

### **Sustainable Travel Information for Non Warwick Based Staff**

This document provides useful sustainable travel information for staff based outside of Warwick town centre.

#### **Cycling and cycle parking**

- Cyclists can claim 20p a mile for all business journeys. Please see Intranet link <http://www.warwickshire.gov.uk/expenses> for further information.
- Adult confidence and on-road training is to be available soon so please contact the Traffic and Road Safety team on extension 8612 for the latest information.
- Staff can take advantage of a tax free cycle scheme and a Halfords 2 Cycle Work Scheme. For further information on these schemes, please log on to the staff benefits website via the link <https://warwickcc.lifestylehub.co.uk/login.php#>
- WCC has a staff Bicycle User Group (BUG) forum. Please refer to Intranet link <http://intranet.warwickshire.gov.uk/forums/Lists/Bicycle%20User%20Group/AllItems.aspx> for further information.

#### **Motorcycling**

- Similar to cyclists, motorcyclists are able to claim 20p a mile for all business journeys. To claim, please fill in an expenses form.
- Details of a Motorcycle User Group Forum can be found on our Intranet link <http://intranet.warwickshire.gov.uk/forums/Lists/Motorcycle%20User%20Group/AllItems.aspx>. Please refer to this for further information.

#### **Bus and train travel**

- Bus and rail information is available at [www.warwickshire.gov.uk/travel](http://www.warwickshire.gov.uk/travel). For more information please contact Transport Operations on extension 2897.
- Stagecoach offer standing order payments through Mega Xtra - details of which are found on their website <https://www.stagecoachbus.com/promos-and-offers/national/megarider-xtra>
- Warwickshire County Council has an arrangement with Chiltern Railways Business Travel for the purchase of rail tickets for business travel on Chiltern AND ON ALL OTHER rail networks. A corporate discount of at least 20% applies to travel on Chiltern line. The Chiltern Business Travel Team aim to find the cheapest price (and will 'price match' any low cost fare deals that you may have found on-line, provided you give the train times and journey price on the Order Form). They can be contacted on 01494 420177 or by email on [business.travel@chilternrailways.co.uk](mailto:business.travel@chilternrailways.co.uk). For further information please follow the link <http://intranet.warwickshire.gov.uk/helpingyouwork/procurement/Pages/default.aspx>

### **Car sharing**

- WCC invite all staff to join the online car sharing database. To register, please go to [www.carsharewarwickshire.com](http://www.carsharewarwickshire.com). For further details, please contact Transport Planning on extension 2094.

### **Pool bikes and cars**

- To find out whether there are pool bikes and vehicles available to you, please contact your office support.

### **Useful Telephone Numbers**

<b>Information</b>	<b>Department to Contact</b>	<b>Extension Number</b>
Bus or rail information	Transport Operations	2987
Pool bikes	Shire Hall Reception	2107
Pool cars	Office Services	2837
Locker keys	WCC hotline	4123
Car parks – emergency	WCC hotline	4123
Cycle training	Traffic and Road Safety	2776
Car share database	Transport Planning	2094