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CIS Tower, Miller Street

Interim Travel Plan

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Client Name: Devonshire (CIS Tower) Limited

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Site Address: CIS Tower, Miller St, Manchester M60 0AL

Control Sheet

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Table of Contents

1.0 Introduction 4
1.1 Background 4
1.2 Development Proposals 4
1.3 Document Purpose 5
1.4 Influencing Choices 6
1.5 Travel Plan Objectives 6
1.6 BREEAM 7
1.7 Structure of the Report 10
2.0 Site Location and Highway Layout 11
2.1 Site location 11
2.2 Existing Use 11
2.3 Existing Access Arrangements 12
2.4 Surrounding Highway Network 12
2.5 Access for Mobility and Visually Impaired Users (BREEAM) 14
3.0 Accessibility by Sustainable Modes of Transport 15
3.1 Introduction 15
3.2 Pedestrian Accessibility 15
3.3 Access for Mobility and Visually Impaired Users 17
3.4 Cycle Accessibility 17
3.5 Public Transport Accessibility 19
3.6 Summary 3
4.0 Travel Plan Initiatives 4
4.1 Travel Plan Initiatives 4
5.0 Initial Targets 7
5.1 Introduction 7
5.2 Data Collection 7
5.3 SMART Targets 8
6.0 Monitoring, Review, and Action Plan 10
6.1 Introduction 10
6.2 Responsibility and Management 10
6.3 Appointment of a Travel Plan Coordinator 11
6.4 Monitoring and Evaluation 11
6.5 Action Plan 12

Tables

Table 1.1 – BREEAM Credits Targeted 10
Table 3.1 – Accident Data Collision Data Summary 15
Table 4.2 – Number and Type of Existing Accessible Amenities within 500m of the Site. 16
Table 3.3 – A Summary of Bus Services within the vicinity of the Site 21
Table 3.4 – Free Bus Services 1
Table 3.5 – Summary of Rail Services calling at Victoria 1
Table 4.1 – Travel Plan Initiatives 6
Table 6.1 – Example Targets Linked to Objectives 9
Table 6.1 – Action Plan 13

Appendices

Appendix A – Site Layout Plans
Appendix B – Welcome Pack

1.0 Introduction

1.1 Background

1.1.1 Curtins has been appointed on behalf of Devonshire (CIS Tower) Ltd to provide traffic and transportation advice in relation to the proposed refurbishment of CIS Tower, in the area known as NOMA in Manchester City Centre.

1.1.2 The Grade II Listed CIS Tower (Co-operative Insurance Society) is located on Miller Street, built between 1959-62. The building was designed as the headquarters of the Co-operative Insurance Society, comprising of 25 floors and three basement levels together with an atrium and an outdoor plaza. It remained in continuous use as an office building from its construction until 2020, largely occupied by Co-operative Group staff. It has been unoccupied since 2020.

1.1.3 Curtins has worked on a previous iteration of the scheme which secured planning consent for a proposed refurbishment in March 2020 (MCC Planning Reference: 126118/FO/2020 and LBC 126119/LO/2020) which stated the following development proposal:

"Listed Building Consent for wholesale internal and external refurbishment of the building for office accommodation on level 1-25 (to include demolition of existing recreational space on the fifth floor, refurbishment of single glazed façade; replacement of solar panels on the service tower; creation of new entrances on Dantzic Street and on the eastern elevation of the building; and works associated within the construction of a 3-storey extension to the Podium for additional office accommodation (Use Class B1) provision of cycle storage, showers and refuse areas; alongside external plant and plant screen at roof level) and removal of external signage and associated works."

1.1.4 Curtins involvement at that time included the preparation of a detailed Transport Statement and Travel Plan. Curtins therefore has an excellent understanding of the site and the key issues/opportunities.

1.2 Development Proposals

1.2.1 The description of development as stated on the application form for Full Planning Permission is as follows:

Planning permission for internal and external refurbishment of the CIS Tower for office accommodation on floors 1-23 (Use Class E c)); change of use to floor 24 and 25 from Use Class E c) (office) to Use Class E b) (F&B); change of use to basement and ground floor from Class E c) (office) to mixed uses (Use Class E a) (retail)/ Use Class E d) (gym) / Use Class E b) (F&B) / Sui generis (leisure); refurbishment of the external facade including replacement of the existing single glazed façade system and replacement of strip of solar panels on the service tower; removal of existing recreational space on the fifth floor and plant to facilitate the construction of a 3-storey extension to the Podium (Use Class Ec)) external alterations to ground floor façade including an alteration to the ground floor entrance lobby;

creation of new entrances on Dantzic Street and on eastern elevation; hard landscaping and planting; removal of external signage; creation of 2x DDA parking spaces; new rooftop plant and screening at level 8; and other associated works.

1.2.2 The description of development as stated on the application form for Listed Building Consent is as follows:

Listed Building Consent for the wholesale internal and external refurbishment, refurbishment of the external facade including replacement of the existing single glazed façade system and replacement of strip of solar panels on the service tower; removal of existing recreational space on the fifth floor and plant to facilitate the construction of a 3-storey extension to the Podium; external alterations to ground floor façade including an alteration to the ground floor entrance lobby; creation of new entrances on Dantzic Street and eastern elevation; alternations to the existing public realm; new rooftop plant and screening at level 8; hard landscaping and planting; removal of external signage; and associated works.

1.2.3 The most recent schedule of accommodation for the building can be summarised as follows:

- Offices (basement up to 23rd floor) – 30,855m^2 (32,483m^2 when including office amenity/gym)
- Leisure units (Basement and Ground Floor) – 3,410m^2
- Retail Units (ground floor and basement) – 851m^2
- Restaurant units (level 24-25) 1,772m^2

1.2.4 At ground floor mezzanine level management offices, loading area, refuse, generator room, dockmasters office are proposed. The latest layout plans are included in **Appendix A**.

1.3 Document Purpose

1.3.1 This Interim Travel Plan (ITP) is accompanied by a Transport Statement (TS) (**Document Reference: 085999-CUR-XX-XX-T-TP-00002**) which has been prepared to consider the development proposals.

1.3.2 An ITP is the first stage of the Travel Plan process and is often prepared during the planning stage prior to the construction of the development. It includes a list of potential measures that could be implemented to affect modal choice, and a management strategy for producing a full Travel Plan in the future.

1.3.3 Transport for Greater Manchester (TfGM) strongly endorses the need for TPs in order to reduce the impact of transport on the local environment, to improve accessibility and to encourage 'active travel' which improves peoples' health. According to TfGM's document 'Transport for Sustainable Communities: a Guide for Developers', a TP should achieve:

- *"A reduction in car use (particularly for single occupancy trips) and increase travel by sustainable modes, namely active travel and public transport;*
- *A reduction in the impact of the generated traffic, both in the immediate neighbourhood and on the wider highway network;*
- *Safe access for pedestrians and cyclists; and*
- *A coordinated approach to developing and implementing realistic travel options."*

Source: Transport for Sustainable Communities: a Guide for Developers, TfGM, 2013

1.3.4 This document has been written in accordance with the above statement, and the following core guidance documents:

- National Planning Policy Framework, DCLG, 2023; and,
- National Planning Practice Guidance, DCLG, 2023.

1.4 Influencing Choices

1.4.1 A key aim of this Travel Plan is to influence individuals travel choices, and demonstrate how businesses, companies and individuals can reduce carbon emissions through changing travel patterns and behaviours. Curtins will demonstrate how operational carbon savings through corporate initiatives can be implemented at this site.

1.4.2 A study conducted[1] has estimated that the potential impact on carbon emissions of a shift from driving to walking and cycling revealed the following:

"Research shows that walking or cycling can realistically subsiture for 41% of short car trips, saving nearly 5% of C02e emissions from car travel. This is on top 5% of 'avoided' emissions from cars due to existing walking and cycling."

1.5 Travel Plan Objectives

1.5.1 Considering the above, this ITP aims to achieve the following objectives:

- **Objective 1 –** To increase the level of cycling to and from the site;
- **Objective 2 –** To increase the level of walking to and from the site;
- **Objective 3 –** To increase the level of public transport use to and from the site;
- **Objective 4 –** To increase the number of people car sharing to and from the site; and in turn,
- **Objective 5 –** To reduce single occupancy car travel to and from the site.

[1] Neves, Andre & Brand, Christian. (2018). Assessing the potential for carbon emissions savings from replacing short car trips with walking and cycling using a mixed GPS-travel diary approach. Transportation Research Part A Policy and Practice. 10.1016/j.tra.2018.08.022.

1.6 BREEAM

1.6.1 The proposed development is being assessed under Building Research Establishment Environmental Assessment Method (BREEAM) 2018 standards and is supported by a BREEAM compliant Travel Plan (and Transport Statement). These documents have been used to influence the design of the site through RIBA Stage 2, and this site-specific Travel Plan also seeks to demonstrate compliance by obtaining several credits.

