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Graythwaite Revised EA Consultation Report  
Sydney Church of England Grammar School (SHORE)  
Graythwaite, 20 Edward Street North Sydney

September 2011

# QUALITY MANAGEMENT

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# EXECUTIVE SUMMARY

This Consultation Report has been prepared by WSP Fitzwalter on behalf of the Sydney Church of England Grammar School North Sydney (Shore) and should be read in conjunction with the revised Environmental Assessment (EA) Report (pursuant to the Part 3A Application under the Environmental Planning and Assessment Act (EP&A Act) 1979) to develop new educational facilities on the Graythwaite site at 20 (Lot 2 DP 539853) Edward Street, North Sydney and part of the existing Shore site (part of Lot 1 DP 120268 Blue Street, North Sydney).

The NSW Government Department of Planning and Infrastructure's (DPI) Guidelines for Major Project Community Consultation were used as the principal guide in undertaking the consultation aspect of the February 2011 Environmental Assessment (EA) and the Revised EA Part 3A application preparation.

There has been consultation before the exhibition commencement of the original EA in late January 2011. Consultation took place during and after the original EA exhibition.

The Revised EA addresses all issues raised in the submissions received as a result of the original EA exhibition. It also reflects changes to the original proposed works which have resulted after consideration of the submissions received.

The Revised EA will again be exhibited for the statutory 30 day period allowing the community another opportunity to examine the project detail and make further submissions and be involved in consultation during the EA exhibition period. There will be further consultation during and after the Revised EA exhibition.

Therefore the wider community will have been provided with substantial opportunity to review and express their views in relation to this development. At the same time, the School has demonstrated that it has considered all of the community and legislative input and responded appropriately.

Shore delivered briefings to the local Precinct Committees, North Sydney Council (Councillors and officers) and the Heritage Branch/Council prior to and while the original February 2011 EA was on exhibition. During the preparation of this revised EA, consultation was undertaken with the nearest Bank Street neighbours, the Heritage Branch and the Department, the Precinct Committees and North Sydney Council particularly in respect of the West Building and any re-design that was being considered. This was followed by briefings to the Council and the Heritage Council and an Open Day for the general community.

Shore considers that this level of consultation is comprehensive and fully meets the objectives of this Consultation Report and the DGRs Consultation Guidelines, particularly in view of the well-publicised history of the purchase process, and further considering the involvement and use of the Council Precinct Committees.

Note that since the State Elections in March 2011, the name of the Department of Planning (DoP) has been changed to the Department of Planning and Infrastructure (DPI) and the Heritage Branch which was formerly part of the DoP has now been relocated to a different directorate. Reference to DoP or DPI may both be used in this report.

# 1 INTRODUCTION

This Consultation Report has been prepared by WSP Fitzwalter on behalf of the Sydney Church of England Grammar School North Sydney (Shore) and should be read in conjunction with the revised Environmental Assessment (EA) Report (pursuant to the Part 3A Application under the Environmental Planning and Assessment Act (EP&A Act) 1979) to develop new educational facilities on the Graythwaite site at 20 (Lot 2 DP 539853) Edward Street, North Sydney and part of the existing Shore site (part of Lot 1 DP 120268 Blue Street, North Sydney).



**Figure 1: Site Location**

Shore has a clear understanding of community views which have been held over a long period of time regarding the importance of retaining the integrity of the values of the Graythwaite site, and realises that this is based largely on the community's historical use and appreciation of the site as a highly regarded area, treasured by the community. Shore also understands the depth of feeling for the Graythwaite site, based on the site being subject to considerable community attention, particularly after the former State Labour government announced the proposed sale of the site and use of the funds raised being put towards building a new replacement medical facility at Ryde. Many objections resulted from the proposed sale, which extended into a Green Ban, a Private Members Bill, protests, significant publicity, and the formation of a 'Save Graythwaite' community group, amongst other initiatives. The purchase of the site from the NSW Government by Shore in 2009 followed a well-publicised process, and as such significant feedback was obtained from the community by Shore during this period. Shore purchased the Graythwaite property with full knowledge of the heritage and recreational importance of the site.

Shore purchased the Graythwaite site with the intention of ensuring that the site's integrity be maintained, being well aware of the high regard held by the community for the site, and also to support the future development and growth of Shore for existing and future generations.

## 1.1 CONSULTATION PROCESS UNDER PART 3A

The NSW Government Department of Planning and Infrastructure's (DPI) Guidelines for Major Project Community Consultation were used as the principal guide in undertaking the consultation aspect of the February 2011 Environmental Assessment (EA) and the Revised EA Part 3A application preparation. The Director-General's Requirements (DGRs) from the DPI were issued to Shore as requirements to be considered for the proposed

Graythwaite development. The consultation component of the DGR's have been adhered to and further explained in this Revised EA Consultation Report.

The main aim of the proposed Graythwaite site development consultation process has been to provide opportunities for the community and relevant authorities to provide their views regarding the proposed development. This Consultation Report shows a clear and thorough pattern and methodology of consultation; provides responses, and relevant changes or actions where appropriate, to feedback; and documents the elements of the consultation process followed for the proposed development of the Graythwaite site by Shore.

## 2 OBJECTIVES

WSP Fitzwalter has been requested by Shore to prepare a Consultation Report based on the range of consultation activities undertaken by Shore and its representatives in relation to the proposed development. The consultation processes for both the original and revised EA documents were undertaken in order to:

TABLE 1            Provide the community and relevant authorities with information pertaining to the proposed development;

TABLE 2            Provide the community and relevant authorities with an opportunity to discuss the proposed development plans with Shore School and its representatives; and

TABLE 3            Provide an opportunity to obtain feedback from the community and relevant authorities regarding the proposed development through a consultation process involving meetings, discussions and the preparation of a written report outlining the findings, and process and analysis of issues raised, in order to comply with the requirements of the NSW DPI's Guidelines for Major Project Community Consultation (2007).

## 3 CONSULTATION PROCESS

### 3.1 COMMUNITY ENGAGEMENT

In preparing the original EA Report (EAR), and as required by the Director General's Requirements, the proponent has consulted a number of agencies and has met with local precinct committees to outline the project. The agencies and committees consulted prior to lodging the original EA are set out in **Table 1**, along with a summary of their pre-lodgement advice. A summary of the consultation undertaken during the original EA exhibition (including the responses received during exhibition) are set out in **Table 2** and consultation undertaken following lodgement are set out in **Table 3**.

**Table 1** Initial Consultation Prior to EA exhibition

Agency	Date	Comments/Advice
North Sydney Council (councillors)	23 August 2010 6.00pm	<p>Tanner Architects presented the following:</p> <ul style="list-style-type: none"> <li>– A background to the project, including a brief history of the site</li> <li>– The key findings of the revised CMP, including the heritage assessment of the site and its individual elements, key views, important landscape items and areas</li> <li>– Historical and present day photographs of the site and buildings</li> <li>– Heritage constraints and opportunities plan, focussing on the key areas where sensitive new development could occur</li> <li>– Proposal for the refurbishment of Graythwaite House</li> <li>– The discussion about the proposal including comments on the following: <ul style="list-style-type: none"> <li>– Generally positive response to the proposal to retain the Union Street frontage undeveloped;</li> <li>– Details of the proposed adaptive re-use of Graythwaite House, including provision of a lift and use of the attic for storage.</li> <li>– Opportunities for public access to the site.</li> <li>– The need to undertake immediate remedial repair works to Graythwaite House, to prevent its on-going deterioration.</li> </ul> </li> </ul>
NSW Heritage Branch	21 June 2010 2.30 pm	<p>Members of the Heritage Branch present included Vincent Sicari and Petula Samios. A walk through of the whole of the site was provided. The following issues were presented and discussed:</p> <ul style="list-style-type: none"> <li>– Background, discussion about the preparation of a revised conservation management plan, taking into account the changed ownership and circumstances of the site</li> <li>– Proposal to apply for approval pursuant to Part 3A of the EP&amp;A Act</li> <li>– PS advised that the HB would be interested in maintaining an on-going consultative role in the project</li> <li>– PS offered to provide assistance in liaising with North Sydney Council</li> </ul>
Precinct Committees	17 August 2010 6.00 pm	<p>See Tanner Architects' presentation to North Sydney Councillors. The discussion about the proposal included comments on the following:</p> <ul style="list-style-type: none"> <li>– Generally positive response to the proposal to retain the Union Street frontage undeveloped, and the areas for new development generally;</li> <li>– Queries about the extent of retention / removal of landscape elements;</li> <li>– Discussion of details of the history of the site, including the brick water cistern and provenance of the tennis courts;</li> <li>– Opportunities for public access to the site.</li> </ul>



North Sydney Council (planners & heritage advisors)	21 September 2010 3.00pm	See Tanner Architects' presentation to North Sydney Councillors. Comments from Council officers related to: <ul style="list-style-type: none"> <li>– Remedial repair works to Graythwaite House</li> <li>– Amalgamation of the Shore and Graythwaite sites</li> <li>– Compliance with the BCA</li> <li>– Plan of Management for the Trees</li> <li>– Construction access</li> <li>– West Building and potential concern from Bank Street residents</li> </ul>
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**Table 2 Consultation during Original EA Exhibition**

Agency	Date	Comments/Advice
Community	Pre EA Exhibition	Ahead of the original EA exhibition period, the DPI placed advertisements in selected newspapers advising of the impending EA exhibition. In addition, the DPI also sent out letters to residences near to the proposed development as an extra effort to increase awareness and providing the opportunity to comment. Due to a minor error in transferring addresses from North Sydney Council to DPI that some residents did not receive the initial mail out. DPI rectified this situation by a later mail out coupled with an extension of 2 weeks of the exhibition period
Community	During original EA exhibition period (27 January to 14 March 2011)	<p>The original EA for the proposed development of the Graythwaite site was displayed from 27 January to 14 March 2011 on the NSW's Department of Planning and Infrastructure (DPI) website, and copies of the EA physically held in the DPI and North Sydney Council offices for 46 days for public comment. A model of the proposal was also on display at the North Sydney Council offices during the exhibition period. Seven submissions were received from authorities.</p> <p>A total of 151 responses were received from the community (including form responses, late responses and several submissions from the same source) in response to the EA exhibition (refer Section 4.2 of this report). The issues raised included:</p> <ul style="list-style-type: none"> <li>– Access for community</li> <li>– Vegetation retention</li> <li>– Flora Assessment</li> <li>– Consultation</li> <li>– Public Interest</li> <li>– Conservation Management Plan</li> <li>– Drainage</li> <li>– Shadowing</li> <li>– Traffic Management Plan and issues</li> <li>– Parking</li> <li>– Setbacks &amp; Height</li> <li>– Part 3A system criticism</li> <li>– Consideration of development options</li> <li>– Bulk of building</li> <li>– Urban planning broader suburb</li> <li>– Visual amenity</li> <li>– Heritage protection</li> <li>– Views impeded</li> <li>– Neighbourhood amenity &amp; impact</li> <li>– Positive comment re conserving &amp; refurbishing Graythwaite buildings</li> <li>– LEP &amp; DCP requirements compliance demonstration</li> <li>– Scale, massing, overshadowing, acoustic/noise &amp; visual amenity impact</li> <li>– Development of lower terrace to Union Street</li> <li>– Identify portion of site as no development zone as 'private open space'</li> <li>– Pending election</li> <li>– Public inquiry</li> <li>– Weed Management</li> <li>– DGRs requirements regarding public interest</li> <li>– Concept Plan</li> <li>– Privacy</li> </ul>
Precinct Committees	10 February 2011	<p>A presentation was made to the group by Tanner Architects providing the following details pertaining the proposed development:</p> <ul style="list-style-type: none"> <li>– The importance of Graythwaite and the grounds to be restored, and proposed that a good working solution for use of the site by the School be found;</li> <li>– Landscape issues and restoration of the historic garden have been incorporated into the plans;</li> </ul>

- The area of fill to the western edge of the site is problematic;
- Primary trees identified and fig tree closest to the Ward building has been determined as distressed and recommended for removal;
- Priorities identified were to:
  - bring Graythwaite back into order;
  - demolish Ward Building and pull any future development away from Graythwaite (incorporated into current plans);
  - identified Tom O'Neill Centre to be rebuilt at a later stage;
  - views to the Coach House to be retained; and,
  - Identification of location for the Western Building.
- Breakdown of stages provided including proposed refurbishments to heritage buildings
- The Conservation management Plan (CMP) had been finalised and lodged with the Heritage Council of NSW;
- Council officers from North Sydney Council had toured the site;
- The Part 3A Application had been lodged and was now on exhibition; and
- A meeting would be held with North Sydney Council in a fortnight to update the Council on the School's plans.

A series of 27 questions were asked by the Precinct Committee members and community which was responded to by Shore representatives. Major concerns raised by the Precinct Committee related to traffic circulation and the bulk, height and scale of the West Building on the Bank Street residents. The minutes of this meeting are at **Appendix B1**. An email request was received subsequent to this meeting which is also included in **Appendix B2**.

DPI	17 February 2011	Representatives of DPI visited the site to understand the proposal and the proximity to adjoining properties.
North Sydney Council	27 February 2011	A presentation was made to the North Sydney Council on 27 February 2011 to provide information on the proposed development of the Graythwaite site. Tanner Architects provided the same presentation as was given to the Precinct Committees on the 10th February. The meeting minutes are provided at <b>Appendix B3</b> .

**Table 3** Consultation following Original EA Lodgement

Agency	Date	Comments/Advice
DPI and NSW Heritage Branch	29 March 2011	A meeting was held with officers of DPI and HB to discuss the interpretation of the Heritage Council (HC) response to the exhibited EA. It was agreed that the HC letter required the Heritage Branch (HB) report to be able to interpret what the HC was seeking. It was further agreed that the School's heritage and landscape consultants would arrange meetings with HB officers to resolve appropriate responses to the HC's concerns.
NSW Heritage Branch	5 April 2011	Following the 29 March 11 meeting, a meeting was held between the NSW Heritage Council (NSWHC) and relevant individuals including Tanner Architects, George Phillips, Sean Williams, Matthew Taylor (Taylor Brammer Landscape Architects), Alejandra Rojas, Petula Samios (Heritage Branch), to discuss the NSWHC's determination and agreement about how each issue is to be addressed. It was resolved to revise the Conservation Management Plan (CMP), the Planning Parameters Report, the design of the West Building as relevant, and the Heritage Impact Statement. Minutes of the meeting jointly prepared by Tanners and NSWHC are attached in <b>Appendix B4</b> .
Community	9 April 2011	Public Meeting called by NSC to discuss the project. A representative of the School attended to better understand the issues that were of concern to the community and Council. Informal observations of the meeting are attached in <b>Appendix B5</b> .
DPI	12 April 2011	Representatives of DPI visit the Graythwaite site and also meet with the residents at 31-33 Bank Street. Subsequent letter sent dated 14/04/11 with guidance as to actions required. (Refer <b>Appendix C1</b> ).
NSW Heritage Branch	4 May 2011	A working meeting was held between the NSWHC and relevant individuals including Sean Williams, George Phillips, Petula Samios, and Alejandra Rojas. A preliminary presentation of the revised CMP was provided to the NSWHC with particular focus on the sections of

		the document which had been changed to meet the Heritage Council's requirements. Guidance was given as to what was required for an acceptable CMP.
DPI and NSW Heritage Branch	12 May 2011	A meeting was arranged to allow the School to present its draft revised designs of the West Building and to explain how the re-design addressed the issues raised from the earlier EA design. Both authorities appreciated the briefing but sought copies of the drawings to allow fuller consideration. It was agreed that there be a follow-up meeting with HB officers and that the drawings would be supplied as requested.
NSW Heritage Branch	18 May 2011	<p>A meeting was held between the NSWHC and relevant individuals including Petula Samios, Alejandra Rojas, Vincent Sicari, George Phillips, regarding the West Building review to respond to the previous week's meeting (12 May) with the Heritage Branch and the DPI, to present the proposed re-design of the West Building. Plans, sections and a preliminary perspective of the West Building as seen from the south-east direction were tabled. The key points discussed at this meeting included:</p> <ul style="list-style-type: none"> <li>– the visual articulation of the form to present externally as two buildings;</li> <li>– building footprint entirely within the zone prescribed by the CMP;</li> <li>– enhanced landscape treatment of the Upper Terrace forecourt to the Coach House; and</li> <li>– replacement Tom O'Neill building.</li> </ul> <p>Informal notes taken by Tanner Architects are included in <b>Attachment B6</b> as well as an email from HB on the meeting, <b>Attachment B7</b>.</p>
Bank Street Residents	25 May 2011	<p>In order to ensure the views of the immediately adjacent residents, in particular, were taken into consideration during the preparation of this Revised EA, Shore consulted directly with the Bank Street residents immediately adjacent to the School western boundary. In this regard, a letter was prepared and sent out by Shore on May 25 2011 to residents at 25-41 Bank Street to request access to their properties for survey work and to take photos, in order to provide information for the development of a photomontage to depict potential future views, and to advise of the intention to present the revised West Building envelope plan to the residents prior to a revised submission to the DPI. A copy of this letter to residents is at <b>Appendix C2</b>. These particular households were selected, as they were identified to be potentially those most immediately affected by the proposed development. Visits took place on 31 May and 1 June 2011 for those residents that agreed to be included.</p>
Bank Street Residents and other invitees	22 June 2011	<p>Following the visit to the Bank Street residences, a Community Information Session was held with the Bank Street residents on 22 June 2011. Five (5) community members attended the Session. The Session was conducted including a site visit that identified the positioning of poles showing the western boundary points of the proposed west Building, and formal presentations with question time. In summary the meeting outlined that the setbacks from the western boundary have been increased, the vegetation corridor between the western boundary and the new building will be densely planted, the overall height of the building has been reduced in relation to the LEP height requirements and photo montages were tabled for each Bank Street Lot that was involved in the survey and photo exercise. It was outlined that the north building block cannot move closer to the Graythwaite buildings due to set backs imposed by the Heritage Council. The Deputy Mayor asked whether the southern block could be moved further east. The School agreed to review this. Drop off points for cars/buses were also discussed. Minutes of the meeting are attached in <b>Appendix B8</b>.</p>
DPI, Bank Street Residents, School	18 July 2011	<p>Subsequently several local residents (Julie Bindon, Ian Poole, Suzanne Clark-Nash and Angela Keel) requested a meeting with DPI, Heritage Branch and School representatives where the residents presented their own version of the West building design. Although the West Building was the only topic, the residents spent some time airing their concerns over other matters. The School and its architects carefully reviewed the design. The analysis indicated that this design was undertaken without reference to the School's requirements for the building and represented a</p>

		substantial decrease in available gross floor area resulting largely from a setback of about 30m from the western boundary. This four storey building with much of the lower floor in deep excavation and the classrooms lacking flexibility and size to meet existing and future teaching needs was not considered to be a suitable alternative that the School would wish to propose.
NSC	26 July 2011	The School provided an overview update on the Graythwaite project to the General Manager and a number of Councillors and advised about the Open Day scheduled for 30 July. Interest was shown in the proposed pick-up area between Hunter Crescent and Union Street. The presentation was welcome. No notes were taken.
Suzanne Clarke-Nash	27 July 2011	Site visit with George Phillips of Tanners to confirm the location of the natural springs on the site as understood by Susan Clarke-Nash, to inform the hydraulics engineer. The sites of a number of springs were identified by Ms Clarke-Nash which she had discovered during her past weed-clearing and re-vegetation work on the property. The locations of the springs were marked on a plan drawing; they are located variously on the western side of the property including the middle terrace and in the area behind the Union Street residences.
General Community	30 July 2011	An Open Day was held on this date from 10am-12:30pm. Invitations were sent to some residents, the Precinct Committees, NSC and DPI and advertisements were placed in the Mosman Daily and the North Shore Times. There were display boards showing the most up to date concept and project application information with new options displayed for potential pick up locations. Consultants and School representatives were available to answer questions. Informal notes were taken from conversations reflecting some points of interest and these are included in <b>Appendix B9</b> .
North Sydney Council	9 August 2011	Traffic Issues - Following interest at the Open Day in the pick-up options, a meeting was held with NSC planning and traffic officers to discuss traffic issues. Formal meeting notes agreed to with the Council officers are attached in <b>Appendix B10</b> .
DPI and NSW Heritage Branch	15 August 2011	The School presented their design revisions and traffic scheme ahead of lodgement of revised EA. It was agreed that the School would have further interaction with HB and HC in respect of the heritage assessment of the revised West Building design.
Heritage Council	7 September 2011	The School submitted details of their design revisions to the West Building and associated montages to the Heritage Council for their consideration in respect of conformance with the CMP policies ahead of lodgement of the revised EA. The Heritage Council subsequently advised by letter <i>inter alia</i> that “1. <i>The revised concept plan presented at its meeting of the 7 September 2011 satisfactorily addresses the endorsed CMP policies and as such is acceptable on heritage grounds.</i> ” The full Heritage Council letter is included in Appendix D.

The issues raised during this second round of consultation (i.e. post original EA lodgement) including all of the received submissions have been considered and addressed as appropriate in the Revised EA.

The Revised EA will again be exhibited for the statutory 30 day period allowing the community another opportunity to examine the project detail and make further submissions and be involved in consultation during the EA exhibition period.

