University of Dundee
Travel Plan
2015 - 2020

Contents

1 Introduction

INTRODUCTION

1.1 This Travel Plan identifies a series of measures to be implemented by the University of Dundee and its partners to support staff, students, visitors and others who use our services and facilities to adopt sustainable travel choices. It is applicable at our main Campus sites of Dundee City, Ninewells and Kirkcaldy.

1.2 This Travel Plan forms an integral part of the University's policies and practises. It sets out a number of initiatives and schemes for short, medium and long term action as well as a vision for the future, which will grow and develop as changes occur to the University estate, to staff and student needs and desires and to policy or common practises.

1.3 It contains a mixture of incentives and disincentives to encourage people using our sites to travel by foot, cycle and public transport and, where the use of vehicles is required, for the adverse impacts of their use to be minimised.

1.4 This plan builds on the good work that has been implemented by the University and its partners in recent years. That work has led to the University being recognised in the higher education sector, and amongst major trip attractors in the Tayside region, as a leader in the promotion of sustainable travel choices. The attractiveness and convenience of the University as a place to work and study has been boosted as a result.

CONTEXT

1.5 The need for Universities, and other sites that generate large numbers of journeys, to develop and implement Travel Plans is grounded in a range of policies including the following:

National Policy

1.6 A key objective of the **Climate Change (Scotland) Act 2009** is to reduce Scotland's greenhouse gas emissions by at least 80% by 2050. The Act places duties on public bodies relating to climate change and states: "*The duties require that a public body must, in exercising its functions, act in the way best calculated to contribute to the delivery of emission reduction targets, in the way best calculated to help deliver any statutory climate change adaptation programme, and in a way that it considers is most sustainable.*" The University of Dundee is one of the 'major players' as defined by the Act and as such is expected to show leadership on a range of measures to reduce climate change including "*by promoting sustainable travel options such as car sharing and video conferencing*".

1.7 The Scottish **National Transport Strategy** (NTS)[1] recognises the cost to the environment caused by transport. In an attempt to break the link between economic growth, increased traffic and increased emissions, the NTS sets out a series of measures and objectives that the government is implementing across Scotland. Among these are 'Smart Measures', which are described as a combination of infrastructure measures that favour active travel and public transport use along with behaviour change campaigns that promote the benefits of these modes, including through Travel Plans.

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[1] 2006. Currently being refreshed by Transport Scotland.

Regional and Local Policy

1.8   The University's activities take place in both the Tactran and SEStran Regional Transport Partnership areas (which cover the Tayside and Central (including Dundee) and South East Scotland (including Fife) areas respectively). The aspiration for large trip attractors to develop effective Travel Plans is enshrined in both **regional transport policies**[2].

1.9   Although currently lacking a recent transport policy framework, **Dundee City Council** is strongly supportive of sustainable and active travel choices. Its recent and on-going work seeks to invest in them in order to enhance the vitality of the city, reduce adverse environmental effects and promote social inclusion and public health.

1.10   The **University's Estates Strategy** identifies environmental sustainability as one of its core aims; ensuring that the University uses energy carefully and promotes environmentally responsible practises at all levels by staff, students and visitors. The Strategy provides a vision for the key components of the estates function, within which it identified the continued development and implementation of the 'Green Travel Policy'.

1.11   The University has also published its **Environmental Policy Statement** which sets out the University's commitment to sustainable development and effective stewardship. The document recognises that whilst achievements have been made, there are areas where further progress can be made; this includes its Travel Plan.

1.12   Meanwhile, the University's **Carbon Management Plan** seeks to reduce emissions from transport (alongside those from other activities). Contributing to the Universities and Colleges Climate Commitment for Scotland, it states that around 8% of all emissions caused by the University's activities are from business travel. The University also has the opportunity to influence commute travel by staff, students and visitors to its campuses, which is expected to generate significantly more carbon emissions than business travel.