1.6.2 The assessment categories pertaining to traffic and transport, the relevant sections where they are provided, together with credits they obtain, are summarised in **Table 1.1** below:

BREEAM Category	Description	Signposts	No. of Credits
Tra 01	**Transport Assessment and Travel Plan:** 1. No later than Concept Design stage, undertake a site-specific transport assessment (or develop a travel statement) and draft travel plan, which can demonstrably be used to influence the site layout and built form. 2. The site-specific travel assessment (or statement) shall cover as a minimum: • If relevant, travel patterns and attitudes of existing building or site users towards cycling, walking and public transport, to identify relevant constraints and opportunities; • Predicted travel patterns and transport impact of future building or site users; • Current local environment for pedestrians and cyclists, accounting for any age-related requirements of occupants and visitors; • Reporting of the number and type of existing accessible amenities within 500m of the site; • Disabled access accounting for varying levels and types of disability, including visual impairment; • Calculation of the existing public transport Accessibility Index (AI); and • Current facilities for cyclists.	This document and Transport Statement N/A (see Section 2.2) Section 5 of this Document and Section 5 of TS Section 2 Section 3 Sections 2 & 3 and Section 2,3 and 4 of TS Section 3 Section 2	**2**

BREEAM Category	Description	Signposts	No. of Credits
	3. Following a transport assessment (in accordance with the requirements set out in criteria 2), develop a site-specific travel plan that provides a long-term management strategy which encourages more sustainable travel. The travel plan includes measures to increase or improve more sustainable modes of transport and movement of people and goods during the building's operation. 4. If the occupier is known, involve them in the development of the travel plan. 5. Demonstrate that the travel plan will be implemented and supported by the building's management in operation.	This document Yes Section 6	
Tra 02	**<u>Sustainable Transport Measures:</u>** 1. Prerequisite: Achieve criteria 3–5 in the Tra 01 Transport Assessment and Travel Plan credit. 2. Identify the sustainable transport measures as per Table 7.4 in BREEAM guidance. • The existing AI calculated in Tra 01 ≥ 8;	This document Section 3	Points: 1
	• Demonstrate an increase over the existing Accessibility Index through negotiation with local bus, train or tram companies to increase the frequency of the local service provision for the development; OR • Demonstrate an increase over the existing Accessibility Index. This could be through provision of a diverted bus route, a new or enhanced bus stop, or other similar solutions; OR • Provide a dedicated service, such as a bus route or service.	Not achieved, not required considering existing site's excellent accessibility	0
	• Provide a public transport information system in a publicly accessible area, to allow building users access to up-to-date information on the available public transport and transport infrastructure. This may include signposting to public transport, cycling, walking infrastructure or local amenities;	Not achieved, not required considering existing site's excellent accessibility and proximity to local public transport hubs	0
	• Provide electric recharging stations of a minimum of 3kW for at least 10% of the total car parking capacity for the development; • Set up a car sharing group or facility to facilitate and encourage building users to car share; AND	No car parking proposed	0

BREEAM Category	Description	Signposts	No. of Credits
	• Raise awareness of the sharing scheme with marketing and communication materials; AND • Provide priority spaces for car sharers for at least 5% of the total car parking capacity for the development; AND • Locate priority parking spaces nearest the development entrance used by the sharing scheme participants.	No car parking proposed. However, Section 4 promotes car sharing	0
	• During preparation of the brief, the design team consults with the local authority (LA) on the state of the local cycling network and public accessible pedestrian routes, to focus on whichever the LA deems most relevant to the project, and how to improve it; AND • Agree and implement one proposition chosen with the local authority. The proposition supported by the development is additional to existing local plans and has a significant impact on the local cycling network or on pedestrian routes open to the public.	Design Team to consult with LHA during the project to identify accessible pedestrian/cycle routes surrounding	TBC
	• Install compliant cycle storage spaces to meet the minimum levels set out in Table 7.5 (1 space per 10 staff and 1 space per 10 visitors, a minimum of one compliant space is required);	Covered Cycle Storage for 352 spaces	1
	Existing amenities: • At least three existing accessible amenities are present;	N/A (building is vacant)	0
	Enhanced amenities: • Ensure a minimum of one new accessible amenity, in accordance with Table 7.6 on page 191, for the relevant Building Group, is provided; OR • Ensure a more than one new accessible amenity, in accordance with Table 7.6 on page 191, for the relevant Building Group, is provided.	Provision of retail and leisure facilities at ground floor level	1
	• Implement one site-specific improvement measure, not covered by the options already listed in this issue, in line with the recommendations of the Travel Plan. Submit this for review by BRE.	Section 4	1

BREEAM Category	Description	Signposts	No. of Credits
	3. Award credits according to the existing Accessible Index (AI) of the project, and the total number of points achieved for the options implemented, see Table 7.3 of BREEAM guidance.	GMAL: 66.17 Points achieved under criteria 3: 8	**8**
Total Transport Credits Obtained			**10**

Table 1.1 – BREEAM Credits Targeted

1.6.3 Other relevant considerations in a BREEAM-compliant report include the following, with the compliance of the proposed development to these considerations outlined next to the criteria:

- **Lighting, landscaping and shelter to create pleasant pedestrian and public transport waiting areas** – Pleasant pedestrian environments will be delivered within the site as part of proposed development, public transport waiting areas will not be delivered within the site due to existing infrastructure that is already available across surrounding area;
- **Restrictions or charging for car parking** – The proposed development will be car free.
- **Pedestrian and cyclist friendly (for all types of user regardless of the level of mobility or visual impairment) with the provision of cycle lanes, safe crossing points, direct routes, appropriate tactile surfaces, good lighting and signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes** – Direct routes, appropriate surfaces, lighting and signposting will be delivered within the site as part of proposed development.
- **Provision of suitable taxi drop-off or waiting areas** – Drop-off areas are available in the vicinity of the site (given the site location in Manchester city centre).
- **Ensure rural buildings have appropriate access to transport to serve the local community adequately (where procured to do so, e.g. community centre)** – Not applicable as development is located within Manchester city centre.

1.7 Structure of the Report

1.7.1 Following this introductory section, **Section 2** describes the existing situation and surrounding area, including the local highway layout; and **Section 3** assesses the accessibility of the site by various means of sustainable modes of travel including public transport, walking and cycling.

1.7.2 **Section 4** outlines various initiatives that will be considered to encourage maximum uptake in sustainable modes of travel, whereas **Section 5** outlines the Travel Plan Target strategy.

1.7.3 **Section 6** provides details on the monitoring and review process, and an Action Plan that summarises the key actions to be completed as part of the travel planning process.

2.0 Site Location and Highway Layout

2.1 Site location

2.1.1 The Co-Operative Insurance Society (CIS) Chief Office (currently known simply as CIS Tower) was built between 1959-62. CIS Tower was the largest office block to be built since the war, reaching 25 floors in height. This building has since become one of most recognisable landmarks to the north of Manchester City Centre.

2.1.2 Located opposite the new Co-op Headquarters in the north of Manchester City Centre, the site is bound by a private surface car park to the west, Hanover Street to the south, Dantzic Street to the east, and Miller Street / Ring Road to the north.

2.1.3 **Figure 2.1** shows the location of the site in relation to the surrounding highway network:

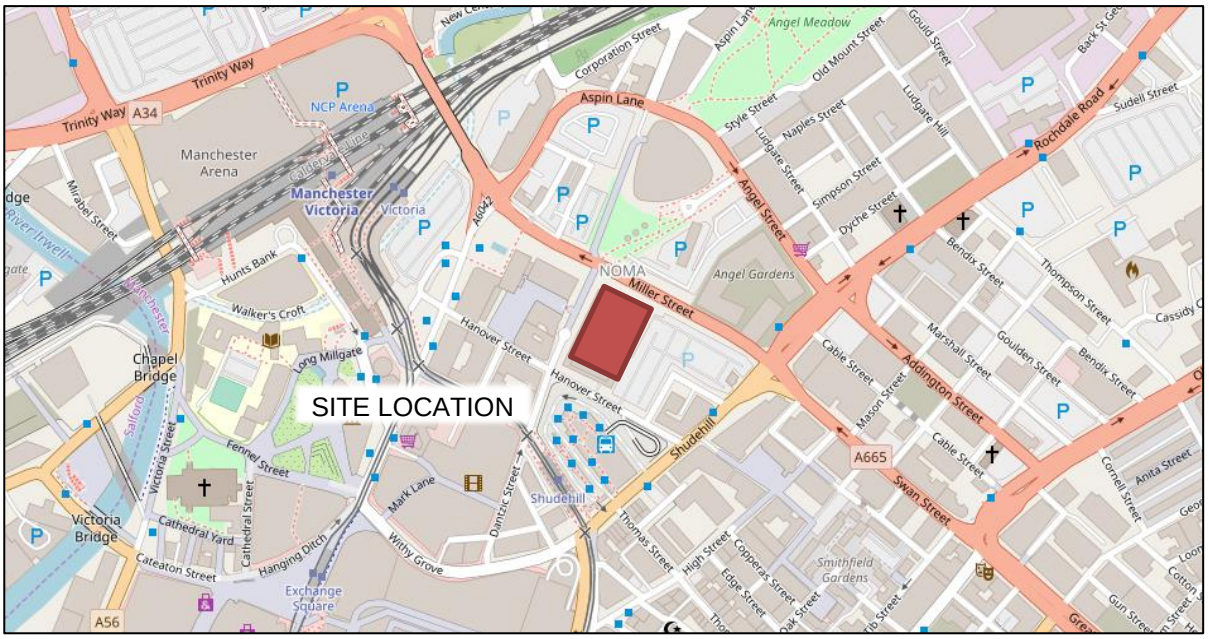


Figure 2.1 – Location Plan in Relation to the Local Highway Network.

