

# Coach Management Plan

## Australian Museum Additions and Alterations

Prepared for Australian Museum / 9 October 2018

151965 TAAA

## Contents

1.0	Introduction .....	4
2.0	Transport Context .....	5
2.1	Museum Location .....	5
2.2	Drop Off and Pick Up Locations .....	5
3.0	Procedure .....	6
3.1	Prior to Travel .....	6
3.1.1	Staggering Arrival and Departure Times .....	6
3.1.2	Inform of Alternative Transport Methods .....	6
3.1.3	Inform of Coach Management Plan.....	6
3.2	Ingress Route .....	7
3.3	Management Upon Arrival .....	7
3.4	Bus Layover Locations.....	8
3.5	Management Before Departure.....	8
3.6	Egress Route .....	9
3.7	Other Considerations .....	9
3.7.1	Sydney Grammar School.....	9
3.7.2	Extended Bus Stays .....	9
3.7.3	Other Bus Drop Off Locations .....	10
3.7.4	Other Bus Movements .....	10
4.0	Conclusion .....	11

### Revision Register

Rev	Date	Prepared By	Approved By	Remarks
0	22/08/18	GC	PY	Draft
1	09/10/18	GC	PY	For issue

## 1.0 Introduction

This Coach Management Plan has been developed to form part of the Environmental Impact Statement (EIS) for the Australian Museum Additions and Alterations project (SSD 9452) in response to a request by Transport for New South Wales (TfNSW) for the Museum to manage bus movements for pick up and drop off.

The existing movements of buses for pick up and drop off has not been formalised, with bus queues extending into the trafficable roadway of College Street. The intent of this Plan is to provide a guide for bus movements to and from the Museum and its intended users are the Museum staff, bus operators, and organisers of groups travelling to the Museum.

The strategies proposed within this report aim to:

- Reduce queuing of buses during peak demand for drop off and pick up.
- Prevent impacts to traffic flow on external roads and pedestrians on footpaths adjacent to the Museum.
- Formalise bus movements during pick up and drop off of groups to result in more efficient movement of buses and groups into and out of the Museum.
- Improve the conditions around the Museum during drop off and pick up times.

## 2.0 Transport Context

### 2.1 Museum Location

The Australian Museum is located in the Sydney CBD on the corner of William Street and College Street (refer to Figure 2.1). Hyde Park is located to its west, Sydney Grammar School is located to its immediate South, and the Cook and Phillip Park and Pool are located to its north.

No vehicular entry into the site is available for buses to drop off and pick up.

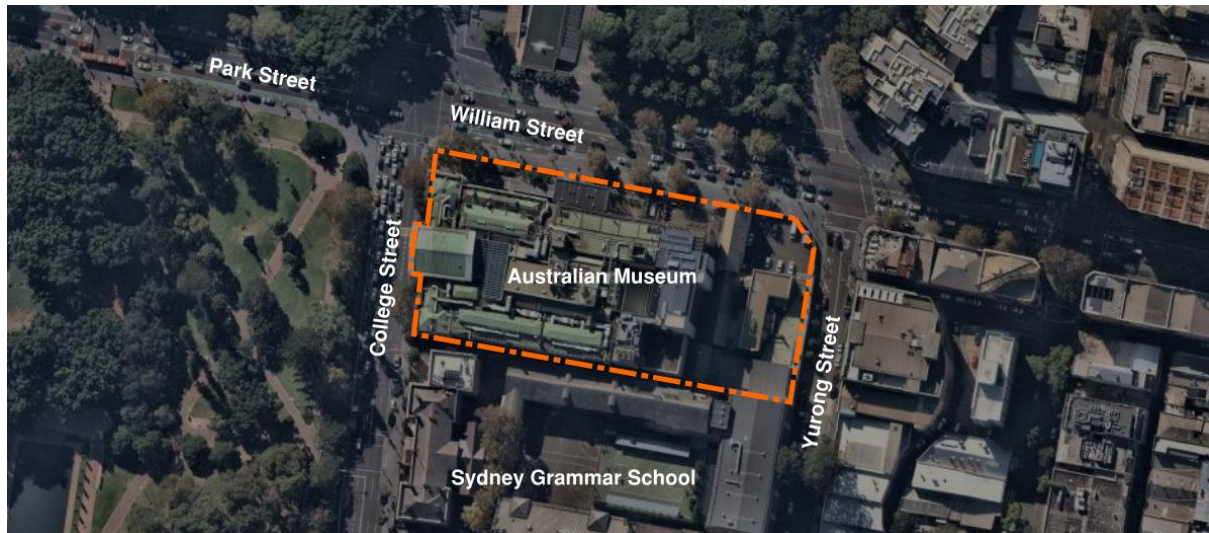


Figure 2.1: Location of the Museum

### 2.2 Drop Off and Pick Up Locations

The Museum has two locations available for drop off and pick up. Following completion of the Australian Museum Additions and Alterations Project, the primary location will be located on William Street adjacent to the group entry. The secondary location for drop off and pick up will be located at College Street adjacent to the Sydney Grammar School.

