

University of Lincoln – Draft Travel Action Plan

General Sustainable Travel

Code	Initiative	Overview	Progress
S1	Initiate annual travel surveys for staff and students	Staff travel survey took place in May 2010. Student Travel Survey to take place in Autumn Term. This will provide a baseline of data which will allow future progress to be measured.	Results from staff survey received. Plan and questions for Student Travel Survey produced
S2	Travel distance assessment	Postcode information from the travel surveys will be assessed to calculate an average staff and student travel distance.	GIS mapping sourced – now need to carry out analysis after student survey
S3	Calculate carbon dioxide emissions associated with staff and student travel	Information on travel distances will be used to estimate annual carbon dioxide emissions. These will be published annually as part of the University's environmental reporting.	This will follow on from S2
S4	Examine opportunities to work with other major employers	The University will examine options to work with other major employers in Lincoln and Lincolnshire on transport issues – such as Siemens, Mouchel, City Council, County Council, and NHS Lincolnshire. This could involve joint lobbying, sharing resources and linking staff.	UoL taken over the administration of the Lincoln Access Group. First meeting held with group
S5	Improved transport information	More detailed information on transport is required for the University's web site and portal pages. This could include improved Campus maps, promotional material, travel route plans and links to the latest transport information.	The new environmental section of the UoL website will include sustainable transport info.
S6	Personal Journey Planning Options	The University will examine the work done by the Department of Transport on Personal Journey Planning, to determine if any of the techniques can be adopted to reduce the number of single occupancy car journeys.	DfT reports collected and reviewed to identify potential opportunities

Cycling Initiatives

Code	Initiative	Overview	Progress
C1	Audit of cycle facilities	An audit of current cycle facilities at each Campus will be undertaken. Identifying cycle storage, lockers, showers etc. The information will be used to identify areas where there are gaps in provision.	Basic information on locations of cycle facilities has been collected
C2	Produce cycle facilities maps	Maps of current cycle facilities will be produced. These will show cycle storage areas, lockers and showers. This will initially focus on the Brayford Campus. Lists of facilities at the other sites will also be produced.	GIS base map produced – now needs details adding
C3	Prioritise improvements in cycle facilities	The information gathered in the audit will be used to draw up a priority list of cycle improvements. This will focus on areas where there is currently insufficient provision of cycle storage stands. Lockers and showers will be medium to long term priorities.	From the initial survey a need for more cycle stands near the GCW Library / LPAC area has been identified
C4	Cyclin bike rental scheme	The University has received funding from Sustrans to develop a cycle loan scheme for students. Bikes can be rented for periods of up to a year at a relatively low cost. The University will develop this to promote cycling and to create a sustainable scheme once the Sustrans funding ends.	Scheme now underway with 69 bikes. First bicycles handed out to students
C5	Cycle to Work scheme	Promotion of the Cycle to Work scheme will continue.	Ongoing – need to investigate how changes in the scheme impact on take up
C6	Promotion of cycling	Opportunities to encourage cycling will be investigated. This could involve led cycle rides, bike recycling, promotions, events as part of healthy campus week etc.	A programme of cycling events has been developed with Sustrans as part of the cyclIN scheme
C7	Cycle storage facilities	Opportunities to increase the amount of cycle storage space will be examined. Particular emphasis will be placed on developing storage facilities in new buildings.	Looking at potential for cycle storage at new Engineering and Arts Buildings. Opportunities for a cycle store in buildings next to Business & Law Building.

