



# **Department of Education**

## **Young HS - Hilltops Library and Community Facility**

### **EIS Stakeholder Consultation Report**

October 2019

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# 1. Introduction

## 1.1 Purpose of this report

The purpose of this report is to outline and summarise the consultation undertaken during the planning and design development of the Young High School Upgrade and Joint-use Library and Community Facility project, at Young High School, in response to the Secretary's Environmental Assessment Requirements (SEARs), as issued 27 November 2018 (Application number: SSD 9671).

This EIS consultation summary report provides input into the associated Environmental Impact Statement (EIS) being prepared by Ethos Urban. Specifically, this report aims to address the following SEARS requirement:

*During the preparation of the EIS, you must consult with the relevant local, State or Commonwealth Government authorities, service providers, community groups, special interest groups including local Aboriginal land councils and registered Aboriginal stakeholders and affected landowners. In particular, you must consult with:*

- Hilltops Council
- Government Architect NSW (through the NSW SDRP process)
- Office of Environment and Heritage
- Transport for NSW and
- Roads and Maritime Services.

*Consultation with Council, GANSW, OEH, TfNSW and RMS should commence as soon as practicable to agree the scope of investigation.*

*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 Acronyms

|      |                                                      |
|------|------------------------------------------------------|
| AECG | Aboriginal Education Consultative Group              |
| AHIP | Aboriginal Heritage Impact Permit                    |
| AMU  | SINSW Asset Management Unit                          |
| CEP  | Community Engagement Plan                            |
| CUC  | Country Universities Centre                          |
| DA   | Development Application                              |
| DoE  | Department of Education                              |
| DPIE | Department of Planning, Industry and Environment     |
| EFSG | Educational Functional Specifications and Guidelines |
| EIS  | Environmental Impact Statement                       |
| ESD  | Ecologically Sustainable Development                 |
| FAQs | Frequently Asked Questions                           |

|       |                                                   |
|-------|---------------------------------------------------|
| GANSW | Government Architects NSW                         |
| ICT   | Information and Communications Technology         |
| JUPA  | Joint Use Project Agreement                       |
| LALC  | Young Local Aboriginal Land Council               |
| MOU   | Memorandum of Understanding                       |
| OEH   | Office of Environment and Heritage                |
| P&C   | Parents & Community                               |
| PCMP  | Preliminary Construction Management Plan          |
| PRG   | Project Reference Group                           |
| RAP   | Registered Aboriginal Party                       |
| RMS   | Roads and Maritime Services                       |
| SDRP  | State Development Review Panel                    |
| SEARS | Secretary's Environmental Assessment Requirements |
| SiD   | Safety in Design                                  |
| SINSW | Department of Education - School Infrastructure   |
| SLNSW | State Library NSW                                 |
| SSDA  | State Significant Development Application         |
| TfNSW | Transport for NSW                                 |

### 1.3 Scope and limitations

*This report: has been prepared by GHD for Department of Education and may only be used and relied on by Department of Education for the purpose agreed between GHD and the Department of Education as set out in section 1.1 of this report.*

*GHD otherwise disclaims responsibility to any person other than Department of Education arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.*

*The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.*

*The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.*

*The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report. GHD disclaims liability arising from any of the assumptions being incorrect.*

*GHD has prepared this report on the basis of information provided by Department of Education and others who provided information to GHD (including Government authorities), which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information.*

## 2. Stakeholder consultation

### 2.1 Introduction

The Young High School Upgrade and Joint-use Library and Community Facility (the Project) will deliver a key educational facility, a library, for both the Young High School and the greater community of Young. As a joint-use project between the Department of Education (DoE) and Hilltops Council (Council), it brings together state and local governments and as such, has a complex group of stakeholders, all of whom are critical to the overall success of the project.

A consultation strategy was formulated as part of the design development and Environmental Impact Statement (EIS) process for the Project to assist in the identification of key stakeholders and issues for consideration. Consultation with a range of government agencies and community stakeholders was incorporated into the strategy to inform the stakeholders of the project and to allow any issues of concern to be raised at an early stage of the planning process for incorporation into the EIS.

This report provides a description of the consultation activities undertaken with local and state government authorities, special interest groups, service providers, the school and the community. It also outlines the key issues identified and where they are addressed in the EIS submission. The report also includes a description of the consultation activities that will continue throughout all stages of the project.

