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Transport Planning, Traffic Impact Assessments, Road Safety Audits, Expert Witness

13 March 2020

Reference: 190842.01FA

Skylife Coward Pty Ltd

Attention: Sam Yasseen

SUPPLEMENTARY TRAFFIC AND PARKING ADVICE OF PROPOSED COMMERCIAL + RETAIL DEVELOPMENT AT 253 COWARD STREET, MASCOT

Dear Sam,

Reference is made to your request to provide supplementary traffic and parking advice for the Proposed Commercial + Retail Development at 253 Coward Street, Mascot in response to the comments made by Bayside Council's Traffic Advisory Committee, which are reproduced in **Annexure A** for reference. The following items have been addressed below:

- 1) Workplace Travel Plan and Plan of Management;
- 2) Further justification of parking rates;
- 3) Comparison assessment of transport mode analysis;
- 4) Cumulative Traffic Impact Assessment;
- 5) Headroom and Vertical Clearance Testing;
- 6) Service Vehicle Parking Requirement
- 7) Compliance review of update plans.

1 Workplace Travel Plan and Plan of Management

A Workplace Travel Plan (WTP), including a Travel Access Guide (TAG), has been developed for the proposed development and is reproduced in **Annexure B**. This workplace travel plan has been designed with reference to the following objectives:

- To encourage staff to cycle or walk to work;
- To encourage staff to use public transport;
- To promote car sharing or carpooling;
- To promote convenient and efficient end of journey facilities for users of active transport modes.

2 Car Parking Requirements

2.1 Derivation of Requirement

The Botany Bay Council *Development Control Plan Section 3A Car Parking* provides the following objective:

O1 To minimise car parking in areas which have good access to public transport to promote sustainable transport;

In consideration of this, a parking assessment was conducted for the proposed development within *McLaren Traffic Engineering's (MTE) Traffic and Parking Impact Assessment* dated 9 August 2019, reference: 190362.01FB. The report concluded that an acceptable parking rate for the proposed development is 1 space per 80m² GFA for office use and 1 space per 40m² GFA for retail use on the bases that:

- The site is in close proximity to the Mascot Town Centre Precinct and is closer to Mascot Train Station than some of the sites within the bounds of that Precinct.
- Development within the Mascot Town Centre Precinct is required to provide parking at the rates of 1 space per 80m² for office and 1 space per 60m² for commercial and retail development;
- A comparison to parking rates in other Strategic Centres in Sydney demonstrates that a 1 space per 80m² rate is reasonable.

In addition, it is relevant to note that the *Mascot Town Centre Precinct Transport Management and Accessibility Plan* (Mascot TMAP) which outlines a package of transport measures applicable to the Mascot Town Centre Precinct includes suggested parking rates, as extracted below:

Table 7: Recommended Package of Measures

Car parking provision for new developments

Reduction in parking provision rates for residential and commercial developments in the TMAP Study Area to the following:

- + Office Development of 1/80m² GFA (maximum)
- + Commercial Development of 1/80m² GFA (maximum)
- + Retail Development of 1/80m² GFA (maximum)

In view of the above, it is evident that the car parking rates proposed are consistent with the requirements of Bayside Council's DCP, commensurate with those applied in other similar areas of Sydney and similar to or more conservative than the recommendations provided to Bayside Council by their consultants.

2.2 Resulting Car Parking Requirements

As outlined within **MTE's** *Traffic and Parking Impact Assessment*, the proposed parking rates have been applied to the proposed development, with requirements presented in **Table 1** accordingly.

TABLE 1: REASONABLE PARKING RATES

Land Use	Type	Scale	Rate	Parking Required
Commercial	Office	14,672m ² GFA	1 per 80m ² GFA	183.4
Retail	Shop	962m ² GFA	1 per 40m ² GFA	24.05
TOTAL				208 (207.45)

Application of the above rates requires a total of **208** car parking spaces. The proposed plans detail a total of **253** car parking spaces, exceeding the expected parking demand of the proposed development. It is further noted that the parking allocation of the proposed **253** spaces and the resulting equivalent parking rates for each use are as presented in **Table 2**.

TABLE 2: APPLIED PARKING RATES

Land Use	Type	Percentage of Total Parking	Parking Provided	Scale	Equivalent Parking Rate
Commercial	Office	90%	228	14,672m ² GFA	1 per 64.35m ²
Retail	Shop	10%	25	962m ² GFA	1 per 38.48m ²

As shown in **Table 2**, the effective parking rates for each use are higher than the likely demands of each land use as were presented previously in **Table 1**. As such, the proposed parking quantum is expected to adequately meet the parking needs of the proposed development.

3 Comparison Assessment of Transport Mode Analysis

It is not feasible to undertake surveys of the staff of other existing office workplaces within Mascot due to access and privacy concerns, however in lieu of this information it is reasonable to rely on government published statistics. The workplace travel mode data included in the most recent 2016 Census has been examined for the Mascot-Eastlakes SA2 (Statistical Area Level 2) area, with the results illustrated in **Figure 1**.

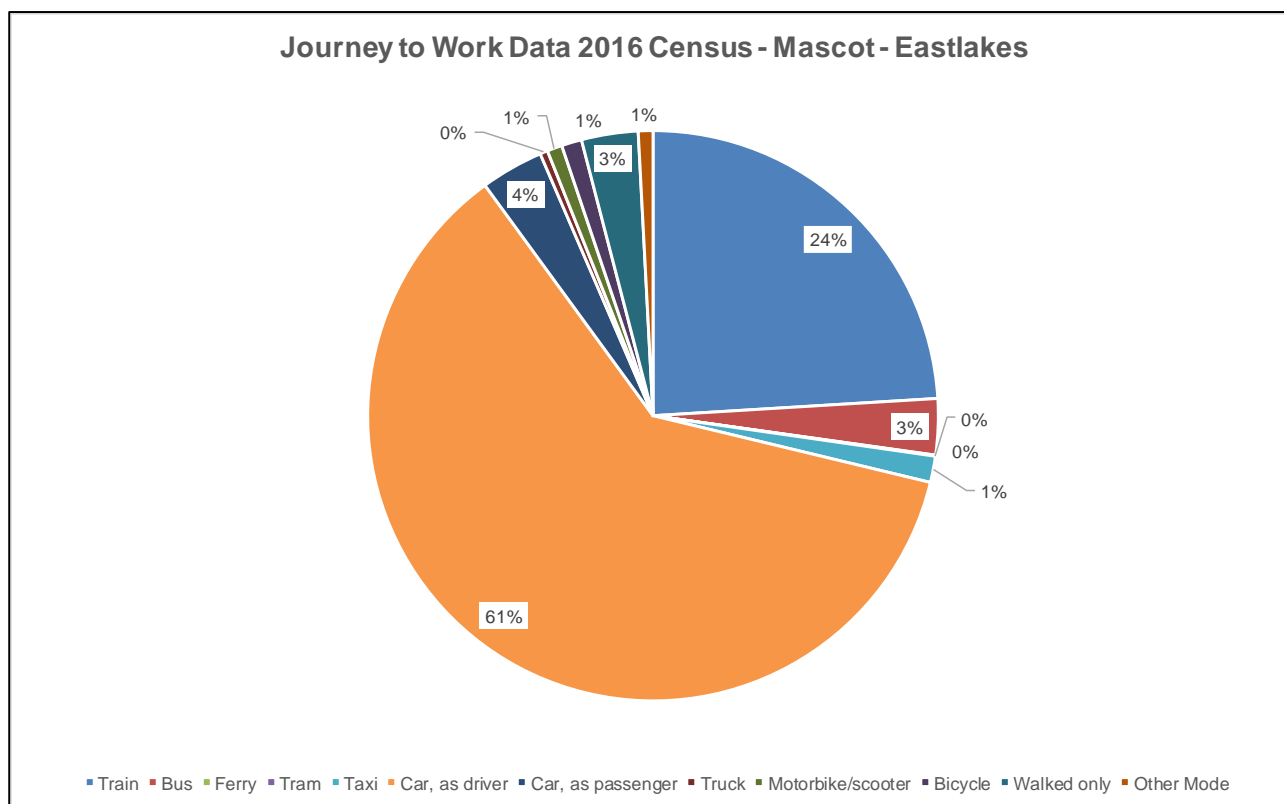


FIGURE 1: 2016 CENSUS JOURNEY TO WORK DATA

As shown, throughout the SA2 there is a high uptake of alternative transport usage, with only 65% seen to travel by car and 61% as a car driver. These results are expected to be conservative given that the SA2 includes a significant area that is not in close proximity to a train station.

To encourage the use of public transport, the workplace travel plan, as found in **Annexure B**, identifies strategies and methods of which to promote active and public transport travel modes to office workers within the proposal. Further, it provides transport targets and milestones for management to attempt to meet moving forward.

As such, the transport mode analysis is not a necessary requirement for the development, with the workplace travel plan to aid in reducing the number of private vehicle trips and promote the use of public and active transport modes to the proposed development.

4 Cumulative Traffic Impact Assessment

This issue is addressed within **MTE's Letter of Objection** dated 12 March 2020, reference 190842.02FA. It is **MTE's** view that a cumulative assessment is not the responsibility of the applicant of a development but rather the responsibility of Council.

5 Headroom and Vertical Clearance Testing

The vertical clearance within the ground floor is 4m minimum in all areas accessible by the design loading vehicles. All deliveries, waste collection and servicing are to be undertaken from the proposed loading bays. Access to the building is to be restricted to a maximum of 4m high trucks and is to be managed under a Loading Dock Management Plan (LDMP) which can be required as part of a consent. The LDMP is to be implemented by building management and used by all tenants within the premises. Further, "4m Low Clearance" signage is to be placed at the entry of the building to ensure vehicles higher do not enter.

It is also noted that the two (2) proposed van service / loading bays have been converted to two (2) service bays, each able to accommodate a 6.4m length Small Rigid Vehicle (SRV). This increases the loading capacity of the site. It is noted that service vans will be able to use vacant car parking spaces in the basement if the four (4) designated loading bays are in use.

