

GTP action plan

Action Plan 2011 – 2013

| No. | Status | Action | Responsible Service | Progress | Target end date |
|---------------------------------------|----------------------------|---|---------------------|--|-----------------|
| 1. Information & awareness | | | | | |
| 1.1 | Started Oct 2010 - ongoing | Regular articles in the CM on GT | Communications | Article re getting to County Hall – Nov10 Full back page of Jan11 | |
| 1.2 | On going | Use social media and website to promote GT and improve reputation | Communications | | |
| 1.3 | | Produce press release and publish on web site, key mile stones as achieved. | Communications | | |
| 1.4 | Nov 10 and on going | Circulate information relating to public transport to all staff | Communications | Bus time table printed and circulated | |
| 1.5 | | Include GT in recruitment packs | Communications | | |
| 1.6 | | Publish | | | |

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| | | information on the new build blog | | | |
| 2. Parking management | | | | | |
| 2.1 | | Determine the number of parking spaces required at each site. | GTG | | |
| 2.2 | | Ensure compliance with the Equality Act in relation to access for disabled persons. | GTG | To comply 4% disabled spaced required. Currently 4 on plan – check if considered adequate | |
| 2.3 | | Establish incentives and disincentives to reduce the demand on car parking space | GTG | Consider parking charge to fund potential incentive schemes Approved in principal by members | |
| 2.4 | Nov 10 | Provide alternative to car spaces ie motor bike and cycle | GTG/Central Services | Confirmation from plans and property that these are factored in | |
| 2.5 | | Produce a policy/scheme for the allocation and cost (if required) for parking motor | GTG | Survey of staff complete – 55% for combi system – getting comments from partners – next meeting 17 th Feb | |

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| | | vehicles | | | |
| 3. Promoting healthy options | | | | | |
| 3.1 | Nov 10 | Consider the implementation of the cycle to work scheme | Finance to consider – SO to send information through | | |
| 3.2 | Nov 10 | Review the current situation regarding council owned pool bikes | LA and RP to look into this | Current bikes not fit for use – no rationally to make purchase of new cycles currently but to be kept under review | |
| 3.3 | Nov 10 | Review and ensure sufficient security and storage cycles | RP to look at provision at all sites | | |
| 3.4 | To wait until early 2011 | Campaign to promote cycling and health benefits + Dr Bike | Poss tie into Cycle to School week LA to find out dates | | |
| 3.5 | To wait until spring 2011 | Campaign to promote walking and its benefits | | | |
| 3.6 | | Establish a walking buddy scheme | | | |
| 4. Promoting public transport | | | | | |
| 4.1 | Nov 10 | Obtain material | SO for staff and | Bus timetables circulated at PH | |

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| | | relating to local public transport | HW to update website on how to get to Children's Centres | | |
| 4.2 | | Consider initiative to assist staff in reducing public transport costs. | | | |
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| 5. Reducing car use and emissions | | | | | |
| 5.1 | | Establish a car share scheme for staff and partners | DK to look into | Priority parking as an incentive to share | |
| 5.2 | No start date | Consider use of council owned green vehicles for business travel in the Borough for essential users | | | |
| 5.3 | Early 2011 | Review the definitions of an essential car user | HR to work with Unions taking into consideration results from Travel Survey | | |
| 5.4 | Nov 10 | Organise reduced | GTG | Continued discussion at meetings | |

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| | | car days | | | |
| 5.5 | Dec 10 | Establish a policy for dealing with domestic emergency when alternative green travel arrangements have been made | SO | Report to MT to recommend taxi home or another essential car user | |
| 5.6 | | Promote flexible working and staggered start/end times to remove peak travel congestions and emmissions | | | |
| 6. Reducing travel | | | | | |
| 6.1 | | Promotion of the Homeworking policy | | | |
| 6.2 | | Implement meeting free days | GTG | Suggestion of Tuesdays and link with reduced car use days | |
| 6.3 | | Development of transactions online | Communications through Customer Services | Work ongoing | |
| 6.4 | Ongoing | Continue to ensure quality and upto | All service areas with promotion | | |

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| | | date service information available on website | from Comms and ICT | | |
| 6.5 | | Encourage the use of conference calls | comms | | |
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