



7th July 2021

The Planning Secretary
Department of Planning, Industry & Environment
320 Pitt Street
Sydney, NSW 2000

Attention: Megan Fu
Project: Nihon University Newcastle Campus - SSD 9787
Re: Conditions of Consent E14

Dear Megan,

Reference is made to SSD 9787 Conditions of Consent E14 in relation to the submission of an Operational Transport and Access Management Plan [OTAMP] to the Planning Secretary.

Please find attached the Nihon University Newcastle Campus Operational Transport and Access Management Plan prepared by Seca Solution Pty Ltd a suitably qualified traffic consultant. The OTAMP has been prepared in consultation with Newcastle City Council to address the requirements of the Conditions of Consent E14.

Should you require further information on the OTAMP please feel free to contact either Katherine Daunt or Edward Clode at dwp Australia Pty.

Yours sincerely,



Edward Clode
Design Director
Registered Architect – NSW ARBN 4100
Email: edward.c@dwp.com

File: 17-0347_A-d01-20_jet

Encl.: Nihon University Newcastle Campus Operational Transport and Access Management Plan May 2021 Ver02

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Nihon University Newcastle Campus

Nihon University

Operational Transport and
Access Management Plan

May 2021

SECAsolution 

Nihon University

Church Street, Newcastle

Operational Transport and Access Management Plan

Author: Sean Morgan/Cathy Thomas

Client: Azusa SekkeiC/- dwp

Issue: Ver02

Reference: P1626A

23 June 2021

Quality Review and Document History

Version	Date	Description	Prepared By	Reviewed/Approved By
Ver01	20/05/21	Draft	C Thomas	S Morgan
Ver02	23/6/21	Final	C.Thomas	S.Morgan



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1. Introduction and Summary

1.1 Purpose of Report and Study Objectives

1.1.1 Background

The Nihon University Operational Transport and Access Management Plan (OTAMP) has been prepared to satisfy Condition E14 required by the NSW Department of Planning, Industry and Environment. It has been prepared by Sean Morgan (qualified traffic engineer, road safety auditor) and Cathy Thomas (road safety auditor, qualified to prepare traffic management plans).

The project involves the adaptive re-use of the historic Newcastle Courthouse as well as the construction of additional student accommodation and educational space.

The New Nihon University Newcastle Campus is proposed to serve as a language exchange centre, primarily for Japanese students of Nihon University to learn English in an international environment, as well as students of Newcastle University to learn Japanese culture and language.

The development will cater for up to 100 students and up to 12 teaching staff to reside on site with no requirements to travel to or from the campus except for recreational purposes outside campus hours. As the majority of students and staff will not have access to a car, nor for many have international licenses, such travel will be by modes other than private car use. In this way the campus is well located being within a city centre with access to quality active transport opportunities.

1.1.2 Scope of Report

The various tasks identified and completed have included:

Requirement	
(a) detailed pedestrian analysis including the identification of safe route options -to identify the need for management measures to ensure students and staff are able to access and leave the Site in a safe and efficient manner at all times;	Chapter 2 – Pedestrian Access
(b) the location of all car parking spaces on the site and their allocation (i.e. staff, visitor, accessible, emergency, etc.);	Chapter 3 – Car Parking
(c) delivery and services vehicle management arrangements;	Chapter 4- Site Servicing
(d) the use of service zones limited to: i) 7am to 8am and 7pm to 8pm Monday to Friday; ii) 7am to 8am Saturday; iii) no use on Sundays or public holidays.	Chapter 4- Site Servicing
(e) management of approved access arrangements	Chapter 5 – Approved Access Arrangements
(f) potential traffic impacts on surrounding road networks and mitigation measures to minimise impacts, including measures to mitigate queuing impacts associated with vehicles accessing the car parking spaces or service zone;	Chapter 5 – Approved Access Arrangements
(g) a monitoring and review program.	Chapter 6

1.1.3 Issues and Objectives of the study

The traffic assessment completed to support the development consent assessed the suitability of the existing infrastructure to cater for the traffic and parking demands for the development. The traffic projections allow for visitors and non-residing staff to access the site, recognising that there are opportunities for travel by means other than as a driver of a private vehicle. The purpose of this plan is to detail the management of the site access for staff and students so ensure that the demand for parking and private vehicle travel can be managed and non-vehicle access can be undertaken in a safe and appropriate way. The plan also covers the management of service and delivery vehicles to the site.

