Travel Plan

Global Banking School, Universal Square, Ardwick

Global Banking School - UK

Prepared by:

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Basis of Report

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1.0 Introduction

1.1 Vectos has been appointed by the Global Banking School (GBS) – UK to provide highways and transport advice in support of the further expansion of the GBS at Building 4, Universal Square in Ardwick, Manchester.

1.2 This Travel Plan (TP) is aimed at promoting a choice of sustainable transport modes for future site users. It contains a range of measures and procedures for encouraging a move away from single occupancy car travel towards public transport, walking, cycling and car sharing.

Site Location

1.3 The development site is bound by the A665 Devonshire Street North to the west, the railway line that runs out of Manchester Piccadilly Railway Station to the east and north and a Stagecoach Bus Depot and self-storage unit to the south.

1.4 Universal Square consists of five buildings with a combined floor area of approximately 24,155sqm (260,000sqft), and GBS has occupied Building 4 at the site from around 2019.

1.5 The location of the site is shown in **Figure 1.1** below.

Figure 1.1: Aerial View of Site Location



1.6 The GBS site falls within the jurisdiction of Manchester City Council (MCC), who are both the Local Planning and Highway Authority.

Consented Development

1.7 GBS has recently occupied additional space at the site of 2,787sqm (30,000sqft). This further expansion was referred to as Phase 3 and the subject of an approved planning application in 2021 (MCC ref: 130541/FO/2021).

1.8 With the implementation of Phase 3, the overall floor space occupied by the GBS at Universal Square has increase to 4,459sqm (48,000sqft). It is projected that around 3,500 students will be enrolled at the site by the end of 2022, 5,300 by the end of 2023 and 6,600 students by the end of the 2023-2024 academic year. It is estimated that GBS will employ around 150 staff by 2024.

Context of the Travel Plan

1.9 This document sets out the Detailed TP and is intended to assist in the discharge of Condition 10 of the Decision Notice issued for the consented development:

"*Within six months of first occupation of the floorspace, an updated Travel Plan shall be submitted and agreed in writing by the City Council as Local Planning Authority. The Travel Plan shall include details of:*

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

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."

1.10 This TP builds upon the travel plan strategy developed as part of previous development phases. This document forms a further updated Detailed TP that takes into account the information about travel patterns of the staff and students to derive modal split data and aspirations.

Report Structure

1.11 Following this introductory section, this TP is structured as follows:

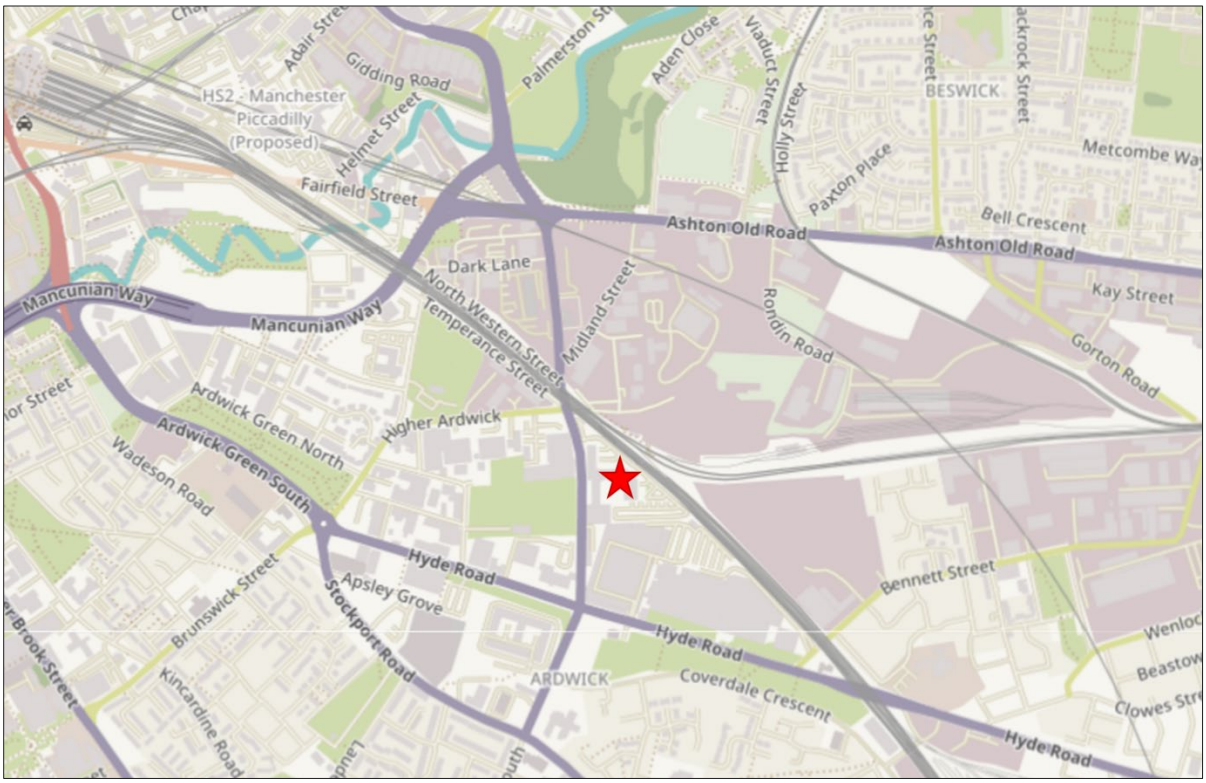
- Section 2: Site Accessibility;
- Section 3: Proposed GBS Operation;
- Section 4: Aims, Objectives and Targets;
- Section 5: Travel Plan Measures and Initiatives;
- Section 6: Travel Plan Delivery; and
- Section 7: Action Plan, Roles and Responsibilities.

2.0 Site Accessibility

2.1 This section of the report describes the accessibility of the Universal Square site by sustainable modes of transport.

2.2 There are a wide range of transport services situated within walking distance of Universal Square, including bus stops on the A57 Hyde Rd, Ashton Old Rd and Manchester Piccadilly Station. The site location within the local context is shown in **Figure 2.1** below, and a plan of local facilities is included as **Plan 1**.

Figure 2.1: Site Location (Local Context)



Pedestrian Accessibility

2.3 The IHT document 'Guidelines for Providing for Journeys on Foot' (2000) contains suggested acceptable walking distances for pedestrians without mobility impairment for common facilities. The guidance states that, *'walking accounts for a quarter of all journeys and four fifths of journeys of less than 1.6km. It is suggested that, for commuting, up to 500m is a desirable walking distance, with 1km and 2km being acceptable and preferred maximum respectively'*. Walking can also be promoted as part of a multi-modal journey, particularly with public transport.

2.4 The site is located within an established commercial area and benefits from good accessibility to the local services and amenities along the A57 Hyde Road and A6 Stockport Road, and with Manchester City Centre to the northwest. The roads in the vicinity of the site benefit from wide, good quality footways on both sides of carriageways, including the provision of dropped kerbs and tactile paving at crossing locations and there is a controlled

pedestrian crossing on the A665 adjacent to Universal Square. The main entrance to the Universal Square buildings is from the eastern footway on the A665.

2.5 Within 400m of the site, GBS users would have access to bus stops on the A57 Hyde Road to the south of the site and the A57 / A665 signalised junction comprises of controlled pedestrian crossings to facilitate access to bus stops located either side of this junction.

2.6 Within approximately 1.5km of the site, students, staff and visitors would have access to Manchester City Centre including Manchester Piccadilly Station using the existing footway network.

2.7 The most direct pedestrian walking route to the City Centre is via the A665 and Fairfield Street. A plan showing 1km and 2km walking isochrones around the site is included as **Plan 2**.