### 2.2 Purpose and objectives

The aim of the stakeholder and community engagement campaign is to ensure that the stakeholders and the community are aware of and understand the process of the joint-use library and that interested individuals and groups have the opportunity to ask questions, voice concerns and seek more information about proposed plans.

This is in line with DoE's commitment to extensive community and school consultation to achieve the best outcome for the Project and to ensure the built outcomes of the Project capture the needs of both the DoE and the community.

The objectives of the stakeholder engagement process for the Project are to:

- Ensure that a diverse range of stakeholders and the local community are informed about the Project and given the opportunity to provide feedback, for consideration in the preparation of the EIS
- Provide stakeholders and the local community with an opportunity to ask questions and to identify areas of concern with respect to the Project
- Further develop cooperative landowner and community relationships
- Engage with key stakeholders to identify potential issues and opportunities
- Demonstrate that all concerns and issues raised by the stakeholders and the local community are considered in the preparation of the EIS
- Implement an approach to stakeholder and community engagement and communications

### 2.3 Stakeholder and Community Engagement

The engagement campaign that has been constructed and implemented aims to reach as many people as possible, to build their confidence in the planning process, to hear and record their comments and, as far as possible, transparently feed that information through to the Project Reference Group (PRG), which will make the final recommendations to DoE. It is also important

to be clear, during the project phases, how stakeholders can have influence and by what process, as well as identify where the project decisions have been made (such as the decision to create a new library building) and when community members are to be informed rather than consulted.

Community and stakeholder consultation is guided by the Community Engagement Plan (CEP) for the project. The CEP:

- Provides background information about the project
- Identifies the community and key stakeholders with the potential to be impacted by the project
- Identifies the potential nature and extent of stakeholder issues/concerns and relevant strategies to manage these proactively
- Defines key messages, and identifies the communication tools and techniques to disseminate information and provide opportunities for feedback aligned to a program across the various stages of the project
- Identifies and allocates roles and responsibilities

## 2.4 Key stakeholders

Table 2-1 provides a summary of the key stakeholder groups and organisations consulted in relation to the Project and during the EIS preparation period. These stakeholders are likely to be participating in, affected by, or have an interest in the project.

**Table 2-1 Key stakeholders**

| Stakeholder Group  | Stakeholder organisation / role / name                                                               |
|--------------------|------------------------------------------------------------------------------------------------------|
| Local Government   | Hilltops Council                                                                                     |
|                    | Joint Use Project Agreement (JUPA) Advisory Group                                                    |
|                    | Hilltops Council Mayor – Hon. Brian Ingram                                                           |
| State Government   | Department of Education (DoE), Schools Infrastructure NSW                                            |
|                    | Department of Planning, Industry and Environment (DPIE), Including Government Architects NSW (GANSW) |
|                    | NSW Member for Cootamundra<br>- Hon. Stephanie (Steph) Cooke                                         |
|                    | NSW Minister for Education and Early Childhood<br>- Sarah Mitchell MLC                               |
|                    | Deputy NSW Premier<br>- Hon. John Barilaro                                                           |
|                    | Roads and Maritime Services                                                                          |
|                    | Transport for NSW                                                                                    |
|                    | Office of Environment and Heritage                                                                   |
| Federal Government | Federal Member for Hume, NSW<br>- Hon. Angus Taylor                                                  |

| Stakeholder Group           | Stakeholder organisation / role / name                              |
|-----------------------------|---------------------------------------------------------------------|
| Utility Authorities         | Essential Energy                                                    |
|                             | Hilltops Council                                                    |
| Young High School community | P&C                                                                 |
|                             | Students                                                            |
|                             | Staff                                                               |
|                             | Alumni                                                              |
| Local Primary schools       | Young Public School                                                 |
|                             | Young North Public School                                           |
| Other Schools               | Hennessy Catholic College                                           |
|                             | St Mary's Primary School                                            |
|                             | New Madinah College                                                 |
|                             | Monteagle Public School                                             |
|                             | Young Stepping Stones Early Learning Centre                         |
| Tertiary Education          | TAFE NSW - Young                                                    |
|                             | Country Universities Centre (CUC)                                   |
| Aboriginal Groups           | Aboriginal Education Consultative Group (AECG)                      |
|                             | Young Local Aboriginal Land Council (LALC)                          |
|                             | Other Registered Aboriginal Parties                                 |
|                             | Wiradjuri Land Council                                              |
|                             | DoE Aboriginal Education Team                                       |
| Heritage interests          | GML – Heritage Consultant                                           |
|                             | Young Historical Society                                            |
|                             | Lambing Flat Museum                                                 |
| Planning Consultant         | Ethos Urban                                                         |
| Libraries                   | State Library of NSW                                                |
|                             | Young HS Library                                                    |
|                             | TAFE Library                                                        |
|                             | Hilltops Council Library Service                                    |
|                             | <ul style="list-style-type: none"> <li>• Young Library</li> </ul>   |
|                             | <ul style="list-style-type: none"> <li>• Boorowa Library</li> </ul> |
|                             | <ul style="list-style-type: none"> <li>• Harden Library</li> </ul>  |

