



New Islington Free School  
Framework Travel Plan

Report





# New Islington Free School Framework Travel Plan

Report

JMP Consultants Limited  
Blackfriars House  
Parsonage  
Manchester  
M3 2JA

T 0161 831 5600  
F 0161 831 5601  
E manchester@jmp.co.uk

[www.jmp.co.uk](http://www.jmp.co.uk)

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Prepared by Michael Raynor

Verified Jonathan Parsons

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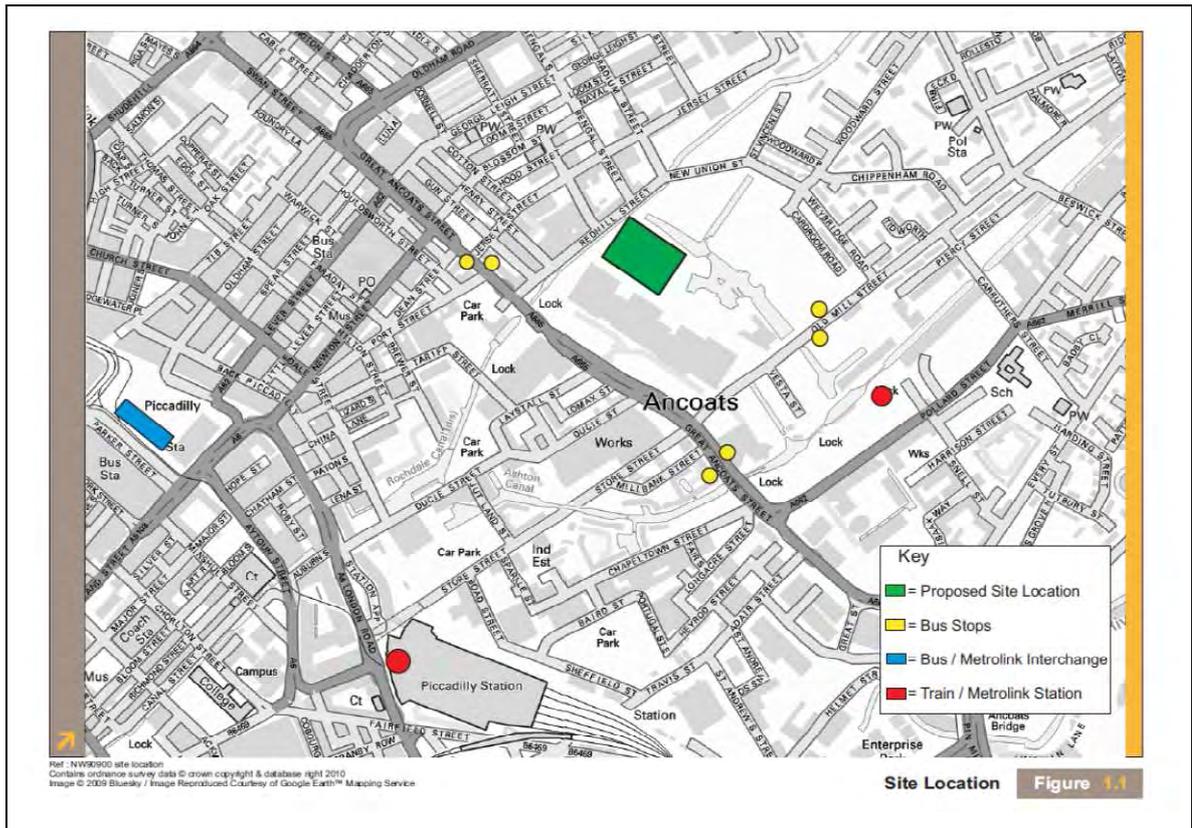
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# 1 Introduction

## Background

- 1.1 JMP Consultants Ltd [JMP] has been commissioned by ISG Plc to produce a Framework Travel Plan associated with a planning application for a proposed free school in New Islington, Ancoats.
- 1.2 The site location plan is shown in **Figure 1.1**.

**Figure 1.1 Site Location Plan**



- 1.3 The site is located in New Islington, 0.8 miles (1.2km) north-northeast of Manchester City Centre. The site is bounded by Rochdale Canal to the north and west and Cotton Field eco-park to the east of the site. The proposed vehicular access to the site is via an existing entrance road, which runs adjacent to the south of the site; under the proposals this will be retained and upgraded.
- 1.4 This Travel Plan relates to a planning application in support of the following development quantum:
  - A new free primary school for children aged 4-11;
  - 14 classrooms from reception to Year 6 (two for each academic year);
  - ICT suite and informal learning spaces;
  - Hard and soft outdoor play areas; and
  - Associated car and cycle parking facilities.

## Travel Plan Approach

- 1.5 Travel plans are an increasingly important tool in order to facilitate sustainable development. Together with transport assessments, they provide the mechanism for assessing and managing access to sites.
- 1.6 The benefits of a travel plan will include an increased choice of transport mode, reduced journey times and money savings for residents and visitors. The local environment will benefit from improved air quality, and less congestion and noise.
- 1.7 Developing and implementing a travel plan should be a dynamic process, subject to a continuous cycle of action monitoring review. To help give it direction and focus, it is important to set out objectives and targets for both the developer and the occupiers.

## Scope of the Report

- 1.8 This travel plan has been produced in 7 sections including this introduction.
- 1.9 **Section 2** details the development proposals.
- 1.10 The policy background to this travel plan is highlighted in **Section 3**.
- 1.11 **Section 4** provides an overview of the existing conditions at the site.
- 1.12 The Travel Plan objectives and measures are identified in **Section 5**.
- 1.13 **Section 6** discusses the management, development and monitoring of the Travel Plan.
- 1.14 The Travel Plan conclusions are presented in **Section 7**.