6 Service Vehicle Parking Requirement

Council have requested that three (3) 8.8m Medium Rigid Vehicle (MRV) service bays be provided for the proposed development. As detailed in the DA Traffic and Parking Impact Assessment the site can be adequately serviced by two (2) MRV service bays and two (2) dedicated courier vehicle loading bays. In any case, the site has included an additional two (2) 6.4m Small Rigid Vehicle (SRV) service bays resulting in a total of two (2) MRV and two (2) SRV service bays. If required, additional service spaces dedicated to courier vans can be provided within the basement level car park.

7 Compliance Review of Updated Plans

The updated plans as reproduced in **Annexure A** detail the use of convex mirrors within the car parking areas, placed to assist and increase driver sightlines particularly around corners and along the ramps. It is noted that *Figure 3.3 of AS2890.1:2004* is achieved at the access driveway.

Please contact Mr Matthew Elyard or the undersigned should you require further information or assistance.

Yours faithfully,

M^cLaren Traffic Engineering



Tom Steal

Senior Traffic Engineer

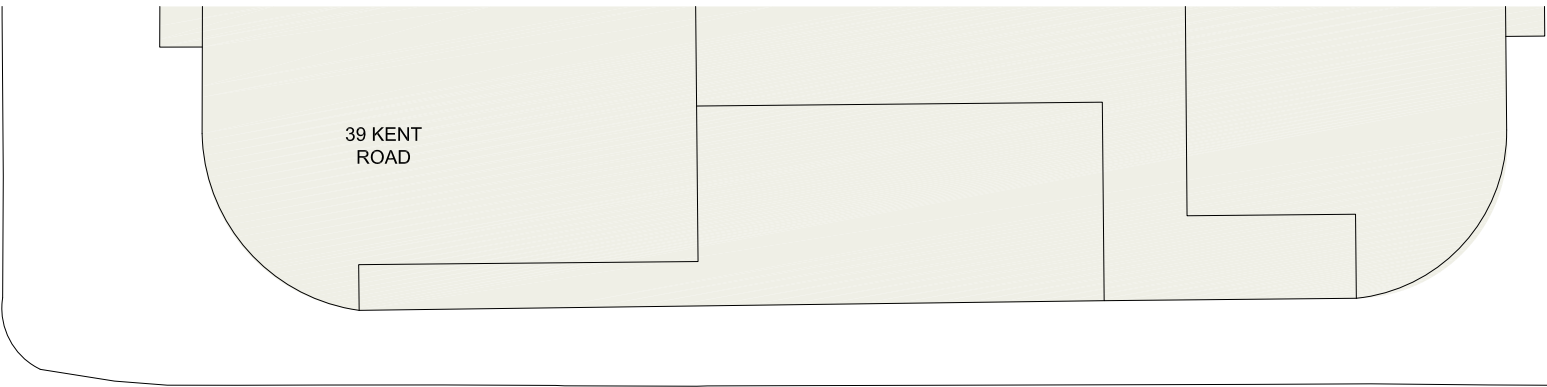
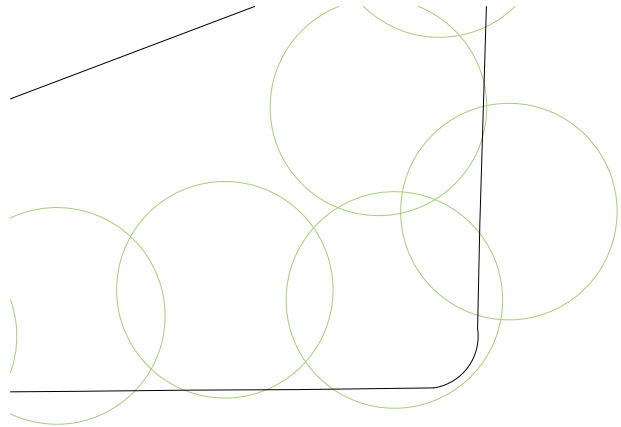
BE Civil AMAITPM MIEAust

RMS Accredited Level 1 Road Safety Auditor

RMS Accredited Work Zone Traffic Management Plan Designer and Inspector



**ANNEXURE A: PROPOSED PLANS
(6 SHEETS)**

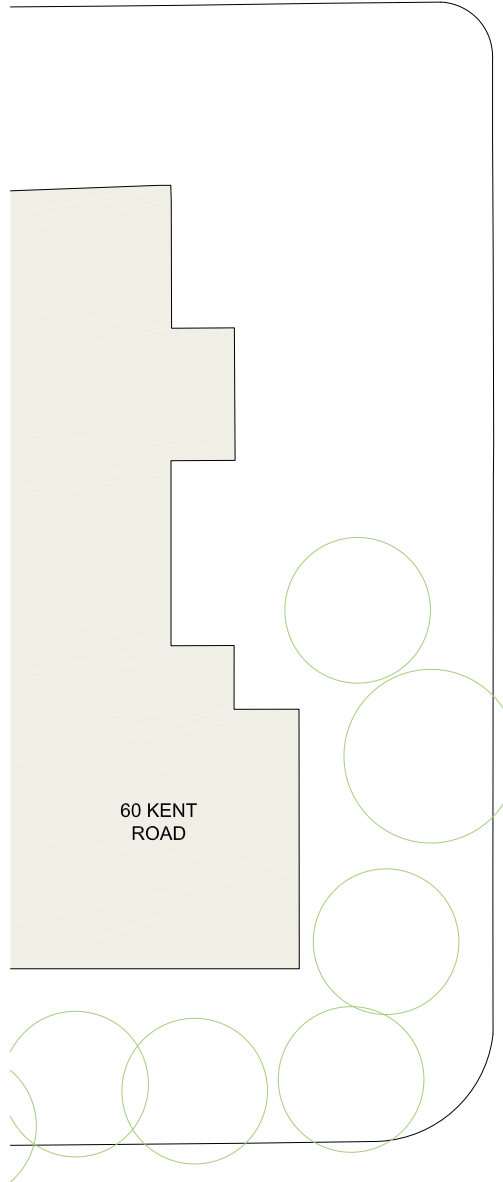


Check all dimensions and site conditions prior to commencement of any work, the purchase or ordering of any materials, fittings, plant, services or equipment and the preparation of shop drawings and/or the fabrication of any components.

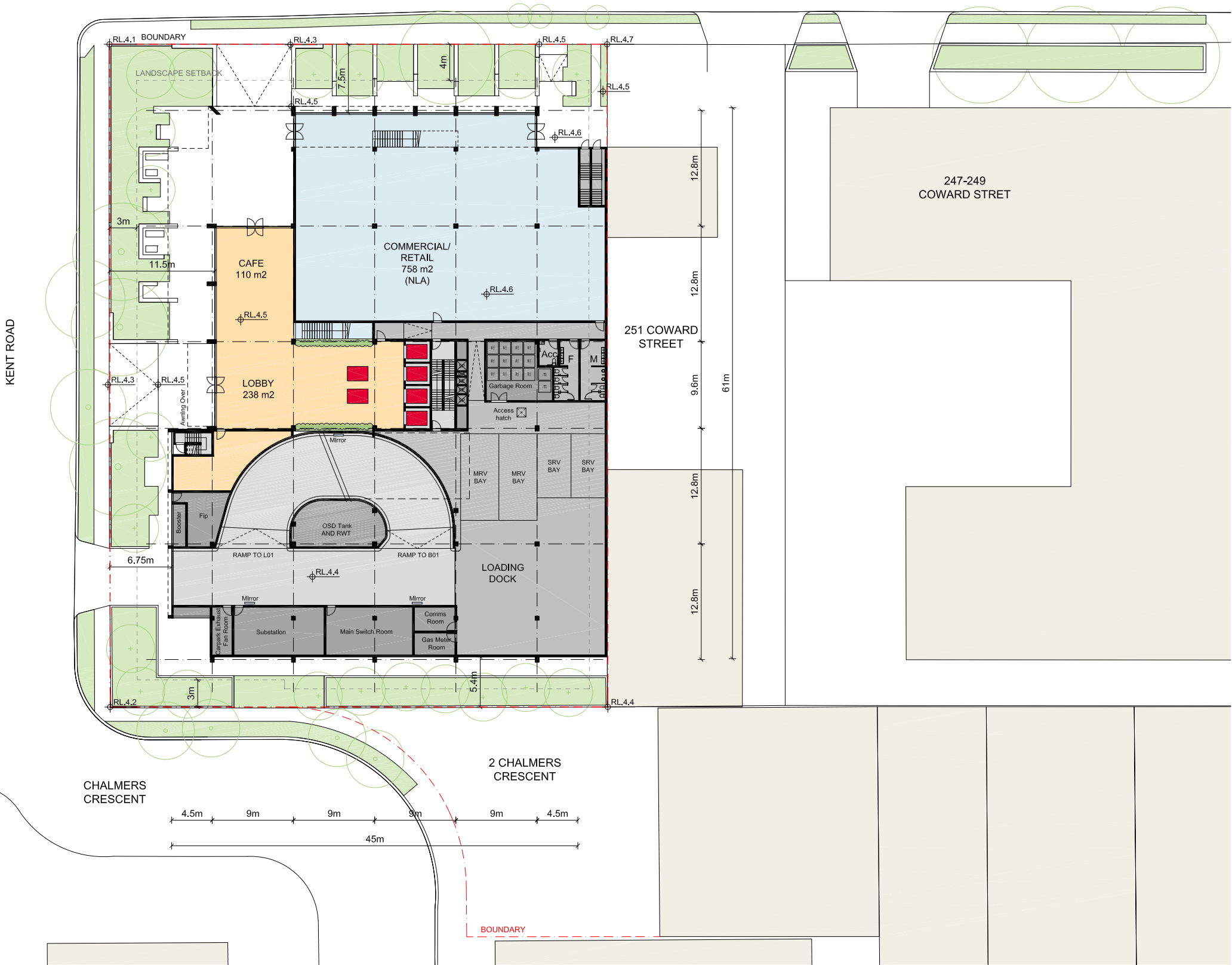
All drawings to be read in conjunction with all architectural documents and all other consultants documents.

Do not scale drawings - refer to figured dimensions only. Any discrepancies shall immediately be referred to the architect for clarification.

All drawings may not be reproduced or distributed without prior permission from the architect.



