

EC1512 Shore Physical Education Centre	Document No.	P07-TEM-010
	Effective Date	27/06/2016
	Version Date	27/05/2016
	Version No.	1.01
Consultation Summary Report		



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Project Revision History:

Date	Author	Rev. No.	Scope of Revision
07/06/16	NDA	C	For Submission with DA

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1. Introduction

This Consultation Report has been prepared by Sydney Church of England Grammar School, North Sydney (**Shore**) and epm Projects Pty Ltd (**EPM**). The purpose of this report is to support the submission of a State Significant Development Application (**SSDA**) to the Department of Planning & Environment. The Development Application seeks approval for the demolition of existing buildings and construction of new facilities to be known as the Shore Physical Education Centre (**SPEC**).

1.1. Purpose of Report

This consultation report has been prepared to document engagement activities and feedback received from community members during the initial consultation phases of this project.

The engagement with stakeholders was undertaken by Shore in order to inform its neighbours of the project and fulfil the Secretary's Environmental Assessment Requirements (SEARs). The SEARs relating to consultation are extracted below:

Consultation	During the preparation of the EIS, you must consult with the relevant local, State or Commonwealth Government authorities, service providers, community groups and affected landowners. In particular you must consult with: • North Sydney Council; • Transport for NSW; • <u>Sydney Trains</u>; • <u>Sydney Metro Delivery Office</u>; and • Roads and Maritime Services. The EIS must describe the consultation process and the issues raised, and identify where the design of the development has been amended in response to these issues. Where amendments have not been made to address an issue, a short explanation should be provided.
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A summary of the outcomes of the consultation program is included in the Environmental Impact Statement (**EIS**). The consultation program has also informed the preparation of the SSDA documentation for the SPEC project. Shore continues to consult with its community and other stakeholders on progress with the project plans.

1.2. Consultation Methodology

The Consultation Methodology covers the period from the commencement of project definition, in November 2014, up to and including preparation and submission of the SSDA, in June 2016. It outlines a range of tools and activities, which are underpinned by a set of key messages to provide a framework for engaging stakeholders and the local community. The aim is to ensure consistent and timely communication by the project team and help identify and proactively respond to potential issues.

The strategy was specifically directed towards consultation with the Shore community, local neighbours, the broader community and key stakeholders, including North Sydney Council, relevant Statutory Authorities and utility providers, to identify and address any technical issues in the proposed development.

The key objectives of this strategy are to:

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- Inform and educate the Shore community, local residents, stakeholders and the broader community about the Project in a timely, accurate and transparent manner;
- Proactively engage with key stakeholders (particularly North Sydney Council) to identify issues that can be addressed before the SSDA is submitted;
- Demonstrate that Shore is a responsible and responsive School, committed to listening to the community and stakeholders;
- Create opportunities for the community and others stakeholders to provide comment and feedback on the project;
- To build support for the Project within the School community; and
- To enhance Shore's reputation within the community through effective and well-coordinated communication and engagement activities.

Communication and engagement activities have been implemented in two parts. In the first instance, communication involved providing information and/or opportunities for briefings with stakeholders who are most likely to have an interest in the Project. This included the Shore community, North Sydney Council, local members of Parliament (both State and Federal), community precinct groups, neighbours and local residents. The primary focus of this phase was to outline Shore's future plans for the site and the planning and assessment process, together with the opportunities for community and stakeholder input and comment throughout the project duration. Early engagement also assisted the project team to develop beneficial working relationships with stakeholders and help to identify potential issues.

The second phase of communication, incorporating a broader program of engagement and consultation, was implemented on receipt of the SEARs and was designed to support the preparation and lodgement of the SSDA. This phase included briefings, community information session(s) and mail outs, together with detailed project plans and various communication collateral.

The Project Consultation Schedule to end of May 2016 is attached at **Appendix A**.

2. Identified Stakeholders

Table 1 reports the identified stakeholder categories and their specific areas of interest relating to the Project.

Stakeholder	Area of Interest
Residents and property owners particularly in surrounding streets: William St, Hunter Cres, Blue St, Union St, Blues Point Rd	▪ Impact on local amenity ▪ Expansion of School grounds ▪ Expectation that there will be an increase in student numbers ▪ Impact on local traffic, access and parking ▪ Impact of future construction works (noise, dust, vibration, construction equipment) ▪ Consultation and opportunity for input and or provide feedback
Existing Tenants (3 x apartment buildings)	▪ Time frame for termination of current leases ▪ Date for vacating premises

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Stakeholder	Area of Interest
Local Precinct and community groups	- Impact on local amenity - Expansion of School grounds - Expectation that there will be an increase in student numbers - Local traffic, access and parking Impacts of future construction works (noise, dust, vibration, construction equipment) - Consultation and opportunity for input and or provide feedback
Business owners/operators, particularly along Blues Point Road, and Miller and Mount Streets; St Peter's Presbyterian Church, Blues Point Rd, North Sydney	- Impact on local traffic, access and parking - Impact of future construction works, disruption/impact on operation of business (noise, dust, vibration, construction equipment)
North Sydney Council	- Involvement in planning and assessment process - Concerns of local residents and community groups - Impact on local traffic, access and parking Impact of future construction works (noise, dust, vibration, construction equipment) - Community consultation - Public place and amenity - Compliance with local controls/standards
Department of Planning and Environment (DP&E)	Planning pathway
Roads and Maritime Services (RMS)	Traffic impacts, regulations and compliance
Sydney Trains	Impact on rail assets and corridor
Heritage Office	- Heritage impacts on the site - Heritage impacts on adjoining sites
Local members of Parliament (State and Federal)	- Planning pathway - Project overview and timing - Community consultation
SHORE School Council	- School aims and objectives - Appropriate project quality and delivery - Improvement in educational outcomes
SHORE Foundation	- Funding of the project - Improvement in educational outcomes

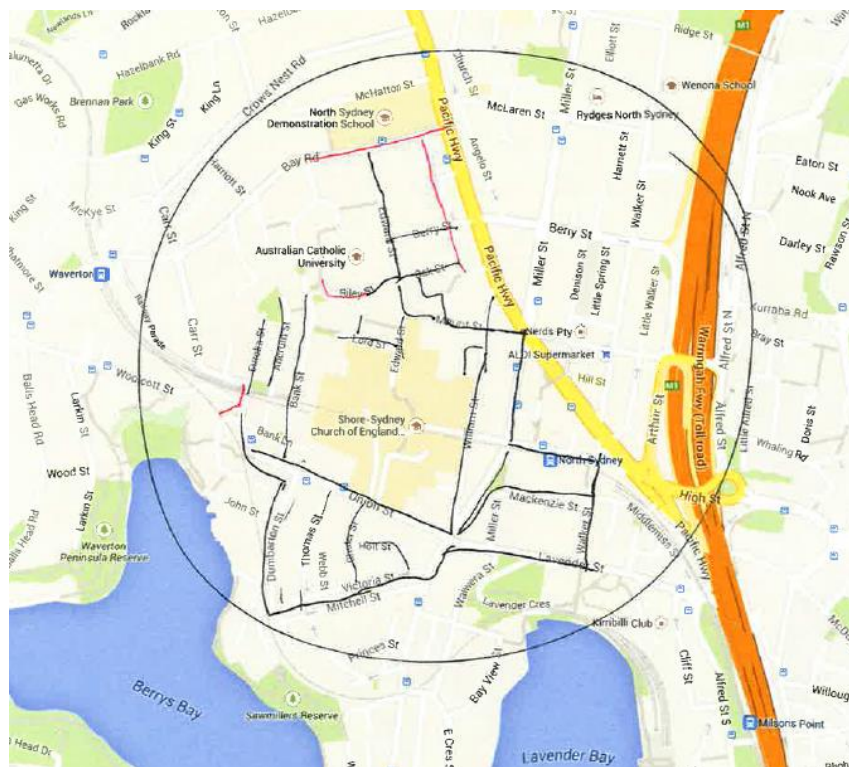
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Stakeholder	Area of Interest
	Community consultation
SHORE staff	- Access and relocation of facilities during construction period - Disruption to teaching activities during the construction period - Involvement in the project (input/ feedback on concepts)
Shore Old Boys Union	- Funding of the project - Appropriate project quality and delivery
Current Parents and guardians and students at SHORE	- Funding of the project - Improvement in educational outcomes - Appropriate project quality and delivery - Timing for completion

Table 1 - Stakeholder Matrix

2.1. Catchment map

A local resident notification area was established for the project and used to manage distribution of notification letters. The notification area was determined by the Bursar, taking into account local precinct boundaries. The extent of the letter box drop is shown in Figure 1. The over lined streets in Figure 1 below indicate the extent of the project letter box drops.



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3. Community Consultation Overview

The School commenced its consultation about the project with North Sydney Council on 28th November 2014 and on advice from North Sydney Council, commenced preliminary community consultation rounds in February 2015.

3.1. Consultation and Engagement Activities

- On 5 February 2015, Shore wrote to Jillian Skinner MP to advise of the School's intention to submit a future development application for the proposed development. A copy of the letter is attached at **Appendix B**.
- Shore met with the North Sydney Councillors on 21 February 2015. The purpose of the meeting was to discuss the overall concept design of the project and receive preliminary comments from the Councillors. The comments received focused on:
 - The potential for the facility to be used by community groups.
 - The ongoing consultation with Council and local residents throughout the Development Application and assessment process.
 - Key design principles for the project including heritage.

A copy of the meeting record is included at **Appendix C**.

- On 25 February 2015, Shore met with the local precinct groups. The purpose of the meeting was to discuss the proposed project and receive preliminary comments from the Precinct Chairs. The comments received focused on:
 - The potential for the facility to be used by community groups.
 - The ongoing consultation with Council and local residents throughout the Development Application & assessment process.
 - Key design principles for the project including the massing of the William St Façade.
 - No increase in student populations
 - The increase in internal car parking proposed in the development.

The meeting record is included at **Appendix D**.

- A letter box drop was conducted on 5 March 2015 to advise local residents of an open consultation session for the project on Saturday, 28 March 2015. A copy of the notice is attached at **Appendix E**. Despite an extensive letter box drop to more than 1,000 residents, only 3 residents attended the briefing. The discussion by the residents in attendance generally focused on the following items:
 - The potential for the facility to be used by community groups.
 - Traffic and parking impacts associated with internal and/or community uses.
 - The ongoing consultation with Council and local residents throughout the Development Application & assessment process.

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Massing of the William Street façade	William Street is an important frontage for the new facility and the intention is to deliver both a positive public domain outcome, and a positive expression for the School. An interesting form and a rich palette of materials and textures assist in breaking down the scale into a series of smaller components. Articulation is achieved along the street with a range of components including: ▪ Set back of the building 1m from William Street. ▪ Expressed structural columns ▪ The three projecting bays clad in bronze anodized screening ▪ The shell form roof vaulting ▪ The green wall of climbing plants at the interface with The BH Travers Stage 1 building ▪ The mixture of sandstone, face brick, metal cladding and glazing across the façade. The frontage will also be softened by trees and shrubs placed in the four recessed landscape zones located between the façade bays.
Increase in student population	This development is about improving the Schools facilities and providing greater flexibility in our teaching and learning environments. The project does not seek an increase in student numbers.
Traffic & parking impacts associated with new facility	The School has been proactive in addressing traffic concerns. For the SPEC Project a Transport and Accessibility Report, prepared by TTW Traffic, is submitted in support of the SSDA. As there will not be an increase in student numbers, additional traffic pressures on completion are not anticipated. The School has also recently implemented the following: ▪ Construction of a new onsite drop-off / pick-up facility for use in the morning and afternoon. A 'no right hand turn' from Union Street into the drop-off / pick-up during peak times is currently in place to ensure smooth traffic flows. ▪ A Green Travel Plan for Shore students and staff. ▪ A whole of school operation traffic management plan in consultation with North Sydney Council and Roads and Maritime Service. ▪ Additional school bus stops located in William Street to reduce congestion in Mount Street and surrounding road networks.

Table 2 - Response Matrix

3.3. Shore Project Website

Shore continue to be proactive in its community consultation and engagement strategy, particularly through a dedicated project page on the School website. Throughout the project, Shore will post project updates for the broader community.

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The dedicated URL for the project is <http://www.shore.nsw.edu.au/about/shore-facilities/stage2>.

4. Authority Stakeholder Consultation Overview

In response to the SEARs, Shore and the consultant team consulted with the following authorities:

4.1. North Sydney Council

Prior to the lodgement of the SEARs request, Shore and its project team met with Council planners George Youhunna and Stephen Beattie on 9 February 2016. The purpose of the meeting was to discuss the proposed development plans that were to be submitted to the Department of Planning & the Environment. The minutes of the meeting are attached at **Appendix I**.

Following receipt of the SEARs, email contact was made with the NSC Planning Department to arrange a follow up consultation. On request of NSC draft DA documents were issued for review so NSC could determine if further consultation was necessary. At the time of DA submission, no further correspondence from Council had been received. Refer to **Appendix J** for correspondence between EPM and NSC.