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[2] http://www.tactran.gov.uk/strategy.html and http://www.sestran.gov.uk/about/35/regional-transport-strategy/
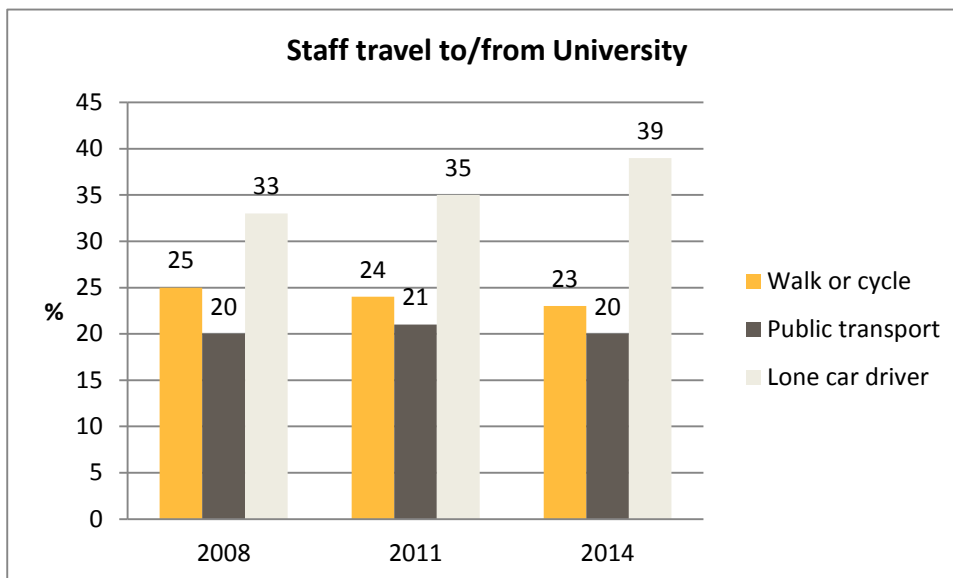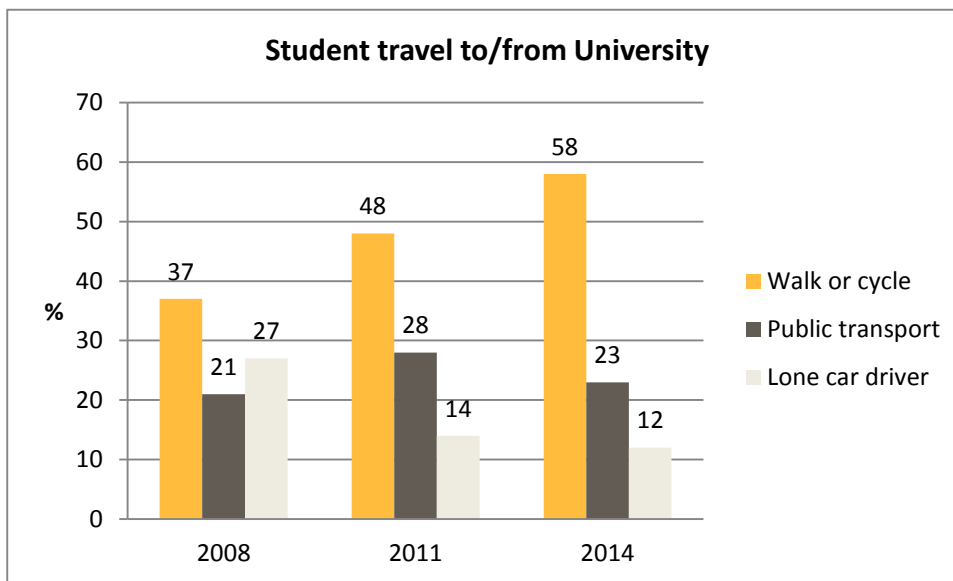
2   Setting the Scene

2.1   This is the third version of the University's Travel Plan. Previous versions (adopted in 2004 and 2008) provided the context for the wide range of activities that have been undertaken, and continue to be undertaken, to promote sustainable travel choices.

2.2   The 2008 Plan set targets seeking to, by 2014:

- ↗ For Staff and Student Commuter Travel:
  - ↗ Reduce the % of staff travelling alone by car by 10% as their main mode of travel;
  - ↗ Reduce the % of students travelling alone by car by 10% as their main mode of travel;
  - ↗ Increase % students and staff walking or cycling by 10% as their main mode of travel;
- ↗ And for Business Travel and Operational Transport:
  - ↗ Establish baseline data and set targets accordingly with view to reduce the % of business miles by 5%;
  - ↗ Increase use of video and telephone conferencing to achieve 10% utilisation;
  - ↗ Reduce CO_2 emissions associated with Fleet vehicles by 10%;
  - ↗ Encourage use of bike pool and van pool once established.

