

## St Catherine's Development Community Consultative Committee

**Meeting No:** 39

**Date:** Monday, 6 November 2023, 6:30pm – 8:00pm

**Venue:** St Catherine's School and Zoom.

<b>Attendees</b>	
<p><b>Community members</b>                      Danny Caretti (DC)                      Eric Kleinman (EK)                      Gerry Braddon (GB)                      Julie McAlpin (JM)</p> <p><b>Waverley Council</b>                      Nikolaos Zervous (NZ)</p>	<p><b>St Catherine's</b>                      Andrew Grech (AG)                      Ben McCloghry (BM)                      Warwick Smith (WS)</p> <p><b>Independent Chair</b>                      Professor Roberta Ryan (RR)</p> <p><b>Minute taker</b>                      Isa Crossland Stone (ICS)</p>
<p><b>Apologies</b>                      Kate Marshall (KM)</p>	

<b>Item</b>	<b>Description</b>	<b>Action</b>
<b>1</b>	<b>Welcome and introductions</b>	
	RR welcomes the attendees to the 39 <sup>th</sup> St Catherine's School CCC Meeting. This is the final scheduled meeting of the 2023 calendar year.	
<b>2</b>	<b>Apologies and Previous Minutes</b>	
	KM is an apology. She has provided the group with some points for discussion via an email to RR, who will share these notes later in the meeting.	
	EK and DC endorse the previous minutes.	
<b>3</b>	<b>Minutes and matters arising</b>	
	<p><b>1. AG to ensure that the school places sandwich boards on Macpherson Street as well as Leichardt Street.</b></p>	

	<p>AG confirms that sandwich boards are set up at both locations. He notes that this has been customary and the School will ensure that it continues to be that way.</p> <p>BM confirms that the boards have been in position in both locations during all three of the School's checks conducted within the past month.</p> <p><b>2. AG to ensure that the School's traffic warden is present to oversee and assist the designated students to help the car line flow.</b></p> <p>AG confirms that the traffic warden and other maintenance workers are present and wearing hi-vis uniforms.</p> <p>DC asks whether the previous issue of a very slow drop-off line under the management of young students has been addressed. This was an issue observed by DC, as the young girls seemed to be left to manage the parent traffic without much guidance and much efficiency, leading to parent cars blocking Macpherson Street.</p> <p>BM says yes, this is being managed.</p> <p>AG adds that it is believed that the issue raised of a car blocking Macpherson Street was an isolated incident, in which a member of the community left their vehicle unattended.</p> <p>DC suggests that the Council should look at this area and organise some compliance measures to resolve the ongoing issue of congestion in the vicinity.</p> <p>NZ says that he will take this on notice as an area of interest for further consideration.</p> <p>BM says that at the Welcome Day, incoming students and parents were briefed on the school's rules for drop-off and collection. As the 2024 School year commences, this matter will continue to be communicated about by the School.</p>	<p>Waverley Council to prioritise developing compliance strategies for parent traffic around Macpherson Street.</p>
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BM adds that he has sent 2 community emails to the entire parent body to remind them to safely use the carline. He confirms that the School is taking complaints as they arise, and continues to follow up individual issues this way.

DC notes that as the drop-off areas directly around the School are more comprehensively managed and regulated, the tendency is for traffic congestion to simply relocate to other surrounding areas and streets, which still affects the neighbouring residents.

**3. NZ to make a note at the Council that the parking rangers should be briefed on St Catherine's School Holiday dates in order to avoid incorrect booking of parked cars.**

NZ says that these issues have been communicated to the Council rangers. He says that they had previously been briefed and have historically referred to the St Catherine's holiday dates when patrolling the area.

DC says that this issue was brought up at the Charing Cross Precinct meeting. He adds that while the committee was told that the traffic rangers are taking into account the St Catherine's holiday dates, and are patrolling accordingly, there have been a handful of known instances wherein residents were given undue parking tickets in St Catherine's School holiday periods.

NZ says that while sometimes an officer may make an error based on Term Date discrepancies, these instances are understood to be quite infrequent.

**4. NZ to oversee the Council's communication to the broader Waverley community about a potential reduction in School Zone hours.**

NZ says that the Council last month presented a proposal to the Waverley Traffic Committee. It included changes to the roundabout at Macpherson Street and Leichardt Street.

	<p>Namely, the proposed changes include installing compliant pedestrian refuges both on the northern leg and the western leg of the roundabout, facilitating safer crossing at those two points.</p> <p>The proposal was well-received by the Committee. NZ says that pending Council approval in the next two weeks, the Council will go on to survey the community about the proposal.</p> <p>DC asks: is the “northern leg” of the roundabout the side closest to school?</p> <p>NZ explains that the northern leg enters Leichardt Lane and the western leg enters Macpherson Street.</p> <p>NZ adds that the required works must not occur during an operational period for the School, and therefore, subject to the timing of the approval phase, these works will be carried out either in the coming holidays or the following holidays.</p> <p>RR thanks NZ for this information. She asks for this item to be revisited at the next CCC meeting for a status update.</p> <p><b>5. NZ to follow up the possibility of installing a PUDO near the School for use out of School hours.</b></p> <p>NZ says that this matter is still with Council. It will be carried over to the next CCC meeting.</p> <p><b>6. WS to oversee the submission of the updated OTMP to the Secretary of Planning.</b></p> <p>WS updates that the Secretary has approved the 2023 OTMP, and the Department has issued a letter of approval which includes approval of an updated student cap of 1110.</p> <p>This letter from the department is included as an appendix in the OTMP review report, which the group will discuss later in this meeting.</p>	<p>NZ to provide an update on the proposed works to the roundabout at Macpherson Street and Leichardt Street.</p> <p>NZ to update on Council’s potential installation of a new PUDO near the School for use out of School hours</p>
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	<p><b>7. WS to oversee the publication of the updated OTMP to the School website.</b></p> <p>WS confirms that the updated OTMP has been published on the School’s website for public view.  AG adds that only the most recent OTMP which is the 2023 document is up on the website, to avoid confusion. This document makes reference to previous OTMP documents, and previous OTMP documents can be made available by the School, should they be requested.</p>	
<b>4</b>	<b>School update – AG</b>	
	<p>AG says that a series of usual end-of-year events is scheduled for the coming weeks, before the final day of school on December 6th.</p> <p>The last day of school for the year is the Senior school speech night event, which is being held in the afternoon this year rather than during the evening.</p> <p>AG says that the updated student cap, which was referenced by WS earlier, is expected to be met. There will be approximately 1,110 students enrolled for 2024.</p> <p>AG says that the Aquatic Program is running according to the regular term dates of the NSW state school term dates. Students can sign up for aquatic activities on a term-by-term basis.</p> <p>However, there will not be a very busy swimming/aquatic activity program over the holidays generally, as they are planning to introduce and train new aquatic staff as well as conduct some maintenance work.</p> <p>AG says that the School is working to achieve better screening to obstruct the view between the PAC building and the units on Macpherson Street. AG says that the School is working with the residents of that building.</p> <p>EK asks about the other side of the PAC, where the trees which were intended to create a green wall have not grown according to expectations.</p> <p>AG says that the School is looking into this. There are a series of options, and they are trying to find the best</p>	

