

Uplands Medical Practice, Whitefield

Interim Travel Plan

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Appendix A – Proposed Site Layout

1.0 Introduction

1.1 Background

- 1.1.1 Curtins has been appointed by NHS Property Ltd to provide transport and highways advice in relation to a planning application for the relocation of the existing Uplands Medical Practice to a nearby site.
- 1.1.2 This TS considers the provision of the new facility on a vacant site to the south of Pinfold Lane, formerly occupied by Whitefield Library and Adult Learning Centre.
- 1.1.3 The proposed site layout is provided in **Appendix A**.

1.2 What is a Travel Plan?

- 1.2.1 A Travel Plan (TP) is defined¹ as:

“A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed.”

- 1.2.2 In essence, a TP is intended to encourage people to choose alternative transport modes over single occupancy car use and, where possible, reduce the need to travel at all. Such a plan should include a range of measures designed to achieve this goal.

1.3 Purpose of the Report

- 1.3.1 This Interim Travel Plan (ITP) is intended to be read alongside the accompanying Transport Statement (TS) (**Ref: 087132-CUR-XX-XX-T-TP-00001**) that has been prepared to assess the transport and highways impacts of the development proposals.
- 1.3.2 An ITP is the first stage of the Travel Plan process and is often prepared during the planning stage prior to the construction of the development. It includes a list of potential measures that could be implemented to affect modal choice, and a management strategy for producing a full Travel Plan in the future.
- 1.3.3 Transport for Greater Manchester (TfGM)² strongly endorses the need for TPs in order to reduce the impact of transport on the local environment, to improve accessibility and to encourage ‘active travel’ which improves peoples’ health, stating that a TP should achieve:

¹ Ministry of Housing, Communities and Local Government (2024). National Planning Policy Framework [Online]. Available at <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

² Transport for Greater Manchester (2013). Transport for Sustainable Communities: A Guide for Developers [Online]. Available at: https://assets.ctfassets.net/nv7y93idf4jq/4WYTBsVa9O42aqqYISGQ42/0294b2b3811a6907a7d323572a80058e/12-1386_Transport-for-sustainable-communities.pdf

- *“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.”*

1.3.4 This document has been written in accordance with the above statements and with reference to the following key documents:

- National Planning Policy Framework, MHCLG, 2024; and
- National Planning Practice Guidance, DCLG (now MHCLG), 2014.

1.4 Structure of the Report

1.4.1 Following this introductory section, **Section 2** of the report provides background information on the benefits which can be derived from a successful Travel Plan.

1.4.2 **Section 3** describes the existing situation and surrounding area, including the local highway layout.

1.4.3 **Section 4** provides details on the existing Hawthorn Medical Centre, including the usage, where staff and patients travel from and how, and the planning background.

1.4.4 **Section 5** considers the site's accessibility by sustainable modes of transport, including walking, cycling and public transport.

1.4.5 **Section 6** assesses the proposed development's compliance against BREEAM standards.

1.4.6 **Section 7** gives an overview of the development proposals.

1.4.7 **Section 8** sets out key aims and objectives for the Travel Plan process and outlines various initiatives that will be considered to encourage maximum uptake in sustainable modes of travel.

1.4.8 **Section 9** outlines the strategy for Travel Plan targets.

1.4.9 **Section 10** provides details on the monitoring and review process, responsibility and management of the document, and the appointment of a Travel Plan Coordinator (TPC) as the Travel Plan progresses.

1.4.10 **Section 11** concludes the report by providing an Action Plan that summarises the key actions to be completed as part of the travel planning process.

2.0 Travel Plan Benefits

2.1 Summary

- 2.1.1 Successful implementation of the travel planning process can have various environmental, health, financial and social benefits for individuals and the wider population.
- 2.1.2 There are varied and wide-ranging negative effects of high levels of car usage, including being one of the biggest drivers of greenhouse gas emissions³, causing adverse physical and mental health including premature deaths⁴, and costs to the health service⁵ and businesses.
- 2.1.3 Poor air quality, of which road transport is a major driver, is the largest environmental risk to public health in the UK⁶.
- 2.1.4 Conversely, physical activity is a “miracle cure”⁷, with cycling in particular having “staggering”⁸ health benefits. Greater uptake of active travel and public transport could combat climate change and poor air quality, improve physical and mental health, relieve pressure on the NHS⁹, boost local businesses, improve the mobility and independence of those who cannot drive¹⁰, and encourage greater social cohesion¹¹.
- 2.1.5 A reduction in private car usage can also reduce local congestion (making for more pleasant journeys for active travellers and those who cannot avoid driving) and release land for more productive uses.
- 2.1.6 Within workplaces, walking and exercise can boost morale and job satisfaction, improve staff performance, promote physical and mental health, reduce absenteeism, enhance corporate image, and boost operating income¹².

³ Department for Energy Security and Net Zero (2024). Provisional UK greenhouse gas emissions national statistics 2023 [Online]. Available at: <https://www.gov.uk/government/statistics/provisional-uk-greenhouse-gas-emissions-national-statistics-2023>

⁴ Clean Air Greater Manchester (undated). Air pollution and you [Online]. Available at: <https://cleanairgm.com/air-pollution/>

⁵ Scarborough, P., Bhatnagar, P., Wickramasinghe, K., Allender, S., Foster, C., Rayner, M. 2011 The economic burden due to diet, physical inactivity, smoking, alcohol and obesity in the UK, Journal of Public Health, 33(4): 527-535.

⁶ Public Health England (2018). Health Matters: Air Pollution [Online]. Available at: <https://www.gov.uk/government/publications/health-matters-air-pollution/health-matters-air-pollution>

⁷ Department of Health and Social Care (2019). UK Chief Medical Officers' Physical Activity Guidelines [Online]. Available at: <https://www.gov.uk/government/publications/physical-activity-guidelines-uk-chief-medical-officers-report>

⁸ The Conversation (2017). Cycling to work: major new study suggests health benefits are staggering [Online]. Available at: <https://theconversation.com/cycling-to-work-major-new-study-suggests-health-benefits-are-staggering-76292>

⁹ Jarrett J, Woodcock J, Griffiths UK, Chalabi Z, Edwards P, Roberts I, Haines A (2012). Effect of increasing active travel in urban England and Wales on costs to the National Health Service. Lancet, 379(9832): 2198-2205

¹⁰ Aldred R in association with Leigh Day for British Cycling (2014). Benefits of Investing in Cycling [Online]. Available at: https://www.britishcycling.org.uk/zuvvi/media/bc_files/campaigning/BENEFITS_OF_INVESTING_IN_CYCLING_DIGI_FINAL.pdf

¹¹ Department for Transport (2009). Good Practice Guidelines: Delivering Travel Plans through the Planning Process

¹² Living Streets (undated). Walking Works [Online]. Available at: <https://www.livingstreets.org.uk/products-and-services/projects/walking-works>

3.0 Existing Situation

3.1 Site Location

3.1.1 The proposed site is located in Whitefield, circa 8km north of Manchester City Centre. The site is bound by Pinfold Lane to the north, residential apartments to the south and higher Lane to the west.

3.1.2 It is c. 250m to the south-west of the existing Uplands Medical Practice.

3.1.3 **Figure 3.1** below shows the site in a local context relating to the local highway network:

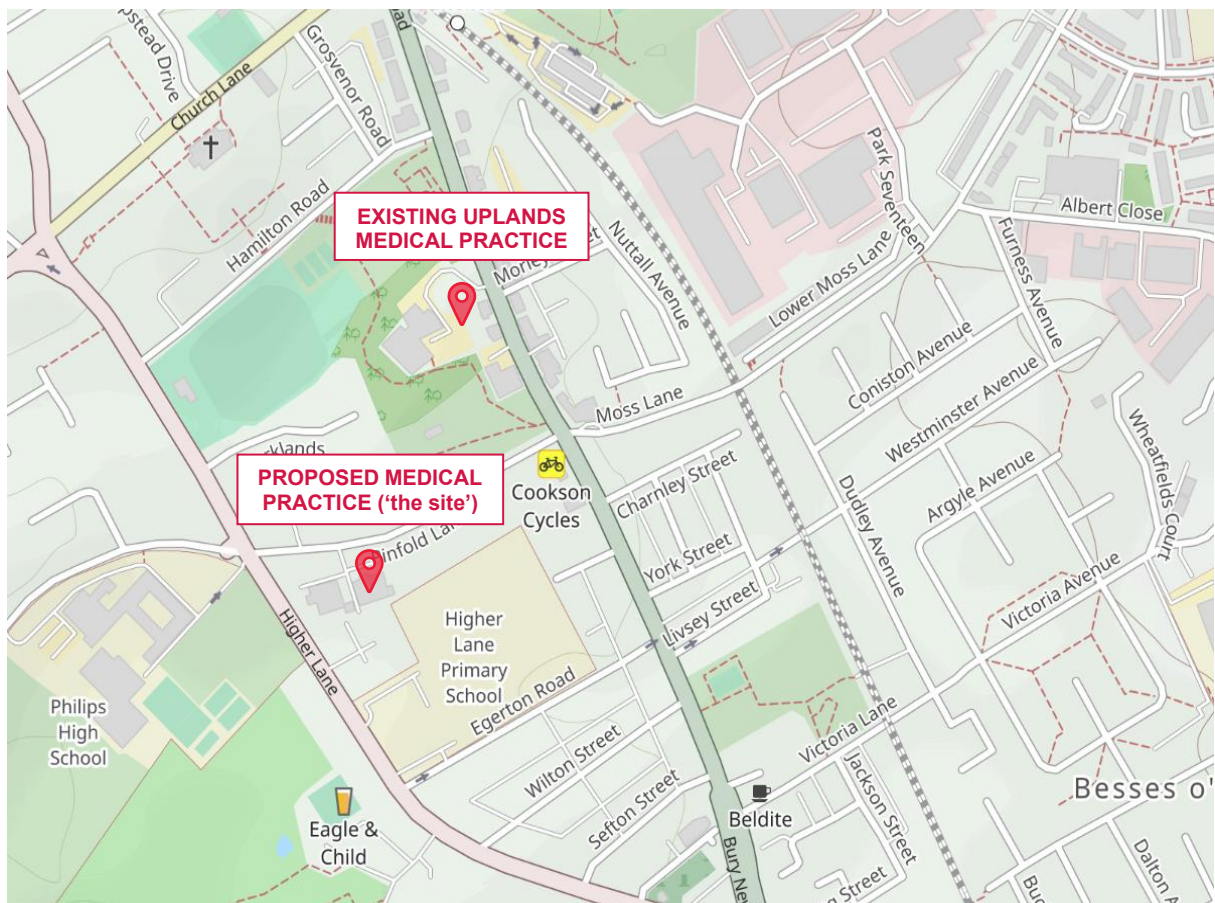


Figure 3.1 – Existing and Proposed Locations of Uplands Medical Practice

3.2 Existing Use and Access

3.2.1 The site is currently unoccupied. Historically, the site has operated as Whitefield Library and Adult Learning Centre in Whitefield, offering books, audiobooks, DVDs, plus adult education such as language, computer classes, and creative workshops. This closed to the public during 2017, and the site briefly operated as a vaccination centre in 2020 until late September 2022.

3.2.2 The site is accessed via a priority T-junction off Pinfold Lane. This access will be retained as a part of the new development proposals. This junction also provides access to the neighbouring day centre, another vacant building, which lies outside of the redline boundary.

3.2.3 **Figure 3.2** below displays the existing site layout:



Figure 3.2 – Existing Layout
(Source: Gilling Dod, 2025)

3.2.4 **Figure 3.3** below provides photographs of the existing situation on-site, while **Figure 3.4** shows the site access junction from Pinfold Lane:

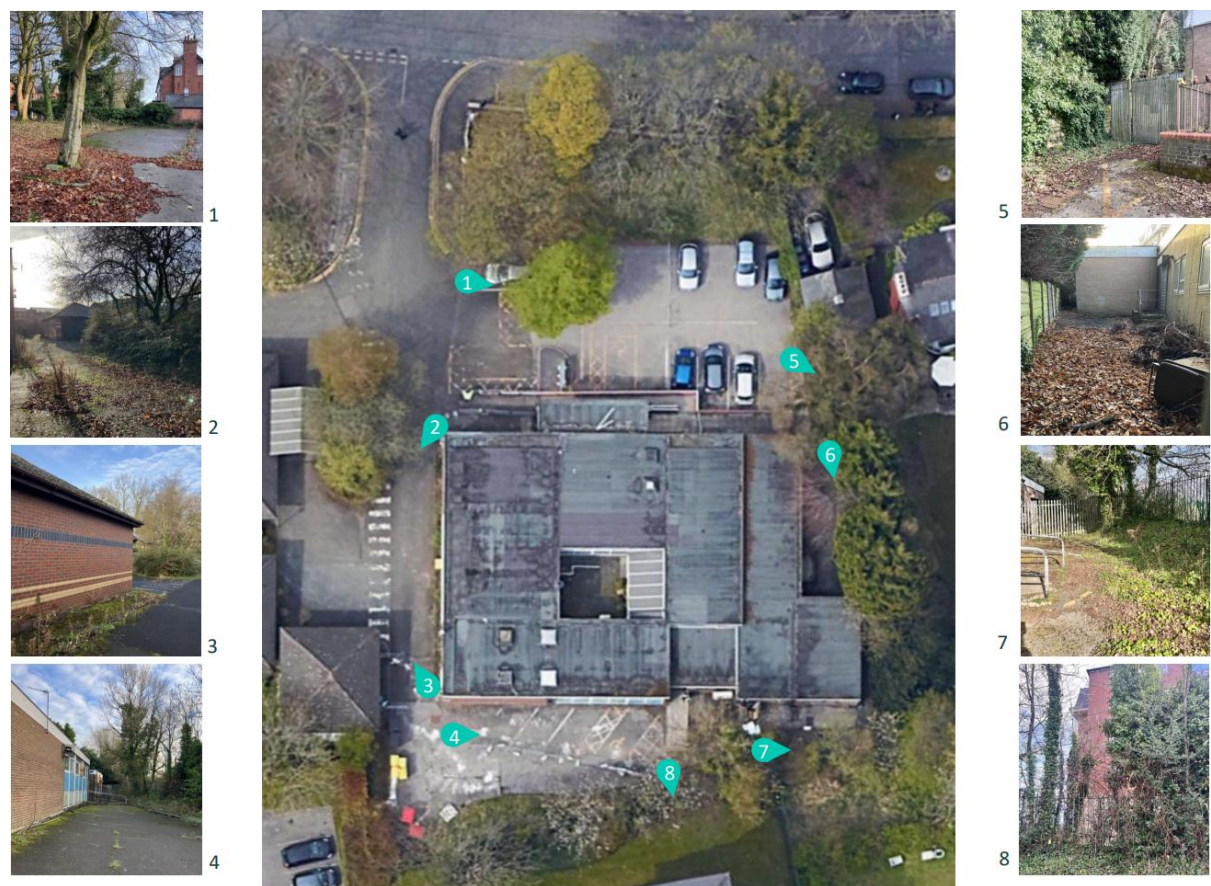


Figure 3.3 – Existing Site Photos
(Source: Gilling Dod, 2025)



Figure 3.4 – Site Access

3.3 Surrounding Highway Network

Pinfold Lane

- 3.3.1 Pinfold Lane is situated to the north of the development site and is a two-directional single carriageway road with a typical carriageway width of c.5m. Pinfold Lane extends for c.70m west from the site access before forming a signalised T-junction with Higher Lane, and c.230m to the east to form a priority T-junction with Bury New Road.
- 3.3.2 There are Traffic Regulation Orders (TROs), in the form of double yellow lines along Pinfold Lane, as well as footways, streetlighting and dropped kerbs at various sections. Pinfold Lane is subject to a 30mph speed limit.
- 3.3.3 **Figures 3.5 and 3.6** show Pinfold Lane:



Figure 3.5 – Pinfold Lane, East of Site Access (Looking West)



Figure 3.6 – Pinfold Lane, West of Junction with Bury New Road and Moss Lane (Looking West)

- 3.3.4 At the time of Curtins' site visit on 9th September 2025, highways works were taking place at the Pinfold Lane / Higher Lane / Park Lane junction, as shown below, which will provide wider footways, new crossings and upgraded traffic signals and is expected to complete in October 2025¹³.

¹³ https://www.facebook.com/BuryCouncil/photos/-travel-alert-higherpinfold-lane-whitefield-28-july-october-2025%E8%8F-new-pedestrian/1163979815766791/?_rd=1



Figure 3.7 – Pinfold Lane / Higher Lane / Park Lane Junction (Looking Northwest)

- 3.3.5 **Figure 3.8** shows the Pinfold Lane / Bury New Road / Moss Lane junction. The junction is signalised for vehicles, but not pedestrians. There are dropped kerbs, tactile paving, and refuge island on the Bury New Road (north) (which is c. 17m wide) and Moss Lane arms, dropped kerbs and refuge island on the Bury New Road (south) arm, and tactile paving only on the Pinfold Lane arm (which is c. 6.5m wide).



Figure 3.8 – Pinfold Lane / Bury New Road / Moss Lane Junction (Looking East)

- 3.3.6 Bury Council and TfGM also plan to improve the Bury New Road / Pinfold Lane / Moss Lane junction in 2026¹⁴, as part of the Whitefield Town Centre Plan.

Higher Lane

- 3.3.7 Higher Lane is situated c.80m to the west of the development site and is a two-directional carriageway with a width of c.10m and footways present both sides, measuring c.2-3m. There are TROs present on Higher Lane in the form of double yellow lines and is subject to a 30mph speed limit.

¹⁴ <https://beeactive.tfgm.com/schemes/bury/bury-new-road-pinfold-moss-lane/>

4.0 Existing Uplands Medical Practice

4.1 Introduction

4.1.1 This section details the usage of the existing Uplands Medical Centre.

4.2 Usage

4.2.1 Uplands Medical Practice is an NHS GP Practice. The practice operates Monday to Friday from 08:00 to 18:30 and is closed on weekends.

