

Hammerstone Road Depot Travel Plan

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Plan 068065-CUR-XX-XX-G-TP-06003 – Accessibility – Pedestrian Catchment Plan

Plan 068065-CUR-XX-XX-G-TP-06004 – Accessibility – Cycle Catchment Plan

Plan 068065-CUR-XX-XX-G-TP-06005 – Accessibility – Public Transport Plan

Appendices

Appendix A – Approved Site Layout

Appendix B – Example Travel Survey

1.0 Introduction

1.1 Background

- 1.1.1 Curtins has been appointed by Manchester City Council (MCC) to provide transport and highways advice in relation to the rationalisation of two depot sites at the Hammerstone Road depot.
- 1.1.2 The consolidation of MCC services would largely retain the existing services at Hammerstone Road, whilst also housing a number of services that are currently undertaken at the Hooper Street Depot, which is located approximately 3km to the west of Hammerstone Road and will continue to operate.
- 1.1.3 The approved site layout is provided in **Appendix A**.

1.2 What is a Travel Plan?

- 1.2.1 A Travel Plan (TP) is defined¹ as:

“A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed.”

- 1.2.2 In essence, a TP is intended to encourage people to choose alternative transport modes over single occupancy car use and, where possible, reduce the need to travel at all. Such a plan should include a range of measures designed to achieve this goal.

1.3 Purpose of the Report

- 1.3.1 In December 2021, MCC was granted planning permission for the development with the following planning description, subject to conditions (reference: 130127/VO/2021):

“CITY COUNCIL DEVELOPMENT: Refurbishment and reconfiguration of the existing loco shed to include office, storage, and workshop accommodation; demolition of existing ancillary buildings; erection of a new gatehouse; reconfiguration of existing parking areas; creation of a 'Winter Maintenance' area including a commercial vehicle parking garage with associated office & welfare accommodation and a grit/salt storage barn; creation of vehicle wash-down area; refurbishment of the existing vehicle refuelling area; and restoration and enhancement of the memorial garden.”

- 1.3.2 The conditions included Condition 10 which stated:

¹ Department for Levelling Up, Housing and Communities (2023). National Planning Policy Framework [Online]. Available at <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

“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 [attending or] employed in the development*
- ii. a commitment to surveying the travel patterns of staff during the first three months of use of the development 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 use of the development, a revised Travel Plan which takes into account the information about travel patterns gathered pursuant to item (ii) above shall be submitted to and approved 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.”

- 1.3.3 This Travel Plan has been prepared to fulfil the first stage of discharging Condition 10.
- 1.3.4 MCC expects that the offices will be fully occupied by 29th April 2024, at which point a travel survey will be undertaken and a revised Full Travel Plan will be prepared to complete the discharging of Condition 10.
- 1.3.5 The teams moving from Hooper Street will be doing so slightly ahead of or upon completion of the full construction project in mid-2025, so these staff members will not be included within the initial travel survey.
- 1.3.6 A Travel Plan (TP) 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.
- 1.3.7 Transport for Greater Manchester (TfGM)² 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, stating that a TP should achieve:

² Transport for Greater Manchester (2013). Transport for Sustainable Communities: A Guide for Developers [Online]. Available at: https://assets.ctfassets.net/nv7y93idf4jq/4WYTBsva9O42aqqYISGQ42/0294b2b3811a6907a7d323572a80058e/12-1386_Transport-for-sustainable-communities.pdf

- *“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.”*

1.3.8 This document has been written in accordance with the above statements and with reference to the following key documents:

- National Planning Policy Framework, DLUHC, 2023; and
- National Planning Practice Guidance, DCLG (now DLUHC), 2014.

1.4 Structure of the Report

1.4.1 Following this introductory section, **Section 2** of the report provides background information on the benefits which can be derived from a successful Travel Plan.

1.4.2 **Section 3** describes the existing situation and surrounding area, including the local highway layout; and **Section 4** provides a summary of the development proposals.

1.4.3 **Section 5** assesses the accessibility of the site by sustainable modes of transport, including walking, cycling and public transport.

1.4.4 **Section 6** sets out key aims and objectives for the Travel Plan process and outlines various initiatives that will be considered to encourage maximum uptake in sustainable modes of travel.

1.4.5 **Section 7** outlines the strategy for Travel Plan targets.

1.4.6 **Section 8** provides details on the monitoring and review process, responsibility and management of the document, and the appointment of a Travel Plan Coordinator (TPC) as the Travel Plan progresses.

1.4.1 **Section 9** concludes the report by providing an Action Plan that summarises the key actions to be completed as part of the travel planning process.

2.0 Travel Plan Benefits

2.1 Introduction

2.1.1 The benefits from a TP can be categorised under the following main headings:

- Environmental Benefits;
- Health Benefits;
- Financial Benefits; and
- Social Benefits.

2.1.2 This section explores just some of the improvements that can be made during a successful Travel Planning process.

2.1.3 Most car journeys are within cycling distance, and many could be walked³. If some of these trips shifted to walking and cycling there would be a significant environmental, health, financial, social, and mutual benefits. **Figure 2.1** illustrates people's willingness to switch from car to other modes for journeys under 2 miles / 3.2km⁴:

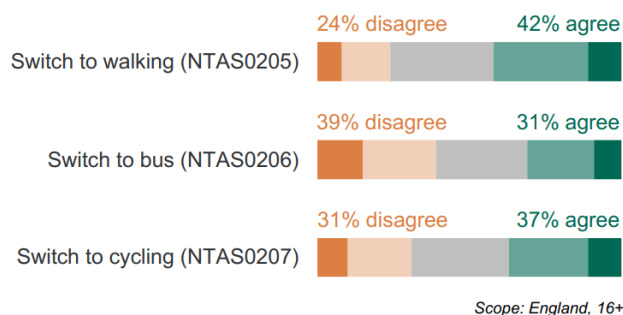


Figure 2.1 – Willingness to Switch Mode of Travel

³ Department for Transport. Dataset NTSQ01019 and NTSQ01018 of the National Travel Survey [Online]. Available at: <https://www.gov.uk/government/statistical-data-sets/ad-hoc-national-travel-survey-analysis>

⁴ Department for Transport (2019). National Travel Attitudes Study (NTAS) 2019: Wave 1 Report [Online]. Available at: <https://www.gov.uk/government/statistics/national-travel-attitudes-study-ntas-2019-wave-1>

2.1.4 **Figure 2.2** illustrates some of the benefits of walking, wheeling, and cycling in Greater Manchester⁵.



Figure 2.2 – Benefits of Active Travel for Greater Manchester

2.1.5 Within Greater Manchester, traffic is responsible for 65% of dangerous emissions linked to the early deaths of thousands and traffic congestion has a £1.3 billion cost to businesses in every year⁶.

2.2 Environmental Benefits

2.2.1 The climate emergency is a global issue that affects all nations.

2.2.2 Transport has been the UK's largest emitting sector since 2016, accounting for 27% of all territorial greenhouse gas emissions in 2019, almost entirely through carbon dioxide emissions⁷. The main source of emissions from this sector is the use of petrol and diesel in road transport, particularly for passenger cars. Transport has historically failed to reduce emissions as fast as other sectors; emissions from the sector fell by 5% between 1990 and 2019. This is due to the increased length of journeys, a shift towards larger vehicles, and the relative cost of motoring falling 15% in 20 years while rail and bus / coach fares have increased by over 20% and 40%, respectively⁸.

Sustrans and TfGM (2022). Greater Manchester Walking and Cycling Index 2021 [Online]. Available at: <https://www.sustrans.org.uk/media/10485/greater-manchester-walking-and-cycling-index-2021.pdf>

⁶ Mayor of Greater Manchester, Greater Manchester Combined Authority and TfGM (2018). A Greater Manchester Congestion Deal [Online]. Available at: https://assets.ctfassets.net/nv7y93idf4jq/1JkCTKjf3Gg4cCG6SMOQil/4de8eb327adb2c8fecfd2a654c6ce24c9/17-1821_GM_Congestion_Deal_2018_Final.pdf

⁷ Department for Business, Energy & Industrial Strategy (2021). 2019 UK Greenhouse Gas Emissions, Final Figures [Online]. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/957887/2019_Final_greenhouse_gas_emissions_statistical_release.pdf

⁸ Manchester Climate Change Agency (2022). Manchester Climate Change Framework: 2022 Update [Online]. Available at: <https://www.manchesterclimate.com/sites/default/files/2022%20Update%20of%20the%20Manchester%20Climate%20Change%20Framework%20%282020-25%29%20AA.pdf>

- 2.2.3 The introduction of capped £2 single fares in Greater Manchester in September 2021, reduced fares by an average of 17%⁹ – indicating singles were previously approximately £2.41. Together with the above, this indicates single fares in Greater Manchester were roughly £1.72 20 years prior, and that the new fare offer has gone some way in mitigating the increase. Bus patronage increased by approximately 10% between September and November 2022, likely offset by a slight decrease in car travel.
- 2.2.4 Greater Manchester is one of the most polluted areas of the UK and was one of the few regions to exceed legal limits during COVID-19 lockdowns with NO₂ levels 4.5 times higher than World Health Organisation (WHO) guidelines¹⁰.
- 2.2.5 More than 97% of addresses in the UK exceed World Health Organisation limits for at least one of three key pollutants, while 70% of addresses breach WHO limits for all three¹¹. Salford, Manchester, Stockport, and Oldham within Greater Manchester are among the 10 most polluted areas nationwide.
- 2.2.6 How people travel will therefore play a key role in the UK's carbon reduction agenda as follows. On a national scale, the UK Government¹² has pledged to play its part in reducing emissions which are harmful to the earth by setting carbon reduction targets:

"It is the duty of the Secretary of State to ensure that the net UK carbon account for the year 2050 is at least 100% lower than the 1990 baseline."

- 2.2.7 A coordinated Clean Air Plan (CAP) is being developed by all 10 local authorities in Greater Manchester to tackle air pollution, and in particular, nitrogen dioxide (NO₂) exceedances. Several measures have been proposed to help reduce roadside NO₂ levels as effectively as possible, while also protecting local people, businesses, and the economy.
- 2.2.8 The Greater Manchester Transport Strategy 2040 seeks to deliver a system where sustainable transport is a viable and attractive alternative to the car, enabling people to travel to a wide range of destinations and opportunities.
- 2.2.9 The Transport Strategy states an ambition for a well-connected, zero carbon Regional Centre at the heart of the North. The Strategy is therefore aiming for 90% of morning peak trips into the city centre to be made on foot, by bicycle or public transport before 2040. The travel planning process can support this aim by encouraging active and sustainable travel behaviour.

⁹ TfGM (2023). Evaluation of GMs £2/£5 bus fares offer – First 3 months [Online]. Available at: https://assets.ctfassets.net/nv7y93jdf4jq/4bvY846dOvayHQgWPjZAKx/bb39f35da506c5dfa86214de05641895/Evaluation_of_GMs_lower_bus_fares_first_3_months_March2023.pdf

¹⁰ Department for Environment, Food & Rural Affairs. Air Pollution in the UK [Online]. Available at: <https://uk-air.defra.gov.uk/library/annualreport/>

¹¹ Central Office of Public Information and Imperial College London (2022).

¹² Climate Change Act 2008, Chapter 1, Part 1, 2008 (amended in 2019).