| Stakeholder Group                                               | Stakeholder organisation / role / name                                                        |
|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Neighbouring Community to Young High School and Carrington Park | Residents<br>Business owners<br>Young Society of Artists                                      |
| Businesses                                                      | Local suppliers<br>Businesses in close proximity to the school                                |
| Transport                                                       | Bus companies<br>Taxi companies                                                               |
| Media                                                           | The Young Witness<br>The Hilltops Phoenix<br>Prime 7 News<br>ABC local radio<br>Young FM 92.3 |

## 2.5 Engagement activities

Engagement has occurred with a range of stakeholder groups, with the purpose of being able to understand concerns and support the school and broader community as we move towards the joint use model for the new community and school library.

Activities have included:

- Communication campaign: Sharing information via a central website, newsletters, letter box drops (including project updates and works notifications), social media, traditional media, school publications and other channels to reach the school and broader community
- Engagement campaign: Hosting information sessions with a wide range of stakeholders within and beyond the school, listening to and capturing their concerns and suggestions, and reporting to the Project Reference Group

A non-technical Project Reference Group (PRG) has been established comprising the SINSW Project Director, School Director, School Principal, Asset Management Unit (AMU) representatives, Architect, Education Consultant, Project Manager, Hilltops Council representatives as well as teacher and parent representatives from the school. Members of the PRG understand the local context and/or key drivers of the project.

The primary functions of the PRG are to:

- Act as a conduit between the project and the community, providing informed feedback to the project team
- Endorse various stages of the project, including the design

A Joint Use Project Agreement (JUPA) Advisory Group has been established and its role is to guide the investigation of the priority joint-use project and review and update the investigation program on an ongoing basis. In signing the MOU, both the Department of Education and Hilltops Council acknowledge that JUPAs are reached with mutual benefits for both parties.

The JUPA Advisory Group is accountable for:

- Fostering collaboration
- Developing solutions which may remove obstacles to the partnership's successful delivery, adoption and use,
- Maintaining at all times the focus of the partnership on the agreed scope, outcomes and benefits
- Monitoring and managing the factors outside the partnership's control that are critical to its success

Table 2-2 summarises the engagement and consultation activities that have been undertaken to date. Through ongoing engagement, the Department of Education has developed a good understanding of key community issues in relation to the Project. This knowledge has been used to inform Project planning and support the EIS.

**Table 2-2 Engagement and consultation activities**

| Activity                          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Timing and outcome                                                                                                                                                                                                                                                                                     |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Darzin database                   | A <i>Darzin</i> online database was created to record and maintain the names, addresses and contact details of all stakeholders, organisations and people that express interest in the Project; and their feedback and School Infrastructure NSW's responses, thereby simplifying data entry, communication and the reporting processes.                                                                                                                              | Updated as required, ongoing                                                                                                                                                                                                                                                                           |
| Website updates                   | Project specific website <a href="https://www.schoolinfrastructure.nsw.gov.au/projects/y/young-library.html">https://www.schoolinfrastructure.nsw.gov.au/projects/y/young-library.html</a> was established as the central hub for finding information, making contact, and where people could register for an information session, or simply have their say. It was carefully constructed to provide detailed information, while being friendly and easy to navigate. | <ul style="list-style-type: none"> <li>• Updated monthly or more frequently as required, ongoing</li> <li>• The site includes FAQs, project updates and the option to provide other feedback.</li> </ul>                                                                                               |
| Facebook and social media         | A Young High School Facebook page was leveraged to help promote engagement opportunities such as the information sessions (Post on 2 July) and to provide links to information that is hosted on the Young High School website, and the School Infrastructure Website.                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>• The school community and wider public were notified of the community information sessions on 2 July 2019 <ul style="list-style-type: none"> <li>◦ 20 individuals reacted to the community information session post</li> <li>◦ 2 shares</li> </ul> </li> </ul> |
| Frequently Asked Questions (FAQs) | A set of approved answers was provided in response to frequently asked questions compiled by SINSW and Hilltops Council collaboratively.<br><br>FAQ's are also located on the School Infrastructure project specific page.                                                                                                                                                                                                                                            | Completed and updated as required on the Hilltops Council website. Issued in August 2018 and updated in June 2019.                                                                                                                                                                                     |

