

J000168-TP01c
December 2020

Partial demolition of existing buildings,
conversion and extension of retained
building and new development to
accommodate student residential
accommodation and amenity /
management facilities, with hard and
soft landscaping, parking and access
arrangements

Land at Langley Road, Fallowfield,
Manchester

Travel Plan

Prepared on behalf of:



Watkin Jones Group

CONTENTS

1.0	INTRODUCTION
1.1	Overview and Planning Context
1.2	General Travel Plan Objectives and Guidelines
1.3	Travel Plan Structure
2.0	SITE DESCRIPTION AND AVAILABLE SUSTAINABLE TRANSPORT CONNECTIONS
2.1	Overview
2.2	Site Location and Existing Conditions
2.3	Existing Site
2.4	Available Sustainable Transport Connections
3.0	DESCRIPTION OF DEVELOPMENT
3.1	Introduction
3.2	Development Proposals
3.3	Highway Access Arrangements
3.4	Car Parking
3.5	Disabled Access Arrangements
4.0	IMPLEMENTATION OF THE TRAVEL PLAN - KEY ACTION FRAMEWORK
5.0	PLAN ADMINISTRATION
5.1	Introduction
5.2	Duties and Responsibilities of the Travel Plan Co-ordinator
5.3	Key Travel Plan Administration Tasks
6.0	FORMULATION & IMPLEMENTATION OF THE FINAL TRAVEL PLAN
6.1	Introduction
6.2	'Physical' Travel Plan Measures
6.3	'Operational' Travel Plan Measures
6.4	Plan Implementation
7.0	MONITORING PROGRESS
7.1	Introduction
7.2	Travel Plan Targets
7.3	Review Procedure

FIGURES

Figure TP1	Travel Plan Pyramid
Figure TP2	Site Location - Strategic Context
Figure TP3	Site Location - Immediate Context
Figure TP4	Walk Catchment Plan
Figure TP5	Cycle Catchment Plan
Figure TP6	Cycle Routes Available in the Vicinity of the Application Site
Figure TP7	Local Public Transport Connections
Figure TP8	Travel Plan Implementation Programme

APPENDICES

Appendix TP1	Site Masterplan
Appendix TP2	Schedule of Travel Plan Coordinator Duties
Appendix TP3	Travel Plan Noticeboard
Appendix TP4	Example Travel Plan Questionnaire

1.0 INTRODUCTION

1.1 Overview and Planning Context

- 1.1.1 This Interim Travel Plan has been prepared by Focus Transport Planning (FTP) on behalf of Watkin Jones Group to support the planning application for the partial demolition of existing buildings, conversion and extension of retained building and new development to accommodate student residential accommodation and amenity / management facilities, with hard and soft landscaping, parking and access arrangements at the USDAW Site, Langley Road, Fallowfield.
- 1.1.2 The scheme envisages the delivery of 425 bedspaces comprising 60 studio apartments and 365 en-suite cluster bedrooms. The proposed development would be served by complementary cycle parking provision, with the site also offering a landscaped courtyard, management suite, common room, social / study areas and gym for residents. The scheme is effectively being promoted as a ‘car free’ development to students, with just 8 car parking spaces proposed on-site, which would be allocated for staff and disabled student use.
- 1.1.3 This Travel Plan will be developed and implemented to support the day to day operation of the proposed development to encourage and maximise travel to the site by alternative travel modes to the private car and build on the main sustainable advantages and accessibility of the proposal site location. Indeed, given that the scheme is being promoted as an effectively ‘car free’ development, and its location within Fallowfield, adjacent to a high frequency bus stop, and within an easy walking distance of a range of everyday local facilities, the majority of daily demand for travel would be associated with walking, cycling and public transport.
- 1.1.4 The planning application for the Langley Road development submitted to Manchester City Council (MCC) is also supported by a Transport Statement report prepared by Focus TP. This Transport Statement provides an appraisal of the immediate highways and transport implications of the scheme and includes a review of the proposed site access strategy and sustainable site design. The Transport Statement document concludes:

“Overall, it is considered that the proposed development represents a practical and sustainable approach for the Langley Road site, which would result fewer vehicle movements to/from the site when compared to its extant use, therefore resulting in an improvement in operation of the immediate local highway. The site is considered to be highly accessible via a range of sustainable travel options, which would back up the essentially car free development strategy. Given the above, it is concluded that there are no material highway grounds for refusing the development proposals.”

1.1.5 The National Planning Policy Framework (updated June 2019) advises that Travel Plans should be submitted to support all major applications. The production and implementation of this Travel Plan at the Langley Road site therefore reflects core national policy and also reinforces Watkin Jones Group’s commitment to maximising accessibility to the site. This Travel Plan has been prepared mainly for residents at the development, but will also cover the limited number of staff working at the site.

1.1.6 At this stage, it is considered most appropriate to prepare an Interim Travel Plan, to be developed into a Full Travel Plan once the development site is constructed and occupied. This document therefore represents a framework for the development, implementation, operation and monitoring of a Travel Plan to build on the general sustainable principles of the Langley Road scheme and to encourage / maximise travel to the site by sustainable travel modes such as walking, cycling and public transport.

1.2 General Travel Plan Objectives and Guidelines

1.2.1 A Travel Plan is a general term for a package of measures and initiatives aimed at promoting more sustainable travel choices. Travel Plans are tailored to the requirements of individual sites and involve the development of a set of mechanisms and targets that together enable organisations to reduce the impact of their travel and transport on the local environment.

1.2.2 Travel Plans can be developed either specifically to address issues associated with individual buildings or sites, or to form part of a wider strategy involving Local Authority initiatives and other surrounding developments. This Travel Plan

concentrates on those measures that can be developed specifically at the proposed Langley Road site, and, given the essentially 'car-free' nature of the scheme, aims to ensure that all residents, staff and visitors are fully appraised of the wide range of sustainable travel options available in the vicinity of the site.

- 1.2.3 Watkin Jones Group or any future site operator of the Langley Road site will promote sustainable transport solutions where appropriate and practical under the terms set out in this Interim Travel Plan, with the operation of these initiatives likely to be controlled and enforced via an appropriate Planning Condition attached to any formal planning consent.

- 1.2.4 It is considered that the implementation of this Travel Plan could deliver the following benefits:

Residents / Students

- Improving accessibility to the development, Manchester City Centre and Universities
- Money and time savings
- Improved health, motivation and well being
- Lower levels of stress
- A better quality of life

Developer

- Support resident travel needs
- Fulfil planning targets
- Enhance company image
- Reduce the land used for car parking spaces / promotion of the scheme as an essentially 'car free' development
- Improve site environment
- Improve access for residents, staff and deliveries

Local Community

- Less traffic and congestion
- Minimising students that bring a car to University, thereby managing the potential for local on-street parking

➤ Reduction in local level pollution / CO2 emissions

National Guidance

- 1.2.5 Guidance on transport assessment, ‘Travel plans, transport assessments and statements in decision-taking’ contained within National Planning Policy Framework (NPPF - available within the Planning Practice Guidance Suite at <http://planningguidance.planningportal.gov.uk/>), states that a Travel Plan should “identify the specific required outcomes, targets and measures, and set out clear future monitoring and management arrangements all of which should be proportionate” (NPPG - Travel Plans, Transport Assessments and Statements). NPPG also notes that “Travel Plans should, where possible, be considered in parallel to development proposals and readily integrated into the design and occupation of the new site rather than retrofitted after occupation”.
- 1.2.6 For best results, the guidance suggests that the initial focus should be on establishing the ‘outcomes’ required from a Travel Plan and working from this, to develop a range of measures at the site that can then be identified and agreed as the best way of achieving such objectives. Measures are likely to include both incentives and controls, in order to encourage site users to make changes in their travel behaviour.
- 1.2.7 This Travel Plan therefore concentrates on those measures that can be developed at the Langley Road site and is designed to integrate with general aspirations for encouraging more sustainable travel, with the principal objective of the Travel Plan being to minimise the need to travel to the development site by the private car and to provide opportunities for travel by more sustainable travel modes.

Local Guidance

- 1.2.8 The November 2010 document ‘Transport Strategy for Manchester City Centre’ identifies that MCC supports the ‘Smarter Choices’ agenda, to encourage people to change their travel habits. This approach includes the use of Travel Plans that set targets on travel behaviour, support to national programmes such as the Cycle

to Work scheme and encouraging individuals to investigate actions such as car sharing.

1.2.9 The Council's Core Strategy (adopted July 2012) also sets out a number of relevant supporting policy objectives for delivering sustainable new development including (Policy T2):

- New development to be located to ensure good access to the City's main economic drivers, including the Regional Centre, the Oxford Road Universities and Hospitals and the Airport and to ensure good national and international connections
- New development to be easily accessible by walking, cycling and public transport; connecting residents to jobs, centres, health, leisure, open space and educational opportunities
- New development proposals to be supported by proportionate Traffic Impact Assessments and Travel Plans for all major application schemes and for any proposals where there are likely to be access or transport issues.

