

Lindfield Learning Village CCC

Purpose	Inception meeting
Date	25/02/2021
Time	5:20 pm to 6:20pm
Location	Lindfield Learning Village, 100 Eton Road, Lindfield
Chairperson	Abigail Goldberg
Attendees	<p>Community representatives:</p> <ul style="list-style-type: none"> Guy Beaubois Janet Halliday Jason Wong Lynne Lee Suzanne Little <p>Project representatives:</p> <ul style="list-style-type: none"> Deb Smithers, Business Manager, Lindfield Learning Village Jim Lewis, Senior Project Director, SINSW Esben Jensen, Community Engagement Manager, SINSW <p>In attendance:</p> <ul style="list-style-type: none"> Penny Blunden, Savills, Senior Project Manager
Apologies	<ul style="list-style-type: none"> Nil

Minutes

1. Welcome and introductions

The Chair welcomed participants and facilitated round-table introductions.

2. Declaration of interests

The Chair noted that a declaration of interests would be sought at each meeting to ensure currency.

3. Confirmation of purpose

The Chair outlined the purpose and role of the CCC, making reference to the Department of Planning Industry and Environment's **CCC Guidelines** (2019) and the **project instrument** (conditions of approval). It was noted that:

- Condition D36 of the instrument requires that a CCC is constituted, and sets out the purposed and term of the committee.
- The purpose of the CCC is to provide a forum for discussion between the proponent and community representatives and stakeholder groups on issues relating to the State significant project.

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- The CCC performs an advisory and consultative role.
 - CCC members are encouraged to keep their stakeholders updated and informed regarding project matters. In this regard, there is a presumption that documents and other information provided to the committee can be made generally available to the community.
 - Individual committee members may make comments to the media or in public forums on behalf of themselves or their stakeholder groups, but not on behalf of the committee.

Action: Chair to transmit the CCC Guidelines and project instrument to CCC members for their information.

4. Project background and current status

Ms Blunden provided a project overview and status update, noting that completion is currently scheduled for Day 1 Term 1 2022, however attempts are being made to expedite this.

Ms Blunden proposed, and members accepted, that a site walk should be undertaken. Members expressed a preference for this to happen inter-session.

Action: Site walk to be arranged.

5. Proposed schedule of meetings and timeline of activities

The proposed schedule of meetings, as transmitted by email prior to the meeting, was discussed.

Participants noted that Thursday evenings were acceptable. A request was made for the 6 May meeting to be brought forward, or postponed, by a week.

Topics for forthcoming meetings were discussed. Agreed that the next meeting would focus on **fire safety handling**. Subsequent to this **traffic and transport matters** would be the focus.

Action: Date of next meeting is proposed as Thursday 29 April 2021.

6. Other business

a. Project **contact points** were requested and are noted as follows:

- **Site contacts:** Andrew Barkby on 0414 899 334 is site contact. Noted that site signage with contact numbers will also be made available.
- **Project hotline:** complaints or enquiries may be directed to:
Email: schoolinfrastructure@det.nsw.edu.au
Phone: 1300 482 651
- **Project updates and notifications** are shared on the SINSW project page:
<https://www.schoolinfrastructure.nsw.gov.au/projects/lindfield-learning-village-stage-2.html>
Project documentation, including the State Significant Development application (SSD), works notifications, complaints register as well as landscaping and bushfire management documentation, can be found under the Library tab.

b. Traffic management: the Project Director outlined initiatives that have been put in place to assist with traffic management in relation to the school. Members noted that these have been well received and are working well so far.

Action: Site contacts provided above. Signage relating to 24/7 contact for site issues to be reinstated and placed in a prominent position visible to passers-by.

The meeting closed at 6:20pm
