

SUSTAINABLE TRAVEL PLAN 2023 - 2030

INTRODUCTION AND CONTEXT

- 1.1 Manchester Metropolitan University is one of the largest campus-based universities in the UK with over 38,000 students and 4,000 employees.
- 1.2 We are a University that is committed to sustainability. Within our [Leadership in Sustainability Strategy \(2022-26\)](#), we recognise the importance of our role as a Higher Education provider in tackling the environmental and societal challenges facing our world.
- 1.3 The strategy builds on the great progress made to date to become one of the UK's leading sustainable universities and defines our ambition to 2030 to be a beacon of sustainable development practice, achieving this through our education, research, campus, and partnerships.
- 1.4 In the Leadership in Sustainability Strategy, we set out our ambition and commitment to being net zero carbon University before 2038 and recognise the pivotal role we must play in supporting Greater Manchester's and the UK's net zero carbon targets.
- 1.5 With transport being the largest carbon emitting¹ sector, producing 24% of the UK's total emissions in 2020², a significant proportion of the university's own carbon emissions relate to travel. These include emissions arising from commuting, business travel, student field trips, movement of fleet vehicles, and travel associated with student journeys home. The carbon footprint of the journeys undertaken account for approximately one-quarter of the University's total carbon footprint³.
- 1.6 The University has a thriving campus, with thousands of students and employees travelling to its Manchester city centre campus daily to study and work. It is therefore essential that we understand and outline the measures we'll take to decarbonise travel, contribute to reducing local congestion, air pollution, support safe travel and encourage a greater uptake in sustainable and active travel choices for students and employees.
- 1.7 This plan is about delivering the changes required on our journey towards net zero carbon and is one of several policies and action plans that will support the delivery of our Leadership in Sustainability Strategy.

¹ Including carbon and carbon equivalent greenhouse gas emissions

² Official Statistics [Transport and environment statistics 2022](#)

³ Data source: carbon emissions related to travel and transport 2021/22

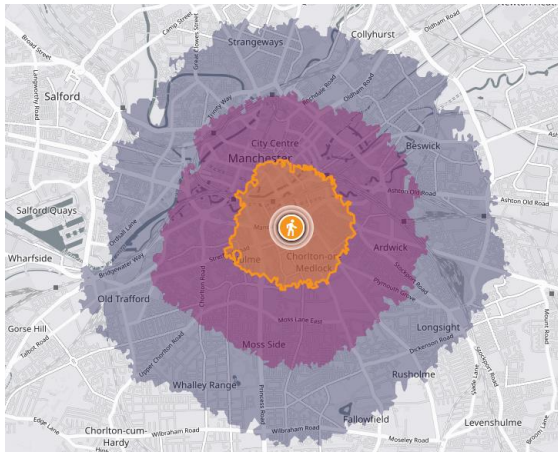
ABOUT THE PLAN

- 1.8 The Sustainable Travel Plan (2023 – 2030) sets out our long-term plan to decarbonise travel choices for our students, employees, and visitors, and the actions needed to decarbonise our owned transport. It is a dynamic plan and outlines the measures we'll take to improve accessibility and uptake in active and sustainable travel, and minimise the negative impacts of our travel activities, particularly in relation to our obligations under planning legislation to ensure campus developments are sustainable, safe, and accessible.
- 1.9 This plan is about delivering the changes required on our journey towards net zero carbon and is one of several policies and action plans that will support the delivery of our Leadership in Sustainability Strategy. In addition to our focus on reducing carbon emissions from transport, this plan reaffirms our commitment to supporting employees and students to make informed travel choices, to improve the health and wellbeing of all at the University and to deliver tangible improvements to our local community and environment.
- 1.10 The travel plan will provide a summary of current travel habits and the issues faced by employees and students before outlining a range of tangible targets to deliver mode change and reduce reliance on the car. For the first time we have moved from an overarching target based on reducing the proportion of trips by car to one based on carbon reductions. The travel plan will then focus on the measures and initiatives we are committed to delivering over the five-year period to meet these ambitious environmental targets.
- 1.11 Furthermore, the Sustainable Travel Plan measures and priorities are focused on three core themes:
- **Measures** where the university can be proactive to support sustainable travel choices (for day-to-day travel and business trips and student trips home);
 - Where internal actions can be taken to reduce travel (business or commuting) through **policy and procedure**; and
 - Actions where the University can be reactive to the concerns of employees and students and **lobby for improvements and support** from key external stakeholders and partners to facilitate sustainable travel behaviour.
- 1.12 Key to the success of any travel plan is effective partnership working. The measures and ongoing monitoring of the success of this plan will be delivered in partnership with the Students' Union and a range of internal and external stakeholders to ensure the travel issues faced by employees and students are at the heart of the strategy, and to reflect on changing travel needs over time.

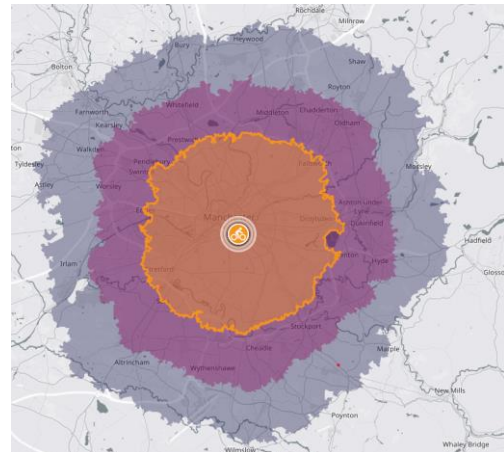
OUR CAMPUS AND ITS ACCESSIBILITY

- 1.13 The urban setting of the university campus provides great opportunities for employees, students and visitors to access our facilities by sustainable modes of travel. With excellent public transport links to local, regional and national destinations, a well-established cycle network and robust limitations on campus vehicle parking entitlement, many of the factors that typically encourage unsustainable travel choices are not prevalent at the University.

