



Catherine McAuley Catholic College

Diocese of Maitland-Newcastle

Stage 1 Green Travel Plan

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Catherine McAuley Catholic College

Medowie Road, Medowie

Stage 1 Green Travel Plan

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1. Introduction and Summary

1.1 Purpose of Report and Study Objectives

1.1.1 Background

The Catherine McAuley Catholic College Green Travel Plan has been prepared to satisfy the NSW Department of Planning and Environment and Transport for NSW.

The project involves construction of the initial stage of educational facilities, including a Secondary School and Early Learning Centre as well as the Chapel. It includes the following in this initial stage of construction:

- Interim secondary school (270 students, 25 staff)
- Early learning centre (40 spaces, 15 staff)
- Chapel for use by school and community

The development will cater for parking and pick up / drop off demands on site.

1.1.2 Scope of Report

The various tasks identified and completed have included:

1. Discuss with Client representatives and the study team the goals for the green travel plan and any limitations that may need to be considered. These discussions will require an understanding of the future staff needing to access the site and the potential travel needs of staff, students and parents.
2. Undertake a review of the OTAMP and TIA prepared for the site to understand the various transport options available including pedestrian and cycling links suitable for this initial phase of the development.
3. Consult information from Council to understand any planned changes external to the site which may impact on the development or influence change to travel patterns.
4. The opportunity for Smart Travel and Car Share programs will also be discussed to determine any existing or future opportunities for car sharing in the area. Encouraging the use of such technology by staff and by families to arrange carpooling can improve the efficiency of travel and encourage non-singular car driving.
5. Review the proposed bus services to encourage use of this over car drop off.
6. Consider use by parents of before and after school care services as well as the provision of early learning and K-12 schooling on site and how families are able to cross use these facilities.
7. Develop an action plan outlining the measures suitable for implementation to encourage the use of sustainable travel options by both staff and families.
8. Green Travel Plans are living documents that require ownership by management to be effectively implemented. Review with the project team the recommended action plan options and agree on those that can be effectively introduced to support sustainable travel to and from the site. Develop the Action Plan based on these discussions.

1.1.3 Issues and Objectives of the study

The traffic assessment completed to support the approval for this interim stage of the new development outlines the proposed infrastructure to cater for the traffic and parking demands for the development. The traffic projections allow mode share for students accessing the site by bus. The purpose of this plan is to identify opportunities for staff and students to utilise active (sustainable) travel options and in doing so ensure that the demand for parking and private vehicle travel can be managed over the implementation of this initial stage of the precinct development.

Sustainable Travel Plans are living documents that require ownership by management to be effectively implemented. Recommendations have been reviewed with the project team to form the recommended action plan options to support sustainable travel to and from the site. This action plan provides suitable information to be included on the school's web site to direct staff and visitors to use sustainable transport. This could also be included

in new staff welcome packs and staff induction discussions to broadly outline public transport options and access to appropriate tools and Apps to support such travel.

1.1.4 Planning Context

In developing this Green Travel Plan, the following documents have been considered:

- Workplace Travel Plans;
- Premiers Council for Active Living NSW;
- Green Travel Plans;
- Port Stephens Council LEP and DCP;
- Guide to Traffic Management Part 11: Parking;
- Austroads Guides to cycling (various);
- Austroads Guide to Road Design Part 6A: Pedestrian and Cycling Paths; and
- NSW Planning Guidelines for Walking and Cycling.

1.2 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 are the future travel needs of the staff and visitors to the development?
3. How can staff and visitors be supported and encouraged to utilise active travel measures over single car use?

