

# Sustainable Travel Advice for Business



**Sustainable travel** can influence our quality of life, the air we breathe and how fit and healthy we are. It can also have a very positive impact on your business.

Business travel is a necessary part of the way we work. It is important for building relationships and operational performance. Sustainable travel can be a complex issue but by striking the right balance it can have a great financial, social and environmental impact.

Successful implementation of sustainable travel is a shared responsibility involving key stakeholders, business owners and individual commuters.

The Government is making substantial investments in UK transport infrastructure, but it is at a local level that sustainable travel choices can really deliver a shift in behaviour.

By implementing sustainable business travel practices, Havering's businesses can play their part in improving air quality and reduce the impacts of travel on their bottom line, staff health, and the environment.

## **What are the benefits to your business?**

- Boost operational performance
- Save time and money
- Make a positive contribution to improving the local environment
- Enhance image and reputation
- Improve the health and wellbeing of your workforce

## **TO CONTACT THE TEAM**

Email [martin.day@haverling.gov.uk](mailto:martin.day@haverling.gov.uk)  
or [jay.amin@haverling.gov.uk](mailto:jay.amin@haverling.gov.uk)  
Visit [www.haverling.gov.uk/  
businesstravel](http://www.haverling.gov.uk/businesstravel)



## Did you know?

- Motor vehicles are the **largest** contributor to air pollution
- Traffic congestion was estimated to cost the UK motorists and the economy over **£30 billion in 2017**
- Transport accounts for around a **fourth** of UK greenhouse gases emissions



TRANSPORT



APPROX

1/4  
OF UK

GREENHOUSE GAS  
EMISSIONS

Businesses in Havering can access a range of services and initiatives helping you to make better, more sustainable transport choices.

- Free guides and resources
- Free cycle training
- Small grants

## Free online guides

### Transport for business

[www.tfl.gov.uk/info-for/business-and-commercial/transport-for-business](http://www.tfl.gov.uk/info-for/business-and-commercial/transport-for-business)

### Cycling for business

[www.tfl.gov.uk/info-for/business-and-commercial/travel-for-business/cycling-for-business?](http://www.tfl.gov.uk/info-for/business-and-commercial/travel-for-business/cycling-for-business?)

### Travel advice for business

[www.tfl.gov.uk/info-for/business-and-commercial/travel-for-business/travel-advice-for-businesses?](http://www.tfl.gov.uk/info-for/business-and-commercial/travel-for-business/travel-advice-for-businesses?)

### Deliveries in London

[www.tfl.gov.uk/info-for/deliveries-in-london/](http://www.tfl.gov.uk/info-for/deliveries-in-london/)



## Small Grants for your Business

The Council is offering Havering based businesses the chance to apply for a small grant of up to **£3000** (preferably match funded) to help **promote and facilitate active travel** (cycling and walking) to their site.

That could be for cycle storage for staff, shower facilities so staff can use such a facility if they have walked, run, or cycled to work, pool bikes for staff to use for business appointments, walking challenges, pedometers etc;

**IF YOU ARE INTERESTED  
IN THIS OPPORTUNITY  
PLEASE CONTACT**

**[martin.day@havering.gov.uk](mailto:martin.day@havering.gov.uk)**

to find out more and to receive an application form.

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## Workplace Travel Plans

The Smarter Travel Team at the Council is able to assist and advise you with the monitoring and delivery of a workplace travel plan.



A workplace travel plan allows businesses to plan out a series of measures that will lessen its impact on the road network and at the same time improve the activity levels of its staff, and reduce pollution levels in the Borough.

There are potentially a range of resources available through this process. A travel plan can be a useful tool for either a new or established business.

The Council uses a software package called ModeshiftSTARs for which helps build and then monitor a travel plan. Your business travel plan can be placed on that system free of charge so please get in touch.

**IF YOU WOULD LIKE TO  
DISCUSS THIS MORE,  
PLEASE CONTACT**

**[martin.day@havering.gov.uk](mailto:martin.day@havering.gov.uk)**

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YOU MAY BE  
ELIGIBLE FOR

**30-40%**  
**CASHBACK**

## Cleaner Heat Cashback

Commercial gas consumption is a significant source of air pollution. If you're a small business in Havering and have an older, inefficient heating system you may be eligible for 30 to 40 per cent cashback when you replace it with a new, cleaner system.

The Cleaner Heat Cashback scheme will help you save money on your energy bills and improve the Borough's air quality.

For further information visit:

**[www.london.gov.uk/what-we-do/business-and-economy/cleaner-heat-cashback](http://www.london.gov.uk/what-we-do/business-and-economy/cleaner-heat-cashback)**

# airTEXT



**Air pollution** can have a serious impact on health – particularly for those who have respiratory conditions.



## What is airTEXT?

Helping businesses can help inform their staff by encouraging them to use airTEXT.

airTEXT is a unique, free-of-charge service for the public providing air quality alerts by SMS, text message, email and voicemail and 3-day forecasts of air quality, pollen, UV and temperatures across Greater London.

airTEXT is designed to alert users to when air pollution levels are elevated so that they can take simple precautionary measures to help reduce the likelihood of any impacts.



## How does it work?

When air pollution levels are predicted to reach moderate or higher levels users will receive an SMS message, a voicemail or an email to warn them that pollution may be elevated over the next three days.

Users can choose to receive alerts either the evening before, or on the morning when an episode of air pollution is expected.



AROUND  
**50%**



OF LONDON'S AIR  
POLLUTION IS CAUSED  
BY ROAD TRAFFIC



The messages will provide users with health advice; this could include ensuring they have their inhaler or angina spray with them, taking extra doses if symptoms worsen and avoiding strenuous outdoor activity.

The free airTEXT smart phone app gives forecasts for three days of air quality, UV, pollen and temperature.

### **Have a social media account?**

Follow airTEXT on Twitter or 'like' them on Facebook.

Visit: [www.airtext.info/](http://www.airtext.info/) or



[www.facebook.com/pages/  
airText/357439734274396](https://www.facebook.com/pages/airText/357439734274396) or



[twitter.com/airTEXT\\_central](https://twitter.com/airTEXT_central).



### **TO REGISTER WITH AIRTEXT**

visit [www.airtext.info](http://www.airtext.info)

Download the free airTEXT app.  
Available for iPhones and Android.





# Air Quality Campaign

Be part of LB Havering's **Air Quality Campaign** – introducing *Miles the Mole*.

The Council's ongoing air quality campaign has an animated champion called *Miles the Mole*.



Miles is the spokesperson on improving air quality in Havering and using a bespoke and high quality animation that features him looking into how poor air quality occurs he discovers ways he can help himself and others improve the situation in Havering.

The main video lasts about five minutes and there is also a 30 second version that's currently shown in Queens Hospital. Miles can see the "hidden killer" of air pollution using his special glasses!

The film is available free at **[www.havering.gov.uk](http://www.havering.gov.uk)** and the character itself can attend campaigns and events across the Borough, for free, on request.

Taking part in the Borough wide campaign could be part of your businesses wider Corporate Social Responsibility (CSR).

CSR aims to ensure that businesses conduct their business in a way that is ethical. This means taking account of their social, economic and environmental impact, and consideration of human rights.



It can involve a range of activities including:

- Working in partnership with local communities
- Developing relationships with employees and customers
- Environmental protection and sustainability
- Some businesses have as their main purpose the fulfilment of social or environmental goals, as opposed to a business that tries to achieve its financial goals while minimising any negative impact on society or the environment.



### Why is CSR important?

There have been increased demands from employees, customers and government bodies for businesses to be more open about their activities and to reach, and maintain, acceptable standards in their business practice.

For many businesses, CSR is now seen as an important way to increase competitive advantage, protect and raise brand awareness and build trust with customers and employees.

SO IF THERE IS AN ISSUE THAT *MILES* CAN HELP YOUR BUSINESS WITH PLEASE GET IN TOUCH WITH EITHER

**[martin.day@haverling.gov.uk](mailto:martin.day@haverling.gov.uk)** or  
**[jay.amin@haverling.gov.uk](mailto:jay.amin@haverling.gov.uk)**

*Miles* has already been involved in many public events, as well as visiting schools and helping them with campaigns, and some hospital visits.

A character costume is available to use free of charge, simply contact either Martin or Jay.

# Emission Zones and Charges in London



## Congestion Charge

- The Congestion Charge covers central London. If you drive within the Congestion Charge zone between **07:00 and 18:00, Monday to Friday** you'll need to pay an £11.50 daily charge.

For further information visit:  
[www.tfl.gov.uk/modes/driving/congestion-charge](http://www.tfl.gov.uk/modes/driving/congestion-charge)

## T-Charge

- The T-Charge (officially known as the Emissions Surcharge) operates in the Congestion Charge zone in central London and is in addition to the Congestion Charge for older vehicles which do not meet certain emission standards.

For further information visit:

[www.tfl.gov.uk/modes/driving/emissions-surcharge/emission-standards-and-the-t-charge-zone?](http://www.tfl.gov.uk/modes/driving/emissions-surcharge/emission-standards-and-the-t-charge-zone?)

- The Low Emission Zone (LEZ)  
The LEZ covers most of Greater London and applies to diesel lorries, buses, coaches, motor caravans, motorised horseboxes, larger vans, minibuses and other specialist vehicles. Cars and motorcycles are not affected.





NEW TIGHTER EMISSIONS  
STANDARDS FOR ANY

# PETROL OR DIESEL VEHICLE IN LONDON



- Your vehicle must meet certain emissions standards if you want to drive within the LEZ, or you'll need to pay a daily charge. Stronger LEZ standards will apply from **26 October 2020**.

To find out more about where, when and how the LEZ operates and check if your vehicle is affected, please visit:

[www.tfl.gov.uk/lezlondon](http://www.tfl.gov.uk/lezlondon)

## The Ultra Low Emission Zone (ULEZ)

- From **8 April 2019** the ULEZ will replace the T-Charge.

- If you drive any petrol or diesel vehicle including cars, motorcycles and vans within the Congestion Charge zone in central London, you will need to meet new tighter emissions standards.

- From **25 October 2021** the area will be expanded to the inner London area bounded by the North and South Circular roads.

To find out more about the ULEZ and check if your vehicle will be affected, please visit:

[www.wtfl.gov.uk/modes/driving/low-emission-zone/lez--ulez-changes-2020-2021](http://www.wtfl.gov.uk/modes/driving/low-emission-zone/lez--ulez-changes-2020-2021)

# Electric & Hybrid Vehicles



**Zero emission capable (ZEC) vehicles** have environmental and financial benefits, and are vital to London becoming a zero carbon city by 2050.



ZEC is the collective term for vehicles that can operate with zero exhaust emissions. There are three types of ZEC vehicles:

- **100% pure electric** vehicles are powered by a battery which drives the electric motor. They have no exhaust emissions. Battery electric vehicles typically have a range of around 80 miles but some can achieve up to 300 miles.
- **Plug-in hybrid** and range-extended electric vehicles also have a conventional diesel or petrol engine, meaning they have a longer range than with a battery alone.
- **Hydrogen fuel cell** electric vehicles have a fuel cell which uses hydrogen to produce electricity which powers the wheels of the vehicle. They typically have a range of around 300 miles.



## Key Benefits

By switching to a zero emission capable vehicle you can save money on fuel costs, reduce harmful vehicle emissions and help clean up Havering's air.

### There are also financial benefits:

- **Cheaper to run:** a pure electric car could cost a third (or less) of what a traditional petrol or diesel car might cost.

- **Cheaper to maintain:** electric cars have fewer mechanical components than conventional vehicles, so servicing is simpler and cheaper.
- They are quiet and quick, making them ideal to drive in cities.
- ZEC vehicles that meet the criteria are eligible for a 100% discount on the Congestion Charge.



- Tax savings and incentives
  - The Government offers grants for new plug-in vehicles, currently up to £4,500 for cars, £1,500 for motorcycles, £8,000 for vans and £7,500 for taxis.
  - Zero emission capable vehicles pay either no vehicle tax (VED) or a reduced rate depending on their CO<sub>2</sub> emissions, vehicle list price and year of registration.

To find out more about tax benefits, please go to:

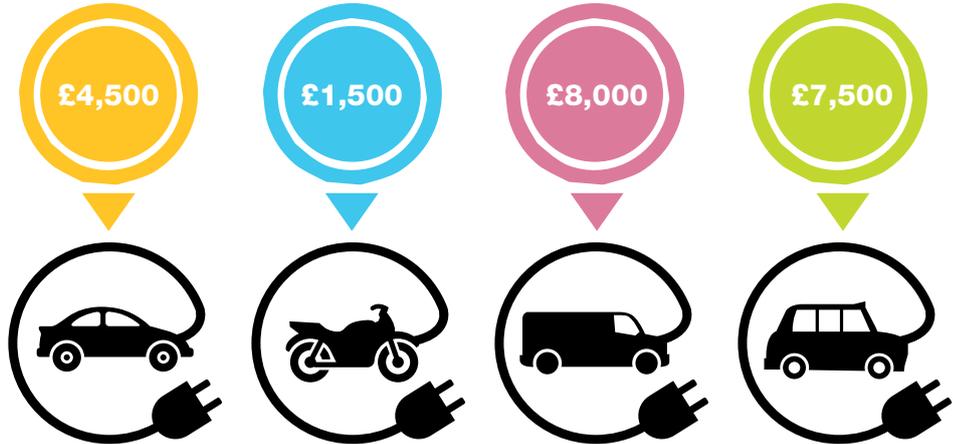
[www.gov.uk/government/publications/ultra-low-emission-vehicles-tax-implications](http://www.gov.uk/government/publications/ultra-low-emission-vehicles-tax-implications)

- There is a range of tax incentives for business users.

