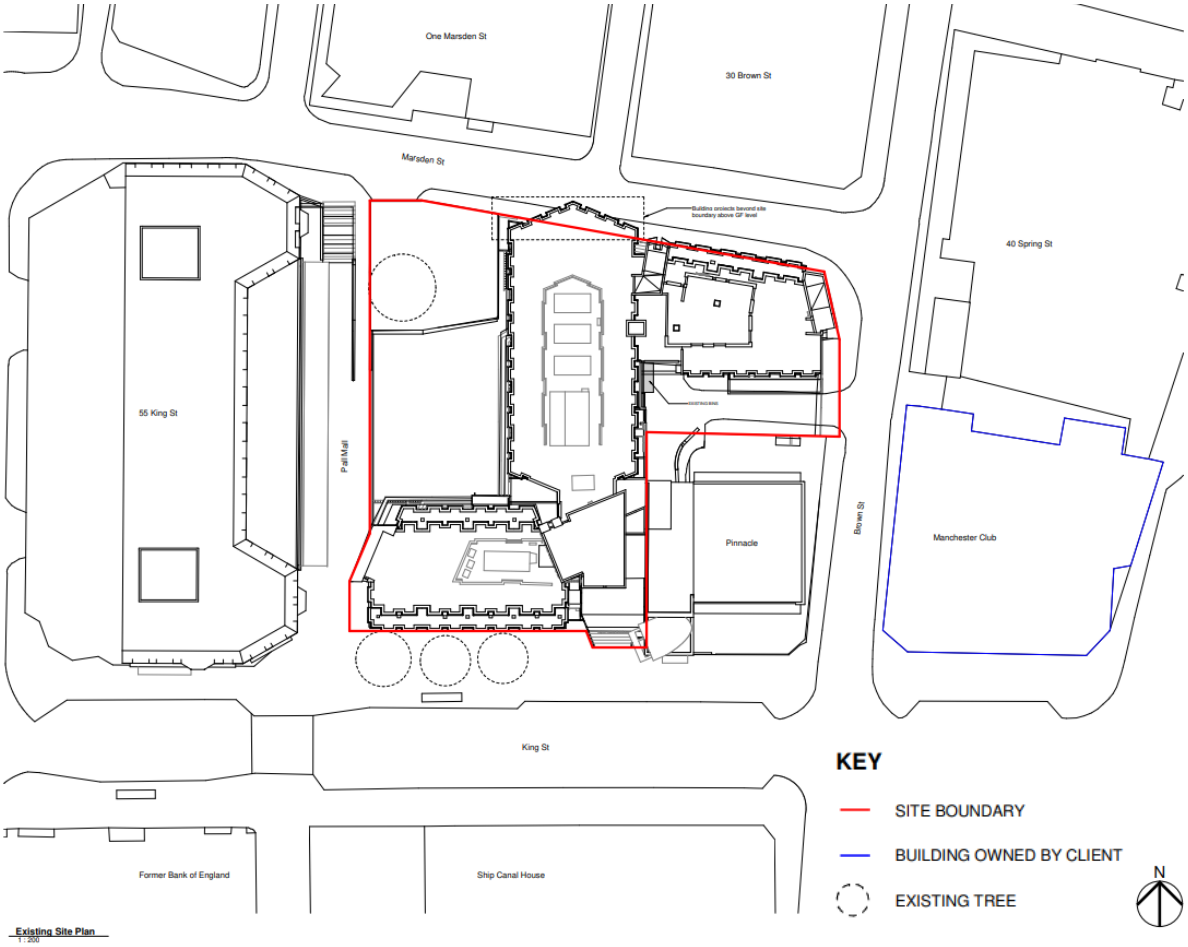
- Policy 15: *"Working with partners, including through the Safer Roads Partnership, we will deliver initiatives to improve highway network safety, with a focus on walking and cycling."*

4. Accessibility & Existing Conditions

4.1 Site Context

Pall Mall Court is located on King Street in Manchester City Centre and is bound by Marsden Street to the north, Brown Street to the east, King Street to the south, and Pall Mall (pedestrianised route) to the west. Cheapside is located to west, adjacent to the neighbouring building (55 King Street) (see Figure 4-1).

Figure 4-1 Existing Site Location Plan. Source: Sheppard Robson



4.2 Highway Network

King Street is a two-way single carriageway (subject to a 30mph speed limit), located immediately south of the site. King Street connects to Cheapside and Essex Street to the west and Brown Street to the east. King Street becomes a one-way carriageway for vehicles at the Cheapside/Essex Street priority junction, where vehicles coming from the east can only turn right onto Cheapside. Bus traffic is permitted to continue westbound towards Cross Street.

Brown Street (subject to a 30mph speed limit) is a two-way single carriageway between the King Street priority junction and Marsden Street. Thereafter, Brown Street becomes a one-way carriageway in the northbound direction.

Marsden Street (subject to a 30mph speed limit) is a one-way single carriageway eastbound that connects Chapel Walks from the west to Brown Street to the east.

Cheapside is a two-way carriageway (subject to a 30mph speed limit) connecting King Street to the south and Chapel Walks to the north. Vehicles travelling southbound on Cheapside are only permitted to turn left onto King Street.

