



## Minutes

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|--------------------------|--|
| <b>Client:</b>           | Schools Infrastructure                                       |
| <b>Project:</b>          | North Sydney PS Upgrade – Briefing with North Sydney Council |
| <b>Meeting date:</b>     | 17 August 2021   |
| <b>Meeting location:</b> | Microsoft Teams  |
| <b>Meeting title:</b>    | Weekly Meeting   |

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## Attendees

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|                   |  |    |
|-------------------|--|----|
| David Lewis       | Statutory Planner, SINSW                     | DL |
| Alfred Jury       | Project Director, SINSW                      | AJ |
| Jeremy Farrington | Senior Project Director, SINSW               | JF |
| Gavin McConnell   | North Sydney Council                         | GM |
| Olivia Page       | Senior Project Planner, City Plan            | OP |
| John Ward         | Director, Fulton Trotter                     | JW |
| Tarini Pathak     | Project Manager, Turner & Townsend           | TP |
| Stephanie Leaper  | Assistant Project Manager, Turner & Townsend | SL |

# Minutes

| Discussion topic   | Action |
|--|--------|
| <b>1 Project Update</b>  |        |
| 1.1 JW presented a draft SSDA pack that was dated 16 August `21, for North Sydney's information and initial feedback.  |        |
| 1.2 <i>General comments/ queries</i>   |        |
| 1.2.1 A SSDA is required to be submitted for this project, as the value of the project exceeds \$20M. Justification for a SSDA will be included in the submitted EIS for the Project as to why the project triggers this approval pathway. OP notes information in relation to new parking restrictions and drop off zones will also be outlined.  | Note   |
| 1.2.2 Traffic strategy so far is progressing positively. The strategy has been presented to the Transport Working Group for review which consists of members of TfNSW, RMS and North Sydney Council.   | Note   |
| 1.2.3 GM notes the potential for a physical balustrade on along the curb across from the new Bay Road entrance location, noting concern from RMS for approval of proposed gate in relation to the safety. JM notes discussion and development will be had in safety and design workshop to discuss issue further.  | Note   |
| 1.2.4 TP noted the difficulty around the access for construction in relation to the Heritage fence running along Bay Road and Pacific Highway, and notes that the project team may request an exclusion zone along Bay Rd during periods of the construction programme to assist with delivery of materials and resources to site. The project team will tie this in with the school holidays to ensure limited disruption to traffic on Bay Rd. | Note   |
| 1.2.5 GM notes approval for Traffic Management Plans can take 6 weeks and Michaela Kemp should be briefed on the proposed actions to have methodology approved by North Sydney Council Traffic Committee   |        |
| 1.2.6 GM notes that the project team could consider removal of a section of Heritage fence line to achieve ease of access to proposed building locations. A thorough proposal is key in obtaining approval for the removal and replacement of specified section.   | Note   |
| 1.2.7 GM proposed facilitation of obtaining feedback from the North Sydney Council's Heritage Team to avoid objections to proposal later in the program. GM notes feedback from heritage consultants internally can take a minimum of 2-3 weeks.   | Note   |
| 1.2.8 GM notes that the project is progressing in a considered and reasonable manner. GM notes that Michaela Kemp is key personnel that should be kept up to date with information regarding traffic and associated council approvals.   | Note   |

# Minutes

| Discussion topic |  | Action |
|------------------|--|--------|
| <b>2</b>         | <b>Next Steps</b>  |        |
| 2.1              | The project team envisages submitting the SSDA by early September to DPIE for approval.  | Note   |
| 2.2              | The project team will review internally North Sydney's council to provide initial feedback on the SSDA and provide a response to Gavin in the next week. | TP     |
| <b>3</b>         | <b>Any Other Business</b>  |        |
| 3.1              | Nil to report.   |        |

# GOVERNMENT ARCHITECT NEW SOUTH WALES

25 August, 2021

Alfred Jury  
Senior Project Director  
School Infrastructure NSW

Alfred.Jury3@det.nsw.edu.au

**PROJECT: North Sydney Public School Upgrade  
State Design Review Panel (SDRP) Session 1**

Dear Alfred,

Thank you for the opportunity to review the above project. Please find below a summary of advice and recommendations arising from the design review session held on Wednesday the 4th August 2021.

The North Sydney Public School Upgrade is a significant opportunity to improve the pedagogical opportunities for the School, and to further connect the School with the community. The following elements of the design were supported:

- Targeting 4-star Green Star standard
- The proposal's contextual response for its site planning, specifically:
  - Retention of the River, McHatton and Pacific buildings to retain the existing courtyard and central 'heart' of the campus
  - The approach to siting the new buildings relative to site's topography. Noting the intent to balance good public access and challenging height transitions with efficiencies in benching (e.g. excavated levels) of the site
  - The intent of the new buildings to establish a strong relationship with the existing heritage context through detailing and architectural expression
  - The intent for the Bay St entry to optimise connections for community, including supporting after-hours community access to the Hall
  - Aligning the Bay Street entry with the central axis created by River, McHatton and Pacific buildings

The following commentary provides advice and recommendations for the project:

## Connecting with Country

1. The ambition for adopting Connecting with Country into the project, is acknowledged. It was noted that outcomes from the current consultation are limited by a lack of clarity in various matters, notwithstanding this limitation and the tight project timeframes, the following observations and recommendations are made:
  - a. The consultation process is yet to meaningfully inform the design (as presented), as such Connecting with Country is not yet successfully embedded into the project.

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- b. Regarding the above, ongoing consultation for the duration of the project is recommended, to identify and develop opportunities for Connecting with Country in an integrated manner (noting this may include spatial, programmatic or economic opportunities).
  - c. Consider diversity within the consultation process to address the limitations identified above; extending consultation to include a range of Knowledge-holders and/or diversity of expertise (e.g an Aboriginal artist or landscape/bio-diversity expert with strong local or community connections).
- 2. The proposed Yarning Circle has been raised out of session and the following recommendation is made - Yarning Circles have a specific function and purpose within Indigenous culture. Any further development of this idea should be informed by consultation with traditional custodians and the local Aboriginal community to ensure the approach is meaningful and its role can be successfully integrated into the School's pedagogy.
- 3. Consider including opportunities for Connecting with Country initiatives into a landscape strategy for the project (refer below for expanded commentary).
- 4. Refer to the draft [Connecting with Country Framework](#) on the GANSW website

#### **Entry and circulation**

- 5. The design of the entry ramp on Bay Street does not meet the needs of the varied user groups including people with prams, young children with bikes, and people with disabilities. The current approach requires negotiation between the many different user groups in a narrow ramp. This mixed-use approach is not supported in its present form. Address the Bay Street entry ramp in the next SDRP.
- 6. Further design development of the Bay Street entry (and its connection to adjacent buildings) is required to optimise public accessibility and amenity, including but not limited to:
  - a. Creating a welcoming entry for both public and students
  - b. Ensuring barrier free access
  - c. Prioritising functionality
  - d. Creating an appropriate civic stature
  - e. Supporting accessibility for all users.
- 7. Further clarification of the appropriate size and scale of the space between the two new wings is recommended. Explain the capacity and performance of the space through different scenarios: accommodating large school assembly, regular daily use after pick-up times, community or school open day. Illustrate the function of both

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peak and day-to-day scenarios with regards to passive surveillance, capacity, and legibility of pathways and movement.

#### **Site planning and landscape**

8. Landscape presents a range of opportunities to this project that can help produce positive outcomes in relation to Connecting with Country, learning, and ecological performance. Prepare a site-wide landscape strategy that addresses these opportunities and that includes the following:
  - a. Consider the playgrounds and spaces from a children's perspective and with the kind of playful joy that they bring to day-to-day activities. How might the COLA and other spaces enable and celebrate this?
  - b. The educational value of landscape, view it as a classroom which is part of the educational process through play, science etc. Every single landscape space has the ability to contribute to the educational opportunities of students.
  - c. Explore the possibility of re-using timber from trees being removed – noting the sustainable and story-telling advantages of this.

#### **Built form**

9. Courtyard strategy - The retained buildings have a clear design strategy in which they form a perimeter around a coherent central courtyard. The proposed new West Wing does not optimise the courtyard. Notwithstanding site constraints (e.g. tree retention) consider the following moves to improve this:
  - a. Swapping the hall and the library to make the library more legible and creating more space to keep the central courtyard coherent.
  - b. Rotating the hall so its runs lengthways along the perimeter and not into the courtyard.
10. Façade – a successful architectural outcome in a heritage context is dependent on developing a strong relationship between the new buildings and the existing retained brick buildings. The current design and detailing (specifically the configuration of the panels) is inconsistent with the existing built fabric. For this reason, the current approach is not supported. Further design development of the facade is required to ensure a more appropriate contextual fit. Consider the following:
  - a. Running the panelised system together so that the facade is read as a single form with openings.
  - b. Examine alternative materials for the panels/façade to better fit in with the context.

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- c. Examine the way that bricks create human scale from large surface areas and how their detailing and arrangement might inform a better fit.
  - d. The relationship of the new building with both the existing buildings and its suburban context.
11. Roofline - The requirements of DFMA make it difficult for the roof of the new buildings to directly reference the historical hip roofs. However, the current proposed flat roof does not fit well into the existing historical context. Consider alternative architectural expressions for the roof and explore improvements to daylight and cross ventilation.
12. It is recommended the design team be retained through to delivery. In the context of the project's tight timeframes, Design and Construct delivery and critical nature of detailing and use of DFMA in a heritage setting, this will provide increased certainty for good design. Intrinsic to this is the integration and partnership between landscape and architectural expertise to attain place-focused outcomes.

