

Operational Transport and Access Management Plan

Meriden CMD

Prepared for Carmichael Tompkins Property Group / 22 July 2022

181478 TAAA

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1.0 Introduction

Taylor Thomson Whitting (TTW) has been engaged by Carmichael Tompkins Property Group to provide traffic engineering consultancy services for Meriden Centre of Music & Drama (CMD). This Operational Transport and Access Management Plan (OTAMP) has been prepared to support the development and future operation of Meriden CMD.

An OTAMP is a way to identify, and plan for, the regular transport and access requirements of a site. The aim of this document is to provide a clear plan of management for vehicle and pedestrian movements and develop strategies (if required) to assure smooth traffic flow and safe movement within and around a site. This OTAMP provides analysis of safe pedestrian movements, and investigates the management of campus car parking, pick-up and drop-off zones, as well as bus and delivery vehicle movements. This Plan assesses the need for various management processes to ensure the successful operation of the school and includes guidelines for the monitoring and reviewing of such processes.

This OTAMP has also been prepared to address the following items of Condition of Consent E12 (SSD 9692):

Prior to the issue of an occupation certificate, an OTAMP is to be prepared by a suitably qualified person, in consultation with Council, Transport for NSW and TfNSW (RMS), and submitted to the satisfaction of the Planning Secretary. The OTAMP must address the following:	Reference:
a) detailed pedestrian analysis including the identification of safe route options – to identify the need for management measures such as staggered school start and finish times to ensure students and staff are able to access and leave the Site in a safe and efficient manner during school start and finish;	Section 4.1 identifies safe options for priority pedestrian routes.
b) the location of all car parking spaces on the school campuses and their allocation (i.e. staff, visitor, accessible, emergency, etc.);	Section 2.2.1 specifies the location and capacity of each car park across the school campuses.
c) the location and operational management procedures of the pick-up and drop-off parking located within Vernon Street, including staff management/traffic controller arrangements;	Section 5.0 contains details about the location, operation and management of all pick up and drop off zones, including Vernon Street. Section 5.3.4 discusses traffic marshal arrangements within pick up and drop off zones.
d) the location and operational management procedures for the pick-up and drop-off of students by buses and coaches for excursions and sporting activities along Vernon Street and Margaret Street, including staff management/traffic controller arrangements;	Section 6.0 contains details about the location, operation and management of bus and coach activities. Section 6.4.4 discusses bus marshal arrangements within bus zones.

e) delivery and services vehicle and bus access and management arrangements;	Section 7.0 details arrangements for delivery and service vehicle access and management.
f) management of approved access arrangements;	Sections 4.3, 5.3, 6.4, 8.3 and 9.3 detail arrangements for approved access management.
g) potential traffic impacts on surrounding road networks and mitigation measures to minimise impacts, including measures to mitigate queuing impacts associated with vehicles accessing pick-up and drop-off parking in Vernon Street;	Section 5.3 tabulates potential traffic impacts and mitigation measures, including the identified issue with queueing on Vernon Street.
h) arrangements to ensure compliance with the School's policy of restricting students from driving to school;	Section 8.3.4 outlines a car park audit strategy to deter students from driving to and from school and parking on-site.
i) car parking arrangements and management associated with the proposed use of school facilities by community members; and	Section 9.0 outlines the operation and management of the school (including car parking) during special events.
j) a monitoring and review program.	Section 10.0 contains recommendations for monitoring and reviewing of the OTAMP.

1.1 Objectives

The development and distribution of this Plan aims to improve traffic related issues around Meriden School. These objectives include:

- Reduce traffic congestion and queueing along local streets, particularly Vernon Street, Margaret Street and Redbyre Road
- Increase safety in travel to and from school for students, staff and the general public
- Encouragement of healthy travel to school

1.2 Roles and Responsibilities

The person responsible for the overall implementation and evaluation of this Plan shall be the Principal. The Principal is responsible for delegations or actions as necessary, which may include:

- Allocation of staff supervisors during school peak hours
- Liaison with students, parents and carers, and contractors
- Publication of transport related information and updates (such as newsletter information).
- Organisation of monitoring and reviewing of the Plan

2.0 Background

2.1 The Site

Meriden School is located in Strathfield, a suburb in the inner-west of Sydney, within the local government area of Strathfield Council. By vehicle, the site is approximately 14 kilometres south-east of Parramatta and approximately the same distance west of the Sydney CBD. Strathfield train station is approximately a 6-minute walk from the school. Figure 2.1 shows Meriden School in the context of its surroundings.

