



mode
transport planning

Lau Yuk Ltd

78-80 Tib Street, Manchester

BREEAM Framework Travel Plan

September 2025







modetransport.co.uk



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78-80 Tib Street, Manchester

BREEAM Framework Travel Plan

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1. Introduction

1.1 Preamble

1.1.1 Mode Transport Planning ('Mode') has been appointed by Lau Yuk Ltd (the 'Applicant') to provide travel planning advice in relation to a planning application for a new mixed-use development at 78-80 Tib Street in the Northern Quarter, Manchester City Centre.

1.1.2 This BREEAM-compliant Framework Travel Plan (FTP) has been prepared as part of the planning application documentation.

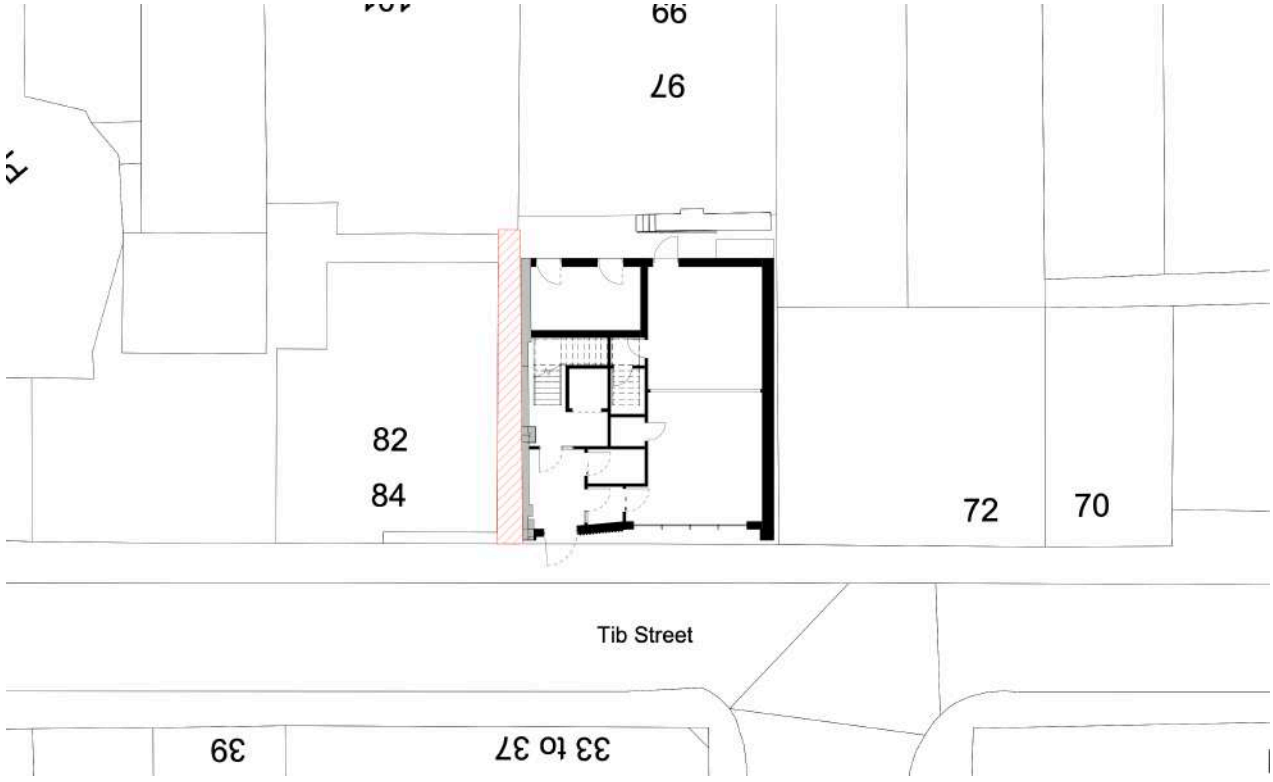
1.1.3 The scope of this TP will mainly cover future employees of the site, but the measures outlined can also be adopted by site users and visitors.

1.2 Development Proposals

1.2.1 The proposed development will comprise of the demolition of the existing 3-storey building at 78-80 Tib Street and the erection of a mixed-use commercial building comprising restaurant and retail uses.

1.2.2 The proposed site plan is show in Figure 1.1.

Figure 1.1 : Proposed Ground Floor Layout Plan (source : Lee Evans Partnership)



1.2.3 Given the site's City Centre location, no on-site car parking will be provided as part of the proposals. 2no. cycle parking spaces will be provided.

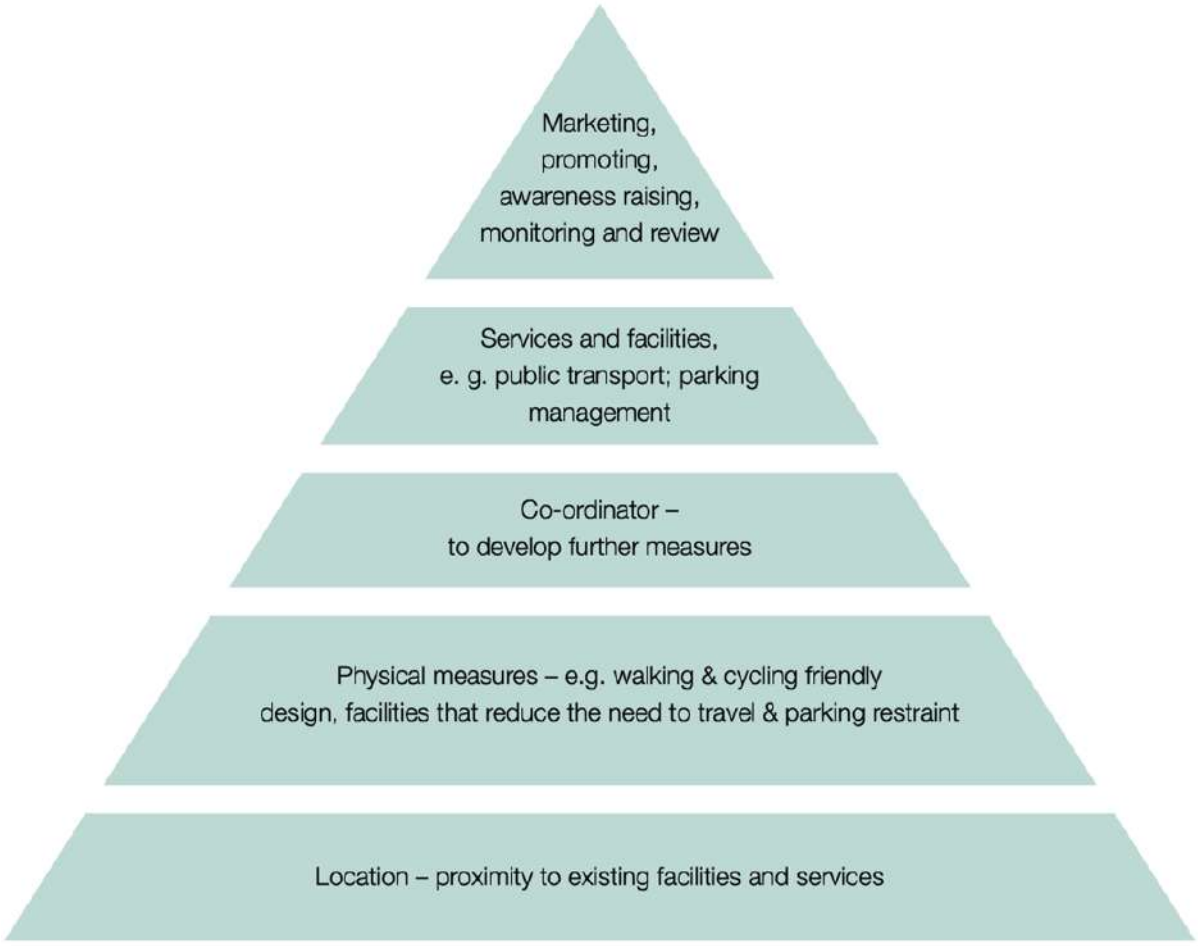
1.3 Overview of the Travel Planning Process

1.3.1 A Travel Plan (TP) is a long-term management strategy for integrating proposals for sustainable travel into the planning process. The TP provides a strategy for managing travel demand and involves a dynamic process of implementation, monitoring and review to ensure that it is sustainable over the long-term.

