Framework Travel Plan

Maybrook House, Deansgate

Deansgate Ventures Limited

Prepared by:

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Basis of Report

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1.0 Introduction

Background

1.1 SLR has been appointed by Deansgate Ventures Limited to provide highways and transport advice in support of a planning application for the redevelopment of Maybrook House, located on Deansgate, Manchester.

Context and Proposed Development

1.2 The Site benefits from a highly sustainable location, with excellent access to a range of transport modes and local amenities within walking distance. The development's car-free nature, combined with the surrounding transport infrastructure, will inherently support sustainable travel patterns without the need for extensive intervention measures.

1.3 The proposed development consists of

Change of use of part basement, part ground and all upper floors from gymnasium, restaurant and office use (Use Class E) to hotel (Use Class C1) together with a two storey vertical extension, external alterations and other associated works.

Purpose and Scope of the Travel Plan

1.4 This Framework Travel Plan (FTP) has been prepared to support the planning application and to provide a proportionate strategy to encourage sustainable travel associated with the development.

1.5 The document outlines a series of measures to support and promote the use of walking, cycling and public transport, reflecting the highly accessible location of the Site within Manchester City centre.

1.6 The FTP is primarily focused on staff travel, as staff will make regular and repeated journeys to and from the Site and therefore represent the main opportunity for influencing travel behaviour.

1.7 In contrast, the travel patterns of hotel guests are more variable and are influenced by wider factors such as trip purpose and origin. As such, the Travel Plan does not seek to directly influence guest travel behaviour, beyond ensuring clear and accessible travel information is available.

Travel Plan Objectives

1.8 The Framework Travel Plan seeks to:

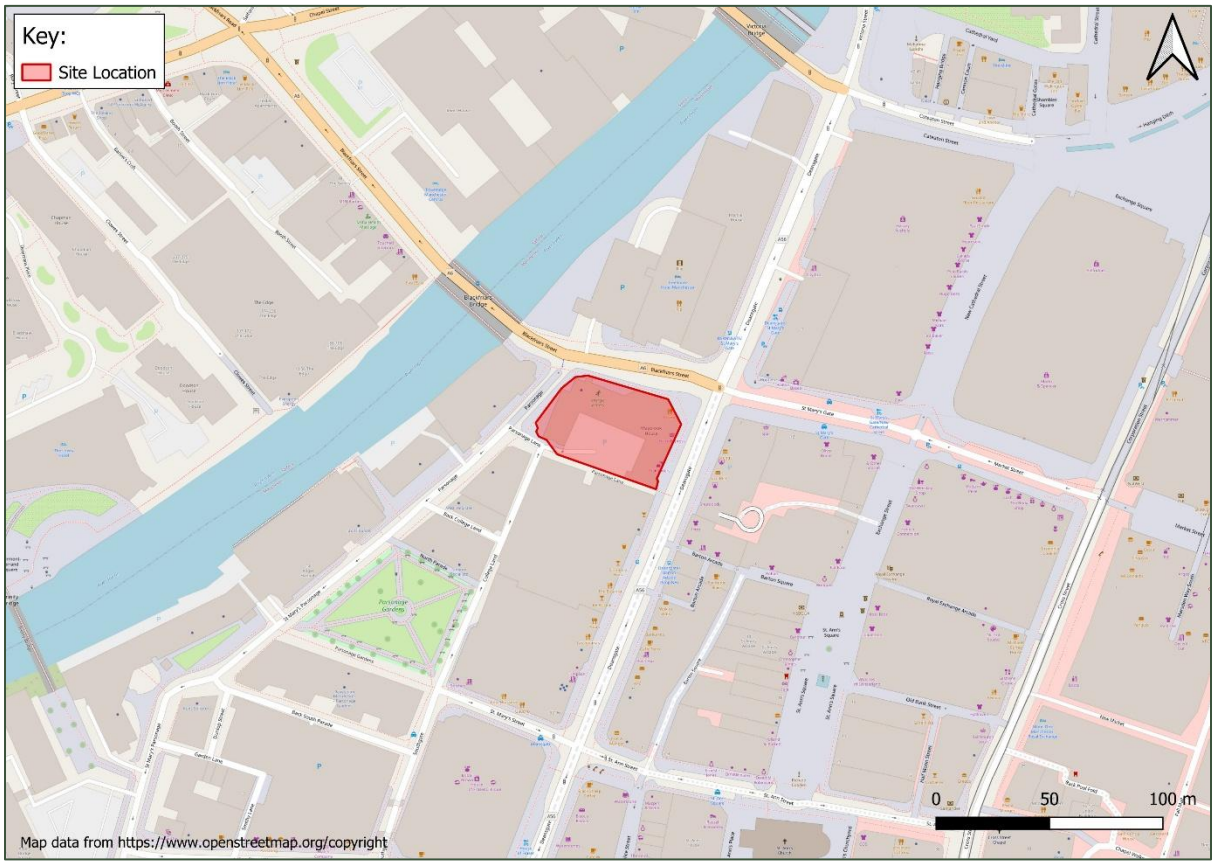
- Encourage the use of sustainable modes of transport;
- Minimise reliance on private car travel;
- Provide staff with clear and accessible travel information;
- Support the long-term sustainable operation of the development.

2.0 Baseline Conditions

Site Location and Context

2.1 The site location within its surrounding context is shown in **Figure 2.1**, which also shows the approximate redline boundary.

Figure 2.1: Site Location



2.2 Maybrook House occupies approximately 0.52 acres (0.21 ha) within Manchester City Centre.

2.3 The building extends to 5 storeys in height and includes a basement level. The property presently comprises 8122sqm of floorspace. It comprises numerous existing uses including office, retail, and food and beverage. Part of the basement space was previously leisure use (gym); however, this has since closed. To the rear of the building is a service yard.

2.4 The site is bounded by:

- A6 Blackfriars Street to the north: opposite the former Renaissance/ Treehouse Hotel redevelopment;
- A56 Deansgate to the east: characterised by retail/ restaurant use at street level with residential flats above;
- Parsonage Lane to the south: a narrow passage with no active frontages; and
- Parsonage to the west: beyond which there are further retail/ restaurant and office uses.

2.5 The city centre site is surrounded by a variety of city centre uses, including retail, office, as well as food & beverage and commercial uses.

Existing Site Usage

2.6 Maybrook House comprises a mixed-use building arranged over a basement, ground and five upper floors, totalling 68,175sqft of existing accommodation. Current uses include:

- Retail units fronting A56 Deansgate;
- Food and beverage use (including restaurant, café, and drinking-establishment uses) located across the ground and first floor; and
- Office accommodation across upper floors.

2.7 The basement formerly accommodated leisure use (gym).

2.8 The building is multi-let to several commercial tenants.

2.9 Existing vehicular access is limited to the rear service yard, which is subject to third-party rights of access for Regency Court.