4.2.2 As of March 2024, the practice had the following staffing levels:

- Clinical Staff: 6no. WTE (Whole-Time Equivalent) (1no. Nurse + 5no. GPs WTE on 25 sessions a week)
- Practice Admin Staff: 12no.
- Patient Care Roles: 10.4no. WTE

4.2.3 The practice had a list size of 7,882 patients. The patient catchment area is shown below:

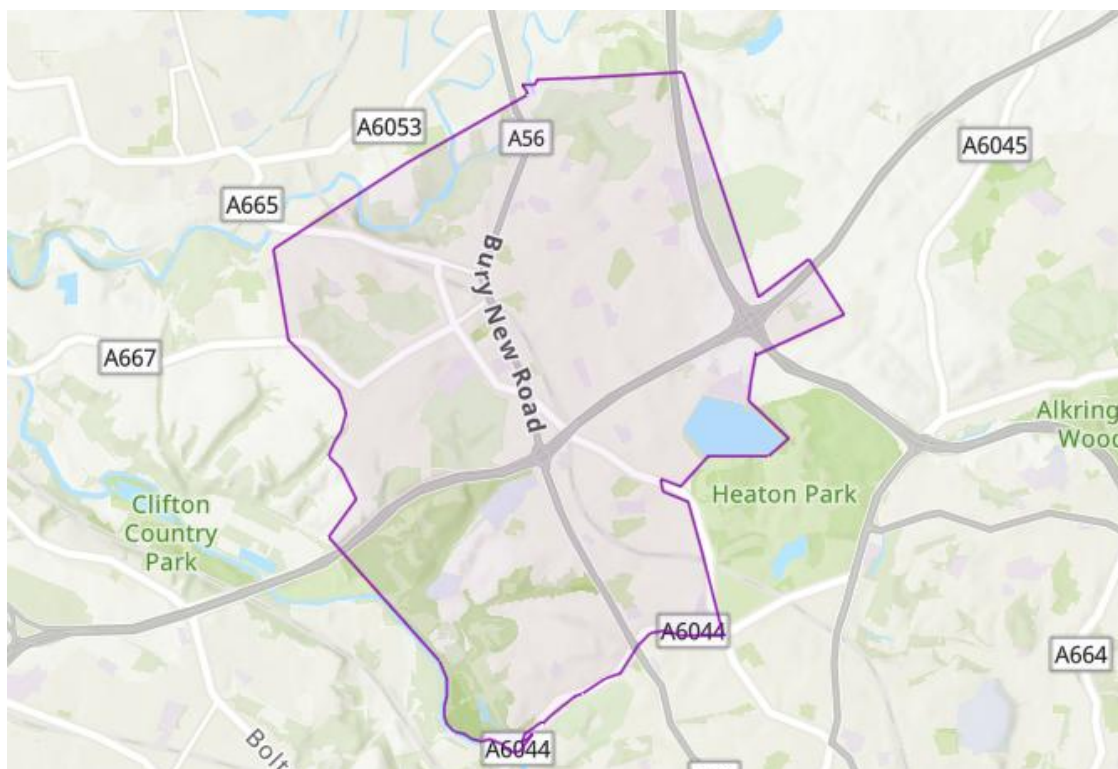


Figure 4.1 – Patient Catchment Area

4.2.4 The client has provided the following Health Building Note Compliant Schedule based on list size:

List Size	3,500	7,000	11,000	15,000
Notional Doctors (based on median 1,860 patients/GP)	2	4	6	8
No. Clinical Rooms	3	6	9	12

Figure 4.2 – Health Building Note Compliant Schedule
(Source: NHS Property Services, 2024)

4.2.5 Based on the HBN guidance of 7,000 list size, the practice should have four notional doctors and six clinic rooms. There are currently five doctors and 9 clinical rooms.

4.3 Parking

4.3.1 In total, there are circa 60 parking spaces at the existing Uplands Medical Practice.

4.3.2 **Figures 4.3 and 4.4** show the parking along the access road.



Figure 4.3 – Parking Along Access Road (Looking Northwest)



Figure 4.4 – Parking Along Access Road (Looking Northeast)

- 4.3.3 On the north-western side of the existing buildings, there is an unmarked doctors parking area, as shown overleaf.



Figure 4.5 – Doctors Parking Area

- 4.3.4 There are gaps between the existing buildings on the northern side, which, as shown below, are informally used for parking:



Figure 4.6 – Informal Parking Between Buildings

- 4.3.5 On the north-eastern side of the buildings, there is a car park adjacent to the main entrance (which also includes the bin store and space for deliveries) and a gated car park to the north-east (which also includes four motorcycle spaces). These are illustrated by **Figures 4.7** and **4.8** below.



Figure 4.7 – Parking Adjacent Main Entrance (Looking Northeast)



Figure 4.8 – Gated Parking Area (Looking Northeast)

4.4 Operational Needs

- 4.4.1 NHS Property services have the ambition to reduce waiting times for people needing access to Primary Care facilities in the Whitefield area. Current facilities are not of sufficient size to fulfil this requirement and due to the current lease at the Uplands Medical Practice approaching its end, the proposed solution is to refurbish the redundant 1960's Library on Pinfold Lane to develop a new primary care practice.

5.0 Accessibility by Sustainable Modes of Travel

5.1 Introduction

- 5.1.1 A key element of national and local policy is to ensure that new developments are located in areas where alternative modes of travel are available. This supports the aims of integrating planning and transport, providing more sustainable transport choices, and reducing overall travel and car use.
- 5.1.2 The accessibility of the proposed development is considered in this context for the following modes of travel:
- Pedestrian Accessibility;
 - Cycle Accessibility; and
 - Public Transport Accessibility.

5.2 Pedestrian Accessibility

- 5.2.1 Research has indicated that acceptable walking distances depend on a number of factors, including the quality of the development, the type of amenity offered, the surrounding area, and other local facilities.
- 5.2.2 The National Design Guide (NDG, published by DLUHC (now MHCLG), 2021) says that well designed places / neighbourhoods are walkable, which is defined “*Local facilities are within walking distance, generally considered to be no more than a 10-minute walk (800m radius).*”
- 5.2.3 Despite the NDG characterising 800m as a maximum acceptable walking distance, the Department for Transport’s (DfT) National Travel Survey datasets provide empirical evidence to demonstrate people are willing to walk further. This is reflected in Manual for Streets guidance (MfS, published by the DfT, 2007) which states an 800m catchment should not be “...an upper limit” and that walking “...offers the greatest potential to replace short car trips, particularly those under 2 km.” The Chartered Institution for Highways and Transportation (CIHT) produced a document in 2000 titled ‘*Guidelines for Providing for Journeys on Foot*’ which provides catchments more in line with those reported in the NTS. The suggested CIHT walking distances are reproduced in **Table 5.1** below:

CIHT Category	Town Centres (m)	Commuting/School/ Sightseeing (m)	Elsewhere (m)
Desirable	200	500	400
Acceptable	400	1,000	800
Preferred Maximum	800	2,000	1,200

Table 5.1 – CIHT Recommended Walking Distances

- 5.2.4 The average pedestrian can walk approximately 400m every five minutes, based on the CIHT document ‘Planning for Walking’ (2015).

5.2.5 To assist in summarising the accessibility of the site by foot, distances of 500m, **Figure 5.1** below provides a walking catchments of 500m, 1,000m and 2,000m from the site.

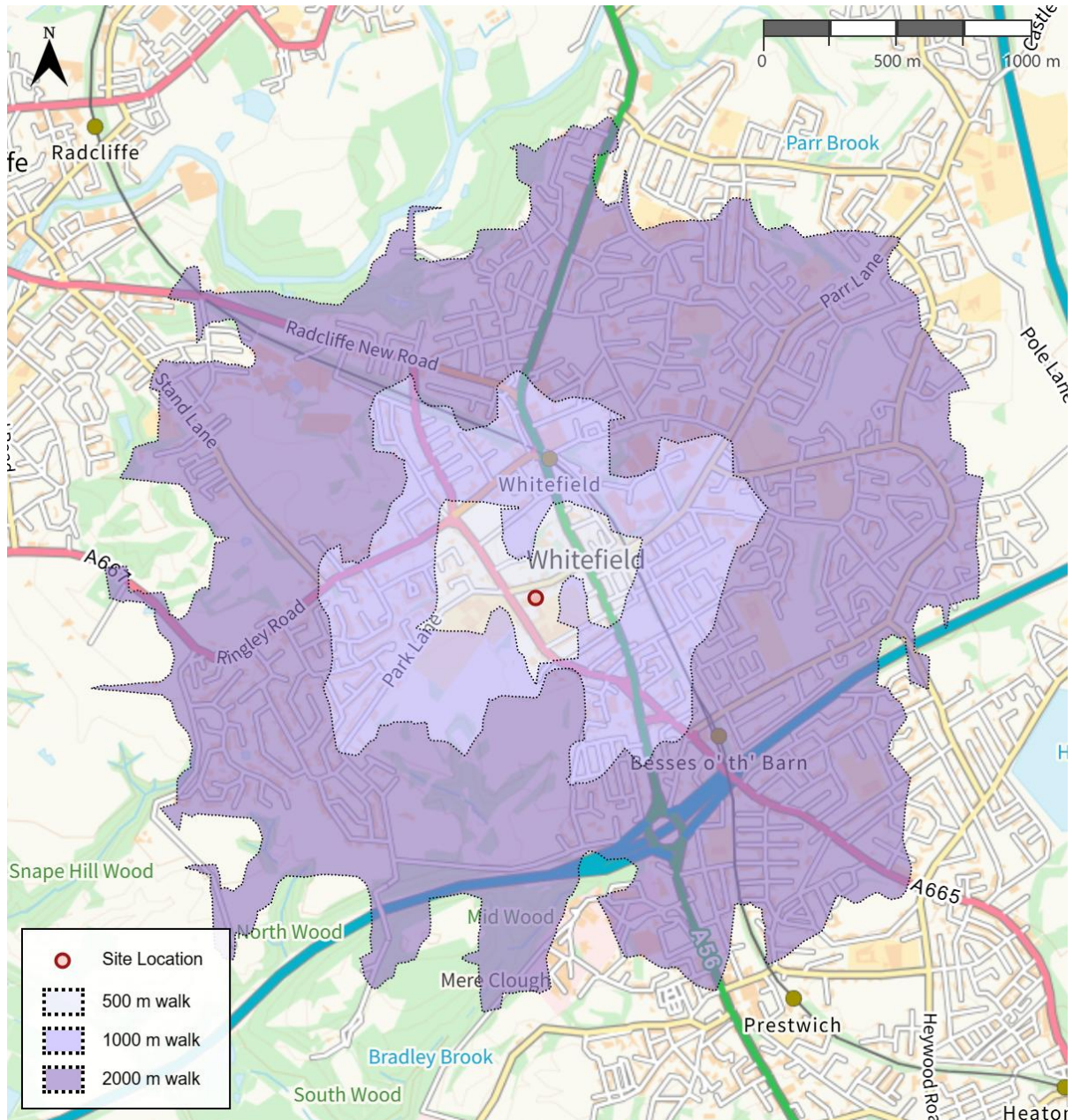


Figure 5.1 – Walking Catchment

(Source: Ordnance Survey, Valhalla multi-modal routing engine provided by Interline)

