

# TRAVEL PLAN ■ 2017

Updated 08/03/2017



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## 1 INTRODUCTION

### 1.1 Background

At Bath Spa University, we are committed to reducing the impact of our activities on the environment, which is demonstrated publicly by our Environmental Policy:

<https://www.bathspa.ac.uk/about-us/governance/policies/environmental-policy/>

This travel plan directly supports our Environmental Policy via a package of practical measures to encourage and promote sustainable travel choices for staff, students and visitors.

We have operated a travel plan for our Newton Park campus since 2007 and at Sion Hill since 2008 and these travel plans were updated and combined into a single document in 2013.

This document brings together travel information and control measures for all our campuses and student residential accommodation, and includes University-wide SMART targets. It will be updated as and when University operations are extended to new sites.

This Plan both updates and replaces our 2013 travel plan document by including business travel and introducing new and more stretching targets, all of which is presented in a more streamlined, user-friendly format. Here, we set out a forward-thinking strategy to reduce the impacts of our commuting and business-related travel across the university. It will be delivered through short, medium and long term actions and through consultation with staff, students and other stakeholders where necessary.

### 1.2 About Us

Bath Spa currently operates approximately ten teaching sites in and around Bath and one at Corsham, some 15 miles to the East. In addition, we have a new 461 bed residential development in the centre of Bath and control 888 beds at three independent units.

We are also in the process of redeveloping the old Herman Miller factory, an iconic site on the banks of the River Avon in Bath, which is adjacent to the Bristol-Bath cycle path.

Details of all our teaching and residential sites, where to find them and the various travel options available can be found on our website here: <https://www.bathspa.ac.uk/about-us/find-us/>

Our main Newton Park Campus is situated within a historic parkland setting at Newton St Loe, approximately 5km to the West of Bath city centre and part of the estate of the Duchy of Cornwall. All subjects, with the exception of art & design, are taught here and it is where the main administration for the University is located.

Residential accommodation is provided by a number of purpose built units located at the northern and southern ends of the Newton Park campus. On-site accommodation provides a total of 872 student beds.

The University currently controls 888 beds at three independent units on the western side of Bath at Twerton Mill, Waterside Court and Charlton Court under a nomination agreement. A further 461 beds are provided at Green Park House in the centre of Bath, and 43 bedrooms at Bankside House near Sion Hill, both directly managed by the University.

Staff and student numbers registered at our three main campuses are given in Table 1. As can be seen, both student and staff Full time equivalent (FTE) numbers have increased at all three main campuses in every year since 2012/13.

Student numbers registered at both of our main Bath campuses (Newton Park and Sion Hill) increased in 2015/16 compared to 2014/15, Newton Park increasing from 4445 FTE to 4777 FTE, and Sion Hill increasing from 708 FTE to 784 FTE. Some of these students, while registered at Newton Park and Sion Hill, operated for varying lengths of time from our smaller Bath City sites.

The University has grown significantly over recent years with major developments taking place at both the Newton Park and Sion Hill campuses. The University is also currently re-developing the old Herman Miller building on the Locksbrook Rd trading estate, close to Bath city centre, to create an exciting new riverside arts campus.

A separate, detailed travel plan has been developed for Locksbrook Rd, as part of the planning application. Once the refurbishment is complete, the Locksbrook Rd plan will be incorporated into this overall Travel Plan.

**Table 1. Staff and student numbers registered at each of our three main campuses since 2011/12. Not all students registered at each campus would necessarily study at their respective registered location throughout the academic year and some staff work at multiple sites.**

Academic year	Newton Park		Sion Hill		Corsham Court		Total FTE registered at main campuses
	Students FTE	Staff FTE	Students FTE	Staff FTE	Students FTE	Staff FTE	
2011/12	4201	399	681	59	27	23	5390
2012/13	3942	401	639	56	138	20	5196
2013/14	4410	484	703	61	166	22	5846
2014/15	4445	538	708	64	183	23	5961
2015/16	4777	605	784	62	213	25	6466
2016/17	5411	654	804	69	237	32	7207

### **1.3 Scope**

This travel plan covers the whole of Bath Spa University's operations, including our sites in Bath and Corsham, addressing staff and student commuting and business travel.