4.2. Transport for NSW and Sydney Metro Delivery Office

EPM made preliminary contact with Mark Ozinga, Manager – Land Use and Transport Planning, TfNSW, on Tuesday 5 April 2016 via a phone call and subsequently requested a meeting via email. The meeting was held on 28 April 2016 and was attended by Edmond Platon, Transport Planner, TfNSW, and Brendon Baker, Sydney Metro Delivery Office. No issues requiring amendment to the proposed development were identified and it was confirmed that TfNSW and Sydney Metro did not require any further consultation prior to the lodgement of the DA.

The minutes of the meeting are attached at **Appendix K**.

4.3. Sydney Trains

A meeting with Sydney Trains was held on 10 May 2016 and was attended by Graeme McLaren, Interface Manager External Projects. The discussion centred around the documentation to be submitted with the DA detailing impacts on the rail tunnel (if any). It was noted that the development does not encroach on the rail easement. No issues requiring amendment to the proposed development were identified and it was confirmed that Sydney Trains did not require any further consultation prior to lodgement of the DA, though it was noted that they could receive information prior.

The minutes of the meeting are attached at **Appendix L**.

4.4. Roads and Maritime Authority

On 4 May 2016, EPM sent an email to the Roads and Maritime Authority (RMS) regarding consultation on the SPEC Project. Following a phone call with Pahee Rathan, Senior Land Use Planner, RMS confirmed that they had no further comments on the development beyond the SEARs and no further consultation prior to submission of the DA was required.

A copy of the correspondence from RMS is attached at **Appendix M**.

5. Future Consultation

Shore will continue to inform and engage the community beyond the project approval. It is anticipated the following initiatives may be adopted:

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- Regular community updates in the lead up to and during construction will be provided via the dedicated project webpage.
- Quarterly activity reviews with the Precinct Chairs, during the construction phase.
- Establish and maintain a community comments register regarding the project.

These initiatives will support Shore in meeting one of its key objectives, to be a responsible and responsive School that is committed to listening to the community and stakeholders.

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6. Attachments

Attachment A – Project Consultation Schedule

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Project Revision History:

Date	Author	Rev. No.	Scope of Revision
07/06/16	NDA	A	For Inclusion in Consultation Report

No.	Date	Attendees	Venue	No of Attendees	Client and Project Team
1	28 November 2014	Mr W Wynn – General Manager, North Sydney Council	North Sydney Council		
2	21 February 2015	North Sydney Councillors: MaryAnn Beregi, Veronique Marchandea, Stephen Barbour	Graythwaite, Shore	3	Headmaster, Bursar and Project Coordinator
3	25 February 2015	Precinct Chairs: Warren Marsh, Angus Finney, Ian Curdie	Graythwaite, Shore	3	Headmaster, Bursar and Project Coordinator
4	25 March 2015	North Sydney Council Planners	North Sydney Council		Bursar and Project Team
5	28 March 2015	Shore Community	Playfair Hall, Shore	14	Headmaster and Project Team
6	31 March 2015	Residents	Graythwaite, Shore	3	Headmaster and Bursar
7	9 February 2016	North Sydney Council Planners	North Sydney Council	3	Bursar, epm Projects, Cox Richardson, Robinson Urban Planning
8	5 April 2016	E Platon – Transport for NSW B Baker – Sydney Metro Delivery Office	TfNSW Offices, Sydney	2	Bursar, epm Projects, Cox Richardson, TTW Traffic

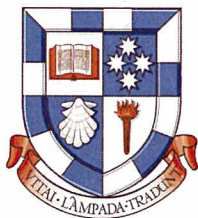
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Attachment B – Letter to Jillian Skinner, MP, 5 February 2015



SHORE

Sydney Church of England
Grammar School

ABN 60 352 822 184

5 February 2015

The Hon. Jillian Skinner, MP
State Member for North Shore
GPO Box 5341
SYDNEY NSW 2001

Dear Jillian,

RE: MAJOR BUILDING PROJECT

The Sydney Church of England Grammar School (Shore) is in the early phase of planning for a new multi-purpose academic and sports facility proposed to be located in the south west corner of our main North Sydney Senior School campus. The aim is to improve our current teaching and learning environments, bringing us closer to delivering on our objective to be the leading comprehensive school in Australia.

The School Council recently held a Design Ideas Competition and has subsequently appointed leading architectural firm Cox Richardson to assist in preparing plans for the new facility. The appointment of architects is the first step in a more detailed process that will start in early 2015. This will involve comprehensive investigations, community consultation and the preparation of a detailed concept plan, to support a future Development Application.

The School recognises the importance of consulting with all stakeholders from the start of this process and will be holding briefings and community information events in the near future to provide an opportunity for feedback on our plans.

As the State Member for North Shore the School welcomes the opportunity of keeping you informed of our plans. Should you be interested in a detailed briefing on our proposal, or would like further information please contact us on Ph: 9923 2277 at your earliest convenience.

Further information can also be found at our website:

<http://www.shore.nsw.edu.au/about/stage2>

Yours sincerely,

Mr S R Williams
Chairman

Dr T A Wright
Headmaster

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Attachment C – North Sydney Councillors Meeting Record, 21 February 2015

Meeting Record



Project: STAGE 2
Meeting: CONSULTATION - NORTH SYDNEY COUNCIL
Date: Saturday 21 Feb 2015 **Location:** Graythwaite – Council Room
Time: 10:30am

Attendees:

MaryAnn Beregi	Deputy Mayor Cr
Véronique Marchandean	Cr
Stephen Barbour	Cr
Dr Timothy Wright	Shore School (Headmaster)
Mrs Kathy Dickson	Shore School (Bursar)
Angus Gardner (AG)	Shore School (Projects Coordinator)

Apologies:

Jilly Gibson	Mayor
Sarah Burke	Cr
Virginia Bevan	Cr
Tony Carr	Cr
Michael Raymond	Cr
Melissa Clarke	Cr
Zoe Baker	Cr
Jeff Morris	Cr
Warwick Winn	General Manager

Circulation:

Internal + Cox & Robinson
Urban Planning

ITEM DESCRIPTION

1.1	The School invited all Councillors from North Sydney Council to a meeting at Graythwaite on 21 Feb 2015 to discuss its next major building project to be situated in the south east corner of the School.	Notes
1.2	Of the Councillors invited, Councillors MaryAnn Beregi, Véronique Marchandean and Stephen Barbour attended. The School was advised of the apology of the large majority of the balance of the Councillors on the morning of the meeting.	
1.3	The Headmaster outlined the need, vision and high level requirements of the project and presented to the Councillors in attendance some concept sketches prepared by Architects Cox Richardson for what this might look like.	
1.4	The Councillors in attendance were receptive and generally positive towards the proposed project.	
1.5	- Discussion between the School and the Councillors in attendance centred on the following key points: - The opportunity for Community usage of the facilities in which the School advised that in principal it would be receptive to accommodating this form of usage at times where School usage was not required. The details and mechanisms surrounding community usage were not discussed in any detail; - The School consulting with Council and the local residents in the process even though it would be a State Significant Project, assessed by the Department of Planning. The School noted that it considered it very important that Council and residents were aware and consulted throughout the process; and - The key design principles adopted by the School. In the discussions Councillor Véronique Marchandean suggested the School include some comments on how the heritage aspects of the School would be considered and addressed as part of the project.	
1.6	Following the discussion the Headmaster along with the Bursar and Projects Coordinator escorted the Councillors to the proposed project site area. Further explanation was provided in relation to how the project would be situated and massed in this area along with the inclusion of the three (3) Hunter Crescent Unit blocks.	
1.7	The meeting closed at 11:45am.	

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Attachment D – North Sydney Precinct Groups Meeting Record, 25 February 2015

Meeting Record



Project: **STAGE 2**
 Meeting: **CONSULTATION – PRECINCT GROUPS**
 Date: Wednesday 25 Feb 15 Location: Graythwaite – Council Room
 Time: 6:30pm

Attendees:		Apologies:	
Warren Marsh	Chair – Union	Robert Stitt	Chair – Lavender Bay
Angus Finney	Chair – Edward		
Ian Curdie	Secretary – Lavender Bay		
Dr Timothy Wright	Shore School (Headmaster)		
Mrs Kathy Dickson	Shore School (Bursar)		
Angus Gardner (AG)	Shore School (Projects Coordinator)		
		Circulation:	Internal + Cox & Robinson Urban Planning

ITEM	DESCRIPTION	
1.1	The School invited the Chair persons from the Union, Edward and Lavender Bay precincts to a meeting at Graythwaite on 25 Feb 2015 to discuss its next major building project to be situated in the south east corner of the School.	Notes
1.2	The Headmaster outlined the need, vision and high level requirements of the project and presented to the precinct representatives in attendance some concept sketches prepared by Architects Cox Richardson for what this might look like.	
1.3	The precinct representatives in attendance were receptive and generally positive towards the proposed project.	
1.4	- Discussion between the School and the precinct representatives in attendance centred on the following key points: - The opportunity for Community usage of the facilities in which the School advised that in principal it would be receptive to accommodating this form of usage at times where School usage was not required. The details and mechanisms surrounding community usage were not discussed in any detail; - The School consulting with Council and the local residents in the process even though it would be a State Significant Project, assessed by the Department of Planning. The School noted that it considered it very important that Council and residents were aware and consulted throughout the process; and - The key design principles adopted by the School including concerns raised by the Chair of Edward St precinct in relation to the William St façade and the massing of the project towards William St. - The School would not be increasing its student population and therefore the traffic and parking that would be generated by the project and impact on the surrounding street network should be minimal. Both the Union and Lavender Bay precinct representatives supported the School in its proposal to provide additional internal car parking. This proposal was not supported by the Chair of the Edward St precinct who maintained that cars should not be encouraged into the North Sydney area.	
1.7	The School advised the precinct representatives that a letter box drop had been arranged to residents within the precinct areas detailing the project and inviting them to an open information night scheduled for 9am on Saturday 28 March 2015. The extent of the letterbox drop was discussed with each of the precinct Chairs and undertaken as per the attached mark-up.	
1.8	The School discussed with the Chair of the Edward St precinct the opportunity of	

1.9	increasing the usage of the pick-up drop off facility constructed as part of the Graythwaite project to alleviate traffic pressures in Edward St. The School advised that they would review current arrangements to meet this request. • The meeting closed at 8:00pm	
2.0	• Post meeting notes: • Extract from Union Precinct (4 March 2015 Minutes) <i>Item SHORE School - The chair also recently attended a meeting with SHORE and Lavender Bay and Edward precincts where preliminary sketches for the next stage of development which is not Stage 2 or 3 as per the original timetable but an expansion of the gymnasium and indoor pool. The new and expanded buildings will require demolition of 3 storey flats on Hunter Crescent and will affect the flats on William St all owned by SHORE. The aim is to focus senior school activities on that side of the school grounds and there are no plans currently to increase student numbers. SHORE intends to invite local residents to a meeting on March 28 to outline the proposals. NB this development is over \$30million and approval will therefore be considered by the Planning Assessment Commission (State Govt) and not NSC. Local residents can still appear before the commission to express concerns. The "Kiss and Drop" system is operating although many parents continue to use Edward St.</i> • Extract from Lavender Bay Precinct (26 March 2015 Minutes) <i>Item 15. ANY OTHER BUSINESS Shore School: MAJOR BUILDING PROJECT-STAGE 2 This project concerns a multi-purpose academic and sports facility. Shore School will conduct an open consultation night in the Smith Auditorium on Tuesday 31 March 2015 at 7pm. Those interested in attending should follow the online booking details at http://www.shore.nsw.edu.au/about/stage2</i>	

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Attachment E – Notice of Community Meeting, 5 March 2015



SHORE

Sydney Church of England
Grammar School

ABN 60 352 822 184

5 March 2015

Dear Local Resident,

RE: PRELIMINARY PLANNING - BUILDING PROJECT

The Sydney Church of England Grammar School (Shore) is in the early phase of planning for a new multi-purpose academic and sports facility proposed to be located in the south west corner of our main North Sydney Senior School campus. The aim is to improve our current teaching and learning environments, bringing us closer to delivering on our objective to be the leading comprehensive school in Australia.

The School Council recently held a Design Ideas Competition and has subsequently appointed leading architectural firm Cox Richardson to assist in preparing plans for the new facility. The appointment of architects is the first step in a more detailed process that will start in early 2015. This will involve comprehensive investigations, community consultation and the preparation of a detailed concept plan, to support a future Development Application.

The School recognises the importance of consulting with our local residents and the community from the start of this process. To this end we are committed to keeping you updated about our plans.

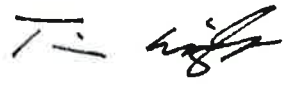
To date the School has met with North Sydney Council and Precinct Chairs to brief them on the project and has organised an open consultation morning for the community on **Saturday 28 March 2015 at 9am**. Should you be interested in attending please follow the online booking details at <http://www.shore.nsw.edu.au/about/stage2>.

