

Middlesex University

Travel Plan *Review*

2016 - 2021



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I INTRODUCTION

What is a Travel Plan?

The Middlesex University Travel plan is a package of practical measures to promote and encourage more sustainable travel choices for staff, students and visitors.

The Plan will help us achieve our strategic aim to reduce the negative impacts of travel such as congestion, carbon emissions and air pollution.

This revised Travel Plan sets future travel planning objectives and targets for the next 5 years under 5 spotlights:

- 1 Carbon Emissions & Air Pollution
- 2 Road Safety
- 3 Health and Physical Activity
- 4 Promote Sustainable Travel
- 5 Congestion

Why do we need one?

Middlesex University has gone through huge changes in recent years. Six campuses consolidated onto one main site at Hendon, providing a state of the art campus offering top quality facilities to staff and students. The main campus is supported by several satellite sites: Allianz Park, Beaufort Park, Colindeep lane and Colinhurst house.

This Travel plan Review is taking into consideration the continuing development of Hendon Campus including the provision of a new building Ritterman, due to be occupied in October 2016, which will enable existing Schools and Services to have better accommodation and more space.

Environmental Management Policy

Middlesex University Environmental Management Policy is a key driver for the Travel Plan. This renewed format of the Travel Plan will include a range of targets to align with the policy to include our impact on the local environment as well as the health and wellbeing of our staff and students.



2 OVERVIEW

Travelling in Hendon

Hendon is a busy urban area in the London Borough of Barnet. There is a great deal of both residential and commercial activity close to the campus and in the surrounding areas.

The main campus is well served by various bus services (day and night), there is an underground station a 10 minute walk away and a British Rail main line station within a 20 minute walk.

Pedestrian access is good with well light easy access, pedestrian crossings, subways and directional signs.

There are many routes suitable for cyclists in close proximity to Hendon, there is an advisory cycle route along Church End and part of Church Road which is shared with general traffic and can be busy at peak times, there are quieter routes surrounding the campus although there are no designated cycle routes along The Burroughs, Watford Way or Church Hill Road.

Despite the high level of public transport facilities in our local area, the level of single occupancy car journeys (SOCJ) is still high. Survey feedback suggests that this is largely due to the challenges, travel time and high costs incurred by commuters having to travel into Zone 1 and then out again to get to Hendon.

Travelling in London

Transport for London (TfL) provide some very useful tools to aid commuters with journey planning, all accessible from their website: www.tfl.gov.uk (TfL Journey Planner, Live Bus Arrivals, Journey Alert, Service Updates, TfL Maps).

On site parking at Middlesex University is limited and closely managed. Students may not apply for a parking permit unless they are registered blue badge holders, and staff that joined after January 2010 do so in the knowledge that they may not apply for a parking permit.

We provide a total of 164 spaces for bicycle parking across the campus and there is designated parking for motorbikes and scooters.

Scope of the Travel Plan

The Travel Plan covers the whole of Middlesex University, including our sites at Allianz Park, Beaufort Park, Colindeep Lane and Colinhurst House. It takes into consideration Halls of Residence at Usher Hall, Platt Hall, Writtle House and Ivy Hall. In September 2016 we will also take occupation of rooms at Olympic Way, Wembley.

The Travel Plan centres on travel as part of the University's day to day operations including staff and student commuting and business travel across the organisation. Travel is something that affects us all, we all do it and therefore we all contribute to the impacts both negative and positive.

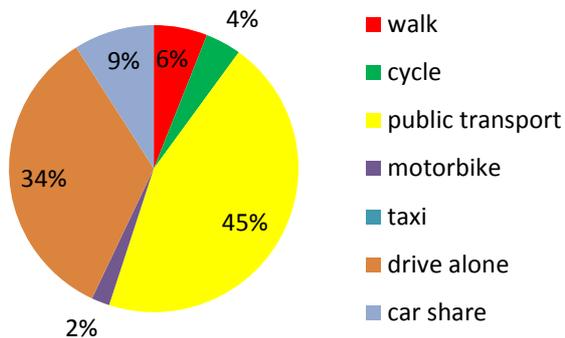


How do we travel now?

