TRAVEL AND TRANSPORT PLAN
2025 – 2030

Contents

1.   Overview

1.1   Introduction

This Travel and Transport Plan ("the Plan") sets out the University's overall approach to travel and transport in respect of its students and staff. The Plan considers all aspects of travel associated with the University, including:

- staff and student travel to/ from the University for work/ study;
- business travel undertaken by staff;
- visitor travel, and;
- deliveries and servicing.

1.2   Structure of this Document

This Plan is structured as follows:

1	Overview of the Plan.
2	Overview of national, regional and local policy.
3	Existing transport infrastructure and initiatives in place that support travel to the University by all modes.
4	Results of the 2023 staff and student travel survey. The findings been used to inform targets and measures to be introduced as part of this Plan.
5	Objectives and targets for the Plan, and proposals for ongoing monitoring and review of the Plan.
6	An Action Plan that sets out initiatives, timescales and responsibilities for the delivery of measures is also provided.

1.3   Ownership

Responsibility for implementing, monitoring and updating this Plan ultimately rests with the Chief Operating Officer.

1.4   Status of this plan

In the Spring of 2025, we conducted staff and student travel surveys. We had a good response for both staff and students. For staff, this gave us sufficient data to make comparisons with previous surveys and set objectives for the future. For students, in previous years a sufficient number of responses were not collected, therefore no comparisons with previous surveys have been made.

1.5   Links to other plans

This Plan sits under our Sustainability Strategy and should also be considered in line with our Carbon Management Plan.

1.6   Plan vision and objectives

The vision and objectives of this Plan are to:

a) promote alternatives to car use;

b) encourage healthy and active travel (walking and cycling) amongst staff and students;

c) increase site accessibility and improve transport options for both staff and students;

d) fulfil the Corporate Social Responsibility requirements of the University.

e) be a good neighbour in the local community;

f) contribute to our reduction in CO_2 emissions.

1.7   Locations

In addition to the main campus, the University has satellite sites at 60 Waldegrave Road, the Naylor Building, Teddington Lock and the Exchange. All of these sites are within a mile from the main campus. The satellite sites are all considerably smaller than main campus and a breakdown of sizes is shown below:

Location	Area (sqm GIA)	% of total
Main campus	42,717	88.7%
Naylor Building	635	1.3%
60 Waldegrave Road	1,351	2.8%
Teddington Lock	1,462	3.0%
The Exchange	1,948	4.1%

b)   People numbers

Staff numbers, as of 1st June 2025, are shown in the table below.

Staff Category	Headcount
Employee	716
Casual	416
HPA	225
Total	1357

Student numbers for 2024/2025 are 4,506 total students (3,762 full-time and 744 part-time)

2. Policy and best practice

2.1 Policy in context

This section provides an overview of the national, regional and local policy context relevant to the future development proposals at St Mary's University. It should be noted that policy generally derives from town planning policy at national and local levels and is specific to new development rather than existing infrastructure. The University is likely to embark upon some new developments during the life of this Plan and these policies will become a factor.

Travel and transport policy should also have regard to our own objectives including our Sustainability Strategy, Carbon Management Plan and where applicable our corporate responsibility objectives.

2.2 National Policy

The need to manage transport in new developments has been historically enshrined in many national policy and guidance documents. Current guidance is set out in section 9 of the National Planning Policy Framework (NPPF).

The NPPF focuses on promotion of sustainable transport through limiting the need to travel and offering a genuine choice of transport modes.

2.3 Regional policy

"The London Plan" is the Mayor of London's overarching strategy for London, covering several areas including transport. Further strategy and policy derive from the Mayor of London's Transport Strategy, delivered through Transport for London (TfL). TfL's website sets out guidance on Travel Plans. This Plan follows the guidance therein.

2.4 Local policy

The London Borough of Richmond upon Thames (LBRUT) has adopted the London Plan standards for car and cycle parking for new developments and has produced a new Transport Supplementary Planning Document to provide additional guidance to developers.

3. Existing transport provision

3.1 Site Assessment

Our main campus is located on Waldegrave Road, close to Twickenham town centre. It is approximately 2 miles from Kingston and 2.5 miles from Richmond. There are two main entrance/exit points on Waldegrave Road for vehicles, cyclists and pedestrians and an additional access on Waldegrave Road for staff and deliveries. In addition, there is a gated access/exit to Clive Road although this is rarely used.

The campus operates 24/7 with core hours between 0700 and 1900. There are various activities outside of those times including sports and third-party use.

The table below shows the distances of our satellite sites from main campus.

Site	Distance from main campus reception
Naylor Building	1.0 km / 0.6 miles
60 Waldegrave Road	1.0 km / 0.6 miles
Teddington Lock	2.0 km / 1.2 miles
The Exchange	1.8 km / 1.1 miles

3.2 Car parking – on site

The table below shows the availability of car parking across our sites, as of October 2024.

Location	Staff	Day	Visitor	EV	Accessible
Main campus					
Staff car park	28	-	-	-	1
Main car park/piazza	15	20	8	2	2
Near reception	-	-	-	-	-
Road between L&M & Waldegrave Road	19	-	-	-	1
Between SU Hall & track	-	4	-	-	-
Student Square	3	-	-	-	-
Adjacent and behind R block (new)	-	22	-	-	1
R block (old)	-	3	-	-	-
Clive car park	29	-	-	-	-

Clive Halls	-	-	-	-	-
GWD spaces	17	20	-	-	3
Waldegrave Park			16		
Other sites					
60 Waldegrave Road	15	24	-	-	2
Naylor Library	-	20	-	-	3
The Exchange	22	-	-	-	2
Teddington Lock	-	53	-	-	-
Totals	148	166	24	2	15
	355				

Note that since the travel survey in 2017 we have increased our onsite provision by adding 17 new spaces around the sports centre and 16 outside the Waldegrave Park houses.

3.3 Car parking – off site

Over recent years, LBRUT has introduced several Controlled Parking Zones (CPZ) in the area. The most recent was the St Mary's University CPZ introduced in August 2022. This has severely limited free or low cost on street parking provision on weekdays.

3.4 Motorcycle parking

There are several areas across campus for motorcycle parking although overall demand is quite limited.

3.5 Car sharing

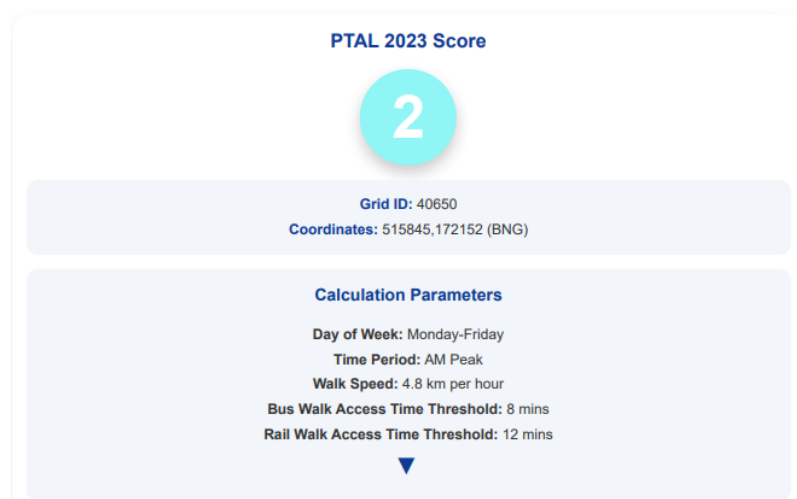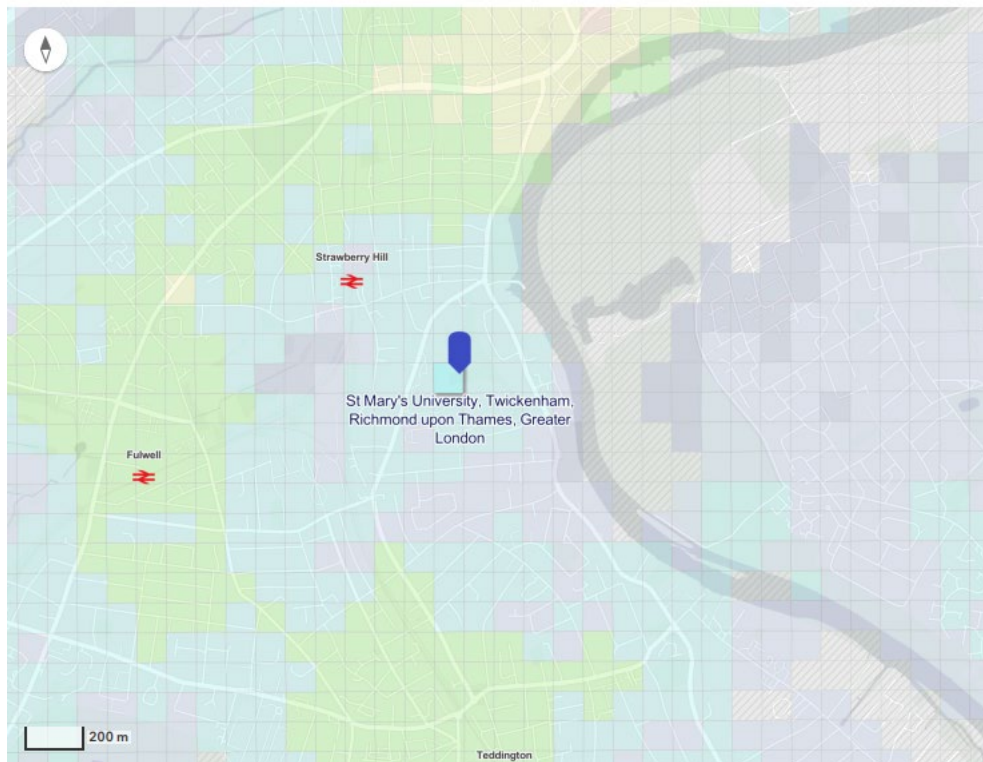There is no active scheme in place.

3.6 Car clubs

A car club enables users to rent a car for anything from an hour to a few days and is usually cheaper than conventional car hire. Users can book a club car online or by phone with payment made by the hour and/or miles travelled. Zipcar and Enterprise are the main car club operators in the local area.

