

## St Catherine's Development Community Consultative Committee

**Meeting No:** 16

**Date:** Tuesday 17 December 2019, 6.30pm

**Venue:** St Catherine's School, Reception Room, 26 Albion Street, Waverley

<b>Attendees</b>	
<p><b>Community Members:</b>                      Danny Caretti – Charing Cross Precinct/                      neighbouring resident                      Julie McAlpin – Charing Cross Precinct</p>	<p><b>St Catherine's</b>                      Andrew Grech                      Warwick Smith</p> <p><b>Richard Crookes</b>                      Belal Afyouni - Project Manager                      Cameron Waller – Construction Manager</p> <p><b>Independent Chair</b>                      Roberta Ryan</p> <p><b>Minute taker</b>                      Stella Cimarosti</p>
<p><b>Apologies:</b> Dom Egan – Resident, Kate Marshall – resident, Representative– SummitCare, Peter Monks – Waverley Council</p>	

Item	Description	Actions arising
<b>1</b>	<p><b>Welcome and introductions</b></p> <p><b>6 – WS to circulate conditions of consent. Attached to the minutes for CCC member review</b></p>	
1.1	The chair welcomed attendees	
<b>2</b>	<b>Apologies</b>	
2.1	<p>As noted above.</p> <p>RR noted that a new contact from SummitCare had been contacted but was on leave.</p> <p>RR noted that she had discussed attendance with Waverley Council. PM will continue to be the representative, he also indicated there was a person from Council identified to attend but he was unable for this meeting. It is expected he will be able to attend future meetings.</p> <p>RR noted that she had been in contact with the Bronte Beach Precinct. Discussions about attendance had been ongoing, she will continue to pursue a member from the precinct to attend the CCC meetings.</p>	<p>RR to seek a representative from the Bronte Beach precinct.</p>
<b>3</b>	<b>Acceptance of minutes from November 2019</b>	
3.1	JM and DC accepted minutes from the previous meeting.	

<b>4</b>	<b>Actions arising</b>	
4.1	Actions arising relating to attendance covered in 2.1	
4.2	Actions arising from previous meeting (2.1, 4.2, 5.2, 6) resolved	Conditions of consent to be attached to these minutes.
<b>5</b>	<b>Stage 1 Update</b>	
5.1	<p>Recent night work</p> <p>BA - Approval was obtained from RMS to carry out work on MacPherson Street to remove trees. Richard Crookes was advised they could carry out the work during the day between 9:30am and 2:30pm or during the night. As the work required temporarily impacting the bus stop, STA approval was also required. STA did not approve for the work to be carried out during the day due to the impact this would have on the reliability of the bus service.</p> <p>The work was to be carried out over two night shifts. Richard Crookes distributed information via their email distribution list and also distributed a flyer to surrounding residents about the work. After the first shift a number of complaints were received from and so the second night was not carried out.</p> <p>RR asked if council approval required for this work.</p> <p>BA advised that no council approval was required as MacPherson Street is a state road.</p> <p>CW noted that council have been involved in discussions about the bus stop and the work for some time.</p> <p>BA – The initial plan was to relocate the bus stop on MacPherson Street during construction. STA had given approval for this to be carried out pending council discussions. Council did not approve relocation of the bus stop. They advised the request needed to go to the local traffic committee to be approved. Unfortunately the bus stop needed to be moved in order to remove the trees.</p> <p>DC asked who at council is responsible for approving requests such as these.</p> <p>BA advised it usually goes through a certain department rather than a particular person. Usually a traffic officer.</p> <p>WS reiterated that we did try to relocate the bus stop but this didn't go to plan.</p> <p>BA noted that once complaints were received work was stopped.</p> <p>DC asked how the work would happen now that the bus stop can't be relocated.</p> <p>BA advised that an alternative plan was being worked out.</p> <p>CW noted that the bus stop relocation hasn't been completely ruled out. Negotiations with council are ongoing but we are looking at an alternative plan.</p>	