- 2.2.10 By 2040, the evidence-based ambition is that 50% of trips within Greater Manchester are undertaken by active travel and public transport with a slight reduction in the number of car trips since 2017, enabling the delivery of a healthier, greener, and more productive city-region. TfGM calls this the 'Right Mix' target, which is illustrated in **Figure 2.3** below:

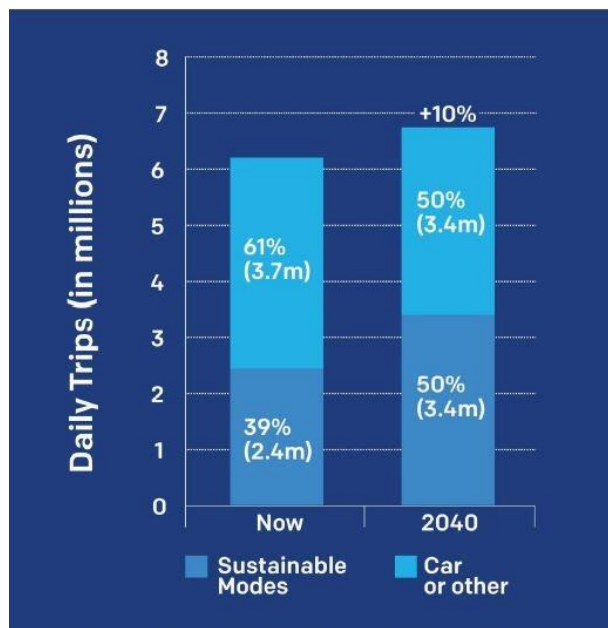


Figure 2.3 – Right Mix for Greater Manchester (2017 to 2040)
(Source: Greater Manchester Transport Strategy 2040, 2021)

- 2.2.11 The Right Mix target is partly based on a series of transport interventions to improve active travel and public transport infrastructure so that more people can use these modes of travel.
- 2.2.1 Manchester City Council formally endorsed the Manchester Climate Change Framework 2020-25 in March 2020. This sets out the ambition that *“Manchester will play its full part in limiting the impacts of climate change and create a healthy, green, socially just city where everyone can thrive.”* Transport is one the six priority areas for action. The framework details MCC’s commitments to limiting the impacts of climate change through adopting and meeting objectives by 2025 such as:

Objective 1 – Staying within our carbon budgets
Objective 2 – Climate adaptation and resilience
Objective 3 – Health and wellbeing
Objective 4 – Inclusive, zero carbon and climate resilient economy

- 2.2.2 This will require far-reaching efforts in all sectors of the economy and society, including transport. There are five headline transport actions required by 2025: increase walking and cycling; increase public transport use; reduce car travel and shift to electric vehicles; improve rail connections to other cities within the UK and Europe (and beyond); and minimise air travel.

2.2.3 The Manchester Climate Change Framework: 2022 Update found that the city “is not currently on track to stay within our carbon budget and are at risk of missing our first milestone: to reduce the city’s direct emissions by 50% by 2025.”

2.2.4 The recommended actions include:

- *“Organisations to adopt policies that encourage business travel to be done via sustainable transport options and enable virtual working.*
- *Organisations to encourage and incentivise employees to commute via sustainable modes of travel (including walking/wheeling, cycling, public transport, and car sharing).*
- *Organisations to shift their feet to electric vehicles/e-cargo bikes and install electric vehicle charging points as appropriate to their location, ensuring they avoid encouraging unnecessary car travel into local centres.*
- *Logistics companies to reduce fuel use, increase fuel efficiency, and explore alternative vehicles including e-cargo bikes for last-mile delivery.”*

2.2.5 Encouraging people to make smarter choices in the way they travel can considerably reduce the impact that a particular development or organisation makes on the environment.

2.3 Health Benefits

2.3.1 A reduction in polluting vehicles on the roads surrounding the site will mean better air quality throughout the area. There are also well documented health benefits associated with active travel, and activity levels across the UK could still be improved.

2.3.2 Air pollution, principally caused by transport emissions, has been linked to some cancers, stroke, high blood pressure and cardiovascular disease, including heart attacks and furring of the arteries¹³. Recent studies have also made links to dementia, reduced cognitive function and Type 2 diabetes.

2.3.3 The adverse health impacts are not limited to vulnerable people, adults in good general health can also develop health conditions from continued exposure to dirty air¹³. Travelling by car is not safer than cycling and walking as vehicles are surrounded by exhaust fumes from traffic, which you can breathe in as air filters don’t always remove all pollution from the air circulated, and being a short distance from traffic can make a difference in exposure.

2.3.4 People in Greater Manchester can sign up to receive free air pollution alerts for when air quality is forecasted to ‘moderate’ or above at <https://cleanairgm.com/data-hub/forecast-and-alerts/>.

2.3.5 Within Greater Manchester, 1,200 premature deaths are linked to air pollution in the region annually¹³.

¹³ Clean Air Greater Manchester (undated). Air pollution and you [Online]. Available at: <https://cleanairgm.com/air-pollution/>

2.3.6 NHS Guidance is for adults to do some type of physical activity every day, for a total of “*at least 150 minutes of moderate intensity activity a week or 75 minutes of vigorous intensity activity a week*”¹⁴.

Figure 2.4 below demonstrates that although most adults (63%) meet this guidance¹⁵, a significant minority do not – including a quarter (26%) of adults who achieve less than one-fifth of the target. This is similar to pre-pandemic levels.

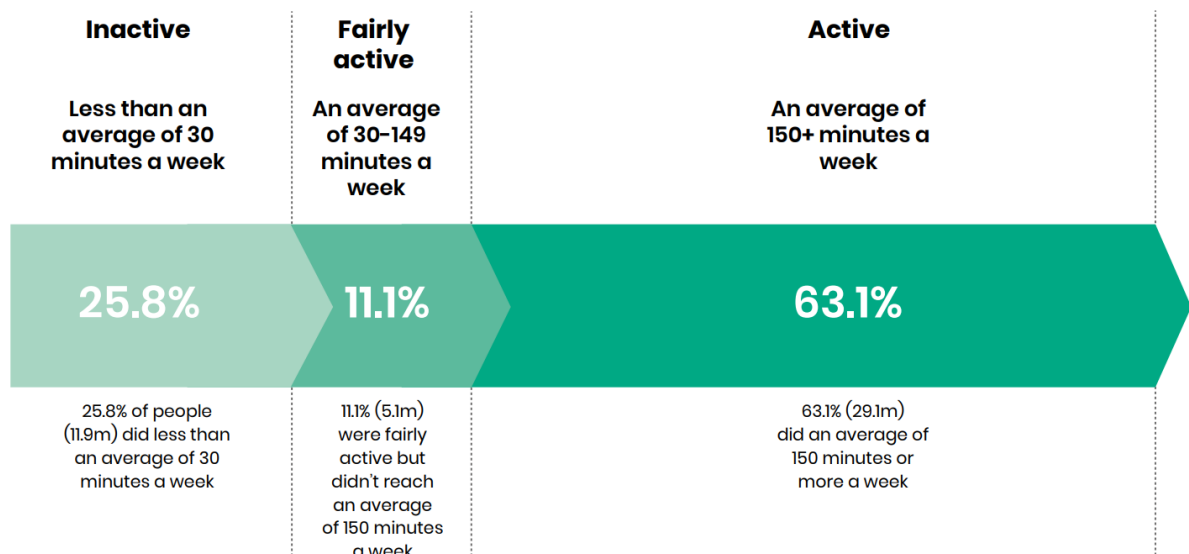


Figure 2.4 – Activity Levels for Adults

2.3.7 This has contributed to poor health in much of the adult population¹⁶:

“In 2021, 26% of adults in England were obese. [This is slightly lower than the 28% reported in 2019, although NHS Digital warns that the 2021 data is not directly comparable to prior years.]

The prevalence of ... diabetes increased with BMI group, from 3% of those who were not overweight nor obese, to 5% of overweight and 11% of obese adults.

The prevalence of longstanding illness was similar for those who were not overweight nor obese (36%) and those who were overweight but not obese (35%). It was higher among those classified as obese (51%).”

2.3.8 The UK Chief Medical Officers¹⁴ further state:

¹⁴ Department of Health and Social Care (2019). UK Chief Medical Officers' Physical Activity Guidelines [Online]. Available at: <https://www.gov.uk/government/publications/physical-activity-guidelines-uk-chief-medical-officers-report>

¹⁵ Sport England (2020). Active Lives Adult Survey: November 2021/22 Report [Online]. Available at: https://www.sportengland.org/research-and-data/data/active-lives?section=access_the_reports

¹⁶ NHS Digital (2022). Health Survey for England, 2021 [Online]. Available at: <https://digital.nhs.uk/data-and-information/publications/statistical/health-survey-for-england/2021>

"If physical activity were a drug, we would refer to it as a miracle cure, due to the great many illnesses it can prevent and help treat."

- 2.3.9 Poor air quality is the largest environmental risk to public health in the UK¹⁷. Road transport contributes to a third of all nitrogen dioxide (NO₂) and an eighth of all particulate matter (PM) emissions, which are major components of urban air pollution. The short-term effects of air pollution can include exacerbation of asthma, and cough, wheezing, and shortness of breath; whereas long-term effects include stroke, lung cancer, respiratory conditions, and cardiovascular diseases.
- 2.3.10 Regular moderate physical activity (including walking and cycling) can help prevent and reduce the risk of cardiovascular disease, cancer, obesity, diabetes, stroke, mental health problems, high blood pressure, and musculoskeletal problems. Further examples of the impact of travel behaviour on public health is shown in **Figure 2.1** below:

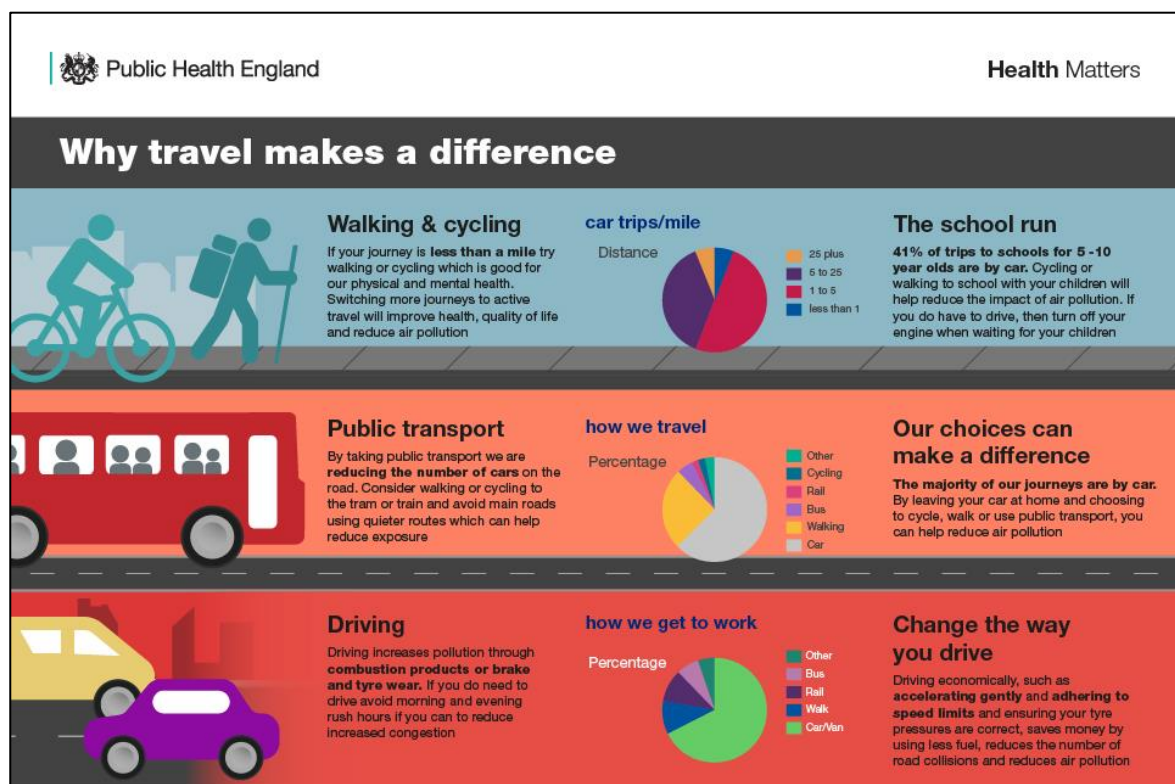


Figure 2.5 – The Impact of Travel Behaviour on Public Health

- 2.3.11 A major Glasgow University analysis of hundreds of thousands of commuters in the UK revealed significant health benefits of active travel, with those for cycling in particular being "staggering"¹⁸.

