A Travel Plan for Oxford Brookes

Site Audit: Key Findings

Final Report

February 2009
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Introduction

Site audits to establish the existing transport facilities available at Headington Campus, the School of Health and Social Care (SHSC) and the Harcourt Hill Campus were undertaken during 2008. In addition, policies that influence travel decisions amongst both staff and students were reviewed.

The principle aims of the audits were to:

- Identify existing barriers to non-car use.
- Identify improvements to existing infrastructure / policies to further encourage sustainable travel – including identification of ‘Quick Wins’.
- Develop a clear picture of realistic transport alternatives currently available - to enable recommendations to be developed for encouraging travel by sustainable modes.
- Bring together transport policy / wider policies affecting travel to the University into one umbrella document.

Structure of this Document

Section 2 provides an overview of University-wide policies and other initiatives that influence travel across all of Brookes’ sites, whilst sections 3, 4 and 5 provide an overview of audit findings for Headington, Harcourt Hill and SHSC respectively.
University-wide Policies and Issues

This section describes the following Brookes-wide policies / initiatives:

- Car sharing
- Brookes Bus
- The Safety Bus
- Organisational policies influencing travel choice
- Fleet vehicles

Car Sharing

Oxford Brookes is a member of 234car (www.234car.com/oxford), a web-based software application developed by, and procured from, Bristol University. The scheme facilitates the identification of potential car share partners for both staff and students (based on home/ work locations of potential sharers as well as the routes they travel). The system anonymously brokers matches, forwarding details of possible matches to the individuals involved. The terms of the car sharing scheme state that if there is an emergency or an employee has to work late at short notice, they are guaranteed a taxi to get them home.

Oxford Brookes was responsible for setting up the scheme in Oxford, whose membership includes the University of Oxford, the Nuffield Orthopaedic Centre, Oxford Radcliffe Hospitals NHS Trust, Oxfordshire Mental Healthcare Trust, Oxfam and Oxford City and Oxfordshire County Councils. An annual membership fee is payable to Bristol University for the scheme, which is split (although not proportionately) between member organisations.

Brookes Bus

Oxford Brookes University has made significant investment in its high quality and very effective Brookes Bus routes which serve its Campuses and main halls of residences, using a fleet of 13 dedicated buses. The Brookes Bus (introduced in 2004) is a key travel initiative which has achieved a marked reduction in the number of people driving to the University's campuses over the years.

The buses are clean, modern and liveried with the 'Brookes Bus' branding. All Brookes Buses are for public, as well as staff and student, use, and are branded with the logo 'it's for everybody!' Some bus leaflets are available on board – although there could be a greater range. Buses have an on-board radio playing for passengers. Stagecoach currently runs the Brookes Bus contract, but from 1st July 2009, the Oxford Bus Company will take over the contract.
Driver Training

Although drivers operating on the routes are employed by Stagecoach, they are specifically assigned to driving the Brookes Buses. Brookes Bus drivers receive an induction from Brookes and are given ‘associate staff’ status which enables them to take advantage of perks such as free use of Brookes facilities. In addition, drivers meet on a monthly basis with the Brookes officer responsible for overseeing the bus contract. All drivers have an NVQ in customer care, and the turnover of staff on Brookes buses is very low – demonstrating that the driver training policy is working well.

Bus Fares

The fare for travel on Brookes Buses varies according to the distance travelled. For example:

- A single ticket from Headington to Harcourt Hill currently costs £2 whilst a return ticket costs £3.
- A single ticket from Wheatley to Harcourt Hill costs £2.80 and a return £4.20.
- A Brookes ‘Flexirider’ ticket costs £10 for twelve trips.

There are also several types of season tickets available for Brookes Buses, which can be bought online, through the university, or direct from the drivers. Many of the season tickets entitle the holder to discounts on other local and national Stagecoach services including those connecting Oxford with surrounding towns.

An annual pass for Brookes Buses (‘Unirider’, which also entitles the holder to discounts on other Stagecoach services) costs £205, and a semester pass £105. Special offers are regularly available at the start of the term, and a 10% discount is available for season tickets purchased online. In addition, Brookes staff can get a 10% discount on season tickets for 13 weeks or over if they purchase them through the University. First Year students in halls receive a ‘free’ annual Brookes bus pass when they enrol (included within their hall fees).

University staff and students are also able to obtain discounts on services run by other operators, such as the Airline coaches to Heathrow and Gatwick airports, on production of Brookes student or staff ID.

The pricing structure for Brookes Buses is fairly complex and can be confusing to those new to the service unless comprehensive fare information and advice is readily available at key locations throughout the University (including Brookes Bus stops), online and from the drivers. Whilst information about bus routes is available in leaflet format at the main reception, fare information is not as readily available in hard copy. Information available on
Bus Information on the Web

Detailed information about Brookes Buses and other bus routes serving the campuses is available on the Oxford Brookes internet site, in the ‘Travel’ section. The information covers services by main operators and includes links to relevant operators’ websites, including a Brookesbus.net site hosted by Stagecoach.

The website is however, confusing in places as the same bus information is available in two different places on the website: in ‘How to find us’ and ‘Travel’. There is some variation in the level of detail provided in these two places, with the ‘Travel’ section providing more comprehensive information. Having the same information displayed in two different sections of the website may lead to uncertainty about whether there are differences in the information provided in the two locations.

The ‘How to find us’ pages are easy to navigate to from the main page (a link to these pages is provided on the University’s home page under ‘About the University’). The ‘Travel’ page is however, quite difficult to find as it is not directly accessible from the main landing page of the Oxford Brookes website; it is not visible in any of the main menus on either the homepage or in the ‘How to find us’ section.

