



Stevenage Borough Council

Green Travel Plan

2013 to 2018



Green Travel Plan 2013 to 2018

Foreword

Every Member and employee of Stevenage Borough Council can, through the choices they make, contribute to the reduction of the council's carbon footprint.

By reducing the amount of solo journeys we make to work, coming instead on foot, by bicycle, by public transport or by car sharing we can all help the council achieve one of its key aims to protect and enhance the environment.

This plan sets out policies to help and encourage us to reduce our dependency on the motor car and in so doing improve both our own health and that of our environment.

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Introduction

There is now an accepted scientific consensus that global warming is taking place and that it is attributable primarily to the increased levels of greenhouse gases (primarily carbon dioxide but also nitrous oxide, methane and ozone) in the atmosphere trapping solar radiation to cause a “greenhouse effect”.

Domestic transport accounts for 24% of total UK greenhouse gas emissions and 95% of this is attributable to road transport alone. Passenger cars account for 55.2% of the domestic transport total. Between 1990 and 2008 these emissions increased by 6%.^(1a)

This plan has been created as a response to these concerns and also concerns about local air pollution, traffic congestion and health. The overall aim of this plan is to encourage a reduction in our dependence on the car by shifting towards more sustainable ways of travelling such as cycling, walking, public transport and car sharing.

In order to find out current staff travel patterns, and give base line data, a staff travel survey was conducted in 2011. The results showed that three quarters of us are heavily dependent on our cars but also indicated that the provision of practical and convenient alternatives, combined with increased awareness and a few incentives, had the potential to encourage us to review our current means of transportation.

Nationally, the average distance travelled per person remained fairly steady until 2007 but then started to decline. The number of trips taken per person in 2010 was the lowest level recorded since in mid 1970s. Between 1995 and 2010, trips by private modes of transport fell by 14% whilst public transport trips increased by 8%. However walking trips saw the largest decrease⁽¹⁵⁾. It would appear therefore that the recession and increasing fuels costs and government policy are already starting to reduce car use and increase the use of buses and trains. However there is clearly much more that needs to be done to increase walking and cycling in particular and this will be a primary aim of this plan.

In this Green Travel Plan targets are set for the proportion of staff travelling by each mode of transport. To achieve these targets we must implement a rolling programme of short, medium and long-term actions and these are detailed in the Action Plan at appendix 1.

N.B. Throughout this plan, reference to “staff” includes SBC staff at all levels and all Members of the Council.

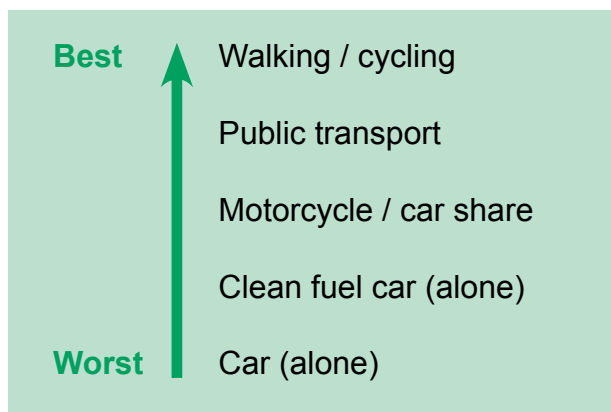


Objective

The main objective of this green travel plan is to reduce the environmental impact of the journeys we make both in commuting to work and in carrying out our duties.

This can only be achieved in two fundamental ways:

1. By reducing the distance we travel.
2. By using more sustainable modes of travel (as illustrated by the “Transport Hierarchy” below) more often.

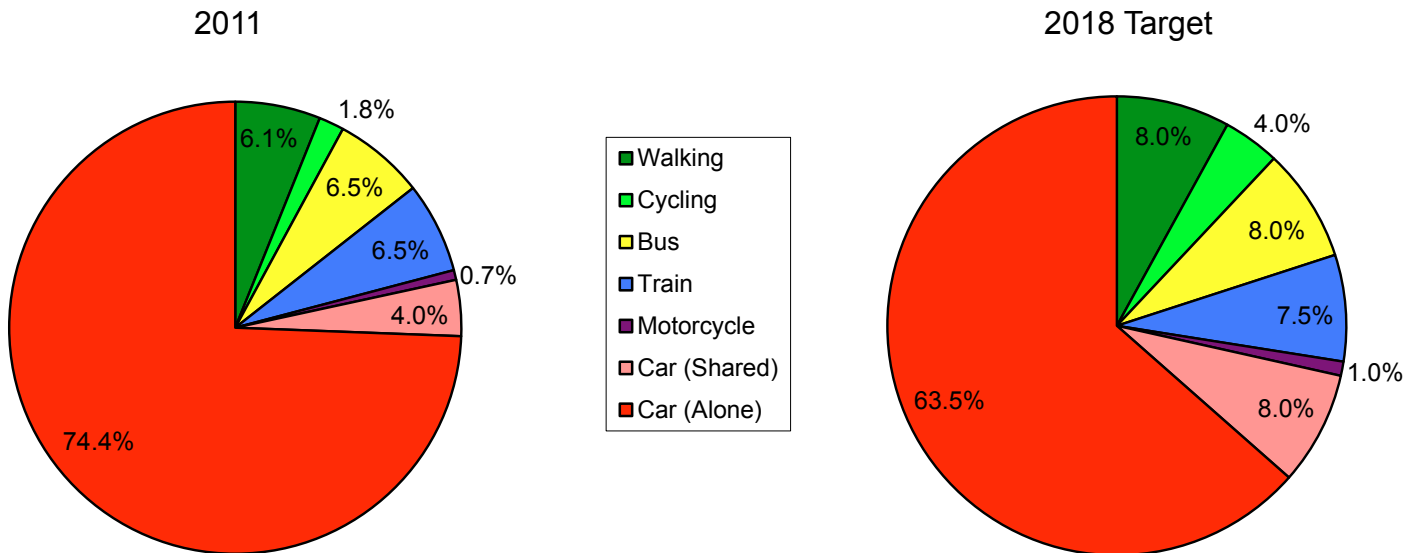


Targets

Data from the 2011 staff travel survey gave a clear picture of the modes of transport used primarily by staff for their commute to work. This information is summarised below along with the 2018 targets for each mode. Some targets are more ambitious than others depending on the perceived potential in Stevenage.

	2011	2018
Walking	6.1%	8.0%
Cycling	1.8%	4.0%
Bus	6.5%	8.0%
Train	6.5%	7.5%
Motorcycle	0.7%	1.0%
Car (Shared)	4.0%	8.0%
Car (Alone)	74.4%	63.0%
	100%	100%

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Strategic context

This green travel plan supports the council’s strategic priority to “Maintain a clean and green environment”. It links to, and should be read in conjunction with, the following legislation, policy and guidance:

International:

Kyoto Protocol 1997
Copenhagen Accord 2009

National:

The UK Climate Change Act 2008
Stern Review on the Economics of Climate Change 2006

Hertfordshire County Council:

Local Transport Plan (LTP3) 2011-31
Stevenage Urban Travel Plan 2010
Active Travel Strategy 2013

Stevenage Borough Council:

The Stevenage Community Strategy 2007
Climate Change Strategy 2009
Air Quality Strategy 2005
Cycling Strategy 2002-2022



Walking

Policy 1 - The council will promote walking to staff and members.

Until the advent of mechanical transport in the late 19th century, walking was the only form of transport available to the vast majority of ordinary people. Our bodies have evolved over millennia to get around on two feet and are built for walking as a result.

When you walk briskly, your heart pumps blood containing oxygen and nutrients around your body. The heart is a muscle which, like any muscle, needs physical activity to keep it in good condition. Why spend money going to the gym when it may be feasible for you to get the exercise you need walking to work?

Physical inactivity is a major health risk and is one of the main causes of death and disability in the developed countries of the world. Over one in every five cases of coronary heart disease in developed countries is due to physical inactivity.⁽³⁾ Inactive people have almost double the risk of dying from coronary heart disease compared with active people.⁽⁴⁾ Coronary heart disease by itself is the most common cause of death in the UK. Around one in five men and one in seven women die from the disease.⁽⁵⁾

Regular walking can help reduce your risk of coronary heart disease. It can also reduce your risk of stroke, diabetes, obesity and osteoporosis. To keep your heart, lungs, muscles and bones in good working order, the Department of Health recommends that you should do a total of at least 30 minutes of at least moderate-intensity physical activity a day, on five or more days a week.⁽⁴⁾ Moderate-intensity physical activity means working hard enough to make you breathe more heavily than normal and become slightly warmer, but not so hard that you are unable to talk and exercise at the same time, or that you become exhausted. Brisk walking is a good example of moderate-intensity activity that gives your heart the workout it needs.

Across Hertfordshire, the modal share of journeys to work by foot is 8%⁽⁷⁾

One would expect Stevenage to compare favourably to the county average as the town is compact and densely populated but our survey showed that, in total, only 6.1% of SBC employees commute by foot.

Studies have shown that average walking speeds vary between 2.8mph to 3.4mph depending primarily on age.⁽⁶⁾ Thirty minutes of walking at 3mph would enable you to cover 1.5 miles; a reasonable walking commute.

