

Park Street Dark Kitchens

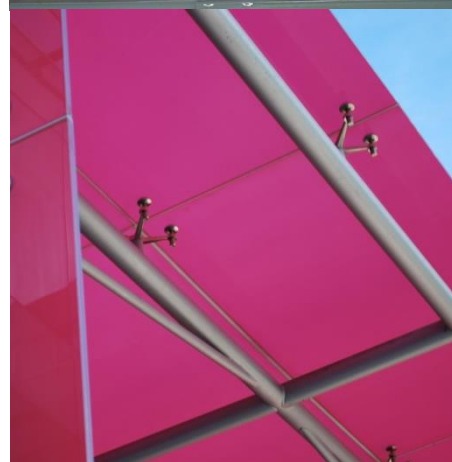
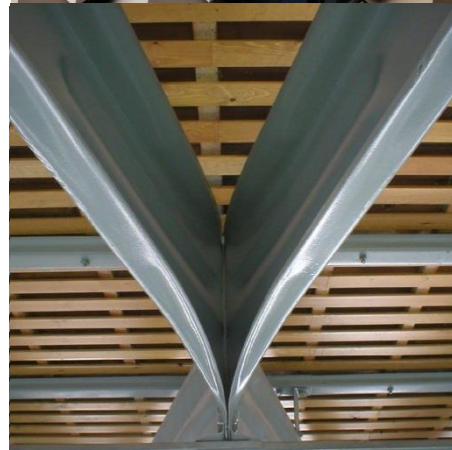
Interim Travel Plan

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1.0 Introduction

1.1 Background

- 1.1.1 Curtins has been appointed by Views to provide traffic and transport advice in relation to a planning application for the redevelopment of an existing vacant building off Park Street to the north of Manchester city centre and the delivery of 13 commercial kitchen units for food delivery.
- 1.1.2 The proposed site layout is provided in **Appendix A**.

1.2 What is a Travel Plan?

- 1.2.1 A Travel Plan (TP) is defined by the Department for Transport (DfT) and by the Ministry of Housing, Communities and Local Government (MHCLG) as:

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

Source: *National Planning Policy Framework*, MHCLG, 2021.

- 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 This Interim Travel Plan (ITP) is intended to be read alongside the accompanying Transport Statement (TS) (**Ref: 81330-CUR-XX-XX-T-TP-00001**) that has been prepared to assess the potential traffic and transportation impacts of the development proposals.
- 1.3.2 An ITP is the first stage of the Travel Plan process and is often prepared during the planning stage prior to the construction of the development. It includes a list of potential measures that could be implemented to affect modal choice, and a management strategy for producing a full Travel Plan in the future.
- 1.3.3 Transport for Greater Manchester (TfGM) strongly endorses the need for TPs in order to reduce the impact of transport on the local environment, to improve accessibility and to encourage ‘active travel’ which improves peoples’ health. According to TfGM’s document ‘Transport for Sustainable Communities: a Guide for Developers’, a TP should achieve:

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

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

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

- National Planning Policy Framework, MHCLG, 2021;
- National Planning Practice Guidance, DCLG, 2014; and
- Good Practice Guidelines: Delivering Travel Plans through the Planning Process, DfT, 2009.

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. It also sets out key aims and objectives for the Travel Plan process.
- 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** outlines various initiatives that will be considered to encourage maximum uptake in sustainable modes of travel, whilst **Section 7** outlines the strategy for Travel Plan targets.
- 1.4.5 **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.
- 1.4.6 **Section 10** concludes the report by providing an Action Plan that summarises the document, and next steps.

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.

2.2 Environmental Benefits

2.2.1 Climate change is a global issue that affects all nations. Data on greenhouse gas emissions provided by the Department for Transport also show that carbon emissions from domestic transport account for one third of the UK's net domestic emissions.

2.2.2 Over 90% of domestic transport emissions arise from road transport. How people travel will therefore play a key role in the UK's carbon reduction agenda as follows. On a national scale, the UK Government 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."

Source: *Climate Change Act 2008*, Chapter 1, Part 1, 2008 (amended in 2019).

2.2.1 The Greater Manchester Combined Authority (GMCA) has developed a co-ordinated Clean Air Plan 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. These include:

- **The GM-wide Clean Air Zone** – from 30th May 2022 a daily charge was due to be applied to non-compliant vehicles (initially heavy goods vehicles and buses; coaches, vans and minibuses were due to follow follow on 1st June 2023; some motorcaravans, taxis and private hire vehicles were to be eligible in 2022 and some in 2023) travelling on local roads within all areas Greater Manchester. Private cars, motorbikes and mopeds won't be affected. HGVs and buses will be charged £60 a day. The CAZ does not cover the National Highways-managed Strategic Road Network, aside from sections of the A628/A57 in Tameside.

- **£120 million funding package** – government-funded schemes for people and businesses who own vehicles that would be subject to the Clean Air Zone penalty to upgrade to a cleaner vehicle;
- Delivering 28-30 **electric vehicle charging points for taxis**; and
- **Retrofitting older busses** that have non-compliant engines.

2.2.2 As of the time of writing the Clean Air Zone will not go ahead on 30th May 2022 and no date has been set for it go into effect. Greater Manchester's mayor has requested all charges be removed from the postponed scheme.

2.2.3 In 2021, TfGM published an updated 2040 Vision for Transport to deliver a transport system which enables residents, businesses, and visitors in Greater Manchester to travel to a wide range of different destinations and opportunities, and where sustainable transport can be a viable and attractive alternative to the car. This Transport Strategy outlines that transport is responsible for a third of carbon emissions, and that the annual cost of congestion alone to Greater Manchester is £1.3 billion per year.

2.2.4 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.

2.2.5 Under Policies 9, 10, 11, and 12 of Environmental Responsibility, the Transport Strategy states that TfGM will:

- *“work with partners and key stakeholders to bring nitrogen dioxide (NO₂) levels on local roads within legal limits, and to reduce levels of particulate matter, CO₂ and noise emissions from vehicles;*
- *work with partners to reduce transport carbon emissions to support Greater Manchester's ambition to be net zero carbon by 2038; and to implement measures to ensure our transport system is resilient to climate change;*
- *work with partners, including the Canals and Rivers Trust, to enhance blue and green infrastructure to provide a safe and attractive environment for walking and cycling; and*
- *aim to minimise the impact of transport on the built and natural environment – including townscape, the historic environment, cultural heritage, landscape, habitats and biodiversity, geodiversity, water quality, pollution, flood risk and use of resources) and will seek to deliver environmental enhancements and biodiversity net gain where possible.”*

2.2.1 In July 2019, a motion asking Manchester City Council (MCC) to formally declare a 'climate emergency' was agreed and a target of 2038 set for becoming a zero-carbon city.

2.2.2 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

Source: Manchester Zero Carbon Framework 2020-25, Manchester Climate Change Partnership and Agency, 2020.

2.2.3 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.

2.2.4 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:

"66% of men and 58% of women aged 19 and over met the aerobic activity guidelines of at least 150 minutes of moderate activity or 75 minutes of vigorous activity per week or an equivalent combination of both, in bouts of 10 minutes or more.

26% of men and 27% of women were obese. The proportion of adults who were obese has been similar since 2010."

Source: *Health Survey for England*, DoH, 2016.

2.3.2 In 2018, Public Health England (PHE) published an edition of 'Health Matters' focusing on air pollution, and noted that poor air quality is the largest environmental risk to public health in the UK. Based on the study, road transport contributes to 33.6% and 12.4% of all nitrogen dioxide (NO₂) and 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.

2.3.3 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:

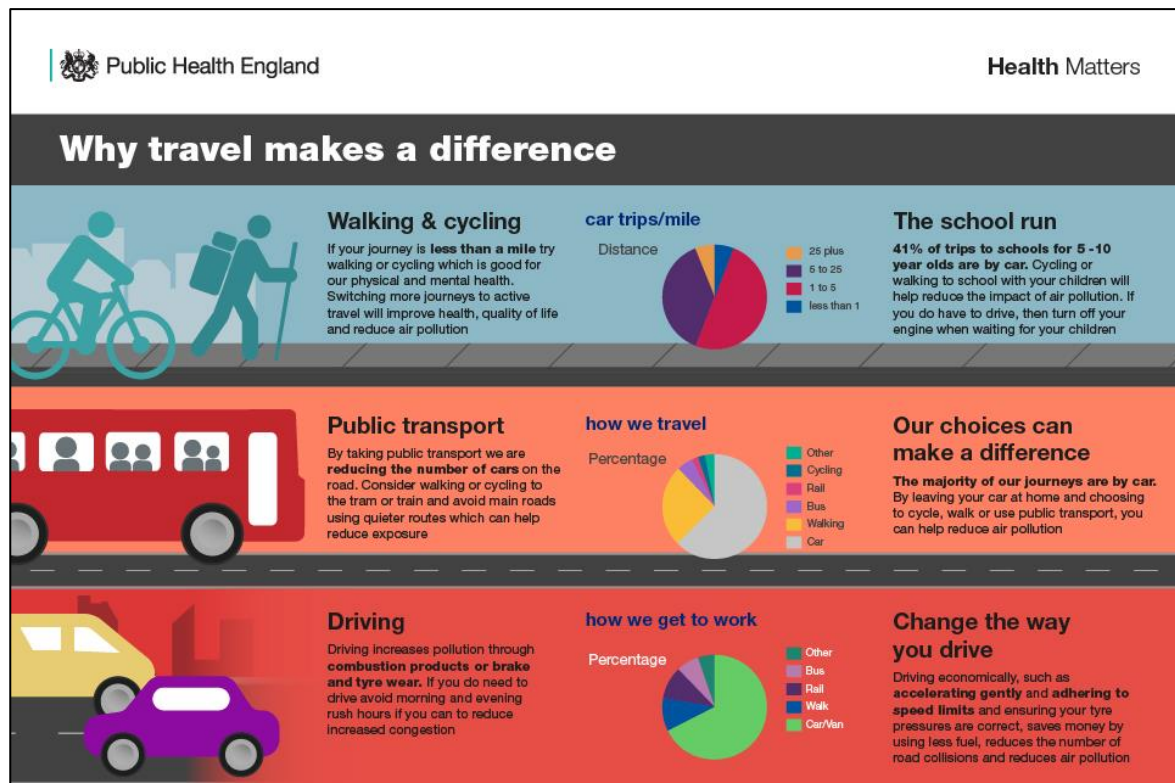


Figure 2.1 – The Impact of Travel Behaviour on Public Health
(Source: PHE)