2.3   To work towards these outcomes, the University and its partners have delivered an extensive range of improvements to sustainable travel infrastructure and facilities and implemented an on-going programme of activity to promote these choices to students, staff and visitors.

EXISTING TRAVEL PATTERNS AND ATTITUDES

2.4   Surveys of travel patterns of both staff and students have been undertaken by the University in 2008, 2011 and 2014, so providing comparisons of how travel choices have changed over time.

2.5   These show a substantial improvement in use of sustainable travel choices to the University's sites by students, but a decline in use by staff[3]:

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[3] Proportions do not add to 100% as some modes are excluded. 2014 data for all modes is provided below.

Student travel to/from University

Year	Walk or cycle	Public transport	Lone car driver
2008	37	21	27
2011	48	28	14
2014	58	23	12

Staff travel to/from University

Year	Walk or cycle	Public transport	Lone car driver
2008	25	20	33
2011	24	21	35
2014	23	20	39

2.6   Considering the 2014 data in more detail travel by all reported mode was:

Student travel to/from University
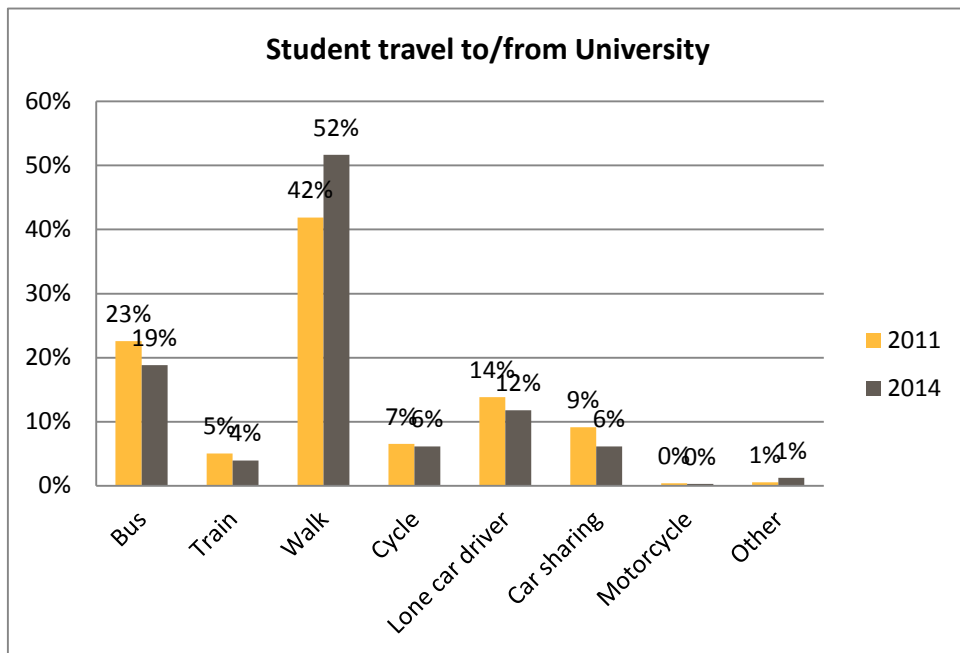
2.7 Overall, these data show that the University has been successful in encouraging a much higher proportion of students to make use of sustainable travel options: up from 58% in 2008 to 81% in 2014. However, amongst staff there has been an on-going drift from active modes and public transport to private car use.

2.8   The relatively high proportion of students using sustainable modes to travel to University will be largely influenced by journey distance: 62% of students live within two miles of the University, but only 23% of staff do.

2.9   The 2014 survey also asked staff and students what actions would be likely to lead them to increase their use of sustainable modes:

↗   Of staff:

    ↗   23% of respondents suggested that 'Cycle paths and signage on the journey to work' would encourage them to cycle to University, followed by 18% of respondents who suggested that 'Improved changing facilities, showers and lockers' would encourage them to walk or cycle more;

    ↗   26% of respondents stated that 'More direct bus routes' would encourage them to travel by public transport more, followed by 25% of respondents who suggested that 'Discount tickets/passes available at work' would do so;

    ↗   33% of respondents noted that 'Help finding someone to car share with' would encourage them to car share;

↗   Of students:

    ↗   23% of respondents stated that 'Safer, better lit cycle paths on site' would encourage them to cycle to University. 19% of respondents said that 'Other' reasons such as better weather, living closer to the site or improved walking/cycle paths would encourage them to walk or cycle more;

    ↗   44% of respondents suggested that 'Discount tickets/passes available at work' would encourage them to travel to/from University by public transport;

    ↗   47% of respondents noted that 'Help finding someone to car share with' would encourage them to car share.