<p>solution. Options include replacing the existing palms with alternative established trees. AG will provide further updates as a resolution is implemented.</p> <p>DC asks AG whether there will be a growth of teaching staff to accommodate the student growth?</p> <p>AG says yes, there will be approximately 6 more FTE staff members introduced to account for the increased student number of 1,110. The total staff count will be approximately 200.</p> <p>DC asks whether any work will occur on the Jane Barker Hall over the holidays.</p> <p>AG says that the School development schedule does not have anything occurring over the Christmas break.</p> <p>The School engaged architects, who are meeting with the various faculties that will be using the Hall. The architects will conduct observations of the School's operation and present a proposal early next year to the School Board.</p> <p>WS clarifies that this is still part of the Concept Phase of the development, which has an approval for the envelope of the proposed development.</p> <p>DC asks about works occurring in the Christmas holiday period.</p> <p>AG says that the only work that will occur is the usual work that happens over the summer break, which the residents are generally accustomed to.</p> <p>DC asks how workers will access the School site when the construction phase begins at the Jane Barker Hall.</p> <p>WS says he is not sure. Access will either be through the School entrance, which would be problematic, or via a crane from Leichhardt Lane. They will likely try to prebuild a good deal of the material before taking this second option, so as to minimize the time spent using crane access, which may cause disturbance for the neighbours.</p>	<p>AG to update on the School's strategies for achieve better screening between the PAC and neighbouring properties, including a revised tree coverage.</p> <p>CCC to discuss the status of construction plans for the Jane Barker Hall</p>
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<p>DC asks about the anticipated length of this next construction phase.</p> <p>WS assures the group that it will be a less complex and much shorter construction phase than the previous phase. DC suggests that this item of the hall construction should be raised as a key matter in the next meeting.</p> <p>RR speaks to points raised KM, which were emailed in in KM's absence tonight.</p> <p>KM's first point is as follows:</p> <p><i>"1. Teachers or coaches choosing not to use the underground parking on Macpherson St even when there are clearly vacancies (as displayed on the sign). I'd like to understand why this is the case. Some of them regularly park at the end of our Macpherson St driveway and I have seen them walk to the school. One person does this during the week and has the irritating habit of parking facing the road and so churning up the driveway when backing in, churning up the driveway which is already in poor condition. Another person who may be a coach parks her scooter at the nature strip between this driveway and 8 Macpherson St. I have been advised by council that is not a parking zone and indeed it causes problems for residents backing out of driveways trying to avoid said scooter."</i></p> <p>AG says that it is not a case of people choosing not to park in the carpark. In fact, there is a long waitlist of people wanting to park in the carpark. It is very rare that there are vacancies in the carpark.</p> <p>Regarding the dirt road driveway mentioned by KM, AG says that the School can pass this onto the traffic warden to monitor. Cars often park on either side, and the driveway is generally not well-monitored.</p> <p>The group clarifies that the dirt driveway sits between and 10A of Macpherson Street. The driveway ends at a property on Leichhardt Street. It seems not to be managed by the Council, so perhaps it is private property, its status is unclear.</p>	<p>NZ to confirm whether the dirt driveway between 8 and 10A Macpherson Street is public property, and whether it is under Council's management.</p>
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<p>AG says that he believes that the driveway is public property.</p> <p>RR asks NZ to follow up to confirm whether the driveway is under Council's management.</p> <p>RR will forward KM's email to AG and NZ so that they can follow up at the School and the Council respectively. This was done during the meeting.</p> <p>RR refers to KM's second point, regarding use of the Aquatic Centre. KM's point reads as follows:</p> <p><i>"2. The number of patrons now using the aquatic centre and how many more are expected to use this facility during the summer. I would like to know student and public user numbers so we can have a clearer picture of the separate impact this is having on residents' access to street parking, homes and driveways. I believe aquatic centre usage was not adequately taken into consideration as part of the increasing problem of parking impact on residents. This impact has evolved over time and it is clear that residents are being inconvenienced. To alleviate this, is the school actively considering allowing patrons to use its underground or outside parking during the holidays? I assume a parking fee would need to be considered. I would like associated pick-ups to be raised as a separate behavioural issue as many aquatic centre users are collected outside school hours on driveways that are in constant use or in no stopping zones. From my observations some heedless parents or carers are picking children up without due consideration of other road users. Therefore I would like the school to remind users of road safety and safe pick-up procedures (making this part of the information given out to users when they sign up?) if it is already, then clearly a reminder is in order."</i></p> <p>AG says that the indicative usage profile in the Development Consent defines a maximum cap on the activities that can occur in the Aquatic Centre. The restrictions are meant to cap the use of the Centre, so in this regard, they are used according to regulations. AG confirms that they are compliant with student numbers and operational hours. There is also calendar scheduling of major events.</p>	<p>NZ to follow up at Council to confirm whether the driveway is under Council's management.</p> <p>NZ to update on the possibility of installing a PUDO zone at the Aquatic Centre.</p>
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	<p>For this upcoming Summer, the student numbers will be lower as the School will not be running swimming lessons.</p> <p>The car park will be opened in the lead up to Christmas to be used in the School holiday program.</p> <p>Regarding the behavioral issues outside of the Aquatic Centre, mentioned by KM, RR asks AG to ensure that the School addresses this with the parents.</p> <p>DC revisits the suggestion from a previous meeting of installing a PUDO zone at the Aquatic Centre. There should be one outside this aquatic facility, to instate a better system for pickup outside of School zone hours.</p> <p>NZ will take this on notice.</p>	
<b>4.1</b>	<b>Summary of complaints received - AG</b>	
	<p>AG says that the first complaint relates to parent drop-off at Leichhardt Lane. The School traffic controller will be monitoring this area more closely and communication will go out to parents.</p> <p>AG says that the second complaint was a parking complaint, relating to a parent's parking across Leichhardt Lane and blocking access to the lane. The School responded with an apology and will continue to communicate with parents about driving and parking behavior.</p> <p>AG says that the third complaint was related to noisy leaf-blowing in the early hours of the morning. The maintenance team was subsequently asked to change the hours of their work during the holiday periods.</p> <p>AG says that the School also received a complaint from a resident on Leichardt Street whose driveway was blocked by a parked car belonging to a parent of the School. The School apologized and informed the neighbour that they would communicate with the parent body to prevent these incidents.</p> <p>AG says that the final two complaints refer to waste removal, which was occurring in the early morning and</p>	

	<p>disturbing residents despite an agreement that waste removal would occur only after 9:00am.</p> <p>The School has now made the decision to change waste removal contractors, so this issue is expected to be resolved.</p>	
<b>5</b>	<b>Draft CCC OTMP review document: committee review</b>	
	<p><i>The CCC discusses the document drafted and shared by WS. This is a document for the Secretary of Planning, which details the CCC's review of and suggestions for the OTMP.</i></p> <p>The updated OTMP document report will attached to these minutes.</p> <p>DC notes that WS has made updates to the review report, including those recommended offline by DC following his own document review.</p> <p>DC asks whether the DPE will be reading this review report along with the OTMP.</p> <p>WS says yes, they can be submitted alongside each other.</p> <p>DC suggests that CCC members should make comments on the results of the OTMP.</p> <p>DC suggests that the document should include a section that discusses the changes made to support the School's achievement of its climate commitments.</p> <p>JMc notes that it is important that the NSW Government's and Waverley Council's commitments to reach Net Zero emissions by 2050 are used to inform the School's traffic and transport policies going forward, and their encouragement of public transport use in the School community. The OTMP review document should cite these commitments on behalf of the School.</p> <p>RR suggests that the 2024 traffic survey could include a section on these considerations, and to seek community and Council suggestions on how to manage these issues.</p> <p>NZ says that the key focus for the Council is active transportation. There are more safe walking routes and cycling paths that are now available, therefore the more likely the community is to embrace active transportation.</p>	

