



## Way to Uni Resource Kit

# Instructions for Completing the Questionnaire



This questionnaire has been sent to one university representative and one student representative at each university in Queensland. We have endeavoured to identify the best individuals to champion the questionnaire at each university. **Please let us know if you do not think you are the appropriate person.**

While you may not personally be aware of your university's progress on every practice, and at every campus, someone at your university certainly is. We hope it will not be too difficult for you to locate the appropriate individuals to assist you in completing the questionnaire. We may be able to assist you in this process.

You may also wish to work with, or even to initiate, a university committee focusing on sustainable transport, environmental management, campus planning or occupational health and safety (see Practice 1.5 on the questionnaire). This is also a great way to increase awareness among staff and students of the Smogbusters Way to Uni and the Good Transport Practices.

In addition to the hard copy enclosed, I have emailed the questionnaire to you. Please let me know if you have any difficulty accessing the Word 97 attachment. The electronic copy will also enable you to more easily distribute the questionnaire to other staff members.

**Please complete the questionnaire electronically if possible.** Simply type an "X" or any other symbol in the relevant column.

- "Yes" means the practice is already in place on every campus.
- "No" means the practice is NOT in place on any campus.
- "Partially Completed" means the practice is in place on one or more campuses but not all campuses, or is in the process of being achieved on all campuses.
- "Case Study or Photo" means you intend to submit a case study and/or a photograph to highlight your university's implementation of the practice.

### *Case Studies and Photographs*

Your university can draw positive attention to successful innovations or future plans by submitting case studies and/or photographs for use in the Way to Uni Resource Kit. If you intend to submit a case study or photograph for any practices, please mark the "Case Study or Photo" box and either type the case studies on the pages after the questionnaire, or **please submit them in an email**, or note under "Comments/Details" that you will forward the materials later.

Please use minimal text formatting in your case studies. Photos should be small JPEG files (no larger than 100 KB). **Please send photos as separate files** (i.e. NOT embedded within a Word document).

### *Comments/Details*

If you do not wish to submit a case study but would like to provide further clarification of how the practice has been or is being implemented, please use the "Comments/Details" section for each practice. It would be especially helpful if you can provide links to relevant web pages providing further details of existing programs, projects or services.

### *Submitting the Completed Questionnaire, and Getting Help*

If at all possible, **please complete the questionnaire before Friday, 14 December 2001.** When complete, please email the questionnaire, case studies and photos to me: [smog@qccqld.org.au](mailto:smog@qccqld.org.au). Please also feel free to email, or to ring (07) 3221 0188, if you need any clarification or assistance in completing the questionnaire.

### *Thank you for your assistance!*

We hope the Smogbusters Way to Uni Resource Kit will prove helpful to your university, and we thank you in advance for assisting in its creation.

Eric Manners  
Smogbusters Project Officer

# The “Smogbusters Way to Uni” Good Transport Practices Questionnaire

<i>Has your university successfully implemented the following Good Transport Practices for Promoting Sustainable Transport?</i>	Yes	No	Partially Completed	Case Study or Photo
<b>1. Management / Administration</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
1.1 University has signed the Universities of Australia Ecologically Sustainable Development Charter ( <a href="http://www.unistudent.com/uploads/nus/campaign/susuni_ESDC.pdf">www.unistudent.com/uploads/nus/campaign/susuni_ESDC.pdf</a> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
1.2 University has signed the United Nations Talloires Declaration ( <a href="http://www.ulsf.org/pdf/TD.pdf">www.ulsf.org/pdf/TD.pdf</a> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
1.3 University employs a full-time Transport Coordinator to promote alternative modes of transport (public transport, cycling, walking and car-pooling)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
1.4 Student Union employs a Transport Officer to promote alternative modes of transport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
1.5 University’s environmental management system (EMS) and plan include transport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
1.6 Committee established to oversee campus transport planning (or a sub-committee of an environmental management or occupational health and safety committee)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
1.7 Partnerships formed with relevant public transport provider/s	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
1.8 Partnerships formed with relevant local and state governments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
<b>2. Green Transport Plan</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
2.1 As part of university’s EMS, Green Transport Plan (GTP) produced and adopted by the university including an action plan for reducing university-related motor vehicle use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
2.2 Students and staff involved in the production and implementation of the GTP as volunteers and/or as part of coursework/employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
2.3 Travel survey undertaken including GIS analysis of transport to/from the university	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
2.4 Assessment of university’s transport related social, environmental and economic impacts, and targets for improvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
2.5 Economic analysis of how much money the university could save by implementing various GTP actions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
2.6 Green Transport Access Guide produced showing how to reach the uni without a car	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				
2.7 Green Transport Access Guide distributed as a leaflet to all students and staff at the beginning of each year along with parking information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Comments/Details:</b>				