## 4 ANALYSIS

Shore's purchase of the Graythwaite site in 2009 is likely to have provided an indication to the community of its intentions to use the property to the benefit of the School and the community, with the aim of contributing to Shore's educational and future capacity opportunities. Nevertheless, as Section 3 demonstrates, extensive community consultation has been undertaken with various groups both prior to and during the original EA submission, and as a result of the EA exhibition and Revised EA development, to further communicate to the community the School's intentions for the site, and to provide opportunities to receive feedback.

### 4.1 USE OF PRECINCT COMMITTEES

The North Sydney Precincts System is considered by Council to be one of its *primary mechanisms for public participation decision-making under its commitment to 'open-government'* (Refer to **Appendix A** - North Sydney Precinct System Committee Guidelines 2010/2011), under which the Precinct Committees for this area have been formed, being a well-established system with an elected committee.

These locally based precinct committees have also been set up by Councils to facilitate input from the community into the development process. The committees appoint their own representatives to attend meetings on behalf of the broader community with the appointed representatives given the responsibility to communicate with their constituents.

Shore has benefited from the Precinct Committee System over the past number of years as it is an excellent avenue to address day to day issues with the local residents, in addition to providing an opportunity for one-to-one correspondence with the local community. During the development of and following the exhibition of the original Part 3A Environmental Assessment (EA) for the proposed Graythwaite development, Shore took the opportunity to make use of the well-established and connected Union, Edward and Lavender Precinct Committees, to inform and disseminate to their interested constituents regarding proposed developments in the respective areas. The Precinct Committee process also provides an avenue through which to present information to the community through guest speaker opportunities at the Precinct Committee meetings. As noted in **Table 2**, Shore representatives invited precinct committee representatives to presentations of information regarding the proposed development of the Graythwaite site.

### 4.2 BENEFIT OF ORIGINAL EA EXHIBITION RESPONSES

A summary of the community submissions received from the Jan-March 2011 EA exhibition is included in Appendix D of this report. The revised EA further aims to address issues raised in submissions received following the original EA exhibition period that occurred in early 2011. Overall, the revised EA development plans aim specifically to respond to issues raised by the Department of Planning and Infrastructure (DPI), NSW Heritage Branch (NSWHB) of the NSW Heritage Commission (NSWHC), North Sydney Council (NSC), and the community living in the adjacent Bank Street properties, in addition to other community responses during the period of the original EA exhibition and subsequent consultation meetings, as outlined in Section 3 of this Report.

The authority submissions received from the Jan-March 2011 EA exhibition are on the Department of Planning and Infrastructure's website and are not produced here. However, Appendix D also includes copies of the Heritage Branch's report to the Heritage Council's Approvals Committee dated 02/03/2011 and the North Sydney Council Planner's Report (Item PD5) for the Council meeting of 14/3/2011. Both of these documents provide further clarity and explanation to the formal responses from these organisations which were published on the DPI website.

As a result of the feedback during this consultation period, the revised EA reviews the proposed envelope for the West Building by increasing the setback from the west boundary (twice), increasing the setback from the Coach House, lowering the building height as viewed from directly east and west, reducing the gross floor area to produce a building which is smaller and appears less bulky, and including design features to address potential adverse amenity issues for neighbouring properties to the west.

The Revised EA also includes a number of commitments to addressing traffic issues.

### 4.3 REVISED CONSERVATION MANAGEMENT PLAN

Assessment of the proposed development at the Graythwaite site under Part 3A legislation provides for the preparation and presentation of Concept Applications that allow for a broader Master Plan style approach, being used in this case to demonstrate the extent and location of proposed additions to the School in addition to the refurbishments, upgrade and future proposed use of the existing heritage buildings on the Graythwaite site. Further

included in this process and following the outcomes of consultation with the NSW Heritage branch, is the required preparation of a new Conservation Management Plan (CMP) which provides a strong framework for this assessment in relation to future on-site construction and use in the heritage context.

A CMP was prepared to accompany the EA exhibited earlier in 2011. The CMP was presented to the Heritage Council for endorsement in November 2010 prior to the late January 2011 EA exhibition. It was anticipated that this early submission would allow the CMP to be endorsed ahead of any approval by the Minister under the then prevailing legislation. However, the Heritage Council preferred not to endorse the CMP ahead of providing their feedback to the EA.

Accordingly, during the preparation of this revised EA, the CMP was modified to address issues raised by the Heritage Council and re-submitted for endorsement which was achieved on 14 June 2011.

## 5 CONCLUSION

As demonstrated in this Report, the NSW Government DPI's *Guidelines for Major Project Community Consultation* requirements have been fulfilled in undertaking consultation of the community and relevant authorities associated with the Revised EA Part 3A application preparation.

This Consultation Report shows a clear and thorough pattern and methodology of consultation and documents the elements of the consultation process followed for the proposed development of the Graythwaite site by Shore. The consultation procedure has provided guidance to the project and allowed appropriate responses and relevant changes or actions to be made in response to the feedback (included in detail in the Revised EA text).

Consequently, the submission of this revised EA document has provided a real opportunity to impart to the community and relevant authorities, details about the proposed development, and in turn to maintain the on-going strong two way interchange of information between the local community and Shore.

The Revised EA will again be exhibited for the statutory 30 day period allowing the community another opportunity to examine the project detail and make further submissions and be involved in consultation during the EA exhibition period. There will be further consultation during and after the Revised EA exhibition.

Therefore the wider community will have been provided with substantial opportunity to review and express their views in relation to this development. At the same time, the School has demonstrated that it has considered all of the community and legislative input and responded appropriately.

Shore considers that this level of consultation is comprehensive and fully meets the objectives of this Consultation Report and the DGRs Consultation Guidelines, particularly in view of the well-publicised history of the purchase process, and further considering the involvement and use of the Council Precinct Committees.

# APPENDIX A - NORTH SYDNEY PRECINCT SYSTEM COMMITTEE GUIDELINES 2010/11





# North Sydney Precinct System

2010/11

## Committee Guidelines



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The Precinct System, whilst under the auspice of North Sydney Council, is independent from the Council in its activities and decision-making. However Council considers the Precinct System one of its primary mechanisms for public participation in decision-making under its commitment to 'open government'.

Precinct Committees encourage resident involvement in Council decisions; enhance community awareness and social interaction; generate consultative information, ideas and opinions; support Council's inter-governmental and related dealings; imbue planning programs and policies with a physical, social and historic insight; and facilitate resident-initiated expenditure on care of public land.

The North Sydney Precinct System Guidelines provide a framework for Precinct Committees operating within the North Sydney local government area. The Guidelines assist individual committees to operate effectively whilst acknowledging that meeting styles and priorities differ amongst Committees. The Guidelines also outline the compulsory conditions requirements of each Committee as per the conditions of funding.

The Guidelines are the key point of reference for all Office Bearers and Committee Members. References to all 'Precinct' related forms are noted throughout the document. All forms are available from the Extranet. The Guidelines should be read in conjunction with Council's Precincts Policy (CL06-OG), Code of Conduct - Precincts (CL03-Code) and Memorandum of Understanding.



**Council's Community Engagement Coordinator is the key contact for Precinct Committees**  
**Phone: 9936 8181**

**Email: [precincts@northsydney.nsw.gov.au](mailto:precincts@northsydney.nsw.gov.au)**  
**Website: [www.northsydney.nsw.gov.au/precincts](http://www.northsydney.nsw.gov.au/precincts)**



## 2

## Objectives of the Precinct System

- To encourage involvement of residents, workers, students and property owners within the North Sydney area to inform Council of the needs and opinions of its community.
- To provide a point of access to Council in its conduct of public consultations and strategic planning matters in the local area.
- To provide information on the physical and social characteristics and requirements of individual Precinct areas to assist Council in formulating its programs and long term plans.
- To encourage interaction within the community and its environment.
- To liaise with elected representatives.
- To be a means through which information can be supplied to all residents.
- To strengthen the mandate of Council in liaising with bodies outside the Council area such as Federal and State Government, and private organisations.
- To inform Council and other park bodies of community opinion on issues affecting the local area

## 3

## Definitions

The following definitions are used throughout this document:

**Action arising** describes the motion, resolution or request put forth by the Precinct Committee, as derived from a vote of participants present, stating for and against.

**Committee** describes the gathering of community representatives (including residents, workers, students and property owners) from within a Precinct area who meet formally to discuss local issues and raise them with Council. Students 15 years and over are eligible to vote.

**Precinct** describes a physical area, within the Council boundaries, with borders defined by factors including physical geography, demographics, build form and land use.

**Office Bearers** describes the compulsory executive positions of the Precinct Committee including the Chairperson and Secretary. It is optional to also have a Vice Chairperson, Treasurer and or Minutes Secretary etc.

## 4

## Relationship between Councillors/ Staff and the Precinct Committees

- Council and its staff have an obligation to give effect to the lawful policies, decisions and practices of Council.
- Councillors, except those who live in the Precinct area, may attend meetings only by invitation. There will be no standing invitations for Councillor attendance.
- Councillors and staff cannot direct or propose motions at a Precinct meeting, in their capacity as a staff member or Councillor.
- Office Bearers must not take advantage (or seek to take advantage) of their status or position with, or functions performed for, Precinct Committees in order to obtain unauthorised or unfair benefit for themselves or for any other person.
- Office Bearers must not take advantage of their position to improperly address or attempt to influence Council, including Councillors and staff, in the performance of their public or professional duties to ensure a private benefit for themselves or any other person.
- For more information refer to the *Code of Conduct of Councillors and Staff* (CL01-Code) and the *Code of Conduct - Precincts* (CL03-Code).





# 5

## Committee/Office Bearer Roles and Responsibilities

- Office Bearers must live, work, study or own property within the Precinct.
- Office Bearers should not be from the same family group or de-facto relationship.
- Office Bearers shall hold this position for a maximum of four (4) consecutive years.
- Committees must hold a minimum of four (4) general meetings a year, plus their Annual General Meeting.
- Each Committee requires a Chairperson and a Secretary. A Treasurer and a Vice Chairperson may also be appointed. However, this is at the discretion of each Committee.
- Each Committee determines the level of formality regarding meeting procedures that is appropriate to their needs. However it is recommended that all the items of business are dealt with first, keep the meeting flowing smoothly, record the decisions of the meeting accurately, allow people to have their say and finish the meeting on time.
- No resident, worker, student or property owner is to be excluded from any meeting.
- The Committee may vote at a meeting in accordance with the *Code of Conduct - Precincts (CL03-Code)*. Resolutions made by the Committee and referred to Council must be voted on and carried from a formally advertised meeting.
- All resolutions must be submitted to Council either by inclusion in formal meeting minutes or as a summary of actions arising, and must include voting numbers; providing an account of voting numbers for and against.

### 5.1 ROLE OF CHAIRPERSON

- The main role of the Chairperson is to preside over the Committee, to facilitate meeting discussion and to be the central point of contact for the Committee. The role of Vice/Deputy Chairperson may be employed to support and lessen the workload of the Chairperson.

#### 5.1.1

#### ORDER OF BUSINESS

- Ensure the Precinct meeting operates in accordance with the *Precincts Policy (CL06-OG)* and *Code of Conduct - Precincts (CL03-Code)*.
- Ensure an agenda is prepared and circulated for each meeting. Liaise with the Secretary or Vice Chairperson to prepare this. The agenda must set out the items of business to be considered.
- The agenda may be varied at the meeting by prioritising items, calling for general business and/or only guest speakers may be invited to speak at an earlier time.
- At the end of the meeting summarise the actions arising during the meeting and actions arising, so that everyone leaves with a clear idea of what has happened.
- The meeting is closed after all business has been properly addressed.

#### 5.1.2

#### ACTIONS ARISING FROM PREVIOUS MEETING

- Review the summary of actions/minutes arising before they are submitted to Council.
- As a standing item on the agenda the Chairperson must put the motion that the previous meeting's actions arising be moved and accepted.

#### 5.1.3

#### DISCUSSION

- Chair the meeting by working through the agenda, facilitating discussion and general business items.
- Provide adequate opportunities for members who wish to speak, allowing some discussion on any matter prior to a person moving a motion; but limiting discussion where necessary if discussion takes too long so that the meeting is not dominated by a particular item or the meeting runs over time.
- Keep discussion on unimportant items short, group related items for a single discussion and discuss major or important business first.



- Don't allow discussion to jump ahead or back, but keep to simple, problem-solving order. Try to keep to the topic at hand. This will keep the meeting on track.
- Ensure control of the meeting is maintained. Act impartially and ensure discretionary powers are used in the best interest of the members/ participants.
- Encourage attendees to raise maintenance/repair issues directly with Council instead of including in minutes/summary of actions arising; especially urgent or dangerous issues that may cause harm. To avoid delays between submission of minutes/summary of actions arising and ensure the issue is addressed in a timely manner. Refer to details in coloured box about how to contact Council.

#### **ADVISING COUNCIL OF MAINTENANCE ISSUES**

Contact either Council's Customer Service Centre on 9936 8100 or log a 'online' Customer Action Request and repair issues or visit [www.northsydney.nsw.gov.au/contactus](http://www.northsydney.nsw.gov.au/contactus) and follow the prompts.

Please include your residential contact details as this will allow us to track your email, our response to you and any further correspondence. If a resident does not wish to leave their details they should advise which Precinct Committee they belong to. All correspondence sent to Council via email will commence processing on the following business day.

#### **5.1.4**

#### **DECISIONS**

- Ensure each item (motion) requiring a resolution is put to a vote.
- 'Stacking' or actively engaging persons for the purpose of influencing the outcome of decisions is not appropriate conduct at Precinct Committee meetings. The Chairperson must ensure that all relevant declarations of interest have been made by concerned parties prior to bringing a motion to a vote. Refer to the *Code of Conduct - Precincts* (CL03-Code) for more information about conflict of interest.
- Ensure that everyone understands what the decision is, especially the Secretary who records the decisions. It is a good idea to stop and check that the Secretary has taken down the decision correctly, and to clarify the wording for the Secretary if required. Include the number of persons for and against the resolution.
- The Chairperson can vote on all proposed motions and/or can put forward motions; providing that declarations of interest have been made as required. But the Chairperson does not hold the 'casting vote' in order to resolve deadlock in voting. A motion may be forwarded to Council even if the numbers voting for each side are equal, e.g. 16 votes for and 16 votes against.
- Items that require further information or deliberation may be held over until the next meeting. These items should be noted in minutes as 'deferred'.

#### **5.1.5**

#### **TALKING WITH THE MEDIA**

- Be the spokesperson for the Precinct Committee for all media matters.
- Council is available to assist with media liaison. Refer to *Code of Conduct - Precincts* (CL03-Code) for more information.







### 5.1.6 DEALING WITH INTOXICATED AND/OR AGGRESSIVE/DIFFICULT PERSONS DURING MEETINGS

The following steps provide a guide to managing intoxicated or aggressive/difficult persons at Committee meetings:

- If a meeting attendee appears intoxicated, exercise caution, putting both your safety and other attendees as the first priority. Where possible refuse to allow the intoxicated person/s on to the meeting premises.
- There may be times when people only attend meetings because they have a specific issue they would like to raise or address. Often the Office Bearers will be contacted prior to the meeting by this person/s and know in advance that they will be attending. If this is the case they can prepare for such situations. Ensure that there is an appropriate place on the agenda for the person to raise their issue. Advise them when it is appropriate to speak and allocate a time limit (e.g. Council meetings offer speakers 3 minutes per item).
- As the Chairperson, if a person becomes irritated or aggressive you must maintain control of the meeting and reinstate order. Remain calm and friendly. Its best not to argue with intoxicated or aggressive/difficult persons. Try to limit discussion and/or refer them onto an appropriate member of staff out of the meeting. If this does not appease them advise that the issue will be deferred or request that they leave the meeting. Most people will accept this approach and leave the meeting.
- If you believe there is any threat or fear of violence, or if your believe that someone could be injured because you have refused entry or requested they leave, then request assistance from the Harbourside Police - phone 9956 3199, or 131 444 (non emergency contact number).
- Inform Council's After Hours Service on 9936 8100 of all incidents within twenty-four (24) hours. Debriefing services can be arranged on request.

For more information refer to the *Code of Conduct - Precincts (CL03-Code)*.

### 5.1.7 ACTING IN THE ABSENCE OF ELECTED OFFICE BEARERS

- Where the Chairperson will be absent for a meeting/s the Vice/Deputy Chairperson or Secretary may assume the role for the nominated period.
- Where there is, or is expected to be, a vacancy in the office of Chairperson or Secretary, prior to the end of their four (4) year tenure, the Committee may appoint interim or 'acting' Office Bearers who can assume the position until the next AGM.
- Persons 'acting' in Office Bearer roles must familiarise themselves with the *Precinct System Guidelines*.

## 5.2 ROLE OF SECRETARY

The main role of the Secretary is to prepare and submit to Council a summary of actions arising/ minutes following each meeting, to deal with both incoming and outgoing correspondence, and to assist with preparation of meeting notices. The position of Secretary may also be split, if desired, into a Minutes Secretary and a Correspondence Secretary, so as to lessen the workload.

### 5.2.1 AGENDA AND NOTICE OF MEETINGS

- Assist the Chairperson devise an agenda for each meeting. Refer to section 5.1.1 for the role of Chairperson for more information about preparing the agenda.
- Ensure that the notice of each meeting is effectively promoted to committee members and local residents within the Precinct area.

### 5.2.2 RECORDING ACTIONS ARISING/MINUTES

- The Secretary must ensure that all actions arising are recorded, including the number of voting for and against.
- Only issues discussed at a formal committee meeting can be included as a formal action (resolution/motion/request etc).





- In accordance with the *Code of Conduct - Precincts* (CL03-Code) allegations against an individual Council staff member or Councillor must not be recorded in the minutes, but must be made in writing, to the General Manager.
- Ideally comments (feedback/submissions) on development applications should NOT be included

in the summary of actions arising/minutes. Ideally DA feedback should be submitted using the *Precincts DA Submission Form*, including the relevant DA number and the full property address. Use one form per property/development. Refer to section 10.5.3 for more information.

<p>The following examples demonstrate how actions (motions, resolutions, requests etc) should be articulated in minutes/summaries of actions arising. Precincts can not direct Council.</p>	<p>The Precinct requests that Council investigate ... The Precinct requests that Council repair ... The Precinct requests that Council consider ... The Precinct recommends that Council consider ...</p>
<p>The following example demonstrates how repairs or maintenance requests e.g. footpath, kerbside gutters, potholes etc. should be recorded - provide specific location or as much information as possible to assist Council to investigate the request and/or undertake work required in a timely manner.</p>	<div>Poor Example:</div> <p>Tree pruning required in Sydney Street.</p> <div>Good Example:</div> <p>The Precinct requests that Council prune the overhanging trees on Sydney Street, outside No. 4 and 6, as soon as possible, as is a hazard to pedestrians.</p>
<p>The following examples demonstrates how to record recommendations that require consideration by Council (e.g. to be included in Council's annual budget or referred to responsible authority e.g. RTA)</p> <p>Moved: NS                                  Seconded: KA Vote: 12/12</p>	<div>Poor Example 1:</div> <p>Parking is bad in Sydney Street.</p> <div>Good Example 1:</div> <p>The parking in Sydney Street between Orange and Lime Streets has been heavily occupied lately. The Precinct requests that Council review the parking restrictions.</p> <div>Poor Example 2:</div> <p>The traffic lights at the corner of Sydney Street and Apple Street are not working properly.</p> <div>Good Example 2:</div> <p>Traffic signals at the corner of Sydney and Apple Streets - the right turn phase for northbound vehicles turning into Apple St isn't long enough.</p>

### 5.2.3 COMPULSORY SUBMISSION OF ACTIONS ARISING/MINUTES

- It is important that Council receives the summary of actions arising of each formal Precinct meeting as soon as possible after the meeting.
- Actions arising/minutes must be typed to ensure they are legible. Summaries of actions arising/minutes should be emailed to Council as a MS WORD document and send to **council@northsydney.nsw.gov.au**

This enables them to be registered on Council's document management system.

- Alternatively submissions of actions arising/minutes can be submitted to Council by fax 9936 8177, posted, or delivered to the Council Chambers in person.

### 5.2.4 COMPULSORY SUBMISSION OF ATTENDANCE RECORDS

- It is compulsory for each Committee to submit a copy of each meeting's Attendance Sheet to Council soon after the each meeting is held, or at the time of submitting the summary of actions arising/minutes.
- Use the supplied *Attendance Sheet (duplicate pad)*, pass pad around at each meeting so that those people present can record their names and addresses. Every person present must record his or her name and contact details for insurance purposes and can advise if they would like their email address used by the Committee to receive correspondence.
- Attendance Sheets can either be faxed to 9936 8177, returned with DA plans, or sent by email to **council@northsydney.nsw.gov.au**
- Council requires this list for insurance purposes; the list confirms who was present in the event of an injury or incident.
- Council will not use contact information supplied on the Attendance Sheets. The individual Committee can only use contact information. Council stores the supplied sheets as restricted (confidential) documents for insurance purposes.

- Each Committee should keep an up-to-date register of committee members' contact details. Alternatively Committees may wish to establish an e-group. E-groups allow users to create their own mailing lists and allows others to sign up for membership on the list and create an archive of messages.

### 5.2.5 CORRESPONDENCE

- A summary of correspondence 'in' and 'out' should be tabled at each meeting. To do this Committees may want to keep a manila folder containing the correspondence, this can be circulated during the meeting and only key items that require action need to be specifically referred to/noted in minutes.
- Alternatively the Committee could keep a 'register of correspondence' e.g. exercise book listing incoming correspondence at the front, and outgoing correspondence at the back; to assist with tracking mail that requires a response or action.
- The summary of correspondence 'in' and 'out' does not have to be included in your summary of actions arising/minutes.



