



Operational Plan of Management for the Weigall Sports Complex and Carpark

Sydney Grammar School
8 March 2021 Rev B

1. Introduction

This plan has been prepared by the Sydney Grammar School (SGS) to outline the key operational arrangements for the new Weigall Sports Complex (WSC) at the Weigall Playing Fields (Weigall) at Rushcutters Bay and to ensure that the facility is managed in an orderly manner. Weigall Sports Complex is comprised of two buildings:

- Building 1 – Sports facilities building (Building 1), and
- Building 2 – Carpark (Building 2).

2. The Site

Weigall Playing Fields are bordered by Neild Avenue to the west, State Rail land and the Eastern Suburbs Railway viaduct to the north, the former White City (Hakoah Club and Maccabi Tennis Club), SGS Edgecliff Preparatory School, Vialoux Avenue, Alma Street and residential development to the south and north-east.

A Sydney Water stormwater channel traverses the site. A right of way from Alma Street, benefiting the site, crosses the land formerly known as White City.

Weigall comprises playing fields Weigall 1, 2, 3 and 4 with the Weigall Pavilion at the corner of Neild Avenue and New South Head Road and a small grandstand facing the fields located on Neild Avenue. Tennis Courts and practice basketball courts are currently located on Weigall 5.



Figure 1 – Site Map

The new Weigall Sports Complex will be located on the existing tennis courts and land to the north and the carpark will be located on the existing cricket nets.



Figure 2 – Location of Weigall Sports Complex

3. School Operating Hours

School base operating hours and the new operating hours for the Weigall Sports Complex are outlined below:

College Street

School hours for students:	Monday to Friday - 08:15am to 3:00pm
School reception operating hours:	Monday to Friday - 08:00am to 6:00pm
Sports training:	Monday to Friday – 6:30am to 8:00pm
Sports competition:	Saturday - 7:00am to 3:00pm

Edgecliff Preparatory School

School hours for students:	Monday to Friday - 08:00am to 3:30pm
School reception operating hours:	Monday to Friday - 08:00am to 4:00pm
Sports training:	Monday to Friday – 7:00am to 4.30pm
Sports competition:	Saturday - 7:00am to 12midday

Weigall Playing Fields

Sports training:	Monday to Friday – 6:30am to 6:00pm
Sports competition:	Saturday - 7:00am to 3:00pm

Weigall Sports Complex

Sports training:	Monday to Friday – 6:30am to 8.00pm
Sports competition:	Saturday - 7:00am to 3:00pm

Other extracurricular activities may occur outside core school hours on weekdays, weekends and public holidays.

Weigall Sports Complex proposed operating hours:

Sports training, curricular, sports competition, community use:

- Monday to Saturday: 6:00am to 10:00pm
- Sunday: 6:00am to 6:00pm

4. Weigall Sports Complex

The Weigall Sports Complex is predominantly consolidating existing school sporting activities from various parts of Sydney to the campus at the Weigall Playing Fields and will be staffed by some new, but mostly existing, staff members and existing contracted services such as catering and cleaning that currently service the Weigall Pavilion.

It is envisaged that four additional staff members will be employed to operate the complex.

Pedestrian and public access to Building 1 will be restricted to a dedicated entry lobby accessed via a gate on Neild Avenue on the north side of the building under the main stair.

Pedestrian access for visitors arriving by car will be via an on-grade pedestrian path leading from Building 2 off Alma Street and surrounding existing and reconstructed pathways.

There will not be a functions space in Building 1 as these activities will continue to be accommodated in the Weigall Pavilion where there is a full commercial kitchen which caters to the existing school population and functions. All performing arts and other full school gathering are held at the College Street campus at the 1,500 seat John Valance Hall. The College Street Speech Day is held at the Sydney Town Hall.

