

# University of Lincoln, Brayford Campus

TRAVEL PLAN

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University of Lincoln, Brayford Campus –  
Travel Plan

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Prepared by: Victoria Hammill

Approved by: Mark Duckworth

**Sinclair Knight Merz**

4<sup>th</sup> Floor - Metro  
33 Trafford Road  
Salford  
M5 3NN

Tel: +44 (0)161 873 8500  
Fax: +44 (0)161 873 7115  
Web: [www.skmcolinbuchanan.com](http://www.skmcolinbuchanan.com)

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<b>Project manager:</b>	Mark Duckworth
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## 1. Introduction

### 1.1 Background

1.1.1 This Travel Plan (TP) has been prepared by SKM Colin Buchanan (SKMCB), on behalf of The University of Lincoln (UoL) to support an outline planning application for the Brayford Campus Masterplan. The TP should be read in conjunction with the supporting Transport Assessment (TA) also prepared by SKMCB.

1.1.2 The main aim of this TP is to reduce the number of single occupancy car journeys to Brayford Campus (the Campus) whilst increasing the number of sustainable transport mode trips including 'active travel' (such as walking and cycling).

1.1.3 The UoL aims to become one of the top 50 universities in the United Kingdom. The University's strategic objectives are as follows:

- To be recognised for teaching and learning that is informed by research and that is relevant to practice as well as for students and peers.
- To produce independent enquiring graduates, who enjoy learning, are enterprising, employable, and able to make a positive contribution to society.
- To attract, develop and retain the best staff.
- To maintain financial stability and sustainability.
- To engage with and contribute to the development of our partners and communities, locally and further field.
- To enhance the reputation and external profile of the University.

1.1.4 As part of the Masterplan redevelopment, the UoL is expanding its Science, Technology, Engineering and Mathematics (STEM) portfolio with the development of a strategic engineering partnership with Siemens and the construction of a School of Engineering on the Campus. The Masterplan involves the re-landscaping of the Campus, introducing a number of new academic buildings and buildings of other uses such as offices and a hotel. The Masterplan aims to create a welcoming environment for staff, students and visitors that pass through the site, making the Campus an integral part of the City Centre. The first phase of the Masterplan comprises the development of a new Art, Architecture and Design building. This proposal was the subject of a full planning application (No 2011/1361/F) registered with Lincoln City Council in January 2011 and was subsequently granted permission in March 2012.

1.1.5 The role of the TP is to ensure that the Campus is accessible to staff, students and visitors and that the redevelopment and its consequences will not hinder but actually help improve accessibility through the site and Lincoln itself.

1.1.6 This report has been prepared with reference to a series of documents containing the local and national transport guidelines and policies.

- 1.1.7 A Travel Plan Coordinator (TPC) will be appointed by UoL and will be responsible for making all existing and future staff and students aware of the TP and their travel options. The TPC will be responsible for monitoring the TP and keeping the TP up to date.
- 1.1.8 The TP is intended to provide a guideline for actions at the UoL over the next 5 years. The list of actions may need to be adjusted during the course of the TP; the TP must be able to react and adapt to any changes that may occur over the next 5 years. This TP provides a direction for supporting sustainable travel, with target and guidance on how best to reach targets.
- 1.2 **Overview**
- 1.2.1 The Campus is the UoL's main campus, located in Lincoln City Centre. Figures 1 and 2 shows the location of the Campus, outlined in red, in relation to the surrounding highway network and areas.



Figure 1: Location of Brayford Campus

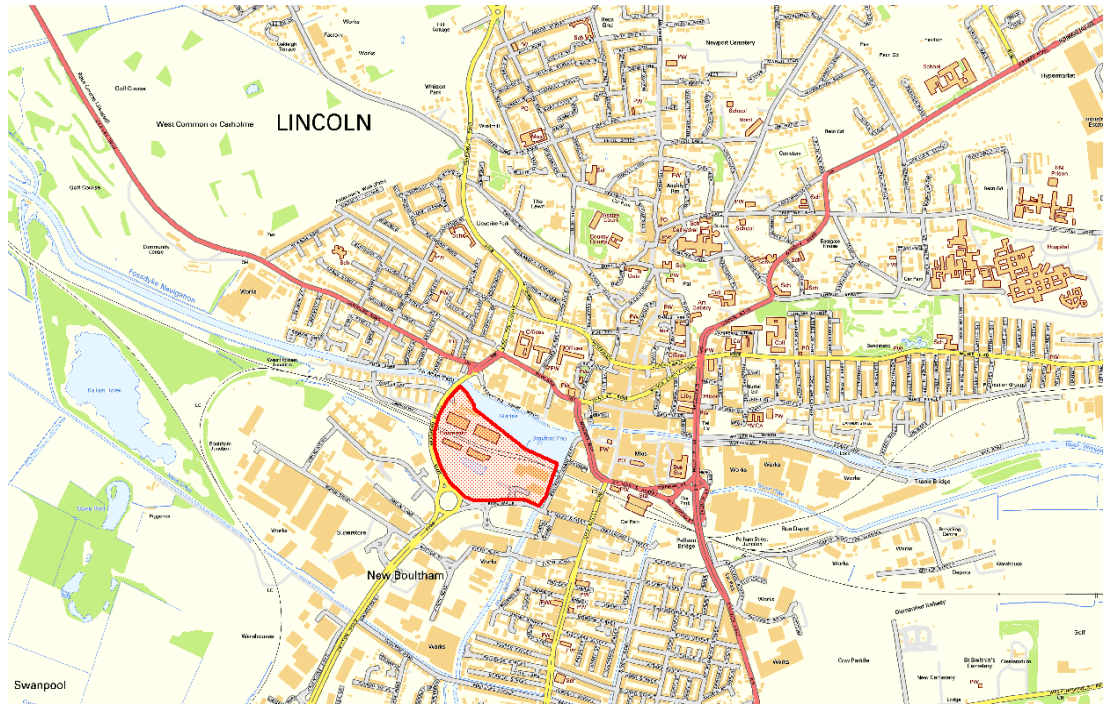
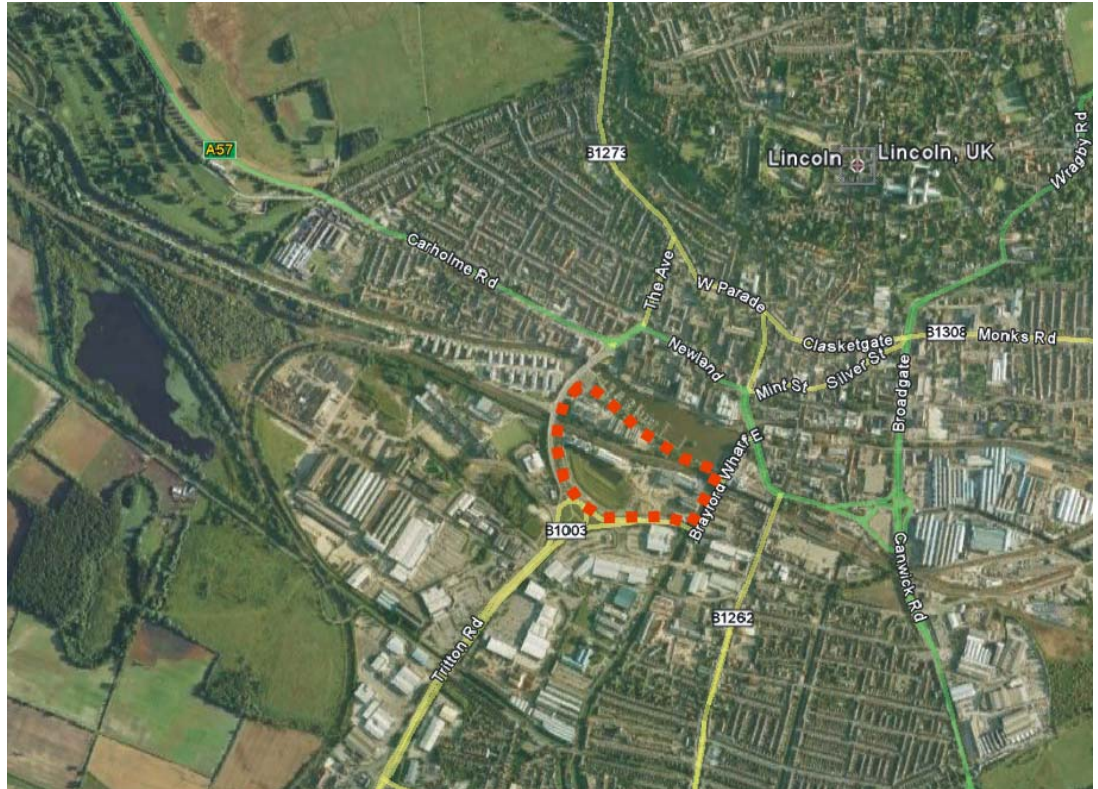


Figure 2: Brayford Campus – Aerial View



## 2. Development Proposals

### 2.1 Masterplan

2.1.1 The Masterplan involves the redevelopment of the Campus to provide for the expansion of the Science, Technology, Engineering and Mathematics (STEM) portfolio and the development of a school of Engineering in partnership with Siemens. The Masterplan involves the re-landscaping of the Campus, introducing a number of new academic buildings, halls of residence and some commercial uses including offices and a hotel. The Masterplan aims to create a welcoming environment for staff, students and visitors that pass through the site, making Campus an integral part of the City Centre.

2.1.2 It is anticipated that the proposals will be phased over a nine year period between 2012 and 2021 and the proposed quantum and mix of development is summarised in Table 1 below. As stated, Phase 1 of the Masterplan was the subject of a full planning application (No 2011/1361/F) in January 2012 and was subsequently granted permission in March 2012. However, at this stage, it is not possible to provide precise details of the likely phasing for the remainder of the Masterplan proposals given the uncertainty of delivery.

Table 1: Development proposals and anticipated phasing

Land use	Phase 1 2012 - 2013	Masterplan 2014 – 2021	Total
Student Residential (C2)		35,138sqm	35,138sqm
Academic Building (D1)	3,949sqm (4,500sqm)	33,962sqm	37,911sqm
University Office / Administration (D1)		2,957sqm	2,957sqm
Commercial Office (B1)		5,000sqm	5,000sqm
Shops (A1) University related retail		2,290sqm	2,290sqm
Restaurant & Cafes (A3)		1,708sqm	1,708sqm
Hotel (C1)		7,000sqm	7,000sqm
Car Parking		15,127sqm	15,127sqm
			<b>Total</b> 107,131sqm

2.1.3 The Masterplan proposals are illustrated in Appendix A.

2.1.4 Currently there are approximately 1,117 staff and 10,664 students registered at the Campus. As the Masterplan is developed, there will be a consequential increase in staff and student numbers. Table 2 shows the how staff and student numbers are expected to increase as a result of the Phase 1 proposals and how the numbers could potentially increase further over the Masterplan period.

Table.2: Staff and Student Increases over Masterplan Period

Phase	Approximate increase in staff no.s	Approximate increase in student no.s	Predicted date
1	114	1,072	2012/13
2	139	1,324	2014/15
3	85	820	2016/17
4	100	970	2018/19
5	140	400	2020/21
Total increase in staff/students	478	4,586	

2.1.5 Once the Masterplan is fully implemented and all proposed buildings occupied, it is estimated that both staff and student numbers will have increased by approximately 43% when compared to today's figures.

### 3. Staff and Student Travel Surveys

#### 3.1 Introduction

3.1.1 SKMCB undertook a study in order to understand the travel characteristics of staff and students and published the results in a report in July 2011. Two surveys were designed; one for staff and the other for students. Staff and students at all UoL campuses were given the survey, the responses by Brayford staff and students are used in this TP. The surveys were distributed to staff and students electronically and students were also asked in person at the Campus in order to obtain a higher volume of results.