<i>Has your university successfully implemented the following Good Transport Practices for Promoting Sustainable Transport?</i>	<i>Yes</i>	<i>No</i>	<i>Partially Completed</i>	<i>Case Study or Photo</i>
2.8 Green Transport Access Guide available to students and staff via university website <b>Comments/Details:</b>				
2.9 Green Transport Guide included in student/staff guides and diaries <b>Comments/Details:</b>				
2.10 Staff business cards provide green access information on reverse side <b>Comments/Details:</b>				
2.11 Timing and location of university events chosen with consideration to alternative transport access, and promotional materials contain green transport access information <b>Comments/Details:</b>				
<b>3. Vehicle Fleet Management</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
3.1 As part of GTP, a green fleet management strategy is established for the university including a fleet vehicle use reduction framework <b>Comments/Details:</b>				
3.2 Electric and non-motorised vehicles (like golf carts and bicycles) used where possible <b>Comments/Details:</b>				
3.3 Security personnel on bicycles or on foot <b>Comments/Details:</b>				
3.4 All newly purchased fleet vehicles run on LPG/CNG or cleaner fuel technology <b>Comments/Details:</b>				
3.5 Maintenance system ensures all fleet vehicles are kept optimally tuned to reduce fuel consumption and emissions <b>Comments/Details:</b>				
3.6 Salary packaging policy allows inclusion of alternatives to provision of a car <b>Comments/Details:</b>				
3.7 Salary packaging policy gives alternative benefits to staff who opt not to use allotted car-park <b>Comments/Details:</b>				
3.8 Cost of company cars for staff is paid by faculties, not by university <b>Comments/Details:</b>				
<b>4. University Land Use Planning</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
4.1 Long-term university land use plan developed to promote non-car transport modes <b>Comments/Details:</b>				
4.2 Campus centres are car-free to promote walking and cycling, with "Shared Zone" car access limited to handicapped parking, loading zones and public transport interchanges <b>Comments/Details:</b>				
4.3 All new buildings or renovations increase campus density and reduce "campus sprawl" <b>Comments/Details:</b>				
4.4 All new buildings include complete end-of-trip facilities (e.g. indoor bike parking, showers, lockers and towel rails) <b>Comments/Details:</b>				
4.5 All existing buildings include complete end-of-trip facilities <b>Comments/Details:</b>				
4.6 All key access corridors designed to cater for both pedestrians and cyclists <b>Comments/Details:</b>				

<i>Has your university successfully implemented the following Good Transport Practices for Promoting Sustainable Transport?</i>	<i>Yes</i>	<i>No</i>	<i>Partially Completed</i>	<i>Case Study or Photo</i>
4.7 Alternative transport provision integrated into uni design guidelines				
<b>Comments/Details:</b>				
4.8 Student housing is located on or near campuses				
<b>Comments/Details:</b>				
<b>5. Travel Demand Management</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
5.1 Daily parking fees set higher than an all-day, all modes public transport ticket				
<b>Comments/Details:</b>				
5.2 Total provision of car parks limited as a percentage of students and staff				
<b>Comments/Details:</b>				
5.3 Individualised marketing of alternative modes to staff/students (possibly using “before and after” travel surveys)				
<b>Comments/Details:</b>				
5.4 Transport information noticeboards are located in highly visible locations throughout campuses, and content is updated at least monthly				
<b>Comments/Details:</b>				
5.5 Posters and other advertising used to promote alternative modes				
<b>Comments/Details:</b>				
5.6 Staff are encouraged to, and are provided the means to, work from home when possible				
<b>Comments/Details:</b>				
<b>6. Security and Safety</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
6.1 40 km/hr speed limit or lower on all campuses				
<b>Comments/Details:</b>				
6.2 10 km/hr “Shared Zones” where applicable				
<b>Comments/Details:</b>				
6.3 Posted speed limits are enforced				
<b>Comments/Details:</b>				
6.4 After-dark shuttle/security bus provided to offer lifts to and from nearby suburbs and public transport stations/interchanges				
<b>Comments/Details:</b>				
6.5 All pedestrian and cycle paths well-lit, and designed using “Crime Prevention Through Environmental Design” (CPTED) principles				
<b>Comments/Details:</b>				
<b>7. Public Transport</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
7.1 15-minute weekday off-peak frequency for key public transport routes				
<b>Comments/Details:</b>				
7.2 30-minute evening and weekend frequency for key public transport routes				
<b>Comments/Details:</b>				
7.3 Free inter-campus shuttle provided (if more than one campus)				
<b>Comments/Details:</b>				
7.4 Free shuttle provided to nearest railway station or major interchange				
<b>Comments/Details:</b>				
7.5 Cross-town as well as radial routes available				
<b>Comments/Details:</b>				