1.3 Site Location

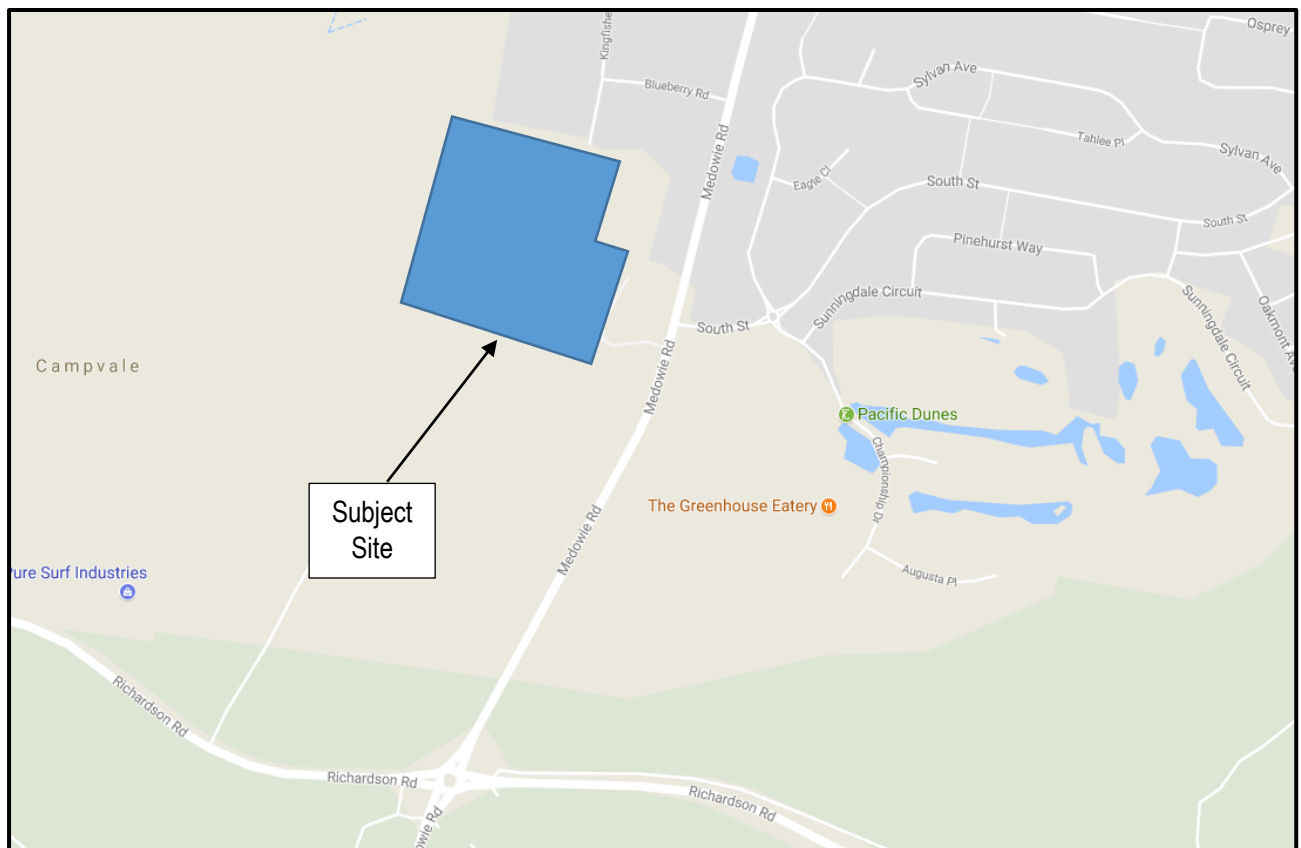


Figure 1-1: Subject site in the context of the local road network

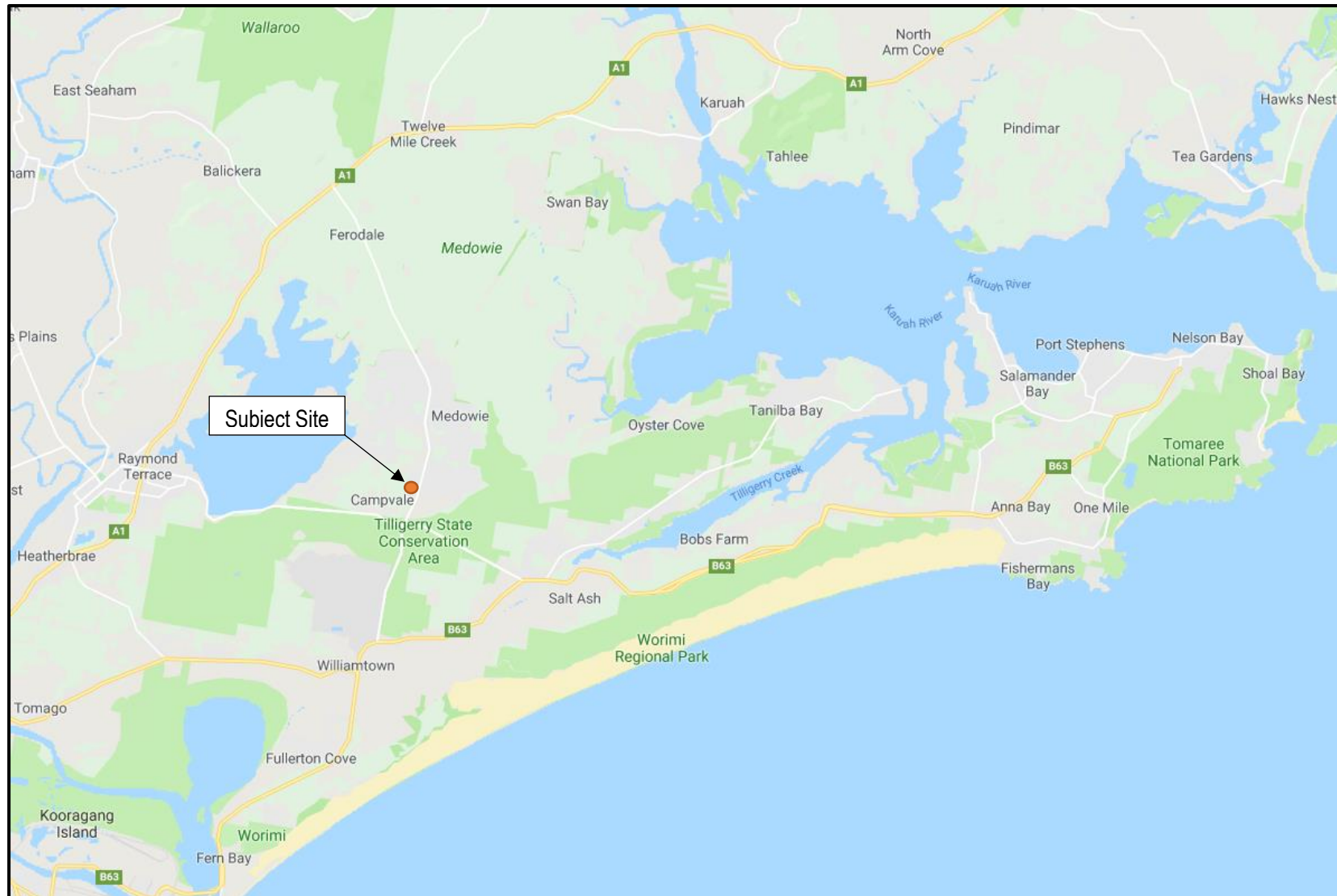


Figure 1-2: Location of the subject site

2. Existing Transport Services and Facilities

2.1 Parking

Along South Street kerbside parking is generally available, with the typical restrictions at intersections and relating to the bus zones present on both sides of the road between Medowie Road and Sylvan Avenue. There are additional restrictions on the southern side of the road relating to school bus zones. This includes a no stopping area in close proximity to the intersection with Medowie Road for approximately 22 metres, with an additional no parking area adjacent running for 17 metres, followed by a bus zone for 70 metres. The signage for these areas stipulate operation between 7am-9am on school days.

There is limited shoulder width available to allow vehicles to pull over on the side of Medowie Road in the locality. There is currently no demand for parking along Medowie Road in this location.