	<p>DC asked why these approvals hadn't been sorted out by council months ago.</p> <p>WS noted council were probably waiting for construction commencement to be closer.</p> <p>JM noted that this illustrates why council needs to be here at the meetings to help us work through these issues.</p> <p>DC noted that it's disruptive for residents and causes delays to the project.</p> <p>WS commented that this was a good test of urgent communications plan.</p> <p>BA advised that Richard Crookes were able to send an alert out and a flyer to around 400 residents. Residents were still not happy with the fact that the work happened at night regardless of the notification.</p> <p>CW noted that Richard Crookes did try to negotiate with STA so that the work could be carried out during the day by doing it over multiple days in bursts to avoid disruption to the buses but this didn't work out.</p>	
5.2	<p>Site hoarding</p> <p>BA advised site hoarding has gone up within the school grounds only. The hoarding, located outside of the school grounds is due to be installed on Thursday.</p> <p>RR asked what approvals were required for the hoarding.</p> <p>BA advised that there were no approvals required for the hoarding within the school. Approval from council for the external hoarding was required and has been received. The approval was granted today (17/12) and the application was submitted about a month ago. RMS and STA approval was also required for installation. This has also been received.</p> <p>DC asked if any of the work to install the hoarding would happen at night.</p> <p>BA advised that the work would be carried out during the day. Richard Crookes have negotiated with STA so that the work can be carried out with the exception that buses are given priority.</p>	
5.3	<p>Christmas</p> <p>DC asked about work over Christmas.</p> <p>BA advised that work would be stopping on Friday (20/12) however, next week and the week after there may be a few people in and out of the site. Work will start properly after the break on 6/01/2020.</p> <p>CW asked if machines would be use on site over the break.</p> <p>BA advised that there was a small machine on site that would be used over the break.</p> <p>CW confirmed that there may be an hour or two of the machines doing work and asked if there would be any other machines working during the break?</p>	

	<p>BA advised there wouldn't be any additional machines on site over the break.</p> <p>DC asked if any demolition would be carried out.</p> <p>BA advised that there wouldn't be.</p>	
5.4	<p>Cranes</p> <p>RR asked if there would be a crane installed as part of the project and what approvals/permits were required for this.</p> <p>BA advised that there would be a crane however, this would not be required until April next year.</p> <p>WS noted that this would be a permanent crane that would be in place for the duration of stage one works.</p> <p>BA advised that the installation of the crane would require a road closure. The applications for this closure haven't been submitted yet.</p> <p>JM asked what approvals would be required for this closure.</p> <p>BA advised that council, RMS and probably DPIE would need to approve this.</p> <p>RR asked if Police approval would be required.</p> <p>BA responded yes, typically council applications need Police permits. Typically we do crane installations on the weekend as it is less disruptive.</p> <p>AG noted that Police also sit on the council traffic committee.</p> <p>CW advised that a crane installation can take about 12-14 hours in total.</p> <p>WS noted that wind can cause issues with the installation. If it's unsafe the work will stop.</p> <p>CW noted that at the end of the stage one construction the crane will be removed which will take the same amount of time and require a road closure.</p> <p>RR asked if a traffic control plan (TCP) would be put together.</p> <p>BA advised that a general TCP for every day had been created. The crane installation would require its own TCP, which hasn't yet been put together.</p>	
5.5	<p>DA asked what was happening with the water in the swimming pool.</p> <p>AG advised that the water had to be removed as it was chlorinated. It wasn't able to be reused.</p>	
5.6	<p>BA noted that discussions were ongoing regarding the boundary conditions for MacPherson Street. A meeting was held with the relevant strata committee last Friday where the matter was discussed and a process was agreed upon.</p> <p>DC asked what will be there when the boundary fence is removed.</p>	

