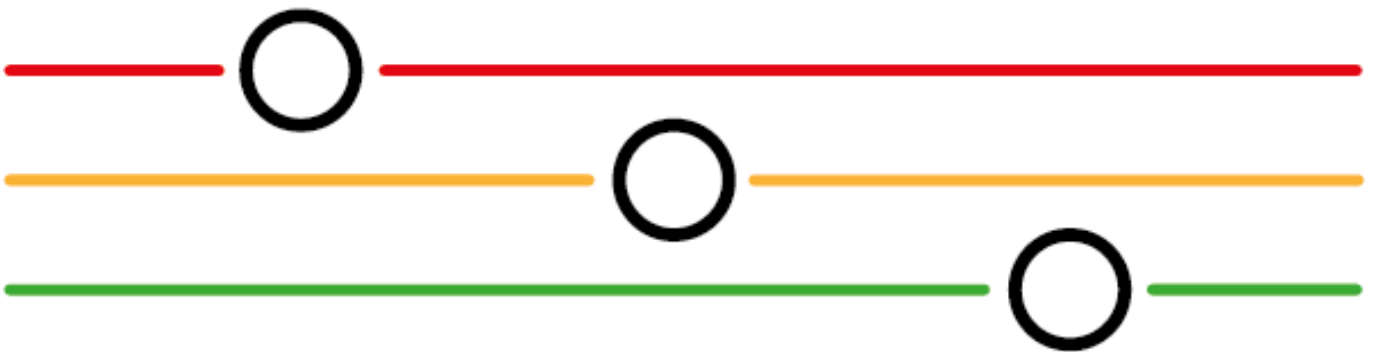




Jamia tul Muntazir

Proposed Community and Leisure Centre Redevelopment,
Sherborne Street, Manchester

Travel Plan

3704622



JUNE 2024

Report Details

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1 Introduction

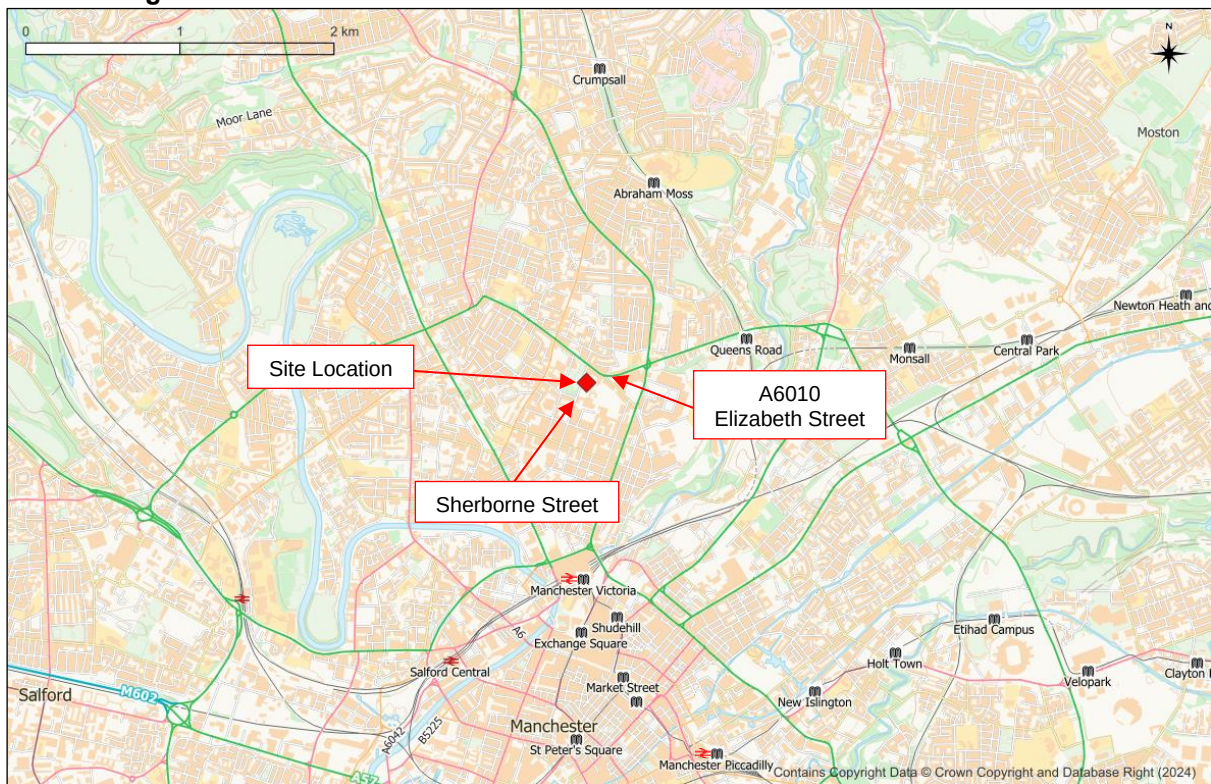
Dynamic Transport Planning Ltd is instructed by Jamia tul Muntazir to report on the anticipated highways and transportation considerations related with the proposed extension to a community centre building and the construction of a new sports hall and swimming pool, located off Sherborne Street, Manchester.

This Travel Plan (TP) has been produced to advise Manchester City Council (MCC) as the Local Planning and Highway Authority on the transport planning considerations associated with the proposed development.

