

## **Bicycle Users Group (BUG) Terms of Reference**

The BUG will exist to promote and encourage cycling to and from the College and provide a forum for cyclists to provide feedback, input, consultation and ideas to travel issues and initiatives at the College.

### **BUG Vision**

To cycle to a campus where cycling is an embedded part of the culture and the facilities and attitudes on campus reflect this.

### **Aims of the BUG**

- To make recommendations for improving cycling facilities on campus
- To recommend ways of improving existing facilities to encourage more cycling
- To provide feedback/input into College travel initiatives
- To raise any issues that hinder cycling to the College
- To encourage others to cycle through recommending routes/maintenance advice/buddying-up with new cyclists/advice on safe cycling
- To feed any issues or ideas about cycling in the local area to the Council Local Transportation Team
- Highlight any other issues affecting cyclists at RHUL

### **BUG members agreement**

- The BUG will meet quarterly
- The BUG will be facilitated by the Sustainability Officer, but owned by the members
- The BUG will be inclusive and accessible to any member of staff or any student who cycles or wishes to start cycling
- All members will have an equal voice on the BUG regardless of differences in grade, staff or student, or mileage cycled
- BUG members will, at all times be polite, courteous and respectful to all other BUG members
- BUG members will seek to promote cycling through positive actions and proposals and will act as a source of advice on safe cycling, cycling routes, maintenance and support to new cyclists
- All issues raised by BUG members will be done so with a view to finding an improvement
- Proposals and suggestions agreed by the BUG will feed into the College structure through the Sustainability Working Group, reporting to the Sustainability Steering Group. The Sustainability Officer will represent the BUG on this. For smaller proposals the Sustainability Officer, with support from BUG members, will follow-up directly with the relevant stakeholders

- The Sustainability Officer will hold regular meetings with Surrey County Council's Community Travel Advisor to raise issues on behalf of the BUG and to inform the BUG of any future developments affecting cycling to/from the College.
- Any BUG member wishing to raise an issue but cannot attend a meeting should email their points to be raised to the Sustainability Officer prior to the meeting for them to be contributed on the member's behalf

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Sustainability Officer  
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