Also contained on the website is further information via "frequently asked questions" and the ability to register your interest to receive regular email updates about this project.

Yours sincerely,



Mr S R Williams
Chairman



Dr T A Wright
Headmaster

EC1512 Shore Physical Education Centre	Document No.	P07-TEM-010
	Effective Date	27/06/2016
	Version Date	27/05/2016
	Version No.	1.01
Consultation Summary Report		



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Attachment F – Community Consultation Session - Meeting Record, 28 March 2015

Meeting Record



Project: STAGE 2
Meeting: CONSULTATION – LOCAL RESIDENTS
Date: Saturday 28 Mar 2015 **Location:** Graythwaite – Council Room
Time: 9:00am

Attendees:

Amanda Newton	Local Resident
Geoff McWilliam	Local Resident
Caroline Thornton	Local Resident
Dr Timothy Wright	Shore School (Headmaster)
Mrs Kathy Dickson	Shore School (Bursar)

Apologies:

Angus Gardner	Shore School (Projects Coordinator)
---------------	-------------------------------------

Circulation:

Internal + Cox & Robinson
Urban Planning

ITEM DESCRIPTION

1.1	The School invited all residents from the local community within North Sydney to a meeting at Graythwaite on 28 Mar 2015 to discuss its next major building project to be situated in the south east corner of the School.	Notes
1.2	The Headmaster outlined the need, vision and high level requirements of the project and presented to the Councillors in attendance some concept sketches prepared by Architects Cox Richardson for what this might look like.	
1.3	The residents in attendance were receptive and generally positive towards the proposed project.	
1.4	- Discussion between the School and the residents in attendance centred on the following key points: - The opportunity for Community usage of the facilities in which the School advised that in principal it would be receptive to accommodating this form of usage at times where School usage was not required. The details and mechanisms surrounding community usage were not discussed in any detail; - The traffic and parking impacts associated with any community or internal use. - The School consulting with Council and the local residents in the process even though it would be a State Significant Project, assessed by the Department of Planning. The School noted that it considered it very important that Council and residents were aware and consulted throughout the process; and - William St Façade and its visual and aesthetic impact and the priority to appropriately consider this element.	

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Attachment G – Notice of Community Meeting, 31 March 2016



SHORE

Blue Street North Sydney
PO Box 1221
North Sydney NSW 2059
Telephone 02 9956 1101
www.shore.nsw.edu.au
headmaster@shore.nsw.edu.au
ABN 60 352 822 184
CRICOS 00772M

From the Headmaster

Invitation to a Community Meeting

The School is completing design documentation as outlined in the Secretary's environmental assessment requirements (SEARs) for the development application to the NSW Department of Planning for the Shore Physical Education Centre. Before we finalise our documentation for the submission, we wish to invite you to a consultation meeting with the project team.

Wednesday 27 April 2016
6.30pm to 7.30pm

Playfair Hall
Entry via Blue Street

Your participation is welcomed and Shore encourages you to attend to ensure you are up to date with our latest plans and to address any questions you may have about the project.

Please confirm your attendance to Ms M Mullins at projects@shore.nsw.edu.au

The SEARs application and response from the Department can be found at
http://majorprojects.planning.nsw.gov.au/index.pl?action=view_job&job_id=7507

Dr T A Wright
Headmaster

Mr S R Williams
Chairman

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Attachment H – Community Consultation Session - Meeting Record, 27 April 2016

Meeting Record



Project: SHORE PHYSICAL EDUCATION CENTRE
Meeting: CONSULTATION – COMMUNITY
Date: Wednesday 27 April 2016 **Location:** Playfair
Time: 6:30pm

Speakers

Shore - **Dr Timothy Wright** – Headmaster (HM)
Shore - **Mr Rod Morrison** - Deputy Headmaster (RM)
Cox Richardson - **Russell Lee** - Architect (RL)
Robinson Urban Planning - **Sandra Robinson** - Urban Planner (SR)
Erbas - **Paul Angus** – Traffic consultant (PA)

Attendees: As listed

HM opened the meeting at 6.30pm and advised approx. 50 guests that the purpose of the meeting was to bring them up to date with progress on the Shore Physical Education Centre project. This would consist of the reasoning behind the project and a presentation on concept designs.

He explained that community consultation had begun approximately 18mths ago. Two key concerns previously raised had been taken into account with the design

- Reduction in height of the building
- Set back of street frontages from the boundary

He explained that there would be an opportunity to ask questions with roving microphones provided, after the formal presentation. If there were any questions that could not be answered they this would be communicated to the Bursar and the School would respond to the person directly. Notes would be taken of questions and FAQ's would be made publicly available on the project website. There would also be project display boards in the foyer to peruse after the meeting.

RM addressed the meeting and explained that he had led the design in conjunction with the Bursar and Rev Stuart Holman (Chairman of the Shore Building Committee). The essential element of the project was the replacement of existing facilities which were over 40 years old and not meeting the educational needs of students and staff.

There has also been a need in order to deliver best practice in education to reduce class sizes which has a resulted in the need to provide more classrooms although the overall student numbers have not changed.

The project will consist of 3 basketball courts, a 50m indoor swimming pool and several classrooms. This will replace the existing gym and weights room, basketball court, and outdoor swimming pool. A design competition was undertaken in 2014/15 and Cox Richardson was selected as the architect having the design that best met the School's needs.

RM spoke to a digital presentation showing plans, elevations, and concept sketches.

Cox Richardson:

RL explained that the design complemented the rest of the School and the local area with a continuation of form. For example – sandstone, red brick features, glass and bronze. The SPEC had been setback further from the boundary in William St and this allowed an interesting softening of the façade with cut outs, green elements etc.

Erbas:

PA explained that there would be 2 areas for parking:

- Hunter St for service vehicle access
- Union St (Bishopsgate car park) for other parking

The other drop off and pick up and parking areas of the School would remain.

A review of the traffic flows at nearby intersections indicated that flows were adequate at peak periods. There would be no additional students or staff. Therefore no additional traffic was expected resulting from the project. In addition, extra parking would be added taking pressure off street parking in surrounding streets.

Robinson Urban Planning:

SR explained that all information relating to the project was publicly available on the Shore website with a link provided to information of the Department of Environment and Planning website. An Environmental Impact Statement (EIS) was being prepared for lodgement and this may take up to 12 months for the Department to assess. This would include further consultation rounds with the community, North Sydney Council, and various State agencies.

The presentation concluded and the following questions were raised:

Q1 – I note that this is a State significant development, please explain the approval process.

SR – projects greater than \$30M in value are not approved by local Councils, but are submitted to the Department for approval. North Sydney Council is a stakeholder in this process and does have the opportunity to respond to the submission.

HM – The School however, has already consulted with North Sydney Council on a number of issues related to the project.

Q2 – Will North Sydney Council have a hard copy of the project on display?

SR – The Department now requires that all documents are provided online for greater transparency.

Q2 Will the School provide residents with a hard copy of the project?

HM – The School is not in a position to control what North Sydney Council put on display, did however they would be encouraged to house the project model at the Council chambers during the consultation period..

Q3 – When will the project commence?

SR – The EIS would be lodged next month however it could take up to 12 months to be determined.

RM – Ideally the school would like to commence early works, including demolition, in December 2016.

Q4 – How long before the School would need to carry out major works again in this area?

RM - No plans to increase the student capacity of the school.

RL - This development should last for 50years.

HM – The Senior School had several old buildings pre 1960's and there would be an ongoing need to gradually refurbish and replenish these areas over the next 10 to 15yrs.

Q5 – The design looked beautiful and it was great to see the modern buildings complementing the rest of the school and the local community. Given the constraints on site, are there any plans to increase the height of this project?

RM – explained that there were no plans to raise the height of the buildings. It had been designed to fit up against the library so that it was low profile and not affect existing views from the Library of Chapel lawn.

SR – explained that North Sydney Council DCP would not permit much more height in any case.

HM – explained that the School had consciously decided to limit the student numbers to the current size based on best practice to optimise educational outcomes. This was an educational decision.

Q6 – When will the project be completed?

HM – Optimum time for completion would be Term 2, 2019.

Q7 – Concern about accessible rooftop access.

RM – explained that there would be some rooftop access however this would not obstruct views.

Q8 – If there is to be loud construction noise, would this be communicated regularly to residents to reduce any concerns about source of noise?

HM – could not give written guarantees however the project management team would be very conscious of being courteous and considerate of neighbours.

Q9 – Has any consideration been given in moving buses be moved from Mount St?

HM – 50% of afternoon buses to sport have already been moved to William St, however Mount St buses will still be required. Mount St buses are required mainly for Sport and Excursions etc.

RM – Once the SPEC is complete bus movements will reduce slightly as basketballers will not need to be bused elsewhere to train.

Q10 – Can there be a restriction on senior students driving to school?

HM - emphasised that the School encourages students to use public transport, and most do so, however the School cannot force parents not to drop off and pick up their children in locations. The School also cannot stop senior students from driving to School.

Q11 – Won't there be some car parking lost with the new Centre?

RM -A few spaces will be lost however there will be a net increase of 55 spaces in the 2 level car park at Bishopsgate that has been included in this project.

RM went on to explain that the new classrooms would be flexible spaces with movable walls and break out areas. This was in line with a concept known as Learning Neighbourhoods.

Q12 - What will be the configuration of the courtyard?

RM -The courtyard area next to the Library was currently underutilised and would also be reconfigured with landscaping and would also become a breakout area with seating as well as a thoroughfare.

Conclusion

HM – invited any attendees with private questions to ask them after the presentation and consultation presenters would be available to answer them individually. He emphasised that the School wanted to provide as much information as possible to the community.

HM also mentioned that other community sporting groups (e.g. North Sydney Basketball and Gymnastics groups) had been consulted about the use of the Centre. This is in line with the current policy of supporting the local community with after-hours use of the current facility and auditorium. The external access to be developed in Hunter St would make the community use easier.

Dr Wright thanked everyone for coming to the presentation and invited them to refreshments.

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Attachment I – Minutes of NSC Meeting, 9 February 2016

Nicholas D'Ambrosio

From: Nicholas D'Ambrosio
Sent: Saturday, 13 February 2016 12:48 PM
To: 'Kathy Dickson'; Russell Lee; 'Sandra Robinson'
Cc: Stephen Welsh; Jordan Graham; meg.chute@cox.com.au; Alex Small; projects+EC1512@intranet.epmprojects.com.au; Shore Projects
Subject: Notes from Meeting with North Sydney Council

Hi All,

My notes from the meeting are reproduced below, for your information. Let me know if you have any further comments.

Date: 2:00pm, Tuesday 9 February 2016
Location: NSC Chambers
Purpose: Discuss proposed development plans for Shore School with Council Planning Department prior to lodgement of SEARs
Attendees: George Yohunna (GY), Stephen Beattie (SB), & <NSC Lady> (Apologies, I didn't quite catch the ladies' name) - NSC
Kathy Dickson (KD), Sandra Robinson (SR), Russell Lee (RL), Nick D'Ambrosio (ND) – Shore & Consultants

Minutes:

1. SR explained general premise of the project to NSC:
 - a. Replacement of existing pool & gym.
 - b. Community use will be the subject of discussions post-consent with NSC.
2. RL talked through the architectural drawing package.
 - a. Requested NSC on view corridors that should be included in application.
 - b. The meeting discussed the height standards and architectural devices for reducing visual impact.
3. GK queried whether Shore had considered a green roof.
 - a. RL – to be reviewed in the detailed design review, however, Shore is interested in incorporating into the project.
4. SB noted that the existing auditorium on site and queried its size.
 - a. KD – existing facility is not large enough for the larger assemblies and functions. Shore currently erect a marquee each year to cover end of year assembly.
5. SR noted that the existing DA is activated, however it is not being pursued. The previously approved heights are shown in red on the elevations and sections.
6. SR noted that the railway tunnel easement limits the excavation depth and the proposal is as low as possible.
7. SB noted alignment of new metro will not affect Shore. It runs under Millar St.
8. SR queried NSC's position on the onsite parking. The meeting discussed the number of additional parks that form part of the proposal.
 - a. SB advised that the traffic report should present logical arguments in support.
 - i. Proposal takes parking off the street for staff during weekdays.
 - ii. Facilitates Saturday sport parking. KD noted that basketball teams have increased from 20 to 44 teams since the construction of the existing Bishopsgate Car Park.
9. SR noted that the application is to be lodged with the Department. And queried the review process at NSC.
 - a. SB noted that it would be managed in Planning under delegation, with no requirement to go before Council.
 - b. NSC will check the project for 'design excellence'.

