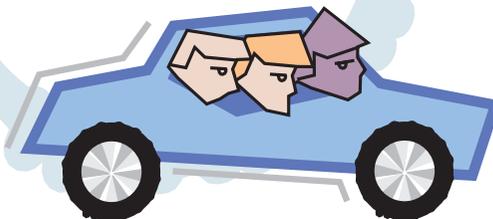


GREEN TRAVEL PLAN



INTRODUCTION

We can all see the effects of the way we travel on our environment, our health and our quality of life. The increasing number of vehicles on the road has produced unsustainable levels of congestion and worsening pollution at peak times. The effects can be felt at a local level, through lengthening journey times and poor air quality, and at a global level through climate change. Travelling by car is becoming more expensive and is often a stressful and frustrating experience.

As a large employer, the travel patterns and choices of Council employees are likely to have a significant impact on local air quality, congestion levels and greenhouse gas emissions.

St Albans City and District Council have reduced business mileage by just over 50% since 2008/09. This **GREEN TRAVEL PLAN** summarises the package of measures that the Council offers its employees to encourage more sustainable transport choices and reduce the Council's impact on

the environment. The document also summarises the measures which the Council aims to introduce by 2018.

The added benefits of changing travel patterns include lower costs, improved productivity and greater health, wellbeing and satisfaction.

The Green Travel Plan will be reviewed by the Chief Executive's Board every two years, with the next review due to take place in 2018.

Further information on the Council's Green Travel initiatives including benefits and discounts, can be found in the Human Resources section of the Intranet. If you would like to comment on the overall strategy please contact sustainability@stalbans.gov.uk

WALKING AND CYCLING



Walking and cycling are the most sustainable methods of transport and also contribute to a healthy lifestyle.

Walking is a great option for staff who live within two miles of the office. Cycling is particularly appropriate for staff living up to five miles from work. If you need to travel within five miles at a peak time, you will most likely find that it's quicker by bike than by car.



We currently:

- Provide cycle racks and secure storage facilities.
- Provide shower facilities for staff at the Council offices as well as facilities to store clothing.
- Provide 'pool bikes' for staff with all the necessary safety equipment including two electric bikes.
- Provide interest free loans for bikes or cycling equipment.
- Provide maps showing all the safe cycling routes across the District.
- Offer flexi-time to encourage more people to walk or cycle to work, particularly if they have time constraints at either end of their working day.
- Offer discounts on the purchase of bikes from local cycling outlets.
- Promote walking routes and group walks in the reception area of the District Offices and on our website and intranet.
- Publicise safe cycling routes to the office on the green travel intranet page.

We aim to:

- Offer tax free loans for bicycles through a salary sacrifice scheme.
- Raise awareness of the health benefits of walking and cycling every spring through promotions, campaigns and staff emails.
- Provide pool bikes for use by staff at Verulamium Museum.



PUBLIC TRANSPORT

St Albans is well connected by bus and rail links to London and the surrounding areas and therefore there are good alternatives to the car for both commuting and business travel.

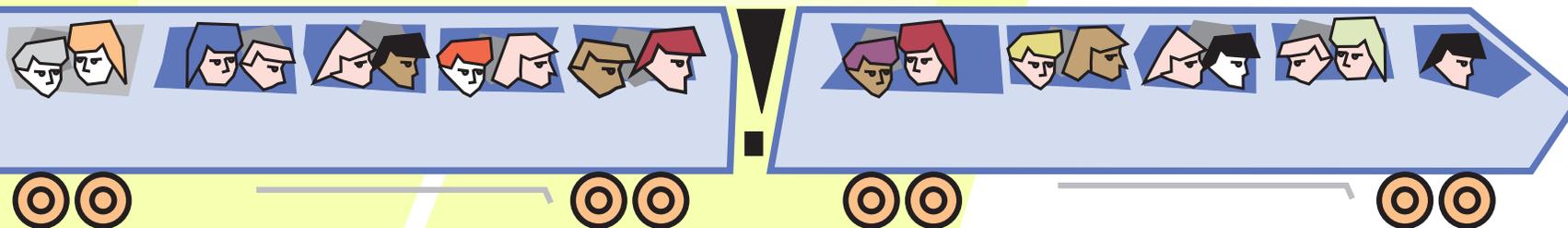
Currently around 11% of Council business miles are travelled via public transport. By improving access to local public transport information and discounts, we hope that staff will opt to use public transport more often where possible.