1.3.2 The underlying aim of any TP is to minimise the number of single occupancy private car trips generated by a development, by encouraging a shift to more sustainable modes of transport, and as a result mitigating the impact of travel.

1.3.3 A successful TP can be established by the Travel Plan Pyramid shown in Figure 1.1.

Figure 1.2 : Travel Plan Pyramid (Source: Department for Transport)



1.3.4 This FTP forms the starting point in providing the following:

- Details of the provision for cyclists, pedestrians, and public transport users;
- An example toolkit of sustainable travel measures;
- Potential milestone targets that could be developed for on-going implementation; and

- A strategy for ongoing monitoring and review would be developed and this would include the appointment of a designated Travel Plan Co-ordinator (TPC) who would take on specific responsibility for progressing and reviewing the uptake of measures.

1.3.5 The key objectives of the TP will be taken forward by a TPC who will seek to:

- Reduce the need to travel by car to and from the site;
- Promote the health and cost benefits of cycling, walking and using public transport;
- Promote the cost benefits of car sharing;
- Provide clear information to staff on sustainable modes of travel to and from the site; and
- Provide information to staff on the alternative sustainable modes of travel.

2. Existing Conditions

2.1 Existing Site and Site Location

2.1.1 The site is located on Tib Street in the Northern Quarter area of Manchester City Centre, c.500m southwest of Ancoats. The strategic site location is shown in Figure 2.1.

Figure 2.1 : Strategic Site Location



2.1.2 78-80 Tib Street currently comprises a vacant three-story building with recessed shopfronts. It is located within an established area known as the Northern Quarter, which provides a wide range of commercial uses.

2.2 Local Highway Network

2.2.1 The development site is bound by Tib Street to the west, and commercial properties to the north, east and south.

2.2.2 Figure 2.2 shows the location of the development site in the context of the local highway network.

Figure 2.2 : Local Highway Network



Tib Street

2.2.3 The development site is located to the east of Tib Street, which runs in a broadly northwest-to-southeast alignment between the A655 (Ring Road) to the north and Market Street to the south.

2.2.4 Tib Street currently provides access to a range of commercial properties along its length, including shops, cafes, bars and restaurants. Adjacent to the site, Tib Street exists as a two-way single carriageway.

2.2.5 To the east of the carriageway, where the site is located, two c.14m long loading bays (08:00 until 20:00) are available, as well as 5no. standard on-street parking bays and 2no. disabled bays. To the west, Traffic Regulation Orders (TROs) are in place, in the form of double yellow lines, to prevent waiting at all times.

2.2.6 The existing conditions along Tib Street are summarised in Table 2.1.

Table 2.1 : Tib Street – Existing Conditions

Road Classification	Unclassified	Footway Width	c.1.5 - 2.0m
Road Type	Two-way single carriageway	Pedestrian Facilities	Footways on both sides of carriageway
Speed Limit	20 mph	Cycle Facilities	No
Carriageway Width	c.5.3m	Public Transport Provision	No
Adoption Status	Adopted	Streetlighting	Yes

2.3 Disabled Accessibility

2.3.1 A review of the local highway network in the context of disabled users has been undertaken for pedestrian infrastructure and suitability of routes to public transport connections in the vicinity of the site.

2.3.2 Given the site's City Centre location, continuous footways / pedestrian routes are available in the vicinity of the site towards local amenities and public transport connections. Dropped kerbs are available at junctions to aid safe access for all.

2.3.3 Heading north across the A665, Toucan crossings are available to aid safe pedestrian and cyclist movements across the carriageway, which are connected via footways on either side. Each crossing features tactile paving and dropped kerbs. From this junction, the local highway network features a network of footways, all of which are evenly surfaced.

2.4 Modal Split

2.4.1 To provide an accurate representation of the forecast modal split anticipated at the proposed development, the journey to work data for the population working in the site area has been reviewed.

2.4.2 The modal split from the 2011 Census for the 'Manchester 054' Middle Super Output Area (MSOA), where the site is located, has been examined and is summarised in Table 2.2.

Table 2.2 : Census Travel to Work Data – Modal Split ('Manchester 054')

Mode of Travel	Percentage
Driving a car or van	34%
Bus, minibus or coach	25%
Train	16%
On foot	12%
Underground, metro, light rail or tram	6%
Passenger in a car or van	4%
Bicycle	3%
Total	100%

2.4.3 Table 2.2 indicates that currently 38% of people who work in 'Manchester 054' travel to work by car or van, of which 34% are drivers and 4% are passengers. The Census data also shows that 62% of people travel to work using sustainable modes, including 25% by bus, 16% by train, 12% on foot, 6% by tram and 3% by cycling.

3. Sustainable Accessibility and Active Travel

3.1 Introduction

3.1.1 Current Government policy and guidance places significant emphasis on the promotion of sustainable transport modes for all new developments. This forms part of a long-term strategy to reduce the reliance on private car trips.

3.1.2 This chapter considers accessibility via sustainable modes of transport to the proposed development site, including access by public transport, cycle and on foot.

3.2 Pedestrian Accessibility

3.2.1 Guideline walking distances provided in the Chartered Institution of Highways and Transportation (CIHT) document 'Guidelines for Providing for Journeys on Foot (2000)', are shown in Table 3.1.

Table 3.1 : CIHT Acceptable Walking Distances

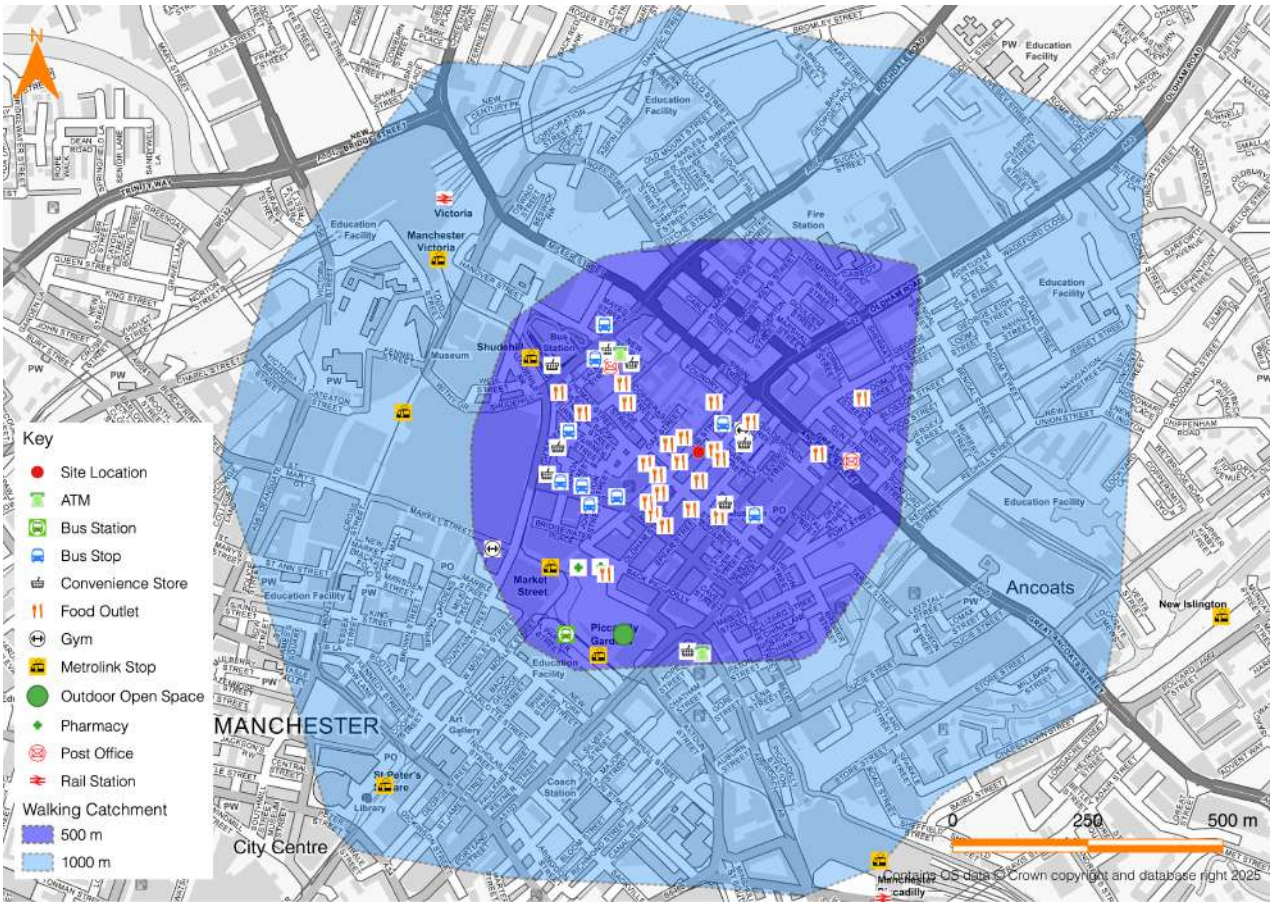
Criteria	Town Centre	Commuting	Elsewhere
Desirable	200m	500m	400m
Acceptable	400m	1,000m	800m
Preferred Maximum	800m	2,000m	1,200m

