

LINDFIELD LEARNING VILLAGE COMMUNITY CONSULTATION COMMITTEE

Annual Report 2022

Community Consultative Committee Details

CCC / Project name:	Lindfield Learning Village	Reporting period:	2022
Independent Chairperson:	Abigail Goldberg	Proponent contact:	Jim Lewis, Project Director, SINSW

1. Executive Summary

The purpose of a Community Consultation Committee (CCC) is to provide an independent forum for consultation between the community and representatives of major, state significant projects.

The Lindfield Learning Village CCC commenced meetings in 2021. 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 Guidelines: State Significant Projects (January 2019). The CCC must begin to exercise functions in accordance with such Guidelines 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

By April 2022, when all phases of the project were complete, and the Schools Infrastructure NSW (SINSW) project team had left the site, it was noted that no new key issues had been identified in the final Phases 2 and 3 that would have the potential to cause major economic, social or environmental impacts. As such, the Department of Planning and Environment reconsidered the three year mandatory timeline for the Operations CCC in accordance with Condition D36, and agreed that the CCC could cease operations after 28 April 2022.

Accordingly, the meeting of 28 April 2022 was the final meeting of the CCC.

2. CCC activities in 2022

- Two meetings of the CCC were held in the reporting period, viz:
 - Meeting 5: 24 February 2022 (online due to Covid-19 precautions)
 - Meeting 6: 28 April 2022 (final meeting, online).
- Attendance at meetings:
 - Members have been diligent in attending as many meetings as possible, despite some technical difficulties following the transition to an online format.

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- Site visits:
 - Site visits have not been required in 2022, however a site walk has been undertaken with representative Members in relation to specific landscaping issues.
- 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
Issue 1: Parking for Out-Of-School-Hours Care (OOSH) centre	SINSW and Traffic Coordinator provided an update at Meeting 6.	Contact details provided for Traffic Coordinator going forward
Issue 2: APZ fire safety management	SINSW advised at Meeting 6 that their Property team are investigating a transfer or lease arrangement in relation to the community title land to ensure integrity in the maintenance of the APZ.	CCC members to be kept updated on progress by SINSW
Issue 3: Landscaping interface between SINSW and Dunstan Grove	SINSW presented preliminary landscaping plans at Meeting 6. The school advised that a process has been commenced to engage landscapers to assist from September, when the school takes over maintenance.	Community members Janet Halliday and Suzanne Little are to be kept updated by SINSW regarding APZ and landscaping matters.
Issue 4: School transport matters, including in relation to safety at pedestrian crossings	SINSW and Traffic Coordinator provided an update at Meeting 6.	Community members were provided with contact details for the Traffic Coordinator. Traffic Coordinator to engage with P&C, and provide an update presentation for them as put forward to the CCC. All community members are to be kept updated regarding school transport planning, and the outcome of safety investigations.

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Issue 4: Contacts going forward	To close off the CCC, contact details were provided for the school and SINSW going forward.	Noted that liaison with the community would be on an as-needs, issue-basis going forward rather than scheduled meetings.
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Minutes for each meeting are attached at **Appendix 2**. Sincere thanks were conveyed to members at the final meeting, noting that they have given up their own time to be proactive participants of the CCC, to the benefit of the project and its local context overall.

Signature of Chair:	
Date:	9 May 2022

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CONSULTATION COMMITTEE**
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Appendix 2:

Meeting Minutes for 2022 reporting period

Minutes

Lindfield Learning Village CCC

Purpose	Meeting 5
Date	24/02/2022
Time	5:00pm - 5:58pm
Location	Online
Chairperson	Abigail Godberg (Independent)
Attendees	<p>Community representatives:</p> <ul style="list-style-type: none"> [REDACTED] [REDACTED] [REDACTED] [REDACTED] <p>Project representatives:</p> <ul style="list-style-type: none"> Jim Lewis, Senior Project Director, SINSW Deb Smthers, Business Manager, LLV Kate Burgess, Community Engagement Manager, SINSW <p>In attendance:</p> <ul style="list-style-type: none"> Sasha Serrao, Savills, Senior Project Manager
Apologies	<ul style="list-style-type: none"> None

Agenda

Topic

1. Welcome and apologies

The Chair welcomed participants and noted no apologies.