Unless the www.brookes.ac.uk/travel web address is widely promoted as a source of travel information, it will be missed by most users of the Brookes’ internet site.

Safety Buses

The Brookes Safety Bus initiative provides a door-to-door service for students returning home or to halls of residence after 9pm. The Safety Buses run between 9pm and 3am (until 1am on Sundays) to all Brookes’ halls of residence and anywhere within the Oxford ring road. The buses are funded by donations from local businesses and passengers (a £1 donation per passenger is recommended) and are run by a dedicated team of volunteers. Students wishing to travel on a Safety Bus need to telephone the co-driver in advance to specify where they need to be picked up from. The driver then plans the most efficient route for their journey to accommodate as many students as possible.

Organisational Policy Influencing Travel Choice

Business Mileage

Business mileage allowance is given at Inland Revenue stipulated rates, and is paid for cars (40p per mile), motorcycles (24p per mile) and bicycles (20p
per mile). The latter rate represents the maximum tax-free allowance and is in line with good practice in travel planning.

Season Ticket Loans

Interest free loans are available to permanent salaried staff for the purchase of travel passes and season tickets up to the value of £400. Repayments are made directly from payroll over 10 months.

Cycle to Work Scheme

The University has a cycle to work scheme enabling tax-free cycle purchase by staff. Staff can order up to £1,000 worth of equipment (bicycle and associated equipment such as lights, clothing etc), and repay the University over an 18-month period through a salary sacrifice arrangement.

Staff Relocation

The University has a relocation scheme for new staff. The conditions state that to qualify for financial assistance, when appointed the staff member must be living more than 50 kilometres from their principal place of work at the University. The staff member must purchase similar accommodation not more than 50 kilometres from their principal place of work at the University. No particular incentives are offered to staff choosing to live closer to Oxford Brookes who would be able to walk, cycle or use the bus for travel to their place of work.

Flexible Working and Reducing the Need to Travel

Oxford Brookes has a flexible working policy, including policies on:

- **Flexi-time working**: Staff are able to work flexibly between the hours of 0800 and 1800 – which, amongst other things, enables staff to fit in with public transport timetabling. Core hours are between 10am and noon, and 2pm and 4pm, and a flexible lunchtime of between 30 minutes and 2 hours is permitted.
- **Compressed working hours**: Employees may request to work their total hours over fewer days – which can reduce the need to travel.
- **Shift-swapping, Self-rostering**
- **Part-year working**
- **Working from home or other flexible location**: Requests will be considered for occasional home working, regular scheduled home working and designated home working – again, reducing the need to travel.
- **Job sharing**
- **Additional planned unpaid leave**
**Visitors**

Visitors are able to access the travel information provided on the Brookes website, and visitors attending meetings with the University are generally asked whether they require a car parking permit for travel to a particular campus. Visitors are not actively discouraged from travelling by car as a matter of course. However, visitors attending open days at Brookes are generally unable to park at Gipsy Lane/SHSC campuses and are encouraged to use the Park & Ride where they do need to use a car. This can however be an issue, as it can be difficult to find a parking space at Thornhill Park & Ride during certain times.

**Fleet Vehicles**

Oxford Brookes’ fleet (across all campuses) comprises 40 vehicles plus agricultural machinery and a Grey Fleet. The fleet comprises a mix of small vehicles, a couple of large panel vans, and a few electric vehicles and minibuses. A Green Fleet Review was undertaken in 2007 by the Energy Saving Trust. The Review stated that Brookes’ fleet travelled 200k miles p.a. and produced 68 tonnes of CO$_2$ annually. The Review provided a number of recommendations related to fleet management, and operational and environment performance.

Although fleet issues are largely being addressed outside of the travel plan, it is recommended that good links are maintained with those leading on fleet aspects.
HEADINGTON CAMPUS: Key Findings

This section presents key findings from the audit undertaken at the Headington Campus (Headington Hill and Gipsy Lane sites). It should be noted that the audit coincided with significant building work being undertaken as part of site redevelopment and it is likely that some of the points raised during the audit will be addressed as part of development work.

Site Location

Headington is Oxford Brookes University’s main campus. It is located approximately one mile east of Oxford city centre, at the top of Headington Hill. It comprises the Gipsy Lane site on the south side of London Road, and the Headington Hill site on the north side. There is a wide range of shops and services less than half a mile from the site in Headington, including banks, a supermarket and a post office. The Students’ Union also runs on-campus stores selling food, drink and stationery. There is also a bookshop on the Gipsy Lane site, as well as a branch of NatWest bank which includes cashpoint machines. A cashpoint machine is also available at Headington Hill. Other facilities available to students on-site include restaurant/ café facilities, a medical centre and a dentist’s surgery.

There are several halls of residence near to the Headington Campus:

- **Cheney Student Village** immediately adjacent to the Headington Campus, 750 rooms
- **Clive Booth Hall and Clive Booth non-ensuite** (formerly Morrell Hall), half a mile from Headington Campus, 1192 rooms and 12 family units
- **Cotuit Hall** 0.25 miles from Headington Campus, 102 rooms
- **Warneford Hall**, 0.25 miles from Headington Campus, 252 rooms
- **Paul Kent Hall**, 1.5 miles from Headington Campus, 242 rooms
- **Crescent Hall**, 2 miles from Headington Campus, 306 rooms

Figure 3.1 provides a detailed map of the Headington site. Cycle parking areas, disabled parking spaces and Brookes Bus stops are shown in Figure 3.2 - which also shows the location of the School of Health and Social Care site (SHSC), located on Marston Road to the north of Headington Campus.
FIGURE 3.1 HEADINGTON CAMPUS MAP
Vehicular Access to the Campus

Vehicular access to the Gipsy Lane site is via two separate entry points from Gipsy Lane (see Photo 3.1) whilst the Headington Hill site is accessed from London Road. Security guards control access to both sites, with barriers also in place at the entrance to the Gipsy Lane car parks.

