

Travel Plan 2022**Final**

Travel Plan 2010-2020 Revision History	
Original	February 2010
First Revision	October 2011
Second Revision	November 2013
Third Revision	December 2014
Fourth Revision	December 2015
Fifth Revision	December 2016
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Seventh Revision	March 2019

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Foreword

Transport matters. The University has 5,500 staff and more than 23,000 students making regular use of our campuses. This inevitably has an impact on the local environment and contributes significantly to our carbon footprint.

The University has dedicated significant time, effort and resources to the delivery of our adopted Travel Plan in recognition of our responsibility to address our travel needs within the City of Southampton and local region. We have made positive progress, and have seen significant disruption to travel patterns as a result of the covid-19 pandemic. There is clearly much more we can do as we adapt to the resultant changes to the way our campuses operate.

To continue to improve our performance we will need to encourage further change. Our Travel Plan sets out a series of objectives to encourage our staff, students and visitors to choose more sustainable travel modes that have a reduced environmental impact and will help us to reduce our carbon footprint.

I recognise the challenge facing us in persuading people to change their travel habits. We continue to work with staff and students to identify ways to make it easier, safer and more affordable to walk, cycle and use public transport.

Many of these actions the University can take forward now, but some will require us to work closely with our partners and I look forward to further collaboration with our colleagues in the public sector and industry to make the right travel choices for our communities.

A handwritten signature in black ink that reads "Mark E. Smith". The signature is written in a cursive style with a large initial 'M' and a stylized 'S'.

Professor Mark E. Smith CBE

Vice-Chancellor

August 2022

Sustainable Travel Policy

The University of Southampton is one of the top ten research-led universities in the UK, offering first-class opportunities and facilities for study and research in a stimulating working environment. We are **committed to excellence in all we do, applying our insights and inventiveness to solve the most complex societal and environmental challenges** (University Strategy, 2022). We recognise the important role we have in managing the impact of our day-to-day operations on the environment and in promoting the principles of sustainability in all our activities.

We are committed to:

- Measuring our total emissions footprint and set targets for Scope 3 emission reductions (University Sustainability Strategy, Goal 2) , which include travel to and from work
- Providing access to cost-effective and practical alternatives to the car
- Maximising the use of valuable land and enhancing public realm on our campuses
- Assessing the physical and mental health implications and risks associated with an over-reliance on car travel, compared to travel via sustainable modes

The Travel Plan sets out a range of measures, such as improved walking and cycling facilities, bus services and information on alternative modes of transport, as well as disincentives for car drivers who do not share their journey, to achieve our policy aims.

This policy covers all campuses and halls of residence owned by the University, complementing our environment and sustainability policies. This policy is part of the University Environmental Management System (EMS).

We are committed to achieving environmental good practice throughout our activities by:

- Implementing flexible working arrangements that enable staff and students to reduce their need to travel
- Providing improved walking and cycling facilities on campuses and halls
- Working in partnership with other stakeholders to provide improved walking and cycling routes and other transport initiatives
- Developing the Uni-link bus service and connections with other public transport operators
- Implementing a car parking policy to encourage car users to seek alternatives or car share, and to support the use of low or zero emission vehicles
- Improving the public realm to provide a better place for staff, students and visitors to work, study and socialise
- Providing staff, students and visitors with accurate travel information to help inform their travel choices
- Managing our fleet vehicles to maximise use and reduce costs and emissions
- Encouraging and supporting staff and students to consider the environmental impact of their business travel habits
- Sharing best practice with other higher education institutions (HEIs), public bodies and others

This policy will be reviewed annually as part of the Travel Plan, to ensure that it remains relevant and up to date.

Date: September 2022

1. Travel Plan History

The University of Southampton adopted a Travel Plan in 2007, with the objective of reducing car journeys to and from University Campuses and increasing the use of sustainable modes of travel. Targets were established for 2010-2015 and 2015-2020, and details of our performance against these targets set out in section 1.4. Between 2010 and 2019, the results of travel surveys show we reduced staff single occupancy car travel by 9.3%, and student car travel by 7.1%. The objectives that led to this reduction are set out in the Travel Plan Action Plan (attached as Appendices 1-3 and referenced throughout this document).