## 2 Policy Context

### Overview

- 2.1 This section of the report looks at the principles of the development proposal within the context of the relevant transport and planning policy at national and local levels. It sets a framework within which development should be delivered, with the promotion of sustainable modes over single occupancy use of the private car.

### National Policy

- 2.2 The National Planning Policy Framework [NPPF] identifies that travel plans are a key facilitator in ensuring that new developments encourage the use of sustainable travel modes for the movement of goods and people.
- 2.3 The NPPF states that local planning authorities should support development that encourages the use of sustainable transport modes. This is especially the case with developments generating significant movements, where the need to travel should be minimised and the opportunities to use sustainable transport modes should be maximised.
- 2.4 New developments should be located and designed so that cycling and pedestrian movements should be prioritised and there is access to a high frequency public transport service.
- 2.5 Planning policies for large scale developments should promote a mixture of land uses to reduce journey lengths to key sites of employment, education, retail and leisure.

### DfT Guidance: Making Residential Travel plans Work: Good Practice Guidelines for New Development

- 2.6 This guidance highlights the fact that travel planning to date has largely focused on the development of destination travel plans, which are generally designed to reduce car use to a specific destination – such as a workplace, school or visitor attraction. As such, being originated by the employer, the school or the attraction itself, in partnership with others such as the local authority and public transport operators, destination travel plans focus mainly on a particular journey purpose.
- 2.7 In contrast, the guidelines state that a residential travel plan is concerned with journeys made from a single origin (home) to multiple and changing destinations. It is stated that this crucial difference raises a number of issues and explains the need for specific good practice advice, though many aspects of good practice in developing destination travel plans are likely to apply to residential travel plans.
- 2.8 The guidance states the key differences between the origin-based residential travel plans and destination travel plans as follows:
- The pattern of journeys originating at home is more varied, with residents having multiple destinations and different needs and travel choices over time. This is a crucial difference compared with destination-based plans which normally only deal with a single journey purpose (e.g. access to work); and

- An ongoing management organisation and structure for the travel plan needs to be put in place, as there is often no single company or institution to provide continuity and a common point of interest for residents.
- 2.9 The guidance states how travel planning for residential development has potential to help achieve more sustainable communities by improving their accessibility. It states how new housing development is normally characterised by high car trip generation. However, it puts forward that better choices about the location and density of new housing, combined with the increased use of residential travel plans, should deliver a real impact on travel patterns and aid progress towards sustainable transport and land use objectives.
- 2.10 A range of issues are highlighted as being relevant to residential travel plans, including social exclusion, accessibility, regeneration, safety, the provision of affordable housing and sustainability. It is therefore not surprising that the guidance indicates that residential travel plans are likely to cut across a wider range of policies and interests than workplace travel plans, and an integrated policy approach will be an essential component of success.

## Local Policy

### Greater Manchester's Third Local Transport Plan 2011/12 – 2015/16

- 2.11 The Greater Manchester Third Local Transport Plan [LTP] was developed by Transport for Greater Manchester [TfGM] in 2011 and encompasses the entire Greater Manchester area. The document provides a plan of how local transport will be developed and improved within the Greater Manchester area over the period 2011 to 2016.
- 2.12 Greater Manchester is an important driver of economic development within the region, accounting for 40% of the North West's total productivity. An extensive, safe, integrated transport network is therefore essential to support and encourage economic development within the region; the LTP therefore contains both a long term strategy and short-term implementation plan to ensure this development continues and is undertaken in the most suitable way.
- 2.13 One of the key objectives in relation to sustainable development is identified as:
- “developing an integrated approach to the transport network and travel demand management that helps to support lower carbon travel across Greater Manchester”*  
(Page 12)
- 2.14 This will, in part, be achieved through supporting the development of travel plans and encouraging travel by more sustainable modes by informing users of the range of options available to access.
- 2.15 Transport for Greater Manchester [TfGM] recognise that improving infrastructure for public transport, walking and cycling alone will not encourage a significant enough change in the use of these modes. Therefore, TfGM seeks to promote active travel to encourage a step change in the levels of walking, cycling and public transport patronage in addition to developing infrastructure for these modes.
- 2.16 LTP3 measures are implemented to promote these mode choices as a favourable alternative to the private car. The measures focus on increasing walking, cycling and bus travel for shorter journeys and bus, tram and train travel for longer journeys.

- 2.17 TfGM have developed a website providing advice for developing and implementing travel plans and finding 'smarter ways to travel'. Focussing on walking, cycling and public transport, the website provides maps, timetables, online journey planning tools and advice ranging from general tips to details of schemes for individuals to join (such as a cycle parking scheme). The website also provides details of a car sharing scheme within Manchester.
- 2.18 The 'Smarter Choices' strategy is intended in the long term to influence a shift in travel behaviour across Greater Manchester, encourage a greater number of trips by sustainable modes and improve public health across the city. The strategy focuses on four different types of journey:
- Journeys to work where alternate modes are available;
  - Local journeys from home to school or shops;
  - Journeys to local district centres;
  - Journeys to regional centres of employment and retailing.

#### **City of Manchester Core Strategy**

- 2.19 The City of Manchester Core Strategy was adopted in July 2012. The following policies are relevant in considering the application proposals:

#### **Policy T 1 - Sustainable Transport**

- 2.20 To deliver a sustainable, high quality, integrated transport system to encourage modal shift away from car travel to public transport, cycling and walking, to support the needs of residents and businesses and to prepare for carbon free modes of transport, the Council will support proposals that:
- Promote regeneration and economic vitality by relieving traffic congestion and improving access to jobs and services, particularly for those in need and for those without a car;
  - Improve access to transport services and facilities in order to enable disabled people and people with mobility impairments to participate fully in public life;
  - Improve pedestrian routes and the pedestrian environment;
  - Would reduce the negative impacts of road traffic, for example, congestion, air pollution and road accident casualties.
- 2.21 Take account of the needs of road users according to a broad hierarchy consisting of, in order of priority:
- Pedestrians and disabled people;
  - Cyclists, public transport;
  - Commercial access;
  - General off peak traffic;
  - General peak time traffic.

