

# LINDFIELD LEARNING VILLAGE COMMUNITY CONSULTATION COMMITTEE

Annual Report 2021

## Community Consultative Committee Details

CCC / Project Name:	Lindfield Learning Village	Reporting Period:	2021
Independent Chairperson:	Abigail Goldberg	Proponent Contact:	Jim Lewis, Project Director

### 1. Executive Summary

The Lindfield Learning Village Community Consultation Committee (CCC) commenced meetings in 2021 following a nomination process for community members in late 2020/ early 2021. The nomination process followed Department of Planning and Environment CCC Guidelines, with endorsement from the Department (Appendix 1).

The CCC is a requirement of Condition of Approval D36 of the project approval for the Lindfield Learning Village Phase 2 and 4, a State Significant Development. The Condition states:

**D36.** Prior to the commencement of operation, a Community Consultative Committee (CCC) must be established for the development in accordance with the Department's Community Consultative Committee Guideline: State Significant Projects (January 2019). The CCC must begin to exercise functions in accordance with such Guideline before the commencement of operation of Phase 2 and continue to do so for a period of three years after the commencement of operation of the final stage of operation or other timeframe agreed by the Planning Secretary.

Notes:

- The CCC is an advisory committee only.
- In accordance with the Guidelines, the Committee should comprise an independent chair and appropriate representation from the Applicant, Council, relevant transport agencies and the local community.

The purpose of a CCC is to provide an independent forum for consultation between the community and project representatives, as well as for sharing information and receiving feedback. The Committee aims to meet four times a year, in line with project delivery milestones and CCC Guidelines.

### 2. CCC activities over last 12 months

- Four meetings of the CCC were held in the reporting period, viz:
  - Meeting 1: 25 February 2021 (in-person)
  - Meeting 2: 29 April 2021 (in-person, including site walk)
  - Meeting 3: 26 August 2021 (online due to Covid-19 precautions)
  - Meeting 4: 25 November 2021 (online due to Covid-19 precautions)
- Attendance at meetings:
  - Members have made an effort to attend all meetings, despite some technical difficulties following the transition to an online format.
  - One member resigned following Meeting 3 as he had hoped for a greater involvement in educational matters eg curricula, than the CCC addresses.

# LINDFIELD LEARNING VILLAGE COMMUNITY CONSULTATION COMMITTEE

## Annual Report 2021

- Site visits:
  - A site walk was undertaken as part of Meeting 2, 29 April 2021. As the site has been under construction, the walk enabled CCC members to view progress on both internal school facilities and landscaping. Fire safety measures were also highlighted.
- Dispute resolution:
  - There have been no disputes and as such nil dispute resolution has been required.

### 3. Key issues

The following key issues were addressed during the reporting period at the request of CCC members:

Issue	Actions Taken	Next Steps
<b>Issue 1:</b> Fire safety handling	Site walk prior to Meeting 2 on 29 April 2021.  Presentation at Meeting 2 regarding fire safety handling by Lew Short, Blackash Consulting. Discussion at the meeting.	CCC to be updated on emerging issues.
<b>Issue 2:</b> School transport planning	Discussion at Meeting 3 on 26 August 2021 including Council Strategic Transport Planners from both Ku-ring-gai and Willoughby Councils as well as the LLV Traffic Coordinator.	CCC is kept updated on actions requiring follow-up eg lighting of pedestrian crossings.  The issue will be revisited at the first meeting in 2022 due to the matter evolving including as a result of: <ul style="list-style-type: none"> <li>• The school pick-up and drop-off site having been moved in Q1_2022</li> <li>• The number of pupils increasing in 2022</li> <li>• Potential traffic changes resulting from Covid-19</li> <li>• Potential changes to school buses in 2022</li> <li>• Monitoring of the school travel plan, including active transport initiatives.</li> </ul>