The application site is currently occupied by a one-storey community centre building with access from Sherborne Street. The site represents part of the former Jewish Hospital site, which sits opposite of Cheetham Park across Sherborne Street, and approximately 3.5km to the north of Manchester City Centre.

The location of the proposed development can be seen in **Figure 1.1**:

Figure 1.1 – Site Location Plan



Access to the site will be provided by the existing access junctions off Sherborne Street along the western aspect of the site.

2 Travel Plan Background

2.1 General

A Travel Plan (TP) is an important tool for delivering sustainable access to a development. It provides a long-term strategy that seeks to deliver sustainable transport objectives through positive actions.

TPs can also support the need to promote more healthy lifestyles through increased walking and cycling opportunities. As a result, TPs form a key stage in the forward planning process and forms a live document that needs to be regularly reviewed in order to ensure its effectiveness.

2.2 Benefits of a Travel Plan

TPs can result in a variety of benefits to the occupiers of a development and the wider community, as well as address a range of issues, including:

- Reducing congestion and peak time traffic conflicts;
- Reducing energy use and harmful transport related emissions;
- Increasing Active Travel uptake;
- Tackling social exclusion and improving accessibility; and
- Facilitating improved public transport through economies of scale and transport efficiency.

2.3 Planning Policy

This TP has been developed in accordance with the Department for Transport (DfT) policy document; '*Good Practice Guidelines: Delivering Travel Plans through the Planning Process*' this document is an update to previous guidance published in response to changes in travel planning and understanding and awareness of transport contributing to global warming and affecting aspects such as health and TFGMs '*Travel Plan Toolkit*'.

The guidance document promotes the use of sustainable methods of transport, some examples of the recommended measures include:

- Giving people better information about their existing travel options;
- Marketing sustainable travel options more effectively, so they are better used; and
- Providing incentives for changing behaviour such as smart devices and smartcards.

2.3.1 National Planning Policy Framework (2023)

In 2023 the Ministry of Housing, communities and Local Government published the revised National Planning Policy Framework (NPPF) which is the latest revision of the NPPF since it was first published in 2012. The NPPF sets out the Government's planning policies for England and how the policies should be applied to a range of development types, providing a structure for localised plans to be produced.

Paragraph 108 of the latest NPPF discusses the key link between new developments and the transport network, stating that transport issues should be considered from the earliest stages of planning so that:

- *“The potential impacts of development on transport networks can be addressed;*
- *opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated;*
- *opportunities to promote walking, cycling and public transport use are identified and pursued;*
- *the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and*
- *patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.”*

The National Planning Policy Framework (NPPF) emphasises that development should be focused on locations which are or can be made sustainable through limiting the need to travel and offering a genuine choice of transport modes. Paragraph 109 notes that *“opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making.”*

NPPF states, in Paragraph 114, that the assessment of development plans should ensure that:

- *“Appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location;*
- *safe and suitable access to the site can be achieved for all users;*
- *the design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code⁴⁸; and*

- *any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree.”*

Paragraph 115 states that *“development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe”*.

It is noted in Paragraph 116 that applications for development should:

- *“Give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;*
- *Address the needs of people with disabilities and reduced mobility in relation to all modes of transport;*
- *Create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;*
- *Allow for the efficient delivery of goods, and access by service and emergency vehicles; and*
- *Be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.”*

Furthermore, Paragraph 117 states that all developments that generate significant amounts of movement should be required to provide a Travel Plan, supported by a Transport Statement or Transport Assessment.

2.4 Local Policy

2.4.1 Manchester Core Strategy Development Plan

The Manchester Core Strategy (MCS) was adopted in July 2012 and most recently updated in March 2024, establishing the key strategic policies and framework for Manchester's future development.

Section 4 of the MCS discusses MCC's core vision strategy which includes:

- Meeting the challenge of climate change, by continuing to deliver sustainable development and more effective green infrastructure;
- Provide thriving district centres that offer a good range of accessible public services, retail and other facilities; and
- A city which is supported by sustainable and efficient transport networks.

Section 5 of the NCS outlines the Spatial Objectives for the region, where SO5 specifically addresses the promotion of an improved sustainable network:

"Improve the physical connectivity of the city, through sustainable transport networks, to enhance its functioning and competitiveness and provide access to jobs, education, services, retail, leisure and recreation."

Policy T1 'Sustainable Transport' discusses that to "deliver a sustainable, high quality, integrated transport system to encourage modal shift away from private car to public transport, cycling and walking..." MCC will priorities the needs of pedestrians, cyclists, and public transport users above all other traffic. Policy T2 relates to the spatial needs of communities, where providing good access to jobs and training opportunities, education, housing, leisure, and retail have positive impacts on the population and economy.

Policy T2 also requires all major planning applications to provide a proportionate 'Traffic Impact Assessment' and a Travel Plan.

2.4.2 Places for Everyone (2022 – 2039)

The Places for Everyone Joint Development Plan (JDP) is a joint policy document covering Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Tameside and Wigan. Supported by the Greater Manchester Transport Strategy, the JDP, adopted in March 2024, aims to *"create the conditions for inclusive economic growth, provide opportunities for housing while protecting and enhancing the natural environment"*.

The JDP sets out how sustainable development will be achieved during the plan period, including:

- Setting out specific requirements for new developments;
- Policies to inform the preparation and determination of planning applications;

- Identifying important environmental assets;
- Supporting the delivery of key infrastructure; and
- Defining new Green Belt boundaries throughout the nine boroughs.