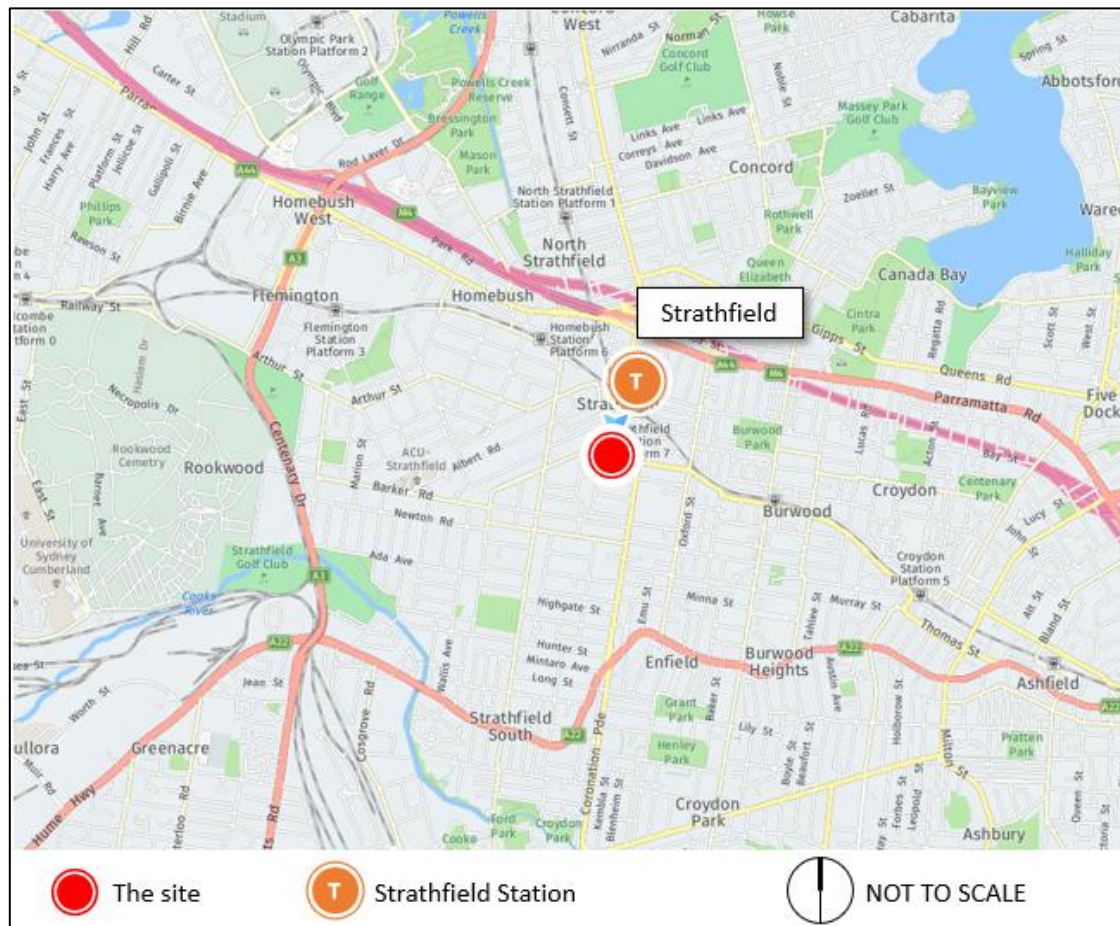


Figure 2.1: Meriden School Location Context Plan

Source: Nearmap

The site includes three existing campus grounds comprising of the Prep School, Junior School and Senior School. The Senior School site is bordered by Redmyre Road to the north and Margaret Street to the south. The Prep School is located to the south of the Senior School site on the opposite side of Margaret Street. The Junior School is to the west of these sites, bordered by Vernon Street to the west and Redmyre Road to the north. The layout of the school campuses can be seen in Figure 2.2.



Figure 2.2: Meriden School Campus Layout

2.2 Current Operations

2.2.1 On-Site Parking

A total of 106 parking spaces are currently available across the three campuses. A recently approved Section 4.55 modification to the works at the Prep School will reduce the seven available parking spaces to six, totalling to 105 parking spaces. Figure 2.3 outlines the locations and number of spaces available in car park and is summarised as follows:

- **Car Park 1:** underground parking in the Sports Centre accessible via Margaret Street
- **Car Park 2:** ground level parking accessible via Margaret Street providing access to the Prep School
- **Car Park 3:** underground parking accessible via Margaret Street providing access to the Junior School Campus
- **Car Park 4:** ground level parking accessible via Vernon Street, located outside Blackman Auditorium, providing access to the Junior School Campus



Figure 2.3: On-Site Car Parking

Table 2.1 summarises the on-site car parking provisions, including the number of standard and accessible spaces available.

Table 2.1: On-Site Car Parking Allocation

Location	Total Number	Standard	Accessible
Car Park 1 – Sports Centre	60	58	2
Car Park 2 – Prep School	7	6	1
Car Park 3 – Junior School	36	36	-
Car Park 4 – Auditorium	3	2	1
Subtotal	106	102	4
Prep School S4.55 Change	-1	-1	-
Total	105	101	4

2.2.2 Off-Site Parking

The school contains provisions for semi-permanent off-site parking spaces, summarised in Table 2.2. A total of 45 off-site parking spaces are available across the locations shown below, including three spaces attached to property owned by the school, and 42 spaces available to rent within walking distance of the school.

Table 2.2: Off-Site Parking Allocation

Location	Total Number	Detail
Unit 4/19-21 Margaret St	2	This unit is owned and leased out by the school but without the two attached parking spaces.
4 Vernon St	1	This house is owned by the school and contains one parking space.
2 Raw Square	42	Located approximately 5 minutes from the school with a commercial arrangement to rent parking spaces.
Total	45	

2.2.3 On-Street Parking

Margaret Street, Redmyre Road and Vernon Street have some availability for time-restricted on-street parking. A study of the on-street parking restrictions can be shown in Figure 2.4 which indicates a complex network of varying time restricted parking opportunities in the surrounding road network. The notable on-street parking restrictions include:

- 2 hour parking (8am – 6pm, Monday – Friday) on Redmyre Road, Vernon Street, Brunswick Avenue, Carrington Avenue and sections of Margaret Street.
- Clearways are in place along The Boulevard and Redmyre Road.
- 10 minute parking (during school peak hours) is available on Redmyre Road and Vernon Street.
- No Stopping zones are currently present along Margaret Street while temporary pedestrian crossings are in place due to the works occurring at the Senior School.
- No Parking during peak hours along Redmyre Road near the intersections with Vernon Street and Margaret Street.



Figure 2.4: On-Street Parking Network

2.2.4 Access

There are several vehicular access points available across each school campus, with entry from Margaret Street, Redmyre Road and Vernon Street. These are outlined in Figure 2.5 and are as follows:

Senior School Campus:

- Two-way driveway at the eastern end of Margaret Street providing access to the underground car park
- Vehicular access point on Redmyre Road providing access to green space

Junior School Campus:

- Two-way driveway on Margaret Street providing access to Junior School parking facilities
- Service vehicle access driveway on Redmyre Road
- Vehicular access point on Vernon Street providing access to a small car park outside the Blackman Auditorium
- Vehicular access point on Vernon Street providing access to Junior School

Prep School Campus:

- Two-way driveway on Margaret Street providing access to Prep School parking facilities



Figure 2.5: Locations of Vehicle Access Points

The school also has several pedestrian access points across the three campuses as shown in Figure 2.6. The figure indicates the pedestrian access points which are available at the present time considering the works currently taking place at the site for the new CMD (see Section 3.1 for details about the proposed works).