There is no off-street public parking available in the locality along Medowie Road.

2.2 Bus Travel

There are bus stops located on both sides of South Street, 130 metres east of Medowie Road. These stops provide no seating or shelter. There are currently no pedestrian pathways in the immediate area providing access to these stops, with a wide and flat grass nature strip within the road reserve in the locality catering for pedestrian movements.

Medowie is served by both school and public bus services with routes along Richardson Road, Medowie Road, Ferodale Road and major local roads with residential areas. The Medowie Traffic and Transport Study (URaP 2017) states there are 5 school buses which currently service the area, that pick up / drop off along South Street. These services are operated primarily by Hunter Valley Buses (CDC) and Port Stephens Coaches.

Public bus services in the locality are provided by Hunter Valley Buses. There are two routes provided that run along Medowie Road in the vicinity of the subject site which include:

136 – Raymond Terrace to Stockton: Operates 7 days a week with:

- Frequent trips Monday - Friday between 6am to 8pm.
- Frequent trips Saturdays/Sundays/Public Holidays between 8am to 7pm

137 – Raymond Terrace to Lemon Tree Passage: Operates 7 days a week with:

- Frequent trips Monday - Friday between 6am to 7pm.
- 5 services on Saturdays between 8:30am to 7pm in each direction
- 2 services on Sundays/Public Holidays in each direction

The bus routes are shown to follow in Figure 2-1.

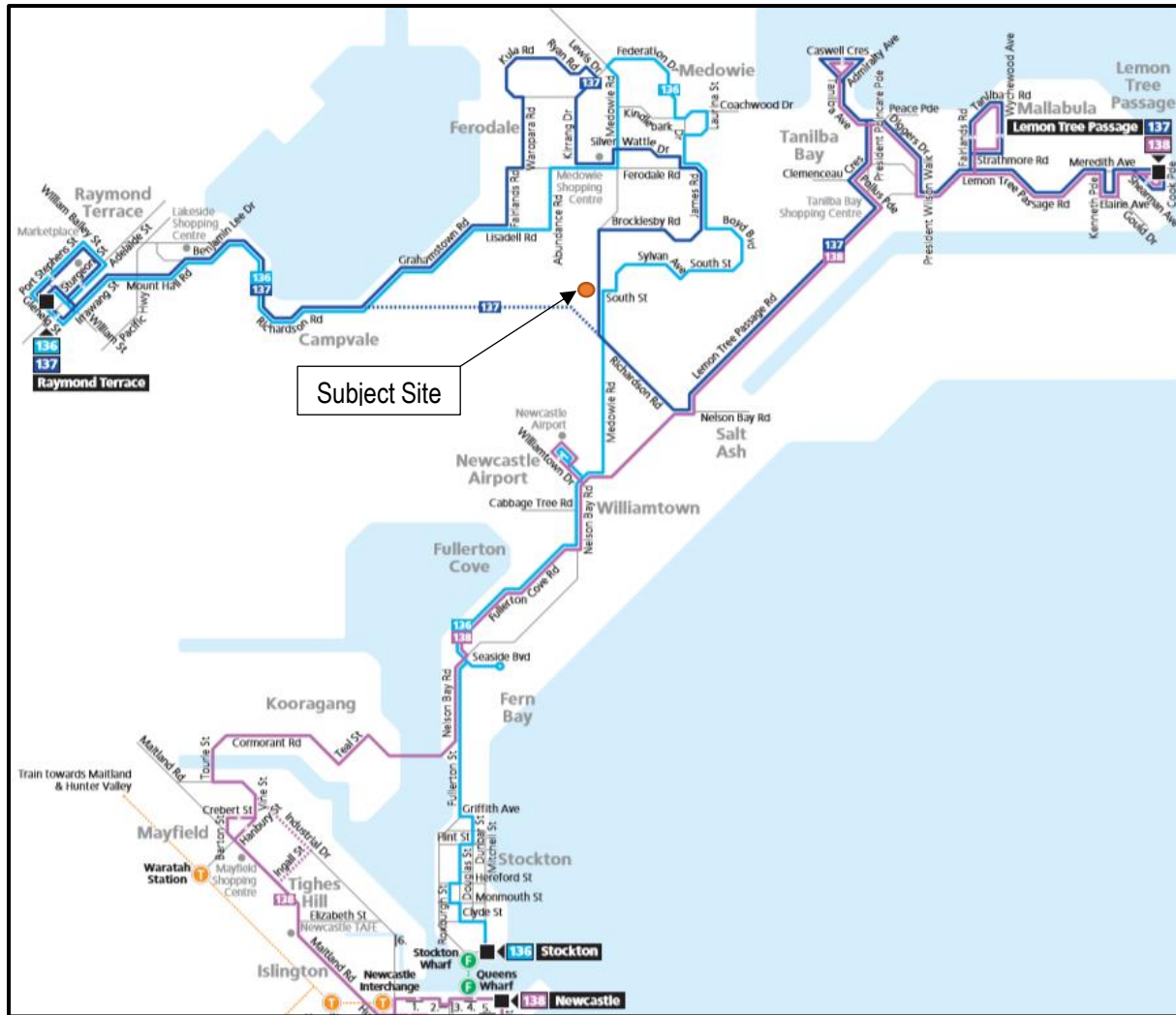


Figure 2-1: Bus services passing the subject site

2.3 Train Travel

There are no train services in the locality, with the nearest rail station located in Hexham 30km to the south of the site.

2.4 Cycling

2.4.1 Cycle routes

Cyclists are able to ride on the local roads, with some shoulder widening and cycling lanes also marked in the locality of the site.

The existing cycleway network links Medowie to Raymond Terrace via Grahamstown Dam, with the route joining Medowie along Grahamstown Road and Lisadell Road, as shown in Figure 2-2 to follow. This network continues within Medowie as a cycleway/shared path which travels along Fairlands Road and then along the length of Ferodale Road. There are a number of other lengths of shared paths in Medowie that often form incomplete lengths, as shown below in Figure 2-3. A number of these provide connections between quiet local streets suitable to ride along.

