

Trust Sustainable Development Policy

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Introduction
<p>We understand that our health is very much influenced by the environment, and so we are working to reduce our impact on the environment, in particular our carbon footprint, and in turn reduce our contribution to climate change. Reducing these impacts also enables us to address our key challenge which is to maintain and develop the quality of our services, whilst managing with fewer available resources.</p> <p>We face challenges across all our available resources financial, social and environmental which threaten the sustainability of our services.</p> <p>This Sustainable Development Policy is driven by legislative, contractual and policy requirements placed upon the NHS. This Policy directly contributes to the delivery of the National NHS Sustainability Strategy (2014-2020), the NHS Five Year Forward View, the local Sustainability and Transformation Plan and the Trust's Big Green Scheme Strategy and Vision (2015-2020).</p> <p>The purpose of this policy is to set out the Trust's commitment to embed the principles of sustainable development in the activities of the Trust and in how we engage with our staff, our patients, our contractors and our suppliers so we realise the long term environmental, social and financial sustainability at the Trust.</p> <p>The policy applies corporately to University Hospitals Bristol NHS Foundation Trust (UHBristol NHS FT), to all sites, all services, all staff and all contractors working for and on behalf of the Trust.</p>

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1. Introduction

The Trust is one of the largest healthcare providers, employers and consumers in the region and as such, we recognise that providing high quality health and care services to our community can have significant environmental, social and financial impacts. We understand that our health is very much influenced by the environment and that there are significant health co-benefits to be achieved by minimising our impacts on the environment.

Sustainable Development in the NHS is driven by legislative, contractual and policy requirements. Legislation such as The Climate Change Act (2008) which requires us to reduce our impact on the environment, alongside the Public Services (Social Value) Act (2012), which requires us to consider the environmental and social impacts of the goods and services we buy, not just the financial cost.



Figure 1: Sustainable Development Policy Drivers

Contractual requirements such as Principle 6 of the NHS Constitution commits us 'to provide the best value for taxpayers' money and the most effective, fair and sustainable use of finite resources'. This is reinforced by the NHS Standard Contract (Section 18 Sustainable Development) requirement which stipulates; 'NHS organisations must take all reasonable steps to minimise adverse impacts on the environment, maintain a Sustainable Development Management Plan, including

demonstrable evidence of climate change adaptation, mitigation and sustainable development, and specifically carbon reduction'. Section 18, also requires NHS organisations to meet the legislative requirements of the Public Services (Social Value) Act, mentioned above.

The *NHS Sustainability Strategy (2014-2020)*, the *NHS Five Year Forward View* and more recently the *BNSSG Sustainability and Transformation Plan* detail how the NHS needs to adapt and change to ensure the long term health and wellbeing of the nation through health promotion, prevention and moving towards more sustainable models of care.

The *Trust Big Green Scheme Vision and Strategy (2015-2020)* "Care without Costing the Earth" sets out our vision to deliver a successful, sustainable and resilient organisation. The strategy, associated Vision Action Plan (VAP) and this Sustainable Development Policy (SDP) forms the Trust's *Sustainable Development Management Plan* laying out how we will realise the objectives.

The SDP sets out how UHBristol NHS FT recognises the legal, contractual and environmental drivers outlined above. It emphasises the need to deliver a sustainable health and care system which works within the available environmental, social and financial resources to protect and improve health now and for future generations. The SDP enables the best use of increasingly scarce resources, reduce our carbon footprint, minimise waste and pollution, and build resilience to a changing climate whilst nurturing community strengths and assets.

2. Purpose

The purpose of this policy is to underpin the Trust's commitment to ensuring the activities of the Trust, our staff, our patients, our contractors and our suppliers promote environmental, social and financial sustainability.

3. Scope

This Sustainable Development Policy applies corporately to University Hospitals Bristol NHS FT, to all sites, all services, all staff and all contractors working for and on behalf of the Trust.

4. Definitions

4.1 Sustainable Development

Sustainable development (or sustainability) is about meeting the needs of today without compromising the needs of tomorrow. In the health and care system, this means working within the available financial, environmental and social resources to protect and improve health now and for future generations. In practice this requires us to make the best use of increasingly scarce resources, reduce our carbon footprint, minimise waste and pollution, and build resilience to a changing climate whilst nurturing community strengths and assets.

4.2 Climate Change

Climate change is a systematic change in the long-term state of the atmosphere over multiple decades or longer. It has been identified as the greatest threat to public health in the twenty first century (Lancet, 2016). It is predicted climate change will increase the number of heat related illness and deaths, increase the amount of food, water and vector borne diseases, increase skin cancers and sunburn, increase the health impacts of respiratory disease from poor air quality and

likely bring about an increase in mental health issues as a result of social impacts caused by climate change.

4.3 *Climate Change Adaptation*

Climate change adaptation is the understanding and implementation of resilience measures to enable the Trust to prepare for the effects of climate change on our services and estate. Adaptation involves creating infrastructure, supply chain and logistics operations that are resilient to changes in the climate and extreme weather events. It also involves ensuring our workforce is prepared and able to adapt to the projected impacts of Climate Change, including anticipated health issues for both patients and staff and disruption to our services.

4.4 *Climate Change Mitigation*

Climate change mitigation measures aim to reduce the amount of climate changing gases released into the atmosphere.

4.5 *Health and Wellbeing Co-Benefits*

There are numerous public health co-benefits from climate change adaptation and mitigation measures, making health and wellbeing crucial to the delivery of sustainable development within UHBristol NHS FT.

4.6 *Sustainable Models of Care*

Sustainable Models of Care adopt an integrated approach to healthcare provision, with integrated connections between service providers, empowered patients, improved use of information and communications technology (ICT), supported self-care and management of long term conditions. Sustainable Models of Care adopt preventative strategies to achieve both environmental and health improvement outcomes.

4.7 *Sustainable Procurement*

Sustainable procurement is the process whereby organisations meet their needs for goods and services whilst delivering value for money on a whole life basis and benefitting not only the organisation, but also society and the economy, whilst reducing the impact on the environment. Sustainable procurement should consider the environmental, social and economic consequences of: design; non-renewable material use; manufacture and production methods; logistics; service delivery; use; operation; maintenance; reuse; recycling options; disposal; and suppliers' capabilities to address these consequences throughout the supply chain.

5. Duties, Roles and Responsibilities

5.1 *Trust Board of Directors*

The Trust Board, in compliance with its legal duties, will ensure that the SDP, related targets and information is disseminated throughout the organisation. The Chief Executive has overall responsibility for implementing this policy.

5.2 *Executive Directors*

The Director of Strategy and Transformation, is the sustainable development lead and will ensure systems are in place for monitoring, target setting and policy review.

5.3 *Senior Leadership Team*

All members of the Senior Leadership Team are required to act as advocates and promoters of this policy

5.4 *Divisional Management Boards*

Staff members in managerial roles should ensure appropriate training is provided for all staff and undertake any awareness raising activities to ensure all staff can comply with, and support, actions as directed in the Vision Action Plan. Specific training needs will be identified in Divisional plans. Boards are responsible for ensuring monitoring and measuring of targets as appropriate.

5.5 *All Staff*

- (a) All employees will be made aware of their role and responsibility in managing the environment. This will be achieved through the Trust's environmental campaign 'The Big Green Scheme' alongside existing structures and training programmes such as induction packages. Awareness will be raised through regular communication including internal staff magazines/newsletters, divisional meetings, forum meetings and specific awareness sessions as required
- (b) Staff will be supported and their achievements recognized through the Green Impact awards scheme
- (c) Members of staff are responsible for undertaking any training as directed by their managers, and to ensure they are familiar with the SDP and any actions that relate directly to them and/or their department

5.6 *Responsibility for Monitoring Compliance*

The Trust recognises that successful implementation of the SDP will require cross organisational support. The Trust has established a Sustainability Forum to oversee the operational side of implementing this agenda.

The SDP should be owned by the entire organisation, with appropriate training arranged and monitoring undertaken at all levels. Sustainable development is included in all job descriptions, and relevant targets included in assessments.

Responsibility for monitoring the SDP will sit with the Sustainability Forum of the Big Green Scheme, who will review progress against targets on a quarterly basis.

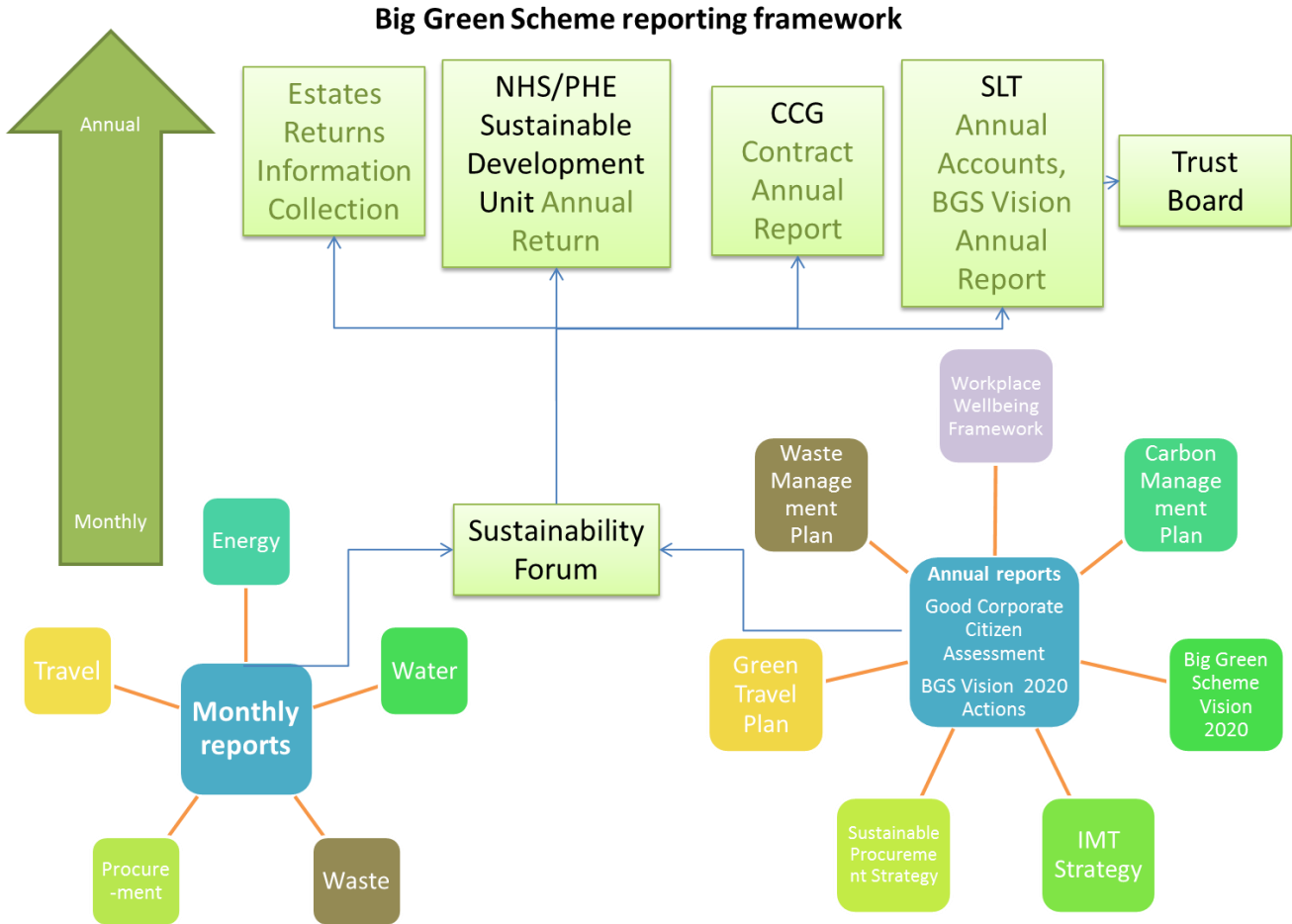
The Sustainability Forum will report, with a Sustainable Development annual report to Trust Board. This will be a more detailed version of the annual, sustainability section that is included in the Trust's Annual Report.

The Sustainability Forum will also be responsible for revisiting and reviewing the Good Corporate Citizenship model annually and included in the reporting process.

The implementation of and performance against the Trust's SDP and Vision Action Plan should be audited. Training will be provided to those personnel chosen as internal environmental auditors to enable them to audit both environmental systems and environmental performance. The environmental audit process and training is currently undertaken through our Green Impact scheme. This could be extended to form part of the controls assurance process.

The annual review meeting of the Sustainability Forum should review the performance of the Trust against KPIs and report their findings to Trust Board in the Sustainable Development Annual Report. The review process will also identify additional resources required, strategy decisions and changes to KPIs and targets accordingly.

External monitoring will be considered to add credibility to the annual Sustainable Development Report and to verify to the Board that systems are embedded and robust. External accreditation through achieving a recognized standard such as ISO140001 should be sought. A staged approach to achieving this is included in the Vision Action Plan. Initially this will be through completing the NHS Property Assessment Model requirements.



6. Policy Statement and Provisions

We aspire to be a leader in the field of sustainable development by being a 'Good Corporate Citizen' which means using the Trust's corporate powers and resources in ways that benefit rather than damage the social, economic and environmental conditions in which we live.

We will achieve sustainable healthcare through committed leadership, innovation, culture change and system wide engagement and development.

We must adapt to the impacts of climate change to ensure a healthy, resilient and sustainable healthcare system ready for changing times and climates.

We strive to improve staff and patient experience by moving towards more sustainable models of care and workplace practices; protecting our natural environment for the benefit of the physical and mental health and wellbeing of our community, including our patients and staff, now and in the future.

This policy commits University Hospitals Bristol NHS Foundation Trust to the following;

- **To implement** an Environmental Management System
- **To protect and enhance** the environment, including the prevention of pollution
- **To comply** with all relevant obligations in relation to the environment
- **To reduce** our environmental impacts in carbon, energy, travel, waste and water
- **To engage** with staff, patients, visitors, stakeholders and the wider local community to communicate the economic, social and health benefits of sustainable development
- **To contribute** to preparing our communities for climate change through adaptation planning, resilience and response
- **To train** our staff on sustainable development
- **To work** with our key suppliers and contractors to reduce the environmental impact of the goods and services we buy
- **To enable** access to food within our hospitals that maximises health and minimises impact on the environment
- **To publicly report** our sustainable development key performance indicators

This Sustainable Development Policy demonstrates our commitment to continual improvement to enhance environmental performance as part of our Big Green Scheme Strategy and Vision which has been adopted by the Trust Board.

Our vision is for **sustainable development to be part of everyone's day-to-day job**, in the same way that infection control is an integral part of everything we do. Embedding carbon reduction and sustainability in our activities will enable us to seize the cross cutting opportunities a low carbon future offers in improving health, sustainable financial savings and leadership in our community. The following will be included in standard Trust job descriptions:

"University Hospitals Bristol NHS Foundation Trust recognises the impact our activities have on climate change and the effects that climate change will have on people's health. The Trust

is committed to reducing its impact on the environment, in line with the NHS Carbon Reduction Strategy. All staff have a responsibility in achieving this goal by using resources efficiently and disposing of waste responsibly.”

7. Standards and Key Performance Indicators

7.1 Applicable Standards

- Carbon Reduction Commitment Energy Efficiency Scheme (CRC)
- European Union Energy Trading Scheme (EU ETS)
- Estates Return Information Collection (ERIC)
- BREEAM for Healthcare Assessment Model
- Good Corporate Citizenship Model

7.2 Measurement and Key Performance Indicators

- Cost savings from absolute CO2 reduction from buildings energy consumption that is in line with NHS and UK targets under the Climate Change Act 2008 (28% reduction against our 2013 baseline)
- Cost savings from absolute reduction in CO2 emissions from all travel and transport operations (Trust fleet, grey fleet, commuting and patient travel) that is in line with NHS and UK targets under the Climate Change Act 2008 (28% reduction against our 2013 baseline)
- Cost savings through driving a reduction in Scope 3 (supply chain) CO2 emissions that is at least in line with NHS and UK targets under the Climate Change Act 2008 (28% reduction against our 2013 baseline)
- Members of the community play an integral role in our sustainability decision making process through effective engagement and involvement in our governance structure. This will be achieved through public reporting and events to enable engagement and consultation with the Trust membership and the public
- Reduce the percentage of staff reporting that they have suffered work related stress and increase the percentage of staff participating in physical activity during the working day, including active travel to work - Supporting the delivery of reduced rates of turnover and sickness absence which take the Trust to upper quartile compared with our peers;
- Staff Engagement: 20% of staff engaged through Green Impact or other activity. Sustainability in healthcare, including carbon reduction and climate change adaptation, to be an element of all aspects of staff training regardless of topic.
- Reduction in the risk rating of Annual Climate Change Adaptation risk assessment that is undertaken as a routine component of Emergency Planning and Business Continuity procedures.

The delivery of these KPIs is further detailed in the associated Big Greens Scheme “Care without costing the Earth” Sustainable Development Vision Action Plan.

8. References

8.1 *Climate Change Act 2008*

As introduced to ensure the UK cuts its carbon emissions by 80% by 2050. The 80% target is set against a 1990 baseline.

The act enables the UK to become a low carbon economy. It sets in place a legally binding framework allowing the government to introduce measures which will achieve carbon reduction and mitigate and adapt to climate change.

As the largest public sector emitter of carbon emissions, the health system has a duty to respond to meet these targets which are entrenched in law. Initially contributing to the Climate Change Act target with a 34% reduction in carbon emissions by 2020

8.2 *Sustainable Development Strategy for the Health and Social Care System 2014 – 2020*

Launched in January 2014. It describes the vision for a sustainable health and care system by reducing carbon emissions, protecting natural resources, preparing communities for extreme weather events and promoting healthy lifestyles and environments.

8.3 *Energy Performance of Buildings Regulations 2007*

An EU measure designed to tackle climate change by reducing the amount of carbon produced by buildings. This requires the production of energy certificates and inspection of air conditioning systems.

8.4 *The Public Services (Social Value Act)*

All public bodies in England and Wales are required to consider how the services they commission and procure might improve the economic, social and environmental well-being of the area

8.5 *The Civil Contingencies Act 2004 (CCA)*

Establishes a clear set of roles and responsibilities for those involved in emergency preparation and response at the local level. It requires organisations in the health system (emergency services, local authorities, NHS bodies) to prepare for adverse events and incidents.

