New High School for Leppington and Denham Court

Transport Impact Assessment

Prepared for:
Department of Education

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1 Introduction

This Traffic Impact Assessment has been prepared to support a Review of Environmental Factors (REF) for the Department of Education (DoE) for the new high school for Leppington and Denham Court (the activity). The purpose of the REF is to assess the potential environmental impacts of the activity prescribed by *State Environmental Planning Policy (Transport and Infrastructure) 2021* (T&I SEPP) as "development permitted without consent" on land carried out by or on behalf of a public authority under Part 5 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The activity is to be undertaken pursuant to Chapter 3, Part 3.4, Section 3.37A of the T&I SEPP.

The proposed activity is for the construction of a new high school located at 128-134 Rickard Road, Leppington, NSW, 2179 (the site).

The New High School for Leppington and Denham Court is henceforth referred to as Leppington HS.

The purpose of the Transport Assessment is to:

- Review the school's future travel demand to inform transport baseline and potential achievement to set the school transport vision and objectives
- Consider and address users of all ages and abilities
- Establish transport modes to promote during construction and post-occupancy
- Identify transport infrastructure and operations required to meet school travel demand
- Inform the site design, master plan, Construction Traffic and Pedestrian Management Plan (CTPMP) and School Travel Plan (STP)
- Address road safety concerns
- Comply with the DoE Transport Planning Advisory Note.

The School Transport Plan is undertaken separately throughout the school's operation and guides the day-to-day transport of the school after project construction.

Whilst the opening year for the high school is proposed to be 2027, this report uses travel zone projections for 2029 as the closest year to opening to analyse student distribution across the intake catchment ie where students are forecast to be living. This approach is consistent with all forecast and growth projections made in previous reporting for the upgrade of the Leppington Public School (Leppington PS) and the Leppington Education Campus.

1.1 Site description

The site is known as 128-134 Rickard Road, Leppington, NSW, 2179 and is legally described as Lots A and B in Deposited Plan 411211. The site is located on the eastern side of Rickard Road and is approximately 4.1ha in area. The site is located immediately south of the existing Leppington Public School at 144 Rickard Road and is approximately 700m south of Leppington Train Station.

Figure 1-1 below provides an aerial image of the site.

Figure 1-1: Aerial image of site (source: NearMap)

The northern portion of the site is currently used for residential purposes. The southern portion of the site is used for agricultural purposes, with multiple greenhouses and an existing pond on the property.

1.2 Proposed Activity Description

The proposed activity is for a new high school for Leppington and Denham Court. The new high school will accommodate up to 1,000 students across 3 new buildings that will comprise 48 permanent teaching spaces (PTS), 3 support teaching spaces (STS), 19 specialist labs/workshops/kitchens and a hall. Buildings 1, 2 and 3 will be clustered along the southern boundary and the hall will be located in south-east corner of the site. The activity also includes the construction of a sports field in the centre of the site and 3 x multipurpose courts along the northern boundary. The proposed scope of works is illustrated in **Figure 1-2** below.

Figure 1-2: New High School for Leppington and Denham Court (source: djrd)

1.3 Future context

The Draft Leppington Town Centre Development Control Plan (Draft LTC DCP) as per the Draft Leppington Town Centre Zoning Review identifies the desired vision for the transport network within Leppington. The Zoning Review was supported by a masterplan which was published in September 2022 and updated in 2023.

The Draft LTC DCP proposes Rickard Road as a 37.6m wide transit boulevard, with two travel lanes in each direction. No driveways will be permitted on Rickard Road and bus stops are proposed to be in-lane, removing the need for buses to weave back into the traffic lane.

A new signalised intersection is proposed on Rickard Road with the future "South Road", located directly south of the proposed Leppington HS site. The future proposed road network also includes a road directly east of the site and north of the existing Leppington Public School.

As the timing of the new road network is not yet confirmed, the school proposes to provide a temporary access along the southern boundary of the site to allow the provision of a kiss and drop and access to the proposed staff car parking.

Upon provision of the South Road, the school's kiss and drop function and pedestrian entrance is proposed to be relocated here, and the area of the temporary access will be converted to landscape area. The proposal for Rickard Road as a transit boulevard with no driveways means that the construction of South Road must be prior to the duplication of Rickard Road.

The intersection of Rickard Road and Ingleburn Road is also proposed to be signalised in alignment with the duplication of Rickard Road.

As the Leppington Town Centre is developed as per the Draft LTC DCP, the school's student intake will progressively shift closer towards the site, reducing the reliance on the kiss and drop zone and enabling walking and cycling as a much more viable mode of transport.

1.4 Consultation

Stakeholder engagement was conducted during the Transport Working Group meeting and the Planning meeting conducted with Camden Council to discuss the external works such as the Rickard Road changes to allow for the school to be developed. The key outcomes of these meetings are outlined in **Table 1-1**. Minutes for the Transport Working Group are provided in **Appendix A**.

Table 1-1: TWG Meeting Details

Stakeholder Meeting	Meeting Date	Key Items Discussed	Outcome
Transport Working Group #1	11 September 2024	Swept path assessment for any roads that would provide access for buses needs to be added in the report	Camden Valley Way, Bringelly Road, Ingleburn Road and Rickard Road are already functioning bus routes and no upgrades to intersections are required to accommodate proposed bus routes. Swept path for buses using the intersection of Rickard Road and Ingleburn Road are shown in **Figure 3-4**.

Stakeholder Meeting	Meeting Date	Key Items Discussed	Outcome
		Crossing options to be investigated on Rickard Road for students who are being dropped off/picked up on/from western side of Rickard Road to cross safely	A pedestrian crossing is not provided on Rickard Road because pick-up and drop-off on the western side of Rickard Road is discouraged due to safety concerns. All pick-up an drop-off is to occur within the kiss and drop zone located within the internal road.
		Investigate future bus services provided by TfNSW Bus Planning team and have discussion with them to determine how the buses can service the Education Campus	Transport for NSW, with assistance from DoE, is to continue to optimise school bus route planning to suit the needs of the high school students in line with the north and south areas identified as suitable for providing bus services shown in report section 4.3.
		Modelling for kiss and drop queueing in to be included	The length of the kiss and drop zone is calculated using a first principles approach, in which the demand and processing capacity of the kerb-side space is modelled at a high level. The reach target mode share for private vehicles (31%) is used to determine the required length. Other assumptions that are adopted to provide rationale for minimising queuing on Rickard Road during usage of the kiss and drop zone are outlined in **Table 3-1**.
Proposed road works meeting with Camden Council	19 December 2024	It was noted by Council that there should be localised road widening on the high school side of Rickard Rd to allow for the road median to be installed	This has been accommodated in the site plan as per **Figure 1-2**.
		Council noted that a children's crossing is proposed for the public school (location to be confirmed)	This does not provide an opportunity for high school students to cross Rickard Road as the school crossing is only operational with a school crossing supervisor.

1.5 Intake Zone and Active Transport Catchment

An intake catchment for Leppington HS has been developed by DoE. The intake catchment and associated travel zones for Leppington HS are shown in **Figure 1-3**.

The mode share targets (outlined in **Section 4.1**) are based on this catchment and associated assumptions on existing and proposed infrastructure provisions until 2027. Existing active transport infrastructure is outlined in **Section 2.1**, and proposed infrastructure for the school site for 2027 is outlined in **Section 3.1**.

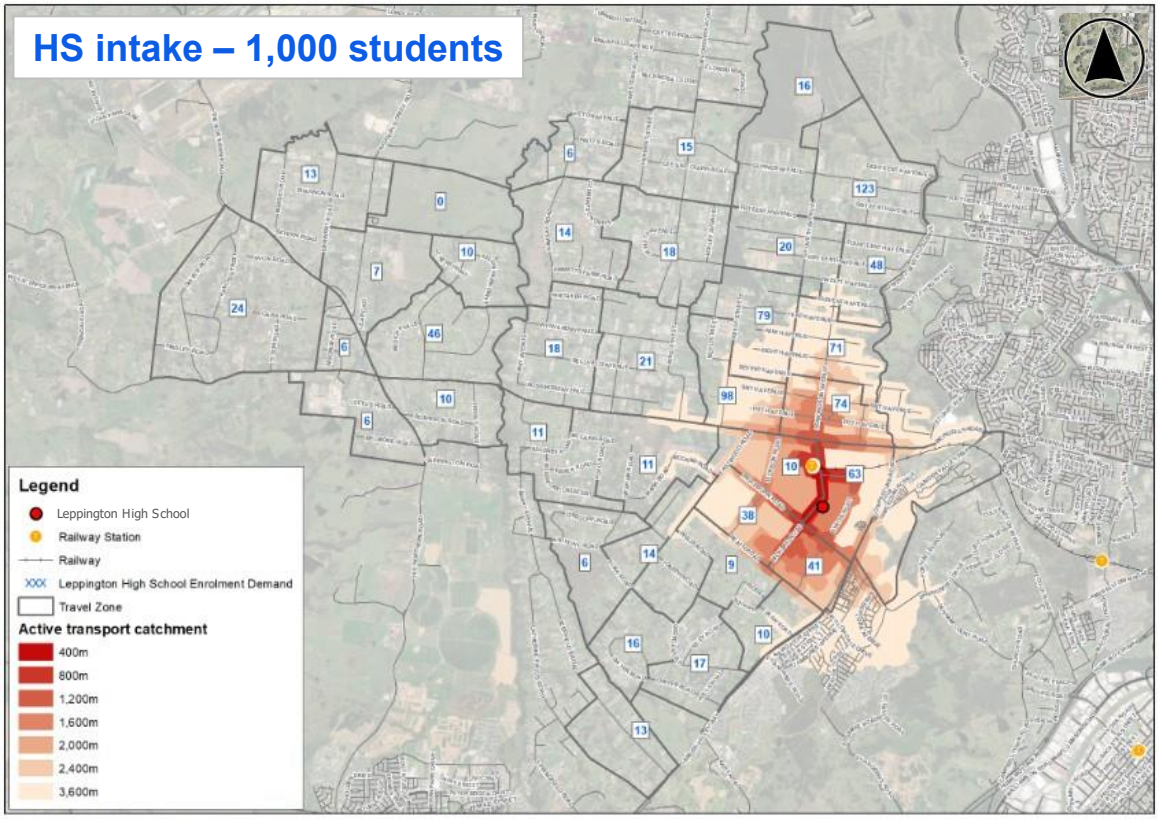


Figure 1-3: Leppington HS student intake catchment

Future enrolment figures for Leppington HS were calculated using Travel Zone Projections (TZP) provided by the NSW Government. The intake catchment includes 37 travel zones.

The assessment of each travel zone allows for the calculation of students living within the walking catchment to the school, outlined in **Table 1-2**.

The existing low density housing pattern is predicted to remain the case by the enrolment of 1,000 students at the school, meaning that the distance to school for most students is large. 63% of the Leppington HS students are predicted to live outside of the active transport catchment area.

Table 1-2: Active Transport Catchment Assessment

	Number of students (full 1,000 student capacity)	% of students	Cumulative % of students
0-400m	4	0%	0%
400-800m	10	1%	1%
800-1,200m	26	3%	4%
1,200-1,600m	59	6%	10%
1,600-2,000m	53	5%	15%
2,000-2,400m	56	6%	21%
2,400m-3,600m	166	17%	37%
Outside of active transport catchment	625	63%	100%
Total	**1,000**		

2 Transport Assessment

2.1 Walking and Cycling

The existing pedestrian infrastructure surrounding the proposed Leppington HS location is limited to a footpath located on the eastern side of Rickard Road (school's frontage). The footpath connects north to the adjacent Leppington Public School, Leppington Station and commuter car park (approximately 400 metres) and extends south to the intersection of Rickard Road and Neptune Road, providing access to Leppington Village and a series of new residential developments (approximately 1,000 metres). Currently, no pedestrian crossings of Rickard Road exist at the school's frontage.

There are no identified pedestrian desire lines due to the limited land use and low residential density within the vicinity of the school. Excluding Leppington Station and Leppington Village, land use around the school is primarily large lot residential as well as land purposed for agricultural activities.

Similarly, no dedicated cycling infrastructure is connected to the school site as of September 2024. Cycling is limited to the pedestrian footpath on Rickard Road.

Existing active transport infrastructure is shown on **Figure 2-1**.

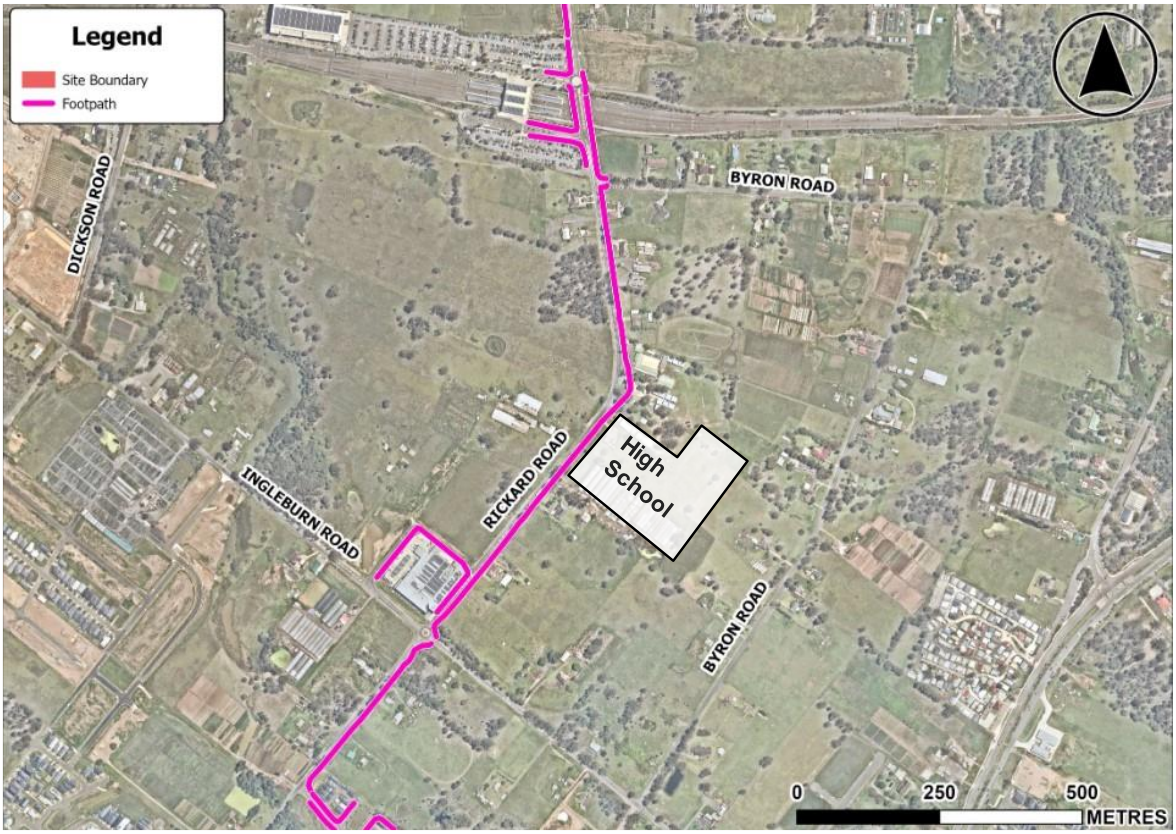


Figure 2-1: Walking infrastructure

2.2 Public and School Bus Network

Currently, the existing Leppington PS is serviced by a total of four public bus services and two school bus services during the AM period and a total of three public bus services and four school bus services during the PM period.

It is assumed that the proposed high school will be serviced by the same public and school bus services which cater to the existing public school. It is noted that the existing service timings are planned on the basis of public school bell-times, so by 2027, they will have to be reviewed (and potentially adjusted) based on the proposed high school bell times.

The existing AM and PM public and school bus services that cater to the Leppington PS and will cater to the proposed Leppington HS are shown in **Figure 2-2** and **Figure 2-3** respectively.

