

Luton & Dunstable Hospital Travel Plan



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Luton and Dunstable Hospital Travel Plan

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Mission Statement

The implementation of this travel plan will bring about a reduction in car travel through an increase in the proportion of site users travelling by sustainable modes, including walking, cycling, public transport and car sharing. This is important to the hospital in terms of enabling the following positive impacts:

- Helping reduce adverse impacts of car use on the local environment and the local community by reducing the need for staff, patients and visitors to travel to the site by single occupancy vehicle and use more sustainable modes instead.
- Relieving pressures on the on-site car parks for both staff and visitors.
- Increasing the accessibility of the hospital to those who do not own a car, or would prefer not to travel by car.
- Encouraging a healthier lifestyle through increasing the levels of active travel.
- Reducing the carbon emissions related to the hospital.

Executive Summary

Introduction

SKM Colin Buchanan (SKM CB) has prepared this travel plan for Luton & Dunstable Hospital NHS Foundation Trust (L&D Hospital), working closely with the on-site Travel Plan Coordinator, Magdalena Golebiewska.

The travel plan builds upon a draft travel plan prepared by L&D Hospital and has been developed in accordance with DfT travel plan guidance.

The travel plan aims to enable the staff, patients and visitors of L&D Hospital to make more informed decisions about their travel and therefore minimise the adverse impacts of the hospital on the environment and local highways, including reducing overspill parking on to local residential roads. It also will help improve the health and wellbeing of staff, patients and visitors by encouraging a more active lifestyle.

Transport Infrastructure

The opportunities for sustainable travel are outlined in the travel plan. There is a good bus network with a number of frequent services that serve the hospital. Travel plan measures have been designed to encourage use of existing public transport infrastructure and other sustainable travel modes, including walking, cycling and car sharing.

Travel survey

A travel survey was undertaken in May 2011 to establish the current mode split of staff and patients/visitors. The results gathered from this form the baseline figures from which targets are set to reduce single occupancy car use.

Targets

The headline target for the travel plan is to achieve a 15% modal shift away from single-occupancy vehicle use and towards sustainable modes over the next 5 years. A voluntary target has also been set to achieve a 5% modal shift away from the car amongst patients and visitors.

Travel Plan Measures and Action Plan

The travel plan will be implemented by Magdalena Golebiewska (the appointed Travel Plan Coordinator).

Short, medium and long term measures have been designed to influence a modal shift from SOV car trips to more sustainable forms of transport. These include measures to encourage and enable more walking, cycling, public transport use and car sharing and are underpinned by Travel Options information designed to help staff and patients/visitors choose to travel by modes other than a single occupancy car. The implementation strategy and its timelines are set out in the Action Plan in Chapter 9.

Monitoring and Review

The monitoring of the travel plan will take place annually throughout the 5 year life of the travel plan. All monitoring will follow the most up-to-date DfT and Luton Borough Council (Luton BC) guidance. Short visitor surveys will be carried out each year to measure mode shift progress against the voluntary visitor targets. Results of all surveys will be submitted to Luton BC in a short monitoring report which will include an update on how the implementation of the travel plan measures is progressing.

In year 5, the modal split determined from the results of the multi modal travel survey will determine whether the travel plan targets have been met. If the targets have been met, new targets will be set for the next five years, with the travel plan implemented on a voluntary basis by L&D Hospital. If after 5 years the travel plan targets have not been met, then remedial measures will need to be discussed with Luton BC and implemented by the hospital.

1 Introduction

1.1 Background

1.1.1 SKM Colin Buchanan (SKM CB) has been appointed by the NHS Foundation Trust to update and finalise the draft travel plan that was produced by L&D Hospital in early 2012.

1.1.2 SKM CB undertook a travel survey and parking study in May 2011 to aid L&D Hospital in developing a new car parking management strategy. In response to this, modifications in the parking charging were implemented and several recommendations were made to resolve car parking shortage problems and utilise available parking as best as possible. Circa £3 million has now been ring fenced for investment in the development of additional car park capacity. This travel plan aims to further relieve parking demand by encouraging those staff, patients and visitors who are able to use more sustainable modes of transport.

1.2 Reasons for a Travel Plan at L&D Hospital

1.2.1 This travel plan is designed to enable the staff, patients and visitors of L&D Hospital to make more informed decisions about their travel, minimising the adverse impacts of the hospital extension on the environment and local highways. It also will help improve the health and wellbeing of staff, patients and visitors by encouraging a more active lifestyle. Further reasons include:

- Address the problem of insufficient car park spaces for patients, visitors and staff;
- Ensure car parking is managed efficiently, effectively and equitably for all users;
- Ensure the Trust makes optimum use of existing car park capacity;
- Respond to government policies to reduce the environmental impact of travel to NHS facilities;
- Promote the use of alternatives to the car as a means of accessing the site;
- Improve the image of the Hospital amongst visitors, patients and the local community.

1.2.2 The hospital will achieve this by setting out a clear strategy in this travel plan to eliminate the barriers that might keep those who could use sustainable modes of travel from doing so and encourage staff to change their travel behaviour.

1.2.3 This travel plan details the measures that will be implemented to ensure that staff, patients and visitors are encouraged to use the most sustainable travel modes appropriate to their travel needs. The measures introduced will provide the information, facilities and encouragement needed to enable those travelling to the site to make an informed and responsible decision about their travel behaviour.

1.3 Policy

1.3.1 This travel plan is written to help achieve local and national policy aims and in accordance with local and national travel plan guidance, including the following:

- National Planning Policy Framework (2012)
- Luton Local Transport Plan 2011 - 2026
- DfT Good Practice Guidelines: Delivering Travel Plans through the Planning Process (2009)
- SDU knowledge briefing 1 – what does a NHS 'Active Travel Plan' look like?

2 About L&D Hospital

2.1 Overview and current situation

2.1.1 L&D Hospital is an NHS Foundation Trust (since August 2006). It is a medium size General Hospital with 641 inpatient beds. The Hospital is located on the borders of the towns of Luton and Dunstable, adjacent to junction 11 of the M1 motorway.

2.1.2 L&D Hospital provides a comprehensive range of general medical and surgical services, including A&E and maternity services for the people in Luton, Bedfordshire, Hertfordshire and parts of Buckinghamshire. In 2010, healthcare services were provided for over 70,000 admitted patients, over 300,000 outpatients and A&E attendees and over 5,100 babies were delivered. The hospital employs over 3,500 staff and has an annual income in excess of £210 million.

2.1.3 The Trust has one of the country's largest breast screening centres and provides a limb fitting service. L&D Hospital has developed some specialist services including cancer, obesity, neurophysiology and oral maxillofacial (jaw) surgery and has the responsibility for treating the most premature and critically ill newborn babies across the whole of Bedfordshire and Hertfordshire in the Neonatal Intensive Care Unit (NICU).

2.1.4 All inpatient services and most outpatient services are provided on the L&D Hospital site, with outreach clinics for Ophthalmology and ENT at Harpenden Memorial Hospital, and Sexual Health clinics at the Lodge in Luton town centre. The Trust provides community Musculo-skeletal services (MSK) at three locations across the catchment area.

2.2 Car Parking

2.2.1 Car parking on site is currently divided into 14 primary car parks designated for either staff or visitors. The car parks and their existing capacities are shown in Table 2.1. In total there are 696 staff spaces and 415 for patients and visitors including the mandatory number of disabled spaces of 49.