| Activity                          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Timing and outcome                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The Project Reference Group (PRG) | <p>The PRG's main role is to provide feedback and local knowledge to the project team and where appropriate to act as a communication channel through which to feed information between the wider School community and the project team.</p> <p><u>PRG Members</u></p> <ul style="list-style-type: none"> <li>• Principal - Young HS</li> <li>• Director Educational Leadership P&amp;C - Young HS</li> <li>• Teacher's Representative. – Young HS</li> <li>• Senior Group Leader, DoE Asset Management Unit.</li> <li>• Project Manager, GHD</li> <li>• Architect, Hayball</li> </ul> <p><u>Other PRG Attendees</u></p> <ul style="list-style-type: none"> <li>• Community Engagement, GHD</li> <li>• SINSW - Planning</li> <li>• SINSW – Community Engagement Manager</li> <li>• SINSW - Education Consultant</li> <li>• Hilltops Council - Mayor</li> <li>• Hilltops Council - Councillor</li> <li>• Hilltops Council - General Manager</li> <li>• Hilltops Council - Project Officer</li> </ul> | <p>The PRG has met approximately monthly; refer Summary of Consultation Meetings, PRG and Authorities (Appendix A) for meeting dates. PRG meetings included PRG members and other attendees. The PRG assisted in the development of the Educational model for the new school, followed the progress of the design and provided feedback on the design at key milestones. The PRG was required to endorse the Schematic Design included in the EIS.</p> |
| Aboriginal Consultation           | <p>Consultation with aboriginal groups and Registered Aboriginal Parties (RAPs) was undertaken in accordance with the guideline document <i>Aboriginal cultural heritage consultation requirements for proponents 2010</i>, as part of the cultural heritage investigations and consultation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>Details of consultation with aboriginal groups and RAPs is detailed in the Hilltops Library and Community Facility, Young High School, Aboriginal Cultural Heritage Assessment Report (Draft Report) August 2019, Appendix C and D.</p>                                                                                                                                                                                                             |
| Media Releases                    | <p>Media releases were developed as required to provide information about the project to a wide audience through mass media.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p>16/10/2018 - Major Milestone Reached For New Library In Young</p> <p>6/06/2018 - Q&amp;A and talking points</p>                                                                                                                                                                                                                                                                                                                                     |
| Media Interviews and coverage     | <p>Media coverage was undertaken and encouraged at key project stages. Media coverage will help promote the community engagement process and positive message about the development.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>11/07/2019 - Boorowa News - 'Hilltops libraries receive needed boost'</p> <p>5/07/2019 - The Young Witness - Councillor's Column 'Excited to approve library plans'</p> <p>27/06/2019 - Twin Town Times - 'Young Library Surrounded in \$6.5 Million Controversy'</p> <p>16/07/2019 - The Young Witness - Letters to the Editor 'Sad day for users of library'</p>                                                                                  |

| Activity | Description | Timing and outcome                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          |             | <p>25/07/2019 - Hilltops Phoenix - 'From Hilltops Councillor John Horton'</p> <p>30/07/2019 - The Young Witness - Letters to the Editor 'Proposed joint use library site'</p> <p>1/08/2019 - Hilltops Phoenix - Early Works DA Advertisement</p> <p>24/07/2019 - The Young Witness - 'Support the proposed joint use library project: councillor'</p> <p>21/07/2019 - Harden Murrumburrah Express - 'Hilltops Councillor speaks out about the misconceptions surrounding the proposed Young Library'</p> <p>18/07/2019 - The Hilltops Phoenix - 'From Hilltops Councillor Tony Flanery'</p> <p>5/07/2019 - Young Witness - Letters to the Editor 'Resident wants more of an explanation'</p> <p>28/06/2019 - Young Witness - Letters to the Editor 'Imperative we get the full story, says mayor'</p> <p>9/07/2019 - Young Witness - Letters to the Editor 'Mayor's comments will do nothing to endear Mr Hamblin'</p> <p>2/07/2019 - The Hilltops Phoenix - 'From Hilltops Councillor Tony Wallace'</p> <p>2/07/2019 - The Hilltops Phoenix - 'Designs for New Young Library released'</p> <p>2/07/2019 - Young Witness - 'We're really excited': Young High School principal praises library designs'</p> <p>27/06/2019 - Young Witness - 'Joint use library project sparks debate in Council Meeting'</p> <p>27/06/2019 - Facebook - 9 News Riverina</p> <p>27/06/2019 - Facebook - WIN News Riverina</p> <p>27/06/2019 - Facebook - Prime7 News Wagga - 'Hilltops Council have approved the designs for town's new multi-million dollar library'</p> <p>27/06/2019 - Young Witness - 'Designs unveiled for new joint</p> |

