

Alex Avenue Public Primary School

Farmland Drive, Schofields, NSW, 2762
Green Travel Plan

Artist impression of the new primary school for Alex Avenue



Prepared by: GTA Consultants (NSW) Pty Ltd for School Infrastructure c/o TSA
on 08/04/2020
Reference: N185450
Issue #: B-Dr

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1. INTRODUCTION

1.1. Overview

This Green Travel Plan (GTP) has been prepared by GTA Consultants (GTA) on behalf of School Infrastructure NSW. It accompanies an Environmental Impact Statement (EIS) in support of a State Significant Development Application (SSD 9368) for the development of a new primary school, the Alex Avenue Public School, in Schofields.

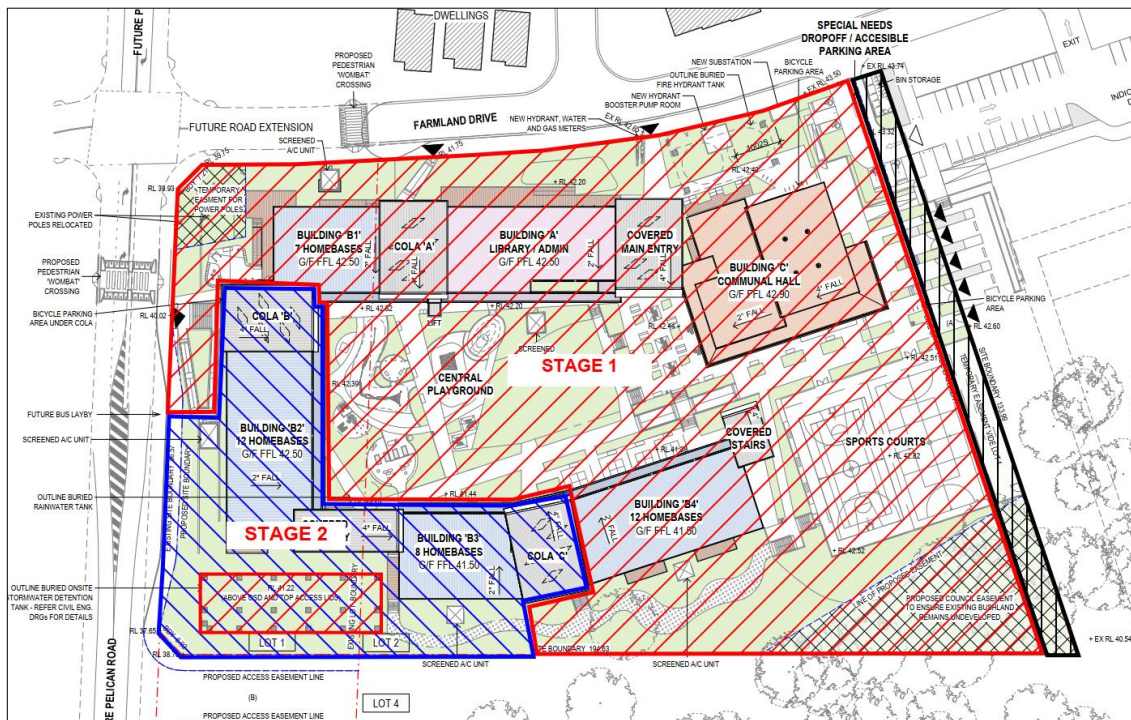
Alex Avenue Public School will cater for students from Kindergarten to Year 6 and will have a student capacity of 1,000 students and 70 full-time staff upon completion. The school is expected to serve 600 students and 22 staff on the day 1 of operation which indicatively is January 2021.

The proposal seeks consent for:

- construction of a 2-storey library, administration and staff building (Block A)
- construction of four 2-storey classroom buildings (Block B)
- construction of a single storey assembly hall (Block C) and integrated overed outdoor learning area (COLA)
- associated site landscaping and open space
- pedestrian access points along Farmland Drive and the future Pelican Road
- substation on the north-east corner of the site
- school signage on the front entrance.

Refer to Figure 1.1 for site plan with staging. Refer to Figure 1.2 for 3D site plan for Stage 1.

Figure 1.1: Proposed Site Plan



Source: Drawing AA-AR-1100 - Stages, revision 5, received from Richard Crookes, dated 08.04.2020

Figure 1.2: Proposed Stage 1 3D Site Plan



Source: Drawing AA-AR-1203, Issue 2, by Group GSA Architects, dated 26.03.2020

1.2. Purpose of this report

This Green Travel Plan is required by the Secretary's Environmental Assessment Requirements (SEARs) for SSD 18_9368, as a part of the Traffic Impact Assessment (TIA). For a full list of the SEARs, refer to the TIA in that form part of the Response to Submissions (RtS).

The Green Travel Plan is a way in which the proposed schools are able to manage the transport needs of staff, students and parents. The aim of the plan is to reduce the environmental impact of travel to/ from and in association with the schools' operation. In essence, the plan encourages more efficient use of motor vehicles as well as alternatives to the single occupant motor car.

The plan comprises a list of strategies aimed at encouraging walking, cycling, public transport and car-pooling for travel to and from the schools and a shift away from the reliance on single occupant vehicle travel.

It should be mentioned, as the site is currently unoccupied, this plan is primary directed towards residents in Alex Avenue precinct and Schofields as reference material for travel plans aimed at future local students.

The remainder of this report is structured as follows:

- **Section 2** provides an overview of the objectives of the Green Travel Plan.
- **Section 3** presents the existing travel patterns of the surrounding area and proposed car parking provision for the development.
- **Section 4** provides an overview of the mode share targets for the development.
- **Section 5** provides a list of both staff and student targeted actions to reach the mode share targets.
- **Section 6** provides methods of monitoring and reviewing progress with reach the mode share targets.

2. OBJECTIVES

2.1. Overview

Transport is a necessary part of our daily activities, which has effects that can be managed. A Green Travel Plan provides an opportunity for reducing emissions and reducing traffic congestion. As well as enabling improved environmental outcomes, providing a range of travel choices with a focus on walking, cycling and public transport will have major public health benefits and will ensure healthy and prosperous communities.

