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Transport for
Greater Manchester

Workplace Travel Plan

[DRAFT]

Ask Real Estate Limited and M&G TS
Mosley Limited
58 Mosley Street, Manchester

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Manchester

November 2024

This travel plan has been produced by **SLR Consulting** on behalf of **Ask Real Estate Limited and M&G TS Mosley Limited** using the TfGM Workplace Travel Planning Toolkit.

<https://travelplankit.azurewebsites.net>

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1.1 Proposed Development

1.1.1	Development Name	58 Mosley Street, Manchester
1.1.2	Developer Name	Ask Real Estate Limited and M&G TS Mosley Limited
1.1.3	Site Address	58 Mosley St, Manchester M2 3HZ
1.1.4	District	Manchester
1.1.5	Site Postcode	M2 3HZ

1.2 Context

1.2.1	Development planning process stage	Development planning
1.2.2	Reason for submission	This Travel Plan has been prepared to discharge condition 9 relating application (reference: 135988/FO/2023) which relates to the refurbishment of existing office building to comprise elevational alterations, a single storey rooftop extension with external roof terrace (Use Class E), installation of photovoltaic panels and works to extend the pavement of Booth Street and install street furniture. The condition is summarised below: "Before the development hereby approved is first occupied a Travel Plan shall be submitted to and agreed in writing by the City Council as Local Planning Authority. In this condition a Travel Plan means a document which includes: i. the measures proposed to be taken to reduce dependency on the private car by those 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."
1.2.3	Occupier	Ask Real Estate Limited and M&G TS Mosley Limited

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1.3.1

 Map of site location

1.4 Planning Policy
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- 1.4.1
- Manchester Non-Residential Travel Plan Checklist
- DfT Good Practice Guidelines: Delivering Travel Plans through the Planning Process

1.5 Local Transport Initiatives

- 1.5.1
- There are no local transport initiatives in operation relating directly to the project.

1.6 Traffic Conditions

1.6.1	Is there a Transport Assessment or Transport Statement associated with this site?	No
1.6.2	Is there a Transport Assessment or Transport Statement associated with this site?	No
	Has traffic data been derived from another source?	No

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2.1 Introduction

The purpose of this section is to outline the key details about the site and establish existing site conditions that can be classed as issues or opportunities for improving sustainable travel. These are used to identify objectives and targets in the next stage of the process.

2.2 Basic Information

2.2.1 The current site

The site is currently occupied by a mixture of commercial and retail uses. The upper storeys of the site are occupied by commercial premises (offices), whilst there is a ground floor retail unit on Mosley Street which is occupied by Sainsbury's.

2.2.2 The current site

The site comprises of several floors of commercial office space in the upper storeys, whilst on the ground floor there is a Sainsbury's supermarket.

2.2.3	Proposed land use	Employment - Business and Industrial (Class B)
	Sub-category	B1 – Business
2.2.4	Gross Floor Area (m²)	13,000
2.2.5	Main planning application number	135988
2.2.6	Expected date of occupation	03/02/2025
2.2.7	Other site details	No information provided

2.3 Adjacent Developments

2.3.1	Are there any adjacent developments currently being progressed within one mile of the site?	Unknown
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2.4 Assessment: Site Information

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2.4.1	Is this a new development, an expansion or a redevelopment?	redemption
2.4.2	Describe how long each of the building phases on site are expected to last	
	The refurbishment works to the building reached Practical Completion on 31 October 2024.	
2.4.3	How will the site be managed, particularly if the site is going to be occupied by multiple tenants?	
	The site will have an on-site management team from CBRE.	
2.4.4	Site employees	1000
2.4.5	Site residents	No information provided
2.4.6	Site visitors	No information provided
2.4.7	Other user types on site	No information provided
2.4.8	Opening time	No information provided
2.4.9	Closing time	No information provided
2.4.10	Are any shift workers expected to be employed on site?	No information provided
2.4.11	Are there any Traffic Regulation Orders (TROs) or parking restrictions in force in the area around the site?	Yes

More details

Mosley Street is tram only passing the site, prohibiting traffic from passing the site. Booth Street to the south of the site is on-way (westbound) and has double yellow lines on both sides of the carriageway. Charlotte Street to north of the site also has double yellow lines on both sides of the carriageway, it also only permits one way traffic westbound.