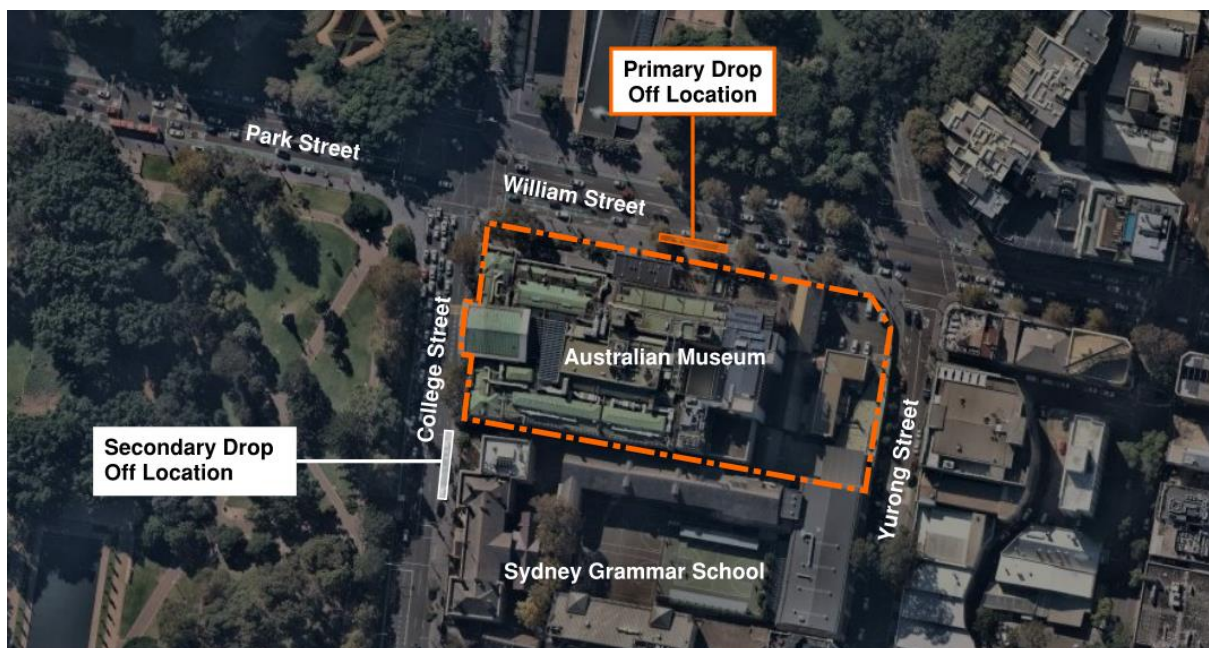


Figure 2.2: Bus Drop Off and Pick Up Locations

## **3.0 Procedure**

### **3.1 Prior to Travel**

#### **3.1.1 Staggering Arrival and Departure Times**

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Effective planning of arrival and departure times can limit the impact of a peak period for drop off and pick up. By staggering ingress and egress times for different groups, there will be reduced queuing of buses and pedestrian congestion on footpaths.

The Museum should organise for groups to arrive at 10 to 15 minute intervals. The staggered arrival times will allow for groups to also depart at 10 to 15 minute intervals. Direct communication with bus drivers is required to ensure groups are ready to be picked up when the driver arrives.

#### **3.1.2 Inform of Alternative Transport Methods**

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To reduce reliance on coach buses, the Museum should provide incoming groups with the Green Travel Plan to encourage alternate transport modes such as train or public bus. This will educate groups on the available transport options to them and the location of these options.

#### **3.1.3 Inform of Coach Management Plan**

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Strategies detailed within this Coach Management Plan including the vehicular routes to be taken, bus drop off/pick up locations, layover locations and other travel considerations should be communicated to group leaders and the bus operators prior to their journey to the Museum.