The Chair confirmed that the LLV CCC Annual Report was provided to the Department of Planning and Environment in January 2022 as required. The document was provided to CCC members inter-session.

Confirmation of minutes from previous meeting

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

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). Noted that this matter had been actioned and may now be considered to be closed.
- School landscaping plan (actioned at previous meeting: update below).
- Noise concerns resulting from air conditioning units on the roof of the school (discussed at preceding meeting). Noted that the Mod application for acoustic and visual screening of the rooftop air conditioning units has been approved and works will be undertaken in the April school holiday.

Action: Community members asked to sight the acoustic testing report so as to clarify the type of acoustic testing that was undertaken. SINSW to provide if possible.

Post Meeting Note: The attached memorandum, completed by White Noise Acoustics 11 October 2021, outlines the results of the onsite acoustic compliance survey of the mechanical rooftop plant installed within Stage 2 of the Lindfield Learning Village. The Memorandum concludes that based on the results of the noise testing the operation of the mechanical plant and equipment is compliant with the projects Conditions of Consent and also compliant with the noise emission requirements of the NSW EPA's Noise Policy for Industry 2017. In addition to the report the acoustic consultant noted that any noise resulting from tonal noise caused by the operation of the equipment were found to be within the acceptable requirements of the Conditions of Consent and the EPA's NPfI. Furthermore, tonal testing of noise the noise character of noise is not required to be included in compliance testing - providing assessment of tonality and repetitive noise is included in the assessment of noise emission, which has been included in the compliance testing undertaken by White Noise Acoustics.

A Modification application to relocate the rooftop plan and install a screen for additional acoustic and visual properties has been approved with works scheduled to commence in the April school holiday. Following this work the acoustic consultant will retest the noise emissions for compliance and this report will be made available to the CCC.

2. Declaration of interests

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

3. Project and operational update

Ms Serrao provided an update on project progress, confirming that the all phases of the school construction were now complete, with ongoing work related to:

- Defect rectification and minor modifications.
- Implementation of the Pacific Highway upgrade – specifically delivery of an additional lane that is required to serve school related traffic. This work is scheduled to start Q2 , and proceed for three months, largely at night so as not to disrupt daytime traffic. Community representatives expressed thanks for this matter being actioned.

Ms Smithers noted that from an operational point of view, student enrolments were now 719, although actual numbers in attendance were fluctuating due to Covid affecting children and families.

The following matters were discussed:

- Safety for children and pedestrians at pedestrian crossings and in locations where parents drop-off and pick-up. This matter is of significant concern for the school parent group as well as for community representatives.

Ms Smithers noted that the school was aware of the problem and was implementing the Green Travel Plan to attempt to reduce vehicle traffic, but that there had been problems with buses as well as obtaining TfNSW resourcing for a 'Lollipop person' to assist with managing traffic safely.

In addition, the SINSW Traffic Coordinator continues to be in place to assist with traffic matters.

Action: The matter to be included on the agenda for the next meeting. Updates to be provided for CCC members inter-session when possible. Traffic Coordinator to be invited to the next CCC meeting.

- Ms Smithers noted that additional public buses were now serving the site, however the areas of Chatswood, West Pymble and Lane Cove remain under-served. This is of some concern to the school parent community.

Action: Update as above and Traffic Coordinator to be invited to the next CCC meeting.

- Role of the CCC going forward as construction was now complete. The Chair observed that the CCC is a Condition of Approval which is worded as follows:

Topic

"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."

