

School Transport Plan

Pendle Hill High School

Prepared for School Infrastructure NSW c/o Taylor Construction Group

18 January 2023

201956

Revision Register

Rev	Date	Prepared by	Approved by	Remarks
0	28/10/22	E. Cowdery	-	Issued as draft
1	29/11/22	M. Babbage	-	Revised draft for comment
2	09/12/22	E. Cowdery M. Babbage	P. Yannoulatos	Updated with Travel Access Guides and authority consultation records
3	18/01/23	E. Cowdery M. Babbage	P. Yannoulatos	Updated to address TfNSW feedback

Document Control

Internal reference	201956
File path	P:\2020\2019\201956\Reports\TTW\Traffic\School Transport Plan\230118 PHHS School Transport Plan Rev 3.docx

Prepared by

TTW (NSW) PTY LTD



MICHAEL BABBAGE

Associate (Traffic)



EMMA COWDERY

Traffic Engineer

Approved by

TTW (NSW) PTY LTD



PAUL YANNOULATOS

Technical Director

Contents

Section 1	Introduction	5
Section 2	Transport Goals	6
2.1	Visions and Objectives	6
2.2	Mode Share Targets.....	6
Section 3	Policies and Procedures	7
3.1	Prioritise Multi-Modal Transport Access.....	7
3.2	Provide Multiple Remote Kiss & Ride Locations.....	7
3.3	Supervise Binalong Road Bus Bay	7
3.4	Manage Access to Car Park	7
3.5	Allocate On-Site Parking Spaces (Future Policy)	7
Section 4	School Transport Operations	8
4.1	Site Access	8
4.2	Active Transport Operations	9
4.3	Public Transport Operations	10
4.4	Delivery and Service Vehicle Operations	11
4.5	Kiss & Ride Operations	13
4.6	Car Park Operations.....	14
4.7	Special Event Operations	15
4.8	Emergency Vehicle Operations	15
Section 5	Transport Encouragement Programs.....	16
Section 6	Communications Plan.....	20
6.1	Channels.....	20
6.2	Messages	20
6.3	Travel Access Guide (TAG).....	21
Section 7	Data Collection and Monitoring	22
7.1	Data Collection	22
7.2	Program Evaluation.....	23
7.3	Documentation Updates	24
Section 8	Governance Framework.....	25
8.1	Travel Coordinator.....	25
8.2	Internal School Working Group.....	25
8.3	External Transport Working Group	25
Appendix A	Travel Access Guides	27

Appendix B Conditions of Development Consent 28

Appendix C Authority Consultation Records..... 30

 City of Parramatta Council..... 30

 Transport for NSW 31

Section 1 Introduction

A School Transport Plan (STP) is a way to sustainably manage the transport needs of staff, students, and visitors to a development. The aim of the STP is to reduce the environmental impact of travel to and from the site and to provide a clear plan of management for vehicle and pedestrian movements within and around the site.

This STP has been prepared for Pendle Hill High School (PHHS), particularly to address condition of development consent D21 associated with a State Significant Development Application (SSDA) for recent upgrade and redevelopment works. The conditions of consent dated 24 August 2021 relating to the preparation of a STP are listed in Appendix B, including how each item has been addressed in this document.

Preparation of this STP has included consultation with City of Parramatta Council ('Council') and Transport for NSW (TfNSW). On receipt of Revision 1 of this STP, Council advised that they had no comments on the document. Further updates have been issued to Council for their information. On receipt of Revision 2 of this STP, TfNSW provided a series of comments which have now been addressed in the more recent versions of this STP. Records of consultation, including responses to TfNSW comments, are attached to this document at Appendix C.

Section 2 Transport Goals

2.1 Visions and Objectives

The project-specific visions and objectives of this School Transport Plan for Pendle Hill High School (PHHS) are as follows:

- To proactively identify and meet school travel demand safely, efficiently and sustainably
- To maximise the use of active and public transport modes to reduce car traffic before and after school day start and end times
- To meet the DoE's duty of care of students which extends beyond the school boundary, if there's foreseeable risk of injury or harm to students as they travel to and from school
- To "reduce the administrative burden" on a school principal (managing kiss-and-drop behaviour, parent and community complaints, calling bus companies etc) by reducing the time and effort for schools/principals to manage transport

2.2 Mode Share Targets

The target travel mode splits and volumes for students and staff at PHHS are outlined in Table 2.1 and Table 2.2 respectively. The existing mode split results are taken from a travel mode survey distributed to students and staff in December 2020. Travel mode split targets have been developed based on the existing habits and with consideration of potential future growth areas.

Table 2.1: Existing and target mode splits for students
Values may not add exactly to the totals shown due to rounding

Travel Mode	Existing Mode Split	Existing Volume	Target Mode Split	Target Volume
Walk	27%	102	30%	396
Rideable	0%	0	5%	66
Bus	20%	76	25%	330
Train	6%	23	10%	132
Car	48%	181	30%	396
Total	100%	378	100%	1,320

Table 2.2: Existing and target mode splits for staff
Values may not add exactly to the totals shown due to rounding

Travel Mode	Existing Mode Split	Existing Volume	Target Mode Split	Target Volume
Walk	5%	2	10%	10
Rideable	0%	0	5%	5
Bus	0%	0	10%	10
Train	0%	0	10%	10
Car	95%	42	65%	66
Total	100%	44	100%	102

Section 3 Policies and Procedures

The following sections outline the main policies which PHHS will follow and implement through this STP.

3.1 Prioritise Multi-Modal Transport Access

The project provides four new raised zebra crossings (one to be delivered under a separate Federal Stimulus Funding program) on the surrounding road network which will each provide pedestrian priority over vehicle traffic

Footpath widening at the Binalong Road bus bay will improve the function and safety of the bus zone for both pedestrians and bus users.

3.2 Provide Multiple Remote Kiss & Ride Locations

To spread travel demands, kiss & ride facilities are distributed into multiple smaller zones within the surrounding road network.

Remote kiss & ride zones on Burrabogee Road, Bungaree Road and Favell Street encourage kiss & ride activity to occur away from the school boundary and further distribute traffic.

3.3 Supervise Binalong Road Bus Bay

Supervision of the bus zone by staff will promote safe behaviours and efficiency in alighting / boarding buses.

3.4 Manage Access to Car Park

The car park will be closed to the public, including any parents or carers wishing to pick up or drop off students.

3.5 Allocate On-Site Parking Spaces (Future Policy)

Staff car parking is provided for the equivalent of 55% of staff members which will encourage the remaining staff to find alternative methods of transport.

The mode share targets outlined in Table 2.2 demonstrate a target mode share for staff of 65% travelling by car, which could be accommodated with an average vehicle occupancy of approximately 1.2 staff per vehicle (i.e. some staff carpooling). Staff are to be encouraged to carpool to utilise the available parking spaces as efficiently as possible.

Section 4 School Transport Operations

4.1 Site Access

The site's formal address is **66 Binalong Road, Toongabbie, NSW 2146**. The main pedestrian entries, bus bay, and on-street loading zone are located along this frontage.

The staff car park is accessed from Cornock Avenue, which has no formal address or street number.

Figure 1 summarises the overall transport access for the site, including pedestrian and vehicle access points, the on-street bus bay, and the adjacent cycleway along Binalong Road.



Figure 1: Site transport access

4.2 Active Transport Operations

Active transport activity to and from the site will be self-managed by staff and students, with no off-site supervision. During the afternoon departure period, the main pedestrian gate to Binalong Road will be supervised by a staff member. Supervision will mainly relate to the bus bay, however this location will also cover the majority of active transport activity to and from the site.

The 2022 redevelopment project will provide three new raised zebra crossings on nearby roads (plus one recently delivered by City of Parramatta Council under a separate Federal Stimulus Funding program). These crossings will be unmonitored. Crossings near high school sites generally do not qualify for School Crossing Supervisors by Transport for NSW (TfNSW).

Additionally, bicycle racks with a capacity of 70 spaces will be placed close to the gates at Knox Street. End of trip facilities (EOTF) such as showers and change room will be available in nearby buildings.

A map of the active transport infrastructure on-site and in the local area that will be available on completion of the project can be seen in Figure 2.



Figure 2: Pedestrian infrastructure analysis

Source: TTW

4.3 Public Transport Operations

Public transport movements at Binalong Road will be supervised by a staff member in the afternoon pick-up period. There will not be supervision during the morning drop-off period.

Bus bay staff supervision duties may include the following:

- Monitoring student behaviour and discouraging unsafe conduct such as running and jaywalking
- Assisting students in locating the correct bus
- Ensuring orderly loading and unloading of students from the bus
- Assisting students in forming an orderly queue while waiting for the bus arrival
- As student and bus numbers increase, organise students into multiple queues if necessary

The staff supervisor must wear a high-visibility vest so students or bus drivers can easily locate a staff member if they need assistance. This is also important for staff safety so that they can be easily visible to drivers and other road users.

Public transport movements in other locations, including the Bungaree Road bus stops, will not be monitored by school staff at any time. However, students are encouraged to safely use the available zebra crossing rather than jaywalking or crossing at other locations.

4.4 Delivery and Service Vehicle Operations

4.4.1 Cornock Avenue

The Cornock Avenue access point is to be used for any large or bulk goods such as canteen deliveries, woodwork and metalwork deliveries, or waste collection. Access is available via the staff car park.

Access in and out of the site at this location is readily available for vehicles up to approximately 9 metres in length. The vehicle swept path for an 8.8-metre Medium Rigid Vehicle (MRV) is illustrated in Figure 3 below.

Larger vehicles may be able to access the site but will require the southern portion of the car park to be vacant, in order to manoeuvre and exit the site in a forward direction. All vehicles must enter and exit the site in a forward direction.



Figure 3: Service vehicle access for 8.8m Medium Rigid Vehicle (MRV)

Source: TTW

This access point may also be used by any vehicles travelling to the site outside the nominated Loading Zone hours at Binalong Road (see below).

4.4.2 Binalong Road

All other delivery vehicles (excluding those described above) are advised to utilise the new Loading Zone at Binalong Road.

As part of the 2022 redevelopment project, an 8-metre long portion of the existing Bus Zone (at its northernmost end) will be converted to a part-time Loading Zone between the hours of 9:30am to 2:30pm, Monday to Friday. Outside these hours, the regular Bus Zone restrictions will apply. Therefore, wherever possible, deliveries shall be scheduled to occur within these hours (or will utilise the Cornock Avenue access or other alternatives if necessary).

This Loading Zone will provide direct access to the main pedestrian access and is in close proximity to the storage areas within Building H. The location and extent of the Loading Zone is shown in Figure 4 below.

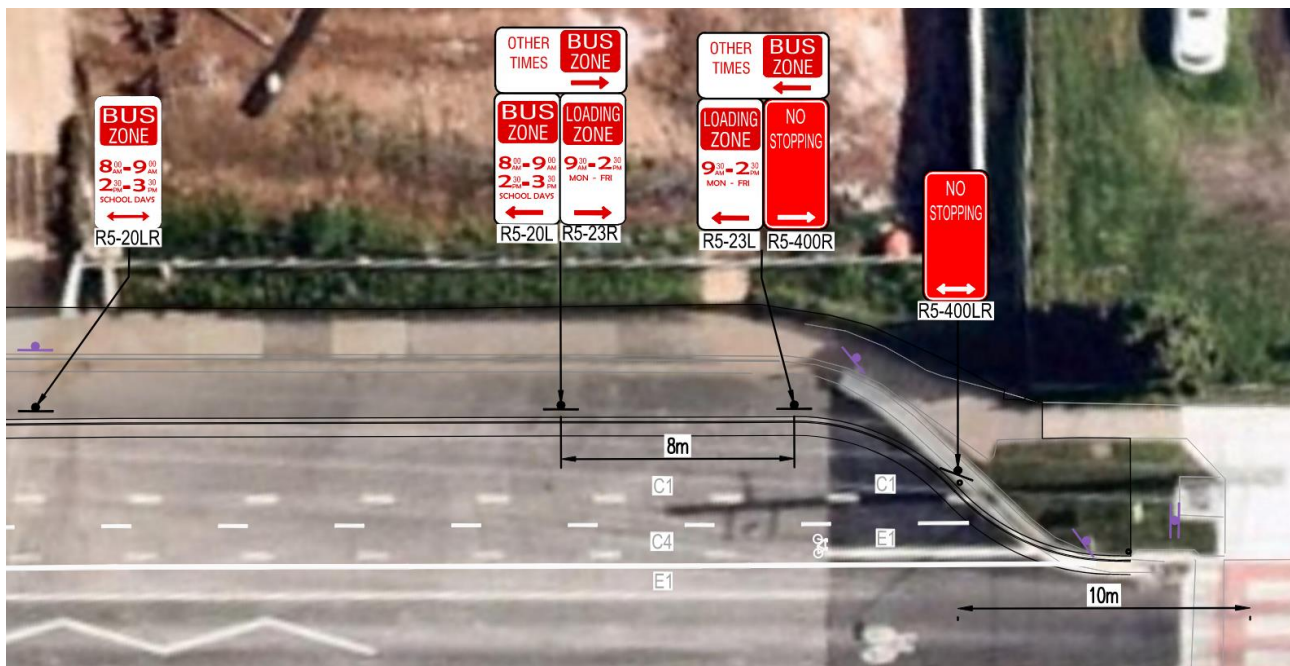


Figure 4: Loading Zone signage plan

Source: TTW

4.4.3 Delivery Scheduling

As described above, deliveries using the Binalong Road Loading Zone must occur between the hours of 9:30am and 2:30pm. Deliveries that do arrive during this time will need to access the site via Cornock Avenue, or find other on-street parking locations wherever it is legal to do so.

Wherever practical, deliveries will be scheduled with some spacing (say 15 minutes) to avoid any conflicts and allow a buffer for unexpected delays.

Other considerations for the scheduling of deliveries include:

- Personnel to be available to marshal vehicles through the staff car park for access via Cornock Avenue, particularly for any large or new vehicles
- Nominated external personnel (if available) to be logged and provided with induction information ahead of arrival if necessary
- Relevant staff in departments or classrooms adjacent to loading areas to be advised of any scheduled activities which may be noisy or disruptive to classes

To schedule a delivery, contact details for the the school principal are:

- Name:
 - Mrs Judy Sims
- Role:
 - Principal
- Phone:
 - 02 9631 9651
- Email:
 - judith.sims@det.nsw.edu.au

4.5 Kiss & Ride Operations

As part of the 2022 redevelopment project, a series of new off-site kiss & ride facilities will be formalised, in the locations highlighted in Figure 5 below.

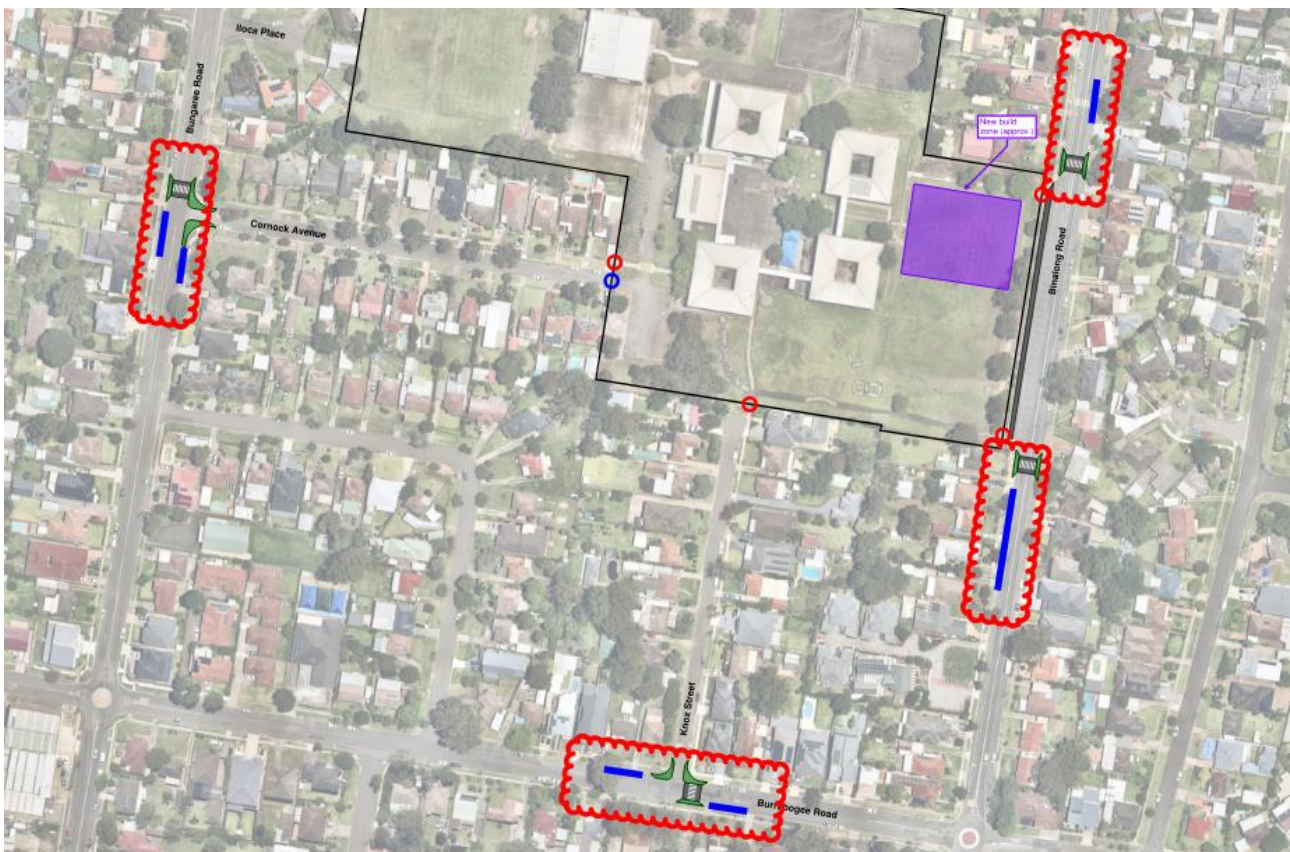


Figure 5: Off-site kiss & ride locations

Source: TTW

The provision of the off-site or remote facilities is to provide high quality and readily available infrastructure away from the Cornock Avenue and Knox Street cul-de-sacs, which have historically been used for kiss & ride activity but are not suitable for this usage.

