

Better Travel – Better Health

ENHANCING PROFITABILITY AND PRODUCTIVITY

9 NOVEMBER 2015 – MUSEUM OF DOCKLANDS, LONDON

**EARLY BIRD
REGISTRATION
DISCOUNT**
**10% GROUP
BOOKING
DISCOUNT**



REGISTRATION: 9.30 am

COMPLETION TIME: 5.00 pm

COST: £425.00 plus VAT (*includes breakfast buffet, lunch and refreshments, session materials and complimentary travel pack*).

***Early bird booking £375 + VAT *10% discount for group booking**

Key workshop objectives:

- Learn how to adapt existing travel policies for greater return on investment
- Consider how to reduce travel costs while enhancing employee wellbeing
- Incorporate best practice for travel health and employee wellbeing
- Develop better policies to safeguard employees who travel.
- Provide a mechanism to protect the firm against duty of care actions going forward
- Learn new methods to incorporate preferred suppliers more effectively
- Learn how to promote travel policy changes effectively through enhanced communication and employee engagement.

BETTER TRAVEL – BETTER HEALTH workshop will be facilitated by management consultants and travel health specialists, including Richard Parker, Professor Jason Ellis, Dr Carol Sadler, Julie Dennis, Ruth Cohen and Kathy Lewis.



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Better travel – better health workshop is specifically designed for HR, travel and procurement managers looking to enhance their existing travel policies and procedures by focusing equally on cost, profitability, productivity and employee wellbeing.

With business travel predicted to increase 7% annually over the next five years, it is increasingly vital for companies to ensure they are getting the most out of client meetings. According to the Harvard Business Review, companies should expect a 400% to 2000% return on investment when employees travel to client meetings, particularly if the intention is to establish and maintain better strategic relationships.

Yet, travelling employees are three times more likely to suffer physical ill health, score a third lower on psychological wellbeing, have poorer work-life balance and make more health claims than their non-travelling colleagues. As a consequence, their performance suffers and so does the company's return on investment.

Existing travel policies which neglect wellbeing, can cost the company large financial losses in terms of sickness, health claims, legal action, loss of productivity and retention of valuable staff. Research by the GBTA showed a monetary loss of 9% based on reduced productivity alone.

If your company's travel policies and procedures fail to pay attention to business travellers' wellbeing, the return on investment will be poorer and the overall cost savings lower.

We can show you how to enhance your company's business travel policy and supplier choices to improve productivity through better wellbeing and engagement along with improving your company's profitability through better travel policy management and reduced costs.

This facilitated workshop is designed and facilitated by management and travel health specialists. Each facilitator will provide tools and techniques on how to enhance your existing travel policy to your employees' and organisation's advantage.

All our workshop facilitators are registered/chartered health or management professionals who travel regularly. Each consultant's advice is underpinned by their professional registration, based on scientific evidence, and in line with government advice. Furthermore, they have prudently tried and tested travel providers, products and company business routes to provide bespoke information and advice.



PROGRAMME

- 9.30 Registration and refreshments
- 10.00 Welcome and introduction
- 10.15 Travel policies which enhance profitability and productivity
- 11.00 Increasing retention and productivity of valuable employees who travel long haul.
- 12.00 Supporting corporate vitality. Exploring how to get a better deal from suppliers.
- 12.30 Lunch
- 1.30 Lifestyle choices – catering for travelling employees wellbeing
- 2.15 Reducing strain and injury to reduce long-term costs
- 3.00 Afternoon tea break
- 3.15 Increasing productivity by incorporating a fit for travel approach.
- 4.00 Communicating policy changes and engaging staff
- 4.45 Summarising the changes needed to make existing policies more effective and efficient.
- 5.00 Finish

VISIT OUR WEBSITE

www.extravitality.co/bettertravelbetterhealth

or telephone 020 8 536 4100

or email amy.collins@extravitality.co



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OUR WORKSHOP FACILITATORS ARE

Richard Parker, FCA is a qualified Chartered Accountant, former Finance Director of Vocalink (BACS), Head of Finance at NatWest and Principle Management Consultant at IBM. Richard specialises in change programmes in financial services, with specific expertise in cost reduction programmes, procurement, risk and audit functions. He will be facilitating all travel costs and profitability tools.