Within the JDP, 'Connected Place' discusses the transport network, where in order to help deliver an accessible, low carbon Greater Manchester, the council's will support a range of measures including:

- Delivery infrastructure that minimises the need to travel and the distance travelled between housing, employment, education, retail and leisure;
- Locating and designing development that encourages a significant increase in the proportion of trips undertaken by non-car modes; and
- Transforming transport infrastructure.

The JDP also requires planning applications to be accompanied by a suitable Transport Statement/Assessment and/or Travel plan (where appropriate) to assess the impacts of the proposals.

2.4.3 Greater Manchester Transport Strategy 2040

The latest revision of the Greater Manchester Transport Strategy (GMTS) was produced by TfGM in 2021, to support the vision of making Greater Manchester *“one of the best places in the world to grow up, get on and grow old”*. The GMTS highlights that transport is crucial in supporting sustainable growth in the region.

The GMTS outlines four key elements to achieving the overall vision:

- Supporting sustainable economic growth;
- Protecting our environment;
- Improving quality of life for all; and
- Developing an innovative city-region.

TfGM and local planning theories will work with developers to better integrate transport and new development in accordance with the principles of:

- Reducing the need to travel particularly by car;
- Maximising accessibility by sustainable modes;
- Making the best use of existing infrastructure, particularly through increasing the density of development close to public nodes;
- Maximising opportunities to provide additional public transport; and

- Designing to encourage active travel.

Part 2 of the GMTS outlines the Policies set out by TfGM to achieve the aforementioned goals, by working with partners to ensure that mobility solutions, including car clubs, cycle hire, and other forms of shared transport are available and fully integrated into the Greater Manchester transport network.

Policy 4 discusses working with developers to ensure that new developments are accessible by sustainable modes, and to reduce transport emissions and impacts on the highway network. As part of Policy 20, TfGM will work with developers and partners to ensure all streets are welcoming and safe spaces for all people, enabling more active travel.

In Policy 16 the GMTS aims to work with partners and developers to support a rapid transition towards low emissions vehicles in Greater Manchester.

3 Site Overview

3.1 Existing Conditions

The application site currently comprises a one-storey community centre building, which a partially constructed extension, part of the former Jewish Hospital site. The site is located approximately 2km north of Manchester City Centre, in the residential area of Cheetham Hill.

The existing building on site has an approximate Gross Floor Area (GFA) of 420m². The site is bounded by St Davids Close to the north, with a car parking area associated with St Davids Close to the east. Mixed-commercial developments and areas of vacant brownfield land are located to the south of the site, with Sherborne Street along the western aspect of the site.

The wider area surrounding the site largely comprises commercial units to the south and east, with Cheetham park to the west and the A60610 Elizabeth Street to the north. The A6010 forms part of the Manchester Intermediate Ring Road, which meets with Sherborne Street via a priority-controlled junction to the north of the site.

Vehicular access to the site is provided via a crossover junction off Sherborne Street, along the western aspect of the site. A pedestrian access gate is also located along off Sherborne Street. Two additional crossover junctions and a further pedestrian access gate are provided along the western aspect of the site, which are currently closed off.

3.2 Surrounding Highway Network

3.2.1 Sherborne Street

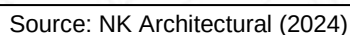
Sherborne Street is formed of a single carriageway which runs in a north-east/south-west orientation along the site's frontage. To the north of the site the road connects to the A6010 Elizabeth Street via a priority-controlled junction. To the south, Sherborne Street intersects with A56 Bury New Road at a priority-controlled crossroad junction.

Within the vicinity of the site, Sherborne Street has an approximate width of 7m and is subject to a 30mph speed limit. The road is supported by street-lighting along its length and features double yellow parking restrictions on the eastern side of the carriageway in the vicinity of the site access. Double-yellow line restrictions are in place on both sides of the carriageway in the vicinity of the Sherbourne Street junction with A6010 Elizabeth Street.

3.3 Proposed Development

The proposed Sports Hall and Swimming Pool will be located to the east of the community centre building, with an approximate GFA of 720m² and 400m², respectively. The development will also be supported by on-site catering provision, together with outdoor seating and patio areas.

Figure 3.1 – Proposed Site Layout Plan



3.4 Access & Parking Provision

As part of the proposals the existing access point will be retained to serve the development. The two junctions to the north-west of the existing community centre building will be used for access and egress of the associated car parking provision. The southernmost access point will allow access for delivery and servicing only.

The proposals include a total of 54 parking spaces, located to the northern corner of the site, which will be also enhanced by the site's proximity to unrestricted on-street parking provision within the surrounding side-streets. The development will be supported by 45 standard parking spaces, with five bays to a mobility impaired standard and four Electric Vehicle (EV) charging bays. Cycle parking will also be provided in the form of 12 Sheffield cycle stands, with the capacity of 24 pedal cycles for both staff and visitor use.

The proposed parking provision provides a betterment to the current approved development on site, where no formal parking provision is provided.

