

Sustainable Travel Plan

2023 - 2028

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| **In partnership with:** |
| ***Date: May 2023 Version number: 2***   |  |  | | --- | --- | | ***Approval route*** | **VCG** | | ***Date*** | **13/06/2023** | |

# Foreword

I am delighted to introduce this update to the University of Chichester’s Sustainable Travel Plan. Our first Travel Plan was implemented in 2011 and this and subsequent plans have been the driver for change in the way our staff and students travel to and from the University and between our campuses. Since the introduction of the first plan, substantial changes have been made to the accessibility of our campuses by low or zero carbon transport and the use of these travel modes has been actively encouraged. In conjunction with WSCC, more accurate methods to measure transport movements have been implemented since 2015. Sustainable travel remains an integral part of all new campus developments, including the building of our new accommodation blocks.

However, we wish to do more. We intend to continue to follow the travel hierarchy of reducing the need to travel where appropriate and continue to provide the means to encourage both our staff and students to pick the most sustainable form of transport. We appreciate that sustainable travel is key to us achieving our net zero carbon target of 2045.

The aim of this document is to provide an update of current modes of travel, our activities carried out over the last five years to reduce the impact of our travel, the drivers necessitating further change and the measures we intend to put in place to effect this change.

Mark Barlow

Chief Marketing and Communications Officer

Vice-Chancellor’s Group

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## Context

## 1.1 Background

The University of Chichester is one of the oldest higher education institutions in the UK. Established in 1839, it was granted University title in 2005 and is the only University in West Sussex. Learning and teaching takes place on two campuses, Bishop Otter campus (BOC) located approximately one mile from Chichester city centre, and Bognor Regis campus (BRC) located half a mile from Bognor town centre. Currently there are approximately 5,900 full and part time students and 726 full and part time staff.

Since early 2011, the University has operated a Travel Plan, which forms part of the University’s overall strategy to improve environmental performance. We strive to raise awareness across the University community and by sharing our knowledge and enthusing today’s students, they will become future leaders who aspire for a sustainable future.

Our commitment to sustainable travel is highlighted in our Sustainability Policy1 and developed more fully in our Sustainability Strategy 2023 to 20282. This Travel Plan contributes to our Sustainability Strategy 2023 to 20282 and also aligns with our University Strategic Plan 2018 to 20253 key targets, to remain financially stable and develop environmentally sustainable campuses.

**1.2 United Nations Sustainable Development Goals**

The University’s Sustainability Strategy aligns to the United Nations Sustainable Development Goals (Figure 1) to ensure progress is made in all areas pertinent to the University’s activities. Sustainable travel is integral to the success of many of these goals, including specifically;

SDG 3 Good Health and Wellbeing

SDG 11 Sustainable Cities and Communities

SDG 12 Responsible Consumption and Production

SDG 13 Climate Action

SDG 14 Life Below Water

SDG 15 Life On Land

Relevant aspects of these goals have been considered in the generation of this plan.

*Figure1 United Nations Sustainable Development Goals*



**1.3 Our achievements so far**

We have been working to improve and encourage sustainable travel at the University since the production of our first travel plan in 2011. A summary of some of our key achievements over recent years is given below (Table 1)

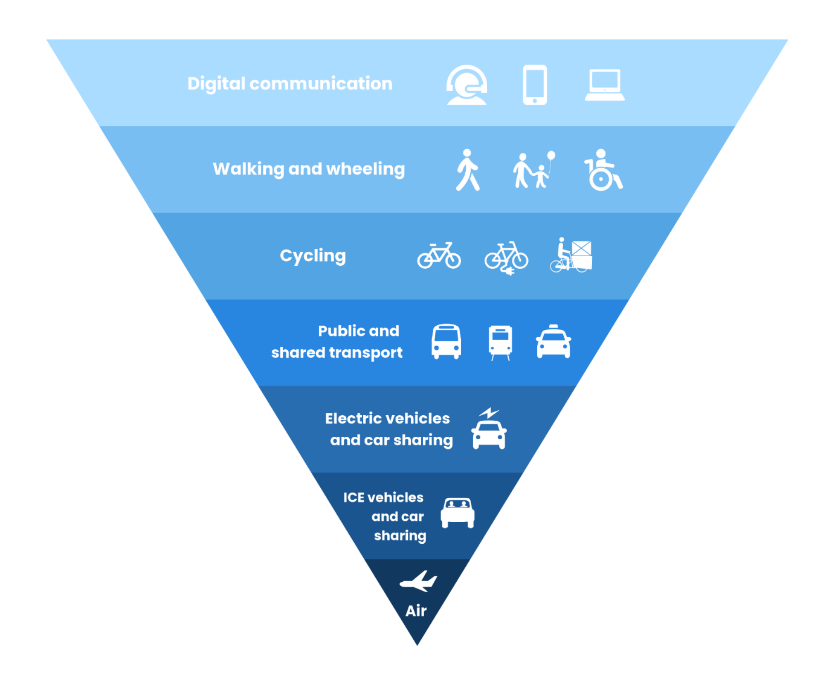
*Table 1 Summary of sustainable travel initiatives completed over recent years*

