

# Green Travel Plan

Samuel Gilbert Public School

80021004



**Samuel Gilbert**  
PUBLIC SCHOOL

Prepared for  
SINSW

28 June 2021

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# 1 Introduction

Cardno has been engaged by School Infrastructure NSW (SINSW) to provide Transport Planning and Traffic Engineering advice to support the redevelopment of Samuel Gilbert Public School.

The Samuel Gilbert Public School upgrade project will include the design and construction of the following:

- > Two new three storey buildings which house:
  - New Library
  - New Administration
  - 23 new permanent teaching spaces
- > Alterations to existing Library Building to convert it to new permanent teaching spaces
- > Alterations to the existing Administration Building to convert it to new permanent teaching spaces
- > New Hall Building with separate entrance for out of school hours and community use
- > New central axis
- > Removal of demountable teaching spaces
- > Increase in students from circa 750 to 1,000 students

## 1.1 Scope of Works

The scope of works is to address comments/conditions issued by the Department of Planning and Environment (DPE) with to prepare a Green Travel Plan (GTP) (Condition Number D10) as detailed below:

D10 Green Travel Plan (GTP)	Section
a) Be prepared by a suitably qualified traffic consultant in consultation with The Hills Shire Council and (Sydney Coordination Office) Transport for NSW;	Appendix C- Consultation records Appendix D- GTP Author's CV
b) Include objectives and modes share targets (i.e. Site and land-use specific, measurable and achievable and timeframes for implementation) to define the direction and purpose of the GTP;	3
c) Include specific tools and actions to help achieve the objectives and mode share targets;	4
d) Include 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 GTP; and	4.4
e) Include details regarding the methodology and monitoring/review program to measure the effectiveness of the objectives and mode share targets of the GTP, including the frequency of monitoring and the requirement for travel surveys to identify travel behaviours of users of the development.	6

## 1.2 School Operation Details

SGPS is a public primary school for years K-6. The school currently has 45 staff members and operates within the following hours:

- > Office hours: 8:15am-3:00pm
- > School opening hours: 8:30am-3:00pm
- > Mainstream classes: 8:50am-2:55pm

An Out of School Hours (OOSH) facility is provided on-site and operates within the following hours:

- > Before school care: 7:00-9:00am
- > After school care: 2:55-6:00pm

The enrolment boundary for SGPS is depicted in **Figure 1-1**.

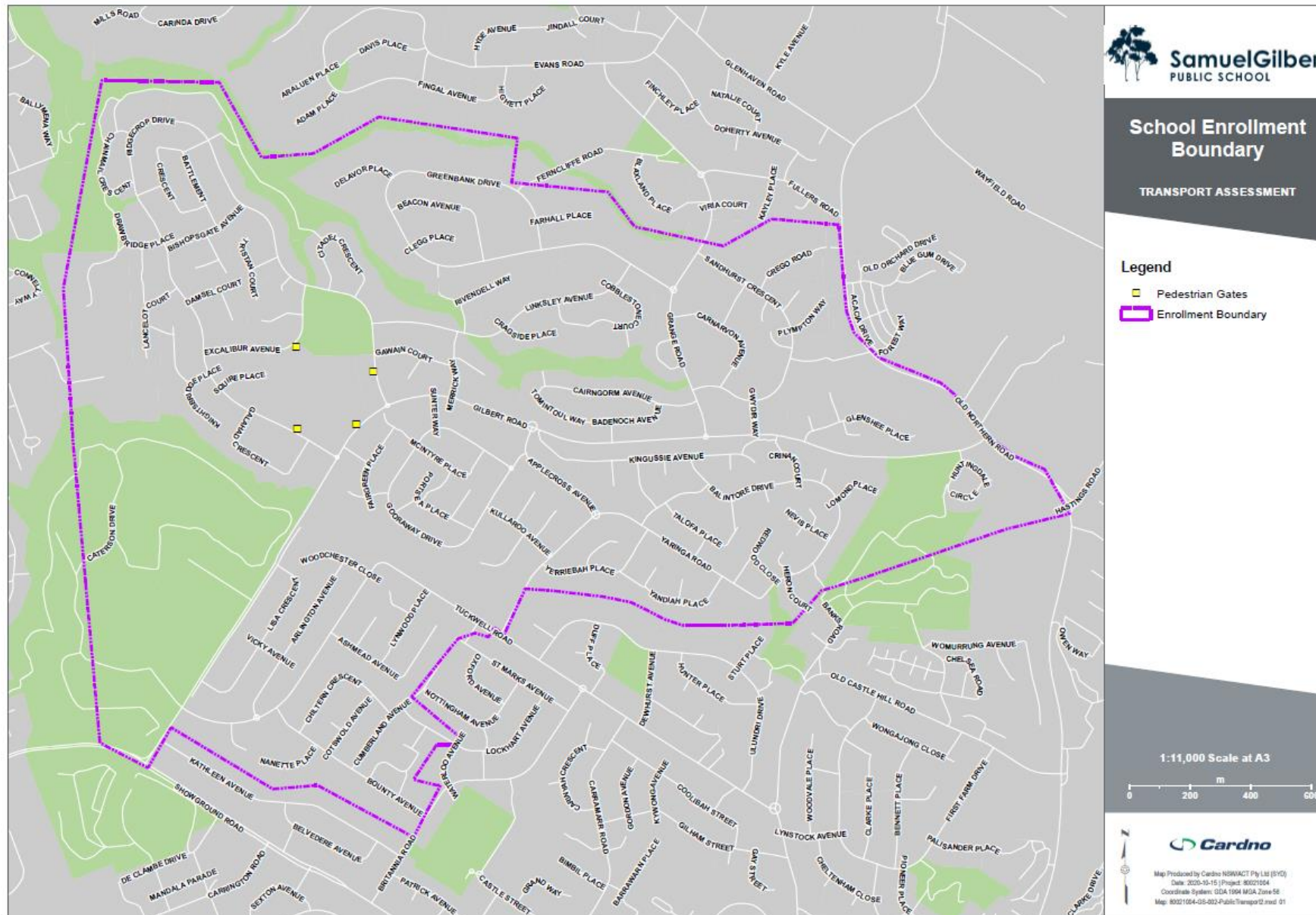


Figure 1-1 School Enrolment Boundary

### 1.3 What is a Green Travel Plan?

A GTP is a document that outlines how the school intends to make travel to and from their campus safer and more sustainable for students, families, and staff. The GTP addresses the local traffic issues around the school and encourages active, safe and sustainable travel methods, such as walking, cycling, scooting, public transport or car-sharing. A GTP correlates with the school's overall aspirations and is a document that is monitored and reviewed annually.

### 1.4 Why is a Green Travel Plan Required?

Development of a Green Travel Plan is widely accepted as one of the best ways to increase active travel around schools. A successful Green Travel Plan offers many benefits for the school community, including:

- > Improving social interaction by walking and/or cycling with other students;
- > Assisting schools to implement any health, fitness, and wellbeing programs;
- > Improving safety around the school by reducing traffic and local road congestion;
- > Improving the environment by reducing air pollution from private vehicles;
- > Creating opportunities for healthier lifestyles and more vibrant, cohesive, and accessible communities; and
- > Providing student leadership opportunities.

It is likely that students with a good understanding of active and sustainable modes of transport will follow a healthy and active lifestyle in their adult lives. This will create a generation of professionals who will care about the environment and prioritise location and lifestyle over car ownership.

An effective GTP can offer many benefits such as reduced parking costs, fewer congestions on the public road networks, health and environmental benefits which generally result in a healthier and happier school with fewer sick days for staff and students.

### 1.5 Green Travel Plan Process

1. Understanding Existing Travel Patterns and Infrastructure: Background information is collected about the existing site, such as:
  - a. Existing travel patterns;
  - b. Local public transport facilities;
  - c. Walking routes; and
  - d. Cycling facilities.
2. Setting Achievable Targets: With reference to the existing conditions, a range of targets should be developed to meet the aims of the plan. The targets would involve: reducing private vehicle mode share, and reducing the vehicle kilometres travelled.
3. Developing Actions: A range of actions have been developed to facilitate meeting the targets. For each action, a measurable outcome has been identified.
4. Monitoring and Revision: It is intended that this plan is updated every 12 months with the targets and actions reviewed.

### 1.6 Responsibilities

The implementation of this GTP will require a formal Travel Plan Coordinator (TPC) who will have responsibility for further developing, implementing, and monitoring the GTP for the first 12 months after the project handover. After 12 months the person responsible for the overall implementation and evaluation of this plan shall be the school principal.

## 1.7 Evidence of Consultation

In the preparation of this GTP, the following communications have been made with the following key stakeholders.

- > Samuel Gilbert Public School
- > Transport for NSW (TfNSW)
- > Hills Shire Council

Consultation record with the key stakeholders are included in **Appendix C**

## 2 Site Conditions

### 2.1 Site Location

The subject site is located in the north-western corner of Gilbert Road and Ridgecrop Drive, Castle Hill. The site is located approximately 40 kilometres (km) North West of the Sydney Central Business District (CBD), approximately 13km north of Parramatta CBD and approximately 4km North West of Castle Hill town centre.

The site is located in an urban residential area, characterised by predominantly low-density residential building forms and land uses. The land to the north-east of the site contains a Council recreation reserve and car park. Land to the east of the site contains the Knightsbridge shopping centre and child care centre. The remaining surrounding land contains houses.

**Figure 2-1** shows the local site context for Samuel Gilbert Public School.

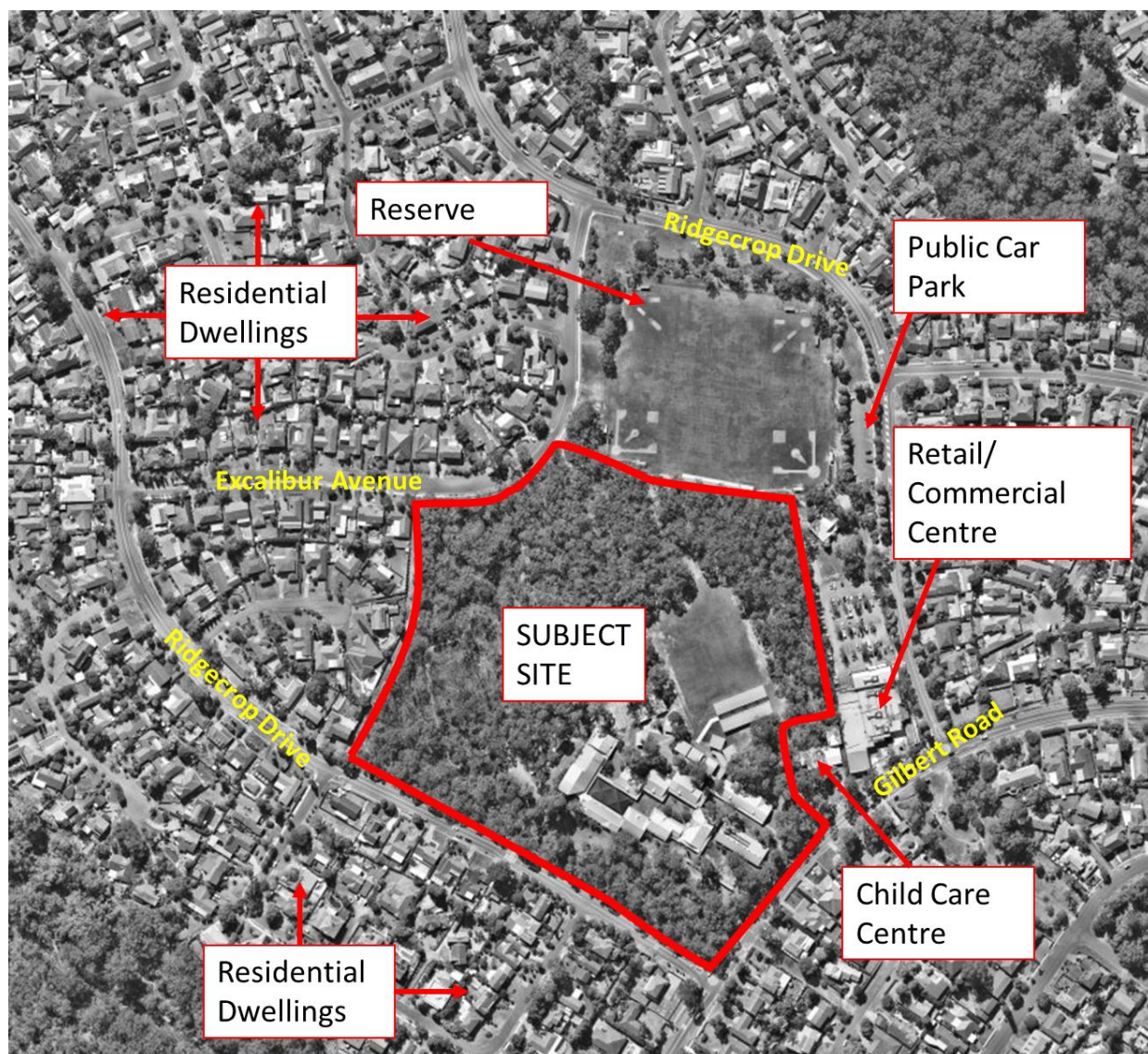


Figure 2-1 Subject Site

### 2.2 Existing Road Network

The network of roads within the study area support pedestrians, cyclists, buses, and general traffic. Roads are managed by an administrative framework of state, regional and local road categories. Classification is based on each road's connectivity and importance to the broader road network. State roads are managed and funded by Transport for NSW, and regional / local roads are managed and funded by Council. Roads that have a high freight task are generally assigned a state road classification. Regional roads perform an

intermediate function and due to their network significance, Transport for NSW provides financial assistance to councils for the management of their regional roads.

Key roads within the study area are listed in **Table 2-1**.

Table 2-1 Key roads within the study area

Key road	Configuration	Classification	Speed limit (km/h)
Gilbert Road	12m wide carriageway accommodating one through lane of traffic in each direction in conjunction with a parking lane adjoining both sides of the road. 8t load limit applies for Gilbert Road.	Local	50 (school zones apply)
Ridgecrop Drive	12m wide pavement servicing one through lane of traffic in each direction in conjunction with parallel parking along both kerb alignments.	Local	50 (school zones apply)
Excalibur Avenue	10m wide pavement servicing one through lane of traffic in each direction in conjunction with parallel parking along both kerb alignments.	Local	50

## 2.3 Existing Public Transport Service

### 2.3.1 Student Transport Subsidies

#### *School Student Transport Scheme*

The School Student Transport Scheme (SSTS) provides eligible school students with free or subsidised travel from home to school. The scheme includes free travel to and from home and school on approved public transport services during school term with a School Travel Pass.

An online application form must be completed. School Travel Passes are issued by Transport for NSW under the SSTS, in the form of a School Opal card. Students in Years K-2 are eligible for a School Travel Pass with no minimum walking distance. Students in Years 3-6 are eligible for a School Travel Pass if the straight-line distance from their home address to school is more than 1.6 kilometres, or if the walking distance from home to school is 2.3 kilometres or further. Students within this zone may be eligible for a School Term Bus Pass (see below).

Further information is available at the following link: <https://apps.transport.nsw.gov.au/ssts/>

Eligibility for the SSTS generally only applies to students living outside the labelled zone. For more detailed information (or for the details on the walking distance to the School), parents and students should seek further advice.

#### *School Term Bus Pass*

Students who are ineligible for free travel may be eligible from a School Term Bus Pass. The current cost is \$55 per term. School Term Bus Passes are issued by Transport for NSW under the SSTS, in the form of a School Opal card.

Students in Years 3-6 are eligible to buy a Pass if the straight-line distance from their home address to school is less than 1.6 kilometres.

Further information is available at the following link: <https://apps.transport.nsw.gov.au/ssts/#/termBusPass>

### 2.3.2 Bus Service

A range of bus routes provide access to the school, including public bus services and dedicated school bus services. Bus stops are located along both sides of Ridgecrop Drive also, bus stops are provided along both sides of Gilbert Road, approximately 50m to the north of the site, in the immediate vicinity of Knightsbridge Shopping Mall.

Hill bus operates the following bus services in the Morning and Afternoon:

#### Morning

- > Route 603 – Operates between Parramatta and Rouse Hill via Glenhaven
- > Route 3062 – St Angela's PS to Marian College via The Hills Grammar School

> Route 3004 –Oakhill College to William Clarke College via Samuel Gilbert PS

Afternoon

> Route 3610 – Samuel Gilbert PS to Old Northern Rd after Glenhaven Rd

> Route 2550 – Samuel Gilbert PS to Castle Hill

> Route 2578 – St Bernadettes PS to Green Rd after Eric Cooper Dr

The details of the bus services are provided in **Table 2-2**.