4 Access by Non-Car Modes

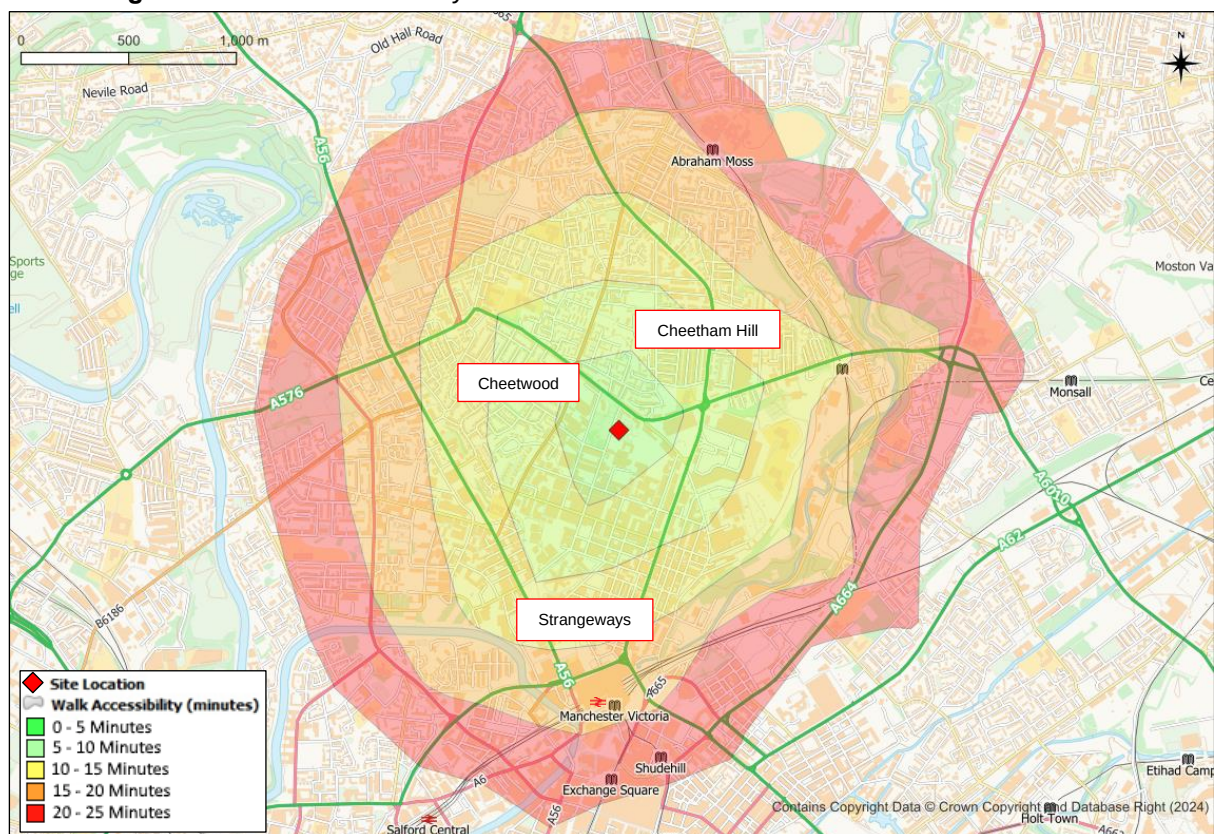
4.1 General

The location of the proposed community centre extension offers the potential for staff and visitors to access the site by sustainable modes of transport other than the private car. The opportunities for accessing the proposed development by sustainable modes are discussed in more detail below.

4.2 Pedestrian Access

Relevant guidance provided in Manual for Streets (MfS) states that walking offers the greatest potential to replace short car trips, particularly those under 2km. A walk accessibility plan is provided at **Figure 4.1** highlights the accessible walking area within approximately 2km of the site, equivalent to around 25 minutes' walk.