## 5.3 GENERAL MEETING PRACTICE

### 5.3.1 QUORUM

- Previously Council had set a quorum of twelve (12) people as the minimum number of persons to form a Committee meeting and vote on any one (1) item. This number was set so that Precincts would remain representative.
- However, Council has reviewed this requirement and meetings can proceed with less than twelve (12) people present.
- If a person raises an issue on behalf of their street or building and it requires a vote, it will be recorded as (1) person voting.

### 5.3.2 PUBLICITY

- The most common form of publicity for Precinct meetings is a letterbox drop informing residents of the date, time and venue of the meeting and any items of interest on the agenda and or guest speaker. Ideally letterbox drops should be done three to five (3-5) days prior to the meeting date.
- Email is also a very effective method of advertising Precinct Committee activities and meetings. Committee members' email addresses can be obtained from the meeting attendance sheets. Email addresses supplied on the *Attendance Sheet* are for use by the Precinct only, not Council. Refer to section 5.2.4 for more information.
- For privacy reasons, when sending an email it is recommended that you send any Precinct-related emails as undisclosed recipients or blind copy (BC). Council staff can provide assistance with creating distribution lists.
- Council can print both your AGM and general meeting flyers as requested. Only black and white printing on colour paper is available. Flyer templates are available from the Extranet. Ideal flyer sizes are either A5 (i.e. two per A4 page). Send WORD or PDF doc, set up ready for printing, to [precincts@northsydney.nsw.gov.au](mailto:precincts@northsydney.nsw.gov.au). All flyers must include meeting date, time and venue. Printing requests must be submitted a minimum of 5 working days before flyers need to be distributed. Advise quantity required. Office Bearers must arrange pick up of printing from Council's Customer Service Centre unless other arrangements have been made with the Community Engagement Coordinator. For more information about AGMs refer to section 8.

## 5.3.3 SUB COMMITTEES

- Precincts may also create sub-committees to address a specific issue or project. For example some Precincts have Traffic Sub-committee, Parks and Foreshores Sub-committee and/or Development Sub-committee.
- Committees may hold additional informal or subcommittee meetings; actions arising of which do not need to be presented to Council.
- Ideally the outcomes/summary of any sub committee meetings should be presented at the next general Committee meeting. This includes any significant actions arising.
- Requests of any kind (other than information updates) should not be submitted to Council outside of submission of actions arising/minutes from a formally advertised Committee meeting.

### 5.3.4 GUEST SPEAKERS

- It can be informative to have guest speakers at your Precinct meetings. Plan in advance if you would like a guest speaker. Contact them well in advance and provide an outline of what you would like them to discuss.
- Council can suggest guest speakers and topics. Where possible staff can also assist by organising and liaising with guest speakers. Please allow as much time as possible for speakers to be arranged.
- If Precincts require Council to organise specific guest speakers please clearly request this as an 'action' with the minutes; it will not be actioned by Council if its noted as discussion only.
- Give the speaker a timeframe and a designated place on the agenda. As a courtesy to the speaker, it is recommended that their item be brought forward on the agenda.
- Formally introduce the guest speaker.
- Where possible include detail of the guest speaker on any promotional material distributed prior to the event.



### 5.3.5 STREET/UNIT REPRESENTATIVES

- Some Committees have regular attendees often representing their street or unit building, other than themselves. They usually informally keep their neighbours in touch and informed about the current issues about Precinct activities that might affect them.
- If a person raises an issue on behalf of other residents in their street or building it is treated as one (1) vote at the time a formal resolution is made.
- Street/unit representatives can also be used to distribute meeting notices.

### 5.3.6 JOINT PRECINCT MEETINGS

- Committees may want to occasionally hold 'joint' meetings with their neighbouring Precinct/s to share guest speaker opportunities and joint activities. Or where issues of concern are relevant to more than one Precinct Committee. In such cases the Office Bearers should jointly coordinate the meetings agenda and promote this accordingly.

### 5.3.7 PROJECTS AND EVENTS

- Precincts may wish to undertake projects or hold events. The types of projects and events undertaken by Committees are divided into two (2) categories; Category A refers to small to medium scale projects/events and/or events that do not involve the public (i.e. contained only to activities of Committee members), whilst Category B refers to large-scale public events. Refer to table below for more information.
- Committees are eligible for additional funding from Council to undertake/host projects and events. The amount of funding is determined each year by Council. Refer to section 10.4 Precinct Event Funding for more information.
- Committees wishing to undertake/hold projects and events (including requests for additional funding) must seek endorsement from Council first. For both categories of projects/events applications must be received two to three (2-3) months prior to the project commencement/event date. Council will give written approval if your application has been successful.
- Council's Community Engagement Coordinator can assist Committees prepare applications.

Category A - small/medium scale projects and events	Category B - public events
Apply using the <i>Precinct Project or Event Application</i> form. Examples of 'Category A' project and event types include photographic projects and Committee End of Year celebrations held in Civic Park or Geddes Room.	Apply using the <i>Precincts Application to Hold a Public Event</i> form. An example of 'Category B' public event types includes Street Parties and Community BBQs - events where public parks/streets are to be used.







## 6

## Meeting frequency

- The frequency of meetings is at the discretion of each Committee, however a minimum of four (4) committee meetings must be held annually. The majority of Committees meet once each calendar month; some Committees hold meetings bi-monthly and/or quarterly.
- It is preferable that meetings are held in a regular venue, on a fixed day e.g. first Tuesday; second Wednesday. The regularity of meeting date, time and venue makes it easier for residents to remember when the meetings are held and allow them to plan ahead.
- It may be unavoidable that meetings fall on the same date and time as others.
- Each Committee must advise Council by the end of each year of its meeting schedule for the following year. Council will provide an annual schedule of meetings to all Precincts, this will be distributed in hard copy and available on Council's website.
- Council must be notified of any changes to meeting one (1) week prior to it being held so it can inform interested residents and update records. Any meeting of the Committee held outside of the predetermined annual meeting schedule must be broadly advertised throughout the Precinct area at least one (1) week prior to the meeting.
- Depending on the date of the meeting, most Committees do not meet in January each year and many use the scheduled December meeting to host an 'end of year celebration'. Some Committees have also held 'New Year welcome meetings', when other commitments of members are less demanding. Committees who meet in the third or fourth week of the month may find it more appropriate to miss a December meeting.

## 7

## Venues

- Committees can use the venue of their choice. Council can provide use of its meeting rooms free of charge. Other suitable venues include community centres, church halls, schools, cafes or local clubs; however these venues may charge a hire fee.
- Consider the needs of attendees eg: disability access, childcare, acoustics, parking etc. when selecting your venue. Provide a comfortable environment for meetings so that attendees feel relaxed and included. Provide refreshments for each meeting.
- Precinct Committees are covered under Council's public liability insurance policy and proof of this may be required at the time of booking. Contact Council's Community Engagement Coordinator for assistance with arranging meeting venues or obtaining proof of insurance.



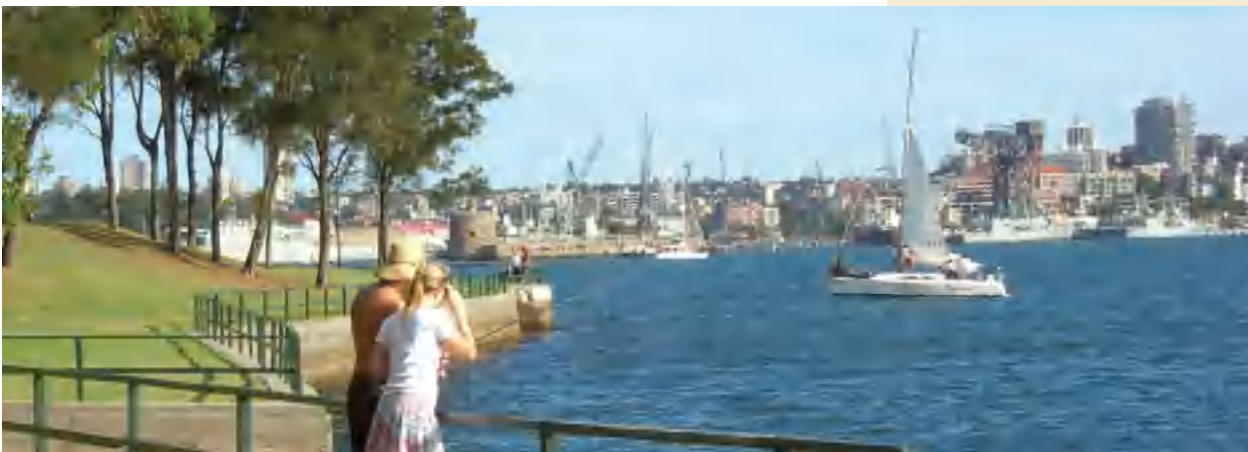
# 8

## Annual General Meeting

- Committees must hold an Annual General Meeting (AGM) once each year, preferably held in the same month each year.
- In accordance with the *Precincts Policy (CL06-0G)* the maximum tenure for Office Bearers is four (4) years, in line with local government elections.
- Where a position has been vacated earlier in the year it may be filled through nomination at the time of the AGM only. Prior to the AGM the position may only be filled as an interim measure e.g. Acting Chairperson.
- An extraordinary AGM may be called should the Committee wish to elect Office Bearers mid term, or alternatively refer to section 8.1 where acting persons can continue as Office Bearers to the next AGM.
- Council needs to be updated of any changes to Office Bearer contacts details.
- nomination. In announcing nominations include any written nominations received.
- All nominations should be 'seconded' by and the person nominated asked of they accept the nomination.
- If only one (1) nomination is received the person is declared elected. If, however more than one (1) nomination is received (including any written nominations received prior to the meeting) the option to share the position can be discussed. If this is agreed to an election is not necessary, otherwise a vote will need to be taken.
- Voting may be conducted by 'show of hands' or secret ballot (writing the preferred candidates name on identical pieces of paper), which are then collected by the returning officer and counted in private. First past the post wins or in the event of a draw, a name can be drawn from a hat. The Returning Officer declares the result. These procedures are repeated for all Office Bearer positions.

### 8.1 NOMINATION OF OFFICE BEARERS

- Standard procedure at an AGM is for the election of office bearer positions to commence with the declaration that all vacant positions (i.e. positions that were vacated prior to the end of the four (4) year tenure) are now vacant and the Chairperson 'steps down' and does not chair the election itself. Alternatively at the end of the four (4) year tenure all positions are declared vacant.
- It is recommended that an independent 'Returning Officer' is used. This person calls for nominations. Nominations can be taken by self or peer
- At the conclusion of the appointment of all Office Bearer positions, the Returning Officer hands the meeting over to the new Chairperson. If the new Chairperson is not familiar with the issues on the agenda, the previous Chairperson may assist by running the meeting and a formal hand over can occur at a mutually agreeable time before the next Committee meeting.
- The number of members voting for/against must be recorded in the AGM minutes.





## 8.2 NOTICE OF MEETING

- Committees must promote their upcoming AGM throughout the Precinct area, giving a minimum of 7 days notice. Only black and white printing on colour paper is available. Flyer templates are available from the Extranet. Ideal flyer sizes are either A5 (i.e. two per A4 page) or A6 (i.e. four per A4 page). Send WORD or PDF doc files, set up ready for printing, to [precincts@northsydney.nsw.gov.au](mailto:precincts@northsydney.nsw.gov.au)
- Flyers must include meeting date, time and venue. Printing requests must be submitted a minimum of 5 working days before flyers need to be distributed. Advise quantity required. Office Bearers must arrange pick up of printing from Council's Customer Service Centre unless other arrangements have been made with the Community Engagement Coordinator.
- Upon request Council's Community Engagement Coordinator can also assist Committees with AGM preparation; including agenda development, election processes, guest speakers and preparing annual financial statements.

## 8.3 COMPULSORY SUBMISSION OF AGM MINUTES, ATTENDANCE RECORDS, FINANCIAL STATEMENT AND CONTACTS DETAILS FORM

Following every AGM each Committee must:

- Submit a copy of their AGM minutes to Council
- Submit a copy of the *Attendance Sheet*
- Submit an *Annual Financial Statement*, showing all income and expenditure for the given financial year period.
- Complete the *Precinct Officer Bearer Contact Details form* so Council's records can be updated.



# 9 Combined Precincts Committee

Like the individual Committees, the Combined Precincts Committee (CPC) is not a formal committee of Council. Both are under the auspice of North Sydney Council and are independent from the Council in its activities and decision-making.

- The CPC was founded by the Precincts themselves back in the 1990s. The Committee meets on a quarterly basis (usually March, May, August and November), submitting its meeting minutes/actions arising to Council for response. Council processes the actions/recommendations and replies in the form of a memo from the General Manager. Meeting dates are included on the annual schedule distributed to all Committees.
- The CPC provides an opportunity for the individual Committees to network amongst themselves, to discuss issues of joint concern and raise them with Council and/or be briefed by Council of key issues. Committees are encouraged to participate in each CPC meeting.
- Nomination to the Executive Committee of the CPC is open to all Office Bearers of individual Committees. The positions of the Executive Committee include two (2) Co-Conveners. Council's Community Engagement Coordinator provides secretarial and treasury support. The CPC usually holds its AGM in May each year.





# 10

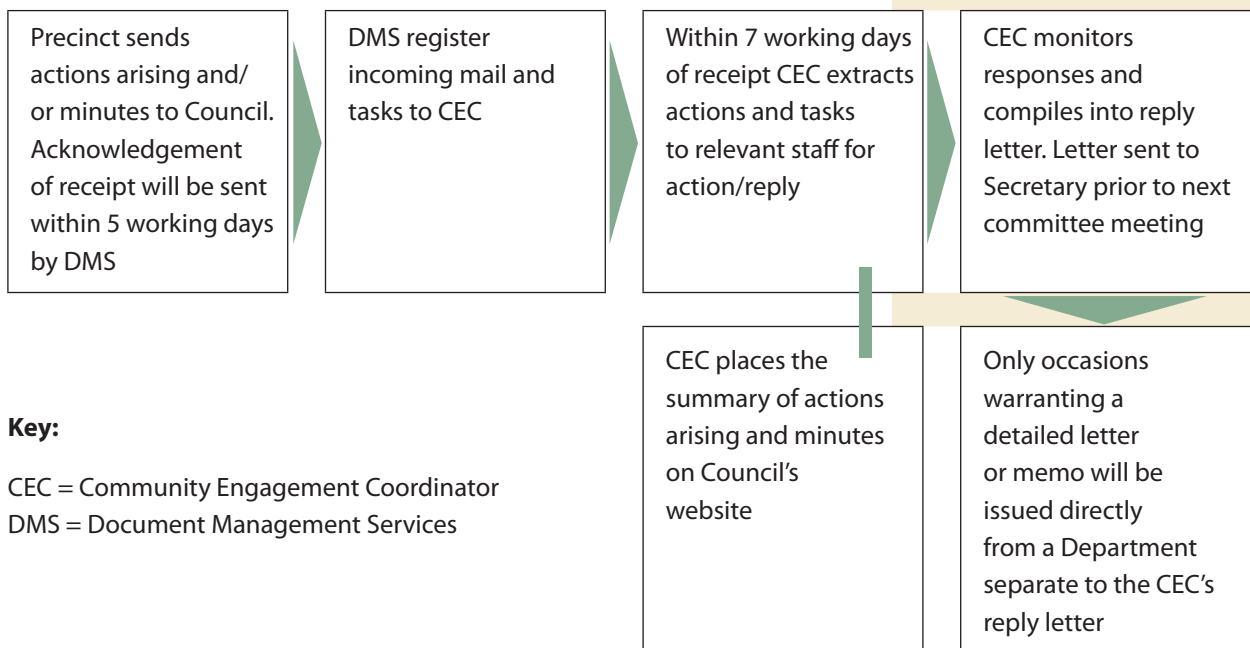
## Council's Role and Responsibilities

Council provides various forms of support to the North Sydney Precincts System, primarily coordinated through the Community Engagement staff, situated within Council's Corporate Planning and Governance Department.

### 10.1

### RESPONDING TO ACTIONS ARISING/MINUTES

The following diagram illustrates the steps involved in Council responding to actions arising. If sending summaries of actions arising/minutes to [council@northsydney.nsw.gov.au](mailto:council@northsydney.nsw.gov.au) an automated response will be generated advising that your email has been received.



### 10.2 WEEKLY CORRESPONDENCE

Council prepares weekly correspondence that is distributed to all Secretaries in both hard copy (post) and soft copy (e-bulletin). This includes the following information on a regular basis:

- Flyers per event, program or service
- Community and Library Newsletters
- Council and Committee minutes (where requested by Precinct)
- Community consultations and surveys
- Notices of proposed works and Plans of Management
- Streetscape and Bushcare project information
- Council Projects and Strategic Plans
- Development Application Notices and Consents
- Council and community events

Please note: if a committee does not receive mail one week it is likely it was because there was nothing to send.

### 10.3 OPERATIONAL FUNDING

Each year Council determines the amount of operational funds available to precinct committees. This may include but is not limited to venue hire, printing and flyer distribution costs, stationery, phone call and internet reimbursement, refreshments and catering, PO Box rental, website administration, promotion, committee activities etc. Council reviews the amount of operational funding annually. Precinct Committees are not registered for GST, as such Council will not pay GST on top of the operational or event funding allocations.

In 2010/11 Council is offering Precinct Committees a maximum of \$1,000 operational funding:



Council will distribute funding to Precincts by either of the following two (2) options; each Committee may nominate their preferred option:

Option A	Option B
<p>Funding can be paid in two (2) installments, each of \$500.00:</p> <ol style="list-style-type: none"> <li>1. The first installment of \$500.00 will be issued upon receipt of an invoice and appropriate documentation.</li> <li>2. The second installment of \$500.00 will be paid upon receipt of statement of income and expenditure demonstrating how funds are used;</li> <li>3. Residual funding in excess of \$500.00 must be returned to Council.</li> </ol>	<p>Alternatively, to assist Committees to minimise administrative responsibilities, in particular those that don't have a Treasurer, Committees can:</p> <ol style="list-style-type: none"> <li>1. Receive up to \$500.00 petty cash; and</li> <li>2. Council will administer the balance of funding (i.e. \$500.00). Council can organise payment of invoices, liaise with contracted suppliers etc.</li> <li>3. Council retains residual funding. Unspent funding allocations can not be accumulated and spent in a subsequent financial year.</li> </ol>

To receive payment by either option each Committee must supply the following documentation:

Form	Purpose
<i>Bank account details</i>	<ul style="list-style-type: none"> <li>• Email or letter confirming account details to be received by Council from each Precinct and registered in Dataworks. This must be received if the Committee's bank account has changed since the previous year.</li> <li>• Must include institution name, BSB, account name and number.</li> </ul>
<i>Memorandum of Understanding</i>	<ul style="list-style-type: none"> <li>• The MOU is an agreement between Council and the individual Precinct Committee confirming the roles and responsibilities of each party.</li> <li>• The MOU is to be signed by the Chairperson/delegated Council officer.</li> </ul>
<i>Precincts Acknowledgement form</i>	<ul style="list-style-type: none"> <li>• All Office Bearers are required to complete this form.</li> <li>• By completing the form you are confirming that you have read and understood the terms and conditions regarding Council's auspice of the North Sydney Precinct System as outlined in the <i>Precincts Policy</i> (CL06-OG), <i>Code of Conduct - Precincts</i> (CL03-Code) and the <i>Precinct System Guidelines</i>.</li> </ul>



Council anticipates that some Committees will not require the full operational funding allocation each year. Whilst there will be some Committees that can demonstrate their activities require additional financial assistance; therefore Council will on an application by application basis allocate remaining funds to Committees that demonstrate they require additional financial support.

Committees requiring additional financial support must apply in writing to Council demonstrating why additional funds are required (i.e. how funds will be spent). Applications must be accompanied by a *Statement of Income & Expenditure*. Each application will be considered and approval will be granted pending available funds. For more information contact Council's Community Engagement Coordinator.

## 10.4 ADDITIONAL PROJECT AND EVENT FUNDING

In 2011 Council is also offering additional funding to each Precinct, up to \$1000.00, for 'special events'. To obtain this funding each Committee must complete the *Precincts Application to Hold a Public Event form* (Category B) or the *Precinct Project or Event Application form* (Category A), depending on the scale of the activity, and advise Council of the amount requested and provide details of how the funds will be spent. Council will administer the funding as outlined under section 10.3 Operational Funding.

## 10.5 DEVELOPMENT APPLICATIONS

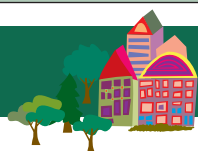
Council notifies owners and occupants of properties that it believes might be affected by a development proposal so that they may make a submission, which will be considered when the application is assessed. Committees also receive the same notification. Precincts may wish to comment on proposed developments within or neighbouring their Precinct area, providing feedback to Council on the impact on the immediate neighbourhood of the proposed development.