### **1.4 Objectives**

The objectives of this travel plan are three-fold:

- To manage and minimise the impact of Bath Spa's commuter-related traffic on local road congestion and air quality
- To manage and reduce carbon emissions and their impacts from BSU's commuter and business-related transport, and;
- To manage and plan for future transport and parking provision necessary for our business

### **1.5 Targets**

#### **Objective 1:**

To manage and minimise the impact of Bath Spa's commuter-related traffic on local road congestion and air quality

1. To reduce total commuting-related car journeys by staff and students to below 50,000 per year by 2020 and to maintain this despite continued growth
2. To reduce car journeys to and from Newton Park by students and staff registered here to below 0.4 journeys per head per day by 2020
3. To have at least 50% of bus journeys on low or zero emission vehicles by 2030

#### **Objective 2:**

To manage and reduce carbon emissions and their impacts from Bath Spa's commuter and business-related transport

1. To reduce carbon emissions from business travel by air by 20% by 2025
2. To offset 100% CO<sub>2e</sub> emissions from business travel and overseas student commuting by 2030
3. To reduce total emissions from daily commuting by 20% by 2025 and to below 350 kg CO<sub>2e</sub>/FTE/y by 2025

#### **Objective 3:**

To manage and plan for future transport and parking provision necessary for our business

1. Reduce parking at Newton Park in accordance with our Section 106 condition
2. Increase Public Transport use by 5% by 2020 and 20% by 2025
3. Increase the number of car sharing groups by 20% by 2020, from 60 groups in 2017

## 1.6 Roles and responsibilities

Sponsor:	Richard Jordan
Chair:	Andrew Williams
Corporate liaison:	Rob Armstrong-Haworth
Travel Plan Coordinator:	Julian Greaves
Student representation:	Student Union President Ryan Lucas (2017/18)

## 1.7 Transport Policy

Bath Spa University understands that commuting and business-related travel, while essential for the University's business, has negative impacts from congestion and pollution. At Bath Spa University, we take our sustainability responsibilities seriously and are committed to minimising the health, social and environmental impacts of our travel:

To this end, we undertake to:

- Promote travel to and from the University by non-car modes for students, staff and visitors, and to reduce travel by private car wherever there is a viable alternative
- Reduce business travel by air, where alternatives can be found, and to mitigate unavoidable emissions through socially-positive offsetting schemes that can be integrated into the curriculum to enhance student learning and experience
- Mitigate the environmental impacts of overseas student commuting through socially-positive offsetting
- Develop on-site residential accommodation where feasible and viable to reduce the need for student travel
- Develop off-site residential accommodation only in areas that have high quality links to the University, or where high quality public transport facilities will be provided as part of the development
- Prohibit students (other than those with disabilities) residing in bespoke student accommodation under the control of the University from using a car in connection with their commuting
- To encourage car sharing for those for whom travel by non-car modes is not a practical option
- To provide suitable facilities for cyclists at all sites
- To increase the provision of electric car charging points to all main campuses

This Policy will be reviewed periodically to ensure that it continues to be relevant and fit for purpose.

## 2 Travelling to Bath Spa University

As many of our campuses and teaching sites are situated outside of the city centre, often the most sustainable way to travel to the University is by bus. Due to limited parking at our campuses, Bath Spa University encourages people to use public transport or other sustainable means whenever possible.

Details of how to travel to the University by all modes, including up-to-date bus timetables, are included on our 'how to find us' webpage: [www.bathspa.ac.uk/about-us/how-to-find-us](http://www.bathspa.ac.uk/about-us/how-to-find-us)

In addition to commercial bus services, which the University continually strive to improve via a close working relationship with our local bus service provider, we also run a private inter-campus mini-bus service and a shuttle bus between our overflow car park on the Lower Bristol Road and Newton Park. These private bus services are free for Bath Spa staff and students. There are 7 services per day in each direction between Newton Park and Sion Hill and 9 services in each direction between Newton Park and Combe Down, the timetables for these services can also be found on our 'how to find us' webpage.

At the Newton Park campus there are currently 213 cycle parking spaces provided, along with shower and changing facilities in several locations. A total of 30 cycle spaces are provided at the Sion Hill campus and 58 spaces are planned for the Locksbrook Rd redevelopment, which will also have shower, changing and locker facilities.

The University has a Bike 2 Bath Spa Facebook page, which is updated regularly with relevant information for cyclists: [www.facebook.com/Bike2Bathspa/](https://www.facebook.com/Bike2Bathspa/)

We also have clear terms and conditions to ensure the safety and security of cyclists and non-cyclists alike: [www.bathspa.ac.uk/about-us/governance/policies/bicycle-parking/](http://www.bathspa.ac.uk/about-us/governance/policies/bicycle-parking/)

The University provides an annual financial contribution to the public bike hire company Nextbike in order to provide preferential rates of bike hire for students and staff, which includes a free half hour every time a bike is used. Nextbikes are available to rent 24/7 from stations around Bath, including the Newton Park and Sion Hill campuses, a number of stations in Bath city centre, including one near to Green Park House and in front of the Waterside Court/Charlton Court and also Twerton Mill student residences.

