

Green Travel Plan;

Budawang School

For SINSW
20 April 2021

parking;
traffic;
civil design;
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ptc.

Document Control

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1. Executive Summary

1.1 Project Summary

ptc. has been engaged by School Infrastructure NSW (SINSW) to prepare an outline Green Travel Plan (GTP) to accompany a State Significant Development Application (SSD-8845345) for the relocation of the existing Budawang School (the School) from Ulladulla to a new site (to occupy a portion of the former Shoalhaven Anglican School) at 17 Croobyar Road, Milton NSW.

The overall proposal is to construct a new school with a maximum capacity of 80 school students¹ (ranging from ages 4 to 20 years). The School has a current enrolment population of 35 students as identified on the School's website. The subject site lies within the Shoalhaven City Council's local government area and has been assessed under relevant Council and State controls.

The location of the relocated School is outlined in Figure 1.

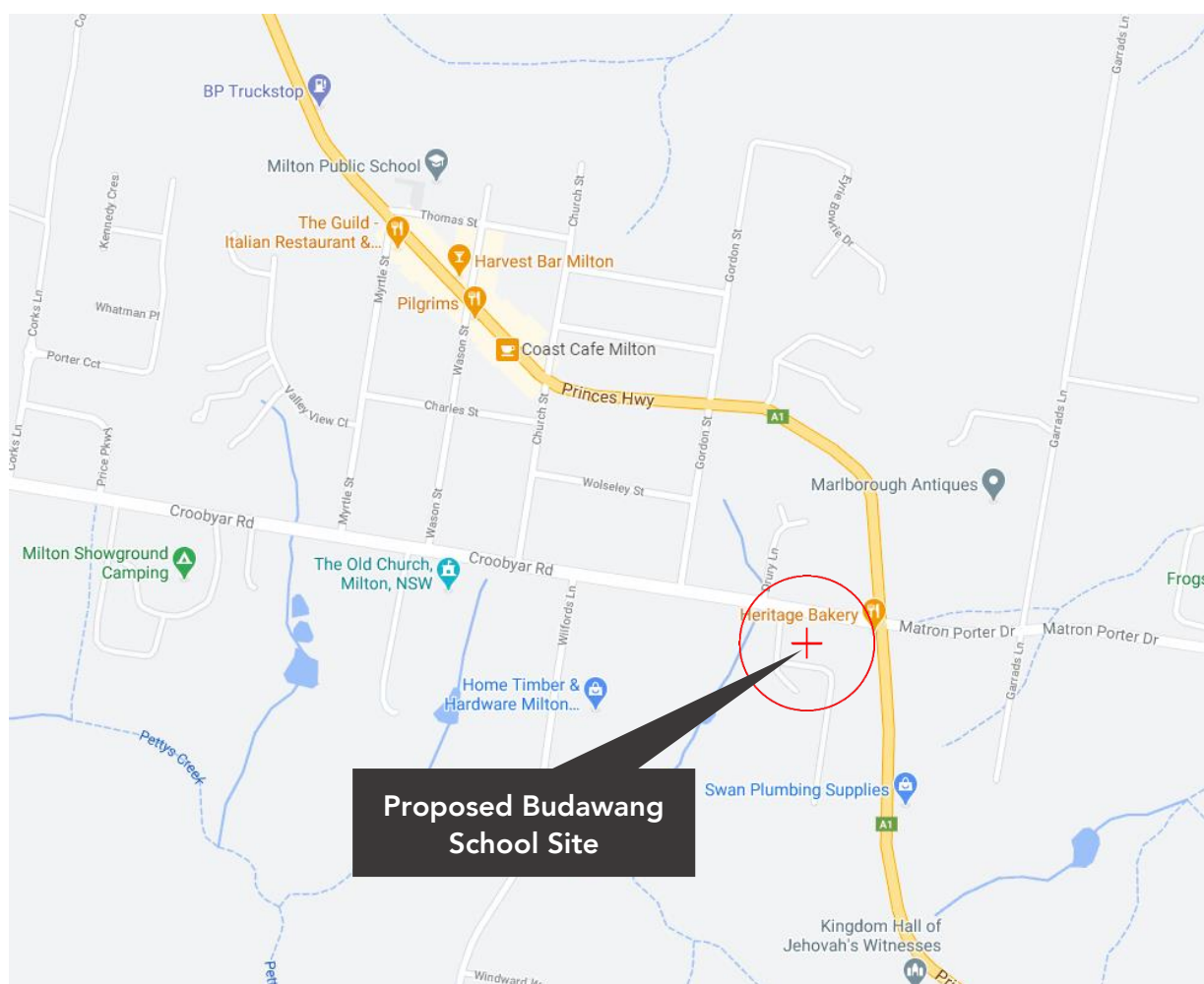


Figure 1 – Site Location (Source: Google Maps)

¹ As outlined in the Budawang SSP Concept Design Report (dated July 2020; Rev 6) prepared by GroupGSA

2. Background

2.1 Purpose of the Plan

The purpose of the GTP is to provide a package of measures with the aim of promoting and reducing the reliance of private car usage. Strategies are recommended to encourage and support the uptake of daily travel methods in a more sustainable way. This may be achieved through the review of existing policies and identifying programmes to encourage staff and visitors to adopt more active and sustainable forms of transport.

This document identifies the following:

- Review of existing public transport infrastructure and future transport options;
- Assessment of existing travel patterns within the area;
- A modal share target for the development;
- A framework to identify and respond to travel demand from the development and surrounding area;
- Strategies to implement prior and during occupancy; and
- The monitoring strategy to track performance of the GTP.
- The GTP is intended to contain information for the management of the development, School Infrastructure New South Wales (SINSW). It contains strategies to achieve the sustainable transport targets established in the document and does not directly communicate to users of the development. However, this information is envisioned to be passed onto staff and visitors by SINSW via measures recommend in the action plan. Subsequently, the flow of information resulting from the aforementioned intentions of this document is illustrated in Figure 2 below.

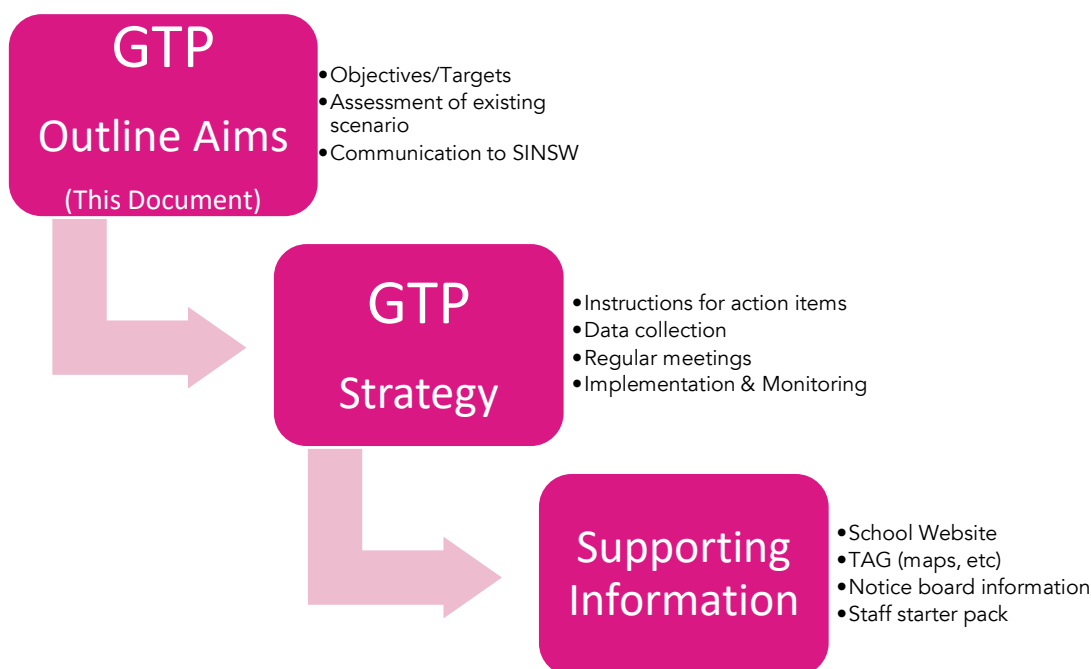
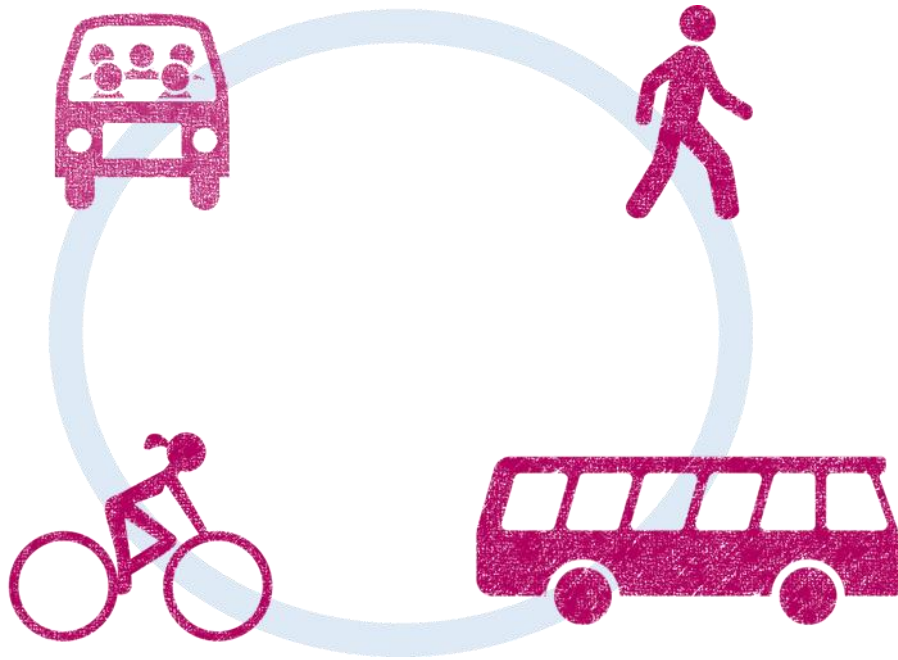


Figure 2 – Flow of information of the GTP



2.2 SEARs

To prepare a State Significant Development Application, the Secretary's Environmental Assessment Requirements (SEARs) need to be met. This GTP has been prepared to address the following Secretary's Environmental Assessment Requirements (SEARs) issued by the Department of Planning, Industry and Environment (DPIE) on 7th September 2020:

6. Transport and Accessibility

Measures to ameliorate any adverse traffic and transport impacts due to the development based on the above analysis, including:

- *Travel demand management measures to encourage sustainable transport (such as a Green Travel Plan and / or specific Workplace Travel Plan)*
- *Infrastructure improvements, including details of timing and method of delivery*

3. Green Travel Plan

3.1 What is a Green Travel Plan?

A GTP is a document which outlines how a development intends to make travel to and from the site safer and more sustainable. The GTP addresses local traffic issues around the site and encourages active, safe and sustainable travel methods, such as walking, cycling, scooting, public transport or car sharing. A GTP correlates with the development's overall aspirations and is a document that is monitored and reviewed regularly.

A GTP is not just the installation of bike racks or provision of end-of-trip facilities. An effective GTP aims to promote and maximise the use of more sustainable modes of travel via a range of actions, promotional campaigns and incentives. The plan includes site management tools that encourage staff and visitors to make more sustainable transport choices. A GTP requires ongoing implementation, monitoring and review. As such, nominating an individual or a team to oversee the implementation of a travel plan is a crucial component of success.