Cycling Accessibility

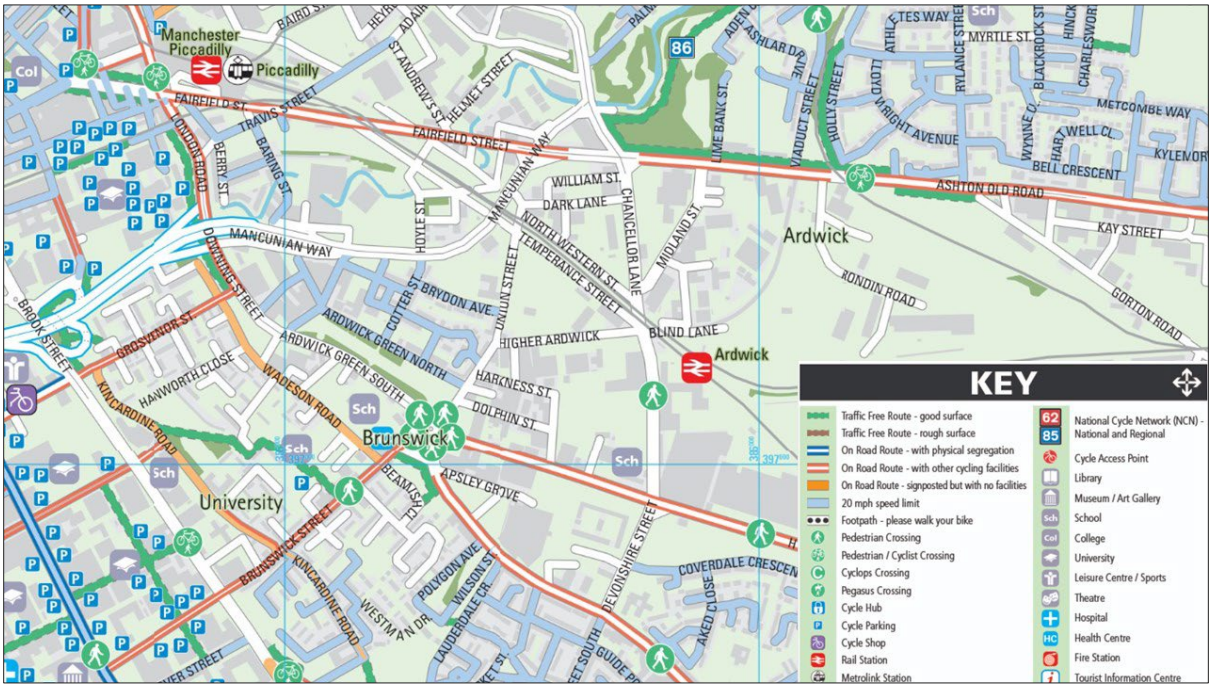
2.8 Cycling is a vital part of both national and local transport policy. An increased perception of cycling as a real alternative mode of transport to the car and a growth in cycling as a leisure activity has increased the demand for cycling.

2.9 The IHT document 'Cycle Friendly Infrastructure: Guidelines for Planning and Design' (1996) provides a guide on suggested cycle speeds associated with cyclists of varying confidence and ability. With reference to the guidance, a catchment of 5km would be available within approximately 20 minutes cycle time, using a speed of 10mph (16kph). A plan showing 5km cycling isochrone around the site is included as **Plan 3**.

2.10 In addition, the Department for Transport (DfT) Local Transport Note 1/20 Cycle Infrastructure Design sets out guidance on cycle infrastructure and states that, "*two out of every three personal trips are less than five miles in length – an achievable distance to cycle for most people*".

2.11 A 5km cycle from the site encompasses a large extent of the built-up area of Manchester including the city centre. As shown in **Figure 2.2**, the site is well located in relation to the Transport for Greater Manchester (TfGM) Cycle Network with the A57 Hyde Road, A6 Stockport Road and Fairfield Street designated as on-road cycle routes. The A57 / A665 signalised junction includes Advanced Stop Lines (ASL) to facilitate priority for cyclists ahead of traffic at this location.

Figure 2.2: Extract from the Transport for Greater Manchester Cycle Map



2.12 In order to encourage GBS users to cycle there are four areas of external cycle parking at Universal Square in the form of uncovered Sheffield stands and covered cycle racks (providing capacity for approximately 35-40 cycles), together with a secure bike store provided at the rear of Building 4 which has capacity for 30 bikes. There are also showers and changing facilities available at Universal Square.

2.13 The recently implemented GBS Phase 3 is supported by an emerging package of pedestrian and cyclist improvement works on the A665 to the north of the site, which are aimed at supporting access to the site by non-motorised users. A preliminary drawing indicating the proposed active travel improvements in the vicinity of the site are shown in **Drawing VN211877/SK-01/C** included at the rear of this report, and this highway scheme is being brought forward by the landlord at Universal Square in conjunction with the Local Highway Authority. At the time of drafting this report, these works are currently being progressed through the design stage and will deliver increased footway widths, additional crossing facilities and lighting to assist pedestrian access to the GBS site.

2.14 Whilst not shown in **Figure 2.2**, TfGM has recently installed a cycle hire docking station in close proximity to the GBS site. These bikes can be hired on a pay as you ride basis or as part of minute bundles. The scheme is operated by Beryl on TfGM's behalf.

2.15 The docking station is located around 100m north of the GBS site on the A665 Chancellor Lane. An image of the docking station is shown in **Figure 2.3.**

Figure 2.3: TfGM Cycle Docking Station – A665 Chancellor



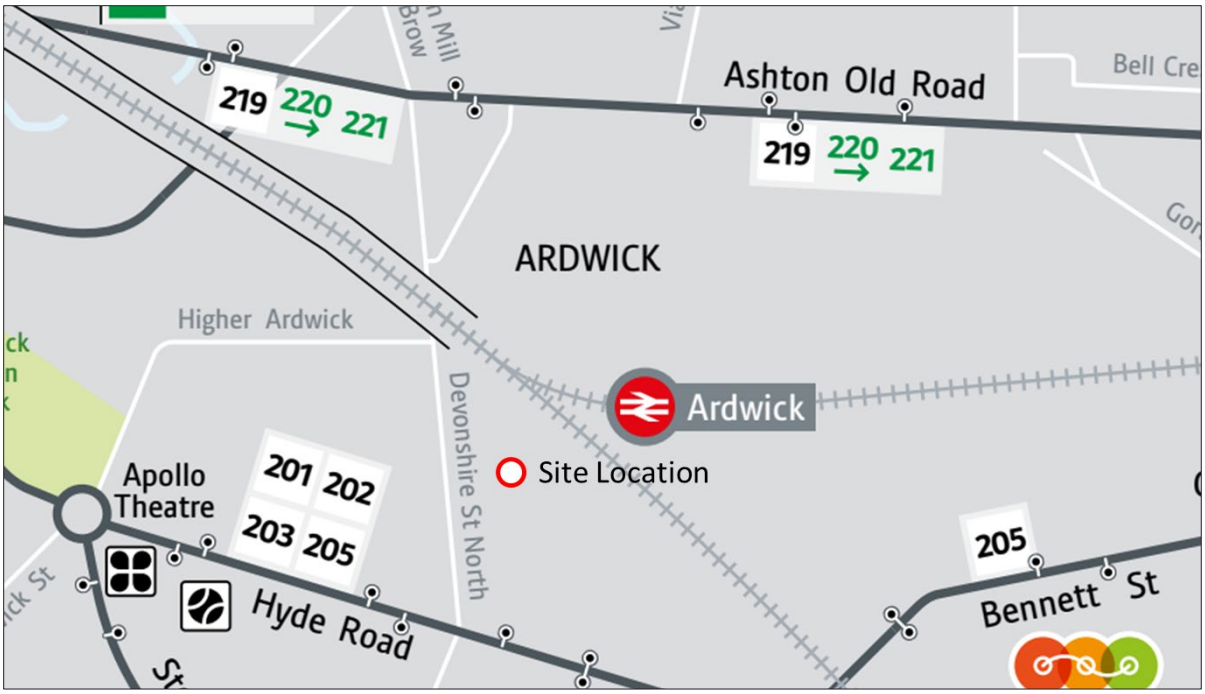
2.16 Access to the docking station will connect GBS site into the wider Bee Network of cycle hubs which are located around the City Centre and outlying suburban areas.

Bus Access

2.17 The Institution of Highways and Transportation (IHT) document 'Guidelines for Planning for Public Transport in Developments' (1999) suggests that the maximum walking distance to the nearest bus stop should not exceed 400m and preferably be no more than 300m.

2.18 A map of the available bus services in the vicinity of the site is shown in **Figure 2.4**, and this indicates that there are a wide range of public bus services that stop within 400m walk of Universal Square for the GBS staff, students and visitors to use.