As the bikes can be returned to any Nextbike stand across the city, students may make the journey to or from the Newton Park Campus and leave the bike at their destination. For further information on Nextbikes please visit the website:

<http://www.nextbike.co.uk/en/bath/>

### **3 How We Currently Travel**

Commuting travel trends across all campuses are monitored via annual/bi-annual travel survey questionnaires and by annual spot traffic counts at Newton Park and Sion Hill. The survey questionnaires provide a detailed picture of travel behaviour, distance and mode across the year, while the spot counts help understand the long-term modal split trends and car parking pressure on a given day each year. As such, these data are complementary in helping us build a comprehensive picture of Bath Spa commuter travel choices.

Detailed analytical reports of these surveys are provided to the University by IMA Transport Planning, which are used by the University to measure performance against targets and to help inform future transport-related initiatives.

Business travel is assessed using data captured from our accounts system. Data collected from these methods enable us to understand in detail the impacts of our travel choices on Bath Spa's parking, local road infrastructure and on the wider environment. They also help to inform our policies and mitigation strategies and to understand the efficacy of their implementation.

#### **3.1 Commuting**

Commuting comprises daily travel from home to place of work, student travel to Bath Spa at the beginning and end of term/year and travel between sites. Travel between sites, other than by our inter-campus bus services, is captured from expenses records and is dealt with under business travel.

Overseas student travel from home is captured from student records. UK-based student travel at the beginning and end of term is not yet captured.

Daily commuting data for staff and students are captured from our annual survey questionnaire, and are therefore subject to sampling error. This was particularly the case for the 2015/16 survey, in which only 24% (183) of staff and 5% (378) of students responded, despite substantial incentives.

Of particular interest is the overall carbon impact of travel by different modes and the number of journeys by car to the University, as this impacts upon local pollution, local traffic congestion and Bath Spa's parking.

#### **3.2 Daily commuting to campus**

The annual traffic count undertaken at Newton Park provides a consistent estimation of modal split, which enables a long-term trend of commuter travel mode on a given day each year to be evaluated. As shown in Table 2, the share of commuters travelling by car has decreased from 41.7% in 2011 to 36.3% in 2016, which has been replaced by bus travel. Bus travel has seen a 32% increase over this time.

Single occupancy car journeys as a proportion of total commuting during the traffic count was at its highest in 2012, at 38.2%. This has since decreased to its lowest point during 2015 but did show a small increase to 31% in 2016. As can be seen from Table 2, multiple occupancy car journeys show a general reducing trend. This is of concern as it shows that efforts to encourage car-sharing have not been effective to date.

Table 2. Modal split for commuting at Newton Park calculated from annual traffic count survey.

Year	Bicycle	Motorcycle	Bus	Car Driver			Car Passenger	Total Trips
				Sole	With Passenger	Total		
2011	1.30%	0.60%	42.60%	31.50%	10.30%	41.70%	13.70%	6681
2012	0.50%	0.30%	49.30%	38.20%	5.40%	43.60%	6.30%	4875
2013	1.10%	0.80%	48.90%	33.50%	6.90%	40.40%	8.80%	5875
2014	1.20%	0.40%	47.40%	33.80%	7.60%	41.40%	9.50%	5785
2015	0.90%	0.40%	56.00%	29.80%	6.10%	35.80%	7.00%	6463
2016	1.30%	0.10%	56.20%	31.00%	5.30%	36.30%	6.00%	6435

Modal split of commuting travel choices have not yet been recorded at Sion Hill or Corsham court using a comparable methodology to the Newton Park traffic count. This is because parking is very limited on site at both locations and busses do not enter the campus grounds, which results in an increased proportion of off-campus parking, making such assessment methods difficult and less accurate. However, a survey of staff transport modes at Corsham Court has revealed that 79% of staff drive, 7% of staff walk, 6% cycle, 5% bus and 6% arrive by a combination of train and taxi. In terms of journey numbers across the year, accounting for the variable working patterns, this equates to around 3,560 car journeys or 95% of total staff commuter journeys by car per year.

The travel questionnaire data are less reliable than the spot counts due to the variable return and reliance on memory. However, they do include staff and students from all campuses, enable a staff/student split to be calculated and give a more nuanced picture of overall travel behaviour throughout the year. The questionnaires also enable measures of service satisfaction and future preference to be gauged.

According to these data, the number of car journeys per year for students showed a steady but relatively small increase from 2011/12 to 2014/15, followed by a sharp decrease of around 30% in 2015/16 (Figure 1). This represents an overall drop of around 50,000 road journeys per year, which will have had a positive impact on local pollution and congestion.

This reduction in car journeys was mirrored by an increase in bus travel recorded over the same period (Figure 2). It is thought that this change in travel behaviour is due to a combination of improved bus services and increased parking restrictions.