Table 2-2 Bus routes servicing Samuel Gilbert Public School

Route no.	Route Name	Frequency (min)	Pick Up/Drop Off Time	Key destinations	Bus Stop Location
<b>Public bus services</b>					
603	Rouse Hill Station to Parramatta via Glenhaven	15-30	8.09am, 3.14pm (morning drop off and afternoon pick up)	Castle Hill, Kellyville, Glenhaven, Parramatta	Gilbert Road, Ridgecrop Drive
<b>Dedicated school bus services</b>					
2550	Samuel Gilbert Public School and Castle Hill	*	3.14pm (afternoon pick up)	Samuel Gilbert Public School, Castle Hill	Gilbert Road, Ridgecrop Drive
3610	Samuel Gilbert Public School and Old Northern Road after Glenhaven Road	*	3.05pm (afternoon pick up)	Samuel Gilbert Public School, Glenhaven	Ridgecrop Drive
2578	St Bernadettes PS to Green Rd after Eric Cooper Dr	*	3.30pm (afternoon pick up)	Samuel Gilbert Public School, Castle Hill	Gilbert Road, Ridgecrop Drive
3062	St Angela's PS to Marian College via The Hills Grammar School	*	8.21am (morning drop off)	Samuel Gilbert Public School, Hills Grammar School, William Clarke College	Gilbert Road, Ridgecrop Drive
3004	Oakhill College to William Clarke College via Samuel Gilbert PS	*	8.12am (morning drop off)	Samuel Gilbert Public School, Oakhill College, Castle Hill	Gilbert Road, Ridgecrop Drive

\* coinciding school time

The public transport networks are mapped in **Figure 2-2**.

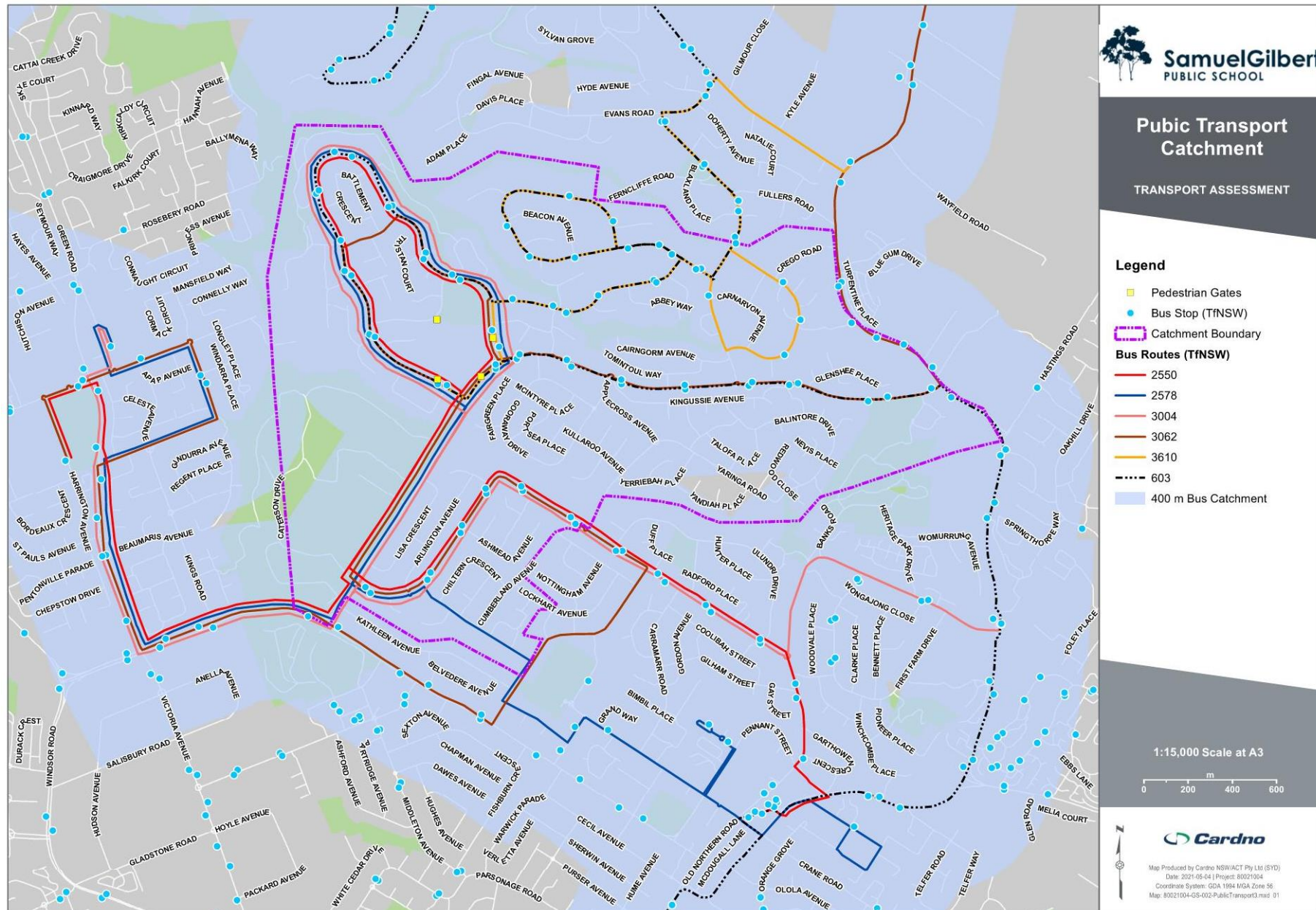


Figure 2-2 Bus Routes

The percentage of existing students within the catchment of the bus routes are shown in **Table 2-3** below.

Table 2-3 Summary of Students Living in Bus Catchment

Catchment	Number of Students	% of Students	Cumulative %
400 m	411	55%	55%
400-800 m	115	15.4%	71%
800-1200 m	174	23.3%	94 %
Outside 1200 m	46	6.16%	100%

Hence **Table 2-3** shows that more than half of the existing students are within the 400m catchment of the bus routes.

## 2.4 Walking and Cycling

The pedestrian network in the vicinity of the school is composed of footpaths and crossings along with the road network. Pedestrians are supported with the following infrastructure in the vicinity of the subject site

- > Footpaths are provided along both sides of Gilbert Road and Ridgecrop Drive;
- > A midblock pedestrian crossing is provided within Gilbert Road approximately 20m to the north of its southernmost roundabout junction with Ridgecrop Drive
- > A pedestrian refuge is provided within the splitter island of the western approach of the southernmost junction of Gilbert Road and Ridgecrop Drive; and
- > A raised wombat pedestrian crossing is provided across Ridgecrop Drive, approximately 50m west of its easternmost junction with Galahad Crescent.

Pedestrian infrastructure surrounding the subject site is shown in **Figure 2-3**.

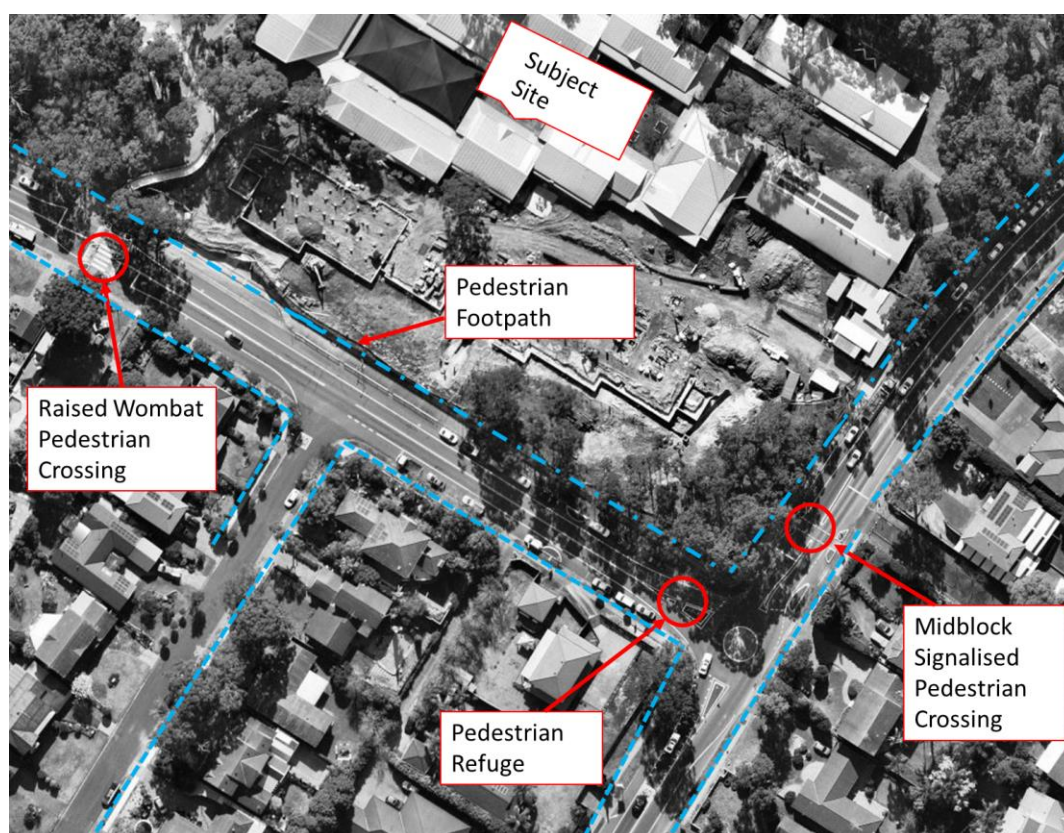


Figure 2-3 Pedestrian Infrastructures

400 m, 800 m, 1200 m and 2300 m walking catchments from the school pedestrian entries are shown in **Figure 2-4**.

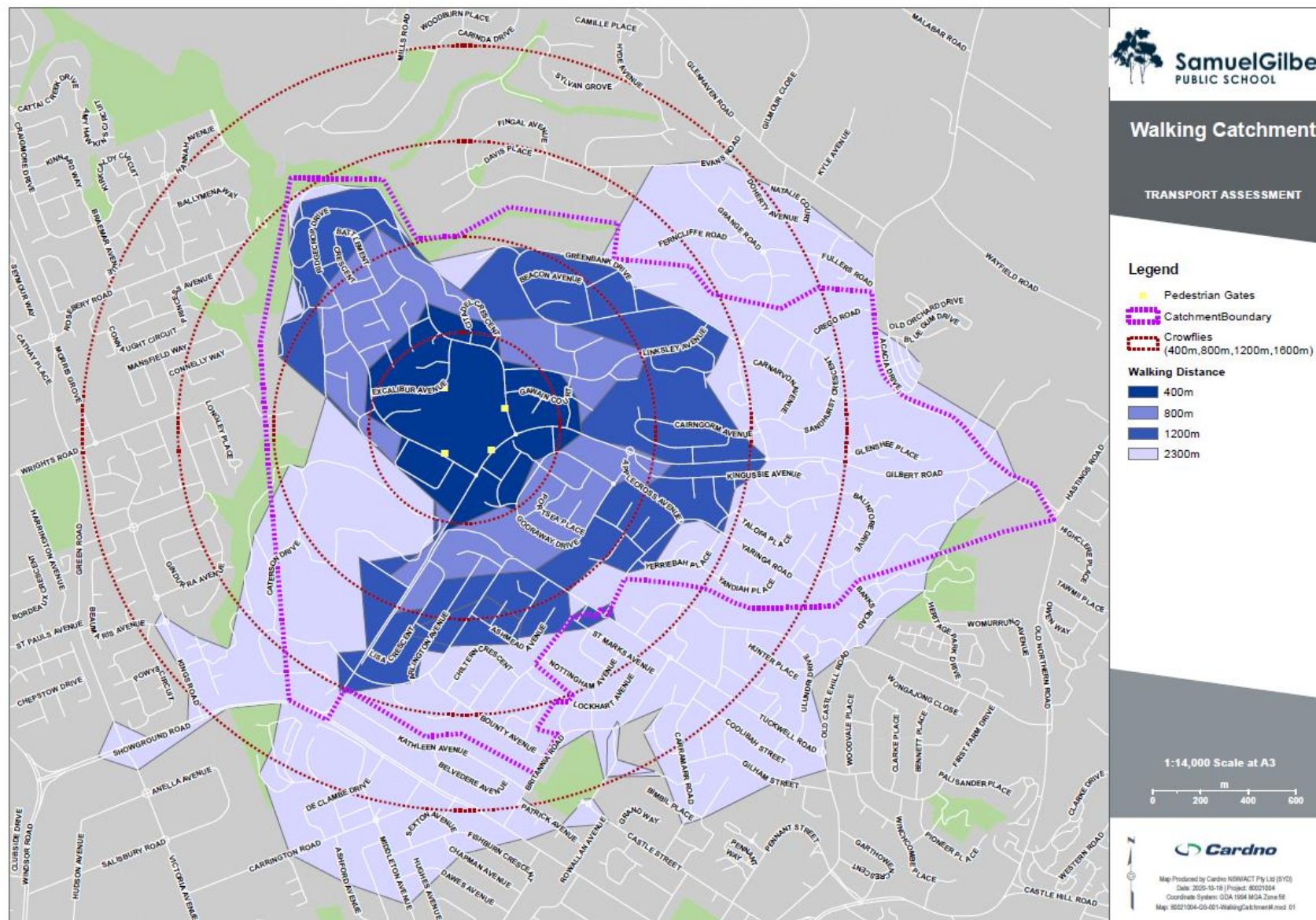


Figure 2-4 Walking Catchment Map

The percentage of existing students within the catchment of the walking distance are shown in **Table 2-4** below.

Table 2-4 Summary of Students Living in Walking Catchment

Catchment	Number of Students	% of Students	Cumulative %
400 m	75	10.1%	10.1%
400-800 m	122	16.4%	26.4%
800-1200 m	171	22.9%	49.3%
1200 m -2300m	203	27.2%	76.5%
Outside 2300	175	23.5%	100.0%

Hence **Table 2-4** shows that 10% of the existing students are within 400m walking catchment of the school.

The school is located within a well-connected bicycle network. The cycling infrastructure near Samuel Gilbert Public School is shown in **Figure 2-2**.

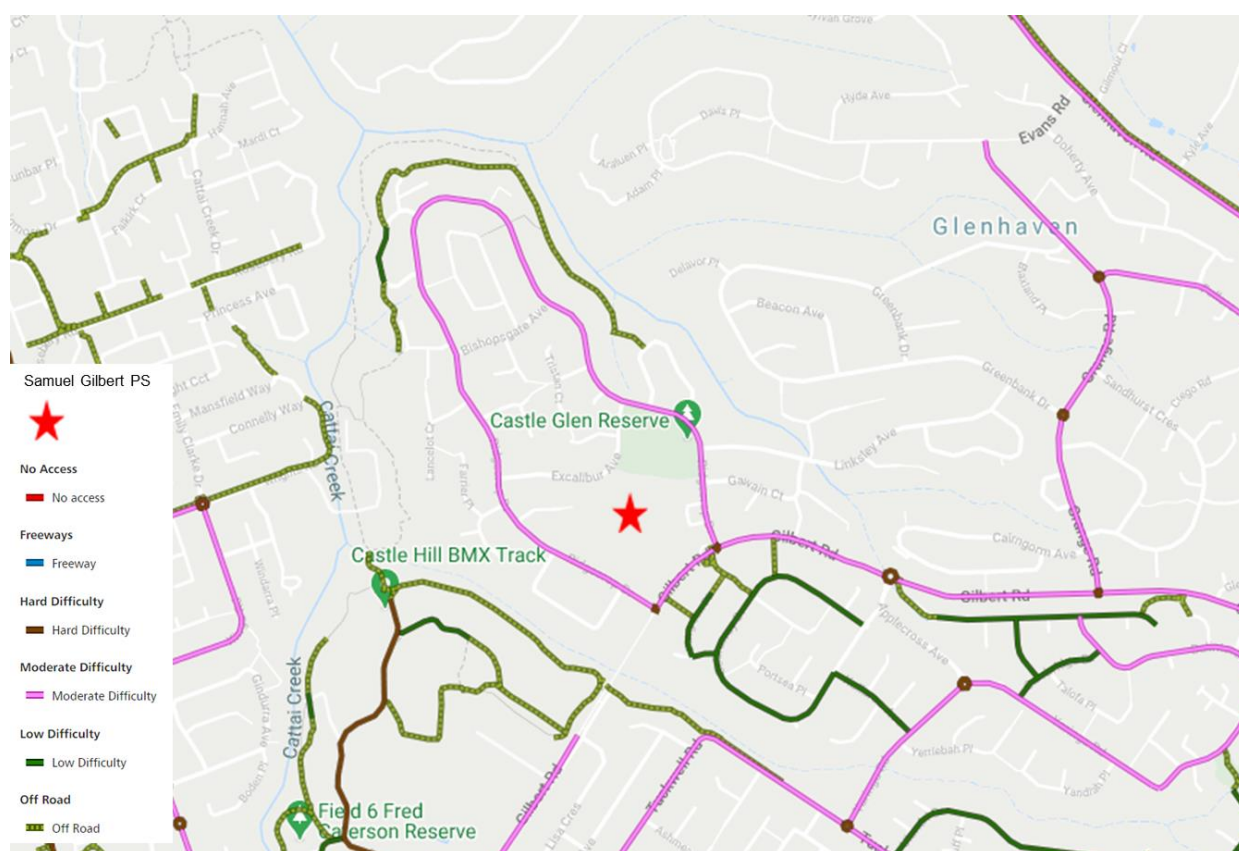


Figure 2-5 Cycling Infrastructure

Source: TfNSW Cycleway Finder, [https://www.rms.nsw.gov.au/maps/cycleway\\_finder](https://www.rms.nsw.gov.au/maps/cycleway_finder), viewed 08/09/2020

