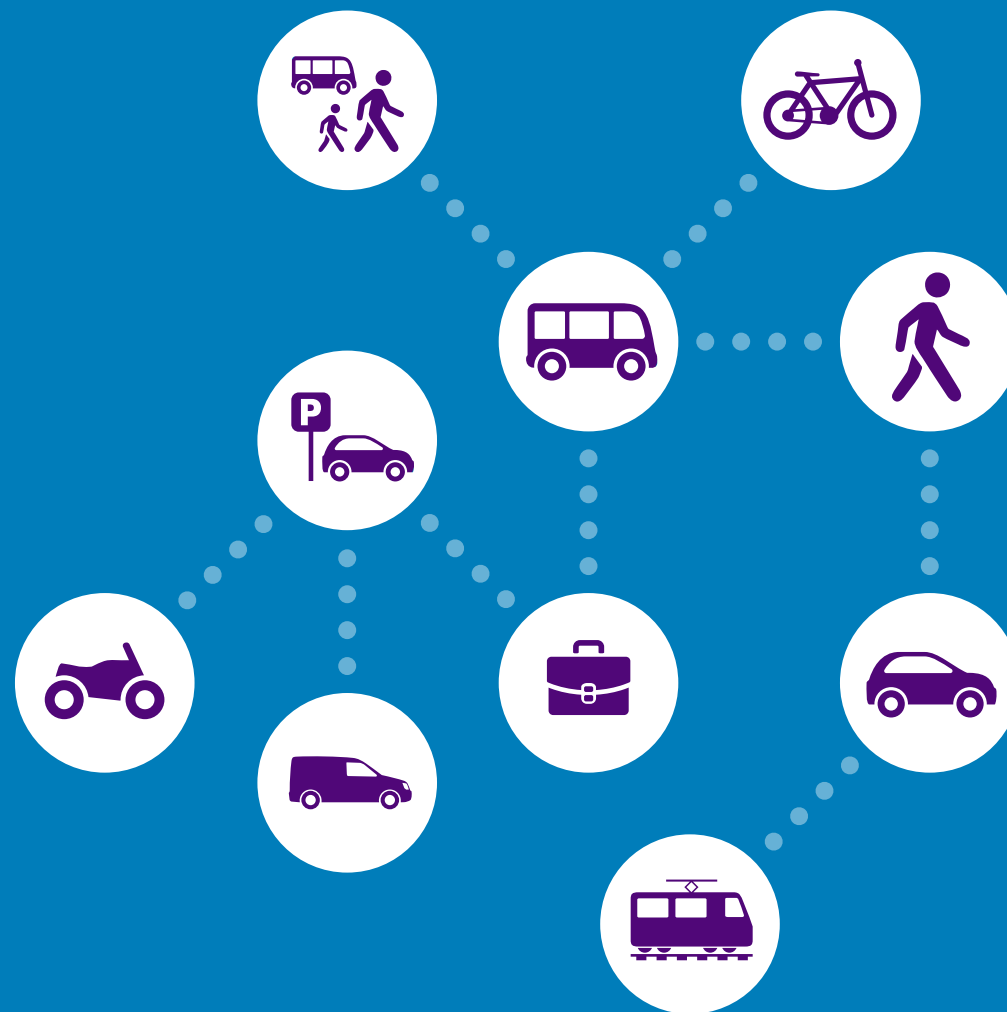




The Scottish Parliament
Pàrlamaid na h-Alba



Scottish Parliamentary Corporate Body Sustainable Travel Plan Plana Siubhal Seasmhach Buidheann Chorporra Pàrlamaid na h-Alba 2023-24





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Action Points for 2023-24

Puingean-gnìomha airson 2023-24



Raising awareness of active travel health benefits (environment, health, money saving, better well-being)



Continue to raise awareness about facilities, incentives, and cycling routes



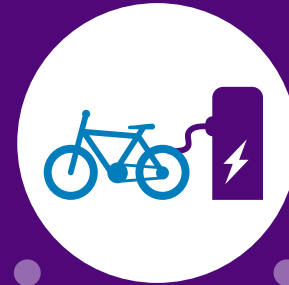
Analyse current travel contracts using the Sustainable Development Impact Assessment Tool



Replace current fleet van with electric vehicle



Encourage use of the sustainable travel hierarchy for business travel



Install e-bike charging facilities



Liaise with bus service provider on improving service reliability, accessibility and on new routes



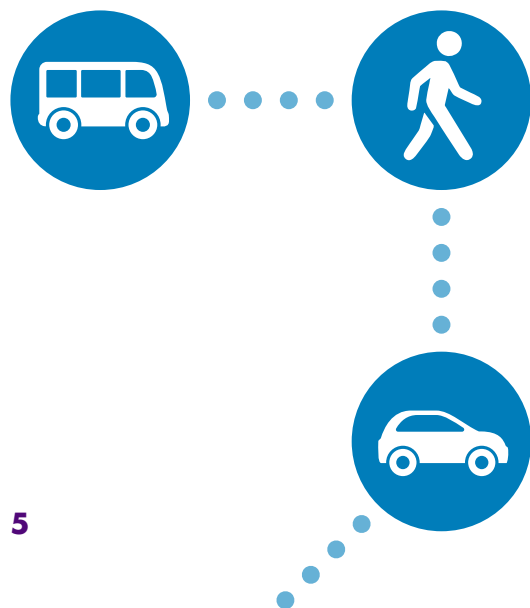
Coordinate with active travel organisations on new walking routes. Promote and continue to raise awareness of walking routes, i.e through online tools



Commitment to tackle single car use

Introduction

Ro-ràdh



The purpose of this document is to provide an updated travel plan and action points to encourage sustainable travel and lower carbon emissions from commuter, business and visitor travel to the Scottish Parliament.

This plan covers 2023-2024 and is a follow on from the [2021-2022 Travel Plan](#). The plan will be set out in four sections as follows:

The first introductory section will set out its purpose, objectives, how sustainable travel actions should be governed, and its associated responsibilities to ensure the plan is carried out effectively.

The second section provides an update from the 2021-22 Travel Plan, looking at any infrastructure changes within the parliament to encourage active travel, as well as any recently published government or council strategies.

The third section of the plan will set out the action points for 2023 and 2024 covering commuter and visitor travel to the parliament.

The final section will provide guidance for 'climate conscious' business travel, encouraging the use of the Sustainable Travel Hierarchy to help reduce our business travel emissions. This plan supports The Scottish Parliament's vision is to become a leader in environmental performance best practice, and to embed sustainability into the heart of its operations.

Ro-ràdh

Introduction

Is e adhbhar na sgrìobhainn seo plana siubhail ùraichte agus puingeagan-gnìomha a libhrigeadh gus siubhal seasmhach a bhrosnachadh agus sgaoilidhean carboin a lùghdachadh bho shiubhal luchd-obrach, siubhal gnìomhachais agus siubhal luchd-tadhail gu Pàrlamaid na h-Alba.

Tha am plana seo a' còmhdach 2023-2024 agus tha e a' leantainn air adhart bho [Phlana Siubhail 2021-2022](#). Bidh am plana ann an ceithir earrannan mar a leanas:

Bidh a' chiad earrann a' mìneachadh adhbhar, amasan, mar a bhios e air a riaghladh, agus na dleastanasan co-cheangailte ri a' phlana gus dèanamh cinnteach gun tèid a choileanadh gu h-èifeachdach.

Bheir an dàrna earrann fiosrachadh às ùr bho Phlana Siubhail 2021-22, a' coimhead air atharrachaidhean bun-structair sam bith anns a' phàrlamaid gus siubhal gnìomhach a bhrosnachadh, agus ro-innleachdan riaghaltais no comhairle a chaidh fhoillseachadh o chionn ghoirid.

Minichidh an treas earrann den phlana na puingeagan-gnìomha airson 2023 agus 2024 a' buntainn ri siubhal luchd-obrach agus luchd-tadhail don Phàrlamaid.

Bheir an earrann mu dheireadh stiùireadh seachad airson siubhal gnìomhachais a tha 'mothachail air gnàth-shìde, a' brosnachadh cleachdadh na Rangachd Siubhal Seasmhach gus ar sgaoilidhean bho shiubhal gnìomhachais a lùghdachadh. Tha am plana seo a' toirt taic do lèirsinn Pàrlamaid na h-Alba a bhith air thùs chùisean anns na cleachdaidhean àrainneachdail as fheàrr, agus seasmhachd a dhaingneachadh aig cridhe na h-obrach aice.





Purpose Adhbhar

The Scottish Parliament Sustainable Travel Plan is a strategic document outlining our commitments to changing behaviour, operations and infrastructural developments towards more sustainable modes of travel.

Our strategic mission is to meet our vision through ambition and commitment in our response to the climate emergency, and innovation in sustainable development to support our goals as a Parliament.

Our vision

To become a leader in environmental performance best practice, and to embed sustainability into the heart of its operations.





“The provision of services and infrastructure for the mobility of people and goods – advancing economic and social development to benefit today’s and future generations – in a manner that is safe, affordable, accessible, efficient, and resilient, while minimising carbon and other emissions and environmental impact.”

