

LETTER

Transport Engineering



REF: 301401410

DATE: 2 November 2021

NSW Department of Education
c/- TSA Management
Level 15, 207 Kent Street
SYDNEY NSW 2000

Attention: Mr. Jaron Hoffenberg

Dear Jaron

RE: GALUNGARA PUBLIC SCHOOL MODIFICATION TRANSPORT ASSESSMENT

NSW Department of Education have engaged Stantec to prepare a Transport Assessment in relation to a Modification Application seeking consent to modify the State Significant Development Approval (SSD 9368) for the staged development of the Galungara Public School in Schofields. The Modification comprises the existing available roads (i.e. prior to Pelican Road opening) being utilised by the addition of the Stage 2 population.

Introduction

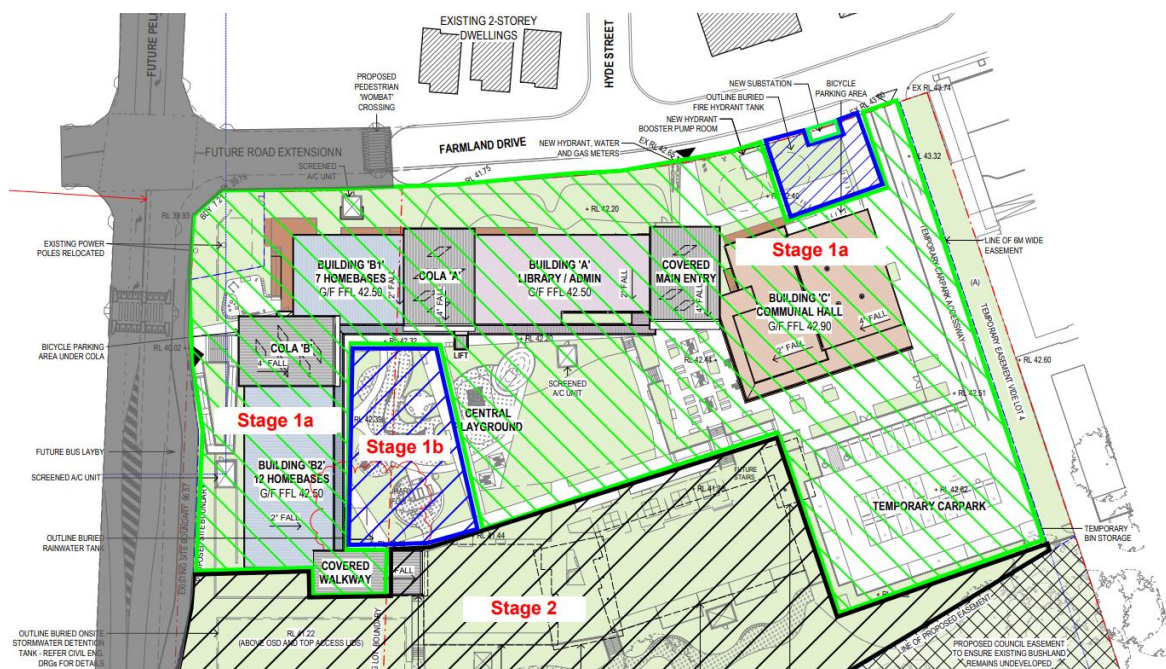
On 21 May 2020 development consent was granted for the staged construction and operation of a new school located on the southeast corner of Farmland Drive and Pelican Road, Schofields, otherwise referred to as Galungara Public School.

The development consent was modified under Modification 3 to comprise construction of the new school to be undertaken in three stages, as follows:

- Stage 1A – Construction and operation of the core school facility to cater for up to 600 students.
- Stage 1B – Construction and operation of landscaped areas including the School Heart.
- Stage 2 – Construction and operation of the remaining home bases and COLAs and final landscaping works to increase the school capacity up to 1000 students.

The existing Stage 1A and proposed Stages 1B and 2 Site Plan site plan is shown at Figure 1. Stage 1A opened in January 2021.

Figure 1: Existing Stage 1A, Proposed Stage 1B and Proposed Stage 2 Site Plan



Source: Drawing AA-AR-1101, revision 4, Richard Crookes, dated 8 September 2020

Galungara Public School is located in a greenfield development area hence the transport network surrounding the site is still under development. Farmland Drive currently terminates approximately 40 metres west of Hyde Street, with construction of the remainder of Farmland Drive and adjacent Pelican Road effectively complete however date of dedication to Council (and opening to public use) unknown.

Stage 1A and 1B was therefore approved with an interim road network and interim operational traffic management measures. Stage 2 was approved with the ultimate road network (comprising the opening of Pelican Road) and ultimate operational traffic management measures.

However, while construction of Pelican Road is effectively complete, there remains uncertainty as to the timing of dedication to Council (and opening for public use), given the third-party construction and understanding that there are minor issues for resolution by the third party prior to dedication to Council.

As such, this modification application seeks approval for an uplift in student population above Stage 1A and 1B population of 600 students with the interim road network and interim operational traffic management measures.

On the above basis, this letter addresses the transport implications of the proposed modification, set out through the following sections:

- site transport overview (page 3)
- existing transport network (page 4)
- School Travel Plan evaluation (page 8)
- previous transport assessments (page 9)
- transport and Parking Assessment (page 9)
- summary (page 12).

This transport assessment has been prepared in consultation with Blacktown Transport Working Group, comprising Blacktown City Council and Transport for NSW representatives, with meeting minutes provided at Attachment 1.

Site Transport Overview

Galungara Public School is located on the southeast corner of Farmland Drive and Pelican Road. Access to the school is currently provided from Farmland Drive however will ultimately be provided from Pelican Road.

The current site, including transport arrangements, is illustrated in Figure 2. This includes:

- a temporary 50-metre long bus zone along south side of Farmland Drive (an indented bus bay will be built along the future Pelican Road on the western side of the school as part of Stage 2)
- an interim bus route along Farmland Drive and through Hyde Street (to be revised following opening of Pelican Road)
- pick-up/ drop-off area within Council's shared use car park east of the site (approved joint use strategy with Council). Seven parallel bays are provided along the southern side of the car park, enabling direct pedestrian access between the footpath and the vehicle without the need for students to traverse the trafficable portion of the car park.
- staff parking accommodated within the shared use car park
- special needs students drop off in the southwest area of the shared use car park, marked with temporary yellow line marking for 7 parking spaces (to be revised to a dedicated parking area in the northeast corner of the school and accessed from the shared use car park following opening of Pelican Road, yet to be constructed due to interim easement requirements to an adjoining property)
- temporary deliveries and waste management undertaken at the south-east area of the school (to be revised to a dedicated refuse collection parking area on the eastern edge of the school with vehicle access from the shared use car park following opening of Pelican Road, yet to be constructed due to interim easement requirements to an adjoining property).

These operational transport management arrangements are consistent with the approved Staging Management Plan submitted as Appendix E as part of SSD 9368 Modification 3 – Staging.

Figure 2: Current site and site transport arrangements



Base Image Source: Nearmap

The shared use car park kiss and drop area and Farmland Drive interim bus zone are shown in Figure 3 and Figure 4, respectively.

Figure 3: Shared use car park pick-up/ drop-off area



Figure 4: Farmland Drive and interim bus zone



Existing Transport Network

Road Network

Road access to Galungara Public School is via Farmland Drive which is a local road connecting the school to Alex Avenue. Following dedication to Council, Pelican Road will be the main north-south connection for the other local roads in the suburb onto the surrounding arterial roads, including Schofields Road.

A review of the road network (existing and proposed) near the site is detailed in Table 1.