|  |  |
| --- | --- |
| External contracts | When renewing our bus service contract in January 2020, the opportunity was taken to ensure all buses were equipped with the best attributes to reduce emissions, available at that time. Buses used on the University routes have technologically-advanced Euro6 engines, designed to cut pollution between stops. These engines are also fitted with modernised alternators and compressors to improve air quality and remove harmful pollutants, notably nitrogen oxide and carbon monoxide. Each bus, also includes USB charging ports and Wi-Fi, as an incentive to encourage bus travel. |
| Safe routes for sustainable travel | The University works closely with WSCC to improve walking and cycling conditions, such as lighting, in the vicinity of the campuses. In 2018, a cycling /walking path through the university grounds at BOC to the bottom of College Lane was installed in response to concerns over the narrowness of College Lane. |
| Discouraging single car occupancy usage | Daily parking charges are in place for both staff and students. In April 2023, these were extended to include the weekends and evenings. An in-house car sharing scheme was instigated in September 2019, this is coupled with designated spaces for car sharing and a guaranteed ride home for car sharers. Revenue from car parking is used for sustainable travel initiatives. |
| Encouraging low and zero carbon travel | Fares for students on the University bus routes were abolished in September 2018 and a direct bus service between the campuses was installed. Live travel updates were made available in the bus shelters on campus and on the screens in prominent positions inside University buildings, such as the LRCs. Bus timetables have also been made available on the university and SU websites.  A car parking permit exclusion zone is in place for students, therefore any student who lives within a 1.5 mile radius of their main campus cannot obtain a car parking permit.  Additional covered, secure cycle shelters have been provided on both campuses.  Low and zero carbon travel rewards are linked to Jump scheme. |
| Removing the need to travel. | Microsoft Teams has been rolled out through the University and training provided by our IT Skills team. Rooms on both campuses have been upgraded to enable hybrid meetings to take place. |

**1.4 Influencing Factors**

Probably the biggest influence on travel behaviours in the past three years has been the impact of the Covid-19 pandemic. Like all institutions during 2020 and 2021, the University adapted its methods for teaching and operating in accordance with Covid-19 guidance. Although the University ethos of community life remains as strong as ever, digital and technological advances made during these times can support reduced travel. This follows the travel hierarchy of reducing the need to travel as a priority and if travel is a necessity, continue to provide the means to encourage both our staff and students to pick the most sustainable form of transport (Figure 2).

*Figure 2 Sustainable Travel Hierarchy4*



The University has set a target to reach net zero carbon emissions by 2045 in its Sustainability Strategy 2023 to 20282. Historical data produced by the University, suggests that commuting accounts for approximately 43% of our total carbon emissions. It is imperative therefore, that we continue to actively promote sustainable forms of travel to meet this target and prevent increasing volumes of vehicle traffic leading to widespread congestion, local noise and air pollution and increased levels of global greenhouse gas emissions.

The emphasis of this updated Travel Plan, produced in conjunction with the Students’ Union, is to ensure that the University community remains at the heart of everything we do, but that we take all steps to ensure travel associated with the University’s business, has the least possible impact on the environment. The aim and scope of the plan is given in the statement below;

*“Our approach to learning, teaching and the student experience emphasises relationality and community. This means that all our staff will work with each other and our students to sustain and strengthen an inclusive, supportive/caring and authentic learning community. This emphasis on community and positive relationships shape who we are and how we understand our purpose and role. In order to achieve this purpose, staff, students and visitors need to travel to the University and on business. However, we also understand the impact of travel and transport associated with our activities on the planet. We will therefore encourage all to travel by more sustainable means and will work to reduce the impact of goods and services. The Sustainable Travel Plan will contribute to the University’s target to achieve net zero carbon emissions by 2045”.*

The purpose of this document is to describe the strategy which will be put in place to achieve this aim. It highlights improvements and changes in travel patterns achieved since the introduction of the last Travel Plan, renewed impetus for change, objectives and targets for continual advancement and initiatives designed to achieve this change.