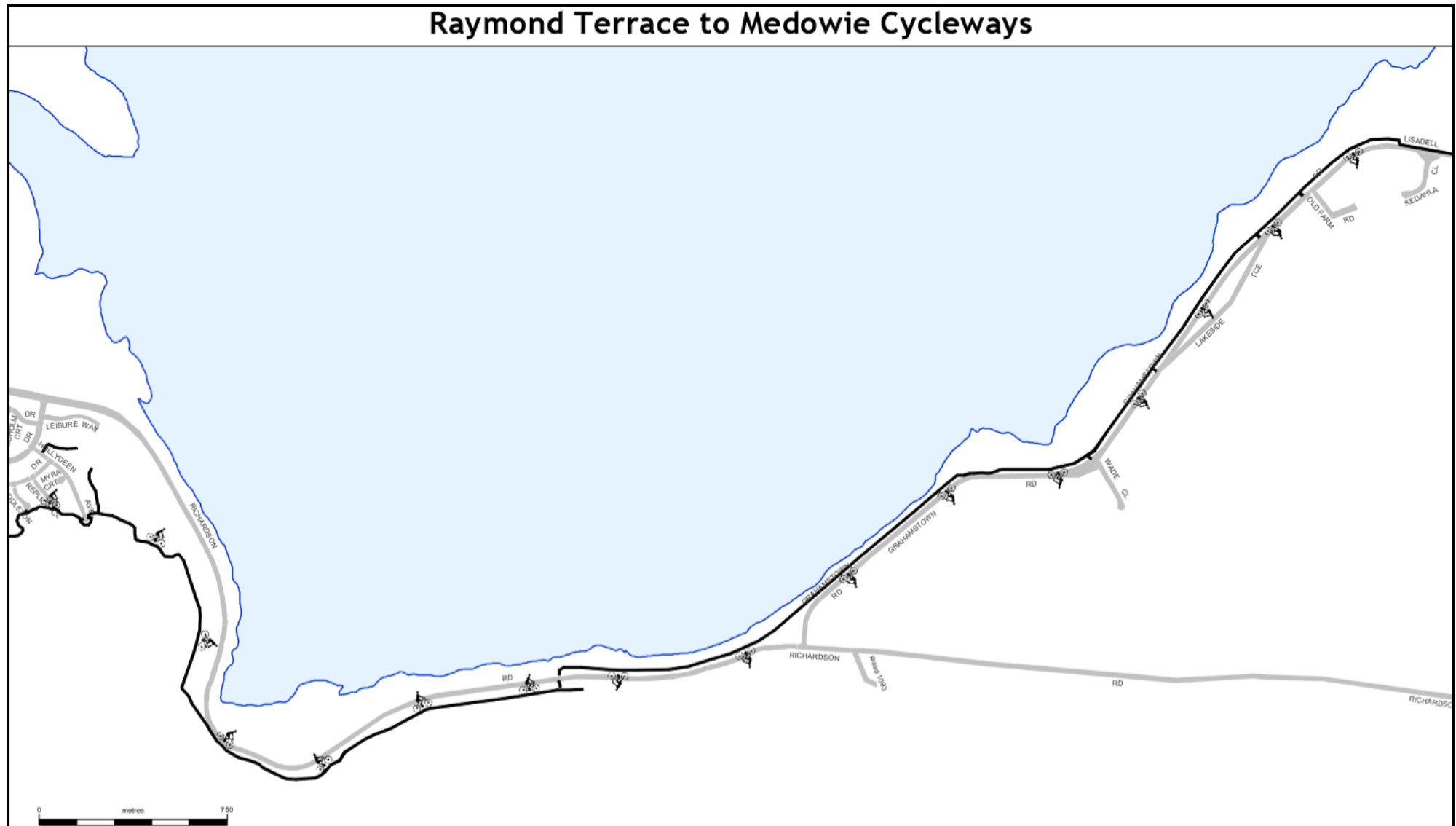


Figure 2-2: Raymond Terrace to Medowie Cycle Route

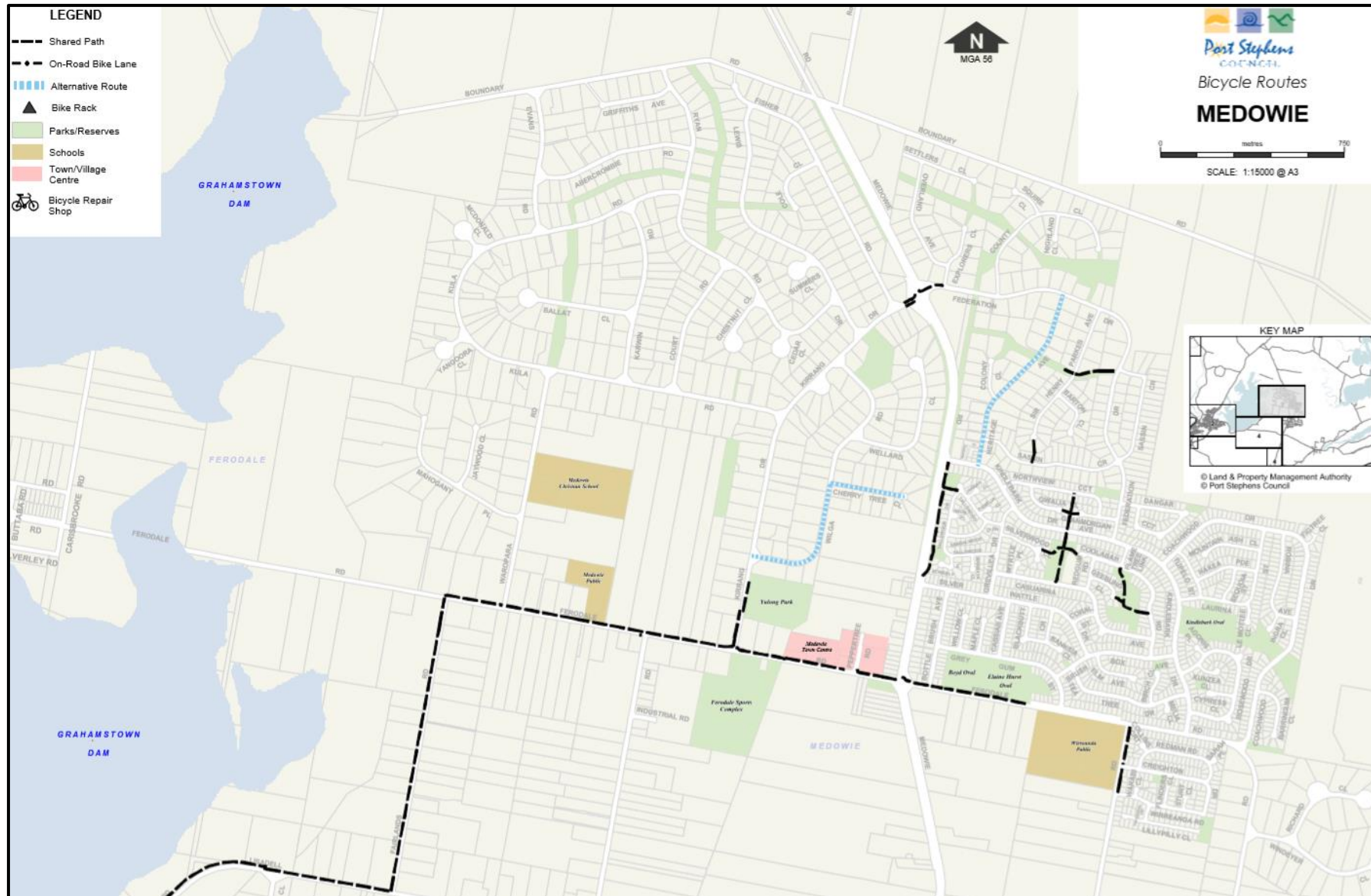


Figure 2-3: Medowie cycleway/shared path network (Source: Port Stephens Council October 2014)

2.4.2 End of trip facilities

There are no existing facilities in the general vicinity of the site. The school development will provide cycling and end of trip facilities with bicycle storage facilities to be incorporated into the planning. Showers will be available for staff as well as storage space for equipment. Adequate provision will be made for bicycle parking for staff and students, with demand to be monitored over the course of the staged development.

2.5 Pedestrians

There are no pedestrian pathways provided in the immediate locality of the subject site, reflecting the existing low density of development along Medowie Road in the surrounding area.

2.6 Taxi and Uber Services

Several taxi companies operate 24 hours a day within the surrounding Port Stephens LGA. Taxis can be booked by telephone or online. Uber services are also available.

2.7 Trip Planning

Transport for NSW provides a range of services to assist in planning bus travel throughout Port Stephens and Newcastle.

Information can be sought online at <https://transportnsw.info/trip/#/> but also by calling 131 500 and selecting option 5.

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 bus is now;
- The closest bus stops and routes; and
- Estimated bus arrival time.

3. Future Travel Demands and Proposed Services and Facilities

3.1 School Catchment Area

The catchment area for the proposed school has been determined from data provided by the Catholic Schools Office on the anticipated origins of students to attend.

There is a wide catchment area for the development, reflecting the semi-rural location of the site and the distance between villages and towns in the Port Stephens LGA. Ultimately being a K-12 Catholic school with early learning facilities this development is planned to accommodate demands for students in the Port Stephens LGA including those would otherwise or currently attend Catholic schools in other areas, predominately Newcastle.

The initial stage sees high school and early learning centre demands only.