The A420, Headington Road (the name of the road changes to London Road just before Headington), runs west-east from Oxford city centre to the A40. The A40 provides links to the M40, which offers good access to London, the South East and the Midlands. The University's Wheatley Campus is located off the A40.
On-Site Car Parking

Gipsy Lane Campus has parking spaces in two main locations: the staff car park at the southern end of the site and the main car park next to the main entrance. There are also a few spaces in front of the Fuller building, near the on-campus bus stops. The bollards on the edge of the pavement next to the Fuller building suggest that there have previously been problems with informal parking in this area.

The Headington Hill Campus has several separate parking areas including:

- a parking area immediately to the left of the main entrance, between the Gate House and the Helena Kennedy Centre;
- a staff car park to the right of the main entrance, in front of the Richard Hamilton building; and
- two parking areas near Headington Hill Hall: one in front of the building and a staff car park at the north end of the site, east of Headington Hill Hall.

The quality of parking provision on the campus is fairly good although signage for vehicles is variable. Parking spaces are surfaced and marked, although in some areas the markings are worn (Photo 3.2). The parking areas are covered by CCTV.
The Masterplan for the Headington site includes the consolidation of car parking to the southern edge of the site. The number of parking spaces will be maintained at the current level and the new parking area will be landscaped to minimise visual impact. These changes will be implemented in the next five to ten years.

**On-street Parking**

Parking is not possible in the immediate vicinity of the Headington Hill site as there are double yellow lines along both sides of London Road and along Gipsy Lane. However, parking is permitted along Cheney Lane and Warneford Lane and during term time Cheney Lane is normally full of parked cars well before the start of morning lectures. Several respondents to the travel survey expressed concerns that many of the vehicles parked here appear to belong to students living in the nearby halls of residence (Cheney Village). There have recently been a number of complaints from local residents in the local press relating to issues associated with on-street parking around the Headington Campus and in the wider East Oxford area.

**Existing Parking Management**

Headington Campus operates an eligibility-based parking policy for staff, which excludes those living within three miles of Headington Campus from having a parking permit (unless they have exceptional needs e.g. childcare responsibilities or essential operational needs). Salary-related parking charges apply (see Table 3.1), with those earning up to £15,000 paying a fee of £11.50. The purchase of a parking permit constitutes a ‘permit to hunt’ for a parking space, but does not guarantee a space. Parking income is ring-fenced for sustainable travel initiatives.

Students are not allowed to park on-site unless they can provide evidence of a medical need.
TABLE 3.1 PARKING CHARGES FOR STAFF AT HEADINGTON CAMPUS

<table>
<thead>
<tr>
<th>Annual salary</th>
<th>Charge for an annual permit</th>
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<tr>
<td>£15,001 to £20,000</td>
<td>£46 per annum</td>
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<tr>
<td>£20,001 to £25,000</td>
<td>£57.50 per annum</td>
</tr>
<tr>
<td>£25,001 to £30,000</td>
<td>£69 per annum</td>
</tr>
<tr>
<td>£30,001 to £35,000</td>
<td>£80.50 per annum</td>
</tr>
<tr>
<td>£35,001 to £40,000</td>
<td>£92 per annum</td>
</tr>
<tr>
<td>£40,001 to £45,000</td>
<td>£103.50 per annum</td>
</tr>
<tr>
<td>£45,001 to £50,000</td>
<td>£115 per annum</td>
</tr>
<tr>
<td>£50,001 to £55,000</td>
<td>£126.50 per annum</td>
</tr>
</tbody>
</table>

Pedestrian Access and Facilities

Pedestrian Access to and between Sites at Headington Campus

In addition to the main entrances which are shared with motorised traffic and cyclists, pedestrians can access the Gipsy Lane site via a footpath from the Sports Centre, and from Cheney Lane along an alternative footpath. There is also a pedestrian entrance from London Road (between the Buckley building and the Media Centre), and from Gipsy Lane, near to the Library.

The Headington Hill site also has various pedestrian access points, including two pedestrian-only entrances next to the Richard Hamilton Building, and an access at the top of Headington Hill Park. In addition, pedestrians can access the site by crossing the footbridge by the Sports Centre or via the main entrance on London Road, where the access is shared with vehicles and cyclists. A pedestrian route starting near the London Road end of Pullens Lane connects the site to the Clive Booth halls of residence and the SHSC.

Photo 3.3: Pedestrian access by the Richard Hamilton building
External Footpaths

There are continuous pavements on both sides of Gipsy Lane and London Road with two pedestrian crossing points provided in the vicinity of the campus (see Figure 3.1). Both crossings are signal-controlled.

Pullens Lane runs along the eastern edge of the Headington Hill site, connecting the Headington Campus to Cotuit Hall. It is a private road with no vehicular access, and is well used by students. However, students are discouraged from walking alone along this route – there have previously been ‘incidents’ along this route although none have been reported recently.

The walking route from the Headington Hill site to the Clive Booth halls and SHSC has, in places, poor visibility and lighting levels, which can make the route feel unsafe particularly during hours of darkness. The signage for this route was also assessed during the site audit. A summary is included in Chapter 5, which details findings from the site audit for SHSC.