### Policy T 2 – Accessible areas of opportunity and need

- 2.22 The Council will actively manage the pattern of development to ensure that new development is easily accessible by walking, cycling and public transport; connecting residents to jobs, centres, health, leisure, open space and educational opportunities.

### Summary

- 2.23 The above policy review identified that the proposed development in New Islington is compliant with the main objectives and policies outlined within both national and local transport policies.
- 2.24 The proposed development satisfies the key objectives within NPPF by being able to promote more sustainable transport choices to access the site, thus reducing the reliance on the use of the private car.

### 3 Overview of Existing Conditions

#### Introduction

- 3.1 This site has good levels of accessibility via public transport. It benefits from being approximately 1 kilometre from Manchester Piccadilly railway station, 500 metres from the New Islington Metrolink stop and approximately 200 metres to the nearest bus stops located on Old Mill Street.

#### Bus

- 3.2 Department for Transport guidance states that for a bus to be a viable option for most people, a bus stop or station must be located within 400m of the site. This criterion is met by bus stops on Old Mill Street (200m away) and secondly stops on A665 Great Ancoats Street (400m), both of which are frequented by a number of services.
- 3.3 **Table 3.1<sup>1</sup>** below shows the services from the nearest bus stops on Old Mill Street, the origins, destinations and the frequency of services during weekday morning and evening peaks as well as Saturday and Sunday peak periods. Further afield, Piccadilly Gardens, a major bus and tram interchange, is located 850 metres (approximately 8 minutes walking time) from the site, with services from this location accessing all areas of the Greater Manchester conurbation.

**Table 3.1 Bus services operating from Old Mill Street**

Service	Origin	Destination	Frequency (per hour unless stated)				
			Weekday Peak		Sat Peak	Sun Peak	First / Last Service (Mon-Fri)
			Morning (07:30-08:30)	Evening (15:30-16:30)			
188	Ryder Brow	Manchester	-	-	1	-	09:01 / 15:01
	Manchester	Ryder Brow	1	1	1	-	07:19 / 17:29
217 (Circular)	Manchester	Mossley	1	1	1	1	06:33 / 23:05
218 (Circular)	Manchester	Mossley	1	1	1	1	07:17 / 18:25

- 3.4 **Table 3.2** below shows the bus provision, frequency of services operating from Great Ancoats Street.

<sup>1</sup> For the purposes of Tables 4.1 and 4.2, the peak hour closest to the school's opening and closing time has been selected, to identify the number of services that would be most utilised by children at the proposed school.

**Table 3.2 Bus services operating from Great Ancoats Street**

Service	Origin	Destination	Frequency (per hour unless stated)				
			Weekday Peak		Sat Peak	Sun Peak	First/Last Service (Mon-Fri)
			Morning (07:30-08:30)	Evening (15:30-16:30)			
216	Ashton under Lyne	Manchester	6	6	6	6	05:00 / 23:20
	Manchester	Ashton under Lyne	6	6	6	6	05:35 / 00:00
217 (Circular)	Manchester	Mossley	1	1	1	1	06:33 / 23:05
218 (Circular)	Manchester	Mossley	1	1	1	1	07:17 / 18:25
231	Ashton under Lyne	Manchester	7	4	4	2	07:01 / 19:30
	Manchester	Ashton under Lyne	7	4	4	2	06:32 / 23:30

3.5 As can be identified from **Table 3.1** and **Table 3.2**, weekday morning and evening peak bus service provision along Old Mill Street and Great Ancoats Street is good, accessing a range of local destinations. Piccadilly Gardens provides further choice and frequency to destinations across the Greater Manchester area.

3.6 Furthermore a city centre shuttle bus operates free of charge during peak periods and will take families living or travelling in the heart of the city centre as far as Manchester Piccadilly Railway Station. This gives them opportunity to connect with the Metrolink service, local bus or rail services.

#### Rail

3.7 Manchester Piccadilly railway station is located approximately 1 kilometre southwest of the development site, a walk of approximately 10 minutes.

3.8 The footpaths leading to Manchester Piccadilly on Old Mill Street and Store Street are generally wide in nature, well lit and are in good condition. There is also some provision of tactile paving and dropped kerbs at crossing points, while a portion of the route is covered by CCTV.

3.9 Manchester Piccadilly is the main national railway station within Manchester and serves a range of local destinations in the Greater Manchester area whilst also providing frequent services across Northern England including Liverpool, Leeds, Sheffield, Huddersfield and Newcastle.

#### Metrolink

3.10 The nearest Metrolink stop is New Islington, located approximately 500 metres away from the site. Five services an hour are available from New Islington to destinations including Bury, Droylsden, Manchester Piccadilly and Manchester Victoria. This stop is soon to be included within the City

Zone (the network of city centre stops) which enables Metrolink passengers' unlimited travel between the city centre stops with a valid City Zone ticket.

- 3.11 Piccadilly Gardens (800m) and Market Street (850m) are both accessible by foot from the site and offer opportunity to access the whole Metrolink network.

