

Minutes of Meeting

Thursday 19th May 2016

University of Dundee

Attendees:

Petra Barber	Robert Gordon University	
Jackie Beresford	Dundee and Angus College	
Clive Brown	Edinburgh Council	
Ker Corbett	Stagecoach East Scotland	
Emma Crowther	University of Edinburgh	
Trudy Cunningham	University of Dundee	Convenor / Acting Chair
Gillian Gibson	EAUC	
Hanne-Mary Higgins	SEStran	
Daniel Kochaniuk	Electric Bikes Scotland Cycle Centre	Speaker
Emma Lawrie	EST / Home Energy Scotland	Speaker
Kirsty Macari	Angus Council	
Tony Maric	Perth and Kinross Council	
Niall Moran	Perth and Kinross Council	
Moira Nelson	SEStran	
Rebecca Petford	EAUC	Coordinator
Penny Stoddard	Stirling Council	
Paul Wright	Cycling Scotland	

Apologies:

Pauline Donaldson	Forth Valley College
Guy Harewood	Stirling Council
Don Kent	ACT TravelWise
Dave Kinnaird	Liftshare
Tony Kopsch	University of Stirling
Alistair Macleod	University of St Andrews
John Pinkard	Anson Consulting
Clare Strain	Strathclyde Partnership for Transport (SPT)
Philip Wilde	NHS Tayside

1	<p>Welcome and Introductions <i>Trudy Cunningham, EAUC Travel & Transport Convenor and ACT TravelWise Acting Chair</i></p> <p>Everyone was welcomed to the meeting and apologies noted.</p>	
2	<p>Previous Minutes and Matters Arising from Meeting on the 14th October 2016 <i>Trudy Cunningham, EAUC Travel & Transport Convenor and ACT TravelWise Acting Chair</i></p> <p>Minutes available here.</p> <p>Updates:</p> <ul style="list-style-type: none"> • Merry Scott, Chair of ACT TravelWise, will be back for the next meeting in Autumn • Glasgow Caledonian University was the first to get Cycle Friendly Campus Award with distinction, with the University of Dundee to receive theirs on 3rd June • Car Clubs – Enterprise bought over City Car Club, so they can now tell you if you are cheaper to hire a car or get one from Car Club. Keith Stark at City Car Club can put together business plan for anyone who is interested. 	
3	<p>Car Parking Benchmarking Survey (via Video Conference) – see slides <i>Gail Eagles, General Manager Support Services, University of Birmingham</i></p> <p>Gail provided some perspective on the development and challenges of managing car parking at the University of Birmingham.</p> <ul style="list-style-type: none"> • Car parking before 2001 involved a very low cost permit, which came off staff salaries. However parking was a free-for-all with car parks everywhere, and traffic regulations poor. • In 2001 there were a massive spate of thefts and so barrier installations (£300,000), meaning the University needed to make money back by charging people. The challenge was who to give permits to and how to issue them. Approvals were needed from trade unions, and it was unclear how to manage for people who didn't want salary sacrifice. Permit holders would swipe in, then be charged 50 pence a day (£1 from 2006) to park. • Seen at the time to be innovative by other Universities to have a check-in system linked to payroll • Management-wise it was limited in success: <ul style="list-style-type: none"> ○ People would park then swipe-out on foot to avoid charges. ○ Land use kept changing so car parks kept altering ○ Some car parks were less well used, as there was barrier control entry, but those working near the edges of campus could park elsewhere for free. ○ Non-university staff parked on University parking areas without barriers, and the threat of clamping wasn't working. No control on visitor parking. ○ Lack of CCTV control at barriers – 30+ barriers, with control room buzzing every 10 seconds so unable to properly assess them all. ○ If an emergency situation or faulty barrier all control was lost. ○ Some staff went out of their way to be disruptive. • In 2009 it was recognised that a steer for travel management was needed to develop a travel plan and consider sustainability. <ul style="list-style-type: none"> ○ A Sustainable Travel Coordinator was hired to develop strategy and run a travel survey. 	

