

St Luke's Grammar School 800 Pittwater Road & 224 Headland Road, Dee Why Workplace Travel Plan



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School**
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1. INTRODUCTION

Varga Traffic Planning has been engaged by St Luke's Grammar School (Figures 1 and 2) to prepare a *Work Place Travel Plan* to support a State Significant Development (SSD-10291) for the proposed expansion of St Luke's Grammar School to provide a new *Senior School* campus and a Sports Centre.

The existing St Luke's Grammar School campus is located at 210 headland Road (Figures 1 and 2), and comprises a number of school buildings, including a *Junior School* block, a *Middle School* block and a *Senior School* block, as well as a resource centre, multi-purpose hall, playing courts, a playing field and grassed areas.

It is proposed to relocate the *Senior School* to a new campus located at 800 Pittwater Road, thereby allowing enrolments in the *Middle School* and in the *Senior School* to be increased. No change is proposed in *Junior School* enrolments.

The new *Senior School* campus is currently occupied by a commercial development which comprises an Officeworks retail outlet, a Fitness First gymnasium, and a Medical Imaging Centre. Replacing those existing commercial uses with the proposed *Senior School* will result in a significantly *less intensive* use of that site in traffic and parking terms.

This WTP has been prepared to support the proposed expansion and sets out measures to manage the travel behaviour of students and staff in a sustainable manner. The WTP is provided in response to the DPIE's letter dated 11 August 2020, which states:

“The WTP must provide a description of the meaningful details or incentives to encourage the use of more sustainable travel modes. The WTP should include:

- *objectives and targets (i.e. site-specific, measurable, achievable and time frames for implementations) to define the direction and purpose of the WTP*
- *actions to help achieve the objectives*
- *measures to promote and support the implementation of the plan*
- *a process for monitoring and review of the WTP at regular intervals*

This Workplace Travel Plan (WTP) provides a site specific package of measures to enable the school to sustainably manage the transport needs of staff and students. The aim of the plan is to reduce the environmental impact of travel to/from the St Luke’s Grammar School and encourage active and public transport, while reducing the dependence of private vehicles.

The plan comprises a list of strategies aimed at encouraging walking, cycling, public transport and car pooling for travel to and from work and a shift away from the reliance of single occupant private vehicle usage. This will assist in mitigating the effect of the school expansion proposal on the local road network, particularly during peak travel times.

In preparing this WTP, *Varga Traffic Planning Pty Ltd* has referenced the following key planning documents that are relevant to the development at the Site:

- Northern Beaches Bike Plan, July 2020
- Future Transport Strategy 2056, TfNSW, March 2018
- Our Greater Sydney 2056, Greater Sydney Commission, March 2018
- Sydney’s Cycling Future, TfNSW, December 2013
- Sydney’s Bus Future, TfNSW, December 2013
- Sydney’s Walking Future, TfNSW, December 2013

Figure 1: Location

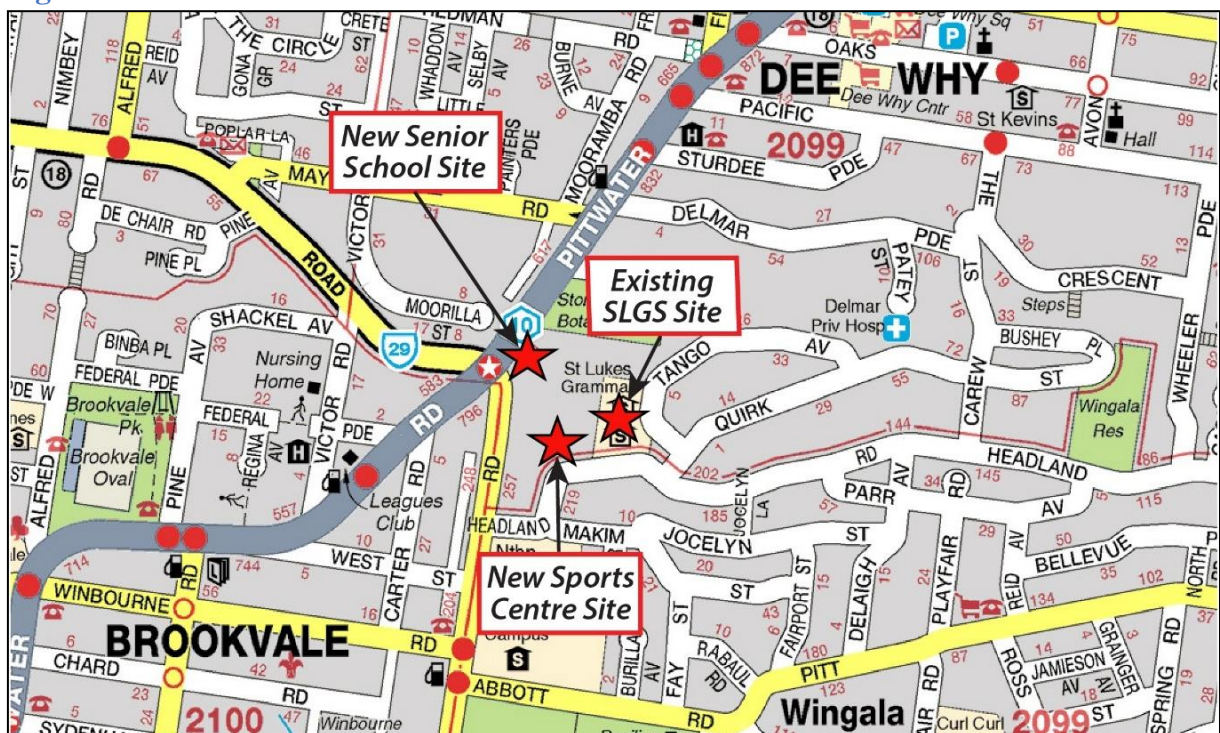


Figure 2: Site



2. SITE AUDIT AND DATA COLLECTION

2.1 Site Location

St Luke's Grammar School (SLGS) is located in Dee Why and North Curl Curl on Sydney's Northern Beaches.

