

# Middlesex University

## Travel Plan Review June 2020

2020 – 2025





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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 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.

Middlesex University is proud to be members of the EAUC, we have EcoCampus Platinum recognition as well as ISO14001 accreditation. Our Carbon Management Plan outlines the overarching goals and objectives and is available on-line.



## 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](http://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 parking, shower and changing facilities and lockers for cyclists 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, Colindeep and Colinhurst. It takes into consideration student halls: Usher Hall, Platt Hall, Writtle House and Ivy Hall. Students also occupy rooms at Olympic Way, Wembley in the neighbouring London Borough of Brent.

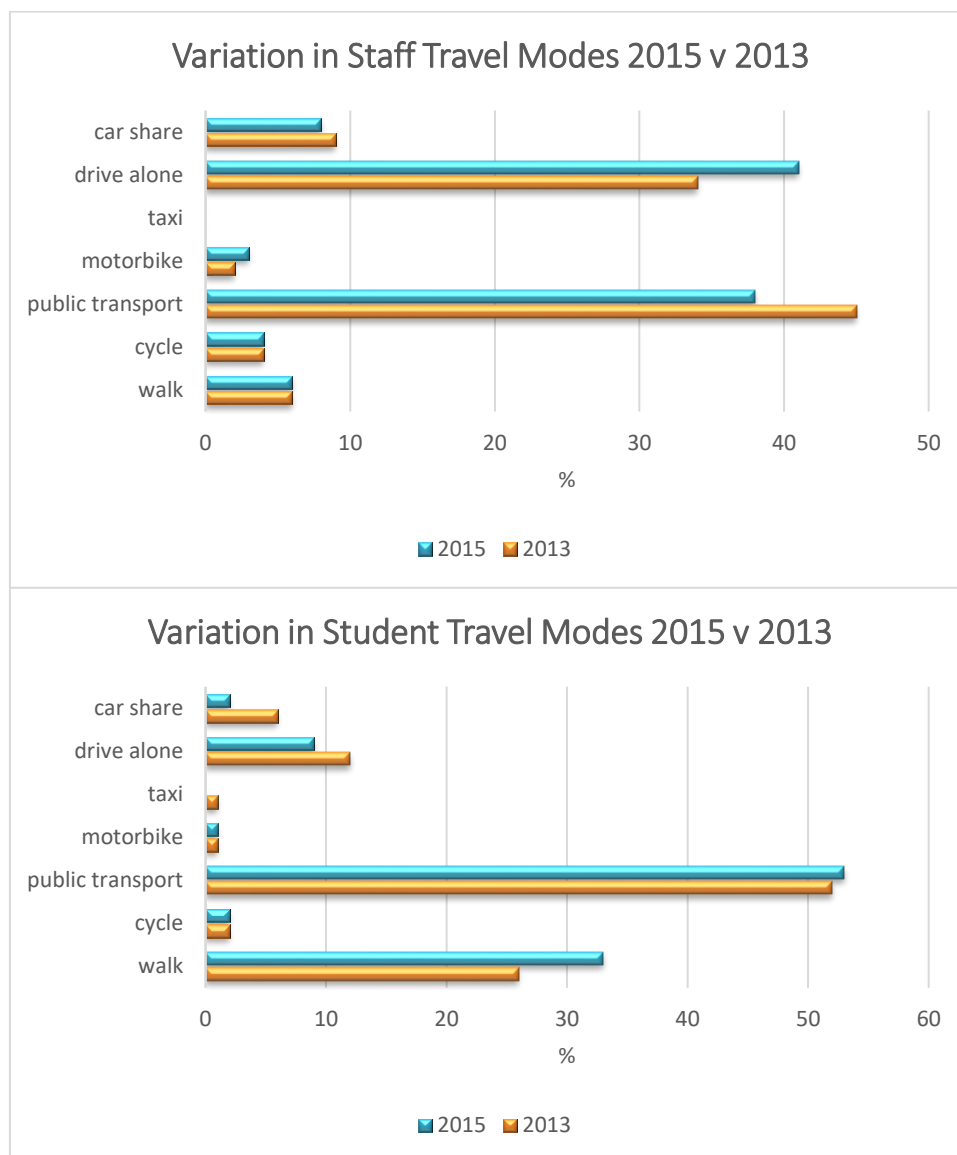
The Travel Plan centres on travel as part of the University's day to day operations including staff and student commuting and business travel across the organisation. Travel is something that affects us all, we all do it and therefore we all contribute to the impacts both negative and positive.