¹⁷ Public Health England (2018). Health Matters: Air Pollution [Online]. Available at: <https://www.gov.uk/government/publications/health-matters-air-pollution/health-matters-air-pollution>

¹⁸ The Conversation (2017). Cycling to work: major new study suggests health benefits are staggering [Online]. Available at: <https://theconversation.com/cycling-to-work-major-new-study-suggests-health-benefits-are-staggering-76292>

Cycling to work was associated with a 41% lower risk of dying overall compared to commuting by car or public transport. ... They also had 46% lower risk of developing heart disease and a 45% lower risk of developing cancer at all.

Walking to work was not associated with a lower risk of dying from all causes. Walkers did, however, have a 27% lower risk of heart disease and a 36% lower risk of dying from it.

In addition, those who cycled part of the way to work still saw benefits – this is important as many people live too far from work to cycle the entire distance.

2.4 Financial Benefits

2.4.1 Although secondary to health and environmental benefits, there are also financial benefits to be gained from increasing active travel rates as physical inactivity has been conservatively calculated to directly cost the NHS up to £1 billion per annum (in 2006-07 prices)¹⁹, with further indirect costs estimated at £8.2 billion (in 2002 prices)²⁰.

2.4.2 As illustrated by **Figure 2.7** below, the health and social care cost of air pollution in England was £43m - £157m in 2017 which could rise to £1.6bn - £5.6bn in 2025 and £5.3bn – £18.6bn in 2035 if action is not taken²¹.

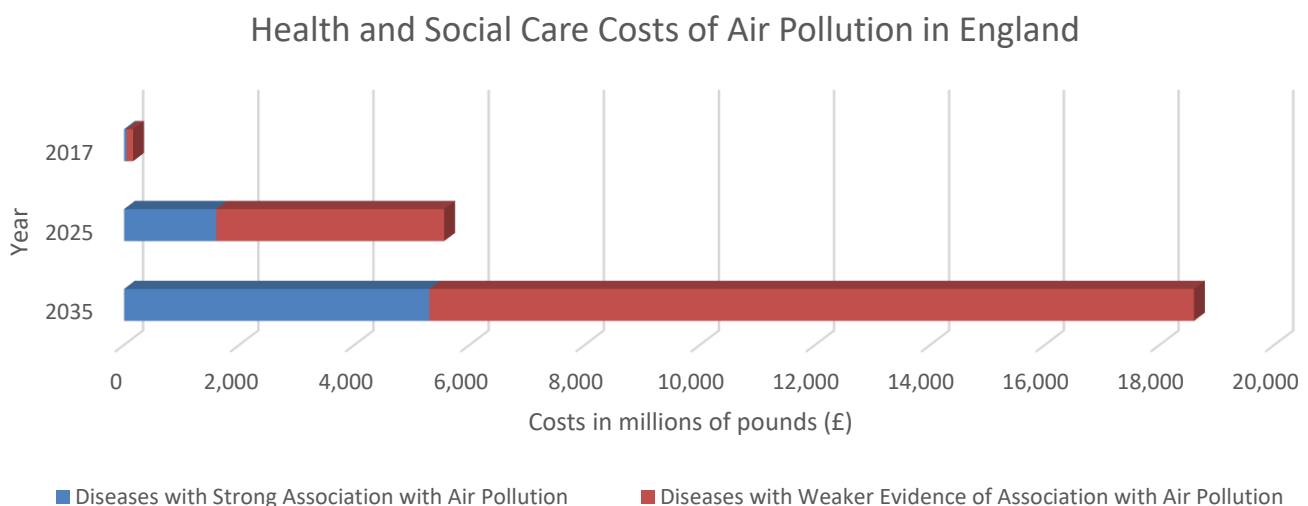


Figure 2.6 – Health and Social Care Costs of Air Pollution in England

¹⁹ Scarborough, P., Bhatnagar, P., Wickramasinghe, K., Allender, S., Foster, C., Rayner, M. 2011 The economic burden due to diet, physical inactivity, smoking, alcohol and obesity in the UK, Journal of Public Health, 33(4): 527-535.

²⁰ Department of Culture Media and Sport Strategy Unit, 2002 Game Plan: A strategy for delivery Government's sport and physical activity objectives, London: Cabinet Office.

²¹ Public Health England (2018). Estimation of costs to the NHS and social care due to the health impacts of air pollution [Online]. Available at: <https://www.gov.uk/government/news/new-tool-calculates-nhs-and-social-care-costs-of-air-pollution> and <https://www.gov.uk/government/publications/air-pollution-a-tool-to-estimate-healthcare-costs>

- 2.4.3 Conversely, increased active travel in urban areas would lead to savings of roughly £17 billion within 20 years for the NHS (in 2010 prices)²².
- 2.4.4 Every £1 spent on cycling brings £5.50 of social benefits²³ – primarily through improved physical fitness, but also in journey ambience, congestion relief, and other benefits – which is higher than the benefits of investment in road and rail projects²⁴.
- 2.4.5 There is a growing body of evidence to suggest that cycle and pedestrian-friendly streets can boost footfall and retail sales, helping to revive traditional high streets and town centres by creating more pleasant conditions²⁵. Cycle parking delivers five times higher retail spend than the same area of car parking²⁶. Furthermore, reallocating road space from cars to cycles can boost local economic activity by up to a quarter²⁷.
- 2.4.6 Individuals can also benefit financially from travelling to and from a site with a TP in place due to the improved range of transport options available, some of which may be more cost-effective than car travel. In some circumstances, TP measures can remove an individual's need for a car (or their household's need for a second car), removing the capital and on-going cost of car ownership.
- 2.4.7 Living Streets claims the benefits of walking and exercise for business include²⁸:

²² Jarrett J, Woodcock J, Griffiths UK, Chalabi Z, Edwards P, Roberts I, Haines A (2012). Effect of increasing active travel in urban England and Wales on costs to the National Health Service. *Lancet*, 379(9832): 2198-2205

²³ Department for Transport (2014). Value for Money Assessment for Cycling Grants [Online]. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/348943/vfm-assessment-of-cycling-grants.pdf

²⁴ Eddington Transport Study (2006)

²⁵ Department for Transport (2020). Cycle Infrastructure Design – Local Transport Note 1/20 [Online]. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/951074/cycle-infrastructure-design-ltn-1-20.pdf

²⁶ Rajé F and Saffrey A (2016). The Value of Cycling [Online]. Phil Jones Associates, Department for Transport, and University of Birmingham. Available at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/509587/value-of-cycling.pdf

²⁷ Aldred R in association with Leigh Day for British Cycling (2014). Benefits of Investing in Cycling [Online]. Available at: https://www.britishcycling.org.uk/zuvvi/media/bc_files/campaigning/BENEFITS_OF_INVESTING_IN_CYCLING_DIGI_FINAL.pdf

²⁸ Living Streets (undated). Walking Works [Online]. Available at: <https://www.livingstreets.org.uk/products-and-services/projects/walking-works>

Boost morale and job satisfaction

Demonstrating that you care about staff health and wellbeing by investing in walking activities will make them feel valued and proud of their workplace.

Improve staff performance

Regular exercise causes an overall work performance boost of about 15%.

Promote physical and mental health

Walking helps prevent diseases such as diabetes, heart disease and depression. Being engaged in meaningful activities at work is an important part of good mental health.

Reduce absenteeism

Walking schemes can reduce the amount of sick days taken by staff, leading to lower absenteeism costs for the business.

Enhance corporate image

Increased walking rates can also help towards ISO 14001 and 2600 targets; reducing the need for cars is better for both the environment and the employees' health.

Return on investment

A highly engaged workforce can improve operating income by 19.2%.

- 2.4.8 An effective TP can help encourage employees to lessen their environmental impact by reducing emissions from transport, lead a healthier and more active lifestyle, and reduce financial wastage.

2.5 Social Benefits

- 2.5.1 The use of active and sustainable modes of transport, including car sharing, can offer social benefits and improved well-being through the interaction with other people²⁹:

“Engagement with individuals and communities through the travel planning process can support higher levels of walking and cycling, and this in turn can encourage greater social inclusion and community cohesion as well as healthier communities.”

- 2.5.2 Increased cycling can boost the mobility of the poorest by a quarter and promote independence in youth and at older ages²⁷.

²⁹ Department for Transport (2009). Good Practice Guidelines: Delivering Travel Plans through the Planning Process

3.0 Existing Situation

3.1 Site Location

3.1.1 The site is located in Gorton, east Manchester. The site is bound by a railway line to the north, the rest of the Hammerstone Road industrial estate to the east, Gorton Lane to the south, and Preston Street to the west.

3.1.2 **Plan 068065-CUR-XX-XX-G-TP-06001** to the rear of the report illustrates the location of the site in relation to the surrounding areas, and **Plan 068065-CUR-XX-XX-G-TP-06002** to the rear of the report – an extract of which is provided below – shows the site in a more local context relating to the local highway network.