A summary of the data provided for the secondary school is outlined in Table 3-1 to follow.

Table 3-1: Secondary School students in Medowie feed zone.

	Percentage of Capacity	Site Approach
Williamtown - Medowie - Karuah	29.2%	From the north / east / south
Stockton - Fullerton Cove	22.5%	From the south
Nelson Bay Peninsula	24.8%	From the south
Lemon Tree Passage - Tanilba Bay	11.6%	From the south
Anna Bay	6.9%	From the south
Tea Gardens - Hawks Nest	1.5%	From the north
Bulahdelah - Stroud	3.4%	From the north
TOTAL	100%	

3.2 Opportunities for Walking/Cycling

A review of the catchment areas outlined shows that of the students a number will be within walking / cycling distance of the development (based on current and future residential development in Medowie) which would see the potential for students to walk / cycle. The majority of students however shall reside further than 2 kilometres travel distance to the school, thereby not being within walking/cycling distance.

One of the goals of this GTP is to encourage all students/staff who have the opportunity to walk/cycle do so, with the means for this and benefits of this outlined further within this document.

3.2.1 Pedestrian/Cycling Infrastructure

Based on the existing development in the area the pedestrian demands for the site are predominately from the east (along South Street), with some additional demands from the north along Medowie Road toward the Medowie Town Centre. There is negligible demand from the south along Medowie Road with the Pacific Dunes Golf Course encompassing the majority of the land on the opposite side of Medowie Road.

Demands in this location are catered for along the grass nature strip. Pedestrian paths are provided connecting through the local streets to streets further north. There are lower traffic demands in this location, with the quiet

local roads providing access to predominately residential development, thereby seeing traffic demands for residents travelling to work/school/recreational activities. As such, the relatively low traffic flows through this area enable pedestrian movements to occur in a safe manner given the low speed environment. Low traffic flows also provide for cycling connections on local streets.