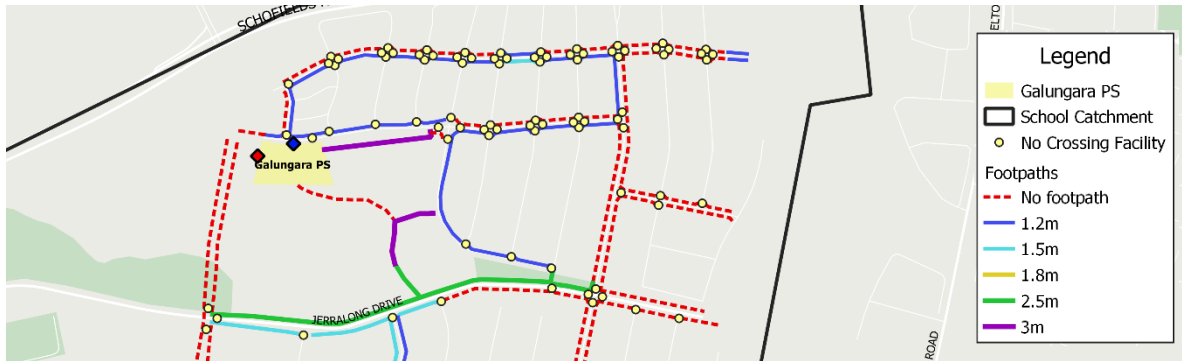
Table 1: Road Network in the Suburb Surrounding Galungara Public School

Road Name	Road Type	Description
Farmland Drive	Local road	Farmland Drive is a local road aligned in an east-west direction along the northern boundary of the site. It connects with Alex Avenue to the east and currently terminates towards the north-east corner of the site boundary. Precinct planning includes its extension further west to adjoin with the future Pelican Road which will be a north south connection to arterials. Farmland Drive has a speed limit of 50km/h.
Pelican Road (not yet open)	Collector road	Pelican Road will be a collector road and will travel in a north-south direction along the western boundary of the site linking to Schofields Road in the north.
Schofields Road	Arterial road	Schofields Road is classified as an arterial road. It is a major east-west link within the NWPGA that connects Marsden Park, Rouse Hill and Schofields. It has undergone recent significant upgrades to now serve as a multi-functional bus corridor/arterial road, providing a four-lane, divided road with separated shared path on the southern alignment. The upgrades also included signalling the Hambledon Road/Alex Avenue intersections and twin bridge crossings over First Ponds Creek. The posted speed limit is 70 km/h, with plans to reduce to 60 km/h in the future as traffic increases.

Active Network

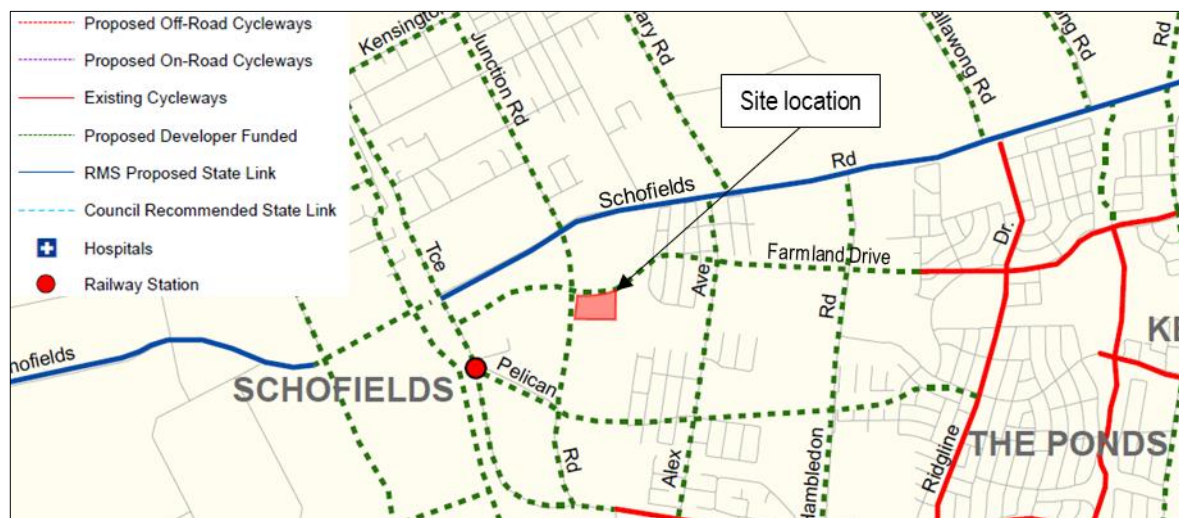
Figure 5 indicates existing available footpaths and crossing facilities on the identified key walking routes to/from the school. Given the school site and nearby surroundings are still ongoing construction projects and residential developments, active travel infrastructure, such as footpaths and safe crossings, are still under development.

Figure 5: Walking infrastructure



The Blacktown City Council 2016 Bike Plan (Bike Plan 2016), reproduced in Figure 6, includes plans for extensive cycle routes that are expected to support active travel. As shown, future cycle routes are planned in the immediate vicinity, including along Farmland Drive, Pelican Road and Alex Avenue with these facilities able to connect with existing shared paths on the southern side of Schofields Road, Jerralong Drive and Stanhope Road further south and Ridgeline Drive and Greenview Parade to the east.

Figure 6: Surrounding cycling network



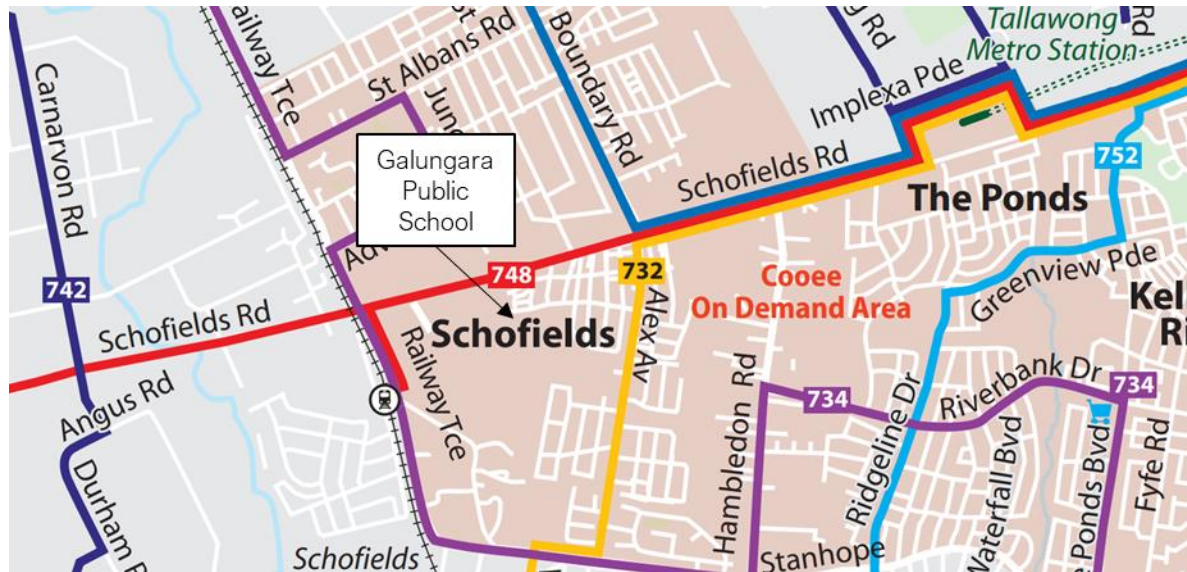
Base image source: 2016 Bike Plan, Blacktown City Council

Public Transport

Schofields Railway Station is located approximately 1km west of the site. Train services to Schofields Railway Station are provided on the T1 Western and T5 Cumberland Lines. The T1 Western Line provides access from/to Richmond, Blacktown, Parramatta, Strathfield and Central, and the T5 Cumberland Line links Richmond and Leppington via Blacktown, Parramatta and Liverpool. Both lines provide services every 30 minutes from Monday to Friday. The T1 Line provides additional services during peak hours.

The existing local bus routes that service Schofields are illustrated in Figure 7. None of the existing bus routes service the entrance of Galungara Public School and a walk of over 300m is required. The closest bus stop to the school is located in Schofields Road opposite Junction Road.