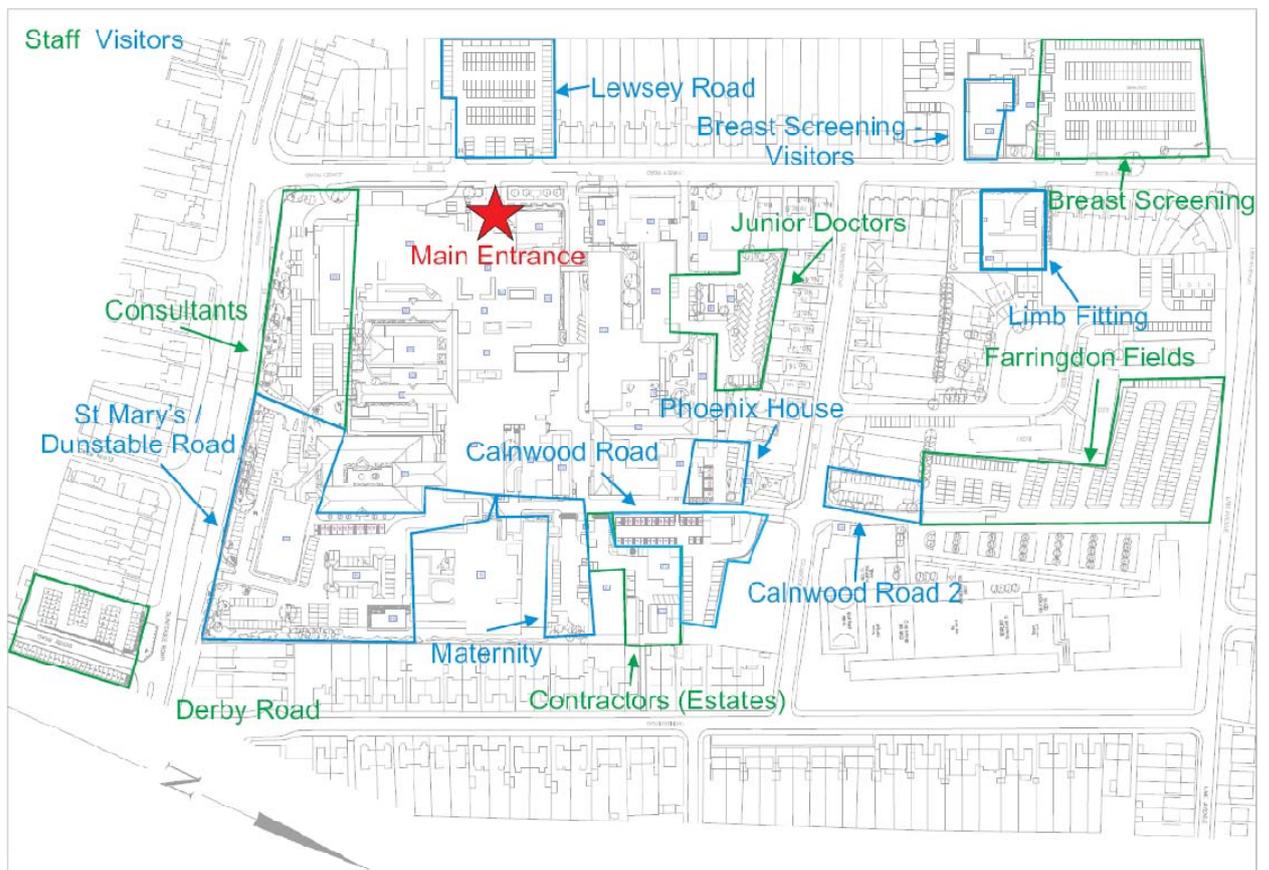
Table 2.1 Car parking spaces

Car park name	Car parking spaces	Disabled spaces
Staff car parks		
Derby Road	85	0
Consultants	65	0
Contractors/Estates	12	0
Breast Screening	225	0
Junior Doctors	39	0
Farringdon Fields	270	0
<i>Total Staff</i>	<i>696</i>	<i>0</i>

Visitor car parks		
St Mary's/Dunstable	129	13
Maternity	19	0
Calwood Road	28	29
Lewsey Road	141	0
Phoenix House	0	4
Calwood Road 2	25	0
Breast Screening	14	1
Limb fitting	10	2
<i>Total Visitors</i>	366	49
Total Spaces	1,062	49

2.2.2 Figure 1 shows the location of the staff and visitor car parks.

Figure 1: Car parking locations



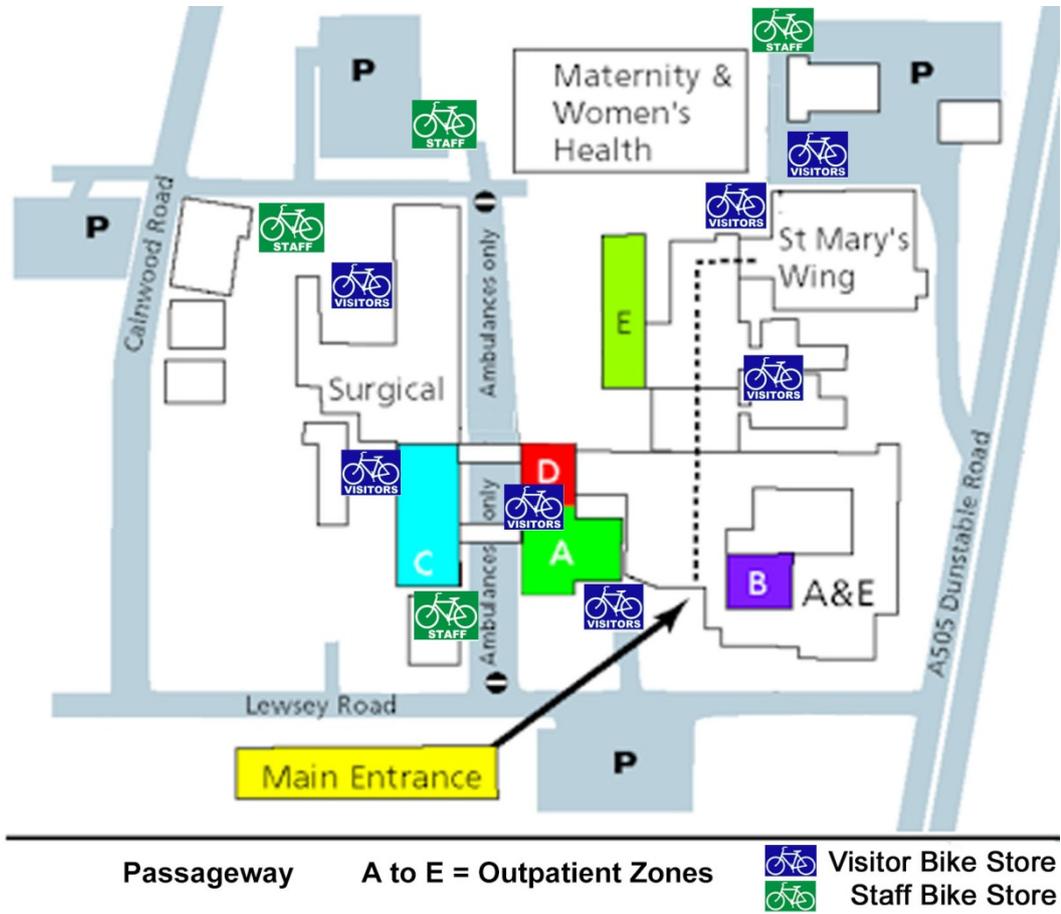
- 2.2.3 Pay on foot is currently used in the St Mary's / Dunstable Road, Lewsey Road and Calnwood Road car parks. Because St Mary's / Dunstable Road and Lewsey Road are the largest visitor car parks, this means that 81% of visitor parking spaces are currently pay on foot.
- 2.2.4 Pay & display is currently used in the Calnwood Road 2, Breast Screening Visitors and Maternity Car Parks.
- 2.2.5 Increases in patient and visitors parking charges were an issue when implemented in April 2011. Since this time amendments have been made to the charging system, making it less expensive for patients and visitors to park. Table 2.2 shows the current parking charges.

Table 2.2 Car parking charges

Period	Car parking charges
Less than 30 minutes	£1.00
30 minutes to 2 hours	£3.00
2 - 3 hours	£4.00
3 - 5 hours	£6.00
5 - 6 hours	£8.00
6 - 12 hours	£10.00
More than 12 hours	£20.00

- 2.2.6 Staff currently pay £1.20 per day to park and consultants pay £40 per month for a parking permit.
- 2.3 **Cycle Parking**
- 2.3.1 There is cycle parking available for both staff and visitors. Provisions have been made for 37 secure and covered cycle parking spaces for staff use and 60 spaces for visitor and patient use. Secure sheds for staff are located in four locations across the site with visitors' racks dispersed throughout the site. Figure 2 shows the location of cycle parking. Cycle parking capacity has doubled in 2012 as part of a joint project with Luton Borough Council.
- 2.3.2 Changing facilities are also available, with male and female showers and secure lockers.

Figure 2: Cycle parking locations

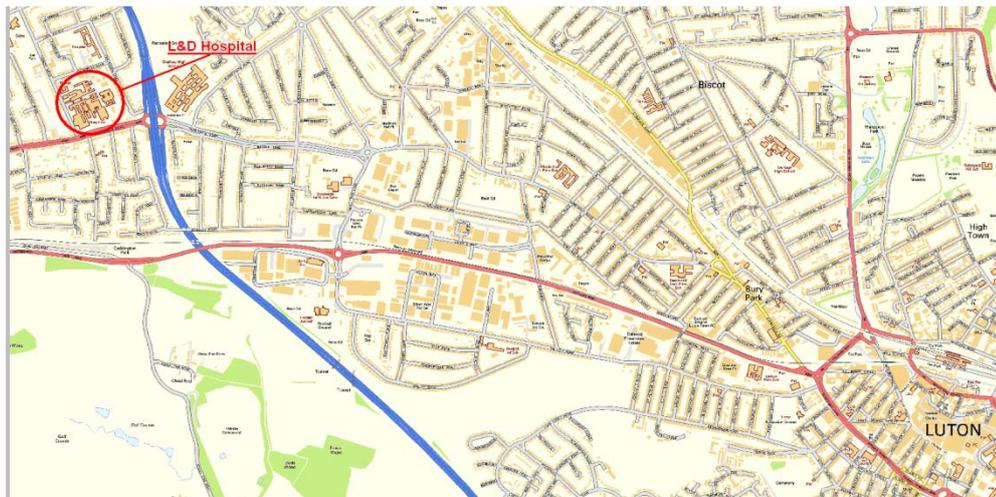


3 Site assessment and local transport context

3.1 Site location

- 3.1.1 L&D Hospital is located on Lewsey Road, in Luton. Figure 3 indicates the location of the hospital (circled in red). The site is surrounded by mainly residential buildings and some small businesses.

Figure 3: Location of L&D Hospital



3.2 Access and local highways

- 3.2.1 Dunstable Road lies to the south of the hospital. It is a dual carriageway. Housing flanks the east of the hospital. The main access to the hospital is from Lewsey Road (a single carriageway) is to the west of the hospital. To the north of the hospital is Calnwood Road, a narrow single carriageway in a residential area.

3.3 Walking and cycling

- 3.3.1 There are a number of footpaths throughout the site which lead to the various departments within the hospital. They are all well-lit, well surfaced and overlooked by CCTV. A review of the CCTV is currently underway, ensuring that all areas are adequately covered.
- 3.3.2 The footpaths along Dunstable Road are wide, well lit and well paved. There is a central verge on this dual carriageway which has a pedestrian refuge crossing point. The refuge point has guard rails to ensure pedestrian safety.
- 3.3.3 Lewsey Road has narrow footways, is well paved and well lit. There is a pelican crossing with tactile paving directly opposite the hospital's main entrance. There are guard rails either side of the crossing to protect pedestrians.
- 3.3.4 Calnwood Road has very narrow footways that are reasonably paved and well lit. There is dropped kerbing with tactile paving at junctions for pram users and the disabled.

3.3.5 There are a number of cycle routes within close proximity of the hospital. This includes Route 6 on the National Cycle Network, which runs approximately 1km to the north of the hospital, with an off-road link running towards the hospital adjacent to the M1 between the route and Leagrave High Street. There are also cycle lanes along Leagrave High Street in the vicinity of the hospital.

3.3.6 A new pedestrian and cycle path is scheduled to open in 2013, running alongside the Luton Dunstable Busway, running east to west, approximately 0.4 km south of the hospital.

3.4 Public transport

Bus services

3.4.1 The nearest bus stops are located immediately outside the hospital's main entrance on Lewsey Road. Arriva, Centre bus and Grant Palmer are the main bus providers in the area. Table 3.1 shows the buses that serve L&D Hospital.

Table 3.1 Local bus services and frequencies

Route	AM peak (Mon - Fri) services per hour	PM peak (Mon - Fri) services per hour	Saturday daytime services per hour	First bus (Mon - Fri)	Last bus (Mon - Fri)
7/38 Luton - Bury Park - Dallow Road - Lewsey Farm - Parkside - Houghton Regis - Dunstable	5	5	4	0511	2309
8 Dallow Road - L&D Hospital - Lewsey Park - Lewsey Farm	2	2	1	0615	2309
24 Luton - Marsh Farm - Dunstable	2	2	1	0857	1906
31 Luton - Bury Park - L&D Hospital - Dunstable	5	5	5	0453	2127
60 Luton - Whipsnade - Studham	7 buses per day – Sunday and Bank Holiday only				
61 Aylesbury - Tring - Ivinghoe - Edlesborough - Totternhoe - Dunstable - Luton - Luton Airport	1	1	1	0607	2044
70 Luton - Dunstable - Leighton Buzzard - Milton Keynes	2	2	2	0520	1931
X31 Luton - Dunstable - Toddington/Whipsnade & Hemel Hempstead / MK	3	3	2	0540	2316
24* Luton - Marsh Farm - Hockwell Ring - Lewsey Farm -Dunstable	0	1	1	1935	2316
202 Dunstable - L & D Hosp - Caddington - Slip End -	2 services	2 services	0	0742	1532

P'stock - Harpenden am pm

- 3.4.2 Figure 4 shows the location of bus stops (blue dots) and services in relation to the hospital. All of the stops shown are within 400m of the hospital.

Figure 4: Local bus stops and services



- 3.4.3 Luton Borough Council is carrying out a rolling program of bus stops improvements within the borough. Works are undertaken to improve bus facilities as well as to enable the council to adhere to the Transport Act and obligations under the Disability Discrimination Act 2005 (D.D.A. 2005). Bus stops on Lewsey Road have been already upgraded.
- 3.4.4 The Luton Dunstable Busway is currently being constructed to run between Houghton and Luton Airport, including a stop at Toland Close 700m from the main hospital entrance. The opening of the busway will see the diversion of some routes currently serving the hospital onto the busway, including routes 61 and 70, while other routes will be unaffected. The busway will help to reduce bus journey times through the area, providing an attractive alternative to travel by car. The busway is currently scheduled to open in April 2013.

Train services

- 3.4.5 The nearest rail station to the hospital is Legrave, located approximately 2km to the northeast. The station is on First Capital Connect's Thameslink line, with trains running from Bedford to Brighton via St Pancras International. There are approximately 4 trains per hour to and from the station in either direction.
- 3.4.6 Hospital staff are entitled to a 10% discount on First Capital Connect season tickets.

3.5 On-street parking

3.5.1 The Hospital Area Residents' Parking Scheme is within a Controlled Parking Zone where all parking is controlled during the hours of operation shown on the entry signs (Monday to Friday, 8am-6pm). All kerbside space is marked out either with parking bays or yellow lines.

3.5.2 There are two types of parking bay:

- Residents and visitors only
- 'Dual use' bays for residents and their visitors and people that pay and display (50p for up to an hour, £1 for a maximum of two hours and £1.50 for a maximum of three hours). These bays are situated close to Dunstable Road where there is a need for parking for local shops and business, and they are also used by the hospital users.

3.5.3 The streets in area that are subject to the Hospital Area Residents' Parking Scheme are Cloisters Road, Lewsey Road, Seabrook, Lime Avenue, Imberfield, Cotefield, Abingdon Road, Calnwood Road, Farringdon Road, Derby Road, Eldon Road, Stanton Road, Faraday Close and Bampton Road.

3.5.4 Residents living in Shakespeare Road and Byron Road, where a lot of hospital related traffic goes, were consulted in 2005 and they were not supportive of introducing parking controls in their streets.

3.5.5 The roads surrounding the L&D Hospital experience regular congestion and parking difficulties. As a result, residents have complained to the Council and consequently a consultation was recently held to extend parking controls to include further roads. One of the results of this consultation is that parts of Hayhurst Road will have residents parking restrictions introduced in 2012.

3.6 Deliveries

3.6.1 Main deliveries are made to Supplies in the Estates building, access from Calnwood Road. However, some deliveries (such as kitchen and laundry) are made directly via from Lewsey Rd. Delivery times vary throughout the day with the bulk being delivered outside peak periods (after 9pm) to Supplies.

