

St Catherine's Development Community Consultative Committee

Meeting No: 19

Date: Tuesday 26 May 2020, 6.30pm

Venue: Zoom video conference

Attendees	
<p>Community Members: Danny Caretti – Charing Cross Precinct/ neighbouring resident Julie McAlpin – Charing Cross Precinct Chelsea Hunnisett – Bronte Beach Precinct Dom Egan – Resident</p> <p>Independent Chair Roberta Ryan</p> <p>Minute taker Stella Cimarosti</p>	<p>St Catherine's Andrew Grech Warwick Smith</p> <p>Richard Crookes Belal Afyouni - Project Manager Cameron Waller – Construction Manager</p> <p>Waverley Council Tony Pavlovic</p>
<p>Apologies: Kate Marshall – resident</p>	

Item	Description	Action/Responsibility
1	Welcome and introductions	
1.1	RR introduced Tony Pavlovic from Waverly Council. TP noted he would be attending the meetings on behalf on Waverley Council.	
2	Apologies	
2.1	Kate Marshall emailed her apology.	
3	Acceptance of minutes from last meeting	
3.1	CH and JM accepted minutes from previous meeting.	
4	Actions arising	
4.1	4.2 from previous minutes was actioned. AG noted that a site visit could be arranged if members still wanted to do one. It was suggested that by the next term break (end of June) restrictions may have eased further and if the committee can meet face to face then potentially a site visit could happen before the meeting. It was agreed that this could be arranged closer to the meeting.	
4.2	BA provided an update on action 6.5 from the previous minutes. The excavation company has been spoken to, to ensure that trucks aren't arriving before 7am. The company has also Confirmed the layover parking area which is not disruptive for the community. BA asked if there had been an improvement for residents.	

	<p>DC noted that KM initially raised this issue and was not here to speak to the current situation.</p> <p>TP questioned where the traffic management plan indicated trucks should park?</p> <p>BA advised that Queens Park was identified in the plan.</p>	
4.3	<p>AG noted that action 7.1 from the previous minutes was in progress and the website would be updated to make the call out for database subscriptions more prominent.</p> <p>JM and CH also noted that database information was shared with the Precinct Committees as requested.</p>	
4.4	<p>AG advised in response to action item 9.2 from the previous minutes that as the contract for garbage collection was closed, new penalties could not be added. The contract can only be amended when it is up for renewal or if it is terminated.</p> <p>JM questioned if the garbage collection was still causing issues?</p> <p>DC advised that it had been ok since the last meeting with one instance of the truck arriving early, keeping their engine running and having to wait, blocking the driveway until the bins were unlocked.</p>	
4.5	<p>Email from KM regarding driving behaviour was read by the chair. The email touched on safe driving, illegal parking and engine noise while sitting idle.</p> <p>AG advised that year groups returned to school in waves starting four weeks ago. This week was the first week that all year groups have been back at school. Current Government guidelines advise that students should walk or be driven to school. Since all students returned we have had some congestion issues. As a result of issues with using Leichhardt Lane for pick up and drop off we have moved the year 5 and 6 students to Macpherson Street. We have also had issues with Macpherson Street in the evenings during pick up. To help manage this we have had additional staff directing traffic on site during pick up and drop off. We have specifically had a member of staff at the Bronte Street garage to stop parents from parking across the driveway. We are aware that there have been issues over the past few weeks and we are doing our best with additional staff to manage this under new conditions. We have been encouraging parents to do a loop around the block when its crowded, arrive later or park up the road and walk to the school. Senior students specifically have been encouraged to walk. School buses are now operating also. Constant communication has been occurring with both students and parents about pick up and drop off. Parents are looking out for instructions but we are having some issues with compliance which we will continue to work on.</p>	RR to send signage email from KM to TP.

JM questioned if the school had considered bringing in any external consultants to address the attitudinal problem which seems to be causing the issue?

AG noted that it is the minority causing the issue with the staff. On the whole there is compliance however, congestion is a problem at the moment due to larger numbers of students being driven based on government direction.

DC asked if it would be possible to stagger arrival and pick up in a more specific way. For example have year 7 and 8 start half an hour later.

AG noted that drop off isn't such of an issue outside of the junior school and is being adjusted to remedy the issues. The issue at the moment is policing it.

DC noted that holding back certain years would surely help.

AG advised that the school had looked at this however, there are some concerns around duty of care if we release students early. There are also a number of families with students in multiple years. At the moment we are focused on managing it with more staff.

DC noted that the current conditions are unique and therefore unique problem solving might be necessary.

JM noted that staggered pick up and drop off would likely be an issue for working parents. JM also noted that she had seen more staff in Leichhardt Lane assisting with traffic management.

DC commented that a lot of working parents would probably be working from home and that more needed to be done.