10. Shore offered to take NSC on a site tour once the SEARs application has been lodged.
11. SB noted that the major issued will be height – the project is over the 12m height datum. This issue should be clearly addressed.
12. SR queried whether a model was useful, or if NSC had a scale model of the LGA.
 - a. SB noted that a model would be useful and that NSC would offer to house the model during the exhibition period. He noted that as the consent process was run by the Department, NSC had no specific requirements.
 - b. SB noted an accessible 3D model online would be useful.
13. SR advised that Shore would advise the Precinct Chairs of the pending lodgement of the SEARs application and will engage with the community throughout the consent process.
14. <NSC lady> requested that the perspectives be revised to show building from street level. In particular, she requested a view from the bottom of William Street.
15. SB advised that he would facilitate a meeting to discuss the potential for community access in the future, in response to the recent NSC Recreational Needs Report.
16. Meeting Concluded.

Yours sincerely,
epm Projects Pty Ltd
Nicholas D'Ambrosio
 Senior Project Manager

Website: www.epmprojects.com.au

Mobile: (0404) 694 207

Direct Line: (02) 9452 8319

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Attachment J – Correspondence with NSC

Nicholas D'Ambrosio

From: Nicholas D'Ambrosio
Sent: Wednesday, 25 May 2016 3:40 PM
To: 'George Youhanna'; 'Stephen Beattie'
Cc: 'Sandra Robinson'; Jordan Graham; 'epm Project Email - Shore'; 'bursar@shore.nsw.edu.au'; 'Alex Small'; 'Russell Lee'; 'Brad Stafford'
Subject: RE: Shore School - SSD 16_7507

Hi George,

Just checking in to see if you had any comments on the drawings I issued to you last week? Give me a call if you wish to discuss.

Yours sincerely,
epm Projects Pty Ltd
Nicholas D'Ambrosio
Senior Project Manager

Website: www.epmprojects.com.au

Mobile: (0404) 694 207

Direct Line: (02) 9452 8319

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##-##-##

From: Nicholas D'Ambrosio
Sent: Tuesday, 17 May 2016 5:14 PM
To: 'George Youhanna' <George.Youhanna@northsydney.nsw.gov.au>; Stephen Beattie <Stephen.Beattie@northsydney.nsw.gov.au>
Cc: Sandra Robinson <sandra@robinsonplanning.com.au>; Jordan Graham <jgraham@epmprojects.com.au>; epm Project Email - Shore <projects+EC1512@intranet.epmprojects.com.au>; 'bursar@shore.nsw.edu.au' <bursar@shore.nsw.edu.au>; Alex Small <Alex.Small@cox.com.au>; Russell Lee <Russell.Lee@cox.com.au>; Brad Stafford <Brad.Stafford@northsydney.nsw.gov.au>
Subject: RE: Shore School - SSD 16_7507

Hi George,

Apologies for the delay in getting back to you. Please follow the link below to access the draft Architectural drawings for your review.

<https://www.dropbox.com/s/ydhhd7qg9dm3dhb/PDF%20%2826%29.zip?dl=0>

The development remains generally consistent with the SEARs application. Some areas that have been amended include:

- Southern Deck at the basketball court level has been closed in to create additional storage.
- Review of access requirements introduced a second lift at the northern end of the building.
- Intended external finishes board included
- Revised solution for the drop-off/pickup zone on the internal driveway to increase student safety.

Can you please review and advise if you think another consultation is required?

Let me know if you need any further information

Yours sincerely,
epm Projects Pty Ltd
Nicholas D'Ambrosio
Senior Project Manager

Website: www.epmprojects.com.au

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##-##-##

From: George Youhanna [<mailto:George.Youhanna@northsydney.nsw.gov.au>]

Sent: Thursday, 14 April 2016 9:43 AM

To: Nicholas D'Ambrosio <ndambrosio@epmprojects.com.au>; Stephen Beattie <Stephen.Beattie@northsydney.nsw.gov.au>

Cc: Sandra Robinson <sandra@robinsonplanning.com.au>; Jordan Graham <jgraham@epmprojects.com.au>; epm Project Email - Shore <projects+EC1512@intranet.epmprojects.com.au>; 'bursar@shore.nsw.edu.au' <bursar@shore.nsw.edu.au>; Alex Small <Alex.Small@cox.com.au>; Russell Lee <Russell.Lee@cox.com.au>; Brad Stafford <Brad.Stafford@northsydney.nsw.gov.au>

Subject: RE: Shore School - SSD 16_7507

Hi Nicholas,

Just confirming our discussion yesterday - would you please forward a package to Council with the latest proposal details. After reviewing the information we will be better placed to arrange any further consultation if necessary.

Regards,
George

George Youhanna
Executive Planner

P +61 2 9936 8379

E council@northsydney.nsw.gov.au



www.northsydney.nsw.gov.au



From: Nicholas D'Ambrosio [<mailto:ndambrosio@epmprojects.com.au>]

Sent: Tuesday, 5 April 2016 8:38 PM

To: Stephen Beattie <Stephen.Beattie@northsydney.nsw.gov.au>; George Youhanna <George.Youhanna@northsydney.nsw.gov.au>

Cc: Sandra Robinson <sandra@robinsonplanning.com.au>; Jordan Graham <jgraham@epmprojects.com.au>; epm Project Email - Shore <projects+EC1512@intranet.epmprojects.com.au>; 'bursar@shore.nsw.edu.au' <bursar@shore.nsw.edu.au>; Alex Small <Alex.Small@cox.com.au>; Russell Lee <Russell.Lee@cox.com.au>; Brad Stafford <Brad.Stafford@northsydney.nsw.gov.au>

Subject: RE: Shore School - SSD 16_7507

Thanks Stephen,

Appreciate the prompt response.

George,

I thought it might be useful if we conduct a meeting with the other authorities to discuss key issues that the School will need to address in the Development Application. At this stage this includes:

- Transport for NSW;
- Sydney Trains;
- Sydney Metro Delivery Office; and
- Roads and Maritime Services

I've made contact with Mark Ozinga at Transport for NSW, who is assisting me to contact the other authorities. I have proposed Thursday 14 April 2016 to meet at the School. We could also conduct a site walk if required also. We have not yet confirmed a time. Would you and Brad be able to attend?

I look forward to hearing from you over the course of the next few days.

Yours sincerely,
epm Projects Pty Ltd
Nicholas D'Ambrosio
Senior Project Manager

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##-##-##

From: Stephen Beattie [<mailto:Stephen.Beattie@northsydney.nsw.gov.au>]

Sent: Tuesday, 5 April 2016 2:03 PM

To: Nicholas D'Ambrosio <ndambrosio@epmprojects.com.au>; George Youhanna <George.Youhanna@northsydney.nsw.gov.au>

Cc: Sandra Robinson <sandra@robinsonplanning.com.au>; Jordan Graham <jgraham@epmprojects.com.au>; epm Project Email - Shore <projects+EC1512@intranet.epmprojects.com.au>; 'bursar@shore.nsw.edu.au' <bursar@shore.nsw.edu.au>; Alex Small <Alex.Small@cox.com.au>; Russell Lee <Russell.Lee@cox.com.au>; Brad Stafford <Brad.Stafford@northsydney.nsw.gov.au>

Subject: RE: Shore School - SSD 16_7507

Hi Nicholas,

Our contact in Transport for the Metro is:

Paul Grennan - Paul.Grennan@transport.nsw.gov.au

I will leave it to George to arrange a meeting to discuss your progress on this project next week. We will have our internal Metro Coordinator, Brad Stafford along to this meeting as well.

Kind Regards

From: Nicholas D'Ambrosio [<mailto:ndambrosio@epmprojects.com.au>]

Sent: Tuesday, 5 April 2016 1:27 PM

To: Stephen Beattie <Stephen.Beattie@northsydney.nsw.gov.au>; George Youhanna <George.Youhanna@northsydney.nsw.gov.au>

Cc: Sandra Robinson <sandra@robinsonplanning.com.au>; Jordan Graham <jgraham@epmprojects.com.au>; epm Project Email - Shore <projects+EC1512@intranet.epmprojects.com.au>; 'bursar@shore.nsw.edu.au' <bursar@shore.nsw.edu.au>; Alex Small <Alex.Small@cox.com.au>; Russell Lee <Russell.Lee@cox.com.au>

Subject: Shore School - SSD 16_7507

Hi Stephen & George,

Trust you are both well.

As part of the SEARs we are required to consult with a number of organisations, including Council. Could you please assist me in providing contact at the Sydney Metro Delivery Office? We discussed the alignment of the tunnel in our meeting back in February 2015, so thought you would have previously had contact with them.

In terms of consulting with the Council further, can I suggest that we schedule a meeting for next week to discuss any further issues above those that you raised in our February meeting?

Happy to discuss over the phone – give me a call on my mobile.

Yours sincerely,
epm Projects Pty Ltd
Nicholas D'Ambrosio
Senior Project Manager

Website: www.epmprojects.com.au

Mobile: (0404) 694 207

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EC1512 Shore Physical Education Centre	Document No.	P07-TEM-010
	Effective Date	27/06/2016
	Version Date	27/05/2016
	Version No.	1.01
Consultation Summary Report		



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Attachment K – Minutes of TfNSW Meeting, 28 April 2016

EC1512 Shore Physical Education Centre Transport for NSW Consultation Project Meeting Minutes	Document No.	P07-TEM-007
	Effective Date	17/06/2013
	Version Date	10/04/2016
	Version No.	1.07



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Project Revision History:

Date	Author	Rev. No.	Scope of Revision
11/05/16	NDA	A	For Circulation to Attendees
12/05/16	NDA	B	E Platon Comments incorporated

Meeting Details

Meeting No.	01
Date & Time:	8:35am, 4 May 2016
Location:	TfNSW Offices, 12 Castlereagh Street, Sydney
Purpose:	To consult with Transport for NSW regarding the proposed Shore Physical Education Centre in order to identify any issues relating to Transport for NSW infrastructure and the proposed Sydney Metro.

Attendance

Y = Attended

P = Part Meeting

A = Apology

N = No Attendance or Advice

C = Copy Information Only

Attendance	Name	Init	Organisation	Init
Y	Brendan Baker	BB	Sydney Metro Delivery Office	SM
Y	Edmond Platon	EP	Transport for NSW	TfNSW
Y	Kathy Dickson	KD	Shore School	SS
Y	Nicholas D'Ambrosio	ND	epm Projects Pty Ltd	EPM
Y	Alex Small	AS	Cox Richardson	COX
Y	Paul Yannoulatos	PY	TTW Traffic	TTW

EC1512 Shore Physical Education Centre Transport for NSW Consultation Project Meeting Minutes	Document No.	P07-TEM-007
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	Version Date	10/04/2016
	Version No.	1.07



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Action Points

Ref	Description	Resp	Target Date	Resolution / Progress	Date Closed
1	Welcome & Introductions				
1.1	Meeting was opened at 8:35am	Note	-		-
2	Project Briefing				
2.1	AS tabled the draft DA documentation and presented the proposed development. It was noted that the building envelope sits above the North Sydney Rail Tunnel.	Note	-		04/05/16
2.2	PY discussed the traffic and parking considerations. He noted: - The proposal did not intend to increase student numbers or usage. - The existing intersections showed good operation and this was expected to continue.	Note	-		04/05/16
3	TfNSW comments on the Development				
3.1	EP queried what the peak demand activities and special events were. KD noted that the School Speech Day is the largest event held on campus. This is currently being held in a marquee erected on an oval and overflow parking provided as required. Other key activities will be careers night (current activity) and Basketball home games on Saturday (currently held). EP identified that the DA Traffic Report should discuss peak activities and any effect on the transport network.	- TTW	- 13/05/16	TTW to include discussion on Speech Day in traffic report for submission with Development Application.	04/05/16
3.2	EP queried the existing bus and coach services to the campus and whether any changes would be required.	TTW	13/05/16	TTW to include bus and coach services in traffic report for submission with Development Application.	

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Ref	Description	Resp	Target Date	Resolution / Progress	Date Closed
	KD noted that the school does not have any routed special services and this proposal would not require any amendment to that. KD discussed the use of coaches to take students offsite for after school activities. The coaches historically were loaded in Mount Street, however, the Graythwaite approval moved some buses to William Street. KD noted that additional bus bays in William Street would assist in distributing coaches in the afternoon.				
3.3	EP advised that consultation with Sydney Trains is recommended (Post Meeting Note: Shore are meeting with Sydney Trains on Thursday 12 May 2016)	EPM	27/05/16	EPM to arrange a meeting with Sydney Trains	12/05/16
3.4	EP noted that he had no further comments on the development.	Note	-		04/05/16
4	Project relationship to the Sydney Metro				
4.1	BB tabled the Metro Corridor Map. It was determined that the corridor lies beneath the project site, however it is below the existing rail tunnel and, therefore, at a significant depth at this point. BB commented that he does not expect any additional implications beyond the project's interaction with the Sydney Trains Easement.	Note	-		04/05/16
4.2	BB noted that the Sydney Metro Environmental Impact Statement will be publicly available at the end of May 2016.	Note	-		04/05/16
4.3	ND queried the following SEARs item:	EPM	27/05/16	EPM to inform Robinson Urban Planning of discussion and advise response for the purpose of the Environmental Impact Statement.	