## 3.2 Ingress Route

To access the bus bay on William Street, buses will be required to approach the Museum from the east. It is recommended that buses take the route shown in Figure 3.1. Should a bus be already parked within the William Street bus bay, buses should continue forward on William Street, turn left onto College Street and access the secondary bus drop off point located adjacent to Sydney Grammar School.

If there is no location to drop off available, buses could continue travelling south from the College Street drop off, turn left onto Stanley Street, left onto Yurong Street and left onto William Street. They could continue to circulate until a space is available (estimated circulating time would be less than 10 minutes).

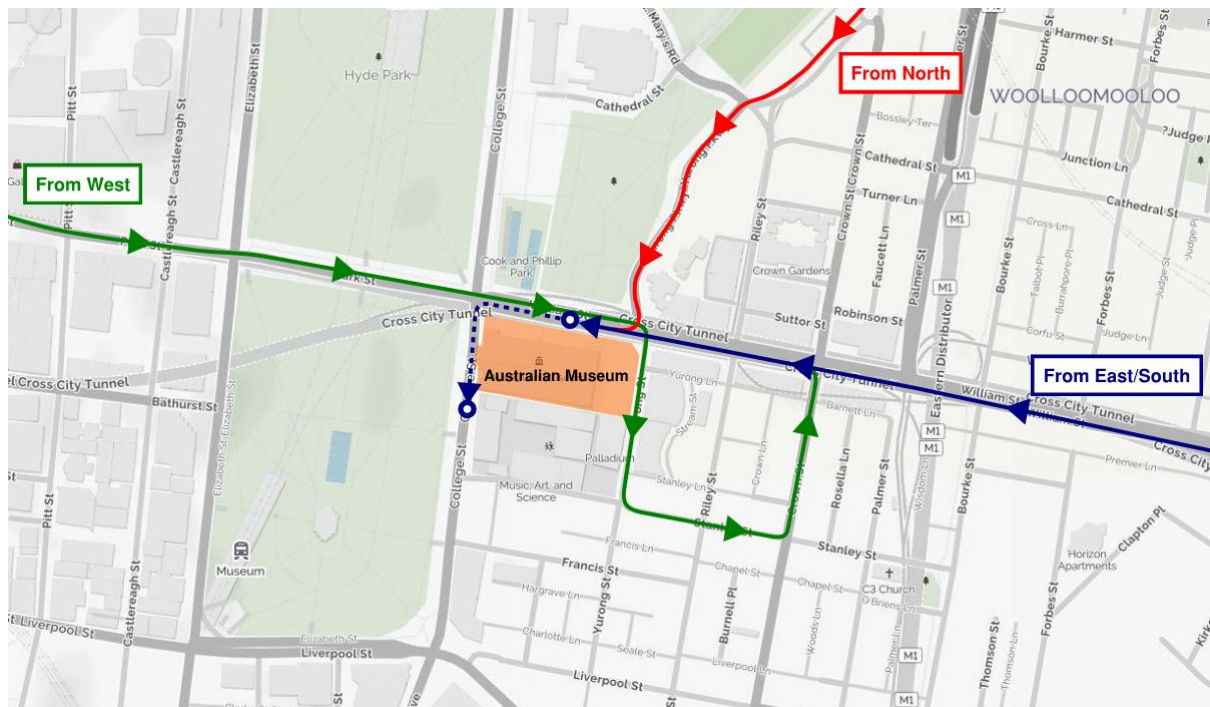


Figure 3.1: Bus Approach Route

## 3.3 Management Upon Arrival

Museum staff will be available at the William Street and College Street drop off locations. At William Street groups will be ushered into the undercroft area where they will queue within the Museum. At College Street groups will queue against the fence located adjacent to Sydney Grammar School to allow for the general public to continue on the footpath. Once everyone in the group has been accounted for, Museum staff will usher the group to the William Street groups entry for further processing (for example ticketing, checking of forms, etc.).

Groups are to be ushered to the William Street undercroft as soon as possible to prevent impacting the available width of public footpaths for pedestrians.

### 3.4 Bus Layover Locations

Once all travellers have disembarked, bus operators are to continue their journey to the bus layover facility provided at Lime Street near King Street Wharf. A recommended route is proposed in Figure 3.2. Buses are not to park illegally in 'No Stopping' or 'No Parking' zones located within the city.