## Pedestrian and Cycling Provision

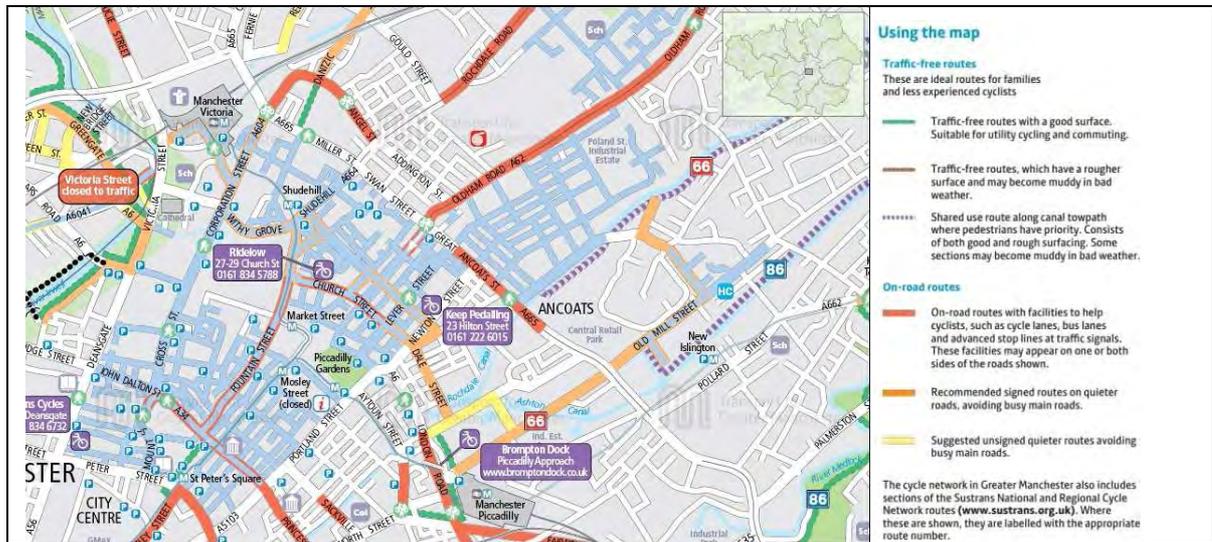
### Pedestrian Accessibility

- 3.12 **Figure 3.1** displays 1km and 2km walking isochrones which details the areas located within these suitable walking distances from the site. These clearly show the large residential catchment areas which can be accessed easily by most people on foot including Manchester City Centre, Miles Platting, Holt Town, Ancoats and Ardwick.
- 3.13 The site benefits from good footways around its vicinity. There are wide footpaths leading from Old Mill Street along the A665 Great Ancoats Street. A signalised junction along A665 provides a pedestrian crossing facility to access the city centre. The paths leading along Rochdale Canal are also in a reasonable condition and offers access to Newton Heath to the north and Manchester City Centre to the south. On Old Mill Street, there is a pedestrian refuge, allowing for an easier crossing experience of the road.
- 3.14 To the north of the site, there is excellent accessibility through the Ancoats area, with wide footpaths and permeability through Cotton Field. The site has been designed for principal pedestrian access from the north and west of the site, taking advantage of established pedestrian routes and infrastructure.

### Cycling

- 3.15 **Figure 3.2** displays 5km cycling isochrones which show the site is accessible by bicycle from a number of destinations.
- 3.16 A cycling map published by TfGM illustrates the cycling facilities around the site (see **Figure 3.3** below). The map indicates that the National Cycle Route Number 66 operates along Rochdale Canal bounding the western perimeter of the site, which provides access to Failsworth, Rochdale, Manchester Piccadilly and Chadderton.
- 3.17 There is a second National Cycle Route Number 86 in the vicinity of the site - approximately 350m - running along Ashton Canal and this provides access by bicycle to SportCity and Clayton.

**Figure 3.3 Cycle Provision Surrounding Development Site**



- 3.18 Cycling facilities for staff and pupils are to be provided as part of the proposals, including secure cycle parking, and staff showers and changing facilities.

### Access by Car

- 3.19 Under the development proposals, the site will be accessed off an existing vehicular access off Old Mill Street, which will provide access to the proposed car parking arrangement. However, the access road will be for staff and servicing vehicles only, unless special dispensation has been agreed with the school for the dropping off of disabled or immobile pupils. However, it is considered that these instances are likely to be very occasional.
- 3.20 Old Mill Street is well connected into the local road network, having a fully signalled junction with Great Ancoats Street, allowing access to a range of destinations by car.

### Conclusions

- 3.21 The site is in a highly accessible location for sustainable travel modes, with a number of bus stops, within the guidelines for suitable walking distance. The Metrolink and rail network are also easily accessible with the proposed development being a short walk from the main transport interchanges of Manchester Piccadilly and Piccadilly Gardens respectively. This allows for travel across a large area of Greater Manchester via the Metrolink to areas such as East Didsbury, Altrincham, Bury and Rochdale. The train network also offers further scope for travel with frequent services across the Greater Manchester area and the north of England.
- 3.22 Additionally, the site is suitably located in terms of walking and cycling routes with pedestrian / cycle friendly routes provided into Manchester City Centre and surrounding local residential areas. As such, it is considered that the site is highly accessible by a variety of sustainable modes.

## 4 Development Proposals

- 4.1 This section provides an overview of the development proposals, including the proposed car parking arrangements.
- 4.2 New Islington Free School is a new primary school in New Islington, Ancoats, which opened in a temporary location on Jersey Street for the Reception class and Years 1 to 3 in September 2013.
- 4.3 The proposed development site is currently vacant and located in New Islington, 0.8 miles (1.2km) north-northeast of Manchester City Centre. The site is bounded by Rochdale Canal to the north and west, and Cotton Field eco-park to the east of the site. The proposed vehicular access to the site is via an existing entrance road, which runs adjacent to the south of the site; under the proposals this will be retained and upgraded.
- 4.4 Under the development proposals a new school building will be constructed, which will be the permanent base for the school that will cater for Reception through to, and including, Year 6, with maximum class sizes of 30, for a total of 420 pupils. However, the development of the school will be phased, building to a full operation of 420 pupils, well after the opening year of 2014.
- 4.5 This report relates to a planning application in support of the following development quantum:
- A new free primary school for children aged 4-11;
  - 14 classrooms from reception to Year 6 (two for each academic year);
  - ICT suite and informal learning spaces;
  - Kitchen and Dining hall;
  - Hard and soft outdoor play areas; and
  - Associated car and cycle parking facilities.
- 4.6 Aside from day to day school activities, the site has been designed for community use, with the indoor hall, catering facilities and outdoor football pitch all capable of being closed off from the rest of the school and available for community use at night and weekends. However, it is not considered that these uses will be intensive in terms of trip generation, as the facilities will be used by the local community and nearby residents. For such events, the on-site car park will be utilised, and as such, will not generate any displaced parking issues in the vicinity of the site.
- 4.7 A plan of the proposed site layout has been appended to this Report at **Appendix A**, and illustrates the layout and the scale of the site.