3.1.2 The survey was also designed to reveal any barriers that are perceived in terms of using sustainable transport.

#### 3.2 Travel Survey Results

3.2.1 In total, 177 Brayford staff and 104 students responded to the survey. Tables 3 and 4 below show the percentage split by mode of travel for staff and students at the Campus. A pie chart below each table illustrates the mode split.

**Table.3: Brayford Staff Transport Mode Split**

Transport Mode	Number of Staff	Percentage Split
Car (lone driver)	91	<b>51.4%</b>
Car (with passenger/s)	22	12.4%
Car passenger	7	4.0%
Walk	22	12.4%
Cycle	20	11.3%
Bus	5	2.8%
Train	9	5.1%
Motorbike	1	0.6%
Total	177	100.0%

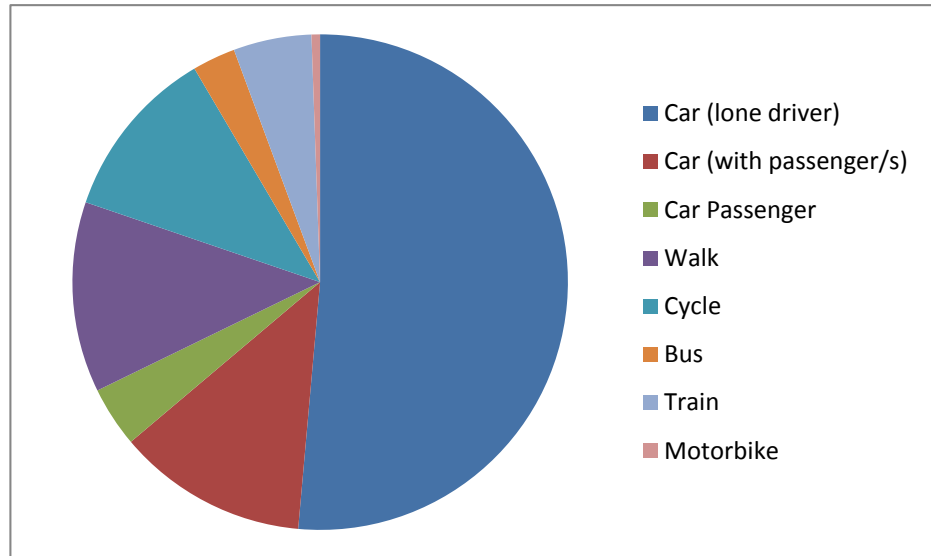
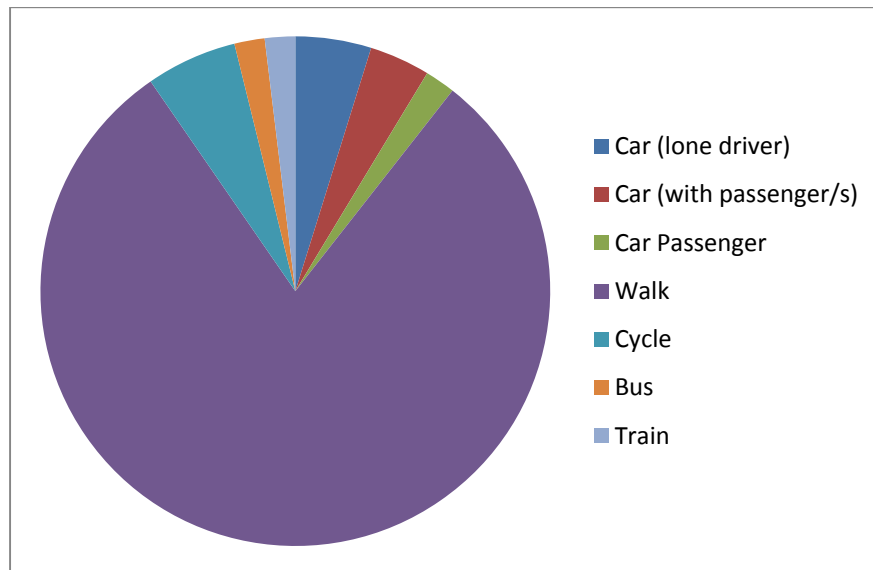


Table 4: Brayford Student Transport Mode Split

Transport Mode	Number of Students	Percentage Split
Car (lone driver)	5	<b>4.8%</b>
Car (with passenger/s)	4	3.9%
Car passenger	2	1.9%
Walk	83	79.8%
Cycle	6	5.8%
Bus	2	1.9%
Train	2	1.9%
<b>Total</b>	<b>104</b>	<b>100.0%</b>



### 3.3 Previous Staff Survey

3.3.1 Morgan Tucker Consulting Engineers (Morgan Tucker) also undertook a staff travel survey in July 2010. It included staff from all campuses, although the vast majority of responses (80%) were from Brayford Campus staff. The results in this previous survey are extremely similar to those obtained by the SKM CB survey (see Table 3). The following list shows mode split obtained from the previous survey:

- Car driver: 50%;
- Car driver with passengers: 16%;
- Car passenger: 5%;
- Walk: 14%
- Cycle: 8%;
- Bus: 3%;
- Train: 4%;

3.3.2 This similar comparison confirms that the SKM CB survey results are likely to be robust.

### 3.4 Staff and Student Travel Characteristics

3.4.1 The proportion of staff that are lone drivers is 51.4% and the proportion of students that are lone drivers is 4.8%. Compared with other universities, these figures are low, for example SKM CB established 63.6% of staff and 42.4% of students at the Didsbury campus of Manchester Metropolitan University (MMU) as lone drivers (taken from TA, dated April 2008

3.4.2 A high proportion of Brayford staff commute to the campus on foot (12.4%) and by bicycle (11.3%).

- 3.4.3 A very high proportion of Brayford students travel sustainably; 79.8% walk and 5.8% cycle. The University Halls are well within walking distance; this factor alongside an additional cost factor, is likely to be the main cause of such high sustainable mode usage. In addition, students are not permitted to park in the Campus car parks during the peak hours, although, they can apply for a permit to park in the car parks (free of charge) during off peak periods. The issue of car parking is discussed further later in the TP.

## 4. Policy

### 4.1 Introduction

4.1.1 This TP has been produced in line with national and local policy guidance. A summary of relevant transport planning policy framing the Campus Masterplan and this TP is presented below.

### 4.2 National Planning Policy Framework: NPPF

4.2.1 The National Planning Policy Framework: NPPF, published in March 2012, sets out national planning policies in England. It supersedes and replaces almost all previous national planning policy statements (PPS) and planning policy guidance notes (PPG), e.g. PPG 13: Transport.

4.2.2 The purpose of NPPF is to achieve sustainable development, with a presumption that it should be allowed to proceed without delay if it meets the criteria under the roles of delivering economic, social and environmental objectives. In addition, NPPF states that development proposals according with an up to date should also be approved.

4.2.3 At its core, NPPF requires the planning system to:

**“..actively manage patterns of growth to make fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable..”**

4.2.4 When considering edge of centre and our of centre development proposals, the policy framework requires preference to be afforded to accessible sites that are well connected to the town centre.

4.2.5 With regard to sustainable transport, NPPF promotes transport modes balanced in favour of sustainable methods of transport with the aim of reducing the need to travel and promoting mode choice. It does, however, recognise that differing applications of both transport policies and sustainable travel measures will be applicable on a case by case basis reflecting individual development characteristics.

4.2.6 Developments generating a ‘significant’ number of movements should be supported by a Transport Assessment (TA) or Transport Statement (TS) and decisions should take account of:

- (i) the opportunities for the use of sustainable travel modes and reduction therefore for the need for significant infrastructure requirements;
- (ii) accessibility and safe access provided for all users; and
- (iii) improvements within the transport network that can be delivered cost effectively to mitigate the significant impacts arising from the development.

4.2.7 NPPF further states that developments should be located and designed to protect and promote the use of sustainable transport modes to:



- “accommodate the efficient delivery of goods and supplies;
- give priority to pedestrian and cycle movements, and have access to high quality public transport;
- create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians.....;
- consider the needs of people with disabilities by all modes of transport.”

4.2.8 The Campus is ideally located to take advantage of the use of sustainable transport modes and the Masterplan aims to create a safe and secure environment that minimises conflicts between traffic and cyclists or pedestrians. The outline planning application is also supported by a full Transport Assessment in addition to this TP.

#### 4.3 [A Sustainable Future for Cycling \(DfT, Jan 2008\)](#)

4.3.1 This report describes findings of research into cycling behaviour. The report explains '23% of car trips are less than 2 miles, a distance that is easily cycled in less than 15 minutes'. As is shown later in the TP, there are many services, shops and residences within cycling distance of the site. This TP also describes methods to increase the number of staff and students cycling to the Campus.

#### 4.4 [Good Practice Guidelines – Delivering Travel Plans through the Planning Process \(DfT, April 2009\)](#)

4.4.1 This document emphasises the importance and need for travel plans to ensure that sustainable transport is utilised as much as possible, especially for new developments. This TP establishes a variety of methods and initiatives which promote sustainable transport.

#### 4.5 [City of Lincoln Local Plan](#)

4.5.1 This document was adopted in 1998 and certain policies kept/abolished on 27 September 2007. The following policies are relevant:

4.5.2 Policy 8B: Parking and Servicing Provision in Central Lincoln states that:

**“Within the Central Lincoln Parking Zone, planning permission will only be granted for developments involving the provision of public or non-operational car parking spaces if such provision is entirely consistent with this Plan’s objectives for Access, Transport and Communications, and will not harm the character, appearance or amenity of the locality. Where developments do not meet those requirements, but they would otherwise generate a requirement for non-operational car parking spaces (if the site were located outside the Central Lincoln Parking Zone), planning permission will only be granted if the Local Planning Authority is satisfied that equivalent alternative provision is to be made for parking or**

**other access infrastructure of a type and in a location which does meet the objectives for Access, Transport and Communications.”**

4.5.3 The Local Plan further states that:

**“Developers will normally be expected to make provision on site for operational servicing and parking space, unless the location or characteristics of a particular development site make such on-site provision undesirable because of the effect it would have on road safety, the safety and amenity of the pedestrian environment, townscape or other aspects of local amenity or because the proposal would be incompatible with this Plan’s objectives for Access, Transport and Communications. In cases where such considerations make on-site provision unacceptable, planning permission will not be granted unless the Local Planning Authority is satisfied that:**

- **the particular development does not require additional operational servicing and parking provision; or,**
- **existing off-site provision is adequate; or,**
- **alternative off-site provision is to be made in a form which meets the requirements set out above.”**

4.5.4 The Campus is located within the Central Lincoln Parking Zone and therefore future parking provision will have regard to the above policy.