COWARD STREET



A	13.03.20 Landscape updated	TF	JS
Revision	Date	Description	Initial

253 Coward Street Mascot

Ground Level Floor Plan

Scale	1:250 @ A1 / 1:500 @ A3
Drawn	FLB
Project No.	S12325
Status	Development Application
Plot Date	12/3/2020 2:19 PM
Plot File	S:\12300-12399\S12325_Podla_253CowardStMascot\70_CAD\... ...fote\DA\A03.000.dwg
Drawing No.	[Revision]

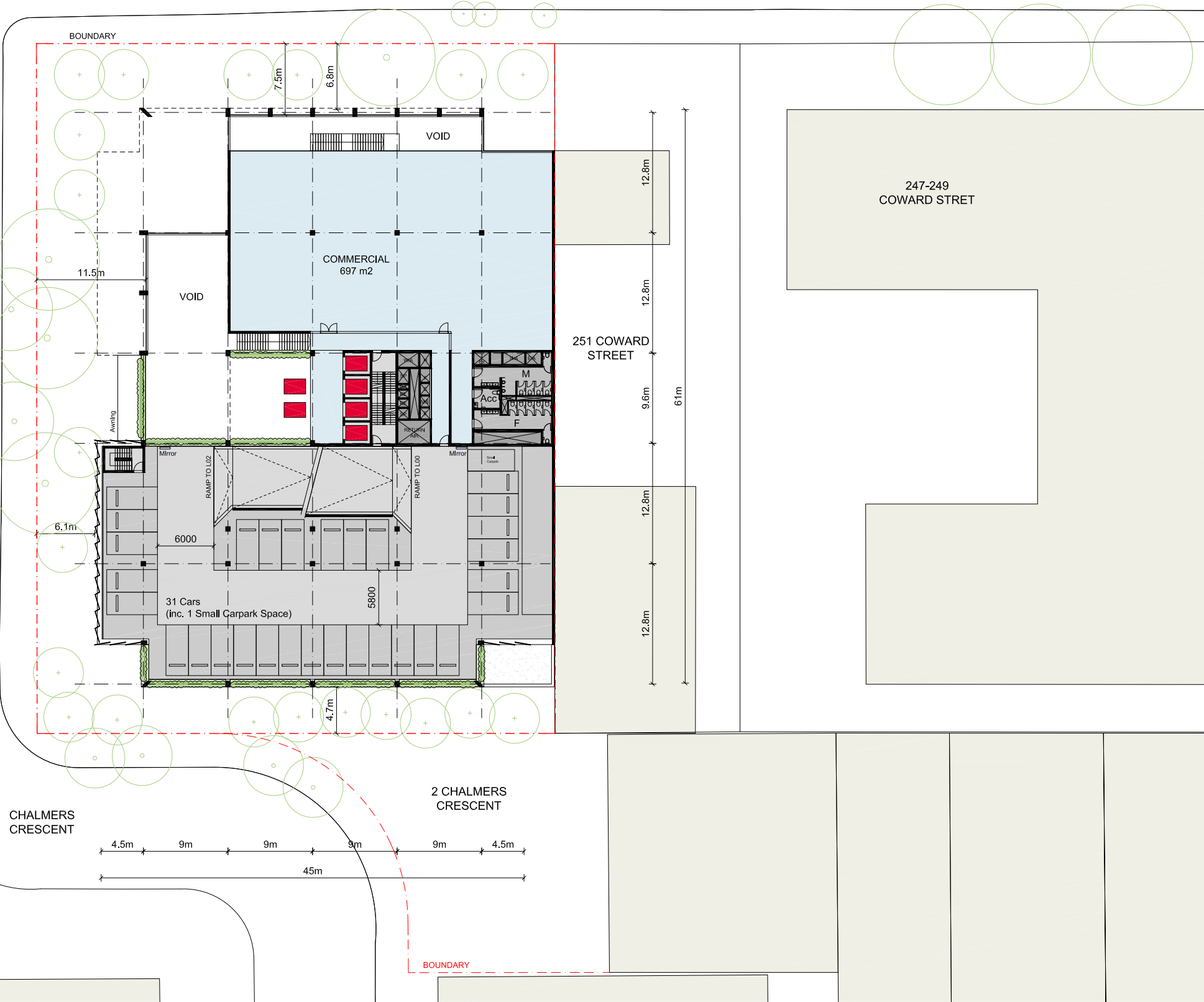
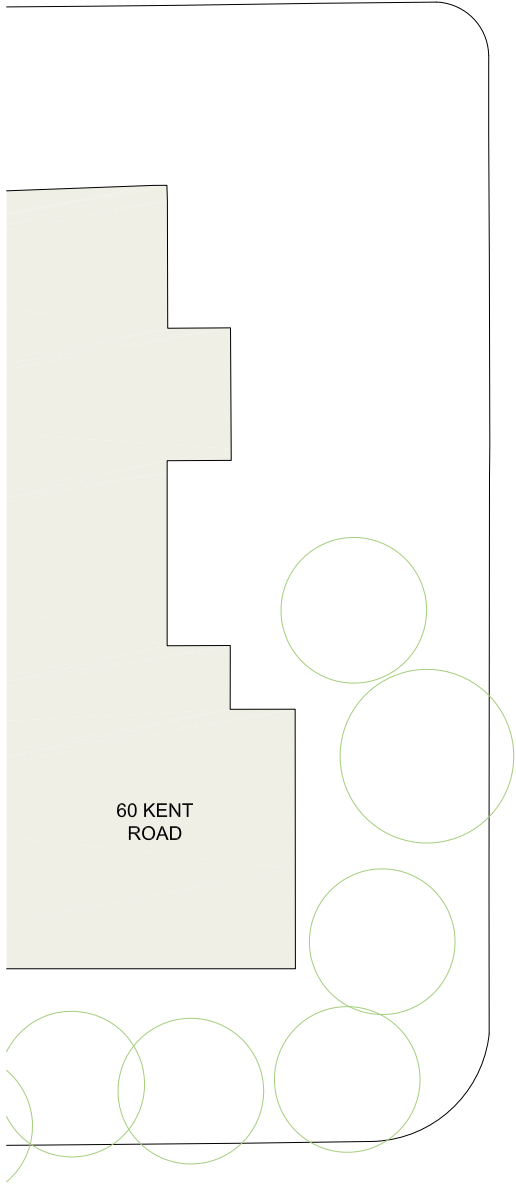
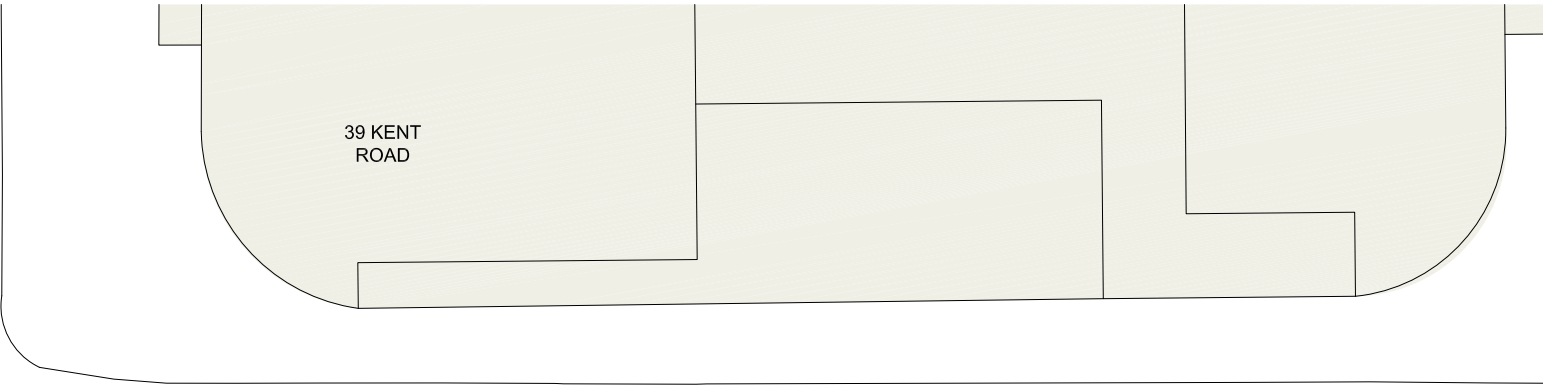
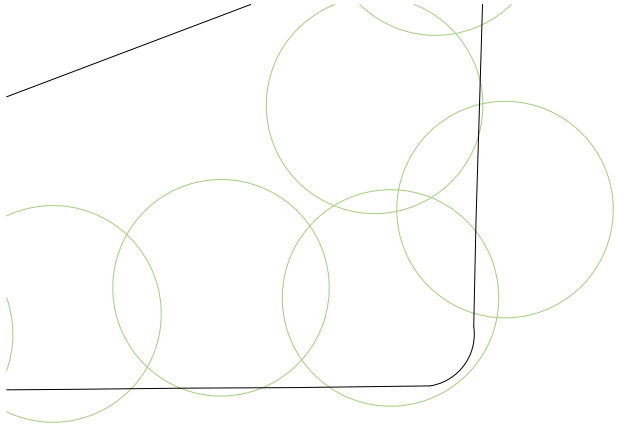
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A	13.03.20 Core reconfigured	TF	JS
Revision	Date	Description	Initial

253 Coward Street Mascot

Level 01 Floor Plan

Scale	1:250 @ A1 / 1:500 @ A3
Drawn	FLB
Project No.	S12325
Status	Development Application
Plot Date	12/3/2020 2:20 PM
Plot File	S:\12300-12399\S12325_Pods\253CowardSMascot70_CAD\P... ...1csts\DA\A03.001.dwg
Drawing No.	[Revision]