# LINDFIELD LEARNING VILLAGE COMMUNITY CONSULTATION COMMITTEE

## Annual Report 2021

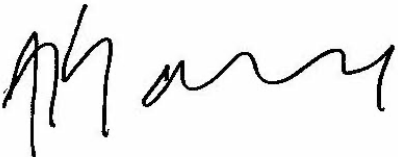
<b>Issue 3: Landscaping</b>	Presentation by consultants from NBRS and Blackash at Meeting 4 on 25 November 2021 followed by discussion focusing on: <ul style="list-style-type: none"><li>• Landscaping at interface locations between the school and residential areas.</li><li>• Potential for rehabilitation of the creek which borders both the school property and residential areas.</li></ul>	Boundaries to be clarified between the school and residential areas.  A site walk to be arranged including CCC representatives, LLV school and relevant consultants to investigate potential to improve the appearance and environmental performance of landscaping.
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Minutes for each meeting are attached at Appendix 2.

### 4. Focus for next 12 months

- Planned matters for discussion include:
  - Updates on issues raised in preceding reporting period, as outlined above
  - Confirmation of any Conditions of Approval still required to be addressed.
- Emerging issues will be addressed as they arise.
- Management of emerging issues will be communicated as appropriate.
- The meeting schedule for 2022 has been agreed as:
  - Thursday, 24 February 2022
  - Thursday, 28 April 2022
  - Thursday, 25 August 2022
  - Thursday, 24 November 2022

It is hoped that meetings in 2022 can return to in-person, on-site meetings.

Signature of Chair:	
Date:	12 January 2022

**LINDFIELD LEARNING VILLAGE COMMUNITY  
CONSULTATION COMMITTEE**  
Annual Report 2021

**Appendix 1:**

**Department of Planning and Environment endorsement of Chair and  
Members**



Our ref: SSD 8114

Mr Pete Krause  
Project Director  
School Infrastructure NSW  
Level 8, 259 George Street  
Sydney NSW 2000

Attn: Gavin Ng (Gavin.Ng4@det.nsw.edu.au)

07/12/2020

Dear Mr Krause,

**Lindfield Learning Village Phase 2 and 3 – SSD 8114  
Nomination of a person as a Community Consultative Committee  
Chairperson (Condition D36)**

Thank you for your submission dated 30 November 2020 nominating Ms Abigail Goldberg (CV provided) as the chairperson of the Community Consultative Committee (CCC) for the Lindfield Learning Village Phase 2 and 3 (SSD 8114).

I note that Ms Abigail Goldberg is an experienced and qualified person whose name is on the Department's CCC register. I also note that Ms Abigail Goldberg has signed the Code of Conduct Agreement – Independent Chairperson.

Accordingly, I acknowledge that Ms Abigail Goldberg is a suitable candidate for the CCC chairperson role for SSD 8114.

You are reminded that a CCC must be established in accordance with the Department's *Community Consultative Committee Guideline: Stage Significant Projects (January 2019)*. The CCC must exercise its functions before the commencement of operation of Phase 2 and continue to do so for a period of three years after the commencement of operation of the final stage of operation or other timeframe agreed by the Planning Secretary.

If you have any questions, please contact Shiraz Ahmed at 02 9274 6534.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'C. Dumbleton'.

Carl Dumbleton  
**A/Director**  
**Infrastructure Assessments, Infrastructure Management**

As nominee of the Planning Secretary



Mr Peter Krause  
Project Director  
School Infrastructure  
Level 9, 259 George Street  
Sydney NSW 2000

Attn: Gavin Ng (gavin.ng4@det.nsw.edu.au)

12/02/2021

Dear Mr Krause,

**Appointment of Community and Stakeholder members to Lindfield Learning Village  
Community Consultative Committee - SSD 8114**

I refer to your submission of 27 January 2021 seeking approval of the Planning Secretary for the recommended community representatives on the Community Consultative Committee (CCC) for the Lindfield Learning Village SSD 8114.

Consistent with the Department's *Community Consultative Committee Guidelines for State significant projects 2019* (CCC Guideline), and, as a nominee of the Planning Secretary, I have formally appointed the following community committee members to the Lindfield Learning Village CCC.