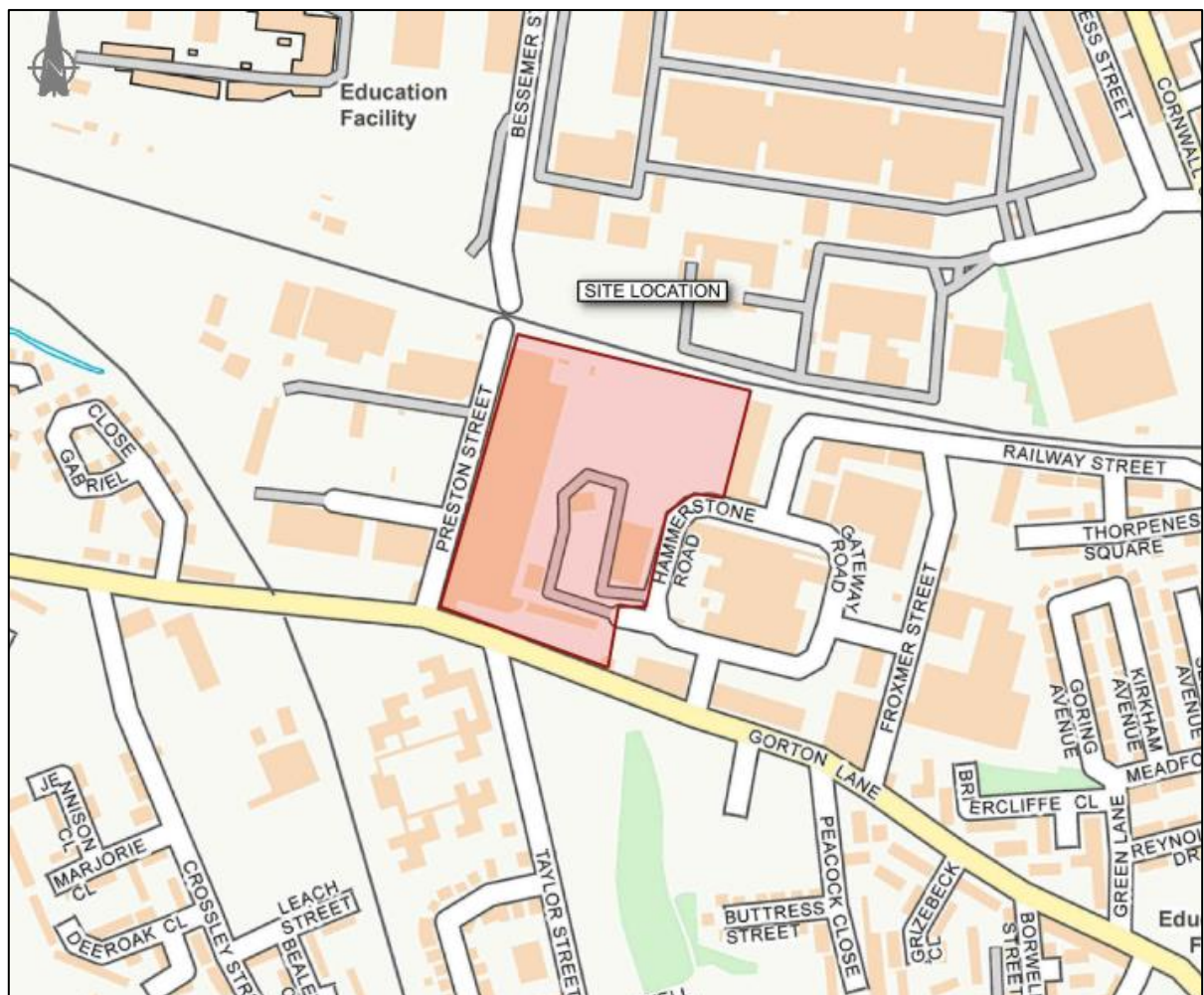


Figure 3.1 – Site Location

3.2 Surrounding Highway Network

Hammerstone Road

- 3.2.1 Providing the eastern boundary to the site, Hammerstone Road runs on a circulatory alignment from its junction with Gorton Lane in the south, towards the Railway Street junction in the north, before returning towards Gorton Lane.
- 3.2.2 The Hammerstone Road 'loop' provides access to various businesses and industrial units, with access points provided on both sides of the carriageway and at regular intervals. As such, it is characterised as an 'industrial area', with no instances of traffic likely to be associated with residential, leisure or educational uses.
- 3.2.3 The road is a two-way single carriageway with an average width of 7m and is subject to a speed limit of 20mph. Due to the absence of parking restrictions, there are instances of on-street parking occurring along the extent of Hammerstone Road on both sides of the carriageway. However, it should be noted that temporary traffic regulation orders are in place in the form of double yellow lines to prevent on-street parking adjacent to the Hammerstone Road Depot, which will be formalised as part of the wider Section 278 works.
- 3.2.4 The road is well-lit throughout and benefits from dropped kerbs to enable pedestrians to cross the road. At the existing Site Access locations, 2m footways facilitate movements of visitors/staff into the site.

Gorton Lane

- 3.2.5 To the south of the site, Gorton Lane provides the southern boundary of the Site and runs on a west to east alignment. Gorton Lane commences at the signalised junction with the A6010 Pottery Lane and Wenlock Way in the west and runs for approximately 1.5km, until the priority junction with Green Lane, as the carriageway continues towards the centre of Gorton as Wellington Street.
- 3.2.6 In proximity to the Hammerstone Road and the MCC Depot, Gorton Lane is a two-way carriageway with one standard lane in each direction; the overall width of the carriageway is approximately 7m – 8m. The pedestrian infrastructure along Gorton Lane is generally of good quality, with 2m wide footways present on both sides of the carriageway which are well maintained.
- 3.2.7 The road benefits from traffic calming measures in the form of speed humps and curb extensions, to ensure speeds are kept to the 20mph limit.
- 3.2.8 In addition, sheltered bus stops are located on Gorton Lane, approximately 100m to the east of the junction with Hammerstone Road. These provide access for staff and visitors towards Manchester city centre in the west and towards Gorton, Denton and Hyde in the east.

4.0 Development

4.1 Introduction

4.1.1 The Hammerstone Road depot has been identified as the long-term main base for MCC services and that there is potential for the Site to be utilised more efficiently, by rationalising business activity taking place at other depots in close proximity.

4.1.2 The development comprises the rationalisation of core Manchester City Council services from two existing depots on the footprint of the existing Hammerstone Road depot.

4.1.3 The consolidation provides a new building on the western section of the site, inclusive of workshops, offices, admin areas and bin stores. The following services will be retained at the Hammerstone Road site:

- Housing Compliance & Enforcement;
- Trading Standards;
- Environmental Protection;
- Food, Health & Safety;
- Compliance Support;
- Environmental Crimes;
- Waste & Recycling;
- Biffa Waste;
- WISE;
- Neighbourhood Project Team;
- Licensing Out of Hours; and
- Elections.

4.1.4 The following additional services will be included within the redeveloped Hammerstone Road depot:

- Pest Control;
- Facilities Management;
- Manchester Working; and
- G4S Security.

4.1.5 The above services listed will not move into the Loco Shed following handover of the Loco Shed building; these services will remain at Hooper Street – with the forecasted relocation year of 2025. The exact relocation date is yet to be determined.

4.2 Access

- 4.2.1 The Main Site Access is to be retained on Hammerstone Road with both access and egress movements undertaken from the existing location.
- 4.2.2 Pedestrians can access the wider site via the existing footpath provision on Hammerstone Road. As part of the Main Site Access, a 2m footway will be provided along the southern extent of the Access Road.
- 4.2.3 Delineated pedestrian routes will be implemented within the internal layout which will provide safe pedestrian movement towards to main building on the western section of the site. It envisaged that cyclists would assume the same access strategy, with cycle storage to be located adjacent to the main pedestrian access points.

4.3 Parking

- 4.3.1 Upon project completion, there will be a total of 299 parking spaces, inclusive of 30 standard EV charging, 11 accessible, two accessible EV charging, 2 standard visitor and 1 accessible visitor spaces³⁰. Standard parking spaces will be designed to 2.5m x 5m, and disabled spaces will be a minimum of 3.6m x 6m and located in close proximity to main entrances.
- 4.3.2 A sheltered 44-space bicycle store will be provided upon project completion adjacent to the main pedestrian access location; this will enhance security as the cycle store will be positioned to create passive surveillance. There will also be several unsheltered cycle hoops for overflow cycles.

³⁰ Upon occupation of the Loco Shed building, the total staff parking number will be 133, inclusive of 2 accessible and 8 EV charging spaces. As the external works progresses, the remaining parking spaces will be handed over in phases until the project completion in 2025.

5.0 Accessibility by Sustainable Modes of Travel

5.1 Introduction

- 5.1.1 A key element of national and local policy is to ensure that new developments are located in areas where alternative modes of travel are available. This supports the aims of integrating planning and transport, providing more sustainable transport choices, and reducing overall travel and car use.
- 5.1.2 Walking, cycling, and public transport should be prioritised over car use, according to the National Design Guide (Department for Levelling Up, Housing and Community (DLUHC), 2021).
- 5.1.3 The accessibility of the development is considered in this context for the following modes of travel:
- Pedestrian Accessibility;
 - Cycle Accessibility; and
 - Public Transport Accessibility.

5.2 Pedestrian Accessibility

- 5.2.1 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.
- 5.2.2 The National Design Guide (NDG, published by DLUHC, 2021) says that well designed places / neighbourhoods are walkable, which is defined *“Local facilities are within walking distance, generally considered to be no more than a 10 minute walk (800m radius).”*
- 5.2.3 Despite the NDG characterising 800m as a maximum acceptable walking distance, the DfT’s National Travel Survey Datasets provide empirical evidence to demonstrate people are willing to walk further. This is reflected in Manual for Streets guidance (MfS, published by the DfT, 2007) which states an 800m catchment should not be *“...an upper limit”* and that walking *“...offers the greatest potential to replace short car trips, particularly those under 2 km.”* The Chartered Institution for Highways and Transportation (CIHT) produced a document in 2000 titled *‘Guidelines for Providing for Journeys on Foot’* which provides catchments more in line with those reported in the NTS. The suggested CIHT walking distances are reproduced in **Table 5.1** below:

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

Table 5.1 – CIHT Recommended Walking Distances

- 5.2.4 The average pedestrian can walk approximately 400m every five minutes, based on the CIHT document 'Planning for Walking' (2015).
- 5.2.5 To assist in summarising the accessibility of the site by foot, an indicative pedestrian catchment plan has been produced. **Plan 068065-CUR-XX-XX-G-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.
- 5.2.6 The 500m catchment incorporates the mostly industrial area surrounding the Hammerstone Road area, but also includes areas of residential dwellings off Railway Street and to the south of Gorton Lane.
- 5.2.7 Within the 1,000m walking catchment, there are many more residential areas of which employees at may reside; these include residential estates adjacent to Taylor Street, Peacock Close and Meadfoot Road. Near the boundary of the 1,000m and 2,000m catchments lies Belle Vue station.
- 5.2.8 Within a 2,000m walking catchment, a wide range of amenities and services are also available in addition to various residential areas and Gorton station. This catchment encompasses the entirety of Gorton, Openshaw to the north, and Belle Vue to the south. These areas include supermarkets, fast-food restaurants, banks, churches, mosques, libraries, and doctors' surgeries for employees to utilise.

5.3 Cycle Accessibility

- 5.3.1 Cycling is a cheap, efficient, and healthy way to travel. Cycling also provides a predictable arrival time which depending on location, can be quicker than driving or using public transport, and is subject to fewer delays.
- 5.3.2 National Travel Survey statistics demonstrate that 82% and 80% of cycling trips were under 5 miles / 8km in 2019 and 2022, respectively. This distance is also referenced by both the National Model Design Code – Part 2 (DLUHC, 2021) and LTN1/20.
- 5.3.3 The average cyclist travels at approximately 12mph, according to CD195 of the Design Manual for Roads and Bridges, so they could travel approximately 8km in 25 minutes.
- 5.3.4 In order to assist in assessing the accessibility of the site by cycle, **Plan 068065-CUR-XX-XX-G-TP-06004** present an 8km cycle catchment for the site.
- 5.3.5 The 8km catchment extends as far as Cheetham Hill in the north, Hyde to the east, Stockport in the south and Salford to the west. The catchment also includes Manchester and Salford city centres.
- 5.3.6 A network of local cycle routes links to various National Cycle Routes (NCRs) and Regional Cycle Routes (RCRs) including NCR 6, NCR 60, NCR 66 and RCR 86. The closest cycle route to the site is NCR 60, which is accessible to the east of Hammerstone Road along an off-road cycle route as the Fallowfield Loop.

5.3.7 Other key routes are also accessible, which are located within the 8km catchment, and links employees to key residential areas. These routes are as follows:

- NCR 6 – extends through Manchester along an approximate north/south alignment to link areas such as Bury in the north to Levenshulme in the south;
- NCR 66 – extends northeast from central Manchester along the Rochdale Canal towards Failsworth; and
- RCR 86 – extends east of the city centre via the Etihad Campus and Medlock Valley out to Oldham.

5.4 Public Transport Accessibility

5.4.1 **Plan 068065-CUR-XX-XX-G-TP-06005** demonstrates the areas accessible via public transport within 20, 40 and 60 minutes of the site. The locations accessible within the above times include:

- 20 minutes – Ardwick, Droylsden, Gorton, Belle Vue, Ryder Brow;
- 40 minutes – Manchester city centre, north-east, east, and south Manchester, Hyde, Godley, Romiley; and
- 60 minutes – Newton-le-Willows, Bolton, Marsden, Stalybridge, Glossop, New Mills, Stockport, Macclesfield, Wilmslow, Manchester Airport, Trafford Park, Eccles.

5.4.2 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.

5.4.3 The accessibility index score is categorised into eight levels (1 to 8), with levels 1 and 8 are characterised by TfGM as 'very low' and 'very high' levels of accessibility, respectively. The site access and most of the site is located in an area with a GMAL rating of 6, while the northern section has a GMAL of 5.