2.2. What is a Green Travel Plan?

A Green Travel Plan is a package of measures aimed at promoting and encouraging sustainable travel and reducing reliance on the private car. The purpose of a Green Travel Plan is not to be 'anti-car', but to make apparent, encourage and support broader community expectations for carrying out their daily business in a more sustainable way. Travel Plans can provide both:

- measures which encourage reduced car use (disincentives or 'sticks')
- measures which encourage or support sustainable travel (also known as active transport), reduce the need to travel or make travelling more efficient (incentives or 'carrots').

Active transport relates to physical activity undertaken as a means of transport. It includes travel by foot, bicycle and other non-motorised vehicles. Use of public transport is also included in the definition as it often involves walking or cycling as an access or egress mode and promotes relatively sustainable options.

3. BACKGROUND

3.1. School Location and Existing Conditions

3.1.1. School Location

Alex Avenue Public School is positioned at the corner of Farmland Drive and future realignment of Pelican Road with Schofields Road. Access to the school is available from both Farmland Drive and the future Pelican Road. Figure 3.1 shows the location of site and surrounding environments.

Figure 3.1: Site location and surrounding environment



Source: Nearmap, 2020

Schofields is one of the fast developing suburbs in the Blacktown Local Government Area, located approximately 45 kilometres from the Sydney CBD in the north-west of Greater Sydney.

The school is part of the *Alex Avenue and Riverstone Precinct Plan 2010* as developed by the state government over the next decade. The Alex Avenue precinct in particular has gone through significant development over the past 5 years, with much of the area located to the north, east and south-east of the school largely developed and occupied. The areas to the west of the site will be progressively developed as infrastructure works (services and roads) occur.

Based on the 2010 Precinct Plan, the proposed land uses around the site are mostly:

- Medium to High Density Residential to the west of the school
- Medium Density Residential to the north and south of the school

- a sporting field on the immediate east side of the school, with a shared boundary
- Low Density Residential to the east of the school
- a creek with associated riparian corridor and drainage land along the south boundary of the school
- Mixed Use and Retail/ Commercial developments to the south-west of the school, next to the Schofields Train Station approximately 1km walking distance away, around which the commercial town centre of Schofields is expected to form.¹

3.1.2. Proposed Development

The Alex Avenue Public School includes a hall, library, administration office and some two-storey buildings totalling 40 Home Bases. The approximate school capacity would be 1,000 students.

The proposal seeks consent for a staged development of the school, being:

Stage 1

- Construction of a 2-storey library, administration and staff building (Block A).
- Construction of Block B1 and Block B2 2-storey classroom buildings (Block B).
- Construction of a single storey assembly hall (Block C) and integrated overed outdoor learning area (COLA).
- Associated site landscaping and open space.
- Pedestrian access points along Farmland Drive.
- Substation on the north-east corner of the site.
- School signage on the front entrance.

At the completion of Stage 1, the school will have a maximum capacity of 600 students and 22 full-time staff.

Stage 2

- Construction of four 2-storey classroom buildings Block B3 and B4. Special needs homebase(s) will form part of the Stage 2 classroom buildings.
- Pedestrian access points along the future Pelican Road.

At the completion of Stage 2, the school will reach a maximum capacity of 1000 students and 70 full-time staff.

Three separate pedestrian access points to the school are proposed, including two on Farmland Drive and one on Pelican Road. The east gate on Farmland Drive is expected to be the main entrance of the school. An additional site access is provided via the shared plaza, easily accessible for students disembarking and getting picked up from cars at the main drop-off/pick-up zone.²

As Figure 3.2 shows, a shared car park for school staff is proposed to be provided in a location off Farmland Drive on the north side of the adjacent playing field site.. It is understood that Department of Education (DoE) and Blacktown City Council have entered into joint use agreement associated with the car parking area located to the north of Reserve 885. Reserve 885 caters for parking requirements associated with the school as per the Transport Impact Assessment Report.

A total of 100 parking spaces in the car park will be provided as part of the joint use agreement..

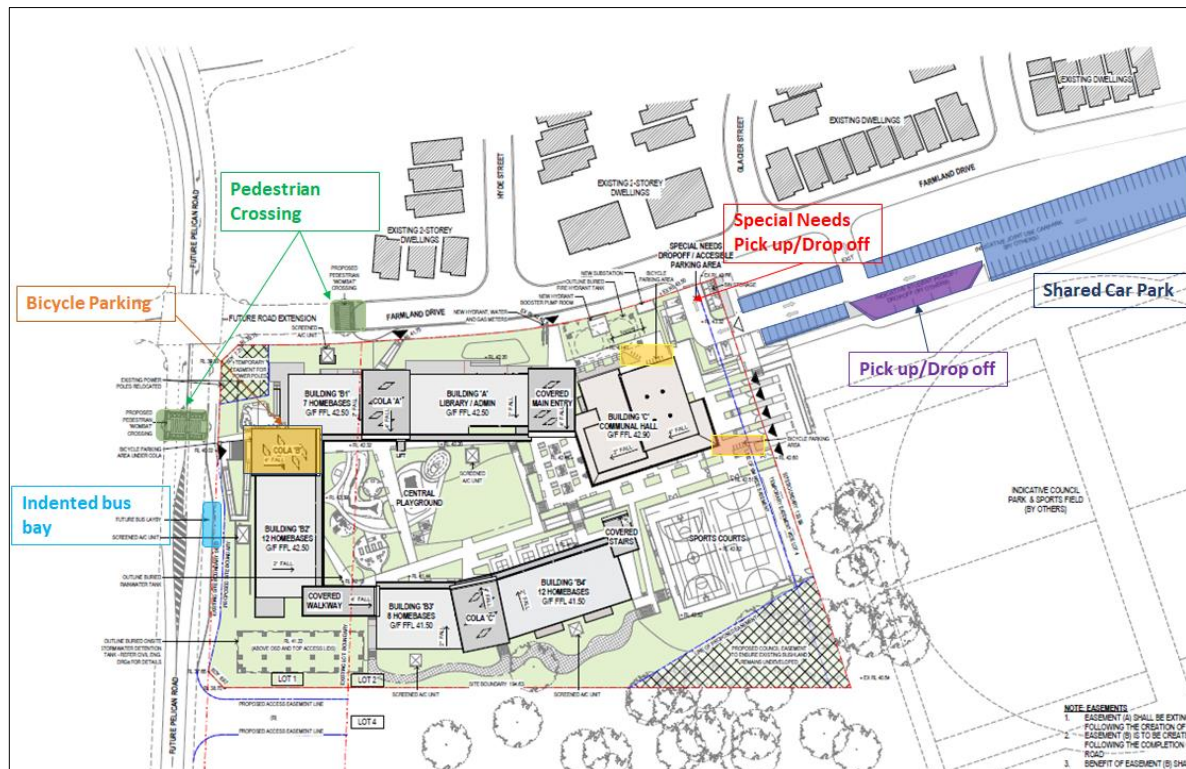
¹ From "Alex Avenue Public School-Green Travel Plan" prepared by Bitzios Consulting, May 2019