3.6.2 The site re-development strategy is currently looking at changing the site layout so that large lorries are no longer required to come as far onto the site.

4 Travel survey

4.1 Overview

4.1.1 In order to determine current travel patterns to the hospital a baseline assessment was carried out in May 2011. This included car park occupancy surveys (undertaken by SKM CB), an on-line staff travel survey, and visitors and patient travel surveys.

4.2 Staff travel survey results

4.2.1 The staff travel survey was completed by 669 staff members achieving a response rate of 20%. The survey gathered information on working and travel patterns to the site, with a number of questions related directly to car parking.

4.2.2 Table 4.1 shows the mode split.

Table 4.1: Staff travel survey results

Main mode	Percentage
Drive alone	68%
Bus	5%
Walk	12%
Mainline rail	1%
Car share (as driver)	5%
Cycle	3%
Car share (as passenger)	6%
Total	100%

4.2.3 The majority of staff currently travel to work by car, with 68% driving alone and a further 11% car sharing, as either driver or passenger. A total of 15% of staff travel to work by active modes, with 12% walking and 3% cycling. Public transport is relatively uncommon amongst staff, with 5% travelling to work by bus and 1% by train.

4.2.4 Amongst responding staff:

- 70% work full-time
- 68% are on site at least 5 days a week
- 83% stated that they stay on site for more than 6 hours
- 79% were female
- 58% were between the ages of 41 and 60

- 4.2.5 GIS analysis of staff postcodes was undertaken to determine how far staff live from the hospital. All postcodes of all hospital staff (3,279) were plotted, with the results shown in Appendix B.
- 4.2.6 The GIS plots show that there is a large concentration of staff living within the immediate surrounds of the hospital, with many living to the east of the site within Luton. Further afield, there are concentrations of staff living in Leighton Buzzard, Milton Keynes, Harpenden and many other small towns and villages, indicating that there is a strong potential base for increasing the level of car sharing to the hospital.
- 4.2.7 A large proportion of staff live within close proximity of the hospital. In total, 72% of staff live within 5 miles of the site, broken down as follows:
- 26% live within a mile of the site,
 - 18% live between one and two miles from the site
 - 28% living between two and five miles from the site.
- 4.2.8 These results indicate that the majority of staff can walk or cycle to the site, with 5 miles taking, on average, 30 minutes to cycle.
- 4.2.9 In general, the surveys demonstrated a high level of car usage amongst staff. The level of car use is particularly high considering the proportion of staff living in relatively close proximity to the site. This indicates that there is considerable scope to increase the proportion of staff walking, cycling and travelling by public transport to the site. Living patterns also demonstrate strong scope for increasing the levels of car sharing amongst staff.

4.3 Patient and visitor survey results

- 4.3.1 Patient and visitor surveys were undertaken face to face, using Hospital volunteers, on Wednesday 18th May 2011. There were a total of 1,453 out-patient appointments on this day, with 400 responses gathered to the survey. The survey gathered information on frequency of visits and travel patterns to the site, with a number of questions related directly to car parking.
- 4.3.2 Some key findings on the demographics of respondents are as follows:
- 61% were female
 - 64% estimated that they would be at the hospital for between 30 minutes and 2 hours
 - 30% had mobility issues that affected their travel, and 23% were Blue Badge holders
- 4.3.3 Table 4.2 shows the mode split for patients and visitors.

Table 4.2: Patient and visitor travel survey results

Main mode	Percentage
Drive alone	20%
Bus	14%

Walk	4%
Mainline rail	1%
Car share (as driver)	28%
Cycle	1%
Car share (as passenger)	20%
Taxi	8%
Motorcycle/scooter	1%
Total	100%

- 4.3.4 In total, 68% of respondents travelled to the hospital by car, with 20% travelling alone and 48% car sharing. Public transport was used at a much higher rate than for staff, with 14% travelling by bus and 8% by taxi. Use of active modes remained low, with 4% walking and 1% cycling.
- 4.3.5 Almost all of the respondents had travelled to the hospital on a previous occasion, with only 6% of respondents stating it was their first visit. The majority of respondents (54%) travel to the site on an infrequent basis, with the remaining 40% of visitors travelling to the site once a month or more. These responses indicate that the site is at least relatively well known by those that are required to travel there.
- 4.3.6 Visiting times vary greatly across the wards although the majority are between 1400 - 2000. Appendix C contains full listings of visiting times.

5 Aims, objective and targets

5.1 Aim of the travel plan

5.1.1 The overall aim of the travel plan is to increase the number of staff, patients and visitors travelling to the hospital by walking, cycling, public transport and car sharing, whilst reducing dependency on the single-occupancy private car.

5.2 Objectives

5.2.1 Underneath this aim, the travel plan also has a number of supporting objectives:

- Helping reduce adverse impacts of car use on the local environment and the local community by reducing the need for staff, patients and visitors to travel to the site by single occupancy vehicle and use more sustainable modes instead.
- Relieving pressures on the on-site car parks for both staff and visitors.
- Increasing the accessibility of the hospital to those who do not own a car, or would prefer not to travel by car.
- Encouraging a healthier lifestyle through increasing the levels of active travel.
- Reducing the carbon emissions related to the hospital.

5.3 Targets

5.3.1 Targets have been set for staff and patients/visitors, using the results of the 2011 travel surveys as the baseline.

Table 5.1 Staff travel plan targets

Transport Mode	Baseline	Year 1	Year 3	Year 5	Change
Drive alone	68%	64%	58%	53%	-15%
Bus	5%	6%	8%	9%	+4%
Walk	12%	13%	14%	15%	+3%
Mainline rail	1%	1%	1%	1%	-
Car share (as driver)	5%	5%	6%	7%	+2%
Cycle	3%	5%	6%	7%	+4%
Car share (as passenger)	6%	6%	7%	8%	+2%
Total	100%	100%	100%	100%	-

- 5.3.2 The focus for modal shift will be away from single occupancy vehicle use and towards active modes, reflecting the close proximity that many staff live in relation to the hospital. The increase in bus use is reflective of the expected opening of the busway in 2013, and the increase in car sharing will be achieved through a concentrated effort
- 5.3.3 While the nature of the site limits the transport options for many patients and visitors, it is important that their travel needs are still supported through the travel plan, with the targets for patient and visitor travel outlined in Table 5.2.

Table 5.2. Patient and visitor travel plan targets

Target	Baseline	Year 1	Year 3	Year 5
1 Reduce the proportion of patients and visitors driving to the site (alone and with others) by 5% over 5 years	68%	67%	65%	63%
2 Increase the proportion of patients and visitors travelling to the site by public transport (bus/train) by 5% over 5 years	15%	16%	18%	20%

- 5.3.4 The focus for patients and visitors will be in increasing the use of public transport as a viable means of reaching the hospital, reflecting the good level of local bus provision.

6 Travel Plan Strategy

6.1 Travel Plan Coordinator

6.1.1 L&D Hospital's appointed Travel Plan Coordinator (TPC) is Magdalena Golebiewska.

6.1.2 The TPC will be responsible for monitoring the success of the travel plan and implementing the various measures as outlined in the next chapter.

6.2 Travel & Car Parking Group

6.2.1 L&D Hospital already has a Travel & Car Parking Group (TCP) set up. It is made up of representatives from various departments and areas. The TCP was established in 2001 because of concerns raised by staff, management and users of the Hospital.

6.2.2 The main objectives of the group are to:

- Recommend to the Trust Board the overall travel strategy;
- Participate in the development and implementation of the travel plan;
- Encourage the use of alternative methods of transport to and from the Hospital, for patients, staff and visitors;
- Communicate with all stakeholders about travel initiatives and car parking issues, consulting with the Trust's main committees;
- Promote an awareness of alternative methods of transport to and from the hospital;
- Reduce the need of the number of vehicles on site;
- Endeavour to be a "good neighbour" to local residents;
- Maximise the number of possible parking spaces available;
- Ensure service needs and equality are taken into account when consideration is being given to operational priorities;
- Maintain levels of income generation; and
- Liaise and work in partnership with local authorities.

6.2.3 The TCP will play an important role in implementing this travel plan, by providing support to the TPC and ensuring the Trust remains supported of the plan and its measures.