2.10 Pedestrian access is currently taken from A56 Deansgate, A6 Blackfriars Street, and Parsonage.

2.11 No formal on-site parking is provided for general users although there are numerous MSCPs located in the vicinity of the site.

Local Highway Network

Blackfriars Street Pedestrian Access

2.12 The main access to the site can be achieved via Blackfriars Street. Blackfriars Street forms the northern boundary and runs in east-west alignment offering access to Salford to the east and access to the key retail district within Manchester City Centre from St Mary's Gate to the west.

2.13 Blackfriars Street operates as a one direction only single carriageway road. The road is subject to a 20mph speed limit and includes a carriageway width of approximately 8.5m.

2.14 The key crossroads signalised junction that sits at the eastern corner of Blackfriars Street linking with the A56 Deansgate and St Mary's gate includes a yellow box marking with formal pedestrian crossing facilities.

2.15 Double-yellow line parking restrictions operate along the full extent of Blackfriars Street, supplemented by a marked bus lane adjacent to the frontage of the building. Keep-clear markings are present adjacent to the Deansgate Car Park access and the frontage of Maybrook House to facilitate unobstructed ingress and egress.

2.16 A short section of loading bay is located further west, where mid-week peak-hour waiting and loading restrictions apply.

2.17 Blackfriars Street benefits from wide footways, with a circa width of 2.75m wide, on both sides of the carriageway. These footways are well surfaced and supported by street lighting.

2.18 Blackfriars Street includes a designated cycle route comprising an on-road segregated cycle lane on both sides, separated from traffic by intermittent collapsible bollards.

A56 Deansgate

2.19 The A56 Deansgate forms the eastern boundary of the Site, serving as a key north to south route within Manchester City Centre, although its function has changed radically over recent years.

2.20 The A56 Deansgate operates as a single one-way carriageway southbound only, subject to a 20mph speed limit. The carriageway width varies between approximately 7m and 10m, accommodating dedicated bus cage areas and loading bays.

2.21 In the vicinity of the Site, double yellow line restrictions are in place along the building frontage, preventing waiting and loading except where signed exceptions apply.

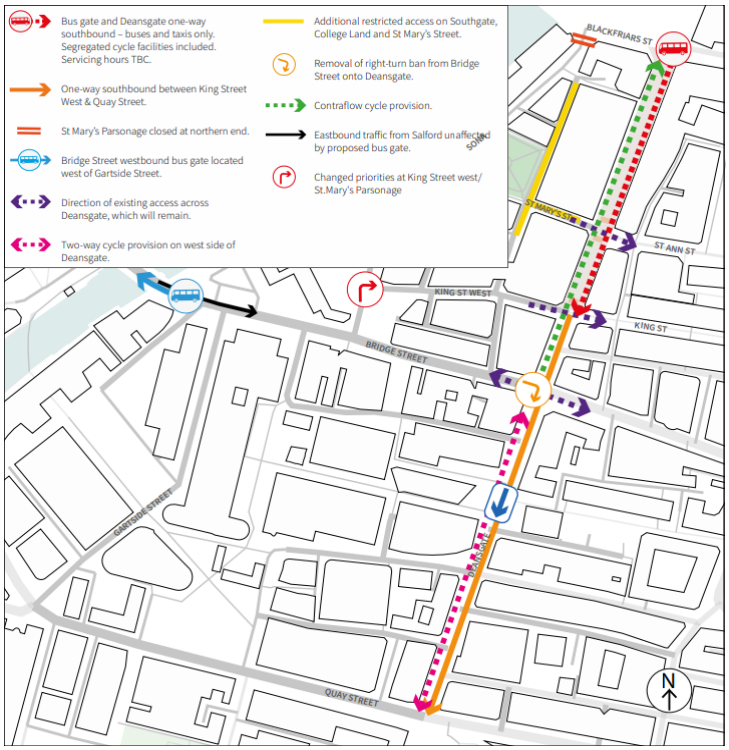
2.22 The one-way operation along the A56 Deansgate is enforced by traffic cameras. Between the hours of 06:00am to 10:30am this route is only accessible by cyclists, buses and taxis.

2.23 The A56 Deansgate includes well-surfaced, street-lit footways on both sides of the carriageway. The footways along the frontage of the eastern boundary, measures approximately 4m in width, while the eastern end footway of the measures approximately 5m.

2.24 On the western side of the carriageway, Deansgate includes a designated cycle route comprising an on-carriageway segregated cycle lane, separated by collapsible bollards.

2.25 The A56 Deansgate forms part of the City Centre Triangle works which aims to 'create an easier, safer and more attractive route for people to move between stations and will link with other walking and cycling routes, focusing on areas not already covered by other improvement schemes. The proposals are detailed in Error! Reference source not found., and it is understood that the improvement scheme is now fully constructed.

Figure 2.2: Deansgate Proposals



2.26 Adjacent to the Site, at the signalised junction of Blackfriars Street / St Mary's Gate with the A56 Deansgate, there is ongoing construction activity associated with the Renaissance Development Complex. This includes temporary traffic management measures and construction hoarding positioned within the carriageway, reducing carriageway width and resulting in intermittent footway diversions along the western side of Deansgate.

Parsonage and Parsonage Lane

2.27 Parsonage forms the western boundary of the Site and varies in width from 4 to 7m wide. This route can only be accessed using St Mary's Parsonage at the southern end of the road as the northern end has now been converted into a two-way cycle lane access.

2.28 Parsonage operates at a 30mph speed limit and includes street lit footways on both sides of the carriageway. Within the immediate vicinity of the site, Parsonage has double yellow line parking restrictions which continues onto St Mary's Parsonage.

Street Audit

2.29 A street audit assessment has been undertaken and can be found in **Appendix A** of this report. This provides an audit of the existing pedestrian, cycle infrastructure and parking facilities along the roads within the vicinity of the development. The audit will demonstrate that the local highway is of an appropriate standard and are suitable for use by pedestrians and notably for use by disabled users.

2.30 In summary, the findings have shown that the existing footways are of an appropriate width, well-lit and are of a standard for those that are mobility impaired. There are no significantly raised kerbs that would block movement. The route to the existing access has low dropped kerbs via Blackfriars Street and Parsonage which offers a smooth footway transition with no trip hazards, therefore making the footway suitable for all users. There is signalised crossing infrastructure adjacent to the site at the key junction with Blackfriars Street /A56 Deansgate / St Mary's Gate, allowing pedestrians to cross with the appropriate measures available for both the visually impaired and deaf users to cross in safety.

Existing Car Parking Provision

2.31 The city centre location of the Site provides access to a variety of large capacity public car parks and car clubs within a very short walk distance, which is presented in **Table 2.1** and **Table 2.2**.