Definition of sustainable travel

UN Independent High-Level Advisory Group on Sustainable Transport

In line with the Scottish Government's climate emergency declaration and a Parliament Net Zero target of 2038, it is important for the Scottish Parliament Corporate Body (SPBC) to act and have ambitious reduction targets in line with the global urgency to mitigate climate change. Combatting emissions related to travel will be a key part in this journey therefore it is important to have a sustainable travel plan in place to ensure travel is accessible, efficient, and resilient while minimising its negative environmental impacts.

Objectives

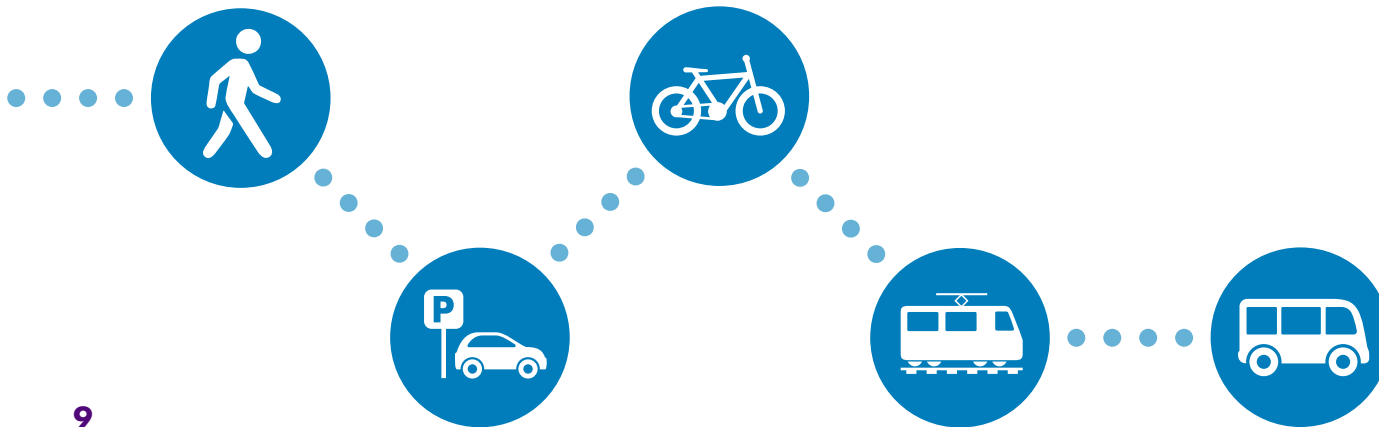
- To improve sustainable commuting and business travel options for staff at the Scottish Parliament.
- To minimise the environmental impacts of commuting and business travel.
- To reduce emissions from travel activities by encouraging the choice of lower emission transport modes and ways of working whenever possible.
- To promote the benefits of active travel and demonstrate how it can be adjusted to an individual’s daily routine.
- To create a positive contribution to the community by reducing congestion and road pollution, and improving road safety.
- To support Transport Scotland and the City of Edinburgh Council in achieving their sustainable transport targets.
- To share knowledge and best practice on sustainable transport.

Governance and Responsibilities

The role of promoting sustainable travel in the Scottish Parliament is carried out by the Sustainability Team, interested individuals from the Sustain Network and the Active Travel Champions. To ensure its effectiveness, the Sustainable Development Performance Manager will be responsible for the implementation of the travel plan and the measures included in it.

The Sustainability Team will work with and provide support to the Sustain Network and Active Travel Champions who will promote sustainable travel information and guidance. The Sustain Network and Active Travel Champions will be the main point of contact for staff who have questions relating to specific modes of travel and they are available to contact through the Parliament's staff intranet.

The Sustainability Team, Sustain Network and Active Travel Champions will have quarterly meetings to coordinate and discuss the implementation and measurement of the travel plan. The Sustainable Development Board will oversee the travel plan implementation, provide advice on high-level decisions, and secure top management support. The Board will have quarterly meetings to discuss the progress of the travel plan.





Updates from previous Travel Plan

Ùrachaidhean bhon Phlana Siubhail mu dheireadh



Building reopened to staff and visitors



Electric parking spaces increased from 6 to 15



2022 Travel survey carried out with a response rate of 52% among SPCB staff



Raised awareness among staff around sustainable travel incentives and facilities



Discussed guidance on business travel using the Sustainable Development Impact Assessment Tool



Closed the Holyrood car park on Car Free Day 2022



Provided free bike servicing for staff



Provided electric bike training sessions at Holyrood in collaboration with Sustrans



Provided links to sustainable travel apps through staff networks



Participated in a sustainable travel case study which compared public sector organisations in Scotland and their sustainable travel facilities



Reviewed locker system and availability



Infrastructure changes to support sustainable travel (outlined in appendix)



These areas continue to be our key focus in terms of delivering a sustainable travel approach. There are several external factors and stakeholder objectives which must also be considered in producing a comprehensive and inclusive plan.