	<p>BA advised an A class hoarding about 2.4 metres high would be installed during construction.</p> <p>CW noted that Richard Crookes is currently documenting those agreements so there is no confusion.</p>	
<b>6</b>	<b>Communication to date – update</b>	
6.1	<p>Community notification/flyer</p> <p>DC noted that the flyer was unclear and did not advise that construction would be starting. DC commented that the flyer should have been more plain English and should have been clearer about the start of construction. It's clear that many residents didn't understand what the flyer was saying as only about 11 people turned up to the school's information night whereas about 50 showed up to the precinct meeting which was more effectively advertised.</p> <p>AG took this feedback on board and noted that the school ran two ads in the local paper and distributed the flyer. There was a parent evening and a community evening held and an invitation to Charring Cross Precinct Committee.</p> <p>AG also noted that learnings have already happened after the recent night work. It's clear that the email mailing list is effective. Running another ad in the local paper is being considered. The ad would encourage people to sign onto the email list. This ad would likely go out in late January or early February.</p> <p>JM asked if these ads also go in the school newsletters as the Wentworth Courier may not be reaching enough people.</p> <p>AG advised that the ad also went in the school newsletter and on the school website.</p> <p>BA commented that Richard Crookes have also carried out two letterbox drops informing residents that work was starting – around 600 flyers were distributed.</p> <p>DC noted that he did not receive this notice.</p> <p>BA advised that the first distribution went to around 400 properties and the second one was increased to around 600.</p> <p>DC noted that a lot of the properties in the distribution zone were apartments so this may not have been a big enough area.</p> <p>AG noted that the letters are going to the approved zone that was previously agreed on with the CCC.</p> <p>DC commented that perhaps a smaller zone for people heavily impacted by construction should be considered.</p> <p>CW noted that Richard Crookes can put something together to be considered by the group.</p> <p>DC commented that it should go up to Bronte Road on both sides.</p>	<p>Richard Crookes to suggest new distribution zone for short term notifications for work close to the site. This proposed catchment area will be provided asap for CCC members to offer comments on out of session.</p>
6.2	Incoming correspondence	<p>BA to confirm numbers of calls and sign ups to</p>

	BA advised that around 35-45 people have signed up to the email mailing list and that about 20-30 calls were received to the 1800 number when night work was carried out.	the distribution list.
<b>7</b>	<b>Conditions of consent and role and membership of the CCC</b>	
7.1	<p>RR noted that the role of the CCC is to oversee that the Conditions of Consent are being met and asked WS to run through this with the group.</p> <p>WS key points. These are explained in more detail in the conditions of consent document.</p> <ul style="list-style-type: none"> <li>- The development consent document is separated into three schedules.</li> <li>- Schedule 1 includes details about the approved development.</li> <li>- Schedule 2, part A covers the terms of consent including sections such as – Determination of further DA's, Student and staff population, Car parking, Operational Transport Management Plan, role of the secretary as moderator etc... (refer to document for full list)</li> </ul> <p>DC noted that there were questions at the precinct meeting around the information in the student and staff population section. This was confusing for people. The table appears to show that the numbers have dropped?</p> <p>AG advised that next year the school has around 1040 enrolments.</p> <p>WS asked how many out of this number are boarders?</p> <p>AG advised that around 63 were boarders.</p> <p><b>DC advised that this section needs to be explained for people. Particularly around how the number can be increased by 15 from 2020 to 2021.</b></p> <p>WS continued:</p> <ul style="list-style-type: none"> <li>- Schedule 2, part B outlines conditions to be met in future development including sections such as – Traffic, access and car parking, Urban Design, Landscaping, Environmental considerations, Heritage assessments, Waste etc... (refer to document for full list)</li> <li>- Schedule 3 outlines the condition for stage 1 work. It includes a description of what is approved and the conditions required to carry out the described work (refer to document for full list)</li> <li>- Two modifications have been made since the initial document was published. These have been consolidated into one document which can be distributed.</li> </ul> <p>RR requested more information on how oversight of the conditions goes through a private certifier and also through council.</p> <p>WS advised that the project has development consent however in order to start any work a Construction Certificate needs to be granted. Construction Certificates are submitted for different sections of work. The private certifier will review the Construction Certificates against the conditions of consent prior to providing approval. The Construction Certificate doesn't have any conditions attached to it. It simply</p>	<p>Conditions to be attached to the minutes.</p> <p>WS to advise on DC question around student and staff population</p>