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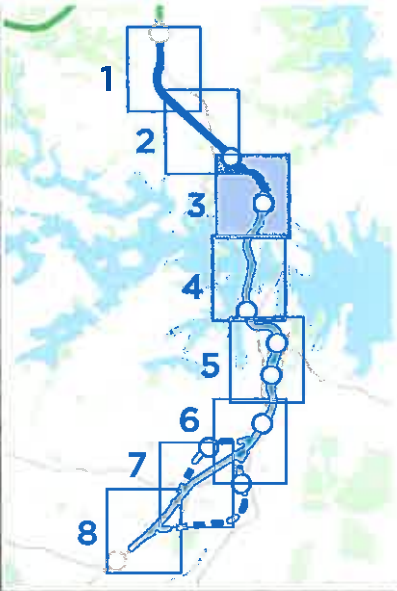
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Ref	Description	Resp	Target Date	Resolution / Progress	Date Closed
	<u>Details of likely effect of the proposal on the proposed Sydney Metro City & Southwest rail corridor in consultation with Sydney Metro Delivery Office on, but not limited to::</u> <u>the practicability and cost of carrying out rail expansion projects on the land in the future;</u> <u>the structural integrity or safety of, or ability to operate, such rail projects; and</u> <u>the land acquisition costs and costs of construction, operation or maintenance of such projects.</u> BB suggested that the depth and alignment of the corridor in relation to the site means that he would be comfortable if the EIS noted that there was no effect on these items.				
5	Other Business				
5.1	BB queried the approximate construction timeframe. ND noted that we are currently expecting to start on site at the end of Q1 2017. EP noted that RMS may be interested in construction impacts. (Post Meeting Note: RMS have advised that they have no further requirements beyond those specified in the SEARs)	Note	-		04/05/16
5.2	The meeting attendees agreed that no follow up consultation was required by TfNSW prior to lodgement of the Development Application.	Note	-		04/05/16

Nicholas D'Ambrosio
Senior Project Manager
epm Projects Pty Ltd

TABLED 04/05/16
By B. Baker.



Corridor Map 3

EC1512 Shore Physical Education Centre	Document No.	P07-TEM-010
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	Version Date	27/05/2016
	Version No.	1.01
Consultation Summary Report		



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Attachment L – Minutes of Sydney Trains Meeting, 10 May 2016

EC1512 Shore Physical Education Centre Sydney Trains Consultation Project Meeting Minutes	Document No.	P07-TEM-007
	Effective Date	17/06/2013
	Version Date	10/04/2016
	Version No.	1.07



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Project Revision History:

Date	Author	Rev. No.	Scope of Revision
17/05/16	NDA	A	For Circulation to Attendees

Meeting Details

Meeting No.	01
Date & Time:	10:10 am, 10 May 2016
Location:	Sydney Trains Offices, 36 George Street, Burwood
Purpose:	To consult with Sydney Trains regarding the proposed Shore Physical Education Centre in order to identify any issues relating to Sydney Trains infrastructure and, in particular, the North Sydney Rail Tunnel.

Attendance

Y = Attended

P = Part Meeting

A = Apology

N = No Attendance or Advice

C = Copy Information Only

Attendance	Name	Init	Organisation	Init
Y	Graham McLaren	GM	Sydney Trains	GM
Y	Kathy Dickson	KD	Shore School	SS
Y	Nicholas D'Ambrosio	ND	epm Projects Pty Ltd	EPM
Y	Paul Stubbs	PS	JK Geotechnics	JK
Y	Woodie Theunissen	WT	JK Geotechnics	JK

EC1512 Shore Physical Education Centre Sydney Trains Consultation Project Meeting Minutes	Document No.	P07-TEM-007
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Action Points

Ref	Description	Resp	Target Date	Resolution / Progress	Date Closed
1	Welcome & Introductions				
1.1	Meeting was opened at 10:10am	Note	-		-
2	Project Briefing				
2.1	ND tabled the draft DA documentation and presented the proposed development. It was noted that the building envelope sits outside of the North Sydney Rail Tunnel Easement.	Note	-		10/05/16
2.2	GM requested that the DA include the following documents: - Survey showing that the development lies outside of the easement. - Structural foundation loads imposed by the development. - Geotechnical report on effect of structural loading.	JK TTW	-	EPM to coordinate with JK & TTW for the provision of the required documentation with the DA. Survey has been completed.	
2.3	GM noted that he was the key contact for the project at Sydney Trains and would distribute the documentation to internal stakeholders as required. Tunnel Inspection requests are also to be submitted to GM.	Note	-		10/05/16
3	Project Relationship to the North Sydney Tunnel & Easement				
3.1	WT queried what level of information is available on the Tunnel, including its condition and lining material.				

EC1512 Shore Physical Education Centre Sydney Trains Consultation Project Meeting Minutes	Document No.	P07-TEM-007
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Ref	Description	Resp	Target Date	Resolution / Progress	Date Closed
	GM noted that a letter requesting access to the Sydney Trains Plan Room should be submitted. It will take the Rail Corridor Management Group (RCMG) approximately two day to approve access.	JK	18/05/16	JK to submit access request letter with GM.	
3.2	PS queried whether there was a tunnel condition survey available. GM noted that there may be in the Plan Room. Further, ST may require Shore to prepare a dilapidation survey of the tunnel as a condition of consent.	Note	-		10/05/16
3.3	The meeting discussed the need for a Finite Element Analysis (FEA) model. GM noted that a 3D FEA was required and would be assessed by ST technical staff. The FEA report should be submitted with the DA.	JK	27/05/16	JK to prepare FEA Model & report showing effect of proposed development on the Tunnels.	
3.4	GM noted that no shoring or retaining structure can be inside the easement.	Note	-		10/05/16
3.5	GM noted that, provided the items at 2.2, 3.3 and 3.4 were addressed., ST had no further issues relating to the development	Note	-		10/05/16
4	Further Consultation				
4.1	GM tabled and information package, consisting of the following documents: • External Client Cover Letter • Developments and Rail Crossings – Application Form for External Third Parties • RCMG Review Request Form	Note	-		10/05/16

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Ref	Description	Resp	Target Date	Resolution / Progress	Date Closed
	Standard T HR CI 12080 ST – External Developments, V1.0 The documents are attached on the following pages				
4.2	GM confirmed that ST fees will be recoverable under the SSD Application to the Department of Planning and Environment	Note	-		10/05/16
4.3	GM noted that ST could receive documentation relating to the project for review prior to lodgement of the DA.	Note	-		10/05/16
4.4	The meeting attendees agreed that no follow up consultation was required by Sydney Trains prior to lodgement of the Development Application.	Note	-		10/05/16
5	Other Business				
5.1	ND noted that we are currently expecting to start on site at the end of Q1 2017.	Note	-		10/05/16

Nicholas D'Ambrosio
Senior Project Manager
epm Projects Pty Ltd

Dear External Client,

Re: Information & Application Package for External Parties Seeking to Perform Works On or Near the Sydney Trains Rail Network

Thank you for referring your request to Sydney Trains for careful assessment of the interface management of your activities and the operational requirements of the Sydney Trains rail network. Please see below the processes required to initiate consultation with the relevant External Interface Manager from the Rail Corridor Management Group. The External Interface Manager will be your single point of contact for all Sydney Trains interaction throughout your request.

To initiate these processes and to enable **Sydney Trains** to register the project, you should undertake the following steps:

1. Click on the link provided and follow the registration process,
<http://www.transport.nsw.gov.au/sydneytrains/building-near-railway>
2. Complete the Application Package (inclusive is the relevant information for accurate determination of the request and also the registration fee to be provided upfront prior to any rail review being undertaken).
3. Click on the link below to obtain access to Transport for NSW and Sydney Trains Standards that may be beneficial during your planning and design process.
<http://www.asa.transport.nsw.gov.au/ts>
4. The Application Package provided contains all the relevant required information Sydney Trains needs in order to register the matter and properly assess applications for permission to carry out non-rail work in and around the rail corridor or its infrastructure. The information will be reviewed by Sydney Trains in order to progressively manage your activities that interface with Sydney Trains rail property, infrastructure and its operational network.

If you need to access the **Sydney Trains Plan Room** to review documents relevant to your project location that may be on file, access to the **Sydney Trains Plan Room** will require a letter of authority from the Rail Corridor Management Group (RCMG).

Should you wish to discuss or ask any questions regarding your request please refer to link number one and click on the rail corridor responsibility zones for the relevant External Interface Manager and their contact details.

Thank you,
**Rail Corridor Management Group,
Sydney Trains**

(Non State Environmental Planning Policy
(Infrastructure) 2007 (SEPP))

**Developments and Rail Crossings
Application form**

For External Third Parties

Information and Application Package

This package contains the information you need to apply to RailCorp for permission to perform works within the Rail Corridor and for works adjacent to the Rail Corridor **following consent authority approval**. This applies to projects that do not fall under the State Environmental Planning Policy (Infrastructure) 2007 SEPP.

Access to the Rail Corridor or interfering with rail assets including gates and fences without rail's permission is an offence for individuals and organisations.

The following information is included:

- **Introduction**
- **Package Contents**
- **Rail Corridor Responsibility Map**
- **Rail Corridor Management**
- **Rail Corridor Interface Application Process**
- **Rail Corridor Interface Considerations**
- **Rail Corridor Interface Application Form (including Application Fees 2008)**

PUBLIC VERSION June 2012

Thank you for your inquiry regarding access to the Rail Corridor. RailCorp is the Government Corporation that operates trains and manages rail infrastructure and property on behalf of the New South Wales Government in the metropolitan area. In country areas, Australian Rail Track Corporation (ARTC) manages rail infrastructure. The responsibility Map has contact details for ARTC locations.

The Rail Corridor Management Group (RCMG) within RailCorp will assist you with your inquiry and acts as a "*one-stop shop*" for you to deal with the various rail parties that assess your request and how it may impact upon the safe operation of the rail network.

This Information and Application Package describes how RailCorp manages your request and includes a Rail Corridor Interface Application Form for you to begin the process of RailCorp assessing your proposed works.

Once assessed, RailCorp will either:

- Accept your Application.
- Accept your Application, subject to conditions or amendments.
- Reject your Application.

RailCorp should not use funds for operating a railway to pay for the costs of dealing with non-rail projects. All assessment, consideration or work that RailCorp carries out for you is at your cost and payment is required in advance of any proposed work being carried out.

If your Application is accepted for your proposal, access to rail land or starting work may be dependent upon the execution of a legal document and the satisfaction of all terms and conditions. Legal and other costs associated with the preparation of the necessary Deed may be charged separately and will not be included in cost estimates presented to you by RCMG.

To begin the rail assessment process you should:

- Complete and return the Rail Corridor Interface Application (form attached);
- Pay the Rail Corridor Interface Application Fee to allow RailCorp to register your request, carry out initial assessment and prepare an estimate of what work (and hence costs) are likely to allow them to assess your request.
- **All cheques are to be made payable to RailCorp** and submitted to RCMG with your application;
- RCMG will also require three (3) printed sets of drawings or other information OR 1 electronic copy (preferred) describing the proposed works and locating these, as far as is currently possible, with respect to the Rail Corridor and associated rail infrastructure. You should also provide a schedule showing the timing of the key events and milestones associated with your proposal.

If you have any questions regarding your Application, or any other aspect of RailCorp's involvement in your project, please contact the person within RCMG who manages applications see **Rail Corridor Responsibility Map**.

Package Contents

This package includes the following documents:

Introduction

This provides an overview of how rail manages non-rail work in and around the Rail Corridor.

Package Contents

This sets out the contents of this **information and Application Package**

Rail Corridor Responsibility Map

The Rail Corridor Responsibility Map provides contact details of each Project Coordinator who manages inquiries and applications for each region shown on the map. The Coordinator assigned to the region in which the external third party work refers is the person with whom applications are submitted.

Rail Corridor Management

This section summarises the need for managing activities in and around the Rail Corridor and the role of the Rail Corridor Management Group.

Rail Corridor Interface Application Process

Details the steps in which applications are processed before external third party works proceed within or around the Rail Corridor.

Rail Corridor Interface Considerations

These are the common issues that rail considers in assessing work in and around the Rail Corridor when processing applications.

Rail Corridor Interface Application Form

To evaluate an external third party proposal and for RailCorp to provide the necessary guidance and direction when assessing a proposal, all proposals are to be detailed and submitted on the rail Corridor Interface Form. Once completed, it is to be submitted with payment to the RCMG Coordinator responsible for the region in which the proposed works is referred to in the application form.

The Registration Fees are fixed, non-refundable fees for RailCorp to register projects, consult with RailCorp engineers and regional operations and prepare an engineering desk study of the work and cost of design and works methodology reviews and managing the works during the course of the project within the rail Corridor. One outcome of a desk study is that proposals are either accepted in principle or rejected. Fees are determined according to the application type described on the application form.

