

From: [Foi Enquiries](#)
To: [REDACTED]
Subject: FOI-17-1634 - Pool Cars
Date: 04 December 2017 13:54:54
Attachments: [Further Information - Right to Review & Appeal.pdf](#)
[FOI-17-1634 - Council Travel Pages.docm](#)

Dear [REDACTED],

Thank you for your information request of 3 November 2017. Aberdeen City Council (ACC) has completed the necessary search for the information requested.

Pool car usage data for the period 2015/16 and 2016/17

1. How many pool cars, either leased or owned, does your council have?

Aberdeen City Council does not have pool cars. Instead, we have an agreement with Co-wheels car club in Aberdeen that staff use car club cars for business as they would with pool cars.

Of these, the Council booked back 9 cars back for the exclusive use of staff in 2015/16 (3 on a 24/7 basis and 6 on a Monday to Friday 8am to 6pm basis) and 11 cars back for the exclusive use of staff in 2016/17 (5 on a 24/7 basis and 6 on a Monday to Friday 8am to 6pm basis). However, staff are able to use any of the Co-wheels car club cars in addition to these.

2. What is the total annual spend on pool cars?

The amount of Council money spent on car club cars for business purposes was £51,999 in 2015/16 and £51,295 in 2016/17

3. What is the total annual miles of pool cars?

56,366 in 2015/16 and 60,833 in 2016/17.

4. How many regular pool car users are there?

In 2015/16 and 2016/17 there were 588 and 661 drivers respectively registered from Aberdeen City Council who can use the car club cars for business purposes.

5. How many casual pool car users are there?

Please see our response to Q4.

6. What is the overall cost per mile of pool cars?

The cost to the Council, based on the number of miles travelled and the annual spend by the Council, was 92p per mile in 2015/16 and 84p per mile in 2016/17.

Staff car for work usage data

We understand local authorities can maintain and attribute data to more than one category of pool car user. For example, essential pool car users in receipt of a lump sum for mileage, pool car users, and casual users. For the period 2015/16 and 2016/17, in each of your local authority's defined categories:

7. How many council staff use their own car during the course of the day to carry out council work?

2015/16 – 1,299 persons

2016/17 – 1,303 persons

8. How many miles were travelled by staff in their own car on council activity?

2015/16

Essential Car Users - 556,359 miles

Casual Car Users - 563,196 miles

2016/17

Essential Car Users - 575,320 miles

Casual Car Users - 653,640 miles

We define an essential car users as “officers in posts whose duties are of such a nature that it is essential for them to have a car at their disposal whenever required.”

9. What was the average cost per mile reimbursed to users?

All miles reimbursed at 45 pence per mile. This is the approved mileage allowance payment rate from the HMRC.

10. What was the target cost per mile?

Please see our response above.

11. How much did your council spend in 2015/16 and 2016/17 on reimbursing staff for miles travelled for council activity in their own cars?

2015/16

Essential Car Users - £250,361

Casual Car Users - £253,655

2016/17

Essential Car Users - £258,894

Casual Car Users - £294,138

Operational policies

12. Please provide the name and/or job title of the person responsible for developing and monitoring policies on employee car usage in your council.

Policies on employee car usage are dealt with by the Council Travel Plan. This falls under the responsibility of the Transportation Strategy and Programmes Team Leader

13. What policies, working documents or plans does your council have in place to reduce volume and/or cost per mile of usage by pool and/or staff cars?

The Aberdeen City Council Travel Plan. This was first produced in 2001 and, although not physically updated since, the guidance on our Council Intranet which corresponds to it has been. This has been attached. The physical Council Travel Plan document will be updated in due course.

14. What policy documents does the council hold on general car usage policy and associated targets and metrics?

The Aberdeen City Council Travel Plan. This was first produced in 2001 and, although not physically updated since, the guidance on our Council Intranet which corresponds to it has been. This has been attached. The physical Council Travel Plan document will be updated in due

course.

15. Is your local authority pursuing new methods to address major issues or needs around car usage in your local authority? If yes, please provide the supporting documentation.

In addition to staff being encouraged to use the car club for business purposes, staff are also offered a free personal membership to encourage them to use the car club, rather than a private car, for personal use too. This aims to encourage staff to give up private cars by promoting an alternative that gives them access to a car without needing to own one.

There is no supporting documentation for this.