6.2.4 The TCP will continue to meet on a bi-monthly basis and ensure the objectives continue to be addressed.

7 Travel plan measures

7.1 Introduction

7.1.1 The travel plan measures to be adopted and implemented at L&D Hospital are detailed below. The short, medium and long term measures outlined have been designed to influence a modal shift from SOV car trips to more sustainable forms of transport, taking into account the operational requirements of the business and the geographical and access factors to the site.

7.2 Marketing and promotion

7.2.1 The marketing and promotion aspect of the travel plan will ensure that staff, patients and visitors are aware of their options for travelling to the hospital. At the core of the marketing and promotion strategy will be the development of a travel options guide, available both in hard copy and on the hospital intranet and external website.

7.2.2 The first step will be to create a 'brand' for all travel plan material, which will allow staff, patients and visitors to instantly recognise and link travel plan information together, aiding project continuity and allowing new material to be introduced whilst retaining the travel plan's identity. The brand will be developed to ensure it relates to existing staff and patient information.

7.2.3 Staff, patients and visitors should be able to easily access sustainable travel information on the hospital website and intranet. Travel information already exists on the main website in the 'How to get here' section. It lists information such as links to bus service providers, how to access by road and cost of car parking, but could be improved to include:

- Maps – including local bus maps and cycle route maps
- The location of different facilities (cycle parking, showers, bus stops, etc)
- The environmental, financial and health implications associated with using different modes of transport
- Links to useful websites, including:
 - www.transportdirect.info
 - http://www.luton.gov.uk/internet/Transport_and_streets/Public_transport
 - www.walkit.com

7.2.4 A Travel Zone was launched on the staff intranet in autumn 2011. The website contains a wide range of travel information, including details on current and upcoming campaigns and events as well as information on the Cycle to Work and car sharing schemes. The Travel Zone will continue to be an important source of information for staff and will be continually updated.

7.2.5 An induction leaflet has also been created for staff that is handed out to all new starters. A copy of the leaflet can be found in Appendix D.

7.2.6 Travel notice boards will be set up in key locations including the main reception area and the Chiltern restaurant. These will be used to promote upcoming events, existing campaigns and

any new initiatives introduced. These will be updated regularly to keep them fresh and accurate so they remain a useful tool for both regular and occasional staff and visitors

7.3 Events and campaigns

7.3.1 Regular events to promote sustainable travel as a viable alternative to the car will be organised throughout the year. The hospital campaigns will link in with national and local campaigns and travel awareness events.

7.3.2 Travel awareness events will include promotions and services such as:

- Bike Week – promoting the benefits of cycling and providing Dr Bike services (this is already offered at L&D Hospital and this will continue).
- Walk to Work Week – challenging staff to walk all or part of the way to work, using pedometers to record their progress and quantify the health benefits in terms of calorie consumption. This will be heavily promoted to staff as the travel surveys found that a high proportion of staff are within walking distance.
- *Liftshare* Week – encouraging staff to give car-sharing a try.

7.4 Personalised travel planning

7.4.1 For staff interested in changing their main mode of travel, the TPC in cooperation with the Luton Borough Council will offer a personalised travel planning session, where the member of staff can explore their options and be introduced to the various websites and other sources of information needed to take up new travel behaviour. This will be advertised in the Travel Options Guide, website and noticeboards and provided on an ad hoc basis when required.

7.5 Walking and cycling

7.5.1 26% of all staff live within one mile of the hospital, but only 12% of all staff currently walk to work as their main mode. This indicates that there is considerable scope for easily increasing the proportion of staff that walk to work.

7.5.2 Likewise, only 3% of staff currently cycle to work, despite 72% of staff living within 5 miles, equating to a 30 minute cycle ride.

7.5.3 Both walking and cycling will be heavily promoted through marketing and promotional materials, and supported by participation in events and campaigns, as already outlined in this chapter.

7.5.4 There are also several measures already in place to encourage cycling:

- The Trust offers the Cycle to Work scheme (via salary sacrifice).
- There are changing facilities (with showers) for staff.
- L&D Hospital worked closely with Sustrans Active Travel in Luton, who provided staff with free bike loans and undertook free Bike Health Checks (in 2010 3 clinics were offered in March, June and October).

- Each June the Trust participates in the Team Green Britain Bike Week - the UK's biggest mass participation cycling event. The Bike Week 2011 took place 18th - 26th June and activities included 'Bikers Breakfast' and free Bike Health Checks. For 'Bikers Breakfast' vouchers were distributed worth £3.30 to cyclists arriving at the internal crossroads on each weekday from Monday 20th for Friday 24th June. Total of 47 cyclists were beneficiaries of this promotion (down from 51 in 2010), of whom 5 cycled each day, 9 cycled on four days, 11 cycled on three days, 9 cycled on two days and 12 cycled in on one day that week. Free Bicycle Health Checks were offered on two days and in total 14 bikes were checked & serviced.
- Staff are offered the opportunity to receive free cycle training through Sustrans and LBC / CBC.
- Bike Health Checks in cooperation with Luton Borough Council (4 dates agreed for 2012 in February, June, August and October).

7.5.5 These measures will continue to be implemented.

7.6 Public transport

7.6.1 Public transport is not currently a popular mode of transport for staff, but is used quite regularly by patients and visitors. There remains scope for increasing bus use amongst both groups, particularly patients and visitors, who pay higher car parking charges.

7.6.2 L&D Hospital will encourage, support and facilitate the use of public transport through the following measures:

- Raising staff awareness of the £5 subsidy to monthly or £60 subsidy to annual tickets already available with Arriva and Centrebus' Travel Club, which allows for 15% off single and return fares for £11 per year;
- Improve travel information at L&D Hospital, including installation of public transport information in reception area;
- Raise any issues relating to condition of bus stops with Luton BC;
- Promote environmental benefits of using public transport;
- Organise joint promotions with the bus operators;
- Investigate providing season ticket loans or further subsidy to season tickets.
- Investigate including bus information in appointment letters.

7.6.3 Promoting the accessibility of the site by public transport will help to ensure that those wishing to travel to the hospital are able to do so without needing a car. Information on public transport, including routes, timetables and journey times, will be highlighted on the website, on travel boards and within the Travel Options Guide.

7.6.4 Particular emphasis will be given to the promotion of public transport in line with the opening of the Luton Dunstable Busway, currently scheduled for April 2013.

7.7 Car Sharing

7.7.1 L&D Hospital is already teamed with 'liftshare' to provide a private car share scheme for employees. Staff register free of charge and search for colleagues who are a potential car share match for their journey. As of May 2012 the scheme had 59 members.

7.7.2 This scheme will continue to be promoted and its usage monitored by the TPC. Liftshare Week, held annually in October, will also be promoted.

7.7.3 The possibility of re-classifying Calnwood Road 2 car park as a car share car park will be investigated by the TPC and presented to the Project Car Parking Group for consideration.

7.8 Car Parking

7.8.1 The car parking study undertaken by SKM CB highlighted the need to allocate permits to a selected number of staff. These would be 'needs based' (those who require a permit more than others will have higher priority). Priority is based on the needs such as childcare/caring responsibilities, no access to sustainable transport etc. Staff were consulted on implementation of such a scheme in early 2012. It was found that a number of issues have to be resolved before such a system can be introduced (including a provision of more car parking spaces and car parking equipment upgrade).

7.8.2 The building of a car park deck at Farrington Field (which will provide an extra 115 spaces) was approved for implementation with completion expected in summer 2012. Converting the Greenfield between the M1, Farrington Road and Abingdon Road into a car park for admin staff is also underway, pending actions from LBC.

7.8.3 The possibility of introducing a park and walk schemes (or park and ride) at Skimpot Road (Mecca Bingo) and Tesco will be further investigated. 100 car parking spaces are potentially available at Mecca Bingo and could be made available to full-time staff working between 8am and 6pm. 75 spaces are potentially available at the Tesco store, but additional discussions are required.

7.8.4 Re-classification of the car parks will be investigated over the medium-term as a part of the site re-development programme, concentrating visitor parking to the south of the main hospital building and staff parking to the north in order to:

- Simplify access arrangements and way-finding
- Reduce internal circulation of vehicles
- Reduce patient stress in parking

7.8.5 There are designated motorcycle parking areas which are free of charge. Incentives to further encourage the use of motorcycles and scooters by staff will be investigated.