To find out more about tax incentives, please go to:

[www.carfueldata.direct.gov.uk](http://www.carfueldata.direct.gov.uk)

## GOVERNMENT GRANTS AVAILABLE



### The Workplace Charging Scheme (WCS)

The Workplace Charging Scheme (WCS) is a voucher-based scheme that provides support towards the up-front costs of the purchase and installation of electric vehicle charge-points, for eligible businesses, charities and public sector organisations.

You can find out more about the WCS here:

[www.gov.uk/government/collections/government-grants-for-low-emission-vehicles#workplace-charging-scheme](http://www.gov.uk/government/collections/government-grants-for-low-emission-vehicles#workplace-charging-scheme)

## Useful Websites

Find out more about ZEC vehicles and get help to choose the right vehicle for you at:

**[www.goultralow.com](http://www.goultralow.com)**

To find charging points in Havering, across London and the UK, visit the Zap-Map website or download the app.

**[www.zap-map.com](http://www.zap-map.com)**

LoCITY is an industry-led programme that provides information to help the freight and fleet sector reduce emissions and switch to ZEC vehicles.

**[www.locity.org.uk](http://www.locity.org.uk)**



# Benefits of Cycling for Your Business



Encouraging your employees to cycle can **deliver significant benefits** to your business and community.



## Here are some of the benefits of cycling:

### • Happiness

Cycling to work makes you happier. Rather than sitting in traffic, or navigating rat-runs, cycling is an excellent stress buster.

Cycling has a positive effect on emotional health, enhancing levels of wellbeing, self-confidence and tolerance to stress. Exercise such as cycling before work can raise an employee's productivity by 15%.

### • Community

Cycling allows people to get to know their area better, to experience it in a more intimate personal way and to interact more with others as opposed to driving a car.

### • Brain power

Cycling sharpens senses, decision-making skills and prevents cognitive decline.

## Cycling Grants for your business

The Council offers small grants **up to £3000** to local businesses that have robust ideas to improve and increase the numbers cycling to and from their site. If you would like more information or an application form please contact [martin.day@haverling.gov.uk](mailto:martin.day@haverling.gov.uk)



- **Attendance**

Studies consistently show that cyclists live two years longer than non-cyclists and take 15% fewer days off work.

- **Money**

Cycling is cheaper than driving, taking the train or bus or paying parking fees. If your employees cycle to business meetings, you could save on fares and petrol expenses.

- **Fun**

Cyclists enjoy their work commute and look forward to their journey to work.

- **Fitness**

Biking to work is good for you, physically and for mental wellbeing too.

MORE CYCLISTS  
MAKE FOR  
**SAFER  
ROADS**



## Summary

Cycling is great for you, your business, your staff, your neighbourhood, and the environment. With more employees cycling you can substantially reduce your organisation's carbon emissions, help reduce congestion, and improve the air quality in your area.

More cyclists make for safer roads so you as a business can directly increase road safety by having more cyclists in your team.

For further information and guidance on how cycling can benefit your business please contact:  
**[martin.day@haverling.gov.uk](mailto:martin.day@haverling.gov.uk)**

## Cycle to Work scheme

The popular salary-sacrifice scheme offers employees tax and National Insurance (NI) savings of up to 47% on the cost of a new bike and/or accessories valued between £100-£1,000, as well as NI savings for employers.

For further information please visit:

**[www.gov.uk/government/publications/cycle-to-work-scheme-implementation-guidance](http://www.gov.uk/government/publications/cycle-to-work-scheme-implementation-guidance)**

## FREE Cycle Training Offers from the Council

The Council embraces cycle training and provides a range of **free** training services for its businesses. **Cycle Confident** deliver the training on behalf of the Council.

At Cycle Confident they welcome all ages and all abilities from complete beginners to confident riders. Wherever you want to go, they can help you get there!

**You can train individually or in your team, here are some of the activities on offer:**

- **One to one cycle skills** - Whether you're a first time rider or a regular cyclist looking to improve your skills, your instructor will tailor the session to suit your individual abilities and goals.
- **Commute to work skills training** – Want to commute into work but don't feel you have the skills to safely cycle on the road? Cycle Confident National Standard Instructors will be on hand to answer your questions and help plan and practice your route.
- **On-site bike maintenance/repair training** – Learn how to take care of your bike from the basic check before a journey to more advanced skills.
- **Lunch led bike rides and Led away cycle days** – Enjoy the great outdoors or explore your local area and its history.