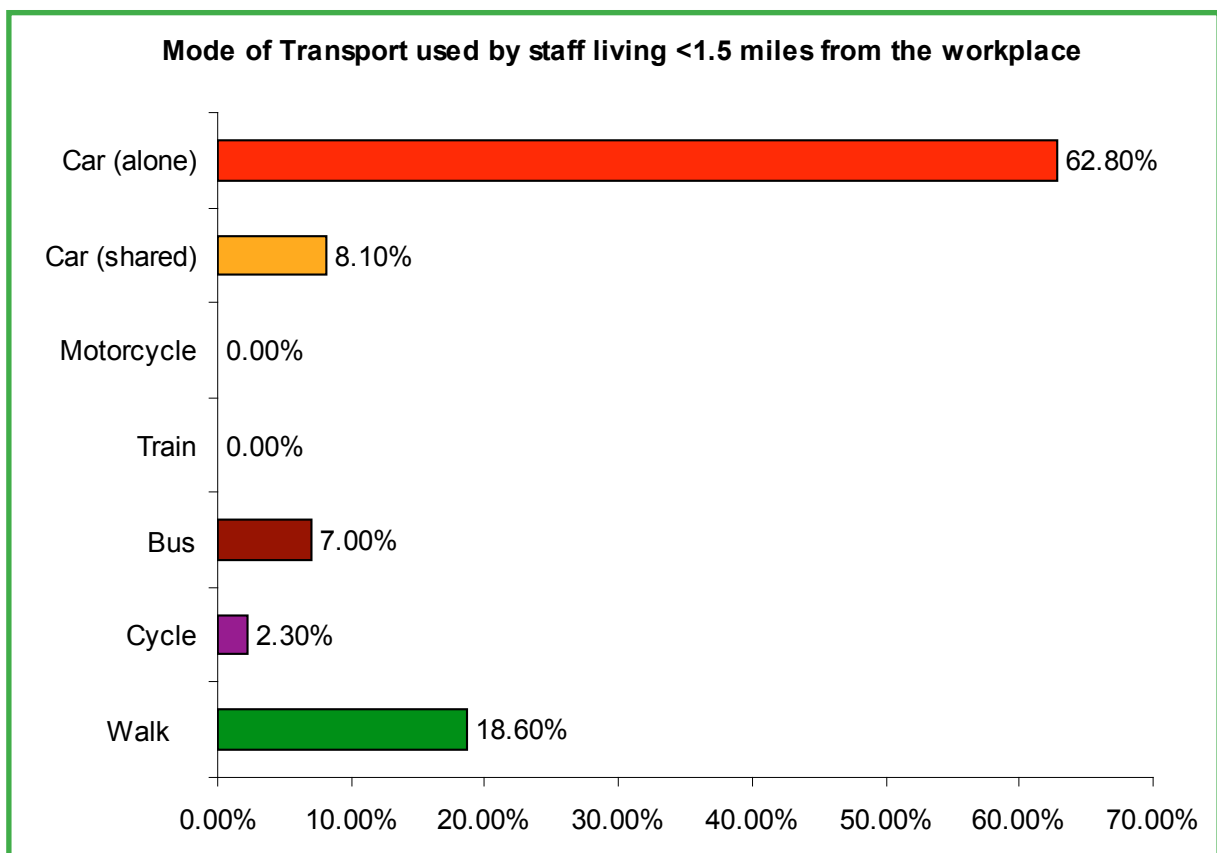
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31.5%

of people working at SBC live within 1.5 miles of their workplace. (based on 279 responses - staff survey 2011)

18.6%

Only 18.6% of these people currently walk to work while 70.9% commute by car.



Clearly there is enormous scope to reduce the number of people who currently drive their cars less than 1.5 miles to get to work. Policies are needed to encourage these people, at least when the sun is shining, to walk to work instead.

Target 1

To increase the proportion of staff who walk to work from 6.1% in 2011 to 8.0% in 2018.



Cycling

Policy 2 - The council will promote cycling to staff and Members.

All the health benefits attributable to walking apply even more so to cycling. It is widely acknowledged that cycling is one of the best ways for people to achieve good health and fitness. People who cycle regularly live longer than those who do not and lead healthier lives.⁽⁸⁾ Indeed, cycling regularly to work has been shown to be the most effective thing an individual can do to improve health and increase longevity, and this applies even to people who are already active in sport and other physical activities.⁽⁹⁾ Cyclists typically have a level of fitness equivalent to being 10 years younger.⁽¹⁰⁾ Regular cyclists take one sick-day less per year⁽¹³⁾, so increasing the number of staff cycling should help the organisation to achieve its targets for sickness absence reduction.

Across Hertfordshire it is estimated that 43% of adults own a bike but only 2% of trips were made by bicycle.

Stevenage is blessed with a remarkable cycleway network in excess of 40km as a legacy of the forward planning of the new town. This largely grade separated network was designed primarily to service journeys to work with direct links between residential and employment areas. Surveys in the 1970s showed that more than 4,000 cycles were in daily use on the network at the time and no capacity issues were encountered. Since then there has been a constant decline in commuting by bicycle nationwide and this has also been the case in Stevenage despite the cycleway network. The excellent carriageway network and parking provision in the town have done little to discourage a modal shift away from the cycling.

The CTC suggests that a casual cyclist who for instance would travel in the clothes that they wear at work and not want to be exerting themselves enough to perspire, would travel at about 12mph. On this basis it would be practical for employees who live six miles or less from their workplace to commute by bicycle with an easy half hour journey.

62.2%

of people working at SBC live within six miles of their workplace.

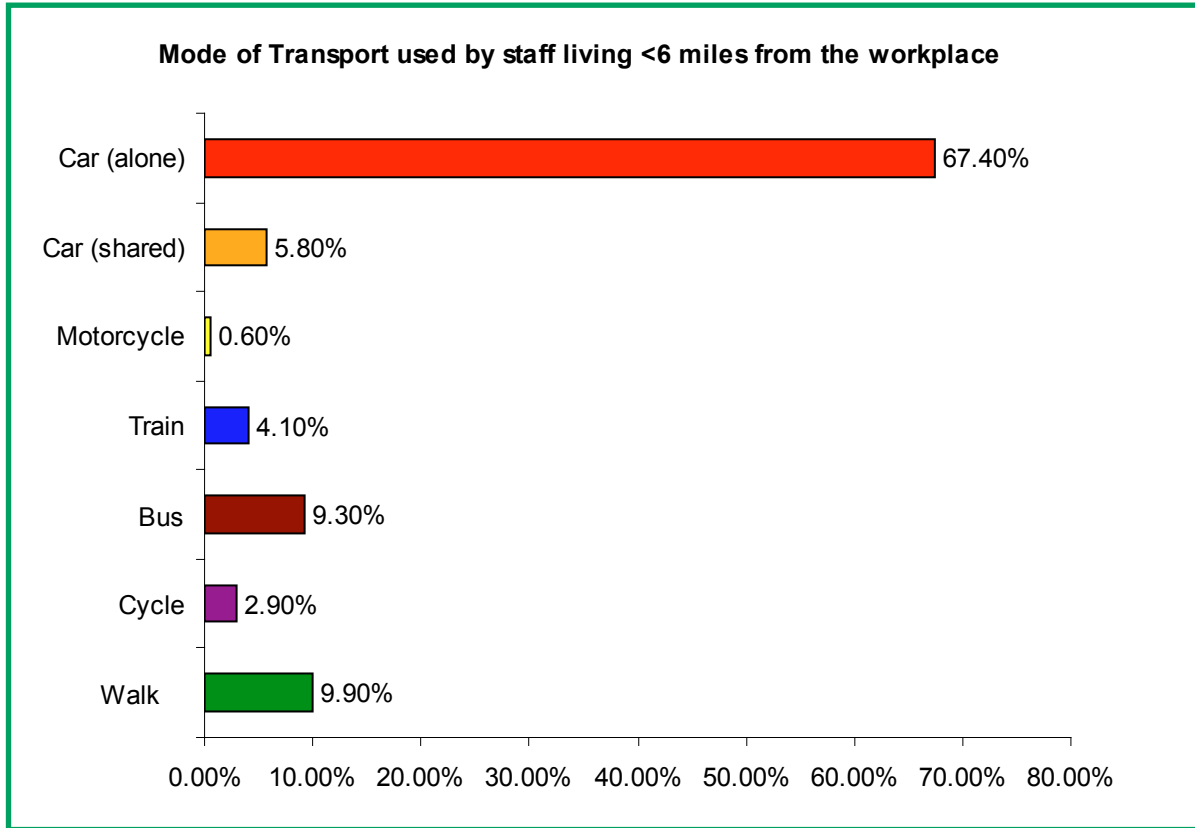
(based on staff survey 2011)

2.9%

Only 2.9% of these people currently cycle to work.



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Currently, across Hertfordshire, around 1.8% of people cycle to work. This is below the national average of 2.8% and the figure of 4% for the East region. The east of England has the highest cycle usage (all journeys) with 24 per year per person (compared to 16 nationally), but Hertfordshire does not reflect the relatively high cycle usage in the rest of the region. In fact, Hertfordshire has the lowest cycle to work percentage of any county in the Eastern region. ⁽¹¹⁾

Our survey showed that 1.8% of SBC employees commute by bicycle in line with the county average. Clearly there is plenty of scope for this to be increased dramatically as Stevenage has huge untapped potential in its cycle network and nearly two thirds of our employees live within 6 miles of their workplace.

Target 2

To increase the proportion of staff who cycle to work from 1.8% in 2011 to 4.0% in 2018.



Bicycle pool

Policy 3 - The Council will wherever possible provide staff with sustainable transport options for their business related journeys.

If we are to ask people who normally use their own car for business journeys to come to work by other more sustainable means, then we need to offer them an environmentally friendly alternative for visiting sites locally during the day. A pool of standard and perhaps electrically powered bicycles would enable this shift away from a car culture and bring cost savings to the authority through reduced mileage claims.

Three quarters of our staff travel during their working day to carry out council business. Only 1.1% cycle whilst 62.3% use their own car for this purpose. If we are able to achieve Target 6 (for reducing car usage), 93 fewer people will be bringing their cars to work and The average monthly mileage claim equates to £30 (64 miles @ 46.9 pence). There is therefore the potential to save in the region of £2,790 per month (£33,500 per annum) on mileage claims; more than enough to fund a bicycle pool.