Table 2-1: AM bus routes and schedules

Route ID	Route Name	Arrival Time
1020	Catherine Field to Carnes Hill Marketplace	8:50 AM
1025	Leppington (South) to Leppington PS and Carnes Hill	8:45 AM
841	Narellan to Leppington via Gregory Hills	8:49 AM
856	Bringelly to Liverpool	7:22 AM

Route ID	Route Name	Arrival Time
858	Oran Park to Town Centre to Leppington	8:43 AM
861	Denham Court to Carnes Hill via Austral	8:28 AM

Table 2-2: PM bus routes and schedules

Route ID	Route Name	Arrival Time
2028	John Edmonson HS to Leppington	3:20 PM
2032	Good Shepherd PS to Bringelly & Kelvin Park	3:26 PM
2044	Leppington PS to Ridge Square & Narellan	3:22 PM
2051	John Edmondson HS to Rossmore & Leppington	3:10 PM (ARR) 3:18 PM (DEP)
841	Leppington to Narellan via Gregory Hills	3:06 PM 3:25 PM
858	Leppington to Oran Park Town Centre	3:30 PM*

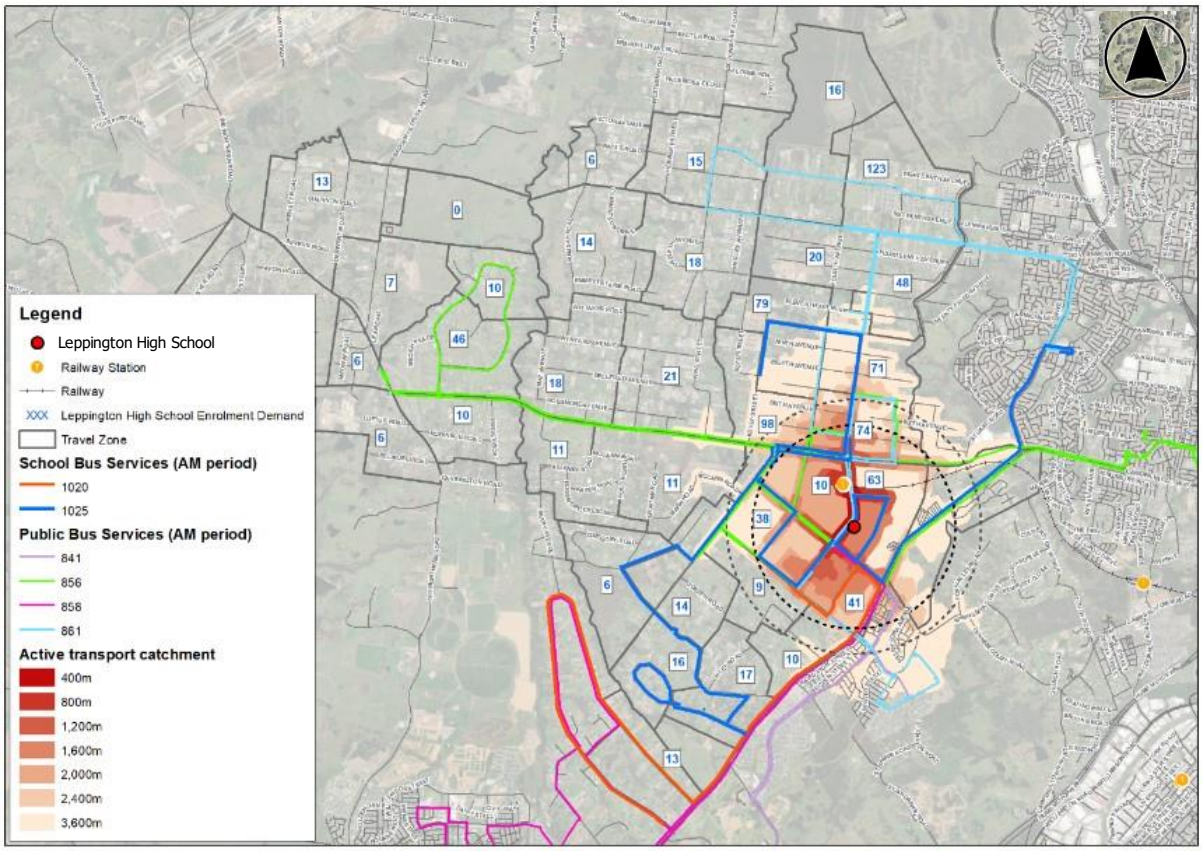


Figure 2-2: Leppington PS bus network (AM)

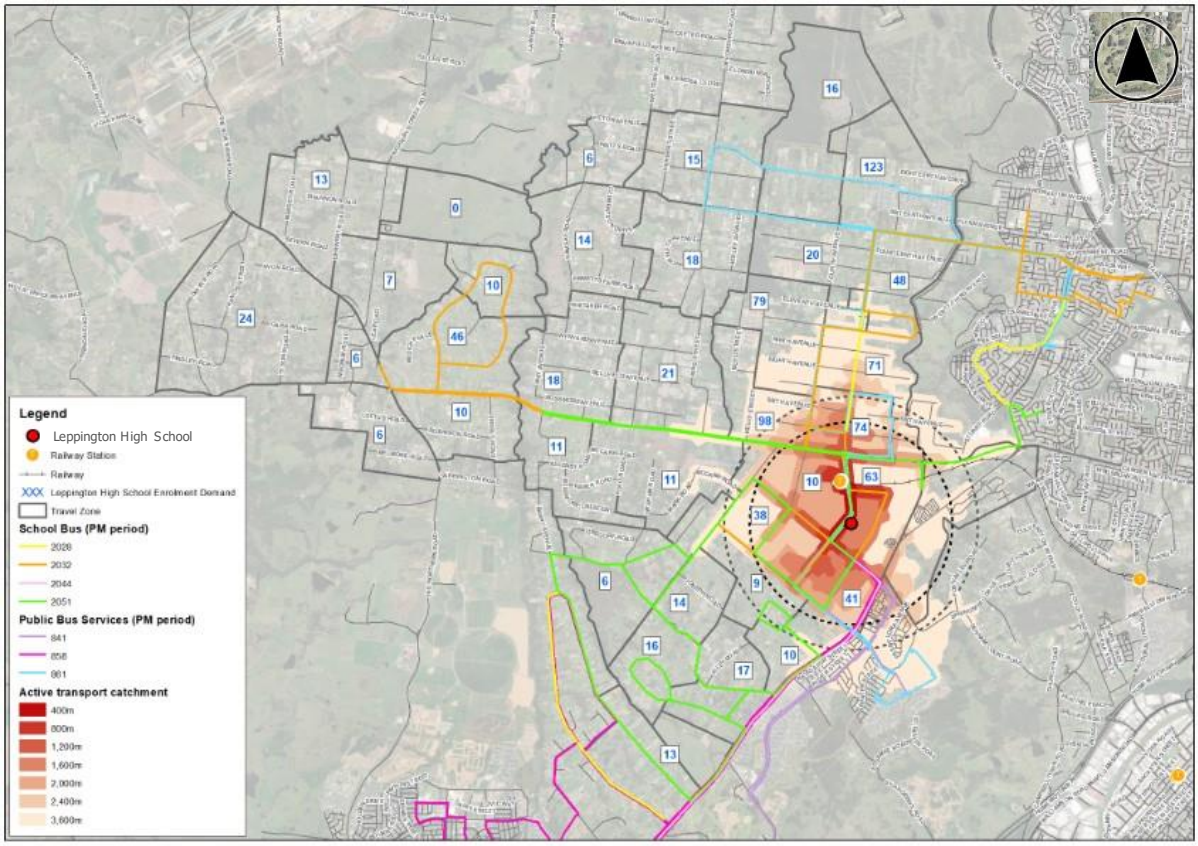


Figure 2-3: Leppington PS bus network (PM)

2.3 Road Network

Leppington HS has one frontage on Rickard Road. Rickard Road is currently a local road bounded by Bringelly Road to the north and Heath Road to the south. A school zone exists around the public school site, to be extended to include the high school site, which limits the speed to 40 kilometres per hour from its otherwise posted speed limit of 60 kilometres per hour.

3 School Site Access and Operations

The following sections identify the site access requirements for the school as it operates with a 1,000 student enrolment.

3.1 Pedestrian and Cyclist Access

Pedestrian access is proposed at the following locations (as shown in **Figure 3-1**):

- Main entrance of the school site will be accessed from Rickard Road
- Secondary entrance at the northern end of the school near Leppington PS, accessed from Rickard Road
- Another entrance of the school accessed from the internal driveway on the southern boundary of Leppington HS.

The existing footpath on the eastern side of Rickard Road, connecting between Neptune Road in the south and Leppington Station in the north, will provide access for students walking to school. This footpath additionally allows students of the Leppington HS to ride bicycles.

Cycling access to the site is via the main pedestrian entrance on Rickard Road. No cycling will be permitted within the internal site driveway to support road safety outcomes and separation of vehicles from student cyclists.

Only the students being dropped at and picked up from the kiss and drop zone on internal driveway on the southern boundary of Leppington HS should be encouraged to use the pedestrian entrance on that road. Other students who choose to walk to school will use the main entrance on Rickard Road to avoid any conflicts with private vehicles. The students cycling to school will use the main entrance as the bicycle parking is provided at that location (as shown in **Figure 3-1**).

Low density in surrounding areas means that additional path infrastructure is not required to support the school development prior to the duplication of Rickard Road.

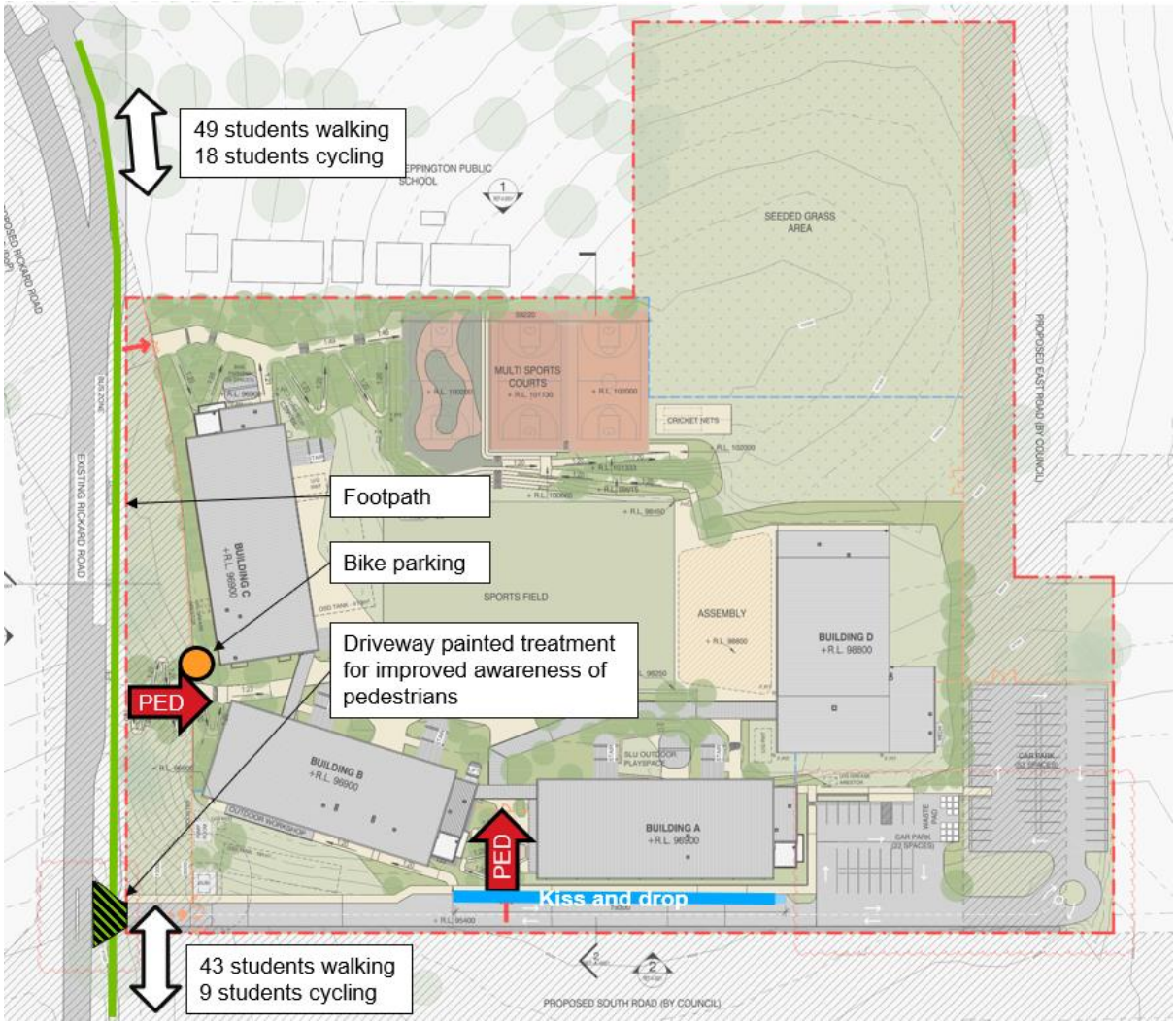


Figure 3-1: Pedestrian and cyclist site access and expected active transport demand for full capacity (1,000 students)

3.2 Bicycle Parking and End-of-trip facilities

The project is providing bicycle parking spaces for students in alignment with the moderate and reach mode share targets ie 34 bicycle parking spaces to cater for the full capacity ie 1,000 students. This is four spaces in excess of the mode share target for cycling, which is 30% of all students.

The project will provide these bike parking spaces on the ground floor, adjacent to the main entrance gate on Rickard Road (as shown in **Figure 2-1**). The rationale for this location is that it should be placed in an area that can be expanded upon to cater for potential future expansion as the town centre is developed, close to the Rickard Road entrance point. The Draft LTC DCP states that for secondary schools, bicycle parking should be provided at a rate of 1 space per 5 students and 1 space per 20 staff. This provision will be catered for as demand arises with the development of the Leppington Town Centre.

This bike/ scooter parking capacity enables the achievement of the reach target mode share outlined in **Section 4.1**, which did not receive objection from the Transport for NSW and Camden Council stakeholders present in the Transport Working Group (TWG) meeting #1.

One end of trip shower facility is provided for use by staff who cycle to work. It is proposed within the Support Learning unit on the ground floor.

3.3 Bus Access

Transport for NSW is responsible for the planning and operation of public and school buses in NSW.

As part of the Rickard Road upgrade to a transit boulevard, the carriageway will be duplicated to two lanes in each direction by 2041. But for the purpose of this assessment, it is anticipated that Rickard Road will continue to operate with its current layout in 2027 when the school commences operation.

The bus stop demand for the full capacity (1,000 high school students) has been calculated based on the student intake catchment analysis. The Travel Zone Projections (TZP) provided by Transport for NSW shows that 554 students out of 1,000 are expected to live in an area that, if serviced, could use the bus as a potential mode of transport to school. Out of which, if serviced, 451 students would be travelling from the north and 103 students would travel from the south of the Leppington HS respectively. This student capacity results in a bus service demand of 8 buses required from north and 2 buses from south, with a total of 10 buses required (as shown in **Figure 3-3**).

To cater for the demand of 10 buses across a 25 minute period, space for three buses is required. A bus bay able to accommodate three buses (57m) is proposed outside of the high school site on Rickard Road as shown in **Figure 3-3**.

The dimensions of the school bus bay are in alignment with the Transport for NSW Bus Infrastructure Guide, which outlines the lengths required for bus draw-in and draw-out as well as width. Additional space between idling buses is also recommended (1 metre between buses). A width of 2.7m is considered adequate for a ‘bus box’ as described by the guide.

This results in a proposed provision of 57m, as shown in **Figure 3-3**. The 57m is calculated as follows:

11.5m + 12.5m + 1m + 12.5m + 1m + 12.5m + 6m = 57m

The Bus Infrastructure Guide is outlined in Figure 3-2.

3.7 Draw in and draw out lengths

The minimum lengths for draw in and draw out are shown in the table below.

Bus Stop Dimension (m)	Standard	Long Rigid	Articulated
Length of Bus	12.5	14.5	18.0
Minimum draw-out length	6.0	6.5	8.0
Minimum draw-in length	11.5	14.0	14.0
Bus Zone length for one bus	30.0	35.0	40.0

Note: (1) Dimensions are based on stopping at the bus stop sign with a suitable length of straight, flat standard height kerb to stop alongside.

4.4 Bus stop painted pavement box marking

Painted boxes can be used at bus stops and bus zones where there is a high incidence of illegal parking. This treatment is only to be used at locations where persistent illegal parking is restricting bus access, as the significance of the treatment will be devalued if it is used at every stop.