## CYCLISTS **TAKE 15% FEWER DAYS OFF WORK**



\*

**COMPARED  
TO NON-  
CYCLISTS**

- **Dr Bike** – An experienced mechanic will ensure your bike is in good order. They'll make minor adjustments there and then and advise you on any more complex fixes you may need.

- **Safe Urban Driving** – Courses for all professional, LGV and PCV drivers – through Transport for London.

All cycle training follows the national standards which includes Level 1 (practising skills in an off-road environment to develop control), Level 2 (on minor, quiet roads) and Level 3 (complex road situations), all trainers are DBS cleared.

**If you don't have a bike, Cycle Confident will lend you one for your session free of charge.**

The Council also offers BikeWise during holiday periods, a programme of fun cycle training activities for individuals, children and families, taking place at four cycle hubs within the borough: Ingrebourne Valley, myplace in Harold Hill, Rainham Village Primary school and Thames Chase Forest Trust in Upminster.

EXERCISE SUCH AS



**CYCLING**  
BEFORE WORK  
CAN RAISE AN  
EMPLOYEE'S  
PRODUCTIVITY  
BY 15%

### For Further Information

Email:

[contact@cycleconfident.com](mailto:contact@cycleconfident.com)

Call:

**0203 031 6730**

Unit LH.LG.04, Lincoln House  
1-3 Brixton Road London SW9 6DE

[www.cycleconfident.com](http://www.cycleconfident.com)

Cycle Confident offers free cycle training for everyone working, living or studying in Havering. They have trained over 150,000 adults and children and are London's largest provider of Cycle Skills Training Lessons providing services for 16 London Boroughs.



### For Local Cycling Related Queries

Email:

[martin.day@haverling.gov.uk](mailto:martin.day@haverling.gov.uk)

# Benefits of Walking for Your Business



## The Health Benefits of Walking

### At any pace

- mental health benefits
- helps to prevent diabetes
- increases 'good' cholesterol
- helps to reduce weight
- benefits immune system / reduces bowel cancer
- reduces risk factors for falls in the elderly
- improves muscle strength



### At a 'brisk' pace

- improves functioning of heart and lungs
- reduces blood pressure

## Why walking is good

- Most people can join in
- No special equipment
- Low impact
- Varied pace
- Increase pace/distance gradually
- Many physical and mental health benefits
- Not age or cost-related
- Socialising mechanism

## Walking Grants for your business

The Council offers small grants **up to £3000** to local businesses that have robust ideas to improve and increase the numbers walking to and from their site. If you would like more information or an application form please contact [martin.day@havering.gov.uk](mailto:martin.day@havering.gov.uk)



## Walking For Health Scheme

The 'Walking for Health' (WFH) is a national scheme which encourages people to exercise for the benefit of their health. Walking is suitable for people of all ages. Regular walking as part of a healthy lifestyle is beneficial for those who have suffered health problems as well as those wishing to prevent them.

In Havering WFH is run by volunteers who coordinate and administer the scheme. There are over 25 trained walk leaders who are familiar with the 19 different walk venues. Walks occur on six days of every week throughout the year, and vary from 30 minutes to 2 hours and also vary from easy to hard.

## Workplace Challenges

- Does your company want to have a healthy workforce?
- Ever thought of led walks at lunch times, treasure hunts, step challenges?
- Need advice on how to incorporate walking challenges into your workplace?

FOR MORE INFORMATION ON  
ANY WALKING INITIATIVES IN  
HAVERING PLEASE CONTACT:

[darrell.braiden@havering.gov.uk](mailto:darrell.braiden@havering.gov.uk)

## Useful websites

- Track your walking workouts with this free mobile app  
[www.mapmywalk.com/app/](http://www.mapmywalk.com/app/)
- Directory of Havering Parks  
[www.havering.gov.uk/directory/8/parks](http://www.havering.gov.uk/directory/8/parks)
- Walking with Health Conditions -  
[www.walkingforhealth.org.uk/get-walking/walking-health-conditions](http://www.walkingforhealth.org.uk/get-walking/walking-health-conditions)
- Evidence of how walking improves health  
[www.walkingforhealth.org.uk/healthcare-professionals/about-walking-for-health/walking-works](http://www.walkingforhealth.org.uk/healthcare-professionals/about-walking-for-health/walking-works)