

St Catherine's Development Community Consultative Committee

Meeting No: 35

Date: Tuesday, 7 March 2023, 6:30pm – 8:00pm

Venue: St Catherine's School and Zoom.

Attendees	
<p>Community members Danny Caretti (DC) Eric Kleinman (EK) Kate Marshall (KM) Julie McAlpin (JM)</p>	<p>St Catherine's Andrew Grech (AG) Warwick Smith (WS) Judith Poole (JP)</p> <p>Independent Chair Professor Roberta Ryan (RR)</p> <p>Minute taker Isa Crossland Stone (ICS)</p>
<p>Apologies</p>	

Item	Description	Action
1	<p>Welcome and introductions</p> <p>RR welcomes everyone to the 35th St Catherine's CCC meeting.</p> <p>RR, JM and ICS are in attendance via Zoom. The other members are meeting on St. Catherines School grounds.</p> <p>RR welcomes JP to her first CCC meeting and invites JP to introduce herself.</p> <p>JP introduces herself to the CCC; she is the new headmistress of St. Catherine's School. She was inducted at the beginning of 2023 and will spend two years in the role of Interim Head to guide the school through a transition phase.</p> <p>JP says that she appreciates the importance of maintaining a good working relationship with residential neighbors and the surrounding community. She notes that St. Catherine's school is a notably community-based school; most students' families belong to the local community.</p>	

	<p>JP understands that the issues of traffic and parking are of high priority for the Eastern Suburbs community. She is committed to learning how best to meet the needs of the community on this point.</p> <p>JP is familiar with the parking agreements between the school and the neighboring residents and has ensured that they are upheld during recent social events on school premises.</p> <p>RR thanks JP for her comments.</p> <p>JM thanks JP for her support and representation at the meeting.</p> <p>DC and EK endorse the previous minutes.</p>	
2	Apologies	
	There are no apologies.	
3	Minutes and matters arising	
	<p>RR asks if there are any additional items for the agenda.</p> <p>DC enquires about the absence of council representation at the meeting. The CCC was expecting to have a representative today.</p> <p>RR says that she wrote to the general manager of the Council in November 2022 asking for a replacement for previous member MF. She did not receive a response. RR followed up with a phone call in mid-January of 2023 and did not receive a response to her voice message.</p> <p>RR notes that she and the other attendees believe that a regular Council presence at the meetings is very important to the CCC's smooth running.</p> <p>RR notes that this a part of the CCC guidelines, and is an important measure to ensure that the community members are not made responsible for understanding compliance and decision-making elements of CCC discussion.</p> <p>DC says that the Charing Cross precinct received notice of Council's nomination of a member.</p> <p>DC says that he and JM received confirmation of this individual's future CCC attendance during a council function at the end of 2022.</p> <p>DC asks JM if she recalls the name of the nominee.</p>	

<p>JM says that his name is Sunil Kushor. He is the Compliance Manager at the Council.</p> <p>KM asks RR if there has been progress regarding recruitment of new community members for the CCC</p> <p>RR says that JM has suggested a potential new member, who RR plans to be in touch with. RR invites JM to introduce this individual to the group. JM says that the individual is named Gerry Braddon (GB). He is a member of the Charing Cross Precinct meeting and was formerly a volunteer at the Charing Cross hub.</p> <p>JM says that GB is very interested in the opportunity to become involved in the CCC. He is an active community member who has previously delt with Council regarding concerns about accessibility. JM notes that GB has expressed a particular interest in traffic and therefore familiar with the issues discussed in the St. Catherines CCC. DC adds that given the importance of the OTMP to traffic management by the school, it is important to recruit a committee member who is familiar with the complexities of this document.</p> <p>RR agrees. She says that ultimately this is a role for the Council. RR clarifies that the appointment of a new community member to the CCC does not negate the need for a Council representative.</p> <p>1. Program for term 2: traffic survey timing</p> <p>WS says that his reason for providing the Scope of Service to the attendees prior to the meeting was to allow for any amendments before it goes out to tender. This will enable the survey to be scheduled for a time before the next CCC meeting.</p> <p>RR asks if attendees have any concerns with the current scope.</p> <p>RR notes that the scope includes the additional areas on Leichardt Ln, which was mentioned earlier in this meeting by EK and KM.</p> <p>DC asks WS if there are any other significant inclusions in this current scope compared to the previous</p>	<p>RR will follow up with Council regarding Sunil's regular presence at meetings in future.</p> <p>RR will follow up with GB to discuss his future participation on the CCC.</p>
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	<p>WS says that for the most part, it will be the same, only this review will not include the crossing area which was audited last year.</p> <p>WS notes that the DA requires that within 6 months after an increase in student numbers there must be a review. The survey's schedule around the Easter period is well-timed for the purposes of meeting this requirement.</p> <p>DC notes that last year the survey was conducted during Term 1.</p> <p>AG notes that they generally carry out a non-term survey as well as term survey. He will follow up regarding the term schedule for Term 2 to confirm.</p> <p>WS asks if the group is agreeable to having the non-term survey occur during the Easter break. DC agrees that this makes sense.</p> <p>Prospecting an appropriate date for the term-time survey, WS says that often the first week of term is not reflective of the general trends, since parents are out of their usual habits. WS suggests that they aim for the second week of Term 2, which is the first full week of term.</p> <p>JP says that this would fall in the first week of May. AG adds that the school musical falls on Thursday, Friday and Saturday of that week.</p> <p>RR says that it would be valuable to have an observation carried out amid a period of significant events in order to pick up anything out of the ordinary, traffic-wise.</p> <p>WW notes that there are obligations for the traffic engineer to attend two CCC meetings; the first will be to present an initial report in order to take suggestions from members, and the second will be to present the final report to the CCC.</p>	<p>AG will provide the group with the Term Schedule for Term 2.</p> <p>AG will propose a term-time survey for the first full week of term, beginning May 1st, and a non-term survey during the last week of the Easter Break. This proposal will be sent to CCC members for their official approval.</p>
4	School update – AG and JP	
	JP says that the school year has had a successful beginning.	