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7.6 All public transport and shuttle services timed to minimise waiting at transfer points <b>Comments/Details:</b>				
7.7 All public transport services wheelchair accessible <b>Comments/Details:</b>				
7.8 Public transport timetables and information available at key locations on each campus <b>Comments/Details:</b>				
7.9 Covered, well-lit, secure and conveniently located transit interchange on each campus <b>Comments/Details:</b>				
7.10 Free or discounted public transport for students and staff <b>Comments/Details:</b>				
7.11 Discounted semesterly and yearly passes available for students and staff to purchase <b>Comments/Details:</b>				
7.12 Staff can opt for a payroll deduction to pay for long-term public transport passes <b>Comments/Details:</b>				
7.13 University has negotiated discounts for public transport pass/ticket holders at on-campus and nearby shops <b>Comments/Details:</b>				
<b>8. Cycling</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
8.1 Full audit of cycling access and safety to and through campuses has been performed <b>Comments/Details:</b>				
8.2 Strategy in place to reduce bicycle theft on campuses <b>Comments/Details:</b>				
8.3 Cycle routes provided through each campus <b>Comments/Details:</b>				
8.4 Cycle routes through campuses connect to city's network and key off-campus destinations <b>Comments/Details:</b>				
8.5 Covered, well-lit, secure bicycle parking provided at every building or building cluster <b>Comments/Details:</b>				
8.6 Secure indoor bicycle parking and/or bike lockers made available on each campus <b>Comments/Details:</b>				
8.7 Cycle map of each campus and vicinity produced showing cycle routes, bicycle parking, and end-of-trip facilities (see Practice 4.4) <b>Comments/Details:</b>				
8.8 Bicycle user group, club or representative committee formed to provide uni with advice <b>Comments/Details:</b>				
8.9 Bike shop or bike maintenance services/tools available on each campus <b>Comments/Details:</b>				
<b>9. Walking / Wheeling</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
9.1 Full audit of pedestrian access and safety to and through campuses performed <b>Comments/Details:</b>				
9.2 Full audit of wheelchair access and safety to and through campuses performed <b>Comments/Details:</b>				

<i>Has your university successfully implemented the following Good Transport Practices for Promoting Sustainable Transport?</i>	<i>Yes</i>	<i>No</i>	<i>Partially Completed</i>	<i>Case Study or Photo</i>
9.3 Pedestrian (zebra) crossings at all high-demand crossing points on and near campuses <b>Comments/Details:</b>				
9.4 All pedestrian crossings are raised (like speed humps) <b>Comments/Details:</b>				
9.5 Safe walking routes connect on-campus residents to campus centre and public transport <b>Comments/Details:</b>				
9.6 Long-term strategy being implemented to provide optimal wheelchair accessibility <b>Comments/Details:</b>				
<b>10. Car-Pooling / Ride Share</b>	<b>Yes</b>	<b>No</b>	<b>Part</b>	<b>Case</b>
10.1 University-administered car-pooling scheme established <b>Comments/Details:</b>				
10.2 Web page provides car-pooling info and registration <b>Comments/Details:</b>				
10.3 Targets for continuously improving performance of the scheme <b>Comments/Details:</b>				
10.4 Most convenient car parks on each campus are reserved for car-poolers <b>Comments/Details:</b>				
10.5 "Hitching Post" where travellers can get a lift or passengers (plus security measures) <b>Comments/Details:</b>				

**Relevant personnel at your university:** If you would like other universities to be able to contact your university to share ideas and to learn from your successes, please list the relevant individuals (including yourself) below.

Name	Title	Section/Dept	Campus	Phone	Fax	Email	Which topic areas? (1-10)

**Case Studies:** You may use the following pages to provide any case studies of your university's successes in promoting sustainable transport. Alternatively you can submit them by email (smog@qccqld.org.au), or note under "Comments/Details" that you will forward them later. Please use minimal text formatting in your case studies.

**Photographs:** Photos should be small JPEG files (no larger than 100 KB). Please email photos as separate files (i.e. NOT embedded within this document or any other).

**Feedback:** Please assist us in refining the Smogbusters Way to Uni project by typing any comments or suggestions below.

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**To submit your questionnaire:** If possible, please complete the questionnaire before Friday, 14 December 2001. When complete, please email the questionnaire, case studies and photos to the Smogbusters Project Officer for Queensland, Eric Manners: smog@qccqld.org.au. Please also feel free to email, or to ring (07) 3221 0188, if you need any clarification or assistance in completing the questionnaire.