Technical Note

Date: 6 July 2026

Project: Marlsbro House, 52-54 Newton Street, Manchester

Title: Response to Consultation Comments (ref: PLA-2026-000266)

1. Introduction

1.1 SK prepared a Transport Statement (TS) for the planning application for the redevelopment of Marlsbro House on Newton Street in Manchester city centre. The redevelopment proposes the following:

"Change of use to bar and listening lounge (Sui Generis), recording studios and sound engineering rooms, restaurant, offices (Use Class E), amenity lounge and private event space (Sui Generis); together with external alterations including removal of existing render to all elevations; reinstatement of entrance archway on Newton Street, formation of new entrance archway to rear courtyard; roof alterations including external terraces; installation of covered structure within the rear courtyard to provide seating area associated with restaurant; new external staircase; new bin store; plant; and, associated works."

1.2 This Technical Note has been prepared to respond to the comments received from the Local Highway Authority, Manchester City Council (MCC) on event trip generation.

2. Trip Generation

Comment

2.1 The trip generation was based on TRICS office uses for the office space (including the fourth floor) and recording studio space, and TRICS restaurant uses for the F&B space.

2.2 The fourth floor will generally function as amenity space for the office users as well as events space that can be booked by office users. The architect has advised that the building floor area that this relates to is 249sqm. The TS included this floor space in the office trip generation.

2.3 MCC has requested that consideration be given to the trip generation that would be associated with this area if booked for an event. The architect has advised that the fire strategy is based on a maximum capacity of 100 people in the event space. Based on this, two scenarios have been modelled one for a 50-person event and the other for a 100-person event.

Trip Generation Method

2.4 Information is not currently available on the types of events that would be held, but it is anticipated, based on experience of other comparable uses, that the space could be booked for a day time event, such as a conference, and potentially for an evening event, such as a drinks reception.

2.5 The assessment assumes that the day time event starts at 10am and ends at 5pm, and the evening event starts at 7pm and ends at 11pm and that people will arrive the hour before or on the hour and will leave within the hour before or the hour after finishing. The TS TRICS arrival/departure profile for office has been used for the day time event and the TS TRICS arrival/departure profile for F&B has been used for the evening event.

2.6 To establish the mode share of trips reference has been made to Transport for Greater Manchester's (TfGM) 2025 city centre mode share from the City Centre Transport Strategy.

Mode	%
Pedestrians	14%
Cyclists	3%
Public Transport	65%
Car/Taxi Occupants	18%
Total	100%

Table 2.1: Mode Share Data

2.7 To derive the occupancy of cars/taxis reference has been made to National Travel Survey leisure trip data (Table 0409), which shows that for leisure trips a vehicle occupancy of 1.85 can be expected.

Daytime Event

2.8 Table 2.2 shows that a daytime event for 50 people will generate a maximum of 42 total hourly trips, of which four will be a car or taxi. A 100-person event will generate a maximum of 85 total hourly trips, of which eight will be a car or taxi.

Scenario 1: 50 People	Profile		Total People			Total Vehicles		
	In	Out	In	Out	Total	In	Out	Total
09:00-10:00	73%		36	0	36	4		4
10:00-11:00	27%		14	0	14	1		1
16:00-17:00		15%	0	8	8		1	1
17:00-18:00		85%	0	42	42		4	4
Scenario 2: 100 People	Profile		Total People			Total Vehicles		
	In	Out	In	Out	Total	In	Out	Total
09:00-10:00	73%		73	0	73	7		7
10:00-11:00	27%		27	0	27	3		3
16:00-17:00		15%	0	15	15		1	1
17:00-18:00		85%	0	85	85		8	8

Table 2.2: Daytime Event

Evening Event

2.9 Table 2.3 shows that an evening event for 50 people will generate a maximum of 38 total hourly trips, of which four will be car or taxi trips. A 100-person event will generate a maximum of 75 total hourly trips, of which seven will be car or taxi trips.

Scenario 1: 50 People	Profile		Total People			Total Vehicles		
	In	Out	In	Out	Total	In	Out	Total
18:00-19:00	75%		38	0	38	4		4
19:00-20:00	25%		13	0	13	1		1
22:00-23:00		56%	0	28	28		3	3
23:00-00:00		44%	0	22	22		2	2
Scenario 2: 100 People	Profile		Total People			Total Vehicles		
	In	Out	In	Out	Total	In	Out	Total
18:00-19:00	75%		75	0	75	7		7
19:00-20:00	25%		25	0	25	2		2
22:00-23:00		56%	0	56	56		5	5
23:00-00:00		44%	0	44	44		4	4

Table 2.3: Evening Event

Traffic Impact

2.10 The TS modelled the events space floor area as office use, as it will also operate as amenity space for the office users. Notwithstanding this, even if, as a worst-case it is assumed that the AM and PM peak hour TS development traffic flows (15 and eight, respectively) is combined with the total maximum arrivals (10 cars/taxis) and total maximum departures (nine cars/taxis) then the level of traffic generated would be a maximum 25 vehicle trips. This is not a significant level of traffic and will not have an impact on highway operation.

2.11 As with the TS, no assessment has been made of the baseline use of the site to provide a robust assessment.

3. Travel Plan: Event Measures

Event Attendees

3.1 The Travel Plan has been updated to include measures that can be used to manage trips associated with events. This includes the provision of information on local public transport routes, information on site parking arrangements (i.e. information on street controls and public car parks), and information on how to arrange a taxi. The updated Travel Plan is attached as Appendix A.

Servicing

3.2 It is expected that any event set up will occur prior to the start of the event and after the event has been completed. Event organisers will be provided with information on the location of loading bays that can be used during this period. This is covered in the updated Travel Plan in Appendix A.

3.3 The TS included the event floor space in the servicing trip generation assessment and therefore this element of the trip generation has already been allowed for.

Appendix A

Marlsbro House,
52-54 Newton Street, Manchester
Framework Travel Plan

260629/SK22608/FTP01(-02)

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Contents

		Page
1	Introduction	1
2	Travel Plan Process	1
3	Site Characteristics	4
4	Sustainable Connectivity	5
5	Management Structure	10
6	Measures Toolkit	10
7	Monitoring Plan	16
8	Action Plan	17

Project	Document	Rev	Description	Authorised by	Signed	Date
SK22608	FTP01	00	Working Draft	L Speers	LGS	09/04/2026
SK22608	FTP01	01	Updated SQM	L Speers	LGS	22/04/2026
SK22608	FTP01	02	Updated Events	L Speers	LGS	29/06/2026

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1 Introduction

2.1 SK Transport Planning Ltd (SK) has been instructed by ACLO Assets MH Limited to prepare a Framework Travel Plan for a planning application for the redevelopment of Marlsbro House on Newton Street in Manchester city centre. The location of the development is shown in Figure 1.1.

2.2 The proposal seeks to provide a mix of uses with creative, workspace and hospitality functions at the site. The development description is as follows:

"Change of use to bar and listening lounge (Sui Generis), recording studios and sound engineering rooms, restaurant, offices (Use Class E), amenity lounge and private event space (Sui Generis); together with external alterations including removal of existing render to all elevations; reinstatement of entrance archway on Newton Street, formation of new entrance archway to rear courtyard; roof alterations including external terraces; installation of covered structure within the rear courtyard to provide seating area associated with restaurant; new external staircase; new bin store; plant; and, associated works."

2.3 A Transport Statement (TS) has been prepared for the planning application and should be referred to for further information on the impact of the proposed development.

2.4 The Framework Travel Plan has been updated during consultation on the planning application to include measures to be used for events. All updates are highlighted.