Figure 2.6: Location of Pedestrian Access Points

2.2.5 Pedestrian Facilities

The school is well serviced by pedestrian facilities in the surrounding areas. There are concrete footpaths available along both kerbsides on Redmyre Road, Margaret Street, Vernon Street and The Boulevard. Along the frontage of both Senior and Prep School sites, Margaret Street has wide footpaths up to 2.5m in width on both kerbsides.

At the time this report is being prepared, there are two temporary pedestrian crossings on Margaret Street to facilitate pedestrian activity during the construction works at the Senior School Campus. This report has been prepared to reflect the post-construction arrangement, with a singular mid-block pedestrian crossing on Margaret Street.

2.2.6 Pick-up and Drop-off

The school has several Kiss & Ride and 10-minute parking zones along Margaret Street, Vernon Street and Redmyre Road as identified in Figure 2.7. The Junior School has two Kiss & Ride zones, one on Vernon Street and one on Margaret Street. The Senior School has a Kiss & Ride zone positioned on Margaret Street near the main entry. These are strategically placed so that students are dropped off or picked up close to campus without need to cross any roads and with pedestrian footpaths to walk along.

There are also 10-minute parking zones available near the Junior School on Vernon Street and Redmyre Road. These parking zones are in place during school day peak hours between 8 – 9:30am and 2:30 – 4pm on Redmyre Road, and between 8 – 9am and 2:30 – 3:30pm on Vernon Street.



Figure 2.7: Pick Up and Drop Off Zones

2.2.7 Public Buses

The school is well serviced by public bus routes, with several bus stops within 400 metres of the school. These bus stops are located along Redmyre Road, The Boulevard, Albert Road and Strathfield station, and can be seen in Figure 2.8.

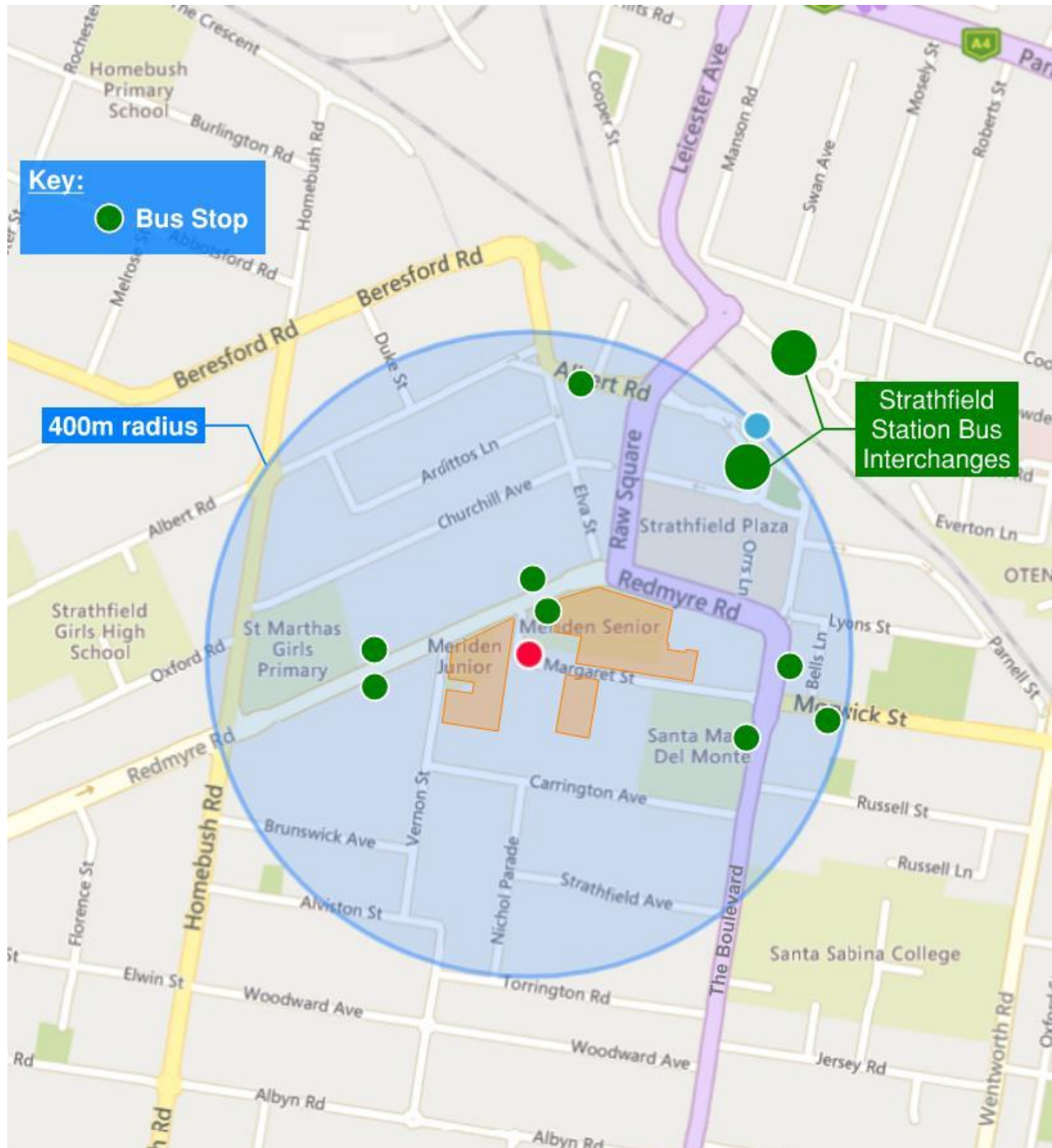


Figure 2.8: Locations of Nearby Bus Stops

A summary of the available bus routes operating from the nearby bus stops is included in Table 2.3.

