

SAFELY REOPENING GREATER MANCHESTER EMPLOYERS' FACTSHEET

3 July 2020



TfGM continues to work with Greater Manchester businesses, transport operators, local councils and others to make travelling to and from work safe – especially as the leisure and hospitality sectors begin to open their doors again from this weekend (4 July).

With thousands more businesses reopening across the city region, employers in the leisure and hospitality industry should think about how their employees are going to travel. As public transport capacity remains limited and services are still running to reduced hours and frequency, this is particularly important for how staff get home later in the evening.

Safe travel is essential to protect the health of everyone in Greater Manchester, and all businesses can play a part, from staggering the start times of shifts and not having employees travelling at peak times if possible, to increasing the number of employees who walk or cycle and enabling people to work from home if they can.

With the latest relaxation of coronavirus lockdown measures including a reduction in the two-metre social distancing rule to one-metre plus with precautions, it's even more important to plan ahead when travelling.

This factsheet is designed to help Greater Manchester businesses understand how to support staff and visitors to travel safely to and from their premises. For the latest government advice, visit the [government's safer travel guidance webpages](#). We've also included below some specific advice for employers and staff working in the hospitality and leisure sector.

Hospitality and leisure businesses have different operating hours to many other types of business.

Here is the latest advice for employers working in this sector:

1. Ask your employees to consider all other transport options before using public transport.
2. Many workers in the leisure and hospitality sector live relatively close to their place of work – please encourage your employees to walk or cycle if they can. We have lots of advice on our [cycling and walking coronavirus webpages](#).
3. As the night-time economy reopens, it's important to note that some transport services and operating hours have been reduced. Please make sure your staff can get home safely. Encourage them to plan ahead and check their transport is running. Check the [TfGM coronavirus travel information pages](#) for further information.
4. Ask staff if they can use taxis or private hire vehicles as an alternative at night. Check [our taxis and private hire coronavirus page](#) for more information on the safety measures operators and drivers are putting in place.
5. If your employees have to use public transport they must:
 - wear a face covering, unless they are **exempt**
 - keep their distance from others
 - clean their hands frequently
 - use contactless payment if possible
 - check whether their service is running, especially in the evening.

For all other businesses, which may operate on more '9-to-5' type basis, or may be able to be more flexible in terms of home working, the following additional advice should be followed:

1. Promote and encourage working from home where possible.
2. Stagger shift times where possible so staff can travel at less busy times of the day.
3. Encourage employees to walk or cycle to work – particularly for shorter journeys.
4. Ask staff using public transport to plan their journeys in advance and check that their transport is running.

Working differently

A range of further information and advice for all businesses to help you work differently can be found below:

- [Safely Reopening Greater Manchester](#) gives useful support and advice for employers to help staff commute and work safely.
- TfGM's [Working Differently campaign](#) was created to help businesses implement flexible working practices.
- The Growth Company has created [a guide to support remote working](#).

- [Acas](#) has advice for businesses on flexible working.
- GM Moving has [tips](#) for employees on health and wellbeing while working from home.
- Our [coronavirus travel options webpage](#) can help you and employees choose the best way and best times to travel in your area, including:
 - Manchester city centre
 - The Trafford Centre
 - Bolton, Bury, Oldham, Wigan, Stockport, Ashton-under-Lyne and Altrincham town centres.

TfGM is continuing to support businesses and their employees to travel safely and sustainably. If you'd like further information about how we can help, visit [our Travel choices for business webpages](#).

See [togethergm.org](#) for more information on how to help keep you and your employees safe.



SAFELY REOPENING GREATER MANCHESTER

#SafeGM