ACC is unable to provide you with information on **the supporting documentation** as it is not held by ACC. In order to comply with its obligations under the terms of Section 17 of the FOISA, ACC hereby gives notice that this information is not held by it.

Commuting

16. What is the average number of staff arriving to work in offices or other shared places of work of the council on a weekday?

The Council don't have figures for how many people travel to offices or shared places of work on a daily basis. However, we know that for staff numbers there was 8558 staff working for the Council in 2015/16 and 9193 in 2016/17.

ACC is unable to provide you with information on **the average number of staff arriving to work in offices or other shared places of work of the council on a weekday** as it is not held by ACC. In order to comply with its obligations under the terms of Section 17 of the FOISA, ACC hereby gives notice that this information is not held by it.

17. Of that number, how many staff on average drive their own car to that office?

As we don't hold the number for staff in Q16, we can only base our answer on our last Council Travel survey. This was undertaken in 2016 with a pool of 1031 respondents. Of them, 49.6% claimed to drive to work as their main form of transport.

18. Does your council have any carpool or similar commuting schemes in place?

The Council pays for membership to Liftshare, a National organisation that promotes car sharing, and has its own account within Liftshare for staff. Staff also then have the option to be matched with members in the wider, UK-wide Liftshare pool

19. If so, what incentives or compensation is offered to encourage staff to take advantage of these?

Promotion takes place to show staff how much they could save over a period of time if they are travelling in from different places across the North East of Scotland.

We hope this helps with your request.

Yours sincerely,

Grant Webster
Information Compliance Officer

INFORMATION ABOUT THE HANDLING OF YOUR REQUEST

ACC handled your request for information in accordance with the provisions of the Freedom of Information (Scotland) Act 2002. Please refer to the attached PDF for more information about your rights under FOISA.

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*03000 numbers are free to call if you have 'free minutes' included in your mobile call plan.
Calls from BT landlines will be charged at the local call rate of 10.24p per minute (the same as 01224s).

www.aberdeencity.gov.uk

Council Travel



We all have a role to play to improve the quality of life in Aberdeen

By considering our day-to-day travel habits we can all make a contribution towards reducing pollution and traffic congestion, improving personal health and relieving stress as well as setting a good example for others to follow.

The [Council Travel Plan](#) demonstrates our commitment to minimising the impact of staff travel patterns on the environment by reducing the level of unnecessary travel and encouraging those who have to travel to do so in a more environmentally-friendly and efficient way.

It is recognised that there will always be circumstances where you need to travel by car to work and during the working day, but this plan contains a number of measures which will give staff an opportunity to make more informed choices about how they travel and how they can make a valuable contribution to a sustainable environment.

The following pages let you know what is available to Council staff and Services for both business and commuter travel, as well as alternatives to travel.

- [Public Transport: Bus Travel, Train Travel](#)
- [Car Use: Car Club, Car Share, , Eco-driving, Car Rental](#)
- [Cycling and Walking: Showers and Parking, Aberdeen Cycle Map,](#)
- [Projectors, Interactive Whiteboards & Video Conferencing at Marischal](#)
- [: Cost of Travel](#)
- [Council Travel Plan Survey](#)
- [Cycle Salary Sacrifice](#)

Latest News and Events

Cycle Parking

Bicycle racks and lockers have recently been installed at the Beach Leisure Centre to cater for staff and visitors cycling to this locations. Racks will also be added outside Tullos Swimming Pool in August.

Council Travel Plan

Introduction

The Council has adopted a Travel Plan for staff. It contains 2 high-level objectives:

Objective 1

To increase the choice of transport modes available to employees, Councillors and visitors to Council buildings.



Objective 2

To seek to reduce the negative impact of travel choices locally and more widely, whilst maintaining efficient service provision.

Have we changed our bad habits??

Since then, issues of congestion and pollution have not gone away; the Council's contribution to making the City a better place has not been dramatically changed by the Travel Plan, nor have many staff committed themselves to changes which would benefit our City. We all have a role to play in improving quality of life in Aberdeen. By considering our day-to-day travel habits we can all make a contribution towards reducing congestion, improving personal health and relieving stress as well as setting a good example for others to follow.

- [Council Travel](#) - Home

Public Transport



Aberdeen has a public transport network which accesses almost every area of the City and can act as an alternative to the car for commuting to work and for business trips. Even over short distances, car commuting is considerably more expensive than bus or even rail use.