Shortly before publication of the 2020 update, the covid-19 pandemic fundamentally changed travel demand and behaviour for university staff and students. We continue to see impacts from the pandemic (September 2022) including increased flexible working by certain groups of staff, sustained online meetings, a reduction in overall travel and an increase in car use by those that do travel. Work is now underway to support flexible working long term, and to address the shift away from sustainable modes that the pandemic has caused. This is the first update of the Travel Plan following the lifting of pandemic restrictions.

The University is well served by all modes of transport, with good walking and cycling paths linking campuses and halls of residence with local amenities. There are excellent bus, rail and airport links, and the University is close to major roads and motorways. The University has supported the growth in micromobility options in Southampton, providing space for e-scooter and bike hire operators across campuses.

We recognise that our Travel Plan is a live document, requiring regular review and updates to remain current and reflect the efforts that have been made to increase use of sustainable travel options. We carry out regular staff and student travel surveys (**Objective 1.2**) to assess progress with Travel Plan targets. The objectives in the Action Plan are set to help achieve our targets to reduce carbon emissions and encourage sustainable travel habits.

We also recognise that tackling transport issues is essential for the continued development of our estate, and our strategic commitments to reducing the environmental impact of the University. This Travel Plan links to the objectives of our Environmental Management System (EMS) and our [Sustainability Strategy](#). It is a key document to support University planning applications and provides an overarching summary of our approach to transport planning for our campuses.

1.2 Scope

The University of Southampton is one of the largest employers in Southampton, and we recognise that travel to and from our sites has a significant impact on the surrounding area. We remain committed to reducing our environmental impact and this update of our Travel Plan sets out how we will encourage staff, students, contractors and visitors to adopt more sustainable forms of transport, to help us to reduce associated Scope 3 carbon emissions. This in turn supports Goal 2 of the University Sustainability Strategy.

Our Travel Plan covers all University campuses; Highfield, Avenue, the Engineering Centre of Excellence Boldrewood Campus, National Oceanographic Centre, Southampton (NOCS), Winchester School of Art (WSA), University Hospital Southampton NHS Foundation Trust (UHS), plus halls of residence and the sports ground at Wide Lane. The plan excludes Chilworth Science Park due to estate management arrangements at the site. The plan is principally aimed at the commuting journeys of staff and students, but also considers the impact of university fleet vehicles and business travel. It should be noted that NOCS and UHS have their own travel policies and our plan should be read in conjunction with the documents produced by these organisations.

The Travel Plan will continue to develop in accordance with the changing circumstances of the University and the environment in which it works. This scope was developed for the 2010-2020 Travel Plan and remains relevant for the 2020-2030 Travel Plan review period.

1.3 Objectives

The overall aim of the Travel Plan is to reduce single-occupancy car journeys. The plan outlines a variety of objectives to encourage staff, students and visitors to adopt more sustainable modes of transport to achieve this. An Action Plan summarising these objectives is provided in Appendices 1, 2 and 3.

Between 2010 and 2020 our Travel Plan was structured around the following hierarchy of travel modes:

- Remove/reduce the need for travel
- encourage active travel (walking and cycling)
- encourage use of public transport
- encourage car sharing
- Support use of lower emission vehicles
- provide personal travel planning information

This hierarchy remains relevant and is used to structure the objectives set out in Appendix 1-3. For information on the progress we have made, please refer to these appendices.

1.4 Travel Survey Results

Travel surveys were conducted in 2007, 2009, 2010, 2011, 2013, 2015, 2016, 2017, 2019 and 2022 to provide us with information on travel behaviour amongst staff and students, and to quantify the effectiveness of our objectives.

Results from the 2013 travel surveys demonstrated that we had exceeded our 2015 targets for staff and undergraduate student single occupant car reduction. Results from the 2019 surveys demonstrated that we had met our 2020 target for student single occupant car use, and had made progress towards our staff target, (meeting our 2015 target but falling short of our target for 2020). Results recorded during June/July 2022 indicate an increased level of car use as a legacy of the pandemic.