2.2 Existing Use

2.2.1 CIS Tower is currently vacant and comprises a ground floor and 25 storeys over a Gross Internal Area (GIA) of c.36,100m2. The main use of the building is office use (Use Class Ec)). Ancillary to the main uses there are three levels of basement including canteen / kitchen, gym, archive and plant.

2.3 Existing Access Arrangements

Vehicular Access

2.3.1 There are two vehicular access points to the existing CIS Tower. Access to the existing car park at the upper ground floor is provided off Hanover Street. A second access for deliveries is provided at lower ground floor off Dantzic Street. Both accesses are provided with roller shutter gates.

Pedestrian Access

2.3.2 The main pedestrian access to the building is provided via revolving doors located along Miller Street. There is a secondary access provided off Dantzic Street, although this access is mainly used for servicing purposes.

2.4 Surrounding Highway Network

Hanover Street

2.4.1 Forming the southern boundary of the site, Hanover Street commences at the entrance to the Manchester Victoria Station Car Park and continues for a length of circa 300m towards the south-east where it terminates at a signalised junction with Shudehill.

2.4.2 The road comprises a single carriageway with a maximum width of 7m. In the immediate vicinity of the site between the four-arm junction with Corporation Street and the four-arm junction with Dantzic Street, Hanover Street narrows to approximately 4m, although there is a loading bay adjacent to Sadler's Yard. The remainder of Hanover Street also serves as an access into several car parks to the east of the site including the Manchester Printworks Multi-Storey Car Park (MSCP) and other surface car parks.

2.4.3 There are wide footways of circa 3m on both sides of the road, complete with dropped kerbs and tactile paving, along with a signalised crossing at the junction with Shudehill. Hanover Street is also well-lit with street lighting present at regular intervals. There is also cycle provision in the form of cycle markings on the road at regular intervals, and an advanced cycle stop lane at the signalised junction with Shudehill.

2.4.4 The road is subject to a speed limit of 20mph and has TROs in the form of double yellow lines along most of the road. Hanover Street is within Zone 2 of Manchester City Centre's Controlled Parking Zone (CPZ) and has 10 on-street parking bays towards the east of the site. The parking charges and times apply to these bays from Mondays to Sundays between 08:00 and 20:00, with no charge for parking on a Bank Holiday. The maximum stay time in this zone is 2 hours, however parking between 20:00 and 08:00 the next day is free (subject to parking restrictions).

A665 Miller Street / Ring Road

2.4.5 The A665 Miller Street runs along the north of the proposed refurbishment at the CIS Tower. The Ring Road comprises a two-lane carriageway, and forms part of the arterial route circling the city centre. The A665 Ring Road commences at a signalised junction with the A665 Cheetham Hill Road near the Green Quarter (north-west of the site) and continues for a length of circa 2.3km towards the south-east of Manchester city centre, terminating at the Pin Mill Brow (a fork in the road where it diverges into the A635 Ring Road or A665 Chancellor Lane) in Ardwick.

2.4.6 Miller Street comprises approximately 300m of this whole length and is one-way in a westerly direction. The highway extends for approximately 300m between a signalised junction with Rochdale Road, Shudehill and Swan Street in the east, to a signalised junction with Cheetham Hill Road and Corporation Street in the west. Both signalised junctions have pedestrian crossing facilities, complete with dropped kerbs and tactile paving.

2.4.7 The carriageway along Miller Street itself is typically 8m wide and has up to three lanes. There are well-maintained footways on both sides of the carriageway which are approximately 3m in width. The road is well-lit with street lighting.

2.4.8 There is also a Toucan crossing facility located adjacent to Dantzic Street, which is complete with dropped kerbs and tactile paving. Most of the junctions along the A665 also have signalised crossing points, pedestrian refuge islands and advanced cycle stop lanes to facilitate pedestrian and cycle movement in a safe manner.

2.4.9 In the vicinity of the site, the A665 is subject to TROs in the form of single and double yellow parking restrictions throughout its entire length. There are also “Slow” markings on the road to enforce the speed limit of 30mph.

Dantzic Street

2.4.10 Towards the west of the site, Dantzic Street commences at a junction with Shudehill south-east of the site and extends for a length of circa 300m towards the north until it terminates perpendicular to the A665 Miller Street / Ring Road Toucan crossing. From its southern terminus, the road is one-way in a north-bound direction for approximately 200m until the priority junction with Hanover Street. At its northern terminus, Dantzic Street is a cul-de-sac where cars are unable to egress onto the Ring Road.

2.4.11 The average width of Dantzic Street is 6m, however the road widens to approximately 10m towards its northern terminus to accommodate loading bays and vehicular turning. There are wide footways with an average width of 5m along both sides of the road, which doubles as a shared cycle/pedestrian footway in the vicinity of the Toucan crossing along Miller Street.

2.4.12 The footways are complete with dropped kerbs and tactile paving, and the road is also well lit with street lighting at regular intervals. There is also a signal-controlled crossing point and a yellow box junction along Dantzic Street where it intersects with the Metrolink tram lines between Shudehill and Manchester Victoria.

2.4.13 The road is subject to a speed limit of 20mph and is also within Zone 2 of Manchester City Centre's CPZ, with 11 pay-and-display parking bays (5 of which are disabled parking bays) along its length. Dantzic Street comprises several loading bays in the vicinity of the Manchester Printworks building, whereas the remainder of the road comprises TROs in the form of double yellow lines.

2.5 Access for Mobility and Visually Impaired Users (BREEAM)

2.5.1 The site benefits from its city centre location and recent improvements to the adjacent NOMA public realm development. There are a number of existing features which ensure safe, convenient and aided access for those site users who have young children, and those who are disabled and / or visually impaired.

2.5.2 Dropped kerbs and tactile paving are present at every crossing place in the vicinity of the site, including at signalised pedestrian crossing points.

2.5.3 Accessible and convenient access to the building for mobility impaired users is provided via a ramp off Dantzic Street.

3.0 Accessibility by Sustainable Modes of Transport

3.1 Introduction

3.1.1 A key element of national, regional, and local policy is to ensure that new developments are located in areas where alternative modes of travel are available. It is important to ensure that developments are not isolated but are located close to complementary land uses. This supports the aims of integrating planning and transport, providing more sustainable transport choices, and reducing overall travel and car use.

3.1.2 The accessibility of the proposed change of use is considered in this context for the following modes of travel:

- Pedestrian Accessibility;
- Accessibility by Cycle; and
- Accessibility by Public Transport

3.2 Pedestrian Accessibility

3.2.1 Research has indicated that acceptable walking distances depend on a number of factors, including the quality of the development, the type of amenity offered, the surrounding area, and other local facilities. The Chartered Institution for Highways and Transportation (CIHT) document entitled 'Providing for Journeys on Foot' suggests walking distances which are relevant to this residential planning application. These are reproduced in **Table 3.1**.

CIHT Walking Distance Category	Town Centres (m)	Commuting/School/ Sightseeing (m)	Elsewhere/Local Services (m)
Desirable	200	500	400
Acceptable	400	1,000	800
Preferred Maximum	800	2,000	1,200

Table 3.1 – Accident Data Collision Data Summary

3.2.2 To assist in summarising the accessibility of the site by foot, an indicative pedestrian catchment plan has been produced. **Plan 085999-CUR-00-XX-DR-TP-06003** shows distances of 500m, 1,000m and 2,000m which are termed 'Desirable', 'Acceptable' and the 'Preferred Maximum' by the CIHT for commuting trips; which are considered a good approximation for trips associated with the development.

3.2.3 Guidance from the Building Research Establishment Environmental Assessment Method (BREEAM) UK New Construction V6.1 standards states that Transport Assessments and Travel Plans should include reporting on the number and type of amenities within 500m of the site (based on current Tra 02 criteria) to obtain credits. The number and type of existing accessible amenities within 500m of the site can be summarised in **Table 3.2** below:

No.	Amenity	BREEAM Criteria / Type	Proximity to Site (m)
1	Dantzic Street	Appropriate Food Outlet	60m
2	Zeno Health Club	Leisure Facility	95m
3	Hanover Street	Appropriate Food Outlet	170m
4	Victoria Station Approach	Appropriate Food Outlet	330m
5	Altogether Otherwise	Community Facility	200m
6	ATM (Best One Shudehill M4 4AN)	Access to cash	250m
7	Post Office Shudehill	Publicly Available Postal Facility	300m
8	St Michael's Flags & Angel Meadow Park	Access to an outdoor open space	345m
9	Chetham's School of Music	Child Care facility or school	450m
10	Arndale Market	Appropriate Food Outlet/Leisure Facility	400m

Table 3.2 – Number and Type of Existing Accessible Amenities within 500m of the Site.

3.2.4 Given the site is located within Manchester City Centre, it is therefore benefitted by existing pedestrian facilities that are generally of a high standard. Pedestrians will be able to access the variety of amenities in the immediate vicinity of the site. It is therefore considered from a pedestrian accessibility perspective, that the development location is highly suitable.

3.2.5 The Manchester Victoria rail / tram station and Shudehill tram / bus station are within the desirable 500m walking catchment of the site at 450m west and 200m south respectively. These locations allow for easy access for future employees of the site which commute to work from Greater Manchester and beyond.