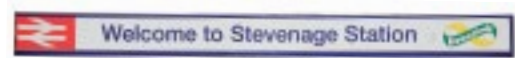
Pool bikes would be relatively inexpensive to purchase and could be accommodated conveniently in the courtyard at Daneshill House. A booking system should be administered by Facilities Management or by the CSC. The bike sheds at Cavendish Road could also be used and booked out from the reception at the depot.

It is therefore proposed to introduce a pilot scheme to test the feasibility of running a pool of push bikes and, if possible, electric bicycles for work related journeys and administer a suitable booking system.

NB. See also section on car pool on page 14



Public transport



Policy 4 - The council will promote public transport to staff and Members.

Nationally the number of bus journeys made declined from the mid 1980s to the mid 1990s, but has shown some increase over the past eight years. Bus operators are now investing in newer vehicles, and passenger satisfaction is generally high, although buses tend to have a poorer image among non-users and infrequent users. Rail travel has increased by nearly 70 per cent since 1980. The reliability of train services has been improving gradually since 2000, as has passenger satisfaction with journeys undertaken⁽¹²⁾.

Stevenage boasts far better bus and rail services than many other similar sized towns. Daneshill House and Swingate House are ideally located between the bus station and the rail station making public transport a viable option both for local residents and those living further afield. Cavendish Road is also an easy walk particularly from the rail station. While buses can provide convenient cheap transport for shorter local journeys, trains can provide longer distance commuters with a less stressful and often quicker alternative to the motor car.

Public transport itself contributes significantly to carbon dioxide emissions and is in no way as green as walking or cycling, the level of emissions per passenger is low relative to the motor car especially when buses and trains run near full capacity. It is an aim therefore of this plan to encourage as many of those people who cannot walk or cycle to work, to come instead by public transport. It is acknowledged that this option will only be viable either where people live reasonably near to a station on the East Coast Mainline or near to a bus stop supporting a practicable bus route.

Across Hertfordshire, 2.9% of all journeys to work are made by bus and 18.8% are made by train⁽⁷⁾. Our relatively high take up of bus travel and low take up of train travel reflects the high proportion of staff who live within Stevenage itself.

Target 3

To increase the proportion of staff travelling by bus from 6.5% in 2011 to 8.0% in 2018.

Target 4

To increase the proportion of staff travelling by train from 6.5% in 2011 to 7.5% in 2018.



Motorcycling

Policy 5 - The council will promote motorcycling to staff and Members.

It is reasonable to conclude that a motorcycle ridden solo is more environmentally friendly than a car driven without passengers for two reasons. Firstly motorcycles have the potential to return up to 100mpg, approximately twice the economy of a motor car. Secondly, motorcycles do not contribute to that most wasteful and polluting occurrence on the highway; traffic congestion. However, it should be cautioned that many larger motorcycles currently on the market offer no better fuel economy than an average car and can produce more noxious pollutants, other than carbon dioxide, due to less stringent legislation governing their design.

On balance, modern efficient smaller capacity four-stroke motorcycles offer an environmental benefit over cars and should therefore be encouraged whilst larger machines offer less benefit.

Where motorcycles show the greatest promise in environmental terms is in the growing range of electric vehicles. The traditional problems associated with electric cars; namely their expense, re-charging time and limited range can be overcome more satisfactorily on a motorcycle or scooter because the weight of the vehicle is so much less.

Only 0.7% of staff indicated in the travel survey that they commute by motorcycle so this is the least popular mode of transport. This is exactly in line with the County average of 0.7% ⁽⁷⁾. Whilst motorcycles only offer marginal environmental benefits over cars actions should nevertheless be included in the Action Plan to facilitate motorcyclists and encourage car users to switch.

Target 5

To increase the proportion of staff travelling by motorcycle from 0.7% in 2011 to 1.0% in 2018

To facilitate this a review is needed of the parking arrangements in the courtyard at Daneshill House to accommodate increasing motorcycle numbers and ground or wall anchors could be provided for security.

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Car

Road traffic in Great Britain has grown by 85 per cent since 1980, although it grew less since 1990 than in the 1980s, with a decrease of 0.7 per cent between 2007 and 2008. Many factors have affected traffic levels, including fuel prices, economic growth and an increase in car ownership and number of drivers. Nearly a third of households now have access to two or more cars, more than the proportion of households without access to a car. ⁽¹²⁾



Stevenage New Town was conceived from the start with a modern efficient road network with dual carriageways on many of the principal roads. This network has coped well with increasing flows and the town is less congested as a result than most similar towns in Hertfordshire. This convenience has ensured that the car has become the predominant mode of transport in the district.

74.6%

74.6% of SBC staff currently travel to work by car alone.

The results of the staff travel survey demonstrate how heavily dependant we have become on the car with more than three quarters of us travelling to work this way. On this basis our staff bring approximately 1896 empty seats to work with them every day based on the conservative assumption that every car has only four seats.

As oil production globally appears to have peaked we are starting to head into an era of declining supplies whilst demand continues to rise. This will inevitably lead to fuel prices continuing to rise faster than inflation. The cost of running a car is already starting to make many people use their cars less and consider other options. (Data from the travel survey indicates an average daily fuel cost for staff of £4.10). This green travel plan seeks to further discourage the wasteful use of cars occupied by single occupants whilst incentivising other “greener” modes of transport.

Target 6

To reduce the proportion of staff travelling by car alone from 74.6% in 2011 to 63.5% in 2018.

People have become used to the convenience and luxury that cars bring and it would in most cases be unrealistic to expect people to give up their cars completely in response to a plan such as this. However, policies are required to encourage people to use their cars more efficiently through car sharing or to use them less often and try alternative modes of transport.



Car share

Policy 6 - The council will promote car share to staff and Members.

The number of sole occupancy vehicles on the roads is the single greatest problem that this Green Travel Plan attempts to address. The vast majority of car journeys are made with four or five empty seats being carried around by each driver. Clearly, if just a small proportion of the car driving majority were willing to share their cars then significant financial and carbon savings could be made and traffic congestion on our roads reduced to the benefit of all.

Many people have indicated in our survey (appendix 2) that they would consider car sharing but don't know which colleagues may be able and willing to share their journeys. It is proposed to resolve this by setting up a user group on the HertsLiftShare website and promoting its use to staff. This is a platform for finding potential car sharing partners. It will enable users to choose to limit their search parameters to other employees of SBC or to include members of the wider general public if they prefer.

Target 7

To increase the proportion of staff car sharing from 4% in 2011 to 8% in 2018.

Pool cars

One problem associated with reducing the number of cars brought to work by employees is that more than three quarters of staff surveyed said that they need to use their cars for legitimate business use. It would be unreasonable to expect these employees to use other modes of transport if we then require them to use their cars for site visits.

It is proposed therefore to investigate the feasibility of providing a pool of small energy efficient vehicles which can be accessed by any authorised member of staff. These should be the most environmentally friendly vehicles available and consideration be given to hybrids and electric cars as well as push bikes and electric bikes.

In order to make these pool vehicles as accessible as possible, the London Road Car Park could be set aside for this purpose and its use limited to SBC Fleet Vehicles only.

This will also help the council to implement Policy 3, which states "The council will wherever possible provide staff with sustainable transport options for their business related journeys."

Reducing the need to travel -

Policy 7 - The council will strive to reduce the need to travel wherever possible.

Changing the modes of transport we choose on a daily basis to more sustainable modes is the core theme of this plan. However, in order to minimise our environmental impact it is prudent to consider ways in which we might reduce the total travelling distance by reducing the need to travel in the first place.

This may be achieved partly by minimising the number of separate sites operated by the council to reduce travelling between sites. Also the existing flexi-time system can be used more efficiently such that staff, particularly those currently commuting significant distances by car, can achieve savings by making use of flexi-leave days. In cases where there it can be demonstrated that working from home would be productive and environmentally advantageous it may be possible to encourage it by providing IT equipment for home use.

Similarly we must ensure that rounds made by fleet vehicles are as efficiently planned as possible and that those of us using our own vehicles for business use are encouraged to plan our visits properly to minimise unnecessary mileage.

Mileage allowances

Policy 8 - The council will work towards introducing mileage allowances which incentivise the most sustainable modes of transport.

The current system of mileage allowances offers a higher financial reward for vehicles with engines over 1000cc in size. An allowance is already paid for cycling mileage but this is at a lower level and has very rarely been claimed. There is little incentive therefore for staff to downsize their vehicles or move to more sustainable modes of transport. Similarly, it could be argued that the more generous allowances encourage drivers to take less efficient routes in order to profit from the scheme.

It is proposed to review and simplify the current mileage allowances to incentivise the use of the most economical cars and encourage people to consider any alternatives on offer.



Greening the fleet

By keeping grounds maintenance and cleansing operations and all fleet vehicles in-house at our Cavendish Road depot located centrally within the town we are already helping to minimise the overall mileage covered by our fleet vehicles and keep our carbon footprint as small as possible.



At the time of writing, the SBC fleet comprises 106 vehicles including two buses, 21 LGVs, 38 HGVs, 16 refuse trucks and road sweepers, 28 HGVs and numerous specialist vehicles and plant such as grass cutting equipment, diggers and all-terrain utility vehicles.

The total fuel used annually is 365,000 litres of which the majority is diesel.

Policy 9 - The Council will seek to ensure that vehicle emissions from its fleet vehicles are minimised by using them in the most efficient manner and by procuring only the most environmentally friendly vehicles available.

In order to reduce the environmental impact of the SBC Fleet, it is proposed that all new fleet vehicles purchased will be Euro 5 compliant and from September 2015 all will be Euro 6 compliant.