Until the signalised intersection of Medowie Road and South Street is built the school shall implement a Walk and Wait facility on South Street. This is to provide for the safe movement of the students and staff across Medowie Road and will allow students to assemble on South Street to be picked up by a shuttle bus to then transport them to the school. The reverse will occur in the afternoon.

Bicycle storage facilities will be provided within the school grounds to cater for both staff and student cycling demands.

3.3 Proposed School Bus Services

Eight bus services are anticipated to service the initial needs of the school, enabling students to use these buses from the beginning rather than private vehicles. The operation of existing bus services on South Street will be able to continue, with all services relating to the proposed development utilising Medowie Road and completing pick up / drop off internal to the site within the designate bus zone.

The layout of this bus bay allows for efficient loading and unloading of students, providing peace of mind for parents sending their children to school on buses as an alternative to private vehicle use.

3.4 Staff Travel

The proposed staffing arrangement shall include:

- 25 Secondary school staff
- 15 Early learning centre staff

The origin of these staff is unknown at this stage.

Staff in surrounding areas including Raymond Terrace, Nelson Bay, Williamtown, Fern Bay and Stockton have the greatest opportunity to utilise cycling networks, or existing public bus routes that service the locality of the subject site. Staff shall be more likely to cycle greater distances, with the cycle route from Raymond Terrace to Medowie offering a quality link. Given the distance high school students may also be prepared to use this route.

The creation of a new school, with travel habits yet to be established, provide opportunities to promote sustainable travel either by walking / cycling, carpooling or public transport. The future increase in residential densities in Medowie and nearby in Fern Bay may provide incentives for future staff to live within the local area close to their employment and so reduce the reliance on car-based transport.

4. How to Influence Change

4.1 Background on Workplace and Sustainable Travel Plans

Travel Plans are 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 NSW (PCAL)

Active Workplaces are identified as a means by which workplace health and wellbeing can be promoted and supported. Investing in workplace health promotion (such as physical activity programs) has the potential to increase economic return for employers through enhanced worker productivity, reduced absenteeism and improved corporate image. (PANORG (2009) *Evidence module: Workplace physical activity and nutrition interventions.*)

A Workplace Travel Plan is a “business management tool designed to address an organisation's travel needs and impacts. It can deliver efficiencies, savings and benefits to an organisation, its operation and its employees. A Workplace Travel Plan can include promotion of ‘sustainable’ travel choices such as walking, cycling, using public transport and car-sharing, as well as reducing the need to travel by encouraging the use of video-conferencing and remote working. This will be reinforced with promotion and incentives and by the management of workplace parking.”

4.2 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.

With regards to the proposed development the primary spheres of influence are:

- Car Pooling - reduce the number of individual private car drivers by encouraging carpooling by staff and parents / carers both to and from the school.
- Bus Travel – ensure that new school staff who are open to using public transport are supported in this choice.
- Promote walking / cycling to school for students, e.g. *Walk Safely to School Day campaign, Ride2School days, walking buses etc
- Ensure staff who indicate that they are prepared to walk or cycle are supported in this choice with appropriate end of trip facilities.

*Walk Safely to School Day is an annual, national event in Australia in which primary school children are encouraged to walk or commute safely to school, an initiative of the Pedestrian Council of Australia. It is held annually in May on a varying date. Ride2School days are a national promotion and are run in March whilst Ride to Work days are held in October each year.

4.2.1 Relevant Spheres of Influence

Those factors which may influence, both positively and negatively, staff and attendees travel choices relevant to this development are detailed below.

4.2.1.1 *Car Pooling*

Many staff do not perceive carpooling as a viable option because they are concerned that their plans may change and they are either stranded at work or will let other people down. Ongoing improvements in, and increased acceptance of, ride share apps will provide opportunities for staff to easily determine whether other staff live nearby and are candidates for ride sharing. The implementation of these services is expanding, with the option of car pooling with other workers in the surrounding suburbs to be fostered and encouraged through the use of such services over time.

Similarly, families can use such apps to coordinate travel arrangements to and from school.

4.2.1.2 *Availability of alternatives*

Alternative travel options not centred on car travel include bus travel (public transport), cycling and walking. These modes of active transport provide health benefits as well as improved environmental benefits and reduce pressure on road and parking infrastructure.

Bus

Bus travel is one mode for which there is the potential to cater for the majority of demand generated by the new development. As outlined in Section 3.3, there will be a large network of dedicated school services for the development to cater for students across the wide catchment area.

Staff are also able to access these services however as they are often required to be at school earlier or later can be accommodated within the existing public bus network which services suburbs including Raymond Terrace, Nelson Bay, Williamstown, Fern Bay, Stockton and Newcastle.

Access to bus travel may be a viable option however the potential need to change services where direct services are not available and the overall travel time can be perceived as reasons why people do not travel by bus. This is particularly the situation in Medowie where roads have minimal delays and congestion and travel times by private vehicle are low. There is therefore a need to educate commuters to overcome this negative mind set or to incentivise or reward bus usage.

The School Student Transport Scheme (SSTS) gives eligible school students free or subsidised travel between home and school, on NSW public transport, including trains, buses, ferries and light rail. A minimum distance requirement applies for the school travel pass. The minimum distance varies according to the year/grade you are enrolled in that calendar year:

- Years K to 2 (Infants): no minimum distance
- Years 3 to 6 (Primary): 1.6 km straight line distance or 2.3 km walking or further
- Years 7 to 12 (Secondary): 2 km straight line distance or 2.9 km walking or further

Cycling

Cycling as a mode of travel to work generally provides a viable and healthy alternative over car travel. The topography in the area surrounding the school is relatively flat and there is an identified current and future cycle network in the area surrounding the school, that would link the site to the Medowie town centre and through to Raymond Terrace. The distance to Raymond Terrace would see this being a viable option for staff and older high school students. The lack of continuity for this bike path at this point in time however may not provide a satisfactory cycling link for children to the school.

It is important to promote cycling and support those staff who are open to riding to work through the provision of suitable information about routes and end of trip facilities as well as ride-based activities.

