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NSW Department of Education

**Wee Waa High School**

Operational Management Plan



## Document Information

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# 1. Introduction

**This Operational Management Plan supports a State Significant Development Application (SSDA) for the proposed New Wee Waa High School (SSD-21854025) at 105-107 Mitchell Street, Wee Waa, NSW. The applicant is NSW Department of Education.**

This operational management plan has been prepared by Ontoit on behalf of Wee Waa High School for School Infrastructure NSW (SINSW) on behalf of the Department of Education (DOE) to accompany a development application (SSDA) to the NSW Department of Planning, Industry and Environment (DPIE) for proposed construction of a new High School at Wee Waa on existing Department of Education owned land and adjacent Crown land as an urgent priority.

Students and staff were evacuated from the current Wee Waa High School site due to ongoing health issues in late 2020. Students are currently collocated within the town's primary school in an overcrowded site. A Ministerial announcement made on 3 June 2021 committed to the construction of a new High School at Wee Waa on existing Department of Education owned land and adjacent Crown land as an urgent priority. The site is located on Mitchell Street/Kamilaroi Highway and is legally described as Lot 1 DP577294, Lot 2 DP550633 and Lots 124-125 DP757125.

This report accompanies a State Significant Development Application which seeks consent for the construction of a new high school will service 200 students with potential to grow to a total capacity of 300 students in a two-storey building, an Indigenous cultural centre, sporting fields and associated civil and utilities works. For a detailed project description refer to the EIS prepared by Ethos Urban.

This report addresses the requirement for a Operational Management Plan specified in the Department of Planning, Industry and Environment's Secretary's Environmental Assessment Requirements (SEARs) for the project. It follows the principles set out in the Social Impact Assessment Guideline for State Significant Projects (SIA Guideline) released by the NSW Department of Planning, Industry and Environment in July 2021.

## 1.1. Location

Wee Waa is located within New England region in New South Wales, Australia, approximately 40km North east of the regional centre Narrabri. The town is within the Narrabri Shire local government area and is on the Namoi River.

The site for the new School is located centrally in the in Wee Waa town centre at 105-107 Mitchell Street/Kamilaroi Highway. The site fronts Mitchell Street/Kamilaroi Highway (South) just off the intersection with Church Street and fronts Charles Street (West) as shown in Figure 2.

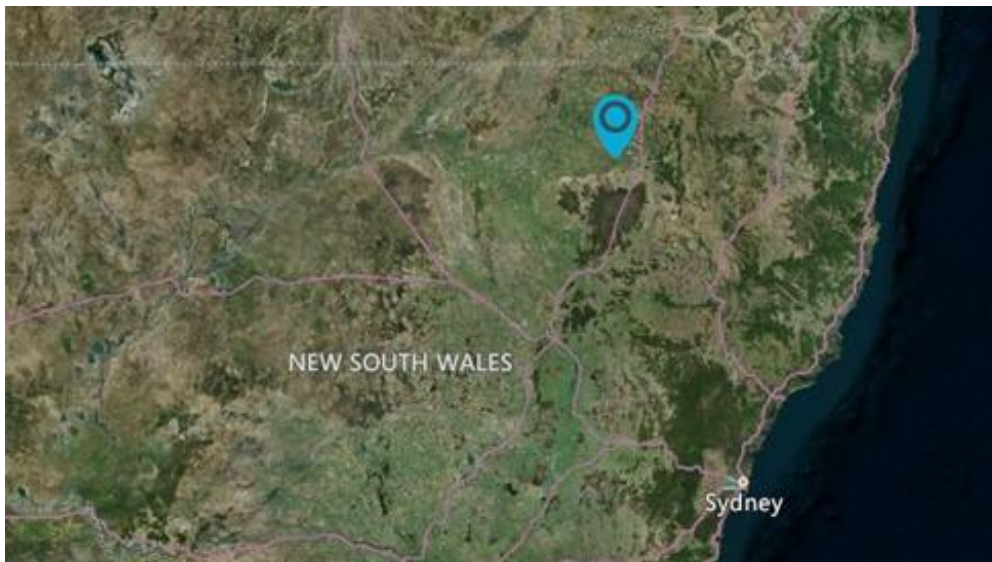


Figure 1: Wee Waa Regional Context (source: <https://nationalmap.gov.au/>)



Figure 2: Location for the new High School Site in the Wee Waa Town Centre (source: SHAC)

## 1.2. Site Description

Wee Waa is a small town in western NSW that provides services and amenity for the townspeople and the surrounding agricultural community. The town is on the banks of the Namoi River. The river is an important feature in the local, regional and cultural landscape.

The Lower Namoi Plains are punctuated by local outcroppings and geological features such as the Piliga sandstone ridges to the south and the remnant volcano of Mt Kaputar to the north west. The local setting of the proposed school is close to the centre of town on Mitchell Street/Kamilaroi Highway. This is a traditional country town street with the Public School and a number of older style single storey residences on the southern edge. The architectural design situates the school on the north side of the road with significant landscape areas both to the east and the west and a landscape buffer to the south. The eastern landscape area of the site is characterised by extant native grasses and trees and the western parts of the site are more open grassland with fewer trees.