3.7 Public transport accessibility levels (PTAL)

PTAL values give an assessment of public transport accessibility by postcode locations. A PTAL value provides a detailed measure of the accessibility of a relative location to the public transport network, considering walk access time and service availability. Rail and bus frequencies are taken from current timetables, and walk times are calculated from the site to all bus stops and rail

stations. Values are assessed from 1 to 6, with 6 being the best. The image below shows the PTAL assessment for main campus[1].

PTAL Report

PTAL 2023 Score

2

Grid ID: 40650
Coordinates: 515845,172152 (BNG)

Calculation Parameters

Day of Week: Monday-Friday
Time Period: AM Peak
Walk Speed: 4.8 km per hour
Bus Walk Access Time Threshold: 8 mins
Rail Walk Access Time Threshold: 12 mins

▼

Other PTAL values are as follows:

60 Waldegrave Road	2
Naylor Building	3
Teddington Lock	1b
The Exchange	4

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[1] Extract taken from TfL PTAL calculator

Our PTAL values are generally low and there is realistically nothing we can do to change these. Clearly it appears odd that 60 WR and Naylor which are opposite each other have different PTAL values.

3.8 Buses

Main campus is served by the 33 bus route which runs from Barnes Common to Fulwell via Richmond and Twickenham. The next nearest route is the R68 running from Kew to Hampton Court via Richmond and Twickenham. Services frequencies are detailed below:

Route No.	Route	Peak hour weekday
33	Fulwell - Teddington - Twickenham - Richmond - East Sheen - Barnes	Every 6-10 minutes
R68	Hampton Court - Hampton Hill – Teddington – Twickenham – Richmond - Kew	Every 16 minutes

The 33 bus serves 60 WR and the Naylor building. These buildings are relatively close to central Teddington which is served by several other bus routes.

The R68 also provides a connection with the Teddington Lock Campus. A further two additional bus services operate in the vicinity of the site bringing the total number of buses running to/ from the Teddington Lock campus during the weekday peak hour to 18. Table 3.3 provides a summary of the routes serving the Teddington Lock Campus.

3.9 National Rail

All University locations are served by National Rail although as mentioned above, PTAL values are generally low and, in some cases, there are long walk distances between points. The table below sets out details of nearest national rail stations and walking times.

Location	Nearest station	Trains per hour	Walking time/distance from station
Main campus	Strawberry Hill	4	5 minutes / 0.3 miles
60 WR	Teddington	8	10 minutes / 0.5 miles
Naylor	Teddington	8	10 minutes / 0.5 miles
Teddington Lock	Teddington	8	20 minutes / 1.0 mile
The Exchange	Twickenham	12-16	2 minutes / 0.1 mile

It should be noted that although Strawberry Hill is served by 4 trains per hour, two trains arrive at the same time on clockwise and anti-clockwise loops from London Waterloo so the reality is the service is more akin to two trains per hour.

3.10 Supporting public transport use

Interest-free loans are available to staff for the purchase of season tickets to enable the most competitively priced ticket options to be secured.

3.11 Cycling

The University is served by good cycle connections with a range of off road cycle routes and quieter roads in the area.

Cycle parking

There are over 250 designated cycle parking spaces located across our estate including a variety of Sheffield stands and covered racks. Some areas of cycle parking are overlooked by CCTV.

Cycle training

Cycle training has been provided in the past for staff and students (up to 2010) but is not currently provided.

Cycle loans

The University has a Cycle2Work Scheme in place for staff, for the tax-free purchase of bicycle and associated safety equipment.

Cycle shops

Staff can take advantage of 10% discount on bikes, accessories and services at *Moore's Cycles* in Twickenham, Teddington or Isleworth.

Cycling on business

A cycle mileage allowance of 20p per mile is offered to staff for travel on work associated with University business (not applicable for the commute to/from work).

Shower and locker facilities

Excluding shower facilities in the residential estate, there are showers for staff use in these locations:

Showers available for staff to use				
Building	Location	Quantity	Gender	Accessible?
E block	Near to reception	1	All	Yes
N block	Shannon corridor	1	All	Yes
L block	Opposite L37	1	All	Yes
R block	Sports centre changing room	4	Male	No
R block	Sports centre changing room	4	Female	No
R block	Sports centre accessible	2	All	Yes

There are lockers available for the storage of equipment by staff and students near main reception, in the commuter lounge and in the sports centres. Drying facilities available at the on-campus laundrette.

3.12 Cycle hire and e-scooters

These pay as you go hire systems are available in the local area, the latter through an ongoing government and TfL trial. We are engaging with stakeholders to implement cycle and scooter "stations" across our sites during 2023.

3.13 Pedestrian access

Typical walking times from our main reception are:

Site	Walking time from main campus reception
Naylor Building	14 minutes
60 Waldegrave Road	14 minutes
Teddington Lock	29 minutes
The Exchange	24 minutes

3.14 Reducing the need to travel

We have flexible working where appropriate with use of home working, flexible working, online meetings and remote access.

3.15 Information for visitors

Maps, directions and car parking terms and conditions are available via the staff portal. In addition to the travel information on the portal, a 'Travel to St Mary's University' leaflet is sent to all new students and staff prior to their arrival on campus. Wayfinding has been improved with the introduction of new map totums on the main campus.

4. Staff Travel Survey

4.1 Survey history

Separate staff and student travel surveys were undertaken in the Spring of 2025. For consistency, these followed a similar format to surveys undertaken in 2023.

4.2 Staff survey

We had 131 responses to the staff travel survey which is considered a sufficient amount to draw reasonable conclusions from. A copy of the survey

is attached at Appendix A. The findings below will focus only on staff responses.

4.2.1   At which location are you mainly based

This question asked staff to state their main location based on over 50% of their time. The vast majority are mainly based on main campus:
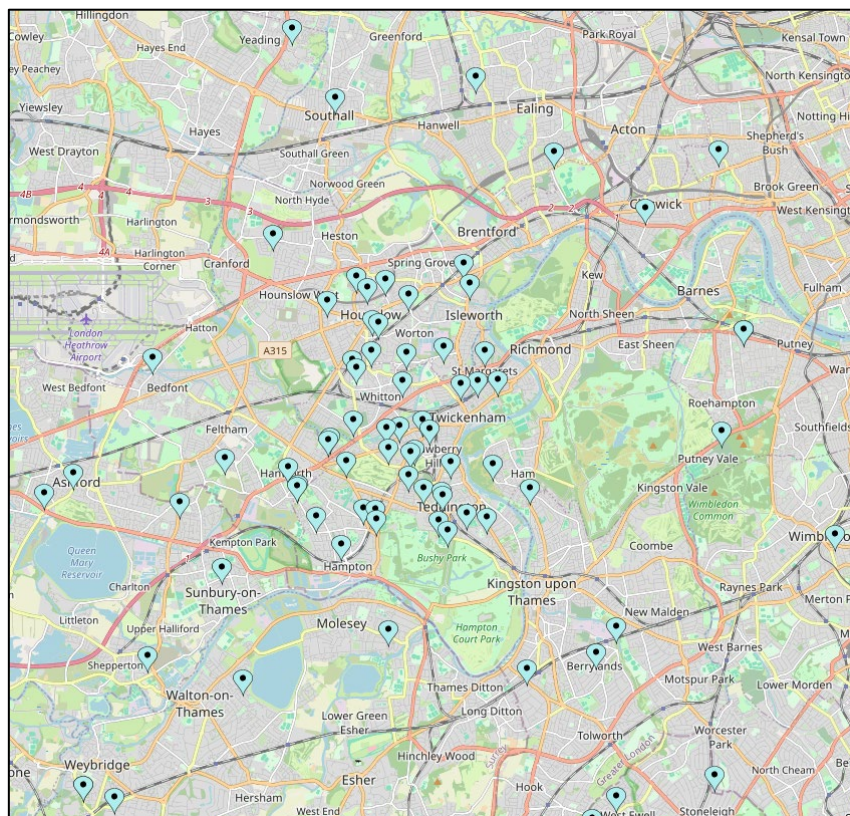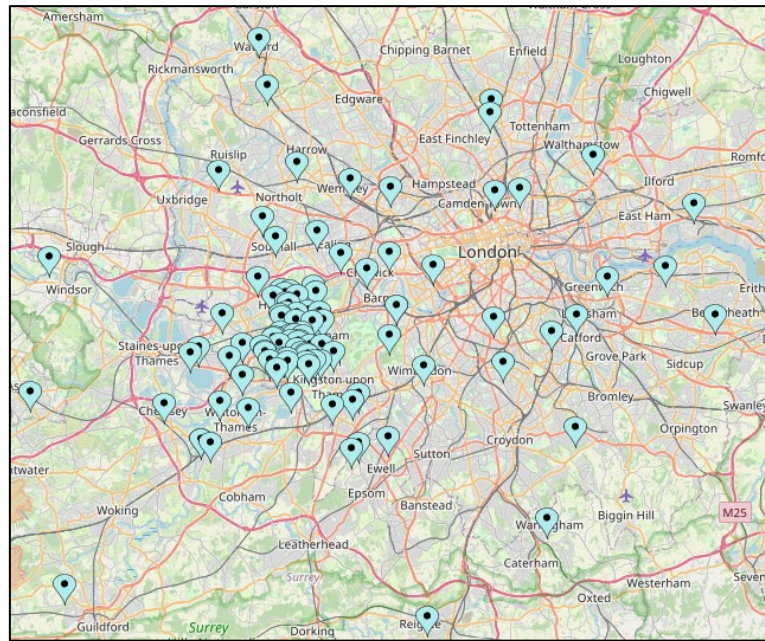
Answer Choices	% of Respondents
Main Campus	96.12
60 Waldegrave Road	0.00
Naylor Building	0.78
Teddington Lock	0.78
The Exchange	0.00
Remote Working	2.33

4.2.2   Where are you travelling from?

Simple postcode maps show the locations that staff are travelling from. This is the wider picture:
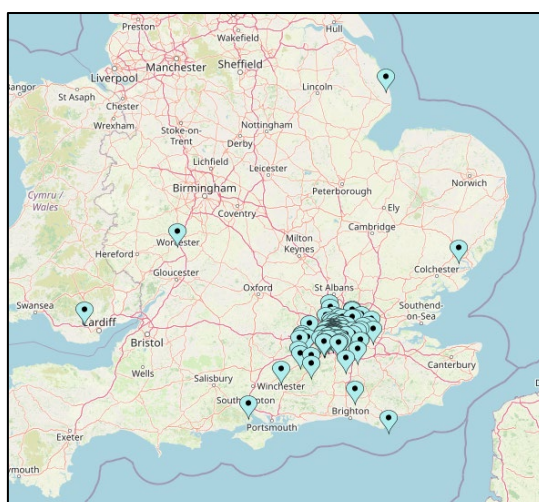
More local pictures are shown below:

These show that a significant proportion of staff are travelling a relatively short distance to the University.