3.2.2 The CIHT guidelines shown in Table 3.1 suggest that for commuting purposes up to 500m is a desirable walking distance, up to 1,000m is considered an acceptable walking distance and 2,000m is the preferred maximum walking distance.

3.2.3 Appropriate walking distances are dependent upon the location of the specific development; more remote locations will see people being prepared to walk further to their end destination. Similarly, appropriate walking distances are also dependent upon the standard of existing pedestrian infrastructure provision, with further walking distances achievable in locations with extensive and high-quality pedestrian footways, crossings and pedestrianised areas.

3.2.4 Figure 4.1 presents the local amenities and 500m, 1,000m and 2,000m walking catchments from the site, as specified in CIHT guidance for commuting purposes.

Figure 3.1 : Walking Catchment Area with Local Amenities



3.2.5 As shown in Figure 3.1, the site is located within the Northern Quarter area to the northeast of Manchester City Centre,

3.2.6 Table 3.2 provides an indication of the distances and approximate walking times to local bus stops and local amenities. The distances have been measured from the centre of the site and the times are based on an average walking speed of 1.4 metres per second and do not allow for waiting time to cross junctions.

Table 3.2 : Local Amenities – Distances and Walking Times

Amenity	Distance	Average Walking Time
Ad Maiora Sandwich Shop*	10m	<1 minute
Sainsbury's Local	90m	1 minute
Southbound Bus Stop on Oldham Street	90m	1 minute
Northbound Bus Stop on Lever Street	230m	3 minutes
SPAR Free ATM*	280m	3 minutes
Market Street Metrolink Stop	350m	4 minutes
Great Ancoats Street Post Office*	400m	5 minutes
Boots Pharmacy*	400m	5 minutes
Piccadilly Gardens*	400m	5 minutes
Pure Gym Manchester Market Street*	450m	5 minutes
Piccadilly Bus Station	500m	6 minutes
Manchester Victoria Rail Station	1.0km	12 minutes
		**BREEAM-compliant amenities within 500m*

3.2.7 Table 3.2 shows that several bus stops are available within a short walk of the site, including the closest bus stops to the site on Oldham Street and Lever Street within c.90m (1-minute walk) and c.230m (3-minute walk) respectively.

3.2.8 Additional bus services are also accessible from Piccadilly Gardens Bus Station, located c.500m (6-minute walk) southwest of the site.

3.2.9 Further public transport connections are also accessible within a short walking distance from the site. The Market Street Metrolink stop is accessible within c.350m (4-minute walk), and Manchester Victoria Rail Station is also accessible within c.1.0km (10-minute walk) to the west of the site.

3.2.10 Due to the site's City Centre location, specifically in the Northern Quarter area, a range of amenities are accessible within a short walking of the site; this includes a range of amenities along Tib Street. The Northern Quarter area offers a wide range of food outlets, cafes, shops, bars and convenience stores, which could be used by future employees at the site.

3.2.11 As shown in Table 3.2, several BREEAM-complaint amenities are accessible within a 500m walking catchment of the site. This includes the Ad Majora sandwich shop (appropriate food outlet) within c.10m (1-minute walk) on Tib Street, a free ATM at SPAR (access to cash) within c.280m (3-minute walk) and the Great Ancoats Street Post Office (publicly available postal facility) within c.400m (5-minute walk). The safe pedestrian routes to these amenities are shown in Figure 3.2.

3.2.12 The site has at least 3no. BREEAM-compliant amenities within 500m and therefore achieves **1 BREEAM Credit**.

Figure 3.2 : Pedestrian Route to BREEAM-Compliant Amenities (image source : Google)



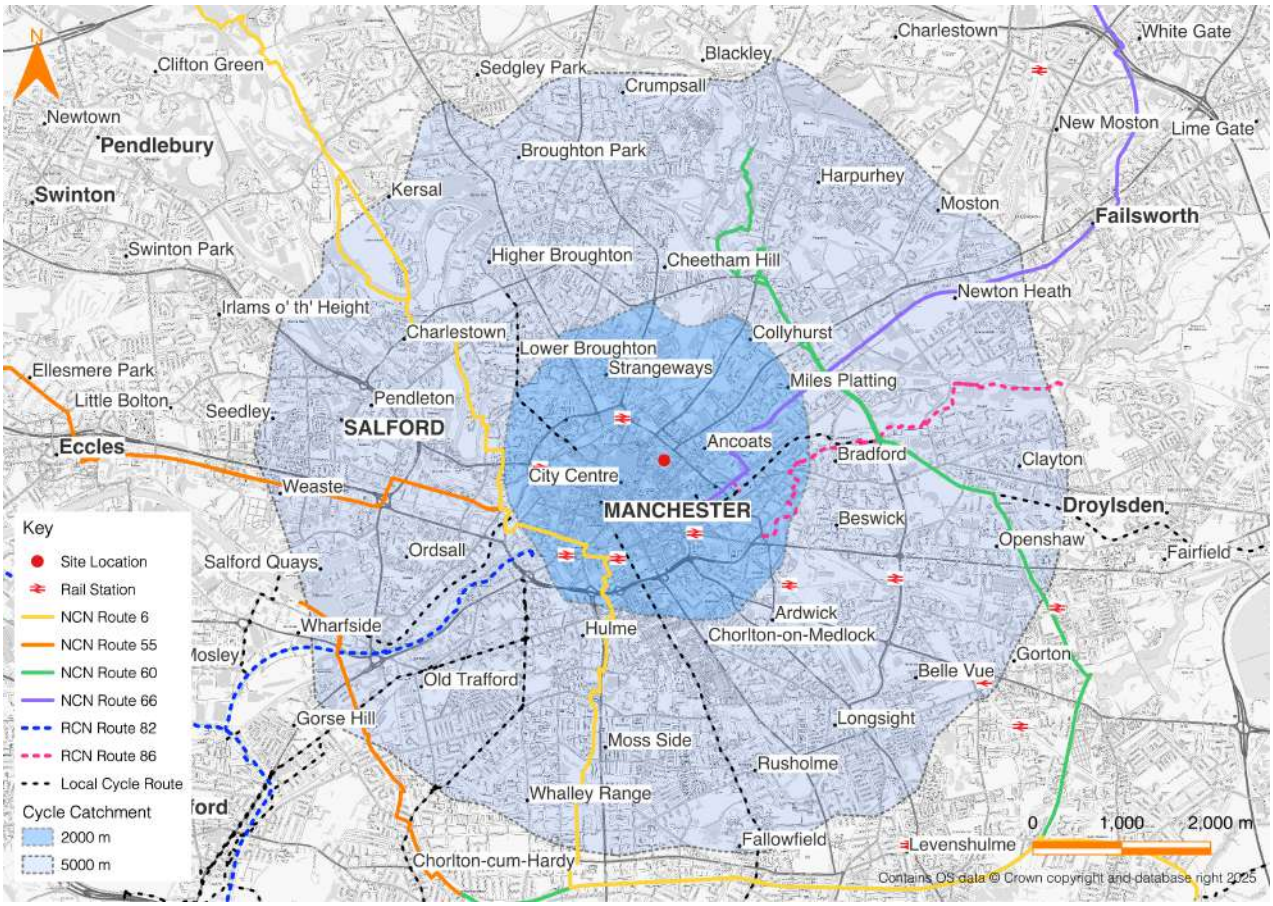
3.3 Cycle Accessibility

3.3.1 As with pedestrian accessibility, the level of a site's cycle accessibility depends upon a combination of the distance from local amenities and the standard of existing cycle infrastructure. It should, however, be noted that that cycle infrastructure can include facilities shared with vehicles and pedestrians as well as dedicated cycle infrastructure.