1.2.10 In order to satisfy the general objectives / benefits identified within key guidance documents, three distinct areas for action have been identified to be pursued within this Travel Plan:

- 'Physical' site measures to be provided on-site;
- Tailored day-to-day 'operational' measures to encourage the take-up of sustainable travel options; and,
- Future management and monitoring of the implementation and success of Travel Plan initiatives.

1.3 Travel Plan Structure

1.3.1 In light of the national and local Travel Plan guidance outlined above, it is proposed that the Travel Plan for the Langley Road scheme is developed via a pyramid framework of measures and actions. The principles of this Travel Plan 'pyramid'

approach are illustrated in **Figure TP1**, with DfT guidance noting that the Plan process should be built ‘from the ground up’, with each new layer building on the last and set within the context of the outcomes sought.

1.3.2 The remaining sections of this report consider the following matters:

- Review of site location and an audit of site accessibility;
- Description of the proposed development;
- Key Action Framework for the delivery of the Travel Plan;
- Details of Plan Administration;
- Formulating of Travel Plan initiatives to be implemented;
- Monitoring and enforcement measures.

2.0 SITE LOCATION AND AVAILABLE SUSTAINABLE TRANSPORT CONNECTIONS

2.1 Overview

2.1.1 The location of a development site underpins all aspects of accessibility, in particular its relationship with complementary land uses and the range of practical travel mode options available to site users.

2.1.2 This section of the Travel Plan report effectively examines Tier 1 of the Travel Plan Pyramid, 'Site location and proximity to existing facilities and services' and identifies the extent to which the site can be considered to enjoy an excellent level of accessibility by sustainable modes of transport.

2.2 Site Location and Existing Conditions

2.2.1 The strategic location of the Application Site is illustrated in **Figure TP2** to this report. This plan identifies the location of the site within Fallowfield, immediately west of the University of Manchester Fallowfield Campus. The site is located circa 2km south of the main University of Manchester Campus, 3km south of Manchester Metropolitan University Campus, and 4km south of Manchester City Centre.

2.2.2 The site currently consists of the *Union of Shop, Distributive and Allied Workers* (USDAW) Head Office and associated car parking. Details of the layout of the immediate local highway network to the Application Site are illustrated in **Figure TP3** to this report. This plan illustrates that the site is bounded by the A6010 Wilmslow Road to the east, beyond which lies the University of Manchester Fallowfield Campus and Langley Road to the south, which serves terraced properties along its southern side. To the west and north the site is bounded by Platt Fields Park.

2.3 Existing Site

- 2.3.1 The Application Site comprises the ‘Oakley’ House, originally built as a residential property, having been used as a hotel prior to being acquired by USDAW for use as their principle office in the 1920s.
- 2.3.2 Vehicular access to the Application Site is currently afforded via three bellmouth accesses off Langley Road. The first, located 37m west of the Langley Road junction with Wilmslow Road, serves the main car parking area, and is circa 3.7m wide with 2-3m radii. The second, located a further 58m west, serves a roller shutter door to the main office building, and is 4.3m with 2m radii. The third, located a further 43m west, is located to the western edge of the site, servicing another car parking area, and is 4m wide with 2m radii. These accesses are gated.
- 2.3.3 Additionally, two pedestrian accesses to the USDAW building are available off Langley Road, located between the eastern most car park access and service vehicle access. Both pedestrian accesses are gated.
- 2.3.4 An historic vehicular access point in the form of a dropped kerb arrangement is available to the site’s Wilmslow Road frontage. It is understood that this access is no longer in use to vehicles and is gated and locked shut at all times.

2.4 Available Sustainable Transport Connections

- 2.4.1 The Application Site’s location in Fallowfield is considered to offer good opportunities for new student residential development that would meet the key sustainable development objectives outlined within national planning policy guidance. This guidance identifies the two following primary objectives when considering the location of new development:
- The need to reduce the need to travel, especially by the private car; and,
 - The need to promote accessibility to a range of sustainable travel options.
- 2.4.2 The Application Site is considered to enjoy a number of locational characteristics which would assist in encouraging trips to / from the development to be made by

a range of sustainable, alternative travel options to the private car. The site is located within a short walk of excellent public transport connections to and from the City Centre and Universities, and is also within an easy walking distance of a range of everyday local facilities such as shopping and leisure opportunities.

- 2.4.3 The nature of local sustainable transport connections available within the immediate catchment of the Application Site and a review of the site's accessibility are considered in the paragraphs below.

Accessibility to Local Facilities (Walking & Cycling)

- 2.4.4 The Application Site location is anticipated to allow for a range of 'everyday' journeys to be undertaken on foot. As identified in section 2.3 to this report, the surrounding highway network to the Application Site is conducive to walking with footways on all surrounding highway links and numerous signal-controlled crossing points of Wilmslow Road, including a toucan crossing south of Langley Road and controlled crossing facilities at the Wilmslow Road / Moseley Road junction.
- 2.4.5 The Institute of Highways and Transportation (IHT, now CIHT) Document 'Providing for Journeys on Foot' identifies suitable preferred maximum walk distance of 800m to town centres, and 2km for commuting to work and school. This 2km walk distance is considered relevant in respect of journeys to / from student accommodation and main University facilities. **Figure TP4** to this report illustrates relevant local walk catchments as measured from the proposal site. This analysis demonstrates that the majority of the suburb of Fallowfield, including food retail stores, restaurants, take-aways, cafes and pubs, medical centre, post office, sport centre and bus stops are all located within a 0.8km walk of the Application Site. Additionally, a 2km walk catchment stretches to the southern tip of the University of Manchester main campus.
- 2.4.6 National planning guidance also notes that cycling has the potential to substitute for short car trips - particularly those of less than 5km or which could form part of a longer journey by public transport. **Figure TP5** to this report illustrates a 5km cycle catchment from the Application Site and demonstrates that such a travel distance would allow for practical cycle access to the University of Manchester,

Manchester Metropolitan University and Manchester City Centre to the north, Stockport to the east, Didsbury to the south and Chorlton to the west.

2.4.7 Cycle access to / from the site could be expected to be encouraged by the opportunity to utilise a range of dedicated cycle infrastructure available close to the site. **Figure TP6** to this report, identifies local cycling infrastructure available to the Application Site, such as a northbound cycle lane / southbound shared used footway/cycleway at the Application Site frontage to Wilmslow Road. This cycle infrastructure forms part of the Oxford Road and Wilmslow Road cycleway, which provides dedicated cycle infrastructure for the majority of the route between Didsbury and Manchester City Centre, including bus stop bypasses and early release cycle signals.

2.4.8 Additionally, the Fallowfield Loop off-road cycle path is accessible circa 400m south of the Application Site. This cycle route, which follows the route of the former Fallowfield Loop railway line, connects Chorlton in the west with Fairfield in the east, via Whalley Range, Levenshulme and Gorton. The Fallowfield Loop forms part of National Cycle Route 6.

Public Transport Connections

2.4.9 The Application Site is located adjacent to the A6010 Wilmslow Road, a major bus corridor running between central Manchester to the north and Didsbury to the south. This route provides high frequency connections between the Application Site and University of Manchester, Manchester Metropolitan University and City Centre to the north.

2.4.10 A multiple service hub stop with substantial sheltered waiting facilities for northbound services is available at the site frontage to Wilmslow Road. Additional services are accessible from stops on Moseley Road, circa 350m from the Application Site.

2.4.11 Details of the available services and frequencies from these immediate stops are summarised in **Table TP2.1**.

2.4.12 **Figure TP7** provides an extract of the Transport for Greater Manchester public transport route map for Manchester. This identifies that the above local stops are served by the following routes and service frequencies:

Table TP2.1: Bus Services Available from Local Bus Stops

Service	Route	Mon-Fri / Sat / Sun Daytime Frequency (single direction stated)
Wilmslow Road		
41	Middleton - North Manchester General Hospital - Manchester - Northenden - Sale	15 mins / 15 mins / 30 mins
42	Manchester - MRI - Withington - Didsbury - Stockport	30 mins / 30 mins / 60 mins
42A	Manchester - Rusholme - East Didsbury - Reddish	30 mins / 30 mins / 60 mins
42B	Manchester - East Didsbury - Bramhall - Woodford	30 mins / 30 mins / 60 mins
43	Manchester - Withington - Northenden - Wythenshawe - Manchester Airport	10 mins / 10 mins / 30 mins
142	Manchester - MRI - Fallowfield - The Christie - East Didsbury	10 mins / 10 mins / 10 mins
Wilbraham Road / Moseley Road		
150	intu Trafford Centre - Stretford - Chorlton - Levenshulme - Gorton	30 mins / 30 mins / 60 mins

2.4.13 Review of this information highlights that local bus stops provide access to highly frequent services connecting to key destinations including the main University campuses, Manchester City Centre, Didsbury, Chorlton, Stockport and the Trafford Centre. A number of buses also provide frequent connections throughout the night / early morning.

