LEEDS BECKETT UNIVERSITY

TRANSPORT STRATEGY

2016-2021

Contents

1. Introduction

Our University is one of the largest employers and educational institutions in the region, with over 3,200 members of staff and over 25,000 students, we make a significant contribution to the social, economic and cultural achievements of our region and beyond. We recognise that our University is a major generator of travel and therefore have a responsibility to limit any negative impacts of these trips including congestion, pollution, carbon emissions and health and wellbeing.

We want to facilitate more sustainable travel both to the University and journeys on University business, whilst upholding the themes and values of the University's Strategic Planning framework.

Since the adoption of the previous Transport Strategy our University has continued to develop and adapt to changes in the sector, and the strategy emerges at the beginning of a new period of development for the University. The newly adopted Strategic Planning framework and Estate Strategy set out how the University's estate will help to drive academic achievement, deliver worldclass learning environments and enhance the student experience.

Scope of the Document

This Transport Strategy presents key information about how our staff and students currently travel to the University and a commentary on these findings; it provides an overview of how travel behaviour has changed from previous strategy periods and how this performance compares with our targets; establishes a new set of objectives and targets for the new strategy period and establishes an implementation plan for how these targets will be achieved.

It will be used to support the University's Strategic Plan and Estate Strategy by ensuring that as the University develops, its travel demands are achieved in a sustainable way, according to our vision. It will form the main travel plan document for any new developments requiring planning permission, and will be appended with site-specific information where required in agreement with Leeds City Council.

Vision

We would like all journeys to, from and around our University made by our students, staff and visitors to be:

- Smart
- Accessible
- Affordable
- Healthy
- Reliable
- Informed
- Safe

Key Successes

The 2012-2015 strategy oversaw significant increases in walking and cycling, facilitated by the TravelActive project which ran from 2008-2015. Now that the project has concluded, the services and facilities it established have been integrated into the day-to-day operation of the University through the work of the Sustainability team. As a result, our University now benefits from a mature and dedicated in-house programme for facilitating active travel. This includes a dedicated Cycling Support Officer, a fleet of cycles for staff and student use, our own maintenance workshop as well as the continued use of the Bike Hub on the University of Leeds' campus.

In addition to these, the University has established and continues to develop a comprehensive suite of tools and incentives to promote and enable sustainable travel for our staff and students. For staff, these include a 12 per cent discount on MCards for rail and bus travel within West Yorkshire; the use of pool bikes and and a staff shuttle bus for inter-site journeys; rail and bus discounts and salary sacrifice benefits and tax incentive initiatives such as the Cycle to Work scheme. For students, we have our flagship bike hire scheme, providing affordable bikes throughout the year; discounted bus fares in conjunction with major bus operators and subsidised cycle equipment including locks and lights.

Links and Partnerships

This strategy supports other key documents within our University and relies on close links with partner organisations, these include:

- Leeds City Council (including the Travelwise team)
- West Yorkshire Combined Authority (including Metro, West Yorkshire Travel Plan Network, and City Connect)
- University of Leeds
- Leeds Trinity University
- Student accommodation operators
- Taxi operators (Amber)
- Leeds Cycling Campaign

2. Our Travel Behaviour

Our Transport Strategy for 2002-2012 created a robust framework for reducing single occupancy car use and increased the use of sustainable forms of transport and active travel, supporting a step change in the travel behaviour of both staff and students. The strategy for 2012-2015 oversaw further improvements, and as a result the 2018 staff and student travel survey sustained the use of public transport, walking and cycling.

Staff and Student Travel Survey 2018

The travel survey was carried out between 5th-23rd March 2018 using both online and paper surveys for staff and students. One of the most significant features of the survey is identifying how our staff and students travel to the University. The modal split for staff and students' main mode of travel at both campuses, as well as a summary of the key findings, are outlined below.

