

Putting Travel Choices INTO ACTION

Since August 2015, the **Travel Choices team** has worked with more than **600 businesses in the CBD**, offering free one-on-one support and group workshops to provide ongoing information, advice and resources on transport options to better manage construction impacts.

Find out what other businesses are doing and what your business can do to stay ahead of the transport changes.

Get involved with the Travel Choices Program

- + Attend a free Travel Choices Workshop for practical advice and information to help your organisation minimise the impact of construction.
- + Conduct a Travel Choices survey, to better understand how your staff travel and provide relevant information to staff.
- + Complete a Travel Action Plan for your organisation to identify ways to plan for construction impacts in the Sydney CBD. Communicate and test the plan with your staff, customers, visitors and suppliers.

Shift to more efficient ways of moving around the CBD

- + Ask staff to avoid driving during the morning and afternoon peak periods, particularly between 8-9am and 5-6pm.
- + Create a new car park management strategy.
- + Review staff car park incentives and benefits, and offer alternatives.
- + Pre-plan deliveries so the delivery schedule can be flexible and avoid peak periods.
- + Consolidate orders to help reduce the frequency of deliveries and reduce demand at on-street loading zones.

Support alternate travel choices

- + Provide staff with pedometers to encourage walking as an alternative to driving for short journeys during work.
- + Review internal policies around flexible working hours and overtime provisions. Use the Travel Choices Flexible Working Toolkit at mysydneycbd.nsw.gov.au/travelchoices to view options and see what may work for your organisation.
- + Offer staff a walking map showing estimated time taken to walk from major train and bus interchanges in the CBD.



“Travel Choices has been a great help educating our staff before the George Street closure. They provided information material and even visited our firm to talk to our staff.”

Marco Tschannen, Office and Client Services Manager, Herbert Smith Freehills

Upskill key staff

- + Arrange a Travel Choices briefing session for mailroom, security, concierge and servicing staff.
- + Identify key staff, that have tried an alternative travel option to get to work on time, to act as a 'Travel Choices champion'.
- + Create transport information packs for reception, executive and personal assistant staff.

Help customers and clients

- + Ensure that clients are reminded that light rail is being constructed and that the train from the airport might be a quicker option than travelling by car.
- + Opt to hold meetings over the phone or online, when possible.
- + Add Travel Choices information and advice to booking confirmations (e.g. event tickets and appointment bookings).
- + Update 'getting here' travel information on the corporate website with Travel Choices information and advice, including alternatives to driving.

Get the word out

- + Add Travel Choices updates to regular staff emails and newsletters ahead of major light rail construction milestones.
- + Create a dedicated space your staff intranet as a central point for organisation-specific information.
- + Display Travel Choices posters in communal areas such as kitchens and bathrooms.
- + Ask a Travel Choices team member along to a staff forum to provide a brief update on the changes in the CBD and how they can respond.

TRAVEL CHOICES

To speak with one of the Travel Choices advisors for information on the program or to organise a workshop, please direct enquiries to:

Email: travelchoices@transport.nsw.gov.au

Phone: 1800 632 500