- [Bus Travel](#)
- [Train Travel](#)

Bus Travel

For City journeys you are as quick, if not quicker catching the bus than driving.

The two main operators within Aberdeen are Stagecoach and First Aberdeen. Information for timetables on both can be found below. First requires the exact fare so have some change ready, alternatively contactless payments have recently been introduced. Both First and Stagecoach offer mobile payment via their apps so it really has never been easier to take the bus! If you need to travel by bus for business travel, please pay your fare on the bus, retain any ticket(s) and reclaim fares via the travel and subsistence claim form.



Real Time Passenger Information Displays

As well as within bus shelters, there is a Real Time Passenger Information Displays located in the Town House, providing real time information on the next bus arrival times for First Aberdeen services only.

Real Time Information Online

Live up to the minute bus information is easily accessible via the Real Time Bus website. Users now know exactly when they can expect the next First bus and this is a major step forward in providing accurate timetable information. The initiative was launched in partnership by Nestrans and First in

Aberdeen in a bid to improve the service and allows passengers to find out exactly when their bus is expected before they leave their home or work.

Regular bus users can even bookmark their favourite stops and routes to discover the latest information with just one click of a button. Never wonder when your bus will show up again!

www.realtimebus.com

First Bus

For general enquires call First on 01224 650065 or log onto the [First Web Site](#).

Stagecoach

If you would like to find out about a specific bus time or journey, then log on to the [Stagecoach Web Site](#). For any other enquires about Stagecoach contact the customer services section on 01224 597590 or email: enquiries.bluebird@stagecoachbus.com

Traveline Scotland

Access [Traveline Scotland](#) for a nation-wide journey planner for all modes of transport.

- [Council Travel](#) - Home
- [Train Travel](#)

Train Travel

Staff are expected to use rail for attending meetings out with the City. It offers far better value for money than driving for longer distance journeys ([Cost of Travel](#)). Most trains now have laptop facilities so rather than sitting in traffic you can catch up with some work (or some much needed relaxation time) on the journey.

Aberdeen has two railway stations - Aberdeen and Dyce. Aberdeen is located on Guild Street and is within easy walking distance of Union Street. Dyce is located near the Airport and Kirkhill, Wellheads, Pitmedden, Farburn and Raiths Farm Industrial Estates.



[A Guide to Local Railway Stations](#)

For information on rail travel call 08457 484950 or visit [Train Information](#).

To plan a journey by rail, visit www.travelinescotland.com

Aberdeen City to:	Number of Trains Per Day	Time Taken
Inverness	10 trains/ day	2hrs 15
Forres	10 trains/ day	1hr 40
Elgin	10 trains/ day	1hr 25
Keith	11 trains/ day	1hr 05
Huntly	11 trains/ day	50 mins
Insch	11 trains/ day	35 mins
Inverurie	12 trains/ day	23 mins
Dyce	23 trains/ day (2 to Glasgow, 8 to Edinburgh)	10 mins
Portlethen	6 trains/ day	10 mins

Stonehaven	29 trains/ day	17 mins
Dundee	36 trains/ day	1hr 15
Edinburgh	18 trains/ day	2hrs 25
Glasgow	16 trains/ day	2hrs 33

Rail Disruption in bad weather

Wherever possible, any decision to switch to temporary timetables will be announced in advance of forecasts of severe weather. These reduced timetables are designed to provide a more robust service, allowing customers to plan their journeys with more confidence.

www.scotrail.co.uk shows routes that are running normally. Customers can register to receive free text alerts and at times of disruption ScotRail's Twitter service will stay open later to help.

Train Travel To Work

Unfortunately it is not possible to supply salary sacrifice for rail commuting as the provision of rail travel/tickets to employees remains taxable. We are however investigating the possibility of staff being able to utilise an interest free loan so that staff can purchase an annual rail ticket and then repay that loan over 12 months.

- [Bus Travel](#)
- [Our Environment](#) - Home
- [Council Travel](#) - Home

Car Use

Car commuting is considerably more expensive than bus or rail use. For longer distances, rail is much better than the car for price, comfort and speed. Only at distances of less than three miles does the car become the cheapest form of transport (although this does not include the cost of parking or the annual cost of owning a car) - at these distances, however, [Cycling and Walking](#) are the obvious transport choices.