	<p>DC is very supportive of encouraging cycling as an alternative transport method. JMc notes that there are some safety concerns associated with cycling; particularly for students.</p> <p>RR thanks the group for their thoughts.</p> <p>RR suggests that the OTMP Review Report might be helpful to keep as an ongoing process. Perhaps it can be developed over each year, procedurally.</p> <p>WS says that this could be good.</p> <p>WS shares that the OTMP Review Report includes a list of the key initiatives from 2023 and 2024. The initiatives listed in this document function somewhat as an action register, where key items and actions from these meetings (related to the OTMP) can be kept on record.</p> <p>RR thanks WS. This is a very helpful method. RR suggests that the list of initiatives includes educating the community about compliance around the Aquatic Centre.</p> <p>The group agrees that this OTMP Review Document should be updated throughout the year for ease of recording. This will become a recurring item in the CCC meeting agendas going forward.</p> <p>WS raised the OTMP traffic surveys for 2024. He suggests the following measurement times:</p> <ul style="list-style-type: none"> <li>- Early in Term 2 for the 'during-term' measurement</li> <li>- A non-Easter weekend of school holidays between Terms 1 and 2.</li> </ul> <p>AG says that school will start on February 1 and with the new influx of students, this is good timing to meet.</p> <p>The group agrees to discuss the traffic survey as a key item at the next meeting.</p>	<p>ICS to ensure that the OTMP Review Document is a recurring item at these meetings and is noted as a standing agenda item.</p> <p>CCC to discuss 2024 traffic surveys.</p>
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8	Next Meeting	
	<p>RR suggests that early March is a good time for the next meeting since the St Catherine's School Board meeting is set for a date in February. By March, there are expected to be more updates on construction matters.</p> <p>The group agrees on <b>Wednesday 6 March</b>. ICS will send an invitation.</p> <p><b>Next Meeting Date: Wednesday 6 March, 2024</b></p>	

# Community Consultative Committee (CCC) Review

St Catherine's School, Sydney

2023 Operational Transport Management Plan (O.T.M.P.)



Date: 6th November, 2023

Revision: 0.3

## DOCUMENT CONTROL

**Client:** St. Catherine's School, Sydney, Community Consultative Committee

**Report** 2023 CCC review of 2023 OTMP

Rev.	Issued	Author	Reviewed By	Comment
0.1	22 Sept 2023	Warwick Smith	HOFO	To CCC for comment
0.2	2.Nov.2023	Georgina MacKean	Warwick Smith	Revised for CCC Meeting 6.11.2023
0.3	6.Nov 2023	Georgina MacKean	Warwick Smith	Revised following CCC Meeting 6.11.2023

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## 1 Preamble

St Catherine’s School – Sydney established a Community Consultative Committee (CCC) in accordance with State Significant Development Approval (SSD-6339) which granted consent for the staged development of the school’s campus located in Waverley NSW.

The CCC has met 38 times since its inception in December 2016 and serves as a forum for communication between St Catherine’s School, the local community and Waverley Council. The original purpose of the CCC was to enable dialogue related to the impacts of the first stage of construction involving a Research, Performing Arts and Aquatic Centre (PAC).

The CCC is required to;

- a) Be operating prior to the issue of any Construction Certificate;
- b) Meet at least quarterly, and for a period of at least two years post the commencement of operation of the PAC, or as otherwise approved by the Secretary; and
- c) Review:
  - i) traffic and parking impacts, independent audit reports; and
  - ii) the implementation and effectiveness of the Operational Transport Management Plan including the results of the monitoring conducted under the plan.

### **Operational Transport Management Plan (OTMP)**

The original Traffic & Transport Assessment report for the PAC development was prepared by traffic engineers ARUP in 2014. This forms the benchmark data against which all subsequent OTMP reports are compared. St Catherine’s Sydney have prepared revised traffic and parking surveys and updated the OTMP in 2017, 2018, 2019, 2021, 2022 and 2023. (The 2020 assessment was not undertaken due to the impacts of the COVID-19 pandemic).

The PAC development was completed in March 2022 and in addition to the 2022 OTMP report, additional traffic and parking monitoring was conducted during the first large scale event in the new Auditorium and the first major event in the new Aquatic Centre as required by the conditions of consent.

The 2023 OTMP report was reviewed and discussed at a meeting of the CCC held 19<sup>th</sup> September 2023. During this meeting, the CCC observed that whilst the annual OTMP’s primary objective to measure the number of “private vehicle trips associated with school operations” and compare against the 2014 benchmarks remained, current observations and potential improvements associated with the “Operational” aspects of the traffic and parking activity generated by school should be discussed at CCC meetings and actioned following the annual review of the 2023 OTMP.



It was agreed by the CCC that a separate report be created following each annual review of the OTMP which identified the observations of the local community relating to current problems and potential improvements to traffic and parking activities associated with school operations and traffic and parking issues more broadly given the Waverley Council's representation on the CCC. The issues identified by the CCC and recorded in this OTMP review report will form the basis for ongoing review and improvement of specific issues and will be reviewed and discussed at each CCC meeting conducted between the annual OTMP surveys.

The completion of the proposed OTMP review is consistent with "Post Occupation" Condition F2 of the development consent which states;

*Independent traffic and on-street parking reviews (including travel behaviour analysis, on-street counts, review of any complaints received, review of issues raised in the quarterly meetings required by condition A7 and the observation of all drop-off/pick-up areas) should be undertaken six months after any student increase or commencement of operations of the RPAC and then annually to determine the effectiveness of the measures detailed in the Operational Transport Management Plan. A copy of the Review is to be provided to the Secretary, and the Community Consultative Committee, including advice as to whether an update of the OTMP is required.*

Formal requests for student increases in accordance with the development consent are made to the Secretary around September each year following the completion of that year's OTMP and discussion with the CCC. This timing enables formal approval to be issued by DPE and enrolment places offered to new students prior to the end of the school year. The most recent approval letter from the secretary can be found at **Appendix A** of this report.

Annual Traffic Surveys are generally conducted in the last week of the Easter Vacation period and the first week of Term 2. This timing has been developed by the CCC over a number of years for the following reasons;

- a) This timing complies with the requirement for the OTMP to be revised within 6 months of any student increase (Condition F2).
- b) The Senior School Musical is generally held in the first week of Term 2. The OTMP targets parking and traffic counts whilst the musical is being held as it represents one of the largest events conducted within the Performing Arts Centre each year and therefore records a period of high activity associated with school operations and the associated impact on the surrounding community.
- c) Compilation of the survey results takes some months and this timing enables the draft OTMP in any year to be available to the CCC for review by August the same year.
- d) The review of the OTMP by the CCC in September enables any formal application regarding student population to be made to the Secretary and reviewed in advance of the school's requirement to make any new place offers before the end of the year.