We currently:

- Offer staff discounts on local bus and rail tickets.
- Provide interest free loans to staff for discounted annual rail seasons tickets through a salary sacrifice scheme.
- Monitor bus and rail travel for business purposes.
- Provide information to visitors on how to reach our offices using public transport, via the Council website.

We aim to:

- Continue negotiations with local bus and rail companies for discounted travel arrangements for staff.
- Maintain a green travel page on the Council's intranet site providing information on Council transport initiatives and web links to public transport journey planners and information sites.



RESPONSIBLE CAR USE

Although the car is often the most appropriate choice, there are ways we can reduce the impacts, whilst still retaining travel flexibility and choice.

Council employees travel around 143,000 miles per year by car for business purposes. This is equivalent to driving round the earth almost 6 times.

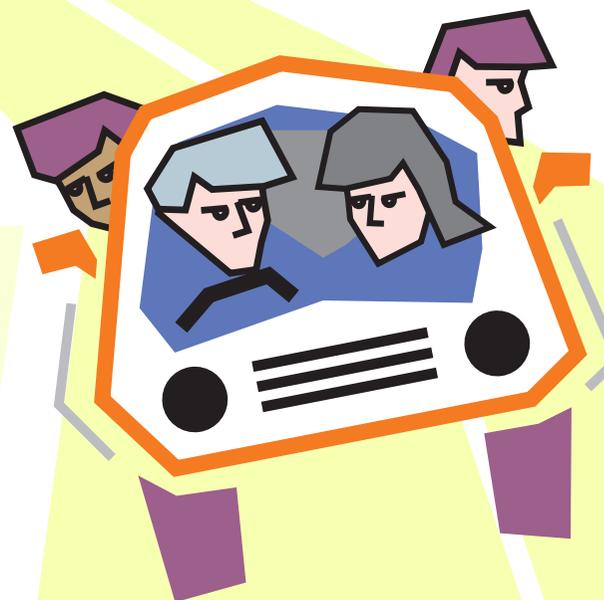
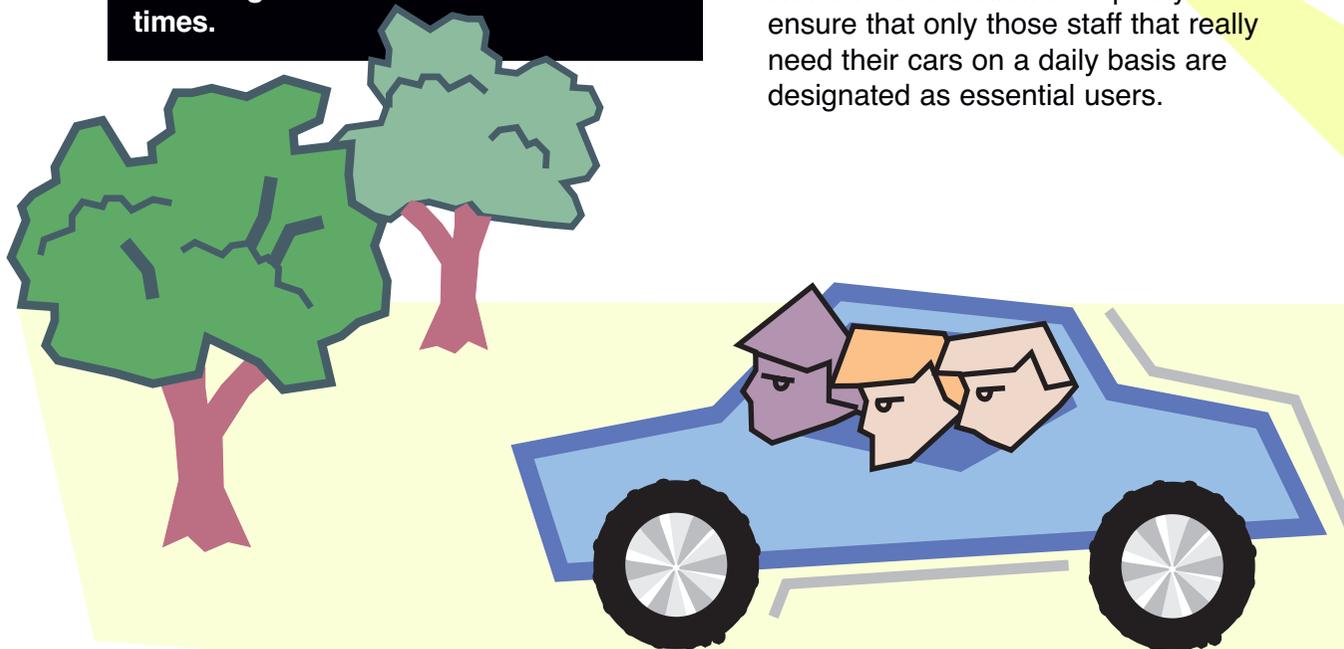
We currently:

- Encourage staff and visitors to car share by registering on the car sharing database www.hertsliftshare.co.uk
- Provide facilities to enable staff to work from home and thus reduce commuter miles.
- Review our car allowance policy to ensure that only those staff that really need their cars on a daily basis are designated as essential users.

We aim to:

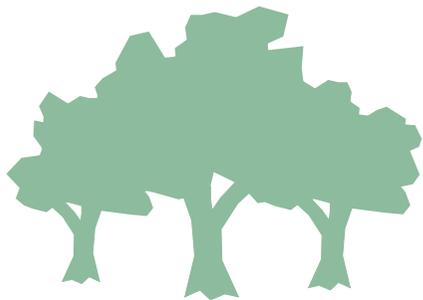
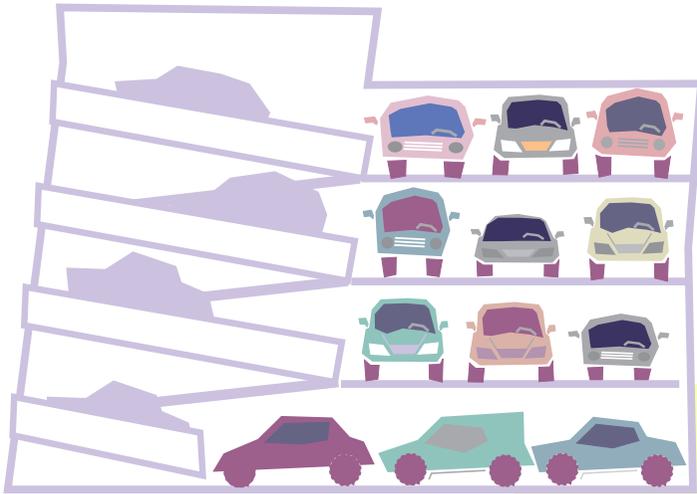
- Explore options for using communications technologies to reduce or remove the need to travel (i.e. instant messaging and video conferencing facilities).

We travel 65% further by car in Hertfordshire than the UK average.



FLEET AND LEASING VEHICLES

The Council owns a small fleet of vehicles. We employ contractors who use vehicles to provide their services. We also offer a vehicle-leasing scheme to qualifying staff.



We currently:

- Limit lease cars registered after April 2016 to a maximum emissions rating of 125gm CO₂.
- Provide information to staff opting in to the lease car scheme on vehicle CO₂ emissions and tax implications to help them to choose the most suitable vehicle.
- Give full consideration to environmental criteria such as emissions ratings and fuel efficiency when replacing Council fleet vehicles and arranging new vehicle leases.
- Ask potential Council contractors to demonstrate the measures they will take to reduce fuel use and minimise greenhouse gas emissions.

We aim to:

- Review the emissions limits of the lease car scheme every two years, in line with national manufacturing standards.
- Encourage Council contractors to use efficient vehicles, alternative fuels and systems for reducing mileage, when working on behalf of the authority.
- Promote fuel efficient driving practices to staff.
- Utilise local electric car club vehicles for ad hoc use by Council staff when available.