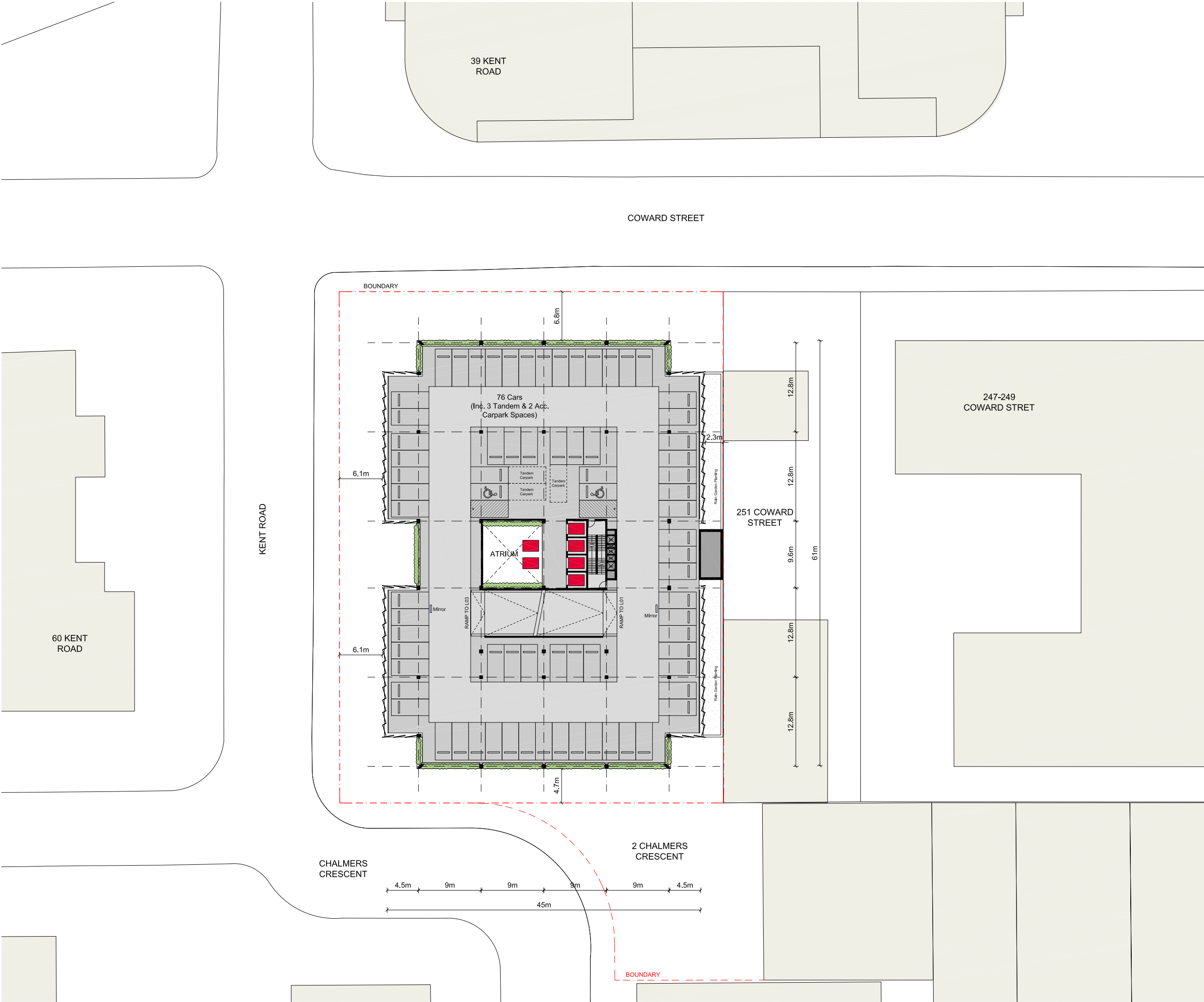
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A	13.03.20 Mirrors added	TF	JS
Revision	Date	Description	Initial Checked

253 Coward Street
Mascot

Level 02 Floor Plan



Scale	1:250 @ A1 / 1:500 @ A3		
Drawn	FLB	Checked	JS
Project No.	S12325		
Status	Development Application		
Plot Date	12/3/2020 2:41 PM		
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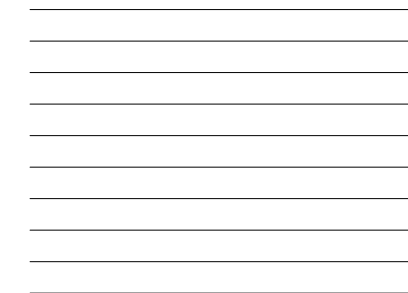
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253 Coward Street
Mascot
Level 03 Floor Plan

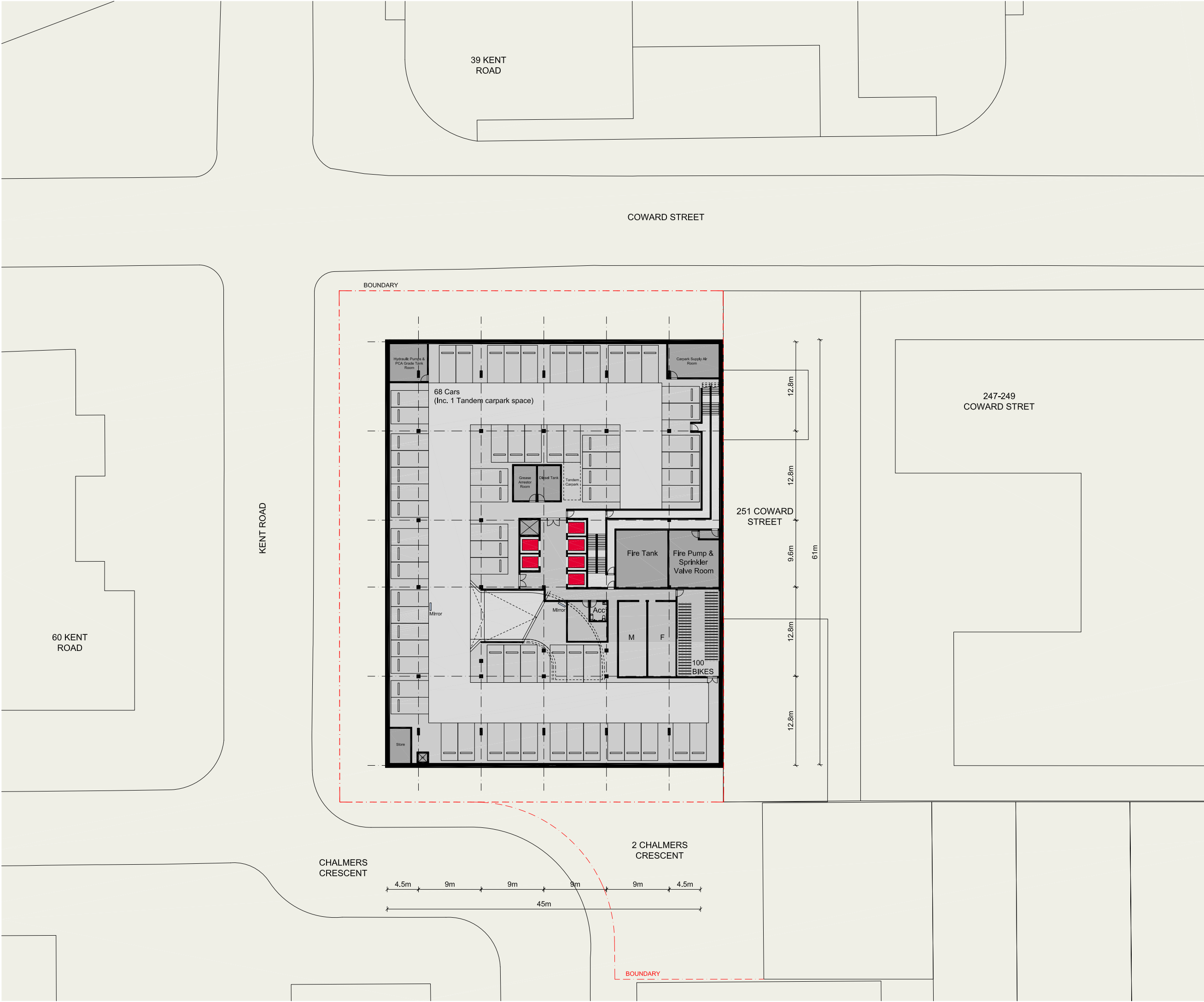


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A	13.03.20 Mirrors added	TF	JS
Revision	Date	Description	Initial Checked

253 Coward Street
Mascot

Basement 01 Floor Plan



Scale	1:250 @ A1 / 1:500 @ A3		
Drawn	FLB	Checked	JS
Project No.	S12325		
Status	Development Application		
Plot Date	13/3/2020 5:19 PM		
Plot File	S:\12300 - 12399\S12325_Podla_253CowardSMascot\70_CAD\P... ...fote\DA\A03.B01.dwg		
Drawing No.	[Revision]		

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Level	Function	AHD	Height	GBA	Commercial GFA	Commercial / Retail GFA	Lobby GFA	NLA	Cars Standard	Cars Small	Cars Tandem	Bikes
B01	Carparking / EOT	1.4	3.1	2,978					67		1	100
Ground	Lobby / Loading	4.5	4.5	2,580		962	231	868				
Level 1	Carparking / Co working	9	3.8	2,177	833			697	30	1		
Level 2	Carparking	12.8	3.8	2,511					73		3	
Level 3	Carparking	16.6	3.8	2,511					75		3	
Level 4	Office	20.4	3.8	2,511	2,364			2,308				
Level 5	Office	24.2	3.8	2,464	2,295			2,234				
Level 6	Office	28	3.8	2,464	2,295			2,234				
Level 7	Office	31.8	3.8	2,464	2,295			2,234				
Level 8	Office	35.6	3.8	2,464	2,295			2,234				
Level 9	Office	39.4	3.8	2,464	2,295			2,234				
Level 10	Plant	43.2	5.1									
Top of Plant/Lift over run		48.3										
Total					14672	962	231		245	1	7	100

Total
FSR

43.8

15,865
3.92

15,043

253

A	13.03.20	Core reconfigured	TF	JS
Revision	Date	Description	Initial	Checked

253 Coward Street
Mascot

Area Schedule

Scale	-
Drawn	FLB
Project No.	S12325
Status	Development Application
Plot Date	10/3/2020 11:43 AM
Plot File	S:\12300-12399\S12325_Podla_253CowardStMascot\70_CAD\... %ots\DA\A11.001.dwg
Drawing No.	[Revision]

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ANNEXURE B: WORKPLACE TRAVEL PLAN

**WORKPLACE TRAVEL PLAN
FOR THE
PROPOSED RETAIL + COMMERCIAL
DEVELOPMENT
AT
253 COWARD STREET, MASCOT**

Prepared By:



1 Introduction

McLaren Traffic Engineering (MTE) was commissioned by *Skylife* to provide a Workplace Travel Plan (WTP) for the proposed Retail + Commercial Development at 253 Coward Street, Mascot.