Figure 2.4: Local Bus Network Surrounding the Site



2.19 The closest bus stops are located on the A57 Hyde Road to the south of the site within a 350m walk and there are two pairs of bus stops on either side of the A665 / A57 signalised junction. These four bus stops comprise of shelters with timetable information.

2.20 The bus services which would be accessible through these stops are 201, 201N, 202, 203 and 205. Additionally, there are signalised pedestrian crossings on all four arms of the A665/ A57 junction, which provide access to the westbound bus stops on the south side of the A57 carriageway.

2.21 These bus routes provide services late into the evening and all day on a Saturday and Sunday except for 201N. The 201N is a night bus service working on Friday night at 00:45 and 01:45. The service hours for the bus routes covers the opening times of the GBS. Overall, these routes provide high frequency bus connections throughout the week to Manchester Piccadilly Station and the Bus Interchange at Piccadilly Gardens in the City Centre, thus facilitating multi-modal trips. Heading in the outbound direction these services provide links to a range of localities such as Hyde, Denton, West Gorton and Stockport, amongst other more local destinations.

2.22 The detailed timetable information for these bus routes can be accessed at https://tfgm.com/public-transport/bus.

2.23 There is a free shuttle bus service available for tenants and visitors to the Universal Square site which GBS users can access. This service consists of two mini-buses that run between the site and Manchester Piccadilly Station between 07:30 – 09:30 and 16:30 – 18:30, Monday to Friday.

Rail Access

2.24 The closest rail station to the site is Ardwick, which is immediately adjacent to Universal Square to the east. However, access (via bus, walking and cycling) is considered to be the more convenient to the City Centre stations of Oxford Road and Manchester Piccadilly given the infrequent train services that are available from this station.

2.25 The site is located around 1.5km from Manchester Piccadilly Rail Station, an approximate 20 minute walk away, and is accessible via footways on the A665 and Fairfield Street. Manchester Piccadilly provides high frequency rail services to a wide range of local, regional and national destinations, as well as facilitating connections to the other major rail interchanges in the city centre of Manchester Oxford Road and Manchester Victoria.

2.26 The detailed timetable information for train services available from the central Manchester rail stations can be accessed at https://tfgm.com/public-transport/train.

Metrolink Access

2.27 Piccadilly is the closest Metrolink station, and located within Manchester Piccadilly Rail Station around 1.5km to the northwest. From the Piccadilly, the Bury, Ashton-under-Lyne and Altrincham lines are immediately accessible, and these provide connections to the Rochdale, Media City / Eccles, East Didsbury and Manchester Airport lines via the other City Centre tram stops.

2.28 Trams on the Ashton-under-Lyne line run at an average frequency of every 12 minutes. The trams run all through the week from early morning to late at night, which encompasses the operational hours of GBS. A map of the Metrolink network and detailed timetable information for tram services can be accessed at https://tfgm.com/public-transport/tram.

Summary

2.29 This chapter has described the accessibility of the site by sustainable modes of transport and the following conclusions can be drawn:

- Pedestrian and cycle infrastructure surrounding the site is well established and of good quality. The site benefits from numerous pedestrian crossing facilities in its vicinity including at key signalised junctions to the north and south, as well as wide and well-lit footways. Cycle infrastructure is provided on Hyde Road, Stockport Road and Fairfield Street and is of a good quality;
- Bus services are within accessible distances for pedestrians on Hyde Road and operate at a high frequency. These services offer connections to a wide range of locations including Manchester City Centre, Hyde and Stockport. There is a free shuttle bus service available for tenants and visitors to the Universal Square site that runs between the site and Manchester Piccadilly Station at 07:30 – 09:30 and 16:30 – 18:30, Monday to Friday; and
- Rail and Metrolink services from Manchester Piccadilly Station are within the maximum recommended walking distance and could be accessed as part of a multi-mode journey as the site benefits from good provision of other sustainable transport modes.

2.30 In summary, the site is well integrated into an established sustainable transport network with links available to the local public transport network, pedestrian and cycling facilities. This baseline provides an important basis for encouraging trips to / from the site by sustainable modes and will assist in the overall effectiveness of the TP.

3.0 Global Banking School, Manchester

3.1 This section describes the operational characteristics of the GBS facility at Universal Square.

Global Banking School

3.2 As described in the introductory section of this report, GBS has expanded its educational services at Universal Square in recent years.

3.3 The recent Phase 3 expansion has resulted in GBS occupying 4,459sqm (48,000sqft) of the overall floor space at Universal Square. It is projected that around 3,500 students will be enrolled at the site by the end of 2022, 5,300 by the end of 2023 and 6,600 students by the end of the 2023-2024 academic year. It is estimated that GBS will employ around 150 staff by 2024.

3.4 GBS offers programmes of study through partnerships with numerous colleges and universities for applied education in finance, banking, business, healthcare and hospitality management.

4.0 Aims, Objectives and Targets

4.1 This section outlines the objectives of the TP for the GBS at Universal Square and also considers the established travel patterns of the surrounding area.

4.2 Objectives are required in order to give the plan direction and to provide focus. Targets are measurable goals that are set in order to assess whether the objectives have been achieved. It is also useful to identify a number of indicators which can be monitored to determine whether the targets have been met and thus if objectives have been achieved.

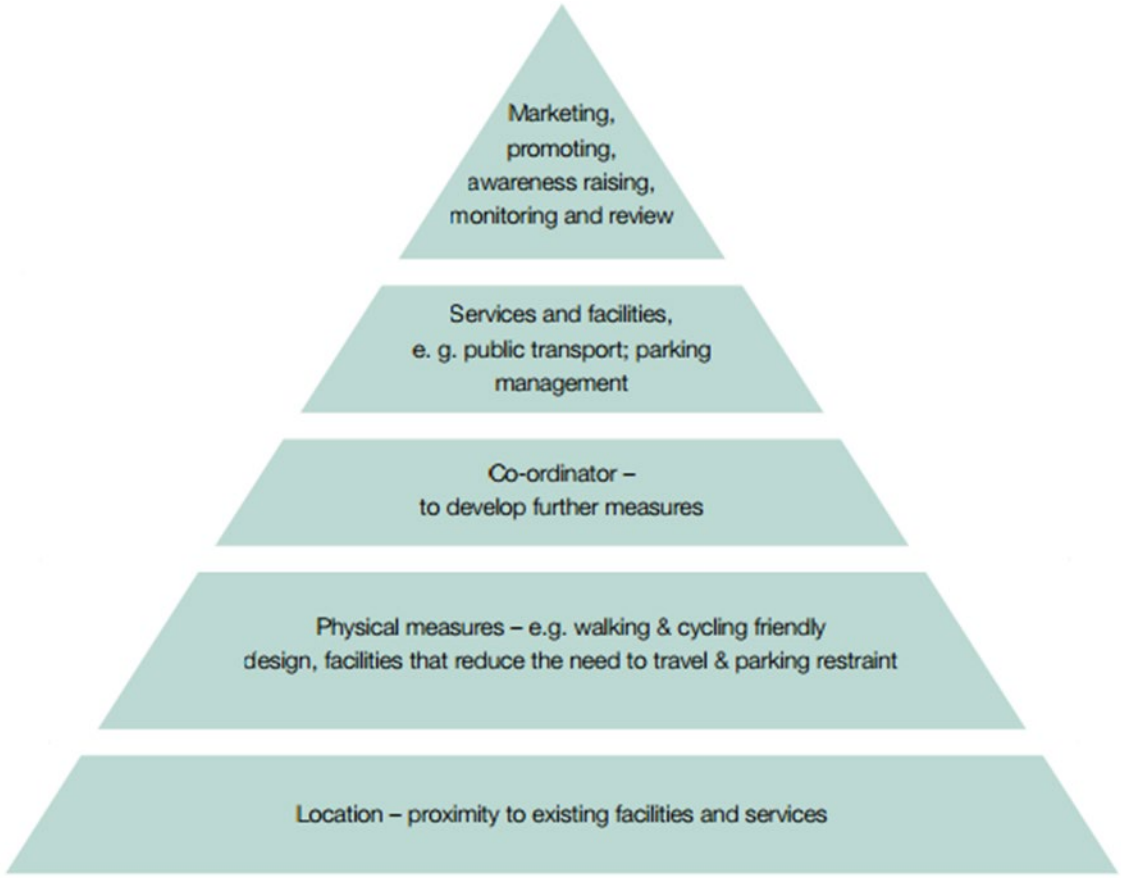
4.3 This TP recognises that there is not one specific mode of transport suitable for every individual and that there need to be a number of alternatives in place. A TP is intended to promote flexibility and choice, focusing efforts on encouraging a reduction in car use rather than prohibiting it.

