

Report to Partnership Meeting – 5th June 2009

FINANCE

TRAVEL PLANS PROGRAMME 2009/10

PURPOSE OF REPORT

To seek approval of the proposed budget programme for the £35,000 2009/10 allocation by Scottish Government to HITRANS towards *Mainstream SMART Measures by Local Authorities and Health Boards*. This is the new programme designation the Scottish Government has applied to the previous Travel Plans budget and reflects the revised targets against which success of the programme is being measured with a focus on the delivery travel plans by all local authorities and health boards.

BACKGROUND

The main expected outcome of the Programme is to increase the number of staff, visitors and suppliers in Local Authorities and Health Boards using more sustainable modes of transport. The objectives of the grant are:

- i. work with Local Authorities and Health Boards to implement and expand the coverage and monitoring of Travel Plans and disseminate lessons learnt through the production of case studies; and
- ii. work with Local Authorities, and other sustainable and active travel stakeholders, to encourage organisations and individuals, for example through best practice, leadership, national events, promotion of publications, websites and tools, to test and habitually use more sustainable forms of transport.

The targets against which progress in achieving objectives / expected outcomes will be monitored are:

- i. The continuation or implementation of a monitoring scheme by April 2009. Implementation of the Energy Saving Trust Travel Plan monitoring tool, by all Local Authorities and Health Boards by April 2010;
- ii. The development of at least two travel plan case studies for each Local Authority and each Health Board within the RTP area per financial year.

The case studies can cover any element of the travel plan process including development, gaining senior management support, implementation of a measure and monitoring or reviewing of the travel plan. The case study should be at least one page in length and contain the following elements:-

- The rationale for the process i.e. why it was done
- The outputs i.e. what was done
- The outcome i.e. what was achieved

- Learning experience i.e. what would be done differently
- Link to National indicators and targets; and
- Signed off by a senior member of the Local Authority or Health Board

At least one case study per organisation should cover the implementation of a travel plan measure that was put into operation within the last 12 months.

- iii. Increase the coverage of the Local Authority and Health Board Travel Plans to cover at least 60% of staff by April 2009, 80% of staff by April 2010. This should exclude teachers and other educational staff working in schools.
- iv. Produce at least one case study of a project which implements the advice contained in SPP17, or PAN76, within the area covered by the RTP by April 2010.
- v. Produce an action plan detailing measurable sustainable and active travel outcomes that the RTP will be implementing. For example this could be increase the number of people using a car sharing database or an increase use of tele / home working.

This is the final year that Scottish Government intends to support this work with direct Grant funding to RTPs.

ISSUES IDENTIFIED IN TERMS OF GRANT CONDITIONS

HITRANS officers have previously expressed concerns with Scottish Government civil servants regarding what we see as the very large number of case studies we in the Highlands and Islands are required to produce by this Programme. The conditions previously required 23 Case Studies to be produced each year which was extremely challenging. HITRANS officers have given Scottish Government officials an assurance that we will work with partners in local government and the four Highlands and Islands NHS Board areas to produce as many of these case studies as possible. To date five case studies have been submitted for 2008/09 but all of these were produced by HITRANS in relation to our own travel plan and travel planning activities, and not by other public sector partners.

The Scottish Government has set as a condition of the grant the “Implementation of the Energy Saving Trust Travel Plan monitoring tool, by all Local Authorities and Health Boards by April 2010.” The supply of the necessary Energy Savings Trust monitoring tool has been delayed so while we are keen to deliver this condition this will be determined by the availability of the monitoring tool in an achievable timescale. We will continue to work closely with Scottish Government, other RTPs, the EST and ACT Travelwise partners to improve travel plan monitoring which we see as critical to the ongoing success in achieving workplace modal shift as an important element of reducing carbon emissions in the public sector.

The final issue of note in terms of the funding in 2009/10 to HITRANS under the *Mainstream SMART Measures by Local Authorities and Health Board* programme is that this budget has been reduced from £107,000 in 2008/09 to £35,000 for 2009/10. This reduction will change the scope of our activities this year. However there is still ongoing funding available through the Energy Savings Trust to support businesses in implementing workplace travel planning and HITRANS is well placed to play a key role in encouraging businesses across the Highlands and Islands to access this support to their individual benefit.

PROPOSED USE OF THE 2009/10 GRANT

Get Healthy, Get Active!

HITRANS introduced 'Get Healthy, Get Active!' our sustainable travel grant scheme in 2007/08 and achieved good results in terms of promoting better travel with participation by our partner Councils. This success continued into 2008/09 with a further £21,480 awarded to The Moray Council and Highlands & Islands Airports Limited to improve active travel facilities at various workplaces in the region.

With the reduction in the HITRANS budget for travel plan related activities in 2009/10 an allocation of £10,000 is recommended to continue the good progress achieved through the *Get Healthy, Get Active!* scheme in earlier years.

www.IfYouCareShare.com

HITRANS launched our journey sharing web portal in June 2008 with the simple and easily remembered domain name [www.IfYouCare Share.com](http://www.IfYouCareShare.com). This name was selected as the favourite from over 100 very good entries in a competition HITRANS ran in schools throughout the Highlands and Islands. The winning name was the product of some really good thinking on the parts of two S2 pupils at Sgoil Phaibil in North Uist.

HITRANS contract with Jambusters to manage and deliver the site will run to February 2013 giving continuity of access to the portal. However if we are to achieve our original target of 2,500 registered users of the site it is essential that we continue to promote the site through local radio and media. A budget of £5,000 is recommended for this activity.

Active Travel Regional Audit Match Funding

The Active Travel Regional Audits are continuing in 2009/10 and will see more Regional centres audited to identify barriers to active travel in each location, and identify how these might in time be overcome. To support member local authorities to deliver some of the infrastructure works recommended in past and future Active Travel Audits HITRANS officers recommend setting a budget of £20,000 aside in the travel planning programme. This funding would be available to part fund the costs of making improvements recommended in the Audits. This funding will be available to local authorities to support a maximum of 50% of their costs.

RECOMMENDATIONS

1. Members are asked to note the report.
2. Members are asked to consider the proposed programme and approve the expenditure as proposed in the report.

Report by: Randal Robertson
Designation: Partnership Manager
Date: 21st May 2009