Kiss & ride zones will not be monitored by staff, and will be self-managed by students and parents, who will be legally obliged to act in accordance with the signposted parking restrictions. If any issues arise or are

reported to the School, these will be directed to City of Parramatta Council or local police, who are responsible for the enforcement of on-street parking restrictions (including ‘No Parking’ or kiss & ride zones).

4.6 Car Park Operations

The on-site car park is for the exclusive use of staff members.

At time of writing, access for staff is unrestricted and demand is less than supply. As staff numbers grow and demand exceeds supply there will need to be a staff consultation process to determine preferred access arrangements – eg allocated parking spaces, priority access for staff travelling the greatest distance to school, hardship provisions, rostered access arrangements, ease of access to public transport, disability status and carpooling priority. The sustainable travel initiatives described in this STP will be more critical for maintaining a manageable car parking demand.

Electronic gates at Cornock Avenue mean there is currently no public access to the car park. There is no on-site parking for students.

A map and layout of the on-site car park, including accessible parking spaces, is illustrated in Figure 6. Parking spaces are not currently allocated to specific staff members. There is no visitor parking provided on-site. There is no specific provision for emergency vehicle parking on-site.

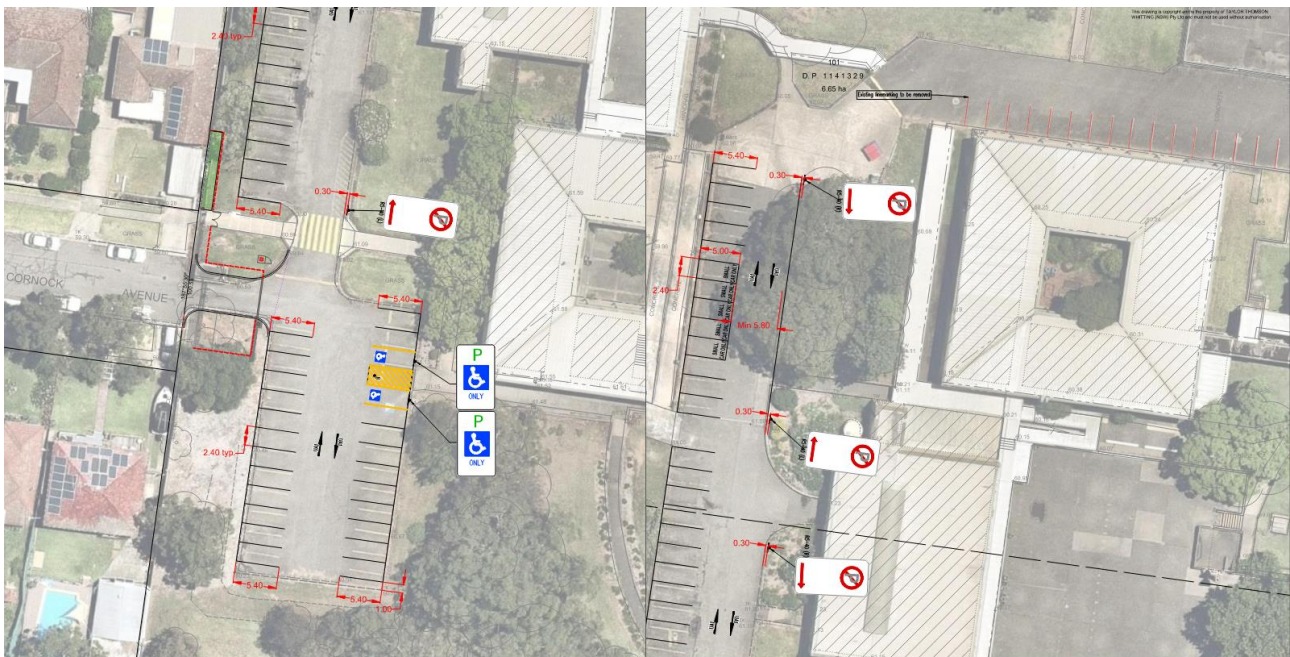


Figure 6: On-site car parking layout
Source: TTW

4.7 Special Event Operations

The School conducts a typical range of events which include:

- **Parent/Teacher meetings** – after hours, usually twice per year. Planned to be held in H Block from 2023 with parent entry from Binalong Road. The number and frequency will increase as the student population increases.
- **Recognition and Graduation Assemblies** – held at the end of each semester, both within and out of school hours. Held in the Hall because of the number of students and parents attending. Entry from Cornock Avenue and parking instructions provided in letter of invitation.
- **P&C Meetings** – held after school hours on the third Wednesday of each month. Currently held in A Block with onsite parking via the Cornock Avenue entry. Likely to be held in H Block in the future, with entry from Binalong Road.
- **Partner primary school athletics carnivals** – held within school hours involving parents, students and staff. No onsite parking permitted and parents directed to parking in Knox Street, Cornock Avenue and Binalong Road. Large numbers of staff and parents requiring parking.
- **Subject Selection and other parent information events** – held both within school hours and out of school hours. Currently held in the Hall with entry via Cornock Avenue. Likely to be held in H Block in the future, with entry via Binalong Road.
- **Exhibition and performance events** – currently not held because of Covid. Likely to resume from 2023 with both in school hours and out of school hours events. Likely to be held in H Block with entry from Binalong Road.

4.8 Emergency Vehicle Operations

Emergency vehicles will access the site wherever and whenever required, which may include using facilities such as the Bus Zone, if safe and legal to do so under Section 307 of the NSW Road Rules.

A first aid clinic is located in Building H near Binalong Road, and this is also the School's main street address, so it is expected that this will be a common location for ambulance access.

Direct access to the sports fields for ambulances, if required, could be provided either via Cornock Avenue through the staff car park, or via the maintenance access gates at Illoca Place.

Section 5 Transport Encouragement Programs

This section details various strategies targeted at encouraging sustainable travel choices for students and staff at PHHS. The following programs and initiatives are to be implemented to achieve the visions and goals of this STP.

Table 5.1: Transport encouragement programs and activities

Program / activity	Description and target outcomes	Frequency / timing	Responsible parties
New starter kits	<p>It is important that all students and staff are aware of the travel options available to them. Particularly for new users, the default option may be to drive to the site if they are unfamiliar with the area.</p> <p>To ensure that users are aware of their options, a TAG (discussed above) and any other relevant information such as health and activity leaflets will be distributed to all users. Information could be included in induction or orientation packages for new staff and students. Inductions could also promote the benefits of cycling, walking and use of active transport for people's health. Furthermore, sustainable travel information may be shared via the school website or other online distribution (see Section 6.1.1). Users are more likely to engage in sustainable travel when provided information directly, rather than being required to seek it out independently.</p>	Annually	<p>TTW for providing the Travel Access Guide leaflets (see Appendix A).</p> <p>Travel coordinator (or equivalent) for any additional health and activity leaflets. Travel coordinator to develop (or arrange) future updates to Travel Access Guides.</p> <p>PHHS for distributing leaflets.</p>
Periodic reminders	<p>Bus and train schedules often changes and may update regularly. Staff and students are to be notified of the changes that happen to ensure they will be equipped with most recent and accurate information. As such, periodic reminders will be necessary to improve accessibility to sustainable travel through ensuring accurate conveying of information. Details of this initiative can be found in Section 6.1.2.</p>	Annually, or when any known changes occur	<p>Travel Coordination to stay up to date with regards to the changes and make reminders when necessary.</p>
School website information	<p>It is expected that any updated information can be found on the school's website. Students and parents, staffs and visitors will be able to depend on the website as its central source of updated information.</p>	Annually, or when any known changes occur	<p>PHHS to update the website when needed.</p>

Program / activity	Description and target outcomes	Frequency / timing	Responsible parties
Transport Access Guide (TAG)	The Travel Access Guide (TAG) is a consolidated document providing information of safe and sustainable modes of travel in the local area for students and staff. It is an educational brochure that can be distributed as a starter kit. A detailed description can be found in Section 6.3.	Annually	TTW (first time) Travel Coordinator (update annually)
Ride to School Day	Various organisations and groups develop programs and events to encourage active transport. For example, Bicycle Network coordinates a National Ride2School Day each year. These events provide a good opportunity to encourage staff and students to participate in cycling, and each event can also assist in influencing the travel behaviour of others through general publicity and awareness. Events hosted at the school could include organised preferred cycling routes, bike safety programs, bike maintenance instructions, and more. At time of writing, the next Ride2School Day will be held on Friday 24th March, 2023 .	Annually	PHHS to participate in regional and national programs and events.
Bus Safety Week	At time of writing, the next Bus Safety Week will run from Monday 20th February to Sunday 26th February, 2023 . This annual campaign raises awareness for all road users on how to stay safe on and around buses, helping to reduce injuries and fatalities. The School will stay in contact with Transport for NSW and Hillsbus to review and consider any promotional material or advice that could be distributed to students and the school community.	Annually	PHHS to run the annual campaign. PHHS to keep up with promotional material or advice to be distributed.

