

**2009 Review of Exeter University's Travel Plan for the Exeter Campuses 2007- 2017**

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**2009 Review of Exeter University’s Travel Plan for the Exeter Campuses 2007-2017**

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## 1.0 INTRODUCTION

This is the first annual review of Exeter University's Travel Plan undertaken by Devon County Council (DCC) in conjunction with the University's Sustainability Manager. This follows the same process used to produce the document. DCC officers reviewed the documents produced by the university sustainability team and provided feedback and comments to the relevant staff.

The review will meet the following criteria:

- A review will be conducted by the DCC Transport team in conjunction with the University's Sustainability Manager to assess progress against the current Travel Plan (TP) targets, to highlight areas of good practice and to identify opportunities for improvement. This will fulfil the University's commitment within the TP to conduct an annual review;
- The review is intended to highlight options in order to support the progression of the University's plan;
- The review will incorporate those TPs that are currently the subject of planning applications, in particular, the proposed residential developments at Birks, Duryard and Lafrowda and the Forum Project;
- Current performance will be compared with best practice as detailed in PAS 500, the new Specification for Workplace TPs;
- The review will be completed and a draft report prepared for the Sustainability Manager by 31 May 2009. The draft report will then be reviewed by the University's Environmental Sustainability Dual Assurance Process.

The review fulfils the aspirations of the latest Department for Transport (DfT) Good Practice Guidelines: Delivering Travel plans through the Planning Process (April 2009).

'TPs need to be seen as 'living' documents. To stay relevant, and remain effective, they need to be regularly updated as part of an iterative process. Figure 1'<sup>1</sup>

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<sup>1</sup> DfT Good Practice Guidelines: Delivering Travel Plans through the Planning Process, April 2009, p. 11

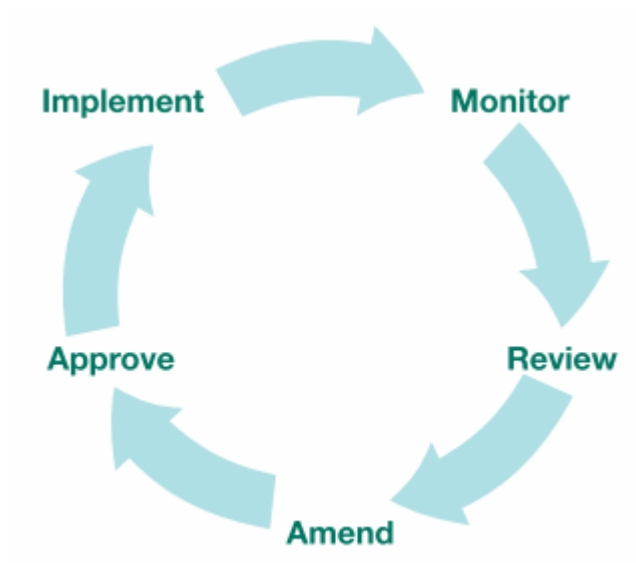


Figure 1: The iterative process of updating a travel plan.

The iterative process set out in Figure 1 allows changing circumstances to be accounted for. This will lead to a dynamic University TP which is able to adapt to changes on campus.

