

# Getting on the bike

## Tips for encouraging bike use



Now you have a bike policy, management approval, purchased a bike and equipment what's next? Making staff aware the bike exists and is available for them to use. Start by making using the bike as easy as possible; at least as easy as using a work car or taxi.

### Launch the bike fleet

Having a launch is a great way for staff to find out about the bike fleet. It allows management to get some credit for approving the fleet policy and demonstrates the organisation's commitment to cycling and staff. It's also a great way to provide all the information needed to book and use the bike.

### Help staff plan safe cycling routes

Provide bike route information for regular short work trips, and advice to staff on how to plan their own safe routes. The [Cycle Instead Journey Planner](#), which draws on Adelaide's network of on and off road bike lanes and paths, is a useful tool to plan a way to get to your destination by bike. You could also consider producing a local area map with bike paths and lanes marked on it.

### Make it visible

Locate the bike somewhere people will see it. If this is difficult include a sign or banner directing staff to where the bike is located. Integrate the booking process into existing fleet vehicle systems such as Outlook or at reception. Promote the bike with a flier placed adjacent to vehicle booking.

### Fund staff attendance of cycle safe training

Offer cycle safety training to overcome staff safety and confidence concerns on an individual basis as required.

### Provide additional accessories for equipment

It's important to provide panniers and carry racks to allow staff to carry equipment. Other required accessories include mudguards to protect clothing, spare tubes and pump for flats on the go and safety equipment. Refer to pre ride checklist ([LINK](#))

### Celebrate success

Promote the success of the bike fleet in staff newsletters, publications or websites. Provide a case study of a regular work bike user with a picture and what trips they make.

#### Further information

Visit <http://www.dpti.sa.gov.au/communityprograms>  
Email [dpti.TravelSmartSA@sa.gov.au](mailto:dpti.TravelSmartSA@sa.gov.au)



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