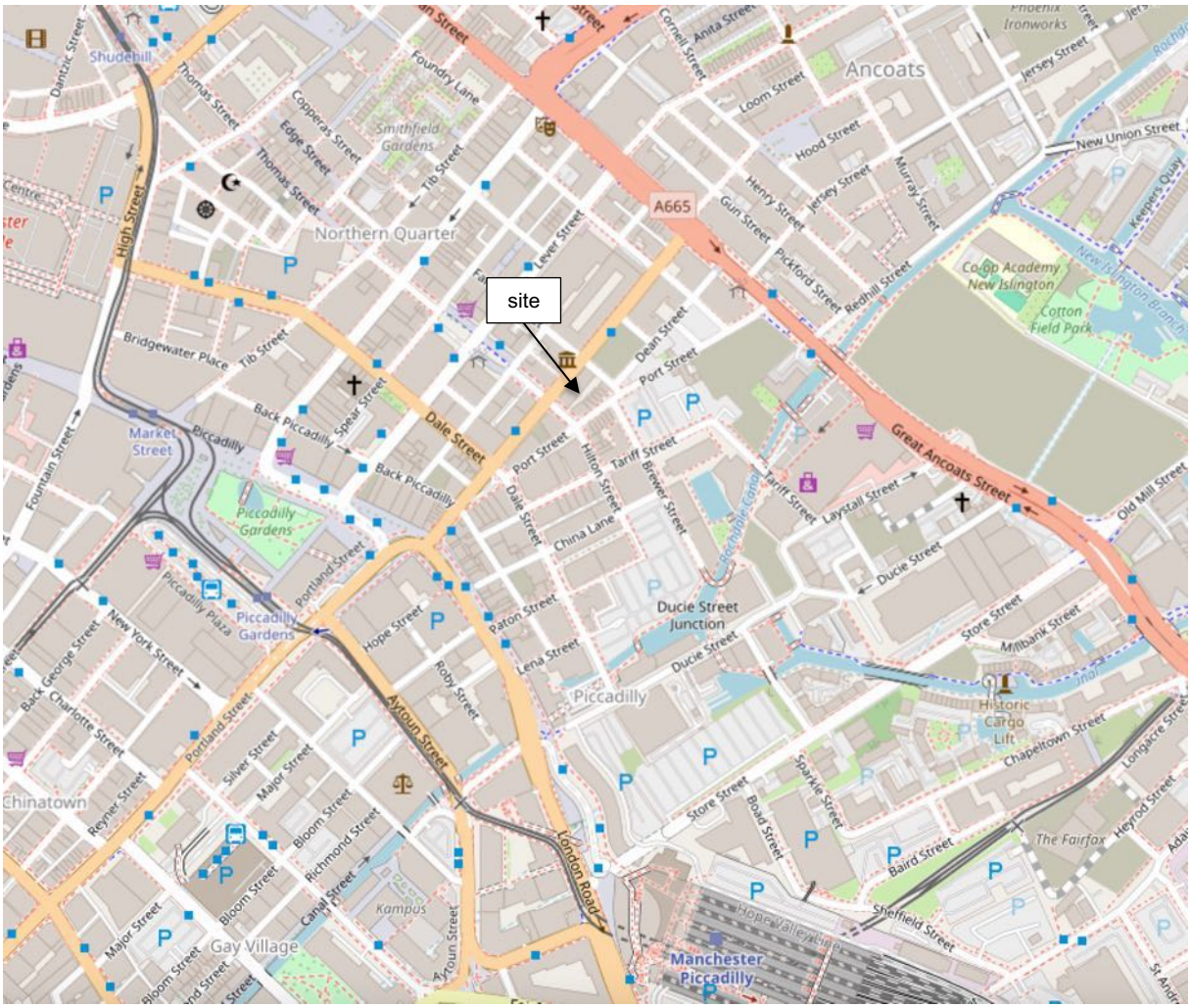


Figure 1.1: Site Location
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2 Travel Plan Process, Benefits & Objectives

Travel Plan Process

2.1 The Travel Plan has been prepared in line with the following guidance and best practice:

- Department for Transport (2007), Making Residential Travel Plans Works
- Department for Transport (2009), Good Practice Guidelines: Delivering Travel Plans through the Planning Process
- Ministry of Housing, Communities & Local Government (2025), National Planning Policy Framework
- Ministry of Housing, Communities & Local Government (2014), Planning Practice Guidance
- Greater Manchester Combined Authority (2024), Places for Everyone Joint Development Plan 2022 to 2039
- Transport for Greater Manchester (2013), Transport for Sustainable Communities
- Transport for Greater Manchester (2017), Greater Manchester Transport Strategy 2040

What is a Travel Plan?

2.2 The National Planning Policy Framework (NPPF) defines a Travel Plan as:

"A long-term management strategy for an organisation or site that details how agreed sustainable transport objectives are delivered, and which is monitored and regularly reviewed."[1]

2.3 This is further expanded in Planning Practice Guidance (PPG) which states that:

"Travel Plans are long-term management strategies for integrating proposals for sustainable travel into the planning process. They are based on evidence of the anticipated transport impacts of development and set measures to promote and encourage sustainable travel (such as promoting walking and cycling)."[2]

2.4 The Department for Transport (DfT) defines a Travel Plan as follows:

"A Travel Plan is a long-term management strategy for an occupier or site that seeks to deliver sustainable transport objectives through positive action and is articulated in a document that is regularly reviewed."

2.5 Transport for Greater Manchester (TfGM) supports the use of Travel Plans to improve the accessibility of a site, reduce traffic on the network, and improve health. TfGM states that Travel Plans can achieve the following benefits:

- "A reduction in car use (particularly for single occupancy trips) and increase travel by sustainable modes, namely active travel and public transport;
- A reduction in the impact of the generated traffic, both in the immediate neighbourhood and on the wider highway network;
- Safe access for pedestrians and cyclists; and
- A coordinated approach to developing and implementing realistic travel options."[3]

2.6 In summary a Travel Plan is a tool that sets out the strategy and management measures that will be used at a development to encourage and support people to consider choosing an alternative means of travel to the private car (particularly a single occupancy car trip). Targets are expected that relate to defined objectives. A Travel Plan is also a document that is regularly reviewed through a robust monitoring and reporting system.

[1] Ministry of Housing, Communities & Local Government (2025), National Planning Policy Framework
[2] Ministry of Housing, Communities & Local Government (2014), Planning Practice Guidance
[3] Transport for Greater Manchester (2013), Transport for Sustainable Communities: A Guide for Developers

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Travel Plan Pyramid

2.7 The Department of Transport (DfT) states that it is helpful to:

"… view the Travel Plan as a pyramid of measures and actions, some of which may form the foundations of the Travel Plan and part of which will be outcomes from the Transport Assessment."[4]

2.8 The DfT pyramid is shown in Figure 2.1.

2.9 At the bottom of the pyramid is the location of the Site and characteristics of access to the Site by all modes of travel. This is set out in Section 3 and 4 of the Plan.

2.10 At the next level the physical aspects of the Proposed Development are set out to allow acknowledgement of that some Travel Plan measures are built-in to the layout to influence travel. These measures include pedestrian arrangements, cycle parking provision and other infrastructure that will be delivered to serve the proposal. This information is as set out above in Section 1 and also in Section 6.

2.11 The remaining levels outline the management, promotion and *soft* measures that are to be adopted as part of the Travel Plan to reinforce the site location, infrastructure proposals and access opportunities. These are set out in Sections 5 and 6 of the Plan.

2.12 Section 7 sets out the monitoring plan which details how and when the Travel Plan will be reviewed. This includes how and when surveys will be undertaken, and the targets that will be set to meet the stated objectives.

2.13 Section 8 provides a summary of the actions identified in the Travel Plan along with timescales for implementation and funding details.