² From "Alex Avenue Public School-Green Travel Plan" prepared by Bitzios Consulting, May 2019

On the south side of the proposed shared car park, a drop-off /pick – up zone is anticipated. It will be about 50 metres long and allow for eight vehicles. An additional drop-off/ pick-up zone for Person with Disability (PWD) for two vehicles is proposed within the north-eastern corner of the school site, next to the main entry of the school. A bus zone is planned for school bus services on the western side of the site along Pelican Road.

Refer to the Traffic Impact Assessment Report prepared by GTA for further details.

Figure 3.2: Proposed development layout featuring travel mode access points.



Source: Drawing AA-AR-1100, revision 5, by GSA Architects, dated 21.02.2020

3.2. Existing Transport Infrastructure

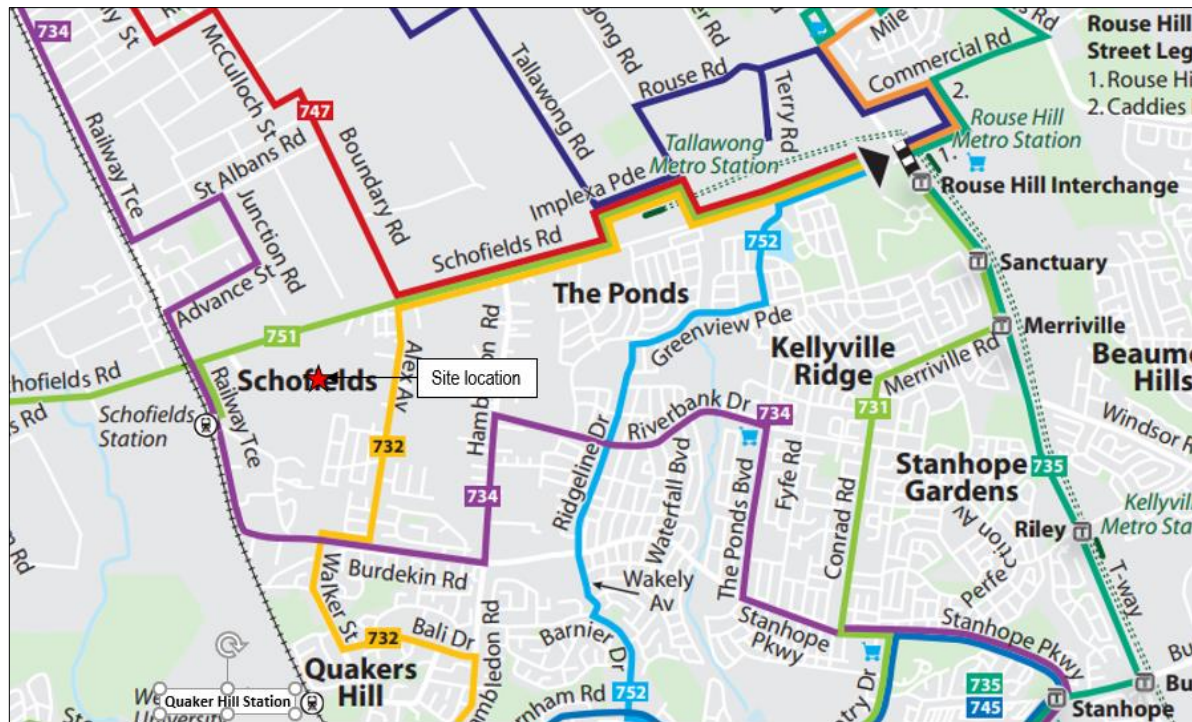
3.2.1. Train Service

Schofields Railway Station is located approximately 1km west of the site and will be accessible for pedestrians in the future via Pelican Road (once constructed) and Jerralong Drive. Until that link is completed, walking to Schofields Station would require a detour of approximately 400m via Schofields Road.

The T1 and T5 lines are servicing Schofields Station; 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 provides additional services during peak hours.

The bus route network and train stations close to the site are in Figure 3.3.

Figure 3.3: Public transport map



Base image source: Busways <https://www.busways.com.au>, accessed 12 August 2020

3.2.2. Bus Services

There are currently few bus routes and stops in close proximity the site, as the area is under development. The closest bus stop to the site is located approximately 200m north of the school on Schofields Road, providing regular bus services to Tallawong Metro station, Rouse Hill and Blacktown. The bus routes destinations and frequency are summarised in Table 3.1.

None of the bus routes are currently servicing the Alex Avenue school directly. In the future, there might be a possibility to reroute Route 732 via Farmland Drive, Pelican Road and Schofields Road to provide a better connection to the school. Discussions about the provisions of a direct bus service are to be had with Transport for NSW and should be informed by future enrolment data.