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2.5.1		
2.5.2	Key locations within walking distance (2km) Owing to the central location of the site in Manchester city centre, there are a wide range of commercial, leisure and retail premises within 2km of the site. Additionally, Manchester Victoria, Manchester Piccadilly and Manchester Oxford Road train stations can be accessed. Additionally, many bus stops (including the Piccadilly Gardens bus station) can be accessed, alongside many stops on the Manchester Metrolink network.	
2.5.3	Is the local area perceived as safe for pedestrians?	Yes
2.5.4	Is there an active street frontage in the area surrounding the site? More details Mosley Street offers a direct pedestrian route between St Peters Square and Piccadilly Gardens which are both pedestrianised. There are many premises along Mosley Street which have active frontages onto it.	Yes
2.5.5	Is there street lighting on routes to the site from expected popular locations? More details There is a good level of street lighting on all major streets surrounding the site which connect into the wider lighting of Manchester city centre.	Yes
2.5.6	Are footways and pedestrian crossings provided on popular routes to/from the site? More details There are pedestrian crossing points on each of the main pedestrian routes surrounding the site.	Yes
2.5.7	Are local footpaths maintained well and in a desirable condition on popular routes to/from the site? More details Many of the streets surrounding the site, including Mosley Street, have been recently paved and are of high quality.	Yes
2.5.8	Are any improvements to walking infrastructure in the area being carried out as part of the development? More details The footways on Booth Street will be widened as a result of the scheme, additionally new benches will be provided.	Yes

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Owing to the central location of the site, the entirety of Manchester city centre can be accessed by bike, alongside the surrounding areas of Salford, Longsight, Cheetham Hill, Fallowfield, Trafford, Openshaw and Crumpsall. Within this catchment are a wide range of residential, retail, commercial, leisure uses and public transport stops.

2.6.3 On-road infrastructure within cycling distance (5km)

Owing to the central location of the site the entire city centre network of cycleways across Manchester city centre can be accessed easily. There is a high range of cycle infrastructure located within a 5km catchment of the site.

2.6.4 Off-road infrastructure within cycling distance (5km)

There are a range of off-road cycleways within a 5km radius including along the canal towpaths and other off-road routes.

2.6.5 Local topography

The topography of the area surrounding the site is mostly flat and favourable to cycling.

2.6.6 Are any improvements to cycle infrastructure in the area being carried out as part of the development?

No

2.6.7 Total number of cycle spaces that are allocated to the site

51

How many of these spaces are long stay cycle stores?

No information provided

How many of these spaces are short stay cycle stores?

No information provided

2.6.8 Location of cycle parking

The cycle store will be located in the basement.

2.6.9 Features of cycle parking

It will be secure and covered as it is in the basement, with restricted access to anyone except those working or visiting the site.

2.6.10 Does cycle parking provide for site visitors, as well as site employees?

No information provided

2.6.11 How many lockers are proposed for the site?

51

2.6.12 Are associated drying facilities proposed for the site?

Yes in the basement.

2.6.13 Map of cycle hubs within an 800m radius

Is the site located within an 800m walking distance of any of Greater Manchester's Cycle Hubs?

No

2.6.14 How many motorcycle parking spaces are allocated for the site?

No information provided

2.6.15 Where are the motorcycle spaces located on site?

No information provided

2.6.16 If motorcycle parking is provided, please describe its main features

No information provided

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Details of bus services

Service number	Destination	Frequency	First	Last
2	Piccadilly Rail Station Circular	10 mins	07:05	23:20
36	Piccadilly Gardens - Bolton Interchange	12 mins	04:49	03:49
37	Piccadilly Gardens - Bolton Interchange	12 mins	05:34	23:34
X39	Piccadilly Gardens - Farnworth Interchange	2 per day	07:45	08:15
1	Piccadilly Rail Station Circular	10 mins	07:25	23:50
35	Piccadilly Gardens - Bryn Rail Station	30 mins	06:10	23:17
85	Piccadilly Gardens - Chorlton Bus Station	30 mins	06:20	00:10
85A	Piccadilly Gardens - Arrowfield Estate Wintermans Road	60 mins	07:47	21:42
86	Piccadilly Gardens - Ashfield Road	12 mins	05:35	02:55
X50	Trafford Centre - Manchester, Piccadilly	30 mins	04:58	22:37
263	Piccadilly Gardens - Altrincham Interchange	20 mins	05:45	00:10
43	Manchester - Manchester Airport	10 mins	05:01	01:01
143	Manchester - West Didsbury	5 mins	07:07	03:35
87	Chorlton Green - Manchester Piccadilly	60 mins	09:01	18:16
142	Piccadilly Gardens - East Didsbury Parrs Wood	10 mins	06:14	03:54
42 (42A/42B/42C)	Piccadilly Gardens - Stockport Interchange	5 mins	05:30	23:30
111	Piccadilly Gardens - Chorlton Southern Cemetery Bus Station	12 mins	05:56	23:43
250	Manchester - intu Trafford Centre	12 mins	04:54	23:00
38	Manchester - Logistics North	15 mins	04:51	23:42
101	Piccadilly Gardens - Wythenshawe Interchange	15 mins	05:08	00:20
102/103	Piccadilly Gardens - Chorlton Southern Cemetery - Manchester Airport	30 mins	04:45	03:50