Table 1: Travel Plan progress towards targets (2010-2022)

% Single Occupancy Car Use						
	Baseline 2009	Target 2015	Survey Result 2013	Target 2020	Survey Results 2019	Survey Results 2022
Staff	46.5%	38%	35.8%	30%	37.5%	43.3%
Undergraduate Students	10.1%	9%	4.6%	3%	3%	Survey due Spring 2023

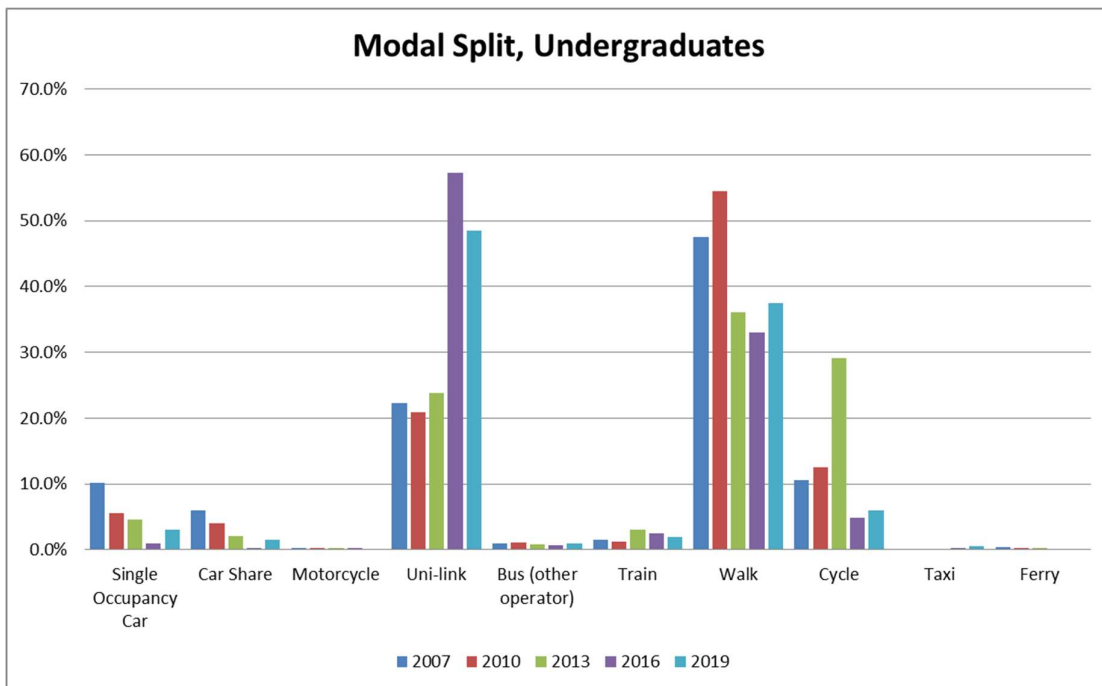
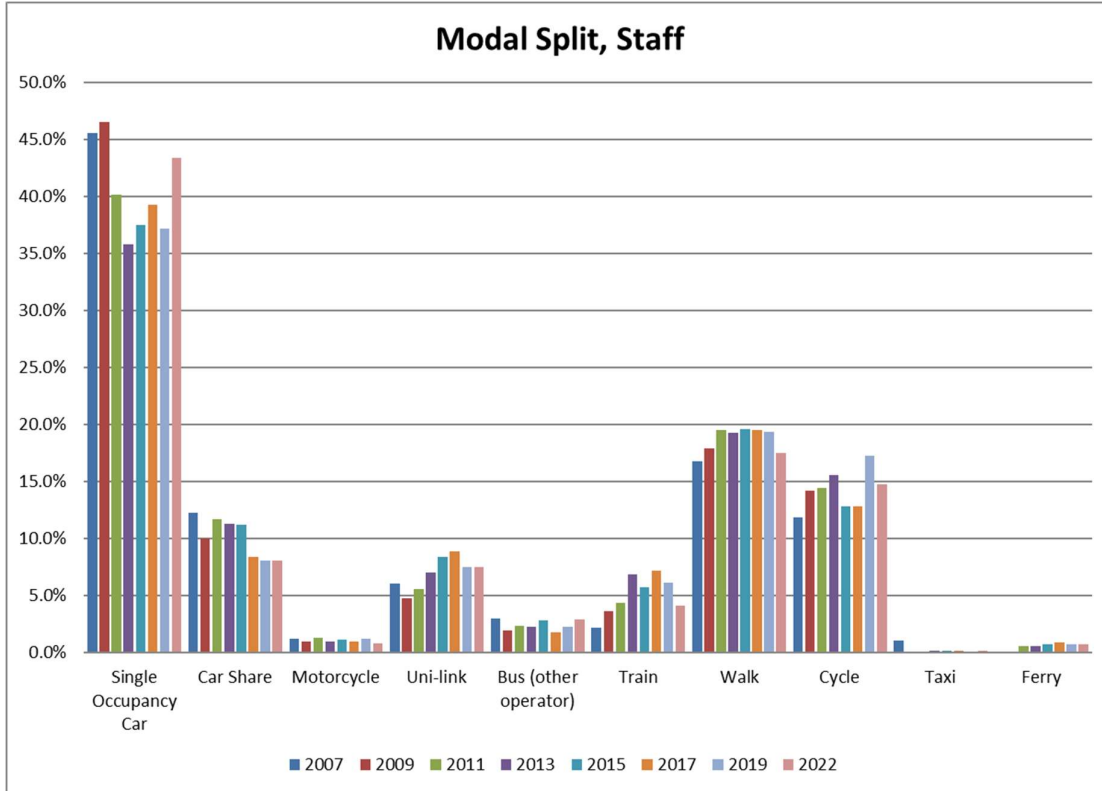
Whilst the increased percentage of staff travelling by car in 2022 is cause for concern, the survey also provided data on the average number of days staff were spending on campus- recording a drop from 4.6 days on average pre-pandemic to 2.8 days on campus in June/July 2022. Supporting sustained flexible working amongst staff is now a priority of the Travel Plan, and in real terms means we currently record fewer cars on campuses than pre-pandemic.

