

## 2018-19 Progress Update

Item No.	Travel Plan Initiative	<a href="#">Priority score</a> [2]	Responsibility	Timescale	Progress 2018-19 (RAG)	Progress Update 2018-19 (Y2)	Plans for coming year 2019-20 (Y3)
<b>1 General sustainable travel information communication</b>							
1.01	Ensure easy availability of general 'how to get to us' information enabling comparison between all main mode choices for those considering how to reach the University or make a journey.	1	Energy Officer, Communication Team	Ongoing	g	New 'ABC' Travel information for Reading University leaflet, including campus maps, issued to all new undergraduates at their departmental inductions in October; Postgraduates via the Graduate School Induction. Also made available at new staff inductions and at information points and receptions around the University. Travel offers for staff and students pages promoted at the start of term. Cycle web pages very high hit rate.	Maintaining website information. Updated ABC leaflet to be circulated. Information available in University and Halls handbooks.
1.02	Information provision to new staff	2	Sust Officer, HR	Ongoing	g	Sustainability Services attend each new staff induction marketplace promoting ABC general info leaflet and the travel offers for staff page which includes Easit rail discounts; cycle to work scheme; bus taster tickets etc.	Where new staff induction marketplaces are held Sustainability Services will attend with information.
1.03	Information provision to new students	1	Energy Officer, RUSU, Student Services, UPP	Ongoing	g	New 'ABC' Travel information for Reading University leaflet, including campus maps, issued to all new undergraduates at their departmental inductions in October; Postgraduates via the Graduate School Induction. Also made available at information points and receptions around the University including RUSU and Halls. Soft launch of Do You Really Need A Car campaign in May 2019 to be in place for Open Days (ahead of wider launch in September 2019). Trial of Park and Ride at Open days, funded by University Events Team.	Updated ABC leaflet to be circulated. Information available in University and Halls handbooks.
1.04	Non mode specific sustainable travel awareness raising; campaigns and promotions	3	Energy Officer	Ongoing	g	Improvements to travel section of compulsory online e-learning course. Website page updates. Soft launch of Do You Really Need A Car campaign in May 2019 to be in place for Open Days (ahead of larger launch across Uni September 2019). JUMP behaviour change points system.	Distribution of 'Do you really need a car' campaign in start of term student materials. HLS opening. Continuation and expansion of JUMP programme into wellbeing.
<b>2 Reducing the need to travel</b>							
2.01	Support and encourage University provision of technological solutions facilitating remote working (for day to day work and replacing business travel).	1	E&Sust Manager, IT Services,	Y1 ongoing	g	Sustainable travel web pages on alternatives to travel improved. IT Services continue to roll out technological improvements that can be used remotely.	Trial in Meteorology of reducing need to travel.
2.02	Support and encourage University working policies and culture supporting remote working where appropriate	1	HR, IT, Procurement, Diversity Champions	Y1 ongoing	g/a	Working group on flexible working did not materialise	Follow-up to understand if working group on flexible working is being constituted
<b>3 Active Travel - Walking and Cycling</b>							
3.01	Produce a vision for active travel	2	E&Sust Manager, HR	Y2	r	Not done, but focussed on feedback to Local Councils cycling and walking planning. Focus on getting shower and cycle parking requirements into the Estates EIRs.	Continue working with Local Councils in their walking and cycling planning. JUMP wellbeing module to progress this.

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3 Route Improvements (walking and cycling)							
3.02	Improve paths and routes on campus for both cyclists and pedestrians. Focus on providing improved shared routes with sufficient space and width for both user groups on desired routes.	1	E&S Manager; Maintenance Services	Ongoing	g	In conjunction with Maintenance Services area outside Eat@Square improved and path between there and Chemistry/CP10 widened, and pedestrian crossing improvements at CP10 improved. <ul style="list-style-type: none"> <li>• Path by CP3 widened as resurfacing was required for safety reasons.</li> <li>• Queens Drive resurfacing including pedestrian improvements (over summer 2018).</li> </ul> Additional Queens Drive works postponed due to budgets Planned to widen path near Childs Hall.	Next prioritised items.
	Improve road safety for cyclists and pedestrians when sharing with vehicles on campus.				g/a	Some parking spaces were removed to improve sightlines for those crossing and a hashed box provided to improve pedestrian priority between Eat@square and Chemistry.	No immediate plans for this year.
3.03	Seek to improve campus legibility, wayfinding and signage.	2	E&F, Wayfinding committee, Events	Year 3	g/a	None	Maintenance Services may be taking over responsibility for Wayfinding.
3.04	Work with local councils to improve pedestrian routes, pedestrian crossings and cycle routes off campus wherever possible.	2	E&S Manager, Local Councils Transport Planning Officers	Ongoing	g/a	Survey feedback on off campus cycling and pedestrian issues feedback to RBC. Pepper Lane Crossing being strongly pursued. Out top 10 issues to be included in Network Planning's requested schemes log. Frustrating that the issue's we'd been raising over the years were not previously included in this.	RBC are producing an LWCIP (Local walking and cycling infrastructure plan). Important to ensure University priorities remain included in it.
3.05	Promote safe and considerate use of shared spaces by all mode users	3	Sustainability Officer, Health & Safety Services, Local Road Safety Officers (Councils & Police)	Ongoing	g	Be bright, light up at night campaign held with clocks change, with free' emergency lights' giveaway. Lit up bikes gave a focal point. This message is included in the ABC Travel guide.	Avanti to repeat campaign when clocks change in October / November. Message included in the ABC Travel Guide to be distributed in 2019/20 academic year.
3 Shower, changing and storage facilities improvements							
3.06	Seek to improve shower, changing and clothing / equipment storage facilities on our campuses.	1	Estates – Maintenance and Projects	Y2	g/a	Lockers installed in Edith Morley and RUSU. Specifications for showers and changing and storage facilities signed off and included in Employer Information Requirements for all new Estates projects. Changes to portering schedules has impacted the opening times of some showers.	Further progress unlikely.
3 Cycle parking facilities and security							
3.07	Ensure suitable secure bicycle parking/ storage facilities are available.	3	E&S Manager, Estates – Maintenance and Projects	Y3 ongoing	g	Specifications for cycle parking facilities signed off and included in Employer Information Requirements for all new Estates projects. New cycle parking was installed: Outside Miller (replacement Library ones). 3 additional hoops so 6 spaces under URS	New cycle compound outside the Library due to be opened.