7.9 Reducing the need to travel

- 7.9.1 L&D Hospital will investigate practices to reduce the need to travel into work such as flexitime, a compressed working week and home working. This also includes the overall examination of clinic hours at the hospital.
- 7.9.2 Flexitime is more likely to be possible for staff who do not need to work specific shifts. They are given the choice to fit their working day in around other commitments such as the school run.
- 7.9.3 It will be investigated if clinics can spread more of their appointments including lunch hours, evening and weekends. It will be investigated if block bookings can be stopped and instead stagger what time patients arrive on site.
- 7.9.4 Appropriate staff could be have 'work from home days' during which they can catch up on paper work that does not require them to be on-site. The feasibility of this should be investigated.
- 7.9.5 The opportunity to use teleconferencing and audio conferencing facilities should also be investigated.

8 Monitoring and review

8.1 Introduction

8.1.1 This travel plan is part of a continuous feedback cycle that involves improvement, monitoring, review and revision to ensure it remains relevant to all site users. This chapter sets out the proposals for monitoring and review of the travel plan.

8.2 Monitoring plan

8.2.1 The monitoring of the travel plan will take place throughout the 5 year duration. All monitoring will follow the most up-to-date DfT guidance.

8.2.2 The travel plan will be monitored by the Travel & Car Parking Group. Any actions to be achieved will be discussed and future actions agreed. The following will be monitored and the Director of Estates & Facilities will report progress to the Trust Board on an annual basis:

- Monthly bicycle and motorbike count
- Monthly reports from car parking equipment
- Half yearly reports from public transport providers
- Liftshare statistics
- Staff parking permit statistics (once implemented)

8.2.3 Staff and visitor travel surveys will be undertaken in years 1, 3 and 5 to measure mode shift progress and a monitoring report will be submitted subsequently to Luton BC.

8.3 Reporting

8.3.1 The results of the monitoring surveys will be sent to Luton BC's Travel Plan Team in the form of a short report following each travel survey.

8.3.2 The monitoring report will include the results of travel surveys and general staff and visitor feedback. Other performance indicators will be included, for example:

- The level of usage of cycle parking;
- The number of staff car sharing; and
- The number of staff using season ticket loans (once implemented) or cycle to work loans.

8.3.3 The report will include details of measures and initiatives introduced, plus an outline of planned measures and initiatives that will be implemented in the following year.

9 Action Plan

9.1 Action plans

9.1.1 Action plans have been prepared to aid the implementation of the travel plan, ensuring that the travel plan objectives and targets are achieved. Implementation of the travel plan will begin in earnest in summer 2012. Many of the promotional measures will then continue to be updated and implemented annually.

Table 9.1. Action plan: marketing, awareness and reducing need to travel

Action	Audience	Responsibility	Timescale	Resources (in addition to staff time)
1 Develop travel plan 'brand'	Staff and visitors	TPC, Communications	Summer 2012	
2 Develop and continually update travel information for hospital website, Travel Zone, travel boards and site Induction Leaflet	Staff and visitors	TPC, Communications	Summer 2012 then updated as required	Printing
3 Organise competitions and campaigns to encourage sustainable and active travel, linking to wider campaigns	Mostly staff	TPC	Summer 2012 and ongoing	Competition prizes
4 Develop Travel Options information for sending in appointment letters	Visitors	TPC	Autumn 2012	
5 Liaise with LBC to offer Personalised Travel Planning sessions for staff who would like to stop driving to work	Staff	TPC	Summer 2012	
6 Investigate methods of reducing the need to travel	Staff	TPC	Autumn 2012	
7 Investigate possibility of spreading out clinic times and stagger patient arrival times	Staff and visitors	TPC	Winter 2012	

Table 9.2. Action plan: walking and cycling

Action	Audience	Responsibility	Timescale	Resources
1 Promotion of walking and cycling information via media channels including Travel Options leaflet, intranet, noticeboards etc.	Staff and visitors	TPC	Summer 2012 then annually	Promotional material
2 Take part in 'Walk to Work Week', including organising led walks round the local area	Staff	TPC	May, annually	Promotional material
3 Continue to take part in 'Bike Week'	Staff and visitors	TPC	June, annually	Promotional material
4 Continue Dr Bike visits	Staff and	TPC	June,	(Funded by

	visitors		annually	LBC)
5	Promote 'Cycle to Work' scheme	Staff	TPC/HR	Summer 2012
6	Continue to offer Bikers Breakfasts	Staff	TPC	At least one annually Approximately £520

Table 9.3. Action plan: public transport measures

Action	Audience	Responsibility	Timescale	Resources	
1	Promotion of local public transport options via the website, travel boards, Travel Options Guide	Staff and visitors	TPC	Annually Summer/ Autumn	Promotional material
2	Promote £5 subsidy to monthly or £60 subsidy to yearly tickets	Staff	TPC/ HR	Summer 2012	
3	Investigate Real Time passenger information provision in the Main Reception and via Hospedia	Staff and visitors	TPC	Autumn 2012	
4	Investigate providing season ticket loans	Staff	TPC/Finance	Summer 2012	
5	Investigate match-funding subsidy to bus season ticket	Staff	TPC/Finance	Summer 2012	£2,200
6	Promote the opening of the Luton Dunstable Busway	Staff and visitors	TPC	Spring 2013	

Table 9.4. Action plan: car sharing and parking

Action	Audience	Responsibility	Timescale	Resources	
1	Continue to promote liftshare car sharing scheme	Staff	TPC	Continue	Promotional material
2	Implement staff permits scheme	Staff	TPC	2012-2013	
3	Investigate possibility of using Calnwood Road car park as car sharing car park for staff	Staff	TPC	2014-2015	
4	Investigate park and walk scheme at Skimpot Road / Tesco car park	Staff	TPC	2013-2014	
5	Introduce car park deck at Farrington Fields	Staff	Capital projects	2012	New build = £1m, Second hand = circa £700K (subject to availability)
6	Investigate conversion of greenfield by M1 to admin staff car park	Staff	Capital projects	2012-2013	Development costs circa £2million (to include car park equipment, security systems, lighting)

7 Ensure adequate supply of motorcycle / scooter parking is provided for patients and visitors	Staff and visitors	TPC	Summer/ Autumn 2012	May require capital if determined additional spaces are needed
8 Investigate incentives for staff that arrive by motorcycle / scooter	Staff	TPC	Autumn 2012	

9.1.2 Long term measures have been discussed by the Estates and Strategy Group and will be considered. These include:

- Re-visit the Park & Ride option if demand for parking continues to escalate.
- Re-visit a multi-storey car park as a part of Estates Strategic review (budget cost ~ £8m)
- Work with the local community, ensuring that any Controlled Parking Zones are implemented in both the interests of the local community and the Trust's ability to effectively manage car parking

9.1.3 The Action Plan will be amended and updated as measures are introduced and new initiatives are brought in light of the monitoring process.

Appendix A – Policy

National Planning Policy Framework – Chapter 4 Promoting Sustainable Transport

This document states that transport policies have an important role to play in facilitating sustainable development but also in contributing to wider sustainability and health objectives. New developments should take the following into account:

- *the opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure;*
- *safe and suitable access to the site can be achieved for all people; and*
- *improvements can be undertaken within the transport network that cost effectively limit the significant impacts of the development. Development should only be prevented or refused on transport grounds where the residual cumulative impacts of development are severe.*

The guidance states that new development should be located and designed where practical to:

- *accommodate the efficient delivery of goods and supplies;*
- *give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;*
- *create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate establishing home zones;*
- *incorporate facilities for charging plug-in and other ultra-low emission vehicles; and*
- *consider the needs of people with disabilities by all modes of transport.*

The guidance states that key tool to facilitate this will be a Travel Plan. All developments which generate significant amounts of movement should be required to provide a Travel Plan.

Luton Local Transport Plan 2011 - 2026

This guidance states that there are problems with vehicular congestion in Luton centre, particularly during peak periods. An evidence report had the following outcome:

‘Accessibility to further education sites, key employment centres (including the town centre), the Luton & Dunstable hospital, and local parks/green spaces is poor in certain areas of the town, in particular in areas of greatest deprivation where there are high levels of non car-owning households who rely more on travel by walking, cycling and public transport.’

