



CONSULTATION OUTCOMES REPORT

16 August 2017 | Version 1.1

Kellyville North Public School
Department of Education



smart people
smarter solutions

© Copyright TSA Management

All rights reserved. No part of this document may be reproduced or transmitted, in any form or in by any means, without the express permission of TSA Management Pty Limited, unless specifically allowed for by the terms of a contractual agreement with TSA Management Pty Limited.

Revision status

Version	Date	Amended By	Endorsed By	Amendment Notes
1.0	15 August 17	Kristofer Gilmour		
1.1	16 August 17	K. Gilmour	I. Guthrie	Additonal Comments

Document Control

Prepared by: Kristofer Gilmour Date: 15 August 2017
Approved for issue: Ian Guthrie Date: 16 August 2017



Contents

1.0	Introduction	4
1.1	SEARS Requirement	4
1.2	Project Consultation Objectives	4
1.3	Project Context	4
2.0	Stakeholder Engagement	5
2.1	Consultation & Engagement	5
2.2	Project Reference Group (PRG)	5
	Note: PRG meetings will continue monthly through the duration of the project.	5
2.3	Local Community	6
2.4	The Hills Shire Council	6
2.5	Department of Planning & Environment	7
3.0	Future Consultation.....	8
	Appendix 1 Information Booth advertisement.....	9
	Appendix 2 Pre-DA meeting minutes with HSC	10
	Appendix 3 Community Survey	11
	Appendix 4 Demolition Notification Letter	12

1.0 Introduction

TSA Management on behalf of the Department of Education are project managing the design and construction of a new public school in the vicinity of North Kellyville..

1.1 SEARS Requirement

The SEARS received from the Department of Planning & Environment identifies the following:

'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 :

- *The Hills Shire Council;*
- *Office of Environment and Heritage;*
- *Transport for NSW; 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.'

1.2 Project Consultation Objectives

It is standard practice for the NSW Department of Education (DoE) to actively seek the views of the community and other stakeholders in relation to the planning and design of schools. The knowledge gained through this process is then used to enable well-informed decision-making by DoE throughout a project's lifecycle.

The purpose of the consultation is to engage with and inform the community and other stakeholders about the project. Public consultation is a two-way process, enabling the Department to gain information and knowledge from the community with a mechanism to discuss issues and suggestions. It also provides a method for the Department to inform stakeholders on progress and activities, throughout the project.

For the project to be a success, the goals of various stakeholders must be combined into a single solution. Initiating and maintaining open, transparent and proactive communication and consultation with all relevant parties at various stages within the projects' development will be critical to the success of the project.

1.3 Project Context

The rezoning and new release of land in Sydney's North-West is encouraging the development of new housing. This is driving population growth and thus increasing demand for schools. This need informs the Business Case for a new primary school to meet the strategic direction of the NSW Government and the DoE. The Draft North District Plan provides the context with regards to the development strategy.

The site identified for the new primary school is approximately 3 kilometres from the Kellyville Sydney Metro Northwest station, currently under construction.

Construction of a new public school will provide 40 new Teaching spaces and Core facilities accommodating up to 1000 students. The new school is to be constructed in 2 stages. The first to accommodate up to 500 students to be completed during Term 1 2019 with the remainder, 500 students, to be ready for occupation on Day 1, Term 1 2020.

2.0 Stakeholder Engagement

2.1 Consultation & Engagement

During the design development of the new school the project is engaging with various stakeholders as detailed below:

- a) Project Reference Group
- b) Local Community
- c) The Hills Shire Council
- d) Department of Planning & Environment
- e) Office of Environment & Heritage
- f) Transport for NSW
- g) Roads & Maritime Services

2.2 Project Reference Group (PRG)

Regular meetings with the PRG have been held throughout the design development of the Project. The PRG consists of the following representatives:

- a) Director of Public Schools NSW for The Hills Network;
- b) Principal of Beamont Hills Public School;
- c) Parent Representative;
- d) Community Representative;
- e) Representative of Department of Education’s Asset Management Unit
- f) Project Manager
- g) Head Design Consultant

As the development is a new school there is no existing school community to consult with and hence the nearby Beamont Hills Public School has provided input to the project.

The PRG meetings held to date are summarised below:

Project Phase	PRG Meeting
Business Case	PRG1 – 28 th November 2016 PRG2/3 – 20 th January 2017
Concept Design	PRG4 – 6 th February 2017 PRG5 – 20 th February 2017 PRG6 – 6 th March 2017 PRG7 – 20 th March 2017
Schematic Design	PRG8/9 – 28 th April 2017 PRG10 – 18 th May 2017 PRG11 – 8 th June 2017 PRG13 – 27 th July 2017

Note: PRG meetings will continue monthly through the duration of the project.