The Council does realise that there will be times when you need to use a car to come to work or during the working day. There are a number of options open to you, if you do:

The Council is a member of a [Car Club](#). There are a collection of vehicles that any member of staff can book out and use when travelling to meetings and site visits.

Car Share: If you are looking to reduce your parking and petrol bills then car sharing is a viable alternative. The Council has commissioned liftshare to create an online travel sharing system for the Council. This means that only Council employees will be using this scheme. Click on the link above to find out more information.

: Advice on parking in the city centre and at Balgownie 1.

Eco-driving: free lessons for Council pool car users and information on how to save fuel.

Car Rental: when driving over 43 miles car rental becomes cheaper than using your own car.

Essential Car Users: It is a contractual condition that employees in receipt of an Essential Car User Allowance are required to have a car at their disposal whenever required. This means that employees

must have a car available when it is needed. However, many essential users may be under the misapprehension that they need to bring their car into work every day. Often, employees can plan in advance whether or not their car will be required for work purposes on a particular day.

Grey Fleet Review: In 2012, the Energy Savings Trust undertook a review for Aberdeen City Council into the potential cost and environmental savings associated with an overhaul of the Council's Grey Fleet (employees' own vehicles being used for work purposes) policies and procedures. The findings of the review can be found [here](#).

[Aberdeen City Council Grey Fleet Review](#)

Car Club

The Council's fleet of Pool Cars have now moved to a Car Club.

A Car Club is a collection of vehicles that any member of the public can book out. This means if you don't have access to a vehicle, or you temporarily require a second car, then you will be able to join the car club and book out a vehicle when required. It is typically suggested that those who do 8,000 miles or under would benefit financially from being a member. There are around 30 locations across the city where you can get access to cars and two locations which host vans. A variety of different sizes and fuel types are available, including electric vehicles

What does this mean for the Council?

The Council are using the services of a social enterprise called Co-wheels who are providing an online booking and billing system, coupled with smartcard access to the vehicles. This means that you can book the vehicles yourself online, unlock the vehicle using your smartcard and drive away. Most cars have a push start button once inside but keys, if required, will be in the glove box. Bookings can potentially be extended from within the car using the computer on the windscreen and Co-wheels can also be contacted using this. They can also be contacted on 0191 3751050

In order to use the cars, you have to become a member of Co-wheels. Please note that cars are only available to those who have had a full driving licence for a minimum of 12 months and have less than 6 points on their licence. If you join as a Council member of staff, you also have the option to take out a free personal membership

Registration Process - further details

To register, you will need to do the following

1. Send an e-mail to applications@co-wheels.org.uk stating that you are a member of Aberdeen City Council and would like to join the Aberdeen City Council account
2. Co-wheels will then send you an e-mail inviting you to join the Aberdeen City Council
3. Follow the instructions in this e-
4. If/ When asked please enter the following:
 - i. Promotional Code "ACCFREE"
 - ii. Personal Contact Information- your home address as this will be the address needed for DVLA check
 - iii. Emergency Contact Details - Enter your line manager's/team leader's name
 - iv. Other Information - Enter your Service e.g. Corporate Governance, Enterprise, Planning & Infrastructure, Education, Culture & Sport, Housing & Environment, Social Care & Wellbeing or Office of the CE

v. Cost Centre Code - This is your teams Travel and Subsistence number (46111) plus your Cost Centre and will be a letter followed by 5 digits. Ask your Team Leader/Manager if you are unsure.

To find out more about the Car Club, please go to the following link
http://thezone/CorporateGovernance/ITT/accord/co_wheels_cars.asp

Car Share

If you are looking to reduce your parking and petrol bills then car sharing is a viable alternative. We have commissioned an organisation called liftshare to create an online travel sharing system for the Council. This means that only Council employees will be using this scheme.

Go to: www.accliftshare.com

If you do not have access to the internet it is possible to register a journey by contacting Liftshare on 08700 11 11 99, or alternatively you can speak to the System Administrator for the Council on (52)3327.

By signing up to this system you will be able to match journeys so that if you wish to, you can share the commute into and out of work. Simply register with the system and add your journey, where you are going to and from and at what time and the Tripshare system will automatically search for possible travel companions for you.