Table 2.3: Summary of Bus Routes

Bus Operator	Route Number	Bus Route	Frequency during Weekday AM and PM Peak
Busways	525	Parramatta to Strathfield via Sydney Olympic Park	20 to 30 mins
Transit Systems	407	Burwood to Strathfield	30 mins
	408	Rookwood Cemetery to Burwood via Flemington	60 mins
	415	Campsie to Chiswick	20 to 30 mins
	458	Ryde to Burwood	30 mins
	466	Cabarita to Burwood	20 to 30 mins
	480	Strathfield to Central Pitt St via Homebush Rd	20 to 30 mins
	483	Strathfield to Central Pitt St via South Strathfield	20 to 30 mins
Transdev NSW	526	Burwood to Rhodes Shopping Centre	15 to 30 mins
	913	Strathfield to Bankstown	60 mins
	914	Greenacre to Strathfield	30 mins
Punchbowl Bus Company	m90	Burwood to Liverpool	10 to 15 mins
	450	Strathfield to Hurstville	15 mins

2.2.8 Meriden School Buses

The school has one school bus zone on Margaret Street, positioned out the front of the main entry to the Senior School Campus as shown in Figure 2.9. Students from the Senior School alight the bus at this area in the morning, whilst the Junior School students are dropped off within the Kiss & Ride zone outside the Junior School Campus. Junior and Senior School students both board the school buses at the designated school bus zone in the afternoon.



Figure 2.9: Meriden School Bus Zone

Meridren school buses typically arrive between 8:00am and 8:20am during the morning peak hour, and depart between 3:20pm and 3:30pm in the afternoon peak hour. The school also offers an evening bus service departing at 5:15pm which stops at Strathfield Park, Beverly Hills and Hurstville. The school bus services offered to students are summarised in Table 2.4.

Table 2.4: School Bus Services

Route Number	Route
1	Taren Point, Miranda, Sylvania, Blakehurst, Hurstville, Beverly Hills, Strathfield Park
2	Woolwich, Hunters Hill, Gladesville, Tennyson Point, Putney, Rhodes, Concord West
3	Illawong, Alfords Point, Padstow Heights, Oatley, Strathfield Park
4	Balmain, Rozelle, Leichhardt, Dulwich Hill, Summer Hill, Enfield
5	Drummoyne, Russell Lea, Five Dock, Canada Bay, Concord
6	Concord, Breakfast Point, Cabarita, North Strathfield
7	Carlingford, Ermington, Dundas, Dundas Valley, Newington, Wentworth Point, Sydney Olympic Park
8	Earlwood, Canterbury, Ashbury, Croydon Park, Campsie, Belmore, Belfield

2.2.9 Delivery and Service Vehicles

Emergency vehicles can access the school site via the vehicle access point on the north-western side of the Senior School Campus (see Figure 2.5). Emergency vehicles can access the other campuses via the various access driveways or on-street if possible.

The Junior School Campus contains an access driveway to the north of the site for waste collection. This driveway also contains a fire pump and a hydrant booster.

Deliveries occur at the Senior School Campus. Some loading activities are undertaken within the driveway to the Sports Centre on Margaret Street.

3.0 Future Operations

3.1 Proposed Development

Meriden is proposed to undergo redevelopment within each of its three separate campuses. These works are anticipated to result in an increase of 50 students within the Senior School, as provision for a total of 950 students will be available on completion. These redevelopment works will also result in an increase of two additional staff positions. The proposed works are summarised below:

- **Senior School Campus:** demolish the existing music building and construct a new three-storey Music and Drama Centre. The new building is to be constructed within the south-western corner of the Senior School Campus, adjacent to Margaret Street. It will comprise of a new music academy, drama facilities, music teaching classrooms, staff facilities as well as landscaping works.
- **Junior School Campus:** demolish the existing residential building (4 Vernon Street) and construct a new playground in its place.
- **Prep School Campus:** demolish the existing building along the western side of the Prep School site and construct a new Administration and Student Centre building. This building will be a multi-functional two-storey building with the purpose of providing flexibility in accordance with the changing needs of the school.

A site map showing the location of each of these works can be seen in Figure 3.1.