JP notes that the induction service occurred in the second week of Term 1. It involved a large cocktail party for parents and was a successful evening.

JP notes that this year, following a long period of Covid-related social restrictions, the school can run more social and sporting events on premises, as well as usual sporting events at Queens Park and other local venues

JP gives the update that the new St. Catherine's Aquatic Centre is now in operation. The centre has a large coming and going of St. Catherine's students on Saturday morning and of Waverley College students on Sunday morning.

The school's parking arcade is open at these times, and JP hopes that this measure has minimised inconveniences relating to traffic on the streets.

JP says that the school currently has 1050 students. This has risen by 8 students in 2023.

KM asks what the ratio is between students at the Junior and Secondary schools.

JP says that there are approximately 790 students at the Secondary School, with the remaining number at the Junior school.

JP adds that most parent drop-offs occur at the Junior School.

DC asks how many boarders there are currently at the school.

JP says there are 48 boarders.

AG adds that the capacity is 61 boarders.

JP says that the school is currently operating a campaign for St. Catherine's boarding in countryside areas. Currently, boarders comprise of international students, countryside students and several Indigenous students on scholarship.

AG gives an update on development approvals. He says that over the term break, the **department** has endorsed a higher student number in accordance with the Development Consent. This Consent includes a table that specifies a number for student increase per year provided that the traffic survey has proceeded correctly as part of the OTMP.

This table specifies that in 2023, the maximum number of students on campus is 1095.