C8	Cycle security	The University will aim to increase the amount of secure cycle storage space at its sites and will work with Lincolnshire Police to promote cycle security.	Looking to invite cycle stamping team to Dr Bike maintenance sessions
C9	Showers and lockers for cyclists	An assessment of the current provision of shower and locker facilities will be made.	A list of facilities has been established. Needs to be developed into an assessment of where facilities can be created or improved
C10	Bicycle User Group	A Bicycle User Group will be established. This will be a forum for cyclists to voice their opinions and to learn about cycle maintenance. The BUG will include drop in sessions and will have an associated blog.	This will mainly be a virtual group – but will link with the cycLIN events programme
C11	Cycle Route Information	The Brayford and Riseholme sites are adjacent to national cycle routes. Information on cycle routes will be provided from the new transport web page.	Cycle route maps have been found on the internet and the new pages will link to these
C12	Cycle facilities for new buildings / major refurbishments	The potential for incorporating new cycle facilities will be investigated for all new buildings. A cycling provision assessment form will be developed for each new building to be completed during the design stage.	The cycling provision assessment form will be based on the requirements in the BREEAM HE methodology
C13	Motorcycle parking	A review of parking provision for motorcycles will be undertaken. This will lead to a series of recommendations on how facilities can be improved if required.	No progress as yet
C14	Motorcycle safety	The "Bike It" scheme operated by Lincolnshire Police will be promoted.	A link to the scheme will be placed on the sustainable transport portal pages

Walking Initiatives

Code	Initiative	Overview	Progress
W1	Initiatives linked to Healthy Campus Programme	The ongoing programme of walking events that have been developed as a part of the Healthy Campus Programme will continue. Opportunities to expand on this will be investigated.	Ongoing
W2	Open footpath adjacent to Business & Law Building, from Brayford Wharf East to High Street	Re-open the pedestrian route. This will allow increased pedestrian access from the High Street to the Brayford Campus.	This is planned as part of the redevelopment of Wigford Yard following the completion of the Business & Law building
W3	Produce a "Steps Map" of Lincoln City Centre	Other universities have developed steps maps of their locations, showing how many steps there are between key locations. The aim is to encourage staff and students to get up to 10,000 steps per day.	Similar map produced for University of Derby. Now have the GIS base map
W4	Opportunities to develop pedestrian facilities as part of the Brayford Masterplan	The Brayford master-planning exercise will present opportunities to develop new paths around the Brayford Campus. These could be across the land between the Boulevard Car Park and the Science Building. A short report on pedestrian options from the Masterplan will be developed.	The current Brayford Masterplan document includes some improvements to the pedestrian routes. The upcoming Transport Assessment will examine pedestrian issues
W5	Walking Information	The new transport web / portal pages will provide links to general walking information and walks around the University's sites.	Ongoing
W6	Path maintenance	As part of the general maintenance programme the paths at the University will be reviewed and maintained	Ongoing

Public Transport - Buses

Code	Initiative	Overview	Progress
B1	Develop an ongoing dialogue with bus firms	The University will initiate regular meetings with the relevant bus providers. The aim will be to give the University some say over how services develop. This will involve talking to Stagecoach, East Yorkshire Motor Services, Norfolk Green and the Lincoln Walk & Ride.	Stagecoach have joined the Lincoln Access Group and sent a representative to the first meeting
B2	Examine possibilities for buses to come on to the Brayford Campus	Examine the possibility of bus services entering the Brayford Campus for access to the Student Village.	Not yet discussed, but will discuss with contact from Stagecoach
B3	Provide information on bus services	A link on the travel information site of the portal will link to relevant bus services.	Identified links to various websites run by bus companies
B4	Promote Lincoln BIG Bus Deal to staff	Provide details to staff on how they can benefit from the Lincoln BIG Bus Deal, which gives a low cost week pass for bus services in Lincoln.	Will be added to the new sustainable transport pages
B5	Monitor percentage of staff and students travelling to the University by bus.	As part of the staff and student travel surveys the percentage travelling to the University by bus will be monitored and a target for improving performance will be established.	Initial data on percentage of staff travelling by bus collected. Need student survey information now