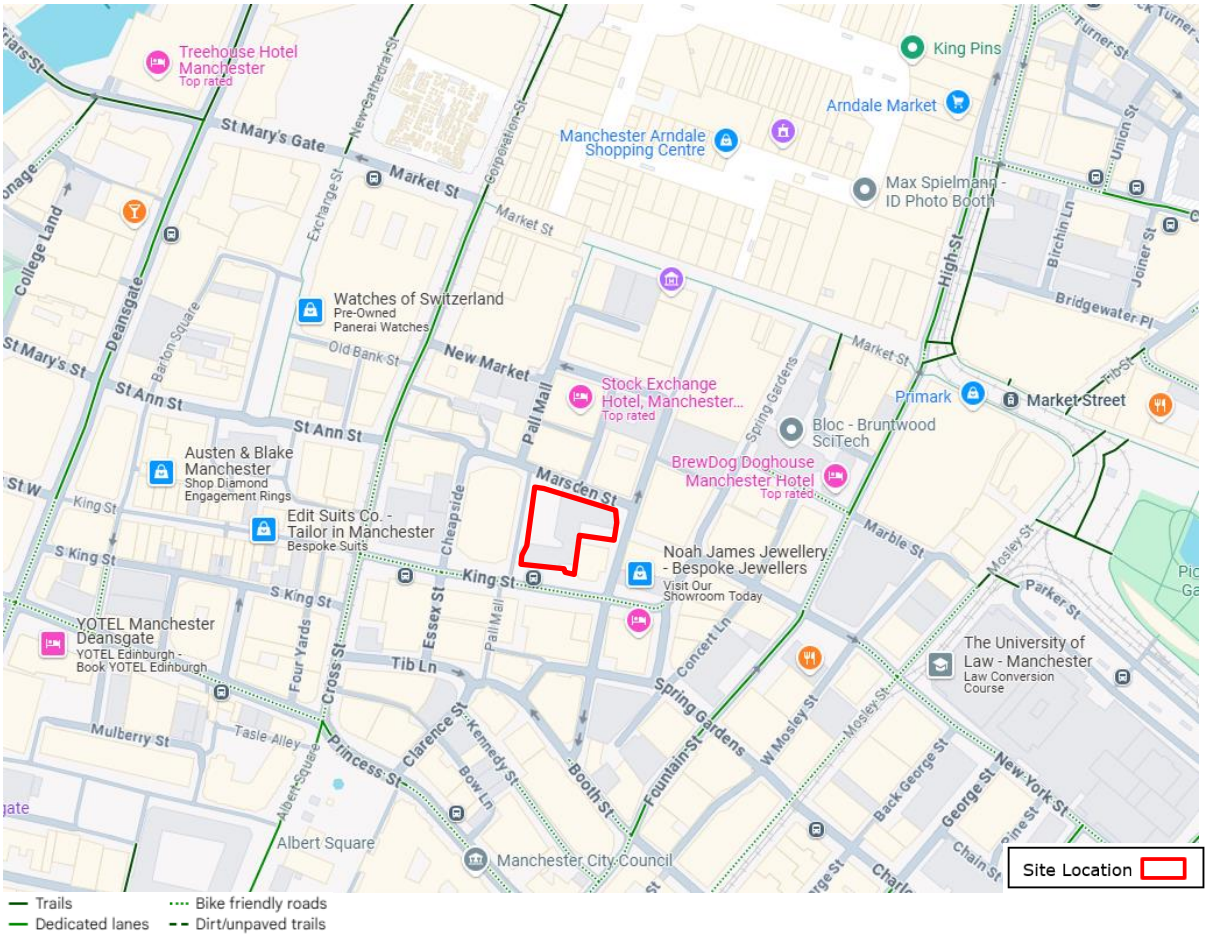
4.3 Pedestrian and Cycle Network

Existing pedestrian links are present around the site which lead to the primary routes towards the centre of Manchester along Piccadilly, High Street and Market Street. King Street has footways on both sides of the road and provides access to the site. A zebra crossing is situated west of the site on King Street. Brown Street, Marsden Street and Cheapside all provide footways on both sides of the road respectively.

In addition, an existing pedestrian-only link referred to as Pall Mall is provided connecting King Street and Marsden Street, from which the Pall Mall Court piazza can be accessed. Pedestrianised areas around the site are shown in Figure 4-3 below.

There are also a number of designated cycle lanes and 'bike friendly' routes located around the site, including King Street, that provide connectivity to transport links such as Manchester Victoria station and the city centre (see Figure 4-2).

Figure 4-2 Designated Cycle Lanes and 'Bike Friendly' Routes. Source: Google Maps



Source: https://www.google.com/maps/

4.4 Car Parking

On-street pay and display parking is available to King Street, Brown Street, Marsden Street and Cheapside, with additional on-street parking within the wider context. Furthermore,there are approximately 16 disabled on-street parking spaces located around the perimeter streets of Pall Mall Court.

4.5 Public Transport

4.5.1 Bus Services

The closest bus stops to the site are located on King Street, immediately to the west of the site. The services provided at these stops include Route 1 and Route 2 that are part of a Free Bus system in operation within the city centre. Service provision available at these bus stops is summarised in Table 4-1.

Table 4-1 – Bus Service Provision

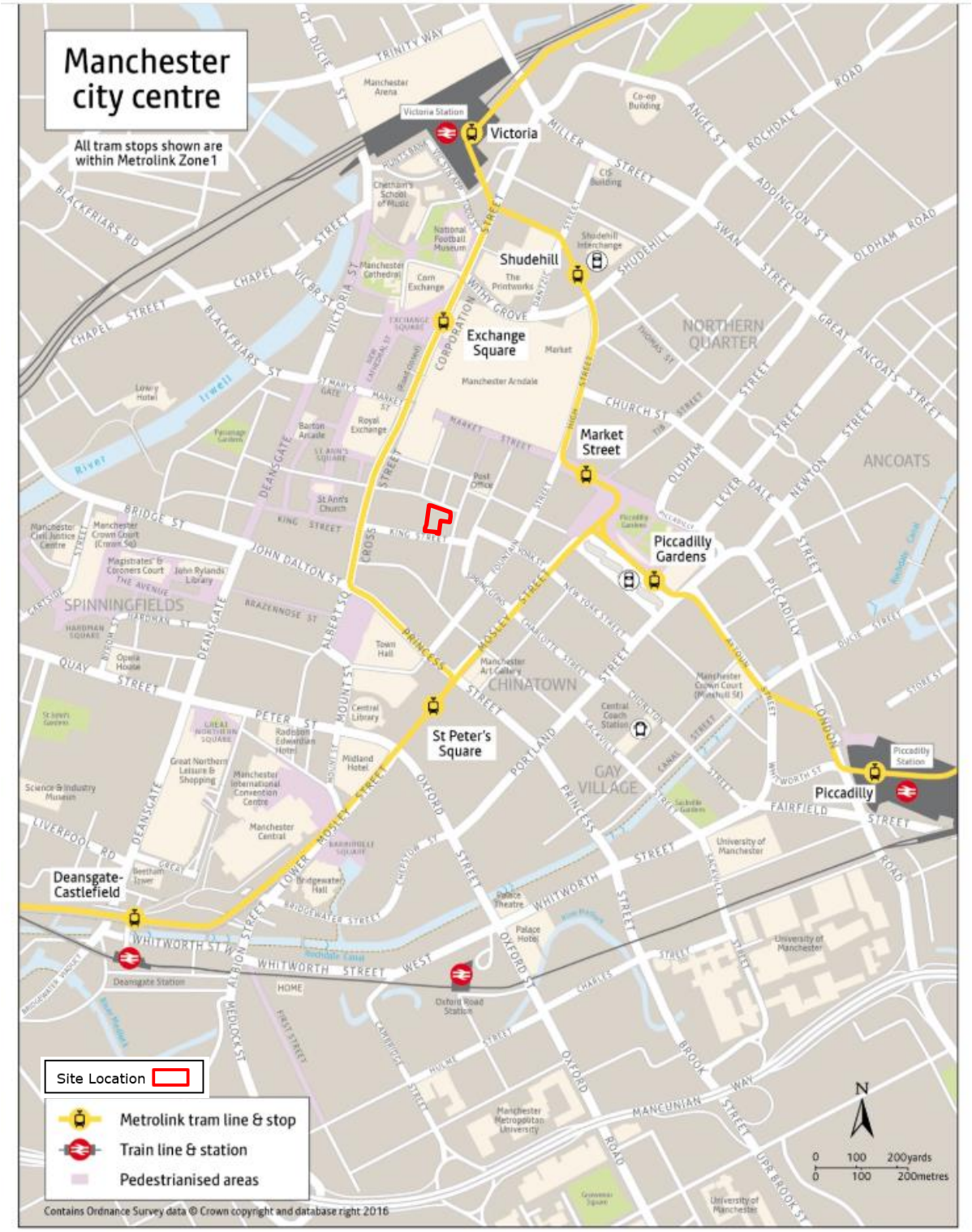
Bus Service	Route	Approx. Frequency		
		Mon-Fri	Saturday	Sunday
Cheapside (Stop CO)				
1 (Free Bus)	Piccadilly Rail Station- Piccadilly Rail Station	10 mins	10 mins	10 mins
36	Bolton Interchange- Piccadilly Gardens	12 mins	15 mins	20 mins
37	Bolton Interchange- Piccadilly Gardens	12 mins	15 mins	20 mins
X39	Piccadilly Gardens - Farnworth Bus Station	2 morning services only	-	-
Cheapside (Stop CL)				
2 (Free Bus)	Piccadilly Rail Station- Piccadilly Rail Station	10 mins	10 mins	10 mins