Organisations must demonstrate they have undertaken risk assessments, and that Carbon Reduction Delivery Plans are in place in accordance with emergency preparedness and civil contingency requirements

8.6 *Environmental Permitting Regulations 2010*

Integrates the compliance and permitting regimes for protecting the environment

8.7 *European Union Emissions Trading System (EU ETS)*

The first large emissions trading schemes in the world. Launched in 2005 to combat climate change it requires participating organisations to monitor and report their CO2 emissions.

Members of the scheme are given an emissions allocation. At the end of each year they are required to account for their actual emissions. Installations can emit more than their allocation by buying allowances from the market. Similarly, an installation that emits less than its allocation can sell its surplus allowances. The environmental outcome is not affected because the amount of allowances allocated is fixed.

8.8 *Health Technical Memorandums 07 Series (HTM 07)*

Guidance on responsible management of energy, water, waste and transport in healthcare environments.

9. Associated Documentation

- [Big Green Scheme Vision and Strategy – Care without costing the Earth](#)
- [Care without costing the Earth Sustainable Development Vision Action Plan](#)
- [Green Travel Plan](#)
- [Sustainable Procurement Strategy](#)
- [Waste Management Policy](#)
- [Workplace Wellbeing Framework](#)

10. Appendix A – Monitoring Table for this Policy

See Big Green Scheme reporting Framework section 5.6

Objective	Evidence	Method	Frequency	Responsible	Committee
Review progress across key areas	Energy, Water, Waste, Procurement, Travel monthly data	monthly report	Monthly	Sustainability Forum	Sustainability Forum Estates Division Management Board
Statutory report	Sustainable Development reporting template	Annual Report	Annual	Sustainability Forum	Trust Board
Review progress against sustainable development vision action plan	Full Sustainable development reporting template, action plan review, and Good Corporate Citizen	Sustainable Development Annual Report	Annual	Sustainability Forum	Trust Board

11. Appendix B – Dissemination, Implementation and Training Plan

The following table sets out the dissemination, implementation and training provisions associated with this Policy.

Plan Elements	Plan Details
The Dissemination Lead is:	Director Facilities and Estates
This document replaces existing documentation:	Yes Replaces Environmental Policy
Existing documentation will be replace by:	Future updates
This document is to be disseminated to:	All staff
Method of Dissemination:	Induction, Newsbeat, Sustainability Forum, Divisional managers to cascade to teams
Training is required:	Yes
The Training Lead is:	Energy and Sustainability Manager

Additional Comments
[DITP - Additional Comments]

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12. Appendix C - Equality Impact Assessment

Query	Response	
What is the aim of the document?	To provide guidance for the management of procedural documents within the organisation.	
Who is the target audience of the document (which staff groups)?	Authors of procedural documents and members of approval authorities. Add <input checked="" type="checkbox"/> or <input checked="" type="checkbox"/>	
Who is it likely to impact on and how?	Staff	<input checked="" type="checkbox"/>
	Patients	<input checked="" type="checkbox"/>
	Visitors	<input checked="" type="checkbox"/>
	Carers	<input checked="" type="checkbox"/>
	Other	<input checked="" type="checkbox"/>
Does the document affect one group more or less favourably than another based on the 'protected characteristics' in the Equality Act 2010:	Age (younger and older people)	<input checked="" type="checkbox"/>
	Disability (includes physical and sensory impairments, learning disabilities, mental health)	<input checked="" type="checkbox"/>
	Gender (men or women)	<input checked="" type="checkbox"/>
	Pregnancy and maternity	<input checked="" type="checkbox"/>
	Race (includes ethnicity as well as gypsy travelers)	<input checked="" type="checkbox"/>
	Religion and belief (includes non-belief)	<input checked="" type="checkbox"/>
	Sexual Orientation (lesbian, gay and bisexual people)	<input checked="" type="checkbox"/>
	Transgender people	<input checked="" type="checkbox"/>
	Groups at risk of stigma or social exclusion (e.g. offenders, homeless people)	<input checked="" type="checkbox"/>
	Human Rights (particularly rights to privacy, dignity, liberty and non degrading treatment)	<input checked="" type="checkbox"/>

End of Policy

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University Hospitals Bristol NHS Foundation Trust

**University Hospitals Bristol, Upper
Maudlin Street, Bristol**

Updated Travel Plan

A103876-1
August 2018



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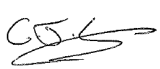
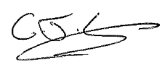
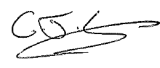
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1 Introduction

Brief

- 1.1 WYG has been appointed by University Hospitals Bristol NHS Foundation Trust to provide transport and highways material to support the creation of a new transport hub for the University Hospitals Bristol (UHB) facilities at Upper Maudlin Street.
- 1.2 This Travel Plan updates the information provided within the 2013 Travel Plan document, thereby superseding the existing 2013 Travel Plan. Given that the proposals for the new Transport Hub require the preparation of a Framework Travel Plan the UHB Trust and WYG consider that the best approach would be to build on the success of the existing 2013 Travel Plan and provide an Updated Travel Plan that can be rolled out over a further five year period. The proposed Transport Hub also offers the opportunity to provide a better sustainable transport offer to users of the UHB facilities and promote these through the Travel Plan.
- 1.3 The Updated Travel Plan sets out revised measures and a monitoring strategy that is appropriate for a medical facility serving a large population catchment area. This Updated Travel Plan will operate as an umbrella for UHB, setting out measures that will advise staff, visitors and patients on the opportunities for sustainable travel when accessing UHB facilities.
- 1.4 This Travel Plan is intended to provide a comprehensive means of managing the transportation impacts of UHB facilities by providing a series of suitable measures and objectives designed to encourage users to use more environmentally friendly modes of transport, where possible, than private car when making journeys to and from the site.
- 1.5 This Travel Plan has been prepared against National and Local Policy which provide a set of clear objectives which underpin the purpose for having a Travel Plan and guides the selection of Travel Plan measures.

Background

- 1.6 The UHB comprises a number of medical facilities which are located along Upper Maudlin Street, which includes (but not limited to) the Bristol Eye Hospital, Bristol Dental Hospital, Bristol Royal Infirmary, Bristol Royal Hospital for Children, Bristol Heart Institute, the Bristol Haematology & Oncology Centre and St Michael's Hospital.
- 1.7 UHB facilities are currently managed by the 2013 Travel Plan, which is provided at **Appendix B**. The 2013 Travel Plan set out a package of site specific measures to encourage staff, visitors and patients to use sustainable transport when making journeys to and from UHB facilities.
- 1.8 This Travel Plan has been prepared to refresh the existing Travel Plan for the site, considering the change in sustainable transport provision since 2013 and setting out the measures that are in



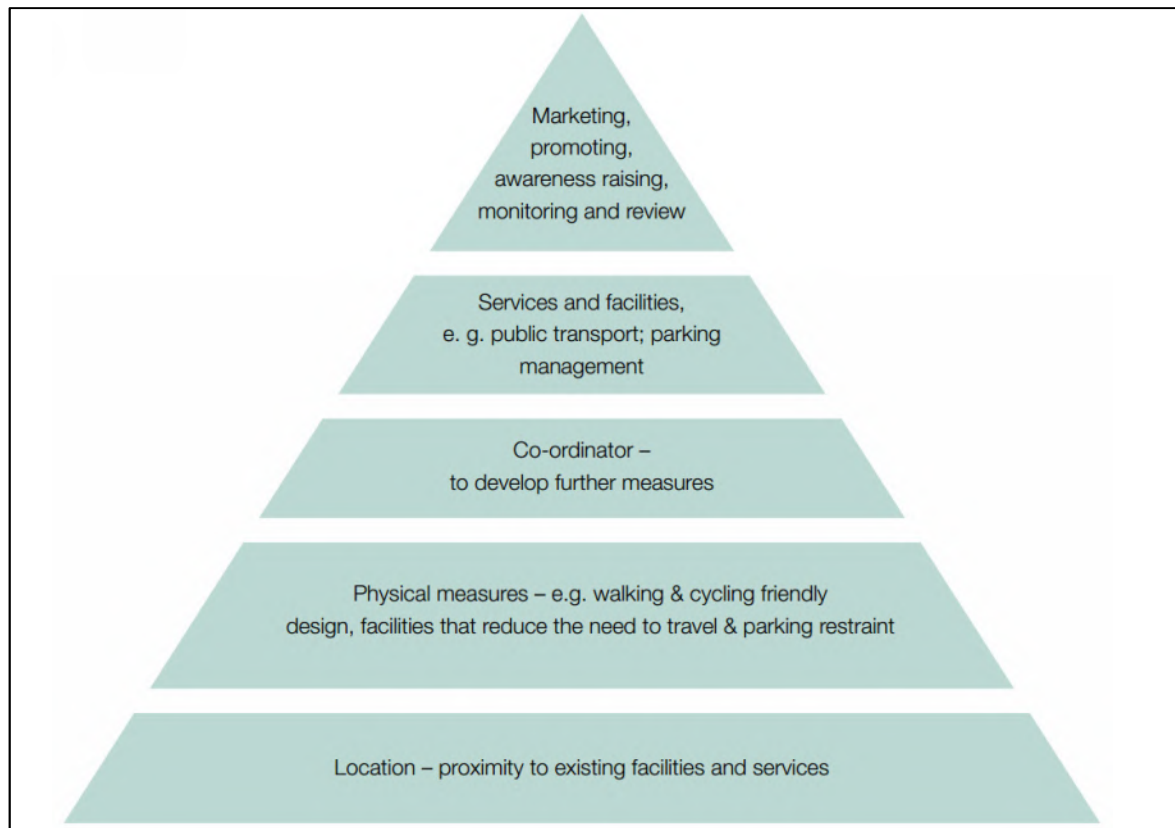
discussion to be provided by UHB going forward. This Travel Plan will therefore supersede the 2013 Travel Plan.

- 1.9 This Travel Plan has been submitted alongside an Application to create a new transport hub to serve these facilities, which will provide parking for up to 820 vehicles and 400 bicycles.
- 1.10 Due to the nature of the facilities provided by UHB, access by vehicle travel is a requirement for some members of staff and patients, which is why a transport hub is being proposed within this location. It is considered that the provision of a bespoke transport hub will:
- Reduce nuisance parking within the area;
 - Ensure patients can meet appointment times by reducing the time looking for a parking space;
 - Provide a net benefit to air quality emissions by reducing the time patients spend driving around the network, searching for a parking spaces;
 - Encourage travel by bicycle through the provision of a high quality cycle parking area;
 - Enable effective travel management which will reduce the impact of congestion in the local area; and
 - New pick up and drop off area within the UHB to be served by the shuttle bus (HUBS).
- 1.11 Given the above, this Travel Plan therefore aims to provide advice to future users advising them of how to access the UHB by sustainable modes, in pursuit of reducing the number of vehicular trips generated by the UHB where possible. It is proposed that implementation of this Travel Plan will supersede the current 2013 Travel Plan.

What is a Travel Plan?

- 1.12 A Travel Plan is a long-term management strategy that seeks to deliver sustainable transport objectives through positive action. It ensures that the development is sustainable and integrated with local transport strategies.
- 1.13 The Plan involves identifying a site-specific package of measures aimed at promoting and raising awareness of sustainable travel and reducing the reliance of single car occupancy trips. The document should be treated as a live strategy being reviewed and updated throughout its lifespan.
- 1.14 The principles of what determines an effective travel plan is depicted in the travel plan pyramid presented in **Figure 1.1**. The foundation of an effective travel plan is a sustainable location, with physical measures building upon this. At the top of the pyramid is promotion and marketing and ensures that communication with all those affected is undertaken effectively and consistently.

Figure 1.1 Travel Plan Pyramid



Source: Figure 4.2, pg. 53 of 'Delivering Travel Plans through the Planning Process' (DfT, 2006)

- 1.15 This framework travel plan considers and appropriately provides for each stage of the pyramid, to ensure that an effective travel plan is secured.

Travel Plan Benefits

- 1.16 The primary benefit of a Travel Plan is reducing congestion and traffic related pollution for the local area. Additional benefits that come from having a Travel Plan include (but are not limited to):
- Increased choice and quality of travel modes;
 - Reduced harmful impacts on the environment due to fewer vehicles being on the roads and promoting less environmentally intrusive forms of travel, such as walking and cycling; and
 - Improved health due to less pollution from vehicles and the take up of more active modes of travel, such as walking and cycling.



Report Structure

1.17 The structure of this report is as follows:

- Chapter 2 outlines the site location and local highway network;
- Chapter 3 outlines the existing sustainable travel provision in the vicinity of the proposed development;
- Chapter 4 outlines the aims, objectives and targets of the Travel Plan;
- Chapter 5 outlines the management strategy of the Travel Plan and proposed measures;
- Chapter 6 sets out the monitoring and review process of the Travel Plan; and
- Chapter 7 summarises and concludes the report.

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2 Travel Plan Policy

- 2.1 This section provides a summary of the Local and National Policy in regard to Travel Plans.

National Policy

National Planning Policy Framework (2018)

- 2.2 This document sets out the Government's planning policies for England and how these should be applied, providing a framework within which locally-prepared plans for housing and other development can be produced. It was formally adopted on the 24th July 2018.
- 2.3 NPPF identifies that all developments that will generate significant amounts of movement should be required to provide a Travel Plan, and the application should be supported by a Transport Statement or Transport Assessment so that the likely impacts of the proposal can be assessed.

Planning Policy Guidance

- 2.4 The Government launched its Planning Practice Guidance (PPG) on 6th March 2014. The associated website brings together many areas of English planning guidance into a new format, linked to NPPF. The PPG sets out the requirement for 'Travel Plans, Transport Assessment and Statements in decision making section.
- 2.5 PGG states that Travel Plans evaluate and consider:
- Benchmark travel data including trip generation databases;
 - Information concerning the nature of the proposed development and the forecast level of trips by all modes of transport likely to be associated with the development;
 - Relevant information about existing travel habits in the surrounding area;
 - Proposals to reduce the need for travel to and from the site via all modes of transport; and,
 - Provision of improved public transport services.

Local Policy

The West of England Joint Local Transport Plan 3 2011 – 2026

- 2.6 The four Councils of Bath and North East Somerset, Bristol City, North Somerset and South Gloucestershire have collaborated to deliver transport improvements in the West of England. The Joint Local Transport Plan (JLTP3) covers the period from 2011 to 2026 and was adopted in March 2011.
- 2.7 The JLTP3 sets out to reduce carbon emissions, support economic growth and promote accessibility. It also targets better safety, community health, improved quality of life and a healthy natural environment.



Bristol Local Plan Development Framework Core Strategy

- 2.8 The Bristol Development Framework Core Strategy was adopted June 2011 and sets out the strategic development principles for Bristol up to 2026. The core strategy sets out the following overarching objectives for development, in regard to transport:
- Ensuring a sustainable future for Bristol;
 - Mixed, balanced and sustainable communities;
 - Appropriate housing provision;
 - Better health and wellbeing; and,
 - Improved accessibility and connectivity.
- 2.9 Policy BCS10 outlines that Development proposals should be located where sustainable travel patterns can be achieved, with more intensive, higher density mixed use development at accessible centres and along or close to main public transport routes. Proposals should minimise the need to travel, especially by private car, and maximise opportunities for the use of walking, cycling and public transport. This will include requirements for developments to implement smarter choices measures including Travel Plans.

Bristol Local Plan Site Allocations and Development Management Policies

- 2.10 The Site Allocations and Development Management Policies Local Plan (DMP) is part of the Bristol Local Plan and was adopted July 2014. The DMP sets out the overall development strategy for the city and contains strategic planning policies to deliver that strategy for up to 2026.
- 2.11 Policy DM23 states that development proposals should *"be supported by a Transport Assessment and/or a Travel Plan where development is likely to have a significant traffic impact."* The DMP states that the *"scope of Travel Plans will be established through early discussions with the council and will depend on the scale and use of the development proposed. It will also include the consideration of any impacts that may occur in the adjoining local planning authority areas. Regard should be had to the Department for Transport guidance on their preparation."*

Bristol City Council Travel Plan Guide for New Developments

- 2.12 The Bristol City Council Travel Plan Guide for New Developments document sets out BCC's guidance on measures and structure for Travel Plans in the City. It sets out a checklist that should be used to ensure that Travel Plans are compliant with BCC's standards.

Air Quality Management Areas

- 2.13 The site lies within the Bristol AQMA, which declares the pollutant levels of Particulate Matter and Nitrogen Dioxide. This Travel Plan will assist with achieving the goals of the AQMA strategy.



Summary

- 2.14 This document has been prepared taking into consideration the Travel Plan principles of National and Local Policy and a wide range of travel planning guidance and good practice documents.
- 2.15 This Travel Plan adheres to Policy by providing appropriate site specific measures to the scale and impact of the proposed development. It provides a review of the development site's sustainability implications and a commitment by the developer, to introduce and investigate measures that will encourage future residents and visitors to use alternative modes of travel.
- 2.16 Additionally, it is considered that through the design of the site masterplan, the layout of the development encourages the use of travel by walking, cycling and public transport. The design of the site aims to provide a holistic travel environment that is conducive towards encouraging sustainable travel whilst reducing the reliance of travel by car.

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3 Site Context

- 3.1 This section considers the location of the development site with respect to the accessibility of the site.

Site Location

- 3.2 UHB buildings are located within the centre of Bristol, adjacent Upper Maudlin Street and St Michael's Hill. The location of the UHB facilities and the proposed transport hub are illustrated at **Figure 3.1**.

Access by Walking

- 3.3 The site is located adjacent to existing footways which form part of the local pedestrian network for Bristol, which is a combination of footways, footpaths and crossing points that accommodate the safe movement of pedestrian around the local area.
- 3.4 The UHB is located in a highly sustainable location by being located within the centre of Bristol. As discussed above, it is well integrated into the local pedestrian network and it is likely that it would be favourable for site users travelling from Hotwells, Clifton, Cotham, Redland, Montpeillier, St Pauls, St Judes and Redcliffe to travel to and from UHB buildings by foot.
- 3.5 The proposed transport hub will generate pedestrian trips from the proposed transport hub to UHB buildings, which are accessible by using the footways located along Montague Hill South and the B4051 Marlborough Street. This would comprise a walking time of approximately 4 minutes, over a distance of 300m. The transport hub is therefore well located to encourage the safe movement of pedestrians to and from UHB facilities.
- 3.6 The accessibility of the site by foot is illustrated at **Figure 3.1**, which sets out the results of a Walking Isochrone, which has been modelled at a walking speed of 4.8kph.
- 3.7 Given the above, it is considered that walking will be an attractive mode for trips undertaken by staff and visitors, rather than patients.