Health Walks

Four walking routes to the Headington Campus have been identified through the Walk to Work: Health Walk Scheme, with some promotional signing along the routes (Photo 3.4). These comprise:

- Crescent Hall to Headington Campus (via Paul Kent Hall)
- Donnington Bridge to Headington Campus
- Oxford Rail Station to Headington Campus
- Thornhill Park and Ride to Headington Campus (via Windmill Road Shopping Parade)

Printable pdf maps and detailed instructions, along with calorie calculations, are available on the travel pages of Oxford Brookes website. Hard copies are also available from the main reception at Gipsy Lane.

The University has also produced a Headington Health Walk guide detailing a 40-minute walk in the area surrounding the campus, with a map and instructions, as well as calorie calculations and details about local history and wildlife. Similar walks have been designed for the Harcourt Hill and Wheatley Campuses.
Pedestrian Routes on Campus

The quality of pedestrian routes on the Headington Campus is variable. Whilst many of the existing footpaths are pleasant and of a high quality, there are places - especially near the car parking areas - where there are gaps in pedestrian provision. Particular areas identified during the audit which could be improved include:

- **The junction of Headington Hill Hall access road/Staff car park/road to Drama Studio:** There is no pavement on the eastern side of the road, with entrances to the car park and the drama studio.

- **The footpath from the Sports Centre to the Gipsy Lane site (this is on land owned by Cheney School):** The footpath connecting the Sports Centre with the Gipsy Lane site runs along the edge of sports field and is in places relatively narrow with poor visibility due to overgrown vegetation. This could lead to conflicts as the path is used by cyclists. There is a sign located at one point along the length of the path stating ‘No Cycling’ although this is poorly positioned (not directly facing cyclists/pedestrians) and easily missed (Photo 3.5). It is also unclear whether the sign relates to the playing field generally, or the footpath. There are no ‘No Cycling’ signs located at the start of the footpath. The path is surfaced, but the surfacing is in poor condition in places. An informal path has formed where people cut across the field (Photo 3.6).

- **The on-site bus stop at Gipsy Lane:** There is no pavement leading to the bus stop through the car park. With cars currently parked on both sides of the road, the area feels unsafe to the pedestrian with a feeling that the car has priority (Photo 3.7).
Photo 3.5: Sign near footpath between Sports Centre and Gipsy Lane Campus. It is unclear whether the sign relates to no cycling on the footpath or on the playing field itself.

Photo 3.6: Footpath from Sports Centre to Gipsy Lane Campus – informal path next to existing surfaced path indicating pedestrian desire line

Photo 3.7: Pedestrian route from main entrance at Gipsy Lane to on-campus bus stop

The Masterplan redevelopment work will address some of the pedestrian access issues identified during the site audit. A new pedestrian entrance to the Gipsy Lane site will be created, located closer to the Headington Hill site, directly opposite the pedestrian crossing on London Road. Pedestrian access will also be improved at the main entrance to the Headington Hill site, with a
separate access for pedestrians. The relocation of car parking at Gipsy Lane will also allow for better pedestrian (and cyclist) movement.

Public Transport

Bus Routes

The Headington Campus is very well served by a range of bus routes, as indicated in Table 3.1. Services operating along London Road provide excellent links to a range of destinations including the city centre (and rail station); Headington; Wheatley and beyond; and Thornhill Park & Ride.

Cross-city links are provided by Brookes Bus U5 (to Cowley Road and Hollow Way, directly serving Brookes halls of residences in these areas).

### TABLE 3.2 BUS ROUTES SERVING THE HEADINGTON CAMPUS

<table>
<thead>
<tr>
<th>Service Number</th>
<th>Destinations Served</th>
<th>Operator</th>
<th>Minutes between buses (Mon to Fri daytime)</th>
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</thead>
<tbody>
<tr>
<td>U1</td>
<td>City Centre/ Wheatley Campus/ Harcourt Hill</td>
<td>Brookes Bus</td>
<td>20 (not all serve Harcourt Hill)</td>
</tr>
<tr>
<td>400</td>
<td>Thornhill Park &amp; Ride/ City Centre/ Seacourt Park &amp; Ride</td>
<td>Oxford Bus Company</td>
<td>10-12</td>
</tr>
<tr>
<td>7/7C</td>
<td>City Centre/ Headington/ Barton</td>
<td>Stagecoach</td>
<td>7-8</td>
</tr>
<tr>
<td>8/8A</td>
<td>City Centre/ Headington/ Barton</td>
<td>Oxford Bus Company</td>
<td>6-7</td>
</tr>
<tr>
<td>U5</td>
<td>Cowley Rd/ Hollow Way/ Wood Farm</td>
<td>Brookes Bus</td>
<td>20</td>
</tr>
<tr>
<td>280</td>
<td>Aylesbury, Haddenham, Thame, Wheatley</td>
<td>Arriva</td>
<td>30</td>
</tr>
</tbody>
</table>

Waiting Facilities

There are six bus stops located on/close to the Headington Campus (see Figure 3.2):

- one bus stop located on the Gipsy Lane Campus: served by routes U4/U5 to Paul Kent and Crescent Halls;
- one bus stop located on Gipsy Lane immediately outside the Campus – served by routes U4/U5 to Marston Road, including the SHSC;
- two city centre bound bus stops located on London Road served by Brookes Bus services and a range of non-Brookes services; and
- two London Road bus stops served by buses bound for Headington and beyond (Brookes Bus and non-Brookes services) – including coach services to London and airport services.
All bus stops are covered although the condition of the stops is varied. Whilst the on-campus stops are reasonably tidy (although with some fly-posting – Photo 3.8), the London Road stops have scratches and graffiti on the walls and, on the site audit day, had litter on the ground in and around the shelters (Photo 3.9). The Capital Projects Team do however, have plans for undertaking bus stop improvements.