## 2.0 TRAVEL PLAN TARGETS

### Sustainable TP for the Exeter Campuses 2007-2017: Progress Update

Action	Timescale	Status	Comment
<p><b>Future trends in the modes of transport chosen:- Future Aspirations</b> The Sustainability Committee will undertake further surveys of travel patterns at regular intervals in order to obtain information to support the Sustainable TP.</p>	Every 4 Years	On target	<ul style="list-style-type: none"> <li>The university has taken part in the annual Exeter Travel to Work Tally for the last 3 years. This is undertaken by Devon County Council and provides information on staff TPs. Student travel patterns will be recorded in a proposed review of public transport.</li> </ul>
<p><b>Sustainability:- Future Aspirations</b> The Sustainability Committee will calculate and publish carbon dioxide emissions arising from all forms of transport associated with the University. This data will be used as a baseline for measurement of the impact of the Sustainable TP.</p>	Annually	Work in progress	<ul style="list-style-type: none"> <li>In 2006/07 the University Council agreed a Carbon Management Plan to reduce carbon dioxide emissions by 2% per year until we reached a 60% reduction by 2050, compared to a 2004/05 baseline of emissions. This plan was developed with the Carbon Trust and initial figures were calculated for CO<sup>2</sup> emissions arising from staff and student commuting, business air travel, fleet operation and UK student's home travel.</li> <li>In May 2009 the University was awarded the Carbon Trust standard in recognition of its management and reduction of its CO<sup>2</sup> emissions. The University will be re-assessed for the Standard in May 2010. Robust transport emissions data will be a requirement for this.</li> </ul>
<p><b>Non Travel Options:- Current Initiatives</b> (a) Information Services (IS) is currently improving and extending its video-conferencing facilities.</p>	On-going assessed annually	On target	<ul style="list-style-type: none"> <li>The university is improving its video-conferencing facilities. Further information on this can be found at <a href="http://www.exeter.ac.uk/sustainability/transport/index.shtml">http://www.exeter.ac.uk/sustainability/transport/index.shtml</a></li> </ul>
(b) The University is currently developing new policies for flexible working.	2007	Complete	<ul style="list-style-type: none"> <li>Principles for Flexible Working Hours Arrangements for Support Staff was published in March 2007</li> </ul>
<p><b>Non Travel Options:- Future Aspirations</b> (c) Information Services will continue to invest in current and future technological advances in information technology to aid communication and thus reduce the need for travel and for office space.</p>	On-going assessed annually	On target	<ul style="list-style-type: none"> <li>The university is improving its pod-casting facilities. Further information on this can be found at <a href="http://www.exeter.ac.uk/sustainability/transport/index.shtml">http://www.exeter.ac.uk/sustainability/transport/index.shtml</a></li> </ul>
<p><b>Walking:- Current Initiatives</b> (a) Buildings &amp; Estate Services will maintain, as far as is reasonably practicable, all campus pathways to ensure that they are adequately lit and free of physical defects</p>	On-going assessed annually	On target	<ul style="list-style-type: none"> <li>There have been improvements on site including resurfacing and installation of lighting</li> </ul>
(b) They will include the needs of pedestrians in the planning of future development of the University's campuses.	On-going assessed annually	Completed	<ul style="list-style-type: none"> <li>The needs of pedestrians are always considered in future planning</li> </ul>

<b>Action</b>	<b>Timescale</b>	<b>Status</b>	<b>Comment</b>
(c) They will preserve the safety of pedestrians by segregating pedestrians from vehicles. This will entail the improvement of informative and warning signage and the construction of additional paths where there is no alternative to walking on the road.	<b>On-going assessed annually</b>	<b>Work in progress</b>	
<b>Walking:- Future Aspirations</b> (d) B&ES will consider the needs of the pedestrian in the planning of future development of the University's campuses.	<b>On-going assessed annually</b>	<b>Completed</b>	<ul style="list-style-type: none"> <li>The needs of pedestrians are always considered in future planning</li> </ul>
<b>Cycling:- Current Initiatives</b> (a) The Sustainability Committee (SC) is working closely with the Exeter's 'Cycling Demonstration Towns' project (managed by Devon County Council) to promote the University's interests in contributing and receiving benefits. It is seeking financial assistance with the provision of secure storage facilities and showers.	<b>End 2009</b>	<b>Complete</b>	<ul style="list-style-type: none"> <li>See University Cycle Strategy "Unlocking the Potential", last updated in June 2009</li> </ul>
(b) The SC is actively promoting the current cycling facilities e.g. on map that links into Exeter cycle path network.	<b>End 2009</b>	<b>Complete</b>	<ul style="list-style-type: none"> <li>See University Cycle Strategy "Unlocking the Potential", last updated in June 2009</li> </ul>
(c) The SC is identifying safe and minimal gradient cross-campus and inter-campus cycle routes, and work with local authorities to put these into place.	<b>End 2007</b>	<b>Work in progress</b>	<ul style="list-style-type: none"> <li>See University Cycle Strategy "Unlocking the Potential", last updated in June 2009</li> </ul>
(d) The SC will invest £20k on Cycle storage facilities (inc £10k funding from DCC's Cycle Exeter Award).	<b>Mid 2007</b>	<b>Completion July 2009</b>	<ul style="list-style-type: none"> <li>147 cycle parking spaces will be installed at the St Luke's campus in July 2009. Opportunities are currently being identified on the Streatham Campus.</li> <li>See University Cycle Strategy "Unlocking the Potential", last updated in June 2009</li> </ul>