Once you register your journey, the site will automatically let you know how much money and CO2 you could save if you were able to share this journey with just one other person. Some examples include:

- Aberdeen to Balmedie to Aberdeen: £603 and 750kg of Co2 per year.
- Aberdeen to Stonehaven: £1053 and 1.3T of Co2 per year.
- Aberdeen to Alford: £1832 and 2.3T of Co2 per year.

It is important to remember that you are by no means under any obligation to use this service. In fact you remain completely nameless whilst taking a look.

Of the journeys already logged within the Council alone we are saving 6,609 miles, 1 tonne of CO2, £661 and 419 trees every year.

If you cannot find a colleague to share with on the Council system, you may wish to try the Getabout car share web site, which will set you up with someone living in the North-East.

Go to <https://getabout.liftshare.com/default.asp>

'Nobody lives near me' -

Unless you have registered your journey and searched you wouldn't know. With over 550,000 members on the Liftshare.com network there is a good chance you will find a match.

'I can't car-share because my hours of work change regularly' -

Car-sharing is flexible and even sharing once or twice a week will still allow you to make substantial savings on your journey over a year.

'I don't like the idea of sharing with a stranger' -

For the Aberdeen City Council site only Aberdeen City Council staff can join. Members should follow the Liftshare FAQ advice on a new car-sharing arrangement.

'I can't car-share because I have small children' -

You can always give someone a lift who lives close by to the school or nursery.

Cost of Travel

- [Council Travel](#)
- [Our Environment](#)

Eco-driving

If you do need to be out and about in a car, the Energy Savings Trust offers ten tips for safer, greener, stress-free driving:

1. Check you revs - change up before 2,500 rpm (petrol) and 2,000 rpm (diesel).
2. Anticipate road conditions and drive smoothly, avoiding sharp acceleration and heavy braking. This saves fuel and reduces accident rates.
3. Use air conditioning sparingly as it significantly increases fuel consumption.
4. Drive away immediately when starting from cold - idling to heat the engine wastes fuel and causes rapid engine wear.
5. Remove roof rack when not in use - they increase drag significantly.
6. Avoid short journeys - a cold engine uses almost twice as much fuel and catalytic converters can take five miles to become effective.
7. Stick to speed limits and make your fuel go further - the most efficient speed depends upon the car in question but is typically around 55-65mph. Faster speeds will greatly increase your fuel consumption.
8. Plan your journeys - to avoid congestion, road works and getting lost.
9. Check your tyre pressure regularly - under-inflated tyres are dangerous and can increase fuel consumption by up to 3%.
10. If you are stuck in a jam, switch off - cutting the engine will save fuel and stop emissions.

The Energy Savings Scotland Advice Centre provides free, impartial advice on a range of transport matters. Their advice will help you reduce your fuel consumption to save money, as well as cut down your CO2 emissions.

Specialist sustainable transport advisors are on hand to provide advice on;

- Eco-driving;
- Buying cleaner, more fuel efficient cars;
- Using the car less

To contact your local Energy Saving Scotland advice centre call freephone 0800 512 012.

If you would like more information on smarter driving, or would like to take the smarter driving test, visit the Energy Savings Trust website:

<http://www.energysavingtrust.org.uk/ecodriving>

If you are interested in downloading an app to help you track fuel efficiency for each car journey you make then why not download the Fuelgood free mobile phone app? It can track your car journeys, flagging when you're driving inefficiently and at the end of your journey, provides a summary of distance travelled, time taken, average miles per gallon and the savings you could make by driving fuel efficiently.

<http://www.energysavingtrust.org.uk/scotland/Travel/Driving/FuelGood>

- [Cost of Travel](#)
- [Council Travel](#)
- [Our Environment](#)

Car Rental

For journeys over 43 miles RENTING a car actually proves cheaper than using both a pool car and a private car. You can see the comparisons via the attachment below:

[Mode Costs by Distance](#)

To rent a car contact Fleet Services and speak to Annette on: (4)89324. The costs for cars are below - the further in advance you book the more likely you will get a car you want at a cheaper price.

	One day	Week
Corsa/ Fiesta (32 mpg)	£15.38 - £17.65	£79.51 - £88.28
Focus/ Astra (40 mpg)	£21.19	£103.98 - £105.93
Mondeo	£24.72	£123.59 - £147.06

Cycling and Walking



The Council is committed to encouraging a healthy lifestyle for all staff via the corporate Health Strategy. As such, both on the way to work and during working hours, walking and cycling are the most suitable choice for short journeys.