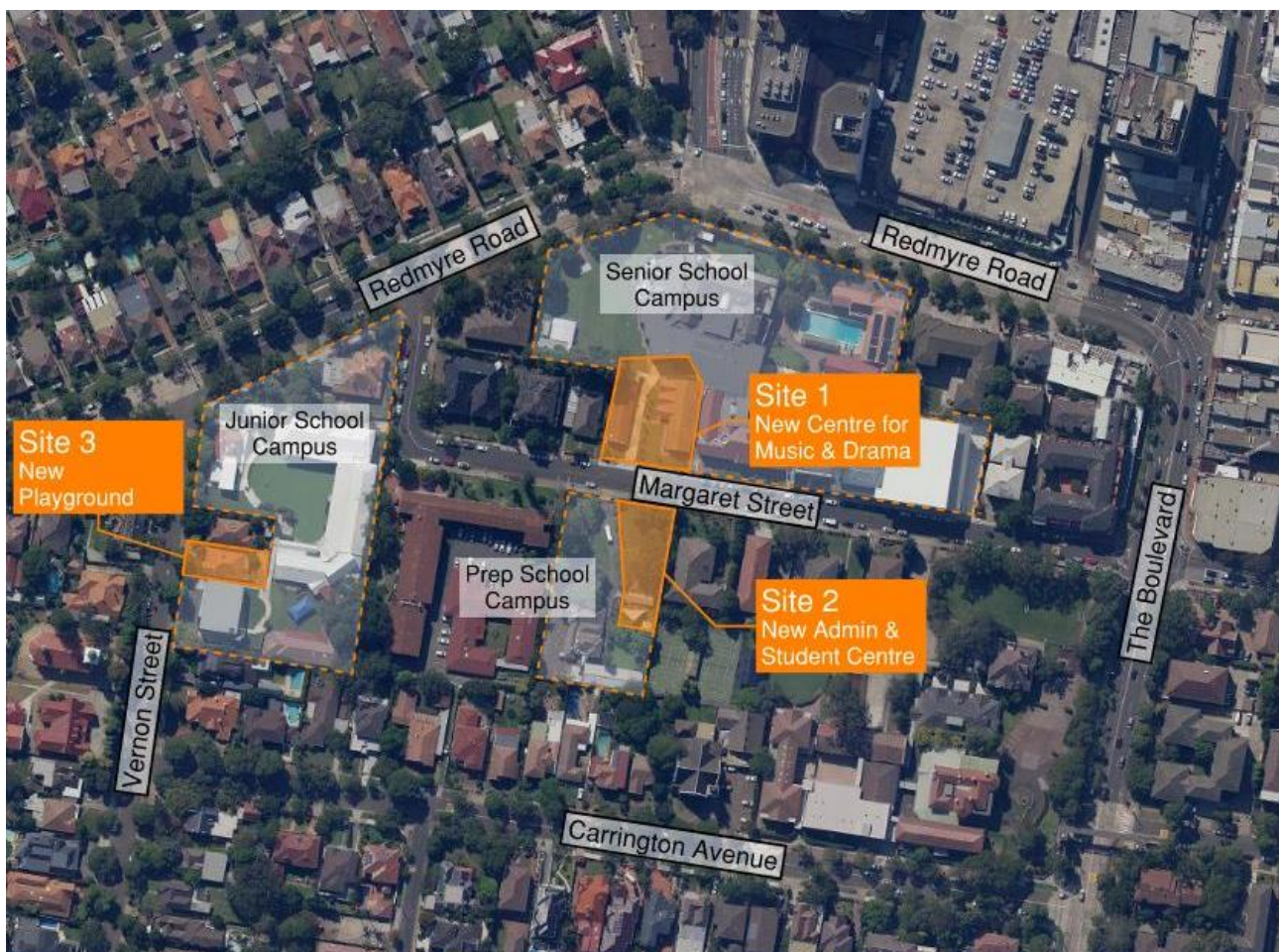


Figure 3.1: Site Map of Proposed Works

4.0 Pedestrian Management

4.1 Priority Routes

- **Priority Route 1:** students move between campuses during operational school hours which involves the crossing of Margaret Street. Margaret Street is well serviced by pedestrian facilities including a zebra pedestrian crossing and 2.5-metre-wide concrete footpaths on both kerbsides.
- **Priority Route 2:** many students and staff walk to and from Strathfield train station from the school site. These students are mostly from the Senior School and so a priority pedestrian route exists between the Senior School Campus and Strathfield station. Whether walking via Raw Square or The Boulevard, there are adequate pedestrian facilities available to provide safe walking routes between the station and the school.

Figure 4.1 presents Priority Routes 1 and 2 in the context of the nearby pedestrian facilities to illustrate safe route options for those walking between campuses and to and from the train station.

Table 4.1 summarises the types of crossings along the identified safe pedestrian routes and should be read with reference to Figure 4.1. This analysis indicates that the main pedestrian routes to and from the school are adequately serviced by footpaths and road crossings, providing safe route options.



Figure 4.1: Safe Pedestrian Route Options

Table 4.1: Schedule of Pedestrian Crossings

Intersection Reference	Type of Crossing
1	Unsignalised zebra crossing with wide pedestrian median
2	Unsignalised zebra crossing
3	Unsignalised zebra crossing
4	Signalised crossing on western and northern intersection legs. Wide median provided on northern leg and narrow median on western leg
5	Signalised crossing on southern and eastern intersection legs / zebra crossing on western leg with median. Narrow median provided on southern leg.
6	Unsignalised zebra crossing
7	Pedestrian refuge across southern leg
8	No crossing infrastructure
9	Signalised crossing on western and northern intersection legs. Wide median provided on western leg and narrow median on northern leg.
10	Signalised crossing on southern and eastern intersection legs. Wide median provided on southern leg.
11	Unsignalised zebra crossing

4.2 Procedure

4.2.1 Ingress Route

There are several pedestrian access points located at each of the three campus sites as outlined previously in Figure 2.6. It is anticipated that many of these accesses are utilised by students being dropped off by private vehicle or bus. Students and staff travelling to school via the train are to utilise the pedestrian gates along Redmyre Road towards the north of the Senior School Campus.

4.2.2 Egress Route

Junior School students who travel home via school bus are escorted by a member of staff from the Junior School pedestrian access point on Margaret Street, along the footpath and across the zebra pedestrian crossing to the Senior School Campus where they wait for the arrival of the bus. Senior and Junior School students travelling via bus exit the school near the main entry to the Senior School.

Students being picked up by private vehicle are to wait in supervised waiting areas within the school grounds. These students will exit the school via the gate near the waiting area when their lift arrives.

Similar to the ingress route, it is assumed that students and staff travelling via the train would exit the school from the access points along Redmyre Road towards the north of the Senior School Campus.

4.3 Management Strategies

4.3.1 Crossing Guard

Currently, the zebra crossing on Margaret Street is controlled by a Crossing Guard from the school staffing body during school peak hours. This is to ensure pedestrian safety during high volume traffic conditions, and

to maintain a suitable flow of traffic to ease congestion. Stationing a Crossing Guard at the crossing should be continued during the operation of the school.

