

Goldsmiths Staff Travel Plan

1 INTRODUCTION and CONTEXT

Background

- 1.1 The Department for Transport's definition of a Travel Plan is "a general term for a package of measures aimed at promoting greener, cleaner, travel choices." More than that, a Travel Plan is a dynamic process, evolving and changing over time to reflect the characteristics of our organization, our employees and our site. It will influence our decision making in a range of areas and must permeate into our culture. The Travel Plan will have a direct bearing on commuter journeys, business and visitor travel, college vehicles, working practices, and planning applications. It will also influence deliveries and contractors travel.

Our organisation and activities at this site

- 1.2 Goldsmiths was founded in 1891 and became part of the University of London in 1904. The College provides undergraduate, postgraduate, research, and adult education study opportunities, with a focus on creative arts, cultural and social subjects.
- 1.3 It operates from a single campus located in New Cross in south-east London some 5 miles from central London.
- 1.4 We have around 1,540 staff, including 388 academics and 540 Visiting and Associate tutors. There are almost 8,000 students currently enrolled at Goldsmiths, around 53% undergraduate, 35% postgraduate, and the remainder visiting and exchange, sub-degree and Further Education. Almost a quarter of students study part time, only 12% are aged 20 or under thus the emphasis on older students aged 21-26 years.

Plans

- 1.5 **Goldsmiths University of London Masterplan 2009-2019** published in October 2009 is the first draft of a sustainable masterplan with a coherent approach to the use, management, and development of the College estate. The proposals aim to guide development of the campus over the next ten years and include:

'Improving the accessibility and pedestrian experience of the campus by introducing a prioritised avenue and removing car parks at the heart of the campus. The main forecourt entrance at the Richard Hoggart Building will be designed for visitor and disabled bays only. Introducing electric vehicles and routes for an improved servicing strategy.'

The Masterplan site analysis regarding vehicular movement concludes:

'Cars dominate certain parts of the campus and roads interfere with what should be pedestrian zones. A large part of the Masterplan will be a strategy that seeks to create efficient vehicular access onto the site and provide car parking that does not impinge on the central academic or pedestrian areas. The 21st century campus needs to reflect a strong commitment to a reduction in car usage and this can be reflected in a dramatic reduction in car parking.'

1.6 **Goldsmiths Student Travel Plan** 2008-2013 was prepared by Steer, Davies, Gleave Transportation Consultants as part of a pilot project with Transport for London (TfL) to develop a Site Specific Advice programme for higher education institutions across London. It aims to promote sustainable and active travel to campus by students, reducing their need to travel where possible, minimising car journeys or at least maintaining 2008 levels. The over-riding objective is:

'To encourage students to use more sustainable ways of travelling to campus, through improvements in the quality of provision, more effective promotion of the alternatives, and by engaging more students to develop potential improvements to travel opportunities both on and off campus.'

It recommends implementation of measures based around the following key modes:

- Cycling – including improvements to parking provision on campus; associated facilities such as showers and lockers; negotiating discounts with local retailers; improving information provision for cyclists, such as routes, location of parking facilities etc; establishment of a Bicycle Users group (BUG);
- Walking – including seeking to improve key pedestrian routes to campus, working with external organisations, developing specific promotions based around encouraging students to walk to campus;
- Public transport – improved promotion and information to students, particularly of Oyster card, ensuring that public transport information continues to be passed on to students;
- Managing car use – working with LB Lewisham to better manage on-street parking around campus, subscribe to London Liftshare and promote to students, develop a campus strategy which incorporates staff;
- Reducing the need to travel – ensuring the students are aware of opportunities to connect remotely to the network, renew library books remotely etc., and investigate opportunities to run lectures more intensively over fewer days.

The Student Travel Plan incorporates an Action Plan which sets out the development and implementation of the above as part of a programme of work.

1.7 **Carbon Reduction Plan** - Goldsmiths is currently taking part in a carbon management programme with the Carbon Trust involving a framework for action on energy use within the estate, transport, water consumption, procurement and waste. Carbon emissions are categorised into three scopes:

Scope 1 - emissions from sources owned or controlled by the College.

Scope 2 – emissions from the generation of electricity purchased by the College.

Scope 3 – indirect emissions produced as a consequence of our activities.

There are typically four areas of transport associated with an organisation:

1. Commuting – Scope 3;
2. Business travel – Scope 3;
3. Deliveries and suppliers transport – Scope 3;
4. Owned vehicle fleet – Scope 1 and 2.

1.8 The Higher Education Funding Council for England (HEFCE) Carbon Emissions Reduction Strategy sets targets against the 1990 baseline committing HE to an 80% reduction in scope 1 & 2 emissions by 2050 and at least 34% by 2020; plus a reduction in scope 3 emissions with the intention of setting targets once a method of applying a reliable measure across the sector has been researched and improved.