Figure 4.1 - Walk Accessibility Plan



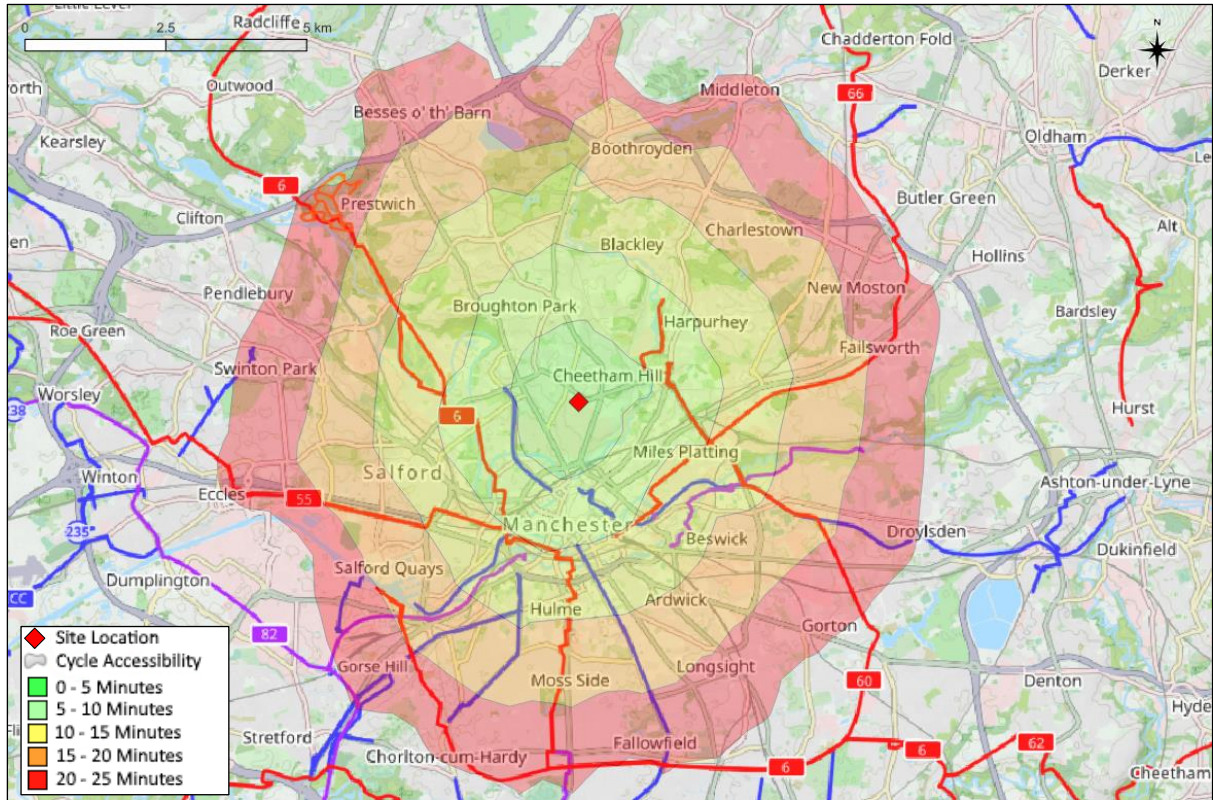
The plan indicates that portions of the residential areas of Cheetwood and Cheetham Hill, including Manchester Fort Shopping Park, are accessible within a 10-minute walking distance of the site. The areas of Strangeways and Higher Broughton are located within a 25-minute walking distance of the site, which also includes Manchester Victoria Railway Station and the Metrolink stops at Queen's Road, Victoria and Shudehill.

Existing pedestrian infrastructure within the vicinity of the site and surrounding residential and commercial areas also work to enhance pedestrian access to the site.

4.3 Cycle Access

It is widely recognised that cycling has the potential to substitute shorter car journeys for work purposes. The areas reachable within around a 25-minute cycle journey are identified at **Figure 4.2**:

Figure 4.2 - Cycle Accessibility Plan



The above plan indicates the residential areas of Charlestown, Crumpsall and Harpurhey, are located within a 10-minute cycle journey of the site. A significant portion of Manchester City Centre, including Salford Central Railway Station and multiple Metrolink stops, are also accessible within a 10-minute cycle journey.

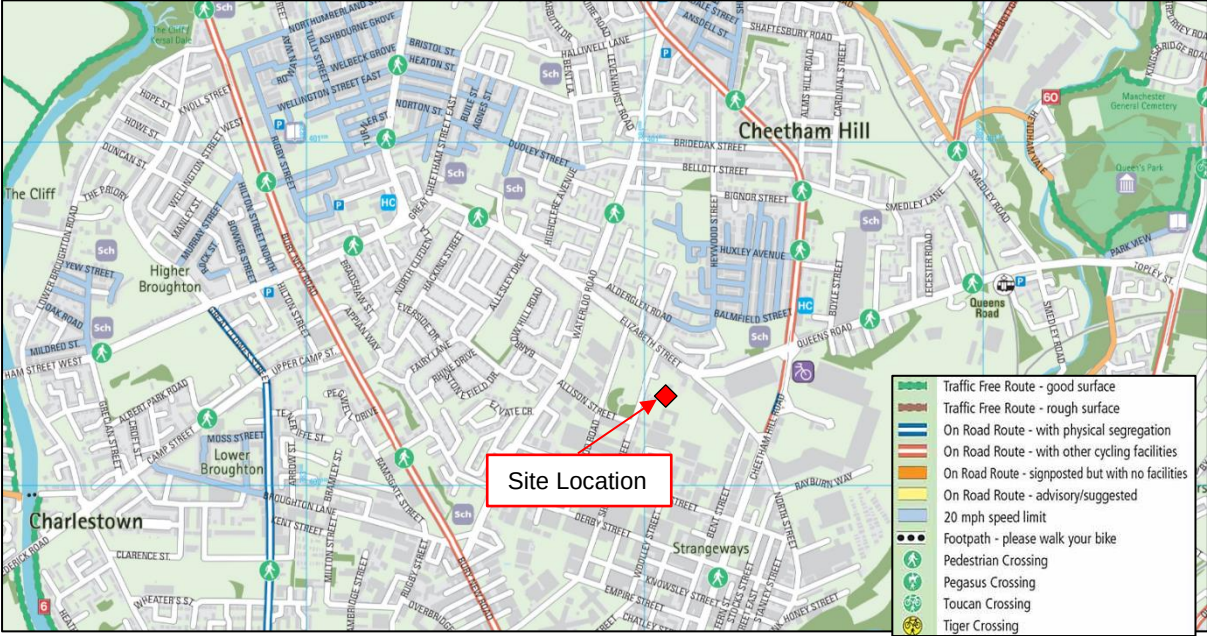
The significant portions of the Manchester and Salford city areas are located within a 25-minute journey of the site, encompassing numerous residential areas including Withington, Seedley and Clayton. Other settlements including the towns of Prestwich, Pendlebury and Failsworth, are also located within the cycle catchment area.

National Cycle Network (NCN) Routes 6 and 60 are located within a 10-minute cycle journey to the east and west of the site, respectively. Both routes provide mixed on-road and off-road provision within the relative vicinity of the site.