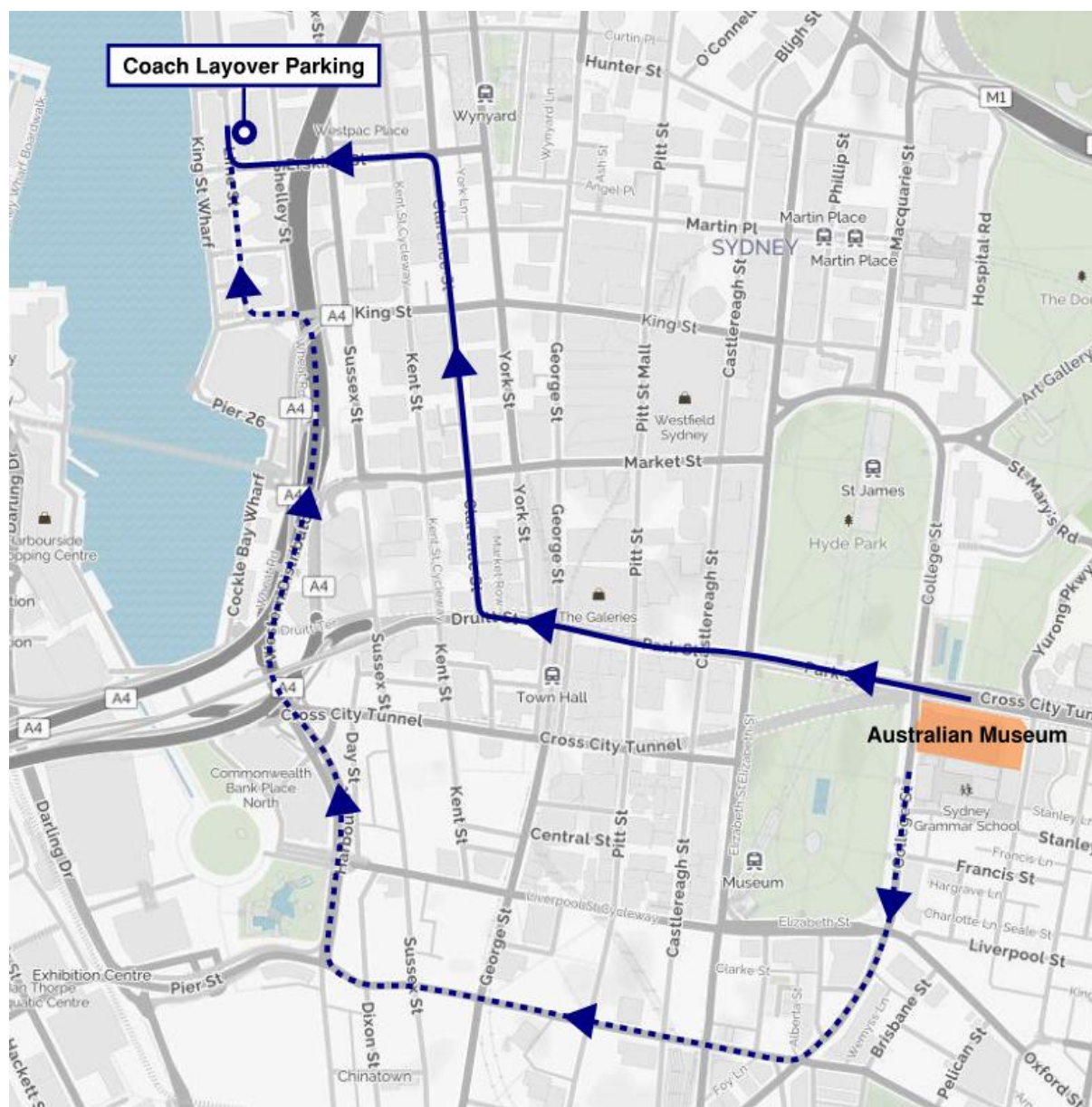


Figure 3.2: Bus Layover Parking Location

### 3.5 Management Before Departure

Communication will be required between the group and the bus operator regarding what time the group will need to be picked up. Variation to the agreed pick up time or location will need to be communicated to the bus operator to avoid bus layover within the bus pick up zone.

Museum staff will be required to prepare groups for bus boarding. Groups are to be organised within the Museum adjacent to the William Street entry to prevent overcrowding of the public footpath.



If groups are collected from College Street, pre-departure organisation should occur near the William Street entry prior to the group being located on the public footpath.

### 3.6 Egress Route

Once groups have boarded the bus, egress from the drop off is suggested to be via the route detailed in Figure 3.3. If buses are required to pick up from College Street, minor modifications to the route detailed will be required.