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 found to cost NHS England £455 million in 2013-14 – albeit this had fallen significantly since previous years. (Source: *Physical inactivity: economic costs to NHS clinical commissioning groups, PHE, 2016.*)
- 2.4.2 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.
- 2.4.3 An effective TP can help encourage staff and delivery riders/ drivers 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 people:

“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.”

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

2.6 Mutual Benefits

- 2.6.1 As demonstrated, there are multiple reasons as to why TPs are important to modern society. The initiatives in this ITP will have a positive effect on the future staff and delivery riders/ drivers of the proposed development. They must be communicated correctly:

“It is important that the outcomes sought from the travel plan can be seen as a benefit to all parties, e.g. the developer, occupiers and site users, the community and the local authority. Such benefits can help in gaining widespread commitment.”

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

- 2.6.2 Greater Manchester published a Bus Service Improvement Plan in October 2021 with plans to bring buses under local control to be run by TfGM, on behalf of the (GMCA). Buses would be part of an integrated public transport network which allows people to change between different modes of transport with price capped tickets. The new system is called franchising, where GMCA will coordinate the bus network and contract bus companies to run the services. GMCA expects to deliver bus franchising in Wigan and Bolton from Autumn 2023, with the rest of the city region to follow by the end of 2024.

- 2.6.3 Over time, GMCA claims the benefits of bus franchising to passengers would be:

- **“Customer Experience** - Providing customers with a safe and seamless travel experience
- **Services** – Turn up and go frequencies on major routes
- **Information** – Readily available, easy to use, live, and up-to-date
- **Network Management** – Improvements to journey times and reliability
- **Infrastructure** – Significant increases in bus priority, and improvements to waiting environments
- **Fares and Ticket** More affordable journeys, integrated with other modes
- **Fleet** – Zero emissions, high quality buses.”

- 2.6.4 Bus franchising is also envisaged to boost Greater Manchester’s economy and is the first step in improving transport across Greater Manchester.

- 2.6.5 Greater Manchester’s mayor has announced plans for all single bus fares to be capped at £2 for adults.

2.6.6 Greater Manchester claims it will have the 'country's largest cycling and walking network' at 1,800 miles by 2028, with schemes equating to 420 miles of the Bee Network developed thus far.

2.7 Travel Plan Aims & Objectives

2.7.1 Considering the above benefits and the end users, this ITP aims to minimise the number of car trips generated by the development and encourage staff and delivery riders/ drivers to use sustainable modes of transport.

2.7.2 The aims of this ITP will be supported with the following objectives:

- **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 and shared transport to reduce single occupancy car travel to and from the Site; and
- **Objective 5** – To encourage uptake of Ultra Low and Zero Emission vehicles to reduce the carbon impact of travel.

3.0 Existing Situation

3.1.1 The site is located in Strangeways, c. 200m north of the boundary of Manchester City Centre. The site is bound by a car park to the north and east, Park Street to the south, and Pimblett Street to the west.

3.1.2 **Figure 2.1** below shows the site in a local context relating to the local highway network:

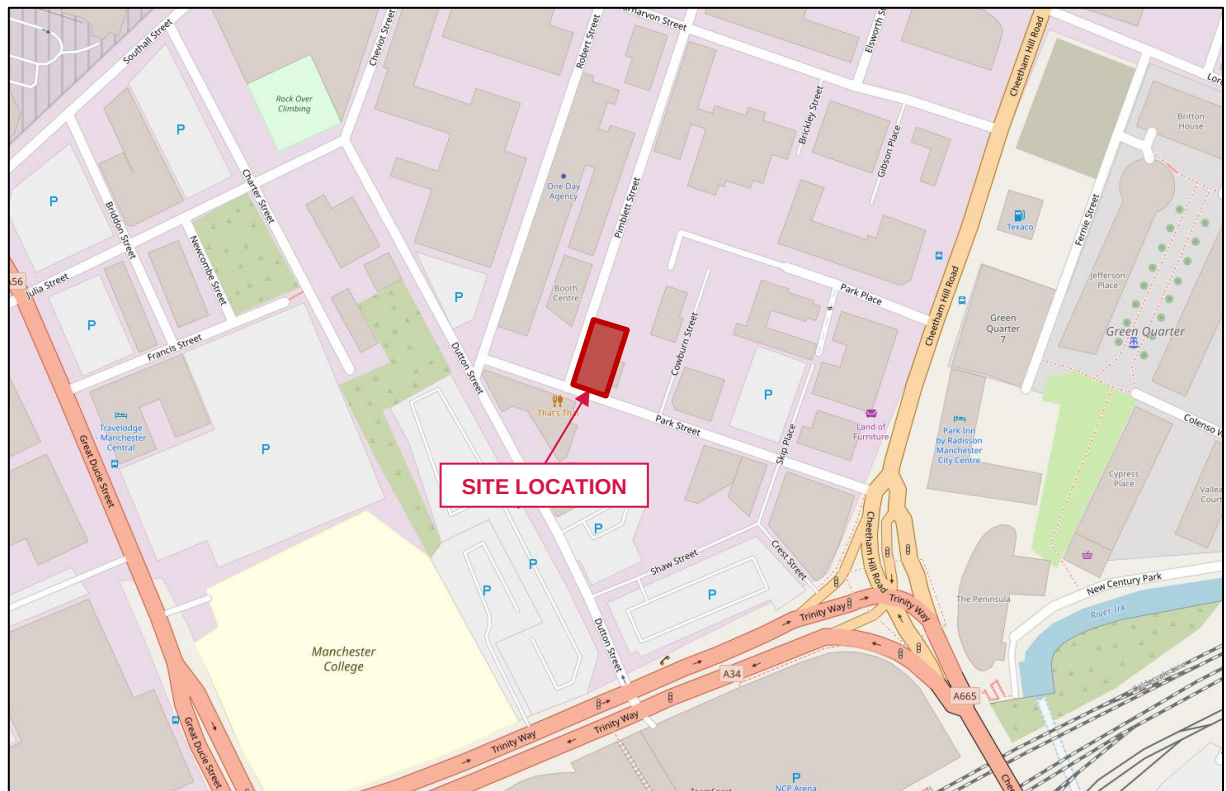


Figure 3.1 – Site Location in relation to the Local Highway Network (Source: OpenStreetMap)

3.1.3 **Figure 2.2** below shows the site in a more regional context relating to the surrounding areas:

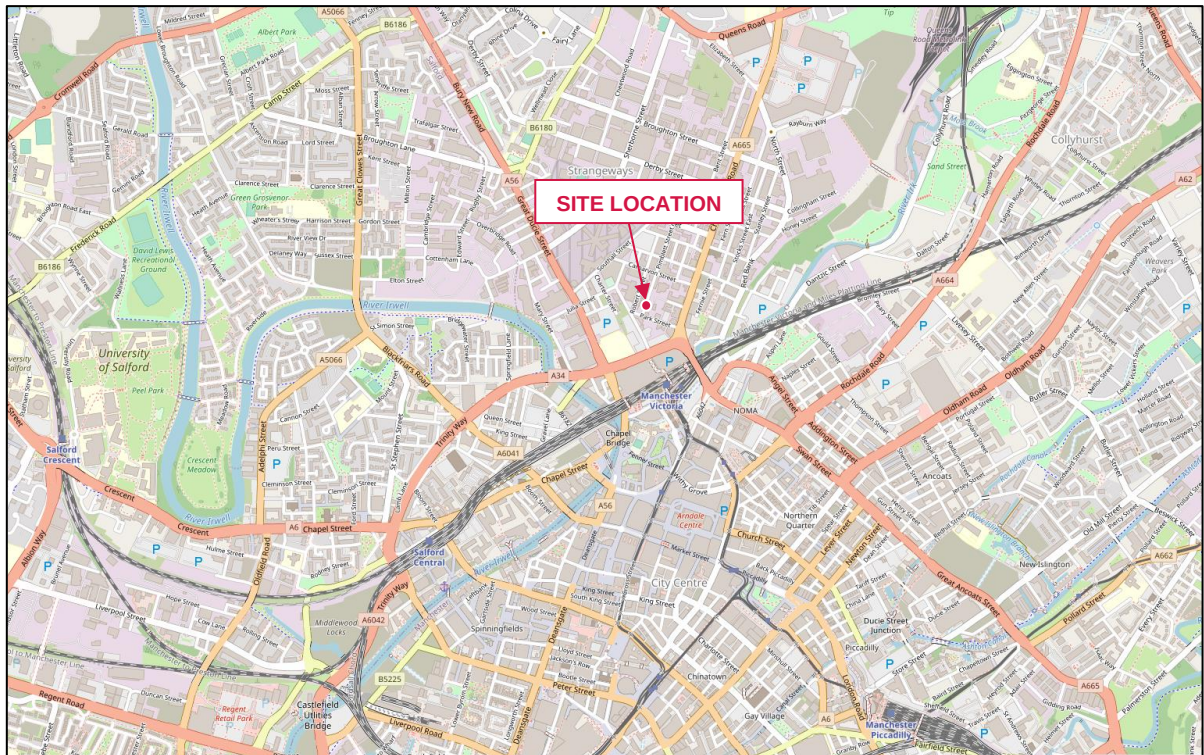


Figure 3.2 – Site Location in relation to the Regional Highway Network (Source: OpenStreetMap)

3.2 Existing Use and Access

- 3.2.1 The existing site comprises a vacant building, with the previous uses assumed to be office and light manufacturing/garment making. The existing building is accessed by pedestrians from the footway along Park Street with no vehicular access.

3.3 Surrounding Highway Network

Park Street

- 3.3.1 Park Street extends for circa 180m in an approximately east-west alignment, connecting the A665 Cheetham Hill Road to Dutton Street. The road commences at a priority junction with Cheetham Hill Road, terminating at an unmarked junction with Robert Street and Dutton Street.
- 3.3.2 The road is c. 6.5m-wide with c. 2m-wide footways on each side. There are dropped kerbs on both sides of the road at the junction with Cheetham Hill Road to enable easier crossing, along with dropped kerbs at some other minor junctions along the road. There are no formal pedestrian crossings.
- 3.3.3 There are single yellow lines along the northern side of the road which ban on-street parking between 08:00 – 18:00 on weekdays and 08:00 – 12:30 on Saturdays. There are several short stretches of single yellow lines along the southern side of the road adjacent to junctions with other roads, though the southern side is generally dominated by on-street parking bays. These allow vehicles to be parked for

2 hours, with no return within 1 hour, between 08:00 – 18:00 on weekdays and 08:00 – 12:30 on Saturdays.

Cowburn Street

3.3.4 Cowburn Street extends for c. 60m to the north of an unmarked junction with Park Street, terminating at a dead end. It provides access to car parks to the north and east of the Site.

3.3.5 The road is c. 4.5m-wide with c. 1-1.5m-wide footways. There is a single yellow line along the entire eastern side and part of the western side with the same restrictions as on Park Street. There is c. 15m available on the western side of the road with no parking restrictions.

Pimblett Street

3.3.6 Pimblett Streets extends for c. 160m in a north-south alignment between an unmarked junction with Park Street to a priority junction with Carnarvon Street.

3.3.7 The road is c. 5m-wide with c. 2m-wide footways on each side.

3.3.8 There are single yellow lines along the entirety of both sides with the same parking restrictions as on Park Street and Cowburn Street.

4.0 Development Proposals

4.1 Overview of Proposals

- 4.1.1 The application proposes a change of use to 13 commercial kitchen units for food delivery with two communal toilets and a main reception/food collection point. The external corner will be used for bike parking and waste storage.
- 4.1.2 There will be 2 staff in each of the kitchens, with a total of circa 26 staff on-site during operating hours.
- 4.1.3 The existing two-storey building with a GFA of 260sqm will be retained. 4no. parking spaces are proposed to the north of the existing building.
- 4.1.4 The proposed site layout is provided in **Appendix A**.

4.2 Proposed Access & Servicing

- 4.2.1 The site would be accessed by pedestrians and cyclists from Park Street where a new gate is proposed to provide a wider access to the cycle and bin store.
- 4.2.2 The existing vehicular access on Pimblett Street will be retained and provide access to 4no. parking spaces which will be utilised by commercial kitchen staff only. This area is owned by the Applicant and will allow right of access at all times.
- 4.2.3 It is noted that any refuse or servicing requirements would be undertaken via Park Street or Pimblett Street.

4.3 Proposed Parking

Cycle Parking

- 4.3.1 There will be 6 Sheffield stands providing 12 cycle parking spaces for use by both kitchen staff and delivery riders. The bike parking area will be locked when the building is not in operation.

Vehicular Parking

- 4.3.2 4no. vehicular parking spaces will be provided as part of the development proposals which will be utilised by commercial kitchen staff only. This equates to a 15% parking provision for staff if all members of staff were to be working at any one time.
- 4.3.3 Analysis of 2011 Census data for the local area (Manchester 058) has noted that 63.5% of people travel to work via car. However, it should be noted that the site is on the border of Census Middle Super Output Area (MSOA) of Manchester 054, which includes the northern areas of the City Centre. This data demonstrates that 33.9% of staff travel to work by car; using this proportion with the maximum 28 staff on-site at one time, a total of 9 staff members would drive and park locally.

- 4.3.4 It should be noted that this data is from the 2011 Census and is over 10 years old. This does not take account of various public transport improvements, with respect to Metrolink, bus services and walking/cycling infrastructure, and therefore the proportion of drivers is likely to be lower.
- 4.3.5 Food prepared on site will be for delivery only, therefore further reducing the number of vehicle movements to and from the proposed development.
- 4.3.6 On this basis, the 4no. spaces proposed is considered to be sufficient and the measures in this Travel Plan will encourage all staff to travel to the site sustainably.

4.4 Existing Parking (On and Off Street)

- 4.4.1 As it is recognised that the majority of trips by both kitchen staff and delivery riders will be by public transport, walking, cycle or scooter, it is noted that a small number of car trips may be undertaken by both kitchen staff and delivery riders.
- 4.4.2 Whilst kitchen staff will be encouraged to travel by sustainable modes of travel, the 4no. on-site spaces will be provided solely for on-site staff and allocated for staff usage accordingly.
- 4.4.3 The operational hours and typical peak hour for this type of development will be 19:00 – 20:00 (predominantly on Fridays and Saturdays) which is outside the typical network peak hours and working hours, therefore usage and impact on any existing off-site parking is likely to be undertaken when usage is low.
- 4.4.4 It is considered that any overspill spaces from kitchen staff or temporary parking required by delivery staff could be fully accommodated by on- and off-street car parking available within short walking distances.
- 4.4.5 It should be noted that the site is located outside of Manchester City Centre in a primarily industrial area where there are many opportunities for on-street parking within an acceptable walking distance.
- 4.4.6 The roads with on-street parking allow vehicles to be parked for 2 hours, with no return within 1 hour, between 08:00 – 18:00 on weekdays and 08:00 – 12:30 on Saturdays. There are no restrictions on parking within these signposted areas on Sundays or outside the aforementioned hours.
- 4.4.7 Marked on-street parking bays within a 300m walk (approximately 4 minutes) from the site includes:
- Park Street (adjacent to the Site) – 14 bays;
 - Dutton Street – 39 bays
 - Robert Street – 26 bays
 - Carnavaron – 48 bays
 - Pimblett Street (up to Chatley Street) – 18 bays
 - Julia Street (up to Bridon Street) – 11 bays

- Newcombe Street – 7 bays
- Charter Street – 16 bays

- 4.4.8 Given the maximum-stay limit of 2 hours and that delivery riders are likely to be briefly visiting the site to collect or deposit items, it is noted that these spaces could be used for any infrequent usage.
- 4.4.9 There are also no parking restrictions for blue badge holders, where drivers displaying a blue badge can use parking bays across Manchester City Centre for free and for an unlimited time, therefore those with limited mobility could also utilise the on-street spaces listed above.
- 4.4.10 If none of the aforementioned on-street parking bays are available, drivers could park in the following off-street car parks available within a 150m walking distance.

Nearby Parking Facilities

- 4.4.11 A review of nearby public car parks and associated provision has been undertaken to understand parking levels in the surrounding area. There are many publicly available car parks situated within a 150m walking catchment, equating to a walking time of approximately 2 minutes when walking at an average speed of 1.2m/s. Nearby long stay car parking is summarised in **Table 4.1**:

Car Park	Car Park Location	Approximate Walking Distance	Approximate Number of Spaces
1	Park Place, Total Car Parks	80m	75
2	Park Place, SIP Car Parks	80m	17
3	Dutton Street, Total Car Parks	120m	161
4	Shaw Street, NCP	130m	80
Total:			333

Table 4.1 – Existing Off-Site Car Parking Provision

- 4.4.12 The above table demonstrates that the four car parks within an approximately 2-minute walk of the site, provide for approximately 333 vehicles. It is therefore considered there is adequate opportunity for off-site parking should a proportion of future staff/delivery riders choose to travel by car.