Title and Name of appointed members	Phone number, address and email	Membership type
Mr Guy Beaubois	[REDACTED]	Community Representative
Ms Janet Halliday	[REDACTED]	Community Representative
Mr Jason Wong	[REDACTED]	Community Representative
Ms Lynne Lee	[REDACTED]	Community Representative
Ms Suzanne Little	[REDACTED]	Community Representative

The above listed CCC members have been instructed to send the independent chairperson a signed copy of the code of conduct agreement and a declaration of pecuniary and non-pecuniary interest form. Once these forms have been returned, the independent chairperson will take the next steps to

contact each member for introductions and to provide instructions on the CCC Guideline. Also, the chairperson may recommend background and induction material to prepare them for the first CCC meeting and to assist their understanding of the project.

If you have any questions, please contact Shiraz Ahmed who can be contacted at [shiraz.ahmed@planning.nsw.gov.au](mailto:shiraz.ahmed@planning.nsw.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read "Jake Shackleton". The signature is fluid and cursive, with a small blue dot above the first letter of the first name.

**Jake Shackleton**

A/Director - Infrastructure Management

As nominee of the Planning Secretary

**LINDFIELD LEARNING VILLAGE COMMUNITY  
CONSULTATION COMMITTEE**  
Annual Report 2021

**Appendix 2:**

**Meeting Minutes for 2021 reporting period**



## 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"> <li>Guy Beaubois</li> <li>Janet Halliday</li> <li>Jason Wong</li> <li>Lynne Lee</li> <li>Suzanne Little</li> </ul> <p>Project representatives:</p> <ul style="list-style-type: none"> <li>Deb Smithers, Business Manager, Lindfield Learning Village</li> <li>Jim Lewis, Senior Project Director, SINSW</li> <li>Esben Jensen, Community Engagement Manager, SINSW</li> </ul> <p>In attendance:</p> <ul style="list-style-type: none"> <li>Penny Blunden, Savills, Senior Project Manager</li> </ul>
Apologies	<ul style="list-style-type: none"> <li>Nil</li> </ul>

### 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.

## Minutes

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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.

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### 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.

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### 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.

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### 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](mailto: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

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# Minutes

## Lindfield Learning Village CCC

Purpose	Meeting 2	
Date	29/04/2021	
Time	4:40pm for site walk, 5:10pm for CCC meeting	
Location	Lindfield Learning Village, 100 Eton Road, Lindfield	
Chairperson	Abigail Goldberg	
Attendees	Community representatives: <ul style="list-style-type: none"> <li>Janet Halliday</li> <li>Jason Wong</li> <li>Lynne Lee</li> </ul>	Project representatives: <ul style="list-style-type: none"> <li>Jim Lewis, Senior Project Director, SINSW</li> <li>Deb Smithers, Business Manager, LLV</li> <li>Louisa Bertino-Clarke, Community Engagement Manager, SINSW</li> </ul> In attendance: Sasha Serrao, Savills, Senior Project Manager Lew Short, Black Ash Fire Consultants
Apologies	Community representatives: <ul style="list-style-type: none"> <li>Guy Beaubois</li> <li>Suzanne Little</li> </ul>	

## Agenda

### Topic

A site walk of the completed school areas commenced at 4:40pm. The walk included classrooms, shared spaces, theatres, workshops, kitchens and laboratories.

As Mr Lew Short of Black Ash Fire Consultants joined the site walk, reference was also made to fire prevention features including fire shutters, smoke alarms, APZs and fire truck routes.

The meeting followed at 5:10pm.

### 1. Welcome, apologies and confirmation of minutes from previous meeting

The Chair welcomed participants, advised apologies and noted that as no comments had been received in response to the previous minutes, these will be finalised.

### 2. Declaration of interests

The Chair invited a declaration of interests, but no interests were required to be declared.