An effective GTP can offer many benefits such as reduced parking costs, less congestions on the public road networks, health and environmental benefits which generally results in healthier and happier staff.

3.2 Why is a Green Travel Plan required?

Development of a GTP is widely accepted as one of the best ways to increase active travel around the site. A successful GTP offers many benefits for the employees and visitors, including:

- Building confidence and improving social interaction by walking and/or cycling;
- Assists in implementation of health, fitness and wellbeing programs;
- Improving social interaction with others to be more interested and involved within the precinct as they walk or cycle;
- Improving safety by reducing traffic and local road congestion;
- Improving the environment by reducing air pollution from private vehicles;
- Creating opportunities for healthier lifestyles and more vibrant, cohesive and accessible communities; and
- Providing individuals with leadership opportunities.

It is likely that staff and visitors with good understanding of an active and sustainable mode of transport will follow a healthy and active lifestyle, care about the environment and prioritise location and lifestyle over car ownership.

4. Steps to develop the Green Travel Plan

To develop a GTP, there are five key steps to follow to commence its operation:

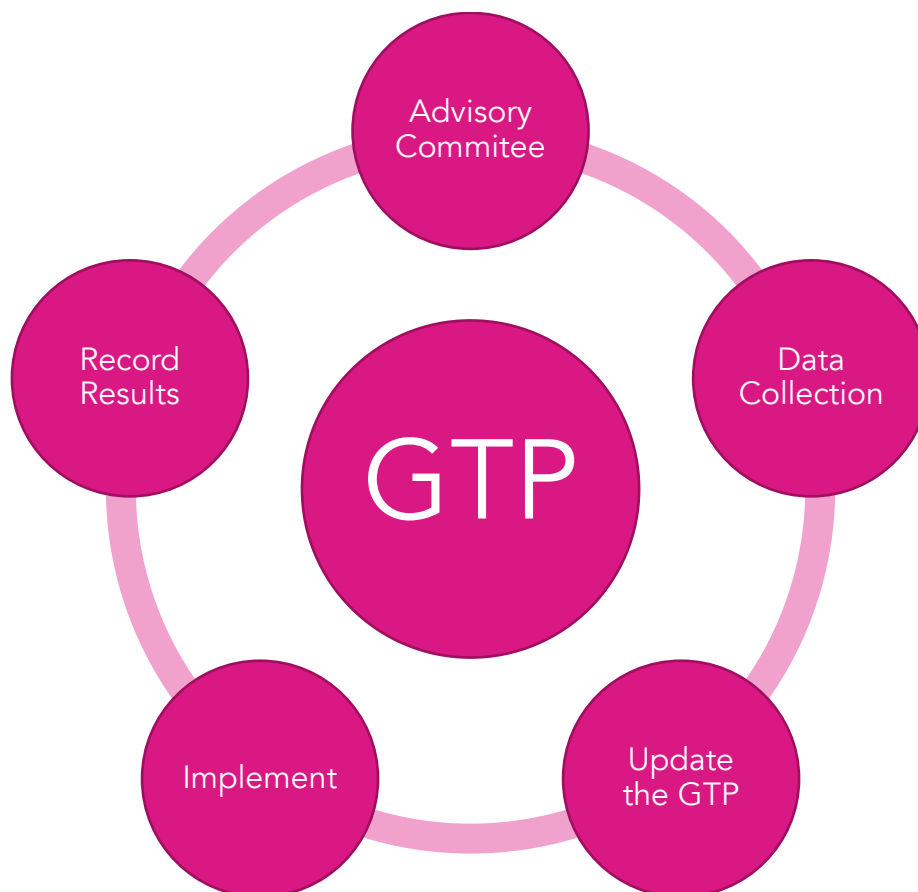


Figure 3 – Five Steps for Developing the GTP

4.1 Step 1 – Set up a Travel Plan (TP) Coordinator and an Advisory Committee

- Appoint an individual to coordinate specific actions and to track the progress of this work;
- The TP coordinator shall be employed on a 4-8 hours per week basis;
- Develop a School Working Group that involves representatives from the school staff (i.e. Principal/Assistant Principal, part-time and full-time staff members etc.);
- Identify ways for the school staff to be involved and informed of the work (e.g. regular articles in staff notices or newsletters).

4.2 Step 2 – Data Collection & Review Existing Situation

As part of the development, it is expected that there will be an increase in staff travelling to and from the site on a daily basis. It is anticipated that the new commuters will adopt a similar travel mode split to the existing staff. However, to verify travel behaviours an initial survey should be conducted to identify travel behaviour. This is recommended to be conducted as an online survey (e.g. Alchemer).

This would assist with developing and reviewing travel planning schemes and how the existing facilities can be improved around the site area and beyond. It would help contribute towards the Shoalhaven City Council's vision outlined within the *Shoalhaven City Council Sustainability Action Plan*:

"To develop partnerships which enhance public and community transport services, as well as maintaining and improving road, cycling and pedestrian networks and associated infrastructure."

- Did you park on site today? If so, where?
- Did you park on-street? If so, where?
- Were you dropped off by private vehicle? If so, where?

4.2.1 Staff Questions

As a minimum the following questions should be considered:

- Are you a staff member or visitor of the site?
- What is the postcode of your place of residence?
- How do you currently travel to work and what is the distance of travel?
 - Walk/run
 - Bicycle
 - Bus
 - Car (Driver)
 - Car (Passenger)
 - Other _____
- If you drove, please answer the following:
 - Did you park on site today? If so, where?
 - Did you park on-street? If so, where?
- Were you dropped off by private vehicle? If so where?
- What time do you usually arrive at the school in the morning and how long is the trip?
- What time do you leave the school in the afternoon and how long is the trip?
- Is your residence in an area not serviced by any of the identified transport options?
- Do you need to drive to work for another reason? Why and how often does this occur (e.g. dropping off or collecting children from school/childcare, shopping on the way home, etc.)

4.2.2 Additional Questions

- Have you heard of car share? Do you know where the nearby car share locations are? If yes, would you use it?
- If not, what are the barriers to you using car share to travel to and from the school?

- What would make you consider using car share as a form of transportation?
- If you would like to take part in walk/cycle groups and/or carpooling please specify which group, contact details (email) and postcode below.
- Do you have any suggestion/recommendations to encourage sustainable modes of transport?

Once the survey findings are available, methods to achieve specific targets will be identified with proposed time frames. This could include adopting strategies outlined in Section 5.10, which is undertaken by the Advisory Committee. These methods and targets are then available for monitoring by SINSW (refer to Section 6).

4.3 Step 3 – Prepare the Green Travel Plan

The GTP is a document intended to include information for the TP coordinator and SINSW to communicate to the respective attendees of the development. The document should include instructions on how to undertake these via recommended strategies and a respective action plan.

Based on the data, an overall vision on the modal travel should be considered with clear objectives. The GTP should be prepared based on those objectives, notably:

- Build a school culture that supports active travel by motivating and encouraging the user to get involved;
- Set SMART (Specific, Measurable, Achievable, Relevant, Timed) targets;
- Develop an action plan that lists activities and strategies that eliminates the community's barriers to active travel to meet the objectives;
- Estimate the budget required to meet the objectives, identify funding source and develop implementation strategies; and
- Review and consult with SINSW.

It is noted that a GTP is not a one-off document – it is a process of ongoing implementation, review and improvement. As such, setting out the objectives and targets are the first step in preparation of a GTP. When developing objectives, site context is important.

4.4 Step 4 – Deliver & Implement

Once the GTP is developed and launched, regular monitoring (every 12 months) is required by SINSW and the Advisory Committee as part of the implementation strategy. This is to be organised by the appointed TP Coordinator who is employed by the school.

4.5 Step 5 – Recognise Progress

The successes of the GTP should be celebrated regularly, for example at key events. The plan should regularly be reviewed and include new ideas, targets and benchmarks. This should be undertaken by SINSW and the TP coordinator.

5. Transport Analysis

The following sections provide an assessment of the existing transport infrastructure serving the School. The key transport modes such as walking, cycling and public transport will be explored, and any gaps within the existing facilities will be identified to provide strategies for improving the utilisation of sustainable transport modes.

Given that Budawang School caters for students with moderate to severe levels of intellectual and physical disability, students will travel to and from school by minibus or private vehicle. As such, alternative travel modes such as walking, cycling or catching public transport may only be considered as viable options for students. In light of this, the transport analysis presented in this GTP will be in relation to staff and visitors only.

5.1 Overview

Currently, there is no available data in relation to the existing staff travel mode share. It is therefore recommended that a travel mode share survey be conducted to identify the existing travel characteristics of staff at the School. The existing mode share will assist in evaluating the effectiveness of the GTP and provide a benchmark measure for comparing any future changes to the existing travel mode share.

5.2 Background Review

The following subsections provide a high-level review of some of the key Council transport planning documents including:

- Draft Pedestrian Access & Mobility Plan (2009);
- Shoalhaven Bike Plan (2013);
- Shoalhaven Integrated Transport Strategy (2000); and
- Shoalhaven Local Area Traffic Management & Safety Around Schools Program.

5.2.1 Draft Pedestrian Access & Mobility Plan (PAMP) 2009

Shoalhaven City Council has prepared a draft PAMP in 2009 which outlines the strategies for improving pedestrian connectivity and accessibility within the Shoalhaven LGA.

The PAMP does not provide specific details on proposed upgrades but outlines some measures to improve pedestrian accessibility:

- Expectation that all roads and streets will have at least one side of the roadway with an improved surface for pedestrians. An initial desktop review of the existing infrastructure using aerial imagery indicates that there is a lack of footpaths around the new School site and students/staff would be required to walk along the existing nature strips. Refer to Section 5.5.2 for further details relating to the existing pedestrian infrastructure.
- A minimum width of 1.2m with a desirable width of 2m to allow 2 prams or similar to pass on the footpath.

5.2.2 Shoalhaven Bike Plan 2013

Shoalhaven City Council has prepared a Bike Plan in 2013 which outlines the existing and proposed bike routes within the vicinity of the new School site.

Key proposals include:

- Proposed on-road cycling route along the Princes Highway from Milton to Ulladulla. Works include provision of road shoulder lane and installation of signage.
- Extension of existing shared path to provide connection between Milton Showground to the Princes Highway. The shared path extends along Matron Porter Drive and provides connection to Mollymook and Ulladulla.

A high-level review of the Nearmap aerial of the existing infrastructure (Jan 2020) indicates a 2m wide path east of the Princes Highway has been constructed providing connection to the residential areas in Narrawallee and Mollymook. However, there does not appear to be a shared path connection between the new School and Princes Highway.

Given that the Bike Plan was prepared in 2013, it is recommended that the Bike Plan be updated and reviewed to incorporate new connections which may assist in providing students and staff with improved cycling connectivity to Budawang School.

5.2.3 Shoalhaven Integrated Transport Strategy 2000

The Shoalhaven Integrated Transport Strategy (ITS) was prepared in 2000 and aims to promote alternative transport modes (other than cars). The key objective of the ITS relating to transportation is to "*actively encourage an efficient, integrated public transport system.*" One of the main focuses of the ITS is to improve transport facilities for bus passengers, cyclists and pedestrians.