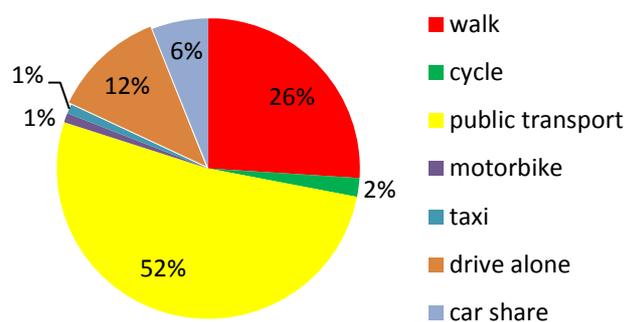
Our annual staff and student travel surveys provide a picture of travel preferences and allows us to determine how people are commuting to and from the University. This allows us to monitor how we are progressing against our targets and indicates where there is scope for positive change.

2013 Modal Split

Staff 2013

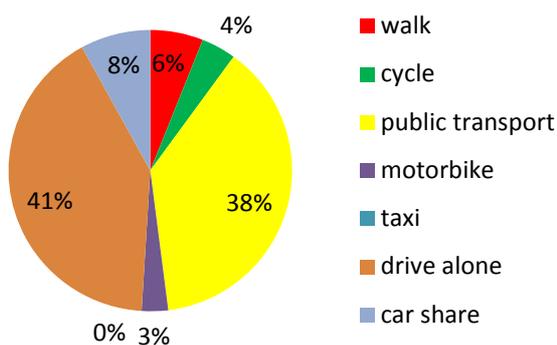


Students 2013

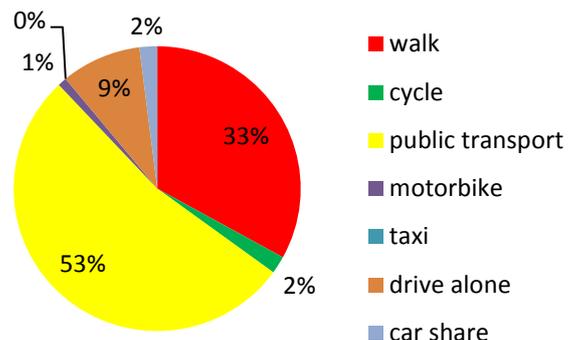


2015 Modal Split

Staff 2015



Students 2015



The number of staff commuting by car, driving alone, in 2015 has increased to 41% from 34% in 2013. The current level represents roughly 738* people who drive to work. We provide 502 parking permits in total (409 SOCJ and 93 PAYG) to eligible permit holders, so we assume that approximately 236 colleagues are driving to work and, we assume, parking in the local area. We recognise that this needs to be monitored and closely managed.

*There were 1837 colleagues employed in August 2015.

Our progress so far

Public Transport

- 38 colleagues have taken advantage of the interest free season ticket loan this year.
- More than half our students: 53% use public transport to travel to University.

Cycling

- 76 colleagues have purchased a bike using *Cyclescheme* since it was introduced in 2010.
- There are 164 parking spaces for bikes on campus, and we intend to introduce more as part of the ongoing campus development.
- We provided a series of cycling events on campus – Dr Bike sessions, free service & repairs, cycling advice, security, cycle proficiency training and sharing information, working with London Borough of Barnet, Metropolitan Police, Bikeworks and London Cycling Campaign.

More Sustainable Driving Options

- 16 people have signed up and joined the new Middlesex University Motorbike Club.
- There are just 409 active SOGJ Parking Permits in use in April 2016 compared to 428 in 2013.
- There are 39 active car share partners in April 2016 compared to 30 in 2013.
- 11 members of staff are registered and active members of City Car Club, using the vehicle we host on site and we are investigating the possibility of adding a City Car Club Van.
- 81 colleagues are signed up with Liftshare hoping to find a car share partner.
- There are 4 electric vehicle charging points on site for staff use, 5 colleagues are signed up and using the facilities on site.
- We have designated parking for 20 motorbikes across the estate and set up the Middlesex University Motorcycle Club.

Engagement

- Engagement through Go Green Week with staff and students, working with collaborative partners to bring together a very successful 3 day event – working with London Borough of Barnet, Transport for London, Bikeworks and London Cycling Campaign, local suppliers, Liftshare and City Car Club.
- Working closely with MDXSU to be involved with Freshers fair and other relevant events.
- Participate in monthly communication project to identify all environmental issues across the estate.
- Regular meetings with MDXSU to discuss issues and investigate ways to engage more with students.
- Installation of TfL wayfinding signs across campus and renaming of the Bus Stop in The Burroughs.



