

Sustainable Travel Plan

The travel behaviours of the University's staff and students, whether it be for work or when travelling to and from the University, have large environmental impacts. Ensuring that travel is kept to a minimum and undertaken in as sustainable a manner as possible, is essential to minimising our environmental impacts and improving sustainability as specified in the [Environmental Sustainability Policy](#) and the [Corporate Strategy](#). Undertaking regular travel surveys and holding an active Sustainable Travel Plan is also a key requirement of planning agreements for both past and planned developments.

Business Travel can be understood as any travel undertaken by a staff or student member at work or for work. This includes:

- Travel of staff and students between campuses
- Grey fleet
- Business fleet
- International travel e.g. for fieldwork, meetings and conferences
- Travel in relation to fieldwork

Such travel can have an exceptionally high carbon cost – especially journeys undertaken by plane.

Any travel undertaken by car results in harmful emissions and local air pollution, but also contributes to congestion issues within the local area. Innovative strategies to support sustainable travel could also result in improved health and wellbeing of staff and students, greater social mobility, attracting a wider pool of staff and students and enabling space to be converted from car parks into space for an alternative use or sale.

The implementation of the plan shall be monitored and reviewed annually by the University Sustainability Management Group. Emissions from Business Travel are also included within Scope 3 of the [Carbon Management Plan](#).

Aim:

To provide, facilitate and encourage sustainable travel options for staff and students in relation to travel for work, travel at work and travel to and from work/ the University.

Objectives:

- To reduce emissions arising from Business Travel and staff and student Commuter Travel.

Targets:

- Reduce emissions from Business Travel by 4% annually.
- To reduce the average emissions associated with staff and student commuter travel by 3% by 2018.
- To reduce the percentage of staff and students whose modal travel option is single-occupancy car travel.



	Modal share – Single Occupancy Car Travel	
	2016 Survey Result	2018 Target
Staff (City Campus)	30%	24%
Staff (Coach Lane Campus)	76%	70%
Students (City Campus)	30%	15%
Students (Coach Lane Campus)	59%	50%

	Annual CO2e from commuter travel	
	2016 Survey Result	2018 Target
Staff	132 kg (CO2e)	128 kg (CO2e)
Student	86 kg (CO2e)	83 kg (CO2e)

- To avoid an increase in the emissions arising from student travel to the University at the start and end of term.

Actions: (For July 2017 onwards)

What	When	Who	Status
BUSINESS TRAVEL			
Add emissions from car travel to quarterly business mileage reports.	August 2017	Sustainability Manager	In progress
Review current provision of AV and tele-conferencing equipment and publicise.	December 2017	IT Services & Head of Campus Planning & Development	Not actioned
Increase provision of AV and tele-conferencing equipment.	June 2018	IT Services	In progress
Review the current Business Fleet to assess if a reduced fleet would be possible.	September 2018	Mail & Transport Manager & Sustainability Adviser	Not actioned
Consider feasibility and potential benefits of a University car pool scheme.	September 2018	Sustainability Adviser	Not actioned
Convert the Business Fleet to reduce emissions.	June 2020	Mail & Transport Manager, CBRE, Chartwell's.	In progress
COMMUTER TRAVEL			
Increase provision of cycle parking across the University.	September 2017	Campus Services	Complete
Add secure cycle stores for student use in Halls and on the University site.	September 2017	Campus Services	In progress
Consider developing a cycle-buddy	September 2017	Sustainability	In progress



What	When	Who	Status
scheme.		Adviser	
Include information on sustainable travel options in packs for new staff and students before they arrive at the University.	September 2017	Human Resources	In progress
Run Toon Cycle Tours during Fresher's week.	September 2017	Students' Union & Sport	In progress
Hold bike sales at the beginning of the academic year and around Easter.	September 2017	Sustainability Adviser & Students' Union	In progress
Continue a regular schedule of bike tagging and Dr Bikes.	September 2017	Sustainability Adviser & Security	In progress
Increase provision of lockers and shower access for cyclists.	September 2017	Campus Services	In progress
Liaise with local public transport providers to develop incentives for staff and student travel.	December 2017	Sustainability Adviser	Not actioned
Develop social meet ups for Bicycle User Group members.	March 2018	Sustainability Adviser	Not actioned
Consider further encouragement of working from home where possible.	March 2018	Human Resources	Not actioned
Hold a sustainable travel event to encourage sustainable travel.	May 2018	Sustainability Adviser	Not actioned
Review the parking management system to encourage different travel options e.g. cycle 1 day a week.	June 2018	Campus Services	Not actioned
Implement a city-wide cycle scheme in partnership with the Council.	July 2018	Sustainability Adviser	In progress
Include sustainable transport options on campus maps i.e. bus stops, cycle parking etc.	September 2017	Sustainability Adviser & Campus Services	Not actioned
Undertake a full travel survey every 2 years.	2018	Sustainability Adviser	Date to be agreed with Marketing
Work closely with local partners to take a city-wide approach to sustainable travel.	Ongoing	Sustainability Adviser	Ongoing
Publicise travel options as part of other staff engagement events e.g. benefits fair.	Ongoing	Human Resources & Sustainability Adviser	Not actioned

Updated: July 2017



Actions undertaken before 2017-18

BUSINESS TRAVEL

Publicise inter-campus travel by bus for staff and students.

Identify an accurate baseline for Business Travel and set appropriate targets.

Provide quarterly reports on emissions from flights and rail to Faculties and Services.

Publicise provision of AV and tele-conferencing equipment and provide clear user guides.

Review travel procedures in order to reduce the number of Business Class or First Class flights (these have up to 4 times the carbon weighting of Economy Class flights).

COMMUTER TRAVEL

Undertake a Travel Survey and calculate average emissions per staff and student member to support new targets.

Publicise Cycle Scheme and Corporate Travel scheme to staff.

Agree and publicise an annual schedule of Dr Bikes.

Develop a Bicycle User Group email group.

Establish and publicise a Northumbria University Strava group for staff.

Run regular social cycle rides for staff and students.

Undertake regular bike tagging events including light giveaway to encourage bike safety.

Increase provision of EV charging spaces on campus.

Complete feasibility study of a Northumbria-Newcastle University cycle scheme.

Support a student project to review the appetite for staff participation in a formalised car share scheme.