Dr Carol Sadler, PhD, R.Nutr., is a Registered Consultant Nutritionist with the Association for Nutrition. Inbetween travelling long and short haul to find the healthiest options, she counsels in diet and lifestyle at the Surrey Cardiovascular Clinic with clients referred by the clinic's cardiologists. Carol has also worked in private practice in Middle East and was a regular guest speaker on radio. She has written for a number of international publications and also now writes for HASTE academy, a heart health charity and provides talks on diet and lifestyle.

Professor Jason Ellis PhD; C.Psychol; EBSM
Jason is a practicing Health Psychologist (HCPC), Chartered Health Psychologist (BPS) and Somnologist: He is the Director of the Northumbria Centre for Sleep Research and holds several posts as Professor at Northumbria University, University of Pennsylvania and Newcastle University. He travels regularly between them and understands first-hand the challenges of travelling for work.

He splits his time between his research interests: the pathophysiology of sleep disorders (Insomnia, Restless Legs Syndrome, and Circadian Rhythm Disorders) and his applied work on Cognitive Behavioural Therapy for Insomnia.

He works within the National Health Service and currently serves on the editorial board of Behavioural Sleep Medicine. His consultancy work has included; Transport for London, Cussons Pearl, UCB Pharma, Slumberdown, and the BBC. He will be facilitating the session on the effects of long haul travel.

Kathy Lewis, BCAPSc, MSc, MBA, R.Nutr., MCIM, has been a Management Consultant for over 20 years, specialising in internal communications and employee engagement. She is also a Consultant Nutritionist (with a Bachelors degree in human nutrition), registered with the Association for Nutrition and a World Health Nutritionist. She travels to Europe every month, researching healthy options en route. She is also qualified to Masters level in Applied Psychology (distinction) with award winning research in stress and a Masters degree in Business Administration (Executive MBA). Her background expertise is in internal communications, employee engagement, marketing (Chartered Marketer), executive coping behaviours (maladaptive) and travel nutrition.

Julie Dennis is a fully qualified Fitness Coach specialising in weight loss and body transformation results. She is a level 4 skilled personal trainer and a qualified member of the Register of Exercise Professionals. Prior to joining Extravitality's team, she worked in a global team at Rio Tinto where she experienced first hand the challenges of travel policies and incorporating a healthy lifestyle into an international travel schedule.

Ruth Cohen
Ruth is a Chartered, Registered Physiotherapist and the Proprietor of the First Physio clinic in London. She specialises in treating muscle and ligament injuries, postural problems, repetitive strain injuries, advises on ergonomics and provides work station assessments. Ruth has over 25 years' experience in private practice, having initially worked in the NHS. Ruth will be facilitating the session on reducing strain and injury.

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REGISTRATION FORM

How to book

Book online at

www.extravitality.co/bettertravelbetterhealth

Fax the registration form to

0208 536 4100

Email this registration form to

Amy.collins@extravitality.co.uk

Please complete the following as you would like them to appear on your registration records

REGISTRATION

Date of attendance

Please indicate which workshop date you would like to attend

9 November 2015, Musum of Docklands, London

Number of attendees

Your details

Title: Dr Mr Mrs Ms Miss (please circle)

First Name:

Surname:

Job Title:

Department:

Company/Organisation/Institute:

Address:

Postcode:

Country:

Contact daytime number:

Mobile number:

Fax:

Email:

Please write clearly as the confirmation will be sent by email.

If you prefer confirmation by post please tick this box

Please also ensure you complete your full postal address for our records

Special requirements

Are you vegetarian? Yes No

Do you have any other special medical dietary needs? Yes No

If yes please specify

Do you have any other special requirements? (e.g. accessibility)

Yes No

If yes please specify

This form needs to be signed by the delegate or an authorised person before we can accept the booking (by signing this form you are accepting the terms and conditions below)

Name:

Signature:

Date:

PAYMENT

Standard rate £425 + VAT (£510) (within 8 weeks prior to the event)

Early bird discount £375 + VAT (£450) (at least 8 weeks in advance)*

Group discount 10% (minimum of two places must be booked) **

The workshop fees includes registration for the full day session, session materials, breakfast buffet, lunch, refreshments, complimentary travel pack.