The management measures outlined in this plan will be included on the University's web site to provide guidance to staff and visitors as appropriate and be made aware to staff involved in providing advice to contractors etc.

1.1.4 Planning Context

In developing this Operational Transport and Access Management Plan, the following documents have been considered:

- AS2890 Off-Street Parking
- Newcastle LEP and DCP;
- Guide to Traffic Management Part 11: Parking;
- Austroads Guides to cycling (various);
- Austroads Guide to Road Design Part 6A: Pedestrian and Cycling Paths; and
- NSW Planning Guidelines for Walking and Cycling
- Transport for NSW Road Safety *Keeping Your Children Safe when Dropping Off and Picking up at Campus*

1.2 Methodology

The methodology applied to the development of this plan focussed on the following key questions:

1. What public transport options are available in the local area to support travel to and from the campus?
2. What pedestrian and cycling options are available in the local area?
3. What are the future travel needs of the staff and visitors to the development?
4. How can the existing on-street parking provide for site servicing?

1.3 Authority Consultation

Consultation was undertaken with between dwp and the City of Newcastle (Appendix A). This report was provided to Council and reviewed by council staff (David Ryner).

Council advised the report was acceptable.

1.4 Site Location

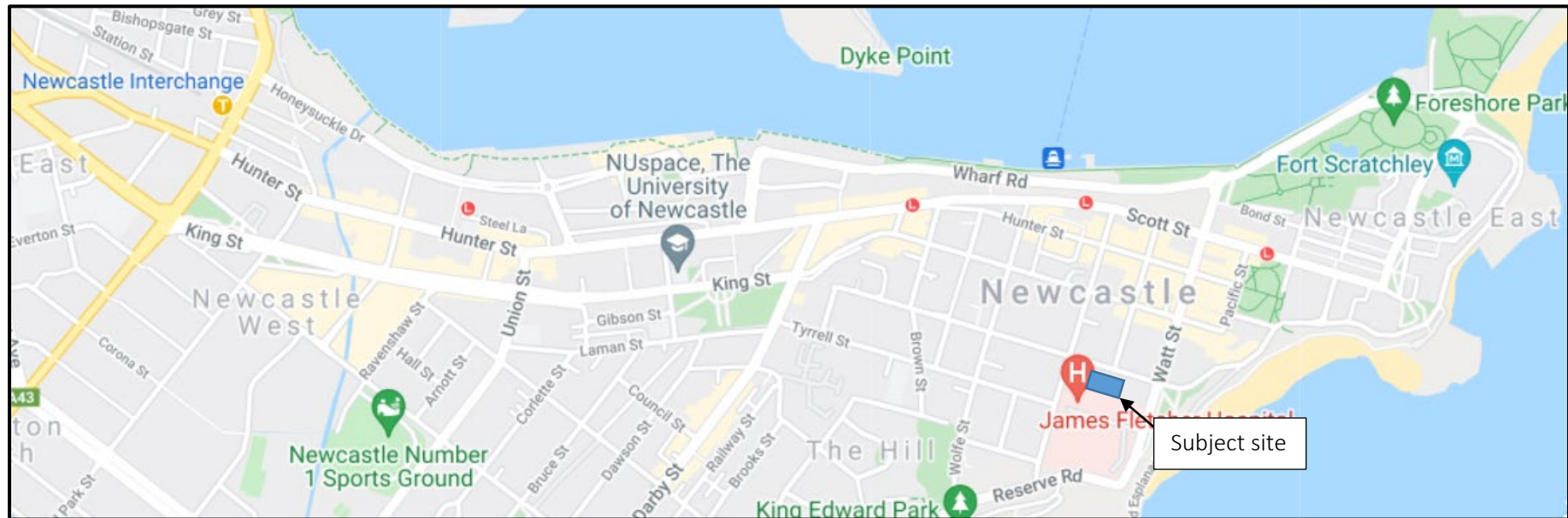


Figure 1-1: Subject site in the context of the local road network

P1626A dwp Nihon University OTAMP

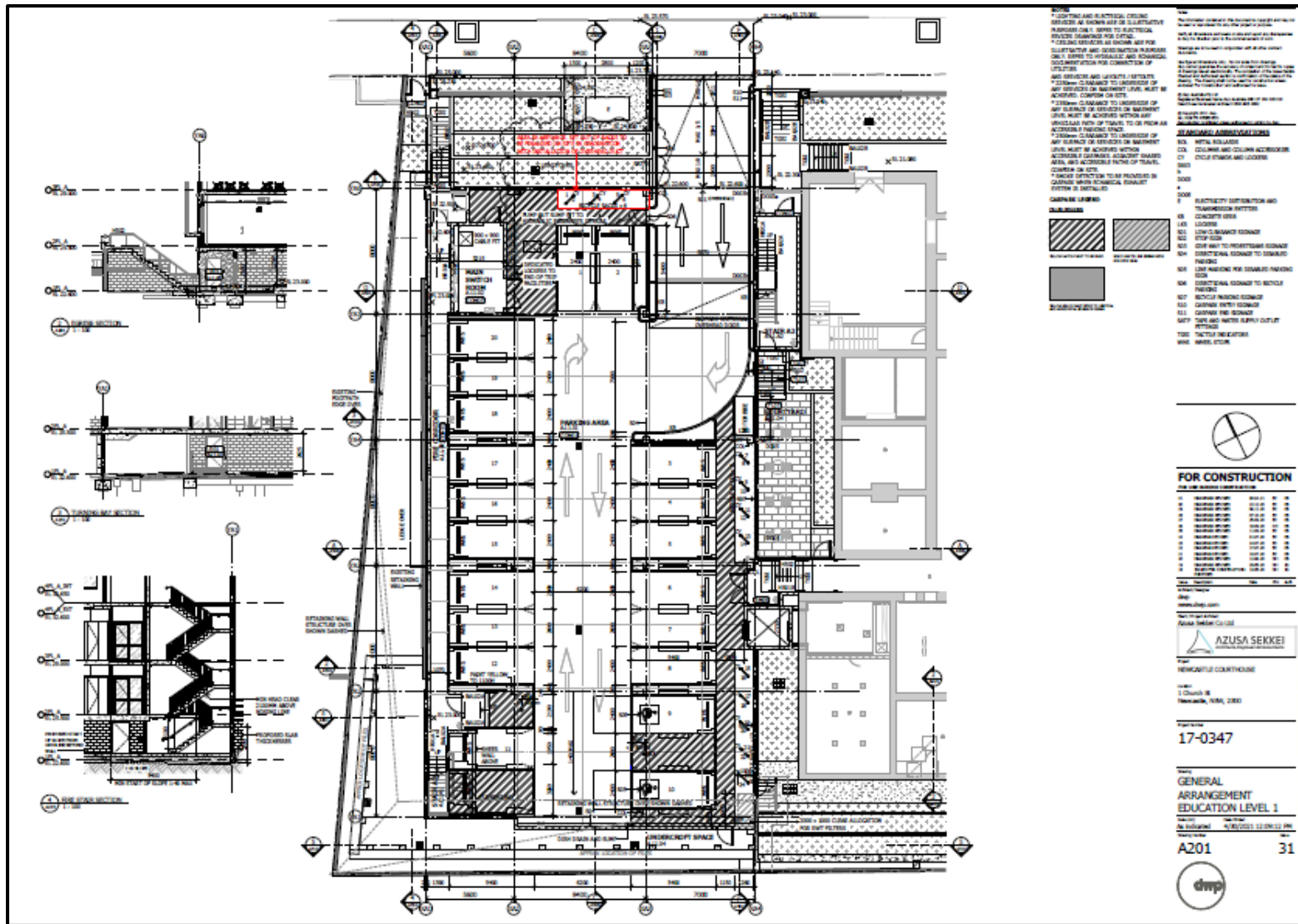


Figure 1-3: Site Plan Level 1

2. Pedestrian Access

An assessment has been undertaken to determine the availability of pedestrian links between the campus and the surrounding city centre. A radius of 600m was determined with a detailed onsite assessment undertaken for the surrounding streets within this area. (Figure 2-1)

Being part of the Newcastle city centre the campus is well connected to surrounding facilities with an existing network of footpaths on both sides of most roads. These paths are typically supported by pedestrian crossings at most intersections along with pedestrian phases at signalised intersections.

Church Street has footpaths to both sides of the road. A raised pedestrian crossing is to be developed at Bolton Street to provide for the safe movement of pedestrians, including staff and students, across Church Street. This then enable pedestrian to disperse across a number of routes to walk to local attractions including the light rail stops at Pacific and Queens Wharf. Footpaths also connect to Hunter Street mall, a shared area with access to various retail outlets and to the harbour foreshore.