Action	Timescale	Status	Comment
<p><b>Cycling:- Future Aspirations</b></p> <p>(d) The Sustainability Committee (SC) will encourage the formation of a 'Bicycle User Group' to liaise with the Buildings and Estate Services, and outside organisations such as Exeter Cycle Forum and Sustrans.</p>	<p><b>End 2007</b></p>	<p><b>Complete</b></p>	<ul style="list-style-type: none"> <li>• See University Cycle Strategy "Unlocking the Potential", last updated in June 2009</li> </ul>
<p>(e) The SC will determine the demand for and costs of provision of facilities such as pool bikes, and cycle purchase incentive schemes.</p>	<p><b>Mid 2007</b></p>	<p><b>Work in progress</b></p>	<ul style="list-style-type: none"> <li>• See University Cycle Strategy "Unlocking the Potential", last updated in June 2009</li> </ul>
<p>(f) The SC will investigate staff / student tax free cycle purchase schemes ('Boost' and other Government schemes).</p>	<p><b>Mid 2007</b></p>	<p><b>Complete</b></p>	<ul style="list-style-type: none"> <li>• See University Cycle Strategy "Unlocking the Potential", last updated in June 2009</li> </ul>
<p>(g) The Health, Safety and Environment Office will improve road safety for cyclists by offering cycle proficiency training (provided by Devon County Council).</p>	<p><b>End 2007</b></p>	<p><b>Complete</b></p>	<ul style="list-style-type: none"> <li>• See University Cycle Strategy "Unlocking the Potential", last updated in June 2009</li> </ul>
<p><b>Motorcycling:- Current Aspirations</b></p> <p>The Health, Safety and Environment Office wishes to improve the competency and thus safety of motorcyclists by offering motorcycle proficiency training (provided locally by Devon County Council) to staff who motorcycle to and from work.</p>	<p><b>End 2007</b></p>	<p><b>Work in progress</b></p>	<ul style="list-style-type: none"> <li>• Devon County Council's road safety team will contact the university to arrange training/ promotion.</li> </ul>
<p><b>Car Use:- Current Initiatives</b></p> <p>(a) The Sustainability Committee will continue to use car parking charging to fund the management, maintenance and control of car parking on campus and use any residues for transport related sustainability initiatives. Charges will increase in 2007-08 and steadily over the ten years of this plan until the cost of providing the space is met.</p>	<p><b>Ongoing</b></p>	<p><b>Complete</b></p>	<ul style="list-style-type: none"> <li>• The maximum cost for an annual parking permit has increased from £92 p.a. in 2006/07 to £237 p.a. in 2008/09 and a pay and display scheme has been introduced along side the permit process to provide flexibility and encourage staff to mix and match their travel choices. Permit charges will increase further in 2009/10 as well as see the introduction of charging based on vehicle emissions. The University of Exeter will be amongst the first Higher Education intuitions to introduce such a charging mechanism.</li> <li>• The income derived from parking is ring fenced, once the operational costs have been met, and these are recycled into sustainable travel initiatives such as the subsidy provided for the D-bus service and cycle locks.</li> </ul>

<p><b>Car Use:- Future Aspirations</b></p> <p>(b) The Sustainability Committee will develop a charging regime for parking based on actual usage rather than on an annual flat fee</p>	<p><b>End 2007</b></p>	<p><b>Complete</b></p>	<ul style="list-style-type: none"> <li>• This has been completed by the implementation of a pay and display scheme.</li> </ul>
<p><b>Flexi-time:- Future Aspirations</b></p> <p>(a) A working group is developing flexible working arrangements to support staff in all parts of the University where work patterns permit.</p>	<p><b>End 2007</b></p>	<p><b>Complete</b></p>	<ul style="list-style-type: none"> <li>• Principles for Flexible Working Hours Arrangements for Support Staff was published in March 2007. This was developed by a home working Task and Finish Group</li> </ul>
<p><b>Car Sharing:- Current Initiatives</b></p> <p>(a) The Sustainability Committee will promote DCC's "Carsharedevon" web site and will establish a 'University of Exeter' customised page on the site to facilitate its by staff and students.</p>	<p><b>Mid 2007</b></p>	<p><b>Complete</b></p>	<ul style="list-style-type: none"> <li>• The University has joined a private car sharing group as part of the "Carsharedevon" web site and actively promotes this on the University web site.</li> </ul>