2.4.14 The above listed bus services accessible from the Wilmslow Road stops also provide access to/from city centre free bus routes, which operate 10-20minute frequency circular routes around the city. The free bus routes provide access to key city centre destinations including Piccadilly, Victoria and Deansgate Railway Stations and Metrolink stations at Deansgate, and Piccadilly/Shudehill transport interchanges.

Summary

2.4.15 Overall, it is concluded that the Application Site represents an appropriate location for new student residential development, being located within easy walking

distance of a range of everyday local facilities such as shopping and leisure opportunities in Fallowfield. The Application Site is also located adjacent to excellent public transport connections to and from the City Centre and Universities, with access to these destinations also supported by excellent cycle connections. Such locational characteristics should assist in meeting the sustainable planning objectives of promoting opportunities for the use of alternative travel modes to the private car and managing the overall traffic and parking impact associated with the new development.

3.0 DESCRIPTION OF DEVELOPMENT

3.1 Introduction

- 3.1.1 This section of the report has been prepared in line with Tier 2 of the Travel Plan Pyramid ‘Sustainable site design - parking restraint, suitable density and amenity’ and sets out those key site elements that will help promote sustainable travel.

3.2 Development Proposals

- 3.2.1 The Application Scheme comprises **the** partial demolition of existing buildings, conversion and extension of retained building and new development to accommodate student residential accommodation and amenity / management facilities, with hard and soft landscaping, parking and access arrangements at the USDAW Site, Langley Road, Fallowfield.
- 3.2.2 The development incorporates 425 bedspaces comprising 60 studio apartments and 365 en-suite cluster bedrooms, grouped together in cluster bedrooms of 5-10 rooms. The proposed development would be served by complementary cycle parking provision, with the site also offering a landscaped courtyards, management suite, common room, social / study areas and gym for residents. The scheme is effectively being promoted as a ‘car free’ development to students, with just 8 car parking spaces proposed on-site, of which 3 would be design to mobility standard for use by disabled staff and students, 4 would comprise electric vehicle charging points and 1 would be a standard bay. A masterplan of the Application scheme is included as **Appendix TP1** to this report.

3.3 Pedestrian & Cycle Access

- 3.3.1 It is proposed that the existing site access off Wilmslow Road (currently gated and locked shut) would be opened for pedestrian access to the Application Site. An additional new pedestrian access point is proposed to be delivered at the south-eastern corner of the Application Site off Langley Road, close to its junction with Wilmslow Road. Pedestrian routes from these access points would be provided

towards the main building access and amenity courtyard spaces, off which further accesses to the building would be provided.

3.3.2 Pedestrian access would also be afforded via two further gated access to Langley Road.

3.3.3 Cycle access to the site would be supported via the provision of secure cycle stores within the basement and adjacent to the main pedestrian access off Wilmslow Road. The cycle stores would provide cycle parking for at least 172 bicycles, with a further 42 spaces provided close to the Wilmslow Road access).

3.3.4 This level of cycle parking is considered entirely appropriate for a student accommodation site, representing over 50% of bed spaces.

3.4 Vehicular Access Arrangements

3.4.1 The existing car park access to the USDAW site off Langley Road are proposed to be retained to service the site. The existing eastern most car park access would be retained to service the small car parking area that is proposed to support the student accommodation scheme, with the western most car park access retained for access to the student accommodate sub-station.

3.4.2 A new vehicular access point is also proposed to be provided to Langley Road, located between Oakley House and the new student accommodation buildings. This access would be gated and locked shut at all times, to be used for emergency fire tender access only.

3.4.3 The existing service vehicle access off Langley Road that services the USDAW office building would be closed and reinstated to footway.

3.5 Car Parking

3.5.1 As noted above, the scheme is being promoted effectively as a 'car free' development, a strategy which reflects the site's highly accessible location. Car parking provision at the site would be limited to the following:

- 3 * disabled parking bays
- 4 * electric vehicle charging points
- 1 * standard parking bay

3.5.2 It is proposed that the parking bays would be utilised by disabled students/staff, student accommodation staff and maintenance vehicles only during the academic terms.

3.5.3 It is acknowledged, however, that student accommodation sites traditionally experience peaks in demand for vehicle travel at the commencement of the academic year, as residents transport their belongings to the site. A further peak also occurs at the end of the academic year, albeit typically spread over a wider period, due to exam periods and extra-curricular activities.

3.5.4 In order to meet the demand for parking that occurs during these 'one-off' periods, all on-site car parking would be made available for students moving into/out of the site. The site parking area also provides potential for a further 4 cars to be accommodated during move-in / move-out on a temporary basis.

3.5.5 The operation of the temporary on-site bays would be managed by the site operator for use by students and their parents to stagger vehicular arrivals and departures. Students would be offered the opportunity to book a 20-minute slot to utilise the temporary on-site bays to unload / load. Marshals would be on site to supervise the parking and appointment system.

3.6 Disabled Access Arrangements

3.6.1 The access strategy for the new proposals complies with the Manchester City Council Local Plan Policies, the current Building Regulations and BS 8300 - Access for Disabled People.

3.6.2 The site would be served by level access to ground floor foyer / lobby area accessed from the entrance court / hard landscapes courtyard areas.

- 3.6.3 Four stair cores and four lifts serve the new build element of the accommodation, with additional stairs and lift provided in the retained Oakley House element of the scheme. Level access is provided to the lift cores.
- 3.6.4 The redundant bellmouth at the site's Langley Road frontage would be closed and reinstated to footway. These works would be implemented by the developer under Section 278 of the Highways Act 1980, which represents a legally binding agreement between the Local Highway Authority and the developer to ensure that works carried out on the highway are completed to the standards and satisfaction of the Local Highway Authority.
- 3.6.5 Overall, level access from external areas to lift cores allow disabled access to the entire site.

4.0 IMPLEMENTATION OF THE TRAVEL PLAN - KEY ACTION FRAMEWORK

- 4.1 It is envisaged that the development of the Interim Travel Plan into a full Travel Plan and its implementation under the terms of a formal planning condition will ultimately be delivered at the proposal site over a number of key stages. These stages are considered further in the remaining sections of this document and cover the identification of base travel trends to the site (from the analysis of questionnaire data to be collected following opening of the proposed development), to the implementation of Travel Plan measures / initiatives, and the monitoring of the effects of the Plan.
- 4.2 The identified key stages for the development of the Travel Plan are as follows:
- A. Preliminary assessment of travel behaviour of residents and staff (to be undertaken within 3 months of initial opening of the proposed development);
 - B. Plan Administration through the selection and appointment of the Travel Plan Co-ordinator - i.e. Tier 3 of the Travel Plan Pyramid 'Implementation & development of the Travel Plan';
 - C. Formulation and agreement of the final Travel Plan measures and targets to produce a Full Travel Plan - i.e. Tier 4 of the Travel Plan Pyramid 'Services and facilities';
 - D. Monitoring of the effectiveness of the final Travel Plan and revision where appropriate on a regular basis - i.e. Tier 5 of the Travel Plan Pyramid 'Marketing & promotion, awareness raising, monitoring and review'.
- 4.3 **Figure TP8** to this report identifies the key intermediate stages of this implementation programme.
- 4.4 Detailed commitments necessary to promote the successful delivery of the Travel Plan are identified and highlighted via **bold** / underlined text through the remainder of this document.

5.0 PLAN ADMINISTRATION

5.1 Introduction

5.1.1 The management and development of the Travel Plan process will be achieved through **the identification of a suitable person to undertake the Travel Plan Co-ordinator (TPC) role**. General experience in the operation of Travel Plans suggests that in order to ensure successful implementation and allocation of resources, the role of TPC should be adopted by a suitable senior member of staff. In the case of the Langley Road development, it is proposed that the site manager will take on the position of site TPC.

5.1.2 The TPC role will act as the focus for the development of Travel Plan measures and the day to day operation of the Plan. Upon launch of the Travel Plan, the TPC will act as the main contact for all Travel Plan issues and will be responsible for implementing Plan measures, involving new residents & staff, maintaining a database, monitoring the effects of implementation and acting on the results of the Plan review process. The range of duties and responsibilities for the TPC is set out in the sections below.

5.2 Duties and Responsibilities of the Travel Plan Co-ordinator

5.2.1 The TPC will act as the main liaison between residents, staff and the MCC Travel Plan officer with respect to Travel Plan matters. The TPC will also act as the first point of contact for residents and staff in all matters regarding travel and the management of physical travel facilities within the site boundary, including car parking.

5.2.2 The key roles and responsibilities of the TPC at the proposed development site will be as follows:

- Managing the development and implementation of the Travel Plan.
- Liaising with residents and staff regarding all on site travel issues.

- Co-ordinating the necessary travel survey exercises, including the initial Travel Plan questionnaire to be completed by residents and staff within 3 months of opening of the development.
- Liaising with local public transport operators and the MCC Travel Plan Co-ordinator to ensure that up-to-date public transport / general sustainable travel information is freely available at the site.
- Monitoring the operation of the Travel Plan and undertaking a regular review of progress for submission to the MCC Travel Plan Co-ordinator.
- Promoting resident and staff involvement in car sharing.