The existing school campus is located at 210 Headland Road and comprises a number of school buildings, including a *Junior School* block, a *Middle School* block and a *Senior School* block, as well as a resource centre, multi-purpose hall, playing courts, a playing field and grassed areas.

The existing school campus site has frontages to Headland Road, Quirk Street, Tango Avenue and to the Stony Range Regional Botanic Garden. The proposed new senior campus at 800 Pittwater Road has street frontages to Pittwater Road and Harbord Road, whilst the proposed sports centre at 224 Headland Road has a street frontage to Headland Road only.

A recent aerial image (Figure 3) of the existing campus and its surroundings is reproduced below, showing the locations of the proposed *senior campus* and *sports centre* in the context of the existing school and the surrounding local road network.

Figure 3: Local Site Context



An extract from the architectural drawings prepared by *Tonkin Zulaikha Greer* provides an access and movement analysis, illustrating the location of pedestrian entrances, bus stops and carparking on each of the three sites (Figure 4).

Figure 4: Access and Movement Analysis (Tonkin Zulaikha Greer)



2.2 Existing Population

The existing *St Luke’s Grammar School* comprises a pre-school and Pre-School - Year 12 co-educational school located at No. 210 Headland Road. It currently has a maximum enrolment of 1022 students, comprising 364 students in the Junior School, 355 students in the *Middle School* and 303 students in the *Senior School* as set out in the table below:

Table 1 – Existing Student Enrolments

Pre-school	<i>Junior School</i>	21 students
Kindergarten to Year 2	<i>Junior School</i>	138 students
Year 3 to Year 6	<i>Junior School</i>	205 students
Year 7 to Year 9	<i>Middle School</i>	355 students
Year 10 to Year 12	<i>Senior School</i>	303 students
TOTAL		1022 students

2.3 Proposed Population

The proposed expansion of St Luke's Grammar School seeks to increase student enrolments from 1022 students on the existing campus to 1600 students across two separate campuses.

There will be no change in *Junior School* enrolments.

The existing *Senior School* (currently 303 students) will be relocated to the new campus proposed at 800 Pittwater Road, allowing enrolments in the *Middle School* at the existing campus to increase. The increased enrolments proposed at those two components of the school are as follows:

- *Middle School*: increase from 355 students to 636 students (i.e. + 281 students)
- *Senior School*: increase from 303 students to 600 students (+ 297 students)

It is anticipated that the increase in student enrolment and staff numbers will occur progressively over a period of many years, with the *maximum* enrolment of 1,600 students not expected to be achieved earlier than 2030.

2.4 Student Travel Mode Surveys

Varga Traffic Planning Pty Ltd (VTP) in consultation with *St Luke's Grammar School* prepared a detailed Travel Mode Survey which was made available to all students and staff to be completed (Appendix A). The purpose of the Travel Mode Survey was to determine key transport, traffic and parking characteristics of existing students and staff, including:

- Travel mode for both the arrival and departure trip
- Car occupancy rate, for those students and staff driving or being driven
- Arrival and departure peak periods
- On and off-site parking demands.

Each year group at the school was surveyed separately to identify their distinctive transport characteristics, noting that younger students have a greater dependency on being dropped-off/picked-up, whilst older, more independent students tend to make greater use of public transport and active forms of transport such as walking.

Approximately 61% of the existing students responded to the Travel Mode Survey. The results of the travel mode surveys for the *Junior School*, the *Middle School* and the *Senior School* are summarised in Figures 5, 6 and 7 below respectively.