During the development of Council's Community Plan, transport was raised as a major issue experienced by local residents due to the limited access to quality transport options and travel mode is very car-centric. Furthermore, it was also found that bus operators are only providing services which are only just viable. However, it was identified that bus operators would be able to provide an improved frequency of services as well as better connectivity if patronage justified the changes.

Given that the Shoalhaven Integrated Transport Strategy was prepared in 2000, it is recommended that the document be reviewed by Council. The needs of the new Budawang School should be considered in any future updates of the ITS. Consultation with bus operations should also be undertaken to ensure safe and convenient access for students and staff is provided.

5.2.4 Shoalhaven Local Area Traffic Management & Safety Around Schools Program

Shoalhaven City Council has a Local Area Traffic Management (LATM) Strategy following concerns raised by residents in June 2005. The LATM involves the provision of traffic calming measures in the community and are reviewed by the Shoalhaven Traffic Committee. A ranking method was developed to prioritise LATM works and seek funding. The Princes Highway in the Milton CBD was identified as a project to be undertaken.

Furthermore, the Safety Around Schools Program was developed by Council in November 2005 which also aims to improve public infrastructure at various schools in the LGA.

It is unclear the current status of specific measures and whether they have been implemented to date. The document would benefit from an updated review to consider any changes to the locality within the last 15

years. Any update of the LATM or Safety Around Schools Program should consider the needs of the new Budawang School to provide a safe road environment for students and staff.

5.3 Existing Journey to Work Data

A review of the Journey to Work data based on the Australian Bureau of Statistics (ABS) Census of Population and Housing 2016 has been undertaken to identify the key areas where employees in the Shoalhaven LGA reside. A high-level overview of the residential locations of workers by LGA is presented in Figure 4. The detailed residential statistics are presented in Figure 5.

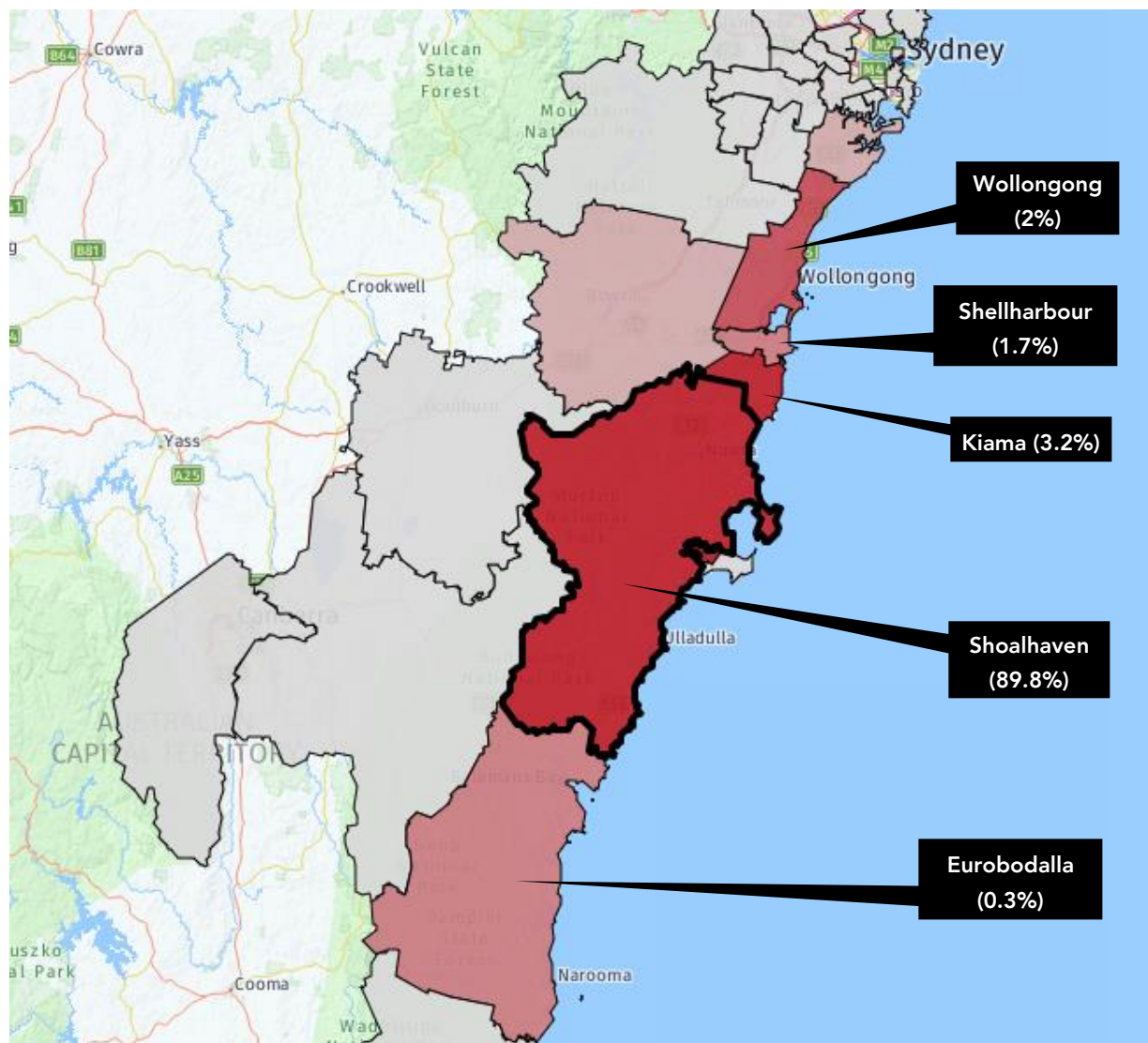


Figure 4 – Residential Locations of Workers by LGA, 2016 (Source: id. – Australian Bureau of Statistics, Census of Population and Housing 2016)

Residential location of local workers by LGA

export  reset 

Shoalhaven City		2016	
LGA		Number	Percentage
Shoalhaven (C)		30,153	89.8
Kiama (A)		1,068	3.2
Wollongong (C)		676	2.0
Shellharbour (C)		575	1.7
Eurobodalla (A)		113	0.3
Wingecarribee (A)		88	0.3
Tweed (A)		73	0.2
Sutherland Shire (A)		53	0.2
Queanbeyan-Palerang Regional (A)		41	0.1
Sydney (C)		37	0.1
Liverpool (C)		30	0.1
Canterbury-Bankstown (A)		29	0.1
No Fixed Address (NSW)		27	0.1
Georges River (A)		26	0.1
Unincorporated ACT		26	0.1
Campbelltown (C) (NSW)		25	0.1
Camden (A)		23	0.1
Cumberland (A)		22	0.1
Unincorp. Other Territories		22	0.1
Central Coast (C) (NSW)		21	0.1

Figure 5 – Residential Location of Workers in the Shoalhaven LGA as of 2016 (Source: id.)

From the information presented, it can be seen that 89.8% of workers in the Shoalhaven LGA both work and reside within the LGA. The remaining 10.2% reside outside the Shoalhaven LGA, with the following most common residential locations being the Kiama, Wollongong and Shellharbour LGAs.

With regards to travel mode, the ABS provides a summary of the transport mode share for workers in the Ulladulla Statistical Area (SA2) as shown in Figure 6.

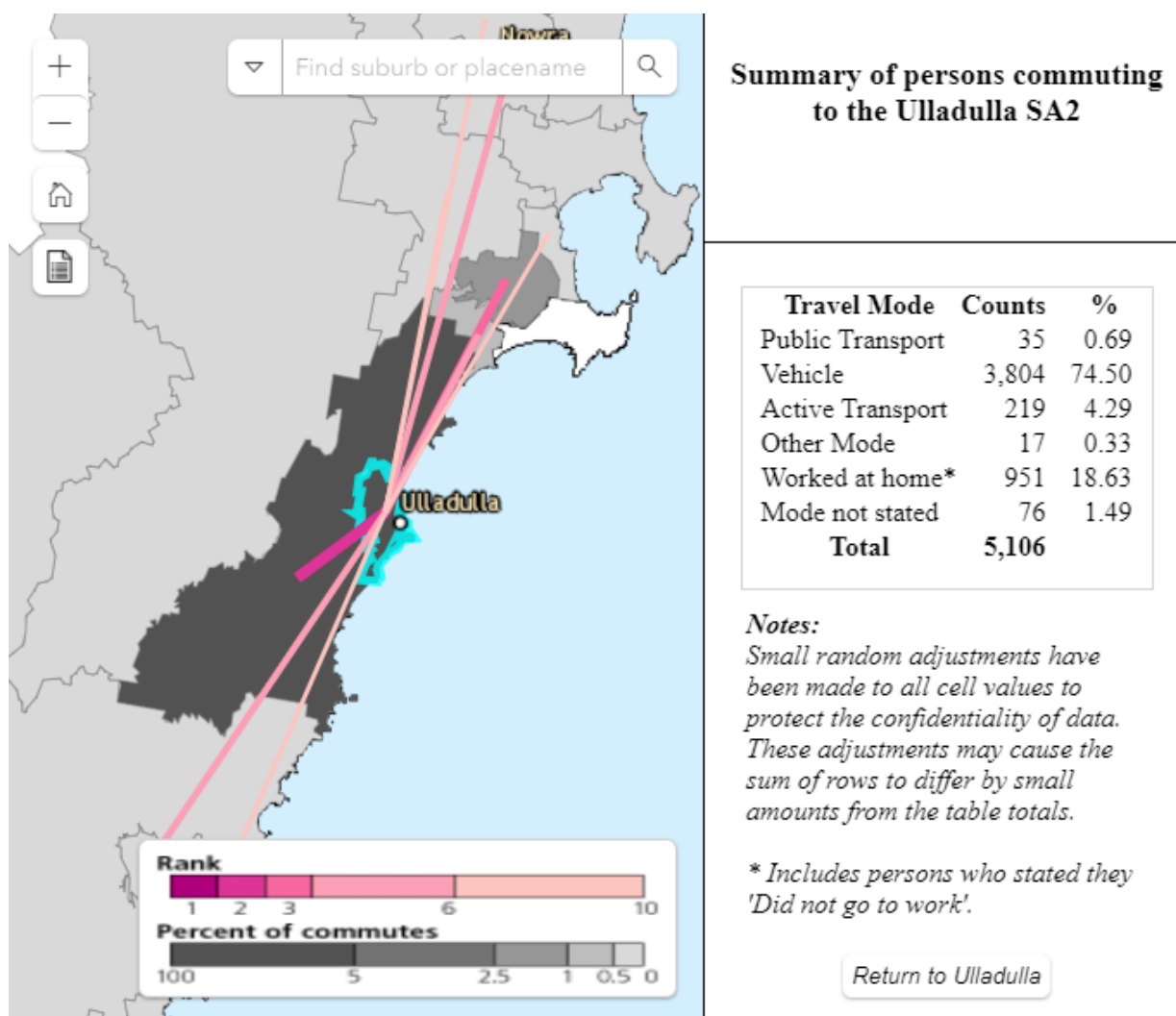


Figure 6 – ABS Journey to Work Data

There is a significant proportion of workers who worked from home accounting for approximately 19% of workers. In order to determine the travel behaviour of employees who commute to work, the mode share proportions have been adjusted to exclude those who worked from home. This results in an adjusted travel mode share of approximately 91.6% for private vehicles, 5.3% for active transport such as walking and cycling and less than 1% who utilise public transport when commuting to and from work. This represents an extremely low utilisation of non-car based transport, which is likely attributed to the lack of convenient public transport infrastructure in the surrounding region.