Route 6 provides connection between Manchester City Centre and Prestwich, with additional links provided to Eccles to the west of the catchment via NCN Route 55. Route 60 provides connection between Salford Quays to the south-west and the residential areas to the north-east of the site, with additional connection to Manchester City Centre provided via NCN Route 66.

The Manchester Local Cycle Map shown in **Figure 4.3** indicates the provision of local on-road cycle routes to the east and west of the site along Cheetham Hill Road and Bury New Road, respectively. The cycle link along Bury New Road provides connection between Prestwich to the north-west of the site and the outer-edge of Manchester City Centre, with Cheetham Hill linking to the local residential areas to the north.

Figure 4.3 – Manchester Local Cycle Map



Source: TfGM

Access by bike will be further encouraged by the provision of cycle parking facilities which will be available for staff and visitors.

4.4 Public Transport Access

4.4.1 Bus

The nearest bus stops are located approximately 260m west of the site along the B6180 Waterloo Road, equivalent to a four-minute walking journey. The stops are supported by a flagpole, time-table information and a bus shelter.

A summary of the bus routes which operate from these bus stops are provided in **Table 4.1**:

Table 4.1: Bus Service Summary

Service	Route Description	Frequency Weekdays
59	Manchester - Oldham	5 – 10 minutes

Source: Traveline

The table above demonstrates that a frequent bus service is accessible within a five-minute walking journey of the site, providing access to Manchester City Centre and Oldham. Therefore, local bus services offer opportunities, particularly for staff, to travel to the site by bus.

4.4.2 Rail & Light Rail

The nearest Manchester Metrolink stop to the site is Queens Road, located around 1km to the north-east of the site, equivalent to a 17-minute walking journey. The station sits on the 'green' and 'yellow' Metrolink lines, between Bury – Altrincham and Bury – Piccadilly, respectively.

The station sits on the Bury line which runs between Manchester City Centre and Bury, making use of the former Altrincham Railway Line. Metrolink runs services approximately every 12-minutes on this line during peak hours, Monday to Saturday.

Manchester Victoria Railway Station is situated approximately 1.3km south of the site, equivalent to a 23-minute walking or five-minute cycling journey. The station is on the Caldervale Line and provides frequent services operated by Northern Trains and Transpennine Express to destinations including Manchester, Leeds, Wigan, Blackburn and Chester.

4.5 Accessibility Summary

Overall, it can be summarised that the site offers good potential for staff and visitor journeys to be undertaken by modes other than car. As the proposed community centre will cater for the local community, it is also anticipated that the majority of staff and visitors would arrive by foot.

5 Travel Plan Targets

5.1 General

This TP will promote a combination of measures aimed at encouraging staff and visitors to travel by sustainable modes of transport whilst discouraging travel by car, particularly single occupancy car journeys.

5.2 Objectives

The objectives for this TP are outlined below and form the basis for setting reasonable timescales to implement measures to provide a successful TP:

- To provide incentives and/or disincentives for users of a development to reduce the need to travel by non-sustainable modes of such as alone by car to and from the site;
- To contain a package of measures to encourage alternative and more sustainable means of transport (such as bus, train, bicycle, walking, powered two wheelers and car sharing and car clubs) to a development;
- Promote healthy lifestyles and sustainable, vibrant communities; and
- To consider all the journeys that may be made to and from a site by anyone who may have a need to visit or stay there.

5.3 Timescales

TPs are evolving documents that need to remain adaptable to changing working practices and local conditions. Unless specified, the TP for a site is usually operational for a minimum of five years, which allows targets to be implemented over three timescales to adjust the targets for a site, although a TP requires commitment from occupiers and partners and is not simply means of securing planning permission.

Therefore, the TPs targets are given over three timescales:

- Short-term (within one year of the implementation of the TP);
- Medium-term (within three years of the implementation of the TP); and
- Long-term (within five years of the implementation of the TP).

These timescales allow two types of targets to be developed as part of the TP process. These are Aims, which consider modal share and Actions which are non-quantifiable and represent milestones.

5.4 Aims

Travel surveys will be carried out to establish the travel patterns of staff and visitor based across the development site within twelve months of the site becoming operational. In order to achieve the prime objectives of the TP, the analysed travel survey questionnaire results will be used to set updated and realistic short term annual targets for modal share based on the surveyed travel patterns.

The survey will also provide information as to the reasons why some modes of transport are preferred over others. This gives an indication of what measures will be required and realistic targets that can be set.

The setting of targets is essential to ensure that the objectives of the travel plan are met. The key targets will need to be realistic and achievable, therefore, they will be subject to agreement with MCC following a detailed review of the initial staff travel surveys.

Until such time that the employee travel to work survey is undertaken and the data is processed, initial targets for the site will be set utilising travel to work data from the 2011 UK national Census for the local area. The site is located within the area of Manchester 058 MSOA covering the site and surrounding residential area, which has been used to generate targets for staff based on-site until surveys are carried out. The survey structure and contents will be defined by the TPC and agreed in advance with MCC.

Travel Plan guidance asks for Travel Plans to provide SMART targets which are achievable and realistic. The targets have been set below in relation to the current census whilst also taking into account the national average of journey to work choices.

