

Operational Transport and Access Management Plan

Estella Road Public School, Wagga Wagga
Estella Road, Estella (Wagga Wagga)

Ref: P1049r06v6
15/01/2021

Document Control

Project No: 1049

Project: Estella Road Public School – Operational Transport and Access Management Plan

Client: Hansen Yuncken

File Reference: P1049r06v6 AG OTAMP Estella Road Public School; Issue VI

Revision History

Revision	Date	Details	Author	Approved by
-	23/11/2020	Draft	T. Lehmann & W. Zheng	D. Choi
V1	27/11/2020	Issue I	T. Lehmann	T. Lehmann
V2	4/12/2020	Issue II	T. Lehmann & W. Zheng	D. Choi
V3	22/12/2020	Issue III	T. Lehmann	D. Choi
V4	14/01/2021	Issue IV	T. Lehmann	D. Choi
V5	14/01/2021	Issue V	T. Lehmann	D. Choi
V6	15/01/2021	Issue VI	T. Lehmann	D. Choi

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1 Introduction

1.1 Purpose

Ason Group has been engaged by Hansen Yuncken Pty Ltd to prepare an Operational Transport and Access Management Plan (OTAMP) for the Estella Road Public School located at Estella Road, Estella.

The purpose of this OTAMP is to provide guidance in relation to the traffic management arrangements for the Site. The overall objective is to ensure safe and efficient movement of vehicles, students, visitors, and staff. In particular, this OTMP details the following:

- A pedestrian access plan;
- Drop-off / Pick-up facilities management plan;
- Car parking plan;
- Servicing plan; and
- Details on the governance and administration of the OTAMP.

1.2 Stakeholder Consultation

Over the course of the development of the Plan, Ason Group has consulted with key stakeholders including TfNSW, Wagga Wagga Council, and the School Principal. **Table 1** details the dates of the key consultations and what was discussed.

Table 1: Stakeholder Consultation

Stakeholder	Personnel	Date	Topic
Busabout	Robert Yianakis	20 th August 2020	Ason Group liaised with Busabout to discuss the future bus routes with consideration for the school catchment and road network.
Wagga Wagga City Council	Darren Raeck	2 nd September 2020	Ason Group was part of a workshop to discuss the traffic and planning issues with Council on site. Including visitor and emergency parking.
Busabout	Shaun Williams	9 th September 2020	Ason Group liaised with Busabout to discuss the times and integration of the school into the existing bus network
Busabout	Shaun Williams	15 th September 2020	Ason Group liaised with Busabout to discuss the times and integration of the school into the existing bus network
NSW Department of Education	Tracy Delaney / Jenene Mcgrath	23 rd September 2020	Ason Group liaised with Department of Education regarding the proposed bus times and Green Travel Plan objectives

Busabout	Shaun Williams	23 rd September 2020	Ason Group liaised with Busabout to discuss the times and integration of the school into the existing bus network
Busabout	Shaun Williams	14 th October 2020	Ason Group liaised with Busabout to discuss the times and integration of the school into the existing bus network
Busabout	Shaun Williams	22 nd October 2020	Ason Group liaised with Busabout to discuss the times and integration of the school into the existing bus network
Busabout	Shaun Williams	9 th November 2020	Ason Group liaised with Busabout to discuss the contingency bus stop relocation times and route integration.
NSW Department of Education	Tracy Delaney / Jenene Mcgrath	9 th November 2020	Ason Group liaised with Department of Education regarding the proposed start times of the School.
Charles Sturt University (CSU)	Lynn Nightingale / Stephen Butt	9 th November 2020	Ason Group liaised with CSU to discuss the contingency car parking relocation.
Wagga Wagga City Council	Peter Ross / Darren Raeck	12 th December 2020	Ason Group contacted Council for comments regarding the OTAMP.
Wagga Wagga City Council	Peter Ross / Darren Raeck	13 th January 2021	Council provided comments regarding the drop-off / pick-up area and the school crossings. Council has raised no objections to the Plan and provided some minor comments for consideration during the implementation phase of the Plan. This email has been attached in Appendix F .
TfNSW	Katherine Boulton	15 th January 2021	TfNSW raised no issues with the Plan and provided minor comments regarding the Children's Crossing. This email has been attached in Appendix G .

1.3 Detailed Stakeholder Engagement

The following section of this report provide details of consultation undertaken by the Project Team in its preparation of this OTAMP.

1.3.1 Wagga Wagga City Council Stakeholder Engagement

Table 2: Wagga Wagga City Council Stakeholder Consultation

Identified Party to Consult:	Wagga Wagga City Council
Consultation type:	Meeting and email correspondence
When is consultation required?	Prior to commencement
Why	D13 – Operational Transport and Access Management Plan: Prior to the commencement of operation, an OTAMP is to be prepared by a suitably qualified person, in consultation with Council, Transport for NSW and TfNSW (RMS).
When was consultation scheduled/held	29 April 2020 19 August 2020

	2 September 2020 7 October 2020 19 November 2020 21 December 2021 13 January 2021
When was consultation held	29 April 2020 19 August 2020 2 September 2020 7 October 2020 19 November 2020 13 January 2021
Identify persons and positions who were involved	Traffic Consultant – Ason Group / GTA Consultants: Dora Choi (Principal Traffic Engineer), Wendy Zheng (Senior Traffic Engineer), Thomas Lehmann (Traffic Engineer) Wagga Wagga City Council – Peter Ross, Manager Technical & Strategy,
Provide the details of the consultation	29 April 2020: the future layout of the school frontage, Estella Road, and Gunn Drive were discussed. This included signage and linemarking, crossing times, drop-off / pick-up area 19 August 2020: the signage and linemarking plan was reissued for further discussion to Wagga Wagga City Council 2 September 2020: Ason Group was a part of a discussion with Council regarding the traffic and planning issues. This included visitor and emergency parking. 7 October 2020: A meeting was held with Wagga Wagga City Council in Wagga Wagga with regard to the School and the signage and linemarking plan. 19 November 2020: Discussion and advice from Wagga Wagga City Council regarding the signage and linemarking plan for Estella Road and Gunn Drive. 12 December 2020: Ason Group requested advice from Wagga Wagga City Council. 13 January 2021: Wagga Wagga City Council provided advice regarding the school crossing and the drop-off / pick-up area.
What specific matters were discussed?	Discussion: - 29 April 2020: the future layout of the school frontage, Estella Road, and Gunn Drive were discussed. This included signage and linemarking, crossing times, drop-off / pick-up area. - 19 August 2020: the signage and linemarking plan was reissued for further discussion to Wagga Wagga City Council. - 2 September 2020: 1-hour restricted parking is to be provided and is detailed in the Signage and Linemarking Plan. This parking is for community and school visitors use. It was also concluded that no emergency parking was required or identified. - 19 November 2020: Advice was provided regarding the initial signage and linemarking plan, including location of school speed zone signage, "No Stopping" sign locations, additional "Give-way Signage", and requirement for a plan of the children's crossing. Additional consultation with TfNSW was requested. - 13 January 2021: Wagga Wagga City Council provided advice regarding the school crossing and the potential implementation of a drop-off / pick-

	<i>up initiative.</i>
What matters were resolved?	29 April 2020: The design and requirements of Council and TfNSW were detailed with consideration for the school requirement and the layout of the existing road network. 19 August 2020: Ason Group issued signage and linemarking plans for comment. 19 November 2020: Ason Group updated the signage and linemarking plans and liaised with Council. 13 January 2021: Ason Group has incorporated Council's comments within Section 2.5.1 and 3.3.1. Council has raised no objections to the Plan and provided some minor comments for consideration during the implementation phase of the Plan.
What matters are unresolved?	Nil.
Any remaining points of disagreement?	No
How will SINSW address matters not resolved?	All matters have been addressed as part of the SSD process.

1.3.2 TfNSW Stakeholder Engagement

Table 3: TfNSW Stakeholder Consultation

Identified Party to Consult:	Transport for NSW
Consultation type:	Meeting and email correspondence
When is consultation required?	Prior to commencement
Why	D13 – Operational Transport and Access Management Plan: Prior to the commencement of operation, an OTAMP is to be prepared by a suitably qualified person, in consultation with Council, Transport for NSW and TfNSW (RMS).
When was consultation scheduled/held	29 April 2020 12 November 2020 3 December 2020 15 January 2021
When was consultation held	29 April 2020 12 November 2020 3 December 2020 15 January 2021
Identify persons and positions who were involved	Traffic Consultant – Ason Group: Dora Choi, Wendy Zheng, Thomas Lehmann TfNSW – Katherine Boulton Network and Safety Officer,
Provide the details of the consultation	29 April 2020: the future layout of the school frontage, Estella Road, and Gunn Drive were discussed. This included signage and linemarking, crossing times,

	drop-off / pick-up area. 12 November 2020: Discussions held regarding the school zone signage, the signage and linemarking plan, and the children's crossing. 3 December 2020: Ason Group issued the signage and linemarking plan.
What specific matters were discussed?	Discussion: - 29 April 2020: The design and requirements of Council and TfNSW were detailed with consideration for the school requirement and the layout of the existing road network. - 12 November 2020: School zone linemarking and signage. and the children's crossing. - 3 December 2020: Ason Group issued the latest plan for discussion. - 15 January 2021: TfNSW raised no issues with the Plan and provided minor comments regarding the Children's Crossing.
What matters were resolved?	29 April 2020: The design and requirements of Council and TfNSW were detailed with consideration for the school requirement and the layout of the existing road network. 12 November 2020: Design of the signage and linemarking plan was largely approved. 3 December 2020: Ason Group issued the latest signage and linemarking plan including the children's crossing for discussion. 15 January 2021: TfNSW raised no issues with the Plan and provided minor comments regarding the Children's Crossing.
What matters are unresolved?	Approval from the Local Traffic Committee and TfNSW relating to the children's crossing.
Any remaining points of disagreement?	No
How will SINSW address matters not resolved?	All matters have been addressed as part of the SSD process.

1.3.3 Busabout Stakeholder Engagement

Table 4: Busabout Stakeholder Consultation

Identified Party to Consult:	Busabout (Bus Route Operator in Estella)
Consultation type:	Email correspondence
When is consultation required?	Prior to commencement
Why	D13 – Operational Transport and Access Management Plan: Prior to the commencement of operation, an OTAMP is to be prepared by a suitably qualified person, in consultation with Council, Transport for NSW and TfNSW (RMS).
When was consultation scheduled/held	9 September 2020 14 October 2020

When was consultation held	9 September 2020 14 October 2020
Identify persons and positions who were involved	Traffic Consultant – Ason Group: Dora Choi, Wendy Zheng, Thomas Lehmann Busabout – Shaun Williams, Depot Manager
Provide the details of the consultation	11 September 2020: Ason Group liaised with Busabout to discuss existing travel routes and any potential adjustments. 14 October 2020: Ason Group liaised with Busabout to discuss the School start and finish times.
What specific matters were discussed?	Discussion: - 9 September 2020: Ason Group liaised with Busabout to discuss existing travel routes and any potential adjustments. Ongoing discussions were held regarding integrating the bus timetable and the schools start and finishing hours. - 14 October 2020: Ason Group liaised with Busabout to discuss the School start and finish times.
What matters were resolved?	11 September 2020: The preliminary discussion detailed how Busabout currently operates within the local area and that no amendments were necessary at this time. Confirmation was required regarding school start and finishing times, and catchment data. 14 October 2020: Information was provided to Busabout regarding start times and finishing times as amendments to servicing times may be required. Following discussions with the School, no amendments to service times are required,
What matters are unresolved?	No
Any remaining points of disagreement?	No
How will SINSW address matters not resolved?	All matters have been addressed as part of the SSD process.

1.3.4 Department of Education Stakeholder Engagement

Table 5: Department of Education Stakeholder Consultation

Identified Party to Consult:	Department of Education
Consultation type:	Video conference and email correspondence
When is consultation required?	Prior to commencement
Why	D12 – Green Travel Plan b) Include objectives and mode share targets...to define the direction and purpose of the GTP D13 – Operational Transport and Access Management Plan: Prior to the commencement of operation, an OTAMP is to be prepared by a suitably qualified person, in consultation with Council, Transport for NSW and TfNSW (RMS).

When was consultation scheduled/held	23 September 2020 14 October 2020 24 November 2020
When was consultation held	23 September 2020 14 October 2020 24 November 2020
Identify persons and positions who were involved	Traffic Consultant – Ason Group: Dora Choi, Wendy Zheng, Thomas Lehmann Estella Road Public School – Tracey Delaney, School Principal,
Provide the details of the consultation	23 September 2020: Ason Group liaised with the School Principal to discuss travel initiatives and travel mode targets. 14 October 2020: Ason Group liaised with the School Principal and Busabout to finalise start and finishing times. 24 November 2020: Ason Group requested advice from the School Principal regarding the draft GTP and OTAMP.
What specific matters were discussed?	Discussion: - 23 September 2020: Ason Group liaised with the School Principal to discuss travel initiatives and travel mode targets to inform the Green Travel Plan. - 14 October 2020: Ason Group liaised with the School Principal and Busabout to finalise start and finishing times. - 24 November 2020: Ason Group requested advice from the School Principal regarding the draft GTP and OTAMP.
What matters were resolved?	23 September 2020: Information was provided by the School Principal which assisted with the development of the Green Travel Plan. 14 October 2020: The start and finishing times of the School were confirmed that allowed for no amendments to existing bus services. 24 November 2020: Ason Group received feedback from the School Principal that they were satisfied with the draft documents.
What matters are unresolved?	No
Any remaining points of disagreement?	No
How will SINSW address matters not resolved?	All matters have been addressed as part of the SSD process.