	<p>In accordance with the development of consent, the school is allowed to increase its student count by 15 students per year.</p> <p>DC asks AG about the maximum number of staff. AG says that the staff count has a maximum of 212. The current number of full-time staff is approximately 160.</p> <p>EK asks if this year the maximum increase of 15 students was met. AG confirms that it was.</p> <p>1. AG to investigate the loading dock light regarding adjusting the brightness and reducing the impact for residents on MacPherson Street.</p> <p>EK raises the issue of the garage door, which is still open. AG says that the garage door is faulty, so the door is being kept open to allow access. AG says that the school is awaiting a door replacement, but there have been significant delays on the part of the contracted builder. AG says that currently the school is aiming to bring all premises defects to a close for the year. This should occur in the next few weeks. There will then be an inventory of all remaining issues. EK asks if the school can deal with the garage light in the meantime. It is a disturbance to the residents at 4 Macpherson St. AG says the light serves a security purpose. AG will follow up the issue; he will investigate the option of replacing the light with a sensor light or brightness adjustor. This should minimise the light’s disturbance of residential neighbours.</p> <p>EK asks if there is a date when they can expect a door replacement. AG says that he cannot provide a clear date but will follow up the light replacement promptly.</p> <p>2. AG to provide information about 7 Leichhardt Lane to RR for a letterbox drop.</p> <p>This point is no longer relevant.</p>	<p>AG will investigate the possibility of installing a sensor light or brightness adjustor in the garage.</p> <p>AG will further investigate the replacement of the garage door. This will include clarifying the timeline of this repair. AG will report on this matter at the next CCC meeting.</p>
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	<p>This was related to previous construction work of which 7 Leichardt Lane had not been informed. The work has not been completed.</p> <p>3. AG/RR to arrange advertising in Feb 2023 for new community members.</p> <p>RR asks AG if there has been any progress in advertising to the community via the community newsletter.</p> <p>AG says that they have not yet run the proposed advertisement. They will do so in Term 2.</p> <p>DC notes that in the past, newspaper advertisements for the CCC have been effective.</p> <p>RR invites the attendees to provide her with the details of any other interested community members in future.</p>	<p>AG: St. Catherine’s School will run an EOI advertisement for potential volunteers in Term 2, alongside their usual publication of Key Dates.</p>
4.1	Summary of complaints received - AG	
	<p>DC asks AG to clarify the complaint arising in February, as documented in the report shared by AG with the group prior to this meeting. The report will be attached to these minutes.</p> <p>AG says the complaint was not concerning parent drop-off. It was related to a school coach which transports students to and from their rowing practice in Haberfield from the school campus. The complaint was relating to the bus lights and to student noise. The issue has been addressed. DC asks if rowing activity occurs every day. AG says not every day. The students are currently at the height of the rowing season. This will conclude at the end of March.</p>	
5	Maintenance status updates - WS	
	<p>1. Update on leak at the base of retaining wall on boundary with 4 Macpherson Street</p> <p>EK says that that a few units placed at the border wall of the school are experiencing leaks. EK provides a photograph of the leakage, taken today.</p>	

	<p>EK says that although there was some existing water damage to the building, residents had never experienced leaking before 2022. These leaks are a new issue which follows the installation of the border wall.</p> <p>EK believes that there is an issue with the water system at the border of the school.</p> <p>EK clarifies that the leaks are not sprinkler-related or weather-related; they occur regularly and at various times, even in dry and hot times.</p> <p>EK say that the garage of one unit has been particularly affected. When the leaking occurs, one quarter of the garage is covered by water. Some of the owners' belongings have been water damaged.</p> <p>WS notes that there was previously a blockage in the water system alongside the retaining wall. The issue was rectified, but WS will follow up the issue and organise any further necessary repairs.</p> <p>EK asks if WS has viewed the site personally.</p> <p>WS says not personally, but there was an assessment which he has viewed.</p> <p>According to the report received by WS, the person who lived in the affected unit was satisfied that the leak was not related to the school.</p> <p>WS asks if this resident was a tenant and not the owner who has raised issues with EK.</p> <p>EK says that the owners of this unit are a couple. Perhaps there was a miscommunication, but the issue in the garage is persistent.</p> <p>EK will put WS in touch with the owner of the unit in question.</p> <p>2. Downpipe repairs</p> <p>RR asks WS to provide an update on the downpipe leak.</p> <p>WS.</p> <p>WS says that due to some trouble sourcing equipment, there have been time delays. The equipment has now been sourced, and the repair is scheduled for next week (beginning May 13).</p> <p>The repairs are noted on the school maintenance team's defects list.</p>	<p>WS will follow up the issue of the leak at the border wall alongside 4 Macpherson St. He will organise any necessary repairs if it is an issue with the St. Catherine's School water system.</p> <p>EK will provide WS with the contact details of the owner of the affected unit at 4 Macpherson St. WS will investigate further.</p>
6	Confirmation on CoC regarding Westernmost Macpherson Street entrance – WS	
	DC refers to a screenshot of the CoC E3. This CoC is attached to the minutes.	

DC notes that he has observed that some parents are not participating in the organised traffic line in the Macpherson St drop-off/pick-up zone. Instead, they are dropping off students at the corner of the roundabout near the first school entrance.

DC has received a report from another community member that this trend is likely causing vehicle congestion at the roundabout.

Condition E3 states that if the Macpherson Street zone is does not effectively improve traffic flow, other measures may be explored.

EC says that parents need to be further encouraged to avoid stopping at the top of the street and to follow the line appropriately. EC believes that this situation needs to be monitored as part of the traffic report.

AG notes that Term 1 is the first opportunity for the school to use the car line as it was approved in late 2022.

AG says that following the Christmas break, it was found that someone had defaced the signage. Adjustments to the sign included an indication that part of the car line would be unrestricted parking for residents.

AG says that this incident has been greatly disruptive to the car line function, because approximately 5 cars have been permanently parked in the area.