Also noted that the CCC is the first of its kind for this sort of major project, and is unusual in that there are no Conditions of Approval regarding which it is required to have input or oversight.

Action: Role of the CCC going forward to be discussed at a future meeting.

4. Discussion:

Update on parking for Out-Of-School -Hours Care (OOSH) centre (matter raised by Dunstan Grove Chairperson, 2 February 2022)

- Mr Lewis noted that the matter remained under investigation in relation to the project's SSD conditions. Mr Lewis also noted that they are in the process of re-engaging a traffic consultant to investigate the problem and propose solutions. Community and parent group representatives highlighted their strong ongoing concern regarding safe access to the OOSH, and the importance of this matter being resolved urgently.

Action: The matter to be included on the agenda for the next meeting. Updates to be provided for CCC members inter-session when possible. Traffic Coordinator to be invited to the next CCC meeting.

Updates on issues raised in 2021 reporting period:

- Fire safety handling, including APZ maintenance: Mr Lewis noted that the APZ area belonging to Crimson Hill had been cleared and regularized by SINSW. Going forward, the responsibility for maintenance would be that of Crimson Hill community group.

Action: Correspondence from SINSW to be sent to Crimson Hill community group, cc Dunstan Grove strata committee.

Post Meeting Note: A letter was issued to Denise Greene, Strata Plus on behalf of Crimson Hill Community Association Re: Management of Dunstan Grove Asset Protection Zone (APZ) dated 25th February 2022 (attached).

- Landscaping: a site walk had been undertaken with SINSW, community representatives and consultants to view the interface between the school and Dunstan Grove. Actions items under review by SINSW regarding landscaping were identified at that meeting.
- CCC members were reminded about Section 5 of the CCC Guidelines, which note that documentation related to the CCC is required to be made public access.

5. Other business

██████ noted that he was stepping down from the role of President of the P&C but that he wished to remain a member of the CCC. The Chair welcomed ██████ ongoing participation and noted that the incoming President should submit an EOI should they also wish to join the CCC, which would also be welcome.

The forward meeting schedule for 2022 was noted as:

- 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 April. The Chair thanked members for their interest. The meeting closed at 5:58pm.

Minutes

Lindfield Learning Village CCC

Purpose	Meeting 6 (FINAL MEETING)	
Date	28/04/2022	
Time	5:00pm - 6:01pm	
Location	Online	
Chairperson	Abigail Goldberg (Independent)	
Attendees	Community representatives: <ul style="list-style-type: none"> ██████████ ██████████ ██████████ 	Project representatives: <ul style="list-style-type: none"> Jim Lewis, Senior Project Director, SINSW Deb Smithers, Business Manager, LLV Kate Burgess, Community Engagement Manager, SINSW In attendance: <ul style="list-style-type: none"> Matthew Richardson, Savis Dan e e Bahra, Mott MacDonald (LLV Travel Coordinator)
Apologies	<ul style="list-style-type: none"> ██████████ 	

Agenda

Topic

1. Welcome and apologies

The Chair welcomed participants and noted apologies.

The Chair confirmed that this would be the final meeting of the LLV CCC, as advised inter-session, subsequent to advice received from the Department of Planning and Environment (DPE).

Confirmation of minutes from previous meeting

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

Closing-off of actions from previous meetings

Parking for out-of-hours care centre (OSCH) – SINSW advised that they were preparing to make a submission to DPE seeking to utilise the upper and lower car parks for OSCH car parking, to facilitate drop off and pick up, walking and collecting children from the OSCH, which is further down Dunstan Grove. This may require a Modification Application to DPE regarding use of the car park.

In addition:

- The school has sent an email to parents regarding what is considered appropriate use of the carpark

Topic

- Ms Smithers noted that the boom gates will stay up until 7pm, when the cleaners leave

CCC members sought to clarify why the pick-up arrangements require parents to enter the school via Pedestrian Gate 16. Ms Smithers noted that the OSCH does not have a single pick-up time, and that parents are required to physically collect their children.