Table 2.1: Existing Car Parking within a 10-minute Walk from the Site

Car Parking Spaces within a 10 Minute Walk of the Site			
Car Park	**Standard Spaces**	**Disabled**	**EV**
Manchester Deansgate Car Park	331	6	0
Q- Park Deansgate North	455	23	41

Table 2.2: Car Clubs within a 10-minute Walk of the Site

Car Clubs within a 10 Minute Walk of the Site	
Enterprise Car Club - 20 St Mary s Parsonage M3 2LG	2 cars
Enterprise Car Club - 12 Queen Street M2 5JB	2 cars

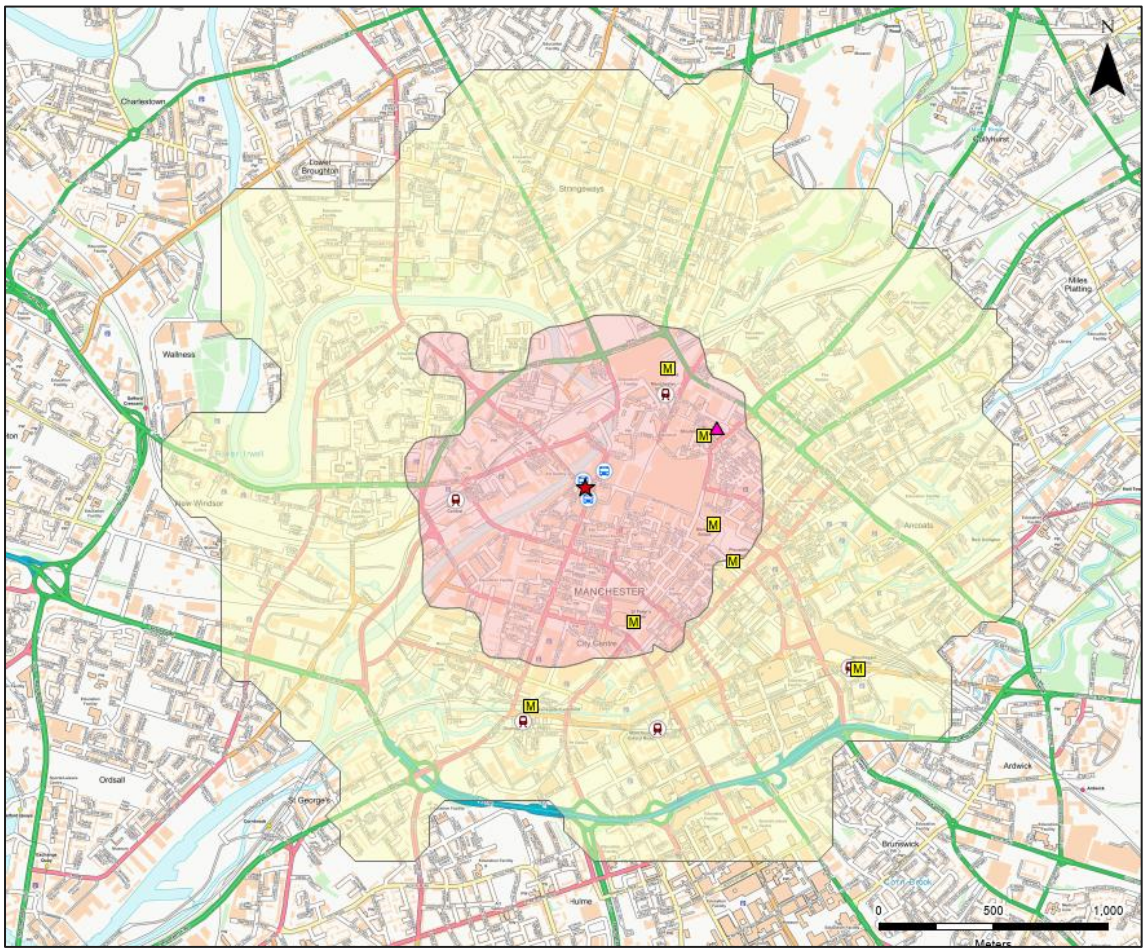
3.0 Accessibility by Sustainable Modes of Travel

Walking

3.1 The Institution of Highways and Transportation (IHT) document 'Guidelines for Providing for Journeys on Foot' (2000) suggest that a desirable walking distance for commuting or education purposes is 800m with the preferred maximum distance being 2km or just over 20minutes.

3.2 With this guidance in mind a 2km walk catchment is shown in **Figure 3.1 b**elow. This encompasses the whole of the city centre along with the Northern Quarter, Cheetham Hill, the nearby elements of Salford including much of the University campus.

Figure 3.1: Walking Catchment



3.3 There are two National Rail stations (Victoria and Salford Central) and 3 Metrolink stops located within 800m walking distance the site.

3.4 There are footways provided on Blackfriars Street and Deansgate which can be used to access local transport including bus, train and tram. There are signalised pedestrian crossing facilities provided at the Blackfriars Street/ Deansgate junction.

3.5 As would be expected for a city centre location there is a wide range of local amenities located within a short walking distance of the site. These are described in **Table 3.1** below.

Table 3.1: Relevant Amenities and Distance

Amenity	Name	Distance
Appropriate food outlets	Tesco, Deansgate	0m*
	M&S, Corporation Street	180m
	Sainsburys, Deansgate	310m
Post Office	Arndale Post Office	350m
Access to cash	Tesco, Deansgate	70m
Pharmacy	Boots, Arndale	270m