5.2.1 Within 500m of the site, there is a range of residential properties, which will provide large numbers of prospective patients to the medical centre. There is also a range of amenities, such as food and drink establishments on Bury New Road, green spaces and primary schools.

- 5.2.2 A further range of facilities can be accessed within 1,000m, including further residential areas, and public transport links including Whitefield tram stop. There is also a further range of retail and leisure options, including McDonalds, Morrisons and access to greenspaces, such as the golf centre.
- 5.2.3 A significant proportion of the residential areas of Fallowfield lie within a 2,000m distance from the site, as well as a wide variety of restaurants, free houses, shops, education facilities and public transport links.
- 5.2.4 The pedestrian infrastructure which connects the site to the above facilities is generally excellent and there are well lit, wide footways with a number of controlled crossing points across key roads.
- 5.2.5 It is considered that the site is accessible by foot.

5.3 Cycle Accessibility

- 5.3.1 Cycling is a cheap, efficient, and healthy way to travel. Cycling also provides a predictable arrival time which depending on location, can be quicker than driving or using public transport, and is subject to fewer delays.
- 5.3.2 The average cycling trip length was 5,730m in 2022 and 4,545m in 2023 (based on National Travel Survey dataset NTS9910a). The average length was between 5.0km and 6.0km every year from 2012/13 to 2022, except 2014/15 and 2020.
- 5.3.3 National Travel Survey statistics demonstrate that 80% and 84% of cycling trips were under 5 miles / 8km in 2022 and 2023, respectively (see dataset NTS0308b). This distance is also referenced by both the National Model Design Code – Part 2 (DLUHC (now MHCLG), 2021) and LTN1/20.
- 5.3.4 In order to assist in assessing the accessibility of the site by cycle, a 5.5km and 8km cycle catchment has been analysed for the site, along with the National Cycle Network Routes available within these ranges.
- 5.3.5 The average cyclist travels at approximately 12mph, according to CD195 of the Design Manual for Roads and Bridges, so they could travel 5.5km/6.0km/6.9km and 8km in approximately 17/19/21 minutes and 25 minutes, respectively.

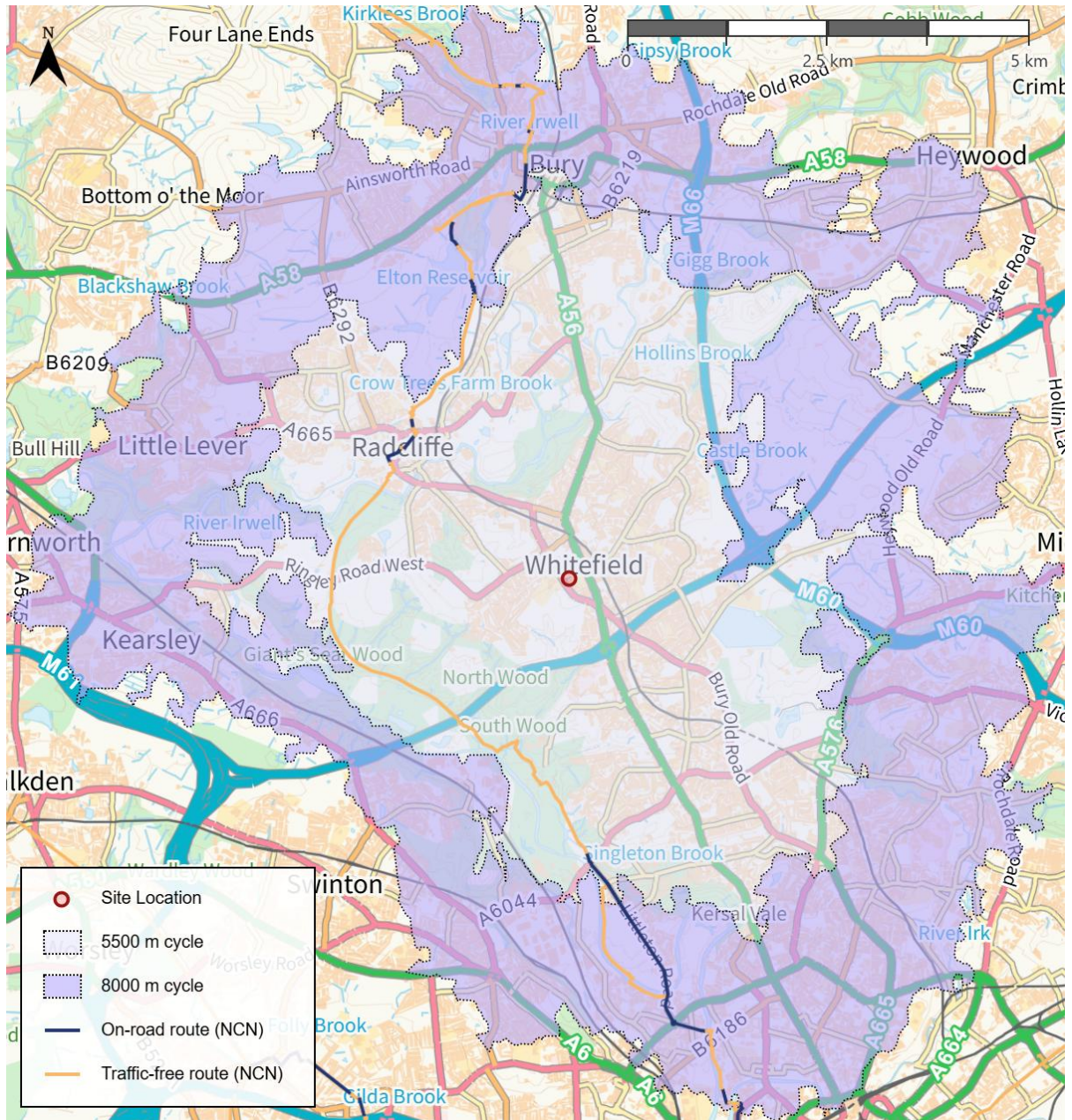


Figure 5.2 – Cycle Catchment

(Source: Ordnance Survey, Valhalla multi-modal routing engine provided by Interline)

- 5.3.6 The 5.5km catchment encompasses the entirety of Whitefield including key transport links such as Whitefield and Radcliffe Tram stops. The 8km catchment also extends as far as Bury town centre and Heywood to the north, Kearsley to the west, parts of Middleton to the east and Salford to the south.
- 5.3.7 It is considered that the site is accessible by cycle.

5.4 Public Transport Accessibility

- 5.4.1 Developed by Transport for Greater Manchester (TfGM), Greater Manchester Accessibility Levels (GMAL) are a measure of the accessibility of a point to both the conventional public transport network (i.e. bus, Metrolink and rail) and Greater Manchester's Local Link (flexible transport service), considering walk access time, service availability, and average waiting time. The method is essentially a way of measuring the density of the public transport provision at any location within the Greater Manchester region.
- 5.4.2 The accessibility index score is categorised into eight levels (1 to 8), with levels 1 and 8 are characterised by TfGM as 'very low' and 'very high' levels of accessibility, respectively. The site is located in an area with a GMAL rating of 5 (as of May 2025) and is considered appropriately situated to take advantage of existing public transport infrastructure within the area.
- 5.4.3 The National Model Design Code – Part 2 (DLUHC (now MHCLG), 2021) states: *“Generally, people are prepared to walk further to a railway station or tram stop (10 minutes) [800m walking distance] than to a bus stop (5 minutes) [400m walking distance].”* These times and distances are also cited in the CIHT document *‘Planning for Walking’* (2015).

Bus Accessibility

- 5.4.4 The ‘Pinfold Lane’ bus stops on Bury New Road are a c. 300m walking distance from the site. **Table 5.2** details the services that call at these stops, and their associated frequencies:

Bus Service	Route	Peak Hourly Frequency		
		Mon – Fri	Sat	Sun/Hols
95	Bury - Whitefield - Prestwich - Charlestown - Pendleton	Hourly	30 minutes	Hourly
98	Bury - Elton - Seddons Farm Estate - Salford - Shudehill	30 minutes	30 minutes	30 minutes
135	Bury - Whitefield - Cheetham Hill - Piccadilly Gardens	10 minutes	10 minutes	30 minutes

Table 5.2 – Summary of Bus Service Frequencies in the vicinity of the Site

- 5.4.5 These stops provide frequent access to residential areas, facilities, as well as larger public transport interchanges across the town every day of the week. Additionally, there is a school bus service to St Monicas (route 895), stopping at the Park Lane Bus stop on Higher Lane Road, c.130m walk from the site.
- 5.4.6 It is considered that the site is accessible by bus.