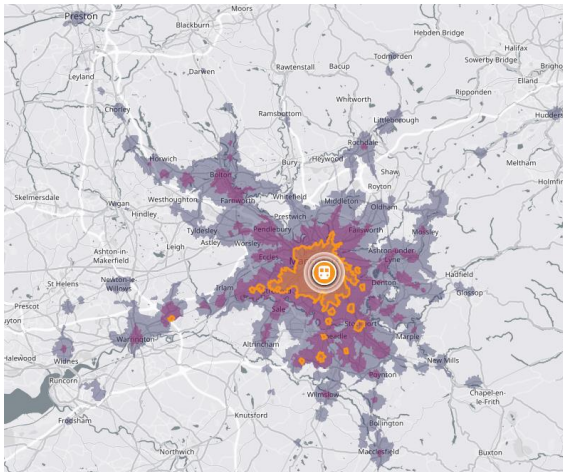
Walking Map (15, 30 and 45 minutes)



Cycling Map (30, 45 and 60 minutes)



Public Transport Map (30, 45 and 60 minutes)

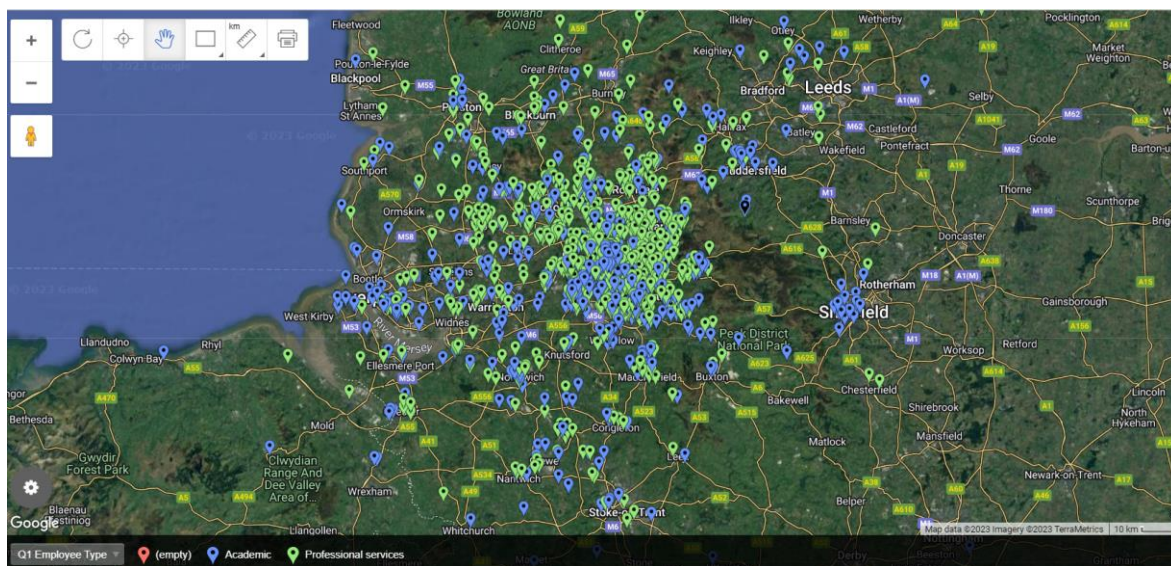


- 1.14 Manchester Met already delivers a range of initiatives that support and encourage sustainable travel; through the provision of infrastructure to support sustainable travel, including cycle storage and public transport infrastructure upgrades, and through its benefits offering including salary sacrifice schemes for bikes to discounted public transport ticketing, interest free loans for season tickets and a range of corporate travel discounts.
- 1.15 We recognise that travel choices are not only dictated by the destination; it's also about where our employees and students come from and the limits that places on their travel options. Whilst it's

positive to note that many of our employees and students live close enough to benefit from being able to travel by sustainable modes of travel, we also need to reflect on the extent to which some employees (and students) have to travel significant distances to access the campus.

- 1.16 Whilst many employees live within the Greater Manchester area, there are a considerable proportion who live further afield and have more limited public transport options to access campus.

Employees Home Locations



Our Estates Masterplan

- 1.17 An ambitious University Estates and Public Realm Masterplan Investment Programme has seen the construction and refurbishment of state of the art buildings and facilities such as the School of Digital Arts (SODA) and Institute of Sport, with major developments such as the Science and Engineering building and development of public realm due for completion in 2023/24.
- 1.18 Our Estates Strategy (2023 – 2030) sets out how the university will invest in its estate to support the university's priorities of providing excellent education and delivering research with impact.
- 1.19 The development of our public realm consists of a phased programme of works to transform the public space within the curtilage of the campus, improving the safety and security of the campus, prioritising pedestrians, and cyclists, and controlling vehicular access and egress throughout the estate.
- 1.20 Our public realm development supports wider regional plans to encourage and support active and sustainable travel and to reduce car traffic where a pedestrianised public realm is at the heart of our city centre campus.

NEW WAYS OF WORKING

- 1.21 The impact of the COVID-19 pandemic on working practices and travel demands has been well documented. With flexible working patterns, changing personal circumstances and new approaches to work coming out of the pandemic, how often people travel and the modes of transport they use for these journeys has shifted significantly.
- 1.22 Hybrid working at Manchester Met means that a substantial proportion of the University's workforce undertake some of their working hours or days on campus and some remotely.
- 1.23 Whilst the following section of this report will consider the current travel behaviour (in terms of the modes of transport used), it is important to reflect on the changes to the frequency of travel, particularly in relation to employees commuting. Prior to the pandemic the majority of full time employees commuted to campus five days a week however this has significantly reduced as hybrid working practices become embedded.
- 1.24 The Employee Travel Survey 2023 collected information about the average number of weekly working days on and off-campus amongst respondents. The findings reveal that the average number of working days on campus per week has decreased, from an assumed 5 days worked on-campus for full-time employees to 3.1 days per week⁴.

Work Status	Average working days on campus / week
Full-Time	3.1 days
Full-Time (term-time only)	4.2 days
Part-Time	2.3 days
Part-Time (term-time only)	2.3 days

- 1.25 There are significant environmental benefits associated with reductions in the frequency of travel, both in terms of local air quality, congestion and also the broader carbon impact of travel; something which this strategy considers in a following section.
- 1.26 There are also challenges associated with reduced frequency of travel however – both internally and for organisations who deliver transport services in the local area and nationally. These include:
- **Increased dependence on the car** – whilst the number of commuting trips might have decreased as a consequence of the pandemic, evidence suggests that an increased proportion of the trips that do take place are by car. There are lots of potential reasons for this, including but not limited to,

⁴ Data source: 2023 employee travel survey

- Perceived cost of travel by car reducing due to not undertaking the commute as frequently
- The availability of parking increasing – both at employment sites such as the University and on street/public parking options
- Changing personal circumstances – the loss of childcare/after school clubs during the pandemic resulted in many people changing their work life balance
- **Reductions in demand for public transport** – nationally the public transport system, and most acutely the bus sector, is witnessing a step change in the demand for their services. Reduced patronage, and unbalanced demand through week (with high demand mid-week and reduced demand on Mondays and Fridays) creates a challenge for operators to sustain services in the long term. The financial attraction of using public transport has also been impacted when commuters only travel two or three times a week and thus don't benefit from period ticket discounts.