<b>Action</b>	<b>Timescale</b>	<b>Status</b>	<b>Comment</b>
<b>Car Sharing:- Future Aspirations</b> (b) The move to charging for actual use rather than on an annual basis.	<b>End 2007</b>	<b>Not yet progressed</b>	
(d) The Sustainability Committee will consider reduced annual parking permit charges for cars sharers.	<b>End 2007</b>	<b>Not yet progressed</b>	
<b>Park &amp; Ride:- Current Initiatives</b> (a) The Sustainability Committee will promote the use of the existing Park and Ride Schemes to the south and east of the City.	<b>End 2007</b>	<b>Partially Complete</b>	<ul style="list-style-type: none"> <li>Promoted on the Sustainable Transport web site and included in event literature</li> </ul>
<b>Park &amp; Ride:- Future Aspirations</b> (b) The Sustainability Committee will consider providing a transport link between the existing Park & Ride site and the Exeter Campuses	<b>Mid 2007</b>	<b>Not yet progressed</b>	<ul style="list-style-type: none"> <li>This consideration is being addressed in the recently commissioned Public Transport Review (PTR) which will give an indication as to whether there is a case for the proposed link.</li> </ul>
(c) The Sustainability Committee will campaign for an additional Park and Ride Scheme to the north of the City (serving A377, Crediton direction and A396, Tiverton direction).	<b>No date</b>	<b>Not yet progressed</b>	<ul style="list-style-type: none"> <li>The SC has not campaigned for any additional services. It is hoped that the PT review will add weight to the university's case.</li> </ul>
<b>Sharing of Business Journeys:- Future Aspirations</b> The Sustainability Committee will promote the sharing of business journeys by developing a web-based bulletin board on which a list of intended business journeys can be posted. Travel between the Exeter and Cornwall Campuses will form a key component of the bulletin board.	<b>Ongoing</b>	<b>Not yet progressed</b>	

Action	Timescale	Status	Comment
<p><b>Hire Vehicles:- Future Aspirations</b>  The Sustainability Committee will promote sustainable use of hire vehicles. It will encourage potential hirers to:-  (i) Determine whether the journey could be more made using public transport, bearing in mind cost and practicality;  (ii) Select the smallest car / engine size for the journey consistent with the length of the journey and payload, to ensure it is carried out economically and with minimum of CO<sup>2</sup> emission.  (iii) Use Hospitality Services' 'people carrier' for group travel where possible.</p>	End 2007	Work in Progress	<ul style="list-style-type: none"> <li>A people carrier is available at present to staff on campus.</li> </ul>
<p><b>University Minibus Service:- Current Initiatives</b>  (a) The Sustainability Committee has approved the purchase of a new minibus (with access for the disabled) from the car parking fund.</p>	Mid 2007	Complete	<ul style="list-style-type: none"> <li>The new minibus is now in service.</li> </ul>
<p><b>University Minibus Service:- Future Aspirations</b>  (b) The Sustainability Committee will promote the use of the University Minibus Service by University staff by initiating publicity campaigns.</p>	End 2006	Complete	<ul style="list-style-type: none"> <li>Shuttle is advertised on Sustainable Transport Website and to all new staff</li> </ul>
<p>(c) The Committee will also consider the development of new routes for the Service.</p>	No date	Work in progress	
<p><b>Buses:- Current Initiatives</b>  (a) The Sustainability Committee will initiate a survey on the current passenger usage of the 'D' Service both inside and outside term time. The survey will also gauge customer satisfaction with the service and suggestions for improvements.</p>	Early 2008	Work in progress	<ul style="list-style-type: none"> <li>The Public Transport review has stated in the project brief that it will undertake some survey work to understand student satisfaction with the current D service which operates on campus.</li> </ul>
<p>(b) The Sustainability Committee will arrange for annual season ticket payroll-based purchase scheme (with a 10% discount) if there is a sufficient demand.</p>	End 2007	Complete	<ul style="list-style-type: none"> <li>Annual stagecoach pass under the salary sacrifice scheme available for staff</li> </ul>
<p>(c) Promote signage for and information about public transport</p>	End 2007	Complete	<ul style="list-style-type: none"> <li>Bus information is displayed on the Exeter website. There are also plans for leaflet dispensers to be situated on campus.</li> <li>University interactive map also provide location of all bus stops on site and the associated travel information</li> </ul>