Metrolink (Light Rail) Accessibility

5.4.7 The nearest Metrolink station is Whitefield, located at a c. 700m walk from the site.

5.4.8 The following services call at this station:

- Green Line: Altrincham-Bury; and
- Yellow Line: Bury-Piccadilly.

5.4.9 All lines run at a frequency of every 12 minutes between 06:00 – 00:00 on Mondays to Saturdays, every 24 minutes between 00:00 – 01:00 on Fridays and Saturdays, and every 15 minutes between 07:00 – 00:00 on Sundays. Some services operate for part of the day at busier times.

5.4.10 The start and end times for specific stations will change over time in response to current circumstances. The Metrolink frequencies are accurate at the time of writing, whereas up-to-date times can be found on the Metrolink website at: <https://tfgm.com/public-transport/tram/tram-schedule>.

5.4.11 Users can change at Victoria and Deansgate-Castlefield to access the entire Metrolink network, as shown in the Metrolink map in **Figure 5.3**.

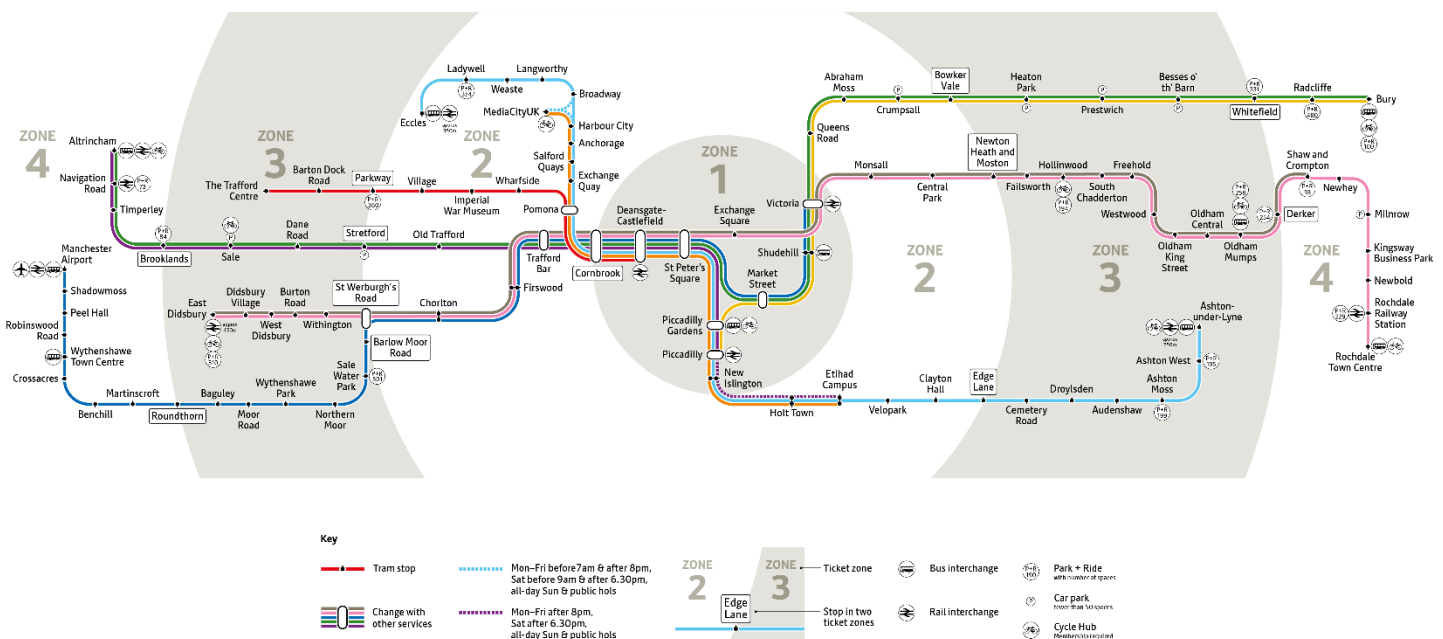


Figure 5.3 – TfGM Metrolink Network Map

(Source: TfGM, 2024)

5.4.12 In summary, it is considered the site is highly accessible by Metrolink (light rail).

5.5 Summary

5.5.1 It is considered the site is highly accessible by sustainable modes of transport, which are also usable by those with limited mobility and are wheelchair accessible. The surrounding area exhibits good levels

of pedestrian and cycling infrastructure, and there are a number of public transport opportunities within acceptable walking distance of the site.

6.0 Building Research Establishment Environmental Assessment Method Compliance

6.1 Overview

- 6.1.1 The development would be assessed against BREEAM UK New Construction 2018 standards and would seek to demonstrate compliance by obtaining a suitable number of credits. There are various criteria pertaining to traffic and transport – categorised under ‘Tra 01 Transport Assessment and Travel Plan’ and ‘Tra 02 Sustainable Transport Measures’ – for which developments can gain BREEAM credits.
- 6.1.2 Developments can gain a maximum of 12 credits – two for Tra 01 and 10 for Tra 02. All criteria forming Tra 01 must be met to gain the two credits, while there are various criteria under Tra 02 which can be met. The points awarded for the Tra 02 criteria are converted into credits, dependent on the AI of the site (see Table 7.3 of BREEAM UK New Construction 2018).
- 6.1.3 The assessment categories pertaining to Tra 01 and the relevant sections of this report where compliance has been assessed are summarised in **Table 6.1** below:

Criteria Description	Signposts
<u>Transport Assessment and Travel Plan:</u>	
1. No later than Concept Design stage, undertake a site-specific transport assessment (or develop a travel statement) and draft travel plan, which can demonstrably be used to influence the site layout and built form.	This document
2. The site-specific travel assessment (or statement) shall cover as a minimum:	
• If relevant, travel patterns and attitudes of existing building or site users towards cycling, walking and public transport, to identify relevant constraints and opportunities;	N/A (see para 7.1.8)
• Predicted travel patterns and transport impact of future building or site users;	Section 7 of TS
• Current local environment for pedestrians and cyclists, accounting for any age-related requirements of occupants and visitors;	Section 3
• Reporting of the number and type of existing accessible amenities within 500m of the site;	This section
• Disabled access accounting for varying levels and types of disability, including visual impairment;	This section
• Calculation of the existing public transport Accessibility Index (AI); and	This section
• Current facilities for cyclists.	Section 3

Criteria Description	Signposts
3. Following a transport assessment (in accordance with the requirements set out in criteria 2), develop a site-specific travel plan that provides a long-term management strategy which encourages more sustainable travel. The travel plan includes measures to increase or improve more sustainable modes of transport and movement of people and goods during the building's operation.	This document
4. If the occupier is known, involve them in the development of the travel plan.	Client has shared the draft ITP with the occupier for comment; none have been received
5. Demonstrate that the travel plan will be implemented and supported by the building's management in operation.	Section 10 of ITP

Table 6.1 – TRA01 Compliance

6.1.4 As such, the development would gain both credits for Tra 01.

6.1.5 The assessment categories pertaining to Tra 02, the relevant sections of this report where compliance has been assessed, and the points awarded are summarised in **Table 6.2** below:

Criteria Description	Signposts	No. of Points
<u>Sustainable Transport Measures:</u>		
1. Prerequisite: Achieve criteria 3–5 in the Tra 01 Transport Assessment and Travel Plan credit.	This section	
2. Identify the sustainable transport measures as per Table 7.4 in BREEAM guidance.		
The existing AI calculated in Tra 01 ≥ 8;	This section	1
- Demonstrate an increase over the existing Accessibility Index through negotiation with local bus, train, or tram companies to increase the frequency of the local service provision for the development; OR - Demonstrate an increase over the existing Accessibility Index. This could be through provision of a diverted bus route, a new or enhanced bus stop, or other similar solutions; OR - Provide a dedicated service, such as a bus route or service.	Not achieved	0
Provide a public transport information system in a publicly accessible area, to allow building users access to up-to-date information on the available public transport and transport infrastructure. This may include signposting to public transport, cycling, walking infrastructure or local amenities;	Section 8 of ITP	1
Provide electric recharging stations of a minimum of 3kW for at least 10% of the total car parking capacity for the development;	Section 7 of ITP	1
- Set up a car sharing group or facility to facilitate and encourage building users to car share; AND - Raise awareness of the sharing scheme with marketing and communication materials; AND - Provide priority spaces for car sharers for at least 5% of the total car parking capacity for the development; AND - Locate priority parking spaces nearest the development entrance used by the sharing scheme participants.	Not achieved	0