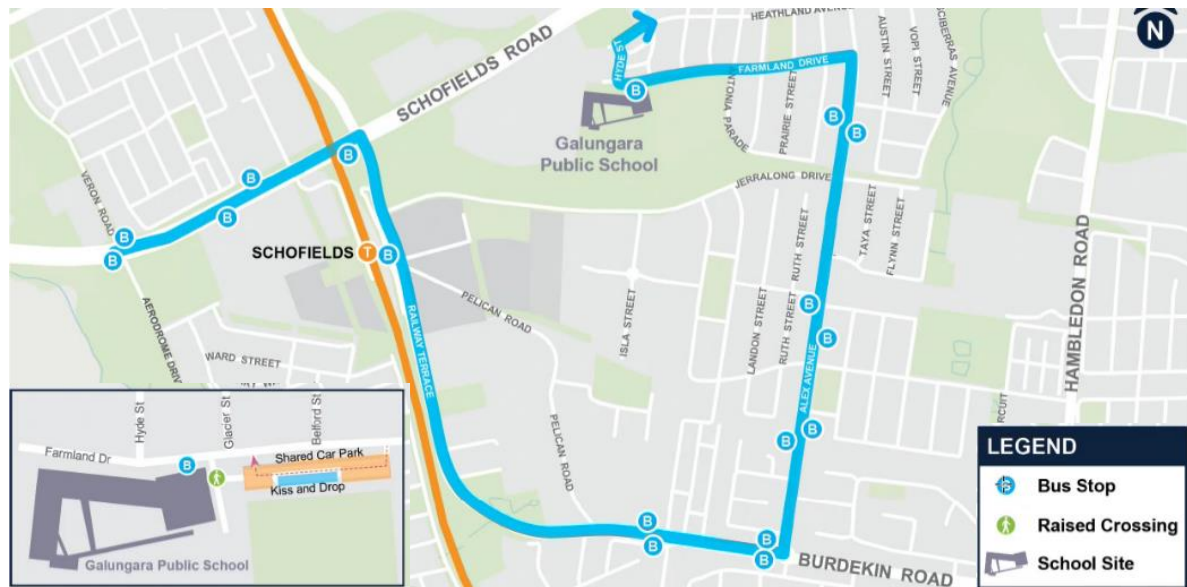
Figure 7: Existing Bus Network



Source: <https://www.busways.com.au/sites/default/files/network-maps/2021-10-11/R1NetworkMap241021.pdf>

The existing school bus service operated by Busways is illustrated in Figure 8. This route will be modified following opening of Pelican Road.

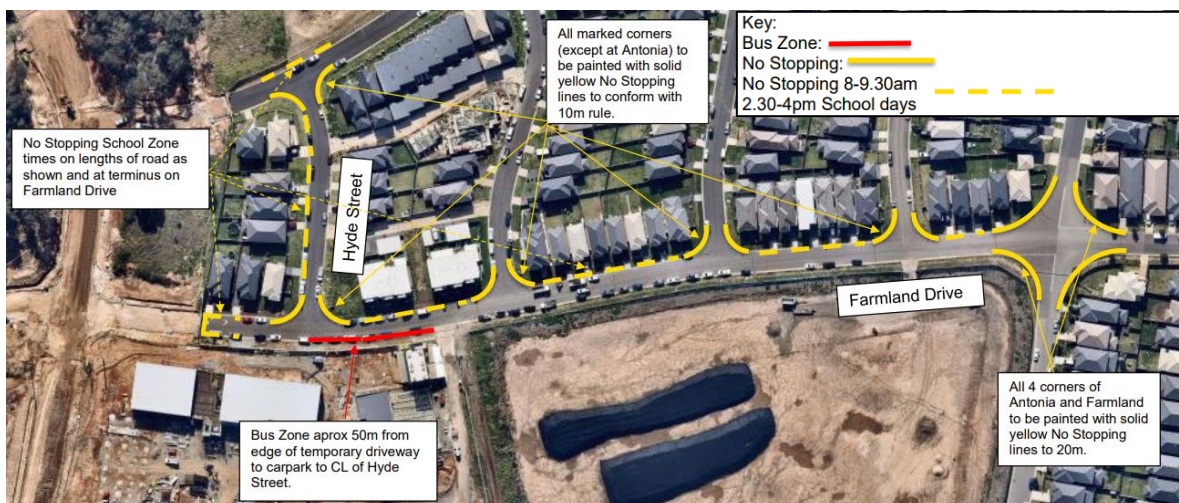
Figure 8: Existing Bus Network and Bus Stops in Schofields



Source: TfNSW

Temporary parking restrictions are provided along Farmland Drive and Hyde Street to accommodate the interim bus route and bus zone as detailed in Figure 9.

Figure 9: Temporary bus route and parking plan

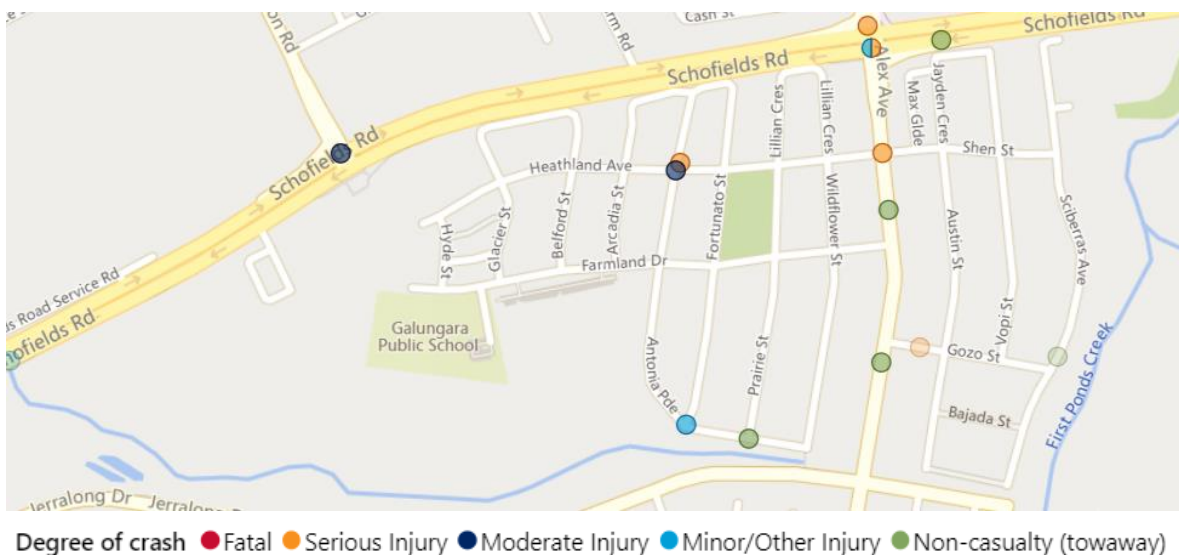


Source: Blacktown City Council, 2020, LTC approved plan

Crash Analysis

Analysis of the most recent five-year period of available crash data (2016-2020) has been undertaken based on crash data provided by Transport for NSW for the roads surrounding the site. The locations of the crash data for the five-year period are shown in Figure 10.

Figure 10: Crash map of the surrounding area



Source: Transport for NSW Crash and Casualty Statistics

The following key statistics can be drawn from the crash data

- No fatalities were recorded during the five-year period surrounding the school.
- No incidents involved a pedestrian.
- 14 incidents occurred during the reporting period, resulting in 14 people injured.
- Five incidents resulted in serious injuries, two resulted in moderate injuries and three resulted in minor injuries.
- The local road network immediately surrounding Galungara Public School experiences a small number of crashes and does not appear to have any identifiable safety concerns.

School Travel Plan Evaluation

Prior to the commencement of operation of Stage 1A, an Operational Transport and Access Management Plan was prepared in consultation with Council and Transport for NSW to provide guidance to staff, students and visitors travelling to Galungara Public School. A School Travel Plan was also prepared in collaboration with the School Principal Ms Tracy Anderson and key stakeholders including Transport for NSW, Council and Department of Education Work and Health Safety Advisor, designed to promote an increase in active and public transport activity to Galungara Public School.

The Operational Transport and Access Management Plan and School Travel Plan are documented in the *Galungara Public School School Travel Plan*, prepared by Stantec, Issue E dated 18 October 2021. The School Travel Plan is a dynamic document which has been designed to be updated to assist the school with achieving the 2021 and future aspirational mode share targets, while having regard to:

- Regular evaluation of the student travel mode surveys against the 2021 and future aspirational mode share targets in the School Travel Plan
- Feedback received from stakeholders as part of the ongoing feedback framework.
- Comments received from the school community (e.g. parents or staff) as part of the ongoing feedback framework.

A key action of the School Travel Plan is to support the School Principal with a Travel Coordinator who is responsible for implementing, measuring and monitoring the active travel program and recurrent funding to support the education, coordination, participation and communication of the active transport program. Stantec were appointed as the Travel Coordinator for 2021 and into 2022. As part of the School Travel Coordinator responsibilities, Stantec are completing regular evaluations of the School Travel Plan.