4.5.5 Policy 89A: Education Development Districts states that:

**“Within the areas shown on the Proposals Map as Education Development Districts, planning permission will be granted for new development and changes of use which:**

- **provide higher and further education facilities;**
- **complement the activities of the higher or further education institution;**
- **provide for improvement to the local environment, including through pedestrian/cyclist access, circulation and safety; access to or by public transport; landscaping; or other proposal which will assist the integration of the higher education institutions into the rest of the City and with each other;**
- **is consistent with the objectives, policies and proposals of any Revival Scheme for the area in which it is to take place.”**

4.5.6 As the Campus lies within this area, the Masterplan proposal should be looked on favourably.

4.6 [Lincolnshire County Council Local Transport Plan 3 \(2011/12 – 2012/13\)](#)

4.6.1 This document was approved in March 2011 and describes the following visions and objectives:

- **“to assist the sustainable economic growth of Lincolnshire, and the East Midlands region, through improvements to the transport network;**
- **to increase public transport usage by improving:**
- **the quality of vehicles and infrastructure**
- **the reliability, frequency and journey time of services; and**
- **bus/rail integration;**
- **to improve access to key services by widening travel choices, especially for those without access to a car;**
- **to make travel for all modes safer and, in particular, reduce the number and severity of road casualties;**
- **to remove unnecessary HGVs from affected communities through:**
- **appropriate traffic management measures**
- **highway improvements; and**
- **encouraging the use of alternative modes of transport;**
- **to maintain the transport system to standards which allow safe and efficient movement of people and goods;**
- **to protect and enhance the built and natural environment of the county by reducing the adverse impacts of traffic;**
- **to improve the quality of public spaces for residents, workers and visitors by creating a safe, attractive and accessible environment;**
- **to enhance air quality, particularly within declared Air Quality Management Areas.”**

4.6.2 The UoL’s vision to strive to be as sustainable as possible helps to achieve the County’s goals as described above.

## 5. Brayford Campus Sustainable Transport Options

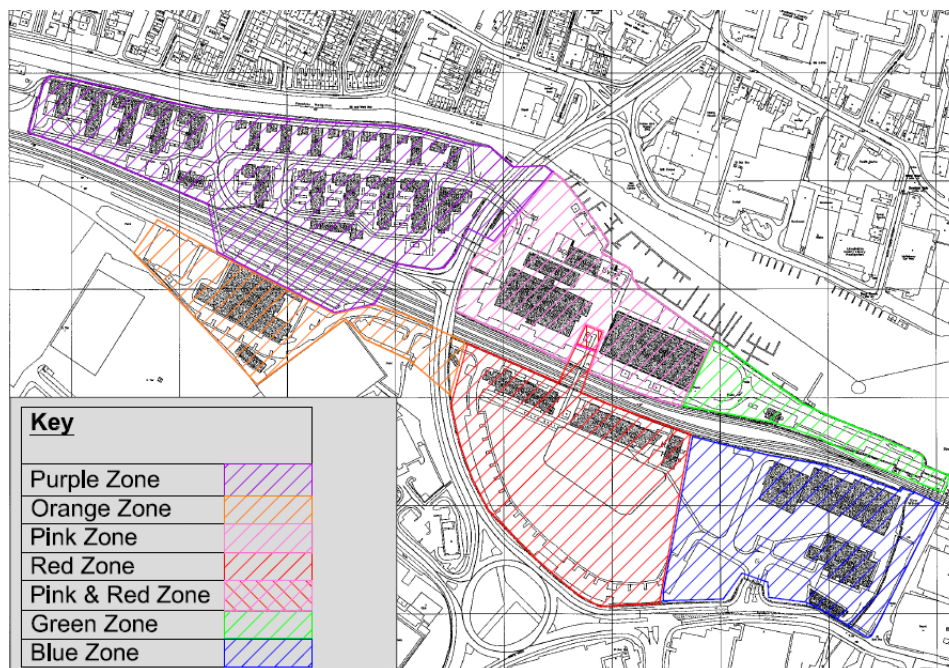
### 5.1 Introduction

5.1.1 This section describes the sustainable transport options for those travelling to the Campus. It also describes the conditions around and within the Campus for walking and cycling. In order to confirm the key access points which link the Campus to the adjacent City Centre, and the main routes pedestrians and cyclists take throughout the Campus, reference is made to a Pedestrian and Cycle Accessibility Assessment undertaken by Morgan Tucker in February 2010. As part of that work, classified pedestrian and cyclist surveys were undertaken on Tuesday 23<sup>rd</sup> and Thursday 25<sup>th</sup> February 2010. A summary of the key findings from the Accessibility Assessment is included below along with a description of the sustainable transport options.

### 5.2 Key Findings from the Accessibility Assessment

5.2.1 For the purposes of discussing pedestrian and cyclist environment and the observed movements, the Campus was split into zones as shown in Figure 3 below:

Figure 3: Zone map



5.2.2 The green zone comprises land to the east of the main administrative building (MAB) where pedestrians and cyclists enter and exit via Brayford Wharf East adjacent to the railway line. The pedestrian environment within the zone is of a good standard (well paved and lit) with good linkages to the City Centre. The space immediately east of the MAB includes an area for cycle storage. A total of 605 pedestrians entered and exited this zone between 1200 and 1400 hours and 450 pedestrians exited during the period 1200 to 1300 hours. This corresponds with students going to the City Centre at lunchtime. Significant numbers of pedestrians also entered between 0900 to 1000 hours and exited between 1600 and 1700 hours. Overall, only 2% of inbound and outbound movements were cyclists.

- 5.2.3 The blue zone covers the area of the Campus which includes the Engine Shed, the LPAC, the Library and Sparkhouse Studios. It is accessed by pedestrians and cyclists from Brayford Wharf East via a wide footbridge, which is a major access point to the Campus. Approximately 800 inbound movements were recorded in the busiest times (1200 to 1400 hours). The maximum number of cyclists entering and exiting at the footbridge location within a single hour was 7 and 9 (respectively). This is very low considering the many cycle stands and lockers in this area which seem to be underused. The footbridge links to the new pedestrian crossing on Brayford Wharf East; the route people take to access the City Centre.
- 5.2.4 The red zone covers the area of the Campus to the west of Harrison House including the main car parking area up until the stairs to the west of the Science Centre which links the Campus with Brayford Way. It is accessed by pedestrians and cyclists using a footway which runs alongside the northern boundary of the pond, which is one of the busiest pedestrian routes. It provides access to the School of Architecture, Science Centre and also to the Sports Centre and halls of residence. The footway runs alongside the School of Architecture. Cycle storage is provided to the west of the footbridge over the railway line, adjacent to the Science Centre and this is underutilised. The number of pedestrians exiting MAB and entering and exiting the footbridge peaked between 1300 and 1400 hours (with 240 entering and 225 exiting). There is evidence of an informal footway (students walking over grass) between main Campus car park and the School of Architecture. These findings should influence the Masterplan to ensure that pedestrian and cycleways are clearly defined and paved.
- 5.2.5 The orange zone is an area which flanks the railway line to the north and Brayford Way to the east. Pedestrian access from Brayford Way is provided by steps located to the west of the Science Centre. These steps are well lit with tactile paving at the top and bottom. There is a footway which provides a link under the Brayford Way fly-over towards the Sports Centre and halls of residence. This footway is narrow but in good condition. Cycle parking is provided on the footway outside the Sports Centre, although it is uncovered. This zone experiences its highest movements between 1200 and 1400 hours and 1500 and 1700 hours. The maximum two way flow of pedestrians and cyclist of the survey day was 240 and this was recorded for the period 1600 to 1700 hours. Between 0800 and 0900 hours, approximately 15 cyclists entered the campus at this location.
- 5.2.6 The purple zone covers the Student Village, the Estates Department and Bridge House. There are steps, in good condition, which link with Brayford Way adjacent to Bridge House and there are clearly defined pedestrian routes that are vehicular traffic free. This area is overlooked by accommodation blocks and therefore has a feeling of safety. The footway around the Estates Department is well lit, well paved and of a good standard with dropped kerbs. The peak times for pedestrians entering and exiting this zone are between 0900 and 1000 hours and 1700 to 1800 hours, respectively. The purple zone is the most convenient route to a large number of private homes rented by students.
- 5.2.7 The pink zone covers the area including the main administration building, EMMTEC, MHT and the PCT/Student Services building. It is linked to the southern part of the Campus via a footbridge over the railway line while there is a through route underneath the Brayford Way flyover that links the rear of Bridge House with the Student Village. There are also steps of an

adequate condition linking the Campus to Brayford Way. There is abundant cycle parking in the area between the MAB and Student Services. All cycle parking is uncovered apart from the area of parking underneath an oversail of the MHT building.

- 5.2.8 The entrance to the footbridge is located between the MHT and main administration building and can be accessed by steps or a lift. Site observations confirm that the footbridge can get congested and pedestrians are sometimes required to queue at the foot of the steps on route to the footbridge. The highest number of pedestrians entering and exiting this zone was between 1200 to 1300 hours.

### 5.3 Walking to the Brayford Campus

- 5.3.1 The National Travel Survey (1998) states that walking makes up 29% of all journeys made in a year nationally. Although PPG13: Transport has now been superseded it is still a useful reference for defining acceptable walking distances. It states that walking is the most important mode of travel at the local level and offers the greatest potential to replace short car trips, particularly under 2km.

- 5.3.2 The Department of Transport National Statistics, Personal Travel Fact Sheet No.4 – January 2003 – called “Walking in Great Britain” explains that 77% of walking trips were under a mile (1.6km) and only 8% were 2 miles or more in length.

- 5.3.3 SKMCB’s Staff and Student Travel Survey (described earlier in Chapter 3) established that 79.8% of students and 12.4% of staff walk to the Campus. Many students live within walking distance of the Campus and as it is free, the majority choose to walk.

- 5.3.4 There are good pedestrian links within the Campus and more are planned as part of the Masterplan, in particular the provision of a new pedestrian footbridge spanning the railway line which can be used when the level crossing on Brayford Wharf East is in operation. There are many routes to the Campus which are pleasant for pedestrians to take. There are some areas that the carriageway is wide such as the Ropewalk/Brayford Way/Tritton Road roundabout. Even though the roundabout is very large, pedestrians are well provided for with crossings and tactile paving across the junction.

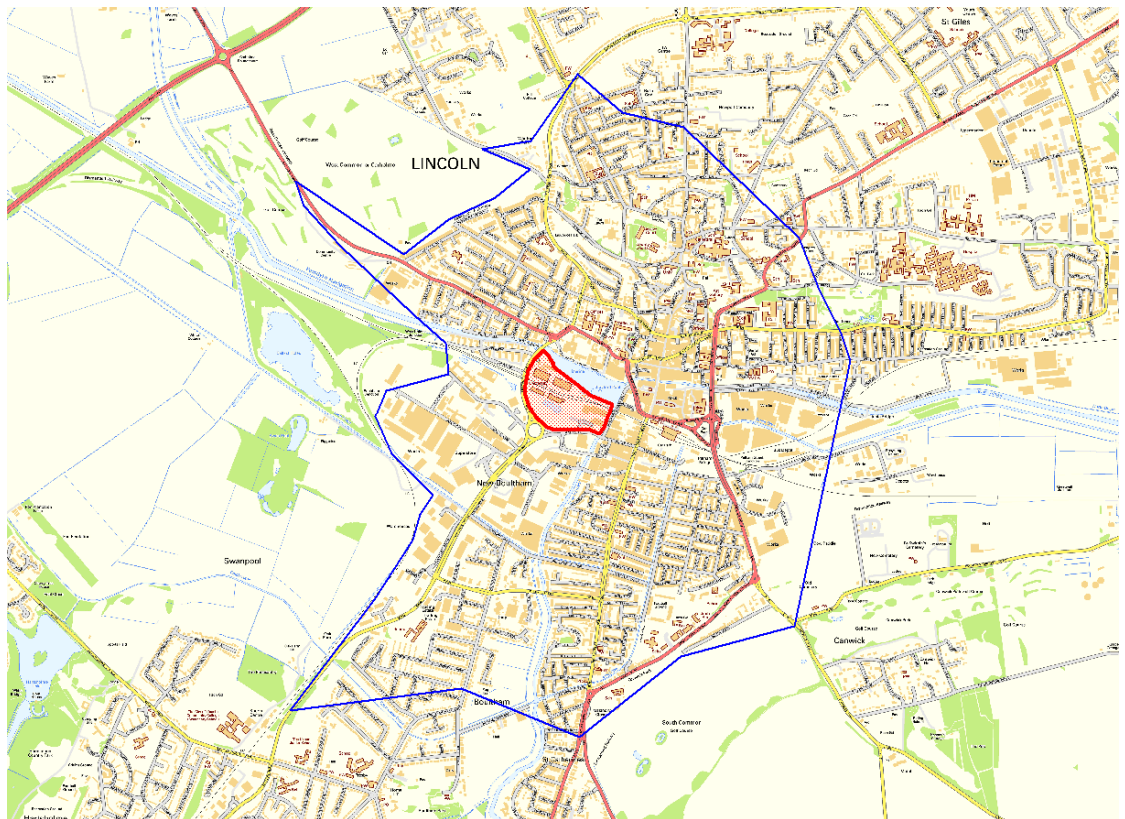
- 5.3.5 There is a steep gradient from the direction of Lincoln Cathedral (to the northeast) may deter pedestrians from walking to Campus. The following comments were received from staff and students when asked if there was anything the University could do to improve their journey, with regards to walking:

*“If I had an office or a locker I could walk to work. Now I can't as I have too much to carry.”*

*“Better gritting of pathways and steps during the Winter.”*

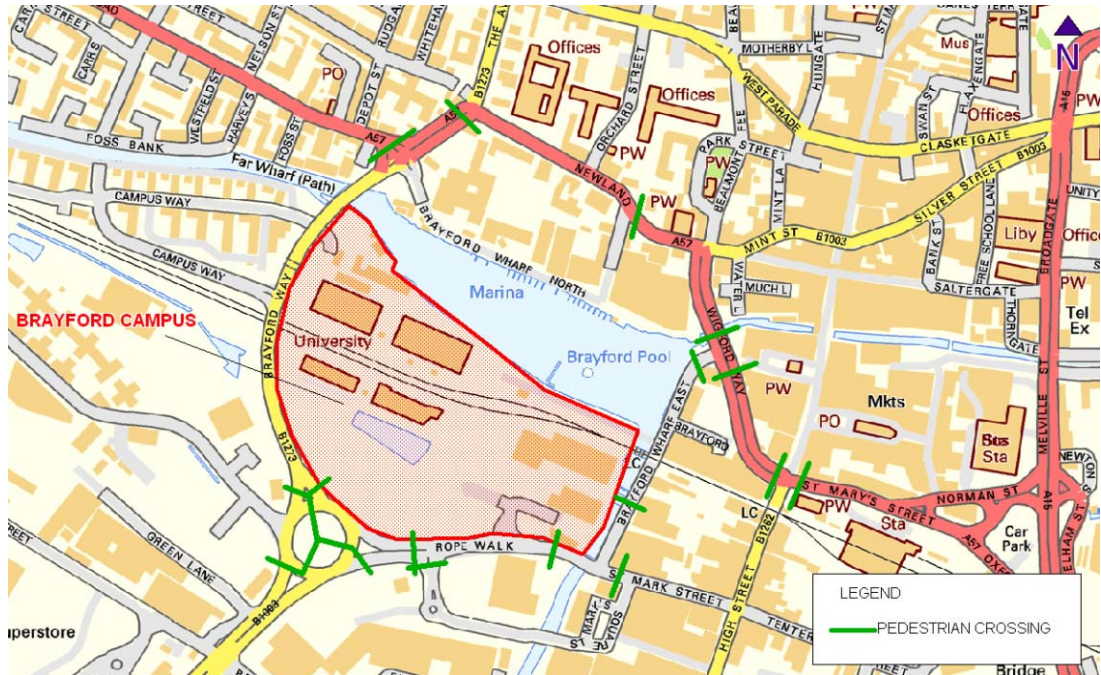
- 5.3.6 Figure 4 shows a 2km walking catchment (blue outline) around the Campus (red outline). The entire City Centre lies within this walking distance. The student Halls of Residences are also within this catchment and so many students walk to Campus.

Figure 4: 2km Walking Catchment around Brayford Campus



- 5.3.7 There are many pedestrian crossings aiding pedestrians on the surrounding highway network and Figure 5 shows their respective locations. The crossing over Newland is utilised by a large number of students accessing the Campus from their homes to the north. The most recently installed pedestrian crossing on Brayford Wharf East was introduced to cater mainly for the students and staff moving between the Campus and the City Centre. This crossing links the pedestrian bridge over The River Witham to the opposite side of Brayford Wharf East.

Figure 5: Pedestrian Crossings around Brayford Campus

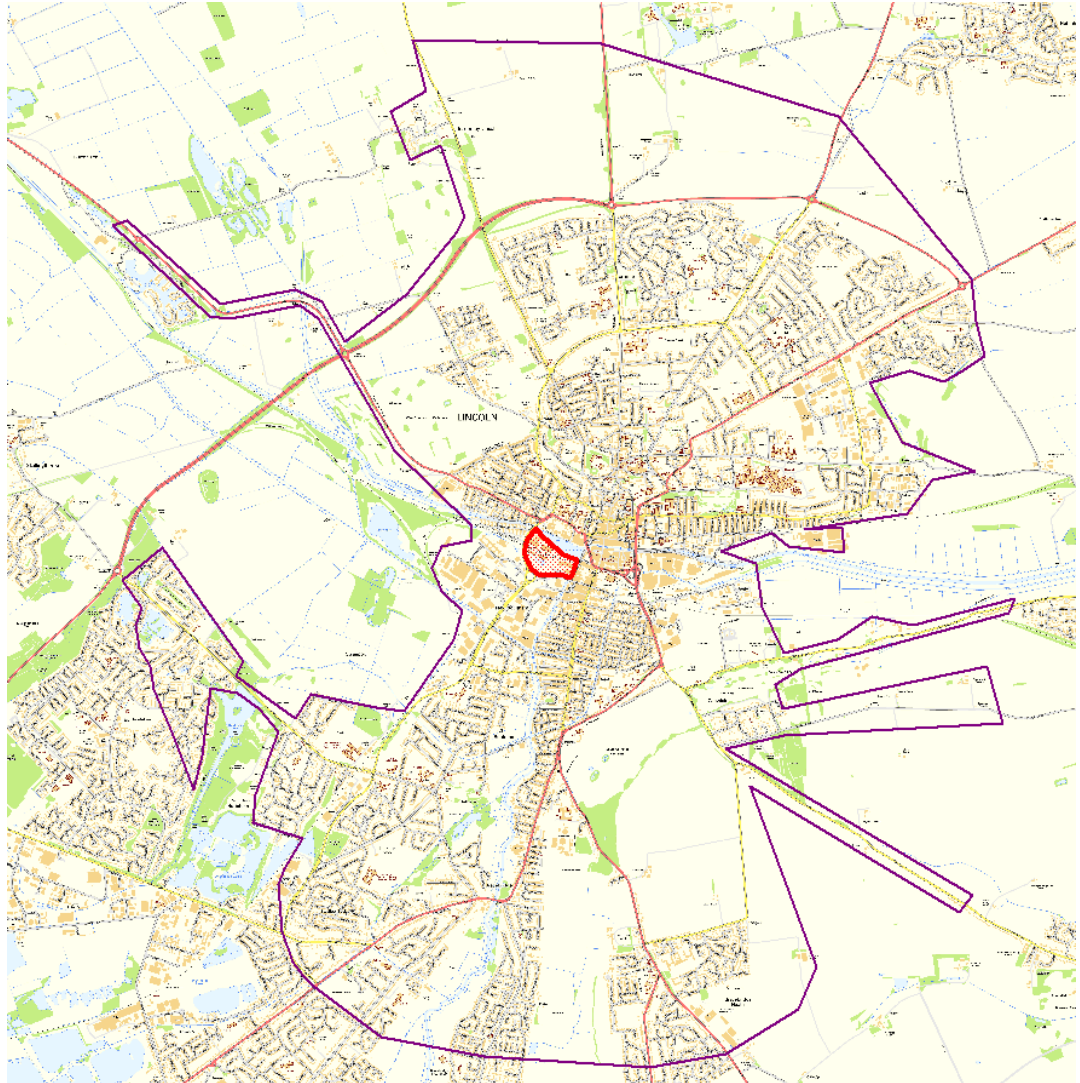


#### 5.4 Cycling to the Brayford Campus

- 5.4.1 The DfT recommends a reasonable cycling distance from home to work, shops and educational establishments as 5km. Figure 6 below shows a 5km cycling catchment around the Campus.



Figure 6: 5km Cycling Catchment around Brayford Campus



- 5.4.2 Most of the City is within cycling distance and since it is an inexpensive mode of transport, it is a valuable method of travel for students.
- 5.4.3 The steep gradient to the northeast may be an issue for unconfident cyclists along with busy surrounding roads and junctions. The following comments were received from staff and students when asked if there was anything the University could do to improve their journey with regards to cycling:

*“Better bike facilities such as lockable bike sheds. Also better shower facilities on Campus so I can bike in more.”*

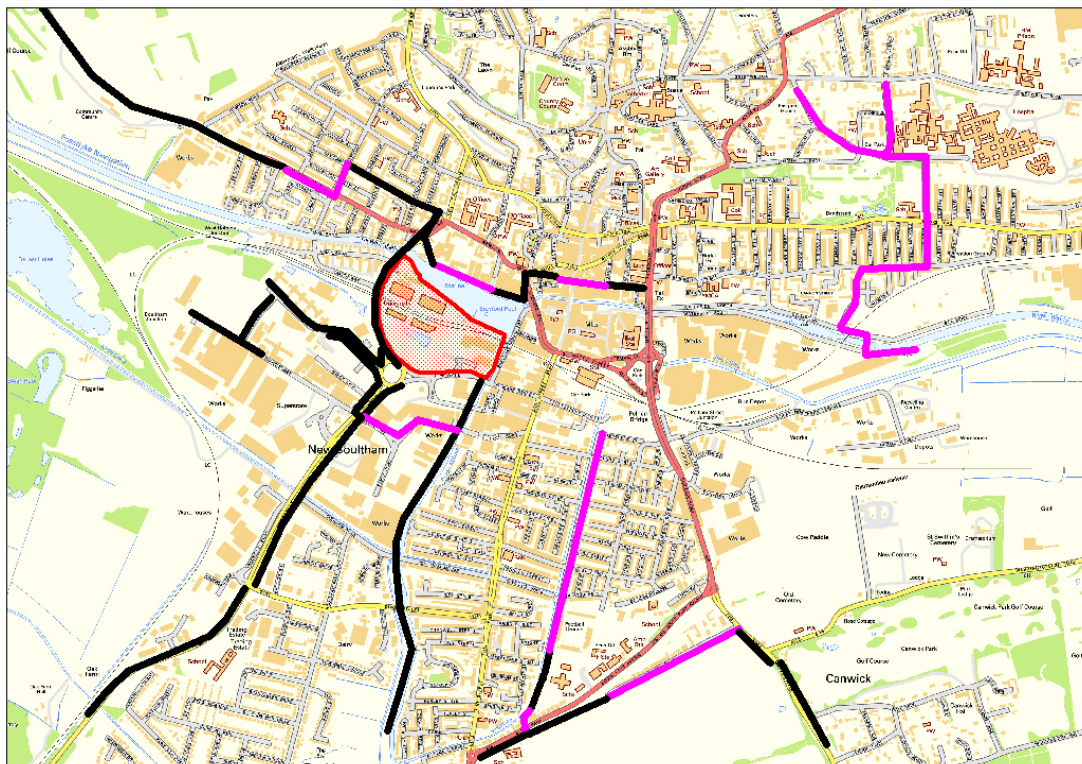
*“Provide secure bike storage to prevent theft.”*

*“Secure cycle cabinets big enough to take a bike with a child seat.”*

*“Provide facilities in which to freshen up after cycling into work.”*

- 5.4.4 A lot of reasons not to cycle are perceived barriers. Showering and changing facilities are available to use in the Sports Centre and much of the cycle storage is underutilised. Better education through marketing would break these perceived barriers.
- 5.4.5 Figure 7 below shows the cycle routes in the vicinity of the Campus (Outlines and shaded in red). The black lines indicate traffic-free routes and the magenta lines indicate on-road routes. It can be seen from Figure 7 that there cycle routes to / from and around the Campus, however some still involve tackling major junctions i.e. although the cycle path over the Tritton Road roundabout is traffic-free, the size of the junction and the vehicles on the road may be daunting for some cyclists.
- 5.4.6 There are gaps in the cycle route network mainly to the north of the Campus on main roads such as on Lindum Road and Yarborough Road. There is an off-road cycle route that runs from the village of Skellingthorpe to the east of Lincoln which leads to Lincoln along the scenic route of the Fossdyke Canal. The cycle network connects well with the student residential area to the north west of the Campus.