4.3.2 Junior School Escort System

Primary school aged students are currently required to be escorted by a staff member when walking between the Junior and Senior School Campuses. Typically, a group of students are accompanied by a supervisor, including usage of the pedestrian crossing on Margaret Street, to attend other campuses for co-curricular activities or to the bus marshalling area in the afternoon. It is recommended that this system is maintained to ensure student safety during the future operations of the school.

4.3.3 Sign Out System

Senior Campus students are required to participate in a sign out system prior to escorting themselves to the Junior Campus for co-curricular activities to manage the movements of each individual student and ensure their safety.

4.3.4 In-Class Public and Active Travel to School Education

Students should be educated about safe public transport and active travel to school. Not all students may be aware of different travel modes, particularly families new to the area or school. In-class education should be held for students to discuss public and active travel to school. Students are also to be provided with the Green Travel Plan to help educate on these different travel modes.

4.3.5 Walking School Bus

In a Walking School Bus program, students walk to and from school in a group supervised by parents, with a specified route and pick-up points similar to that of a school bus. This supervised and organised system is considered to provide improved safety for students walking to school, which is an encouragement to children and their parents/carers. It is recommended that this system be put in place for primary school students.

4.3.6 Learn to Cycle Programs

Students could be encouraged to use bikes through learning to cycle programs at school as practical skill development or as a co-curricular activity. The option for students to share or loan a bike could be applied while taking the program.

5.0 Pick Up and Drop Off Management

5.1 Priority Routes

There are three main Kiss & Ride zones servicing the school and the routes to access these are as follows:

- **Vernon Street:** approach from the east-bound or west-bound direction on Redmyre Road and turn onto Vernon Street. Depart via the south-bound direction on Vernon Street.
- **Margaret Street (Senior School):** approach from the east-bound or west-bound direction on Redmyre Road and turn onto Margaret Street. Depart to the east along Margaret Street before turning left only onto The Boulevard.
- **Margaret Street (Junior School):** approach from the north-bound direction on The Boulevard and turn left onto Margaret Street. Depart towards Redmyre Road and turn left onto Redmyre Road (no right turn onto Redmyre Road during school peak hours).

Therefore, the priority pick up and drop off routes are from Redmyre Road to Vernon Street and Margaret Street and vice versa. Also, the left-turn into Margaret Street from The Boulevard and the left-turn out of Margaret Street to The Boulevard. The final priority route is the south-bound direction on Vernon Street. Figures illustrating these routes are included at Figure 5.1 and Figure 5.2.

5.2 Procedure

5.2.1 Prior to Arrival

Parents/carers will be required to display the name(s) of who they are picking up to provide advanced warning to supervisors.

5.2.2 Ingress Route

Vehicles picking up or dropping off students are to arrive via The Boulevard or Redmyre Road to access the Kiss & Ride zones on Margaret Street, or via Redmyre Road to access the Kiss & Ride zone on Vernon Street, as can be seen in Figure 5.1.



Figure 5.1: Priority Ingress Routes for Drop Off

5.2.3 Management Upon Arrival

As currently implemented, there is a Crossing Guard managing the zebra crossing on Margaret Street to ensure student safety and maintain a suitable traffic flow. Furthermore, supervisors are to be stationed at the Junior School Kiss & Ride zone to ensure students make their way directly from the vehicles to the school grounds on arrival. These supervisors will also encourage drivers to move along in a timely fashion to minimise the length of the queue.

5.2.4 Management Before Departure

Prior to afternoon pick up, Prep School and Junior School students must assemble in the designated waiting areas within the school campus where they are supervised by a staff member. Other members of staff are stationed at the roadside to communicate back to the supervisor on campus via radio when a student's lift arrives at the Kiss & Ride zone. The student is then escorted out to their respective vehicle by a supervisor.

Parents/carers are not to arrive prior to school pick up times to reduce congestion on local roadways.

5.2.5 Egress Route

Vehicles picking up or dropping off students from the Vernon Street Kiss & Ride zone are to depart toward the south-bound direction and continue along Vernon Street or turn left into Carrington Avenue. Vehicles at the Margaret Street Junior School Kiss & Ride zone are to depart towards Redmyre Road and turn left as there is no right turn available during morning and afternoon school peak hours. Vehicles at the Senior School Kiss & Ride zone are to proceed towards The Boulevard and turn left as this is a left turn only. These priority routes are shown in Figure 5.2.



Figure 5.2: Priority Egress Routes for Pick Up

5.3 Management Strategies

5.3.1 Inform of Alternative Transport Methods

To reduce reliance on private vehicles and reduce the numbers of vehicles utilising the pick up and drop off zones, parents/carers will be provided with the school's Green Travel Plan and Transport Access Guide to make them aware of the public and active transport options available to them.

5.3.2 Provide Operational Traffic and Access Management Plan

Strategies detailed within this OTAMP including the vehicular routes to be taken, pick up and drop off locations and other travel considerations should be communicated to parents/carers and students prior to their journey to the school.

5.3.3 Website, Email and Newsletter Communication

As one of the major areas of potential road safety concerns and traffic issues, good management of the pick up and drop off areas relies on a good understanding of the correct operation by parents and carers. The school website, email communications and newsletter will be kept up to date with current advice and direction on usage of the pick up and drop off area. For example, it may be beneficial to request parents/carers to recirculate if the queue at Vernon Street is causing traffic delays on Redmyre Road.

5.3.4 Traffic Marshals

Traffic marshals are to be present during pick up and drop off activities to supervise the waiting areas at the various campuses and to direct students to and from the Kiss & Ride zones. Supervising staff members are to be stationed both within the school grounds in the waiting areas, and outside the school beside the Kiss & Ride zone. The traffic marshals will communicate to each other via radio to signal when a student's parent/carer has arrived in the Kiss & Ride zone so the student can safely leave the school campus. Stationing traffic marshals is likely to encourage sensible user behaviours. Any unsafe student behaviour or reckless driver behaviour can be reported to the school principal for further investigation.