The Term 1, 2021 School Travel Plan Evaluation is provided at Attachment 3. Key outcomes include:

- car based mode share reduced from 59% to 45% from beginning to end of Term 1, exceeding the 2021 target of 53%
- walk, cycle and bus mode share exceeded the 2021 mode share targets
- a demonstrable improvement between the start and end of Term 1 was observed, with the walking, cycling and car mode splits slightly below the targets on the first week of term but improving to exceed the targets by the end of term. Notably, there was also a 14-percentage point reduction in car use between the start and end of Term 1, and the walking and cycling mode share for both the start and end of Term 1 was greater than the 36 per cent of students who live within 1.2 kilometres of the school
- at the end of term 1, around 18 students caught the bus, resulting in significant spare capacity on the existing service
- 'kiss and drop' area approaching capacity in afternoon peak period due to the nature of highly "peaked" demand (i.e. all parents arrive at one time compared to staggered arrival in the morning), resulting parents parking within the 90 degree parking spaces or on street.

Table 7 of The School Travel Plan Evaluation (Term 1, 2021) summarises feedback and actions taken in response from ongoing feedback framework, including from Transport for NSW, Council, Busways and parents. This includes actions to improve on aspects such as the 'kiss and drop' use in the afternoon including continual provision of traffic control support to encourage regular and smooth turnover of cars in the kiss and drop area and increase communications activity around the benefits and expected behaviours for kiss and drop area use, building on the messages on this topic already sent during Term 1. The evaluation notes there is little incentive to use the kiss and drop area in the afternoon while there is typically ample parking capacity available in the joint use car park.

Stantec were naturally not able to evaluate The School Travel Plan in Term 2 and 3 2021 due to COVID. Notwithstanding, the School Travel Plan will be evaluated in mid-November for Term 4 to enable refinements to be made to the program in time to influence behaviour changes for the start of the next school year. The evaluation will be included as Attachment 4, noting it was not available at time of submission of this report, hence will be included in a further revision once available.

Further in October 2021 as part of the ongoing feedback framework, Stantec facilitated two stakeholder meetings regarding the Galungara Public School Travel Plan Implementation with meeting minutes contained in Attachment 1. Key outcomes/ actions:

- Community interest for a formal pedestrian crossing at Alex Avenue, near the Farmland Drive intersection was discussed. Council to complete vehicular and pedestrian surveys in Term 1 2022 to investigate whether warrants are met. Galungara Public School to engage with parents to gauge interest, usage and support for a new formal crossing.
- The principal noted the temporary bus bay outside the school entrance (that would be relocated to Pelican Road after dedication) is causing coordination issues for the children and parents. Council to enquire about slightly moving the existing bus bay by approximately 10 m to a more appropriate location along Farmland Drive.
- Stantec initiated discussion between stakeholders regarding provision of an additional bus stop on the school bus route, given the existing route has a turn-back loop through the Altrove Estate (west of Railway Terrace and south of Schofields Road), but there is no bus stop within a 5-minute walk for these students. Stakeholders were amenable and Stantec to initiate process.

It is therefore evident that the ongoing feedback framework as part of the School Travel Plan has successfully facilitated prompt action on transport management issues/ concerns around Galungara Public School.

Feedback from Council, reproduced below and contained at Attachment 2, demonstrates the success of the School Travel Plan to date:

"I just wanted to say thank you for your positive involvement in this project. Although it's been a messy year with Covid and lockdown there has been a smooth start to school operations with few complaints from residents which is a great sign for a new school. With several schools either under development or being redeveloped within our LGA it would be great to use a similar model again".

Transport and Parking Assessment

Overview

As discussed, Galungara Public School currently has approval for the operation of Stage 1A and 1B with student population of 600 students and an interim road network with interim transport management arrangements (i.e. prior to dedication/ opening of Pelican Road) and operation of Stage 2 with student population of 1,000 students and the ultimate road network with ultimate transport management arrangements.

Given there remains uncertainty as to the timing of dedication to Council (and opening for public use), this modification application seeks approval for an uplift in student population above Stage 1A population of 600 students with the interim road network with interim transport management arrangements.

The 2022 student population will be circa 450 students, as provided by the School Principal. Given the delays to the dedication are due to minor final works and legal matters, Pelican Road will likely be dedicated to Council (and open for student use) within one year, hence by 2023. Notwithstanding, this application reviews a 66 per cent uplift of student population compared to 2022 to cater for the unlikely event that the dedication

of Pelican Road is further delayed (i.e. into 2023). That is, a student population of 750 students or an increase of 150 students compared to that approved in Stage 1A to operate with the interim road network.

Previous Transport Assessments

GTA, now Stantec prepared a Transport Study¹ for staged development of the Galungara Public School (formerly referred to as Alex Avenue Public School) to accompany the SSDA. The assessment reviewed the staged development of the school, with a maximum capacity of 600 students in Stage 1 and 1,000 students in Stage 2. Key assumptions and outcomes from the Transport Study have been utilised throughout this assessment.

Active and Public Transport Assessment

At the end of term 1, around 15 of around 250 students caught the bus, equating to six per cent of the student population, four percentage points above the 2025 mode share target of two per cent as outlined in the School Travel Plan. As such, there is currently significant spare capacity on the existing service to accommodate any uplift in students given bus capacity for up to circa 60 students.

Assuming a similar mode share of six per cent is retained, a maximum population of 750 students associated with the modification would result in demand of 45 students for the school bus. As such, there is expected to be significant spare capacity on the school bus service to accommodate the maximum forecast student population associated with this modification application. It is noted that as part of the School Travel Plan feedback framework, the Principal identified coordination issues with the temporary bus stop along Farmland Drive with parents/ general vehicles. As noted in Attachment 1, Council action includes investigating relocating the bus bay 10 metres west to improve general traffic flow along Farmland Drive.

The footpaths and crossing facilities on the identified key walking routes is illustrated in Figure 5. As shown, footpaths are missing on key links, including Alex Avenue. Further, no crossing opportunity has a formal crossing facility (i.e. zebra crossing, refuge or signalised). As part of the School Travel Plan feedback framework, Council action includes investigating the possible inclusion of a formal pedestrian crossing along Alex Avenue near Farmland Drive in 2022. Notwithstanding, considering much of the residential areas to the east of the school is constructed and occupied, the condition of verge within the immediate vicinity of the school is considered to be suitable for walking, away from vehicular traffic, in the interim prior to formal footpaths being constructed.

The modification is expected to result in no additional pressure on the active transport network. Notwithstanding, should there be any issues identified in the School Travel Plan evaluation throughout Term 4 2021 or 2022, actions will be formed in consultation with stakeholders to ensure an appropriate mitigation can be implemented.

Parking Assessment

Staff

Staff parking demand for both Stages 1 and 2 was approved to be accommodated within the shared use car park. As such, the modification proposes no change to this approval.

It is noted that this is an acceptable outcome given that for a typical park/ reserve, the peak parking demand occurs on weekends with lesser demand on weekday evenings and generally minor demand throughout the day on weekdays. As such, accommodating staff parking demand during weekdays enables a more efficient utilisation of parking space and assists in minimising excessive parking provision.

¹ Alex Avenue Public School, Transport Impact Assessment, 8 April 2020

Student Drop-off and Pick-up

Drop-off and pick-up parking demand for both Stages 1 and 2 was approved to be accommodated within the shared use car park, with seven parallel parking bays provided to accommodate the full Stage 2 student population of 1,000 students. As such, the modification proposes no change to this approval.

Notwithstanding, a review of the capacity of these bays following Stage 1A opening is outlined below.

The Transport Study reviewed the adequacy of the provision of seven drop-off and pick-up spaces in the Council car park to accommodate the full Stage 2 student population of 1,000 students. The study found:

- under the base scenario, with a wait time of 30 seconds per vehicle, the provided drop-off and pick-up bays can accommodate the expected arrival rate without queuing.
- under sensitivity testing, for an average 60 second wait time per vehicle, the drop-off and pick-up bays can accommodate the arrivals without queuing in the AM peak and in the PM peak, minor queuing would be expected for the first three minutes, after which queues will begin to reduce as the arrival rate decreases.

This is generally consistent with outcomes of the School Travel Plan Term 1 Evaluation, with the drop-off and pick-up approaching capacity in the afternoon peak period given parents wait time of at least 2 minutes (drop-off and pick-up permits a maximum stay of 2 minutes). Key actions incorporated into the School Travel Plan based on this feedback, as outlined in Attachment 3, includes increasing capacity of the drop-off and pick-up through provision of traffic control support to encourage regular (ideally less than 2 minutes) and smooth turnover of cars in the area. Through encouraging a reduced wait time, the capacity of the drop-off and pick-up will naturally increase ensuring there is adequate capacity to accommodate the uplift in students expected associated with the modification and ultimately, the Stage 2 population.