### 3. Project update:

Mr Lewis provided an update on project progress, noting that the project was proceeding ahead of forecast and would be delivered early.

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Mr Lewis advised that some sections of the school were being repurposed as work proceeded, for example the Aurora College is being accommodated in an area where temporary classrooms had previously been located.

The Aurora College was explained to be a specialist distance learning facility that provides support for gifted students in remote and regional locations. Approximately 20 teachers will be housed at the facility, which is wholly separate from the Lindfield Learning Village school.

Mr Lewis noted that SINSW footpath and pedestrian upgrades had been completed, but that further work was being discussed with Council, for example in relation to re-establishing pedestrian crossings.

Mr Lewis advised that some roadwork was still to take place on the Pacific Highway, at the corner of Grosvenor Road, in order to better manage traffic.

Further noted that the school's Travel Coordinator was already in place, and that the school's Green Travel Plan was being activated to encourage travel to and from the school utilising modes other than private cars, and encourage public transport and active transport including walking and bikes.

Mr Lewis pointed out that discussions were underway with Transport for NSW to increase and improve bus services to the school. In the meantime, SINSW has provided an additional school bus.

Community members expressed concern regarding traffic impacts once the school reached full capacity. A shortage of parking for parents dropping off younger children was also pointed out.

**Action:** *Agreed that the focus of the next meeting would be **traffic matters**. SINSW will assist in inviting both Councils to attend the meeting to discuss traffic planning strategies. The school Traffic Coordinator will also be invited to join the meeting.*

*A date for this meeting will be advised once external participants are secured.*

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#### **4. Discussion: Fire safety handling (Lew Short, Black Ash)**

Mr Short presented his credentials, noting that he had worked at Ku Ring-gai Council, and the RFS prior to moving to a consultancy role.

Mr Short noted that fire safety planning, handling and management plans at the school are considered to be '*best of breed*'. He pointed out that the brutalist design of the school has made it an effective 'bunker'.

Moreover that the foundations for safe fire management were all in place and meeting or exceeding fire code standards, including:

- Extensive fire modelling
- Roads widened to accommodate fire trucks, and new roads introduced for fire management purposes
- Shutters provided on all windows
- Fire and smoke doors provided
- Roof stripped back and re-done to improve flame resistance
- APZs prepared and trees removed where required
- Areas of landscaping in the vicinity of the school that may be vulnerable to spot fires addressed
- Refuge in place locations identified and prepared
- Detailed fire management plan in place.

It was noted that the school Principal and executive team have latitude to seek closure of the school in situations where they consider fire to be a threat. Participants were advised that the shelter-in-place strategy would be a last, rather than first, choice.

Community members queried the powers of the police and RFS in fire situations. Mr Short advised that these powers are comprehensive and stringently applied.

It was also queried whether the school would be patrolled after hours. In this regard, SINSW advised that while the school was currently patrolled as it is considered in part to be a

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construction site at least in part, it will not be actively patrolled once complete. Nevertheless, cameras, sensors and alarms will be in place for early warning of any issues. These systems would be monitored remotely from School Security facilities.

Community members requested copies of the maps indicating APZs and the like as tabled by Mr Short.

**Action:** SINSW to seek clearance for release of maps. If clearance is obtained, the Chair will attach the maps to the Draft Minutes and distribute.

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## 5. Other business

Ms Serrao pointed out that in order for the school building to be certified for fire safety purposes, maintenance of APZs, landscaping and the like would need to be undertaken, and the areas themselves certified, by 1 October each year at the surrounding residential locations including Crimson Hill and Dunstan Grove. This timing is prior to the start of the bushfire season

**Action:** Community members to note requirements for fire certification by 1 October each year.

It was reiterated that the date of the next meeting will be advised by the Chair once Council traffic participants have been secured.