HOW WE TRAVEL

- 1.27 To inform the development of this Travel Plan, in 2023 we undertook an employee travel survey. The findings highlight how travel patterns have altered when compared to travel behaviours before the Covid pandemic in 2020, and before hybrid working was introduced at Manchester Met.
- 1.28 The survey received 2,261 responses providing a response rate of almost 50%. This ensures that the data are statistically reliable and provide the opportunity to assess travel habits, environmental impact and to consider the most appropriate measures to commit to delivering over the coming years.

Group	Total number of completions	Total in group	Response rate
All Employees	2,261	4,538	49.9%

Employee travel patterns

- 1.29 Hybrid working has had a significant impact on the frequency of trips to campus and the modes of travel used for those trips. Employees are commuting less often, but the proportion of trips which take place by car has increased somewhat.

How our employees currently travel to campus

- 1.30 As anticipated, in part as a consequence of new hybrid working arrangements, the latest travel survey showed an increase in the proportion of trips by car alone – up from 21.7% in 2020 to 25.8% in 2022.
- More employees travel by car to work (4.1% increase)
 - Decrease in train, bus and tram use (public transport use down by 5%)
 - Active travel amongst employees increased (up by 1.7%)

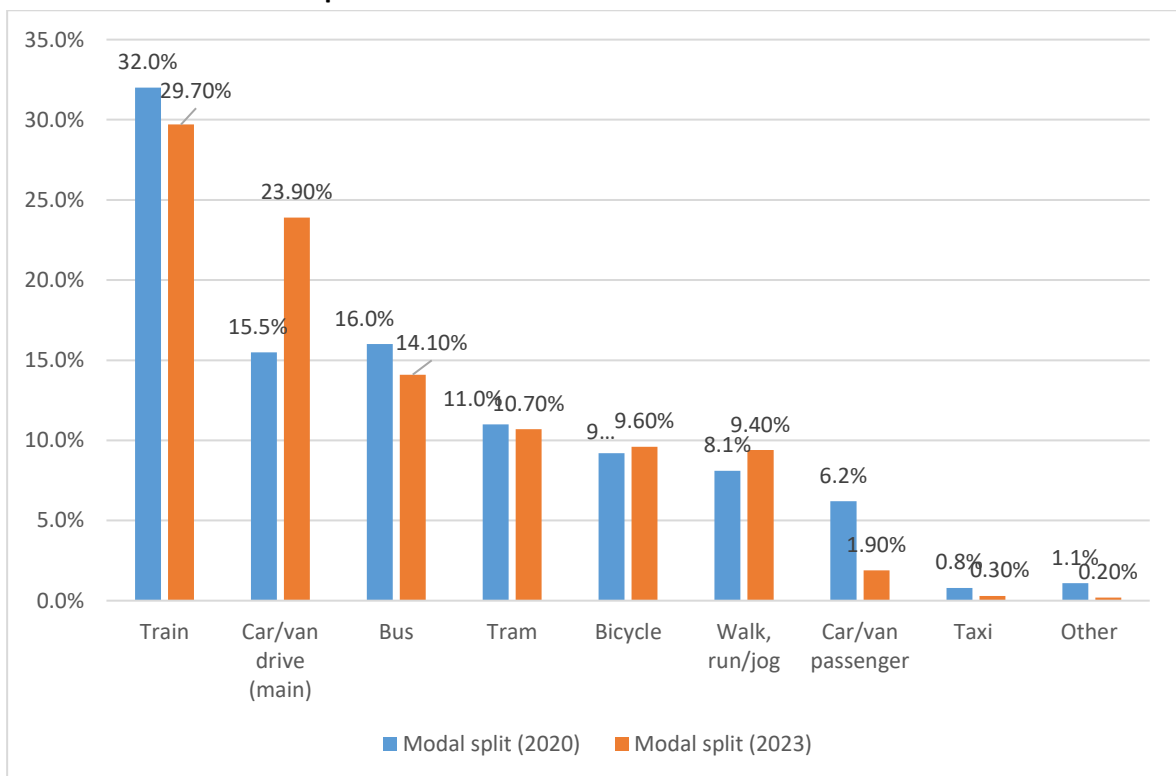
How travel behaviour has changed over time

	2020 Travel survey (modal split - %)	2023 Travel survey (modal split - %)	Change
Bicycle ⁵	9.2%	9.6%	↑0.4%
Walk, run/jog	8.1%	9.4%	↑1.3%
Total active travel	17.3%	19%	↑1.7%
Bus	16%	14.1%	↓1.9%

⁵ Includes e-bikes, scooters, and e-scooters

Train	32%	29.7%	↓2.3%
Tram	11%	10.7%	↓0.3%
Taxi	0.8%	0.3%	↓0.5%
Total public transport	59.8%	54.8%	↓5.0%
Car/van passenger ⁶	6.2%	1.9%	↓4.3%
Car/van driver ⁷ (main)	15.5%	23.9%	↑8.4%
Total by car/van	21.7%	25.8%	↑4.1%
Other	1.2%	0.4%	↓0.8%
Response rate	21.0%	49.9%	↑+29.5%

Main Mode of Travel Comparison



⁶ Includes tailpipe and zero tailpipe emissions vehicles car and vans

⁷ Includes tailpipe and zero tailpipe emissions vehicles car and vans

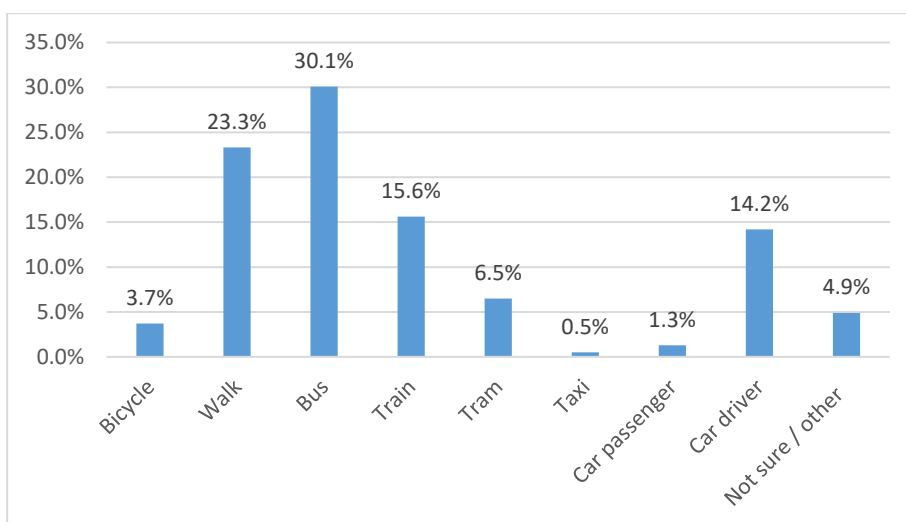
Student Travel Patterns

- 1.31 Information about how students expect to commute to study, and how they travel to and from the university from their home address across the year is collected as part of an annual enrolment survey for all students.