Notwithstanding, should the School Travel Plan evaluation, either in Term 4 2021 or throughout 2022, indicate that the drop-off and pick-up reaches capacity in the afternoon peak period, the following mitigating actions could be considered:

- Management/ marshalling can assist in monitoring/ reducing wait times (to be implemented in Term 4, results to be captured in Term 4 evaluation)
- Staggering the release times by year group can assist to dampen the arrival peak in the PM peak.
- Conversion of additional parking bays within the shared use car park to temporary kiss and drop spaces during the afternoon peak period.

Any action, should it be required, will be developed in consultation and collaboration with key stakeholders including Transport for NSW and Council.

Summary

The anticipated school population in 2022 is less than the Stage 1A approval for 600 students. It is unlikely that Pelican Road will remain closed in 2023 however should that be the case, a maximum population of 750 students is expected. Notwithstanding, the modification does not result in a material change to the parking operations for drop-off/ pick-up and staff, given approved operation and management of parking between Stage 1A and Stage 2 is effectively equivalent (notwithstanding the uplift in demand).

Through the ongoing School Travel Plan evaluation and feedback framework, use of the shared car park (including drop-off and pick-up bays) will continue to be monitored. Should there be any issues identified, actions will be formed in consultation with stakeholders to ensure an appropriate mitigation can be implemented.

On this basis, the modification can be accommodated and is not expected to materially impact existing and approved parking conditions near Galungara Public School.

Road Network Assessment

The Transport Study completed an assessment of the ultimate road network arrangement with full Stage 2 population. This included SIDRA intersection model of the Pelican Road/ Farmland Drive intersection in growth year 2026. Results indicate that the road network is expected to operate satisfactorily, with minimal queues or delays on any approaches. No assessment was completed for the Stage 1 interim road network, under the assumption that the road network was expected to operate satisfactorily given Farmland Drive terminates, hence the predominant source of traffic generated is from the school only (rather than competing with other through traffic).

Review of the Transport Study indicates that the Stage 2 school development would generate 670 and 530 one-way trips in the AM and PM peak periods, respectively. Assuming a reduced student population of up to 750 students, the modification considers a total traffic generation of 500 and 400 one-way trips in the AM and PM peak periods, respectively. This level of demand is expected to be easily accommodated within the existing road environment. No issues with traffic flow have currently been identified through the School Travel Plan evaluation and feedback framework. Notwithstanding, should any issues arise, actions will likely include education and the use of traffic controllers to manage the flow of vehicles and reduce any friction as a result of parents not knowing where to park and/ or how to exit.

Summary

On the basis of the above assessment, the modification can be accommodated within the interim road network with existing interim transport management measures and is not expected to materially impact parking and traffic conditions near Galungara Public School.

Further, through the School Travel Plan evaluation and feedback framework, transport conditions around the site will continue to be monitored. Should there be any issues identified, actions will be formed in consultation with stakeholders to ensure an appropriate mitigation can be implemented. As such, it is expected that the interim transport network will continue to operate satisfactorily should the student population achieve the maximum forecast population of 750 students prior to the Stage 2 road network being opened to traffic.

I trust the above is clear. Naturally, should you have any questions or require any further information, please do not hesitate to contact me on (02) 8448 1800.

Yours sincerely

GTA, NOW STANTEC

Brett Maynard
Director

encl.

Attachment 1 – Transport Working Group Draft Meeting Minutes

Attachment 2 – Council Feedback

Attachment 3 – School Travel Plan Term 1 2021 Evaluation

Attachment 4 – School Travel Plan Term 2 2021 Evaluation

ATTACHMENT 1

Transport Working Group Meeting Minutes

MEETING MINUTES



Galungara Public School



DRAFT

Job No:	301401410	GTA Rep:	Brett Maynard John Devney	Date:	14 October 2021
Job Name:	Blacktown Transport Working Group			Time:	11:00am
Client:	NSW Department of Education			Location:	Microsoft Teams
Purpose:	Galungara Public School Transport Operations				

Attendees:	Rebecca Lehman (NSW Department of Education) - RL Brett Maynard (GTA, now Stantec) - BM John Devney (GTA, now Stantec) - JD Ingrid Bissaker (GTA, now Stantec) Fiona Frost (Blacktown City Council) Nadeem Shaikh (Blacktown City Council) Pahee Rathan (Transport for NSW) Robert Rutledge (Transport for NSW) Dina Hanna (Transport for NSW) Rahath Islam (Transport for NSW) John Broady (Transport for NSW) Sophia Grieve (Transport for NSW)
Apologies:	
Distribution:	All Attendees

Item	Description	Discussion	Action
1.0	Travel Access Guide (TAG) Presentation	JD presented the draft Galungara Public School TAG. Key notes: <ul style="list-style-type: none"> bus service will start from Monday 18 October student numbers will increase from 25 October TAG to be uploaded onto school website and revised/ re-uploaded to incorporate any Council/ Transport for NSW feedback. JD to share School Travel Plan, including TAG, for review by Transport for NSW and Council.	Stantec, complete 18 October 2021
1.1	TAG, Council and TfNSW feedback	JD/ RL presented the snapsendsolve platform to assist with parent issues resolution. Council/ Transport for NSW expressed their desire for complaints to be made via their existing feedback avenues. Stantec to work with snapsendsolve to ensure Council/ Transport for NSW feedback avenues are incorporated into the back-end of app to streamline issue resolution.	Stantec
1.3	School Bus Route	<ul style="list-style-type: none"> JD noted school bus route terminates at Schofields Road/ Aerodrome Drive/ Veron Road, however the bus continues south of Schofields Road to turn around via Altrove Boulevard/ Overly Crescent/ Calder Street/ Christy Drive. JD noted there are a lot of students in the precinct south of Schofields Road Process to incorporate a new bus stop south of Schofields Road: <ul style="list-style-type: none"> Stantec to submit recommendation to Busways 	All

Item	Description	Discussion	Action
		<ul style="list-style-type: none"> • Busways to contact Council • Council determines appropriate location, consults residents and facilitates local traffic committee process. 	
1.4	Term 4 Evaluation	Stantec to complete an evaluation of the School Travel Plan in mid-November, including observations of student mode share, kiss n drop behaviour/ capacity, bus capacity etc.	Note
1.5	Term 4 Evaluation	Transport Working Group to reconvene in 1-2 months. Stantec to present outcomes of Term 4 Evaluation.	Note
2.0	Pedestrian footpath network	<ul style="list-style-type: none"> • Council to complete pedestrian + traffic count in early 2022 to investigate additional pedestrian crossing along Alex Avenue near Farmland Drive. • Council following up completion of footpath network around Antonio Parade/ Farmland Drive intersection. • JD noted both items would improve access to the school. 	Council
3.0	Parking Compliance	<ul style="list-style-type: none"> • Council arranged rangers to patrol Farmland Drive to ensure compliance with parking restrictions at the beginning of Term 2. 	Note
4.0	Pelican Road	<ul style="list-style-type: none"> • Pelican Road still not open to traffic. Opening date unknown. • Council to inform team of opening date once they know more information from the developer. 	Note
5.0	Modification Application	<p>BM presented the Galungara Public School Modification Application Transport Assessment methodology. Key notes:</p> <ul style="list-style-type: none"> • Basic transport assessment that confirms the appropriateness of the current transport network to accommodate students in excess of Stage 1 approved population (600 students). • Assessment will rely on data collected as part of the school travel plan evaluation. • Assessment does not propose to do any intersection modelling. 	Note
5.1	Stakeholder Feedback	<ul style="list-style-type: none"> • Council noted that changes to configuration of car parking in the joint use car park would be difficult to accommodate given reduction to capacity (i.e. converted 90 degree spaces to parallel). • BM clarified that no changes are proposed unless identified as necessary through the comprehensive School Travel Plan monitoring process in Term 4/ throughout 2022. 	Note

MEETING MINUTES

Job No:	301400213	Stantec Rep:	John Devney	Date:	19 October 2021
Job Name:	Galungara Public School Travel Coordinator			Time:	10:00 – 10:30 AM
Client:	NSW Department of Education, School Infrastructure			Location:	Online via Teams
Purpose:	Galungara Public School Travel Plan Implementation – Stakeholder Meeting				

Attendees:	Tracy Anderson (Principal), Fiona Frost (Blacktown City Council), Sophia Grieve (TfNSW), Robert Rutledge (TfNSW), John Devney (Stantec), Liam Clark (Stantec)
Apologies:	
Distribution:	All Attendees, Robin Roy (SINSW), Jaron Hoffenberg (TSA), Rebecca Lehman (SINSW)