5.4.4 The National Model Design Code – Part 2 (DLUHC, 2021) states: *"Generally, people are prepared to walk further to a railway station or tram stop (10 minutes) [800m walking distance] than to a bus stop (5 minutes) [400m walking distance]."* These times and distances are also cited in the CIHT document *'Planning for Walking'* (2015).

5.4.5 Accessibility by bus and rail are considered further below, with a local public transport network map included in **Figure 5.1** below:

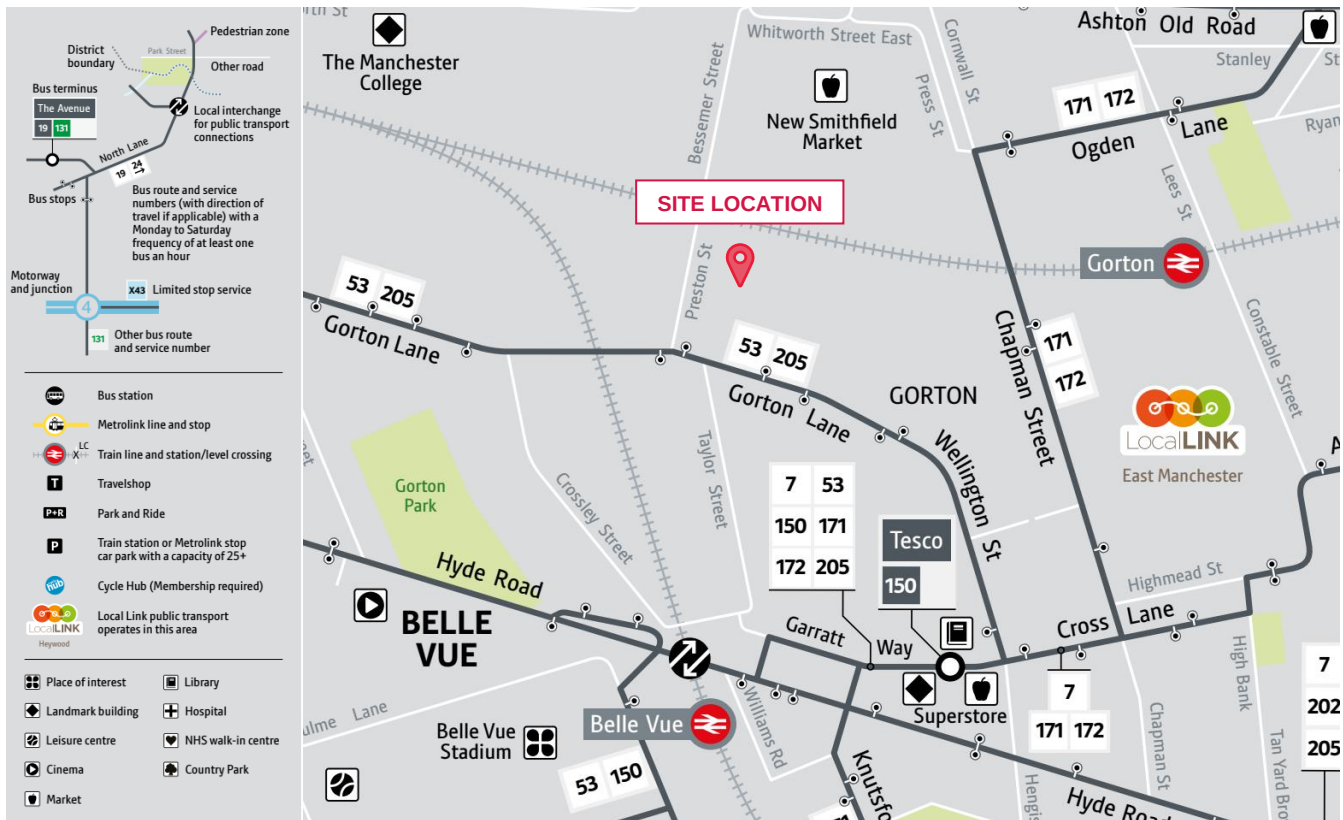


Figure 5.1 – Nearby Public Transport Network
(Source: TfGM, 2023)

Bus Accessibility

5.4.6 The site access onto Hammerstone Road is a c. 200m walk from the ‘Peacock Close’ bus stops on Gorton Lane, which are served by the 53 orbits, 205 and 727 routes in both directions. (The 727 is a school bus, serving Barlow High School in Burnage.) **Table 5.2** details the public services that call at this stop, and their associated frequencies:

Bus Service	Route	Peak Hourly Frequency		
		Mon – Fri	Sat	Sun/Hols
53 orbits	Cheetham Hill – Gorton – Old Trafford - Pendleton	2	2	1
205	Dane Bank – Manchester City Centre	2	2	2

Table 5.2 – Summary of Nearby Bus Service Frequencies

5.4.7 It is considered that the site is accessible by bus.

Rail Accessibility

- 5.4.8 The site access onto Hammerstone Road is a c. 1,000m (12.5 minute) walk from Belle Vue station and c. 1,200m (15 minute) walk from Gorton station. These stations are served by regular trains between Manchester Piccadilly – New Mills Central and Manchester Piccadilly – Rose Hill Marple, respectively.
- 5.4.9 It is considered that the site is accessible by rail.

5.5 Summary

- 5.5.1 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.

6.0 Travel Plan Initiatives

6.1 Introduction, Aim and Objectives

- 6.1.1 Taking into account the location of the development and the accessibility of the site via walking, cycling and public transport, a series of measures and initiatives have been developed to encourage active and sustainable travel and reduce single occupancy car travel to and from the site.
- 6.1.2 This section of the TP sets out the initiatives that could be implemented in a Full Travel Plan at the site.
- 6.1.3 Considering the benefits in **Section 2** and the end users, this TP aims to minimise the number of car trips generated by the development – particularly single occupancy ones and those undertaken in internal combustion engine vehicles.
- 6.1.4 The TP will be guided by with the following objectives, all within the above overarching aim:
- **Objective 1** – To increase the level of walking to and from the site;
 - **Objective 2** – To increase the level of cycling to and from the site;
 - **Objective 3** – To increase the level of public transport use to and from the site;
 - **Objective 4** – To encourage car sharing to and from the site; and
 - **Objective 5** – To encourage uptake of Ultra Low and Zero Emission vehicles.

6.2 Provision of Sustainable Travel Information

- 6.2.1 Welcome Packs can be important in influencing travel patterns and therefore it is envisaged that they will be supplied to all employees at the development in the early stages of operation and be made available in a communal area, for example on a noticeboard.
- 6.2.2 The Welcome Packs will introduce the Travel Plan concept detailing the aims, objectives, and aspirations, provide contact details for the TPC, and include the following information:

Objectives	Contents
1 – To increase the level of walking to and from the site	<ul style="list-style-type: none">• A summary of the health, environmental, and social benefits of active travel and public transport, similar to that provided in Section 2;• 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;• The https://www.plotaroute.com/ website for journey planning on foot; and

Objectives	Contents
	<ul style="list-style-type: none"> Calendar of events such as “National Walking Month”.
2 – To increase the level of cycling to and from the site	<ul style="list-style-type: none"> A summary of the health, environmental, and social benefits of active travel and public transport, similar to that provided in Section 2; Maps showing local cycling routes (for example https://tfgm.pindarcreative.co.uk/tfgm_interactive_mapping_county_map) The TfGM website at https://beeactive.tfgm.com/ which comprises details on cycle training, parking, paths, maps, hire, or bringing bicycles on public transport; Cycle information, including route maps and useful tips and guidance, on the Sustrans website https://www.sustrans.org.uk/; Details of local cycle shops; Calendar of events such as ‘National Bike Week’; and The https://www.cyclestreets.net/ website for journey planning by bike.
3 – To increase the level of public transport use to and from the site	<ul style="list-style-type: none"> A summary of the health, environmental, and social benefits of active travel and public transport, similar to that provided in Section 2 A map showing local bus and rail stations in the vicinity of the site Links to up-to-date public transport services, timetables, and routes (for example https://tfgm.com/public-transport); and Details of TfGM’s online journey planning resources: https://tfgm.com/plan-a-journey. Advertise any promotions / discounts offered by public transport operators.
4 – To encourage car sharing and shared transport to and from the site	<ul style="list-style-type: none"> Details of internal car sharing scheme; Links to Liftshare registration: https://liftshare.com/uk; and Raise awareness of car ownership costs and highlight the social and economic benefits of car sharing.
5 – To encourage uptake of Ultra Low and Zero Emission vehicles	<ul style="list-style-type: none"> Details of alternative modes of travel and their benefits, such as the use of electric vehicles: https://electrictravel.tfgm.com/.

Table 6.1 – Sustainable Travel Information

6.2.3 This information will be periodically updated by the Travel Plan Coordinator (TPC).

6.3 Measures to Encourage Walking

6.3.1 Delineated pedestrian routes, inclusive of zebra crossings, will be implemented within the internal layout which will provide safe pedestrian movement towards to main building on the western section of the site.

6.3.2 The following measures will be provided and maintained in order to encourage employees to walk:

- Clear signing of pedestrian routes within and adjacent to the site; and
- Adequate lighting, landscaping, and shelter to create pleasant pedestrian waiting areas.

6.3.3 Additional measures such as marketing campaigns incorporating free issue pedometers and alarms, and the implementation of a “walking buddy” scheme could also be considered.

6.4 Measures to Encourage Cycling

6.4.1 Cycle parking will be provided as part of the development proposals. The provision of sufficient cycle parking of suitable quality has a key synergy with the successful implementation of travel plans.

6.4.2 To encourage employees to cycle, the following measures will be provided:

- Periodically monitoring demand and uptake of cycle parking spaces and facilities provided onsite. Should the demand for spaces or facilities increase, the operator could provide additional supply where appropriate;
- Register employees to the cycle to work scheme, which can save employees up to 42% on a new cycle and safety accessories;
- Ensure that there is sufficient cycling infrastructure and facilities on-site, such as:
 - Provision of signage in and around the site;
 - Pedestrian and cyclist friendly infrastructure on site with signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes;
 - Sufficient security at cycle parking facilities;
 - Shower and changing room facilities to be provided in the building; and
 - Provide an on-site cycle repair stand;

6.4.3 Additional measures such as encouraging a “cycle buddy” scheme via a development-wide Bicycle User Group (BUG), making a ‘bike doctor’ available at BUG meetings to check bicycles and ensure they are road worthy (any recommended repairs will be identified, but it would be the responsibility of the individual to fund the repairs), and having the TPC negotiate discounts with local cycle retailers could also be considered.

6.5 Measures to Encourage Public Transport

6.5.1 The following measures will be provided in order to encourage employees to travel by public transport:

- Implement a staff business policy of considering active travel and public transport in the first instance; and
- Arrange for season ticket loans for staff where a monthly deduction is made from their pay.

- 6.5.2 Additional measures such as offering limited time discount tickets, providing a guaranteed lift home for staff who travel by public transport in the event of an emergency, and installing a real-time bus arrival / departure information system in a public waiting area could also be considered.

6.6 Measures to Encourage Car Sharing

- 6.6.1 Car sharing is an effective way of reducing single occupancy car trips if a number of people travel to the same location each day. This could be simply encouraged on an informal basis.
- 6.6.2 To aid the coordination of car sharing, it is suggested that employees who are willing to car share should submit their name to the Travel Plan Coordinator (TPC). People could then be matched with those undertaking similar journeys on a more informal basis through informal events such as 'car share coffee mornings'. Employees will also be encouraged to separately discuss with colleagues and peers the option to car share to and from the site, with common needs, timetables, or destinations.
- 6.6.3 It is envisaged that this would need to be regularly maintained / revised.
- 6.6.4 Alternatively, www.liftshare.com/uk is a public website where prospective car sharers can search for matches on their own by filtering via location and time of departure etc. It is considered that car sharing would be an attractive facility for employees who do not own a car but require occasional use.