Figure 5: Junior School Travel Mode

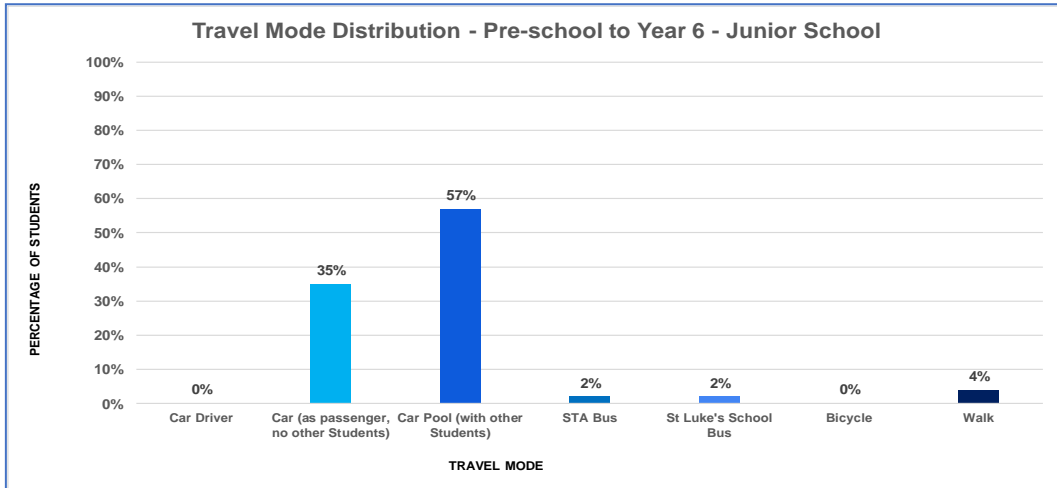


Figure 6: Middle School Travel Mode

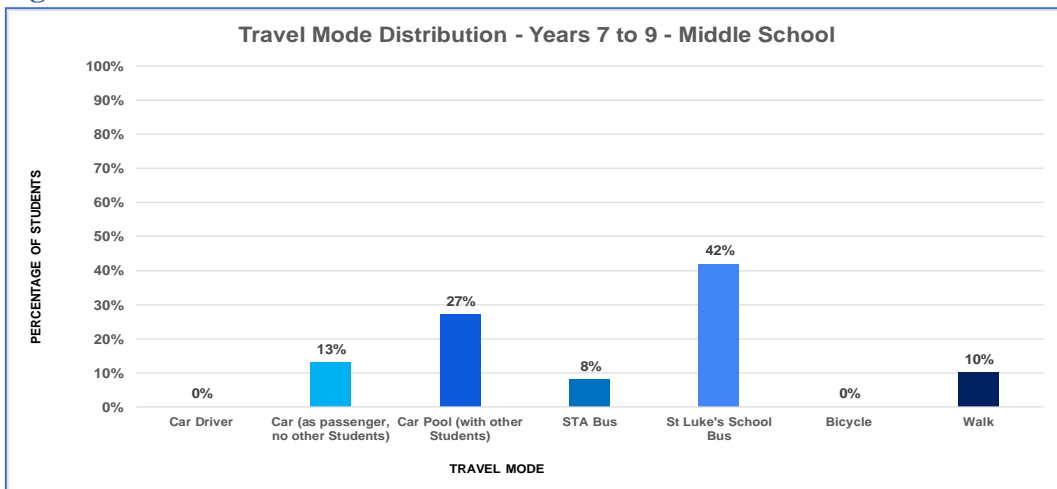
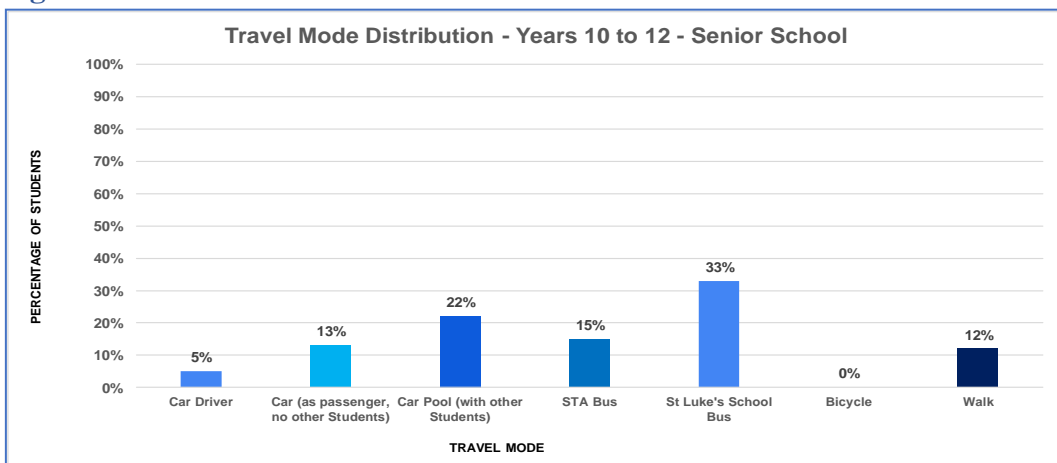


Figure 7: Senior School Travel Mode



The results of the student travel mode surveys confirmed that the proportion of students travelling by car decreases as the age of students increases, with a corresponding increase in active transport and public transport usage.

2.5 Student Car Occupancy

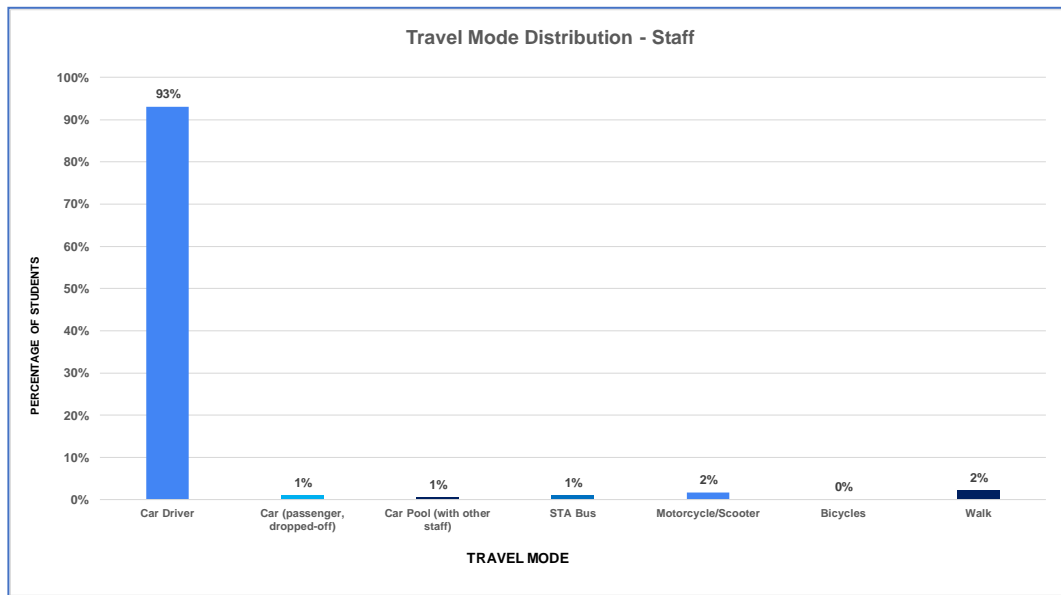
The surveys found that a substantial proportion of students being dropped-off by car had travelled with other students in the car, either siblings or other carpooling with other students, yielding the following vehicle occupancies:

- **Junior School (Pre-school to Year 6)** – 1.78 students/vehicle during the *morning* drop-off and 1.76 students/vehicle during the *afternoon* pick-up period – i.e. an *average* of 1.77 students/vehicle
- **Middle School (Year 7 to Year 9)** – 1.9 students/vehicle during the *morning* drop-off and 2.06 students/vehicle during the *afternoon* pick-up period– i.e. an *average* of 1.98 students/vehicle
- **Senior School (Year 10 to Year 12)** – 1.89 students/vehicle during the *morning* drop-off and 1.88 students/vehicle during the *afternoon* pick-up period. – i.e. an *average* of 1.89 students/vehicle.

2.6 Staff Travel Mode

The travel mode surveys were also used to identify the mode of travel used by staff when travelling to/from school in the morning and afternoon peak periods. The results of the staff travel mode surveys are summarised in Figure 8 below.

Approximately 72% of staff responded to the travel mode survey. The Staff travel mode surveys reveal that approximately 93% of staff drove to/from school, and that only 1% of these staff travelled to work with another staff member in the car.