The following are aspects that Luton residents were most unsatisfied with, and which are considered to offer the greatest scope for improvement:

- *ease of access to key services, specifically for people with disabilities and non car owning households;*
- *local bus services and information about those services;*

- *cycle routes and cycle facilities;*
- *condition of roads, pavements and footpaths;*
- *traffic levels and congestion;*
- *traffic management; and*
- *enforcement of obstruction of highways.*

This travel plan aims to help to improve some of the above points by encouraging sustainable transport.

Travel planning best practice guidance

DfT Good Practice Guidelines: Delivering Travel Plans through the Planning Process (2009)

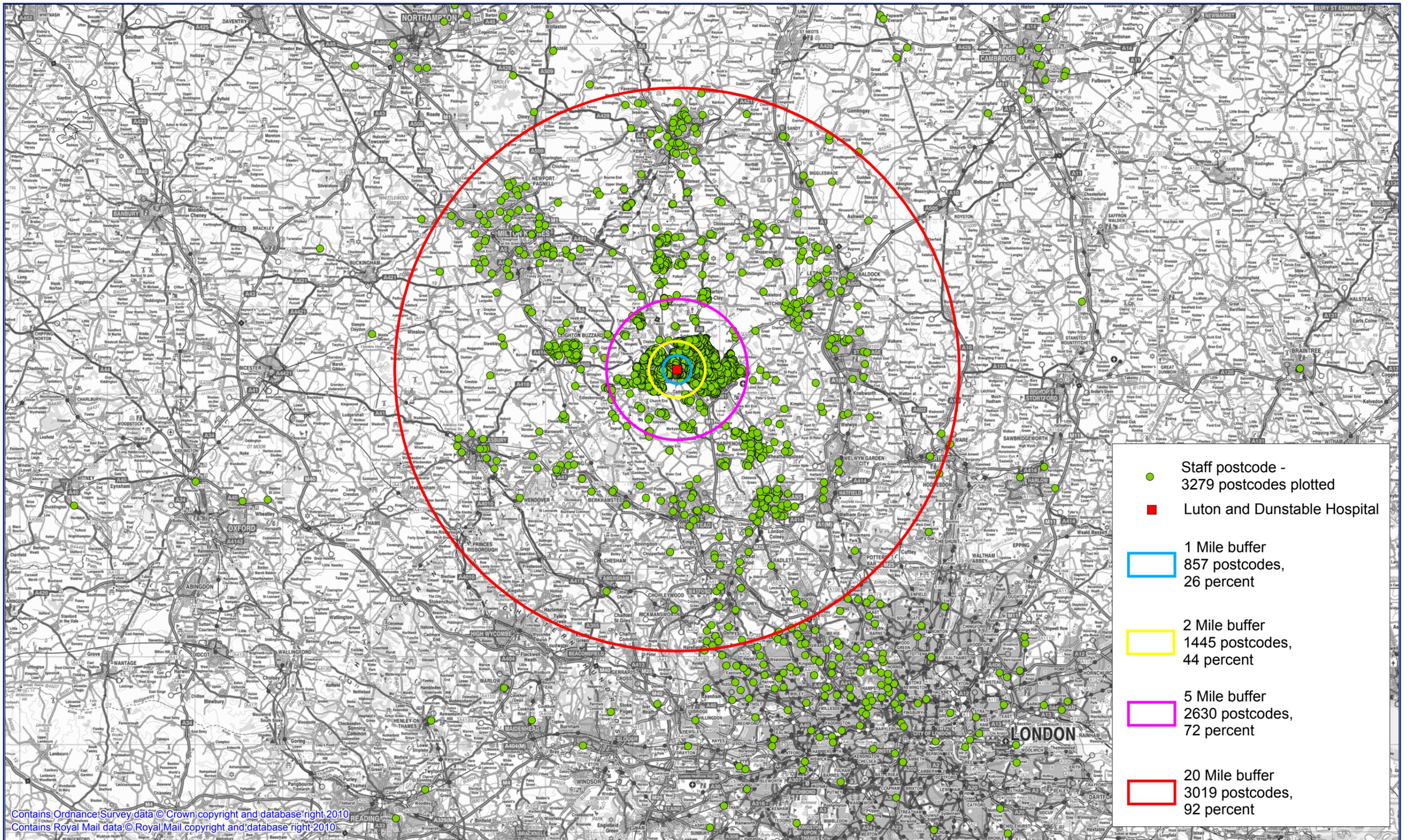
This travel planning best practice guidance *“is intended to set out best practice actions that can be taken to produce high-quality, robust travel plans”*. This guidance has been taken in to consideration when producing this travel plan to ensure that it is suitable for the site and will provide numerous benefits to the target audience (staff).

The figure below provides a copy of the DfT’s Travel Plan pyramid. This pyramid illustrates the measures and actions that are used when creating a Travel Plan *“with each new layer building on the last all set within the context of the outcomes sought”*. The approach outlined in this diagram has been applied to this travel plan.

Figure 5. DfT Travel Plan pyramid



Appendix B – Staff home postcodes



Drawing Title Luton and Dunstable Hospital GIS plot: All Postcodes - Regional view	Client Luton and Dunstable Hospital	10 Eastbourne Terrace Paddington London W2 6LG		Scale: 1:401,800	Drg No:
	Job Title Parking support for Luton and Dunstable Hospital	T 020 7053 1300 F 020 7053 1301 www.cbuchanan.co.uk		Designed by: JS Drawn by: JS Ckd/Appd: CH 1st Issued: June 11 Job No: 19417-01-1	

Appendix C – Visiting times

Ward/Area	Specialty	Visiting Hours		Ward Telephone	Special arrangements
		Early Visiting	Late Visiting		
Ward 2	Orthopaedics	No early visiting	14.00 – 16.00 18.30 – 20.30	0845 127 0127 ext 2094	No flowers No children under 5 years
Ward 3	Medical Short Stay Unit - Female	No early visiting	15.00 – 17.00 18.00 – 20.00	01582 497180	No children under 5 years Protected mealtime: 17.00 – 18.00
Ward 4	Short Stay Unit - Male	10.00 – 11.30	14.30 – 19.30	01582 718344	No flowers
Ward 5	Isolation Ward	No early visiting	15:00 – 20:00		
Ward 10	Respiratory	No early visiting	17.00 – 20.00 (Mondays and Thursdays only) 15:00 – 20:00 (all other days including weekends and Bank Holidays)	01582 718160 01582 497131	No flowers No children under 5 years
Ward 11	Medicine for the Elderly	No early visiting No early visiting	14:00 – 17:00 18:00 – 20:00		No children under 7 years Relatives assisting with palliative care patients, feeding, or wishing to see medical team are allowed outside of the visiting times with prior agreement with the nurse in charge
Ward 12	Medicine		13:30 - 17:00 18:30 - 20:30		Protected mealtime: 17.30 – 18.30 No children under 5 years old
Ward 14	Medicine for the Elderly	No early visiting	15:00 – 20:00	01582 497183	Children under 8 years not advised

Ward 26a (Paediatric Assessment Unit)	Paediatric Assessment Unit	Parents have 24 hour access and one parent can also stay the night. General visiting any time until 19.30			
Ward 31	Part of Delivery Suite	No visiting			
Ward 32	Antenatal / Postnatal	Partners only: 09:00 – 21:00 General visiting: Morning - no visits Afternoon – 15:00 to 17:00 Early Eve - no visits (rest + meal) Evening - 19.00 to 20.00 No children under two years old except for patients' own			
Ward 33	Antenatal / Postnatal	Partners only: 09:00 – 21:00 General visiting: Morning – no visiting Afternoon 15:00 – 17:00 Evening 19:00 – 20:00 No children under two years old except for patients' own			
Ward 34	Gynaecology	No early visiting	14:30 – 20:00		
High Dependency Unit (HDU)	Critical Care	No early visiting	14:30 - 20:00		
Intensive Care Unit (ITU)	Critical Care	No early visiting	14.40 – 19.30	01582 497249	
Emergency Assessment Unit (EAU)	Emergency Department	No early visiting	14:30 – 20:00	01582 497919	
Coronary Care (CCU)	Medicine	No early visiting	15:00 – 20:00		No flowers. Children of all ages are allowed, but please discuss with the nurse in charge in the case of very small children.