### 10.5.1

### COLLECTION AND RETURN OF DA PLANS

- Council will provide copies of current development application plans for Precincts to view. Council sends hard copy notifications of every development application affecting the Precinct to its Secretary weekly. A soft copy summary is also included in the correspondence e-bulletin.
- Council requires development applicants to submit an additional set of plans for the Precinct where the development is proposed (and for neighbouring Precincts if the location is close to or near a boundary).
- Precincts borrowing plans must sign a form on collection, with the undertaking that no copies of any sort will be made. Committees can borrow plans for up to seventy-two (72) hours.
- To borrow plans Precincts must notify Council's Community Engagement Coordinator up to three (3) working days prior to the desired date of collection, advising the relevant DA number/s and addresses. Requests for DA plans can be made via email or phone.
- Plans will be ready for collection from Council's Customer Service Centre and will be packaged in a plastic waterproof pouch. Each pouch includes seals; please use them when returning plans, ensuring that you have enclosed the complete set borrowed. Missing or late plans will result in a reminder call from Council. Plans can also be collected from Stanton Library during opening hours, upon request.
- As an alternative to returning DA plans to Council's Customer Service Centre during business hours Monday to Friday, Precincts can now use any of the following methods to return plans: via the Council mail box (size permitting) via Stanton library after-hours return chute; and or via Stanton Library front desk.
- Following determination of a development application, plans and other documents can be accessed via Council's website in accordance with Council's *Access to Council Documents Policy (CL01-OG)*.

***Requests to borrow DA plans should be directed to Council's Community Engagement Coordinator on 9936 8181, or send an email to [precincts@northsydney.nsw.gov.au](mailto:precincts@northsydney.nsw.gov.au), quoting DA number and address.***



### 10.5.2 CONTACT WITH COUNCIL'S PLANNING AND DEVELOPMENT STAFF

- Council staff, including Planning Advisors, can assist with any questions regarding current development application (DA), and can answer questions on specific technical issues.
- Council's Planning Advisors are available to respond to general enquiries in regard to Development Applications or any general planning matters/enquiries. Such enquires should be made via the *Precincts General Planning/DA Enquiry Form* - either email to [council@northsydney.nsw.gov.au](mailto:council@northsydney.nsw.gov.au) or fax to 9936 8177; or alternatively Ph 9936 8100. A Council officer will provide a response, either via email or phone, within 48 hours of receipt.
- If the Committee has a specific question phone contact can be made with the Assessment Officer daily, between the hours of 9.30am to 11.00am only. Alternatively Council's Planning Advisors hold free, informal half hour duration meetings per week. Appointments are held on Tuesday and Thursday mornings – between the hours 10.30 am and 1.00pm (last meeting time 12.30pm). Notes of each meeting are kept for Council's records. To book an appointment contact Customer Service on Ph 9936 8100. Allow up to two (2) weeks notice for an appointment to become available.
- The Planning Advisors are also available to address Committee meetings periodically in order to provide general information and education on planning matters. To arrange attendance contact Council's Manager of Planning and Development Services, Ph 9936 8100.
- Applicants and submitters should be aware that Councillors can not indicate their voting position prior to a Council Meeting nor convey any suggestion of willingness to provide concessions or peripheral treatment to applicants or objectors.
- Staff are not in a position to comment on the merits of the proposal at notification stage, nor is it appropriate that they assist you in formulating your objection, should you have one.
- Refer to the *Code of Conduct - Precincts (CL03-Code)* for more information.

### 10.5.3 COMMENTING ON ADVERTISED PROPOSALS

- Council considers applications as soon as possible as part of its service to local residents and applicants. As a result, submissions must be lodged within fourteen (14) days as indicated in the notification letter. Should your submission be lodged after the close of this period it is possible that Council may have determined the application prior to receipt of your submission.
- Submissions **MUST** be in writing using the *Precincts DA Submission Form* and should relate directly to the work proposed and its possible impact on surrounding property or the locality. Clearly state on the form the reasons for submission, e.g. privacy, traffic, overshadowing, neighbourhood characteristics, safety etc.- referring to both positive and negative aspects of the proposal. Do not submit a form if there are no comments.
- Council prefers that Committees use the *Precincts DA Submission Form* instead of including comments within minutes; the purpose of this is to ensure that the submission is received by the assessing officer by the close of the notification period. The completed form can be lodged separately from the summary of actions/minutes. On occasion Committees have submitted their minutes which contain comments on development applications, well after the closing period and/or even after determination. **Using the form prevents delays.**
- *Precinct DA submission forms* can be submitted to Council when returning borrowed DA plans.
- Committees are encouraged not to repeat comments within the summary of actions arising/ minutes; however reference can be made if a *Precincts DA Submission Form(s)* has been submitted. Refer to the example in the coloured box.
- Council will acknowledge receipt of Committee submissions. However, Council does not provide a specific reply to the matters raised by individual submissions during the assessment process and thus DA comments made by Precinct Committees are no different. All concerns raised in submissions received at Council are addressed in the report prepared for the application.
- Committees can check determinations/conditions of consent for a development application via



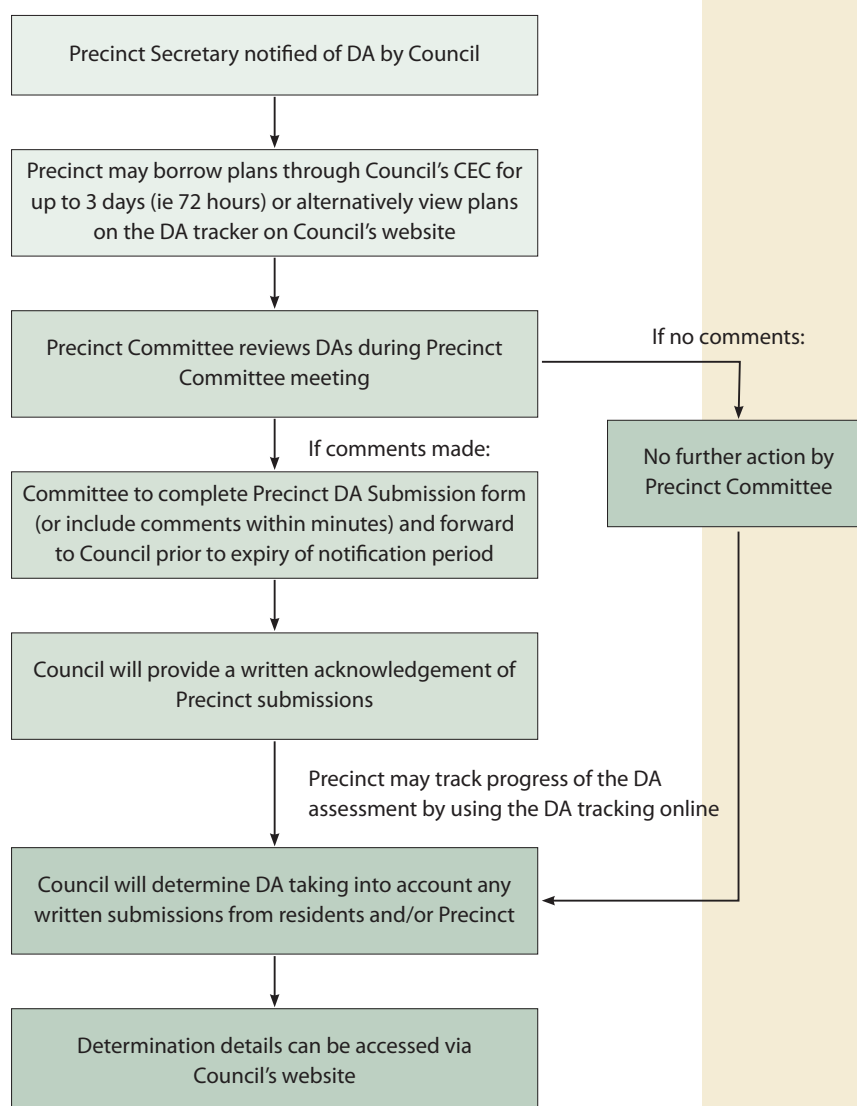
<p>The following example illustrates how to include reference to <i>DA Submission Forms</i> submitted under separate cover in your summaries of actions arising/minutes:</p>	<p>Item 4 - Development Applications</p> <p>Comments on the following proposals have been submitted under separate cover:</p> <p>DA 123/08</p> <p>DA 456/08</p>
<p>* Comments made on the form do not need to be repeated in the summary of actions arising/minutes.</p>	

Council's website [www.northsydney.nsw.gov.au/DAtracking](http://www.northsydney.nsw.gov.au/DAtracking) DA Tracking Online allows you to track the progress of any development applications submitted and or access the development application plans and get progress updates by email. The summary of contents will also be forwarded electronically to all Committees, in PDF format, from one month after determination.

- If a Committee has specific questions relating to a development application these should be made

via the *Precincts General Planning/DA Enquiry Form* - either email to [council@northsydney.nsw.gov.au](mailto:council@northsydney.nsw.gov.au) or fax to 9936 8177. A Council officer will provide a response, either via email or phone, within 48 hours of receipt.

- If minor amendments, or amendments made to overcome concerns already raised, are made to the application before it is determined, you may not be re-notified, but your earlier submissions will be considered.





## 10.6 ANNUAL BUDGET & OPERATIONAL PLAN BRIEFING NIGHT

Each year Council hosts a briefing night for Committees to discuss the budget, capital works priority list for the coming year and Operational Plan. This is usually held in May/June. Committees will receive advance notification of this briefing session. Refreshments will be provided. At this meeting Committees should raise any issues that affect their Precinct area.

### 10.6.1 ANNUAL TRAFFIC STRATEGY REVIEW

Where a Precinct Committee makes a request for a traffic facility such as a new pedestrian crossing or traffic calming, this is referred to the annual Traffic Strategy Review. The Traffic Strategy meetings occur in May each year. A Committee representative is invited to attend these meetings to discuss with Council officers and Councillors the priorities for traffic facilities for the following financial year. The traffic strategy implementation procedure adopts a methodology that allows the community's high priority traffic projects to be ranked according to a number of criteria, including safety, residential amenity, pedestrian amenity, cyclist amenity, through traffic control, public transport benefits and equity. The traffic projects in each financial year are usually reported to Council and set by August of that year.

## 10.7 PRECINCT COMMITTEE TRAINING

Council will provide training opportunities for Office Bearers including:

### 10.7.1 ANNUAL INDUCTION SESSION

Council will host an annual Induction Session for new Office Bearers, outlining the roles and responsibilities of the Chairperson and Secretary and detailing forms and correspondence procedures. This session is usually held in February. This is also a useful refresher

course for long-standing Office Bearers.

### 10.7.2 OTHER TRAINING OPPORTUNITIES

Council will endeavour to provide other training opportunities as required or requested.

## 10.8 PROMOTION

Council will provide the following to promote the Precinct System:

### 10.8.1 CORPORATE ADVERTISEMENT

When space is available within Councils weekly corporate advertisement in the local papers, adverts promoting Precinct meetings will be included. The advertisement will include the Precinct name, meeting date, time and venue. Other related events and activities can also be promoted through this advertisement.

### 10.8.2 COUNCIL WEBSITE

- Council has several pages of its website [www.northsydney.nsw.gov.au/precincts](http://www.northsydney.nsw.gov.au/precincts) designated to promotion of the Precinct System. These pages are regularly updated.
- Each year Council updates the individual pages to include Committee contact details, meeting dates, highlights of Precinct activities and achievements, maps and summary of actions arising.
- Committees may request that specific information regarding their activities be included on their page of the website.
- Minutes will continue to be posted on the individual pages, provided they are sent to Council in a compatible format (i.e. WORD). Refer to section 5.2.3 for more information.
- Council will post Committee minutes on the website as supplied, however if they include any defamatory comments, allegations and/or names instead of initials Council will edit accordingly. Should significant edits be required these will be discussed with the committee prior.



### 10.8.3 COMMUNITY NOTICE BOARDS

- Council has over sixty (60) community noticeboards for advertising community events and services.
- Notices are changed approximately every six (6) weeks, and closing dates are strictly adhered to. The six (6) weekly changeovers are posted throughout the LGA, and therefore may not be suitable for advertising local Precinct meetings - in this case Committees may prefer to obtain a key and access the "Precinct" section (approximately 2 x A4) of each noticeboard within their boundary.
- Notices should be A5 size or smaller, but other sizes can sometimes be negotiated.
- For more information or to obtain a key contact Council's Community Information Officer on 9936 8189 for further information.

## 10.9 COUNCIL MEETING SCHEDULE

Each Committee will receive from Council an annual schedule of all meetings convened by resolution (including ordinary Council and committee meetings). Council holds various meetings during the year. Meetings are not held in January and sometimes, the date of December meetings may be altered. The majority of these meetings are open to the public to attend.

### 10.9.1 COUNCIL MEETINGS

- Council is held at 7.00pm on three (3) out of four (4) Monday nights (except public holidays). For upcoming agendas call the Information Line (updated after Thursday midday) ph 9936 8188.
- Notice of Council Assessment agenda is distributed to all Precincts following publication of each business paper. Precincts can request agenda and minutes.

- The public is welcome to attend these meetings and address the Council (refer to guidelines available at [www.northsydney.nsw.gov.au](http://www.northsydney.nsw.gov.au)). If you have an interest in or wish to address Council on an agenda item please ph 9936 8115 before 5.00pm on the day of the meeting, or notify the officer outside the Council Chamber between 6.40pm and 6.55pm. Such items will be brought forward in agenda order and dealt with before items in which there is no interest from the public gallery.
- It should be noted that parts of Council meetings may be recorded to assist in the transcription of the Minutes. The recordings are deleted immediately after Council has adopted the Minutes. Freedom of Information (FOI) laws applies to the recording of Council meetings, and from time to time, Council may receive applications to release such recordings. These applications are processed in accordance with FOI legislation.

### 10.9.2 REFERENCE GROUP MEETINGS

- Council has a number of reference groups including the Community Access and Safety Reference Group, Community Services Reference Group, Environmental Services Reference Group, Library, Historical and Cultural Resources Reference Group.
- Reference group meetings are held at various times - for details of their meeting times and locations please refer to the schedule available at [www.northsydney.nsw.gov.au](http://www.northsydney.nsw.gov.au) includes searchable agendas, minutes and reports.
- A summary of upcoming reference group meetings is also included in the weekly e-bulletin.





NORTH SYDNEY COUNCIL  
200 MILLER STREET  
NORTH SYDNEY NSW 2060  
Ph: 9936 8100

January 2011



# APPENDIX B - MINUTES OF MEETINGS

## 1. MINUTES – 10 FEBRUARY 2011 LOCAL PRECINCT GROUP

Notes from Meeting Held 10<sup>th</sup> February 2011 with Local Precinct Groups to discuss progress of the Graythwaite Development

Present: Mr S R Williams (Chairman), Dr T A Wright, Mr H Tanner, Mr G Phillips, Mr P D Mayoh and Mrs K Dickson

Guests: Suzanne Clarke-Nash, Julie Jones, Julie Bindon, Angus Finney, Deborah Berkhardt and Laurie Mather

Mr S R Williams welcomed the guests to the meeting and outlined the progress since the previous meeting held with the Precinct Committee representatives on 17<sup>th</sup> August 2010.

The following matters were noted:

- The School had a responsibility to present the master plan for the site to provide some certainty that the School had no plans to build on the open space
- The Conservation management Plan (CMP) had been finalised and lodged with the Heritage Council of NSW
- Council officers from north Sydney Council had toured the site
- The Part 3A Application had been lodged and was now on exhibition
- A meeting would be held with North Sydney Council in a fortnight to update the Council on the School's plans.

Tanner Architects – Mr Howard Tanner and Mr George Phillips

Mr Tanner noted the following in his presentation:

- It was important that Graythwaite and the grounds were restored and that a good working solution for use of the site by the School was found
- Landscape issues and restoration of the historic garden have been incorporated into the plans
- The area of fill to the western edge of the site problematic
- Primary trees identified and fig tree closest to the Ward building has been determined as distressed and recommended for removal
- Priorities: Put Graythwaite in order; Demolish Ward Building and pull any future development away from Graythwaite (incorporated into current plans); Tom O'Neill Centre may be rebuilt at a later stage; Views to the Coach House to be retained; Identification of location for the Western Building.

Question 1: Where are the (80) trees that are to be removed under the application?

Addressed in the documentation

Question 2: What is the impact of construction of the North Building on the street scape from Edward Street?

Addressed in the artist perspectives – view from School Oval and Edward Street. The building would be serviced from the main driveway, not Edward Street

Question 3: What are the reasons behind the location of the Western Building and what will it be used for?

Best location for buildings in relation to Graythwaite and heritage issues for buildings and landscape of the grounds; classroom space

Immediate future plans

- Stage 1 – Conserve and refurbish Graythwaite, the Coach House and the Tom O'Neill building and associated landscape works. Stage 1 has been submitted as a Project Application to the DoP.
- Stages 2, 3 and 4 – Demolition of the Ward building and construction of new buildings. The School does not have any current plans to increase the size of the School.

Question 4: What are the technical approval processes with the DoP?

Stage 1 Project Application; Stages 2, 3 & 4 Concept Plans

Question 5: What plans are there for car parking on the site?

Parking is provided under the Eastern building in future stages.

Proposals for Graythwaite refurbishment:

- Removal of intrusive additions
- Installation of a lift
- Adapting the kitchen to support activities of the function room
- Glazed links between buildings at the northern end of the building
- Install toilet facilities on the ground floor
- Establish a museum
- New fence and entry gates to the site

Question 6: Will the widows walk be reinstated?

Yes

Proposals for Coach House

- Adapt ground floor for staff office accommodation
- First floor to be used for on-site caretaker

Proposals for Tom O'Neill Centre

- Convert for use as Music Practice rooms – changes driven by DDA

Question 7: Will the Union Street driveway be widened?

No, driveway will essentially remain as it is.

Question: Will the installation of the lift detract from the heritage nature of the building?

The lift will be positioned to ensure that it does not detract from the building. It will be natural in tone, but contemporary and be clad innocuously against the building.

Question 8: If there is a growth in the size of the Prep School, traffic in Edward Street will be impacted. How has this been addressed?

There are currently no plans to increase the size of either the Prep or Senior Schools. The traffic report reflects possibility of potential growth but the growth of the Prep School is not an option.

Question 9: What will the new buildings be used for?

The additional classroom space would allow the School to relax current classroom capacity and allow for refurbishment of classrooms to cater for modern teaching and learning. Classrooms in some parts of the School are cramped and (2) classrooms may be converted into single rooms.

The Chairman reminded the meeting that the School presented the full Concept design for Graythwaite to provide the community with some certainty around plans for future use of the Graythwaite.

P D Mayoh Pty Ltd – Mr Peter Mayoh

Mr Peter Mayoh noted the following in his presentation:

- Building envelopes on the site were limited due to the heritage constraints of the Graythwaite building, Coach House and landscape aspects of the site.
- Building on the Union Street frontage was discounted as not in the best interests of the community nor practical.
- Heritage Architects have indicated that it was important to retain the views of Graythwaite from the driveway
- The benefits of the School having a common boundary with the site was that it was able to utilise the land on the eastern boundary

Eastern Building:

- Important to retain view of Graythwaite from the driveway so building has been pulled back against the School boundary
- The building is 2 storey with the 3<sup>rd</sup> storey set back against the boundary
- The fig currently located at the western edge of the Ward Building is diseased and needs to be removed.
- Traffic and parking on the site will be managed under the building

Western Building:

- Substantial trees to be retained with reinforced planting around the building

- Overlooking and overshadowing issues resolved by classroom grids north/south with corridor internal to the building
- Openings for ventilation would not impact on privacy
- 2 story building closest to the boundary with 3 storeys stepped back on the site away from bank Street

Question 10: Where is the Giant Bamboo in relation to the Western Building?

The Giant Bamboo has been located on landscape plans and addressed in relation to the building.

Question 11: What consideration has been given to noise from the building?

The classrooms in the building have been oriented north/south to address any noise issues. Noise in the corridors can be addressed by classroom management.

Question 12: Why is the North building traversing east/west?

There are landscape and building heritage issues in relation to the location of the building.

The North building has been placed to provide a good visual presence of Graythwaite from Edward Street and completes the heritage precinct of Prep School buildings.

Question 13: Does the School have plans to decommission Edward Street?

The Chairman noted that this would be 'nice', but it wasn't for the School to determine as this would be at the will of others and was not part of this project application.

Question 14: Will additional trees be planted between Union Street and Graythwaite?

The heritage architects wish to restore and retain the clear view of Graythwaite from Union Street. The endorsed Conservation Management Plan deals with restoration of appropriate plantings.

It was noted that the Graythwaite gardening group had worked on thinning trees and plantings on the site.

Question 15: Why didn't the School set back the 'box' like end of the Eastern building?

The building design needs to take into account the gabled end of the current School buildings.

Question 16: Is there scope to provide the presentation to the broader community?

The Chairman noted that a number of consultative meetings have been held with North Sydney Council, the Precinct Groups and the Heritage Council of NSW. The application has been lodged and is on exhibition. It would be very difficult for the School to hold a community meeting and the involvement of the Precinct Committee Chairs was an opportunity to have a productive and detailed meeting.

Question 17: Is the School willing to peg out (height poles) the Stage 3 development and prepare a photo montage of what the Western building will look like from Bank Street?

The Chairman indicated that he would need to seek advice regarding this request.

Question 18: How close does the Western building come to the Giant Bamboo and where is the fig that is to be removed?

Addressed.

Question 19: Can the School provide a landscape overlay of the building plans to locate major trees in relation to the Western building and identify the trees to be removed?