4.2.3 What time do you usually arrive at and leave work?

Analysis shown below.

Arrival at work:

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
I live on campus	2	3	4	5	4	0	0
Before 9am	85	80	82	79	65	9	7
Between 9am and 11am	13	20	18	21	15	3	4
Between 11am and 2pm	6	4	5	5	5	1	2
After 2pm	1	1	0	1	0	0	1
I work remotely on this day	14	14	18	16	29	0	0
I don't usually work this day	7	4	2	3	6	42	42

Leaving work:

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
I live on campus	0	0	0	1	0	0	0
Before 9am	0	0	1	0	0	0	0
Between 9am and 11am	10	10	10	10	10	2	3
Between 11am and 2pm	2	3	6	5	3	0	0
After 2pm	91	92	87	90	72	8	8
I work remotely on this day	14	13	18	16	29	0	0
I don't usually work this day	6	3	1	2	4	42	40

This shows that the majority of respondents broadly fit within a standard business day (9-5) Monday - Friday. There are increased numbers of staff working at home on a Friday compared to the rest of the week.

4.2.4 Travelling by car

44% of respondents said they travel to the University by car, with 40% travelling as a car driver.

28% of staff respondents held a University car parking permit and 6% use the pay as you go parking offered on site.

4.2.5 Where do you usually park?

Staff responded as follows:

Where do you usually park?

4.2.6 Do you hold a staff car parking permit?

28% of respondents hold a staff permit.

4.2.7 Main mode of travel

The main mode of travel for staff journeys is shown below. It can be seen that a large number use their car although this perhaps isn't in proportion to the number holding a staff permit. Walking and national rail were both the second most popular options for travel to the University.
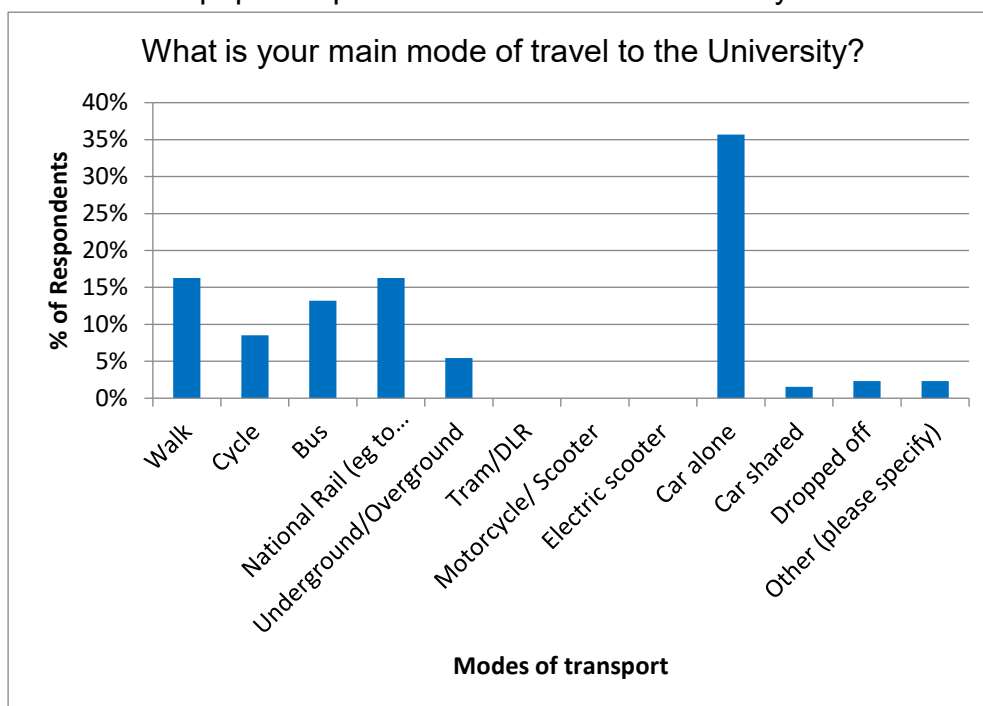

What is your main mode of travel to the University?

4.2.8 Length in time of journey

Survey respondents were asked how long their journey to the University usually takes.

How long does your journey usually take?
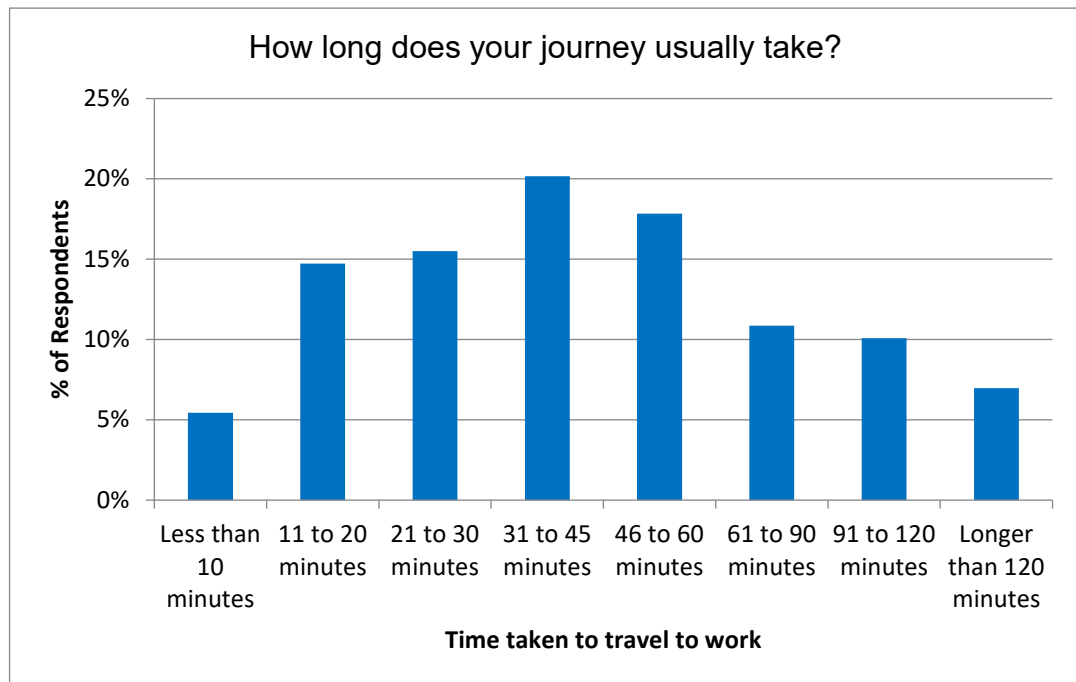
4.2.9 Reasons for travel choice

Respondents were asked the reasons why they chose to travel in the way they do. The responses show a wide variety of reasons with the principal reasons being convenience, time savings and cost savings.

What are the main reasons for choosing to travel by your main mode to get to University?
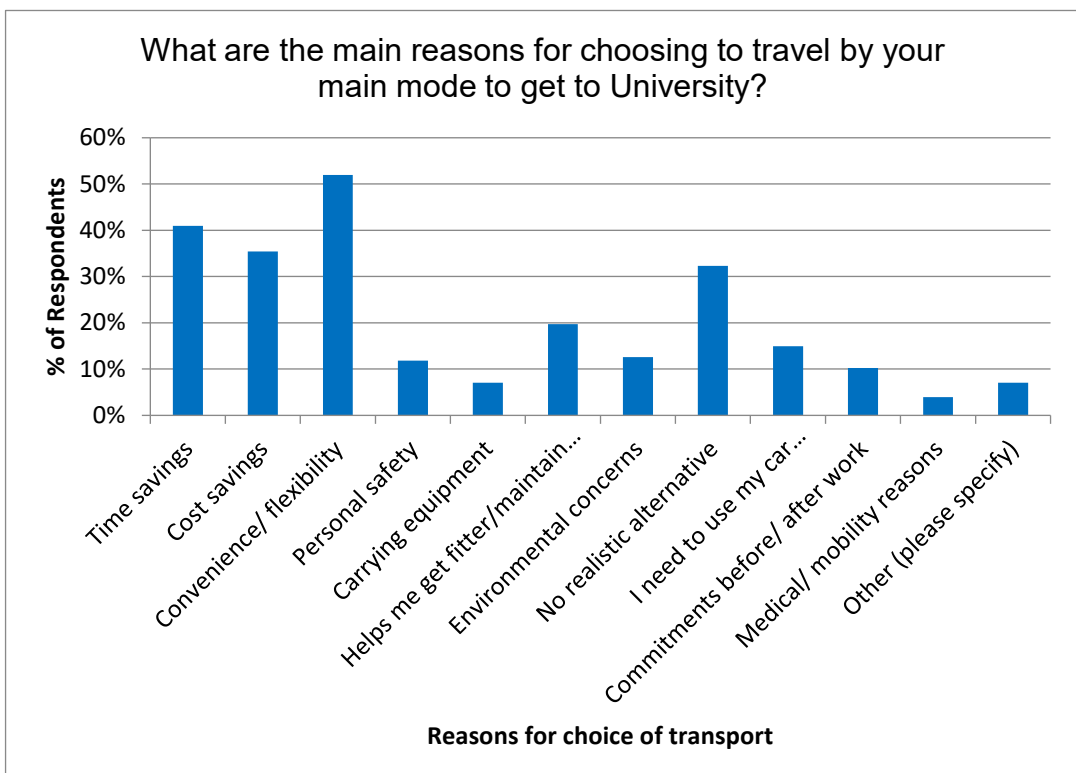
4.2.10 Encouraging walking

The survey asked staff what would encourage them to walk to work giving options of safer crossing facilities on route, personal safety courses, more locker/storage facilities, improved shower/changing facilities or any other suggestions. 77% of respondents felt that none of the options suggested would encourage them to walk to work. However, 11% mentioned improved changing facilities.

The majority of freeform comments suggested that distance was the biggest impediment to walking. A safer crossing was near to the post room entrance was mentioned, as well as changing rooms with a shower separate from the toilet.