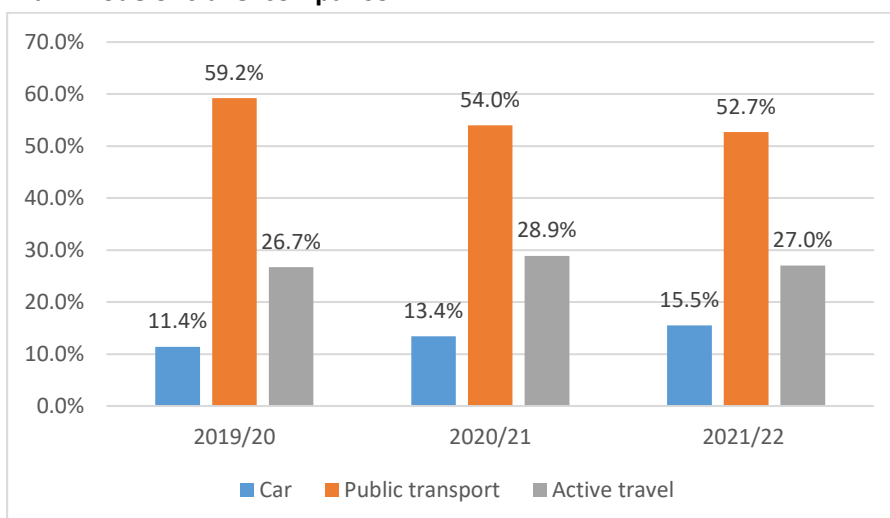
How our student travel to campus

- 1.32 The majority of students travel by sustainable modes of transport with car travel making up just 15.5% of trips.
- Nearly 80% of students already travel by public transport or by active means
 - On a typical day as many as 4,400 students travel to university by car

How our students normally travel to campus



Main mode of travel comparison



- Car trips have increased slightly amongst students (1.9% increase)
- Public transport use has decreased slightly (1.3% decrease)

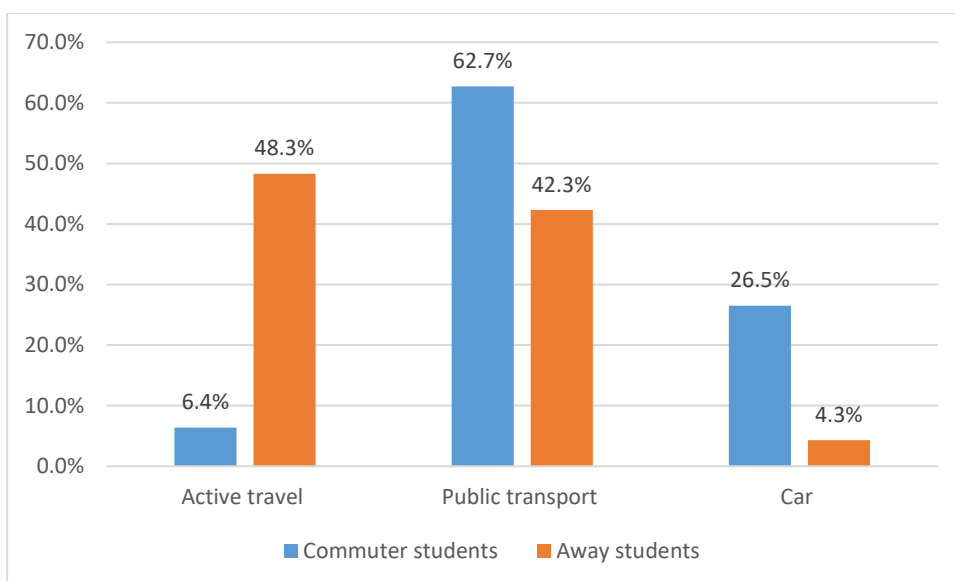
	2019/20 (modal split)	2020/21 (modal split)	2021/22 (modal split)
Bicycle	3.8%	4.2%	3.7%
Walk	22.9%	24.7%	23.3%
Total active travel	26.7%	28.9%	27%
Bus	36.8%	32.1%	30.1%
Train	15.9%	15.4%	15.6%
Tram	6.1%	6%	6.5%
Taxi	0.4%	0.5%	0.5%
Total public transport	59.2%	54%	52.7%
Car passenger	0.9%	1.2%	1.3%
Car driver (main)	10.5%	12.2%	14.2%
Total by car	11.4%	13.4%	15.5%
Not sure / other	2.8%	3.6%	4.9%

- 1.33 The University has a significant proportion of students (over half) who are from the local area, where they continue to live at one permanent address whilst studying at university (instead moving away from a home address and living in term-time student accommodation). Many of these ‘commuter’ students travel to university on a regular basis from within the Greater Manchester area, and as a consequence travel very differently to these students who live within close proximity (5km or less) to the university.