This updated Travel Plan has been developed by the Sustainable Travel Group using an iterative process, with input from the Sustainability, Environment and Energy Management Group (SEEM). Both these groups have student and staff representation. Existing documentation and performance data have been reviewed, and best practice within the sector has been identified. This document has been reviewed by a number of committees, including SEEM and the Vice Chancellor’s Group. It is supported by West Sussex County Council and takes into account current and future development plans across both campuses.

## Travel pattern data

**2.1 Current travel data**

Data obtained from our latest TRICS SAM survey carried out in April 2022, shows that the main mode of transport by students at both campuses is on foot, whereas most members of staff travel to campus by car alone (Figures 3 and 4).

*Figure 3 Current mode of transport at BOC*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Man feet icons set Vector icons set of footprint isolated on white footprints feet stock illustrations | 'Along These Tracks' Train Photos Site : Night Photo Class 377701 ... | C:\Users\kcathie\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\L8NB3940\DSCF0370.JPG | http://d3mcbia3evjswv.cloudfront.net/chi-bus_0012-2.jpg?uxdhk7j_gmUd5JyOKKGokosSfZXHFZns | Avatar_set1 | Vector girl driving car |
| Walking | Train | Cycling | Bus | Car share | Car alone |
| Students | 66.7% | 1.4% | 1.6% | 6.4% | 8.3% | 15.5% |
| Staff | 27.1% | 2.9% | 4.9% | 1.1% | 9.2% | 54.7% |

*Figure 4 Current mode of transport at BRC*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Man feet icons set Vector icons set of footprint isolated on white footprints feet stock illustrations | 'Along These Tracks' Train Photos Site : Night Photo Class 377701 ... | C:\Users\kcathie\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\L8NB3940\DSCF0370.JPG | http://d3mcbia3evjswv.cloudfront.net/chi-bus_0012-2.jpg?uxdhk7j_gmUd5JyOKKGokosSfZXHFZns | Avatar_set1 | Vector girl driving car |
| Walking | Train | Cycling | Bus | Car share | Car alone |
| Students | 47.9% | 2.2% | 1.8% | 16.1% | 14.0% | 17.8% |
| Staff | 17.4% | 2.8% | 5.0% | 3.2% | 16.8% | 54.8% |

**2.2 Travel data comparison with earlier years**

Historically, the University used on-line questionnaires to provide data on the modes of transport utilised by both staff and students and the reasoning behind the travel modes chosen. These questionnaires have also proved useful in helping to identify the barriers preventing staff and students from choosing more sustainable forms of transport. However, since the production of the first Travel Plan in 2011, more reliable measures of transport analysis have been developed. Since 2015, TRICS SAM (Trip Rate Information Computer System Standard Assessment Method for Travel Plans) surveys have been used to determine modal split data.

Due to the change in methodology used, comparisons of modal split data obtained pre-2015 cannot be made. Since 2018, modal data has been split for students and staff to provide more detailed information on travel modes across the University community and enable more specific targeting of incentives to encourage sustainable travel. Data obtained from the first TRICS surveys at BOC in 2015 and BRC in 2017, has therefore not been used in this travel plan update.

In the previous travel plan, a target was set to carry out TRICS SAM surveys at both campuses every two years. However due to the impact of the Covid-19 pandemic, surveys were carried out in April 2018 and April 2022.

**2.2.1 Students’ mode of travel**

Comparison of the data obtained in 2018 and 2022, for the mode of travel by students (Figure 5), shows that for both campuses the main mode of travel remains as on foot. This figure has marginally increased for students at BOC (64.4% in 2018 and 66.7% in 2022) and substantially increased for students at BRC (33.3% in 2018 and 47.9% in 2022).

*Figure 5 Most students walk to campus*

The percentage of students travelling by bus has also increased for both campuses, albeit more significantly for students travelling to BRC. This may be due to the abolition of charges for the bus for students in September 2018, after the first survey was carried out.