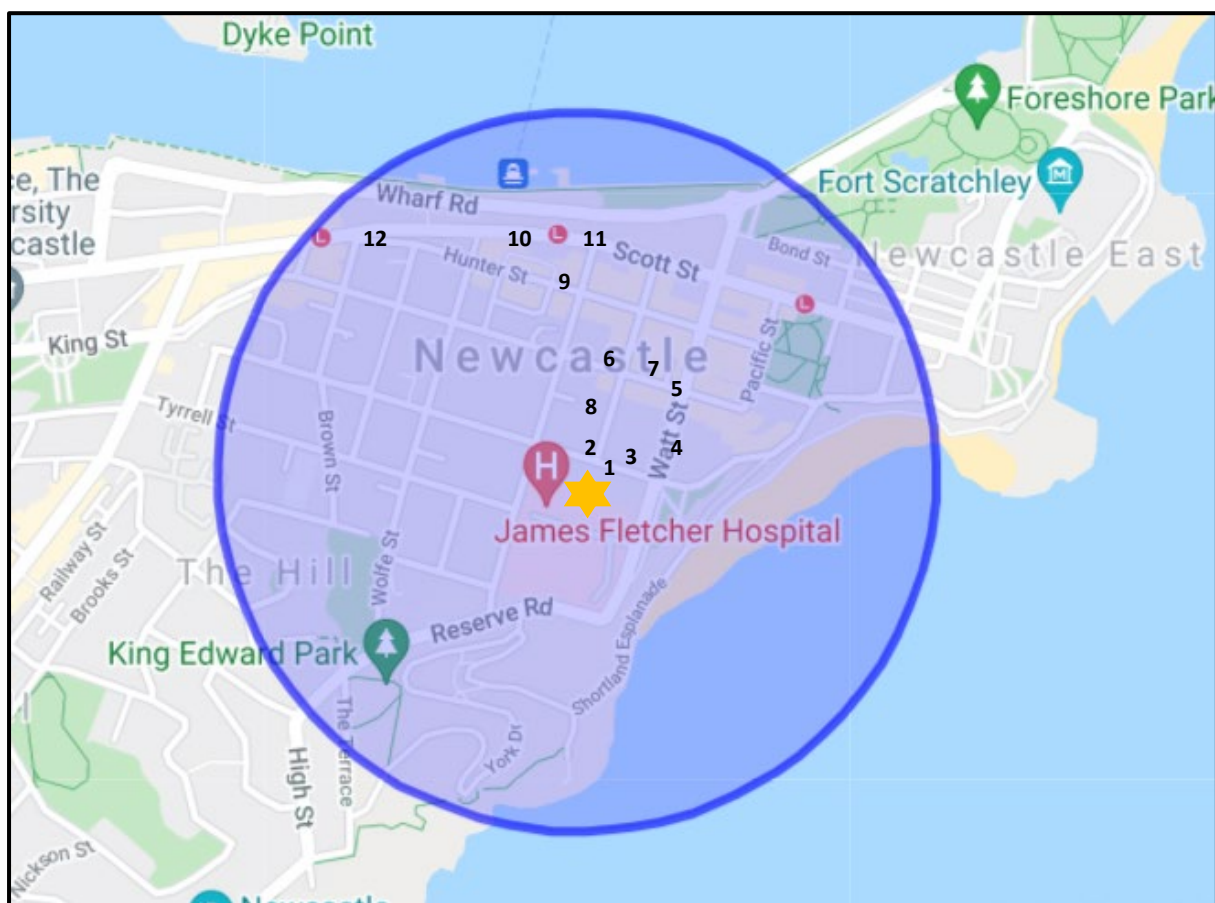
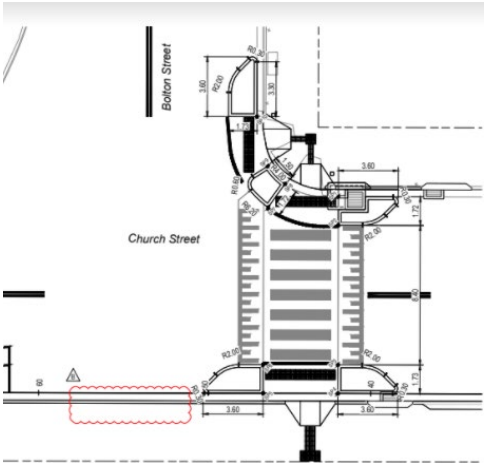