6.7 Measures to Encourage Ultra-Low and Zero Emission Vehicles

- 6.7.1 Ultra-Low (ULEV) and Zero Emission Vehicles (ZEV) contribute substantially to reduce the carbon footprint of private transportation³¹.
- 6.7.2 The proposed development includes an 11% Electric Vehicle Charge (EVC) provision (32 EV charging spaces out of 299 in total), with active charge points installed, upon occupation of the development.
- 6.7.3 Demand for EVC will be monitored as part of the Travel Plan with consideration of additional charge points to be installed, as necessary, to meet demand.

³¹ Carbon Brief (2019). Factcheck: How electric vehicles help to tackle climate change [Online]. Available at: <https://www.carbonbrief.org/factcheck-how-electric-vehicles-help-to-tackle-climate-change/>

7.0 Targets

7.1 Introduction

- 7.1.1 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 strategy for the Travel Plan targets and provides an overview of the data that should be collected as part of future travel surveys to inform the Full Travel Plan once developed.

7.2 Data Collection and Analysis

- 7.2.1 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 at this stage.
- 7.2.2 In order to understand travel habits, a survey will be undertaken within six months of first occupation. Recipients will be encouraged to participate, and the surveys would seek the following key information:
- Place of residence;
 - Usual mode of travel and reason for modal choice;
 - Attractiveness of various active and sustainable modes;
 - Any barriers to walking, cycling and public transport; and
 - Initiatives that would encourage employees to travel more sustainably.
- 7.2.3 This information will enable analysis to be undertaken to establish final targets. It will also provide information on reasons for that modal split and identify any measures that may encourage a modal shift.
- 7.2.4 Questions will be transferred to an online survey service, such as SurveyMonkey or Microsoft Forms. Employees would be sent this link in the early stages of operation and can click on it to be directed to an internet-based survey.
- 7.2.5 Paper surveys will also be made available across communal areas of the site. These results will be manually input for analysis alongside the electronic surveys.
- 7.2.6 The information obtained will be used to undertake modal split analysis. Employees will then be surveyed annually from the initial survey to review progress against current and targeted modal splits, as well as means of testing the effectiveness of the Travel Plan measures.

7.3 SMART Targets

- 7.3.1 All performance indicator targets and potential modal split targets are considered to be suitable interim measures before travel surveys are undertaken.

- 7.3.2 At this point, official targets will be set through consultation with Highways Officers at Manchester City Council. The official targets will be **SMART** (**S**ite-specific – **M**easurable – **A**chievable – **R**ealistic – **T**imed).
- 7.3.3 Once the travel surveys have been undertaken, it is possible to monitor modal splits so that Travel Plan initiatives can be tailored to increase uptake of certain modes of travel. Modal split targets are set for a reduction in private car use offset by an increase in sustainable modes.
- 7.3.4 The following phrases have been used to give a general indication of timescales for the '**SMART**' targets following the adoption of the Travel Plan:
- Short-Term Target – within one year;
 - Medium-Term Target – for between 1 – 3 years; and
 - Long-Term Target – more than 3 years.

- 7.3.1 To provide an indication of potential targets, an example is provided in **Table 7.1** below:

Example of Potential Modal Shift Targets				
Travel Mode	Short Term	Medium Term	Long Term	Total Target
Car Driver	-2%	-4%	-4%	-10%
Car Share	+1%	+1%	+1%	+3%
Public Transport	+1%	+1%	+1%	+3%
Cycle	-	+1%	+1%	+2%
Foot	-	+1%	+1%	+2%
Other	-	-	-	-

Table 7.1 – Example of Potential Targets

- 7.3.2 The example modal split targets above aim for a 10% reduction in single occupancy car trips, whilst aiming for a 10% increase in trips by more sustainable modes such as public transport, walking, cycling, and car sharing.
- 7.3.3 The targets are considered to be realistic when considering the Travel Plan Initiatives as detailed throughout **Section 6** and follow the principles and goals of the Greater Manchester Transport Strategy 2040.
- 7.3.4 However, the above targets are indicative only, and final targets will be decided following the receipt of the travel surveys.

8.0 Monitoring and Review

8.1 Introduction

- 8.1.1 This section of the report sets out the proposed management arrangements associated with the TP.
- 8.1.2 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 through the Planning Process*. DfT, 2009.

- 8.1.3 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.

8.2 Responsibility and Management

- 8.2.1 Overall responsibility for the TP will lie with MCC. Following initial occupation, the TP will need to be updated to a Full Travel Plan. This will involve the distribution of travel surveys.
- 8.2.2 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.
- 8.2.3 At this point, the day-to-day responsibility will shift to the appropriately appointed Travel Plan Co-ordinator (TPC).
- 8.2.4 Notwithstanding, adequate consultation and support from the scheme developer / management is required to ensure the smooth implementation of the TP. A number of measures to be undertaken comprise:
- Active management of the car and cycle parking;

- Provision of security measures within the site, such as CCTV, where appropriate;
- Maintenance of on-site walking and cycling facilities, lighting, and any CCTV installations;
- Support for a TPC in ways including, but not limited to, funding to enable them to fulfil their duties and deliver the TP as intended; and
- A commitment to actively promoting car-sharing and sustainable transport options at the site.

8.3 Travel Plan Coordinator (TPC)

8.3.1 The primary support and leadership for implementing a Travel Plan should come from an individual appointed as the Travel Plan Coordinator (TPC). The duty of the TPC will be to take responsibility for ensuring that the various elements of the Plan are monitored and operate effectively to offer a genuine choice of travel modes.

8.3.2 One of the primary responsibilities of the TPC is to work with TfGM to deliver free personalised travel planning for staff / residents incorporating a survey, events and then advice to staff / residents on sustainable travel choices.

8.3.3 The TPC has been named as:

Luke Pinder

luke.pinder@manchester.gov.uk

Zero Carbon Sustainable Travel Project Manager, MCC

8.3.4 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;
- Implementing and promoting sustainable travel initiatives to ensure a coordinated approach across the site 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;
- Monitoring the TP and identifying trends in relation to the targets and reporting the findings to relevant parties (i.e. MCC); and
- Taking a key role in reviewing the TP according to the achievement of the modal shift targets specified therein.

8.3.5 As well as this document, the TPC should consult TfGM's interactive dedicated travel planning website for employers – <https://tfgmbusinessstravel.exhibition.app/> – which aims to act as a 'one stop shop'

providing guidance for businesses looking to make affordable and sustainable travel choices and support the wider regional economy. Visitors to the TfGM business portal will find resources for both employers and employees, ranging from travel planning tools such as travel survey templates through to information on new flexible tickets and active travel provision such as Greater Manchester's cycle hire scheme.

- 8.3.1 The TPC will remain in-post for the duration of the monitoring period and the Council will be notified if the holder of the TPC role changes during this time.

8.4 Monitoring and Evaluation

- 8.4.1 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 employees and liaising with relevant officers at MCC on transport-related matters, the main monitoring process will involve travel surveys as described in **Section 7** above.
- 8.4.2 Monitoring will be carried out for a period of at least five years from the date of the baseline travel surveys (or until a date to be agreed with Manchester City Council) to ensure that the TP reflects current opportunities and local circumstances. The five-year monitoring schedule will include six surveys: the initial monitoring survey and five follow-up surveys.
- 8.4.3 The results of each survey would be used to review progress against target modal splits, where the TPC will 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.
- 8.4.4 The modal split figures calculated will be compared with other data sources to ensure the robustness of the information provided.
- 8.4.5 In order to record and communicate the progression of the Travel Plan, the TPC will produce annual monitoring reports. This report will include, but may not be limited to the following:
- Reporting of progress against the targets set once the travel survey is completed;
 - Provision of information relating to new initiatives introduced (if applicable);
 - Provision of information on proposed initiatives due for implementation (if applicable); and
 - Details of relevant external transport-related news (e.g. new local bus services, new local cycle infrastructure) (if applicable).
- 8.4.6 Monitoring reports will be provided to Highways Officers at Manchester City Council annually following the receipt of the surveys and a summary of the survey results will be made available to employees by the TPC.

9.0 Action Plan

9.1 Introduction

9.1.1 **Table 9.1** 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 first occupation	Manchester City Council
Produce Welcome Pack	Upon first occupation of the development	TPC
Implement TP Initiatives	During occupation of the development	TPC
Undertake Initial Travel Surveys	Within six months of first occupation	TPC
Decide Targets	Within one month of undertaking the initial surveys	TPC in conjunction with Highways at Manchester City Council
Update TP to a Full Travel Plan	Within two months of agreeing modal splits with Highways at Manchester City Council	TPC
Distribute Travel Survey Results to Highways at Manchester City Council	Within three months of each travel survey phase	TPC
Carry Out Annual Travel Surveys and Other Monitoring Exercises	Annually for five years from the date of the baseline travel surveys (or until a date to be agreed with Highways at Manchester City Council)	TPC

Table 9.1 – Action Plan

9.1.2 As a TP is a living document which should be adapted and updated as and when required, the TPC should aim to progress these actions within the allocated timeframe, with support as required from the scheme developer / management.

9.1.3 Progress against measures can be directly recorded into a working version of an Action Plan, which could be updated on an annual basis as part of the monitoring and review process.

Plans



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Project:
HAMMERSTONE ROAD DEPOT