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 The accessibility of the proposed 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. The Chartered Institution of Highways and Transportation (CIHT) document entitled *'Providing for Journeys on Foot'* suggests walking distances which are relevant to this planning application. These are reproduced in **Table 5.1**:

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

- 5.2.2 The Department for Transport's 2018 National Travel Survey states that: *"Walking was the most frequent mode used for short trips: 80% of trips under one mile [1.6km] were walks."* This indicates that walking is the natural first choice for most local trips.
- 5.2.3 To assist in summarising the accessibility of the site by foot, distances of 400m, 800m and 1,200m which are termed *'Desirable'*, *'Acceptable'* and the *'Preferred Maximum'* by the CIHT for elsewhere trips have been considered; these are a good approximation for the majority of trips associated with the development.
- 5.2.4 Adjacent to the Site are several car parks. Various city centre amenities such as the AO Arena, The Manchester College's City Campus Manchester – opening in Summer 2022 – hotels, clothes shops, hot food takeaways and places of worships are also within 400m of the Site.

- 5.2.5 Additional facilities and amenities can be accessed within 800m of the Site including Manchester Victoria, the Corn Exchange, Manchester Cathedral, the National Football Museum, Manchester Printworks, NOMA, restaurants, a library, pharmacies, banks, cash machines, post offices, and office blocks.
- 5.2.6 It is considered that the site is situated within a highly accessible area.

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 In order to assist in assessing the accessibility of the Site by cycle, an 8km cycle catchment has been considered. The 8km (5-mile) maximum acceptable cycling distance refers to a recommendation by the Chartered Institution for Highways and Transport in the document '*Planning for Cycling*' (2014) which states: "*The majority of cycling trips are for short distances, with 80% being less than five miles and with 40% being less than two miles.*" However, most trips by all modes are relatively short with 68% less than 5 miles long, according to the 2018 National Travel Survey; so, cycling is a potential mode for most of these shorter trips.
- 5.3.3 The 8km catchment encompasses all of Manchester City Centre including all major transport links, shopping centres, bars, restaurants, leisure centres, tourist attractions and places of worship. The catchment also extends as far as southern parts of Middleton and Blackley to the north, Fairfield and Gorton to the east, Withington and Burnage to south, and Eccles to the west.
- 5.3.4 Within this catchment cyclists can access National Cycle Network Routes 6, 60, 66, and 55. Route 6 runs from Watford in London to Windermere in the Lake District; Route 60 connects North and East Manchester, partly following the Fallowfield Loophole; Route 66 begins in Manchester, extending to Spurn Head, via Bradford, Leeds, York and Kingston upon Hull; Route 55 is still under construction, but the accessible stretch runs on-road to Eccles and traffic-free to Tyldesley.
- 5.3.5 Cheetham Hill Road provides access to existing cycle infrastructure, allowing cycle access towards northern Manchester and Manchester City Centre. All major train and bus stations within Manchester City Centre are within 8km of the Site. Additionally, low speed limits along the surrounding streets are part of the city's high-quality cycle infrastructure to improve cyclist safety.
- 5.3.6 The local cycle network in the vicinity of the Site is shown in **Figure 5.1** below:

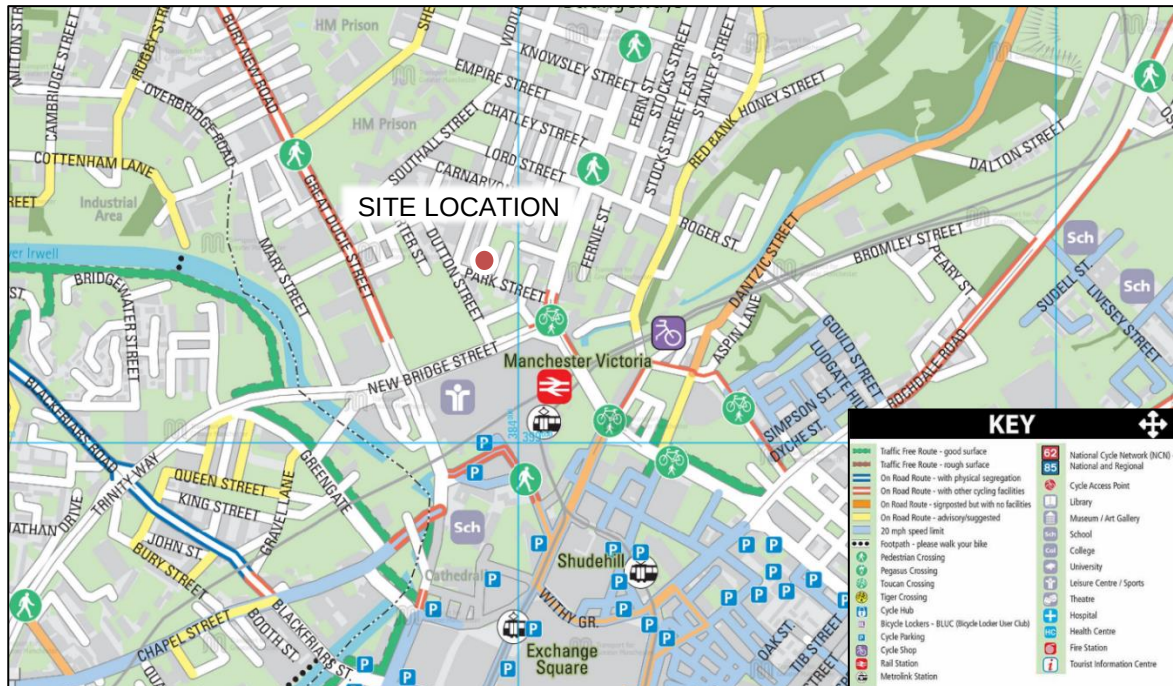


Figure 5.1 – Local Cycle Network (Source: TfGM)

5.3.7 The local cycle network shown above is also a part of Greater Manchester’s cycling and walking infrastructure proposal, named the “Bee Network”. The Bee Network comprises signed routes that mark the most direct and pleasant way to navigate an area on foot or by bike.

5.3.8 The Site is located near several confirmed Bee Network improvements, as illustrated in **Figure 5.2**, allowing future customers that cycle to benefit from better safety and quality of commute.

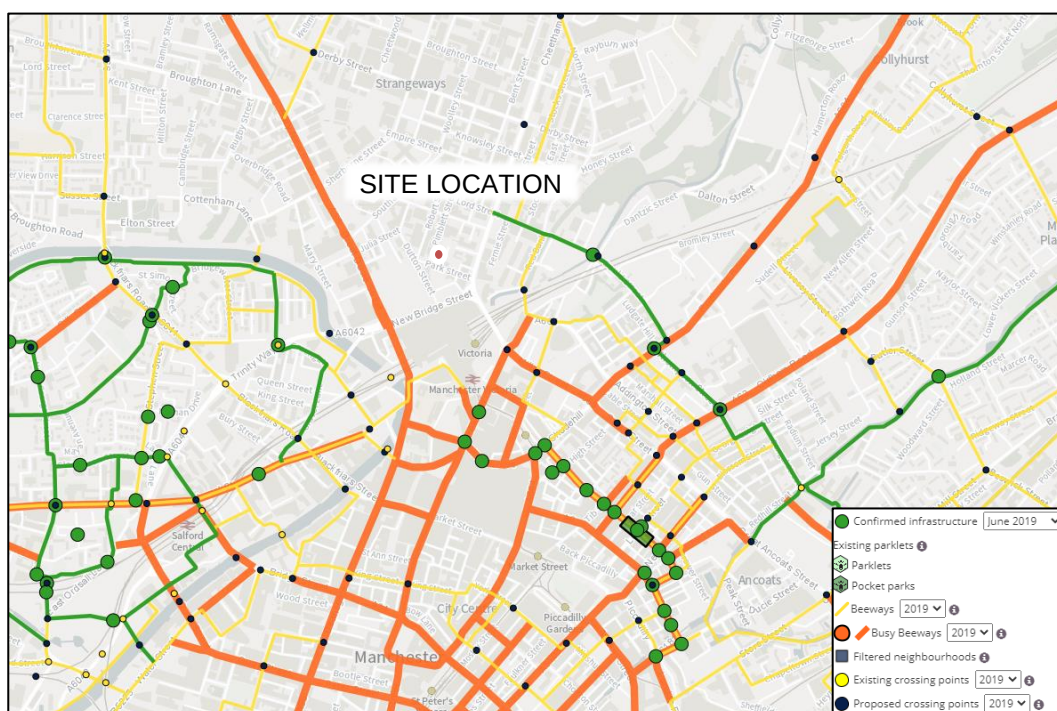


Figure 5.2 – Bee Network Map (Source: MappingGM)

5.3.9 The Site is therefore ideally placed to take advantage of the cycle connections in the vicinity of the Site and across Manchester city centre and beyond.

5.4 Public Transport Accessibility

5.4.1 The site is well situated to take advantage of existing public transport infrastructure to Manchester city centre and other areas of Greater Manchester.

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), where level 8 represents a high level of accessibility and level 1 a low level of accessibility. The site is located in an area with an 'excellent' GMAL rating of 8.