The Landscape plans detail the trees to be removed. The Chairman indicated that he would need to seek advice regarding the request for the additional drawings.

Question 20: Has the School considered bringing all of its buses onto the site to alleviate the bus congestion caused by the School's buses in Mount Street?

The heritage nature of the site does not allow for bus access. The traffic report does not call for any changes to the current pattern of bus pick up/drop off.

Question 21: Did the traffic study consider current pressure points?

Completed traffic study included with EA. There is no planned increase in student numbers to the site and no change in student or traffic movement to be considered.

Question 22:

Would it be possible to superimpose the landscape plan on the building plan to determine the impact on vegetation?

The School was working with the Department of Planning and would respond to any request to amend/add drawings to the EA.

Question 23:

Why didn't the School advise all neighbours of the submission of the Part 3A application?

The School did not have control of the communication program. The process was in the hands of the DoP and North Sydney Council.

Question 24:

When will the School address the traffic/bus issue in Mount Street?

The current traffic arrangements for the School are not subject to discussion at this meeting. Traffic has been addressed in the EA. Traffic in North Sydney is the responsibility of NSC and the RTA.

Question 25:

Will the School consider solving the bus issues by internalising all bus pick up/drop off?

The School is not in a position to bring buses onto the site due to student safety issues.

Question 26:

Has the School considered other heritage issues on the site; underground trenches; water cistern etc

The School has taken into account heritage features of significance on the site. If other were identifiable, they would be considered also.

Question 27:

What is the Schools intention regarding access to the site?

The School's position on access has not changed. However, where a duty of care is required to be provided to students, the School will act accordingly.

Julie Jones congratulated the School on the well thought out plans for the Graythwaite site and the opportunity to meet and discuss them in further details. She acknowledged the work that has been done to date.

Julie was opposed by Debbie Berkhardt and Suzanne Clarke-Nash who indicated that there was not support from Union Street Precinct for the proposal. The Precinct had major issues with the traffic circulation and the bulk, height and scale of the West Building on the Bank Street residents.

The Chairman closed the meeting at 8.10pm.

## 2. EMAIL RECEIVED FOLLOWING 10 FEBRUARY 2011 PRECINCT COMMITTEE MEETING

**From:** Suzanne [mailto:sclarken@ihug.com.au]

**Sent:** Thursday, 24 February 2011 12:35 PM

**To:** Web Enquiries

**Subject:** Attention Mr S Williams

Chair  
SHORE School Council  
Blue St  
North Sydney

Dear Mr Williams,

Thank you for your time to outline Shore schools plans for the Graythwaite site.

As discussed on the evening the Union Precinct would like to request that the School assists the local community to understand the plans.

To achieve this we would like to request the following:

- That the site is pegged out and that height poles for the Stage 3 building envelope are erected.
- Photomontages from the back yards in Bank St to correctly show the proposed development.
- A full and proper presentation to the wider members of the community at the Council hall – subject to Council agreeing to host it
- An overlay of the proposed plans with the landscape plans showing the Giant Bamboo

We look forward to your response

Regards

Suzanne Clarke-Nash  
Chair  
Union Precinct

### 3. MINUTES – 27 FEBRUARY 2011 NORTH SYDNEY COUNCIL

Notes from Meeting Held 27<sup>th</sup> February 2011 with North Sydney Councillors

Present: Mr S R Williams (Chairman), Dr T A Wright, Mr H Tanner, Mr G Phillips, Mr P D Mayoh and Mrs K Dickson

Mr S R Williams addressed the Councillors and outlined the progress that had been made regarding the School's plans for the Graythwaite site and noted the following:

- The School had a responsibility to present the master plan for the site and to provide some certainty that the School had no plans to build on the open space
- The Conservation management Plan (CMP) had been finalised and lodged with the Heritage Council of NSW
- Council officers from North Sydney Council had toured the site
- The Part 3A Application had been lodged and was now on exhibition
- A meeting had been held with Local Precinct groups 10<sup>th</sup> February 2011 to update them on the School's plans.

Tanner Architects – Mr Howard Tanner and Mr George Phillips

Mr Tanner noted the following in his presentation:

- It was important that Graythwaite and the grounds were restored and that a good working solution for use of the site by the School was found
- Landscape issues and restoration of the historic garden have been incorporated into the plans
- The area of fill to the western edge of the site problematic
- Primary trees identified and fig tree closest to the Ward building has been determined as distressed and recommended for removal
- Priorities: Put Graythwaite in order; Demolish Ward Building and pull any future development away from Graythwaite (incorporated into current plans); Tom O'Neill Centre may be rebuilt at a later stage; Views to the Coach House to be retained; Identification of location for the Western Building.

Immediate future plans

- Stage 1 – Conserve and refurbish Graythwaite, the Coach House and the Tom O'Neill building and associated landscape works. Stage 1 has been submitted as a Project Application to the DoP.
- Stages 2, 3 and 4 – Demolition of the Ward building and construction of new buildings. The School does not have any current plans to increase the size of the School.

Proposals for Graythwaite refurbishment:

- Removal of intrusive additions
- Installation of a lift
- Adapting the kitchen to support activities of the function room
- Glazed links between buildings at the northern end of the building
- Install toilet facilities on the ground floor
- Establish a museum
- New fence and entry gates to the site

Proposals for Coach House

- Adapt ground floor for staff office accommodation
- First floor to be used for on-site caretaker

Proposals for Tom O'Neill Centre

- Convert for use as Music Practice rooms – changes driven by DDA

P D Mayoh Pty Ltd – Mr Peter Mayoh

Mr Peter Mayoh noted the following in his presentation:

- Building envelopes on the site were limited due to the heritage constraints of the Graythwaite building, Coach House and landscape aspects of the site.
- Building on the Union Street frontage was discounted as not in the best interests of the community nor practical.
- Heritage Architects have indicated that it was important to retain the views of Graythwaite from the driveway
- The benefits of the School having a common boundary with the site was that it was able to utilise the land on the eastern boundary

#### Eastern Building:

- Important to retain view of Graythwaite from the driveway so building has been pulled back against the School boundary
- The building is 2 storey with the 3<sup>rd</sup> storey set back against the boundary
- The fig currently located at the western edge of the Ward Building is diseased and needs to be removed.
- Traffic and parking on the site will be managed under the building

#### Western Building:

- Substantial trees to be retained with reinforced planting around the building
- Overlooking and overshadowing issues resolved by classroom grids north/south with corridor internal to the building
- Openings for ventilation would not impact on privacy
- 2 story building closest to the boundary with 3 storeys stepped back on the site away from bank Street

The Mayor indicated that the Council had no issue with the restoration of Graythwaite but was very concerned about the height, bulk and scale of the West Building on the residents in Bank Street.

Councillors questioned the School on the plans for growth in student numbers and the associated traffic concerns.

Onsite parking was discussed including the additional parking spaces to be provided as part of this project.

The Mayor acknowledged that there had been an issue with notifying local residents of the Part 3A Application and this was not the fault of the School. The Mayor suggested that the School hold a public meeting on site to discuss the project. The Chairman indicated that the consultation process would be reviewed on advice from the DoP.

#### **4. MINUTES – 5 APRIL 2011 NSW HERITAGE BRANCH**



# tanner Architects

## RECORD OF MEETING

PROJECT: GRAYTHWAITE

TA JOB NO: 09 0821

SUBJECT: PART 3A SUBMISSION AND DRAFT CMP

MEETING DATE: 5 APRIL 2011

DATE OF ISSUE: 14 APRIL 2011

TIME: 1.30 PM

VENUE: HERITAGE OFFICE, DEPARTMENT OF ENVIRONMENT AND HERITAGE

ATTENDANCE:

Name	Company	Initials
Petula Samios	Heritage Office	PS
Alejandra Rojas	Heritage Office	AR
Howard Tanner	Tanner Architects	HT
George Phillips	Tanner Architects	GP
Sean Williams	Tanner Architects	SW
Matthew Taylor	Taylor Brammer	MT

APOLOGIES:

DISTRIBUTION:

All of the above and:

Name	Company	Initials
Dennis Zines	WSP Fitzwalter	DZ
Kathy Dickson	Shore School	KD

Record of Meeting by:

**Sean Williams**

Senior Heritage Consultant

**George Phillips**

Senior Associate

## RECORD OF MEETING

No.	Item	Responsible party / action summary
<b>1.0</b>	<b>Item 1 'Site levelling' and 'landscaping works (Item 1)</b>	
Note	<p>The type and extent of 'site levelling' and 'landscaping' identified in the Planning Parameters report was queried by HO.</p> <p>Confirmation was provided by TA that site levelling would be limited to the 'evening-out' of the existing ground surface on the lower terrace to reduce the potential for student injury. The existing overall slope would be retained as would the overall 'impression' of the area when viewed from Union Street.</p>	
Action 1.1	For clarity, TB is to provide text on the application drawings and show an indicative maximum measurement for the 'evening-out'.	MT to amend application drawings
<b>2.0</b>	<b>Item 2a Heritage Significance Review</b>	
Note	<p>Upper Terrace</p> <p>HO advised that it was preferable that the entire area of the upper terrace be given a 'High' ranking of heritage significance as it has been associated with the principal buildings on the site since the 1830s. The concern being that the existing CMP policies generally allow greater scope for development within areas of only 'moderate' or 'little' heritage significance, however, development within these areas may adversely impact the greater significance of Graythwaite House and the site as a whole.</p> <p>It was noted by TA that some areas of the upper terrace have been substantially modified such that they do not currently make a strong contribution to the setting and heritage significance of Graythwaite House and the site as a whole—it would therefore be inappropriate to give the entire upper terrace a high ranking.</p>	—
Action 2.1	Given that the issue is more closely related to the need to carefully manage change on the upper terrace, it was agreed that TA should review the CMP policies to ensure that development on the upper terrace appropriately considers the contribution that specific areas, including those of moderate or little heritage significance, have historically made to the principal buildings and to the site as a whole—including the relationships between the buildings and spaces around the buildings. The curtilage of the upper terrace would be shown on the levels of significance diagram in the CMP.	TA to amend CMP.

## RECORD OF MEETING

No.	Item	Responsible party / action summary
Note	<p>The Tom O'Neill Centre—significance</p> <p>HO queried whether or not the assessment of heritage significance of the Tom O'Neill Centre in the CMP had appropriately identified its level of significance.</p> <p>TA noted that the CMP states that the building is associated with the site's use as a health facility during the Red Cross period and therefore has historic and social significance, however, its internal layout had been significantly altered such that it was no longer possible to interpret its original use. The building's current contribution to the significance of the site is therefore limited to its overall scale and its definition of the west side of the formal gardens.</p>	—
Action 2.2	TA to review the assessment of significance and provide further justification for the level of significance of the building—ie confirm that it is of moderate significance. The CMP is also to include some internal images (and perhaps a plan) to demonstrate its much-altered state as well as provide further discussion/clarification/substantiation in the policy section.	TA to review and amend CMP.
<b>3.0</b>	<b>Item 2b Landscape Plan</b>	
Note	<p>HO noted that the landscape plan did not clearly identify which trees to be removed were of heritage significance. There was also no explanation as to why they needed to be removed. HO also noted that there appeared to be a discrepancy between the landscape plan and the CMP plan (Figure 4.5).</p> <p>TB explained that very few of the significant trees were to be removed, the key one being the mature fig that was unstable, in the vicinity of the proposed West Building.</p> <p>TA explained that the CMP plan was based on an earlier survey that did not show all of the trees on the site. (A small number of trees were added to the CMP plan as they were identified as being of high significance.)</p> <p>It was also agreed that a landscape design report should be prepared as a separate, standalone document to assist NS Council and the local community with fully appreciating, which trees were going and why.</p>	—
Action 3.1	TB to update landscape plan in application drawings to include a schedule that identifies the trees that are of heritage significance and to provide summary explanatory text as to why trees are proposed to be removed, e.g. poor health, safety.	<p>MT to update landscape drawing.</p> <p>MT to provide summary explanatory text.</p>
Action 3.2	TA to update Figure 4.5 of the CMP to include all trees and ensure that every tree is given a level of significance—moderate and above (or none).	TA to amend CMP.

## RECORD OF MEETING

No.	Item	Responsible party / action summary
Action 3.3	TB to prepare a landscape design report.	MT to prepare landscape design report.
<b>4.0</b>	<b>Item 2c Archaeological Significance</b>	
Note	<p>Concern was raised by the HO that there was not enough information about the archaeological resource of the site—location/significance etc, such that the resource may not be appropriately managed into the future.</p> <p>It was noted by TA that the CMP includes an assessment of the potential archaeological resource of the entire site—see Section 3.7 and the key areas of interest. It was agreed that these areas should be clearly marked on a plan. The CMP also includes overall policy statements requiring further research and assessment to be undertaken in certain areas as part of any proposed excavation or other ground disturbance works—see Section 6.3.5.</p>	—
Action 4.1	TA to include a separate plan in the CMP to clearly mark the various areas of archaeological potential [including items such as the cistern].	TA to amend CMP.
<b>5.0</b>	<b>Items 2d/2E Planning Parameters Report</b>	
Note	<p>Concern was raised by the HO that the Planning Parameters report did not provide sufficient information to allow for a full assessment of the potential impacts on the heritage significance of the key buildings and their setting and the site as a whole.</p> <p>It was explained by TA that the Planning Parameters report is intended to supplement the other documents to establish the design constraints to respect heritage values. The assessment of impacts is included in the Statement of Heritage Impact.</p>	—
<b>6.0</b>	<b>Item 2F Union Street Gates</b>	
Note	Clarification as to the permeability of the entrance gates on Union Street was provided by TA—the gate and fence design will allow the public to look into the site and continue to appreciate the parkland setting. Key views onto the site would be retained.	—
Action 6.1	TA to amend drawings and the Planning Parameters report to clarify.	TA to amend drawings and the Planning Parameters Report.

## RECORD OF MEETING

No.	Item	Responsible party / action summary
<b>7.0</b>	<b>Item 2G East Building—Height and Location</b>	
Note	Clarification was provided by TA that the proposed East Building would be further away from Graythwaite House than the current Ward Building. Confirmation was also given by TA that the height of the proposed western edge of the east building would not exceed the height of the eaves of Graythwaite House itself. It was agreed that the height of the eastern side of the proposed east building could extend above this height provided that it was set back from the western edge of the proposed new building—as shown in the Planning Parameters Report.	—
Action 7.1	TA to provide diagram showing extent of step in height of the east building in numeric value.	TA to review and revise design.
<b>8.0</b>	<b>Item 2H West Building—Bulk and Location</b>	
Note	It is the preference of the HO that the West Building is fully located outside of the curtilage of the upper terrace. The HO noted that in footprint the building appeared to be larger than Graythwaite House and conveyed the concerns expressed by the Heritage Council that the building was too bulky. Concern was also raised by the HO that the West Building may be visually intrusive when seen in views from in front of Graythwaite House towards the Coach House. TA noted that a review of the design is required to address this concern.	—
Action 8.1	TA to review and revise design.	TA to review and revise design.
<b>9.0</b>	<b>Item 2I West Building—Impacts on Landscape</b>	
Note 9.1	Concerns were raised by the HO that the West Building could potentially impact the significant landscape of the site, including significant trees and views. The site of the proposed west building was identified as ‘intrusive’ in the CMP, which appeared to be misleading.	—
Action 9.1.1	It was noted by TA that it was the fill that was intrusive and not the area within which it was located. It was agreed that the area itself was likely to be of ‘moderate’ significance and not of ‘high’ significance as it had been modified by the fill.	TA to amend CMP
Action 9.1.2	TA to update CMP landscape drawing to show the area of the proposed West Building as being of moderate significance. The area of fill would be overlaid onto this drawing as an intrusive element.	TA to amend CMP.

## RECORD OF MEETING

Action 9.1.3	TA to work with PD Mayoh and the School to review the design of the West Building and its environs, including the upper level bulk and the 'tunnel' entry.	TA to review and revise design
Note 9.2	It was noted by TB that the significant tree to be removed in the vicinity of the West Building was unstable. Other trees would screen the West Building in significant views across the middle terrace from along the driveway.	—
Action 9.2.1	TB to provide landscape drawing that clearly shows the root zones of each of the trees to be retained and the building envelope—highlighting any potential impact on significant trees.	TB to amend drawings or provide additional drawings.
<b>10.0</b>	<b>Item 2J Views to the site from the west</b>	
Note	<p>It was noted by TA that views to Graythwaite from the west are currently screened by the mature boundary plantings, in particular the figs. This same vegetation would also largely screen views of the proposed west building when viewed from Bank Street and beyond.</p> <p>It was also noted by TA that the apparent height of the west building should be no more than 2-2.5 storeys when viewed from Bank Street. The potential impacts could be further mitigated by a potential screen planting along the western boundary of the site.</p>	—
Action 10.1	TA to provide a photomontage or illustration to demonstrate that the proposed West Building would be screened from views from the west of the site.	TA to amend HIS.
<b>11.0</b>	<b>Item 2K Tom O'Neill Centre</b>	
Note	<p>HO expressed concern that there did not appear to be sufficient justification for demolition of the Tom O'Neill Centre, particularly to install a stair as part of a proposed new tunnel entry to the proposed West Building. HO also expressed a concern that the proposed development of this part of the site has been 'overworked'.</p> <p>TA noted that the Tom O'Neill Centre was difficult to adapt and that a new building in this location of a similar scale would be acceptable provided that it continued to provide views of the Coach House from the front of Graythwaite House and provided a defined western boundary for the formal garden.</p>	—
Action 11.1	TA to work with Peter Mayoh and the School to further develop the design and address the concerns raised here.	TA to review design and amend drawings.
Action 11.2	TA to further clarify/substantiate the impacts of the proposal in the HIS.	TA to amend HIS.



## RECORD OF MEETING

<b>12.0</b>	<b>Item 2L Lower Terrace (SW corner) — Proposed Development</b>	
Note	Concern was raised by the HO that the ‘development area’ on the lower terrace shown in the Planning Parameters Report looked too much like a ‘building envelope’. There was insufficient information to allow for a proper assessment of any potential development within this area. It was agreed that as there was no current proposal to undertake any works in the area that it would be better to remove reference to development in this area.	–
Action 12.1	TA to amend plan from Planning Parameters Report to remove proposed building footprint and all reference to future development within this area.	TA to amend Planning Parameters Report.
<b>13.0</b>	<b>Item 2M Statement of Heritage Impact</b>	
Note	It was agreed that the Statement of Heritage Impact would be reviewed once the CMP had been amended to address the above considerations.	–
Action 13.1	TA to amend Statement of Heritage Impact.	TA to amend Heritage Impact Statement.

### MOVING FORWARD [FURTHER COMMENTS BY HO BY EMAIL]

<b>Meeting Minutes</b>	A copy of these meeting minutes will be forwarded to the Department of Planning for their information.
<b>CMP Endorsement</b>	<p>The revised CMP will be submitted to the next available Approvals Committee meeting. The Heritage Office has subsequently advised that the next available committee meetings are:</p> <ul style="list-style-type: none"> <li>– June—the revised CMP would be required by <b>9 May</b> at the latest to make it onto the agenda for this meeting.</li> <li>– July—the revised CMP would be required by <b>14 June</b> at the latest to make it onto the agenda for this meeting</li> </ul>
<b>Part 3A Comments</b>	Once the CMP has been endorsed by the Heritage Council, comments on the Part 3A concept plan and application will be finalised by the Heritage Office and forwarded to the Department of Planning.
<b>West building</b>	HO requests a photomontage or illustration to evidence that ‘other trees would screen the West Building in significant views across the middle terrace from along the driveway’ (Action item 9.2).

## **5. INFORMAL OBSERVATIONS - 9 APRIL 2011 PUBLIC MEETING STARTING 9AM, NSC MEETING AT 165 BLUES POINT ROAD**

The meeting was quiet and orderly and there was an attendance sheet.

Genia McCaffery (Mayor) led the meeting with 6-7 Councillors in attendance (at the front of the community hall); there about 70+ attendees.

The meeting agenda was

1. George Youhanna (Council Planner) briefly explaining the proposal
2. Comments from the floor and responses
3. NSC would visit particular houses (by request) at the end of the meeting to inspect specific issues.

### **1. NSC Project Explanation**

GY briefly outlined the project in respect of buildings, parking and population indicating that Council had issues with the West building and traffic (main issues). The Mayor indicated that NSC had written to DoP/Government (?) seeking that NSC determine the project. They also claimed there was no elevation of the West building and weren't clear about the East building.