The mode share split for persons travelling to work, excluding those who are currently not in employment and work from home, are as follows:

Table 5.1 – Initial Travel Targets

Mode of Travel	Current Census JTW (%)	Target Change (%)
Light rail or tram	1.00	+ 0.5
Train	1.20	-
Bus, minibus or coach	22.4	+ 0.5
Taxi	0.60	-
Motorcycle/scooter/moped	0.00	-
Driving a car or van	36.1	- 5.0
Passenger in a car or van	2.50	+ 1.5
Bicycle	1.50	+ 2.0
On foot	34.0	+ 0.5
Other method of travel to work	0.70	-

Source: 2011 Census Data

The targets will be in place for the duration of the TP (five years) and are only provided as a guideline until the site is occupied and surveys are carried out.

Following the initial surveys and dependent upon the results, if these targets are exceeded then the targets will be revised accordingly to further encourage a reduction in single occupancy car travel and an increase for sustainable modes of transport.

A monitoring framework involving the completion of travel surveys at regular intervals will be agreed. These are envisaged to occur annually over a five-year period following full occupation of the development.

6.1 Actions

The initial milestone target will be to ensure that all staff receive a TP information pack before commencing employment at the development site and all information will be available on public notice boards, to ensure they are aware of the travel options available to them, as well as allowing staff and visitors to make an informed decision on their mode of travel to work.

7 Implementation of the Travel Plan

7.1 Travel Plan Co-ordinator

The implementation and supervision of a successful TP will involve commitment to the plan by senior management and administered by a Travel Plan Co-ordinator (TPC).

Overall responsibility for the TP will rest with a suitable person or people located full-time on-site or by a management company for the buildings, who will provide a key role in delivering a successful TP. The contact details of the appointed TPC(s) will be issued to MCC once the position has been confirmed.

The TPC will be responsible for setting up and launching the Travel Plan in accordance with the following schedule:

- Ensure that relevant information is provided to users for the Travel Plan, and that information is kept up-to-date and is visible on notice boards;
- Set travel plan targets in consultation with MCC;
- Undertake annual surveys of staff and visitor travel patterns;
- Update MCC annually;
- Promote and encourage the use of travel modes other than the car, including publicity events and ensure that information is kept up-to-date;
- Maintain a database of relevant contacts associated with the TP; and
- Approach local businesses and clubs to negotiate discounts/arrange joint ventures.

Once results are reviewed by the steering group, a comprehensive review of the TP will commence, where revisions will be proposed to continue sustainable travel at the development site.

7.2 Funding

Initial funding will be allocated for the launch and implementation of the TP, whilst an annual budget will be set for the day-to-day operation of the plan, including monitoring and reviewing.

The TP will be funded by the developer and the funding stream will allow the TP to operate for five years.

8 Travel Plan Measures

8.1 General

A successful and cost-effective travel plan is one that implements measures that are relevant and realistic to the development, which means that consultation with tenants is crucial to achieving support for the development of the TP and the measures contained within the document.

The measures that will be promoted by the TPC are outlined below and will be implemented with assistance from MCC.

8.2 Travel Awareness

Good accurate information on the range of services and travel initiatives available at the site will be a critical element of a successful TP. The TPC will make new employees aware of the existence of the TP and issue a welcome pack on appointment of their position at the development site. Any parking management policies will be explained to members of staff during the recruitment process.

The welcome pack should include the following:

- Information about the health benefits of walking and cycling;
- A map showing local cycle routes;
- Bus timetables of existing local services from nearby bus stops, including routes;
- Information about car-sharing; and
- Local taxi firms and telephone numbers in case of an emergency.

Travel information boards should be placed in staff and public common areas, with copies of the same information being available in a welcome pack. Any changes to the TP or any of the relevant information included within the welcome pack will be updated and publicised on the travel information boards.

National events, such as Change for Life, Walk to Work Week, Bike Week and European Mobility Week will be promoted to encourage travel by sustainable modes.

8.3 Walking

The TPC will encourage walking as a mode of travel to site by implementing the following initiatives:

- Raise awareness of the health benefits of walking through promotional material;
- Encourage use of the Bee Network websites advice and support to increase walking habits (<https://beeactive.tfgm.com/walking/>); and

- The promotion of online journey planners, such as Google Maps and TfGM's Bee Network (<https://tfgm.com/plan-a-journey>).

Employees at the development will be encouraged to join health programmes that are widely available and aimed at encouraging individuals to get active and improve their levels of fitness, as well as being involved in events, such as 'Walk to Work' week, 'Walk4Life' and 'The 10,000 steps challenge'. More information can be found on the NHS website (www.nhs.uk).

8.4 Cycling

The TPC will encourage cycling as an alternative mode of travel to site by implementing the following initiatives:

- Promote the availability of cycling information, including route maps and useful tips and guidance, on the Sustrans website and the Council's website;
- Encourage use of the Bee Network cycle hub memberships, bike libraries, cycle training, bike repairs and other resources (<https://beeactive.tfgm.com/cycling/>)
- Ensure that adequate cycle parking provision is being offered and arrange for additional installations to be carried out if demand is sufficient; and
- Ensure that up-to-date information is available regarding cycle routes and other facilities for cyclists in the vicinity of the site through liaison with the cycling officer at the Council.