### Car Parking

- 4.8 Under the development proposals, 19 car parking spaces would be provided, including 2 disabled spaces.
- 4.9 Based on the Greater Manchester Parking Standards for D1 non-residential institutions, the maximum standard for schools is 1.5 spaces per classroom. Further to the above the total maximum number of spaces that could be provided on the site would be 21 based on 14 classrooms. As such, the proposed level of parking is within the required threshold.



## Cycle Parking

- 4.10 25 cycle parking spaces will be provided as part of the development proposals. 27 members of staff will be employed by the school (upon opening in Autumn 2014) and therefore this level of provision conforms to the minimum requirement as set in the Greater Manchester Parking Standards (minimum 1 space per 10 staff and pupils).

## 5 Travel Plan Objectives and Measures

### Introduction

- 5.1 Objectives are required in order to give the plan direction and provide focus. Targets are measurable goals that are set in order to assess whether the objectives have been achieved. It is also useful to identify a number of indicators which can be monitored to determine whether the targets have been met and thus if objectives have been achieved.
- 5.2 The travel plan recognises that there is not one specific mode of transport suitable for all residents and that there need to be a number of alternatives in place. The travel plan is intended to promote flexibility and choice, focusing efforts on encouraging a reduction in car use rather than prohibiting it. This section includes the developer and occupier objectives and targets.

### Travel Plan Pyramid

- 5.3 Within the DfT guidance ‘*Good Practice Guidelines: Delivering Travel Plans through the Planning Process*’, the travel plan pyramid sets out the various facets of a travel plan that are key to making the travel plan successful. The travel plan pyramid is reproduced below:

**Figure 5.1 Travel Plan Pyramid**



Source: ‘*Good Practice Guidelines: Delivering Travel Plans through the Planning Process*’

- 5.4 The following features of the site location make it suitable for encouraging sustainable travel behaviour:

- There are a number of bus stops within the suggested 400m catchment area serving destinations such as Mossley, Ashton Under Lyne and Ryder Brow.
- The site is only approximately 600 metres from New Islington Metrolink tram stop, which provides regular services to Bury, Droylsden, Manchester Piccadilly and Manchester Victoria.
- Manchester Piccadilly is also 1km away this provides excellent commuter links across Northern England.
- A number of key destinations regionally and within Manchester City Centre can be easily accessed without the need of the private car.

5.5 Given the good location of the site in terms of accessibility, it is vital that the objectives of the Framework Travel Plan and timetable for the full travel plan build upon this to maximise the potential of the site by encouraging a high percentage of travel by more sustainable transport modes. This is to be done by encouraging the use of walking, cycling and public transport infrastructure already in place. In addition, a staff car parking strategy will be considered, in recognition of the importance of parking restraint in reducing car use.

## Travel Plan Objectives

5.6 The main objectives of a school travel plan, in line with DfT guidance, are as follows:

1. To reduce the traffic generated by the development to a significantly lower level of car trips than would be predicted for the site without the implementation of the travel plan;
2. To promote healthy lifestyles and sustainable, vibrant communities;
3. To encourage good urban design principles that open up the permeability of the development for walking and cycling linked to the design and access statements;

5.7 Some of these objectives may carry more weight than others; in this case, where the development location is within easy access of key destinations and sustainable transport modes, it may be necessary to give first priority to maximise sustainable travel which would hence manage the demand for car parking and minimise traffic generation.

5.8 The objectives and targets can be prescribed to both developer and occupier (although in this case, the occupier objectives will become the responsibility of the travel plan coordinator), as summarised below:

### Developer Objectives

5.9 The developer objectives can be summarised as the following:

1. To provide a secure and attractive environment for pedestrians and cyclists;
2. To ensure that appropriate infrastructure is in place to enable use of alternative modes of transport to the car; and
3. To provide safe access to the site.

## Travel Plan Targets

- 5.10 Travel plan targets should be specific, measurable, achievable, realistic and time-bound (“SMART”). A timescale for delivery that can be measured at specific milestones should be set, in accordance with deliverable targets to be agreed with Manchester City Council.
- 5.11 The framework for setting targets will be informed by a travel survey by the pupils parents/guardians. Once the travel survey has been undertaken, the travel plan coordinator will agree a target(s) with Manchester City Council.
- 5.12 It is important that the travel plan measures include both “carrots” and “sticks” to encourage changes in travel behaviour. However, the focus should be on the incentives for sustainable travel, rather than lots of disincentives to travel by car.
- 5.13 Experience has suggested getting the incentives in place first in order to make parents more supportive of the travel plan and to encourage a change in behaviour, and then to put any disincentives in place later on. It is also worthwhile to go for the most ‘popular’ measures first, as revealed by the residents travel survey.
- 5.14 In order to set out the objectives, measures and targets within a full travel plan for the site, a travel plan coordinator [TPC] will need to be appointed approximately 6 months before the development is completed and be in their role for a minimum of 5 years.

