

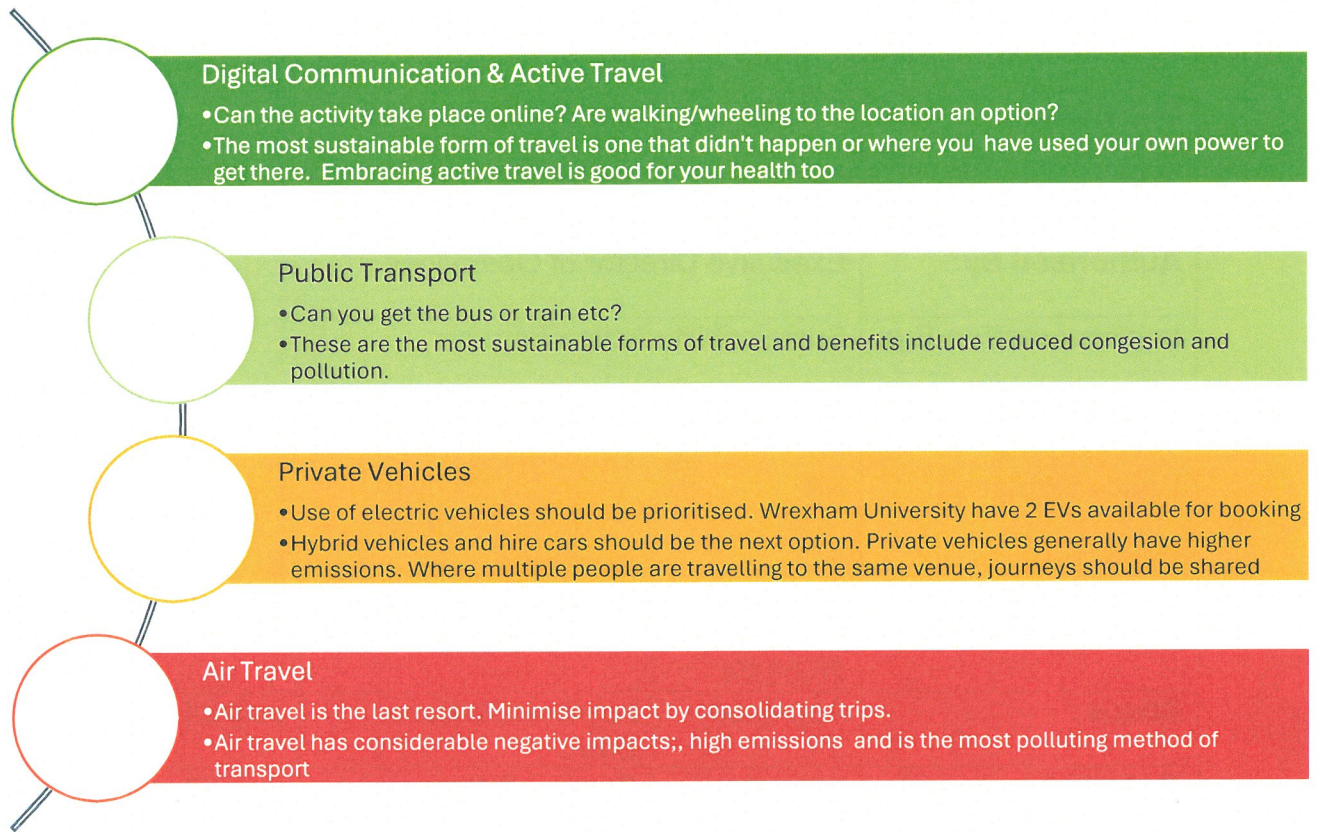
MANAGEMENT CONTROL HEADER			
Department	Estates and Campus Management		
Author	Head of Estates & Campus Management, Safety, Health and Environment Manager		
Authorised By:	Executive Director of Operations		
Implementation By:	Sustainability Action Forum		
Policy Reference:	POEST2324034		
Policy Replaced:	NA		
Version No:	1	Approval Committee:	SLT
Date approved:	Circulated 25.06.24	Minute no:	TBC
Status:	Approved	Implementation Date:	July 24
Period of approval:	3 years	Review Date:	July 27
I have carried out an equality impact assessment screening to help safeguard against discrimination and promote equality.			
I have considered the impact of the Policy/Strategy/Procedure (<i>delete as appropriate</i>) on the Welsh language and Welsh language provision within the University.			

Active & Sustainable Business Travel Policy

Wrexham University are committed to becoming a carbon neutral University and are actively working on reducing direct and indirect carbon emissions that result from our activities. Business travel, while essential for University business, has a negative impact from carbon emissions and impacts on health and wellbeing due to congestion and pollution.

To reduce impact from business travel, Wrexham University require staff and students to adopt a climate conscious approach to business travel. This means taking a considered approach to travel and focussing on gaining maximum benefit from a reduced level of travel through emphasis of quality over quantity.

This policy aims to reduce the overall number of journeys in favour of alternatives such as virtual collaboration tools (e.g. Microsoft Teams, Zoom etc). When planning business travel, low carbon options should be considered in the order outlined in the Travel Hierarchy below:



Air travel is the most polluting form of travel and air travel between locations within Great Britain should be avoided with limited number of exceptions. Exceptions include travel outside mainland Great Britain (including Northern Island, Scottish Islands); to connect with an onward flight to a location outside Great Britain; for disability or other health reason; where caring responsibilities mean that flights are the only viable option to ensure the wellbeing of the travellers and who they care for.

The University is working to increase the sustainable travel options available to staff and students.

- Electric Minibuses and electric cars are available for booking by staff and students. (Refer [University Transport Booking](#))
- Electric charging points are available on all campuses that can be used by staff, students and members of the public (Refer [EV Charging Procedure](#))
- Provide salary sacrifice cycle to work scheme to all staff (Refer [Staff Benefits](#))
- Cycle Hire is available from the Sports Centre (Refer [Bike Hire](#))
- Bike storage racks are available on all campuses
- [Transport for Wales](#) helps you plan all your journeys on Welsh public transport

Signed

A handwritten signature in black ink, appearing to read 'M. Hinfelaar', written over a horizontal line.

Date: 3rd July 2024

Maria Hinfelaar
Vice-Chancellor and Chief Executive