Access by Cycling

- 3.8 The transport hub and existing UHB buildings are located within close proximity of the Bristol Cycle Network, which is an integrated network of cycleways and crossing points that facilitate the safe movement of cyclists to, from and within the city. **Figure 3.2** illustrates the Bristol Cycle Network.

Figure 3.2 Bristol Cycle Network



- 3.9 The local road network is substantially traffic calmed, with the a 20mph speed limit in enforcement. As such, roads within the centre of Bristol are considered appropriate to accommodate cyclists, as vehicles travelling at lower speeds are considered favourable to accommodate cycle movements.
- 3.10 The site is located within close proximity of cycle infrastructure with the site being located within the 20mph speed limit zone. Given this, it is considered that there are genuine opportunities to encourage future site users to travel to and from the site by cycling.
- 3.11 The Bristol Cycle Network benefits from connections to the National Cycle Network, with National Cycle Route 3, 4, 33 and 41 operating within the city. The National Cycle Network provides a long distance signed cycle route that connects the wider parts of the city to the centre. The Bristol Cycle Network



also provides cycle 'quietways' that form direct cycle connections to the wider parts of Bristol. This includes the Concorde Way, Frome Greenway, Whitchurch Way and Hartcliffe Way.

- 3.12 **Figure 3.3** illustrates the National Cycle Network and the 'quietways' that form part of the Bristol Cycle Network. A Cycling Isochrone has been undertaken, that sets out the locations that are within a 30 minute cycle ride of UHB facilities. The Isochrone was modelled using a cycle time of 16kph, with a 30 minute travel time comprising 8km.
- 3.13 **Figure 3.3** demonstrates that the majority of Bristol is located within a 30 minute cycle ride of UHB facilities. Given the number of neighbourhoods located within proximity of the site, cycling is likely to be favourable for use by UHB staff members and visitors.

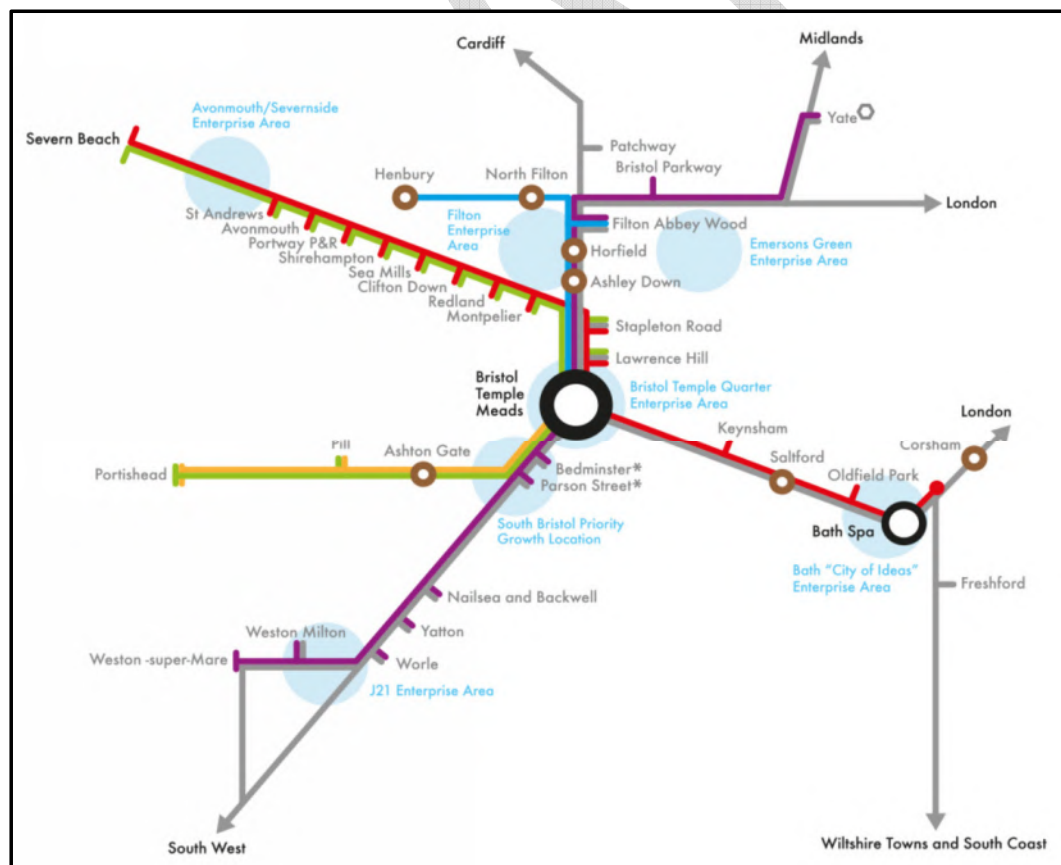
Access by Bus

- 3.14 The proposed transport hub and existing UHB buildings are located on a public transport corridor, with services calling at the bus stops along Upper Maudlin Street, which are located 100m from the main entrance to the Bristol Royal Infirmary (BRI).
- 3.15 These services are further complimented by the significant number of services that call at the Bristol Bus and Coach Station, which is located within 300m of the main entrance to the BRI, accessible within a 4 minute walk. The Bristol Bus and Coach Station provides services to the wider parts of Bristol and surrounding settlements. The Bristol Bus and Coach Station also forms part of the new MetroBus service, which will increase connectivity to the wider parts of Bristol to the Bristol Bus and Coach Station, enhancing the existing public transport provision making travel by bus an attractive option.
- 3.16 In addition to the above, a free shuttle bus services runs between 6.50am and 8pm, Monday to Friday operating at an average frequency of 2 services per hour. The service connects UHB facilities (the Bristol Eye Hospital, Bristol Dental Hospital, Bristol Royal Infirmary, Bristol Royal Hospital for Children, Bristol Heart Institute and the Bristol Haematology & Oncology Centre, St Michael's Hospital) to Bristol Temple Meads, and the Cabot Circus car park.
- 3.17 A Public Transport Isochrone has been undertaken to demonstrate the accessibility of the site by public transport, which includes bus patrons walking a maximum of 400m when accessing a bus services. The assessment is multi-modal, enabling users to use rail connections to access the wider area.
- 3.18 The Public Transport Isochrone has been modelled using the TRACC public transport accessibility software, which has been mapped thematically within GIS to demonstrate the availability of public transport for a 60 minute journey time.
- 3.19 The results of this assessment are provided at **Figure 3.4**, which demonstrates that UHB facilities are highly accessible by public transport. Given the review of public transport accessibility, it is concluded that there are numerous opportunities for future users to use public transport when travelling to or from the site.

Access by Rail

- 3.20 The closest railway station is Redland Railway Station, located approximately 1.3km from the proposed development site. The station is accessible within a 16 minute walk or 5 minute cycle ride. The station is located along the Severn Beach Line and is operated by Great Western Railway. The station provides connections to Clifton, Shirehampton and Bristol Temple Meads.
- 3.21 Additional services are accessible from Bristol Temple Meads, located approximately 1.8km from the site. The station is accessible within a 23 minute walk or 7 minute cycle ride. Bristol Temple Meads provides a high volume of services to key destinations across the wider parts of the country such as Cardiff, Bath Spa and London. It should be noted that a free shuttle bus connects UHB facilities to Bristol Temple Meads, which makes travel by rail for wider journeys an attractive option.
- 3.22 The internal rail network of Bristol is currently undergoing enhancement following implementation of the MetroWest scheme, which aims to ease congestion and to attract people who currently use cars onto the railway. This will be achieved by increasing service frequency, reopening disused railway stations, enhancing station facilities and re-opening the Portishead Railway Line.
- 3.23 **Figure 3.5** provides a brief overview of the operating network following completion of MetroWest.

Figure 3.5 Local Rail Network - MetroWest





- 3.24 A Public Transport Isochrone has been undertaken to demonstrate the accessibility of the site by public transport. The assessment is multi-modal and considers the accessibility of users travelling by bus, rail and walking. **Figure 3.4** illustrates the results of the assessment.
- 3.25 **Figure 3.4** demonstrates that a number of settlements are accessible within a 60 minute journey time of the site, when using public transport. This includes staff, visitors or regional patients that may live in Weston-super-Mare, Portishead, Bath, Yate, Chippenham or smaller settlements located in the surrounding counties.
- 3.26 **Figure 3.4** demonstrates that UHB facilities are highly accessible by public transport. Given the review of public transport accessibility, it is concluded that there are numerous opportunities for future users to use public transport when travelling to or from the site.

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4 Aims, Objectives and Targets

4.1 This chapter outlines the objectives and targets of the Travel Plan for the proposed development.

Travel Plan Aims

4.2 The main aims of this Travel Plan are as follows:

- Reduce congestion;
- Reduce emissions and improve air quality;
- Promote healthier lifestyles;
- Seek a reduction in single occupancy vehicles; and
- To increase the number of journeys by sustainable transport.

Travel Plan Objectives

4.3 The main objective of this Travel Plan is to:

- Seek to minimise the number of single occupancy car journeys made to and from the site, to promote travel by the more sustainable modes of transport, and to manage the overall transport impacts of the development.

4.4 Beneath this headline objective, several other related objectives have been identified as follows:

- **Objective 1:** Reduce the need to travel by car;
- **Objective 2:** Promote walking / cycling and health and wellbeing to reduce car trips;
- **Objective 3:** Promote public transport;
- **Objective 4:** Provide information that is conducive towards promoting sustainable travel and changing travel behaviour;
- **Objective 5:** Promote car sharing.

Existing Staff Travel Plan Characteristics

4.5 The 2013 Travel Survey set out a long term mode share target for UHB facilities, with 2017 as the Horizon Year. This target is reproduced at **Table 4.1**.

4.6 A Travel Plan survey was undertaken for the 2017 period, which was undertaken as part of the 2013 Travel Plan monitoring process. The survey recorded the mode shares set out in **Table 4.1** compared against the original 2013 targets.

Table 4.1 2013 Travel Plan 2017 Target and 2017 Mode Share Result

	2013 Travel Plan Target (2017 Target)	2017 Survey – Recorded Mode Share
Car Driver	28%	24%
Car Share	10%	7%
Bus	21%	36%
Park and Ride	5%	
Train	4%	-
Walk	11%	15%
Cycle	13%	12%
M/Cycle	4%	1%
Other	4%	5%

- 4.7 **Table 4.1** shows that the 2013 Travel Plan forecast that 38% of trips generated by UHB staff would be undertaken by car with 10% classified as passengers. The remaining 62% would be undertaken by sustainable modes of transport.
- 4.8 The Travel Survey conducted in 2017, recorded that 31% of trips generated by UHB staff are undertaken by car with 7% classified as passengers. The remaining 69% of trips are undertaken by sustainable modes of transport.
- 4.9 The measures implemented as part of the 2013 Travel Plan exceeded the targets which were set by the 2013 Travel Plan.

Staff Travel Plan Targets

- 4.10 The mode share targets for the UHB facilities are set out in **Table 4.2**

Table 4.2 Staff Mode Share Targets

Outcome	Target	Base*	Final	Shift
Primary				
Reduce the volume of car trips	To reduce car trips by 10%	24%	19.2%	4.8%
Secondary				
Increase active travel	Increase walking	15%	15.5%	0.5%
	Increase cycling	12%	14.4%	2.4%
	Increase bus and rail	36%	37.4%	1.4%
	Increase car sharing	7%	7.5%	0.5%

*Obtained from the 2017 Staff Travel Survey

- 4.11 This Travel Plans targets is a 20% reduction in single occupancy vehicles (4.8% percentage points) whilst simultaneously increasing cycling, walking, car sharing and public transport.

Existing Visitor and Patient Travel Characteristics

- 4.12 The Travel Plan for the site has been in operation since 2013, with a number of measures in place to reduce the reliance on car travel and promote travel by sustainable transport. Based upon the most recent visitor survey (February 2018), approximately:



- 43% travel by foot, cycling, public transport and community transport;
- 57% travel by car as either a driver or passenger.

Visitor and Patient Travel Plan Targets

- 4.13 Given the nature of the proposed transport hub and existing facilities / operations provided by the UHB, it is considered impractical to provide quantitative visitor / patient targets to measure the effectiveness of the Travel Plan. The reason being that patients will vary on mobility.
- 4.14 It is therefore proposed that a qualitative target is set to maximise the promotion of sustainable transport to visitors and patients, to encourage sustainable travel where feasible. It is considered that this approach can maximise a change in journey behaviour that may avoid the requirement for accessing the facility by vehicular mode. The target for this Travel Plan will therefore be as follows:
- This Travel Plan will target to provide information to visitors and patients over the lifespan of the Travel Plan, to encourage regular trips to be undertaken by walking, cycling and by public transport through effective user based journey planning.

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5 Travel Plan Strategy and Responsibility

- 5.1 One of the most important development aspects of achieving a sustainable development is ensuring that sustainable travel opportunities are in place at the outset.

Travel Plan Strategy

- 5.2 This Travel Plan aims to enhance the existing strategy that is current in place as part of the 2013 Travel Plan.
- 5.3 The Travel Plan is site specific with the choice of measures partly determined by the existing opportunities and constraints offered by the site. The Travel Plan will combine a range of hard measures such as site design and infrastructure with soft measures such as marketing and raising awareness.
- 5.4 The specified measures will provide a holistic package in which individual measures are integrated into the design, marketing and occupation of the site rather than being 'retrofitted' once the development is established.
- 5.5 Furthermore, the Travel Plan will be treated as a 'live' document, ever changing and evolving to best suit the needs of the development.

Travel Plan Responsibility

Travel Plan Coordinator

- 5.6 A Travel Plan Coordinator (TPC) was appointed to oversee the 2013 Travel Plan. Appropriate funding and time was made available for the TPC to manage and coordinate the running of the 2013 Travel Plan to fulfil his / her role.
- 5.7 The appointment of a TPC was key measure of the travel plan and is considered essential for the management and successful implementation of measures associated with the Travel Plan. Details of the existing Travel Plan Coordinator are set out at **Table 5.1**.

Table 5.1 Travel Plan Coordinator Contact Details

Contact Details	Stewart Cundy Operations, Manager Support Services Facilities Department Bristol Royal Infirmary Marlborough Street Bristol BS2 8HW
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6 Travel Plan Measures

- 6.1 This Travel Plan outlines the 'hard' measures which are incorporated into the design of the scheme and the 'soft' measures which can be provided to promote sustainable travel choices together with new ways of organising activities to minimise the need to travel. These measures will be primarily aimed at reducing single occupancy car journeys.
- 6.2 Travel planning measures and initiatives at the proposed development will be provided to enable the scheme to meet the specified targets; details of these measures are outlined in this section.

Travel Plan Measures

Wider Measures

Travel Plan Coordinator

- 6.3 Detailed in **Chapter 5** at **Paragraph 5.6** to **5.7**.

Provision of Information

- 6.4 If the message is to be conveyed to users that sustainable forms of transport are preferred to the private car, then it is essential that adequate information is available. A number of communication mechanisms are already in operation which include noticeboards, signage and leaflet stands. Information is also provided on the UHB website at www.uhbristol.nhs.uk/patients-and-visitors/travelling-to-and-from-our-hospitals.
- 6.5 The communication mechanisms listed above provide a wide variety of sustainable travel information, which can assist staff, visitors and patients in their journey planning process. This information is discussed in the remainder of this Chapter.

Travel Information Leaflet

- 6.6 The UHB Trust has a number of specific leaflets that are provided at UHB facilities that provide information on how best to access specific UHB buildings. These leaflets are available to staff, visitors and patients.
- 6.7 In addition, this information is also attached to letters to patients to ensure that they can appropriately plan their journey and attend their appointment at the required time.

Noticeboard

- 6.8 Sustainable travel information noticeboards are located around UHB buildings, in areas which are highly trafficked by staff, visitors and patients. The noticeboards provide information of a variety of sustainable travel modes and are also used as a facility to promote sustainable travel events / initiatives and www.uhbristol.nhs.uk website.



- 6.9 It will be the responsibility of the TPC to ensure that the information contained on the board is relevant and up to date.

Travel Website

- 6.10 A dedicated website setting out journey planning information is currently operating for the site, which contains information on how to access the UHB buildings by various modes of sustainable transport. The website address www.uhbristol.nhs.uk/patients-and-visitors/travelling-to-and-from-our-hospitals and it provides information on the following:

- Location Map;
- Information on travel by car;
- Hospital parking;
- NCP and Bristol City Council Parking;
- Cabot Circus Shopping Centre Parking and free shuttle bus;
- Hospital and University free shuttle bus;
- Travel by train;
- Travel by bus;
- Park & Ride schemes;
- Bristol Dial-a-Ride;
- Volunteer driver services;
- Healthcare Travel Costs Scheme; and
- Hospital Transport (the Patient Transport Service).

- 6.11 It will be the responsibility of the TPC to ensure that the information provided on the website is relevant and up to date.

Car Sharing

- 6.12 The benefits of car sharing (<http://travelwest.info/drive/car-sharing> and www.liftshare.com) will be promoted to staff, visitors and patients by a variety of communication mechanisms (e.g. noticeboard, website, TPC). Car sharing is an effective tool to reduce the number of single occupancy car trips, which can provide a level of relief to the local road network and improve air quality.
- 6.13 The existing TPC is investigating the opportunities to provide car sharing spaces within the new transport hub.

Free Shuttle Bus (HUBS)

- 6.14 A free shuttle bus services runs between 6.50am and 8pm, Monday to Friday operating at an average frequency of 2 services per hour. The service connects the Cabot Circus car park to Bristol Temple Meads, the Bristol Eye Hospital, Bristol Dental Hospital, Bristol Royal Infirmary, Bristol Royal Hospital for Children, Bristol Heart Institute and the Bristol Haematology & Oncology Centre.