5.4.4 Accessibility by bus, rail and Metrolink are considered further below, with a local public transport network map included in **Figure 5.3** below:

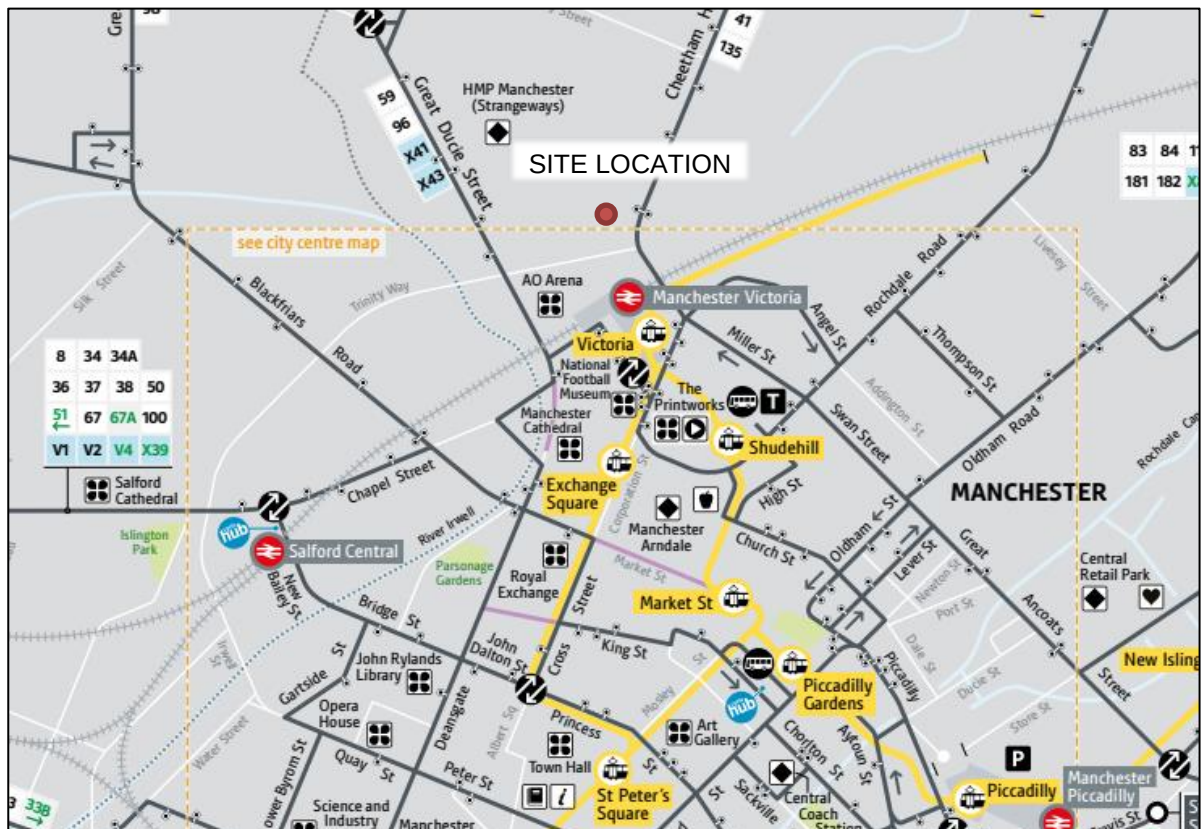


Figure 5.3 – Public Transport Network in the Vicinity of the Site (Source: TfGM)

Bus Accessibility

- 5.4.5 Guidance from the Chartered Institution of Highways and Transportation (CIHT) document '*Buses in Urban Proposed Developments*' (2018) indicates that ideally, a bus stop should be located within the following from a new Proposed Development based on its location and the number of services:

Situation	Maximum Walking Distance (m)
Core bus corridors with two or more high-frequency services	500
Single high-frequency routes (every 12 minutes or better)	400
Less frequent routes	300
Town/city centres	250

Table 5.2 – CIHT Maximum Suggested Walking Distances to Bus Stops

- 5.4.6 There are bus stops with 'less frequent routes' along Cheetham Hill Road east of the Site, each within a 200m walk. Along Great Ducie Street, there are more bus stops with 'less frequent routes' which are within a c. 450m walk from the Site – a less than 6-minute walk. **Table 5.3** details the services that call at these stops, and their associated frequencies:

Bus Service	Route	Peak Hourly Frequency		
		Mon – Fri	Sat	Sun/Hols
41	Sale – Sale Moor – Northern Moor – West Didsbury – Fallowfield – Manchester Oxford Road – Cheetham Hill – Crumpsall – Blackley – Middleton	15 mins	30 mins	30 mins
135	Manchester Piccadilly – Cheetham Hill – Broughton – Heaton Park – Kirkham – Whitefield – Blackfold Bridge – Redvales – Bury	15 mins	30 mins	30 mins
59	Manchester Piccadilly – Cheetham Hill – Crumpsall – Heaton Park – Middleton – Mills Hill – Oldham	15 mins	-	-
96	Manchester Shudehill – Cheetham Hill – Higher Broughton – Prestwich – Heaton Park – Kirhams – Simister	15 mins	30 mins	30 mins

Table 5.3 – Summary of Bus Service Frequencies in the Vicinity of the Site

- 5.4.7 Future customers can also board the City Centre Free Bus services calling at Manchester Victoria to access route 2 and 3 and can change at Piccadilly for route 1. These allow access to the following locations and frequencies detailed in **Figure 5.4**.

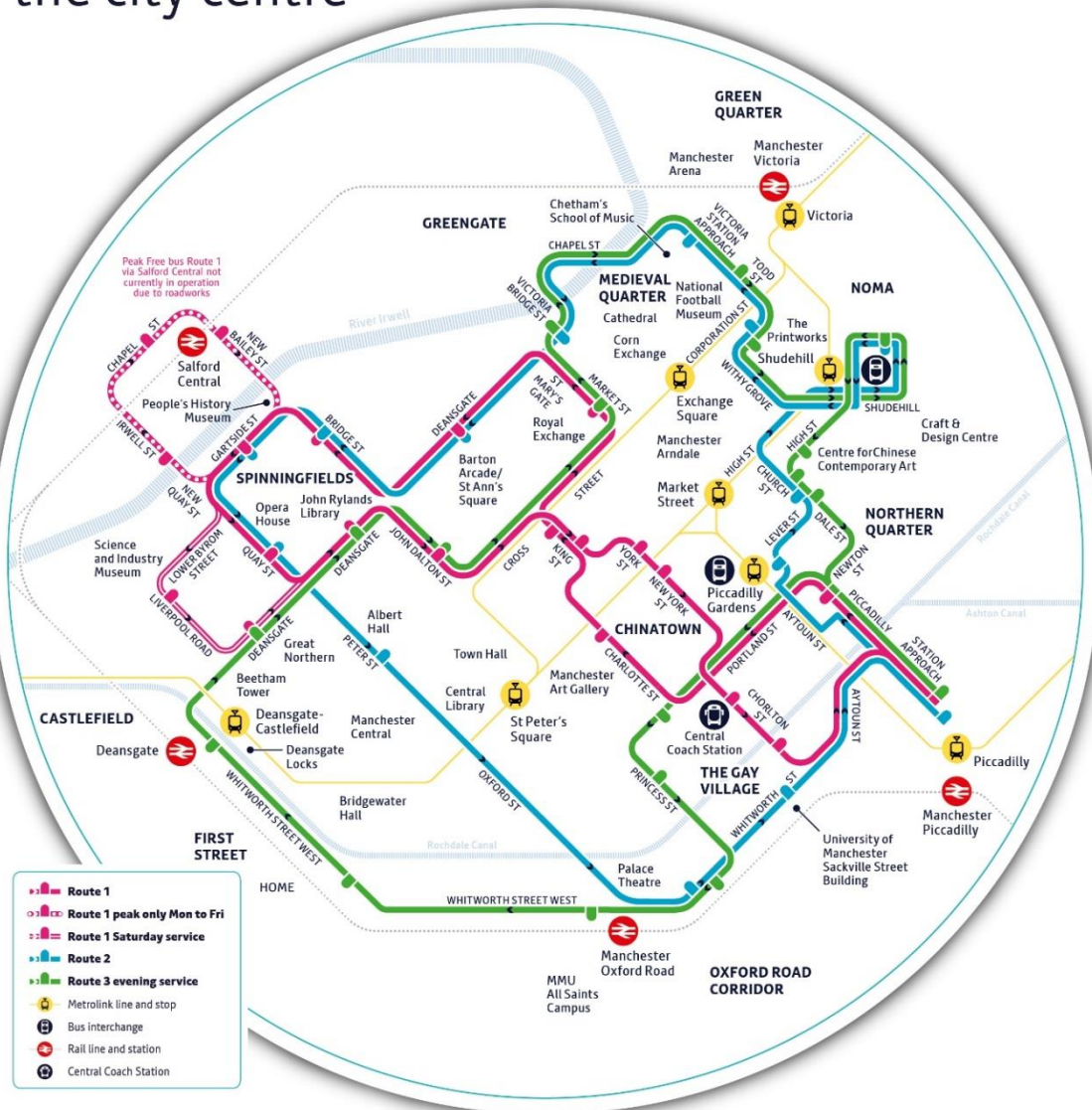
free bus routes around the city centre



Salford City Council



MAYOR OF
GREATER
MANCHESTER



1	Monday – Friday Every 10 minutes: 7am – 7:15pm Peak route only: 7am – 9am and 4pm – 7:15pm Saturday Every 10 minutes: 8:20am – 7:15pm Sunday and public holidays Every 12 minutes: 11am – 6pm
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2	Monday – Friday Every 10 minutes: 6:30am – 7:10pm Every 20 minutes: 7:10pm – 7:30pm Saturday Every 10 minutes: 8:30am – 7:30pm Every 15 minutes: 7:30pm – 11:30pm Sunday and public holidays Every 12 minutes: 10am – 7pm
----------	---

3	Monday – Friday Every 20 minutes: 7:30pm – 11:30pm Saturday Every 15 minutes: 7:30pm – 11:30pm
----------	---

Figure 5.4 – Free Bus Route and Timetable
(Source: TfGM, 2021)

- 5.4.8 These routes provide frequent access to the rest of Manchester City Centre, including major public transport interchanges at Manchester Piccadilly, Manchester Oxford Road, Deansgate, Salford Central, as well as to parts of Greater Manchester.
- 5.4.9 Overall, the Site is very well served by bus with frequent services linking the Site with the City Centre along with north and south Manchester.

