

35 – Consultation: Council OEH, TfNSW, RMS Reports



CONSULTATION OUTCOMES REPORT

15 September 2017 | Version 1.0

Waitara Public School
Department of Education



smart people
smarter solutions

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Revision status

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Document Control

Prepared by:	Jade Marin	Date:	15 September 2017
Approved for issue:	Scott Hearne	Date:	15 September 2017



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1.0 Introduction

TSA Management on behalf of the Department of Education are project managing the design and construction of the upgrade to Waitara Public School.

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:

- ☐ *Hornsby Shire Council;*
- ☐ *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 Metropolitan Strategy’s North District and the Global Economic Corridor focuses on facilitating residential growth through the delivery of additional dwellings throughout Sydney over the next 20 years. This forecasted resulting growth pressure in the area is driving the demands for expansions in the existing schools.

This need informs the Business Case for an expansion of the existing Waitara Public School to meet the strategic direction of the NSW Government and the DoE.

The expansion of the existing school will result in 37 new permanent teaching spaces with upgrades to core facilities to accommodate up to 1000 students. The expansion of the existing school is anticipated to be ready for occupation early 2021.

2.0 Stakeholder Engagement

2.1 Consultation & Engagement

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

- a) ☐ Project Reference Group
- b) ☐ Local Community
- c) ☐ Hornsby Shire Council
- d) ☐ Department of Planning & Environment
- e) ☐ Transport for NSW
- f) ☐ 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;
- b) ☐ Principal of Waitara Public School;
- c) ☐ Parent Representative;
- d) ☐ Representative of Department of Education's Asset Management Unit
- e) ☐ Project Manager
- f) ☐ Head Design Consultant

The PRG meetings held to date are summarised below:

Project Phase	PRG Meeting
Business Case	PRG1 – 15 th December 2016 PRG2/3 – 25 th January 2017
Concept Design	PRG4 – 9 th February 2017 PRG5 – 23 rd February 2017 PRG6 – 9 th March 2017 PRG7 – 2 nd May 2017 PRG8 – 16 th May 2017
Schematic Design	PRG9 – 13 th June 2017 PRG10 – 18 th July 2017 PRG11 – 8 th August 2017 PRG12 – 5 th September 2017

Note: PRG meetings will continue monthly throughout 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 at the school and locations within the community. They provide an opportunity for the local community to engage with the Project and provide feedback. Information booths held to date are summarised below:

Location	Date/Time
Waitara Public School	Friday 4 th August, 2.30pm-3.30pm
Waitara Public School	Thursday 31 st August, 2.30pm-3.30pm

Refer to **Appendix 1** for newspaper advertisement.

Online Surveys

An online survey is available for community input. The link to the survey is published on the Project website. Refer to **Appendix 2** 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 [School Upgrades](#) website. This will be redirected in due course to the new [School Infrastructure NSW](#) website, shortly to be launched.

Schools Upgrades: <http://www.dec.nsw.gov.au/about-the-department/our-reforms/innovative-education-successful-students/school-upgrades/waitara-public-school>

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

2.4 Hornsby Shire Council

Consultation with Hornsby Shire Council (HSC) has commenced and will be ongoing throughout the project phases.

The first project meeting was held on 12th July 2017 to formally introduce council to the project and obtain initial feedback. Feedback from the meeting will be considered in the design development. The following key items were discussed:

- ☐ New permanent buildings – Height and Setback
- ☐ Traffic and parking
- ☐ Demountables for Construction Phase
- ☐ Construction Management Plan
- ☐ Stormwater

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 4th July 2017 and the SEARs was issued on 12th July 2017.

Consultation and engagement with NSW Government agencies, including Transport for NSW, Roads and Maritime Services, and Hornsby 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	PRG13 – 24 th October 2017
Detailed Design	PRG14 – 7 th November 2017 PRG15 – 12 th December 2017 PRG16 – 20 th February 2017
Construction	Dates TBC

Information booths

Information booths will be held monthly at the school and at locations within 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;

- 4 October 2017
- 27 October 2017
- 4 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 [School Upgrade](#) website. This will be redirected in due course to the new [School Infrastructure NSW](#) website, shortly to be launched.

Schools Upgrades: <http://www.dec.nsw.gov.au/about-the-department/our-reforms/innovative-education-successful-students/school-upgrades/waitara-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
Proposed Expansion Works at
Waitara Public School**

The proposed expansion of Waitara Public School will be facilitated under the NSW Department of Education.

If you would like more information about the project or would like to provide feedback, please visit the information booth on **Thursday 31st August 2017** at the time and venue noted below:

Location: Waitara Public School

Date: Thursday 31st August 2017

Time: 2:30 pm to 3:30 pm

Appendix 2 Community Survey



Education

Waitara Public School - Community Survey

Welcome to the Waitara Public School Project

Thank you for participating in our survey. Your feedback is very important through each phase of the project.

We understand you may have a number of questions and many ideas about the school upgrade. This survey is a good way to engage with us and let us know what you think!

But first, here are some questions and answers that will give an overview of the project.

Q1: What is the Project?

The Project is the upgrade of Waitara Public School located on Edgeworth David Avenue in Wahroonga.

Q2: Is the upgrade definitely going ahead? Is there a firm commitment from the NSW Government to upgrade the public school?

Yes. Funding has been allocated and the project has been announced by the Minister for Education.

Q3: How many students will the school be able to accommodate?

On completion of the upgrade the school will accommodate up to 1000 students.