How our students travel to campus on a daily basis

	Commuter students (52% - 17,599 students)	Away students (48% - 16,419 students)
Bicycle	2.1%	5.3%
Walk	4.3%	43%
Total active travel	6.4%	48.3%
Bus	24.3%	36.1%
Train	27.5%	3.2%
Tram	10.4%	2.4%

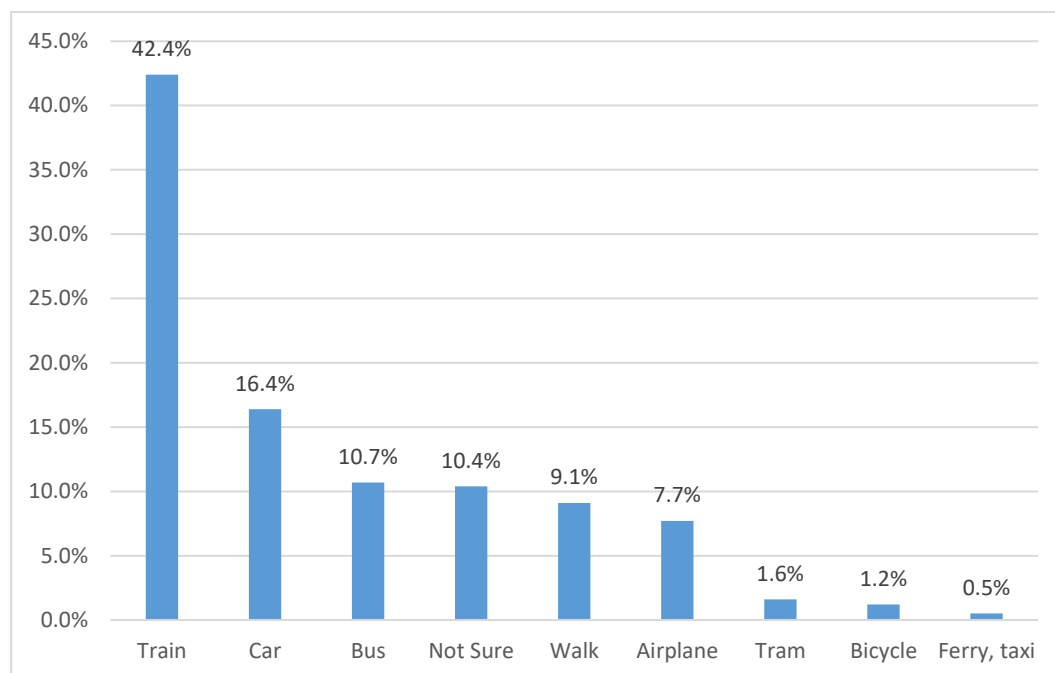
Taxi	0.4%	0.6%
Total public transport	62.7%	42.3%
Car passenger	2.1%	0.6%
Car driver (main)	24.4%	3.7%
Total by car	26.5%	4.3%
Not sure/ other	4.5%	5.3%



Student travel home

- 1.34 The start and end of the academic year means that there are mass movements of students travelling to the university and back to their home addresses – both students travelling within the UK and overseas.
- 1.35 We recognise that our influence over how students travel between their term-time address and home address is relatively low (particularly when students arrive and depart from their term-time accommodation). However, there are opportunities to influence and encourage sustainable travel choices, particularly as students travel home for holiday periods across the year.

How our students travel home



Our business travel

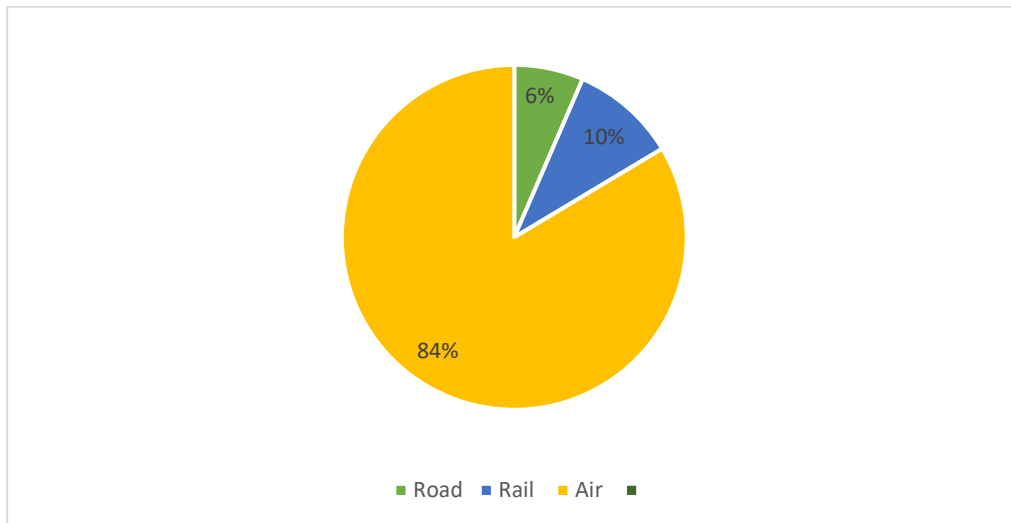
1.36 The employee travel survey 2023 reveals that 32% of employees travel for business purposes. The majority do so occasionally, travelling less than once per month with only a small proportion of employees (10%) travelling more than once per month.

- Trips within Manchester city centre are predominantly made by active modes, followed by train and tram.
- Beyond the city centre, active modes make up a much smaller proportion of business trips.
- Train and tram use increases as journey length increases (within the UK), whilst trips within Europe and internationally are dominated by air travel.

1.37 Carbon analysis using the spend-based method⁸ reveal that business air travel was responsible for 84% of business travel related carbon emissions, 10% from rail, and 6% from road.

Business travel carbon emissions

⁸ GHG technical guidance for calculating scope 3 emissions (version 1.0)



Operating our fleet

- 1.38 The university operate a small fleet of vehicles used primarily within its estates and facilities departments to undertake maintenance works, deliver mail and catering services etc.
- 1.39 As of February 2023, Manchester Met operate 17 vehicles (a mix of owned and leased vehicles). Of the 17 vehicles, 65% are fully electric or low emission, and 35% petrol or diesel vehicles. Although carbon emissions from our fleet make up a small proportion (<0.1%) of the of the university's total carbon emissions, they do contribute to local air pollution which makes aiming for a fully electric fleet (where operationally possible) and reducing the number fleet vehicles required a priority for the university.

OUR CARBON IMPACT

- 1.40 Manchester Met is committed to being a net zero carbon university before 2038 and understanding the carbon impacts of travel are essential in planning our route to achieve this.
- 1.41 From the travel survey findings and other data sources we have assessed the carbon impact of travel. This carbon assessment has been used to set targets, initially for commuting (day to day travel) to reduce carbon emissions.
- 1.42 A significant proportion of our total carbon emissions (nearly 20%) are attributed to travel, where we generate carbon emissions from:
- o Day to day commuting trips by employees
 - o Day to day commuting trips by students
 - o Student travel to permanent homes
 - o Business travel
 - o Fleet vehicle movements
- 1.43 Whilst the actions of the Sustainable Travel Plan will primarily focus on how to influence travel behaviour for commuting trips, it is important to reflect on the total carbon impact of travel.