Associated development plans

External initiatives proposed by the City of Edinburgh Council within the Edinburgh City 2030 Transport Vision have come to fruition with the introduction of 20mph zones throughout Edinburgh. In addition, construction to extend Edinburgh's tram line to Newhaven is underway and will be complete in Spring 2023. These initiatives collectively support environmental, road safety and risk reduction benefits whilst promoting and providing active sustainable travel options.

The Council's 2030 Transport Vision includes a [City Mobility Plan](#) which highlights its commitment to be carbon neutral by 2030. This is a three-stage vision - 2022, 2025 and 2030. The initial stage (2022) Low Emission Zones is now in place, along with a workplace parking levy, introduction of a City Centre Transformation Programme and improved public transport arrangements to reduce car trips to Edinburgh Airport. It is recognised that our Sustainable Travel Plan will support this vision and highlights our need to monitor and review our plan annually.

The National Transport Strategy

Laid before the Scottish Parliament by the Scottish Ministers under section 3(1)(b) of the Transport (Scotland) Act 2019.

The National Transport Strategy presents a vision for Scotland's transport system over the next 20 years, which is:

“We will have a sustainable, inclusive, safe and accessible transport system, helping deliver a healthier, fairer and more prosperous Scotland for communities, businesses and visitors.”



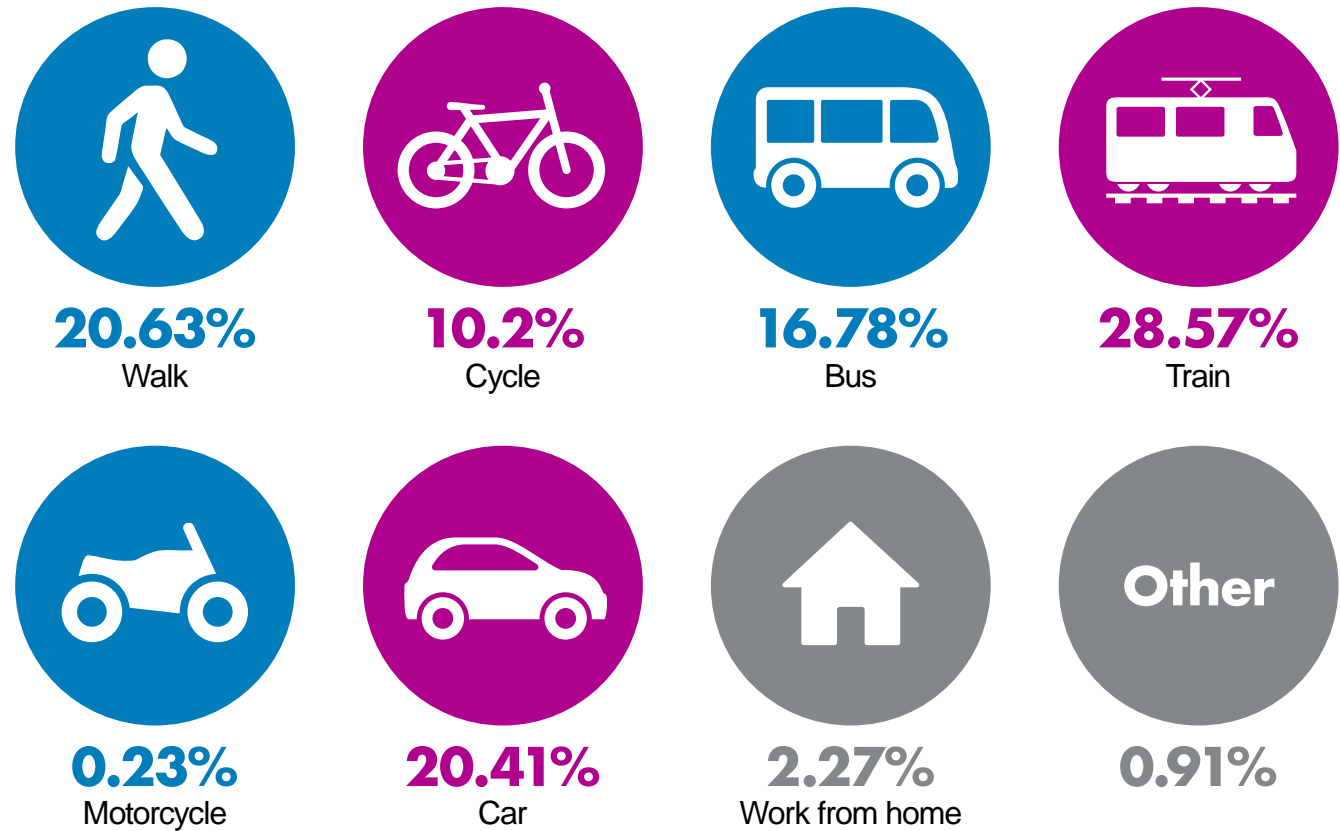
Commuting Patterns Pàtranan Coimiutaireachd

