

# Hunter Indoor Sports Centre

Basketball Association of Newcastle

Green Travel Plan

May 2025

**SECA**solution 

Hunter Indoor Sports Centre  
Turton Road, New Lambton, NSW  
Green Travel Plan

Author: Cathy Thomas

Client: Basketball Association of Newcastle Ltd

Issue: Ver04

Reference: P2614

6 June 2025

## Quality Review and Document History

Version	Date	Description	Prepared By	Reviewed and Approved By
Ver01	28/4/24	Draft	C. Thomas	S. Morgan
Ver02	19/5/24	Final	C.Thomas	S.Morgan
Ver03	26/5/24	Final	C.Thomas	S.Morgan
Ver04	23/5/25	Update RFIs	C.Thomas	S.Morgan
Ver05	30/5/25	Response to RFIs	C.Thomas	S.Morgan

## Contents

1	Purpose of Report and Study Objectives .....	1
1.1	Background .....	1
1.2	Issues and Objectives of the Active Travel Plan.....	2
1.3	Planning Context .....	2
1.4	Methodology .....	2
2	Existing Transport Services and Facilities.....	4
2.1	Site Description and Proposed Activity .....	4
2.2	Site Location.....	5
2.3	Site Access.....	6
2.4	Parking Supply and Demand.....	6
2.5	Public Transport .....	8
2.6	Rail and Bus Service Frequencies.....	11
2.7	Pedestrian Access.....	12
2.8	Cycling Facilities.....	12
2.9	On-site Bus Access .....	14
2.10	Taxi, Uber and Car Sharing Services .....	14
2.11	Trip Planning .....	14
2.12	Monitoring and Review .....	15
3	Mode Share Targets.....	16
4	Future Travel Demands.....	17
4.1	Spheres of Influence.....	17
5	Checklist Action Plan.....	19
5.1	Active Transport .....	19
5.2	Public Transport .....	19
5.3	Carpooling .....	20
5.4	Bicycle and Pedestrian Travel .....	20
5.5	Telecommuting/Hybrid working arrangements .....	20
5.6	Reduce demand for private vehicles for work-day travel.....	20
5.7	Parking Policy.....	20
5.8	Monitoring and Review .....	20

# 1 Purpose of Report and Study Objectives

## 1.1 Background

This Green Travel Plan has been prepared to satisfy the SEARs requirement for the provision of a Green Travel Plan for this project.

1. *A Green Travel Plan is prepared and submitted to Council in support of applications for major new development.*

*Components/strategies of a Green Travel Plan will likely vary according to the nature of the development, but may include:*

- a. objectives and mode share targets (i.e., site and land use specific, measurable and achievable and timeframes for implementation) defining the GTP's direction and purpose*
- b. include specific tools and actions to help achieve the objectives and mode share targets*
- c. include measures to promote and support the implementation of the plan, including financial and human resource requirements, roles and responsibilities for relevant employees involved in the implementation of the GTP*
- d. quantification and analysis of staff onsite working times and numbers on the site and analysis of workforce residential post code data to properly understand public transport and car parking demand and develop effective strategies in response, as well as help to inform service planning considerations*
- e. statement of single occupant vehicle trips to the development estimated that will be reduced under the GTP*
- f. identification and promotion through a communications strategy of public transport options to access the site (for example, on a web site, staff newsletters and/or business cards and other channels)*
- g. preparation of a Transport Access Guide for the site/venue*
- h. encouragement of a car pool system for employees*
- i. provision of appropriate and effective bicycle parking, showers, change rooms and lockers (end of trip facilities)*
- j. incentive schemes to encourage employees to commute using sustainable transport modes (such as salary sacrifice and/or novated leasing for e-bike purchases, provision of public transport vouchers/subsidised public transport tickets)*
- k. consideration of car parking management strategies that may be required to encourage sustainable transport use / mode share targets (such as a fleet of e-bikes, pricing, prioritisation for those that carpool, use of wait lists, etc)*
- l. allocation of designated parking spaces for a car sharing scheme*
- m. prominent display of a large map of cycling routes (for example, in the foyer of a residential complex)*
- n. identification of a champion and responsible party (or Committee) for the ongoing implementation of the GTP and its initiatives*
- o. a detailed action plan comprising specific tasks needed to complete the proposed actions, the person/s responsible for completion of the task, completion date and anticipated costs*
- p. an implementation checklist to achieve the proposed initiatives*
- q. alternative actions to undertake where targets are not achieved*
- r. the set-up of a steering group or committee of relevant internal and external stakeholders to inform future targets and the ongoing monitoring and revision of the GTP for five years*
- s. include details regarding the methodology and monitoring/review program to measure the effectiveness of the objectives and mode share targets of the GTP, including the frequency of monitoring and the requirement for travel surveys to identify travel behaviours of users of the development.*

The objectives of the plan per the DCP are to:

1. Encourage alternatives to private vehicle use for trips.
2. Ensure that within the development, allowance for suitable allocation of transport options away from vehicle dependency addresses the nominated transport modal split.

A Green Travel Plan is seen as a way of supporting active travel, making it easier for employees (and visitors) to get to and from the workplace and to reduce dependence on private vehicles and parking space.

“A travel plan typically includes support for walking, cycling, public transport and car sharing reinforced with promotion and incentive and the management of workplace parking.”

Premier's Council for Active Living New South Wales (PCAL)

### 1.1.1 Spheres of Influence

The areas which may be influenced by the implementation of a travel plan include:

- Reduction in private motor vehicle travel by individuals, the impact on the road network and associated environmental costs and costs to the employee
- Increased walking, cycling and public transport use and its resulting increase in physical exercise and health benefits
- Parking policy, covering parking pricing and supply
- Reduction in parking demand, its associated cost of provision and in turn the cost to employees for parking usage

## 1.2 Issues and Objectives of the Active Travel Plan

The traffic assessment completed to support the development application for this development outlined the suitability of existing infrastructure to cater for the traffic and parking demands for the development. The mode targets established suitable objectives to provide for workers attending the site acknowledging opportunities for staff to access the site by modes other than private vehicle use. As well, the travel demands associated with various events were considered.

Green Travel Plans are living documents that require ownership by management to be effectively implemented.

The purpose of this plan is to inform the future end users of the Newcastle Indoor Sports Centre the actions that can be implemented to support active transport and reduce single car usage along with the resulting parking demands.

### 1.3 Planning Context

In developing this study, the following has been considered:

Workplace Travel Plans - Premiers Council for Active Living NSW  
 Newcastle Development Control Plan 2023 Sec C1- 7 Application Requirements - Green Travel Plans – City of Newcastle  
 Guide to Traffic Management Park 11: Parking - Austroads Inc 2016  
 Austroads Guides to cycling (various) - Austroads  
 Guide to Road Design Part 6A: Pedestrian and Cycling Paths Austroads Inc 2009  
 NSW Planning Guidelines for Walking and Cycling  
 On Our Bikes – City of Newcastle Bike Plan  
 On the Street – City of Newcastle Parking Implementation Plan 2021

### 1.4 Methodology

The methodology applied to the development of this plan focussed on the following key questions:

1. What travel options are available in the local area?
2. What may be the travel needs of the future users of the site?
3. How can staff and site attendees be supported and encouraged to utilise active travel measures over single car use?
4. What sustainable transport goals/mode share targets can be established for the site?



It is acknowledged that as this project is still in its development stages, the level of detail required to totally inform a GTP is not available. This includes staff places of residence and typical travel patterns. Assumptions have therefore been made which shall be reviewed once the facility is operational.

## 2 Existing Transport Services and Facilities

### 2.1 Site Description and Proposed Activity

The Indoor Sports Centre will include provision for 12 indoor basketball courts including a 2,500 seat show court, offices, car parking and café spaces as well as ancillary gym and health facilities.

A permanent sealed car park with 240 parking spaces, including 8 disabled parking spaces, 9 drop off spaces and parking for 12 motorbikes will be provided on site, along with bicycle storage.

The parking spaces have been determined as being sufficient to accommodate the day to day, week in week out operational demands of the subject site which sees peak demands in the afternoon / evening period (4-8pm).

#### 2.1.1 Description of Event and associated Parking

HISC will host a variety of events which are subject to future planning and scheduling however would typically include:

##### **Small to medium spectator based events**

- Visitation - 500 up to 1,000 people onsite at anyone time
- Frequency - 12-16 per year (weekends)
- Examples
  - NBL1 round games
  - Netball state league

Medium and Large spectator based events, created by major tournaments at the site will be infrequent and will be controlled under a site-specific Event Management Plan.

##### **Medium spectator events -**

- Visitation - circa 1,100 to 1,700 onsite at anyone time
- Frequency - 2-3 per year (weekends)
- Examples
  - NBL1 finals and/or significant derby game
  - WNBL (future)
  - National basketball age championships

##### **Large spectator based events**

- Visitation - 1,700 - 2,500+ people onsite at anyone time
- Frequency - on average 1-2 per year (2-3 in some years, 0 or 1 in others)
- Examples
  - Pre-season professional match
  - Final of NBL1
  - WNBL finals (future)

Allowing a car occupancy of 3-4 patrons per vehicle, between 693-924 patrons can park on site which shall provide for Small and some Medium sized events held at the facility.

Table 2-1 Parking and Patronage numbers

	<b>On site Parking 231 spaces</b>	<b>Along Monash Frontage (80 spaces)</b>	<b>Sub-Total</b>	<b>Additional along Monash Rd west of site (60 spaces)</b>	<b>Total</b>
<b>Car occupancy 3 per vehicles</b>	693 pax	240 pax	933 pax	180 pax	1113 pax
<b>Car occupancy 4 per vehicles</b>	924 pax	320 pax	1244 pax	240 pax	1484 pax

Medium sized events can be accommodated with a combination of on site and on street parking, for example along Monash Road. The parking and traffic management requirements for these are detailed in the Medium Impact Events Management Plan prepared by Traffic Plan Professionals.

The High Impact Event Management Plan prepared by Traffic Plan Professionals outlines the parking and traffic management requirements for Large spectator based events. These will be scheduled to avoid conflict with other large events in the precinct. Overflow parking will be available along the local streets that front the playing fields and parklands as is presently seen during larger events at McDonald Jones Stadium with additional parking opportunities identified in the EMP.

This has also identified the use of public transport as a viable option to support these events, consistent with other activities held within the surrounding sports and entertainment facilities.

## 2.2 Site Location

The site is on the western side of Turton Road and has street frontage to Turton Road (eastern frontage) and Monash Road (southern frontage). There is pedestrian access only from Monash Road with the only road frontage for the site for vehicles being to Turton Road. The location of the site is shown below in Figure 4-1 below.





Figure 2-2 On-street parking in the vicinity of the subject site (approx. 300m) NB not adjusted for bus stops

2.4.2 Off-Street Parking Provision

The subject site shall provide 240 parking spaces including nine drop off spaces.

There is a large off-street parking area associated with the McDonald Jones Stadium on Turton Road opposite the subject site that may be available for overflow parking (900 paces) during Large spectator events.

To the west of the site (400m) past the various sports pitches there is a public carpark adjacent to Harker Oval off Tauranga Road that may also provide for off-street parking if available.

The High Impact Events Management Plan prepared by Traffic Plan Professionals has also identified a number of other off-street parking opportunities and has considered the cumulative impact of parking although it is noted that Large events at the HISC shall be scheduled to avoid other coinciding with other large events in the precinct.

TGS	LOCATION	VPAX	Lighting	All Weather	Owner	Approvals	Notes
4006	NISC	240	Yes	Yes	NISC	NA	
4005	McDonald Jones Stadium	900	Yes, but it will require additional Lighting	Yes	Venues NSW	Venues NSW	
4012	Richardson Park	908	No. Lighting towers will be required for nighttime parking	No. It cannot be used in wet weather	City of Newcastle Council (CoN)	Events Licence (EA)	
4013	Wanderers Oval	848	No. Lighting towers will be required for nighttime parking	No. It cannot be used in wet weather	City of Newcastle Council (CoN)	Events Licence (EA)	
4014	Newcastle Entertainment Centre (NEC)	1985	Yes	Yes, but limited when raining	NEC	Venues NSW	Parking is managed by NEC

Figure 2-3 Off-street parking opportunities

## 2.5 Public Transport

### 2.5.1 Rail Station Locations

Broadmeadow railway station is approximately 1 kilometre east of the site and provides regular train services on the Central Coast Newcastle Line between Newcastle and Sydney. It is also a stop on the XPT Regional Train service between Sydney and Brisbane.

The station also acts as a hub for bus services operating throughout the area.

Wayfinding signage directs pedestrians from the station to McDonald Jones Stadium opposite the Indoor Sports Centre.

### 2.5.2 Bus Routes and Associated Facilities

Bus stops are located on Turton Road to the north of the site and are serviced by:

- Route 27 – Wallsend
- Route 138 – Lemon Tree Passage (Monday to Friday)
- Route 266 – West Wallsend (Monday to Friday)

Southbound stops have shelters and seating. Northbound the stop before Monash Road is signal only however north of the site near Young Road there is a shelter and seating.

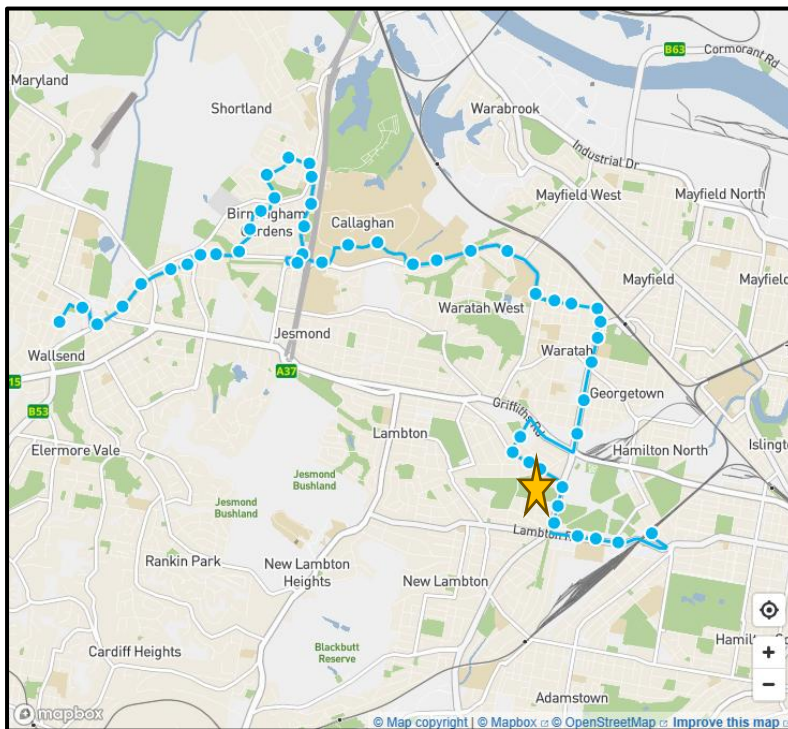


Figure 2-4 Bus service 27 to Wallsend (Subject site ★ )

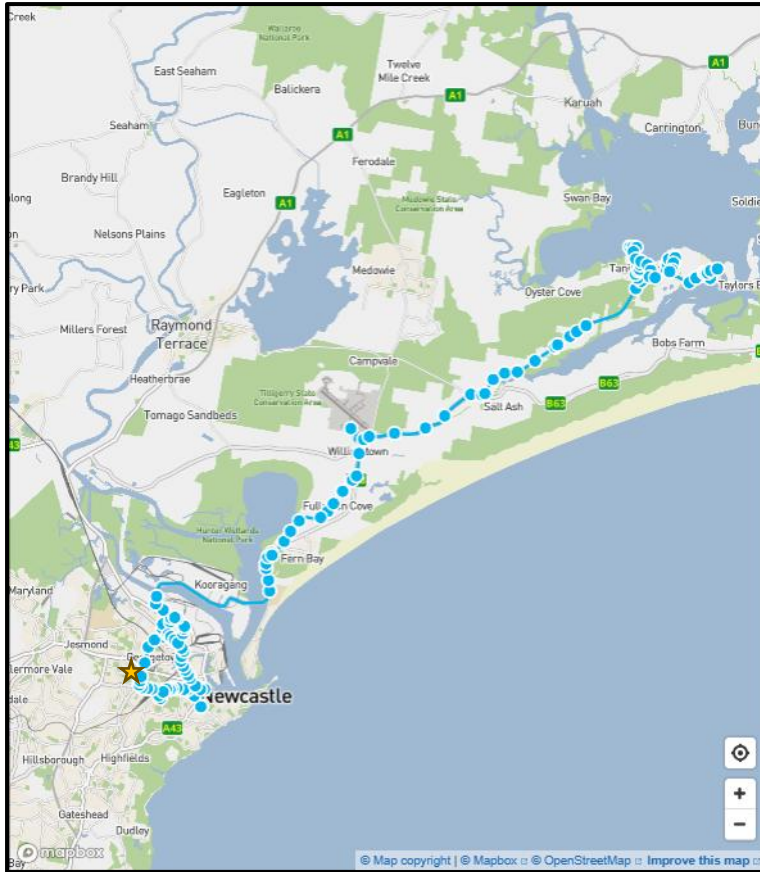


Figure 2-5 Bus service 138 Lemon Tree Passage to Newcastle (Subject site ★)

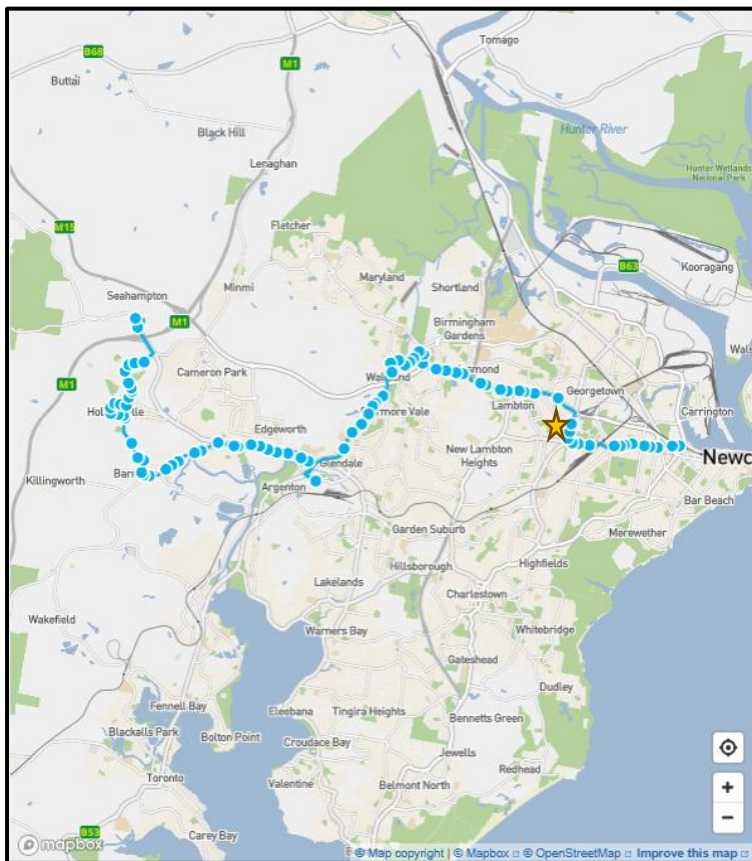


Figure 2-6 Bus service 266 Newcastle to West Wallsend (Subject site ★)



## 2.6 Rail and Bus Service Frequencies

Both bus and rail services operate a high frequency in this area.

Broadmeadow is a major stop on the main Central Coast Newcastle line with all trains stopping at this station. A number of bus services also connect at this station.

On Turton Road service 27 runs daily whilst routes 138 and 266 operate Monday to Friday.

### Northbound Bus Services

Turton Rd at Monash Rd		
B 27	Wallsend	10:09 AM
B 27	Wallsend	10:55 AM
B 27	Wallsend	11:55 AM
B 27	Wallsend	12:55 PM
B 27	Wallsend	1:55 PM
B 27	Wallsend	2:55 PM
B 27	Wallsend	3:30 PM
B 138	Lemon Tree Passage	3:36 PM
B 266	Seahampton	3:38 PM
B 27	Wallsend	4:10 PM
B 27	Wallsend	4:50 PM
B 27	Wallsend	5:20 PM
B 266	West Wallsend	5:36 PM
B 27	Wallsend	5:54 PM
B 27	Wallsend	6:24 PM
B 27	Wallsend	7:39 PM
B 27	Wallsend	8:34 PM
B 27	Wallsend	9:14 PM
B 27	Wallsend	10:06 PM
B 27	Wallsend	5:50 AM
B 27	Wallsend	6:45 AM
B 27	Wallsend	7:17 AM
B 27	Wallsend	7:55 AM
B 27	Wallsend	8:20 AM
B 27	Wallsend	8:45 AM

### Southbound Bus Services

Turton Rd opp Young Rd		
B 27	Broadmeadow Station	10:17 AM
B 27	Broadmeadow Station	11:13 AM
B 27	Broadmeadow Station	12:13 PM
B 27	Broadmeadow Station	1:13 PM
B 27	Broadmeadow Station	2:10 PM
B 27	Broadmeadow Station	3:03 PM
B 27	Broadmeadow Station	4:13 PM
B 27	Broadmeadow Station	4:43 PM
B 27	Broadmeadow Station	5:11 PM
B 27	Broadmeadow Station	5:51 PM
B 27	Broadmeadow Station	6:15 PM
B 27	Broadmeadow Station	7:16 PM
B 27	Broadmeadow Station	8:26 PM
B 27	Broadmeadow Station	9:26 PM
B 27	Broadmeadow Station	10:26 PM
B 27	Broadmeadow Station	5:13 AM
B 27	Broadmeadow Station	6:10 AM
B 27	Broadmeadow Station	7:10 AM
B 27	Broadmeadow Station	7:46 AM
B 266	Newcastle Interchange	7:51 AM
B 138	Newcastle Interchange	8:12 AM
B 27	Broadmeadow Station	8:14 AM
B 266	Newcastle Interchange	8:17 AM
B 27	Broadmeadow Station	8:50 AM
B 27	Broadmeadow Station	9:13 AM

Figure 2-8 Bus schedules at Turton Road near Monash Road

## 2.7 Pedestrian Access

There is a wide network of pedestrian paths in the locality, reflecting the high demand for pedestrian movements in the area. This includes footpaths along both sides of Lambton Road and Turton Road.

There are pedestrian phases on all legs at the signalised intersections of Turton Road and Lambton Road and Turton Road and Griffiths Road as well as at Turton Road and Young Road. There is also a signalised mid-block crossing of Turton Road, along the site frontage to allow for safe and controlled pedestrian movements in this location.

## 2.8 Cycling Facilities

The site sits adjacent to the intersection of two main cycling routes (R4 and R5) which connect east and west with a mix of primarily shared paths and low difficulty on road cycle routes.

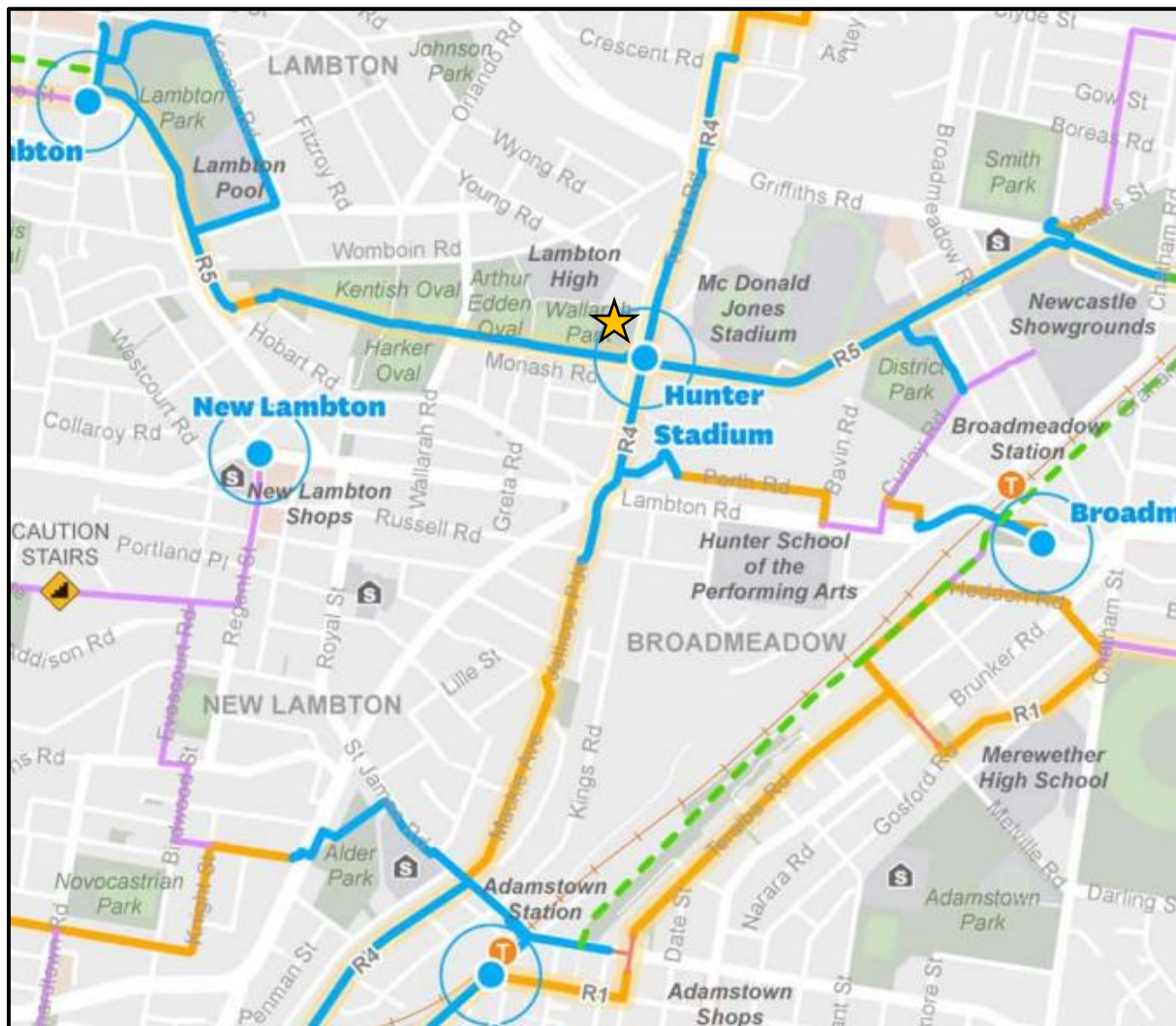


Figure 2-9 Kotara South to Mayfield, TAFE and University (Source: CN Cycleways Map) (Site )

On site bike storage is to be provided within the HISC along with end of trip facilities (showers, lockers etc).

TfNSW web site has a Cycleway Finder tool which enable cyclists to nominate their location and they will be provided various routes within the vicinity. The route information then includes degree of difficulty, lighting, conditions etc.

[Cycleway Finder \(nsw.gov.au\)](https://www.nsw.gov.au/cycleway-finder)

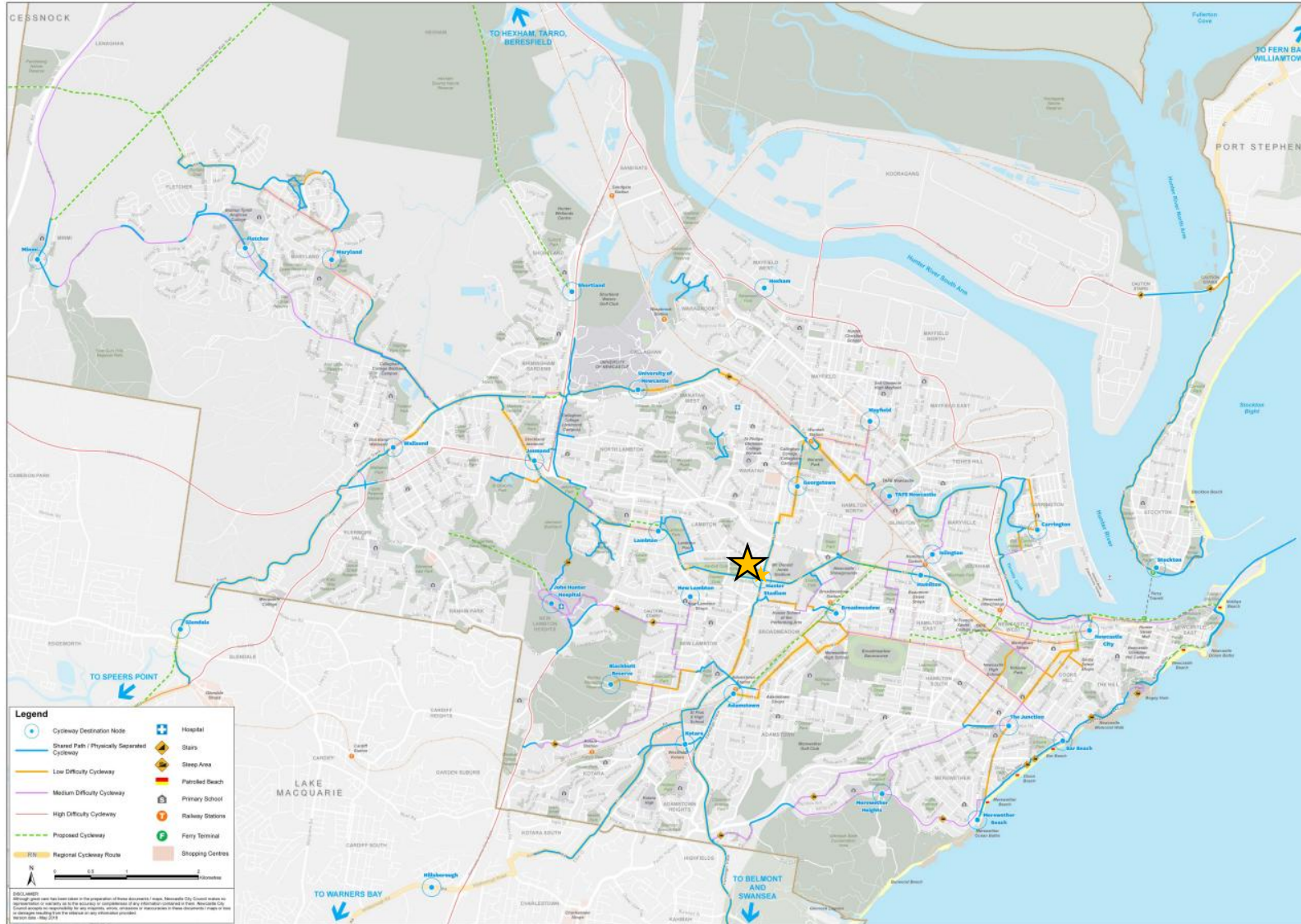


Figure 2-10 Newcastle Cycling Map (Source: City of Newcastle)

## 2.9 On-site Bus Access

The site has been designed to accommodate the movement of buses up to 14.5m long. There are two parking spaces on site to allow for these to layover as required.

During weekday school sports there, small buses (up to 22 seats) shall be able to be managed on site.

For larger events (NBL 1) teams and officials are expected to travel by bus reducing the demand for parking.

## 2.10 Taxi, Uber and Car Sharing Services

Newcastle Taxis operate in the greater Newcastle area 24 hours a day. Taxis can be booked by phoning 133 300 or 13 2227 (13CABS). Online booking is also available as well as a Cab App.

Uber and similar ride share services are readily available in the area.

There are minimal opportunities for car sharing in Newcastle.

## 2.11 Trip Planning

TfNSW provides a range of services to assist in planning bus and train travel throughout Newcastle and the Hunter.

Information can be sought online <https://transportnsw.info/trip/#/> but also by calling 131 500 and selecting option 2.

The online planner provides the commuter with a mobile friendly option with real time data. This means that one can determine which service is scheduled and when it will arrive. It also includes service alerts to advise when services are delayed. Next departure information and being able to use an interactive map all improve the public transport option for commuters.

There are a number of Apps promoted for mobile devices and available through App stores.

<http://www.transportnsw.info/en/travelling-with-us/keep-updated/apps/real-time-transport.page?#services>

These Apps allow commuters to track their service in real-time:

- Where a train and bus is now.
- Train service updates such as cancellations and delays.
- If selected train stations have a lift or escalator.
- The closest bus stops and routes.
- Estimated bus arrival times.



Ongoing improvements to wayfinding and mapping tools see public transport and cycling links on most mobile devices e.g. google maps.

### 2.12 Monitoring and Review

This plan is a living document which to ensure a successful outcome needs to be monitored and the actions reviewed and modified to support changing circumstances.

Actions implemented should be monitored to ensure they are having a positive impact in achieving the goals of reducing the impact of private car usage on the amenity of the neighbourhood surrounding the Sports Centre and addressing any significant impacts on road operation or safety.

### 3 Mode Share Targets

As the site is located adjacent to two main regional cycling routes, cycling can provide a feasible form of travel to the Indoor Sports Centre for players and staff riding to and from the site daily.

Similarly, the site is located within walking distance of two high schools (Lambton High and Newcastle Performing Arts High) which would enable students to walk to the courts for afternoon training and games.

The location of the site within walking distance of bus stops on Turton Road also provides for players, particularly students of an afternoon, to catch a bus to the venue after school to then be picked up by parents afterwards.

Similar travel patterns, involving students, has been observed at other venues eg Coffs Harbour Indoor Sports Centre where children arrived for afternoon competitions.

The site is also within 1 kilometre of the Broadmeadow Railway Station with wayfinding signage directing pedestrians to the sports precinct. It is likely to see a high number of patrons travel by train or by various bus routes when there are main events, consistent with attendance at various events at the adjacent stadiums. This also however allows a convenient connection for staff to travel by train or by bus given the broader range of bus services which connect with Broadmeadow Station.

Newcastle LGA has a high level of workers who drive to work with the 2016 JtW data indicating 68% of residents in Lambton/New Lambton driving to work and only 3.5% using public transport whilst 3% walked. The 2021 data shows a lower number however was impacted by the Covid-19 pandemic which saw 20% of people working from home.

Allowing for this it is proposed that Mode Share Targets similar to the following be considered:

Table 3-1 Mode Share Targets

	<b>Employees</b>	<b>General Visitors</b>	<b>Events</b>
<b>Cycling</b>	10%	10%	Minimal
<b>Pedestrian</b>	5%	5%	5%
<b>Bus/Train</b>	5%	10%	25%
<b>Drivers</b>	70%	45%	20%
<b>Passengers/Car pool</b>	10%	30%	50%

## 4 Future Travel Demands

### 4.1 Spheres of Influence

The areas which may be influenced by the implementation of a travel plan include:

- Reduction in parking demand, its associated cost of provision and in turn the cost to employees for parking usage where paid parking is required.
- Reduction in private motor vehicle travel by individuals, the impact on the road network and associated environmental costs and costs to the employee.
- Increased walking, cycling and public transport use and its resulting increase in physical exercise and health benefits.
- Parking restrictions.

Taking into consideration the location of the subject site, the focus on sports and health and the availability of transport options the primary spheres of influence and strategies include:

#### Bicycle and Pedestrian Travel

The site is well located at the intersect of two main regional riding routes which provide convenient and safe riding for adults and youth attending the centre.

1. Ensure staff who indicate that they are prepared to walk or cycle are supported in this choice. The provision of showers and lockers as well as secure storage for 8 staff and 14 visitor bicycles supports this form of travel to and from the subject site.
2. Promote walking and riding as healthy travel options. Encourage the social elements of this form of travel by supporting **Walk and Ride to Work Days** as well as riding groups etc.
3. Promote cycling to the site for players and ensure they are aware of the availability of secure bike storage.
4. Inform staff of NSW Transport Cycling trip planners which can be accessed from their phones etc.
5. Promote the benefits of walking to all staff that live within 2 kilometres of the site, encourage walking groups to and from work
6. Consider an alternate emergency transport option (eg taxi) for staff that walk and have to get to their home in an emergency.

#### Public Transport

1. Ensure staff who are open to travelling by public transport have sufficient information and support for this to be a positive experience. Deal with any problems that arise to assist in them trying public transport travel again.
2. The site can connect with both train and bus connections and so can provide an effective transport option for staff. Allow staff to set their work times where possible around their train and bus connections.
3. Ensure travel information and trip planning is up to date by providing links to services on individual workstations and internal web.
4. Investigate new technology being implemented by Transport NSW and incorporate into staff information
5. Investigate providing emergency options for staff who need to travel unexpectedly or who may miss their usual travel options due to late work requirements (eg taxi vouchers)
6. Provide information about public transport to new staff as part of the induction program.
7. Promote public transport as an option for major events.

### Carpooling

Reduce number of individual private car drivers by encouraging carpooling, both to and from work.

In a small work place such as this carpooling programs can be organised informally and can provide a practical alternative to being single commuter driving daily. Surveys of carpooling participants has shown that there is a demand for part time carpooling, participating for say two days a week and driving on the other days. Such flexibility is still considered an appealing option, reducing single car travel on these days.

Informal carpooling can also be promoted throughout the workplace through staff newsletters, email enquiries etc. Car pooling can be supported in the work place through priority parking for car pool participants.

Promote shared travel by allocating high vehicle occupancy parking spaces (similar to Transit Lanes) for players who travel together.

