

Brighton & Hove City Council

For general release

Meeting: Sustainability Commission

Date: 10th September 2003

Report of: Director of Human Resources

Subject: Staff Travel Plan-Phase 1

Wards affected: All

1. Purpose of the report

- 1.1 To update the Commission on progress towards the development and implementation of an integrated Staff Travel Plan for Brighton & Hove City Council, in keeping with the Council's Sustainable Transport agenda.

2. Recommendations

- 2.1 That the Commission endorse the report.

3. Information/background

- 3.1 The Staff Travel Plan was officially launched on 1st August 2003, with a raft of measures: discounts on weekly/monthly season tickets, on Brighton & Hove buses, interest free loans for the purchase of bicycles and the abolition of the administration charge previously levied on loans for annual bus or train season tickets. At the same time, a 20p per mile allowance was approved for staff using bicycles on Council business.
- 3.2 The launch was endorsed by the Chief Executive and there was good coverage in The Argus; take up on the season tickets on buses has been good, with about £3,000 worth sold to date and there have been half a dozen requests for bicycle loans. Interest in extending the discounts to three monthly and annual tickets has been high and the Lead Officer will be discussing this with the bus company, as well as approaching Stagecoach to see if they are willing to offer a similar discount.

4. Further information

- 4.1 At the request of the Chief Executive, there is to be an urgent review of the use and allocation of pool cars and also next month, a Council-wide project team will look at the question of staff car parking. The Convenor of the Sustainability Commission has requested that this should include car parking arrangements for elected Members.
- 4.2 The launch of the Staff Travel Plan coincides with 4 Flexible Working Pilots, looking at compressed working hours, wider use of remote personal computers and possible home-based working.
- 4.3 The up-coming Staff Survey will contain questions specifically designed to get an up-to-date picture of the Council's current catchment area and the preferred forms of transport, to and from work.

5. Consultation

- 5.1 The initiatives on Staff Travel and Flexible Working have involved consultation with the trade unions, recognised by the Council, as well as discussion within the Single Status Steering Board and the Terms and Conditions sub-group.
- 5.2 Best Practice has been canvassed from Local Authorities of a similar size and also, East Sussex County Council, whose Cabinet approved a Staff Travel Plan, last year.

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Financial implications

The introduction of an allowance for using bicycles on Council business and initiatives around Flexible Working should lead to a reduction in mileage allowance claims; this will be monitored in the coming months.

Legal implications

There are no legal implications attached to this report.

Corporate/Citywide implications The Staff Travel Plan will cover travel to and from work, travel while at work and will be used as an exemplar for organisations wishing to relocate to the City.	Risk assessment Staff using bicycles on Council business will be required to take appropriate safeguards for health and safety.
Sustainability implications The Plan is very much in keeping with the Council's Sustainability agenda.	Equalities implications Action on a Staff Travel Plan at this time is particularly appropriate, in the light of the Single Status exercise.
Implications for the prevention of crime and disorder None	

Background papers

None

Contact Officer

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