- 6.15 Staff, patients and visitors can park on any level on the Cabot Circus car park, with signage present to guide bus patrons to the stop that serves the shuttle bus. Use of the shuttle bus is free of charge, though patients, staff and visitors are required to pay for their parking, which is paid on the return to their vehicle at one of the 'pay on foot' machines on each floor of the car park.
- 6.16 The shuttle bus will be promoted to staff, visitors and patients by a variety of communication mechanisms (e.g. noticeboard, website, TPC).
- 6.17 The existing TPC is in discussions with First Bus on the opportunities to provide a free bus service linking Bristol Temple Meads to UHB facilities. It is envisaged that this connection would enable a re-routing of the shuttle bus service so that it operates in a more contusive loop which will include the new transport hub. It is also envisaged that the re-routing of the shuttle bus would enable it to operate at a minimum frequency of 1 service every 20 minutes, due to the journey time saving achieved by no longer serving Bristol Temple Meads.

HUBS Bus Stop at the Transport Hub

- 6.18 As part of the proposals for the Transport Hub, the UHB Trust will provide a new bus stop that will be served by the Trust's HUBS bus. This bus stop will be provided on Montague Hill South adjacent the Transport Hub with a bus turning area provided within the Trust's land currently used as the MEMO car park opposite.
- 6.19 This bus stop and the wider proposals for the Transport Hub will facilitate users of the HUBS bus which will encourage further modal shift within the Travel Plan.

Drop Off / Pick Up Facility

- 6.20 It is proposed that a new drop off / pick up facility will be provided along Montague Hill South, to facilitate car share trips. The location of this facility will be promoted to staff, visitors and patients by a variety of communication mechanisms (e.g. noticeboard, website, TPC).

Bicycle Workshop

- 6.21 The Taylored Cycle Hub is a bicycle workshop in a van, located at different sites around Bristol on each day of the week. UHB currently has an agreement with Taylored Cycle Hub for the facility to operate at the car park off Montague Hill South, once per month. The Taylored Cycle Hub provides a stock of accessories, such as bicycle lights and locks, and can service or repair bicycles.
- 6.22 The existing TPC is currently in discussions with Taylored Cycle Hub on the opportunities to increase this service. It is expected that development of the new transport hub would allow the Tailored Cycle Hub to be sited within this location.



Public Hire Bicycles

- 6.23 YoBikes currently operate a public hire bicycle scheme within the Bristol area, where customers can sign in and pay for using the YoBike bicycle via a phone application. The YoBike bicycle can be rented at any time and can be deposited at one of the many parking stations located around the city.
- 6.24 The current cost of using a YoBike bicycle is £1 for an hour, £5 for a day pass or £39 a year for an annual pass which enables 2 hours travel per day. The scheme offers flexible journey opportunities which is likely to be favourable for use by staff, visitors and patients.
- 6.25 The YoBike scheme will be promoted to staff, visitors and patients by a variety of communication mechanisms (e.g. noticeboard, website, TPC).

Taxi's

- 6.26 A number of telephones are located throughout the BRI which enable free phone calls to taxi hotlines. The phones are well advertised within the hospitals to encourage maximum uptake. In addition, taxi ranks are also located near of the Bristol Eye Hospital at the bottom of Lower Maudlin Street and by the Bus Station.
- 6.27 The location of the phones will be promoted to staff, visitors and patients by a variety of communication mechanisms (e.g. noticeboard, website, TPC).

Car Club

- 6.28 Car club locations will be widely promoted to staff, visitors and patients through a variety of communications. Due to the city centre location of the BRI, it benefits from being within close proximity of bays operated by Enterprise Car Club and Co Wheels Car Club.
- 6.29 The Enterprise Car Club operates a vehicle from the Pay and Display car park located on Montague Hill South with Co-Wheels operating a bay on Montague Street. The Car Club space will be relocated into the new transport hub.
- 6.30 The location of the car club bays will be promoted to staff, visitors and patients by a variety of communication mechanism (e.g. noticeboard, website, etc), with the TPC also using these mechanisms to advise how a new users can sign up to the facility.

Park and Ride

- 6.31 There are three Park & Ride facilities in Bristol, located at Long Ashton, Shirehampton and Brislington. Buses run every 10-20 minutes Monday to Saturday and take between 15-20 minutes to reach the city centre. All services stop in the city centre (adjacent the fountains), within walking distance of the main sites and at stops where there is HUBS transport available. Parking is free with payment for the services taken when patrons pay for the bus service with return fares (costing £2 to £4 depending when you travel).



- 6.32 The benefits of using the park and ride facility will be promoted to staff, visitors and patients by a variety of communication mechanisms (e.g. noticeboard, website, TPC).

Staff Only Measures

Cycle Parking

- 6.33 The BRI currently provides 404 cycle parking spaces which are restricted to staff use only. The location of these facilities are as follows:
- Main BRI Building – 280 cycle parking spaces, 4 females showers, 4 male showers, 280 lockers;
 - Education Centre Main Entrance – 16 cycle parking spaces;
 - Ward 38 – 20 cycle parking spaces;
 - Bristol Heart Institute – 30 cycle parking spaces, 2 female showers, 2 males showers and 30 lockers;
 - St Michael's Hospital – 50 cycle parking spaces;
 - Facilities Office – 8 cycle parking spaces; and
 - An additional 400 spaces with shower and changing facilities to be created at the proposed transport hub.

Motorcycle Facilities

- 6.34 The BRI currently provides 50 motorcycle parking spaces which are restricted to staff use only. The spaces are located adjacent the Bristol Eye Hospital. The location of motorcycle parking areas will be promoted to staff by a variety of communication mechanisms (e.g. noticeboard, website, TPC) to encourage maximum uptake.

Shower and Changing Facilities

- 6.35 Changing facilities with lockers are provided within the main BRI building and Bristol Heart Institute facility, which enable cyclists to 'freshen up' before their working day. Staff will also benefit from changing facilities with lockers that will be provided within the transport hub.
- 6.36 Existing shower and changing facilities are provided in accessible locations with the new shower and changing facilities proposed at basement level in the proposed transport hub. The enhancement of shower and changing facilities for UHB staff will enable a greater threshold of staff to use these facilities. This is considered a key feature in ensuring that cycling to work remains attractive in the long run.
- 6.37 The location of the shower and changing facilities will be promoted to staff by a variety of communication mechanisms (e.g. noticeboard, website, TPC) to encourage maximum uptake.



Cycle to Work Scheme

- 6.38 UHB offers employees the opportunity to purchase bicycles through the 'Cycle to Work' scheme providing staff with tax benefits and the ability to spread the cost over a 12-month period through the Salary Sacrifice scheme.
- 6.39 The Cycle to Work scheme will be promoted to staff by a variety of communication mechanisms (e.g. noticeboard, website, TPC) to encourage maximum uptake.

Electric Bikes

- 6.40 The TPC is investigating the feasibility of providing Electric Bikes for use by staff at the BRI. Electric Bikes have been introduced at South Bristol Hospital, where the Community Discharge Team use them to visit patients and travelling between medical facilities.

Vehicle Fleet Management

- 6.41 UHB facilities currently manage the movement of fleet vehicles to ensure that smart travel arrangements are utilised. This includes the adoption of a fleet management strategy that:
- Minimises trips by part filled / empty vehicles;
 - Uses smarter routing systems to reduce the number of miles taken to make deliveries to reduce the impact to the local road network and keep emissions low; and
 - Encourage more sustainable fleet vehicles., operating fleet vehicles that are no less than 7 years old, with new vehicles meeting Euro 5 emission standards.

Visitor and Patients Measures

Provision of Information

- 6.42 If the message is to be conveyed to users that sustainable forms of transport are preferred to the private car, then it is essential that adequate information is available. A number of communication mechanisms are already in operation which include noticeboards, signage and leaflet stands. Information is also provided on the UHB website at www.uhbristol.nhs.uk/patients-and-visitors/travelling-to-and-from-our-hospitals.
- 6.43 The communication mechanisms listed above set out the following information, which can assist patients in their journey planning process:
- Contact information for Bristol community transport services such as Bristol Dial-a-Ride;
 - Contact information on how to organise travel subsidy from the Healthcare Travel Costs Scheme;
 - Contact information on how to organise use of the patient transport service (PTS), which is provided for patients who require the specialist support of an ambulance crew to travel.



Cycle Parking

- 6.44 UHB buildings currently provides 134 public cycle parking spaces, which can be used by visitors and patients. Due to the spaces being public, reasonable endeavours will be used to encourage staff to use the staff cycle parking areas.
- 6.45 The location of these public cycle parking areas are as follows:
- King Edward Building – 30 cycle parking spaces;
 - Old Building – 16 cycle parking spaces;
 - Dental Hospital – 12 cycle parking spaces;
 - Bristol Children’s Hospital – 45 cycle parking spaces;
 - Education Centre Main Entrance – 16 cycle parking spaces;
 - St Michael’s Hospital – 52 cycle parking spaces;
- 6.46 The location of public cycle parking locations will be promoted to visitors and patients by a variety of communication mechanisms (e.g. noticeboard, website, etc) to encourage maximum uptake.

Bristol Dial-a-Ride

- 6.47 Bristol Dial-a-Ride is a door-to-door bus service for any person who cannot use public transport due to age, mobility or communication impairment. The service operates on weekdays: Monday - Thursday, 9am - 5pm and Friday, 9am - 4.30pm. The bus fare generally comparable to public transport.
- 6.48 The Bristol Dial-a-Ride scheme facility will be promoted to visitors and patients by a variety of communication mechanisms (e.g. noticeboard, website, TPC) to encourage maximum uptake.

Healthcare Travel Costs Scheme

- 6.49 The Healthcare Travel Costs Scheme (HTCs) is a subsidy scheme which can be claimed by patients or carers that quantify for Universal Credit or income support. The scheme is designed to subsidize the cost of accessing medical healthcare by providing free transport.
- 6.50 The HTCs scheme and the procedure for claiming against the scheme will be promoted to patients by a variety of communication mechanisms (e.g. noticeboard, website, TPC) to encourage maximum assistance in ensuring members of the public can access the required healthcare facilities.

Hospital Transport (Patient Transport Service)

- 6.51 The patient transport service (PTS) is provided for patients who require the specialist support of an ambulance crew to travel. The service provides free transport to and from hospital for people whose condition means they need additional medical support during their journey. Use of this facility will be advised by a specialist healthcare advisor, GP or the emergency services.



7 Implementation, Monitoring and Review

7.1 This chapter sets out the implementation, monitoring and review process of the Travel Plan.

Implementation

7.2 A key aspect of the Travel Plan is the provision of travel information for site users. It will be the responsibility of the TPC to ensure that the strategy and proposed measures are implemented. This is already implemented under the 2013 Travel Plan and will continue to be operated under this new Travel Plan.

7.3 It will therefore continue to be the role of the TPC to monitor and evaluate the impacts of the Travel Plan and report findings to Bristol City Council (BCC).

Monitoring and Review

7.4 It is expected that initial travel surveys will be organised by the TPC 3 months after completion of the transport hub. The travel surveys will review the travel characteristics of the proposed hub and wider UHB site. Following the initial survey, the TPC will carry out annual review for the following 5 years.

7.5 However, consideration needs to be given to the fact that the UHB Trust has an existing Travel Plan for the wider site in place with ongoing monitoring. As a result, the monitoring of the existing Travel Plan and how this will tie into proposals for the new hub will be discussed and agreed with Bristol City Council.

7.6 Where possible, the surveys will be undertaken in a neutral month such as April, May, June, September or October and will not coincide with school holidays. This annual monitoring will make use of agreed standard templates with the results being summarised and made available to BCC if desired. The TPC will ensure that the following items are examined annually:

- Modes of travel based on staff survey questionnaire;
- Monitoring of vehicle and cycle parking areas;
- Monitoring of the use of the shuttle bus; and
- General feedback from staff, visitors and patients through survey questionnaire.

7.7 The TPC will compile an Annual Monitoring Report survey outlining the results of the monitoring survey and review. This will be provided to the agreed contact at BCC within three months of the surveys taking place.



8 Summary and Conclusion

Summary

- 8.1 WYG has been appointed by University Hospitals Bristol NHS Foundation Trust to provide transport and highways material to support the creation of a new transport hub for the University Hospitals Bristol (UHB) facilities at Upper Maudlin Street.
- 8.2 This Travel Plan updates the information provided within the 2013 Travel Plan document, thereby superseding the existing 2013 Travel Plan. It sets out revised measures and a monitoring strategy that is appropriate for a medical facility serving a large population catchment area. This Travel Plan will operate as an umbrella for UHB, setting out measures that will advise staff, visitors and patients on the opportunities for sustainable travel when accessing UHB facilities.
- 8.3 This Travel Plan adheres to Policy by providing appropriate site specific measures to the scale and impact of the proposed development. It builds on the existing successful UHB Travel Plan and has been updated to account for the proposed transport hub and the improvements this will bring to the wider UHB site. This Updated Travel Plan provides a review of the UHB site's sustainability credentials and a commitment by the UHB Trust, to develop an exemplar Travel Plan to encourage staff, visitors and patients (where practical) to use alternative sustainable modes of travel.
- 8.4 This Travel Plan sets out an overarching Travel Plan strategy with aims and objectives for the wider UHB site including the proposed transport hub. This Travel Plan aims to reduce congestion, improve air quality and promote healthier lifestyles by reducing the number of single occupancy trips.
- 8.5 This Travel Plan provides a site-specific package of measures which can be used to promote access by sustainable modes to / from UHB facilities.
- 8.6 Management and monitoring of this Travel Plan will be overseen by a TPC who will raise awareness of sustainable travel and promote the principles of the Travel Plan to future site users.

Conclusion

- 8.7 This Updated Travel Plan considers the current UHB site Travel Plan and the best practice that has been applied on site since 2013. It is proposed that this Travel Plan will replace and effectively extend the existing 2013 Travel Plan and provide a further five year period of travel planning across the UHB site.
- 8.8 This Updated Travel Plan accompanies the Transport Hub planning application. The proposed Transport Hub will assist the UHB Trust in delivering further modal shift through the provision of further cycle and walking facilities, a dedicated travel office and wider improvements to increase the use of the existing Hubs bus service across the UHB wider site and city.



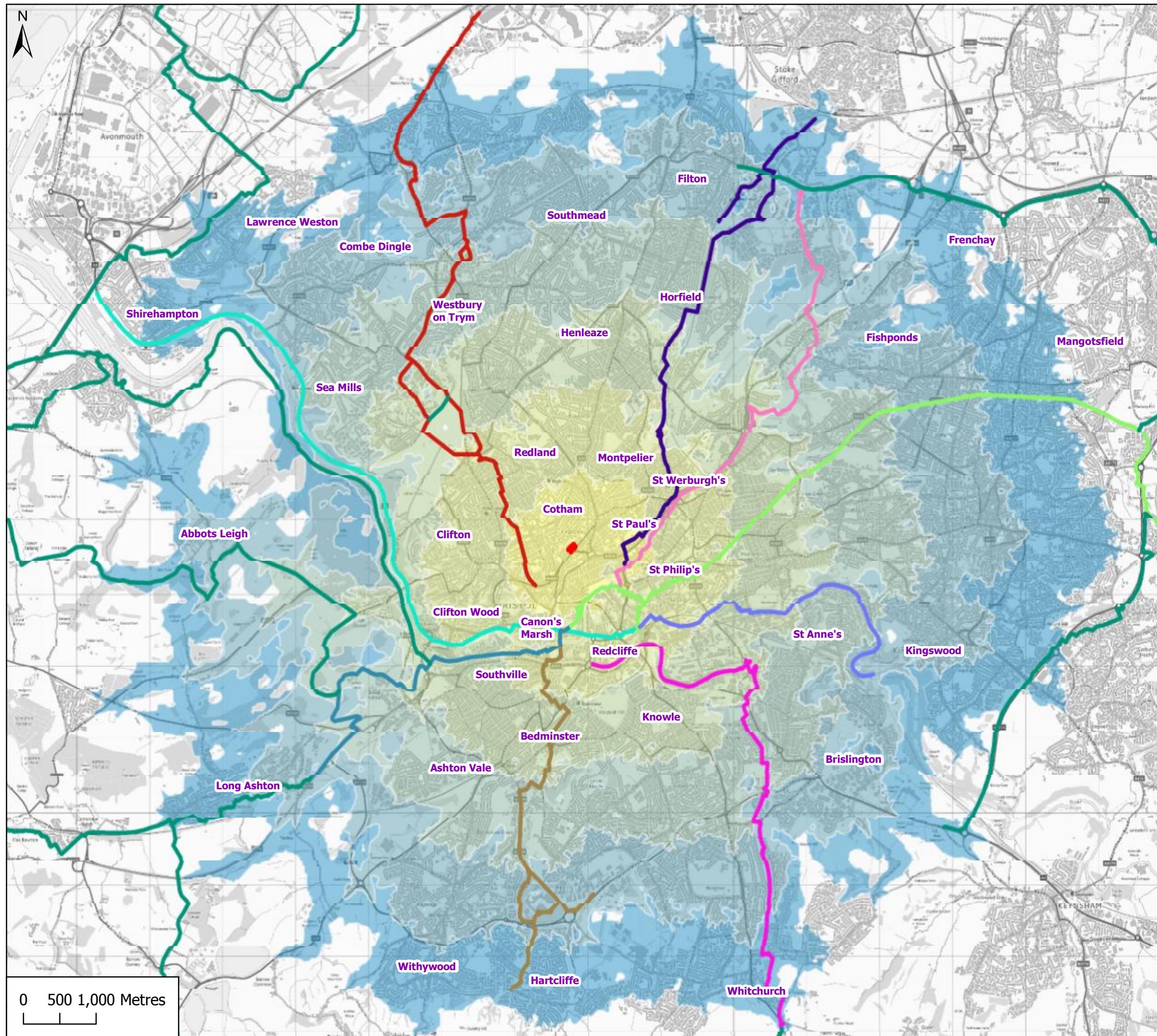
- 8.9 Given the success of the existing 2013 Travel Plan and the increase in sustainable travel through modal shift across the UHB site, the proposed Transport Hub and Updated Travel Plan will allow the UHB Trust to continue to encourage sustainable travel behaviour over the use of the private car in the long term.

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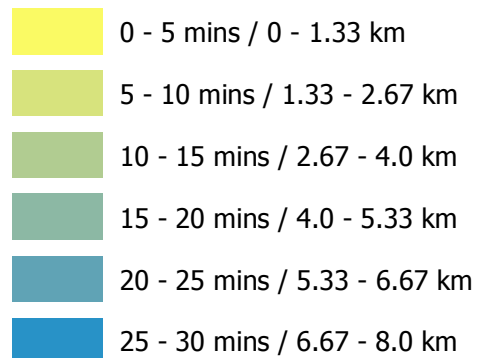
Appendix A FIGURES



Legend



Access by Cycling



Key Cycle Routes



WYG Transport



Cycling Isochrone

BRI Bristol

Scale at A3: 1:50,000	Project No: A103876	Drawing No: Figure 3.3	Revision: -
Drawn by: BM	Drawn date: 20/07/2018	Approved by: AP	

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Appendix B 2013 TRAVEL PLAN

Green Travel Plan Update

January 2013

Document Control

Prepared by:	Paul Wood, Head of Security & Transport Joanna Love, Green Travel Administrator	Signed:
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Issue	Date	Status
1	25/01/2012	First Draft
2	20/06/2012	Second Draft
3	01/10/2012	Third Draft
4	27/10/2012	Fourth Draft with Bristol City Council
5	31/10/2012	Fifth Draft with Bristol City Council
6	06/11/2012	Sixth Draft approved by Bristol City Council, and TME [14.11.12]
7	07/01/2013	Seventh Draft to reflect further proof check

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1.0 Introduction

- 1.1 The Trust is undertaking a major programme of buildings rationalisation and renewal on the central hospitals precinct involving the Bristol Royal Infirmary (BRI), the Bristol Royal Hospital for Children (BRHC) and the Bristol Haematology and Oncology Centre (BHOC) in particular. The Planning Consents for each of these developments all have Section 106 Agreements with travel plan requirements.
- 1.2 In addition, the Trust took on the lead provider status for South Bristol Community Hospital (SBCH) in April 2012. SBCH is located approximately 6 miles south west of Bristol at Hengrove Park and again required its own Section 106 Agreement and Travel Plan which is appended to this document.
- 1.4 Earlier developments, resulting in the creation of Ward 35 of the BRHC and the Bristol Heart Institute required the negotiation of S106 Agreements, including a Travel Plan. It is therefore timely to integrate all of these, along with the on-going improvements to travel arrangements, in a major review of the Trust Travel Plan.
- 1.6 Thus, the history of the UHBristol Travel Plan and section 106 agreements are outlined below:

Subject	Date completed or current status
Initial Trust Travel Plan approved 2004 and base line data collected to depict travel choice of staff.	Completed 2005.
Ward 38 Section 106 and Initial actions from 2005 Travel Plan	
Appoint Green Travel Administrator.	Completed 2005.
Promote assistance for staff to purchase bus season tickets.	Started 2005 and is on-going number of users is 450.
Review extent and impact of free hospital bus transport.	Started and is on-going service amended in 2012.
On-site car parking for the public to be more clearly signposted and publicised.	Completed in 2005; reviewed in 2007 and 2011. Next review due 2014 ahead of ward block and Oncology opening.
Staff car parking to be reviewed with an intention to implement a policy based on fair equitable principles, having regard to need for fair, risk, disadvantaged and vulnerable.	Scheme introduced November 2007 following 12-month consultation with Trust reducing eligibility to park from 5 staff:1 parking space, to 1.5 staff:1 parking space. Set criteria introduced for staff eligible to park and a staff post code mapping exercise under taken in conjunction with Bristol City Council. All staff living in BS1 to BS8 being not able to park on site unless the relevant criteria is met.
Parking charges need to reflect commercial and other NHS premises within the city.	Completed 2005; Updated in 2007, 2009 and will be further updated 2013.
Introduction of traffic counters at 3 locations around the Trust as agreed with Bristol City Council.	Installed and data collected from 2008.
Transport Fleet to review with view to more sustainable fuel capability.	All purchases from 2005 and on-going are replaced with the most modern engines available currently EURO 5 compliant.
Review the current routes, in conjunction with North Bristol NHS Trust to avoid duplication and to maximise usage.	Completed in 2008, reviewed again with NBT in 2011 with minor changes made regarding duplication.
Review accessibility for hospital free bus service for disabled.	Reviewed 2005 as no vehicles able to carry wheelchairs. 2007/08 - buses fitted with lifts and fittings to carry wheelchairs. September 2012 - new fully DDA compliant bus purchased.

Placing of bus service information in bus stop shelters.	Completed in 2012 in conjunction with Bristol City Council. All shelters now show BRI Hospital bus stop with timetable
Publicising free bus service.	Completed and on-going via admission letters, web sites, posters and Above and Beyond Charities.
Publishing information on cycle centres.	Started process in 2005 and on-going increasing the number of cycle centres to 9 from 1 with 600 spaces available around the Trust with 900 users. Advertised on Newsbeat, internet, and noticeboards.
Review quantity of staff motorcycles parking.	New secure undercover parking provided for 80 motorcycles at the Eye Hospital in 2007; 10 new spaces made available in Marlborough Hill car park 2012.
Review drop off areas around the Trust with view to increasing capacity.	<ul style="list-style-type: none"> • 2005 new drop off opened at the entrance to BRI. • 2006 new drop off opened at the entrance to SMH. • 2009 new drop off area at BHI. • 2012 new drop off spaces Oncology.
Review Car Sharing.	2006 Trust signed up and is a member of LIFTSHARE.COM, published on connect Website and Newsbeat internal newsletter.
Bristol Heart Institute section 106	
Arrange on-going publicity of Green Travel Plan.	On-going via internal publications such as website and Newsbeat and at the Trust's 2012 'BIG GREEN SCHEME EVENT'.
Managing car parking with the intention allocating a higher proportion of spaces for visitors.	<ul style="list-style-type: none"> • 2008 25 spaces handed to public at Play pen • 2011 75 spaces handed to public at St Michael's Hospital • 2012 35 spaces handed to public at Marlborough Hill. All these spaces were following the closure of staff spaces.
Ward Block section 106 on Occupation	
Arrange on-going publicity of Green Travel Plan.	From 2014.
Managing car parking with the intention allocating a higher proportion of spaces for visitors.	On-going review.
Monitor base line figures from Original Travel Plan	Updated Travel Plan in 2012.
Bristol Haematology and Oncology section 106	
Highway and Traffic contributions.	£30,000 Redevelopment office July 2012.

- 1.7 Two addenda as listed in Appendix A (page 20) have been added to the Trust's 2004 Travel Plan, in April 2006 and March 2009.
- 1.8 The Travel Plan is still current and this document sets out its aims, objectives and initiatives as implemented by the Trust to meet the Travel Plan's targets.
- 1.9 This report is structured such that:
- Section 2** - Provides background information and site map showing location and operation of the central hospitals precinct with nearest main Bus and Train station;
- Section 3** - Outlines the aims and targets of the Travel Plan;
- Section 4** - Explains the current initiatives being promoted by the Trust to increase sustainable travel to the site;
- Section 5** - Details monitoring of the Travel Plan and sets out the latest results for sustainable travel to the site;
- Section 6** - Outlines further measures that the Trust may undertake to increase sustainable travel to the site;
- Section 7** - Provides a summary.

2.0 Background

2.1 Site Description

2.1.1 Bristol central hospitals are located in a central precinct with a total floor area of 138,000m² and is shown diagrammatically in the plan at Table 1.

Table 1 – Trust Site Map



2.1.2 The central hospitals precinct is located approximately 500 metres to the northwest of Bristol City Centre. The site is characterised by steeply sloping sites, and lies either side of Upper Maudlin Street. It is bounded by Horfield Road to the west, Cottage Place to the north and Marlborough Hill to the east.

2.1.4 The surrounding land uses include housing to the north including much within the Kingsdown Conservation Area, the University Precinct to the west together with both St Michael's Hill and Tyndall's Park Conservation Areas and employment and commercial / retail areas to the south and east.

2.2 UHBristol Trust and Operational Information

2.2.1 The Trust currently employs around 8,000 permanent, full time, part time and temporary staff. It provides some 1,209 bed spaces, and in the financial year 2012/13 we have had outpatient attendances of 177,079. Outpatient attendances account for more visits to and from our hospitals than inpatients and A&E attendances put together.

Table 2 – Outpatient attendances

Financial Year	New Attendances	Follow/Up Attendances	Total Attendances
10/11	160,242	415,536	575,778
11/12	170,651	424,467	595,118
12/13	52,766	124,313	177,079

3.0 Aims and Targets of the Travel Plan

3.1 The aim of the Travel Plan is to:

- Enable easy and convenient access to the services delivered by the Trust for patients, visitors and staff, balancing the requirement to travel by foot, cycle, public transport, and the car;
- Reduce single occupancy vehicle use by promoting sustainable travel and healthy alternatives;
- Implement Trust policies in a sustainable way, contributing to the broader health and environmental strategies for the city;
- Promote a healthier and more productive workforce;
- Minimise the environmental impact of the Trust on the city and upon our neighbours;
- Reduce unnecessary demand for on-site and off-site parking, whilst recognising the need to attract / retain staff who have no easy alternative to using their car for their journey to work;
- Improve access to and within the site by sustainable transport modes;
- Reduce unnecessary expenditure on staff travel in connection with work and reinvest resources in patient care;
- Maintain a positive public image in order to retain the confidence of patients, encourage recruitment and retention and maximise support for the Trust's services.

3.2 The April 2006 Addendum sets out the baseline staff mode of travel and the aspirational 5-year targets for a more sustainable modal split. These figures are shown in Table 3 below.

3.3 Data from the 2010 Commuter Count survey, although the sample was small, shows improvement in the modal split over 4 year period.

Table 3 - Modal Split Table: Base Percentages and 5 Year Target Percentages

	Car	Car Share	Bus	Bus (P&R)	Train	Walk	Cycle	M/Cycle	Other
2006 Green Travel Base line (Base 2,132 – 100% response)	37.7% 804	9.1% 194	25.5% 538	2.8% 60	0.8% 18	12.3% 263	5.1% 109	1.6% 34	5.3% 112
2007 Big Commuter Count Results (Base 187 – 100% response)	36.9% 36	4.8% 9	17.6% 33	3.7% 7	4.8% 9	19.3% 36	8.6% 16	1.6% 3	2.7% 5
2008 Big Commuter Count Results (Base 107 – 100% response)	41.1% 44	3.7% 4	11.2% 12	2.8% 3	3.7% 4	21.5% 23	13.1% 14	0.9% 1	2% 1.9
2009 Big Commuter Count Results (Base 154 – 100% Response)	27.7% 38	9% 16	15.6% 24	3.2% 5	3.2% 5	26.6% 41	13.6% 21	1.9% 3	1.9% 3
2010 Big Commuter Count Results (Base 73 – 100% Response)	26% 19	8.2% 6	16.4% 12	2.7% 2	1.4% 1	23.3% 17	20.5% 15	1.4% 1	0.1% 0
2011 Big Commuter Count Results (Base 168 – 100% response)	23.81% 40	13.10% 22	14.29% 24	5.36% 9	2.98% 5	17.26% 29	18.45% 31	2.98% 5	1.77% 3
2012-2017 New Targets (Base 2,132 – 100% response)	28% 597	10% 213	21% 448	5% 107	4% 85	11% 235	13% 277	4% 85	4% 85

4.0 Current Sustainable Travel Initiatives

4.1 Introduction

- 4.1.1 The site is located within the City Centre providing sustainable travel alternatives as a real alternative to the private car for many.
- 4.1.2 The Trust, through the introduction of the measures detailed within this update, has sought to significantly decrease the environmental impact of the site on its local environment.

4.2 Travel Plan Accountability

- 4.2.1 The Director of Facilities and Estates is responsible for the implementation, monitoring and review of the Travel Plan. Within the Division, the General Manager for Facilities is responsible for travel, car parking and transport. The Head of Security & Transport is the owner and operational lead for the implementation of the Travel Plan and is supported by an administrator who carries out the administration function of Green Travel Co-ordinator.
- 4.2.2 The non-pay budget for the implementation of the Travel Plan Coordinator is £3k per annum; this is used for measures including direct incentives, implementation, monitoring and promotion of Green Travel and Sustainable travel.

4.3 Car Parking

Table 4a – Map showing current UHBristol Staff on-site car parks (including disabled bays)

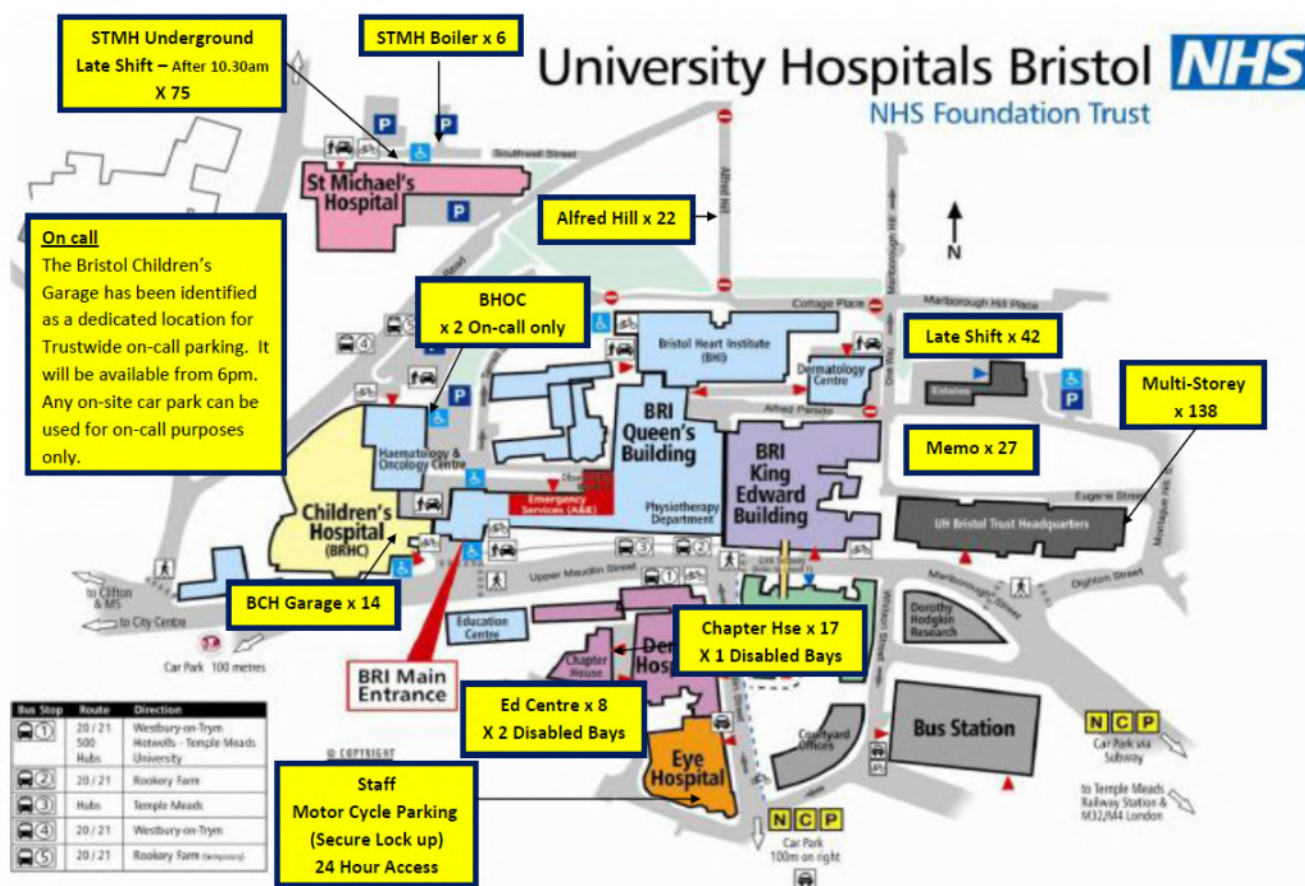
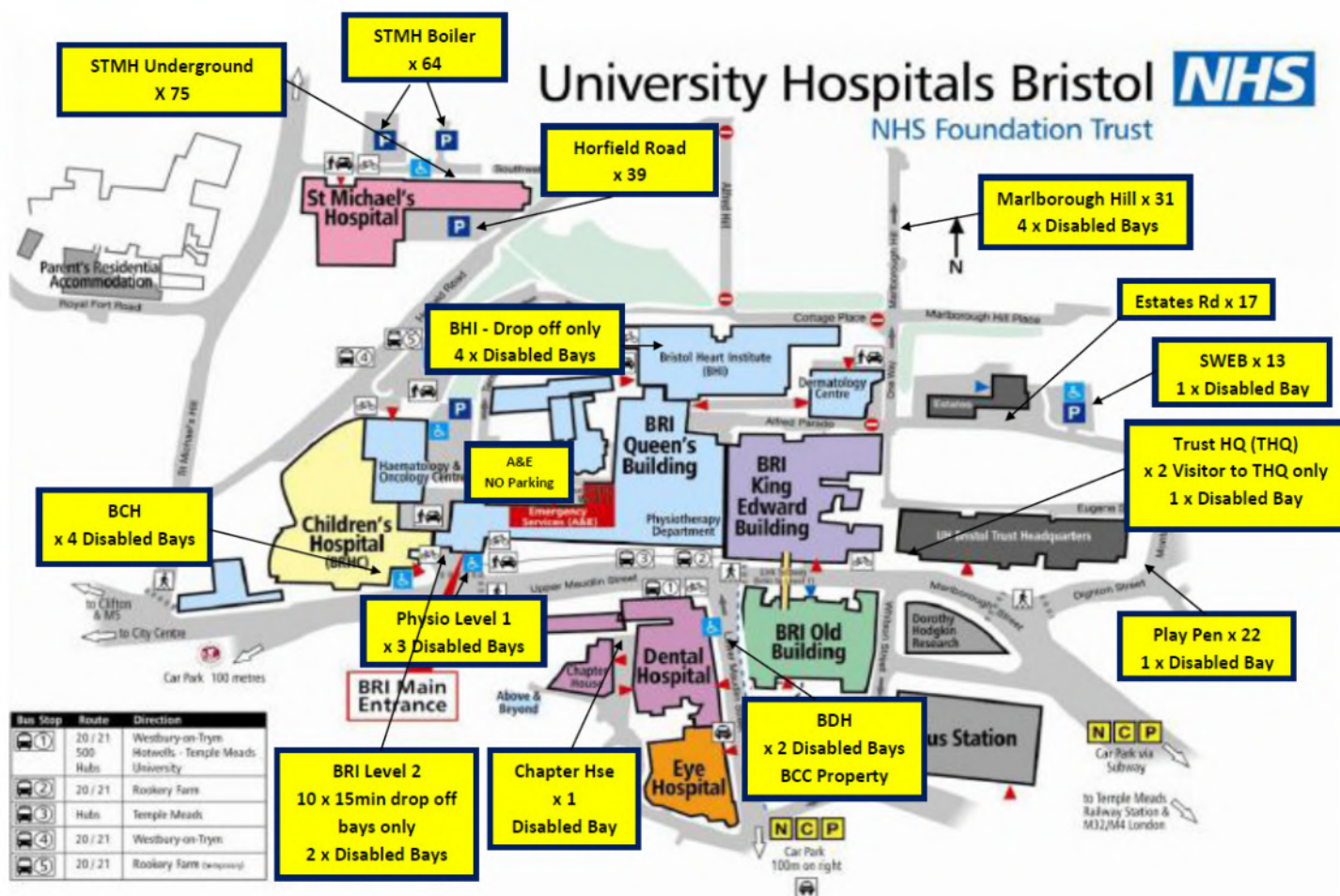


Table 4b – Map showing current UHBristol Patient & Visitors car parks (including disabled bays)



4.3.1 The central hospitals precinct is served by various car parks for staff and public use. These are listed in Table 5 below.