- Car Park Steering Group formed with representation from all key departments, and produced 20 page strategy about parking, raising lots of questions.
- Needed to consider enforcement options, so UKPC ticketing with enforcement was put in place in 2011. It was about control, not money, and worked quite well. Immediately saw an increase in tidiness of parking on central campus.
- Attention then moved to peripheral buildings, which need either a pay and display or swipe in permit.
- Then added a new permit for Emeritus Professors and other similar honorary roles and speakers – needed a permit which they could pre-pay because they have no salary, which gave them access to park anywhere. Cost was around £18.33/month but pro-rata, and this pass then seemed like a good way to allow for student parking and car parks still needing control.
- If people didn't drive every day then they could park in pay and display.
- University of Birmingham also invest in other sustainability infrastructure, including cycling and walking.
- Did a benchmarking exercise with other Universities (especially Russell Group Universities) but found few were comparable, so asked everyone so they could get an idea of those which are in a similar environment. See data on slides.
- Enforcement is difficult – need people to pay their tickets, or their fine. When permits are issued it is made clear they are not a right and can be withdrawn. HR and Legal Office involved in ensuring enforcement. Once the fine is handed over the debt collection agencies they pursue it, but the first appeal is to the University.
- Students originally allowed permits the same as staff, but due to level of interest it became only those who were carers etc. and needed to drive.
- Contractors working on site need to pay too – whether that cost comes back on to the development bill or not is up to their contract.
- University of Birmingham are members of British Parking Association (BPA) Higher Education Interests Group, but don't think they do enough for them. Difficult to know where to go to have a unified front on car parking, as there are different needs in each institution. BPA are doing a detailed survey on parking at the moment, but Birmingham needed results earlier.
- SMT wanted to know how to make improvements, and make more money. Research is being undertaken to show how to make things better (and also possibly make more money) to SMT.
- Birmingham have had these systems in place for a long time now, and are considering whether they should move to all having the same permit type.
- Cost question - should they be making more money from their parking? Should they be aligned with the hospital? Should they have increased with RPI – if increased in line with RPI since the daily £1 charges went in they would only have been £1.29 anyway. Many staff are low-paid and work unsociable hours. Really it should be about making sure everyone who should pay does. Scaling costs to salary seems a lot of work for little change.
- Next steps:
 - Plan to extend charging hours (currently 9.30-5.30), but that probably won't make much difference to most staff.
 - Going to increase charge to visitors in line with other car parks nearby.