| Activity          | Description                                                                                                                                                                                                           | Timing and outcome                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                   |                                                                                                                                                                                                                       | <p>use library and community facility'</p> <p>25/06/2019 - Twin Town Times Article - 'Coming Soon – Hilltops Council Young Library Project Surrounded In Controversy \$6.5 Million Rate Payer Spend'</p> <p>25/06/2019 - Young Witness - Letters to the Editor 'Joint-use library frustration'</p> <p>26/06/2019 - Twin Town Times Article - 'Young Library Project – Council set to Rent its own Building off State Government'</p> <p>21/06/2019 - Young Witness - Letters to the Editor 'Library complex doesn't favour the elderly'</p> <p>18/06/2019 - Canberra Times Article - 'NSW state budget: No funding for Yass, Queanbeyan region schools'</p> <p>15/06/2018 - TV3 News - NSW State Government To Help Fund Education Precinct</p> <p>31/01/2019 - Prime 7 News Wagga - Library debate</p> <p>19/12/2018 - Twin Town Times - Shooters Fishers and Farmers Party Candidate for Cootamundra</p> <p>13/12/2018 - Hilltops Phoenix - Deputy Mayor Councillor Column're really excited': Young High School principal praises library designs, 28 June 2019, The Young Witness</p> |
| Information packs | Information packs detailing project overview and progress, timeline and FAQs. Provided to stakeholders and the community as part of face-to-face engagement activities (Community Information Sessions)               | Information Pack 1 was issued in July 2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Project updates   | Project update flyers were developed to keep the community informed of project progress at key milestones. An electronic version was given to the school with the update letterbox dropped to surrounding residences. | <ul style="list-style-type: none"> <li>• Project Update 1 - November 2018 (distributed through school networks)</li> <li>• Project Update 2 - June 2019 (Letter box drop to 726 surrounding residences on Saturday 29 June 2019)</li> <li>• Project Update 3 - September 2019 (Letter box drop to 726 surrounding residences on Saturday 28 September 2019)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

| Activity                                         | Description                                                                                                                                                                                                                                                                      | Timing and outcome                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Community drop-in sessions                       | Drop-in Sessions were used when there was a need to consult with the school and wider communities about progress of the project.                                                                                                                                                 | Three community information sessions were held in two locations throughout the day Thursday 4 July 2019: <ul style="list-style-type: none"> <li>• Information Session 1: 12pm – 2pm Hilltops Council (Young office)</li> <li>• Information Session 2: 2.30pm – 5.30pm Young High School (in the current library)</li> <li>• Information Session 3: 6pm – 8pm Hilltops Council (Young office)</li> </ul> |
| Internal consultations with school staff and P&C | Significant collaborative activities including consultation across subject areas, student wellbeing and staff professional development have occurred.                                                                                                                            | These include: <ul style="list-style-type: none"> <li>• Education workshops with staff and students</li> <li>• Ongoing design meetings with Head Teachers</li> <li>• End of Term 2 2019 Public Open day</li> </ul>                                                                                                                                                                                      |
| Project Meetings with Authorities                | Meetings have been held with the following authorities: <ul style="list-style-type: none"> <li>• Hilltops Regional Council</li> <li>• JUPA</li> <li>• Government Architects NSW (GANSW)</li> <li>• Office of Environment and Heritage</li> <li>• State Library of NSW</li> </ul> | Timing and outcomes from these meetings are provided in a Summary of Consultation Meetings, PRG and Authorities (Appendix A). Concerns raised were addressed in the Schematic Design.                                                                                                                                                                                                                   |
| Project Correspondence with Authorities          | Issue of draft Traffic Impact Assessment to TfNSW and RMS for review comment                                                                                                                                                                                                     | Traffic Impact Assessment rev H, Green Travel Plan rev D, Construction Traffic Management Plan rev D and Road Safety Audit rev C issued to RMS (Maurice Morgan) and TfNSW (Lee Farrell) via email on 4 September 2019                                                                                                                                                                                   |

### 2.5.1 Key issues

A summary of Consultation, PRG and Authority Meetings is provided in Appendix A.