4.5.2 Metrolink

Manchester Metrolink offers high-frequency services (up to 10 per hour) across Greater Manchester. Manchester Metrolink services are accessible from the site, with the nearest stop being located at Piccadilly Gardens, which is a 5-minute walk east of the site. A further stop is located in Exchange Square which is located approximately 5-minutes walk north of the site (c.300m). There are several other Metrolink stops in close proximity, including St Peter's Square (c.330m) and Shudehill (c.520m). Piccadilly Gardens Metrolink is served by the following lines:

- Altrincham - Piccadilly/Etihad Campus Line
- Ashton-under-Lyne – Eccles Line
- Bury-Piccadilly Line, and
- Etihad Campus – MediaCityUK Line. Figure 4-3 shows the locations of the Metrolink stops in relation to the site location.

Figure 4-3 Metrolink Map. Source: Transport for Greater Manchester.



Source: https://tfgm.com/travel-updates/live-departures/tram/victoria-tram/local-map

4.5.3 Rail Services

Manchester Victoria and Manchester Piccadilly train stations are located c.670m (approx. 11-minute walk) and c.870m (approx. 14-minute walk) from the site, respectively. Both offer regular services both throughout Greater Manchester, and beyond to cities across the UK.

Manchester Victoria station is a combined mainline railway station and Metrolink tram stop. The station hosts local and regional services to destinations in Northern England, such as Blackburn, Rochdale, Bradford, Leeds, Newcastle, Huddersfield, Halifax, Wigan, Southport, Blackpool (Sundays only) and Liverpool. The rail service provision from Manchester Victoria is summarised in Table 4-2.

Table 4-2 – Rail Service Provision at Manchester Victoria – Trains Per Hour (tph)

Eastbound Services	Westbound Services
2 tph to Rochdale	1 tph to Southport (via Bolton and Wigan Wallgate)
3 tph to Leeds via Rochdale, then 2 via Bradford Interchange & 1 via Brighouse	2 tph to Wigan Wallgate via Atherton; 1 tph continues to Headbolt Lane
1 tph to Blackburn via Rochdale & Todmorden	1 tph to Chester via Warrington Bank Quay
1 tph to Stalybridge	2 tph to Blackburn via Bolton, 1 tph continues to Clitheroe
1 tph to Hull via Leeds	1 tph to Liverpool Lime Street
1 tph to Newcastle via Leeds	1 tph to Manchester Airport
1 tph to Saltburn via Leeds	

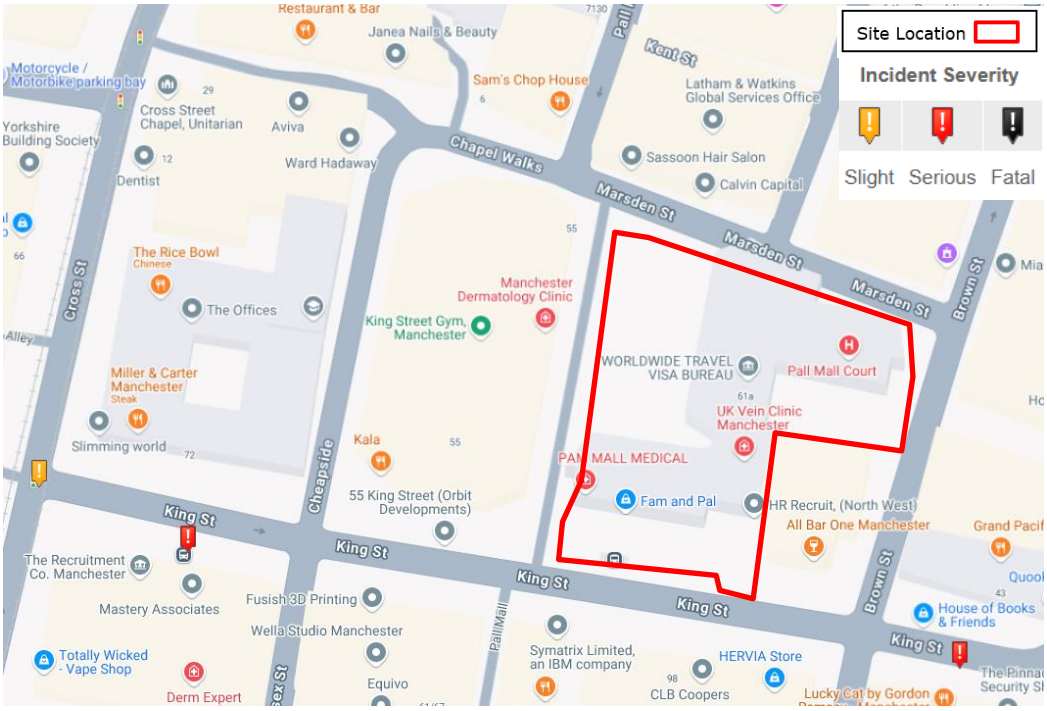
Manchester Victoria is a major interchange for the Metrolink light rail system. Metrolink services run through Victoria to Altrincham, Bury, East Didsbury, Manchester Airport, Rochdale via Oldham, and Piccadilly.

