

## **Abandoned Bike Policy**

The University of Brighton promotes sustainable travel for travelling to and between its campuses and halls of residence, in line with the University Strategy. As such, the University actively provides support for cyclists, including the provision of cycling facilities (such as cycle parking, cycle repair kits and cycle pumps) across the University's campuses and halls.

All cyclists need to comply with the Highway Code, and must ensure that their brakes are efficient, and that if cycling at night they use front and rear lights and have a red rear reflector.

To maximise the availability of cycle parking, it is important that bicycles are not left abandoned, thereby occupying parking spaces over prolonged periods of time. Besides taking up valuable cycle parking space, bikes left for extended periods are more likely to be stolen, may be damaged by exposure to the elements, and will generally degrade the visual appearance of the University's cycle storage facilities, thereby deterring potential cyclists from using them.

To prevent any build-up of unused bicycles, the University has a policy of removing all abandoned bicycles locked on its premises which are unclaimed. A bicycle is determined to be abandoned when it is found in the same location over an extended period of time, with any combination of missing parts, covered in dust or cobwebs, with flat tyres and rusted chains.

All abandoned bicycles will be labelled as such (see below), with a request that the owner contact the university to claim their bicycle. All bicycles that are unclaimed after a specified period of time (at least 4 weeks) will be removed, unless they are claimed and / or moved in the interim period.

Bicycles which are unclaimed and are ultimately removed will be disposed of – where possible by being donated to charitable groups or organisations, such as the SU Bike Hub.

To avoid bicycles being removed, students and staff are strongly advised to not leave them locked and unmoved on University premises for a continuous period of four weeks or more.

### **Sample abandoned bicycle notice**

<small>Case number:</small> <input type="text"/>	 <b>University of Brighton</b>
<b>This Cycle Appears Abandoned And Is Under Investigation By Estate And Facilities Management.</b>	
If this is your bike, please contact us while we are carrying out our abandoned bikes audit.	
All bikes which have been labelled and are unclaimed after the 31 January will be removed and disposed of as abandoned.	
<small>Please Direct Any Queries And Issues To:</small> <b>abandonedbikes@brighton.ac.uk</b>	