1.1 Development Characteristics and Approvals

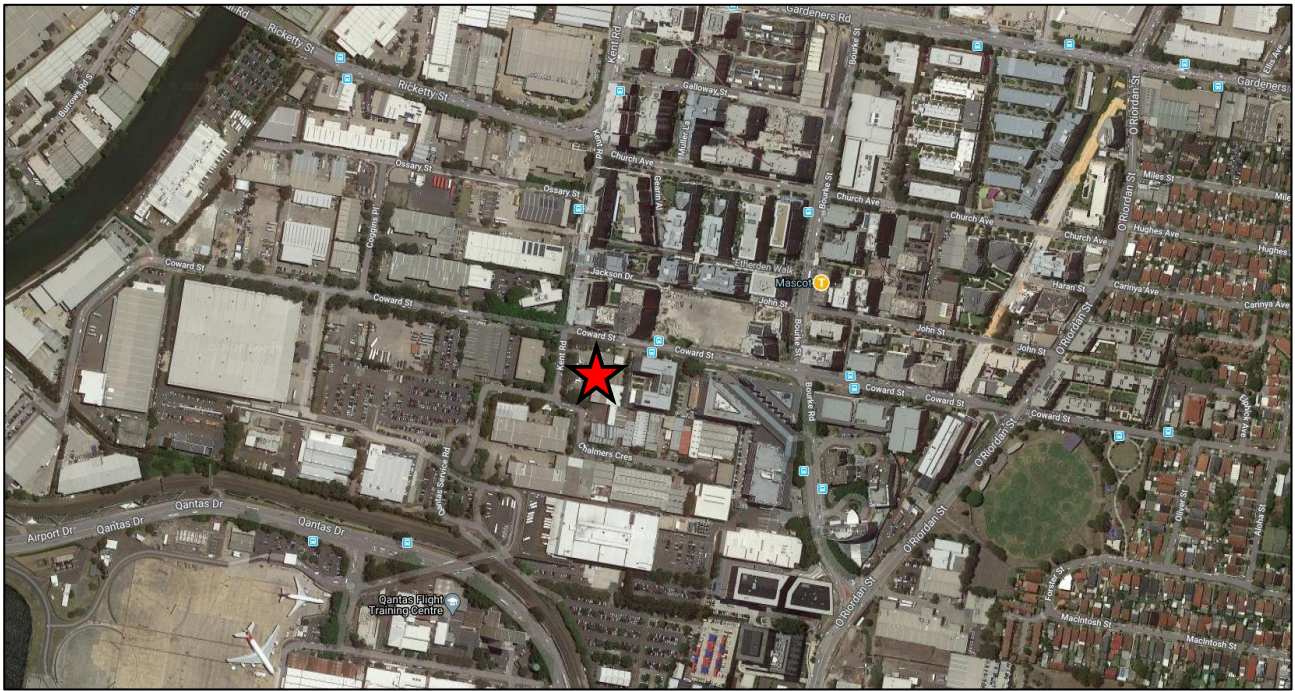
This Workplace Travel Plan (WTP) has been prepared to support the Development Application for the proposed office and retail project and outlines:

- The alternative transport options available to staff of and visitors to the development;
- Suggested initiatives to increase the use of alternative transport modes, thereby reducing private car travel;
- Sustainable transport targets and milestones and methods to measure and report on transport behaviour over time.

The development to which this WTP applies has the following characteristics:

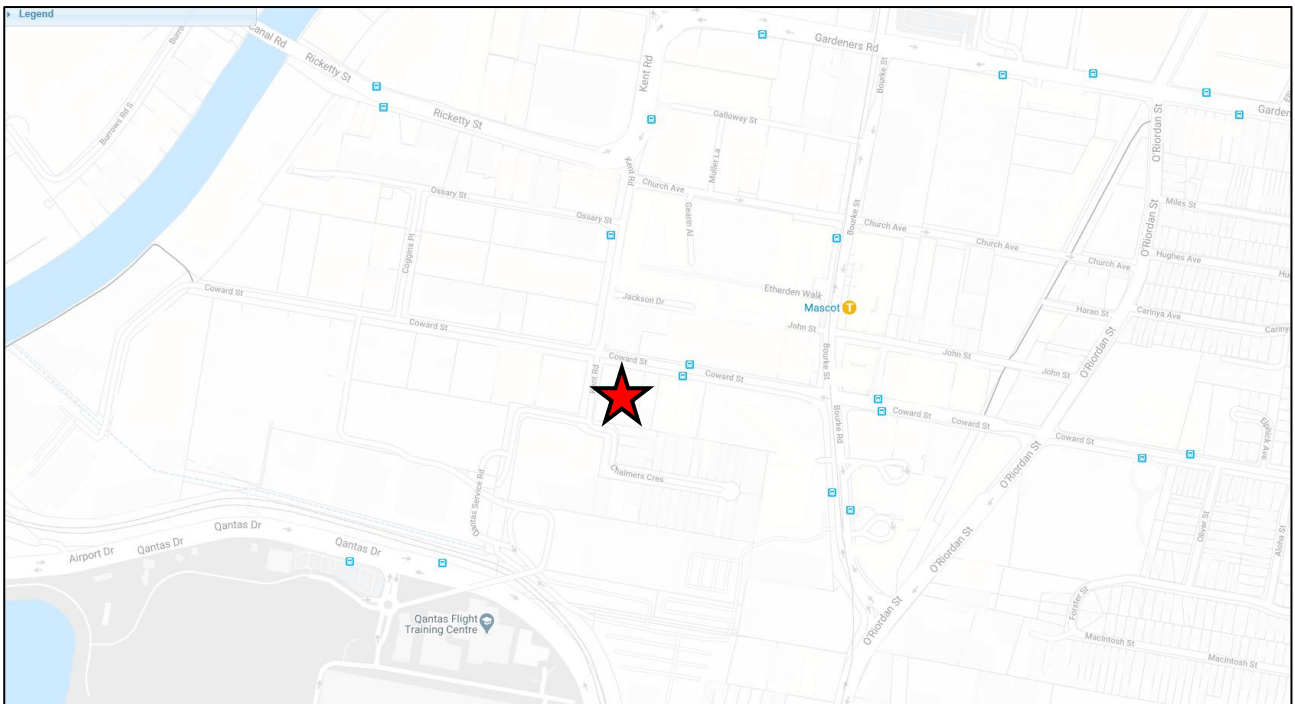
- 962m² GFA retail/commercial area, including a café;
- 14,672m² GFA commercial area.

The proposed development is located on a rectangular shaped site bounded by Coward Street to the north, Kent Road to the west and Chalmers Crescent to the south. Mascot Train Station is located 450m walking distance to the northeast. The location of the site is shown in **Figure 1** and **Figure 2** respectively.



 Site Location

FIGURE 1: SITE CONTEXT – AERIAL PHOTO



 Site Location

FIGURE 2: SITE CONTEXT – STREET MAP

1.2 References

A number of sources have been consulted to inform the preparation of this report including:

- NSW State Government Long Term Transport Master Plan;
- NSW Journey to Work Data from the NSW Bureau of Transport Statistics;
- ABS Census Data;
- Mascot Town Centre Precinct Transport Management and Accessibility Plan;
- NSW Premier's Council for Active Living Workplace Travel Plan Guidance April 2010;
- Public Transport or Private Vehicle: Factors That Impact on Mode Choice, Grace Corpuz (Transport Data Centre, New South Wales Ministry of Transport);
- Previous Traffic and Parking Impact Assessments and Traffic Management and Accessibility Plan completed by M^CLaren Traffic Engineering.

2 Existing Alternate Transport Facilities

2.1 Public Transport – Train Services

The subject site has access to Mascot Train Station located approximately 450m walking distance to the northeast of the site, servicing the T8 – Airport and South Line. This train service provides a direct link between Macarthur, Campbelltown, Revesby, Sydenham and Central (Sydney CBD). The train service has the following characteristics:

- Arriving / Departing at Mascot Station:
 - One (1) service every 3-10 minutes from the city during the weekday AM peak period;
 - One (1) service every 3-15 minutes from the suburbs during the weekday AM peak period;
 - One (1) service every 7-8 minutes to the city during the weekday PM peak period;
 - One (1) service every 3-10 minutes to the suburbs during the weekday PM peak period;
 - Provides a total of 18 services to the city and 18 services to the suburbs between 7:00am and 9:00am on weekdays;
 - Provides a total of 16 services to the city and 19 services to the suburbs between 4:00pm and 6:00pm on weekdays.