1.4 Response to Conditions

In response to Condition D13 of the Development Consent SSD-9494 (approved by the Minister for Planning and Public Spaces 17 June 2020), the following table provide details of the requirement of Condition D13 and respective response to the conditions reference.

Table 6: Condition D13 of Development Consent SSD-9494

Condition No.	Condition	Response
D13	Prior to the commencement of operation, an OTAMP is to be prepared by a suitably qualified person, in consultation with Council, Transport for NSW and TfNSW(RMS), and submitted to the satisfaction of the Planning Secretary. The OTAMP must address the following:	Report prepared by: - D. Choi - T. Lehmann -W. Zheng Refer to Appendix E for CV of authors of the report
D13 (a)	detailed pedestrian analysis including the identification of safe route options – to identify the need for management measures such as staggered school start and finish times to ensure students and staff are able to access and leave the Site in a safe and efficient manner during school start and finish;	Refer to section 2.5 of the report for details
D13 (b)	the location of all car parking spaces on the school campus and their allocation (i.e. staff, visitor, accessible, emergency, etc.);	Refer to section 2.2 of the report for details
D13 (c)	the location and operational management procedures monitoring the drop-off and pick-up parking located within Estella Road, including staff management/traffic controller arrangements. This is to include a detailed procedure of the ongoing monitoring of the drop-off/pick-up zone throughout the first twelve months of operation in addition to measures that will be implemented to ensure the area is appropriately utilised and functioning; NSW Government 24 New Public School, Estella Road, Wagga Wagga Department of Planning, Industry and Environment (SSD 9494) Modification 1 – Operational readiness work	Refer to section 3.3.1 of the report for details
D13 (d)	a detailed monitoring program to monitor queuing along Estella Drive associated with the entry and/or exit to the drop-off/pick-up zone. This is to include details of consultation requirements with Council;	Refer to section 4 of the report for details
D13 (e)	a detailed monitoring program to monitor the Level of Service of the Estella Road/Pine Gully Road intersection and include detail of management and mitigative actions to ensure an acceptable Level of Service is maintained. This is to include details of consultation requirements with Council; (f) the location and operational management procedures for the drop-off and pick-up of students by buses and coaches for excursions and sporting activities along Estella Road, including staff management/traffic controller arrangements;	Refer to section 4 of the report for details
D13 (f)	operational management procedures and details of a monitoring program for the avoidance of drop-off and pick-up of students at informal locations along the southern side of Estella Road and along Gunn Drive;	Refer to section 3.3.1 of the report for details
D13 (g)	operational management procedures and details of a monitoring program for the avoidance of drop-off and pick-up of students at informal locations along the southern side of Estella Road and along Gunn Drive;	Refer to section 3.3.1 of the report for details

D13 (h)	delivery and services vehicle and bus access and management arrangements;	Refer to section 3.3.4 of the report for details
D13 (i)	management of approved access arrangements	Refer to section 3.3 of the report for details
D13 (j)	potential traffic impacts on surrounding road networks and mitigation measures to minimise impacts, including measures to mitigate queuing impacts associated with vehicles accessing pick-up and drop-off area on Estella Road;	Refer to section 3.3 of the report for details
D13 (k)	parking arrangements and management associated with the proposed use of school facilities by community members; and	Refer to section 3.3.2 of the report for details
D13 (l)	a monitoring and review program.	Refer to section 4 of the report for details

1.5 Reference Documents

In preparing this Plan, Ason Group has made reference the following key planning documents:

- Transport for NSW (TfNSW), *Integrated Public Transport Service Planning Guidelines, Sydney Metropolitan Area*, December 2013
- TfNSW, *Future Transport Strategy 2056*, March 2018
- NSW Government, *Planning Guidelines for Walking and Cycling*
- Austroads, *Cycling Aspects of Austroads Guides*, 2014
- City of Wagga Wagga, *Wagga Integrated Transport Strategy and Implementation Plan 2040*
- Ason Group, *Transport Impact Assessment; New Estella Road Public School, Wagga Wagga*, October 2019
- NSW Department of Education, *Master planning guidelines for schools*, October 2020
- NSW Department of Education, *SINSW Community of Practice Architects + Transport Planners*, 29th October 2020

2 Site Details

2.1 Site Location

The Site is legally referenced as Lot 1 in DP1253855 — with a street address of Estella Road, Estella — as identified below in **Figure 1**. It has a southern frontage to Estella Road, in the vicinity of its intersection with Gunn Drive.



Figure 1: Site Location

2.2 Site Transport Amenities

As it relates to the travel planning, the School and immediate surroundings of the School Site includes the provision of:

- 23 on-site staff car parking spaces (including 1 accessible space);
- Bicycle parking rails, with capacity for 40 bicycles near the main pedestrian entry within the School site;
- Pedestrian footpath on north side of service road along the School boundary to the new indented bus bay on Estella Road;
- New indented bus bay that can accommodated 3 buses on the north side of Estella Road, east of Gunn Drive / Estella Road intersection;
- Drop off / pick up (DOPU) area along the Estella Road New Service Road;

- 8 community and school visitor 1-hour parking bays along Estella Road;
- Children's crossing east of the Estella Road / Gunn Drive intersection;
- Pedestrian refuge on Gunn Drive, south of Estella Road;
- Pedestrian fencing between the DOPU and Estella Road Children's Crossing on the north side of Estella Road, and between the Children's Crossing and Gunn Drive on south side of Estella Road; and
- Upgraded, constructed shared path along south side of Estella Road, delivered by Wagga Wagga City Council.

These key amenities are detailed in **Figure 2**.

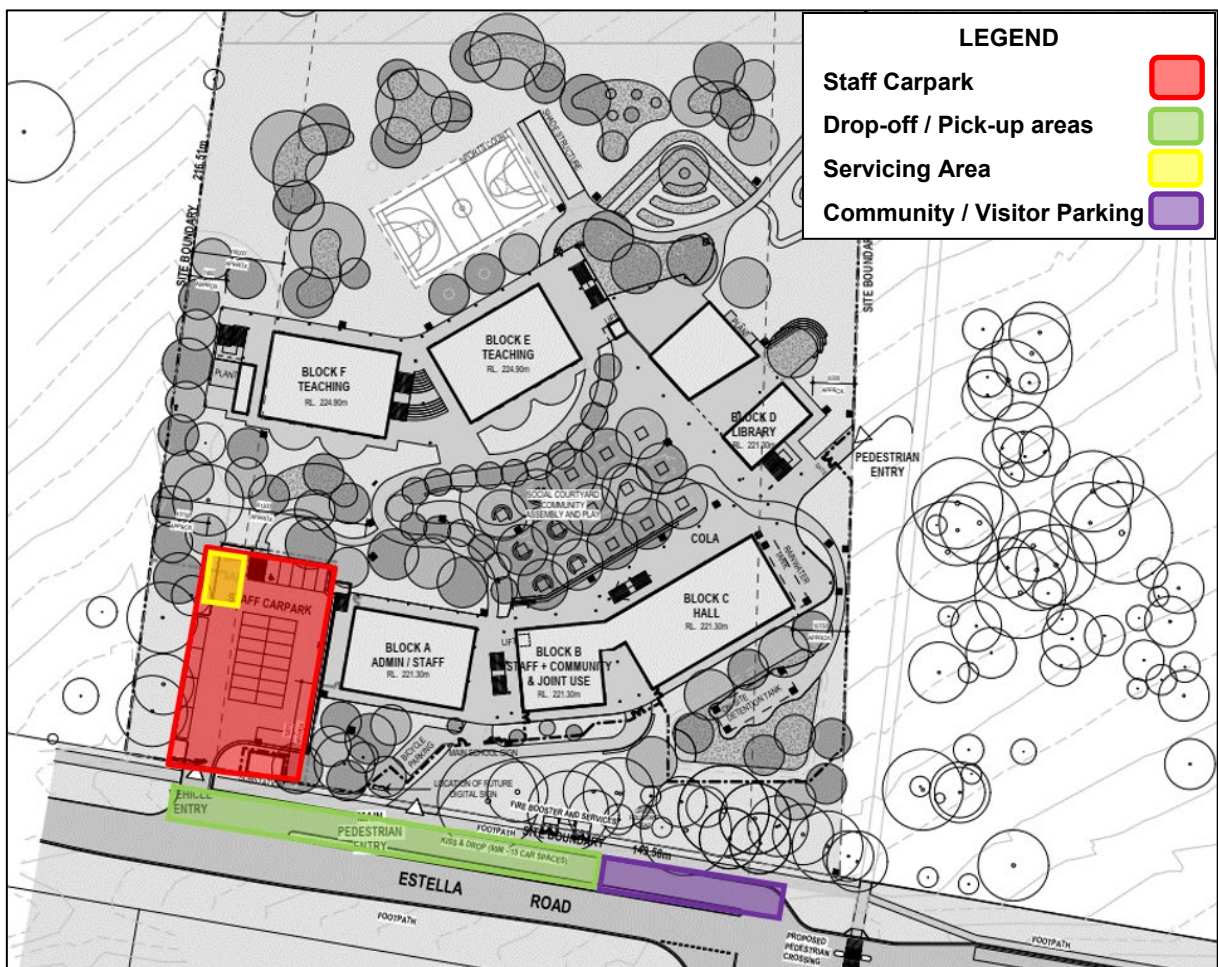


Figure 2: Site Amenities

To assist with the operation of the pedestrian facilities and the drop-off / pick-up areas, Ason Group has prepared a Signage and Line Marking Plan to assist with access to the Site as well as manage the

drop-off / pick-up facilities. This is detailed in **Figure 3** and has also been attached in **Appendix A** for further information.

This Signage and Line Marking Plan details the traffic management arrangements within Estella Road along the School's frontage and the intersection of Estella Road and Gunn Drive, in particular: parking restrictions relating to the drop-off / pick-up facilities; bus stop; pedestrian crossings; and school zone signage.

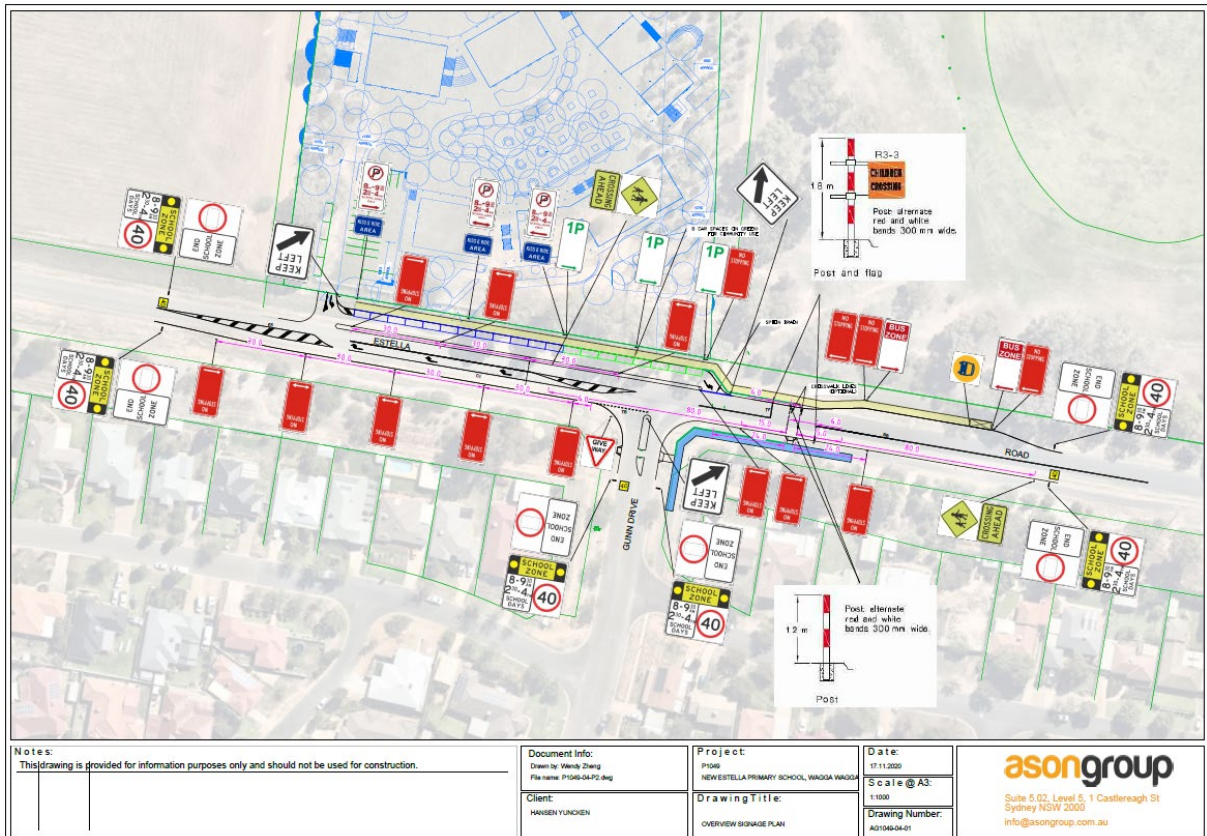


Figure 3: Signage and Line Marking Plan

2.2.1 Temporary Access Arrangement

To accommodate the construction works along Estella Road public realm, a temporary access arrangement and DOPU area has been proposed and approved in consultation with CSU, Council, and the Department of Education. This temporary access arrangement is located to the north of the Site along Darnell Smith Drive and is detailed in **Figure 4 (Appendix B)**. This arrangement will be in place until the 5th of February 2021.