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- 1.9 Green travel planning and procurement are important factors in mitigating Climate Change thus Goldsmiths' Carbon Reduction Plan requires reduction of the carbon footprint of all aspects of the College's transport arrangements. As Goldsmiths only owns three vans, the most important issue is commuter travel.

Policies

- 1.8 **Goldsmiths Environmental and Sustainability Policy Statement 2009** states:
"The College aims to improve its own environmental practices, and promote awareness of both corporate and individual responsibility to all students and staff. It resolves to achieve gradual and continual improvement in how it measures and minimises its own environmental impacts."
The Transport Objective is to:
"Encourage staff and students to use modes of transport that minimise greenhouse gas emissions and environmental impacts particularly when travelling on Goldsmiths business."
- 1.9 **London Borough of Lewisham Transport Policy**
The Local Implementation Plan states that;
- The Borough is to maintain or increase the proportion made by means other than the car, in line with London-wide targets.
 - The Borough workplace travel coordinator will work with organisations, including Goldsmiths, University of London to build on its plans and help identify future sources of funding for on-site improvements.

2 AIMS

- 2.1 The overall purpose of this Staff Travel Plan is to put forward a package of measures to compliment the Student Travel Plan prepared by Steer, Gleave, Davis in 2009, thereby demonstrating Goldsmiths commitment to encouraging greener, cleaner, sustainable transport choices by both staff and students. The aims are to:
- Reduce the number of staff driving to the College thereby helping to reduce congestion, demand for car parking spaces, environmental pollution and visual intrusion caused by parked vehicles.
 - Promote the use of public transport and increase travel choices for staff, students and visitors.
 - Bring health benefits due to: reduced air pollution; increased physical fitness by encouraging walking or cycling; reduced stress associated with driving and parking; reduces noise levels; reduced road traffic accidents.
 - Reduce corporate transport overheads by minimising business mileage.
 - Improve the College's environmental performance.
 - Implement the traffic measures outlined in the Masterplan and secure planning permission for campus development.

3 OBJECTIVES and BENEFITS

- 3.1 As one of London's universities, Goldsmiths understands and recognises the importance and potential impact of reducing reliance on the car travel to places of work and study. The college is also aware that one of the largest transportation challenges facing London and its surrounding areas continues to be reducing road traffic and congestion, as a result of increased car use. The college can contribute to the above by reducing the number of car users travelling to and from the campus

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on a daily basis.

- 3.2 Additionally, the College has a firm commitment to bring together land use and transport planning through its Masterplan. This will include management of travel demand and promotion of the use of more sustainable modes of transport such as public transport, walking and cycling.
- 3.3 The objectives of the College Travel Plan include to:
- reduce car traffic to the College and contribute to the reduction of congestion around the campus;
 - reduce the number of single occupancy car journeys;
 - encourage the use of more sustainable modes of transport by staff and students;
 - ensure, in consultation with and with co-operation from local transport providers and Transport for London (TfL), that the College is easily accessible for students, staff and visitors using all modes of transport;
 - reduce the impact of necessary traffic on the local environment;
 - protect the environment through reduction of harmful emissions and waste and contribute to the improvement of local air quality;
 - improve quality of life for people on and around the campus;
 - work in partnership with TfL, Lewisham Council, local residents, transport providers and other local organisations to ensure a coordinated approach to sustainable travel;
 - support flexible working arrangements to reduce the need to travel.
 - promote healthier and more active lifestyle for staff and students; and
 - improve road safety on and around the campus.

The Benefits of a Travel Plan

- 3.4 Benefits could include:
- Cost savings for the college associated with reduced business mileage
 - Cost savings for employees by reducing their car journeys
 - Quality of life improvements for staff related to reduced congestion and stress and improved health and motivation
 - Improved employment and retention resulting from better access to location and staff benefits
 - Increasing Goldsmiths standing among the local community by demonstrating the college's environmental commitment to reducing congestion, improved local air quality and reduction of global pollutants

4 SITE AUDIT

- 4.1 Goldsmiths College is part of the University of London and comprises an urban campus with 92 buildings on 8.83 hectares of land situated in New Cross, 5 miles from central London. It is within the Borough of Lewisham in south-east London, adjoining Deptford and Greenwich to the east and Peckham to the west. College playing fields are located on 8.5ha of land at Foots Cray.
- 4.2 Transport for London adopted the Public Transport Accessibility Level (PTAL) standard as a method of assessing access by measuring distances from any point to the nearest public transport stop, plus service frequency at those stops. PTAL is graded from 1a & 1b being extremely poor access to 6a & 6b indicating excellent public transport access. The main campus buildings and Loring Hall achieve 6b

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with the New Academic Building and backfield buildings assessed as 6a i.e. the highest ratings.