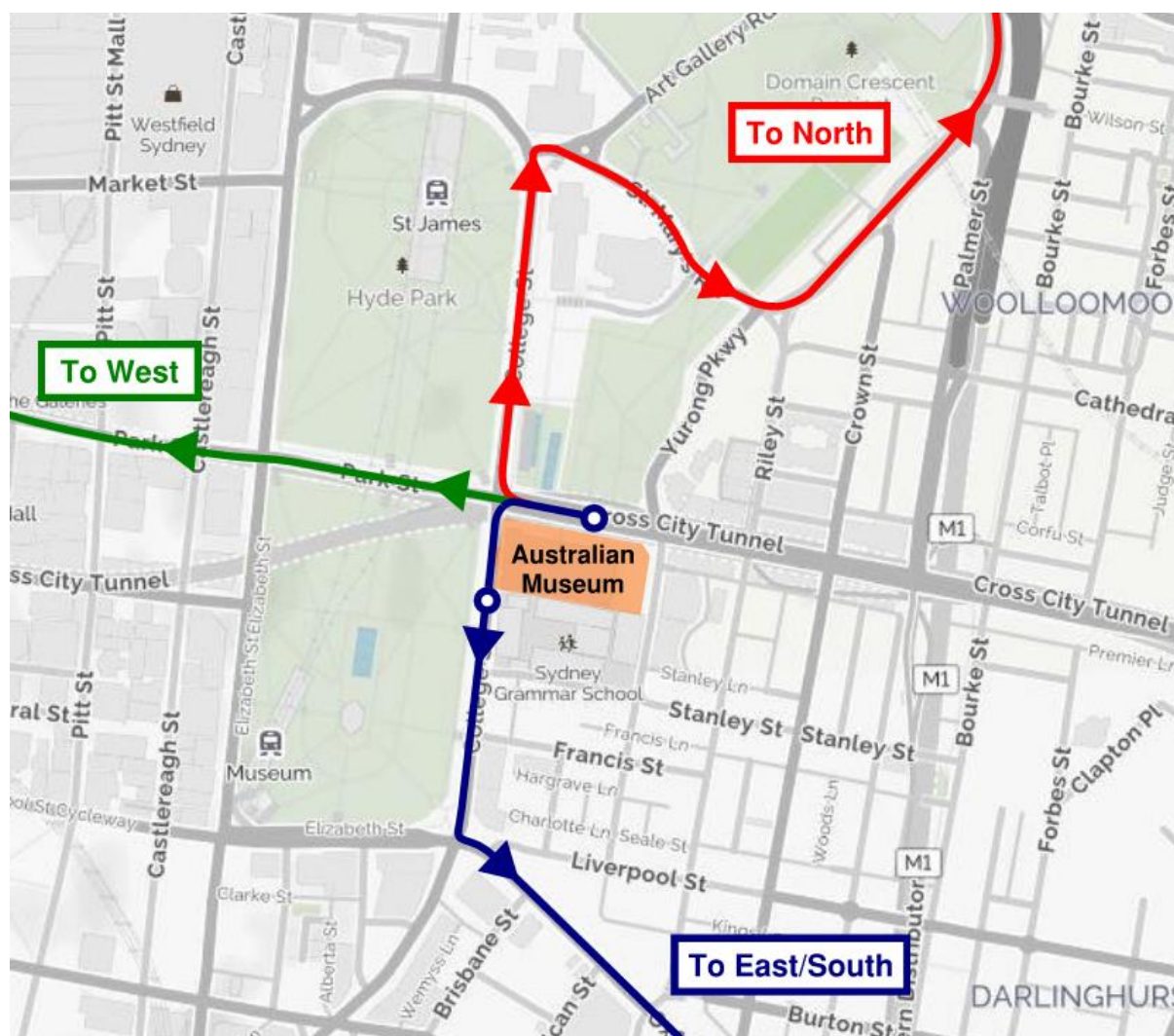


Figure 3.3: Bus Departure Route

### 3.7 Other Considerations

#### 3.7.1 Sydney Grammar School

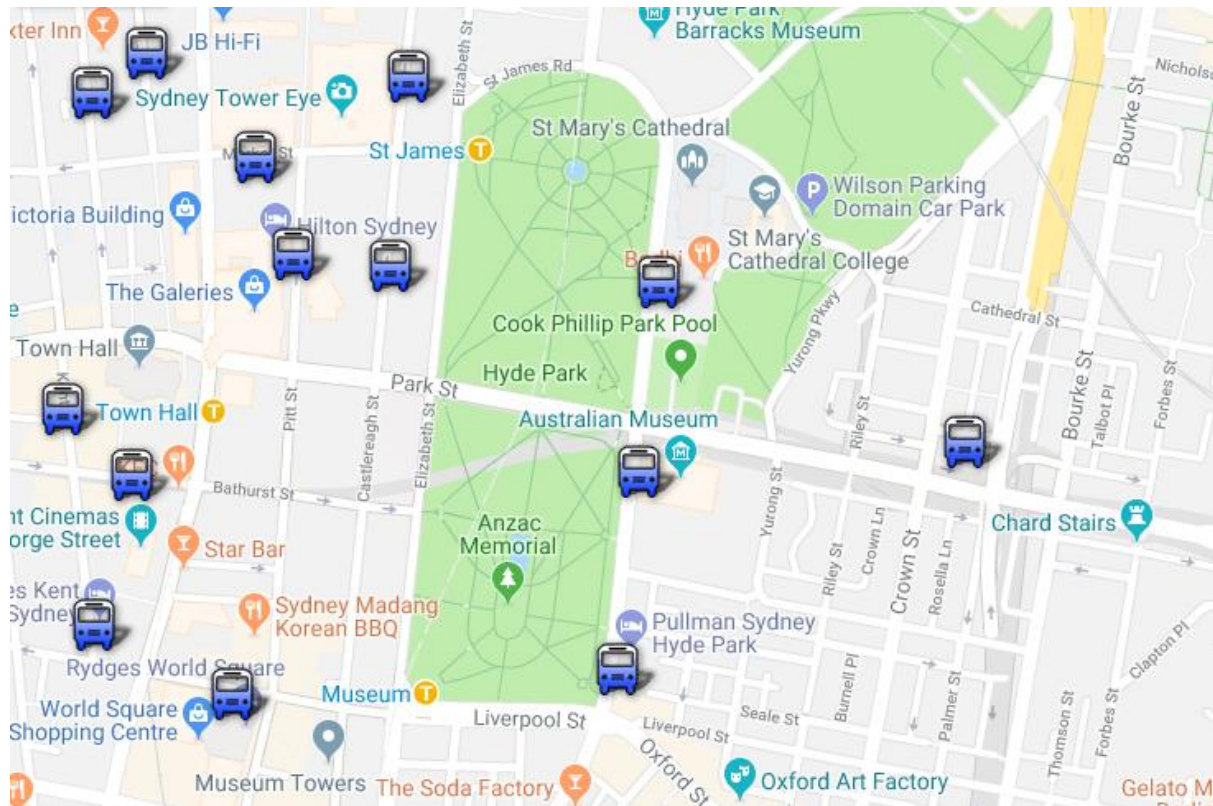
If possible, the Museum is to organise bus pick up and drop off times separate to peak drop off and pick up times for the Sydney Grammar School and communicate with the School regarding peak bus parking demand.

#### 3.7.2 Extended Bus Stays

If a bus associated with Museum pick up parks within the William Street location for an extended period (for example greater than 10 minutes), it is recommended that Museum staff tell this vehicle to drive to the coach parking location (discussed in Section 3.4) until their group is ready for boarding.

### 3.7.3 Other Bus Drop Off Locations

While it is not recommended for vehicles to drop off groups in other locations to increase safety of groups and prevent excessive impacts to public pedestrians, other nearby drop off locations within the city are shown in Figure 3.4.



**Figure 3.4: Bus Drop Off Areas**  
Source: City of Sydney Bus and Coach Zones Map

### 3.7.4 Other Bus Movements

While the William Street and College Street pick up and drop off locations are located adjacent to the Museum, they are still legally available for use by any bus. The Museum is unable to reserve or hold bus drop off locations for their use only.

## 4.0 Conclusion

This Coach Management Plan provides a framework for the organisation of bus drop off and pick up for groups visiting the Australian Museum. The aim of this Plan is to prevent traffic congestion due to peak pick up and drop off movements, as well as to encourage safe and legal access to the Museum by groups.

The intent of this Plan is that it is not a static document, rather this Plan will be subject to change following the final design and construction of the Australian Museum Alterations and Additions Project. Any future works at the Museum that will affect the content of this Plan will also require modification to the strategies discussed. Should there be any suggested improvements or additional strategies once this Plan is in operation, these should be included in future revisions of the Plan.

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