The 2019 student survey results demonstrate we achieved our 2020 target for car use amongst student (both in terms of single occupancy trips and car sharing). The data also indicates a sustained rise in Uni-link bus patronage, with corresponding drops in walking and cycling. This pattern is in part a result of a change in the way the survey was communicated in 2016 and 2019, which resulted in a higher proportion of halls-based students responding compared to previous years. The results are nevertheless

encouraging and support our observations that the overwhelming majority of students travel to and from campuses via sustainable modes.

In previous versions of the Travel Plan, we presented separate modal split data for postgraduate students with associated targets. Response rates amongst postgraduates have generally been low (2% in 2013, 3% in 2015) and as a result we are not confident that the survey results are a robust reflection of travel habits. We have therefore decided to remove separate statistics for postgraduates.

The results of our Travel Surveys are set out in figures 1 and 2.



Figures 1 & 2: Travel Survey Results Summary

2.0 Travel Plan 2022-2030

During the 2022-2030 review period the Travel Plan will consider factors beyond the travel hierarchy which are relevant to the operation of a successful, forward-looking University. The performance of the Travel Plan will therefore be assessed against the following three key themes. These themes are referenced alongside each objective in Appendix 2.

1. Environmental Impact
<p>Reduce emissions from commuter journeys</p> <p>Reduce emissions from university-owned vehicles</p> <p>Reduce emissions from business travel</p> <p>Contribute to air quality improvements within Southampton</p> <p>Support Southampton City Council's Green City Charter goal of a carbon neutral city by 2030</p>
2. Space Impact
<p>Reduce space dedicated to car park provision</p> <p>Increase efficiency of car parking utilisation (through lift sharing, for example)</p> <p>Reduce emissions per car parking space</p> <p>Reduce congestion on local roads</p> <p>Improve quality of public realm</p> <p>Increase capacity of cycling facilities</p> <p>Increase capacity of public transport options</p> <p>Increase coverage of public transport connections and interchange opportunities</p> <p>Support long-term flexible working</p>
3. Wellness, Safety and Health Impact
<p>Promote physical and mental health benefits of active travel</p> <p>Improve local air quality</p> <p>Assess health & safety impact of transport activities on campuses</p> <p>Assess health & Safety impact of business travel</p> <p>Assess health benefits of flexible working practices</p>

The objectives set out in the Action Plan (Appendices 1-3) will be assessed and prioritised against these themes. This will allow us to:

- Clearly align objectives with the strategic University focus on environment, sustainability and carbon reduction, working towards the same targets.
- Utilise our Travel Plan effectively in planning for estate development and infrastructure projects.
- Increase the relevance of our Travel Plan for all staff and students, to deliver improvements to wellbeing and student experience.