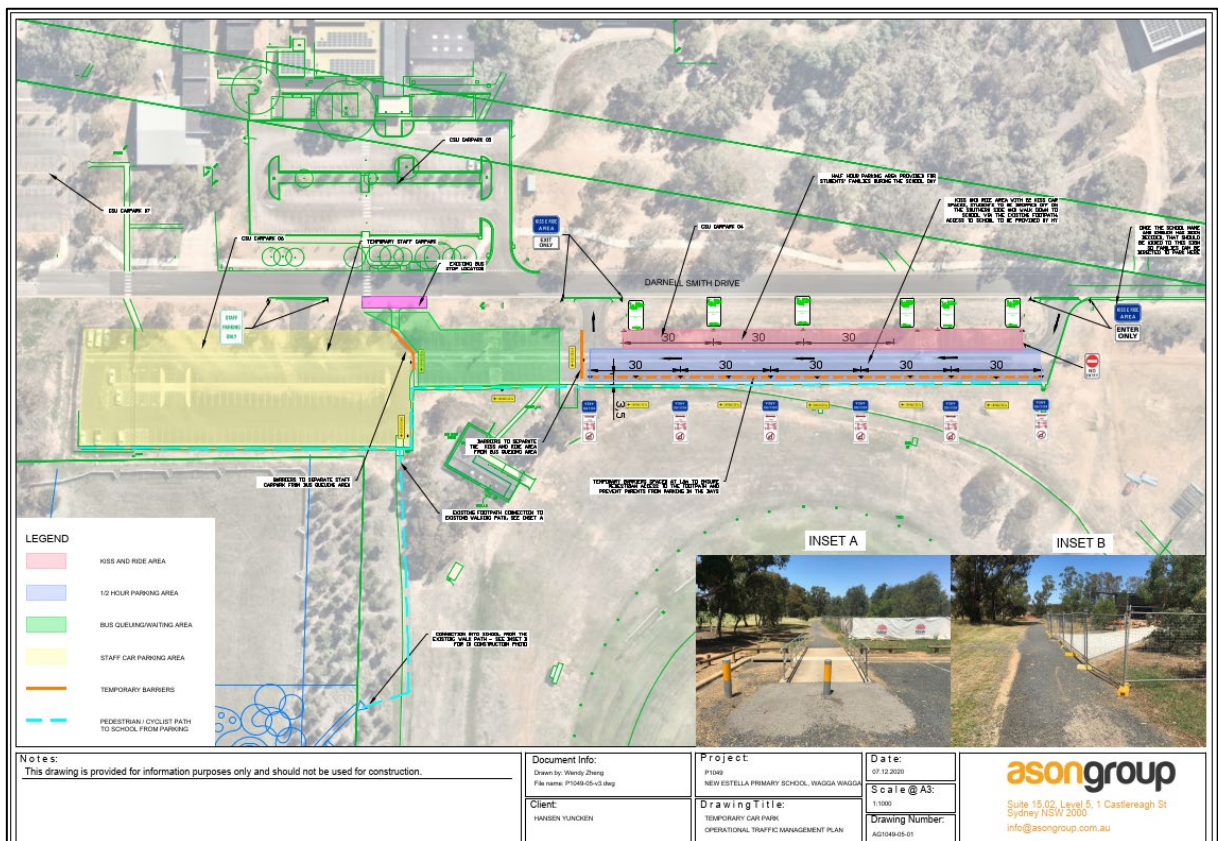


Figure 4: Temporary Parking and DOPU Area Plan

2.3 Student Catchment

Ason Group has undertaken an analysis of de-personalised data provided by the Department of Education in August 2020 for enrolments anticipated at Estella Road Public School for its commencement in Term 1 2021. The following figures detail the key catchments, namely student, walking, cycling, and public transport.