Other notable changes in travel modes are the dramatic reduction in single use car journeys to BRC and reduction in car sharing by students at each campus. The reduction in single use cars to BRC corresponds to the increases in more sustainable travel such as bus and train use. Reasons why car sharing has decreased at both campuses is unclear, although more communication on the advantages of car share by the SU could help to reverse this trend.

Cycling is still not a preferred mode of travel for students at either campus, with a substantial drop in the percentage of students cycling to campus at BRC. On-line surveys have suggested that although many students highlight that they do not have a bicycle with them at University, they are not interested in bicycle hire, or purchasing a bicycle while at University.

**2.2.2 Staff mode of travel**

Comparison of the data obtained in 2018 and 2022, for the mode of travel by staff (Figure 6), shows that for both campuses, the most common mode of travel currently is by car as single occupants (54.7% and 54.8% for the Chichester and Bognor campuses respectively in 2022, compared with 36.0% and 37.8% in 2018). Multiple occupancy vehicle rates have fallen on both campuses over the same time period (13.4% down to 9.2% for Chichester and 23.0% down to 16.8% for Bognor).

*Figure 6 Most staff now drive to campus*

Consequently, in absolute terms, the total number of car journeys onto the campuses have fallen. There were 2393 single occupancy vehicle journeys onto both campuses in 2018 compared with 2371 in 2022. The number of multiple occupancy vehicles have fallen from 996 in 2018 to 467 in 2022. Thus, in total, there were 530 fewer car journeys recorded in 2022 than in 2018 even though as a proportion of the number of journeys onto the campus, single occupancy vehicles are now the most common choice.

Analysis of staff addresses show a close correlation between those who live in Chichester (28.7%) or Bognor (18%) and the percentage of staff who walk to work to those campuses. Thus, many of those who can walk to work appear to be doing so.

Of the remaining staff, 17% live elsewhere in West Sussex, 7.4% live in East Sussex, 19.1% live in Hampshire and 9.4% live further afield. Of those members of staff, bus usage and shared vehicle usage is less popular than it was pre-pandemic, whereas train usage has increased slightly.  Some of this change in behaviour may have been driven by a response to the COVID pandemic when car sharing was discouraged.

Summary of the TRICS surveys and information on the TRICS methodology used, is included in Appendix 1.

**2.2.3 Progress to previous targets set in the Travel Plan 2017 to 2022**

Monitoring and measuring of the progress to the targets set in the previous travel plan was severely affected by the disturbance in travel caused by the Covid-19 pandemic. Although baseline data for student and staff modes of travel, as separate entities, was produced in April 2018, no further TRICS SAM surveys could be carried out until April 2022 (Table 2). No measure of progress to the interim targets set for the end of the 2019/20 academic year, could therefore be obtained. Progress to the final targets set for the end of the academic year were however obtained from TRICS SAM surveys in April 2022. Surveys are carried out in April to monitor travel modes at the end of the academic year to ensure realistic data is obtained before the start of the examination and assessment period, when travel patterns are subject to change.

Results obtained (Table 2) show that both zero and low carbon targets for students’ mode of travel were met. In contrast, those for staff were not met. This was due to a considerable increase in the number of staff travelling to campus by car alone in April 2022, as mentioned in section 2.2.2.

An electric vehicle was purchased for our cleaning services team with charging points installed at both campuses, improving the proportion of fleet vehicles which are low or zero carbon.

*Table 2 Progress to previous targets*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Objective** | **Interim Target** | **Target met?** | **Final Target** | **Target met?** |
| Increase in zero carbon travel (cycling and walking) for staff. | 0.25% increase by the end of the 2019/2020 academic year. | Baseline data produced April 2018. Survey not repeated in April 2020 or 2021 due to Covid. | 0.5% increase by the end of the 2021/2022 academic year. | No 8.5% decrease - more statistical analysis will be undertaken |
| Increase in zero carbon travel (cycling and walking) for students. | 0.25% increase by the end of the 2019/2020 academic year. | Baseline data produced April 2018. Survey not repeated in April 2020 or 2021 due to Covid. | 0.5% increase by the end of the 2021/2022 academic year. | Yes 6.2% increase |
| Increase in zero and low carbon travel (cycling, walking and public transport) for staff. | 0.5% increase by the end of the 2019/20 academic year. | Baseline data produced April 2018. Survey not repeated in April 2020 or 2021 due to Covid. | 1.0% increase by the end of the 2021/2022 academic year. | No 17.9% decrease - more statistical analysis will be undertaken  Includes car share |
| Increase in zero and low carbon travel (cycling, walking and public transport) for students. | 0.5% increase by the end of the 2019/20 academic year. | Baseline data produced April 2018. Survey not repeated in April 2020 or 2021 due to covid. | 1.0% increase by the end of the 2021/2022 academic year. | Yes 3.3% increase  Includes car share |
| Improvement in the proportion of fleet that are low or zero carbon. |  |  | By the end of the 2018/19 academic year. | Electric vehicle purchased for cleaning services. |
| Reduce 12 hour vehicle trips associated with the Technology Park development by 15%. |  |  | By September 2024 | Data not yet available. |