5.4 Pedestrian Site Access

The proposed pedestrian access points are presented in Figure 7. A pedestrian access gate is proposed within the eastern portion of the School. The pedestrian access gate is provided within the Croobyar Road frontage adjacent to the hydrotherapy building which connects to the main entry into the School.

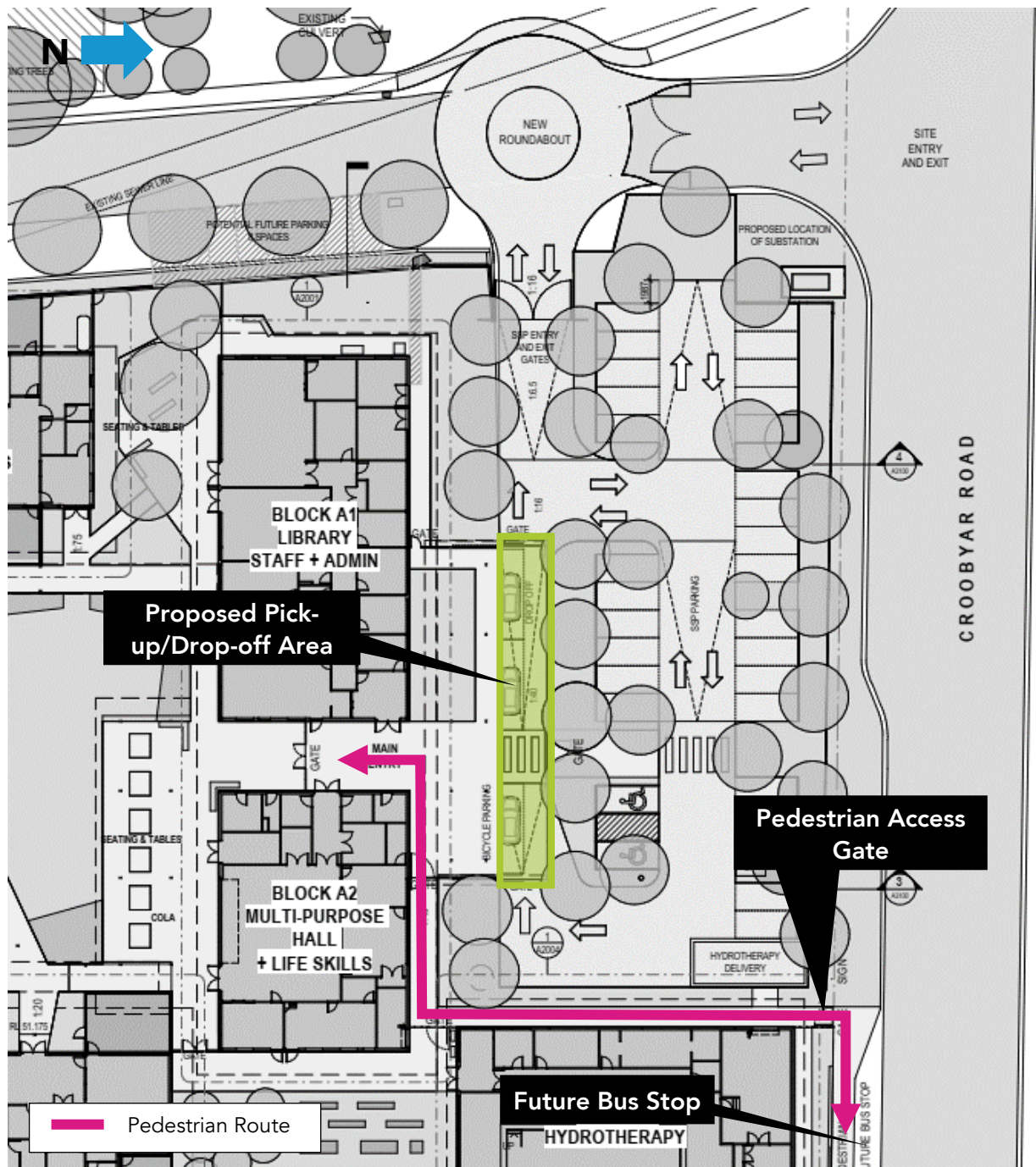


Figure 7 – Proposed Site Layout – Site Plan, Drawing No. A2000, Issue J (Source: GroupGSA)

5.5 Walking

5.5.1 Catchment Areas

Walking is a viable transport option for distances under one kilometre (approximately 15-20min) and is often quicker for short trips door to door. Walking is also the most space efficient mode of transport for short trips and presents the highest benefits. Co-benefits where walking replaces a motorised trip include improved health for the individual, reduced congestion on the road network and reduced noise and emission pollution.

The notional and actual walking catchments from the School is illustrated in Figure 8. The gaps illustrated between the notional and actual walking catchments are attributed to the land use in the vicinity of the site. There are large parcels of RU1 (Primary Production) land which are not accessible to the public; therefore, resulting in noticeable gaps to the north and the south.

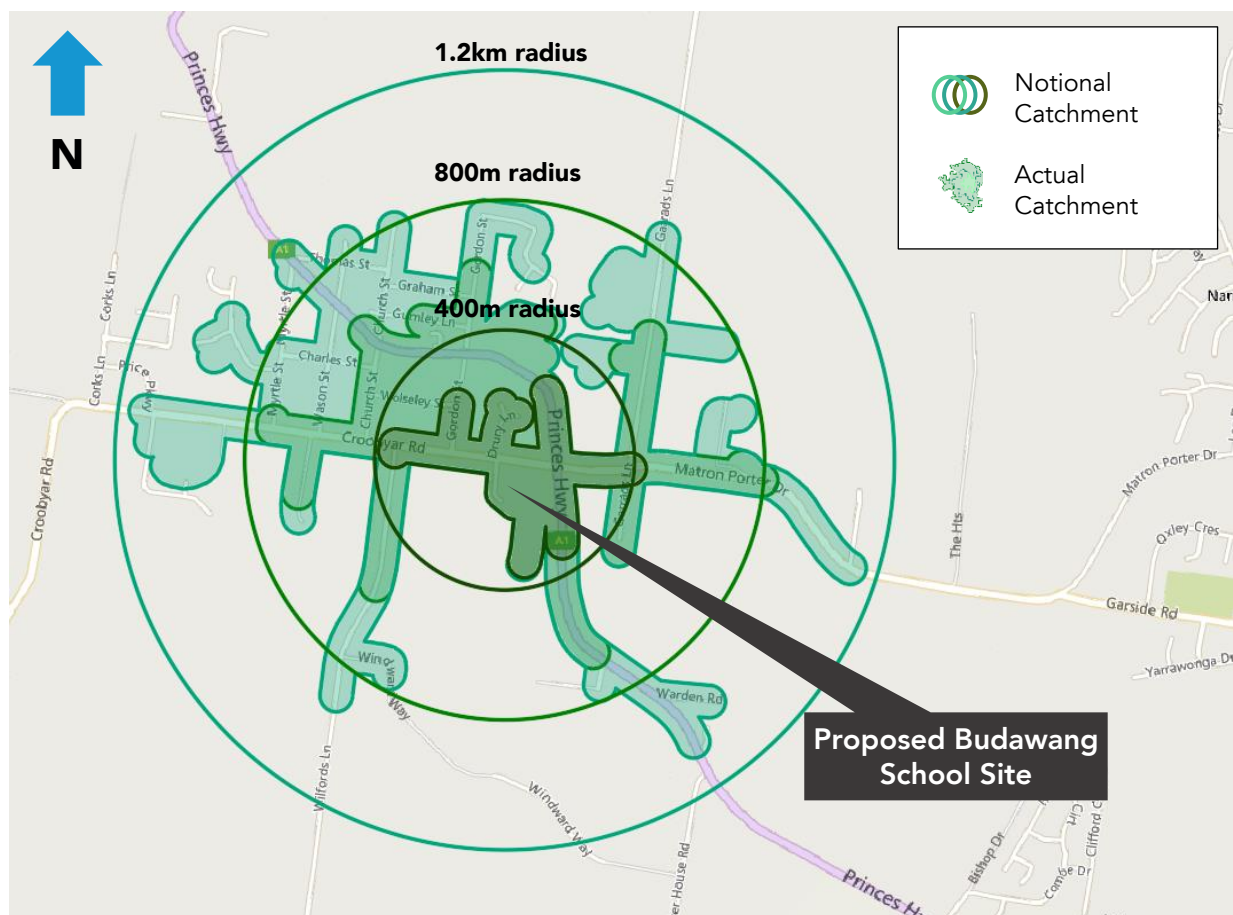


Figure 8 – Notional & Actual Walking Catchments

In considering the above factors and that fact that the vast majority of staff would live outside of Milton, walking would likely attract only a small proportion of staff, and taking into account the described constraints, this travel mode may not be likely to be chosen.

5.5.2 Existing Infrastructure

The existing pedestrian infrastructure within 1,200m radius from the School is shown in Figure 9.

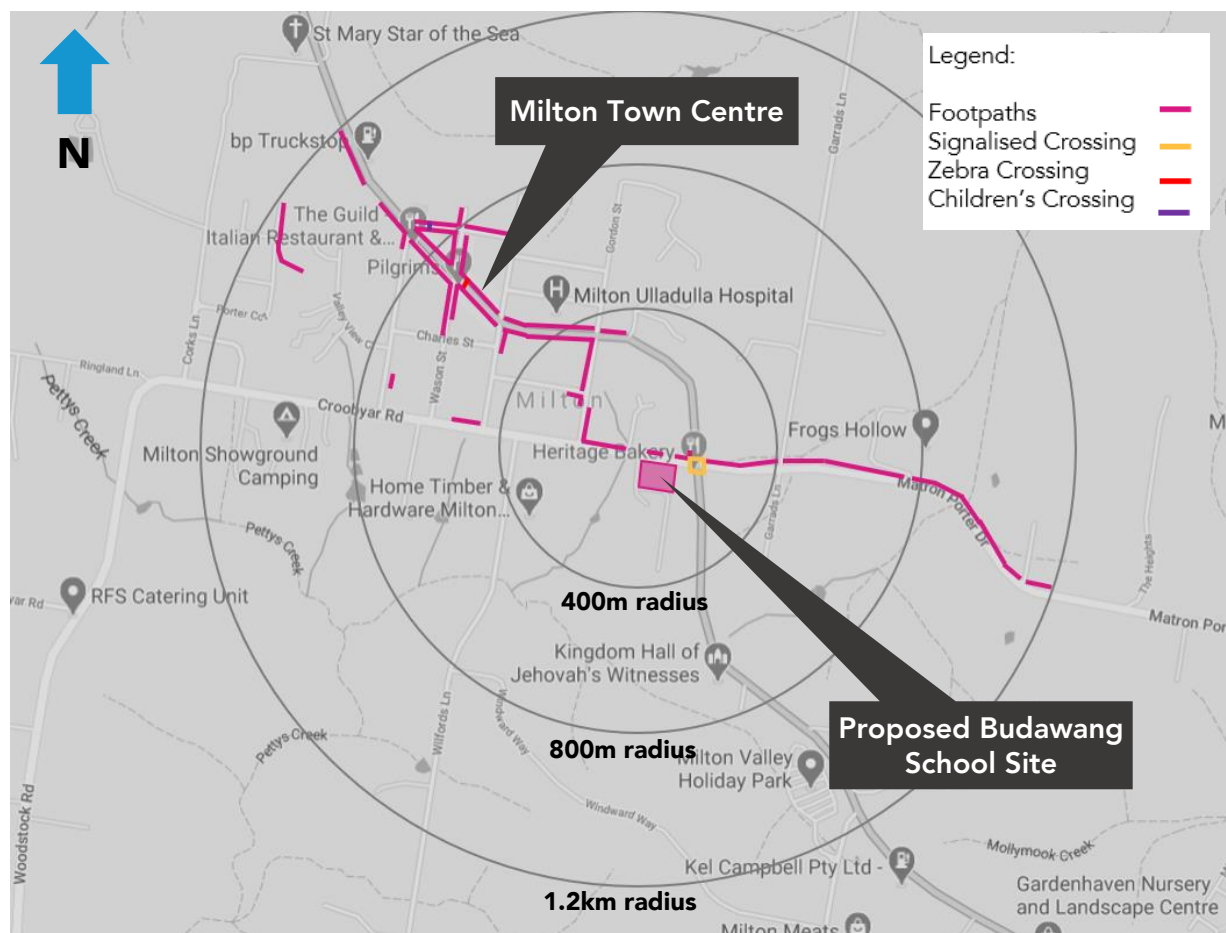


Figure 9 – Existing Pedestrian Infrastructure within 1.2km Radius of Budawang School