Figure 8: Staff Travel Mode

Reasons provided by staff travelling by car were as follows:

- Use car as part of another trip (i.e. drop-off children or partner to another place/shopping/gym)
- Lack of convenient STA bus stop close to school entrance in Headland Road
- Heavy bags/bulky items to carry (i.e. files, school work)
- Takes longer by Public Transport
- Lack of end-of-trip facilities for active forms of transport.

2.7 Existing Public Transport Services

There are currently 13 STA bus services which operate along Pittwater Road as illustrated on Figure 9. The nearest bi-directional bus stop is located in Pittwater Road within approximately 100 metres (or approximately 3 minutes) walking distance to the south of the proposed *Senior School* campus site.

Figure 9: Existing Public Transport Services



The typical service frequencies for bus services along Pittwater Road are summarised in Table 2 below.

Bus timetables can be found online via:

www.sysdneybuses.info/schools/school-services

www.transport.info

www.b-line.transport.nsw.gov.au

Table 2: Existing Bus Services along Pittwater Road

Route Number	Bus Route Description	Typical Servicing Frequency		
		Weekday	Saturday	Sunday
132	Balgowlah to St Lukes	1 service	N/A	N/A
146	Wheeler Heights to Manly	30min	30min	30min
151	Mona Vale to City QVB	30min	30min	30min
158	Cromer to Manly	1 service ²	N/A	N/A
169	Manly to City Wynyard via Narraweena	30min	30min	60min
178	City Wynyard to Cromer Heights	30min	30min	30min
180	Collaroy Plateau to City Wynyard	30min	30min	30min
185	Mona Vale to Warringah Mall via Warriewood	30min	30min	30min
188	Mona Vale to City Wynyard	20min	30min	30-60min
193	Warringah Mall to Austlink via Frenchs Forest	30min	30min	30-60min
199	Palm Beach to Manly	15min	30min	30min
E69	Manly to City Wynyard via Narraweena (EXPRESS)	5-10min	N/A	N/A
E78	Cromer Heights to City Wynyard (EXPRESS)	15-20min	N/A	N/A
E79	Wheeler Heights to City Wynyard (EXPRESS)	15-20min	N/A	N/A

1

² Morning Service at approx. 7am and Afternoon Service at approx. 4pm

In addition to the abovementioned bus services, the B-Line service also operates along Pittwater Road (Figure 10). The travel mode surveys indicate that some *Middle School* and *Senior School* students are already using the new B-Line bus service.

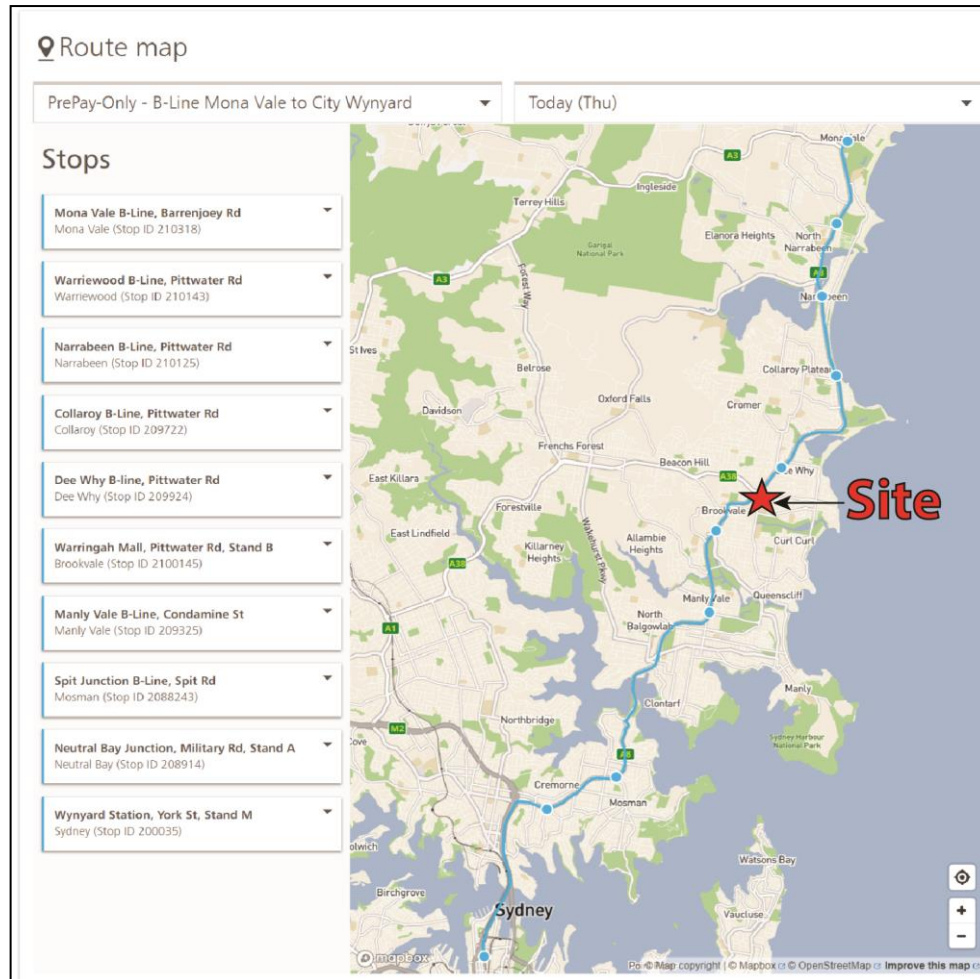
The nearest B-Line bus stops are located near Howard Avenue, Dee Why approximately 700m north of the pedestrian-only gate at the north-western corner of the *Senior School* campus site in Pittwater Road. Students and staff can also choose to access the B-Line service at the Warringah Mall bus interchange.

Relocation of the *Senior School* to the new campus on Pittwater Road will significantly improve the accessibility of both regular STA buses and also the new B-Line bus service for both students and staff.

In particular, students and staff based at the proposed new *Senior School* campus site in Pittwater Road will enjoy significantly improved accessibility to the nearest STA bus stops which are located 100m to the south of the new campus in Pittwater Road, or the B-Line bus stops which are located approximately 700m to the north of the new campus, near Howard Avenue.