Traffic marshals will assist drivers with queueing in an orderly fashion in the designated Kiss & Ride areas, without obstructing driveways or inhibiting the flow of traffic. Traffic marshals can assist drivers in locating spare Kiss & Ride spaces and to direct drivers to spaces that help maximise the capacity of the Kiss & Ride zone. This is particularly important for the Vernon Street Kiss & Ride zone which spans across multiple driveways and has potential to queue back onto Redmyre Road. However, there are no parking zones in operation during school peak hours around the Redmyre Road/Vernon Street intersection, so through traffic should be able to navigate around queueing cars and flow freely.

On-street parking rules and restrictions should be followed by parents/carers wishing to pick up and drop off their children at the school. When "No Parking" and "No Stopping" parking restrictions are violated during the school peak hours, the traffic marshals should clearly notify the driver of their misconducts and advise the driver to vacate the space.

6.0 Bus and Coach Management

6.1 Priority Routes

There are two locations for school bus activity at the school. The first is located on the northern side of Margaret Street outside the entrance to the Senior School Campus, and the other is shared with the Kiss & Ride zone along Vernon Street outside the Junior School Campus. The priority routes for buses are similar to those for the pick up and drop off zones. This includes the route from Redmyre Road to both Margaret Street and Vernon Street, as well as the route from Margaret Street to The Boulevard and the north-bound direction of Vernon Street.

6.2 Morning Procedure

6.2.1 Ingress Route

The buses first drop Senior Campus students at Margaret Street before continuing towards Vernon Street to drop off Junior Campus students. Buses approach from Redmyre Road onto Margaret Street, via the bus zone, then continue on to take a left turn at The Boulevard before turning onto Redmyre Road. The bus then turns left onto Vernon Street for Junior School students to disembark at the Kiss & Ride zone. The priority ingress routes can be seen in Figure 6.1.



Figure 6.1: Priority Ingress Routes for Morning Buses

6.2.2 Management During Disembarking

Meriden school buses arrive between 8:00am and 8:20am. School buses are to use the designated set down areas outside each campus. This allows students to disembark the bus onto the footpath so they can safely and easily enter the campus and avoid any interaction with the road.

6.2.3 Egress Route

The bus egress routes are outlined in Figure 6.2. The buses at the Margaret Street bus zone will depart in an eastern direction towards The Boulevard where they must turn left. Buses at the Junior School must depart along the southern direction on Vernon Street.



Figure 6.2: Priority Egress Routes for Morning Buses

6.3 Afternoon Procedure

6.3.1 Prior to Arrival

Currently, four buses are scheduled to arrive at the Senior School Campus bus zone before the time that students are to begin boarding to ensure boarding can be completed as quickly as possible.

Junior School students are escorted from their campus by a school supervisor along a safe pedestrian route to the bus marshalling area at the Senior School Campus where all students wait to board the buses.

6.3.2 Ingress Route

The priority ingress route for the afternoon school buses is from Redmyre Road onto Margaret Street as shown in Figure 6.3. All students use the Senior School bus zone in the afternoon, therefore there is no bus activity on Vernon Street.



Figure 6.3: Priority Ingress Routes for Afternoon Buses

6.3.3 Management During Boarding

Prior to the arrival of the afternoon buses, Junior and Senior School students assemble in the bus marshalling area to wait for their respective buses. The school buses arrive in two fleets of four buses, the first is scheduled to depart at 3:20pm to create space for the second fleet to arrive and depart by 3:30pm. These activities are supervised by a member of staff to ensure student safety and encourage prompt boarding of buses.

6.3.4 Egress Route

The priority egress route for the afternoon buses is shown below in Figure 6.4, which shows the bus departing from the bus zone on Margaret Street and turning left onto The Boulevard, as this is a left only turn.



Figure 6.4: Priority Egress Routes for Afternoon Buses

6.4 Management Strategies

6.4.1 Provide Operational Traffic and Access Management Plan

Strategies detailed within this OTAMP including the staggering of bus fleet arrival times, the priority bus routes, and the management of students should be communicated to bus drivers.

6.4.2 Scheduled Bus Fleets

The afternoon buses are scheduled to depart from Margaret Street within 10 minutes of each other, at 3:20pm and 3:30pm. Furthermore, the first fleet of buses are scheduled to be waiting at the bus zone so that students can board promptly. These measures are implemented with the intention to minimise congestion on Margaret Street. If buses did not arrive in separate fleets, the second fleet would obstruct Margaret Street until the first fleet departed. It is recommended for this management strategy to continue once the development is complete.

6.4.3 Designated Bus Marshalling Areas

Prior to the redevelopment, Junior and Senior School students would assemble at the Senior School within a designated bus marshalling area to safely wait for their bus to arrive. This allows for students to be accounted for and prepared to board their bus in a timely manner. It is intended to still maintain a designated bus marshalling area.

6.4.4 Bus Marshals

Currently, school staff act as bus marshals in the afternoon period to supervise those students waiting for their bus to arrive and to ensure student safety. These supervisors assist students in reaching their respective buses safely and promptly.

7.0 Delivery and Service Vehicle Management

7.1 Priority Routes

Deliveries occur within the Senior School sports hall car park driveway. The sports hall car park contains a boom gate that requires delivery vehicles to contact the school office prior to entry.

7.2 Management Strategies

7.2.1 Provide Operational Traffic and Access Management Plan

Strategies detailed within this OTAMP including the scheduling of service and delivery times, the priority routes and the management of students and other vehicles should be communicated to all service and delivery vehicle drivers.

7.2.2 Delivery Schedules

All regular service and delivery vehicle arrivals to the site should be scheduled to minimise vehicular movements around the site and to avoid any conflicting activities. To ensure improved safety and management of loading areas, delivery times should be adjusted where possible to ensure an even spread across the day. Overlap of bookings and the presence of multiple delivery or service vehicles should only occur when strictly necessary. School deliveries should be scheduled outside school peak hours to ensure pedestrian safety at crossover points and to reduce local congestion.

