

(Review Title) **Travel to work**

Service led policy review and development

(One or two Councillors may volunteer and therefore be tasked by the Panel to conduct further investigation into a subject via interviews with service officers/relevant organisations and background research, and bring their findings back to the Panel)

Purpose

The centre of Bath offers a wide range of employment with a high percentage of retail and hospitality such as restaurants and hotels. A large volume of people travel into the city every day/night to go to work using public transport and long stay car parks. It is important that we understand the needs and requirements of those business/ organisations/ individuals that travel into work to help to continually improve the travel options available whilst benefiting the local economy. The review investigations will therefore hope to provide a greater understanding of the current travel to work options available and how best that we can work together to ensure Bath & North East Somerset's future travel Strategy reflect these, but also support the wider promotion of greener and cleaner travel choices for everyone.

It was agreed at the March Policy Development & Scrutiny Chairs meeting that the PTE Panel would undertake a *Scrutiny Inquiry Day* which would investigate the issues surrounding those who travel into Bath for Business. This would provide the opportunity to improve communications with other local business in the area and help to improve future travel plans.

However, after the agreed scoping meeting with officers it was felt that rather than duplicate the existing plans for a Transport Conference in September which will be providing the opportunity for all key stakeholders to discuss the future transport plans/strategies for the future of Bath, the Panel could undertake some smaller scale work which would add value to the overall findings for the Transport Vision/ Strategy.

Service led policy/ review work will provide the opportunity for local organisations, businesses/ employees in Bath to share their ideas and thoughts on what would encourage them and their employees to take alternative methods of travel to work and provide the opportunity to identify and share what different types of local industry travel strategies already exist within B&NES.

Key Objectives

To investigate and understand:

- (A) what local businesses feel the Council needs to do to encourage them and their employees to take alternative methods of travel to work, identifying what incentives would make the difference for them and why? This would help identify the barriers to sustainable transport.

- (B) the different types of private industry travel strategies that exist in and around Bath which could be used a best practice model to feed into overall findings e.g. Retail, Big business, such as the RUH

Scope

The following activities have been agreed:-

1. That the steering group consists of Cllr Marie Longstaff, Cllr Roberts, PDS officers, and key service led officers to be agreed to work on the detail of the scope and objectives/ outputs of the review work and in support of the identification of key stakeholders.
2. Some basic research to investigate what hard data is already available on Travel to work in the area and what can it tell us? For example:
 - a. Bristol Snapshot survey – Travel to work
 - b. Census data – 10 year survey
 - c. Chamber of Commerce research –Transport in the City of Bath
 - d. UWE - Parking permit
3. Explore further methods of research taking on board the findings from point two including a small scale survey to ask local businesses & (employees) what they feel the council could do to encourage alternative means of transport into the city?
 - a. Identify key stakeholders to consult? (including ft/pt employees)
 - b. Examines areas such as, *Price, Location of bus stops, connectivity between buses, bus driver manners, timing-Reliability of service, standards of service, lack of bike parking, etc.*
 - c. Identify what facilities/ incentives would work for businesses and why? i.e. such as off-street parking and discounted rail travel
 - d. Understand uncontrollable factors which determine methods of transport such as school runs and holidays
4. Investigation into the different types of private travel plans that exist within the area of Bath and share best practice approaches/ methods:
 - a. RUH Parking strategy
5. That the steering group meet to develop a short briefing report of findings which will support the council in identifying travel to work priorities. The report will hope to provide a greater understanding of what more needs to be done, and the identification of what is achievable.

Out of Scope: (what will the review not be looking at?)

Home to school travel plans/options

Outputs of this Review

- Notes and papers from public Planning, Transport and Environment Policy Development & Scrutiny Panel meetings
- Notes and papers from any consultation findings/ results
- Report incorporating key findings, conclusions and recommendations
- Recommendations to be presented to the Cabinet Member for Transport Roger Symonds

Constraints

- The review must be managed within the budget and resources available to the Panel.
- The review research and findings will need to have consideration to the requirements of the Equalities Act.
- The consultation with Businesses will need to be timely, allowing enough time to undertake results and analyse and to feed into the overall findings of the Transport Conference.
- The Steering Group will report back on the findings from this review to the Planning Transport and Environment Policy Development & Scrutiny Panel at the Nov 2012 Panel meeting.

Draft Outline Project Plan

Date	Stage / Activity	Meeting Type
Terms of reference		
June 2012	PDS Private briefing to discuss Terms of reference	Private
July 2012	Public agreement of TOR at PTE PDS	Public
August 2012	Research and briefing reports	Private
Consultation with key stakeholders		
August 2012	Steering group meeting	Private
Sept 2012	Small scale Survey	Public
Report Writing on research / consultation		
Oct 2012	Steering group meeting to discuss Recommendations/ Resources	Private
Nov 2012	Panel Meeting	Public
Dec 2013	Final report and recommendations to Cabinet	Public
Feb 2013	Cabinet Response	Public

Enquiries

For further information, contact:

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Policy Development & Scrutiny

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