4.4 Due to the nature of the GBS as a higher education training facility this TP relates primarily to students, but also staff and visitors to the site as well.

Travel Plan Pyramid

4.5 Within the DfT guidance 'Good Practice Guidelines: Delivering Travel Plans through the Planning Process', the TP pyramid sets out the various facets of a TP that are key to making it successful. The pyramid is reproduced in **Figure 4.1**.

Figure 4.1: Travel Plan Pyramid



Travel Plan Objectives

4.6 In line with National and Local Government planning policy and guidance, the aims of this TP are:

- To encourage students, staff and visitors to use alternatives to the private car;
- To reduce the traffic generated by the GBS facility (in particular single occupancy car trips) to a lower level of car trips than would be predicted without the implementation of the TP;
- To increase the awareness of the advantages and potential for travel by more environmentally friendly modes;
- To promote healthy lifestyles and a sustainable culture amongst the GBS users; and
- To introduce a package of management measures that will facilitate travel by modes of transport other than the private car.

Baseline Travel Patterns

4.7 As outlined in Section 1 of this report, in order to more accurately inform this TP update with regard to user travel patterns, staff and students at the site were asked what mode of travel they undertook in order to get to and from Universal Square as part of an online travel survey.

4.8 Mode share data was obtained in August 2023 by GBS from a total of 403 people, representing a response rate of around 10%, based on the site's total number of enrolled students. Based on the number of staff employed at the site, it is noted that 56% of staff has completed the survey.

4.9 The mode share results are illustrated in **Figure 4.2** and **Figure 4.3.**

Figure 4.2: Mode Share Results from Student Survey

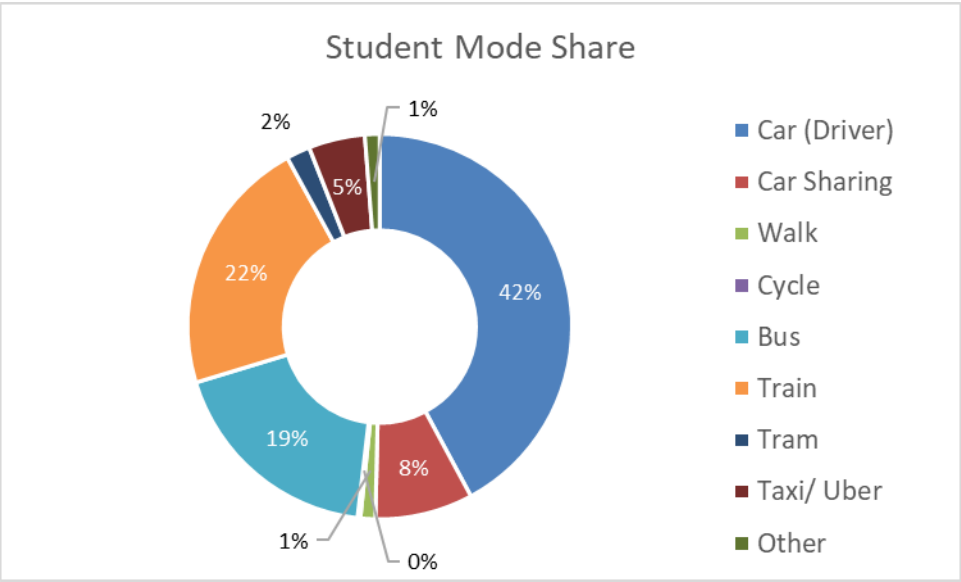
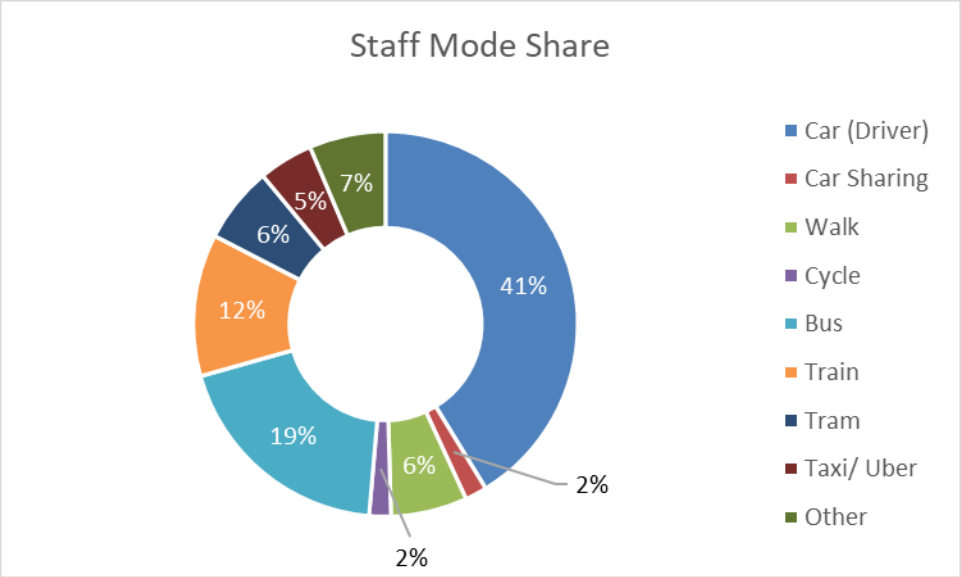


Figure 4.3: Mode Share Results from Staff Survey



4.10 As shown in the above, a majority of staff and students at GBS currently choose to travel through sustainable modes of transport. However, car drivers still form a significant minority of survey respondents which suggests a considerable scope for further modal shift towards sustainable travel.

4.11 The survey of staff and students included an opportunity for respondents to identify improvements that would encourage them to either change to or sustain sustainable travel behaviours. A brief summary of key feedback from staff and students is provided below:

- Safe and dedicated car parking spaces for staff;
- Improved cycle facilities;
- Public transport discounts; and
- Additional street-lighting under bridges.

Travel Plan Targets

4.12 TP targets should be Specific, Measurable, Achievable, Realistic and Time-bound ("SMART").

4.13 Presented in **Table 4.1** and **Table 4.2** are proposed mode shift targets for the following five years of the GBS facility at Universal Square in light of the travel survey results. These future mode share targets for staff and pupils are considered to be realistic based on the results of the travel surveys of the GBS users that were undertaken in August 2019, which indicated a car driver mode share of 56% at that time.

Table 4.1: Mode Shift Targets for Students

Mode of Travel	Baseline	Year 2	Year 5
Car (Driver)	42%	35%	25%
Car Sharing	8%	9%	10%
Walk	1%	2%	3%
Cycle	0%	1%	3%
Bus	19%	20%	22%
Train	22%	23%	25%
Tram	2%	3%	4%
Taxi/ Uber	5%	6%	7%
Other	1%	1%	1%

Table 4.2: Mode Shift Targets for Staff

Mode of Travel	Baseline	Year 2	Year 5
Car (Driver)	41%	35%	25%
Car Sharing	2%	3%	5%
Walk	6%	7%	8%
Cycle	2%	3%	4%
Bus	19%	20%	23%
Train	12%	13%	15%
Tram	6%	7%	8%
Taxi/ Uber	5%	6%	6%
Other	6%	6%	6%

5.0 Travel Plan Measures and Initiatives

5.1 The initiatives put forward for implementation in this TP are intended to encourage and promote travel by sustainable modes. As far as possible, the measures set out are designed to be suitable for review and monitoring. This TP builds upon the sustainable transport opportunities and measures already established as part of the TP produced in 2020, and then phase 3 of the GBS expansion . For ease of reference, the headline measures in the TP are provided below:

- Provision of travel information to new staff and students;
- Provision of travel information in GBS suite communal areas via bulletin board(s). Including public transport timetables, information on local taxi firms and walking cycling maps;
- Promote benefits of walking and cycling – make health benefits clear via 3rd party promotional material;
- Implement and promote a range of walking, cycling, public transport and car sharing measures and incentives in line with those identified in the TP;
- Establish a partnership with local cycle store to provide discounts / vouchers etc to staff and establish relationships with MCC, TfGM and public transport operators;
- Liaison with MCC and TfGM to ensure walking and cycling routes in the vicinity of the site are appropriately maintained;
- Monitoring of the use of cycle parking facilities at Universal Square, and provision of additional parking facilities should demand warrant it;
- Monitoring of car parking usage by GBS users. Consideration of further TP measures if demand exceeds the on-site availability of parking spaces;
- Advertise travel events and national travel days to encourage participation; and
- Ensure travel information is periodically kept up to date and made available for staff and students.