2.7.2	Details about the number of services Given the proximity of Piccadilly Gardens bus station there are a high number of frequent services located close to the site.
2.7.3	Details about locations served Services from the nearby stops (namely from Piccadilly Gardens) serve locations across Manchester and the surrounding region.
2.7.4	Details about bus frequency Many of the services close to the site run at a frequency of <15 mins
2.7.5	Details about the earliest bus service There are several services which run all night and offer services before 6am.

2.7.6

Details about the last bus service

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There are several services

2.7.7

Are there any key locations that are not served by the bus routes identified above?

No

Bus ticketing: descriptions and prices

2.7.8	How much is an average return bus fare to and from the site?	£2.50
2.7.9	Weekly bus tickets	
	A 7-day Bee AnyBus travelcard costs £10.50 for children, £18.20 for a young person (aged 16-21) / student (aged 16-26) and £21 for adults.	
2.7.10	Monthly bus tickets	
	A 28-day Bee AnyBus travelcard costs £42.70 for children, £61.90 for a young person (aged 16-21) / student (aged 16-26) and £85.40 for adults.	
2.7.11	Annual bus tickets	
	No information provided	
2.7.12	Is there any local infrastructure in place that will benefit buses?	Yes
	More details	
	Piccadilly Gardens bus station is located close to the site.	
2.7.13	Are any new bus services being provided (or existing services improved/altered) as part of the development?	No

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2.8.1		
2.8.2	Is the site located within a 10 minute walk (800m) of a tram stop?	Yes
	Nearby tram stops	
	Stop name	Distance from site
	St Peter's Square	224 metres
	Piccadilly Gardens	326 metres
	Market Street	338 metres
	Exchange Square	573 metres
	Shudehill	674 metres
	Manchester Piccadilly	742 metres
2.8.3	Details about the number of services	
	There are a range of services accessible on a range of lines close to the site.	
2.8.4	Details about locations served	
	Most locations on the Metrolink network can be accessed from the nearby stops.	
2.8.5	Details about tram frequency	
	All services close to the site run at high frequencies.	
2.8.6	Details about the earliest tram service	
	The earliest trams arrive at 05:51	
2.8.7	Details about the last tram service	
	The last tram arrives at 01:48	
2.8.8	Are there any key locations that are not served by the tram services identified above?	No

Tram ticketing: descriptions and prices

2.8.9	How much is an average return tram fare to and from the site?	7.10
2.8.10	Weekly tram tickets	
	There is a weekly tram ticket (Clipper) which costs £24.30.	
2.8.11	Monthly tram tickets	
	<i>No information provided</i>	
2.8.12	Annual tram tickets	
	<i>No information provided</i>	

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2.9.1		
2.9.2	Is the site located within a 10 minute walk (800m) of a train stop?	Yes
	Nearby train stations	
	Station name	Distance from site
	Manchester Oxford Road	622 metres
	Manchester Piccadilly	777 metres
2.9.3	Details about the number of services	
	Both Piccadilly and Oxford Road stations offer a high number of services.	
2.9.4	Details about locations served	
	A wide range of local, regional and national stations are served by both stations.	
2.9.5	Details about train frequency	
	Services run frequently to both stations.	
2.9.6	Details about the earliest train service	
	<i>No information provided</i>	
2.9.7	Details about the last train service	
	<i>No information provided</i>	
2.9.8	Are there any key locations that are not served by the train services identified above?	No

Train ticketing: descriptions and prices

2.9.9	How much is an average return train fare to and from the site?	<i>No information provided</i>
2.9.10	Weekly train tickets	
	<i>No information provided</i>	
2.9.11	Monthly train tickets	
	<i>No information provided</i>	
2.9.12	Annual train tickets	
	<i>No information provided</i>	