Also, reference had been made to Hills Shire Track and Trail program provides walk and cycling trail nearby the School along Fred Caterson and Bernie Mullane Reserves shown in **Figure 2-6**

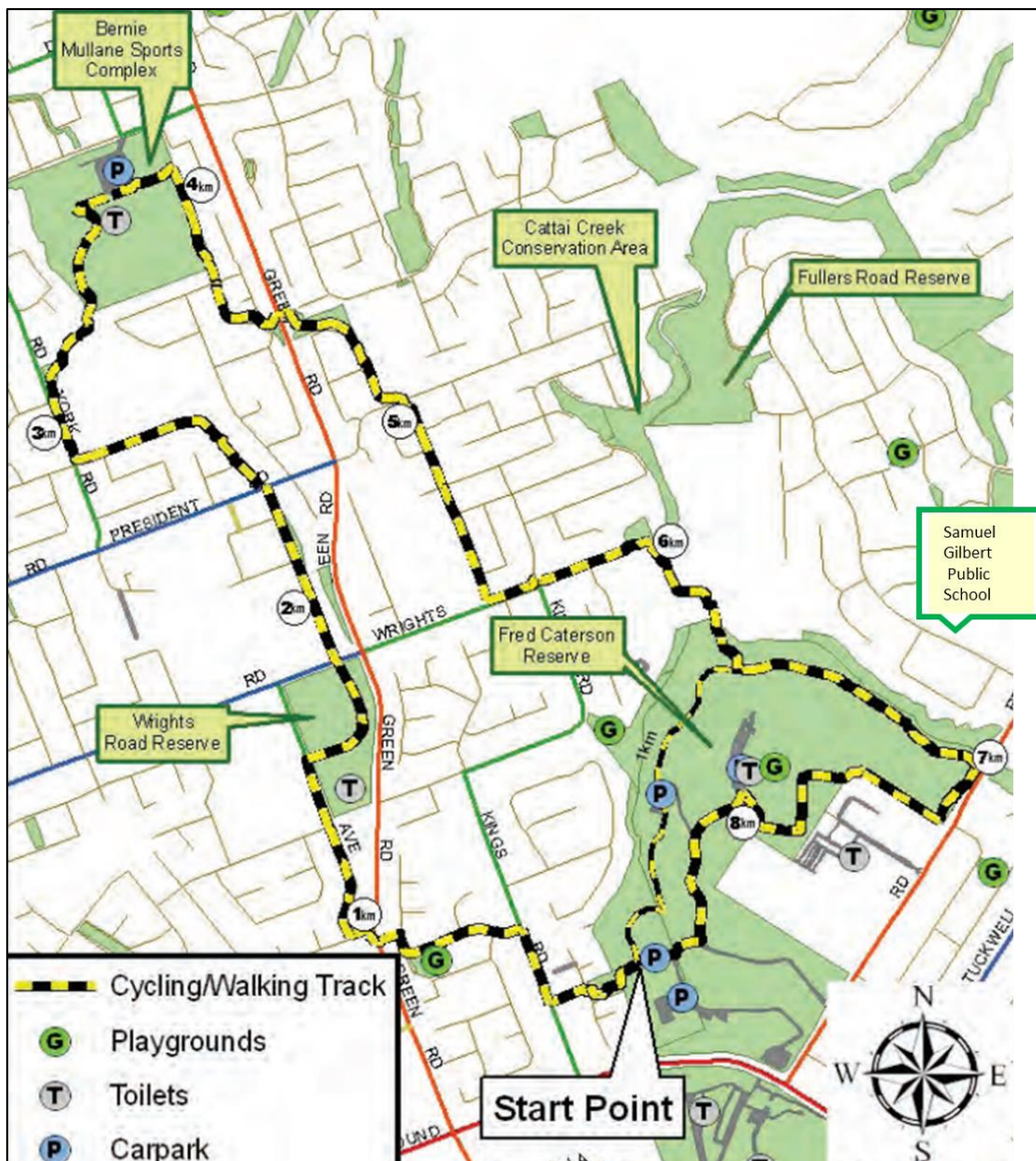


Figure 2-6 Walking and Cycling Trail

The Hills Shire Council places significant importance on developing a connected city that emphasises the use of active transport modes. Its bike plan was reviewed in 2009 and cycling infrastructure is continuing to be delivered.

Based on desktop review the footpath surrounding the subject site is shown in **Figure 2-7**. Also it should be noted that an underpass connects the Lions Park and the Knightsbridge shopping centre.



Figure 2-7 Pedestrian Footpath

**Figure 2-7** shows that there are opportunities to improve the opportunities to improve pedestrian connection especially along Fairgreen Place and Cansdale Place especially connecting with other existing paths crossing Castle Hill Lions Park.

## 2.5 Car Parking

The school site currently contains 34 on-site car parking spaces. The development proposes an additional four-car parking space on-site, resulting in a total of 38 on-site car parking spaces.

The locations of the existing and proposed car parking spaces are provided in **Figure 2-8**



A site visit was undertaken on 17 August 2020. The purpose was to observe transport-related behaviour on-site and surrounding the school during the afternoon period. Observations are summarised below.

Parents/carers were observed to wait in the footpaths around the school pedestrian access points as shown in **Figure 2-7** to collect children. There is an existing tree canopy in the footpath around the school access points which provides shading as well as a cooler and greener environment.

### Bus Stops

Bus stops were observed to be located along both sides of Ridgecrop Drive and also along both sides of Gilbert Road. The bus stops at Ridgecrop Drive provided seating arrangements also the bus stops on Gilbert Road were observed to provide both seating and shelter arrangement.

## 2.7 Existing Transport Mode Share

### 2.7.1 Student Travel Survey

An online questionnaire was prepared for the students and distributed by the school. The survey was available for September 2020 and 133 parents completed the questionnaire representing 205 students out of existing 780 students. The overall student travel survey result is provided in **Appendix E**.

The results of this are outlined in Table 2-5.

Table 2-5 Parents Current Mode Share

Mode	Morning	Afternoon	Average
Private Vehicle-dropped off/picked up	56%	42%	49%
Private Vehicle-parked and accompanied to school grounds	24%	32%	28%
School Bus	0%	2%	1%
Public Bus	0%	0%	0%
Walked	14%	18%	16%
Cycle or Scooter	5%	5%	5%
Other	1%	1%	1%

Survey results indicated a high car mode share and low public transport mode share for parents. The reasons for travelling by car were identified in Figure 2-9.

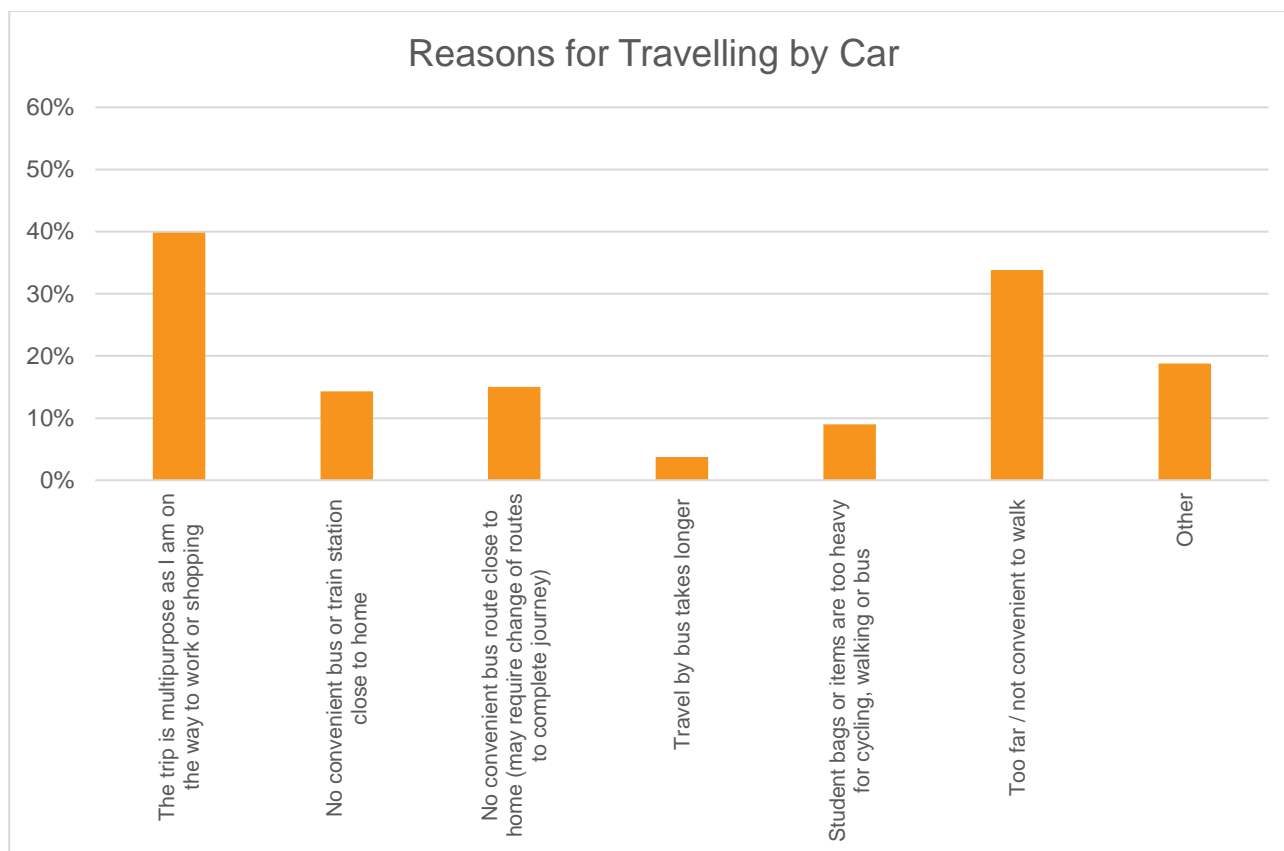


Figure 2-9 Reasons for Travelling by Car

**Figure 2-9** highlight the main reasons that parents drove to school it was because of their school trip being linked to their work trip or shopping followed by the school being too /not convenient to walk.

## 2.7.2 Staff Travel Survey

The questionnaire survey was completed by 34 staff. The survey was made available over the same period as the student survey. The results of the survey are outlined below. The overall staff travel survey results are provided in **Appendix E**

Table 2-6 Staff Current Mode Share

Mode	Morning	Afternoon	Average
Private Vehicle-as passenger(drop off/pick up)	0%	0%	0%
Private Vehicle-as passenger(with other staff member)	0%	0%	0%
Private Vehicle-Driver	94%	94%	94%
School Bus	0%	0%	0%
Public Bus	0%	0%	0%
Walked	3%	3%	3%
Cycle	0%	0%	0%
Other <sup>(1)</sup>	3%	3%	3%

Notes: (1) The recorded "other" utilises a range of modes depending on car availability and day.

### 3 Mode Share Targets

Mode share targets are established below based on combination of the student travel responses and staff travel responses, in conjunction with information with respect to place of residence. To evaluate the success of a GTP, there is the need to monitor the GTP policy and measures at regular intervals or when events / decisions occur that require a change in the policy.

#### 3.1 Student Mode Share

Mode share targets for students of Samuel Gilbert Public School have been developed by using the existing mode share as a base and shifting it towards more sustainable travel modes. The mode share targets are shown in **Table 4-3**.

Table 3-1 Student mode share target

	Walk only	Bicycle	Bus	Private Vehicle
Existing (2020)	16%	5%	1%	78%
Proposed	25%	10%	7%	58%
Shift required	↑ 9%	↑ 5%	↑ 6%	↓ 20%

The target mode share aims for a decrease in private vehicle modes and an increase in walk and bus modes. The target is set based on the current overlay of students within walking and bus catchments.

Given most of the student cohort exists, the target mode shifts could be achieved within the first 2-3 years of implementation.

#### 3.2 Staff Mode Share

Mode share targets for the staff of Samuel Gilbert Public School have been developed by using the existing mode share as a base. The mode share targets are shown in **Table 3-2**.

Table 3-2 Staff mode share target

	Walk only	Bicycle	Bus/Train	Private Vehicle as a passenger	Private Vehicle as Driver
Existing (2020)	3%	0%	0%	0%	97%
Proposed	5%	3%	5%	5%	82%
Shift required	↑ 2%	↑ 3%	↑ 5%	↑ 5%	↓ 15%

The target mode share for staff aims for a decrease in private vehicles as a driver to encourage staff to travel in groups with other staff and an increase in walk and bus modes. The shift in private vehicle usage is anticipated to be captured by increased car pooling and walking / cycling.

Similar to the student targets, the target mode shifts could be achieved within the first 2-3 years of implementation as it relies predominantly on carpooling and usage of public transport.

## 4 Proposed Action Items

In order to support the mode shifts identified in **Section 3**, a series of measures should be adopted and implemented to support sustainable travel modes. This often works best with incentives (and disincentives) against the various modes.

### 4.1 Walking

As stated in **Section 2.4** the existing pedestrian connectivity is generally good within the vicinity of the school. The following tasks are recommended to increase walk trips to/ from the school:

#### > Walking School Buses

Activities such as 'walking school buses' where all user groups can be involved in should be promoted. A Walking School Bus is a group of primary school students walking to and from school together as a group, guided by a minimum of two supervising adults. Supervisors can be staff members, volunteers, and parents, and they usually guide the 'bus' with one leading and one bringing up the rear.

During the course of the program, supervisors are expected to model, teach and encourage safe walking habits, including crossing the road at safe locations, stopping at kerbs, and doing safety observation checks (look left-right-left).



[https://education.nsw.gov.au/content/dam/main-education/teaching-and-learning/curriculum/road-safety-education/safe-travel/Walking\\_school\\_bus\\_planning\\_and\\_implementing\\_considerations\\_for\\_schools.pdf](https://education.nsw.gov.au/content/dam/main-education/teaching-and-learning/curriculum/road-safety-education/safe-travel/Walking_school_bus_planning_and_implementing_considerations_for_schools.pdf)

#### > STEPTember

Charity events such as STEPTember are opportunities for students and staff to walk to / from school and achieve walking targets for the charity. An event such as this is for the month of September and provides great opportunity to install long lasting effects of sustainable travel mode. It is noted that this can also be used as friendly competition between schools in the Local Government Area to increase the number of students taking up the challenge.



<https://www.steptember.org.au/>

#### > Walk Safely to School Day (WSTSD)

WSTSD is an annual event for primary school students who are encouraged to walk and commute safely to school

<http://www.walk.com.au/WSTSD/>



#### > Walk to Work Day (WTWD)

Similar to WTSD, WTWD is an annual event for all workers to walk to work, and is promoted by the Pedestrian Council of Australia.

<http://www.walk.com.au/wtw/homepage.asp>



#### > Gamification

Gamification relies on competition and social engagement to influence behaviour.

Games can be used to encourage students to use active and public transport. One such international example which can be used for inspiration is "Beat the Street" which was created by Intelligent Health. The project turns towns and cities into a game where people earn points as they walk, cycle, and run.

<https://www.beatthestreet.me/>

The school could organise a competition between children, classrooms, years. Leaderboards can be compiled at all competition levels where students earn a point for using and promoting active transport with low-cost rewards like stickers.

> **Engagement with parents and carers**

Parents and carers are the key decision-makers for how children travel to school. School should involve and engage parents to promote walking and cycling to school as an opportunity to stay active themselves. Parent/carer workshop could be an opportunity to initiate the discussion for active travel to school.

- > Students could also be involved in creative classroom activities to document their travel to school. The school could set a 'Walk with a parent' homework activity where students go for a walk to school with their parent or carer and then write about it with photos, stories, and maps from their trips to the school. The student's creativity could then be displayed on the notice board or newsletters.

The school travel coordinator should regularly keep the school community informed of the above events to promote walking as a feasible mode.

As shown in **Figure 2-7** there are opportunities to improve pedestrian connection especially along Fairgreen Place and Cansdale Place connecting with other existing paths crossing Castle Hill Lions Park.