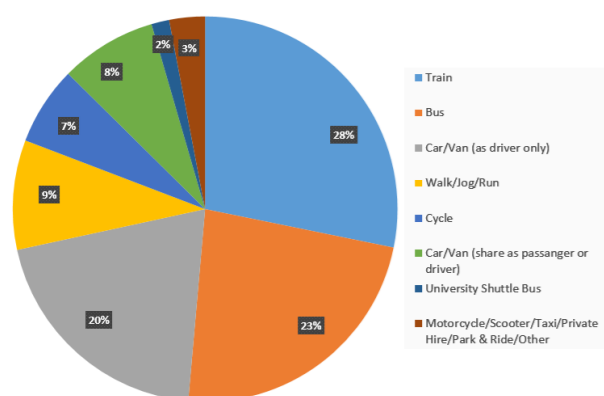**Chart 1 -** Staff Main Mode of Travel - City Campus

Train 28%
Bus 23%
Car/Van (as driver only) 20%
Walk/Jog/Run 9%
Cycle 7%
Car/Van (share as passenger or driver) 8%
University Shuttle Bus 2%
Motorcycle/Scooter/Taxi/Private Hire/Park & Ride/Other 3%

Chart 2 - Staff Main Mode of Travel - Headingley Campus

Car/Van (as driver only) 58%
Walk 16%
Bus 7%
Train 5%
Cycle 5%
Car/Van (share as passenger or driver) 7%
University Shuttle Bus 1%
Motorcycle/Scooter/Taxi/Private Hire/Other 1%
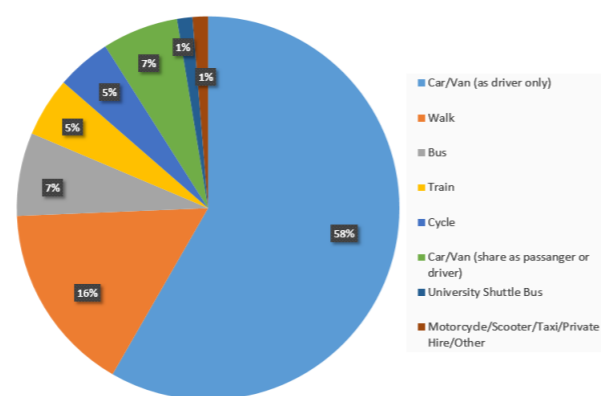
Chart 3 - Student Main Mode of Travel - City Campus

Walk 49%
Bus 20%
Train 16%
Car/Van (as driver only) 9%
Cycle 2%
Car/Van (share as passenger or driver) 2%
Motorcycle/Scooter/Taxi/Private Hire/App based share service/Park & Ride 2%
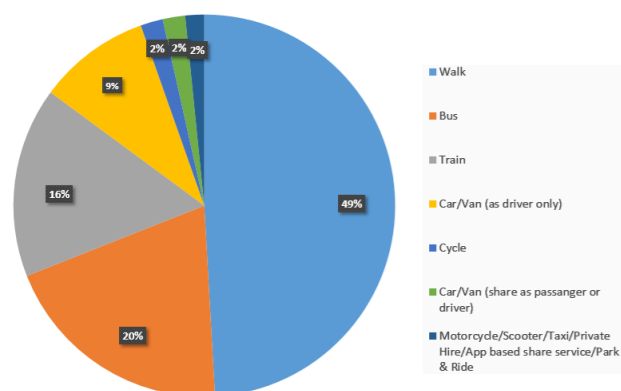
Chart 4 - Student Main Mode of Travel - Headingley Campus

Walk 45%
Bus 24%
Car/Van (as driver only) 16%
Train 6%
Cycle 3%
Car/Van (share as passenger or driver) 4%
Motorcycle/Scooter/Taxi/Private Hire/Other 2%
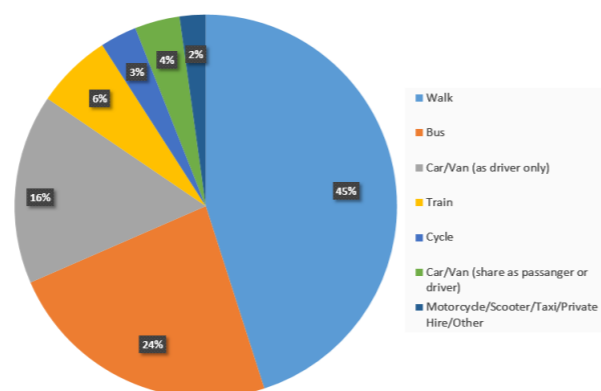
Staff

The staff survey shows that there is a disparity between travel choices at the City and Headingley campuses.