3.3.2 In respect of acceptable cycle distances, 'Local Transport Note 1/20: Cycle Infrastructure Design', published by the Department for Transport (DfT), states that *'two out of every three personal trips are less than five miles in length - which is an achievable distance to cycle for most people'.*

3.3.3 Figure 3.2 indicates the cycling catchment area around the proposed development site for 2km and 5km.

Figure 3.3 : Cycle Catchment Plan



3.3.4 As shown in Figure 3.2, the site is located within a 2km catchment of Manchester City Centre, as well as Ancoats, Strangeways and Miles Platting. A 5km cycle catchment provides access to various suburbs surrounding the City Centre, as well as the centre of Salford.

3.3.5 The site benefits from access to a range of routes on both the National Cycle Network (NCN) and Regional Cycle Network (RCN) within the cycle catchment. This includes NCN Route 66 which, locally, provides access between Ancoats and Failsworth, as well as NCN Route 6, which locally runs between Bury and Fallowfield.

3.3.6 There is also a network of local cycle routes and infrastructure in the vicinity of the site, as shown in Figure 3.3.

3.3.7 As shown in Figure 3.3, 20 mph speed limits are in place in the vicinity of the site, which provides a safer cycling environment. There are also several cycle parking locations in the vicinity of the site that could be used by future employees or site users.

3.3.8 On-road cycle routes are also available on the A665 (Great Ancoats Street) / A62 (Oldham Road), which also provide a number of signalised Toucan crossings for both cyclists and pedestrians.

3.3.9 There are also a number of cycle parking locations in the vicinity of the site which could be used by future employees or visitors, in addition to the 2no. cycle parking spaces proposed on site.

Figure 3.4 : Local Cycle Map – Manchester (source : TfGM)



3.4 Public Transport Services

Local Bus Services

3.4.1 As described previously, the closest bus stops to the site are located on Oldham Street and Lever Street within c.90m (1-minute walk) and c.230m (3-minute walk) respectively.

3.4.2 Table 3.3 provides a summary of routes and frequencies of local public bus services accessible from this bus stops.

3.4.3 Full bus timetables are available at: https://tfgm.com/plan-a-journey/schedules/bus-timetables

Table 3.3 : Local Bus Services – Oldham Street and Lever Street

Service No.	Route	Approx. Two-Way Frequency (buses / hour)				
		AM	Off-Peak	PM	Sat	Sun
76 / 76A / 76B	Oldham - Limeside - Failsworth - Manchester	6	5	4	5	2
83	Oldham - Hollinwood - Newton Heath - Manchester	6	6	6	6	3
84	Uppermill - Lees - Oldham - Hollinwood - Manchester	6	6	6	6	4
114	Alkrington - Moston - Monsall - Manchester	3	3	1	2	1
181 / 182	Shaw - Heyside - Chadderton - Manchester	2	2	2	2	1
216	Ashton - Droylsden - Clayton - Manchester	6	5	5	5	4
230 / 231	Ashton - Droylsden - Clayton - Manchester	4	4	4	4	2

3.4.4 As shown in Table 3.3, a range of regular bus services are available throughout the week and on weekends from the local highway network. They provide services primarily to and from the east of Manchester City Centre, including Oldham, Failsworth, Uppermill and Shaw.

3.4.5 Additional bus services are also accessible from Piccadilly Gardens Bus Station, located c.500m (6-minute walk) southwest of the site. From here, a wide range of services are available across Greater Manchester, including towards Reddish, Trafford, Leigh, Bolton, Rusholme and Manchester Airport.

Rail Services

3.4.6 The closest rail station to the site is Manchester Victoria Station, accessible within c.1.0km (12-minute walk) to the west of the site.

3.4.7 Manchester Victoria Station provides strep-free access to all platforms, as well as 38no. cycle parking spaces on Platform 3.

3.4.8 The station provides a wide range of both local and regional rail services, including towards Leeds, Blackpool, Blackburn, Rochdale, Newcastle and Liverpool. These services also provide access to a wide range of local stations along these routes.

Metrolink Services

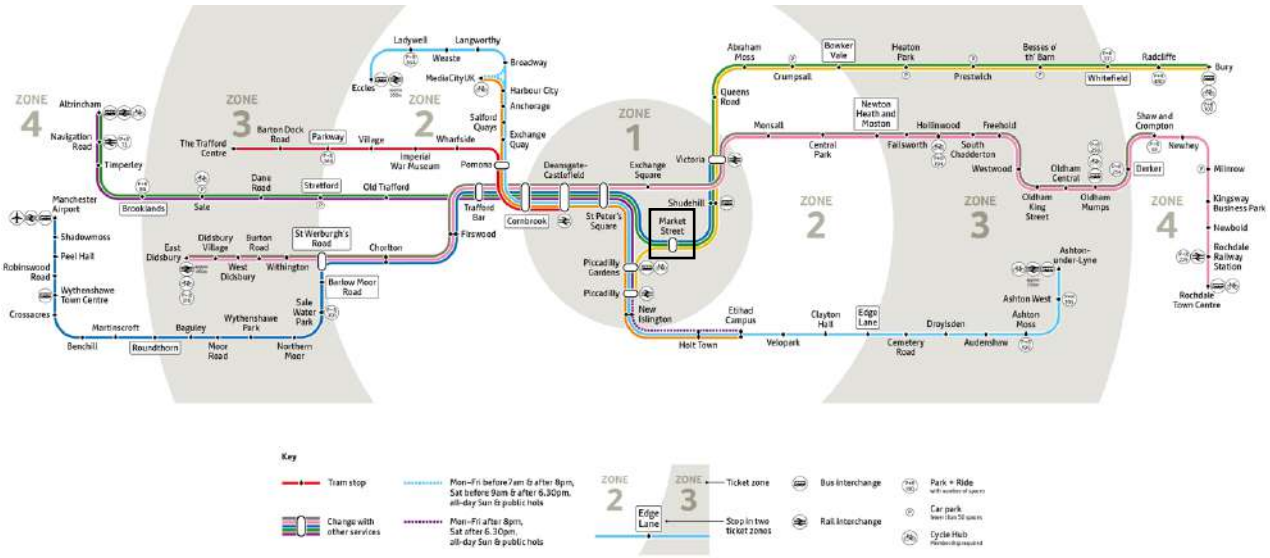
3.4.9 The nearest Metrolink Stop to the site is the Market Street Metrolink stop, accessible within c.350m (4-minute walk).

3.4.10 The regular Metrolink services which operate here are:

- Navy Line (Victoria – Manchester Airport);
- Green Line (Bury – Altrincham); and
- Yellow Line (Bury – Piccadilly).

3.4.11 Figure 3.5 presents the TfGM Metrolink network, with the Market Street stop highlighted.

Figure 3.5 : Metrolink Tram Network (source: TfGM)



3.4.12 The trams services available operate on a 12-minute frequency throughout the day. All tram stops have step-free access to all platforms, help points and security camera coverage.