Whilst all stops displayed timetables this was not always up-to-date, for example semester timetables were displayed during the summer vacation with no holiday timetables provided.

Photo 3.8: The on-campus bus stop at the Gipsy Lane site

Photo 3.9: Litter inside a bus shelter on London Road

Cycling

Access to Sites

Dedicated cycle lanes are provided along London Road and Warneford Lane. Cyclists can also ride along Pullens Lane to access Cotuit Hall.

Cyclists were observed accessing the Gipsy Lane site from the direction of
the Sports Centre and Cheney Lane along the footpaths, although signage suggests that cyclists should not use the path leading to the Sports Centre (see paragraph 3.22). Conflicts between pedestrians and cyclists on the path from Cheney Lane (adjacent to Cheney School) can occur, and the cars parked in Cheney Lane cause an obstruction to cyclists using this route.

Cycle access for Headington Hill Hall is via the main entrance on London Road (shared with vehicles) or via the footbridge from the Sports Centre. The two entrance points off Cuckoo Lane are pedestrian-only access since they lead directly to steps (see Photo 3.3).

Cyclists accessing Cheney Village and the Sports Centre and beyond, from Cheney Lane are partially ‘aided’ by a dropped kerb to negotiate the security barrier (Photo 3.10). However, manoeuvring around the barrier is awkward and could be improved to provide better access.

![Photo 3.10](image)

*Photo 3.10: Despite the dropped kerb, negotiation of the barrier is difficult for cyclists.*

**On the Campus**

Cycling around the campus is sometimes difficult because there are no segregated cycle routes inside the site and the pedestrian routes get very busy during term time (Photo 3.11). The new ramp by the Tonge building is an example of one area highlighted as being too narrow for a cyclist and pedestrian to pass comfortably, yet this is the only means of accessing the front of the building.
Photo 3.11: Cyclist and pedestrian conflicts at the Gipsy Lane site; cyclists should not be cycling in this area.

Cycle Parking

Locations of cycle parking are shown in the ‘Useful Stuff’ maps for Gipsy Lane (Figure 3.3) and Headington Hill sites (Figure 3.4). According to the bicycle parking count carried out by Oxford Brookes at the end of 2007, there are 808 bicycle parking spaces (404 double racks) on the Gipsy Lane Campus and 104 spaces (52 double racks) on the Headington Hill site. The parking comprises mainly clusters of uncovered Sheffield stands dotted around the campus (Photos 3.12 to 3.15). In addition, there are 56 spaces (28 double racks) next to the Sports Centre.

Most of the cycle parking areas are conveniently located near building entrances, and therefore lit and covered by CCTV. There are also several lockable bicycle containers (‘Byke Bins’) at various locations around the site which are allocated each year to staff and students based on their distance and frequency of travel to the campus by bike. A £20 returnable deposit is payable for each of the bins. It should be noted however, that some areas of cycle parking, such as that by Headington Hill Hall, are of poor quality and are uncovered (Photo 3.15).
FIGURE 3.3  GIPSY LANE 'USEFUL STUFF' MAP SHOWING CYCLE PARKING
LOCATIONS AND OTHER ON-SITE FACILITIES

The Useful Stuff Map
HEADINGTON CAMPUS: GIPSY LANE (GIP)

KEY:
1. Food & Drink
   (not organic foot)
2. Cafe
3. Sandwiches & Drinks
4. Snack & Drinks
5. Water Dispenser
6. Telephone
7. Postbox
8. Disabled Access
9. Disabled Toilets
10. Disabled Parking
11. Lift
12. Bike Rack
13. Bike Storage (225 per year)
14. Recycling
15. Bank/ATM
16. Cash Point
17. Post Office
18. Newspaper (access in
   Campus, Garages & Health Centre)
19. Medical Centre
20. Student Union Shop
21. Muslim Prayer Room
22. Japanese Room
23. Start of Health Walk
24. Blocksmith's Bookshop
25. London Services
26. Airport Services
27. 400 Park & Ride
28. To Headington shops: Post Office, banks, supermarkets
29. Path to Sports Centre and Clarendon Student Village
30. Path to City Centre

Designed by Media Workshop for Anne Amvon, University Health Visitor (67/56)
FIGURE 3.4 HEADINGTON HILL ‘USEFUL STUFF’ MAP SHOWING CYCLE PARKING LOCATIONS AND OTHER FACILITIES

The Useful Stuff Map
HEADINGTON CAMPUS: HEADINGTON HILL (HDH)

KEY:
- Food & Drink
- Cold Drinks
- Sandwiches & Drinks
- Snacks & Drinks
- Hot Drinks
- Free Water
- Water Dispenser
- Telephone
- Postbox
- Toilets (available on other floors)
- Disabled Toilets
- Disabled Parking
- Ramp
- Lift
- Bike Racks
- Bike Storage (available @ £25 per year)
- Lockers
- Recycling
- Photocopiers
- Photo Booth
- Bank/Cash Point
- Bar
- TV
- Pool
- Students’ Union Shop
- Student Services Advice Information, Financial Aid
- Drama Studio
- HELENA KENNEDY STUDENT CENTRE
- HK Teaching Rooms
- HEADINGTON HILL HALL
- HELEN KENNEDY STUDENT CENTRE
- HEADINGTON HILL HALL
- SECURITY AND SAFETY SERVICES
- SAMS STAFF CAR PARK
- To Health and Social Care Campus via Mansfield Road and John Street Lane
- To City Centre
- To Health and Social Care Campus via John Street Lane and Mansfield Road
- Link Walk
- Walking access to Warden Hill
- olive Booth Hall and Social Care Campus (via John Street Lane)
- Access to Cotil Hall
- PULLENS LANE
- RICHARD HAMILTON BUILDING
- Cuckoo Lane
- Gatehouse
- Gipsy Lane Site

designed by Media Workshop for Anna Hiles
University Health Visitor (07.96)
Photo 3.12: Bicycle containers by Gipsy Lane main entrance