- 4.3 Currently there are a total of 288 parking spaces on campus including 7 disabled bays. They comprise 164 dedicated bays including 31 at Loring Hall and 10 at Raymont Hall plus 25 unmarked spaces in front of the RHB, Ben Pimlott and by the backfield. There are 118 on-street spaces along St James, Dixon Road and Laurie Grove. There are a variety of cycle racks accommodating 353 bicycles. There are no dedicated motorbike/moped spaces.
- 4.4 The College is fortunate to be located within walking distance of two mainline train stations. New Cross connects north to Cannon Street and London Bridge, south to Lewisham and Gravesend. New Cross Gate also provides a direct link to London Bridge, as well as southwards to Croydon and Brighton. In June 2010 the East London Line reopened to run 12 trains per hour connecting to Whitechapel, Dalston and Islington in the north, and Sydenham and West Croydon in the south. Both stations have cycle parking facilities.
- 4.5 The campus is located at the junction of two main arterial roads – Lewisham Way and New Cross Road which are main eastwest corridors of south London. Both roads have dedicated bus lanes serving several bus routes with connections to central and south-east London, and Kent, thereby providing excellent bus accessibility to the College.
- 4.6 A map showing the location of the two rail stations within 800m of the campus and bus stops within 400m is provided in Figure
- 4.7 The primary access points to our campus for both vehicles and pedestrians are via Lewisham Way and New Cross Road. The Richard Hoggart Main Building fronts directly onto Lewisham Way. Dixon Road, Laurie Grove and St James comprise public streets within our campus which are accessed from New Cross Road. There is a further vehicular and pedestrian entrance known as the Barriedale Gate, to the rear of the campus on St Donatt's Road/Barriedale Road.
- 4.8 The Thames Cycle Route provides a link between Lewisham, our campus and central London. The Canterbury Way cycleway also runs via the College and joins up with the Greenwich Croydon Link and the Blackheath to Bromley Link. (See Figure)
- 4.9 The pavements along Lewisham Way and New Cross Road are in good condition but both roads are very busy red routes. There are pedestrian crossings with traffic lights at the junction of these two routes and outside the Deptford Town Hall Building. There are pavement/footpaths links southwards to Fordham Park, westwards to New Cross Gate and eastwards towards Deptford Central.
- 4.10 Some measures are already in place to encourage sustainable travel choices. These include the provision of cycle racks, on-site shower and changing facilities and management of car parking.

5 STAFF TRAVEL SURVEY 2010

- 5.1 All members of staff were invited to take part in an on-line travel questionnaire in autumn 2010 and a total of 302 replies were received.

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5.2 The comments contributed by respondents to the Staff Travel Survey were collated and discussed at the Environment & Sustainability Sub-Committee on 27th May 2011. It was agreed to research the feasibility of identifying funding, introducing policies or lobbying to promote a wide variety of measures. The results of our staff travel survey have been used to determine which are the most appropriate measures to introduce and have helped to set realistic targets.

5.3 A copy of the Staff travel Survey results is included as Appendix 1.

6 ACTION PLAN 2012-2017

<u>Action</u>	<u>Timescale</u>
6.1 Car-Sharing and Car-Use Reduction	
1 Investigate the feasibility of providing a limited staff car-sharing database;	2012
2 Provide dedicated parking spaces for car sharers;	2012
3 Guarantee a ride home for car sharers or cyclists in case of emergency;	
4 Organise post code coffee mornings to allow potential car sharers an opportunity to meet informally;	2012
5 Introduce car parking management policies e.g. can only bring car to work 4 out of 5 days;	2012
6 Promote liftshare.com for both local and nationwide journeys;	2012-17
7 Provide teleconferencing and video-conferencing facilities.	2012-17
6.2 Cycling	
1 Continue to provide and promote the College's cycle-to-work scheme which offers discounted bike purchase;	On-going
2 Supply additional secure, preferably covered cycle racks in appropriate accessible locations around campus;	2012/13
3 Provide signage to cycle parking facilities;	2012/13
4 Refurbish existing and install new showers;	2012/13
5 Improve changing rooms in the Lockwood Building and provide additional facilities such as hairdryers and secure lockers, & investigate the feasibility of providing facilities in the Deptford Town Hall basement;	2012/13
6 Hold 'Dr Bike' cycle repair sessions on campus;	Annually
7 Raise awareness of the health benefits of cycling to work;	On-going
8 Encourage staff to set up a College-wide users' group (BUG) for the benefit of cyclists on campus;	2012
9 Liaise with Lewisham and Greenwich Cycling Campaign groups to promote cycle routes to campus & 'sky rides';	2012-17
10 Visit http://www.cycletoworknow.com/indepth/resources/further-resources	On-going
6.3 DisabledGo	2011/12
1 Continue working with the DisabledGo organisation in order to provide comprehensive accessibility information for disabled staff, visitors and students;	
2 Provide link on the college intranet to the DisabledGo website;	
3 Liaise with the Student Services Disability Co-ordinator	
6.4 Goods and Services (see Sustainable Procurement Policy)	2012-17
1 Use local service suppliers where available;	