Ward 15	Medicine for the Elderly	No early visiting	15:00 – 20:00	01582 497126	Relatives assisting with palliative care patients, feeding, or wishing to see medical team are allowed outside of the visiting times with prior agreement with the nurse in charge
Ward 16	Medicine for the Elderly	No early visiting	15:00 – 17:00 18.30 – 20.00	01582 497138	
Ward 17	Stroke Ward	We welcome one visitor ONLY from 11.00 to assist with care and nutrition for those patients who require assistance	15:00 – 20:00 (Maximum 3 visitors per bed)	01582 497136	Protected mealtime: 17.30 – 18.30 No children allowed in the acute bays
Ward 18	Medicine for the Elderly	No early visiting	15:00 – 20:00	01582 718604	Protected mealtime: 17.00 – 18.00 No flowers
Ward 20	Surgical	No early visiting	14.30 – 20:00	01582 497096	Visitors to leave for protected mealtime
Ward 21	Surgery	No early visiting	14.30 – 17:15 17:45 – 20:00	01582 497496	
Ward 22	Surgery	No early visiting	14.00 – 16.00 18.00 – 19.00	01582 497100	No flowers No children under 8 years old
Ward 23	Surgery		15:00 – 17:30 18:30 – 20:00	01582 497101	No flowers No babies
Ward 24 (Squirrel Ward)	Children's Ward	Parents have 24 hour access and one parent can also stay the night. General visiting any time until 19.30		0845 127 0127	Protected mealtimes: 12.00 – 13.00 17.00 – 18.00
Ward 25 (Rabbit Ward)	Children's Ward	Parents have 24 hour access and one parent can also stay the night. General visiting any time until 19.30			Protected mealtimes: 12.00 – 13.00 17.00 – 18.00
Ward 26 (Hedgehog Ward)	Children's Ward	Parents have 24 hour access and one parent can also stay the night. General visiting any time until 19.30		01582 497106	Protected mealtimes: 12.00 – 13.00 17.00 – 18.00

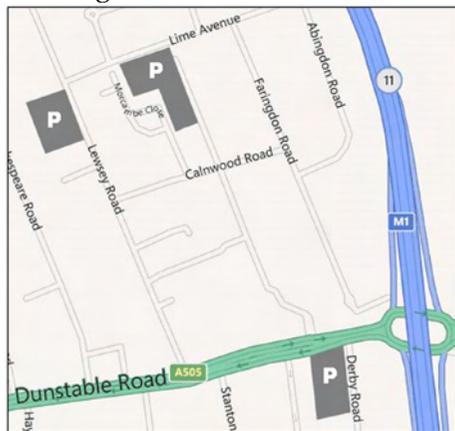
Appendix D – Staff induction leaflet

Car parking

The Trust has a number of designated car parking areas for staff and visitors. The main car parks for staff are:

Car park location	No. of spaces
Farringdon Fields	270
Breast Screening	225
Derby Road	85

To use staff car parks you will require a token on entry (£1.20/day) and your ID card on exit. For Derby Road car park use token to obtain a ticket and display it on the windscreen. Token machines can be found outside Boardroom and in the vending area in the Chiltern Restaurant.



If you need to park in local streets please be sensitive to the needs of our residents and park sensibly, do not block drive ways and do not park on pavements. Though this may not be illegal it is upsetting our residents.

If staff are parked illegally they could face a parking ticket, wheel clamping or have their car towed away.

L&D private car share scheme



We have a facility to link you with other people who work at the L&D and live near you to help you to reduce your daily travel costs. To use the scheme, just go to: www.landdhospital.liftshare.com and follow **Sign up for FREE** button

You can access the L&D car-share scheme from both work and home. You can also choose whether to search for lifts with other L&D employees or from the whole *liftshare* database.

You don't have to car share every day - it can be as flexible as you need it to be. If just 10% of L&D employees who use car everyday car shared for only 2 days a week this would free up 35 spaces every day and make life easier for all staff who need to drive to work.

Public transport

Special rates on bus and train travel for L&D staff are available as below:

[First Capital Connect](#)

10% discount for season tickets into Luton or Leagrave between St. Albans and Bedford. To buy discounted tickets go to:

http://www.fcc.trainsfares.co.uk/season/requirements/st_qtt.asp?sitecode=FCC&Promo=FCCNHSBL10

A PIN number is required to activate the discount - email activetravel@ldh.nhs.uk

Arriva

L&D zone	£40 for a 4 weekly ticket £450 for an annual ticket
All Zones*	£60 for a 4 weekly ticket £650 for an annual ticket

To buy discounted tickets go to:

<http://www.arrivabus.co.uk/LandDstaff/>

The promotional code is [53467711](#)

Centrebus

L&D zone	£270 for an annual ticket
Network*	£693 for an annual ticket

To purchase a ticket call Centrebus helpline on 0116 298 7224. Please quote your assignment number, job title, and discount reference **NHSSAVE**.

12 month Travel Club membership for £7 (+ £1 admin fee) offering 15% off standard single and return bus fares when travelling with Centrebus. You can purchase your membership online (you will receive your discount card within a few days).

For further information about Centrebus offers please go to <http://centrebus.info/nhs.aspx>

*All buses across Herts, Beds & Bucks

Cycling

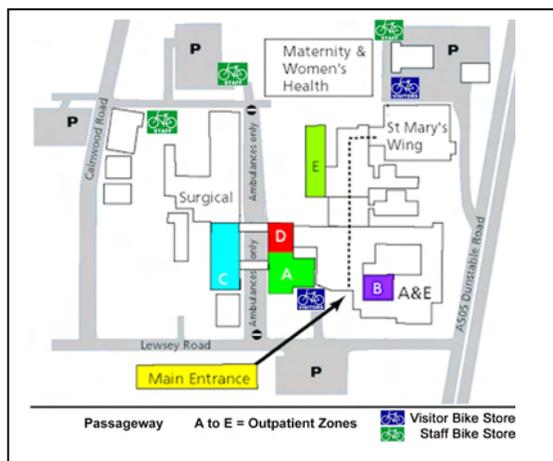
Tax-free bikes scheme

All employees on a minimum 12 months contract can purchase bikes and safety equipment (up to total value of £1000) saving around 30% in tax and national insurance and with no upfront costs. L&D buys the bike at full retail price and hires it to an employee. The balance is recovered from a reduction in your gross salary (recovered over 12, 9 or 6 months). At the end of the hire period you may take ownership of the bicycle or extend the hire period with Cyclescheme. Check savings, find a participating Cyclescheme store, and request your voucher at the following address:

www.cyclescheme.co.uk/494fa7

Bicycle Sheds

There are visitor and staff bicycle parking facilities on site. Secure bike sheds are available for registered staff only. To register go the Security Office.



Changing facilities

Changing facilities above the Social Club are available to all staff cycling / running to work, doing Zumba classes or any other form of exercise. Please go to the Security Office to have your access activated.

There is a separate male and female changing area with one shower in each area. There are also 8 coin operated lockers in each area (£1 - refundable), but please do not to leave any valuable items in the lockers.

Travel Zone

Further information about the Travel initiatives can be found in the Travel Zone area of the intranet:

L&D Travel Zone

Welcome to the travel section of the intranet. We are committed to improving the accessibility of the site and to ensuring that all patients, visitors and staff are able to travel to and from the site as easily as possible. We also recognise our responsibility to reduce CO₂ emissions and we are committed to a sustainable transport policy that aims to implement measures that help reduce the need for staff, patients and visitors to travel to the site by single occupancy vehicles and encourages more sustainable modes of travel.



Click here to find out about
[Cycling & Bike Hire](#)



Click here to find out about
[Liftsharing Options](#)



Click here to find out about
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Alternatively email activetravel@ldh.nhs.uk or speak to Magdalena Golebiewska, Sustainability Officer, ext 7027.

TRAVEL & CAR PARKING INFORMATION

This leaflet has been designed to provide staff with information about car parking on site & alternative transport options such as car sharing, public transport and cycling

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For further information please contact:

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