3.2.6 Within this catchment area, there are a number of residential properties such as those within the Green Quarter (approximately 500m north-west of the site) and apartments fronting Rochdale Road at approximately 500m north-east of the site. There are also committed developments in the immediate vicinity of the site, such as Angel Gardens to the north-east of the site which is currently under construction.

3.2.7 Most notably, within 500m south of the site is the Printworks, the Northern Quarter and Arndale Centre. The Northern Quarter comprises many artisan cafes, bars and restaurants along with a vibrant nightlife, the Printworks contains leisure outlets, restaurants/bars, the Vue cinema and a Co-Op establishment, whereas the Arndale centre is one of the largest city-centre shopping malls in Europe and houses over 200 shops as well as several food and drink establishments.

3.2.8 Within the wider 1,000m – 2,000m catchments, there are a great number of residential properties in all directions. Additional leisure, food, retail, employment, high street banks, health clubs, and convenience stores are accessible along Market Street, St Ann's Square, and Piccadilly Gardens. The vast majority of Manchester city centre is within a 2,000m walk of the site.

3.2.9 In addition to the above, the development includes ancillary retail and food / drink uses at ground floor level, which are within immediate reach of end users.

3.2.10 The surrounding roads have footways available for pedestrian use, and the carriageways are well lit by street lighting. In the immediate vicinity of the site, there are several signalised crossing points, pedestrian refuge islands, dropped kerbs and tactile paving to aid pedestrians. There is already a high pedestrian footfall in the area, and so high-quality pedestrian facilities exist. The site is considered highly accessible by foot.

3.3 Access for Mobility and Visually Impaired Users

3.3.1 The site benefits from its city centre location and recent improvements to the adjacent NOMA public realm development. There are a number of existing features which ensure safe, convenient and aided access for those site users who have young children, and those who are disabled and / or visually impaired.

3.3.2 Dropped kerbs and tactile paving are present at every crossing place in the vicinity of the site, including at signalised pedestrian crossing points.

3.3.3 Accessible and convenient access to the building for mobility impaired users is provided via a ramp off Dantzic Street.

3.4 Cycle Accessibility

3.4.1 In order to assist in assessing the accessibility of the site by cycle, **Plan 085999-CUR-00-XX-DR-TP-06004** presents an 8km cycle catchment for the site. The 8km cycling distance refers to a recommendation by Cycling England in the document 'Integrating Cycling into Development Proposals' (2009).

3.4.2 The 8km catchment encompasses all of Manchester City Centre including all major transport links, shopping centres, bars, restaurants, leisure centres, tourist attractions and places of worship. The catchment also extends as far as Heaton Park to the north, Fairfield to the east, Fallowfield to the south, and Old Trafford to the west.

3.4.3 Existing cycle infrastructure on Corporation Street and Dantzic Street allows cycle access into Manchester City Centre, with direct access to Manchester Victoria Station and the Printworks. All major train and bus stations within Manchester city centre are within 8km of the site and are accessible following Sustrans cycle routes.

3.4.4 The local cycle network within the vicinity of the site is reproduced in **Figure 3.1** below:

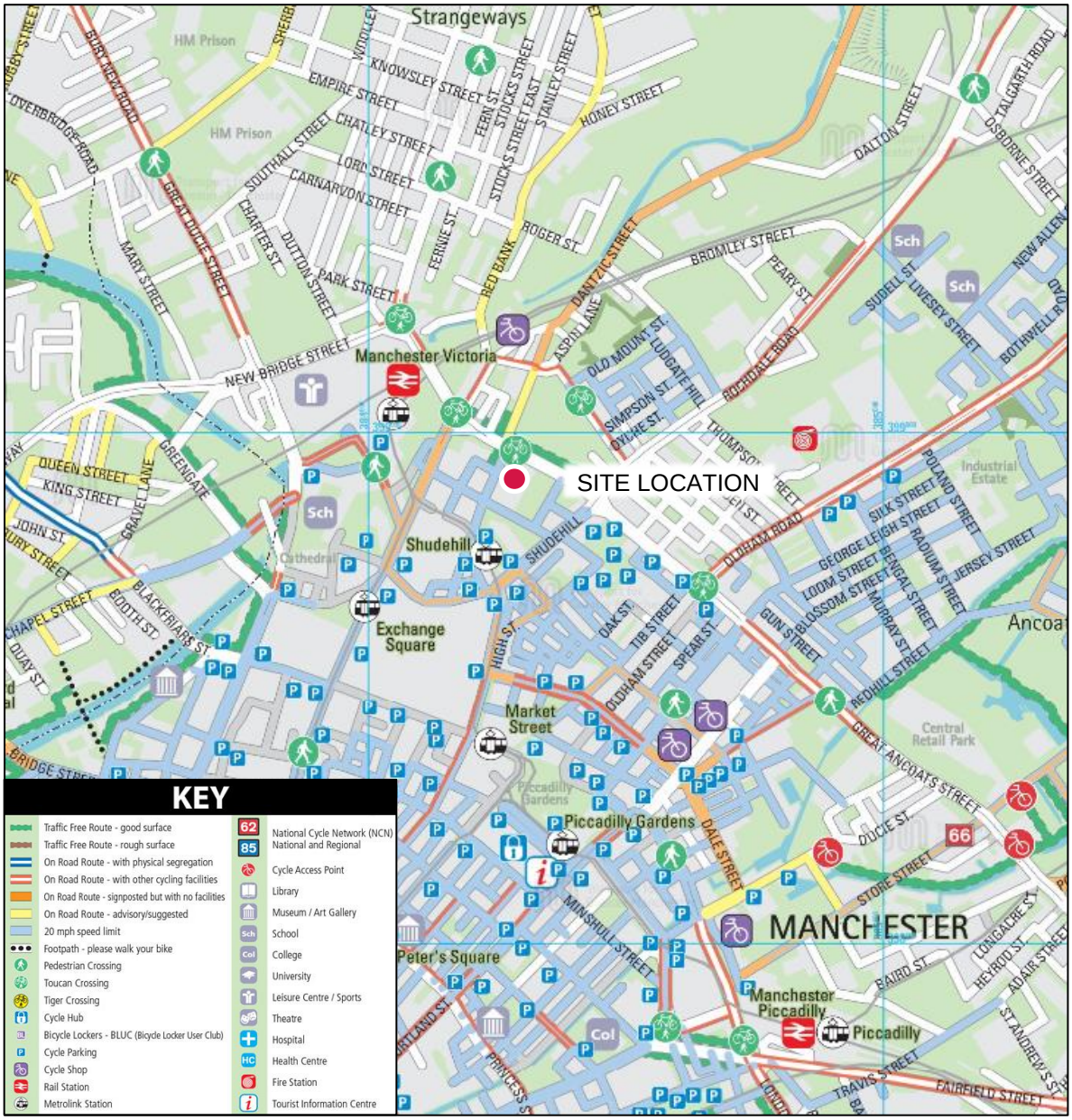


Figure 3.1 – Local Cycle Network

3.4.5 The local cycle network shown above is also a part of Greater Manchester's cycling and walking infrastructure proposal, named "Bee Network". The 'Bee Network' are signed routes that mark the most direct and pleasant way to navigate an area on foot or by bike. The site is in close proximity to the confirmed 'Bee Network' in Manchester City Centre, allowing future site users to benefit from the public realm improvements for better safety and quality of commute.

3.4.6 There are two national cycle routes within proximity of the site. National Cycle Route 6 to the south can be accessed from the development area by series of on-road cycle routes along Dantzic Street then Fountain Street and onto the A6143. Route 6 passes through Watford, Luton, Milton Keynes, Northampton, Market Harborough, Leicester, Derby, Nottingham, Worksop, Sheffield, Manchester, Blackburn, Preston, Lancaster, Kendal and Windermere, and will connect London and Threlkeld in Cumbria when complete.

3.4.7 National Cycle Route 66 to the east can be accessed by on road local cycle routes running through the Northern Quarter. It runs from central Manchester to Spurn Head via Bradford, Leeds, York, Beverley and Kingston upon Hull.

3.5 Public Transport Accessibility

3.5.1 The site is well situated to take advantage of existing public transport infrastructure within Manchester city centre. **Plan 085999-CUR-00-XX-DR-TP-06005** demonstrates the areas accessible via public transport within 20, 40 and 60 minutes of the site. Accessibility by bus, rail and Metrolink are considered further below.

3.5.2 Developed by Transport for Greater Manchester (TfGM), Greater Manchester Accessibility Levels (GMAL) are a measure of the accessibility of a point to both the conventional public transport network (i.e. bus, Metrolink and rail) and Greater Manchester's Local Link (flexible transport service), considering walk access time, service availability, and average waiting time. The method is essentially a way of measuring the density of the public transport provision at any location within the Greater Manchester region.

3.5.3 The accessibility index score is categorised into eight levels (1 to 8), where level 8 represents a high level of accessibility and level 1 a low level of accessibility. The site is located in an area with a GMAL rating of 8 – the highest accessibility level – and is considered very well situated to take advantage of existing public transport infrastructure within central Manchester.