GANSW recommends further review of this project as the design progresses, noting the importance of good design outcomes in the School's sensitive heritage context, and the need to optimise the Bay Street entry and circulation for the benefit of the School and wider community. The issues outlined in this letter are to be addressed at the next SDRP.

Please contact GANSW Design Advisor, Angus Bell ([Angus.Bell@planning.nsw.gov.au](mailto:Angus.Bell@planning.nsw.gov.au)), if you have any queries regarding this advice.

Sincerely



Barbara Schaffer  
Principal Landscape Architect  
GANSW

Distribution:

NSW SDRP Panel members

GANSW Design Advisors

DPIE observer

Fulton Trotter Architects

Taylor Brammer

Turner & Townsend

Tocomwall

School Infrastructure NSW

Barbara Schaffer (Chair), Adam Haddow, Matt Chan,  
Anna Chauvel

Angus Bell

Dimitri Gotsis

John Ward, Alison Sheil

Aaron Lakeman

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Scott Frank

Alfred Jury, Jeremy Farrington

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**SUBJECT**      **Transport Working Group – Meeting 01**

**MEETING DETAILS**

|                   |  |  |
|-------------------|--|--|
| <b>Date</b>       | 22/07/2021   |  |
| <b>Time</b>       | 14:00 to 14:45   |  |
| <b>Location</b>   | MS Teams   |  |
| <b>Purpose</b>    | To form the Transport Working Group and to discuss the transport related elements relating to the proposed upgrades to the North Sydney Public School.   |  |
| <b>Attendance</b> | <ul style="list-style-type: none"> <li>• North Sydney Council <ul style="list-style-type: none"> <li>– Iman Mohammadi (IM)</li> </ul> </li> <li>• TfNSW <ul style="list-style-type: none"> <li>– Pahee Rathan (PR)</li> <li>– Joanna Lau (JL)</li> <li>– Steven Finnan (SF)</li> <li>– Zhaleh Najari Alamouti (ZNA)</li> <li>– Emma Burke (EB)</li> </ul> </li> <li>• SINSW <ul style="list-style-type: none"> <li>– Alfred Jury (AJ)</li> <li>– Rebecca Lehman (RL)</li> </ul> </li> <li>• Sydney Buses <ul style="list-style-type: none"> <li>– Egwin Herbert (EH)</li> </ul> </li> <li>• Turner &amp; Townsend <ul style="list-style-type: none"> <li>– Tarini Pathak (TP)</li> </ul> </li> <li>• Ason Group <ul style="list-style-type: none"> <li>– Dora Choi (DC)</li> <li>– Tanya Chen (TC)</li> </ul> </li> </ul> <p>Apologies</p> <ul style="list-style-type: none"> <li>• North Sydney Council <ul style="list-style-type: none"> <li>– Michaela Kemp (MK)</li> </ul> </li> <li>• TfNSW <ul style="list-style-type: none"> <li>– Sarah McKay (SM)</li> </ul> </li> </ul> |  |

**ACTIONS:**

| Ref: | Proposed Actions   | By    | When       |
|------|--|-------|------------|
| 01   | MK/ IM to review Council's Survey Data and if available, issue tube counts data for McHatton Street and Bay Road to Ason | MK/IM | 30/07/2021 |
| 02   | IM/MK to review the decal installations and provide feedback if they were a Council funded program                       | MK/IM | 30/07/2021 |
| 03   | DC/TC to send existing decal photo's to IM/MK  | DC/TC | 28/07/2021 |
| 04   | DC/TC to issue email to PR to confirm the SIDRA growth rate to be adopted  | DC/TC | 28/07/2021 |
| 05   | SF to confirm if bus route figures can be provided in GIS and to provide if possible.                                    | SF    | 30/07/2021 |
| 06   | TR to circulate power point slides and contacts details to the TWG   | TR    | 30/07/2021 |



## NOTES:

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- 1) RL explained the purpose of the Terms and Reference document, highlighting the confidential nature and that it is yet to be signed but we are assuming that it will be.
- 2) DC provided a project overview and the relevant traffic and transport elements
- 3) DC explained that due to the current Covid -19 restrictions Ason is unable to commission survey data. As such, we have purchased SCATS data for the Pacific Highway/ McLaren Street and Pacific Highway/ Bay Road intersections as well as previous TMC counts at those intersections from April 2018 and September 2017, respectively.
- 4) DC noted that in our discussion with MK on 21/07/2021, MK would check if Council had any previous tube counts for McHatton Street and Bay Road, and if so they would be issued to Ason.
- 5) IM queried the accessibility from the existing Kiss and Ride along McHatton Street to the school. TP acknowledged the existing situation and whilst the project team is not in a position to rectify this situation along McHatton Street, proposes to relocate the main access to Bay Road and create an accessible entrance to/from Bay Road. This will also result in the kiss and ride being partially relocated from McHatton Street to Bay Road, subject to further discussions.
- 6) DC queried EH/SF on the need to increase the length of the existing bus bay to service the existing school bus and if they knew of any current operational issues. EH/SF both indicated that during the school pick-up/drop-off periods access to the bus zone was not an issue. Issues arise outside of these periods when the bus bay is not available and buses arrive for school excursions/ sports etc. IM indicated that if the bus zone length were to increase, there would need to be no net loss to the surrounding car parking, ie loss of pick-up/ drop off spaces (No Parking, 5m P or ¼ P) and not 1P or 2P spaces.
- 7) RL noted that North Sydney Oval could be used as a remote pick-up/drop off zone for buses, with supervised travel between the school and the oval for students.
- 8) DC queried IM on the previous installation of directional pavement decals surrounding the school and if they were a Council funded program. If so, would it be possible to refurbish these decals?
- 9) DC queried PR on the background growth rate to be adopted for the SIDRA modelling. Indicatively a 1% increase should be adopted.
- 10) RL asked SF if the existing bus route figures could be issued to Ason in GIS for analysis. SF to confirm
- 11) RL queried if there were any planned bus routes upgrades for the area. JL indicated that the bus network is not expected to change until the Metro is constructed, which is expected to be in 2024. SF confirmed that there would be limited to no changes to the existing school bus routes.
- 12) DC queried if there was a way to validate the bus usage by students, as Ason had been informed that the bus usage was relatively low. SF indicated that school children rarely tap on and off and hence it is difficult to capture who is using the bus. EH/SF stated a more accurate indication would be to count of the number of students when the bus arrives at the school.
- 13) DC noted that approximately 60 students are transferred by Bus to an off-site Out of School Hours Care (OSHC) facility.
- 14) RL noted that the Preliminary School Travel Plan (STP) should include a campaign to encourage students to tap on and off.
- 15) DC noted that discussions with the deputy school principal indicated very limited active travel focus. RL queried IM if there is a Sustainable Transport Contact within Council who could assist. IM to send over the Sustainable Transport Contact who will be invited to the next Transport Working Group (TWG) meeting.
- 16) DC noted that the school is currently working collaboratively with Council with respect to an off-site OSHC program. Currently the Leisure Centre operates an off-site OSHC facility, with leisure centre staff walking the students between the school and the OSHC facility.
- 17) The next TWG Meeting (02) is to be held on 9 August 2021.

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**SUBJECT**      **Transport Working Group – Meeting 02**

| MEETING DETAILS   |  |
|-------------------|--|
| <b>Date</b>       | 09/08/2021   |
| <b>Time</b>       | 16:00 to 16:45   |
| <b>Location</b>   | MS Teams   |
| <b>Purpose</b>    | To discuss the transport related elements relating to the proposed upgrades to the North Sydney Public School.   |
| <b>Attendance</b> | <ul style="list-style-type: none"> <li>North Sydney Council <ul style="list-style-type: none"> <li>Michaela Kemp (MK)</li> </ul> </li> <li>TfNSW <ul style="list-style-type: none"> <li>Steven Finnan (SF)</li> <li>Zhaleh Najari Alamouti (ZNA)</li> </ul> </li> <li>SINSW <ul style="list-style-type: none"> <li>Alfred Jury (AJ)</li> <li>Rebecca Lehman (RL)</li> </ul> </li> <li>Sydney Buses <ul style="list-style-type: none"> <li>Egwin Herbert (EH)</li> </ul> </li> <li>Turner &amp; Townsend <ul style="list-style-type: none"> <li>Tarini Pathak (TP)</li> </ul> </li> <li>Ason Group <ul style="list-style-type: none"> <li>Dora Choi (DC)</li> <li>Tanya Chen (TC)</li> </ul> </li> </ul> <p>Apologies</p> <ul style="list-style-type: none"> <li>TfNSW <ul style="list-style-type: none"> <li>Pahee Rathan (PR)</li> <li>Joanna Lau (JL)</li> <li>Sarah McKay (SM)</li> </ul> </li> </ul> |