8.0 Car Parking Management

8.1 Priority Routes

There are four main car parking locations available on-site. These have been outlined previously in Figure 2.3 and the routes to and from each car park are as follows:

- **Sports Centre:** accessible via Margaret Street, with vehicles approaching from Redmyre Road or The Boulevard. On exiting, vehicles may depart towards Redmyre Road to turn left or right (no right turn during school peak hours) or towards The Boulevard to turn left (left turn only).
- **Prep School** as above
- **Junior School:** as above
- **Auditorium:** accessible via Vernon Street, with vehicles approaching via Redmyre Road from the north or Vernon Street from the south. On exiting, vehicles may depart towards Redmyre Road to turn left or right, or along the south-bound direction of Vernon Street.

Therefore, the main priority routes for accessing the on-site car parks are to and from Margaret Street via Redmyre Road and The Boulevard, and to and from Vernon Street via Redmyre Road or south Vernon Street.

8.2 Procedure

8.2.1 Allocation of Spaces

Parking is reserved for staff members. The school has a policy of restricting students from driving to and from school.

8.2.2 Ingress Route

The three car parks accessible from Margaret Street have the same ingress routes, from either direction of Redmyre Road onto Margaret Street, or from the north-bound lane of The Boulevard. The identified route to the small car park located outside the Junior School auditorium is accessible via either direction of Redmyre Road, or from the north-bound lane of Vernon Street. These priority ingress routes are shown in Figure 8.1.



Figure 8.1: Priority Ingress Routes for Car Park Access

8.2.3 Egress Route

As with the ingress routes, the three car parks accessible from Margaret Street have the same egress routes, departing towards Redmyre Road to turn left or right (no right turn during school peak hours), or towards The Boulevard to turn left (left turn only). The egress routes from the auditorium car park are towards Redmyre Road to turn left or right, or along the south-bound lane of Vernon Street. These routes are outlined in Figure 8.2.



Figure 8.2: Priority Egress Routes for Car Park Access

8.3 Management Strategies

8.3.1 Inform of Alternative Transport Methods

To reduce reliance on private vehicles, staff will be provided with the Green Travel Plan and Transport Access Guide to make them aware of the public and active transport options available to them.

8.3.2 Provide Operational Traffic and Access Management Plan

Strategies detailed within this OTAMP including the preferred vehicular routes to be taken, location of car parking space allocations and other travel considerations should be communicated to staff and students prior to their journey to the school.

8.3.3 Website, Email and Newsletter Communication

The school website, email chain and newsletter should be kept up to date with current advice, changing traffic conditions and parking instructions. Communication with parents/carers and students should enforce the school's policy of restricting students from driving to and from school and using the car parks.

8.3.4 Car Park Audit

To ensure students are complying with the School's policy of restricting students from driving to school, a car park audit strategy should be implemented. Staff would receive a school parking pass to display on their dashboard in order to use the on-site car parks. An audit conducted regularly (e.g. once a term) would determine if any students are suspected to be breaching the policy.

9.0 Special Events

9.1 Parking

Generally, parking during events is available throughout the school car parks. For significant events, overflow parking is made available within the school playground accessed from Gate 4 at Redmyre Road shown in Figure 9.1. Use of overflow car parking on the Meriden Senior Campus playground can only occur:

- For events after 6pm and is to be accessed by a left in and left out from Redmyre Road.

Attendees to these events will also be provided with the Green Travel Plan to encourage the attendees to use other transport modes including: carpooling, public buses, trains, and walking.



Figure 9.1: Location of Event Overflow Parking

9.2 Access

The majority of car parks are located with access from Margaret Street. Therefore, most vehicles associated with special events would be using the vehicular access points along Margaret Street, the exception being the small car park outside the Blackman Auditorium on Vernon Street.

9.3 Management Strategies

9.3.1 Inform of Alternative Transport Methods

To reduce reliance on private vehicles, event attendees should be provided with the Green Travel Plan and Transport Access Guide to make them aware of the public and active transport options available to them.

9.3.2 Provide Operational Traffic and Access Management Plan

Strategies detailed within this OTAMP including the vehicular routes to be taken, location of car parking space allocations and other travel considerations should be communicated as part of the event.

10.0 Monitoring and Reviewing

10.1 OTAMP Management

This OTAMP is to be maintained by the school and shall be distributed to all the concerned logistic personnel and managers. The school is also responsible for distributing appropriate information to staff, school families and contractors as necessary. A copy of the OTAMP is always to be held on-site and available for review.

This OTAMP should be reviewed regularly and updated as required. It is recommended that an initial review should take place following six months of operation. This review should include detailed observations of the transport operations of the site and adjustments to procedures where necessary.

Following this initial review, a review every two years or after any major development to the school site. To ensure that the ongoing review of this OTAMP is carried out as expected, responsibility for this task has been allocated to a specific staff member.

10.2 External Authorities

If external authorities are required to be contacted (such as for enquiries, suggestions, or local traffic issues), the school should liaise with Strathfield Council.

Contact details for Council's nominated representative are:

- Name:
 - *John Inglese*
- Role:
 - *Traffic Manager*
- Phone:
 - *9478 9999*
- Email:
 - *John.Inglese@strathfield.nsw.gov.au*

11.0 Conclusion

This OTAMP provides a framework for the operation and management of Meriden School in relation to activities concerning pedestrians, pick up and drop off arrangements, buses, private vehicle and service and delivery vehicles. The aim of this Plan is to analyse the school's operation and provide strategies to prevent traffic related impacts such as congestion and increase road safety for all users across the school's campuses.

The intent of this Plan is that it is not a static document, rather this Plan will be subject to change and revision biannually. Any future works that will impact this Plan will require modifications to the strategies discussed. Should there be any suggested improvements or additional strategies once this Plan is in operation, these should be included in future revisions of the Plan.