The meeting closed at 6:10pm

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# Minutes

## Lindfield Learning Village CCC

Purpose	Meeting 3	
Date	26/08/2021	
Time	5:00pm	
Location	Online	
Chairperson	Abigail Goldberg	
Attendees	<b>Community representatives:</b> <ul style="list-style-type: none"> <li>Janet Halliday (<i>part – technical problems</i>)</li> <li>Jason Wong</li> <li>Lynne Lee</li> <li>Guy Beaubois</li> <li>Suzanne Little</li> </ul>	<b>Project representatives:</b> <ul style="list-style-type: none"> <li>Jim Lewis, Senior Project Director, SINSW</li> <li>Deb Smithers, Business Manager, LLV</li> <li>Kate Burgess, Community Engagement Manager, SINSW</li> <li>Amy Gregg, LLV Travel Coordinator</li> </ul> <b>In attendance:</b> <ul style="list-style-type: none"> <li>Sasha Serrao, Savills, Senior Project Manager</li> <li>Lincoln Lawler, SINSW Principal Development Planner</li> <li>Joseph Piccoli, Ku-ring-gai Council Strategic Transport Engineer</li> <li>Andrew Gillies, Willoughby Council Strategic Transport Planner</li> </ul>
Apologies	<ul style="list-style-type: none"> <li>Rebecca Lehman, SINSW Sustainable Transport Technical Advisor</li> </ul>	

## Agenda

Topic
<p><b>1. Welcome, apologies and confirmation of minutes from previous meeting</b></p> <p>The Chair welcomed participants, advised apologies and noted that as no comments had been received in response to the previous minutes, these are able to be considered final.</p>
<p><b>2. Declaration of interests</b></p> <p>The Chair invited a declaration of interests, but no interests were required to be declared.</p>
<p><b>3. Project update</b></p> <p>Ms Serrao provided an update on project progress, noting that the project has been slightly delayed due to COVID restrictions affecting access to construction sites. The project team is however now gradually returning to site, and the following initiatives have progressed:</p> <ul style="list-style-type: none"> <li>The design for the upgrade and extension of the right-hand turn from the Pacific Highway onto Grosvenor Road is currently being developed.</li> </ul>

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- Two new pedestrian crossings have been completed. Lighting will be installed in due course.
  - Final commissioning of building H&M is underway with anticipated practical completion in September.

Mr Lewis advised that the Aurora College, a specialist distance learning facility that provides support for gifted students in remote and regional locations online, was moved on-site prior to the lockdown commencing.

Operationally, Ms Smithers advised that the school was currently working on an online basis, with approximately 10 students only on site.

*The following matters were discussed:*

- Members queried plans regarding landscaping of the APZ area outside the school boundary, noting concerns regarding interface planting in particular.
- The project team advised that re-planting is planned as well as the installation of core logs for sediment and erosion control. Progress has however been delayed due to COVID restrictions limiting contractors being on site.

**Action:** Discussion at the next meeting will focus on landscape planning. In the interim, please be advised that the Stage 2 landscaping plans are a public facing document (A24 – Notice of determination 2t) located on the project website, link below:

<https://www.schoolinfrastructure.nsw.gov.au/projects//lindfield-learning-village-stage-2.html#category-reports>

Original landscape documents, approved under the SSDA, are also located on the website however these drawings have been superseded as a result of detailed design development and multi discipline requirements, including bushfire regulations.

With regard to Stage 1 plans (in particular in relation to Dunstan Grove) landscaping detail is provided in the attached plan.

**Post meeting note:** Ms Serrao confirmed that additional sediment control in the APZ area outside the school boundary was completed on 13 August 2021.

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#### 4. Discussion: School Transport Plan

Ms Gregg presented a slide deck (attached) explaining the role of the travel coordinator and progress to date, noting:

- She has been working with the school since January this year, primarily encouraging active travel and public transport use.
- A travel plan has been developed that sets mode share targets for, and monitors usage of transport modes, including:
  - Walk / cycle / scoot
  - Bus
  - Car
- A Transport Working Group has been established that includes representatives from Transport for NSW (TfNSW), SINSW and the Savills project team, Ku-ring-gai and Willoughby Councils. The group is working together proactively to improve accessibility of the school.
- Seeking a school crossing supervisor – application submitted in January 2021 but not yet approved; Ms Gregg is continuing to follow up.
- The pick-up and drop-off site has been moved south of the school to improve safety conditions and displace cars from Eton Road. The impact of the move will be tested once the school re-opens to students.
- Several successful fun initiatives have been held to encourage active transport including Ride to School Day (including discounts from a local bike shop), Walk Safely to School Day (promoting new crossings and including a walking challenge with pedometers provided by TfNSW).
- Ongoing communication with LLV community providing information on and promoting bus travel, travel safety and travel events among other transport-related matters.



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*The following matters were discussed:*

- Leveraging parent community (Friends of the Village) interest to improve bus services.
- Communications with parents regarding bus services in West Chatswood has been patchy to date.
- It was raised at the previous meeting that increased numbers of parents were parking around the school area and Oval at pick-up time. The project team noted that the new drop-off and pick-up location is intended to alleviate this, however it has not yet been tested due to lockdown.
- Support of transport for students with a disability: the project team advised that disabled access parking spaces have been made available opposite the turning loop.

**Action:** *The parent community is encouraged to be in contact with Ms Gregg (Amy.Gregg@mottmac.com), and to proactively support active transport initiatives as well as improvement of bus services.*

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## **5. Discussion: Traffic Planning for the Peninsula**

Mr Piccoli of Ku-ring-gai Council advised:

- Draft designs have been procured for lighting of pedestrian crossings. Next steps are for Council to submit a lighting application to AusGrid, then to engage an appropriate contractor. Hopes to see installation in the coming months
- Once bus services pick up, hoping to see activity concentrated on the new drop off and pick-up area.

Mr Gillies of Willoughby Council noted Council's renewed emphasis on encouraging active transport to schools. Key support is for bus services to and from Chatswood station. Encourages the school and parent community to lead lobbying in this regard, noting that Council will support bus-related initiatives in particular.

*The following matters were discussed:*

Status of the pedestrian crossing from Eton Road just north of the intersection with Shout Ridge, which appears dark at night.

Mr Piccoli undertook to investigate the crossing and advised subsequent to the meeting that he had created an internal request to review the existing street light over the pedestrian crossing. The reference number for the request is RMRD21/02921.

**Action:** *Both Council traffic planners provided their contact details in order to assist with traffic and transport related matters where possible, noting however that Ms Gregg as the school travel coordinator should be first point of contact:*

- Joseph Piccoli, Ku-ring-gai Council Strategic Transport Engineer:  
piccoli@kmc.nsw.gov.au
- Andrew Gillies, Willoughby Council Strategic Transport Planner:  
Andrew.Gillies@Willoughby.nsw.gov.au

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## **6. Other business**

No other business was raised.

### **Next meeting**

The next meeting will be **online at 5pm on 25 November 2021**. CCC members requested that discussion at this meeting address the landscape planning for the school, with a focus on the interface planting between the school and neighbouring areas.

The meeting closed at 6:00pm

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# Minutes

## Lindfield Learning Village CCC

Purpose	Meeting 4	
Date	25/11/2021	
Time	5:00pm - 6:00pm	
Location	Online	
Chairperson	Abigail Goldberg (independent)	
Attendees	<b>Community representatives:</b> <ul style="list-style-type: none"> <li>Janet Halliday</li> <li>Jason Wong</li> <li>Suzanne Little</li> <li>Lynne Lee (from 5:30pm)</li> </ul>	<b>Project representatives:</b> <ul style="list-style-type: none"> <li>Jim Lewis, Senior Project Director, SINSW</li> <li>Deb Smithers, Business Manager, LLV</li> <li>Kate Burgess, Community Engagement Manager, SINSW</li> </ul> <b>In attendance:</b> <ul style="list-style-type: none"> <li>Penny Blunden, Savills, Senior Project Managers</li> <li>Lew Short, Blackash - Bushfire Consultant</li> <li>Craig Stephen, NBRS - Architect</li> <li>Sifie Liu, NBRS - Landscape Architect</li> </ul>
Apologies	<ul style="list-style-type: none"> <li>None</li> </ul>	

## Agenda

### Topic

#### 1. Welcome and apologies

The Chair welcomed participants and noted apologies.