Figure 2-1 Road and path network within 600m of the subject site

Ref		
1	 	Upgraded pedestrian crossing at site frontage across Church Street (yet to be constructed at time of writing)
2		Pedestrian crossings at intersection of Church Street and Bolton Street

3		Pedestrian paths along Church Street
4		Pedestrian paths and bike storage along Watt Street. Watt Street provides significant north south connection between site and the harbour with connections east to the recreation/beach areas
5		Intersection of Watt Street and King Street showing typical pedestrian crossings on two of four legs

6		Intersection of Bolton Street and King Street (site to left at end of Bolton Street) showing typical pedestrian crossings on King Street (busier road).
7		Typical paths along King Street, providing east west connection through the city with bus services accessed from this street
8		Bolton Street paths providing connection north south between site and retail/commercial area of Hunter Street mall

9		Hunter Street mall. An east west shared connection providing for pedestrians, cyclists and vehicles. Future upgrades for pedestrians and cyclists proposed by Council in this location.
10		Signalised mid-block crossing on Scott Street connecting to the harbour foreshore and Queens Wharf light rail stop
11		Pedestrian paths providing connection to the various light rail stops

12		Paths along Scott Street with e-bike hire
----	---	---

Within the site there is a pedestrian pathway connecting the campus to Church Street allowing for the movement of pedestrians between the campus and the local streets. Internal pathways and walkways provide pedestrian connection between the residential and teaching areas of the campus. As the campus is only catering for 100 students this is no different to what may be anticipated in a hotel with conference and dining facilities.

There is also connection to the parking within the site which is only for the use of staff and the occasional visitors. Non-residential staff typically arrive at the start or finish of the working day whilst visitors could generally arrive throughout the day although some of these would also be anticipated after class times associated with extra teaching activities run on the campus.

After school hours, staff and students will be able to use the existing road frontages to access taxis and uber services as required.

On-site Management

Students/staff will be instructed on the safe movement of pedestrians, the use of crossings etc.

Students will be directed to leave the campus via pedestrian pathways.

Students crossing Church Street shall be able to do so at the crossing.

3. Car Parking

Parking is provided for 20 cars for non-residential staff and visitors with access from Church Street.

These spaces are allocated as follows:

- 6 staff car parking
- 13 visitor parking spaces
- 1 delivery/service bay for van or similar (B99 vehicle)

Two parking spaces out of the 20 provide for disabled access.

One (1) motorbike parking space is provided.

As the majority of staff and all students are resident on site there is no need to provide for student drop off or pick up.

On-street car parking is available along Church Street. Signage limits this to four hours for paid parking.

There is a public carpark to the immediate north of the site on the western side of Bolton Street.

Whilst emergency vehicles could stand on the driveway access if required, there is also the opportunity to stand along the site frontage or nose into the service bay area if necessary.

On-site Management

No on site management of parking is required.

4. Site Servicing

The site shall have minimal servicing needs with the main being that of waste collection. Other services may involve linen services, catering supplies and administration services (mail and parcel delivery) and some maintenance requirements.

The majority of these would be by van size vehicles and so where appropriate can use the loading/service spaces in the parking area. Such vehicles will be able to enter and exit the carpark in a forward direction.

Collection of all waste (garbage, recycling and organic green waste) will occur up to 3 times per week per the Waste Management Plan, undertaken by private contractor and managed directly by the building manager.

The site has also been designed to allow for a drive through service arrangement with left in left out access to Church Street as shown below in Figure 4.