Table 3.1: Bus Routes and frequency

Route No.	Destination	Frequency
751	Rouse Hill Town Centre to Blacktown	Every 15min (Peak) Every 30 min (Off-Peak)
732	Blacktown to Rouse Hill via The Ponds	Every 30 mins
747	Marsden Park to Rouse Hill via Riverstone	Every 60 mins (Off-Peak)

3.2.3. School Bus Services

An indented bus bay is proposed next to the school along the future Pelican Road. Details of a school bus service will be developed in consultation with Transport for NSW and its bus operator.

The school bus service would seek to provide students travelling to school with a safe, convenient option. It will operate during peak periods before and after school to meet the needs of school and students.

School Student Transport Scheme

The School Student Transport Scheme (SSTS) provides eligible school students with free or subsidised travel from home to school. The scheme includes:

- Free travel to and from home and school on approved train, bus, during school term.
- Discounted travel on buses between home and school with a school term bus pass.

Students with a disability who are unable to travel to and from school under the SSTS may be eligible for assistance under the DoE Assisted School Travel Program.

3.2.4. Pedestrian Amenity

The road network around the new proposed school is still under substantial development, so the footpath network provided in the area is also limited at the moment. Depersonalized enrolment data was provided to gain a better understanding of initial home locations of students. Figure 3.4 shows the distribution of students in the different catchments (400m/800m/1,200m). Over 75% of currently enrolled students live within 1,200m of the school which can be considered walking distance. However, with the further development of the Alex Avenue precinct it is expected that this group will increase and walking becomes the most important mode for trips to school.

The current enrolment data shows two main areas that require pedestrian links to the school: the area to the south east of the school (around Alex Avenue) and the area west of Schofields Station. Considering the last 100m as the most critical element of the school way, the following pedestrian facilities are will be delivered for Day 1 of school operation:

- A footpath along the south side of Farmland Drive, between Antonia Parade and Pelican Road.
- A footpath along the east side of Pelican Road along the frontage of the school site, extending to Lot 1 should the contingent bus turnaround area be required.
- A raised pedestrian crossing (wombat crossing) facility across Farmland Drive, and Pelican Road outside the school.
- A footpath from Schofields Road to the school (along the proposed Pelican Road, on the eastern side of the road as part of Toplace works).

Upon review of the site and its surrounds, considering much of the school's catchment are located to the east of the school, and the area is substantially developed, it is expected that construction of footpaths within the broader catchment area are expected, with the timing of completion of footpaths unknown.

Further investigations over the timing of footpath works along Farmland Drive and the subdivision are being undertaken at the time of preparation of this assessment. It is anticipated that whilst a complete constructed and sealed footpath network may not be available on Term 1, Day 1, there is sufficient verge that offers a relatively safe environment to enable walking as a mode of transport to/ from the school, on the basis that:

- Roadways within the immediate vicinity of the school have been designed generally in accordance with the objectives of Section 3.4.1 of the Blacktown City Council's Growth Centre Precincts Development Control Plan (July 2018), where the design of the street layout embeds pedestrian connectivity and safety considerations.
- Along Farmland Drive, it is understood that a verge width of 3m has been provided along the residential frontages, with completed footpath being 1.5 metres wide.
- Local roads within the vicinity of the site have a verge provided on each side of the road.
- 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. We note that this is not optimal to promote active modes of travel, like walking and

cycling to school. Given the low density, low speed nature of the road network, it is considered that the main difference to pedestrian safety between having a constructed and sealed footpath in comparison to walking on a grass verge is an increased risk to trip, slip and fall walking on grass verge and does not present any increased severity in crash risk to pedestrian movement. It is less attractive to local residents to walk or ride and that car usage may be a more attractive option to residents when making travel decisions.

