

<b>Name of Policy</b>	Green Travel Policy
<b>Description of Policy</b>	This policy provides guidance for the development, implementation and management of campus-based plans to promote environmentally sustainable transport by staff and students.
<b>Policy applies to</b>	<input checked="" type="checkbox"/> University-wide <input type="checkbox"/> Specific ( <i>outline location, campus, organisational unit etc.</i> )
	<input type="checkbox"/> All Staff <input type="checkbox"/> All Students <input type="checkbox"/> Staff and Students
<b>Policy Status</b>	<input checked="" type="checkbox"/> New Policy <input type="checkbox"/> Revision of Existing Policy
<b>Description of Revision</b>	

<b>Approval Authority</b>	Vice Chancellor and President
<b>Governing Authority</b>	Campus Board
<b>Responsible Officer</b>	Director, Properties and Facilities

<b>Approval Date</b>	
<b>Effective Date</b>	
<b>Date of Last Revision</b>	
<b>Date of Next Policy Review*</b>	Three years from approval.

\* Unless otherwise indicated, this policy will still apply beyond the review date.

<b>Related Legislation, Policies, Procedures, Guidelines and Local Protocols</b>	ACU Sustainability Policy
--	---------------------------

## **Table of Contents**

- 1. Background information.....**
- 2. Policy statement.....**
- 3. Policy purpose.....**
- 4. Roles and responsibilities.....**
- 5. Policy review.....**
- 6. Further assistance.....**

## **1. Background information**

Many campuses of the Australian Catholic University (ACU) are located where car congestion is a major issue and where restricted availability of parking impacts on local amenity, on staff and student convenience, and on our neighbours. Provision of car parking facilities competes with higher-value uses of limited campus space, which may better be used to enhance the delivery of university core business and to enhance staff and student amenity.

As part of ACU's general commitment to sustainability in its operations, the University seeks to minimise adverse environmental impacts due to travel to and from our campuses.

## **2. Policy statement**

ACU will encourage staff and students to use alternatives to single-occupancy car travel to ACU campuses.

### **2.1. Campus Green Travel Committees**

Each Associate Vice Chancellor or Campus Dean will convene a Green Travel Committee to develop and implement local Green Travel Plans.

Associate Vice Chancellors or Campus Deans may delegate the task of chairing the committee to a suitably qualified campus staff member.

Membership of campus Green Travel Committees may include:

- i. Chairperson
- ii. Campus Facilities Manager or their nominee
- iii. Staff representative nominated by the local Work Health and Safety Committee
- iv. The local Campus Life Coordinator
- v. Representative from Marketing and External Relations
- vi. Two student representatives – nominated by the local student association or recruited by general expression of interest
- vii. The National Manager, Sustainability

Green Travel Committees may organise themselves and conduct business as they see fit, but must meet to conduct business face-to-face at least once per year.

Green Travel Committees will be responsible to do the following:

- i. Consider local mode-share information and propose local mode-share targets;
- ii. Develop and implement locally relevant actions that encourage behavioural change in choices of mode of transport; and
- iii. Consider reports on progress towards transport mode-share goals.

External experts may be consulted by the committee with the approval of the local Associate Vice Chancellor or Campus Dean;

Each campus Green Travel Committee will develop and implement a Green Travel Plan that aims to encourage the greatest possible use of all types of transport other than single-occupancy car travel to ACU campuses;

Campus Green Travel Committees will report to the Campus Board on activities and progress towards mode-share goals at least once per calendar year; and

Campus Green Travel Committees will review local Green Travel Plans at least once every two years, to ensure appropriate mode-share targets and effective change management strategies are adopted.

### **3. Policy purpose**

This policy aims to provide national policy guidance for the development, implementation and management of campus-based plans to promote environmentally sustainable transport by staff and students.

### **4. Roles and responsibilities**

#### **4.1 Approval Authority**

The Vice Chancellor and President is the Approval Authority for this Policy.

#### **4.2 Governing Authority**

The Campus Board is the Governing Authority for this Policy.

#### **4.3 Responsible Officer**

The Director, Properties and Facilities is the Responsible Officer for this Policy

### **5. Policy review**

This policy will be formally reviewed every three years.

The University may make changes to this policy from time to time. In this regard, any staff member or student who wishes to make any comments about this policy may forward their suggestions to the Director, Properties and Facilities.

### **6. Further assistance**

Enquiries related to this policy can be directed to the National Manager, Sustainability, the relevant Associate Vice Chancellor or Campus Dean, or to the Director, Properties and Facilities.