Table 5 UHBristol On-site Car Parking Baseline

CAR PARK		STAFF BAYS		DISABLED BAYS		PATIENT & VISITORS		COMMENTS	
BASELINE		BASELINE		BASELINE		BASELINE		BASELINE	
2005	2012	2005	2012	2005	2012	2005	2012	2005	2012
Horfield Road	Active					39	39		
Oncology	Lost	5 (On-call)	2 (On-call)	5 (visitors)		55			2 Drop off Bays
Terrell Street	Lost					30			
Education Centre	Active	20	8	3 (Staff)	2 (Staff)			6 Private Bays 6 Trustee Bays	
Marlborough Hill	Active	55		4	4 (visitors)		31		Park & Ride for visitors to ONC
Play Pen	Active	22		1 (visitors)	1 (visitors)		22		
St Mikes Boiler / Small	Active	6	6	4 (visitors)		64	64		

St Michaels Under-ground	Active	175	75				75		
BHI Level 5	Active	N/A		N/A	4 (visitors)	N/A	Drop off Only No Bays		4 Dual use spaces for on-call 1800-0900
MEMO	Active	27	27						
Estates Road	Active					17	17		
Late Shift	Active	42	42						
SWEB	Active			1 (visitors)	1 (visitors)	14	13		1 City Car Club space
Multi-storey	Active	138	138	2 (Staff)					
Jenner Yard	Lost	10							
Physio Level 1	Active			6 (visitors)	3 (visitors)				
BCH Garage / Side of building	Active	14	14	3 (visitors)	4 (visitors)				
BRI Level 2	Active			8 (visitors)	2 (visitors)	20	10 x Drop off bays	15min drop off bays only	15min drop off bays only
Alfred Hill	Active	22	22						
Chapter House	Active	17	17	1 (Visitors)	1 (Staff)				
A&E Dept	Lost			2 (visitors)					
Trust HQ	Active			1 (visitors)	1 (visitors)	2 (Visitors to Trust HQ Only)	2 (* visitors to Trust HQ Only)		
TOTAL		553	351	41	23	241	273		
		66%	54%	5%	4%	29%	42%		
TOTAL IN 2005 = 835									
TOTAL IN 2012 = 647									

4.4 Staff

- 4.4.1 In June 2007 the Trust's Executive Group approved a Car Parking Management Scheme which set out criteria for staff eligibility to park within allocated staff parking areas. Applications can only be authorised by senior divisional management.
- 4.4.2 Staff with a disability or health referrals are able to park free for the period of their assessed need; the Trust will seek to provide the most convenient location for parking in relation to their place of work.
- 4.4.3 Priority Users are defined as staff members that use their car to carry out their duties on 80% of their working days, and are given free access to the car parks. Occasional Users are defined as staff who use their car to carry out their duties on less than 80% of their working days. Staff who only use their car to travel to work are given access to the car parks and charged for its use and must live outside of the Trust's Local Exclusion Zone - 30 minute travel time, postcodes BS1 to BS8 inclusive.
- 4.4.4 Staff members that only use their car for their journey to work who live within the Trust's Local Exclusion Zone are not granted access to the car parks.
- 4.4.5 For staff whose duration of stay is short due to the nature of their work i.e. picking up / dropping off items from their base, the first 45 minutes of car parking is not charged.
- 4.4.6 Due to of the availability of overnight and weekend parking spaces, night shift and weekend staff are given free access to the car parks.
- 4.4.7 To aid late shift staff in finding a space upon their arrival, the Estates and the St Michaels Hospital car parks have been designated as late shift car parks with the barrier restricted to opening after 10:30 am -

except for staff authorised to use them before that time. Staff members who use this car park are charged.

- 4.4.8 Access to the car parks is controlled by the staff member's identity card through a barrier system; the cards are encoded with the user's rights to car parking and access is denied if staff members are unable to park at certain times of the day. For staff parking at South Bristol Community Hospital the method of entry will be by a separate parking card supplied by the Soft Facilities Management provider, Medirest, in accordance with the Trust's Parking Policy.
- 4.4.9 For staff members who pay to park, the Access Control System registers their use of the car parks and monies owing are taken direct from salary.
- 4.4.10 The tariff for car parking is set at £4.08 per day for staff on Band 7 or above, and £3.06 per day for staff on Band 6 and below. This will change in April 2013.
- 4.4.11 For several years, the Trust has made available to staff a season ticket for using the public NCP car park in Rupert Street. Staff members who wish to partake in this scheme pay an annual fee on a monthly basis on 220 days x the daily fee quoted above. Until recently the Trust has subsidised this facility but recent negotiations have enabled a cost neutral contract to be agreed.
- 4.4.12 The impact of this scheme has seen the number of cars searching for UHB on-site spaces reduce from 5.5 cars in 2007 to 1.5 cars in 2012. It has also been possible to reduce the number of staff parking and provide additional visitor parking. Emissions from vehicles have been reduced in the local environment as cars are not circulating trying to find spaces.
- 4.4.13 The parking policy and application forms are available to staff via the dedicated Travel page of the Trust's Intranet site Connect.
- 4.4.14 The Trust has negotiated a scheme and spaces for staff to park for a reduced rate at three NCP car parks near the hospitals. Eligible NCP car parks and spaces are Rupert Street (400 spaces), Nelson Street (50 spaces) and St James Barton (50 spaces). This scheme is for all staff and there are no set criteria.

5.0 Visitors

5.1 Parking for the Public

5.1.1 The Trust provides services to three distinct populations:

- Acute and emergency services to a local catchment population of around 300,000 in Central and South Bristol
- Specialist services to the wider acute network in Avon, Somerset and Wiltshire with a population of 2.4 million
- Specialist regional and supra-regional services to the South West of England, South Wales and beyond, comprising a population of 5 million plus.

5.1.2 Over the years, as an integral feature of the Travel Plan, there has been a gradual increase in the proportion of parking spaces devoted to the public as opposed to staff; in 1995 the figure was just 16% of total spaces increasing to 21% in 1996, 22% in 2002, and 25% in 2005. The current proportion is 44%.

5.1.3 City Centre site visitor parking is Pay & Display and the following charges apply between 06:00 and 18:00:

- Up to 2 hours = £3.00
- Up to 4 hours = £5.00
- Up to 8 hours = £10.00
- Up to 12 hours = £12.00

5.1.4 These charges are set to reflect the charges at nearby public car parks in order to ensure that the hospital parking is not more favourable in price terms to other city users i.e. shoppers.

5.1.5 Information regarding car parking is sent out with appointment letters and is available on the Trust's website.

5.2 Enforcement

5.2.1 The Trust employs a car parking contractor who is empowered to issue Parking Charge Notices for any vehicles not adhering to the parking rules.

5.2.2 The contractor is employed on-site weekly between Monday and Friday and the contract has proven cost neutral with the income from the Parking Charge Notices equalling the cost of the contract.

5.2.3 Prior to the current contract being agreed, the Trust operated a wheel clamping scheme. This is no longer appropriate.

5.2.4 There used to be up to 150 vehicle break-ins per year. The last three years have seen this number radically reduce to only 3 or 4 per year, as a result of the parking contractor walking the site and remaining visible.

6.0 Public Transport & Hospital Bus

6.1 Hospital Bus

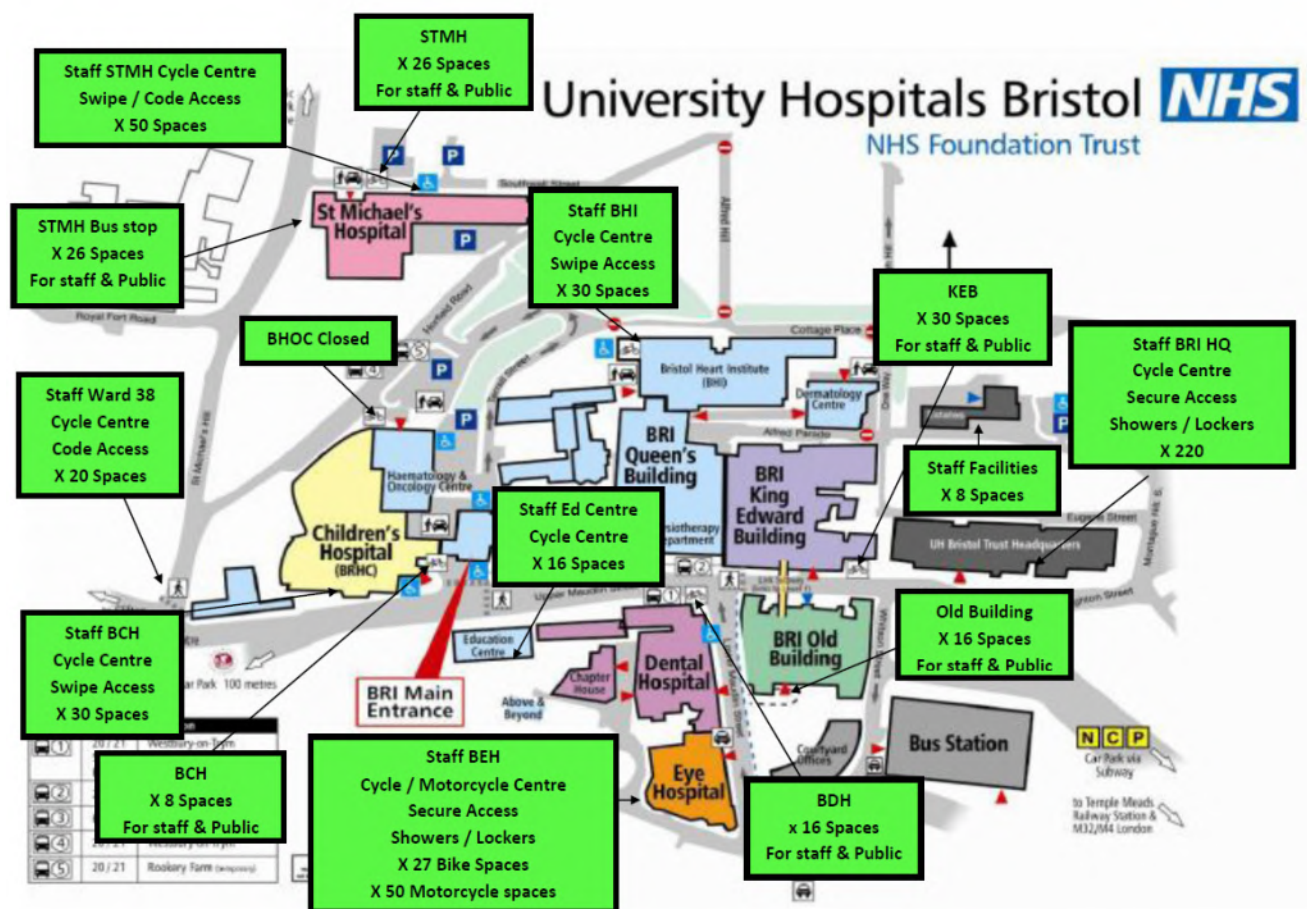
- 6.1.1 The Trust has for many years provided a free shuttle bus service from Temple Meads to all hospitals within the site, calling also at the Park & Ride stops at the Haymarket. The Service runs from 06:35 to 20:30 Mondays to Fridays and on average is used by 1,250 people per week.
- 6.1.2 In 2009 the Trust introduced an additional service from Cabot Circus car park to the hospitals from 07:00 – 20:00 with a 15 minute frequency. Visitors pay £1.00 per hour parking charge. On average this service is used by 1,300 people per week.
- 6.1.3 These two bus services were merged in 2012, when the Bristol General Hospital closed and a service to that hospital was no longer required and this resulted in an increased frequency from Temple Meads of every 24 minutes and from Cabot Circus every 12 minutes.
- 6.1.4 Information regarding the Hospital Free bus / Cabot Circus bus services is sent out with patient appointment letters and is available on the Trust's website. See Appendix B on page 23.
- 6.1.5 Information regarding First Bus and Park & Ride services is sent out with patient appointment letters and is available with links provided on the Trust's website.
- 6.1.6 The four buses used for these two services are provided by the Trust who also employs the drivers at a significant annual cost.
- 6.1.7 The central hospitals precinct is located in close proximity to Bristol bus station (300m) and the city centre bus stops located on The Haymarket (Park & Ride stops) and Bond Street (500m) making the site easily accessible by public transport.
- 6.1.8 Through Bristol City Council, the Trust has negotiated the early opening of the Park & Ride sites at 06:15, enabling staff on the early shift to use this form of sustainable travel. Additionally, Bristol City Council has negotiated a 30% reduction for Season Tickets for the Park & Ride, and the Trust has negotiated a 5% discount with First Bus on their Annual Travel Card.
- 6.1.9 The Trust is able to offer annual passes to staff through a 'Salary Sacrifice Scheme', enabling a further tax benefit to staff and the ability to spread the cost throughout the year. Currently in the 2012/13 financial year, 501 employees purchased an Annual First Travel Card and 44 employees purchased the Annual Park & Ride Pass.
- 6.1.10 Information regarding the Trust's free bus services, the Park & Ride services, assisted bus stations and a link to the First Bus website are provided for staff on the Trust's Intranet site Connect.

6.2 Rail

- 6.2.1 Temple Meads railway station is located approximately 1700 metres from the central hospitals precinct; an acceptable distance for walking. Walk time to the hospitals would be approximately 20 minutes and 10 minutes by bicycle.
- 6.2.2 The Hospital Free Bus Service picks up from the railway station every 24 minutes, enabling staff and patients to continue their journey by public transport (if the journey on foot or by bicycle is not possible or undesirable).
- 6.2.3 Staff and patients are provided with details of rail services via links within the Trust's website, Intranet and appointment letters.

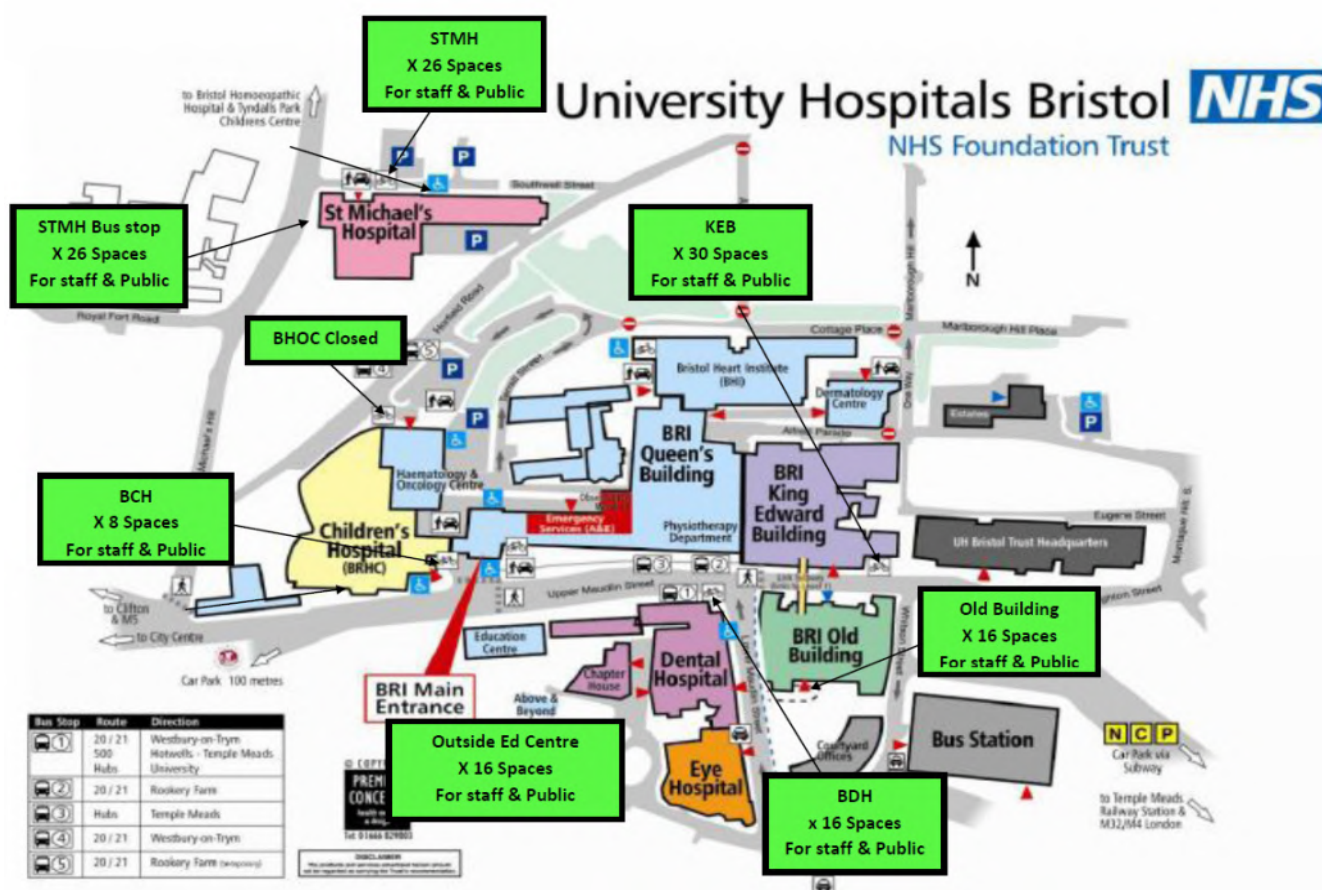
6.3 Cycling

Table 6a – Map showing UHBristol Staff on-site cycle centres



6.3.1 Bristol has a large network of cycle routes with a large proportion of its population undertaking journeys by bicycle and it became Britain's First Cycling City in 2008. Whilst the City, including the central hospitals precinct site is hilly, the network provision enables cycling to be a real choice for staff and visitors who live with a 5km radius of the Bristol Central Hospital Area. For South Bristol Community Hospital there is cycling provision for 40 cycles to safely park within the complex.