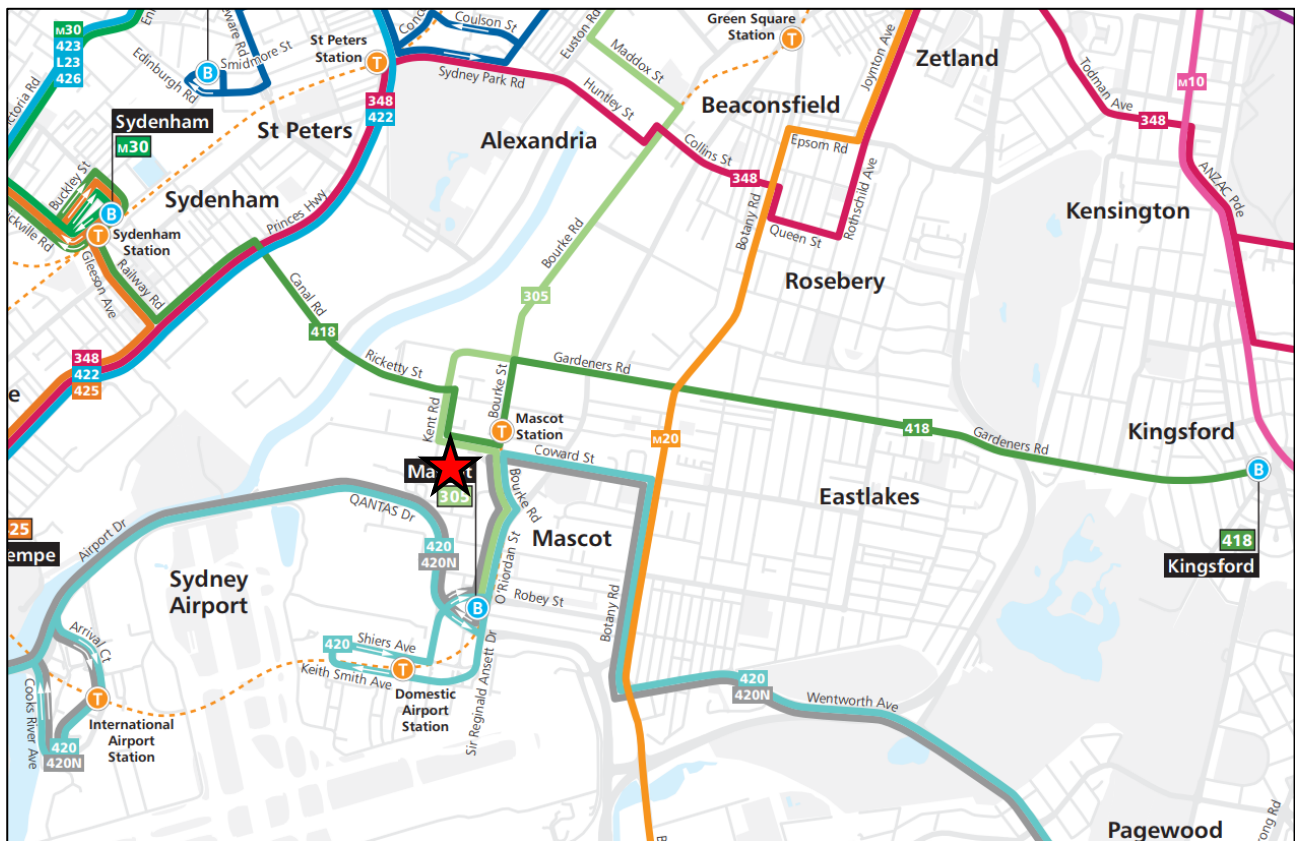
2.2 Public Transport - Bus Services

The subject site has access to an existing bus stop (ID: 202059) located approximately 160m walking distance to the east of the site on south side Coward Street, servicing buses travelling westbound. The closest bus stop (ID:202060) to the subject site providing services eastbound is located approximately 170m walking distance to the east from the site on the north side Coward Street.

The bus stops service the following routes, provided by Transit Systems and contain the following characteristics:

- Route 305 – Mascot Stamford Hotel to Redfern;
 - Provides one (1) service every 30 minutes between 6:07am and 8:37am from Redfern to Mascot;
 - Provides one (1) service every 30 minutes between 2:40pm and 5:43pm from Mascot to Redfern;
 - No services are provided between Mascot and Redfern in the AM peak;
 - No services are provided between Redfern and Mascot in the PM peak;
 - No services are provided in either direction before, between or after the AM and PM peak periods or on weekends/public holidays;
 - Provides a total of six (6) services between 6:07am and 8:37am in the AM peak period;
 - Provides a total of seven (7) services between 2:40pm and 5:43pm in the PM peak period.
- Route 418 – Kingsford to Burwood via Mascot, Sydenham and Dulwich Hill:
 - Provides one (1) service approximately every 15-20 minutes eastbound and every 15-20 minutes westbound in the morning peak period;
 - Provides one (1) service approximately every 15-20 minutes eastbound and every 15-20 minutes westbound in the evening peak period;
 - Provides a total of 45 services between the hours of 5:40am and 11:00pm eastbound and 47 services between the hours of 5:47am and 11:30pm westbound on weekdays;
 - Provides a total of 36 services eastbound and 36 services westbound on Saturdays;
 - Provides a total of 39 services northbound and 39 services westbound on Sundays and public holidays.

The sites location subject to the surrounding public transport network is shown in **Figure 3** below.



Site Location

FIGURE 3: PUBLIC TRANSPORT NETWORK MAP

The bus routes above provide direct access to Redfern Station, Sydenham Station, Dulwich Hill and Burwood which all contain a train station with direct access to the Sydney CBD and outer Sydney suburban areas. Further, access is provided to Kingsford providing access to the Eastern Suburbs.

2.3 Active Transport - Cycling

The subject site is surrounded by several designated and shared cycle paths. Cycle paths encourage individuals to utilise bicycles as a mode of travel, reducing motor vehicle congestion and overall motor vehicle usage. The location and the nature of the cycle facilities within close proximity of the site are detailed below:

- Coward Street:
 - Off-road shared pedestrian / cycle path (eastbound and westbound) provided along the southern side of Coward Street between Alexandria Canal and O’Riordan Street;
 - On-road line-marked cycle lane adjacent to the traffic lane provided in both directions between O’Riordan Street and Maloney Street;
 - Signalised pedestrian / cycle crossing approximately 150m to the west of Bourke Street providing access to a shared pedestrian / cycle path along the northern side of Coward Street to Bourke Street;

- Bourke Street:
 - Off-road dedicated cycle path (northbound and southbound) along the western side of the carriageway between Coward Street and Church Avenue, separated from vehicular traffic by a concrete median;
 - Off-road shared pedestrian / cycle path (northbound and southbound) along the eastern side of the road between Church Avenue and Gardeners Road;
 - Off-road shared pedestrian / cycle path (northbound and southbound) along the western side of the road for approximately 100m from Gardeners Road;
 - Off road dedicated cycle path (northbound and southbound) along the western side of the road from 100m from Gardeners Road to Wyndham Street (Green Square).
- Airport Drive:
 - Off-road shared pedestrian / cycle path (northbound and southbound) adjacent to Airport Drive, generally separated from vehicular traffic by a steel crash barrier;
 - Connects to Coward Street via a shared pedestrian / cycle path following Alexandra Canal;
 - Provides access to cycle routes through Tempe, Wolli Creek and Arncliffe.

Cycling facilities are abundant within close proximity to the site. These cycling paths provide access to the Sydney CBD, Eastern Suburbs and provide a link to suburbs to the south and west of the Airport. This provides direct access to the proposed development for locals in all directions. The location of the site relative to the surrounding cycling routes is depicted in **Figure 4**.

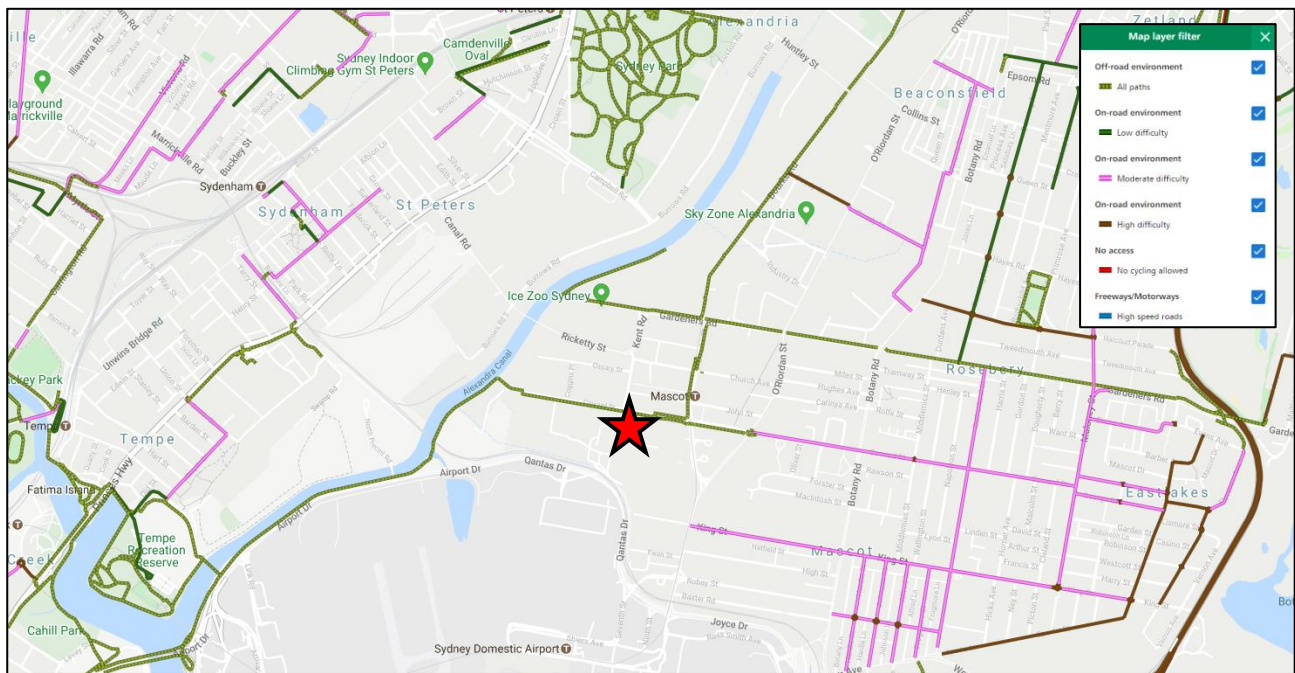


FIGURE 4: SITE CONTEXT – CYCLING ROUTES

2.4 Active Transport - Walking

Pedestrian walking facilities are abundant within close proximity to the site. Specific details of the walking facilities are provided below:

- Coward Street:
 - Formalised pedestrian footpath provided along both sides of the street;
- Kent Road:
 - Formalised pedestrian footpath provided along both sides of the street;
- Bourke Street:
 - Formalised pedestrian footpath provided along both sides of the street;
- Etherden Walk:
 - Pedestrian only walkway, linking Kent Road and Bourke Street.

There are numerous existing pedestrian walking facilities that have been provided by the council within close proximity of the site. Employees and patrons may utilise these facilities to reduce the number of vehicles driven.

3 Objectives

Alternative modes of transport including walking, cycling and public transport quantifiably promote positive transport and health outcomes. The NSW State Government *Long Term Transport Master Plan* emphasises the importance of alternative transport options in the growth of Greater Metropolitan Sydney. Locally, Bayside City Council provides a number of objectives related to sustainable transport options in the adopted *Botany Bay Development Control Plan 2013*, including:

9A.1.3 General Objectives

O9 To encourage increased use of public transport, walking and cycling and reduce reliance on cars.

This Workplace Travel Plan has been constructed to advise the staff of the proposed development of sustainable and alternative transport options, with the overall objective to shift travel from private cars to active or public transport options, with the following positive implications:

- Reduced parking demand and occupancy;
- Reduced traffic congestion and trip duration;
- High benefit to cost (BCR) ratio;
- Positive health outcomes from walking and cycling;
- Improved air quality and reduced per-capita emissions.