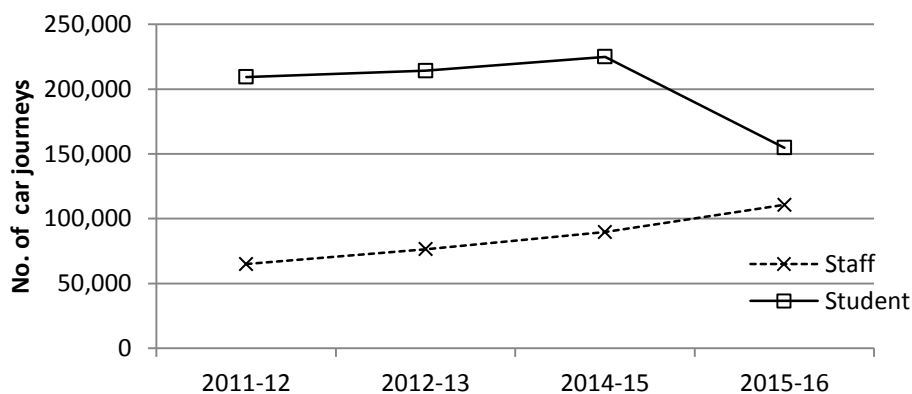


Figure 1. Annual estimated number of car journeys by staff and students to all campuses.

Car travel by staff has continued to increase steadily over this period, as indicated by number of journeys (Figure 1). This closely reflects, but is not entirely explained by, the increase in staff numbers over this period as car journeys per staff FTE also increased from 118 in 2011/12 to 145 in 2015/16 (Table 3).

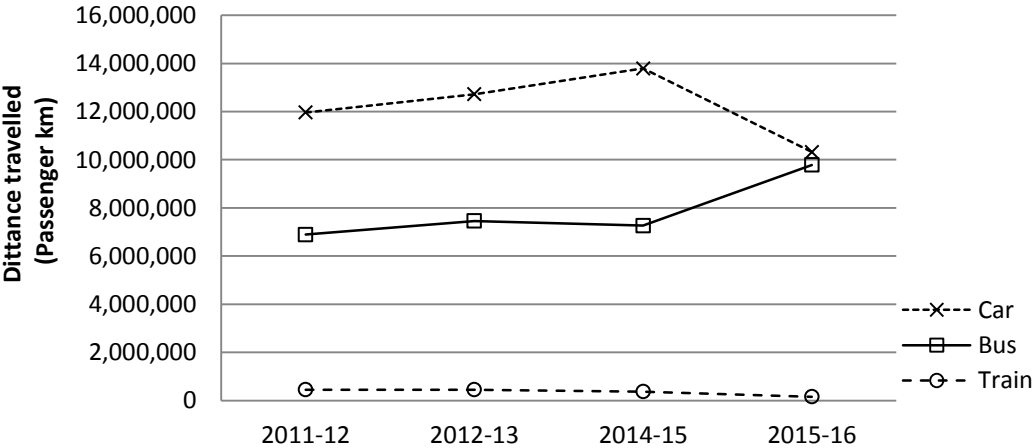
This highlights the inherent difficulties in encouraging staff to travel by more sustainable means to our main Newton Park campus in particular, due to its rural location. The estimated number of staff that regularly drive to campus has increased year on year from 346 in 2011/12 to 530 in 2015/16 and single occupancy driving is by far the most popular choice amongst staff, with less than 17% (c. 70 drivers) routinely sharing their journey.

**Table 3. Estimated annual number of car journeys per FTE, staff and students for all sites.**

Year	Staff car journeys/FTE All campuses	Student car journeys/FTE All campuses
2011-12	118	30
2012-13	127	31
2014-15	128	35
2015-16	145	22

However, due to the large fall in student car use, 2015/16 saw the lowest distance travelled by car since 2011/12, which reduced by approximately 25% or 3.47 million km, in 2015/16 and was matched by a corresponding c. 25% increase in bus travel (Figure 2).

These findings are supported by the traffic count data collected for Newton Park, which indicate an overall drop reducing trend in daily car journeys per FTE of staff and students registered at Newton Park since 2008, from 0.650 journeys per head to 0.461 in 2015. This is largely due to the increased number of students now living at Newton Park.



**Figure 2. Combined students and staff annual daily commuting distance by car, bus and rail 2011/12 – 2015/16.**

Travel to Bath Spa by train is difficult due to the distance of our main campus from Bath rail station, which requires an additional journey, typically taken by taxi or bus. Not surprisingly, commuting by rail forms a very small component of overall commuting and has in fact declined since 2013 (Figure 2).



Annual total CO<sub>2e</sub> emissions from commuting by staff and students increased steadily from 2011/12 to 2014/15, when it peaked at 3,554 tonnes (Table 4). This was matched by a corresponding increase in CO<sub>2e</sub> per FTE, which indicates that an increasing proportion of staff and students were travelling by carbon-intensive means (by car). However, both total emissions and emissions per FTE dropped dramatically in 2015/16, to the lowest level so far recorded.