Target update

Staff Targets 2015-2017					
Mode of travel	Baseline March 2013	Target Mar 2015	survey result Mar 2015	variance	Target Mar 2017
	%	%	%		%
Car (SOCJ)	34	32	41	-9	30
Car share	9	11	9	-2	12
Public transport	45	46	38	-8	47
Cycle	4	5	4	-1	6
Walk	6	5	7	2	5
Motorbike	2	1	3	2	1

Student Targets 2015-2017					
Mode of travel	Baseline Dec 2012	Target Dec 2014	survey result Dec 2015	variance	Target Mar 2017
	%	%	%		%
Car (SOCJ)	12	11	9	-2	10
Car share	6	6	2	-5	5
Public transport	52	52	53	3	52
Cycle	2	5	1	-3	8
Walk	27	26	33	9	25
Motorbike	0	0	1		*

Although the number of parking permits issued to staff has been greatly reduced since 2010, the number of colleagues driving to work has increased slightly. This would indicate that drivers are parking in the local area and walking onto campus. Middlesex University recognises that this problem should be addressed and we are looking at ways to improve this situation.

Fleet reduction

Our estate is now on one primary site and the requirement for service vehicles has decreased. In turn, our fuel consumption has reduced* and is expected to continue to reduce over the coming years as we renew our fleet with cleaner, low emission or fully electric vehicles.

*As our fleet reduces so does the amount of diesel we use. In 2014-15 we purchased 16,899 litres of oil compared to 23,241 litres in 2013-14, and the trend is set to continue for this year – 2015-16.



VISION & OBJECTIVES

Why a new style of Travel Plan for Middlesex University?

This new travel plan has allowed us to retain all of our original aims and objectives but enables the plan, information and action list to be displayed in a way that is easier for stakeholders to read and understand. Because staff and student migration has completed we are now able to focus our attention on a stable and established campus. Future developments are planned to enhance the existing facilities and staff and student provision.

Objectives

Our future travel planning objectives fall under 5 key travel spotlights which reflect the key impacts of commuting and business travel and opportunities for positive change

- 1 **Carbon Emissions & Air Pollution**
Reduce carbon emissions from travel for business and commuter journeys to reduce the environmental impact of transport and travel related to daily operations
Support reduction of travel related emissions and support the Borough in meeting its cleaner air targets
- 2 **Road Safety**
Continue to improve accessibility, road safety and personal security
- 3 **Health and Physical Activity**
Increase sustainable travel options including walking and cycling for staff and students
- 4 **Promote Sustainable Travel**
Raise awareness and build communications to staff, students, visitors and collaborative partners
- 5 **Congestion**
Reduce the number of drivers coming to campus and reduce the impact on local infrastructure



TARGETS

Spotlight	Targets
① Carbon Emissions & Air Pollution	<ul style="list-style-type: none"> ■ Maintain the current level of scope 3 carbon emissions associated with commuting (using 2016 baseline) ■ Achieve a 10% reduction in scope 1 emissions for University fleet by 2021 (using 2016 baseline) ■ Increase the percentage of sustainable modes* of transport used to commute to the University ■ Investment in developing a greener fleet. By 2021 ensure 10% fleet vehicles are electric ■ Facilitate increases in the use of sustainable travel modes* for commuting to University – focussing on staff and students living within 5 miles of campus. ■ Increase the level of staff travelling sustainably from 59% ■ Maintain the level of students travelling sustainably at 91%
② Road Safety	<ul style="list-style-type: none"> ■ Work with partners to provide access to cycle training and to improve quality of walking and cycle routes to the campus ■ Continue to improve accessibility in and around campus
③ Health & Activity	<ul style="list-style-type: none"> ■ Increase current level of cycling to 4% for students and maintain current level of 4% for staff ■ Maintain current level of walking at 33% for students and increase level to 6% for staff ■ Increase and promote sustainable travel modes for commuting and business travel
④ Promote Sustainable Travel	<ul style="list-style-type: none"> ■ Raise awareness and build communications to staff, students, visitors and collaborative partners
⑤ Congestion	<ul style="list-style-type: none"> ■ Reduce staff single occupancy car use to 35% by 2021 ■ Increase level of staff car sharing from 8% by 2021 ■ Reduce number of students driving to campus from 9% to 6% by 2021

*Sustainable travel includes walking, cycling, public transport, motorbike and car sharing