However, *Middle School* students and staff at the existing campus are also expected to benefit from the shorter, more direct walking path to/from the STA/B-Line bus stops that will become available by walking through the new *Senior School* campus to access the bus stops.

Figure 10 – B-Line Bus Route



Improved access from the school to the B-Line bus stops is to be provided by using the existing *pedestrian only* gate which is located at the north-western corner of the *Senior School* campus site. The use of this *pedestrian only* gate will enable the walking distance to the B-Line bus stops to be reduced to the shortest possible distance, approximately 700m. It should be noted that this *pedestrian only* gate and the public footpath in Pittwater Road is separated from road traffic on Pittwater Road by a 2.0m high concrete embankment topped by a pedestrian fence which restricts all pedestrian access to the public footpath only.

2.8 St Luke's School Bus Services

In addition to the abovementioned regular STA bus services and the B-Line bus services, there are also dedicated *school bus* services which stop directly outside the existing *St Luke's Grammar School* campus in Headland Rd or in Quirk St.

The school buses serving the existing St Luke's Grammar School are provided by the NSW State Government and are listed on the Transport for NSW website as follows:

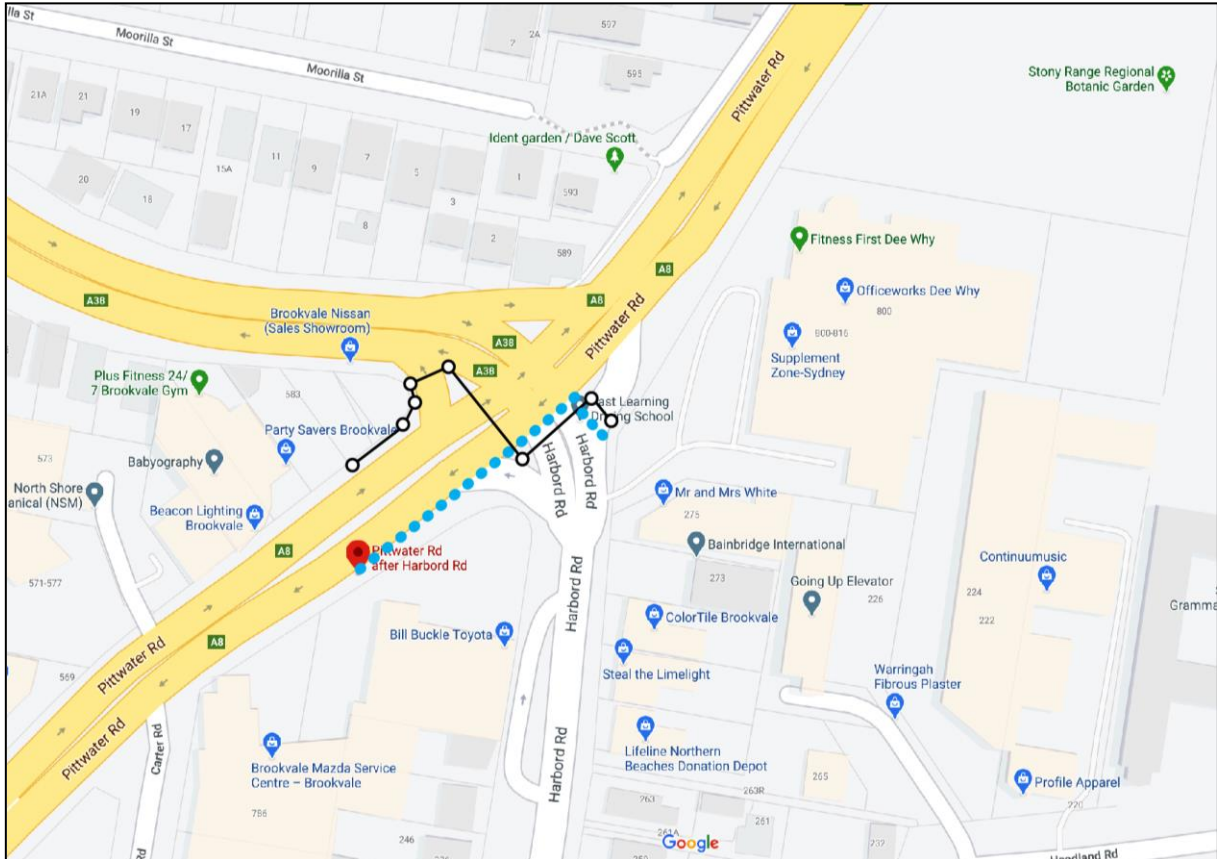
- 668N – St Luke's Dee Why to Balgowlah Heights
- 669N – St Luke's Dee Why to Manly Wharf
- 670N – St Luke's Dee Why to Bantry Bay
- 671N – St Luke's Dee Why to Skyline Shops
- 672N – St Luke's Dee Why to Collaroy Plateau
- 677N – St Luke's Dee Why to Warriewood Square
- 678N – St Luke's Dee Why to Newport
- 684N – Collaroy Plateau to Balgowlah Boys' High
- 702N – Frenchs Forest to St Pauls
- 732N – Allambie & Rodborough Roads to Manly High School
- 759N – North Curl Curl to North Curl Curl Public School
- 784N – St Luke's to Frenchs Forest
- 787N – St Luke's Grammar to Avalon

2.9 Existing Pedestrian Infrastructure & Cycling

Walking and cycling are the most sustainable forms of transport and have a significant part to play in the transport system. Well established pedestrian facilities are generally provided on both sides of most roads in the Northern Beaches Municipality, in particular within the vicinity of the existing St Luke's Grammar School on Headland Road and the proposed school campus on Pittwater Road.

Signalised pedestrian crossings are provided on all approaches to the Pittwater Road/Warringah Road/Harbord Road intersection, which, for example, facilitates walking routes from between the closest bi-directional STA bus stops on Pittwater Road as shown on Figure 11 below.