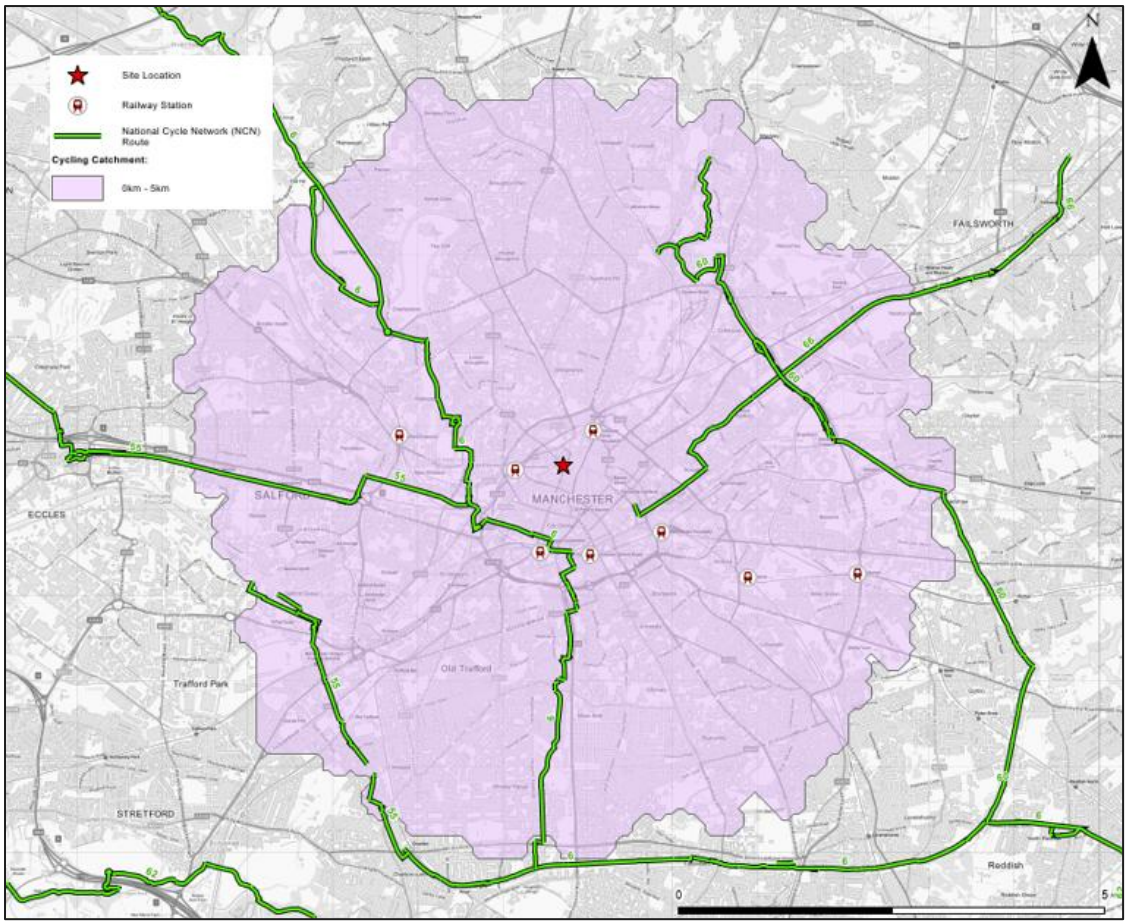
*Located within the site

Cycling

3.6 Cycling is an effective mode for short trips up to 3 to 5 miles (5-8km). A 5km catchment typically represents a journey time of 20 minutes, assuming a leisurely cycle speed of 10mph (16kph).

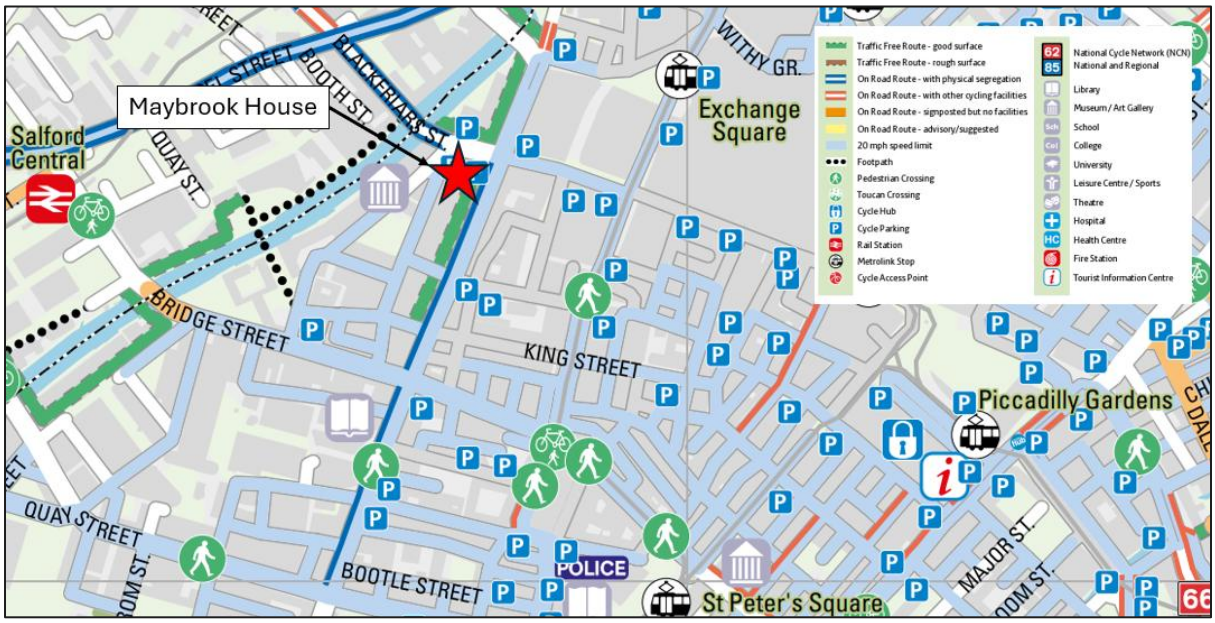
3.7 The 5km catchment is shown in **Figure 3.2** below. This encompasses the whole of Manchester City Centre and surrounding areas including Old Trafford, Salford, Cheetham Hill, Broughton, Ancoats, New Islington, Miles Platting, Ardwick, Longsight, Moss Side, Whalley Range and parts of Chorlton-cum-Hardy.

Figure 3.2: Cycle Catchment



3.8 An extract of TfGM's cycle map in the vicinity of the site is provided in **Figure 4.3**. The site is by the red star.

Figure 3.3: TfGM Cycle Map



3.9 **Figure 4.3** shows the site is located adjacent to cycle routes along Deansgate, which have recently been enhanced as part of the Bee Network proposals. Additional cycle routes are provided to the west along Chapel Street and Leftbank, while the city centre is largely pedestrianised.