WS notes that the signage was replaced last week (beginning February 27). The signs will be monitored by Council rangers to ensure against further defacement. Given this replacement, the car line should henceforth be in proper operation.

WS adds that part of the annual traffic survey is to monitor the Macpherson St drop-off/pick-up zone. Following school construction at Macpherson Street, there was an extended assessment of this zone. This will be included in the annual report.

DC suggests that closing this school entrance would more effectively discourage parents from stopping there.

AG says that given the signage has recently been corrected, the school would like to allow time to evaluate the new system.

	<p>AG adds that year 5 and 6 Junior school students use this entrance, and if students have not been collected by 3:15pm they are transported to the Junior campus for parent pick-up. This is a measure to reduce congestion in the afternoon.</p> <p>DC asks if there is traffic controller involvement in encouraging the pick-up line. AG says yes, there will be traffic controller presence.</p> <p>RR asks if there are any additional concerns from the group.</p> <p>EK notes that he recently found that turning from Macpherson to Leichardt Street is very congested at approximately 8am. Leichardt Lane is also often blocked off by traffic. EK says that streets surrounding Macpherson Street, including Leichardt Street, also need monitoring. KM agrees. She says that Leichardt St should be included in the scope of the traffic survey, as it is a notably problematic area.</p>	
7	<p>Update on Upcoming Traffic Survey – WS</p> <p>RR asks WS to discuss the scope of the upcoming OTMP.</p> <p>WS says that the scope of the upcoming annual survey and report has not changed much since previous years. The scope will include an analysis of the Macpherson Street pick-up zone as well as the Leichardt Street zone at the Junior School.</p> <p>The school has approached 5 consultants this year and expects to receive their proposals soon</p> <p>WS clarifies that the Road Safety Audit in the conditions is a different analysis. It is carried out by an engineer with safety credentials and deals specifically with issues of physical safety. This audit can include recommendations to RTA for improvements.</p> <p>The most recent audit was carried out due to there having been a change in placement of road crossings. This audit went on to suggest the movement of some signage around the crossing. These changes were adopted by the school.</p>	

	<p>KM asks if the traffic engineer for the upcoming survey will specialise in road safety. WS says no, given this is not a road safety audit, that will not be a requirement for the annual OTMP.</p> <p>DC notes that the scope is much more detailed than in previous years. WS says that some of the additional details have been included following DC's previous concerns and suggestions. These details were added last year but may not have been part of that audit.</p> <p>DC suggests that one of the key issues relating to traffic outside the Junior School on Leichardt Street is that the process of staff ushering students from their cars is slow. He suggests that children should be able to exit their cars before someone comes to collect them. KM agrees that this is a persistent issue.</p> <p>JP says that the school has recently made this ushering process more effective by trialing a system in which older prefects will assist younger students out of cars. This procedure is designed to help minimise parents' getting out of their cars, which slows down the line.</p> <p>DC agrees that this will likely speed things up.</p>	
8	Additional Business	
	<p>DC asks WS to give an update on the trees that were removed last year from Macpherson Street. The community expected them to be replaced.</p> <p>WS says that the school is following up with a landscaper and pushing for a speedy replacement of the trees. They were initially removed at the direction of the Council.</p> <p>8.1 Development Plans</p> <p>DC asks if they can expect to receive an update soon on the school's development plans.</p> <p>WS says no, they are still in the initial stages of conceptual planning. The school is at Stage 2 of the master plan, which involves Jane Barker Hall.</p> <p>RR asks WS to confirm that the CCC will be consulted throughout the process as it progresses.</p>	