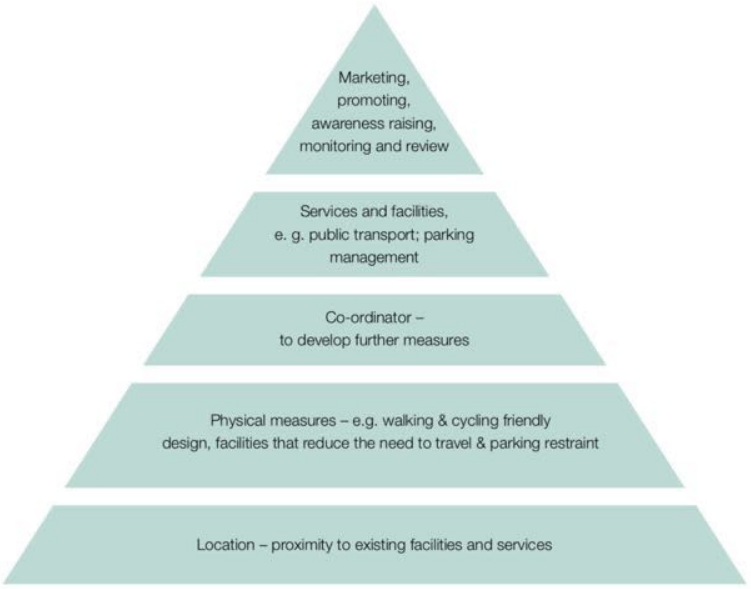


Figure 2.1: Travel Plan Pyramid
[source: Department for Transport]

Travel Plan Benefits

2.14 Travel Plans result in a variety of health, financial, environmental and site operation benefits, including:

- Promoting healthier lifestyles through increased physical activity and the use of active travel and public transport.

[4] Department for Transport (2007), Making Residential Travel Plans Work

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- Providing personal cost savings from using more cost-effective modes of travel and indirect and wider cost savings relating to reduced illness and reduced accident rates.
- Providing the opportunity to reduce the parking spaces required by a development, thereby cutting car parking costs in terms of provision and maintenance and enabling space to be reallocated for more beneficial uses.
- Reducing greenhouse gas emissions, climate change effects and air quality impacts.

Aims

2.15 The aims of the Travel Plan are to:

Aim 1:
To maximise trips by active/sustainable modes of travel.
Aim 2:
To reduce the number of single occupancy private car trips.

Objectives

2.16 The objectives of the Travel Plan are to:

Objective 1:
To adopt measures to meet the defined aims.
Objective 2:
To raise awareness of the travel choices available.
Objective 3:
To provide travel information packs to new staff.
Objective 4:
To periodically evaluate the transport patterns of staff.

3 Site Characteristics

Site Description

3.1 Marlsbro House is a Grade II listed building located in the Northern Quarter and Stevenson Square Conservation Area.

3.2 Marlsbro House was originally constructed around 1780 as a cotton mill and went under significant alterations in 1956. Recently the building has been occupied by many different operators, including a tattoo parlour, recording studio and karate dojo. The project team has advised that there are limited planning applications on MCC's portal and that the permitted use of the building is unknown. An application in the 1970s shows that permission was granted for the ground floor to be used for sale of sueded and leather garments that were manufactured in the rest of the building.

3.3 The building has six floors, including the ground floor and the basement. The total built floor area is 3,295.70sqm (GEA).

3.4 Building entrances are located on Newton Street, Hilton Street and Faraday Street. A rear yard is provided with access from Faraday Street. There is no car parking on site and service activity is focused on kerbside using the loading bays provided on Port Street.

Local Transport Network

3.5 In the vicinity of the site, Newton Street is a two-way 10.5m road with a 2.9m footway on the site frontage and 2.6m wide footway opposite.

3.6 Faraday Street meets Newton Street at a priority junction. In the vicinity of the site, Faraday Street has a carriageway width of 4m and a footway width of 0.8m (site side). Dropped kerbs are present at the junction of Faraday Street/Newton Street but no tactile paving.

3.7 Port Street routes to the east of the site from Hilton Street to Faraday Street. In the vicinity of the site, Port Street is between 5m-7m wide with 2m-3m wide footways on each side of the road. It

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meets Hilton Street at a priority junction with tactile paving and dropped kerbs. The junction of Faraday Street with Port Street has recently been reconstructed to widen the footway and create loading and parking bays on Port Street, and to provide cycle parking within the build-out. The arrangement also separates the Faraday Street junctions with Port Street and Dean Street which had previously been a single open junction area. A shared footway cycleway on the eastern side and sections of contraflow cycle lane allow cyclists to travel southbound on Port Street.

3.8 Hilton Street sits on the southern boundary of the site and it meets Newton Street at a four-arm signalised junction. On the site frontage, Hilton Street has a carriageway width of 7.7m and a footway width of 2.8m (site side) and is one-way westbound with a contraflow eastbound cycle lane. Controlled crossings are provided at the junction of Hilton Street and Newton Street.

3.9 Travelling south on Newton Street provides access to Dale Street and the A6 (Piccadilly). Controlled crossing facilities are provided at each junction. Travelling north on Newton Street provides access to the A665 (Great Ancoats Street) and controlled crossing facilities are in place.

Traffic Regulation Orders

3.10 The site sits in City Centre Parking Zone 2 where parking is controlled by double yellow lines and Pay & Display parking bays (two hour maximum duration).[5] A plan has been prepared that shows the Traffic Regulation Order (TRO) controls on the roads bounding the site and this is attached as Appendix B of the TS. A summary of the current TRO controls is provided below.

3.11 There are double yellow line controls on the kerbsides on all four bounding roads. Loading restrictions (single kerb blips) are in place on Newton Street prohibiting loading activity between 8am and 10am, and 4pm and 6pm. Loading is not permitted on Hilton Street on the site side, a loading bay was previously present outside the site but this was relocated to the southern end of Port Street as part of the cycle improvement scheme.

3.12 In the vicinity of the site on Newton Street 10 Pay & Display and a long loading bay are in place. Two further Pay & Display bays are provided on Newton Street to the south of the junction with Faraday Street.

3.13 On Port Street, Brewer Street and Tariff Street further Pay & Display parking bays are provided. Loading bays are provided on Port Street just to the south of the junction with Faraday Street and just to the north of the Hilton Street junction.

3.14 Blue Badge holders are permitted to park without charge and for unlimited duration in Pay & Display parking bays in the city centre. Existing bays in the vicinity of the site are shown in the plan in Appendix B of the TS.

4 Sustainable Connectivity

Active Travel Routes

4.1 Figure 4.1 shows the active travel network serving the site from the TfGM website.[6]

4.2 The key route into the building will be on the Newton Street and Hilton Street frontages. The footways on both these roads are over 2m wide. Controlled crossings are provided at the junction of Hilton Street/Newton Street and tactile paving/dropped kerbs are provided at the junction of Hilton Street/Port Street.

4.3 Controlled crossings are provided at key junctions on routes north and south of the site including:

- Newton Street/High Street
- Newton Street/Dale Street
- Newton Street/Piccadilly
- Newton Street/Great Ancoats Street

[5] https://www.manchester.gov.uk/info/500346/city_centre_parking/146/on-street_parking/3
[6] https://tfgm.pindarcreative.co.uk

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4.4 Figure 4.1 shows that the site relates well to the Greater Manchester Cycle Network. The streets surrounding the site are 20mph roads which provide a suitable environment for pedestrians and cyclists. Hilton Street, Port Street, Dale Street and Stevenson Square are defined as routes on the cycle network. To the north of the site access can be gained to cycle facilities on Great Ancoat Street and traffic free routes alongside the Rochdale Canal. The site is also located a short distance west of National Cycle Network Route 66.

4.5 Street cycle parking is provided across the city centre and the nearest stands to the site are located on Port Street and Tariff Street.