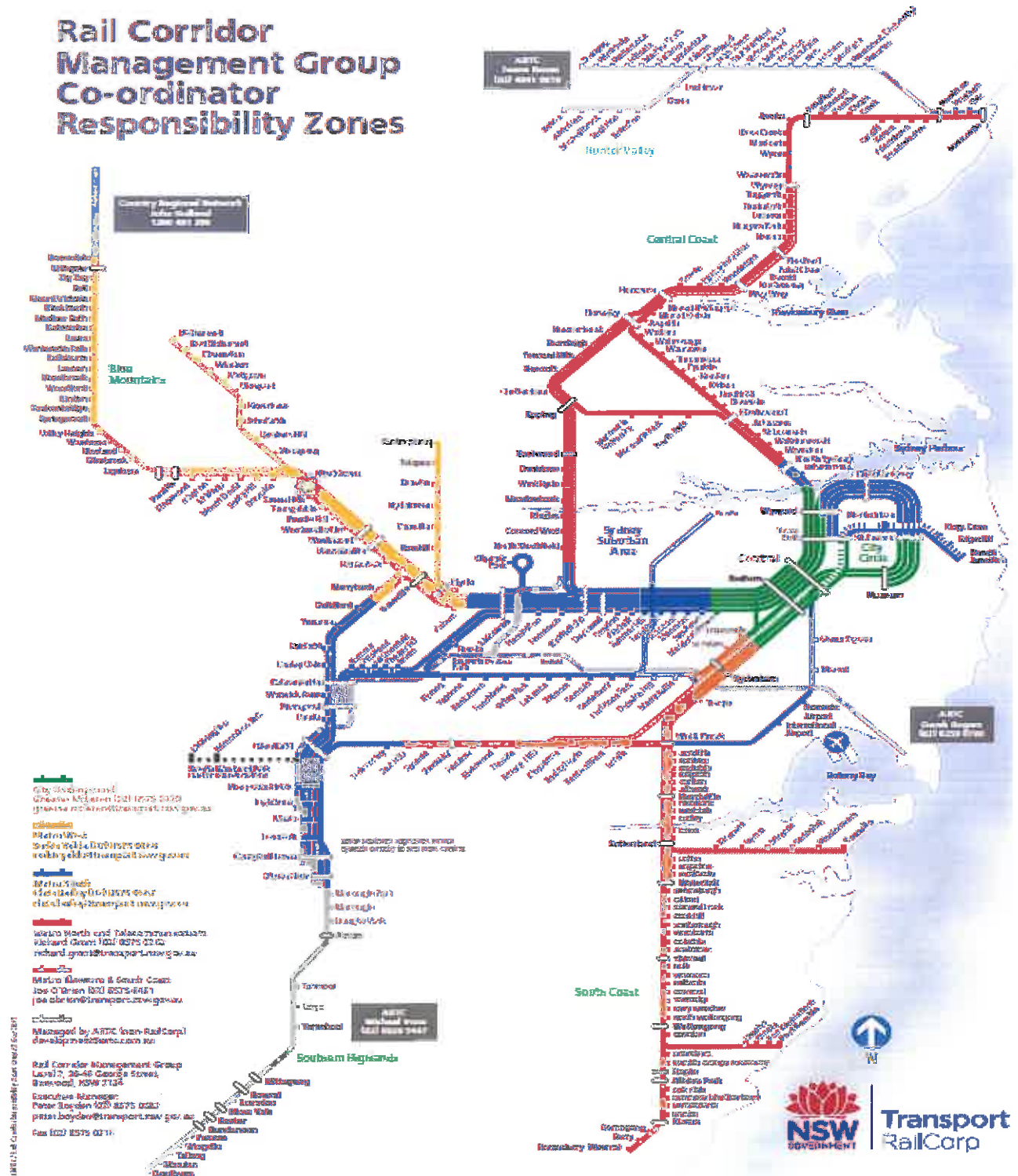
Other Documents

In addition to the above the following documents are available on our web site or upon request:

- **A Guide to Working in and Around the Rail Corridor** – this provides additional and more detailed information on rail requirements including a high level summary of rails technical & design standards.
- **Interim Guideline on Noise and Vibration** – provides information on how the effect of noise (including high-pitched squeal) and vibration (low frequency rumble) can be minimised by good design.
- **Library of Rail Engineering and Technical Standards** – RailCorp has a significant library of standards covering all work in and around the rail corridor including electrolysis.

RAIL CORRIDOR RESPONSIBILITY MAP

Rail Corridor Management Group Co-ordinator Responsibility Zones



RAIL CORRIDOR MANAGEMENT

Safety in and around the Rail Corridor

The railway is a dangerous environment.

Legislation specific to railways controls work in and around the Rail Corridor. Compliance with this legislation imposes different and in some cases higher standards than would otherwise apply.

Access to the Rail Corridor and working near Rail infrastructure is only permitted when RailCorp is satisfied that adequate safety precautions are in place. It also generally requires RailCorp's supervision.

It is an offence for individuals and organisations to access the Rail Corridor or interfere with RailCorp's assets including gates and fences without RailCorp's permission.

RailCorp Policy towards Non-Rail Activities in and Around the Rail Corridor

The Policy applies to all non-rail activities in and around operational land, leased, owned or Occupied by RailCorp or other rail groups using that land. The objective is to minimise the impact of these activities on the integrity, safety and operations of the Railway.

RailCorp shall provide a safe access regime, for third parties (Applicants) wishing to use, or impact rail lands, infrastructure and property for purposes that do not form part of core business for the RailCorp.

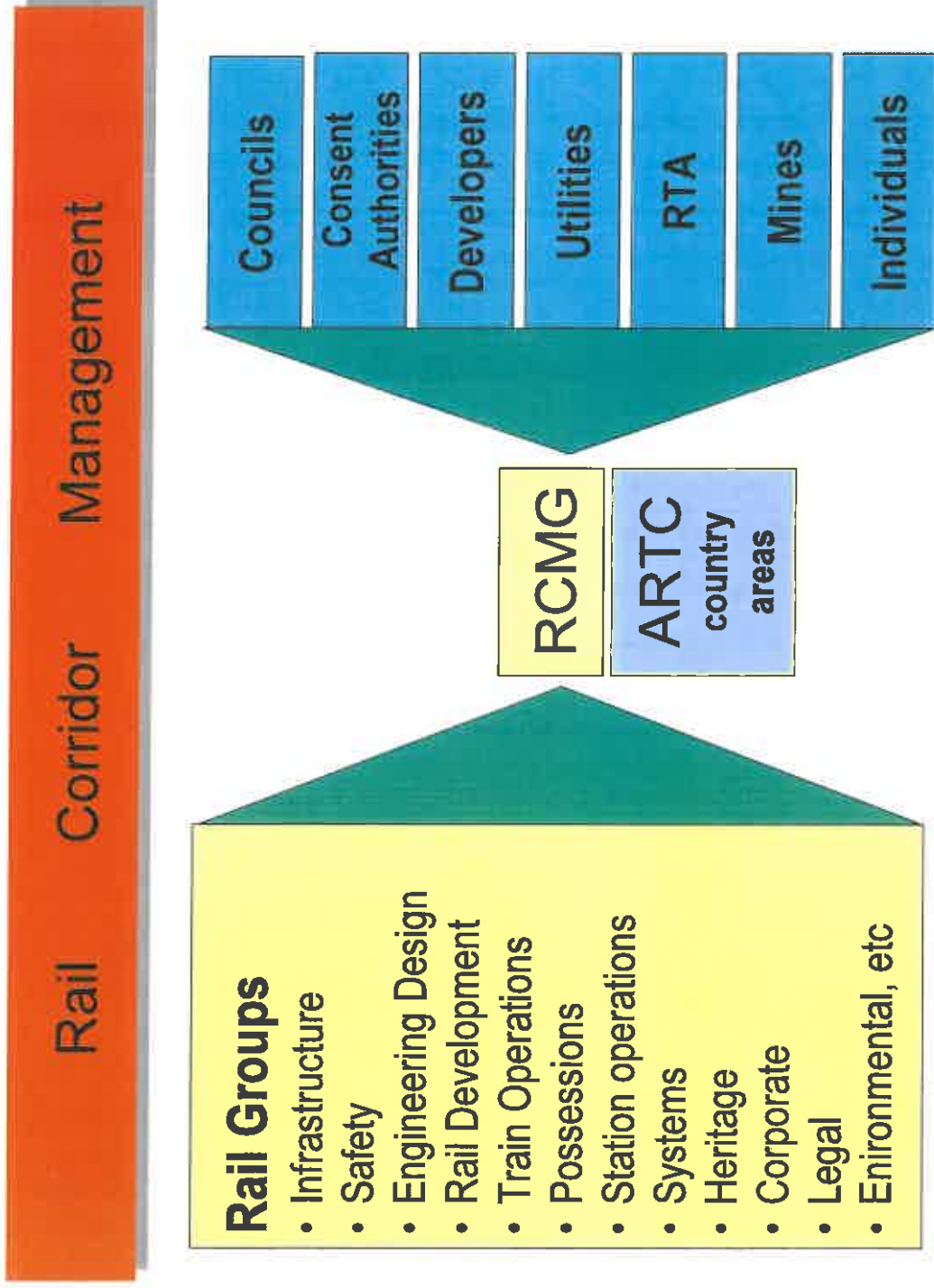
RailCorp will provide timely advice and supervision to Applicants wishing to access the Rail Corridor, and/or to undertake Works, either within the rail corridor, or on adjacent lands. This will include developments in proximity to tunnels, easements, transmission lines and cables etc.

The Rail Corridor Management Group ("RCMG") is the workgroup within RailCorp that will coordinate and manage the review and acceptance of requests from Applicants.

The RCMG achieves the above objectives by:

- Acting as a single point of contact for all Applicants and access requests;
- Facilitating the review and assessment by RailCorp of Applicant's proposals, based on safety and technical documentation submitted by the Applicants;
- Coordinating the responses from the relevant RailCorp groups;
- Implementing and monitoring systems that provide timely advice and guidance, acceptance or rejection of the proposed Works, monitoring of the Applicant's works, and acceptance of as-built data for inclusion in RailCorp's data systems;
- Managing the removal or relocation, as necessary, of live and redundant third party assets from the rail corridor.

RAIL CORRIDOR MANAGEMENT



Rail Corridor Interface Application Process

	Interface application request to RCMG – you must pay the non-refundable Rail Corridor Interface Application Fee for RCMG to register your application, carry out a desk review of the proposal and prepare a cost estimate for RailCorp to assess your application in detail. To prepare these estimates we require the following information: • Location of proposed works – a street map or similar with the site location. • Description of works – a brief summary. • Site layout – a site plan of the proposed works with adjoining property, including rail property, indicated. • Site excavation / services layouts – including details of size, construction and depths.
	Preliminary review by RailCorp – RailCorp performs desktop study of application and provides: • In principle acceptance or rejection of application. • RailCorp's estimated work and costs in assessing and assisting project's design process and work planning. • An indication on how long RailCorp needs to review proposal design and develop deed. Note -This process requires six to eight weeks due to pre-existing projects
	Design and works plan review by RailCorp – estimated costs presented from Step 2 must be paid before the detailed assessment process begins. The review process addresses all design and construction project issues that affect rail operations and provide RailCorp's formal decision on a project. The design and works planning review will typically require 16 to 20 weeks depending on the proposal. It can be longer for matters having significant effects on the rail infrastructure. Where a legal agreement (Deed) is required, it will be negotiated during this period. The Deed will confirm the access rights that are being granted by Rail, and define the conditions under which those rights must be performed.
	Performing the works – once Step 3 is completed and if an application has been accepted, the issued deed must be signed and returned RailCorp. RailCorp will then issue a letter confirming that works can proceed. Work must not be started until written approval is Issued by RCMG. Any final construction details must be addressed and RailCorp will monitor construction and provide Work Site Protection (if required) during the works.
	Project Completion - RailCorp inspects the completed work and gives formal acceptance of work. • Applicants are required to provide "as-built" information and deal with any issues arising during construction including the rectification of any defects. • On completion, RailCorp will provide applicants with details of the total costs incurred by Rail and confirmation of any adjustment (refunds or additional charges) to be made. It will also deal with any outstanding issues and release bonds where required.

Rail Corridor Interface Considerations

These are the common issues that RailCorp considers in assessing work in and around the Rail Corridor. Some of these issues may or may not be relevant to each proposal.