Program / activity	Description and target outcomes	Frequency / timing	Responsible parties
Carpool matching incentives	<p>A strategy to encourage staff to carpool involves a pairing system that informs of other staff who live in nearby areas or along their travel route. Initiating this system may involve a meeting to provide an opportunity for staff members to discuss carpooling options, including coordination of staff by local area. Off-the-shelf alternatives such as the Liftango app may also be an option for staff to utilise.</p> <p>A strategy to encourage carpooling further is to allocate priority parking spaces to those committed to carpooling. Priority parking ensures that carpooling staff will be able to park on-site, once demand grows and may exceed supply in future. This may act as an incentive for others to investigate carpooling opportunities. Priority spaces could also come with other benefits, such as a better location of configuration (such as avoiding the Small Car parking spaces).</p>	<p>Meeting within 12 months of opening</p> <p>Incentives and programs all year round</p>	PHHS for initiating meetings or system and providing incentives through parking space allocation.
Remote kiss & ride reminders	<p>To ensure correct usage of the remote / off-site kiss & ride zones, and reduce usage of Cornock Avenue and Knox Street as unsafe areas, reminders may need to be issued to students and parents about the available formal facilities. If correct usage of the facilities occurs (noting that at time of writing the facilities do not yet exist), there may be no need for this type of communication.</p> <p>If continued usage of Cornock Avenue and Knox Street is observed to be a problem in future, there may be opportunities for discussion with City of Parramatta Council to further enforce or encourage correct behaviour, such as through additional signage.</p>	<p>Issue information on new arrangements within 1 month of opening.</p> <p>Communicate with Council if and when needed.</p>	<p>PHHS to issue warning reminders to parents.</p> <p>PHHS to communicate with Council if needed.</p>
Bike network maps	To encourage uptake of bicycle travel and ensure awareness of safe and convenient routes, a network map of available facilities and infrastructure could be issued to students. This could either be prepared by the Travel Coordinator (if available) or be requested from City of Parramatta Council.	Within 12 months of opening	Travel Coordinator to liaise with City of Parramatta Council

Program / activity	Description and target outcomes	Frequency / timing	Responsible parties
Bus network maps	<p>To encourage uptake of bus travel and ensure awareness of available services, a network map of available school buses and public buses could be issued to students. This could either be prepared by the Travel Coordinator (if available) or be requested from Hillsbus.</p> <p>The school will also remain up to date with any proposed plans by TfNSW or Hillsbus to increase the school or public bus services as the local area goes through future development. If the current public transport services are not meeting the demand, the school may consult with Council and TfNSW about potential upgrades to the offered services.</p>	Within 12 months of opening	Travel Coordinator to contact Council / TfNSW
Travel Coordinator	Subject to future arrangements by SINSW, a travel coordinator may be appointed for the site. This role's responsibility will be to further encourage sustainable transport measures (including those actions listed above), plus undertake all other elements of this School Transport Plan.	TBC (target within 12 months of opening)	SINSW to decide and appoint a travel coordinator

Section 6 Communications Plan

Safe and efficient management of PHHS will require all users to have a thorough understanding of operations and their responsibilities. The two separate parts of this will be staff communications and student / parent communications. Communication strategies are described in the following sections.

6.1 Channels

6.1.1 New Starter Kits

To ensure new travellers have information regarding all their travel options, the Travel Access Guides (TAGs) are provided. This can easily be included as part of an induction or orientation package. This is especially important for travellers new to the area and who may be completely unfamiliar with the transport options.

6.1.2 Periodic Reminders

Travel options can change over time and regular updating and conveying of new information is required to ensure travellers have the most accurate and recent information. Periodic reminders can assist in providing continued information to users and aim to provide a greater reach and impact. One convenient way to reach a broad user base is to include information and reminders in periodic staff and parent newsletters or updates. Content could include details on new travel initiatives, mode share progress, and upcoming events or changes, as well as reminding users of the importance of sustainable travel.

This style of communication could also request feedback from staff, students and parents regarding current initiatives and any other travel-related concerns.

One method to enable periodic information sharing is to include a sustainable travel section within a school newsletter. The content may include details about new travel initiatives, mode share progress updates, upcoming events or changes, as well as reminding travellers about the importance of sustainable travel. It will also allow for feedback or questions regarding any travel-related concerns.

6.1.3 School Website

The school website is to be utilised to provide up-to-date transport information, and to provide a central source of information for students and parents. External visitors will also have access to the website.

6.2 Messages

Key points of information and typical messages to the school community could include:

- Transport goals, safety requirements, and parent expectations
- On-site bicycle storage areas and end-of-trip facility locations
- School Student Transport Scheme (SSTS) and School Term Bus Pass availability
- Changes to local public transport routes (as they occur)
- Changes to local pedestrian and cyclist facilities (as they occur)
- Opal card reminders (to ensure students tap on and off even if public transport is free)
- Any available memberships or discounts
- How to contact the Travel Coordinator or governance committee

6.3 Travel Access Guide (TAG)

The aim of a TAG is to present staff and students with information about the available safe and sustainable transport options in the local area. This involves presenting information in a simple and understandable manner through an educational brochure. Staff and students are more likely to change their travel behaviour after being made aware of the public and active transport options and how to safely and easily utilise these alternatives.

TAGs can be distributed to staff, students and parents, and also be accessible online through the school's website for visitors and ease of access.

The TAGs prepared for PHHS is included in Appendix A. Two documents have been developed, one which focuses on active transport and one which focuses on public transport. Both documents are to be made available to the school community.

Section 7 Data Collection and Monitoring

A key component of STP success is program evaluation and ongoing improvement. This section includes consideration of how the school and their communities will be able to adaptively respond to meet the STP goals over time.

7.1 Data Collection

The school will collect the following data:

- Transport catchment
 - GIS analysis of the school catchment boundaries and current student locations is to be undertaken whenever this STP is reviewed, using depersonalised student location data.
 - The school catchment is to be assessed against the latest available public transport data available from TfNSW and the latest pedestrian and cyclist networks.
- Staff and student travel demand
 - Annual questionnaires are to be undertaken to accurately determine travel habits and transport usage.
- Transport audits and travel data
 - As part of annual monitoring (or more frequently if required), pedestrian and vehicle counts are to be undertaken at the bus zone to review demand for individual bus services and to observe general operations. Feedback is to be provided to TfNSW if necessary.
 - As part of annual monitoring (or more frequently if required), counts and measurements are to be undertaken at each kiss & ride zone. Measurements are to include average set-down times and total duration of operations. Observations are to include any issues with queuing or problem points in the system.
 - As part of annual monitoring (or more frequently if required), spot checks of staff car park capacity are to be undertaken, to gain an understanding of trends in travel behaviour.
 - As part of annual monitoring (or more frequently if required), spot checks of bicycle storage and End of Trip Facilities (EOTF) are to be undertaken, to gain understanding of trends in travel behaviour.
 - As part of annual monitoring (or more frequently if required), pedestrian movement counts are to be undertaken at all entry / exit points into the site, to accurately determine the spread of demand across the site and the local precinct.
- Transport events and initiatives
 - Where the school hosts any transport events or initiatives (for example, a Ride 2 School Day), attendance rates at these events is to be recorded.
 - Where these events involve or are relevant to external authorities such as Council or TfNSW, consider consulting with these authorities about the types of data to be collected, or share data with them once collected.
- Digital communication strategies
 - Where available, data is to be recorded on any available digital communication such as hit rates for travel articles on the school website, click-through of links provided through email or the school apps, or downloads of the TAG.
 - Any digital communications that relate to specific events (for example, a Ride 2 School Day) should also include (if possible) data collection that can correlate digital engagement to event attendance.

7.1.1 On-Street Parking Assessment

As required by the SSD approval for the 2022 redevelopment project, this STP must include provisions for the review of parking demand on the site and any issues resulting from spill over parking on nearby streets, including whether any complaints have been made.

To adequately consider and assess potential impacts, the following procedures are to be followed:

- Annual travel mode surveys to include questions relating to parking location, to determine on-site vs on-street parking demand levels
- As part of annual monitoring (or more frequently if required), spot checks of staff car park capacity are to be undertaken, to gain an understanding of trends in travel behaviour.
- As part of annual monitoring (or more frequently if required), spot checks of adjacent streets (such as Cornock Avenue or Knox Street) are to be undertaken to record any suspected student parking, likely identifiable with 'P' plates.
- Any complaints made to the school relating to car parking are to be provided to, and recorded by, the Travel Coordinator (or their interim replacement).

7.2 Program Evaluation

The data collected as outlined in Section 7.1 shall be used to evaluate the STP performance as follows:

- Progress on mode share targets
 - The outcomes of annual questionnaires are to be reviewed against the travel targets put forward in the most current revision of the STP at the time.
 - Where mode splits fall short of sustainability targets, initiatives and communications are to be reviewed in these areas. Targets could be shifted to other sustainable travel modes if appropriate (for example, low uptake of cycling could be better addressed with higher public transport targets).
 - Where mode splits have been achieved beyond sustainability targets, these targets could be made more ambitious and some resources may be able to be re-directed to other areas.
- Bus network and operations
 - Usage of the bus zone, in particular the usage and demand for different bus routes, is to be closely analysed with information provided to TfNSW for review. Services in high demand may need to be bolstered with additional services, subject to TfNSW servicing capacity. Services with low demand may be able to be re-routed or adjusted to better suit the overall population.
- Car park occupancy and on-street parking spill over
 - Usage of the staff car park is to be closely monitored (as described elsewhere in this STP), in order to understand demand for on-site car parking over time.
 - Any usage of on-street parking is to be monitored and reviewed with consideration of the locations being used. If residential areas are being impacted, the STP is to be reviewed (and communications increased if necessary) to reduce potential parking impacts.
- Engagement with school transport articles and links
 - Varying types of articles and links should be reviewed (where possible) for engagement and success. For example, "bite-sized" pieces of information might have more engagement with particular audiences or content, and longer form "articles" may have success in different areas.

