

Cambrian Cottages business travel policy

Business travel methods and frequent destinations

Cambrian Cottages is located in a rural district. Typical business trips are undertaken weekly to Carmarthen to collect guest consumables, a c. 25 mile round trip. Due to the infrequency of bus services in our location and the need to collect bulk supplies, all trips currently are undertaken by car. Other more occasional trips include meetings to visit potential supply chain partners at their premises, other one off trips further afield or for in person training.

Avoiding travel

Where possible all meetings and training will be arranged to take place online using 'Teams' or similar, in place of on-site meetings. This will help to reduce travel costs and lower stress, allowing more time to focus on work, and less time on travelling.

Plan and coordinate off site meeting locations

Sometimes, off site meetings are unavoidable, and where this is the case, we will identify the most efficient travel method and route. If more than one meeting is scheduled for the day, we will attempt to schedule them back to back and at the same location or a short distance away from each other.

Reduce the number of plane trips and encourage public transportation

Due to the nature of our business, we do not need to undertake any travel by air. On business trips that are within driving distance, we encourage car sharing if more than one of us is travelling. In some circumstances, we may rent a hybrid or electric vehicle for use on the trip, rather than use our own vehicles. If viable, we encourage the use of trains and buses, which result in three to seven times less emissions.

Support Green Companies

When we need to travel further away, we will prioritise the use of restaurants, hotels, and shops that utilise "green" practices when we have an option. For example, staying with other accommodation providers that are accredited under the Green Tourism Business scheme or similar, and supporting the local economy by using local shops and restaurants.

Communication of travel policy changes to staff

This policy is communicated to staff and other outside interests by posting on our website.



Signed: Co-owner

Date: 15/03/2025