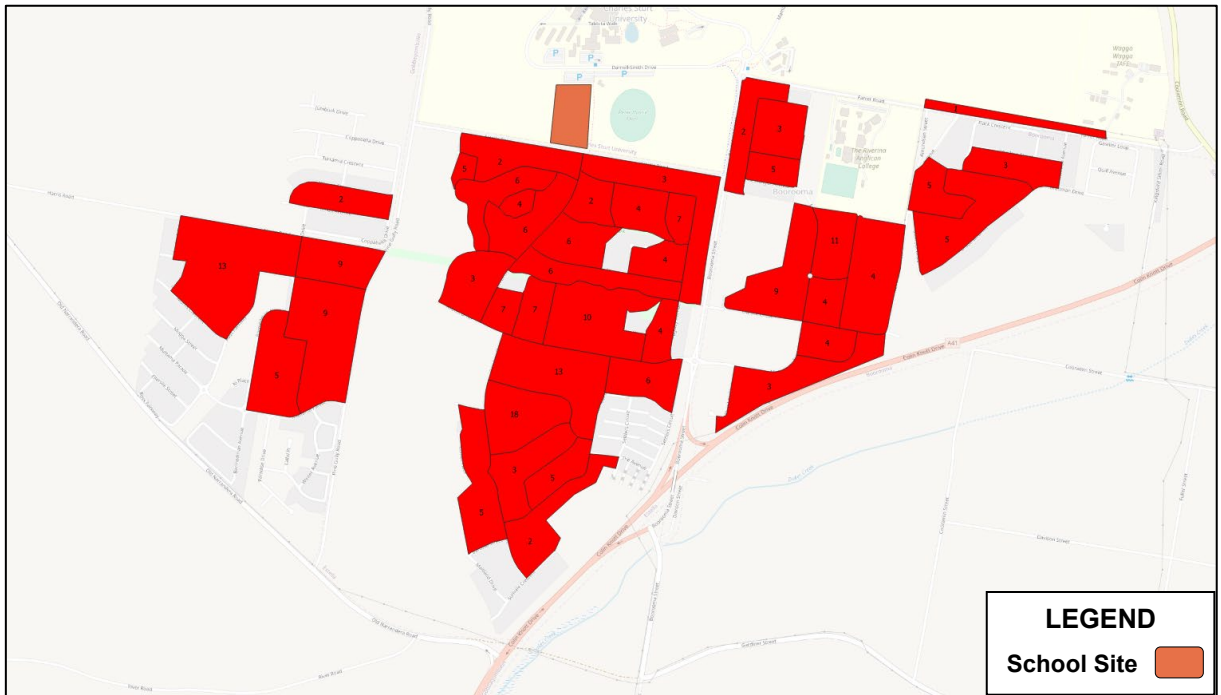


Figure 5: Student Distribution

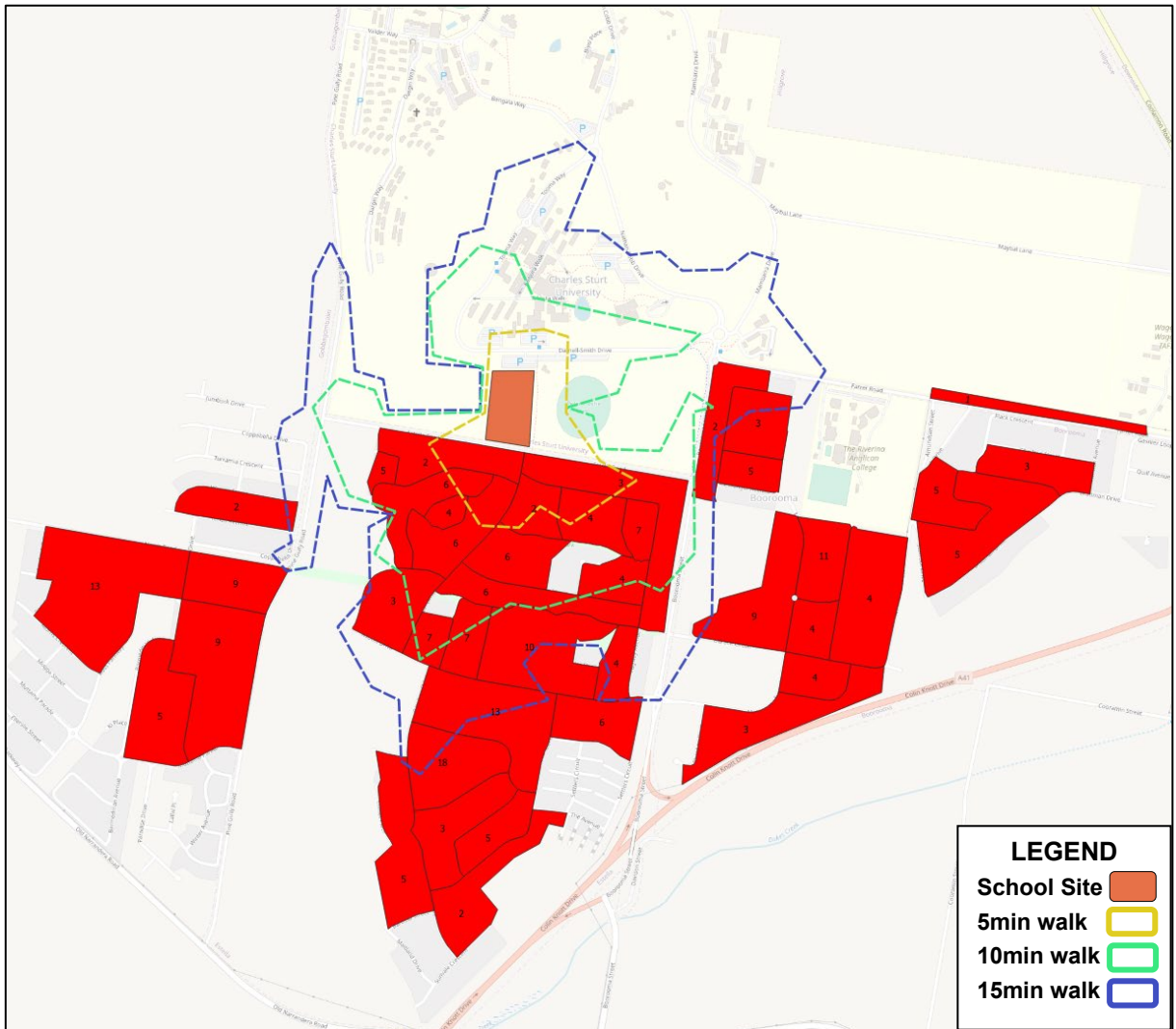


Figure 6: Walking Catchment

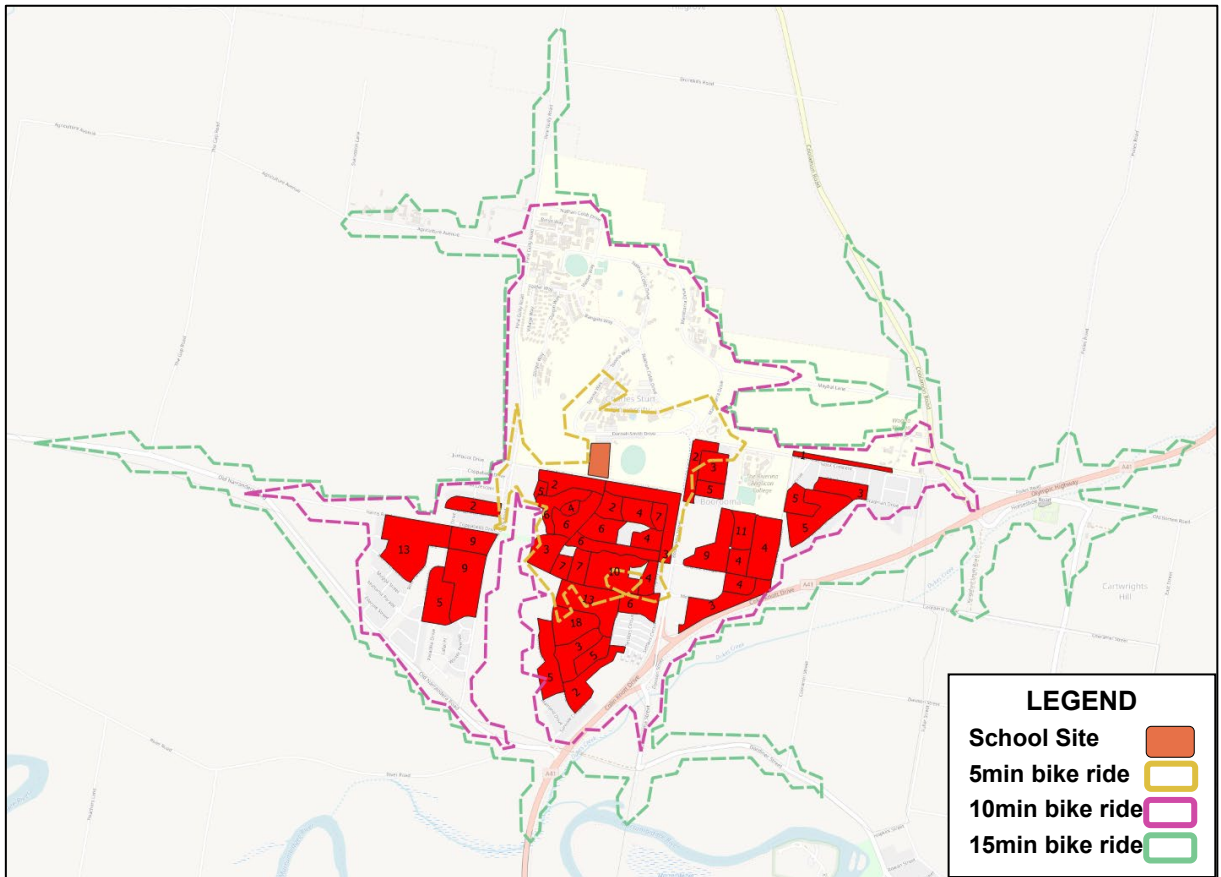


Figure 7: Cycling Catchment

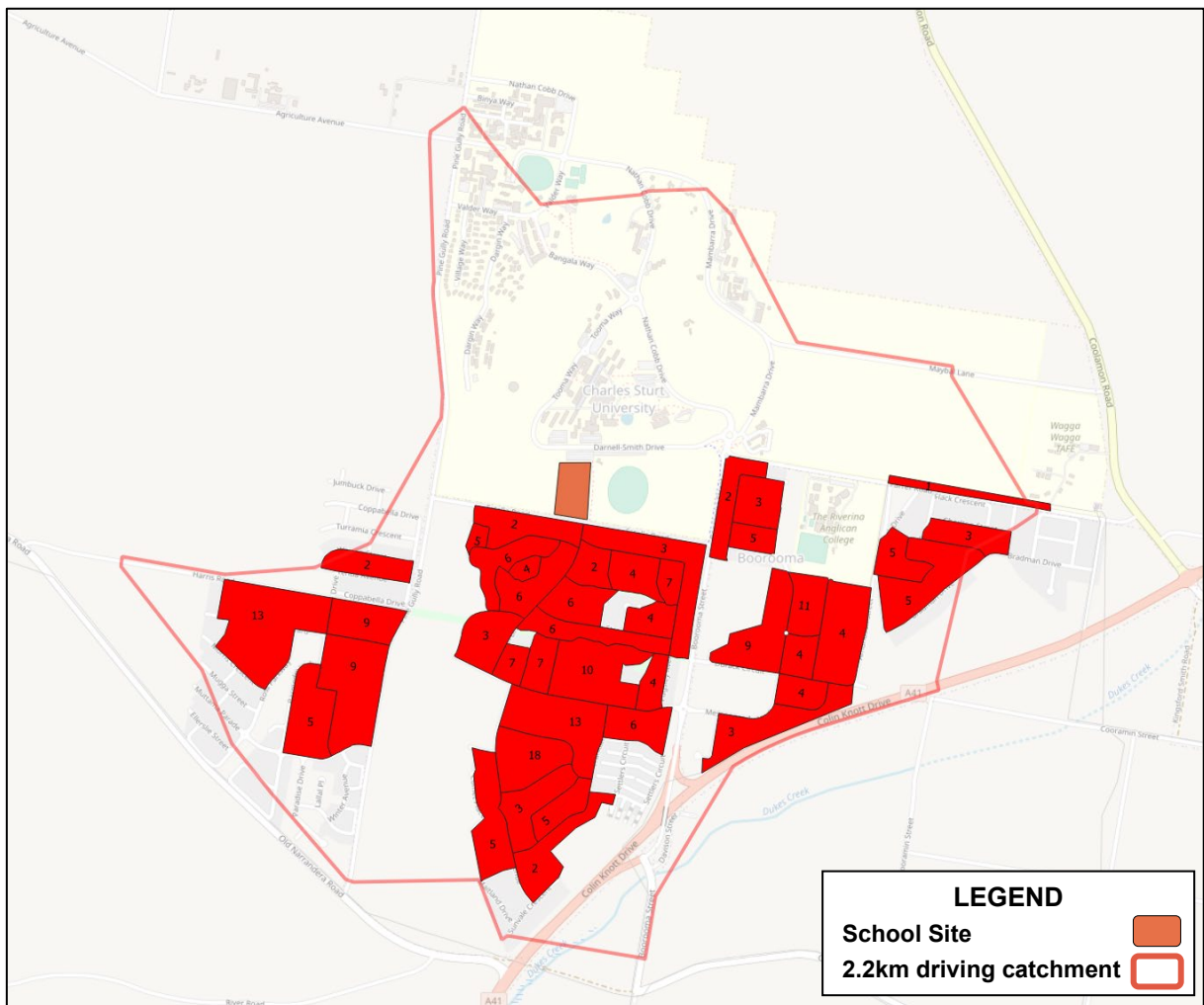


Figure 8: 2.2km Driving Catchments

With reference to the above figures, the following details the student locations in proximity to the School:

- 11% of students live within 400m radius from the school
- 34% of students live within 800m radius from the school
- 66% of students live within 1200m radius from the school.
- 94% of students live within 1600m radius from the school.
- 100% of students live within 2.2km driving distance from the school.

A more detailed breakdown for the 5-minute, 10-minute, and 15-minute walking and cycling distances is presented in **Table 7**.

Table 7: Cycling and Walking Catchment

Catchment	Travel Mode	
	Walking	Cycling
5-Minute	3%	38%
10-Minute	25%	100%
15-Minute	41%	100%

With consideration for the above, the walking and cycling catchments, and the average mode share patterns of schools in the Sydney Metropolitan Area, Ason Group has ranked the likelihood of students utilising a specific transport modes based on age and distance from the school. This is detailed in **Table 8** and **Table 9**.

Table 8: Mode Use by Age and Distance: Kindergarten to Year 3

Catchment	Travel Mode			
	Walking	Bus	Car	Bicycle
Within 400m	High	Low	Moderate	Low
401m – 800m	Moderate	Low	Moderate	Low
801m – 1200m	Low	Low	High	Low
1201m – 1600m	Low	Low	High	Low
1601m +	Low	Low	High	Low

Table 9: Mode Use by Age and Distance: Year 4 to Year 6

Catchment	Travel Mode			
	Walking	Bus	Car	Bicycle
Within 400m	High	Moderate	Low	Moderate
401m – 800m	High	Moderate	Low	Moderate
801m – 1200m	Moderate	High	Low	Moderate
1201m – 1600m	Low	High	Moderate	High
1601m +	Low	Moderate	Moderate	High

With the above breakdown of the likely transport modes to be adopted by students, a mode share target for 2021 has been developed. This is detailed in **Table 10**.

Table 10: 2021 Mode Share Targets

Travel Mode	Percentage
Walking	40%
Bus	5%
Bicycle	5%
Vehicle Passenger	40%

However, following the implementation of the action plan and the communication strategies, the above mode share would likely change. This is discussed further in Section 3.4.

2.4 Surrounding Public Transport Services

2.4.1 Fixed Rail Services

The Site is located 8.5km north of Wagga Wagga Station, and access to the station from the Site is provided by buses connecting to and from the Wagga Wagga City Centre detailed in **Figure 8**.

Given the Site being located within a Regional City, Fixed Rail Services are predominantly inter-city services and not expected to be relied upon for daily travel to / from the school.

2.4.2 Bus Services

Regarding standard bus travel, the *Integrated Public Transport Service Planning Guidelines* state that bus services influence the travel mode choices of sites within 400 metres (approximately 5 minutes walking distance for adults) of a bus stop. Local bus services are detailed in **Figure 8**.

It is anticipated that the local and district bus services will provide sufficient coverage and capacity to accommodate student travel to and from the School.

Consultation that has been undertaken with Busabout and the School Principal whereby existing bus service that runs along Estella Road will have a changed timetable to service the school based on a start time of 9:00am and school finish time at 3:00pm.

Estella Road has been designated as a bus route corridor and as such has been in accordance with the appropriate bus standards, including the provision of minimum 3.5m travel lanes and indented bus bays in the vicinity of the Site shown in **Figure 9**.

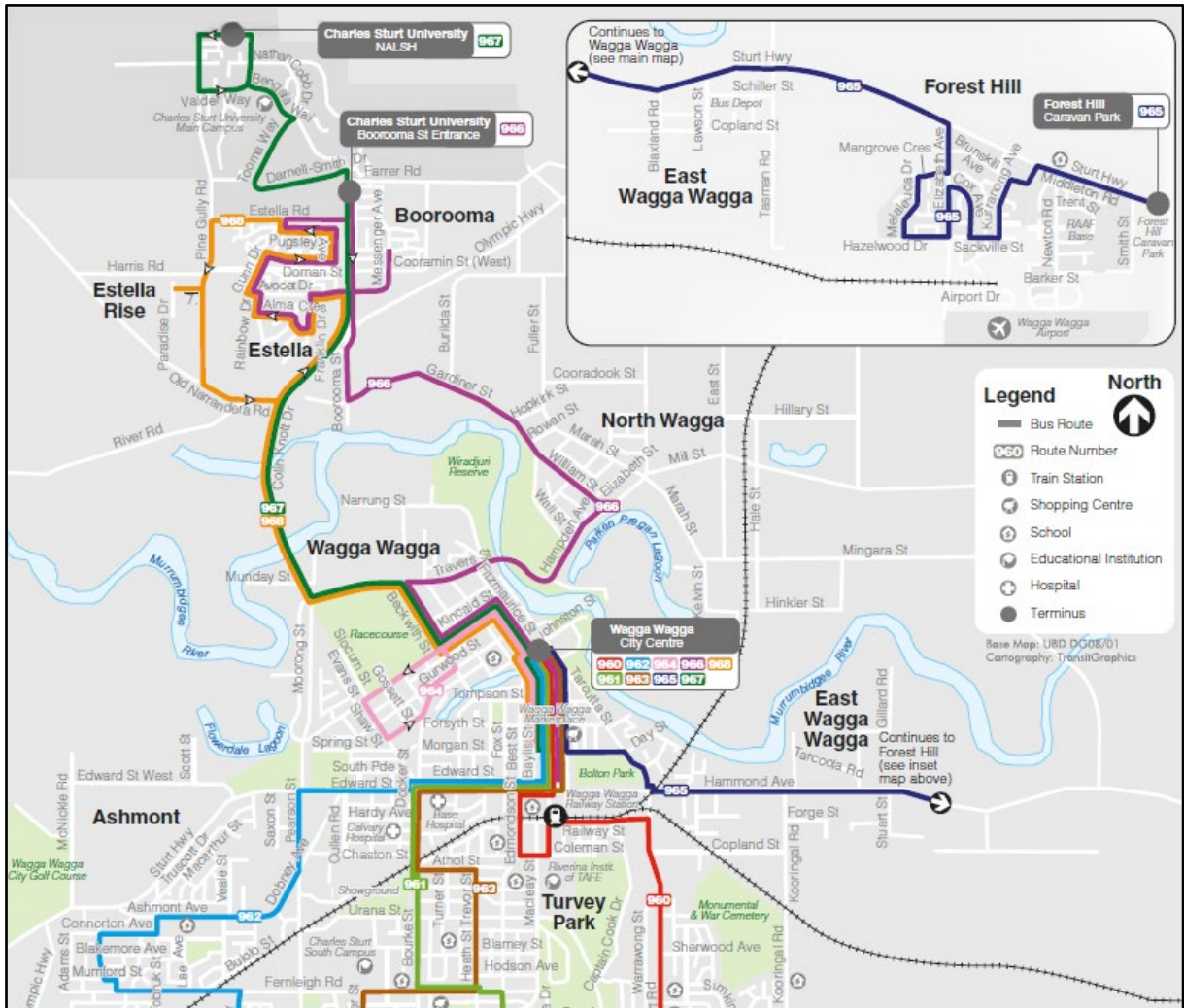


Figure 9: District and Local Bus Services

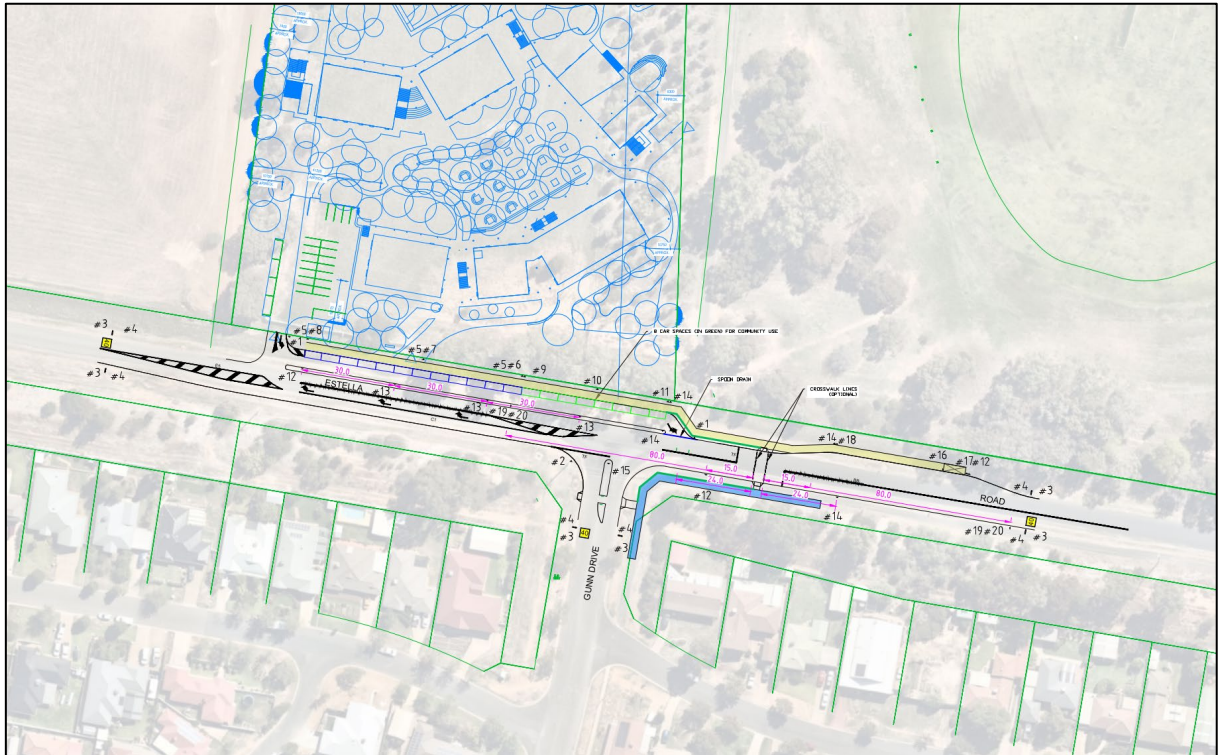


Figure 10: Estella Road Bus Bay Design

Given the Site is located in a regional area, it is understood that passengers can flag down buses anywhere along the route, and the buses will stop if safe to do so to pick up passengers. This is an existing arrangement that is in place in regional cities.