7.3 Documentation Updates

This STP, and other associated documentation (such as the TAG) are to be reviewed regularly and updated as required. It is recommended that this occurs 12 months after opening the new school, and then every 2 years.

The review and update process shall include:

- Updating to reflect any travel-related changes in the local area such as bus services, new cycle routes or pedestrian crossings (this should occur as changes arise)
- Reviewing progress against the proposed mode share targets and update targets if required
- Identifying any shortfalls in the STP and updating sustainable initiatives and programs to address these shortfalls
- Distributing an updated travel mode survey to all staff and students. Collect data including residential postcodes to inform where staff and students are travelling from.
- Consulting with staff, students and parents to understand travel behaviours and any barriers and facilitators to shift to sustainable travel.
- Adjusting initiatives and targets based on the updated survey results and in response to any issues that may arise.

Section 8 Governance Framework

8.1 Travel Coordinator

Transport programs must be implemented to achieve travel behaviour change. The school principal and teachers are not travel coordinators, so a dedicated role must be provided to implement and manage these programs.

To ensure that the ongoing review of this STP is carried out as expected, responsibility of this task will be allocated to a specific staff member or Travel Coordinator. This staff member could form a sustainability group that will assist in updating the STP and champion the travel initiatives. Responsibilities of the Travel Coordinator may include:

- Liaise with the school principal as the nominated transport representative for the school
- Liaise with other internal stakeholders
- Coordinate communications and publications to staff and students as required
- Directly oversee implementation of transport programs where relevant
- Consult and engage external parties to implement transport programs where relevant
- Liaise with the Contractor prior to the construction phase to review and approve proposed construction traffic and access methodologies
- Liaise with the Contractor during the construction phase to maintain safe operations at and around the site

At time of writing, arrangements for this role are under discussions between the School, SINSW, the Department of Education, and TfNSW.

In the interim period until a Travel Coordinator is appointed, the School will endeavour to undertake the School Travel Plan procedures and initiatives on an ongoing basis.

8.2 Internal School Working Group

An internal school working group is recommended to be formed to support the Travel Coordinator and other important school leaders. The group may include the following relevant stakeholders:

- School Principal
- Other school Executive Staff as relevant
- Road Safety Education Officer
- Asset Management
- Grounds Management
- WHS Representative
- P&C

This group must meet on a regular basis (say, quarterly) within the first 12 months of operation. Following this, the group is recommended to meet annually or as needed.

8.3 External Transport Working Group

An external Transport Working Group (TWG) provides a forum for discussing transport-related issues and seeking opportunities for improving the traffic and transport systems at PHHS. The group consists of stakeholders including Council, TfNSW and bus operator (Hillsbus).

It is recommended that this group meet after the first six months of operation to review the initial progress of the STP and the various transport operations at the school. The Travel Coordinator (once available) will organise and chair these meetings.

Items to be discussed within this group may include the following:

- Progress of achieving the goals of the STP and implementing recommended programs and strategies
- Operation of kiss & ride zones and any impacts to local traffic
- Usage of on-street parking by staff or students and any impacts to community
- Usage of the bus zone, taking note of capacity along the different public and school bus routes

Appendix A Travel Access Guides



Pendle Hill High School

Travel Access Guide

January 2023

Active ways to get to school

Walking is an active and healthy way to get to school



- Cross the road at crossings or traffic lights if possible
- Remember to share the footpath and stick to the left
- Look out for vehicles entering or leaving driveways
- Put away distractions such as phones and earphones

Ride your bike or scooter



- Always wear a helmet
- Children under age 16 can ride on the path, but remember to share the footpath and stick to the left
- Look out for vehicles entering or leaving driveways
- Give pedestrians right of way

Kiss and drop expectations

- A primary kiss & ride zone is available on Binalong Road next to the bus bay. Several other kiss & ride zones are located around the school boundary
- Parents / carers can stop for 2 minutes and are to stay inside the vehicle
- Students are to exit onto the footpath side of the car
- Be sure to move up the Kiss & Ride zone as far as possible to maximise capacity

Get a discount on your Bicycle NSW membership

Bicycle NSW is offering a 15% discount on membership for families at our school. This includes insurance and discounts for recreational bike rides.

Take up the offer today:

- Visit bicyclensw.org.au
- Sign up for a membership
- Use this discount code for 15% off your membership:

nswtag

The code expires on
31 May 2024.
Don't miss out!

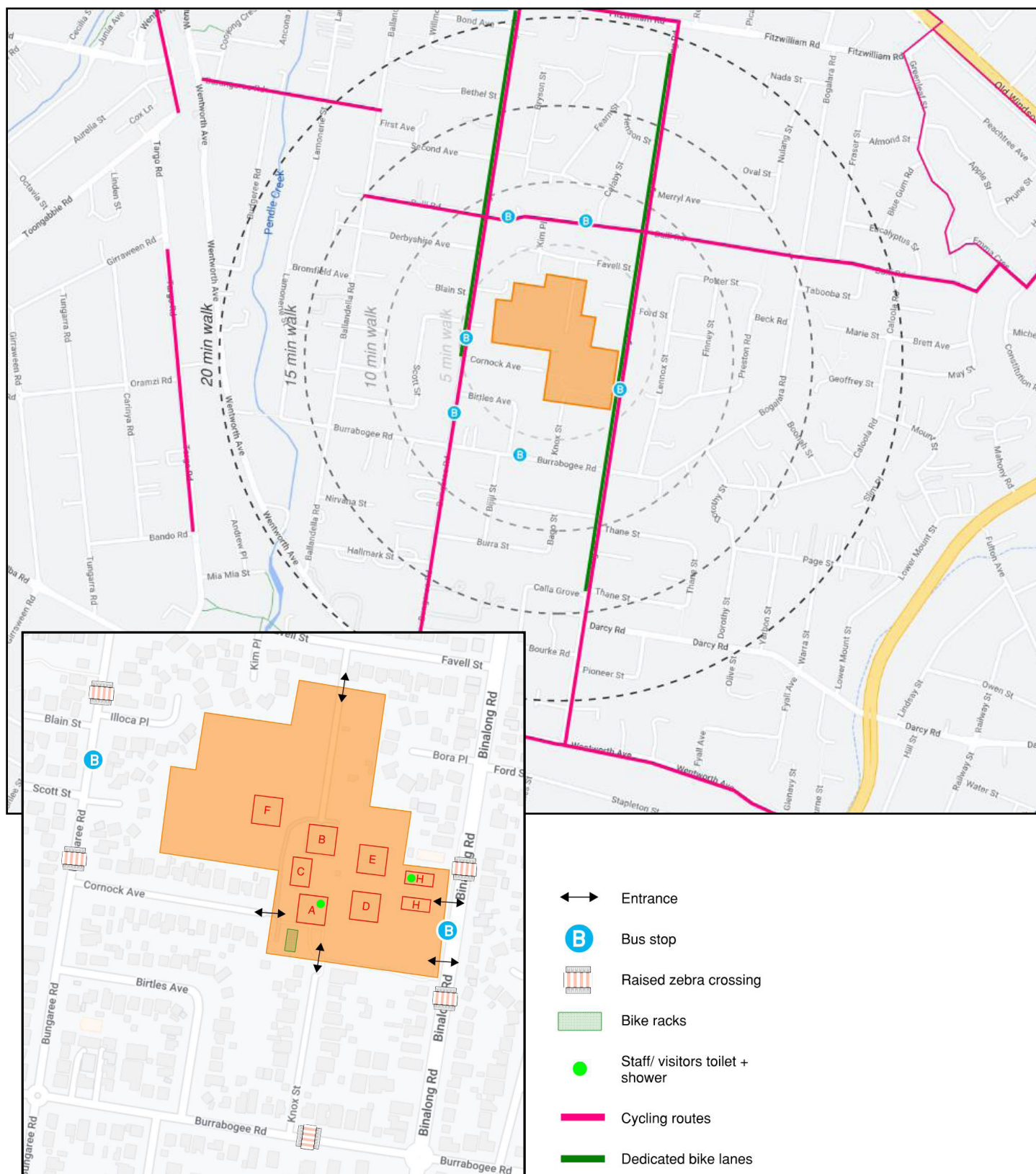


For more information contact:

School Infrastructure NSW
Email: schoolinfrastructure@det.nsw.edu.au
Phone: 1300 482 651
www.schoolinfrastructure.nsw.gov.au



Local map: Active Travel



For more information contact:

School Infrastructure NSW
 Email: schoolinfrastructure@det.nsw.edu.au
 Phone: 1300 482 651
www.schoolinfrastructure.nsw.gov.au



Pendle Hill High School

Travel Access Guide

January 2023

Using public transport to get to school



School buses and public buses

- All school bus routes as well as public bus route 711 operate from the bus bay on Binalong Rd.
- Public bus routes 708 and 711 operate from the bus stops on Bungaree Rd



Trains

- Pendle Hill station is a 15 minute walk from the school
- Toongabbie station is a 20 minute walk from the school or can be reached via bus route 711

Tap on and tap off every time

Use your School Opal card every time you catch public transport to school.