AG noted that currently the school is offering free after school care which means that any junior school students who aren't picked up go into after school care. School sport is also picking back up which should help to naturally stagger the pick-up times.

DC asked if social distancing was being implemented on the buses.

AG advised that social distancing was not in place on the school buses.

TP noted that council would be starting to issue enforcements to parents illegally parking from tomorrow.

RR commented that in the past the committee had asked council to do some visible enforcement at the start of term. This has helped in the past.

TP noted that council have definitely increased the activity. The council now have a formalised school roster for parking rangers. It is a zero tolerance approach. It would be good if the school could also emphasise this zero tolerance approach in its newsletters. Parents are putting students at risk with these driving behaviours.

	<p>RR questioned if TP was aware of the signage issue raised by KM via email?</p> <p>TP noted that he had not received anything about signage however, had received an email about property damage.</p> <p>RR advised she would send the signage email to TP.</p>	
5	Stage 1 Update	
5.1	<p>BA advised that the crane installation went really well. The community were very supportive. In terms of general construction the piling work is about 95% complete and excavation about 80-85% complete.</p> <p>Structural concrete work will start in the next couple of weeks so the community may notice concrete trucks in the area.</p>	
5.2	<p>DC noted that last Friday vibrations could be felt during the day. Nothing could be heard from inside or outside the property however, shaking vibrations could be felt. KM also noted to DC via message that she felt the vibration.</p> <p>BA advised that on Friday the only work happening was the removal of material from site. No piling or excavation work was occurring. Vibration monitors also didn't go off at this time.</p> <p>RR questioned if AG was aware of any other activities happening?</p> <p>AG responded that he was not aware of anything else happening.</p> <p>DC commented that it was unusual and definitely something happening underground. DC questioned when digging or rock breaking had been happening?</p> <p>BA noted that the only rock breaking that has been carried out on site to date happened in mid-March when the footing for the crane was dug out.</p> <p>DC asked if it could have been something being pushed into the dirt.</p> <p>BA advised that no piling was happening on Friday. All that was done was the removal of materials from site.</p> <p>DC noted that this remains a mystery.</p>	
5.3	<p>WS requested BA provide some detail on the upcoming excavation now that the hole is much deeper and rock is usually more solid.</p> <p>BA advised that the same method will be adopted as when the crane footing was cut. We will saw-cut around the perimeter of the area to be excavated to separate that area from the rest of the ground. We then cut biscuits shapes into that piece so that it can be removed in smaller pieces.</p> <p>BA also noted that there would be a vibration monitor on site as there always is during excavation. If the limits are exceeded a</p>	

	message will be sent. If this happens we will stop work and reassess.	
6	Communication to date and planned	
6.1	<p>RR noted that the project team along with St Catherine's and the chair met separately to talk through a communications strategy for both planned and unplanned events.</p> <p>BA explained that a procedure had been put in place for instances when unplanned out of hours work occurs. The procedure involves:</p> <ol style="list-style-type: none"> 1. Informing the school and WS about the situation. 2. Informing council and DIPE about exceeding the working hours due to an incident. 3. Sending an email to the general public who are registered on the project mailing list to let them know what is happening. This will include an anticipated end time and provide updates until work is completed. <p>DC commented that when the unplanned after hours work occurred it felt strange that we were on this committee and couldn't explain what was happening. The proposed approach is fine but it's important to note that when people are panicking someone needs to be available who can action the above. You need someone available at the time who can provide information. It was disappointing that one person couldn't send an email.</p> <p>RR noted that the procedure has been put in place now to address this. Part of the issue was that Richard Crookes didn't have the emails of the surrounding residents. There has also been an exercise carried out to try to collect these emails.</p> <p>WS noted that the procedure failed in this instance. It wasn't escalated to the point that it should have been. Now there is a clear procedure where specific people are informed and will carry out specific actions. We have tried to learn, allocate tasks and be more conservative in the approach taken. We will also ensure that we close the issue out with the community.</p> <p>TP questioned what the process is that allows work to happen after hours.</p> <p>WS noted that in special circumstances we can apply for special consideration. This incident was a result of an equipment break down. WS advised that he would dig out the exact documents.</p> <p>TP commented that council should also be notified. There was no communication seeking council approval or notification on this occasion.</p> <p>BA noted that the new procedure outlines that council will be informed. BA also advised that if work is required to avoid loss of life, environmental harm or damage to property then under the conditions of consent it can be carried out after hours. In this case a concrete truck had broken down and if the work had not</p>	<p>WS to provide TP with documents about out the procedures to be adopted for of hours work.</p> <p>WS to provide copy of the formal process for comment.</p> <p>WS to provide the committee the relevant sections of the consent as to what should happen if there is unexpected out of hours work.</p>