### How do we travel?

Recent staff and student travel surveys have provided a picture of travel preferences and allowed 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.

Our next full travel survey is scheduled for November 2020 and will provide the data necessary to update these trends.



The number of staff commuting by car, driving alone, in 2015 increased to 41% from 34% in 2013. This represents roughly 738\* people who drive to work.

Not all car users are permit holders with access to park on campus. We recognise the impact this is having on the local area and we continue to monitor and closely manage the situation.

\*1837 colleagues employed in August 2015.

## Our progress

### Public Transport

- On average, 32 colleagues take advantage of the interest free season ticket loan
- More than half our students: 53% use public transport to travel to University
- TfL have extended bus route 125 providing links from Colindale, west of the campus and Southgate and Enfield, east of the campus

### Cycling

- In 2018-19 12 colleagues purchased a bike using *Cyclescheme*, and the amount available to staff is now £3,000 (an increase from £1,000)
- There are 164\* parking spaces for bikes on campus, we installed two brand new shelters in January 2020
- Students and staff can borrow a bike from our MDXFreewheelers scheme - free of charge
- Regular cycling events on campus, working closely with our local bike shop and Evans Cycles
- We promote free Learn to Ride lessons for adults in partnership with London Borough of Barnet
- In partnership with the Metropolitan Police we encourage safe cycling

### More Sustainable Driving Options

- There are 31 active car share partners in April 2016 compared to 30 in 2013
- We host two vehicles – a car and a van – for the Enterprise Car Club on campus
- There are 8 electric vehicle charging points on site for staff use, 11 colleagues are members of the MDXBuzz club and use the facilities on site
- There are 20 members of the MUMotorbike Club, in 2018 a group rode across Cambodia

### Engagement

- The Environment Team Communications Plan is devised to maximise contact with staff and students. We meet students at induction as part of the Fresher's Fair and engage with staff at regular staff induction Market Place events on campus
- We have also produced a video highlighting the features of our "Sustainable Campus"
- There is information on the Website, Intranet, Unihub and Yammer
- Recent engagement with TfL has helped the provision of an extended bus route greatly assisting staff and students
- Involvement with London Borough of Barnet has help to install road and traffic improvements in the local area, a huge benefit to pedestrians and cyclists. Regular meetings with MDXSU to discuss issues and investigate ways to engage more with students

**Your  
sustainable  
campus**

## Target update

Staff Targets 2015-2017

Student Targets 2015-2017

Mode of travel	Baseline March 2013	Target Mar 2015	survey result Mar 2015	variance	Target Mar 2017	Mode of travel	Baseline Dec 2012	Target Dec 2014	survey result Dec 2015	variance	Target Mar 2017
	%	%	%		%		%	%	%		%
Car (SOCJ)	34	32	41	-9	30	Car (SOCJ)	12	11	9	-2	10
Car share	9	11	9	-2	12	Car share	6	6	2	-5	5
Public transport	45	46	38	-8	47	Public transport	52	52	53	3	52
Cycle	4	5	4	-1	6	Cycle	2	5	1	-3	8
Walk	6	5	7	2	5	Walk	27	26	33	9	25
Motorbike	2	1	3	2	1	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.

Our next full travel survey is scheduled for November 2020 and will provide current data to allow us to revisit our performance.

## Our fleet

Our fleet has reduced substantially in the last five years.

In 2018-19 we purchased 9,104 litres of diesel compared to 216,899 in 2014-15 and the trend is set to continue for this year – 2019-20.

We switched our diesel consuming box van for an electric van and expect to continue to renew the rest of the fleet with cleaner, low emission or fully electric vehicles.





