

## Welcome

Welcome to this leaflet which gives a summary of Tandridge District Council's Travel Plan for staff, as well as information on greener ways to travel to work.

The full Travel Plan is available on the Council's website at [www.tandridge.gov.uk](http://www.tandridge.gov.uk) which also has a number of transport related links.

## The need for the Travel Plan

The Council, as the Local Planning Authority and a major employer in the area, wishes to set a good environmental example to its residents and local businesses in the way it conducts its own business.

The purpose of the Travel Plan is to offer real alternatives to the car for a better working and travelling environment, through fewer car journeys.



## Aims of the Travel Plan

Due to increases in the number of staff in relation to car parking provision, the Council is continuing to bring about a change in travel patterns and set objectives to reduce its impact on the environment in line with government objectives to:

- Tackle congestion – by cutting the number of single occupancy vehicle trips.
- Improve air quality – by reducing environmental pollution.
- Improve road safety.
- Increase accessibility – by widening travel choice.

Government guidance clearly recognises the role that travel plans play in the delivery of sustainable transport objectives including:

- Reduction in car use.
- Increased use of walking, cycling and public transport.
- Reduced traffic speeds and improved safety, particularly for pedestrians and cyclists.
- More environmentally friendly delivery and freight movements.

## Positive action already taken

- Staff travel to work survey.
- Buses 4U staff service between Caterham and the Council Offices.
- Sustainable site visits.
- Car sharing [www.surreycarshare.com](http://www.surreycarshare.com)
- Surrey Car Share (Local Public Service Agreement) – LPSA.
- Cycle parking provision.
- Alternative Travel Week.
- Car park pass guidelines.

## Targets

This Travel Plan aims to reduce dependence on car travel, while balancing business efficiency with targets.

The following targets aim to help achieve this:

- To increase the number of staff car sharing by 50% by end of 2012.
- To treble the number of staff cycling by end of 2012.
- To double the number of staff walking by end of 2012.
- To double the number of staff using public transport by end of 2012.
- To increase the number of staff using Buses 4U by end of 2012.

## Conclusion and next steps

In summary, the Council's actions for the Travel Plan are:

- Support of home working where appropriate and feasible.
- Continue to monitor targets set out in the Travel Plan by staff surveys.
- Site surveys following any major change in business use of the Council Offices or to car park structure.
- Car park passes only issued to essential business users, disabled staff and other appropriate users.
- Alternative Travel Week held annually.
- Assess the frequency of business trips by car and encourage staff where possible to use public transport or car share.
- Continue to offer interest free loans to staff for bus and rail season tickets.
- In exceptional circumstances, make transport available to staff for business use.
- Look to provide additional cycle parking to encourage staff to cycle between home and office.
- Promote the car share scheme to existing staff and to new and prospective employees.
- Continue to support the East Surrey Rural Transport Partnership and in particular, the Buses 4U service for staff.
- As a partner in Surrey Car Share (LPSA), seek to fulfil roles and responsibilities in this scheme.
- This Travel Plan will be reviewed in 2012.

*We can provide this document in a range of languages and formats on request. It is also available on The Hub.*

## Greener ways to work at Tandridge

This travel information is given in support of the Travel Plan. Fuller information and links are given on the staff intranet (The Hub), as well as the main website. Leaflets and timetables are also available in the Council Offices reception area.

## Buses

Two scheduled local bus routes serve Oxted. The **410** provides an hourly east-west link between Westerham and Redhill. The **594** is a local service that links Oxted, Hurst Green & Holland.

For timetables and more information visit:

- [www.southdownpsv.co.uk](http://www.southdownpsv.co.uk)
- [www.metrobus.co.uk](http://www.metrobus.co.uk)
- [www.surreycc.gov.uk](http://www.surreycc.gov.uk) (Roads & transport link)

## Buses 4U - Demand Responsive Service



Buses 4U is a flexible local bus service with no fixed timetable and can provide transport to any destination within the Tandridge District Council area, subject to regular school runs and booking on a first come first served basis.

## Buses 4U - Staff Shuttle

Buses 4U also operates a staff shuttle leaving Caterham at 7.45am and arriving at Oxted by 8am. The return journey leaves Oxted at 4.30pm.

To book Buses 4U call the Travel Centre between 8.30am and 4.30pm on Mondays to Saturdays on: **01372 20 45 40**.

For more information contact Marcus Dodé on 01883 732877 or [mdode@tandridge.gov.uk](mailto:mdode@tandridge.gov.uk)  
[www.buses4u.org.uk](http://www.buses4u.org.uk)



Buses 4U is operated by the East Surrey Rural Transport Partnership, Registered Charity No.1121750  
[www.eastsurreyrtpp.org.uk](http://www.eastsurreyrtpp.org.uk)



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## Car share

Car sharing enables you to reduce fuel costs, traffic congestion and exhaust emissions, helping the environment whilst making new friends. To register with Surrey Car Share and search for possible car sharers go to: [www.surreycarshare.com](http://www.surreycarshare.com)

For more information contact Peter Kefford on 01883 732760 or [pkefford@tandridge.gov.uk](mailto:pkefford@tandridge.gov.uk)



## Cycling and walking

Cycling and walking are excellent ways to keep fit. Some local roads have dedicated cycle routes. Cycle racks are provided in the car park and showers are available in the Council Offices building.

## Moped Loan Scheme



Mopeds save fuel and road space. The East Surrey Rural Transport Partnership runs a moped loan scheme for staff. The loan cost is £8 per week and staff are responsible for their own tax, insurance, training, maintenance and equipment costs.

For more information contact Zoe Halsey on 01883 732791 or [zhalsey@tandridge.gov.uk](mailto:zhalsey@tandridge.gov.uk)

## Trains

Oxted has excellent north-south rail links and the station is just five minutes walk from the Council Offices. Plan your journey and look up live train departure information for most local stations at [www.nationalrail.co.uk](http://www.nationalrail.co.uk)



## Any other ideas?

If you have any other ideas on improving travel to work or would like more Travel Plan information, contact John Phillips on 01883 732867 or [jphillips@tandridge.gov.uk](mailto:jphillips@tandridge.gov.uk)

# Tandridge Travel Plan for Staff 2008 - 2012



November 2008