This suggests that the combination of improved bus services, greater halls capacity at Newton Park and parking-related control measures is having a positive impact on commuting-related CO<sub>2</sub> emissions.

Due to the fluctuation in this parameter since 2011/12, the mean value of the last four years of 3,280 t CO<sub>2e</sub> will be taken as our baseline for measuring future reductions.

**Table 4. Commuting-related CO<sub>2</sub> emissions (tonnes) and emissions per FTE (kg)**

Year	Total commuting emissions (t CO <sub>2e</sub> )	CO <sub>2e</sub> /FTE (kg)
2011-12	3,122	413
2012-13	3,333	439
2014-15	3,554	505
2015-16	3,108	395

### 3.3 Daily Commuting by bicycle and on foot

Cycling and walking are both healthy and sustainable means of commuting that we would like to encourage as much as possible. However, our main campus of Newton Park is a three to four mile walk from most of the student accommodation in Bath and is not close enough to any major conurbations to make walking an easy option for staff or students.

In addition, our Sion Hill campus, as its name suggests, is located on a steep hill and this has always been a significant barrier to cycling.

Walking as a regular means of commuting to campus is low, typically <4% for staff and <7.5% for students (Table 5). Very few respondents walk to Newton Park and most walked journeys happen to and from our Bath City campuses. In general, walking by students appears to be declining in popularity.

**Table 5. Estimated numbers of students and staff that routinely commute by foot and the number of journeys across all campuses**

Year	Staff walkers	Staff walked journeys	Student walkers	Student walked journeys
2011-12	23 – (4.2%)	5,250	513 – (7.3%)	86,228
2012-13	19 – (3.2%)	3,833	523 – (7.5%)	78,667
2014-15	17 – (2.4%)	3,393	384 – (6.1%)	57,783
2015-16	29 – (3.8%)	6,575	377 – (5.3%)	63,368

Cycling is similarly fairly unpopular with only 4.4% of staff and 2.6% of students regularly cycling to campus in 2015/16 (Table 6).

A great deal of work has gone in to improving facilities for cyclists on our main campus and, in partnership with B&NES, a traffic-free route has been established between Newton Park and the Bristol-Bath cycle path. However, this does not appear to have had any measurable positive impact on the number of students or staff willing to enjoy the fresh air and exercise of a morning cycle ride. There is clearly scope for improvement.

**Table 6. Estimated numbers of students and staff that routinely cycle to campus and the number of journeys across all campuses**

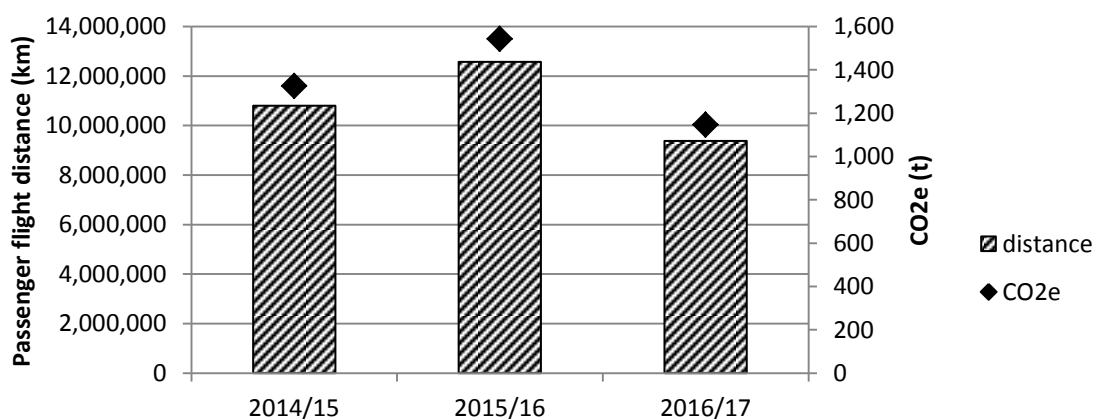
Year	Staff cyclists	Staff cycle journeys	Student cyclists	Student cycle journeys
2011-12	33 – (6.1%)	5,850	202 – (2.9%)	28,284
2012-13	23 – (3.8%)	4,088	151 – (2.2%)	19,008
2014-15	30 – (4.3%)	5,362	141 – (2.2%)	17,738
2015-16	33 – (4.4%)	5,862	188 – (2.6%)	26,264

### 3.4 Overseas student commuting from home

Student commuting from home has not previously been considered as part of Bath Spa’s travel plan. However, we now understand that it forms a significant component of our Scope 3 emissions and so, as a first step to managing this aspect, we have collected data on overseas students traveling to Bath Spa to study for the last three years, in order to set a baseline.