Action Plan

Spotlight	Action	Timescale
<p>① Carbon Emissions & Air Pollution Reduce carbon emissions from travel for business and commuter journeys to reduce the environmental impact of transport and travel related to daily operations Support reduction of travel related emissions and support the Borough in meeting its cleaner air targets</p>	<ul style="list-style-type: none"> ■ <i>Maintain the current level of scope 3 carbon emissions associated with commuting (using 2016 baseline)</i> <ul style="list-style-type: none"> ■ Investigate cycle schemes for students. ■ Encourage students to apply for the Oyster discount card – investigate paying the registration fee for them if they make a pledge to use sustainable travel? ■ Encourage students who are ardent drivers to car share (students would not usually be eligible to apply for parking) investigate allowing student car sharers to park at Platt Hall? ■ Encourage the use of electric and very low emission vehicles for staff. ■ <i>Achieve a 10% reduction in scope 1 emissions for University fleet by 2021 (using 2016 baseline)</i> <ul style="list-style-type: none"> ■ Work with procurement to review business travel and target Schools and Services to ask them to consider using alternatives – coach or train instead of cars, flights and taxis. ■ Use PAFIS to report and set a baseline ■ Encourage use of teleconferencing and other IT solutions to reduce the need to travel. ■ Encourage membership of City Car Club for staff and students ■ Publicise walking and cycling routes between satellite sites across the estate – produce a table showing distances and travel times ■ Investigate loan bikes for colleagues to travel between satellite sites ■ <i>Increase the percentage of sustainable modes* of transport used to commute to the University</i> <ul style="list-style-type: none"> ■ Review cycling facilities on site, monitor use and raise awareness about what is available. ■ Provide more designated motorbike and scooter parking. ■ <i>Investment in developing a greener fleet. By 2021 ensure 10% electric fleet vehicles</i> <ul style="list-style-type: none"> ■ Consider replacing all vehicles with electric or very low carbon emission alternatives. ■ Undertake analysis of the fleet and find ways to operate without using as many vehicles. ■ <i>Facilitate increases in the use of sustainable travel modes* for travelling to University – concentrating on students living within 5 miles of campus.</i> <ul style="list-style-type: none"> ■ Determine public transport links, suitable pedestrian routes, cycle routes and share with staff and students. 	<p>2021 July 2016 Oct 2016 Oct 2016 Dec 2016 2021 Jan 2017 Dec 2016 Dec 2016 Oct 2016 Ongoing Oct 2017 July 2016 Summer 2016 June 2016 2021 Dec 2016 Aug 2016 Summer 2016</p>

	<ul style="list-style-type: none"> ▪ Investigate the possibility of providing a bus service from Platt Hall, Ivy Hall, Allianz Park and Unite Hall, Wembley (to come into operation October 2016). ■ <i>Increase level of sustainable travel from 59% for staff</i> ▪ Continue to discourage SOCJs by continuing to restrict parking permits ■ <i>Maintain level of sustainable travel at 91% for students</i> ▪ Continue to promote sustainable travel and aim to achieve high level of feedback when undertaking next travel surveys. 	<p>Summer 2016</p> <p>Ongoing</p> <p>Ongoing</p>
<p>② Road Safety Continue to improve accessibility, road safety and personal security</p>	<ul style="list-style-type: none"> ■ <i>Work with partners to provide access to cycle training and to improve quality of walking and cycle routes to the campus</i> ■ <i>Continue to improve accessibility in and around campus</i> ▪ Work with London Borough of Barnet to make improvements in infrastructure for cycle routes and facilities ▪ Update campus plan to include cycle parking and showering facilities ▪ Discourage inconsiderate and anti-social parking in streets around campus 	<p>Ongoing</p> <p>Oct 2016 Dec 2017 Ongoing</p>
<p>③ Health & Activity Increase sustainable travel options including walking and cycling for staff and students</p>	<ul style="list-style-type: none"> ■ <i>Increase current level of cycling to 4% for students and maintain current level of 4% for staff</i> ▪ Encourage MDX BUG to assist with feedback on events, current facilities, ideas for improvement ▪ Hold regular cycling events on campus working with metropolitan Police and London Cycling Campaign ▪ Go Green week feature a day devoted to travel where several cycling themes will be featured ▪ Monitor use and demand for cycle parking ▪ Work with MDXSU to set up a BUG or Cycling Society for students ■ <i>Maintain current level of walking at 33% for students and increase level of 6% for staff</i> ▪ Get involved with Walk to Work Week ▪ Encourage lunch time walks to include the wider estate ▪ Encourage colleagues who drive to park at Platt Hall and walk to campus ■ <i>Increase and promote sustainable travel modes for commuting and business travel</i> 	<p>Summer 2016 Ongoing February 2017 Ongoing Oct 2016</p> <p>May 2017 Summer 2016 Summer 2016</p>