The Annual Staff Travel Survey helps to gain a better understanding of commuting patterns by all passholders and to find out what can be done to support sustainable travel to and from the Scottish Parliament.



This data shows 2022 commuting patterns that are representative of all passholders to the Scottish Parliament. This includes SPCB Staff, MSPs, MSP Staff, contractors and media.

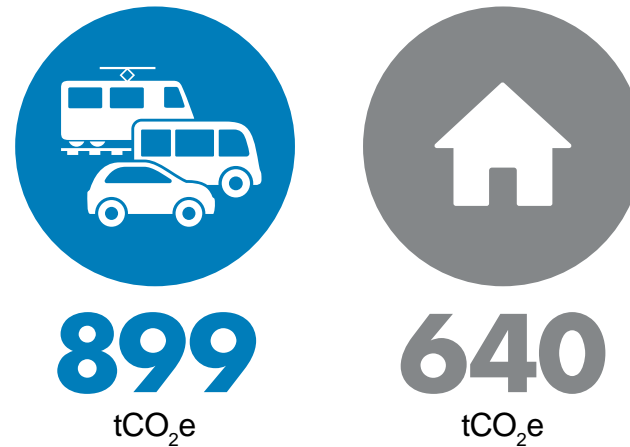
Figure 1. Main mode of transport to the Scottish Parliament



Scottish Parliament Travel Initiatives

- ✓ Active travel champions
- ✓ Bike repair sessions
- ✓ Showers and changing rooms
- ✓ Drying Rooms
- ✓ Cycle2Work scheme
- ✓ Online travel routes
- ✓ Season ticket loan

Figure 2. Annual commuting versus homeworking emissions across all passholders (for context, the average person in the UK emits 13 tonnes of CO₂e per year).



“Flexible working lets me avoid busy times, making cycling to work easier and safer”

Member of SPCB Staff



Spread the cost of your bike purchase with the **Cycle2Work** scheme

“Although business travel for the Scottish Parliament might be small compared to other organisations, it is important we set ambitious targets to set an example for other organisations and do our bit to tackle the climate crisis”.

Member of SPCB Staff

Figure 3. Views on introducing a target to reduce business travel (%).



Data taken from 2022 Travel Survey and [Sustainable Development Impact Assessment Tool](#)

441 respondents to survey:

SPCB staff 66%; MSP staff 25%; MSP 5%; contractors 2%; media 1%; other 1%.

Data from the survey was extrapolated over 3191 SP passholders. Home working calculated using data from survey and 2022 DEFRA emission factors. Further details on carbon can be found in our [Carbon Management Plan](#).



Travel options and actions

Roghainnean agus gnìomhan siubhail

The following actions have been created taking into consideration the previous travel plan, consultation with Sustrans, the City of Edinburgh Council, associated development plans and the results from the 2022 Staff Travel Survey. Discussions have also taken place with the staff Sustain Network, Active Travel Champions and the Sustainable Development Board.

Commuter travel

In relation to sustainable travel and commuting patterns for 2023 and 2024 the following should be considered:

- Supporting working from home options for staff reduces the need for commuting. Since the COVID-19 pandemic, working from home has become common for most staff and a New Ways of Working Policy has been implemented across the Parliament which allows for flexible and hybrid working arrangements.

For key workers who are unable to work from home:

- Flexible working time to reduce the use of public transport during peak times for those who are unable to work from home.
- Compressed working week.





Walking Coiseachd



21% of staff use walking as their main mode of transport to and from Holyrood.

Walking is a **popular mode** for commuting to and from the Scottish Parliament. People walk to work because of time and cost considerations, for health reasons and because they enjoy it.

Those who live within 3 miles of Holyrood are encouraged to walk to the Parliament if they are able. A pedestrian path is available around the Scottish Parliament building, the Royal Mile, Holyrood and Abbeyhill.

Continuing initiatives

- Changing rooms with lockers for wet weather gear
- Organised lunchtime walking tours with Historic Environment Scotland

Future actions

- Coordinate with active travel organisations on new walking routes.
- Promote and continue to raise awareness of walking routes, i.e. through online tools

Cycling Rothaireachd



10% of staff travelled to work by bicycle in 2022.