The provisions of a pedestrian footpath to improve walking opportunities in Fairgreen Place and Cansdale Place and Kullaroo Avenue as shown in **Figure 4-1** should be investigated by TPC in consultation with council

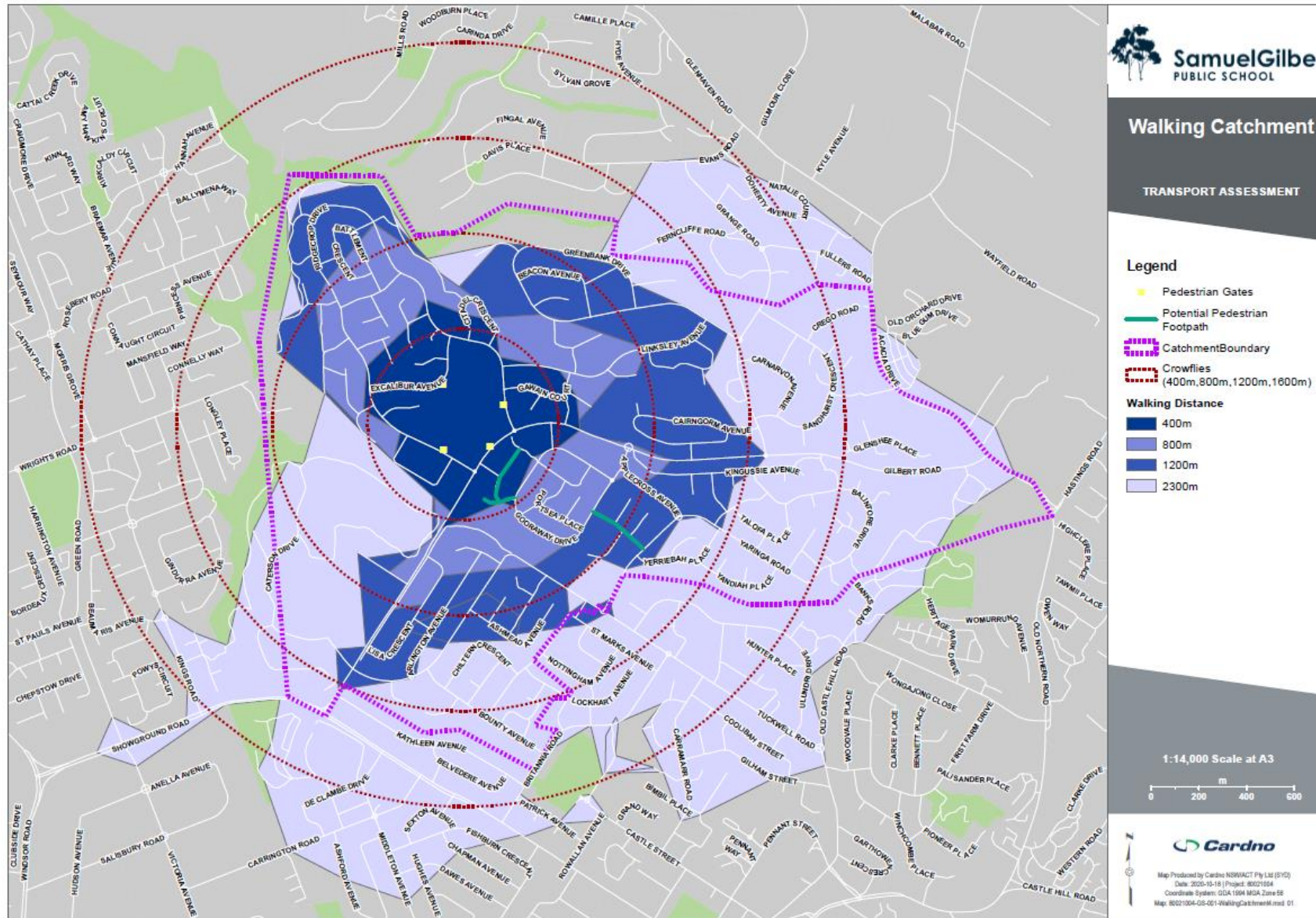


Figure 4-1 Improved Pedestrian Opportunities

## 4.2 Cycling

The school should promote cycling in similar fashion to walking as listed previously. There are a number of events and incentives that could be promoted:

### > Ride2School

Ride2School day is a national event held annually and includes competition and awards (e.g. Ride2School day 2021 includes the potential to win a new bike).



### > Riding Groups

Similar to a walking school bus, the same type of group can be formed for students and staff who wish to cycle to / from school. By pairing students together can assist in breaking down fears of cycling alone, improve safety awareness as a group and encourage others to join.

A cycling school bus is a group of primary school children who ride bicycles (or another wheeled device) to and/or from school along a set route, accompanied by supervising adults. One adult 'drives' at the front of the 'bus' while another adult supervises at the rear of the 'bus'. The cycling school bus picks up 'passengers' at designated 'cycling bus stops' on the way to and/or from school.



### > Riding Skills

To promote cycling as a preferred transport mode, the school can hold courses / skill events for students and staff. There are many cycling groups / clubs who could assist in teaching skills as well as many nearby public tracks that could be used for more adventurous learning.

### > End-of-trip Facilities

A barrier to promoting cycling as a preferred mode is the lack of quality end-of-trip facilities. As part of the school upgrade, bicycle racks will be provided to assist in the storage of bicycles along with shower and locker facilities.

The end of trip facilities proposed as a part of the school upgrades consists of 60 secure bike racks, student shower and staff shower. The location is shown in **Figure 4-2**.

The bicycle parking should be appropriately signed, both at and on approach to the parking facilities (wayfinding) as this will ensure that it is easy to find, which helps promote the facility.

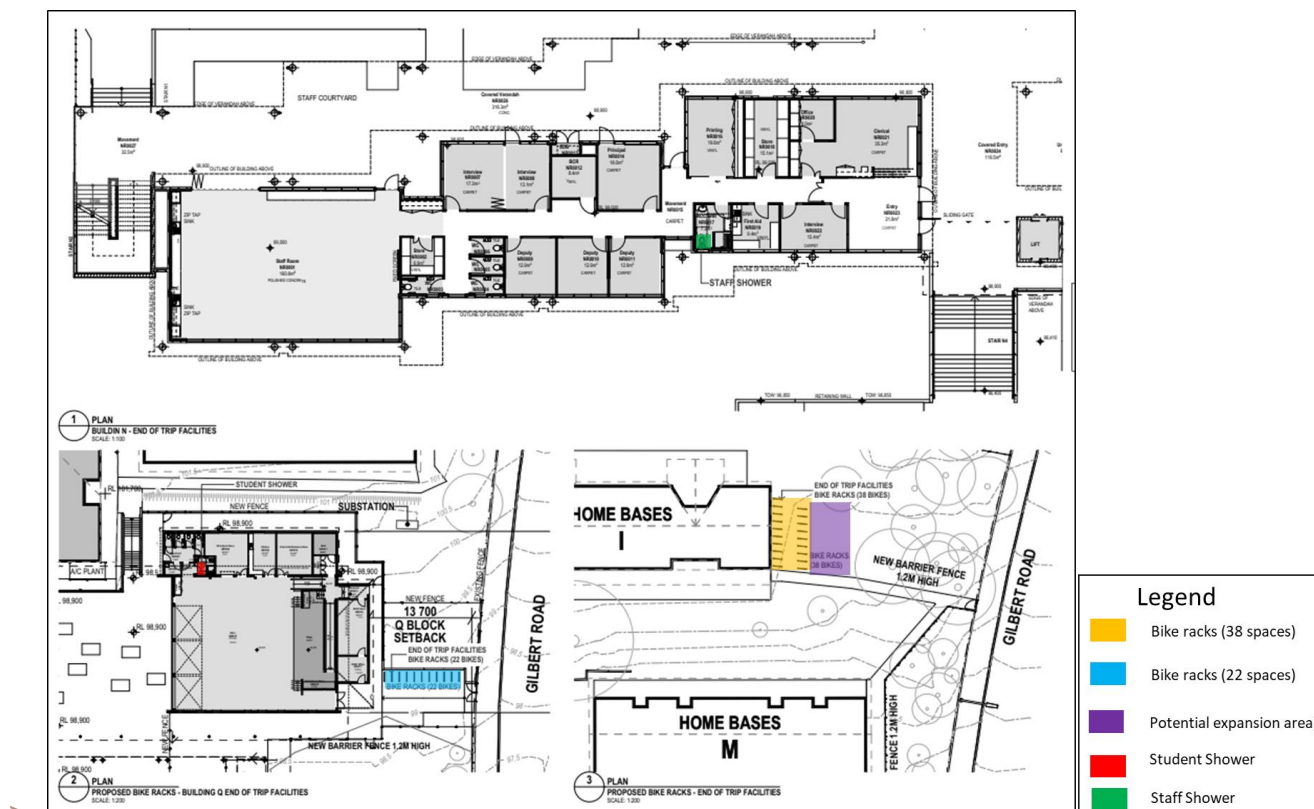


Figure 4-2 End of trip facilities

- > Further to this, the school travel coordinator could review school additional end of trip amenities to encourage staff to cycle from larger distances. This was identified as one means to shift transport mode amongst staff members. The school travel coordinator should also review expanding the bike parking when required;
- > Information regarding appropriate cycling routes to the school campus could be provided to the staff members to better information about the many dedicated cycling facilities;
- > **Electric Mobility**  
In order for promote active transport for staff who live far from work e- bikes should be promoted and secured parking should be provided for personal mobility electric devices along with charging facilities. Salary sacrifice option for e-bike purchase could be considered for staff.
- > School should consider providing good quality subsidised panniers for staff and students to improve the experiences of riding to school and ability to carry required equipment, particularly through hilly terrain and on hot days

### 4.3 Public Transport

To increase the public transport uptake the following measures could be considered:

- > A comprehensive map of the available public transport network, timetables and private bus services could be prepared showing the nearby bus stops and train station with appropriate walking routes.
- > The school could also consider the provision of Opal Cards as part of their salary package to facilitate travel for staff. Opal is the smartcard ticketing system used to pay for travel on public transport in Sydney, the Blue Mountains, Central Coast, the Hunter and the Illawarra. Also, contactless payments can be used as an alternative to travelling with an Opal card. Contactless is a quick and easy way to pay for trip on public transport on the Opal network. American Express, Mastercard or Visa credit or debit card or a linked device, can be use it to pay for travel by tapping on and tapping off at Opal readers.
- > The School Student Transport Scheme (SSTS) provides eligible school students with free or subsidised travel from home to school. The scheme includes free travel to and from home and school on approved public transport services during school term with a School Travel Pass.

An online application form must be completed. School Travel Passes are issued by Transport for NSW under the SSTS, in the form of a School Opal card. Students in Years K-2 are eligible for a School Travel Pass with no minimum walking distance. Students in Years 3-6 are eligible for a School Travel Pass if the straight-line distance from their home address to school is more than 1.6 kilometres, or if the walking distance from home to school is 2.3 kilometres or further. Students within this zone may be eligible for a School Term Bus Pass (see below).

Further information is available at the following link: <https://apps.transport.nsw.gov.au/ssts/>

- > **School Term Bus Pass.** If students live within the Opal network and don't qualify for free school travel, they may be able to buy a School Term Bus Pass. A School Term Bus Pass offers discounted travel on buses between home and school for the whole school term. It is not available for non-bus modes of transport (e.g. Light Rail).

A School Term Bus Pass is valid for travel between home and school on school days only, via the most direct route. Also, it should be noted that It is only valid for one bus operator.

Further information is available at the following link: <https://apps.transport.nsw.gov.au/ssts/#/termBusPass>

## > Excursions

- > Public transport should be used for school excursions, wherever appropriate including the Metro. The metro should be contacted regarding the arrangements for any excursions. Excursion travel on public transport will also help to familiarise students with the public transport system, options, and operations, and encourage them to use it in their daily travel

## > Transport Access Guide

Users often face difficulties in using sustainable travel modes due to a simple lack of awareness of their travel options. If these options can be presented to users in an easy to understand format, they may be more likely to change their travel behaviours. A brochure has been developed (known as a Transport Access Guide, or 'TAG') which provides information on bus routes and active transport facilities near the school. The TAG can easily be given to staff, students, and parents (including as part of the orientation pack), and will be uploaded to the school website to provide information for visitors.

 Students and Staff Members within 800 m radius from the school are encouraged to walk. The school is located in a low-density residential area with good pedestrian facilities. Footpaths are provided along both sides of Gilbert Road and Ridgeway Drive

 Cycling might be an option if you are located within 2km from the school. There are on-road and off-road in the vicinity of the school. In NSW cyclist under the age of 16 and adults (accompanying these children) are allowed to ride on footpaths. Students living within 2km from school are encouraged to cycle to school. Bicycle parking racks and shower facilities are available for cyclists Samuel Gilbert PS

 If you do drive, plan your journey. Consider parking away from the school and walking or scooting the last 100m. There is a school drop-off/pick-up (DOPU) zone which is located on Ridgeway Drive and has capacity for 4 parallel parked vehicles

 The closest Metro Station from the School is Hills Showground which is served by Metro North West Line services.

**B** You can catch one of the many bus lines servicing Samuel Gilbert Public School. Bus stops are located along both sides of Ridgeway Drive also, bus stops are provided along both sides of Gilbert Road, approximately 50m to the north of the site, near Knightsbridge Shopping Mall.

Route	Time	Coverage
603	8.09am, 3.14pm	Rouse Hill Station to Parramatta via Glenhaven
2550	3.14pm	Samuel Gilbert PS and Castle Hill
3610	3.05pm	Samuel Gilbert PS to Old Northern Rd after Glenhaven Rd
2578	3.30pm	St Bernadettes PS to Green Rd after Eric Cooper Dr
3062	8.21am	St Angela's PS to Marian College via The Hills Grammar School
3004	8.12am	Oakhill College to William Clarke College via Samuel Gilbert PS

# TRANSPORT ACCESS GUIDE

## Samuel Gilbert Public School










**Samuel Gilbert**  
PUBLIC SCHOOL

Ridgeway Dr, Castle Hill NSW 2154  
[samuelgilb-p.school@det.nsw.edu.au](mailto:samuelgilb-p.school@det.nsw.edu.au)

- > Consult with TfNSW to investigate the provision of a potential school bus from the south of Showground Road via Middleton Road to school as shown in **Figure 4-3**.

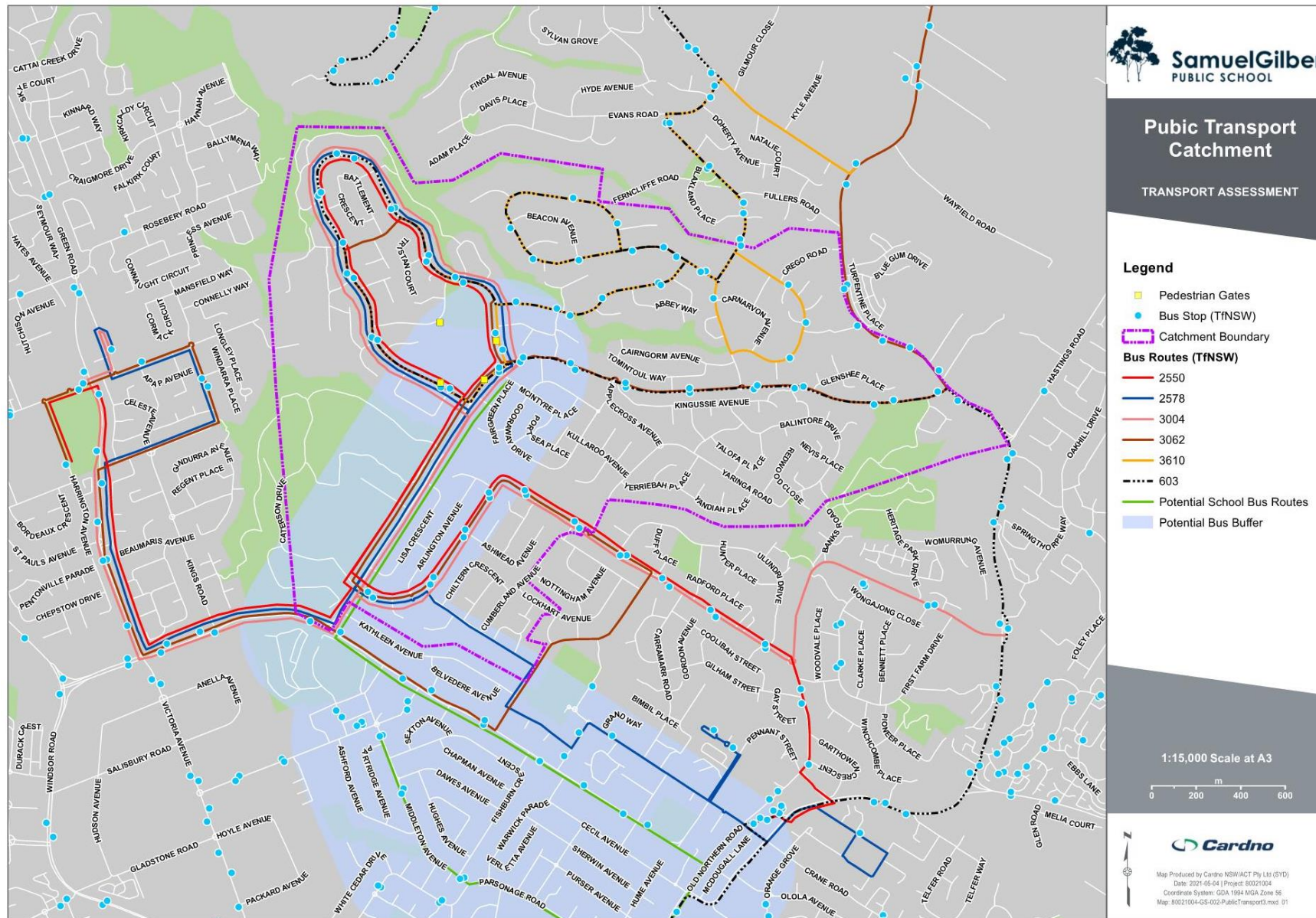


Figure 4-3 Improved Bus Services

### 4.3.2 Carpooling

Staff and parents / carers are encouraged to carpool for their trips to and from the school. This will achieve the desired effect of reducing trips and easing congestion wherever possible. The following car be development as part of a travel plan and can be further refined by the school by the school travel coordinator:

- > Database which houses addresses / postcodes of family and staff who drive to and from school. This can inform the organisation of carpooling groups.
- > Provide SMS / contact protocols for parents and staff to organise carpooling and drop-off / pick-up times.
- > School to regularly monitor parents and staff involvement in carpooling to ensure that the needs of the multiple family groups can be achieved and does not “fall down” due to one person’s non-involvement / commitment.
- > Providing dedicated car-pooling car parks within the 38 on-site car parking spaces.