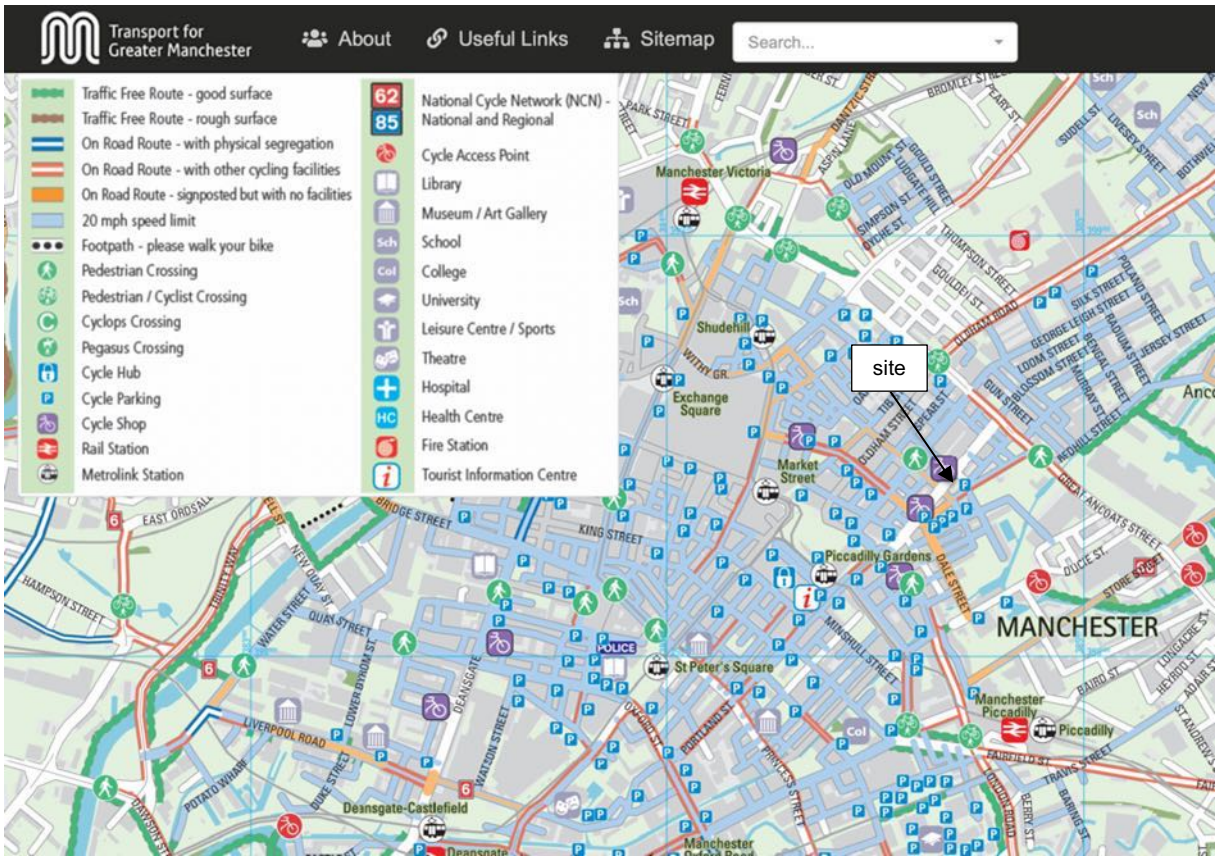


Figure 4.1: Active Travel Network
[source: Transport for Greater Manchester]

4.6 The Mapping GM website of Bee Network shows that Newton Street, Faraday Street, Houldsworth Street, Hilton Street and Stevenson Square are Bee Network Routes.[7] Recent Bee Network works (Northern Quarter Area 1) have been completed near to the site to make it more attractive for socialising, walking and cycling.

4.7 The site is also located within the Cycle Hire Scheme Zone.[8] Bikes are operated by Beryl and are available to hire via a dedicated phone app. The scheme provides pedal bikes and e-bikes across Manchester, Salford, and Trafford. The nearest bike docks to the site are located on Great Ancoats Street, Church Street and Dale Street.

4.8 As would be expected, given the city centre location of the site, the existing walking and cycling infrastructure provide opportunities for active trips to/from the site.

[7] https://mappinggm.org.uk/bee-network/
[8] https://beryl.cc/scheme/greater-manchester

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Public Transport Routes

4.9 Figure 4.2 shows TfGM's public transport network map for the local area.[9] This shows the location of public transport nodes, including operational bus stops and streets that operate as bus route corridors.

4.10 The nearest bus stops to the site are located on Lever Street (110m away), Great Ancoats Street (240m away), Oldham Street (250m away), and Piccadilly (350m away). Access can be gained to the Free Bus Routes 1 and 2 from Piccadilly.

4.11 The site is also located only 500m away from Piccadilly Gardens Interchange (trams and buses), 550m away from Shudehill Interchange (buses and trams) and 650m away from Piccadilly Station (trams and trains).

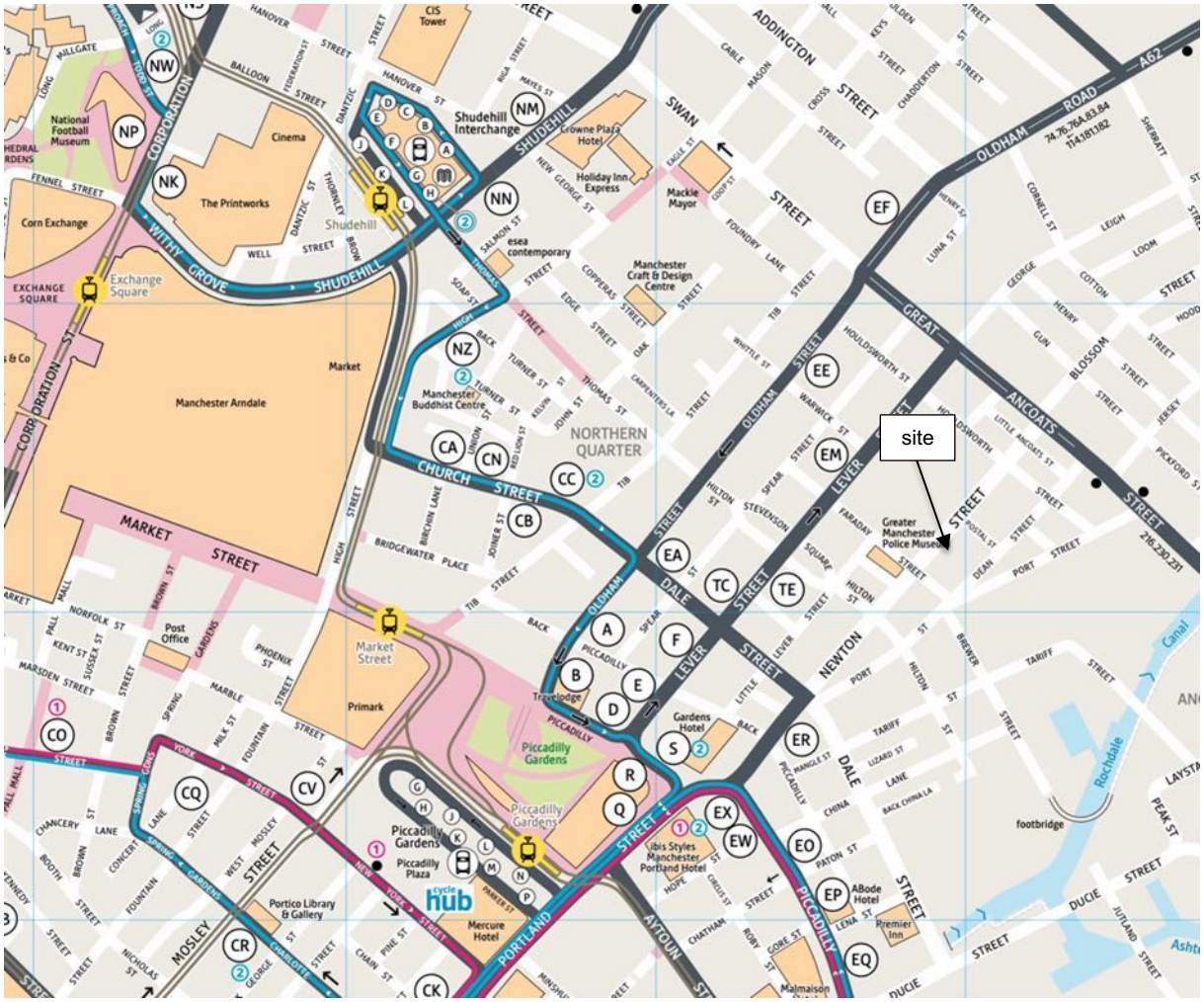


Figure 4.2: Public Transport Network
[source: Transport for Greater Manchester

Accessibility Assessment

4.12 Manual for Streets (MfS) states that "…walking offers the greatest potential to replace short car trips, particularly those under 2km."[10] Figure 4.3 shows the following:

- 800m – 10 minutes
- 1.2m - 15 minutes
- 2km – 25 minutes

[9] https//tfgm.com/maps
[10] Department for Transport *et al* (2007), Manual for Streets

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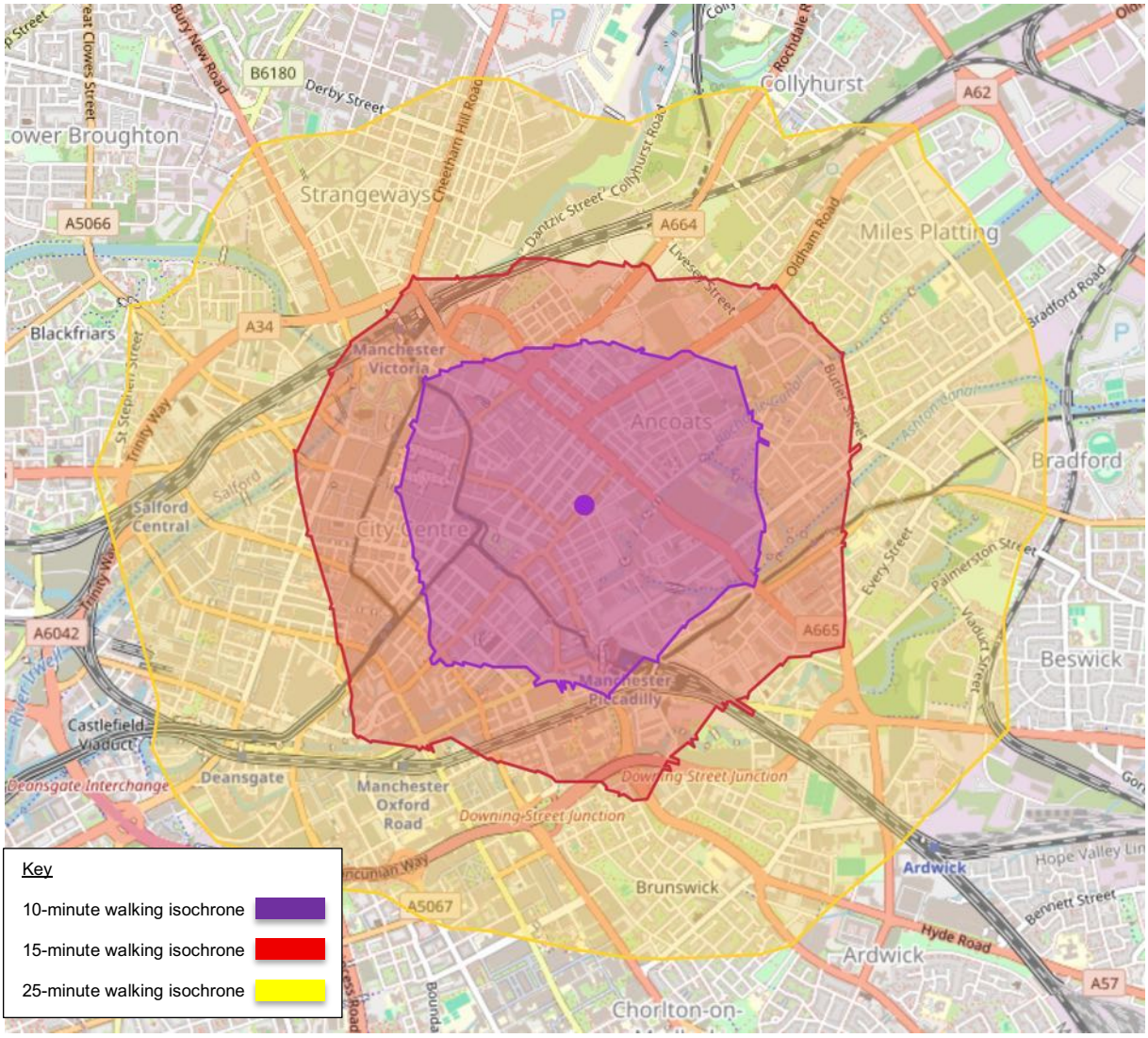


Figure 4.3: Walking Isochrones
[source: ISO4app and OpenStreetMap Foundation licensed under the Open Database License]

4.13 Figure 4.3 shows that the site is within a 10-minute walk of Piccadilly Gardens, Market Street, Shudehill, New Cross, Ancoats, the Northern Quarter and the Manchester Arndale. It is within a 15-minute walk of China Town, Victoria, Exchange Square, The Village, King Street and Deansgate. The site is within a 25-minute walk the Oxford Road Corridor, Salford Central and Castlefield.

4.14 LTN1/20 advises that the majority of cycling trips are 5 miles (8km) in length and that this is a distance that is achievable for most people.[11] The Walk Wheel Cycle Trust (formerly Sustrans) state, that as a general rule of thumb, a distance of 8km represents a 30-minute cycle time.[12] A 15-minute cycle time has also been considered, which The Walk Wheel Cycle Trust states that this represents a circa 3.5km distance based on an average cycle speed of 14kph.[13] Figure 4.4 shows 15-minute and 30-minute cycle isochrones.

4.15 Figure 4.4 shows that all of the city centre, central areas of Salford, Salford Quays, Rusholme, Openshaw and Cheetham Hill are within a 15-minute cycle. Within 30-minutes access can be gained to Stretford, Eccles, Prestwich, Droylsden, Chorlton and Didsbury.

[11] Department for Transport (2020), Cycle Infrastructure Design (LTN1/20)
[12] https://www.sustrans.org.uk/our-blog/get-active/how-to-start-cycling-to-work/
[13] Sustrans (2019), Transforming Cities – The Potential of Everyday Cycling

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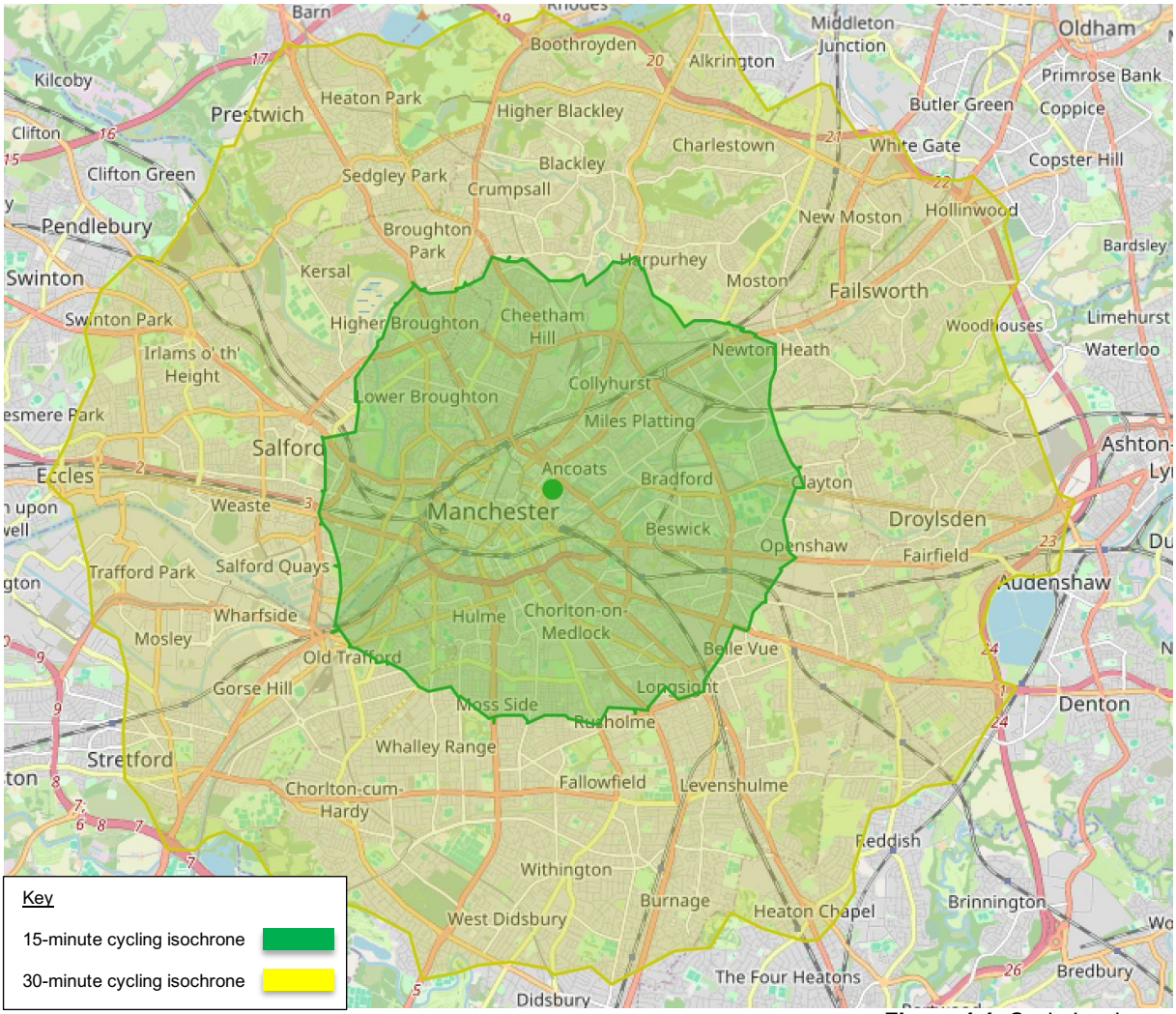


