

## **Sustainable Travel Policy**

<b>Responsibility for Policy:</b>	Finance Director (University Secretary) and Deputy Chief Executive
<b>Relevant to:</b>	LJMU staff, students and visitors.
<b>Approved by:</b>	SMT on 22 <sup>nd</sup> November 2016
<b>Responsibility for Document Review:</b>	Assistant Environmental Manager
<b>Date introduced:</b>	June 2016
<b>Date(s) modified:</b>	
<b>Next Review Date:</b>	June 2018

### **RELEVANT DOCUMENTS**

- Measuring Scope 3 Carbon Emissions – Transport (HEFCE)

### **RELATED POLICIES & DOCUMENTS**

- LJMU Environment and Sustainability Policy
- LJMU Green Travel Plan

## **Sustainable Travel Policy**

### **1. Introduction**

Liverpool John Moores University (LJMU) is a teaching, learning and research organisation comprising of 25,000 students and 2,400 staff a significant proportion of which commute to the University on a daily basis. Additionally, the University utilises a variety of means of transport in both the day to day and strategic conduct of its business.

### **2. Scope**

This Policy applies to all University activities and operations.

### **3. Objectives**

LJMU is aware of the environmental impact of university travel and is committed to identifying, monitoring and reducing the same through the following objectives:

#### **3.1 Continual improvement:**

- LJMU commits to continual improvement – aiming for greater performance when targets are met and managing significant environmental impacts. Travel will be included in the scope of LJMU's progress towards ISO14001 certification of Environmental Excellence.

#### **3.2 Compliance:**

- Aim to meet and exceed sector best practice.

#### **3.3 Monitoring and management:**

- LJMU will monitor and report on staff/student commute and business travel, including associated emissions annually through HEFCE EMR and its institutional Annual Sustainability Report
- LJMU will monitor fuel usage and associated emissions arising from the University's vehicle fleet.
- LJMU will prioritise consideration of vehicle environmental performance in both fleet and hire vehicle procurement
- LJMU will undertake a Staff Travel Survey and a Student Travel Survey at least every two years.
- LJMU will review and identify areas to improve business travel efficiency, thereby reducing emissions.

### **3.4 Performance:**

- Continue to improve staff, student and visitor access to all LJMU buildings.
- Aim to continually improve facilities that will encourage cycling to work; cycle storage, shower and changing facilities.
- Develop and promote measures to encourage the use of more sustainable modes of transport
- Aim to reduce car dependency and the number of single occupant car journeys easing car parking congestion at the University.
- Continue to operate those initiatives which support sustainable transport, and explore opportunities for further schemes and incentives.
- Liaise and consult with local stakeholders to identify transport infrastructure improvement opportunities that could support sustainable travel to and between university buildings.
- Champion and promote the use of webinars, video conferencing and other electronic media communication tools as an effective alternative to collaboration engendering travel.

### **3.5 Communication and engagement:**

- Work across the University to deliver detailed information and improved awareness of the University's 'Green Travel Plan' and associated sustainable travel options
- Identify and seek to engage with travel-related user groups in the University.
- Support the University's Health and Wellbeing agenda.
- Actively contribute in and pursue partnerships, both internally and externally, to develop sustainable transport in the wider surrounding area and to secure added value opportunities for LJMU staff and students.
- The institutional 'Sustainable Travel Policy' will be publically-viewable on the LJMU website.

## **4. Responsibilities**

This policy is supported through the overarching Environmental Policy. As such, all LJMU staff, students, visitors and contractors are asked to embrace and actively participate in the observance of LJMU's Sustainable Travel Policy, which forms an integral part of our vision: *"to be recognised as a modern civic university delivering solutions to the challenges of the 21<sup>st</sup> century".<sup>1</sup>*

## **5. Guidance**

For more information, please visit [www.ljmu.ac.uk/Sustainability](http://www.ljmu.ac.uk/Sustainability)

**Next review date:** June 2018

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