

Guildhall School of Music & Drama Green Transport Policy

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Introduction

The Guildhall School of Music & Drama employs 600 members of staff and has 900 students. The School is committed to taking 'steps to reduce the negative impacts of transport use on the environment' as part of its overall Sustainability Policy.

The Estate

The Guildhall School currently consists of four neighbouring buildings: Silk Street, Sundial Court, John Hosier Annexe and Milton Court

Parking is available in the Barbican Centre; there is no parking on site. The School is situated between Barbican and Moorgate underground stations and is close to Liverpool Street mainline station. The overall Public Transport Accessibility level (PTAL) for the Guildhall School Site is 6b, indicative of excellent level of access by public transport.

The Policy

The School's Green Transport Policy supports our Sustainability Policy and our Carbon Reduction Strategy. We recognize our legal and ethical responsibilities to protect and enhance the environment and to promote sustainable and environmentally friendly behaviour. This policy covers both commuting and business travel.

We seek to reduce our carbon emissions either by using a lower carbon mode of transport or by avoiding the need to travel completely. The School aims to encourage staff, students and visitors to travel to the School by the most efficient and environmentally-friendly means available to them.

Our policy objectives for all business travel are as follows:

1. To reduce the use of vehicles to that necessary for core essential business activities and for disabled staff, students or visitors and to ensure that any business travel is conducted by the most environmentally-friendly means;
2. To promote the use of public transport;
3. To promote alternatives to travel wherever possible.

Our policy objectives for all travel to the School are as follows:

4. To promote the use of public transport;
5. To promote the use of bicycles;
6. To promote walking.

Implementation

Business Travel

1. To reduce the use of vehicles to that necessary for core essential business activities and for disabled staff, students or visitors, and to ensure that any business travel is conducted by the most environmentally-friendly means.

- As a central London institution, the School does not have its own parking facilities.
- If any further expansion of the estate is considered, for example, additional residences or relocation of the library, these should be located conveniently to the existing site, with easy walking, cycling or public transport routes.
- The School currently owns one vehicle used primarily for the collection/ transport of musical instruments and theatre props/ costumes (annual mileage less than 2000 miles). When it becomes necessary to replace this vehicle the School will investigate more environmentally-friendly alternatives.

2. To promote the use of public transport

- The School provides interest-free season ticket loans for annual season tickets for staff, and will continue to do so.
- As part of the City of London Corporation, the School works with external agencies to improve public transport links to the site, and is directly involved in planning and transportation consultations which may affect the School's environment.

3. To promote alternatives to travel wherever possible

- The School currently provides options for flexible working for employees, subject to business need, including working from home and flexible working hours to allow peak travel times to be avoided. IT services already support working from home, by ensuring supported access to email and network drives for both students and staff (see the Flexible Working Policy for full details and conditions);
- To ensure that the School's facilities are available for use by students throughout the year, for the benefit of students wishing to remain in London during the vacations (the School is currently closed only on Christmas Day, Boxing Day and during the Easter weekend).
- To continue to offer overseas auditions, whereby air travel by a limited number of staff avoids the need for a considerably larger number of applicants to travel to London.

All travel to/ from School

4. To promote the use of public transport

- By offering clear information about public transport connections on the School's website and the student/ staff app.

5. To promote the use of bicycles

- Through the City of London Cycle to Work scheme;
- By providing bicycle racks at various locations on the School's estate

- By providing storage lockers and changing and shower facilities for staff and students; (From - May 2013)
- By providing information about security, safer cycling and the health benefits of cycling via regular foyer events, e-zine articles and the intranet;
- By operating a Cycle Buddy Scheme for students.

6. To promote walking

- By providing storage lockers and changing and shower facilities for staff and students; Installed May 2013)
- By providing information about planning a walking route, staying safe as a pedestrian, and the health benefits of walking via regular foyer events, e-zine articles and the intranet.
- By operating a Walking Buddy Scheme for students

This policy will be monitored and reviewed by the Sustainability Steering Group and the Operations Board.