At the City Campus more than half of staff use public transport to travel to work with 28.2% of staff using the train and 23.2% using the bus to travel to work. 20.2% of staff travel by car on their own with only 8% sharing a car. 15% of staff use active travel modes, either cycling or walking to work.

At the Headingley Campus a much larger proportion of staff drive to work alone with 58.2% commuting to work that way. More staff use active travel modes at Headingley than City Campus with 16.1% of staff walking to work and 4.6% of staff cycling to work. A smaller proportion of staff use public transport to travel to the Headingley Campus this might be due to less services being available compared to those in the city centre.

When comparing the overall trends in staff mode share for the university with the last travel survey in 2015, there have been few changes in the results with only a very small increase in public transport use (1.3%) with single occupancy car use reducing by 1%.

When looking at the sites separately there have been notable changes at the City Campus with car use reducing by 7% and public transport as a result increasing by 7%. At the Headingley Campus there has been very little change overall with car use, although that has been partly because numbers of staff car sharing has decreased as well as single occupancy car use increasing. Walking has increased by 2% since 2015.

Students

The results of the student survey demonstrate that active modes, walking and cycling, are by far the most popular way to travel to the University, and that this is the case at both campuses.

At the City campus 49% of students walk to University with a further 36% using public transport. Only 9.5% of students use their car alone at the City campus. At our Headingley campus 45% of students walk to University, 30% use public transport and 16% drive as a single occupant.

When comparing the overall trends in student mode share for the university with the last travel survey in 2015, the biggest increase has been in public transport use, which has increased by 2.7%. When looking at the sites separately there has been little change at the City campus, public transport use, specifically bus use has increased by 1.4% and cycling has decreased by 1.8%. The more significant changes have been at the Headingley campus where walking has decreased by 7.9% and public transport use and car use has increased in its place.

47% of students walk to the University

36% increase in the number of students using public transport to travel to the University since 2003

28% of staff travel to City campus by train

20 per cent of staff at City and 58 per cent of staff at Headingley drive to University alone
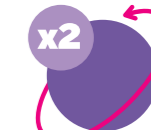
Over 600 cycle parking spaces across the University

We have a fleet of 120 bicycles for staff and students

179 staff members use discounted bus and rail passes and 44 purchased a bike through the cycle to work scheme in the last year.

The inter-site shuttle bus is carrying on average 1,000 passengers per week between campuses

3. Changes in behaviour 2003 - 2018

Staff

The headline figure for the 2018 survey is encouraging, overall single occupancy car use has reduced by 1% but some of the individual changes for modes have been disappointing with little change in numbers of staff cycling and a continued decrease in the number of staff car sharing.

The table below demonstrates the proportion of staff travelling to the University by different modes for each travel survey since 2003. It identifies that whilst there have been fluctuations in single occupancy vehicle use over the 15-year period, this has increased significantly since the record low in 2009, and the figure for 2018 is a 7 per cent increase on the 2013 baseline.

The number of staff walking has remained static and the number of staff using public transport has decreased slightly since 2013.

Table 1: Staff Mode of Travel (%)

	2003 %	2004 %	2005 %	2006 %	2009 %	2011 %	2013 %	2015 %	2018 %
Walk	7	10	9	8	13.8	11.4	13.6	12	13
Cycle	4	4	4	8	6.6	7.1	9.1	5.3	5.6
Public transport	33	29	37	33	37.4	35.1	35.6	31.7	33
Car as lone driver	41	31	31	39	27.4	34.8	31	39	38
Car share	14	14	11	11	11.8	9.4	9	8.4	7

These figures can be broken down further to reveal the differences between travel patterns at both the City and Headingley campuses. Table 2 below represents the modal split for staff at each campus, comparing the figures from the 2015 and 2018 to identify how travel to the University has changed since the last survey.