The existence of the car-pooling system / forum could be provided in school annual reports, other brochures, and social media which is an effective publishing tool.

## 4.4 Actions & Responsibilities

The key strategy and framework action table are summarised in **Table 4-1**. It should be noted that the below details will be updated as required. However, it is emphasised that the availability of the suggested strategies is a key factor in influencing travel patterns.

The implementation of this GTP will require a formal Travel Plan Coordinator (TPC) who will have responsibility for further developing, implementing, and monitoring the GTP for the first 12 months after the project handover. After 12 months the person responsible for the overall implementation and evaluation of this plan shall be the school principal.

Table 4-1 Year 1 Framework Action Table

Item	Action	Responsibility
Walking	Advertisement and take-up of Walking School Buses.	Travel Plan Coordinator
	Advertisement and take-up of STEPtember and similar charitable programs	Travel Plan Coordinator
	Advertisement and take-up of Walk Safely to School Day.	Travel Plan Coordinator
	Advertisement and take-up of Walk to Work Day	Travel Plan Coordinator
	Consult regarding provision of footpaths to provide “missing links”	School advocacy to Council
Cycling	Provision of bicycle racks	School
	Provision of change room facilities for staff	School
	Advertisement and take-up of Ride2School day	Travel Plan Coordinator
	Advertisement and take up of rider training courses	Travel Plan Coordinator
Public Transport	Consider providing Opal card incentives to staff as part of salary package.	School
	Consult regarding Provision of extended / additional bus routes	School advocacy to Council / TfNSW
Car	Carpooling registration forum	Travel Plan Coordinator
Additional Items	Provide staff and students up-to-date information on bus and train scheduling, walking routes and groups in the region and advocacy of sustainable transport modes	Travel Plan Coordinator

	Review and monitoring at an initial 3-month period and then annually thereafter	Travel Plan Coordinator
	Set up governance arrangement with Council, Bus providers, TfNSW and School to review and address school transport planning issues (same committee for OTAMP and TPMP issues).	Travel Plan Coordinator

## 5 Other Resources

### 5.1 Department of Education

The Road Safety Education Program has provided educational resources and professional development to teachers and childhood educators throughout NSW since 1986. It forms part of the formal school curriculum and pre-service training for teachers. Through this program, teachers are provided with professional learning and advice to equip them with the knowledge and skills to teach quality road safety education.

The program is funded by the Centre for Road Safety in government and non-government schools. Road safety is taught in the learning area of Personal Development, Health and Physical Education (PDHPE). All students study PDHPE throughout primary school to Year 10.

Topics covered regarding independent travel include walking to school safely, safety on public transport, always wearing a helmet when riding and skateboarding safely.

Information is also available on the NSW Department of Education website in the following link:

<https://education.nsw.gov.au/teaching-and-learning/curriculum/learning-across-the-curriculum/road-safety-education/safe-travel>

### 5.2 Safety Town

Safety Town is a road safety education resource for teachers, students and families. It provides a variety of interactive learning activities for students from Kindergarten to Year 6. Teachers are provided with comprehensive teaching notes to support the use of the interactive activities, and support learning as part of PDHPE, English and Mathematics.

Information is also available on the NSW Department of Education website in the following link:

<https://www.safetytown.com.au/>



## 6 Monitoring and Review

### 6.1 Purpose

In order for this Green Travel Plan to be effective, it must be reviewed on a regular basis to ensure that the mode splits set out in **Section 3** of this report are being met.

Monitoring will enact the opportunity for introducing new incentives or ways to change the travel decisions being made by students and staff in order to achieve positive outcomes on traffic congestion, road safety, and the environment.

### 6.2 Data Collection

To monitor the effectiveness (or otherwise) of the GTP and target mode shares, it is recommended that travel mode surveys be undertaken either as an online platform (requiring parent responses) or in-class surveys (allowing student involvement in increasing awareness on the impact of their travel mode share), or both depending on the nature of questions (e.g the ability to capture multi-purpose trip responses is more likely to be understood by the parent rather than the student). The interval of the review surveys should allow for sufficient behaviour change and ensure the survey is clear of public holidays or significant events that may alter behaviour.

The survey is to capture student travel and staff travel mode share separately to ensure sufficient detail is captured to inform the decision-making process. A sample travel mode survey is attached in **Appendix A**

### 6.3 Frequency

It is recommended that the review surveys be undertaken within no earlier than 3 months (or 1 term) of the action items being adopted and then regularly at 1 yearly intervals.

The survey is to capture student travel and staff travel mode share separately to ensure sufficient detail is captured to inform the decision-making process.

The purpose of capturing survey responses to enable a review of the GTP and whether or not target mode shares are being achieved. It will enact the opportunity for introducing new incentives or ways to change the travel decisions being made by students and staff in order to achieve positive outcomes on traffic congestion, road safety and the environment.

### 6.4 Communications Plan

When implementing the GTP document, the following shall be considered:

- > SINSW Communications Team to share the GTP with the school community
  - Initially weekly, however adjusting to very brief monthly transport news articles for the Principal to share with the school community. This may also include reference to the TAG, OTAMP, school's Transport Expectations, Road Safety and signing up for the SSTS, bicycle parking areas and how to report transport issues to the Governance Committee along with any other transport related items
- > Governance arrangement with Council, bus operator and TfNSW (to form a Governance Committee) to meet (after an initial inception meeting) quarterly to address and operational issues with the school use of the network
  - The Governance Committee shall be provided with a draft copy of the GTP prior to major updates to ensure that any unknown or unforeseen changes by the most relevant authorities can be incorporated in to the plan if necessary.
  - The Governance Committee shall be provided with a final copy of the GTP when agreed and updated.
- > Data collection and evaluation where necessary, and kept to concise results
  - A review of infractions / non-compliances on the approach to the school site
  - Conduct a travel to school questionnaire
  - Initially monthly, then quarterly report to the Department of Education regarding progress of the GTP (along with other management plans such as the OTAMP and TPMP)

- > Handover plan to train and engage with future SINISW / Department of Education Travel Plan Coordinator, new School Principal and/or member of the Governance Committee.
- > The strategies to communicate the messages related to the GTP include:
  - Transport Access Guide (TAG) on website
  - Monthly transport articles on website, newsletter, notice boards
  - Annual transport summaries for new starter and open day kits

An indicative communication plan for the GTP are highlighted in **Table 6-1**.

Table 6-1 Communication Plan

Initiative	Target Audience	Description (including communication channels)	Ownership	Timeframe
Walking School Bus	Students	Advertisement of Walking School Buses including Class discussion, posters to put on noticeboards & other school spaces	Teachers/ Travel Plan Coordinator/SINISW Comms Team	2 weeks at the start of each term.
STEPtember	Students	Advertisement of STEPtember including Class discussion, posters to put on noticeboards & other school spaces	Teachers/ Travel Plan Coordinator/ SINISW Comms Team	Minimum 2 weeks prior to the event.
	Staff	Advertisement of STEPtember on noticeboards & other school spaces	Principal/ Travel Plan Coordinator/ SINISW Comms Team	Minimum 2 weeks prior to the event
Walk Safely to School	Students	Advertisement of Walk Safely to School including Class discussion, posters to put on noticeboards & other school spaces	Teachers/ Travel Plan Coordinator/ SINISW Comms Team	Minimum 2 weeks prior to the event
Walk to Work Day	Staff	Advertisement of Work Day on noticeboards & other school spaces	Principal/ Travel Plan Coordinator/ SINISW Comms Team	Minimum 2 weeks prior to the event
Ride2School Day	Students	Advertisement of Ride2School Day including Class discussion, posters to put on noticeboards & other school spaces	Teachers/ Travel Plan Coordinator/ SINISW Comms Team	Minimum 2 weeks prior to the event
	Staff	Advertisement of Ride2School Day on noticeboards & other school spaces	Principal/ Travel Plan Coordinator/ SINISW Comms Team	Minimum 2 weeks prior to the event
Learn to Cycle Programs	Students	Advertisement of learn to cycle programs including Class discussion, posters to put on noticeboards & other school spaces	Teachers/ Travel Plan Coordinator/ SINISW Comms Team	Minimum 2 weeks period prior to event
Provide staff and students up-to-date information on bus and train scheduling, walking routes and	All school community	Produce the necessary graphical images for inclusion on SGPS website.	Principal/ Travel Plan Coordinator/ SINISW Comms Team	Updates to occur within a 2-week timeframe when required

groups in the region and advocacy of sustainable transport modes				
Carpooling Registration forum	Staff	Advertise existence of the carpooling system/forum in school website, noticeboards, school annual reports, social media	Principal/ Travel Plan Coordinator/ SINSW Comms Team	2 weeks at the start of each term.
Review and monitoring at an initial 3-month period and then annually thereafter	All school community	Produce the necessary graphical images updates on SGPS website and school newsletters	Principal/ Travel Plan Coordinator/ SINSW Comms Team	Review and monitoring to occur within a 2-week timeframe
Set up a governance arrangement with Council, bus operator, TfNSW and School to review and address operational issues every quarter (same committee for OTAMP items / issues).	All school community	Provide monthly reports with regard to the progress and implemented activities / actions of the GTP.	Principal/ Travel Plan Coordinator/ SINSW Comms Team	Two weeks at the start of each term

APPENDIX

A

EXAMPLE TRAVEL SURVEY

Please read the below before starting the questionnaire: School Infrastructure NSW are conducting this questionnaire to understand how you travel to school. This should take 5 minutes to complete. Please complete the survey by xx/xx/xx. If you have transport feedback for our team, please contact us at _____@.com.au			
required		1 Are you staff, student or parent / carer of a student?	<div> <div>staff-full time</div> <div>staff-part time</div> <div>volunteer</div> <div>student</div> <div>parent / carer</div> </div> <div>[pick one]</div>
required, if this goes to multiple schools, add a drop down with each school participating:		2 Which school do you attend?	[drop down]
optional		3 Which suburb did you travel from on survey day?	[free form]
required	4a	How did you travel to school on the survey day?	<div>drove a car and parked on-site</div> <div>drove a car and parked nearby</div> <div>dropped off (driver did not stay)</div> <div>bus</div> <div>train</div> <div>walked</div> <div>rode a bicycle or other rideable (incl ped scooter, skateboard, rollerblades)</div> <div>motorcycle / motorscooter</div> <div>4b</div> <div>[free form]</div> <div>[pick one]</div>
optional		5 If you travelled by bus, which bus number did you catch?	[free form]
optional		6 If you drove a car, how many passengers were in the car?	<div>0 -- just me</div> <div>1 -- 1 passenger, 1 driver</div> <div>2</div> <div>3+</div> <div>[pick one]</div>
optional	7 (for students)	If you were dropped off by a car, where did the car go next? Please be specific, ie "to work in Parramatta" or "returned	[free form]
optional	7 (for students)	Do you use a different transport mode since Covid-19? If so, how did you travel to school before Covid-19? I	[free form]
optional	7 (for staff)	If you drove, what is your primary reason for doing so?	<div>drove a car and parked on-site</div> <div>drove a car and parked nearby</div> <div>dropped off (driver did not stay)</div> <div>bus</div> <div>train</div> <div>walked</div> <div>rode a bicycle or other rideable (incl ped scooter, skateboard, rollerblades)</div> <div>motorcycle / motorscooter</div> <div>dropping off / picking up child(ren)</div> <div>need the car to drive elsewhere before school (e.g sport, work, an appointment)</div> <div>need the car to drive elsewhere after school (e.g sport, work, an appointment)</div> <div>health reasons</div> <div>convenience</div> <div>lack of transport options (e.g. no bus service or footpath)</div> <div>worried about road safety / busy roads</div> <div>worried about heat / shade</div> <div>worried about weather variation (rain, hail, wind)</div> <div>did not drive</div> <div>other (please specify)</div> <div>before 6:15 am</div> <div>6:15-6:30</div> <div>6:30-6:45</div> <div>6:45-7:00</div> <div>7:00-7:15</div> <div>7:15-7:30</div> <div>7:30-7:45</div> <div>7:45-8:00</div> <div>8:00-8:15</div> <div>8:15-8:30</div> <div>8:30-8:45</div> <div>8:45-9:00</div> <div>after 9:00</div> <div>[pick up to 3]</div> <div>[pick one]</div>
required		8 what time do you arrive at school?	[pick one]

If this is directed at primary school parents, also ask: if you drive your student to school, where do you go next:

- return home
- drive to work
- drive to public transport
- drive to errand(s)
- other

required	9 what time do you leave school?	before 2:45pm 2:45-3:00 3:00-3:15 3:15-3:30 3:30-3:45 3:45-4:00 4:00-4:15 4:15-4:30 4:30-4:45 4:45-5:00 5:00-5:15 5:15-5:30 after 5:30	[pick one]
optional	which measures would encourage you to walk or ride a bicycle more? If you already walk or ride a bicycle -- what measures would you like to see more? Select 2 10 would you like to see more? Select 2	lower speed roads place to store my helmet place to store my scooter / skateboard better lighting more shade more weather protection (eg covered walkways) back up options in case of inclement weather (bus, train or car for rainy days or days when the weather changes) shower / change rooms safe bicycle parking information on safe routes bicycle group so I can ride with others walking group so I can walk with others loan / discount to buy a bicycle / helmet other (please specify)	[pick up to 3]
optional	which measures would encourage you to use public transport? If you already use public transport, what would you like to see cheaper public transport more? 11 more?	more frequent public transport bus route to my neighbourhood improved waiting area at school (shade / weather protection) improved waiting area at home (shade / weather protection) better connections to other transport (train or bus) public transport group so I can ride with others information about public transport other (please specify)	[pick 2]
optional	12 which measures would encourage you to carpool	help finding someone to carpool with reduced parking cost know the driver personally free parking sharing driving responsibility certainty in finding a car space (ie dedicated car space for carpoolers) secure parking a ride home if I needed to assist with a sick child / personal responsibilities other (please specify)	[pick 2]
required	13 any other transport feedback for our team?		[free form]
optional	Do you use the same transport mode to school as you did before COVID-19? 14 before COVID-19?		[any question the principal would like to use this all school opportunity ask / seek an answer]
If you have feedback between questionnaires, please use this link to notify local councils, utilities or other authorities of issues that need addressing in your community. <a href="https://www.snapsendsolve.com/">https://www.snapsendsolve.com/</a>			
landing page following the questionnaire:			

APPENDIX

# B

TRAVEL ACCESS GUIDE



Students and Staff Members within 800 m radius from the school are encouraged to walk. The school is located in a low-density residential area with good pedestrian facilities.

Footpaths are provided along both sides of Gilbert Road and Ridgeway Drive



You can catch one of the many bus lines servicing Samuel Gilbert Public School. Bus stops are located along both sides of Ridgeway Drive also, bus stops are provided along both sides of Gilbert Road, approximately 50m to the north of the site, near Knightsbridge Shopping Mall.

Route	Time	Coverage
603	8.09am, 3.14pm	Rouse Hill Station to Parramatta via Glenhaven
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3610	3.05pm	Samuel Gilbert PS to Old Northern Rd after Glenhaven Rd
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3062	8.21am	St Angela's PS to Marian College via The Hills Grammar School
3004	8.12am	Oakhill College to William Clarke College via Samuel Gilbert PS



Cycling might be an option if you are located within 2km from the school. There are on-road and off-road in the vicinity of the school.

In NSW cyclist under the age of 16 and adults (accompanying these children) are allowed to ride on footpaths. Students living within 2km from school are encouraged to cycle to School

Bicycle parking racks and shower facilities are available for cyclists Samuel Gilbert PS



If you do drive, plan your journey. Consider parking away from the school and walking or scooting the last 100m.

There is a school drop-off/pick-up (DOPU) zone which is located on Ridgeway Drive and has capacity for 4 parallel parked vehicles



The closest Metro Station from the School is Hills Showground which is served by Metro North West Line services.