Figure 4.4: Cycle Isochrone
[source: ISO4app and OpenStreetMap Foundation licensed under the Open Database License]

4.16 A Greater Manchester Accessibility Level (GMAL) calculation has been undertaken for the site. A GMAL is calculated using the interactive tool managed and maintained by TfGM.[14] This tool measures accessibility by public transport of a point of interest and provides a rate between 1 and 8, where 1 is a poor level of accessibility and 8 is an exceptional level of accessibility usually found in the city centre.

4.17 The site has a GMAL of 8 (score: 104. 5), which is an exceptional level of accessibility by public transport as would be expected of a site located close to major interchanges serving the city centre.

4.18 The assessment confirms that the site is well located for active and sustainable trip making, both for staff travelling to/from work and for the hospitality uses at the site to serve people working and living in and visiting the city centre.

[14] https://www.gmtu.gov.uk/gmbusroute/GMAL%20Calculation%20Guide.pdf

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5 Management Structure

Applicant Responsibilities

5.1 An effective Travel Plan needs a clear hierarchy of responsibility. The applicant has been closely involved in the development of the Travel Plan and is committed to its implementation. The ultimate responsibility for the Travel Plan is with the applicant.

5.2 The applicant will be responsible for the following:

- Management of the cycle parking areas.
- Funding for the Travel Plan measures.
- Supporting the Travel Plan Co-ordinator.
- Promoting sustainable travel to operators.

5.3 The applicant will identify a Travel Plan Co-ordinator for the site prior to occupation of the development.

Travel Plan Co-ordinator

5.4 Travel Plan Co-ordinators play an important role in developing, managing, and promoting Travel Plans. The Travel Plan Co-ordinator will be responsible for the day-to-day running of the Travel Plan and will also develop, implement, market, and monitor the Travel Plan's effectiveness.

5.5 In summary, the Travel Plan Co-ordinator's main responsibilities are:

- Implementing the Plan measures.
- Providing a point of contact for operators, staff, and the Council.
- Publicising and raising awareness of local and national initiatives.
- Preparing and issuing the travel packs for new staff.
- Providing regular updates on any changes to local services.
- Monitoring and surveying staff travel patterns.
- Periodically reporting to the Council.

Handover Arrangements

5.6 Should the interest in the site be sold, the responsibility for the Travel Plan implementation will transfer to the successor in title. If this should be the case, then full contact details of the new Site operator and the new Travel Plan Co-ordinator will be provided to the Council within three months to allow the Travel Plan to continue uninterrupted.

6 Measures Toolkit

Infrastructure Measures

6.1 The proposal seeks to provide a mix of uses with creative, workspace and hospitality functions at the site. The development description is as follows:

"Change of use to bar and listening lounge (Sui Generis), recording studios and sound engineering rooms, restaurant, offices (Use Class E), amenity lounge and private event space (Sui Generis); together with external alterations including removal of existing render to all elevations; reinstatement of entrance archway on Newton Street, formation of new entrance archway to rear courtyard; roof alterations including external terraces; installation of covered structure within the rear courtyard to provide seating area associated with restaurant; new external staircase; new bin store; plant; and, associated works."

6.2 The total building floor area following the development will be 3,285.80sqm (GEA).

6.3 The following uses are proposed within the building:

- Office Areas: 2,036sqm
- Restaurant Areas: 335sqm

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- Bar Areas: 291sqm
- Recording Areas: 128sqm

6.4 External areas are also proposed including the courtyard (249sqm) and roof terrace (33.30sqm).

6.5 The basement will be a bar and listening lounge that will be open to the public. The basement will accommodate a recording studio, sound engineer room, and ancillary office space. Access to the basement is via Hilton Street.

6.6 The main use of the ground floor will be the restaurant. There will also be amenity lounge/coworking lounge space that can be used by those with membership scheme associated with the office space. The main entrance to the building will also be at ground floor from Newton Street. Access will also be established to the rear courtyard which will be covered for use by the restaurant. The courtyard space will be accessible directly from Faraday Street.

6.7 The first to third floor will be used as office space with ancillary meeting rooms and lounge areas. The fourth floor will be a private members' bar/event space area for use/hire by those with office space membership, including the roof terrace.

6.8 The applicant will fund the resurfacing of footways bounding the site and introduction of tactile paving and dropped kerbs at the junctions of Newton Street/Faraday Street and Faraday Street/Port Street. These works will be delivered by Section 278 Agreement.

6.9 Cycle parking will be provided in a covered store in the courtyard in line with MCC's adopted parking standards.[15] The standards are replicated below, including a calculation of the cycle parking spaces required by policy standards.

- Office/Recording: 1 per 200sqm = 12 spaces
- Bar/Restaurant: 1 per 50sqm = 13 spaces

6.10 There is no adopted standard for the recording studio, so the policy standard requirement has been determined with reference to the office standard (one space). By policy standards a total of 25 spaces is required.

6.11 The development provides a total of 27 spaces, in excess of policy standards to allow space for visitors. Further visitor cycle parking is already in place in the area at the junction of Port Street/Faraday Street (six spaces).

6.12 Showers and changing facilities are provided in the basement.

6.13 In line with current site arrangements, no site car parking is proposed to serve the development. This is in line with Policy T2 of MCC's Core Strategy which states that developments in the city centre should:

"… provide a level of car parking which reflects the highly accessible nature of the location."[16]

6.14 The assessment confirms that the site occupies a highly sustainable location. The location of the site is such that staff and visitors are unlikely to use a car to access the site. Given this the development is considered suitable for car free development. The existing TRO in the city centre remove opportunities for overspill parking on street.

6.15 Blue Badge holders are permitted to park without charge and for unlimited duration in Pay & Display parking bays. The assessment shows that there are numerous Pay & Display parking bays a short distance from the site that can be used by Blue Badge holders. The nearest Pay & Display parking spaces are shown on the plan in Appendix B of the TS.

6.16 The refuse store is located in the courtyard. The number of bins proposed to serve the development has been calculated with reference to MCC's GD04 and BS5906. Details of the waste generation and bin number calculation is provided in the Design & Access Statement.

[15] Manchester City Council (2012), Core Strategy
[16] Manchester City Council (2012), Core Strategy

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6.17 As a commercial use, bins will be collected by private contract. Refuse vehicles will use the existing loading bay on Port Street (25m from the courtyard). Refuse operatives will collect bins from the store, take them to the waiting vehicle for emptying and then will return them to the store. Other deliveries will use the loading bays on Port Street and Newton Street, in line with arrangements for commercial premises in the local area. The location of the loading bays is shown on the plan in Appendix B of the TS.