5.2.3 **The TPC will be able to delegate some duties to other suitable nominated staff, as required, but will retain overall responsibility for all matters relating to the operation of the Travel Plan.** A schedule of TPC duties is provided in **Appendix TP2** to this framework. This schedule effectively represents an ‘Action Plan’ for the development of the Travel Plan.

5.3 Key Travel Plan Administration Tasks

5.3.1 As part of the on-going operation of the Travel Plan the following key administrative tasks will need to be undertaken by the TPC:

- Informing the MCC Travel Plan officer of the contact details of the TPC at the inception of the Plan and updating this information should the TPC role be transferred to an alternative staff member within the lifetime of the Plan;
- Developing a ‘key contacts’ file of appropriate personnel at other organisations such as the Local Planning / Highway Authority, public transport operators, etc.
- Undertaking a travel survey of all residents and staff within 3 months of the initial opening of the proposal site. Update travel surveys should then be undertaken annually for the first 5 years of travel plan operation.

- Making new residents and employees aware of the existence of the Travel Plan.
- Maintaining a Travel Plan noticeboard at communal resident and staff areas to include up-to-date travel information, timetables, maps and details of travel initiatives such as Bike Week, Walk to Work Week, etc.
- Management of student drop-off and collection procedures at academic year start and end.
- Setting up and running of a Travel Plan focus group, where residents and staff can meet to discuss all aspects of the Travel Plan, including new measures / initiatives and Travel Plan progress.
- Investigating the potential for liaison with TPC's for the University of Manchester, Manchester Metropolitan University, and at other student accommodation / residential development sites in Fallowfield. It is considered that the 'pooling' of ideas and initiatives should ensure that the Travel Plan has maximum influence.

6.0 FORMULATION & IMPLEMENTATION OF THE FINAL TRAVEL PLAN

6.1 Introduction

6.1.1 The aim of Tiers 4 & 5 of the Travel Plan Pyramid is to set out the measures and initiatives to be implemented at a development site in order to reduce the level of dependency on the private car and to consider how their operation / effectiveness can be promoted and monitored. The following section of this document outlines those Travel Plan measures to be promoted and implemented at the proposed development site.

6.1.2 As noted in section 1.0 to this report, the Travel Plan is proposed to be delivered as part of a three-stage process:

- 'Physical' site works which will be provided at the proposed development site.
- Tailored 'operational' measures which will be introduced to improve site accessibility and encourage sustainable travel patterns.
- Monitoring of the implementation and success of Travel Plan initiatives.

6.2 'Physical' Travel Plan Measures

6.2.1 The proposed development at the Langley Road site will be delivered to include a number of key 'physical' transport measures. These measures relate to general transport facilities provided to encourage sustainable travel movements at the proposed development site, and will include:

- **Provision of long-stay covered cycle parking for 172 cycles** within secure cycle store, and additional cycle parking provision for 42 bicycles close to the Wilmslow Road access. The provision of a high level of quality cycle parking at the proposal site reflects the sustainable nature of the proposal site and is compatible with the good cycle parking availability at local educational facilities including the University of Manchester and Manchester Metropolitan University;

- **Promotion of the scheme as an essentially ‘car free’ development.** This strategy reflects the sites highly accessible location;
- **Provision of Travel Plan Noticeboards / Timetable Carousels** at foyers / communal areas. An example of a Travel Plan Noticeboard and relevant material which could be included is provided in **Appendix TP3** to this report. Copies of cycle maps and public transport information will be obtained from MCC for inclusion on the Noticeboards;
- **Provision of suitable changing and storage facilities** to support staff and resident use of walking and cycling;
- **Provision of suitable signage** throughout the site and appropriate walking links to the wider higher network.

6.3 ‘Operational’ Travel Plan Measures

- 6.3.1 In addition to the basic physical transport facilities, the management of resident and staff travel through day-to-day initiatives at the proposed development will also help meet Travel Plan objectives. The management of travel issues will be achieved through the development of a package of ‘operational’ measures to complement the physical travel infrastructure provided on site.
- 6.3.2 The package of operational Travel Plan measures which will be implemented and managed by the TPC at the proposed development include:

Provision of Information

- 6.3.3 **Provision and distribution of a Welcome Pack to all residents at the Langley Road site.** The pack should contain a summary of travel information and associated measures / incentives to assist residents in making informed decisions regarding their travel habits. Potential content should be as follows:

- Details of check in / check out procedures (for student accommodation);

- A map identifying the location of the proposal site in the context of:
 - Local University campuses
 - The city centre and supermarkets
 - Local bus stops / train stations
 - Medical services (hospitals, doctors, dentists, pharmacies)
 - Key crossing points on the local highway network
 - Cycle routes
- Bus timetables and examples of fares
- Local taxi ranks and private hire phone numbers
- Site car parking policy details (i.e. essentially ‘car free’, and managed vehicular access available during move-in / out events)

6.3.4 **Provision of relevant local information, such as directions to University Campuses, City Centre, bus stops, train stations, etc.** on the Travel Plan Noticeboards.

6.3.5 **Liaison with MCC and local public transport operators to ensure up-to-date public transport information is available for display** at the on-site Travel Plan Noticeboards, which will be displayed in communal areas.

Encouraging Walking and Cycling

6.3.6 **Promotion of suitable sustainable travel campaigns to encourage the use of walking and cycling**, via the promotion of literature and events. Example information includes details on walking initiatives e.g.: “National Walking Month” (www.livingstreets.org.uk) and bike week (<https://www.cyclinguk.org/bikeweek>). A schedule of events to be pursued at the proposed development site will be defined in liaison with the MCC Travel Plan Co-ordinator.

6.3.7 **Advertisement of the health benefits of walking and cycling** on the Travel Plan Noticeboards.

6.3.8 **Provision of a puncture repair facility with basic cycle supplies on site.** The TPC should ensure that this is appropriately stocked at all times.

6.3.9 Investigation of opportunities for providing items residents to assist with walking and cycling, such as:

- Local 'AtoZ' street map
- Personal alarms for lone / vulnerable pedestrians
- Water bottles
- Reflective vests / wristbands
- Pedometers
- Lights

6.3.10 **Organisation of a Bicycle User Group (BUG) for the site to enable cyclists to discuss issues and identify areas for enhancement of facilities on site.** The BUG will also enable residents to share cycling tips including safe cycling routes. The TPC should also investigate opportunities for amalgamating the site BUG with any similar group at the local Universities/student accommodation sites, which may have been developed as part of their sustainable transport commitment.

6.3.11 **Promotion of cycling safety tips and cycling etiquette** on the Travel Plan noticeboard.

Encouraging Public Transport Use

6.3.12 **Provision of Local Public Transport route maps** (Manchester North & South Bus Maps / Manchester City Centre Bus Map / Metrolink System Map / Manchester City Centre Free Bus Map / North West Rail System Map) (as produced by TfGM at the time of site occupation).

6.3.13 **Promotion of information relating to the TfGM website for access to online public transport information** such as (<http://www.TfGM.com>, including its online journey planner <https://my.tfgm.com/#/planner/>), National Rail website for on-line rail journey planner (<http://www.nationalrail.co.uk>) and live train departure board information for Manchester Piccadilly, Victoria, Deansgate, Levenshulme and Mauldeth Road Stations.

6.3.14 **Promotion of student public transport ticketing options.**

Group Taxi Bookings

- 6.3.15 **Encouragement of participation in a Taxi share scheme**, to promote safety amongst users travelling within the city in the evening. To assist with the promotion of this scheme, the TPC should consider arranging a social event to assist residents in getting to know others who would be interested in such a scheme. It is envisaged that the Taxi share scheme would reduce the cost of an evening out in the city and reduce the attractiveness of risking a potentially unsafe journey on foot at night for lone and vulnerable users. The TPC could also assist this scheme through the negotiation of group discounts with local taxi firms.

Other Travel Plan Initiatives

- 6.3.16 **Development of affiliations with other student accommodation and University Travel Plans**. Affiliations could involve the pooling of information and initiatives to maximise the influence of the Travel Plan.

6.4 Plan Implementation

- 6.4.1 The developer / future operator of the proposed development will be required to support the Travel Plan process and agree a final package of measures with MCC in order to discharge the formal planning condition. The operator will ensure that suitable funding is available to support all Travel Plan initiatives.
- 6.4.2 An annual budget allocation will be made available to manage the Plan, with the site TPC responsible for expenditure and budget control. **This budget will be utilised for promoting, encouraging and providing incentives for increasing sustainable travel.** The funds could also be used to cover typical Travel Plan administration tasks such as the design and production of publicity material, the production of site specific travel information and any financial support to group season ticket purchase, etc.
- 6.4.3 Monitoring of the use of the Travel Plan operational budget will be carried out by the TPC, with details of annual spending on travel initiatives and current budget

position recorded within the annual Travel Plan Progress Report provided to the MCC Travel Plan Co-ordinator (see section 7.3 to this report).