<p>assesses if relevant to this stage of the construction, whether it meets the Conditions of Consent. The first Construction Certificate for early work has been issued.</p> <p>RR asked what is Waverley Council's role in this process is?</p> <p>WS advised that the Private Certifier will issue the Construction Certificate to Council at least 48 hours before work starts. This is the responsibility of the certifier.</p> <p>BA noted that there are some conditions that require council approval.</p> <p>RR asked if the Construction Certificate a public document.</p> <p>WS wasn't sure but thought it most likely would be as it is provided to Council and the Department of Planning.</p> <p>WS continued:</p> <ul style="list-style-type: none"><li>- Item A7 talks specifically about the CCC and its role.</li><li>- The CCC must:<ul style="list-style-type: none"><li>o Be operating prior to the issue of any Construction Certificate</li><li>o Meet at least quarterly, and for a period of at least two years post the commencement of operation for this stage of the approval.</li><li>o Review: Traffic and parking impacts, independent audit reports and the implementation and effectiveness of the Operational Transport Management Plan including the results of the monitoring conducted under the plan.</li></ul></li></ul> <p>AG noted that these are the conditions for the current development for stage 1 (around 3 years.)</p> <p>RR advised that this committee is up to meeting number 16. We have not been required to meet up until our last meeting. The school has enabled this process to happen to allow people to have input into the traffic management plans and key things we need to be looking at. The chair can make decisions on attendance requirements. For this CCC, now construction is underway, there needs to be someone from Waverley Council, someone from the school, someone from the contractor and community representatives (ideally both relevant precincts and neighbours). The guidelines recommend that around seven people constitute the CCC.</p> <p>DC noted that the meetings had been happening for some time because we were expecting construction to start earlier.</p> <p>RR agreed, we were ahead of where we needed to be because of delays.</p> <p>RR touched on the involvement of local members of parliament – they receive the minutes and are welcome to come. They can be invited through RR but it's not necessary at this point. I keep them updated as required.</p> <p>DC suggested perhaps the new mayor could be invited?</p>	
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	<p>RR advised she can be invited. It's my preference to seek information through this committee about construction that can help resolve issues that arise.</p> <p>DC advised that in a sense that is true, that during the construction process an officer would be valuable</p> <p>AG noted that the CCC is set up to enable communication.</p> <p>RR advised that the CCC is now typically a consent requirement for a project of this kind regardless of your previous history with communication. The school does need to engage more broadly with the community outside of this group as it doesn't substitute communicating or engaging with the community.</p> <p>DC asked if this was one of the first projects of this kind (with a school) to have a CCC?</p> <p>RR noted that she didn't think so.</p> <p>DC advised that this is one of the first CCC's for a school. The reason why this has happened is due to the lack of communication in the past from the school.</p> <p>AG agreed that the RPAC work specifically called this out.</p> <p>JM noted that we should move forward in a positive light despite what's happened in the past. The school is making an effort to liaise and work with the community now.</p> <p>JM ask if there are overarching changes to legislation (such as the Building code of Australia (BCA) which will probably become the National Building Code next year) does the new legislation get filtered down into this.</p> <p>WS advised yes, it's the relevant legislation at the time that applies. Sometimes, depending on what the item is the legislation at the time the document was written will apply but mostly it's the current legislation. This building (stage 1) is certified under BCA 2019, which is what this will be assessed on. If stage 2 is submitted after May next year it may be assessed under the National Building Code.</p>	
<p><b>8</b></p>	<p><b>Stakeholder analysis exercise</b></p>	
<p>8.1</p>	<p>The group reviewed the draft stakeholder analysis document and were asked by the chair if there were any comments/additions/thoughts on this.</p> <p>JM asked whether it might be worth considering sporting fields and events if the road may be closed over a weekend for the crane installation and removal. There are a number of sporting fields in the area and the local paper may not reach people coming in for sporting events. Might be worth considering other channels (such as Facebook) for big ticket items such as the crane work.</p> <p>AG noted that some sporting events were run by the school and some go through a club or association. We can work through the association/club to get the message out.</p>	<p>Richard Crookes to explore contacting local school P&amp;C's and sporting groups to get information out.</p> <p>RR to contact Randwick council to again invite their participation in the CCC.</p>