2.1 Targets 2020-2030

Building upon the progress made between 2010-2020, our primary target for 2022-2030 is to maintain a trend of reduced car travel and increased use of sustainable transport options. Recognising that people travel by a variety of modes, this review period will focus on single occupancy journeys as a KPI. Surveys will continue to capture information on the relative use of other modes but our objectives will seek to develop flexible and accessible transport options that combine to provide a credible alternative to car use, supporting working from home and multi-modal journeys.

Baseline for staff single occupancy car use (2022)	Target 2025	Target 2030
43.3%	37.5%	35%

Baseline for student single occupancy car use (2019)	Target 2025	Target 2030
3%	2.5%	2%

In addition to commuting journeys, this phase of the Travel Plan will increase our focus on fleet and business travel as a component of our environmental impact, and a significant contributor towards Scope 3 emissions as recorded in our Sustainability Strategy and EMS. We will establish a baseline for emissions from vehicles owned by the University, and business travel undertaken by our staff, so that we can establish reduction targets that align with Goal 2 of the Sustainability Strategy.

Baseline for University fleet vehicle carbon footprint (2023)	Target 2025	Target 2030
To be established	To be established	To be established

Baseline for University business travel carbon footprint (2023)	Target 2025	Target 2030
To be established	To be established	To be established

With the overarching target of supporting Southampton City Council's goal of carbon neutrality by 2030, we recognise that the above reduction targets require connected changes in the makeup of remaining single occupancy car journeys, primarily via the migration away from fossil fuel use and an accelerated adoption of zero emission vehicles. The objectives of the Travel Plan support and incentivise this change.

These targets will be monitored using the techniques set out in section 2.2. The objectives set to reach our targets are summarised within the Travel Plan Action Plan (Appendices 1, 2 and 3) which will continue to be updated on an annual basis as part of the on-going monitoring of the Travel Plan.

2.2 Monitoring

We will continue to monitor travel-related activities to ensure that the reductions achieved against our targets are maintained. Table 5 identifies means of monitoring different modes of travel, and the exact monitoring will depend on the specific measure being reviewed (**Objective 1.1**). Staff and student travel surveys are the main way we assess our progress, and the next surveys will take place in 2023 (**Objective 1.2**). Results will be assessed against our 2025 Travel Plan targets.



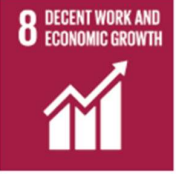




	Monitoring method
All modes	Staff and student travel surveys KPI's reported in Action Plan (Appendices 1-3)
Active Travel	Pedestrian and cycle count along key corridors Bikes sold through the Uni-Cycle project Bikes repaired by Bike Dr Services Bike locks, lights and helmets sold by Uni-link Office Number of applications for cycle to work scheme Demand for cycle parking facilities Demand for other walking, cycling and running facilities (showers, lockers etc) Utilisation of hire schemes (bike and e-scooter)
Bus	Review of bus patronage based on sales Review of bus patronage based on smartcard and app transactions Feedback via email/social media Mystery shopper results
Car	Number of parking permits issued Number of car share permits issued & number of registered car sharers Number of flexible parking permits issued Number of parking fines issued Use of electric vehicle charging facilities Feedback from local resident groups on residential parking
Other	Membership of social media groups Percentage of staff working from home or working compressed weeks Carbon emissions from University owned vehicles Scope 3 emissions from University travel activity (commuting and business travel) Business Travel bookings recorded by our Travel Management Company

Table 4: Summary of monitoring methods

In July 2014, the University achieved the international standard ISO14001 for implementation of our Environmental Monitoring System (EMS). All activities with an environmental impact are considered within the EMS, including transport, and the Travel Plan is recorded as a key EMS document. There is therefore a degree of cross-over regarding Travel Plan and EMS objectives, targets and reporting.