Figure 11 - Walking Routes to/from 800 Pittwater Road – Senior Campus Site



Source: Google Maps Australia

It is pertinent to note that a new internal pedestrian link comprising stairs and lift is proposed between the *Senior School* campus at 800 Pittwater Road and the Sports Centre at 224 Headland Road.

The proposed internal link will allow a safe and direct pedestrian movement between the proposed *Senior School* campus, the proposed Sports Centre and the existing School campus located at 210 Headland Road.

The internal link will also facilitate shorter, more direct access to the bus stops in Pittwater Road for staff and students of the existing campus as detailed earlier in this report.

In addition, off-road shared pedestrian/bicycle paths are also provided along the eastern side of Pittwater Road and Harbord Road which run directly along the site frontage, as shown on Figures 12 & 13 below.

Figure 12: Shared Path on Pittwater Road looking southbound



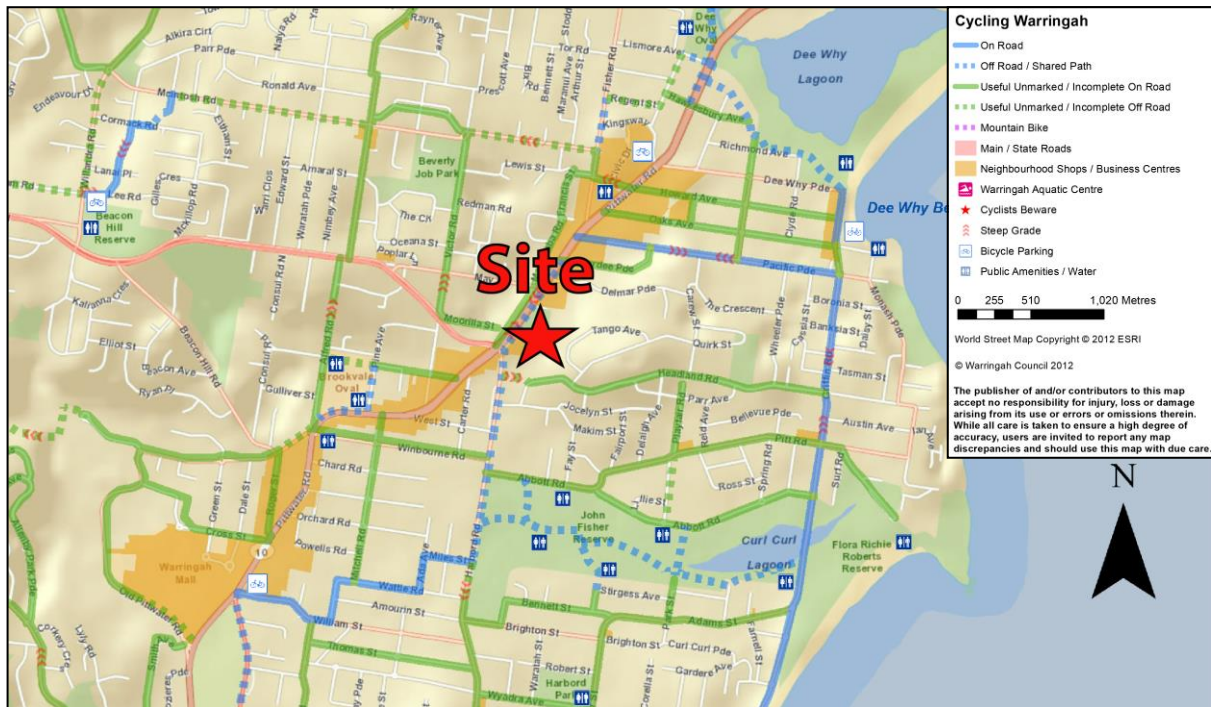
Figure 13: Shared Path on Harbord Road looking northbound



The existing cycling network in the vicinity of the St Luke's Grammar School is illustrated in Council's cycling map, *Warringah Cycling Map South*. An extract of the Council's cycling map is provided on Figure 14 below and the complete map is provided in **Appendix B**.

The bicycle routes are readily accessible from new *Senior School* campus site located at 800 Pittwater Road, and provide *staff and students* a direct, connected set of routes through the local area and the surrounding suburbs. The local cycling network also connects to the coastline via the John Fisher Reserve, which is an off-road cycle route.

Figure 14: Extract from the Warringah Cycling Map South



A smart phone app “*Bike Citizens - Bicycle GPS*” is available for download, designed to help cyclists in urban areas and provides the following features:

- **Routing Profile** - the route navigation feature can adapt to suit personal needs and cyclists are able to choose between leisurely, fast or convenient route.
- **Bicycle Type** - the route navigation feature takes the cyclists type of bicycle into account. For example, if a person is riding a road bike, roads with tram tracks or cobblestones are avoided.
- **Gradient Profile** - *Bike Citizens* always highlights the route with the most suitable gradient. More or less tolerance will be allowed depending on the routing profile.
- **Surfaces** - the cycling app searches for the most suitable route in accordance with the type of bicycle that is selected and avoids surface features such as cobblestones or unsurfaced routes.
- **Offline Map Material** – once the map material has been downloaded, cyclists do not need an internet connection to use the navigation tool. This means that the phone battery will last longer and avoiding potential high roaming charges.

The *Bike Citizens* app can be downloaded via the following links:

- Link to App Store: <https://itunes.apple.com/app/bikecityguide/id517332958>
- Link to Google Play: <https://play.google.com/store/apps/details?id=org.bikecityguide>

2.10 Transport Access Guide

The transport information provided in this WTP will be provided to students and staff in an easy to understand package known as a Transport Access Guide (TAG).

TAGs provide customised travel information for people travelling to and from a specific site using sustainable forms of transport such as public transport, walking and cycling.

The use of TAGs encourage the use of non-private car modes of transport in a simple and easy to read format and can be provided in both hard copy and on-line formats.

A preliminary draft TAG has been prepared for St Luke's Grammar School and is provided at **Annexure C**.