Bus Accessibility

3.5.4 Guidance from the Chartered Institution of Highways and Transportation (CIHT) document 'Guidelines for Planning for Public Transport in Development' indicates that ideally, a bus stop should be located within 400m from a new development.

3.5.5 There are a number of bus stops comfortably within 400m walk of the site, with the closest being located along the Shudehill Interchange (c.200m south of the site), Corporation Street (c.300m west of the site), and the Victoria Station Approach (c.500m to the west of the site). A summary of the buses that serve all of these stops are provided in **Tables 3.3.**

Bus Service	Route	Peak Hourly Frequency		
		Mon – Fri	Sat	Sun / Hols
Bus Services from Corporation Street				
135	Manchester City Centre - Cheetham Hill - Whitefield - Bury	10 mins	10 mins	10 mins
41	Sale - Sale Moor - Cheetham Hill - Bowker Vale - Middleton	20 mins	20 mins	30 mins
Bus Services from Shudehill Interchange				
2 (free bus)	Manchester City Centre - Shudehill circular	10 mins	10 mins	10 mins
8	Shudehill - Salford - Pendlebury - Farnworth - Bolton	15 mins	15 mins	20 mins
10	Shudehill - Salford - Seedley - Eccles - Brookhouse Estate	10 mins	15 mins	20 mins
59	Manchester City Centre - Chadderton - Oldham - Oldham Mumps	10 mins	10 mins	30 mins
67	Shudehill - Salford - Eccles - Irlam - Glaze Estate	15 mins	15 mins	30 mins
67a	Shudehill - Salford - Eccles - Irlam - Glaze Estate	15 mins	No service	30 mins
93	Shudehill - Salford - Charlestown - Carr Clough	20 mins	20 mins	30 mins
97	Shudehill - Salford - Lower Broughton - Hollins - Bury	20 mins	20 mins	20 mins
98	Shudehill - Salford - Seddons Farm Estate - Elton - Bury	20 mins	20 mins	30 mins
99	Shudehill - Salford - Prestwich - Prestwich Hospital	30 mins	30 mins	No service
100	Shudehill - Salford - The Trafford Centre - Warrington	15 mins	15 mins	10 mins
17	Shudehill - Middleton - Trub - Rochdale - Bamford - Norden	10 mins	10 mins	15 mins

Bus Service	Route	Peak Hourly Frequency		
		Mon – Fri	Sat	Sun / Hols
Bus Services from Corporation Street				
17a	Shudehill - Blackley - Middleton - Stakehill - Rochdale	04:55 daily	No service	No service
18	Langley - Middleton - Blackley - Manchester Royal Infirmary	30 mins	30 mins	30 mins
33	Shudehill - Manchester City Centre - Eccles - Worsley	30 mins	30 mins	60 mins
56	Shudehill - Higher Blackley - Higher Crumpsall circular	20 mins	60 mins	No service
156	Shudehill - Higher Crumpsall - Higher Blackley - Middleton	30 mins	30 mins	60 mins

Table 3.3 – A Summary of Bus Services within the vicinity of the Site

3.5.6 The above services primarily link the site to Greater Manchester. Shudehill Interchange also has bus and coach services that run to all areas of Manchester and further afield. For example, services from Shudehill provide access to:

- Accrington;
- Birmingham;
- Burnley;
- Coventry;
- Glasgow;
- Liverpool;
- Preston;
- Prestwich; and
- Skipton.

3.5.7 Furthermore, the site is situated within a 200m walking distance to Shudehill Interchange, which is one of the calling points of the number 2 Manchester free bus route. The free bus is a service providing direct access to the Deansgate and Oxford Road railway stations along with key city centre locations. The free bus frequencies are detailed in **Table 3.4**:

Free Bus Service		Peak Frequency		
		Weekday	Saturdays	Sun/Hols
1	Piccadilly – Piccadilly Gardens – Chinatown – Market Street – Deansgate – Opera House – Albert Square – New York Street – Central Coach Station circular	07:00 – 22:00 Every 10 mins (Every 15 mins after 18:30)	08:30 – 22:00 Every 10 mins (Every 15 mins after 18:30)	09:30 – 18:00 Every 12 mins
2	Piccadilly – Oxford Road – Deansgate – Manchester Victoria – Shudehill – Northern Quarter circular	06:30 – 22:00 Every 10 mins (Every 15 mins after 18:30)		
2 (peak only)	Piccadilly – Oxford Road – Deansgate – Salford Central – Manchester Victoria – Shudehill – Northern Quarter circular	06:30 – 09:10 and 16:00 – 18:30	-	-

Table 3.4 – Free Bus Services

3.5.8 Overall, the site is well served by bus. The site also benefits from the free bus service.

Rail Accessibility

3.5.9 The closest Rail Station to the development is Manchester Victoria, located approximately 500m west of the proposed refurbishment at the CIS Tower. **Table 3.5** shows the frequencies of regular trains that run from Manchester Victoria Train Station:

Destination	Service Frequency per Hour		
	Peak Weekday	Peak Saturday	Peak Sunday
Newcastle	1	1	1
Leeds	2	2	1-2
Liverpool Lime Street	2	2	1-2
Huddersfield	3/4	3/4	2-3
Blackburn	2	2	1
Bradford	1-2	1-2	1
Blackpool	-	-	1
Halifax	1-2	1-2	1
Rochdale	3-4	3-4	2-3
Southport	1	1	1
Wigan	2	2	1-2
York	1-2	1-2	1

Table 3.5 – Summary of Rail Services calling at Victoria

3.5.10 The trains that service Victoria Rail Station run regularly 7 days a week from a number of different locations within the Northwest; this provides frequent access for users of the site. More locally the above services provide access to residential areas such as Ashton-under-Lyne, Salford, Eccles and Rochdale.

3.5.11 Journey times have also been reduced and improved following the Ordsall Chord bridge which was completed in 2017 and links Manchester's three main railway stations (Victoria, Oxford Road and Piccadilly) to allow more trains to run across the whole of the north.

3.5.12 It is considered the site is highly accessible via rail.

Metrolink (Light Rail) Accessibility

3.5.13 **Figure 3.2** below shows the Greater Manchester Metrolink network:

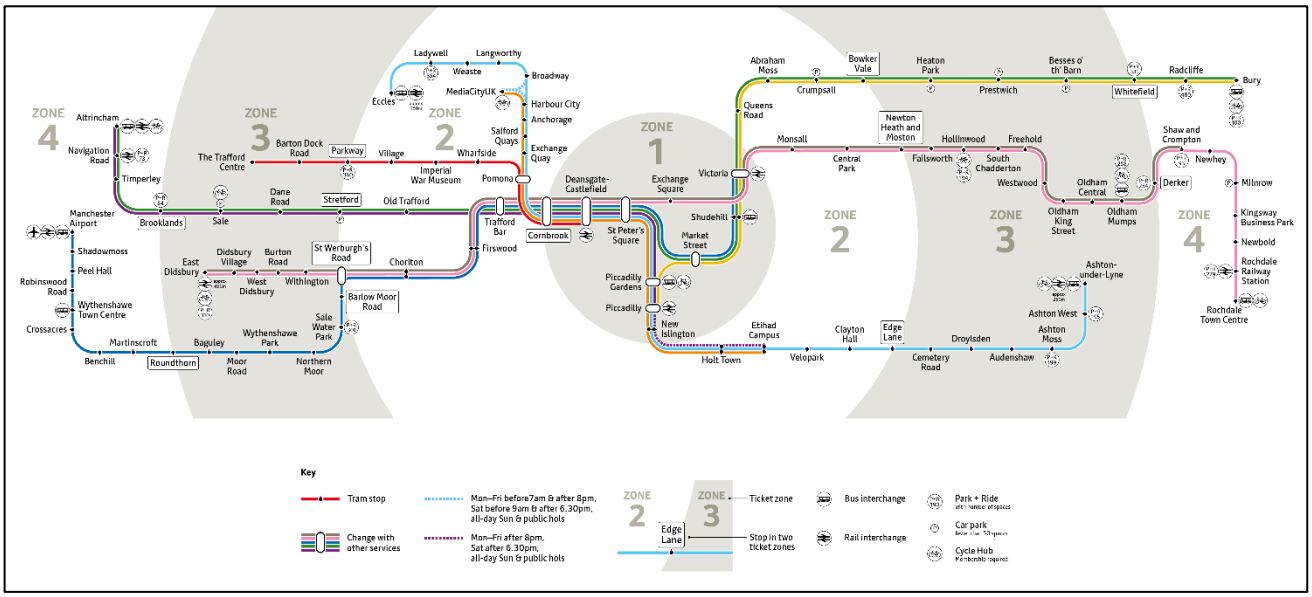


Figure 3.2 – Greater Manchester Metrolink Network
(Source: TfGM, 2024)

3.5.14 The nearest Metrolink stops are Shudehill and Victoria, located approximately a 200m and 500m walk from the site respectively.

3.5.15 All lines run at a frequency of every 12 minutes between 06:00 – 00:00 on Mondays to Saturdays, every 24 minutes between 00:00 – 01:00 on Fridays and Saturdays, and every 15 minutes between 07:00 – 00:00 on Sundays. Some lines only operate during peak hours to meet increased demand.