Action	Timescale	Status	Comment
<p><b>Buses:- Future Aspirations</b>  (c) The Sustainability Committee will initiate a study to determine the feasibility of operating its own scheduled bus service on a route incorporating St David's Station, Central Station, St Luke's campus (and possibly, the 'Park and Ride' sites). Staff and Students could possibly use the service free of charge or pay very low fares.</p>	<p><b>End 2008</b></p>	<p><b>Note yet progressed</b></p>	<ul style="list-style-type: none"> <li>• This target will be met by the Public Transport review</li> </ul>
<p><b>Trains:- Future Aspirations</b>  The Sustainability Committee will initiate a study determine the demand for rail season tickets and as to whether a discount and / or a tax free loan payroll scheme can be arranged.</p>	<p><b>Early 2008</b></p>	<p><b>Complete</b></p>	<ul style="list-style-type: none"> <li>• An interest-free loan for annual season train tickets is available for staff</li> </ul>

### **3.0 HIGHLIGHT AREAS TO SUPPORT TRAVEL PLAN**

DCC understand the specific challenges which face the university when it comes to promoting sustainable travel. Something which we believe would assist the university and be a source of encouragement and forum for new ideas for the TP Coordinator is a quarterly meeting with organisations of a similar size. This meeting could be hosted by DCC and would involve the TP coordinators from Exeter University, Royal Devon and Exeter Hospital and Devon County Council.

These three influential organisations are all situated in the North East of the City, have hundreds of staff and will most likely be using similar methods to promote their TP. A meeting every few months to hear of specific challenges or successes will promote the passage of information which is key to effective travel planning.

DCC would also run promotion events throughout the year in conjunction with Exeter University's Cycle Strategy and County-wide sustainable travel events.

#### **4.0 CURRENT TRAVEL PLANS**

The Sustainable TP for the Exeter Campus 2007 – 2017 sets the overarching transport aims of the University. This includes targets and timescales for their completion to deliver a more sustainable situation on site. In conjunction with this TP, a number of site-specific TPs are in operation which specify specific targets for each of the university sites.

Most of the academic buildings on site will be covered by the overarching TP which this document is a review of. Two halls of residence have travel plans which were prepared in May 2009 and are in their early stages. Many of the key actions will happen when first year students arrive at the University for the start of term in September. There are two halls of residence which have recently produced travel plans containing realistic measures which should be sustainable throughout the year. A key action will be for the green travel information boards to be situated in areas where they will be read and passed regularly. This continual supply of information will allow those that are interested to make the most of any alternative modes of transport on offer.

An aim for the future will be to manage visitors to the University as open days and the first day of term can generate substantial amounts of traffic.

## **5.0 PAS 500: TRAVEL PLANS**

This Publicly Available Specification (PAS) defines requirements for developing and implementing a workplace travel plan (WTP), including public availability, resources and claims of conformity. Exeter University's TP is applicable to the PAS 500 accreditation process and can be assessed against the bronze, silver or gold awards. Unfortunately, when investigating the progress of the PAS 500 awards, I have discovered that the PAS 500 award has no official accreditation body and is not likely to have one for 2-3 years. There is the possibility of self assessing a development using the criteria's set out in the PAS 500 guidelines but the general consensus amongst the transport industry is to hold off as self assessment is subjective and not universally recognized.

Exeter University have gone to a lot of effort to achieve their TP targets, and I would like to see this rewarded. To this end, I would like to forward Exeter University's TP and this review to the nomination panel for the Devon Environmental Business Initiative (DEBI) Awards. The DEBI Environmental Awards were set up to celebrate the achievements of the ways that businesses, community groups and schools are able to work with the environment in innovative and interesting ways, whilst achieving their own business plan objectives. There is also the possibility of contacting ACT Travelwise to be entered in their annual sustainable travel awards event. ACT TravelWise is the UK's premier network for all organisations working to promote sustainable travel. Winning one of their awards would be a huge milestone for the university and something which would be recognised nationally.

## **6.0 CONCLUSION**

It is evident from looking at section 2 of this report that the TP targets set in 2007 are at various stages of completion. Although there has been some slippage in target timescales, the University have reaffirmed their commitment to sustainable travel by appointing a sustainability manager since the TP was produced.

The final paragraph of the University's Travel Plan foreword states that;

'The senior management of the University are totally committed to the plan and will ensure that the resources required to put it into effect are available.'

This is evident from the progress towards reaching the targets set in January 2007. DCC are pleased with the work undertaken towards achieving a more sustainable and travel wise university and looking forward to further partnership work in the future.