Manchester Piccadilly train station offers a direct connection to Manchester International Airport.

4.6 Collision Data

Collision data for the highway network in the vicinity of the consented development has been obtained from CrashMap, to assess the number and severity of collisions for the most recent five-year period available (2019-2023 inclusive). Locations of collisions near to the site are shown in Figure 4-4 and summarised in Table 4-3.

Figure 4-4 Collision Locations 2019-2023. Source: CrashMap.



Source: https://www.crashmap.co.uk/

Three collisions were observed in the study area over the five-year period, of which one was slight and two serious. No fatal collisions have been recorded in the vicinity during the five-year timescale, and no collisions have been recorded within the most recent year available (2023). The overall low number of collisions identified does not suggest any specific underlying safety issues associated with the highway network in the vicinity of the consented development.

Table 4-3 Summary of Collisions 2019-2023

Year	Severity			Total Accidents
	Slight	Serious	Fatal	
2019	0	0	0	0
2020	0	0	0	0
2021	0	1	0	1
2022	1	1	0	2
2023	0	0	0	0
Total	**1**	**2**	**0**	**3**

Source: https://www.crashmap.co.uk/

5. Travel Surveys

The consented development consists of change of use and refurbishment as described in Section 2. Ultimately, a travel survey of staff and visitors is required to inform the development of meaningful Travel Plan measures and targets. For a survey to be representative and beneficial to this end, a substantial level of activity related to the new uses will need to be established at the site.

Therefore, and in line with the requirements of condition no.15, a travel survey of staff and visitors will be completed within 3 months of the consented development becoming operational.

5.1 Travel Surveys Specification

The travel surveys are expected to be in the form of questionnaires for staff and visitors. The questionnaires will be based loosely on the TRICS Standard Assessment Method, formatted and tailored to the consented development. Questionnaires will offer multi-choice responses to record information concerning demographics, disabilities (if any), daily travel commitments and mode choices. The travel survey will, as a minimum, collect information on:

- Usual mode of travel to / from the site
- Home postcode and distance travelled
- Usual arrival / departure times
- Attitudes to travel (e.g. reasons for travel choices, willingness to consider sustainable modes)

5.2 Follow-up Actions and Repeat Surveys

Following the initial survey, the 'full' Travel Plan will be produced and submitted to Manchester City Council within 6 months of first occupation, in line with the requirements of condition no.15.

A travel survey of all site users will be carried out every 2 years thereafter, as a means of regularly updating the Travel Plan. The surveys will be undertaken at similar times of the year, to ensure comparable data as far as practicable.

6. Aims, Objectives, Targets

6.1 Aim

The primary aim of the Framework Travel Plan is to promote, and make available, sustainable travel choices to and from the site.

6.2 Travel Plan Objectives

This aim is to be achieved through the following objectives:

1. Ensuring good accessibility to the site by non-car modes (walking, cycling and public transport);
2. Actively promoting non-car travel choices for staff and visitors, through facilities and information provision; and,
3. Marketing and raising awareness of the Travel Plan and its purpose.

6.3 Travel Plan Targets

The targets for the Framework Travel Plan link to the aim and objectives set out above and provide a measure of how well they are being achieved.

To enable monitoring of progress against the objectives, SMART targets have been defined. SMART targets are Specific, Measurable, Achievable, Realistic and Time-bound.

These targets are being put forward prior to occupation of the consented development and travel survey data becoming available to inform the target setting process. Targets, proposed measures and actions will, therefore, be reviewed after the initial surveys. As described above, surveys will be undertaken within 3 months of first occupation; and a 'full' Travel Plan, including updated targets, measures and actions, will subsequently be produced within 6 months of first occupation. Further reviews will then be undertaken biannually.

The targets presented here should, therefore, be seen as preliminary targets, to be aligned more closely once the initial baseline survey has been undertaken.

The following preliminary targets, shown in Table 6-1 and linked to the objectives stated above.

Table 6-1 Travel Plan Targets

Target Number	Target
1	5% decrease in the proportion of staff and visitor trips made to/from site by single occupancy car journey compared to, and within one year from, the initial travel survey.
2	5% increase in the proportion of staff and visitor trips made to/from site by walking and cycling compared to, and within one year from, the initial travel survey.

7. Measures

This section outlines measures which will be implemented throughout the site to help achieve the Travel Plan objectives. The measures have been grouped into two types as follows:

- 'Hard' engineering measures incorporated into the design of Pall Mall Court
- 'Soft' measures which will be implemented as part of Pall Mall Court to ensure that sustainable travel is maximised, e.g. marketing and management

7.1 'Hard' Measures

Physical aspects of Pall Mall Court will influence occupants' travel patterns, thus providing an opportunity to encourage people to travel by more sustainable modes. 'Hard' measures that will be implemented prior to occupation and funded by the developer to promote sustainable travel are listed below:

- Car parking provision reduced to 16 spaces to limit opportunity for staff and visitors to travel by car, encouraging use of other modes, with car parking spaces designated for disabled users to ensure accessibility for those unable to travel by active modes
- Two electric vehicle charging points provided
- Safe, secure and convenient cycle parking and facilities including showers and lockers
- Notice boards for travel information in foyers or other communal areas where practicable
- Pedestrian amenity on accesses to the site including the piazza, capitalising on the existing context with good lighting, attractive landscaping, and active frontages, to ensure routes are safe, useable and desirable

It should be noted that the 'hard' measures listed above will be implemented during construction, i.e. prior to occupation and prior to commencement of site operations, funded by the developer.