Table 6b – Map showing UHBristol Patient & Visitors on-site cycle spaces



- 6.3.2 In April 2011, a Cycle Centre providing showers, changing and locker facilities for 220 staff was provided in the former Trust swimming pool location. £250k of investment was made following the closure of the Queens Building cycle centre [120 bicycle spaces] due to redevelopment works and need to expand in 2011 and a second cycle centre was opened in 2009, with 30 spaces, within the recently constructed Bristol Heart Institute. The cycle centres are swipe access only and staff can request access via an application form.
- 6.3.3 Additional staff provision of 30 spaces was installed at Bristol Royal Hospital for Children in 2007, and 12 spaces installed in 2009 at the Central Health Clinic, along with 50 spaces provided at St Michaels Hospital in 2011. A full list of cycle parking provided by the Trust within the Bristol Central Hospital Area is shown above on table 6a, 6b and below in Table 7.

Table 7 UHBristol – Number of Cycle Parking Spaces and Location.

Location	Date Opened	No Spaces / Racks	Comments
King Edward Building	2005	30	To the right hand side of the Main entrance in front of Dolphin House for staff, patients & visitors.
BRI	2005	220	Main cycle centre. For staff only. 4 x female / male showers each. 280 Lockers provided.
Old Building	2005	16	At the rear of the Jenner Yard next to the Cancer research department. For staff or patients & visitors.

Dental Hospital	2006	12	At the top of Maudlin Street by the staff entrance. For staff or patients & visitors.
Bristol Eye Hospital	2007	27	Plus 50 Motorbikes spaces. For staff only
Bristol Children's Hospital	2006	8	For staff or patients & visitors.
Education Centre Main Entrance	2006	16	For staff or patients & visitors.
Education Centre	2008	16	In cycle centre. For staff only.
Ward 38	2009	20	Bottom of St Michael's Hill. For staff only.
Bristol Heart Institute	2009	30	Cycle Store. For staff only. 2 x female / male each showers. 30 lockers provided.
St Michael's Hospital Main Entrance	2008	26	By main entrance each side. For staff or patients & visitors.
St Michael's Hospital Bike Cage	2008	50	Inside the underground car park. For staff only.
St Michael's Hospital Bus Stop	2006	26	Opposite bus stop on St Michael's Hill. For staff or patients & visitors.
Facilities Office	2006	8	Under the Estates Dept. Just off Marlborough Hill. For staff only.
TOTAL SPACES		505	

- 6.3.4 The Trust's cycle centres have the capacity to expand in the foreseeable future, to accommodate the growing staff population and improve on-site facilities as required.
- 6.3.5 The Trust offers employees the opportunity to purchase bicycles through the 'Cycle to Work' scheme providing staff with tax benefits and the ability to spread the cost over a 12-month period through the Salary Sacrifice scheme. To date (Oct 2012) 250 staff members have joined the cycle to work scheme since starting in 2009.
- 6.3.6 Details of cycle parking sites and the Cycle to Work scheme are available to all staff via the Trust's Intranet site Connect.

6.4 Walking

- 6.4.1 A number of patients, visitors and staff live within walking distance of the central hospitals precinct. Additionally, a number of people will arrive by composite journeys, ending in a short walk.
- 6.4.2 The highway infrastructure surrounding the central hospitals precinct provides lit footways and pedestrian crossing facilities in the form of zebra crossing, signal controlled crossings and dropped kerbs with and without mid-crossing islands. Signage at the front of the Trust's buildings provides directional information.
- 6.4.3 Within the site, the Trust is seeking to improve pedestrian permeability.

6.5 Car Sharing

- 6.5.1 The Trust joined a lift share scheme: www.liftshare.com in 2004 and currently 5% of its car users lift share with colleagues and friends.

6.6 Motorcycles

- 6.6.1 There are 50 motorcycle spaces located in a dedicated Motorcycle / Cycle Centre at Bristol Eye Hospital, along with 20 at the Estates building car park. Capacity has increased by 50% to 8 motorcycle spaces at St Michaels Hospital. Information for staff is provided on the Trust's Intranet site Connect.
- 6.6.2 At present, 65% of the centre's capacity is utilised by staff for both motorcycles and bicycles. There is 35% capacity remaining for staff wishing to utilise this facility. Future applicants can access information regarding this service via the Trust Intranet site Connect.



6.7 City Car Club

- 6.7.1 City Car Club operates a vehicle out of the Trust's main site which is located in the Pay & Display car park close to the head of Montague Hill South, with an additional car planned at South Bristol Community Hospital. There are currently 35 members of staff signed up to the scheme.
- 6.7.2 The Trust's Intranet site, Connect, informs staff of the City Car Club vehicle.

6.8 Drop-off Facilities

- 6.8.1 Through a recognised patient need for drop-off facilities, 14 drop-off bays have been provided around the site. Nine x 15 minute drop off bays have been provided outside the BRI, Level 2. Drop-off bays are also located: 1 at the front of the BHI providing access to BRI Level 5, 1 at the main entrance of the BCH Garage, 1 at St Michael's Hospital and 2 outside the BHOC. Drop-off zones are not time restricted but are monitored by a parking attendant.

6.9 Taxis

- 6.9.1 A free phone taxi line is available within most of the hospitals. Taxi ranks can be found close to the Bristol Eye Hospital at the bottom of Lower Maudlin Street and by the Bus Station.
- 6.9.2 The drop-off facilities detailed under section 5.8.1 enable taxi passengers to be safely delivered /collected from the central hospitals precinct and enable the free flow of traffic on the roads surrounding the Bristol Children's Royal Hospital Children's and Bristol Royal Infirmary, main entrance at Level 2.

6.10 Servicing / Deliveries

- 6.10.1 Servicing & deliveries currently take place on Alfred Parade, within the Courtyard at the rear of the Old Building and also through a loading bay on Whitson Street.
- 6.10.2 On average, the Trust will see between 20-30 couriers delivering 200-300 hundred parcels per day.
- 6.10.3 With the opening of the New Ward Block all servicing will move to Alfred Parade.
- 6.10.4 Alfred Parade is a cul-de-sac, in the private ownership of the Trust, requiring vehicles to turn within a confined space or on occasions to reverse into or out of Alfred Parade. As can be expected, with a site of this size and the complexity of such a hospital there are hundreds of deliveries per week which are funnelled into this confined area.
- 6.10.5 The Trust seeks to improve the current servicing arrangements by providing a continuation of Alfred Parade through the New Ward Block. A one-way system for delivery vehicles taking away the current

need for vehicles will be introduced to turn within a confined space or reverse into or out of Alfred Parade.

6.10.6 The Trust has recently set up a Working Group to consider the future servicing arrangements and to deliver a Servicing and Delivery Strategy.

6.11 Trust Transport Fleet

6.11.1 The current Trust policy for the 28 vehicles (Buses/lorries, vans and cars) are to be less than 7 years old and all new vehicles must meet Euro 5 compliance.

6.12 Marketing / Advertising Services

6.12.1 Patient appointments are supported with literature detailing the modes of transport available to patients & visitors to access the site. See Appendix B page 23.

6.12.2 The Trust's website www.uhbristol.nhs.uk contains a page 'Travelling to and from our hospitals' within its Patients, Visitors & Carers section.

6.12.3 The internal website Connect provides a dedicated travel page which outlines the following information:

- Park & Ride
- Assisted bus passes
- A link to First Bus website
- A link to National Rail website
- City Car Club
- Lift share
- Free bus services
- Motorbike parking
- Cycle parking
- Parking policy and staff car parks

6.12.4 The Travel Plan and sustainable travel is also advertised in 'Newsbeat' the internal weekly e-based newsletter and 'Voices', the in-house Trust newsletter.

7.0 Monitoring and Results

7.1 The Trust participates in the Bristol Big Commuter Count which takes place in October on an annual basis.

7.2 Table 8 below details the base 2006 modal splits, the 5-year agreed targets and the results from the 2009 Big Commuter Count survey and the 2010 Big Commuter Count Staff survey.

Table 8: Modal Split Table – Base Percentages, 5 Year Target Percentages with Big Commuter Count results taken on a specific day of year. (Percentages / number of responses)

	Car	Car Share	Bus	Bus (P&R)	Train	Walk	Cycle	M/Cycle	Other
Green Travel Base line 2006 (Base 2,132 – 100% response)	37.7% 804	3.1% 194	25.5% 538	2.8% 60	0.8% 18	12.3% 263	5.1% 109	1.6% 34	5.3% 111
Target for 2010	53%	10%	10%	2%	1%	8%	8%	4%	2%
2007 Commuter Count Results (Base 187 – 100% response)	36.9% 36	4.8% 9	17.6% 33	3.7% 7	4.8% 9	19.3% 36	8.6% 16	1.6% 3	2.7% 5
2008 Commuter Count Results (Base 107 – 100% response)	41.1% 44	3.7% 4	11.2% 12	2.8% 3	3.7% 4	21.5% 23	13.1% 14	0.9% 1	2% 1.9
2009 Commuter Count Results* (Base 154 – 100% Response)	27.7% 38	9% 16	15.6% 24	3.2% 5	3.2% 5	26.6% 41	13.6% 21	1.9% 3	1.9% 3
2010 Commuter Count Results* (Base 73 – 100% Response)	26% 19	8.2% 6	16.4% 12	2.7% 2	1.4% 1	23.3% 17	20.5% 15	1.4% 1	0.1% 0
2011 Commuter Count Results* (Base 168 – 100% response)	23.8% 40	10.1% 17	21.4% 36	5.4% 9	3% 5	17.3% 29	14.3% 24	3% 5	1.8% 3

**Includes Car-Driver with all passenger(s) being under 16 yrs old*

- 7.3 These results show a significant improvement from the 2006 base percentages and that whilst some targets for sustainable travel have not been achieved, the target for reducing single occupancy vehicles has been met and significantly bettered.
- 7.4 However, these results must be read with some caution, as they only represent a small proportion of staff with 154 responses being received by Bristol City Council.
- 7.5 Information from counters install in 2008 – Results to follow.
- 7.6 Postcode plots of UH Bristol staff members – Local Sustainable Transport Fund Team to provide results and then add as an addendum to this Travel Plan.

8.0 Summary

- 8.1 The Trust has shown real commitment to reducing its environmental impact on the local environment and has vigorously and passionately engaged with its Travel Plan.
- 8.2 The Trust spends a significant amount of money on the provision of the free bus shuttles and other facilities such as the cycle centre and the administration of the Salary Sacrifice scheme enabling staff to purchase discounted bicycles and public transport tickets.
- 8.3 The Bristol Big Commuter Count results are showing a significant reduction in single occupancy vehicles and a large number of staff walking and cycling to the site.
- 8.4 A Travel Plan is a living document and this review, whilst determining good practice by the Trust and the success of the Travel Plan, has also identified improvements that the Trust may seek to undertake to ensure future improvements.

Appendix A – Original Addendum's added to current Travel Plan

**TRAVEL PLAN ADDENDUM
(PROJECT SPECIFIC FOR PLANNING CONDITION SIGN OFF: MARCH 2009)**

Dated 24th March 2009 (BRI Estates Security Office)

Project; St Michael's Hospital Level B Extension/Removal of Existing Restaurant for Creation of New CRIC (Clinical Research Imaging Centre)

Arrangements for the implementation of the specific scheme are as follows;

1. 20 cycle racks have been installed within underground integral car park to St Michael's.
2. Occupancy of new CRIC scheme will comprise 4 no. new permanent staff.
3. Eight patient's maximum.
4. Eight Research Staff relocated from University of Bristol, therefore no impact to existing parking regime.
5. Free UHB specific bus service from Temple Meads to St Michael's Hospital, previously approximately 40 minute interval now reduced to 30 minute interval, 3 buses are in rotation at peak times [0630-0930hrs]

Wider initiatives across site due for implementation as outlined with Travel Plan Addendum 2006 and subsequent improvements;

1. 15 minute spaces for patient use opposite entrance to BRI implemented in 2006.
2. Vehicle counters installed to key entrance points to UHB hospital precinct in March 2007.
3. Postcode mapping implemented in November 2007, when the new criteria for car parking was introduced reducing the number of staff eligible to park from 4500 to 1500 number bays.
4. Refurbishment and line mark in "SWEB" car park, next to Estates and Facilities Department – to decrease the proportion of spaces on site which are devoted to public rather than staff use, this was implemented approximately March 2006.
5. Reinstatement of 24 patient and visitor pay and display parking spaces in Terrell Street, adjacent to the BHI following the removal of contractor's compound.
6. Provision of 8 additional disabled parking spaces at rear of level 5 Queens Building.
7. 20 space secure cycle shed installed 2007 at BHOC Building.
8. 12 space secure cycle shed installed February 2009 at Central Health Clinic.
9. Second cycle centre precinct located within BHI (Bristol Heart Institute), this will be implemented by approximately end of May 2009.
10. Re-opening of Marlborough Hill staff car-park end of May 2009 (58no. bays) permits change of the "play-pen" parking area (24 no. bays) from staff to public use.
11. Cycle parking provisions are monitored by both the security team and individual building managers continually and where existing provisions are deemed inadequate a business case is formed by the building manager or via liaison with the Facilities & Estates team to bid for funding with the next financial (March-March) year for undertaking the necessary improvements.

NB: Arrangements for implementation of Policy Structure have not changed since Plan Addendum issue April 2006.

TRAVEL PLAN ADDENDUM: APRIL 2006

1. ARRANGEMENTS FOR THE IMPLEMENTATION OF THE POLICY

- 1.1 In November 2005, the Board of United Bristol Healthcare Trust approved a document entitled "Green Travel Plan" which thereby became trust policy. Since that time a major implementation programme and action plan has been rolled out. The policy was prepared by the Director of Facilities and Estates, who is responsible for its implementation, monitoring and review. The Director has also recently been appointed Programme Director to the programme of redevelopment projects, for which Section 106 agreements are being drafted and to which this addendum will be appended.
- 1.2 Within the Directorate, the General Manager for Facilities is responsible for travel, car parking and transport. The Head of Security and Transport has been the operational lead for the implementation of the policy and within the Facilities team there is also an administrator carrying out the function of travel co-ordinator. It is this team, which administers car parking, issues car parking permits, and manages the multi-use swipecard system by which access is obtained to all parts of the trust.
- 1.3 The Trust will advise Bristol City Council of any changes to the accountability for Green Travel, should they occur.

2. TARGETS AND PERFORMANCE INDICATORS

- 2.1 Monitoring of progress and performance of the Travel Plan will be done against the following three key indicators:
- Traffic counters placed at agreed key locations around the site.
 - Numbers of car parking spaces utilised / provided by UBHT and the split between public and staff use.
 - Staff mode of travel (*This will be the trigger indicator for penalty purposes*)
- 2.2 Traffic measurement: By October 2006, to set up a series of mechanical counters for assessing the numbers of vehicles passing key entry points to the Central Hospitals Precinct, with a view to establishing the volume of traffic use and monitoring this usage.
- 2.3 Staff mode of travel: A snapshot staff survey has established a baseline for mode shares as shown in the following table. The aspirational targets for a more sustainable split at the end of 5 years is also shown as the Travel Plan target.

	Car	Car Share	Bus	Bus (Park & Ride)	Train	Walk	Cycle	Motor Cycle / moped	Other
Current	70%		7%		1%	4%	4%	14%	
5-year target	53%	10%	10%	2%	1%	8%	8%	4%	4%

The Trust will establish a staff survey to be carried out at least once a year (and preferably twice) to measure the proportion of different modes of transport. The key questions shall be as follows:

1. What was your main mode for travelling to work today? (car driver, car passenger, bus, park & ride, walk, cycle, motorcycle/moped, taxi, train, other)
2. If you drove or were driven to work in a car, where did you park? (on the hospital site, on a street, in Trenchard Street car park, other public car park, dropped off, other.)
3. Are you a parking permit holder?

- 2.4 Staff parking permits: Reduce number of eligible staff from the existing 4,250 to 3,600 (15% reduction) by the end of 2006.
- 2.5 Reallocate 25 no. staff car spaces to public use before the Horfield Road Paediatric Project opens for patients (planned April 2007).
- 2.6 Reallocate 25 no. further staff car spaces to public use before the Cardiac Centre opens for patients (planned October 2008).
- 2.7 The Trust and the Bristol City Council will arrange to meet once a year, during the month of May, to review progress against the Plan.

3. SCHEDULE OF OTHER INITIATIVES PLANNED 2005 - 2009

No.	Measure	Purpose	Date
1.	Trust to join liftshare.com as an organisation. Provide link on trust intranet site. Give serious consideration to providing spaces for car share incentive Give serious consideration to a guaranteed lift home scheme pilot.	To promote modal shift To encourage modal shift	COMPLETE October 2006
2.	Purchase 2 new buses for use on HUBS route	To continue commitment to free bus service.	£70K. invested in 2 buses 2005 COMPLETE
3.	Provide parking spaces close to the front entrance of BRI specifically for the use of patients from, and under the control of day surgery.	To improve patient access	To be in place before the Day Surgery Unit relocates to the BRI (planned for April 2006)
4.	To set up vehicle counters on key entrance points to the UBHT hospital precinct	To monitor actual vehicle movements.	To be in place by October 2006.

5.	Implement the Boost Scheme for cycle purchase via payroll, taking advantage of government approved tax advantages.	To promote cycle usage.	By April 2006 or before.
6.	Review and re-issue all car park swipe cards against agreed criteria.	To reduce the number of staff allocated car parking to enable a shift in the ration from staff to public parking.	By July 2006
7.	Consider the use of pay and display for all car parking, including the staff areas controlled behind swipecard access barriers.	To promote fairness in equating payment with usage.	By October 2006
8.	To open and operate a second cycle centre for the precinct, sited in the Cardiac Centre. To include secure cycle storage, changing, lockers and showers to bring the site-wide capacity up to 250 cycles.	To encourage alternative mode of travel	To be in place one month after the Cardiac Centre opens for patients (planned October 2008).