**ACTIONS:**

| Ref: | Proposed Actions  | By    | When       |
|------|---|-------|------------|
| 01   | MK to review Council pedestrian data for McHatton Street. Send over counts is possible                                  | MK    | provided   |
| 02   | DC/TC to circulate Draft TA for comment on the SIDRA assumptions. Comments required to be received prior to 12/08/2021. | DC/TC | 11/08/2021 |
| 03   | SF to provide future bus contact details once known   | SF    |            |
| 04   | ZNA to provide TWG with TfNSW Ops contact   | ZNA   | provided   |
| 05   | RL to circulate Parramatta Council Pedestrian Warrants Assessment Document  | RL    | 11/08/2021 |
| 06   | DC/TC circulate power point slides and meeting minutes.   | DC/TC | 11/08/2021 |

## NOTES:

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- 1) DC provided a project update to the traffic and transport elements, including that Ason had issued Draft TA and PSTP's to the internal project team.
- 2) DC mentioned that the student surveys currently indicate a high proportion of walking as the primary mode of travel, with approximately 25% of students arriving/departing via private vehicle. There was also a very low reliance on bus travel.
- 3) DC noted that the proposal will include a new pedestrian entry and forecourt along Bay Road.
- 4) DC noted that the proposal seeks to modify some of the car parking restrictions along the Bay Road and McHatton Street frontages, to provide a Kiss and Ride (No Parking) area along Bay Road and reduce the length of the Kiss and Ride (No Parking) along McHatton Street. Overall, the provision of Kiss and Ride spaces remains consistent with the current provision. It was noted that any parking signage changes requires approval from Council.
- 5) DC noted that there is currently one on-street accessible space along McHatton Street. As part of the proposal, Ason was looking at what would be required to provide an on-street space along Bay Road. Again, it was acknowledged that any parking restriction changes would require Council approval.
- 6) DC explained that due to the current Covid -19 restrictions Ason is unable to commission survey data. As such, we have purchased SCATS data for the Pacific Highway/ McLaren Street and Pacific Highway/ Bay Road intersections as well as previous TMC counts at those intersections from April 2018 and September 2017, respectively.
- 7) DC noted that we have received email confirmation for PR to adopt a 1% growth rate.
- 8) DC explained that due to the high pedestrian volumes expected in the area, Ason have assumed the following with respect to the pedestrian inputs and therefore seek clarification from Council and TfNSW regarding these assumptions and figures:
  - SCATS does not provide pedestrian volumes and therefore we have adopted 300 pedestrian movements for the 'base case'.
  - A 1% growth factor has been added to analysed scenarios
  - A minimum pedestrian green time of 10 seconds has been adopted (increased from the default 5 second allowance).
  - SIDRA provides an option to optimise the timing. However, the Ason analysis has been reviewed to ensure that the optimisations do not reduce the current pedestrian timings.

NOTE: Any changes to the signal phasing/timing to improve the level of service will require approval from TfNSW.
- 9) RL noted that to assist in providing Ason with the above clarifications, the Draft TA would be shared with Council and TfNSW for comment.
- 10) ZNA noted that any changes to the signal phasing would require consent from the TfNSW Operations Team. ZNA to find out who is the best contact for the Signal Phasing discussion and provide this to the team. This has been provided.
- 11) ZNA noted that any changes due to the re-allocation of Kiss and Ride to Bay Street will need to be incorporated into the SIDRA Analysis. DC noted that the main driver for the new pedestrian access is to provide accessible access. The parking restrictions around the school (Bay Road and McHatton Street frontages) during school pick-up/drop-off times are typically high turnover (Kiss and Ride, 5m P and 1/4P) with pick-up/drop-off already utilising these areas.
- 12) RL queried SF on the bus usage and any feedback. SF mentioned no negative feedback, also noting that within the next 12 to 24 months the entire bus network will be reviewed and therefore any feedback can be reviewed as part of that.
- 13) SF also indicated that the bus network will soon be 'franchised' with private operators to manage the bus network on behalf of TfNSW.
- 14) RL noted that the STP, as a live document, will need to be updated with the new bus contact once received.

- 15) MK noted that the previously installed pavement markings were installed as part of a one off Council run program. There might be future opportunities for Council to refresh these markings, however it will be dependent on future Council funding and opportunities.
- 16) DC queried MK if she is aware of any Council pedestrian upgrades or crossing for McHatton Street. MK mentioned that Council have previously reviewed the pedestrian warrants (prior to 2020) and at that time, the pedestrian numbers did not meet the warrants. DC and RL mentioned that revised pedestrian warrants were introduced in March 2021, and thus the warrants may be met. 2015 pedestrian counts received from Council.
- 17) RL mentioned that Parramatta Council have prepared a pedestrian warrants assessment document. RL to circulate to the team.
- 18) RL noted that the TWG initiative is a new concept and thus any feedback on the process is welcome. Please forward any feedback to improve the process.

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**SUBJECT      Transport Working Group – Meeting 03**

| MEETING DETAILS   |   |
|-------------------|---|
| <b>Date</b>       | 25/08/2021  |
| <b>Time</b>       | 15:00 to 15:30  |
| <b>Location</b>   | MS Teams  |
| <b>Purpose</b>    | To discuss the transport related elements relating to the proposed upgrades to the North Sydney Public School.  |
| <b>Attendance</b> | <ul style="list-style-type: none"> <li>• North Sydney Council               <ul style="list-style-type: none"> <li>– Michaela Kemp (MK)</li> </ul> </li> <li>• SINSW               <ul style="list-style-type: none"> <li>– Alfred Jury (AJ)</li> <li>– Jeremy Farrington (JF)</li> <li>– Rebecca Lehman (RL)</li> </ul> </li> <li>• Turner &amp; Townsend               <ul style="list-style-type: none"> <li>– Tarini Pathak (TP)</li> <li>– Stephanie Leaper (SL)</li> </ul> </li> <li>• Ason Group               <ul style="list-style-type: none"> <li>– Dora Choi (DC)</li> <li>– Tanya Chen (TC)</li> </ul> </li> </ul> |

**ACTIONS:**

| Ref: | Proposed Actions                                | By    | When       |
|------|---|-------|------------|
| 01   | DC/TC circulate meeting minutes.                | DC/TC | 27/08/2021 |
| 02   | North Sydney Public School SSDA to be submitted | TP    |            |

**NOTES:**

- 1) TP provided an introduction to the meeting and presented the agenda, being:
  - Comments relating to the draft SSDA TA and PSTP, red flags.
  - CTMP requirements.
- 2) DC and RL reiterated that the purpose of the TWG's was to try and work collaboratively with Council regarding the traffic elements of the proposal.
- 3) MK was asked if she had any comments regarding the draft TA and STP received. MK noted that she predominately focused on the previous queries posed, ie any issues with the assumptions for the pedestrian modelling. A high level review of the reports have not raised any 'red flags'.
- 4) TP indicated that some minor changes had been made to both the TA and STP, as a result of client feedback. These modifications will be included in the TA and STP submitted as part of the SSDA Submission.
- 5) TP queried MK on the general process for Construction Management Plans and Timing.

- 6) MK mentioned that CTMP's are required to be submitted to the Local Traffic Committee (LTC) for review. It was also noted that CTMP's and work zone signage restriction plans and approvals did not have to wait for the LTC meetings, they could be sent to the committee, as soon as submitted.

Note: Signage restriction changes require approval from the LTC.

- 7) MK outlined the basic CTMP requirements, as per the DCP requirements.
- 8) DC noted that the project team is aware of this, and that the Preliminary CTMP with the SSDA TA gives high level consideration to these elements.
- 9) TP provided a brief overview of the proposed Construction Plan, highlighting the following:
- The School is to remain open during the construction period.
  - Truck movements to be outside of the peak school periods.
  - Proposed work zone along the Bay Road frontage.
  - Potential to provide a gantry and site accommodation above the footpath.
  - Truck routes as follows:
    - Entry – Pacific Highway, Berry Street, Edward Street and then onto Bay Road.
    - Exit Bay Road onto Pacific Highway.

This route was chosen as it is the shortest and is expected to impact on the least amount of residents,

- 10) MK noted that residents will have the opportunity to review the truck routes and provide comment, in particular those residing in Edward Street.
- 11) MK noted that different permits and costs are associated with the different CTMP approaches.
- 12) DC queried if the preparation of the CTMP can be prepared concurrently with the SSDA Application, due to the timing pressures, and if Council/ LTC would be able to provide comment/ review if the SSDA Application has not been decided.
- 13) MK stated that any CTMP prepared would not be referred to the LTC or internally within Council until a decision had been granted for the application. This was to also ensure that any CTMP meets the relevant requirements of the decision.
- 14) RL asked if it would help if the team sent across the most recent CTMP conditions, as they appear to remain quite consistent across the different Council areas.
- 15) MK stated that at this stage, Council would stick to the standard procedures, being that the CTMP would only be referred once a decision and any relevant conditions were approved.

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**From:** Olivia Page <[oliviap@gyde.com.au](mailto:oliviap@gyde.com.au)>  
**Date:** Tuesday, 3 August 2021 at 1:05 pm  
**To:** OEH ROG Greater Sydney Region Planning Unit Mailbox <[rog.gsrplanning@environment.nsw.gov.au](mailto:rog.gsrplanning@environment.nsw.gov.au)>  
**Cc:** Tarini Pathak <[Tarini.Pathak@turntown.com](mailto:Tarini.Pathak@turntown.com)>  
**Subject:** Re: EES Consultation - North Sydney Public School

To whom it may concern,

GYDE Consulting are working with School Infrastructure NSW on alterations and additions to North Sydney Public School.