7.2 'Soft' Measures

Further 'non-physical' measures to be put into operation are suggested below, to be considered post-occupation through the Travel Plan process.

7.2.1 Walking

- Clear mapping of pedestrian routes around the site, indicating suitable footpaths, pavements and road crossings.
- Introduce a walking group that brings together those who walk to work and provide a forum for suggesting further improvements.
- Participate in the National Walk to Work Week event that takes place every spring/summer, allowing employees to sign up for a workplace walking challenge and encouraging more people to walk to work.

7.2.2 Cycling

- Provide a bike pool fleet where Bikes that are stored on site and which can be booked for use by employees.
- Provide bicycle allowances and offers (e.g. cycle loans, cycle discounts, cycle mileage) to employees to cover the cost of owning or riding a bike

- Clear mapping of cycle routes around the site, indicating suitable cycleways. Cycle GM is a TfGM (Transport for Greater Manchester) initiative to encourage people around Greater Manchester to cycle. It includes downloadable cycling maps, details on local cycle hubs and links to cycle training.
- Introduce a cycle user group that brings together those who cycle to work and provide a forum for suggesting further improvements.
- Provide cycle maintenance training to improve employees' confidence in bike maintenance and minor repairs.
- Participate in National Cycle to Work Day, a national event that takes place every summer, encouraging employees to try out cycling as a means of commuting.

7.2.3 Car Sharing

- Offer employees a car sharing scheme (e.g. CarShareGM) that allows employees to share their car journey with other employees who use similar commuter routes. TfGM's car sharing initiative, CarShareGM offers a free, secure and easy way for colleagues to travel together, reducing costs and creating a better environment.
- Set up a car sharer club to allow employees to form interest groups, based on commuter routes, and organise their own car shares.
- Provide on-site parking spaces for car sharers, prioritised over those in single occupancy vehicles.

7.2.4 Public Transport

- Provide information on local and popular routes to and from the workplace, checked to ensure it comes from the latest timetables.
- Provide timetable information on specific services, tailored to individual responses to a Travel Survey.
- Work alongside public transport operators/private operators to determine the benefits of improving services to the site.
- Allow staff flexible working hours to allow them to catch services that are best suited to getting them to and from the workplace.

Communication of 'soft' measures should begin as soon as site occupancy is confirmed, i.e. prior to occupation wherever possible, in order to promote sustainable travel from the earliest possible time and avoid unsustainable habits becoming ingrained.

7.3 Marketing Strategy

For the Travel Plan to work effectively it is important that all the incentives are well promoted across the site. Staff and visitors should be made aware of the existence of the Travel Plan measures as soon as feasible, to help them with their travel choices at the earliest opportunity. For example, travel information should be made available to potential jobseekers during the recruitment process. This will give them confidence of their ability to get to the site and avoid unsustainable habits becoming ingrained from the start. This will also enhance the attraction of the site for staff recruitment and retention.

Examples of incentives and promotions that can be implemented include:

- Sustainable travel information on company website on how to reach the site via sustainable modes to highlight alternative ways of travelling.

- Sustainable travel information (such as guidance on walking and cycling routes and cycle/ticket loans) can be immediately advertised to new employees in their induction packs, allowing them to make informed travel choices from their first day.
- On-site travel information points can provide employees with a single source of transport information, such as timetables, real time information, promotional material and news bulletins.
- A calendar of promotional events for staff to be made aware of upcoming events and allowing them to plan ahead
- Links to TfGM's Journey Planner and Route Explorer
- Publicise location and booking procedure for car pool vehicles.

8. Management, Monitoring and Review

8.1 Travel Plan Co-ordinator

To remain fit for purpose and ensure its long-term sustainability, the Travel Plan will be managed by a nominated Travel Plan Co-ordinator (TPC). A programme of monitoring and review will be implemented to generate information by which the success of the Travel Plan will be evaluated. This will help to establish whether the agreed objectives and targets are being met. Monitoring and review will be the responsibility of the TPC.

The TPC can be employed as a person specifically for the role, or more usually the role can be assigned to an existing employee; someone with an interest in sustainable transport. Alternatively, a contractor can be selected to undertake this role.

The TPC is responsible for the implementation and monitoring of the schemes defined within this document, in accordance with the stated timescales. The TPC is the source of advice on a range of transport issues ranging from local bus routes and times, to local cycle routes as well as personal travel planning for staff wanting to use alternative travel modes. Additionally, the TPC will be able to administer initiatives such as a car share scheme. A primary role, however, will be that of promoting alternative and sustainable travel amongst staff and visitors.

The TPC will also work with Manchester City Council on input to strategies and solutions for ensuring the success of the Travel Plan. The TPC will liaise between Pall Mall Court and Manchester City Council on a wide range of common travel related issues both on- and off-site such as cycle facilities, altered bus routes or cycle path maintenance. Further specific duties of the role include:

- Liaising with stakeholders;
- Organising travel surveys;
- Organising collective meetings for the purpose of reporting information;
- Producing marketing material for the site users;
- Detailing the Travel Plan processes to site users;
- Establishing the individual measures;
- Monitoring the implementation of the Travel Plan;
- Reviewing the Travel Plan; and,
- Answering site users' questions on transport as they arise.

Administration of the Travel Plan will involve the maintenance of necessary systems, data and paperwork, consultation and promotion. These duties are permanent and regular updates of the Travel Plan document are part of the role.

As indicated above, a programme of monitoring and review will be implemented to generate information by which the success of the Travel Plan can be evaluated. Monitoring and review will be the responsibility of the TPC. This Travel Plan review programme is subject to agreement with Manchester City Council.

The TPC will be appointed prior to occupation of the consented development. The name and contact details of the TPC will be included within the full Travel Plan to be submitted within 6 months of first occupation. Any change to the TPC will be communicated to Manchester City Council.

8.2 Travel Plan User Group

A Travel Plan User Group will be set up by the TPC. This will be composed of staff and stakeholder representatives who will be invited to attend meetings of the User Group as required. This group will inform and action the continued development and monitoring of the Travel Plan through the regular review process, bring to light concerns, views and issues regarding travel and consider possible improvements to the Travel Plan.

The purpose of meetings of this group, to be held at least annually (including prior to any reviews), will be to:

- Discuss the effectiveness of the Travel Plan and possible ways of improving its deliverability as required;
- Consider progress towards achieving targets;
- Generate discussion about new or extended measures and initiatives, to help achieve the agreed targets; and,
- Provide an opportunity to discuss transport related issues that might be addressed through the Travel Plan.