Figure 3.4: Walking catchments

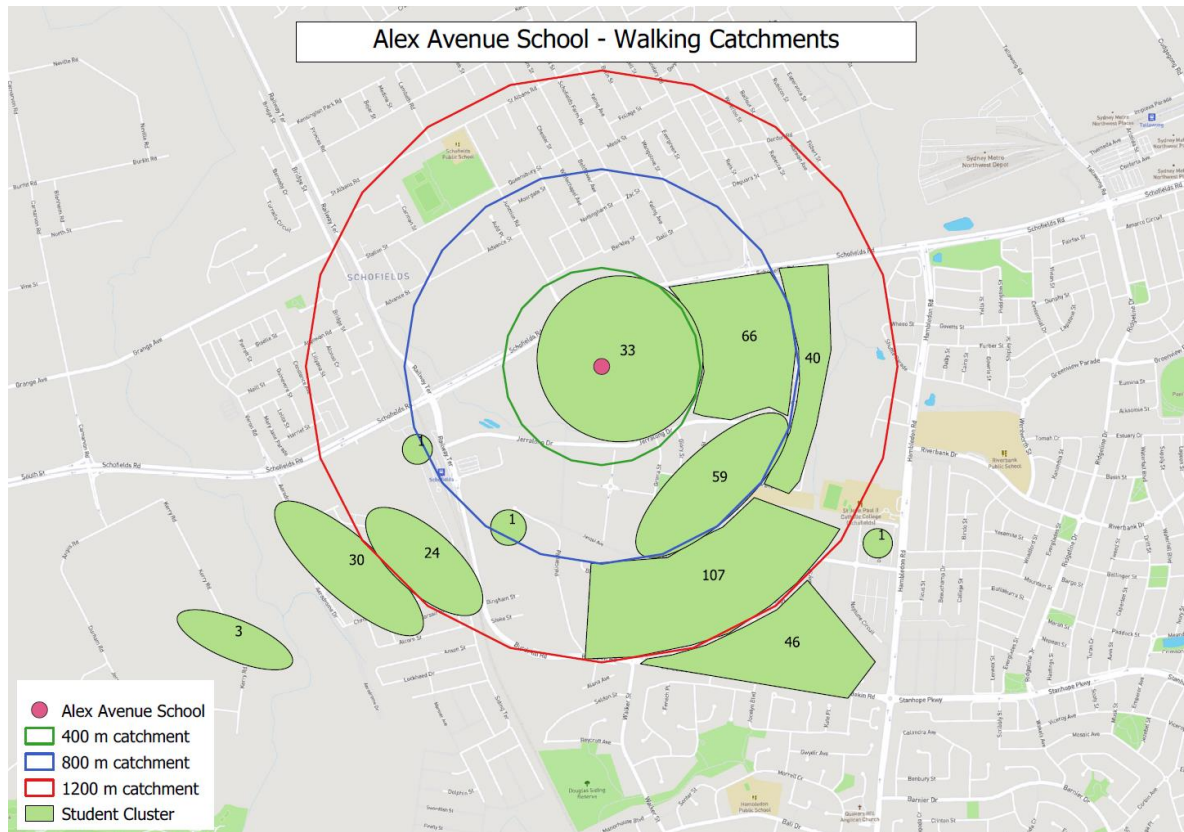
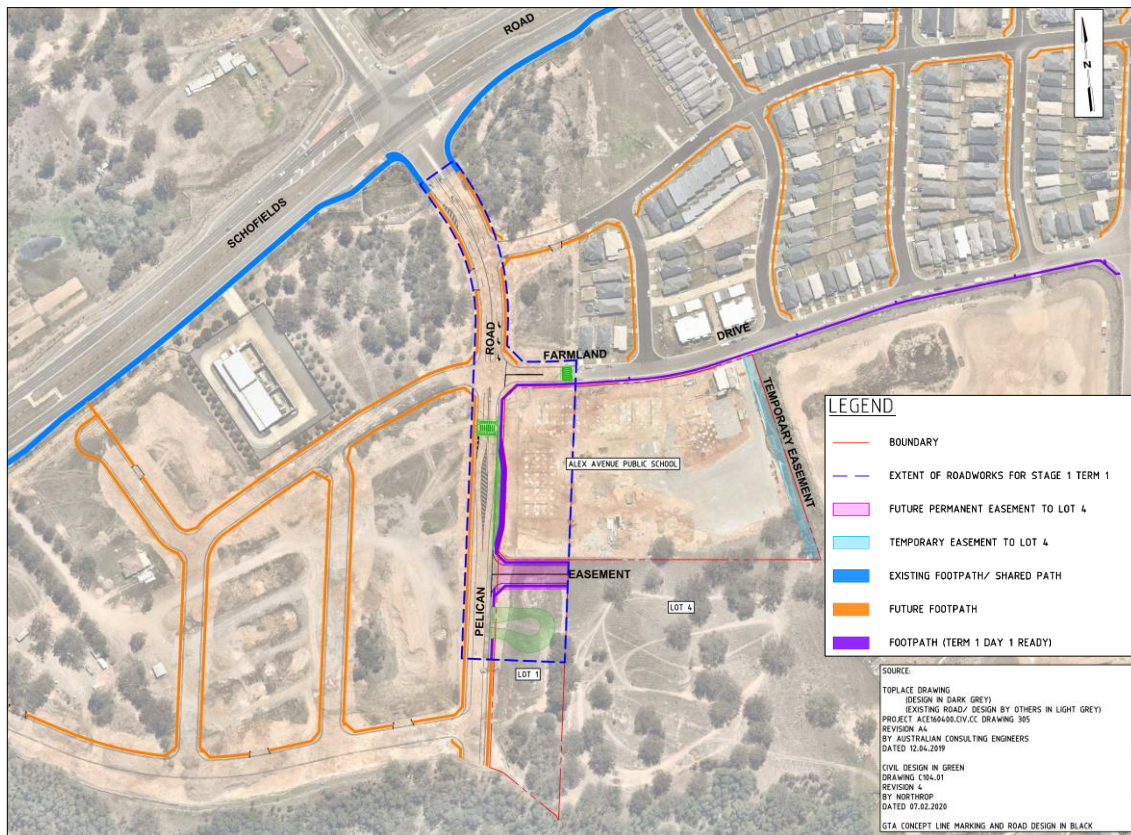


Figure 3.5: Pedestrian access to the site



Base Map: NearMaps

Figure 3.5 shows the proposed footpath network in the direct vicinity of the school. Footpaths shown in purple are expected to be available at school opening.

Pelican Road, to be constructed west of the school site, will become a significant north - south link. It will also provide a more direct access to the school when approaching from the west (e.g. Schofields Train Station) via Jerralong Drive in future years as development progresses to the west of the school.

Jerralong Drive, which will intersect in the future with Pelican Road, already features a footpath along the north side of the street.

As shown Figure 3.2, two pedestrian wombat crossing are proposed for safe access to Alex Avenue Public School; one crossing Farmland Drive and the other across the future Pelican Road. These will provide safe walking access to the school at full operation of school, however, at this point it is not clear what footpath arrangements on the north side of Farmland Drive and along Pelican Road will be. To fully utilise the benefits of a wombat crossing, footpaths need to be provided on both sides of the road.

3.2.5. Walking School Bus (WSB) Program

A Walking School Bus is an initiative to have a group of school children who walk to and from school along a set route, accompanied by supervising adults. One adult 'drives' at the front of the 'bus' while the other adult

supervises at the rear of the 'bus'. The walking school bus picks up passengers (children) along the way at designated bus stops on the way to and from school.⁴

During the course of the program, supervisors are expected to model, teach and encourage safe walking habits, including crossing the road at safe locations, stopping at kerbs and doing safety observation checks (look right-left-right).