Criteria Description	Signposts	No. of Points
- During preparation of the brief, the design team consults with the local authority (LA) on the state of the local cycling network and public accessible pedestrian routes, to focus on whichever the LA deems most relevant to the project, and how to improve it; AND - Agree and implement one proposition chosen with the local authority. The proposition supported by the development is additional to existing local plans and has a significant impact on the local cycling network or on pedestrian routes open to the public.	Not achieved	0
Install compliant cycle storage spaces to meet the minimum levels set out in Table 7.5;	This section	1
The above has been achieved; provide at least two compliant cyclists' facilities for the building users (showers, changing facilities, lockers, drying spaces);	Not achieved	0
Existing amenities: At least three existing accessible amenities are present;	This section	1
Enhanced amenities: - Ensure a minimum of one new accessible amenity, in accordance with Table 7.6 on page 191, for the relevant Building Group, is provided; OR - Ensure a more than one new accessible amenity, in accordance with Table 7.6 on page 191, for the relevant Building Group, is provided.	Not achieved	0
Implement one site-specific improvement measure, not covered by the options already listed in this issue, in line with the recommendations of the travel plan. Submit this for review by BRE.	Section 8, pending BRE review (see para 6.1.8)	
3. Award credits according to the existing Accessible Index (AI) of the project, and the total number of points achieved for the options implemented, see Table 7.3 of BREEAM guidance.	See below	

Table 6.2 – TRA02 Compliance

6.1.6 **Table 6.3** below summarises the points and credits received by the development:

Category	Criteria	Value
Tra 01	Credits	2
Tra 02	Points	5
	Accessibility Index	9.92
	Credits	5
Transport Total	Credits	7

Table 6.3 – Compliance Summary

6.1.7 Further elaboration on some of the above criteria are as follows:

- Lighting, landscaping and shelter to create pleasant pedestrian and public transport waiting areas** – Bus stop available adjacent to the site;
- Restrictions or charging for car parking** – To adhere to the Trust's car parking policy;
- Pedestrian and cyclist friendly (for all types of user regardless of the level of mobility or visual impairment) with the provision of cycle lanes, safe crossing points, direct routes,**

appropriate tactile surfaces, good lighting and signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes – Will be delivered within the site as part of proposed development;

- **Provision of suitable taxi drop-off or waiting areas** – Taxis can use the proposed parking; and
- **Ensure rural buildings have appropriate access to transport to serve the local community adequately (where procured to do so, e.g. community centre)** – Not applicable as development is in an urban area.

6.2 Accessible Amenities

6.2.1 BREEAM requires reporting on the number and type of amenities within 500m of the site (based on current Tra 02 criteria) to obtain credits. The number and type of existing accessible amenities within 500m of the site can be summarised in **Table 4.2** below:

No.	Amenity	BREEAM Criteria / Type	Proximity to Site (m)
1	Stand Cricket Club	Access to a recreation or leisure facility for sports or fitness	250m
2	Greenleaf Pharmacy	Over the counter services associated with a pharmacy	300m
3	Bury New Road (comprising restaurants and bars)	Appropriate food outlet	300-500m
4	Whitefield Golf Club	Access to a recreation or leisure facility for sports or fitness	430m
5	Hamilton Road Park Playground	Access to an outdoor open space	450m

Table 6.4 – Number and Type of Existing Accessible Amenities within 500m of the Site

6.3 Accessibility Index

6.3.1 BREEAM also requires reporting on the public transport accessibility (i.e. Tra 01 – public transport solutions) to obtain credits. This includes calculation of the Accessibility Index (AI) of the site.

6.3.2 The methodology for calculating the AI uses Transport for London's Public Transport Accessibility Level (PTAL) method, itself based on a methodology developed in 1992 by the London Borough of Hammersmith and Fulham. The GMAL methodology is also derived from the PTAL approach but modified to consider flexible transport service provision (Local Link) and to reflect local service provision levels (different accessibility levels) within Greater Manchester.

6.3.3 Based on previous experience and guidance from the BREEAM Knowledge Base, it is considered that GMAL index scores can be used interchangeably as the AI of the site to demonstrate compliance against BREEAM.

6.3.4 The site is located in an area with a GMAL rating of 5 as mentioned earlier, with a further GMAL index score of 9.92 (May 2025). This is understood to be the AI of the site.

6.3.5 It can be observed that the site's AI of 9.92 suggests that the site has an adequate level of public transport accessibility in relation to BREEAM.

6.4 Cycle Parking

6.4.1 Cycle parking needs to be determined against BREEAM requirements.

6.4.2 BREEAM requires 1 space per 10 staff and 1 per 2 consulting rooms or 10 beds (whichever is greater), with a minimum of four spaces. As such, 8 spaces would be necessary for the proposed development (28 staff and 9 consulting rooms) to gain the BREEAM point. 20 spaces are proposed.

7.0 Development Proposals

7.1 Overview of Proposals

- 7.1.1 The proposed development would provide a c. 583sqm Medical Centre with associated parking and access to replace the existing Uplands Medical Practice, located c. 250m to the north-east of the site.
- 7.1.2 The practice is proposed to operate six days a week between the hours of:
- 08:00 – 20:00 on weekdays; and
 - 10:00 – 17:00 on Saturdays.
- 7.1.3 The new GP Surgery will provide nine consult rooms and two treatment rooms to allow more patients to be seen and reduce waiting times within the community.
- 7.1.4 The 11 clinical rooms would allow for growth for a list size of over 11,000 (see **Section 3.2**), although an additional notional doctor would be required.
- 7.1.5 The proposed site layout is provided in **Appendix A**, with a visualisation of the proposals below:



Figure 7.1 – Visualisation of Proposed Development
(Source: Gilling Dod, 2025)

7.2 Proposed Access

Vehicular Access

- 7.2.1 Vehicular access would remain as per the existing situation, with a priority junction with Pinfold Lane.

Pedestrian and Cycle Access

- 7.2.2 Pedestrians and cyclists would access the site in the same manner as vehicles. There will be c.2m wide footways provided throughout the site.

7.3 Proposed Parking

- 7.3.1 Policy HT2/4, 'Car Parking and New Development', of the Bury UDP states that:

"The Council will require all applications for development to make adequate provision for their car parking and servicing requirements in accordance with the Council's car parking standards."

- 7.3.2 SPD 11: Parking Standards in Bury, adopted in June 2025, details the Council's requirements of the level, layout and design of various types of parking for all land uses, including healthcare.

- 7.3.3 The SPD takes a zonal approach (Zones 1 to 4) based on the varying levels of accessibility throughout the borough. Sites in more accessible areas are expected to provide less parking. The existing Uplands Medical Practice is in Whitefield District Centre (Zone 2), while the site is within 400m of the District Centre (Zone 3).

- 7.3.4 **Table 5.1** below summarises the relevant standards, how these apply to the proposed development, and the proposed provision:

	Car		Disabled	EV	Cycle	Motorcycle
	Zone 2	Zone 3				
Standard	1 space per 2 staff and 3 spaces per consulting room	1 space per 2 staff and 4 spaces per consulting room	6% of capacity or 3 spaces whichever is greater.	10% of spaces to have access to an electric vehicle charge point (Active Provision) and a further 10% to have passive charging provision	Staff long stay parking: 1 secure covered space & locker per 4 staff Short stay visitor parking: 1 space per 50sqm	GFA of 1000sqm or more: A minimum of 2 spaces with anchorage points; 1 space per 70 total car spaces. Minor Developments GFA below 1000sqm: Case by case basis.
Applied to Uplands	41	50	3	4 / 5 with charger, and 4 /	7 for staff and 12 for visitors	Case by case basis

	Car		Disabled	EV	Cycle	Motorcycle
	Zone 2	Zone 3				
(28 WTE staff and 9 consulting rooms)				5 with passive provision		
Proposed Provision	24		4	3 with chargers at rear of the building	20 spaces, including 8 staff only	None

Table 7.1 – Parking Standards

- 7.3.5 The proposed development will provide a total of 24 car parking spaces, including three EV parking spaces (12.5% of total) and four disabled spaces (16.7% of the total).
- 7.3.6 There will be four cycle parking spaces adjacent to the main entrance, with a further 16 at the rear of the building, including eight which will be within a locked staff-only area. All cycle parking will be covered. Signage will be provided near the cycle parking at the front of the building to direct them to the rear when full.
- 7.3.7 The number of parking spaces that can be provided is constrained by the scale of the site and the retention of the existing building, however the parking accumulation undertaken in Section 7.3 of the TA demonstrates that there will be a sufficient level of parking to accommodate the demand.
- 7.3.8 It should also be noted that there are double yellow lines along both sides of Pinfold Lane, as shown in **Section 2.3**, and other surrounding roads, which will control on-street parking and encourage staff and patients to park within the car park.

7.4 Proposed Servicing Arrangements

- 7.4.1 Refuse collection will take place from Pinfold Lane, similar to existing servicing operations for the surrounding residential properties.
- 7.4.2 Small deliveries and collections will take place within the car park.
- 7.4.3 Further details are provided in the Servicing Management Plan (Curtins Document Reference: **087132-CUR-XX-XX-T-TP-00003**).

8.0 Travel Plan Initiatives

8.1 Introduction, Aim and Objectives

- 8.1.1 Taking into account the location of the proposed development and the accessibility of the site via walking, cycling and public transport, a series of measures and initiatives have been developed to encourage active and sustainable travel and reduce single occupancy car travel to and from the site.
- 8.1.2 This section of the ITP sets out the initiatives that could be implemented in a full Travel Plan at the site.
- 8.1.3 Considering the benefits in **Section 2** and the end users, this ITP aims to minimise the number of car trips generated by the development – particularly single occupancy ones and those undertaken in internal combustion engine vehicles.
- 8.1.4 The ITP will be guided by with the following objectives, all within the above overarching aim:
- **Objective 1** – To increase the level of walking to and from the site;
 - **Objective 2** – To increase the level of cycling to and from the site;
 - **Objective 3** – To increase the level of public transport use to and from the site;
 - **Objective 4** – To encourage car sharing and shared transport to and from the site; and
 - **Objective 5** – To encourage uptake of Ultra Low and Zero Emission vehicles.