The staff travel survey is used to collect data on commuter carbon emissions (Scope 3 emissions, **Objective 1.3**). This data contributes to the University Sustainability Strategy, and we have supported academic studies to develop our methodology further. Comparison of 2017 and 2019 staff travel data suggests that Scope 3 emissions from staff commuting have decreased by 13.3% during this period, based on comparable DEFRA conversion factors (**Objective 1.3.1**), primarily as a result of increased cycle journeys, decreased car use, and shorter average journey distances.

Travel Plan targets are linked to the strategic objectives of the University, contributing towards our sustainability performance and carbon reduction targets, our progress towards the City Council Green City Charter goal of carbon neutrality by 2030, and our performance against the following UN Sustainable Development Goals (SDG'S);

 <p>3 GOOD HEALTH AND WELL-BEING</p>	 <p>4 QUALITY EDUCATION</p>	 <p>8 DECENT WORK AND ECONOMIC GROWTH</p>
<ul style="list-style-type: none"> • Promote positive physical and mental health by supporting active lifestyles • Reduce emissions associated with travel activities, improving air quality 	<ul style="list-style-type: none"> • Provide inclusive access to education • Support academic research on sustainability and travel/transport impact 	<ul style="list-style-type: none"> • Provide sustainable access to education and employment • Support sustainable development and growth at the University
 <p>9 INDUSTRY, INNOVATION AND INFRASTRUCTURE</p>	 <p>11 SUSTAINABLE CITIES AND COMMUNITIES</p>	 <p>13 CLIMATE ACTION</p>
<ul style="list-style-type: none"> • Provide of effective and sustainable transport options • Phased reduction in dependence on fossil fuels 	<ul style="list-style-type: none"> • Support increased urban mobility • Support connected communities and improve accessibility options 	<ul style="list-style-type: none"> • Reduce greenhouse gas emissions associated with travel activities • Progress towards net carbon neutrality
	 <p>17 PARTNERSHIPS FOR THE GOALS</p>	
	<ul style="list-style-type: none"> • Contribute towards local, national and international discourse on travel/transport impact • Share data and best practice 	

2.3 Delivering the Travel Plan

Implementing the Travel Plan takes time, effort and financial resources. Senior management commitment is essential to demonstrate the necessary leadership and resources to deliver the Action Plan objectives (Appendices 1, 2 and 3). The University recognises that the Travel Plan will never be 'completed' but will evolve over time.

2.4 Senior Management Commitment

The Travel Plan has been endorsed by the Vice Chancellor and senior managers. It is an active component of the University Sustainability Strategy and EMS. Senior management at the University will review progress of the Travel Plan to ensure that sufficient funds are allocated, actions are delivered to time and budget, and recommendations are made for its revision.

2.5 Funding

Travel Plan objectives are primarily funded via income generated by staff car parking permits. Other sources of funding include income generated by Uni-link bus travel, parking penalty charge notices, grant funding secured via external partnerships (My Journey Workplace Travel Grant, for example) and central University project funding. The University is committed to providing sufficient funding to deliver the objectives of the Travel Plan, and we actively seek funding from other parties to support Travel Plan targets.

2.6 Strategic Approach

Transport is managed centrally, providing a coordinated and consistent approach to deliver Travel Plan objectives. In addition, transport is directly linked to both the development of the estate and environmental management. The Action Plan identifies objectives delivered between 2010 and 2020, ongoing objectives, and objectives to be delivered between 2022 and 2030.

The Travel Plan is a 'living' document and will be updated following each staff and student travel survey (**Objective 9.1**). The Action Plan will continue to be updated on an annual basis and shared with SCC. We will seek opportunities to increase overall awareness of the Travel Plan, and the objectives set out in the Action Plan (**Objective 9.1.1**).

Future development of the estate will require travel plans to support planning applications and these will be based on and refer to this overarching plan (**Objective 9.2**).

As the University grows, we recognise the need to assess specific transport needs at new sites. We will carry out site specific travel surveys at new sites within the first year of occupation, to review the effectiveness of measures to support sustainable travel and will include these sites within the scope of this Travel Plan to ensure they contribute towards our overall objectives, KPI's and targets (**Objective 9.2.1**).