3.5.16 The start and end times for the specific stops that staff and visitors wish to call at will change over time in response to current circumstances. The Metrolink frequencies are accurate at the time of writing, whereas up-to-date times can be found on the Metrolink website at: https://tfgm.com/public-transport/tram/tram-times.

3.5.17 Users can change at Piccadilly Gardens, St Peter's Square or Cornbrook stations to access additional services to Ashton-under-Lyne, Eccles, and Media City UK. It is considered the site is highly accessible by Metrolink (light rail).

BREEAM Public Transport Accessibility Index (AI)

3.5.18 Guidance from the BREEAM UK New Construction 2018 consultation also states that Transport Assessments and Travel Plans should include reporting on the public transport accessibility (i.e. Tra 01 – proximity to train, bus etc. stops and frequency of services) to obtain credits. This includes calculation of the Accessibility Index (AI) of the site.

3.5.19 The methodology for calculating the AI uses Transport for London's Public Transport Accessibility Level (PTAL) method, itself based on a methodology developed in 1992 by the London Borough of Hammersmith and Fulham. The GMAL Methodology is also derived from the PTAL approach but modified to consider flexible transport service provision (Local Link) and to reflect local service provision levels (different accessibility levels) within Greater Manchester.

3.5.20 Based on previous experience and guidance from the BREEAM Knowledge Base, it is considered that GMAL index scores can be used interchangeably as the AI of the site to demonstrate compliance against BREEAM.

3.5.21 The site is located in an area with a GMAL rating of 8 as mentioned earlier, which is the highest accessibility level, and has a further GMAL index score of 66.17. This is understood to be the AI of the site.

3.5.22 It can be observed that the site's AI of 66.17 suggests that the site has an excellent level of public transport accessibility in relation to BREEAM.

3.6 Summary

3.6.1 It is considered the site is highly accessible by sustainable modes of transport, which are also usable by those with limited mobility and are wheelchair accessible. The surrounding area exhibits excellent levels of pedestrian and cycling infrastructure, and there are a number of public transport opportunities within acceptable walking distance of the site.

4.0 Travel Plan Initiatives

4.1 Travel Plan Initiatives

4.1.1 Considering the high levels of accessibility and as there is no parking provision, the vast majority of users will travel to / from the site via sustainable modes of travel. The absence of standard car parking at the proposed development is, in itself, a powerful initiative to encourage sustainable travel.

4.1.2 The initiatives are designed to reduce employee and visitor dependency on the private car and encourage sustainable modes of travel.

Initiative	Actions

Welcome Pack	• A Travel Plan Welcome Pack can be used to influence travel patterns for users accessing the site.
	• The information in a Welcome Pack aims to highlight the various travel options available to the site.
	• Contents could include various initiatives including:
	  ○ Details of the Travel Plan Co-ordinator (TPC)
	  ○ Literature on the health benefits of walking and cycling, and the environmental benefits of sustainable modes of transport;
	  ○ Maps showing local walking / cycling routes;
	  ○ Details of public transport services, including routes and timetables; and.
	  ○ Details of local links / active travel routes available in the area;
	• An example Welcome Pack is provided in **Appendix B**.

Encouraging Walking	• Walking is the most sustainable, and accessible mode of travel. Furthermore, 30 minutes of moderate activity for five or more times per week is likely to enhance an individual's health and fitness.
	• The following measures will be promoted to encourage employees to utilise walking as a mode of transport:
	  ○ Reiterate the health benefits that walking provides;
	  ○ Provide clear signing of pedestrian routes in the vicinity of the site;
	  ○ Provide information of local pedestrian routes and footpaths;

Initiative	Actions
	○ The TfGM website at https://beeactive.tfgm.com/where-you-live/ which comprises details of walking routes and facilities accessible within a 15-minute walk; ○ The Greater Manchester Walking website at https://gmwalking.co.uk/ which provides resources on walking routes and tips on getting started with walking as a form of commute; and, ○ Promote the https://www.plotaroute.com/ website for journey planning on foot. • Additional measures such as marketing campaigns in line with 'Walk to Work Week' and the implementation of a "walking buddy" scheme will also be considered.
Encouraging Cycling	• The following measures will be promoted to encourage employees to utilise cycling as a mode of transport: ○ Provide secure cycle parking and shower/changing facilities for employees; ○ Provide up to date information on the local cycle network routes made available in the local area; ○ Promote the availability of cycling information, including route maps and useful tips and tricks guidance, on the Sustrans website https://www.sustrans.org.uk/; ○ Maps showing local cycle routes, such as: https://tfgm.pindarcreative.co.uk/tfgm_interactive_mapping_county_map ○ The TfGM website at https://beeactive.tfgm.com/cycling/. which comprises details on cycle training, parking, paths, maps, hire, or bringing bicycles on public transport; ○ Local Cycle clubs / forums to be invited to take part in Travel Plan promotional events to raise awareness; ○ Promotion of events such as "National Bike Week"; and, ○ Provide an on-site puncture repair kit for employees.

Initiative	Actions
Encouraging Public Transport Use	• The following measures will be promoted in order to encourage employees to travel by public transport: ○ Distribute details of the https://www.traveline.info/ Journey Planning tool; ○ Links to live public transport services, timetables, and routes, such as: https://tfgm.com/public-transport ○ Provide links to up-to-date bus information, including timetables and route information in the welcome packs; ○ Advertise any promotions / discounts offered by public transport operators; ○ Limited time discounts could be provided in the previously disused welcome packs; ○ Details of TfGM's online journey planning resources: https://tfgm.com/plan-a-journey.
Encouraging Car Sharing	• Car sharing is an effective measure of reducing carbon emissions and single occupancy car trips. Car sharing could be encouraged by implementing the following measures: ○ Raising awareness of car ownership costs, and highlight the social and economic benefits of car sharing; ○ Promote Enterprise Car Club, the nearest location is c.280m south of the site at 104 High Street Manchester M4 1BD. Users would need to register and book the car appropriately through the website: www.enterprisecarclub.co.uk; ○ Promoting the https://liftshare.com/uk website which matches people with other car sharers in their local area.

Table 4.1 – Travel Plan Initiatives

5.0 Initial Targets

5.1 Introduction

5.1.1 Target setting is an important part of any Travel Plan, providing a focus for the overall process and a measure against which the Travel Plan initiatives can be judged. This section sets out the target strategy and provides an overview of the data that should be collected as part of future travel surveys to inform the full Travel Plan(s) once developed.

5.2 Data Collection

Travel Surveys

5.2.1 As the development has not yet been constructed, it is not possible to undertake any travel surveys of future employees. Therefore, it is not appropriate to provide a definitive set of targets.

5.2.2 In order to understand travel habits, a representative sample survey will be undertaken at three months following first occupation. Recipients will be encouraged to participate, and the surveys would extract the following key information:

- Place(s) of residence;
- Usual mode of travel and reason for modal choice;
- Attractiveness of various sustainable modes;
- Any barriers to sustainable modes; and
- Initiatives that would encourage employees to travel more sustainably.

5.2.3 Surveys could be distributed in two ways; electronically, and as paper copies.

5.2.4 Firstly, questions could be transferred to 'SurveyMonkey', which is an online survey service widely used by both private and public sector organisations for data collection. Employees would be sent this link in the early stages of operation and can simply click on it and get directed to an internet-based survey. All results can be recorded on a computer database for analysis.

5.2.5 Paper surveys could also be made available to employees across the building. Surveys could be printed and distributed at the reception area. All the results could be manually transferred to the 'SurveyMonkey' computer database for analysis alongside the electronic surveys.

5.2.6 The information obtained will be used to undertake travel performance indicator and modal split analysis, whereby an answer rate of 60% could be considered a sufficient representation of employees at the building. These can be used to set SMART targets for the site, with an example provided in **Table 5.1** below. Site users would then be surveyed every two years from the initial survey.

Travel Plan Performance Indicators

5.2.7 The following Travel Plan performance indicators can be considered upon receipt of the travel survey data:

- **Attractiveness / Uptake of sustainable modes** – targets could be set for perceived safety in the surrounding area, punctuality and condition of public transport, condition of public realm areas and condition of cycle infrastructure/storage;
- **Car ownership and mode of travel** – modal split targets could be supplemented by targets related to car ownership, and travel to work by mode share targets; and
- **Travel Plan awareness targets** – targets could be set in relation to appreciation of the Travel Plan process, and knowledge of the benefits offered by the plan.

Modal Split Analysis

5.2.8 As the development proposes no parking provision, it is not considered appropriate to set modal split targets for a reduction in private car use offset by an increase in sustainable modes. Nevertheless, it is still appropriate to monitor modal splits through the aforementioned travel surveys so that Travel Plan initiatives can be tailored to increase uptake of certain modes of travel.

5.2.9 For example, if uptake for cycling is found to be low through the modal split analysis, a cycle awareness event could be organised including safety and maintenance classes. Additionally, targets could be set for reducing single-person car journeys for staff who park off-site if the number of staff travelling by private car is found to be high.

5.2.10 New modal split targets for different modes of travel could then be set in future Travel Plan updates to review progress against current and targeted modal splits, as well as means of testing the effectiveness of new measures where appropriate.