## Travel Plan Coordinator

- 5.15 ISG Plc will appoint a travel plan coordinator from within their organisation to undertake the role for this development. This role will not require full time involvement and could therefore be combined with the individuals other day to day activities within ISG Plc. The TPC will have experience of undertaking the role for other developments. At this stage however the name of the TPC has not been confirmed.
- 5.16 The TPC will be the main driving force behind the travel plan and will be responsible for:
- Liaison within the residents on site as well as external organisations, stakeholders and operators;
  - Gaining commitment and support from parents whose pupils will be attending the proposed development;
  - The first point of contact for travel advice;
  - Marketing of measures and initiatives;
  - Data collection, surveys, monitoring and report production; and
  - Championing the travel plan in order to secure funding to achieve the objectives and targets.
- 5.17 The TPC will become responsible for the full travel plan, when it is formally agreed by the council following the granting of planning permission. The TPC will be the key decision maker on day-to-day matters of implementation of the travel plan.

- 5.18 Prior to the introduction of the travel plan it is difficult to estimate the resource requirement for the TPC and what proportion of their working time will be required for the management of the travel plan, as much of the input will be required on an intermittent basis.
- 5.19 Therefore, for the first year of the plan's operation it is proposed that the TPC will review and programme necessary travel plan work in conjunction with their other responsibilities on a monthly basis.

## Travel Plan Measures – To Reduce Car Use

### Car Sharing

- 5.20 Car sharing is a proven method of reducing trips to a site, and has a positive influence on peak time congestion. It proves popular on account of the cost-benefits to users and the reduction in stress from shared driving responsibility.
- 5.21 There may be an opportunity for informal car sharing, due to the number of pupils proposed. A car sharing scheme should therefore be set up. It may also be beneficial to include this car sharing group, within the wider site car sharing group to increase the number of potential travel partners.
- 5.22 A basic scheme using staff notice boards could be adopted in the first instance, with reviews undertaken within the repeat staff surveys. Should demand be present, a formal staff car share database could be set up and run by the TPC.
- 5.23 Whilst the benefits of car sharing may be incentive enough for some users, it may also be necessary to provide further inducements to encourage participation, and subsequent success of the scheme. Therefore, optional measures could be implemented to increase the attractiveness of car-sharing, and will be investigated, upon occupation.
- 5.24 At present, the school is contacting parents to encourage car sharing schemes wherever possible, particularly where groups of families live close together. The school will also be participating in Green Miles and Miles Further Walk to School Week competitions which will be held in March and October annually. Wherever possible, the school integrates walking in to school trips and activities, hold school assemblies and classroom sessions which focus on sustainable travel and climate change and the history and benefits of cycling.

## Travel Plan Measures - To Promote Public Transport

### Information

- 5.25 Public transport timetables and route maps would be provided on request to parents or displayed on the fence at the entrance to the school. Information should also be provided to parents of all the new starters at the school.
- 5.26 The developer will liaise with local public transport providers to explore possibilities of providing discounted tickets for parents and students.
- 5.27 Maps showing routes to the nearest bus stops / the rail station could be provided on notice boards at the entrance to the school.

## Travel Plan Measures - To Promote and Facilitate Cycling and Walking

### Travel Information

- 5.28 Notice boards located at the school entrance should include details of safe walking routes and cycling routes within the vicinity of the site.

### Bicycle User Group / Walking Buddy Scheme

- 5.29 The TPC using notice boards as a forum for information could set up a bicycle user group and/or a walking buddy scheme at the development, depending on demand.
- 5.30 Cycle training for staff and pupils could be promoted, according to demand, through advertisement of local cycle training classes.

## Provision of Travel Information

- 5.31 Promotional material and awareness-raising are considered to have the most potential for encouraging sustainable travel. Since good public transport facilities are already in place, promoting the use of these facilities is essential if the aim of reducing car usage is to be achieved. The following measures should be considered in order to help promote sustainable travel to parents and pupils:

- A summarised copy of the travel plan should be made available to all new staff and parents as part of a welcome pack to the school; and
- A promotion and awareness raising package should be provided, including several necessary components.

### *Necessary components:*

- Notice boards on display to parents should hold information about the travel plan and the reasons behind it. They should also display details of the car share, bicycle user group and walking buddy schemes if applicable and provide feedback from travel reviews and should publicise related social events and incentives as appropriate;
- Travel welcome packs;
- Cycling / walking maps;
- Public transport information (including timetables, route maps and approximate pricing);
- Telephone numbers of taxi companies operating in the area;
- Car sharing information; and
- Bicycle user group / buddy scheme.

## 6 Travel Plan Management, Development and Monitoring

### Management

6.1 It is important to establish a clear structure for the ongoing management of the plan, and put arrangements in place for the handover of the plan to the occupiers of the site. The following mechanisms are central to the successful management of the plan:

- The TPC role – the TPC will implement and promote the travel plan measures and be a key contact point for staff and parents. Until the site is occupied and the TPC is known, the managing agent of the site is responsible for the travel plan. The role of the TPC should therefore be well defined and publicised. The TPC will also liaise with Manchester City Council on a quarter-yearly basis.
- Mechanisms for managing different stages of the travel plan, two stages of the plan exist:
  - **Stage One** is in the early period of travel plan development and implementation covering the construction period, when the travel plan is the responsibility of the managing agent.
  - **Stage Two** occurs once the development is occupied, and the responsibility for managing and developing the plan is passed on to the appointed TPC as appointed by the occupiers of the development. It is envisaged that the help and guidance of Manchester City Council will be sought to identify an effective future management arrangement and also help to ensure coordination with other travel plan initiatives in the area.
- Long-term sustainability – at an appropriate point in the future, to be determined following liaison with Manchester City Council, a review of the travel plan objectives and targets should be conducted. This would include a review of any surveys of staff and parents that should be compiled and analysed.

6.2 The TPC would liaise with Manchester City Council on a regular basis. Such meetings would allow a flow of ideas from the travel plan officers, which could be incorporated into the site travel plan.

### Development

6.3 Having provided a framework for the travel plan, it is important to provide further guidance on how this strategy should be developed and implemented once the site becomes occupied. Thus, we have set out below a recommended phased implementation programme to assist in the development of the final strategy.