Walking

We know that a third of all journeys made in Aberdeen are less than a mile - ideal for walking, yet many of us wouldn't consider walking to a meeting. Usually, only one in ten commuter journeys are made on foot. Often the trip could be as quick if not quicker when you consider the time taken to collect your car, sit in traffic and find a parking space. The benefits to your personal health along may encourage you, as physically active people have half the risk of coronary heart disease and up to a third the risk of stroke compared to inactive people. In addition, pedestrians suffer three times less pollution than car users.

Walkit.com is the walking journey planner for Aberdeen City - and it will give you where you want to walk in distance, time, calories burnt and CO2 avoided:

- [Walk It](#)

Cycling

It is recognised that not everyone is able or would wish to cycle to work. However, as with walking, there are considerable health benefits with regular cyclists being as fit as non-cyclists ten years younger. Cycling just twenty miles per week halves the risk of heart attack.

- [Showers and Parking](#)
-
- [Aberdeen Cycle Map](#)

If you would be interested in receiving formal cycle training from accredited trainers, please call Will Hekelaar on (01224) 523324 or visit www.aberdeencycletrainers.co.uk for more information.

Salary Sacrifice Scheme for Bicycles

Aberdeen City Council currently runs a salary sacrifice scheme for bikes. For more information follow the links:

[Cycle Salary Sacrifice](#)

Showers and Parking



Cycle Parking

Cycle parking is currently provided in the following locations:

- **Marischal College:** Cycle stands are located on the lower ground floor (North Wing), with access via the Littlejohn Street entrance. You will need a sQuid card to gain access to the building. Contact the ID badge office for more information.
- **Kittybrewster:** Cycle lockers are available by the main entrance to the Kittybrewster Reception. For information on obtaining a key, please contact Lorna Graham (89343).
- **Town House, Frederick Street and Spring Garden** - cycle racks available by main entrances.

Showering Facilities

Showering facilities can be found at the following locations:

- **Marischal College:** Showers, changing rooms and a drying room are located on the lower ground floor alongside the cycle racks.

Back to [Council Travel](#)

Aberdeen Cycle Map

The **Aberdeen Cycle Map** shows existing cycle facilities such as cycle lanes, as well as cycle shops, places to lock your bike, recommended quiet routes and recreational routes around the City.

The **Aberdeen Cycle Map** is available from City libraries and most Council buildings.

It is also available to view online via the following link:

http://www.aberdeency.gov.uk/planning_environment/planning/transport/pla_cycl_e_maps.asp

If you have any comments or ideas for improvements to the Aberdeen Cycle Map or cycling in Aberdeen, please let us know by contacting either Louise Napier (523327) or at counciltravel@aberdeency.gov.uk or you can contact the Aberdeen Cycle Forum directly.



- [Aberdeen Cycle Forum](#)
- [Council Travel](#)

Projectors, Interactive Whiteboards & Video Conferencing Equipment at Marischal

The larger meeting rooms at Marischal College are fitted with equipment to help make your meeting more efficient and cut down on paper, these include projectors and interactive whiteboards. In a few of the rooms there is additional video conferencing equipment helping to save travel time on meetings.

In rooms for 10 persons or more you will find projectors allowing you to display meeting information and interactive whiteboards which be used to take down and save your meeting room notes.

The interactive whiteboards can't be used as a conventional whiteboard but must be used with a specific pen which can be used to control the laptop via the projector screen. This will allow you to use the whiteboard as a flipchart taking notes for your meeting which can then be saved in jpeg format.

Meeting Room Projectors and Interactive Whiteboards

If the pen and whiteboard have never been used in your meeting room before then you may need to calibrate the pen first - this is a straight forward process and the instructions are below. Otherwise you just need to switch on the pen, the tools for this will then appear on the screen and details on what these can do are also listed below. Find out more about the equipment instructions -

- [Meeting Room Projector Instructions](#)
- [Interactive Pen Calibration Instructions](#)
- [Interactive Whiteboard Guide](#)

Video Conferencing

In rooms MC-3-W-02 and MC-2-W-01 there is Video Conferencing facilities which use an **IP address**. Instructions for using this equipment are available here -

- [Video Conferencing System Instructions](#)

Please note room MC-2-W-01 needs to be booked through your Directorate secretary.