Item	Key Points	Action
1 – Introduction	<ul style="list-style-type: none"> Tracy provided a short update on return to school communications. The new Travel Access Guide effective 18 October was uploaded on the school website. 	<ul style="list-style-type: none"> N/A
2 – Updated School Travel Plan	<ul style="list-style-type: none"> Tracey recommended several edits to the updated School Travel Plan: <ul style="list-style-type: none"> Section 1.4.4 on traffic controllers “Better pedestrian amenities” in actions table Sophia noted that TfNSW were still reviewing the STP. 	<ul style="list-style-type: none"> Sophia Grieve to provide feedback on STP by 25 October Stantec to update STP accordingly to be relevant for November 2021
3 – Term 4 Travel Survey	<ul style="list-style-type: none"> Stantec to go out on-site for the Term 4 travel mode share survey on Tuesday 9th November. 	<ul style="list-style-type: none"> N/A
4 – Meetings	<ul style="list-style-type: none"> Stantec put forward additional dates (23rd November and 14th December) for further stakeholder meetings in Term 4. 	<ul style="list-style-type: none"> Stantec to send out calendar invites to all stakeholders.
5 – School Growth	<ul style="list-style-type: none"> Stantec enquired about 2022 enrolment data. Indicative enrolment for 2022 was discussed as: <ul style="list-style-type: none"> 114 Kindergarten, 100 Year 1, K-2 250 students Total school enrolment for Term 1 2022 is 450. Tracy confirmed 2 demountable classrooms will be built. 	<ul style="list-style-type: none"> Tracy to confirm 2022 student numbers and provide to Stantec. Tracy to confirm the start date for Term 1 2022.
6 – Antonia Parade / Farmland Drive roundabout	<ul style="list-style-type: none"> Fiona stated that the roundabout is planned to be built during the Christmas school holidays. 	<ul style="list-style-type: none"> N/A
7 – Pelican Road	<ul style="list-style-type: none"> Tracy discussed concerns about the delays to open Pelican Road. She mentioned that the bus bay outside the school entrance (that would be relocated to Pelican Road after dedication) is causing safety and coordination issues for the children and parents. Fiona explained issues, such as final works and legal matters, are delaying the dedication and opening of Pelican Road. 	<ul style="list-style-type: none"> Fiona to enquire about slightly moving the existing bus bay by approximately 10 m to a more appropriate location along Farmland Drive.
8 – Alex Avenue crossing at Farmland Drive	<ul style="list-style-type: none"> Fiona mentioned interest from the community for a formal pedestrian crossing at Alex Avenue, near the Farmland Drive intersection. Fiona stated she intends to conduct pedestrian and vehicle counts for this crossing in Term 1 2022. Tracy mentioned that Stantec could engage with parents about interest in a formal pedestrian crossing, to ensure that pedestrian and vehicle counts will meet warrant conditions. 	<ul style="list-style-type: none"> Stantec to prepare a survey form to be distributed to parents to ask for their interest, usage and support for a new formal crossing.

ATTACHMENT 2

Council Feedback

From: [Jaron Hoffenberg](#)
To: [Jim Lewis](#); [Lincoln Lawler](#); [Rebecca Lehman](#)
Cc: [Martin Cook \(Martin Cook\)](#); [Robin Roy](#); [Alaine Roff](#); [Christopher Croucamp](#); [John Cordingley](#); [James Marsden](#); [Maynard, Brett](#); [Bissaker, Ingrid](#)
Subject: FW: Galungara Public School [TSA-P.NSW.C1335]
Date: Wednesday, October 6, 2021 1:18:55 PM
Attachments: [image005.png](#)
[image006.png](#)
[image001.png](#)
[image002.png](#)

Hi all,

Feedback from council regarding the current school operational traffic infrastructure to date.

Regards,

Jaron Hoffenberg

Project Manager



Level 15, 207 Kent Street, Sydney, NSW 2000
Land of the Gadigal people of the Eora nation
M: [+61 405 535 475](tel:+61405535475) / O: [+61 2 9276 1400](tel:+61292761400)
Jaron.Hoffenberg@tsamgt.com / www.tsamgt.com



I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and future.

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From: Fiona Frost <Fiona.Frost@blacktown.nsw.gov.au>
Sent: Wednesday, 6 October 2021 1:15 PM
To: Jaron Hoffenberg <Jaron.Hoffenberg@tsamgt.com>
Subject: Galungara Public School

Hi Jaron

I just wanted to say thank you for your positive involvement in this project. Although it's been a messy year with Covid and lockdown there has been a smooth start to school operations with few complaints from residents which is a great sign for a new school.

With several schools either under development or being redeveloped within our LGA it would be great to use a similar model again.

All the best with your new projects.

Regards
Fiona



**Fiona Frost
Road Safety Officer**

9839 6363

0428 403 834

Fiona.Frost@blacktown.nsw.gov.au

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ATTACHMENT 3

School Travel Plan Term 1 2021 Evaluation

TECHNICAL NOTE

Galungara Public School – School Travel Plan Evaluation, Term 1 2021

DRAFT

Project Code: N185454 **Project Name:** Galungara Public School Travel Coordinator

Dept: Transport Planning

Date: 12 April 2021 **Version No.** A-Dr

Author: Anthony Leung

Reviewer: John Devney

SUBJECT: School Travel Plan Evaluation (Term 1, 2021)

Page 1 of 9

Introduction

GTA, now Stantec ('GTA') were appointed as the School Travel Coordinator for the Galungara Public School ('the school') for the NSW Department of Education. The school is a new primary school (K-6) situated in a new residential neighbourhood at Farmland Drive, Schofields, NSW that opened in Term 1 of 2021. GTA's role as School Travel Coordinator follows GTA's preparation of the School Travel Plan (ref: N185452, Issue D, dated 03/12/2020) for the school that satisfied State Significant Development Condition D20 associated with the planning approval for the school.

As part of the School Travel Coordinator responsibilities, an evaluation of the School Travel Plan followed the opening of the school on Friday 29 January 2021 at the start and through to the end of Term 1, 2021. This evaluation included:

- Evaluation of the student travel mode surveys conducted during Term 1, 2021 against the 2021 and future aspirational mode share targets in the School Travel Plan.
- Depending on the extent of achievement or otherwise of the 2021 and future aspirational mode share targets, preparation of recommendations on how actions specified in the School Travel Plan can be modified or continue to be implemented to assist the school with achieving the 2021 and future aspirational mode share targets, while having regard to:
 - Updated school enrolment information that indicates the school roll during Term 1, 2021 and the indicative depersonalised addresses of students, to inform the likely travel mode choices available to students depending on where they live.
 - Feedback received from stakeholders as part of the ongoing feedback framework that has been organised by GTA in the role of School Travel Coordinator.
 - Comments received from the school community (e.g. parents or staff) as part of the ongoing feedback framework.

The evaluation presented in this technical note is structured around the bullet points listed above.

Assessment of mode share targets

School Travel Plan mode share targets

The School Travel Plan's 2021 and future aspirational mode share targets are set out in Table 1 and Table 2 respectively.

Table 1: Galungara Public School mode share targets in 2021

Mode Share Targets	Walk	Cycle	Bus	Car
	40%	5%	2%	53%
Total Number of Students is 300	120 students	15 students	6 students	159 students

Table 2: 2025 aspirational mode share targets for Galungara Public School

Walk	Cycle	Bus	Car
65%	10%	2%	25%
650 students	100 students	20 students	250 students

Source: Galungara Public School, School Travel Plan, GTA Consultants, 2020

As detailed in the School Travel Plan, the reason for two different targets is due to the road network and footpaths around the school remaining incomplete or under construction during at least Term 1 of 2021, which may result in more modest uptake of transport modes such as walking and cycling. The higher aspirational targets in Table 2 by 2025 reflect the fact that the footpath and road network will have been complete for several years with enduring sustainable travel behaviours expected to be embedded within the school community.

The 2021 targets in Table 1 assume a school roll of 300 students, while the aspirational targets in Table 2 assume a larger enrolment of around 1,000 students. As of April 2021, the school roll is approximately 270 students. The general geographic distribution of these students is analysed in Table 3 based on depersonalised data provided by the school's principal in March 2021 for current enrolments. This is the same type of analysis carried out for the School Travel Plan based on now outdated anticipated enrolment information.