2.10   Reviewing progress against other travel plan targets, the number of video conference suites available for use has increased and the amount of business travel undertaken by staff in recent years has shown a marked decline (albeit with a slight increase in 2014/15).

2.11   Both bike and van pool fleets are available for staff use, and net fleet emissions have reduced by 10%. Over 40% of the University's fleet now comprises low carbon vehicles.

RECENT ACTIVITY

2.12   Since the publication of the 2008 plan, the University has led an extensive programme of activity to promote sustainable travel choices. These have resulted in a broad range of outcomes, including:

- ↗ Removing 108 car parking spaces, and turning them into greenspace amenity;
- ↗ The University of Dundee being the largest HE/FE supporter in Scotland of liftsharing, with over 500 staff members;
- ↗ A vehicle fleet manager post has been created and filled;
- ↗ The University now has access to a fleet of less polluting vehicles (including electric vehicles) and electric vehicle charge points have been installed;
- ↗ The University was the first employer on Tayside to receive Cycling Scotland's Cycle Friendly Employer award and is a pilot Cycle Friendly Campus;
- ↗ Cycle parking provision on the Dundee campus has been increased by 500%;
- ↗ An extensive programme of events (at Freshers' Fairs, regular bike sales, Dr Bike maintenance sessions, etc) gives students and staff regular opportunities to learn about and access sustainable travel options.

3 Aims and Targets

AIMS

3.1 Developed from the policy context, the work undertaken to date and data on travel choices, this Travel Plan aims to:

- ↗ Reduce the need for commuter, business and operational travel;
- ↗ Provide good facilities for and information regarding walking, cycling and public transport use for journeys by students, staff and visitors, and work to encourage and incentivise use of these modes;
- ↗ For journeys for which a private vehicle is essential, ensure that cost effective vehicles with minimal environmental impact are chosen, and that they are used efficiently;
- ↗ Manage parking on campus in order to promote sustainable travel, minimise costs to the University of parking provision and retain provision for people for which private vehicle use is essential.

3.2 Achieving these aims will help ensure that:

- ↗ The University's broader aims and objectives are met;
- ↗ The University's sites are easily accessible by everyone that wants to do so and are safe, pleasant and efficient places;
- ↗ The financial costs of transport to the University are reduced;
- ↗ The adverse environmental and public health costs (local pollution, carbon emissions, sedentary lifestyles) of transport are minimised;
- ↗ The University is perceived to be a responsible member of its broader city and regional community.

TARGETS

3.3 By 2020, the University will seek:

- ↗ For Staff and Student Commuter Travel:
  - ↗ For less than one third of staff to commute by sole occupancy car (down from 39% in 2014);
  - ↗ For less than one tenth of students to commute by sole occupancy car (down from 12% in 2014);
- ↗ For Business Travel and Operational Transport:
  - ↗ To reduce the number of business miles driven by staff by 10% in comparison with a 2015 baseline;
  - ↗ To reduce carbon emissions from business and operational transport by 33% in comparison with a 2015 baseline.

4   Implementation Plan

4.1   The table below shows the actions that will be implemented by the University in order to meet the aims of this Travel Plan. They comprise a range of incentives and disincentives to using particular travel choices, and appropriate improvements to information, services and infrastructure.

4.2   The actions will be reviewed on a regular basis in order to ensure that all remain valid and that new opportunities are responded to appropriately.

4.3   Key to table:

- ↗ TPC = Travel Plan Coordinator;
- ↗ £ = estimated cost of <£1,000 per annum;
- ↗ Medium timescale = within 3 years;
- ↗ Long term timescale = >3years.

