

# TravelSmart Workplace News



It's how you get there that counts

**May 2007**

## Planning to be TravelSmart



**Discussing travel plans**  
(left to right); Marty Sale  
(Public Transport Authority),  
Marissa Wilson (Joondalup),  
Jillian Woolmer (Gosnells) &  
Danielle Berry (Mandurah).

**Nine employers are preparing travel plans (also called green transport plans) for their workplaces to reduce car use and boost sustainable travel choices.**

"Environmental performance, employee wellbeing and car parking pressures were triggers for the latest group of employers to sign up to make their workplaces TravelSmart," said David Wake, TravelSmart Workplace (TSW) Project Officer with the Department for Planning and Infrastructure.

The number of new employers has grown since the November 2006 launch. The program now includes the Cities of Joondalup, Gosnells, Mandurah, Rockingham and Stirling, Edith Cowan University, and three State Government agencies – Landcorp, Main Roads and the Public Transport Authority.

"To meet this growing interest in the program we are taking a new approach – monthly workshops for workplace representatives where we go through the practicalities of travel planning," said Kylie Payne, TSW Coordinator with the Department of Environment and Conservation.

One of the participants, City of Gosnells TravelSmart Officer Jillian Woolmer said the workshops were making a challenging task easier.

"It has been worthwhile getting together with others in the same situation," Jillian said. "We are learning from each other's experience. I have achieved a lot more in a short time as you stay on task and endeavour to keep up with others."

The workshops cover the fundamentals of putting together a travel plan, including setting up a workplace team, scoping the plan, completing staff surveys and site audits, consulting stakeholders, identifying and developing actions and writing a plan.

Most of the employers aim to complete their travel plans by about July. Access audits and staff surveys have been undertaken in most workplaces. This provides the basis for devising TravelSmart strategies aimed at making cycling, public transport and other travel alternatives a better choice for employees.

### Steps to a Workplace Travel Plan

#### 1. Get started

Secure management support, appoint a coordinator and establish a planning team. Decide on scope of the plan.

#### 2. Survey staff

Understand how employees travel to the workplace and their interest in travel alternatives.

#### 3. Audit accessibility

Assess the barriers and opportunities for accessing the workplace, e.g. public transport services nearby.

#### 4. Identify actions

Consult with employees and management to identify actions to reduce car trips and promote alternatives.

#### 5. Draft the plan

Write up the plan including rationale and aims, actions and framework for implementing them.

#### 6. Approval and action

Put the plan to management for approval, promote it to employees and start putting it into practice.

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## ECU students and staff try carpooling

As part of its TravelSmart push, Edith Cowan University is encouraging students and staff to carpool. An online register has been launched to help them link up to share rides.

"In response to interest from staff and students and a commitment in ECU's environmental management plan, we are trialling a carpooling scheme," Edith Cowan University Environment Officer Mel Barter said.

"The scheme aims to boost carpooling by staff and students at our Bunbury, Churchlands, Joondalup and Mt Lawley campuses. It should help us reduce demand for car parking at these sites and offer people a greener and cheaper travel alternative."

Launched in March, the scheme involves an online register and ride-matching service developed by ShareMyCar.com. ECU staff and students can register for carpooling and nominate trips where they would like to carpool, e.g. between home and uni on Monday through Thursday.

The service identifies potential matches and alerts people who could carpool based on their trip origin, destination and time. They can use an online messaging system to contact the other party and discuss whether and how to share rides.

"So far 396 people have registered with the ECU scheme and 21 people have started carpooling, without any incentives being offered," Mel said.

"ECU is developing a travel plan for its Joondalup and Mt Lawley campuses to help more staff and students find TravelSmart ways to get to uni. We will see how the carpool scheme goes and consider improving it through preferential car parking or other measures."

The ECU carpool scheme has been promoted through university magazine articles, website notices, posters and talks to new students. The online carpool tool and on-campus promotion has cost about \$4,500. For more information check the site:

[ecu.sharemycar.com](http://ecu.sharemycar.com)



## Subiaco offers employees travel incentive

The City of Subiaco offers its employees an allowance to encourage commuting by sustainable modes.

"Past practice was to offer City employees a permit so they could park for free in the public car park near our Rokeby Road office," Integrated Transport Coordinator Lucy Sheehy said. "Parking in the area is limited and as a council striving to be TravelSmart we need to set a good example."

"There was also an equity issue for staff – those who caught the bus or train or cycled to work received no financial benefit."

The solution was the Sustainable Travel Allowance to encourage The City's employees to use alternatives to driving to work.

"Employees were offered an allowance of \$3 a day after tax in January 2006, 41 per cent of staff at our Administration Centre took it up," Lucy said. "We have since increased the allowance to \$5/day and extended it to our Operations Centre."

"In January this year half of our staff had opted for the allowance. A third of these people changed how they travelled to work because of the allowance."

The allowance is paid as an income bonus so it is subject to income tax rather than being a fringe benefit. The City estimates that the allowance has cost \$69,600 a year plus tax but the avoided car travel kept over 85 tonnes of greenhouse gas emissions out of the atmosphere.

"The allowance has proven to be an effective incentive to change travel behaviour and can also maintain use of green modes. We have set guidelines to clarify what we expect of employees taking up the allowance and make provision for occasional car commuting when necessary," Lucy said.

## Workplaces join in Bikeweek



Several workplaces used Cycle Instead Bikeweek in March as an opportunity to promote cycle commuting, in keeping with their travel plans.