Rail Accessibility

- 5.4.10 The Chartered Institution of Highways and Transportation (CIHT) document, *'Planning for Public Transport in Proposed Developments'* (1999) notes that those travelling to a Site by rail will typically be prepared to walk further to the Site than those travelling by bus, with a preferred distance of 800m.
- 5.4.11 The closest rail station to the Proposed Development is Manchester Victoria, located c. 560m to the south of the Site – within the distance recommended by the CIHT. Manchester Victoria station is a major transport interchange, being one of main rail hub of the northwest of England. It is a combined mainline railway station and Metrolink tram stop.
- 5.4.12 The station provides frequent services to many regional and national destination, a summary of which is provided in **Table 5.4**:

Destination	Service Frequency		
	Peak Weekday	Peak Saturday	Peak Sunday
Redcar Central to Manchester Airport Calling at: Redcar Central, Middlesbrough, Thornaby, Yarm, Northallerton, Thirsk, York, Leeds, Dewsbury, Huddersfield, Manchester Victoria, Manchester Oxford Road, Manchester Piccadilly, Gatley, Manchester Airport.	Hourly	Hourly	Hourly
Liverpool Lime Street to Newcastle Calling at: Liverpool Lime Street, Lea Green, Newton-Le-Willows, Manchester Victoria, Huddersfield, Dewsbury, Leeds, York, Northallerton, Darlington, Durham, Newcastle.	Hourly	Hourly	Hourly
Chester to Leeds Calling at: Chester, Warrington Bank Quay, Earlestown, Newton-le-Willows, Manchester Victoria, Rochdale, Todmorden, Hebden Bridge, Mytholmroyd, Sowerby Bridge, Halifax, Bradford Interchange, Pudsey, Bramley, Leeds.	Hourly	Hourly	-

Destination	Service Frequency		
	Peak Weekday	Peak Saturday	Peak Sunday
Kirkby to Blackburn Calling at: Kirby; Rainford, Upholland, Orrell, Pemberton, Wigan Wallgate, Ince, Hindley, Daisy Hill, Hag Fold, Atherton, Walkden Moorside, Swinton, Salford Crescent, Salford Central, Manchester Victoria, Mills Hill, Rochdale, Littleborough, Todmorden, Burnley Manchester Road, Rose Grove, Accrington, Blackburn.	Hourly	Hourly	-
Stalybridge to Southport Calling at: Stalybridge, Ashton-under-Lyne, Manchester Victoria, Salford Central, Salford Crescent, Kearsley, Farnworth, Moses Gate, Bolton, Westhoughton, Hindley, Wigan Wallgate, Gathurst, Appley Bridge, Parbold, Burscough Bridge, Meols Cop, Southport.	Hourly	Hourly	Hourly
Clitheroe to Rochdale Calling at: Clitheroe, Whalley, Langho, Ramsgreave & Wilpshire, Blackburn Darwen, Entwistle, Bromley Cross, Hall-I-Th-Wood, Bolton, Salford Crescent, Salford Central, Manchester Victoria, Moston, Mills Hill, Castleton, Rochdale.	Hourly	Hourly	Hourly
Wigan North Western to Leeds Calling at: Wigan North Western, Daisy Hill, Hag Fold, Atherton, Walkden, Swinton, Salford Crescent, Salford Central, Manchester Victoria, Rochdale, Smithy Bridge, Littleborough, Walsden, Todmorden, Hebden Bridge, Mytholmroyd, Sowerby Bridge, Brighouse, Mirfield, Dewsbury, Batley, Morley, Leeds.	Hourly	Hourly	-

Table 5.4 – Summary of Rail Services from Manchester Victoria

- 5.4.13 Manchester Victoria rail station has step-free access across the whole station via level accesses onto platforms and lifts at footbridge. The station is staffed during regular opening hours and has a concourse / ticket machines from which all tickets must be purchased. The station is sheltered and there are payphones present for passenger use, along with facilities such as toilets and shops. Train running information is offered via Customer Information Services (CIS) screens, and there are cycle stands for 38 bicycles on the platform and approach.
- 5.4.14 The trains that service Manchester Victoria rail station run regularly 7 days a week to a number of different locations and residential areas within Greater Manchester and further afield destinations in England; this provides frequent access for customers of the Site and is a viable alternative to private car use.
- 5.4.15 It is noted that the provision of rail services will change over time in response to current circumstances. The rail frequencies are accurate at the time of writing, whereas up-to-date rail times can be found on Northern Rail and Transpennine Express' websites: [northernrailway.co.uk/travel/timetables](https://www.northernrailway.co.uk/travel/timetables); <https://www.tpexpress.co.uk/travel-updates/timetables>.

5.4.16 Overall, the Site is highly accessible via rail.

Metrolink (Light Rail) Accessibility

5.4.17 Future customers can also board the Metrolink at Manchester Victoria, located c. 860m south of the Site. The following services call at this station:

- **Pink** – East Didsbury to Rochdale Town Centre; Mon – Sat (all-day)
- **Navy** – Victoria to Manchester Airport; Mon – Sun (all-day)
- **Grey** – East Didsbury to Shaw and Crompton; Mon – Sat (daytime)
- **Yellow** – Bury to Piccadilly; Mon – Sun (daytime)
- **Green** – Altrincham to Bury; Mon – Sun (daytime)

5.4.18 All lines run at a frequency of every 12 minutes between 06:00 – 00:00 on Mondays to Saturdays, and 07:00 – 00:00 on Sundays. Some lines only operate during peak hours, for example:

- Green Line (Altrincham to Bury): 07:00 – 20:00 on Mondays to Fridays and 09:00 – 18:30 on Saturdays. Outside these hours, use the Purple (Altrincham to Piccadilly) and Yellow (Piccadilly to Bury) Lines.
- Grey Line (East Didsbury to Shaw and Crompton): 07:00 – 20:00 on Mondays to Fridays and 09:00 – 18:30 on Saturdays. Outside these hours, use the Pink Line (East Didsbury to Rochdale Town Centre).

5.4.19 The start and end times for specific stations will change over time in response to current circumstances. The Metrolink frequencies are accurate at the time of writing, whereas up-to-date times can be found on the Metrolink website at: <https://tfgm.com/public-transport/tram/tram-schedule>.

5.4.20 Users can change at St Peter's Square and Cornbrook to access the entire Metrolink network, including accessing additional routes to Eccles, Ashton-under-Lyne, and the Trafford Centre, as shown in the Metrolink map in **Figure 5.5**.

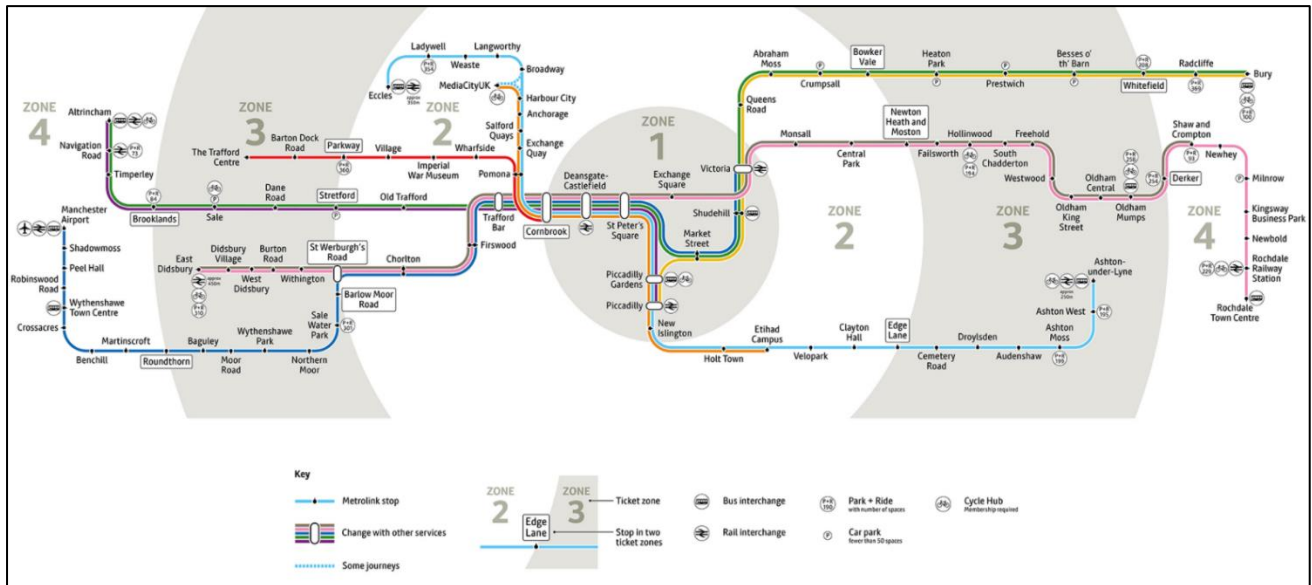


Figure 5.5 – TfGM Metrolink Network Map
(Source: TfGM, 2021)

5.4.21 Overall, the Site is highly accessible via tram.

5.5 Summary

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

- 6.1.1 Taking into account the location of the proposed 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 ITP sets out the initiatives that could be implemented in a full Travel Plan at the site. The initiatives below are in line with the aims, objectives and benefits set out in **Section 2** of this document.