## **2 Introduction**

This report identifies matters arising from the St Catherine's CCC review of the 2023 OTMP which occurred on 19<sup>th</sup> September 2023 and combines observations and suggestions from the local community and Waverley Council following a review of the Operational Transport Management Plan – 2023

Traffic Study dated 22 September 2023. The Full OTMP assessment is available via the school's website.

<https://www.stcatherines.nsw.edu.au/community/community-consultation/>

### **3 Matters arising from the review of the 2023 OTMP and general observations of the community**

Following a review of the 2023 OTMP by the CCC on 19<sup>th</sup> September 2023, the CCC raised eight matters that they have observed which relate to traffic and parking in the local area. The matters raised relate to the following subjects;

- I. Drop-Off-Pick-Up in Leichhardt Street
- II. Drop-Off-Pick-Up in Macpherson Street
- III. Macpherson Street and Leichhardt Street round-a-bout
- IV. Trends in staff travel modes
- V. After Hours school pick-up activity
- VI. St Catherine's private bus route participation
- VII. Albion Street Upgrade works proposed for Charing Cross precinct
- VIII. Drop-Off-Pick-Up activity associated with the Aquatic Centre

The final Minutes of this meeting are located at **Appendix B** of this report. A site map illustrating the key Drop-Off and Pick-Up locations associated with the school's operations is located at **Appendix C** of this report.

#### Community Responses to Initial 2023 OTMP

Community members of the CCC raised the following matters after their initial review of the OTMP;

The details discussed on each of these matters is summarised in the table located at **Appendix D** of this report. The table also records the impact of the issue; the time and/or duration over which the impact occurs, the action taken out of the CCC meeting to investigate or improve the matter and the timing of the next review of the matter.

The table will supplement the CCC minutes and will act as an action list for traffic and parking initiatives and observations discussed by the CCC.

## Community Observations to Initial 2023 OTMP

Community members of the CCC also made the following observations after their initial review of the OTMP. These issues should be reviewed by the school and the traffic engineer prior to implementing the 2024 OTMP survey work;

- a) Future surveys should attempt to better understand how significant a fear of COVID-19 infection was to decisions regarding use of public transport.
- b) Future surveys should attempt to better understand the key reasons for any general reduction in background traffic. (E.g. working trends, changes to street parking capacity, higher public transport use or other causes).
- c) Future surveys should attempt to better understand how junior school students are being picked-up from school in the afternoons and late evening because the total pick-up numbers recorded are lower than the morning drop-off totals.
- d) Waverley Council is investigating potential adjustments to the Macpherson Street/ Leichhardt Street round-a-bout. These modifications should be reviewed by the 2023 OTMP traffic Engineer in terms of their impact (positive or negative), on school traffic operations.
- e) Any improvements to the morning drop-off process on Leichhardt Street would improve peak vehicle flows and mitigate compounding congestions which occurs on Macpherson Street on some occasions.
- f) Treatments to the Leichhardt Street / Leichhardt Lane intersection should be investigated to ensure resident vehicles may enter and exit at peak drop-off and pick-up times.
- g) The Community would like to understand more broadly if there are any overarching environmental initiatives that the school has that may be positively impacted by lower vehicle use by its community.

### **CCC Meeting – 6<sup>th</sup> November 2023**

As part of this CCC meeting, reference items 2024.1- 2024.7 (Inclusive) within the Table at **Appendix D** were reviewed and all actions generally agreed by the CCC in accordance with the schedule. (Refer Minutes to CCC Meeting 6.11.2023 for further details).

This report will be updated annually following review and discussions conducted by the CCC regarding the next OTMP update (2024).

**Appendix A – Letter from Planning Secretary 19<sup>th</sup> October 2023 regarding OTMP and Schedule 3, Conditions E4, F2.**

Warwick Smith  
Director  
Sandrick Project Directions  
Suite 412, Nexus Norwest, 4 Columbia Court  
BAULKHAM HILLS, NSW 2153

19/10/2023

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**St Catherine's School (SSD-6339)**

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**Revised Operational Transport Management Plan**

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**Conditions E4 and F2, Schedule 3**

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Dear Mr Smith

I refer to your revised Operational Transport Management Plan (OTMP) submitted to the Planning Secretary under conditions E4 and F2 of SSD-6339.

I note that the revised OTMP:

- has been reviewed by the Applicant, and no issues have been raised to the Department;
- contains the information required under conditions A7 and A9 of Schedule 3 of the consent;
- includes 2023 Traffic survey results, and updates on measures implemented and targets achieved, after six (6) months of the Performing Arts and Aquatic Centre operation and student increase, as per condition F2;
- provides verification that all the required OTMP measures have been correctly implemented and targets achieved to increase students for 2024 in accordance with those specified within the Table contained in condition A6 of Schedule 2; and
- has been submitted to the Department prior to the increase in students for 2024, in accordance with condition E4.

Accordingly, as nominee of the Planning Secretary, I approve the revised Operational Transport Management Plan, Revision v05 dated 25 September 2023, prepared by Traffix, under condition F2 of Schedule 3 of the consent.

Further, as nominee of the Planning Secretary, I am satisfied with implementation of the OTMP and your verification that all the required OTMP measures have been correctly implemented and targets achieved, and acknowledge that you may increase student numbers to 1,110 students for 2024 in accordance with those specified within the table contained in condition A6 of Schedule 2, under condition E4 of Schedule 3 of the consent.

I remind you to conduct an independent review of traffic and parking activities annually to determine the effectiveness of the measures detailed in the OTMP, under conditions F2 to F5, Schedule 3 of the consent.

Please note that if there are any inconsistencies between the submitted documents and the conditions of consent, the conditions will prevail.

Also, please ensure the revised OTMP is available for public access on the project website at the earliest convenience.

If you have any questions, please contact Matt Wood at [matthew.wood@dpie.nsw.gov.au](mailto:matthew.wood@dpie.nsw.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read "D Crinnion". The signature is written in a cursive style with a large initial "D" and a smaller "C".

Dominic Crinnion  
Director  
Infrastructure Management

As nominee of the Planning Secretary

**Appendix B – Minutes to CCC Meeting 19 September 2023**

## St Catherine's Development Community Consultative Committee

**Meeting No:** 38

**Date:** Tuesday, 19 September 2023, 6:30pm – 8:00pm

**Venue:** St Catherine's School and Zoom.

<b>Attendees</b>	
<p><b>Community members</b>                      Danny Caretti (DC)                      Eric Kleinman (EK)                      Kate Marshall (KM)</p> <p><b>Waverley Council</b>                      Nikolaos Zervos (NZ)</p>	<p><b>St Catherine's</b>                      Andrew Grech (AG)                      Ben McCloghry (BM)                      Warwick Smith (WS)</p> <p><b>Traffix</b>                      Ben Liddell (BL)</p> <p><b>Independent Chair</b>                      Professor Roberta Ryan (RR)</p> <p><b>Minute taker</b>                      Isa Crossland Stone (ICS)</p>
<p><b>Apologies</b>                      Gerry Braddon (GB) – notes with questions and comments were emailed.                      Julie McAlpin (JM)</p>	