We can see from this that there has been a growth in single occupancy vehicle use at Headingley and a significant decrease at City Campus, which has seen a decrease of 7 per cent. Levels of cycling have remained the same at both sites and public transport use has increased by 7 per cent at City Campus and decreased by 4% at Headingley Campus. Walking however has seen a modest increase of 2 per cent at Headingley and car sharing remains stable at 8 per cent of journeys at City Campus but has reduced by 4 per cent at Headingley.

The increase of single occupancy vehicle use at the Headingley campus from 54 per cent in 2015 to 58 per cent in 2018 corresponds to similar reductions in some sustainable modes of travel. Car sharing and public transport use have both dropped by 4 per cent each.

When the 2018 figures are compared to the 2021 targets (see Table 5) we are still on track with achieving our targets for single occupancy vehicle trips at City Campus and for encouraging greater uptake of active travel modes across both sites. We are currently not on track to achieve the single occupancy vehicle trip target for Headingley Campus and car sharing targets at both campuses so more work needs to be done in these areas.

Table 2: Staff Mode of Travel at Each Campus (%)

	City Campus		Headingley campus	
	2015	2018	2015	2018
Walk	9	9	14	16
Cycle	6	7	5	5
Public Transport	44	51	16	12
Car on own	27	20	54	58
Car share	8	8	10	6

Students

The student survey results below tells a similar story. Walking, car sharing and cycling have seen decreases since the 2013 baseline. Single occupancy vehicle use remains low at just 12 per cent, with fewer students driving to University than when the University started undertaking travel surveys in 2003.

One of the most significant findings is that the number of students using public transport to travel to University has continued to increase from an already high level of 28 per cent in 2013 to 34 per cent in 2018.

Table 3: Student Mode of Travel (%)

	2003 %	2006 %	2009 %	2011 %	2013 %	2015 %	2018 %
Walk	41	23	45	47	48.1	48.9	47
Cycle	4	1	3	3.9	5	3.9	2.4
Public transport	25	21	33	32.7	28.7	31.3	34
Car on own	41	30	12	9.8	11.7	11	12.2
Car share	14	25	5	3.7	3.8	2.9	2.6

When comparing student travel patterns between the two campuses, we can see that there are some significant changes between the 2015 and 2018 surveys.

There has been very little change in the single occupancy vehicle use at City Campus and a slight increase of 2 per cent at Headingley.

The number of students using public transport has increased significantly by 7 per cent at Headingley Campus but less so at the City Campus with only an increase of 2 per cent. Walking has remained static at City Campus but has decreased by 5 per cent at the Headingley Campus. Cycling has decreased slightly at both sites with a decrease of 2 per cent at City Campus and 3 per cent at the Headingley Campus. Car sharing has also decreased slightly at both sites.

When comparing the 2018 survey results with the 2021 targets we are on track with achieving the walking target at City Campus. We are currently not on track to achieve the target to maintain the number of students walking at Headingley Campus or to increase the number cycling at both sites.

Table 4: Student Mode of Travel at Each Campus (%)

	City Campus		Headingley campus	
	2015	2018	2015	2018
Walk	49	49	50	45
Cycle	4	2	6	3
Public transport	34	36	23	30
Car on own	10	9.5	14	16
Car share	3	1.9	5	3.8

4. Progress Towards Our 2016 – 2021 Targets

The success of the 2012-2015 Strategy is evident in the results of the 2013 travel survey, which saw major improvements in reducing single occupancy vehicle use and significant increases in walking and cycling amongst staff. As a result the 2013 results are being used as a baseline for our targets, with the aim of bringing levels of single occupancy vehicle use back down to 2013 levels, and to increase walking, cycling and public transport use back up to 2013 levels.

The 2018 survey however revealed that staff single occupancy vehicle use had a slight decrease of 1 per cent since 2015 but is still higher than the 2013 baseline of 31 per cent. There has been very little change in the numbers walking to work. Whilst numbers of staff cycling and car sharing have decreased since 2013.