7.0 MONITORING PROGRESS

7.1 Introduction

- 7.1.1** In order to gain an understanding of the influence of the Travel Plan and to measure the Plan's progress in encouraging sustainable travel patterns, monitoring of resident and staff travel trends at the proposed Langley Road site will be undertaken at regular intervals. Information on travel mode choice, car park usage, etc. will therefore be regularly surveyed by the site TPC as part of a monitoring package.
- 7.1.2** Update surveys will be carried out by the TPC at set intervals following Travel Plan implementation, with results being submitted to the MCC Travel Plan Co-ordinator within 1 month of survey completion as part of a Travel Plan Progress Report (see Section 7.3 to this report).
- 7.1.3** It is proposed that the first Travel Survey exercise is undertaken within 3 months of the site opening to residents, and will include resident and staff travel questionnaires and a facilities audit (including car parking and cycle parking usage surveys). Further travel surveys will be undertaken annually over the first five years of Travel Plan operation.
- 7.1.4** The following key parameters for site operation should be considered for inclusion within the scheduled monitoring:
- Changes in recorded resident / employee travel mode split (using an agreed survey questionnaire similar to the template Travel Questionnaire provided in **Appendix TP4**);
 - Review of use of cycle parking facilities on site.
- 7.1.5** A suitable survey budget will be set aside to fund the monitoring surveys over the initial five-year period of the Plan. This budget will cover the costs of core tasks / initiatives such as, copying and analysis of questionnaires and the production of a simple Travel Plan Progress Report.

7.2 Travel Plan Targets

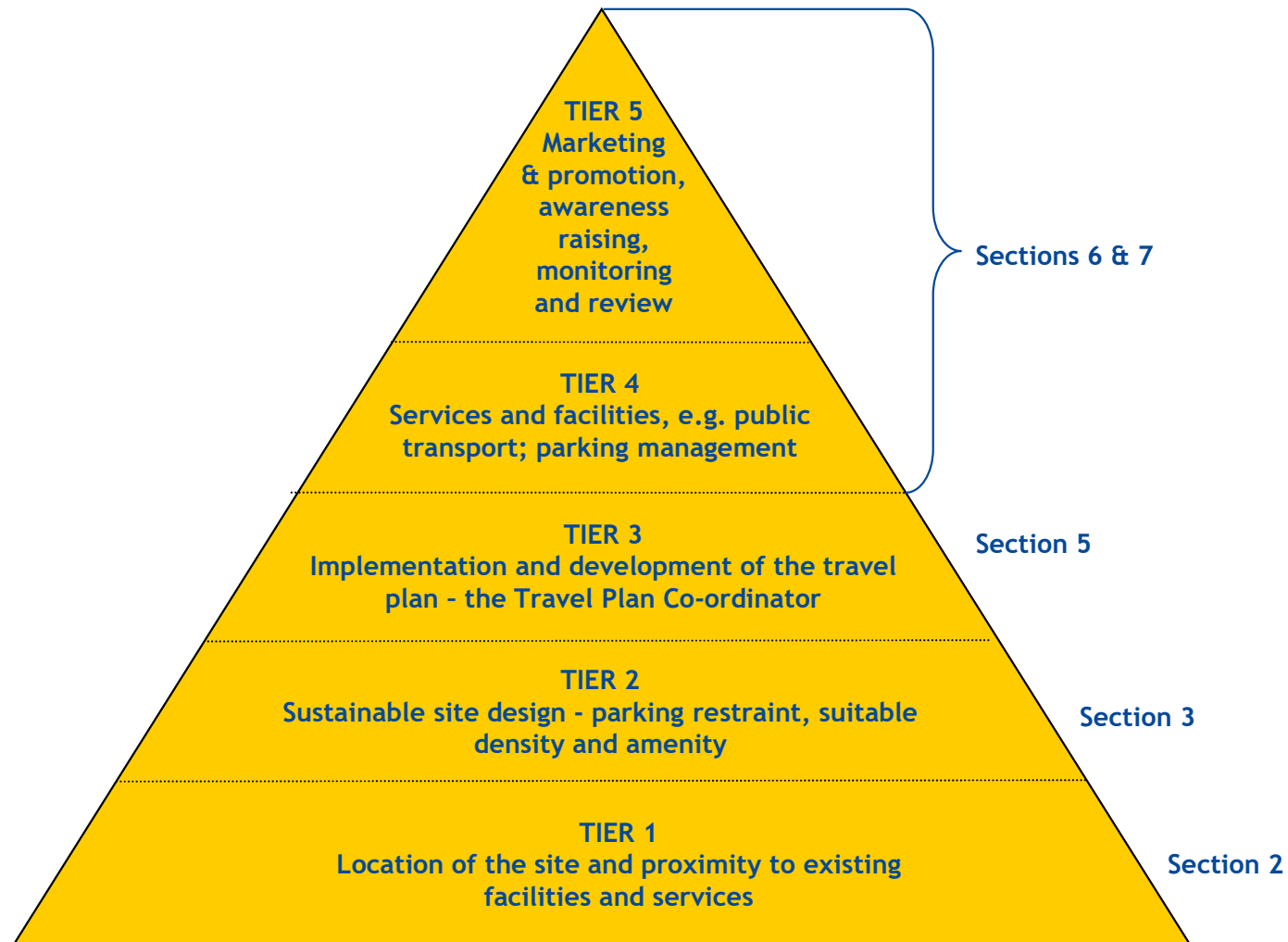
- 7.2.1 As the site is not occupied at present, it is not possible to collect baseline travel data regarding travel trends, and accordingly difficult to set targets for the Interim Travel Plan.
- 7.2.2 To this end, it will be necessary to undertake a full survey of travel behaviour within the first year of occupation, from which an established baseline position can be identified. The survey will be undertaken within 3 months of occupation of the Langley Road site.
- 7.2.3 The travel survey could be undertaken via email. Targeted follow-up interviews could be undertaken by room / apartment, if necessitated by a low response rate.
- 7.2.4 On completion of the first annual survey, the TPC will report to the Travel Plan Officer at MCC in order to agree Travel Plan targets.

7.3 Review Procedure

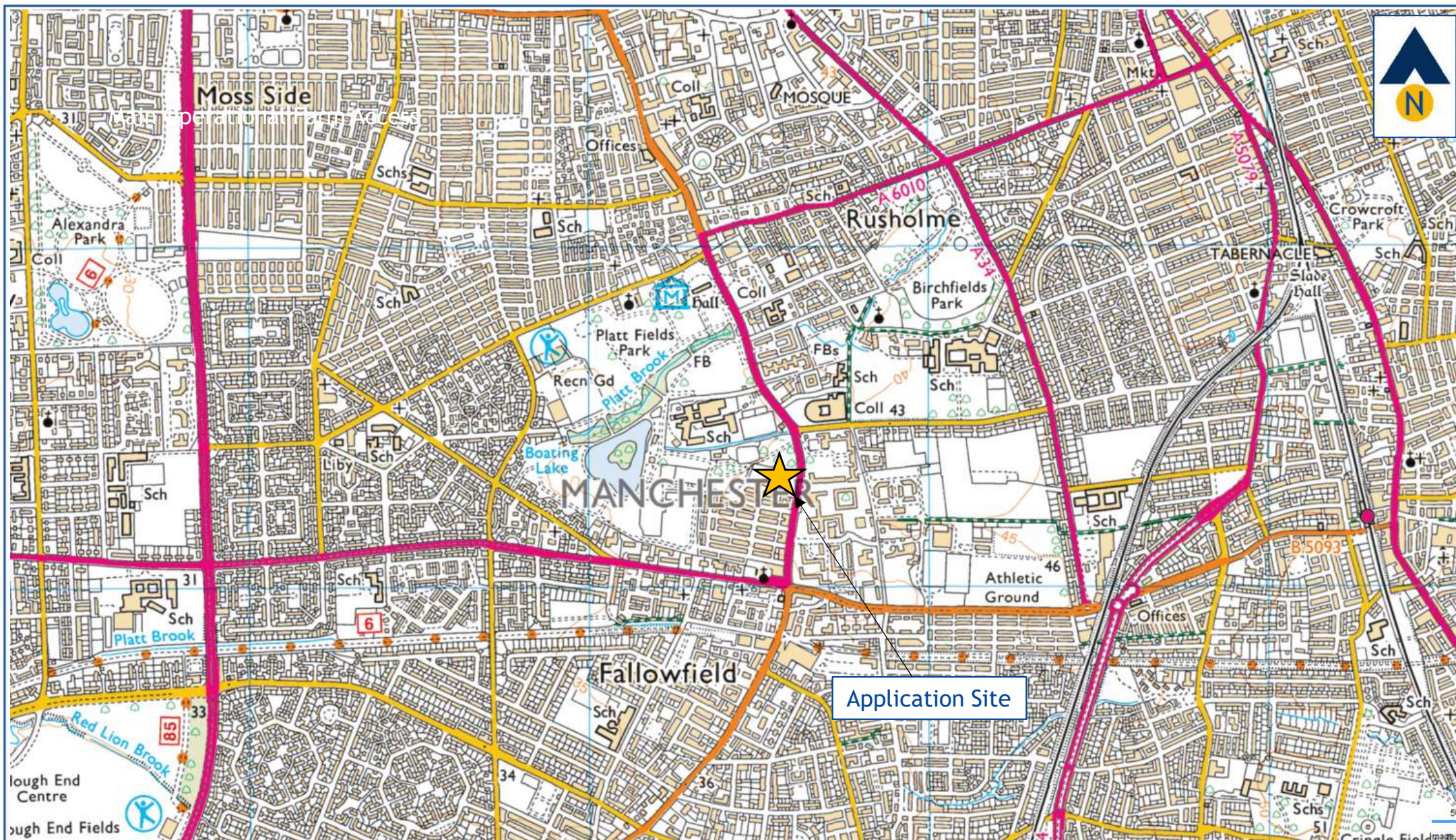
- 7.3.1 Review of the operation of the Travel Plan will be undertaken by the TPC every year in discussion with the MCC Travel Plan officer and informed by the results of the monitoring survey programme where relevant. This review will assess the progress of the Travel Plan with respect to targets and consider the take up / effectiveness of individual measures. The annual review may identify areas within the Travel Plan which require changes or modification.
- 7.3.2 To assist the review process, **the TPC will prepare a brief Travel Plan Progress Report for submission to the MCC Travel Plan officer. This document will be prepared annually** and record the following:
- The results of the most recent travel surveys with respect to targets;
 - The general effectiveness of current initiatives within the Travel Plan;
 - Those measures within the Travel Plan which are proposed to be continued into the next year / those measures to be dropped; and,