Walking

Walking to school can be perceived as undesirable by some parents / carers due to concerns about safety for students. Participation in the annual Walk Safely to School Day campaign will assist in addressing these safety concerns and help to reduce dependence on car-based travel. In addition, providing information about end of walk facilities, showers and lockers, can increase the number of staff prepared to walk over driving.

Some of the reasons given for driving over more sustainable travel options often indicate a lack of understanding of the alternatives. For staff and visitors who would generally drive the availability of travel tools such as a Trip Planner, access to taxi services including Uber or safe riding routes are not necessarily part of their travel thinking. This does not mean that if all objections were overcome that all staff and visitors would choose alternative travel modes but it does reflect opportunities to improve travel choices for staff and visitors through education and promotion with the potential shift away from private vehicle transport. Having staff and students travelling by alternate modes just one day a week can see a 20% shift in mode share.

4.3 Opportunities to reduce commuter car dependency

4.3.1 Car Pooling

Formal carpooling programs are effectively run by various organisations throughout NSW and other states and can provide a practical alternative to being a single commuter driving daily. Staff could be encouraged through either formal or less formal means to promote carpooling and ride sharing on a regular or semi-regular basis. This willingness to carpool can be encouraged through the instigation of preferred/priority parking for carpooling vehicles.

Informal carpooling by parents / carers and staff can be promoted through school newsletters and website.

4.3.2 Public transport

The opportunity to encourage bus patronage must be supported, ensuring all staff who are open to bus travel have sufficient relevant information supporting this as a positive experience. This can be done by providing staff with information about public transport options and including the Transport for NSW Trip Planner app or equivalent on the staff intranet for convenient use.

An analysis of public transport options for staff indicates that travel by bus is a viable alternative to car-based travel for those travelling from suburbs in the surrounding area including Raymond Terrace and Nelson Bay, with services that extend as far south as Newcastle.

4.3.3 Walking and Cycling

The opportunity to increase the number of students walking and cycling to school could be investigated with reasons for not doing so understood and objections overcome where possible (e.g. understanding suitable safe routes, awareness of Walk and Wait service, provision of end of ride facilities etc). New staff can be buddied up with existing staff who cycle to gain confidence and create social cohesion. Staff may also consider cycling for part of their week through the promotion of appropriate cycle routes and familiarity with suitable end of ride facilities.

Transport for NSW has developed a Cycleway Finder, a purpose-built bicycle trip planner, with cyclists able to nominate their route preferences. <http://www.rms.nsw.gov.au/roads/bicycles/cycleway-finder.html>

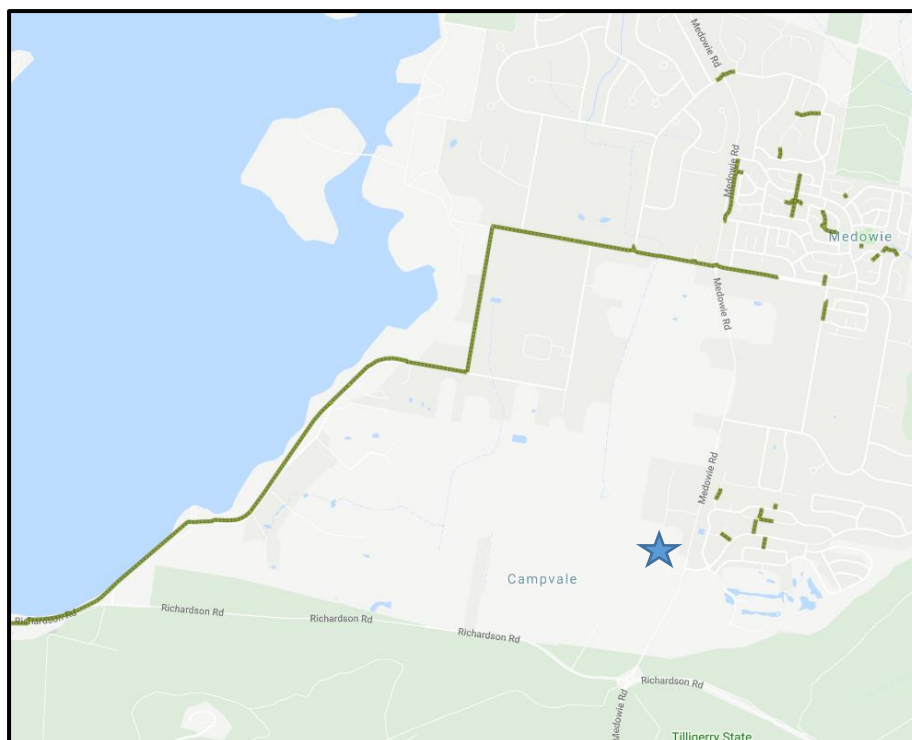


Figure 4-1 Review of output from the Cycleway Finder for the area surrounding the subject site.

4.3.3.1 Active Paths

Active Paths are designated routes to schools that have been identified in conjunction with the local council and the school community. They are designed to make the journey to school as clear, popular and fun as possible.

This provides the school community a network of routes that allow all students to actively travel at least part of the way on their journey to school with great benefits:

- Reduced traffic congestion outside the school
- Students arrive alert and ready to learn
- Students that actively travel contribute to their daily amount of physical activity



Photo 1: Active Paths can provide a fun and clear route for travel to and from school (Source: www.bicyclenetwork.com.au)

4.3.3.2 *National Ride2School Day*

National Ride2School Day is a promotion coordinated through Bicycle Network as a day of fun and colour and a chance for every student to discover and celebrate the joy of riding.

Schools in the Ride2School program can apply for grants up to the value of \$5,000. Grant money can be used on bike parking, Ride2School Active Paths, a fleet of bikes for the school, financial contributions to a new bike shed etc. Schools aren't limited in what they can apply for, as long as they can demonstrate a willingness to support more students actively traveling to school.