2.10.10 **Site Assessment: Public Transport Infrastructure**

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2.10.1	Are walking routes to nearby bus/train stops or train stations safe and convenient to use?	
	Yes	
2.10.2	Are nearby bus/train/tram stops in a desirable condition?	
	Yes	
2.10.3	Is there up-to-date timetable information available at nearby stops?	Yes
2.10.4	Are there any Park and Ride services available for commuters to the site?	No
2.10.5	Are any improvements to public transport infrastructure being carried out as part of the development?	No

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On Site Parking		
2.11.1	How many car parking spaces are allocated for the site?	14
2.11.2	How many accessible parking spaces have been provided for people with disabilities?	1
Parking Allocations		
2.11.3	Staff Parking	No information provided
2.11.4	Customer Parking	No information provided
2.11.5	Visitor Parking	No information provided
2.11.6	Delivery Parking	No information provided
2.11.7	Other Parking	No information provided
2.11.8	What security measures are proposed for on-site parking?	
	Parking is provided in a secure basement car park.	
2.11.9	How is car parking expected to be managed on site?	
	Parking will be limited to a small number of tennants and managed internally.	
2.11.10	Is the site located within a controlled parking zone?	Yes
	What are the controlled zone hours of operation?	
	Zone 1 -2 hour zone between 08:00 - 20:00	
2.11.11	Is the site near a residential area?	No
2.11.12	How will any overspill parking be managed?	
	Owing to the accessibility of the site and small number of spaces, it is anticipated that parking demand will be low. Any overspill parking will be accommodated within the existing car parks across Manchester city centre.	
2.11.13	Is there any intention to discourage on-street parking as part of this development?	Yes
	More details	
	yes through the removal of 3 on-street bays to improve the public realm.	

2.12 Site Assessment: Car Sharing

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2.12.1 **Has a car sharing scheme been identified for the site?** **NO**

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2.13.1	 Map of site location with nearby electric vehicle charging points	
2.13.2	Description of main roads adjacent to the site <i>No information provided</i>	
2.13.3	Are any highway improvements being carried out as part of the development? Details of highway improvements <i>No information provided</i>	No
2.13.4	Is the surrounding road network suitable for HGVs?	No
2.13.5	Are there any car club pick-up points located within 800m of the site? Yes, located on Fountain Street.	
2.13.6	Is there a public GMEV charging point located within 800m of the site?	Yes
2.13.7	Are any car charging points allocated on site? How many vehicle charging points are allocated to the site?	Yes 6

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Opportunities

Site Information

2.14.1	Site development
2.14.2	Building phases
2.14.3	Site management
2.14.4	Site employees
2.14.5	Traffic regulation orders

Walking

2.14.6	Key locations
2.14.7	Safe for pedestrians
2.14.8	Street frontage
2.14.9	Footways & crossings
2.14.10	Footpath condition
2.14.11	Infrastructure improvements

Cycling

2.14.12	Key locations
2.14.13	Cycle hubs
2.14.14	On-road infrastructure
2.14.15	Off-road infrastructure
2.14.16	Local topography
2.14.17	Infrastructure improvements
2.14.18	Parking spaces
2.14.19	Parking location
2.14.20	Parking features
2.14.21	Lockers
2.14.22	Drying facilities

Bus

2.14.23	Bus services
2.14.24	Locations served
2.14.25	Service frequency
2.14.26	Earliest service
2.14.27	Last service

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2.14.30 Monthly ticket options

2.14.31 Local infrastructure

2.14.32 New services

Tram

2.14.33 Tram services

2.14.34 Locations served

2.14.35 Service frequency

2.14.36 Earliest service

2.14.37 Last service

2.14.38 Key locations

2.14.39 Average return fare

2.14.40 Weekly ticket options

Train

2.14.41 Train services

2.14.42 Locations served

2.14.43 Service frequency

Public Transport

2.14.44 Safety & convenience

2.14.45 Infrastructure conditions

2.14.46 Timetable information

Parking

2.14.47 Parking spaces

2.14.48 Accessible spaces

2.14.49 Security measures

2.14.50 Site management

2.14.51 Controlled parking

2.14.52 Parking overspill

2.14.53 On street parking

Highway

2.14.54 Car club pick-up

2.14.55 Car charging points

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3.1 Introduction

The purpose of the travel plan scope is to provide a series of outline objectives that aim to address issues and opportunities identified in the previous section. It then should define targets to provide a structure for delivering the travel plan.

3.2 Objectives

Objectives are intended to help link together key themes from the issues and opportunities identified in **section 2.14**. These objectives will provide a structure to develop targets, measures and actions later in the process.