3.5 BREEAM Accessibility Index

3.5.1 The BREEAM Accessibility Index (AI) calculator tool (v6.1) has been utilised to demonstrate the 'AI' of the site.

3.5.2 Compliant nodes include any bus service with a stop within 650m and any railway / tram station within 1000m of the assessed building's main entrance, measured via a safe pedestrian route.

3.5.3 The bus stops on Oldham Street and Lever Street have therefore been identified. As shown in Figure 3.6, they can be accessed via dedicated pedestrian routes from the development site.

Figure 3.6 : BREEAM Compliant Transport Nodes & Safe Pedestrian Routes (image source : Google)



3.5.4 The 'AI' calculator tool provides local bus services on Oldham Street and Lever Street with an 'AI' of 19.97. The 'AI' calculations are attached in Appendix A.

3.5.5 The site therefore achieves an AI score in excessive of 8 and therefore achieves **1 BREEAM Credit**.

4. Overarching Aim, Objectives and Benefits

4.1 Overarching Aim

4.1.1 The overarching aim of this FTP is to put in the place the management tools deemed necessary to enable employees and site users to make informed decisions about how they travel to the site, which at the same time minimises the adverse impacts of travel on the environment. This aim is achieved by setting out a strategy for eliminating barriers that keep individuals from making use of sustainable modes.

4.1.2 Improving transport choices available to people, rather than focusing on providing for the private car, will lead to a more equitable and sustainable development. It will also provide travel options for all the site users, regardless of whether they own a car or not.

4.2 Objectives

4.2.1 The transport principles for the site reflect sustainable objectives which can be summarised under the following headings:

- Promoting sustainable transport choices for employees and site users travelling to and from the site;
- Promoting accessibility to the site by walking, cycling, public transport and car sharing; and
- Increasing the awareness of the environmental and social benefits of using alternative modes of transport.

4.2.2 It is intended that the objectives of this FTP will be outlined within a future Full TP and met by identifying and implementing initiatives that provide future employees and site users a variety of travel choices and, in doing so, reduce the need to travel by private car.

4.3 Travel Plan Benefits

4.3.1 The overall TP strategy will include physical measures designed to enhance the sustainable transport linkages at the site, travel awareness initiatives and other measures to assist in the achievement of the objectives of the TP.

4.3.2 The proposed monitoring strategy that will be adopted for the site to determine how the TP is performing against these objectives is set out later in this report.

4.3.3 The TP will incur different benefits, to different groups / individuals:

Employee Benefits

- Health benefits associated with walking and cycling, including reduced levels of stress;

- The opportunity to save money using alternative modes of travel to the car; and
- Improved quality and reliability of journeys to and from work / home.

Operator Benefits

- An improved compliance with the planning context;
- A demonstration of any environmental credentials;
- An incentive to recruiting and retaining employees; and
- A healthier and more productive work force.

Social Benefits - Wider Community Benefits

- On-going reductions in vehicular generated traffic on the local highway network;
- Increasing patronage on existing public transport modes;
- Health benefits associated with walking and cycling;
- A contribution to reduced traffic, congestion, air pollution and accidents; and
- Improving accessibility and travel choice for reaching local facilities.

Environmental Benefits

4.3.4 Data from the Department for Business, Energy and Industrial Strategy shows that domestic transport is the greatest-emitting sector in the UK (27% in 2019). The main source is the use of petrol and diesel, particularly for passenger cars. How people travel will therefore play a large role in the UKs, and Greater Manchester's, journey to net zero.

4.3.5 A Clean Air Plan is being developed by the 10no. Greater Manchester local authorities to tackle air pollution. Several measures have been proposed, including the provision of a Clean Air Zone (CAZ) to charge non-compliant vehicles. At the time of writing, the scheme has not been finalised.

4.3.6 In 2021, TfGM published the 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.

4.3.7 The 2040 Vision for Transport is aiming for 90% of morning peak trips into the City Centre to be made by sustainable modes by 2040. The travel planning process can support this aim by encouraging active and sustainable travel behaviour.

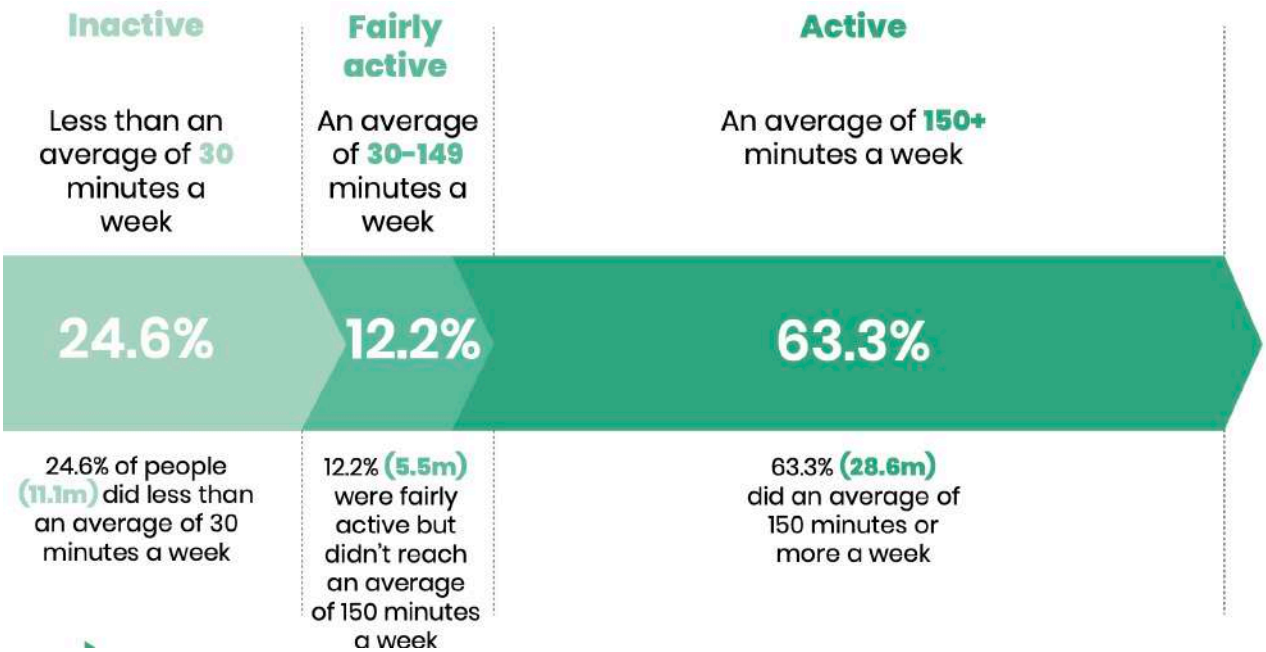
4.3.8 Therefore, encouraging people to make sustainable choices in the way they travel will considerably reduce the impact that a development has on the environment.

Health Benefits

4.3.9 A reduction in car use will contribute to improved air quality, which in turn will propose health benefits. There are also numerous direct health benefits associated with active travel (walking and cycling).

4.3.10 The NHS advise that adults undertake at least 150 minutes of moderate intensity activity a week, or 75 minutes of intense activity. Figure 4.1 shows that whilst most adults meet this recommendation, a large amount do not. Active travel therefore presents an easy and convenient way to incorporate more activity in the adult daily life.