We regret that we cannot hold places provisionally for this event. Places are only confirmed when payment has been received.

On Line – Registration and online payment is available at extravitality.co/Bettertravelbetterhealth/

Payment can be made by either credit card or Pay Pal

Paid by credit card online

Paid by Pay Pal

By BACS or Electronic Transfer

For payments in £'s Sort Code: 60-13-12 Account No 64231593

Please send your BACS remittance form with your completed registration form as proof of payment. Your BACS reference:

By invoice – Please send an invoice to

Name:

Organisation:

Address:

Postcode:

Purchase order Number: (if applicable)

Please note if you are requesting an invoice, many organisations now require a Purchase Order Number to be provided. If you do not provide this number this may slow down the processing of this delegate place

By Post – By Cheque

A cheque for is enclosed

Please make cheques payable to **Lynk Management Consultants** and post to Amy Collins, Administrator, Lynk Management Consultants, 83 Woodford Road, London E18 2EA

By Credit Card – all sections must be completed

Please debit my Visa/Mastercard/Switch

Cardholders name:

Card No: _____

Valid from Expiry date Issue No: (switch only)

You will be contacted during the processing of your booking to confirm the payment card security code (this is the last three digits of the number printed on the back of your card)

Signature:

Card billing address:

Venues

Museum of Docklands, West India Quay, Canary Wharf, London E14 4AL

Discounts

* Early Bird discount

Register on to one of the above course dates, 8 weeks in advance and you will be entitled to receive a £50 discount.

Promotional code **EBD10**

** Group bookings

A discount of 10% is available to bookings when more than one delegate from the same organisation, is booked at the same time, for the same event date. Promotional code **GB10**

Confirmation of booking

All bookings will be confirmed by email (or by post if you prefer), and nearer to the conference you will receive delegate information, including directions and what to bring with you to the venue. Please contact us if you have not received confirmation within 14 days after submitting your booking.

Booking terms and conditions

Cancellations

A cancellation should be made in writing. Cancellations received at least four weeks (28 days) before the start of the workshop will be refunded, minus a 25% administration fee. No refunds can be processed after this date.

Any cancellation within 4 weeks prior to the chosen workshop date or non-attendance at the event carries a 100% cancellation fee. Extravitality cannot refund delegates who fail to attend the conference due to reasons outside their control, if the conference takes place as planned.

Places can be substituted with prior knowledge and agreement with Extravitality.

It may be necessary for reasons beyond the control of the organisers to alter the content and timing of the programme or the occasional identity of the speakers.

Extravitality will not be held responsible for any reason outside their control should the conference not be able to commence or be curtailed early.

Extravitality will not be responsible for any loss or damage of personal items of the delegates or injury caused to a conference delegate or exhibitor at Museum of London or Museum of

Docklands, or any other venue used in connection with this event. Participants are advised to organise their own personal travel, accommodation and health insurance.

Extravitality takes no responsibility for non-refundable travel/accommodation in the case of a changed programme or cancelled event.

Data Protection

Your personal details will be held on our database where it will remain confidential. We do not give personal information to third parties.

We would like to keep you informed about services, events, publications, and new initiatives. It may also be important for us to find out your views on a range of travel issues for future travel enhancements.

Please tick this box, if you do not wish us to contact you after this workshop.

We do not store credit card details nor do we share customer details with any third parties.

For more information contact extravitality on **020 8 536 4100** or email amy.collins@extravitality.co

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Extravitality is a specialist travel health initiative run by Lynk Management Consultants Limited.

Lynk Management Consultants Limited is a registered company, Company Number: 4205725

Registered Office address is: 105 Hoe Street, Walthamstow, London E17 4SA

VAT Number: 774 3665 95

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INTERNATIONAL FORUM for HEALTH PROMOTION AND EDUCATION