3.2.1	Objective 1	To Encourage Travel by Active Travel Modes
3.2.2	Objective 2	To Encourage Travel by Public Transport
3.2.3	Objective 3	To Reduce Travel by Single Occupancy Vehicles

3.3 Targets

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The purpose of targets is to provide a structure for the eventual measures that will be put into practice on site, based on the objectives identified in **section 3.2**.

3.3.1 Target

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Objectives Sought

To Encourage Travel by Active Travel Modes

Outcome Sought

To reduce single occupancy vehicle trips by 20% of the baseline.

Monitoring

Monitored through an initial baseline travel survey, followed by annual travel surveys of staff for a further 4 years (5 years total).

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4.1 Introduction

This section describes how the travel plan will be delivered on site. It provides a management strategy to ensure the final travel plan remains effective from the planning stage through to implementation, as well as a series of proposed measures and actions to carry out on site. This will be summarised by an action plan at the end of this section.

4.2 Management Strategy: Contacts

4.2.1	Developer (and agents)
	George Hewittghewitt@slrconsulting.com
4.2.2	Occupier
	<i>No contact information provided</i>
4.2.3	Travel Plan Co-ordinator
	<i>No contact information provided</i>

4.3 Management Strategy: Communications

4.3.1	How the future handover of the site to the occupiers will take place
	<i>No information provided</i>
4.3.2	Statement of commitment from senior managers
	<i>No information provided</i>
4.3.3	Job description for the Travel Plan Co-ordinator
	The key to the implementation of the Travel Plan is the nomination of a Travel Plan Co-ordinator (TPC) who will act as a “champion” for the travel planning principles for the site, ensuring that the plan is implemented, managed, monitored and reviewed over time. The roles and responsibilities of the TPC include: - Overseeing the implementation of the Travel Plan and issuing any revisions of the document; - Overall responsibility for promoting and encouraging sustainable travel behaviour; - Maintaining and updating the Travel Plan; - Undertaking annual reviews of the Travel Plan to monitor progress; - Organising and submitting feedback to TfGM; and - Liaising with TfGM and stakeholders as and when appropriate.

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4.4.1	How the travel plan will be managed during the pre-application/development planning phase <i>No information provided</i>
4.4.2	Dates of handovers between developers/contractors/occupiers <i>No information provided</i>
4.4.3	Succession plan for Travel Plan Coordinators at each stage of development <i>No information provided</i>
4.5	Management Strategy: Funding
4.5.1	How the Travel Plan will be funded, and the expected timescale and costs The TP will be funded by the developer and eventual occupier of the entire building.
4.6	Management Strategy: Monitoring
4.6.1	Details of how the Travel Plan will be monitored It will be monitored by annual travel surveys amongst staff.
4.6.2	Details of how long the Travel Plan will be monitored for It will be monitored for a 5 year period from the full occupation of the site. This includes an initial baseline survey in year 1 , followed by 4 years of annual surveys.

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Measures are generic initiatives that could potentially be implemented on the site. Any measures that have been selected for this travel plan are also listed as site-specific actions.

Walking

4.7.1	Mapping
	Walking route maps will be provided by the TPC showing key routes to nearby amenities and destinations (e.g. Train Stations).
4.7.2	Showers, lockers, drying facilities
	These will be provided as part of the proposals.
4.7.3	Walking groups
	The TPC will promote the benefits of creating walking groups and seek to create one for the site if there is sufficient interest.
4.7.4	National Walk to Work Week
	This will be promoted by the TPC to staff at the site.
4.7.5	Walking events
	These will be identified and be promoted by the TPC to staff at the site.

Cycling

4.7.6	Secure and covered cycle parking
	This will be provided as part of the proposals and will be accessible to all staff.
4.7.7	Cycle mapping
	This will be provided by the TPC in visible locations to staff across the site. The mapping will show key cycle routes and infrastructure surrounding the site, with details of the main routes to nearby destinations and amenities.
4.7.8	Showers, lockers, changing rooms, drying facilities
	These will be provided as part of the development.
4.7.9	National Cycle to Work Day
	This will be promoted to staff by the TPC.
4.7.10	Cycle events
	The TPC will identify and organise cycle events and promote them to staff, these will include wider local and national cycle events that staff could take part in.

Car Sharing

4.7.11	Car sharing scheme
	The TPC will identify whether there are any relevant local car sharing schemes which staff could partake in across Manchester city centre. These will be promoted to staff across the site.