# 3.0 Campus developments

# The University is undergoing a period of expansion and has plans to increase its student accommodation offering by building an additional 500+ bedrooms at the two campuses of the University by 2026/27. This additional accommodation will be built to a BREEAM5 Excellent standard or similar, to ensure that travel along with other important aspects, such as energy efficiency, circularity of materials and biodiversity, are all carefully considered by the developers. In addition, any refurbishment programmes will ensure a BREEAM ‘very good’ rating or similar is achieved. Current restrictions on residential students bringing cars on to campus will be extended to all new accommodation facilities.

The University also has an outstanding action from the construction and opening of the Tech Park in September 2018.In order to reduce the traffic impact of this development and comply with WSCC’s Development Travel Plan Policy6 a target was set to reduce the number of vehicle trips generated over a 12 hour period (Weekday 7am to 7pm) by the site by a minimum of 15%, five years after the building is occupied. A baseline travel assessment for the site using TRICS data for similar operations, suggested that the development will generate an additional 269 trips. The University therefore has a target to reduce 12 hour vehicle trips to 229 by September 2024 (five years after the new development reaches 50% occupancy). Progress to this target will be addressed in this travel plan.

# 

# 4.0 Objectives and Targets

**4.1 Objectives**

The following objectives have been established for this plan:

1. Increase the percentage of staff and students travelling to the University by zero carbon methods.

2. Improve the quality of emissions data attributed to commuting, business travel and the supply of goods and services.

3. Reduce carbon emissions from business travel and the supply of goods and services to the university.

4. Ensure new developments on campus contribute to the targets set in this travel plan.

**4.2 Targets**

The United Nations Sustainable Development Goals have been used as the basis to set the objectives and targets in this Travel Plan in line with our Sustainability Strategy 2023 to 2025 and specifically to help the University meet its’ target of net zero carbon by 2045.

TRICS SAM surveys will continue to be used to determine travel modes of our staff and students, carried out on a two-yearly basis. Target dates have been set to coincide with this data acquisition.

*Table 3 New Travel Plan Targets 2023 to 2028*

|  |  |  |
| --- | --- | --- |
| **Initiative** | **Target** | **Target date** |
| Reduce single occupancy staff commuting. | Staff commuting by car alone reduced to 50%.  Staff commuting by car alone reduced to 40%.  Staff commuting by car alone reduced to 30%. | April 2024  April 2026  April 2028 |
| Reduce single occupancy student commuting. | Student commuting by car alone reduced to 15%.  Student commuting by car alone reduced to 12%.  Student commuting by car alone reduced to 10% | April 2024  April 2026  April 2028 |
| Decrease emissions from commuting. | Target set for commuting emissions. | September 2028 |
| Decrease emissions from business travel. | Target set for business travel emissions. | September 2028 |
| Decrease emissions from bus travel. | All Buses subject to contract by the University (currently U7 and U8) to be zero carbon. | September 2028 |
| Increase the number of staff and students commuting using electric or hybrid vehicles. | 5% increase in staff and students commuting using electric or hybrid vehicles from baseline in Sept 2023. There will be a salary sacrifice scheme for staff to support this. | End of 2026 |
| Improvement in the proportion of fleet that are low or zero carbon. | 100% of fleet vehicles low or zero carbon. | 2028 |
| Ensure new developments on campus contribute to the targets set in this travel plan. | BREEAM excellent or similar achieved for all new builds and BREEAM very good or similar achieved for all refurbishments | Ongoing from 2026. |