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3.08	Reduce bicycle thefts (and perception of thefts) on campus -improve bicycle security.	2	Security Services	Y3 ongoing	g/a	On bike event encouraging lock purchase to those getting bikes. Promotion of use of D-locks and labelling in ABC Travel Guide.	Continuation of cycle safety promotion. No additional plans
<b>3 Cyclists support and encouraging new cyclists</b>							
3.09	Initiatives supporting cyclists.	2	Sust Officer. Energy Officer, HR for salary sacrifice	Ongoing	g	New Cycle2Work provider installed. Cycle training; Dr Bike	Continued Avanti cycling support. Website comms.
3.10	Initiatives encouraging new cyclists	2	Sust Officer. Energy Officer; Local cycling organisations	Y2 ongoing	g	Expansion of cycle training scheme. Success with engaging pre-sessional students who then engaged their colleagues.	Continued Avanti cycling support. Website comms.
3.11	Work with RBC and Readybike to seek provision of Readybike stands in local student residential areas.	2	E&S Manager; RBC	Y2	g/a	Readybike scheme providers withdrew from the scheme in March 2019.	Discuss with Council what their proposals for a replacement are (and for use of the land the docking stations are currently sited on).
<b>4 Public transport</b>							
4.01	Continue to work closely with local bus providers to ensure our campuses remain served with reliable, frequent bus services, for staff, students and visitors.	1	Community Relations Officer, HR, Reading Buses, Arriva, other local bus providers	Ongoing	g	Regular meetings held with Reading Buses.	Explore opportunities for new routes from the University with Reading Buses new Business Development Manager. New focus is out of term bus travel on 21 – seeking improved frequency at peak times out of term.
4.02	Continue to seek discounted public transport travel for staff, students and visitors	2	Reading Buses, HR, Easit, Arriva	Ongoing	g	Discounted Boost rate tickets seem popular. Streamlined 'bus to work' University staff bus discount due to be implemented by Reading Buses.	HR to continue to work with Reading Buses Business Development Manager to improve offers particularly for staff.

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4.03	Maintain appropriate bus waiting facilities on campus.	4	E&S Manager, Estates	Y1	g	No concerns raised over bus waiting facilities on campus. New bus shelters outside Greenlands were removed by the Council following damage from a vehicle accident. They have now been replaced.	Cleaning of the bus stops on Whiteknights campus.
4.04	Campaigns and initiatives to raise awareness and promote travel to the University by bus	2	Reading Buses, Arriva, Events team	Y1 ongoing	g	Trial of Park and Ride for University Open Days took place in June 2019. If students arrive by bus the first time they visit campus they are more likely to consider it in future. Some concerns of campus neighbours over student use of off campus bus stops.	Continuation and development of Park & Ride following trial.
4.05	Campaigns to raise awareness and promote travel to the University by rail	2	Energy Officer, railway operators, Easit, HR	Y3	g	Continued promotion of rail discount offers on our general travel information web pages. Rail season ticket loans available via HR.	Investigate availability of further offers
<b>5 Responsible Car Use</b>							
5.01	Improve road safety and reduce vehicle speeds on campus, including removing/reducing rat running.	2	H&S, Maintenance Service	y4	g/a	Some parking spaces were removed to improve sightlines for those crossing and a hashed box provided to improve pedestrian priority between Eat@square and Chemistry.	No immediate plans for this year.
5.02	Investigate options to encourage only reputable and safe taxi firms to campus. Discourage them speeding on campus.	3	H&S; RUSU; Student Services; Security Services	y4	g	No specific actions taken. RUSU were running a 'get home safe' campaign.	None for this year
<b>5 Electric Car Charging</b>							
5.03	Provide facilities for electric vehicles at the University, including installation of electric charging points on Whiteknights Campus.	1	E&S Manager, Projects Team, EVCP providers	Y1	g	The charging points in place continue to be used, with usage growing slightly although no-where near peak demand. There is clear demand from departments in different locations for charging points (e.g. Earley Gate and Greenlands). Whilst the TP supports these requests if other funding can be sourced it has been decided not to fund their installation from the TP budget. This is due to the large costs involved and the TP prioritising measures to reduce car use, over reducing emissions from car use.	Monitor whether additional funding is provided for EVCPs in additional locations. Continue discussions with Greenlands.
<b>5 Car-sharing</b>							
5.04	Provide means to enable those interested in car-sharing to meet car share partners and other mechanisms supporting car sharing	3	E&S Manager	Ongoing	a	Liftshare website is still available.	Liftshare licence at risk from Feb 2020 due to cost saving requirements. Alternative providers should be sought (e.g. that provided through Easit).