The indented bus stop that is provided as part of the School project will be used by Busabout for services to / from the School.

2.4.3 School Bus

While there is an expectation that the local and district bus services will provide the coverage and capacity required to accommodate student travel to and from the School, dedicated school bus services could be introduced should demand exceed public bus capacity. However, in general students would be encouraged to travel on scheduled public transport routes.

2.4.4 Bus stops

Bus stops are currently provided along all existing bus routes. Following consultation with Council and Busabout, Ason Group prepared a signage and line marking plan (Appendix A) of the upgraded arrangement of the nearest bus stop along Estella Road, to the east of the intersection of Estelle Road and Gunn Drive, and in the process of seeking Council, Busabout support prior to the plans being referred to the Wagga Wagga Local Traffic Committee for approvals. There is also an existing bus

stop located on Gunn Drive to the south of the intersection of Estella Road and Gunn Drive. The proposed location of the upgraded bus stop and the existing bus stop location is detailed in **Figure 10**.



Figure 11: Bus Stop Location

2.5 Active Transport Connectivity

2.5.1 Pedestrian Accessibility

To facilitate pedestrian access from the surrounding road network and drop-off / pick-up facilities pedestrian access points are provided at key location. These are detailed in **Figure 11**.



Figure 12: Pedestrian Access Points

With consideration for the student catchment and proposed mode share targets, extensive pedestrian and cycling facilities have been provided and proposed within the local road network. These facilities are detailed in **Figure 12** with consideration for the walking catchment. The key pedestrian access routes within the local road network are located along Estella Road, Gunn Drive, and Boorooma Street. These roads provide a footpath on at least one side of the road.

Footpaths are constructed (and being completed) along Estella Road including along the School frontage, providing connections to the broader areas within Estella.

With consideration for the temporary access arrangement, pedestrian access will be facilitated by two access points along the eastern boundary with a concrete footpath between the Darnell Smith Drive carparking area.

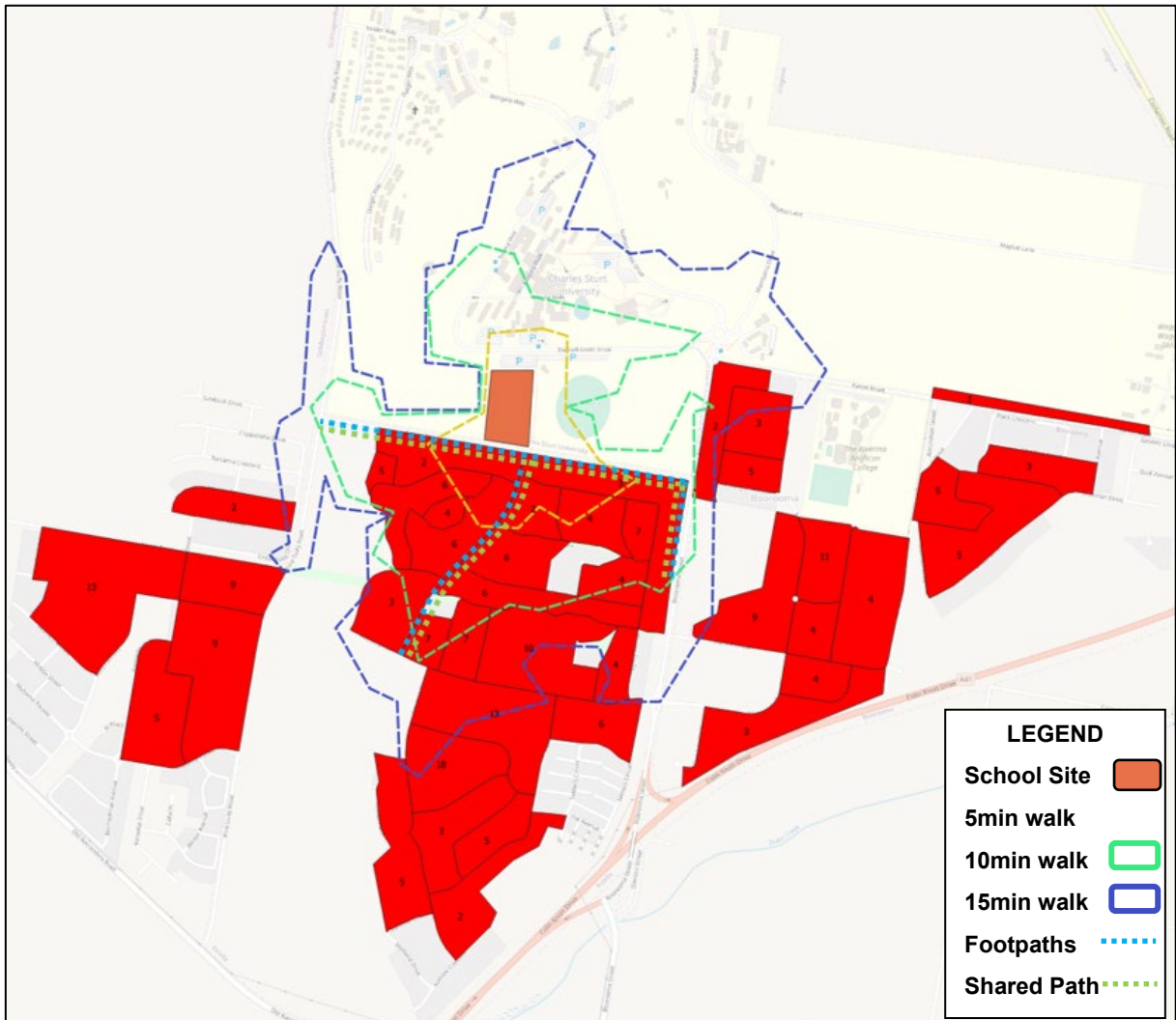


Figure 13: Local Pedestrian and Cycling Facilities

A pedestrian crossing / Children's Crossing (with potential for future Council upgrade to pedestrian crossing) have been designed and submitted to Wagga Wagga Council for review and commentary, on the basis that the pedestrian crossings / Children's Crossing concerned can be assessed against the special warrants outlined in the TfNSW Supplement to AS1742.10-2009: Manual of Uniform Traffic Control Devices (v3) to support the proposed pedestrian crossings.

Currently — with the school under construction and not operational until January 2021 — there are no Children's Crossing in the immediate area of the School. However, as part of the delivery of the Estella Road bus bay, a Children's Crossing is proposed and subject to securing final approvals from the Wagga Wagga Local Traffic Committee, will be provided across Estella Road on the eastern leg of the intersection of Estella Road and Gunn Drive.

Consultation with Council and Local Traffic Committee Members has suggested that TfNSW have provided in principal support of the Children's Crossing and a letter of support has been issued to

Wagga Wagga City Council previously. Any potential upgrade of the Children's Crossing to a pedestrian crossing (zebra type) will be subject to assessment by TfNSW, and would also require support from the Local Traffic Committee.

Refer to Appendix A for the Signage and Line Marking Plan prepared by Ason Group for details of the proposed facilities that is subject to further refinement and consultation with key stakeholders.

2.5.2 Cycle Routes

Regional cycle routes are still under development. However, it is noted that a wide path, identified as a future pedestrian / bicycle shared path is provided on the south side of Estella Road between Boorooma Street and Gunn Drive, which link to the broader regional cycle network, including the cycleways within the school catchment.

The balance of the shared path along the south side of Estella Road between Gunn Drive and Pine Gully Road, along Pine Gully Road, with connections into Gobbagombalin have been identified in the Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 (Refer to Map 7, Page 41), where Council will ultimately deliver the infrastructure.

3 Operational Management Measures

3.1 Plan of Management

The School can and will coordinate pedestrian and vehicle on-site and within the local road network to meet operational requirements and ensure the safety of students with maintaining efficiency on-street. The following management measures are proposed.

3.1.1 Plan Maintenance

This Plan shall be subject to ongoing review and will be updated as necessary in response to changing requirements. It is recommended that the Plan be reviewed initially within 6 months of Day 1, Term 1, followed by a second review 6 months after the initial review. Beyond the initial two reviews, it is recommended that the Plan be reviewed annually.

3.1.2 Key responsibilities of Management

Management shall:

- Ensure all staff are provided with sufficient training to undertake the required tasks. This includes responsibility for measures to ensure that all staff, parents/carers, visitors, and students are familiar with site specific rules through appropriate site induction procedures.
- Be familiar with and address their respective duty of care requirements in accordance with the applicable state Work Health and Safety legislation.
- Ensure WHS Incident logbooks are maintained and undertake necessary action(s) in relation to any reported issues.

3.1.3 Hours of Operations

The School would be accessible from 6:00AM – 6:00PM on weekdays with restricted access outside of these hours.

3.2 Pedestrian Access

As detailed in Section 2.5.1, there are a number of different pedestrian access points. Following liaising with the School Principal, it is understood that the pedestrian access points would be monitored by staff during the morning and afternoon peak periods.

With consideration for the Signage and Line Marking Plan attached in Appendix A, it is noted that pedestrian crossings are proposed at the following locations:

- Children's Crossing Type 1 at the eastern leg of the Estella Road / Gunn Drive intersection.

The Children's Crossing in particular will require management by an authorised School Crossing Supervisor, who will need to install the flags to establish the crossing.

Being a new School, the School do not meet the criteria for a TfNSW School Crossing Supervisor in Day 1, Term 1 operations when the school initially open. The applicable TfNSW criteria for the request of a funded school crossing supervisor

(<https://roadsafety.transport.nsw.gov.au/stayingsafe/schools/schoolcrossingsupervisorprogram.html>)

are:

- *The site must have an existing children's crossing, pedestrian crossing (zebra) or combined crossing (children's and zebra)*
- *The crossing must be used by infant and / or primary school children*
- *The site must be located within a 40km/h school zone*
- *In the morning or afternoon, the crossing must register counts of either:*
 - *50 or more unaccompanied infant and / or primary school children, or*
 - *300 or more passenger car units (heavy vehicles over three tonnes unladen are counted as two passenger car units)*
- *The site must be considered a safe working environment for a school crossing supervisor.*

Given the criteria applicable requires metric warrants be met prior to an applicable being able to be made for a TfNSW funded school crossing supervisor, to encourage walking to / from the school from Day 1, Term 1, it is recommended that School Infrastructure provide initial funding for the provision of a School Crossing Supervisor for the initial two years of operations of the School.

It is recommended that traffic counts be commissioned initially at 6 months following Day 1 operations to review and validate whether the level of pedestrian / traffic activities meet the criteria.

At the time of preparation of this OTAMP, Ason Group is seeking further information regarding the operation of the pedestrian access points, namely for visitors and out-of-hours. This is discussed below.

3.2.1 Visitor Access

Visitor access to the school will be via the main access gate on Estella Road. In summary:

- The intercom, gate control panel (GCP) and video monitor will be located and controlled from the administration office or an alternate central location.

- Key FOBs or proximity cards will be provided to those, like staff who have access to the car park. Others will need to use the intercom to be granted access.

3.2.2 Out of Hours Access

At the time of writing this report, Ason Group has requested information regarding the operation of the Out of Hours School Care (OOSH) program namely: the hours of operations. It is anticipated that the OOSH would have the following hours of operation:

- before School: 6:30am – 8:45am
- after School: 3:00pm – 6:00pm.

Regarding the general site as a whole, access will be restricted at these times:

- weekdays: before 6:30am and after 6:00pm
- weekends and public holidays: before 8:00am and after 6:00pm

Notwithstanding the above, prior to any larger scale out of school hour activities (fete, sporting events, carnivals, etc), an Event Traffic Management Plan specific to the activity shall be prepared as part of the “Out of Hours Event Management Plan” required by Condition E1 of SSD 9494 to address traffic and parking management matters.

3.3 Vehicle Access

Given the nature of the Site, different vehicle types will be required to access the School and will utilise the drop-off / pick-up areas. As detailed in Section 2.2, the School provides a single drop-off / pick-up area and a staff carpark, both accessed via Estella Road along the southern frontage. Access to these areas is detailed in **Figure 13**. As detailed in the below, service vehicles will access the servicing area via the staff carpark access.