Public Transport

Free Bus

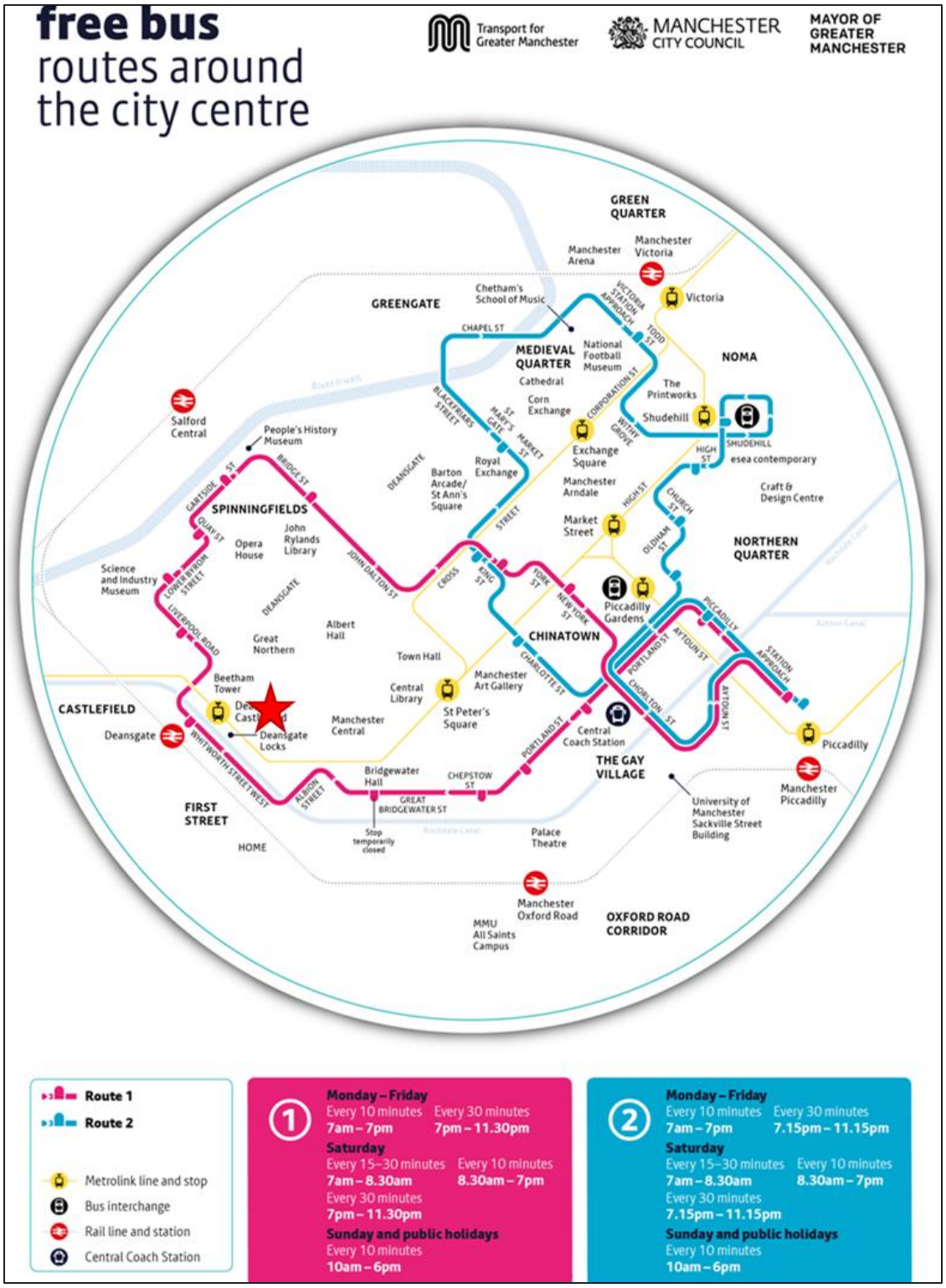
3.10 The site is served by Parsonage bus stop located on Blackfriars Street adjacent to the site, which is served by the Free Bus 2.

3.11 The Free Bus is a free-of-charge service linking key destinations across Manchester City Centre. Services are accessible to all users and typically operate a 10-minute daytime frequency.

3.12 Two Free Bus routes operate within the city centre. Route 1 provides connections between Piccadilly Station, Spinningfields and Deansgate, while Route 2 (serving the Site) operates between Piccadilly Station, Chinatown and the Northern Quarter.

3.13 The Free Bus complements the wider public transport network, providing convenient access to key destinations including mainline railway stations, principal car parks and retail centres. The routes are illustrated in **Figure 4.4**.

Figure 3.4: Free Bus Routes



Scheduled Bus Services

3.14 The nearest bus stop for scheduled services is on Deansgate, approximately 100m from the main entrance to Maybrook House. The stop is marked with a flagpole and includes a passenger waiting shelter. This stop serves outbound services, with a corresponding inbound stop located on Chapel Street, approximately 300m from the site.

3.15 The stop is served by regular bus services including:

- Route 8: Manchester – Bolton: Operating 7 days per week with services extending into the late evening. Typical daytime weekday frequencies of 5 buses per hour;
- Route 67: Manchester – Eccles - Irlam: Operating 7 days per week with services extending into the late evening. Typical daytime weekday frequencies of 4 buses per hour; and
- Route 100: Manchester – Trafford Centre – Warrington: Operating 7 days per week with services extending into the late evening. Typical daytime weekday frequencies of 4 buses per hour to the Trafford Centre and 1 bus per hour to Warrington.

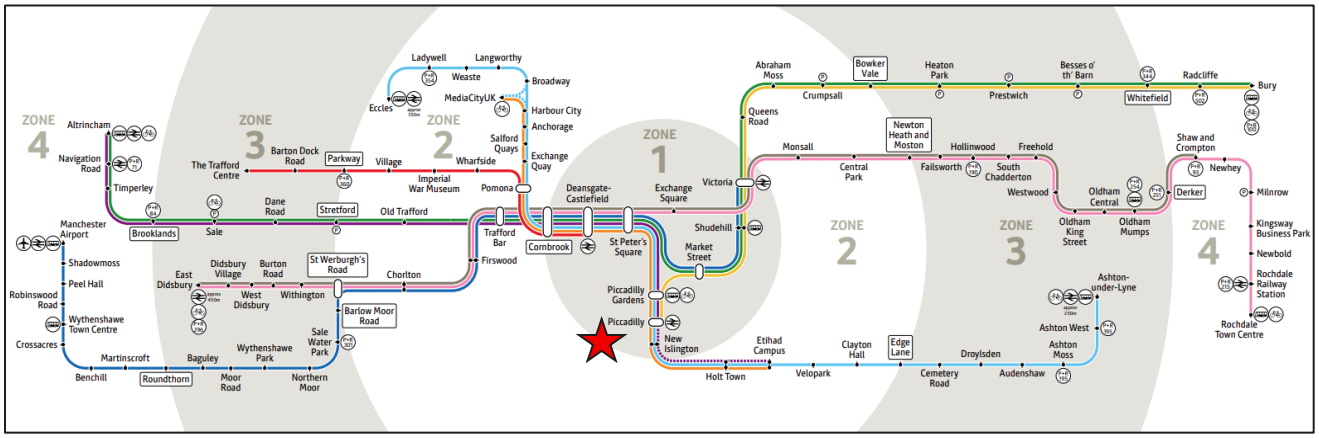
Metrolink

3.16 The nearest Metrolink stop is Manchester Victoria, located approximately 550m from the site. This is a key interchange providing direct services to Altrincham, Bury, Manchester Airport, Oldham, Rochdale and Manchester airport, with wider access available through the Metrolink network.

3.17 Services typically operate at a 12-15 minute frequency, with combined frequencies of approximately 6-7 minutes on core sections of the network during daytime periods. Services generally operate between 06:00 and 00:00, with earlier services available on selected lines, including the Airport which from 03:00.

3.18 A map of the Manchester Metrolink network is provided in **Figure 4.5** below.

Figure 3.5: Metrolink Network Map



3.19 Overall, the Metrolink network provides a frequent and comprehensive service within reasonable walking distance of the site, suitable for a wide range of trip purposes..

Rail

3.20 The site is located within 550m of Manchester Victoria railway station which provides an extensive range of local, regional and national rail connections. The site is therefore considered to be highly accessible by rail.

Accessibility for Disabled Persons

3.21 The site benefits from a pedestrian environment that is generally accessible to all users. The condition of surrounding footways and infrastructure is described in the detailed street audit which is set out in the accompanying Transport Statement.

