

Providing the basics

- Make available convenient, safe, secure cycle parking.
- Access to changing facilities, showers and lockers. Possibly negotiating with a nearby gym or club to access their facilities.
- Provide cycle proficiency training and bike maintenance workshops or talk to local bike shops.
- Establish a bicycle pool. Where staff have to make local trips as part of their work, employers can provide the bicycles. Helmets, locks and reflective vests should also be provided.
- Provide information on cycling safety, cycling routes and facilities to staff. RTA cycling information and maps may be obtained by calling 1800 06 06 07. Your local council may also provide cycleway maps.



Benefits to you – the employee

Cycling is a healthy, low cost, environmentally friendly form of transport. It's good for you and it's good for the environment.

You'll save more of your hard earned money. If one member of your household cycles daily, it's possible to save the cost of owning and running a second car, and you don't have to worry about parking!

Once you've worked out the best route, you'll be surprised how easy it is to keep fit and arrive at work stress free.

You'll arrive feeling energised, relaxed and ready to make the most of the day.

Remember to wear your approved helmet and have your bicycle fitted with appropriate safety equipment.

→ For further enquiries

 www.rta.nsw.gov.au

 131 782

Roads and Traffic Authority

Cycling to work 

Information for employers and employees



Cycling is a healthy, low cost and environmentally friendly form of transport.

Cycling works for business

The health of employees is important to a productive and satisfied workforce. Fitter, healthier and happier employees have lower levels of absenteeism and higher productivity. So it makes good business sense, at relatively little cost, to provide a cycle-friendly workplace. Creating a cycle friendly workplace also gives staff and visitors a genuine stress free travel choice.

Cycling works for our environment

Cycling is a healthy, low cost, environmentally friendly form of transport, which provides a flexible and low impact alternative to the use of private motor vehicles. Having a cycling to work program is a way of promoting your organisation as an employee-friendly workplace that takes the environment seriously.

Cycling works for building team spirit

Cycling offers a unique opportunity to build team spirit within your organisation. You can encourage staff to cycle

to work through the promotion of events and incentives such as cycle to work breakfasts and free safety vests.

Getting started

A good starting point is talking with employees who currently cycle to work about what facilities and supportive programs they think would be useful.

What businesses can do to encourage walking, cycling and the use of public transport

- Involve other staff in your organisation. The building or facilities manager, occupational health and safety officer, sustainability officer, training officer and fleet manager are all people you should consider involving in active transport (walking, cycling and public transport) initiatives.
- Relax the dress code, especially on Fridays.
- Flexible working hours can encourage employees to cycle and walk.
- Provide interest-free loans for the purchase of bicycles.
- Reimburse employees who incur costs such as bike storage fees or bicycle maintenance. Package their bike or public transport pass as part of their salary.
- Sponsor cycling events and local cycling facilities.
- Encourage staff to enter major cycling events.



- Install signage around your building or site to highlight cycling facilities such as cycle parking.
- Prepare a Transport Access Guide (TAG). A TAG is a concise guide for staff or visitors about how to travel to your workplace by walking, cycling or public transport. The RTA provides free TAG and green travel plan workshops to help you.
- Form a workplace Bicycle Group. This group can organise rides and training sessions for novice riders and provide a social group for employees to join, as well as being a group to consult about improving cycling facilities at your workplace.
- Employers should promote safe cycling journeys to work as well as sponsoring maintenance and proficiency/training courses for their cyclists.