<b>Item</b>	<b>Description</b>	<b>Action</b>
1	Welcome and introductions	
	RR introduces herself to the group.	
	BM introduces himself to the group; he is the Head of Community Relations at St Catherine's School. He will be attending the meeting regularly alongside AG.	
2	Apologies	
	RR notes that GB, at the last minute, was unable to join the meeting. He is marked as an apology.	
3	Minutes and matters arising	
	<b>1. AG to provide an update regarding the mature plants on the school border wall, which were expected to have reached higher heights but are slow-growing.</b>	



<p>AG says that they will investigate having this done. There is no reason for the school not to do it. It is simply a matter of scheduling the works, and he imagines that this will happen around the Christmas holiday time.</p> <p>DP asks if they are planning to replace the existing ones.</p> <p>AG says yes, most likely that will be the plan. The school has a gardener/landscaper who can take on this project.</p> <p><b>2. AG to investigate the possibility of setting up sandwich boards for Macpherson Street traffic control.</b></p> <p>AG updates that the sandwich boards are up.</p> <p>RR asks if they have been a helpful addition.</p> <p>AG says that they have seemed to help on the whole. Things have been generally smooth running and there have been fewer complaints. There are still some issues with parents who are slow or tend to loiter in the area on their phones, but it is the school's responsibility to deal with those compliance issues through communication with the community.</p> <p>RR asks if the community members have noticed an improvement in connection with the sandwich boards.</p> <p>DC says yes, he has noticed that drivers are now moving forward down the drop off lane because the gate at the top of Macpherson Street is not open, and parents are dropping their children near the second entrance at the RPAC.</p> <p>However, DC notes that he has not seen sandwich boards on Macpherson Street. Has only seen them on Leichhardt Street. These ones on Leichardt Street have various signage regarding restrictions on Leichardt Lane, etc.</p> <p>AG was not aware that they were not on Macpherson Street. He says that there were designated sandwich boards for that area. He will follow up.</p> <p>DC says that there are serious traffic congestion issues on Macpherson Street because of the congestion at the</p>	<p>AG to ensure that the school places sandwich boards on Macpherson Street as well as Leichardt Street.</p>
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	<p>roundabout at the intersection of Macpherson Street and Leichhardt Street</p> <p>The roundabout at Leichardt Street and Macpherson Street was gridlocked yesterday. A car was parked at the beginning of the drop off area at the Junior School on Leichhardt Street which prevented the traffic flow went up to investigate this issue and saw that two students were helping junior school students out of cars, one at a time, and did not have any authority to get the parked car moved, which may have been a parent’s car</p> <p>DC notes that the two students did not seem to be senior students. There was no traffic warden present. DC feels that it is unreasonable to have the young girls in charge of managing the Junior School drop off area on Leichhardt Street</p> <p>DC adds that the usual traffic controller was seen blowing leaves on Macpherson Street at the time, rather than overseeing the Drop off zone. Two teachers were standing at the school gate greeting students but were not assisting the students with getting students out of the cars faster.</p> <p>AG clarifies that this person blowing leaves was the landscaper. AG says that there is a permanent traffic warden at the school who should be present at this area. AG will ensure that this warden is actively present here.</p> <p><b>3. AG to update the CCC offline regarding the timing of tree replacement on Macpherson Street.</b></p> <p>AG says that the trees have now been planted. The four trees that have been cut down have now been replaced.</p> <p><b>4. NZ to provide the petitioners a comprehensive update on the progress on the operation plan for compliance on and around Macpherson Street.</b></p> <p>NZ says that he has not yet done this, as he has been on leave for the last 2 months. He will progress with these updates following this meeting.</p>	<p>AG to ensure that the School’s traffic warden is present to oversee and assist the designated students’ helping of the car line flow.</p>
4	School update – AG	
	AG updates that the School Holidays are due to start at the end of this current week.	

	<p>The Year 12 students will finish up classes at the end of this week and will be beginning their exams in Term 4.</p> <p>AG says that they have strong enrolments for 2024, so they are expecting to reach their enrolment cap.</p>	
4.1	<p>Summary of complaints received - AG</p> <p>AG says that he has not got the complaints register currently but he can bring it to the next meeting. AG says that from memory. There was a complaint about students standing on private property beside the Albion Street bus stop. This issue was addressed by the supervising teachers.</p>	
5	<p>Council Presentation</p> <p><b>Council presents on the following matters:</b></p> <ul style="list-style-type: none"> <li>- <b>Plans for a potential pedestrian crossing relocation on Leichardt Street.</b></li> </ul> <p>NZ says that currently the Council design team is currently drafting some plans. NZ anticipates that these plans will be ready to present to the CCC at the next meeting. When there is a consensus amongst the CCC regarding these options and on the matters, they are targeting, they will be able to progress by submitting the plans to the Traffic Committee.</p> <p>NZ says that these matters include formalizing the painted roundabout to prevent cars from queuing around the Macpherson Street roundabout.</p> <p>They will be introducing a pedestrian island refuge at the Macpherson Street roundabout to support safe pedestrian crossing.</p> <ul style="list-style-type: none"> <li>- <b>Macpherson Street traffic management strategies (with visuals).</b></li> </ul> <p>NZ says that this strategy, including visuals, will be presented as part of the presentation discussed above.</p> <ul style="list-style-type: none"> <li>- <b>Update based on members' proposed time changes for School Zones.</b></li> </ul>	

NZ says that the school has made it clear that there is a bit of a buffer with timing at School.

NZ will only progress on changing the zones, as per the signs, if the community feel that this would be beneficial to managing the parking issues.

EK says that his concern is that the school will not be controlling traffic or overseeing traffic flows outside of the School Zone hours. He does not want the school to reduce the times that they are policing the traffic based on a reduction of School Zone hours.

AG says that the change of the zone would not change the time that the traffic warden is policing the area. The traffic warden currently only goes out to patrol at 3:10 when the students are released, until 4pm. This standard would remain.

EK says that a key issue he has noticed is parent traffic and parents blocking Leichardt Lane, specifically, outside the existing School Zone hours. At 5pm yesterday, EK says that he was essentially locked in Leichardt Lane due to an influx of parent car congestion.

AG says that this would have been due to an after-school sporting practice event.

NZ says that there are no pick-up/drop-off zones that are formalized around the School at all times. AG says that it would not make sense to have them, as there would be a lot of time in-between School Zone hours in which these spaces would be unused, which would upset the community.

DC notes that St Catherine's School has different school holiday dates from public schools, and from some of the surrounding private schools.

DC knows of some residents who have been booked during St Catherine's School holidays, on days that are not part of the State School Holidays. KM says that this has happened to her, personally.