A review of the existing pedestrian infrastructure indicates that there are significant gaps in the network with footpaths only being sparsely provided across the walking catchment. Footpaths are provided along the Princes Highway within the Milton Town Centre but pedestrian connectivity through the surrounding local roads is generally poor, with footpaths either provided only on one side of the carriageway or are missing.

Whilst there are signalised crossings located at the intersection of Princes Highway / Croobyar Road, the majority of staff who would walk are not likely to utilise these facilities as the residential and commercial areas and bus stops are situated predominantly to the north-west of the School.

5.5.3 Future Infrastructure

The background review of the current transport planning documents outlined in Section 5.2 indicates that there is currently limited information with regard to specific upgrades in the immediate vicinity of the School site. The strategy documents outline high-level objectives for general improvements to the pedestrian infrastructure only.

Given that the PAMP was prepared over a decade ago, it is recommended that the PAMP be updated and reviewed to incorporate new pedestrian infrastructure which may assist in providing students and staff with improved pedestrian connectivity to Budawang School.

Upon consultation with Council, it is known that Council is planning to provide improvements to the pedestrian infrastructure around Milton. Specifically, a shared path is being planned on the northern side of Croobyar Road between Drury Lane and the Princess Highway. Consultation with Council is recommended to include pedestrian connectivity links suitable for the proposed school.

5.5.4 Infrastructure Gap Analysis & Proposed Improvements

As shown in Figure 9 in Section 5.5.2, there is a lack of pedestrian footpaths and crossings provided on Croobyar Road and on the Princes Highway which may deter staff who reside within the walking catchment or take public transport from using this as their primary transport mode, despite being in a walkable distance to the School.

Some key footpaths which are desirable and would help to improve pedestrian connectivity are outlined in Figure 10. These are primarily connections through the local roads connecting between the School and the Milton Town Centre.



Figure 10 – Existing and Recommended Pedestrian Facilities

Some key recommendations (non-exhaustive) which are in close proximity to the School include:

- Provision of a pedestrian crossing east of the Croobyar Road / Gordon Street intersection to provide connection across Croobyar Road; and
- Construction of a footpath on the southern side of Croobyar Road between Princes Highway to the Gordon Street to facilitate connectivity between the School and pedestrian routes towards the Milton Town Centre.

It is highlighted that any proposed recommendations will require liaison with TfNSW and the Shoalhaven City Council to provide new footpaths and crossings.

5.5.5 Walking Targets

Considering location of the school and the small population of Milton (1,700 people) and noting that the major residential zones are located in surrounding towns such as Ulladulla, it is assumed that majority of staff will reside outside of the walking catchment. As such other transport modes are more relevant and likely to be utilised. It is not anticipated that a significant increase in the walking mode share is achievable.

The walking target is also dependent on the residential locations of staff which emphasises the importance of collecting this data as part of the implementation of the GTP. In light of this, any staff who reside within the walking catchment should be strongly encouraged to walk to and from school where feasible.

Table 1 – Walking Targets

Travel Mode	Current Mode Share	Target Mode Share
Active Transport - Walking & Cycling	5.3%	15%

5.5.6 Strategies

The School can promote active transport through various programs and initiatives to encourage staff and visitors. It is anticipated that walking would not be the primary travel mode and is only viable for staff who reside in Milton, due to the remote location of the School site. Notwithstanding this, walking may still form part of the journey to and from the School in combination with public transport. In light of this, active encouragement should be provided by the School to promote walking as a sustainable transport mode for staff living within the walking catchment.

Table 2 outlines some strategies which are applicable for walking.

Table 2 – Strategies for Walking

Strategies for Walking	
Strategy 1: Pedometer-based walking Programs	
Why	Promote healthy competition between staff. Can also be used to enable active transport for other trips.
How	Providing a pedometer for each staff member and recording their daily step count for a month. Can be introduced as part of "Steptember". Can be run on a participation basis for individuals.
Who	TP Coordinator
When	One option is during the month of "Steptember", but programs should be run every two to three months.
Resources	Pedometer and a progress board to tally the progress of each staff member.
Strategy 2: Green Travel Day	
Why	Encourage utilisation of non-car transport modes by staff members.
How	Promotion by the TP Coordinator
Who	Staff
When	As a monthly activity amongst staff members

Resources	Information sheets to be distributed to staff members with available transport options such as a cycling map or a Travel Access Guide.
Strategy 3: End of Trip Facilities (for staff)	
Why	Allows active transport commuters to shower and change to be comfortable at work.
How	Including a shower and change room in the new redevelopment and informing staff about its availability
Who	SINSW
When	Completion of redevelopment
Resources	Shower and change room facilities

5.6 Cycling

5.6.1 Catchment Areas

Cycling is a great active transport alternative to using private and public transport for shorter trips which are under 3.6km. However, it can pose safety challenges when the infrastructure provided does not cater for cyclists. The notional and actual cycling catchments are illustrated in Figure 11.

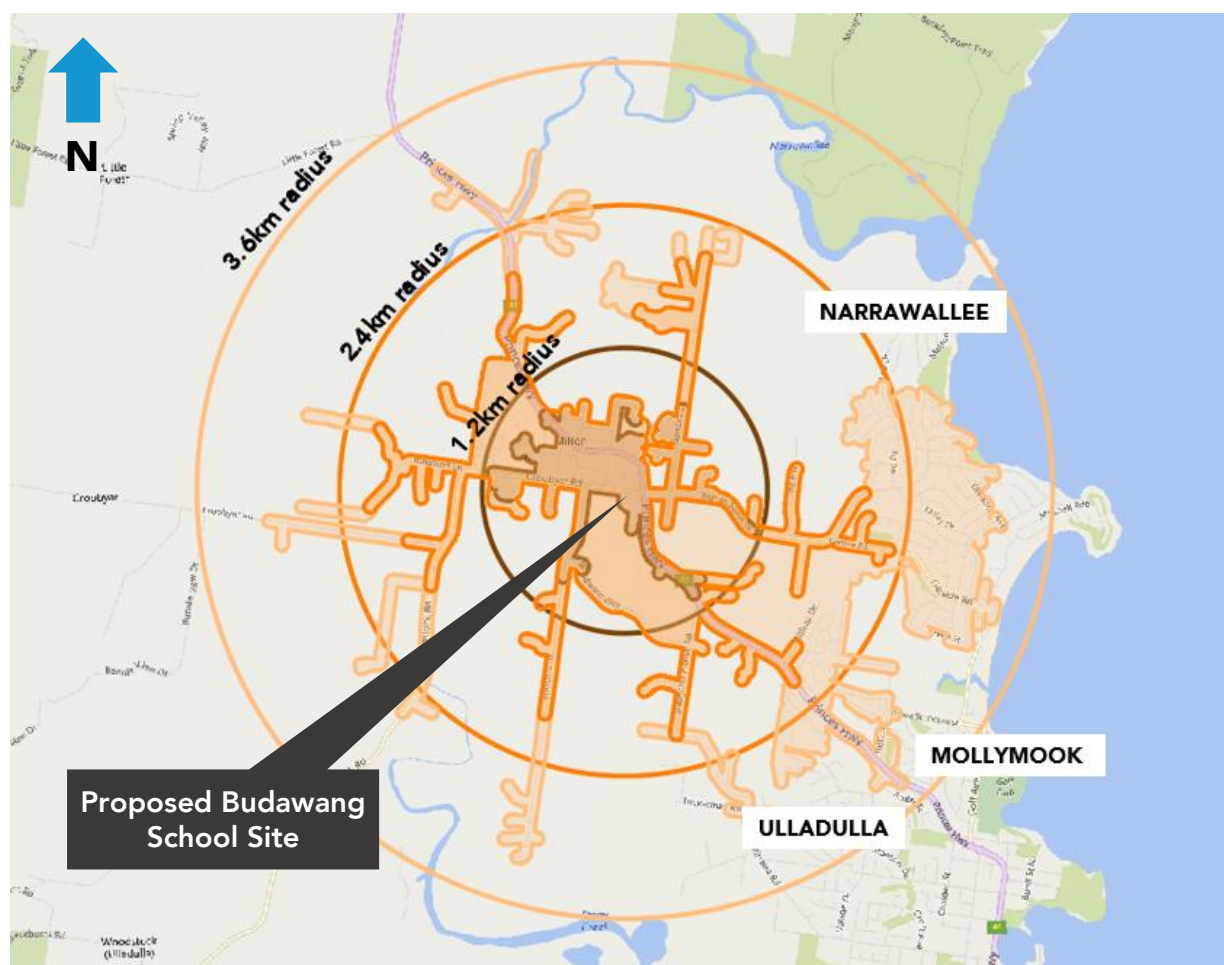


Figure 11 – Cycling Catchment Areas

5.6.2 Existing Infrastructure

The existing cycling infrastructure is presented in Figure 12 to identify the potential reach to staff residing in the surrounding suburbs.