4.1 General Operations

The Weigall Sports Complex will be used by students throughout the year (summer and winter terms as well certain times within school holidays) for the following activities:

- Swimming
- Basketball;
- Volleyball:
- Water Polo;
- Swim squad training;
- Lifesaving;
- Fencing:
- Taekwondo
- PDPHE lessons;
- Fitness/strength and conditioning training;
- Ancillary post training remedial services; and
- Learn to swim for Preparatory and Junior School students.

Also see Section 6 Community Use.

4.2 Amenities at the Weigall Sports Complex

In addition to the activities mentioned above, the following amenities will be provided to in the Weigall Sports Complex:

- A controlled foyer entry and reception area servicing Neild Avenue pedestrian access points;
- A controlled gate for the entry to the Building 1 loading dock
- A controlled entry point for the Building 2
- Administration offices and on-deck pool manager office with visibility to both pools;
- Change rooms and bathrooms;
- Seating for the following areas:
 - Multi-Purpose Sports Hall (Basketball / Volleyball) - approx. 195-215
 - Main Pool (33 x 25m pool) - approx. 180-200
 - Program Pool (20m x 10m) - approx. 50 - 60
- 3 Multifunction rooms; and
- Pool control room.

4.3 Deliveries

All deliveries and equipment to Building 1 will be via the Neild Avenue loading bay utilising the goods lift which serves each level of the building.

Supplier and subcontractors will be directed to provide school deliveries, loading or unloading between 6.00am to 5.00pm on weekdays.

4.4 Waste Management

Collection frequencies will be set twice weekly for general waste and recycling initially, to cater for increased volumes of materials expected to be generated during the first two months of occupancy.

After this, collection frequencies will be adjusted based on reduced volumes of materials generated. This is expected to be no more than once per week during term. Waste compaction equipment is not proposed for the Weigall Sports Complex as the volumes of expected materials are too low to warrant installation of these types of systems.

Collection of general waste and recycling from the playing fields/public areas and the Sports Complex will be carried out by SGS's cleaning and/or maintenance staff.

Waste management collection will between 6am to 12 midday.

Please refer to Waste Management Report by Waste Audit

4.5 Acoustic

Noise mitigation strategies developed by the appointed acoustician will be implemented to minimise the impact on adjoining residences and the surrounding public domain. The Weigall Sports Complex has been designed such that the majority of the visitors will enter and exit Building 1 on the north side of the building away from residential buildings to the south.

The Building 2 - Carpark is below the residential buildings on Alma Street. Noise mitigation measures will be provided on the southern side of the carpark adjoining the residential.

All attendees will be encouraged to leave the premises in an orderly and quiet fashion in consideration of the limits of noise in residential areas outlined in the Protection of the Environment (Noise Control) Regulation 2008.

Loitering at the front of the premises will be monitored and actively discouraged.

CCTV coverage of the Weigall Sports Complex will allow School management to ensure compliance with the above stated policies.

The design of the new facilities has taken into consideration acoustics inside and outside of the building to ensure minimal impact to the School and its surrounding community.

4.6 Security

Sydney Grammar School ensures a safe and secure environment for staff and students. Sydney Grammar School has an onsite manager who lives at 24 Alma Street who is the first point of contact for security issues at Weigall.

All employees and contractors are inducted prior to working in any areas of the School.

Security measures operate 24 hours a day, including security guard presence outside regular school hours and CCTV throughout the school.

Additional security personnel will be provided on a needs basis for out of hours activities.

Appropriate CCTV security will be installed throughout the new facilities.

Building 1 and 2 will be alarmed and fitted with access control. Programmable passes with varied levels of access will be issued to staff members – access permissions will be relative to the performance needs of their roles.

Statutory and selected discretionary signage will be erected indicating primary access, prohibited access, emergency egress, location of amenities, waste storage areas etc. Temporary signage may be provided identifying hours of sporting fixtures and requesting consideration of noise when exiting the premises.

Building 2 security access will be gated and monitored through CCTV.