Bus boxes should be between 2.7m and 3.0m wide and should cover the full length of the bus zone

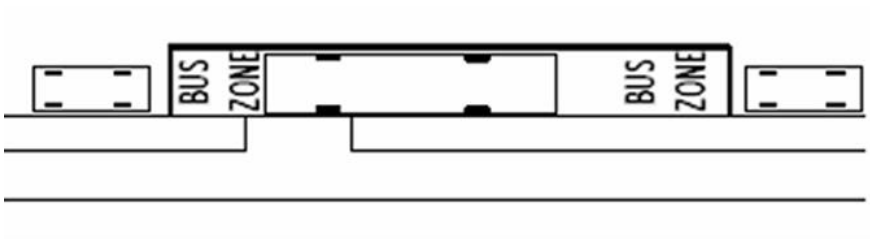


Figure 3-2: Bus Infrastructure Guideline, Transport for NSW

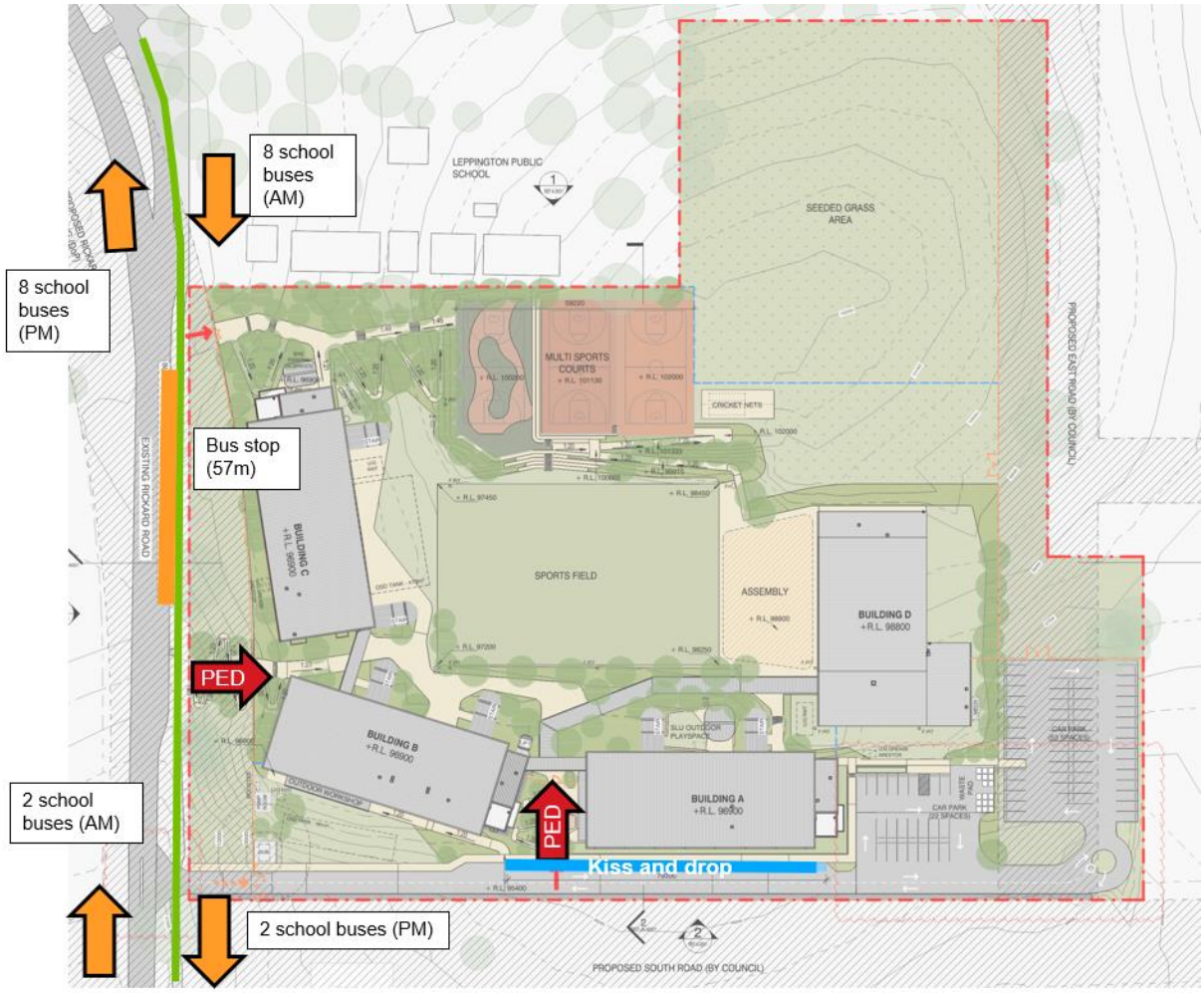
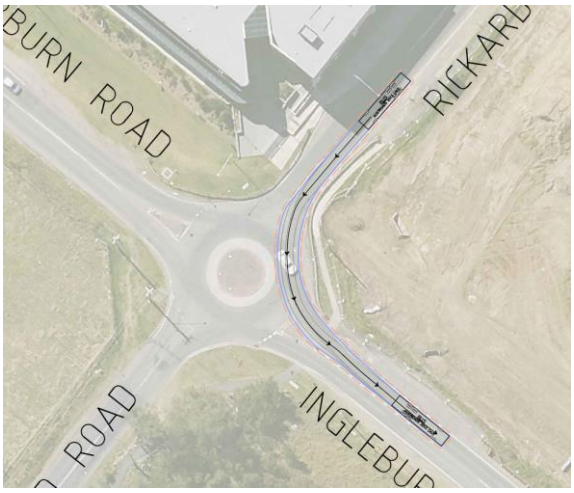


Figure 3-3: Bus access and demand for full capacity ie 1,000 students

All bus movements will approach the site from the north in order to pick-up and drop-off students on the eastern side of Rickard Road. The Transport for NSW Bus Planning team is responsible for service route planning and are currently engaged with during the Transport Working Group process.

For buses that approach from the south, they will be able to use Dickson Road and Bringelly Road, or, Camden Valley Way, Cowpasture Road and Bringelly Road to reach the eastern side of Rickard Road. For buses that need to return to the north, they will similarly be able to use Ingleburn Road, Dickson Road and Bringelly Road, or, Ingleburn Road, Camden Valley Way and Cowpasture Road. Swept path analysis for the intersection of Ingleburn Road and Rickard Road is shown in **Figure 3-4**.

Note that Camden Valley Way, Bringelly Road, Ingleburn Road and Rickard Road are already functioning bus routes and no upgrades to intersections are required to accommodate proposed bus routes.



Left turn from Rickard Road to Ingleburn Road

Right turn from Rickard Road to Ingleburn Road

Figure 3-4: Bus access – Rickard Road / Ingleburn Road

3.4 Kiss and Drop

The length of the kiss and drop zone is calculated using a first principles approach, in which the demand and processing capacity of the kerb-side space is modelled at a high level. The reach target mode share for private vehicles (31%) is used to determine the required length. Other assumptions that are adopted to provide rationale for minimising queuing on Rickard Road during usage of the kiss and drop zone are outlined in **Table 3-1**. The vehicle dwell time (the time it takes on average for the high school student to locate their vehicle and enter) of 1.6 minutes is considered adequate as high school students are old enough to quickly locate the correct vehicle.

It is determined that 79m of kiss and drop zone will be required to cater for the demand when the student population reaches 1,000. 79m is proposed to be provided, the location of which is shown on **Figure 3-5**.

Table 3-1: Kiss and drop requirements calculation and assumptions

Number of students	1,000
Assumption of number of students driving (31% of total enrolment)	310
Dwell time per pickup / drop off (mins)	1.6
Pick up / drop off length of time (mins)	30
30-minute capacity per K&D car space (# of vehicles)	19
Assumption of students per vehicle	1.3 students per vehicle
Number of K&D spaces required	**13 spaces**

Metres of K&D required	**76m**

3.5 Site driveway and vehicle access

An internal driveway is proposed on the southern side of the site in order to provide vehicle access for staff parking, servicing and loading and kiss and drop, shown in **Figure 3-5**. The driveway is to be accessed via Rickard Road and is accessed via a left-in and left-out configuration. Kiss and drop vehicles are able to exit the site using the turn around area on the eastern side of the site. “No through-road” signage is to be provided at the entrance to the driveway to warn drivers that the road is to be used by kiss and drop and vehicles associated with the school only. A sliding gate is to be provided along the site fence line to prevent unauthorised vehicles from entering.

The gate will be operated automatically, opening 30 minutes before and after the kiss and drop period, and opened by staff and authorised service vehicles via swipe card function.

A concrete median is proposed as part of the project on Rickard Road to provide a physical barrier for enforcing the left-in and left-out. Driveway access is shown via the swept path analysis in **Figure 3-6**. Two cars are able to enter and exit the driveway independently. Painted line markings at the driveway and Rickard Road interface are proposed to provide additional warning to drivers of potential pedestrians or cyclists.

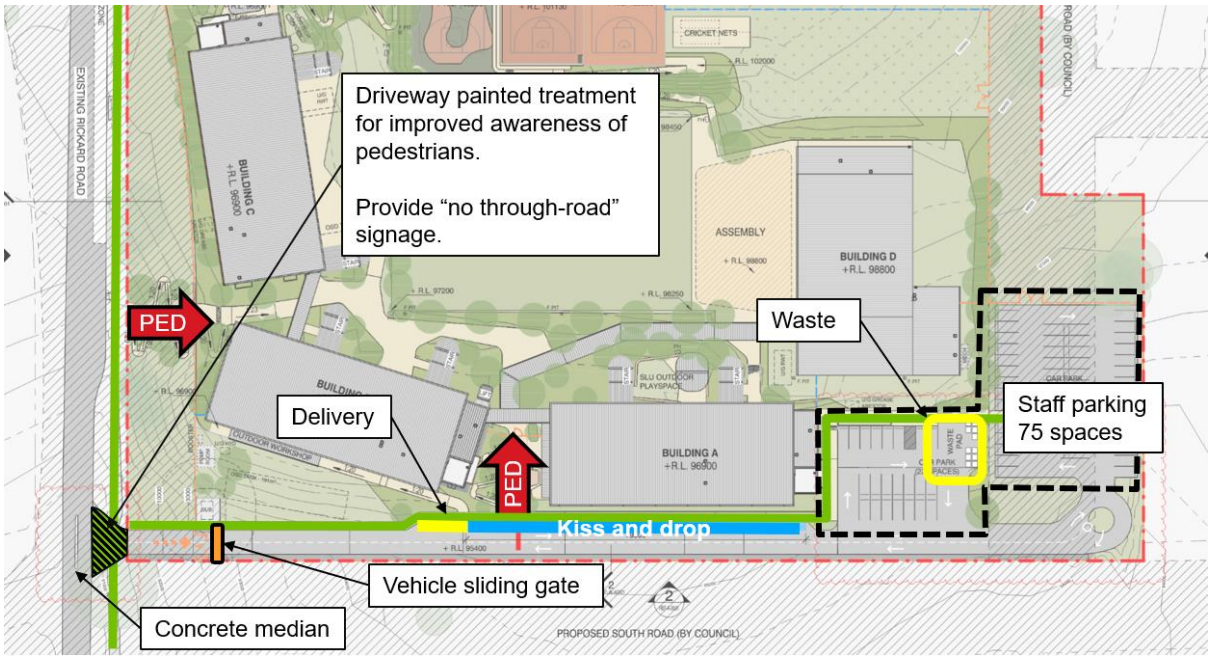


Figure 3-5: Internal driveway and parking

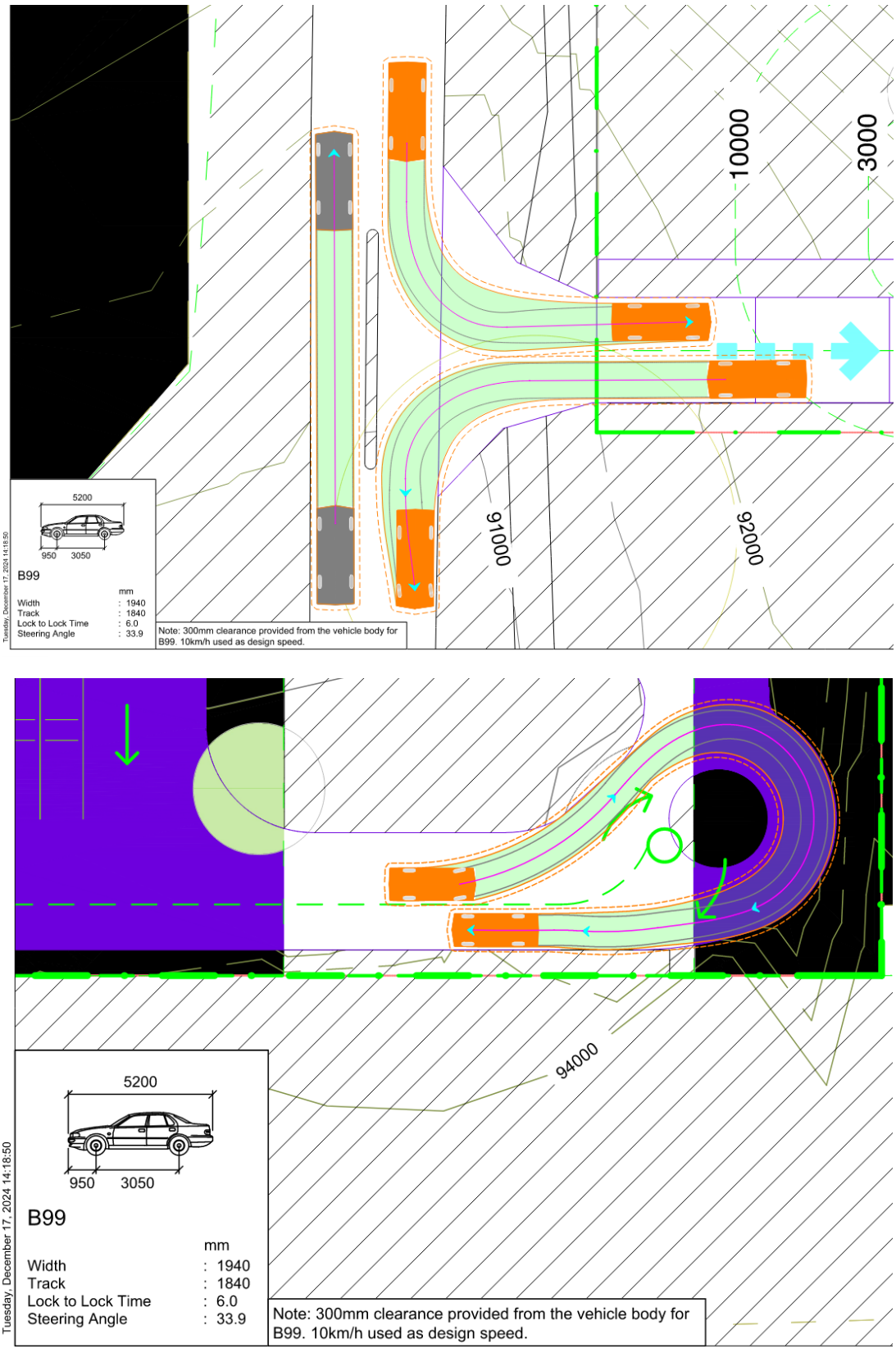


Figure 3-6: Driveway access swept path – light vehicle

3.6 Delivery and Waste Vehicle Access

Deliveries and waste management is proposed to be accommodated on site within the internal driveway area on the southern side of the site.

Delivery vehicle parking is provided immediately west of the kiss and drop zone in the internal driveway, as shown in **Figure 3-5**. Swept path analysis for an 8.8m delivery truck is shown in **Figure 3-7**. The vehicle is able to enter and exit the site in a forward direction.