#### At Occupation:

1. Assign a Travel Plan Co-ordinator;
2. Define a budget for the travel plan;
3. Review travel plan framework to discuss what is relevant and feasible for the site's operational needs;
4. Liaise with Manchester City Council and public transport operators to discuss public transport information provision;

5. Discuss car parking management, and car sharing, in order to discourage single occupancy car travel from the outset;
6. Establish travel notice boards for parents and staff, providing cycle / walk / car sharing / public transport information through the site; and
7. Provide a Transport Pack for new staff and pupils, including travel information for all modes within publicity material.

**Within 3 months of opening:**

1. Undertake a travel survey of staff and pupils;
2. Review framework travel plan objectives and set mode share targets on the basis of this information;
3. Undertake car park and cycle parking surveys to assess level of use of parking facilities;
4. Meet with Manchester City Council to agree final travel plan strategies, revised objectives and targets.

**Within 6 months of opening**

1. Produce full travel plan document which will include associated targets.

**Annual Review**

1. Monitor success of travel plan on an annual basis;
2. Undertake parking surveys every year;
3. Undertake questionnaire surveys after 12 months and annually after opening - should be checked and verified by an independent 3rd party to guarantee validity of results;
4. Meet with Manchester City Council and public transport operators on an annual basis to discuss travel plan progress and the need to review any elements of the strategy.

6.4 These guidelines should provide a focus for the TPC when developing the full travel plan document in more detail and when implementing the strategy itself. The Travel Plan should be in place after a minimum of 6 months after the site opens, with annual review occurring from thereon. Results of the annual reviews will be processed and reported within a three week timeframe.

6.5 Clearly this only provides an overview of the process, and there are likely to be other elements of the strategy that will evolve over time.

**Monitoring**

6.6 In order to ensure the travel plan's ongoing success, it will be important for the TPC to monitor the outcome of implemented measures. The school already undertake six month travel surveys, and as such, are well versed in obtaining such information from pupils and parents.

6.7 The most recent travel survey of pupils was undertaken in December 2013, and it was identified that over 43% of the children live under a mile from the school, over 15% live within 2 miles of the school, 20% live under 3 miles from the school and just over 16% live within 4 miles of the school.

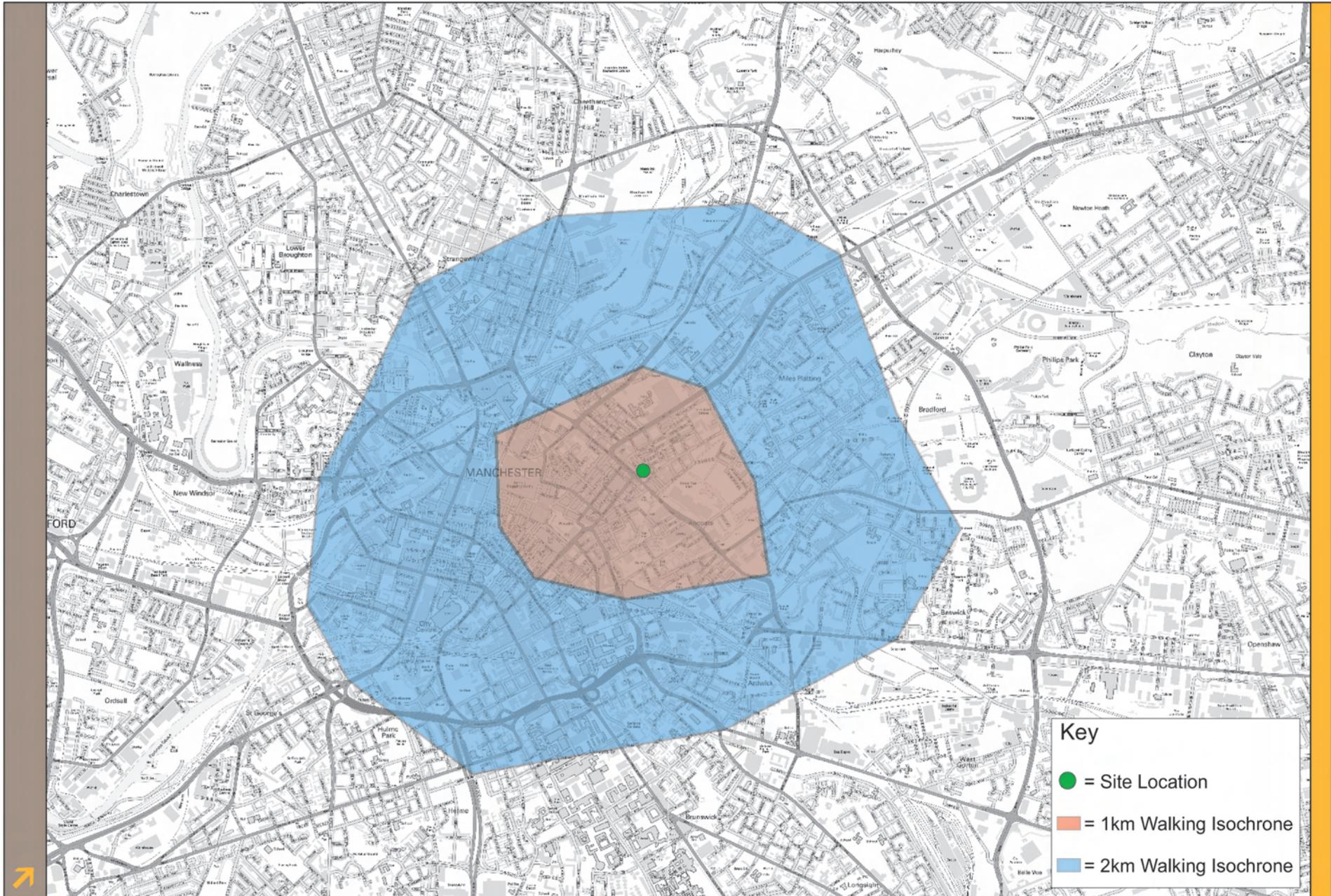
6.8 As a consequence of a travel survey undertaken by the school, it was also identified that the following modal splits are evident:

- Parents driving pupils to school / drop off – 45%;
- Walking – 22%;
- Public Transport / Walking / Driving combination – 22%; and
- Cycling – 1%.