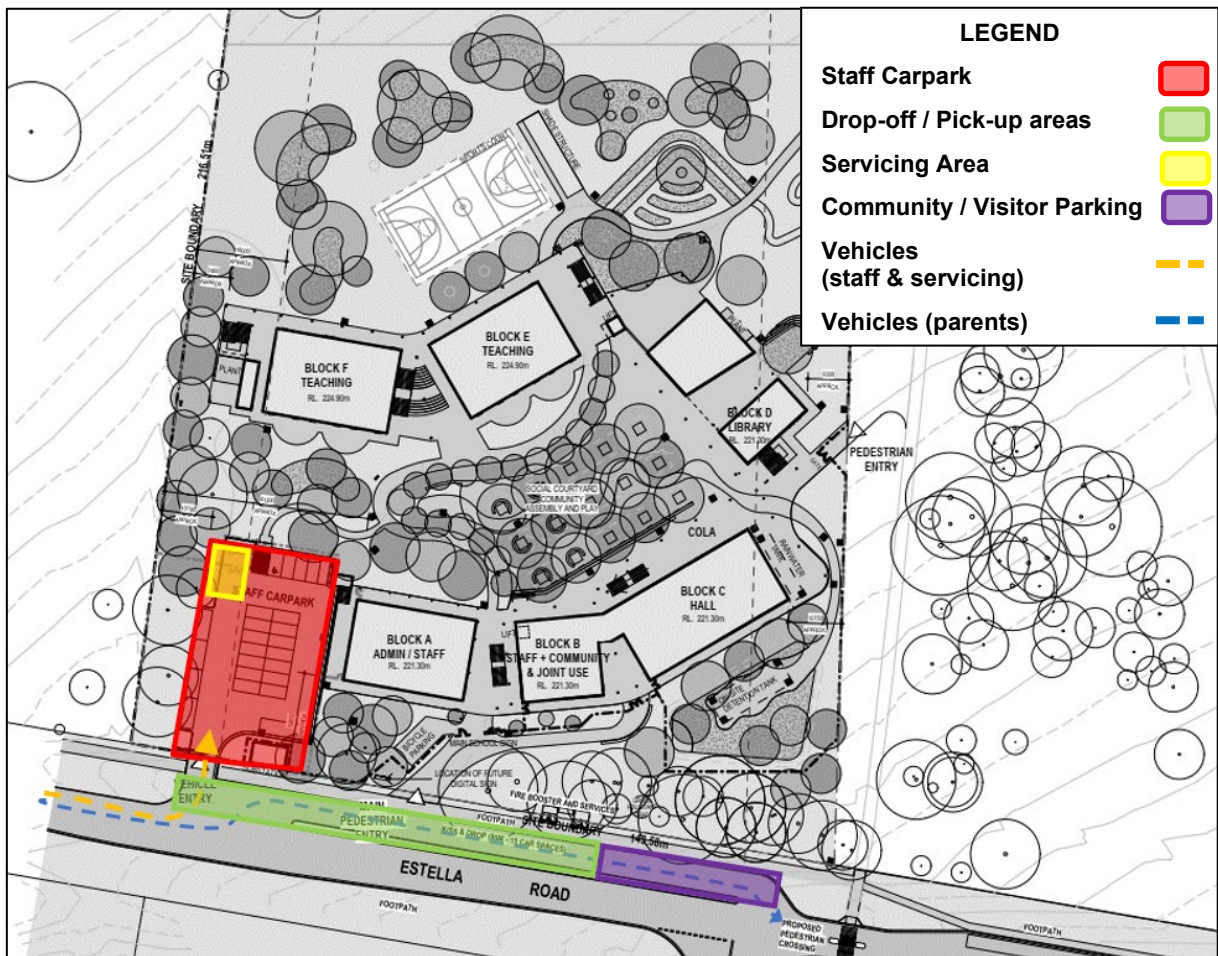


Figure 14: Vehicles Access

The management procedures of these amenities are discussed below.

3.3.1 Drop-off / Pick-up Facilities

As detailed in Figure 2 and Figure 14, the School provides a single drop-off / pick-up facilities along the southern frontage. These spaces have been designed with consideration for special education students, namely they have been designed with accessible parking space dimensions with additional fence along the median island to provide additional protection to children and families.

As part of the Signage and Line Marking Plan prepared by Ason Group, these areas are signposted as “Kiss & Ride Area” at all times. These will essentially operate as “No Parking” zones where parents are unable to leave 3m from the vehicle or stay for longer than 2 minutes.

With consideration for the Transport Impact Assessment prepared by Ason Group dated October 2019 (herein referred to as the Ason Report), the capacity of the drop-off / pick-up area was determined to meet the future traffic distribution and generation of the School. The drop-off / pick-up area was

determined to have a capacity of 338 vehicles movements during the afternoon peak 45-minute period. This exceeds the anticipated traffic generation of 250 vehicles.

During the afternoon peak period, parents will arrive on-site at the appropriate drop-off / pick-up area and may use a placard with student names to assist staff who will call out names of students. Students will be held on-site prior to their name being called. This will assist with keeping the turnover times low therefore reducing the potential for queuing. Additional strategies such as: grouping students in pick-up groups, coloured bag tags corresponding to pick-up groups, assigned parent / carer for pick-up across all days, are to be considered by the School.

During the temporary arrangement as detailed in Figure 4, the same strategies will be adopted to ensure the safe and efficient movement of vehicles and children.

Additional consultation with Council will be required should the School design and implement a School drop-off / pick up initiative. The implementation of any initiative will require the involvement of the Road Safety Officer providing awareness, advice and education to parents, children, and staff.

TfNSW has prepared information documentation titled *School Drop-off and Pick-up; Organising the Initiative* details additional methods that can be adopted to assist in a safe and efficient management system for drop-off / pick-up areas. This has been attached in **Appendix D**.

3.3.2 Staff Carpark

Under the typical access arrangement, access to the staff carpark is provided via Estella Road and accommodates 23 parking spaces including 1 accessible space.

However, as previously discussed the staff carpark will be located on to the north of the School off Darnell Smith Drive. Access to and exit out of the staff car park will be managed in a way that during the AM peak drop off period, vehicles are not allowed to exit the staff car park to reduce potential conflicting movements. During the PM peak pick-up period, staff will not be able to exit until the kiss and drop area is largely cleared. This arrangement will be refined as part of the initial phase of school opening via the appointed Travel Coordinator to ensure adequate management procedures are in place to reduce the number of movements during peak times.

Within the first 4 weeks of school opening, a TCP has been prepared and traffic controllers engaged by the Department via Hansen Yuncken to assist in the management and monitoring of the Kiss and Drop to ensure traffic safety at both the entry and exit of the Kiss and Drop. The Travel Coordinator for the school will be on-site at selected days and times to observe traffic movement and driver behaviours and make recommendations on any required changes as necessary in February 2021.

The entrance to the drop off area and its configuration has been subject to extended consultation throughout the approval process and the design has been approved and represented in Stamped Plans.

Parking allocation within the staff carpark is to be determined by the School administration.

3.3.3 Community / Visitor Parking

Access to the community / visitor parking spaces is provided via Estella Road, similar to the drop-off / pick-up facilities. These spaces have a parking restriction of 1 hour.

3.3.4 Bus Access

As per Section 2.4.4, the bus stops that will service the School are located east of the School boundary along the north side of Estella Road and to the east of the intersection of Estella Road and Gunn Drive. These bus stops will be operational at all times, benefiting the broader community and used by the School during the School peak periods to allow students to travel to and from the School.

For special events such as excursions, these bus stops will also be utilised. Students would be escorted to and from the bus stops and traffic will be managed by staff when students are using the crossings.

3.3.5 Servicing

All major deliveries and waste collection will occur at the servicing area within the staff carpark. Delivery times would be strictly managed to ensure the minimum movements possible and these occur outside of the school peak periods.

With regards to the temporary arrangement, waste vehicle and truck access to / from the staff car park is restricted to hours outside the peak pick-up / set-down periods of the day to minimise conflicting movements.

3.3.6 Driver Code of Conduct

All drivers are to operate in a manner consistent with the requirements of applicable Work Health and Safety (WHS) legislation and other business specific policies.

All commercial vehicle drivers are to be familiar with the Driver Code of Conduct before attending the Site. A copy of the Code is included in **Appendix C**.

3.4 Sustainable Transport Initiative

A Green Travel Plan (GTP) and Travel Access Guide (TAG) have been prepared for the Estella Road Public School. This GTP provides develop a package of site-specific measures to promote and maximise the use of sustainable travel modes, including walking, cycling, public transport and car sharing. In this regard, the GTP sets out objectives and strategies to assist in achieving the goal to reduce reliance on private vehicle usage.

The primary objectives of a GTP are to:

- Promote the use of 'active transport' modes such walking and cycling, particularly for short-medium distance journeys
- Reduce reliance on the use of private vehicles for all journeys, up to date public transport information will be issued to all employees and grandstand visitors via email.

Any GTP developed for the Site would adopt the following movement hierarchy with priority given to 'active transport' followed by mass public transport and lastly the use of cars and other private vehicles.

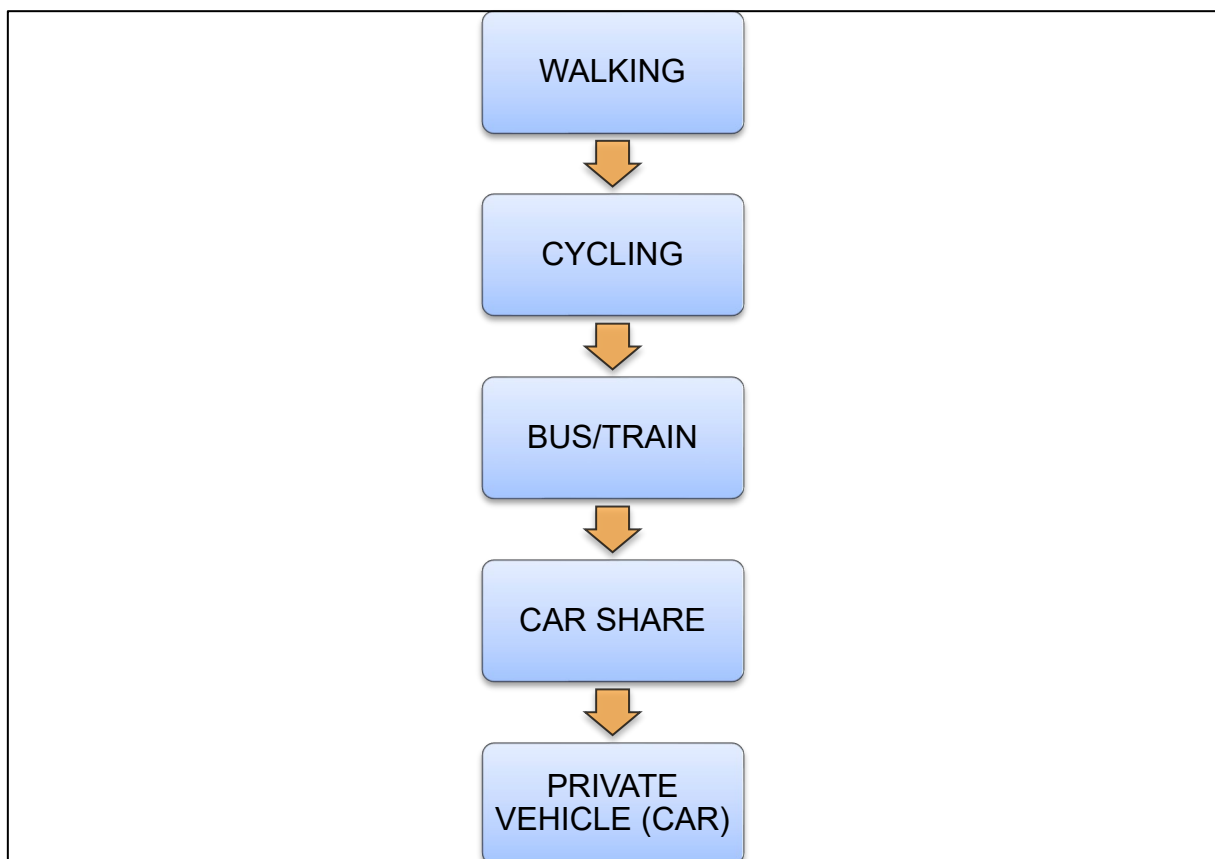


Figure 15: Movement Hierarchy

4 Monitoring and Review Process

4.1 Plan Maintenance

This Plan shall be subject to ongoing review yearly, and shall be updated accordingly. Regular reviews will be undertaken by the Travel Plan Coordinator (TPC), as required.

Key considerations regarding the review of the Plan shall be:

- Updating baseline conditions to reflect any changes to the transport environment in the vicinity of the Site such as changes to bus services, new cycle routes, new roads, etc. In this regard, review of the OTAMP may be undertaken on a more frequent basis,
- To identify any shortfalls and develop an updated OTAMP to address issues.

4.2 Monitoring and Review Actions

To assess the efficacy of the OTAMP, the following actions are to be undertaken by the TPC:

- Undertake community consultation to gauge feedback regarding implemented management plans and areas for improvement to improve traffic conditions.
- Periodic on-site review of facilities such as the drop-off / pick-up area, bicycle racks.

It is recommended that an initial audit be undertaken within 6-months of the school opening to establish baseline conditions as early as possible.