### **2. Community Feedback**

- a. Resident: He asked about the use of the Union Street entrance and the effect on traffic. It was apparent that no-one has understood the statements about this drive being only used for House related issues (i.e. Admin, visitors to Admin and House).
- b. Resident: Asked whether there was a possibility that the West building could be used for co-ed.
- c. 41 Bank Street resident – Asked can there be a Stage 4, 5 & 6? He wanted that the area previously approved for a tennis court be not built on. GY answered that there was no reference to future applications. The Mayor noted that an approval for the Concept Plan needed to be made without knowing the future or full details, but noted as an aside that the Concept Plan was a “sort of Master Plan”. The resident later requested that there be access through the school noting that they all were not paedophiles. The Councillors generally noted that all educational institutions were prohibiting access.
- d. 37 Bank Street – Julie Bindon – Referred to potential development in SW behind Bank Lane as shown in Planning Parameters report and then suggested that a building would be put there and thereafter on Union Street. She referred to the Edds CMP indicating that it had given the OK for building on Union Street and wondered why the School wasn't building there instead of the West building which she considered to be OK if under 8.5m. She added to the last point by noting the Tanner documents referred to not building on Union Street as “being in the public interest” and queried this assessment. She then tabled the HC letter indicating they didn't support the project but didn't declare that she was on the HC.
- e. John Hudson – traffic concerns.
- f. The Mayor said that NSC has its own Heritage Plan for the site. She then indicated that the Council would support smaller buildings and smaller footprints.
- g. Councillor Michael Reymond (Dep. Mayor) wanted the lower part of the GW site be zoned for private open space. He noted that DoP won't agree – for this to happen, the Council needs to purchase. He wondered why the School didn't knock down its old buildings on the existing site and redevelop there. He then suggested that a general problem for all councils was “the curbing of the expansion of educational institutions” citing the loss of Darlington for the development of Sydney Uni as being a particularly serious issue. He noted that all Council could do is to chip away at this trend.
- h. The Mayor then talked about the possibility of Council adding to the LEP by including the suggested partial re-zoning of the Union Street terraces as Private/Recreation Open Space and encouraged the meeting to write to Brad Hazzard and Jillian Skinner to support this change. She noted that there was no recent contact with Ms Skinner over this application.
- i. Another resident and Ian Poole joined in this conversation.
- j. A resident from Thomas Street expressed concern about the wildlife and ecosystem expressing their understanding of wholesale destruction. The Mayor decided to write to DoP seeking an EIS on this matter since the current application didn't deal with this.
- k. A resident from Bayview Street asked why the school didn't build underground classrooms. Another resident noted that this would damage the groundwater region and suggested that the Shore use of bore water already had affected the groundwater on their property. Even the Mayor showed doubt about having underground classrooms.
- l. A Bank Street resident was concerned about noise from 500 students and GY also expressed worries about bells and play time.

- m. A resident asked about access noting that there was currently available entry on Union Street. One member of the community indicated that he still used the site for access. The Mayor noted this would change later on.

There was some short discussion about the extra 500 students with the Mayor referring to her earlier discussions with the School stating her understanding that there would be no increase in students.

The meeting closed at 9:45am with a number of residents going forward to seek that the Council attend their house.

## 6. INFORMAL TANNER NOTES - 18 MAY 2011 NSW HERITAGE BRANCH

Dear all

I met Petula Samios, Alejandra Rojas and Vincent Sicari at the Heritage Branch yesterday regarding the revised West Building and landscape. The main points discussed were as follows:

- There was some interest in the appearance and location of the building in the vicinity of the Bank Street properties to the west, particularly from Vincent. He concurred with the strategy of articulating the building into two distinct masses, but recommended that the glazed linking section be set further back, if possible. He also asked whether the flat roofed sections of the building were to be used as roof terraces by students.

Petula cut short this discussion, confirming that these were not heritage issues, and re-focused the discussion on the impact of the building on the landscape and the historic buildings to the east. (While not heritage issues, I think it would be prudent to consider Vincent's concerns in consideration of the neighbours' amenity).

- There was general agreement with the proposed landscape treatment, reinforcing the extent of the upper terrace and the setting of Graythwaite House and the Coach House. This included the planting of a new tree adjacent to the Tom O'Neill Centre, and a revised stair providing access to the lower level of the West Building, as per our sketch ground floor plan and perspective (attached). New trees need to be clearly distinguished from existing trees on the drawings.

- They queried whether the new building would be seen from mid-range / distant vantage points. I advised that as the building was no higher than the ground floor of Graythwaite House and was located behind dense vegetation on all sides, I doubted it would be visible. I mentioned that Howard and I drove around the streets to the west and confirmed that a new building couldn't be seen. We will include photographs taken from various vantage points in the Planning Parameters report or the Heritage Impact Statement.

- Petula re-affirmed her opinion that the replacement Tom O'Neill building should not contain a stair. She seemed satisfied with the proposed design which has a pitched roof, as a transitional form between the historic buildings and the new West Building, and which forms a boundary to the formal garden.

- Issues of archaeology were discussed. I advised that the area of fill has been identified as having little significance, and Alejandra confirmed that she is happy with the way this has been addressed in the revised Conservation Management Plan.

- Petula confirmed that she would advise the Department of Planning of her support for the revised scheme, and reiterated that the appearance of the building from the Bank Street properties to the west was not a heritage concern.

As I understand, the next steps should be:

- revise and coordinate the Concept Plan drawings to reflect the perspective drawings (PDM). Proposed materials of the new building to be resolved (PDM / TA). Further resolution / refinement of the western facade of the building (PDM).

- revise the landscape plan, following final resolution of the West Building (TA / TB)

- obtain approval from the neighbouring property owners to photograph the site (PDM / Shore)

- prepare perspective views of the building as seen from the Bank Street properties (PDM)

- consult with the neighbouring property owners and present the revised scheme (all)

Regards

**George Phillips**

## 7. EMAIL TO TANNER ARCHITECTS FROM ALEJANDRA ROJAS FOLLOWING THE 18 MAY 2011 MEETING

Hi George,

Petula emailed the following comments through to Heather Warton on 26th May 2011 on the drawings submitted for discussion.

### *Comments on Revised Drawings for Graythwaite:*

*Resolution 2i - As currently shown, the west building is considered to potentially impact on the significant landscape of the site. It appears that significant trees may be impacted by the building itself while the manner in which the building is connected to the Tom O'Neill Building has the potential of impacting on the significant landscape in the vicinity of Graythwaite House.*

*The removal of the tunnel connection with the Tom O'Neill Centre is noted and supported. It is understood that the trees being removed on the north west slope are of low significance with only one tree of high significance being removed due to its unstable condition. This is supported by an arborist's report. It is considered that removal of trees of high or exceptional significance be replaced with the same species in that location.*

*If the tree is being removed because it is in the location of the proposed building and that this location is the preferred option then this should be clearly stated in the report. It should be accurately described as a necessary impact which will, on balance, will not significantly impact on the significance of the sites landscape heritage. It is recommended that a similar species be planted elsewhere on the site to mitigate this impact if replanting in the same location is not appropriate.*

*Resolution 2j - Views to the site from the west and the setting of Graythwaite House may be unduly impacted by the height of the proposed west building which appears to be of a total 5 storeys in height on the western side*

*With regard to views, any internal views from the north-west part of the site to the buildings on the Upper Terrace are considered to be of less significance than those from the south. It is not established whether there are in fact any significant views given the topography and the vegetation.*

*However the Heritage Council were concerned that the initial building which had an appearance of a 5 storey building when viewed from the west could have an impact on the setting of Graythwaite House.*

*The new approach to create two linked buildings oriented east-west is considered a reasonable approach. However, the way in which these buildings are linked is important as it could impact on the overall bulk and scale of the development in this location. The Heritage Council would expect that special care should be taken to ensure that the building is well articulated. A north west elevation should be provided with any revised plans to understand how this building sits within the landscape.*

*The following comments are in relation to Plan AR.SK.08.04.A and the illustration called "View of the West Building from Graythwaite House". The concept plan would allow for new development to a maximum of two storeys set behind the upper terrace boundary. This is considered acceptable.*

*The illustration shows some preliminary considerations of form and structural elements with two, two-storey buildings joined at the first floor level by a terrace. The CMP policies proposed by the applicant are that the new buildings be deferential in nature to Graythwaite. The column and wing design elements may not be appropriate having the impact of drawing attention to these buildings reducing the 'deferential' aspect of these buildings. These elements should be addressed in the final DA.*

*The impacts on visual and privacy amenity for residents on this boundary is a matter dealt with more appropriately by the Department of Planning.*

Petula Samios  
26<sup>th</sup> May 2011

Regards,

Alejandra

ALEJANDRA ROJAS  
Heritage Officer  
Office of Environment and Heritage  
Department of Premier and Cabinet

## 8. MINUTES – 22 JUNE 2011 BANK STREET RESIDENTS

### **School Minutes from Graythwaite Community Consultation Meeting 22 June 2011 Shore School, North Sydney 3:45pm – 6:45pm**

#### **Present**

##### Residents:

A Shirley	37 Bank Street
M Perrystones	35 Bank Street
A & P Keel	33 Bank Street
J Bindon	37 Bank Street

##### Councillors:

M Reymond	Victoria Ward Councillor – Deputy Lord Mayor
J Christie	Victoria Ward Councillor

##### NSW Government:

H Warton	Department of Planning
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##### Consultants:

D Zines, N Reissis	WSP – Project Managers
H Tanner, G Phillips	Tanner Architects
P Mayoh, J Simmons	P D Mayoh Architects
M Taylor	Taylor Brammer Landscape Architects
S Robinson	Robinson Urban Planning

##### Shore:

S R Williams	Chairman – Shore Council
E G B Studdy	Chairman – Shore Building Committee
T A Wright	Headmaster
K L Dickson	Bursar

#### **Apologies**

##### Apologies:

G Youhanna	North Sydney Council
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#### **Invitations sent to:**

S Clarke-Nash	Union Street Precinct
A Finney	Edward Street Precinct
T Radovanic	Lavender Bay Precinct
Jilly Gibson	Victoria Ward Councillor
All residents from 25 – 41 Bank Street	

#### **Schedule of acronyms used**

**GWH – Graythwaite House**

**GWB – Graythwaite Building**

**HB – Heritage Branch**

**Revised EA – Revised Environmental Assessment**

This community consultation meeting commenced with a site visit to the proposed West building location with the associated pole locations set up to show the extent of the western elevation of the building in relation to the shared boundary line between some Bank Street residents and Shore School (Shore). Subsequent to the walk to this site, the group moved to the nearby Prep School Multi Activity Centre for formal presentations by Tanner Architects, Taylor Brammer landscape architects, PD Mayoh Pty Ltd Architects, and chairing of meeting by WSP Fitzwalter.



These draft minutes present a record of the questions and comments from the Bank Street residents and Victoria Ward Councillors and DPI; and answers and comments from Shore staff and reps, sub-consultants, and project managers.

## Site Walk Discussions Question and Answer - Issues Summary

*Note that not all questions and comments or parts thereof were audible as the group walked around the site in small and separate groupings.*

### **Resident Q: Query regarding location of poles and associated building heights at different levels up the hill**

A: Several Shore reps explained the location of building heights and building location at different points along the slope, in relation to poles, survey pegs and vegetation

### **Resident Comment: Keen to view building location from platform where poles located**

A: Most of group moved down to areas close to the poles and the fence along the resident backyards to discuss views from these areas.

### **Resident Q: Are all poles in the correct place on ground and reflected in drawings?**

A: Shore reps explained that surveyor had placed pegs in the grounds and the poles were erected and that they believed they were placed correctly.

### **Resident Q: General question regarding weed removal and which trees were to be retained?**

A: Only weeds will be removed. Discussed which weed trees are proposed to be removed and that a number are noxious weeds and are required to be removed. Shore rep explained that replanting will occur pre building construction to allow some establishment of growth for screening. Focus of revegetation in this area will be native.

### **Shore Rep Q: Does anyone wish to view the location of the 4<sup>th</sup> pole?**

A: No direct response from anyone in group. Group moved back up to the next level away from the pole locations.

### **Resident Q: Query regarding the white survey pegs**

A: Explained survey markers and further explanation about the location/placement and height of buildings

### **Resident Q: Has building location been moved towards Graythwaite House?**

A: The building has not been moved nearer the House but there are increased setbacks from the western site boundary. Further discussion then ensued about pole location. The residents were asked "Is there any further comment before moving onto the formal presentation part of evening?"

**Resident Comment:** Statement by resident that placement of poles for next rise would have been useful.

## Formal Presentations

- Dennis Zines (DZ) from WSP – Aim of the consultation and its format
- Headmaster Tim Wright (TW) from Shore School - School perspective
- Howard Tanner (HT) from Tanner Architects - heritage issues
- Matthew Taylor (MT) from Taylor Brammer Landscape Architects – landscape design
- Peter Mayoh (PM) from PD Mayoh P/L Architects – West building design

## Summary of Questions and Answers - Issues Summary

**Resident Q:** Requested that minutes from this meeting be sent out to all attending.

**Shore Rep A:** Minutes of the questions and answers from this meeting will be sent out to all attending as confirmed by DZ.

**Resident Q:** How will the bamboo be protected from students? What will the middle and low terrace steep slope planting be? How do you keep boys out of 'out of bounds' areas?

**Shore Rep A:** Bamboo is impenetrable so unlikely that students will try to access the clumps. Low terrace in vicinity of Bank St residences boundaries out of bounds and although this area won't be fenced, this rule will be strongly enforced, through same processes as other rules imposed on students at Shore. These areas will only

be used for supervised educational purposes. Summary provided by MT of proposed native vegetation in terraced areas, and that bamboo will be retained with grading proposed.

**Resident Q:** Will the 1<sup>st</sup> step of slope above Bank St residences' boundaries be densely vegetated?

**Shore rep comment:** Apart from the maintenance track, the vegetation corridor will be densely planted and therefore the proposed new buildings will largely not be seen from the Bank St residences once vegetation is fully established.

**Shore rep comment:** In accordance with the endorsed CMP requirements agreed with the Heritage Council, most of the proposed building height complies with the 8.5m height (as proposed in the draft LEP requirements). Part of the 2 storey buildings and some 3 storey overlap with the proposed draft LEP height requirement (i.e. proposed to be built slightly higher than the 8.5m height level in parts).

**Resident Q:** Where are the outlines of the old plan, what are the blue bits?

**Shore Rep A:** The blue sections indicate the difference in footprint between the original plans which are no longer relevant and the proposed plans. The plans were changed to increase the setbacks to the western boundary and to reduce the overall height of the building in relation to the LEP 8.5m height requirements.

**Resident Q:** Are the buildings in the same locations? It appears that the new building location is not as close to GWH?

**Shore Rep A:** The proposed buildings will be setback from GWH (the Coach House) on requirement from NSW Heritage Council (NSWHC) to 'ease away' from GWH (the Coach House). The change is very marginal compared to the original building footprints.

**Resident Q:** Is the extent of excavation more than previously proposed?

**Shore Rep A:** Only slightly/marginal.

**Resident Q:** Are the circulation areas open? Where is the light feeding the circulation area? What about the noise coming from the west building? We need to see a detailed acoustics report to deal with the noise.

**Shore Rep A:** The circulation area is undercover and students can walk between west building classrooms. Explanation provided by PM of flow through, location of windows, no overlooking issues from west buildings onto Bank St residences due to west elevation hosting a horizontal louvre system allowing looking out onto the tree canopy and sky, not down to residences - reiterated by Councillor Christie. A noise report is currently being prepared to address potential noise concerns including identifying acoustic materials in building, window locations and dimensions, offset with consideration of ventilation for classrooms. There will be no direct line of noise to residences.

**Resident Q:** Are the stairs sufficient egress for the number of boys - will they be used purely for fire escape? Will the fire stairs be sealed because it will be loud? Do stairs on the east entrance go to top floor?

**Shore Rep A:** Pedestrian flows pathways/links were reiterated regarding entrance into the west buildings from the east. Acknowledged that there is noise generation potential from use of stairs which will be considered however, the fire exit stairs will not be used as the main egress to access the terrace from the West building. The lift to enable disabled access to all floors is on the west end of the building.

**Shore rep:** Photo montages were provided for each of the Bank St lots by PM.

**Councillor Christie statement:** Peter, the new building should be in red, and not in the tone of the proposed colours

**Resident Q and comment:** Has flow through traffic been considered in the design? Can there be a drive in drive out scenario? Expressed concern with the buses parking on Mount Street, more students means more buses. The real issue affecting us is traffic. Lifestyle is one thing but the major issue is traffic. We should be looking at the whole site, not just Graythwaite for future development in this respect. Query regarding 1.5m high windows from the ground.

Disappointed with the photomontages, and expressed concern that the photos did not meet expectations, and that they have not enlightened me - photomontages are not satisfactory. The removal of vegetation not shown on montages, therefore does not show true depiction. Concern that the buildings are difficult to see in montages presented and photos too small to ascertain true picture.

**Shore Rep A:** Montages will be revamped to consider comments, especially regarding vegetation removal and what vegetation will be replaced and present this on new photomontages.

**Councillor Q:** How will the issue of access through the site be dealt with especially in relation to Mount Street? Congestion is an issue. Complaints have been received by Council in this regard. There needs to be consideration of flows through the site for buses.

**Shore Rep A:** It is not feasible to deal with buses onsite but the School will be looking into possibilities during consideration of later stages, for drop off points onsite. Turning circle/land availability and slope are issues/constraints on the site in this regard. Issues such as this will be discussed in the traffic report being produced by the revised EA. I am not a traffic expert so unable to discuss in detail now, but traffic expert asked to consider the issues.

**Resident Q/comment:** Disagree with this response that buses can't be dealt with onsite. The block of land is huge. A one way through site system should be considered.

**Shore Rep A:** We don't have any buses. The traffic engineer report will address this issue.

**Councillor:** Suggest driving into school, and out through lower car park area similar to prep school situation.

**Resident Q/comment:** In response to comment by Shore Rep about currently no buses onsite, resident response is that coaches for school sporting events collect students which creates double parking issues in public streets adjacent to the school. How will Union Street cope with an extra 250 parents' cars per day? These are real issues which impact on the entire location.

**Councillor:** The traffic issue affects traffic flows through to Wollstonecraft so impacts broader community, not just locally.

**Resident Q/comment:** A whole of site plan needs to be looked at. If Shore is keen to do up the old GWH, suggest submitting a separate DA to start progressing this item, to give the other issues associated with the West Building, more consideration.

**Councillor:** Can we have an aerial photomontages of the GWH - photo doesn't provide width and mass of building, needs a perspective of the whole site. Small photos don't show impact from west buildings. Doesn't show wider perspective. Need wider photo. But acknowledges that photos are fairly good.

**Councillor Comment:** Why can't the southern block of the West building move east or both buildings be moved east to effect a better screening and improve relationships with the older buildings. Appreciate that as these are only concept plans and that the real detail not yet available to show exact location on ground? Need a photo montage of artist perspective shown in Tanner presentation. The fig tree is missing from the photo near new building. Need to plot the West building on the ground – outline of western buildings. Landscaping early on in project is a good approach. How long will the building take to build? What happens next?

**Shore Rep A:** Heritage Branch (HB) wanted distance between the coach house and the new buildings. The HB identified the importance of curtilage of buildings – to ensure no significant encroachment into the Upper Terrace by new buildings. The artist's final perspective will be amended to correctly show the fig tree. Photomontages will be revised to show different depictions and provided to residents. Will look at plans and discuss with HB to see if buildings on plans can be moved as discussed above.

**Resident Q:** How long would it take to build the West building?  
The building will take 11-15mths to build depending on various factors. In response to what happens next, all submissions will be summarised and a response will be prepared to all submissions, with subsequent new studies being identified where required to respond to requests/issues. Revised EA will reflect any identified changes.

**Resident Q:** Will the community have a chance to comment after the revised EA is lodged?

**Shore Rep A:** Yes, an opportunity will occur to comment on the revised EA during a 28day exhibition period.

**Shore Rep Q:** Are there any other issues we haven't raised? In regards to the photo montages, we can brightly colour the buildings to better show them. We are trying to show the impact of the buildings on the residences. There will be no real view of a whole building that will be experienced by the residences.

**Resident comment:** We have a section of glass roof through which you could look into house from the school grounds/new buildings.

**Shore Rep A:** Reiterated that residences won't experience overlooking issues due to the way the horizontal louvres are positioned (circulation areas) and the opaque glass/ no clear windows below 1.5m (teaching spaces) so that the users of the building look out, not down. There is also significant vegetation to screen the residences from view.

**Shore Rep comment:** Explanation given of stages 1, 2 and 3 of the site's development and associated development application process. There has been no approval sought for other stages beyond the current applications.

**Department of Planning:** Shore can apply to change application at any stage

**Resident Q:** Will Shore use the cleared path along the western boundary for excavation / construction access to the west building?

**Shore Rep A:** There will be no use of this path for excavation / construction or any other vehicular access

**Shore Rep comment:** July 30 2011 is a mooted date, to be confirmed, for a broader scale community consultation to present an opportunity to discuss the project in its entirety.

**Resident Q:** Will this be held before the re-lodgement of the revised EA?

**Shore Rep A:** Yes and will be open to anyone to attend.

**Resident Q:** What use are the new buildings proposed to be?

**Shore Rep A:** We don't know at this stage as the proposed buildings are part of the master planning process. Education focus could change in the future. There is an assumption that growth will increase, but part of the need/driver for these buildings is largely driven by teaching and learning activities for the school. The new buildings are for the current student body to use, which is not being driven by increases in student numbers.

**Resident Q:** Why can't you refurbish existing buildings on the existing Shore site to create more area?

**Shore Rep A:** There may be some opportunity to refurbish, but this is limited, as most of the buildings are heritage buildings so can't do much to these.

**Shore Rep comment:** We are trying to take a responsible approach to the development of the GWH site. The approach is to try and keep the site green, and trying to demonstrate to the public what the school is trying to achieve and to relay some certainty about the development potential, in hand with developing the site responsibly and respectfully. "Only 10% of the entire Graythwaite site will be developed in in this Concept Application, and the rest is green space."