**5.0 Action Plan**

An action plan to achieve the targets in Section 4.2 has been produced. It is anticipated that this will be a live document updated throughout the five-year duration of this travel plan.

|  |  |  |  |
| --- | --- | --- | --- |
| **Target** | **Key actions** | **Timescale** | **Responsibility** |
| Reduce single car occupancy staff commuting  50% of staff commuting by car alone by 2024.  40% of staff commuting by car alone by 2026.  30% of staff commuting by car alone by 2028. | Provide discounted bus travel for staff on the U7 and U8 services. | 2025 | Head of Campus and Residential services |
| Join scheme such as EASIT enabling discounted train fares. | 2025 | Environmental and Sustainability Co-ordinator |
| Investigate provision of staff personal travel plans. | 2027 | Environmental and Sustainability Co-ordinator |
| Review the potential for an exclusion zone for staff permits with permits available for specific circumstances implemented. | 2027 | Chief Human Resources Officer and Head of Campus and Residential services |
| Reduce single car occupancy student commuting  15% of students commuting by car alone by 2024.  12% of students commuting by car alone by 2026.  10% of students commuting by car alone by 2028. | Consider an incentive scheme for sustainable travel, such as the provision of food or drink vouchers. | Before April 2024 | Head of Campus and Residential services and Environmental and Sustainability Co-ordinator |
| Join scheme such as EASIT enabling discounted train fares. | 2025 | Environmental and Sustainability Co-ordinator |

|  |  |  |  |
| --- | --- | --- | --- |
| **Target** | **Key actions** | **Timescale** | **Responsibility** |
| Increase the number of staff and students commuting using electric or hybrid vehicles.  5% increase in staff and students commuting using electric or hybrid vehicles from baseline in Sept 2023 by end of 2026 | Implement a salary sacrifice scheme for electric vehicles  Install electric vehicle charging points on campus.  Incentivise low or zero carbon commuting by linking to car parking charges. | 2024  2024  2026 | Human Resources Manager (Management Information)  Director of Estates  Head of Campus and Residential services |
| Improvement in the proportion of fleet that are low or zero carbon to 100%. | All new fleet vehicles to be hybrid or fully electric. | Ongoing to 2028 | Head of Campus and Residential services |
| Decrease emissions from commuting. | Develop systems to measure scope 3 emissions from commuting, to enable reduction targets to be set. | September 2025 | Environmental and Sustainability Co-ordinator |
| Target for reduced commuting or emissions avoided set. | September 2028 | SEEM and Environmental and Sustainability Co-ordinator |

|  |  |  |  |
| --- | --- | --- | --- |
| **Target** | **Key actions** | **Timescale** | **Responsibility** |
| Decrease emissions from business travel | Policy for sustainable business travel, including field trips approved and introduced. | September 2024 | Environmental and Sustainability Co-ordinator approved by SEEM and VCG |
| Develop systems to measure scope 3 emissions from business travel, to enable reduction targets to be set. | September 2025 | Environmental and Sustainability Co-ordinator |
| Target for business travel emissions set. | September 2028 | SEEM and Environmental and Sustainability Co-ordinator |
| Decrease emissions from bus travel | Investigate bus contract by the University (currently U7 and U8) to be zero carbon. | September 2028 | Head of Campus and Residential services |
| Decrease emissions from the supply of goods and services | Develop systems to measure scope 3 emissions from the supply of goods and services, to enable reduction targets to be set. | September 2028 | Environmental and Sustainability Co-ordinator |
| Reduce 12 hour vehicle trips associated with the Technology Park development by 15%. | Carry out TRICS SAM style surveys | September 2023 and September 2024 | Environmental and Sustainability Co-ordinator |
| Ensure new developments on campus contribute to the targets set in this travel plan. | Meet BREEAM excellent or similar for new builds and very good or similar for refurbishments scoring full marks for the transport elements. | 2026 onwards | Director of Estate Management |

## Monitoring and Review

The Travel Plan targets described in Section 4.2 will be monitored by the Travel Group and Sustainability, Environment and Energy Management group (SEEM).