Action: Community members are to be kept updated by SINSW regarding changes to OSCH pick-up arrangements.

- Asset Protect Zone (APZ) Fire Safety Management including community title land transfer - SINSW advised that their Property team are investigating a transfer or lease arrangement in relation to the community title land to ensure integrity in the maintenance of the APZ.

Action: Community members are to be kept updated by SINSW regarding APZ matters.

- Landscaping interface between SINSW and Dunstan Grove -
 - SINSW presented preliminary plans for the landscaping interface.
 - CCC members (representatives of Dunstan Grove) noted that the area is highly visible for local residents and that embellishment would be welcomed.
 - CCC members asked whether they would have an opportunity to provide comment on the landscaping plans considering their local knowledge and experience. SINSW advised that landscape plans would be provided for feedback in May.
 - CCC members questioned maintenance of the gardens going forward. Members noted that the garden area beneath the overhead bridge had been landscaped as part of Phase 1, but has not been maintained since.
 - Ms Smithers advised that she has commenced a process for engaging landscapers who will assist from September, when the school takes over maintenance from SINSW.

Action: Community members [REDACTED] and [REDACTED] are to be kept updated by SINSW regarding APZ and landscaping matters.

- School transport planning going forward – SINSW introduced Danielle Bahra (DB), who has replaced Amy Gregg as the LLV Travel Coordinator. Ms Bahra has been appointed for one year in the first instance, and will be the key contact going forward. She provided a presentation regarding mode share targets and how these are being met so far.
 - Ms Smithers noted that the number of parents driving has increased in response to Covid restrictions, but that this pattern will hopefully be reversed as restrictions are lifted. Also noted that parents tend to drive more when the weather is rainy.
 - CCC members queried bus provision. SINSW noted that one of their lessons learned from this project is that bus planning is a long process and bringing new services on board is particularly challenging. Equally challenging has been getting a pedestrian supervisor on board.
 - CCC members advised that there were ongoing safety concerns in relation to school drop-off and pick-up, including at pedestrian crossings. SINSW advised that this matter remains under investigation, and that solutions are being considered.

Action: Community members to note Ms Bahra's contact details as follows: danielle.bahra@mottmac.com. Ms Bahra to engage with P&C, and provide an update presentation as put forward to the CCC.

All community members are to be kept updated regarding school transport planning, and the outcome of safety investigations.

2. Declaration of interests

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

3. Project update:

SINSW advised that in relation to the rooftop modification, work had been undertaken during the school holidays, including the provision of visual and acoustic screening of rooftop plant and equipment.

Action: Community members [REDACTED] and [REDACTED] asked to be kept updated by SINSW regarding acoustic monitoring.

SINSW advised further that kerb-side barriers were to be upgraded at the bus drop-off zone in the next school holidays

Implementation of the Pacific Highway upgrade – approval is expected imminently regarding delivery of an additional lane on the Highway that is required to serve school related traffic. This work is scheduled to start in May and proceed for three months largely at night so as not to disrupt daytime traffic.

4. Discussion:

Contacts going forward:

- Contact going forward should be via the school email in the first instance: Lindfieldlearningvillage@det.nsw.edu.au. Messages from this email are transmitted to Ms Smithers or the School Principal, depending on the issue.
- Noted that liaison with the community would be on an as-needs, issue-basis going forward rather than scheduled meetings.
- Jim Lewis (Jim.lewis3@det.nsw.edu.au) will remain contactable to assist if needed although he will no longer be on-site, and is likely to be assigned to other projects.

5. Other business

Thanks were expressed for the support of the community in this process, noting that participants were all volunteers and that meetings have taken place out of work hours.

The Chair also observed that both the School and SINSW had been laudable in their responsive and cooperative approach to working with the community.

Community members commented that the process had been beneficial for them.