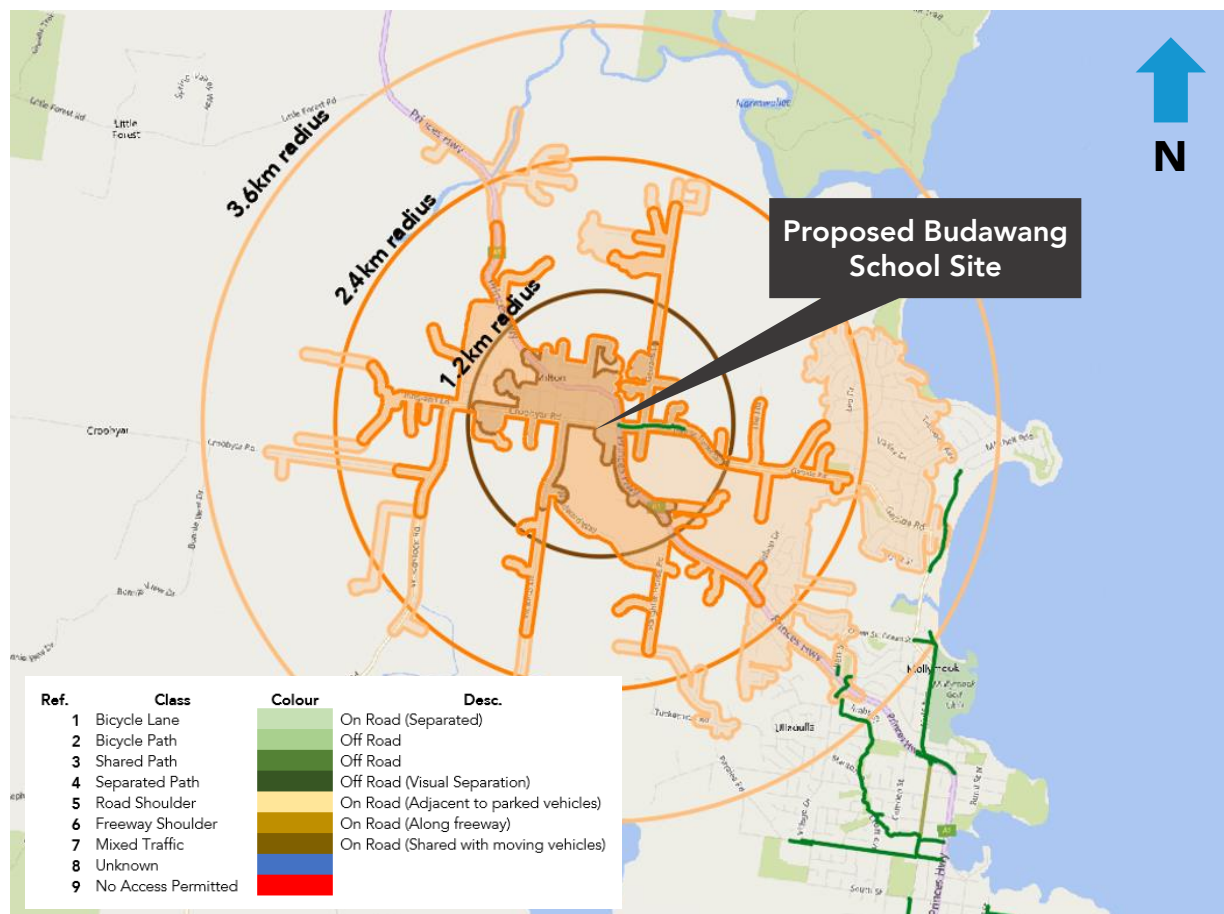


Figure 12 – Existing Cycling Infrastructure

As illustrated in Figure 12, the cycling network is currently underdeveloped with limited cycling facilities within the vicinity of the proposed Budawang School site. It is noted that the majority of the cycling facilities are on-road which may act as a barrier to the uptake of cycling. Furthermore, the limited off-road cycling infrastructure is not well connected with sections of off-road shared paths provided that can only be accessed by travelling on-road.

In considering these factors, cycling is a travel mode which may not be likely to be utilised. Although the adjacent town centres such as Mollymook and Ulladulla lie outside the actual cycling catchment of 3.6km, cycling journeys of between 4km to 12km can be managed by adults if appropriate cycling infrastructure is provided.

5.6.3 Future Infrastructure

Based on the database of cycleway infrastructure in NSW maintained by TfNSW, there are some new routes planned for Milton and surrounding towns within the Shoalhaven LGA. The network is expected to be expanded to provide greater connectivity between Milton, Narrawallee, Mollymook and Ulladulla. The proposed routes comprise of a combination of on-road treatments (such as road shoulders and mixed traffic) and off-road shared paths. The planned cycling infrastructure is shown in Figure 13.

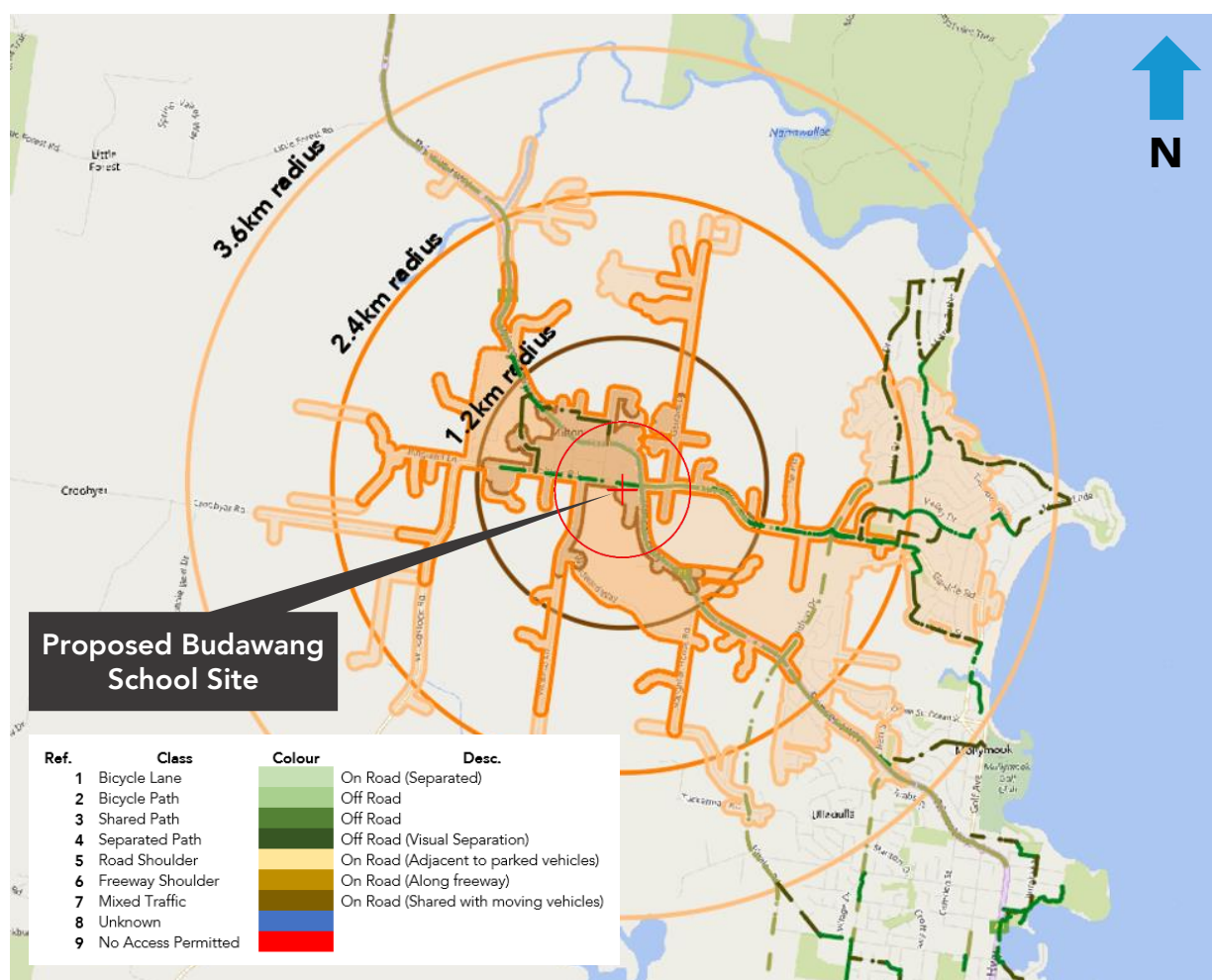


Figure 13 – Planned Cycleway Infrastructure

5.6.4 Infrastructure Gap Analysis & Proposed Improvements

There is a lack of cycling infrastructure available surrounding the vicinity of the school. The proposed routes would provide improved connectivity to the school, and in particular cycle paths along the Princess Highway and Matron Porter Drive would enable cycling from Mollymook and Ulladulla.

It is unclear as to the current status and progress of the planned cycleway infrastructure. Liaison with TfNSW and Shoalhaven City Council is recommended to be sought to identify any routes which may support staff in travelling to and from school and could potentially be fast tracked.

5.6.5 Cycling Targets

Considering the location of the school and the small population of Milton (1,700 people) and noting that the major residential zones are located in surrounding towns such as Narrawallee, Mollymook or Ulladulla, it is assumed that the majority of staff may reside in one of these areas.

Whilst it is acknowledged that Ulladulla is approximately 7km from the School, this distance is considered to be manageable and feasible for adult cyclists. Therefore, staff who reside within the cycling catchment should be strongly encouraged to cycle to and from school, where possible.

Table 3 – Cycling Targets

Travel Mode	Current Mode Share	Target Mode Share
Active Transport - Walking & Cycling	5.3%	15%

5.6.6 Strategies

The School can also promote active transport through various programs and initiatives to encourage staff to cycle to and from school. Some of the key strategies which are applicable for cycling are summarised in Table 4.

Table 4 – Strategies for Cycling

Strategies for Cycling	
Strategy 1: Green Travel Day	
Why	Encourage utilisation of non-car transport modes by staff members.
How	Promotion by the TP Coordinator
Who	Staff
When	As a monthly activity amongst staff members
Resources	Information sheets to be distributed to staff members with available transport options such as a cycling map or a Travel Access Guide.
Strategy 2: End of Trip Facilities (For Staff)	
Why	Allows active transport commuters to shower and change to be comfortable at work.
How	Including a shower and change room in the new redevelopment and informing staff about its availability
Who	SINSW
When	Completion of redevelopment
Resources	Shower and change room facilities
Strategy 3: Seek discussion with Council and TfNSW	
Why	To fast track some of the planned cycling infrastructure
How	Meetings and discussions with Council and TfNSW
Who	TP Coordinator
When	Discussions should commence immediately. Progress check-ups should occur regularly, at least every six months.
Resources	Discussions

5.7 Public Transport

5.7.1 Catchment Areas & Travel Desire Lines

Public transport is a suitable option for staff who are unable to use active transport as a form of transport and to replace private car use. The closest public bus stops are located on Princes Highway before Church Street and Princes Highway at Thomas Street, which are approximately 800m and 1km from the School, respectively. The pedestrian desire lines for the likely walking routes to the bus stops on the Princes Highway as well as the approximate walking distances are illustrated in Figure 14.



Figure 14 – Pedestrian Desire Lines to Existing Bus Stops

It is noted that there are currently limited crossing opportunities along the Princes Highway, with a marked pedestrian crossing provided only on the eastern approach arm to the Princes Highway / Wason Street intersection. As such, access to the bus stops located on the northern side of the Princes Highway would be affected by the lack of crossing opportunities.

Croobyar Road also has limited crossing facilities and the only crossing opportunity is at the signalised intersection of Princes Highway/Croobyar Road. This crossing is not particularly useful for the School as this only provides connection to the residential dwellings immediately fronting the Princes Highway. The majority of residential dwellings and shops in Milton which are within walkable distance are to the northwest of the School. Therefore, the lack of pedestrian crossing points on Croobyar Road may act as a barrier to walking to and from School.

5.7.2 Existing Infrastructure

The existing bus stops located closest to the School are illustrated in Figure 15. There are five bus stops located within a 1.2km notional catchment from the School with four along Princes Highway and one on Wason Street. It is noted that the bus stops on the Princes Highway at Thomas Street are not currently well identified with no signage to indicate that a bus stop exists aside from the on-street parking restriction to designate a Bus Zone. There is also no shelter provided for patrons at any of the bus stops on the Princes Highway. This results in a lack of amenity for staff who may be able to catch public transport but may opt not to due to the poor user experience.