3.22 In the vicinity of the site, footways are generally well-maintained, of an appropriate width, and supported by dropped kerbs at key crossing points. Signalised pedestrian crossings at the junction of Blackfriars Street, Deansgate, and St Mary's Gate include tactile paving and audible/ rotating indicators to assist users.

3.23 Public transport services in the area are accessible to disabled users. Bus services, including the Free Bus, are low-floor and accessible, while Metrolink and rail services at Manchester Victoria provide step-free access and appropriate facilities for passengers with reduced mobility. Licensed Hackney carriage vehicles operating within the city are also wheelchair accessible.

Summary

3.24 The site benefits from a highly sustainable city centre location, with excellent accessibility by walking, cycling, and public transport. Key amenities, transport hubs, and employment areas are all within comfortable walking distance, supported by a well-connected pedestrian environment. Cycling access is strong, with nearby Bee Network routes providing links across Greater Manchester. Public transport provision is also excellent, with frequent bus services, a Free Bus stop adjacent to the site, and rail and Metrolink services within a short walk. Overall, the site's high level of connectivity makes it particularly well suited to hotel use, enabling convenient access by sustainable modes and limiting reliance on private car travel.

4.0 Development Proposals

Overview

4.1 The proposed development comprises the *change of use of part basement, part ground and all upper floors from gymnasium, restaurant and office use (Use Class E) to hotel (Use Class C1) together with a two storey vertical extension, external alterations and other associated works*.

4.2 The development will provide 238 bedrooms. The proposed extension will deliver approximately 2,390sqm of additional floorspace, resulting in a total building area of approximately 10,512sqm.

4.3 Ground floor retail and leisure uses will be retained. Part of the existing basement (formerly a gym), the restaurant at ground and first floor, and the vacant upper floor office space will be converted to hotel use.

4.4 Ground Floor and Lower Ground Floor plans are provided in **Appendix B**

Access Strategy

4.5 Pedestrian access to the hotel will be provided from Blackfriars Street, utilising the existing entrance.

4.6 The development does not propose any changes to the surrounding highway layout or access arrangements.

Servicing & Deliveries

4.7 The existing service yard located to the rear (south) of the building will be retained. The yard is accessed via Parsonage Lane, to the west of the Site.

4.8 The service yard currently supports the existing building and ground floor retail uses and is understood to operate satisfactorily. It is considered capable of accommodating the servicing requirements of the proposed development.

4.9 The largest vehicles expected to access the site will typically comprise refuse collection vehicles and rigid vehicles associated with deliveries such as laundry. These vehicle types can be accommodated within the existing service yard.

4.10 Existing servicing arrangements and access rights associated with the service yard will remain unchanged.

Parking and Drop-Off

4.11 The proposed development will operate as a car-free hotel, with no on-site parking provision for guests.

4.12 Short-stay drop-off and pick-up activity, including taxi movements, can occur on the surrounding highway network. There is no requirement to amend the local Traffic Regulation Orders as these permit taxis to make a short stay to drop off/pick up passengers without affecting local highway operations.

5.0 Travel Plan Measures

Overview

5.1 This FTP is a working document and is recognised as being the first stage in the Travel Plan process. This is primarily because the site is yet to be refurbished. It is noted that the development is car free and will mean that inherently the vast majority of the trips to and from the site will be undertaken by sustainable modes. Notwithstanding, the Travel Plan will seek to maximise the appeal and convenience of sustainable travel to staff at the development.

5.2 This FTP is aimed predominantly at staff of the proposed hotel who will make routine visits to the site and are expected to live locally. The FTP is not specifically aimed at visitors as their travel patterns are more difficult to establish and influence.

5.3 The following measures are expected to be delivered through the FTP by the Travel Plan Co-ordinator(s). As far as possible, the measures outlined below are designed to be suitable for review and monitoring. The list, however, is not exhaustive and the Travel Plan Co-ordinator(s) should investigate other potential initiatives which could be beneficial based on circumstances at the time.

5.4 It is important for the FTP to be flexible to changing circumstances and innovations. Once it has been implemented, the Travel Plan Co-ordinator(s) will be encouraged to investigate and adopt other potential initiatives to increase the attractiveness of making journeys to the site by non-car modes where appropriate.

Travel Plan Coordinator

5.5 This FTP will be managed by a Travel Plan Coordinator. As the scheme is to be managed by two separate management teams, it is possible that two Travel Plan Coordinators will be employed to manage the implementation of the document as well as reporting on the effectiveness of the plan. Travel Plan Co-ordinator(s) will be appointed prior to the proposed new development being occupied. In the interim, John Lancaster of SLR will act as the interim Travel Plan Co-ordinator for the development. Their contact details are:

John Lancaster	John.Lancaster@slrconsulting.com	+44 0330 088 6631

5.6 The Travel Plan Co-ordinator will ultimately be appointed by the developer within 3 months of occupation.

Walking Measures

5.7 Many amenities in the City Centre are within a short walk distance of the site, and it is therefore expected that walking will be the primary transport mode to and from the development site. A quality public realm environment is present within the vicinity of the site creating a pleasant environment for pedestrians.

5.8 Measures to further encourage walking as part of a multi-modal journey might include:

- Review of the condition of local pedestrian footways to ensure that there are no trip hazards, particularly post construction;
- Provision of umbrellas in reception areas;
- Maps with the reception areas to direct pedestrians to local landmarks.

Cycling Measures

5.9 Cycling is promoted with secure cycle parking provided within the development and public realm in the local area. Further measures proposed to encourage cycling include:

- Promote benefits of cycling to employees through schemes such as 'Explore Your Space' campaign;
- Promote TfGM's bike hire scheme, Starling Bank Bikes;
- Promote the financial benefits of the Cycle to Work scheme to staff (see **Figure 5.1** overleaf);
- Option for partnership with local cycle store which may facilitate the provision of vouchers or discounts for employees;
- Practical advice using existing TfGM guidance on cycle maintenance, safety information and local route information;
- Advertisement of a local bicycle user group to new employees;
- Special travel events could be promoted at the site (e.g. Cycle to Work Day); and
- The Travel Plan Co-ordinator to liaise with the Highway Authority to ensure that cycle routes are appropriately maintained.

Figure 5.1 Cycle to Work Scheme

Workplace Bikes

Provide savings for employees while boosting your green credentials

As part of a Government initiative to promote green transport, Workplace Bikes offers attractive tax and National Insurance savings for both employers and employees.

How it works

Workplace Bikes encourages employees to cycle to work, with a salary sacrifice arrangement providing savings on the cost of a bike and accessories. Employees sign up for 12 or 18 months hire agreement, either during an enrolment window of your choice or as an any-time benefit.

It's fast, easy and free to set up a Workplace Bikes scheme. We offer full support at every stage, including expert salary sacrifice advice and ongoing account management.