## OBJECTIVES

### **Objectives**

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

\*Sustainable travel modes include walking, cycling, public transport, motorbike and car sharing



## Action Plan

Spotlight	Action	Timescale	Update June 2020
<p>① <b>Carbon Emissions &amp; Air Pollution</b></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>	<i>Maintain the current level of scope 3 carbon emissions associated with commuting (using 2016 baseline)</i>		
	▪ Investigate cycle schemes for students.	July 2016	MDXFreewheelers scheme introduced January 2017
	▪ 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?	Oct 2016	Scheme is managed by SU, promoted on website and at events
	▪ 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?	Oct 2016	Difficult to introduce and the walk from Platt Hall to campus not appealing to students. May investigate opportunities at Barnet Copthall when development plan is released
	▪ Encourage the use of electric and very low emission vehicles for staff	Dec 2016	Installed 6 charging points in Feb 2017 and 2 more in July 2019
	<i>Achieve a 10% reduction in scope 1 emissions for University fleet by 2021 (using 2016 baseline)</i>		
	▪ 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	Jan 2017	Staff business travel policy was updated. Further work planned to analyse data and encourage behaviour change in 2020-21
	▪ Use PAFIS to report and set a baseline	Dec 2016	PAFIS spend reporting supplies information for HESA reporting
▪ Encourage use of teleconferencing and other IT solutions to reduce the need to travel.	Dec 2016	Software and access has been made available, greater use of MSteam and SKYPE	
▪ Encourage membership of City Car Club for staff and students	Oct 2016	Changed to Enterprise Car Club, added second vehicle in 2018	
▪ Publicise walking and cycling routes between satellite sites across the estate – produce a table showing distances and travel times	Oct 2017	Included this on Unihub	

<ul style="list-style-type: none"> <li>Investigate loan bikes for colleagues to travel between satellite sites</li> </ul>	July 2016	MDXFreewheelers scheme introduced January 2017
<i>Increase the percentage of sustainable modes* of transport used to commute to the University</i>		
<ul style="list-style-type: none"> <li>Review cycling facilities on site, monitor use and raise awareness about what is available.</li> </ul>	Summer 2016	Recognised demand for cycle parking, new stands installed Fenella and Vine
<ul style="list-style-type: none"> <li>Provide more designated motorbike and scooter parking.</li> </ul>	June 2016	Signage was installed to direct motorcyclists to designated parking
<i>Investment in developing a greener fleet. By 2021 ensure 10% electric fleet vehicles</i>		
<ul style="list-style-type: none"> <li>Consider replacing all vehicles with electric or very low carbon emission alternatives.</li> </ul>	Dec 2016	Reduced fleet and purchased fully electric vehicle
<ul style="list-style-type: none"> <li>Undertake analysis of the fleet and find ways to operate without using as many vehicles.</li> </ul>	Aug 2016	Sports have reduced their fleet but further work needed
<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"> <li>Determine public transport links, suitable pedestrian routes, cycle routes and share with staff and students.</li> </ul>	Summer 2016	How to get to campus guide included in student and staff information
<ul style="list-style-type: none"> <li>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).</li> </ul>	Summer 2016	Various costs were considered. In Jan 2020 a service from campus to Barnet Copthall was introduced, not well used so far
<i>Increase level of sustainable travel from 59% for staff</i>		
<ul style="list-style-type: none"> <li>Continue to discourage SOCJs by continuing to restrict parking permits</li> </ul>	Ongoing	Better car park management and an improved access system
<i>Maintain level of sustainable travel at 91% for students</i>		

	<ul style="list-style-type: none"> <li>Continue to promote sustainable travel and aim to achieve high level of feedback when undertaking next travel surveys.</li> </ul>	Ongoing	Full travel survey is planned for November 2020
	<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>		
② <b>Road Safety</b>	<ul style="list-style-type: none"> <li>Work with London Borough of Barnet to make improvements in infrastructure for cycle routes and facilities</li> </ul>	Ongoing	Traffic calming measures introduced summer 2020 including pedestrian crossings in The Burroughs and Greyhound Hill, 20mph speed limit and junction improvements along The Burroughs
Continue to improve accessibility, road safety and personal security	<ul style="list-style-type: none"> <li>Update campus plan to include cycle parking and showering facilities</li> </ul>	Dec 2017	Completed and rolled out on Intranet
	<ul style="list-style-type: none"> <li>Discourage inconsiderate and anti-social parking in streets around campus</li> </ul>	Ongoing	Regular message students on Unihub asking for their co-operation
	<i>Increase current level of cycling to 4% for students and maintain current level of 4% for staff</i>		
③ <b>Health &amp; Activity</b>	<ul style="list-style-type: none"> <li>Encourage MDX BUG to assist with feedback on events, current facilities, ideas for improvement</li> </ul>	Summer 2016	Agreed with local bike shop to hold events and offer staff and student discounts
Increase sustainable travel options including walking and cycling for staff and students	<ul style="list-style-type: none"> <li>Hold regular cycling events on campus working with metropolitan Police and London Cycling Campaign</li> </ul>	Ongoing	Explored opportunities with LBBarnet to roll out adult cycling lessons
	<ul style="list-style-type: none"> <li>Go Green week feature a day devoted to travel where several cycling themes will be featured</li> </ul>	Feb 2017	Go Green Week changed in 2018 to series of pop up events working with TfL, LBBarnet and local bike shop
	<ul style="list-style-type: none"> <li>Monitor use and demand for cycle parking</li> </ul>	Ongoing	Identified need for more cycle parking at Fenella and Vine
	<ul style="list-style-type: none"> <li>Work with MDXSU to set up a BUG or Cycling Society for students</li> </ul>	Oct 2016	SU set up cycling society, but not well received Ongoing

			MDXFreewheelers scheme introduced in January 2017 management taken over by SU
	<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	May 2017	Raised awareness as part of comms plan
	▪ Encourage lunch time walks to include the wider estate	Summer 2016	Sports continue to manage and promote
	▪ Encourage colleagues who drive to park at Platt Hall and walk to campus	Summer 2016	Ongoing
	<i>Increase and promote sustainable travel modes for commuting and business travel</i>		
	▪ Work with AV to encourage use of video conferencing facilities	Ongoing	More work to do on this as software and remote working activities become more widely available
④ Promote Sustainable Travel	<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	Sept 2016	Corporate website updated and ongoing
	▪ Provide a web based calendar of travel related events	Sept 2016	Part of the comms plan
	▪ Have a presence at the annual Freshers Fair to engage with students and student societies	Oct 2016	Changed our approach to run a series of pop up events
	▪ Strong presence at Go Green week every February – one day devoted to travel	Feb 2017	Changed out approach in 2018 to run a series of pop up events and comms based activities through the year
	▪ Promote staff related travel benefits – interest free loans for motorbikes and scooters and season tickets; Cyclescheme and student discounts for public transport	Ongoing	Increased CycleScheme allowance to £3,000

	<ul style="list-style-type: none"> <li>Continue with annual travel surveys and seek ways to improve response rate to 10% minimum</li> </ul>	Ongoing	Next planned survey is November 2020
	<ul style="list-style-type: none"> <li>Use Yammer to communicate with staff</li> </ul>	Ongoing	Ongoing – useful way to communicate quickly
	<ul style="list-style-type: none"> <li>Forge links with MDXSU</li> </ul>	Ongoing	Regular meetings with SU management
	<ul style="list-style-type: none"> <li>Include Travel &amp; Transport as a regular item on CSR Agenda</li> </ul>	Sept 2016	ESG replaced CSR
	<ul style="list-style-type: none"> <li>Publish Travel Survey Results on Intranet and UniHub</li> </ul>	June 2016	Done – new data should be available when we complete the next full travel survey
	<ul style="list-style-type: none"> <li>Employ student intern</li> </ul>	Nov 2020	Student intern will undertake the next travel survey planned for November 2020
<p>⑤ <b>Congestion</b></p> <p>Reduce the number of drivers coming to campus and reduce the impact on local infrastructure</p>	<ul style="list-style-type: none"> <li>Reduce staff single occupancy car use to 35% by 2021</li> <li>Increase level of staff car sharing from 8% by 2021</li> <li>Reduce number of students driving to campus from 9% to 6% by 2021</li> </ul>		
	<ul style="list-style-type: none"> <li>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</li> </ul>	Ongoing	Recent car park management improvements and improved access system has benefitted other users and security in the day to day management
	<ul style="list-style-type: none"> <li>Encourage car sharing – consider allowing new staff members to apply for a car sharers parking permit; monitor use of car share parking</li> </ul>	Ongoing	Need to explore more ways to encourage car sharing. The Liftshare scheme was not being used.
	<ul style="list-style-type: none"> <li>Promote home working and flexible working to all staff</li> </ul>	Oct 2016	More work to do on this as software and remote working activities become more widely available
	<ul style="list-style-type: none"> <li>Work with AV to encourage use of video conferencing facilities</li> </ul>	Oct 2016	More work to do on this as software and remote working activities become more widely available