Table 2-3 below contains a summary of the key issues raised by the community during consultation activities undertaken to date, relevant to the EIS submission, and a reference to where they are addressed in the EIS.

**Table 2-3 Issues raised during consultation with the local community**

| Theme    | Issues                                                                | Where addressed                                                                                                                                                                 |
|----------|-----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Heritage | Ensuring heritage issues have been adequately reported and considered | Refer to the Heritage Assessment completed for existing Young school buildings. This heritage assessment considers related Young heritage architecture and notably the adjacent |

| Theme                           | Issues                                                                           | Where addressed                                                                                                                                                                                                                                                                                                                    |
|---------------------------------|----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 |                                                                                  | courthouse. The design was developed to improve the setting of the new library building in its current location while maintaining massing and scale and improving heritage sightlines to the courthouse.                                                                                                                           |
|                                 | Preservation of the heritage fencing                                             | Refer to Landscape Schematic plans. Care is being taken to preserve the heritage fencing.                                                                                                                                                                                                                                          |
|                                 | Preservation of the significant heritage trees                                   | Refer to the Landscape Schematic plans. These plans include consideration of existing trees to be retained. Landscape development is also considered in: <ul style="list-style-type: none"> <li>Consultation with Hilltops council for inclusion of heritage and culturally significant trees i.e. Reconciliation Tree.</li> </ul> |
|                                 | Ensuring aboriginal heritage issues have been adequately reported and considered | Refer to the Aboriginal Cultural Heritage Assessment Report (Draft Report) August 2019. This assessment report considered findings from the archaeological dig undertaken on site in accordance with Archaeological Research Designs.                                                                                              |
| Community facilities/ joint use | Minimising any loss of green space                                               | Refer to the design drawings. The current design does not intrude onto Carrington Park and additional green space has been incorporated north of the building.                                                                                                                                                                     |
|                                 | Access to all community members                                                  | Refer to the design drawings. All concerns have been reviewed and incorporated into the design including a dedicated public entry and exit connected to Carrington Park.                                                                                                                                                           |
|                                 | Ensuring the facility is joint use and not perceived as a school-only facility   | Refer to the consultation activities table above. Key messaging, as per the Community Engagement Plan (CEP), has been developed to ensure communication and engagement activities have referred to the library as a joint-use facility.                                                                                            |
|                                 | Management of shared spaces, particularly during school hours                    | An operational management plan is currently being developed with SINSW, the School Security Unit and Young High School, which specifically addresses the management of shared spaces, particularly during school hours                                                                                                             |
| Public accessibility            | Lack of public transport connections                                             | This has been considered as part of the Traffic Impact Assessment undertaken as part of the EIS. It is noted that signage and markings for dedicated space for the community bus, library deliveries and for disabled drop-off/pick-up are to be                                                                                   |