	<p>continued there would have been significant and costly damage to property.</p> <p>WS noted that an error was made which has now been rectified with the implementation of this process.</p> <p>RR questioned how many people had signed up to the mailing list?</p> <p>BA noted that an additional five people have signed up since the last meeting after a push in May. A letter was sent out specifically asking people to sign up.</p> <p>DC noted that he and JM manage the facebook page. When information is received we post it to the page so perhaps people aren't signing up as they are getting the information from facebook.</p> <p>BA commented that there are about 50 people signed up in total.</p> <p>RR noted that the issue with using facebook as a channel for reactive communication is that he and JM may not always be available to post.</p> <p>DC commented that he always has his phone on him and can post at any time.</p> <p>RR commented that if this is reasonable to the committee that is fine. The more proactive we can be with the communication with immediate neighbours the better.</p> <p>DC noted that people were keen to go to council or the local MP as no communication happened.</p> <p>RR noted that this is understood and why the procedure has been developed. It should be noted that this matter has been responded to very proactively by RC and the school and this should ensure that when an incident like this happens in the future it will be handled differently.</p>	
7	Complaints	
7.1	<p>BA advised that eight complaints had been received since the last meeting. They were regarding:</p> <ul style="list-style-type: none"> - A traffic controller smoking outside the childcare. This worker has since been removed from site. - A road plate which caused noise which was in place for about a day. - Some cracking in a nearby neighbour's property. This was investigated and the damage was found to be existing. - Misleading imagery on the project sign. Richard Crookes have agreed that this image will be replaced once the signage is due to be updated. - ACM work. - Boundary work. - Workers smoking in Leichhardt Lane. This was discussed with the crews at the time. A second 	<p>BA to provide TP with zone of influence for dilapidation surveys which were conducted.</p> <p>BA will provide the note including the details of the complaints.</p>

	<p>complaint was received so a supervisor was sent to monitor the situation and it was found that a number of residents were smoking in the area. Conditions are also place in the contract around smoking areas.</p> <p>CM noted that site staff are continually reminded regarding their responsibilities to the site and neighbours – during induction and in the weekly toolbox meetings. The education and expectations regarding these matters are continually reinforced.</p> <p>TP questioned what the zone of influence was for the dilapidation surveys.</p> <p>BA noted that he didn't have it in front of him but would be happy to provide it.</p> <p>JM asked who determined this zone.</p> <p>RR noted that it is often part of the conditions of consent.</p> <p>WS advised that in general terms it's a zone from the perimeter of the site. Two sets of dilapidation reports had been carried out during the lifetime of the project. One by the school and one by Richard Crookes. Reports were done on properties directly adjacent to the site.</p> <p>TP commented that the zone was probably determined by a structural engineer. If you're receiving damage you should contact both the developer and the certifier about this. You will need before and after photos to prove that the damage is a result of the work.</p> <p>DE asked if both rounds of reports were kept.</p> <p>WS noted that the all of the reports were on file. As part of the process we also had to prove that we went to sufficient lengths to contact people and get them to sign up to get a report done. We did multiple rounds of requests, reaching out to neighbours who may have wished to have these reports done – it was quite a comprehensive communication process on both occasions.</p>	
7.2	<p>BA noted that newsletters were sent, and a doorknock was carried out on the 1st of May. Two construction updates were also issued.</p> <p>There is another update going out early next week about planned work in June. The update will talk about rock hammering and rock breaking. We will have an explanation of the process used to minimise noise and vibration.</p> <p>DE asked how much further they needed to dig.</p> <p>BA noted that it differs around the site with the minimum being about half a metre and the maximum being about two metres. At this stage it's all virgin material which means its ground that has not been excavated before.</p> <p>JM asked if an archaeological report had been done.</p> <p>BA noted that there was a Heritage Impact Statement completed and the site was mostly natural ground. There is a</p>	

	<p>management plan for unexpected finds, which includes archaeological finds.</p> <p>AG noted that nothing had been found.</p>	
8	General business	
8.1	<p>WS questioned DE how things were going as an immediate neighbour.</p> <p>DE noted that people were thrown on the night when out-of-hours work happened. DE received a number of messages from neighbours. Three tenants have moved out of the building close to the fence line which is probably to be expected.</p>	
8.2	<p>DC asked if construction was on time.</p> <p>BA noted that at the moment work is about one week behind due to wet weather however it is still early days.</p> <p>WS noted that wind and rain will have an impact on the future program and that resequencing would be carried out to avoid delays. The end of work date remains at the end of July 2021.</p>	
8.3	<p>AG noted that at this stage the school would not be carrying out a traffic survey as it won't be representative of the traffic movements due to the unusual circumstances of CV19. The impact of this is that the school won't be seeking to increase its headcount for 2021.</p> <p>If things change rapidly this may be reconsidered.</p>	
9	<p>Date for next meeting</p> <p>Tuesday 7 July</p> <p>FINAL SIGNED – ROBERTA RYAN</p>	