Consideration should also be given to the following measures:

- A feasibility study should be carried out to determine whether it would be viable to collect and process waste vegetable oil in-house to produce bio-diesel fuel for the SBC fleet.
- Consideration should be given to the use of hybrid vehicles as they become available as they can produce significant efficiency savings on the stop-start journeys which our fleet vehicles typically make.
- All routes should be planned as efficiently as possible to minimise distance covered and fuel burned. Management should be encouraged to monitor use to ensure that staff are doing so.

References

- 1a DfT Overview of UK Transport and Climate Change 2009
- 1 Based on 3 year old Ford Focus 1.6 emissions at 159gCO₂/km (www.carfueldata.direct.gov.uk)
- 2 Assuming 222 working days per year
- 3 World Health Organization. 2002. The World Health Report. Reducing Risks, Promoting Healthy Life. Geneva
- 4 Department of Health. 2004. At Least Five a Week. Evidence on the Impact of Physical Activity and its Relationship to Health. A Report from the Chief Medical Officer. London: Department of Health.
- 5 British Heart Foundation statistics website at www.heartstats.org/datapage.asp?id=713
- 6 Road Engineering Journal
- 7 Herts LTP3 – Walking Strategy
- 8 Paffenbarger R et al. Physical activity, all-cause mortality and longevity of college alumni. New England Journal of Medicine, vol. 314(10) pp 605-613
- 9 Andersen LB, Schnohr P, Schroll M, Hein HO. All-cause mortality associated with physical activity during leisure time, work, sports, and cycling to work.
- 10 Tuxworth W et al. Health, fitness, physical activity and morbidity of middle aged male factory workers. British Journal of Industrial Medicine vol 43
- 11 HCC LTP2 Cycling Strategy
- 12 DfT transport trends 2009
- 13 Report by the London School of Economics 2011 www2.lse.ac.uk/newsAndMedia/news/archives/2011/08/cycling.aspx
- 14 Hertfordshire's Traffic & Transport Data Report 2010
- 15 National Travel Survey 2010 : DfT



Appendix 1: Action Plan

KEY:	Timescale	Financial Implications
	Short 1-2 years	Low <£1000
	Med 3-4 years	Med £1,000 to £10,000
	Long 5 years +	High £10,000 +

Ref:	Action	By Whom	Timescale	Financial Implications
1.	Policy 1 - The Council will promote walking to staff and Members.			
1.1	Investigate feasibility of introducing a “walking buddy” system perhaps using the intranet to enable people to find colleagues to walk with.	Eng / IT	S	L
1.2	Promote walking through “Message of the Day”, Link magazine, displays in reception area and all available communication channels.	Comms	S	L

2.	Policy 2 - The Council will promote cycling to staff and Members.			
2.1	Adopt Government’s “Cycle to Work” scheme to give staff tax incentives on new bicycles and equipment up to £1000.	HR / Exchq	S	L
2.2	Publicise existing (little used) cycling allowance	Comms	S	L
2.3	Set aside more space in the courtyard at Daneshill House for cycle parking as demand rises.	FM	M	L
2.4	Allow access into Daneshill House from door to courtyard to facilitate easier access from cycle parking.	FM	S	L
2.5	Ensure regular updates of the Stevenage Cycling Map and offer downloads on Intranet and Website.	Eng	M	M
2.6	Offer free cycle maintenance training for staff.	HR	S	M
2.7	Provide additional covered cycle racks at or near Council offices and/or in the adjoining public car parks.	Eng	M	M
2.8	Investigate provision of free cycle equipment such as milometers, helmets, high-vis jackets and locks for staff using bicycles for travel on Council business.	Eng	S	L
2.9	Negotiate special discounts through local cycle shops for SBC staff.	Eng	S	L
2.10	Support HCC’s Cycling Strategy objectives including the enhancement of the cycle network in Stevenage.	Eng	L	H
2.11	Promote cycling through “Message of the Day”, Link magazine, displays in reception area and all available communication channels.	Comms	S	L
2.12	Provide staff with a copy of the Stevenage Cycle Map with their payslips	Exch	S	L

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3. Policy 3 - The Council will wherever possible provide staff with sustainable transport options for their business related journeys.				
3.1	Set up and administer booking system for pool bicycles.	FM / Cav	M	M
3.2	Purchase pool bicycles (push bikes and electric bikes) for use at Daneshill House and roll out to Cavendish Road and other offices if successful. Promote use of pool bikes through "Message of the Day", Link magazine, displays in reception area and all available communication channels.	Eng / Cav Comms	M	M
3.3	London Road Car Park – give priority to the most sustainable modes of transport such as fleet vehicles, car share or cycles.	FM	M	L

4. Policy 4 - The Council will promote public transport to staff and Members.				
4.1	Include "green travel" & "journey planner" icons on desktops of all PCs linked to established 'INTALINK' systems (operated by HCC).	IT	S	L
4.2	Place Green Travel information on the Intranet and Council's website including direct links to passenger transport timetable websites	Eng / IT	S	L
4.3	Negotiate with bus/rail operators the possibility of staff receiving discounted bus/train travel passes / season tickets.	Eng	S	L
4.4	Support HCC in putting pressure on public transport providers to improve bus and train services locally.	Eng	M	L
4.5	Promote public transport through "Message of the Day", Link magazine, displays in reception area and all available communication channels.	Comms	S	L
4.6	Promote the take up of interest free loans for season tickets	Comms	S	L

5. Policy 5 - The Council will promote motorcycling to staff and Members.				
5.1	Set aside more space in the town centre surface car parks for motorcycle parking as demand rises.	Eng/FM	M	M

6. Policy 6 - The Council will promote car share to staff and Members.				
6.1	Set up a dedicated user-group on Herts Liftshare enabling staff to register their interest in car sharing and make arrangements to share with other colleagues making similar journeys.	Eng/IT	S	M
6.2	Promote LiftShare using all available channels	Comms	S	L



7.	Policy 7 - The Council will strive to reduce the need to travel wherever possible.			
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7.1	Promote video conferencing to reduce travel to meetings.	IT	M	H
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8.	Policy 8 - The Council will work towards introducing mileage allowances which incentivise the most sustainable modes of transport.			
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8.1	Review mileage allowances to remove current incentive to use large capacity cars for business related travel.	HR	M	L
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9.	Policy 9 - The Council will seek to ensure that vehicle emissions from its fleet vehicles are minimised by using them in the most efficient manner and by procuring only the most environmentally friendly vehicles available.			
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9.1	In order to reduce the environmental impact of the SBC Fleet, all new fleet vehicles purchased will be Euro 5 compliant and from September 2015 will be Euro 6 compliant provided such vehicles are available.	Cav	M	M
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9.2	Assess feasibility of increasing the use of electric and hybrid vehicles where majority of use is for short "stop-start" journeys	Cav	S	L
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10.	General			
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10.1	Update staff travel information by conducting further travel survey in 2017 and every 5 years thereafter to help measure & monitor progress.	Eng	L	L
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10.2	Support and participate in green travel national events and campaigns such as bike week; car free day; car share day etc.	Eng	S	L
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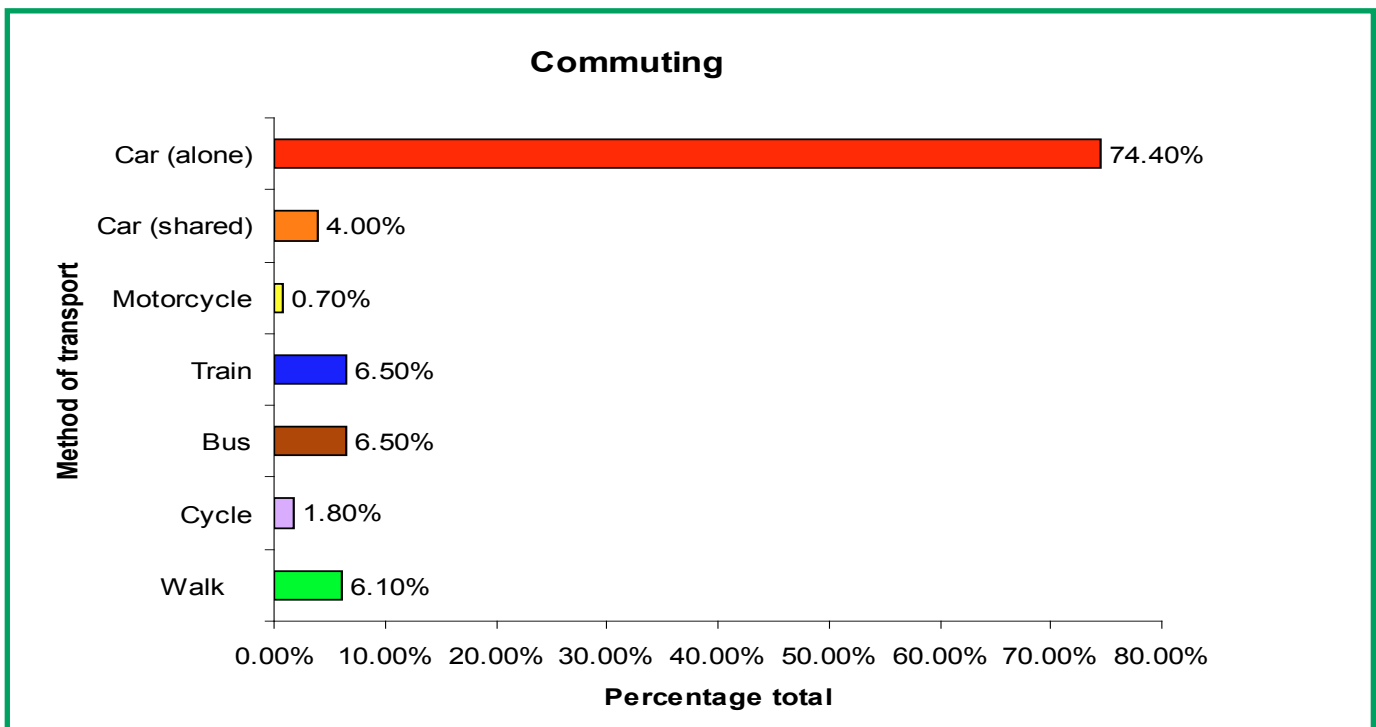
Appendix 2: Summary of Travel Survey Results

A travel survey was conducted in July 2011 to investigate where our staff live, how they commute to work and what might be done to persuade them to change to more sustainable modes of travel. All Councillors and members of staff of Stevenage Borough Council were consulted. We received 283 responses representing a return rate of 33.3%.