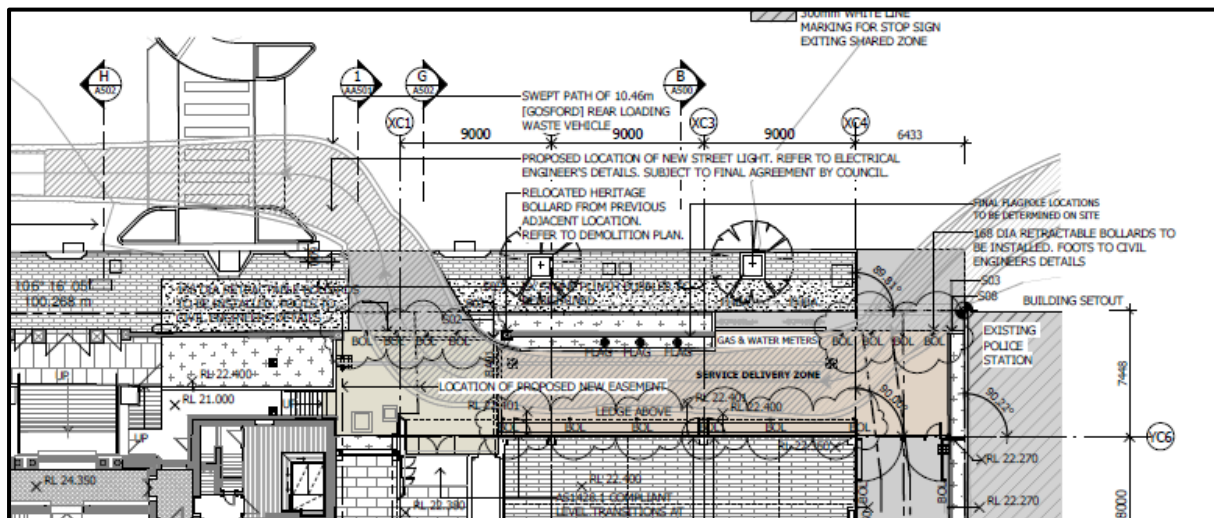


Figure 2 Service delivery zone

This “Service Delivery Zone” will allow for the collection of all waste as well as deliveries by larger vehicles up to 10.5m where required. Hours of use of the “Services Delivery Zone” have been agreed upon by the consent authority and are limited to the following:

- Between the hours of 7am to 8am and 7pm to 8pm Monday to Friday
- Between 7am to 8am Saturday
- No use on Sundays or Public Holidays

On-site Management

The “Services Delivery Zone” is designed to be controlled with removable vehicle bollards at both the entry and exit driveways, to prevent unauthorised vehicle entries outside of the designated operation days and times. The onsite building manager will be responsible for managing all vehicle movements within the zone, to ensure pedestrian and vehicular access is managed appropriately.

Garbage bins shall be managed to ensure they are returned to storage area within the campus grounds once emptied.

Contractors are to be advised of access times at the time of booking or contracting for services and monitored to ensure the requirement to attend the campus during these times is met.

5. Approved Access Arrangements

The carpark is available for staff and visitors as required. No student parking demands are anticipated given the unique nature of the site as an international campus for visiting Japanese students and staff.

Pedestrian access to the campus is available from the main entry on Church Street.

Access to the “Services Delivery Zone” will be controlled with removable vehicle bollards at both the entry and exit driveways, to prevent unauthorised vehicle entries outside of the designated operation days and times. The onsite building manager will be responsible for managing all vehicle movements within the zone, to ensure pedestrian and vehicular access is managed appropriately.

Traffic Impacts and Queuing at the site entry

The impacts of traffic has been considered in detail as part of the approval process and has been reviewed and accepted by both City of Newcastle and Transport for New South Wales.

The potential for on street queuing of any kind for the subject site is considered minimal. Whilst the car park accommodates up to 20 vehicles, this would mean on average 1 vehicle per 3 minutes if 100% arrive in one peak hour (or leave in one peak hour.)

With respect to service vehicles, the management of the Service Delivery Zone by the onsite manager will see contracts for service advised of the necessary operating times. Such vehicle movements will be minimal and shall be managed to ensure minimal risk of conflicting vehicle arrivals.

In this way the vehicular movements to and from the site will be limited and as a consequence the potential for on street queuing of any kind is minimal.

On-site Management

Access to the carpark shall be monitored to ensure use by appropriate people only.

Contractor scheduling shall be undertaken in conjunction with the onsite manager to reduce conflicting demands for the Service Delivery Zone.

6. Monitoring and Review

This OTAMP shall require ongoing monitoring and review to provide for the development and respond if necessary, to changing circumstances.

Such a review should occur with weekly monitoring for the first month and ongoing regular reviews to consider the needs of the campus.

The review should include where appropriate consultation with students, staff, and the campus community.

Once the campus is fully operational and the plan has been fully implemented then an annual review is appropriate.