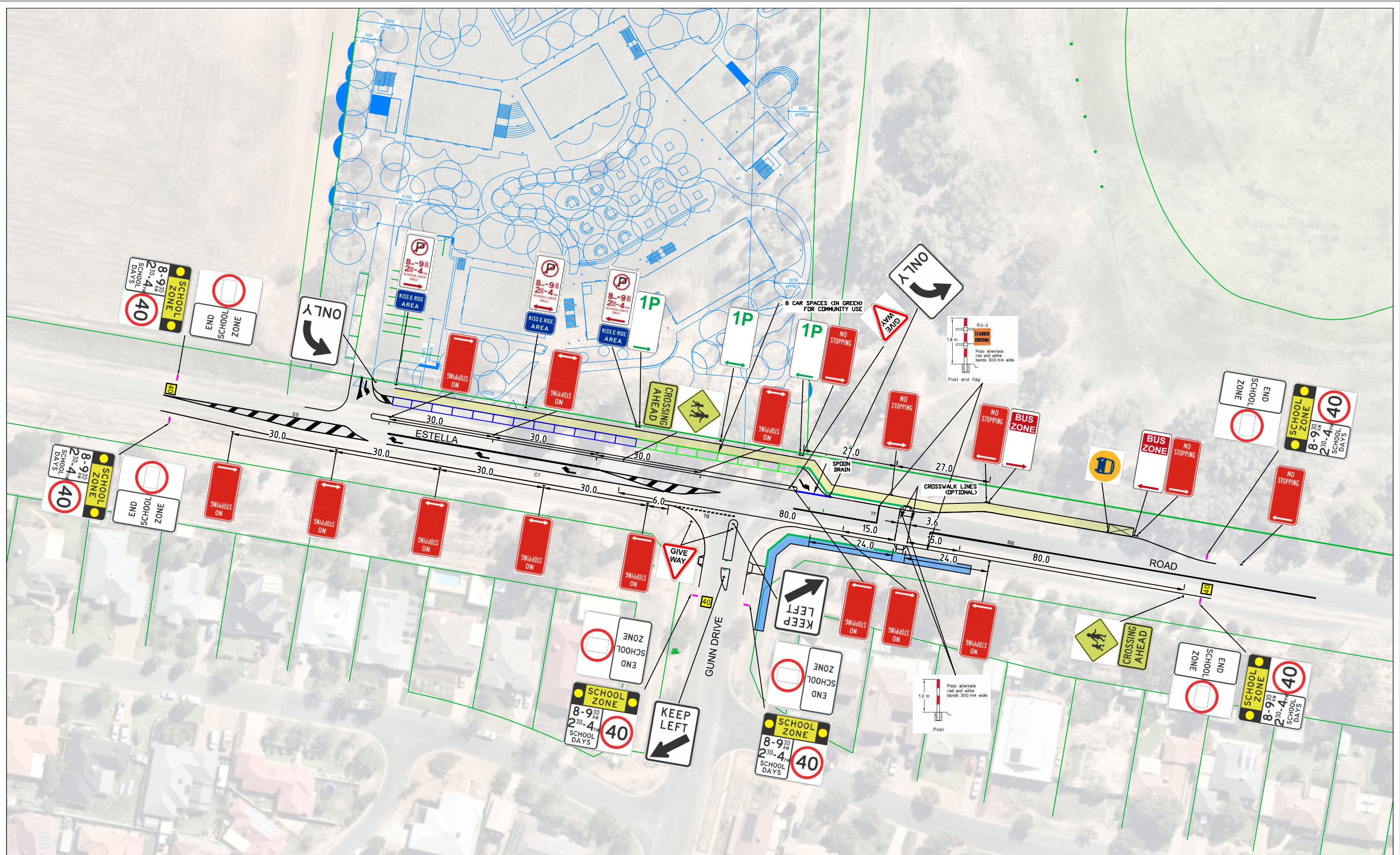
Following the review process, the Plan would be updated with consideration for the findings and resubmitted to DPIE. It is noted that the initial review will be undertaken in June 2021, and submitted to DPIE, and following reviews will be similarly undertaken in December 2021, followed by yearly review by the TPC.

4.3 Feedback Framework

Following the actions undertaken as part of the review process, feedback is to be provided to key stakeholders including: the community, TfNSW, Council, and the Department of Education, detailing the efficacy of the OTAMP. The management plans will be adapted accordingly.

Appendix A

Signage and Line Marking Plan



Notes:

This drawing is provided for information purposes only and should not be used for construction.

Document Info:

Drawn by: Wendy Zheng
File name: P1049-04-v4.dwg

Client:

HANSEN YUNCKEN

Project:

P1049
NEW ESTELLA PRIMARY SCHOOL, WAGGA WAGGA

Drawing Title:

SIGNAGE AND LINEMARKING OVERVIEW

Date:

01.12.2020

Scale @ A3:

1:1000

Drawing Number:

AG1049-04-01

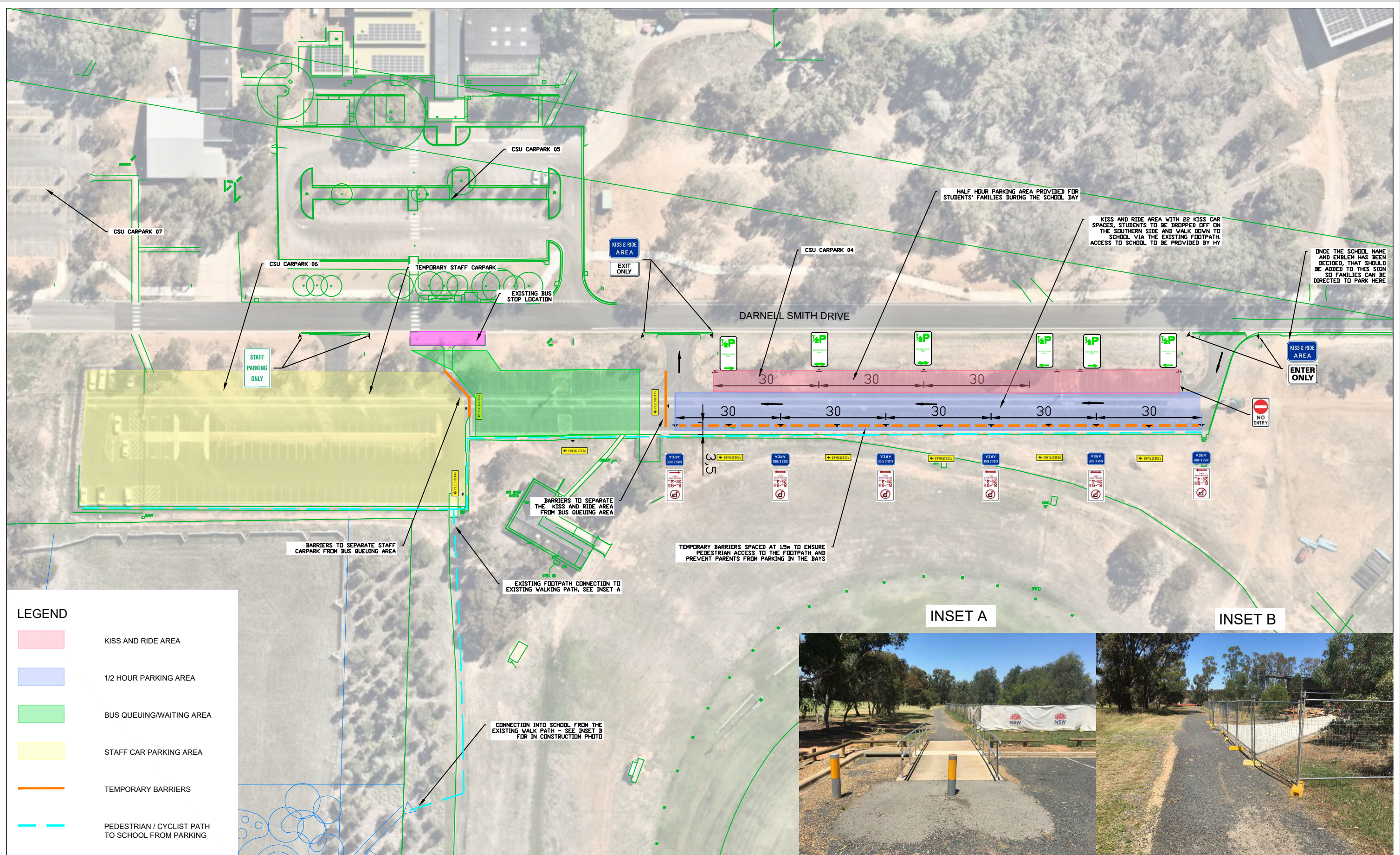
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Appendix B

Temporary Signage and Line Marking Plan



Appendix C

Driver Code of Conduct

- Driver Code of Conduct -

Drivers Code of Conduct

Safe Driving Policy for Estella Road Public School.

Objectives of the Drivers Code of conduct

- Minimise conflict with other road users;
- Minimise road traffic noise; and
- Ensure minibus and bus drivers use specified routes.

Code of Conduct

All vehicle operators accessing the site must:

- Take reasonable care for his or her own personal health and safety.
- Not adversely, by way of actions or otherwise, impact on the health and safety of other persons.
- Notify their employer if they are not fit for duty prior to commencing their shift.
- Obey all applicable road rules and laws at all times.
- In the event an emergency vehicle behind your vehicle, pull over and allow the emergency vehicle to pass immediately.
- Obey the applicable driving hours in accordance with legislation and take all reasonable steps to manage their fatigue and not drive with high levels of drowsiness.
- Obey all on-site signposted speed limits and comply with directions of traffic control supervisors in relation to movements in and around temporary or fixed work areas.
- Ensure all loads are safely restrained, as necessary.
- Operate their vehicles in a safe and professional manner, with consideration for all other road users.
- Hold a current Australian State or Territory issued driver's licence.
- Notify their employer or operator immediately should the status or conditions of their driver's license change in any way.
- Comply with other applicable workplace policies, including a zero tolerance of driving while under the influence of alcohol and/or illicit drugs.

- Not use mobile phones when driving a vehicle or operating equipment. If the use of a mobile device is required, the driver shall pull over in a safe and legal location prior to the use of any mobile device.
- Advise management of any situations in which you know, or think may, present a threat to workplace health and safety.
- Drive according to prevailing conditions (such as during inclement weather) and reduce speed, if necessary.
- Have necessary identification documentation at hand and ready to present to security staff on entry and departure from the site, as necessary, to avoid unnecessary delays to other vehicles.

Crash or incident Procedure

- Stop your vehicle as close to it as possible to the scene, making sure you are not hindering traffic. Ensure your own safety first, then help any injured people and seek assistance immediately if required.
- Ensure the following information is noted:
 - Details of the other vehicles and registration numbers
 - Names and addresses of the other vehicle drivers
 - Names and addresses of witnesses
 - Insurers details
- Give the following information to the involved parties:
 - Name, address and company details
- If the damaged vehicle is not occupied, provide a note with your contact details for the owner to contact the company.
- Ensure that the police are contacted should the following circumstances occur:
 - If there is a disagreement over the cause of the crash.
 - If there are injuries.
 - If you damage property other than your own.
- As soon as reasonably practical, report all details gathered to your manager.

Appendix D

TfNSW School Drop-off and Pick-up: Organising the Initiative

School Drop-off and Pick-up

Organising the initiative

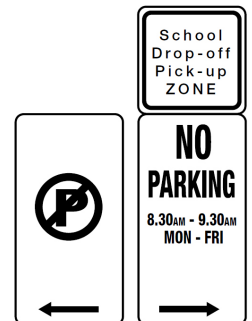
What is a school Drop-off and Pick-up zone?

Some schools and councils use No Parking areas, signed as Drop-off and Pick-up, Kiss and Ride, or Kiss and Drop zones.

These areas are always on the school side of the road and are designated by “No Parking” signs.

They provide a safe spot for parents and carers to drop off and collect their children from school by car.

Drivers may drop off and pick up passengers legally within a two-minute timeframe.



What is a school Drop-off and Pick-up initiative?

This strategy allows the efficient use of the Drop-off and Pick-up area during busy times at the beginning and end of the school day.

A driver pulls into the kerb and remains in control of the vehicle while an identified supervising adult from the school community assists students to exit or enter the vehicle.



Kids and Traffic
Safety Door sticker
RTA45091021K

What must be planned?

The school community needs to:

- Consult with the local council to consider whether the traffic environment outside the school would support the initiative without disrupting traffic flow.
- Consider existing school access points and school entry and exit procedures.
- Confirm school community support for the initiative.
- Fully understand all legal issues regarding liability in respect of students and volunteers.

How to implement the initiative

The school community needs to:

- Consider relevant insurance policies and child protection guidelines.
- Determine the operating times of the initiative.
- Develop a system for matching the child to the correct vehicle at pick-up times.
- Develop a roster of those adults approved by the school community to supervise students as they exit or enter a vehicle.
- Communicate details of the initiative's operation and safety procedures to drivers, students, supervising adults and the general school community.
- [Keeping our kids safe around schools](#) has information for principals, parents and members of the school community. Order Safety Door stickers from our [online catalogue](#).

roadsafety.transport.nsw.gov.au

Disclaimer

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Appendix E

CV of Authors of OTAMP

Dora has 20 years of professional experience across the fields of urban planning, and traffic and transport engineering. With specialities in concept and schematic traffic design, road safety engineering, construction traffic management planning and major event traffic and transport operations planning, Dora focus on achieving practical, customer centred solutions commensurate with the project type, purpose and level of user experience established in collaboration with clients, delivery partners and project teams.

Dora's expertise in land use development planning and design has specific focus on car park design, traffic

management system design, and loading facilities design and design of traffic systems based on the operational requirements as well as future adaptability of spaces. Dora has been involved in a broad range of traffic and transport projects providing high quality service and end to end project advice to a range of public and private sector clients.

Dora has worked on a broad range of inter-disciplinary design teams where she collaborated with clients and consultants of various disciplines in achieving forward thinking outcomes that considers both current and future needs of end users.

QUALIFICATIONS & EDUCATION

- Post Graduate Diploma in Transport and Traffic (Monash)
- Post Graduate Diploma Planning & Design (Melbourne)
- Bachelor of Science (Auckland)

KEY PROJECTS

Warrick Lane Precinct, Blacktown NSW Blacktown City Council

The Warrick Lane Precinct (The Precinct) is located within the Blacktown City Centre, 500 metres east of Blacktown Railway Station. The 2.8-hectare site has been identified for redevelopment as part of the of the Blacktown City Centre Transformation. The objective of the transformation is to provide employment, housing, social, cultural, recreation and transport infrastructure within a framework of sustainability and design excellence.

Dora was engaged by Blacktown City Council to provide traffic and transport advice on the transformation project, and managed the delivery of a range of transport engineering output including schematic and detailed design input to the Project, Transport Impact Assessment in multiple phases, DA stage and Detailed Stage Construction Traffic and Pedestrian Management Plan preparation and worked closely with the broader project team.

KEY SKILLS

- Transport Management and Operations Planning
- Transport Design
- Event Traffic and Transport Management Operations Planning and Delivery
- Stakeholder management

Blacktown Health Precinct, Blacktown NSW Blacktown City Council

Blacktown Health Precinct is located to the east of the Blacktown City Centre. The Health Precinct has been identified as a transformation project of the Blacktown City Council to support the forecasted growth in population planned for Blacktown. The objective of the transformation is to provide employment and social infrastructure within a framework of sustainability and design excellence.

Dora was engaged by Blacktown City Council to provide traffic and transport advice on the transformation project, and managed the delivery of a range of transport engineering output including masterplan, strategic transport analytics and design input to the Project.