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4.7.12 **Up to date public transport information**

The TPC will provide updated timetable information in locations which are accessible to all staff and visitors. Should services change, the TPC will provide updated timetables as needed.

4.7.13 **Personalised public transport information**

The TPC will provided personalised public transport information to any staff who may request it. Details of this service from the TPC will be made clear to all staff.

Car Usage

4.7.14 **Video conferencing**

Video conferencing facilities will be provided as part of the proposals (e.g. in boardrooms) to encourage virtual meetings and reduce the need to travel.

4.7.15 **Agile working**

Flexible working patterns will be encouraged across the site to reduce the need to travel where possible.

4.7.16 **Site specific travel guide**

The TPC will prepare a site-specific travel guide prior to occupation which outlines the options for sustainable travel to the site and the role of the TPC to all staff.

4.7.17 **Employee induction packs**

The TPC will prepare an employee induction pack which will be provided to all new staff (and occupiers) which outlines the various options to reach the site by sustainable modes of travel.

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4.7.18 Sustainable travel information on company website

Sustainable travel information will be provided on the website to assist people in travelling to the site.

4.7.19 Sustainable travel information in induction packs

This will be prepared by the TPC.

4.7.20 On-site Travel Information Point

The TPC will prepare a travel information point in an accessible location to all staff and visitors. This will be updated with up as required should there be any changes to timetables or there are any upcoming travel events.

4.7.21 Travel surveys

The TPC will undertake annual travel surveys of staff at the site for a total period of 5 years, covering an initial baseline survey in the year of occupation, followed by a further 4 years of surveys.

4.7.22 Sustainable travel information with hyperlinks

The TPC will prepare this an issue to all staff.

4.7.23 Links to TfGM's Journey Planner and Route Explorer

This will be provided by the TPC to all staff via the aforementioned channels e.g. induction packs and information point.

4.7.24 Links to CarShareGM

This will be provided by the TPC to all staff via the aforementioned channels e.g. induction packs and information point.

4.7.25 Highlight cycle parking/walking facilities

This will be provided by the TPC to all staff via the aforementioned channels e.g. induction packs and information point.

4.8 Action Plan

The action plan brings together all the actions identified in **section 4.7** and links them to the objectives and targets identified in **section 3**. The action plan also describes how each action will be funded, delivered and monitored based on the responses in the management strategy in **section 4.2 — 4.6**.

4.8.1

Action

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Walking route maps will be provided by key amenities and destinations (e.g. Train Stations).

Objectives

- To Encourage Travel by Active Travel Modes
- To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC

Timescale

Prior to occupation and then ongoing

Risks/Threats

There are no risks or threats.

Financial Implications

No financing is required.

Monitoring and Evaluation

As required to ensure the correct information is provided.

4.8.2

Action

These will be provided as part of the proposals.

Objectives

- To Encourage Travel by Active Travel Modes

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The developer.

Timescale

Prior to occupation.

Risks/Threats

There are no risks or threats to providing these facilities.

Financial Implications

The cost of installation and maintenance but this is not considered to be significant.

Monitoring and Evaluation

Use of these facilities will be monitored on an ongoing basis, should uptake be low the TPC will promote these facilities to staff.

4.8.3

Action

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Objectives

To Encourage Travel by Active Travel Modes

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Once the site is occupied then ongoing.

Risks/Threats

Low levels of participation.

Financial Implications

There are no significant financial implications.

Monitoring and Evaluation

This will be monitored on an annual basis, and reviewed to see if there is any participation.

4.8.4

Action

This will be promoted by the TPC to staff at the site.

Objectives

To Encourage Travel by Active Travel Modes

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats to participating in this.

Financial Implications

There is no financial implication to participating in this.

Monitoring and Evaluation

This will be monitored and evaluated on an annual basis after the event each year.

4.8.5

Action

These will be identified and be promoted by the TPC to staff at the site.

Objectives

To Encourage Travel by Active Travel Modes

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Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats to participating in these events.

Financial Implications

There are no financial implications to participating in these events.

Monitoring and Evaluation

Participation in each event will be monitored and evaluated afterwards to determine whether the event should be participated in the next year.

4.8.6

Action

This will be provided as part of the proposals and will be accessible to all staff.

Objectives

To Encourage Travel by Active Travel Modes

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The developer.

Timescale

Prior to occupation.

Risks/Threats

There are no risks or threats to providing this parking.

Financial Implications

The cost of installation and any associated maintenance.

