

MORAY COUNCIL TRAVEL PLAN - RECOMMENDATIONS		
<p>The following officer recommendations are based on the Energy Savings Trust Council Offices Travel Plan Report. It should be noted that initiatives would be provided, as funds become available from internal and external sources.</p>		
Travel Plan Theme	Description	Proposed Action
Identify a Travel Plan Co-ordinator	<p>Identify a member of staff to coordinate the operation of the Council Travel Plan.</p> <p>The Travel Plan Coordinator will assist in the development of further travel plans for other appropriate Council sites.</p>	<p>It is intended that this remit will be a part of the job tasks for a post in Transportation section, Environmental Services.</p> <p>Work is under way to fill this post as soon as possible</p>
Set up a Travel Plan Officer Group (TPOG)	<p>Travel Plan Officer Group to consist of the Travel Plan Coordinator and representatives from appropriate services.</p>	<p>Set up Travel Plan Officer Group (TPOG).</p>
Travel Information	<p>Provide staff based at Council offices with travel information including walking, cycling and public transport links.</p> <p>Provide visitors with travel information.</p>	<p>Prepare a travel directions/site plan for Council offices that could be made available on the Council web site.</p> <p>TPOG to investigate further travel information initiatives.</p>
Promote Active Travel and Use of Public Transport	<p>Investigate and develop a range of initiatives that encourage and promote more active travel and use of public transport by staff and visitors.</p> <p>Highlight the health, economic and environmental benefits for individuals and the wider community</p>	<p>Grant Funding has been secured from Hitrans and Sustrans for a 'Promotion and Information' event to be held in Elgin in 2008.</p> <p>TPOG to investigate further opportunities to promote active travel.</p>
Active Travel and Public Transport Measures	<p>Investigate and develop a programme of measures to increase the number of staff choosing to make an 'active travel' journey.</p> <p>This could include route maps, cycle parking, lockers, changing, shower facilities, low-interest public transport season ticket loans.</p>	<p>Grant funding has been secured from Hitrans and Sustrans that will enable the installation of some new sheltered cycle parking.</p> <p>TPOG to investigate active travel and public transport measures.</p>

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Award Schemes	<p>The Council Travel Plan will bring about direct evidence of positive action being taken to support a wide range of policies.</p> <p>The 'Healthy Working Lives' Scheme recognises good practice by employers to support health and well being initiatives.</p> <p>The Cycling Scotland 'Cycle Friendly Employer Award' formally recognises commitment by employers to promote cycling and walking.</p>	<p>The Council Travel Plan can support work already being carried out for 'Healthy Working Lives' Scheme. TPOG can assist officers already working on the scheme.</p> <p>TPOG to consider an application to Cycling Scotland at an appropriate time.</p>
Travel by Car and Car Parking	<p>Investigate and develop a possible lift-sharing scheme and guaranteed lift home scheme.</p> <p>Review the management and operation of Council office car parks. Consider alternatives that bring about more efficient use of the available spaces.</p>	<p>TPOG to investigate lift-sharing scheme, guaranteed lift home scheme and operation of car parks.</p>
Travel Survey	<p>Conduct regular travel surveys to monitor changes in travel from previous survey.</p> <p>This will enable consideration of the need for any changes to the Council Travel Plan.</p>	<p>TPOG to make arrangements for regular travel surveys.</p>