Single occupancy vehicle use among staff remains a significant issue for the University at the Headingley Campuses increasing by 11 per cent between 2013 and 2018. Reducing it will therefore be a priority for this strategy. Car sharing, which has suffered a steady decline since 2009, will be a key focus as a way to reduce the number of staff travelling to work in their car on their own.

The previous strategy oversaw a period of growth in active travel for both staff and students, through consistent improvements to the walking and cycling offer, including enhanced facilities, marketing and promotion, student bike hire and staff initiatives and the ongoing work of staff and students at the BikeFix and Bike Hub maintenance workshops. However, the 2018 results show that active travel to the University has plateaued, and even started to decrease in some cases. Targets have therefore been set to increase them, though it is recognised that without meaningful infrastructure changes to the city's road design, to further facilitate safe walking and cycling, this will always be limited.

As stipulated in the 2012-2015 strategy, a baseline dataset has now been established to measure the modal split of travel on University business using survey data. Targets have been set to reduce the proportion of travel between the City and Headingley campuses by car to encourage more sustainable forms of transport. The following Key performance Indicators (KPIs) have been established and will form the basis of our target and performance monitoring over the new Strategy period.

Table 5: Our Targets 2016-2021

	KPI No	Key Performance Indicators		2013 Survey Baseline	2015 Survey Results	Intermediate Targets 2017	2018 Survey results	Intermediate Targets 2019	On track?	2021 Target
Single Occupancy Car Drivers	KPI 1	Reduce the proportion of staff travelling to work at City Campus by single occupancy vehicle;		15%	27%	24%	20%	21%	Yes	17%
	KPI 2	Reduce the proportion of staff travelling to work at Headingley Campus by single occupancy vehicle;		47%	54%	51%	58%	48%	No	44%
Car Sharing	KPI 3	Increase the proportion of staff travelling to work by car sharing at City Campus		8%	8%	11%	8%	13%	No	14%
		Increase the proportion of staff travelling to work by car sharing at Headingley Campus		11%	10%	12%	6%	14%	No	15%
Active Travel	KPI 4	Increase the proportion of staff travelling to work by active modes at City Campus:	Walking / running	10%	11%	11%	9%	12%	Yes	13%
			Cycling	12%	6%	6%	6%	7%	Yes	8%
	KPI 5	Increase the proportion of staff travelling to work by active modes at Headingley Campus:	Walking / running	17%	13%	14%	16%	15%	Yes	16%
			Cycling	7%	5%	6%	5%	7%	Yes	8%
Active Travel	KPI 6	Maintain the proportion of students walking to University at both campuses:	City	47%	49%	49%	49%	49%	Yes	49%
			Headingley	50%	53%	53%	45%	53%	No	53%
	KPI 7	Increase the proportion of students cycling to University at both Campuses:		9%	5%	6%	2%	7%	No	8%
Staff Inter-site Travel	KPI 8	Reduce proportion of inter-site journeys made by car		25%	35%	30%	24%	25%	Yes	20%