2.3 Local Community

Regular engagement with the local community will occur throughout the Project and will include:

- a) Information Booths;
- b) Online Surveys;
- c) Project Website;

Information Booths

Information booths are held in local shopping areas and provide an opportunity for the local community to engage with and provide feedback on the Project. Information booths held to date are summarised below:

Location	Date/Time
Kellyville Village	Thursday 8 th June, 11am-1pm
Kellyville Village	Thursday 8 th June, 7pm-9pm
Kellyville Village	Thursday 20 th July 2017
Kellyville Village	Thursday 24 th August 2017

Refer to **Appendix 1** for the information booth advertisement in the The Hills Shire Times.

Online Surveys

An online survey is available for community input. The link to the survey will be published on the DoE Project website. The community are also able to complete the survey at information booths. Refer to **Appendix 3** for the survey questionnaire.

Project Website

The Project website, provided by DoE, will provide the community with current project status and monthly progress updates. The project pages are currently available on the Department of Education website [New Schools](#) website. This will be redirected in due course to the new [School Infrastructure NSW](#) website, shortly to be launched.

New Schools - <http://www.dec.nsw.gov.au/about-the-department/our-reforms/innovative-education-successful-students/newschools/north-kellyville-public-school>

School Infrastructure NSW - <https://schoolinfrastructure.nsw.gov.au/>

2.4 The Hills Shire Council

Consultation with The Hills Shire Council (HSC) has commenced and will be ongoing throughout the project phases. An initial meeting was held with TSA and HSC on 19th April 2017 to introduce council to the project and obtain initial feedback. The following key items were raised:

- Parking
- Roadways
- Civil Planning
- Opportunity for Shared Facilities

The DoE and HSC met on the 4th May 2017 to discuss the proposed site boundaries and potential surrounding roads. This meeting determined that the proposed Prentice Ave extension from the proposed Hipwell Ave extension to Hezlett Rd was not required to reflect the LEP due to the school being developed on previously proposed housing development sites.

HSC also proposed further discussions be held to review opportunities for some shared community services to be aligned with the project.

The first formal project meeting was held on 11th May 2017 to formally introduce council to the project and obtain initial feedback. Feedback from the meeting will be considered in the design development. Refer to **Appendix 2** for a copy of the minutes. The following key items were discussed:

- Parking
- Traffic engineering – primary vehicle access of Hezlett Road
- Civil Planning (overland flow, onsite detention and stormwater connections)
- Options for dam dewatering
- Acoustic report requirements
- Development of the adjoin reserve by Council
- Opportunity for Shared Facilities

Parking

A key item raised by council is the provision of parking. The Project is exploring opportunities for parking and maximising street parking for the development.

Shared Facilities

The Department of Education and Council are exploring the feasibility of providing shared community facilities which may include a junior football field and netball courts.

Early Works

A Complying Development Certificate was issued to The Hills Shire Council on 26th May 2017 to commence an early works package on the project site. The early works included demolition of structures and site clearance. Notification of the works was issued to site neighbours via letter drop on 22nd May 2017. Refer to **Appendix 4** for a copy..

2.5 Department of Planning & Environment

The Project has been classified as State Significant Design and will be assessed by the Department of Planning & Environment. A request for SEARs was lodged on 23rd March 2017 and the SEARs were issued on 18th April 2017.

Consultation and engagement with NSW Government agencies, including Transport for NSW, Roads and Maritime Services, NSW Office of Environment and Heritage and The Hills Shire Council, were undertaken as part of the response to SEARs process. These responses are reported in the *Environmental Impact Statement, Section 4*.

3.0 Future Consultation

Consultation and stakeholder engagement will continue throughout the project.

PRG Meetings

PRG meetings will continue monthly per the schedule below:

Project Phase	PRG Meeting
Schematic Design	PRG12 – 29 th June 2017 PRG13 – 27 th July 2017
Detailed Design	PRG14 – 31 st August 2017 PRG15 – 21 st September 2017 PRG16 – 26 th October 2017 PRG17 – 7 th December 2017 PRG18 – 8 th February 2018
Construction	Dates TBC

Information booths

Information booths will be held monthly in the local community. Dates, times and locations will be advertised on the project website and in local newspapers. Until the end of 2017, dates are as follows;

- 24 August 2017
- 14 September 2017
- 24 October 2017
- 04 December 2017

Project Website

The Project website, provided by DoE, will provide the community with current project status and monthly progress updates. The project pages are currently available on the Department of Education website [New Schools](#) website. This will be redirected in due course to the new [School Infrastructure NSW](#) website, shortly to be launched.

New Schools - <http://www.dec.nsw.gov.au/about-the-department/our-reforms/innovative-education-successful-students/newschools/north-kellyville-public-school>

School Infrastructure NSW - <https://schoolinfrastructure.nsw.gov.au/>

Online Survey

Online surveying will continue throughout the project. Links will be provided on the project website and at information booths.

Appendix 1 Information Booth advertisement



Education

**Information Booth
New Public School at Kellyville
North**

The NSW Department of Education is establishing a new Public School at Kellyville North on Hezlett Road between Samantha Riley Drive and Withers Road.

If you would like more information about the project or would like to provide feedback, please visit the information booth on **Thursday 20th July 2017** at the time and venue noted below:

Location: Kellyville Village at 92A Wrights Rd
(in Front of Coles)

Date: Thursday 20th July 2017

Time: 10:00 am to 12:00 pm

Appendix 2 Pre-DA meeting minutes with HSC

NORTH & NORTH-WESTERN SCHOOLS – SYDNEY MEETING MINUTES

KELLYVILLE NORTH PRIMARY SCHOOL

Preliminary Council Meeting #1 – Part 1 | Minutes

Date: Wednesday 19th April 2017 **Time:** 12.00pm
Location: The Hills Shire Council (3 Columbia Court, Baulkham Hills New South Wales, Australia)

Attendees:

Name	Organisation / Role	Email
Robert Buckham	The Hills Shire Council – Development Assessment Coordinator	rbuckham@thehills.nsw.gov.au
Scott Hearne	TSA Management – Project Director	shearne@tsamanagement.com.au
Meg Dutta	TSA Management – Assistant Project Manager	mdutta@tsamanagement.com.au

Apologies:

Meeting #1

Agenda Items

Ref #	Item	Action	Date by
1.	<ul style="list-style-type: none">RB highlighted the significance of having parking requirements associated with the school to be developed. Currently there is a requirement for 74 parking spaces on-site according to the DCP. RB has indicated that ongoing discussions and flexibility with location of parking to be on-street instead of on-site could be given and considered pending submission of further developed concept plans and associated traffic analysisTraffic engineers to look at feasibility of Prentice Avenue becoming a one-way street. RB said option maybe be endorsed by Council however detailed traffic analysis and reporting will be required to be submitted to councilRB reiterated that traffic review is required for the tight on-street parking spaces to the north-east of site on the proposed road extension from Thorogood Blvd as the current design is not supported		

Ref #	Item	Action	Date by
	<ul style="list-style-type: none"> • RB said Council require preliminary civil plans to be submitted that indicate roadworks and more definite road plans, bulk earthworks, stormwater and traffic analysis • RB mentioned Kellyville South Public School where Council have paid for the construction of some school facilities that that could be used for external out of hours purposes. This could be a possible option reviewed for Kellyville North PS • External roads to be developed by DoE and gifted back to Council. RB mentioned this was the norm for all developers who have purchased subdivisional land development works • Traffic light installation required at new proposed road extension to Thorogood Blvd according to Council. This is to be discussed after traffic review of the necessity for it <p style="text-align: center;">Meeting Closed 12:40 PM</p>		

Appendix 3 Community Survey



Kellyville North Public School - Community Survey

Kellyville North Public School - Community Survey

The Department of Education has announced the creation of a new public school in Kellyville North to meet the high growth in North West Sydney. At this stage, the new Kellyville North Public School will be able to accommodate up to 1,000 students within facilities that are technology rich and are configured to create a knowledge building environment. The Department of Education would like to collaborate with the community and encourage your participation with this survey to assist in the planning of Kellyville North Public School.

1. What facilities would you like to see in the new school?

- School Hall
- School Library
- School Canteen
- Out Of School Hours Care (OSHC)
- Car Parking

* 2. What opportunities for community use of school facilities do you think would benefit the community?

- Sporting Fields
- Hall Hire
- Language CLasses
- Other (please specify)

3. What information would you most like know about the project and how would you like to receive this information? (Select all that apply)

- School opening date
- Anticipated enrolment numbers
- Letter Drop
- Local Paper
- Facebook
- Other (please specify)

* 4. Please let us know where you found out about this survey. (Select all that apply)

- Facebook
- Information Booth
- Department of Education 'New Schools' website
- Other (please specify)

5. Do you have any other suggestions?

Appendix 4 Demolition Notification Letter

~~AMJ~~ DEMOLITION & EXCAVATION

ABN: 98 104 920 283

Dear Resident,

22/5/17

I am writing to give you notice that AMJ Demolition & Excavation will be commencing demolition & landscaping works at 120-126 Hezlett Road (Formerly 54-58 Hezlett Road), Kellyville on behalf of the NSW Department of Education.

Works will commence on site on or after the 29th of May. Once we have commenced on site, the works will take 3 weeks to complete.

Works will be carried out between 7.00am and 5.00pm on Monday-Friday, and 8.00am and 1.00pm on Saturday. No Works will be carried out on Sunday or Public Holidays.

The contractor's representative on site is Kalim Antoun 0414 299 769 OR Wasseem Raffoul 0404 654 578 OR Michael Antoun 0449 255 091

Should you have any issues or enquiry regarding the work being carried out, please contact the contractor's representative.

Thank you for your co-operation in this matter.
Kind Regards,

Wasseem Raffoul

Projects Administrator/Coordinator

A: 44 Pearson Street, South Wentworthville

E: admin@amjdemolition.com

T: 02 9687 8873
