

UNIVERSITY OF BRISTOL: COVID RECOVERY TRAVEL PLAN – Working document

Status

The Travel Plan was approved by the Institutional recovery group (IRG) on 28 May 2020. Actions that require financial support from the University are to be costed as part of the business case development, before the final approval to proceed is granted.

Purpose

This plan sets out how we aim to ensure all aspects of travel and transport at the University are COVID-secure while also contributing to longer term sustainability objectives.

Aims

The aims of the plan are as follows (with aims of the draft transport strategy shown in bold):

- **To ensure the availability of safe, reliable travel options to meet the University's travel and transport needs now and in future**, prioritising private forms of transport for staff and students returning to campus
- To minimise the risk of coronavirus transmission amongst users of the campus external realm and all University transport operations, networks and services
- **Minimise the environmental footprint of all University travel and transport while reducing our reliance on carbon offsetting to achieve net zero emissions;**
- **Create shared value through collaboration with partners and integration with planning and delivery of sustainable transport in the city**
- To ensure effective and timely communication to staff and student on COVID-secure travel and transport at the University

Immediate priorities

1. **Communication** – for staff, students and departments via appropriate channels
2. **COVID-secure** – social distancing measures and cleaning regimes to enable safe use of University estate, facilities and fleet
3. **Partnership work** – BCC with the re-allocation of the highway to support cycling and walking; Local businesses to support the recovery of the City; and Other Universities to establish best practice
4. **Cycling** – enhanced cycle parking facilities and cycle to work scheme threshold increase

5. **Car parking** – policy development and delivery to enable the phased return to work
6. **Public transport** – renegotiation of the Unibus contact and the reintroduction of the U1 and U2 services with appropriate social distancing measures (if still required)

Area	What	How	Recovery / Transport Strategy	Priority	Delivery	Update 03.09.2020
1.Walking	Ensure footways and external realm on University estate and local streets provide space for physical distancing	Introduce mitigation measures (e.g. signage, one-way routes) at pedestrian pinch-points on University estate (e.g. gateways, steps)	R only	High	June '20	Complete
		Identify improvements to public footways, road crossings for inclusion in BCC COVID transport plans	R/TS	Med	Ongoing	In progress. A number of schemes introduced. Others in discussion
2. Cycling	Expand cycle parking capacity on University estate	Progress plans to repurpose spaces in MVB car park to secure cycle parking	R/TS	High	Oct '20	Phase 1 approval granted (300 cycle parking spaces), delivery in progress
		Identify general car parking spaces on Clifton campus for repurposing to secure or short-stay cycle parking	R/TS	Med	Jan '21	To progress
		Engage with BCC to repurpose on-street parking to cycle parking, e.g. Woodland Road, Tyndall Avenue	R/TS	Med	Ongoing	In progress

	Improve cycle safety on roads around the University campus	Identify improvements to cycle routes for inclusion in BCC COVID transport plans	R/TS	Med	Ongoing	In progress. A number of schemes introduced. Others in discussion
	Ensure physical distancing and minimise risk of transmission among users of cycle facilities, including showers and changing rooms	Introduce mitigation measures in cycle parking, shower and changing facilities e.g. enhanced cleaning regimes, signage, space-blocking, one-way routes	R only	High	June '20	Complete
	Provide staff with access to tax-exempt cycle purchase and other discounts	Promote Cycle to Work scheme	R/TS	High	Ongoing	Ongoing
		Investigate raising £1,000 limit to facilitate purchase of e-bikes	R/TS	High	June '20	Unable to deliver this action
	Provide staff with access to electric bikes for commuting and business travel.	Develop campus e-bike share scheme	R/TS	High	Apr '21	In progress with procurement
3. Public transport	Support staff who have to use public transport to get to work to do so safely	Provide and update advice to staff on use of public transport in line with government guidance e.g. physical distancing, use of face coverings	R only	High	May '20	Ongoing
		P&R sites – Establish any change of policy and communicate to staff and students	R only	High	May '20	Awaiting info from BCC
	Provide safe and reliable public transport options through the Unibus contract	Re-negotiate the extension (and service requirements) of the £8m Unibus contract, due to COVID service and payment suspensions	R/TS	High	Sept '20	In progress

	Ensure physical distancing on University bus services when reintroduced	Negotiate phased reintroduction of Unibus services as required with appropriate physical distancing measures. May include substantial increase in vehicles, drivers and mandatory use of face coverings	R only	High/ Med	Sept '20	Complete U1/U1: 21 September U2: 7 September
		Ensure appropriate physical distancing measures on University estate Transport Hubs (Langford and Stoke Bishop)	R only	Med	Sept '20 TBC	In progress
4. Car parking	Ensure availability of adequate car parking for staff during the phased return to work	Monitoring of car parking activity	R/TS	Ongoing	Ongoing	Ongoing
		Withdraw emergency civic use of University car parks	R only	High	May '20	Complete
		Review parking policy to assist the phased return to work and support delivery of transport strategy	R/TS	High	May/June '20	Complete
		Investigate expanding car parking provision at Stoke Bishop, with a possible park and cycle / ride scheme	R/TS	High	May/June '20	Complete
		Provide guidance for staff/students on use of public car parks on Covid sharepoint	R only	High	May '20	Ongoing
	Ensure availability of adequate car parking for departments, contractors, disabled and visitors during the phased re-opening of the University	Review parking policy to assist the phased return to work and support delivery of transport strategy	R/TS	High	May/June '20	Complete