Woolworths National Loading Facilities Transport Management Safety Review | Woolworths

Dora was the National Technical Leader for the development and delivery of a loading facilities transport management safety review program for the Supermarkets branch of Woolworths which involved the development and delivery of

a transport management inspection, review and reporting program involving over 1000 stores. Dora worked closely with the Health and Safety section of Woolworths and was a key member of the delivery team of the study.

Woolworths Drive Program Design Standards Development and Test Fit | Woolworths

Dora was the National Technical Design Lead for the review and provision of technical design advice to inform the development of standard layout and the design guideline of drive through facilities for Woolworth Supermarket assets. Dora has completed a series of test fits across a number of stores located in NSW, SA, WA and NT reviewing and providing design options to retrofit drive through facilities.

Woolworths Minchinbury Distribution Centre (NSW) | Woolworths

Dora was the Project Director and Transport Engineering Lead for the redesign of loading, circulation and parking facilities within the existing Woolworths Minchinbury Distribution Centre and associated Development Application Transport Assessment and Modification application.

Woolworths Fresh Refrigerated Distribution Centre (VIC) | Fabcot

Dora was the Transport Engineering Lead from feasibility phase of the project, to completion of Planning Permit application and associated Concept to Schematic Design phases of the Woolworths Fresh Project in Truganina, Victoria. The project involved the development of a fourth leg to a roundabout, B-Double queuing areas, vehicle circulation, as well as parking facilities and design of a channelised right turn facility along Foundation Road.

Woolworths Melbourne South Regional Distribution Centre (VIC) | Fabcot

Dora was the Transport Engineering Lead for the project and has provided transport engineering input from the development of the Principal's Project Requirement, assisting the Project Architect in the development of a reference design, assistance in provision of transport engineering advice to inform site selection, subsequent Concept and Schematic Design work, and Transport Impact Assessment for the Planning Application.

Victoria Police Centre (2016 – 2020) and City West Police Complex (2011 – 2015), Melbourne | Cbus Property

The recently completed Victoria Police Centre and the City West Police Complex located at the corner of Spencer Street and La Trobe Street, Melbourne forms a custom-designed, integrated precinct.

Dora was the Transport Engineering Lead for the project since 2011 and has worked collaboratively with both the Project Principal, representatives of Victoria Police and the Project Design Team to develop custom designed solutions to traffic and transport facilities associated with the development. Dora prepared Transport Assessment reports, technical memorandums, and heavily involved in consultation with authorities and stakeholder consultation.

Secure Facilities, Melbourne | Reserve Bank of Australia

Dora was the Traffic Management Lead for the Secure Facilities developed by the Reserve Bank of Australia in Craigieburn, Melbourne.

Dora was engaged to develop traffic management arrangements, functional requirements and specifications embedded into the architectural, civil and security arrangements of the project.

Other Select Projects:***Education*****Alex Avenue Public School | NSW Department of Education**

Dora was the Transport Engineering Lead for the project, and assisted in the preparation of contingency parking and site access design, responses to Response to Submissions, development of School Transport Plan, and liaison with Council.

New Estella, Wagga Wagga Public School | NSW Department of Education

Dora was the Transport Engineering Lead for the project, and assisted in the preparation of responses to Response to Submissions, development of site access design, School Transport Plan, and liaison with key stakeholders.

Catherine Field Public School | NSW Department of Education

Mixed Use

Langston Place, Epping (NSW) | Cbus Property

88 Walker Street, North Sydney | Billbergia

1 Dension Street, North Sydney | Multiplex and The Winten Property Group

435 Collins Street, Melbourne (VIC) | Cbus Property

140 – 150 Queen Street, Melbourne (VIC) | Cbus Property

Community

Tom Wills Community Oval | Sydney Olympic Park Authority

Tom has a Bachelor of Civil Engineering and has been working in the traffic engineering and transport planning industry since 2015.

During this time, Tom has undertaken numerous projects for both private developers and Government Agencies, including Councils and NSW Health Infrastructure across a range of industry sectors.

Tom has demonstrated ability in all areas of traffic engineering and transport planning and has been involved in many significant studies.

Past projects have ranged in size from detailed design advice in relation to small residential developments with highly constrained accesses opportunities to the preparation of Traffic Impact Assessment (TIA) for large development submissions.

Tom has been trained in and worked with numerous transport planning models and this experience allows him to provide strategic and specialist advice on transport planning issues. These models and programs include AutoCAD, Autotrack, and SIDRA.

QUALIFICATIONS & EDUCATION

- BE Civil Engineering (University of NSW)
- Member AITPM
- Member of Engineers Australia

PROFESSIONAL BACKGROUND

- 2015 – Current: Ason Group
Traffic Engineer
- 2015: Birzulis Associates
Structural Engineer

KEY SKILLS

- Traffic Impact Assessments
- Master Planning & Feasibility Studies
- Sustainable Transport Planning
(Green Travel Plans & Transport Access Guides)
- Transportation Modelling Analysis (SIDRA)
- Australian Standards (AS2890 & AS1158) Compliance
- Car Park & Loading Dock Design & Assessment,
including for Construction & Occupancy Certification
- Construction Traffic Management Plans

KEY PROJECTS & EXPERIENCE

Education

- *Loreto Normanhurst*
Modal analysis of staff and students and assessment of existing travel behaviours.
- *Moriah College*
TIA to support a new 80-space early learning centre in an existing educational facility.
- *Santa Sophia Catholic College*
TIA to support a new 1,600 primary and secondary school and a 60-space Early Learning Centre.
- *Mt Sinai College*
TIA to support the provision of an 80-space early learning centre in an existing school.

NSW Health Infrastructure

- Numerous Sydney Ambulance Metropolitan Infrastructure Strategy (SAMIS) sites in Caringbah, Artarmon, Haberfield, Liverpool, Blacktown, Bankstown, Northmead, Narrabeen, and Penrith.
- Child care centre in the Royal North Shore Hospital – traffic study to support a 70-space child care centre.

Residential, Commercial & Mixed Use Developments

- *Waterloo Road, Macquarie Park Masterplan*
TIA to support the concept masterplan for the commercial development at 45-61 Waterloo Road.
- *Rosehill Street Planning Proposal*
Traffic study to support a concept plan of 320 residential units and 2,550m² of commercial GFA.
- *Warrawong Shopping Centre*
Multiple traffic studies to support additional tenancies and removal of car parking.

Industrial Developments

- *Minto Intermodal*
TIA to support the SSDA for a new intermodal.
- *Old Wallgrove Road*
TIA to support a 44,000m² warehouse for submission DP&E.
- *South Street, Rydalmere*
TIA to support a warehouse development for submission to Parramatta Council

Wendy is a qualified civil engineer with eight years of work experience across project management, traffic engineering, construction management, and civil and drainage design

During this time, Wendy has been involved in numerous projects for both private organisations and government agencies in Australia and United Kingdom.

Wendy has demonstrated her ability across numerous areas of traffic engineering, transport construction, and civil design and has been involved in many significant projects.

Past projects have ranged in size from detailed design of intersection upgrades to the preparation of Construction Traffic Management Plans, Traffic Control Plans, and Construction and Occupation Certification for both private

and public clients. Wendy also has experience dealing with the Transport Management Centre to obtain Road Occupancy Licenses as well as negotiating with Sydney Coordination Office for CTMP approvals.

While working in the UK Wendy was involved in the management, design and delivery of several large scale projects for local councils such as the School Streets project for Haringey and Liveable Streets programme in Tower Hamlets.

Wendy has worked on a broad range of inter-disciplinary design teams where she collaborated with clients and consultants of various disciplines in achieving forward thinking outcomes that considers both current and future needs of end users.

QUALIFICATIONS & EDUCATION

- Master of Engineering Management (University of Technology Sydney)
- BE Civil Engineering w Architecture (University of New South Wales)
- RMS Prepare a Work Zone Traffic Management Plan Card (Combined orange and red card)
- WorkCover Occupational Health and Safety Construction Induction Card.
- Member of Engineers Australia

PROFESSIONAL BACKGROUND

- 2020 – Current: Ason Group
Senior Traffic Design Engineer
- 2019 – 2020: Project Centre Limited (UK)
Senior Traffic Engineer
- 2019 – 2019: WSP (UK)
Senior Engineer
- 2016 – 2019: GTA Sydney
Consultant and Senior Consultant
- 2012 – 2016: The Hills Shire Council
Graduate, and Civil Design Engineer

KEY SKILLS

- Transport Management and Operations Planning
- Transport Design
- Civil and Drainage Design
- Stakeholder management
- Autocad suite / Microstation
- Vehicle tracking / Autoturn

KEY PROJECTS & EXPERIENCE

388 George Street, Sydney | Multiplex

Wendy was the Project Manager and Traffic Management Lead for the Construction Traffic Management Planning for the development, as well as the internal traffic management works with the adjoining building that include coordination with Sydney Light Rail Works and construction activities of other nearby developments.

David Jones Elizabeth Street, Sydney | Mainbrace

Wendy was the Project Manager and Traffic Management Lead for the Construction Traffic Management Planning for

the development in obtaining the first approval for nighttime concrete works in the CBD from SCO and overtime ROLs while liaising with adjoining developments and Sydney Metro.

Langston Place, Epping | Hutchison Builders

Wendy was the Project Manager and Traffic Management Lead for the Construction Traffic Management Planning for the development in obtaining the first approval for construction works during Epping to Chatswood rail replacement period from the expanded SCO.

Appendix F

Wagga Wagga City Council Correspondence

From: [Ross, Peter](#)
To: [Thomas Lehmann](#)
Cc: [Raack, Darren](#); [Dora Choi](#); [Robert McKnight](#)
Subject: GTP and OTAMP Review
Date: Wednesday, 13 January 2021 11:45:04 AM

Thomas,

The above documents have been reviewed and comments are given below:

GTP

Broadly the action plan aims to encourage greater use of cycling and walking as a primary mode of transport for students to and from school. This is a very good community based objective.

Item 3. Education and training.

Education initiatives include programs to encourage yr3 and yr4 students to walk and cycle to school independently. Regardless of education on this, it remains a parents decision and choice as to what's in the best interest of a child's safety particularly if the speed zone remains above 50km/h on Estella road. The implementation of the School Crossing will have a positive de-facto impact on driver behaviour along Estella Rd even outside school hours. It is proposed that in the future Estella Rd would be monitored and investigated for the need or not of a properly considered pedestrian crossing.

Item 4. Public transport

In respect of initiatives for staff to use public transport, at this stage, there are no viable public transport options for staff that would meet the requirements of teachers work hours. This may change in the future as growth in the general Estella area continues.

Item 5. Reducing car travel.

Car travel remains an individual choice based upon a broad range of personal circumstances. It is possible that mornings may produce more car movements to the school (parents dropping off before work or supermarket trip) than in the afternoon. I am also not sure when a school bus system will be implemented throughout the broader Estella area. As a result, in the short term, the location of the school may, in the eyes of parents, leave very little choice in terms of safe alternative transport options. Unfortunately, driving your own car is still a legal and socially acceptable behaviour, however having a goal or strategy to reduce this dependence is still a worthwhile objective.

In general it is felt that this GTP will have little or no impact on the transport choices or travel habits of people accessing this site in the short term (say up to 3-4 years) but may contribute to future changes.

OTAMP

The key points for Council relate to the signage and line-marking and the future use of the site via the school's drop off and pick up initiative.

Since the report was published the sign and line-marking plan has been adopted and recommended by the LTC and will be considered for endorsement by Council at its 18 Jan 2021 ordinary meeting.

The school crossing will be subject to assessment by TfNSW for the employment of a crossing supervisor when in operation to determine if warrants are met.

If the school intends to design and implement a School Drop Off and Pick Up Initiative, the school will be required to consult with local council and this would require the involvement of the Road Safety Officer providing road safety awareness, advice and education to parents, children and staff.

The section on Driver Code of Conduct simply reinforces Australian Road Rules,

Transport and Safe Work legislation.

If you have any further questions, please make contact with me via details below.
Thanks.

Peter Ross

Manager Technical & Strategy

1300 292 442

d +61 2 6926 9647 | **m** 0418 699 141

e Ross.Peter@wagga.nsw.gov.au

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Appendix G

TfNSW Correspondence

Thomas Lehmann

From: Katherine Boulton <katherine.e.boulton@transport.nsw.gov.au>
Sent: Friday, 15 January 2021 11:39 AM
To: Thomas Lehmann
Cc: Sharon Horner
Subject: OTAMP - Estella Public School

Thanks Thomas

I have reviewed the Estella School OTAMP and have no issues with its content with exception of the following

On page 22

A pedestrian crossing / Children's Crossing (with potential for future Council upgrade to pedestrian crossing) have been designed and submitted to Wagga Wagga Council for review and commentary, on the basis that the pedestrian crossings / Children's Crossing concerned can be assessed against the special warrants outlined in the TfNSW Supplement to AS1742.10-2009: Manual of Uniform Traffic Control Devices (v3) to support the proposed pedestrian crossings.

As discussed Council and TfNSW have been liaising regarding the potential installation of a pedestrian crossing (Zebra type) at this location. Previous correspondence to council from TfNSW has indicated that in the current environment a pedestrian crossing is not appropriate and safe at this location. Council must undertake significant further works to Estella Road and seek support from the Local Traffic Committee prior to undertaking any changes or additions to the approved Children's crossing.

Please let me know if you require any further information or assistance on this matter.

Cheers

Katherine Boulton
Network & Safety Officer

South West NSW | Regional and Outer Metropolitan Division
193 Morgan Street, Wagga Wagga NSW 2650
[Katherine.e.boulton@transport.nsw.gov.au](mailto:katherine.e.boulton@transport.nsw.gov.au)

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