4. MANAGEMENT OF CAR PARKING

No.	Measure	Purpose	Date
4.1	Reduce in size of Marlborough Hill staff car park by 30 spaces to permit a contractors compound to be erected.	To reduce the number of staff allocated car parking to enable a shift in the ration from staff to public parking.	COMPLETE
4.2	Carry out post-code mapping exercise based on a travel-to-work time. (Mapping to be undertaken by Bristol City Council)	To establish a fair criterion for eligibility based on ability to use alternative travel mode.	By April 2006
	Implement revised eligibility criteria based on travel to work time.	Reduce the number of staff allocated parking	By July 2006
4.3	Refurbish and linemark "SWEB" car park next to Estates and Facilities Department	To increase the proportion of spaces on site which are devoted to public rather than staff use.	To be in place before the Horfield Road Paediatric Project opens for patients (planned April 2007).
4.4	Create new drop-off area adjacent to new Cardiac Centre	To improve patient access	To be in place before the Cardiac Centre opens for patients (planned October 2008).

Bob Pepper
 Redevelopment Programme Director &
 Director of Facilities and Estates
 19 May 2006

Appendix B - Information regarding car parking is sent out with appointment letters, also available on the Trust's website



University Hospitals Bristol **NHS**
NHS Foundation Trust

Patient Information Service
Trustwide

How to get to our hospitals



Respecting everyone
Embracing change
Recognising success
Working together
Our hospitals.

Travel by car

All patients and visitors are encouraged to use public transport or nearby public car parks whenever possible as the on-site parking is very limited.

When planning your journey, be aware that it may be necessary for you to park off-site or arrange for someone to drop you off at the entrance and park elsewhere. If you do come by car, please leave yourself extra time in case you need to search for a space. If you have difficulty walking far, there are drop off points outside all of the main entrances to our hospitals. (Wheelchairs are available at Reception).

Drop-off and pick-up points are available at the front of all of our hospital sites except for the King Edward Building, Old Building, Eye Hospital and Dental Hospital. The building work currently underway has reduced the number of drop off spaces available and these are restricted to 15 minutes for all users.

Hospital parking

Our pay and display parking charges apply between **6:00am** and **6:00pm** daily. Current prices are shown at the entrance to each car park as well as at the following Trust webpage: www.uhbristol.nhs.uk/patients-and-visitors/travelling-to-and-from-our-hospitals/



Disabled bays are limited around the Trust but if you are a Blue Badge holder, you will be able to park free of charge in any of our parking spaces (apart from the 15 minute drop-off spaces) as long as your Blue Badge is correctly displayed.

For further parking guidance, please see the maps printed on page 8 of this leaflet.

2

Bristol Dial-a-Ride

Bristol Dial-a-Ride is a door-to-door bus service for any person who cannot use public transport due to age, mobility or communication impairment.

The Bristol Dial-a-Ride service operates on weekdays:

- Monday - Thursday 9:00am to 5:00pm
- Friday 9:00am to 4:30pm

The bus fare charged is about the same as public transport. Bristol concessionary passes/travel cards can be used.

For further information please contact the Dial-a-Ride office.

Telephone: **0845 130 1875**

Website: www.bristoldialaride.org.uk

Volunteer driver services

Many local areas have community or volunteer transport schemes.

Changes often apply. To find out about schemes in your area see www.gettingaboutgreaterbristol.org or contact your local council.

Cabot Circus shopping centre parking

The Cabot Circus hospital shuttle bus runs every 12 minutes between 7:00am and 8:00pm, Monday to Friday.

This runs from the Cabot Circus car park via Primark, Bristol Eye Hospital, Bristol Dental Hospital, Bristol Royal Infirmary, Bristol Royal Hospital for Children, Bristol Heart Institute and the Bristol Haematology and Oncology Centre and St Michael's Hospital.

Patients & Visitors can park on any level on the Cabot Circus car park, and then follow signs for the Free Shuttle Bus.

4

NCP and Bristol City Council parking

BRI and the surrounding hospitals

There are four NCP and one Bristol City Council car parks located within walking distance of the city centre sites and Hospital Shuttle Bus transport links:

Rupert Street NCP - Bristol, BS1 2PY

Telephone: **0870 606 7050**

Multi-storey car park open 24 hours from Monday to Saturday.

Prince Street NCP - Bristol, BS1 4PH

Telephone: **0117 926 0408**

Multi-storey car park open 24 hours for seven days a week.

Lower Castle Street NCP - Bristol, BS1 3AF

Telephone: **0117 926 2685**

Multi-storey car park open 24 hours for seven days a week.

Queen Charlotte Street NCP - Bristol, BS1 4ES

Telephone: **0117 927 7028**

Multi-storey car park open 24 hours from Monday to Saturday.

Trenchard Street BCC - Bristol, BS1 5AN

Telephone: **0117 922 2198**

Multi-storey car park open 24 hours for seven days a week.

Please see maps on page 8 for guidance on where to park.

South Bristol Community Hospital parking

For South Bristol Community Hospital please see page 11.

3

Car parking can be paid for on return, at one of the 'pay on foot' machines on each floor of the car park.

Hospital free shuttle bus

A free shuttle bus service is provided for patients, visitors and staff.

The circular route includes Bristol Temple Meads railway station and around our city centre hospital sites (as mentioned above).

This bus runs every 24 minutes between 6:45am until 7:00pm Monday to Friday.

The shuttle bus timetable is displayed overleaf (pages 6 and 7) and the shuttle bus stops are shown on the map at the bottom of page 8.

For further information, please go to the following web page: www.uhbristol.nhs.uk/patients-and-visitors/travelling-to-and-from-our-hospitals/

Travel by train

Bristol Temple Meads station is approximately 30 minutes' walk from the BRI, Children's Hospital, Eye Hospital and Dental Hospital, and 40 minutes from St Michael's Hospital and BHOC.

The free hospital shuttle bus runs frequently from the Temple Meads to all city centre hospital sites. There is also a direct First Bus service to South Bristol Community Hospital.

The other main railway station is Bristol Parkway, which is outside the city. Bus services run between Bristol Parkway and the city centre and the journey time is approximately 40 minutes.

5

Monday to Friday (except Public Holidays)

Hospital free shuttle bus timetable

Temple Meads → St Michael's Hospital (Outbound journey). St Michael's Hospital → Temple Meads (Return journey).

Temple Meads	06:40	07:15	07:39	08:00	08:12	08:24	08:36	08:48	09:00	09:12	09:24	09:36	BS A	BS B	BS C	BS A	BS B	BS C	BS A	BS B	BS C	BS A	BS B	BS C	BS A	BS B	BS C
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Hospital transport (the Patient Transport Service)

Hospital Transport (the Patient Transport Service) is available to patients who are medically unable to travel to or from hospital by other means.

Some patients are eligible for the Patient Transport Service which provides free non-emergency patient transport for hospital appointments. This transport is only for the following patients:

- Patients who require the continual support and skill of patient transport staff to enable them to travel, including:
 1. Patients who require the skills of patient transport staff to administer oxygen during the journey.
 2. Patients with dementia or other mental health conditions which requires the skills of patient transport staff to ensure a safe journey.
 3. Patients who have received treatment which requires the skill of patient transport staff to ensure a safe journey home (this does not include patients suitable to travel in a taxi).
- Patients who are required to travel by stretcher.
- All inter-hospital transfers.
- Patients attending renal dialysis, who are able to travel by car.

Eligibility for hospital transport will be assessed and booked by the GP for a patient's first appointment and then by the hospital clinical team for follow up appointments.

If you are not eligible for this service you will need to arrange appropriate transport to get into hospital and to get home again.

Accompanying escorts travelling on the Patient Transport Service

The number of escorts is restricted to make sure that the ambulance service has enough resources to transport all the patients who need help on their hospital journeys.

Escorts are only authorised to travel with a patient if the patient requires the medical or other specialised skills of their escort during the journey, for example to accompany patients who have severe communication difficulties or those who may have dementia or confusion and require the skills of a particular known carer to ensure a safe journey.

Escorts will not be authorised for patients who do not require these skills. In all other cases family or friends who would like to be with you at your appointment will need to make their own travel arrangements. If you have any queries about PTS hospital transport please contact your GP or your hospital department.

Healthcare Travel Costs Scheme (HTCS)

If you are on a low income and not eligible for hospital transport, you may be eligible for financial assistance with your travel expenses through the Healthcare Travel Costs Scheme. For further information please contact your GP, hospital cashiers' department or the Department of Health website.

South Bristol Community Hospital

Address: **Hengrove Promenade, Bristol, BS14 0DE**

Switchboard: **0117 964 3300** (For Sat Nav: **BS14 0JZ**)

Please visit www.uhbristol.nhs.uk/sbch for further information about how to get to South Bristol Community Hospital.

As well as providing clinical care, our Trust has an important role in research. This allows us to discover new and improved ways of treating patients.

While under our care, you may be invited to take part in research. To find out more please visit:
www.uhbristol.nhs.uk/research-innovation
or call the research and innovation team on
0117 342 0233.

For access to other patient leaflets and information please go to the following address:

www.uhbristol.nhs.uk/patients-and-visitors/information-for-patients/



Hospital Switchboard: 0117 923 0000

Minicom: 0117 934 9869

www.uhbristol.nhs.uk



For an Interpreter or Signer please contact the telephone number on your appointment letter.



For this leaflet in Large Print, Braille, Audio, or Email, please call the Patient Information Service:
0117 342 3728 / 3725



Bristol Royal Infirmary – Action Plan for Travel for the Next Five Years

Theme	Actions	Measures	Timeframes	Future Actions	Persons Responsible
Travel Plan	<ul style="list-style-type: none"> • Travel Plan to be reviewed and updated after every Travel survey. • Travel Plan must be reviewed and updated where necessary when any data from Counters are available. 	<ul style="list-style-type: none"> • To included survey information regarding improvements to public transport information, additional cycle parking and reduction in car parking with any new measures even if survey reveals an increase • This is needed to encourage use of sustainable transport. 	<ul style="list-style-type: none"> • Review Travel Plan annually • Results to be forward to Bristol City Council email: city.transport@bristol.gov.uk 	<ul style="list-style-type: none"> • Travel Plan must be reviewed and updated where necessary when any data from UH Bristol staff postcode plots are available. 	<ul style="list-style-type: none"> • Travel Plan Coordinator
Patient & Visitors Travel	<ul style="list-style-type: none"> • Carry out patient and visitors travel survey using face to face electronic tablet. 	<ul style="list-style-type: none"> • To measure modes of transport to and from Bristol Central Hospital Areas. 	<ul style="list-style-type: none"> • 2014 	<ul style="list-style-type: none"> • And every 3 years thereafter 	<ul style="list-style-type: none"> • Travel Plan Coordinator
Staff Travel Survey	<ul style="list-style-type: none"> • Staff Travel Survey to be drafted, advertised and completed annually by Trust staff members as per S106 agreement. • Aim for a survey response rate of at least 70% 	<ul style="list-style-type: none"> • Promote Staff commuting to work to take part in Bristol's Biggest Commuter Count via Trust intranet*, email and advertising. *Note this is only available for those with internet access. • Response rate as low as 30% or less may be adequate. 	<ul style="list-style-type: none"> • Staff Travel Survey to be completed annually. • Next survey to be arranged for 2013. 	<ul style="list-style-type: none"> • Next survey to be arranged for 2013. 	<ul style="list-style-type: none"> • Travel Plan Coordinator
Transport Infrastructure	<ul style="list-style-type: none"> • Ensure transport infrastructure is laid out and used as per the application documents and plan • Bristol Haematology and Oncology - Improvements to highways • Bristol Royal Infirmary Redevelopment • Bristol Children's Hospital extension 	<ul style="list-style-type: none"> • Completion of Traffic Regulation Order • Dedication of public rights of way - revised target number agreed with Bristol City Council • First registration of Blue land – On-going discussion regarding discharge of obligation, action with Bristol City Council to respond • Legible City Initiative – Only required on failure of Travel Plan targets • Dropped kerb at junction Perry Road/Lower Church Lane • Ancillary works – Bristol Children's Hospital 	<ul style="list-style-type: none"> • To Be Confirmed • Dates dependent on construction programmes 	<ul style="list-style-type: none"> • By June 2014 	<ul style="list-style-type: none"> • Director of Strategic Redevelopment

		<ul style="list-style-type: none"> • Two new low floor bus stops on Horfield Road • Highway Sum relating to 2 way traffic system • Public transport sum relating to the upgrade of bus stops. 			
Car	<ul style="list-style-type: none"> • Raise awareness of sustainable travel modes for staff, patients & visitors to and from Bristol Central Hospital Area • Raise awareness, promote and support Car Share. 	<ul style="list-style-type: none"> • Promote sustainable travel mode to reduce single occupancy car trips. i.e. City car club, Life share, 'Walk to work week' • Provide information for staff and visitors via the Trusts website, included in recruitment starter packs, notices board around the Trust, email and via the Trust intranet*, email and advertising. *Note this is only available for those with internet access. 	<ul style="list-style-type: none"> • On-going • Promotions to be advertised annually 	<ul style="list-style-type: none"> • Promotions to be advertised annually • Promote crisis 'Car Sharing' as a guaranteed ride home for staff in the event of an emergency via the Trust intranet*, email and advertising. *Note this is only available for those with internet access. • Continue to promote and market Car Sharing to increase the number of employees using this service. Monitor results against previous Travel surveys to support a further increase in sustainable travel to and from the Bristol Central Hospital Area. 	<ul style="list-style-type: none"> • Travel Plan Coordinator
Parking	<ul style="list-style-type: none"> • To support a further increase in sustainable travel to and from the Bristol Central Hospital Area 		<ul style="list-style-type: none"> • On-going 	<ul style="list-style-type: none"> • Monitor the need for disabled spaces within the Bristol Central Hospital Area • Consider the needs of disabled staff and visitors in terms of access to the site and car parking 	<ul style="list-style-type: none"> • Travel Plan Manager • Travel Plan Coordinator
Bus	<ul style="list-style-type: none"> • Ensure Hospital Free Bus collect staff, patients & visitors at times that co-ordinate with shift patterns. i.e. Bristol Temple Meads • Promote activities to achieve sustainable transport 	<ul style="list-style-type: none"> • Used on the Free Hospital Bus and Cabot Circus services • Provide information for staff and visitors via the Trusts website, included in recruitment starter packs, notices board around the Trust, email and via the Trust intranet*, email and advertising. *Note this is only available for those with internet access. 	<ul style="list-style-type: none"> • On-going • Promotions to be advertised annually 	<ul style="list-style-type: none"> • Investigate the provision of 'Access for all' Buses • Promote awareness of Free Hospital Bus 'How to get to our Hospitals' leaflet for staff, patients and visitors via the Trust external website and send out a copy with outpatient appointment letters. • Promote the 30% discounted First Group Bus Service are offering all UH Bristol staff members via the Trust intranet*, 	<ul style="list-style-type: none"> • Travel Plan Coordinator

				email and advertising. *Note this is only available for those with internet access	
Cycle	<ul style="list-style-type: none"> • To support a further increase in sustainable travel to and from the Bristol Central Hospital Area • Promote activities to achieve sustainable transport 	<ul style="list-style-type: none"> • Introduce a link to the location of cycle parking for visitors and patients on the 'Travelling to and from our hospitals' web page. 	<ul style="list-style-type: none"> • To be implemented by Jan 2013 • Review 2014 • To be discussed annually and implement if agreed desired • Promotions to be advertised annually 	<ul style="list-style-type: none"> • Consider setting up a 'Bicycle User Group', 'Cycle Training' and a 'Monthly Bicycle Maintenance Morning' • Monitor the capacity of cycle parking and supporting facilities and to seek additional provisions if demand outweighs provision i.e. showers, lockers • Promote to cycle facilities to staff, patients and visitors including the use of showers and lockers for UHB staff members via the Trust intranet*, email and advertising. *Note this is only available for those with internet access. • Promote 'Bike week' every summer to all staff members via the Trust intranet*, email and advertising. *Note this is only available for those with internet access • Promote the Local Sustainable Funding Team road show on sustainable travel to our hospitals and promote offers and activities this provides the Trust intranet*, email and advertising. *Note this is only available for those with internet access 	<ul style="list-style-type: none"> • Travel Plan Coordinator
City Car Club		<ul style="list-style-type: none"> • Enable and promote their use via the Trust's Intranet 	<ul style="list-style-type: none"> • On-going – Review 2014 	<ul style="list-style-type: none"> • Keep abreast of the introduction of the new car club vehicles in proximity of the Bristol Central Hospital Area 	<ul style="list-style-type: none"> • Travel Plan Coordinator

Monitoring & Review	<ul style="list-style-type: none"> • Monitor progress against action plan on monthly basis • Undertake annual monitoring of travel behaviour to and from the site with an agreed format 	<ul style="list-style-type: none"> • Gather information from the Travel Plan Coordinator • Report progress to City Council • Survey staff and visitors • Collect data on staff commuting by taking part in Bristol's Biggest Commuter Count Note this is only available for those with internet access. • Receive data and undertake analysis • Review travel plan in line with annual monitoring findings • Assess usages by undertaking count. • Further promote to this Cycle Scheme to staff, including the use of showers and lockers for UHB staff members via the Trust intranet*, email and advertising. *Note this is only available for those with internet access. • Liaise with Finance regarding data and establish figures to future plans • To work with and build relationships with external contractors for signage completion when needed. • Advertise this update to staff, patients and visitors via marketing. 	<ul style="list-style-type: none"> • 6 Monthly, commencing when action plan is agreed • Initial survey within 12 months of appointment and thereafter bi-annually • Review 2014. Consider the need, after a review/survey to carry this scheme out more than twice a year and update Travel Plan. • 2015 after new ward block opened. • On-going 	<ul style="list-style-type: none"> • Monitor Cycle / motorcycle Facilities. • Monitor the implementation of Cycle Scheme purchase via finance. • Monitor feedback from the Working Group set up to consider future Servicing and Delivery. • To monitor, update and improve signage across the Trust where required. • Monitor, update and improve the Trust website format and content for staff, patients & visitors 	<ul style="list-style-type: none"> • Travel Plan Manager • Travel Plan Coordinator
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Travel Plan Coordinator: Joanna Love, University Hospital Bristol NHS Foundation Trust Joanna.Love@UHBristol.nhs.uk Tel: 0117 3424025