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5.05	Seek to provide reserved parking spaces for car sharers in desirable location to increase attractiveness of sharing.	1	E&S Manager, Maintenance and Projects, E&F	Y2	r	Various new technologies are now available to help provide evidence that any parking bays designated for car sharers are being used correctly (absence of this proof was previously the barrier to the University pursuing this route). A trial of Liftshare's smart parking system was being planned to launch in September 2019, but due to STC role redundancy this is unlikely to go ahead.	Unlikely to proceed due to STC role redundancy.
5.06	Conduct a larger promotion of the benefits of car-sharing (aligned to introduction of reserved spaces), to attempt to achieve a critical mass of users.	1	n/a	Y2	r	Was intended to be aligned with smart parking trial, so not going ahead.	Unlikely to proceed due to STC role redundancy.
<b>5 Car club</b>							
5.07	Promote and increase usage of the University Car Club (new provider Co-wheels in 2016). Seek to expand the scheme when usage levels permit.	1	Energy Officer, E&S Manager, Co-wheels	Y1 and ongoing	g/a	Plans in place to expand the scheme to have an additional car at Northcourt Halls from September 2019. Proposals to provide a further additional car at London Road halted due to resistance from London Road senior staff at losing a parking space.	Promotion campaign at start of term to coincide with additional cars available?
<b>5 Parking</b>							
5.08	Ensure the process of occasional parking at all campus locations is straightforward for staff to discourage need for annual permits or parking in local residential areas.	2	Campus Services (Parking)	Y2	r	Permit and paid-for-parking has been introduced on local streets by RBC. Discuss situation with Campus Services; since CP1a costs are rising, and removing the 2 free hours appears to be worsening not improving the situation.	Continue to discuss situation with Campus Services
5.09	Consider separating the parking permits process for Whiteknights and for London Road.	1	Campus Services (Parking)	Y2	a	Not progressed.	None. If to be moved forward, it will be down to Campus Services to look at this now.
5.10	Consider reviewing staff annual parking permit eligibility criteria in the context of increasing pressures on availability of parking spaces, to facilitate parking by those with the greatest need. Linked to need for improved parking data.	1	Campus Services (Parking)	Y3	g	Improved parking permit data has greatly facilitated monitoring income from parking.	Increasing costs to CP1a and removing the 2 free hours. Also removing the parking penalty warning prior to a charge notice being issued. To start from August 2019.
5.11	Review student parking permit process.	3	Campus Services (Parking)	Y3	g	None	None unless campus services are planning to.
<b>6 Supporting Business travel</b>							
6.01	Reduce carbon emissions from business travel.	2	IT; Procurement; Finance; Energy Analyst	Y5 target, start Y1	g/a	Feedback to tender for new suppliers. Meetings with University finance	Continue work in this area

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6.02	Reduce carbon emissions from University managed vehicles	4	Vehicle managers, e.g. Catering, Campus Services.	Y5	g	None	Possible trial of EV in Maintenance
6.03	Explore potential for reducing carbon emissions and traffic from supplier deliveries	4	Procurement	Y4	g	None	Procurement are looking at limiting deliveries from Office Depot to one or two days a week.
<b>7 Travel Plan Monitoring</b>							
7.01	Seek improved data and records to enable development of improved future Travel Plan targets.	1	TBC	Y5 target, start Y1	g	Continued monitoring and adjustment of parking permit data following introduction of updated system (mostly from an income / budget point of view at this stage). Dr Bike and cycle events attendees logs and sign in sheets implemented. Travel targets amended. Improvements made to business travel data.	Add cycle shelters to WREN for improved record keeping and maintenance management.
7.02	Monitor impacts of department campus moves and new developments on existing travel patterns.	2	Sustainability Officer, Space management	Y2 ongoing	g	Dr Bike sessions at London Road continued. Provision of gated cycle parking compound at London Road explored and added to priority list but not implemented due to budget cuts. Northcourt Halls planning applications observed for potential impact on pedestrian traffic at Christchurch Green. Contributions to Health and Life Sciences development (requirements for showers and cycle parking) and landscaping.	Monitor impacts of opening of HLS. Monitor impacts of completion of Library through travel survey.

[\[2\] Priority over the 5 years in terms of potential for contribution to Travel Plan targets. 1 = highest, 3 = lowest](#)