The majority of responses (81%) came from Daneshill House, with 9.3% from Cavendish Road and a few from Sheltered Housing Schemes, Play Centres, Children's Centres and the Museum.

Commuting

For the organisation as a whole our dependency on the motor car is clear with more than three quarters of us using cars for our commuting. The following chart shows the overall proportion of journeys made by each mode of transport:



Reported journey times range from zero to two hours with an average time of 23 minutes.

The distance between each person's home address and place of work was calculated using postcode data. These distances (as the crow flies) range from zero (for an on-site caretaker) to 80 miles and staff lived on average 7 miles from their workplace.

For the majority of staff who commute primarily by car (either alone or shared), all road routes for commuting were plotted and measured. The average daily distance travelled by road (not as the crow flies) is estimated at exactly 20 miles (10 miles each way). The total daily mileage by car for commuting is estimated at 4349 miles for all the survey respondents. Extrapolated, this suggests a total daily commuting mileage for all car users across the whole Authority of 13,300 miles – more than half way around the world!



Assuming an average fuel consumption of 30mpg, this mileage uses 443 gallons of fuel costing approximately £2720 at 2011 prices. This gives an average fuel cost for each car user of £4.10 per day.

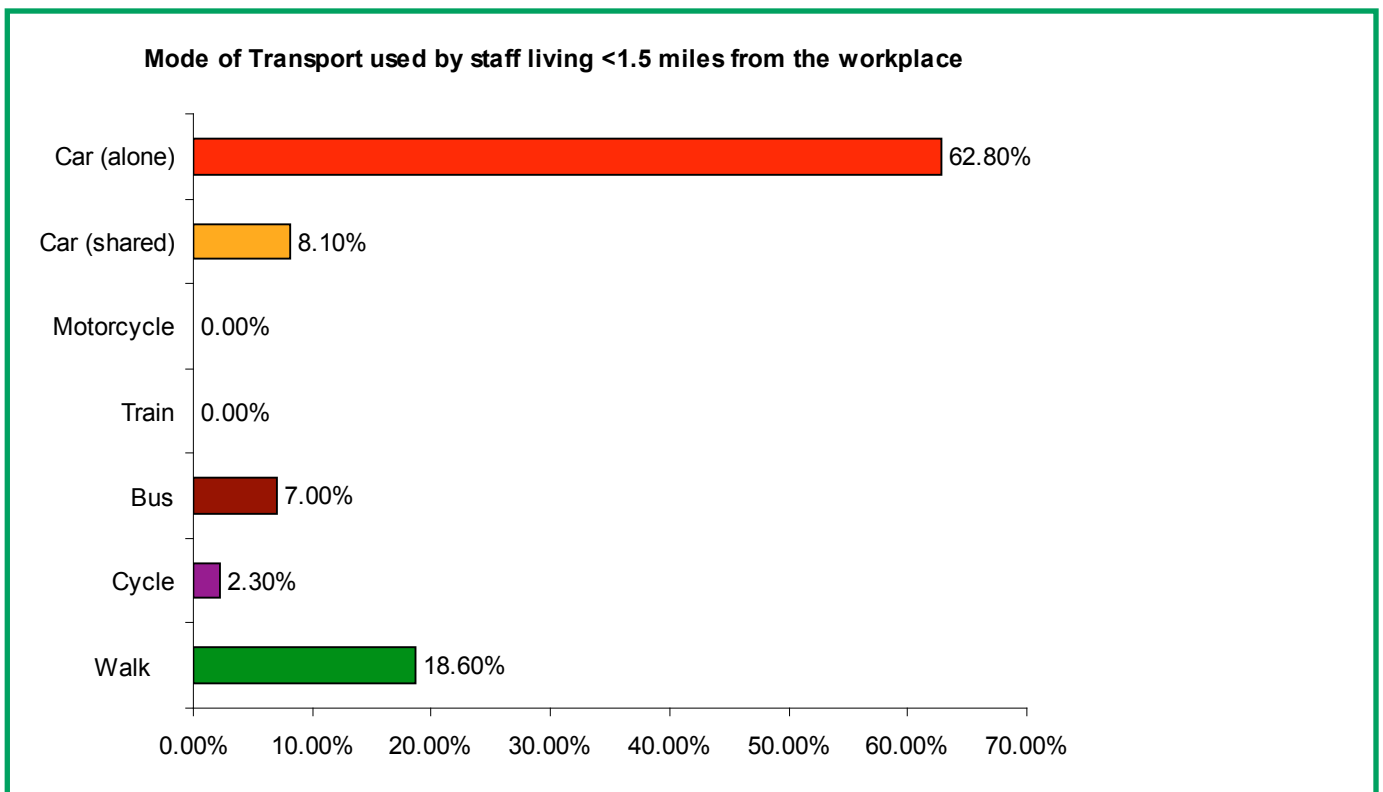
The average daily cost of travelling to work for all modes of transport was estimated by survey respondents to be £3.11 (with responses ranging from zero to £35). This implies that public transport users generally pay less than car drivers.

3.4 tonnes
Car commuting
for the whole of
SBC releases
approximately 3.4
Tonnes of carbon
dioxide into the
atmosphere each
day⁽¹⁾ or 755 Tonnes
per year⁽²⁾.

“Very Local” Staff

31.5% of people working at SBC live within 1.5 miles of their workplace, a distance which can easily be walked by most within half an hour.

Only 18.6% of these people currently walk to work whilst 70.9% commute by car.

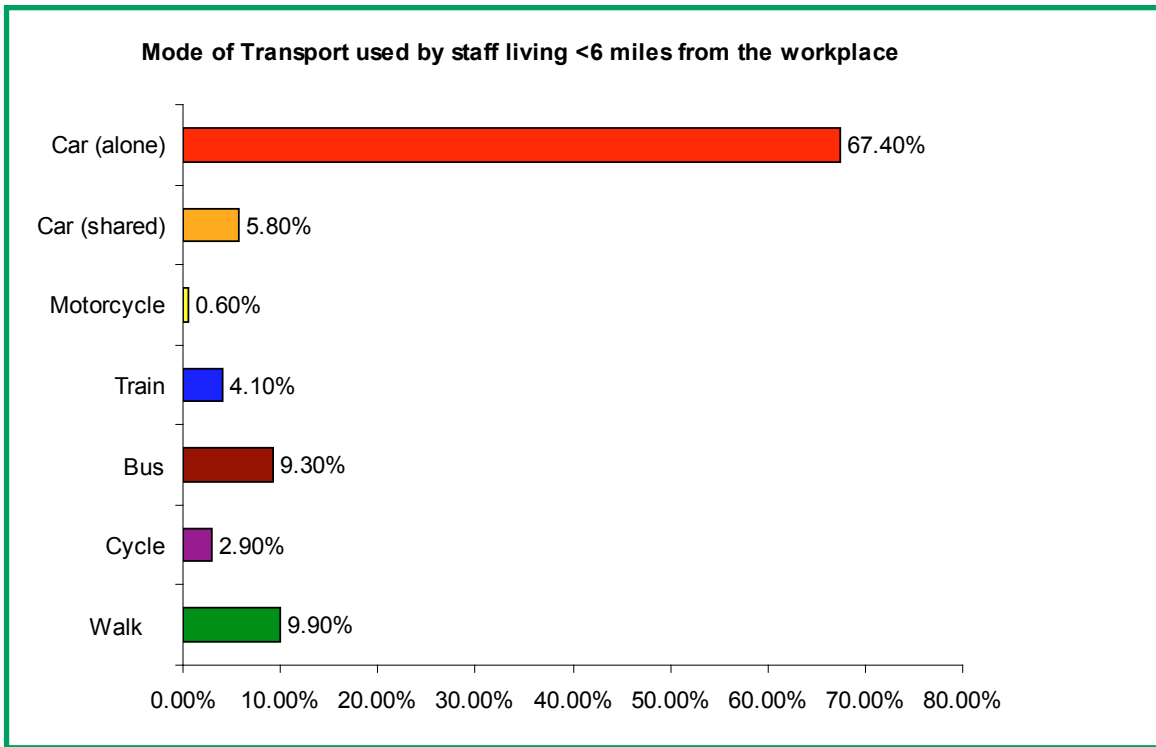


“Local” Staff

62.2% of people working at SBC live within 6 miles of their workplace, a distance which could be cycled by most reasonably fit people within half an hour.