Q4: When will construction start, and when will the upgrade be completed and opened?

It is anticipated that construction works will start in 2018, subject to planning approval, with the upgrade expected to open in 2021.

Q5: What are the school catchment boundaries?

The boundaries map can be located on the School Website.

Q6: Does the NSW Government own the land that the school upgrade will be built on?

Yes, the upgrade will be built on the existing Waitara Public School site.

Q7: What will the upgrade provide?

The upgrade will provide a future-focused, technology-rich, knowledge-building learning environment aimed at offering modern facilities to foster state of the art teaching methods for the children.

Q8: How can parents and the community get involved in the project?

The NSW Department of Education would like to encourage members from the community to participate in upcoming information booths and the community survey to capture any feedback and ideas. Information Booths will be held monthly with times and locations advertised in the local newspaper and on the project website.



Waitara Public School - Community Survey

Waitara Public School - Community Survey

The Department of Education has announced the upgrade of Waitara Public School to meet the high growth in the area. On completion of the upgrade the school will be able to accommodate up to 1000 students with 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 the Waitara Public School upgrade.

1. What facilities would you like to see in the school upgrade? (Select all that apply)

- ☐ School Hall
- ☐ Special Programs Spaces
- ☐ Out Of School Hours Care (OSHC)
- ☐ Other (please specify)

* 2. What opportunities for community use of school facilities do you think would benefit the community? (Select all that apply)

- ☐ Sporting Fields
- ☐ Hall Hire
- ☐ Language Classes
- ☐ Other (please specify)

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

- ☐ Upgrade opening date
- ☐ Anticipated enrolment numbers
- ☐ Letter Drop
- ☐ Local Paper
- ☐ Project Website
- ☐ Other (please specify)

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

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

5. Do you have any other suggestions?



Memorandum

25 August 2017

To	TSA		
Copy to	Jade Marin		
From	Sait Buzgan	Tel	9239 7329
Subject	Consultation – Waitara PS – SSD- DA Submission	Job no.	21 26108

Jade

The following provides a summary overview of the consultation that has undertaken by GHD for the Waitara Public School Project. This details the responses to the issues raised in Stakeholder letters forwarded with the Sears requirement's document, issued to the project team.

HORNSBY COUNCIL

New permanent buildings

Council advised that they understood the rationale for proposing three and four storey buildings on the site as it would reduce vegetation removal and maximise open space potential on this modestly sized school site.

Council suggested that the setback to Edgeworth David Avenue and Myra Street should be determined by tree retention potential and not necessarily the setback line of existing building M.

Traffic and Parking

It was noted that traffic, parking and children drop off and pick up are issues that need to be addressed as part of the expansion of the school.

TSA outlined that the main issue for the school is the collection of students in the afternoon as the morning drop off is more spread out but afternoon collection is concentrated. It was noted that the school has an OOSHC facility, many students walk given its small catchment and that school has a current arrangement by where different year groups congregate at different coloured gates along the Myra Street frontage of the site.

Multiple communications (phone calls and emails) were undertaken with Hornsby Shire Council to identify any proposed traffic management schemes and agree on an annual growth rate to identify the horizon year background traffic volumes. See section 4 on background traffic growth and traffic distribution assumptions.

Construction Management Plan

Council advised that a construction management plan would be an important consideration for the redevelopment of the site and that this should be submitted with future applications.

Stormwater

Council advised that Allan Boyd is the Council's contact for stormwater matters and that he should be able to provide some details of existing infrastructure in front of the site.

Council advised that OSD would be required for the new development and that Water Quality Treatment Devices should be included as part of this. Council also requested that a MUSIC model be submitted with the future SSD application

TRANSPORT FOR NSW and ROADS AND MARITIME SERVICES

As noted in our traffic report, we took below steps to undertake consultation.

On 8th June 2017, GHD forwarded an email to Para Sangar (TfNSW). GHD advised in that email the works being undertaken in regards to six school projects, including Kellyville North. We advised that we wished to keep Transport for NSW advised of the developments in regards to the traffic studies for the six schools and asked that they advise us as to their requirements.

On the 13th June 2017, GHD sent an email to Para Sangar, which repeated the earlier request for feedback in regards to the Traffic Assessment that was being undertaken for the six schools.

On the 13th June 2017, GHD received an email from Ken Ho (Transport Planner, TfNSW). Ken advised he would be the point of contact and he raised a number of issues in regards to the six school projects.

On the 19th June 2017, GHD sent an email to Ken Ho, which provided a detailed and extensive response to the issues that Ken had raised.

OFFICE OF ENVIRONMENT AND HERITAGE

Heritage consultants have undertaken below step to coordinate our design with the Office's requirements. As quoted from the Statement of Heritage Impact 1.5:

The methodology used in this SOHI is consistent with Statements of Heritage Impact and Assessing Heritage Significance published by the Heritage Division of the NSW Office of Environment and Heritage (OEH) and has been prepared in accordance with the principles contained in the most recent edition of The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance.

In addition to the heritage studies, below reports have been prepared to coordinate and limit the environmental impacts:

- Biodiversity: Ecologist survey and report for the on-site dam to be de watered.
- Flooding: Preparation of civil engineering drawings and a report that includes discussion of hydrology and management of local overland flows and storm water management.
- Aboriginal Heritage: An Aboriginal Heritage report has been prepared for the project

Regards

Sait Buzgan

Senior Architect

GHDWoodhead