Cycle-to-work schemes can contribute to workforce wellbeing, assist with congestion and parking issues and help minimise carbon footprint ... so there are plenty of reasons for making Workplace Bikes part of your benefits package.

Key benefits for employees:

- ✓ Basic-rate taxpayers save 32% in tax and National Insurance, with even higher savings for higher-rate taxpayers.
- ✓ We offer access to all of the UK's top bike brands, catering for entry-level cyclists and enthusiasts.
- ✓ Employees can also take advantage of seasonal promotions, exclusive discounts and a price match promise.
- ✓ Cycles can be selected online, through a Halfords store or from an extensive network of independent stores.
- ✓ Free 6-week service and safety check.

Why choose Workplace Bikes?

- ✓ Extensive range of free marketing to maximise take-up, including on-site roadshows and dual-branded literature.
- ✓ Easy online order approval and clear payroll information, provided in line with your needs.
- ✓ Standardised cycle pricing across the country, ensuring equality for employees.
- ✓ Hassle-free options for managing transfer of ownership at the end of the hire period.
- ✓ Built-in facilities to cater for low earners, casual staff and under-18s.
- ✓ Available as a stand-alone benefit or as an integrated part of a wider benefits package.

0800 612 7110

www.workplacebikes.com



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Public Transport Services

5.10 As previously noted, there are bus stops located on Deansgate and Chapel Street in close proximity to the site, along with a bus stop for the Free Bus which is on Blackfriars. In addition, the site is situated within a 5-10 minute walk of the Metrolink and Rail station at Deansgate and Oxford Road Rail Station, respectively.

5.11 The use of public transport can be promoted as part of a multi-modal journey. Measures to encourage bus, tram and train usage include:

- Up to date information provided on bus, tram and train services, including route information and service frequencies, available to employees through links such as:
  - https://tfgm.com/plan-a-journey
  - http://www.nationalrail.co.uk/
- The Travel Plan Co-ordinator to liaise with the Local Authority and the public transport operators to ensure information remains valid;
- The Travel Plan Co-ordinator to bring to the bus, tram and rail operators' attention any issues raised to ensure that the potential for the use of these services to the site is maximised; and
- Promote travel discount offers and travel cards such as 'Bee Card'.

Staff Welcome Pack

5.12 As part of the Travel Plan initiative to promote sustainable transport as a preferred option to the private car, it is important to provide adequate transport information for each employee on the site who will receive a 'Welcome Pack'. The pack will include travel information and the availability of sustainable transport options.

5.13 The 'Welcome Pack' will include details on the intentions of the Travel Plan and reasons why the Travel Plan has been produced, as well as contact details for the Travel Plan Co-ordinator. The packs will include current information on sustainable modes of transport such as:

- Health and financial benefits associated with use of sustainable forms of transport;
- Walking and cycling routes in the area;
- Site-specific information on public transport (e.g. location of nearby bus stops / railway stations and which services are available from them); and
- Travel Plan Coordinator contact details, links to useful website with appropriate public transport information, car share schemes, etc.

5.14 As an on-going part of the monitoring process, the 'Welcome Pack' will be reviewed and updated annually, with any information regarding changes, such as a change in a public transport timetable, being passed on to all the appropriate staff via an appropriate form of communication. This will be the responsibility of the Travel Plan Co-ordinator.

Taxis

5.15 A list of local taxi companies contact details will be available within the Travel Pack. The excellent accessibility of the site via other sustainable modes and in particular being within walking distance of the main destinations in the city centre and Transport Hubs means that we expect that the level of taxi use will be limited.

Car Sharing

5.16 Given the proximity to other office developments in the vicinity, a car sharing scheme would be proposed for employees and administered using a local database via a community website or alternatively there may be opportunities to use an internet-based scheme such as https://liftshare.com/uk and https://www.blablacar.co.uk/.

5.17 The Travel Pack will advertise at least one link to a website where the cost of owning and running a car can be calculated. This is intended to highlight the often unseen costs of owning a car.

Enterprise Car Club

5.18 Enterprise Car Club operates within Greater Manchester and offers a large number of car parking bays across the city. Details of the nearest locations to the site are provided in **Section 3** of this document. The Travel Plan Co-ordinator will highlight the availability of Enterprise Car Club to the new occupiers and facilitate demonstrations if required.

6.0 Monitoring and Review

Travel Plan Coordinator

6.1 A Travel Plan Coordinator (TPC) will be appointed by the site operator prior to occupation of the development.

6.2 The TPC will be responsible for:

- Overseeing the implementation of the Travel Plan;
- Acting as a point of contact for staff on travel-related matters;
- Maintaining and updating travel information; and
- Coordinating any monitoring or review activities, where required.

Implementation

6.3 The Travel Plan will be implemented from first occupation of the development.

6.4 Information relating to sustainable travel options will be provided to staff as part of the onboarding process and maintained throughout the operation of the development.

6.5 The TPC will ensure that the measures outlined within this FTP are delivered in a proportionate and practical manner.

Monitoring

6.6 Monitoring of the Travel Plan will be light-touch and proportionate, reflecting the scale and nature of the development.

- Monitoring activities may include:
- Periodic review of travel information provided to staff;
- Informal feedback from staff on travel to and from the Site;
- Review of cycle parking provision and usage.

6.7 Where required, a staff travel survey may be undertaken following initial occupation to establish a baseline understanding of travel patterns.

Review

6.8 The Travel Plan will be reviewed periodically, typically on an annual basis, during the early years of occupation.

6.9 The purpose of the review will be to:

- Ensure the Travel Plan remains relevant to operational requirements;
- Reflect any changes in local transport provision; and
- Identify opportunities for refinement of measures, where appropriate.

Framework Travel Plan Flexibility

6.10 This Framework Travel Plan is intended to be a flexible document which can evolve over time in response to operational experience and changes in travel behaviour.

6.11 Any updates to the Travel Plan will be proportionate to the scale of the development and agreed with the Local Planning Authority where required.

7.0 Draft Action Plan

7.1 The following Action Plan sets out the key measures to be implemented as part of the Framework Travel Plan, together with indicative timescales and responsibilities.

7.2 The measures are proportionate to the scale and nature of the development and reflect its highly accessible city-centre location.

Table 7.1 Action Plan

Measure	Timing	Responsibility
Preparation of Framework Travel Plan	Planning stage	SLR
Appointment of Travel Plan Coordinator	Prior to first occupation	Operator
Preparation of Staff Travel Information Pack	Prior to first occupation	Operator
Distribution of travel information to staff	On induction / commencement of employment	Operator / TPC
Promotion of sustainable travel information (walking, cycling, public transport)	Ongoing	TPC
Maintenance and updating of travel information	Ongoing	TPC
Review of Travel Plan (if required)	Annually (typically)	TPC

Implementation

7.3 The measures outlined above will be implemented in a phased manner, beginning prior to first occupation and continuing throughout the operation of the development.