Figure 7: Cycle Routes surrounding Brayford Campus



5.4.7 At present there are 172 cycle parking stands located around the academic buildings of the Campus. Of these, 7 are lockers, 38 are covered stands and 127 are open Sheffield stands. There are also 277 covered cycle stands at the student accommodation on Campus.

5.4.8 The Masterplan will ensure the provision of additional cycle parking and signage for cyclists.

## 5.5 Bus Travel

5.5.1 The DfT recommend a reasonable walking distance to a bus stop as 400m. The Campus is served directly by four bus services which stop along Rope Walk and Brayford Way. Table 5 shows these four services:

Table.5: Bus services operating along Rope Walk and Brayford Way (directly adjacent to Brayford Campus)

Bus Service	Journey	Frequency (mon-sat)	Frequency (sun)
29	Lincoln – N.Hykeham	12 mins	30 mins
46	Lincoln – Witham St. Hughes – Newark	8 journeys daily	None
47	Lincoln - Newark	5 journeys daily	None
48	Lincoln – Witham St. Hughes	7 journeys daily	None

5.5.2 There are additional bus services that run along High Street, approximately 250m to the east of the eastern edge of the Campus, shown below in Table 6:

Table.6: Bus services operating along High Street

Bus Service	Journey	Frequency (mon-sat)	Frequency (sun)
1	Sutton on Sea – Mablethorpe – Manby – Louth	3/4 journeys daily	None
1	Sleaford – The Hales – Billingborough	3 journeys daily	None
13/14	Lincoln – Brant Road – Waddington	30 mins	60 mins
27	Lincoln – N.Hykeham	12 mins	30 mins
44/66A	Lincoln - Birchwood	4-8 journeys daily	None
66	Lincoln - Birchwood	10-15mins	30 mins

5.5.3 Appendix B contains maps of the bus services that operate throughout Lincoln. In addition to those services highlighted above, there are many other bus services that operate through the City Centre. It is likely that students would be willing to walk the approximate 500m between the Campus and the bus station on Mellville Street.

- 5.5.4 Although there are buses that operate within walking distance, it is sometimes a deterrent if people do not know the route from the bus stop to their destination. Education via marketing can resolve this issue.
- 5.5.5 In addition to these public bus services, there is also a regular, free bus service that runs from the Campus to the Riseholme Campus. A number of students that study at the Riseholme Campus live in Halls at Brayford and the free bus service is an effective, sustainable method of travel.
- 5.5.6 The level crossing used to cause delays to bus services, making staff/students late. Stagecoach has rerouted its services so as to avoid the level crossing. This 'perceived barrier' of the level crossing causing delays still exists, however, with education through marketing, more people can be encouraged to travel by bus.
- 5.5.7 Many staff live in areas not on bus routes. Also, although it was not revealed by the comments in the travel survey, generally speaking many people have an aversion to using public transport. Most students live within walking distance and already travel sustainably on foot or by bicycle (they live in close proximity to the Campus). Incentives (such as those mentioned in section xx) for staff may increase usage for those who live on bus routes.
- 5.5.8 Another main issue is that many staff must carry heavy or bulky items such as books and equipment necessary to carry out their work. It can be difficult or uncomfortable commuting in this way. Providing suitable storage at the Campus may aid with this.

## 5.6 Train Travel

- 5.6.1 Train is the best long distance alternative to driving as it is quick and relatively good value for money. There are regular services to/from conurbations such as Sheffield, Nottingham and Newark.

Table.7: Train Services to Lincoln

Train Service	No. services/hour	Approximate Journey Time (Mon-Sat)
Newark	2	30 mins
Nottingham	1	60 mins
Sheffield	1	100 mins
Peterborough	1	80 mins
Cleethorpes	(1 every 2 hours)	80 mins
Spalding	1	60 mins
Sleaford	2	30 mins

- 5.6.2 For those living in areas close to railway stations that provide access to services that serve Lincoln, Lincoln railway station is well situated close to the Campus. The DfT recommends a reasonable walking distance to a railway station as under 1km. Lincoln railway station is located just less than 400m walking distance from the eastern edge of the Campus.

## 6. Existing Conditions

### 6.1 Site Current Use

6.1.1 The Campus contains buildings used for educational purposes (lecture theatres and libraries) and other facilities for staff and students such as places to purchase refreshments and meeting points.

6.1.2 At present there are 26 main buildings belonging to the University within the Campus and those surrounding the Campus. There are also a number of seminar rooms, staff offices and support services.

### 6.2 Parking Policy

6.2.1 Lincolnshire County Council states that the maximum parking standards for higher and further educational facilities as:

- 1 space per 15 students, and;
- 1 space per 2 staff.

6.2.2 The University does not provide parking for students during peak periods. The Campus is centrally located within Lincoln so can be reached by many sustainable modes other than by car which is likely to be beneficial not only in reducing congestion but also cost savings for students.

### 6.3 Current Parking

6.3.1 The campus has nine area of on-site parking; five of which are accessed from Rope Walk and the rest from Campus Way. In total there are approximately 856 parking spaces on Campus; 513 accessible from Rope Walk and 343 accessible from Campus Way.

6.3.2 Students are not permitted to park at University car parks during peak periods. Only staff are permitted to park on-site during the daytime and must hold a permit. Staff must pay to park in the Campus car parks. The charge is graded by salary. Table 8 shows the charges:

Table.8: Staff Car Parking Charges

Band	Full Rate (Annual)	Full Rate (Monthly)	Half Rate (Annual)	Half Rate (Monthly)
Grade 2, 3 & 4	£48	£4	£24	£2
Grade 5, 6 & 7	£72	£6	£36	£3
Grade 8 & 9	£108	£9	£54	£4.50
Grade 10 & above	£144	£12	£72	£6

6.3.3 To obtain information on current usage of the Campus car parks, SKMCB undertook a parking survey on 29th November 2011. Although three of the car parks accessed from Rope Walk were at full capacity between the period 1200 to 1300 hours, whereas the remaining car parks were not fully utilised. Overall, during this period, usage of Campus parking did not exceed 74%. Over the rest of the working day, car park occupancy was around 60-70% of capacity.

This proves that although existing staff have the ability to park on-site, many choose not to and travel by alternative modes.

#### 6.4 Local Highway Network

6.4.1 The site has frontage to three roads namely, Brayford Wharf East to the east, Rope Walk to the south and Brayford Way to the west.

#### 6.5 Brayford Wharf East

6.5.1 Brayford Wharf East is a two lane single carriageway which runs in a north to south along the eastern boundary of the site; it runs between its signalised junction with Wigford Way in the north and its signalised junction with St Marks Street and Rope Walk to the south. It is subject to a 30 mile per hour (mph) speed limit and; outside the site is approximately 7.2m in width, there are also footways on both sides of the carriageway which vary in width but are generally greater than 1.8m wide. Brayford Warf East has street lighting along its entire length and adjacent to the site has No Waiting At Any Time (NWAAT) waiting restrictions on both sides of the carriageway; additionally it is bisected by a level crossing which is located just to the south of the closed vehicular bridge Campus access.

#### 6.6 Rope Walk

6.6.1 Rope Walk runs east to west along the southern boundary of the site between its signalised junction with Brayford Wharf East and its signalised roundabout junction with Brayford Way and Tritton Road to the west. Approximately mid way between these two junctions the main vehicular access to the Campus is taken from Rope Walk. It is subject to a 30 mile per hour (mph) speed limit and; outside the site access approximately 13m in width, there are also footways on both sides of the carriageway which vary in width but are generally greater than 2.0m wide, the footway on the northern side of the carriageway is a combined footway/cycleway. Rope Walk has street lighting along its entire length and adjacent to the site has NWAAT waiting restrictions on both sides of the carriageway.

#### 6.7 Brayford Way

6.7.1 Brayford Way runs north to south along the western boundary of the site between its signalised junction with Carholme Road and Brayford Wharf North to the north and its signalised roundabout junction with Rope Walk and Tritton Road to the south. Approximately mid way between these two junctions vehicular access to the Campus is available via Campus Way. Brayford Way is subject to a 30 mile per hour (mph) speed limit and; outside the site access is approximately 10m in width with two lanes running northbound and a single lane southbound, there are also combined footway/cycleways on both sides of the carriageway which vary in width but are generally greater than 3.5m wide. Brayford Way has street lighting along its entire length and adjacent to the site has NWAAT waiting restrictions on both sides of the carriageway.

## 7. Targets, Indicators and Actions

### 7.1 Introduction

7.1.1 This chapter describes the targets and performance indicators for the TP. The TP targets provide quantitative goals to assess whether the objectives of the plan have been met.

### 7.2 Aims and Objectives

7.2.1 The headline aim of the TP is to reduce the proportion of Single Occupancy Vehicle (SOV) trips to the Campus and to widen travel choices for staff and students.

7.2.2 The specific objectives of the TP set out the motivation and factors that would help achieve the overall aim for the University, and include:

- Prevent congestion on the local highway network and mitigate against overspill onto the surrounding roads;
- Improve the travel options for staff and students;
- Minimise incentives for staff and students to use private cars and maximize incentives to use sustainable alternatives;
- Promote and raise awareness of the benefits of healthier and more environmentally-friendly travel;
- Ensure all staff and students are aware of the TP and its purpose;
- Promote and raise awareness of the benefits of healthier and more carbon efficient travel to staff and students;
- Accommodate those journeys that are necessary by car (i.e. those with no alternative); and
- Help support objectives of the University and reducing the environmental impact by reducing CO2 emissions.

### 7.3 Reducing CO2 emissions

7.3.1 The UoL has a 'Carbon Management Plan' (February 2011) in place which aims to establish how the University can reduce carbon emissions through all aspects of the University's operations.

7.3.2 Specifically relating to travel, Section 6.4 states that Carbon emissions that result from travel for university activities can be split into three broad categories:

- Staff and student business travel;
- Staff and student commuting; and
- Student travel between home and the university

7.3.3 The report states:

**“In addition, the different modes of transport used (car, train, bus, aeroplane etc) are responsible for different levels of carbon emissions. Collecting data for all of these categories and modes of transport is therefore a complex process. At present the University does not collate data in a form that could be used to calculate these emissions. To enable these emissions to be reported in future, the university will review the current data available and develop a plan to address any data gaps. Progress will continue to be reported in all subsequent reviews of the Carbon Management Plan.”**

7.3.4 When this carbon report is updated, the results will feed into the TP and the monitoring and reporting processes of the TP are likely to be important in the future development of the carbon report.