The project team is in the midst of preparing the State Significant Development Application for the North Sydney Public School alts and ads. EES were consulted during the SEARs process, though the SEARs don't specifically identify engagement with EES prior to the SSDA submission.

A BDAR Waiver has been prepared and accepted by DPIE for the site.

Can you please confirm it is still ESS's preference to wait until formally request by DPIE to provide comment during the exhibition period? I have previously liaised with Marine Stewart for the new primary school in Edmondson Park who advised it is EES' preference to wait until the formal exhibition period.

Kind regards,

Olivia Page  
Senior Project Planner



## Re: EES Consultation - North Sydney Public School



Olivia Page <[oliviap@gyde.com.au](mailto:oliviap@gyde.com.au)>

Wednesday, 11 August 2021 at 2:59 pm

**To:** OEH ROG Greater Sydney Region Planning Unit Mailbox; **Cc:** Tarini Pathak

! This message is high priority.

To whom it may concern,

I am following up on the below. Can you please review and provide a response asap?

Thankyou and kind regards,

Olivia Page  
Senior Project Planner



0400 811 750 | (02) 9068 7500 | [oliviap@gyde.com.au](mailto:oliviap@gyde.com.au)  
Level 6, 120 Sussex Street, Sydney NSW 2000  
[www.gyde.com.au](http://www.gyde.com.au)



**From:** Olivia Page <[oliviap@cityplan.com.au](mailto:oliviap@cityplan.com.au)>  
**Date:** Friday, 16 July 2021 at 11:51 am  
**To:** Marnie Stewart <[Marnie.Stewart@environment.nsw.gov.au](mailto:Marnie.Stewart@environment.nsw.gov.au)>  
**Cc:** Tarini Pathak <[Tarini.Pathak@turntown.com](mailto:Tarini.Pathak@turntown.com)>  
**Subject:** EES Consultation - North Sydney Public School

Hi Marnie,

I hope this email finds you well. You may recall I reached out earlier this year regarding consultation for the new primary school in Edmondson Park.

City Plan are now working with School Infrastructure NSW on alterations and additions to North Sydney Public School.

The project team is in the midst of preparing the State Significant Development Application for the North Sydney Public School alts and ads. EES were consulted during the SEARs process, though the SEARs don't specifically identify engagement with EES prior to the SSDA submission.

I understand BDAR Waiver has been prepared and accepted by DPIE for the site.

Can you please confirm it is still ESS's preference to wait until formally request by DPIE to provide comment during the exhibition period?

Kind regards,

**OLIVIA PAGE**  
Senior Project Planner



Suite 6.02, 120 Sussex St Sydney NSW 2000





## **North Sydney Public School – Capital Works – Aboriginal Consultation**

Meeting notes from initial meeting with Professor Dennis Foley and Dr Christine Evans

### **Date & Time:**

- Monday 26 July, 3:30pm

### **Attendees:**

- Fiona Davis, Principal, North Sydney Public School
- Sharon Sands, Director Educational Leadership, North Sydney Network
- Tom Moth, A/Director, North West Strategy
- Dr Dennis Foley, Professor of Entrepreneurship, University of Canberra
- Dr Christine Evans, President, Met North Regional AECG

North Sydney PS is a culturally rich school.

General discussion about the rare opportunity for acknowledgement to country in the design to support a culturally safe environment and student learning of Aboriginal histories and cultures.

- Dual language signage where possible.
- Tying in the old and the new, for example, the bricks of the existing buildings come from Wongeral land (Homebush area) and the clay to make those bricks came from Mother Earth (female relevance). Bricks may look European but the heart of the building is linked with Country. The same consideration can be given to timbers used.
- Totem - the whale - connection to the harbour and the deep birthing bays around Balls Head. Young Aboriginal men rode the whales in the harbour. Numerous whale engravings.
- Perforated metal designs have been used in other schools.
- The flora to incorporate angophora, grevilleas, wattle.
- Mural would be a lovely idea in the entrance - incorporating the native flora or stories of the harbour.
- The library is an indoor space to consider; used by whole school.
- Bring the colour scheme of the flora into the new build and throughout the traditional buildings to tie together.
- Sculpture - with language in it. John Kaldor (?) (Welcome to Country / Introductions). Oral component; hear the voice on entry and on exit to site.
- Yarning circle - possibly using the existing sandstone blocks that are on the site. The sandstone has links to the harbour foreshore.
- Incorporation of placards with informative signage / educational signposting around the school at places of significance so that teachers can

easily use the environment for learning. QR codes could be placed in relevant areas and linked to information / videos hosted online. Concept of storying.

It was also noted that participants would like this to be conversational and not rushed, with hope for continued engagement throughout the project.

# MEETING MINUTES

## CONNECTION WITH COUNTRY CONSULTATION SESSIONS

### Meeting – Connection with Country Consultation – Kylie-Anne Watts

**Project:** North Sydney Public School Upgrade

**Meeting Rev:** 1

**Location:** Zoom Meeting

**Project No:** 7068WA01

**Date:** Tuesday 3<sup>rd</sup> August, 2021

**Time:** 12.00pm

| Name             | Organisation                        | Organisation / Project Role | Present | Apology | Initials |
|------------------|-------------------------------------|-----------------------------|---------|---------|----------|
| Kylie-Anne Watts | Gawura AECG                         | Secretary                   | √       |         | KAW      |
| John Ward        | Fulton Trotter Architects           | Director                    | √       |         | JW       |
| Aaron Lakeman    | Taylor Brammer Landscape Architects | Senior Associate            | √       |         | AL       |
| Ben Hooper       | Taylor Brammer Landscape Architects | Senior Landscape Architect  | √       |         | BH       |

| Item | Description   | Action / Status |
|------|---|-----------------|
| 1.1  | <b>Connection Stories</b><br>KAW advised that she does not identify as a custodian of the land that the school is located on. Therefore, she is not able to comment on any specific details of connection stories. She would recommend we talk to Uncle Dennis Foley and others for this level of information.<br>JW advised that this meeting is being arranged.   | JW              |
| 1.2  | <b>Gawura Centre for Indigenous Education</b><br>KAW invited the design team to visit (when possible) the Gawura Centre for Indigenous Education at Brookvale TAFE as an example of designing for indigenous culture within the area. The invitation was welcomed by the team and they will aim to visit as soon as possible.   | Note            |
| 1.3  | <b>Connection with Flora and Fauna</b><br>KAW noted that she felt opportunities should be sought to celebrate and reflect the native flora and fauna of the area as part of the design.   | Design Team     |
| 1.4  | <b>Gawura AECG Meeting</b><br>KAW advised that the next meeting of the Gawura AECG is set for the 26 <sup>th</sup> of August. If the team would like to present at that meeting and request input from the group there would be an opportunity between 6 and 7pm. JW advised that he will review this with SINSW to confirm what is acceptable. The team should email <a href="mailto:gawuraaecg@gmail.com">gawuraaecg@gmail.com</a> to confirm if they would like to attend. | JW              |

# MEETING MINUTES

## CONNECTION WITH COUNTRY CONSULTATION SESSIONS

### Meeting – Connection with Country Consultation – Eliza Pross

**Project:** North Sydney Public School Upgrade

**Meeting Rev:** 1

**Location:** Zoom Meeting

**Project No:** 7068WA01

**Date:** Wednesday 4<sup>th</sup> August, 2021

**Time:** 9.30am

| Name          | Organisation                        | Organisation / Project Role | Present | Apology | Initials |
|---------------|-------------------------------------|-----------------------------|---------|---------|----------|
| Eliza Pross   | Gawura AECG                         | President                   | √       |         | EP       |
| John Ward     | Fulton Trotter Architects           | Director                    | √       |         | JW       |
| Aaron Lakeman | Taylor Brammer Landscape Architects | Senior Associate            |         | √       | AL       |
| Ben Hooper    | Taylor Brammer Landscape Architects | Senior Landscape Architect  | √       |         | BH       |

| Item | Description   | Action / Status |
|------|---|-----------------|
| 1.1  | <p><b>Custodians</b><br/>EP noted that there are 4 people that she is immediately aware of that identify as custodians of the land within the broader Northern Sydney area. These people are –</p> <ul style="list-style-type: none"> <li>- Dennis Foley</li> <li>- Tracey Howie</li> <li>- Neil Evers</li> <li>- Laurie Bimson</li> </ul> <p>EP recommended speaking to Dennis Foley and Tracey Howie in particular.</p> <p>JW noted that a meeting is being arranged with Dennis Foley. JW will investigate meetings with others as well.</p>   | JW              |
| 1.2  | <p><b>Other Potential Consultation</b><br/>EP recommended that the following people could be good to approach for ongoing consultation –</p> <ul style="list-style-type: none"> <li>- Adam Birn from Wilder Gardens – a specialist in native vegetation and bush tucker/medicine gardens</li> <li>- Clarence Buinsma from Bush to Bowl – a specialist in bush tucker / medicine gardens</li> <li>- Louis Birk – she has lived in the area and has worked in education for over 40 years</li> <li>- David Watts – Manager of the Heritage Office for the area</li> </ul> <p>JW noted that he will pursue meetings with these people as well.</p> | JW              |
| 1.3  | <p><b>Definition of Country</b><br/>EP noted that there is contention in the region as to the traditional custodians and the Country boundaries.</p>  | Note            |
| 1.4  | <p><b>Honour Country and Nature</b><br/>EP recommended that it was best to focus on honouring country and honouring nature. This means celebrating the natural ecology and environment of the area and, where possible. This could be achieved in several ways – a number are discussed below.</p>  | Note            |
| 1.5  | <p><b>Initial Ideas</b><br/>EP noted that the following concepts could be considered as part of a design response for the project –</p> <ul style="list-style-type: none"> <li>- The 6 seasons – the indigenous understanding of climate and weather</li> <li>- Various observation and knowledge that comes with the understanding of the seasons – for example – <ul style="list-style-type: none"> <li>o The time when whales migrate along the coastline is connected with when the Wattle flowers</li> <li>o When the butterflies appear, the poisonous snakes are out</li> </ul> </li> </ul>  | Design Team     |