Our carbon emissions⁹

Emissions source	Scope	CO ₂ e (Tns)	Proportion of total emissions
Fugitive emissions	1	13	< 0.1%
Natural gas	1	4,469	4.7%
Electricity emissions	2	3,998	4.2%
Purchased goods and services	3	63,501	67.3%
Fuel and Energy related activities	3	2175	2.3%
Waste and water	3	58	0.1%
Student accommodation (leased and referral)	3	1,275	1.4%
Fleet vehicles	1	17	< 0.1%

⁹ Data from the reporting year 2021/22, employee commuting data derived from the 2023 employee travel survey

Business travel	3	511	0.5%
Employee commuting	3	2,171	2.3%
Student travel home (UK)	3	1199	1.3%
Student travel home (overseas)	3	4,952	5.3%
Student commuting	3	9,953	10.6%

[Insert pie chart using the data from table above]

- 1.44 Travel related carbon emissions are approximately 18,803 tonnes of CO₂e annually, of these, over half are from student commuting and over a quarter are from international student travel.

Fleet vehicles	0.10%
Business travel - road and rail	0.40%
Business travel - air	2.30%
Student travel home (UK)	6.40%
Employee commuting	11.50%
Student travel home (overseas)	26.30%
Student commuting	52.90%

AIMS AND TARGETS

Overarching aims

- 1.45 Through this travel plan, we aim to minimise the impact of our travel by encouraging the use of low carbon and active modes of transport that reduce environmental impact, congestion, and air pollution, and that help meet the following objectives to:
- o Be net zero carbon before 2038
 - o Comply with local and national government policy and planning on transport, particularly in maximising sustainable transport in new developments
 - o Contribute to better air quality, less congestion and improved health through enabling more active travel.

Measuring the impact of the Sustainable Travel Plan

- 1.46 Historically, targets for organisational wide travel plan strategies have focused on reducing, where possible, the proportion of commuting trips that take place by single occupancy car. Since the outbreak of the COVID-19 pandemic in March 2020 patterns in travel behaviour have significantly changed (nationally and within the University sector). From a sustainability perspective, a key benefit of this change has been a reduction in the number of commuting trips people typically make, with more emphasis on home-working for employees in roles which can be delivered remotely.
- 1.47 This travel plan moves away from targets based around the proportion of trips by car, to a mixture of carbon reduction and action-based targets; contributing to the aspirations of the University to be net zero and creating a direct link to the environmental impact of travel.

Targets

- 1.48 To measure our progress towards implementing our travel plan, a series of objectives, targets and indicators have been developed.

Objective	Target	Performance indicator	Baseline
Reduce and decarbonise our vehicle fleet	Reduce vehicle fleet by 30% by 2030	Size of fleet (count of owned and leased vehicles)	2022/23 – 17 vehicles
	All fleet vehicles will be fully electric by 2026 (where operational possible)	Proportion of fleet vehicles that are zero tailpipe emissions	2022/23 – 59% (owned and leased vehicles)
Reduce and decarbonise business travel	Reduce carbon emissions from business travel by 30% (to 358 tonnes annually) by 2030	Carbon emissions reduction	2021/22 – 511 tCO ₂ e
	Reduce carbon emissions from business travel per employee by 30% by 2030	Travel intensity	2021/22 – 113 kgCO ₂ e / employee
	Develop and implement a business travel policy aligned to the sustainable travel hierarchy by 2024	Policy aspects implemented	NA
	Reduce annual emissions from air travel by 35% by 2030	Carbon emissions (CO ₂ e) from air travel for business purposes	2022/23 – to be established
Decarbonise commuting and student travel home	Ensure cycle parking provision meets demand for employees and students cycling to university providing at least 1,300 short	Number of cycle parking spaces (count and percentage increase on baseline)	2022/23 – 958 ¹⁰

¹⁰ Cycle parking audit undertaken in Jan 2023

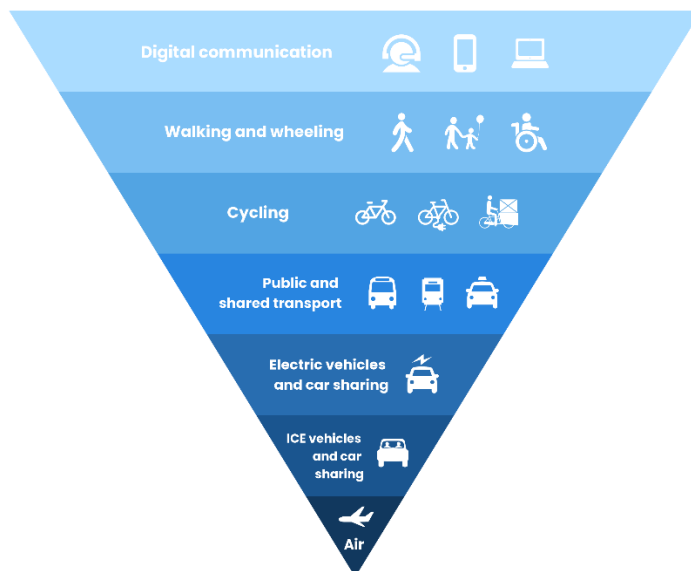
Objective	Target	Performance indicator	Baseline
	and long-stay cycle parking spaces across campus by 2026.		
	Reduce car driving ¹¹ for commuting purposes to below 20% modal split for employees and 10% modal split for students by 2030	Modal split	2021/22 – students: 15.5% 2022/23 – employees: 25.8%
	Reduce commuting carbon emissions per employee by 20% (383 kgCO ₂ e) by 2030	Carbon emissions per employee	2022/23 – 479 kgCO ₂ e /employee
	Increase electric vehicle charging provision on University campus car parks to 20% active charging spaces by 2030	Proportion of car park spaces that are active charging spaces	2022/23 – 4.7% ¹²

¹¹ Including Single Occupancy Vehicles (main driver) and car passengers

¹² Based on a car park space count of 464 spaces (2023), and count of 22 publicly available electric vehicle charge points

TRAVEL PLAN MEASURES

- 1.49 To encourage and support increased use of sustainable forms of travel, it is useful to consider the travel hierarchy to understand whether there are feasible alternatives to travel, and, if the travel is required, to prioritise sustainable travel - walking, cycling and public transport.