<p>DC asks if Part B of the initial stage has been put aside. WS says that it will be considered, but it is not part of the current brief.</p> <p>JM asks if Council is involved at the stage of concept design. WS says that Council is likely to be involved, given the value of this development. It will likely go through one of the local planning panels. WS explains that depending on the value of a development, the development application is assessed by officers at either a local or regional level. The development in question is projected to exceed the value threshold of the Local planning panel, and therefore the Eastern Sydney Regional planning panel will be involved.</p> <p>WS says that submissions from community members can be made to the Regional planning panel as part of the panel's application assessment. RR clarifies that members of the CCC can appear before the panel to offer any concerns.</p> <p>EK asks WS if the proposed D1 is no longer being considered. WS says that it is being considered, but for now the focus is on the Stage 2 development. On further assessment after this Stage, D1 might be revisited.</p> <p>EK notes that some building residents have been using the school bins. They are regulating the maintenance of the area.</p> <p>KM says that there have been complaints about parents parking across driveways, especially on Macpherson Street between the school and the roundabout, and on Leichardt Street. This causes inconvenience for residents backing out of driveways. It has become a safety issue. KM notes that one of her neighbours has noticed it is worse on Wednesday evenings. AG notes that Wednesday evening is the busiest night in terms of sporting events at the school. JP adds that the traffic includes parents of other schools who play at the St. Catherine's grounds. KM asks if AG would please communicate this issue to the parents of the school.</p>	<p>AG will communicate with parents about the issue of</p>
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	<p>AG says he will include this in an announcement to the parents. He will specify that Wednesday night has been an issue.</p> <p>AG adds that the traffic survey includes parents and students. He asks the CCC to confirm that the questions from last year are still suitable. The group agrees that they are.</p> <p>RR asks WS when he expects to receive an initial survey report. This will influence the date of the next meeting. WS says that he projects an initial report in early June.</p> <p>The group agrees to tentatively schedule the next CCC meeting for June of 2023.</p> <p>DC asks RR if they can expect to have a shortlist of new CCC members by that date in June. RR says yes, she believes so.</p>	<p>parking in front of residents' driveways. AG will specify that this issue is worse on Wednesday nights.</p>
9	Meeting Close and Next Meeting	
	RR thanks everyone for their attendance at the meeting. Next meeting: TBD	



St Catherine's School Sydney

Complaints

December – 0

January – 0

February – 1

December - February total = 1 complaint

Date	Issue	Description
28/02/2023	Neighbour noise complaint	A neighbour complained due to noise from buses and drop offs at the school at 5am. The Head of Community Relations contacted the sport and rowing staff requesting quieter departures in the morning. The Head of Rowing then emailed coaches and parents to emphasise that they be quiet in the mornings.

School transport

Number of bus routes operating: 5

Seat capacity of bus routes: 164

Registered students on bus routes: 164

Utilisation rate for Term 1: 100%

Opal cards registered to the school

There are currently 420 students with Opal cards to travel by bus, train, ferry or light rail.

further approval from OEH Heritage Branch may be required before further works can continue in that area.

Discovery of Aboriginal Heritage

D20. In the event that surface disturbance identifies any Aboriginal object, all works must halt in the immediate area to prevent any further impacts to the object(s). A suitably qualified archaeologist and a registered Aboriginal representative must be contacted to determine the significance of the object(s). The site is to be registered in the Aboriginal Heritage Information Management System (AHIMS) which is managed by OEH and the management outcome for the site included in the information provided to AHIMS. The applicant must consult with the Aboriginal community representatives, the archaeologist and the OEH to develop and implement management strategies for all objects/sites.

PART E PRIOR TO OCCUPATION OR COMMENCEMENT OF USE

Dame Joan Sutherland Centre and RPAC vehicle entry

E1. Vehicle access to and from the RPAC must be undertaken by a left-in/left-out movement only. The applicant shall identify and adopt the necessary measures to implement this restriction and to prevent right turn movements.

Macpherson Street Pedestrian Crossing and Bus Stop

- E2. Prior to any increase in student population above 1050 student enrolments:
- a) the modifications to the Macpherson Street pedestrian crossing and bus stop arrangements must be completed;
 - b) an independent road safety audit for the reconfigured Macpherson Street drop-off/pick-up zone and pedestrian facilities must be undertaken and any matters identified in this audit resolved; and
 - c) the Operational Traffic Management Plan for the Macpherson Street drop-off/pick-up must be prepared and implemented.

Road Safety

- E3. Should road safety audits (see condition E2 above) identify any issues, or should monitoring identify that the physical improvements to the Macpherson Street drop-off/pick-up zone have not been effective in improving drop-off/pick-up procedures and through traffic flow, the OTMP must explore the following supplementary measures (and be updated to incorporate any recommendations of the review), to the satisfaction of the Secretary:
- a) closing the westernmost gate on Macpherson Street to encourage use of the full length of Macpherson Street drop-off/pick-off zone;
 - b) installation of physical measures to provide deterrents to prevent illegal drop-off/pick-up such as fencing or landscaping within the 'No Stopping' zones or video surveillance;
 - c) provision of additional supervising staff/traffic controllers, including for the use of the aquatic centre before and after school, at designated drop-off areas or delayed pick-up times for parents who are identified as routinely performing unsafe or illegal drop-off/pick-ups; and
 - d) use of basement car park for early aquatic centre use drop-off.