

Travel Action Plan

Estates and Facilities
Version: 1.0

Travel Action Plan

Date of last review

05/09/2017

Last reviewed by

Manuel
Carvalho

Target	How to measure?	Actions	Who	By when	Status of the actions	Date of update	Results
1. Achieve increased car-sharing by staff at the next travel survey (>1.7%)	Number of registered car sharers % trips car-sharing - travel survey	Allocate dedicated car share spaces (UoW make them available to all permit holders after 10.00am)	Bryan Carroll Lesley McIvor	2021			The number of registered car-sharers on the parking permit records in December 2015 was 5 (1 in EPT and 4 in WMA). In December's 2015 staff travel survey, 13 people said they regularly car-shared to the University (1.7%).
		Establish a reduced parking charge for registered car-sharers – special high-vis permit, or 2 permits - as part of review (target 3)	Lyndon Brown	2021	ANPR should be configured to allow this.	30/05/2017	
		Help to identify partners in postcode area – advertise car sharers offering or requiring shares on portal; our map of postcode locations (also see Liftshare.com site)	Martin Walton	2021	Liftshare.com can co-ordinate launch, support and provide online apps if funds are available (£8500 for 2 years)	30/05/2017	
		Produce introductory document for car-sharers (sharing costs; trial share period etc)	Martin Walton	2021			
		Agree on get-you-home service for emergencies (e.g. taxi, establish car share “first-aider” list)	Bryan Carroll	2021			

		Publicise benefits, including congestion and pollution reduction, cost savings	Lyndon Brown	2021			
2. Promote sustainable travel initiatives and options to reduce private car usage	% trips made by private car - travel survey	Public transport incentives – possible discounted tickets for bus and rail	Martin Walton	2021	Easit/SWT/Go South Coast have been contacted	30/05/2017	<p>In December's 2015 staff travel survey, 45% of respondents were using their private car as the main mode of transport to commute to the University. A reduction to this percentage is the target to be monitored at the next staff travel survey.</p> <p>In March's 2016 student travel survey, 7.5% of respondents were commuting to the University mainly by car. 30.6% travel between their home address and their term time address by car. A reduction to these percentages is the target to be monitored at the next student travel survey.</p>
		Bike Incentives - free staff bike hire scheme; bike doctor; bike maintenance; bike training; refurbished bike sales	Chris Dunn	Annual	BUGS promotes these events throughout the academic year via its newsletter and Facebook page.	05/09/2017	
		YoBike scheme – meet to discuss issues, support if appropriate	Martin Walton	2017	Launch in Southampton is planned for September 2017. Martin and Manuel met Yobike, the Council, UoS and Southampton Hospital and suggested parking locations around the city that would benefit our staff and students. After discussing the issue with Lyndon, two provisional locations were agreed for parking Yobikes at the University campus: 1- in front of the parking on the left to the spark and 2- next to the cycle racks in front of the library. Yobike parking will be closely monitored and if inadequately used, the cycles will be removed by Yobike. Recurrent issues may cause the parking at the University to be forbidden.	05/09/2017	

		Publicity – information events and launches; competitions and prizes; bike and public transport route maps	Chris Dunn	Annual	BUGS promotes these events throughout the academic year via its newsletter and Facebook page. Bike Doctor took place 29th June 2017. We Are Cycling Alton took place 17 June and 8 July and was promoted in the Facebook page.	05/09/2017	
		Additional sustainable travel promotional events and campaigns.	Martin Walton	2021	Easit and Liftshare both offer assistance with promotion and advice if we sign up with them.	05/09/2017	
		Opportunities for student involvement; projects and surveys; Education for Sustainability	Martin Walton	2021			
		Promote car club membership with an on-site vehicles.	Martin Walton	2021	Ongoing discussions with Enterprise.	05/09/2017	
3. Review car parking policy and charging	% trips made by private car - travel survey	Provide pay & display spaces for occasional uses (EPT + Snt Mary's)	Lyndon Brown	2021			In December's 2015 staff travel survey, 45% of respondents were using their private car to commute to the University.
	Number of licences/ parking spaces ratio	Review misuse by unauthorised people and enforce proper use	Lyndon Brown	2021			In March's 2016 student travel survey, 7.5% of respondents were commuting