A Authority Consultation



Katherine Daunt <katherine.d@dwp.com>

RE: 17-0347 - Nihon University - Operational Transport and Access Management Plan

2 messages

David Ryner <dryner@ncc.nsw.gov.au>
To: Katherine Daunt <katherine.d@dwp.com>

21 June 2021 at 08:26

Katherine

I confirm Council has reviewed the submitted Operational Transport and Access Management Plan for the Nihon University and considers the document to be acceptable .

Regards

David Ryner | Senior Development Officer (Engineering)**City of Newcastle | Governance**

Regulatory, Planning & Assessment | Development Assessment

T: +61249742633 | M: +61409300674 | E: dryner@ncc.nsw.gov.au*Newcastle - a smart, liveable, sustainable global city.**Cooperation | Respect | Excellence | Wellbeing*

From: Katherine Daunt <katherine.d@dwp.com>**Sent:** Wednesday, 16 June 2021 4:52 PM**To:** David Ryner <dryner@ncc.nsw.gov.au>**Cc:** Cathy Thomas <cthomas@secasolution.com.au>; Edward Clode <edward.c@dwp.com>; Christian Barkowski <christian.b@dwp.com>**Subject:** Re: 17-0347 - Nihon University - Operational Transport and Access Management Plan

[EXTERNAL] This email originated from outside of the organisation.

David,

Thanks for your reply. Please have your review comments through to us by the absolute latest COB Friday 18/06/21. Unfortunately if we receive any comments post this date we won't be able to consider or incorporate them into the final document.

Regards

Katherine

On Wed, 16 Jun 2021 at 16:41, David Ryner <dryner@ncc.nsw.gov.au> wrote:

Katherine

I apologise for the delay in my response.

I should be able to respond by the end of the week

Regards

David Ryner | Senior Development Officer (Engineering)

City of Newcastle | Governance

Regulatory, Planning & Assessment | Development Assessment

T: +61249742633 | M: +61409300674 | E: dryner@ncc.nsw.gov.au



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Our Digital Library, customer service and mobile council chamber at 12 Stewart Avenue has been awarded a NSW Local Government Excellence Award.



From: Katherine Daunt <katherine.d@dwp.com>
Sent: Wednesday, 16 June 2021 4:37 PM
To: David Ryner <dryner@ncc.nsw.gov.au>
Cc: Cathy Thomas <cthomas@secasolution.com.au>; Edward Clode <edward.c@dwp.com>; Christian Barkowski <christian.b@dwp.com>
Subject: Re: 17-0347 - Nihon University - Operational Transport and Access Management Plan

[EXTERNAL] This email originated from outside of the organisation.

Hi David,

As we haven't heard back from you last Thursday regarding the OTAMP, we are proceeding with finalising the document as it stands.

Regards

Katherine

On Mon, 7 Jun 2021 at 16:04, Katherine Daunt <katherine.d@dwp.com> wrote:

Hi David,

Just touching base regarding my earlier email to you below.

If you have any feedback on the draft OTAMP, please send it through by COB Thursday 10th June 2021.

We are in the process of finalising the plan for occupation.

Regards

Katherine

On Mon, 31 May 2021 at 15:28, Katherine Daunt <katherine.d@dwp.com> wrote:

David,

Project: Nihon University Newcastle Campus - SSD 9787

Address: 9 Church Street Newcastle

On behalf of Nihon University, please find attached the DRAFT Operational Transport and Access Management Plan [OTAMP]. The plan has been prepared by Seca Consulting, on behalf of Nihon University.

Please review the documentation on behalf of Council and provide feedback where required. Should you require further information on the OTAMP please feel free to contact either Katherine Daunt or Edward Clode at dwp Australia Pty.

Regards

Katherine

----- Forwarded message -----

From: **Steven Masia** <smasia@ncc.nsw.gov.au>

Date: Mon, 24 May 2021 at 15:11

Subject: RE: 17-0347 - Nihon University - Operational Transport and Access Management Plan

To: Katherine Daunt <katherine.d@dwp.com>

Cc: Cathy Thomas <cthomas@secasolution.com.au>, Edward Clode <edward.c@dwp.com>, Christian Barkowski <christian.b@dwp.com>, David Ryner <dryner@ncc.nsw.gov.au>

Hi Katherine,

Consultation with Council in respect to the Operational Transport and Access Management Plan can be directed to Senior Development Officer (Engineering) – David Ryner, dryner@ncc.nsw.gov.au who is also copied into this email.