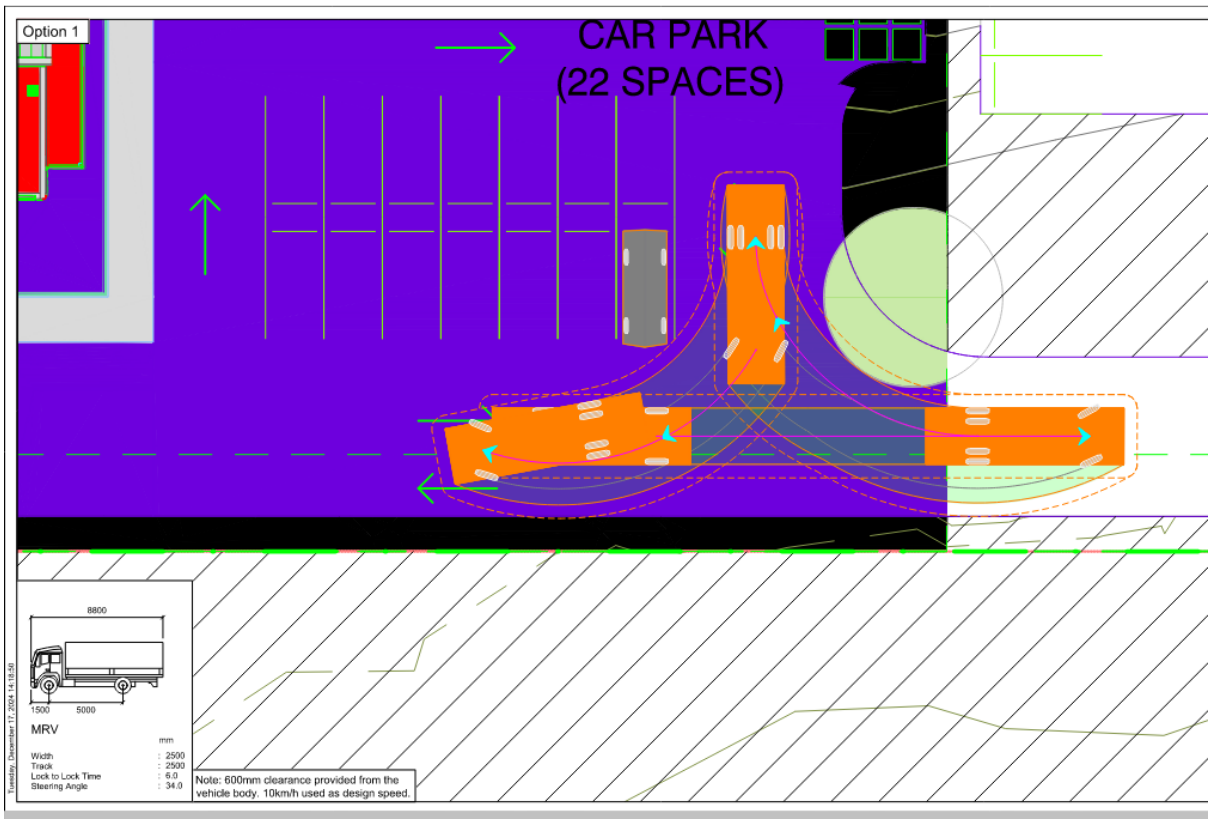
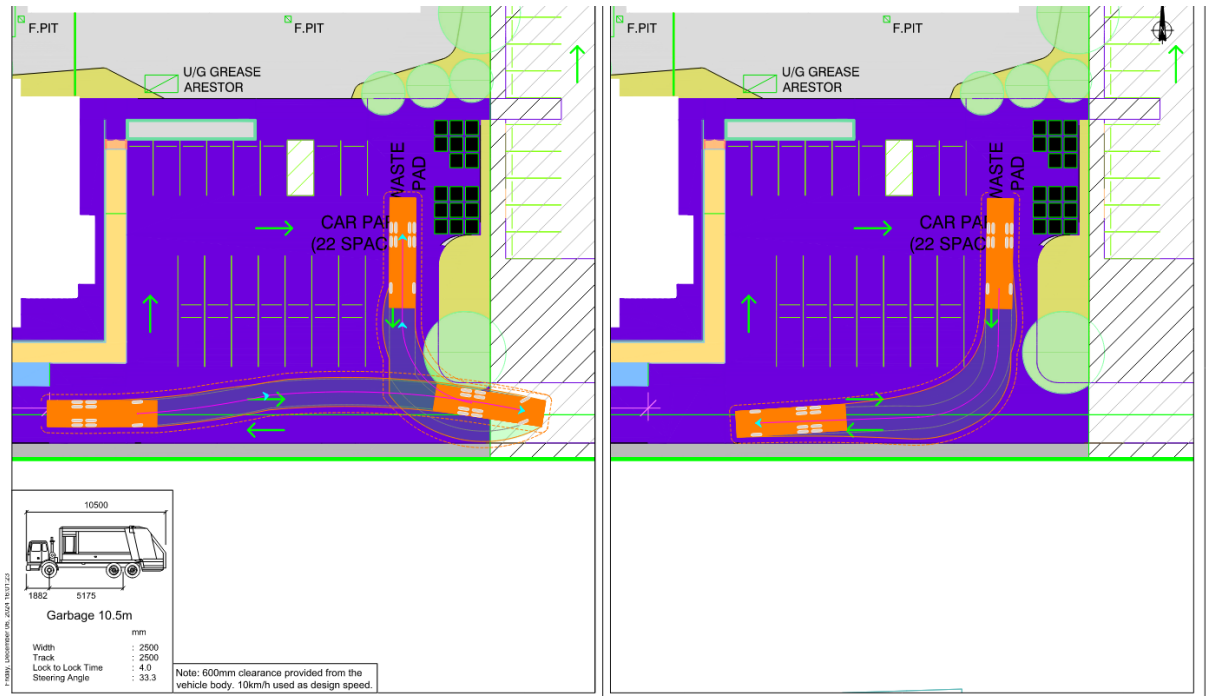


Figure 3-7: Delivery vehicle access

The waste collection area is located within the car parking area for the site, as depicted in **Figure 3-5**. Swept path assessment for a 10.5m waste vehicle with rear-loading capability is shown in **Figure 3-8**. The vehicle is able to enter and exit the site in a forward direction.



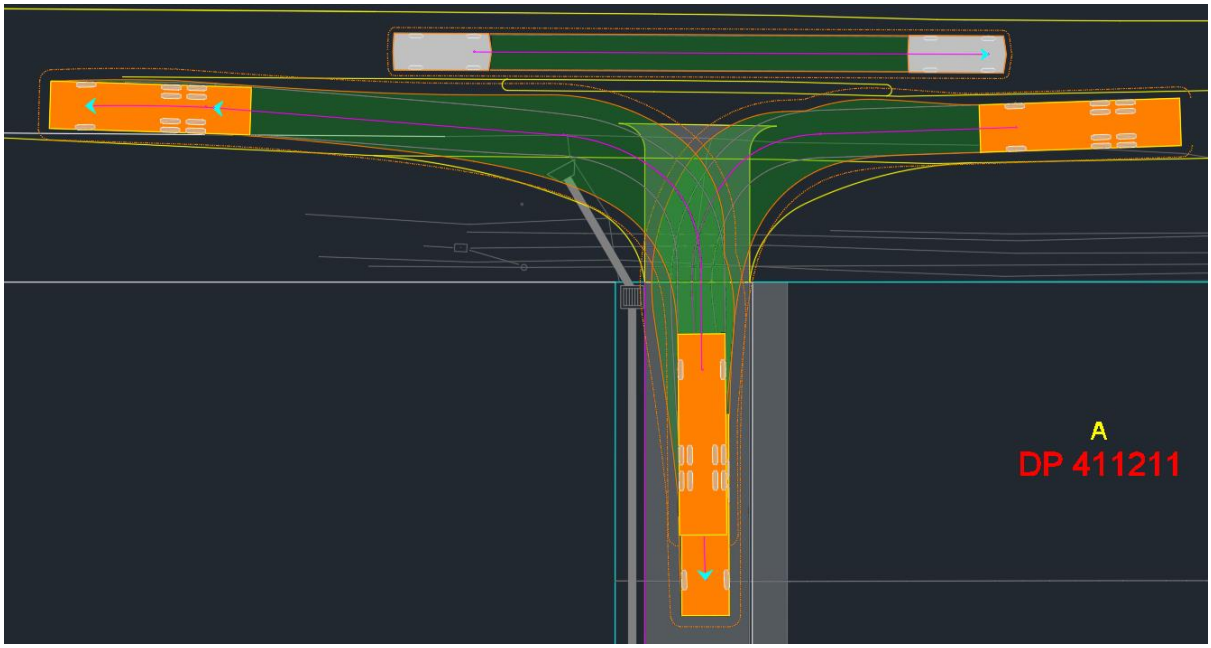


Figure 3-8: Waste vehicle access (turnaround within site and at the site driveway)

3.7 Car Parking

On-site carparking is located on the south-eastern side of the site, accessed via the internal driveway located at the southern boundary of Leppington HS. 75 spaces are provided for staff members, including two accessible spaces, the locations of which are shown in **Figure 3-5**.

The Camden Growth Centre Development Control Plan (DCP) 2024 requires the following rates for off-street parking for educational establishments:

- 1 space / 1 full-time employees, plus
- 1 space / 100 students, plus
- 1 space / 5 students in Year 12 where appropriate.

A total of 75 full time equivalent staff are forecast to be employed at Leppington HS, resulting in a total of 75 staff parking spaces being required as per the DCP. DoE does not provide on-site parking for students as they are encouraged to use sustainable methods of transport to and from school.

3.8 Kerb-side signage

No stopping signage is recommended on the western side of Rickard Road as shown in **Figure 3-9**, in order to disallow and discourage vehicles from dropping off or picking up students on the western side of the road, and encourage all activities to occur within the designated kiss and drop zone. This is also reflected in the no stopping signage that is recommended on the eastern side of Rickard Road, outside of the proposed school bus zone.

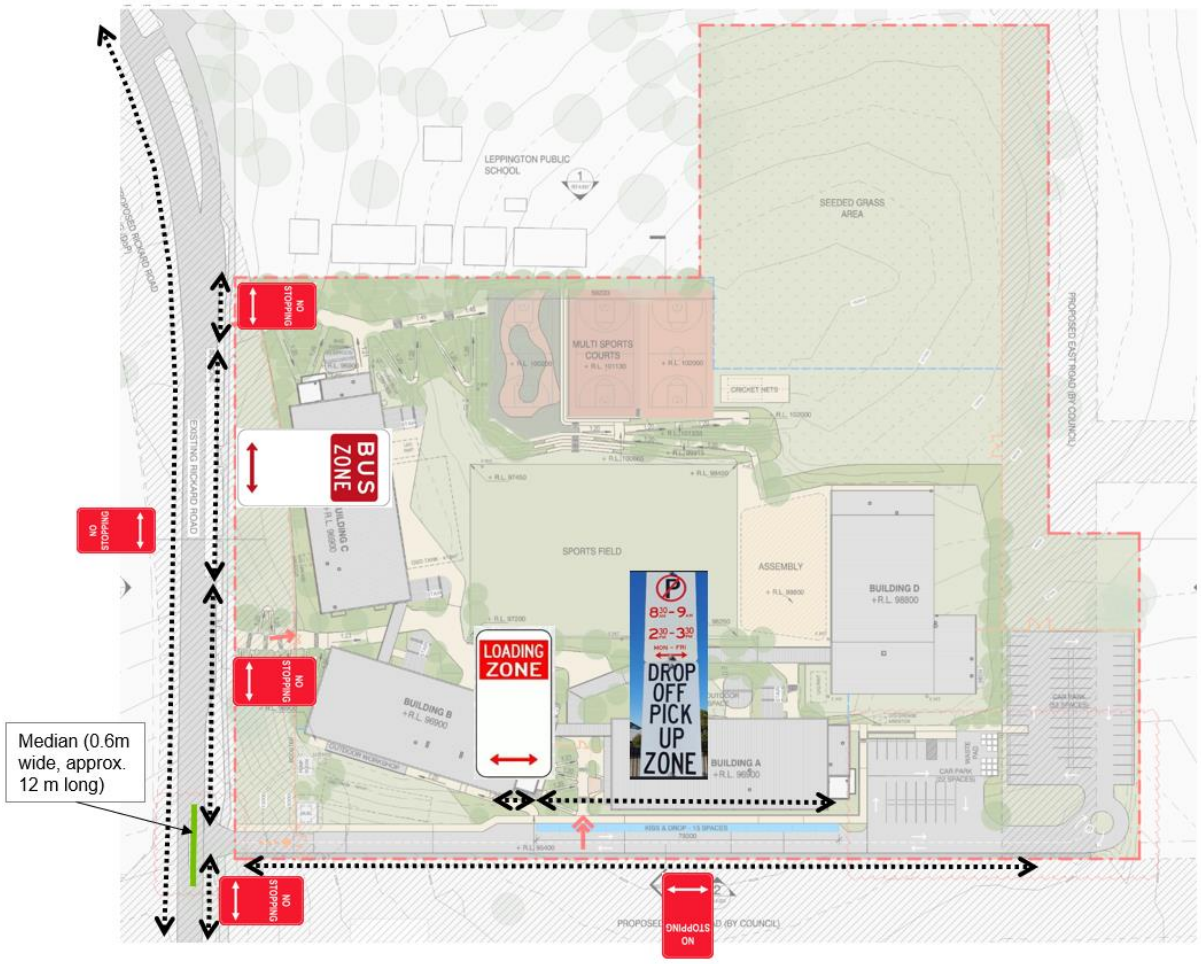


Figure 3-9: Kerbside signage plan

4 Demand and Mode Share

4.1 Objectives and mode share targets

Mode share targets refer to the proportion of trips made by different modes of transport, such as walking, cycling, public transport, and private vehicles. These targets are categorised into baseline, moderate, and reach targets to set progressive goals for improving sustainable transport options. These targets have been defined based on desired method of access to the school site given a number of transport infrastructure and service recommendations, whilst considering the physical constraints that place limitations on capacity.

Transport related rationale and target mode shares for students and staff for Leppington HS are provided in the following sections.

4.1.1 Student mode shares

The targets have been developed under an iterative process of consultation with the Transport Working Group for the Leppington Education Campus in March 2024. These scenarios are defined as follows:

- Baseline mode share target – The baseline targets reflect the travel patterns of students during 2027 without any proposed interventions in place. The following key points have been taken under consideration:
    - Only existing school buses would be operational without addition of any new services
    - Most of the students are expected to live outside of the active transport catchment
    - Therefore, maximum students are expected to rely on private vehicle as their preferred mode of travel to and from school.
- Moderate mode share target – Transport to introduce first half of the school bus services with the same amount of active transport trips and reduction in private vehicle trips compared to the existing/baseline scenario.
    - School bus services are required and crucial since most of the students are expected to live outside the active transport catchment.
- Reach mode share target – Transport to introduce other half of the school bus services. Walking and cycling access is maximised through behaviour change programs. Considering that Leppington HS is a new school, culture amongst parents, students and staff can be set from day one, and therefore this scenario is more achievable than for an existing school. This scenario minimises the dependence on the kiss and drop zone and reduces overall road network congestion during pick-up and drop-off periods.

It is assumed that the active transport catchment bands have an even distribution of age groups/ year groups. The moderate and reach mode shares for Leppington HS are presented in **Table 4-2** and

Table 4-3 respectively. This accounts for the changing likelihood and ability to walk and cycle to school.

Baseline Mode Share Target

Table 4-1: Baseline mode share for Leppington HS (full student capacity of 1,000 students)

Travel Mode	# of students	% of students
Walk	70	7%
Cycle	30	3%
Existing bus service	10	1%
New school bus service	0	0%
Private vehicle	890	89%
Total	1,000	100%

Moderate Mode Share Target

Table 4-2: Moderate mode share for Leppington HS (full student capacity of 1,000 students)

Travel Mode	# of students	% of students
Walk	70	7%
Cycle	30	3%
Existing bus service	10	1%
New school bus service	280	28%
Private vehicle	610	61%
Total	1,000	100%

Reach Mode Share Target

Table 4-3: Reach mode share for Leppington HS (full student capacity of 1,000 students)

Travel Mode	# of students	% of students
Walk	90	9%
Cycle	30	3%
Existing bus service	10	1%
New school bus service	550	55%
Private vehicle	310	31%
Total	1,000	100%

4.1.2 Staff mode shares

A total of 75 full time equivalent staff are forecast to be employed at Leppington HS once the student population reaches 1,000 students. Expected staff mode share and rationale for each mode is outlined in **Table 4-4**.

Table 4-4: Staff mode share target and rationale for each

Mode	Number of Staff (1,000 student capacity)	Percent of Staff	Rationale
Walk	0	0%	• No residential development in Leppington Town Centre
Cycle	2	3%	• No residential development in Leppington Town Centre
Public transport	5	7%	• Existing bus network via Rickard Road • Access via Leppington Station
Car, as driver	68	90%	• Distribution of staff amongst other modes • Unlikely use of carpooling amongst staff • Some staff may not have access to efficient and reliable public transport services and are not living within an active transport catchment and therefore will need to drive.
Total	**75**	**100%**	

4.2 Walking and Cycling

Demand for walking and cycling in 2027 is expected to be low. This is due to the intake catchment covering a larger area and drawing students living outside a walking/ cycling distance from the school site. As outlined in **Table 4-5** and shown in **Figure 4-1**, a limited number of students are forecasted to live within a 1,600-metre walking distance at 10% of the student population.

Table 4-5: Active Transport Catchment Assessment

	Number of students (full student capacity)	% of students	Cumulative % of students
0-400m	4	0%	0%
400-800m	10	1%	1%
800-1200m	26	3%	4%
1200-1600m	59	6%	10%
1600-2000m	53	5%	15%
2000-2400m	56	6%	21%
2400m-3600m	166	17%	37%
Outside of active transport catchment	625	63%	100%
Total	**1,000**		

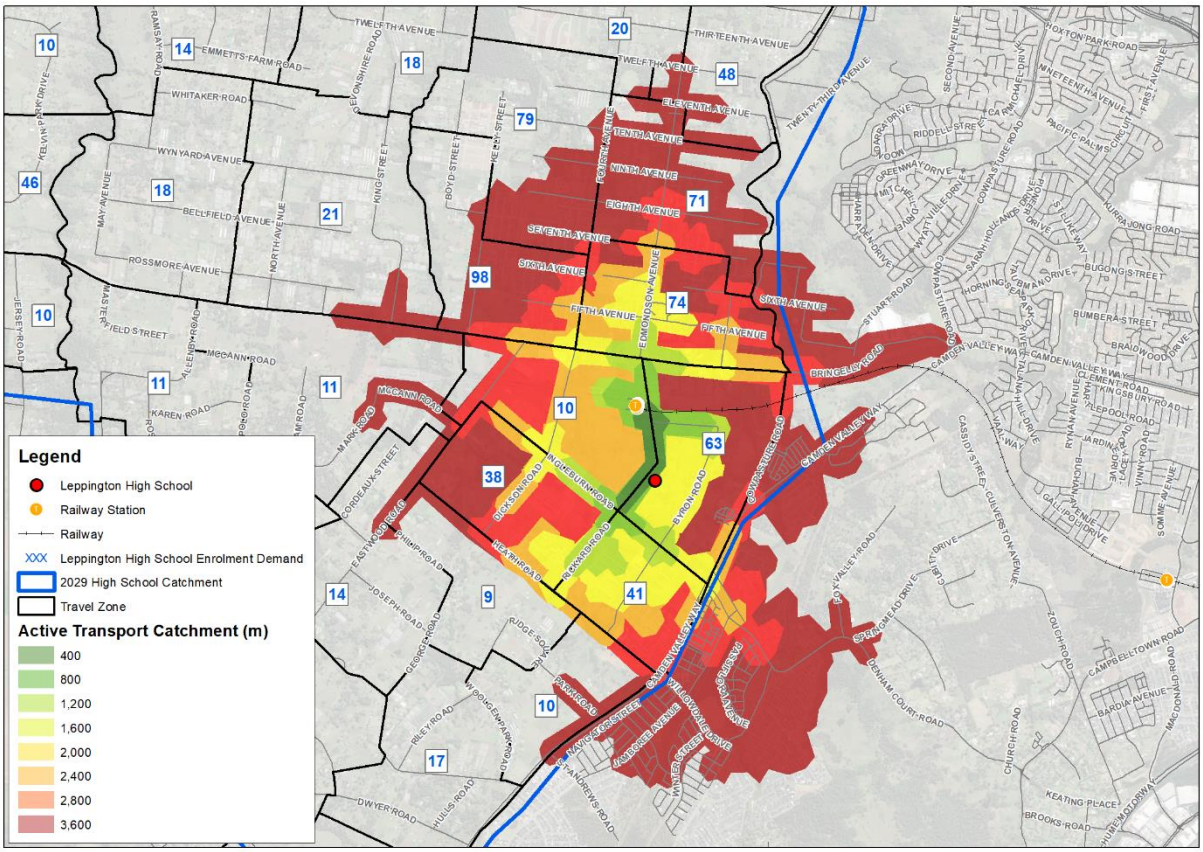


Figure 4-1: Active transport catchment

4.3 Public Transport

Eligibility requirements for free bus travel via the School Student Travel Scheme (SSTS) is as follows:

- The straight-line distance from the student's home address to school is more than 2km (notional distance)
- The walking distance from home to school is 2.9km or further (on-path distance)

Based on the eligibility requirements, 68% of Leppington HS students would be eligible for free bus travel at full capacity of 1,000 students (based off on-path distance).