# TRANSPORT ACCESS GUIDE

## Samuel Gilbert Public School



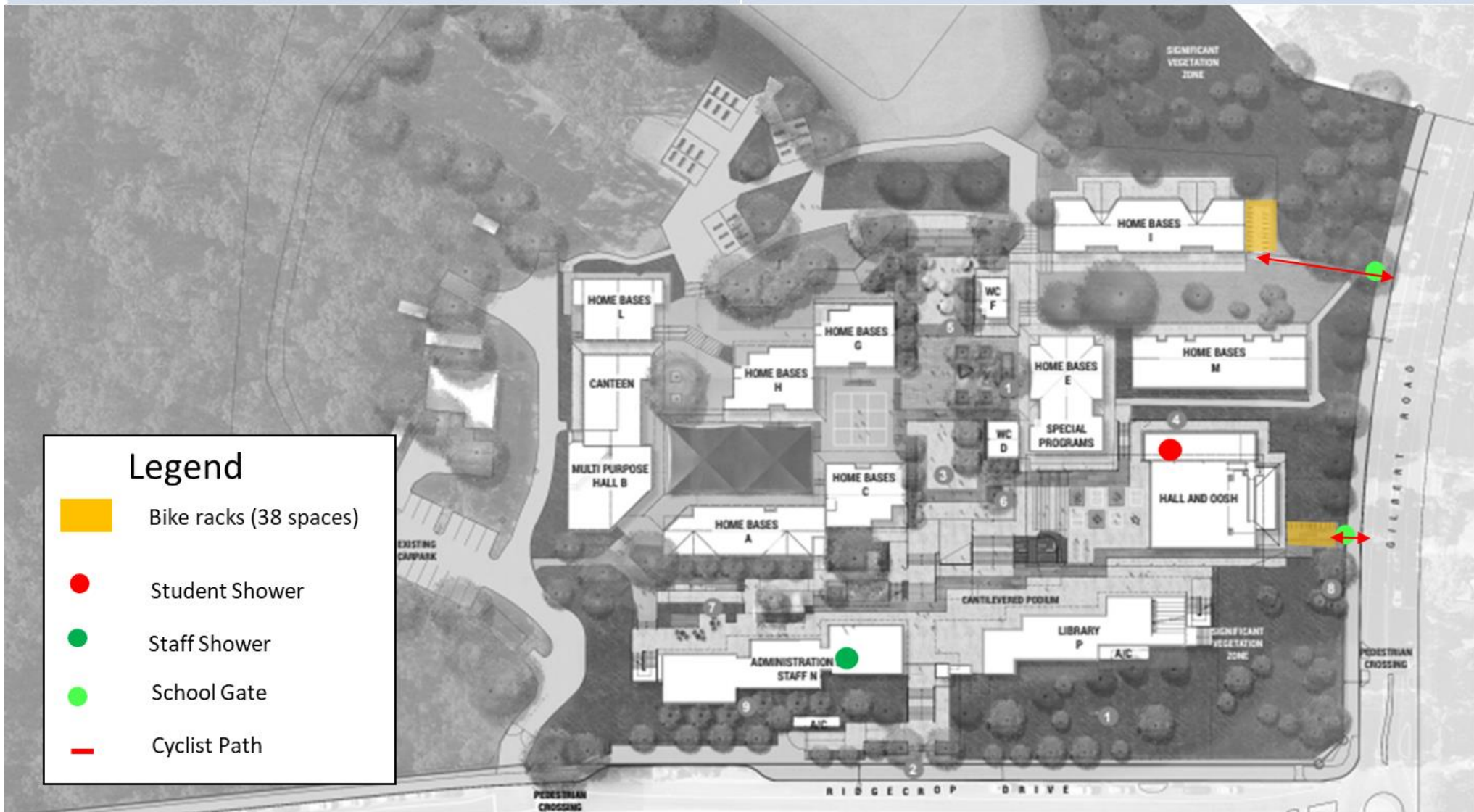
Ridgeway Dr, Castle Hill NSW 2154

[samuelgilb-p.school@det.nsw.edu.au](mailto:samuelgilb-p.school@det.nsw.edu.au)





End of Trip Facilities	Number
Bike Rack	60
Student Shower	1
Staff Shower	1



APPENDIX

C

EVIDENCE OF CONSULTATION

### Post Approval Consultation Record

Identified Party to Consult:	Transport for NSW
Consultation type:	Email and MS Teams Call
When is consultation required?	Prior to Operation
Why	Condition D10 Be prepared by a suitably qualified traffic consultant in consultation with The Hills Shire Council and (Sydney Coordination Office) Transport for NSW;
When was consultation scheduled/held	19 <sup>th</sup> April 2021 to 2 <sup>nd</sup> June 2021 – email correspondence 11 <sup>th</sup> May 2021- MS Teams call
When was consultation held	See above
Identify persons and positions who were involved	1. Robert Rutledge Transport Planning Manager Transport for NSW  2. David Surplice Transport for NSW  3. Jacqui Hicks Transport for NSW
Provide the details of the consultation	The purpose of the consultation was to obtain comments to inform the GTP.
What specific matters were discussed?	Mode Share Targets Travel Access Guide Communications Plan
What matters were resolved?	Mode Share Targets Travel Access Guide Communications Plan
What matters are unresolved?	Nil
Any remaining points of disagreement?	Nil
How will SINSW address matters not resolved?	Nil

### Post Approval Consultation Record

Identified Party to Consult:	Hills Shire Council
Consultation type:	Email
When is consultation required?	Prior to Operation
Why	Condition D10 Be prepared by a suitably qualified traffic consultant in consultation with The Hills Shire Council and (Sydney Coordination Office) Transport for NSW;
When was consultation scheduled/held	19 <sup>th</sup> April- 29 <sup>th</sup> April 2021 – email correspondence
When was consultation held	See above
Identify persons and positions who were involved	Andrew King Manager-Infrastructure Planning Hills Shire Council
Provide the details of the consultation	The purpose of the consultation was to obtain comments to inform the GTP.
What specific matters were discussed?	Council provided a general comment to include the underpass at the Knightsbridge shopping centre in Pedestrian Footpath Map.
What matters were resolved?	Cardno updated the pedestrian footpath map in the GTP with underpass at the the Knightsbridge shopping centre.
What matters are unresolved?	Nil
Any remaining points of disagreement?	Nil
How will SINSW address matters not resolved?	Nil

### Post Approval Consultation Record

Identified Party to Consult:	CDC Bus
Consultation type:	Email
When is consultation required?	Prior to Operation
Why	Condition D10 Green Travel Plan
When was consultation scheduled/held	24 <sup>th</sup> March- 13 <sup>th</sup> April 2021 – email correspondence
When was consultation held	See above
Identify persons and positions who were involved	Thomas Uthaug Service Development Manager CDC Bus
Provide the details of the consultation	The purpose of the consultation was to obtain comments to inform the GTP.
What specific matters were discussed?	No specific comments regarding the GTP were provided by CDC Bus.
What matters were resolved?	All comments were resolved
What matters are unresolved?	Nil
Any remaining points of disagreement?	Nil
How will SINSW address matters not resolved?	Nil

### Post Approval Consultation Record

Identified Party to Consult:	Samuel Gilbert Public School
Consultation type:	MS Teams Call
When is consultation required?	Prior to Operation
Why	Condition D10 Green Travel Plan
When was consultation scheduled/held	10 <sup>th</sup> August 2020-MS Teams (Inception Meeting) 9 <sup>th</sup> February 2021- MS Teams (Presentation with SGPS)
When was consultation held	See above
Identify persons and positions who were involved	Cathie Barclay Greg McLaren
Provide the details of the consultation	The purpose of the consultation was to obtain comments to inform the GTP.
What specific matters were discussed?	Findings of the GTP was presented to school during consultation (via MS Teams) to obtain feedback and resolve any queries. The School supported the concept of GTP and the recommendations.
What matters were resolved?	All required SGPS comments were resolved.
What matters are unresolved?	Nil
Any remaining points of disagreement?	Nil
How will SINSW address matters not resolved?	Nil

APPENDIX

D

CV



# Hayden Calvey

## Current Position

Senior Traffic Engineer

## Profession

Traffic Engineering

## Years' Experience

9

## Joined Cardno

February 2017

## Education

B.Eng (Civil), University of Wollongong (2011)

## Professional Registrations

RMS Prepare Work Zone Traffic Management Plan (0032341679)

RMS Level 3 Road Safety Auditor (02-0754)

Australian Institute of Traffic Planning and Management (AIPTM) Member

## Summary of Experience

Hayden brings a unique and varied skill set with a focus on traffic engineering and transport planning. Hayden's extensive experience in working on Local and State Government projects allows him to provide value and expert advice to his clients. Hayden's experience also includes representation at regional panels (i.e. JRPP), public / community forums, Council meetings, Land and Environment Court (L&EC) and numerous stakeholder workshops.

He has extensive experience in undertaking Traffic Impact Assessments, Road Safety Audits, and Traffic Management Plans for construction and operation activities. Hayden takes pride in his work ethic and output to ensure the client receives technically sound analysis and practical solutions.

## Significant Projects

### **Sydney Metro North West Rail Parking & Monitoring Study (Sydney Metro) | 2018 to current.**

Responsible for the delivery of a comprehensive traffic and parking assessment program in response to the Sydney Metro EIS conditions. The analysis consist of extensive parking surveys and intersection modelling where Hayden is responsible for the review and quality control of modelling outputs. Hayden is also tasked with undertaking stakeholder meetings and presentations with Local Council's as well as Government Agencies such as RMS, TfNSW and SCO.

### **Rooty Hill Commuter Car Park (Transport for NSW) | 2018 – 2019**

Hayden prepared the traffic and parking impact assessment for the proposed new multistorey car park and surrounding station lift upgrade. The assessment included traffic engineering and planning, advice on road safety principles and pragmatic design solutions when required.

### **Cambridge Avenue Upgrade (Roads and Maritime) | 2019 to current**

Hayden is the project manager on the microsimulation model study of the Cambridge Avenue upgrade. The traffic study is prepared to investigate intersection layout designs and performance for the extension to support urban growth in Hurlstone Park and the Moorebank Intermodal site.

> **Appin Road Traffic Modelling (Lendlease / Roads and Maritime, Sydney Region) | 2017 to 2018** Responsible for intersection modelling of various intersections along the Appin Road corridor using SIDRA, as well as representing the client at key stakeholder engagements (Roads and Maritime Services and Department of Planning) and providing technical and sound advice to adequately steer the project from a traffic engineering perspective.

**Current Position**

Graduate Traffic Engineer

**Profession**

Traffic Engineering

**Years' Experience**

3

**Joined Cardno**

March 2018

**Education**

Bachelor of Engineering  
(Civil Engineering)

# Sabal Sharma

**Summary of Experience**

Sabal is a Graduate Traffic Engineer who joined Cardno in March 2018. Since joining Cardno Sabal has been involved in a number of projects, gaining valuable experience in intersection modelling and traffic impact assessments using software such as SIDRA intersection modelling. Prior to joining Cardno Sabal gained research experience at The University of Sydney where he developed statistical and econometric models.

**Significant Projects**

- > New England Joint Organisation Road Network Strategy 2019-Ongoing. NEJO comprises Armidale, Glen Innes Severn, Inverell, Moree Plains, Narrabri, Tenterfield and Uralla LGAs. Sabal assisted in the review of the road network conditions and capacity. Sabal conducted a review and analysis of the available traffic volumes and crash data.
- > Sydney Metro Traffic and Parking Monitoring | (Transport for NSW, 2018-Ongoing) - As part of the parking and traffic analysis, Sabal was responsible for assisting in traffic impact assessment assessing the performance of key intersections around the proposed metro stations.
- > Clearways Program Investigations | (Roads and Maritime, 2018) - Sabal was responsible for assisting in traffic and parking data analysis as a part of assessing the impacts and benefits from introduction of new or extended clearways.
- > Kogarah Local Environment Plan Strategic Transport Assessment | (Georges River Council, 2018-2019) - Sabal was responsible for assisting in the development of the strategic base model and future year models (2021, 2026 and 2031) for the following precincts: Kogarah Town Centre and Kogarah North, Prince Highway – Carlton, South Hurstville Centre, Ramsgate, Blakehurst and Blakehurst Waterfront.
- > Lawson Crown Lands | (Blue Mountain City Council, 2018) - Sabal was responsible for preparing a base model summarising existing intersection performances and preparing future base modelling scenarios using SIDRA. Sabal also assisted to provide advice on active and public transport to increase the capacity for all users.
- > West Dapto Road, Kembla Grange | (Wollongong City Council, 2018) - Sabal was responsible for estimating traffic generation and modelling the intersections which were impacted by the development of the residential lots and a primary school for the preparation of traffic impact assessment.

APPENDIX

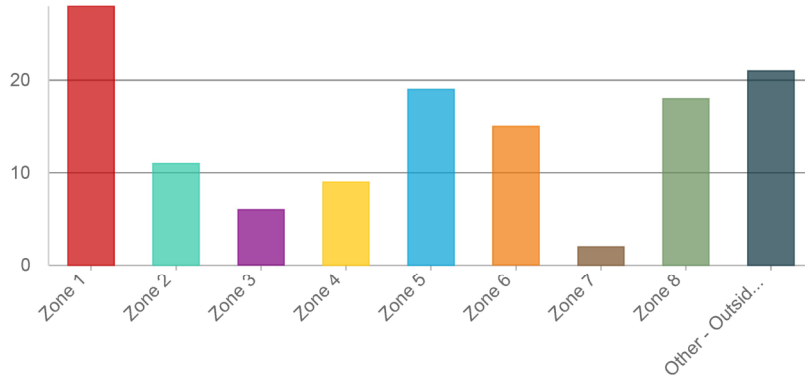
E

STUDENTS AND STAFF  
SURVEY RESULTS

## Samuel Gilbert Public School Questionnaire

## Questions for Parents

◦ In what zone do you live (please refer to map above)?



## Answers

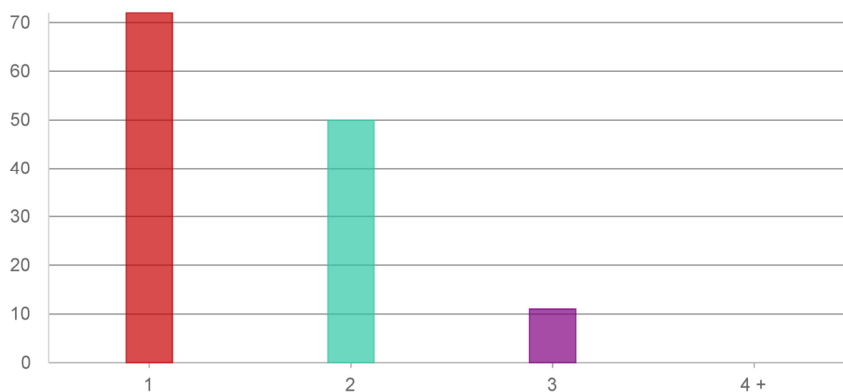
## Count

## Percentage

Zone 1	28	21.05%
Zone 2	11	8.27%
Zone 3	6	4.51%
Zone 4	9	6.77%
Zone 5	19	14.29%
Zone 6	15	11.28%
Zone 7	2	1.5%
Zone 8	18	13.53%
Other - Outside of these zones	21	15.79%

Answered: 129 Skipped: 4

◦ How many of your children attend Samuel Gilbert Public School?



## Answers

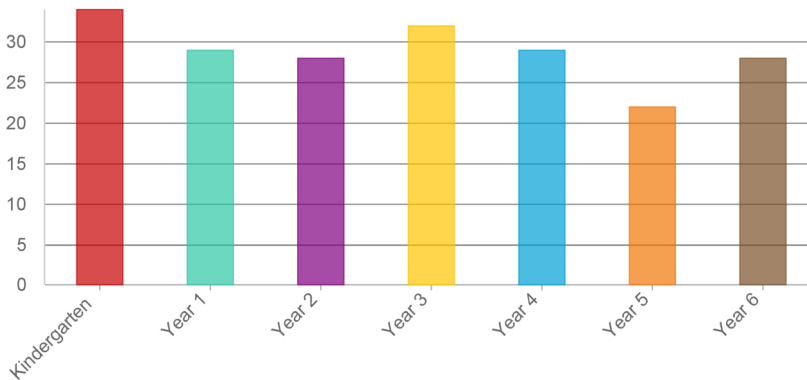
## Count

## Percentage

1	72	54.14%
2	50	37.59%
3	11	8.27%
4 +	0	0%

Answered: 133 Skipped: 0

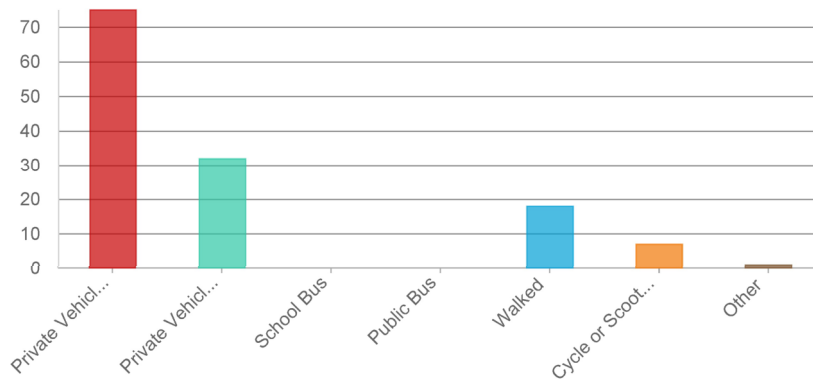
◦ What school year are your children currently in at Samuel Gilbert Public School?