5.2 The list is not exhaustive and additional measures may be added to the list in the future as the TP develops.

5.3 The TP Co-ordinator will investigate and adopt other potential initiatives to increase the attractiveness of making journeys to the site by non-car modes where appropriate.

5.4 This TP builds upon the sustainable transport opportunities and measures already in place at Universal Square for tenants and visitors to utilise. A link to this information on the Universal Square website is provided below:

- https://www.universalsquare.co.uk/location/

Development Provision for Sustainable Travel Modes

5.5 As already described, Universal Square is located in good proximity to local transport links which provides access to sustainable transport as summarised below:

- Well established pedestrian and cycle infrastructure available within the vicinity of the site;
- Universal Square is within acceptable walking distance of bus stops with good service provision, and access to rail and tram networks is within 2km of the site; and
- There is cycle parking provided on-site for students and staff to use along with shower and changing facilities at Universal Square.

Provision of Information

5.6 The dissemination of information relating to sustainable travel modes of transport will be an important part of the TP.

- Staff and students will be made aware of the existence of the TP for GBS at Universal Square including the nominated TP Co-ordinator. A copy will be made available to MCC and TfGM, and also on the GBS website;
- Travel information on sustainable transport options for making journeys to Universal Square will be included in Welcome Packs / Starter Packs for new staff and students each academic year, which will be the responsibility of the TP Co-ordinator in conjunction with the GBS head office to organise; and
- Travel bulletin board(s) to be set up in communal areas within the GBS suite. These bulletin board(s) will include walking and cycling maps, public transport information and promotional material relating to any sustainable travel events.

Mode Specific Travel Information

Walking

5.7 Measures to encourage walking as either a single trip or as part of a multi-modal journey will include:

- TP Co-ordinator liaison with the MCC and TfGM to ensure that pedestrian walking routes serving Universal square are appropriately maintained;
- Staff and students are informed of active travel opportunities through the use of information sheets provided on bulletin board(s) in communal areas;
- Staff and students will also be directed to use www.walkit.com, which is an online website and app that assists in planning journeys by foot. Walkit.com provides details of alternative routes and the approximate travel times, the number of calories burnt, step count and carbon savings for each trip;
- Participate in Walk to Work week;
- Organise health and wellbeing checks for staff and students;
- Provide incentives for people to walk e.g. pedometers, umbrellas, discounts at outdoor clothing shops; and
- Identify safe and convenient routes to Universal Square on the websites (Universal Square and / or GBS) with a link to the walkit.com facility.

Cycling

5.8 Cycling is promoted with cycle parking provided at Universal Square along with showers and changing facilities. Further measures to encourage cycling should include:

- Monitoring of cycle parking facilities at Universal Square by the TP Co-ordinator in conjunction with the landlord with additional cycle parking provided should demand warrant it;
- Provide a link to the TfGM cycle map on the websites (Universal Square and / or GBS);
- Promotional material on bicycle maintenance to be available to staff and students (possibly via the Universal Square and / or GBS websites);
- Advertisement of a local bicycle user group;
- Consider offering a tax free cycle scheme for GBS staff. Information on how this scheme works for employers is provided via https://www.cyclescheme.co.uk/employers;
- Organising cycle training and maintenance sessions for staff and students in conjunction with MCC and TfGM. More information on such initiatives is available on websites including www.bikeability.org.uk or www.bikeright.co.uk . TfGM can also help in become cycle-ready before commuting this way via https://beeactive.tfgm.com/cycling/courses-and-bike-maintenance/ ;
- Participate in National Bike Week events;
- The TP Co-ordinator to liaise with MCC and TfGM to ensure that cycle routes and facilities around the area are appropriately maintained; and
- Option for partnership with local cycle store(s) (to be identified by the TP Co-ordinator), which may facilitate the provision of vouchers or discounts for staff and students.

5.9 Staff and students can use online websites like www.sustrans.org.uk which assist in planning journeys by cycle. In addition to this, TfGM's online cycle map can be accessed from the website www.tfgm.com/cycling.

Public Transport Services

5.10 As previously noted, there are a number of bus services available in the vicinity of the site with Manchester Piccadilly Station a short distance away to the northwest of Universal Square, which provides excellent access to the rail and tram networks. There is also a free shuttle bus service available for tenants and visitors to the Universal Square site which GBS users will be able to access. This service currently consists of two mini-buses that run between the site and Manchester Piccadilly Station between 07:30 – 09:30 and 16:30 – 18:30, Monday to Friday.

5.11 Measures to encourage bus, train and tram usage by GBS users include:

- The landlord of Universal Square is committed to providing the shuttle bus service for the benefit of the tenants and will implement additional services if required. The use of the service is under constant review and either more buses or larger vehicles will be considered as necessary to support demand;

- Make available up-to-date details of bus services including route information and service frequencies via bulletin board(s) in communal areas at the GBS suite;
- The TP Co-ordinator will liaise regularly with the public transport operators and TfGM for up to date information on bus operations serving the area around Universal Square, as well as liaising with these stakeholders to promote local service and infrastructure improvements;
- Students and staff will also be made aware of the online websites administered by the public transport operators;
- Investigate the possibility of negotiating discounted travel passes from public transport operators; and
- Promote the use of the free shuttle bus service operated at Universal Square; and
- Consider offering interest free loans for season tickets for GBS staff.

5.12 Staff and students can also access the TfGM website, https://tfgm.com/public-transport , to find out additional information regarding local travel options. For regional journey planning websites including www.trainline.com and www.nationalrail.co.uk can be used.

Car Sharing

5.13 It is recognised that a proportion of staff and students will not have a reasonable way of commuting to the site via public transport or active travel based on their home location. Car sharing is therefore a viable option in reducing the number of cars the site generates.

5.14 The TP Co-ordinator will promote the benefits of car sharing to staff and students. Car sharing will allow the GBS users to benefit from the convenience of the car whilst saving money by reducing mileage and petrol costs, car parking demand, congestion and pollution.

5.15 The car share scheme Liftshare is completely free to join and use. More information on Liftshare can be accessed via www.liftshare.co.uk.

5.16 GBS will also investigate promoting the use of Kinto Join, which is a car sharing app and online platform which enables people in communities to identify each other and easily arrange to share journeys. It provides real time location information and organisations can create their own car sharing community within Kinto Join. The link to the website is https://www.kinto-join.co.uk/.

Communication

5.17 It is considered that a successful TP is built upon effective consultation within the GBS in Manchester and with the wider organisation, the Universal Square community and the local authority.

5.18 This will be best achieved through a wide range of surveys, meetings and regular publicity. Staff and students will be given the opportunity to provide input into the TP via these forums to facilitate discussions on both promoting and improving the opportunities for travel by sustainable transport modes.

6.0 Travel Plan Delivery

6.1 This section of the report provides details of the manner in which the TP is being implemented. It outlines the administration of the TP along with the proposed methodology for monitoring and review.

Travel Plan Administration

6.2 The TP Co-ordinators for the GBS facility at Universal Square in Ardwick are listed below:

Name: Dapinderpal Goraya

Mail: dgoraya@globalbanking.ac.uk

Name: Marcin Tomasz Przybytko

Mail: mprzybytko@globalbanking.ac.uk

6.3 The TP will be managed and monitored by the TP Co-ordinator who will have overall responsibility for the TP and for ensuring that the delivery of the proposed measures, initiatives and monitoring are completed.

