Level 2 Healthy Travel Charter
Update report

About this report

Your organisation's name:	Vale of Glamorgan Council
Your name:	Lisa Elliott
Your email:	ljelliott@valeofglamorgan.gov.uk
Sites/areas your Level 2 commitment refers to:	*Council sites within the Vale of Glamorgan*
When do you anticipate completing the Charter commitments?	30 September 2025
Date this baseline report was completed:	05 September 2024

Your Level 2 Charter options

Please place an 'X' next to the 'tailored commitments' you have signed up to:

x	Achieve Cycle Friendly Employer accreditation	x	Arrange and promote staff discounts for all public transport providers
	Restrict or reduce staff car parking	x	Reduce 'grey fleet' emissions

Your baseline assessment

Please assess your organisation's current position against the commitments in the Charter. You should refer to the detailed description for each commitment in the Charter, to understand what is required to meet each commitment. For each commitment you should select the Status from the drop down box, and provide any relevant evidence in the box provided.

Universal commitments

Commitment	Status
Identify a named senior lead	Fully in place
Evidence or description to support status if marked Partially in place or Fully in place	
Tom Bowring, Director of Corporate Resources	

Commitment	Status
Agree a corporate budget	Partially in place
Evidence or description to support status if marked Partially in place or Fully in place	
No specific identified budget but would need to be spread across all directorates. Project Zero funding application successful to achieve Cycle Friendly Employer status.	

Commitment	Status
Implement a culture change programme	Not started
Evidence or description to support status if marked Partially in place or Fully in place	

Commitment	Status
Listen and respond to staff views	Partially in place

Evidence or description to support status if marked Partially in place or Fully in place
Annual staff surveys allow staff to leave free text responses. These responses can be analysed to identify specific barriers to sustainable travel.

Commitment	Status
Take an inclusive approach, supporting equality and diversity	Fully in place
Evidence or description to support status if marked Partially in place or Fully in place	
The Councils Diverse Network promotes an inclusive workplace that actively celebrates its diverse community and workforce. The Council achieved REM Trailblazer Bronze Status to recognise action taken on race inequality. The Council are a member of the Stonewall Diversity Champion Scheme. The Council have a Disability Network and in April 2024 2.8% of Council staff said they had a disability that limited them a little.	

Commitment	Status
Offer agile working to staff, as appropriate to role	Fully in place
Evidence or description to support status if marked Partially in place or Fully in place	
Where a job role allows agile working this is fully in place.	

Commitment	Status
Implement sustainable travel plans	Not started
Evidence or description to support status if marked Partially in place or Fully in place	

Commitment	Status
Make sustainable travel the default for business travel	Partially in place
Evidence or description to support status if marked Partially in place or Fully in place	

Pool cars (EV and diesel) are available for staff to use for business travel.

Pool cars/train/bus travel are to be the first choice for staff to travel for business purposes.

Commitment	Status
Provide personalised travel planning to staff	Not started
Evidence or description to support status if marked Partially in place or Fully in place	

Commitment	Status
Set ambitious modal shift targets	Not started
Evidence or description to support status if marked Partially in place or Fully in place	

Tailored commitments

Please complete the sections below based for the commitments you have chosen. You should mark the status of the remaining commitments as 'Not chosen'

Commitment	Status
Achieve Cycle Friendly Employer accreditation	Partially in place
Evidence or description to support status if marked Partially in place or Fully in place. Please state which level of CFE accreditation you have achieved	
Silver accreditation achieved for Alps Depot and Civic Offices.	

Commitment	Status
Arrange and promote staff discounts for all public transport providers	Partially in place

Evidence or description to support status if marked Partially in place or Fully in place. Please state which public transport providers you have discounts in place for and the level of discount
Discussions have been had with operators and we are awaiting feedback from bus companies.

Commitment	Status
Reduce or restrict staff car parking	Not started
Evidence or description to support status if marked Partially in place or Fully in place	

Commitment	Status
Reduce 'grey fleet' emissions	Not started
Evidence or description to support status if marked Partially in place or Fully in place	

General assessment

Are there any commitments which you currently feel may be more difficult to implement, or any other barriers to implementation within the two year timeframe?

Are there any areas where you feel your organisation is demonstrating best practice, which other organisations could learn from?

Summary of baseline position

Please count up the number of commitments marked in each category. You don't need to count the tailored commitments you've not chosen.

Not started	6
Partially in place	5
Fully in place	3

Many thanks for completing this report. Please return it to tom.porter@wales.nhs.uk