#### 7.4 Targets

7.4.1 Targets are the measurable goals by which the progress of the TP would be assessed. Targets are essential for monitoring the progress and success of the TP, and should be ‘SMART’ – **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**imerelated.

7.4.2 Targets come in two forms. ‘Action’ type targets are non-quantifiable actions that need to be achieved by a certain time, while ‘Aim’ type targets are quantifiable and generally relate to the degree of modal shift the TP is seeking to achieve.

7.4.3 Action targets include actions such as employing a Travel Plan Coordinator (TPC), and launching the TP. Aim targets focus on the staff and students at the Campus.

7.4.4 The aim of the TP, as already mentioned, is to minimise the proportion of trips made to and from the site by SOVs while encouraging the use of sustainable travel modes. The TP targets should therefore aim to achieve a realistic and feasible reduction in car driver trips over the first 5 years from when the Campus is redeveloped. The targets should be reviewed one year after the first phase of the Campus redevelopment, three years after and five years after.

7.4.5 The Staff and Student Travel Surveys established where staff and students live and their chosen mode of transport used to get to the Campus. The results from these surveys have been used in this report to set targets in reducing SOV trips and increase sustainable transport use.

7.4.6 Table 9 shows baseline transport mode split and targets for Campus students and Table 10 shows baseline transport mode split and targets for Campus staff.



Table.9: Brayford Campus Student Baseline Transport Mode Split and Future Target Mode Split

Transport Mode	Baseline Percentage Split	1st Year Target	3rd Year Target	5th Year Target	Mode Shift
Car (lone driver)	4.8%	3.0%	1.5%	0.0%	- 4.8%
Car (with passenger/s)	3.9%	3.9%	3.9%	3.9%	-
Car Passenger	1.9%	1.9%	1.9%	1.9%	-
Walk	79.8%	80.8%	81.4%	82.1%	+2.3%
Cycle	5.8%	6.8%	7.8%	8.8%	+2.0%
Bus	1.9%	2.1%	2.3%	2.4%	+0.5%
Train	1.9%	1.9%	1.9%	1.9%	-
Total	100.0%	100.0%	100.0%	100.0%	N/A

Table.10: Brayford Campus Staff Baseline Transport Mode Split and Future Target Mode Split

Transport Mode	Baseline Percentage Split	1st Year Target	3rd Year Target	5th Year Target	Mode Shift
Car (lone driver)	51.4%	48.1%	44.7%	41.4%	- 10%
Car (with passenger/s)	12.4%	13.3%	14.2%	15.0%	+ 2.6%
Car Passenger	4.0%	4.0%	4.0%	4.0%	-
Walk	12.4%	13.2%	14.0%	15.0%	+ 2.6%
Cycle	11.3%	11.9%	12.5%	13.0%	+ 1.7%
Bus	2.8%	3.5%	4.3%	5.0%	+ 2.2%
Train	5.1%	5.4%	5.7%	6.0%	+ 0.9%
Motorbike	0.6%	0.6%	0.6%	0.6%	-
Total	100.0%	100.0%	100.0%	100.0%	N/A

- 7.4.7 The baseline data shows that a high proportion of students travel to the Campus using sustainable modes of transport (only 4.8% are lone drivers). Students are not permitted to park onsite during the day and therefore the students that currently drive in must park elsewhere. With education via marketing and incentives, all students could be persuaded to access the Campus using sustainable modes of travel.
- 7.4.8 A high proportion of Campus staff already travel to the campus sustainably (48.6%).
- 7.4.9 MapInfo was used to plot all staff registered at the Campus (there are 1117 home staff residences). Of these, 14.8% are within cycling distance and 18.3% are within walking distance (the figure for cycling distance does not include those within walking distance as it is more likely that people are to walk than cycle). The 5-year target of 15.0% and 13.0% for walking and cycling (respectively) are seen as 'SMART'.
- 7.4.10 A target of reduction in SOVs for students at 4.8% and 10.0% for staff has been established. A reasonably high proportion of staff travel sustainably, however as they are given the option to drive in and park, many are choosing to do this rather than use suitable modes available to them. The proportion of students driving alone is set to zero for the 5<sup>th</sup> year target. It is seen in the best interests of students, given accurate travel information that they travel to the Campus sustainably.

## 8. Targets, Indicators, Key Actions and Reasoning

### 8.1 Introduction

8.1.1 This chapter establishes how targets will be met (by what methods) and the reasons for introducing described methods.

### 8.2 Marketing and Travel Information: Target:

8.2.1 To ensure all staff, students and visitors are aware of their travel options.

### 8.3 Marketing and Travel Information: Indicators:

8.3.1 Staff and students become more aware of the benefits of sustainable travel which will be reflected in the results from the annual travel survey.

### 8.4 Marketing and Travel Information: Key Actions

8.4.1 Create a brand: A TP 'brand' should be created, including a TP logo specific to the UoL, which would allow all TP information to be produced in the same style and typesets. This would allow all TP information and materials to have the same identify and consequently staff and students would be able to associate and recognise all information which is related to the TP.

8.4.2 Create Marketing Packs: 'Your Journey to The University of Lincoln' packs (referred to as 'Your Journey pack' for the rest of the document) would be distributed to all staff and students by the TPC in order to introduce the TP and its associated sustainable travel initiatives for the University.

8.4.3 The welcome packs would include the following:

- Location map of the relevant campuses highlighting the travel related facilities (on and off site) such as bus stops and cycle stands;
- Site specific public transport information including up to date local service timetables;
- Links to relevant local websites with travel information such as public transport operator information and cycling organisations;
- A local walking and cycling map;
- Information about the UoL TP and its key objectives; and
- Information on specific incentives.

8.4.4 These packs would be distributed electronically to staff and students. When students enrol on their courses they are given a University email account, the 'Your Journey' pack will be sent to this address each year they study at the University. Staff also have University email accounts and the information will be sent to their addresses once a year.

- 8.4.5 A feedback survey could also be enclosed which would assist the TPC in gathering information about perceived transport choices and any ideas on ways to improve TP.
- 8.4.6 The packs would be kept up to date and contain the results of any monitoring and target achievements. It is important to provide details of achievements as success could further add to the promotion of the TP, raising awareness and the desire to achieve further goals.
- 8.4.7 Create Information Leaflets: Leaflets would be created by the TPC and made available to visitors at all campuses. The leaflets would be shorter documents than the 'Your Journey' packs and include information on:
- Walking and cycling facilities available on-campus;
  - Local travel information including fares, timetables and routes which serve the site;
  - Information on upcoming initiatives run by the UoL and LCC;
  - Details of other travel plan initiatives run by the UoL that may benefit visitors.
- 8.4.8 Create Travel Information Notice Boards: TP notice boards would be installed at prominent locations on the Campus (at building entrances for example). The material could be designed to promote TP measures such as walking, cycling and public transport. It should also be used as a way of promoting any forthcoming transport events and competitions, and to display travel survey results and other related feedback or achievements. It would need to be updated regularly by the TPC.
- 8.4.9 Create Signage Points: Signage points should be installed at the main access points for pedestrians and cyclists. Each point should include signs with arrows to bus stops, railway stations, local facilities and residential neighbourhoods with the walking / cycling time to these locations listed in minutes. Signage provided on-campus alongside cycle parking should be considered.
- 8.4.10 A summary of the proposed measures and the user groups to which each measure applies is shown in Table 11.

Table.11: Marketing and Information Measures

Target	Measure	Staff	Students	Visitors	Who is responsible	Target date
Will contribute to the overall aim of the travel plan to reduce vehicle journeys to the site	'Your Journey' packs	✓	✓		TPC	September 2012
	Visitor travel options booklet			✓	TPC	September 2012
	Notice boards	✓	✓	✓	TPC	September 2012

8.4.11 Marketing efforts should be linked with other retailer marketing schemes such as healthy living promotions and raising awareness of the health benefits of travelling by active modes.

#### 8.5 Marketing and Travel Information: Reasoning

8.5.1 Communicating with each person individually through travel packs and by using a brand means they are more likely to feel a part of the move towards sustainable travel that the UoL is looking to promote.

#### 8.6 Walking and Cycling: Target

8.6.1 To increase the proportion of staff that walk to the by 2.6% and to increase the proportion of students that walk by 0.2%.

#### 8.7 Walking and Cycling: Indicators

8.7.1 Monitoring activity in the form of surveys will prove that the targets described will be reached.

#### 8.8 Walking and Cycling: Key Actions

8.8.1 Infrastructure Improvements: Infrastructure measures are proposed as part of the Campus Masterplan to make journeys on foot and bicycle through the site pleasant and logical. The

architecture, landscaping and variety of build materials are designed to improve the walking experience through the Campus. The Masterplan design ensures that the footpaths head in directions pedestrians mostly take, and do not resort to walking over areas that are not intended as footpaths, for example grassed areas.

- 8.8.2 The TPC would use the offer of a large range of marketing incentives to actively promote and encourage cycle use, such as the physical health benefits of regular exercise.
- 8.8.3 The TPC would promote participation in cycling events, such as 'Bike Week' and 'In Town Without My Car' days. Participation in such events should be encouraged by posting information on events on the Travel Information Points and giveaways, such as cycling accessories, on the day of the event for those who cycle.
- 8.8.4 The University already organises 'Dr. Bike' visits to the University to give tips and make basic repairs to bicycles. The provision of 'Dr. Bike' sessions helps educate cyclists on basic maintenance procedures and helps to reduce the number of people with maintenance issues which may discourage them from cycling to and from work on a regular basis. 'Dr. Bike' sessions will be promoted better by advertising on notice boards and in 'Your Journey' packs.
- 8.8.5 A Bicycle Users Group (BUG) for staff and students could also be set up by the TPC. This is a good way for less experienced cyclists or those who are not confident in their route to gain experience by cycling with a more experienced cyclist. A BUG also removes safety concerns of individual cyclists who travel alone. A BUG group can therefore help to remove a key barrier to cycling for a number of individuals and can help contribute to the desired modal shift.
- 8.8.6 CycLIN is the successful bike hire scheme already in place at the University. It is run as a joint enterprise by the University and Sustrans. Trevor Marsh is the Sustrans Project Officer for CycLIN, who ensures that the initiative continues to be successful. There are 69 bikes available for use by students and staff during the academic year. Information on the scheme will be displayed on notice boards at the University. Hiring options are as follows:
- Full Year: Freshers week to end of course for students, September 1st to August 31st for staff - £45 hire fee plus £50 deposit.
  - Half Year: Freshers week to end of Feb for students, or Feb 1st to end of course. September 1st to end of Feb or March 1st to end of August for staff. £30 hire fee plus £50 deposit
  - Monthly: Starting on any day of the month, £12 plus £25 deposit.
  - Day Loan: Borrow a bike for a 24 hour test ride before hiring, no charge
- 8.8.7 Information on cycling routes, local area cycle maps, training activities (through LCC) and local cycle shops would be posted at the notice boards and will be included in 'Your Journey' packs.
- 8.8.8 The TPC will encourage staff to participate in a 'Cycle to Work' scheme, or similar, or purchase discounted cycle equipment. The 'Cycle to Work' scheme is where employers can loan bicycles to their staff as a tax-free benefit on the condition that the bicycles are used mainly for the

journey to and from work, the employee 'buys' the bicycle at the end of the loan period for a nominal sum. The typical savings on a new bicycle is between 38% and 45%.

8.8.9 Marketing materials should also provide advice on bike security, i.e. How to lock a bike most efficiently and advice on which locks to buy. Links to websites such as the ones below should also be included.

