



# What is a TravelSmart Workplace?

Most working people spend a large part of their waking hours at work and being busy with work is a common excuse for not being more physically active. Travel to and from the workplace provides an opportunity for many people to be more active. Local Governments can help promote active transport through local workplaces. Many Local Governments are already leading the way by implementing green transport plans for their staff.

TravelSmart workplaces encourage people working at and visiting their site to use active modes of transport. This can involve providing facilities for active transport or giving people the information they need to make more sustainable transport choices.

In Perth, 78% of workers drive to work and collectively do over 11.3 million kilometres on an average weekday.<sup>1</sup>

## What are the benefits?

Promoting active travel within the workplace can:

- Enhance productivity and reduce sick days through healthier employees;
- Demonstrate concern for staff wellbeing by improving staff travel options and workplace amenities;
- Reduce demand for car parking, which can reduce lease costs or free up space for client parking or redevelopment; and
- Reduce impacts on the community, including car traffic and emissions generated by vehicles accessing the workplace.

## How can Local Governments support TravelSmart Workplaces?

Local Governments can join the TravelSmart Workplace Program and form their own Green Transport Plan. They can also encourage local workplaces to join the program. Improving and promoting facilities for sustainable transport modes in the local area is an important way for Local Governments to support TravelSmart workplaces and the community to use active transport.

## What have TravelSmart Workplaces already done?

Employers influence the way their employees travel between home and work and during the workday. For example, providing free car parking or including cars in salary packages encourages employees to drive to work. Alternatively, providing good bicycle parking and shower and change facilities can enable staff to cycle to work.

Workplace facilities, practices and policies can support active transport. Some successful initiatives already implemented by Perth workplaces include:

- Preparation of a workplace TravelSmart map showing cycle routes and public transport stops nearby;
- Provision of secure bicycle storage, lockers and shower facilities for employees;
- Implementing flexi-time;
- Getting the workplace involved in cycle and walk challenges;
- Running an employee recognition program that raises awareness of active transport;

1. Data Analysis Australia (2003/04). "Perth and Regions Travel Survey", on behalf of DPI (WA).

- Introduction of paid parking to help discourage driving to work;
- Provision of pool bikes for use during work time to attend meetings or travel between and around sites;
- Provision of public transport tickets for work trips;
- Successful liaison with Local Government to develop safe walk and cycle routes;
- Formation of new company policies supportive of active transport; and
- Appointment of a staff member to coordinate TravelSmart initiatives.

## What is a Green Transport Plan?

Measures to encourage walking, cycling and public transport at a workplace can be brought together in a Green Transport Plan (also called a Travel Plan). A Green Transport Plan sets out what will be done and when, providing a plan for action over a two or three year period to help sustain momentum.

The key steps in preparing a Green Transport Plan are:

- Secure management support for developing a plan – this is important because some funds and staff time will be needed to implement the actions;
- Set up a planning team to get to work on the plan or use an existing corporate health or environment committee;
- Survey staff about how they travel, to understand what happens now and potential for change;
- Audit the workplace - check walk, cycle and public transport access to the workplace, car parking provision and workplace practices that affect travel options;
- Identify actions that would make a difference – draw on the survey, audit and staff input to consider practical measures to promote active transport;
- Write the Plan – detail the actions and the process for implementing them; and
- Approve the Plan, promote it and start implementing it.

Main Roads WA reports that congestion costs \$100 million a week in lost time and productivity.



It is a good idea to repeat the staff survey every year or two to track whether use of active transport is increasing and car use decreasing. The Plan can be periodically reviewed to ensure it is effective and to incorporate new ideas for action.

## Where do I find out more?

The TravelSmart Workplace program can help Local Governments promote and prepare workplace Green Transport Plans. The Department of Environment and Department for Planning and Infrastructure (DPI) jointly deliver the program.

Fact sheets on making workplaces cycle friendly and promoting walking and public transport are available on the DPI's TravelSmart website. Guidelines for workplace bicycle facilities and brochures on cycling are available on the DPI's cycling website.

### Department for Planning and Infrastructure

Phone: (08) 9216 8000

Website: [www.dpi.wa.gov.au/travelsmart](http://www.dpi.wa.gov.au/travelsmart)

### Department of Environment

Phone: (08) 9364 6500

Website: [www.environment.wa.gov.au](http://www.environment.wa.gov.au)

### Premier's Physical Activity Taskforce

Phone: (08) 9382 5980

Website: [www.beactive.wa.gov.au](http://www.beactive.wa.gov.au)