Figure 4-2 and **Figure 4-3** highlight bus recommendations made as part of the Leppington Education Campus Rapid Transport Assessment (RTA). These routes are proposed for high school students, however, would also cater to students at Leppington PS. The north and south areas located within the intake catchment area present an opportunity to provide dedicated school bus services to support the full 1,000 student capacity.

Demands for the proposed Leppington HS are also shown on the **Figure 4-2** and **Figure 4-3**. Consultation with Transport for NSW is required in order to determine possible routes and stops for a school bus service.

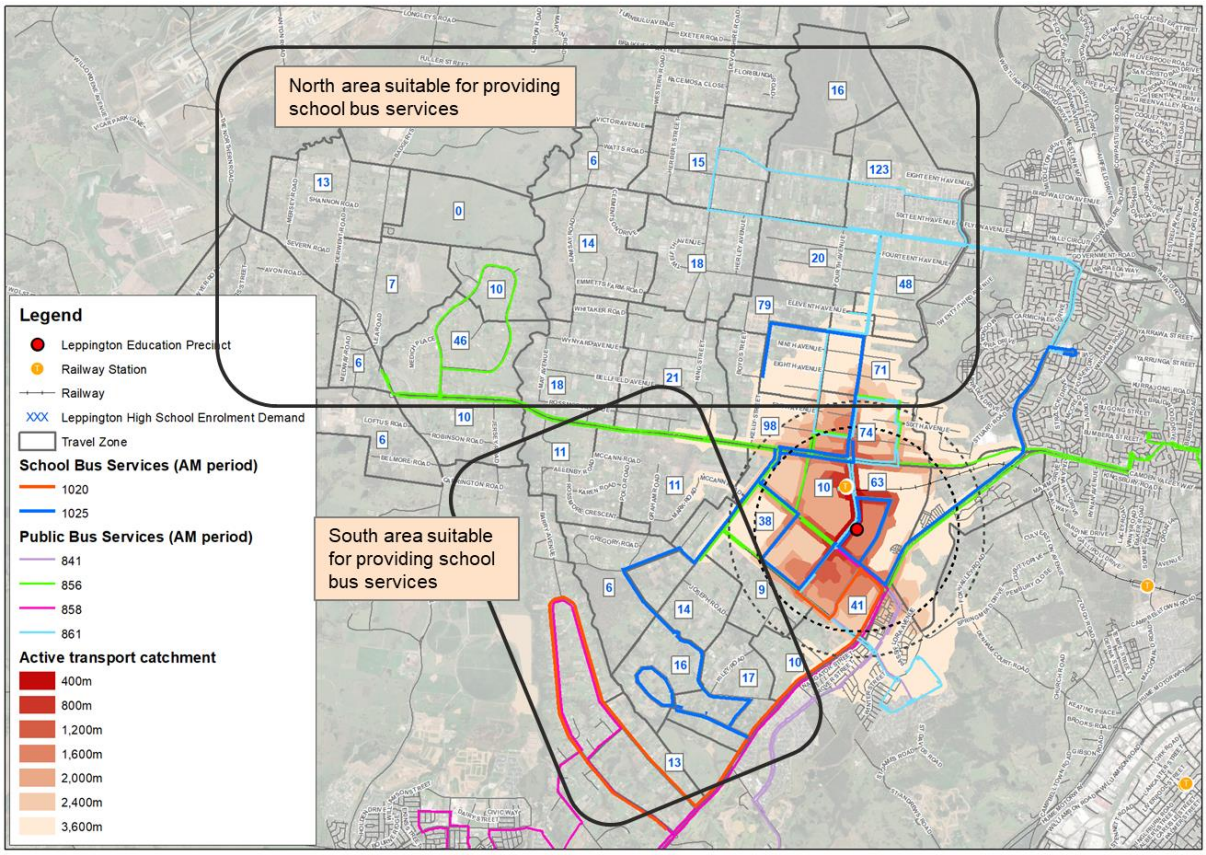


Figure 4-2: Overview of bus service recommendations – AM Period

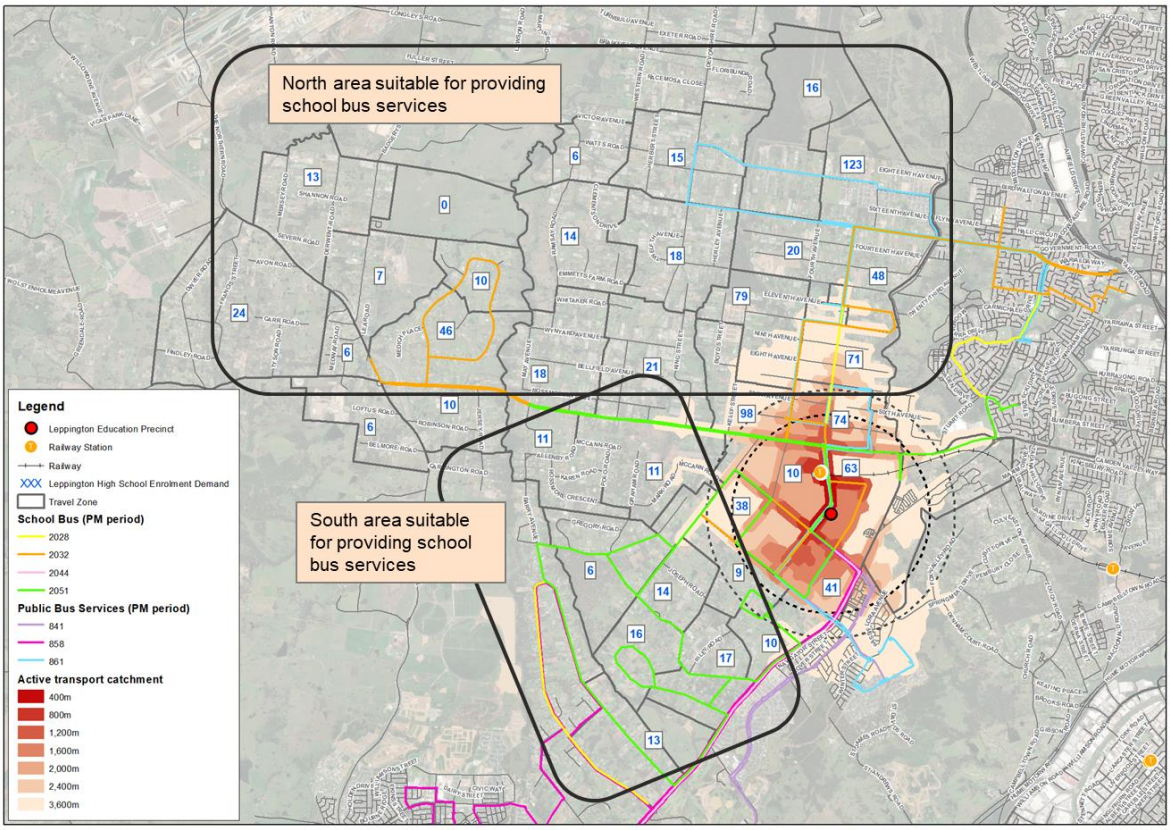


Figure 4-3: Overview of bus service recommendations – PM Period

4.4 Road network impacts

The impact on the road network with the development of the new Leppington HS was modelled for the following enrolment scenarios in 2027:

- A likely reduced capacity, equating to around 270 students
- Full enrolment capacity of 1,000 students.

The Leppington Public School as well as the growth in student population forecast at the school has been incorporated into the assessments. An offset bell time of at least 30 minutes between the two schools has been included in this assessment as this reduces the congestion experienced during pick-up and drop-off periods.

4.4.1 Modelled enrolment scenarios

During the initial opening year, it is likely that the school will open with a reduced capacity of around 270 students. When applying the moderate mode share target of 61% driving, and an assumed car occupancy of 1.3 students per vehicle, this results in approximately 120 vehicles using the network. It should be noted that the moderate mode share has been applied to this assessment in order to provide a more thorough testing of the intersection performance and overall impact to the road network.

For the full 1,000 student capacity, the same mode share and car occupancy results in around 480 vehicles using the network.

4.4.2 Traffic survey data

Classified Intersection counts were collected by TIS (Traffic Information Specialists) on a typical weekday, Tuesday, November 19, 2024, for the following intersections:

- Rickard Road / Byron Road (Priority)
- Rickard Road / Ingleburn Road (Roundabout)
- Ingleburn Road / Byron Road (Priority).

4.4.3 Future traffic demand estimation

Existing traffic volumes for 2024 (base year) were derived from intersection count surveys conducted in November 2024. The future demands for the assessment year 2027 were calculated by adding the background traffic growth and the traffic volumes generated by the development to the base year volumes. Following assumptions were considered in the future volume estimation:

- Background traffic growth was assumed to be 1.5% per annum
- Development traffic volumes were obtained from the moderate mode share targets for the Leppington Public School
- Development traffic volumes were assumed to be same for both peaks.

4.4.4 Future 2027 performance (without school development)

This scenario represents the 2027 future conditions without considering the development. The network layout remains same as the existing base year layout and traffic demand for this scenario considers only the background traffic growth.

The 2027 network layout without development, as generated in SIDRA is shown in **Figure 4-4.**

Figure 4-4: Future 2027 SIDRA schematic (without development)

4.4.4.1 Intersection performance

Table 4-6 shows the intersection performance results for the future 2027 (without development) scenario in the AM and PM peak respectively. The key findings are listed below.

- All three intersections operate at LOS C or better with acceptable delays and spare capacity in both AM and PM peaks.
- *Traffic Modelling Guidelines* (Roads and Maritime Services, 2013) outlines that a roundabout has a maximum practical degree of saturation of 0.85. In both AM and PM peaks, the degree of saturation of intersection at the Rickard Road / Ingleburn Road exceeds the practical value of 0.85 for roundabouts. This suggests that the intersection is nearing capacity and after 2027, the need to duplicate Rickard Road is exacerbated.

Table 4-6: Future 2027 intersection performance (without development)

Intersection	AM peak					PM Peak				
	Volume (veh/h)	DoS (v/c)	Delay (sec)	LoS	Queue length (veh)	Volume (veh/h)	DoS (v/c)	Delay (sec)	LoS	Queue length (veh)
Rickard Road / Byron Road	1179	0.299	8	A	1	988	0.288	8.2	A	1
Rickard Road / Ingleburn Road	2180	0.882	34	C	7	2278	0.955	36.2	C	12
Ingleburn Road / Byron Road	2016	0.668	22.9	B	3	2147	0.617	22.9	B	3

4.4.5 Future full school capacity (1,000 students) performance (with development)

This scenario considers the full 1,000 student capacity being enrolled in 2027.**Figure 4-5** illustrates the distribution of development traffic across the network under a left-in/left-out arrangement for the school driveway. Development traffic volumes were obtained from the moderate mode share targets for the Leppington Public School, resulting in a total development traffic volume of 480 vehicles.

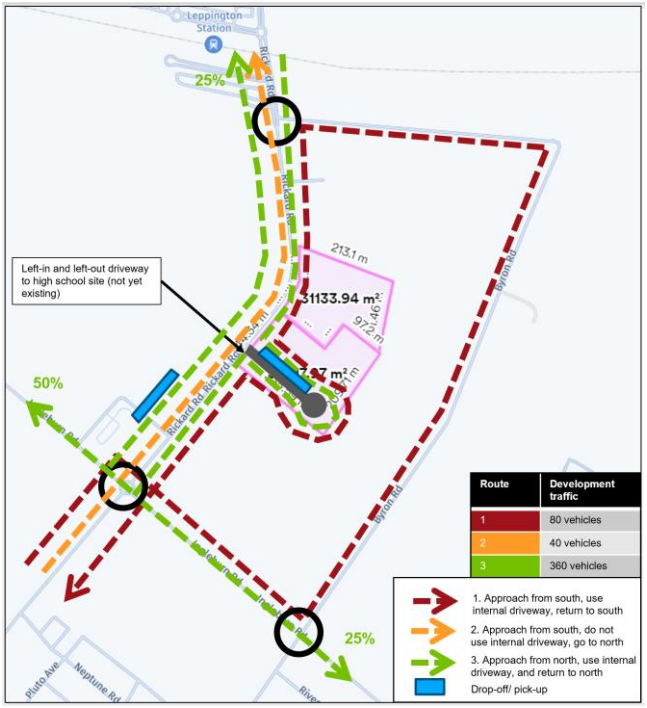


Figure 4-5: Left-in/ left-out distribution

4.4.5.1 Intersection performance

Table 4-7 shows the performance results for Rickard Road/ Ingleburn Road and the Rickard Road/ School Driveway intersections in the AM and PM peaks. The key findings are listed below:

- The roundabout at Rickard Road/ Ingleburn Road exceeds capacity and operates at LOS F in both AM and PM peaks. A significantly high delay of 185 seconds and 485 seconds is observed at the north approach of this intersection in the AM and PM peaks respectively. The degree of saturation

exceeds the practical value of 0.85 for roundabouts. The queue length at this intersection exceeds 40 vehicles in both peaks.

- The Rickard Road/ School Driveway intersection performs at LOS A with spare capacity and acceptable delays.

Table 4-7: 2027 intersection performance (with development, left-in/ left-out driveway)

Intersection	AM Peak					PM Peak				
	Volume (veh/h)	DoS (v/c)	Delay (sec)	LoS	Queue Length (veh)	Volume (veh/h)	DoS (v/c)	Delay (sec)	LoS	Queue Length (veh)
Rickard Road / Ingleburn Road	2767	1.174	185.4	F	41	2859	1.512	485.2	F	56
Rickard Road / School Driveway	2093	0.623	7.5	A	1	1896	0.780	8.3	A	2
Ingleburn Road / Byron Road	2111	0.745	24.9	B	5	2084	0.578	19.2	B	2
Rickard Road / Byron Road	1710	0.449	11.8	A	1	1527	0.524	12	A	1

Due to the high degree of saturation, average delay and extensive queues, the future performance of the roundabout at Rickard Road / Ingleburn Road with 1,000 students enrolled in 2027 is considered poor. We note however that the school will only reach this capacity after several years of operation, with the school commencing in 2027 with a likely reduced capacity.

While the school population is expected to increase each year, the development of the high school is not the core reason for the poor performance of the intersections. Rather, the background traffic and predicted growth majorly contribute to the volumes that govern the poor performance, as can be seen by the Degree of Saturation of 0.88 and greater at the intersection of Rickard Road and Ingleburn Road without the development traffic added.

Leppington is currently undergoing major amounts of planning due to the growth centre status and the large areas of rezoning. In addition, the Leppington Town Centre Planning Proposal has been recently identified as a State Led Rezoning, given the significance of the rezoning which is proposed in this location. The proposed Town Centre rezoning will further increase the population of the immediate location and increase the need to proceed with the duplication of Rickard Road.

From engagement outcomes with Camden Council, it is understood that the Rickard Road duplication has been planned for several years and Council has completed the 100% design of the proposed road and is eager to proceed. Along with the proposed local roads which comprise the Leppington Town Centre masterplan, there is a clear understanding from Council and Transport for NSW that road upgrades are a necessary priority in this location.