3. OBJECTIVES & TRAVEL MODE TARGETS

3.1 Objectives

The aim of the WTP is to encourage modal shift away from private cars, by implementing measures that influence the travel patterns of students and staff. The primary objectives of this WTP are to:

- Reduce the environmental footprint of the school
- Promote the use of ‘sustainable transport’ modes such as public transport, walking and cycling, particularly for short/medium distance journeys
- Reduce reliance on the use of private vehicles, in particular single occupancy vehicles for all journeys
- Encourage higher vehicle occupancy rates
- Create a safe and healthy environment during drop-off and pick-up periods
- Encourage a healthier, happier and more active social culture

To ensure that the WTP is having the desired effect, the implementation of the WTP will need to be regularly monitored and updated.

3.2 Mode Share Targets

The results of the student travel mode surveys indicate that younger students (particularly those in the *Junior School*) have a greater dependency on being dropped-off/picked-up by car, whilst older, more independent students tend to make greater use of public transport and active forms of transport such as walking.

The targets identified in this WTP are set out in Table 3 below intended to reduce private car usage whilst maintaining the higher level of parental/carer supervision required for younger students, but encouraging older, more independent students to make greater use of public transport and active forms of transport as follows:

- reduce the number of single occupant vehicles being driven to/from the school whilst maintaining or increasing car pooling
- encourage increased use of STA/B-Line buses on Pittwater Road
- promote cycling to school for *Middle School*, *Senior School* and staff by providing bicycle racks and end-of-journey facilities
- encourage an increase in walking, including through the establishment of “walking buses” in the *Junior School*.

Table 3: Target Transport Modal Split

Mode of Travel	Junior School		Middle School		Senior School		Staff	
	Existing	Target	Existing	Target	Existing	Target	Existing	Target
Car driver	-	-	-	-	5%	2%	93%	85%
Car passenger (dropped-off)	35%	30%	13%	10%	13%	10%	1%	1%
Car pooling (with other students/staff)	57%	60%	27%	27%	22%	21%	1%	2%
STA Public Bus	2%	2%	8%	9%	15%	20%	1%	5%
St Luke’s School Bus (or staff motorcycle/scooter)	2%	2%	42%	43%	33%	33%	2%	2%
Bicycle	-	-	-	1%	-	2%	-	3%
Walk	4%	6%	10%	10%	12%	12%	2%	2%
TOTAL	100%	100%	100%	100%	100%	100%	100%	100%

3.3 Actions to Help Achieve the Objectives

A series of actions are recommended in this Workplace Travel Plan to help achieve the desired transport mode split targets and objectives, with a view to encouraging a mode shift away from private car usage as set out in Table 4.

Table 4: Workplace Travel Plan Actions

	Action / Measure	Responsibility
1. General		
•	Establish a WTP coordinator who will manage student and staff transport demands for the school	School
•	Provide “Welcome Travel Pack” for new students & new staff, highlighting alternate modes of transport available other than private vehicles	School
•	Review and update the Workplace Travel Plan as a regular item on the School agenda	School
2. Walking and Cycling		
•	Improve cycle connectivity on surrounding roads such as Headland Road	Council
•	Promote participation in the National Ride2Work Day activity	School
•	Provision of footpaths on local roads near the School	Council
•	Implement a “10,000 Steps per Day” initiative for staff and <i>Middle/Senior School</i> students	School
•	Establish an online forum on the School website to assist in developing “walking buses” for <i>Junior School</i> students	School
•	Establish walking and cycling groups for <i>Middle & Senior School</i> students	School
•	Ensure that appropriate bicycle parking spaces and End of Trip Facilities are readily accessible to all students and staff within the site	School
•	Running a cycling skills course to promote and teach cycling skills	School
3. Public Transport		
•	Provide increased public transport services in response to increased development within the surrounding area	TfNSW / Council
•	Ensure that public transport route maps and timetables are displayed on a “Transport Notice Board” in highly visible locations at each school	School
•	Update the WTP to reflect any changes to bus routes and timetables	School
•	Provision of Opal Cards for new staff for a period of free rides to increase their awareness of the available public transport options	School
4. Car Pooling		
•	Establish separate online car pooling forums for students and staff	School

3.4 Monitoring and Review of the WTP

The Workplace Travel Plan and Transport Access Guide are living documents which will need to be updated on a regular basis.

Implementation and maintenance of the WTP will be the responsibility of the School's *Workplace Travel Plan Coordinator* who will be responsible for implementing and monitoring the Workplace Travel Plan. The WTP Coordinator will be responsible for:

- implementation and promotion of the WTP actions
- monitoring the effectiveness of the WTP through annual travel mode surveys
- set new travel mode targets on an ongoing basis
- provide advice in relation to transport-related subjects to staff and visitors, as required
- ensure that the Transport Access Guide and Transport Information provided on various forms and notice boards is kept up-to-date
- liaise with external parties (i.e. Council, public transport and car share operators) in relation to WTP matters.

Appendix A: Travel Mode Survey

STUDENT TRAVEL DEMAND / TRANSPORT MODE SURVEY

What Year are you in ? (K-Y12):.....

How did you travel home from school yesterday afternoon?	Yes or No
1. Drove a Car (Year 12 only):
2. Picked-up by car:
3. If picked-up by car, how many <i>other</i> students were in the car:	
- Y10-Y12:	
- K-Y9:.....	
- Did you car-pool with another family?
4. Travelled by school bus:
5. Travelled by other bus – Route Number:
6. Walked from school:
7. Rode a bicycle from school:
8. How many times per week do you attend an “after-school” activity (1 to 5 days)

How did you travel to school this morning?	Yes or No
1. Drove a Car (Year 12 only):
2. Picked-up by car:
3. If picked-up by car, how many <i>other</i> students were in the car:	
- Y10-Y12:	
- K-Y9:.....	
- Did you car-pool with another family?
4. Travelled by school bus:
5. Travelled by other bus – Route Number:
6. Walked from school:
7. Rode a bicycle from school:
8. How many times per week do you attend a “before-school” activity (1 to 5 days)