**Answers****Count****Percentage**

Kindergarten	34	25.56%
Year 1	29	21.8%
Year 2	28	21.05%
Year 3	32	24.06%
Year 4	29	21.8%
Year 5	22	16.54%
Year 6	28	21.05%

Answered: 133 Skipped: 0

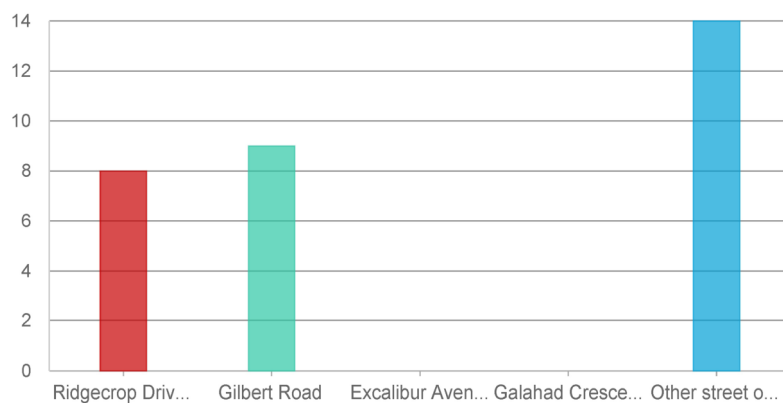
◦ Which mode of transport does your child/children typically use to travel TO school in the morning?

**Answers****Count****Percentage**

Private Vehicle – dropped off	75	56.39%
Private Vehicle – parked and accompanied to school grounds	32	24.06%
School Bus	0	0%
Public Bus	0	0%
Walked	18	13.53%
Cycle or Scooter	7	5.26%
Other	1	0.75%

Answered: 133 Skipped: 0

#### Where is the vehicle usually parked?

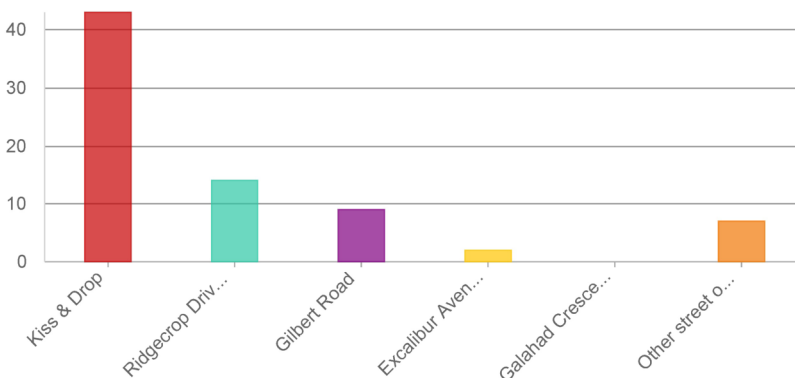


#### Answers

Answers	Count	Percentage
Ridgescrop Drive	8	6.02%
Gilbert Road	9	6.77%
Excalibur Avenue	0	0%
Galahad Crescent	0	0%
Other street or off-street car park (please specify):	14	10.53%

Answered: 31 Skipped: 102

#### Where is the student usually dropped off?



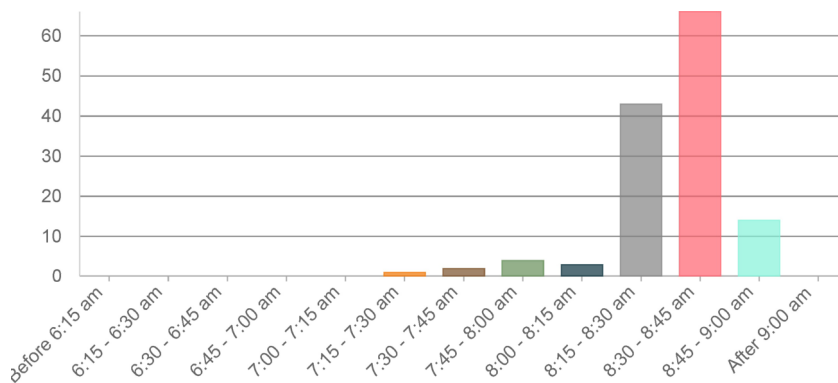
#### Answers

Answers	Count	Percentage
---------	-------	------------

Kiss & Drop	43	32.33%
Ridgecrop Drive	14	10.53%
Gilbert Road	9	6.77%
Excalibur Avenue	2	1.5%
Galahad Crescent	0	0%
Other street or off-street car park (please specify):	7	5.26%

Answered: 75 Skipped: 58

#### What is their usual time of arrival?

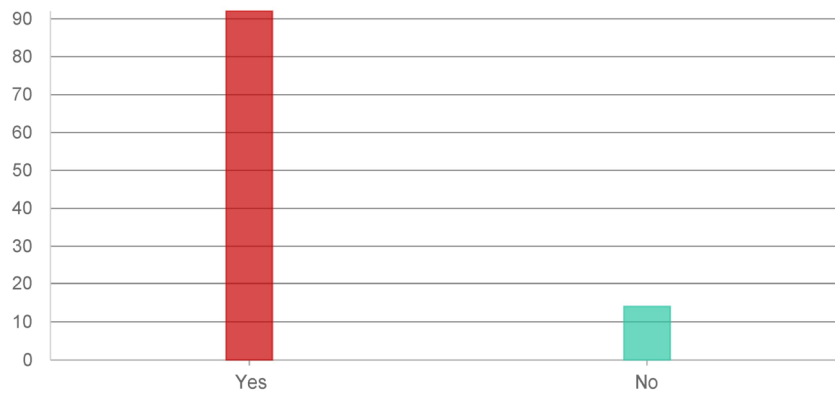


#### Answers

Answers	Count	Percentage
Before 6:15 am	0	0%
6:15 - 6:30 am	0	0%
6:30 - 6:45 am	0	0%
6:45 - 7:00 am	0	0%
7:00 - 7:15 am	0	0%
7:15 - 7:30 am	1	0.75%
7:30 - 7:45 am	2	1.5%
7:45 - 8:00 am	4	3.01%
8:00 - 8:15 am	3	2.26%
8:15 - 8:30 am	43	32.33%
8:30 - 8:45 am	66	49.62%
8:45 - 9:00 am	14	10.53%
After 9:00 am	0	0%

Answered: 133 Skipped: 0

#### Do you usually accompany your child/children TO school each day?

**Answers****Count****Percentage**

Yes

92

69.17%

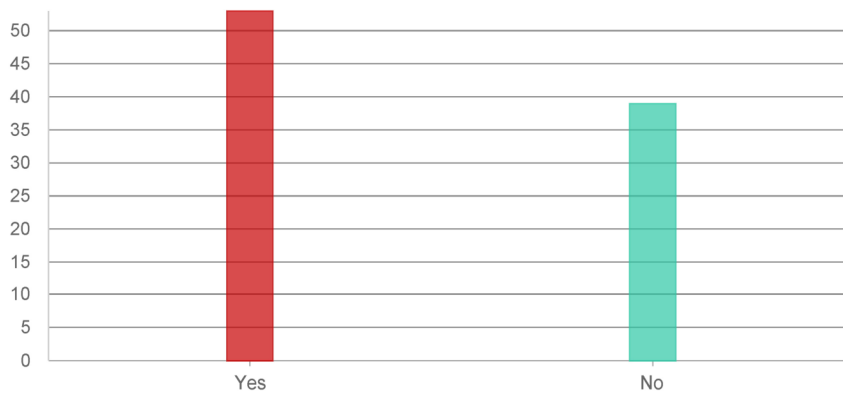
No

14

10.53%

Answered: 106 Skipped: 27

◦ Does your child's/children's trip TO school usually form part of another journey e.g. work, shopping or another sibling's school?

**Answers****Count****Percentage**

Yes

53

39.85%

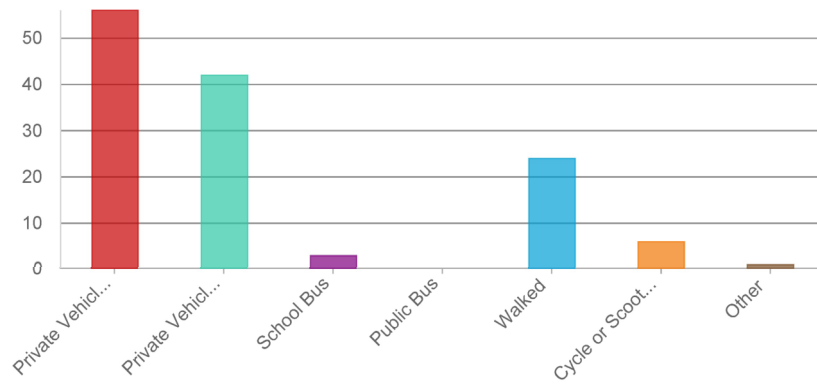
No

39

29.32%

Answered: 92 Skipped: 41

◦ Which mode of transport does your child/children typically use to travel FROM school in the afternoon?

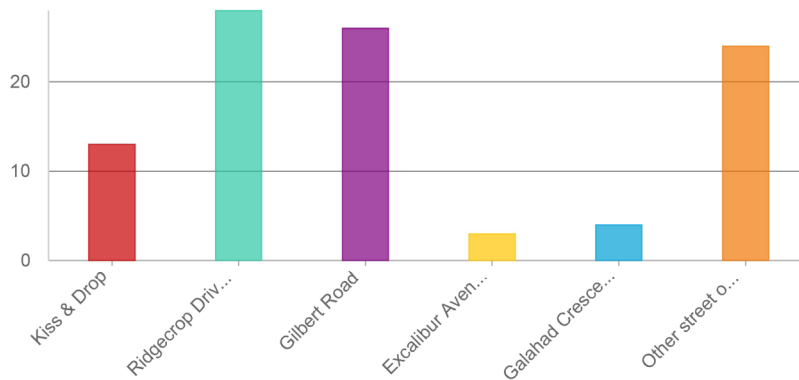


Answers	Count	Percentage
---------	-------	------------

Private Vehicle – picked up	56	42.11%
Private Vehicle – parked and picked up from school grounds	42	31.58%
School Bus	3	2.26%
Public Bus	0	0%
Walked	24	18.05%
Cycle or Scooter	6	4.51%
Other	1	0.75%

Answered: 132 Skipped: 1

Where is the vehicle typically parked for collection?

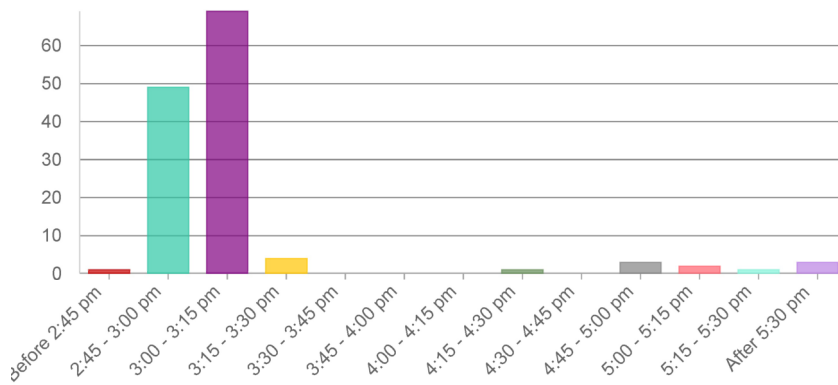


Answers	Count	Percentage
---------	-------	------------

Kiss & Drop	13	9.77%
Ridgescrop Drive	28	21.05%
Gilbert Road	26	19.55%
Excalibur Avenue	3	2.26%
Galahad Crescent	4	3.01%
Other street or off-street car park (please specify):	24	18.05%

Answered: 98 Skipped: 35

◦ What is their usual time of departure?



**Answers**

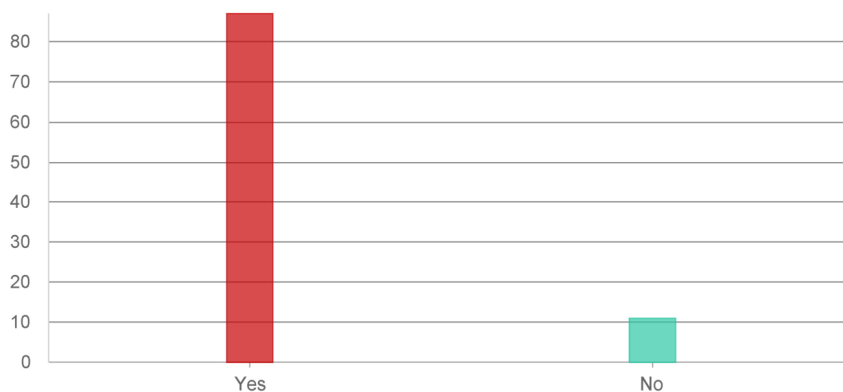
**Count**

**Percentage**

Before 2:45 pm	1	0.75%
2:45 - 3:00 pm	49	36.84%
3:00 - 3:15 pm	69	51.88%
3:15 - 3:30 pm	4	3.01%
3:30 - 3:45 pm	0	0%
3:45 - 4:00 pm	0	0%
4:00 - 4:15 pm	0	0%
4:15 - 4:30 pm	1	0.75%
4:30 - 4:45 pm	0	0%
4:45 - 5:00 pm	3	2.26%
5:00 - 5:15 pm	2	1.5%
5:15 - 5:30 pm	1	0.75%
After 5:30 pm	3	2.26%

Answered: 133 Skipped: 0

◦ Do you usually accompany your child/children FROM school each day?



**Answers**

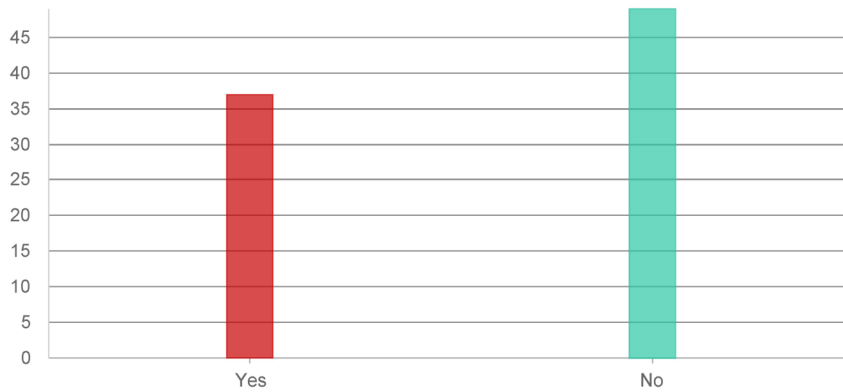
**Count**

**Percentage**

Yes	87	65.41%
No	11	8.27%

Answered: 133 Skipped: 0

Does your child's/children's trip FROM school usually form part of another journey e.g. work, shopping or another sibling's school?



Answers

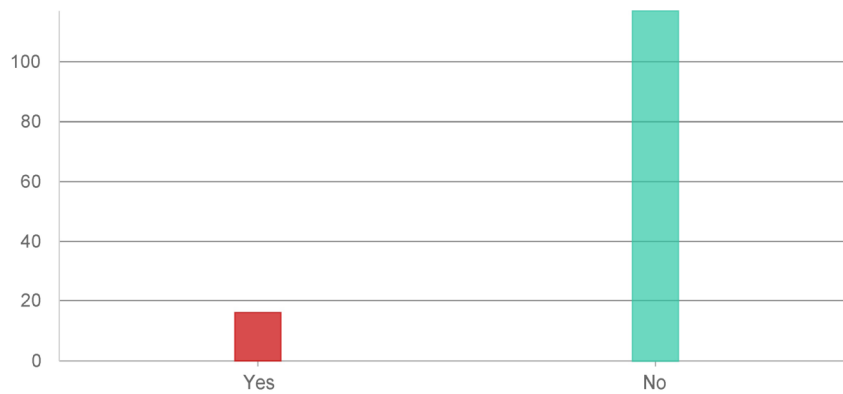
Count

Percentage

Yes	37	27.82%
No	49	36.84%

Answered: 86 Skipped: 47

As a result of COVID-19, has your child's journey TO or FROM school changed?