- Details of any new travel initiatives to be provided at proposed Langley Road development.

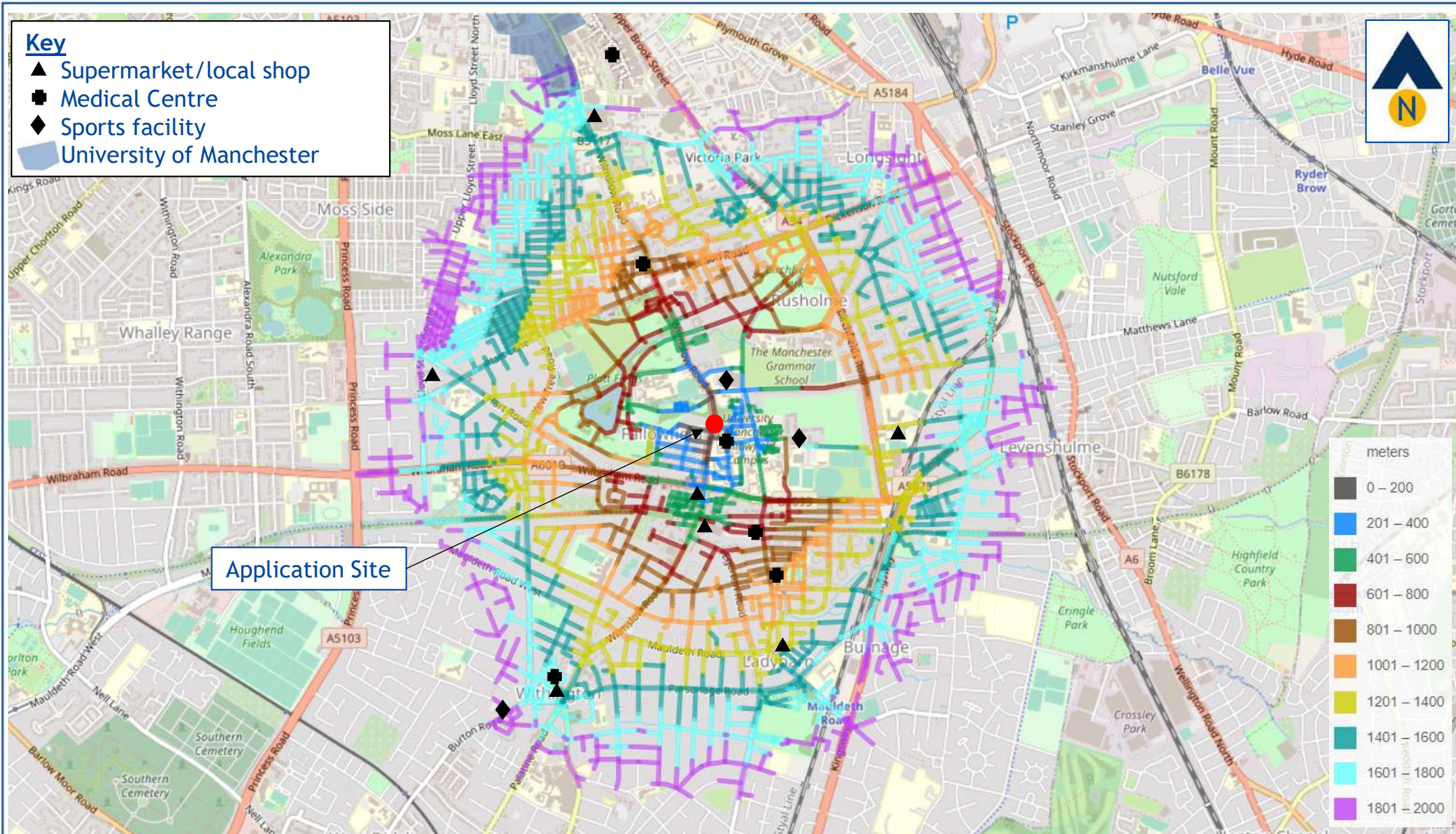


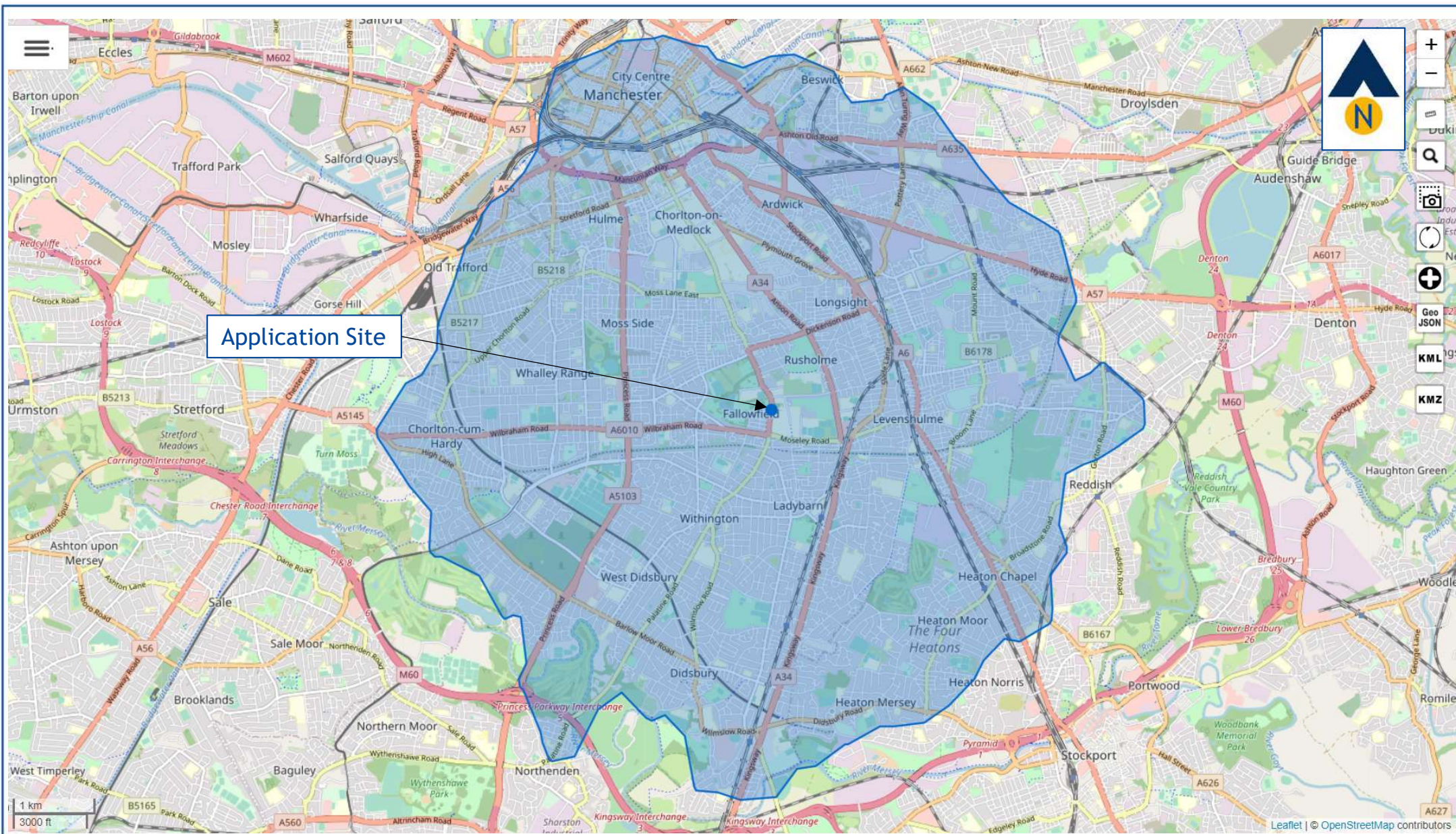


Travel Plan Pyramid (Adapted from DfT 'Good Practice Guidelines: Delivering Travel Plans through the Planning Process', April 2009)