6.2 Appointment of Travel Plan Coordinator (TPC)

- 6.2.1 At least one month before first occupation of the proposed development, a Travel Plan Coordinator (TPC) will be appointed. 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.
- 6.2.2 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.
- 6.2.3 Additional responsibilities of a TPC are further detailed in **Section 8** of this report.

6.3 Production of Welcome Packs

- 6.3.1 A vital initiative of the TP is likely to be the distribution of the Travel Plan Welcome Packs for all staff and delivery riders.
- 6.3.2 Kitchen staff and delivery riders could receive the Welcome Pack in the early stages of operation. The contents of the Welcome Packs will include:
- Introduction to the Travel Plan concept detailing the aims, objectives and aspirations;
 - The health benefits of walking and cycling, and the environmental benefits of sustainable modes of transport;
 - Maps showing local walking / cycling routes and places of interest;
 - Details of the “My TfGM” mobile app and online Journey Planner <http://my.tfgm.com/>;
 - Details of public transport services, including ticketing options, timetables, and routes;
 - Details of the Car Sharer database for staff; and
 - Details of the Travel Plan Co-ordinator (TPC).

- 6.3.3 The information contained with the Welcome Packs would be periodically updated by the TPC. The information above could also be emailed to staff and delivery riders/ drivers, or on notice boards to be placed in communal areas.

6.4 Marketing and Promotional Measures

- 6.4.1 Providing easily accessible information on travel options can be important in influencing travel patterns. Relevant elements of the Travel Plan will be supplied to all staff and delivery riders at the site electronically (via a Travel Page on the website or on the staff intranet) or physically on notice boards in communal areas. This will include:

- Provide a summary of the TP in the Welcome Pack;
- Publicise the TP with posters and notice boards in communal areas; and
- Organise a monthly promotional event in a communal staff area.

- 6.4.2 A version of this TP document and any subsequent TP review documents should be made readily accessible to all future staff and delivery riders/ drivers of the site. In order to ensure this, the following strategy will be undertaken:

- Provide an electronic copy to all staff and delivery riders;
- Make a hard copy available at the reception areas; and
- An electronic version made available to download on the staff intra-web / Facebook page.

6.5 Measures to Encourage Walking

- 6.5.1 Walking is the most sustainable and accessible mode of travel. Any individual in relatively fair health can incorporate walking into part of their journey. Furthermore, 30 minutes of moderate activity 5 or more times per week is likely to enhance the health and fitness of the individual.

- 6.5.2 It has been demonstrated throughout **Section 5** of this ITP that there is an existing good level of pedestrian infrastructure in the surrounding area.

- 6.5.3 The following measures will be provided in order to encourage staff and delivery riders/ drivers to walk:

- Raise awareness of the health benefits of walking;
- Clear signing of pedestrian routes adjacent to the site to the main destinations and bus stops;
- Adequate lighting, landscaping, and shelter to create pleasant pedestrian waiting areas; and
- Regularly review and update information (if necessary) provided within the Welcome Packs / Travel Page / notice boards, such as:
 - Local pedestrian routes, including public footpaths and walking times to key destinations; and
 - Promote the Greater Manchester Walking website at gmwalking.co.uk/ which provides resources on routes, tips, local walking groups.

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

6.6 Measures to Encourage Cycling

- 6.6.1 It has been demonstrated throughout **Section 5** of this ITP that there is an existing good level of cycle infrastructure in the surrounding area. There will also be cycle parking provided as part of the development proposals.

- 6.6.2 To encourage staff and delivery riders/ drivers to cycle, the following measures will be provided:

- Raise awareness of the health benefits of cycling;
- Encouraging local cycle clubs/forums to be invited to take part in Travel Plan promotional events to raise awareness;
- Register staff to the Cycle2Work scheme, which Halfords' website claims can save employees up to 42% on a new cycle and safety accessories;
- Ensure that there is sufficient cycling infrastructure and facilities in the vicinity of the site, such as:
 - Engage with Manchester City Council to ensure appropriate standards of cycleways and signage adjacent to the Site;
 - Adequate security at proposed bike parking facilities;
 - Shower and changing room facilities to be provided in the building; and
 - Provide an on-site puncture repair kit;
- Regularly review and update information (if necessary) provided within the Welcome Packs/ Travel Page / notice boards, such as:
 - Local cycle network routes;
 - Cycle information, including route maps and useful tips and guidance, on the Sustrans website www.sustrans.org.uk;
 - Promote the availability of local information on cycle training, parking, paths, maps, hire, or bringing bicycles on public transport on the TfGM website tfgm.com/cycling-and-walking;
 - Details of local cycle shops; and
 - Marketing campaigns such as “National Bike Week”.

- 6.6.3 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 will be the responsibility of the individual to fund the repairs), promoting TfGM’s cycle training sessions (family confidence training, learn to ride, road rider ready, one-to-one, basic / intermediate maintenance), and having the TPC negotiate discounts with local cycle retailers could also be considered.

6.7 Measures to Encourage Public Transport

6.7.1 It has been demonstrated throughout **Section 5** of this ITP that the site is highly accessible by public transport, and that there are further opportunities for wider public transport travel throughout Manchester. The following measures will be provided in order to encourage staff and delivery riders/drivers to travel by public transport:

- Implement a staff business policy of using public transport for travel in the course of work wherever feasible;
- Provide a guaranteed lift home for staff who travel by public transport in the event of an emergency;
- Arrange for season ticket loans for staff where a monthly deduction is made from their pay;
- Regularly review and update information (if necessary) provided within the Welcome Packs/ Travel Page / notice boards, such as:
 - Distribute details of the “My TfGM” mobile app and online Journey Planner <http://my.tfgm.com/>;
 - Advertise any promotions/discounts offered by public transport operators;
 - A map showing local bus and rail stations in the vicinity of the site; and
 - Links to up-to-date bus and rail details including timetables / route maps.

6.8 Measures to Encourage Car Sharing / Shared Transport

6.8.1 Notwithstanding that the expected 26 kitchen staff (2 in each of the 13 kitchens) will be encouraged to not drive to work, a small number may still choose to do so.

6.8.2 In such a case 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.

6.8.3 To aid the coordination of car sharing, it is suggested that staff 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’. Staff 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.

6.8.4 It is envisaged that this would need to be regularly maintained / revised.

6.8.5 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 staff who do not own a car but require occasional use.

6.8.6 The TPC will also raise awareness of car ownership costs and highlight the social and economic benefits of car sharing.

6.9 Measures to Encourage Ultra-Low and Zero Emission Vehicles

- 6.9.1 Ultra-Low and Zero Emission Vehicles contribute substantially to reduce the carbon footprint of private transportation. As the UK moves towards a net carbon society, Manchester is at the forefront of tackling Climate Change, including schemes such as the Bee Network, Climate Change Framework and commissioning the UK's first fleet of electric refuse vehicles.
- 6.9.2 The closest EV charging points are at Q-Park Deansgate North and NOMA, both a c. 700m walking distance from the site. There are 4no. 22kW sockets at the former and 2no. 40kW and 2no. 22kW sockets, respectively, at the latter.

6.10 Summary

- 6.10.1 In summary, the TP initiatives contained in this section can be implemented by the TPC to encourage staff and delivery riders/ drivers to travel by sustainable modes of transport and contribute to the achievement of objectives set out earlier within this TP.
- 6.10.2 There is a good level of both cycling and pedestrian infrastructure around the Site which has capacity to accommodate both existing and future demand. There is also public transport available within a short distance from the Site.
- 6.10.1 The list of measures above is by no means exhaustive but forms the basis of those to be explored by the TPC and to be agreed with Travel Plan officers from Manchester City Council.