Regards

Steve

Steven Masia | Senior Transport & Traffic Strategist

City of Newcastle | Governance

Transport & Compliance

T: +61249742054 | M: +61457840656 | E: smasia@ncc.nsw.gov.au



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From: Katherine Daunt <katherine.d@dwp.com>

Sent: Wednesday, 19 May 2021 3:13 PM

To: Steven Masia <smasia@ncc.nsw.gov.au>

Cc: Cathy Thomas <cthomas@secasolution.com.au>; Edward Clode <edward.c@dwp.com>; Christian Barkowski <christian.b@dwp.com>

Subject: 17-0347 - Nihon University - Operational Transport and Access Management Plan

[EXTERNAL] This email originated from outside of the organisation.

Hi Steven,

In relation to the Nihon University project at 9 Church Street, the proponent is currently preparing an Operational Transport and Access Management Plan [OTAMP], in accordance with the following consent condition E14:

Operational Transport and Access Management Plan (OTAMP)

E14. Prior to issue of an Occupation Certificate, an OTAMP is to be prepared by a suitably qualified person, in consultation with Council and submitted to the Planning Secretary. The OTAMP must address the following:

NSW Government
Department of Planning, Industry and Environment

24

Nihon University Newcastle Campus
(SSD 9787)

- (a) detailed pedestrian analysis including the identification of safe route options – to identify the need for management measures to ensure students and staff are able to access and leave the Site in a safe and efficient manner at all times;
- (b) the location of all car parking spaces on the campuses and their allocation (i.e. staff, visitor, accessible, emergency, etc.);
- (c) delivery and services vehicle management arrangements;
- (d) use of the services zone limited to:
 - (i) 7am to 8am and 7pm to 8pm Monday to Friday;
 - (ii) 7am to 8am Saturday;
 - (iii) no use on Sundays or Public Holidays;
- (e) management of approved access arrangements;
- (f) potential traffic impacts on surrounding road networks and mitigation measures to minimise impacts, including measures to mitigate queuing impacts associated with vehicles accessing the car parking spaces or services zone;
- (g) a monitoring and review program.

The OTAMP must be prepared in consultation with council. Would you please kindly either direct us to the correct person within council that we can consult with, or otherwise advise how you would like to handle this consultation process.

If you would like to manage similarly to our consultation processes with the Green Travel Plan, we would be happy with that arrangement.

We await your response.

Regards

Katherine

--

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Katherine Daunt | Design Director
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Katherine Daunt <katherine.d@dwp.com>

21 June 2021 at 09:06

Draft To: Cathy Thomas <cthomas@secasolution.com.au>

Cc: Edward Clode <edward.c@dwp.com>, Christian Barkowski <christian.b@dwp.com>

Bcc: 17-0347 Newcastle Courthouse <17-0347-newcastle-courthouse@dwp.com>

Cathy,

Please see below email correspondence from council [also attached as a PDF]

[Quoted text hidden]

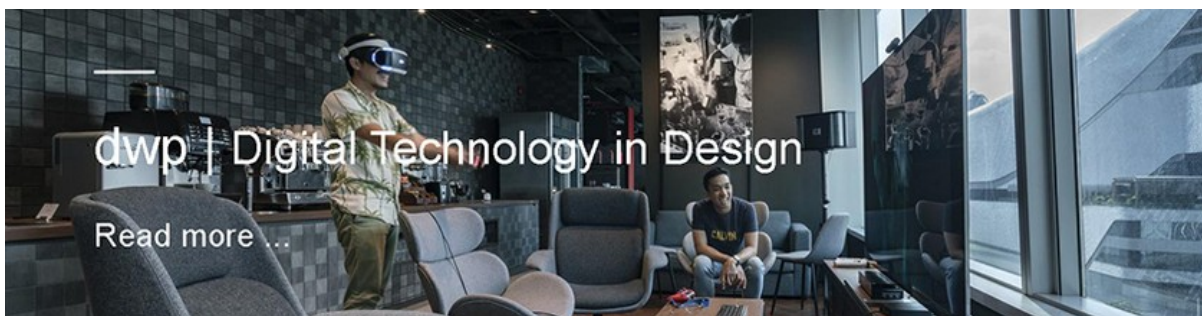
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