5. Implementation Plan 2016/2017

	Actions 2016-17	Target Date	Achieved?	Comments
Walking	Continue to provide walking maps with route information from key public transport nodes and halls of residence to campus, including distances.	Sep-17		Produced a cycle and walking map for 2017/18. Annually review and update the map
	Work with the wider Estates teams to implement a public realm strategy for the Headingley Campus.	Review July 2017		Not achieved. To be included in the University Master Plan which will be finalised in March 2019
	Work with the wider Estates teams and LCC to ensure pedestrian-friendly environments are an integral part of all new buildings within the Estate.	Review July 2017		Not achieved. To be included in the University Master Plan which will be finalised in March 2019
	Work with other University services to support an annual walking and active lifestyle challenge.	May-17		Achieved
Cycling	Maintain the existing fleet of University cycles, monitoring usage and demand, and increase the number of cycles where required.	Review March 2017		Achieved, will continue on an ongoing basis
	Continue to run the maintenance workshops at BikeFix and the Bike Hub in partnership with University of Leeds. Develop BikeFix as a community hub, holding events throughout the year.	Review August 2017		Achieved, will continue on an ongoing basis. Headingley cycle group will start using BikeFix a meeting place in 2018.
	Provide cycle maintenance courses for staff and students throughout the year.	Feb-17		Achieved, will continue on an ongoing basis
	Provide access to skills and confidence training and advice for staff and students.	Mar-17		Achieved. Will look to provide more on-site training in 2018.
	Continue to deliver Dr Bike maintenance sessions, and expand this to include indoor events during winter months.	Extended December 2016-March 2017		Achieved, will continue on an ongoing basis
	Monitor use of existing cycle parking facilities and increase number of spaces where required.	Review April 2017		Achieved
	Build a new secure cycle cage at the Rose Bowl to increase parking capacity and relieve pressure on existing facilities.	Jan-17		Achieved
	Conduct a feasibility study into the provision of secure cycle shelter at Queen Square Court.	Feb-17		Achieved, carried out feasibility study and discussing with colleagues in Estates
	Monitor the use of the existing pool bikes and work with other services and faculties to expand the pool bike fleet.	Jan-17		Achieved
	Work with WYCA and City Connect to ensure the University is well placed to maximise the benefit to its staff and students, of future cycling infrastructure and funding schemes.	Review July 2017		Achieved
	Work with the wider Estates teams to ensure cycling parking and facilities are included as part of the campus master plans and other campus developments.	Review July 2017		Achieved, cycle facilities have been included as part of the new CTAR and Creative Arts Building developments
Public Transport	Provision of University student transport accessing halls of residence and Headingley Campus, considering options for traditional bus operators, third party partnership or alternative transport providers i.e. enhanced taxi and demand-responsive services.	Sep-17		Achieved, student shuttle bus services from Kirkstall Brewery and Sugarwell Court residences have been introduced.
	Continue to provide public transport incentives and run targeted marketing and communications campaigns to increase staff and student awareness of existing travel discounts i.e. rail and bus season tickets, MCard discount and student bus tickets.	May-17		Achieved, will continue on an ongoing basis
	Establish an annual 'mode shift' campaign aimed at staff to encourage a shift from car to public transport and active travel, offering incentives such as MCards and use of University cycles.	Jun-17		Organised two travel options events during March 2018 aimed at providing sustainable travel information to staff and students. Will also promote National Walking Month, Bike Week and National Clean Air Day.
	Work with the Students' Union to ensure the best level of service for students, ensuring that halls of residence are well served by transport options.	Sep-17		Achieved, student shuttle bus services from Kirkstall Brewery and Sugarwell Court have been introduced.

	Actions 2016-17	Target Date	Achieved?	Comments
Driving	Review existing car sharing strategy & examine benefits of re-establishing Liftshare membership, including integration with parking permits and infrastructural support.	Jan-17		Not achieved
	Review parking permit application system, including integration of car share system. Investigate the possibility of including emissions-based points allocation and need to further restrict permit availability at Headingley campus.	Mar-17		Review undertaken and paper presented to University Executive Team who rejected any changes to the parking system.
	Feasibility study into the introduction of electric vehicle charging points in University car parks.	Jan-17		Achieved, charging point installed in Rose Bowl car park.
Business Travel	Feasibility study into the provision of a staff inter-site service, aligned with general staff/student public transport provision.	Sep-17		Achieved, inter-site staff shuttle bus introduced.
	Expand the number of services using pool metro cards for business travel using public transport.	Feb-17		Not achieved, with the introduction of the inter-site staff shuttle we will not be continuing with the scheme.
	Begin a dialogue with stakeholders to consider revising the use of visitor spaces by staff at Headingley Campus to encourage alternatives, such as public transport, walking and cycling.	Apr-17		Achieved, visitor parking at Headingley has been reduced.
	Begin a dialogue with stakeholders to consider revising the expense policy for inter-site car journeys, in order to encourage sustainable travel between campuses.	Apr-17		Achieved, expenses are no longer approved for inter-site journeys

