



University of  
St Andrews

# University of St Andrews

## Travel Plan

June 2015 Update



## **CONTENTS**

### **PREFACE**

### **1.0 INTRODUCTION AND SCOPE**

### **2.0 POLICY AND GOVERNANCE**

### **3.0 SUMMARY OF PROGRESS**

### **4.0 NATURE OF DEMAND**

### **5.0 TRAVEL AND PARKING INITIATIVES**

### **6.0. TARGETS**

## **PREFACE**

The University of St Andrews has been a place of learning for over 600 years. During this time, there have been many challenges, perhaps none more important than the effort to maintain a reputation for uncompromising academic excellence. Part of the formula that enables this level of excellence to continue is the provision of effective transport links within the town, Fife and indeed Scotland in order to facilitate the travel of staff, students and the wide range of other stakeholders that visit the University.

This Travel Plan is a key part of the forward planning process and it identifies the strategy for developing improved travel opportunities in St Andrews and the wider area. Travel is a fundamental part of the experience of everyone who visits, works and learns at the University. We must make travel as easy and efficient as possible. We must provide the widest range of transport choices through developments and initiatives, including improved car parking, new cycle facilities, safe cycle routes and footways.

Of course, we cannot achieve this without the help of the Local Authority and public transport providers, which is why the University is working closely with these organisations in order to plan for success. Furthermore, to be successful, the Travel Plan needs to be supported by staff and students and this is why travel aspects are at the heart of the University's commitment to Sustainable Development. We had an overwhelming response to our recent travel surveys and I now encourage you to get involved with the initiatives, which will be promoted through our Travel Plan. We also value your feedback so that we can continue to deliver an effective and sustainable Plan, which will meet the future needs of students, employees and visitors to the University.

## 1.0 INTRODUCTION AND SCOPE

In ensuring that the University can continue to successfully contribute to economic, social and environmental aspects of sustainable development, this Travel Plan supports the University's commitments to Sustainable Development and is aligned with the Scottish Executive's aims and objectives for sustainable transport.

The University's Travel Plan will aim to achieve the following objectives:

- To give staff and students a wider choice of travel modes to and from St Andrews, and between the University's sites in the town
- To provide for those staff who have need to use their car for travel in the course of their work
- To allocate rationally the parking spaces available and to plan for their future allocation as the University develops.
- To reduce the impact of transport generated by the University on the rest of the town.
- To reduce the impact on the wider environment of the University's transport activities.
- To demonstrate to the local authority and the wider community that the University of St Andrews is a responsible member of the community in northeast Fife that seeks to mitigate its environmental and other impacts.

The Plan summarises how the University manages its travel and transport impacts; it outlines progress made to date; it notes the travel habits of staff and students; the plan also describes how the University will tackle the challenge of improving travel and transport options and how it will monitor and report progress made over time. An annual review of the Plan is undertaken internally.

## 2.0 POLICY AND GOVERNANCE

### 2.1 Policy

The University's Sustainability Policy includes an aim to reduce atmospheric pollution and resource use and improve the local environment by encouraging more sustainable travel alternatives to, from and between University sites. This involves the development of travel solutions that reduce travel and transport impacts generated by the University and this objective has been included in the University's Sustainable Development Strategy.

### 2.2 Governance

The Sustainability Policy Group chaired by a Senior Manager from the Principal's Office is responsible for developing and implementing travel and parking solutions. This Group reports to the Planning and Resources Committee and ultimately the main governing body of the University, the University Court.

### 2.3 Management

Day to day operational aspects associated with Travel and Parking are managed by Estates via the Environment Team. The Environment and Energy Manager is responsible for coordinating the delivery of the University's Sustainable Development Strategy commitments. This includes the development of travel solutions to reduce impact.

## 3.0 SUMMARY OF PROGRESS

Using travel survey data obtained from regular surveys (carried out from a baseline year of 2002) it is possible to identify the level of progress made. The response rate for the 2015 survey of staff was 26% and 23% for students. Based on these response rates and summarising the key aspects that are being addressed, improvements achieved to date (2015) are outlined below:

### 3.1 Car Travel and Parking

- 60% of staff travel to work by car, compared to 70% in 2006. 10% of staff respondents who live with a mile of their place of work travel by car as either a driver or a passenger. When compared to the results of the 2006 survey it suggests that this figure has reduced by 17%. The results also show that there has been a subsequent increase in the percentage of staff respondents walking to work who live up to 1 mile from their place of work, from 62% in 2006 to 79% in 2015. Overall, the percentage of staff who travel by car and live within 1 mile of their place of work is less than 1%.
- A University Car Share Scheme has been developed and was implemented in June 2004 for staff and students. Publicity of the scheme and monitoring of its success is ongoing. The number of staff travelling by car alone has decreased by 7% since 2006.
- The University has installed four publicly accessible electric vehicle charging points across the campus, as well as hosting charging points for St Andrews' electric car club, E-Car Club, at the Gateway Building, Agnes Blackadder Hall, and David Russell Apartments. We have also invested in three electric vehicles for use by our Grounds Services, Mail Room, and Delivered Catering staff.
- A Parking Management Plan was launched in September 2007. The scheme includes the issue of permits to staff and requires students to register and apply for a permit for their vehicle. Two part-time parking Attendants have also been employed. The Plan aims to discourage students from bringing a car to the University unless they have a special need. The Plan also aims to ensure that staff car parks are not abused. The Plan also aims to compliment the package of measures outlined below.
- Wherever possible, the University aims to reduce the number of new car parking spaces by making better use of existing car parking spaces.

### 3.2 Cycling

A University Bicycle User Group has been established. From consultation with this Group, priority areas and design requirements for improved cycle storage facilities were determined and installed. These facilities include:

- Installation of covered storage for more than 120 cycles at Agnes Blackadder Hall, and 60 uncovered spaces at Andrew Melville Hall and St Salvators Hall.
- Additional covered cycle storage facilities have also been provided at the Gateway, David Russell Apartments, the Computer Science building and the Bute Building. 6 'Bikeaway' cycle lockers have been provided at Butts Wynd.
- Covered cycle storage and associated facilities are provided by default within the design specification for all major developments including New Fife Park, the Sports Centre and Students' Association. Where appropriate, refurbishments also benefit from cycle storage provision such as 79 North Street.

- Improvements to the cycle path between David Russell Apartments and the North Haugh have been completed.
- An abandoned bicycle scheme has been successfully implemented in association with Fife Council and Fife Constabulary. The scheme allows for the safe removal and in some cases the reuse of abandoned bicycles in partnership with local charity Bikeworks.
- Bike Doctor sessions are organised with Transition University of St Andrews. These sessions are open to staff and students.
- A Bike to Work scheme was launched in 2009.
- A cycle map of routes is available.
- The University is supportive of Fife Council's Core Paths initiative

### 3.3 Bus and Rail

- First class rail travel is available to all staff for business purposes with the aim of reducing the use of car and air travel.
- The University operates a student UniRider ticket in association with Stagecoach. This helps keep the cost of student bus travel at a more affordable level
- A bus service operates a 20 minute service between the Town and David Russell Apartments. The service is open to the general public. In 2005, a bus turning circle was opened at David Russell Apartments to enable more effective bus access.

### 3.4 Walking

- Improvements have been made to the footpath/cycle path between David Russell Apartments and the North Haugh. This provides a safer link between this area and the town.
- The University is supportive of Fife Council's Core Paths initiative.

### 3.5 Communication and Awareness

- Information on travel options has been developed and made available on the University webpages; additional information has been issued at staff induction days, student society Freshers Fayre and to residences for visitors during the summer months. The University also has a strong working relationship with Fife Council's Transportation Services team and is engaged with the 'Smarter Choices Smarter Places Fund'. The University also has strong links with Sustrans and is actively discussing how to better link outlying villages and communities with the town of St Andrews.

The University is also a member of the Environmental Association of Universities and Colleges (EAUC). In particular the University is a participant in the Travel Support Network Group within EAUC and regularly attends this topic support network group to share learning on travel ideas and projects.

### 3.6 Stakeholder Engagement

The University has created a Transport Forum, which includes a range of transport providers. The Forum aims to create a partnership that can provide more sustainable transport options in and around St. Andrews.

## 4.0 NATURE OF DEMAND

The 2015 Staff Travel Survey yielded a response rate of 26%. Analysis of the results indicates that 60% of staff travel by car (39% travel alone, 21% as a car sharer). The results suggest that there has been a steady decline in the percentage of staff who travel to work by car since both the 2009 and 2012 surveys with a subsequent increase in the percentage of staff who walk or travel by bus.

Discounted public transport tickets are the most popular measure to support staff in travelling by bus and train. Improved cycle paths were suggested by staff respondents as the most popular measure to encourage them to travel by bicycle, and help finding someone to car share with was identified as the main measure to support them in car sharing to work.