As an organisation committed to developing socially-engaged, global citizens, overseas students form a key component of Bath Spa’s intake. It is considered that travel to the UK to experience our culture is an essential part of the overall learning experience. As such, it is not considered practicable or useful to aim to limit or reduce the travel involved but rather to find ways to mitigate the environmental damage to eventually have a zero-net impact.

In recent years, between 800 and 900 students have attended Bath Spa from overseas annually. Assuming one return flight per student, this amounts to approximately 10 – 12 million passenger air km per year and 1,150 – 1,550 tonnes of CO<sub>2e</sub> emissions (Figure 3). We have assumed one return flight per student as this is the necessary minimum travel distance. Any further trips home during the academic year are considered the student’s own choice and not part of the University’s Scope 3 emissions.



**Figure 3. Overseas student commuting to BSU, assuming one return flight per year. Passenger km (bar) CO<sub>2e</sub> (diamonds).**

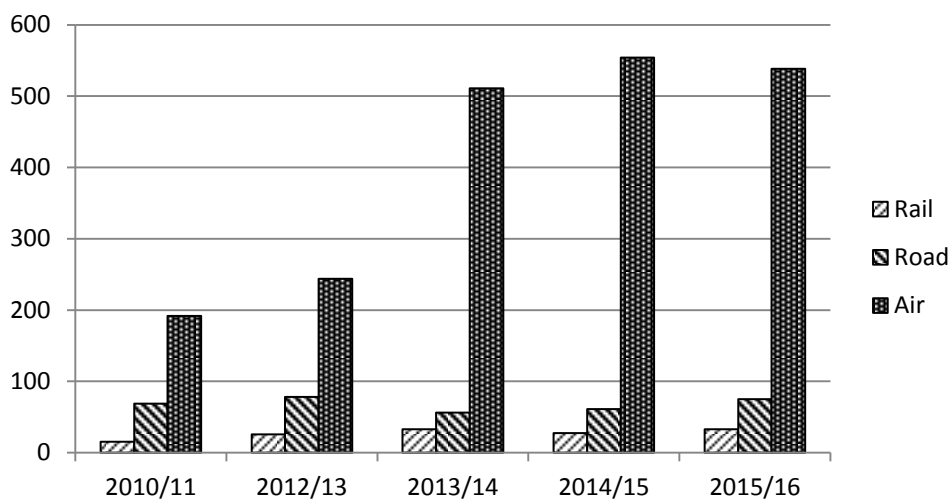
As a starting point, we will adopt a baseline for distance and CO<sub>2e</sub> emissions as the mean of the last three years, which are 11 million km and 1,340 tonnes of CO<sub>2e</sub>. The focus of our activities will be to monitor the distance travelled on an annual basis and to find ways of mitigating the CO<sub>2e</sub> emissions by interventions that are positive to BSU, society and the environment.

The termly commuting by UK students is currently outside the scope of this travel plan but it remains an aspiration to include it. This is a complex issue as ‘home’ students might commute more frequently and by several means, which makes capturing a representative and dataset difficult.

### 3.5 Business travel

Business travel data are collected from our internal accounting system and analysed annually to assess changing patterns and environmental impacts, specifically CO<sub>2</sub> emissions.

Total business travel distance increased from 2.6 million km in 2010/11 to 5.1 million km in 2013/14, largely due to a sharp increase in air travel, and has remained relatively stable since. This resulted in an increase in total business travel-related CO<sub>2</sub> emissions from 276 tonnes in 2010/11 to 646 tonnes in 2015/16 (Figure 4), which reflects a strategic change towards internationalisation of the university.



**Figure 4. Carbon emissions from business travel showing dramatic increase in air travel in 2013/14, which has since remained stable.**

Since overall emissions from business travel have been relatively stable for the last three years, the mean value of 630 tonnes will be adopted as our baseline level, against which, measures to reduce our business travel impacts in the future can be measured. Our focus in the first instance will be to investigate alternatives to UK and overseas travel by air and, along with the impacts of overseas students commuting to Bath Spa from home, we will find ways of mitigating the environmental impacts of business flights, through offsetting mechanisms that fit with our overall vision and strategy.

## **4 Meeting our objectives**

### **4.1 Aims and Objectives**

As presented in section 1.4, our overall aim is to minimise the negative social and environmental impacts of all forms of travel, both locally through reducing congestion and improving air quality and globally by reducing and mitigating CO<sub>2</sub> emissions.