Photo 3.13: Covered and uncovered bicycle stands next to Buckley building

Photo 3.14: Cycle parking area on the Headington Hill site, next to Helena Kennedy Centre
Other Facilities for Cyclists

Shower facilities are provided by the main hall at Gipsy Lane, although there are no lockers available for the storage of equipment. There are also showers in the Sports Centre for use by staff and students.

A ‘Bike Doctor’ surgery providing free on-site cycle maintenance is held at the Gipsy Lane site outside the Gibbs building every Tuesday during term time, between 10am and 4pm.

Motorcycling

There are 22 dedicated motorcycle parking spaces at the Headington Campus, located near the main entrance to Gipsy Lane, next to the library entrance. However, these are uncovered and there is no signage associated with this. On the audit day two scooters were observed parked informally on the edges of the car parking areas or in cycle parking areas at the campus (Photo 3.16).
Information and Signage

Travel and transport information provision on campus is of variable quality. Whilst there are clear campus maps on site (Photo 3.17) and on the university’s website, cycle parking is, for example, poorly signposted on campus. In addition, there is no uniform style for directional signs (Photos 3.18 and 3.19), and some of the signage is very dated and worn in appearance. In places, signs also seem to be taller than standards require – and could be missed by pedestrians.

Travel information leaflets, with bus route and timetable information, are available at the main reception at the Gipsy Lane site.

Photo 3.16: Motorcycle parked in cycle parking area next to Fuller building

Photo 3.17: A map of the campus next to Gibbs building, showing bicycle parking and disabled parking areas
Photos 3.18/3.19: Different styles of signage at the Gipsy Lane site
HARCOURT HILL CAMPUS: Key Findings

Site Location

The Harcourt Hill Campus is located on the western edge of Oxford just under three and a half miles from the city centre. The campus is situated in a semi-rural environment at the top of the long and winding Harcourt Hill, off the Southern By-pass section of the A34. The A34 itself passes Oxford on the western side, continuing to Bicester and the M40 in the north and Newbury, Winchester and the M4 in the south. There is one shop on site selling food, drink and stationery. Food and drinks can also be bought from kiosks and the canteen. The nearest services, including a post office and a supermarket, are in Botley, approximately one mile north of the site.

There are several buildings with residential accommodation for students within the campus area, comprising 400 rooms in all. These are mainly set around pedestrianised courtyards and do not have associated parking areas apart from disabled parking spaces located on roads near these buildings.

Figure 4.1 provides a detailed map of the Harcourt Hill site showing the locations of disabled parking areas and the Brookes Bus stop.

FIGURE 4.1 DETAILED MAP OF HARCOURT HILL CAMPUS
Vehicular Access to the Campus

There are four vehicular access points to the campus off of Harcourt Hill with barriers controlling vehicular access to the visitor and staff car parks near the main entrance.

On-Site Car Parking

There are three main parking areas on the site:

- A visitor car park near the main entrance;
- A staff car park near the main entrance; and
- A large car parking area next to the sports centre sub-divided into student and sports centre user areas.

There are also some parking spaces next to the M building towards the rear of the campus and a few additional parking spaces scattered around the site.

The quality of parking provision and vehicular signage on the campus is variable. The staff and visitor car parks near the main entrance are well signposted (Photo 4.1), and the surface and markings in these two areas are in good condition. The two linked parking areas next to the sports centre are not of such high quality – the token operated visitor parking area on the right is not surfaced (Photo 4.2), and has poor instructions and signage about the token system. The car parking area next to M building is not signed at all, and the surface and markings are rather worn. All parking areas are covered by CCTV.

*Photo 4.1: Signage at the entrance to visitor car park*
On-Street Parking

On-street parking is not possible in the immediate vicinity of the Campus as there are double yellow lines on both sides of Harcourt Hill (Photo 4.3).

Existing Parking Management

Staff members driving to the Harcourt Hill Campus are charged according to salary, at a 20% discount on the Headington Campus rates (Table 3.1). For example, a staff member earning between £15,001 and £20,000 per year would pay a discounted price of £36.80 for an annual parking permit, with staff earning up to £15,000 paying £9.20. The discount is given in acknowledgement of the more limited alternative options to driving to work at Harcourt Hill.
Students taught at Harcourt Hill may apply for a permit to park on the Campus for an annual fee of £46.50. There is no parking for students living at Harcourt Hill except for PGCE students.

Pedestrian Access and Facilities

Pedestrian Access to the Site

Pedestrians access the Harcourt Hill site at the same points as vehicles, with no pedestrian-only entrances to the site. The pavement on Harcourt Hill is not continuous and, where it does exist, is in poor condition in places (Photo 4.4).

A footpath to the Botley Road shops and services from the back of the Sports Centre car park is marked on the Harcourt Hill Campus map (Figure 4.2), but this path was not obvious and is not signposted.