- ☐ Clear definition of property/title boundaries, existing easements on land and for tunnels etc.
- ☐ Acoustic/vibration treatment of development (generally within 60 m of the nearest rail) to mitigate noise and vibration arising from rail operations
- ☐ Stray currents and electrolysis
- ☐ Geotechnical, structural and foundation engineering including effects on tunnels, bridges, tracks, embankments and retaining walls, cuttings, rock bolts & anchors etc
- ☐ Set backs from Rail Corridor for building outlines and balconies
- ☐ Derailment protection of structures adjacent to track (within 20m of rail line)
- ☐ Use of lights and reflective materials
- ☐ Dilapidation surveys may be required prior to, during and after any works being undertaken
- ☐ Service Searches to identify the presence of underground, surface and aerial rail and other services, including transmission lines and communication cables, pipelines etc.
- ☐ Demolition and excavation impacts on rail infrastructure (vibration, falling material)
- ☐ Craneage, concrete pump and other aerial movements adjacent to rail, and with potential to reach over rail and encroach within electrical safety clearances.
- ☐ Environmental factors (including contamination)
- ☐ Erection and dismantling of scaffolding on or near the Rail Party's Facilities
- ☐ Stormwater egress to/under Rail Corridor (during and after construction)
- ☐ Physical access to Rail Corridor and associated safety requirements (Rail Safety – maintaining separation of people and equipment from trains, and OH&S)
- ☐ Requirements for track possessions and/or power outages
- ☐ Graffiti, screening and landscaping
- ☐ Boundary fencing between the development site and Rail Party's Facilities
- ☐ Consideration of easements, and licensing and leasing of RailCorp land
- ☐ General access to the Rail Party's Facilities for maintenance and work purposes (eg road closures)
- ☐ Future maintenance of structures adjacent to rail property that may impact on Rail property and/or require Rail Corridor access
- ☐ Future Rail development and operational requirements

These issues and any local conditions affecting the work may result in specific technical requirements being incorporated within the appropriate Deed.

Rail Corridor Interface Application Form – Public November 08

This form is to be used by any non-rail entities requiring access to the Railway Corridor for any reason, or intending to perform Construction or Development work adjacent to the Railway Corridor that does not fall under the State Environmental Planning Policy (Infrastructure) 2007 SEPP. Please provide as much detail, in as many sections of this form as possible regarding your proposal. Incomplete data may delay the processing of your application.

1. Application Type		Registration Fee INC GST	4 Please Choose
1	Access to corridor with no impact Regional costs only will be charged direct by Region EPW Manager at an hourly rate	\$0	
2	Service Crossing of the Rail Corridor (If an existing Master Access Deed is in place) Over and under crossings and short parallel installations (eg Commercial / utility / domestic facility, including crossings on existing bridges, Water, Gas, Electrical – Low / High Voltage)	\$1,100	
3	Service Crossing of the Rail Corridor (If No Master Access Deed is in place) Over and under crossings and short parallel installations (eg Commercial / utility / domestic facility, including crossings on existing bridges, Water, Gas, Electrical – Low / High Voltage)	\$2,200	
4	Stormwater Facility or discharge onto Rail Corridor (Connection from new or existing property that is not a single dwelling. A licence fee may be levied in addition to the connection costs)	\$2,200	
5	Small Development and Small Civil Projects (Does not require track possessions or power outages) (eg Minor works to existing bridges, Structures, Underpass / Paths, etc)	\$3300	
6	Major Civil Construction Project (Eg bridges, underpass, major excavations, rock anchors, mining).	\$9,900	
7	Mobile Telecommunications (Preliminary Review) ▪ New Location > Including Co- location ▪ New 3rd Party Asset >Green field / New Tower ▪ Upgrades > New and replacement equipment.	\$4,620 As above As above \$1,100	

Note – RailCorp will confirm the Application Type as part of the desktop review of the Application

Rail Corridor Interface Application Form – Public November 08

2. Application Reason		4 Please choose
Non – Intrusive entry to corridor (eg limited survey or inspection, NO digging permitted), generally can be addressed by Release & Indemnity (with insurances if required).		
Maintenance	Routine Maintenance	
	Urgent Rectification	
	Non Routine / Fault Rectification	
Replacement of Facility	Existing Location	
	New Location	
Removal of Facility		
Relocation of Facility	Temporary	
	Permanent	
New Facility		
Other (please explain details)		

3. Location of Proposed Activity		Please provide full details of the geographic location for the proposed activity. Please provide a map or a sketch to assist in describing the location.	
Address	Number and Street		
	Suburb		
	Post Code		
Map Reference	Map Publication		Map Ref.
Nearest Rail Location (station / facility)			
Outline of Proposed Activity			
Estimated cost of proposed activity in Rail Corridor			

Rail Corridor Interface Application Form – Public November 08

4. Applicant		Please confirm in what capacity the person making 4 This application is acting.	
Architect		Consultant Engineer	
Construction Company		Project Manager	
Council		Contractor on behalf of Council	
Utility		Contractor on behalf of Utility	
If other please give details:			
5. Applicant's Details		The applicant is the key contact for the application, for example a project manager applying on behalf of the principal contractor.	
Individual / Company Name			
ABN / ACN			
Company Address	Building number - name		
	Street		
	Suburb		
	Post Code		
Postal Address	PO Box / Locked Bag		
	Suburb		
	Post Code		
Key Contact	Name		
	Phone	() -	Fax () -
	Mobile		
	e-mail	@	
5. Financial Details		Details of the financial entity - the recipient and payer of RCMG Invoices for the costs incurred during the application process.	
Individual / Company Name			ABN / ACN
Physical Address	Building Details		
	Street		
	Suburb		
	Post Code		
Postal Address	PO Box / Locked Bag		
	Suburb		
	Post Code		
Key Contact	Name		
	Phone	() -	Fax () -
	Mobile		
	e-mail	@	

Rail Corridor Interface Application Form – Public November 08

6. Details of Activity & Access to Rail Corridor	Please provide reason for need for PHYSICAL ACCESS TO THE RAIL CORRIDOR & the proposed activity to be undertaken. (Physical access includes; the movement and activities of personnel, and/or plant and equipment within the railway corridor boundaries, and installation of under bore, conduits, pipes, cables, rock anchors and bolts above, below and across the railway corridor.) (Please provide a map, sketch, plans or drawings to assist in describing the proposed works or activities with respect to the Rail Corridor and associated rail infrastructure – Electronic copy preferred to enable distribution to other rail groups)
Reason For Access / Activity	
Proposed Activity	
Planned dates	

7. Details of Activity Adjacent to Rail Corridor	Please provide details of the activity to be undertaken ADJACENT TO RAIL CORRIDOR. This may include: - Any type of Construction or proposed Works adjoining the Railway Corridor. - Any type of activity or usage adjoining the Railway Corridor. (Please provide a map, sketch, plans or drawings to assist in describing the proposed works or activities with respect to the Rail Corridor and associated rail Infrastructure – Electronic copy preferred to enable distribution to other rail groups)
Proposed Activity	(If applicable, please attach the proposed work programme)
Planned or key dates	

Rail Corridor Interface Application Form – Public November 08

8. Checklist

To ensure timely processing of your application please ensure you have included the following:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Completed Application Form | |
| <ul style="list-style-type: none"> • 1 electronic set OR 1 Set of Drawings and other related documentation | |
| <ul style="list-style-type: none"> • Registration Fee (as per the proposed Type of Activity, front page of this application form) <p style="margin-top: 10px;">Cheques should be made payable to RAILCORP and posted to RCMG to the attention of the relevant Coordinator</p> | |

Send completed application form to:

Street Address

Administrative Supervisor
 Rail Corridor Management Group,
 Rail Corporation New South Wales
 Level 20, 477 Pitt Street,
 Sydney, NSW 2000

Postal Address

Administrative Supervisor
 Rail Corridor Management Group,
 Rail Corporation New South Wales
 PO Box K349
 Haymarket, NSW 1238.

NOTE: - All payments must be made by EFT remittance marked to RailCorp, Seg 5, BSB number 032 001, account number 112270, quoting the reference number on the invoice.

You can also e-mail this application and associated paper work, plans etc to the nominated Coordinator. The application cannot be processed until payment has been received and the application has been registered. A Tax Invoice will be issued in confirmation of payment.

NEW PROJECT

Location	
Street	
Job Type -- *Fee Determined By RCMG	SEPP Stuff None at this stage \$0.00 Release and Indemnity \$0.00 Adjacent Dev/Domestic Site \$550.00 AAI \$1,100.00 Overcrossing LV & H V \$1,100.00 Undercrossing < = & > 150mm \$1,100.00 Service crossing (If no MAD is in place) \$2,200.00 Stormwater facility & discharge \$2,200.00 Small developments \$3,300.00 Mobile Telecommunications upgrade \$1,100.00 Mobile Telecommunications \$4,620.00 Adjacent Dev - small \$5,500.00 Medium Development \$6,600.00 Major Civil Works \$7,700.00 Adjacent Dev -- large/significant construction \$9,900.00
Project Description	
Client	
Contact	
Contractor	
Contractor's Rep	

RCMG Review Request Form

Engineering & System Integrity

Date:

Development / Project: Zone/Region:

RCMG Interface Mgr: Development Type: Stage:

For SEPP: send the request to sepp@transport.nsw.gov.au For Non -SEPP: send the request to non-sepp@transport.nsw.gov.au

Project Details/Description:

Development Category ☐ ULX ☐ Bridges ☐ Roads ☐ Buildings ☐ Aerial Crossings ☒ Other

Scope of Review (Discipline):

Other Disciplines Involved

☐ Electrical ☐ Track ☐ Signal ☒ Bridges & Structures ☐ Buildings ☒ Geotech ☐ Survey ☐ Communications ☐ Rolling stock

☐ Fire & Life Safety ☐ Integrated Support ☐ Environmental Assessment ☐ Other (Please specify)

High Level Design Categories: please use drop downs to select all that apply.

Civil

Electrical

Track

Signal

Control Systems ☐

☐ Other (Please specify)

Attachments

	Drawings	Rev
1		
2		
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	Reports	Rev
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Other Details - RCMG to Complete

Required by Date:

Review estimate required: ☐ Yes ☐ No

To be Completed by PDM (ESI):

Name of PDM:

Project No:

Information complete: ☐ Yes ☐ No (Other Information required, as below)

Information Required:

Delivery Method ☐ Internal ☐ External

Signed:

Received Date:

For SEPP: send the request to sepp@transport.nsw.gov.au

For Non -SEPP: send the request to non-sepp@transport.nsw.gov.au

Standard

External Developments

Version 1.0

Issued Date: 05 February 2015

Important Warning

This document is one of a set of standards developed solely and specifically for use on public transport assets which are vested in or owned, managed, controlled, commissioned or funded by the NSW Government, a NSW Government agency or a Transport Agency (as defined in the Asset Standards Authority Charter). It is not suitable for any other purpose.

You must not use or adapt it or rely upon it in any way unless you are authorised in writing to do so by a relevant NSW Government agency. If this document forms part of a contract with, or is a condition of approval by a NSW Government agency, use of the document is subject to the terms of the contract or approval.

This document may not be current. Current standards are available for download from the Asset Standards Authority website at www.asa.transport.nsw.gov.au.

Standard governance

Owner: Lead Civil Engineer, Asset Standards Authority
Authoriser: Chief Engineer Rail, Asset Standards Authority
Approver: Director, Asset Standards Authority on behalf of ASA Configuration Control Board

Document history

Version	Summary of change
1.0	First issue

For queries regarding this document,
please email the ASA at
standards@asa.transport.nsw.gov.au
or visit www.asa.transport.nsw.gov.au



Preface

The Asset Standards Authority (ASA) is an independent unit within Transport for NSW (TfNSW) and is the network design and standards authority for defined NSW transport assets.

The ASA is responsible for developing engineering governance frameworks to support industry delivery in the assurance of design, safety, integrity, construction, and commissioning of transport assets for the whole asset life cycle. In order to achieve this, the ASA effectively discharges obligations as the authority for various technical, process, and planning matters across the asset life cycle.

The ASA collaborates with industry using stakeholder engagement activities to assist in achieving its mission. These activities help align the ASA to broader government expectations of making it clearer, simpler, and more attractive to do business within the NSW transport industry, allowing the supply chain to deliver safe, efficient, and competent transport services.

The ASA develops, maintains, controls, and publishes a suite of standards and other documentation for transport assets of TfNSW. Further, the ASA ensures that these standards are performance based to create opportunities for innovation and improve access to a broader competitive supply chain.

This standard supersedes RailCorp standard ESC 380 *External Developments*, Version 2.4.

The changes to previous content include the following:

- updates to reflect organisational changes resulting in responsibilities
- minor amendments and clarification to content
- conversion of the standard to ASA numbering, format and style

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1. Introduction

External developments are public or private works that take place outside but adjacent to the rail corridor. External developments are to be considered across the full life cycle of the asset including, construction, operation, maintenance, and decommissioning or demolition.

The potential effects of such work upon the rail corridor shall be considered and mitigated to ensure safety so far as is reasonably practicable (SFAIRP) in accordance with the requirements of this document. The affect of rail infrastructure alterations upon existing developments is also to be considered.

2. Purpose

The purpose of this document is to provide the technical requirements for the interface between external developments and the rail corridor.

2.1. Scope

This document specifies the technical requirements for the interface with external developments adjacent to the rail corridor.