Communication Measures

6.18 The measures set out in the Travel Plan will be continually and clearly communicated to staff to maximise effectiveness and encourage greater levels of take-up. This will be achieved by providing individual operators with information via the communications strategy.

6.19 The communications strategy is a vital component of the Travel Plan as it will be used to ensure that staff are aware of the travel options and initiatives available to them and will be the means of communicating the progress of the Plan. The Travel Plan Co-ordinator will be responsible for marketing and promoting the Travel Plan and providing and disseminating information to staff.

6.20 Table 6.1 shows the measures that will be used in the communications strategy.

Initiative	Description
Travel Packs	Preparation and issue of travel packs for staff.
Journey Planning Software	Provision of information on journey planning software.

Table 6.1: Communications Initiatives

6.21 The travel packs will be issued to operators so that they can be provided to site staff before they start at work. The travel packs will contain the following types of information:

1. Information on on-line and phone app journey planning software.
2. Information on cycle and walking routes.
3. Information on bus/tram routes and frequencies.
4. Information on bus/tram ticketing arrangements.
5. Public and cycling route maps.
6. Details of any site or local travel campaigns/initiatives.

6.22 The Travel Plan Co-ordinator will be responsible for making sure the travel packs are kept up to date.

6.23 The following resources will be promoted for use by staff via the travel packs:

- TfGM journey planning software[17]
- Bee Active School Run software[18]
- Plot A Route walking route software[19]
- Public transport maps[20]
- Active Travel route software[21]
- Walking and cycling route maps[22]
- Links to Google Play[23] and Apple Store[24] Bee Network app

[17] https://tfgm.com/plan-a-journey
[18] https://beeactive.tfgm.com/the-school-run/
[19] https://www.plotaroute.com
[20] https://tfgm.com/maps
[21] https://beeactive.tfgm.com
[22] https://tfgm.pindarcreative.co.uk
[23] https://play.google.com/store/apps/details?id=com.tfgm.beenetwork
[24] https://apps.apple.com/gb/app/bee-network/id1669705230

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Active Travel Measures

6.24 Table 6.2 summarises the active travel measures that will be adopted in the Travel Plan.

Initiative	Description
Active Travel Benefits	The Travel Plan Co-ordinator will promote the benefits of walking and cycling using the communications strategy.
Local Route Awareness	The Travel Plan Co-ordinator will provide information via the communications strategy on active travel routes.
Safety Tips	The Travel Plan Co-ordinator will provide information via the communications strategy on walking and cycling safety tips.
Cycle Training	The Travel Plan Co-ordinator will provide information on TfGM's cycle training scheme to staff.

Table 6.2: Active Travel Initiatives

6.25 Active travel provides the following benefits:

- **Builds activity into daily routines.**
  Helps to meet the government guidelines which recommend that adults should get at least 150 minutes of moderate activity per week.
- **Boost mental health and wellbeing.**
  According to the Mental Health Foundation physical activity increases mental alertness and helps to reduce stress and anxiety.
- **Fewer cars equal cleaner air.**
  Five times higher pollution levels in a car than walking or on a bike.
- **Feeling ready to start the day.**
  People who walk and cycle arrive more relaxed and alert than those who travel by car.

6.26 The Travel Plan Co-ordinator will provide information on the benefits of active travel and raise awareness of the routes available via the travel pack.

6.27 The Travel Plan Co-ordinator will provide walking and cycling safety tips by providing staff with resources provided by TfGM[25], GMWalking[26], Walk Wheel Cycle Trust[27] and Cycling UK[28] in the travel packs.

6.28 TfGM provides cycle training sessions for adults and this scheme will be promoted to staff.[29]

Public Transport Measures

6.29 Table 6.3 shows the measures that will be used to encourage site users to travel more actively.

Initiative	Description
Local Route Awareness	The Travel Plan Co-ordinator will provide information via the communications strategy on public transport routes and services.
Ticketing Arrangements	The Travel Plan Co-ordinator will ensure that staff are aware of TfGM ticketing arrangements.
Regular Review	The Travel Plan Co-ordinator will regularly review the TfGM database so that any service changes can be relayed to staff.

Table 6.3: Public Transport Initiatives

6.30 The Travel Plan Co-ordinator will provide information on local public transport routes to staff via the travel packs.

[25] https://beeactive.tfgm.com
[26] https://gmwalking.co.uk
[27] https://www.walkwheelcycletrust.org.uk
[28] www.cyclinguk.org/
[29] https://beeactive.tfgm.com/cycling/courses-and-bike-maintenance/

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6.31 The Travel Plan Co-ordinator will make sure that all staff are aware of ticketing arrangements available using information from TfGM ticketing information.[30] This information will be provided in the travel packs. For example, the following ticketing incentives are currently offered in Greater Manchester:

- Bus Travel[31]
  The Bee Bus single hopper ticket costs £2 for adults. This ticket can only be bought on the bus. The hopper can be used for a single trip and can be used on multiple bus services within 60 minutes of purchase.
  A 7-day Bee Bus ticket costs £20 for adults. This can be bought via the Bee Network app, on the bus, at an information/ticket office or online with a smart card.
- Tram Travel[32]
  The Clipper ticket provides 10 days' travel for the price of 9 with journeys that can be taken over 56 days.
  Weekly Contactless is capped at £31 even if you travel in all zones.

6.32 The Travel Plan Co-ordinator will ensure that all information resources are kept up to date and will alert operators of any major service changes so that the information can be provided to staff.

Sustainable Car Measures

6.33 Table 6.4 shows the measures that will be used to sustainable vehicle use.

Initiative	Description
Car Share Benefits	The Travel Plan Co-ordinator will promote the benefits of car sharing to staff
Car Share Database	The Travel Plan Co-ordinator will provide information on LiftShare to staff.

Table 6.4: Sustainable Car Initiatives

6.34 Car Sharing will be promoted as an alternative to single and low occupancy car trips. Car Sharing is a very effective way of reducing traffic and parking demand associated with a development. It also has the benefits of saving people money and allowing people to get to know each other. These benefits will be advertised to staff via the travel packs.

6.35 The Travel Plan Co-ordinator will include information on LiftShare in the travel packs.[33]

Event Measures

6.36 The fourth floor includes 249sqm of space that will generally be used as office user amenity and also can be hired for events by the office users. The space has capacity for 100 people.

6.37 Table 6.5 shows the measures that will be used to support sustainable trip making by event attendees.

[30] https://tfgm.com/tickets-and-passes/find-a-ticket
[31] https://tfgm.com/get-on-board
[32] https://tfgm.com/tickets-and-passes/ways-to-pay/smart-card
[33] https://liftshare.com/uk

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Initiative	Description
Travel Packs	The Travel Plan Co-ordinator will provide event organiser with a short travel pack setting out sustainable transport options and information on car parking arrangements.
Servicing	The Travel Plan Co-ordinator will provide the event organiser with details of the locations of loading bays and information on how access can be gained to the site for set up.

Table 6.5: Event Initiatives

6.38 The Travel Plan Co-ordinator will prepare a short travel pack that can be given to the event organiser to distribute to event attendees. The travel pack will contain similar information to the staff travel packs, such as:

1. Information on on-line and phone app journey planning software.
2. Information on cycle and walking routes.
3. Information on bus/tram routes and frequencies.
4. Public and cycling route maps.
5. Information on street parking controls and locations of public car parks.
6. Information on local taxi companies and building postcode for Uber bookings.

6.39 The Travel Plan Co-ordinator will provide the event organiser with information on the location of the loading bays that can be used by any servicing vehicles and details of how access can be gained to the event space to set up and clear away.