# MEETING MINUTES

## CONNECTION WITH COUNTRY CONSULTATION SESSIONS

| Item | Description  | Action / Status |
|------|--|-----------------|
|      | <ul style="list-style-type: none"><li>- Dianella grasses are native to the area and are used for weaving. This means they could be used in the planting palette and could then also be used for teaching weaving as part of the school.</li><li>- The area is one of the only areas in Australia where the sandstone meets the ocean</li></ul> <p>The design team will consider these comments.</p>  |                 |
| 1.5  | <p><b>Gawura AECG Meeting</b></p> <p>EP reiterated Kylie's invitation to present to the Gawura AECG. She recommended that we consider what we are hoping to get out of the process beforehand and advise whether we want general input on ideas or want to assemble a working group for further meetings. She recommended that attending the meeting would be good for building relationships with the community.</p> <p>JW will liaise with SINSW to confirm how to engage with the next meeting.</p> | JW              |

# MEETING MINUTES

## CONNECTION WITH COUNTRY CONSULTATION SESSIONS

### Meeting – Connection with Country Consultation – Christine Evans

**Project:** North Sydney Public School Upgrade

**Meeting Rev:** 1

**Location:** Zoom Meeting

**Project No:** 7068WA01

**Date:** Monday 9<sup>th</sup> August, 2021

**Time:** 1.10pm

| Name            | Organisation   | Organisation / Project Role | Present | Apology | Initials |
|-----------------|--|-----------------------------|---------|---------|----------|
| Christine Evans | Met North Aboriginal Education Consultative Group (AECG) | President                   | √       |         | CE       |
| John Ward       | Fulton Trotter Architects                                | Director                    | √       |         | JW       |
| Aaron Lakeman   | Taylor Brammer Landscape Architects                      | Senior Associate            |         | √       | AL       |
| Ben Hooper      | Taylor Brammer Landscape Architects                      | Senior Landscape Architect  | √       |         | BH       |

| Item | Description  | Action / Status |
|------|--|-----------------|
| 1.1  | <b>Uncle Dennis Foley</b><br>CE noted that Uncle/Professor Dennis Foley should be the key contact for establishing the Connection with Country. He identifies as a custodian of the specific area. JW noted that emails have been sent to try to arrange a separate meeting with him to discuss the site in more detail, but a time hasn't been arranged yet. CE advised that she will try to contact Dennis to request a meeting as well.   | CE              |
| 1.2  | <b>Yarning Circle Concept</b><br>CE noted that the concept for the Yarning Circle that was presented in the initial consultation meeting may require some further consideration about the following – <ul style="list-style-type: none"> <li>- It should be a place for contemplation – a quiet and respectful place</li> <li>- It should be inwardly focused and open to allow for dialogue and discussion between people in a group</li> <li>- child protection and privacy issues will be a priority and is already managed diligently by K-6 teachers within classrooms in terms of access to the broader community</li> <li>- Consider the appropriateness of the imagery being used for primary school children – ie. killing boomerangs</li> </ul> JW noted that these issues will be considered further with the design team as the project develops.<br><br>CE also mentioned Aboriginal architect, Michael Mosmann and planner, and Elle Davidson who are currently developing professional development training in protocols when working with local Aboriginal communities on the incorporation of Aboriginal knowledge /Country/culture in architecture, design and planning. | JW              |
| 1.3  | <b>Metropolitan Local Aboriginal Land Council</b><br>CE recommended that the Metro LALC should be contacted (ideally by the school or potentially by Eliza Pross) for general information about the redevelopment and potentially for a list of sites in the area that are significant and culturally accessible/appropriate for references in the design. Aboriginal Heritage Office, Willoughby would also have culturally relevant and valuable site information.   | Note            |
| 1.4  | <b>The Sydney Language - Jakelin Troy</b><br>CE recommended that the team refer to 'The Sydney Language' publication by Professor Jakelin Troy, University of Sydney, for detailed information and research about languages used in the area.  | Note            |
| 1.5  | <b>Initial Ideas</b><br>CE supported a number of the ideas raised for consideration on the site including – <ul style="list-style-type: none"> <li>- The yarning circle (with comments discussed above)</li> <li>- Dual Language Signage</li> </ul>  | Design Team     |



# MEETING MINUTES

## CONNECTION WITH COUNTRY CONSULTATION SESSIONS

| Item | Description  | Action / Status |
|------|--|-----------------|
|      | <ul style="list-style-type: none"><li>- QR codes to allow a story to be told across the site with appropriate observation of Indigenous ownership (i.e., IP and Indigenous Cultural and Intellectual Property)</li><li>- Artwork around the site as per DoE/Met North AECG discussions – informed by Uncle/Professor Dennis Foley’s intentions, advice and cultural designs/design permissions.</li></ul>  |                 |
| 1.6  | <p><b>Other Potential Consultation</b></p> <p>We advised CE of the additional representatives that were proposed for consultation discussions by others (Kylie-Anne Watts and Eliza Pross). CE added that it might be helpful to engage with Caroline Glass Pattison and Aunty Lois Birk also members of Gawura AECG because of their histories working with the redevelopment of many schools across the Met North AECG region. However, she re-iterated that the key source of feedback and advice should be Uncle/Prof. Dennis Foley.</p> <p>JW noted that he will pursue meetings with these people as well.</p> | JW              |
| 1.7  | <p><b>Gawura AECG Meeting</b></p> <p>CE suggested that, ideally, the project team present to the next Gawura AECG meeting with the current status of the design being presented to the group as a ‘work in progress’ for comment by the group. We could then ask whether the group feels a working group should be established to continue to develop the details and, if so, ask for volunteers for that working group.</p> <p>JW advised that this will be reviewed with SINSW and the Project Manager to confirm what is possible.</p>  | JW              |



## Minutes – Acknowledgement of Country Workshop – North Sydney Public School

|                               |   |
|-------------------------------|---|
| <b>Date and Time</b>          | 30 July 2021 @ 09:30am                  |
| <b>Venue</b>                  | Microsoft Teams                         |
| <b>Enquiries</b>              | Tarini Pathak                           |
| <b>Teleconference Details</b> | Microsoft Teams, Link in Meeting invite |

| Attendees         | Organisation  | Initials |
|-------------------|---|----------|
| Chris Evans       | President, Met North Regional Aboriginal Education Consultative Group       | CE       |
| Kylie Watts       | Secretary, Gawura Local Aboriginal Education Consultative Group             | KAW      |
| Terry Graham      | President, Wattamattagal-Ryde Local Aboriginal Education Consultative Group | TG       |
| Sharon Sands      | Director Educational Leadership, NSW Education                              | SS       |
| Tom Moth          | Director, North West Strategy, School Operational Readiness, NSW Education  | TM       |
| Fiona Davis       | North Sydney PS School Principal, NSW Education                             | FD       |
| Jeremy Farrington | Senior Project Director, SINSW  | JF       |
| Alfred Jury       | Project Director, SINSW   | AJ       |
| Scott Franks      | CEO, Tocomwall  | SF       |
| Dr Paul Harvey    | General Manager, Tocomwall  | PH       |
| Danny Franks      | Aboriginal Heritage Manager, Tocomwall                                      | DF       |
| Tarini Pathak     | Project Manager, Turner & Townsend  | TP       |
| John Ward         | Architect, Fulton Trotter   | JW       |
| Aaron Lakeman     | Landscape Architect, Taylor Brammer   | AL       |
| Ben Hooper        | Landscape Architect, Taylor Brammer   | BH       |
| Apologies         |   |          |
| Dr. Dennis Foley  | Professor of Entrepreneurship, University of Canberra                       | DF       |
| Angus Bird        | Vice President, Gawura Local Aboriginal Education Consultative Group        | AB       |
| Clarence Bruinsma | Treasurer, Gawura Local Aboriginal Education Consultative Group             | CB       |
| Eliza Pross       | President, Gawura Local Aboriginal Education Consultative Group             | EP       |