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2	Purchase goods manufactured or produced locally.	
6.5	International & Conference Travel	2012-17
1	Consider increasing conference funding to pay for alternatives to flying;	2012-17
2	Require use of public transport for all business trips over 40 miles;	2012
3	Organise teleconferencing and video-conferencing facilities instead of travelling.	2012-17
6.6	Motor Cycling	
1	Permit motor cyclists and moped riders to park on campus in dedicated spaces.	2012
6.7	Parking	
1	Draft a pilot parking policy that takes account of the needs of carers & people with disabilities, evening timetables, inadequate public transport connections and/or timetables;	2012-17
2	Investigate introducing an annual charge for car-parking permits, how this would be administered and income ring-fenced to pay for sustainable transport initiatives;	2012-17
3	Research the potential to introduce a car-sharing scheme offering a taxi home if lift suddenly unavailable;	2012-17
4	Implement the removal of car-parking spaces in front of the Richard Hoggart Building;	2012
5	Continue to ensure that dedicated parking spaces are provided for staff with disabilities.	On-going
6.8	Public Transport	
1	Provide bus and rail timetables on College website;	2012
2	Offer season ticket loans;	On-going
3	Publicise the benefits of Oyster cards;	2012
4	Aim to influence TfL to increase the frequency of trains between London Bridge and New Cross.	2012/13
6.9	Travel information and Planning	
1	Provide a link on the college website to Transport for London's on-line travel information pages;	2011
2	Liaise with LB Lewisham to provide a stock of travel maps of the Borough's transport links for staff and students.	2011-17
6.10	Walking	
1	Liaise with Lewisham Walking Forum to promote walking to campus and/or lunchtime walks;	2012-17
2	Raise awareness of the health benefits of walking;	On-going
3	Lobby for safe pedestrian crossings particularly near Deptford Bridge DLR station;	2012/13
4	Inform staff of the availability of the clothes drying facility in the laundry room on the ground floor of St James	On-going
5	Provide a complimentary umbrella for use during wet weather.	2011-17

6.11 Working from Home & Flexitime

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| 1 | Require Human Resources to develop a college-wide policy on flexible working hours and home-working practices. | 2012 |
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7 Travel Plan Targets and Measures

- ? % increase in public transport use
- ? % decrease in the level of car use
- ? % increase number of staff cycling to work
- ? number of additional bike parking spaces
- ? % increase in number of staff walking to work
- ? decrease in number of parking spaces on campus

8 How the plan will be marketed to staff

The Travel Plan will be implemented once it has been approved in principle by the Environmental Sustainability Sub-Committee and the Estates Committee and approved by full Council. Its profile will be maintained by annual updates on the greening pages of Goldsmiths website.

Incentives to encourage staff to use green travel modes constitutes the positive way forward but it may prove necessary to implement restrictions such as reduction in mileage allowances; insistence on public transport use for business journeys exceeding 40 miles; and removal of car parking spaces.

9 Governance & Progress Monitoring

This plan requires Senior Management Team and Council approval as it forms an important part of Goldsmiths' commitment to reducing its environmental impact. Progress on the Staff Green Travel Plan will be reported regularly to Goldsmiths Environmental and Sustainability Sub-Committee and to the Estates Committee which in turn reports directly to Council. The Energy and Environmental Manager will be responsible for overseeing the implementation of the Travel Plan and its measures.

Goldsmiths commits to carrying out an annual review of the Travel Plan; this will include a new snapshot staff travel survey just asking for mode of travel, comparison of survey results against targets, revision to targets where necessary, detailing of new measures where required.

Goldsmiths will share results of our annual review with the Council, and work with the Council to resolve any issues which may arise from the Travel Plan.

10 Conclusion

The Staff Travel Plan is designed to assist in meeting HEFCE and Goldsmiths' targets, stimulate awareness of sustainable transport and associated travel mode choices. It is intended to show how changing the way individuals journey to work can help to reduce the carbon impact of travel. This is a 5 year Plan that includes supplementing existing facilities as well as implementing green travel initiatives. Many actions are on-going, some require research and/or budget allocation. Its outcomes will require monitoring and targets updated as actions are implemented.