6.4 The TP Co-ordinator will be the main driving force behind the TP and will be responsible for:

- To be the key decision maker on day-to-day matters of implementation of the TP;
- Liaison with users of the site as well as external organisations, stakeholders, MCC, TfGM and public transport operators;
- To provide a point of contact for staff and students in relation to travel advice;
- To promote the use of travel modes other than the car, including the distribution of publicity material and travel information;
- Ensuring that all relevant information is available to users and that up-to-date information is clearly displayed within the GBS suite at Universal Square and on the relevant websites, including the TP;
- To co-ordinate the implementation of TP's measures; and
- Data collection, surveys, monitoring and report production.

6.5 It is not proposed that the TP Co-ordinator will need to be a dedicated role. Therefore, the TP Co-ordinator will be able to undertake the role alongside their other day to day responsibilities.

6.6 The TP Co-ordinator will be the first point of contact for staff and students and other outside organisations in all matters regarding travel. They will maintain an up-to-date file containing all correspondence relating to the TP.

Budgetary Requirements

6.7 The GBS and the landlord of Universal Square are committed to providing sufficient budget to ensure the TP will be adopted and implemented in an appropriate manner, including an

appropriate range of measures and initiatives in line with those detailed within the TP. This budget will support the day to day running of the TP including travel surveys / audits, publicity material, marketing and monitoring.

Monitoring Review

6.8 Travel surveys will be repeated at least every two years. The outputs will be used to inform the content of the subsequent updated TP reports and will encompasses the following elements:

- Monitoring the use of cycle parking;
- Monitoring the demand for additional cycle parking;
- Monitoring the levels of pedestrian activity accessing the site and public transport usage amongst GBS users, including the Universal Square shuttle bus service;
- Monitoring the demand for car parking on the site and levels of car sharing amongst staff and students; and
- Recording of comments / observations received on transport and travel to Universal Square.

6.9 Monitoring and review of the TP thereafter will be the responsibility of the TP Co-ordinator. This will be undertaken in the form of annual progress reviews (including travel surveys every two years) including updating mode share targets, assessing the effectiveness measures and consideration of different initiatives for implementation. Each TP review should include the production of a brief report to be submitted to the MCC / TfGM Sustainable Travel Officers.

6.10 Therefore, it is considered that this proposed development is considered accessible by sustainable means.

7.0 Action Plan, Roles and Responsibilities

7.1 This section of the report includes an updated Action Plan for the TP in light of the travel survey results. This provides a list of measures design to promote and encourage travel by sustainable modes.

Action Plan

7.2 The Action Plan includes:

- A time frame for each action so as to provide a clear approach for the implementation of the TP;
- Details of who is responsible for ensuring the actions are accomplished; and
- A range of measures of varying degrees designed to promote and encourage uptake of a range of travel modes.

7.3 The Action Plan for the site is provided in **Table 7.1**.

Table 7.1: Travel Plan Action Plan

Measures	Timescales	Responsibility
During Construction		
Short Term – First 12 months		
Provision of travel information to new staff and students	Part of Welcome Pack or via email	Travel Plan Co-ordinator
Provision of travel information in GBS suite communal areas via bulletin board(s). Including public transport timetables, information on local taxi firms and walking cycling maps	Undertaken within the first month of occupation	Travel Plan Co-ordinator
Travel survey of staff and students	Undertaken	Travel Plan Co-ordinator
Provide revised TP to MCC to reflect revised baseline and mode shift targets	At present	SLR
Promote benefits of walking and cycling – make health benefits clear via 3rd party promotional material	Months 6 - 12	Travel Plan Co-ordinator
Implement and promote a range of walking, cycling, public transport and car sharing in line with those identified in the TP		
Investigate potential partnership with local cycle		

Measures	Timescales	Responsibility
store to provide discounts / vouchers etc to staff and establish relationships with MCC, TfGM and public transport operators		
Medium Term – 1 – 3 years		
Conduct further travel surveys / travel questionnaires	Annually	Travel Plan Co-ordinator
Liaison with MCC and TfGM to ensure walking and cycling routes in the vicinity of the site are appropriately maintained	On-going	Travel Plan Co-ordinator
Liaison with MCC and TfGM to ensure public transport infrastructure in the vicinity of the site is appropriately maintained	On-going	Travel Plan Co-ordinator
Monitoring of cycle parking facilities. Consideration of additional parking facilities should demand warrant it	On-going	Travel Plan Co-ordinator
Monitoring of car parking usage by GBS users. Consideration of further TP measures if demand exceeds the on-site allocation of parking spaces	On-going	Travel Plan Co-ordinator
Advertise travel events and national travel days to encourage participation	On-going	Travel Plan Co-ordinator
Ensure travel information is periodically kept up to date and made available for staff and students	Every 6 months	Travel Plan Co-ordinator
Review of TP	Annually with travel surveys undertaken every 2 years	Travel Plan Co-ordinator

Plans

LEGEND

Site Location

N

MANCHESTER

Victoria
Manchester Victoria
Shudehill
Market Street
Piccadilly Gardens
St Peter's Square
City Centre
Manchester Piccadilly
Deansgate-Castlefield
Deansgate
Manchester Oxford Road
Ancoats
New Islington
Holt Town
Miles Platting
Bradford
Etihad Campus
Ashton Canal
River Medlock
Velopark
Clayton Hall
Beswick
Ardwick
Ashburys
Brunswick
West Gorton
University
Hulme
Longsight
Belle Vue
Infirmary
Moss Side
Rusholme
Gore Brook

Rochdale Canal

A665
B6182
A6
A664
A62
A34
A5067
B5117
A5103
A5184
A6010

Rochdale Road
Oldham Road
Butler Street
Bradford Road
Cambrian Street
Bank Street
North Road
Deansgate
Oxford Street
Ducie Street
Store Street
Every Street
Palmerston Street
Albert Street
Grey Mare Lane
Alan Turing Way
Clayton Lane
Wilson Street
Parkhouse Street
Mancunian Way
Gorton Road
Grosvenor Street
Brunswick Street
Hyde Road
Wenlock Way
Potter Lane
Birch Street
Belle Vue Street
Redgate Lane
Boundary Lane
Old Birley Street
Greenheys Lane
Lloyd Street North
Grafton Street
Upper Brook Street
Hathersage Road
Richmond Gr
Plymouth Grove
Kirkmanshulme Lane
Stanley Grove
Alexandra Road
Moss Lane East
Upper Lloyd Street
Anson Road
Clarence Road
Dickenson Road
Claremont Road
Hall Lane
Stockport Road
Mount Road
Northmoor Road

383500 384000 384500 385000 385500 386000 386500 387000 387500 388000
399000 398500 398000 397500 397000 396500 396000

0 500 1,000
Meters

4TH FLOOR OXFORD PLACE
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MANCHESTER
M1 6EQ

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UNIVERSAL SQUARE, ARDWICK GBS

CYPRESSHAWK LTD

SITE LOCATION (WIDER CONTEXT)