4.2.11 Encouraging use of public transport

The survey asked staff what would encourage them to use public transport to travel to work giving options of improved security on public transport, more frequent and reliable public transport, less crowded services or any other suggestions. 49% said more frequent, reliable public transport would encourage use of public transport, whilst 43% said none of these would encourage them.

The freeform comments suggested that the following would encourage more public transport use, more direct routes to the University, flexible starting hours, freedom pass to start before 9am. Cheaper public transport is the main incentive to encourage more use.

4.2.12 Encouraging cycling

The survey asked staff what would encourage them to cycle to work. The results are shown in the graph below.
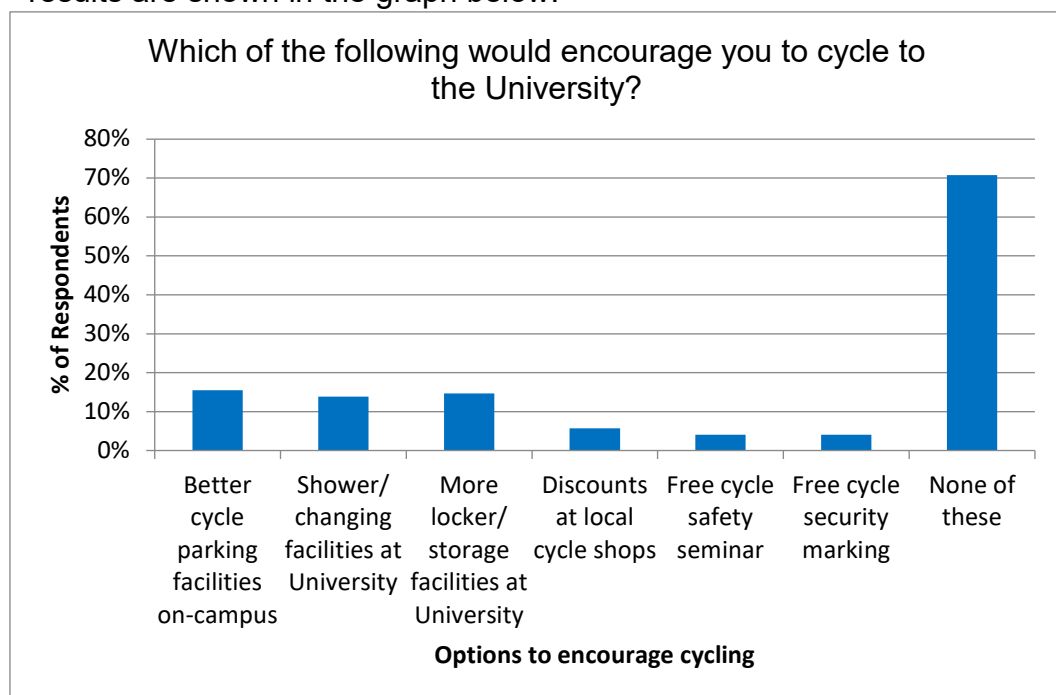
There could be a need to improve the bike parking, changing and locker facilities although it should be noted that a large number of respondents would not be persuaded to cycle to work.

Freeform suggestions were wide ranging and included better cycling lanes and safety on roads, provision of better and more secure cycle parking, increased cycle scheme allowance, financial incentives and many who wouldn't cycle because it is too far. Some respondents requested adult cycling lessons/bike safety courses.

4.2.13 Encouraging car sharing

The survey asked staff what would encourage them to car share to work giving the options of help in finding a car share partner with similar travel patterns, priority car park spaces available for car sharers or any other suggestions. 39% of respondents answered help in finding a car share partner, whilst 58% of respondents felt that none of the options suggested would encourage them to car share.

The majority of freeform comments suggested that finding a car share partner who had similar working patterns would be very difficult to find as each week can look different.

4.2.14 Awareness of Initiatives

The University has a number of initiatives in place to support staff with their travel to and from St Mary's. These include a cycle scheme enabling tax-free purchase of bikes, loans for public transport season ticket purchase and a cycle milage allowance for business travel. An increased cycling mileage allowance was the most popular initiative.

The results show that the majority of respondents do not use/would not use the initiatives.

Indicate which initiatives you are aware of

Legend:
- I use this/ have used this
- Do not use, but am aware of this
- I was not aware of this and would use it
- I was not aware and would not use it

Y-axis: % of Respondents (0% to 70%)

X-axis: Initatives available at the University
- Cycle scheme enabling tax-free purchase of bikes
- Loans for public transport season ticket purchase
- Cycle mileage allowance for business travel

4.2.15   Thoughts and comments about travel to and from the University

At the end of the survey, respondents were asked to give any thoughts or comments they may have about travel to and from the University. Actionable responses are listed below:

- On-campus accommodation to book on a nightly basis for those who live far away.

- Area to dry cycling clothing.

- Better path on campus when walking to the gate by the sports block.

- More staff parking on campus/look into the allocation process of the car passes. Due to staff working certain days at home, respondents suggested a car parking pass for certain days.

- Increase the cycle allowance scheme.

- Better changing facilities.

- Better lighting on campus during the Winter months.

5.   Student Travel Survey

5.1   Student survey

We had 85 responses to the student travel survey which is considered a sufficient amount to draw reasonable conclusions from. A copy of the survey is attached at Appendix B.

5.1.1   Where do you live during term time?

This question asked students to state their location during the term time. The majority are staying at home with parents/family:
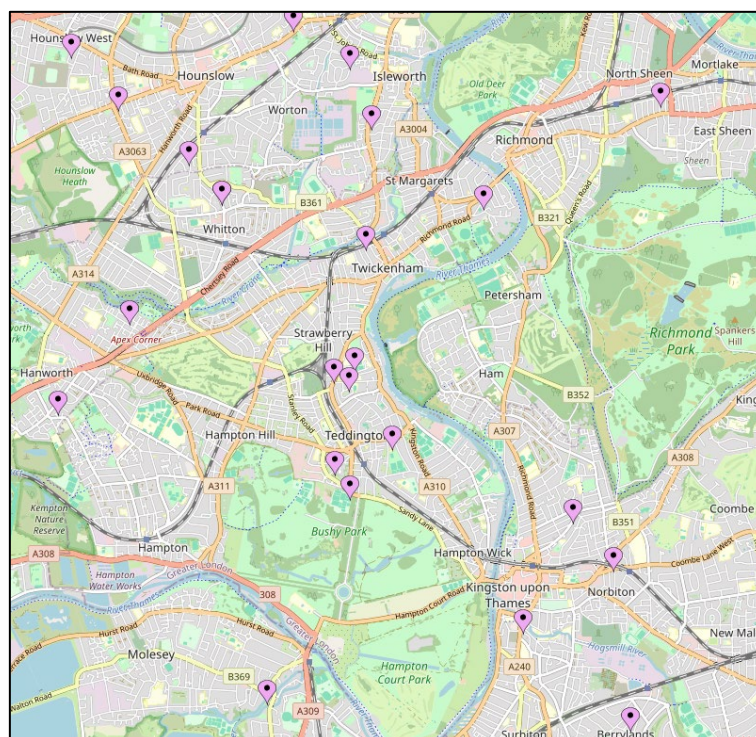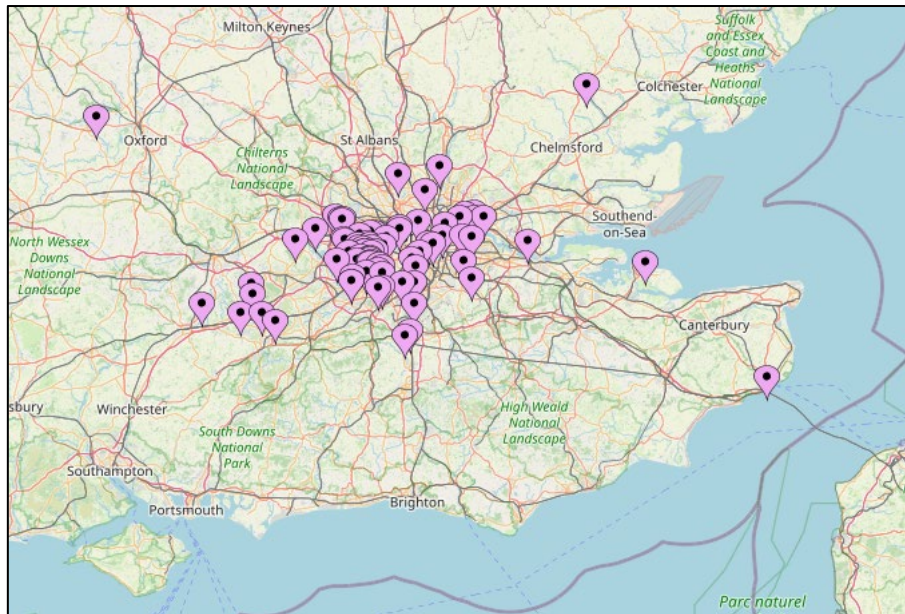
Answer Choices	% of Respondents
In University Hals of Residence	13.25
In a shared house/flat/hall/bedsit	24.10
At home with parents/family	62.65

5.1.2   Where are you travelling from?

Simple postcode maps show the locations that students are travelling from. This is the wider picture:
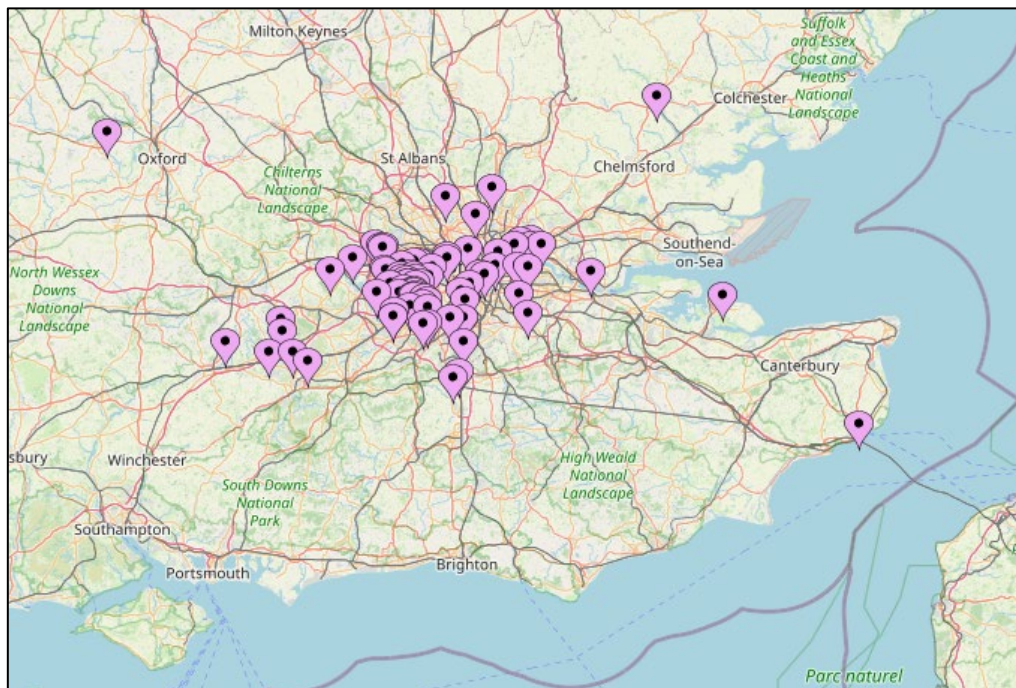
More local pictures are shown below:

These show that students are travelling from across London and further afield.