The site for the new Wee Waa High School is located in the centre of town on the Kamilaroi Highway/Mitchell Street. The site sits adjacent to the Wee Waa Public School and diagonally opposite Dangar Park - the main recreational open space in town. The site is currently an undeveloped area with scattered native trees. The existing tree cover is predominantly on the eastern edge and northern edge where groups of mature trees exist. Individual specimens are scattered across the balance of the site. The ground surface is covered with substantial areas of native grassland. The site is divided by shallow wide open drains that connect the nearby street culverts and road-side drainage infrastructure to the discharge channel at the low point of the site to the northeast. The wide shallow drains exhibit almost no fall as the site is very flat.

## 2. Proposed Development

The Wee Waa High school will service 200 students with potential to grow to a total capacity of 300 students, subject to further funding and service need, and 61 staff. The proposal seeks consent for:

- Construction of a permanent consolidated two storey courtyard building will service 200 students with potential to grow to a total capacity of 300 students. This new high school building is to comprise:

- 10 Learning Spaces
- 5 Specialist Learning Spaces
- Ancillary Spaces
- Recreation spaces – sports fields and basketball courts
- A canteen;
- Library;
- Multipurpose hall;
- Office and administration space;
- Staff and student amenities; and
- Multi-purpose sporting facilities and outdoor play spaces;
- Associated site landscaping and public domain improvements;
- An on-site car park for 40 parking spaces and a drop-off and pick-up area; and
- Construction of ancillary infrastructure and utilities as required.

Additional facilities specific for the Wee Waa High School community include:

- 2 Learning Support Spaces
- An Agricultural and Environment Centre, and
- An Indigenous Cultural Centre.

The purpose of this Operational Management Plan (OMP) is to provide a broad overview of the operational management methodology.

### **3. Operations**

#### **3.1. Existing and proposed use**

Essentially the site's existing use is as a drainage reserve. The proposed use is as a high school.

#### **3.2. School Population**

Based on data received from Eagle Eye, dated 12 October 2021, the current school population is as follows:

- 125 enrolments
- 27 FTE Teaching Staff
- 4 TEMP Contracts Teaching Staff
- 10 Non-Teaching Fulltime Staff
- 1 TEMP Project Officer Staff
- 8 FTE Non-Teaching Teaching Aides Staff
- 39% Indigenous enrolments
- 1% Non English Speaking Backgrounds

#### **3.3. Hours of Use - school bell times**

- 08:15 to 14:15 - Monday
- 08:15 to 14:15 - Tuesday
- 08:15 to 14:15 - Wednesday
- 08:15 to 14:15 - Thursday
- 08:15 to 14:15 - Friday

### **3.4. House of Use – including school pre- and post-bell times**

- 07:30 to 16:30 - Monday
- 07:30 to 16:30 - Tuesday
- 07:30 to 16:30 - Wednesday
- 07:30 to 16:30 - Thursday
- 07:30 to 16:30 – Friday

These hours account for out of hours school activities.

### **3.5. House of Use – School Hall**

- Disco; 1 to 2 times a year from 3pm to 7pm
- Band 1 to 2 times a week 8am-9am in hall
- Year 12 farewell – 1 x per year
- Presentation nights – 2 x per year

The School Hall is restricted to daytime and evening period of 7am to 10 pm.

### **3.6. Cleaning and waste management**

The facility will be cleaned twice daily (a.m. and p.m.) as is current practice. Wee Waa High School has cleaning contractors managing the whole site and they will be responsible for all public areas, change rooms, bathrooms, workshops and classrooms.

Wee Waa High School cleaning contractors also clean and maintain the external areas twice daily (including garbage service and sweeping). In addition, the High School's General Assistant is responsible for grounds maintenance including lighting, gardening and mowing. The General Assistant will also report any service issues such as drainage and contact the AMU accordingly.

Waste is collected twice a day from internal and external areas. It is collected from the purpose build waste storage area.

Separate receptacles for the safe disposal of hazardous waste types (i.e. light bulbs, batteries, etc) will also be provided where applicable.

Where possible, additional bins will be provided in common areas for the collection of commingled recyclables such as beverage containers (glass, plastic, aluminium), paper products, recyclables food containers, etc.

### **3.7. Emergency egress**

Wee Waa High School has Emergency Response Procedures and Emergency Evacuation Plans that cover the whole of the adjacent site. These will be updated before completion and occupation of the facility with the appropriate training provided to staff who work in this area to account for the new works.

### **3.8. Car parking**

There is 40 car parking bays provided on the proposed Wee Waa High School site, 20 adjacent to the school and 20 adjacent to the sports facilities. All delivery trucks, waste management and emergency vehicles access and egress is provided.

### **3.9. Complaint management**

The existing Wee Waa High School has a Complaints Policy which covers parents, students and members of the local community and this will be reviewed and revised as required to incorporate the new High School facility.

### **3.10. Incident register**

Wee Waa High School has an Accident/Incident & Injury Reporting Policy and procedures that apply to all employees, students, volunteers and contractors. The policy and procedures provide a mechanism for reporting and recording incidents in accordance with legislative requirements, analysing the data to implement corrective action, monitor and improve the safety of all who may be impacted on by the business of the High School. This policy will be reviewed and revised as required to incorporate the new high School facility.