

Active Travel Policy 2019 to 2022

**Nov 2019
Version 1.4**

Document Information and Control

Document Properties

Title:	Active Travel Policy 2019 to 2022
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Distribution:	Open
Sensitivity:	Low

Version Control

Version	Date	Name	Amendments
1.0	06/02/13	Robert Forster	Draft for approval by Sustainability Committee.
1.1	28/02/13	Robert Forster	Approved by Trust Board
1.2	15/07/15	Gill Lee	To be approved by Trust Board
1.3	28/09/16	Gill	
1.4	18/11/19	Gill Lee	To be approved by Trust Board

Associated Documentation

Title	Author	Version	Distribution

Authorisation for Publication

Name	Title	Date
Leigh Fleming	Commercial Director	28/02/13
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1.0 Executive Summary

This policy provides a focus on why an active travel policy and supporting travel plans are required, how measures will be identified, implemented and monitored. This policy identifies our commitment to delivering action on each of the following headings:

- **Enable Travel measures to be implemented across Norfolk and Suffolk to reduce travel and traffic, promote active travel and reduce carbon emissions.**
- **Ensure all sites are equally aware of green travelling options and all initiatives are supported.**
- **Deliver and support the travel elements in the Sustainable Development Management Plan.**
- **Ensure target scores are met in the Travel Section of the Good Corporate Citizen assessment model.**
- **Develop partnership working on transport and travel between trust sites and with external organisations.**

The policy will ensure that we adopt practices that will help eliminate unnecessary travel, reduce single car use, and promote greener and active travelling options in order to improve health and well-being.

2.0 Purpose

An Active Travel Policy and Plan will help combat over dependency on cars by supporting all other alternatives. By reducing car miles this policy can benefit the environment and help cut carbon omissions, reduce car parking pressures, and also produce financial and productivity benefits. The policy concentrates on improving existing travel choices whilst giving incentives to sustainable travel and disincentives to individual car use. Travel alternatives will need to be realistic as staff's ability to change their travel will significantly vary.

In addition to this overarching policy and action plan, site specific action plans will need to be tailored to ensure this agenda is met across all the Trust owned or leased premises. The Travel Expenses Policy is also designed to assist with the aims of this policy and drive the green agenda.

This policy compliments the wider agenda of sustainable development and its associated **Sustainable Development Management Plan**.

3.0 Requirements

As already stated, the Travel Plan will help the Trust meet its carbon reduction commitment and cost saving initiatives, but it is also necessary to comply with local authority planning requirements and the Building Research Establishment BREEAM sustainable building assessments. All planning applications with transport implications require a travel plan as a legal condition if the permission is to be granted.

4.0 NHS and National Context

The NHS accounts for 5% of all road traffic in England and travel is responsible for 18% of the NHS carbon footprint.

These key points highlight how important it is for NHS organisations to become exemplars in leading the population-wide shift from sedentary travel to more active travel such as walking, cycling and public transport. Promoting better travel also supports the research evidence and policy call by many organisations to improve health.

Key policy drivers are:

- **Climate Change Act (2008), Department of Energy and Climate Change.**
- **Saving Carbon, improving health, NHS Carbon Reduction Strategy.**
- **NICE guidance on the Promotion and creation of physical environments that support increased levels of physical activity.**
- **The NHS Sustainable Development Unit, Sustainability Data Assessment Tool.**

5.0 The Case for Developing Travel Plans

Health

By promoting greener travel such as walking, cycling and using public transport we can promote more active travel which has key links in reducing Obesity, Heart Disease, Strokes, cancer and Mental Illness.

Environmental

Travel plans can reduce traffic which is the fastest growing source of greenhouse gas emissions.

Corporate

Reduction in travel costs, less pressure on parking, and better use of staff time. Having a green travel plan will improve our image with the public and other organisations.

6.0 Our Specific Commitments

The Trust operates from over 50 sites over two rural counties and provides a large amount of care to patients outside of its own buildings. This naturally means there is a high dependency on individual car travel for staff to carry out their normal business, and gives us a difficult challenge to reduce travel needs which lead to carbon and cost savings. In addition many staff live in rural areas where public transport options have diminished and services may not fit with working patterns.

The Trust will actively promote green travel by:

- Gathering baseline data to enable targets to be set and progress measured
- Develop travel action plans for all sites and engage Travel Plan co-ordinators
- Reduce business travel by use of video conferencing and home working
- Increase communications to ensure all staff are aware of initiatives
- Promote car sharing for staff and business travel with online website
- Limit the CO2 emissions allowed for lease and pool vehicles
- Ensure travel claims reward greener cars and encourage passengers
- Promote the use of cycles and provide facilities for staff and business travel
- Incentivise the use of public transport, green pool cars or electric bikes
- Ensure BREEAM 'excellent' targets for travel are met
- Manage car parking to benefit those who need cars for business or car sharers
- Provide resources to support the implementation of the travel plan and its initiatives
- Support staff to enable them to engage in greener travelling options

7.0 Monitoring and Key Performance Indicators

Progress against this policy will be monitored by the Sustainable Development Management group and reported to the Trust Board. The areas monitored will be:

- Scored against set targets using the Sustainability Data Assessment Tool, Travel section.
- We will aspire to achieve a 20% Carbon saving against Travel in Scope One of the Trusts Carbon Footprint by 2025.
- The travel policy will be reviewed annually
- Progress on specific Travel initiatives will be monitored through the Travel Action Plan.
- Specific Travel Plans for every site will be developed and rolled out across the Trust by 2025.

8.0 Appendices

Appendix 1 - Overarching Travel Action Plan

Appendix 2 - Travel Expenses Policy