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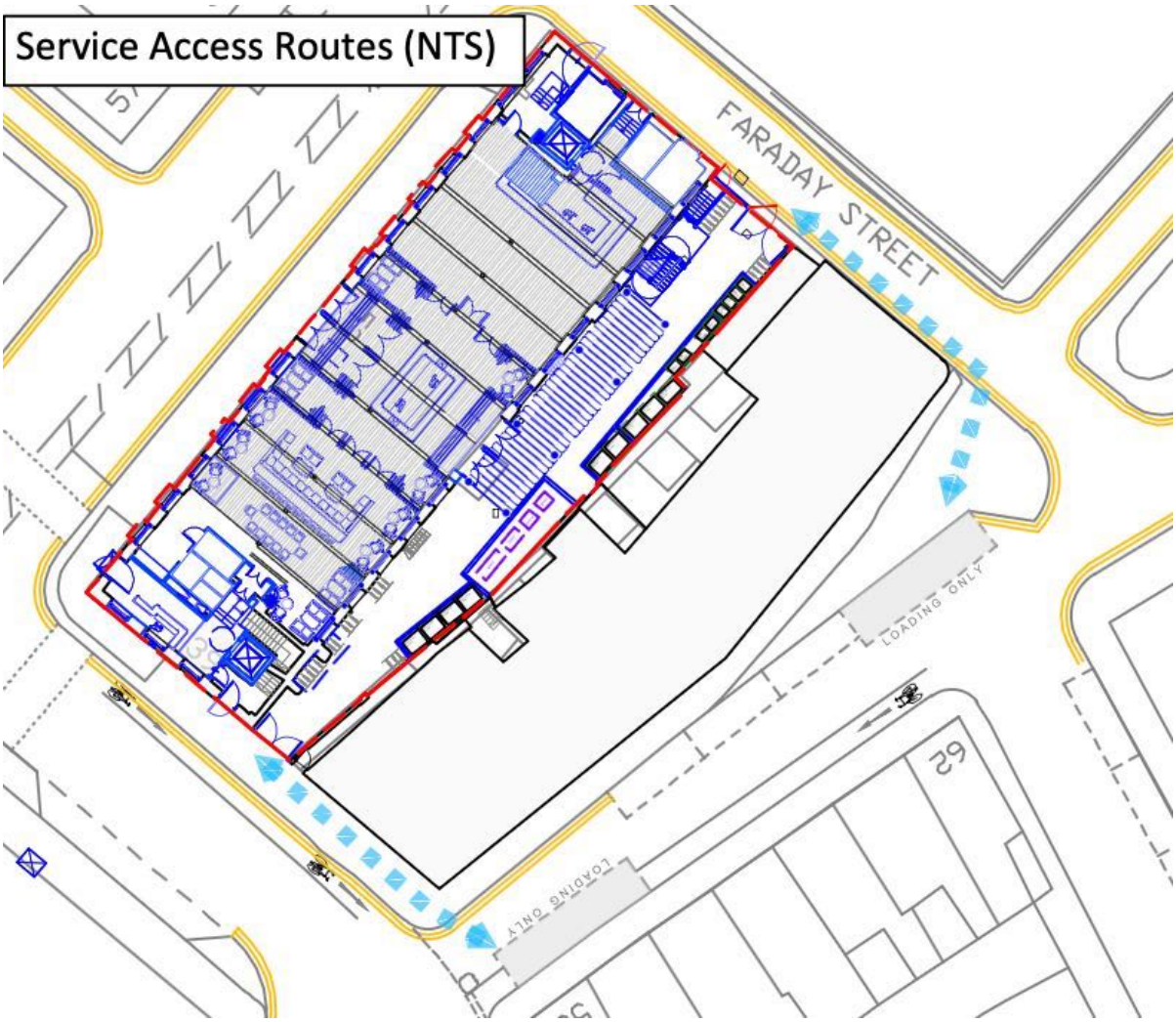


Figure 6.1: Loading Bay Locations

7 Monitoring Plan

Baseline Travel Patterns

7.1 Staff travel surveys will be undertaken within three months of occupation of the Proposed Development to establish baseline travel patterns. The Travel Plan Co-ordinator will provide individual operators with a link to a web based survey form that they can distribute to staff via email.

7.2 For the time being, the commuter mode share data from the City Centre Transport Strategy[34] has been used.

Mode	Share
Walk	13%
Cycle	2%
Public Transport	64%
Car Driver + Passenger	21%

Table 7.1: Baseline Mode Share

[34] https://www.manchester.gov.uk/__data/assets/file/0017/125090/full_transport_strategy_document.pdf

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Travel Plan Update

7.3 Once the surveys have been completed the Travel Plan will be updated and the updated report submitted to the Council within six months of occupation of the development.

Monitoring Travel Surveys

7.4 Monitoring travel patterns is an important tool in measuring the progress of the Travel Plan and success of the Plan in terms of meeting the declared objectives and targets.

7.5 Monitoring travel surveys will be undertaken biennially using the same methods as set out for the baseline travel surveys. Travel patterns will be monitored for a period of five-years, including the baseline surveys.

Monitoring Reports

7.6 Following each monitoring survey period, a short monitoring report will be issued to the Council for discussion. The monitoring report will be issued within three months of completion of each survey period.

7.7 The results of each monitoring period will be used to review progress against the target mode shares.

Monitoring Strategy Summary

7.8 Table 7.2 provides a summary of the monitoring mechanisms that will be used as part of the Travel Plan.

Exercise	Key Information	Frequency	Responsibility
Baseline Surveys	Data to be used to establish baseline trip patterns	Within 3 months of occupation	Travel Plan Co-ordinator
Update Travel Plan	Set out mode share, targets, and any changes proposed to the Plan	Within 6 months of occupation	Travel Plan Co-ordinator
Monitoring Surveys	Data to be used to establish progress of the Plan and review success of measures	Every 2 years	Travel Plan Co-ordinator
Preparation of Monitoring Report	Set out mode share, targets, and any changes proposed to the Plan	3 month after each survey end	Travel Plan Co-ordinator

Table 7.2: Monitoring Plan

Targets

7.9 Targets are measurable goals against which the progress of the Travel Plan can be assessed. Targets should be SMART – Specific, Measurable, Achievable, Realistic and Time-Related.

7.10 SMART targets will be set in the updated version of the Travel Plan once the baseline surveys have been undertaken. For the time being, a preliminary staff target of 5% reduction in single occupancy car trips has been set.

7.11 The targets for the site will be reviewed and fully confirmed once the baseline travel surveys have been undertaken.

8 Action Plan

8.1 The Action Plan summarises the measures set out in the Travel Plan, who will be responsible for delivering them and target timescales.

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Theme	Element	Responsibility	Timescales
Management	Appoint Travel Plan Co-ordinator	Applicant	Prior to occupation
	Support & Provide Funding	Applicant	On-going
Monitoring	Baseline Surveys	Travel Plan Co-ordinator	Within 3 months of occupation
	Update Travel Plan	Travel Plan Co-ordinator	Within 6 months of occupation
	Monitoring Surveys	Travel Plan Co-ordinator	Every 2 years
	Monitoring Reports	Travel Plan Co-ordinator	Within 3 months of survey
	Staff Travel Packs	Travel Plan Co-ordinator	On occupation with periodic updates, as required
Infrastructure	Consented Infrastructure	Applicant	On occupation
Active Travel	Promote Benefits, Safety Tips & Route Awareness	Travel Plan Co-ordinator	On occupation with periodic updates, as required
	Promote TfGM Cycle Training	Travel Plan Co-ordinator	On occupation with periodic updates, as required
Public Transport	Promote Safety Tips & Route Awareness	Travel Plan Co-ordinator	On occupation with periodic updates, as required
	Ticketing Arrangements	Travel Plan Co-ordinator	On occupation with periodic updates, as required
	Regular Review	Travel Plan Co-ordinator	Periodically in line with any service changes
Sustainable Car	Promote LiftShare	Travel Plan Co-ordinator	On occupation with periodic updates, as required
	Promote Car Sharing Benefits	Travel Plan Co-ordinator	On occupation with periodic updates, as required
Events	Travel Pack	Travel Plan Co-ordinator	On occupation with periodic updates, as required
	Servicing Arrangements	Travel Plan Co-ordinator	On occupation with periodic updates, as required

Table 8.1: Action Plan

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