2.7 Partnership Approach

We recognise that, while many of the Action Plan targets are within the University's authority, many will need to be driven by other parties. We have developed strong relationships with a wide range of local and national organisations that are in a position to support the delivery of our objectives and continue to work with these organisations to improve transport in and around Southampton and Winchester (**Objective 9.3**).

Southampton City Council apply for various sources of external funding to deliver sustainable transport improvements within the city. The University works with the council on funding bid processes wherever appropriate, and with council officers and other stakeholders to identify and deliver associated projects (**Objective 9.3.1**).

2.8 Stakeholders

We recognise that the University's transport activities have an impact on Southampton and Winchester businesses and local communities, and as a consequence there are many internal and external stakeholders who have an interest in this plan.

The main internal stakeholders are staff and students. Information about the plan will be shared with them through a variety of media (predominantly online resources including email, social media, the SUSSED portal and the transport website).

Our expertise in transport-related research, in particular the Transport Research Group, continue to be used to help deliver aspects of the plan. In addition, students are encouraged to tackle University transport-related projects that help identify opportunities for improving travel options and to monitor the plan's progress (**Objective 9.4**).

Our main external stakeholders are listed in Table 5:

Table 5: Travel Plan External Stakeholders

Local authorities	We work closely with Southampton City Council on transport matters and have developed a similar relationship with Hampshire County Council, Winchester City Council and Eastleigh Borough Council officers (Objective 9.5).
Local community	We liaise directly with local residents and resident groups. The University Communications Team publishes <i>Neighbourhood News</i> to inform local people about our work and activities.
Bus	We have close ties with bus operator Go South Coast and its parent company the Go-Ahead Group. We are a member of the Bus Punctuality Group, chaired by the city council, which meets on a quarterly basis to discuss issues affecting bus routes in and around Southampton.
Rail	We have developed good links with the major local train operator, South Western Railways, to look at ways to introduce additional rail/bus joint ticketing (Objective 9.6). We are stakeholder members of the Three Rivers Community Rail Partnership, who seek to improve local rail facilities and links to public transport.
Cycling	Sustrans work closely with the University, with the National Cycle Network running close to or via the University estate in Southampton and Winchester. Further joint working has led to the Connect2 scheme being promoted by Sustrans, the University and SCC, and subsidised cycle storage being installed at the Highfield Campus and NOCS. We regularly work with the city council and Sustrans on a range of active travel events and challenges. We also work with Cycling UK and have been awarded event funding via their grant schemes.
Micro-mobility	We are closely engaged with both Voi and Beryl, supporting the development of their hire offer in the city and seeking ways to promote each scheme to staff and students.
Other Universities	We are an active member of the Environmental Association of Universities and Colleges, and work closely with a range of institutions across the UK on matters relevant to our Travel Plan and sustainability strategy.

2.9 Best Practice

The transport issues affecting the University of Southampton are not unique. Other HEIs throughout the UK are also addressing transport issues, and we regularly liaise with them to share best practice via EAUC transport network (**Objective 9.8**).

We will continue to work closely with other local bodies, such as the Public Sector Sustainable Development Group and SCC Workplace Travel Network, to share best practice locally (**Objective 9.9**).

3.0 Conclusions

At the time of this review (September 2022), we have made further progress with our Travel Plan. Of the 116 objectives currently summarised in the Action Plan (Appendix 1), we have assessed 42 as being complete, 11 as being undeliverable at present, and 63 as being an on-going element of the Travel Plan.

Staff travel has been significantly impacted by the covid-19 pandemic and continues to show sustained change, particularly with increased levels of home working and online meetings. There is evidence of an increase in car use by staff, which this Travel Plan seeks to address, but also reduced trips to campuses which supports the key themes that we aim to embed in our operations.

We have maintained a low level of car use by students since the Travel Plan was introduced. The most prominent areas of growth have been walking, cycling and public transport use, and we will continue to provide support and investment to make it as easy as possible for people to adopt these modes.

The shift in focus of the Travel Plan to consider environmental, space and health impacts of travel better aligns our approach with the current priorities of the University and will help us to continue to deliver against objectives that are relevant to our staff and students. Our 2025 and 2030 targets support our wider environment and sustainability objectives and align with the strategic direction of the University, and the city, with regards to sustainability and environmental impact.

We will continue to work towards the 2030 targets established within this review of the Travel Plan.