

UCLH Action Management Templates – Travel

(source: UCLH Carbon Reduction and Sustainability Management Plan, 2010)

Bicycles

Management Initiative	
<i>Action 46 Bicycles</i>	Promote bicycle usage and make staff more aware of the NHS scheme for provision and subsidies for this. Improve secure facilities for bike lock-up and showers.
<i>Action 47 Work with local groups</i>	Work with local groups to promote green travel and encourage walking/cycling
<i>Action 48 Promotion</i>	Offer materials which highlight safe cycle and walking routes to the Trust
<i>Action 49 Pool Bikes</i>	Use of Trust bikes for travel throughout the Estate
Timescale Ongoing	
Cost TBC on a scheme by scheme basis	
Payback TBC by steering group	
Issues Awareness	
Responsibility Travel plan co-ordinator	
Measuring Performance Increased use of bike lock ups, more demand for bike lock ups, demand for bike loans	

Public Transport

Management Initiative	
<i>Action 39 Season Ticket Loans</i>	Promote these to all staff
<i>Action 40 Communicate travel information</i>	Provide staff, visitors and patients with up to date travel information i.e. intranet service and travel boards, provide alternatives where problems exist
<i>Action 41 Make the options clear</i>	Ensure that the directions of the nearest underground and overground stations are clearly signposted
Timescale Ongoing	
Cost TBC on a scheme by scheme basis	
Payback TBC by steering group	
Issues Communication	
Responsibility Travel plan coordinator	
Measuring Performance Increase in season ticket loan applications	

Travel Awareness

Management Initiative	
<i>Action 35 Identify key member of staff responsible</i>	An individual should be given the responsibility to promote awareness of sustainable/green/ active travel within the Trust, and any associated schemes/ subsidies etc
<i>Action 36 Produce re-branded travel material</i>	This will ensure that a current stance is promoted to all staff
<i>Action 37 Launch a sustainable travel programme</i>	Incorporate this in line with the staff travel plan, and also promote within the local community, partners, visitors and patients
<i>Action 38 Report on targets</i>	Make it clear to staff the reasons why sustainable travel is important and report on emissions reductions etc
Timescale Ongoing	
Cost TBC on a scheme by scheme basis	
Payback TBC by steering group	
Issues Time, awareness, communication	
Responsibility Travel Plan co-ordinator, Director of Workforce	
Measuring Performance Mileage monitoring (?)	

Travel Procurement

Management Initiative	
<i>Action 50 Low Carbon Vehicles</i>	Procure low emitting vehicles for the fleet, these will not only lower tax costs, but also the carbon footprint of the Trust
<i>Action 51 Fleet Reporting Mechanism</i>	This will help understand the efficiency and emissions of Trust vehicles
Timescale Ongoing	
Cost TBC on a scheme by scheme basis	
Payback TBC by steering group	
Issues Short term expense, needs of Trust	
Responsibility Procurement manager	
Measuring Performance Reduced costs, mpg performance	