The bus services including coverage, approximate operation times and frequency are summarised in Table 5.

Table 5 – Bus Service Frequency

Bus Route	Operator	Coverage	Approximate Operation Times and Service Frequency
100	Premier Motor Service	Bomaderry to Burrill Lake via Nowra & Ulladulla	Mon & Fri: 2 services per day at 9:30am and 2:45pm Tues & Thurs: 2 services per day at 9:00am and 3:05pm
700-1	Premier Motor Service	Bomaderry to Eden	Mon-Fri: 2 services per day at 2:10pm and 7:30pm Sat: 2 services per day at 2:10pm and 7:30pm Sun & Public Holidays: 2 services per day at 2:10pm and 7:30pm
		Eden to Bomaderry	Mon-Fri: 2 services per day at 6:35am and 11:15am Sat: 2 services per day at 6:35am and 11:15am Sun & Public Holidays: 2 services per day at 6:35am and 11:15am
740	Busline Group	Ulladulla to Milton via Mollymook & Narrawallee	Mon-Fri: 9:05am, 11:15am, 2:15pm, 2:15pm, 3:20pm Sat: 1 service at 9:20am
		Milton to Ulladulla via Narrawallee & Mollymook	Mon-Fri: 9:05am, 10:05am, 11:10am, 2:15pm, 3:45pm Sat: 1 service at 9:45am, 11:35am

As outlined in Table 5, the subject site is not well connected by bus services. There are very limited bus routes and the low frequency services are unlikely to be an attractive option for prospective staff. Further details relating existing public transport infrastructure are presented in Section 5.7.2.

It is noted that bus routes 100 and 700-1 are private buses which require prior booking, whereas the 740-bus route is the only local bus route servicing in the region. A review of the bus timetable for the 740-bus route indicates that the current arrival time of 9:05am in the morning do not coincide with the appropriate start time of the School, being 8:55am.

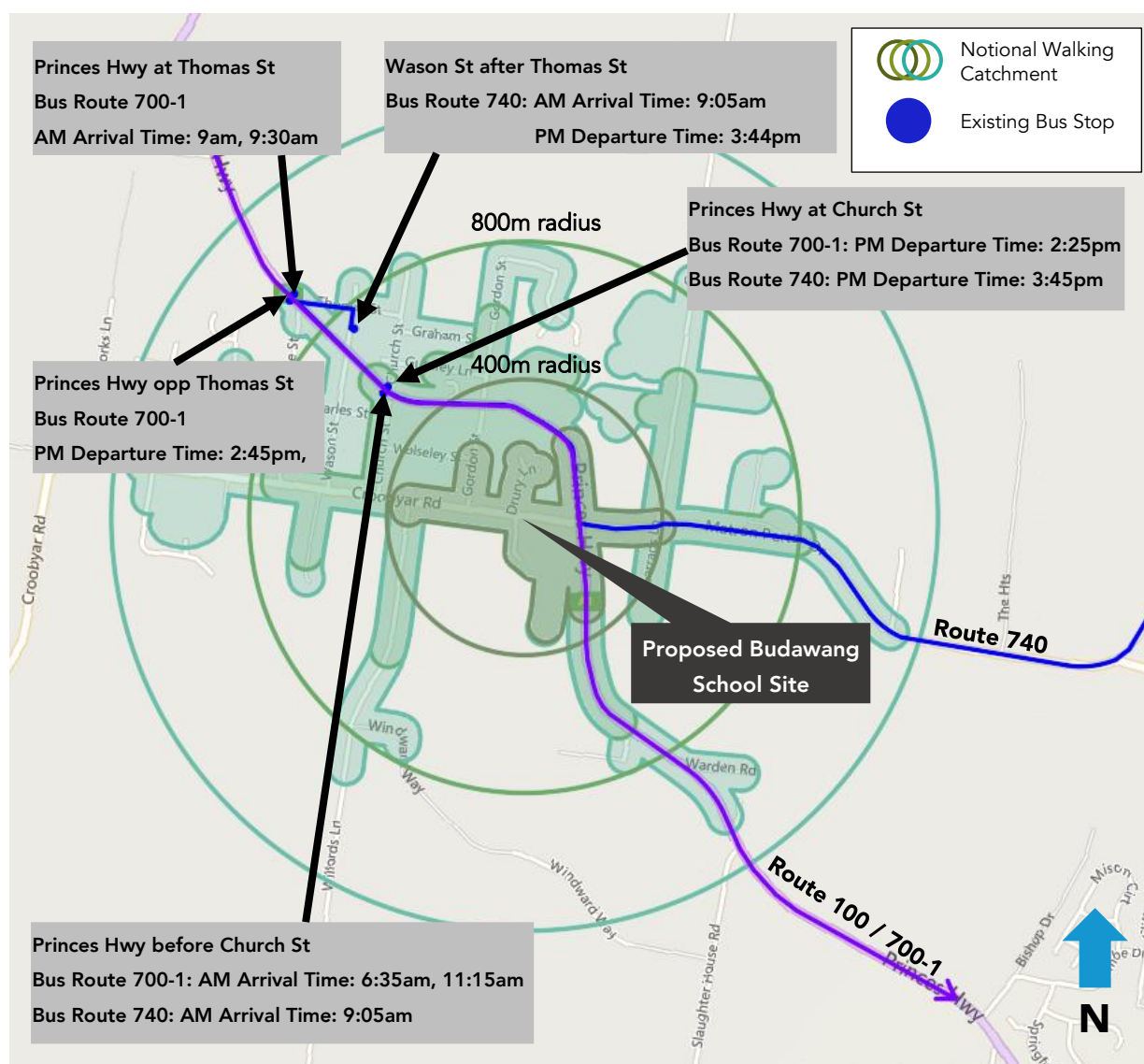


Figure 15 – Existing Bus Routes

As shown in Figure 15, the 740-bus arrives at the Princes Hwy before Church St stop at 9:05am which is approximately 750m walking distance from the School. However, it is noted that the afternoon 740-bus departs from the Princes Hwy at Church St bus stop at 3:45pm which is considered suitable for staff, given that school concludes at 3pm.

5.7.3 Future Bus Routes

There are no known planned changes to the existing bus routes within Milton have been found. However, the development is incorporating a future provision for a bus stop; the proposed location is on the southern side of Croobyar Road at the school frontage.

5.7.4 Infrastructure Gap Analysis & Proposed Improvements

The existing infrastructure for the bus stops provides little or no shelter for bus patrons and creates conflict points for staff getting to school. To ensure safety and comfortability of students by amending public transport infrastructure, the School should undertake consultation with TfNSW and Shoalhaven City Council.

In order to make a safer pedestrian access to the bus stops, the following upgrades are recommended:

- Construct missing footpaths along the key pedestrian desire lines to the bus stops on the Princes Highway and Wason Street;
- Provide additional pedestrian crossing opportunities across the Princes Highway and Croobyar Road;
- Upgrade the existing marked pedestrian crossing at the intersection of Princes Highway / Wason Street to a raised wombat crossing, subject to a warrants assessment of the pedestrian and vehicular volumes along the Princes Highway;
- Formal bus shelters should be provided at each bus stop to improve amenity and weather protection;
- The School is also recommended to liaise with Shoalhaven City Council and TfNSW to determine feasibility of providing higher frequency bus services or additional routes for greater coverage. The existing arrival times of the 740-bus in the morning should be reviewed to either amend the current timetable or provide additional services with arrival before 8:30am to allow staff sufficient time to walk to the School.
- The School would also benefit from upgrades to existing pedestrian facilities providing connection to the School.

5.7.5 Targets

Targets are developed by identifying the existing benchmark travel mode share based on the ABS Census Journey to Work statistics and the existing public transport infrastructure available within the locality. By considering the existing infrastructure, the targets aim to be realistic and achievable.

To achieve the public transport target, the strategies presented in Section 5.7.5 could be considered which involve liaison with Shoalhaven City Council, TfNSW and SINSW to pursue upgrades to the existing public transport amenities.

Table 6 – Public Transport Targets

Travel Mode	Current Mode Share	Target Mode Share
Public Transport	<1%	5%

The existing public mode share is very low (<1%) and an increase to approximately 5% of staff utilising public transport is reasonable given that the total staff population is anticipated to be 33 Full-Time Equivalent (FTE) staff. This target would aim to encourage one to two staff members to catch public transport, provided the recommended changes to the timetable or service frequencies are able to be amended to improve connectivity.

5.7.6 Strategies

The school can promote public transport by informing staff of the available bus services. A suggested strategy for achieving this has been outlined in Table 7.

Table 7 – Strategies for Public Transport

Strategies for Public Transport	
Strategy 1: Travel Access Guide	
Why	Allows staff to be more informed about the various bus routes operating at bus stops located within the walking catchment.
How	Information can also be provided in the staff handbook or induction pack.
Who	Teachers and TP Coordinator
When	After completion of redevelopment to be distributed to staff members, with reinforcement every 6 months to a year.
Resources	Information pack and brochures
Strategy 2: Seek discussion with Council, TfNSW and local bus operators	
Why	To provide additional bus services that would suit bell times. In particular, Ulladulla area should be serviced more frequently. Also, improve bus shelters, provide an additional bus stop at the Princess Highway / Croobyar Road intersection, and construct pedestrian connectivity between the bus stops and the school.
How	Meetings and discussions with Council, TfNSW and local bus operators.
Who	TP Coordinator
When	Discussions should commence immediately. Progress check-ups should occur regularly, at least every six months.
Resources	Discussions

5.8 Car Share / Carpooling

5.8.1 Catchment Areas

Staff who reside outside of the active transport catchment and are not within walking distance to a bus stop would be forced to travel to the School by private vehicles. To promote sustainability staff should consider carpooling with other staff members who reside close to one another. Staff can also benefit by using carpooling to lower the number of vehicles used to access the school.

The key benefits of car share/pooling include:

- **Save money** – ride sharing with just one person;
- **Gain comfort** – sharing a ride relieves the stress of daily traffic pain, it also reduces the stress of your commute so that you arrive more relaxed;
- **Save time** - gain more personal time to spend with friends and family by taking advantage of T2 and T3 lanes where available; and

- **Peace of mind** - commuters do not have to worry about driving when they don't need to (i.e. too tired/fatigue etc.)

5.8.2 Existing and Future Infrastructure

There are currently no car sharing options available within the vicinity of the School, however companies such as GoGet are increasing in popularity and may become a viable option within the coming years.

Carpool services are also increasing in popularity such as Liftango. This service encourages users to share their ride to a destination in comparison to private car usage. These options are generally cheaper than private car use and as the options become more popular and the competitive market saturates, they will only become cheaper.

5.8.3 Targets

A summary of the target mode share for car share and carpooling is outlined in Table 8.

Table 8 – Car Share / Carpooling Targets

Travel Mode	Current Mode Share	Target Mode Share
Other (including car share and carpooling)	2.2%	5%

Given that there is currently no car sharing facilities near the School, the consultation process amongst SINSW, Council and car share operators will determine whether this may be a viable option for staff. Notwithstanding this, carpooling can still be an option for staff who reside within reasonable distance from one another to minimise single-occupant private vehicle usage.

5.8.4 Strategies

The School can promote car sharing/carpooling through various programs and initiatives to encourage staff. Table 9 summarises the strategies which are applicable for the mode of travel.