It tells us how many people are using public transport to help us plan buses, trains and ferries to suit you.

Apply for a School Opal Card | School Term Bus Pass

- Students may be eligible for free or subsidised public transport under the School Student Travel Scheme.
- If a student does not qualify for free travel, you may be able to buy a School Term Bus Pass for discounted travel on buses.
- Visit <https://apps.transport.nsw.gov.au/ssts> to find out what public transport programs are available

Safety on Public Transport

For Students

- Maintain a safe distance between you and the road when waiting for a bus
- Mind your step when getting on and off the bus or train
- Stand behind the yellow line on the train platform

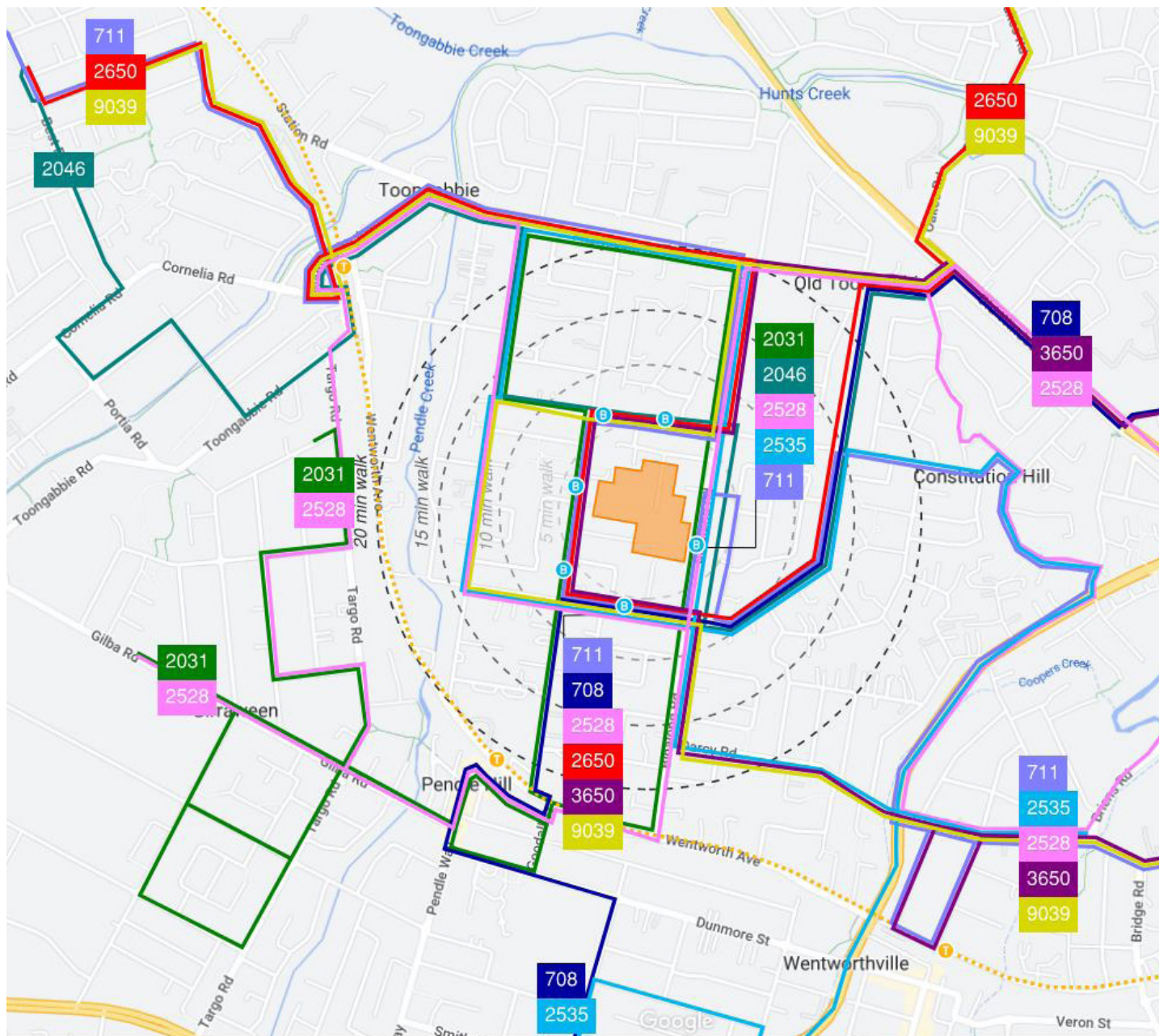
For Parents / Carers

- Talk to your child about what to do if they get lost or you are running late to meet them at a bus stop or train station
- When meeting your child at a bus stop, never call them across a road

For more information contact:

School Infrastructure NSW
Email: schoolinfrastructure@det.nsw.edu.au
Phone: 1300 482 651
www.schoolinfrastructure.nsw.gov.au

Local map: Public transport



List of Bus Service Routes

- 708** Constitution Hill Retirement Community to Parramatta via Pendle Hill
- 711** Blacktown to Parramatta via Wentworthville
- 2031** Wentworthville to St Anthonys PS via Toongabbie & Girraween
- 2046** Fitzwilliam Rd at Greenleaf St to Our Lady of Lourdes PS via Toongabbie Station
- 2528** Northmead HS to Old Windsor Rd after Hammers Rd via Girraween HS
- 2535** Our Lady of Mt Carmel PS to Wentworthville via Old Toongabbie
- 2650** Model Farms HS to Seven Hills Station via Toongabbie
- 3650** Northmead HS to Westmead Station via Wentworthville
- 9039** The Meadows PS to Westmead Schools via Model Farms HS & Pendle Hill HS

Bus services are accurate as of January 2023.

For the latest information and for service times and schedules, visit the Transport for NSW Trip Planner app or visit transportnsw.info

For more information contact:

School Infrastructure NSW
 Email: schoolinfrastructure@det.nsw.edu.au
 Phone: 1300 482 651
www.schoolinfrastructure.nsw.gov.au

Appendix B Conditions of Development Consent

Table 8.1: SSD consent conditions (SSD-9579147)

	Condition	Comments & references
D21	Prior to the commencement of operation, an STP must be submitted to the satisfaction of the Planning Secretary. The plan must:	
(a)	Be prepared by a suitably qualified consultant in consultation with Council and TfNSW.	<p>Consultation was undertaken with Council and TfNSW for preparation of the overall transport strategy at the site. This includes the development of mode share targets, kiss & ride locations, and bus/loading zone operations.</p> <p>Revision 1 of this document was issued to Council and TfNSW on 30 November 2022 for comment. Comments received from Council are contained in Appendix C. TfNSW has not provided comment.</p>
(b)	Include arrangements to promote the use of active and sustainable transport modes, including:	-
(b)(i)	Objectives and modes share targets (i.e. site and land use specific, measurable and achievable and timeframes for implementation).	<p>Section 2.1 – Visions and Objectives</p> <p>Section 2.2 – Mode Share Targets</p>
(b)(ii)	Specific tools and actions to help achieve the objectives and mode share targets.	<p>Section 3 – Policies and Procedures</p> <p>Section 5 – Transport Encouragement Programs</p>
(b)(iii)	Details regarding the methodology and monitoring / review program to measure the effectiveness of the objectives and mode share targets, including the frequency of monitoring and the requirement for travel surveys to identify travel behaviours of users of the development.	Section 7 – Data Collection and Monitoring
(c)	Include operational transport access management arrangements, including:	-
(c)(i)	Detailed pedestrian analysis including the identification of safe route options to identify the need for management measures such as staggered school start and finish times to ensure students and staff are able to access and leave the site in a safe and efficient manner during school start and finish.	<p>Section 4.2 – Active Transport Operations</p> <p>Figure 2 – Pedestrian infrastructure analysis</p>
(c)(ii)	The location of all car parking spaces on the school campus and their allocation (i.e. staff, visitor, accessible, emergency, etc.)	<p>Section 4.6 – Car Park Operations</p> <p>Figure 6 – On-site car parking layout</p>