The main reasons for cycling to work are that it is the quickest option, that people like travelling by bike, for health/fitness and because it is an environmentally friendly choice. Those who live less than 5 miles from the Parliament are encouraged to cycle to work if they are able.

Continuing initiatives

- Interest-free bike loan
- Internal bike parking and cyclist changing and shower facilities
- Cycle to work scheme
- Cycling for work purposes mileage (20p/mile)
- Bike repair sessions
- Electric bike training in collaboration with Sustrans

Future actions

- Continue to collaborate with Sustrans in raising awareness of cycling incentives
- Continue to raise awareness about facilities, incentives, and cycling routes
- Review cycle parking demand and supply



Bus

Bus



17% of staff travelling to Holyrood use bus as their main mode of transport.

The main reasons for people commuting by bus are that it is a cheap and quick option, because there is a lack of a suitable alternative or that people like travelling by bus. Barriers to using the bus include: infrequent services, limited services to Holyrood and fear of COVID-19 transmission.

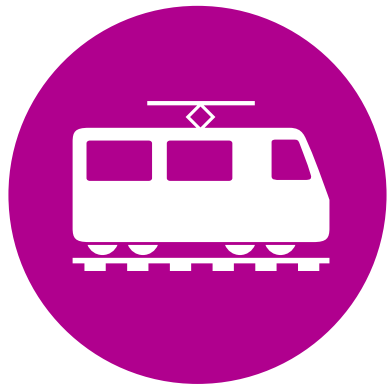
Continuing initiatives

- Link to bus information on parliament website
- Real Time Passenger Information (RTTI) Boards within the building for bus routes
- Provision of a link to park and ride map; there are seven park and ride points around Edinburgh, connected to the rail and bus network
- Interest-free season ticket loans

Future actions

- Liaise with bus service provider (LRT) on improving service reliability, accessibility and on new routes
- Increase the awareness and uptake of interest-free season ticket loans

Train Trèana



29% of survey respondents use train as their main form of transport.

Train is currently the **most popular** form of public transport for commuting among Parliament building users.

Most people walk or drive to the local train station, then walk or cycle from Waverley station to the Parliament. The main reasons for people commuting by train are that it is the quickest option, because other modes are less convenient, because of a lack of suitable alternatives or because respondents like travelling by train. Barriers to using the train include the high cost, particularly during on-peak times. It was acknowledged that flexible working allows individuals to avoid on-peak times, making public transport more accessible.

Continuing initiatives

- Interest-free season ticket loans
- Flexible working arrangements to allow staff to get off-peak trains

Future actions

- Increase the awareness and uptake of interest-free season ticket loans
- Increase the encouragement of trains for business travel as opposed to car and plane



Motorcycle

Motar-baidhc

0.23% of respondents used a motorcycle as their main form of transport to Holyrood.

This is a similar trend to previous years.

Continuing initiatives

- Provision of parking spaces for motorcycles at Dynamic Earth

Future actions

- Increase awareness of safety and green driving for motorcycle users



Car Càr



20% of survey respondents use car as their main mode of transport to the parliament.

According to the 2022 staff travel survey, there has been an increase in those travelling to work by car compared to pre-COVID levels. Car commutes are chosen due to lack of suitable alternatives, to meet childcare responsibilities and due to activities during or after office hours. The cars initiative will focus on promoting a switch to electric vehicles and car sharing. The average electric vehicle costs around 2-3p/mile – a fifth of the average conventional vehicle fuel cost – thus will save money in the long term.

Continuing initiatives

- Free membership of car club
- Provisions of information on efficient and low emission cars

Future actions

- Encourage car sharing for those who are unable to use active or public transport
- Provision of information on efficient and low-emission cars (for fuel and electric vehicles)



Parking management

Riaghladh pàircidh



Parking management can support the implementation of the sustainable travel plan and incentivise walking, cycling, public transport and car-sharing journeys.

Continuing initiatives

- 15 dedicated electric charging parking spaces
- Closure of the car park on Car Free Day
- Cycle parking spaces

Future actions

- Review car parking policy



Operational van Bhana- obrachaidh

The existing 12-years-old conventional van will be used until 2024 and alternative transport will be considered.

Future actions

- Review use of the Parliament van



Visitor travel

Siubhal luchd-tadhail



After 2 years of being closed to the public due to the pandemic, the Parliament reopened to visitors in March 2022.