8.5 Public Transport Information

The use of public transport is encouraged as a mode of travel to site with the following initiatives:

- Provide up-to-date public transport information, including available route maps and timetables, with staff welcome packs and on travel information boards;
- Provide details of local taxi companies in case of an emergency;
- Encourage the use of bus and train smart device applications, including the Bee Network app, for live timetables, travel alters, tickets and passes; and
- Provide details of the websites and telephone advice services to obtain details of their individual journey requirements, including Traveline (<https://www.traveline.info>) and TfGM's website (<https://tfgm.com/>).

Travel Packs will also point towards the bus timetable information available on mobile phones. The smartphone app produced by Traveline offers public transport information, including journey planning on your mobile. The YourNextBuses mobile internet site also allows users to check the live bus times from a specific stop.

8.6 Accessibility

Access to the development site and the operation of the site parking provisions are detailed within the submitted TS and in **Chapter 3** of this TP.

To allow safe and easy access to all users of the site, level access (i.e. no steps up and into the building) have been ensured, with lifts provided where necessary to facilitate access to the development throughout the development site. All parking bays for mobility impaired users are situated close to the main entrance of the building. Dropped kerb crossing points, supported by tactile paving are provided at crossing points within the vicinity of the development.

8.7 Personalised Journey Planners

Targeting individual journeys can be the most effective way of reducing car travel and encouraging use of sustainable modes. This initiative is most effective for those who currently travel by car and have no constraints to travel by sustainable modes.

The personalised journey planners could include:

- Maps showing the location of the correct bus stops to use at either end of the journey along with the accompanying walk route to their origin and destination;
- Details of how and where to buy tickets, including the current cost for travel; and
- Timetable information for public transport services used on their journey.

8.8 Car Sharing Scheme

To promote car sharing across the development the TPC should:

- Consider setting up an in-house car sharing database for staff and/or encourage site staff to sign up to LiftShare – Greater Manchester which is a free car sharing service working with TfGM specifically for those living in and around the Manchester area. (<https://liftshare.com/uk/community/tfgm>); and
- Promote car share initiatives to allow potential car sharers to meet before committing to sharing with someone they previously did not know.

9 Travel Plan Monitoring

9.1 General

A successful TP must have in place an effective monitoring and review process to ensure that the TP is compliant and assess the effectiveness of the measures and provide the opportunity for review.

9.2 Monitoring

The TPC will monitor travel patterns associated with the site on a regular basis for the first five years upon opening of the development site, or as agreed.

The monitoring of the plan is important for the following reasons:

- It will demonstrate to LPA the effectiveness of the measures implemented and the progress being made towards the aims and objectives of the travel plan;
- It justifies the commitment of the TPC and of other resources;
- It maintains support for the TP by reporting successes; and
- It helps to identify any deficiencies within the TP, including any measures that are not effective.

Questionnaires will be distributed to all staff/visitors to monitor travel to and from the site and gain an understanding of travel habits and can be used to monitor the number of staff and visitors walking, cycling, travelling by car and public transport to the site. The results will be used to provide a comparison with the initial mode share targets identified in **Chapter 5** and updated accordingly, if required.

The TPC will agree the monitoring programme at the site to ensure that the monitoring procedures are appropriate. The TPC will maintain a monitoring table of progress to key TP targets based on the results of the travel surveys.

9.3 Reviewing

The TPC will undertake a review of the TP following the results of each monitoring stage. This review will be important in assessing the effectiveness of the measures implemented and to identify areas where modification may be necessary.

The TPC will compare the mode share statistics obtained from the annual monitoring to the targets set for the development. The TPC may choose to revise these targets, with agreement with the local authority to maintain a realistic goal for the aims and objectives of the TP.

10 Action Plan

The measures summarised in this document will be implemented in order to target specific objectives of the TP within defined timescales.

The action plan below provides a list of actions and related timescales for the TP, from its initial setup through to the monitoring and reviewing of the document for its duration:

Action	Target	Timescale	Cost
Initial Setup of Travel Plan			
Travel Plan Coordinator	Appoint Travel Plan Coordinator	As soon as possible	N/A
Setup Travel Plan Database	Open a working file for the TP	As soon as possible	N/A
Exchange details throughout the development site	Provide phone number and email address details to the Travel Plan Officer(s)	As soon as possible	N/A
Objectives			
To reduce the number of single car occupancy vehicles travelling to the site	Implement a Travel Plan	As soon as possible and for agreed duration	Possible printing costs
	Provide priority car parking spaces for disabled users and EVs	Complete	
	Promote car sharing to the site	Upon opening of the building and in perpetuity	Possible costs for printing posters
Promote travelling to/from the site by walking, cycling and public transport	Provide secure cycle parking	Complete	
	Review adequacy of cycle provision	Ongoing with formal annual review	N/A unless further cycle stands required
	Provide information on public transport within the vicinity of the development site	On appointment of the TPC	Possible cost for printing leaflets
	Provide information on the health benefits of walking and cycling	On appointment of the TPC	Possible cost for printing leaflets

Monitoring and Reviewing			
Issue and analyse travel surveys to all users on the site	-	Within 3 months of the site being fully occupied and annually	Cost for surveys
Submit progress report. Update/modify TP where appropriate	-	Report to be issued within a month of survey analysis being completed and annually	N/A
Issue progress update to all users	-	Within 3 months of survey analysis being completed	N/A

It should be noted that whilst the majority of the actions listed above are the responsibility of the TPC, in conjunction with support from the management on-site, some actions will require being carried out during the construction period and costs are subject to confirmation at the time of launch.