Updated school student enrolment location information

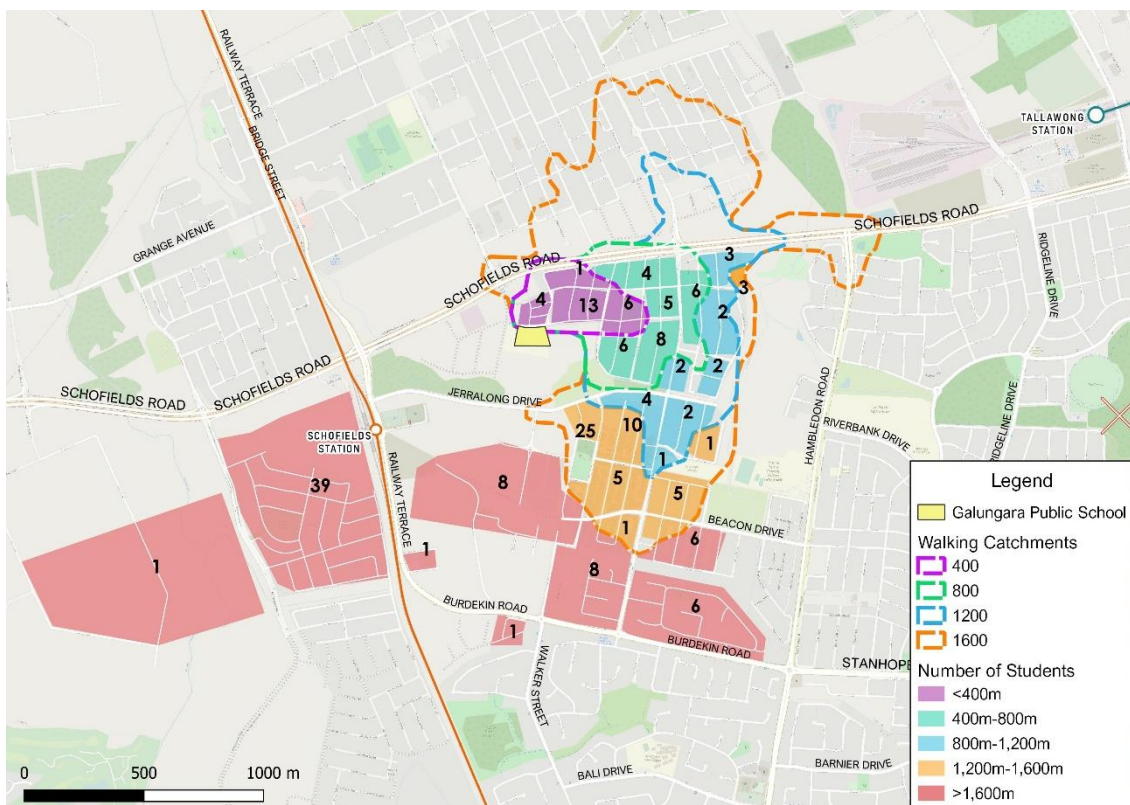
The statistics in Table 3 are based on the 400/ 800/ 1,200/ 1,600m on-path walking catchments and the depersonalised aggregated student residence locations within these catchments, as shown in Figure 1.

Table 3: Number of students living in the Galungara Public School walking catchment areas

Catchment	Students	Percentage	Cumulative Percentage
1-400m	24	13%	13%
401-800m	29	15%	28%
801-1,200m	16	8%	36%
1,201-1,600m	50	26%	63%
1,601m+	71	37%	100%
Total	190¹	100%	

Source: GTA Consultants based on Galungara Public School Data

Figure 1: Students living in the Galungara Public School catchment (March 2021)



The catchment analysis was focused on current location of students based on the depersonalised data and the Galungara Public School catchment zone. Therefore, the areas north of the Schofields Road, although shown on the maps, are not considered as part of the potential catchment for students for this school.

¹ This total does not sum to 270 as there were enrolment addresses listed outside of the school's enrolment zone.

As indicated in Table 3, up to 36 per cent of students in the enrolment zone live within 1.2 km of the school, which equates to a walk of around 15 minutes depending on the student's walking speed. Students within this catchment are those who are most likely to walk or cycle. Students living in the enrolment zone beyond 1.2 km from the school will likely cycle, bus or be driven to school depending on their individual circumstances.

Travel mode survey results

On-site travel mode surveys were conducted by GTA field staff at the start and end of Term 1, 2021 to evaluate the travel mode split of students travelling to and from the school against the mode share targets in the School Travel Plan. The surveys were carried out on Wednesday 3 February 2021 (the first full week of school opening) and Tuesday 30 March 2021 (the last week of school opening), with fine weather observed on both days. The results of the surveys are provided in Table 4 and Table 5 for the start and end of Term 1 respectively.

Table 4: Galungara Public School travel mode survey results, start of Term 1

Time period	Walk	Cycle	Bus	Car – Pick Up and Drop Off	Car – Parked in nearby parking spaces
Morning	30%	1%	3%	34%	33%
Afternoon	42%	1%	6%	2%	49%
Average across both periods	36%	1%	4.5%	18%	41%

Table 5: Galungara Public School travel mode survey results, end of Term 1

Time period	Walk	Cycle	Bus	Car – Pick Up and Drop Off	Car – Parked in nearby parking spaces
Morning	39% ²	6%	4%	21%	30%
Afternoon	46% ³	7%	8%	4%	35%
Average across both periods	42.5%	6.5%	6%	12.5%	32.5%

² Around three per cent of whom were observed to be using a scooter

³ Around four per cent of whom were observed to be using a scooter

Comparison with School Travel Plan mode share targets

The results are compared with the mode share targets in Table 6.

Table 6: Comparison of Term 1 travel mode survey data with mode share targets

Target/result	Walk	Cycle	Bus	Car
2021 target	40%	5%	2%	53%
2025 target	65%	10%	2%	25%
Start of Term 1, 2021 result (average across both periods)	36%	1%	4.5%	59%
End of Term 1, 2021 result (average across both periods)	42.5%	6.5%	6%	45%
Difference compared to 2021 target (start of Term 1, 2021)	-4 percentage points	-4 percentage points	0	+6 percentage points
Difference compared to 2021 target (end of Term 1, 2021)	+2.5 percentage points	+1.5 percentage points	+4 percentage points	-8 percentage points

As shown in Table 6, the travel mode splits observed in the surveys by the end of Term 1 exceed the 2021 targets across all modes, with the average walking, cycling and bus mode splits ranging from 1.5 to 4 percentage points higher than the targets, while car use was eight percentage points lower than the 53 per cent target for 2021. Notably, bus use by the end of Term 1 was already three times higher than the 2021/2025 targets.

A demonstrable improvement between the start and end of Term 1 was observed as shown in Table 6, with the walking, cycling and car mode splits slightly below the targets on the first week of term but improving to exceed the targets by the end of term. Notably, there was also a 14-percentage point reduction in car use between the start and end of Term 1, and the walking and cycling mode share for both the start and end of Term 1 was greater than the 36 per cent of students who live within 1.2 kilometres of the school. This positive improvement in sustainable travel behaviour may be caused by many different factors, including but not limited to:

- parents and students becoming more accustomed to their daily schooling and travel routine,
- parents and students becoming more confident with using sustainable travel choices for school travel,
- gradual improvements to the surrounding street network (e.g. new footpaths, kerb cuts and other walking infrastructure) as the surrounding new neighbourhood develops
- the ongoing implementation of the School Travel Plan as facilitated by the Travel Coordinator comprising activities such as regular sustainable travel and road safety communications, embedding of road safety education resources into the curriculum and the addressing of any transport concerns through the established feedback framework (see in the comments section below)

Despite this positive trend, the use of the 'kiss and drop' area in the joint use car park dropped considerably in the afternoon compared to the morning at both the start and end of Term 1 (Table 4 and Table 5). Based on the site observations, this difference is caused by parents arriving by car gradually leading to the school start time of 8.45 am, allowing the demand to be spread evenly throughout the morning so there is enough capacity to cater for more parents dropping off their children by car. In contrast, parents arriving by car in the afternoon converge at the joint use car park immediately before the school end time of 2.45 pm; therefore the 'kiss and drop' area does not have sufficient capacity to deal with this highly peaked demand. Consequently, more parents opt to park for longer in the other public parking spaces in the joint use car park or surrounding

streets. This behaviour in the afternoon is currently not a problem as the joint use car park has sufficient capacity to cater for parent arrivals. However, this situation may change in the long-term if the parking demand from other users of the joint use car park increases at the same time as school closing when the adjoining sports field opens, or when the school roll increases towards the maximum capacity of 1,000 students.