8.3 Monitoring

The TPC will be responsible for monitoring the Travel Plan on a biennial basis for an initial period of five years, with ongoing monitoring frequency to be agreed with Manchester City Council. This will be through a Travel Plan Survey conducted in Year 1 (within 3 months of first occupation), Year 3 and Year 5.

The Year 3 and Year 5 Travel Plan Surveys will be consistent with the survey conducted in Year 1, to allow progress towards targets to be tracked and targets subsequently revised. For each survey, results will be sent to the Manchester City Council within one month.

8.4 Review

It is proposed the Travel Plan will be reviewed in Years 1, 3 and 5 (end date) alongside the Travel Plan Survey by the TPC, or sooner should significant changes occur to the site, occupation or travel mode options, using results of the Travel Plan Survey. These results will indicate whether the measures and incentives introduced are achieving the required targets, or if sustainability objectives are not being met. Where targets are not being achieved the measures and incentives can be reviewed and adjusted accordingly as well as the potential introduction of new initiatives managed through the Travel Plan. The key points arising from the survey and review will be communicated to site occupants via information boards in foyers/ communal areas, electronic communications, and the Travel Plan User Group. Once it has been approved, any changes to the Travel Plan, in particular the targets, must be made in agreement with the Manchester City Council Travel Plans Team.

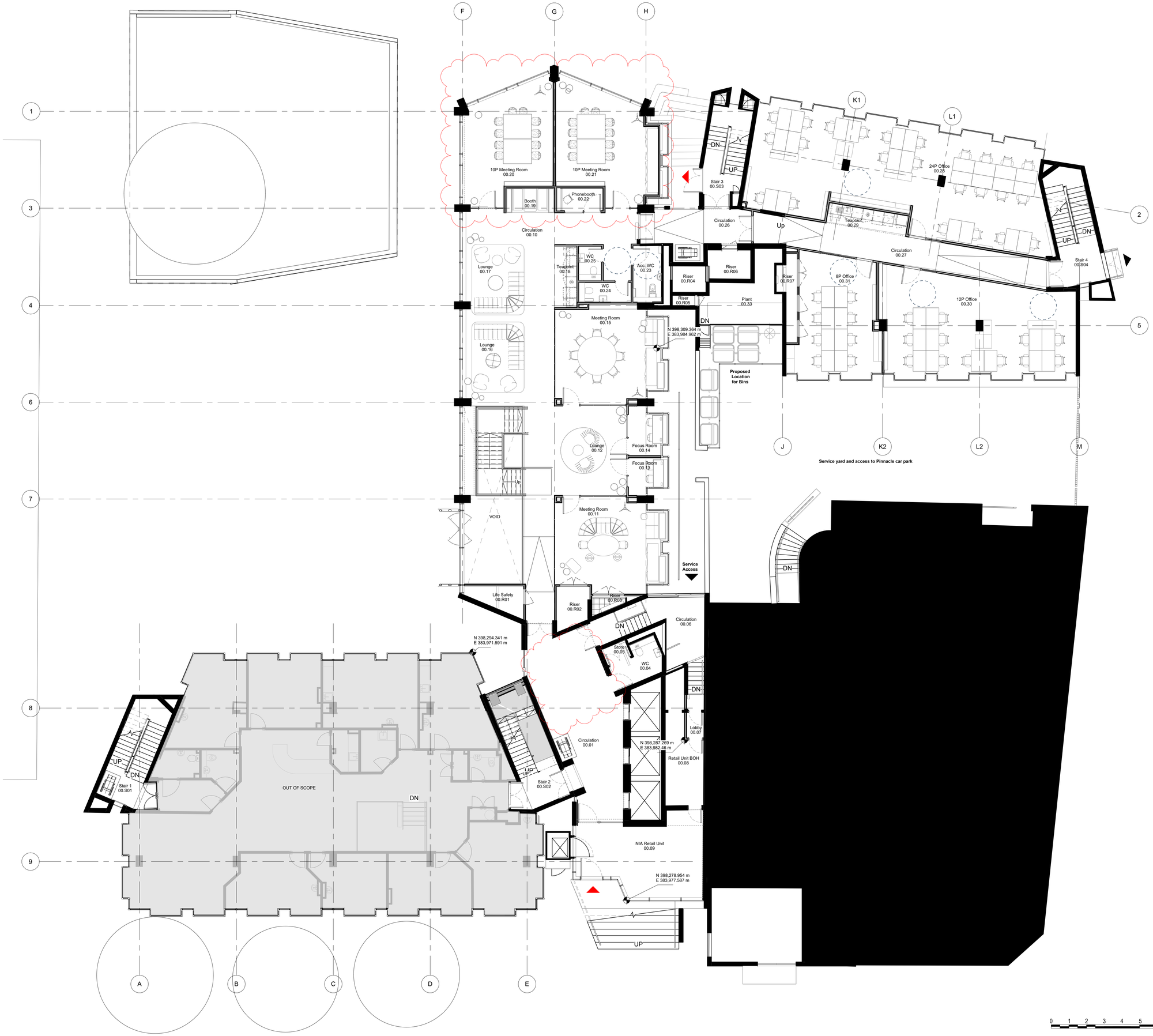
8.5 Action Plan

Table 8-1 provides an Action Plan for the implementation of the major tasks of this Framework Travel Plan and required timescales.