The objectives of this travel plan are three-fold:

- To manage and minimise the impact of Bath Spa's commuter-related traffic on local road congestion and air quality
- To manage and reduce carbon emissions and their impacts from Bath Spa's commuter and business-related transport, and;
- To manage and plan for future transport and parking provision necessary for our business

### **4.2 Targets**

#### **Objective 1:**

1. To reduce total commuting-related car journeys by staff and students to below 50,000 per year
2. To reduce daily car journeys to and from Newton Park by students and staff registered here to below 0.4/day/FTE by 2020
3. To have at least 50% of bus journeys on low or zero emission vehicles by 2030

#### **Objective 2:**

1. To reduce carbon emissions from business travel by air by 20% by 2025
2. To offset 100% CO<sub>2e</sub> emissions from business travel and overseas student commuting by 2030
3. To reduce total emissions from daily commuting by 20% by 2025 and to below 350 kg CO<sub>2e</sub>/FTE/y by 2025

#### **Objective 3:**

1. Reduce parking at Newton Park to 650 by 2020 (Section 106 condition)
2. Increase Public Transport use by 5% by 2020 and 20% by 2025
3. Increase the number of car sharing groups by 20% by 2020, from 60 groups in 2017

### **4.3 Existing car use reduction measures**

Underlying our daily commuting objectives and targets is the aspiration to reduce single-occupancy car journeys to and from our campuses as much as possible. Persuading people to share their morning car-space with a companion has proven difficult to achieve, despite several initiatives that we have tried over recent years.

For several years, we subscribed to an on-line car-sharing service, which was BSU-branded and heavily marketed to staff, through our normal communications pathways and via special events such as car-sharing coffee mornings and speed-dating sessions. Despite what appeared to be excellent take-up, with over 800 registered users, an audit carried out in 2015 showed that only three pairs of registered car-sharers were actually active. This subscription was dropped in favour of an in-house car-sharing initiative, which offered reduced parking fees to pairs or groups of commuters and preferential parking bays.

Despite these and the measures outlined below, the travel survey data do not show any improvement in car-sharing amongst staff, which remains stubbornly low.

#### **4.3.1 Car Parking Charges (All Campuses)**

To discourage the use of single-occupancy car use, The University introduced car parking charges in 2015. On-site parking at our campuses is limited and consequently, parking on the University's campuses is considered a privilege and not a right. Car parking charges are regularly reviewed to ensure that they remain fair but effective. However, there is no evidence as yet that parking charges have been effective in their own right in reducing single-occupancy car journeys. Hence, they will be doubled for staff in 2017 and further increased over the following five years.

Details of the existing parking permit system and charging regime are detailed on our website:

<http://www.bathspa.ac.uk/regulations/parking-terms-and-conditions>

To reduce student commuting by car, a postcode permit ban for Students was introduced in a rolling system. Since the 2016/17 academic year, first, second or third years' living in postcodes BA1 1, BA1 2, BA1 3 and BA2 3 are not able to purchase a parking permit. In addition, students living in University-owned accommodation are not eligible for a parking permit. Blue badge holders are not included in this ban and other exceptions can be allowed in exceptional cases, with each case being considered on merit.

From 1 September 2017 parking permit charges for staff will increase. Annual permits will rise to 0.4% of annual salary and validation permits will cost £20 per year. Daily parking tickets for those people that hold a validation permit will continue to cost £1 per day.

It should be noted that the University does not generate any surplus income from parking permits and does not intend to do so. Any funds generated from parking charges will continue to be used to support alternative transport initiatives and the maintenance of car parking areas. Any money generated from penalty charge notices is used to support student welfare initiatives.

The decision to increase parking permit charges was taken following consultation with staff, trade unions and the Students' Union.

#### **4.3.2 Improving bus services**

Bath Spa maintains a close working relationship with local bus service providers to continually improve and expand bus services wherever feasible. This includes monthly operational meetings.

Measures that have been implemented from these relationships in order to continually improve service include:

- Electronic timetable displays at Bus Stops
- Cashless ticket/permits (via Apps)
- Increased Frequency of buses
- Improved quality of Vehicles

In addition to the commercial bus services, the University provides free inter-campus bus services for students and staff and a shuttle bus from our overflow parking facility on the Lower Bristol Road to Newton Park.

#### **4.3.3 Additional current (2016/17) measures**

In addition to improving the bus services and measures to restrict parking, Bath Spa has for some years implemented a series of University-wide travel and transport that positively encourage sustainable travel modes. These include:

- The promotion of car-sharing amongst staff, including reduced parking rates and preferential car sharing bays;
- Free to use electric car-charging points at Newton Park campus;
- All new students and staff are provided with information regarding sustainable travel, including a city centre and inter-urban bus map, bus timetable, the location of local bus stops, information on cycling routes and facilities and the University's position on sustainable travel;
- Sustainable travel information is available to all on the University's website.
- Public transport information is provided to the public when sending out event information;
- Promoting/incentivising sustainable modes of transport to staff through the Sustainable Travel Interest Free Loan, which provides a loan of up to £1000, repayable over 12 or 18 months, towards the purchase of Bicycles and train and bus season tickets;
- Salary-sacrifice cycle-to-work scheme to assist staff in purchasing a bicycle at reduced cost;
- Free annual subscription to Nextbike cycle scheme for staff and students, including a free first 30 mins on every use. Nextbike docking stations are located at the Newton Park and Sion Hill campuses and adjacent to Bath student accommodation blocks;
- Providing free 'Bike Doctor' sessions to staff and students up to 4 times a year, which are aligned with Travel Awareness days and are supported and promoted by the Students' Union;
- A cyclist repair kit is held at Newton Park Security, which has resources for staff and students to carry out minor repairs on their bikes in case of emergency.
- The University is a member of the Bath Employers Travel Forum, which meets to discuss problems and potential solutions;

Guaranteed lifts home in cases of emergency for those staff who car share.

#### **4.4 Proposed measures**

##### **4.4.1 *Improved cycle facilities***

Cycle facilities have been continually improved at all sites over recent years, and this is continuing with the opening of new dedicated facilities at Newton Park, which include cyclist lockers and drying facilities. Our Locksbrook Rd development is located adjacent to the Bristol-Bath cycle path and we expect that cycling to this campus will be popular. A total of 58 cycle parking spaces will be provided during the renovation, 50 of which will be in a secure, covered facility. Showers and changing facilities are also being designed into the refurbishment.

##### **4.4.2 *Leave your car at home scheme***

We are developing a reward-based incentive scheme to encourage drivers to leave their cars at home by offering a reduction on their following year's parking permit for cycling or walking to work. We are planning to have this in place for the beginning of the 2017/18 academic year and hope to expand it to an app-based system that will include all forms of sustainable travel in the future.

##### **4.4.3 *Electric vehicle charging points***

We have recently increased the number of electric charging points at Newton Park to 18, including chargers for our growing fleet of BSU-owned electric vehicles. Six fast-charge electric charging points will be provided during the refurbishment of Locksbrook Rd, with the provision for additional points to be added as the requirement increases and, during 2018 and 19, we will install charging points at Sion Hill and Corsham Court.

##### **4.4.4 *New cycling information and promotion***

We have commissioned time-lapse videos of the traffic-free cycle routes between our main Bath-area campuses and residential units, which will be available on our web site and social media feeds for staff, students and visitors alike from September 2017.

##### **4.4.5 *Electric bike scheme for staff***

We are developing an electric bike loan scheme for staff, which we aim to be up and running during 2018. Funding has been agreed for the scheme.

##### **4.4.6 *Further extended bus services***

We plan to extend the shuttle-bus services that we currently provide to our park and ride facility on the Lower Bristol Rd to include pick-ups from the Bath Spa railway station. This will follow a staff research process regarding rail-based incentives, which we plan to carry out in 2018.

##### **4.4.7 *Low emission busses***

The University is in discussion with First Bus over the provision of low emission busses on University routes. We accept that this is a long-term aspiration that will be, to a large degree, dependent on First Bus's commercial decisions. However, we will continue to work with First and our local partner organisations, via the Bath Employers Travel Forum, to push for early deployment. The Travel plan will be updated as progress on this issue is made and a more detailed time frame is available.

## 5 Monitoring and reporting

### 5.1 Monitoring

Members of the Transport Group will meet yearly with B&NES Council officers to agree future action by both parties to help achieve the objectives of the travel plan.

The University will monitor and review the success of the travel plan, including progress towards targets, and will report progress to the Environmental Steering Group and B&NES annually.

The University will expand upon its longstanding monitoring programme with the following measures:

- Annual traffic counts at Newton Park (including a week long automatic traffic count), Sion Hill and in future at Locksbrook Rd, to monitor car, bus, cycle and pedestrian movements to the University
- Annual assessment of car parking, including on-site campus parking and on-street parking surveys on the roads surrounding the Locksbrook Road site
- Annual travel surveys of staff and students via on-line questionnaire to assess commuting behaviour and bus user satisfaction
- Annual assessment of staff expenditure and corporate traveller records to monitor business travel
- Annual assessment of overseas student commuting to Bath Spa
- Informal monitoring of usage of cycle parking facilities at all sites

In addition, the University's website will invite comments and criticisms on travel issues.

The University will inform the Council of the results of the monitoring programme. Based on the data collected, if necessary and appropriate, the University will review, together with the Council, the measures contained within this travel plan so as to achieve its stated aims, objectives and targets.

The results of our annual traffic and transport also the bi-annual travel surveys will be made available on our website.

[www.bathspa.ac.uk/about-us/green-focus/](http://www.bathspa.ac.uk/about-us/green-focus/)