| Theme                     | Issues                                                                                                                     | Where addressed                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                           |                                                                                                                            | installed at the Campbell Street layby area.                                                                                                                                                                                                                                                                                                                                        |
|                           | Insufficient parking/ parking is too far from the library building                                                         | This has been considered as part of the traffic Impact Assessment undertaken as part of the EIS. The traffic assessment has noted that access improvements to the Carrington Park car park and reconstruction to provide 36 (2P) parking spaces will offer informal dedicated, convenient and available parking close to the new Library and Community Facility.                    |
|                           | Needs a 'shared-zone' path to enable vehicle drop-offs for persons with mobility issues                                    | The feasibility of a shared zone is currently being investigated for Currawong Walk (the part of Carrington Park adjacent to the library grounds). The project also incorporates an upgrade to the Carrington Park carpark and a new, DDA compliant path from the carpark to the new library facility.                                                                              |
| Child safety and security | Management of separate school and community spaces, two different entry ways, separate bathrooms and variable fence lines. | The School Security Unit is being directly consulted as part of the design process for management of the separate school and community spaces. As per above, an operational management plan is currently being developed with SINSW, the School Security Unit and Young High School which specifically addresses the management of shared spaces, particularly during school hours. |
| Carrington Park           | Minimising loss of space in the park to the library and pathway                                                            | Refer to the design drawings. The current library building is not located in Carrington Park. Landscaping works incorporated to the project will result in aesthetic improvements to Carrington Park.                                                                                                                                                                               |
|                           | Improvements to lighting to ensure safe access                                                                             | Refer to the design drawings. Currawong Walk has lighting included within the design.                                                                                                                                                                                                                                                                                               |
|                           | Impacts to the existing playground                                                                                         | Refer to the design drawings. The current design does not impact the existing playground.                                                                                                                                                                                                                                                                                           |
| Construction              | Noise, dust and heavy vehicle access damaging the park                                                                     | This has been considered as part of the Preliminary Construction Management Plan (PCMP) undertaken as part of the EIS. Refer to relevant sections in the PCMP for more information.                                                                                                                                                                                                 |

## **2.6 Future consultation**

Future consultation regarding the Project would include:

- Ongoing project information dissemination to provide timely, clear and factual information via works notifications, information packs and video, display boards, media releases, project updates, project signage, advertising and letterbox drops
- Information booths and community information sessions at key project milestones
- Time-lapse photographic record of construction
- Ongoing monthly updates of content for the dedicated Project website
- Ongoing management of the SINSW email and phone enquiry line
- Ongoing management of the Darzin database
- Ongoing engagement and design development with members of the PRG

If the Project is approved, the Department of Education will continue to engage with the local community and all relevant stakeholders.

## **Appendices**

## Appendix A – Summary of Meetings - Project Preference Group, Project and Works Updates, Information Sessions

| Activity          | Date                      | Key Topics of Discussion                                                                                                                                                                                                                    |
|-------------------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PRG meeting no. 1 | Thursday 12 April 2018    | Introduction of PRG members, the role of the PRG, delivery process and program, scope of works, community engagement, Council involvement and a site walkover.                                                                              |
| PRG meeting no. 2 | Wednesday 2 May 2018      | Project progress, design development, Education principles, Project risks, community engagement and the joint use shared agreement.                                                                                                         |
| PRG meeting no. 3 | Tuesday 28 August 2018    | Confirming SSDA is the preferred planning pathway, preparation of the CEP and Design development.                                                                                                                                           |
| PRG meeting no. 4 | Tuesday 11 September 2018 | Design development and design options, ongoing site investigations identified as risk to program, CEP amendments.                                                                                                                           |
| PRG meeting no. 5 | Tuesday 25 September 2018 | CEP updates, FAQ development, and schematic design progress.                                                                                                                                                                                |
| PRG meeting no. 6 | Friday 19 October 2018    | EFSG requirements, inclusion of music room and schematic design development.                                                                                                                                                                |
| PRG meeting no. 7 | Monday 5 November 2018    | Draft Landscape Options, heritage fence and schematic design development.                                                                                                                                                                   |
| PRG meeting no. 8 | Monday 19 November 2018   | Landscape design and confirmation heritage fence to be retained and schematic design development.                                                                                                                                           |
| PRG meeting no. 9 | Friday 1 February 2019    | Updated library layout, safety and security issues, learning area size, design opportunities, access, location of toilets and canteen, landscape design, program changes, early works package, community feedback and political opposition. |
| PRG meeting no.10 | Friday 1 March 2019       | Lift options and DDA requirements, Façade options, refurbishment of block EE, toilets and canteen layout, postpone                                                                                                                          |