The Scottish Parliament does not provide parking spaces for visitors and encourages them to take active or sustainable travel. Coaches may stop in front of Our Dynamic Earth for up to 15 minutes to drop off and pick up passengers. Visitors can use nearby car parks at St John’s Hill (adjacent to Waverley station), and the public parking space on Horse Wynd, where limited disabled spaces are reserved. Car parks are available nearby at St Margaret’s Loch and Duddingston Loch, which are managed by Historic Scotland. Limited cycle racks for visitors are located at the entrance to the service yard (near the water features) and next to Holyrood lodge on Horse Wynd.

Continuing initiatives

- All debates and committee meetings continue to be streamed online
- Provide up to date information on the Scottish Parliament website about how to get to the Scottish Parliament using public transport, walking and cycling
- Display public transport routes and times in the public foyer

Future actions

- Provide links to sustainable transport apps and options
- Review supply and demand for visitor’s bike parking
- Carry out a visitors travel survey to investigate any barriers to sustainable visitors travel to Holyrood

Business travel

Siubhal gnìomhachais



Business Travel is one of the Parliament's significant sources of carbon emissions and has a significant impact on the delivery of Net Zero.

Business travel emissions at the Parliament for the financial year 2021/2022 were 71.38 tonnes of CO₂e.

There has been a large reduction in business travel since the COVID-19 pandemic and we predict that business travel will stay below pre-pandemic levels as a result of the change in culture and behaviour around business travel.

The emissions from various modes of travel breakdown are as follows:

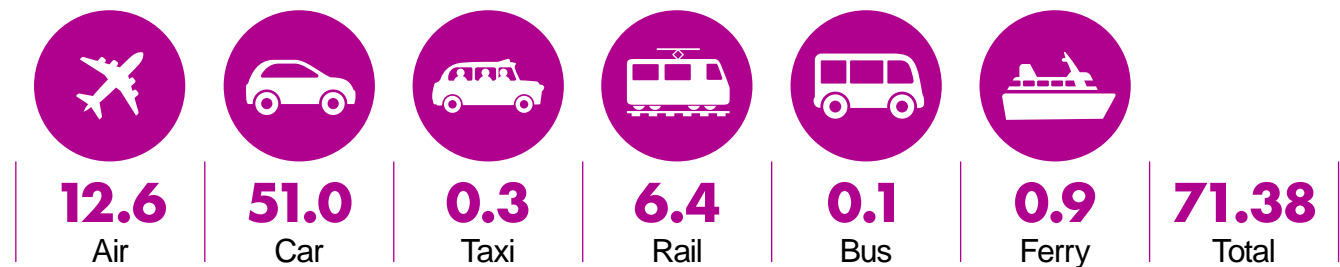


Figure 4. Business travel emission levels (tCO₂e)

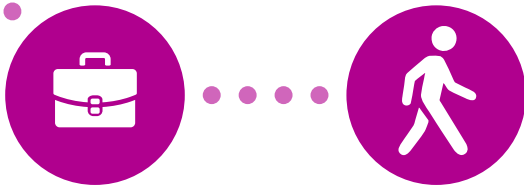


Whilst travel can have numerous advantages in terms of delivering parliamentary operations, exchanging ideas and improving partnerships, the environmental impacts of travel need to be recognised and considered.

While certain travel may be vital for some Parliamentary services, the COVID-19 pandemic has helped identify opportunities to significantly reduce travel associated with some of our activities.

In 2022, Business Travel was discussed using the [Sustainable Development Impact Assessment Tool](#) with the Sustainable Development Board. Key themes drawn out during the workshop highlighted that a strict business travel policy would not be suitable for the Scottish Parliament due to the varying nature of work carried out within parliamentary operations.

Instead, business travel under Parliament operations must consider the environmental, social and economic impacts and weigh these against the expected benefits of our journey and for who these benefits are for.





Marketing and promotion Margaidheachd agus sanasachd



To ensure implementation, it is imperative that people are familiar with and informed about the travel plan.

The following actions will be carried out to promote the travel plan:

- Dissemination of the travel plan through corporate bulletin and Scottish Parliament website and social media account
- Regular provision of information and links related to the sustainable travel plan through the corporate bulletin
- Raising awareness of active travel health benefits (environment, health, money saving, better well-being)
- Using the Scottish Parliament social media account for sharing the active travel stories
- Ensure the travel plan is accessible to those who are visually impaired



Financial considerations

Cùisean ionmhasail



The sustainable travel plan may incur financial implications such as the following:

- Budget allocation for travel challenge or competition prizes
- Budget allocation for marketing and promotion activities

There are several sources of finance that can be considered:

- Sustainability Team budget
- Scottish Government grants

Summary of Action Points

Puingean Gníomha 2023-24

Walking



- Coordinate with active travel organisations on new walking routes
- Promote and continue to raise awareness of walking routes, i.e. through online tools