	<p>Discussion and comments from audience in Scotland</p> <ul style="list-style-type: none"> • NHS cant charge • University of Dundee - Students don't get permits. Ring and Go system installed so no cash or vandalism issues for the University to deal with. Don't charge visitors – passes available. No barriers so open to all but pay to park. Need parking attendants even at the weekend to manage 'stupid parking'. Special passes for swimming pool for those with medical needs. Car Club parking nearby. • University of Edinburgh – Charge visitors, complexity of having five sites with different parking charges (highest is £250 pa for city centre). Everyone pays, but permits issued on a need basis, which may include some students. • Robert Gordon University – Staff parking is about £250 pa salary sacrifice. Students want parking so looking into criteria-based allocation, based on postcode. EURO Car Parks manage the paying. Multiple types of permit cause understanding uses. Development by local authority may cause loss of 200 parking spaces. Permits can be shared between cars for buddy groups. Looking into Car Club parking. Pay a subsidy to council for residents' parking permits near University as they are to stop students parking there. • Dundee and Angus College – Few parking issues. No charging. • Increasing cycling rates to reduce driving – NextBike seem to be willing to offer a reduced cost to Universities and Colleges, with bikes available to be dropped off at any station. Depends on physical infrastructure and landscape. All councils seem to be investing in cycling. Safety devices now available to protect cyclists from lorries, but would need national investment. Safety seen as a key barrier to cycling. Putting in a contra-flow for bikes on one-way systems and identify safe cycling routes helps. • Angus Council – Looking at new campus and how this can influence behaviour around transport. Developed a cycle path proposal but Community Links funding didn't find push-ramp solution to access path innovative enough – Cycling Scotland might be able to point towards funding. Moving to more 'agile working' without increasing car parking - but it's free to park everywhere in Angus so why charge at the institutions/organisations! Street parking causes safety issues. • Glasgow Universities, Colleges, Council and Cycling Scotland all met together to make sure plans interlink – great idea. • Remember to talk to councils about wishes for crossings etc., especially at end of budget year! 	
4	<p>Energy Saving Trust / Home Energy Scotland Programmes & Opportunities – see slides <i>Emma Lawrie, Sustainable Transport Advisor, Home Energy Scotland</i></p> <ul style="list-style-type: none"> • Home Energy Scotland is Government funded to provide free and impartial advice to households and businesses. There are five regions for Scotland, with Emma and Ross Adams in the North East. • Lots of legislation encouraging work to reduce travel impacts, including Climate Change (Scotland) Act 2009, Cycle Action Plan 2010 (10% journeys by bicycle). • Transport is a large cost to households. • Home Energy Scotland EST have a lot of services supporting sustainable transport: <ul style="list-style-type: none"> ○ Sustainable Transport Review service – providing analysis and recommendations (with estimated cost and CO₂ savings), then organisation can access interest-free 	

	<p>low carbon transport loan</p> <ul style="list-style-type: none"> ○ Low-Carbon Transport Loan – £500-£100,000 available per organisation (capped at £35,000 per plug-in vehicle), interest free, repayment of up to 6 years, funded by Transport Scotland, for anything to reduce costs and carbon emissions (vehicles, cycling facilities, video and teleconference facilities, fleet management software, season ticket loans, vehicle efficiency devices etc.) ○ Also a domestic loan of up to £35,000 ○ Workplace charge points available to complement the national EV charge points network, which are 100, 75 and 50% funded on a case-by-case basis. Fast charge points are available. Application forms from last year will be reviewed first, and this process should go live soon. ○ Free online resources, including fleet health checks, buying a fuel efficient vehicle tool, and buying an electric vehicle tool ○ FuelGood Drive Training – can save £235 a year (up to 13%) ○ Employee Engagement Events – EST manage Home Energy Scotland, with EST doing more business-focused work. Engagement can include presentations, lunch and learn, workshops and webinars, fuel-efficient driving simulator etc. ● Case Study – University of Dundee (quite out-of-date now). Sustainable Transport Review focused on grey fleet miles, which included recommendations such as cycle to work schemes, free pool cars, vans and bikes, and introducing driver documentation. Impact was a massive reduction in grey fleet miles and cost. ● Electric vehicles and hydrogen cars, will likely become more popular in the future. ● Contact Emma Lawrie for more information on 01224 253916, emma.lawrie@ne.homeenergyscotland.org 	
5	<p>Group Updates</p> <p>Further and Higher Education</p> <ul style="list-style-type: none"> ● Stagecoach in attendance – it would be great if they and other bus companies came along to green transport events as well as Freshers’ Fairs ● Cycle Solutions <ul style="list-style-type: none"> ○ Dundee are switching from Cycle Scheme to Cycle Solutions because they offer a bigger discount for EAUC members, better range, easier purchasing system, much faster turnaround, can be delivered to work or home, can work with local bike shops (similar benefits for them from all options). ○ Not clear that Cycle Solutions let you use local shops on their website ○ RGU are considering another salary sacrifice cycle to work scheme, would value hearing about people’s experience ○ Anyone else use Cycle Solutions who could provide feedback? ● University of Edinburgh currently support student travel to and between campuses, including providing free shuttles to 2 of them and a subsidy on season ticket to vet students out-of-town, but nothing to others. Significant cost and issues with fairness, so considering removing this perk. Looking for any experiences elsewhere of removing this type of support with minimal fuss. Anyone have any relationship with local bus companies to provide subsidised tickets? In Edinburgh the Edinburgh First student bus season tickets are seen as expensive, but not as expensive as RGU area! One university set up a student bus ticket for £1, and another set up its own 	<p>RP to feed website info back to Cycle Solutions</p> <p>RP to ask JISCMail about Cycle Solutions</p>