5.1.3   What time do you usually arrive and leave the University?

Analysis shown below.

Arrival at University:

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
I live on campus	15	14	16	14	17	11	11
Before 9am	30	28	20	31	27	6	3
Between 9am and 11am	14	11	13	15	16	3	3
Between 11am and 2pm	11	8	8	11	11	2	2
After 2pm	2	4	5	5	6	3	3
I don't usually attend University on this day	25	27	36	18	29	49	50

Leaving University:

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
I live on campus	9	9	10	8	11	7	7
Before 9am	3	4	3	3	4	1	1
Between 9am and 11am	2	2	2	1	2	1	1
Between 11am and 2pm	9	9	9	9	5	2	1
After 2pm	37	30	22	41	34	6	3
I don't usually attend University on this day	22	21	32	17	25	41	42

This shows that the majority of respondents broadly fit within a standard business day (9-5) Monday - Friday.

5.1.4   Travelling by car

28% of respondents said they travel to the University by car, with 22% travelling as a car driver.

5.1.5   Where do you usually park?

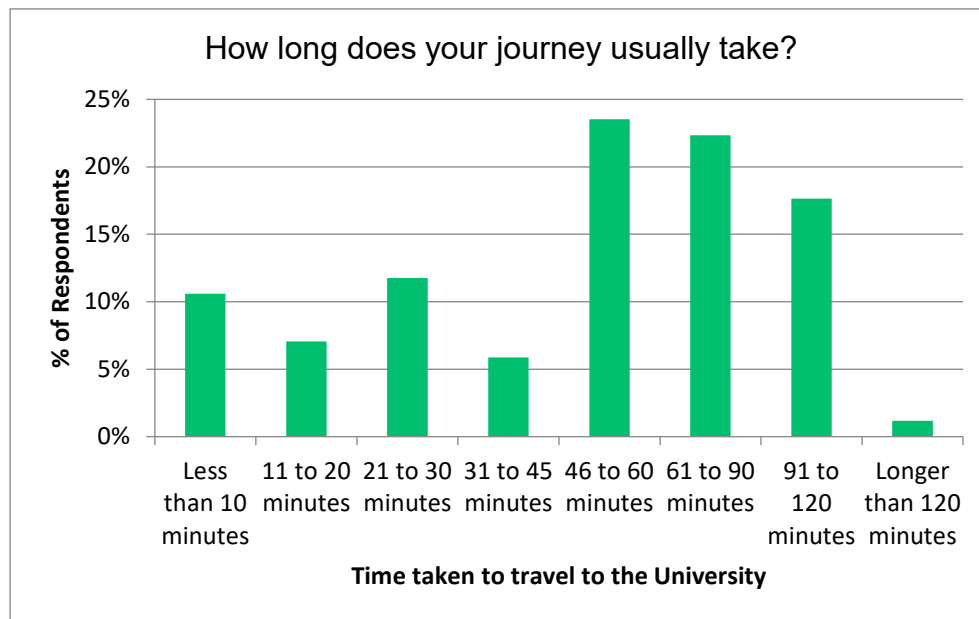Students responded as follows:

Where do you usually park?
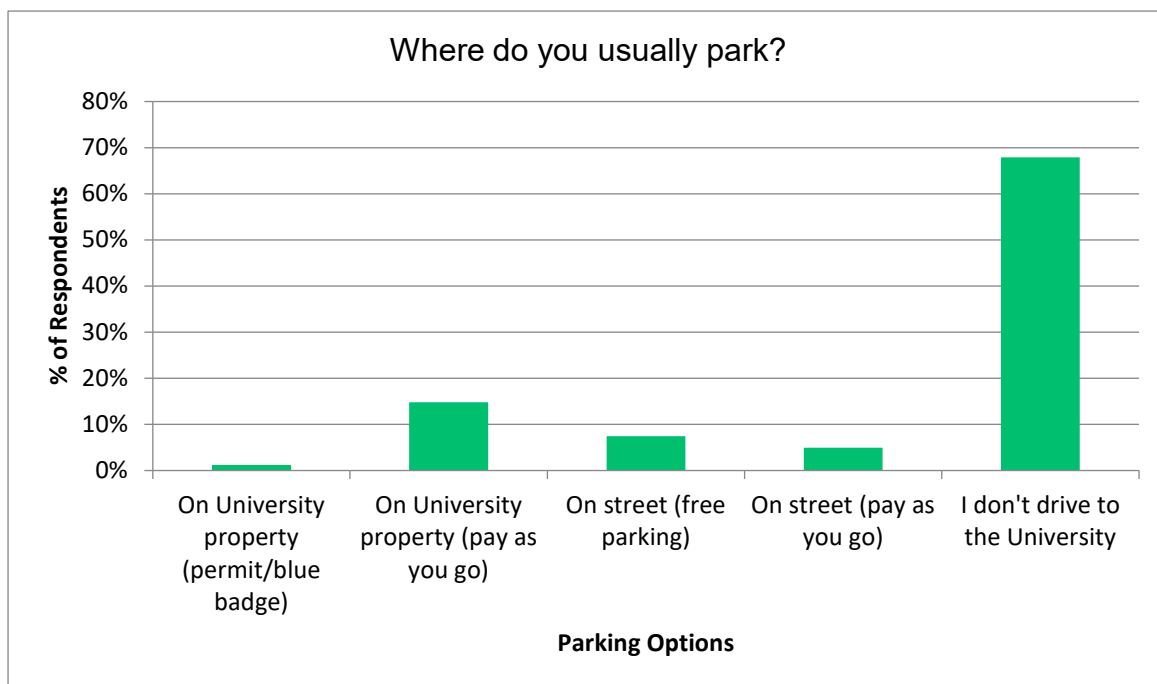
5.1.6 Main mode of travel

The main mode of travel for student journeys is shown below. It can be seen that the three most popular main modes of travel are national rail, bus and car alone.
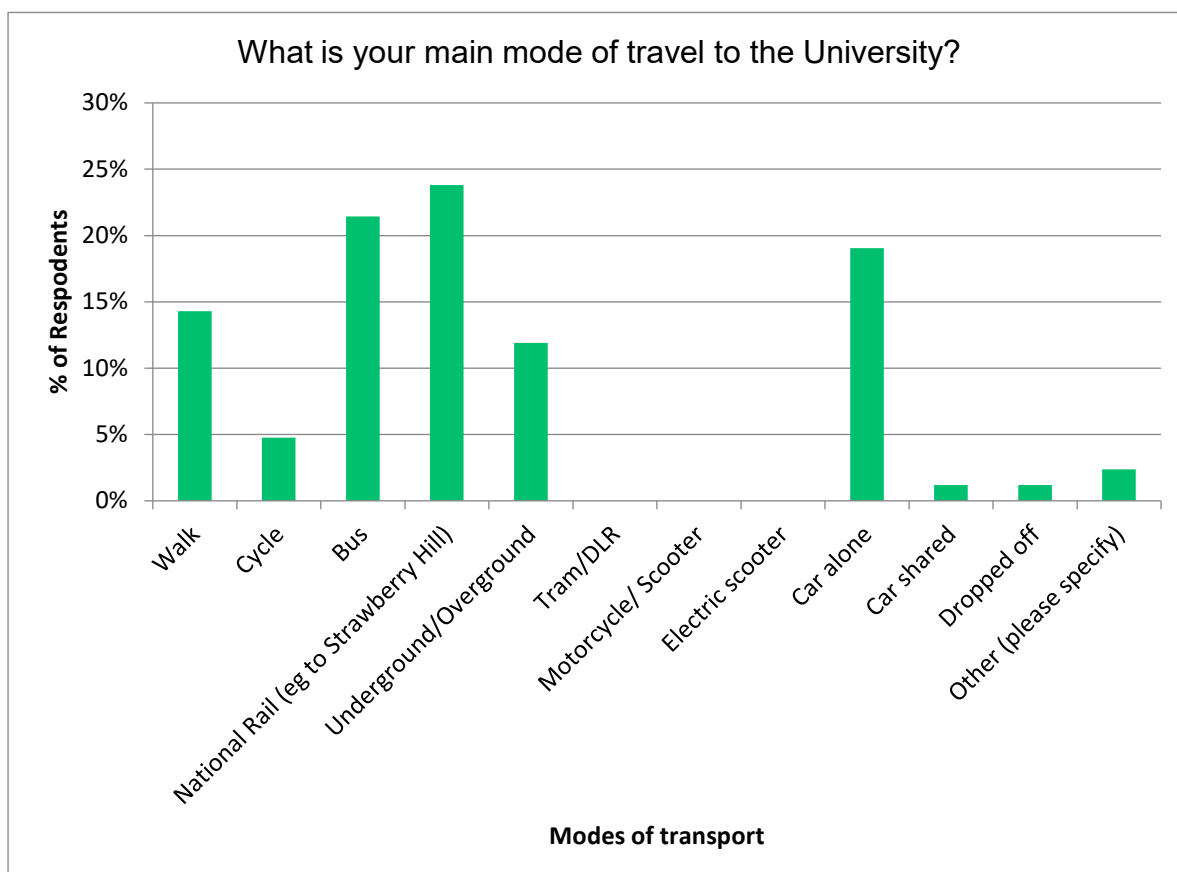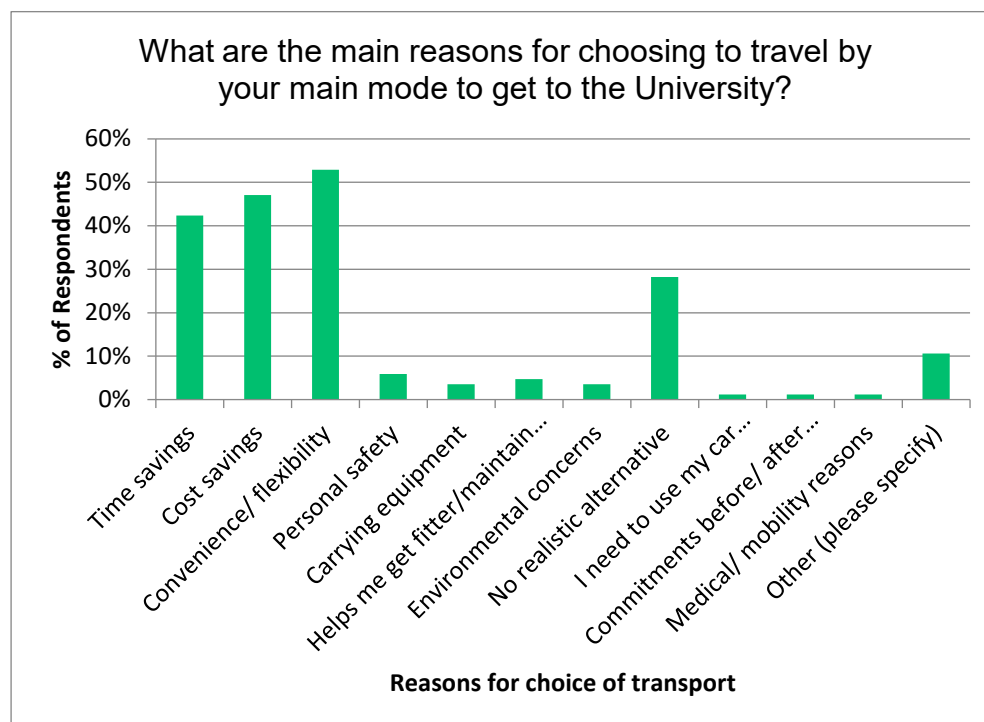
What is your main mode of travel to the University?