External developments can include the demolition, extension or construction of any new public or private infrastructure adjacent to TfNSW rail property.

2.2. Application

The requirements of this document apply to new developments and to upgrades of existing developments.

The requirements also apply when the proximity or arrangement between existing developments and the rail corridor or track changes as a result of rail corridor or track alteration.

An example of this situation is where the distance between a development and track decreases as a result of track duplication.

3. Reference documents

Australian standards

AS 5100 - Bridge design

Transport for NSW standards

ESC 510 Boundary Fences

30-ST-164/3.0 TfNSW Enterprise Risk Management Standard (available on request – contact standards@asa.transport.nsw.gov.au)

Legislation

Heritage Act 1977 (NSW)

Other references

NSW State Heritage Register

SMS-06-GD-0268 Working around Electrical Equipment

TfNSW Section 170 Heritage and Conservation Register

4. Terms and definitions

The following terms and definitions apply in this document:

AEO Authorised Engineering Organisation

external development is the demolition, extension to or construction of any new public or private infrastructure adjacent to TfNSW rail property

rail corridor comprises the full volume, both above and below ground, between the outer face of opposing boundary fences. If no boundary fences are present, the extent of the rail corridor shall be taken as 15 m from the centre-line of the outermost rail.

railway infrastructure facilities other than rolling stock necessary for a railway to operate safely including railway track, associated track structures, over-track or under-track structures, supports (including supports for railway equipment or items associated with the use of a railway), tunnels, bridges, stations, platforms, train control systems, signalling systems, communication systems, electric traction infrastructure, buildings, workshops and associated equipment

SFAIRP so far as is reasonably practicable

TfNSW Transport for New South Wales

5. General requirements

Developments adjacent to the railway corridor shall be planned so that there will be no adverse effects on the railway infrastructure or rail operations across the full life cycle of the asset.

5.1. Specific corridors

Guidelines for assessing the impact of proposed developments on the New Southern Railway (Airport line) and the Epping to Chatswood rail link (ECRL) were prepared during the construction of those lines. These guidelines reside with the operator and maintainer of the rail network.

Developments along those lines shall comply with the specific protection guidelines for each line and any additional requirements specified in this standard.

5.2. Temporary components

Any temporary components of shoring systems that are located such that their stability has the potential to affect the rail corridor shall have a minimum service life of 10 years excluding considerations of any support from the permanent structure.

Shoring systems shall be designed and certified by an approved AEO and verified by an independent approved AEO.

All access to the rail corridor shall be subject to the approval of the operator and maintainer.

5.3. Ground anchors

Temporary or permanent soil or rock anchors which extend into the rail corridor are not permitted.

6. Design requirements

The design of all external developments shall be carried out in accordance with Australian Standards.

6.1. Boundary definition

The location of the proposed development with respect to the railway corridor boundary shall be clearly identified on design, construction and as-built drawings. Boundaries between external developments and the rail corridor shall be considered as side or rear boundaries in terms of Building Code of Australia (BCA) compliance.

6.2. Geotechnical and structural stability and integrity

The design of the development shall not affect the stability and integrity of railway infrastructure through loading from the development and ground deformation.

6.3. Foundations within the rail corridor

Foundations for external developments shall not physically intrude into the rail corridor.

Foundations for external developments shall not rely upon passive earth pressure from rail corridor land.

6.4. Noise and vibration

The effects of noise and vibration from rail operations shall be considered in the design of the development. The noise from construction and rail operation shall be considered against statutory and project noise vibration limit requirements.

6.5. Stray currents and electrolysis from rail operations

The potential effects of stray electrical currents and electrolysis in the electrified area of the rail network shall be the subject of a risk assessment across the full life cycle of the asset. Such effects shall be managed to a safety SFAIRP level across the full life cycle.

6.6. Stormwater drainage and sewerage

Stormwater run-off from the development shall not discharge onto the rail corridor or into the track drainage system. This requirement exists for both the construction and operational phases of the development.

Sewerage from the development shall not discharge onto the rail corridor or into the track drainage system. This requirement exists for both the construction and operational phases of the development.

6.7. Electrical clearances

Developments shall be designed to ensure that minimum clearances are observed to HV aerial lines, 1500 V dc overhead traction wiring and equipment, and exposed low voltage equipment, as per the requirements of Australian Standards, the regulations of the relevant electrical authorities and TfNSW electrical engineering standards.

6.8. Environmental conditions

The design of the development shall not result in any increased environmental risk, including statutory environmental noncompliance within the rail corridor.

6.9. Lighting and reflective materials

Developments that require illumination at night or special lighting during daylight hours shall be planned and implemented so that there is no effect on the rail operations such as interference with train drivers or fixed signals. Interference with train drivers includes, but is not limited to, restriction of visibility of signals and signage distraction, and glare.

The designer shall seek approval for any such lighting from the rail operator in advance of construction of works.

External developments shall not introduce obstructions or reflections which adversely effect signal sighting. Night time lighting shall not generate colours which can cause signal misinterpretation.

The risk assessment for an external development shall consider the risks associated with lighting and reflective materials. Any such risks identified shall be managed to ensure safety SFAIRP across the life cycle of the asset.

6.10. Boundary fencing

Boundary fences between any external development and the rail corridor shall comply with ESC 510 *Boundary Fences*.

6.11. Building setbacks and design

The ongoing ability to access the rail corridor for maintenance and emergency situations is critical to the safety, integrity and operation of the NSW rail network. Existing and proposed new access points shall be considered when designing the location of new buildings and structures.

The design of balconies and windows shall mitigate the risk of debris being thrown onto railway infrastructure.

The risk of cladding panels becoming detached from external developments shall be mitigated.

6.12. Derailment protection of structures

Supports for structures positioned within 20 metres of the centre-line of the railway track shall comply with the collision protection provisions of AS 5100 *Bridge Design*, whether on rail property or not.

Supporting elements positioned within 10 metres of the centre-line of the railway track shall comply with the redundancy requirements or the minimum collision loads specified in AS 5100, whether on rail property or not.

Where the supporting elements are located between 10 metres and 20 metres of the rail line, an assessment of the risk of a derailed train colliding with the supporting elements of the structure will determine the category of collision loading in AS 5100 that shall be applied to a support. This risk assessment shall be carried out in accordance with 30-ST-164/3.0 *TfNSW Enterprise Risk Management Standard*.

6.13. Maintenance of the development

Future maintenance of the proposed development shall not adversely affect the railway infrastructure or rail operations. Ongoing maintenance of any element of the proposed external development shall not rely upon access from the TfNSW side of the railway boundary.

6.14. Communications and signalling

Potential interference to rail signalling and communications systems shall be assessed at the concept design stage. The design of external developments shall not introduce electro magnetic interference to railway signalling and telecommunications systems.

Potential line of sight disruption to train radio or microwave communication systems shall be assessed for operational risk, and the mitigation required shall be identified at the concept design stage.

7. Construction requirements

The construction and maintenance of all external developments shall be carried out in accordance with Australian Standards.

7.1. Demolition and earthworks

Demolition and earthworks shall not adversely affect railway infrastructure over the full life cycle.

Hydraulic rock breakers shall not be used within five metres of any railway tunnel.

7.2. Drainage and pollution control

During construction, water shall not collect and pond on or near the railway infrastructure. No run-off from the development shall discharge onto the rail corridor or into the track drainage system during construction.

7.3. Electrical restrictions

Minimum safe working clearances to electrical power lines and equipment located within the rail corridor are to be observed in accordance with WorkCover and electrical safety requirements as published on the RailSafe website, particularly SMS-06-GD-0268 *Working around Electrical Equipment*.

7.4. Crane and other aerial operations

When in operation, cranes and other construction equipment such as, concrete pumps and access equipment, shall not intrude into the rail corridor.

When not in operation, cranes are permitted to 'weathervane' into the rail corridor subject to the approval of the maintainer and operator and the Lead Electrical Engineer, ASA.

The requirements of SMS-06-GD-0268, Section 9 *Work above exposed electrical equipment*, shall be observed.

No loads are to pass over any overhead wiring or HV aerial lines located within the rail corridor.

7.5. Geotechnical and structural stability and integrity

The construction and operation of external developments shall not affect the stability and integrity of railway infrastructure through loading from the development and ground deformation.

7.6. Environmental conditions

The construction and operation of external developments shall not result in any increased environmental risk, including statutory environmental noncompliance within the rail corridor.

7.7. Electrical clearances

External developments shall be constructed to ensure that minimum clearances are observed to HV aerial lines, 1500 V dc overhead traction wiring and equipment, and exposed low voltage equipment, as per the requirements of Australian Standards, the regulations of the relevant electrical authorities and TfNSW electrical engineering standards.

8. Heritage

All environmental factors, including heritage significance, shall be examined at an early project stage and shall be incorporated into the concept design.

Construction activities shall not affect the heritage significance of items or structures that are located within or adjacent to the rail corridor and listed on the *NSW State Heritage Register* or the *TfNSW Section 170 Heritage and Conservation Register*. Refer to the *Heritage Act 1977 (NSW)* for further information.

Consideration in the design stage shall also take into account the effects of construction activities on the following:

- heritage curtilages
- view corridors
- landscape
- overall contextual setting

Further considerations include, but are not limited to, the potential for dilapidation to heritage items as a result of construction activities, and ensuring that access is available for long term maintenance of heritage items.

EC1512 Shore Physical Education Centre	Document No.	P07-TEM-010
	Effective Date	27/06/2016
	Version Date	27/05/2016
	Version No.	1.01
Consultation Summary Report		



epm Projects Pty Ltd
Suite 2, Level 5, 655 Pacific Hwy
ST LEONARDS NSW 2065
☎ (02) 9452 8300
www.epmprojects.com.au

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Attachment M – Correspondence from RMS

Nicholas D'Ambrosio

From: RATHAN Pahee <Pahee.RATHAN@rms.nsw.gov.au>
Sent: Tuesday, 10 May 2016 9:42 AM
To: Nicholas D'Ambrosio; TROTTER Gordon M
Cc: Jordan Graham; projects+EC1512@intranet.epmprojects.com.au
Subject: RE: SSD 7507 - Shore Physical Education Centre, North Sydney

Good Morning Nick,

I refer to your email below and our brief discussion regarding the abovementioned proposal.

As mentioned on the phone, Roads and Maritime does not have any additional requirements other than what was initially specified in the SEARs. You are required to address the requirements in SEARs as part of development application.

If you like to discuss it further, please call me on 8849 2219.

Regards

Pahee Rathan
Senior Land Use Planner
Network Management | Journey Management
T 02 8849 2219
www.rms.nsw.gov.au
Every journey matters

Roads and Maritime Services
27 Argyle Street Parramatta NSW 2150

From: Nicholas D'Ambrosio [mailto:ndambrosio@epmprojects.com.au]
Sent: Monday, 9 May 2016 5:03 PM
To: TROTTER Gordon M; RATHAN Pahee
Cc: Jordan Graham; projects+EC1512@intranet.epmprojects.com.au
Subject: RE: SSD 7507 - Shore Physical Education Centre, North Sydney

Hi Gordon & Pahee,

Following up on my email from last week. Are we able to arrange a meeting regarding this project?

Thanks

Yours sincerely,
epm Projects Pty Ltd
Nicholas D'Ambrosio
Senior Project Manager

Website: www.epmprojects.com.au

Mobile: (0404) 694 207

Direct Line: (02) 9452 8319

Suite 2, Level 5, 655 Pacific Highway, PO Box 124, St Leonards NSW 2065 t 61 2 9452 8300 f 61 2 9452 8388

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##-##-##

From: Nicholas D'Ambrosio

Sent: Wednesday, 4 May 2016 3:18 PM

To: 'gordon.trotter@rms.nsw.gov.au' <gordon.trotter@rms.nsw.gov.au>

Cc: Jordan Graham <jgraham@epmprojects.com.au>; 'projects+EC1512@intranet.epmprojects.com.au' <projects+EC1512@intranet.epmprojects.com.au>

Subject: SSD 7507 - Shore Physical Education Centre, North Sydney

Hi Gordon,

I am the Project Manager for Shore School at North Sydney, where we are currently preparing a State Significant Development Application for a new Physical Education Centre on the site. As a requirement of the SEARs we are to consult with a number of authorities in preparing our DA, including RMS. I'd like to arrange a meeting with you and your team earl next week if possible. Could you please let me know what time you would be available for the meeting?

I note that the [Shore School page](#) on the Department of Planning's Major Projects Website also provides to all of the documentation available for the project.

I've also left a voicemail on your phone regarding this matter.

Thanks Gordon.

Yours sincerely,
epm Projects Pty Ltd
Nicholas D'Ambrosio
Senior Project Manager

Website: www.epmprojects.com.au

Mobile: (0404) 694 207

Direct Line: (02) 9452 8319

Suite 2, Level 5, 655 Pacific Highway, PO Box 124, St Leonards NSW 2065 t 61 2 9452 8300 f 61 2 9452 8388

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