Table 8-1 Framework Travel Plan Action Plan

Action No.	Measure	Timescale
1	Prepare travel information for welcome pack. Distribute prior to occupancy, wherever possible.	Pre-occupation
2	Provide public transport information through populating notice boards in foyers / communal areas / intranet sites	By first occupation (expected 1st September 2025)
3	First baseline travel survey and finalisation of first full Travel Plan	Within 3 months of first occupation
4	Prepare draft of first full Travel Plan including revised targets	Within 6 months of first occupation
5	Provide first full Travel Plan update to occupants	Post finalisation of full Travel Plan
6	Carry out biennial surveys and update modal shift targets	Every 2 years after completion of first full Travel Plan
7	Review of Travel Plan	Every 2 years after completion of first full Travel Plan

Appendix 1
General Arrangement Plans



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KEY

- Pall Mall Medical Centre
- OUT OF SCOPE
- Existing Access Point
- Proposed Access Point
- Existing Walls
- Proposed Walls

DRAWING REFERENCE KEY

Refer to 00 Series - Areas
Refer to 01 Series - Demolition
Refer to 21 Series - External Walls
Refer to 22 Series - Internal Walls
Refer to 24 Series - Stairs and Ramps
Refer to 27 Series - Roofs
Refer to 29 Series - Firestopping
Refer to 31 Series - Windows and Louvres
Refer to 32 Series - Doors, Screens and Ironmongery
Refer to 33 Series - Access Floors
Refer to 35 Series - Ceilings
Refer to 42 Series - Internal Wall Finishes
Refer to 43 Series - Floor Finishes
Refer to 70 Series - Signage and Manifestation
Refer to 74 Series - Sanitaryware
Refer to 79 Series - Joinery
Refer to 80 Series - Loose Furniture
Refer to 66 Series - Lifts
Refer to 90 Series - External Works

NOTES

- Please note that there are areas with limited access. Some areas may differ from the survey information. Structural Slab not surveyed, dimensions to be checked on site prior to construction. Proposals subject to detailed site investigation and opening up works.

- All dimensions to be checked on site and any discrepancies to be highlighted prior to construction.

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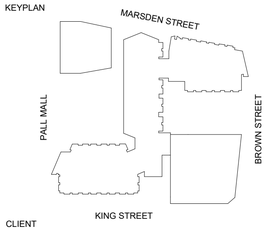
- Special care to be taken when working adjacent to heritage features such as mosaic tiles or brick floors to stair cores, so as not to disturb or damage these features. Ensure adjacent elements are not damaged.

- All Dimensions to new curtain wall elements shown indicatively. Curtain wall set-out to align with/replicate set-out of replacement/existing curtain wall.

REV.	DATE	AMENDMENT
C01	28/06/24	Construction Issue
C02	26/02/2025	Updated in line with client instructed change orders

Last issued under project number 6911 on 03/11/23 revision 'Workstage 4 Issue in line with Dragonfly Programme'

KEYPLAN



CLIENT

Dragonfly

DRAGONFLY

ID:SR
SHEPPARD ROBSON

27th Floor City Tower Piccadilly Plaza Manchester M1 4BT
T: +44 (0)161 233 8900 E: enquiries@sheppardrobson.com

PROJECT
Pall Mall Court

SCALE@A1	DATE	ORIGINATOR	CHECKED	AUTHORISED
1 : 100	**26/02/2025**	**LH**	**ASM**	**TOB**

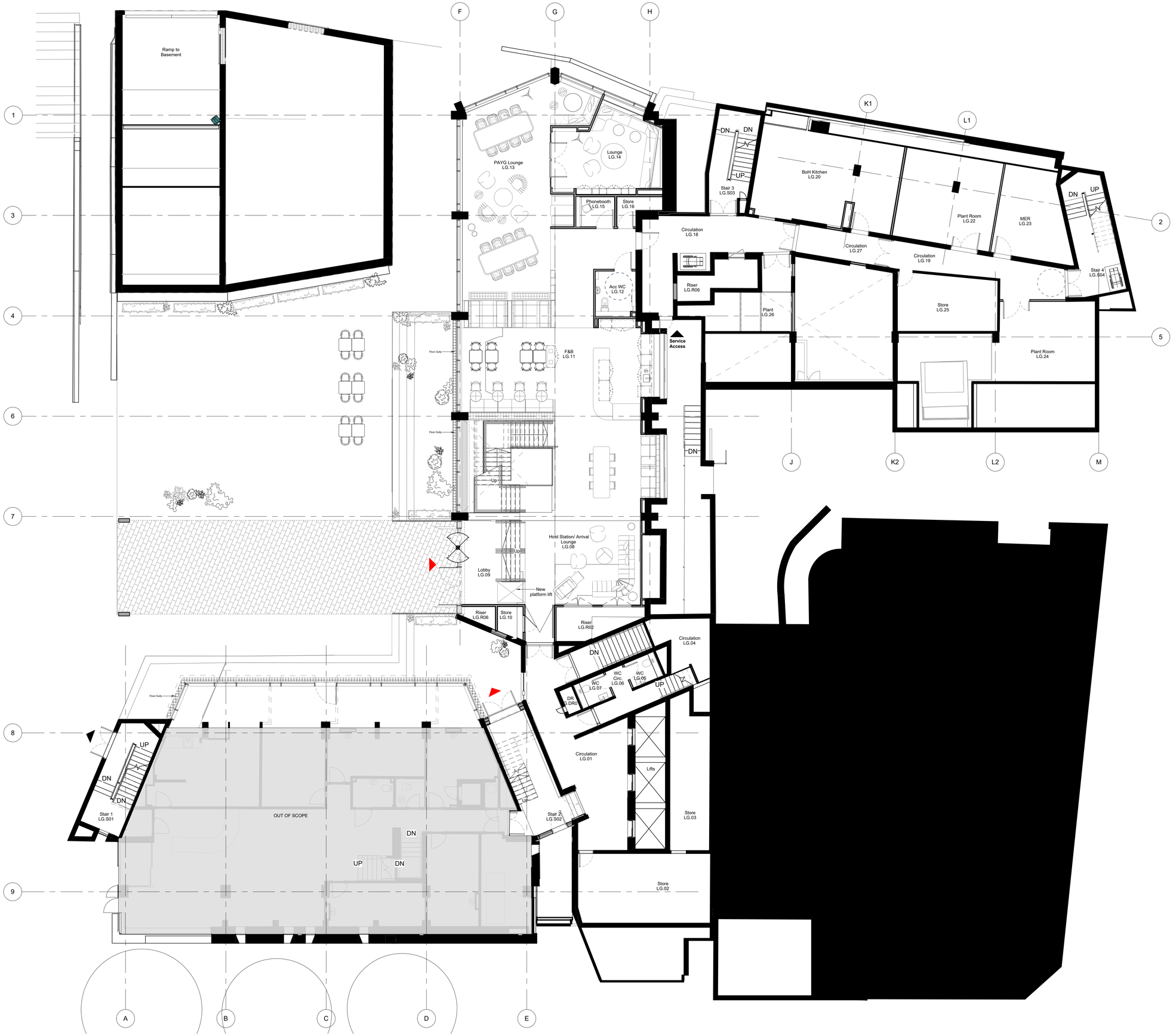
Ground Floor General Arrangement

Stage 5

STATUS	PURPOSE FOR ISSUE	SR NO.
A5	**For Construction**	**7240**

DRAWING NO. — REV.