5.1.7 Length in time of journey

Survey respondents were asked how long their journey to the University usually takes.

How long does your journey usually take?

A bar chart titled "How long does your journey usually take?" with the y-axis labelled "% of Respondents" ranging from 0% to 25%, and the x-axis labelled "Time taken to travel to the University". Approximate values:
- Less than 10 minutes: ~10.5%
- 11 to 20 minutes: ~7%
- 21 to 30 minutes: ~11.5%
- 31 to 45 minutes: ~6%
- 46 to 60 minutes: ~23.5%
- 61 to 90 minutes: ~22.5%
- 91 to 120 minutes: ~17.5%
- Longer than 120 minutes: ~1%

5.1.8 Reasons for travel choice

Respondents were asked the reasons why they chose to travel in the way they do, and the responses show a wide variety of reasons with the principal reasons being convenience, cost savings and time savings.

What are the main reasons for choosing to travel by your main mode to get to the University?

A bar chart titled "What are the main reasons for choosing to travel by your main mode to get to the University?" with the y-axis labelled "% of Respondents" ranging from 0% to 60%, and the x-axis labelled "Reasons for choice of transport". Approximate values:
- Time savings: ~42%
- Cost savings: ~47%
- Convenience/ flexibility: ~52%
- Personal safety: ~6%
- Carrying equipment: ~3.5%
- Helps me get fitter/maintain...: ~4.5%
- Environmental concerns: ~3.5%
- No realistic alternative: ~28%
- I need to use my car...: ~1%
- Commitments before/ after...: ~1%
- Medical/ mobility reasons: ~1%
- Other (please specify): ~10.5%

5.1.9 Encouraging walking

The survey asked students what would encourage them to walk to work giving options of safer crossing facilities on route, personal safety courses, more locker/storage facilities, improved shower/changing facilities or any other suggestions. 69% of respondents felt that none of the options suggested would encourage them to walk to work. However, 17% mentioned safer crossing facilities on route and 12% more locker/storage facilities on campus.

5.1.10 Encouraging use of public transport

The survey asked students what would encourage them to use public transport to travel to work giving options of improved security on public transport, more frequent and reliable public transport, less crowded services or any other suggestions. 52% said more frequent and reliable public transport, whilst 29% said a less crowded service. 25% of respondents said none of the options would encourage them to use public transport.

The freeform comments suggested that cheaper public transport is the main incentive to encourage more use. Also, more direct routes to the University from North London.

5.1.11 Encouraging cycling

The survey asked students what would encourage them to cycle to work. The results are shown in the graph below.

Which of the following would encourage you to cycle to the University?

% of Respondents (y-axis: 0% to 80%)

Options (x-axis):
- Better cycle parking facilities...
- Shower/ changing facilities at...
- More locker/ storage facilities...
- Discounts at local cycle shops
- Free cycle safety seminar
- Free cycle security marking
- None of these
- Do you have any suggestions?

Options to encourage cycling
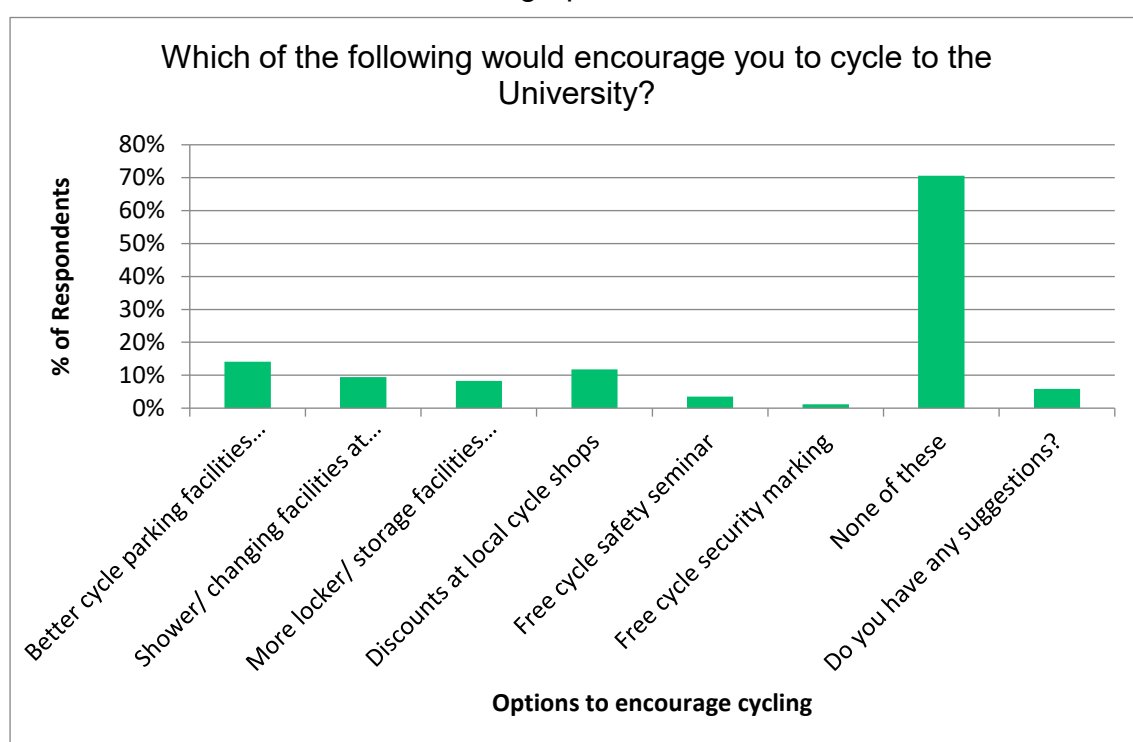
71% of respondents said they none of the options would encourage them to cycle to the University.

Freeform suggestions included better cycling lanes and discounts on bicycles,

A respondent suggested working with companies who could sell discounted second-hand bicycles at the university, possibly as a fresher's fair event.

5.1.12   Encouraging car sharing

The survey asked students what would encourage them to car share to the University giving the options of help in finding a car share partner with similar travel patterns, priority car park spaces available for car sharers or any other suggestions. 32% of respondents answered help in finding a car share partner, 25% of respondent's answers priority parking spaces available for car sharers, whilst 55% of respondents felt that none of the options suggested would encourage them to car share.

One comment expressed a safety concern with car sharing.

5.1.13   Thoughts and comments about travel to and from the University

At the end of the survey, respondents were asked to give any thoughts or comments they may have about travel to and from the University. Actionable responses are listed below:

- More secure bicycle parking outside of the 60 Waldegrave building, instead of the bike rails.

- More parking spaces available to students, with a respondent suggesting rented parking spaces for the semester.

One respondent shared that the commuter lounge is great and hope it stays open as a place for students.

6.   Targets and monitoring

6.1   Vision and objectives

The over-riding vision and supporting objectives of the Travel Plan are set out in section 1.

6.2   Travel plan base figures

The table below shows a comparison between the 2025 survey, 2023 survey and 2017 survey. Train and bus use has increased, whilst car use alone has decreased.

6.3 Review of targets

The 2017 plan set the following targets (with 2025 actual shown in the last column).

Mode	2017 (actual)	2018 (target)	2020 (target)	2022 (target)	2023 (actual)	2025 (target)	2025 (actual)
Car driver alone	33.8%	32.0%	31.0%	30.0%	38.1%	35.5%	35.7%
Car share	6.1%	7.0%	7.5%	7.5%	2.1%	3.5%	1.6%
Car (dropped off)	1.2%	1.0%	0.0%	0.0%	0.7%	0.5%	2.3%
Motorcycle	0.2%	0.0%	0.0%	0.0%	0.7%	1.0%	0.0%
Train	19.9%	20.5%	21.0%	21.5%	10.8%	11.0%	16.3%
Bus	6.7%	8.0%	8.0%	8.0%	8.6%	9.0%	13.2%
Underground	0.8%	1.0%	1.0%	1.0%	1.4%	1.5%	5.4%
Cycle	11.6%	12.5%	13.0%	13.5%	18%	20.5%	8.5%
Walk	19.7%	18.0%	18.0%	18.0%	15.8%	16.5%	16.3%

We have no insight into how the targets for 2018, 2020, 2022 were arrived at and we do not have any data for 2018, 2020, 2022 and 2024. Most of the targets were fairly modest changes anyway. Car use as a driver alone has decreased since 2023 by 2.4%. Bus use has increased by 4.6% and train use has increased by 5.5%. Cycling has decreased since 2023 to below the target, this is an area to consider for future targets and plans. The target for walking was almost achieved, with similar results to 2023.