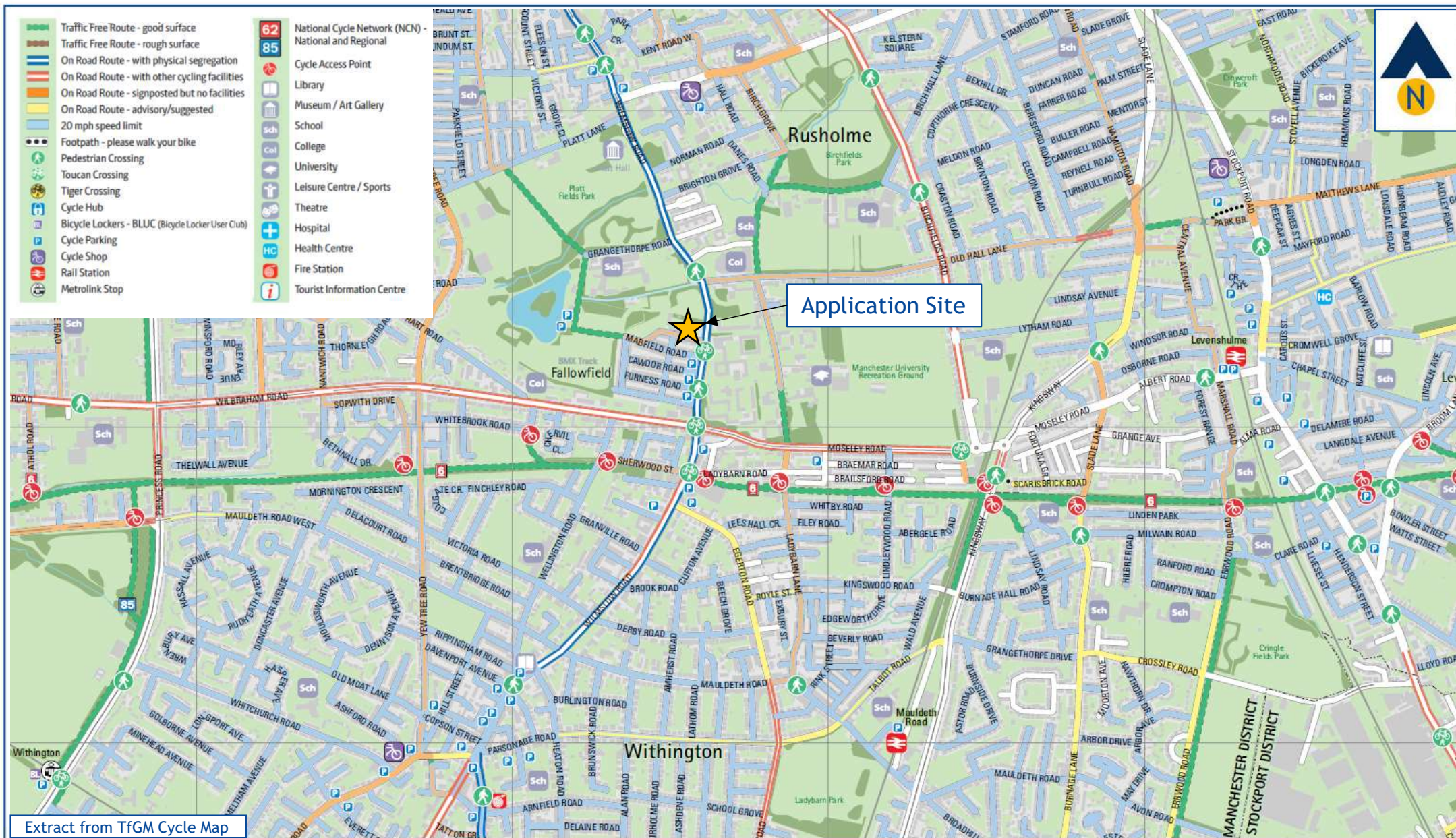


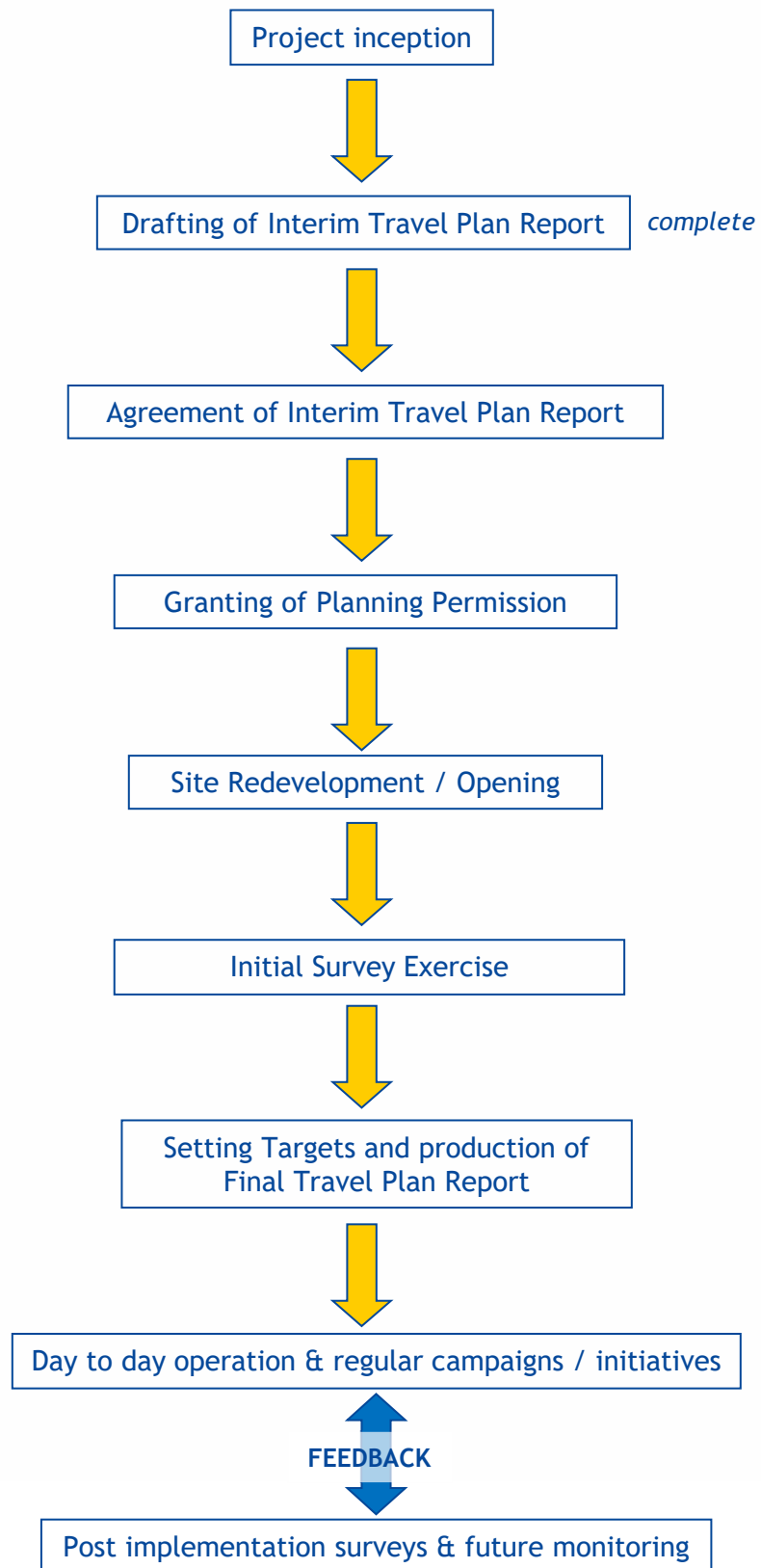
Figure TP6

Available Cycle Facilities in the vicinity of the Application Site

J000168

Langley Road, Manchester

May 2020







ALL WORKS SHOWN OUTSIDE OF THE
RED LINE BOUNDARY ARE FOR
ILLUSTRATION PURPOSES ONLY

NOTES:

1.

DO NOT SCALE FROM THIS DRAWING. ALWAYS WORK TO NOTED DIMENSIONS.

2.

ALL SETTING OUT, LEVELS AND DIMENSIONS TO BE CHECKED ON SITE PRIOR TO THE RETAILING OF MATERIALS AND ANY DISCREPANCIES ARE TO BE BROUGHT TO ATTENTION OF THE CONTRACT ADMINISTRATOR IMMEDIATELY.

3.

THIS DRAWING MUST BE READ WITH THE RELEVANT SPECIFICATION DOCUMENTS AND DETAIL DRAWINGS. ANY DISCREPANCIES MUST BE BROUGHT TO THE ATTENTION OF THE CONTRACT ADMINISTRATOR IMMEDIATELY.