| Activity                                                       | Date                    | Key Topics of Discussion                                                                                                                                                                                    |
|----------------------------------------------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                |                         | the contract award date for the Early Works.                                                                                                                                                                |
| PRG meeting no.11                                              | Friday 5 April 2019     | SiD and Buildability workshop, expected submission date of the EIS/ SSDA, Early works requirements, Communications protocols, expected schematic design completion and development of artists' impressions. |
| PRG meeting no.12                                              | Friday 5 July 2019      | DA lodgement, Council sign-off, early works, health and safety and furniture.                                                                                                                               |
| PRG meeting no.13                                              | Monday 12 August 2019   | Program update on early works, design development, cost estimate, upcoming collateral.                                                                                                                      |
| PRG meeting no.14                                              | Monday 9 September 2019 | No AHIP required for Early Works, Tenderer clarification requests, Sign-off of Early Works schematic and detailed design (excluding canteen and toilet block).                                              |
| Councillor Workshop                                            | 18 October 2018         | Presentation of concept design to Councillors. Q&A session with Councillors including Councillor feedback. Feedback included the need to include ESD where possible, cost, community consultation.          |
| Councillor Workshop                                            | 31 January 2019         | Presentation of schematic design and program to Councillors; Q&A session with Councillors.                                                                                                                  |
| Council Meeting                                                | 4 April 2019            | Presentation of schematic design to Council project representatives to consider status of design documentation and costings in readiness for next Councillor workshop.                                      |
| Council Meeting                                                | 25 June 2019            | Discussions and inputs into ICT design and coordination of ICT systems.                                                                                                                                     |
| Joint-use Library and Community Facility Education Workshop #1 | 6 June 2018             | Workshop to identify inputs and user requirements into the functional design brief for the proposed library.                                                                                                |
| Joint-use Library and Community Facility Education Workshop #2 | 19 October 2018         | Workshop to obtain user groups input into development of the schematic design floor plan layouts                                                                                                            |

| Activity                                                                                                                                                                                                                                   | Date                                                                      | Key Topics of Discussion                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| State Library NSW Consultation Meeting                                                                                                                                                                                                     | 20 April 2018                                                             | Meeting to obtain State Library inputs into the functional design brief.                                                                                                                                                  |
| State Library NSW Review Meeting                                                                                                                                                                                                           | 12 October 2018                                                           | Presentation of draft schematic floor plans and area schedules to obtain commentary from State Library NSW.                                                                                                               |
| State Library NSW Review Meeting                                                                                                                                                                                                           | 16 April 2019                                                             | Follow up meeting to update State Library NSW on the project, identification of operational issues and discussions on operating expenses.                                                                                 |
| Office of Environment and Heritage Meeting                                                                                                                                                                                                 | 30 November 2018                                                          | Meeting to clarify the two OEH suggested heritage assessments required by the SEARS and consider proposed strategies for addressing heritage requirements (historical and cultural heritage, archaeology and built form). |
| Presentation to Government Architects Office NSW (GANSW)                                                                                                                                                                                   | 14 November 2018                                                          | Review and commentary by GANSW, confirmed via GANSW letter dated 20 December 2018, titled <i>Young High School and Community Library SDRP Session 20, First Review – 14.11.18</i>                                         |
| Project update – letter-box dropped to local community and an electronic copy given to the school                                                                                                                                          | November 2018                                                             | The purpose was to announce the project, provide an overview of the design and planning process, answer some FAQs and advise on feedback avenues.                                                                         |
| Project update – letter-box dropped to local community and an electronic copy given to the school                                                                                                                                          | June 2019 (Letter box drop to local community on Saturday 29th June 2019) | The purpose was to announce Council endorsement of the project, provide an overview of the projects progress and advertise the upcoming community information session.                                                    |
| Information session - three community information sessions were held throughout the day in two locations to allow community members to drop in, review the designs, and speak to the project team at a time and place convenient for them. | Thursday 4 July 2019                                                      | Please refer to Table 2-3 for key issues raised throughout the sessions.<br><br>Information display boards detailing the site plan, SSDA process and key milestones were also created for this event.                     |

| Activity           | Date                                                                                            | Key Topics of Discussion                                                                                                                                                                       |
|--------------------|-------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Works notification | September 2019 (Letter box drop to local community on Saturday 28 <sup>th</sup> September 2019) | The works notification was letterbox dropped to local community and an electronic copy given to the school. The purpose was to advise of upcoming early works.                                 |
| Website updates    | On a monthly basis                                                                              | The School Infrastructure project website about Young High School is updated monthly to ensure up-to-date information about how the project is progressing and upcoming engagement activities. |

GHD

Office 3, Kemp Building 176 Carp Street  
Bega NSW 2550

T: 61 2 6113 3200 F: 61 2 6113 3299 E: cbrmail@ghd.com

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|          |        | Name          | Signature                                                                           | Name               | Signature                                                                             | Date     |
| A        | R Lee  | Vanessa Clark |  | Mike Dean          |  | 23/10/19 |
|          |        |               |                                                                                     |                    |                                                                                       |          |
|          |        |               |                                                                                     |                    |                                                                                       |          |

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