4 Implementation

4.1 Management and Authority

The distribution and implementation of the measures detailed in this Workplace Travel Plan is the responsibility of the management body of the proposed office development and then handed down to management of individual businesses (i.e. occupiers of the office or retail premises). Accordingly, authority is provided to the management body of the proposed office development to implement measures, review the plan and undertake further relevant and appropriate actions.

4.2 Distribution

The proposed office development management body will be responsible to inform and provide access to the Workplace Travel Plan for all staff and visitors to the site. The Workplace Travel Plan will be made available on any community website related to the development and posted in community areas on-site. The body will make the WTP available to all new owners and tenants of the development.

4.3 Ongoing Implementation

To ensure the continued effectiveness of the Workplace Travel Plan, all new staff and new business tenants will be provided with the Workplace Travel Plan, together with regular reminders and encouragement to utilise alternative transport modes.

5 Alternative Transport Strategy

5.1 Timeframe

This Workplace Travel Plan will apply from the issue of the Occupation Certificate for the office and retail component of the development.

5.2 Existing Transport Use

To establish a baseline measure of commuter transport mode split surrounding the site, reference is made to the Australian Bureau of Statistics (ABS) 2016 Census which provides a summary of travel modes for persons commuting to the Mascot- Eastlakes Statistical Area 2 area. Mascot commuter travel mode data has been extracted from the ABS website as shown in **Figure 5**.

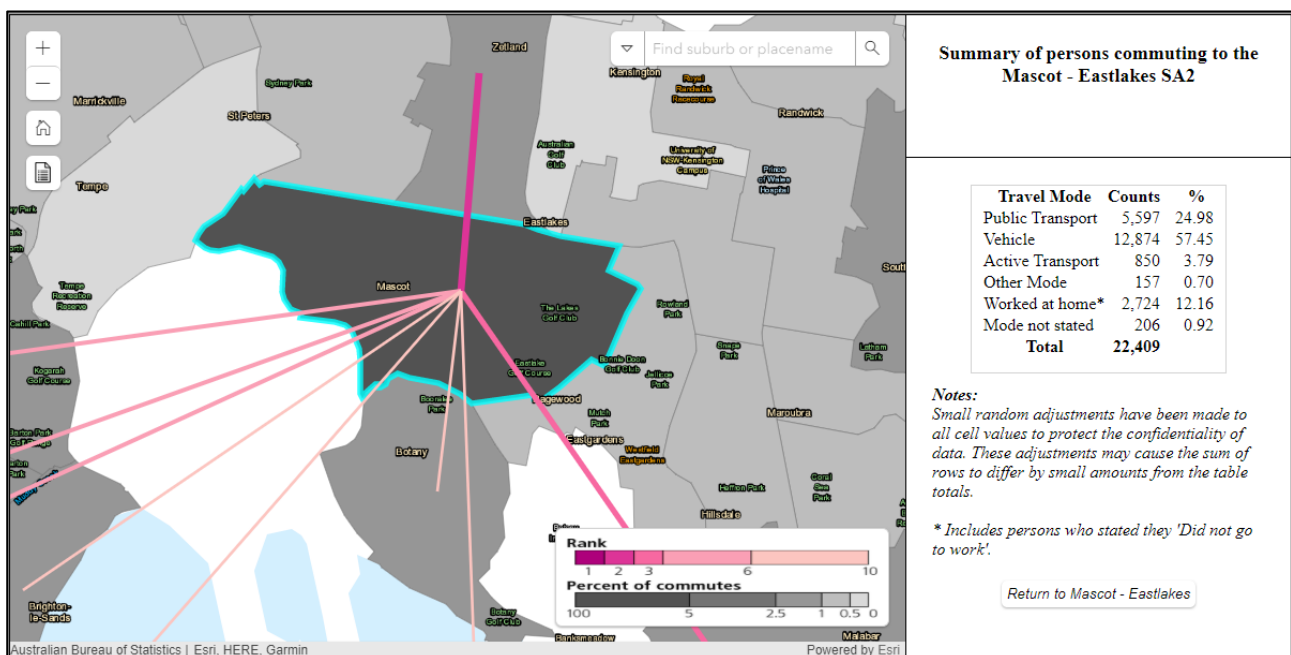


FIGURE 5: MASCOT-EASTLAKES SA2 ABS TRAVEL MODE SPLIT

The table on the right of the image indicates that 57.45% of persons commuting to Mascot-Eastlakes area did so using private vehicles (i.e. drove) while 24.98% of persons utilised public transport.

It should be noted that the total includes people who 'worked from home' and 'mode not stated' and as such, including this data leads to skewed results. As such the cumulative 13.08% of people who 'worked from home' or 'mode not stated' have been discount, resulting in a total of 66.10% of people commuting to work by private vehicle and a total of 28.74% of people commuting to work by public transport.

A summary of the ABS Census 2016 data is presented in Figure 6. Note this data has been adjusted to not include people who selected 'worked from home' or 'mode not stated'.

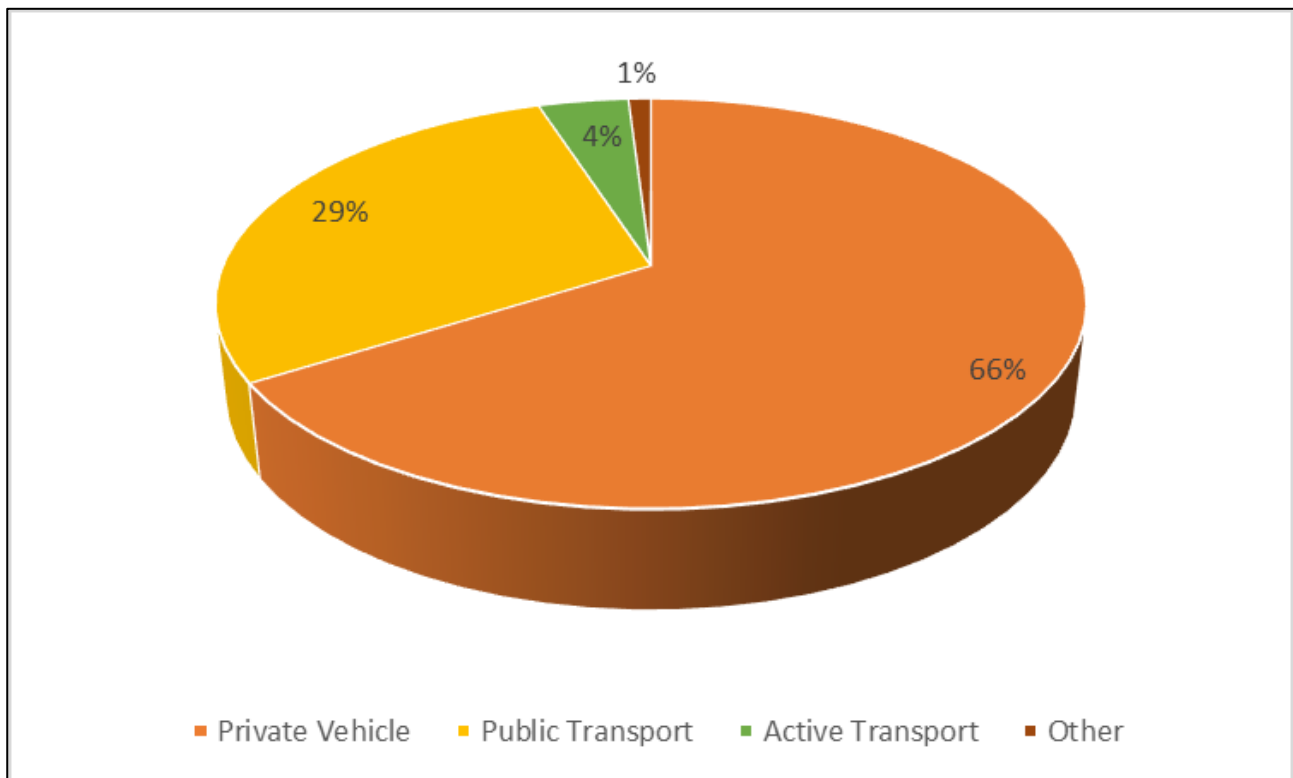


FIGURE 6: SUMMARY OF ABS CENSUS 2016 TRAVEL MODE SPLIT

5.3 Targets and Milestones

Through the implementation of the actions described in **Section 6**, continuous increases in alternative transport use are anticipated for the duration of this Workplace Travel Plan's effectiveness, with the overall target a 1% year on year growth in the use of public or active transport options. Major upgrades to the public transport systems throughout the Bayside LGA are planned as outlined in the Mascot TMAP. Bayside Council details transport plans and future outcomes for the Bayside LGA by the year 2031, with forecasts beginning in 2011. The TMAP states a 15% decrease in private vehicle use by 2021, with a further 8% reduction by 2031.

It is noted that this plan does not take into consideration active transport travel modes and as such, an appropriate assumption has been made with reference to existing ABS Journey to Work data. It is expected that a rise in active transport modes will occur due to the government investment in bicycle facilities in the Mascot area. **Table 1** and **Figure 7** depict the periodic goals for travel mode split.