Table 9 – Strategies for Public Transport

Strategies for Cycling	
Strategy 1: Carpooling Scheme	
Why	Motivates people who live in close proximity to use carpooling services
How	Buddy up staff who live close by or on route
Who	TP Coordinator
When	At the beginning of each year, and review after six months
Resources	Residential data

5.9 Summary of Targets

A summary of the mode share targets is presented in Table 10. The targets take into consideration the existing travel behaviour and infrastructure in Milton and its surrounding suburbs. The future staff population has also been taken into account to identify some reasonable targets which may be achieved over a 5-year time horizon.

Table 10 – Existing and Target Mode Share for Staff

Travel Mode	Current Mode Share	Target Mode Share
Active Transport - Walking & Cycling	5.3%	15%
Public Transport	<1%	5%
Private Vehicle	91.6%	75%
Other (including car share and carpooling)	2.2%	5%
TOTAL	100%	100%

To achieve the target for walking, a range of infrastructure improvements has been proposed in Section 5.5.4, which, if implemented, will provide a more comprehensive and safer environment for active transport. These may involve liaison with Shoalhaven City Council, TfNSW and SINSW to pursue upgrades to the existing pedestrian amenities. In addition, the strategies presented should be considered as a means of educating and encouraging staff to walk, cycle, catch public transport or utilise car sharing/carpooling to travel to and from school.

The 5-year time horizon will allow for the consultation process to be undertaken and provide time for the relevant stakeholders to lobby for appropriate funding to bring the recommended changes to the current pedestrian, cycling, public transport and car sharing networks to fruition. Future transport targets can be developed by analysing a variety of different targets, such as those set by the local Council, SINSW or other government bodies.

Future transport targets for staff can be developed by understanding the gaps from the travel behaviour determined from the travel surveys. Prior to the completion of the redevelopment, a travel survey is recommended to be conducted at the current Budawang School in Ulladulla to gauge current travel characteristics. The general attitude of the staff cohort towards specific travel modes can be determined from the travel survey and appropriate strategies can be implemented once this has been identified.

It is not possible to guarantee that modal split targets will be achieved as it is beyond the control of any Advisory Committee or TP coordinator, since staff and students are subject to free choice. Nevertheless, it is important that sustainable travel options and strategies are communicated and reviewed consistently to ensure a trend towards the set targets.

5.10 General Strategies

Once the GTP has been adopted, it is essential to maintain interest in the scheme. Each new initiative in the plan will need to be publicised by the TP Coordinator with effective marketing. The GTP needs to have a variety of actions that guide strategies relating to promotion, facilities and policies to create incentives for sustainable travel behaviour. A staging strategy should also be outlined in the plan for any actions which may need it.

Greater awareness of initiatives through the promotion of the GTP tend to result in higher uptake of sustainable travel modes. To ensure all users are aware of the initiatives it is important to seek assistance from Shoalhaven City Council, Bicycle NSW, Pedestrian Council Australia, TfNSW and other stakeholders from time to time.

Table 11 summarises the general strategies which will help promote and educate staff about sustainable travel.

Table 11 – General Strategies

General Strategies	
Strategy 1: Distribute a Transport Access Guide (TAG) to all Staff	
Why	To increase awareness of the location of public transport in the vicinity. To inform commuters of different modes of transport and the platforms/apps they can use to find sustainable transport options. It should also advise safety.
How	Issue an information package both in the mail and electronically.
Who	TP Coordinator
When	Can be emailed to all teachers instantly, however a physical copy should be provided upon completion of the redevelopment. Should also be provided on the School's website and in a Teacher's Information Pack upon commencing employment at the School.
Resources	TAG
Strategy 2: Newsletter Items and Social Campaigns	
Why	Reinforces climate-friendly and active transport aspirations and targets
How	School Principal or TP coordinator to incorporate information and articles in ongoing newsletters to staff. The information can include current topics on climate change etc. as a means to connect the public and active transport utilisation to an external goal.
Who	School Principal or TP Coordinator
When	At least once a term
Resources	Newsletters and campaigns
Strategy 3: Consistent Reminders through Staff Meetings	
Why	Reinforces the idea of sustainable travel and can encourage discussion
How	Principal or TP coordinator to provide a concise presentation about the benefits of sustainable travel options.
Who	Principal or TP Coordinator
When	Once a term to show commitment to achieving targets

Resources	List of benefits and a PowerPoint
Strategy 4: Annual Review Meetings to Announce Progress	
Why	To inform staff about progress to achieving travel mode split targets. Will encourage healthy competition to beat the target.
How	Short presentation at annual review meetings
Who	Principal or TP Coordinator
When	At the beginning or end of each year
Resources	Survey results and PowerPoint
Strategy 5: Form an Advisory Committee involving Staff	
Why	Monitor the progress of the GTP
How	Email invitation for expression of interest
Who	TP Coordinator
When	Completion of the redevelopment
Resources	Emails
Strategy 6: Annual Survey	
Why	Monitor, review and evaluate the progress towards the travel mode targets
How	Online surveys to all staff. Can be included as part of the information pack.
Who	Advisory Committee and TP Coordinator
When	Beginning or end of each year
Resources	Emails
Strategy 7: Regular Meetings	
Why	Discuss the effectiveness of initiatives
How	In person meeting at a specified location within the school
Who	Advisory Committee
When	Every 6 months
Resources	Meeting agenda and action plan
Strategy 8: Update all Noticeboards	
Why	Ensuring all information is accurate and up to date for those travelling through active and public transport
How	Updating information on boards
Who	Advisory Committee
When	Every month (or more frequently if necessary)
Resources	Information boards
Strategy 9: Review and update of GTP	
Why	Evaluate the success of the GTP implementation and to add any new objectives.

How	Meetings with Advisory Committee and SINSW to suggest any changes
Who	TP Coordinator
When	Every year for a 5-year period
Resources	GTP objectives, targets and progress checklist.

Strategy 10: Presentation of Annual Monitoring Review Results to Council

Why	To present to Shoalhaven City Council the progress of the GTP target and objectives
How	Submit monitoring report to Shoalhaven City Council
Who	TP Coordinator
When	Every year for a 5-year period
Resources	GTP objectives, targets and progress checklist.

It may not be possible to implement all action items at the same time. Therefore, a hierarchy should be considered to assess actions based on the 'greener' option to enable priority on which should be implemented first.

Before implementing any actions, relevant stakeholders must be consulted to approve the changes.

The travel mode hierarchy and the corresponding mode share targets are presented in Figure 16.

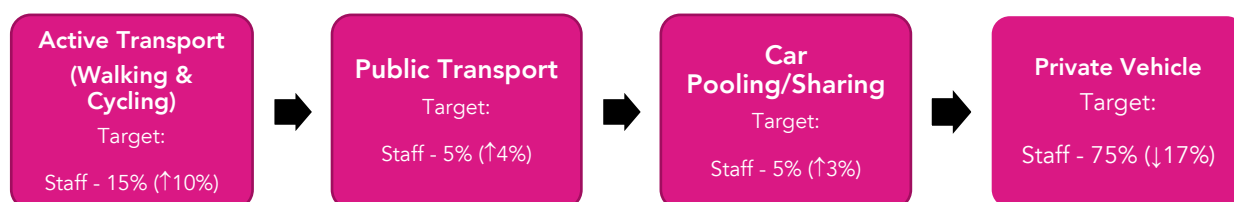


Figure 16 – Travel Mode Hierarchy

The targets outlined beneath each mode of transport in Figure 16 will help to encourage a shift away from the private vehicle, with a reduction of approximately 16% in usage when compared to the existing ABS travel mode benchmark. It is highlighted that these targets should be adjusted once travel characteristics of staff have been collected from the online travel questionnaires.

6. Monitoring and Evaluation

The GTP does not only outline actions and strategies but also ensures monitoring and evaluating of those initiatives. This is a crucial part of the travel planning process as it ensures maximum benefits are gained. Initially, there will be a review of the mode share targets after 3 months of the completion of the redevelopment, followed by yearly tracking and reassessment. There may be cases that new initiatives may need to be implemented or new targets may need to be set if they are exceeded or too ambitious.

The overall success of the GTP is dependent on good communication between various entities such as the SINSW, the TP Coordinator, Principal, Shoalhaven City Council and TfNSW. The TP coordinator must ensure all staff are well informed about reasons for adopting the plan, promote the benefits and provide information about alternatives and initiatives. It is also important to receive feedback through the annual travel surveys to ensure staff are understanding and realising the benefits.

After the data collected after each travel survey, the TP coordinator can make subsequent changes to initiatives or to the targets. The review of the data should consider the following questions.

- Are the targets still realistic? Are they still ambitious? Should they be updated?
- Are there difficulties in achieving particular targets? What are the likely reasons for this?
- Are there any gaps with regards to actions?
- What is preventing further improvement on mode share and how can this be addressed?

The ongoing cycle of the review process must ensure people's reasons for travelling are considered and understood. Any barriers to changes in their behaviour should be considered as it will help decide for the most effective actions to be identified. This review process is also an opportunity the communicate progress to the staff community which can encourage more change from feedback of the results.

To ensure that all commuters to the school understand the benefits of sustainable travel, key elements to development and implementation must be practiced. These include:

- Communication – It is necessary to explain the reason for adopting the plan and all the benefits. Information on alternatives must also be readily available so it is easier for people to make the change.
- Commitment – The TP coordinator must ensure consistent action to help change established habits. Using communication and the provision of necessary resources impetus for commuters can be provided to switch from using private vehicles.
- Consensus – Broad support is necessary for the introduction of the TP. If it is not received well by the school community the targets will not be achieved.

Progress from the GTP will also be presented to council by SINSW and TP Coordinator after each annual review for a recommended period of five years after the issue of the Occupation Certificate (OC). The progress to be presented includes:

- Number of staff;
- Details of mode split (initial survey results);
- Progress towards the average mode split stated in the Shoalhaven City Council's LSPS and the progress towards any new targets;

- Success of initiatives (as listed in Section 5 of this document); and
- Details of any rectification measures proposed.

Attachment 1 - GTP Guide for the TP Coordinator & SINSW

Advisory Committee

- The formation of an Advisory Committee should be coordinated by the TP Coordinator, SINSW and Council upon opening the redevelopment;
- The Advisory Committee will assist in the progress and monitoring of the GTP; and
- The Committee should ensure the notice board is updated regularly (monthly or when necessary) with up-to-date information on sustainable transport.

SINSW / TP Coordinator

- Distribute information on sustainable transport options to staff (i.e. Transport Access Guide);
- Contribute to the promotion of car share and carpooling services;
- Workshops to implement and modify initiatives; and
- Incentives may be issued to staff to encourage public transport use (e.g. competition prizes)

Information Pack

- Annual Survey – through letter or via URL link;
- Transport Access Guide
- Information on platforms/apps including sustainable transport information (i.e. Google Maps, TripView, etc); and
- Information on sustainable transport facilities available on-site (i.e car share (GoGet), carpool (UberPool), bicycle parking, etc)

Annual Travel Survey

- An initial survey should be done 3 months after completion of the development to track progress. This can be done through websites such as Alchemer. (<https://www.alchemer.com/>); and
- An annual survey should be conducted by the TP Coordinator to collect information on new travel patterns.

Regular Meetings

- Regular meeting should be held every 6 months involving SINSW, the TP Coordinator and the Advisory Committee members; and
- Sustainable transport should be discussed including feedback from the initial survey data.