7240 · SRA · ZZ · 00 · DR · A · 20100 — **C02**



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REV.	DATE	AMENDMENT
C01	28/06/24	Construction Issue

Last issued under project number 6911 on 03/11/23 revision 'Workstage 4 Issue in line with Dragonfly Programme'

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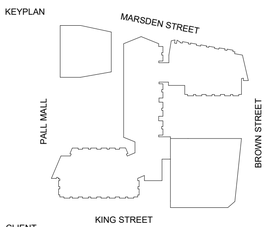

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Dragonfly

bruntwood Works

ID:SR SHEPPARD ROBSON

27th Floor City Tower Piccadilly Plaza Manchester M1 4BT
T: +44 (0)161 233 8900 E: enquiries@sheppardrobson.com

PROJECT
Pall Mall Court

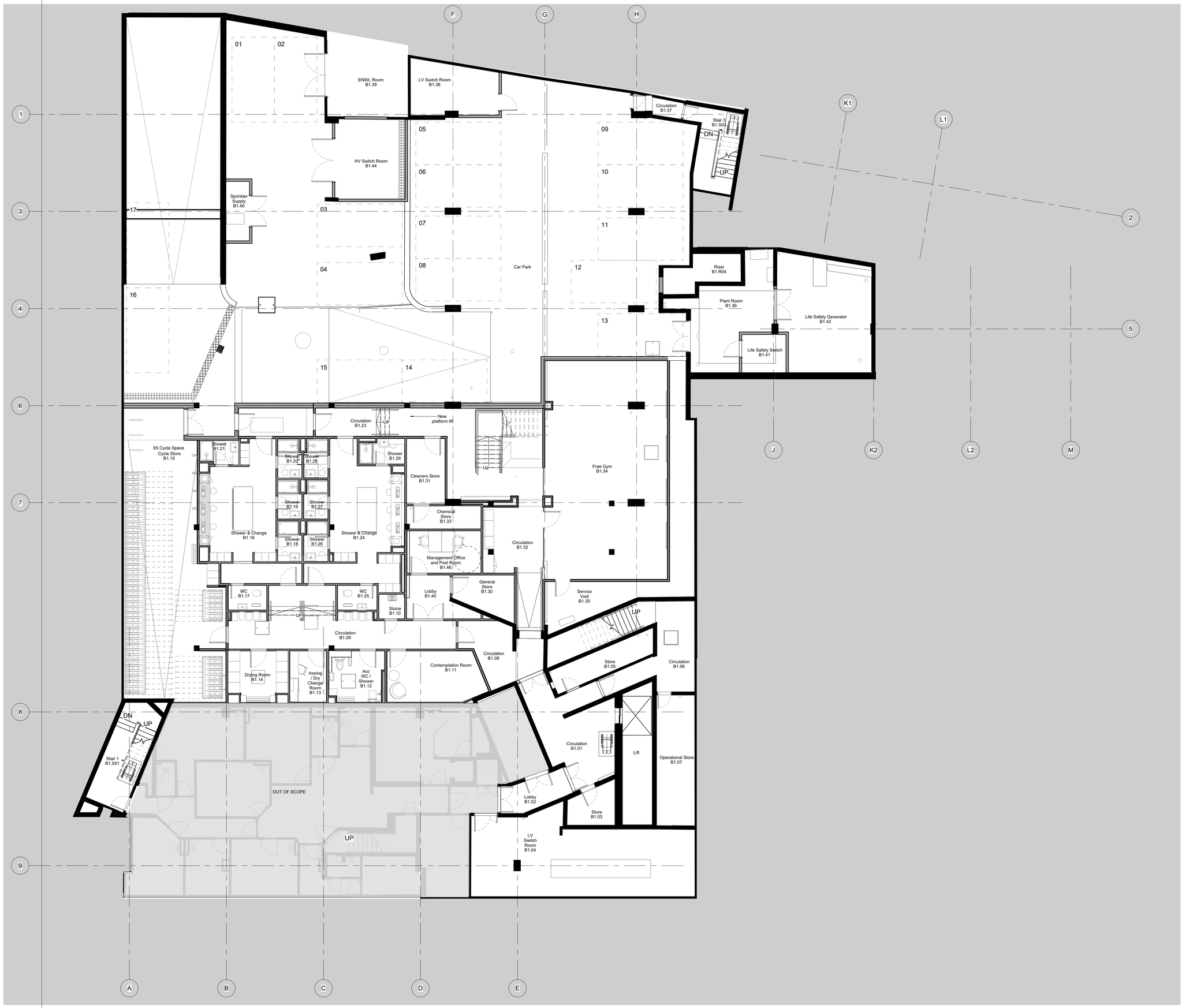
SCALE@A1	DATE	ORIGINATOR	CHECKED	AUTHORISED
1 : 100	28/06/24	LH	ASM	TOB

Lower Ground Floor General Arrangement

Stage 5

STATUS	PURPOSE FOR ISSUE	SR NO.
A5	For Construction	7240

DRAWING NO.	REV.
7240 - SRA - ZZ - LG - DR - A - 20099	C01



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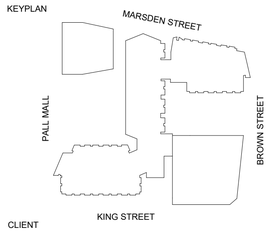
REV.	DATE	AMENDMENT
C01	28/06/24	Construction Issue

Last issued under project number 6911 on 03/11/23 revision 'Workstage 4 Issue in line with Dragonfly Programme'

KEYPLAN



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bruntwood Works

ID:SR
SHEPPARD ROBSON
27th Floor City Tower Piccadilly Plaza Manchester M1 4BT
T: +44 (0)161 233 8900 E: enquiries@sheppardrobson.com

PROJECT
Pall Mall Court

SCALE@A1	DATE	ORIGINATOR	CHECKED	AUTHORISED
1 : 100	**28/06/24**	**LH**	**ASM**	**TOB**

Basement Floor
General Arrangement

Stage 5

STATUS	PURPOSE FOR ISSUE	SR NO.
A5	**For Construction**	**7240**

DRAWING NO. — REV.
7240 · SRA · ZZ · B1 · DR · A · 20098 — **C01**