	Condition	Comments & references
(c)(iii)	The location and operational management procedures of the drop-off and pick-up, parking, including staff management/traffic controller arrangements.	Section 4.5 – Kiss & Ride Operations
(c)(iv)	The location and operational management procedures for the drop-off and pick-up of students by buses and coaches including staff management/traffic controller arrangements.	Section 4.3 – Public Transport Operations
(c)(v)	Delivery and services vehicle and bus access and management arrangements.	Section 4.4 – Delivery and Service Vehicle Operations
(c)(vi)	Management of approved access arrangements.	Section 4.2 – Active Transport Operations Section 4.6 – Car Park Operations
(c)(vii)	Potential traffic impacts on surrounding road networks and mitigation measures to minimise impacts, including measures to mitigate queuing impacts associated with vehicles accessing drop-off and pick-up zones.	Traffic impacts to the surrounding road network, including mitigation measures to minimise impacts, were assessed during the SSDA. Refer to the Transport and Accessibility Impact Assessment for traffic impacts. Mitigation measures include pedestrian crossings, new kiss & ride zones, on-site cyclist facilities and improvements to the bus zone. See also Section 4.5 – Kiss & Ride Operations
(c)(viii)	Car parking arrangements and management associated with the proposed use of school facilities by community members.	Section 4.6 – Car Park Operations Section 4.7 – Special Event Operations
(d)	Measures to promote and support the implementation of the plan, including financial and human resource requirements, roles and responsibilities for relevant employees involved in the implementation of the plan.	Section 8 – Governance Framework
(e)	A monitoring and review program.	Section 7 – Data Collection and Monitoring
(f)	Include provisions for the review of parking demand on the site and any issues resulting from spill over parking on nearby streets, including whether any complaints have been made.	Section 7.1.1 – On-Street parking Assessment

Appendix C Authority Consultation Records

City of Parramatta Council

Emma Cowdery

To: Michael Babbage
Subject: RE: Pendle Hill HS - School Transport Plan - SSD-9579147 Condition D21

From: Richard Searle <RSearle@cityofparramatta.nsw.gov.au>
Sent: Friday, 2 December 2022 5:02 PM
To: Michael Babbage <michael.babbage@ttw.com.au>
Subject: RE: Pendle Hill HS - School Transport Plan - SSD-9579147 Condition D21

[External Email]: Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks Michael,

No comments.

Richard Searle | Traffic and Transport Manager
City of Parramatta
PO Box 32, Parramatta NSW 2124
☎ (02) 9806 5642
✉ rsearle@cityofparramatta.nsw.gov.au
Links | www.cityofparramatta.nsw.gov.au

From: Michael Babbage <michael.babbage@ttw.com.au>
Sent: Wednesday, 30 November 2022 10:22 AM
To: Billy Yung <Billy.Yung@transport.nsw.gov.au>; Mark Ozinga <Mark.Ozinga@transport.nsw.gov.au>; Richard Searle <RSearle@cityofparramatta.nsw.gov.au>
Cc: Paul Yannoulatos <Paul.Yannoulatos@ttw.com.au>; Emma Cowdery <emma.cowdery@ttw.com.au>; Mardi Christian <Mardi.Christian@tsamgt.com>; Stuart Miller <stuart.miller@tsamgt.com>; Peter Karavelatzis <peterk@taylorau.com.au>
Subject: Pendle Hill HS - School Transport Plan - SSD-9579147 Condition D21

*****[EXTERNAL EMAIL]** Stop and think before opening attachments, clicking on links or responding. ***

Hi Richard, Billy, and Mark,

Following our consultation during preparation of the SSDA for the **Pendle Hill High School upgrade**, and as required by Condition D21 of the SSD consent, TTW have prepared the attached School Transport Plan (STP) for the site.

The development consent requires the STP to be prepared in consultation with Council and TfNSW. In addition to the consultation undertaken with you during the SSDA phase, we would be happy to receive any comments on the attached document by next **Tuesday 6th December**. Should no response be received by that date, the STP will be issued to Planning Secretary in accordance with the consent conditions. If you do have any comments, questions, or clarifications, we would be happy to incorporate these into an updated document.

In any case, we hope that there will be ongoing consultation between the School, SINSW, Council, and TfNSW going forward through the operation of the School to address any new or additional items in future if and when they arise.

In parallel to any comments from Council or TfNSW, we will work with the School and SINSW to finalise a Travel Access Guide, which will be attached to the final document at Appendix B. When the TAG and STP documents are finalised, we will issue the completed documents to yourselves for information.

Please feel free to reach out if you would like to discuss this in more detail.

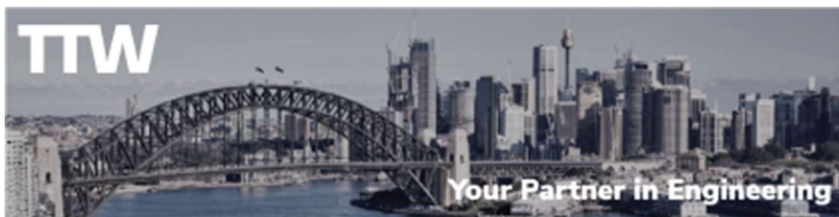
Cheers,
Michael

Michael Babbage | Associate (Traffic)

+61 2 9439 7288 | +61 2 8986 5530

Level 6, No. 73 Miller Street, North Sydney NSW 2060

[We have a new Sydney office, read about it here](#)



Transport for NSW

Michael Babbage

From: Shoba Sivasubramaniam <Shoba.Sivasubramaniam@transport.nsw.gov.au>
Sent: Wednesday, 11 January 2023 5:49 PM
To: Michael Babbage
Cc: Mardi Christian; Stuart Miller; Laura Van putten; Zhaleh Najari alamouti; Emma Cowdery; Ava Tan; Laura Van putten
Subject: RE: Pendle Hill HS - School Transport Plan - SSD-9579147 Condition D21

Follow Up Flag: Follow up
Flag Status: Completed

[External Email]: Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Michael,

Reference is made to your email below seeking TfNSW review of the revised School Transport Plan (STP) for TfNSW review as per consultation requirements in condition D21 of the SSD consent. TfNSW has reviewed the submitted STP and provides the following advice:

- **Bicycle Parking and End of Trip (EoT):** TfNSW understands that some End of Trip (EoT) will be provided for the school site, as noted on in Section 6.3 Travel Access Guide (TAG). No further details are, however, provided on any bicycle parking, nor amount or details of the EoT facilities to be provided for staff and students to further encourage the use of active transport. Further, TfNSW would recommend that the amount of bicycle parking and EoT be monitored over time, to ensure sufficient supply to further encourage active transport modes for staff, students and visitors. Some further guidance on bicycle parking and end of trip facilities can be found in the [cycleway design toolkit](#).
- **Action Plan:** TfNSW appreciates that the STP has a Transport Encouragement Programs section (Section 5) but recommends that this should include all of the initiatives and incentives within the STP, timing and completion dates to ensure the overall effectiveness of the STP, including initiatives in the communications plan. Each part of the action plan should be managed overall by a Travel Plan Coordinator/Steering Committee, and should:
 - Identify the party or parties responsible for delivery and implementation of each element of the updated STP throughout various stages of the development lifecycle, including for its ongoing implementation, monitoring and review, for a period of at least 5 years post occupancy.
 - Be updated both on an annual basis, and when future transport services are upgraded.
- **Travel Access Guide:** TfNSW appreciates that a Travel Access Guide (TAG) has been prepared (Appendix B) which identifies walking, cycling and public transport options, including nearby bus services and stops – this should be updated for this particular school. The TAG should also:
 - Provide information advising students, staff and visitors about service routes and timetables for buses is available on the Trip Planner at transportnsw.info/
 - Provide information advising employees and visitors that additional information about current cycling routes is available on the Trip Planner at transportnsw.info/
 - Provide the location of End of Trip facilities (bike racks, showers, lockers, change rooms) as well as bicycle parking and locate on map.
 - Provide times and stop locations for buses.

For further helpful information – please check this link How to Create a Travel Access Guide doc [here](#).

Please submit the updated STP, with any modifications requested in the abovementioned points, as a package to development.sydney@transport.nsw.gov.au for further review and comment. However, should the Secretary grant approval, the finalised STP and TAG are to be submitted to TfNSW prior to occupancy.

For any questions, please contact me on 0431 446 623 or via development.sydney@transport.nsw.gov.au.

Regards
Shoba

Shoba Sivasubramaniam

Development Assessment Officer
Planning and Programs
Greater Sydney
Transport for NSW

M 0431446623 **E** shoba.sivasubramaniam@transport.nsw.gov.au

transport.nsw.gov.au



**Transport
for NSW**



I acknowledge the Aboriginal people of the country on which I work, their traditions, culture and a shared history and identity. I also pay my respects to Elders past and present and recognise the continued connection to country.

Please consider the environment before printing this email.

From: Michael Babbage <michael.babbage@ttw.com.au>

Sent: Tuesday, 10 January 2023 1:46 PM

To: Shoba Sivasubramaniam <Shoba.Sivasubramaniam@transport.nsw.gov.au>

Cc: Mardi Christian <Mardi.Christian@tsamgt.com>; Stuart Miller <stuart.miller@tsamgt.com>; Laura Van putten <Laura.VAN.PUTTEN@transport.nsw.gov.au>; Zhaleh Najari alamouti <Zhaleh.ALAMOUTI@transport.nsw.gov.au>; Emma Cowdery <emma.cowdery@ttw.com.au>; Ava Tan <ava.tan@ttw.com.au>

Subject: RE: Pendle Hill HS - School Transport Plan - SSD-9579147 Condition D21

CAUTION: This email is sent from an external source. Do not click any links or open attachments unless you recognise the sender and know the content is safe.

Hi Shoba,

Thank you for providing the below advice, much appreciated. Based on your comments it looks like you have been able to review Rev 1 of the School Transport Plan. We have since published Rev 2 of the STP (attached) which was issued out to TfNSW in early December but may not have made its way to you. As a brief summary, the main change since the previous Rev 1 document is the addition of the Travel Access Guide appendices, plus a few other minor administrative / graphic changes. If you are able to review the Rev 2 document, particularly the Travel Access Guides (which you had requested in your email below), let us know if you have any comments.