#### 2. Confirmation of minutes from previous meeting

As no comments had been received in response to the previous minutes, these were noted as final.

#### 3. Actions from previous meeting:

- Lighting of the pedestrian crossing from Eton Road just north of the intersection with Shout Ridge (action for Ku-ring-gai Council, reference number RMRD21/02921).  
**Action carried over:** *agreed that Savills would follow up at the next meeting with Council. Update to be provided to February meeting.*
- School landscaping plan (actioned: for discussion at this meeting).

#### 4. Declaration of interests

The Chair invited a declaration of interests, but no interests were required to be declared.

#### 5. Project update

Ms Blunden provided an update on project progress, advising that the project construction has been completed and the site handed back to the school and SINSW. Completion was achieved ahead of schedule.

The following tasks remain ongoing:

- A Modification Application is presently waiting on determination by the Department of Planning Industry and Environment. This Mod relates to screening of the rooftop air conditioning units.
- Implementation of the Pacific Highway upgrade – specifically delivery of an additional lane that is required to serve school related traffic.

*The following matters were discussed:*

- Noise emanating from the air conditioning units and whether this had been checked for compliance with noise requirements. Savills advised that testing had been undertaken in August 2021, including in relation to sensitive receivers, and the units were found to be compliant.
- Participants sought additional information regarding:
  - Where testing had been undertaken
  - Whether frequency (drone) had been tested in addition to noise (db).
  - The time that the air conditioning units operated, noting that they currently switch on at 6am.
  - When screening would be installed and whether this was acoustic screening or visual screening or both. In this regard, Savills noted that the installation of the screening was related to the approval of the Mod mentioned above. Further that the screens would be primarily visual.

**Action:** Savills, SINSW and school Business Manager to provide a response to matters raised above in relation to noise concerns.

#### 6. Discussion: Landscaping

Consultants from NBRS and Blackash provided a high level overview of landscaping for stage 2 of the project, focusing on the location of APZs.

*The following matters were discussed:*

- Landscaping at interface locations between the school and Dunstan Grove. In this regard, it was noted that the area is within the Inner Protection Zone, moreover that this area has only recently been handed back to the school, having been part of the construction site. Follow-up actions in this regard are recorded below.
- Potential to rehabilitate the creek which borders the school property and land owned by Dunstan Grove. Follow-up actions in this regard are recorded below.

**Action:** Savills and SINSW to:

- Clarify the boundaries in question and confirm who has responsibility in the locations identified.
- Arrange a site walk including CCC representatives, LLV school and relevant consultants to establish the status of current landscaping, and to ascertain what may be possible within the APZ & Inner Protection Zone areas to improve the appearance and environmental performance of the landscaping.

## 7. Other business

Participants asked :

- Whether designated school buses would operate in 2022. Savills advised that TfNSW no longer provide dedicated school buses however discussion on additional shared school and public services is still under discussion with TfNSW.
- How many students were anticipated to be onsite. The school Business Manager advised that numbers were presently estimated as 700, however this may vary should more children move into the area. She indicated that it was forecast that school numbers would increase by approximately 200 students each year going forward until maximum approved numbers are met.

The meeting schedule for 2022 was noted as:

- Thursday, 24 February 2022
- Thursday, 28 April 2022
- Thursday, 25 August 2022
- Thursday, 24 November 2022

It is hoped that meetings can return to in-person, on-site meetings from 2022. Agreed that the February meeting would focus on an update of matters discussed to date, as well as confirmation of any Conditions of Approval that are still required to be addressed.

The Chair thanked members for their interest. The meeting closed at 6:00pm.

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