The only mode of transport where the 2025 actual results is significantly lower than the 2025 target results is cycling.

The cycling 2025 target of 20.5% takes into account a target of 18.5% for cycling with own bicycle and a target of 2% of cycle hire.

6.4 New targets

Targets need to be realistic and consider the factors that influence choice. Its not conceivable that the train service will improve in reliability and frequency. It's also highly unlikely bus routes will change or become more frequent.

We consider there are three target areas where we can have an influence on outcome:

Cycle

Cycling statistics show the actual numbers are significantly below the target for 2025, by 12%. This is an area where implementing changes and suggestions could help to achieve the targets.

We believe our cycling facilities are good, including cycle racks covered by CCTV and provision of showers and lockers.

The feedback from the survey suggests the main factor preventing cycling is distance to work. However, respondents have expressed that the following would be beneficial in encouraging more people to cycle to the University:

- Freshers fair event where second-hand bicycles are available to buy at a discounted price
- Discounts/increased bicycle allowance
- More secure bicycle parking at 60 Waldegrave/Naylor
- Adult cycle lessons/safety courses
- Better bicycle clothing drying facilities

Car share

We will review parking allocations across our estate and where possible allocate specific reserved spaces for car sharers.

Cycle and scooter (hire)

In the previous travel plan, it was stated that the University was working with Richmond Council and TFL to introduce hire cycle and scooter docking stations on our estate. This would help to encourage more cycling to and from the University and provide quicker options from Twickenham and Richmond station. This could help to increase public transport use and reduce car drivers.

In the 2023 travel plan the following targets were proposed.

Mode	2023 (base year)	2025	2027
Car driver alone	38.1%	35.5%	32.0%
Car share	2.1%	3.5%	4.0%
Car (dropped off)	0.7%	0.5%	0.5%
Motorcycle	0.7%	1.0%	1.0%
Train	10.8%	11.0%	11.5%
Bus	8.6%	9.0%	9.5%
Underground	1.4%	1.5%	1.5%
Walk	15.8%	16.5%	17.0%
Cycle (own bicycle)	18.0%	18.5%	19.0%
Cycle hire	n/a	2.0%	2.0%
Scooter hire	n/a	1.0%	2.0%

7.   Travel plan management and measures

6.5   Senior management support

This Travel Plan has the support of senior management, with the Chief operating Officer responsible for its successful implementation and for ensuring that adequate resources are assigned to the Plan. Progress with Travel Plan implementation and target achievement, will be monitored by the Sustainability Group.

6.6   Travel Plan Co-ordinator

The Sustainability Group will have responsibility for the implementation of the Plan. They will oversee introduction of the measures and initiatives in the Action Plan.

6.7   Car park management

With the increased pressure on parking, the University will regularly review its car parking policy to ensure that parking permits are appropriately prioritised. Both the supply and demand for parking will be reviewed as the University's development proposals evolve.

6.8   Action Plan

An Action Plan for the implementation of measures to encourage and support sustainable travel is provided in the table below. We regularly review our action plan.

ACTION PLAN

Measure	Description	Timescale	Responsibility
Management of the Travel Plan	Ensure Travel Plan progress, issues and updates are a regular agenda item on the Sustainability Group agenda.	Ongoing	Sustainability group
	Monitor travel modes through, undertaking staff and student travel surveys annually over the next five years and reviewing and updating the Travel and Transport Plan.	Spring 2026	Estates
Awareness raising and marketing	Promote the Travel and transport plan on the University's web pages.	Summer 2025	Estates
	Promote the following via bulletins, student communications, inductions with new staff members and web pages: • travel survey results; • progress and update of travel plan; • sustainable transport awareness raising events; and • measures in place to support sustainable travel amongst staff and students.	Ongoing	Marketing and Communications
	Promote awareness of transport options at induction.	Autumn 2025	Student services
Encouraging public transport use (train, bus)	Promote interest-free loans for public transport annual season ticket purchase.	Ongoing	HR
	Work with TFL and local authority to expand bus routes.	Spring 2026	Estates
Encouraging cycling	Promote the cycle to work scheme to staff.	Ongoing	HR

ACTION PLAN			
Measure	**Description**	**Timescale**	**Responsibility**
	Review the location of cycle parking and improve facilities.	Ongoing	Estates
	Negotiate discounts with local bike provider for cycle purchase.	Summer 2025	HR
	Hold a fresher's fair event where second-hand bicycles are available to buy at a discounted price.	Autumn 2027	TBC
	More secure bicycle parking at 60 Waldegrave/Naylor.	Spring 2026	Estates
	Publicise shower and locker facilities and improve facilities as appropriate.	Ongoing	Marketing & Estates
Electric scooters	Work with Richmond Council and TFL to set up an interchange site for Lime scooters and Vol scooters to encourage their use across boroughs. The scooters are available in Richmond upon Thames only, not neighbouring boroughs.	Spring 2026	Estates
Encouraging walking	Raise awareness of the locker/storage facilities available on campus.	Autumn 2025	Marketing & Estates
	Investigate with the local authority the need for a safer crossing near to the post room entrance.	Autumn 2025	Estates
Car park management/ car sharing	Raise awareness of HR policy to staff pertaining to flexi and home working.	Ongoing	HR
	Review the University's car parking policy for car sharers with priority parking.	Autumn 2025	Estates

ACTION PLAN

Measure	Description	Timescale	Responsibility
	Review a safe and reliable way to connect individuals who would like to car share with those with similar work patterns.	Winter 2025	Estates
Servicing and deliveries	Procurement to encourage individual organisations to rationalise deliveries to the campus where possible to reduce the number of vehicles coming onto site.	Ongoing	Procurement
	Update webpage on public transport and cycling information	Autumn 2025	Estates
Visitors	Ensure travel information is communicated during experience days and student induction.	Autumn 2025	Recruitment and student services
On campus facilities	Review the possibility of on-campus accommodation to book on a nightly basis for those who live far away.	Autumn 2025	Conferencing & Estates
	Promote the onsite laundrette.	Autumn 2025	Marketing & Estates
	Review the lighting on campus during the Winter months.	Winter 2025	Estates
	Review the need for a better path when walking to the white gate.	Autumn 2025	Estates
Business and travel	Provide details of CO2 emissions from business travel.	Summer 2026	Finance
	Provide details of CO2 emissions from field trips at a faculty level.	Summer 2026	Provost

ACTION PLAN			
Measure	**Description**	**Timescale**	**Responsibility**
	Overseas flights should only be undertaken when necessary and use of Microsoft Teams is not a viable option.	Ongoing	TBC
Field trips	Promote sustainable transport options for travel during field trips.	Winter 2025	Provost

Appendix A – Staff travel survey questionnaire

Complete the 2025 Staff Travel Survey to help SMU understand travel behaviours. The survey will help us with the objectives in our Sustainability Strategy and Carbon Management Plan. The reasons for doing this are to understand:

- How, when and why staff travel to campus;

- The reasons for mode of transport choice;

- Car parking demand;

- Influence of enhancements to sustainable travel options.

We therefore ask that you spare a few minutes to complete these important questions by 19th March. You can opt to be entered into a DRAW TO WIN ONE OF 2 x £20 AMAZON VOUCHERS.

If you have any questions about this survey, please contact: sustainability@stmarys.ac.uk

All information will be treated in strictest confidence and will be stored in accordance with the Data Protection Act 1998. Information will not be shared with any parties

If you would like a paper copy, please let you line manager know. Line managers are requested to encourage their teams to complete the survey.

1. Do you work:
   o Full time – As an Academic member of staff
   o Part time – As an Academic member of staff
   o Full time – As a Support member of staff
   o Part time – As a Support member of staff
   o If you work part time, please state how many hours a week

2. At which location are you mainly based (over 50% of your time).
   o Main campus
   o 60 Waldegrave Road
   o Naylor Building
   o Teddington Lock
   o The Exchange
   o Remote working

3. What is your full home post code?

4. During a typical term-time week, what time do you usually **ARRIVE** at St Mary's (Select one choice for each column).

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
I live on campus	☐	☐	☐	☐	☐	☐	☐
Before 9am	☐	☐	☐	☐	☐	☐	☐
Between 9am and 11am	☐	☐	☐	☐	☐	☐	☐
Between 11am and 2pm	☐	☐	☐	☐	☐	☐	☐
After 2pm	☐	☐	☐	☐	☐	☐	☐
I work remotely this day	☐	☐	☐	☐	☐	☐	☐
I don't usually work this day	☐	☐	☐	☐	☐	☐	☐

5. During a typical term-time week, what time do you usually **LEAVE** St Mary's.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
I live on campus	☐	☐	☐	☐	☐	☐	☐
Before 9am	☐	☐	☐	☐	☐	☐	☐
Between 9am and 11am	☐	☐	☐	☐	☐	☐	☐
Between 11am and 2pm	☐	☐	☐	☐	☐	☐	☐
After 2pm	☐	☐	☐	☐	☐	☐	☐
I work remotely this day	☐	☐	☐	☐	☐	☐	☐
I don't usually work this day	☐	☐	☐	☐	☐	☐	☐

6. Do you ever travel by car to the University (either for your entire journey or for part of your journey? [If you only occasionally drive to the University, please indicate "No"].
   o Yes, as a car driver
   o Yes, as a car passenger
   o No
   o Other, please specify

7. Where do you usually park?
   o On University property (staff permit)
   o On University property (pay as you go)
   o On street (free parking)
   o On street (pay as you go)

o   I don't drive to work
o   Other, please specify

8. Do you hold a St Mary's University car parking permit?
o   Yes
o   No

9. How do you usually travel to the University? Please select **ALL** the modes of transport you use on your journey. For example, if you cycle to the station and catch a train, then walk, select 'Cycle' (for Leg 1), 'National Rail' (for Leg 2), 'Walk' (for Leg 3). Only select the number of legs that are applicable to you.