		Reclaim spaces freed by car-sharing/ contractors/ unauthorised use and reallocate them as car-share, pool car, cycle or motorcycles spaces	Bryan Carroll	2021			to the University mainly by car. 30.6% travel between their home address and their term time address by car. On March 2016 there were 474 parking permits.
		Find case studies to present to the Solent Parking Group. Several Uni's offer Standard and Pay-as-you-go permits, combined with car share schemes (e.g. https://www.stir.ac.uk/estates/howdoi/carshare/ https://www.york.ac.uk/admin/estates/transport/parking/permits/index.html)	Lesley McIvor	2021			The Travel Plan (July 2016) states that there are 220 parking spaces at EPT campus, 373 at Southampton halls of residences and 291 at WMA campus.
4. Continue to reduce business miles travelled by staff in their own cars	business miles in private cars - staff mileage claims	Free car club membership (via Enterprise) is available	Martin Walton	Annual	Occasional meetings with Enterprise to assess take up of the car club.	05/09/2017	On July 2015, the claimed business miles in private cars and motorbikes was 68 082 miles.
		On-site vehicle may be an option	Lyndon Brown	2021	Ongoing discussions with Enterprise.	05/09/2017	
		Review pool car availability	Lyndon Brown	2021			
		Analyse travel claims for better understanding of when own cars are used.	Claire Bartlet	2021			

5. Continue promotion of health benefits of cycling and walking to improve cycling and walking	% trips cycling/walking - travel survey	Solent Health promotions	Chris Dunn	Annual	BUGS promotes these events throughout the academic year via its newsletter and Facebook page.	05/09/2017	In December's 2015 staff travel survey, 12.6% of respondents were commuting to the University mainly by walking and 10.8% were cycling. In March's 2016 student travel survey, 78.5% of respondents were commuting to the University mainly by walking and 6.1% were cycling.
6. Continue regular liaison with our local travel partners and support events and activities	Number of meetings attended and events participated in	Take part in the Council and Southampton Travel Planners' meeting	Martin Walton	Annual	Last Travel Planners Forum took place on the 02/08/2017 and was attended by Martin Walton.	05/09/2017	
		Support local events - Big Bike Challenge, Sky Ride, Clean Air Day, My Journey...	Martin Walton	2021	The University supported Clean Air Day 2017: Manuel Carvalho sent an email to Green Impact teams promoting sustainable travel and the events taking place around Southampton. The ER team published an article on the portal promoting the event.	05/09/2017	
7. Achieve further measured improvement of cycle facilities	Number of bicycle parking spaces	TBA	Bryan Carroll	2021	If successful, the Yobike scheme will allow users to park their cycles without the need for racks. Yobike suggested funding would be available to improve facilities. Two provisional locations were agreed for parking Yobikes at the University campus.	05/09/2017	The Travel Plan (July 2016) states that there are 232 cycle spaces at EPT campus. Additional spaces are available at the Halls of Residence and other University campuses.
8. Improve provision of travel information for students and staff	Number of events ran	Publicity - information events and launches; competitions and prizes; bike and public transport route maps; Solent Health promotions	Martin Walton Chris Dunn	2021			

9. Undertake staff and student travel surveys at least every 3 years	Surveys completed	Undertake the next staff travel survey in 2018	Martin Walton	2018			
	Number of participants in each survey	Undertake the next student travel survey in 2019	Martin Walton	2019			
		Review comments, opinions, ideas from staff, students and stakeholders	Bryan Carroll SSG	2021			
10. Provide eco-driving training for staff that drive University vehicles	number of staff that received eco-driving training	Identify relevant staff willing to receive eco-driving training.	Lyndon Brown	2021			In November 2015, 5 staff received eco-driving training funded by the city council.
		Ask the city council about eco-driving training opportunities.	Martin Walton	2018			

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