The City of Perth held a ride around Perth Water for its employees.

“Our staff bicycle ride around the river has become an annual event. This year 30 employees took part and enjoyed a barbeque afterwards,” Environment Officer Jessica Bayens said. “The City also hosted Phil Ingpen of Runner’s World who conducted a bicycle maintenance workshop, attended by more than 25 staff, and introduced a shared pump and repair kit to improve the end of trip facilities at Council House.”

Seventy people attended the Big Bicycle Breakfast at QEII Medical Centre.

“The breakfast was a buzz, a time for the growing community of cyclists from across the campus to get together,” Andrea Callaghan, QEII Medical Centre Acting TravelSmart Coordinator said.

“One woman cycled into the breakfast from Trigg. It was her first ride to work on a bike and she loved it.”

Workplace cycling activities were also held by the City of Melville, Department of Environment and Conservation’s Kensington office, Disability Service Commission’s West Perth staff and the University of WA.

The biggest commuter event in Bikeweek was the Bike to Work Breakfast. Held at Supreme Court Gardens, the breakfast attracted 2,500 cyclists in celebration of cycling and was organised by the Department for Planning and Infrastructure’s Cycling Unit.

## Transport and greenhouse facts

An average Australian household produces about six tonnes of greenhouse gas each year. A third of this is from transport, mostly driving the car to the shops, work, etc.

Cars emitted 45 million tonnes of Australia’s greenhouse gas emissions in 2003. Between 1990 and 2003, the volume of greenhouse gases from cars increased 25 per cent.

For every litre of petrol used in a motor vehicle, 2.5 kilograms of carbon dioxide (CO<sub>2</sub>), a major greenhouse gas, is released from the exhaust.

Source: Australian Greenhouse Office, see [www.greenhouse.gov.au](http://www.greenhouse.gov.au)



## SmartRider is here

You could not help but notice Perth’s new public transport ticketing system. SmartRider smart cards have replaced MultiRiders, providing a flexible way to pay for travel on Transperth bus, train and ferry services.

Employers can buy SmartRiders for business travel. By making SmartRider cards available at the reception desk or from a nominated staff member, public transport can be a convenient choice for business destinations on bus or train routes.

SmartRider cards can be registered to protect credit if lost or stolen. If you sign up for autoloan (an automatic debit arrangement), the SmartRider cards will always be ready for use.

For more information on buying and using SmartRider see the Transperth website: [www.transperth.wa.gov.au](http://www.transperth.wa.gov.au) or phone the Transperth InfoLine 13 62 13.



## Main Roads gets TravelSmart

Main Roads has appointed a TravelSmart Officer to develop a travel plan for its major workplaces and start putting it into practice.

“Main Roads will expand its contribution to balanced transport by promoting sustainable transport across its workforce,” Road User and Customer Service Manager Dennis O’Reilly said.

We look forward to bringing together current initiatives like our bicycle pools and identifying new measures

to reduce the car travel generated by Main Roads offices,” said.

Samantha Gordon has taken on the six month challenge of preparing the Main Roads travel plan with support from TravelSmart Workplace.

She is completing workplace access audits and a staff travel survey.

Internal promotion has sparked employee interest with several offering their ideas for greening commute and business travel.

# Resources & events

## TravelSmart Workplace Forums

Broaden your knowledge and network with people involved in promoting sustainable transport through workplaces at the quarterly TravelSmart Workplace Forums.

Past forums have covered workplace facilities for cyclists, promoting public transport, winning management support and thinking creatively.

To receive notice of the free forums, join the mailing list – contact David Wake on 9216 8351.

## TravelSmart Website

Visit TravelSmart on the internet for information on local programs, resources including our growing series of TravelSmart Guides and find practical advice on reducing car use.

Find the recently updated site at: [www.dpi.wa.gov.au/travelsmart](http://www.dpi.wa.gov.au/travelsmart)

## Perth TravelSmart Guide

The TravelSmart Guide for the City of Perth has been updated. Included are maps of public transport and cycle routes in central Perth.

The guide is downloadable from the TravelSmart website or phone TravelSmart on 9216 8000 for copies.

## Making Travel Plans Work

This study of 20 successful workplace travel plans in the UK highlights the ingredients for successfully curbing car journeys by employees. Included are case studies and insights into what works when it comes to encourage sustainable travel in business and government workplaces.

Key points include restraints on car parking, financial incentives to use alternatives and workplace travel coordinators. Read more at: [www.dft.gov.uk/pgp/sustainable/travelplans/work/publications/](http://www.dft.gov.uk/pgp/sustainable/travelplans/work/publications/)

## Best workplaces for commuters

For ideas on workplace action including resources on teleworking and business benefits, see [www.bwc.gov](http://www.bwc.gov). Best Workplaces for Commuters is a program for employers in the United States, sponsored by the Environment Protection Agency and Department of Transportation.

## Active travel

Active travel is about including healthy, physical activity in how you get around. Information on the health benefits of active travel and ideas on how to encourage it is available on the Sustrans website, see [www.sustrans.org.uk](http://www.sustrans.org.uk) and choose active travel.

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*It's how you get there that counts*

TravelSmart Workplace is helping Perth workplaces reduce car use and promote sustainable travel choices. The program is a partnership between the Department of Environment and Conservation and the Department for Planning and Infrastructure. Find out more at [www.dpi.wa.gov.au/travelsmart](http://www.dpi.wa.gov.au/travelsmart)