Drg Title:
LOCATION PLAN
REGIONAL LEVEL

Status:
PRELIMINARY

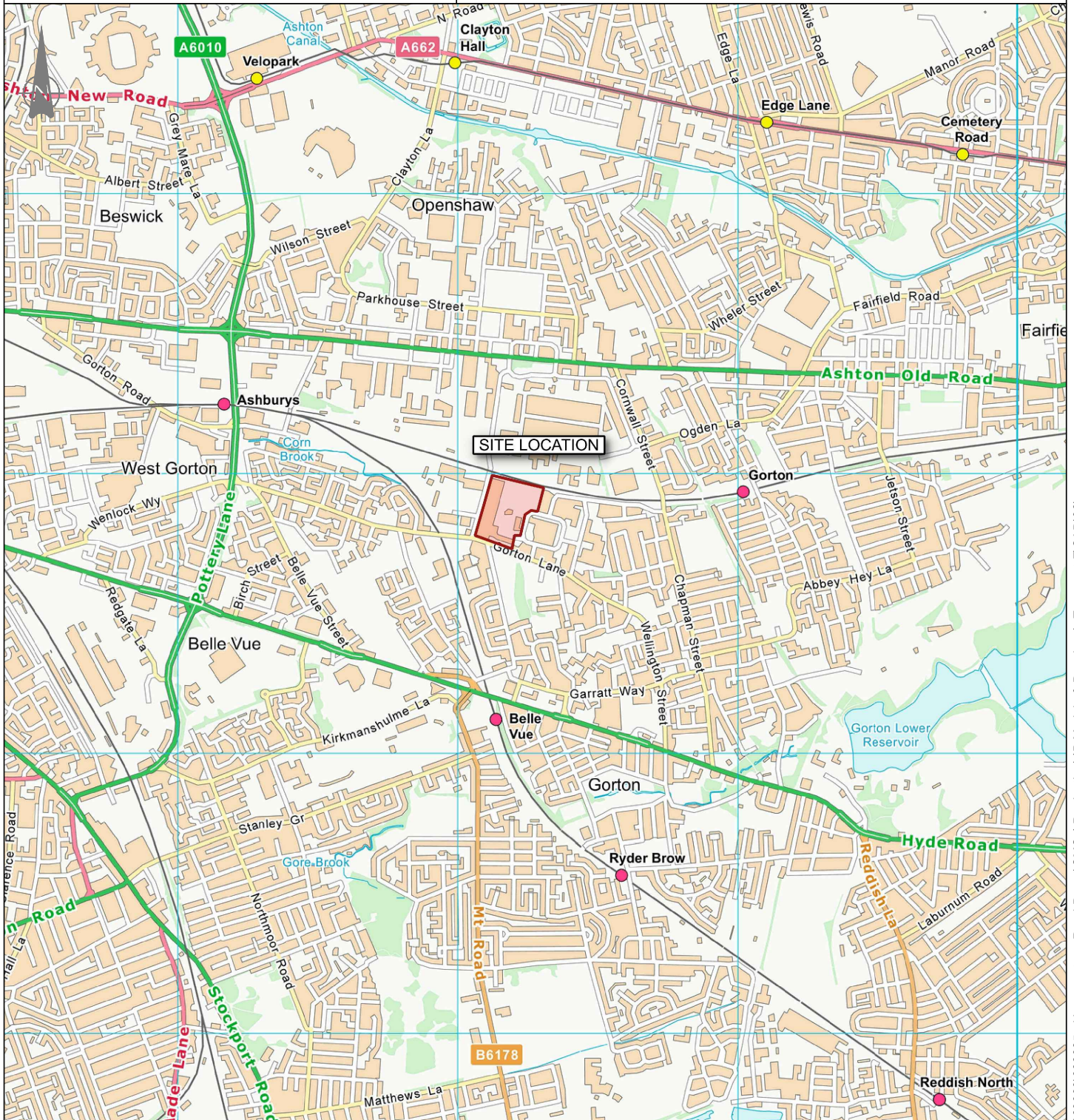
Drawn By: LL Checked By: MT

Designed By: LL Date: 16/01/19

Scale: NTS

Project No: Originator: Zone: Level: Type: Discipline: Category / Number: Rev:

68065 - CUR - 00 - XX - DR - TP - 06001 - P01



KEY: Site



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Project:
HAMMERSTONE ROAD DEPOT

Drg Title:
LOCATION PLAN
LOCAL LEVEL

Status:
PRELIMINARY

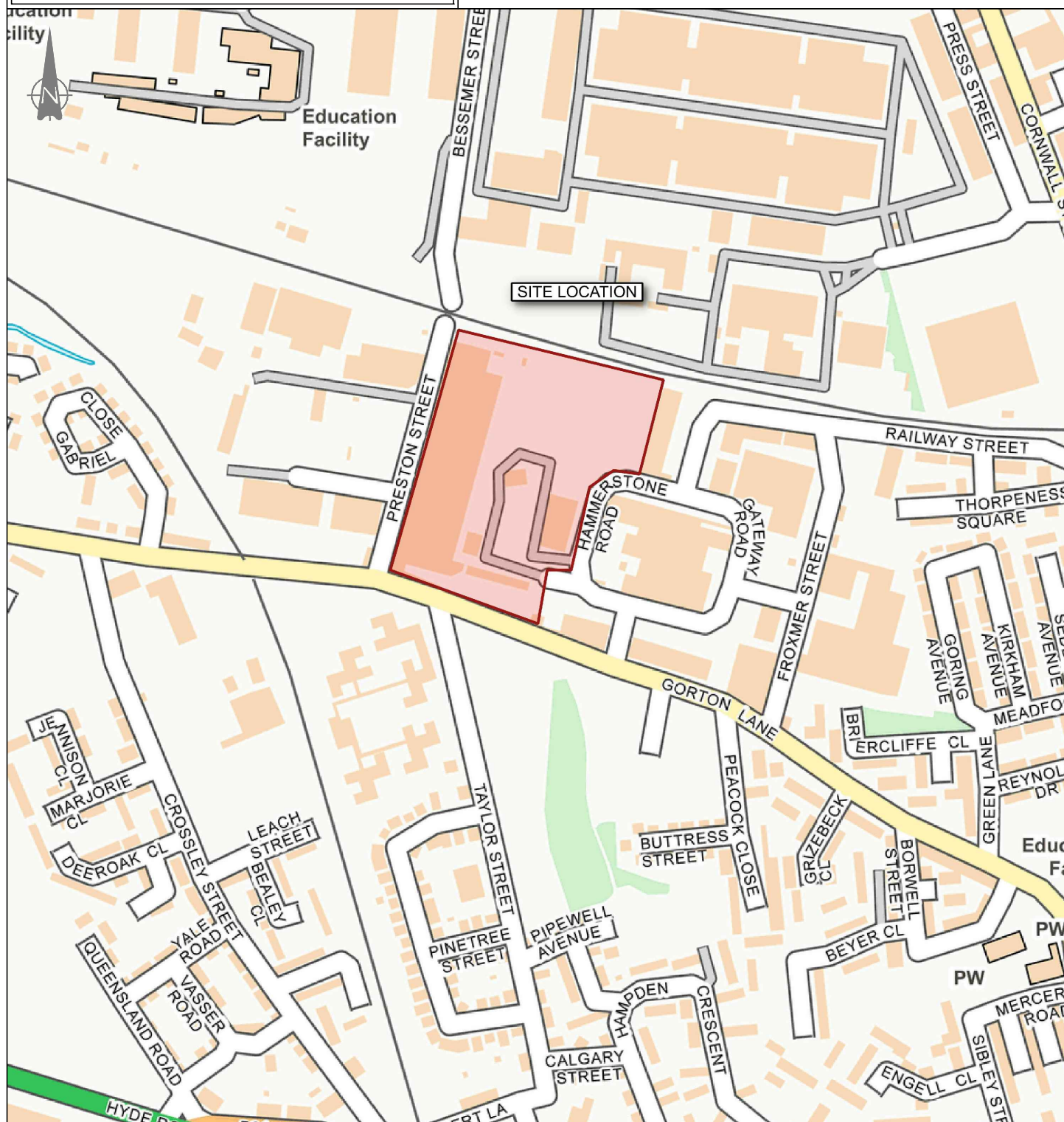
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Designed By: LL Date: 16/01/19

Scale: NTS

Project No: Originator: Zone: Level: Type: Discipline: Category / Number: Rev:

68065 - CUR - 00 - XX - DR - TP - 06002 - P01



KEY: Site



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Project:
HAMMERSTONE ROAD DEPOT

Drg Title:
ACCESSIBILITY
INDICATIVE WALKING CATCHMENT

Status:
PRELIMINARY

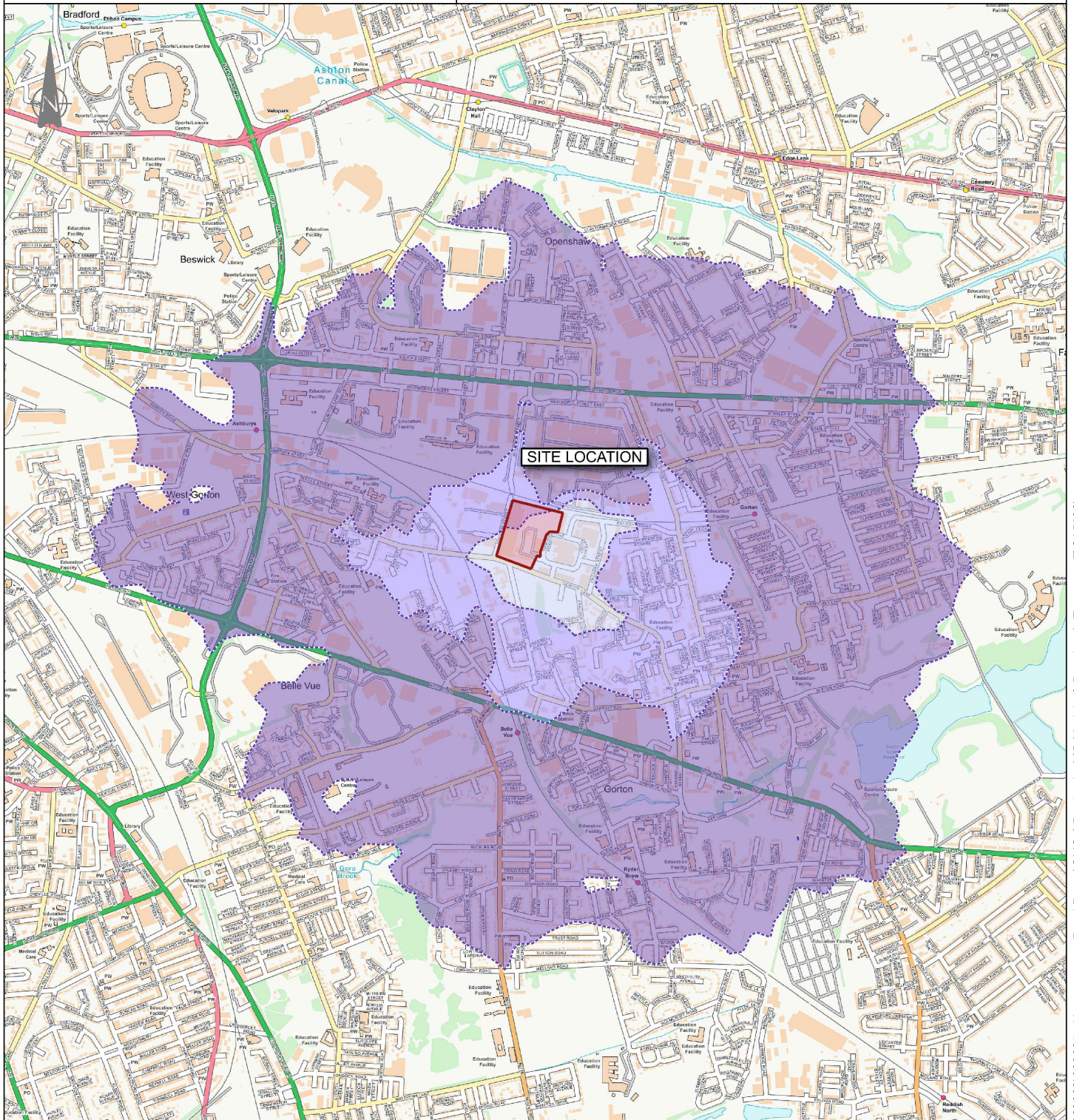
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Designed By: LL Date: 16/01/19

Scale: NTS

Project No: Originator: Zone: Level: Type: Discipline: Category / Number: Rev:

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KEY: Site

Walking Catchment:

- 2000m
- 1000m
- 500m

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Project:
HAMMERSTONE ROAD DEPOT

