



### Public transport

#### Explore and promote public transport discounts for sustainable travel

Work in partnership with public transport organisations and operators to explore offering discounts to staff for commute and business travel

### Wheeling, walking and cycling

#### Offer the cycle to work scheme

Offer the cycle to work scheme to all staff

#### Enable staff to access bicycles more easily at work

Improve access to cycles at work or look into implementing such schemes where appropriate, e.g. pool bikes or hire bikes where corporate membership is available locally

#### Provide staff with facilities and accessories to encourage active travel

Assess, provide and promote supportive active travel facilities as appropriate (depending on the needs of staff), such as secure cycle storage, drying rooms, lockers or showers and hair dryers at all main sites

#### Promote cycle training and maintenance sessions

Promote cycling and cycle maintenance training as appropriate

### Communications and leadership

#### Provide information on how to reach our sites sustainably

Promote existing and new guidance, interactive maps and timetables (such as those available via Traveline Cymru) on how to get to sites. Where appropriate, contribute to existing interactive maps showing, where relevant, all walking and cycling infrastructure and public transport links for our main public sector sites in Mid and West Wales

#### Consider healthy travel across our wider functions

Promote and consider healthy travel options and benefits across wider functions, such as: procurement, conferences, planning of workplace and office accommodation, and when advertising roles in our organisations

#### Promote personal travel planning to staff

Promote personalised travel planning as a routine part of the induction programme for new employees, with a further offer at regular intervals thereafter to all existing staff (e.g. in annual personal performance reviews), supporting and encouraging staff to travel by walking, cycling or public transport as the default

#### Listen and respond as appropriate to staff on a regular basis

Listen and respond as appropriate to staff on a regular basis to identify how to overcome individual and organisational barriers to healthy travel

#### Use consistent communications messages

Use consistent messages across all Charter signatories regarding sustainable transport, using resources from the Healthy Travel Wales website as appropriate

#### Measure travel modal split for staff commutes

Measure the travel modal split for staff commutes (where relevant) and business travel at least annually to assess progress

### Reducing vehicle emissions

#### Encourage sustainable travel through expenses policies

Use a standard flow chart for employees which reflects the sustainable transport hierarchy when considering business travel

#### Promote car sharing as appropriate

Promote and encourage car sharing or use of lift sharing for staff commutes and business travel as appropriate. Aspire to reserve at least 10% of staff parking spaces for car share vehicles

#### Look at options for ultra low emission vehicles in our fleets and procurement

Review, including mapping and monitoring our fleet and procurement arrangements (where applicable) for introduction of ultra low emission vehicles

#### Review provision of electric vehicle charging facilities

Review the current and future need for electric vehicle (EV) charging infrastructure on our sites in collaboration with others to enable sharing of infrastructure

### Agile working

#### Support flexible working

Provide flexible working options wherever possible, including home and/or hub working

#### Develop a culture of agile working

Develop a culture of agile working to reduce the distance and need for travel. Identify skills gaps and provide training for managers to support them managing staff remotely. Enable public sector staff to use 'hot desks' across settings where possible