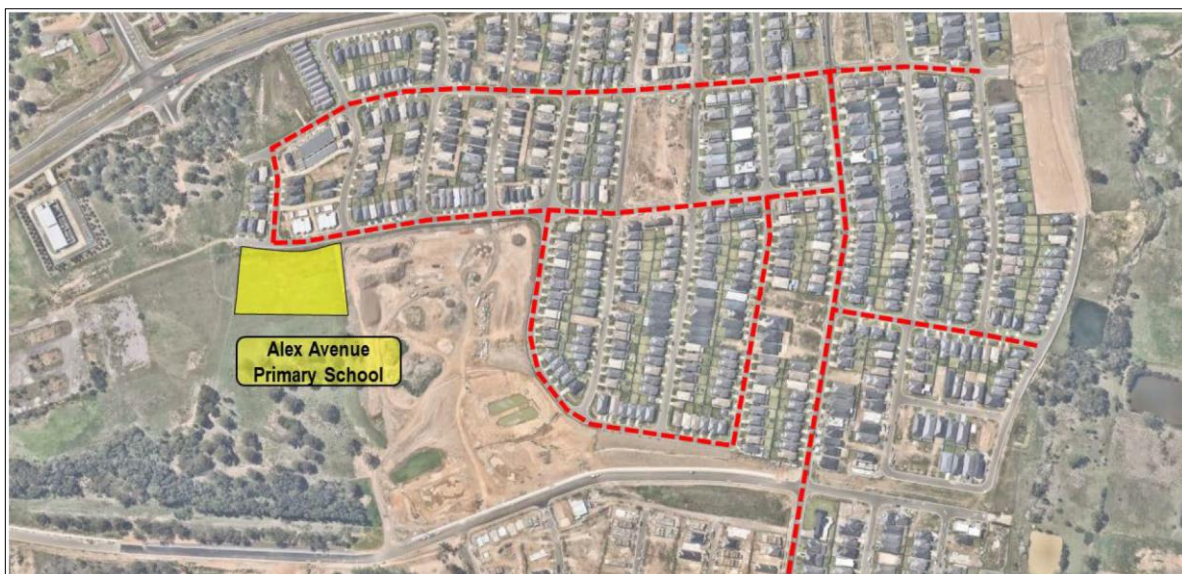
A WSB program can have a number of beneficial effects for school, children and the larger community as a whole. It can inspire healthier modes of transportation, reduce congestion and traffic load, build social relationships and a sense of community, and establish physically active travel patterns from a young age.⁵

The 'alignment' of bus routes for the program can be decided prior to operation of the school, after collecting expressions of interest of the students and their parents.

Initially the walking school bus program is recommended to run within the Alex Avenue District, not to move further north than Schofield Road. The main streets in the area which are suitable for WSB routes include (but are not limited to) those shown in Figure 3.6. Some of these streets might not have footpaths on both sides of the road. Along roads with only one footpath, the WSB would always use the road side with the footpath. WSB 'stops' would be located where good sightlines exist for safe crossing of the road. The WSB program would mandate that all children crossing the road are accompanied by an adult.

The WSB program could be developed in cooperation with the school principal and the P&C committee in early 2021.

Figure 3.6: Roads with potential to be used for WSB routes



Source: "Alex Avenue Public School-Green Travel Plan" prepared by Bitzios Consulting, May 2019

3.2.6. Cycling Facilities

Cycling as a mode of active transportation has great potential, especially for primary school students. In NSW, as of 23rd July 2018, children under the age of 16 are allowed to cycle on the footpath, which keeps them safer and

⁴ <https://education.nsw.gov.au/teaching-and-learning/curriculum/learning-across-the-curriculum/road-safety-education/safe-travel/walking>

⁵ "Alex Avenue Public School-Green Travel Plan" prepared by Bitzios Consulting, May 2019

more protected from road traffic. This removes a lot of pressure on young children and early teens, who may not have the cognitive ability to be comfortable riding on the road.

Furthermore, adults supervising children riding on the footpath may also accompany them on the footpath, encouraging both parents and children to take up cycling to get to their destination.

An off-road shared path along the southern footpath of Schofields Road is currently the main cycling link near the proposed site. However, the Blacktown City Council 2016 Bike Plan proposes future cycling routes within the Alex Avenue Precinct. Figure 3.7 shows the proposed routes near the planned school. The proposed cycle routes run adjacent to the school along Pelican Road and Farmland Drive. These cycle routes connect to the existing cycleways south-east of the school and will further develop the Blacktown cycle network by linking the cycling elements throughout the precinct.

These routes have been marked as 'developer funded' and it is recommended for the developer to implement the links when constructing Pelican Road.

Considering that the proposed school is a primary school where students are typically between the age of 5 and 12, the lack of constructed and connected bicycle facility at Term 1, Day 1 means that cycling as a mode of transport for students will not be attractive, or appropriate, until infrastructure works within the immediate vicinity and catchment area of the school are completed. This will be identified in the School Transport Plan, which will be developed in consultation with the School Principal, and relevant stakeholders.

Figure 3.7: Proposed bicycle routes within Alex Avenue Precinct



Source: 2016 Bike Plan, Blacktown City Council

Bicycle parking

As Figure 3.2 shows, bicycle parking is proposed for the school, with a total of 56 covered spaces close to the secondary pedestrian entrance. Additional bicycle racks will be provided located close to the main entrance and north side of the building C. There is also the opportunity to expand the bicycle parking in the future, should this be required once the school is operating at full capacity.

End-of-trip accessible shower facilities are supplied for staff members to change and refresh on site after cycling to work.

3.2.7. Carpooling

Carpooling (also car-sharing, ride-sharing and lift-sharing) is the sharing of car journeys so that more than one person travels in a car, and prevents the need for others to have to drive to a location themselves. Having more than one person in a car reduces fuel costs, tolls, traffic congestion, vehicle emissions and is a more sustainable way to travel.⁷

Carpooling can be established by the school administration for staff members to share rides to and from school, either to staff residences or major transport hubs in the region (Schofields, Quakers Hill and Rouse Hill Stations). It can help with reducing the number of individual cars travelling to and parking at the school, a carpool program could also guarantee availability of staff parking spaces.

Carpooling is also an option for residents. Carpool organisations allow members to register and connect with people making a similar trip. For example, Sydney Carpool has over 2,500 registered members and can be found at <http://www.sydneycarpool.org>.