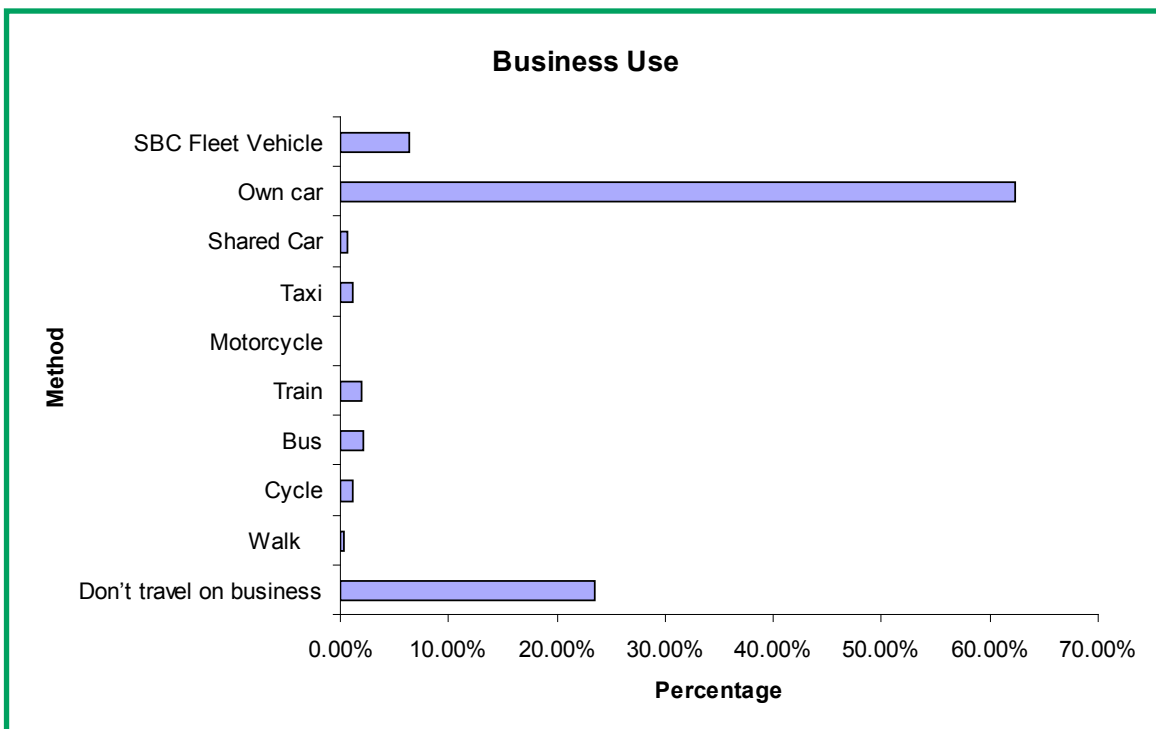
Only 2.9% of these people currently cycle to work whilst 67.4% commute by car.

Green Travel Plan 2013 to 2018



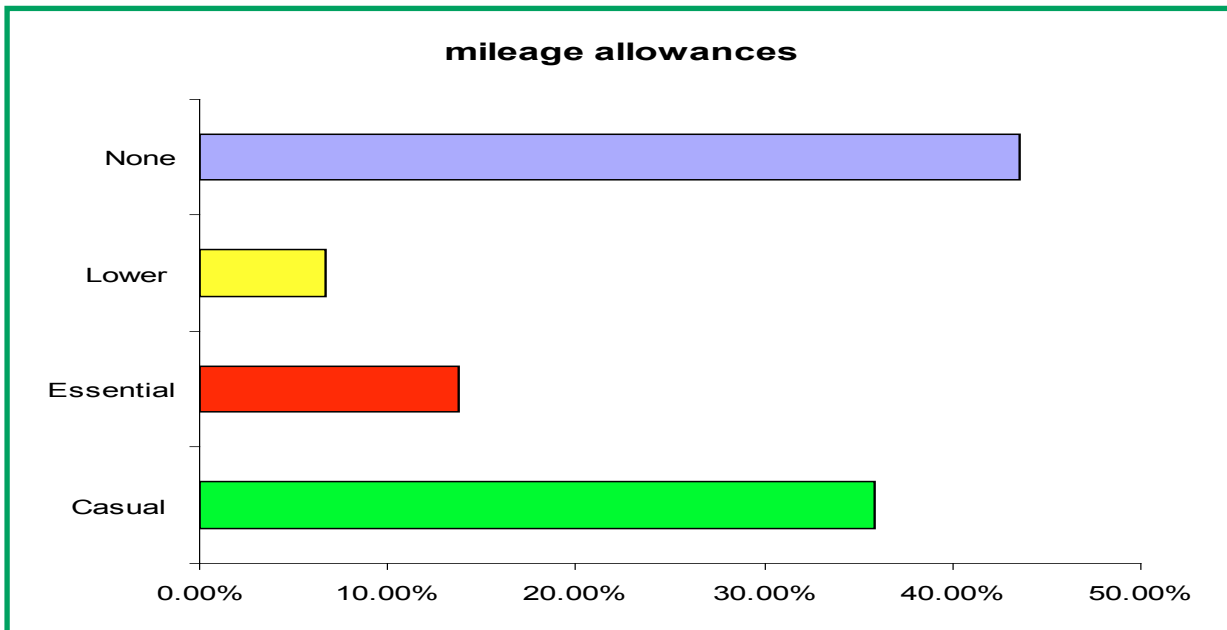
Business Use

When asked what modes of transport were used for carrying out Council business the results were as follows (out of 268 responses):





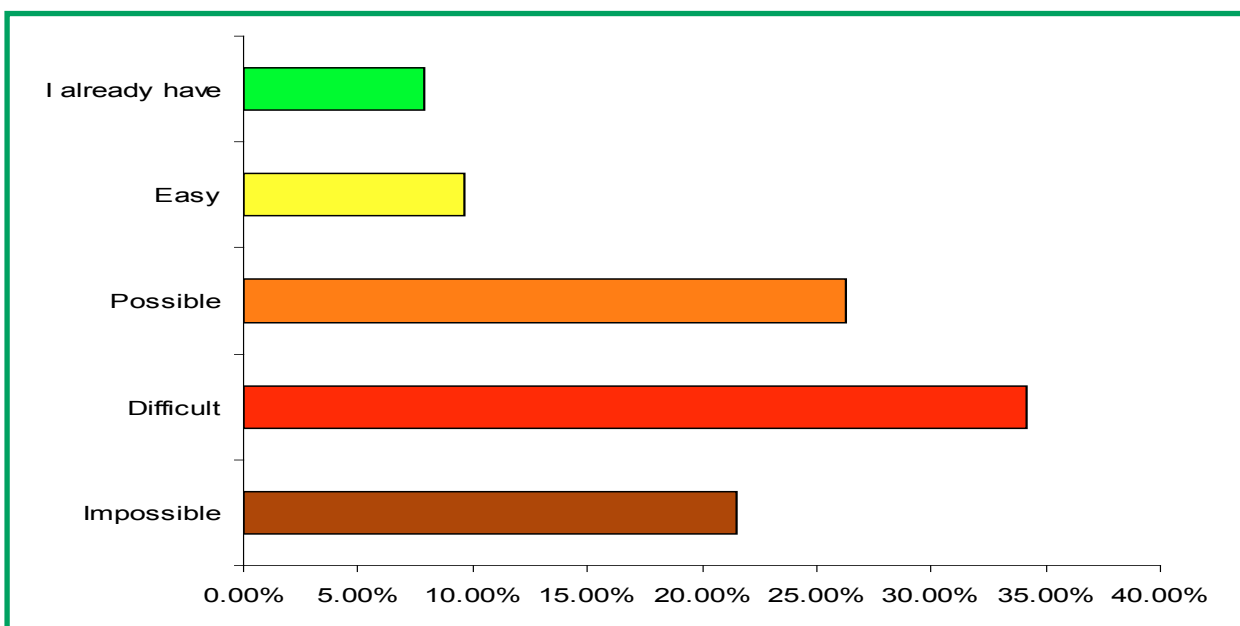
23.5% of respondents said they didn't travel on business so it would seem that over three quarters of employees do. 62.3% use their own car for business use whilst 6.3 use a fleet vehicle. Motor vehicles therefore eclipse all other more sustainable modes of transport none of which account for more than 2.2% of the total. When asked what mileage allowances were claimed for business use the results were as follows (out of 195 responses):



The average monthly mileage claim (based on 108 responses) is 54 miles.

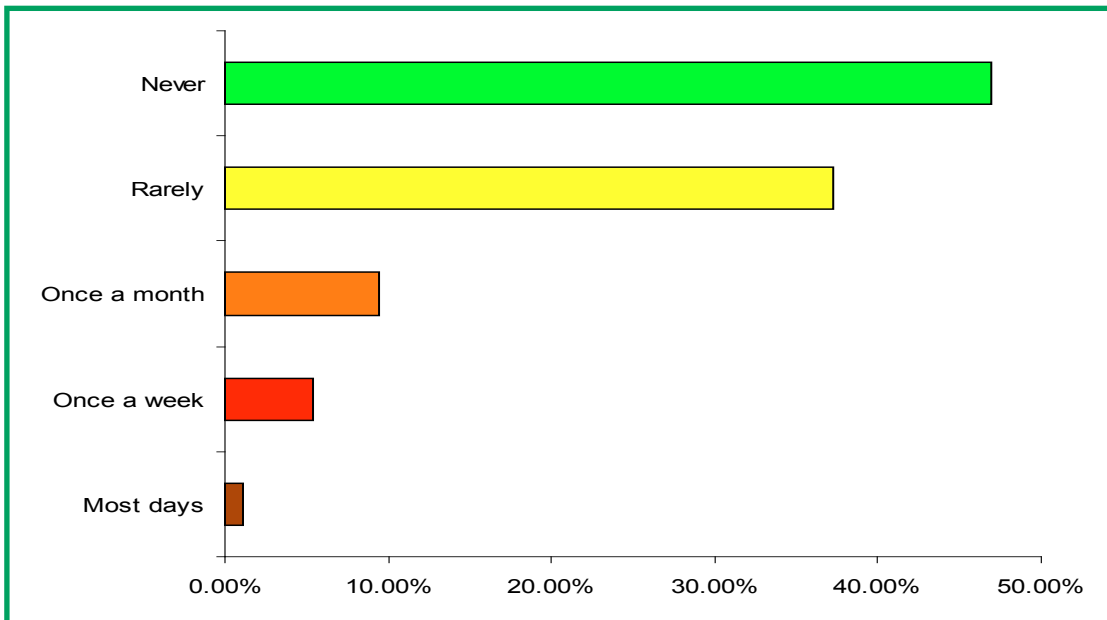
Behavioural Change

Staff were asked how easy it would be for them to switch to public transport, walking or cycling if they currently depend on a car. Of 228 responses the results were as follows:

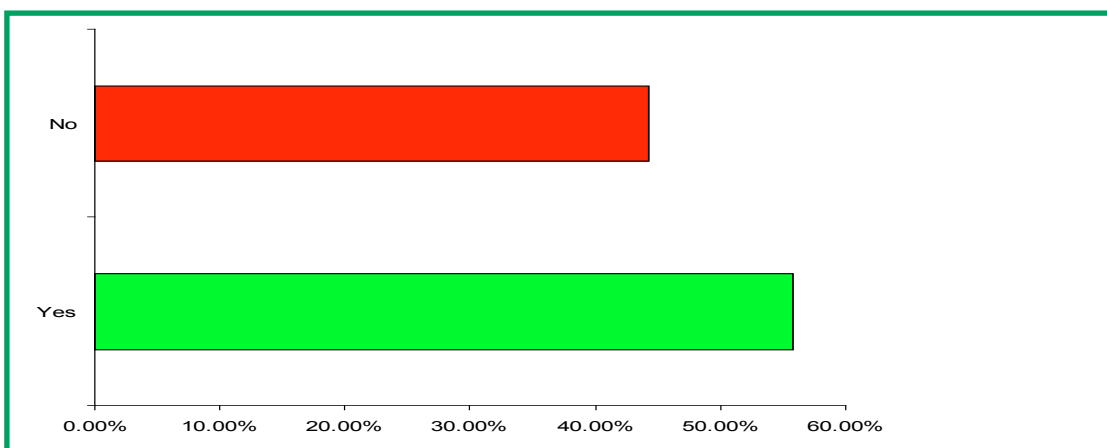


Green Travel Plan 2013 to 2018

When asked how often they worked from home 277 staff responded that they worked from home as follows:



When asked whether they felt they could work from home more often and still do their jobs effectively, 269 staff responded as follows:





Summary of Comments from Staff Travel Survey

The following open-ended questions were asked on the staff travel survey to give everyone the opportunity to express their views and ideas. Many interesting comments were made and these are summarised below.

What measures could the Council take to encourage you to travel by foot?

Company when walking

- Appropriate footwear - someone to walk home with (scheme) on dark winter nights
- Run Walk Champion schemes

Facilities

- Better facilities, showers, lockers etc
- Centralise council services and buildings

Parking

- Get rid of season ticket parking and give 50% of the savings to the employee
- Take away car park season tickets

Incentives

- Buy my car park ticket back off me...?
- Green miles bonus scheme. Encourage staff to use bike / walk and give incentives
- Shoe Allowance
- Supply appropriate clothing and footwear

Working Arrangements

- Less out appointments, offices in neighbourhood areas
- Provide flexi time offset / time allowance
- Reduce working hours - it takes time to walk
- Time allowance for visits as it would take far longer to walk



Green Travel Plan 2013 to 2018

What measures could the Council take to encourage you to travel by bicycle?

Facilities

- Access to the courtyard door entrance - currently park bike there then have to walk round to the front of Daneshill House
- Improve shower and changing facilities and provide secure storage for work clothes and equipment

Cycle Parking

- Make sure there is more bicycle parking which is convenient, secure, safe and dry.

Incentives

- The council could sign up to the Government's 'Bike2Work' Scheme. A tax free bike scheme allowing employees the opportunity to pay monthly for a bike from their salary
- Bicycle allowance
- Free equipment ie D-locks, gel seat covers (cheap), milometer, heart rate monitor.
- Financial incentive - small daily allowance (tax free) - ie £1 a day, will decrease staff using their season tickets which will increase amount of paying public accessing spaces and will still generate income
- Get rid of season ticket parking and give 50% of the savings to the employee. More secure overnight storage
- Offer incentives towards buying one
- Pay same mileage rate as car, as Cambridge City do. Provide pool bikes.
- Provide cycles and PPE as I live too far away to cycle in each day
- SBC Discount at local bike stores
- Safety bike checks - bike MOTs

Insurance

- I have had two bicycles stolen from outside the council before. I would want to bring it inside and keep it with me in future if I went back to cycling.

Bike Pool

- Council Pool of bikes for Staff use

Network

- HCC could provide better cycle routes
- More signposting of footpaths and cycleways so that both are clear i.e. pedestrians not walking on cycle tracks and vice versa

What measures could the Council take to encourage you to travel by public transport?

Improved Services

- Public transport needs to be made cleaner, more reliable, cheaper, more direct, and more frequent.
- We need better links, better services to villages and with more better bus shelters.



Subsidised travel

- Bus vouchers / subsidised - already pay for parking - why not for transport?
- Concessionary travel passes during working hours / not weekends
- Discount on a monthly bus pass, otherwise more expensive than car (train discount for others)
- Discounted rail tickets would definitely make me assess my travel
- Discounted travel. Bus travel is quite costly. Strike a deal with arriva to give council employees discount.
- Discounts for rail travel
- Free travel passes (as we get free car parking)
- I do travel by public transport (train) - season ticket loan makes this more affordable
- Move me to Daneshill and provide incentive. It take me twice as long to get to work by train as opposed to driving and costs £2 more.
- provide travel expenses to equal the increase in travel costs
- Provide travel warrants that could be used on buses similar to those that the over 60s get with their bus pass

Parking

- Get rid of season ticket parking and give 50% of the savings to the employee
- Offer staff choice of free car park season ticket or bus/train season ticket
- Pay for my parking at my local train station in order to allow me to use the train (£6.00 before 10 a.m. I believe)
- Remove 'free car parking' or provide the same in pay credit against the cost of train'/bus ticket.

Pool Cars

- pool vehicle to undertake site meetings when at work; shuttle service from town to Cavendish Rd when weather is bad

What measures could the Council take to encourage you to travel by other more sustainable means?

Pool Vehicles

- Electric pool cars for in-Stevenage site visits
- A moped?? Electric bike??
- Car pool scheme - used to do this in US

Car Sharing

- Car sharing - set up a scheme
- I would be happy to car share if there was somebody close by.

Working from Home

- Encourage more working from home, can currently do this but get the impression it is not liked.

Change Mileage Allowances

- Greater reward for those vehicles with lower capacity engines or alternative fuels. i.e. gas hybrids or electric

Travel Information

- Information about costs and travel times and season ticket loans for train. Car sharing scheme.

Green Travel Plan 2013 to 2018

Please write down any other ideas or comments about green travel that you would like us to consider before producing a travel plan for the Council?

Parking / Season Tickets

- 60% contribution by car users to the cost of parking season ticket and 50% of cost savings given to employees who forego a car parking season ticket . Reduced fuel allowance for large cc vehicles Train/bus season ticket loans / bicycle loans / employee bicycle proficiency training/ fuel efficient small pool cars e.g. SMART Provision of Bicycle PPE for business users Standardised hours to allow more car sharing
- As I do not drive I feel I am losing out on the car park perk and if this was taken away then staff who live in Stevenage (especially SG1) might be encouraged to leave their cars behind. It would also save money (or loss of possible revenue from the public) and therefore maybe safeguard a job or two
- I believe that a large number of staff will have no incentive to stop using their cars until the free car park season ticket scheme is reformed. Going by bus is actually very expensive - about ~£4 a day if you live in Hitchin/Knebworth, which is way too much.
- I could use the train. There are 2 reasons why I don't. 1. Convenience of travelling; at a time I want to; quicker by car; not waiting at the station; I can combine work journey with other tasks (eg supermarket), without going home first. 1. Whilst I receive a free car park ticket it is clearly more expensive to use the train which is £3.50 return. (I only work 14.8 hours per week but have to work over 3 days, therefore my travel costs on the train would be noticeably higher) I support efforts to encourage greener travel (and did some research on this while in Corp Admin). There should be scope for reducing car use since the majority of staff live in Stevenage. One option could be to offer the car park ticket at a reduced rate rather than free. This would both increase income and convert some people to other forms of travel without significantly removing the attraction of working here for those who rely on the car.
- If parking wasn't provided I would walk to work every day. However, where I need to use my car for work use, I would need to either drive in, or would need to be allowed a lot of time to go home and collect my car first. I think some free parking needs to be provided, or money paid for this would need to be able to be claimed back. I could easily do a lot of my daily job at home, but this is not something that is encouraged/allowed at present.
- More needs to be done regarding sufficient public transport. If the service was good and reasonably priced more people would use it. Maybe some of the money gathered from parking charges, could go towards supporting bus passes for staff. Staff who drive to work get free parking pass, maybe that should be taken away and subsidised public transport allowance given. Everybody would be treated equally and not rewarded for bringing their car with a free pass - which is not exactly promoting green travel.
- Remember that a parking season ticket is part of the package of benefits of working for SBC - if this was taken away it would make working for the authority a lot less attractive for some people.
- The Council currently gives car park season tickets to all staff, which I believe is the right thing to do. However where staff do not need a season ticket (i.e. they use another method of transport), maybe subsidise them to use this transport or reward them in some other way rather than issuing them with a season ticket.