	Effectively manage the car parking resource across all campuses	Review pre-COVID parking policy for each campus and develop/ deliver a new overarching University parking policy	R/TS	Low	July '22 TBC	To progress - Action on hold due to COVID
5. Motor cycling	Ensure availability of adequate motorcycle parking for staff and students returning to work/study	Identify general car parking spaces on Clifton campus for repurposing to short-stay motorcycle parking	R only	Med	Jan '21	To progress
6.Taxis	Support staff in safe use of taxis for travel to work	Add advice on travel by taxi to Coronavirus Sharepoint site (getting to and from the University)	R only	High	May '20	Complete
7.Business /academic travel	Limit international travel to critical functions	Require UEB permission for all international travel	R/TS	High	May '20	Complete
	Limit all business / academic travel to essential journeys	Require use of Travel Management Company (TMC) for all air and rail travel	R/TS	High	May '20	Complete - Update to travel policy approved by UEB in 03/20
		Integrate management approval in TMC booking process	R/TS	High	June '20	In progress - part of new TMC platform Phase 2 (Oct/Nov 20)
		Support the promotion of video-conferencing as alternative to long-distance travel	R/TS	High	Ongoing	Ongoing
		Support a review academic and business policies to remove incentives / support for international travel	R/TS	Low	July '21 TBC	To progress

	Manage HSE risks of all unavoidable business and academic travel	Require safety and health risk assessment of all travel requests	R/TS	High	July '20 TBC	Complete- Included in new guidance
		Provide guidance on COVID-secure use of all forms of transport for any essential work-related travel	R only	High	May '20	Ongoing - Guidance to be kept under review
		Integrate sustainable travel hierarchy in TMC travel booking process	R/TS	Med	June '20	Complete
		Investigate other options for limiting air travel e.g. no-fly destinations, emissions accounting	R/TS	Med	July '21 TBC	To progress
		Introduce controls on and alternatives to grey fleet use, e.g. compliance checks, car club development, e-bike share scheme	R/TS	Med	July '21 TBC	To progress
8.Operational and supply chain transport	Limit movements of UoB fleet and supplier vehicles on and around campus	Provide advice to schools / departments on limiting vehicle movements, e.g. trip consolidation, scheduling	R/TS	High	Jun '20 TBC	Complete - COVID working guide
		Engage with contractors and suppliers to reduce vehicle movements, e.g. review of service levels, delivery consolidation	R/TS	Low	July '21 TBC	To progress
		Investigate scope to consolidate UoB fleet through greater use of pool, rental or car club vehicles	TS	Low	July '21 TBC	To progress
		Investigate scope for campus multi-supplier consolidation facility with zero carbon last-mile delivery	TS	Low	July '21 TBC	To progress

	Ensure COVID-secure UoB fleet and supply chain logistics	Provide advice to fleet managers (incl. internal post) of physical distancing, vehicle cleaning, road safety checks	R only	High	May '20	Complete
		Require contractors / suppliers to demonstrate transport operations on and around campus meet government COVID-secure standards	R only	High	June '20 TBC	Complete
	Accelerate transition to zero carbon logistics	Progress with bid to BCC for fleet of e-cargo bikes	TS	Med	Aug '20	Complete – BCC bid unsuccessful
		Prioritise lease/purchase of EVs where replacement UoB fleet vehicles are required	TS	Low	July '21	Ongoing
		Investigate scope for specifying minimum emission standards for all contractor / supplier vehicles used on campus	TS	Low	July '21	To progress
	9.Student travel	Limit need for students to physically attend University	Support the development of blended learning approach to reduce student mobility	R/TS	High	Sept '20
Support further develop digital open day offering for prospective students			R/TS	High	Jul '21	In progress
Investigate other measures for reducing travel footprint throughout student lifecycle			R/TS	Med	Jul '21	To progress
Ensure appropriate measures are in place to support students returning to campus		Support the investigating of arrival measures at major interchanges – Bristol Airport, Temple Meads station	R only	Med	Sep '20	In progress
		Support the investigation of provision of COVID-secure coach	R only	Med	Sep '20	In progress

		transfer for returning students from airports / rail station				
10.Partnership working	Working with city partners and other Universities to ensure common approach to COVID-secure transport provision	Engage with city council and other employers on transport planning for re-opening of city	R only	High	Jul '21	Ongoing
		Engage with BCC strategic transport team and Sustrans on COVID recovery transport plans for walking and cycling	R/TS	High	Jul' 21	Ongoing
		Liaise with other Universities on COVID recovery transport plans for all modes	R/TS	High	Sep e '20	Ongoing
11.Comms	Ensure effective and timely communication to staff and students on COVID-secure travel to and from the University	Provide updates on travel and transport for staff COVID briefings and intranet as required.	R / TS	High	Ongoing	Ongoing
		Provide updates on travel and transport for student-facing comms as required.	R / TS	Med	Ongoing	Ongoing
		Provide bespoke travel advice to schools / departments with staff returning to work	R only	High	Jul '21	Ongoing