We anticipate the State Led Rezoning will allow the upgrade of Rickard Road to become a priority and anticipate the works will be undertaken following the opening of the high school but prior to reaching a student capacity of 1,000.

4.4.6 Future 2027 (likely reduced capacity) performance (with development)

Given the above understanding of the operation of the school in its first year at approximately 25% of the full enrolment capacity, an alternate scenario that examines the corresponding level of traffic

generated is examined. The development traffic volumes were obtained from the moderate mode share targets for the opening year of Leppington Public School operating at 25% of its capacity, resulting in a total development traffic volume of approximately 120 vehicles.

This scenario considers a left-in left-out driveway at Rickard Road to access the high school site with all other roads the same as the existing conditions. The layout as generated in SIDRA is shown in **Figure 4-6**. In this scenario, traffic demand was estimated by combining traffic generated by the development with anticipated background traffic growth, assumed to be 1.5% per annum. However, the analysis incorporates additional assumptions regarding development traffic and includes a redistribution of background traffic to reflect the likely conditions.

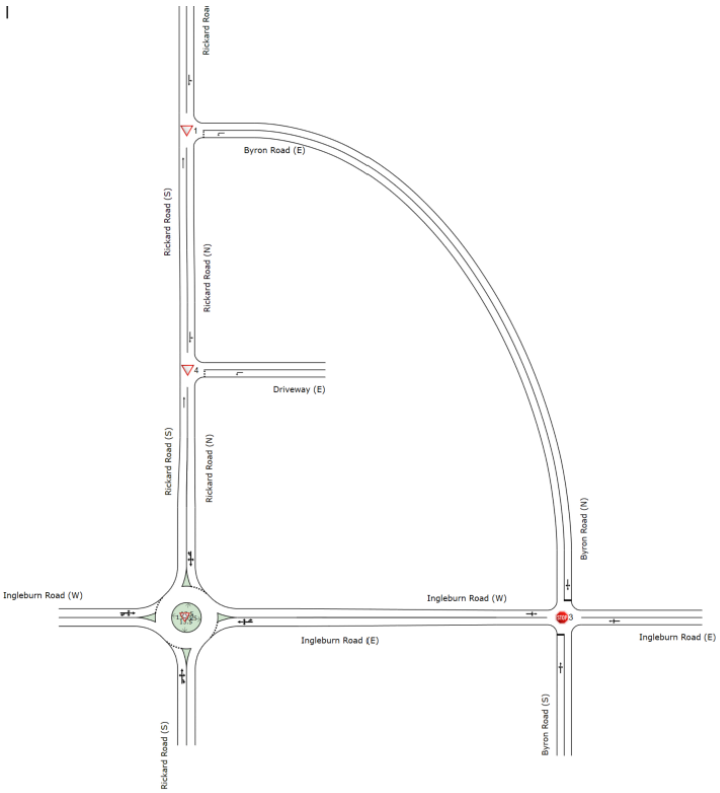


Figure 4-6: Future 2027 SIDRA schematic (with development traffic for opening year)

Figure 4-7 illustrates the distribution of development traffic across the network under a left-in/left-out arrangement for the school driveway.

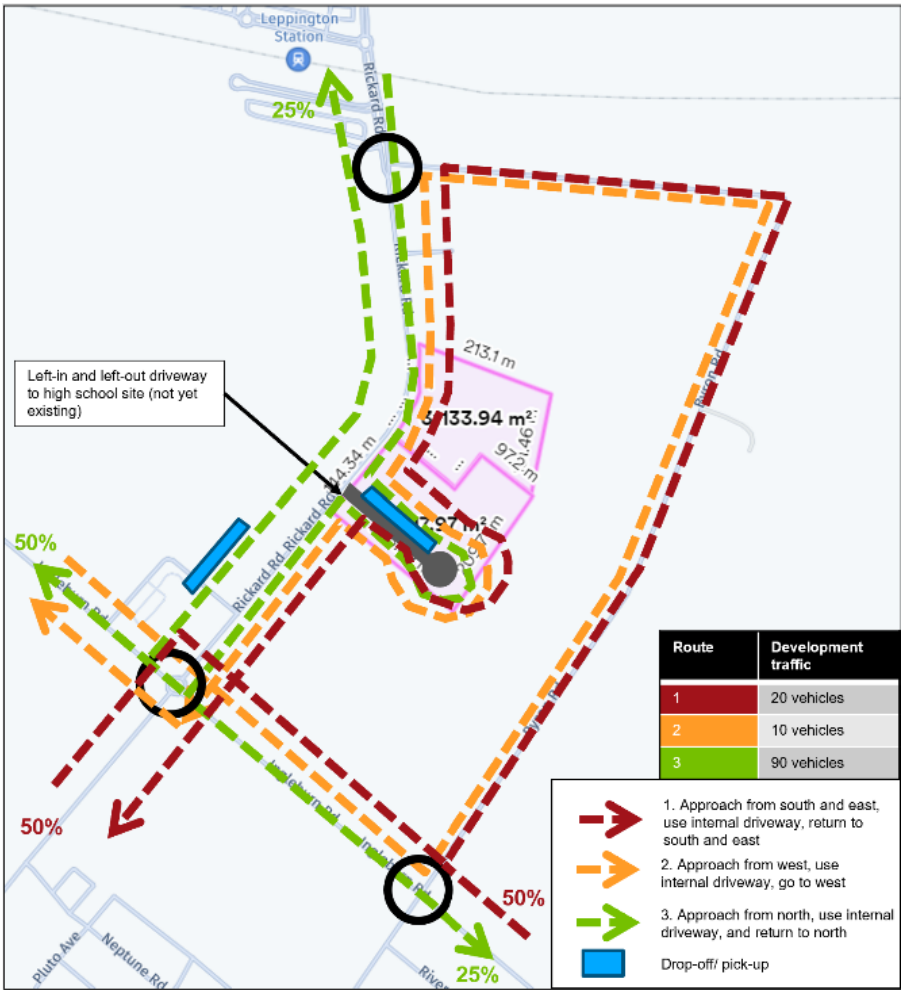


Figure 4-7: Opening year school traffic redistribution

4.4.6.1 Background traffic redistribution

The assessment presented above indicates that the roundabout at Rickard Road/ Ingleburn Road becomes congested when school traffic is introduced. Consequently, the background traffic is likely to reroute to alternative roads to avoid this congestion. Northbound and southbound traffic on Rickard Road may use Dickson Road, Eastwood Road and Heath Road as alternative routes. Similarly, vehicle movements eastbound and westbound on Ingleburn Road may reroute to Heath Road. To account for this traffic pattern, a background traffic redistribution was applied for the SIDRA assessment with the following changes:

- Westbound and eastbound background traffic at the roundabout is reduced by 20%, assuming these vehicles would reroute without using Ingleburn Road
- Northbound and southbound background traffic at the roundabout is reduced by 10%, assuming these vehicles would reroute without using Rickard Road.

Figure 4-8 shows the potential detour routes for the background traffic.

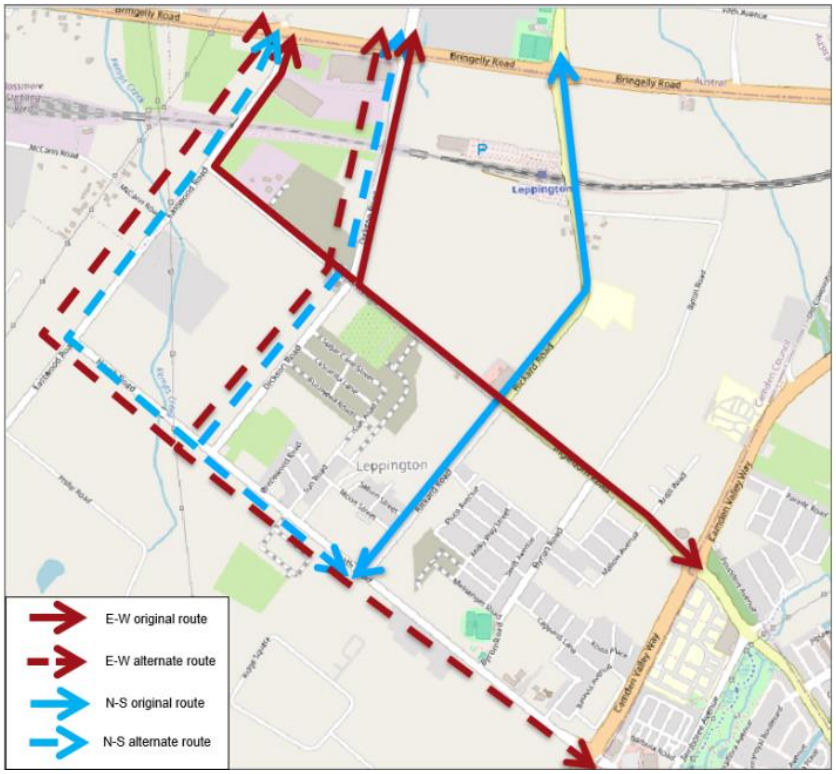


Figure 4-8: Background traffic detour routes

4.4.6.2 Intersection performance

Table 4-8 shows the performance results for Rickard Road/ Ingleburn Road and the Rickard Road/ School Driveway intersections in the AM and PM peaks. The key findings are listed below:

- The roundabout performs at LOS B and LOS C with spare capacity and acceptable delays in the AM and PM peaks respectively.
- The Rickard Road/ School Driveway intersection performs at LOS A with spare capacity and acceptable delays.

Table 4-8: 2027 intersection performance (with development traffic for opening year, left-in/ left-out driveway)

Intersection	AM Peak					PM Peak				
	Volume (veh/h)	DoS (v/c)	Delay (sec)	LoS	Queue length (veh)	Volume (veh/h)	DoS (v/c)	Delay (sec)	LoS	Queue length (veh)
Rickard Road / Ingleburn Road	2124	0.794	26.8	B	5	2181	0.859	32.6	C	6
Rickard Road / School Driveway	1349	0.342	6.2	A	1	1155	0.335	6.1	A	1
Ingleburn Road / Byron Road	1905	0.628	20.1	B	3	1984	0.570	18.7	B	2
Rickard Road / Byron Road	1303	0.302	8.5	A	1	1123	0.333	8.8	A	1

5 Mitigation measures

The recommendations outlined in below are based on the assumption that Rickard Road will continue to operate under its current functionality as a two-way undivided carriageway with one lane in each direction. **Table 5-1** outlines the safety and network efficiency benefits of each project mitigation measure (outside of necessary provisions such as kiss and drop facilities).

Table 5-1: Leppington HS project mitigation measures

Mitigation Number	Aspect	Mitigation Measure	Reason for Mitigation Measure	Responsibility	Timing
1	Cycling	Provide bicycle parking (34 spaces)	To support students who cycle to Leppington HS. Additional space for increasing the amount of bike parking as students shift to be living within the cycling catchment as the Leppington Town Centre is developed has been accounted for.	DoE	Prior to operation
2	Cycling	Provide 1x end-of-trip facility for staff	To support staff who ride to work as the Leppington Town Centre begins to develop and workers are living closer to the site.	DoE	Prior to operation
3	Vehicle access	Provide internal site driveway and turn-around area to support kiss and drop, staff parking and service vehicle access	To provide safe access for kiss and drop, parking and service vehicles prior to the duplication of Rickard Road and the provision of the new South Road.	DoE	Prior to operation
4	Public transport	Provide bus bay (57m) on Rickard Road	To support target mode shares for public transport and reduce reliance on private vehicles.	DoE	Prior to operation
5	Public transport	School bus optimisation and route planning to suit the needs of Leppington HS students	To reduce reliance on private vehicles.	Transport for NSW, with assistance from DoE	Prior to operation

Mitigation Number	Aspect	Mitigation Measure	Reason for Mitigation Measure	Responsibility	Timing
6	Road safety	Provide “No Stopping” signage on the western side of Rickard Road	To discourage any pick-up or drop-off activities occurring on the western side of Rickard Road	DoE	Prior to operation
7	Road safety	Provide concrete median on Rickard Road at internal driveway	To prevent any right hand turns into the internal site driveway, reducing vehicle conflicts and improving road safety	DoE	Prior to operation
8	Road safety	Provide painted line markings at internal site driveway	To provide additional warning for drivers to look out for pedestrians at the driveway	DoE	Prior to operation
9	Parking	Provide on-site parking for staff	To prevent any staff relying on parking on local streets	DoE	Prior to operation
10	Private vehicles	Off-setting school bell times with the Leppington Public School by at least 30 minutes	To reduce congestion in the road network during pick-up and drop-off times.	DoE	During operation
11	Vehicle access	Limit the size of the vehicles entering the site to 10.5m waste truck and 8.8m delivery truck	To enable turnaround of vehicles and forward exit of vehicles from the site	DoE	During operation
12	Private vehicle	Implement School Transport Plan measures, messages, initiatives and programs outlines in **Appendix C**. This includes adopting a carpooling scheme for students.	To reduce reliance on private vehicles, support sustainable travel modes and support students’ safety	DoE	During operation
13	Construction	Implement Preliminary Construction Traffic Management Plan mitigation measures as outlined in **Appendix B**.	To reduce the impact of construction related vehicles on the road network and improve safety during construction	DoE	During construction
14	Private vehicle	Provide gate at internal road driveway	To prevent unauthorised vehicles from entering the site	DoE	Prior to operation
15	Private vehicle	“No through-road” signage is to be provided at the entrance to the driveway	to warn drivers that the road is to be used by kiss and drop and vehicles associated with the school only	DoE	Prior to operation

Appendix A Transport Working Group meeting minutes

Meeting Notes

Transport Working Group 1

Project/File:	Leppington High School – School Transport Plan 300305561
Date/Time:	11 September 2024
Location:	Online
Next Meeting:	TBA
Attendees:	Kamoru Adetunmbi, SINSW Santi Botros, SINSW Mardi Christian, TSA Riley Michelle Kramer, Camden Council Tom Allen, Camden Council Roy El Kazzi, Camden Council John Broady, Transport for NSW Mathilde Ho, Transport for NSW James Douglas, Transport for NSW Volker Buhl, Stantec Elizabeth Muscat, Stantec Preet Desai, Stantec Emily French, DJRD Architects
Absentees:	Andrew Kyriacou, SINSW
Distribution:	All attendees

Item	Action
Swept path assessment for any roads that would provide access for buses (stage 1 and stage 2) is needed. Splays at intersections may be needed to enable bus turning movements.	• Stantec to include swept-path assessment for bus access in the School Transport Plan (STP) report.
Council raised concern for student drop-offs/ pick-ups occurring on the western side of Rickard Road, causing students to cross the road during the stage 1 2029 scenario.	• Stantec to investigate potential crossing options on Rickard Road and ways to prevent drop-offs/ pick-ups occurring on the western side.
John Broady (Transport for NSW) provided information on future public bus services for 2029 and 2041 time periods. This covered the 840, 841, 861 services, frequencies and route alignment.	• Stantec to discuss further with Transport for NSW Bus Planning team offline to determine how the buses can service the Education Campus.
Camden Council mentioned the following concerns provided by the Leppington Public School Principal: • Current queues lining up to the Leppington train station during pick-up/ drop-off times. • Limited school bus services allocated to the school.	• Stantec to include modelling for kiss and drop queueing in the School Transport Plan (STP) report. • Stantec to investigate how the future public bus services (provided by John Broady) may be used by future students.

Item	Action
Transport for NSW responded that there is limited budget for additional buses. Only shifting of existing bus services can be accommodated.	
TfNSW bus service planning team shared a list of existing services which are planned to be amended before the school opening in 2029 and by 2041.	• Stantec to assess usage of future public bus services in the STP report.

The meeting adjourned at 2pm.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Best regards,

STANTEC AUSTRALIA PTY LTD

Elizabeth Muscat
Senior Transport Planner
Phone: +61 2 626 39477
elizabeth.muscat@stantec.com

Appendix B Preliminary Construction Traffic Management Plan

B.1 Overview

This overview of construction traffic impacts aims to ensure the safety of workers and road users in the vicinity of the construction site. The primary objectives of the Construction Traffic Management Plan (CTMP) include the following:

- To identify the need for adequate and compliant traffic management requirements within the vicinity of the school.
- To ensure continuous, safe and efficient movement of traffic for both the general public and construction vehicles.
- Establishment of a safe pedestrian environment around the site.
- To inform the Contractor and set the ground rules for managing construction traffic associated with the site.

B.2 Consideration of Cumulative Impacts

Leppington HS and the existing Leppington Public School form the Leppington Education Campus, the construction of which must carefully be managed to reduce safety concerns and maintain current and proposed operations at Leppington Public School during construction. The Contractor is therefore required to consider the safety of students attending Leppington Public School during any construction activities and not interrupt established processes such as the kiss and drop activities occurring on Rickard Road.

B.3 Key Objectives

The overall principles of traffic management during the construction activity include:

- Provide an appropriate and convenient environment for pedestrians.
- Minimise the impact on pedestrian movements.
- Maintain appropriate capacity for pedestrians at all times on footpaths around the site.
- Maintain appropriate public transport access.
- Maintain current levels of parking within the precinct.
- Maintain permanent access to/ from the hospital accesses for emergency services.
- Restrict construction vehicle movements to designated routes to/ from the site.
- Manage and control construction vehicle activity around the site.
- Minimise impacts to general traffic in the vicinity of the site.