4.7 Weigall Sports Complex Management

a) Sports Staff

The facility will be overseen by the Director of Sport with a number of staff responsible for the administration of the facility including:

- Aquatic Centre Manager/Senior lifeguard
- Community Interface Manager
- Deck Pool Hand/Lifeguard
- Reception/Administration officer

Other staff working in the pool and fitness areas may include the following however their principle location(office) will be at College St or Edgecliff Preparatory School:

- Head of Secondary Sport
- Head of Junior Sport
- Learn to Swim Teachers
- Swim Squad Teachers
- PDHPE Staff
- Coaches

b) Facilities Staff

There are currently two maintenance staff, with two additional contracted staff assigned to work on various building services (electrical, hydraulic, fire), including the existing and proposed landscaped areas, along with contracted specialist trade contractors for tasks as required.

Note that facilities staff service all school campuses, including College Street and Edgecliff Preparatory School.

Facilities staff are qualified with a range of general skills, however there are times when external trade and specialist contractors are required to service areas such as fire safety, pest control, electrical/mechanical/hydraulic systems and lift maintenance.

4.8 Food Storage/Preparation

Building 1 includes a canteen style area adjacent to the programme pool which is externally facing. This will be used to serve hot and cold drinks, snacks and pre-packaged food on sports days. For larger sports days, SGS may bring in a pop-up food truck that will be positioned adjacent to this area to utilise services (water and power etc). Deliveries to the facility will be via a loading bay area to be signposted on Neild Avenue.

4.9 Cleaning and Landscape Maintenance

The Weigall Sports Complex will be cleaned on a daily basis in accordance with material and manufacturer requirements as is current practice for other School

facilities. The School has cleaning contractors managing the whole site and they will be responsible for all public areas, change rooms, pool deck, bathrooms and offices.

The School will engage a specialist pool contractor to ensure the cleaning of the Weigall Sports Complex and water quality is maintained at all times to statutory standards.

Annual WHS inspections are conducted on all School facilities.

4.10 Emergency Egress

The School has Emergency Response Procedures and Emergency Evacuation Plans for the Weigall Playing Fields and by extension the Weigall Sports Complex. These will be updated before occupation of the Weigall Sports Complex with the appropriate training provided to staff who work in this area.

4.11 Fire Protection/Safety

The School has a Fire Protection Safety Plan which is incorporated in the School's Emergency Procedures.

4.12 Incident Register

The School has an accident, incident & injury reporting policy and procedures that apply to all employees, students, volunteers and contractors. The policy and procedures provide a mechanism for reporting and recording incidents in accordance with legislative requirements, analysing the data to implement corrective action, monitor and improve the safety of all who may be impacted on by the business of the School.

4.13 School Code of Conduct

The School requires all staff and students to comply with the School's Code of Conduct Policies.

5. Parking and Access and Public Transport

5.1 Weigall Sports Complex - Access points

a) Pedestrian Access

There are two existing entry points for pedestrian access to the Weigall Fields. These points are secured at all times. The existing gates adjacent to Weigall Pavilion on Neild Avenue are located as indicated *in Figure 3*. This is the pedestrian drop off point adjacent to the bus stop on Neild Avenue.

The gate access points at Alma Street near the Edgecliff Prep School is also the emergency/small delivery vehicle access. These access points will not change.

Figure 3 Pedestrian Access



b) Vehicular Access

There are two existing entry points for vehicular access to the Weigall Sports Complex as identified in Figure 4 below.

Figure 4 – Vehicular Access



The proposal provides for a carparking for 102 spaces (Building 1 – 5 spaces and Building 2 – 97 spaces) that will cater for both staff and visitor parking.

Building 1 will accommodate some staff and access car spaces, parents for the morning and afternoon drop off and pickup (respectively) during weekdays and on weekends. Access to the Building 1 will be controlled to ensure appropriate use of parking and maintain school site security.

Building 2 will provide on-site parking provisions for use by staff on weekdays and to assist in accommodating parking demands associated with the new Weigall Sports Complex outside typical school hours and on weekends.