3.3. Existing Mode Share in the Surrounding Area

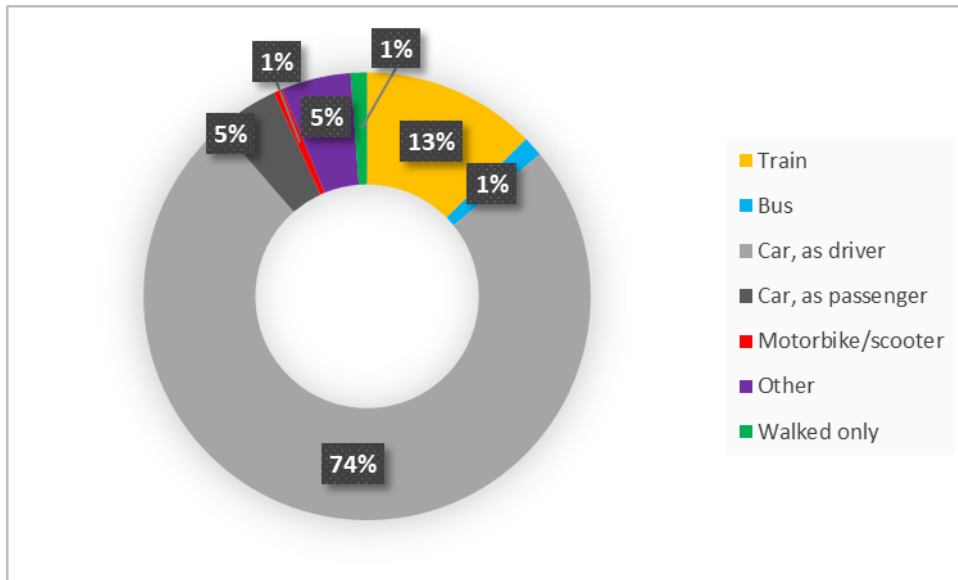
3.3.1. Journey to Work Mode Share

At the moment, Schofields is dominated by residential and rural land uses. Current transport patterns in the area can be extracted from the Journey to Work data which is based on 2016 Australian Bureau of Statistics (ABS) Census data. Journey to Work (JTW) data provides the most robust description of existing travel patterns to and from the local area.

As Figure 3.8 shows, about 80% of residents within Schofields use a private vehicle to travel to work as either driver or passenger. Almost 14% of residents travelled by train or bus, and only 1% walked as their primary mode of transport. The census extracted from ABS 2016 shows almost no use of bicycle as a method of travel to work which is expected due to lack of bicycle facilities within the suburb.

⁷ <https://www.mq.edu.au/about/contacts-and-maps/getting-to-macquarie/car/car-pooling>

Figure 3.8: Schofields Mode share



Source: Abs 2016

3.3.2. Origin Destinations Analysis

Origin - destination analysis for the Blacktown LGA shows that 31% of the local working population travelling within the LGA (contained trips), followed by 12% of trips going to Parramatta, 10% travelling to Sydney and 8% to The Hills Shire. Other LGAs residents travelled to include Cumberland (6%), Penrith (6%) and Ryde (3%).

3.4. Parking Provision

As Figure 3.2 shows, car parking for staff is provided by a car park shared with the adjacent playing fields site. A total of 100 spaces are available, with a preliminary specified allocation of 80 spaces for staff parking during school hours. This can cover the parking requirements for all the staff of Alex Avenue Public School complying with the parking rate requirements of Blacktown City Council for schools in the LGA.

In addition, a drop-off and pick-up zone is proposed east of the school. To encourage use of this zone and discourage parking around the school, the introduction and enforcement of parking restrictions is recommended.

4. TARGETS

4.1. Overview

Based on the transport network described in Section 3.2, this section identifies the potential travel patterns to and from the new school. It builds on the walking and public transport networks will be available around the site, as well as the limited on-site car parking provision, identifying transport modes which may be best suited to meet the travel demand for the site. This guides the actions specified in Section 5 of this Green Travel Plan, to respond to available transport infrastructure and current travel patterns in the local area.

4.2. Analysis

Scenario 1: Business as usual

If no further green travel actions are taken, it is likely that staff and students will adopt the travel patterns they currently exercise travelling to and from their current work location. If the rates are applied outright to the forecast staff and student number of the new school, the potential future travel demand for different modes of travel can be estimated.

Scenario 2: Wayfinding and staff/ student travel information

By targeting staff and student travel behaviour with quality information about transport options, the new school can achieve more walking, cycling and public transport use. Providing wayfinding and public transport information to new staff and students is an opportunity to demonstrate good transport practice.

Scenario 3: Proactive Initiatives ('reach' target)

The new school could proactively pursue initiatives to accommodate pedestrians, cyclists and public transport users.

The average statistics for Primary Schools within the Sydney Metropolitan are replicated in Table 4.1.

Table 4.1: Target mode shares for the school

School Type	Period	Car	Bus	Walk
Sydney Metropolitan Area	AM	50%	2%	48%
	PM	40%	2%	58%

Source: Trip Generation Surveys, Schools Analysis Report (2014, GTA Consultants)

Based on the available JTW data is shown in Figure 3.8 and Table 4.1 along with consideration of staff and student home locations, the frequency of public transport modes available in the vicinity of the new school, and available active transport infrastructure and amenities, it is recommended that the following targets will be adopted for the site:

Table 4.2: Target mode shares for the school

Mode	Students	Staff
Private vehicle	65%	60%
Public transport	10%	35%
Walking or cycling	25%	5%

4.3. Target Modes

For the schools to reduce car parking demand and site generated traffic, the most achievable target modes should be addressed first. These will be transport aspects that the Department of Education has the most influence to change.