Figure 4.1 : Activity Levels Amongst Adults (source : Active Lives Adult Survey Nov 2018/19)

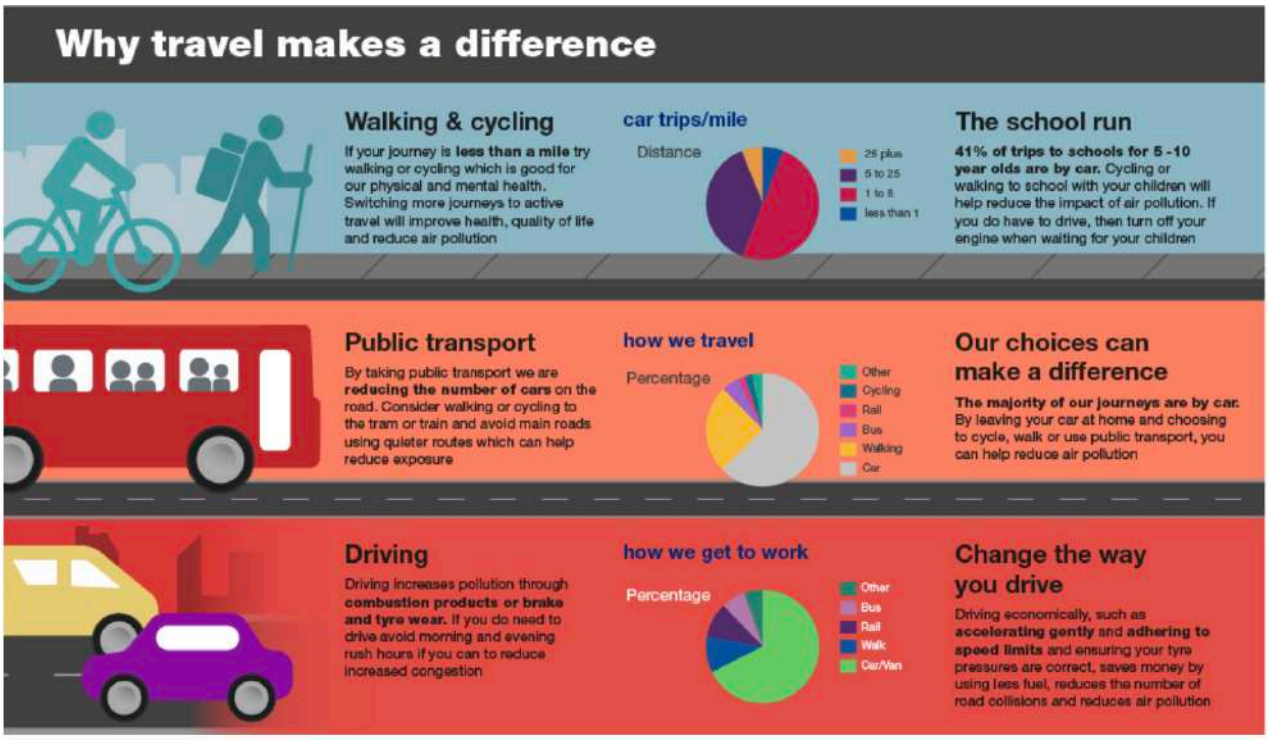


4.3.11 Public Health England published an edition of 'Health Matters' in 2018 with a focus on air pollution, noting that poor air quality is the largest environmental health risk in the UK; it showed that road transport contributes 33.6% and 12.4% of all nitrogen dioxide and particulate matter emissions respectively. Their effects include the exacerbation of asthma, coughing and wheezing in the short-term, and lung cancer, respiratory conditions and strokes in the long term, amongst many others.

4.3.12 Moderate activity, including walking and cycling can prevent / reduce the risk of various health problems; including, but not limited to, cancer, obesity, diabetes, strokes, mental health issues and high blood pressure. Further impacts of different travel modes on public health are shown in Figure 4.2.

4.3.13 The implementation of TPs therefore has a large scope to improve the health of those who they target.

Figure 4.2 : Impact of Travel Behaviour on Public Health (source : Public Health England)



Financial Benefits

4.3.14 Financial gains are also to made through increased active travel (physical inactivity was thought to have cost the NHS £455 million in 2013-14), as well as public transport, that may present itself as a more affordable alternative to car ownership or regular car use.

4.3.15 Individuals can save money by choosing the most appropriate sustainable mode of travel to themselves, instead of using a private car. Such transitions and choices are made easier by the provision of an effective TP.

5. Targets

5.1 Purpose of Target Setting

5.1.1 Targets are the measurable goals by which progress will be assessed. The FTP sets out mode share targets that the occupier will seek to achieve via liaising with Manchester City Council (MCC). These mode share targets are SMART; that is Specific, Measurable, Achievable, Realistic and Time related.

5.2 Mode Share Targets

5.2.1 Individual modal share targets are outlined in Table 5.1. Due to the limited control over modes of travel adopted by site users, targets are not set specifically for these individuals. However, measures outlined in this TP may also benefit site users, as well as employees.

Table 5.1 : Provisional Mode Share Targets

Mode of Travel	Mode Share Targets by Timescales					
	Baseline	Year 1	Year 2	Year 3	Year 4	Year 5
Single Occupancy Vehicle (SOV)	34%	32%	30%	28%	26%	24%
Sustainable Travel Modes	66%	68%	70%	72%	74%	76%

5.2.2 The targets outlined in Table 5.1 aim to achieve a 10% mode shift from SOV trips to sustainable travel modes (and corresponding 10% uplift in sustainable modes). The actual baseline mode share will be confirmed as part of initial baseline Employee Travel Survey. At this stage, these are interim percentages based upon the multimodal trip calculations from Census 2011 data. The mode share targets are subject to change on this basis.

5.2.3 It is recognised that it is not possible to set accurate targets far into the future, even when based on actual mode share data. Given this, it should be acknowledged that the targets for individual occupiers may change over time as the results of ongoing monitoring become available.

5.2.4 All data collected will be in accordance with local authority standards, to ensure the TP is being accurately monitored and that targets are being met as per the ambitions of this FTP.

6. Travel Plan Strategy

6.1 Overview

6.1.1 A Travel Plan Co-ordinator (TPC) will be appointed upon occupation. The TPC will be responsible for overseeing the management, development, implementation, monitoring and review of the TP on behalf of the occupier. The TPC positions will be in place for a minimum of 5-years.

6.2 Travel Plan Co-ordinator

6.2.1 The TPC will be a part-time role and will likely to be part of a day-to-day admin role at the care home. Their responsibilities will include:

- Acting as a point of contact for all employees and site users regarding travel to and from the site;
- Managing the development and implementation of the TP measures on behalf of the occupiers;
- Promoting the objectives and benefits of the TP;
- Monitoring the success of the targets outlined within this TP; and
- Reporting the results of the monitoring to Officers at MCC as necessary.

6.2.2 A TPC will be appointed upon occupation. Their details will be passed to MCC once they are available.

6.3 Marketing

6.3.1 Employees will be made aware of the existence of the TP upon commencement of their employment. The following methods could be used as a means of disseminating information to employees as well as promoting events / campaigns / promotions:

- Employee notice boards;
- Employee newsletters (where possible);
- Employee Travel Pack; and/or
- E-groups and forums.

6.4 Funding

6.4.1 The TP will be funded by the occupier who will cover the cost of the TPC role, all the measures, as well as the cost of the monitoring and reporting.

7. Travel Plan Measures

7.1 Overview

7.1.1 This section of the report will outline the specific physical and management measures which should be undertaken as part of the TP.

7.2 Promotion and Marketing

7.2.1 Employees will be made aware of the existence of the TP upon commencement of their employment and will have access to travel planning information during their employment.

7.2.2 The following methods will be used as a means of disseminating information to employees as well as promoting events / campaigns / promotions:

- The TP will be presented and promoted to staff members as an opportunity and possibly a challenge rather than as a chore;
- Employee newsletters (where possible);
- E-groups and forums; and
- Other means of promoting the TP will also be investigated, which might take the form of staff newsletter or mailings.

7.2.3 It will be the responsibility of the TPC to disseminate up-to-date information.

7.3 Travel Pack

7.3.1 All staff members employed at the site will be provided with a Travel Pack upon starting employment at the site. This pack will inform staff of the information that they need to make an informed choice with regards to their travel options.

7.3.2 The Travel Pack will inform staff of the TP and would contain some or all of the following information:

- A Travel Survey to be completed within 2 week of commencing their employment;
- Location of nearest bus stops and train station(s);
- Up to date local bus timetables;
- Maps showing safe walking routes to the nearest key facilities including bus stops and train stations;
- Maps showing safe cycling routes to the site;
- Promotional material highlighting the health and financial benefits of walking and cycling;

- Promotion events, where applicable;
- Details of trip planning apps;
- Details of the community website for the proposed development;
- Details of national websites such as https://www.enterprise.co.uk/en/home.html;
- Details of car share services such as https://liftshare.com/uk;
- Details of websites such as https://www.routeyou.com/en-gb/route/planner/2/walking-route-planner which provides a free online walking journey planner;
- Details of journey planning websites such as https://www.traveline.info/; and
- Details of websites and apps where you can get the next departures from any bus stop sent to your mobile phone.