	<p>company. Not of interest to Edinburgh. Dundee got rid of minibus because of the costs, including insurance. Weekly public bus passes as well as term tickets for students are needed. Change is always hard to implement!</p> <ul style="list-style-type: none"> • Percentages of students using public transport differ. Should there be inductions on using public transport in the same way as cycling? • Robert Gordon University had a planning condition to match car parking fees with bus tickets when first established. • Cycling Scotland internship scheme being launched. Current thinking is that interns will provide short term project support to run a campaign with impacts beyond funded period. Aim to have about 8 interns across different campuses, who will design and deliver and present on their findings. Likely to be graduate level. Interns will be subsidised fully this year, possibly for 6 months full time on the living wage, in position of 'Cycling Officer'. Planning a shared uniform for all Cycling Officers. Funding will be inviting expressions of interest one the fund is officially announced next month. Cycling Scotland will shortlist with a funding partner, then the University or College makes the final decision on who to employ. Hope to be in place by August. Glasgow institutions will be out of the funding opportunity because they have interns through another scheme. Aim is to improve the employability of the officers while developing cycling infrastructure. <p>Local Authorities, NUS and Regional Transport Partnerships Things going best in terms of transport:</p> <ul style="list-style-type: none"> • Real time information on buses • Alternative fuel and low emission vehicles • Smarter Choices Smarter Places project on schools transport workshops cited as best practice • Edinburgh Council has 9% of transport budget to cycling <p>Things going worst in terms of transport:</p> <ul style="list-style-type: none"> • Funding – delays in results of funding being announced, lack of funding, delays in funding being made available, internal barriers to implementing funding; • Fife NHS Bike to Work scheme – 201 bikes to be purchased by employees for use (although only 17 bikes across Fife in count yesterday!) 	<p>PW to send RP info on the Cycle Scotland Internship fund to circulate when available</p>
	<p>Lunch</p>	
<p>6</p>	<p>Thanks and Introduction to Afternoon Session <i>Trudy Cunningham, EAUC Travel & Transport Convenor and ACT TravelWise Acting Chair</i></p> <p>Everyone was thanked for their attendance and invited to stay for a short talk by Electric Bikes Scotland, followed by a test-driving session.</p>	
<p>7</p>	<p>Electric Bikes Scotland – see slides <i>Daniel Kochaniuk – Manager, EBS Cycle Centre</i></p> <ul style="list-style-type: none"> • 30,000 e-bikes sold in UK last year – and more elsewhere! Up and coming market • Electric Bikes Scotland are a service centre not just retail, so offer support and maintenance. This makes them unique. • Aim is to get more people cycling – that hill that puts you off is no longer a problem 	

	<p>with an electric bike.</p> <ul style="list-style-type: none"> • Different types of bikes putting in different levels of force in addition to or instead of pedaling. • University of Dundee staff love e-bikes! Makes biking more accessible. • Can buy e-bikes over Cycle-to-Work Scheme – two models in the under £1000 price band, or you pay the difference. • Battery range can be 30-100ish miles depending on model. Batteries last about 5 years, depending on use, and replacements costs around £400 at the moment. Depends how you ride. • Can get lots of info back from the bike about miles travelled, speed, CO₂ and money saved etc. • Can go up to 30mph depending on model. • Electric Bikes Scotland also have electric trikes, cargo bikes, mountain bikes... 	
7	<p>Electric Bikes Scotland – Test Driving Session <i>Daniel Kochaniuk – Manager, EBS Cycle Centre</i></p>	

Minutes prepared by: Rebecca Petford
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