West Sussex County Council requires that Travel Plans be monitored in accordance with the Trip Rate Information Computer System (TRICS) UK Standard Assessment Method for Travel Plans (SAM). In the University’s experience, this appears to be the most reliable form of travel measurement and so will be adopted as the main measure against the targets. In order to monitor the worst case scenario for travel when most students will be present on the campuses, TRICS SAM surveys will continue to carried out at both campuses in April 2024, April 2026 and April 2028. This will provide data at the end of the relative academic years, but avoids the student examination and departure period in May. In order to determine the effect of Travel Plan initiatives on both parts of the University community and tailor future plans, future TRICS surveys will continue to distinguish responses between students, staff and visitors.

In the interim periods, travel surveys in the form of a questionnaire, or focus groups, may be used to gauge whether progress is being made to remove constraints to sustainable travel and provide information required to determine commuting emissions.

The Travel Group will meet at least every six months to monitor progress and achievement of actions. The composition of the Travel Group includes individuals from different areas within the University and SU representatives (Appendix 2). Minutes from Travel Group meetings are reviewed by SEEM. An annual review of the plan, undertaken by the Travel Group, will ensure that the plan remains robust in terms of both future planned capital developments and growth in student numbers.

**7.0 References**

1) The University of Chichester Sustainability Policy

2) The University of Chichester Sustainability Strategy 2023 to 2028

3) The University of Chichester Strategic Plan 2018 to 2025

4) https://energysavingtrust.org.uk/an-introduction-to-the-sustainable-travel-hierarchy/Sustainable Travel Hierarchy

5) BREEAM UK New Construction Version 6

6) WSCC’s Development Travel Plan Policy

**Appendix 1 TRICS survey summary and methodology**

TRICS is the industry standard method of assessing how much traffic is associated with a site. It can be used for existing developments, or to predict the transport impact of future developments. The TRICS database contains data from surveys made of existing developments, which show in a standard format, for each hour of the day, how many people were recorded arriving and leaving on foot, by bike and by public transport. The number of vehicles, including goods vehicles entering a development are also recorded. TRICS was founded and is owned by six County Councils in the south of England, collectively the TRICS Consortium.

A summary of the information obtained from the TRICS surveys at both campuses is given below.

|  |  |  |
| --- | --- | --- |
| **Campus** | **Date of survey** | **No of people movements recorded** |
| Bishop Otter | Tuesday 24th April 2018 | 5405 |
| Bishop Otter | Tuesday 5th April 2022 | 3442 |
| Bognor Regis | Wednesday 25th April 2018 | 1183 |
| Bognor Regis | Wednesday 6th April 2022 | 890 |

**Appendix 2 Terms of reference for the Travel Group**

The University of Chichester

**Travel Plan Working Group**

**Constitution & Terms of Reference**

1. **Constitution**

The University has established the Travel Plan Working Group.

1. **Membership**

The Environment and Sustainable Development Co-ordinator shall chair the Travel Plan Working Group.

Membership will include:

Environment and Sustainable Development Co-ordinator (Chair)

Head of Campus and Residential Services

Students’ Union President

Student’s Union Sustainability Officer

IT Skills Trainer

Estate Surveyor

Representatives of professional and academic staff interested in sustainable travel

Quorum will be 4 members.

1. **Attendance at Meetings**

Where appropriate, representatives from outside the University may be invited to present information of specific interest to the group. This includes representatives from WSCC who be used as consultees. Students involved in carrying out work related to sustainable travel will be invited to attend meetings, when appropriate.

1. **Frequency of meetings**

The Travel Plan Working Group will meet once a quarter. Meetings may be held at either campus.

1. **Authority**

Where appropriate, information and issues discussed by the Travel Plan Working Group may be reported to the Sustainability, Environment and Energy Management Group (SEEM). Information deemed to be of interest to the Travel Plan Working Group will be disseminated from the Sustainability, Environment and Energy Management Group (SEEM).

1. **Duties**

The primary duty of the Working Group is to ensure that the University encourages staff, students and visitors to travel to the University by more sustainable means, thus reducing the University’s carbon footprint and impact on the local environment and community.

In supporting this, the Group’s duties are to:

6.1 ensure objectives and targets outlined in the sustainable travel plan are met through timely completion of the action plan.

* 1. provide a framework to ensure that appropriate data and other management information is collected in order to measure progress against the output targets.
  2. ensure interested parties including staff, students and the local community are able to provide input into the travel plan.

1. **Reporting arrangements**

The minutes of the Travel Plan Working Group meetings will be circulated to members of the Working Group and SEEM.