**Resident Q:** What will happen to the palms, why do they need to be moved?

**Shore Rep A:** The palms are being retained on the site, but relocated down slope in a place which better reflects the historical context of GWH gardens although still acknowledges their place in the historical development of the landscape. The current location is not consistent with the style and character of Graythwaite. We will ensure that the relocation time is selected carefully to enable better chance of preservation of the palms.

**Resident Q:** Are archaeological issues being dealt with? Has the CMP picked up on the historic cistern?

**Shore Rep A:** Yes these have been addressed in the CMP.

**Resident Q:** Has the CMP picked up on the historic Cistern? Has the CMP been endorsed?

**Shore Rep A:** The CMP has been endorsed with the HB. Awaiting final stamped endorsed copy from HB.

**Shore Rep comment:** For any future questions please email Shore School. A copy of minutes taken will be sent to residents. Please collect information pack on the way out tonight.

**END.**

## 9. FEEDBACK FROM COMMUNITY CONSULTATION OPEN DAY HELD 30 JULY 2011

Invitations for the Open Day were letter box dropped to (200) immediate residents with formal invitations issued to North Sydney Council, DPI, Precinct Committees and local Ward Councillors. The Open Forum was also advertised in the Mosman Daily and the North Shore Times.

The following notes were collated from the Shore School Open Day from conversations with attendees. They are not intended as formal minutes or a complete record of all conversations but provide a “snapshot” of some of the issues raised and discussed. The issues raised will however be considered in formulating the text in the Revised Environmental Assessment.

### **Building Architect Landscape**

- Loss of 81 trees, argued the use of the terminology “insignificant trees” (comment made by Friend of Graythwaite who knew all trees on the site intimately and maintained that they were all significant)
- Seen as positive that the west building had been positioned to avoid the loss of significant trees (Bayview St. resident)

### **Public access**

- Loss of public access to the site, perceived as a great community resource that will be forever closed up for private use. (comments made by 3 x residents)
- Suggestion that weekend ecology courses are held for the benefit of the community, so that they can experience the site.

### **West Building**

- 2 x comments that the school had made a good effort to reduce the potential impact of the building, as compared to the original scheme. (comments made by non-Bank St. residents)
- why is the widest part of the west building located facing/ opening up towards the Bank St. properties?(Warren Marsh – No. 3 Bank St)

### **Traffic**

- Union St. option not favoured due to increased traffic impact on Union St. as compared to the original scheme. (comment made by Union St. resident, Michael Northash)
- Option for right hand turn into Union St. car park for new drop off/ pick up option not practical due to being located on the crest of the hill where there is vastly reduced visibility in the afternoon due to glare from the western sun, therefore increased probability of traffic accidents in this location. (Susan Clarke Nash)
- Residents excited about the possibility of the Union St. pick-up option, especially if it improved the existing Edward St. pick-up situation. (many positive comments received)

### **Acoustic**

- Bank St. residents did not believe that there was a workable solution for the acoustic treatment to the classrooms and circulation areas facing west, therefore these spaces should be relocated and have much greater setbacks. Also they were concerned regarding the use of these spaces for functions and other evening events.
- Concern regarding the fact that noise measurements were not initially undertaken in the area adjoining Kialoa, due to an ‘arrangement’ with that neighbour that he apparently (the neighbour) did not agree with.

### **General comments**

- General comments made regarding the consultation process not being ‘transparent’, the lack of information e.g. there was no signage on how to get to the community consultation, misinformation e.g. drawings lacking critical dimensions. (Susan Clarke Nash)
- There have been a litany of unresolved issues over the years that all boiled down to the perception that the school could not be trusted. (Susan Clarke Nash)

### **Heritage Architect Heritage**

- Concern was raised over the retention of the natural springs and impact of the works on the springs.
- A query was raised about the design of the front fence and gates: it was explained that the gates are based on historic evidence and the front fence is designed to be sympathetic but to allow views of the site from Union Street.

- A few people were interested in the history of the development of the house, and its proposed use.

### **Landscape**

- Removal of the 80 trees – query relating to which trees are proposed to be removed.
- A query was raised in relation to trees shown to be removed within the footprint of proposed buildings – Taylor Brammer to check.

### **West Building**

- A couple of residents queried the veracity of one the photomontages (from No. 33), claiming it didn't truthfully depict the full extent of the western frontage of the West Building.
- A comment was made on the fortress-like character of the west elevation.
- Acoustic concerns were raised, also evening use of the building.
- Alignment of the West Building: suggestions were made to flip the building footprint so it presented a narrow frontage to the west.

### **Planner**

#### **General**

A couple of queries related to the timeframe for the staging of the works.

### **Traffic and access**

- Heather Warton (**HW**) requested that we submit the amended Traffic Report to North Sydney Council to seek its endorsement of the new pick-up arrangements and any altered on-street parking restrictions **before** lodging the Revised EA.
- Resident suggested reversing entry exit movement (i.e. to left in from Hunter Street and out to Union Street). This would avoid queuing for cars waiting to turn right into the site from Union Street.

### **Amended West Building envelope**

- HW requested that the Revised EA include comparison plans and sections showing original and revised envelope.

### **Montages**

- Bank Street residents questioned the accuracy of the montages. It was suggested that the outline of the West Building should be shown over the vegetation to illustrate the full building mass.

### **Landscape Architect**

- Public access was a general request, said that they were used to moving across the site, my response was that it was school grounds and therefore "enclosed"
- Strong support for early planting to the western boundary, I said that there would be a mixture of small and larger native plants at time planting so that there some immediate effect, that this planting area would be fenced from the upper side, that the species were as noted on the plans, note was made of lilly pillys to the boundary and some discussion was had in terms of original lilly pillys being native to the east coast of Australia and they were of a tree like form and what we were proposing to use on site were cultivar lilly pillys that were of a more shrub and screening form
- Note was made by adjacent owner that the planting was going to take light away, I said that we have thought about this and that the planting was deliberately screening in nature and not tall, average height of the Blueberry Ash 6-8 metres with one canopy tree being taller than this being the Smooth Bark Apple ( *Angophora costata*) and that this tree not part of Stage 1 planting and that it had an open canopy, note was made that this type of tree was liked.
- Heather Warton from Planning NSW wants a detailed landscape plan for the Stage 1 planting to the western boundary as part of the approval.
- Julie Bindon querying montage, I said that it had been set up by Haycraft Duloy and was correct. Her query was in relation to the extent of the building. Also note the retention of some of the planting along the western boundary that had not been shown before. I said that I had been to site again subsequent to the meeting with neighbours of the 22<sup>nd</sup> June 2011 and had noted some native planting amongst the dominant weed species on the bank adjacent to the western boundary and that the weed species would be carefully removed.
- That planting will be removed and replaced across the site in a staged manner and that the overall vegetated quality of the site would be maintained in principle.
- Query in relation to reason for removal "within footprint" of some trees ( Susan Clarke-Nash) (addressed in follow up note).

### **Traffic Consultant**

#### **1. Vehicle Access to School via Union Street**



- Potential vehicle queues along Union Street (westbound) caused by vehicles stopping to turn into the School access (either Graythwaite Drive, the existing car park and / or potential new drop off / pick up driveway).
- Safety issues need to be considered. Some comments considered access unsafe due to:
  - i. sun glare along Union Street in afternoon
  - ii. crest of hill
  - iii. narrowness of road
  - iv. proximity of driveways (i.e. driveways too close to each other)

## **2. Union Street Pick Up zone**

- Principle of providing pick up zone accessed via Union Street / Hunter Crescent generally supported
- Particular support for additional facility from Edward St / Lord St residents
- Union St, Bank St and Chuter St residents generally saw merit in facility but were concerned about increased traffic flows – mainly increased flows along Union St west of Chuter, Bank Street, Bay Road.
- Of the three options presented at the open day, only Option 2 was generally rejected. Options 1 and 3 were considered to have merits.
- Alternative Option for Pick Up was developed which reversed the direction of the traffic flow through the School, i.e. Entry via Hunter Crescent and Exit via Union Street. Additional features to the alternative included:
  - i. consider left out only at Union St
  - ii. consider reversing direction of William Street between Blues Point Road and Blue Street (community acknowledged this was a matter for Council / RTA to approve).

## **3. Mount Street v William Street Bus Stops**

- The issue of congestion associated with School and Mary McKillop buses in Mount Street was raised.
- The provision of additional School bus stops in William Street (subject to Council approval) was generally supported and accepted as a sound mitigation measure for both the existing and future operations of the School.
- Suggested that William Street bus stop be used for existing conditions – don't wait until Stage 1 or Stage 2.

## **4. Mount Street / William Street Pedestrians**

- Numerous people raised traffic congestion at William St / Mount St intersection associated with pedestrian flows at crossings. Pedestrian flows have increased significantly since Coca Cola building opened making traffic delays worse.
- It was acknowledged that this was not necessarily a result of Shore School but the concern was that additional traffic with Stage 2 would further exacerbate the situation.
- The provision of the Union St / Hunter Cres pick up facility with the William Street buses was seen as a good approach to address the Mount St congestion issues.

## **5. Edward Street / Lord Street Traffic Congestion**

- Comments generally focused on existing congestion problems and concerns about it getting worse.
- Suggestions included consideration of:
  - i. removing some on street parking in Edward Street (south of Mount St) during School drop off and pick up times to increase effective road widths.
  - ii. staggered drop off / pick up times for Prep school.

## **6. On Site Parking**

- The provision of more rather than less on site car parking was generally supported.
- On site car parking to include student parking to stop students parking on surrounding streets (particularly Bank Street).
- Council to consider 1 hour parking restriction rather than 2 hour parking to discourage student use and moving of cars every couple of hours.

## **7. Other Issues**

- Lights in the Union Street car park - could these be turned off late at night ?
- Hours of operation for deliveries to the School via Union Street. Reversing alarms late at night / early morning.

## 10. MINUTES – 9 AUGUST 2011 NORTH SYDNEY COUNCIL

### **School Minutes from Graythwaite Traffic Consultation Meeting 9 August 2011 NSC Chambers, North Sydney 10:00am – 11:00am**

#### **Present**

NSC Officers:

George Youhanna (GY)	Planning
Cathy Edwards-Davis (CED)	Traffic

Consultants:

D Zines (DZ)	WSP – Project Managers
Jason Rudd (JR)	Halcrow

Shore:

K L Dickson (KD)	Bursar
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#### **Schedule of acronyms used**

**GWH – Graythwaite House**

**Revised EA – Revised Environmental Assessment**

Following on from the Open Day Community Consultation held on 30 July 2011, Shore sought a meeting with NSC officers to discuss the proposed traffic solutions that would be potentially included in the Revised Environmental Assessment Report.

#### **Proposed Pick-up between Hunter Crescent and Union Street**

The 5 main options had previously been sent to NSC. DZ explained that Option 5 (Hunter to Union) with reversed traffic flow along William Street was the most popular with the residents with Option 2 (Union to Hunter) alongside the car park being generally unpopular. Option 5 was preferred by the residents since it avoided any additional right hand turns into Shore from Union Street. KD explained why the School sought that the proposal to be only pick-up only.

CED noted that she preferred the dual use of pick and drop off and further that she preferred Option 2 because it had a longer queuing distance. All agreed that an entry via Hunter Crescent with the reversed traffic flow in William Street below Blue Street was the preferred approach. CED noted that this was subject to community consultation. This was the preferred option as it minimised the potential for queued right-turning vehicles in Union Street. Reversing William Street flow was seen as important because of the awkwardness of entry into lower William Street at present.

DZ explained that the School would propose (via a DA application to NSC) to install the pick-up in parallel with the Stage 2 works but that the School could not guarantee its installation since it was subject to approval by NSC and RTA. Nevertheless, the School would act in good faith to achieve the outcome. GY indicated that the preferred option would be determined with regard to feedback received following the community consultation process.

While the DA application would include all options, the order of preference by CED was (all preferred options to have William Street traffic reversed):

1. Hunter to Union below the car park. CED and GY noted that there may be issues with privacy/ loss of vegetation/ opportunity for new landscaping for this option
2. Hunter to Union through the car park
3. Hunter to Union via new connection

Shore to provide NSC with measured estimate of pick-up time to allow CED to undertake queuing analysis. Shore to examine entry/exit requirements for dual use of the car park entry/exit with the new pick-up exit plus landscape solutions along Union Street.

The possibility of including the proposed pick-up as part of the Graythwaite Concept Plan/Stage 2 was raised. GY advised that it was a matter for the Dept of Planning (as the consent authority) to determine whether this was possible or whether it would require a separate DA in parallel with the Stage 2 works.

## Bus Discussions

JR referred to the suggested bus bays shared between Mount and William Street with no parking during say 3:00pm-3:30pm as a way to improve the current situation. CED indicated that she wouldn't support any additional impact on the road or loss of parking amenity for the community. CED noted that the existing buses on Mount Street are already causing significant congestion and safety issues, through double-parking and parking in No Stopping zones. KD noted that Shore was also a local "resident" which was acknowledged by GY.

The School representatives indicated that it was not feasible to have buses on the site noting that the only possible space would be on the lower terrace of Graythwaite which would directly conflict with the CMP and heritage values. Further, such a solution would have a major impact on Union Street and would not offer much queuing space. CED did not agree with this assessment.

CED asked about the possibility of staggered finishing times. KD indicated the difficulties within the Prep operation but noted that there possibilities between the Prep School and the Senior School.

KD also explained that about 20 years ago that the School caught public buses from Miller Street but then employed private buses since this was a much more equitable outcome for the community.

The School stated that the School had been in the area for 120 years and that the growth around the School far exceeded the growth of the School so that the solution should be a shared one not solely a School issue. Re-introduction of School buses into Miller Street for further growth could be considered but is unlikely to be acceptable from any of the RTA, the community or the School. Council stated that any expansion of the School and its activities should be accommodated on-site. No agreement was reached on this matter.

## Parking Discussions

The School indicated that it would continue to pursue on-site parking. CED responded that this was contrary to NSC policy. CED noted that the parking rates in the DCP had been set to manage the growth of parking and the associated traffic generation in the North Sydney area. North Sydney is already extremely congested and cannot accommodate large increases in traffic volumes. CED acknowledged that the application of this policy would be contrary to the requests by residents to provide more on site parking. However, it was noted that the residents perhaps do not understand that the provision of additional parking on-site does not mean that staff and students will no longer park in residential streets and it will likely just result in a net increase in vehicle volumes. CED advised that Council's response would in all likelihood be to continue to extend the area of the existing time restricted (2 hour) resident parking scheme around the School.

No agreement was reached on this matter. **END.**

# APPENDIX C - CORRESPONDENCE

## 1. LETTER – 14 APRIL 2011 DEPARTMENT OF PLANNING & INFRASTRUCTURE



Contact: Ben Eveleigh  
Phone: (02) 9228 6391  
Fax: (02) 9228 6455  
Email: [ben.eveleigh@planning.nsw.gov.au](mailto:ben.eveleigh@planning.nsw.gov.au)

Mr Dennis Zines  
Project Director  
WSP Fitzwalter  
Level 1, 41 McLaren Street  
North Sydney NSW 2060

Our ref.: MP10\_0149 & MP10\_0150

RECEIVED 20 APR 2011

Dear Mr Zines

**Subject: Graythwaite Concept Plan (MP10\_0149) and Stage 1 Project Application (MP10\_0150)**

I refer to the Department's correspondence dated 22 March 2011, the meeting of 29 March 2011, and the additional site inspection of 12 April 2011.

As you are aware, the Department has identified a number of key issues associated with the proposal which it considers require further consideration, and a response through the preparation of a preferred project report (PPR). Following the recent site inspection, the Department takes this opportunity to clarify its key concerns. Specifically:

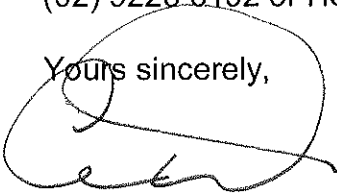
1. Whilst acknowledging the Proponents efforts to date regarding community consultation, the Department considers that in preparing the PPR there should be direct communication with the affected community, in particular those residents in Bank Street affected by the proposed West Building.
2. The Department maintains concern regarding the bulk and scale of the West Building, in particular the visual impacts on residential properties in Bank Street. In preparing the PPR serious consideration should be given to reconfiguring the building and reducing the footprint, bulk and height. The PPR should include a proper analysis of view impacts associated with the West Building including the views as seen from the rear of residential properties in Bank Street.
3. The Department also notes that the EA identifies that operational noise associated with the development, being outdoor recreational use, will result in exceedences of relevant noise criteria at sensitive residential receivers, however, no noise assessment has been provided regarding that associated with the use of the West Building by students for educational activities. Further analysis and justification should in this regard be provided in the PPR.
4. As you are aware, a number of matters have also been raised through the process relating to the school site as a whole, specifically total number of students, increased traffic generation, parent drop-off and pick-up, bus pick-up and drop-off, student parking in local residential streets, and location of and impacts associated with student play areas. Given that the Concept Plan only applies to the Graythwaite Site, further clarification of the resolution of these matters is sought.
5. It is considered that prior to the PPR being lodged, options to address the above points should be prepared and discussed with the Department and the Heritage



Office. A meeting will be convened with the Department and the Heritage Office to discuss these issues.

Should you have any questions on this matter please do not hesitate to contact myself on (02) 9228 6192 or Heather Warton on (02) 9228 6461.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Chris Wilson', enclosed within a large, hand-drawn oval.

14.4.11

Chris Wilson  
**Executive Director**  
**Major Project Assessment**

## 2. LETTER – 25 MAY 2011 BANK STREET RESIDENTS

25 May 2011

Dear Residents: 25 – 41 Bank Street

### **Re: Proposed Shore Developments on the Graythwaite Site**

As you are aware, Shore School has made applications for development on the Graythwaite site. The Environmental Assessment was exhibited earlier this year and subsequently there have been numerous public and authority submissions received by the Department of Planning & Infrastructure (DPI – formerly Department of Planning) commenting on the proposals. As notified on the DPI website, these are now being considered by the School.

To respond to the submissions, the School will submit a revised Environmental Assessment (EA) which responds to and addresses the issues raised in the submissions. It is understood that the DPI intends to re-exhibit the revised EA.

As part of the revised documentation, the School has requested their architects to review the proposed building envelope for the West Building. The proposed amendments result in increased setbacks from the western boundary, a lower height and the building contains less gross floor area and thus appears less bulky. The revised envelope specifically responds to issues raised by the DPI, the Heritage Council and Heritage Branch, and the community (particularly those living in the adjacent Bank Street properties).

It was requested by the DPI that as part of the review process that the School provide “a proper analysis of view impacts associated with the West Building including the views as seen from the rear of residential properties in Bank Street”. DPI also requested that as part of the revised EA process that “there should be direct communication with the affected community, in particular those residents in Bank Street affected by the proposed West Building”.

This letter is specifically addressed to the owners of numbers 25-41 Bank Street which will be the closest residences to the future West Building. The School is seeking your cooperation to visit your properties for the purposes of obtaining survey levels from your backyards (and if appropriate – rear balconies) plus the taking of photographs from view locations on your property towards the location of the envelope for the future West Building. This information is desirable to enable the preparation of the most accurate view analysis of the future building.

The information will be used by an independent photomontage expert to develop a series of images that show:

- The existing view
- The potential future view without any vegetative cover (to show the proposed building envelope)
- The potential future view including the existing large trees and vegetation along the western boundary of the Graythwaite site plus the inclusion of proposed future plantings between the existing boundary trees and vegetation and the proposed new building. Note that the proposed new landscaping is to be planted during Stage 1 of the proposed Graythwaite works to enable the longest possible time for establishment ahead of the future Stage 3 West Building construction.

The proposed visit to your properties will be managed by Peter Mayoh of Mayoh Architects on behalf of the School and Peter will be accompanied by a surveyor and photographer. The survey and photo locations will be by agreement with the owners and will be accurately recorded on the survey plans.

We anticipate that 2 separate site visits may be required to your property to undertake this work, over a period of 2 days. Site visit No. 1 is to determine with residents an agreed location for the photograph. The origin of the photograph will be identified with a temporary survey mark. This site visit will take approximately 15 minutes. This will be attended by Peter Mayoh, the surveyor and the photographer.

Site visit No. 2 is when the surveyor will return to conduct a detailed survey of your backyard, including the survey mark of the photographic location, which he will remove upon completion of his site visit. This site visit will take approximately 1 hour. This will be attended by the Surveyor only.

When the review process and the required view analysis are complete, the residents of 25-41 Bank Street and the Precinct Committees will be invited to the School for a presentation of the revised West Building envelope prior to re-submission to DPI.

Following the presentation there will be a period for discussion between the residents and the School and its representatives. The School has nominated Wednesday 22<sup>nd</sup> June 2011 at 4pm as an appropriate time to hold the consultative meeting with the Bank Street residents and Precinct Committee Chairs. It will include an onsite inspection and meeting to be held in the Council Room.

Subsequently, the School will make similar presentations to the North Sydney Council and the Heritage Council leading eventually to the submission of a revised EA to DPI.

As mentioned above, the EA will be re-exhibited for 28 days enabling the community to make further submissions if they desire. At the time of writing this letter, the School is awaiting formal advice from the State Government but its understanding of the situation is that the Graythwaite applications will be determined by the Planning Assessment Commission.

We are hoping to site visit the Bank Street properties on Tuesday the 31<sup>st</sup> May and Wednesday 1<sup>st</sup> June. The available times are between 7am and 4pm on Tuesday and 7am and 2pm on Wednesday.