If you need to connect with someone using **telephone** Video Conferencing then you will need to use a different system this is only available in the Town House: Rm THeCR3 Max 12 or the AECC: RmAECCConf Max 18 Grd. For instructions on how to use this system go to a [Step by Step Guide to Video Conferencing](#).

Teleconferencing Marischal College

- [Teleconferencing phones in Marischal College](#)

Cost of Travel

The different costs compared...

It might surprise you as to what the most cost efficient mode is. There are currently a multitude of options to undertake different journeys. The following two tables compare different modes and Table 2 includes an 'officer cost'.

Table 1: Typical Journeys – Modal Cost

Marischal College to Bridge of Don					
Mode	Distance	CO2 Produced	Travel Cost incl. return	Parking Cost	Total Mode Cost
Car Club Car	3.1 miles/5km	1.48 kg/ CO2	£0.41/ mile £2.54	£2.92	£5.46
Marischal Private Car	3.1 miles/5km	1.48 kg/ CO2 + journey to/ from work	£0.45/ mile £2.79	£2.92	£5.71
W/N St Private Car P&D	3.1 miles/5km	1.48 kg/ CO2 + journey to/ from work	£0.45/ mile £2.79	£6.00	£8.79
W/N St Permit Private Car	3.1 miles/5km	1.48 kg/ CO2 + journey to/from work	£0.45/ mile £2.79	£3.55	£6.34
Bike	3.1 miles/5km	0.00 kg/ CO2	£0.20/ mile £1.24	£0.00	£1.24
Bus salary sacrifice	3.1 miles/5km	0.98 kg/ CO2	£0.00	£0.00	£0.00
Bus carnet ticket	3.1 miles/5km	0.98 kg/ CO2	£3.40	£0.00	£3.40
Walk	3.1 miles/5km	0.00 kg/ CO2	£0.00	£0.00	£0.00
Taxi	3.1 miles/5km	1.48 kg/ CO2	£20.00	£0.00	£20.00

Table 2: Longer distance journeys – sample peak return journey: Aberdeen to Edinburgh of 252 miles taking into account officer costs.

			Hourly Officer Costs + Total Mode Cost			
	Mode Cost (ticket/ rental, petrol, parking) *	Time + return (off peak)	G17 £26.18/ hour	G15 £20.04/ hour	G13 £15.31/ hour	G11 £11.72/ hour
Car Club Car	£103.32 + £6.00	5:36	£146.61 £255.93	£112.22 £221.54	£85.74 £195.06	£65.62 £174.94
Private Car	£113.40 + £6.00	5:36	£146.61 £266.01	£112.22 £231.62	£85.74 £205.14	£65.62 £185.02
Bus	£8.00	5:50	£152.72 £160.72	£116.90 £124.90	£89.30 £97.30	£68.35 £76.35
Rail	£54.60	4:48	£151.84	£96.19	£73.48	£47.08

			£206.44	£150.79	£128.08	£101.68
Rented Car	£15.00 + £32.65 + £6.00	5:36	£146.61	£112.22	£85.74	£65.62
			£197.26	£162.87	£136.39	£116.27

Do you travel daily to work by car?

Weekly fuel and maintenance costs for people commuting short distances by car (under 5 miles) average between £25 and £30 (*Figures taken from AA on average of 1000 commuting miles per year). In addition, faster depreciation in the value of your vehicle caused by using it for short journeys makes driving the most expensive option for most people.

On your bike....

In comparison, the average cost of running and maintaining a bicycle is under £1 per week, and involves negligible depreciation and no parking costs.

Council Travel

Council Travel Plan Survey

ACC Council Travel Plan Survey 2016

The 2016 survey took place in April and May and garnered more than 1000 responses. A summary of the results can be viewed below.

2016 CTP Results

Previous survey results:

Council Travel Plan Survey 2012

[Council_Travel_Survey_2012_Results](#)

Council Travel Plan Survey 2010

[2010_CTP_Survey_Summary](#)

Council Travel Plan Survey 2008

[Council TP Survey 2008 Results](#)

Cycle Salary Sacrifice

For more information on Cycle Salary Sacrifice visit the My Benefits webpage: [My Benefits](#).

- [Council Travel](#) - Home
- [Cycling and Walking](#) - For options when you get to work
- [Bus Travel](#) - For timetables and other information
- [Car Use](#) - For what happens when you have a bike or bus pass and need to borrow a pool car during the day