Building 2 access will be provided via an existing gate located at the northern end of Alma Street.

In addition to providing parking for the Weigall Sports Complex, the location and design of the Building 2 - Carpark has been determined so that it will be used as a queueing area for the Edgecliff Preparatory School. The existing drop-off arrangement will be retained, but carers will be able to enter the car park to park and/or queue. A traffic management plan similar to that which is currently in place will be implemented for the Building 2 – Carpark.

c) Public Transport

Staff and students are encouraged to use public transport including buses, which run regularly along New South Head Road, and trains that are easily accessible from Edgecliff and Kings Cross Stations.

Between three and five buses will pick-up and drop-off students on a rotation basis before and after school from College Street. There is no morning bus drop off as students make their own way to Weigall. Bus pickup by the school occurs at 8.00am in the morning for return to College St. The afternoon drop off from College St at Weigall is at 3.30pm (five buses) and pickup back to College St is at 5.00pm (two buses).

SGS charters bus services throughout the school terms for various events and activities. These services are generally operated between College Street and Weigall and are outside peak times.

6. Community Use

a) Community Use Overview

The School is seeking to provide community use of the Weigall Sports Complex. The School however is limited in its capacity to provide unrestrained public access to facilities as a result of its duty of care to student's safety, the school's own usage requirements, and the resulting potential uncontrolled vehicular traffic resulting from unlimited community use. The School is therefore proposing to invite community use from groups such as the local public schools, where physical access and vehicular traffic access can be controlled.

The SGS Weigall Sports Complex has been designed to be able to accommodate community uses with direct pedestrian access from Neild Avenue to Building 1.

Consistent with SEPP (Educational establishments and Child Care Facilities) 2017 Schedule 4 Design Quality Principle 3, SGS will actively seek opportunities for their facilities to be shared with the community outside of school hours within the following parameters:

- Community use of Building 1 is to be provided to external organisations (such as local schools including Glenmore Park Public School, tertiary educational establishments, sports associations, clubs etc).
- SGS would have a formal agreement with organisations accessing Building 1 (setting out agreed access times/dates that fit within the SGS usage profile, behaviour, responsibilities, transport/parking, number of people, supervision, areas that can be accessed, fees etc).
- A community use usage profile would be prepared and submitted to Woollahra Council and/or DPIE prior to the issue of an occupation certificate. The profile could be reviewed periodically (say every three years).
- It would not be reliable to provide a detailed community usage profile as part of the EIS given the 18 - 20-month construction timetable and the uncertainties that arise from the COVID-19 crisis (for both SGS and other organisations).
- On-site parking (in Building 2) will not be provided for community use groups.

Community access is to be restricted to organisations (rather than individuals) as it enables better management of SGS's duty of care to its students and it minimises potential environmental impacts associated with wider community use (for example traffic, on street parking demand and noise).

b) School facilities to be used

The current proposal is for the swimming pools at ground level to be made available to community groups. Access would be from Neild Avenue and all necessary facilities, including change rooms and toilets, are conveniently located on each level.

The carpark will not be available to these users as SGS would like to confine all visitors to a single-entry point being the Neild Avenue entry to Building 1.

The bus zone along Neild Avenue will be used by groups arriving and leaving by coaches.

c) Types of Functions/Activities carried out

i) Functions

There are no function spaces or suitable catering facilities in Building 1. Functions will continue to be accommodated in the Weigall Pavilion which houses a full commercial kitchen that caters to the existing school population and functions. All performing arts and other full school gatherings are held at the College Street campus within the 1,500 seat John Valance Hall. The annual College Street Speech Day is held at the Sydney Town Hall.

ii) Community activities

The principal community activities will be swimming lessons for local schools that are able to walk to the Weigall site, or for schools that can transport their students by coaches and use the bus zone for drop-off and pick-up.