7.3.3 Incentives to staff members to travel by sustainable modes of transport could also be implemented to encourage a shift from single occupancy car travel to sustainable modes of travel.

7.4 Travel Database

7.4.1 The TPC will produce and maintain a travel database of the travel characteristics of the staff. The TPC will obtain travel data by asking staff to complete a Travel Survey annually during the 5-year period.

7.4.2 The survey would request details of the following (this is not an exhaustive list):

- Normal working hours;
- Mode of travel to work;
- Car ownership;
- Reasons for driving;
- Reasons for not using public transport and other modes;
- Measures that would encourage car sharing, use of public transport or other non-car modes of travel to work;
- Estimates of public transport journey times and cost; and
- Staff profile, including age, gender etc.

7.4.3 All data collected in connection with the TP will be subject to the provisions of the Data Protection Act. In the interests of confidentiality, the TPC alone will hold the database and be responsible for the release of information.

7.4.4 The Travel Survey should be undertaken within 3 months of first occupation. The Travel Survey results also provide a valuable 'baseline' against which the success of the TP in reducing car journey and increasing journey by walking, cycling and public transport will be measured.

7.4.5 Any staff members beginning their employment after the development has opened will be required to complete their first Travel Survey within the first 2 weeks of their employment.

7.4.6 A sample Travel Survey that may be used as a starting point by the TPC is attached in Appendix B.

7.5 Encouraging Walking

7.5.1 In order to encourage walking at the site, the TPC will ensure that staff have received information and advice concerning safe pedestrian routes to and from the site. Staff will also be encouraged to walk by promoting the benefits which include health, reduction in stress, cost and environmental friendliness.

7.5.2 The following websites can be accessed to plan safe walking routes:

- https://www.google.co.uk/maps
- https://www.livingstreets.org.uk/
- https://www.routeyou.com/
- https://beeactive.tfgm.com/walking/

7.6 Encouraging Cycling

7.6.1 In terms of proposed operational measures, the TPC role will include the promotion of cycling to staff. This may be through the provision of details on local cycle routes/ facilities accessible from the development and other relevant information such as bicycle purchase/repair.

7.6.2 Further information regarding the benefits of regular exercise, cycling events within the local area and cycle clubs will also be promoted through similar measures.

7.6.3 Other national campaigns will be promoted by the development including 'The Bike Week' where staff can register (https://www.cyclinguk.org/bikeweek) to take part in The Bike Week Challenge.

7.6.4 A Cycle to Work Scheme will also be explored to encourage and incentivise cycling to the site amongst employees; examples include https://www.cyclescheme.co.uk/.

7.6.5 The following websites can be used to find information on local cycle routes, groups and further information of cycling around Manchester:

- https://www.manchester.gov.uk/info/500356/active_travel/6850/cycling

- https://www.manchester.gov.uk/info/500356/active_travel/6850/cycling/2
- https://beeactive.tfgm.com/cycling/
- https://beeactive.tfgm.com/cycling/cycling-for-beginners-start-riding/

7.7 Promoting Public Transport

7.7.1 The promotion of walking and cycling will encourage many staff members to adopt these modes, but for those travelling further from the proposed development site, public transport provides a more suitable alternative to the private car. A lack of awareness of the facilities available is often cited as a reason for not using public transport facilities.

7.7.2 The TPC will therefore also ensure that up-to-date public transport frequency information is available to staff members to maximise the potential use of this mode.

7.7.3 TfGM has deployed the Bee Network across Greater Manchester, with the aim of creating a more integrated public transport and active travel network. The following websites can be used to view information about the Bee Network, including live departures, ticketing information and travel alerts, as well as a journey planner:

- https://tfgm.com/ - information
- https://tfgm.com/tickets-and-passes/ways-to-pay/bee-network-mobile-app - download the app

7.7.4 The following websites can be used to access timetables and ticketing information regarding local services in the vicinity of the site and across Manchester City Centre:

Local Buses

- https://tfgm.com/public-transport/bus
- https://www.gonorthwest.co.uk/
- https://www.stagecoachbus.com/

Rail

- https://www.thetrainline.com/
- https://www.traveline.info/

Metrolink

- https://tfgm.com/public-transport/tram
- https://tfgm.com/public-transport/tram/tram-schedule

- https://tfgm.com/live-updates

7.8 Promoting Car Sharing and Car Hire

7.8.1 Car sharing represents a convenient and alternative form of travel with significant potential to reduce the total private car mileage and car parking demand.

7.8.2 The principal benefits associated with the introduction of a car sharing scheme are considerable and include:

- Reduced travel costs – drivers and passengers can split the costs of travel;
- Improved access – to areas which aren't accessible through public transport;
- Meet new people – sharing a car is a great way to meet colleagues, friends and neighbours;
- Reduced congestion – by sharing cars you can do your bit to help reduce congestion in the area;
- Reduced pollution – cutting congestion will also help to reduce pollution; and
- Reduced Carbon Dioxide emissions – which in turn will help to reduce the development of global warming.

7.8.3 Staff will be provided with details of publicly accessible databases and websites that provide the opportunity for people to car share in the wider area. These may include:

- https://liftshare.com/uk/search/from/manchester-united-kingdom
- https://www.blablacar.co.uk/ride-sharing/manchester

7.9 Car Alternatives

7.9.1 It is understood that sometimes access by car is necessary. Staff will also be provided the details of local minicab/ taxi firms, popular services and facilities they require as necessary.

7.10 Liaising with Stakeholders

7.10.1 It will be necessary for the TPC to liaise with local planning authorities and local public transport operators on a regular basis to obtain information and share ideas, review the existing TP, to monitor the effectiveness and to agree new measures required to meet the TP aims, objective and targets.

7.10.2 The TPC will seek to negotiate with local transport operators to receive a discounted travel card for employees traveling to work via public transport.

7.10.3 As part of the TPC role, they would need to liaise with other interested parties which can include sharing ideas with other adjacent businesses or developments, working with a transport authority to obtain/ development information to pass on to users and liaising with other groups such as cycle user groups.

8. Monitoring and Review

8.1 Overview

8.1.1 Monitoring of the TP has the following key roles led by the TPC:

- To provide feedback to allow the TP to be developed; and
- To measure the level of success in meeting identified targets of this TP using key performance indicators.

8.1.2 A strategy for undertaking the monitoring and review is outlined in this section.

8.2 Monitoring Strategy

8.2.1 On occupation, the TP will be submitted to MCC. Once submitted, MCC will provide written comments on the report, which may lead to modifications to the original measures if required.

8.2.2 The monitoring programme will begin with the initial baseline Employee Travel Survey, to be undertaken within 3 months of first of occupation. Further surveys will be completed within annually for a 5-year period which will be carried out to monitor progress towards the framework and final targets of the TP.

8.2.3 The surveys undertaken will also confirm the number of employees surveyed, the number of respondents, the date of survey, the type of survey used and how the modal split has been calculated.

8.3 Reporting

8.3.1 Respective TP reviews will be undertaken annually. These will provide an opportunity for the TPC to assess the progress of their TP. This will outline the results of the monitoring in the preceding period, measures that have been implemented and any suggested changes to targets and measures as a result of the survey data.

8.3.2 If the targets and measures outlined in the annual monitoring reports are not being achieved, the potential for introducing remedial actions will be explored. The actions could include increasing the working time allocated to the TPC position or offering personalised travel planning to staff.

9. BREEAM Compliance Checklist

9.1 Introduction

9.1.1 A checklist has been provided to indicate where and how each element's compliance with the Tra 01 and Tra 02 targets have been met.

