



Travel Plan Monitoring Meeting (2016/17 Q4 Report)

Present	W Blair (The Christie)	R Gil (The Christie)	Rob Dillion (MCC)	
Date:	Ian Graham	Juliet Felstead (MCC)		
27 th July 2017				
				Action
1.	Welcome & introductions			
	IG welcomed everyone to the meeting.			
2.	Minutes of the previous meeting			
	Minutes of the previous meeting were approved			
3.	Christie Neighbourhood Forum update			
	<p>RG and WB provided on overview of the discussions that took place at the Forum held on the 4th July the point of discussion had been feedback on the two neighbourhood workshops regarding the tiered car park proposal.</p> <p>WB fed back that a resident at the working group had enquired into if the Christie was following MCC guidelines on cycle stand numbers. IG explained that there are no minimum standards for levels of cycle parking for businesses. There is some guidance in relation to new developments. It is expected that the Christie is ambitious in its push for increasing cycling numbers.</p>			
4.	Travel survey results			
	<p>A discussion on the staff survey took place.</p> <p>RD asked if the survey could be made compulsory. RG and WB did not see how it could be made compulsory and that response rates were high for the survey. WB added that validation checks can be done with postcode data and cycle stand occupancy.</p> <p>The frequency of the survey was also debated. WB felt that increasing the frequency would potentially reduce the number of respondents as there is a lot of internal surveys. WB added that a question regarding sustainable travel will be added to the new starter survey.</p> <p>WB and RG agreed to review potential improvements to the travel survey.</p>			RG/WB
5.	Dashboard			
	<p>WB provided an overview progress made over the last quarter:</p> <ul style="list-style-type: none"> • Meetings taking pace with TfGM to initiate an eight week walking program that will encourage staff to be passionate about a walking and see the health benefits that can come from including walking as part, or their entire journey. The walking program will include: <ul style="list-style-type: none"> ➤ Weekly walks over the eight week period. ➤ Training up walking champions – training will be official Ramblers training. ➤ Developing a walking routes map covering local amenities, public transport stops and parks. • Monthly free bicycle maintenance sessions. • Monthly cyclist breakfast – reward cyclist with a voucher for free drink and 			

	<p>cereal bar.</p> <ul style="list-style-type: none"> • 2017/2018 £100K sustainable travel fund has been approved for a major marketing exercise that is dynamic and positive. Funding will also be used for sustainable travel schemes and infrastructure. • Staff Health and Wellbeing Event 13th April 2017 – promotion of active travel and public transport advice • Public transport promoted for National Clean Air day • TfGM offer: Employees who currently drive to work can benefit from getting a monthly Metrolink ticket for half price. • System One – corporate agreement with System One Travel Limited to offer discounted monthly and annual tickets. Tickets now available to staff. • Travel plan coordinator and Corporate Finance Manager have provided a car club provider with 2016/2017 business travel data so that a proposal can be developed. <p>A discussion on the benefits of car club membership took place. WB informed that discussion would take place with a department that undertakes a lot of the business travel to potentially develop a pilot. WB agreed to update at the next meeting.</p>	WB
6.	MCC Report	
	<p>IG provided on update and overview of current sustainable travel developments in Greater Manchester.</p> <p><u>Wilmslow Road Cycleway</u> – Completed. IG will inform if there is a formal opening.</p> <p><u>Mobike</u> – Pilot up and running and can be promoted to staff.</p> <p><u>SMART Ticketing</u> – Smart ticketing to be available on rail by 2018</p> <p><u>Chorlton cycleway</u> – new cycle way under development.</p>	
7.	AOB	
	<p>WB asked IG if there was any update on the cycle stands that were to be installed outside the MCRC as part of the Clean city airport program. IG agreed to look into the matter.</p>	IG
8.	Date of next meeting :	
	6 th November 2017 14:30 – 16:00	