6. Implementation Plan 2018/19

	Recommendations 2018/19	Target Date
Walking	Improve information on walking routes from student residences and promote the benefits of walking to students.	October 18
	Work with the wider Estates teams and LCC to ensure pedestrian-friendly environments are an integral part of all new buildings within the Estate.	March 19
	Continue to work with other University services to support an annual walking and active lifestyle challenge.	May 19
Cycling	Maintain the existing fleet of University cycles, monitoring usage and demand, and increase the number of cycles where required.	Review August 19
	Continue to run the maintenance workshops at BikeFix and the Bike Hub in partnership with University of Leeds. Develop BikeFix as a community hub, holding events throughout the year.	Review August 19
	Provide cycle maintenance courses for staff and students throughout the year.	June 19
	Provide access to skills and confidence training and advice for staff and students.	June 19
	Continue to deliver Dr Bike maintenance sessions.	June 19
	Monitor use of existing cycle parking facilities and increase number of spaces where required.	Review September 19
	Relaunch the try cycling scheme for staff and promote it as part of a package for new cyclists with training and maintenance support.	June 19
	Monitor the use of pool bikes and add an additional electric bike to the fleet at Headingley	June 19
	Work with WYCA and City Connect to ensure the University is well placed to maximise the benefit to its staff and students, of future cycling infrastructure and funding schemes.	October 19
	Work with the wider Estates teams to ensure cycle parking and facilities are included as part of the campus master plans and other campus developments.	March 19
Public Transport	Promote the public transport discounts offered to staff and students to increase uptake, particularly during inductions sessions, in new starter packs and during fresher's week.	September 19
	Continue to offer the student shuttle bus services from Kirkstall Brewery and Sugarwell Court.	September 19
Driving	Look to improve the offer for car sharing for staff and students. Investigate the feasibility of introducing preferential car sharing spaces or car sharing permits particularly at the Headingley campus.	July 19
	Review the minimum score for parking applications at Headingley to reflect the application process at City.	July 19
	Undertake a feasibility study into the roll out of electric vehicle charging points in University car parks including a WYCA/LCC funded rapid charger.	March 19
Business Travel	Review the allocation of multi-site parking permits to further encourage inter-site travel using the staff shuttle bus.	March 19
	Promote the use of Enterprise car club, hire vehicles or the departmental pool MCards for work journeys within or outside of West Yorkshire to reduce these car related journeys.	July 19
Other	Review the home working and flexible working policies to reduce the need to travel.	December 19
	Review potential for more online lectures and flexible study times for students.	December 19

7. Governance, Reporting and Financing

The Director of Estates will be responsible for the overall strategic direction of the Transport Strategy, agreeing the resources to be devoted to its implementation plan with members of the Senior Management Group, where support from other service areas is needed, reviewing progress against KPIs and reporting to the relevant group(s).

The Sustainability Manager will be responsible for developing and implementing the Transport Strategy with the Sustainabilityt Co-ordinator managing the day-to-day operation of the University's travel and transport offer, annual travel surveys and progress on the implementation plan. The Transport Co-ordinator will be assisted in this by the Cycling Support Officer and Sustainability Student Placement.

CARES will provide support with car parking permit applications as well as have operational responsibility for car park barriers and the issuing of Civil Parking Notices.

This strategy document will form the main travel plan document for any new developments requiring planning permission in this period with an additional appendix containing site-specific information being added as appropriate and in agreement with Leeds City Council. The implementation plan will be reviewed and updated at least annually by the Sustainability Co-ordinator and the Sustainability Manager and signed off by the Director of Estates. Reports on progress towards the KPIs and the implementation plan will be made to the Estate Services Leadership Team and the University's Senior Management Group as and when relevant.

The Transport Strategy and implementation plan will be supported by its own financial plan and the Sustainability team's marketing plan. The University's Marketing and Communications team will assist in communicating the commitments of the strategy to the wider University audience, and this will be supported by the Sustainability team's social media accounts.

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