I had also received separate advice from Mark Ozinga in response to our Rev 2 correspondence, that we should follow up with David Rohloff on the TfNSW side (refer attached correspondence thread). You may wish to liaise internally to check if anything has been undertaken by other teams within TfNSW and/or whether any advice and comments would need to be consolidated.

Cheers,
M



Michael Babbage | Associate (Traffic)

+61 2 9439 7288 | +61 2 8986 5530 | michael.babbage@ttw.com.au

TTW Engineers | Sydney

Read our latest news [here](#)

From: Shoba Sivasubramaniam <Shoba.Sivasubramaniam@transport.nsw.gov.au>

Sent: Tuesday, 10 January 2023 12:48 PM

To: Michael Babbage <michael.babbage@ttw.com.au>

Cc: Mardi Christian <Mardi.Christian@tsamgt.com>; Laura Van putten <Laura.VAN.PUTTEN@transport.nsw.gov.au>; Zhaleh Najari alamouti <Zhaleh.ALAMOUTI@transport.nsw.gov.au>

Subject: RE: Pendle Hill HS - School Transport Plan - SSD-9579147 Condition D21

[External Email]: Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Michael,

Reference is made to your email below seeking TfNSW review of the submitted School Transport Plan (STP) for TfNSW review as per consultation requirements in condition D21 of the SSD consent. TfNSW has reviewed the submitted STP and provides the following advice:

- **Comment:** TfNSW (TDM team) have reviewed the School Transport Plan (STP) prepared by TTW Structural Civil Traffic Façade, and provide the following comments to enhance the plan.
- **Bicycle Parking and End of Trip (EoT):** TfNSW understands that some bicycle parking will be provided for the school site – as noted on the draft TAG. No further details are, however, provided on the amount of bicycle parking, nor if any End of Trip (EoT) facilities will be provided for staff and students to further encourage the use of active transport. Further, TfNSW would recommend that the amount of bicycle parking and EoT be monitored over time, to ensure sufficient supply to further encourage active transport modes for staff, students and visitors. Some further guidance on bicycle parking and end of trip facilities can be found in the [cycleway design toolkit](#).
- **Action Plan:** TfNSW appreciates that the STP has a Transport Encouragement Programs section (Section 5) but recommends that this should include all of the initiatives and incentives within the STP, timing and completion

dates to ensure the overall effectiveness of the STP, including initiatives in the communications plan. Each part of the action plan should be managed overall by a Travel Plan Coordinator/Steering Committee, and should:

- Identify the party or parties responsible for delivery and implementation of each element of the updated STP throughout various stages of the development lifecycle, including for its ongoing implementation, monitoring and review, for a period of at least 5 years post occupancy.
 - Be updated both on an annual basis, and when future transport services are upgraded.
- **Travel Access Guide:** TfNSW appreciates that a sample Travel Access Guide (TAG) has been prepared (Appendix B) which identifies walking, cycling and public transport options, including nearby bus services and stops – this should be updated for this particular school. The TAG should also:
 - Provide information advising students, staff and visitors about service routes and timetables for buses is available on the Trip Planner at transportnsw.info/
 - Provide information advising employees and visitors that additional information about current cycling routes is available on the Trip Planner at transportnsw.info/
 - Provide the location of End of Trip facilities (bike racks, showers, lockers, change rooms) and locate on map.
 - Provide times and stop locations for buses.

For further helpful information – please check this link How to Create a Travel Access Guide doc [here](#).

- **Travel Survey:** TfNSW appreciated that an annual travel survey will be undertaken, and will includes questions to ask obtain staff and student residential postcodes to identify origin and destination patterns, which could also inform strategies that help to increase mode shares of walking, cycling and public transport. Further information on travel surveys can be found [here](#).

Please submit the updated STP, with any modifications requested in the abovementioned points, as a package to development.sydney@transport.nsw.gov.au for further review and comment. The applicant is to ensure that should the Secretary grant approval, the finalised STP and TAG are to be submitted to TfNSW prior to occupancy.

For any questions, please contact me on 0431 446 623 or via development.sydney@transport.nsw.gov.au.

Regards
Shoba

Shoba Sivasubramaniam

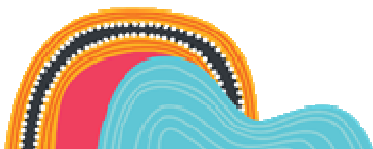
Development Assessment Officer
Planning and Programs
Greater Sydney
Transport for NSW

M 0431446623 E shoba.sivasubramaniam@transport.nsw.gov.au

transport.nsw.gov.au



**Transport
for NSW**



I acknowledge the Aboriginal people of the country on which I work, their traditions, culture and a shared history and identity. I also pay my respects to Elders past and present and recognise the continued connection to country.

Please consider the environment before printing this email.

From: Michael Babbage <michael.babbage@ttw.com.au>
Sent: Wednesday, 30 November 2022 10:26 AM
To: development <Development@transport.nsw.gov.au>
Cc: Mardi Christian <Mardi.Christian@tsamgt.com>
Subject: FW: Pendle Hill HS - School Transport Plan - SSD-9579147 Condition D21

You don't often get email from michael.babbage@ttw.com.au. [Learn why this is important](#)

CAUTION: This email is sent from an external source. Do not click any links or open attachments unless you recognise the sender and know the content is safe.

To whom it may concern,

I have received an automatic reply from Billy Yung who is currently absent. Please see the below email relating to a School Transport Plan which has been prepared for Pendle Hill High School in accordance with the development consent for SSD-9579147. We are requesting comments on the attached document by next **Tuesday 6th December**. Please let me know if there is any additional information that would assist.

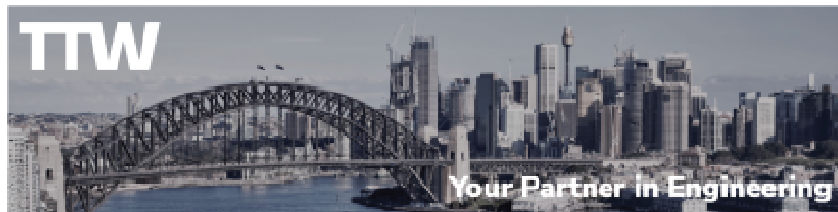
Cheers,
Michael

Michael Babbage | Associate (Traffic)

+61 2 9439 7288 | +61 2 8986 5530

Level 6, No. 73 Miller Street, North Sydney NSW 2060

[We have a new Sydney office, read about it here](#)



From: Michael Babbage
Sent: Wednesday, 30 November 2022 10:22 AM
To: Billy Yung <Billy.Yung@transport.nsw.gov.au>; Mark Ozinga <Mark.Ozinga@transport.nsw.gov.au>; Richard Searle <RSearle@cityofparramatta.nsw.gov.au>
Cc: Paul Yannoulatos <Paul.Yannoulatos@ttw.com.au>; Emma Cowdery <emma.cowdery@ttw.com.au>; Mardi Christian <Mardi.Christian@tsamgt.com>; Stuart Miller <stuart.miller@tsamgt.com>; Peter Karavelatzis <peterk@taylorau.com.au>
Subject: Pendle Hill HS - School Transport Plan - SSD-9579147 Condition D21

Hi Richard, Billy, and Mark,

Following our consultation during preparation of the SSDA for the **Pendle Hill High School upgrade**, and as required by Condition D21 of the SSD consent, TTW have prepared the attached School Transport Plan (STP) for the site.

The development consent requires the STP to be prepared in consultation with Council and TfNSW. In addition to the consultation undertaken with you during the SSDA phase, we would be happy to receive any comments on the attached document by next **Tuesday 6th December**. Should no response be received by that date, the STP will be issued to Planning Secretary in accordance with the consent conditions. If you do have any comments, questions, or clarifications, we would be happy to incorporate these into an updated document.

In any case, we hope that there will be ongoing consultation between the School, SINSW, Council, and TfNSW going forward through the operation of the School to address any new or additional items in future if and when they arise.

In parallel to any comments from Council or TfNSW, we will work with the School and SINSW to finalise a Travel Access Guide, which will be attached to the final document at Appendix B. When the TAG and STP documents are finalised, we will issue the completed documents to yourselves for information.

Please feel free to reach out if you would like to discuss this in more detail.

Cheers,
Michael

This email is intended only for the addressee and may contain confidential information. If you receive this email in error please delete it and any attachments and notify the sender immediately by reply email. Transport for NSW takes all care to ensure that attachments are free from viruses or other defects. Transport for NSW assume no liability for any loss, damage or other consequences which may arise from opening or using an attachment.

 **Consider the environment. Please don't print this e-mail unless really necessary.**

OFFICIAL

OFFICIAL

This email is intended only for the addressee and may contain confidential information. If you receive this email in error please delete it and any attachments and notify the sender immediately by reply email. Transport for NSW takes all care to ensure that attachments are free from viruses or other defects. Transport for NSW assume no liability for any loss, damage or other consequences which may arise from opening or using an attachment.

 **Consider the environment. Please don't print this e-mail unless really necessary.**

OFFICIAL