### Hybrid/Agile working arrangements

The most significant shift in journey to work patterns has been the opportunity for staff to work from home. This may be suitable for some staff however given the service-based nature of the site it is unlikely see significant reduction in workplace travel.

**Work related travel** – reduce dependence on private car travel. Promote teleconferencing/teams/zoom as an efficient means of communication for meetings etc.

Uber/taxi travel for alternate meetings can avoid the need for staff to have a car at work “just in case”

### Parking Policy

1. Implement parking policy which supports alternative transport options.

2. There is the opportunity for the provision of parking on site to be allocated in ways that support this Green Travel Plan. Incentivising staff through a parking policy that provides priority spaces for carpooling for example can reinforce the benefits of active transport while ensuring the operational needs of the site and the parking demands of the surrounding area are managed.

3. Parking can also be investigated to prioritise high vehicle occupancy spaces (similar to Transit Lanes) supporting players who travel together.

### Active Transport

1. Introduce the role of Transport Coordinator to oversee the implementation and management of the Green Travel Plan

2. Instal an online/electronic Travel Access Guide (TAG) for the site providing links to online resources and services

3. Educate all staff about their travel choices and provide an information pack to encourage active transport and shared travel as part of the staff induction procedure. Include local public transport, carpooling and cycling information.

4. Provide participants with information that makes their travel choices easy to make

## 5 Checklist Action Plan

Having completed the above analysis, this action plan has been developed to support the subject site and a commitment to sustainable transport. As a new development, there is the opportunity to promote a sustainable mode of travel from the outset however it is acknowledged that staffing for the site are unknown and the need for staff to be based on site, including of an evening, may reduce active travel options.

The objective of this Green Travel Plan is to identify and implement measures that will increase active transport and the use of public transport while reducing the dependence on car-based travel.

### 5.1 Active Transport

1. Develop an online Transport Portal to provide an electronic one stop shop where various links to external transport providers can be placed. This will ensure that changes to travel and transport options are updated by the transport providers.

Links could include:

#### Cycling

[Cycleway Finder \(nsw.gov.au\)](http://nsw.gov.au/cyclewayfinder)

#### Trip planning

<https://transportnsw.info/trip/#/>

<http://www.transportnsw.info/en/travelling-with-us/keep-updated/apps/real-time-transport.page?#service>



#### Taxi and Uber

<http://www.newcastletaxis.com.au/>

<https://www.uber.com/en-AU/ride/>

2. Display a copy of the Bus Network and Cycling Network Maps (applicable at the time) on general noticeboards for review by staff but also players attending the site
3. Allocate the role of Transport Coordinator to provide for the ongoing implementation and management of this Green Travel Plan
4. Educate staff about their travel choices and provide an information pack to encourage active transport
5. Provide participants with information that makes their travel choices easy to make

### 5.2 Public Transport.

1. Ensure staff have sufficient information and support for this to be a positive experience. Deal with any problems that arise to assist in them trying public transport again.
2. TfNSW information and trip planning is readily available to include on mobile devices
3. Existing wayfinding signage is available to direct pedestrians between Broadmeadow Station and Hunter Stadium. Include wayfinding signage from HISC to direct pedestrians across Turton Road to connect with this route.

4. Investigate emergency options for staff who need to travel unexpectedly (eg taxi vouchers)
5. Provide information about public transport to new staff as part of their orientation

### 5.3 Carpooling

1. Encourage carpooling between staff
2. Promote carpooling – investigate option of priority parking on site

### 5.4 Bicycle and Pedestrian Travel

1. Include a copy of the local cycling path map on general notice boards
2. Ensure that those who are intending to ride are well supported and are aware of the end of trip facilities and secure bike storage available on site
3. Promote Ride to Work days and Bike Buddy groups
4. Encourage a Walk to Work day
5. Maintain NSW Transport Cycling trip planners and City of Newcastle cycling information on online Transport Portal
6. Promote the benefits of walking to all staff that live within walking distance of the site
7. Existing wayfinding signage is available to direct pedestrians between Broadmeadow Station and Hunter Stadium. Include wayfinding signage from HISC to direct pedestrians across Turton Road to connect with this route.

### 5.5 Telecommuting/Hybrid working arrangements

1. Encourage staff to teleconference for meetings rather than driving.
2. Encourage telecommuting/working from home for staff where practical

### 5.6 Reduce demand for private vehicles for work-day travel

1. Consider opportunity for shared travel for essential work day trips over private vehicle use
2. Consider use of uber/taxi for occasional work day travel needs to avoid driving to work “just in case”

### 5.7 Parking Policy

1. Maintain a policy which supports the Green Travel Plan through the management of parking
2. Prioritise parking as an incentive to maximise non-private vehicle trips eg carpooling

### 5.8 Monitoring and Review

A Green Travel Plan is a living document which to ensure a successful outcome needs to be monitored and the actions reviewed and modified to support changing circumstances.

Actions implemented should be monitored to ensure they are having a positive impact in achieving the goals of reducing the degree of private car usage

Such a review should be initially undertaken with the end user once those parties are onboard with a further review during the first year of implementation to adjust and modify as necessary.

Once the plan has been fully implemented an annual review is appropriate. This should include a survey of all staff of the building to quantify modes of travel to confirm the mode splits and ensure the mode share targets are being achieved. Where such targets are not being achieved it is important to understand as part of the survey the barriers to active travel. This will inform necessary mitigation measures, support or changes to the Green Travel Plan to enable the mode share targets to ultimately be achieved.