

Report to Partnership Meeting – 8th October 2009

FINANCE

TRAVEL PLANS PROGRAMME 2009/10

PURPOSE OF REPORT

To update Members on progress in developing and delivering the £35,000 2009/10 allocation by Scottish Government to HITRANS to *Mainstream SMART Measures by Local Authorities and Health Boards*. The budget allocation was approved by Members at the Partnership meeting on 5th June 2009.

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. 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.

ALLOCATION 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 has been set aside for this fund. No project proposals have been received by HITRANS and the only recorded expression of interest to date has been from Moray Council.

To help meet the exacting requirement for case studies to be provided on projects funded by the Scottish Government travel plans allocation to RTPs any funding awarded through *Get Healthy, Get Active!* will be paid only after a case study has been provided by the bidding party. Simple case study templates have been developed to ease this process.

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. A budget of £5,000 has been allocated for promotion of this site.

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 Members agreed to allocate a budget of £45,000 to part fund these works. £20,000 of this funding has been allocated from the travel plans grant while the remaining £25,000 is provided through the Research and Development budget.

Partnership Advisors discussed the intervention rate that HITRANS should apply to the funding of Regional Audit Active Travel infrastructure and it was agreed that this shall be set at 25%. Therefore it is hoped that the funding can support projects of a total value of £180,000.

No proposals have been submitted yet but the Partnership Manager with responsibility for Active Travel is working closely with local authority Advisors and their colleagues in developing projects.

RECOMMENDATIONS

1. Members are asked to note the report.

Report by: Ranald Robertson / Frank Roach
Designation: Partnership Manager
Date: 10th September 2009