

**UNIVERSITY OF CAMBRIDGE****TRAVEL PLAN 2011****1. Background****Introduction**

- 1.1 A travel plan is a package of measures aimed at promoting sustainable travel within an organisation, with an emphasis on reducing reliance on single occupancy car travel.
- 1.2 This Travel Plan sets out objectives, a target and measures to manage the demand for travel and promote sustainable travel within the University. It was approved by the University's Planning and Resources Committee at its meeting on 13 July 2011. The University Travel plan is supported by site-specific travel plans that are prepared for new buildings.

**Organisational Context**

- 1.3 Cambridge is a collegiate University and is organised around 31 Colleges (the Colleges), central teaching and administrative functions (the central University), and academic & research institutions.
- 1.4 The central University and related institutions occupy more than 20 sites, mainly situated in central, western and southern Cambridge. Teaching and research is organised through schools, faculties and departments.
- 1.5 The Colleges also mainly occupy sites in central and western Cambridge. Each College is an independent institution with its own property, income and staff. A College is the place where students live, eat and socialise. It is also the place where they receive small group teaching sessions.
- 1.6 There are 17,700 students and 9,000 central University staff. The University also attracts a significant number of visitors, for academic and research work, to its museums and historic buildings, to open days and to graduation ceremonies.
- 1.7 The University therefore generates a large number of trips to and within Cambridge. Managing that travel demand in favour of sustainable modes is challenging.

## **Reasons for Adopting a Travel Plan**

- 1.8 As an aid to securing planning permission.

There is an increasing need to managing the University's trip impact on the highway network, at a time when commuter routes are at or near full capacity, Government funding for capacity enhancement on the A14 has been withdrawn, and public funding for highway improvements is generally limited. The University continues to bring forward proposals for the development of its sites and the impact of trips on the network needs to be minimised in order to secure planning permission for development. Travel plans help to demonstrate the University's commitment to managing the demand for travel to the local planning authorities. Site travel plans are included with planning applications for major University development. The site travel plans complement the University Travel Plan.

- 1.9 To demonstrate the University's commitment to travel planning for other purposes, for example in order to secure EcoCampus Gold Standard in the University's Environmental Management System.
- 1.10 To provide a context for the future coordination development and prioritisation of travel measures across the University.
- 1.11 To provide a basis from which to tackle Scope 3 emissions in the Carbon Management Plan. This will be important in dealing with future HEFCE CIF2 targets for Scope 3 emissions.
- 1.12 To communicate with staff and students on a package of travel measures.

## **2. Roles and Responsibilities**

- 2.1 Estate Management (EM) leads on the coordination of the Travel Plan and implementation of most actions (Paul Milliner (Senior Planning Officer) and Catrin Darsley (Environmental Coordinator)).
- 2.2 Some actions are implemented by others, as follows:

Car parking management	Steve Matthews, Estate Management
Cycle to Work Scheme	Human Resources
Interest-free loan scheme	Human Resources
Student car use	University Motor Proctor

### 3. Objectives

*Objective 1: Reduce The Need To Travel*

This is a long standing objective of Government that is expressed through transport planning policy.

*Objective 2: Manage Carbon Emissions From University-Generated Travel*

The University's Carbon Management Plan sets a target for the absolute reduction in total Scope 1, 2 and 3 emissions from 2005 levels by 2020 (Scope 3 includes business and commuting travel) through measures including:

- a. parking management schemes
- b. public transport incentives to reduce commuting
- c. revision of University travel expenses policy

*Objective 3: Manage The Demand For Travel By Car, Especially By Single Car*

*Objective 4: Increase Travel Options By Non-Car Modes*

*Objective 5: Improve Travel Affordability*

*Objective 6: Support Development At North West Cambridge By Removing Current Trips On The Highway Network*

The highways authorities have stated that development of the University's development proposal at North West Cambridge will require measures to be brought forward to mitigate the impact of car trips on the strategic highway network. This will require action across the wider University estate.

### 4. Target

- 4.1 The 2010 Staff Travel Survey results show that 23% of University staff journeys to work are made by car (single occupancy). It will be challenging to maintain that level as the University develops more space outside central Cambridge at West and North West Cambridge and at Addenbrooke's. Sites outside central Cambridge tend to have higher percentages of single occupancy car commuting, due to car parking density and fewer public transport options.
- 4.2 A target that **no more than 25% of journeys to work should be made by car (single occupancy)** is therefore considered to be appropriate.

## **5. University Travel Measures**

- 5.1 Travel measures are set out in Table 1. Each measure relates to one or more objectives.
- 5.2 Potential future measures are set out in Table 2. Many have been identified in order to support the North West Cambridge development. This is to meet a target to remove 200 daily morning peak-hour car trips from the A14 and a general requirement to remove car trips across the highway network. Relevant measures are likely to be included in a S106 planning obligation for North West Cambridge. One or more of the S106 measures would be implemented as and when necessary in relation to the delivery of academic and research space at that site.
- 5.3 Car park charging is identified as a potential future measure. Implementation of charging will be subject to the recommendations of a consultative group to be established by PRC.

## **6. Monitoring**

- 6.1 A survey of University staff journeys to work is carried out annually, through the Cambridgeshire Travel for Work Partnership's survey of member organisations. The 2010 survey covered the period 9-15 October, and generated 1441 returns (a response rate of around 16%). The survey measures the main mode of travel by distance travelled.
- 6.2 The modal split results compare favourably with other participating organisations: only 23% of University staff weekday journeys to work are made in single occupant vehicles, compared with 47% collectively for other organisations. Forty percent of journeys were made by bicycle (21% for other organisations), 9% walking (7%), 9% public bus (6%), and 7% train (5%). Only with car sharing does the University perform worse than the collective results for other organisations.
- 6.3 Trends show a steadily decreasing proportion of journeys to work made by car (single occupants), down from 32% in 2001.
- 6.4 The average distance travelled by people driving alone was 20km.

## **7. Review**

- 7.1 The University Travel Plan will be reviewed every 2 years.

**TABLE 1 – EXISTING MEASURES**

	<b>Objective(s)</b>	<b>Lead</b>	<b>Timescale</b>
1. Uni4 Bus Service, with discounted fares for University Card Holders	3, 4, 5	EM – Estate Development	2011-14/16
2. Arrange special bus services for University events (e.g. University Open Days, Science Festival)	3, 4	EM – Estate Development Event organisers	When required
3. Cycle to Work Scheme	3, 5	Human Resources	Ongoing
4. Provide showers, changing rooms, drying rooms and lockers in all new buildings	3, 4	EM – Estate Development	Ongoing
5. Provide cycle parking at all new developments	3, 4	EM – Estate Development	Ongoing
6. Park and Cycle facility, Madingley Road	3, 4	EM – Facilities Management	On-going
7. Train season ticket discounts	3, 5	EM – Estate Development	Ongoing
8. Interest free loan scheme for travel by bus, rail and bicycle	3, 5	Human Resources	Ongoing
9. Car park charging – prepare proposals	3, 6	Consultative Group reporting to PRC	2011-12
10. Manage the use of centralised University car parks through a badge system <i>On-line system introduced summer 2011</i>	3	EM – Facilities Management	Annually
11. On-line car sharing scheme (CamShare)	2, 3, 5	EM – Estate Development	Ongoing
12. Car Club scheme (ZipCar)	2, 3	EM – Estate Development and Facilities Management	Ongoing
13. Proctorial control on student use of cars	3	University Motor Proctor	Ongoing
14. Revise University travel expenses policy <i>Action contained in the Carbon Management Plan</i>	2, 3		
15. Develop proposals for the provision of affordable staff housing at North West Cambridge	1	NWC Project Director	
16. Potential additional staff housing at West Cambridge <i>Through a future master plan review</i>	1	EM – Estate Development	

**TABLE 2 – POTENTIAL NEW MEASURES**

	<b>Objectives</b>	<b>Lead</b>
17. Designate car-sharing only spaces in centrally managed car parks	2, 3, 5, 6	EM – Facilities Management
18. Introduce a car sharing badge for University Car Parks	2, 3, 5, 6	EM – Facilities Management
19. A targeted approach to stimulate car sharing amongst staff living in the A14 corridor.	2, 3, 5, 6	EM – Estate Development & Facilities Management
20. Proactive management of car sharing through CamShare, on a frequent basis, to encourage more people to join the scheme and to prompt an increase in search activity.	2, 3, 5, 6	EM – Estate Development
21. Subsidised bus season tickets	3, 5, 6	EM – Estate Development & Facilities Management
22. Free/discounted bus season tickets (for staff living in the A14 corridor)	2, 3, 5, 6	NWC Project
23. Implementation of car park charging <i>Subject to the recommendations of the Consultative Group and decision by PRC</i>	2, 3, 6	EM – Facilities Management