- Advice on buying bike locks - [www.soldsecure.com](http://www.soldsecure.com)
- Bike tracking devices - <http://www.immobilise.com/immobitag.html>

8.8.10 Provide adequate cycle parking: LCC request that cycle parking is provided for 10% of combined numbers of staff and students. As the Masterplan involves the Campus being developed over time, the introduction of the cycle storage will be phased.

8.8.11 The cycle parking spaces would be a mixture of covered and uncovered Sheffield Stands. Covered stands are more secure and protect bicycles better than uncovered stands, however they are more expensive.

8.8.12 As previously mentioned, there are 172 cycle parking spaces around the academic buildings on the Campus. As part of the redevelopment, cycle parking will be introduced in stages, in accordance with the development being constructed at the time. The County request that cycle parking will be provided for a 10% combined figure of staff and students.

8.8.13 The first phase of development (the Arts and Architecture Building) will result in an increase of 153 staff and 1,416 students (1,569 in total). Therefore as part of the first phase, 157 more cycle parking spaces will be introduced (10% of 1,569) to accommodate the increase in staff and students to the Campus. As development is taken forward, the appropriate number of cycle parking spaces will continue to be introduced in accordance with the increase in staff and student numbers.

8.8.14 In accordance with the increase in staff and student numbers, cycle parking will be provided as appropriate. Showering and changing facilities are provided in the Campus Sports Centre and will be better promoted so that staff/students are encouraged to cycle.

## 8.9 **Walking and Cycling: Reasoning**

8.9.1 Walking and cycling are the most valuable modes of transport in that it is free/low cost. These modes of transport help the University to be environmentally friendly, ensuring the Campus environment remains pleasant and uncongested.

## 8.10 **Public transport: Target**

8.10.1 To increase the proportion of staff that travel by bus by 2.2% to the Campus.

## 8.11 **Public Transport: Indicators**

8.11.1 Monitoring activity in the form of surveys will prove that the targets described will be reached.

## 8.12 Key Actions: Public Transport

8.12.1 The UoL could offer staff interest-free loans to purchase season tickets for public transport including both buses and rail. Season tickets benefit those regularly travelling the same journeys, i.e. those travelling the same journey regularly, as they provide savings through the purchase of multiple journeys at once. This scheme would be available to those staff who travel by bus and train to the University.

8.12.2 Season ticket loans are typically paid back on a monthly basis, directly through the payroll scheme. Organisation of the season ticket loan repayment would be the responsibility of the UoL's finance department.

8.12.3 To encourage staff to experience public transport, the University could hand out "Public Transport Taster Vouchers" to all interested staff. This voucher would enable staff to redeem a set number of public transport trips to the University at no cost to themselves. This trial period would aim to demonstrate the advantages of travelling by public transport and encourage staff to take out season ticket loans.

8.12.4 To account for those who travel differing distances, the voucher would be for a set number of trips within a reasonable distance of their campus of work. The operator and TPC should determine how far this maximum distance is to be.

8.12.5 Brayford staff are eligible to join the BIG Bus Deal. This is a scheme developed by Stagecoach East Midlands with the Lincoln Business Improvement Group to encourage people to travel to and from work by bus. The plan is available for Lincoln city centre employees working for firms in the Lincoln Business Improvement Group area. It aims to:

- Provide simple, clear information about local bus services;
- Reduce the cost of travel and eliminate the hassle of paying fares on the bus by organising standing order tickets through Lincoln BIG;
- Where possible tailor services to meet travel demand.

8.12.6 Despite these initiatives, as previously mentioned, bus usage by staff to the Campus is very low. The fact that car parking is made available to staff is likely to mean that there is a number of staff who drive that are capable of travelling by bus and taking advantage of some of the initiatives mentioned above.

8.12.7 The service running northeast towards Cleethorpes is well used by people who live there and commute to Lincoln. Promotion of train services could be undertaken by the TPC who could establish the staff who live within reach of a train service (through postcode analysis) and send them a promotional email of the benefits of using the train e.g. no stress of driving, no need to find parking, can read on the journey etc.

## 8.13 Public Transport: Reasoning

8.13.1 Bus travel is a valuable mode of transport for journeys over walking or cycling distance. It is low cost, removes the responsibility of driving and creates no demand for parking.



8.14 Car Sharing: Target

8.14.1 To increase the proportion of staff that car share to the Campus by 2.6%.

8.15 Car Sharing: Indicators

8.15.1 There will be great interest in the car sharing schemes and incentives shown below and monitoring activity in the form of surveys will prove that the targets described will be reached.

8.16 Car Sharing: Key Actions

8.16.1 Car sharing involves two or more people travelling in the same car. It has been observed to work best where the sharers live in the same area, work consistent hours and commute a significant distance (between 5 and 13 miles). Some people may already share their journeys on an informal basis; however a TP has the potential to increase this practice through introducing and promoting a formal scheme.

8.16.2 For registered car sharers, a guaranteed ride home would be assured. This scheme would also be made available to staff using public transport to access the Campus. Introducing this scheme alongside a car sharing initiative relieves the fear of being “stranded” without a car if an emergency requires the sharer to leave early. The guaranteed ride home could be with another car sharer, or possibly a taxi ride home. It has been shown that whilst this can remove a significant barrier to participation, it is rarely used in practice and with little cost to the organisation.

8.16.3 The UoL is affiliated with ‘Lincoln BIG Car-share’. This is a scheme is for commuters who live in Lincolnshire and by participating in the scheme, share the cost and responsibility of driving ([www.lincolnbig.liftshare.com](http://www.lincolnbig.liftshare.com)). If the demand is there for an official scheme then the TPC can investigate establishing a ‘University Only’ scheme. In association with a car sharing scheme, the UoL could also consider providing a guaranteed lift home scheme so that staff can always get home even if their car share partner is unable to take them. The University could offer priority parking spaces for car sharers close to the entrances of buildings to encourage car sharing.

8.16.4 As previously mentioned, few staff members travel by bus. The likelihood is that when parking is available, staff are more likely to drive. The University should look into reducing the availability of parking so that staff that are able to travel sustainably do so.

8.16.5 Many Universities allocate parking permits on a ‘needs basis’. Universities have a limited number of spaces and consequently a limited number of permits. Each staff member has the opportunity to apply for a permit. Those who have the highest needs are given highest priority and those with fewer/less important needs are put further down in the queue for permits. For example; blue badge holders are likely to have highest priority, then those who have caring responsibilities, those with children, car sharers etc. Of course charging will still apply in order to cover the costs of parking and administration. Some universities state if staff are with walking distance or within walking distance of a bus route (if they do not have ‘high needs’ such as caring responsibilities) they are not eligible for a permit.

8.17 **Car Sharing: Reasoning**

8.17.1 Car sharing is very valuable when people do not live within reach of public transport but are able to share the cost (both monetary and environmental) between two or more car drivers. It also lowers the demand for parking.

8.18 **Reducing the Need to Travel - Smarter working practices: Target**

8.18.1 There is no target set to increase working from home as it is unlikely to be possible to set such a target. Simply the aim is to reduce unnecessary travel.

8.19 **Reducing the Need to Travel: Indicators**

8.19.1 A register of 'home working' should be kept by the TPC who will consult staff on their home working practices.

8.20 **Reducing the Need to Travel: Key Actions**

8.20.1 Working from home and video conferencing are two ways of reducing unnecessary travel. Departments should investigate the feasibility of both and communicate with staff on how this should be managed.

8.20.2 Other universities such as Coventry University have a Location Independent Working (LIW) scheme in place. It is the University's own company 'Coventry University Enterprises Ltd.'(CUE) to make it suitable for academic staff in teaching roles. The scheme is more developed than simply allowing staff to work from home. They provide training on working away from the University (whether this is at home or any other location). Studies are also undertaken to ensure the standard of work remains consistent and that it does not differ from whether staff work at the University buildings or away from them.

8.20.3 It should be the responsibility of the TPC to investigate the feasibility and viability of this type of scheme. If it is found to be feasible and viable, it would be the responsibility of the TPC to set up this type of scheme.

8.21 **Reducing the Need to Travel: Reasoning**

8.21.1 Removing the requirement for a journey is even more beneficial than shifting from single occupancy vehicle to a more sustainable mode of transport.

8.22 **Business Travel: Target**

8.22.1 There is no target set to reduce business travel, simply the aim is to reduce unnecessary unsustainable travel.

8.23 **Business Travel: Indicators**

8.23.1 A register of sustainable and non-sustainable business travel trips should be kept by the TPC who will consult staff on their business travel practices.

8.24 **Business Travel: Key Actions**

8.24.1 Every effort should be made to ensure that staff are aware of sustainable transport mode options for business travel. For example, the bus service run on behalf of the University between the Campus and Riseholme Campus should be promoted instead of staff driving between the campuses.

8.24.2 Business travel between campuses and other destinations should be managed. For example if there are a number of popular off-campus destinations that staff frequently visit, information should be made available by the TPC on how to commute there sustainably and the benefits of doing so.

8.25 **Business Travel: Reasoning**

8.25.1 Sustainable travel should not only be promoted for journeys to and from the campus but during the working day also.

## 9. Monitoring, Remedial Actions and Conclusions

### 9.1 Monitoring and Remedial Actions

9.1.1 It is recognised that a TP is a live document and an evolving strategy that requires monitoring over time, and the measures and initiatives within it reviewed as circumstances, attitudes and conditions change.

9.1.2 Monitoring progress towards meeting the targets allows the success of the TP to be assessed and identification of those less successful measures.

9.1.3 It is suggested that staff and students should be required to complete a questionnaire annually in order to ensure that TP initiatives continue to be successful and if required, amended or new initiatives created.

9.1.4 It is recommended that the TPC monitor travel characteristics in the interim period between the annual surveys. Every 6 months the TPC should monitor the following activities:

- cycle parking use;
- CycLIN bike hire scheme usage;
- cycle to work scheme use;
- car sharing activity;
- public transport scheme usage.

9.1.5 When survey results are obtained, the TPC will produce a monitoring report displaying the survey results along with details of the above bullet point list. The findings of these reports will feed into the TP to ensure its continuing success.

### 9.2 Conclusions

9.2.1 The schemes and initiatives described in this TP are designed to encourage sustainable transport use. As previously mentioned, when car parking is available, this is a disincentive enough for many not to use sustainable modes. The UoL should consider removing this disincentive by limiting parking whilst promoting sustainable travel in order to ensure targets are reached.

9.2.2 This TP will continue to be developed by the TPC in light of staff/student travel surveys and appropriate adjustments made in order to reach targets.