6.9 In addition, the sustainable travel principles established at the current Jersey Street site will be translated to the proposed site, thus reducing the number of vehicle trips to and from the site.

## 7 Conclusion

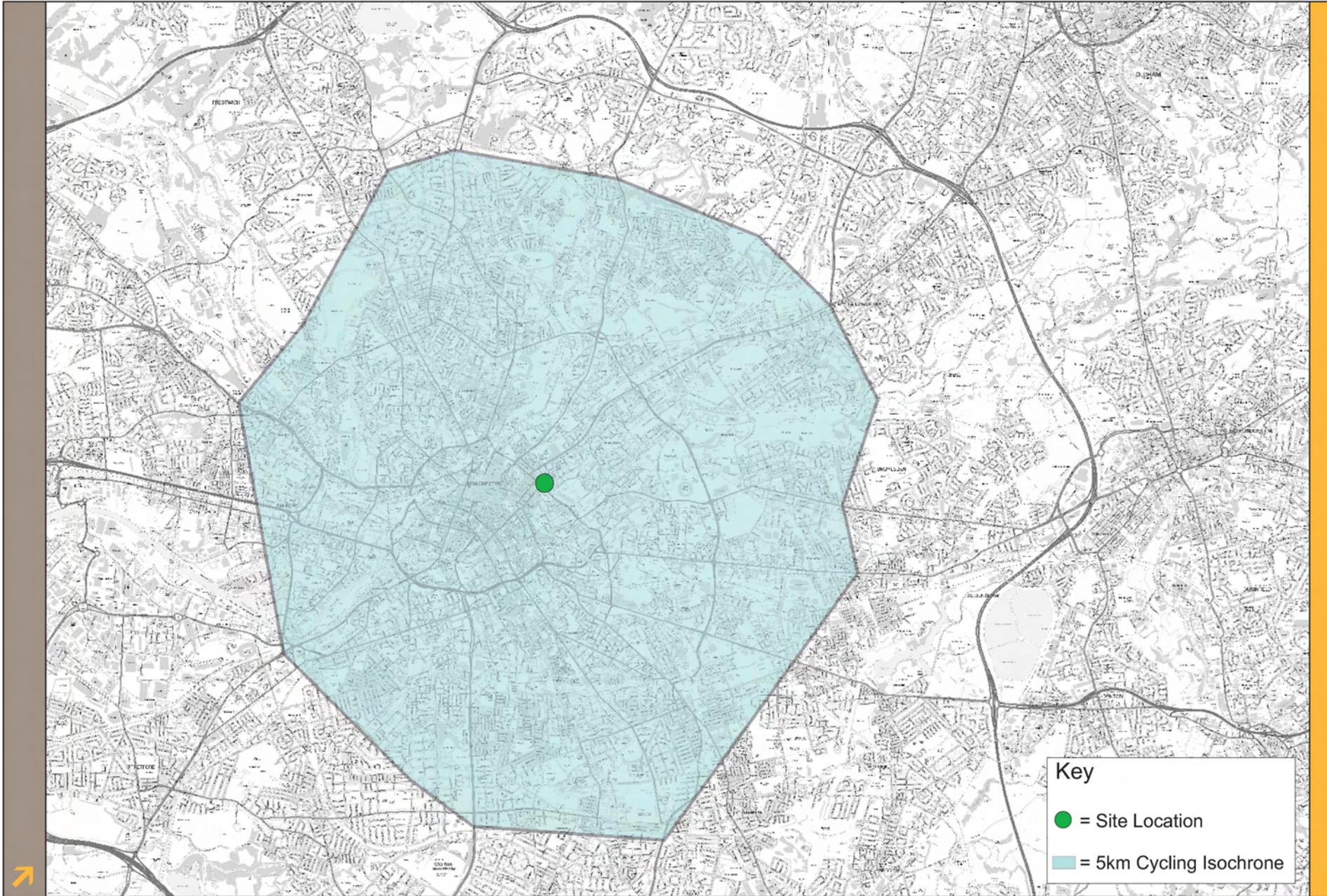
- 7.1 This Travel Plan reviews the existing transport facilities around the site and identifies a range of measures that can be implemented by the developer and the travel plan coordinator to reduce overall car usage and promote the use of sustainable transport modes. Clearly, this report has only provided an overview of the process; other elements of the strategy will evolve over time.
- 7.2 However, the school is committed to the sustainable travel of parents, pupils and staff, and this is embedded within the school's culture at the current site on Jersey Street. It is expected that the sustainable travel principles will translate to the new site, which is considered to be in a much more accessible location.
- 7.3 Through the delivery of the measures discussed within this Framework Travel Plan, the occupier objectives outlined in Chapter 5 should be fulfilled. These include:
1. To provide a secure and attractive environment for pedestrians and cyclists;
  2. To ensure that appropriate infrastructure is in place to enable use of alternative modes of transport to the car; and
  3. To provide safe access to the site.
- 7.4 It is concluded that this Framework Travel Plan will provide a firm basis for the development of a full travel plan at the development and will ensure that the objectives, targets and delivery mechanisms outlined above are considered and implemented once the site has been occupied.



Ref : NW90900 1km & 2km Walking Isochrones  
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**1km & 2km Walking Isochrones**

**Figure 3.1**



Key

- = Site Location
- = 5km Cycling Isochrone

Ref : NW90900 Cycling Isochrone  
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**5km Cycling Isochrone**

**Figure 3.2**