	Leg 1	Leg 2	Leg 3	Leg 4	Leg 5
Walk	☐	☐	☐	☐	☐
Cycle	☐	☐	☐	☐	☐
Bus	☐	☐	☐	☐	☐
National Rail (eg to Strawberry Hill)	☐	☐	☐	☐	☐
Underground/Overground	☐	☐	☐	☐	☐
Tram/DLR	☐	☐	☐	☐	☐
Motorcycle/ Scooter	☐	☐	☐	☐	☐
Electric scooter	☐	☐	☐	☐	☐
Car alone	☐	☐	☐	☐	☐
Car shared	☐	☐	☐	☐	☐
Dropped off	☐	☐	☐	☐	☐

10. What is your **MAIN MODE** of travel to the University? 'Main Mode' means the method of transit which you travel furthest on during your journey.
o   Walk
o   Cycle
o   Bus
o   National Rail (e.g. to Strawberry Hill)
o   Underground/Overground
o   Tram/DLR
o   Motorcycle/Scooter
o   Electric scooter
o   Car alone
o   Car shared
o   Dropped off
o   Other (please specify)

11. How long does your journey usually take?
- o Less than 10 minutes
- o 11 to 20 minutes
- o 21 to 30 minutes
- o 31 to 45 minutes
- o 46 to 60 minutes
- o 61 to 90 minutes
- o 91 to 120 minutes
- o Longer than 120 minutes

12. What are the main reasons for choosing to travel by your main mode to get to university? Select up to 3 options.
- o Time savings
- o Cost savings
- o Convenience/flexibility
- o Personal safety
- o Carrying equipment
- o Helps me get fitter/maintain fitness
- o Environmental concerns
- o No realistic alternative
- o I need to use my car before/after work for caring reasons
- o Commitments before/after work
- o Medical/mobility reasons
- o Other (please specify)

13. Which of the following would encourage you to use **PUBLIC TRANSPORT** for your journey to the university? If you already use public transport, what would encourage you to do this more often? Select up to 2 options.
- o Improved security on public transport
- o More frequent, reliable public transport
- o Less crowded services
- o None of these
- o Do you have any suggestions?

14. Which of the following would encourage you to **CYCLE** for your journey to the university? If you already use public transport, what would encourage you to do this more often? Select up to 2 options.
- o Better cycle parking facilities on-campus
- o Shower/changing facilities at university
- o More locker/storage facilities at university
- o Discounts at local cycle shops
- o Free cycle safety seminar

o Free cycle security marking
o None of these
o Do you have any suggestions?

15. Which of the following would encourage you to **WALK** for your journey to the university? If you already use public transport, what would encourage you to do this more often? Select up to 2 options.
o Safer crossing facilities on route
o Personal safety course
o More locker/storage facilities at university
o Improved shower/changing facilities at university
o None of these
o Do you have any suggestions?

16. Which of the following would encourage you to **CAR SHARE** for your journey to the university? If you already use public transport, what would encourage you to do this more often? Select up to 2 options.
o Help in finding a car share partner with similar work/study/travel patterns
o Priority car park spaces available for car sharers
o None of these
o Do you have any suggestions?

17. The university has a number of initiatives in place to support staff with their travel to and from St Mary's. Please indicate which of the initiatives below you use/are aware of. Select one choice for each now.

	I use this/ have used this	Do not use, but am aware of this	I was not aware of this and would use it	I was not aware and would not use it
Cycle scheme enabling tax-free purchase of bikes	○	○	○	○
Loans for public transport season ticket purchase	○	○	○	○
Cycle mileage allowance for business travel	○	○	○	○

18. Do you have any health or mobility issues which limit your choice of travel?
o Yes
o No
o Prefer not to say

19. Your views are important to us. Please add any other thoughts or comments about your travel to/from the University:

20. I would like to be entered into the prize draw.
   o   Yes
   o   No

21. Your contact details (only required if you would like to enter the prize draw)
    Telephone & Email

Appendix B – Student travel survey questionnaire

Complete the 2025 Student Travel Survey to help SMU understand travel behaviours. The survey will help us with the objectives in our Sustainability Strategy and Carbon Management Plan. The reasons for doing this are to understand:

- How, when and why students travel to campus;

- The reasons for mode of transport choice;

- Car parking demand;

- Influence of enhancements to sustainable travel options.

We therefore ask that you spare a few minutes to complete these important questions by 19th March. You can opt to be entered into a DRAW TO WIN ONE OF 3 x £20 AMAZON VOUCHERS.

If you have any questions about this survey, please contact: sustainability@stmarys.ac.uk

All information will be treated in strictest confidence and will be stored in accordance with the Data Protection Act 1998. Information will not be shared with any parties outside of St Mary's University.

There will be paper copies available in the commuter lounge and the SU. **Please return all paper surveys to the SU.**

1. Where do you live during term time?
   o In University Halls of Residence
   o In a shared house/flat/hall/bedsit
   o At home with parents/family

2. What is your full home post code?

3. During a typical term-time week, what time do you usually **ARRIVE** at St Mary's (Select one choice for each column).

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
I live on campus	☐	☐	☐	☐	☐	☐	☐
Before 9am	☐	☐	☐	☐	☐	☐	☐
Between 9am and 11am	☐	☐	☐	☐	☐	☐	☐
Between 11am and 2pm	☐	☐	☐	☐	☐	☐	☐
After 2pm	☐	☐	☐	☐	☐	☐	☐
I work remotely this day	☐	☐	☐	☐	☐	☐	☐
I don't usually work this day	☐	☐	☐	☐	☐	☐	☐

4. During a typical term-time week, what time do you usually **LEAVE** St Mary's.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
I live on campus	☐	☐	☐	☐	☐	☐	☐
Before 9am	☐	☐	☐	☐	☐	☐	☐
Between 9am and 11am	☐	☐	☐	☐	☐	☐	☐
Between 11am and 2pm	☐	☐	☐	☐	☐	☐	☐
After 2pm	☐	☐	☐	☐	☐	☐	☐
I work remotely this day	☐	☐	☐	☐	☐	☐	☐
I don't usually work this day	☐	☐	☐	☐	☐	☐	☐

5. Do you ever travel by car to the University (either for your entire journey or for part of your journey? [If you only occasionally drive to the University, please indicate "No"].
o Yes, as a car driver
o Yes, as a car passenger
o No
o Other, please specify

6. Where do you usually park?
o On University property (staff permit)
o On University property (pay as you go)
o On street (free parking)
o On street (pay as you go)
o I don't drive to work
o Other, please specify

7. How do you usually travel to the University? Please select **ALL** the modes of transport you use on your journey. For example, if you cycle to the station and catch a train, then walk, select 'Cycle' (for Leg 1), 'National Rail' (for Leg 2), 'Walk' (for Leg 3). Only select the number of legs that are applicable to you.

	Leg 1	Leg 2	Leg 3	Leg 4	Leg 5
Walk	☐	☐	☐	☐	☐
Cycle	☐	☐	☐	☐	☐
Bus	☐	☐	☐	☐	☐
National Rail (eg to Strawberry Hill)	☐	☐	☐	☐	☐
Underground/Overground	☐	☐	☐	☐	☐
Tram/DLR	☐	☐	☐	☐	☐
Motorcycle/ Scooter	☐	☐	☐	☐	☐
Electric scooter	☐	☐	☐	☐	☐
Car alone	☐	☐	☐	☐	☐
Car shared	☐	☐	☐	☐	☐
Dropped off	☐	☐	☐	☐	☐

8. What is your **MAIN MODE** of travel to the University? 'Main Mode' means the method of transit which you travel furthest on during your journey.
o Walk
o Cycle
o Bus
o National Rail (e.g. to Strawberry Hill)
o Underground/Overground
o Tram/DLR
o Motorcycle/Scooter
o Electric scooter
o Car alone
o Car shared
o Dropped off
o Other (please specify)

9. How long does your journey usually take?
o Less than 10 minutes
o 11 to 20 minutes
o 21 to 30 minutes
o 31 to 45 minutes
o 46 to 60 minutes
o 61 to 90 minutes
o 91 to 120 minutes
o Longer than 120 minutes

10. What are the main reasons for choosing to travel by your main mode to get to university? Select up to 3 options.
   o Time savings
   o Cost savings
   o Convenience/flexibility
   o Personal safety
   o Carrying equipment
   o Helps me get fitter/maintain fitness
   o Environmental concerns
   o No realistic alternative
   o I need to use my car before/after work for caring reasons
   o Commitments before/after work
   o Medical/mobility reasons
   o Other (please specify)

11. Which of the following would encourage you to use **PUBLIC TRANSPORT** for your journey to the university? If you already use public transport, what would encourage you to do this more often? Select up to 2 options.
   o Improved security on public transport
   o More frequent, reliable public transport
   o Less crowded services
   o None of these
   o Do you have any suggestions?

12. Which of the following would encourage you to use **CYCLE** for your journey to the university? If you already use public transport, what would encourage you to do this more often? Select up to 2 options.
   o Better cycle parking facilities on-campus
   o Shower/changing facilities at university
   o More locker/storage facilities at university
   o Discounts at local cycle shops
   o Free cycle safety seminar
   o Free cycle security marking
   o None of these
   o Do you have any suggestions?

13. Which of the following would encourage you to **WALK** for your journey to the university? If you already use public transport, what would encourage you to do this more often? Select up to 2 options.
   o Safer crossing facilities on route
   o Personal safety course

- More locker/storage facilities at university
- Improved shower/changing facilities at university
- None of these
- Do you have any suggestions?

14. Which of the following would encourage you to **CAR SHARE** for your journey to the university? If you already use public transport, what would encourage you to do this more often? Select up to 2 options.
- Help in finding a car share partner with similar work/study/travel patterns
- Priority car park spaces available for car sharers
- None of these
- Do you have any suggestions?

15. The university has a number of initiatives in place to support staff with their travel to and from St Mary's. Please indicate which of the initiatives below you use/are aware of. Select one choice for each now.

	I use this/ have used this	Do not use, but am aware of this	I was not aware of this and would use it	I was not aware and would not use it
Cycle scheme enabling tax-free purchase of bikes	○	○	○	○
Loans for public transport season ticket purchase	○	○	○	○
Cycle mileage allowance for business travel	○	○	○	○

16. Do you have any health or mobility issues which limit your choice of travel?
- Yes
- No
- Prefer not to say

17. Your views are important to us. Please add any other thoughts or comments about your travel to/from the University:

18. I would like to be entered into the prize draw.
- Yes
- No

19. Your contact details (only required if you would like to enter the prize draw) Telephone & Email