**Signature**



**Position**

Transport Planner

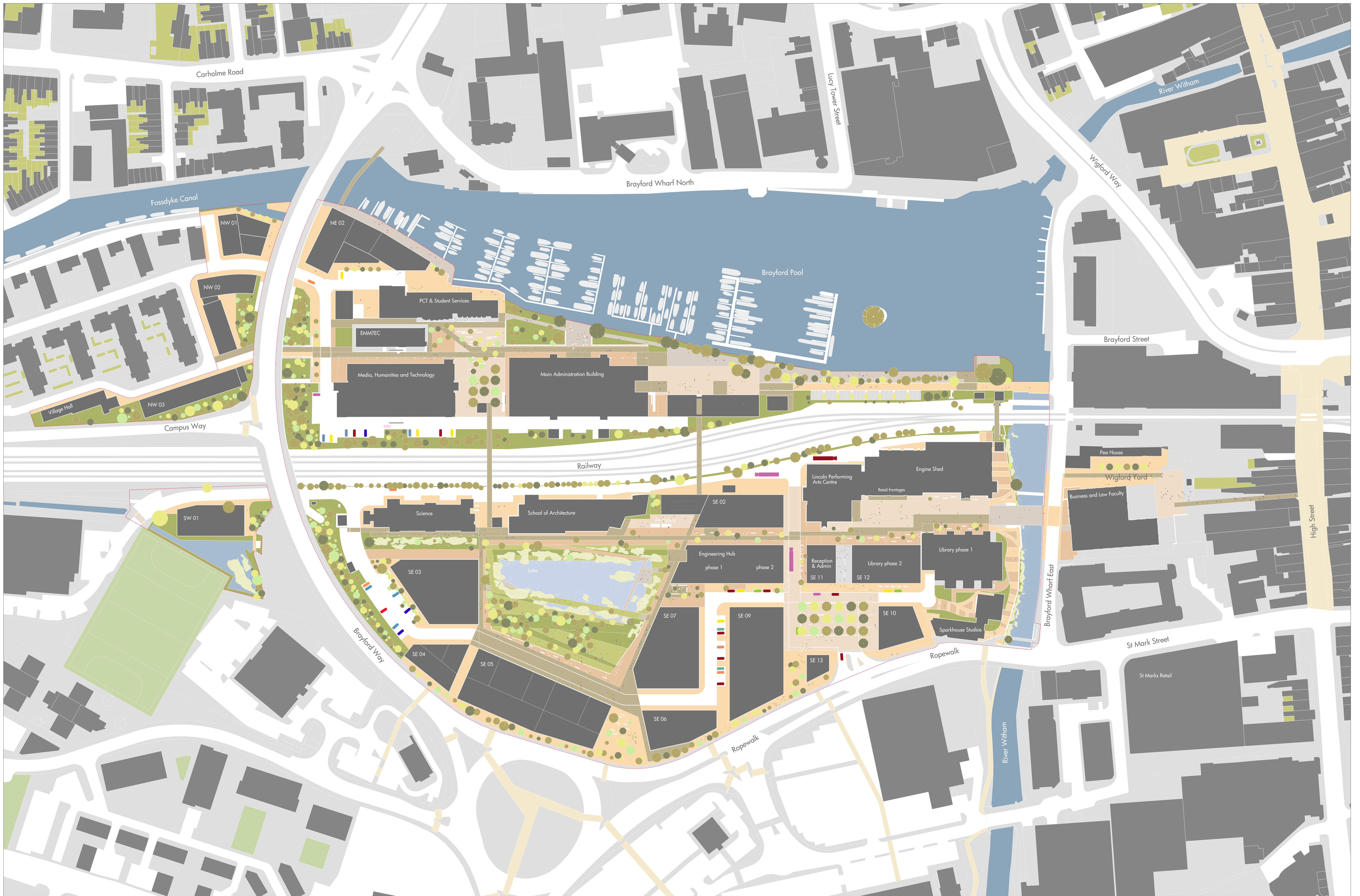
**Company**

SKM Colin Buchanan

**Date**

27 April 2012

## Appendix A



REV	DATE	DESCRIPTION	CD	REV	DATE	DESCRIPTION	CD	REV	DATE	DESCRIPTION	CD	REV	DATE	DESCRIPTION	CD	REV	DATE	DESCRIPTION	CD
P1	091001	FOR INFORMATION	GW	P8	110204	FOR INFORMATION	GW												
P2	091104	FOR INFORMATION	GW	P9	111107	FOR INFORMATION	GW												
P3	091210	FOR INFORMATION	GW	P10	100207	FOR INFORMATION	GW												
P4	100211	FOR INFORMATION	GW	P11	120419	FOR INFORMATION	GW												
P5	100323	FOR INFORMATION	GW																
P6	100429	FOR INFORMATION	GW																
P7	101227	FOR INFORMATION	GW																

Do not scale from this drawing. Use figured dimensions only. Figured dimensions are in millimetres. All dimensions shall be verified on site before proceeding with works. All levels are nominal. Detailed site survey to be carried out to verify positions and level relationships with the features and ordnance survey. All levels are in metres. This drawing is for design intent only. This drawing is to be read in conjunction with other documentation from the architect, design team, main contractor and employer's agent. The architect must be notified of any discrepancies.

**University of Lincoln: Land Use Matrix**

Updated 120313

Land Use	Phase 0: Existing	Phase 1: 2012-2013	Phase 2: 2014-2015	Phase 3: 2016-2017	Phase 4: 2018-2019	Phase 5: 2020-2021	Total by use
Student Residential - C2		8532	3624	5416	4,848	12718	35138
Academic Building - D1	3949	7,910	9020	6028	8940	0	35847
University Office / Administration - D1/B1				2,957			2957
Commercial Office - B1			3500		3564	0	7064
Shops - A1 (UOL related)			700	1,590			2290
Restaurants & Cafes - A3				817	891		1708
Hotel - C1				7000			7000
Car Parking				15127			15127
Phase totals	3949	16442	16844	38935	18243	12718	<b>107131</b>



Lincoln University

Area Schedule - masterplan

Updated 120313

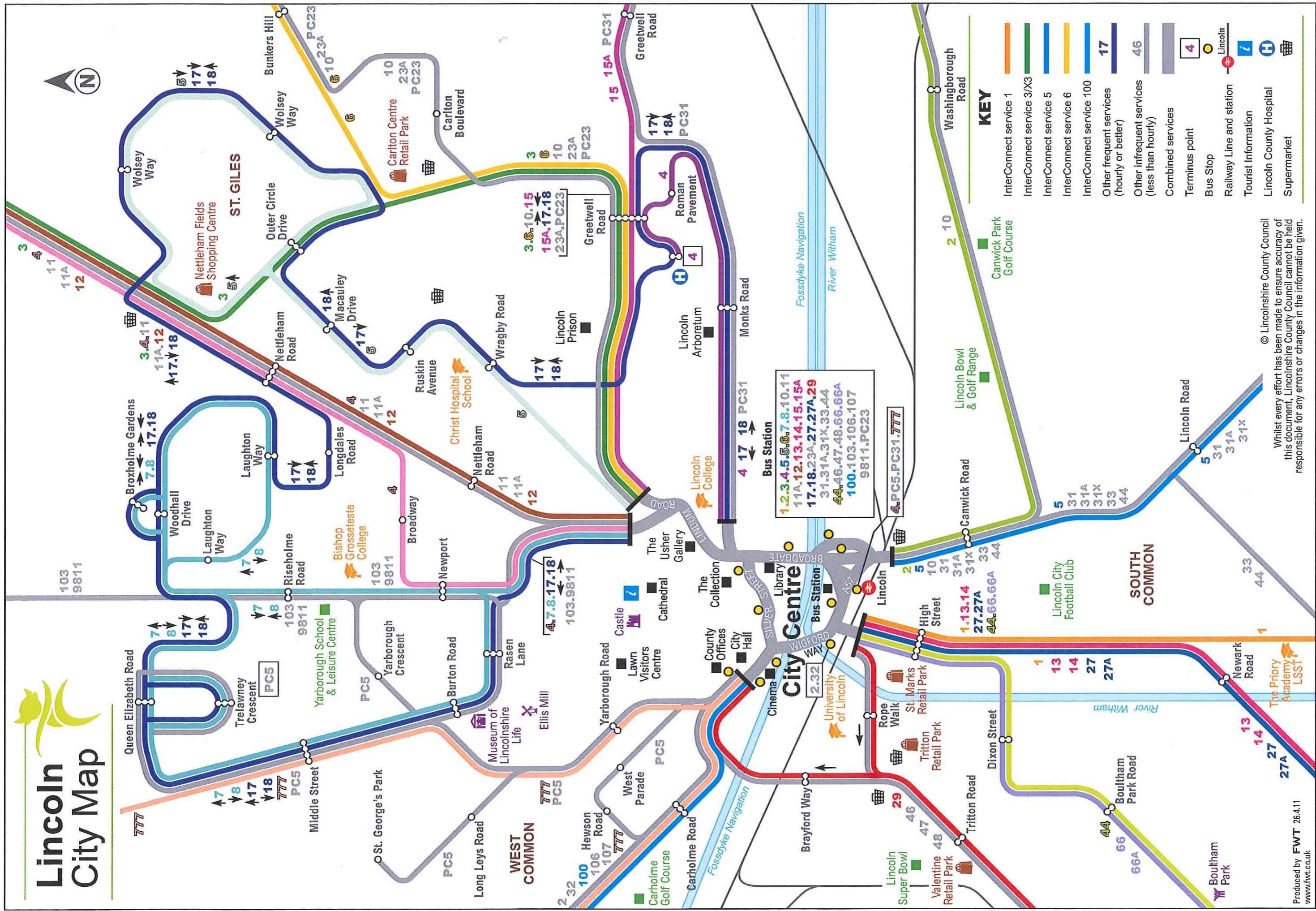
Maximum Floorspace Scheme

BLOCK	GEA																	TOTAL GEA/ M2	PROPOSED USE	NOTES	
	G	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16				17
nw01	694	694	533	533	533	533	533	533											4,586	student residential (C2)	
nw02	862	825	825	825	825	825	429												5,416	student residential (C2)	
nw03	818	818	770	770	770														3,946	student residential (C2)	
sw1	808	808	808	808	808	808													4,848	student residential (C2)	
ne1	795	795																	1,590	retail (A1)	
ne2	1,631	1,411	1,411	792	792	792	494	494											7,817	hotel (C1) and restaurant / cafe (A3)	7000m2 hotel
ne3																			0		omitted at UOL request
se1	1,030	773	1,014	1,014	118														3,949	Engineering Hub phase 1 (D1)	existing
se1	544	411	544	544	167														2,210	Engineering Hub phase 2 (D1)	
se2	1,412	1,072	1,072	1,072	1,072														5,700	Academic Building (D1)	
se3	1,804	1,804	1,804	1,804	1,804														9,020	Academic Building (D1)	
se4	604	604	604	604	604	604													3,624	student residential (C2)	nb 3m F-F heights
se5	1,374	1,374	1,374	1,374	1,374	1,374	1,374												9,618	student residential (C2)	nb 3m F-F heights
se5	775	775	775	775															3,100	student residential (C2)	nb 3m F-F heights
se6	891	891	891	891	891														4,455	Office (B1) and restaurant / cafe (A3)	
se7	1,788	1,788	1,788	1,788	1,788														8,940	Academic Building (D1)	
Se8																			0	Se8 included in Se7	
se9	2,161	2,161	2,161	2,161	2,161	2,161	2,161												15,127	Multi storey car park	approx 600 cars @ 25sqm/car
se10	700	700	700	700	700	700													4,200	Office (B1) and retail (A1)	retail 700sqm
se11	448	448	687	687	687														2,957	University office / admin (A1, D1/B1)	
se12	1,048	1,048	1,048	1,048	1,048														5,240	Academic Building	
se13	197	197	197	197															788	Academic Building	
se14																			0		omitted at UOL request
se15																			0		omitted at UOL request
TOTAL GEA / M2																	<b>107,131</b>				

- Phase 1
- Phase 2
- Phase 3
- Phase 4
- Phase 5

## Appendix B

# Lincoln City Map



## KEY

- InterConnect service 1
- InterConnect service 3/X3
- InterConnect service 5
- InterConnect service 6
- InterConnect service 100
- Other frequent services (hourly or better)
- Other infrequent services (less than hourly)
- Combined services
- 4 Terminus point
- Lincoln Bus Stop
- Lincoln Railway Line and station
- Lincoln Tourist Information
- Lincoln Lincoln County Hospital
- Lincoln Supermarket

**Bus Station**  
 1.2.3.4.5.6.7.8.10.11  
 11A.12.13.14.15.15A  
 17.18.23A.27.27A.29  
 31.31A.31X.33.44  
 44.46.47.48.66.66A  
 100.103.106.107  
 9811.PC23

**Lincoln**  
 4.PC5.PC31.777

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