Public Transport - Trains

Code	Initiative	Overview	Progress
T1	Develop an ongoing dialogue with train firms	The University will develop contacts with East Midlands Trains and Northern Rail – the two service providers to Lincoln. In addition providers offering services to Hull and Holbeach (Spalding Station) will be contacted.	Obtained a contact at East Midlands Trains – invited to join Access Group
T2	Examine the potential for season ticket purchase schemes	Other universities operate a scheme where the employer purchases a season ticket for an employee. The cost of the ticket is then deducted from the salary of the employee. The potential for instigating a similar scheme at the University of Lincoln will be investigated.	Collected evidence from other similar schemes. Now need to do this as a formal proposal.
T3	Look for opportunities to lobby for improved rail services	The University will work with other local and regional bodies to lobby for improved rail services. In particular this will focus on a direct rail link to London from Lincoln.	Identified local Rail Future and user groups. Will look to liaise with these

Car Parking

Code	Initiative	Overview	Progress
CP1	Review car parking provision following the introduction of car park charging	The availability of car parking will be monitored following the introduction of car parking charges. Car parking issues will be addressed in the annual travel surveys.	This will begin once the car parking scheme is introduced
CP2	Examine opportunities for preferential car parking spaces for carers and car sharers	Some organisations offer approved spaces for car sharers and/or carers that have to arrive after 9am due to their care responsibilities. The potential for developing a designated car park for these groups at the Brayford Campus will be investigated.	Just an idea at present
CP3	Examine issues surrounding contractor parking at the University	At present contractors are allowed to park on site for free. This can create issues	New permitting structure in place for contractors as part of the new car parking regulations

Car Sharing

Code	Initiative	Overview	Progress
CS1	Promote car sharing schemes	Lincoln, Hull and national car share schemes will be promoted to staff and students through the transport portal pages and through other promotional events.	Car share scheme has been promoted through payslips and posters. Report on take up given at Lincoln Access Group
CS2	Car Club	The University will investigate if other large organisations in Lincoln are interested in developing a car club. Similar schemes have been successful in other UK cities.	To be suggested to Lincoln Access Group

Local / Regional Transport Policy

Code	Initiative	Overview	Progress
TP1	Park & Ride	The University will work with other partners in and around Lincoln to encourage and support the development of a Park & Ride scheme for Lincoln. Where appropriate the University will join with others to lobby the City and County Councils for the development of these facilities.	Agenda item at the Lincoln Access Group meetings
TP2	Park & Bike	One alternative to Park & Ride is to develop a Park & Bike scheme. Opportunities to develop this idea and work with other organisations on this will be investigated.	Possibility of Moorlands Centre – discussed with Lincoln BIG
TP3	Lincoln BIG Access Group	The University is a member of the Lincoln BIG Access Group. From September 2010 the University will take over the administration of the group. The group will be continued and developed to create a forum where the University can co-operate with other major employers in the region over transport issues.	First meeting held – now looking to expand the group to other major employers in Lincoln
TP4	Other transport issues	The University will look to have input into national, regional and local transport policy consultations where appropriate.	Ongoing

Marketing & Communications

Code	Initiative	Comments	Target Date
MC1	Improved portal and web pages	A majority of the items in this Action Plan require a better flow of information to staff, students and visitors to the University. In order to achieve this, the information on the web site and portal page will be improved.	Developing new web and portal pages
MC2	Sustainable transport events and promotions	To promote sustainable transport a series of events on sustainable transport will be held. These could include bike recycling days, led cycle rides, sustainable transport week, etc.	A programme of events has been developed with Sustrans around the cycLIN scheme.
MC3	Maps of transport facilities and transport routes	The current maps of transport facilities at the University are inadequate and need to be improved. As part of the cycLIN cycle hire scheme a new map will be developed of cycle storage facilities, lockers and showers. This base map can then be used for future sustainable transport promotions.	Under development

ICT Issues

Code	Initiative	Comments	Target Date
ICT1	Video conferencing facilities	There is a need to review the usage levels of video conferencing at the University. The video conferencing facilities need to be promoted to staff.	New video conferencing facilities in Business & Law Building. Now need to review provision in other areas.
ICT2	Location Independent Working	Opportunities to increase the levels of location independent working should be investigated. This may require a revision of policies and regulations at the University. The number of car journeys and the demand for car parking spaces could be reduced significantly if location independent working was widely adopted where it is possible to do so.	Held initial discussions on this. Needs input from several different areas of the University