	<p>DC says that the Waverley Council rangers should be briefed on the St Catherine’s school holiday dates to ensure that this does not happen and residents can park in empty parking spots without fear of being booked.</p> <p>NZ will follow up at Council to see that this happens.</p> <p>RR asks what the consensus is. Would the group like to reduce the School Zone or not?</p> <p>The group agrees that they would like to reduce the School hours.</p> <p>AG will contact NZ offline tomorrow, Wednesday 20th (CCing RR) to note the new School Zone hours.</p> <p>NZ says that the Council will take this matter out to the community more broadly to gauge attitudes to the change.</p>	<p>NZ to make a note at the Council that the parking rangers be briefed on ST Catherine’s School Holiday dates in order to avoid incorrect booking of parked cars.</p> <p>NZ to oversee the Council’s communication to the broader Waverley community about a potential reduction in School Zone hours.</p>
6	Review of the 2024 OTMP – BL	
	<p>BL runs through the draft OTMP with the group.</p> <p>DC says that he has found is that the OTMP does not contain enough reporting about the activity and opinions of the CCC (for example, regarding illegal parking). It does not seem that what the group has been discussing in these meetings is included in this report, which makes DC feel as though these discussions are not as effective as they could be.</p> <p>WS acknowledges that is excludes some of the CCC’s discussions and concerns <i>surrounding</i> the OTMP.</p> <p>However, WS notes that the objective of the OTMP is to measure traffic movements and the number of private vehicles. The issues that DC is raising may not need to be included in the OTMO, but rather in a different, associated report.</p> <p>NZ says that it seems that the scope of the report had changed over its life. The OTMP should probably be changed to reflect this, and perhaps this should involve</p>	

<p>including an analysis of the CCC's activity and perspectives surrounding the OTMP's content.</p> <p>DC agrees. He notes that the OTMP's reporting content should change because the CCC is active and the community is interested in traffic issues around the school.</p> <p>WS agrees that all of this is important, but he is just not clear of where it should be recorded.</p> <p>EK says that it seems that they need to be capturing information about parking spots in the OTMP. There seems to be a gap in the reporting here, and this is a matter that really impacts the community. With the population of the school growing, this will likely persist as an issue.</p> <p>RR agrees. She says that the first matter here is adding the issues raised by the CCC into the OTMP. She suggests that they could be best published as an appendix to the OTMP in the form of a table which records the issues raised and suggestions made.</p> <p>WS says that previously, the OTMP report was for the planning stage. As the School is moving into the operations phase of this development, it is reasonable to include a section focused on ongoing operations issues, such as parking. This is in line with this year's new condition, which makes clear that the CCC's perspectives and review of the document is a key part of the finalizing process.</p> <p>NZ confirms that he would be comfortable with the CCC review being documented post-OTMP. This Condition is a new one, and therefore this is the first year that they would have to make this addition.</p> <p>DC feels that this record should be added a section of the OTMP. The group discusses the options and ultimately agrees that the CCC's review can be documented as a supplementary letter alongside the OTMP.</p> <p>RR asks if the Council reviews the OTMP document as a consent authority.</p> <p>WS says that they do a review as a CCC mechanism, but not really as a consent authority.</p> <p>WS says that they have agreed with the community on the annual timing of the OTMP progression.</p>	
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	<p>KM asks if the student cap is currently 1050.</p> <p>WS says that the 2023 cap is 1090, as stated in the report. The School is currently under the cap, and there are 1060 students.</p> <p>RR would like to decide with the group at what point in time are the review points drawn out from the minutes to form a report.</p> <p>WS says that the report should summarise the issues raised by the CCC and the actions taken in response, the report will be submitted before the OTMP is drafted next year. This allows time for the review document to evolve according to the CCC's discussions.</p> <p>DC says that the community feels criteria should change. For example, Net 0 Emissions goal should be included in the report to measure carbon emissions. DC notes that the current ARUP baseline was written in 2014, and should be updated</p> <p>WS suggests that these should be added to the short report on the CCC's review.</p> <p>RR returns to the discussion of the report.</p> <p>KM asks further about Part A of Section F. She is not sure about the link between the traffic efficiency and road upgrades.</p> <p>WS says that he understands Section F3 as saying that if the target of private vehicle reduction is not met, then the school must introduce measures to increase traffic efficiency and meet the targets.</p> <p>KM says that this makes sense. She asks if the Council is obliged to be involved in this.</p> <p>NZ says that Council's obligation is to support the school to meet its requirements according to the DA, or to consult with the School if it is not able to meet them.</p> <p>DC notes that the number of students catching the Little Bay bus has decreased, while the others have begun increasing. Last year, Little Bay bus had a 20-student average. This year it is a 15-student average. Is it because</p>	
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	<p>fewer students re coming from this area or is it because more of those students are driving?</p> <p>AG and BL are not sure. There is no clear reason. The school tends to move the bus capacity to meet the most demand, and AG assumes that changing demographics and transport needs have caused a variation here.</p> <p>KM asks if they school is planning to add more busses – it seems that they are quite high capacity.</p> <p>DC suggests that the school will have to increase the size of the buses to meet the increasing demand.</p> <p>BL discusses Table 5 of the OTMP, which discusses the numbers of student and staff. He notes that there has been an increase in survey participation.</p> <p>DC asks if the increase in survey numbers has influenced the survey result.</p> <p>BL says not really. The participation statistics this year and last were relatively similar and the data was too, whereas 2021 had much lower participation and weaker results.</p> <p>WS notes that the school did a good job of encouraging survey participation.</p> <p>NZ note that the Year 12 survey participation is quite low, but it is likely that that year group would have some of the most important information to contribute (especially since many of them will be driving to school).</p> <p>AG agrees. He explains that the lower participation of year 12s was due in large part to the survey coinciding with timing of HSC trials.</p> <p>BL discusses Table 6 which details staff travel mode splits. He notes that higher levels of staff taking private vehicles, and much lower levels are taking public transport. The OTMP discusses possible reasons for this, which include a suggestion that people are less likely to take public transport post-Covid.</p> <p>DC says that this post-Covid explanation is unacceptable and not realistic, as many other things have gone back to</p>	
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normal and the report shows that more students are taking public transport obviously with the approval of parents.

AG believes that there are a few contributing elements. Aside from Covid fear, he says that like most organisations in the area, the school is increasingly employing people who live further away from the school location, and for whom public transport is not an efficient option.

AH confirms that the School's carpark is at capacity.

DC says that among other reasons, teachers should be taking busses for environmental purposes.

DC says that since the addition of extra spaces in the car park for teachers, more teachers are now using on street parking. More spaces in the car park have encouraged more staff to drive and park on the street.

He suggests that the school had the opportunity to build a 200 space car park that would've allowed staff to park. He believes that eventually there will be a resident only parking scheme in the area and there will no longer be any long term street parking.

NZ shares that the Council is planning to do a review of the resident parking across this area. All residents will be surveyed on whether they would like a resident parking scheme, which would impact the availability of parking for teachers.

KM asks whether there is a formal requirement for provided parking spaces at the school. Do the surrounding schools have a standard number of parking spaces? Would it be possible to lobby the MP or the Transport Department to provide additional busses to the local and School routes?

WS believes that in State Schools, there are no formal requirements for parking space numbers.

DC suggests that in order to avoid parking issues and traffic congestion, teachers and students who drive to school should consider parking at East Gate or Bondi Junction and taking a bus to the campus from there.

BL discusses Section 4.2.2, which shows student transport Modal Splits in the AM time.