8.2 Provision of Sustainable Travel Information

- 8.2.1 Welcome Packs can be important in influencing travel patterns and therefore it is envisaged that they will be supplied to all staff and patients at the development in the early stages of operation and be made available in a communal area, for example in reception.
- 8.2.2 The Welcome Packs will introduce the Travel Plan concept detailing the aims, objectives, and aspirations, provide contact details for the TPC, and include the following information:

Objectives	Contents
1 – To increase the level of walking to and from the site	• A summary of the health, environmental, and social benefits of active travel and public transport, similar to that provided in Section 2; • The TfGM website at https://beeactive.tfgm.com/where-you-live/ which comprises details of walking routes and facilities accessible within a 15-minute walk; • The Greater Manchester Walking website at https://gmwalking.co.uk/ which provides resources on walking routes and tips on getting started with walking as a form of commute; • Calendar of events such as “National Walking Month”.

Objectives	Contents
2 – To increase the level of cycling to and from the site	- A summary of the health, environmental, and social benefits of active travel and public transport, similar to that provided in Section 2; - Maps showing local cycling routes (for example https://tfgm.pindarcreative.co.uk/tfgm_interactive_mapping_county_map) - The TfGM website at https://beeactive.tfgm.com/ which comprises details on cycle training, parking, paths, maps, hire, or bringing bicycles on public transport; - Details of local cycle shops; - Calendar of events such as ‘National Bike Week’; and - The https://www.cyclestreets.net/ website for journey planning by bike.
3 – To increase the level of public transport use to and from the site	- A summary of the health, environmental, and social benefits of active travel and public transport, similar to that provided in Section 2 - A map showing local bus and rail stations in the vicinity of the site - Links to up-to-date public transport services, timetables, and routes (for example https://tfgm.com/public-transport); and - Details of TfGM’s online journey planning resources: https://tfgm.com/plan-a-journey. - Linking information systems regarding bus and rail travel timetables to the staff intra-web service / website to form a “One-Stop-Shop” for all public transport queries; - Advertise any promotions / discounts offered by public transport operators.
4 – To encourage car sharing and shared transport to and from the site	- Details of internal car sharing scheme; - Links to Liftshare registration: https://liftshare.com/uk; and - Raise awareness of car ownership costs and highlight the social and economic benefits of car sharing.
5 – To encourage uptake of Ultra Low and Zero Emission vehicles	- Details of alternative modes of travel and their benefits, such as the use of electric vehicles: https://electrictravel.tfgm.com/. - Transport & Environment’s interactive online calculator (https://www.transportenvironment.org/discover/how-clean-are-electric-cars/) provides information on the carbon impact of various types of cars when considering a new vehicle purchase.

Table 8.1 – Sustainable Travel Information

8.2.3 This information will be periodically updated by the Travel Plan Coordinator (TPC).

8.3 Measures to Encourage Walking

8.3.1 The following measures will be provided and maintained in order to encourage staff and patients to walk:

- Clear signing of pedestrian routes within and adjacent to the site;

- Adequate lighting, landscaping, and shelter to create pleasant pedestrian waiting areas; and
- Participating in Living Streets' Walking Works (which includes weekly challenges tailored to the business, Walk Champion training, Walking Works Award)

8.4 Measures to Encourage Cycling

8.4.1 Cycle parking will be provided as part of the development proposals. The provision of sufficient cycle parking of suitable quality has a key synergy with the successful implementation of travel plans.

8.4.2 To encourage staff and patients to cycle, the following measures will be provided:

- Periodically monitoring demand and uptake of cycle parking spaces and facilities provided onsite. Should the demand for spaces or facilities increase, additional supply could be provided where appropriate;
- Register staff and employees to the cycle to work scheme, which can save employees up to 42% on a new cycle and safety accessories;
- Ensure that there is sufficient cycling infrastructure and facilities on-site, such as:
 - Provision of signage in and around the site;
 - Pedestrian and cyclist friendly infrastructure on site with signposting to other amenities, public transport nodes and adjoining off-site pedestrian and cycle routes;
 - Sufficient security at proposed cycle parking facilities;
 - Shower and changing room facilities to be provided in the building; and
 - Provide an on-site cycle repair stand.

8.4.3 Additional measures such as encouraging a "cycle buddy" scheme via a development-wide Bicycle User Group (BUG), making a 'bike doctor' available at BUG meetings to check bicycles and ensure they are road worthy (any recommended repairs will be identified, but it would be the responsibility of the individual to fund the repairs), and having the TPC negotiate discounts with local cycle retailers could also be considered.

8.5 Measures to Encourage Public Transport

8.5.1 The site is located within close proximity of existing bus and tram services.

8.5.2 The following measures could be considered in order to encourage staff and patients to travel by public transport:

- Implement a staff business policy of considering active travel and public transport in the first instance;
- Arrange for season ticket loans for staff where a monthly deduction is made from their pay; and
- Offering limited time discount tickets.

8.6 Measures to Encourage Car Sharing / Shared Transport

Car Sharing

- 8.6.1 Car sharing is an effective way of reducing single occupancy car trips if a number of people travel to the same location each day. This could be simply encouraged on an informal basis.
- 8.6.2 To aid the coordination of car sharing, it is suggested that staff who are willing to car share should submit their name to the Travel Plan Coordinator (TPC). People could then be matched with those undertaking similar journeys on a more informal basis through informal events such as 'car share coffee mornings'. Staff will also be encouraged to separately discuss with colleagues and peers the option to car share to and from the site, with common needs, timetables, or destinations.
- 8.6.3 It is envisaged that this would need to be regularly maintained / revised.
- 8.6.4 Alternatively, www.liftshare.com/uk is a public website where prospective car sharers can search for matches on their own by filtering via location and time of departure etc.

8.7 Measures to Encourage Ultra-Low and Zero Emission Vehicles

- 8.7.1 Ultra-Low (ULEV) and Zero Emission Vehicles (ZEV) contribute substantially to reduce the carbon footprint of private transportation¹⁵.
- 8.7.2 The proposed development includes an 8% Electric Vehicle Charge (EVC) provision, with active charge points installed, upon occupation of the development.
- 8.7.3 Demand for EVC will be monitored as part of the Travel Plan with additional charge points installed, as necessary, to meet demand.

¹⁵ Carbon Brief (2019). Factcheck: How electric vehicles help to tackle climate change [Online]. Available at: <https://www.carbonbrief.org/factcheck-how-electric-vehicles-help-to-tackle-climate-change/>

9.0 Targets

9.1 Introduction

- 9.1.1 Target setting is an important part of any Travel Plan, providing a focus for the overall process and a measure against which the Travel Plan initiatives can be judged. This section sets out the strategy for the Travel Plan targets and provides an overview of the data that should be collected as part of future travel surveys to inform the full Travel Plan once developed.

9.2 Data Collection and Analysis

- 9.2.1 As the development has not yet been constructed, it is not possible to undertake any travel surveys of future staff and patients. Therefore, it is not appropriate to provide a definitive set of targets at this stage.
- 9.2.2 In order to understand travel habits, a survey will be undertaken within 3 months of first occupation. Recipients will be encouraged to participate, and the surveys would seek the following key information:
- Place of residence;
 - Usual mode of travel and reason for modal choice;
 - Attractiveness of various active and sustainable modes;
 - Any barriers to walking, cycling and public transport; and
 - Initiatives that would encourage staff and patients to travel more sustainably.
- 9.2.3 This information will enable analysis to be undertaken to establish final targets. It will also provide information on reasons for that modal split and identify any measures that may encourage a modal shift.
- 9.2.4 Questions will be transferred to an online survey service, such as SurveyMonkey or Microsoft Forms. Staff and patients would be sent this link in the early stages of operation and can click on it to be directed to an internet-based survey.
- 9.2.5 Paper surveys will also be made available across communal areas of the site. These results will be manually input for analysis alongside the electronic surveys.
- 9.2.6 The information obtained will be used to undertake modal split analysis. Staff and patients will then be surveyed annually from the initial survey to review progress against current and targeted modal splits, as well as means of testing the effectiveness of the Travel Plan measures.

9.3 SMART Targets

- 9.3.1 All performance indicator targets and potential modal split targets are considered to be suitable interim measures before travel surveys are undertaken.

9.3.2 At this point, official targets will be set through consultation with Bury Council. The official targets will be **SMART** (Site-specific – Measurable – Achievable – Realistic – Timed).

9.3.3 Once the travel surveys have been undertaken, it is possible to monitor modal splits so that Travel Plan initiatives can be tailored to increase uptake of certain modes of travel. Modal split targets are set for a reduction in private car use offset by an increase in sustainable modes.

9.3.4 The following phrases have been used to give a general indication of timescales for the '**SMART**' targets following the adoption of the Travel Plan:

- Short-Term Target – within one year;
- Medium-Term Target – for between 1 – 3 years; and
- Long-Term Target – more than 3 years.