B.4 Description of Construction Activities

The proposed works includes the construction of a new school for Leppington and Denham Court. The new high school will accommodate up to 1,000 students across 3 new buildings that will comprise 48 permanent teaching spaces (PTS), 3 support teaching spaces (STS), 19 specialist labs/workshops/kitchens and a hall.

B.5 Work Hours

It is anticipated that work associated with the development will generally be carried out between the following hours of construction:

- Monday to Friday 7:00 am and 5:00 pm
- Saturday 8:00 am and 1:00 pm
- Sunday/ public holiday no work.

In addition to regular work hours, there will be occasions where specific out-of-hours work is required. The contractor will be responsible for instructing and controlling all subcontractors regarding the hours of work. Any work outside conducted outside of the approved construction hours would be subject to specific prior approval.

B.6 Construction Worker Parking and Traffic

The number of construction workers is expected to be up to 40 workers during peak construction.

The ultimate construction traffic management plan developed by the contractor is to allow accommodation of construction worker parking within the site. Construction workers will not be permitted to park on local streets.

Given the site's proximity to the Leppington Train Station, workers would be encouraged to use public transport to access the site where practical. During site induction, workers would be informed of the existing bus and train networks servicing the site. Appropriate arrangements should be made for any equipment/ tool storage and drop-off requirements.

Any construction worker arrivals and departures by vehicle would typically be outside of road network peak hours and as such, are unlikely to impact the surrounding road network. The Principal Contractor would be required to outline a schedule of worker start and finish times and demonstrate that this does not have any significant impact on the high school and local traffic activity. It is also expected that the Principal Contractor would be required to implement measures to reduce worker car travel, such as shuttle buses from key transport nodes such as Leppington Station or designated remote pick-up points as necessary.

B.7 Construction Traffic Volumes

The site will have various types of construction vehicles accessing the site. The largest standard construction vehicles regularly accessing the site would include 12.5-metre heavy rigid vehicles. It is likely that a limited number of larger special-purpose vehicles (e.g. floats for plant and equipment, large mobile cranes) will be required, however, these would be subject to a separate oversize and over-mass application process, with an analysis of the specific vehicle access and manoeuvring requirements.

It is expected that for most of the project, no more than 10 heavy vehicles (20 heavy vehicle movements) are expected per day. This is expected to peak at 20 heavy vehicles (40 heavy vehicle movements) during a peak period of two weeks during the delivery of the modular buildings.

B.8 Site Access

Access to the school site during construction will be made at an entry point along Rickard Road, its detailed location is yet to be determined.

To determine the suitability of movement around the vicinity of the site, a swept path assessment will need to be undertaken once the accurate site access point is determined by the contractor. For the purpose of this assessment, it is assumed that vehicles accessing the site will entre via Rickard Road entrance.

As part of the detailed CTMP, a traffic guidance scheme (formerly a traffic control plan) will need to be prepared in accordance with the principles of the Transport for NSW Traffic Control at Work Sites manual. The traffic guidance scheme (TGS) would primarily show where “Trucks” signs would be located at specific locations (such as uncontrolled intersections) along the approved truck routes to warn other road users of the increase in construction vehicle movements.

Figure 5-1: Proposed site access

B.9 On-Street Work Zones

No works zones are proposed at this stage, however, may change subject to the proposed methodology of the appointed contractor.

B.10 Construction vehicle routes

Generally, construction vehicles will have origins and destinations from a wide variety of locations throughout Greater Sydney. However, all construction vehicles will be restricted to the State and Regional Road network where practicable. It is expected that vehicles would approach the site from the Bringelly Road and require the use of Rickard Road to reach the relevant access point

The construction vehicle routes are detailed in Figure 5-2. No queuing or marshalling of construction vehicles will be permitted on public roads.

Ingress Route

- Bringelly Road; Rickard Road

Egress Route

- Rickard Road, Ingleburn Road, Camden Valley Way

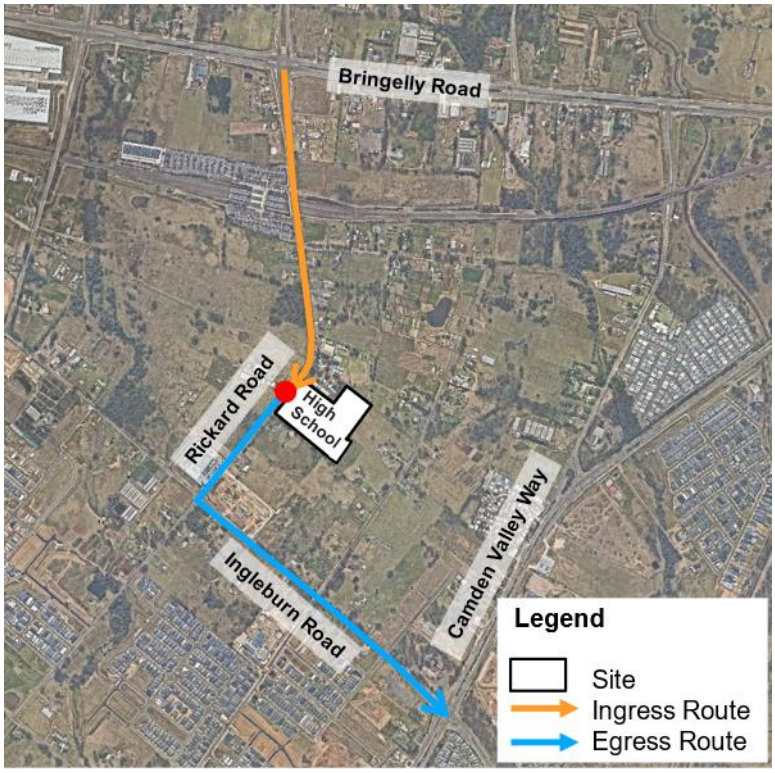


Figure 5-2: Construction vehicle ingress and egress route

B.11 Traffic Guidance Scheme

Detailed information for work site operations is contained in the Traffic Control at Work Sites manual version 6.0 (Transport for NSW, 2020). The control of traffic at work sites must be undertaken with reference to WorkCover requirements and any other Workplace Health and Safety manuals.

The Principal Contractor will be required to provide a Traffic Guidance Scheme (TGS) for the proposed works which will generally consider the following:

- Construction vehicle activity, including the loading/ unloading of trucks to be conducted within the work site.
- Pedestrians and all passing vehicles will maintain priority.
- A clear definition of the work site boundary is to be provided by the erection of site fencing and/ or A and B Class hoardings around the site boundaries.
- All construction vehicle activity will be minimised during peak periods, where possible.

B.12 Pedestrian and Cyclist Management

During the construction period, pedestrian and cyclist movements are to be maintained as much as possible. Where works require the closure of an existing pedestrian route, a suitable alternative is to be provided. Class A hoarding/ ATF fencing would be provided between pedestrian paths and any work site. Where overhead works are occurring, B-Class hoarding will be provided where pedestrian movement is being maintained. It is not expected that cyclist routes will be impacted by the proposed construction works.

B.13 Public Transport

Given the infrequent heavy vehicle movements associated with the construction works, the overall impact on existing public transport services is expected to be negligible. This includes the impact on the identified local area bus services.

B.14 Traffic Movements in Adjoining Areas

No adverse effects are expected from the movement of heavy vehicles through adjacent council areas.

B.15 Mitigation measures

Table 5-2 outlines mitigation measures to potential issues during construction activities.

Table 5-2: Construction traffic management mitigation measures

Issue	Mitigation measure
Construction worker parking accommodated on site	Construction workers should be guided where appropriate parking is available on and around the site on induction, and also be encouraged to use public transport services mainly buses. During site induction, workers would be informed of the

Issue	Mitigation measure
	existing bus networks servicing the site. Appropriate arrangements should be made for any equipment/ tool storage and drop-off requirements.
Construction workers arriving by vehicle	The Principal Contractor would be required to outline a schedule of worker start and finish times and demonstrate that this does not have any significant impact on local traffic activity. It is also expected that the Principal Contractor would be required to implement measures to reduce worker car travel, such as shuttle buses from key transport nodes or designated remote pick-up points as necessary. All arrivals and departures will be limited to construction site operational hours described in Section B.5.
Addition of construction related vehicles to the local transport network	Construction vehicles are advised to follow specified routes outlined in section B.8. The Principal Contractor will be required to provide TGSs for the proposed works. All construction vehicle movements will be limited to site operational hours described in Section B10.
Obstructions to pedestrian and cyclist movements	Where pedestrian or cyclist routes are affected, accredited traffic controllers will be provided to manage the impact and minimise conflict between vehicles and pedestrians or cyclists.
Final CTMP	Prepare a final Construction Traffic Management Plan prior to the commencement of the relevant stage of construction that is generally consistent with the measures outlined in this preliminary Plan.

Appendix C School Transport Plan

C.1 Introduction

This School Transport Plan has been prepared in conjunction with the NSW Department of Education, The TSA (project managers), Camden Council, Transport for NSW, and with reference to the NSW Department of Education Transport Assessment and School Transport Plan Report Guidelines.

This School Transport Plan has been informed by the preceding transport assessment, which comprised of a spatial analysis of student enrolments (2027 enrolment year) and the geographic distribution of students in relation to the school, site investigations, and the setting of base case, moderate and reach travel mode share targets.

While the targets for active and sustainable travel are aspirational, there is an opportunity to shift and shape active and sustainable travel behaviours through the development of Leppington High School. To this end, the plan has been developed with focused and specific actions to increase the rate of use in active travel and public transport options to travel to school. The measures included in the School Transport Plan include:

- Sustainable transport encouragement programs to increase the rate of walking and cycling to school.
- Efforts to increase registration into the School Student Transport Scheme (SSTS), which is used by school bus operators and Transport for NSW to measure the demand for a dedicated school bus.
- Communications program to convey positive road safety messaging and expected standards of behaviour for a kiss and drop near the school.

C.2 Transport Goals

This section of the report utilises the understanding of external transport conditions for Leppington High School identified through the preceding transport assessment and defines the vision and objectives for Leppington High School to be achieved through the School Transport Plan. The vision and objectives provided support the adoption of the ideal transport scenario for which the school should aspire to achieve. This is to be supported through the implementation of measures proposed as part of the Transport Assessment, by following the communications plan to promote the use of active and public transport and through the continuous monitoring of performance in support of the travel coordinator role.

As identified in the report guidelines, the overall vision for the School Transport Plan is to deliver efficient, safe, and sustainable access to school during the planning, construction and operation of school assets. To support this statement, the objectives that support the vision are:

- To proactively identify and meet school travel demand safely, efficiently and sustainably, and to deliver transport infrastructure to meet school travel demand.
- To maximise the use of active and public transport modes to reduce car traffic before and after school day start and end times.
- To decongest the road networks around schools.
- To increase active travel to and from school in a safe transport environment.
- To enhance connectedness to the neighbourhood and community through safe travel to and from school.
- To empower children and young people to be safe road users now and into the future.
- To meet the DoE's duty of care of students which extends beyond the school boundary, if there is a foreseeable risk of injury or harm to students as they travel to and from school.
- To "reduce the administrative burden" on a school principal (managing kiss-and-drop behaviour, parent and community complaints, calling bus companies etc) by reducing the time and effort for schools/principals to coordinate and liaise with council, TfNSW to create a safe, connected transport environment around their school.

C.2.1 Active and Public Transport Mode Share Targets

A range of mode share targets were defined in the preceding Transport Assessment, which comprised of a base case, as well as moderate and reach mode share targets. Based on this assessment, the moderate target has been used for school travel in the short-term, for example, following the completion of the development construction, whilst the reach target is considered to be the upper limit of mode share that can be achieved once catchments and access through the provision of suitable infrastructure are taken into consideration. The resulting mode share targets for active transport and public transport are shown in Table 5-3 and Table 5-4 respectively.

Table 5-3: Active transport mode share targets

Mode Share		
Base Case	**Moderate**	**Reach**
10%	10%	12%

Table 5-4: Public transport mode share targets

Mode Share		
Base Case	**Moderate**	**Reach**
1%	29%	56%

C.3 Policies and Procedures

To enable the success of the School Transport Plan, specific communication expectations can be applied that consider increasing active and public transport use to school; reducing the rates of driving alone and kiss-and-drop to school. The following list indicates a range of transport-based policies that support the implementation of infrastructure improvements at a given school:

- Supporting carpooling amongst students
- Prioritise multi-modal transport access
- Staggered start/end times
- Multiple kiss-and-drop locations
- Remote kiss-and-drop
- Parking allocation and location
- Parking management system operations
- School access policies for access via a pedestrian gate, bicycle cage, driveways and parking at arrival/end times, during oosh, school day and outside hours
- Share our Space.

The transport-related items proposed as part of the site design and TIA recommendations include:

- Proposed intersection treatments at the intersections of Rickard Road/Internal Driveway on southern boundary of the site,
- Proposed new bus stop on western end of Rickard Road for AM period;
- New site entrances into the school; and,
- New secure on-site bicycle and micromobility parking

The policies that are to be considered at Leppington High School, which support the infrastructure and service improvements agreed upon in the transport assessment are discussed in further detail below.

C.4 School Transport Operations

As part of the NSW Department of Education's code of conduct, all personnel have a legal obligation to keep students safe and support their well-being. Student safety is most important around school bell times when the chances of physical harm resulting from accidents are increased. The appropriate management of school transport operations should be considered a high priority for the school, which falls under their duty of care. The school's duty of care is supported by a four-step process, as shown in Figure 5-3.

To support the Duty of Care Process shown in Figure 5-3, Table 5-5 details the aspects under the four headers that need to be considered by the school in managing risk and improving the overall safety and well-being of students. Further information in support of this can be found on the NSW Department of Education website.

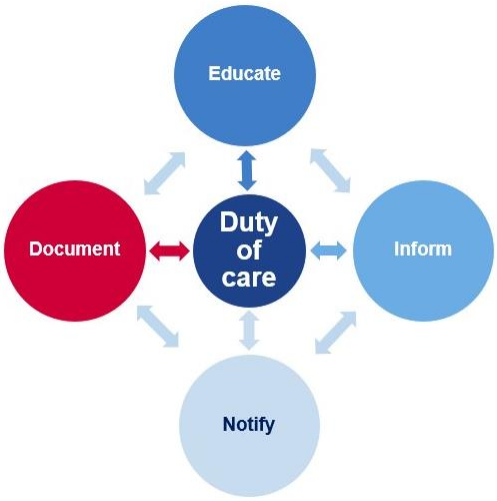


Figure 5-3: Managing a Schools Duty of Care and Road Safety Process

Table 5-5: Managing a school's duty of care and road safety

Managing a school's duty of care and road safety
Educate
Which student groups need to be educated about road safety concerns? • Individual or small groups of students? • Year/stage group of students? • The whole school? How will road safety education be made relevant? This can be achieved through: • Localised, school-specific teaching and learning activities • Identified outcomes • A strengths'-based approach?
Inform
Which parents/carers need informing about the road safety concern? The parents of: • Individual or small groups of students • A year/stage group of students • All students? How will it be communicated? • Social media (Facebook, school apps, Twitter, Instagram, TikTok) • Newsletters • School website • Enrolment pack information, • Orientation day • School noticeboard sign, email

Notify

If emergency services assistance is required, call them before calling the WHS Incident Report and Support Hotline.

All WHS related incidents and injuries, including a near miss, must be reported in line with Incident Notification & Response Procedures. This includes any non-workplace incident that impacts students, staff and the school community, e.g. travel to/from school

Situations that have the potential to cause injury to an employee, student, member of the community, volunteer, or contractor should also be reported to the Incident Report and Support Hotline. This includes non-workplace situations, e.g. travel to/from school

It is valuable to report all concerns to:

- Highlight that a risk exists
- Contribute to managing your duty of care
- Get the concern noted so appropriate support and corrective actions can be initiated to prevent further incidents
- Build a data profile that Health and Safety, and School Infrastructure NSW Directorates can use to bring about change for your school.

Who needs notifying if student/s are unsafe road users, or the infrastructure is unsupportive of a safe school site or school zone:

- Parents/carers
- Internally: school staff, P & C, school WHS Committee, WHS Advisor, WHS Incident Hotline, Assets Management Unit, local Director Educational Leadership, local Road Safety Education Officer
- Externally: Council Road Safety Officer or general manager, Transport for NSW, police highway patrol/liaison officer, council parking rangers, bus operator

Notifications can either be made by phone call, face-to-face informal discussion/formal meeting, email, formal letters, Snap send solve app

Document

Who will document, record and track the actions?

- Class teachers, SASS staff, and school executives will be responsible for reporting these actions.

The school principal will be responsible for managing these actions

C.4.1 Day-to-Day School Operations

Table 5-6 details transport site access that is active during day-to-day school operations. For this, appropriate measures will be considered to support student safety.

