

**REPORT TO: ECONOMIC DEVELOPMENT & INFRASTRUCTURE
SERVICES COMMITTEE ON 26 MAY 2009**

SUBJECT: THE MORAY COUNCIL TRAVEL PLAN

BY: DIRECTOR OF ENVIRONMENTAL SERVICES

1. REASON FOR REPORT

- 1.1 To inform committee of the progress to date with The Moray Council Travel plan.
- 1.2 To seek approval of the Moray Area Offices, Elgin Area Offices and Corporate Travel Plan reports (**Available on the Members Portal**).
- 1.3 This report is submitted to Committee in terms of the Council's Administrative Scheme relating to the functions of the Council as the Roads Authority.

2. RECOMMENDATION

2.1 Committee is asked to approve:

- (i) **the adoption of the Elgin Area and Moray Area Travel plan reports and the recommendations contained therein;**
- (ii) **the Corporate Travel Plan report and action plan.**

3. BACKGROUND

- 3.1 The Government's National Transport Strategy (NTS) contains a requirement for all Local Authorities, major hospitals and health facilities to produce an operational travel plan by 2008. This is a plan which sets out actions which the Authority will put in place to ensure that both staff and visitors will minimise their use of the private car for transport to and from the premises, and for trips associated with the business of the Authority.
- 3.2 The aim is to not just to "promote" other modes of travel, but to help to facilitate the use of public transport, walking, cycling etc. This supports national, regional and local transport policy, but also can potentially ease some of the traffic management problems experienced in the major population centres in Moray. Emphasis is also attached to the health benefits of active travel.
- 3.3 The Moray Council achieved the first objective of an operational Travel Plan for HQ within the timescale indicated in the NTS and successfully secured central Government funding, via the Energy Saving Trust (EST), to complete complimentary travel plans for the major annexes within Elgin and the local area offices in Forres, Buckie and Keith. The Forres, Buckie and Keith Travel Plans will be reported to Committee on completion.

- 3.4 An overarching 'Corporate' Travel plan has also been completed to address a number of common issues contained within the individual site reports.
- 3.5 The Moray Council have already introduced a number of improvements following the recommendations outlined in the original HQ travel plan. These include the introduction of a pool bikes scheme and improved cycle storage at HQ and a number of other offices in Elgin. These projects have been funded by Hitrans.
- 3.6 An online booking system is to be introduced to allow staff to utilise the pool bikes for inter-office trips within Elgin.
- 3.7 Upgraded changing and shower facilities are proposed for HQ.
- 3.8 Further external funding will be sought to support travel plan projects during financial year 2009-2010.

4. SUMMARY OF IMPLICATIONS

(a) Corporate Development Plan/Community Plan/Service Improvement Plan

The Council is committed to improving levels of active travel and public transport usage as outlined in the current Local Transport Strategy:

- **Key objective 1c; To improve accessibility to jobs, services and facilities within Moray by realising the potential for public transport, cycling and walking.**
- **To increase cycling and pedestrian travel within Moray by developing a comprehensive cycle/pedestrian network incorporating national, area wide and local routes and improved facilities.**

There is also a commitment in the Council's three year priority plan to:

- **Develop and implement a strategy for traffic management in Elgin that will be the basis for provision of a quicker, safer and more reliable transport system in and around Elgin while accommodating future development.**
- **Work with Hitrans to improve the transport infrastructure and make every effort to encourage and facilitate the use of alternative forms of transport to the private car.**

(b) Policy and Legal

A review of the flexible working hours scheme, home working and travel and subsistence policies have been programmed by personnel to take place during 2009.

Any revisions will reflect the corporate approach towards encouraging sustainable business travel as detailed in the Moray Council Travel Plans.

(c) Resources (Financial, Risks, Staffing and Property)

There is no provision within the current revenue or capital financial plans to implement the recommendations of this report and therefore further external sources of funding will be sought to continue implementing the travel plan actions during the current financial year.

The development and implementation of the travel plan will be managed within existing job structures.

Drawings and costings for the provision of changing and shower facilities in H.Q. have been prepared and a separate report on this issue will be presented to the Policy and Resources Committee

(d) Consultations

Lorraine Paisey, Principal Accountant has been consulted and comments have been incorporated in this report.

Aileen Scott, Principal Solicitor has been consulted and comments have been incorporated in this report.

Members of the Travel Plan working group have been consulted during the development of the Travel Plan documents.

The cross departmental group consists of representatives from Personnel, IT, Transportation, Estates and Area Office Managers / Representatives.

Members are listed below:

Craig Walker/ Frances Garrow (Personnel), Graham Cooper/ Graeme Shanks (ICT), Stuart Beveridge (Estates), Chris Thompson (Transportation), Donald Lunan/ Emma Gordon (Planning), Peter Findlay (PTU).

Gus Dobney (Keith Area Office), Doreen Work/ Alistair McQuaker (Buckie Area Office), Lara Scott (Forres Auchernack), Andrew Graham (Academy Street), Richard Adam (Ashgrove Depot), John McMulkin (Commerce House), Peter Anderson (11 North Guildry

Street), Shona Philip (9 North Guildry Street), Chris Toon/ Linda Magill (Beechbrae).

The Consultees agree the content of the travel plan reports.

5. CONCLUSION

- 5.1 The adoption of the travel plan reports and their recommendations will continue the positive start made during 2007/08 with the implementation of the HQ travel plan. In addition to fulfilling its statutory obligations towards the National Transport Strategy and Carbon management programme the Council will be further reinforcing its commitment to sustainable travel, the health and wellbeing of its workforce and care of the local environment.**

Author of Report: Chris Thompson, School Travel Co-ordinator
Background Papers:
Ref: