

NHS Foundation Trust

**Staff Travel Options**

**Reducing congestion and encouraging green or sustainable travel is a Trust priority. We aim to achieve a balanced transport system for staff travelling to work and have developed an Active Travel Plan. This plan hopes to reduce single-occupancy car journeys and promote other modes of more sustainable transport, which could also increase people’s fitness.**

**Full implementation of the Travel Plan, supported by the Travel Choice Policy, will result in improvements in both environmental quality and the parking experience of our staff, patients and visitors**

Under the GWH system you are able to park on site **seven days in ten** (pro rata)over a rolling two week period during the hours of 6.30am to 7pm Monday to Friday. Overnight parking (after 7pm) or on weekends and Bank Holidays will still be charged at £1.50 for staff with no loss of allocated days, normal charges apply for visitors.

During other times you can make use of our car sharing technology which makes it easy to find a colleague to share your journey to work with, or you can make use of a range of other travel options listed below.

#### Your Options How it works. What are the benefits? How much it will cost?

**Car Sharing Scheme** The Trust uses a car sharing website to

make it easy for you to find a colleague to share your journey to work with.

The number of users is growing fast; you can register online at [www.gwh.liftshare.com](http://www.gwh.liftshare.com) to easily find your car share colleague.

Parking on site will be limited to seven days in ten over a rolling fortnight between 6.30am – 7pm. By car sharing you will be able to split the cost of parking and fuel with your car share colleague, and between you be able to park on site all of the time.

By car sharing with a colleague your individual cost savings could be over £1200 annually (depending on the length of your journey).

You could reduce your annual carbon emissions by half, compared to those who don’t share their journey.

£1.50 per day to park on site.

#### Public Transport - Staff Bus Schemes

#### Network Card: These are available to buy from the Thamesdown Travelshop on Fleming Way. To use simply place your card on the ‘bullseye’ on the bus driver’s machine and the appropriate fare will be deducted from the card.

#### Free one month travel pass:

Standard Smartcard users can trial using the Bus Schemes and can obtain a free one month Travelcard.

**Annual Hospital Travelpass Scheme:**

If you are going to be regularly travelling to work by bus why not sign up to a years’ worth of discounted bus travel? The Trust can buy you an annual travelpass and you then just pay for it in quarterly payments, or by monthly deductions from your salary.

There are two passes available, the standard Travelpass (Urban Swindon) and the Travelpass Plus (Urban Swindon and Outlying Areas).

It’s quick, easy and convenient. You can buy a new card at any time.

This is a great way to try out what travelling to work by bus is like, and see whether it suits your travel needs – at no cost!

The discount is nearly 20% on the same price the public pay for bus passes.

You can use the pass whenever you want – not just for work.

With this option you will be eligible for 10 free barrier accesses every two months. Should you need to, these handy passes will allow you to park in the Staff Car Parks free of charge (pro rata according to the number of days on site).

£10, £20 or £30 cards are available.

#### Free

(For one month trial)

An annual Travelpass is

£544 and the Travelpass Plus is £629; these can be paid for on a monthly or quarterly basis. Monthly deductions via salary will be £45.33 (Travelpass) and £52.42 (Travelpass Plus). Quarterly payments will be £141 (Travelpass) and £163 (Travelpass Plus). \*Visit the Thamesdown Transport website for further info.

## Continued overleaf

**Staff Travel Options - Continued**



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| **Public Transport - Staff Train Ticket Scheme** | If you are intending to travel to work by train, you can apply for an annual train season ticket loan. Once approved the Trust will reimburse you the cost of your ticket (minus one month’s payment). You then just repay the cost of the season ticket by monthly deductions from your salary. | This is an interest free loan.  The maximum value of the loan is £4,500 (subject to individual approval). | To help find out how much a season ticket could cost you visit the National Rail website [www.nationalrail.co.uk](http://www.nationalrail.co.uk) and use their Season Ticket Calculator. |
| **Cycling** | **NHS Cycle to Work Initiative:**  This option allows you to loan a bike of your choice from NHS Cycle to Work, for 12 months. You can then decide to buy the bike out right (under a separate agreement after the loan period has finished) or return it for a small fee.  There is secure cycle parking, and secure lockers and changing facilities provided on site. | Interest free credit.  Signing up to this scheme can mean you get over 20% off the high street price of a bike.  As a registered cycle user you will be eligible for 10 free barrier accesses every two months. Should you need to, these handy passes will allow you to park in the Staff Car Parks free of charge (pro rata). | **Free to park** |
| **Motorbike** | If you are using a motorbike, it is free of charge to park on site, and there are specific areas set aside for motorbike users to park in. | Designated motorbike parking areas mean there is no need to look around for a space, making it quick and easy to park  If you are not a registered car user, you will be eligible for 10 visitor barrier accesses every two months. Should you need to, these handy passes will allow you to park in the Staff Car Parks free of charge (pro rata). | **Free to park** |
| **Drop - off** | Have you thought about getting someone to drop you off and pick you up from work? | Takes the hassle out of parking.  You can get dropped off right at the door. | **Free**  No need to park |

# Further details on any of the travel options listed can be found in the policy ‘Travel Choices for Staff and

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| **What if I need to go out** | **Pool Car Service:** |
| **and about on work business and I haven’t got a car?** | Pool cars will be available for work purposes if you do not have access to your own vehicle. These vehicles will be parked in |
|  | dedicated bays. |
|  | The vehicles will be available on a first come |
|  | first served basis with booking available via |
|  | email. Please see Pool Car Intranet Page. |
|  | Bookings can be taken up to four weeks |
|  | in advance. The vehicles are insured for |
|  | business use only and must not be used for |
|  | commuting to/from home or work. |

**Visitors to the Great Western Hospital’ which is available on the staff intranet.**