The 2015 Student Travel Survey yielded a response rate of 23%. Analysis of the results indicates that:

- 27% of students travel to University by car at the beginning of the year
- 12% of students travel home from University during term by car, 27% travel by train and 26% travel by bus.
- 5% of students travel to lectures by car, 77% walk, 12% travel by bicycle and 6% travel by bus.

To change travel habits, students would like the opportunity to buy a bicycle at a discounted price and gain access to further discounted public transport tickets.

## 5.0 TRAVEL AND PARKING INITIATIVES

The University has developed a number of measures that are designed to improve travel and parking. These measures include:

### 5.1 Encouraging Public Transport

The University has established a Transport Forum consisting of key stakeholders including the University, Fife Council and bus, rail and taxi operators. The Transport Forum works together to achieve the common aims of promoting and delivering travel and transport improvements to St Andrews by understanding user needs, enhancing existing services, increasing service/modal choice and by promoting travel planning. For instance, the University, via the Transport Forum will explore the potential for reduced bus and rail discount tickets for frequent travellers. As part of the Transport Forum, the University will work with bus, rail and taxi providers to find ways to improve the services for instance in terms of service frequency, routes and timings including how bus and rail services link up with each other. In terms of taxi provision, the University will work with operators to consider more flexible service arrangements such as improved links between bus and rail providers.

A range of other public transport measures are being considered to help reduce the impact of travel and parking:

- Assessing the potential for preferential rates for taxi travel for University staff and students
- Improving access to travel information via a Journey Planning Information system available on the University website
- A University policy on flexible working
- Guidelines have been introduced for essential University travel

### 5.2 Cycling

- Integration of cycle facilities including cycle racks and showers into new build and refurbishment building projects
- New upgraded cycle shelter installation for existing cycle parking areas
- The availability of interest free loans for staff to purchase cycles and equipment has been introduced
- Introduction of a cycle mileage rate, of 10 pence per mile for staff travelling short distances on University business

### 5.3 Walking

Particular attention will be paid to the improvement of a safe footpath network including the provision of improved lighting where practicable. This includes the provision of improved lighting and CCTV where practicable.

As part of the Core Paths network, the University will seek to maintain paths to a suitable level and consider the route of paths as part of any future developments.

#### 5.4 Car Parking and Car Use

Student parking – students are actively encouraged not to bring a car to University and they have to register their vehicle if they do choose to bring their car

Car sharing – the University has implemented a car share scheme that enables staff to reduce the number of single occupancy car journeys. As of 2015, 21% of staff shared their car journeys. The designation of reserved spaces for those staff who regularly car share is being trialled at one of the University's buildings

Improved policing of car parks. A Car Parking Management Scheme has been successfully introduced.

#### 5.5 New Developments

As part of new developments, the University will continue to integrate sustainable travel and parking aspects in order to minimise impact. This will focus on creating opportunities to reduce car use and parking need, the integration of cycle storage, lockers and changing facilities and footway access into the design.

#### 5.6 Home Working and Flexible Working

The University of St. Andrews has developed a policy for home and other forms of flexible working. This policy will help to reduce the numbers of journeys made by staff.

#### 5.7 Videoconference Facilities

The University of St Andrews has installed videoconference facilities that enable staff to communicate with colleagues and organisations in different parts of the United Kingdom and the world without the need for transport.

IT Services have also introduced Microsoft Office 365 (summer of 2015) which has Skype for Business, a solution that allows professional collaboration and meetings – all integrated with Microsoft Office. It allows instant messaging, audio and video skype calls and even screen sharing.

#### 5.8 Monitoring Performance and Stakeholder Engagement

Staff and Student Travel Surveys – the recently completed surveys of 2015 will be repeated bi annually in order to more fully understand the effect of the above measures

Transport Forum – the University considers it vital to build effective working relationships and the Transport Forum will help key stakeholders to share information and learning as well as developing initiatives to improve travel and parking

The University will continue to work closely with Fife Council on transport planning aspects that arise from Local and Structure Planning aspects.

## 6.0 TARGETS

The University Travel Plan has agreed one target that focuses on the reduction of car use.

***Target – To reduce single occupancy car use by University staff to less than 35% by 2018.***

The 2015 survey showed that the single occupancy car use figure is 39%. In 2006, this figure was 46% so it seems that with continued efforts to encourage alternative modes of transport, this target should be achievable. This type of target is regarded as the most appropriate means of effectively articulating all of the University's policies with regard to the promotion of alternative transport modes for staff.