Table 5-6: Day-to-day school operations

	On-site	Adjacent-to-site	Management measures
Site entries, pedestrian and vehicle	Y	Y	Y
Kiss-and-drop including Assisted School Transport Program	Y	Y	Y
Buses	N	Y	N
Parking incl carpool, carshare pod	Y	Y	Y
Deliveries and service vehicles	Y	N	Y

The following measures have been taken from the NSW Government website for managing school road safety. These measures will need to be implemented to appropriately manage student safety regarding the day-to-day school operations site access:

- Regularly review the school site entry and exit risk management plan.
- Use various communication strategies to inform parents and carers about safe road user behaviours on site and in the school zone.
- Update casual teachers about student arrival and departure procedures.
- Assist students entering and exiting the school safely.
- Where applicable, liaising with the School Crossing Supervisor and/or the Assisted School Travel Program providers on effective management.
- Use various communication strategies to inform parents and carers about safe road user behaviours onsite and in school zones
- Update casual teachers about student arrival and departure procedures
- Assist vulnerable students to allow them to enter and exit the school safely
- Label, number or colour code access points for easier reference and recognition by students, families and staff, eg. pedestrian entry and exits, kiss and drop area, bus travellers, cyclists, etc.
- Spread the arrival and departure of students and families across different pick-up and drop-off accesses to reduce congestion in any one spot, either on or off-site
- Use signage, social media, school website, note home or assemblies to inform students, families, staff and visitors of changes to entry and exit or pick up and drop off arrangements such as construction on site or in the school zone; hazards (fallen trees, power lines, floods); delays to public transport and school buses.

Running in parallel to these measures, parents will be encouraged to:

- Walk their children to school, where possible.
- If driving is unavoidable, park away from the school and walk with their children or drop off their independent children to walk the rest of the way to increase physical and mental health and help reduce traffic congestion around the school site.
- Remind staff to maintain their own safety to reduce their risk of trips, slips and falls when supervising students at kiss and drop zones. For example:
    - Remain behind the school fence or well away from the edge of the footpath.
    - Do not stand on the road between vehicles (to avoid crush injury).
    - Wear a high-visibility jacket when in or near to the traffic environment
    - Ask drivers to wait until the child is properly buckled up, if the child can do it themselves, before driving off.
    - Remind teachers and other school staff they are not permitted to operate as a School Crossing Supervisor and control traffic. They can assist students cross the road when it is safe to cross.

C.4.2 Event Transport Operations for Share our Space, Hall Hire and Excursions

An Out-of-Hours Event Management Plan will be required to support the opening of facilities to the community should Leppington High School wish to do so.

C.4.3 Sample Transport Encouragement Programs

There are a range of measures which can be implemented by the school, to encourage safe and sustainable transport access to and from the school. A summary of the measures which can be implemented at Leppington High School is highlighted below.

C.4.4 School Student Transport Scheme (SSTS)

The School Student Transport Scheme provides eligible school students with free or subsidised travel on public transport to and from school and is dependent on where students reside and the availability of public transport. If a student doesn't qualify for free school travel, they may be able to buy a School Term Bus Pass for discounted travel on buses between home and school. Further information on this scheme can be found on the TfNSW website.

C.4.5 Ride to School Day

National Ride2School Day is an annual event that encourages students to ride into school. It provides students with the opportunity to trial cycling into school, which can further increase uptake in the future. Further measures can be provided during Ride2School day such as free breakfasts and bike tuning to encourage a greater number of participants.

C.5 Communication Plan

The communications plan provides a range of initiatives and actions, including some to be completed and implemented before the opening of the new school buildings, that will help to achieve the mode share targets and reduce the overall car travel associated with the school. Unless explicitly stated as a 'reach' scenario intervention/initiative, all proposals included have been developed to achieve the 'moderate' scenario mode share targets.

These actions need to be reviewed regularly, at least annually, to review actions and refine them as the school community needs may change over time.

C.5.1 Channels

All communications will be promoted through the appropriate channels used by the school, to help target the widest audience possible. The recommended channels have been provided in Table 5-7 below.

C.5.2 Messages

The following communications plan has been co-designed and developed across a number of School Transport Plans. The communications plan provides a guide for some of the messages that the School Principal and current staff involved with sustainable transport initiatives will communicate to promote the uptake of walking, cycling and public transport to school.

Table 5-7: Sustainable travel communications plan

What	When	Which Channel	To Whom
Share the vision and targets for the number of students targeted to walk, ride or take public transport to school.	Before school opens and periodically throughout the year	Social Media School website Email newsletters	Staff, parents, and students
Share the walking, cycling, train and bus transport options to travel to the schools, drawing from the TAG. Note: Public school websites have standardised transport information available to parents and students.	On the school website at all times	Social Media School website Email newsletters	Staff, parents, and students
Promote and encourage students to use discounted or free travel by signing up to the SSTS to encourage use of public transport as a sustainable travel option.	Regular periodic updates, including at the start of each term	Social Media Newsletters	Students and parents
Promote and encourage participation in National Ride2School Day.	Prior to the annual event in March.	Social Media	Staff, parents, and students
Promote Walk Safely to School Day.	Prior to the annual event in May	Social Media	Staff, students and parents (targeted at primary school)

What	When	Which Channel	To Whom
Materials available at www.walk.com.au			
Communicate the expected standards of behaviour for Kiss n Drop and Road Safety	Regularly, multiple times each term	Social Media	Students and parents
Conduct discussions with Road Safety officers and School Principals about the access and operations at the Kiss and Drop zone.	Before school opens and periodically throughout the year	School website School Noticeboards	Students and parents
Communicate links to NSW Department of Education Road Safety Website, which is typically included in all public-school websites.	Regularly, multiple times each term	School website Social Media	Students and parents
Communicate road safety education YouTube video links including: Safety – Link School Zone – Link School Crossings – Link	Regularly, multiple times each term	School website Social Media	Students and parents
Communicate external resources supplied by groups such as Bicycle NSW to help reduce barriers to cycling	Regularly, multiple times each term	School website Social Media	Students and parents
Communicate regarding the availability of vouchers which can be applied for through the NSW Government Active Kids Program. Which includes vouchers for sports and recreation purposes up to the value of $50 per child.	Before school opens and periodically throughout the year	Online school communication channels (e.g. Facebook page, newsletters)	Staff, parents, and students

C.5.3 Travel Access Guide

A Travel Access Guide (TAG) provides suggested safe and accessible options for travelling to school. The guide provides advice on safe access initiatives, site access, public transport use, bicycle parking and much more. A TAG will need to be produced as part of the school reopening to provide students with information relevant to:

- Ped scooter parking
- Bicycle parking
- Carpool parking
- Parking management
- End-of-trip facilities (staff)
- Flexible and reconfigurable spaces
- Provision of bubblers and taps to encourage water drinking and less waste
- Remote kiss-and-drop

The TAG will also provide supportive measures and messages that can be communicated to parents and carers which help encourage changes in attitude towards forms of transport mode choice. The following are examples of messages which can be used to achieve this:

- Get involved in using active and public transport to school with your student
- Help your student practice the active and public transport they are learning (try for part trip or whole trip)
- Speak to staff and government transport stakeholders about travel to school programs and infrastructure
- Use active and public transport from school drop-off to work
- Report transport issues as the concern arises (eg Send Snap Solve app, Council@ email, phone number)
- Improved quality of life (increased healthy lifestyles, well-being, physical activity)
- Life-long learning opportunities
    - Transport as a learning and resilience-building opportunity
    - Additional learning opportunities
    - Educational opportunities for parents and the community
    - Joint/community use for transport programs

C.5.4 Data Collections and Monitoring

For the School Transport Plan to be effective it must be reviewed on a regular basis. It is important to ensure that the School Transport Plan is meeting its objectives and having the intended impact on car use and transport choices for the school's staff and students. The School Transport Plan will be reviewed on an annual basis with staff and student travel surveys. The School Transport Plan will be updated and changed to reflect changing circumstances and local context/ facilities.

C.5.5 Data Collection

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

C.5.6 Ongoing Feedback Framework

The School Principal or staff will manage the ongoing feedback framework to continuously improve the oversight of sustainable travel outcomes for Leppington High School in concert with relevant school stakeholders. This will include activities such as:

- Reviewing the adequacy of bicycle racks required periodically.
- Observing road safety activity outside the school grounds to identify any improvements required.
- Observing how pathways are being used, or whether pathway design is inadequate or in the wrong location (for example if 'goat tracks' are worn through particular areas, should a request to Council be put in to improve the pathway in future works programs.
- Observing the operation of any future school buses and the drop-off/pick-up facilities for any potential safety concerns. Make recommendations up to Transport for NSW, Camden Council, and the bus operator accordingly.
- Liaising with the Camden Council Road Safety Officer concerning the management of parking behaviours around the school.
- Responding to any other feedback from Transport for NSW, Camden Council, Police, Residents, Teachers, Parents or Students that might arise from time to time.

C.5.7 Program Evaluation

The School Principal or staff will manage the ongoing feedback framework to continuously improve the oversight of sustainable travel outcomes for Leppington High School in concert with relevant school stakeholders. This will include activities such as:

- Reviewing the adequacy of bicycle racks required periodically.
- Surveying the uptake of the Travel Access Guide
- Observing road safety activity outside the school grounds to identify any improvements required.
- Observing how pathways are being used, or whether pathway design is inadequate or in the wrong location (for example if 'goat tracks' are worn through particular areas, should a request to Council be put in to improve the pathway in future works programs.
- Observing the operation of any future school buses and the drop-off/pick-up facilities for any potential safety concerns. Make recommendations up to Transport for NSW, Camden Council, and the bus operator accordingly.
- What gaps are present in sharing the knowledge and schemes for encouraging the uptake of sustainable transport.
- Liaising with the Camden Council Road Safety Officer concerning the management of parking behaviour around the school.
- Responding to any other feedback from Transport for NSW, Camden Council, Police, Residents, Teachers, Parents or Students that might arise from time to time.
- Determining whether the mode share targets set are too ambitious and if they should be more specific and targeted.

C.5.8 Reporting Findings

Findings are to be reported back to the working groups detailed in the following chapter. Findings are to be presented by linking back to the communications plan and governance arrangements discussed. The reporting process will provide the results of the monitoring process with DoE, Camden Council, and TfNSW to demonstrate the effectiveness of the School Transport Plan approach in order to expand, revise, strengthen or improve the use of this tool across the portfolio transport programs (report to DoE, TfNSW). Points of feedback can address issues such as:

- Adopting or revising programs to increase sustainable transport use (school)
- Installing additional infrastructure to accommodate sustainable transport demand (school, council and/ or state government)
- Web tools or apps that enable the school community to report transport issues / missing links (Send Snap Solve or Social PinPoint)

C.6 Governance Framework

To capitalise on the potential of the School Transport Plan, ongoing engagement with transport stakeholders is required. On-going engagement with internal and external stakeholder groups will be required with the groups detailed in Table 5-8.

Table 5-8: Internal and external stakeholders

<table>
<tr><th>Internal working group</th><th colspan="3">External working group</th></tr>
<tr><td rowspan="3">A working group with school leadership, Road Safety Education Officer, students, teachers, parents/carers and neighbours.</td><td colspan="3">A working group with school leadership, state government agencies and local government</td></tr>
<tr><td>TfNSW</td><td>Camden Council</td><td>DoE / Other</td></tr>
<tr><td>• Active Travel to Schools
• Bus Service Planning
• Bus contract manager
• Assisted School Transport Program
• Subsidised School Transport Scheme</td><td>• Manager, Transport Planning
• Active Travel
• Road Safety Officer
• LGA Travel Coordinator
• Sustainability</td><td>• Travel Coordinator
• Principal
• Road Safety Education Officer
• AMU representative
• Private bus operator</td></tr>
</table>

C.7 Travel Coordinator

A Travel Coordinator is required for the duration of construction and the first year of post-occupancy, whilst transport programs must be implemented to achieve travel behaviour change. The role will initially be funded by the project during delivery. After year 1, subsequent arrangements for the carriage of this role will need to be arranged between DoE and TfNSW.

The Department of Education and the School Principal will progress the appointment of a Travel Coordinator for Leppington High School. This includes determining the role and procuring a contractor, or other to promote, coordinate and monitor the implementation of the sustainable travel initiatives. The role of the Travel Coordinator will be enforced until one year after the completion of the upgrade works.

The Travel Coordinator will be responsible for implementing the actions shown in Table 5-9. The actions provide the means to encourage sustainable transport options at Leppington High School and will need to be reviewed regularly, at least annually, to review the actions and refine them as the school community needs may change over time.

Table 5-9: Transport encouragement programs

Strategy	Action	Target Audience	Timeframe	Responsibility
Enabling active travel through resourcing				
Walk Safely to School Day	Promote and take part in 'Walk Safely to School Day'. Further information: www.walk.com.au	Staff and primary school students	Annually	Travel Coordinator
School Student Transport Scheme (SSTS)	Promote this scheme among the school community. Applications to the SSTS, for subsidised school term bus pass (students living beyond 2.9 km walking distance from the school), are used as an indicator for demand for dedicated school buses by Transport for NSW. Therefore, an uplift in applications to the scheme is needed to support the continued provision of school buses to help achieve the school travel targets.	Parents and students (both schools)	Annually	Travel Coordinator
Year 6 transport options promotion	Promote and communicate the range of transport options available to Year 6 students as they progress to Camden High School in the following year	Parents and high school students	Term 4 annually	Travel Coordinator
Reduce car travel				
Communications Plan	Discuss and refine the Communications Plans and key messages with the School Principals and TfNSW to encourage a higher usage of non-private vehicle modes from staff, parents and students.	Staff, parents and students (both schools)	In 2027 and then annually	Travel Coordinator
Staff car-pooling	Establish and organise a car-pooling scheme that enables staff to share their car trip to the school with more than one person in the car, reducing cars travelling to the school.	All staff (both schools)	In 2027 and ongoing	Travel Coordinator
Parking management plan	Liaise with the Principal and Camden Council to develop policies to manage the demand for staff parking using the on-site spaces and on-street parking in the surrounding streets if required.	All staff (both schools)	In 2027 and ongoing	Travel Coordinator and Camden Council
Additional Actions				
Inspire the school community towards using active and public transport to travel to school	Communicate to Staff and Students key messages to promote sustainable travel including targets and actions outlined in the School Transport Plan in the Communications Plan.	Staff, students and parents (both schools)	Per communication plan	Travel Coordinator to prepare messaging for the School Principals to send out

Travel Access Guide (TAG)	Distribute a travel access guide and publish on the school website and other school communication mediums so that it is easy to understand the options to travel to school using active modes or public transport.	Staff, students and parents (both schools)	Per communication plan	Travel Coordinator to prepare for the School Principals to send out
Other incentives for staff to use active and public transport	Propose and discuss the following initiatives with the School Principal to consider and implement: • Pre-loaded Opal cards during orientation. • School-subsidised panniers or backpacks for staff committed to active travel. • Salary sacrifice options for purchases of bikes or other micro-mobility options. • Time in staff meetings to share tips and support for staff wanting to start cycling. • Wayfinding at the school with directions to the End of Trip facilities. A role for a school sustainable travel champion that focuses on modelling the desired behaviours and positive communication around active and public transport.	Staff at both schools	Start in Term1 following occupancy and continue throughout the school year	Travel Coordinator
Travel Surveys for staff and students	• Use travel surveys to be issued to staff and students to obtain workforce data analysis (including staff residential postcodes) to identify changes to the actual staff/student travel origin and destination patterns, to inform strategies that help to reduce car parking demand for staff and students to get to and from the site. An example of a travel survey from NSW Gov is included in Appendix A. Collaborate with the School Principal on the method and timing to circulate the travel surveys to staff and students as appropriate.	Staff, students and parents (both schools)	Start in Term1 following occupancy and continue throughout the school year	Travel Coordinator

C.8 Internal School Working Group

The Internal School Working Group is to be formed with the school community before construction commencement. This group is to be a sounding board for the Travel Coordinator and school leadership. The Road Safety Education Officer, AMU and WHS are to make up the core participants of this group.

C.9 External Transport Working Group

The external Transport Working Group is to follow on from the Transport Working Group formed in Consultation Stream 2 of this Plan, during the transport options development phase of the Transport Assessment. The Department of Education and the Travel Coordinator will identify and advance relationships with these stakeholders including Council, bus operators and TfNSW – to govern transport issues and opportunities during the implementation of the Travel Plan. If this group already exists due to a previous DoE project, amend the Terms of Reference to include this school project. Feedback during the external working group will highlight:

- If students are spilling out onto the road, new footpaths or pedestrian crossings required
- If road safety issues are raised by parents or staff, a Road Safety audit may be required to address issues
- If buses are turning away students because the buses are full, ie new bus services are required

Document arrangements for this group are to include:

- Meeting regularly ie monthly / quarterly.
- Confirm annual travel demand changes (year 7 starting, and year 12 graduating).
- Report transport usage.
- Inform updates to the School Transport Plan.
- Seek funding for reported missing links or operational issues.

Collaborative response to key issues.

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