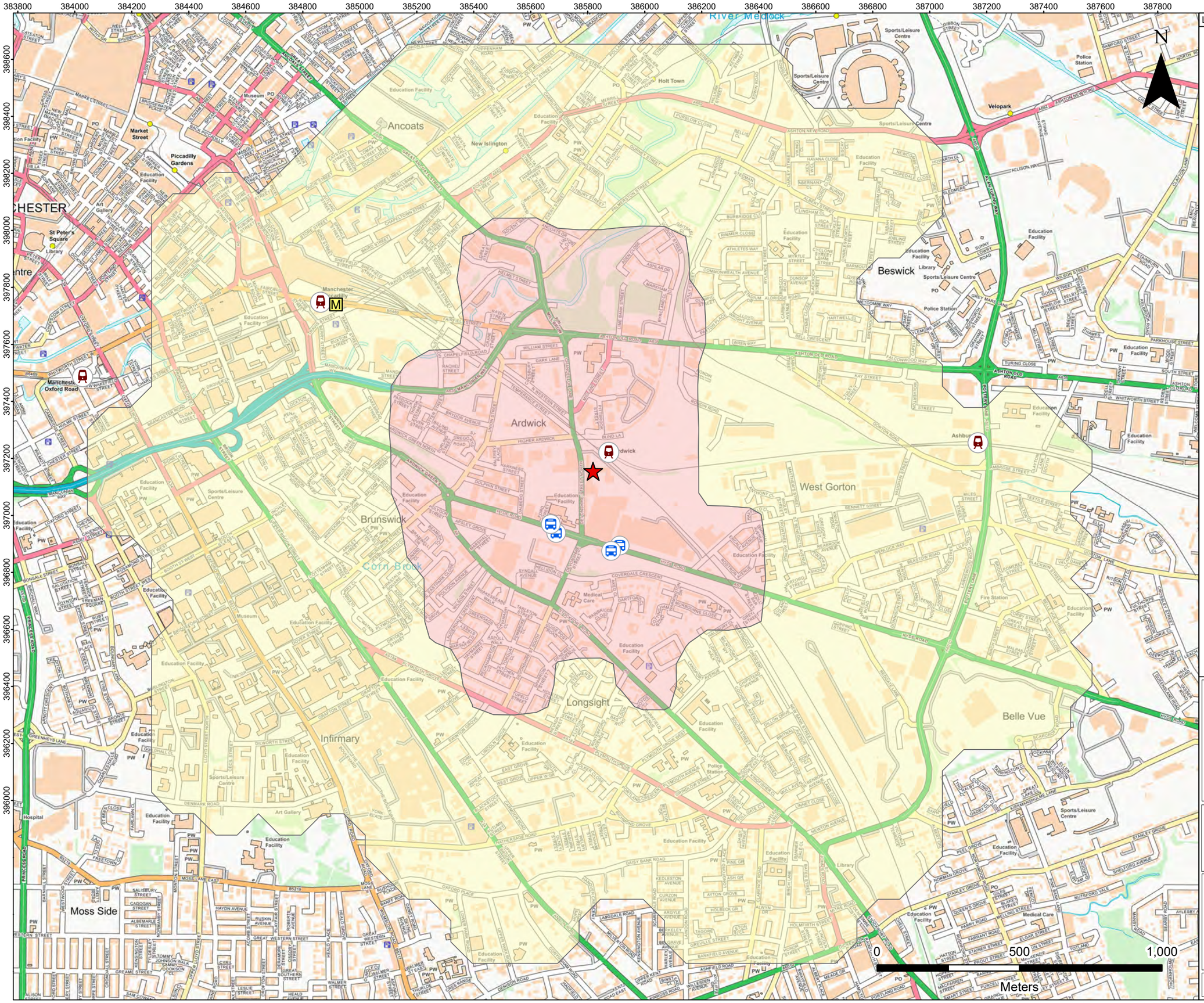
Plan 1

Scale 1:15,000 @ A3

Date AUGUST 2023

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LEGEND

- Site Location
- Bus Stop
- Railway Station
- Metrolink Tram

Walking Catchment:

- 0 - 1km
- 1 -2km

SLR

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UNIVERSAL SQUARE, ARDWICK GBS

CYPRESSHAWK LTD

WALKING CATCHMENT

Plan 2

Scale	Date
1:12,500 @ A3	AUGUST 2023

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LEGEND

Site Location

Cycling Catchment:

0 - 5km

National Cycle Network Route Type:

NCN Route

N

0 500 1,000 1,500 Meters

SLR

4TH FLOOR OXFORD PLACE
61 OXFORD STREET
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M1 6EQ

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UNIVERSAL SQUARE, ARDWICK GBS

CYPRESSHAWK LTD

CYCLING CATCHMENT

Plan 3

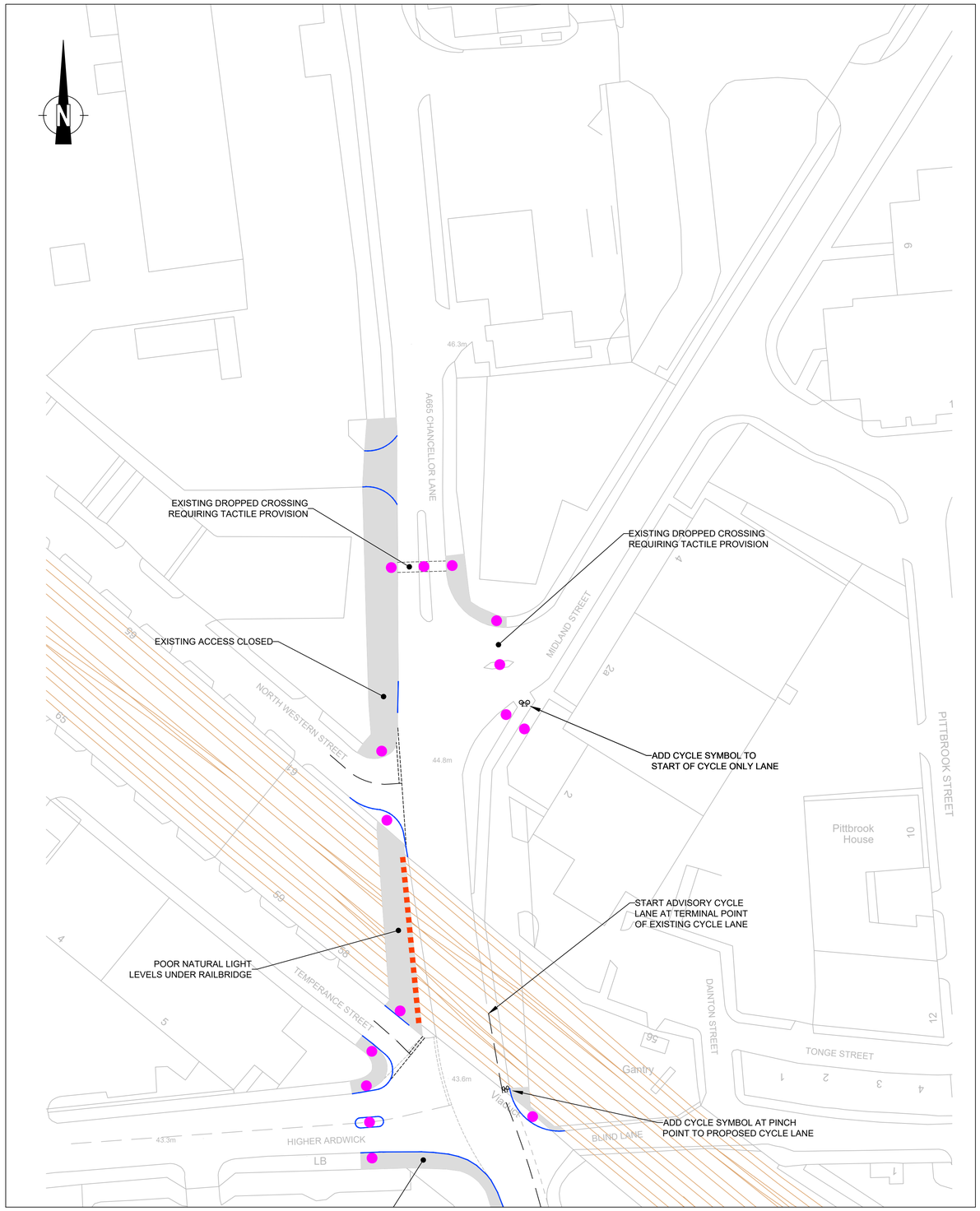
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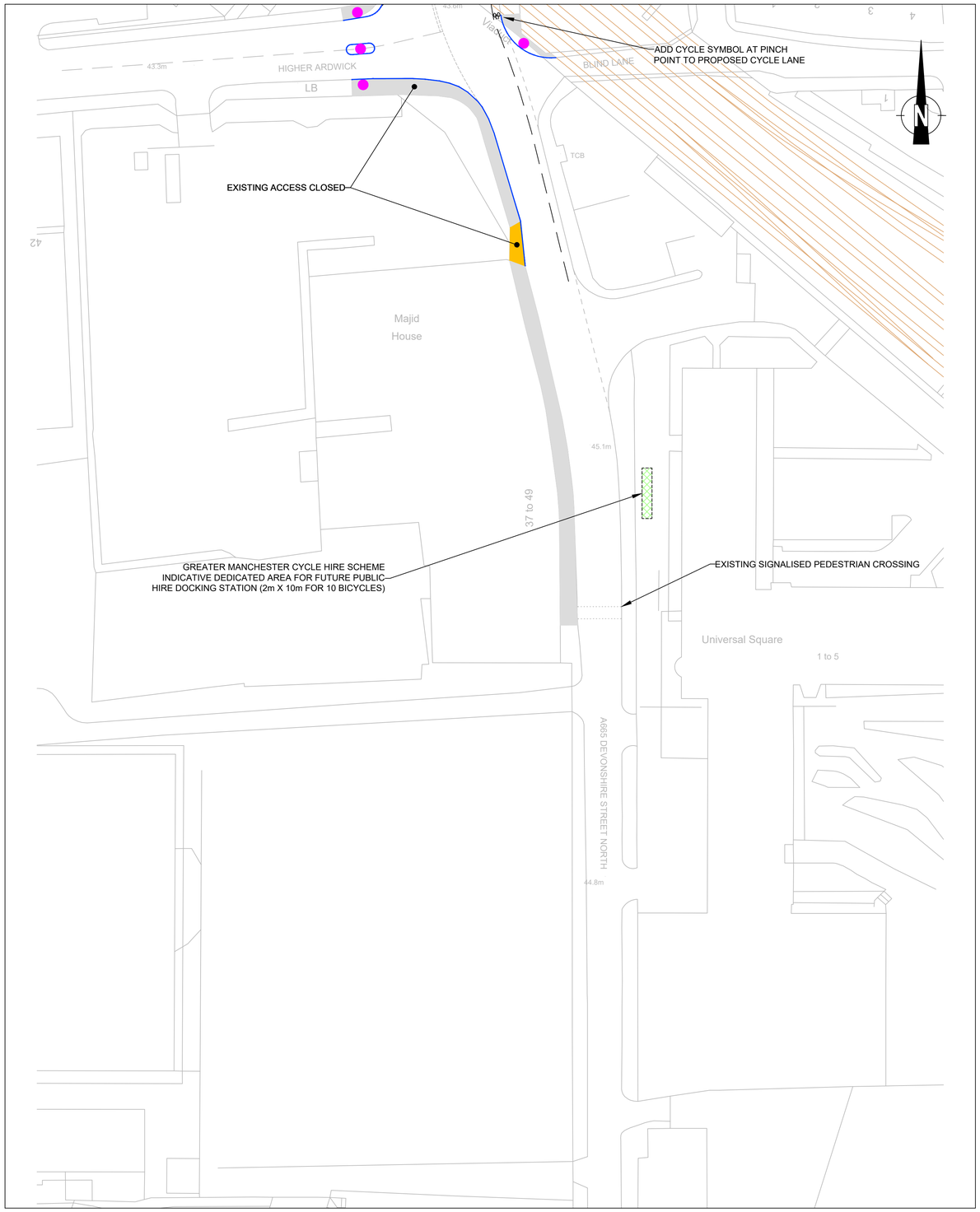
Date AUGUST 2023