| Item | Description   | Actions |
|------|---|---------|
| 1    | <b>Acknowledgement of Country</b>   |         |
|      | <i>Acknowledging the Traditional Owners of the land on which we meet today, the Cammeraygal people of the Eora nation and pay respects to Elders past and present.</i>  |         |
| 2    | <b>Introductions and Apologies</b>  |         |
| 3    | <b>Purpose of the Workshop</b>  |         |
|      | Obtain feedback around potential ideas and concepts to allow the North Sydney PS upgrade to incorporate Aboriginal culture & heritage within the project  |         |
|      | It was noted that this was an educational process for all involved.   |         |
|      | It was noted that when undertaking consultation with the Aboriginal community, there is a hierarchy and process that needs to be undertaken to ensure that all parties are consulted with due respect.  |         |
| 4    | <b>North Sydney Public School Context</b>   |         |
|      | FD advised the school is currently comprised of traditional brick buildings, which are of European heritage nature.   |         |
|      | FD advised that the current Aboriginal connection within the school included: <ul style="list-style-type: none"> <li>▪ 3 indigenous students currently</li> <li>▪ Culturally diverse, staff who are interested/passionate in Aboriginal culture/education. This includes hosting Aboriginal groups and celebrations,</li> <li>▪ The Aboriginal culture and history is valued by school community, would like to see incorporation into new build</li> </ul>   |         |
|      | FD advised that it was important there was a culmination between old and new.   |         |
| 5    | <b>Project Scope</b>  |         |
|      | It was advised that the project scope is as follows: <ul style="list-style-type: none"> <li>▪ Demolition of the existing hall (building B), haven building (building C) and 6 temporary buildings;</li> <li>▪ Construction of a three storey building comprising: <ul style="list-style-type: none"> <li>○ staff administration rooms;</li> <li>○ 16 homebases</li> <li>○ a new library;</li> <li>○ hall;</li> <li>○ out of school hours care facilities;</li> <li>○ covered outdoor learning area;</li> <li>○ bicycle parking and end of trip facilities for staff; and</li> <li>○ services, amenities and access.</li> </ul> </li> <li>▪ New entry gate and forecourt from Bay Road;</li> <li>▪ Internal refurbishment of building G ground floor from the existing library to 3 homebases;</li> <li>▪ Capacity for an increase in student numbers from 869 to 1,012</li> </ul> |         |

| Item     | Description   | Actions |
|----------|---|---------|
| <b>6</b> | <b>Connecting with Country Process</b>  |         |
|          | <p>Tocomwall has been engaged as the Connection with Country consultant for this project. Their scope of works is as follows:</p> <ul style="list-style-type: none"> <li>▪ Review due diligence report, ACHAR reports and cultural information databases to capture existing Aboriginal knowledge associated with the site</li> <li>▪ Undertake a site visit to contextualise the information and identify key features to inform the CW design suggestions</li> <li>▪ Identify key opportunities to input CWC findings into the project architectural design and sense of place</li> <li>▪ Develop concept design(s) for consideration and input by Registered Aboriginal Parties, Local Land Council and Aboriginal community</li> <li>▪ 14 day consultation period for feedback and input on concept design</li> <li>▪ Consolidate feedback and prepare design portfolio</li> <li>▪ Prepare CWC design and architectural options for incorporation into development</li> </ul>   |         |
|          | Tocomwall will be interfacing with a variety of Aboriginal representatives from the local community including parents, students, Aboriginal liaison officer etc.  |         |
| <b>7</b> | <b>Design Concepts and Discussion</b>   |         |
| 7.1      | Fulton Trotter noted that the ambition was for stories to be engrained into architecture and design. This will allow for depth and meaning to be added design.  |         |
| 7.2      | <p>Design concepts for inclusion in Aboriginal heritage &amp; culture are as follows:</p> <ul style="list-style-type: none"> <li>▪ Aim to bring back local history/culture</li> <li>▪ Language mandate – interface with Aboriginal elders, transmission of culture.</li> <li>▪ Inclusion of a Yarning circle – made specific to site based on community engagement. Yarning circles will provide: <ul style="list-style-type: none"> <li>○ Remote connection with community/elders</li> <li>○ Represent their story</li> <li>○ Place for NAIDOC events – join with other sister schools, P&amp;C Meetings.</li> <li>○ Does not see boundaries (eg. LGAs)</li> <li>○ Size of yarning circle – house 8-12 people</li> <li>○ Location coordinated with architects/landscape, not too small or too big, comfort and protection to speak and be heard</li> </ul> </li> <li>▪ Return of local artefacts (spearheads, axeheads) <ul style="list-style-type: none"> <li>○ Encased in non-destructible glass.</li> <li>○ Disconnection of language, groups. Songline, plants, artefacts, yarning, digital artwork.</li> <li>○ Hub for all groups – indigenous and non-indigenous.</li> </ul> </li> </ul> |         |

| Item     | Description  | Actions |
|----------|--|---------|
| 7.3      | <p>Feedback was as follows:</p> <ul style="list-style-type: none"> <li>Size of yarning circle – would like to house a class of students for educational purposes</li> <li>Quality consultation open – can take time, ongoing process, building genuine relations through connection</li> <li>Design team to consider presenting at next Gawura AECG to understand relationships, culture further – to attend on 26 August</li> </ul> |         |
| 7.4      | <p>Other Design suggestions to be considered:</p> <ul style="list-style-type: none"> <li>Dual language signage</li> <li>QR codes for learning like museum</li> <li>Sculptures/ art/murals</li> <li>Soundscapes in language</li> <li>Message and meaning for Aboriginal students entering school – what appeals to students</li> </ul>  |         |
| 7.5      | <p>FD noted that outdoor learning space was important, as the existing tiered learning area will be lost. A new space in landscape for outdoor learning (not including yarning circle and COLA) would be invaluable to the school and providing education.</p>   |         |
| <b>8</b> | <b>Any Other Business</b>  |         |
| 8.1      | <p>It was noted that any inclusion should not be tokenistic and have meaning that can be delivered through by teachers on a day to day basis</p>   |         |
| 8.2      | <p>All attendees are invited to contact for further discussions and feedback following this session:</p> <ul style="list-style-type: none"> <li>Jeremy Farrington – <a href="mailto:Jeremy.Farrington@det.nsw.edu.au">Jeremy.Farrington@det.nsw.edu.au</a></li> <li>Tarini Pathak – <a href="mailto:Tarini.pathak@turntown.com">Tarini.pathak@turntown.com</a></li> </ul>  |         |



## Actions/ Minutes

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|                          |                                    |
|--------------------------|------------------------------------|
| <b>Client:</b>           | School Infrastructure NSW          |
| <b>Project:</b>          | North Sydney Public School         |
| <b>Meeting date:</b>     | 04 March 2020, 12 -1:30 pm         |
| <b>Meeting location:</b> | MS Teams                           |
| <b>Meeting title:</b>    | Project Reference Group Meeting 01 |
| <b>Version:</b>          | 01                                 |

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## Attendees

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| <i>Name</i>            | <i>Role, Company</i>                    | <i>Organisation</i> | <i>Initials</i> |
|------------------------|---|---------------------|-----------------|
| Sharon Sands           | Director Educational Leadership         | NSW Education       | SS              |
| Fiona Davis            | School Principal, North Sydney PS       | NSW Education       | FD              |
| Diane Lynam            | Assistant Principal, North Sydney PS    | NSW Education       | DL              |
| Aisling Duke           | Teacher, North Sydney PS                | NSW Education       | AD              |
| Michelle Johns         | Director, AMU – Northern Sydney         | NSW Education       | MJ              |
| James Bourachi (Chair) | Senior Project Director                 | SINSW               | JB              |
| Alfred Jury            | Project Director                        | SINSW               | AJ              |
| Kathleen Donohoe       | School Learning Environments and Change | SINSW               | KD              |
| Elle Stewart           | Community Engagement Manager            | SINSW               | ES              |
| Blake Middleton        | Project Officer                         | SINSW               | BM              |
| Adrian McLay           | Project Director                        | Turner & Townsend   | AM              |
| Janani Suseelar        | Senior Project Manager                  | Turner & Townsend   | JS              |
| Tarini Pathak          | Project Manager                         | Turner & Townsend   | TP              |

## Apologies

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| <i>Name</i>     | <i>Role, Company</i>              | <i>Organisation</i> | <i>Initials</i> |
|-----------------|-----------------------------------|---------------------|-----------------|
| Ashley Grimmond | Deputy Principal, North Sydney PS | NSW Education       | AG              |
| Meagan Schlecht | Parent Representative             |                     | MS              |

## Action/ Minutes

| Discussion topic  | Action | Date                 |
|---|--------|----------------------|
| <b>1 Introductions and Apologies</b>  |        |                      |
| <b>2 Project Update</b>   |        |                      |
| <b>2.1 VECI Procurement</b>   |        |                      |
| <p>VECI – Very Early Contractor Involvement</p> <p>ECI – Early Contractor Involvement</p> <p>The VECI and ECI are appointed to provide their buildability knowledge and insights within the design stages of the project.</p> <p>For this project the VECI/ ECI will be responsible for coordinating the consultant team.</p> |        |                      |
| <p>Project team is currently assessing the VECI tenders. A clarification interview is to be held on Friday 5 March, with the hopes of awarding the contract by 12 March.</p>  |        |                      |
| <b>2.2 Design Update</b>  |        |                      |
| <p>SINSW presented draft floor plans (by SHAC) to the PRG for information. These floor plans are based on the revised DfMA grid of 9 x 7.5m</p>   |        |                      |
| <p>A learning hub consists of 4 homebases and the learning commons. The 4 homebases will have operable walls so that teachers can combine classrooms and co-teach if desired.</p> <p>The size of the operable wall will be determined during Detailed Design.</p>   |        |                      |
| <p>A new COLA will be attached to the hall, but has not been included on these concept plans.</p>   |        |                      |
| <p>A new accessible entry will be provided to the school site off Bay Rd.</p>   |        |                      |
| <p>SINSW advised that the VECI will develop various options for upgrading the amenities. The option that the project team will proceed with will depend on affordability with the overall project budget.</p> <p>This will be a similar process for the canteen upgrade.</p>  |        |                      |
| <p>FD requested that the Hall and Library were put together within one building, with administration being located under the homebases in the 3 storey building.</p> <p>This would also allow all community access to be limited to one building on site.</p>   | JS     | Upon VECI engagement |