Table 4.1 Implementation Plan

Action	Responsibility	Financial implications	Timescale
Management support and co-ordination			
Retain the Travel Plan Coordinator (TPC) role with primary responsibility to: - Coordinate actions identified in this plan and be a resource to lead their delivery - Monitor the effectiveness of actions and amend the plan as appropriate - Report progress to the University Board and Senior Management Team - Monitor changing opportunities to invest in or promote sustainable travel, especially from external funding sources - Maintain good working relationships with local and regional transport stakeholders	Senior Management Team	Staff time	On-going
Instigate a Travel Plan Working Group, constituting key stakeholders from across the University's operations, which will at least annually review this Travel Plan, hold the TPC to account and help the TPC communicate relevant issues to senior management or others	Senior Management Team	Staff time	On-going
Active travel			
Maintain good walking and cycling signage on the University's campuses. Maintain and effectively disseminate high quality mapping and information on walking and cycling options	TPC	£	On-going
Put in place a programme of regular audits of on-campus walking and cycling routes and off-campus links to main destinations (town/city centres, train stations, bus stops, etc) to check that routes are appropriately direct, well surfaced, lit and with reasonable personal security. Work (with partners if appropriate) to deliver improvements where required	TPC	Staff time	On-going
Maintain the salary sacrifice cycle purchase scheme for staff, and regularly market test providers to ensure good value for purchasers and the University	TPC	Staff time	On-going
Continue to facilitate the purchase of low-cost cycles for staff and students (through bike recycling or other appropriate schemes)	TPC	Staff time	On-going
Continue to offer cycle training for staff and students that wish to receive it and regular bike maintenance sessions and develop a bike buddying scheme for less confident riders	TPC	£	On-going

Action	Responsibility	Financial implications	Timescale
Ensure that facilities for cyclists (bike parking, showers, etc) are of good quality and sufficient to meet demand	TPC	£	On-going
Public transport			
Work with transport providers to ensure that University sites continue to be well served by public transport services at the times that staff and students are most likely to want to travel	TPC	Staff time	On-going
Ensure that good quality information on public transport services is available at stops near to the University's sites, and within the University, and that public transport stops/stations are appropriately signed from within the campuses	TPC	Staff time	On-going
Ensure that public transport options are effectively promoted to staff, students and visitors such that anyone travelling to campus should be aware of which public transport services and tickets are available to them	TPC	Staff time	On-going
Vehicles			
Support the implementation of the car parking strategy, and use the strategy to help deliver the aims of this Travel Plan	TPC	Staff time	On-going
Regularly monitor the number and usage of disabled parking bays to ensure that sufficient, but not too many, are available to effectively accommodate disabled people's needs	TPC	Staff time	On-going
Ensure that electric vehicle charging points are maintained, remain appropriate to users' needs and sufficient to meet demand	TPC	£	On-going
Where cost effective, further expand the proportion of electric vehicles on the University's fleet	TPC	tbc	On-going
Continue to promote car share schemes and their use for commute and business travel journeys and proactively seek mechanisms which can significantly increase take up of car sharing	TPC	Staff time, but potential financial saving to University	On-going
Promote the taxi buddy scheme	TPC	Staff time	On-going
Business travel			
Implement an effective electronic expenses claims system in order to be able to collect and analyse more detailed information on business travel and its costs	Director of Finance, with support from TPC	Staff time to develop, but likely to generate financial savings	Medium
Continue to work to inform staff of video- and tele-conferencing facilities, and to change working culture so that use of these options becomes common practice for more people	TPC	Staff time	On-going
Promotion and awareness			
Work to ensure that every new University student and member of staff is aware of the sustainable travel options for their journeys to campus, and know how to access more information, training or advice where these would help use of those options	TPC	£	On-going
Use the awareness benefits of national campaigns to promote sustainable travel throughout the academic year	TPC	Staff time	On-going
Maintain good 'how to find us' guides on the University's website and highlight the availability of sustainable travel modes in the University's prospectus and other promotional materials	TPC	£	On-going
Check that routes and services to the University's sites are accurately represented on other journey planners (Google maps, GoToo, etc) and advocate updates where necessary	TPC	Staff time	On-going
Expand the role of social media channels to communicate sustainable transport messages, raise awareness of events and incentivise changes in travel choices	TPC	Staff time	On-going

Action	Responsibility	Financial implications	Timescale
Monitoring and review			
Review the actions in this Travel Plan at least annually, and update the Plan in response to changed circumstances where appropriate	TPC	Staff time	On-going
Undertake travel surveys of staff and students at least every three years, and publish comparative data on journey choices made	TPC	£	On-going
Undertake a complete review of this Travel Plan and progress against all targets in 2020	TPC and Steering Group	Staff time	Long-term

Thanks to TACTRAN sustainable travel grant scheme for their financial assistance with this travel plan.

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Green Travel Co-ordinator.