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

Travel Surveys

- 7.2.1 As the development has not yet been constructed, it is not possible to undertake any travel surveys of future staff and delivery riders. Therefore, it is not appropriate to provide a definitive set of targets at this stage.
- 7.2.2 In order to understand travel habits, travel surveys will be distributed to all staff and delivery riders/ drivers within 3 months of first occupancy or when 50% occupancy has been reached, whichever is sooner. Recipients will be encouraged to participate, and the surveys would extract the following key information:
- Place(s) of residence;
 - Usual mode of travel and reason for modal choice;
 - Attractiveness of various active and sustainable modes;
 - Any barriers to walking, cycling and public transport; and
 - Initiatives that would encourage staff and delivery riders/ drivers 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 Firstly, questions will be transferred to Momentive (formally known as SurveyMonkey), which is an online survey service widely used by both private and public sector organisations for data collection. Staff and delivery riders/ drivers would be sent this link in the early stages of operation and can click on it and get directed to an internet-based survey. Staff and delivery riders/ drivers can also be sent this link when they log into the sitewide Wi-Fi service or apps used to coordinate deliveries and orders. All results can be recorded on a computer database for analysis.
- 7.2.5 Paper surveys will also made available across communal areas of the site. These results can be manually transferred to the Momentive computer database for analysis alongside the electronic surveys.

- 7.2.6 The information obtained will be used to undertake travel performance indicator and modal split analysis, whereby an answer rate of 60% could be considered a sufficient representation of staff and delivery riders/ drivers. Staff and delivery riders/ drivers would 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 new measures where appropriate.

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 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 To provide an indication of potential targets, an example is provided in **Table 7.1** below. The approved planning application for a similar dark kitchen development (Glasgow City Council Planning Reference: 21/01185/FUL) provides a predicted mode split for deliveries based upon Deliveroo data which has been used below.
- 7.3.5 The modal splits for cycle and PTW have been grouped into a wider category of 'Sustainable Travel' to reflect the Sites excellent accessibility by rail, Metrolink, and bus which are likely to be utilised by the expected 26 kitchen staff:

Example of Potential Targets		
Travel Mode	Initial Predicted Modal Split	Total Target Modal Shift Change
Sustainable Travel (incl. cycling, PTWs, walking and public transport)	81%	+5%
Car Driver	19%	-10%
Car Share	0%	+5%

Table 7.1 – Example of Potential Targets

- 7.3.6 The example modal split targets above aim for a 10% reduction in single occupancy car trips, whilst aiming for a 5% increase in trips by both more sustainable modes and car sharing. These indicative targets are based on a sustainable baseline mode share, hence the modest suggested modal shift overall.

- 7.3.7 The above targets are indicative only, and final targets will be decided following the receipt of the baseline travel surveys.
- 7.3.8 These targets are considered to follow the principles and goals of the Greater Manchester Transport Strategy 2040.

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 ITP.

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 Views or any future owner of the buildings if transacted prior to completion. Following full operation, the ITP 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 from the occupier to the appropriately appointed TPC.

8.2.4 Notwithstanding, adequate consultation and support from the scheme developer / management is required to ensure the smooth implementation of the TP.

8.3 Travel Plan Coordinator (TPC)

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

- Leading on the delivery of the TP;
- Representing the human face of the TP and explaining its purpose and opportunities on offer;
- 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 and represent the operator at relevant forums;
- Monitoring the TP and identifying trends in relation to the targets and reporting the findings to relevant parties (i.e. Manchester City Council); and
- Taking a key role in reviewing the TP according to the achievement of the modal shift targets specified therein.

8.3.2 A TPC will be nominated in due course, at least one month before operation.

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 staff and delivery riders/ drivers and liaising with Manchester City Council on transport-related matters, the main monitoring process will involve travel surveys as described in **Section 7** above.

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

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

8.4.4 Monitoring reports will be provided to officers at Manchester City Council annually following the receipt of the first surveys, within 3 months of each travel survey phase. The reports would include a comparison of achievements against targets and remedial proposals for improvement where required. It would also include a summary of changes to any personnel, any new or changed partnerships and outline plans and proposals for the coming year. In addition, survey results would be circulated to all staff and delivery riders/ drivers upon the completion of surveys.

- 8.4.5 Monitoring will be carried out for a period of at least three 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 three year monitoring schedule will include three surveys: the initial monitoring survey and two follow-up surveys.

9.0 Action Plan

9.1 Introduction

9.1.1 **Table 10.1** 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	Views
Produce Welcome Pack	Upon occupation of the development	TPC
Implement TP Initiatives	During occupation of the development	TPC
Undertake Initial Travel Surveys	Within three months	TPC
Decide Targets	Within one month of undertaking the initial surveys	TPC in conjunction with Manchester City Council
Update ITP to a full Travel Plan	Within two months of agreeing modal splits with Manchester City Council	TPC
Distribute Travel Survey Results to Manchester City Council	Within three months of each travel survey phase	TPC
Carry Out Annual Travel Surveys and Other Monitoring Exercises	Annually for at least three years from the date of the baseline travel surveys (or until a date to be agreed with 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.

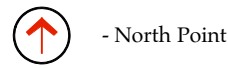
9.1.3 Progress against measures can be directly recorded into a working version of an Action Plan, which could be updated on an annual basis as part of the monitoring and review process.

Appendix A – Proposed Site Layout

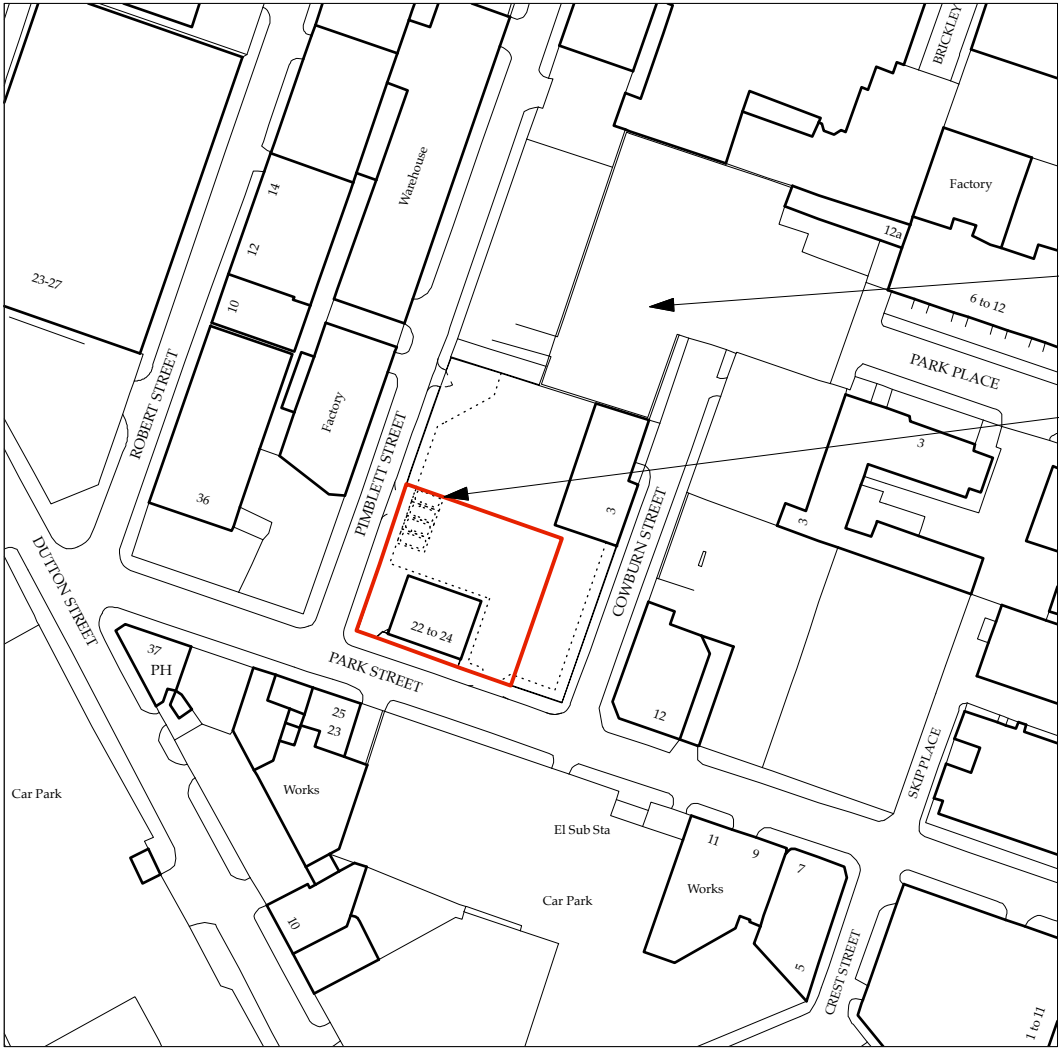


PARK STREET 495 - Kitchens

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— - Application Site Edge in red



Car parks adjacent to the site

Allocated 4 parking spaces for Commercial Kitchens staff use only. Access through existing car park entrance point. Car park owned by Applicant which will provide right of way to the Commercial Kitchens users.

LOCATION PLAN

RevB: 21.07.22
Boundary updated

FOR: PLANNING	
CHECKED BY: TW	DRAWN BY: AK
SCALE: 1:1250	
PAPER SIZE: A3	
JOB: PARK STREET 495 - Kitchens	

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