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Drawings





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REV.	DETAILS	DRAWN	CHECKED	DATE
A	Updated proposals following client comments	DLB	PT	26.08.21
B	Proposals added to east side of A665	DLB	PT	10.09.21
C	GM cycle scheme area located outside Universal Sq building	DLB	PT	14.09.21

Notes:

1.

KEY

- NEW KERBLINE REPLACING EXISTING OR FOR BUILD-OUT OR ISLAND
- TACTILE PAVING AT NEW OR EXISTING DROPPED CROSSING
- FOOTWAY RESURFACING INCLUDING REGULATING MATERIAL
- FOOTWAY RECONSTRUCTION
- WALL MOUNTED LIGHTING UNDER RAILBRIDGE
- GM CYCLE HIRE SCHEME DEDICATED AREA

PROJECT: Universal Square, Ardwick GBS - Phase 3

CLIENT: Cypresshawk Limited

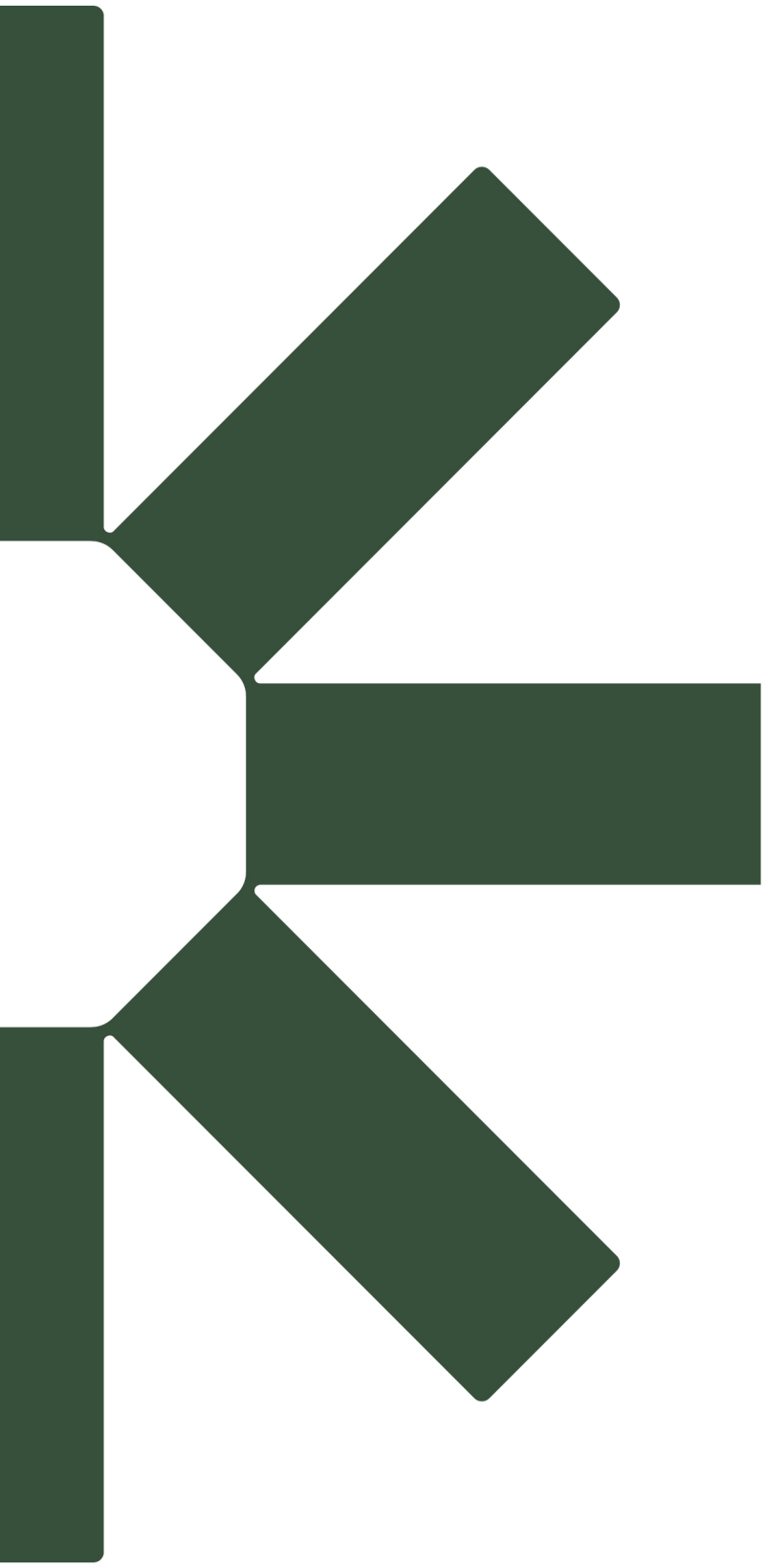
DRAWING TITLE:

A665 Chancellor Lane
Proposed Non-Motorist User Highway Improvements

vectos transport planning specialists
4th Floor Oxford Place, 61 Oxford Street, Manchester, M1 6EQ
0161 228 1008 e: manchester@vectos.co.uk

DRAWN:	CHECKED:	DATE:	SCALES:
DLB	PT	AUG 2021	1:500 at A1

DRAWING NUMBER: VN211877/SK-01 REVISION: C



Making Sustainability Happen