	<ul style="list-style-type: none"><li>▪ Reduce the number of visitors driving to campus – seek support from Senior Manager/Executive Briefing Group</li></ul>	Summer 2016	



## HOW WILL WE MONITOR OUR PROGRESS?

### *Monitoring and data collection*

Spotlight	How will we monitor and measure progress?
<p>① <b>Carbon Emissions &amp; Air Pollution</b></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"> <li>■ Annual Scope 3 carbon dioxide emission calculations based on DEFRA guidance</li> <li>■ Regular staff and student travel surveys to monitor journeys, measure carbon emissions and invite feedback</li> <li>■ Monitoring electric vehicle charging point activity</li> <li>■ University fleet data and fuel consumption information</li> </ul>
<p>② <b>Road Safety</b></p> <p>Continue to improve accessibility, road safety and personal security</p>	<ul style="list-style-type: none"> <li>■ Regular staff and student travel surveys to monitor journeys, measure carbon emissions and invite feedback</li> <li>■ Engagement numbers for cycle and motorcycle training</li> <li>■ Work with London Borough of Barnet on local infrastructure projects and planned improvements</li> </ul>
<p>③ <b>Health and Physical Activity</b></p> <p>Increase sustainable travel options including walking and cycling for staff and students</p>	<ul style="list-style-type: none"> <li>■ Regular staff and student travel surveys to monitor journeys, measure carbon emissions and invite feedback</li> <li>■ Monitor cycle parking usage</li> <li>■ Monitor Cyclescheme participation with staff</li> </ul>
<p>④ <b>Promote Sustainable Travel</b></p>	<ul style="list-style-type: none"> <li>■ Regular staff and student travel surveys to monitor journeys, measure carbon emissions and invite feedback</li> <li>■ Monitor attendance at events</li> <li>■ Monitor access to web pages and social media</li> <li>■ Invite feedback throughout the year from staff and students</li> <li>■ Employ student intern to carry the message to the student body</li> </ul>
<p>⑤ <b>Congestion</b></p> <p>Reduce the number of drivers coming to campus and reduce the impact on local infrastructure</p>	<ul style="list-style-type: none"> <li>■ Regular staff and student travel surveys to monitor journeys, measure carbon emissions and invite feedback</li> <li>■ Monitor numbers of parking permits being issued and closely manage the car park activity – parking enforcement</li> <li>■ Numbers of car sharers</li> </ul>

Progress of the Travel Plan will be monitored and reported on through the Environment Management Team and Estate & Facilities Management Team Meetings. Regular updates will be provided to the Environmental Steering Group.

A revised Travel Plan will follow in September 2021 in accordance with our agreement with London Borough of Barnet.



This review was undertaken in June 2020, during the COVID-19 crisis. Middlesex University, following Government Guidelines, is not open for business as usual. The current situation means that we are having to temporarily suspend our Travel Plan and the related objectives. It is not yet appropriate to encourage activities such as car sharing and using public transport. We will, however, continue to support staff and students who choose to walk or cycle to the campus. We have temporarily lifted parking restrictions to enable free access for staff and students to the car park, this procedure will be subject to change and will be reviewed at the beginning of the academic year 2020-21.

We plan to undertake a travel survey in November 2020 which will result in up to date, qualitative and quantitative data to identify trends in travel and drive new actions to continue to encourage sustainable travel.

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