## Action/ Minutes

| Discussion topic   | Action | Date     |
|--|--------|----------|
| T&T to request the VECI/ architect to explore this option upon engagement.   |        |          |
| It was noted that the internal layouts had not been finalised, and would only be finalised during Detailed Design.   |        |          |
| <b>2.3 Programme Update</b>  |        |          |
| The main works (2 new buildings) will require a State Significant Development Application (SSDA) prior to commencing the build on site. The project team is aiming to submit the SSDA in mid May. Approval process is expected to take 6 months.   |        |          |
| <p>Early works package is expected to be the toilet and canteen refurbishment. The project team is aiming to commence these works in late 2021.</p> <p>FD advised that the local community were expecting works to commence on site in early – mid 2021.</p> <p>The project team will review and attempt to bring forward the commencement of early works.</p> |        |          |
| SINSW advised that this project will be based on a modular design. This means that construction will commence within a factory. This will reduce the construction time and impacts on site.  |        |          |
| Project completion is scheduled for early 2023.  |        |          |
| <b>2.4 School Learning Environments and Change</b>   |        |          |
| <p>KD presented 'Contextualised Design and DfMA'. The presentation is attached as an appendix to these minutes for review and information.</p> <p>Additional research can be provided by KD upon request.</p>  |        |          |
| SINSW to provide the calculations on the learning hubs (undertaken by Krista McMaster) to SS.  | KD     | 17/03/21 |
| <b>3 Stakeholder Engagement</b>  |        |          |
| FD advised that a P&C meeting would be occurring in the week of 8 March, with the local community being interested to understand the project development and timeframes for the commencement of construction.  |        |          |
| SINSW to provide FD with a statement for the local community that outlines the key milestone dates for the project.  | JB     | 12/03/21 |

## Action/ Minutes

| Discussion topic   | Action | Date     |
|--|--------|----------|
| This will be followed by a project update for the school newsletter and a link to renders and flythrough of the school once they have been approved by the Minister's office.                                      |        |          |
| FD to put the Staff Reference Group on hold until the project reaches the Detailed Design Phase of the project.  | FD     | 12/03/21 |
| <b>4 Risk Workshop – Operational Issues</b>  |        |          |
| <p><b>4.1</b> SINSW to provide staging plans that had been workshopped with the school previously.</p> <p>Staging Plans will be discussed with the school in the next PRG to determine any operational issues.</p> | AJ     | 17/03/21 |
| <b>5 Any other business</b>  |        |          |
| <b>5.1</b> All future PRG meetings will be held on site at North Sydney Public School.   |        |          |
| <b>6 Next Meeting</b>  |        |          |
| <b>6.1</b> Project Reference Group 02 – 22 <sup>nd</sup> April `21   |        |          |

## Minutes

|                      |                                    |
|----------------------|------------------------------------|
| <b>Project</b>       | North Sydney Public School Upgrade |
| <b>Meeting</b>       | PRG 02                             |
| <b>Date and Time</b> | 28 May 2021 @ 3:15pm               |
| <b>Venue</b>         | Microsoft Teams                    |
| <b>Enquiries</b>     | Alfred Jury/ Tarini Pathak         |

| <b>Attendees</b>  | <b>Organisation</b> | <b>Role</b>                          | <b>Initials</b> |
|-------------------|---------------------|--------------------------------------|-----------------|
| Sharon Sands      | NSW Education       | Director Educational Leadership      | SS              |
| Fiona Davis       | NSW Education       | School Principal, North Sydney PS    | FD              |
| Ashley Grimmond   | NSW Education       | Deputy Principal, North Sydney PS    | AG              |
| Diane Lynam       | NSW Education       | Assistant Principal, North Sydney PS | DL              |
| Aisling Duke      | NSW Education       | Teacher, North Sydney PS             | AD              |
| Alfred Jury       | SINSW               | Project Director                     | AJ              |
| Nick Lin          | SINSW               | Project Officer                      | NL              |
| Adrian McLay      | Turner & Townsend   | Project Director                     | AM              |
| Orla Conlon       | Turner & Townsend   | Associate Director                   | OC              |
| Tarini Pathak     | Turner & Townsend   | Project Manager                      | TP              |
| <b>Apologies</b>  | <b>Organisation</b> | <b>Role</b>                          | <b>Initials</b> |
| Meagan Schlecht   |                     | Parent Representative                | MS              |
| Michelle Johns    | NSW Education       | Director, AMU – Northern Sydney      | MJ              |
| Jeremy Farrington | SINSW               | Senior Project Director              | JF              |
| Elle Stewart      | SINSW               | Community Engagement Manager         | ES              |
| Nikolai Morozow   | SINSW               | Community Engagement Manager         | NM              |



| Item     | Description   | Actions |
|----------|---|---------|
| <b>1</b> | <b>Introductions and Apologies</b>  |         |
| 1.1      | <i>Introductions</i>  |         |
| <b>2</b> | <b>Acceptance of Previous Meeting Minutes</b>   |         |
|          | SS requested SINSW to provide calculations on the learning hubs as they varied to the specifications within the EFSG.<br><br>SINSW advised that the consultant team will be instructed to provide a design that is EFSG compliant.  | note    |
|          | The previous minutes were accepted.   | note    |
| <b>3</b> | <b>Background</b>   |         |
| 3.1      | <i>Project Status</i>   |         |
|          | The Early Contractor Involvement tenders were evaluated and deemed not value for money.   | note    |
|          | As a result, the project team have decided to engage a consultant team to undertake design up till schematic design.  | note    |
| 3.2      | <i>Consultant Engagement</i>  |         |
|          | SINSW are procuring consultants to undertake design and complete deliverables required for the submission of the State Significant Development Application.   | note    |
|          | The project team is currently in the process of reviewing tenders and undergoing evaluation. The aim is for the consultant team to be engaged by mid-June.  | note    |
| <b>4</b> | <b>Program</b>  |         |
| 4.1      | <i>Program update</i>   |         |
|          | The target programme is to undertake concept design by July '21 and schematic design by August '21.   | note    |
|          | The consultant team will commence the consultation process with the school and other relevant stakeholders during concept design.   | note    |
|          | The aim is to procure a Contractor after schematic design is complete   | note    |
| <b>6</b> | <b>Approvals</b>  |         |
| 6.1      | <i>SSDA process and timings</i>   |         |
|          | A State Significant Development Application (SSDA) is required for this size and type of new building proposed. This involves submitting a development application to a state body that comprises of various government agencies. This will include Transport for NSW and North Sydney Council. | note    |
|          | The consultant team will be engaged with the primary aim of completing all deliverables required for the submission of the SSDA.  | note    |
|          | The SSDA will be submitted for review and approval as soon as possible this year.   | note    |

| Item      | Description   | Actions |
|-----------|---|---------|
| <b>9</b>  | <b>Other Business</b>   |         |
|           | SINSW advised that a heritage consultant is compiling reports based on their site visit to Lady Hay Hall and Haven Building to establish whether the buildings need to be retained due to heritage value. | note    |
|           | FD advised that the project update (provided by SINSW) has been issued to the school community. The feedback has not been positive due to lack of progress.   | note    |
| <b>10</b> | <b>Date and Time of Next Meeting</b>  |         |
|           | The next PRG meeting is to be held on 24 June '21 at 11am.  | note    |

## Minutes

|                      |                                    |
|----------------------|------------------------------------|
| <b>Project</b>       | North Sydney Public School Upgrade |
| <b>Meeting</b>       | PRG 03                             |
| <b>Date and Time</b> | 24 June 2021 @ 11:00am             |
| <b>Venue</b>         | Microsoft Teams                    |
| <b>Enquiries</b>     | Alfred Jury/ Tarini Pathak         |

| Attendees         | Organisation      | Role   | Initials |
|-------------------|-------------------|--|----------|
| Tanya Rose        | NSW Education     | Educational Leadership (filling in for Sharon Sands) | TR       |
| Fiona Davis       | NSW Education     | School Principal, North Sydney PS                    | FD       |
| Ashley Grimmond   | NSW Education     | Deputy Principal, North Sydney PS                    | AG       |
| Aisling Duke      | NSW Education     | Deputy Principal, North Sydney PS                    | AD       |
| Neil Caldwell     | NSW Education     | AMU Representative – Northern Sydney                 | NC       |
| Meagan Schlecht   |                   | Parent Representative                                | MS       |
| Jeremy Farrington | SINSW             | Senior Project Director                              | JF       |
| Alfred Jury       | SINSW             | Project Director                                     | AJ       |
| Nick Lin          | SINSW             | Project Officer                                      | NL       |
| Adrian McLay      | Turner & Townsend | Project Director                                     | AM       |
| Orla Conlon       | Turner & Townsend | Associate Director                                   | OC       |
| Tarini Pathak     | Turner & Townsend | Project Manager                                      | TP       |
| Apologies         | Organisation      | Role   | Initials |
| Sharon Sands      | NSW Education     | Director Educational Leadership                      | SS       |
| Diane Lynam       | NSW Education     | Assistant Principal, North Sydney PS                 | DL       |