9.2 BREEAM Compliance Checklist

Tra 1

9.2.1 A summary of the BREEAM compliance checklist regarding Tra 01 is provided in Table 9.1.

Table 9.1 : Tra 01 BREEAM Compliance Checklist

	Criteria	Achieved	Comments
1	During the feasibility and design stages, develop a Travel Plan based on a site-specific travel assessment or statement.	Yes	Travel Plan prepared
2	The site-specific travel assessment or statement covers as a minimum:		
2.a	Existing travel patterns and opinions of existing building or site users towards cycling and walking, identifying constraints and opportunities, if relevant	Yes	Through existing Staff Travel Plan / surveys
2.b	Travel patterns and transport impact of future building users	Yes	Determined through analysis of Census date within this Travel Plan
2.c	Current local environment for walkers and cyclists	Yes	Existing conditions in terms of accessibility is detailed in this Travel Plan
2.d	Reporting of the number and type of existing accessible amenities within 500m of the site	Yes	Details of local amenities of accessibility is detailed in this Travel Plan
2.e	Disabled access (accounting for varying levels of disability and visual impairment)	Yes	Disabled access is discussed in this Travel Plan
2.f	Calculation of the existing public transport Accessibility Index (AI)	Yes	Accessibility Index summarised in this Travel Plan
2.g	Current facilities for cyclists	Yes	Details of cycle routes detailed in this Travel Plan
3	The Travel Plan includes proposals to increase or improve sustainable modes of transport and movement of people and goods during the building's operation and use	Yes	Details of measures to be implemented are contained in this Travel Plan
4	If the occupier is known, involve them in the development of the travel plan.	Yes	The occupier is involved in the development and implementation of the Travel Plan
5	Demonstrate that the Travel Plan will be implemented post construction and be supported by the building's management in operation.	Yes	Required actions set out in Action Plan within this Travel Plan

9.2.2 Table 9.1 shows that all required criteria relating to Tra 01 have been reviewed. Therefore, there should be no reason why 2 credits should not be awarded for this element of the BREEAM assessment.

Tra 2

9.2.3 A summary of the BREEAM compliance checklist in relation to Tra 02 is provided in Table 9.2.

9.2.4 The criteria for meeting Tra 02 require the sustainable transport measures set out within the *'BREEAM New Version 6.1'* document *(Table 7.4)* to be identified. Based on the AI, the credits achieved concerning Tra 02 are summarised in Table 9.2.

Table 9.2 : Tra 02 BREEAM Compliance Checklist and Points Achieved

	Assessment Option	Points Available	Assessment Met?	Points Achieved
1	AI > 8	1	Yes	1
2	Increase of AI	2/3	No	0
3	On-site information on Public Transport and transport infrastructure	1	No	0
4	EV charging provision	1	No	0
5	Car Sharing scheme implemented	1	No	0
6	Consultation with LA	2	No	0
7	Cycle storage provision	1	No	0
8	Provision of showers / lockers	1	No	0
9	At least 3 existing amenities are accessible	1	Yes	1
10	One new amenity is provided	2/3	Yes	2
11	Implementation of one site specific measure (reviewed by BRE)	1-3	No	0
		Total Points		4

9.2.5 Based on the credits achieved against the criteria set out in *Table 7.3* of the *BREEAM Technical Manual (v6.1),* it is considered that 4 credits can be awarded for this element of the BREEAM assessment.

9.3 BREEAM Travel Plan Measures

9.3.1 As part of the BREEAM process, the following measures have been considered when developing the Travel Plan:

Negotiation with local bus, train or tram companies and increase in the local service provision for the development

9.3.2 Based on the existing public transport provision in the vicinity of the site, this is not deemed necessary.

Provision of a public transport information system in a publicly accessible area

9.3.3 Based on the Applicant's preference, this will not be provided.

Provision of electric recharging stations

9.3.4 Not applicable for the site.

Provision of parking priority spaces for car sharers

9.3.5 Not applicable for the site.

Consultation with the local authority on the state of the local cycling network and on improvements

9.3.6 Based on the existing provision for cyclists in the vicinity of the site, this is not deemed necessary.

Provision of dedicated and convenient cycle storage

9.3.7 2no. cycle parking spaces will be provided on-site. Employees and visitors will also be able to use the existing public cycle parking locations in the vicinity of the site.

Provision of cyclists' facilities

9.3.8 Based on the Applicant's preference, this will not be provided.

Lighting, landscaping and shelter to create a pleasant pedestrian and public transport waiting areas.

9.3.9 Lighting and landscaping is available in the vicinity of the site which provides pleasant pedestrian areas.

Restrictions or changing for parking

9.3.10 Not applicable for the site.

Pedestrian and cyclist friendly (for all types of user regardless of the level of mobility or visual impairment) with the provision of cycle lanes, safe crossing points, direct routes, appropriate tactile surfaces, good lighting and signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes

9.3.11 The footway provision surrounding the site benefits from an even surface, providing sufficient access for all users, accounting for varying levels and types of disability, including visual impairment.

Provision of suitable taxi drop-off or waiting areas

9.3.12 Not applicable for the site.

Ensure rural buildings have appropriate access to transport to serve the local community adequately (where procured to do so, e.g. community centre).

9.3.13 Not applicable for the site.

10. Action Plan

10.1.1 An example 'Action Plan' is outlined in Table 10.1. This provides a schedule of the key actions detailed within this FTP in terms of who is responsible and their timescale. All actions are directed at influencing travel patterns to achieve the stated targets in-line with the objectives.

Table 10.1 : Travel Plan Action Plan

Measure	Responsibility	Timescale
Appointment of TPC	Occupier/s	Upon occupation
Provision of sustainable travel information	TPC	Ongoing
Undertake baseline staff travel survey	TPC	Within 3 months of full occupation
Preparation of detailed Travel Plan issue to MCC	TPC	Within 3 months of full occupation
General promotion of sustainable travel opportunities and measures	TPC	Ongoing
Undertake Year 1 Employee Travel Survey	TPC	Year 1 anniversary of occupation
Undertake Year 2 Employee Travel Survey	TPC	Year 2 anniversary of occupation
Undertake Year 3 Employee Travel Survey	TPC	Year 3 anniversary of occupation
Undertake Year 4 Employee Travel Survey	TPC	Year 4 of occupation
Undertake Year 5 Employee Travel Survey	TPC	Year 5 anniversary of occupation
Update Travel Plan with survey and monitoring findings for the preceding period and issue to MCC	TPC	Within 3 months of survey

APPENDICES

APPENDIX A BREEAM AI Calculator

BREEAM 2018/Version 6 Tra01/02 Accessibility Index calculator

BREEAM® UK delivered by bre

Using the drop down boxes make the relevant selections and press the 'Select' button

Building type: Retail

No. nodes required: 2

Select

NODE 1

Public transport type	Bus
Distance to node (m)	90

	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
Average frequency per hour	5	6	6	3	2	5	4			

NODE 2

Public transport type	Bus
Distance to node (m)	230

	Service 1	Service 2	Service 3	Service 4	Service 5	Service 6	Service 7	Service 8	Service 9	Service 10
Average frequency per hour	5	6	6	2	5	4				

Accessibility Index	19.97

APPENDIX B Example Employee Travel Survey

Travel Survey Questionnaire

Please return the survey once you have completed it. (*Be assured that any personal data will be kept confidential)*

Please select an answer to the questions below with a tick:

1. Your postcode: …….....

2. Are you: Male ○ Female ○

3. Your age: 16- 25 ○ 26-40 ○ 41-55 ○ 56+ ○

4. How often are you typically required to travel to work?

- Most days
- Up to three times a week
- Once a week
- Less than once a week

5. How do you usually travel off site?
Please tick your usual mode of travel for the longest part of your journey:

Walk	Cycle	Bus	Train	Light Rail	Car Driver	Car Passenger

6. Would you be interested in receiving more information on the following?

- Local public transport options
- Car sharing opportunities
- Walking maps for the area
- Cycle maps for the area
- Other (Please specify).....

Do you have any further comments or suggestions about how we can improve your journey to work options?
……
……
……
……
……

Thank you taking the time to complete this questionnaire

mode
transport planning

keep up with mode:

Birmingham
0121 794 8390

London
020 3848 9719

Manchester
0161 464 9495

info@modetransport.co.uk modetransport.co.uk @mode_transport