Photo 4.4: Poor road surface and markings on Harcourt Hill – no pavements

Pedestrian Routes on Campus

Once on campus the quality of pedestrian routes is variable. Between the university buildings and along the eastern edge of the site, most pedestrian routes are well designed, pleasant and in good condition. Many of the routes between the academic buildings are pedestrianised and lighting is installed along the edges of the paths.

However, routes to the Sports Centre are not particularly pedestrian-friendly with intermittent footpaths provided, and issues with inadequate lighting in places. Particular areas where improvements to pedestrian facilities were identified include:

- Upper end of Campus/around Student Parking and through to Botley: footpath quality, lighting and signage could be much better in this area.
• **The junction near the sports centre, and the access road leading to the main campus area from the sports centre:** There is no pedestrian crossing or pavement on either side of this junction. The road is signposted as a pedestrian route to the campus, but pedestrians are forced to walk on the road, sharing the space with vehicles (Photo 4.5).

• **Harcourt Hill and entrances to the site:** The lack of pedestrian facilities, including pedestrian crossings, continuous walking routes along Harcourt Hill and pedestrian-only access points to the campus create a feeling that cars have priority in this area (Photo 4.6).

• **The pedestrian crossing between the staff and visitor car parks:** The markings here are worn (Photo 4.7).

*Photo 4.5: Road signed as pedestrian route to campus from the sports centre, with no pavements.*

*Photo 4.6: Harcourt Hill – discontinuous pavements*
As with other campuses, the University has produced a Harcourt Hill Health Walk guide detailing a 40-minute walk in the area surrounding the campus, with a map and instructions, as well as calorie calculations and details about local history and wildlife.

Public Transport

Bus Routes (including Rail Station Links)

The U1 Brookes Bus route operates between Harcourt Hill and Wheatley Campuses, (via Oxford city centre and Headington) with a service frequency of two buses per hour throughout the year, except for Sundays during holidays, when buses only run once an hour. The X30 and 100 routes stop approximately 1.5 miles from Harcourt Hill, past the junction of A34 and B4044 (West Way). The X30 continues along West Way past Botley, and bus service 100 continues west to Witney and Eynsham.

Waiting Facilities

There is one Brookes Bus stop at the Harcourt Hill Campus – the terminus stop of the U1 with no other bus routes serving the campus directly. The bus stop is covered and conveniently located near the main entrance (Photo 4.8). The bus stop is in good condition and a timetable is displayed inside the shelter.
Cycling

Access to Site

The only access route for cyclists is via Harcourt Hill. This road has no dedicated cycle lane and, being a long and relatively steep hill, is a challenging route. The road/path up Harcourt Hill is also poorly maintained in places and some cyclists choose to cycle on the footpath.

There are no National Cycle Network (NCN) or other signed cycle routes leading to the site. The NCN traffic-free route number 57 (running from the Oxford direction towards Harcourt Hill) stops approximately one mile from the site. Cyclists share entrances to the site with pedestrians and motorised traffic and there are no signed or segregated cycle routes within the campus area.

Cycle Parking

According to the bicycle parking count carried out by the University, there are 217 cycle parking spaces on the Harcourt Hill site (including 8 double racks and 209 single racks). These are primarily located in two main areas: behind the K building and behind the bus stop near the main entrance. In addition, there are six bicycle containers in the area behind the bus stop. The cycle parking locations (excluding bike bins) are shown in the ‘Useful Stuff’ map for Harcourt Hill Campus (Figure 4.2).
The quality of cycle parking could be improved. For example, the area nearest to the main entrance (behind the bus stop) has randomly placed metal racks which are not fixed to the ground and which do not support the frame of the bike (Photo 4.9). The area is lit but does not have CCTV and the racks are not covered. The racks at the back of K building are rusty, and covered by a corrugated iron roof, which is damaged at one edge. There is no CCTV. There are however six good quality bike bins provided on the site.

There is no signage to the cycle parking areas on campus and the cycle parking areas are not marked on the on-site maps of the campus area or on the map available on the internet (Figure 4.1).
Other Facilities for Cyclists

Showers are provided on the Ground Floor of F Block. There are also showers and lockers in the sports centre at Harcourt Hill. The lockers are available for anyone using the site for a £1 returnable deposit. There is no system currently in place for cyclists to use the showers only without having to pay for the use of the gym. One-off use of the gym costs £5.

Motorcycling

There are two dedicated motorcycle parking spaces in the staff car park. There is no other dedicated motorcycle parking on the site.

Information and Signage

Travel and transport information provision on the campus is of variable quality. There are clear campus maps on site and on the university’s website although the online campus map is somewhat misleading in the way the footpath to Botley shops is depicted. The style of signage to the academic buildings is generally uniform and clear although there is some inconsistency in the style of pedestrian route signage. Cycle parking areas and cycle routes are not signposted at all on campus. The routes to the Sports Centre are not clearly signed.
SCHOOL OF HEALTH & SOCIAL CARE: Key Findings

Site Location

The SHSC is located to the east of Marston Road, approximately one mile north of the junction with Headington Road. The John Radcliffe Hospital, with which the School has close links, is located approximately seven hundred yards to the east of the site.

Unlike other Oxford Brookes sites, there is no residential accommodation at the SHSC. The nearest residential halls are the Clive Booth Halls approximately three hundred yards to the south of the site.

Figure 5.1 shows the recommended walking route to the site from Headington Campus, and the cycle parking locations at the SHSC site (excluding the bike bins).