Other community organisations wishing to use the swimming pools would be welcomed outside school and SGS training hours and where vehicular access can be limited to walking or buses rather than private cars.

d) Maximum occupancy and hours/days of operations of such uses

SGS has a full complement of term and school holiday activities for the Weigall Sports Complex. Table 1 sets out times when community-based organisations could use the Weigall Sports Complex (being times when the facility is not normally required by SGS).

e) Likely frequency of community uses within the site.

As noted in Table 1, the Weigall Sports Complex would be available for community use as follows:

- During school term: Up to 69 hours each week
- During school holidays: Up to 91 hours each week.

The actual duration of occupancy by community organisations is expected to be shorter but SGS has endeavoured to provide maximum flexibility to meet the requirements of potential community users. Groups would generally be at the pool for a total time of approximately 2 hours (arrive, change, swim, shower and change, leave). s

Table 1: Community use availability (hours of operation and occupancy)

Day	Time	Max Occupancy (persons)	Hours/Comment
During Term			
Monday to Friday	9am to 3pm	Pool 1 – 48 to 50 Pool 2 – 48 to 50	Up to 30 hours per week Community Organisations by agreement with SGS.
Monday to Friday	6pm to 10pm	Pool 1 – 48 to 50 Pool 2 – 48 to 50	Up to 20 hours per week. Community Organisations by agreement with SGS. Scheduled local groups within 1.5km radius (on presentation of proof of address).
Saturday	4pm to 10pm	Pool 1 – 48 to 50 Pool 2 – 48 to 50	Up to 6 hours per week Community Organisations by agreement with SGS. Scheduled local groups within 1.5km radius (on presentation of proof of address).
Sunday	9am to 10pm	Pool 1 – 48 to 50 Pool 2 – 48 to 50	Up to 13 hours per week Community Organisations by agreement with SGS. Scheduled local groups within 1.5km radius (on presentation of proof of address).
Hours available for community use per week			Up to 69 hours
School Holidays			
Monday to Sunday	9am to 10pm	Pool 1 – 48 to 50 Pool 2 – 48 to 50	Up to 91 hours per week Community Organisations by agreement with SGS. Scheduled local groups within 1.5km radius (on presentation of proof of address).
Hours available for community use per week			Up to 91 hours

Note:

Pool 1 is the water polo/main pool

Pool 2 is the programme pool

- f) Any additional noise and traffic assessment in relation to out of hours community use of school facilities

Due to the profile of community users (organisations rather than individuals) and the requirement to travel to the site by foot or bus, community use of the facility will not generate noise or traffic beyond that anticipated by the SGS activities. Given this, there is no need to complete any additional noise or traffic assessments.

7. Construction Management

The Contractor will coordinate with Jattca Property Solutions, Sydney Grammar School, the principal consultants and trade partners working on project as well as with designated school staff and stakeholders.

The Contractor will ensure suitable and safe access, including any applicable social distancing precautions, is maintained at all times around the site for SGS staff, students, and visitors by the Contractor, including but not limited to the preparation of, and consultation regarding, the maintenance of an access plan that will incorporate:

- Temporary signage around the site;
- Temporary pedestrian crossings, particularly where the works mean that pedestrians should not be moving immediately adjacent the site, even for school events / activities;
- Temporary paths and ramps;
- Hoardings and protective screens; and
- Temporary lighting.

Hours of work permissible by Woollahra Municipal Council/DPIE will be followed over the course of the project:

- General Site Works: Monday to Friday 7.00am to 6.00pm,
- Blasting: Monday to Friday 8.00am to 5.00pm
- Saturday 8.00am to 1.00pm.

The above working hours are preliminary and subject to the working hours granted under the development approval process. No works to be undertaken on Sundays and Public Holidays.

During construction, there will be no deliveries during school term between the hours of 8am – 930am and 2pm to 4pm.

8. Nomination of responsible people and contact details

The following School staff would be points of contact depending on the nature of the enquiry:

Dr Richard Malpass
Headmaster
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Mr Greg Whitbread
Head of Facilities Management
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