5. Active Travel Plan

Having completed the above analysis, the following provides an action plan to introduce opportunities for sustainable travel to Catherine McAuley Catholic College. As a new development there is the opportunity to establish a sustainable mode of travel from the outset although it is recognised that a critical mass associated with enough staff to carpool, older siblings to walk or travel with younger ones etc shall see such modes improve over time. The implementation of the staged development, with school expansion over a number of years, will allow for the travel habits to be established and refined as the development progresses. Regular surveying of staff and monitoring of facilities shall be undertaken to enable improvements to the action plan to obtain the set targets. The details for this shall be established by the Transport Coordinator in conjunction with the school principal.

It is expected that a high percentage of students will access the development by bus, given the semi-rural nature of the subject site and the extent of the student catchment area, thus significantly reducing the private car travel demands. The school will also actively promote and support this, discouraging students from driving or being dropped off.

Whilst enrolments are still open and bus services are still being finalised it is difficult to establish green travel targets. Instead, the school recognises the benefits of students using bus services and the establishment of a shuttle bus across Medowie Road for pedestrians (detailed in OTAMP) supports walking to the school whilst infrastructure upgrades are being completed. The assessment undertaken for the whole of school development established the following mode share targets.

Table 4-1 – Adopted traffic generation rates for the primary school and high school

	Primary School	Secondary School
Private Vehicle Travel	58%	25%
Bus Travel	37%	70%
Walk/Cycle	5%	5%
Total	100%	100%

Whilst these targets are aspirational at such an early stage of the school development, they do provide a benchmark for review by the school in conjunction with the ongoing monitoring of the Green Travel Plan.

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. The mode of travel outlined in the traffic assessment reflects the minimum desired proportion of the school community regularly travelling to and from school other than by single use car, with this assessment provided in conjunction to further changed travel behaviours away from private vehicles.

This action list provides a number of items that would be implemented as part of a Transport Access Guide (TAG) for the school. This will be undertaken as an online resource on the school website which shall provide relevant resources for staff, students and visitors to the school including TfNSW Trip Planner, school bus timetables, information on Walk and Wait pedestrian shuttle service etc. The TAG will be further promoted as a link on school newsletters and other electronic documents that provide information to the school community.

5.1 Active Transport	Implementation
<p>Introduce the role of Transport Coordinator to oversee the implementation and management of this Green Travel Plan.</p> <ul style="list-style-type: none"> Undertake a staff and student survey to determine intended travel patterns at this initial stage of the development including surveying of prospective families at enrolment and provide a baseline for implementation and monitoring. Review the plan in conjunction with the surveys, determine mode share targets and prioritise implementation around survey results and the implementation timeline provided in this plan. 	Immediate

<ul style="list-style-type: none"> Monitor the effectiveness of this plan through regular reviews once the majority of the measures have been implemented then an ongoing annual review with the overarching target to be to reduce car-based travel. 	
Ensure that staff or parent concerns or complaints relating to travel or parking are fed back to the Transport Coordinator for review and assessment as appropriate.	Ongoing
Educate staff about their travel choices and provide an information pack to encourage active transport and shared trips. Include trip planning, cycle routes, end of trip facilities and bus timetable information.	Upon commencement
Provide future staff with information about their travel choices as part of their orientation.	Upon commencement and ongoing
Provide staff and parents with information that makes their travel choices easy to make and less car reliant.	Include information in enrolment information
5.2 Public Transport	
Encourage existing users of public transport to continue to be users of public transport, ie; staff/students transferring from current schools.	At the outset
Ensure new staff who are open to travelling by bus have sufficient information and support for this to be a positive experience.	At the outset
Add Transport for NSW trip planning information to individual workstations and the school website.	At the outset
Provide information about public transport to new staff as part of their orientation including information on Opal cards.	At the outset and ongoing
5.3 Taxi and Uber Services	
Provide information for staff on accessing local taxi and Uber services.	At the outset
5.4 Carpooling / Car Sharing	
Investigate the scope of establishing a staff carpooling program. This should encompass the ELC and High School.	At the outset and ongoing
Investigate the opportunity to provide priority staff parking within the school grounds for staff that carpool.	Immediate
Promote carpooling by families and ensure any school pick up program supports this.	At the outset and ongoing
5.5 Bicycle and Pedestrian Travel	
Ensure that those who are intending to ride are well supported including allocation of clothing storage, showers and provision of route information.	Immediate
Provide appropriate bike storage for staff and students. Allow for additional facilities as the school expands.	Immediate
Promote annual "Walk Safely to School Day" campaign	May each year
Promote "National Ride to Work Day" and networking with bike rider groups.	October each year
Promote Ride2 School Day	March each year
Investigate grants associated with Ride2 School Day	Immediate
Investigate level of support within the school community for Walking Bus and Active Paths	Associated particularly with the primary school
Investigate incorporating walking and cycling safety into the school curriculum. Consider Bicycle Network support in riding safety days etc	At the outset and ongoing
Promote the health and environmental benefits of walking and cycling to students and staff. Incorporate into the school curriculum where possible.	At the outset and ongoing
5.6 Communication Plan	
Create communication platforms (TAG) from the outset of the development to educate parents and staff of active transport opportunities.	Immediate
Encourage staff and parents to utilise active transport options through access to quality accurate travel information.	At the outset and ongoing

Liaise with Port Stephens Council to encourage and promote active transport to the wider community surrounding the school.	Immediate
Liaise with Port Stephens Council to support opportunities for improvements to the pathways network connecting the school and future residential developments.	Immediate and ongoing
Liaise with Bicycle Network and other bike user groups to access educational support for cycling and walking programs.	At the outset and ongoing

5.7 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, particularly for single drivers or a parent and individual child.

Such a review should be monitored frequently during the first year of implementation or whilst the school cohort is expanding to adjust and modify as necessary. Once the plan has been fully implemented then an annual review is appropriate.