7.4 The Travel Plan Coordinator will be responsible for overseeing delivery of these measures and ensuring that the Travel Plan remains current and proportionate.

Appendix A Example Travel Survey

Framework Travel Plan

Maybrook House, Deansgate

Deansgate Ventures Limited

SLR Project No.: 410.067820.00001

27 May 2026

Staff Travel Questionnaire

A Travel Plan has been prepared for this development and agreed with the council. This short travel survey aims to capture information on staff travel habits and preferences.

Please answer all questions - the survey should take no more than 2 minutes. The information you provide will be treated as confidential and processed in accordance with Data Protection Act 1998.

1. What is your workplace postcode? *(Full postcode required e.g. NG1 1AA)*

_____

2. How do you normally travel to work?

☐Car – as driver, single occupant
☐Car – as driver, with passenger/s
☐Car – as passenger
☐Other (please specify): _____
☐Taxi
☐Train
☐Bus
☐Motorbike or powered two wheeler
☐Bicycle
☐On foot

3. If your normal mode of travel is unavailable, how would you travel to work? Please tick a <u>different</u> mode than the one chosen on Q2.

☐Car – as driver, single occupant
☐Car – as passenger
☐Car – as driver, with passenger/s
☐Bus
☐Bicycle
☐Other (please specify): _____
☐Train
☐Taxi
☐On foot
☐Motorbike or powered two-wheeler

4. How long does your journey to work take

☐0 – 15 minutes
☐16 – 30 minutes
☐31 – 45 minutes
☐46 – 60 minutes
☐61 – 75 minutes
☐76 – 90 minutes
☐More than 90 minutes

<u>A) Questions only for Car Users</u> *<u>(if you use public transport services then go to section B; if you cycle or walk to work, go to section C)</u>*

5A. In case you drive alone to work, would you be prepared to car share… *(if you already car share –drive with passenger(s) or driven by someone else–, please go to Question 12A):*
☐With a colleague?
☐With a friend or family member?
☐Through a car sharing database?
☐I would not car share

6A. In case you regularly car share, do you do it… *(those driving alone please do not answer):*

☐With a colleague?
☐With a friend or family member?
☐Through a car sharing database?

7A. What are your top reasons for choosing to travel by car? (You can tick a maximum of 3 answers)

☐To save time
☐To save money
☐Transporting equipment
☐Bad weather
☐Disability
☐Personal Commitments / Childcare
☐Other (please specify your answer):

☐Work Commitment
☐Security concerns
☐Too far away from home
☐Convenience
☐Lack of alternatives
☐Inadequate public transport links

.....

B) Questions only for Public Transport Users *(if you drive, cycle or walk to work, please go to section C).*

5B. Which services do you use to travel to work? Please write down the bus route number/rail service:

……..……

C) Questions for All Users

5C. What would you encourage to start travelling by sustainable modes of transport? If you are already doing so, what are the reason behind it?

……..……

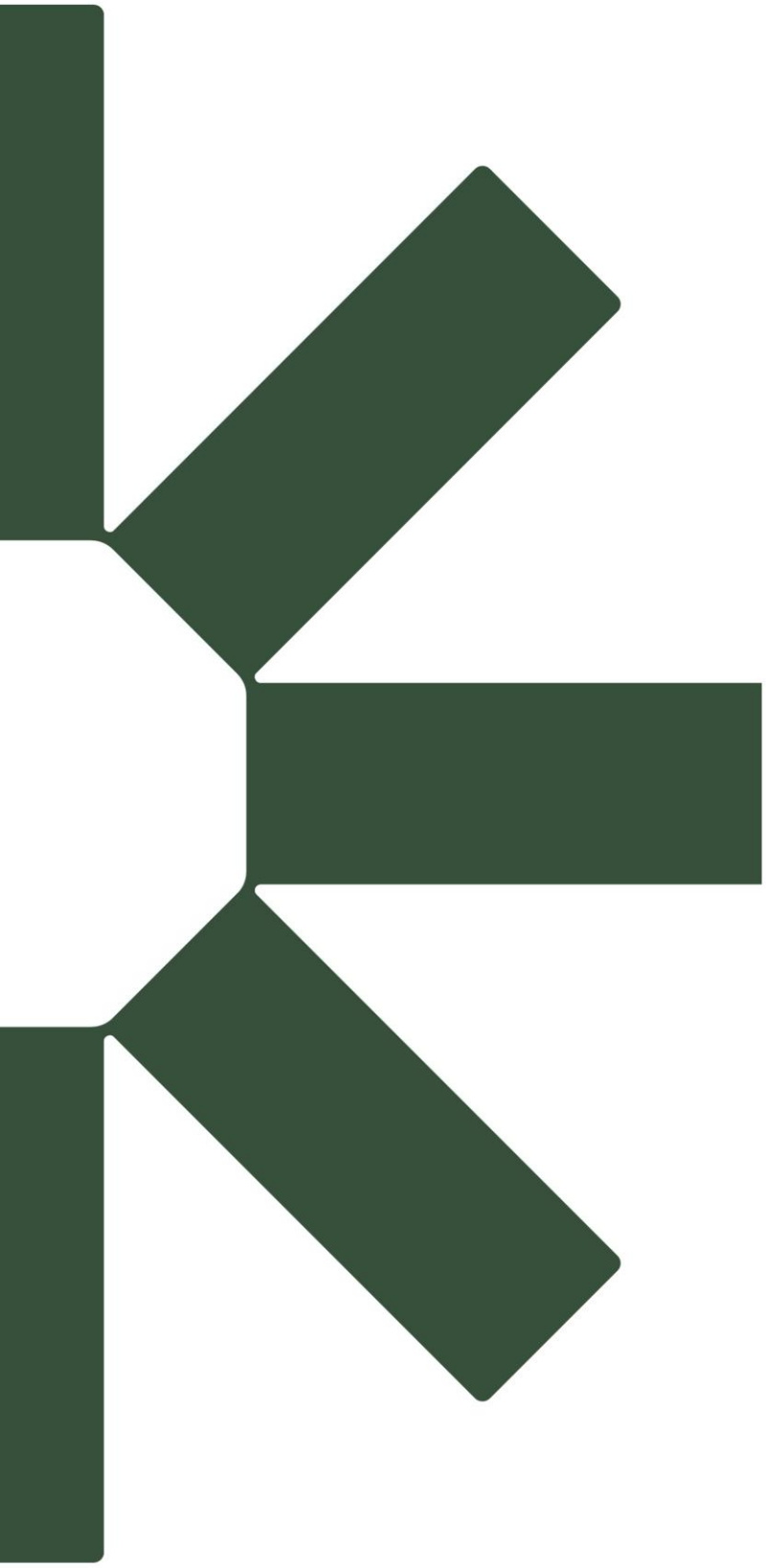
……

6C. Please write below any other relevant comments about your current or future travel to work patterns

……..……

……

Once the survey is complete, please return to the Travel Plan Coordinator. Thank you.



Making Sustainability Happen