| Item     | Description   | Actions |
|----------|---|---------|
| <b>1</b> | <b>Introductions and Apologies</b>  |         |
| 1.1      | <i>Introductions</i>  |         |
|          | It was noted that all PRG attendees had been requested to sign Non-disclosure agreement prior to the meeting. The contents within PRGs are sensitive and should be kept confidential.   | note    |
| <b>2</b> | <b>Acceptance of Previous Meeting Minutes</b>   |         |
|          | The previous minutes were accepted.   | note    |
| <b>3</b> | <b>Background</b>   |         |
| 3.1      | <i>Project Status</i>   |         |
|          | Fulton Trotter has been engaged as the architects for the project. SINSW has also engaged the following consultants to assist with compiling the SSDA submission: <ul style="list-style-type: none"> <li>- Arborist</li> <li>- Heritage Consultant</li> <li>- ESD Consultant</li> <li>- Social Impact Consultant</li> </ul>       | note    |
|          | There are still some consultant engagements outstanding including engineering services. All consultants will be engaged by the end of June.   | note    |
|          | The consultant team will aim to undertake as many site investigations as possible over the school holidays. Ash Grimmond will be the site contact to assist with access over the holidays.  | note    |
| 3.2      | <i>Heritage report – Lady Hay Hall and Haven Building</i>   |         |
|          | A heritage assessment report has been undertaken to understand the architectural significance of Lady Hay Hall and the Haven Building. The heritage consultant advised that there was no heritage significance for either building. The consultant team will proceed with designing assuming the demolition of these 2 buildings. | note    |
|          | Due to the sensitivity of these 2 buildings with the local community, the PRG is requested to keep this information confidential until a design is confirmed. The local community will be informed at the appropriate time through the SINSW Communications Team.   |         |
| <b>4</b> | <b>Program</b>  |         |
|          | The target programme is to undertake concept design by July '21 and schematic design by August '21.   | Note    |
|          | The SSDA will be submitted for review and approval as soon as possible this year.   | note    |
| 4.2      | <i>Stakeholder input</i>  |         |
|          | The aim will still be to consult the school and other PRG members during the design process once there has been sufficient development on the concept design. The points of consultation will be confirmed at the next PRG for information.   | note    |

| Item     | Description   | Actions |
|----------|---|---------|
| <b>5</b> | <b>Other Business</b>   |         |
| 5.1      | JF advised that SINSW would be procuring FF&E program wide to allow for standardisation across the schools. A list of the FF&E with images would be provided to the school for review. The school could provide comment if there were any fundamental issues with the FF&E schedule, but there was no guarantee that changes would be made to the list. | AJ      |
|          | FD advised that it was imperative that the FF&E list was suited for the change in teaching pedagogy that was shifting towards flexible learning.  | note    |
| 5.2      | JF advised that due to the current COVID outbreak, meetings would be assessed as to whether they should occur face to face or via teams. The preference will be to resume face to face meetings as soon as possible.  | note    |
| <b>6</b> | <b>Date and Time of Next Meeting</b>  |         |
|          | The next PRG meeting is to be held on 22 July '21 at 11am.  | note    |
|          | It was noted that the PRGs have been scheduled until December '21.  | note    |

## Minutes

|                      |                                    |
|----------------------|------------------------------------|
| <b>Project</b>       | North Sydney Public School Upgrade |
| <b>Meeting</b>       | PRG 04                             |
| <b>Date and Time</b> | 26 July 2021 @ 12:00pm             |
| <b>Venue</b>         | Microsoft Teams                    |
| <b>Enquiries</b>     | Alfred Jury/ Tarini Pathak         |

| Attendees         | Organisation      | Role                                 | Initials |
|-------------------|-------------------|--------------------------------------|----------|
| Sharon Sands      | NSW Education     | Director Educational Leadership      | SS       |
| Fiona Davis       | NSW Education     | School Principal, North Sydney PS    | FD       |
| Ashley Grimmond   | NSW Education     | Deputy Principal, North Sydney PS    | AG       |
| Aisling Duke      | NSW Education     | Deputy Principal, North Sydney PS    | AD       |
| Diane Lynam       | NSW Education     | Assistant Principal, North Sydney PS | DL       |
| Meagan Schlecht   |                   | Parent Representative                | MS       |
| Jeremy Farrington | SINSW             | Senior Project Director              | JF       |
| Alfred Jury       | SINSW             | Project Director                     | AJ       |
| Nick Lin          | SINSW             | Project Officer                      | NL       |
| Elizabeth Coad    | SINSW             | Community Engagement Manager         | EC       |
| Adrian McLay      | Turner & Townsend | Project Director                     | AM       |
| Tarini Pathak     | Turner & Townsend | Project Manager                      | TP       |
| John Ward         | Fulton Trotter    | Director, Architect                  | JW       |
| Apologies         | Organisation      | Role                                 | Initials |
| Neil Caldwell     | NSW Education     | AMU Representative – Northern Sydney | NC       |

| Item | Description  | Actions        |
|------|--|----------------|
| 1    | <b>Introductions and Apologies</b>   |                |
| 2    | <b>Acceptance of Previous Meeting Minutes</b>  |                |
|      | The previous minutes were accepted.  | note           |
| 3    | <b>Project Status</b>  |                |
| 3.1  | <i>Site Inspections and Site Visits</i>  |                |
|      | Some site inspections have been impacted by construction shut down via the current health orders.<br>Providing that the health orders are lifted this week, the project team will engage with the school with respect to upcoming site inspections.  | TP             |
|      | FD confirmed it is OK for site inspections to proceed (pending update on health orders), but advance warning will be required to ensure appropriate personnel are on-site to escort.   | Note           |
| 3.2  | <i>Consultant Engagements</i>  |                |
|      | Full consultant team now engaged.  | Note           |
| 3.3  | <i>Design Update</i>   |                |
|      | JW from Fulton Trotter introduced and gave overview of design status. <ul style="list-style-type: none"> <li>- Concept design is progressing.</li> <li>- Meeting held with school last week to overview progress to date. A number of points of feedback were received and actioned by FTA.</li> <li>- Demolition / removal plan shown indicating removal of temporary buildings and existing hall, to be replaced by new building to provide required scope for the project.</li> </ul>   | Note           |
|      | Overview of architectural plans given, following feedback noted: <ul style="list-style-type: none"> <li>- Toilet refurb work – queried whether toilet refurbs can be undertaken now given students are not on-site. Project team to investigate an early works package.</li> <li>- Sick bay access queried – configuration review required to admit students from the playground, better interface between office / sick-bay.</li> <li>- Noted that meetings coming up for Indigenous engagement for incorporating local cultural aspects to both buildings and landscaping</li> <li>- Consideration for relocating local artefacts onto the school premises. Being considered in conjunction with the process and feedback provided by the Connection with Country Consultant.</li> </ul> | JW             |
|      | Overview of landscaping strategy given, following feedback noted: <ul style="list-style-type: none"> <li>- FD queried play-ground equipment configuration impacts through current design proposal.</li> <li>- Review of existing play-ground equipment required, and follow-up discussion required on playground equipment config across the site.</li> <li>- Plans to be circulated for School comments.</li> <li>- A session was to be arranged for more detailed feedback to be provided by the school in relation to the landscape strategy/ plans developed to date.</li> </ul>   | Note<br><br>TP |

| Item | Description  | Actions               |
|------|--|-----------------------|
| 3.4  | <p><i>Indigenous Consultation Process</i></p> <ul style="list-style-type: none"> <li>- Agreed overview only of aboriginal engagement process will be supplied as part of upcoming communications release. Confirm via Ministers office.</li> <li>- FD to provide advice on inclusion of any school families that identify as indigenous into the consultation process</li> <li>- Overall Indigenous consultation process to be developed over the next month.</li> </ul>   | note                  |
| 3.5  | <p><i>Staging plans review</i></p> <ul style="list-style-type: none"> <li>- Noted that hall demolition will likely take place as part of main Contract works (but will be scheduled during a holiday period to occur).</li> <li>- School has advised that they will not require the hall during construction of the new building</li> <li>- Draft staging plan to be presented (phase by phase) for review with the school</li> <li>- Two demountables were planned to be relocated as part of initial planning. To be reviewed as part of staging plan.</li> <li>- Demountable canteen to be placed next to Building H – power and water access there.</li> <li>- Building F toilets easiest to do without in school period – review of numbers required to determine number of temporary required.</li> <li>- Priority is on refurbishment of toilets in alternative blocks.</li> </ul> <p>Staging Plan to be developed and presented at next PRG.</p> | <p>Note</p> <p>TP</p> |
| 4    | <b>Program</b>   |                       |
|      | The target programme is to undertake schematic design in August '21.   | Note                  |
|      | The SSDA will be submitted for review and approval as soon as possible this year.  | note                  |
| 5    | <b>Other Business</b>  |                       |
|      | FD advised that it was imperative that the FF&E list was suited for the change in teaching pedagogy that was shifting towards flexible learning.   | note                  |
|      | A preliminary session to discuss FF&E selection with Fulton Trotter has been scheduled for 16 August to discuss suitable alternatives.   | note                  |
| 6    | <b>Date and Time of Next Meeting</b>   |                       |
|      | The next PRG meeting is to be held on 26 August '21 at 11am.   | note                  |