	<p>DC ask if all students are allowed to cycle to school, and how many students do.</p> <p>AG says that senior school students (7-12) are allowed to cycle. Currently, there are only a handful who cycle to school.</p> <p>DC asks, if the Council worked on improving the bicycle park and routes, would the School be able to encourage the students to ride to school?</p> <p>AG says yes, potentially.</p> <p>BL discusses the map on Page 31, which shows the four intersections surrounding the school site.</p> <p>DC references a comment on Page 32, which says that traffic surrounding the school has lowered. This is explained in the report by the argument that more people are working from home. DC suggests that the report should also include the reason that people are much more aware of climate change and are taking more public transport over the option of driving. This attitude is growing in the area.</p> <p>DC notes that the Council seems to be aiming to reduce personal vehicles in the area.</p> <p>NZ agrees that this is true. The Council is putting various measures into place, including parking restrictions. AG says that the school has signed up with the Council's Net Zero initiative, and therefore agreed to work towards a Net 0 emissions goal.</p> <p>DC says this is good. He suggests that the School should include this goal as part of their encouragement to their community members to use public transport.</p> <p>DC adds this should be included in the OTMP table. It should be commented that drivers are reducing partially as a reflection of the school's commitment to the Waverley Council's Net Zero program.</p> <p>KM asks if BL has any insights in why traffic seems to increase during school holiday periods.</p>	
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	<p>WS says that even during School Holidays, there is more traffic on the weekends than the working week. AG suggests that in the school holidays, residents are more likely to take their cars as the roads are much clearer.</p> <p>DC notes that Charing Cross is going to be doing a major road upgrade in 2024. The Bronte Road shopping strip road will be narrower, and the footpath will be widened.</p> <p>NZ says that the lanes will be reduced by 0.8m on each side. Albion Street will still be able to have busses.</p> <p>WS asks if the street parking will be reduced. DC says that they will only be reducing it by 2 car spaces.</p> <p>NZ notes that as a result of these works, traffic flows will likely reduce.</p> <p>NZ says that the works will likely begin by April 2024.</p> <p>WS asks the group for views on timing of the OTMP, given these works. WS suggests, and the group agrees, that it would be better to keep the timing of the OTMP at its regular time in order to pick up changes clearly.</p> <p>DC refers to Page 56, which shows the pick-up data is low for students from the Junior school in the afternoons, given the large drop off in the mornings. Why is this?</p> <p>BL says that he is not sure. When he observed the area, there were only 12 vehicles picking up primary students. Perhaps there were after school activities for the primary school kids.</p> <p>AG says that there are generally activities for the primary school students, as well as after school care. Therefore, many students are picked up after 4:30pm.</p> <p>EK says that this is the key issue that is not represented in the OTMP. The after-hours primary school pick up rush is significant.</p> <p>NZ asks what the community members would think about installing a pick-up-drop-off-zone (PUDO) separate from the School Zone to operate beyond the School's operational hours. It may only involve 1-2 parking spots. It could be in operation 24/7, or could have time restrictions on operation, if the community would like.</p>	
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DC notes that there is a new PUDO at the Robin Hood Hotel to allow Uber pick-ups and drop-offs. It has made a positive difference.

DC feels that the installation of a PUDO near the school for after-hours is a good idea. It would be good to have one each at Leichardt Street and Macpherson Street.

KM says that there has been a lot of community concern about students who are exiting the aquatic center to go home. Students often run out onto the road and the pick-up process is very haphazard. KM says that there have been many complaints, as residents have struggled to drive out of their driveways during these times. She wonders if the school can develop a better system of funneling the students out.

AG has not heard of any recent complaints. He says that the aquatic centre is used by students not only of the school but other members of the community, which makes it a complex area to manage.

KM says that it has been an issue and expects it to become a bigger issue in summer.

NZ suggests that the placement of a PUDO would alleviate this issue.

DC and EK suggest that the school adds a PUDO next to the carpark.

AG says that they looked into it when they were developing construction plans at the school. They considered that it might cause issues with pedestrian safety.

NZ refers to Table 16 on Page 55. He notes that there are only 5 pick-ups at the Albion Street East, whereas there were 60 drop offs in the morning at that spot. Why is this?

WS suggests that the school busses are taking up this area.

AG says that the busses are gone by 3:30pm, so this is an unlikely explanation.

The group agrees that it is not clear to him why this is the case.

<p>BL discusses the map at Page 58, which shows the parking capacity for event nights.</p> <p>DC asks about the purpose of this mapping/survey. Should they now be comparing it year-by-year to see if there is an increase?</p> <p>BL says that it would be a bit tricky to compare year-by-year.</p> <p>WS says that the DA conditions talk about parking being available on events nights, in order to minimise inconvenience to the neighbours. They could compare between each year to see if there was any spare parking capacity.</p> <p>DC says that this is another reason to install a PUDO, to allow for people to get Uber or Taxis on event nights.</p> <p>WS says that the data has been taken for the last 2 years at the same time of year, for the school musical in Week 2 of Term 2.</p> <p>EK asks if there is any encouragement by the school to promote public transport use/carpooling, etc. on these event nights.</p> <p>AG says that there would be reminders to the parents to be respectful about car parking and to consider public transport options.</p> <p>DC shares some comments from GB, who is an apology. GB says, regarding Pages 59-61, Figures 34-37, that the numbers and figures seem to be quite similar. How can they be assumed to be exact?</p> <p>BL says that there are multiple people who record these numbers in 1-hour blocks over a 4-hour period. These records include the number of vehicles parked on each street and note these numbers, from which a table such as this one is produced.</p> <p>WS says that the number of car spaces is finite.</p> <p>BL confirms that there is a total of available spaces is 760 in the School Zone.</p>	<p>NZ to follow up the possibility of installing a PUDO near the School for use out of School hours.</p>
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<p>DC shares GB’s comments about Page 62. GB asks where the 5% reduction target was derived from, and notes that no rewards or disincentives are mentioned.</p> <p>BL says that this target is part of the 2030 ‘no net increase’. It is a floating target, which will be assessed every few years to ensure that the School reaches the conditions of the DA in order to keep increasing their enrolment caps.</p> <p>DC shares GB’s question about Figures 14, 15, 20 and 21. GB suggests that people are using the roundabout as a turning circle, which is adding to the number of cars that are recorded as travelling this area.</p> <p>BL says this is potentially true.</p> <p>NZ notes that in his observation of the site, he did not notice any parents’ cars doing laps of Macpherson Street.</p> <p>Having concluded discussions about the OTMP, it seems that against the 2014 benchmark, there has not been an increase in private vehicle trips.</p> <p>WS says that on the basis that private vehicle trips have not increased, the updated OTMP will be added to the school’s website.</p> <p>WS will provide a formal letter application to the Secretary of Planning, summarising the OTMP and its having met the objectives, with an application to increase the 2024 enrolment cap based on these results.</p> <p>WS will also draft a document discussing the CCC’s review of the OTMP and its agenda for the next 12 months before the next OTMP. This document will include the details that are recorded in the CCC meeting minutes for 2023 and can be a running log of the CCC’s evolving discussion.</p> <p>WS will draft this letter and will circulate it to the CCC offline for their approval before submission.</p> <p>DC asks if the Council needs to review the OTMP before it goes ahead.</p> <p>NZ says no. If they can conduct a peer review of the OTMP and make suggestions --- these can be added to the running list recorded by the CCC.</p>	<p>WS to oversee the publication of the updated OTMP to the School website.</p> <p>WS to oversee the submission of the updated OTMP to the Secretary of Planning.</p> <p>WS to draft a document for the Secretary of Planning, discussing the CCC’s review and suggestions about the OTMP. WS will circulate this letter to the CCC offline, and the CCC will discuss it at the next meeting.</p>
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7	All other business	
	<p>KM says that she has been asked to pass on concerns of the community members re gridlock traffic around the school, which was mentioned by DC earlier.</p> <p>Today, for example, one of KM’s neighbours was not able to exit her driveway on her way to her job in aged care.</p> <p>KM, on behalf of the community, requests that the Council take a closer look at what is going on here, She would like the Council traffic rangers to be more present in the area.</p> <p>NZ will pass this information on to the Council rangers. They do have an active program for managing infringements in this location.</p>	
8	Next Meeting	
	<p>RR suggests <b>Tuesday, 7 November</b> as the next meeting date.</p> <p>Group agrees.</p> <p>The group will aim to discuss and finalise the report that WS is planning to write regarding the CCC’s review of the OTMP.</p>	