FIGURE 5.1 SHSC - PEDESTRIAN ACCESS AND CYCLE PARKING LOCATIONS

Vehicular Access to the Campus

Access to SHSC’s staff car park is from Jack Straw’s Lane, whilst visitors, deliveries and disabled drivers can access the site via Harberton Mead.
On-Site Parking

Parking access is controlled by an automatic barrier. The condition of the surface and markings in this area is good (Photo 5.1). However, signage could be improved as the area is not clearly labelled as staff parking.

Photo 5.1: Staff parking area at SHSC

Due to construction work on the adjacent plot of land, there was no vehicular access to the main entrance at the time of the audit with no signage to guide visitors or disabled drivers. However, this may be a temporary issue.

On-street Parking

The existing SHSC Sustainable Travel Plan from 2007 includes information about issues with parking on the streets surrounding the site. It states that according to the DVLA checks on car registration numbers, which take place at least every semester, Oxford Brookes students have not made a significant contribution to parking in the area. Oxfordshire County Council converted the surrounding roads into a Residents’ Parking Area and neither students nor staff can park on roads adjacent to the site.

Existing Parking Management

Parking permits are only available to staff and are charged in relation to salary. The Headington Campus permit charges apply (see paragraph 3.12).

Pedestrian Access and Facilities

Pedestrians can access SHSC using the same routes as vehicles and bicycles. In addition, they can access the building through the main cycle parking area on the eastern side of the building.
Pedestrian routes between Headington and SHSC

A map showing a recommended walking route from the Headington Campus to SHSC has been produced by Oxford Brookes (Figure 5.1). The route was ‘tested’ during the site audit. The route starts from Pullens Lane next to Headington Hill Campus, and runs along the edge of Headington Hill Park past Clive Booth Halls to SHSC via Marston Road.

The route is variable in quality, and signage in particular could be improved (Photos 5.2 to 5.5). The beginning of the route has stretches of poor visibility due to overgrown vegetation. There is no signage, apart from a ‘Footpath’ sign hidden behind overgrown vegetation at the start of the route on Pullens Lane. The beginning of the route (going towards Marston Road) is fenced on either side. The path is surfaced and quite narrow, flanked by Headington Hill Park on one side and allotments on the other. It is lit, and has CCTV coverage for some of the way, but is quite isolated which can make the route feel unsafe, particularly at night. In the past there have been safety issues reported along the route although it is understood that there have not been any incidents reported recently. Students are advised not to use the route at night, and to use the University’s Safety Bus instead. In the past a walking buddy scheme has operated although it is not clear whether this is still in place.

Particular points at which improvement to signage is required include:

- the beginning of the route, at Pullens Lane and on London Road;
- where the path divides into two just above Clive Booth Halls;
- both ends of John Garne Way, near the Clive Booth Halls; and
- Marston Road/Harberton Mead junction.

Photo 5.2: Footpath sign buried in vegetation at Pullens Lane junction
Public Transport

**Bus Routes (including Rail Station Links)**

There are four bus stops near the SHSC on Marston Road: near Jack Straw's Lane junction and next to the Harberton Mead junction. The services stopping at these bus stops include:
- **Oxford Bus Company's route 13** to the city centre and to John Radcliffe Hospital and Northway.
- **Oxford Bus Company's X13** to Abingdon and to John Radcliffe Hospital.
- **Brookes Bus U10** via Marston Road to John Radcliffe Hospital and Headington, continuing to Cowley Road near Brookes halls of residence south of the Gipsy Lane site, and on to Oxford city centre.
- **Brookes Bus U5** which runs a slightly shorter route than U10, starting at Marston and routining via Gipsy Lane Campus, the Headington residential halls and Cowley Road to the city centre.

**Waiting Facilities**

The bus stops on Marston Road are covered and have seating but are poorly maintained (Photo 5.6). Up-to-date timetables are displayed at the stops.

*Photo 5.6: Bus shelter in Marston Road*

**Access to Site**

The National Cycle Network Route number 2 and Oxfordshire Cycleway go past the SHSC along Marston Road with a dedicated cycle lane on the pavement on the eastern side of Marston Road. The National Cycle Path provides a link to the city centre to the west and continues to Elsfield and Beckley to the north. Jack Straws Lane is also a recommended cycle route. There are no segregated cycle routes within the site.

**Cycle Parking**

There are approximately 72 cycle parking spaces (38 double Sheffield stands). These are located to the left of the main entrance on the western side of the building and at the back of the building, next to the canteen. The racks are not covered, but are near entrances and lit. Many of the racks are worn and rusty (Photo 5.7 and 5.8). Locations of the cycle parking areas are shown in the ‘Useful Stuff’ map for the Marston Road site, Figure 5.2. There
are also four bike bins available for staff.

During term time the cycle parking areas are normally full well before the start of the morning lectures. There are several notices on the railings in front of the building warning people not to chain their bicycles to them. This indicates regular shortages of available and secure parking for bicycles at the site (which forces people to park their bicycles informally) or provision of cycle parking in the wrong locations i.e. not close to entrances people want to use. There is no signage on-site to direct people to the cycle parking areas.

Photo 5.7: Cycle parking area on the eastern side of the SHSC building
Photo 5.8: Cycle parking in front of the SHSC building – racks are worn and rusty.

Motorcycling

There are no dedicated motorcycle parking spaces.

Information and Signage

Travel and transport information provision on campus is variable. Copies of the ‘How to get here – Marston Road site maps and directions’ booklet are available at the reception and on the Transport notice board located on the ground floor. An electronic copy of this leaflet is available on SHSC’s website, but not in the ‘How to find us’ section of the Brookes website.

As discussed under walking, pedestrian signage is not clear along the walking route between the SHSC site and Headington Campus. Cycle parking areas and cycle routes are not signposted at all within the site.