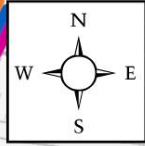
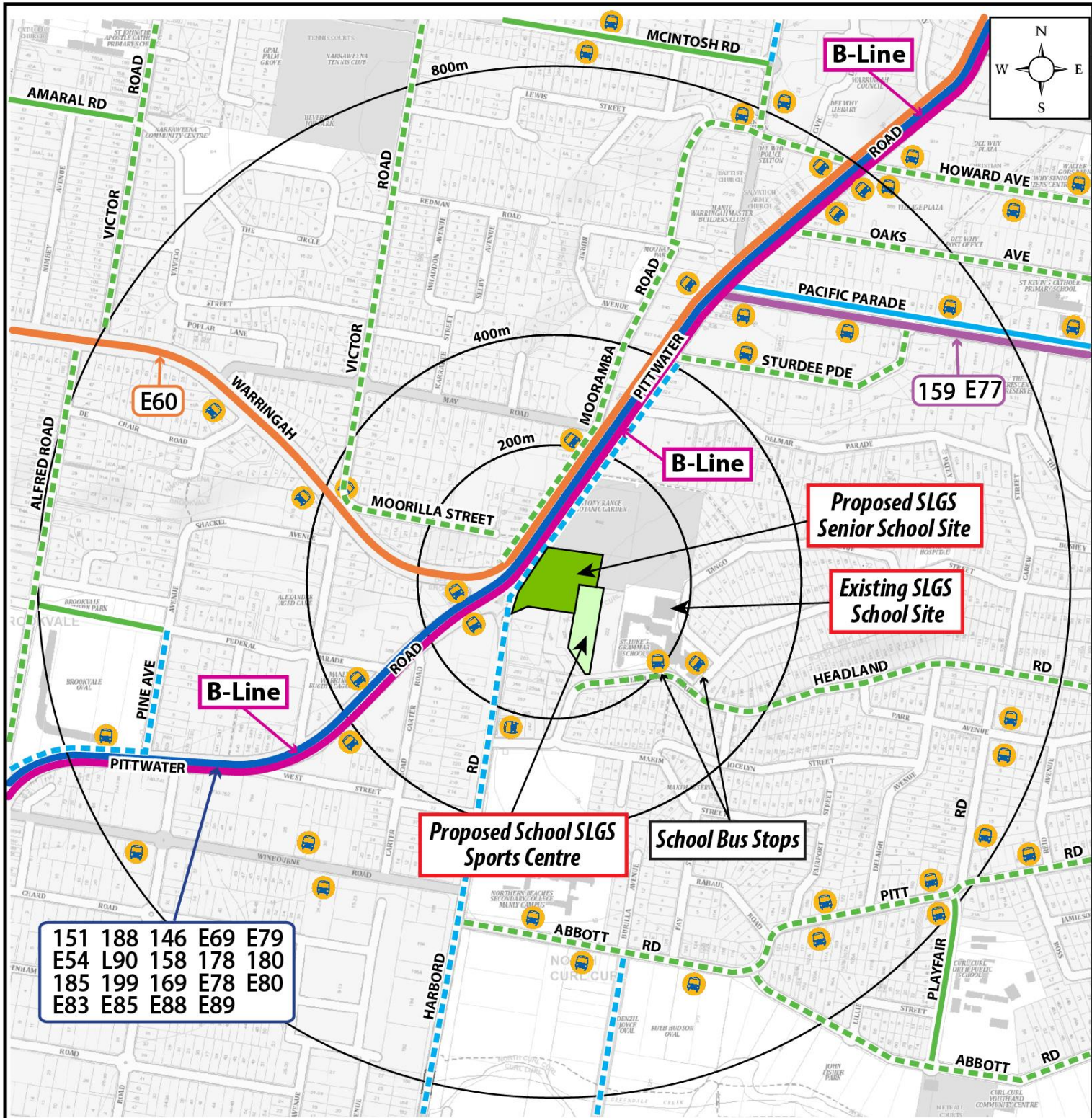
STAFF TRAVEL DEMAND / TRANSPORT MODE SURVEY

How did you travel home from school yesterday afternoon?	Yes or No
9. Drove a Car:
10. Picked-up by car:
11. If picked-up by car, did you car-pool with another staff member?
12. Travelled by bus – Route Number:
13. Walked from school:
14. Rode a bicycle from school:
15. How many times per week do you attend an “after-school” activity (1 to 5 days)

How did you travel to school this morning?	Yes or No
9. Drove a Car:
10. Picked-up by car:
11. If picked-up by car, did you car-pool with another staff member?
12. Travelled by other bus – Route Number:
13. Walked from school:
14. Rode a bicycle from school:
15. How many times per week do you attend a “before-school” activity (1 to 5 days)

Appendix B: Warringah Cycling Map (South)

Appendix C: Transport Access Guide



- 151 188 146 E69 E79
- E54 L90 158 178 180
- 185 199 169 E78 E80
- E83 E85 E88 E89

Bus Routes

- 146 Wheeler Heights to Manly
- 151 Mona Vale to City
- 158 Cromer to Manly
- 169 Manly to City Wynyard via Narrabeena
- 178 Cromer Heights to City Wynyard
- 180 Collaroy Plateau to City Wynyard
- 185 Mona Vale to Warringah Mall via Warriewood
- 188 Mona Vale to City
- 199 Palm Beach to Manly
- E54 Mona Vale to Milsons Point
- E60 Mona Vale to Chatswood
- E69 Manly to City Wynyard via Narrabeena
- E76 Dee Why to City Wynyard via North Curl Curl
- E77 Dee Why to City Wynyard via Wingala
- E78 Cromer Heights to City Wynyard
- E79 Wheeler Heights to City Wynyard

- E80 Collaroy Plateau to City Wynyard
- E83 North Narrabeen to City Wynyard
- E85 Mona Vale to City Wynyard via Warriewood
- E88 North Avalon Beach to City Wynyard
- E89 Avalon Beach to City Wynyard
- L90 Palm Beach to City Wynyard

Cycle Routes

- On-Road Bicycle Routes
- Off-Road Shared Path
- Useful Unmarked/Incomplete On Road
- Useful Unmarked/Incomplete Off Road

Bus Zone

TRANSPORT ACCESS GUIDE
800 Pittwater Rd, Dee Why