9.3.1 To provide an indication of potential targets, an example is provided in **Table 7.1** below:

Example of Potential Modal Shift Targets					
Travel Mode	Existing	Short Term	Medium Term	Long Term	Total Target
Car Driver	TBC following surveys	-2%	-4%	-4%	-10%
Car Share		+1%	+1%	+1%	+3%
Public Transport		+1%	+1%	+1%	+3%
Cycle		-	+1%	+1%	+2%
Foot		-	+1%	+1%	+2%
Other		-	-	-	-

Table 9.1 – Example of Potential Targets

9.3.2 The example modal split targets above aim for a 10% reduction in single occupancy car trips, whilst aiming for a 10% increase in trips by more sustainable modes such as public transport, walking, cycling, and car sharing.

9.3.3 The targets are considered to be realistic when considering the Travel Plan Initiatives as detailed throughout **Section 6** and follow the principles and goals of the Greater Manchester Transport Strategy 2040.

9.3.4 However, the above targets are indicative only, and final targets will be decided following the receipt of the travel surveys.

10.0 Monitoring and Review

10.1 Introduction

10.1.1 This section of the report sets out the proposed management arrangements associated with the ITP.

10.1.2 Department for Transport (DfT) Good Practice Guidelines outlines six key messages regarding implementation and management, as follows:

- *“Travel plans are living documents that need to be updated in the light of experience and sustained throughout the life of a development.*
- *At all times a named individual needs to be responsible for leading the delivery of the travel plan.*
- *The developer/occupier should take the lead in respect of delivering the site-specific elements of the travel plan.*
- *Local authorities need to establish robust databases of all travel plans in their areas.*
- *Post-implementation management arrangements must be identified and included in the travel plan.*
- *Transport Management Associations may be an appropriate mechanism for assisting with the implementation and on-going management of travel plans within a wider area.”*

Source: Good Practice Guidelines: *Delivering Travel Plans through the Planning Process*. DfT, 2009.

10.1.3 It is clear from the above that a TP document should be considered as merely the starting point of the process. The implementation of a TP is an on-going requirement and will require support and leadership in achieving its objectives.

10.2 Responsibility and Management

10.2.1 Overall responsibility for the TP will lie with the occupier / any future owner of the buildings if transacted prior to completion. Following initial occupation, the ITP will need to be updated to a full Travel Plan. This will involve the distribution of travel surveys.

10.2.2 The survey information will enable analysis to be undertaken to establish final targets. It will also provide information on the reasons for modal splits and identify measures that may encourage a modal shift.

10.2.3 At this point, the day-to-day responsibility will shift to the appropriately appointed Travel Plan Co-ordinator (TPC).

10.2.4 Notwithstanding, adequate consultation and support from the scheme developer will be required to ensure the smooth implementation of the TP. For example, support for a TPC in ways including, but not limited to, funding to enable them to fulfil their duties and deliver the TP as intended.

10.3 Travel Plan Coordinator (TPC)

- 10.3.1 The primary support and leadership for implementing a Travel Plan should come from an individual appointed as the Travel Plan Coordinator (TPC). The duty of the TPC will be to take responsibility for ensuring that the various elements of the Plan are monitored and operate effectively to offer a genuine choice of travel modes.
- 10.3.2 At least one month before first occupation of the proposed development, a Travel Plan Coordinator (TPC) will be appointed. This role is likely to be assigned to an existing member of staff.
- 10.3.3 One of the primary responsibilities of the TPC is to work with TfGM to deliver free personalised travel planning for staff / residents incorporating a survey, events and then advice to staff / residents on sustainable travel choices.
- 10.3.4 The TPC will take responsibility for ensuring that the various elements of the plan are monitored and operate effectively to offer a genuine choice of travel modes. Typical duties include:
- Leading on the delivery of the TP;
 - Representing the human face of the TP and explaining its purpose and opportunities on offer;
 - Implementing and promoting sustainable travel initiatives to ensure a coordinated approach across the site as a whole;
 - Promoting individual measures/initiatives in the TP and instigate a marketing campaign upon first occupancy of the site;
 - Liaising with public transport operators;
 - Monitoring the TP and identifying trends in relation to the targets and reporting the findings to relevant parties (i.e. Bury Council); and
 - Taking a key role in reviewing the TP according to the achievement of the modal shift targets specified therein.
- 10.3.5 As well as this document, the TPC should consult TfGM's interactive dedicated travel planning website for employers – <https://tfgmbusinessstravel.exhibition.app/> – which aims to act as a 'one stop shop' providing guidance for businesses looking to make affordable and sustainable travel choices and support the wider regional economy. Visitors to the TfGM business portal will find resources for both employers and employees, ranging from travel planning tools such as travel survey templates through to information on new flexible tickets and active travel provision such as Greater Manchester's cycle hire scheme.
- 10.3.1 The TPC will remain in-post for the duration of the monitoring period and the Council will be notified if the holder of the TPC role changes during this time.

10.4 Monitoring and Evaluation

- 10.4.1 The monitoring of travel behaviour is vital to measure progress towards the targets and would be the responsibility of the appointed TPC. Apart from receiving regular updates from staff and patients and liaising with Bury Council on transport-related matters, the main monitoring process will involve travel surveys as described in **Section 9** above.
- 10.4.2 A monitoring period of 5 years is proposed from the date of the baseline travel surveys to ensure the effective implementation of the TP. The five-year monitoring schedule will include six surveys: the initial monitoring survey and five follow-up surveys.
- 10.4.3 The results of each survey would be used to review progress against target modal splits, where the TPC will calculate the percentage share of all travel modes to and from the site. Where targets are not met, remedial actions will be proposed, agreed, and then monitored for effect.
- 10.4.4 The modal split figures calculated will be compared with other data sources to ensure the robustness of the information provided.
- 10.4.5 In order to record and communicate the progression of the Travel Plan, the TPC will produce annual monitoring reports. This report will include, but may not be limited to the following, if applicable:
- Reporting of progress against the targets set once the travel survey is completed;
 - Provision of information relating to new initiatives introduced;
 - Provision of information on proposed initiatives due for implementation; and
 - Details of relevant external transport-related news (e.g. new local bus services, new local cycle infrastructure).
- 10.4.6 Upon request, the monitoring reports will be provided to officers at Bury Council annually following the receipt of the surveys and a summary of the survey results made available to staff and patients by the TPC.

11.0 Action Plan

11.1 Introduction

11.1.1 **Table 11.1** below summarises the key actions from the document by providing an Action Plan for the Travel Plan process:

Action	Target Date	Responsibility
Appoint TPC	One month before first occupation	The occupier / any future owner of the buildings if transacted prior to completion
Produce Welcome Pack	Upon first occupation of the development	TPC
Implement TP Initiatives	During occupation of the development	TPC
Undertake Initial Travel Surveys	Within three months of first occupation	TPC
Decide Targets	Within one month of undertaking the initial surveys	TPC in conjunction with Bury Council
Update ITP to a full Travel Plan	Within two months of agreeing modal splits with Bury Council	TPC
Distribute Travel Survey Results to Bury Council	Within three months of each travel survey phase	TPC
Carry Out Annual Travel Surveys and Other Monitoring Exercises	Annually for at least five years from the date of the baseline travel surveys (or until a date to be agreed with Bury Council)	TPC

Table 11.1 – Action Plan

11.1.2 As a TP is a living document which should be adapted and updated as and when required, the TPC should aim to progress these actions within the allocated timeframe, with support as required from the scheme developer / management.

11.1.3 Progress against measures can be directly recorded into a working version of an Action Plan, which could be updated on an annual basis as part of the monitoring and review process.

Appendix A – Proposed Site Layout

Our Locations

Birmingham

2 The Wharf
Bridge Street
Birmingham
B1 2JS
T. 0121 643 4694
birmingham@curtins.com

Bristol

Quayside
40-58 Hotwell Road
Bristol
BS8 4UQ
T. 0117 302 7560
bristol@curtins.com

Cambridge

50 Cambridge Place
Cambridge
CB2 1NS
T. 01223 631 799
cambridge@curtins.com

Cardiff

3 Cwrt-y-Parc
Earlswood Road
Cardiff
CF14 5GH
T. 029 2068 0900
cardiff@curtins.com

Douglas

Varley House
29-31 Duke Street
Douglas
Isle of Man
IM1 2AZ
T. 01624 624 585
douglas@curtins.com

Dublin

11 Pembroke Lane
Dublin 2
D02 CX82
Ireland
T. +353 1 507 9447
dublin@curtins.com

Edinburgh

1a Belford Road
Edinburgh
EH4 3BL
T. 0131 225 2175
edinburgh@curtins.com

Glasgow

Queens House
29 St Vincent Place
Glasgow
G1 2DT
T. 0141 319 8777
glasgow@curtins.com

Kendal

Units 24 & 25 Riverside Place
K Village
Lound Road
Kendal
LA9 7FH
T. 01539 724 823
kendal@curtins.com

Leeds

Ground Floor
Rose Wharf
78-80 East Street
Leeds
LS9 8EE
T. 0113 274 8509
leeds@curtins.com

Liverpool

51-55 Tithebarn Street
Liverpool
L2 2SB
T. 0151 726 2000
liverpool@curtins.com

London

40 Compton Street
London
EC1V 0BD
T. 020 7324 2240
london@curtins.com

Manchester

Merchant Exchange
17-19 Whitworth Street West
Manchester
M1 5WG
T. 0161 236 2394
manchester@curtins.com

Nottingham

32-34 Stoney Street
Nottingham
NG1 1LL
T. 0115 941 5551
nottingham@curtins.com