5.3 SMART Targets

5.3.1 All performance indicator targets and potential modal split targets will be set through consultation with MCC and TfGM. The official targets will be **SMART** (**S**ite-specific – **M**easurable – **A**chievable – **R**ealistic – **T**imed). An example of key targets for this site could be as outlined in **Table 6.1**:

	Objective	Target	Timescale and % Change (from baseline position)			Indicators of Success
No.			Baseline	+2	+4	
1	To raise awareness of sustainable travel options enabling employees to have an informed choice about their travel options and make sound travel decisions	A. To increase access to information for all users (both written and online)	75% of users	85% of users	95% of users	Travel information packs produced and distributed
2	To minimize wherever possible single occupancy car use	B. To increase the proportion of car sharers* C. To increase those using the car club*	By 1% By 0.5%	By 2% By 1%	By 3% By 1.5%	Travel patterns survey Adoption rates of car club
3	To maximise use of existing sustainable transport modes for all journeys	D. Increase the proportion of public transport users	By 1%	By 2%	By 3%	Travel plan survey
4	Reduce the carbon footprint of the building and reducing the impact on the environment	E. Increase those cycling F. Increase those walking	By 0.5% By 1%	By 1% By 2%	By 1.5% By 3%	Use of cycle parking

Table 6.1 – Example Targets Linked to Objectives

* subject to baseline survey

5.3.2 The above targets are indicative only, and final targets will be decided following the receipt of the travel surveys. As noted, surveys will be commissioned within three months of occupation. This will be as a discharge of condition.

6.0 Monitoring, Review, and Action Plan

6.1 Introduction

6.1.1 DfT Good Practice Guidelines outlines six key messages regarding implementation and management, as follows:

- *"Travel plans are living documents that need to be updated in the light of experience and sustained throughout the life of a development.*
- *At all times a named individual needs to be responsible for leading the delivery of the travel plan.*
- *The developer/occupier should take the lead in respect of delivering the site-specific elements of the travel plan.*
- *Local authorities need to establish robust databases of all travel plans in their areas.*
- *Post-implementation management arrangements must be identified and included in the travel plan.*
- *Transport Management Associations may be an appropriate mechanism for assisting with the implementation and on-going management of travel plans within a wider area."*

Source: Good Practice Guidelines: *Delivering Travel Plans though the Planning Process.* DfT, 2009.

6.1.2 It is clear from the above that a TP document should be considered as merely the starting point of the process. The implementation of a TP is an on-going requirement and will require support and leadership in achieving its objectives.

6.2 Responsibility and Management

6.2.1 Overall responsibility for the ITP will lie with the operator, whereas each of the elements will be split between the operator and any other parties occupying the ancillary uses. Following completion of the refurbishment and full operation, the ITP will need to be updated to a full Travel Plan. This will involve the distribution of travel surveys.

6.2.2 The survey information will enable analysis to be undertaken to establish final targets. It will also provide information on the reasons for modal splits and identify measures that may encourage a modal shift.

6.2.3 At this point, the day to day responsibility will shift from the operator to the appropriately appointed TPC.

6.2.4 Notwithstanding, adequate consultation and support from the management and the respective occupiers within the development is required to ensure the smooth implementation of the TP. A number of measures to be undertaken by the occupier comprise:

- Business occupiers locating within the development will be required to sign up to the TP and appoint a Travel Plan representative, such as the business manager or owner;
- Management to actively pursue any future partnerships with bus operators and the identification of opportunities to future stages of the development;
- Provision of security for walkways to and from the site, including CCTV monitoring where appropriate;
- Maintenance of cycling and walking facilities, lighting and CCTV installations in collaboration with the Highways and Planning Authorities; and
- Support for a Travel Plan Coordinator in ways including but not limited to funding to enable them to fulfil their duties and deliver the TP as intended.

6.3 Appointment of a Travel Plan Coordinator

6.3.1 The TPC will take responsibility for ensuring that the various elements of the plan are monitored and operate effectively to offer a genuine choice of travel modes. Typical duties include:

- Leading on the delivery of the TP;
- Representing the human face of the TP and explaining its purpose and opportunities on offer;
- Assist Travel Plan representatives in implementing and promoting sustainable travel initiatives to ensure a coordinated approach across the development as a whole;
- Promoting individual measures/initiatives in the TP and instigate a marketing campaign upon first occupancy of the Site;
- Liaising with public transport operators and represent the operator at relevant forums;
- Monitoring the TP and detect trends in change against targets and report to the relevant parties (i.e. MCC and TfGM); and
- Taking a key role in reviewing the TP according to the achievement of the modal shift targets specified therein.

6.3.2 A TPC will be nominated for the development approximately a month before operation of the development.

6.4 Monitoring and Evaluation

6.4.1 Monitoring and review is of central importance to the progression of the Travel Plan. Good Practice Guidelines from the DfT state that:

"Monitoring and review are essential to ensure Travel Plan objectives are being achieved."

Source: Good Practice Guidelines: Delivering Travel Plans though the Planning Process. DfT, 2009.

6.4.2 The monitoring of travel behaviour is vital to measure progress towards the targets and would be the responsibility of the appointed TPC. Apart from receiving regular updates from occupiers and liaising with MCC on transport related matters, the main monitoring process will involve travel surveys as described in **Section 6** above.

6.4.3 The results of each survey would be used to review progress against targeted modal splits, where the TPC will be required to calculate the percentage share of all travel modes to and from the Site. Where targets are not met, remedial actions will be proposed, agreed and then monitored for effect.

6.4.4 The figures calculated will additionally take account of known parameters (such as car patronage) which will be calculable independently to ensure the robustness of the information provided.

6.4.5 Monitoring reports will be provided to officers at MCC / TfGM every two years following the receipt of the first surveys. The reports would include a comparison of achievements against targets and remedial proposals for improvement where required. It would also include a summary of changes to any personnel, any new or changed partnerships and outline plans and proposals for the coming year. In addition, survey results would be circulated to all employees upon the completion of surveys.

6.4.6 Monitoring will be carried out for a period of at least five years.

6.5 Action Plan

6.5.1 In order to effectively coordinate the travel plan initiatives and ultimately encourage sustainable modes of travel at the site, it is important to establish a clear timetabled Action Plan.

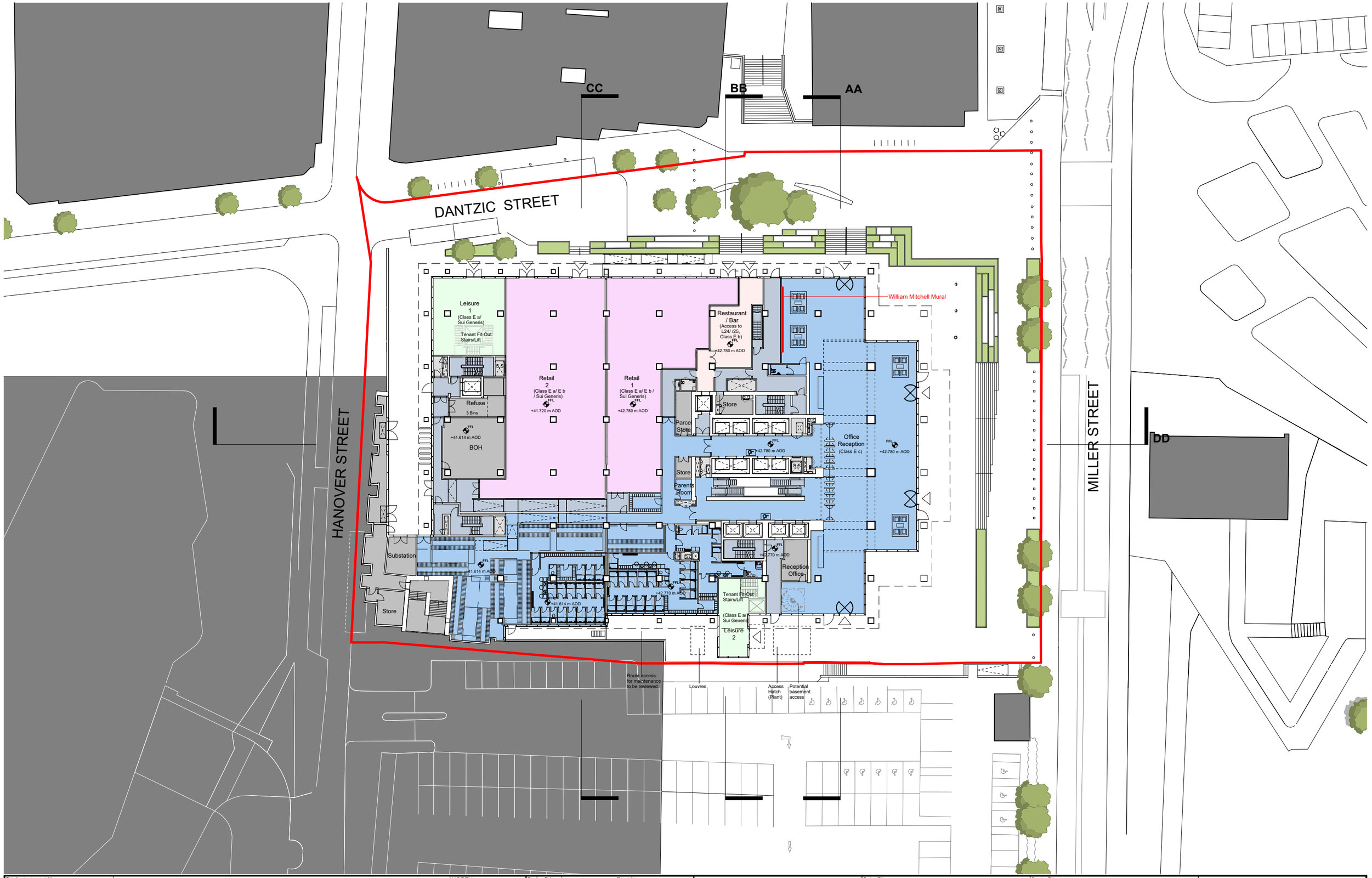
6.5.2 **Table 6.1** below summarises the key actions from the document by providing an Action Plan for the Travel Plan process:

Action	Target Date	Responsibility
Appoint TPC	One month before operation	Devonshire (CIS Tower) Ltd
Ensure Initiatives are in Place	Prior to operation	TPC
Produce Welcome Pack	First operation of each element of the development	TPC
Undertake Initial Travel Surveys	Within three months	TPC
Decide Modal Split Targets	Within one month of undertaking the initial surveys	TPC in conjunction with MCC/TfGM
Update ITP to a full Travel Plan	Within two months of agreeing modal splits with MCC/TfGM	TPC
Present Monitoring Report	Every two years following first surveys, with monitoring to be carried out for a period of at least five years.	TPC

Table 6.1 – Action Plan

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Appendix A – Site Layout Plans



This drawing is copyright
Do not scale off dimensions.
All dimensions to be checked on site by contractor.
Contractor to report any dimensional discrepancies, errors or omissions prior to commencing on site.

SimpsonHaugh drawings have been created from a Hollis 3-dimensional model. Where Hollis survey information was unavailable or required further detail, drawings have been supplemented through additional information such as Plowman Craven 2-dimensional measured survey drawings, historic records, historic publications and site measurements/observations. All details and dimensions to be verified through further intrusive and measured surveys.

NORTH

Rev	Date	Description
P01	2025-04-10	Planning Submission

Project Title
Project Sam
Miller Street, Manchester
M60 0AL

Drawing Title
General Arrangement
Proposed Plan
Level 00

Project No
10518

Scale
1 : 500 @ A3

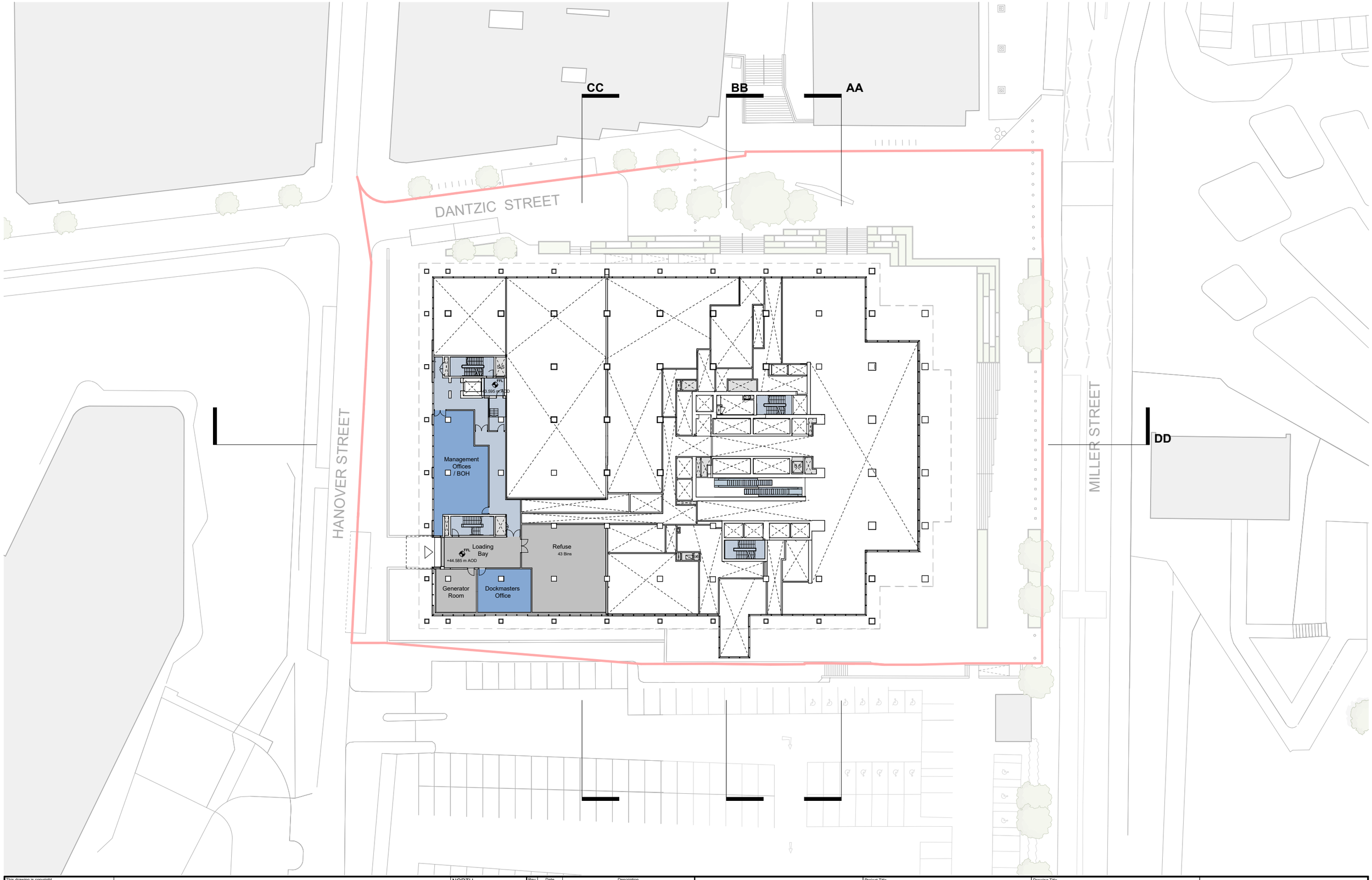
Status
PLANNING

SHP Drawing Code
10518-SHA-Z1-A-B5D8-G200-PL-00-001
PROJ - ORIG - ZONE - ROLE - CLAS - TYPE - LOC - SEQ

Revision
P01

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Birmingham +44 (0)121 233 1874

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Do not scale off dimensions.
All dimensions to be checked on site by contractor.
Contractor to report any dimensional discrepancies, errors or omissions prior to commencing on site.

SimpsonHaugh drawings have been created from a Hollis 3-dimensional model. Where Hollis survey information was unavailable or required further detail, drawings have been supplemented through additional information such as Plowman Craven 2-dimensional measured survey drawings, historic records, historic publications and site measurements/observations. All details and dimensions to be verified through further intrusive and measured surveys.

NORTH

Rev	Date	Description
P01	2025-04-10	Planning Submission

Project Title
Project Sam
Miller Street, Manchester
M60 0AL

Drawing Title
General Arrangement
Proposed Plan
Mezzanine Level

Project No
10518

Scale
1 : 500 @ A3

Status
PLANNING

SHP Drawing Code PROJ - ORIG - ZONE - ROLE - CLAS - TYPE - LOC - SEQ
10518-SHA-Z1-A-B5D8-G200-PL-M0-001

Revision
P01

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Birmingham +44 (0)121 233 1874

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Appendix B – Example Welcome Pack

CIS Tower
Welcome Pack

Last Updated: 04 December 2024

Travel Plan Coordinator

Organisation:	CIS Tower
Contact:	To be Confirmed

Resources for Sustainable Travel

A summary of resources is provided below – please click on the images to access the relevant websites. If you are unsure about any of the resources and how they can benefit you, please speak to the Travel Plan Coordinator

Resource	Description
Walking	• Walking is the most sustainable mode of travel. • There are great routes around our park. Ask at reception for a Park Map! • Did you know you can use walking toolkit www.routeyou.com to plan your walking route? • If you get caught short and need an umbrella – find one at reception! • The Living Streets website contains some useful • information on encouraging more people to travel on foot. • Check out the Fitforme websites with walking tips! • The Greater Manchester Walking Website has tips on walking and various routes. • Check out the TfGM website at which comprises details of walking routes and facilities accessible within a 15-minute walk.
Cycling	• Cycling is a convenient and sustainable option for those journeys too far to walk. • Did you know you can use cycle toolkit m.cyclestreets.ne to plan your cycling route? • And that www.sustrans.org.uk has loads of detail on dedicated cycle routes? • The TfGM website contains lots of cycling tips and various routes. • If you get caught short and need a puncture repair kit – find one at reception!

Resource	Description
Public Transport	• Using public transport could save you time and money. Why not sit back, relax and let someone else do the driving? • Did you know you can use the traveline.info toolkit for more journey planning information? • The National Rail website allows you to keep track of live journeys! • The TfGM website provides live public transport services, timetables, and routes! traveline National Rail BEE NETWORK
Car Sharing	• Walking, cycling or public transport are not always realistic options. • So have you thought about car sharing? • Free-to-join car share scheme liftshare.com/uk can match you with someone who has a similar journey to you! • Enterprise Car Club allows you to book a car for a few hours or a few days! liftshare travel happy enterprise CarClub

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