Monitoring and Evaluation

Use of these spaces will be monitored by the TPC, if uptake is low further promotion will be done to staff of the facilities for cycle parking.

4.8.7

Action

This will be provided by the TPC in visible locations to staff across the site. The mapping will show key cycle routes and infrastructure surrounding the site, with details of the main routes to nearby destinations and amenities.

Objectives

To Encourage Travel by Active Travel Modes

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

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	Timescale Prior to occupation. Risks/Threats There are no risks or threats. Financial Implications There are no financial implications to providing this. Monitoring and Evaluation This will be monitored annually by the TPC.
4.8.8	Action These will be provided as part of the development. Objectives To Encourage Travel by Active Travel Modes Targets Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline Responsibility The developer. Timescale Prior to occupation. Risks/Threats Low uptake in the use of these facilities. Financial Implications The cost of installation and any associated maintenance. Monitoring and Evaluation The use of these facilities will be monitored by the TPC, if uptake is low then further promotion of them will be provided to staff.
4.8.9	Action This will be promoted to staff by the TPC. Objectives To Encourage Travel by Active Travel Modes Targets Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline Responsibility The TPC. Timescale

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There are no risks or threats.

Financial Implications

There are no financial implications to this.

Monitoring and Evaluation

This will be monitored and evaluated on an annual basis, following each event.

4.8.10

Action

The TPC will identify and organise cycle events and promote them to staff, these will include wider local and national cycle events that staff could take part in.

Objectives

To Encourage Travel by Active Travel Modes

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats.

Financial Implications

There are no financial implications.

Monitoring and Evaluation

Participation to these events will be monitored and evaluated following the end of each event.

4.8.11

Action

The TPC will identify whether there are any relevant local car sharing schemes which staff could partake in across Manchester city centre. These will be promoted to staff across the site.

Objectives

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

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There are no financial implications.

Monitoring and Evaluation

This will be monitored on an ongoing basis.

4.8.12

Action

The TPC will provide updated timetable information in locations which are accessible to all staff and visitors. Should services change, the TPC will provide updated timetables as needed.

Objectives

To Encourage Travel by Public Transport

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation and updated as required.

Risks/Threats

There are no risks or threats.

Financial Implications

There are no financial implications.

Monitoring and Evaluation

It will be monitored regularly to ensure that correct and updated information is provided.

4.8.13

Action

The TPC will provided personalised public transport information to any staff who may request it. Details of this service from the TPC will be made clear to all staff.

Objectives

To Encourage Travel by Public Transport

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats.

Financial Implications

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The uptake of this service will be reviewed annually and promoted should participation be low.

4.8.14

Action

Video conferencing facilities will be provided as part of the proposals (e.g. in boardrooms) to encourage virtual meetings and reduce the need to travel.

Objectives

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The developer.

Timescale

Prior to occupation.

Risks/Threats

There are no risks or threats.

Financial Implications

The cost of providing these facilities.

Monitoring and Evaluation

The use of these facilities will be monitored on an annual basis.

4.8.15

Action

Flexible working patterns will be encouraged across the site to reduce the need to travel where possible.

Objectives

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

Staff management.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats, however, this is dependent on the occupiers.

Financial Implications

There are no financial implications.

Monitoring and Evaluation

The TPC will liaise with staff management on an annual basis.

4.8.16 **Action**

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The TPC will prepare a site induction pack which outlines the options for sustainable travel to the site and the role of the TPC to all staff.

Objectives

- To Encourage Travel by Active Travel Modes
- To Encourage Travel by Public Transport
- To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC

Timescale

Prior to occupation.

Risks/Threats

There are no risks or threats.

Financial Implications

There are no financial implications aside from the costs of producing the guide.

Monitoring and Evaluation

It will be monitored following the initial occupation.

4.8.17

Action

The TPC will prepare an employee induction pack which will be provided to all new staff (and occupiers) which outlines the various options to reach the site by sustainable modes of travel.

Objectives

- To Encourage Travel by Active Travel Modes
- To Encourage Travel by Public Transport
- To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats.

Financial Implications

There are no financial implications aside from the production of these packs.

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4.8.18

Action

Sustainable travel information will be provided on the website to assist people in travelling to the site.

Objectives

To Encourage Travel by Active Travel Modes

To Encourage Travel by Public Transport

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC and on-site management

Timescale

Prior to occupation of the site.

Risks/Threats

There are no risks or threats.

Financial Implications

There are no financial implications.