Answers

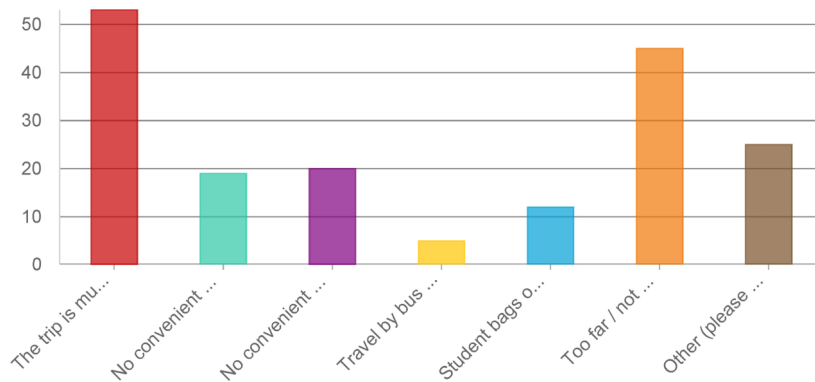
Count

Percentage

Yes	16	12.03%
No	117	87.97%

Answered: 133 Skipped: 0

If your child is driven by private vehicle TO or FROM Samuel Gilbert Public School, can you please outline your reasons as to why.



Answers	Count	Percentage
The trip is multipurpose as I am on the way to work or shopping.	53	39.85%
No convenient bus or train station close to home	19	14.29%
No convenient bus route close to home (may require change of routes to complete journey)	20	15.04%
Travel by bus takes longer	5	3.76%
Student bags or items are too heavy for cycling, walking or bus	12	9.02%
Too far / not convenient to walk	45	33.83%
Other (please specify):	25	18.8%

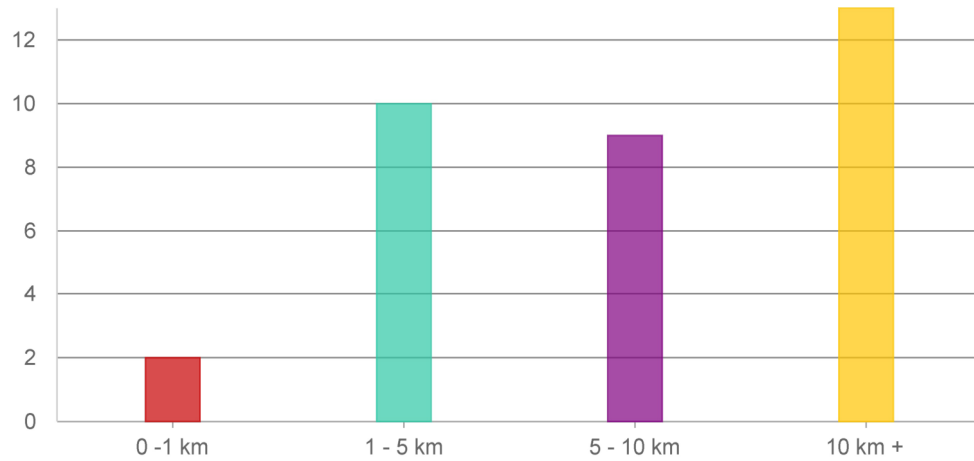
The trip is multipurpose as I am on the way to work or shopping.	53	39.85%
No convenient bus or train station close to home	19	14.29%
No convenient bus route close to home (may require change of routes to complete journey)	20	15.04%
Travel by bus takes longer	5	3.76%
Student bags or items are too heavy for cycling, walking or bus	12	9.02%
Too far / not convenient to walk	45	33.83%
Other (please specify):	25	18.8%

Answered: 107 Skipped: 26

## Samuel Gilbert Public School Questionnaire for Staff

### Questions for Staff

◦ How far do you travel to / from work?



#### Answers

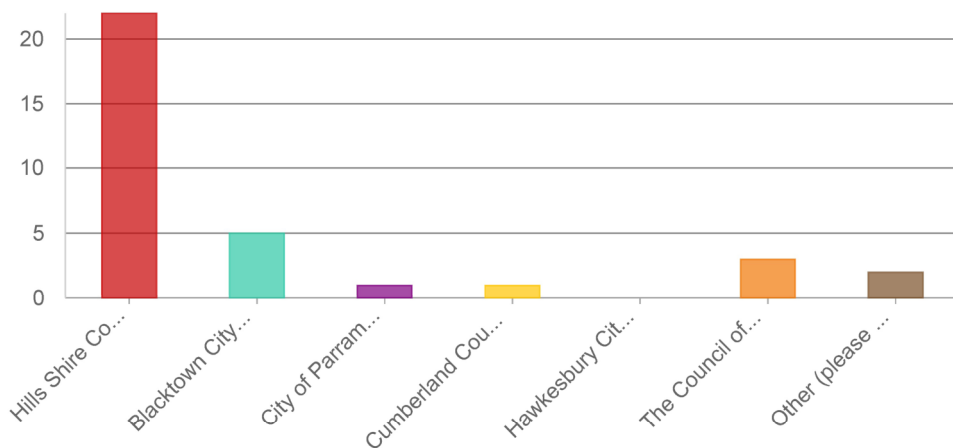
#### Count

#### Percentage

0 - 1 km	2	5.88%
1 - 5 km	10	29.41%
5 - 10 km	9	26.47%
10 km +	13	38.24%

Answered: 34 Skipped: 0

◦ What Local Government Area (LGA) do you live in?



#### Answers

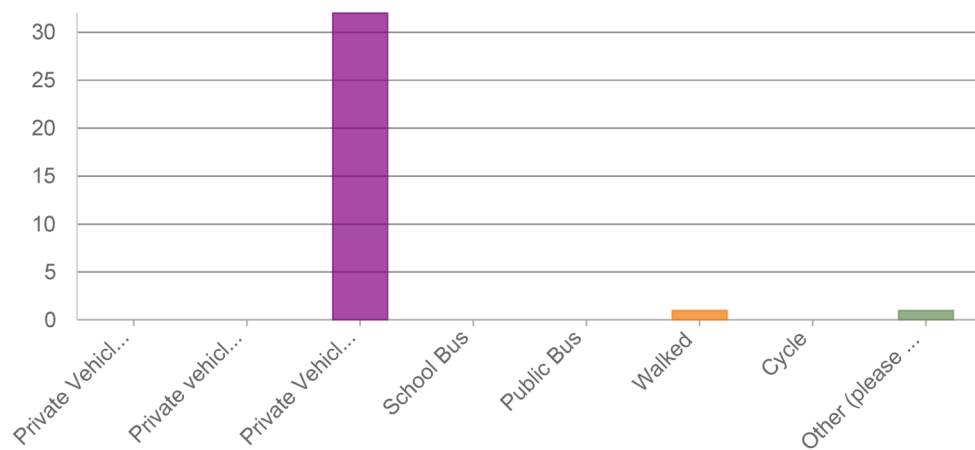
#### Count

#### Percentage

Hills Shire Council	22	64.71%
Blacktown City Council	5	14.71%
City of Parramatta Council	1	2.94%
Cumberland Council	1	2.94%
Hawkesbury City Council	0	0%
The Council of the Shire of Hornsby	3	8.82%
Other (please specify):	2	5.88%

Answered: 34 Skipped: 0

◦ Which mode of transport do you typically use to travel TO school in the morning?



**Answers**

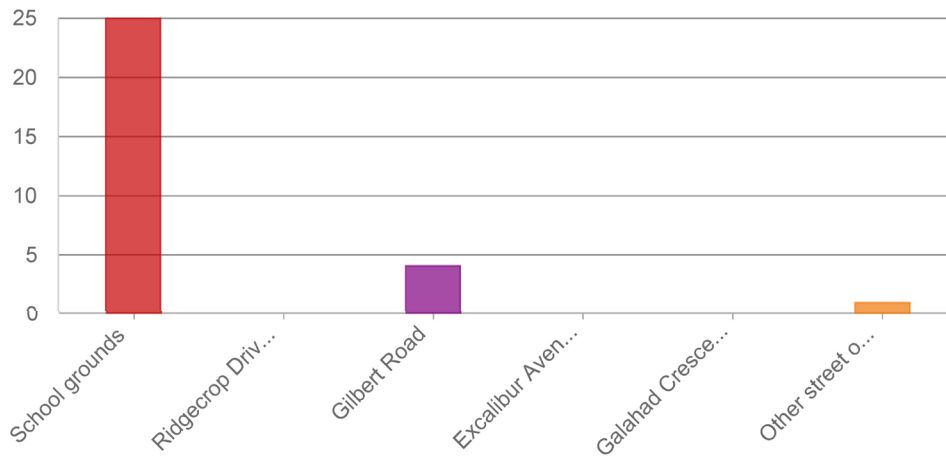
**Count**

**Percentage**

Private Vehicle - as passenger (drop off only)	0	0%
Private vehicle - as passenger (with other staff member)	0	0%
Private Vehicle - Driver	32	94.12%
School Bus	0	0%
Public Bus	0	0%
Walked	1	2.94%
Cycle	0	0%
Other (please specify):	1	2.94%

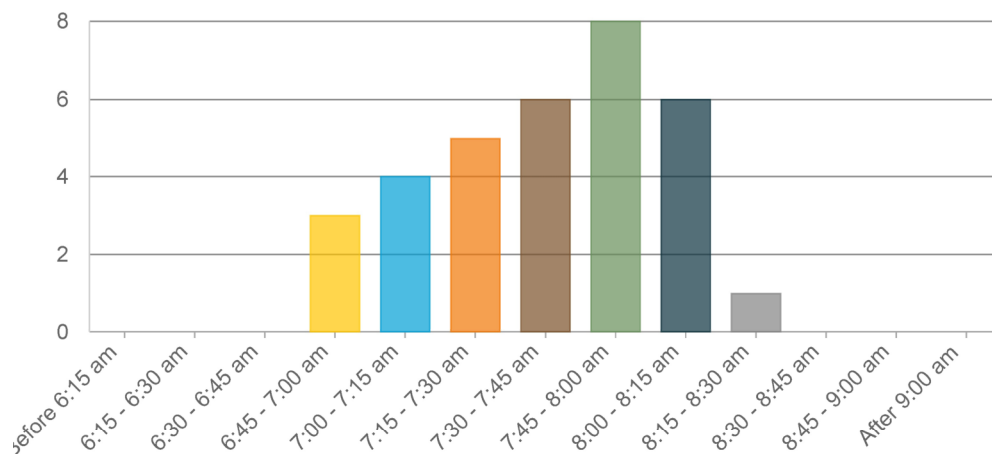
Answered: 34 Skipped: 0

◦ Where are you usually dropped off / parked?

**Answers****Count****Percentage**

School grounds	25	73.53%
Ridgescrop Drive	0	0%
Gilbert Road	4	11.76%
Excalibur Avenue	0	0%
Galahad Crescent	0	0%
Other street or off-street car park (please specify)	1	2.94%

Answered: 30 Skipped: 4

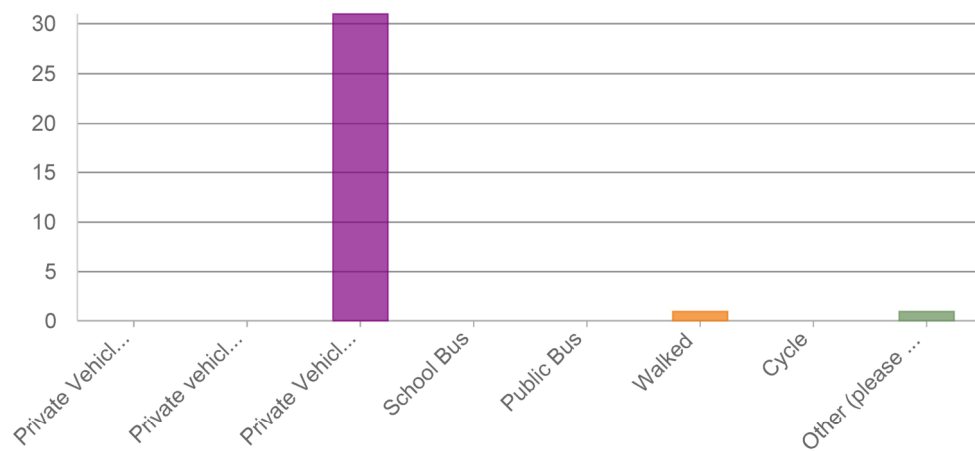
**What is your usual time of arrival?****Answers****Count****Percentage**

Before 6:15 am	0	0%
6:15 - 6:30 am	0	0%

6:30 - 6:45 am	0	0%
6:45 - 7:00 am	3	8.82%
7:00 - 7:15 am	4	11.76%
7:15 - 7:30 am	5	14.71%
7:30 - 7:45 am	6	17.65%
7:45 - 8:00 am	8	23.53%
8:00 - 8:15 am	6	17.65%
8:15 - 8:30 am	1	2.94%
8:30 - 8:45 am	0	0%
8:45 - 9:00 am	0	0%
After 9:00 am	0	0%

Answered: 33 Skipped: 1

◦ Which mode of transport do you typically use to travel FROM school in the afternoon?



**Answers**

**Count**

**Percentage**

Private Vehicle - as passenger (pick up only)	0	0%
Private vehicle - as passenger (with other staff member)	0	0%
Private Vehicle - Driver	31	91.18%
School Bus	0	0%
Public Bus	0	0%
Walked	1	2.94%
Cycle	0	0%

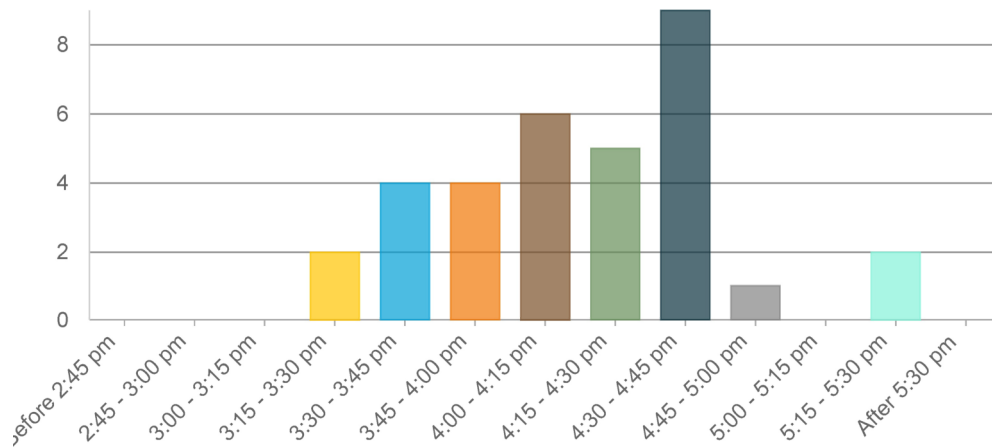
Other (please specify):

1

2.94%

Answered: 33 Skipped: 1

◦ What is your usual time of departure?



**Answers**

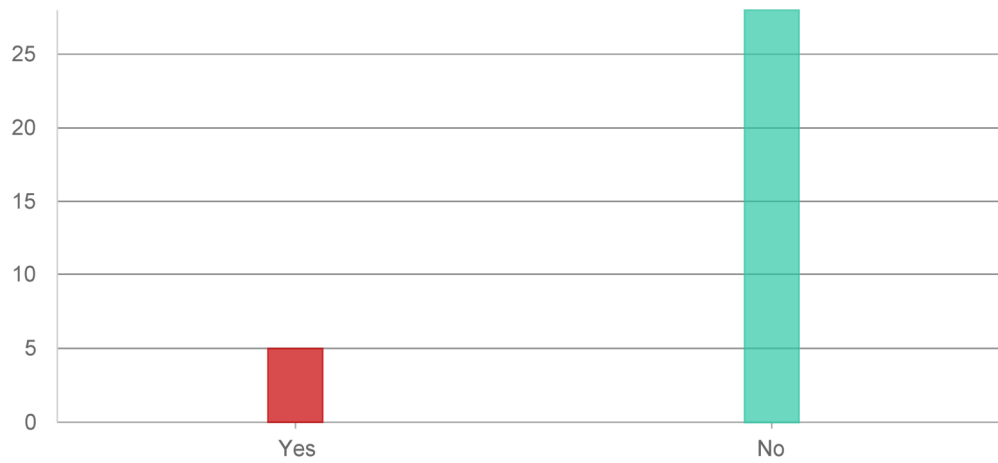
**Count**

**Percentage**

Before 2:45 pm	0	0%
2:45 - 3:00 pm	0	0%
3:00 - 3:15 pm	0	0%
3:15 - 3:30 pm	2	5.88%
3:30 - 3:45 pm	4	11.76%
3:45 - 4:00 pm	4	11.76%
4:00 - 4:15 pm	6	17.65%
4:15 - 4:30 pm	5	14.71%
4:30 - 4:45 pm	9	26.47%
4:45 - 5:00 pm	1	2.94%
5:00 - 5:15 pm	0	0%
5:15 - 5:30 pm	2	5.88%
After 5:30 pm	0	0%

Answered: 33 Skipped: 1

◦ Would you be open to car pooling or shifting away from private vehicle (car) travel (e.g. walking, cycling, bus, car...)

**Answers****Count****Percentage**

Yes

5

14.71%

No

28

82.35%

Answered: 33 Skipped: 1