## Appendix C – Drop-Off and Pick-Up Zones





**Appendix D – St Catherine’s Sydney – 2023 OTMP Review Summary**

Actions undertaken resulting from matters discussed by the St Catherine's School Community Consultative Committee throughout 2023								
REF	Subject	Location	Description	Impact / Issue	Time / Duration	Action	Notes / Comments	
2023.1	Macpherson Street Carline	Macpherson Street	The full length carline is not operating as efficiently as it should	Queuing up into the Albion Street roundabout	Morning drop-off and Afternoon collection	1.1 School closed Gates 4 and 5 so students have to exit school from Albion Street exit or at the start of the carline 1.2 Sandwich boards to be used to remind drivers to move to the front of the carline 1.3 Campaign of announcements to parents about how to use the full length of the carline. Rotation of three messages in Term 2, 2023 1.4 Traffic Controller to be more visible during both periods 1.5 Staff using the Macpherson Street carpark are not allowed to exit between 3:00-3:30pm		
2023.2	Leichhardt Street Carline	Leichhardt Street	Parents using No Stopping zones and parking across Leichhardt Lane	1. Residents using Leichhardt Lane are not able to exit onto Leichhardt Street during carline  2. It makes it difficult for residents exiting Leichhardt Lane to see traffic conditions on Leichhardt Street	Morning drop-off and Afternoon collection	2.1 Communications to parents about not parking across the lane, as part of the broader campaign about carlines 2.2 Meet with Waverley Council to determine if road markings can be introduced to demarcate a "No Queuing" area at the end of Leichhardt Lane 2.3 Traffic Controller to be more visible during carlines		
2023.3	Participation rate in traffic surveys	N/A	CCC was concerned that the 2021 traffic survey participation results were too low	CCC questioned the credibility of the data in the surveys, the results of which feed into the Operational Transport Management Plan (OTMP)	N/A	3.1 The school runs the surveys over a longer period, previously 2 weeks, and only closes the surveys when high participation rates are achieved		
Key Issues raised by the St Catherine's School Community Consultative Committee for further investigation following Review of the 2023 OTMP								
REF	Subject	Location	Description	Impact / Issue	Time / Duration	Action	Next Review Date	Resolution
2024.1	Drop-Off-Pick-Up	MacPherson Street	Morning Drop-Off efficiency has been improved by (i) The relocation of the pedestrian crossing and (ii) from the closure of Gate 2 during morning peak. Delays to Junior School Drop-Off queue sometimes result in congestion in Macpherson Street West of round-a-bout with Leichhardt Street.	Slow movement of drop-off queue causes congestion of Macpherson Street and Leichhardt Street round-a-bout and slows departures from Macpherson Street Drop-Off line..	8.00am - 9.15am School Days	St Catherine's to continue to review procedures to improve flow of vehicles during morning Drop-Off	Update CCC meeting scheduled for 6.11.2023	
2024.2	Round-About level of service and congestion	Macpherson Street & Leichhardt Street	Macpherson Street / Leichhardt Street Round-about is frequently congested as it services Bronte, Bondi, Maroubra and Charing Cross traffic.	Queuing across driveways makes entry and exit for residents difficult and dangerous when reversing into Macpherson Street.	At many times of the day independently of school activity.	Waverley Council and St Catherine's have jointly inspected Drop-Off and Pick-Up operations in situ. Waverley Council to review engineering, line marking and kerb configurations at Macpherson Street / Leichhardt Street Round-a-bout.	Update CCC meeting scheduled for 6.11.2023	
2024.3	Staff travel mode profile	Impacts on "off-site" staff parking locations	2023 OTMP measured slight increase (1%) in private vehicle use by Staff.	Should this trend continue then an increase in street parking occupancy may result.	During School days	Waverley Council are going to commence community Consultation with residents to measure appetite for Resident parking scheme.	Update CCC meeting scheduled for 6.11.2023	
2024.4	After School Hours Pick-Ups	Leichhardt Street near Leichhardt Lane	OTMP does not measure impact of Pick-Up activity after school peak times. Residents have observed illegal manoeuvres when cars pick up students later in evenings.	After school activities (E.g. Sporting practise, Aquatic Centre sessions, After School Care, Events) require pick-up out of school pick-up time slots. Residents can use street parking at these times and inconvenient behaviours can result (E.g. picking up in driveways or across driveways or in No Stopping zones). Can cause congestion when accessing or leaving Leichhardt Lane.	Most noticeable around 5pm-6pm on some school days.	Dedicated Pick-Up / Drop-Off (PUDO) car space(s) to be investigated by Waverley Council and appropriate time zones to provide some pick-up facilities after school peak. PUDO's are also contemplated for Charing Cross road upgrade works.	Waverley Council to update CCC meeting scheduled for 6.11.2023	
2023.5	St Catherine's private bus route usage.	Routes 1-5 (Incl.)	2023 OTMP (Figure 7), illustrates that Bus Usage Profiles for each route has changed in some instances. 9E.g. Routes 1, 2, & 3 slightly down on 2023. Routes 4 & 5 significantly up on 2022).	Use of St Catherine's subsidised bus services assist in reducing private vehicle trips associated with school operations.	Demand for each bus service changes annually	St Catherine's to review participation/occupancy of all private bus routes and optimise student usage.	Assess prior to term 1, 2024 when establishing 2024 bus routes.	
2024.6	Charing Cross Street & Pedestrian Zone upgrade works	Albion Street Charing Cross.	Charing Cross Road Upgrade works are currently scheduled to take approx. 12-15 months commencing in early 2024.	The road works on Albion Street may affect traffic behaviour during construction. CCC noted that this impact may also impact the 2024 OTMP survey measurements.	2024-25	Traffic Engineer (TRAFFIX) to acknowledge & consider potential impact of road works in Charing Cross precinct when undertaking and assessing the 2024 OTMP survey data.	As part of 2024 OTMP review. ( June/July 2024).	
2024.7	Aquatic Centre Activity	Macpherson Street	Traffic behaviour associated with swimming activities within the Aquatic Centre	Pick-Up and Drop-Off for Aquatic Centre activities has produced illegal and inconvenient traffic behaviours which are impacting on resident access to and from driveways. (E.g. picking up in driveways or across driveways, visitors spaces or in No-Stopping zones).	Various	Dedicated Pick-Up / Drop-Off (PUDO) car space(s) to be investigated by Waverley Council. Increased Ranger presence to be coordinated with Waverley Council. St Catherine's to review communications to Aquatic Centre users.	Update CCC meeting scheduled for 6.11.2023	