Drg Title:
ACCESSIBILITY
INDICATIVE CYCLE CATCHMENT

Status:
PRELIMINARY

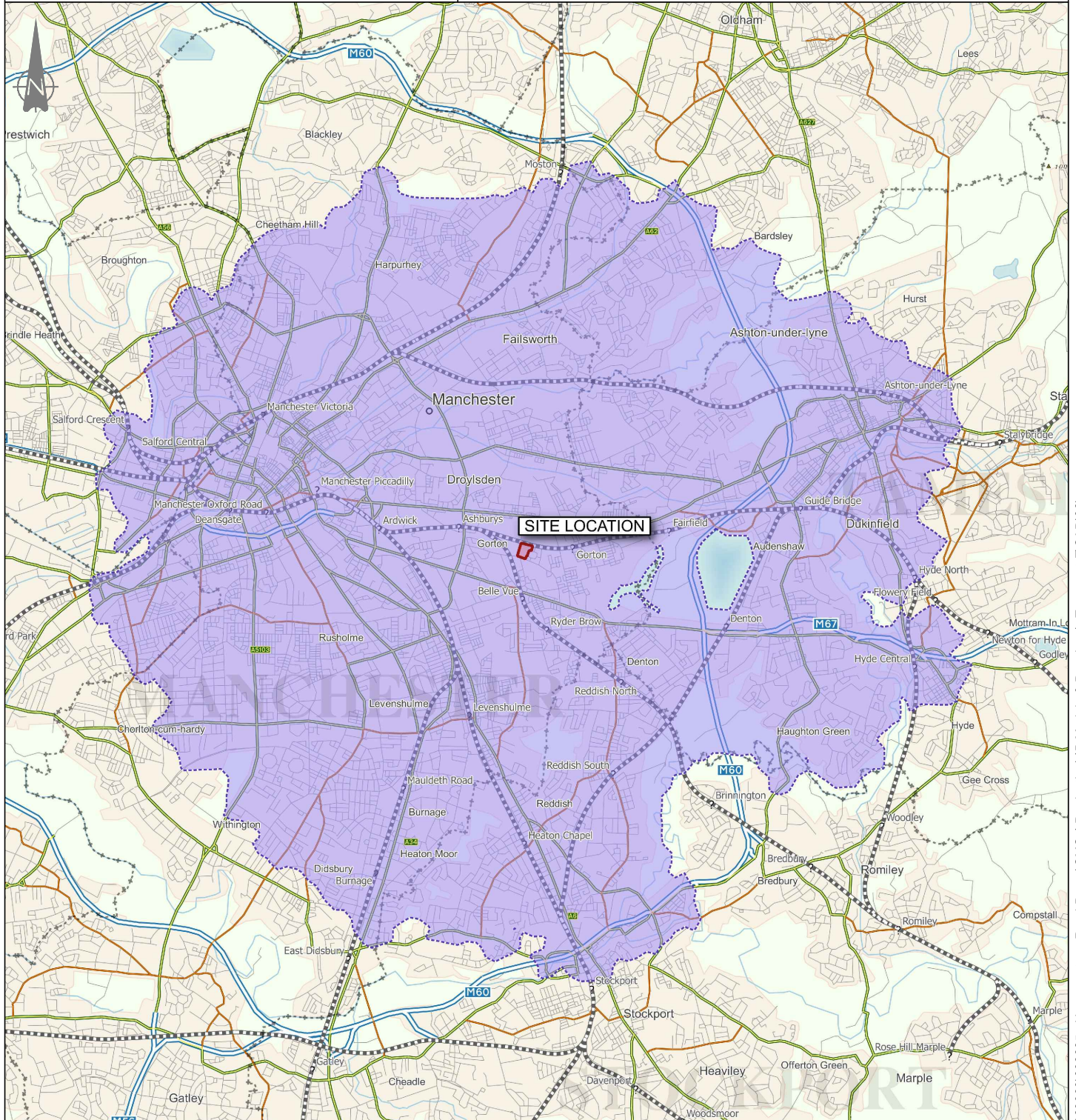
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Designed By: LL Date: 16/01/19

Scale: NTS

Project No: Originator: Zone: Level: Type: Discipline: Category / Number: Rev:

68065 - CUR - 00 - XX - DR - TP - 06004 - P01



KEY:



Site

Cycle Catchment:



8000m



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Leeds • Liverpool • London • Manchester • Nottingham

Project:
HAMMERSTONE ROAD DEPOT

Drg Title:
ACCESSIBILITY
INDICATIVE PUBLIC TRANSPORT
CATCHMENT

Status:
PRELIMINARY

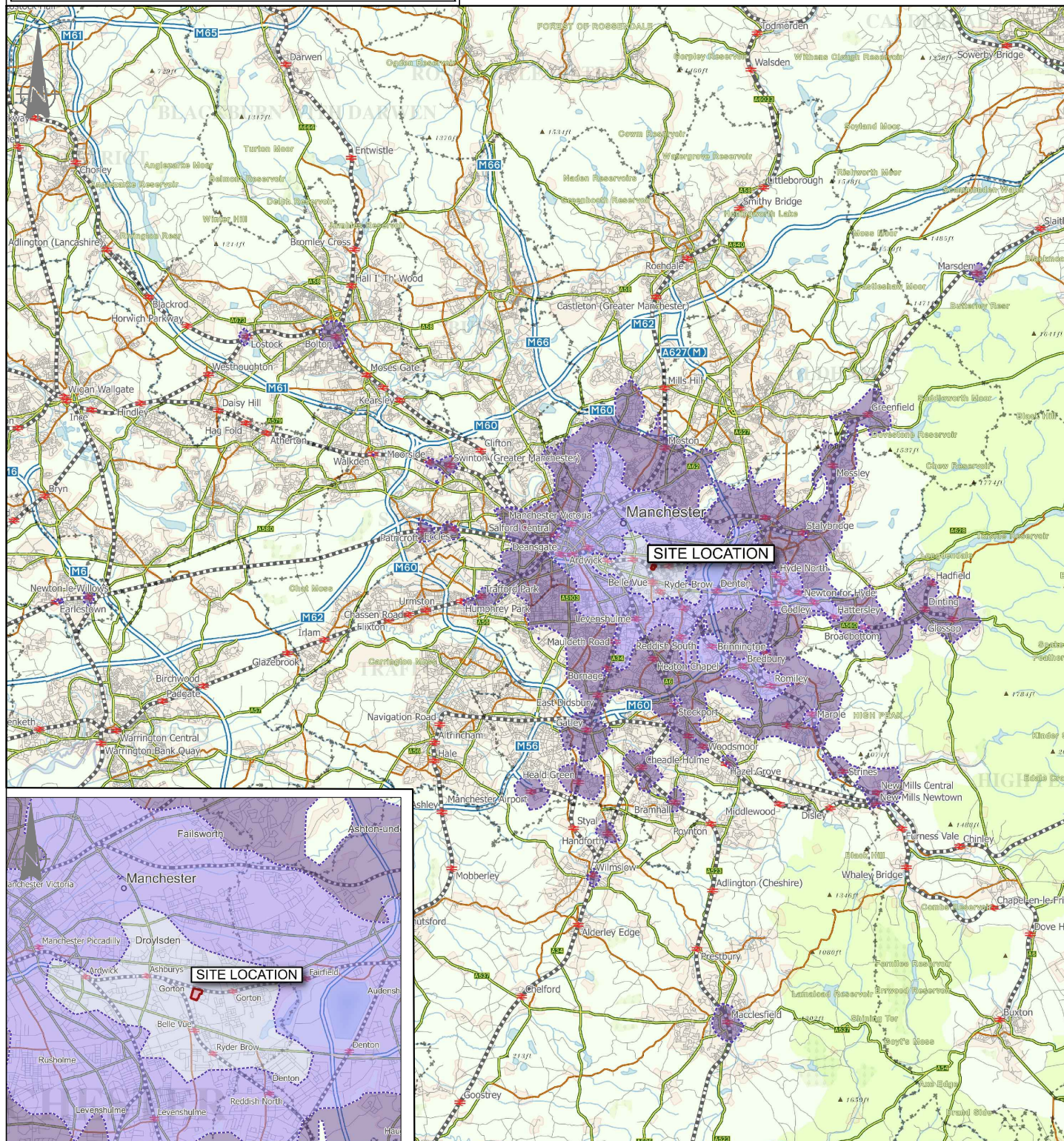
Drawn By: LL Checked By: MT

Designed By: LL Date: 16/01/19

Scale: NTS

Project No: Originator: Zone: Level: Type: Discipline: Category / Number: Rev:

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KEY: Site

Public Transport Catchment:

- 60 minutes
- 40 minutes
- 20 minutes

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Appendix A – Approved Site Layout



General Notes

Do not scale from this drawing. Only work to written dimensions.

All site dimensions shall be verified by the Contractor on site prior to commencing any works.

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MORGAN SINDALL

Hazard Identification

ref	hazard	date
H01	Falls from height	17.11.21
H02	Existing asbestos roof sheeting	17.11.21
H03	Existing lead based paint to structure	17.11.21
H04	Works in proximity to the railway	17.11.21
H05	Rooflights are non-fragile but not trafficable	17.11.21

Notes:

- 8no. House Sparrow nest boxes to be built into the western facade of the Loco Shed as specified in Enviro Solutions Bat Survey
- Pest Control Bee Hives relocated from Hooper Street Depot to the south east corner of the Hammerstone Road Depot site
- Existing fences are to be retained and repaired where necessary
- All proposed external materials subject to approval with the Planning Authority

Refer to Curtins drawing HRD-CUR-XX-00-DR-C-91-602 for external levels

Refer to Curtins drawing HRD-CUR-XX-00-DR-C-94-700 for type & extent of external hardstanding surfaces

Rev.	Description	Date	ISS	APP
C07	MCC parking refs updated, staff parking re-instated on former Coca-Cola Building location, 12no. cycle hoops added near Biffa's Offices, staff parking numbers updated, macadam footways & kerbing re-instated	2024.02.21	AT	AT
C06	MCC referencing added	2024.01.25	AT	JP
C05	Proposed tree positions relocated to avoid sewer easements & Coca Cola building slab	2023.12.11	AT	AT

Scale: As indicated @ A1
Status: PD - Published Document (Construction)
Drawn By: JP
Checked By: AT
Date: 22.01.2024

Client: Morgan Sindall

Project: 18021 Hammerstone Road Manchester

Sheet Name: Proposed Site External Works Plan

Project No.	Orig.	Zone	Level	Type	Role	Cls	Dwg No.	Rev
HRD-FRA-00-XX-DR-A-90-0210								C07

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Appendix B – Example Travel Survey

Introduction

Curtins is assisting Manchester City Council in implementing a Travel Plan at the Hammerstone Road depot.

A Travel Plan is a strategy and package of measures that aim to promote sustainable travel, including walking, cycling, public transport use and car sharing. This will help to deliver health, environmental and financial benefits for all those who work at the site.

Please complete this short travel survey to help inform the Travel Plan. It should take up to 5 minutes to complete. The information provided will be treated as confidential and processed in accordance with the Data Protection Act 2018.

Once completed, please return the survey to [INSERT NAME].

Travel Survey Questions

1. How far do you travel to work?

- ☐ Less than 2km
- ☐ 2km – 5km
- ☐ 5km – 8km
- ☐ More than 8km

2. What shift do you usually work? Please specify:

.....

3. How do you typically travel to work?

If you used multiple modes of transport (i.e. walk and train), please pick the longest leg (in time) of your journey.

- | | |
|---|---|
| ☐ Car – as driver, on your own | ☐ Bicycle |
| ☐ Car – as, or with (a) passenger/s | ☐ Bus |
| ☐ Taxi | ☐ Motorbike / Scooter |
| ☐ Walk / Jog / Run | ☐ I am a home / remote worker |
| ☐ Other (please specify) | |

.....

4. If you drive or are driven, where is the vehicle usually parked?

- ☐ On-site within the depot
☐ Off-site – please specify road / location

.....

5. Why do you travel this way? (Please tick all that apply)

- | | |
|---|--|
| ☐ It is the most convenient mode of transport | ☐ Limited shower and changing facilities |
| ☐ There was no viable alternative mode | ☐ Safety |
| ☐ Distance from my home address to work | ☐ Shift pattern |
| ☐ It is the cheapest mode of transport | ☐ I have other commitments outside of work |
| ☐ Limited secure cycling facilities available | ☐ I don't know the safest route to cycle to work |
| ☐ Other (please specify) | |

.....

6. If you drive to work on a regular basis, would you be willing to try more sustainable transport options such as walking, cycling, public transport, or car sharing some of the time?

- ☐ Yes
☐ No (please specify why)

.....

.....

7. Are there any barriers which make it difficult for you to use these more sustainable transport options, or continue doing so? If so, please write them below.

.....

.....

8. Are there any incentives that would encourage you to use these more sustainable transport options, or continue doing so? If so, please write them below.

.....

.....

9. Do you have any other comments about your journey to work?

.....

Thank you for completing this Travel Survey.

Our Locations

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