	<p>WS asked how people would book these fields. Is there a central contact that we could use?</p> <p>JM advised Waverley college manages some of them. Some are Moore Park Trust.</p> <p>WS ask if there is wet weather how to the relevant fields let people know.</p> <p>JM advised that this message would go out through the club.</p> <p>AG noted that Facebook is often used in this instance.</p> <p>WS asked if we could invite people to register for the email list through these Facebook pages.</p> <p>JM asked if it's possible to broadcast to local schools through P&amp;C's.</p> <p>DC noted that the precinct ran a \$23 ad on Facebook to provide an update on two developments. The ad enabled geo-targeting reviewing the reach of the ad. It was really beneficial and reached a number of people.</p> <p>AG commented that the school has used this method before.</p> <p>DC noted that you can make a comment on the ad so sometimes you can get inappropriate comments.</p> <p>JM noted that if you are going to advertise in the Wentworth Courier it might be worthwhile booking the page next to Waverley Council's ads.</p> <p>DC advised that there is also a digital version of the paper.</p> <p>RR noted Randwick council have not responded to attempted contact to join the CCC.</p> <p>Is regular communication with the Police required?</p> <p>BA advised that Richard Crookes have made contact with the local Police.</p> <p>AG asked RR if an annual summary is sent back to the secretary.</p> <p>RR yes I prepare this and sent it through.</p> <p>JM asked if the summary is published.</p> <p>RR – yes.</p>	
<b>9</b>	<b>General business</b>	
9.1	<p>Waste removal as a result of the development consent</p> <p>DC noted that currently the bins are being collected right next door to his property. Now that only 1A is being built the waste collection is not happening in Leichhardt Lane. What happens when 1A is completed?</p> <p>AG advised the rubbish collection won't change until after construction is completed.</p> <p>DC questioned if this was possible as the garage where it is currently being collected will be demolished?</p>	<p>AG to look into signage and witches hats for the driveway to seek to prevent parents from parking illegally where the bins are collected.</p>

<p>AG noted that a bin room is being built as part of 1A that backs onto Leichhardt Lane.</p> <p>DC asked when the bin room would be functioning.</p> <p>AG advised once 1A is completed (July 2021)</p> <p>DC noted that currently the rubbish truck has to stop in the middle of the road to collect the bins because parents dropping off their kids block driveway/garage where the bins are collected. This is not an appropriate place to collect the garbage because it's not being policed by the school. Another option needs to be looked at.</p> <p>AG noted that since the last meeting the bins are being collected after 9am.</p> <p>WS asked if there was any street parking signage in this area?</p> <p>DC advised no as it's a driveway not parking.</p> <p>WS asked for clarification around where the truck is supposed to stop.</p> <p>AG currently the truck stops across the two driveways in front of where the bins are stored. If someone parks across the driveway the garbage truck cannot fit.</p> <p>JM asked if it would help if they came after school drop off after 10am.</p> <p>AG noted that they are now coming after 9am and he thought that had been working. The only other option is Albion Street which we would have the same issue, is a much busier road and wouldn't be a suitable location.</p> <p>JM asked if the garbage truck could pull into the drive way?</p> <p>AG noted that this wasn't possible.</p> <p>JM asked how many garbage bins were being collected each day.</p> <p>AG advised he wasn't sure of the exact number.</p> <p>DC advised at least 4 or 5 bins.</p> <p>JM asked if they could be moved somewhere onto the street during construction so that the truck didn't have to use the driveway.</p> <p>DC questioned the conditions around waste collection and if the school was following what's required.</p> <p>WS noted that this was covered in a section called Administrative Conditions.</p> <p>AG advised that he understood that after construction the bin collection returns to the current spot.</p> <p>DC noted that something needs to be done. This needs to be taken more seriously by the school.</p> <p>JM asked who picks up the waste at Summit Care. Do they have the same problem?</p> <p>DC advised that they have a driveway that is used so it's not a problem. We also suffer bins moving down the driveway at night as well when</p>	
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	<p>cleaners are at the school. Something needs to be done to resolve these issues. It's currently not working.</p> <p>RR commented that main issue seems to be parents parking across the driveway.</p> <p>JM suggested signage and a camera.</p> <p>DC agreed at least signage is definitely required.</p> <p>AG agreed this could be done.</p> <p>RR asked AG to clarify that there isn't an alternative option for waste collection during construction?</p> <p>AG advised there wasn't. It's risky to use Albion Street as the trucks would need to reverse out. I don't think council would approve putting bins on the road.</p> <p>RR asked if it's worth mentioning it to the schools traffic controller.</p> <p>AG advised that from next year the school will have all of the maintenance team certified for traffic control to allow further assistance with traffic control.</p> <p>JM asked if the signage didn't work could you put up a bollard.</p> <p>DC noted that that wouldn't work.</p> <p>JM asked what about witches hats</p> <p>DC noted that that could work.</p> <p>AG agreed the school would look into this.</p>	<p>RR asked AG to clarify that there isn't an alternative option for waste collection during construction?</p>
<p><b>10</b></p>	<p><b>Date for next meeting</b></p> <p>Monday 24 February</p> <p>Minutes approved: Roberta Ryan</p>	