Overall, the travel mode splits improved by the end of Term 1 to exceed the 2021 targets set in the School Travel Plan. The achievement of the targets does not mean the School Travel Plan implementation is complete, rather, this evaluation report will need to explore measures to build on the school community's positive travel behaviour throughout the rest of 2021 and improve on aspects such as the 'kiss and drop' use in the afternoon. Moreover, other factors could cause changes in behaviour later in 2021 (e.g. greater chance of inclement weather during the winter term). The proposed measures are addressed at the end of this evaluation report.

Comments received from ongoing feedback framework

In addition to the preceding surveys and analyses to inform this evaluation report, the School Travel Coordinator (STC) established a regular communications forum with the following key stakeholders identified in the School Travel Plan as part of the responsibilities of the STC:

- Tracy Anderson, School Principal
- Rebecca Lehman, Sustainable Transport Technical Advisor, Schools Infrastructure
- Fiona Frost, Road Safety Officer, Blacktown City Council (BCC)
- David Surplice, Senior Project Manager, Travel Demand Management, Customer Journey Planning, Transport for NSW (TfNSW)
- Adam Tanner, Acting Principal Transport Planner, Customer Journey Planning, TfNSW
- Julie Ashby, Scheduling Daily Operations Manager – School and Route, Busways Group
- School parents

Regular fortnightly meetings were held with the School Principal while monthly meetings were held with the listed representatives from Blacktown City Council (BCC) and Transport for NSW (TfNSW) during Term 1. Liaison via e-mail also took place with the listed representatives from Schools Infrastructure and Busways (the school bus operator). Furthermore, feedback from the parents was received via an online survey sent out to the school community, direct emails to the STC, and also in-person during the site visit. Based on the minutes from these meetings and other forms of correspondence, a summary of the comments on travel to and from the school is provided in Table 7:

Table 7: Feedback from ongoing feedback framework

Stakeholder	Feedback	Actions taken in response
Tracy Anderson, School Principal	A concern was expressed about the safety and lack of formal crossing facilities at the Farmland Drive and Antonia Parade intersection.	The STC raised this with BCC, who have subsequently put this issue forward to the council's local traffic committee (LTC). The LTC is now considering a pedestrian refuge island at this intersection.
	Confusion around the signage and line markings erected for the kiss and drop area and the special needs parking spaces at the western end of the joint use car park.	The STC raised this with BCC, who have subsequently put this issue forward to the LTC for the erection of new signage in the kiss and drop area. BCC is also investigating changing the line marking and erecting new signage to clearly denote the special needs parking spaces.

Stakeholder	Feedback	Actions taken in response
	Instead of organising surveys with parents or staff, the STC could conduct an online survey and subsequently make themselves available to parents or staff on their site visit days to take questions and comments.	The STC has issued an online school travel survey to the school community and made themselves available for in-person feedback during their site visit on 30 March 2021.
School Travel Coordinator (STC), GTA	No formal footpath exists on the southern side of Farmland Drive near the Antonia Parade intersection for people to walk on to connect to the pathway around the car park and onto the school. This was due to the ongoing construction works for the sports field.	The STC raised this with BCC, who stated that Council is now investigating the provision of a temporary footpath along this segment, subject to approvals and available funding.
Fiona Frost, BCC	Fiona concerned about the vehicle speeds and volumes at the development site easement, however she noted that the issue was not as dangerous as before.	Since making this observation in February 2021, subsequent observations from BCC, the School Principal and the School Travel Coordinator revealed that this is no longer an issue.
	In response to the early planning on a walking school bus route by the STC, Fiona supported an initial route starting at Wildflower Street/ Antonia Parade along Farmland Drive and onto the school. She supported trialling this walking school bus route for 'Walk Safely to School' day on Friday 14 May 2021.	The STC supported Fiona's route amendment suggestion and the idea to trial the route on 'Walk Safely to School' day.
	A Road Safety Education Officer should be appointed by TfNSW will provide information and tips about safe access to the school to the teachers to convey to students.	The STC followed this up with Adam Tanner from TfNSW, who subsequently actioned this and a Road Safety Education Officer has been in touch with the school regarding the road safety education resources.
David Surplice/ Adam Tanner, TfNSW	David mentioned the Safety Town website is a informative source of information about Road Safety Education for Schools which can be shared with teachers, students and parents as part of implementation of School Travel Plan	The STC has since adapted material from this website as part of communications under the Communications Plan.
	David is readily available to provide the STC with school bus patronage data to support the evaluation process	N/A. The STC provided TfNSW with an update on a random ride-check conducted by Busways in February, revealing 15 passengers used the bus.
Julie Ashby, Busways	The STC should conduct discussions with the School to reiterate the importance of tapping on and off using their Opal card, because service reviews are often conducted based on the result of the data we receive regarding actual patronage.	The STC prepared a Facebook post for Tracy to send out promoting the enrolment of students into the Subsidised School Travel Scheme (SSTS) that allows subsidised travel on a School Opal Card.
	The school bus service operated from Day 1, Term 1, 2021 with supporting timetable and route information, and the availability of a four-week payment amnesty during February to allow time for parents to get a School Opal Card.	The STC prepared a Facebook post for Tracy to send out with details on the school bus route, the payment amnesty and details on how to enrol into the SSTS.
Rebecca Lehman, Schools Infrastructure NSW	Ongoing emails regarding road safety messaging to be passed onto the school.	The STC prepared Facebook posts based on these emails for Tracy to post to the school community

Stakeholder	Feedback	Actions taken in response
Parents	<p>Various pieces of feedback received regarding:</p> <ul style="list-style-type: none"> Lack of paved/ proper pathways in and around the school, especially in a busy road like Alex Avenue. Footpath construction works happening around Farmland drive creating barriers to walking. 	The STC forwarded these comments for BCC to address. Feedback from BCC has indicated that footpath construction works will be ongoing to provide walking infrastructure in this new suburb, though it is BCC's policy to provide a footpath on one side of the road as a minimum.

Recommendations for the School Travel Plan

By considering the results of the mode share targets in the School Travel Plan for all modes by the end of Term 1, 2021, site observations, the updated depersonalised school student locations and feedback received from the ongoing feedback framework, recommendations are provided in Table 8 to update the School Travel Plan. These recommendations, if adopted, could be implemented for the remainder school terms in 2021.

Table 8: Proposed recommendations

Number	Recommendation	Responsible party	Explanation
1	<p>Continue with the School Travel Plan implementation, in particular the following communications plan and sustainable travel plan activities:</p> <ul style="list-style-type: none"> Continual posting of sustainable travel tips and road safety messages via the school's Facebook page Support the school with the upcoming Walk Safely to School Day (14 May 2021) and any other similar events in 2021 Continued fortnightly/ monthly meetings with the stakeholders to raise awareness of any transport issues and to address them as quickly as possible Evaluation of travel mode shares for each term to track progress against the School Travel Plan's targets throughout 2021 	The appointed STC for the rest of 2021	Adopting this recommendation would result in the continued provision of support to the school and school principal to maintain the sustainable travel mode shares achieved in Term 1, which has the potential to grow higher toward the 2025 targets if greater engagement can be achieved through events like Walk Safely to School Day.
2	<p>Following on from recommendation 1, increase communications activity around the benefits and expected behaviours for kiss and drop area use, building on the messages on this topic already sent during Term 1.</p>	The appointed STC for the rest of 2021	This would help reinforce the expected behaviours for kiss and drop area use, although it is acknowledged there is little incentive to use the kiss and drop area in the afternoon while there is typically ample parking capacity available in the joint use car park. However, continued reinforcement of expected behaviours will assist with parent understanding should parking demand increase due to the sportsground opening and/or roll increases.
3	<p>With respect to afternoon use of the kiss and drop area, continual provision of traffic control support to encourage regular and smooth turnover of cars in the kiss and drop area.</p>	Department of Education	The traffic controllers (similar to those engaged in Term 1) would assist with patrolling and encouraging these behaviours, ensuring parents do not dwell beyond the legal time limits in the kiss and drop area. This is especially useful when parking

Number	Recommendation	Responsible party	Explanation
			demand increases in the joint use car park to the extent that not all parents could park in this car park. The traffic controllers would also be able to assist with their other responsibilities such as general traffic marshalling.

ATTACHMENT 4

School Travel Plan Term 4 2021 Evaluation

(to be included in a future revision of this report)