- 1.50 Achieving our ambitious targets will require investment and support from the University. From continuing to deliver (and expanding where appropriate) existing measures, to lobbying for improvements and putting in place policies to address unsustainable travel practices, the University is committed to delivering interventions across three priority areas:

PA1 - Measures where the university can be proactive to support sustainable travel choices (for day-to-day travel including business trips and student trips home)

PA2 - Where internal actions can be taken to reduce travel (business or commuting) through policy and procedure

PA3 - Actions where the University can be reactive to the concerns of employees and students and lobby for improvements or support from key external stakeholders and partners to facilitate sustainable travel behaviour.

Active travel

- 1.51 In recent years, Greater Manchester has committed itself to building a world-class walking, wheeling, and cycling network. The city's vision is that everybody in Manchester should be able to

walk, wheel or cycle as part of their everyday lives, and the region's plan is to ensure active travel is embedded into a region-wide, London-style transport system¹³.

- 1.52 At Manchester Met there are many ways in which we can encourage active travel, and already, 19% of employees and 27% of students commute to university by cycling, wheeling, and walking, and the university has an array of accessible facilities that support active travel.
- 1.53 As a key partners in the GMCA active travel plan project, our goal is to deliver an accessible active travel environment that supports the present demand and future uptake of commuting and business travel by active modes of transport amongst employees and students.
- 1.54 However, commuting by active means is not feasible for many individuals for a wide range of reasons. Where possible, supporting and encouraging active travel for short inter-site, and business or study related travel journeys will also be prioritised.
- 1.55 Our measures to encourage and support active travel will include:

Area of Work	Measure	Actions	Priority Area
On-campus facilities and services	Provide on-campus cycle parking capacity that matches present demand, with a plan to increase capacity to meet future expected upward trend in journeys made by bike.	Identification and installation of long and short stay parking facilities	PA1
		Deliver periodical cycle parking audits to ensure quantity and quality of provision meet demand and customer expectations	PA1
	Improve the quality of cycle parking across the campus considering safety, accessibility, and customer expectations and needs	Lighting of cycle shelters	PA1
		Access and entry mechanisms, parking space requirements and general accessibility	PA1 and PA2
		Introduce cycle tool stations at key locations across campus	PA1
	Improve facilities for showering and changing	Better and more spaces for drying	PA1
		Shower, changing and locker storage in all university buildings	PA1
	Provide zero and low-carbon active business	Deliver an electric e-cargo bike fleet	PA1

¹³ Transport for Greater Manchester: [Refreshing Greater Manchester's Active Travel Mission](#)

	travel options for employees	Promote cycle mileage allowance for business travel undertaken by bike	PA2
Awareness and benefits	Provide a benefit package that encourages cycling	Cycle to Work Scheme that meets customer demands	PA2
		Continuation of discounted provisions such as bike locks and lights	PA2
	Deliver communications and engagement initiatives that promote and encourage cycling and walking amongst employees and students	Cycle training and maintenance skills	PA1
		Cycle to work events	PA1
		Engagement in schemes and campaigns that contribute towards the delivery of local and national aspirations and targets related to active travel	PA3
		Effective internal communications through appropriate channels for employees and students	PA2
Planning, Development and Accessibility	Ensure active travel measures are planned and implemented as part of the University's Estates and Public Realm Masterplan so that developments have:	Secure, safe, and accessible long-stay and short stay cycle parking with adequate proximity	PA1
		Change, shower, and drying facilities as standard	PA1
	Develop a cycle masterplan to deliver strategically located safe, secure, and accessible spaces to park and lock bikes across campus (e.g., Cycle hubs)		PA2

Public Transport

- 1.56 Manchester Met benefits from being in a city centre location with excellent public transport links. The travel survey (2023) and student enrolment survey (2022) indicate that 55% of employees and 53% of students use public transport to get to university.

- 1.57 With a network of high frequency bus and train services and an extensive network of tram services in the local area, and limited car parking being available due to the university's city-centre location, public transport use is expected to remain popular in the long term and its continued use is critical in managing car parking demand, on-campus and in the local area.
- 1.58 Supporting Greater Manchester's 'Our Network' plans for a truly integrated public transport system so that getting around the city-region is easy, accessible, and affordable by public transport and by active travel is essential.
- 1.59 With the introduction of hybrid working at Manchester Met, average commuting days to campus have reduced for some employees, leading to an increased demand for daily, flexible carnet-style ticketing options, and less demand for weekly, monthly, and annual passes. This change in demand is not reflected amongst students, primarily as their teaching activities have remained broadly the same following the Covid pandemic.
- 1.60 Our measures to encourage and support public transport travel will include:

Area of Work	Measure	Actions	Priority Area
Awareness and benefits	Support the region's plans to make getting around the city-region by public transport easy, accessible, and affordable.	Enhance the interest free loan scheme for public transport for employees	PA2
		Explore additional and better corporate discounts schemes for public transport for employees	PA2
		Investigate the feasibility of providing discounted and subsidised tickets for employees	PA2
		Work with operators, Transport for Greater Manchester (TfGM) and The Union to deliver and where possible enhance student ticket offering, particularly for commuting students.	PA3
	Deliver activities and communications that promote the use of public transport to	Employee welcome fair events: TfGM and Manchester Bee Network presence and information	PA1

	employees and students including:	Launch a 'try the tram' initiative aimed at car drivers and employees new to Manchester Met	PA1
		Effective internal communications through appropriate channels for employees and students	PA1
Planning, development and accessibility	Seek to influence local and regional partners and transport operators in enhancing multi-modal, multi-operator tickets, and carnet ticket options.		PA3
	Investigate measures to increase visitor travel to the University by public transport, particularly for open and visit days, and graduations.		PA1

Business travel

- 1.61 The employee travel survey 2023 revealed that 32% of employees travel for business purposes. The majority doing so occasionally, travelling less than once per month with only a small proportion of employees (10%) travelling more than once per month. In total, business travel accounts of approximately 0.5% of the University total carbon emission, the majority of which (84%) are attributable to air travel.
- 1.62 Developing policies, guidance and tools to inform and engage employees in making lower-carbon choices for business travel and providing an environment that supports virtual collaboration are key to travelling in more sustainable ways and travelling less.
- 1.63 In addition to the measures outlined to increase active business travel, other supporting measures to shift to lower carbon forms of travel for business include:

Area of Work	Measure	Actions	Priority Area
On-campus facilities and services	Understand demand and investigate the feasibility of zero (tailpipe) carbon emission vehicular transport options for employees, with a shift from business travel in owned cars to zero emissions hire car travel, including but not limited to:	Rental partners have a supply of electric vehicles for hire for business travel	PA2

