

Sustainable Travel Framework

Introduction

While it is accepted that travel by employees is an essential element in meeting the University's overall objectives; it is also recognised that the University of Bradford has a responsibility to ensure its staff travel responsibly and only when truly required. It is estimated that University related travel causes around 15,000 tonnes of CO2 emissions annually.

Sustainable Travel Choices

The following framework should be followed when deciding how to travel for a particular journey. This framework aims to use the following principles:

- Reduce overall business travel through technology
- Reduce money spent on travel (including staff time)
- Increase productivity of workforce
- Reduce emissions related to business related travel

The Framework

- 1. Can the journey be avoided?**
 - a. This both increases productivity through increasing work time and reduced emissions
 - b. If the journey can be avoided through a video conference, local computer video software, telephone conference or telephone call then this should be the first choice
- 2. Flights for international journeys only**
 - a. To balance the need for reducing emissions with productivity and money spent, flights can be used in international journeys.
 - b. If a suitable alternative exists e.g. Eurostar then this should be used.
- 3. Use of Trains and Shared Cars for domestic Journeys**
 - a. Internal domestic flights to be used in exceptional circumstances with approval.
 - b. Single occupancy car journeys are emit high levels of CO2 per passenger and show very low productivity.
 - c. Train journeys allow high productivity due to good working conditions aboard trains.

Justification for journeys outside the framework (for example due to cost and/or time constraints), should be made and approved by the budget holder.

On-line travel planning services are available to give guidance on journey planning:
<http://www.brad.ac.uk/admin/ecoversity/travel/index.php>

For further information contact:
Ecoversity@bradford.ac.uk