TABLE 1: TARGETED TRANSPORT MODE SPLIT

Mode of Transport	Usage Rate				
	2011 ⁽¹⁾	2016 ⁽²⁾	Existing (2020)	2021	2031
Private Vehicle	80%	66%	61%	60%	50%
Public Transport	20%	29%	32%	31%	35%
Active Transport	N/A	4%	7%	8%	14%
Other	N/A	1%	1%	1%	1%

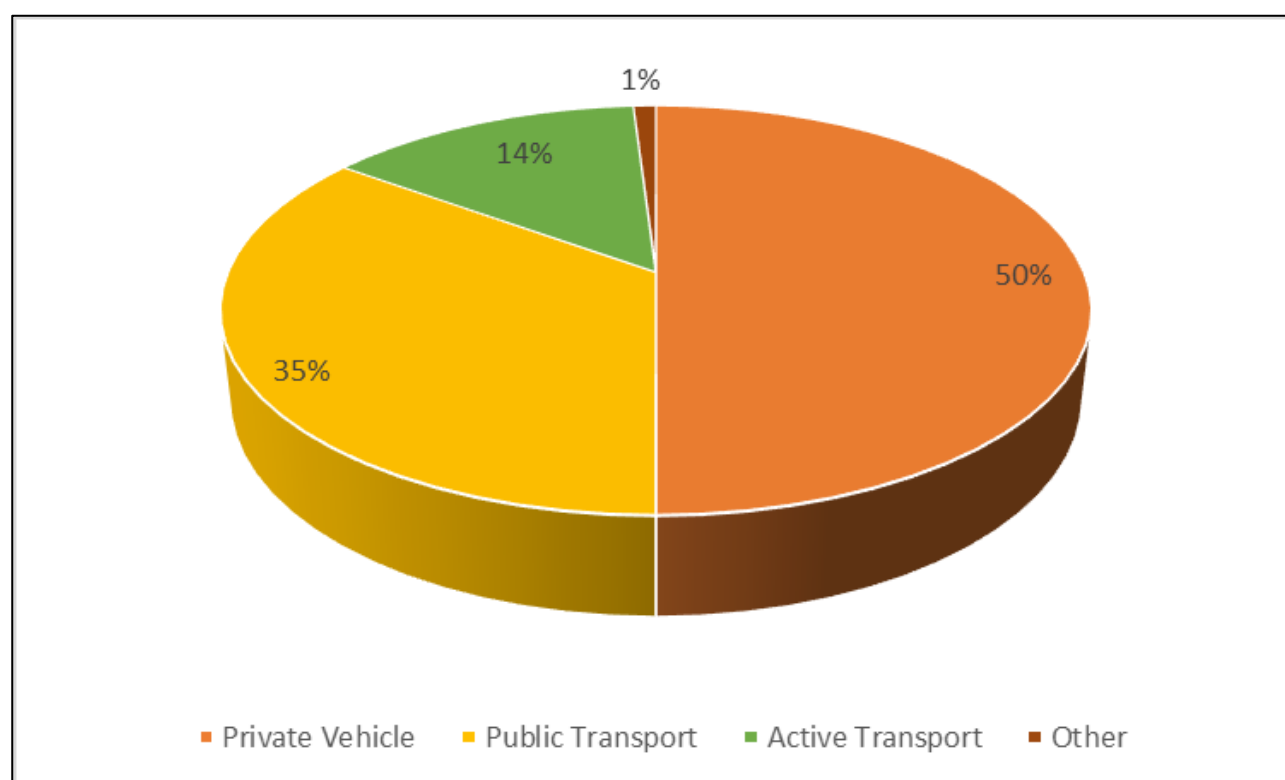


FIGURE 7: TARGETED TRANSPORT MODE SPLIT (2031)

The initial focus of the alternative transport initiatives will be on upgrading pedestrian and cycling facilities, then a proportion of public transport use (particularly train and bus use), then service vehicles and shared mobility. The transport plan is intended to *increase transport choices for residents and visitors, improve accessibility to centres and across the whole LGA, and reduce car travel overall.*

5.4 Measurement and Reporting

5.4.1 Frequency

Travel mode surveys are to be undertaken annually for the first three years of the occupation of the development, and once every three years thereafter.

5.4.2 Method

The building management committee will engage an independent team to undertake the travel mode surveys; which will include employees and visitors for a typical weekday during operating hours. The surveys would take the following form in order to capture a sufficient sample size:

- Surveyor conducting brief interview at the car park exit / entrance to determine trip destination / purpose and to count car occupancy;
- Surveyor conducting brief interview at the major pedestrian / cyclist / public transport entrances and exits to determine trip destination / purpose.

By undertaking the surveys on such a basis, the travel mode of a large proportion (estimated at 80%) of staff and visitors moving into and out of the development could be ascertained.

5.4.3 Reporting

Following the completion of surveys, the results will be compiled into a report and provided to the office management body, with new initiatives suggested in this report when a shortfall is identified in any targeted travel mode.

6 Projects and Programs

The following actions form the basis for implementation of the Workplace Travel Plan.

Collectively, these actions have been designed to help achieve the targets and milestones set out in **Section 5**. It should be noted, that these actions are not necessarily a compulsory task but rather a potential option that should be investigated and implemented as appropriate for the future occupants of the site.

6.1 Public Transport Initiatives

The following actions are focused on encouraging staff and visitors to partake in public transport when travelling to and from the site. The strategies to be implemented are not limited to the following actions as shown in **Table 2**, but these are the basis for further development of public transport options.

TABLE 2: POSSIBLE PUBLIC TRANSPORT INITIATIVES

Action	Cost	Date
Develop a map showing public transport routes to work	Minimal	Ongoing
Put up a notice board with leaflets and maps showing the main public transport routes to and from the site	Minimal	From date of occupation
Encourage public transport for business travel	Nil	From date of occupation
Ensure tickets are available at the workplace for work travel during the day	Nil	From date of occupation
Provide a shuttle bus service between Mascot Train Station and the proposed office development	Minimal	From date of occupation

6.2 Walking and Cycling Initiatives

6.2.1 Walking

The following actions are focused on encouraging staff and visitors to partake in walking when travelling to and from the site. The strategies to be implemented are not limited to the following actions as shown in **Table 3**, but these are the basis for further development of active transport options.

TABLE 3: POSSIBLE WALKING INITIATIVES

Action	Cost	Date
Identify employees living near work that may be interested in walking to work	Nil	Ongoing
Produce a map showing safe walking routes to and from your site with times, not distances, to local facilities, such as shops and public transport	Minimal	From date of occupation
Provide showers and changing room facilities	As per construction	From date of occupation
Take part in 'National Walk to Work Day'	Nil	Annually

Have some TravelSmart Get to Work days encouraging staff to come by alternative transport	Nil	Annually
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6.2.2 Cycling

The following actions are focused on encouraging staff and visitors to partake in cycling when travelling to and from the site. The strategies to be implemented are not limited to the following actions as shown in **Table 4**, but these are the basis for further development of active transport options.

TABLE 4: POSSIBLE CYCLING INITIATIVES

Action	Cost	Date
Organise an after work ride. It doesn't have to be long or strenuous and could end up somewhere for dinner or drinks. This idea is to encourage people who might be reluctant to cycle to give it a go!	Nil	Quarterly
Provide sufficient bicycle parking to meet peak needs (Plans indicate 100 bicycle parking spaces)	As per construction	From date of occupation
Have good, secure parking in an easily accessible location	As per construction	From date of occupation
Ensure bicycle parking is clearly visible or provide signage to direct people to cycle bays	As per construction	From date of occupation
Provide showers and changing rooms	As per construction	From date of occupation
Produce a map showing more leisurely bicycle routes to work	Nil	Ongoing
Participate in annual events such as 'Ride to Work Day'	Nil	Annually

6.3 Sustainable Transport Initiatives

6.3.1 Carpooling

The following actions are focused on encouraging staff and visitors to partake in carpooling and limiting the number of cars used to travel when travelling to and from the site. The strategies to be implemented are not limited to the following actions as shown in **Table 5**, but these are the basis for further development of alternative transport.

TABLE 5: POSSIBLE CARPOOLING INITIATIVES

Action	Cost	Date
Set up a carpooling database	Nil	From date of occupation
Organise postcode lunches	Nil	From date of occupation
Encourage use of carpooling apps	Nil	From date of occupation
Office management to ensure favourable parking spaces are available to those who carpool	Nil	From date of occupation

6.3.2 Car Parking

The following actions are focused on encouraging staff and visitors to partake in alternative options when travelling to and from the site. The strategies to be implemented are not limited to the following actions as shown in **Table 6**, but these are the basis for further development of alternative transport.

TABLE 6: POSSIBLE CAR PARKING INITIATIVES

Action	Cost	Date
Identify priority users of car park e.g. people with disabilities, shift workers, carpoolers	Nil	From date of occupation
Introduce or increase charges for car parking and use money raised for TravelSmart initiatives	Nil	From date of occupation
Re-allocate car parking spaces for bicycle spaces	As per construction	From date of occupation

6.4 Use of Incentives

Many of the alternative transport initiatives described above require the willing participation of employees and would not otherwise be effective. The incentivisation of alternative transport options could increase the number of residents and employees using alternative transport options.

A review of the *NSW Household Travel Survey* by *Grace Corpuz* identified a number of factors that affected the usage of alternative travel options, identifying the following factors as most influential on alternative transport use (in order of importance):

- Parking capacity and arrangements (destination factor);
- Where a vehicle is not available or accessible (origin factor);
- Where it is cheaper (origin & destination factor);
- Travel time (origin & destination factor);
- Convenience (origin & destination factor);
- Accessibility (origin & destination factor).

In addition to the above, the direct advertisement of and incentives for alternative transport use is suggested as a part of increasing alternative transport utilisation. Some incentivisation strategies are outlined below.

6.4.1 Employees

- Parking on-site could be restricted to car-pooling vehicles to encourage the use of car-pooling and alternative transport options;
- Flexible start and finish times could be implemented to facilitate the catching of scheduled bus and train services;
- Public transport ticketing costs could be subsidised by business owners to encourage public transport use;
- Incentives to encourage staff to walk to work;
- Advertisement of the annual Walk to Work and Ride to Work days in any community newsletters and in common areas on-site will increase the awareness of the benefits of alternative transport options.;
- Encourage employees to bring lunch;
 - Provide pleasant lunch rooms and/or places to eat outside.

The above incentivisation strategies could be implemented to boost uptake of alternative travel modes if annual targets are not met.

TRAVEL ACCESS GUIDE

This office block actively supports and encourages the use of Public and Active Transport Modes to and from our place of work.

Active Transport Modes such as walking and cycling are beneficial for your physical and mental health, and the environment. The Australian Government Department of Health recommends that Adults get at least 2.5 hours of moderate intensity exercise a week – why not make your commute (or to and from public transport) part of your healthy lifestyle?

This office block is in close proximity to a number of public transport options including:

- Mascot Train Station, only a 6-minute walk;
- Bus stops within a 2-minute walk on Coward Street.

In addition to the public transport options, our site is in close proximity to local cycling routes with dedicated cycling paths connecting Mascot to the Sydney CBD, Eastern Suburbs, Wolli Creek and more!



Site



Train Station



Bus Stop

----- Bicycle Path