4.

THIS DRAWING IS COPYRIGHT PROTECTED AND MAY NOT BE REPRODUCED IN WHOLE OR PART WITHOUT WRITTEN AUTHORITY.

5.

ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE STATED.

THIS DRAWING WAS PLOTTED ON:

17/12/20

REVISION HISTORY

DATE	REV	ZONE	DESCRIPTION	CHK
07/12/20	5		STEPS ADDED	ST
14/12/20	6		ARCHITECT GF UPDATE	ST
15/12/20	7		SECURE LINE MOVED	ST

GENERAL INFORMATION	
	Planning Boundary
LEVELS	
	Proposed Levels
	Existing Levels
HARDWORKS	
	Surface Type A Subject to future detail
	Surface Type B Subject to future detail
	Surface Type C: Permeable Paving Subject to future detail
	Surface Type D: Asphalt Subject to future detail
	Steps Solid step unit with contrasting inlay nosing Subject to future detail
	Low Retaining Wall Subject to future detail
	Existing Stone Wall & Gate
SOFTWARES	
	Existing Tree
	Proposed Clear Stem Tree Refer to Planting Schedule
	Proposed Multi-stem Tree Refer to Planting Schedule
	Ornamental Planting Refer to Planting Schedule
	Sedum Roof To Cycle Shelter
	Proposed Hedge Planting Refer to Planting Schedule
FURNITURE	
	Feature Seating Subject to future detail
	Handrail Subject to future detail
	Pedestrian Access Gate Subject to future detail
	Vehicular Access Gate Approx. 1.8m high subject to future detail.
	Steel Railing Approx. 1.8m high subject to future detail.
	Cycle Shelter Subject to future detail
	Feature Timber Screen Subject to future detail
LIGHTING	
	Illuminated Bollard Subject to future detail
	Uplighter Subject to future detail

ORIGINATOR	
	W layer studio T 01625 523 157 E manchester or newcastle@layer.studio Cheshire SK9 4JH
MANCHESTER	NEWCASTLE
The Barn One Hollin Lane Styal Cheshire SK9 4JH	The Studio Low Shilford House Stocksfield Northumberland NE43 7HW
CLIENT	
Watkin Jones	
PROJECT	
188 Wilmslow Road Fallowfield	
DRAWING TITLE	
Landscape GA	
DRAWING NUMBER	REV STATUS
204-LYR-XX-ZZ-DWG-L-1001	7 PLANNING
SCALE	CREATED BY
1:200 @ A1	JH
	CHECKED BY
	ST



PROPOSED STUDENT ACCOMMODATION

LANGLEY ROAD, FALLOWFIELD, MANCHESTER

SCHEDULE OF TPC DUTIES / ACTION PLAN

SETTING UP

Task	Implementation Date	Responsible	Comments	Completed?
Appoint TPC		Site Operator		
Provide TPC contact details to SCC Planners		TPC		
Set up Travel Plan working file	3-4 weeks prior to opening	TPC	This will also be very useful when completing annual reports	
Delegate Travel Plan duties (where relevant)	3-4 weeks prior to opening	TPC		
Contact MCC / relevant public transport operators	1-2 weeks prior to opening	TPC	Obtain relevant public transport timetables and maps	

LAUNCH

Task	Implementation Date	Responsible	Comments	Completed?
Circulate the Travel Plan objectives to all residents in the Travel Plan Welcome Pack	Upon opening	TPC		
Prepare Travel Plan Noticeboard	1-2 weeks prior to opening	TPC	Contact MCC Travel Plan Officer for posters and leaflets and search internet	

ON-GOING DUTIES

Task	Implementation Date	Responsible	Comments	Completed?
Liaise with MCC Travel Plan coordinator where appropriate	As required	TPC		
Provide promotional Travel Data and health campaign information on display and keep up-to-date	Review every 3 months	TPC		
Promote and support national and local campaigns	Review annually	TPC	Particularly Walking Month and Bike to Work Week	
Check on-site cycle facilities	Formal review every 3 months	TPC / Building Manager	Contact building management if repairs / improvements required	
Organise and attend Travel Plan focus group	At least every 3 months	TPC	Liaise with other local groups for potential collaboration	
Organise and attend Bicycle User Group	At least every 3 months	TPC	Liaise with other local groups for potential collaboration	

MONITORING

1 MONTHS POST OCCUPATION

Task	Implementation Date	Responsible	Comments	Completed?
Monitor travel patterns	3 months after opening	TPC	Use the budget available for monitoring and updating the Travel Plan	
Submit survey review report to MCC Travel Plan Officer	1 month after survey	TPC		
Undertake Travel Plan Audit and modify where appropriate	1 month after survey	TPC	Use the budget available for monitoring and updating the Travel Plan	
Update Travel Plan Noticeboard to reflect survey results	1 month after survey	TPC		

POST INITIAL SURVEY (ANUALLY FOR INITIAL 5 YEARS)

Task	Implementation Date	Responsible	Comments	Completed?
Monitor travel patterns	Annually	TPC	Use the budget available for monitoring and updating the Travel Plan	
Submit survey review report to MCC Travel Plan Officer	Annually	TPC		
Undertake Travel Plan Audit and modify where appropriate	Annually	TPC	Use the budget available for monitoring and updating the Travel Plan	
Update Travel Plan Noticeboard to reflect progress towards targets and objectives	Annually	TPC		

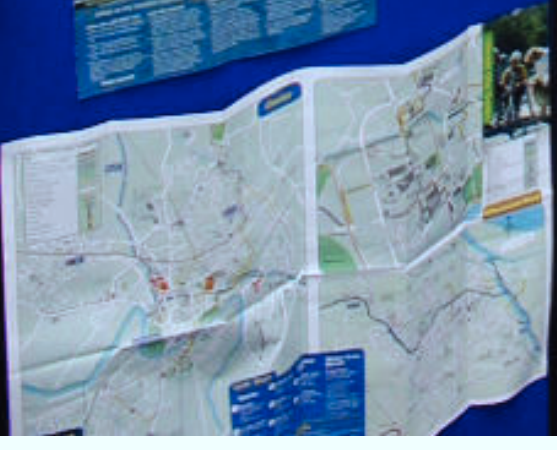


Bike 2 Work

Getting Started

- Take a short test ride to get used to the bike and the controls.
- Check the brakes and lights are working properly.
- Wear your seat belt when riding a bicycle.
- Always wear your seat belt when riding a bicycle.

The National Cycle Network is due for completion by 2006 with over 10,000 miles.



Virtual cycling.



www.bikeforall.net



Partners



Set yourself free. Walk.



Brought to you by

LIVING STREETS
PUTTING PEOPLE FIRST


walkingworks
.org.uk



Mersey Valley walkers



Pointing the way



Sport-City

Ashton Canal Cycleway to Velodrome, Sport-City, Clayton Vale, Piccadilly and Rochdale Canal



Passing Highfield Country Park

The Fallowfield Loop

Part of the Manchester Cycleway



Nature walk



Sandfold Lane lake



Planting fruit trees





**NATIONAL
WALKING
MONTH**

20 TIPS TO ADD 20 MINUTES OF WALKING TO YOUR DAY

WALK THIS MAY

GO FOR A
**LUNCHTIME
WALK**



#TRY20

TAKE A
ONE
OR TWO
MINUTE



**WALKING
BREAK**
EACH HOUR

#TRY20

MAKE
SOMEONE'S DAY
#TRY20



TAKE A
ROMANTIC
PROMENADE

#TRY20



TAKE YOUR
HOUSEHOLD
ON A WALKING
ADVENTURE
#TRY20

TAKE A MINDFUL
MEANDER



#TRY20

GO FOR
A WALK
ON A
RAINY DAY
#TRY20



RATE
YOUR
WALK

10



#TRY20



WALK TO A
GREEN AND
TRANQUIL
SPACE

#TRY20



GET SNAP
HAPPY ON
YOUR
WALK

#TRY20



GO ON A
SCAVENGER
HUNT



#TRY20

TRY A NEW
ROUTE



#TRY20

#TRY20

TAKE THE
LONG
CUT

#TRY20



LET THE
KIDS LEAD
THE WAY

#TRY20

LOOK FOR
RAINBOWS
#TRY20



LET NATURE
GUIDE YOU

#TRY20

WALK
IN YOUR
HAPPY
SHOES

#TRY20



SHARE YOUR
HIGHLIGHTS
#TRY20



WORK OUT
FROM HOME
#TRY20

WALK TO THE
LOCAL SHOPS

#TRY20



AND REMEMBER...



...STAY
2 METRES
APART



...WALK
LOCALLY



...WASH YOUR
HANDS WHEN YOU
GET HOME



Travel Survey

This survey is being undertaken to gain understanding of travel trends to the Langley Road site. This information will be used to inform a Travel Plan. The survey should be completed only once by each resident.

Please be assured that all information will be treated with the utmost confidentiality.

- [illegible]

Thank You