Cycling



- Continue to collaborate with Sustrans in raising awareness of cycling incentives
- Continue to raise awareness about facilities, incentives, and cycling routes
- Review cycle parking demand and supply



Bus



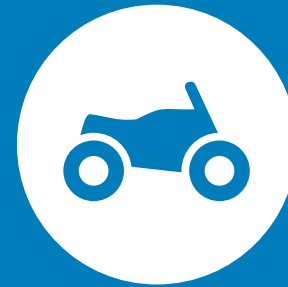
- Liaise with bus service provider (LRT) on improving service reliability, accessibility and on new routes
- Increase the awareness and uptake of interest-free season ticket loans

Train



- Increase the awareness and uptake of interest-free season ticket loans

Motorcycle



- Increase awareness of safety and green driving for motorcycle users



Car



- Encourage car sharing for those who are unable to use active or public transport
- Provision of information on efficient and low-emission cars (for fuel and electric vehicles)

Visitor travel



- Provide links to sustainable transport apps and options
- Review supply and demand for visitor's bike parking
- Carry out a visitors travel survey to investigate any barriers to sustainable visitors travel to Holyrood

Business travel



- Include sustainability into business travel booking system
- Review taxi contract using Sustainable Development Impact Assessment tool
- Develop training on the use of digital meeting platforms
- Explore the possibility of an internal pool bike scheme



Marketing and promotion



- Dissemination of the travel plan through corporate bulletin and Scottish Parliament website and social media account
- Regular provision of information and links related to the sustainable travel plan through the corporate bulletin
- Raising awareness of active travel health benefits (environment, health, money saving, better well-being)
- Using the Scottish Parliament social media account for sharing the active travel stories
- Ensure the travel plan is accessible to those who are visually impaired

Appendix

Background information

Cùl-fhiosrachadh

There are up to 3190 Scottish Parliament passholders who can travel to Holyrood. This includes MSP's, MSP Staff (on average two staff per MSP), SPCB Staff, Scottish Government staff, media, and contractors. Members have four short and one long recess periods, which accounts for about 21 weeks a year. The SPCB employs around 500 staff, who are dedicated to supporting the work of the Parliament and its members. It also ensures that the Parliament building is accessible, environmentally friendly and welcoming to all.

The SPCB employs contractors and agencies to carry out some of its work. Around 400 people work for the SPCB as contractors and agencies. They are engaged in various activities, principally catering, porter services, cleaning and maintenance.

The SPCB and its contractors usually work five days a week for about 44 weeks a year, although security personnel are present on a continuous basis and some contractors also work on weekends.

Throughout the year, various people and organisations – for example the public and the media – visit the building for a variety of purposes. The building hosts numerous events, such as exhibitions, award ceremonies, cultural weeks and summits. Around 300,000 people – approximately 25,000 per month – visit the Scottish Parliament per year.



Changes to building facilities since 2020.

Building facilities	2020 status	2022 status
Parking area	1900m ² use for cars for MSPs, MSP staff, SPCB staff only. All bike parking is in a separate area.	No changes.
Car parking	65 spaces, 47 of which are bookable (including 6 accessible bays and 6 electric charging spaces). There are 7 spaces that are permanently allocated to party leaders, Presiding Officer and Chief Executive.	An additional 9 electric parking spaces have been added, bringing the total to 15 electric charging spaces.
Motorcycle parking	8 parking spaces available.	Motorcyclists now park at Dynamic Earth due to health and safety reasons.
Cycle parking	Parking is available for approx. 100 cycles. Bike repair station featuring a bicycle rack and spare inner tubes.	No further developments.
Changing facilities	Changing rooms are equipped with showers, lockers and towel drying cupboards. Additional lockers added to cope with demand.	Locker availability reviewed in October 2022.



Changes to building facilities since 2020 cont'd.

Building facilities	2020 status	2022 status
Digital meeting facilities	8 digital meeting rooms and 14 conventional meeting rooms available for MSPs and SPCB business activities.	There are now 30 digital meeting rooms available for MSPs and SPCB business activities that offer a consistent and easy-to-use experience. Upgraded video conference system for the debating system which allows dynamic two-way interventions between in Chamber and remote Members.
Sustainable working initiatives	Flexible working hours and working from home.	New Ways of Working policy established which allows for flexible and hybrid working arrangements.
	Active travel incentives and benefits; including claiming bike mileage for business travel, interest-free season tickets loan, and a cycle to work scheme.	No changes.
	Information about active travel options and benefits on the Scottish Parliament website.	No changes.



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