1. Increase walking, running and cycling to and from school for staff and students:
 - Promote local bicycle facilities to staff and students to encourage and facilitate an increase in cycling.
2. Increase public transport use:
 - The site will be accessible within walking distance of Schofields Railway Station.
 - Identify initiatives to support the use of public transport by staff.
 - Walking to Schofields Road for bus connection to Sydney Metro.
3. Increase car-pooling:
 - Combined with other nearby activity and employment generators such as the playground filed to set up a car-pooling system for staff.
4. Increase information available to staff and visitors:
 - An active system that encourages and facilitates walking, cycling and public transport travel would be beneficial. Sharing available information is a viable option to encourage.

Based on these targets, Section 5 identifies actions which would be considered to achieve travel behaviour changes through this plan. These targets are measurable, through a staff and student travel surveys. Using these metrics, the new schools can track performance against the green travel plan objectives; to recognise what programs are working and link program funding to results.

5. ACTIONS

5.1. Action Plan

The following Action Plan has been developed in cooperation with the Alex Avenue school principal. It includes a range of initiatives and actions, some to be completed and implemented prior to the opening of the school, that will help to achieve the mode share targets and reduce the overall car travel associated with the school.

The actions need to be reviewed on a regular basis, at least annually, to measure success of individual actions and amend actions as necessary. It is recommended that the school will own the Action Plan and appoint a School Travel Plan Coordinator who is responsible for reviews and updates.

Table 5.1: Action Plan

Strategy	Action	Target Audience	Timeframe	Responsibility
Reduce Car Travel				
Car pooling	Establish a car pooling scheme that enables staff and parents to increase the number of passengers per car to reduce number of cars used.	Staff and students	After opening	School
Parking restrictions	Introduction and enforcement of parking restrictions around the school.	Staff and students	Prior to opening	Council (at school request)
Promote Walking and Cycling				
End of trip facilities	Provide bicycle parking, showers, lockers and change rooms for staff Provide bicycle racks for students	Staff and students	Prior to opening	School/ Developer
Cycling infrastructure leading to school	Separated cycleways where possible, safe crossing facilities, kerb ramps	Staff and students	Prior to opening	Council (at school request)
Ride-To-School day	School participates in Ride-To-School day	Staff and students	After opening	School
Walking School Bus (WSB) scheme	Develop a WSB scheme with carers to establish safe walking routes to school.	Students	After opening	School
Walk Safely To School day	Promote and take part in 'Walk Safely to School Day'	Staff and students	After opening	School
Pedestrian infrastructure leading to school	Provision of safe footpaths and safe crossing facilities This should include the construction of Pelican Road.	Staff and students	Prior to opening	Council (at school request)
Better pedestrian amenities	Plant trees around the school	Staff and students	Prior to opening	Council (at school request)
Additional Actions				
Green Travel Plan (GTP)	Provide staff and carers with the Green Travel Plan to encourage sustainable travel choices.	Staff and students	After opening	School
Travel Plan Coordinator (TPC)	Appoint a TPC who will coordinate GTP initiatives and review the outcome and success of the GTP initiatives on an annual basis in order to update the GTP.	Staff and students	Prior to opening and updated annually	School
Transport Access Guide (TAG)	Develop and distribute a TAG that shows safe ways to access the school by all modes.	Staff and students	Prior to opening and updated as necessary	School

6. MONITORING AND REVIEW

6.1. Review Framework

In order for the Green Travel Plan to be effective it must be reviewed on a regular basis. It is important to ensure that the Green Travel Plan is meeting its objectives and having the intended impact on car use and transport choices for the new school 's staff/students. The Plan should be reviewed on a yearly basis with staff travel surveys and in consultation with Council's Planners or Sustainable Transport Officer. The Plan should be updated and changed to reflect changing circumstances and local context/ facilities.

6.2. Travel Survey

To monitor the School Travel Plan, a travel questionnaire should be conducted of all staff and students. An initial survey should be used to provide the baseline for travel planning programs. Subsequent survey results should be reported annually by the schools and used to inform funding allocation for successful programs/ removal of unsuccessful programs. Based on the review, the Green Travel Plan should then be updated as noted previously.

An example format for the staff survey is provided as follows:

Q1: What is your home post code?

Q2: Are you...

- full-time staff
- part-time staff.

Q3: How do you usually travel to work? (Select one)

- Walk/ run
- Bicycle
- Bus
- Train
- Combination bus and train
- Drive a car
- Passenger in a car
- Other (explain)_____.

Q4: What time do you usually arrive and leave work?

Q5: If you drive to work, where do you usually park?

Q6: To facilitate transport programs, may we share your contact details with a colleague that lives near you?

- Yes – I walk
 - If 'yes' please provide your email here: _____.
- Yes – I'm a cyclist
 - If 'yes' please provide your email here: _____.

- Yes – I’m a public transport passenger
 - If ‘yes’ please provide your email here: _____.
- No.

An example format for the student survey is provided as follows:

Q1: What is your home post code?

Q2: How do you usually travel to school? (Select one)

- Walk/ run
- Bicycle
- Bus
- Train
- Combination bus and train
- Drive a car
- Passenger in a car
- Other (explain)_____.

Q3: What time do you usually arrive and leave school?

Q4: If you drive to the school, where do you are dropped-off picked-up?

6.3. Review In-House Programs

The annual staff and student travel survey would assist in the review of the Green Travel Plan. If required, the plan should be updated to track progress towards targeted goals.

Any feedback received from staff and students should be used to update programs as well. Sample feedback could include email responses to programs, monitoring the bicycle/ car parking spaces used, hits on a website, transport complaints and participants at events.

People in any organisation like to be a part of a successful plan. Staff and students should be kept informed of green travel achievements. This could be done by sending out email bulletins, making announcements during meetings and school assemblies or having a dedicated column within an internal newsletter.

6.4. Gaps

After the implementation of the Green Travel Plan, it may be that transport deficiencies are identified. Some examples may include:

- additional bicycle space may be required as demand grows
- additional showers and lockers as more staff walk, run or cycle to work
- additional dedicated bicycle parking may be required at the building entries to ensure security for staff bicycles.

These issues may need to be revisited if identified as an issue during monitoring.