	Undertake assessment of existing facilities and infrastructure and develop plan with key stakeholders that supports and improves virtual working and conferencing, thereby reducing the need to travel.		PA2
Awareness and Benefits	Deliver activities and communications that aim to reduce the requirement for business travel and that promote zero and low carbon travel as first-choice where practical	Effective internal communications related to the university's business travel policy, sustainable travel guidance and toolkits	PA1
	Implement a whole-university business travel policy, guidance, and toolkits to engage employees in the travel hierarchy and reduce the university's business travel carbon emissions, particularly related to air travel.		PA2

The role of electric vehicles and emerging technologies

- 1.64 Manchester Met has been a long-standing supporter of the transition to low and zero carbon transport. 59% of the university's fleet vehicles are fully electric and a further 6% are low-carbon hybrid vehicles¹⁴.
- 1.65 In addition to the increased uptake of electric vehicles, an emerging trend in the sustainable transport sector is that of micro-mobility; most notably e-bikes and e-scooters. The University recognises the role that both e-bikes and e-scooters could make in encouraging people to switch from car travel.
- 1.66 It is important the University provides the facilities, infrastructure, and service to deliver an electric vehicle (EV) fleet and support a transition to electric vehicles amongst employees and students.
- 1.67 Supporting measures to encourage a shift to zero emissions vehicles include:

Area of Work	Measure	Actions	Priority Area
On -campus facilities and services	Deliver a consolidation programme to remove unnecessary fleet vehicles and replace petrol and diesel vehicles with fully electric vehicles (subject to operational requirements).		PA1 and PA2

¹⁴ Fleet vehicle audit (2023)

	Support the micro-mobility agenda including:	Provision of charging facilities for e-bikes.	PA1
		Ensure the financial limit on the Cycle to Work Initiative supports the purchase of e-bikes.	PA2
Awareness and benefits	Continue to support a transition to zero tailpipe emissions transport amongst employees through the university's benefits offering, including:	An electric car benefit (salary sacrifice) scheme	PA2
Planning, development and accessibility	Assess requirements and develop and deliver an electric vehicle infrastructure and pricing strategy, ensuring charging infrastructure is adequate for present and future demand for on-campus electric vehicle charging.	An assessment of existing and future demand and the development of an EV charging strategy;	PA2
		Assessment of EV provision to support any plans to convert University fleet vehicles to EV power.	PA2
		User policy and consideration of reasonable charges to use EV points on campus.	PA1 and PA2

Sustainable car use

- 1.68 Many employees and students have a need to drive to work or study. As a city-centre university, car parking provisions are finite, available to employees only, and to students with a disability or with accessibility requirements during the working week.
- 1.69 Ensuring alignment with and contribution towards Greater Manchester's commitment to create a carbon neutral Greater Manchester by 2038, with better air quality and natural environment is of great importance. Carbon emissions generated by car trips for employees commuting to work

accounted for approximately 65%¹⁵ of the university's total employee commuting emissions in 2023.

- 1.70 Manchester Met's city-centre location is highly accessible to most residents in Greater Manchester by a range of travel modes, which translates to already relatively low car driving rates amongst employees (25.8%) and students (15.5%). However, it is apparent that although driving rates are low, since the introduction of hybrid working at Manchester Met, and post Covid-19, rates of driving have increased amongst employees and students, and it is important this is monitored closely, and appropriate actions are taken.
- 1.71 A key element of the sustainable travel plan is managing demand for car use by controlling the existing parking provision on-campus and ensuring it is reserved for those with the greatest need to travel by car. At Manchester Met, this is achieved through a points-based application system. A car parking management policy can be an integral part of encouraging sustainable travel and ensuring the best use is made of available car parking spaces, which involves weighing up the parking needs of the university's employees and visitors against the availability and cost of parking spaces.

Area of Work	Measure	Actions	Priority Area
On-campus facilities and services	Continue to manage on-campus car parks through ANPR control systems, utilising data, and reports from the system to improve the effectiveness of demand managed car parking.		PA1
Awareness and benefits	Provide incentives for car drivers to try alternative, lower-carbon modes of travel for commuting, including:	Taster tickets for public transport including (e.g., 'try the tram' scheme)	PA1
		Relaunch a car share initiative, ensuring adequate incentives for employees	PA1
Planning, development and accessibility	Undertake analysis of car parking space stock and availability aligned with the university's Estates Masterplan programme.		PA1 and PA2
	Future university car parking policy revisions must ensure that car parking is available to those that genuinely need it. The policy must be supportive of Manchester Met's commitment to be a net zero carbon university before 2038, and the city's plans for better air quality, particularly in relation to clean air zones.		PA 2

¹⁵ Data source: Employee Travel Survey 2023

MONITORING PROGRESS

- 1.72 We will track and monitor and report our progress towards our targets and implementing the measures outlined in this plan through several mechanisms, including our biennial employee travel survey, student enrolment survey, new building travel surveys as required, carbon analysis of travel activities, and through our annual sustainability reporting and travel plan outcomes reporting.

Monitoring Activity	Purpose	Frequency
Employee travel survey	- Commuting modal split and carbon analysis - Employee feedback - Employee interest and awareness of sustainable travel initiatives and provisions	Triennial
Student enrolment survey	- Commuting and travel home modal splits and carbon analysis	Annually
Travel survey (new buildings)	- Travel patterns of residents and employees during the first three months of use of new buildings	As required by planning conditions for estates development projects
Business travel management system carbon extract reports	- Carbon analysis of business travel by air	Annually
University expenditure reports	- Carbon analysis of business travel by road and rail	Annually
Travel and transport audits (e.g., cycle and electric charging provisions, fleet vehicles and car park spaces and usage)	- Progress towards increasing provision that encourage sustainable, low-carbon and active travel	Annually
Fleet vehicle fuel usage	- Carbon analysis	Annually

RESOURCING THE PLAN

- 1.73 It is essential that the Sustainable Travel Plan is supported financially through the allocation of funds to deliver projects and initiatives that decarbonise transport and travel behaviours. Where the costs of the travel plan measures cannot be met through an annual budget, business cases for investment for projects will be developed.
- 1.74 The Sustainable Travel Plan requires the support of key stakeholders and groups to ensure its successful implementation. The Sustainability Team will lead and coordinate the delivery of the plan, liaising with departments and colleagues as appropriate.

- 1.75 The University Environment Strategy Group own and approve and are responsible for the strategic oversight of the plan.