Monitoring and Evaluation

The information will be monitored on a regular basis to ensure it is up to date.

4.8.19

Action

This will be prepared by the TPC.

Objectives

To Encourage Travel by Active Travel Modes

To Encourage Travel by Public Transport

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation of the site.

Risks/Threats

There are no risks or threats.

Financial Implications

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The information will be reviewed and monitored regularly to ensure it is up to date.

4.8.20

Action

The TPC will prepare a travel information point in an accessible location to all staff and visitors. This will be updated with up as required should there be any changes to timetables or there are any upcoming travel events.

Objectives

To Encourage Travel by Active Travel Modes

To Encourage Travel by Public Transport

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC and on-site management

Timescale

Prior to occupation.

Risks/Threats

That this information point is no visible.

Financial Implications

The cost of producing the information for the point (e.g. printing).

Monitoring and Evaluation

The information will be monitored and reviewed regularly to ensure it is up to date.

4.8.21

Action

The TPC will undertake annual travel surveys of staff at the site for a total period of 5 years, covering an initial baseline survey in the year of occupation, followed by a further 4 years of surveys.

Objectives

To Encourage Travel by Active Travel Modes

To Encourage Travel by Public Transport

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC, with assistance from on-site management.

Timescale

Following the first year of occupation for the baseline survey, then annually for a further 4 years.

Risks/Threats

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The potential cost of providing an incentive (e.g. prize) to encourage responses.

Monitoring and Evaluation

On an annual basis following the surveys.

4.8.22

Action

The TPC will prepare this an issue to all staff.

Objectives

To Encourage Travel by Active Travel Modes

To Encourage Travel by Public Transport

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC

Timescale

Following occupation.

Risks/Threats

There are no risks or threats aside from links being correct and up to date.

Financial Implications

There are no financial implications.

Monitoring and Evaluation

These will be monitored on a regular basis to ensure the correct links are being provided.

4.8.23

Action

This will be provided by the TPC to all staff via the aforementioned channels e.g. induction packs and information point.

Objectives

To Encourage Travel by Public Transport

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats.

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Monitoring and Evaluation

It will be monitored on an annual basis to ensure the correct version of the journey planner is being provided to staff.

4.8.24

Action

This will be provided by the TPC to all staff via the aforementioned channels e.g. induction packs and information point.

Objectives

To Reduce Travel by Single Occupancy Vehicles

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats to providing this, aside from providing outdated information.

Financial Implications

There are no financial implications.

Monitoring and Evaluation

The links will be reviewed annually to ensure the correct information on the scheme is provided to staff.

4.8.25

Action

This will be provided by the TPC to all staff via the aforementioned channels e.g. induction packs and information point.

Objectives

To Encourage Travel by Active Travel Modes

Targets

Reduce Single Occupancy Vehicle Trips by 20% of Initial Baseline

Responsibility

The TPC.

Timescale

Following occupation.

Risks/Threats

There are no risks or threats.

Financial Implications

There are no financial implications.

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5.1 Outcomes of Stage 1

5.1.1 Summarise the outcomes of the Travel Plan Introduction (Stage 1)

This Travel Plan has been prepared to discharge condition 9 relating application (reference: 135988/FO/2023) which relates to the refurbishment of existing office building to comprise elevational alterations, a single storey rooftop extension with external roof terrace (Use Class E), installation of photovoltaic panels and works to extend the pavement of Booth Street and install street furniture.

The condition is summarised below:

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

- i. the measures proposed to be taken to reduce dependency on the private car by those 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."

5.2 Outcomes of Stage 2

5.2.1 Summarise the outcomes of the Travel Plan Site Description (Stage 2)

The site is in a highly accessible location within Manchester city centre meaning that there are a vast range of options for travel by active travel modes and by public transport.

5.3 Outcomes of Stage 3

5.3.1 Summarise the outcomes of the Travel Plan Scope (Stage 3)

No information provided

5.4 Outcomes of Stage 4

5.4.1 Summarise the outcomes of the Travel Plan Delivery (Stage 4)

No information provided

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3.3.1 Summarise the desired outcomes of the travel plan

This Travel Plan meets the requirements of the condition by providing a clear and achievable strategy for reducing single occupancy car use associated with the site. Given the central location of the site and the limited car parking, it is anticipated that single occupancy car use will be low.

The measures and actions in this Travel Plan seek to build upon the existing opportunities for sustainable travel to the site whilst also reducing further the level of single occupancy vehicles.

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A.1 Site Plans

No site plans uploaded