Car Share

- Car share into Daneshill House / Cavendish Road. Create register and rota. Pick up / Drop off points for car drivers going into Daneshill / Cavendish Road
- Car share scheme Increase home working
- I can only really comment about SHO's working in the community I think that encouraging SHO's to car share when attending meeting so one car per area would help, the use of bikes for those able to use them for travelling between schemes for general cover.



Cycling

- I think that the Cycle to Work schemes work really well. It is green, friendly, good exercise and gives staff an incentive because it saves them money -With Cyclescheme, you can get a tax-free bike, which for most people means they save about 40%. Other employers offer financial benefits to staff for cycling to work e.g. bonus in pay, voucher schemes etc...
- Electric Bicycles would encourage more people to cycle to and from work. The expense of these at the moment are quite high, so a subsidy would help.
- Cyclists save the council money by not using SBC car parks. Why not provide a small monetary incentive for staff to use their bikes instead of their car. (£30.00 a year). A similar approach could also be applied to those travelling by public transport.
- Reward scheme - cover X amount of miles by walking/cycling to and from work and you receive vouchers/prizes.
- SBC should encourage all staff who live within a reasonable cycling distance (within Stevenage or the surrounding towns) to participate in a bike to work scheme. Introduce a 'pay-as-you-use' season ticket scheme for the car parks to discourage unnecessary car use.

SBC Fleet / Pool Vehicles

- Council fleet should be phased to greener more economically sound fuel types as they are replaced. Pool cars provided for officer use that are greener.
- Cycle pool for use by staff when travelling between sites.
- Electric fleet vehicles for use by officers for visits around Stevenage. 'Pool' bicycles for shorter visits. proactively encourage home working.
- Electric vans / cars for site operatives who do lots of home visits.
- Hybrid Vans
- If a pool car was available to carry out site inspections then I would be more likely to walk or cycle in to work.
- improve fleet vehicles to use sustainable fuels. My van would be appropriate for bio fuel or electric as i only use it to transport myself between sites of inspections.
- LPG Gas for vans and trucks cost less
- Maybe a small amount of electric vehicles for trips/visits rather than own car.
- provide fleet of cars for use at work that uses cheaper or greener fuel
- Stevenage has great walkways and cycle paths. Perhaps a scheme to share bikes that belong to the council or a travel pass to jump on and off of buses while visiting tenants. Allowance for time is essential as using public transport or walking takes far longer than driving to appointments and with busy jobs this has to be accounted for.
- Subsidised company transport, i.e. mini-bus with pickups at various locations.
- The company to supply alternative transport, Share, Lease

Public Transport

- Make it cheaper to travel on public transport.
- Provide seasonal tickets for train users and coach users for those who travel long distance at a subsidised rate for possibly 2-3 years. Any employee that lives locally can be encouraged to car share with colleagues
- Season tickets for public travel at a reduced cost

Car Share

- As above - I already do this as and when feasible and it might be use to have a list of staff who would be willing to participate but hours of work sometimes make these arrangements difficult if someone what to or needs to leave early / work late.
- In bad weather sharing with colleague car to work would stop congestion.

Green Travel Plan 2013 to 2018

- I've seen research on an interesting programme to encourage people to car share. According to this research, the biggest concern of car sharers appears to be that the driver will go off sick or not be able to take them home once they are in work. Companies who have adopted this programme agree to pay a taxi fare home (to wherever) in these circumstances if a member of staff agrees to a regular car share. In pilot schemes the savings on car parking costs to the company far outweigh the very rare payment of a taxi fare.
- Possibly car sharing, picking up other staff on the way to work reducing car parking and cost for parking and spaces and saving on petrol
- Realistically only car share would be a possible alternative to driving alone
- set up a staff car sharing pool to contain details of staff willing to take / offer lifts to other staff to get to work (where they live, working pattern etc)

Highway Network

- Cycle tracks along stretches where there are none as dangerous to cycle along road and not supposed to cycle on paths, in particular for me Hertford Road.
- Even though the cycle path network around Stevenage is better than many towns the paths are somewhat neglected. Pot holes, overgrown trees etc make some paths difficult. Where cyclists have to use the roads the behaviour of motorists make cycling dangerous - more effort needs to be made to monitor and improve this situation.

Working Arrangements

- Encourage more working from home. There is a culture of mistrust on this at SBC!
- I have an eco friendly car is this considered as green travel? Fridays working hours could be reduced by how ever long it will take you to walk/bike/bus. Then there would be 1 day a week that majority of people may travel green
- If walking adds an extra hour to the day perhaps 15 minutes could be given as work time which would equate to roughly a day for every 6 weeks Toil (8 days a year)
- Travelling to work by bicycle or by walking would take longer than travelling by car and on the bus even more so. If a time allowance was given for flex or some other reward would encourage people - otherwise the day becomes too long.

General

- Publicity for alternatives. Encourage car share thus hertsliftshare.org (I've signed up) No free car park permits for those living within 2 miles of office. Remember that owning a car is expensive. Driving it is the cheap bit! Therefore, if people own cars they will want to use them. More secure hot-desking. Facilities for cycle/motorcycles Working from home should be encourages it's a 'win-win'
- I am cynically assuming that the true purpose of the travel plan is to legitimise taking away free car parking season tickets as a cost saving measure, but if you genuinely want to encourage green travel... All staff to be given a subsidy equivalent to approx 75% of season ticket cost ~ or whatever % would be revenue neutral compared to current cost of providing. Used towards (as required): season ticket for car parks / bus or rail; cycling equipment; or taking as additional cash and bearing own travel costs. More pro-active encouragement of home-working ~ all staff to work from home 1 day per week (where practicable) Skype / video conferencing facilities Pool cars / bikes for casual users

Concerns

- As an Officer who needs to be out and about a lot to do my job properly - any other form of transport apart from a car is impractical. The amount of time that would be wasted travelling between places is prohibitive and quite often I have to transport paperwork and equipment. Also the bus services are not very good to certain parts of the town - mainly those areas on the outskirts that are also a long way to walk.



- Before my daughter started school I used to use the bus instead of driving. If my daughter had got into our local school I could have continued to use the bus but unfortunately she didn't get a place at that school and the school she goes to is not on a bus route that includes my estate. I think this is probably an issue for a lot of families especially if they live in the Great Ashby area as the primary school provision for the estate is inadequate.
- Childcare responsibilities are central to my travel options
- Due to where I live it's not possible to walk or cycle. Buses do not run that often and would mean starting and finishing work at very unsuitable times. Even if I lived near a station or in a town I feel public transport would still cost too much. I'd rather spend the same amount of money and have the comfort and convenience of my own car rather than relying on buses or trains. For someone who owns their own car it would need to be very worth while to switch to public transport/walking/cycling. I doubt anybody could offer that as it would mean a huge overhaul of transport services.
- I have looked into travelling to work by train however it is more expensive and less convenient for me to do it this way.
- I live in a very small village with no regular daily public transport. Need to travel by car.
- I need the use of my own car daily because I need to be able to get to my elderly father who lives alone in St Albans in an emergency. A staff coach/bus might be feasible for employees living in Stevenage, but again I suspect the majority will have care responsibilities i.e. school age children.
- I require a car to do my job.
- I travel by train and walk because I have chosen not to learn to drive. For those who do drive the only way to get them to use public transport would be the cost. At the moment cost of public transport especially trains are high. If you could arrange some kind of a discount this may encourage more people although delays on public transport are another issue and people may not want to travel for less if it means getting home later than if they drove their car.
- I usually travel by car as it is quicker. I have used the bus and walked in bad weather.
- I work in development control and require my car on an almost daily basis to be available for site visit. I could not achieve this via public transport and bikes would take too long.
- I work part-time as I have a young school-aged child. It is important to me to be able to get to his school quickly in the event of an emergency or illness as well as for those school events that occasionally take place during the day - this is one of the main reasons why I chose to work for Stevenage rather than one of the London local authorities where pay levels are higher. I need speedy, on-demand, flexible transport.
- I would quite happily travel by alternative means of transport however it proves difficult due to dropping off/collecting my child from Knebworth, although I am within a 2 minute walking distance to a bus stop the buses are not frequent enough otherwise I would consider public transport. I do often walk at the weekend wherever possible.
- I would travel by train if it was cheaper than car but it's too expensive.
- I'd be happy to use a mixture of modes of transport if the buses came more than once an hour to my village and weren't so expensive. Back problems mean it's not very feasible for me to cycle.
- In the morning I have to drop my child at child care before I travel to work so public transport is not an option for me unfortunately!!
- It is cheaper for me to travel by car - Bus fare £3.20 per day. Petrol no more than £1.00 per day.
- It's hard to use more sustainable methods of transport when you have to have your car for work hours. I would happily use trains instead of driving during work hours but I think it would take a lot to persuade managers.
- Let people decide how they want to get to work every day on their own?
- Our contract is clear, cars are not essential. This is untrue and something that has been pointed out on numerous occasions. It costs more money than I receive to do my job.

Green Travel Plan 2013 to 2018

- Public transport goes into / out of London, nothing is provided cross country. To get to work by public transport would mean taxi to station then train from to London - Ware to Kings Cross and to Stevenage. Journey time about 3 hours each way. Sustainable transport requires joined up transport to area and not just 9 to 5.
- Safety - use of cycle paths - walking alone.
- There is a very strong pro-car bias amongst senior management that will make effective implementation very nearly impossible. Non-car measures will not be supported.
- We need our car to cover other schemes on occasion, I love cycling but a 5mile bike ride would add to my tiring day.
- Whilst public transport/bicycle are 'greener' there are significant time factors to take into account. Either would incur additional cost in officer time, despite the excellent cycle network in Stevenage.

Appendix 3: Map of Home Locations

by postcode for SG1 and SG2 only.