	<ul style="list-style-type: none"> ▪ Work with AV to encourage use of video conferencing facilities 	
<p>④ Promote Sustainable Travel</p>	<ul style="list-style-type: none"> ▪ <i>Raise awareness and build communications to staff, students, visitors and collaborative partners</i> ▪ Produce a Travel Plan web page on Middlesex University web site ▪ Provide a web based calendar of travel related events ▪ Have a presence at the annual Freshers Fair to engage with students and student societies ▪ Strong presence at Go Green week every February – one day devoted to travel ▪ Promote staff related travel benefits – interest free loans for motorbikes and scooters and season tickets; Cyclescheme and student discounts for public transport ▪ Continue with annual travel surveys and seek ways to improve response rate to 10% minimum ▪ Use Yammer to communicate with staff ▪ Forge links with MDXSU ▪ Include Travel & Transport as a regular item on CSR Agenda ▪ Publish Travel Survey Results on Intranet and UniHub 	<p>Sept 2016 Sept 2016 Oct 2016 Feb 2017</p> <p>Ongoing Ongoing Ongoing Ongoing Sept 2016 June 2016</p>
<p>⑤ Congestion Reduce the number of drivers coming to campus and reduce the impact on local infrastructure</p>	<ul style="list-style-type: none"> ▪ <i>Reduce staff single occupancy car use to 35% by 2021</i> ▪ <i>Increase level of staff car sharing from 8% by 2021</i> ▪ <i>Reduce number of students driving to campus from 9% to 6% by 2021</i> ▪ Continue to closely manage car park access and parking permit administration; Monitor car park use; Ensure all permits are being issued and used correctly – new software; Ensure no abuse of parking in disabled bays ▪ Encourage car sharing – consider allowing new staff members to apply for a car sharers parking permit; monitor use of car share parking ▪ Promote home working and flexible working to all staff ▪ Work with AV to encourage use of video conferencing facilities ▪ Reduce the number of visitors driving to campus – seek support from Senior Manager/Executive Briefing Group 	<p>Ongoing</p> <p>Ongoing</p> <p>Oct 2016 Oct 2016 Summer 2016</p>

HOW WILL WE MONITOR OUR PROGRESS?

Monitoring and data collection

Spotlight	How will we monitor and measure progress?
<p>① Carbon Emissions & Air Pollution</p> <p>Reduce carbon emissions from travel for business and commuter journeys to reduce the environmental impact of transport and travel related to daily operations Support reduction of travel related emissions and support the Borough in meeting its cleaner air targets</p>	<ul style="list-style-type: none"> ■ Annual Scope 3 carbon dioxide emission calculations based on DEFRA guidance ■ Annual staff and student travel survey – both to be undertaken annually in December ■ Monitoring electric vehicle charging point activity ■ University fleet data and fuel consumption information
<p>② Road Safety</p> <p>Continue to improve accessibility, road safety and personal security</p>	<ul style="list-style-type: none"> ■ Annual staff and student travel survey: staff and student feedback ■ Engagement numbers for cycle and motorcycle training ■ Work with London Borough of Barnet on local infrastructure projects and planned improvements
<p>③ Health and Physical Activity</p> <p>Increase sustainable travel options including walking and cycling for staff and students</p>	<ul style="list-style-type: none"> ■ Annual staff and student travel survey – <i>include questions such as how do you travel between sites such as between halls of residence and satellite sites</i> ■ Monitor cycle parking usage ■ Monitor Cyclescheme participation with staff
<p>④ Promote Sustainable Travel</p>	<ul style="list-style-type: none"> ■ Annual staff and student travel survey – both to be undertaken annually in December ■ Monitor attendance at events ■ Monitor access to web pages ■ Invite feedback throughout the year from staff and students
<p>⑤ Congestion</p> <p>Reduce the number of drivers coming to campus and reduce the impact on local infrastructure</p>	<ul style="list-style-type: none"> ■ Annual staff and student travel survey – both to be undertaken annually in December ■ Monitor numbers of parking permits being issued and closely manage the car park activity – parking enforcement ■ Numbers of car sharers

Progress of the Travel Plan will be monitored and reported on through the University Environmental Management Team and Estate & Facilities Management Team Meetings. Regular updates will be provided to the Corporate Social Responsibility Forum.

A Travel Plan Review will be provided in accordance with our agreement with London Borough of Barnet as follows:

- Travel Plan Review – September 2017
- Travel Plan Review and Update – September 2019
- Revised Travel Plan – September 2021