Could you please advise your availability within these times to undertake the site visits by contacting either Llynne Berecny or Arthur Gartrell via the Mayoh office phone 9958 0488 or email [llynne.b@pdmayoh.com.au](mailto:llynne.b@pdmayoh.com.au) or [arthur.g@pdmayoh.com.au](mailto:arthur.g@pdmayoh.com.au). Llynne will also be able to take general inquiries.

If you do not want us to visit your house for this purpose then we would appreciate receiving this advice from you. Further, if the suggested times are not convenient, then please speak to Llynne about an alternative time.

Yours faithfully

C M Cowper  
Hon Secretary

# APPENDIX D – SUBMISSIONS

## 1. SUMMARY OF COMMUNITY SUBMISSIONS TO THE JAN-MAR 2011 EA EXHIBITION

**Community Responses received by the Department of Planning to the January – March 2011 EA Exhibition in relation to the Graythwaite Concept and Project Applications.**

**Summary of Issues Raised – prepared by WSP – March 2011**

DoP Computer file Reference	Name of Respondent	Address	Summary of Issues Raised
001	Ava Shirley	37 Bank Street, North Sydney NSW 2060	<ul style="list-style-type: none"> <li>▪ Local Resident who used the grounds as a child</li> <li>▪ Planted a eucalypt on GW in relation to ANZACS and is concerned about its fate</li> <li>▪ Seeks public inquiry</li> <li>▪ Dissatisfied with level of consultation</li> <li>▪ Disagrees that the project satisfies the public interest</li> <li>▪ Takes issue with the lack of an ADOPTED conservation management plan</li> <li>▪ Seeks major revisions or a refusal</li> <li>▪ Supports restoration and conservation of the heritage buildings but wants public access granted at certain times of the year as a minimum</li> <li>▪ Seeks a publicly accessible through-site link for pedestrians and cyclists</li> <li>▪ Judges that the impact on trees is not adequately addressed; refers to potential drainage issues, shadow issues, tree identification, loss of smaller trees and undergrowth</li> <li>▪ Concerned with traffic: refers to impact of extra 500 students and 50 staff and congestion, the double driveways on Union Street, a desire for on-site management of buses and pick-ups/drop-offs</li> <li>▪ Concerned about Stage 3 building size, setback and height</li> <li>▪ Criticises the 3A process</li> <li>▪ Seeks consideration of development against what is there now</li> </ul>
002	Genevieve McArthur	Macquarie University (assumed to be a private person working at the University and not presenting the view of the University)	<ul style="list-style-type: none"> <li>▪ Makes statements about pulling down 85 trees, adding an extra 500 students and 50 staff, not providing additional parking and building against the far boundary of the property.</li> <li>▪ Objects on 6 grounds               <ol style="list-style-type: none"> <li>1. Insufficient community consultation</li> <li>2. Tree removal</li> <li>3. Potential increased traffic and parking congestion</li> <li>4. The extent of the Stage 3 building</li> <li>5. Concern about future development in the south-west corner of the site (beyond</li> </ol> </li> </ul>

			<p>this application)</p> <p>6. Concern as to the potential spread of funnel web spiders to neighbouring properties</p>
003	Name withheld	Address withheld	<p>Objects on following grounds</p> <ol style="list-style-type: none"> <li>1. Insufficient community consultation</li> <li>2. Concern about tree removal and impact on natural springs</li> <li>3. Potential increased traffic and parking congestion due to growth in students and staff; failure of the School to provide parking;</li> <li>4. Objects to the 3A process while noting the legality</li> <li>5. The extent of the Stage 3 building in respect of adjoining amenity and Council DCP height limits etc</li> <li>6. Concern about future development in the south-west corner of the site (beyond this application)</li> <li>7. Concern about lack of access for the public in view of historical free access and community upkeep of the grounds</li> <li>8. General concern about heritage and overdevelopment</li> </ol>
004	Gracie Mathams	38 Bank Street, North Sydney NSW 2060	<p>Objects on following grounds</p> <ol style="list-style-type: none"> <li>1. Concern about retention of flora and fauna, potential tree removal which will totally destroy old and established trees and make her view of the West building more prominent</li> <li>2. Concern about school-boys parking in the streets taking residents spaces</li> <li>3. Concern about the impact of the West Building; wants it moved back and relocated on existing building sites;</li> <li>4. Seeks to minimise encroachment on the neighbourhood</li> </ol>
005 Two letters treated as one submission	Sandra Hudson	1/81A Union Street, McMahon's point NSW 2060	<p>First Letter</p> <p>Objects on following grounds</p> <ol style="list-style-type: none"> <li>1. Insufficient community consultation</li> <li>2. Potential increased traffic and parking congestion due to growth in students and staff. Notes that an independent traffic study will be commissioned (not attached).</li> <li>3. The School is consuming the suburb by purchasing all adjacent properties and walling in the precinct</li> <li>4. Loss of public green open space</li> <li>5. Concern that the application does not yet have an endorsed CMP as per DGRs. Notes deficiencies in heritage report re WWII bunkers and historic water course. Notes that an independent heritage report is to be done (not attached).</li> <li>6. Removal of 85 trees including 3 100+ years old figs plus predicted death of the bamboo</li> <li>7. Anzac history – in particular the removal</li> </ol>

			<p>of an RSL "lone pine" and lack of access to historic house and area</p> <p>8. Seeks Public Inquiry</p> <p>Second Letter</p> <p>Provides substantial negative commentary on the Halcrow traffic report. In particular suggests that new buildings, increased occupancies of existing buildings and other factors have underestimated the existing traffic situation. Suggests that normal school traffic will use the two entrances on Union Street.</p> <p>Suggests rejection of the proposal on traffic grounds alone let alone the issues raised in the first letter.</p>
006	Ian and Vera Poole	93 Union Street, McMaho ns Point 2060	<p>Applauds the proposal to conserve and refurbish the historic and heritage Graythwaite buildings.</p> <p>Several pages of commentary are provided followed by a request that the Director take into account the following:</p> <ol style="list-style-type: none"> <li>1. Insufficient community consultation</li> <li>2. The traffic report should address amenity and safety issues</li> <li>3. Proper assessment of the proposals in terms of the LEP and DCP should be done, and a compliance table included</li> <li>4. In the stage 3 building form the issues of scale, massing, overlooking, overshadowing, acoustic and visual privacy should be properly addressed</li> <li>5. The impact of the removal of a very large number of trees properly addressed</li> <li>6. The heritage assessment should address all the components on the site including the bunkers and the pine tree</li> <li>7. That the Department of Planning's support of the recommended height limit of 8.5m in the DLEP be strictly enforced</li> <li>8. That any approvals be conditioned to prevent development of the lower terrace to Union Street in accordance with undertakings by the school</li> <li>9. That the portion of the site not to be built upon, be required to be rezoned "Private Open Space"</li> <li>10. The matter can't be assessed by the current Minister, pending the outcome of the State election.</li> </ol> <p>A Public Inquiry is sought.</p>
007	Tony and Nina Davidson	99 Union Street, McMaho ns point	<p>Concerns Raised as follows:</p> <ol style="list-style-type: none"> <li>1. Process - Insufficient community consultation</li> <li>2. Concern about 3A legislation</li> <li>3. Concern about traffic and the future impact of increased population. Under the impression that the Union Street is the main School entrance.</li> </ol>



			4. Seeks the approval process prevent any future development of the lower terrace.
008	Michael and Jane Diamond	7 Bank Lane, North Sydney 2060	<p>They request a public inquiry on the following grounds:</p> <ol style="list-style-type: none"> <li>1. The development of the site is a matter of considerable public interest for many years</li> <li>2. Insufficient community consultation. They note their assistance in weed management on the site due to the Dept. of Health's negligence</li> <li>3. Failure to meet DGRs in respect of public benefits, s.94 contributions, VPA</li> <li>4. CMP not yet adopted</li> </ol> <p>Other grounds of objections are:</p> <ol style="list-style-type: none"> <li>5. Impact of new buildings will be unacceptable.</li> <li>6. Concern re development in future on noted area.</li> <li>7. Failure to identify which 100 year old trees are to be removed</li> <li>8. No public link for pedestrians and cyclists</li> <li>9. No detailed Traffic and Management Plan for the site. Future congestion and impact of parking on streets.</li> </ol>
009	Jean Williams	5 Bank Lane, North Sydney 2060	<p>Unhappy with proposal and refers to non-compliance with noxious weeds law (assumed to be noxious weeds law). Requests public inquiry on grounds of:</p> <ol style="list-style-type: none"> <li>1. Considerable public interest</li> <li>2. Lack of consultation</li> <li>3. Failure to meet DGRs in respect of public benefits, s.94 contributions, VPA</li> <li>4. CMP not yet adopted</li> </ol> <p>Other grounds of objection are:</p> <ol style="list-style-type: none"> <li>5. Concept Plan needs revision</li> <li>6. Agrees with conservation of heritage buildings but finds impact of new buildings to be too great. Concern re development in future on noted area</li> <li>7. No objection to demolition of Ward or Tom O'Neill buildings</li> <li>8. No public link for pedestrians and cyclists</li> <li>9. Lack of definition of which trees are to be removed and any other impact on flora and fauna including drainage and undergrowth removal</li> <li>10. Concern re traffic and congestion plus future growth; double driveways; wants coaches on site and parents pick up south of Lord Street in Edward Street</li> <li>11. Stage 3 building too large and too close to Bank Street; other issues of shading, privacy, noise</li> </ol>
010	John Nearhos	53 Bank Street, North Sydney 2060	The objections here are almost verbatim as for grounds 2-11 of submission 010.
011	Julia Mathams	Not provided	The objections here are almost verbatim as for grounds 2-11 of submission 010.
012	Joint submission from:	<ol style="list-style-type: none"> <li>a. c/o 73 Bank Street, North Sydney 2060</li> <li>b. c/o 30 Union Street,</li> </ol>	<ol style="list-style-type: none"> <li>1. Requests a public inquiry due to:</li> <li>Lack of consultation</li> <li>Significant and adverse impact on the</li> </ol>

	<p>a. North Sydney Council's Union Precinct Committee (signed by Suzanne Clarke-Nash)</p> <p>b. Friends of Graythwaite (signed by Tim Hughes)</p> <p>c. Stand Against Development at Graythwaite (signed by Peter Keel)</p>	<p>North Sydney 2060</p> <p>c. c/o 31-33 Bank Street, North Sydney 2060</p>	<p>heritage of the site and local amenity and no public benefit</p> <p>Concern re 3A legislation</p> <p>2. Abuse of Part 3A process and non-compliance with local controls in particular the height limits as published in the draft LEP.</p> <p>3. Lack of consultation – provides a history of community interest in the site</p> <p>4. Significant heritage issues</p> <ul style="list-style-type: none"> <li>- Supports heritage refurbishment etc in principle but requires endorsement by Heritage Council (later on p.11 of the submission notes that the Heritage Council has been asked to endorse the CMP)</li> <li>- refers to different opinions on what is suitable development on the site and disputes CMP conclusions</li> </ul> <p><i>Cultural or natural landscape</i></p> <ul style="list-style-type: none"> <li>- seeks access to the CAB report</li> <li>- supports weeding and selective tree removal for views in southerly direction but not in south-west or west and requires supplementary mass re-planting where necessary to replace clearing. Concerned with privacy fro Bank Street</li> <li>- notes insufficient analysis of certain items from CMP including cistern and natural springs, air raid shelters, sandstone steps</li> <li>- supports retention of current boundary but discusses legality of building over boundaries and effect on heritage boundary; suggests exclusion of building on or across boundaries as argument against Stage 2 approval</li> </ul> <p><i>Conservation Policies</i></p> <p>Supports Conservation Policies in the CMP but premises that the School won't follow them.</p> <p>Argues against height of West building re LEP and concludes that lower heights comply with the CMP. Discusses the heights of the East building.</p> <p>Argues against the chosen fence style and prefers another design.</p> <p>5. Traffic and Parking Issues</p> <p>States that proposed population increase is excessive (&gt;34%). An extensive review and critique of the traffic study is provided with many points raised. There is also a suggestion that buses be accommodated on site or in Edward Street. The submission takes issue with the current level of traffic congestion.</p> <p>6. Through-Site Links</p> <p>Request for a link between Edward and Union Streets. Interprets "connectivity" in the DGRs to meaning a link.</p> <p>7. Adverse Impact on Trees and Other Vegetation</p>
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			<p>Refers to certain missing Appendices from the Earthscape Report from the exhibition (3, 4, 5, 6). Apps 3 &amp; 4 were on the DoP site but 5 and 6 were not. Argues that this is a major deficiency.</p> <p>Raises issue of natural springs and the drainage proposals and potential impacts of West building on the on-site water regime. Re-discusses tree removal shown on LA.DA.002. Seeks a tree removal plan in relation to building footprints and queries proposed removals. Argues strongly for retention of T163.</p> <p>Argues for retention of certain ground species (largely from privacy issues) and also seeks fencing along certain areas to prevent boys from affecting Bank Street residences privacy.</p> <p>8. Lack of Public Benefits</p> <p>States that there are no public benefits other than arguably the restoration of the heritage buildings.</p> <p>Points out that the reference in Table 2 EA to S4.2.3 is incorrect (should be S.4.1.7). Argues that a through link should be a contribution.</p> <p>9. Impact on Residential Amenity</p> <p>Various points particularly in relation to Bank Street discussed previously (traffic) and below:</p> <p>9.1 Noise</p> <p>Argues against the Noise Report on several grounds and raises a new issue of potential noise from the atrium of the West Building. Calls for more noise studies.</p> <p>9.2 Privacy</p> <p>Suggest three approaches for any approval conditions that provide for privacy:</p> <ul style="list-style-type: none"> <li>- fixed screens western elevation</li> <li>- fixed screens northern and southern elevations</li> <li>- retain trees and other vegetation, enhance with screen planting and fence off from students</li> </ul> <p>9.3 Views and visual impact</p> <p>Disputes statement "no private views over the site" in EA. Provides computer generated images of views from Bank Street from an un-named architect. Seeks greater setbacks, smaller buildings, denser planting, height limits as per draft certified LEP.</p> <p>9.4 Overshadowing</p> <p>Discusses other shadow periods. Dismisses argument about existing shadows and the height plane. Argues against a comparison against the Bank Street properties. Refer to suggested solutions in 9.3 above that would reduce shadows to an acceptable amount.</p>
013	Katheen Ware	447 Maguires Road,	The person submitting this letter identifies

		Maraylya NSW 2765	herself as a great, great granddaughter of Sir Thomas Dibbs. The objections here are almost verbatim as for grounds 2-11 of submission 010.
014	Kristina Hacket	59 Euroka Street, North Sydney 2060	The objections here are almost verbatim as for grounds 2-11 of submission 010.
015	Louise Silburn	9 Bank Lane, McMahons Point	Initial Comments 1. No mention of how Shore intends to fence the area. Wants to retain black chain link fencing to keep view of trees. 2. Asks about construction plan and doesn't want access through the woodland at the back of Bank Lane due to noise issues. 3. Concern about future development in noted area. 4. Concern re senior school parking in street. 5. While not directly affected, unhappy with potential noise and shadowing effects for other Bank Lane residents. 6. Wants one to one consultation to hear concerns and constructive input and to build relationships. Other comments The objections here are almost verbatim as for grounds 2-11 of submission 010.
016	Name withheld	Bank Street	The proposal offers no benefit to the community and will harm the respondent and the wider community. The application is in breach due to lack of consultation and no adopted CMP and a public inquiry is sought. Issues raised include: 1. Personal Impacts 1.a Loss of privacy – suggests that shrubbery will be minimised, trees removed and not replaced, the water table will be damaged causing further tree death thus increasing line of sight from 2 <sup>nd</sup> and third levels of house. 1b. Loss of trees etc as above will diminish green feel of house. 1.c Noise impacts would be unmanageable on home office life. 1.d Loss of sunlight in the morning during winter is totally unacceptable. 1.e Loss of groundwater to property 1.f competition for parking near his house. Suggestion as to additional 400 students plus a further 400 students. 1.g Loss of value of property. All of the above will affect property value. 2.Neighbourhood impacts 2.a Concern about traffic impacts particularly in Union Street and as it relates to additional staff and students. Suggests Union Street is the new main entrance to the School. Suggests left in at Graythwaite and left out at School 2.b Hazardous pedestrian conditions in Union Street plus delays due to parent pick-

			<p>ups.</p> <p>2.c Loss of heritage characteristics of the Graythwaite site. There is a list of statements about what the writer considers will happen to the trees and other heritage issues suggesting many negative actions by the School.</p> <p>2.d Loss of green space, vegetation and wildlife. Again the writer suggests that the School will deliberately let the vegetation deteriorate so that it can eradicate all vegetation and wildlife.</p> <p>2.e Major disturbance to water table to affect all downstream users.</p> <p>2.f Increased pressure on parking for the communities of McMahons Point and Waverton.</p> <p>2.g Contributing to the ongoing deterioration of the historic charm and character of the McMahons Point/Waverton/North Sydney community as a place to live. Criticism of School purchases of surrounding properties and suggestions that they encourage running them down, paying no rates, diminishing local charm.</p> <p>Suggestion of never ending Malthusian growth by the School that needs to be stopped before the community is destroyed. The writer had the understanding that the development proposal was required to show benefits to the community and can find no scintilla of this.</p> <p>Alternative proposal suggested:</p> <p>Rec 1 – A public inquiry be held</p> <p>Rec 2 – place development farther east and sell off terraces to NSC for a green space for the community.</p> <p>Rec 3 – Reduce the building scale to accommodate 100 staff and students with an 8m height.</p> <p>Rec 4 – Establish a permanent and effective Community Liaison Group with School reps and community chosen reps</p>
017	Name withheld	Bank Street, North Sydney	<p>Major concern about impact of West building on backyard. Seeks a public inquiry due to:</p> <ol style="list-style-type: none"> <li>1. Graythwaite is still of immense significance to NSW and Australia.</li> <li>2. Eradication of 80 trees, 3 heritage figs, and an underground cistern</li> <li>3. Failure to inform residents</li> <li>4. Worry about extra students and staff and parking</li> <li>5. Excessive height for the West building. Can allow Stage 1. Suggests following steps for the other stages.</li> </ol> <ol style="list-style-type: none"> <li>1. Move Stages 2 &amp; 3 to the eastern boundary of the headmaster house.</li> <li>2. Reduce Stages 2 &amp; 3 and lower height</li> <li>3. Protect all figs and bamboo</li> <li>4. Retain all groundcover</li> </ol>

			5. Prevent damage to the cistern and WWII bunkers. Install a link from Edward to Union Street.
018	Amanda Hudson	22 Lord Street, North Sydney NSW 2060	Has major concerns about the existing parking issues in Lord Street due to pick ups and senior students parking their cars. Dissatisfied with lack of detail in respect of increased school population.
019	Victoria Alexander	61-63 Bank Street, McMahons Point 2060	Basis of objection: 1. Disruption to traffic flow caused by additional students and staff. 2. The size and scale of the proposed building works 3. The loss of green open space 4. Lack of consultation 5. Previous offer of funding by Federal Government Also commented on lack of a letter from DoP.
020	Eleanor Louise Ashworth	Walker Street, North Sydney	Requests a public inquiry. CMP not Adopted yet. Lack of consultation. Other objections listed as: 1. Hazardous traffic conditions; parking issues; pedestrian issues 2. Loss of heritage characteristics of the Graythwaite site 3. Loss of green space, vegetation and wildlife 4. Major disturbance to the water table 5. Ongoing deterioration of the historic charm and character of the local area 6. Loss of privacy 7. Noise
021	Name Withheld	Bank Street, McMahons Point 2060	Issues are the same as submission 016
022	Professor Anthony Lawrence and Dr Ilona Cunningham	46 Bank Street, McMahons Point 2060	Objections are: 1. Excessive development of West building 2. Too close to the western boundary 3. Significant visual and acoustic impacts including overshadowing 4. It will change the nature of Bank Street 5. It will lead to significantly increased traffic flows and parking pressure 6. Concern about survival of heritage fig trees which are historic feature of the suburb. Demands a public inquiry and a reduction in the size, especially height (8m maximum). The School should create adequate car parking and drop off points internally
023	Name withheld	80 Clarence Street, Sydney 2000	Requests public inquiry because it is a large development in a residential area with no public benefit. Grounds are as for submission 020.
024	Name withheld	Not supplied	Same as submission 023
025	Name withheld	Not supplied	Same as submission 023
026	Peter Keel	33 Bank Street, North Sydney 2060	Issues raised are: 1. The proposal ignores many of the heritage aspects of the site 2. The traffic impact has been either ignored

			<p>or understated</p> <p>3. The noise which will impact on the community will exceed acceptable limits.</p> <p>4. Conservation plans have been sought and slanted solely to justify the development ignoring earlier conservation plans.</p> <p>5. The local community has not been consulted</p> <p>6. The scale and bulk of Stage 3 have been all but ignored from the perspectives of the community. Personal concerns about overlooking of house, rooms and yard/pool. Areas are claimed to be useless when school is occupied.</p> <p>7. The proposal skirts over additional development after Stages 1-3.</p> <p>Suggest rejection of the proposal for the following reasons:</p> <ul style="list-style-type: none"> <li>a. No adopted CMP</li> <li>b. Ignoring DG requirements</li> <li>c. It ignores community concerns</li> <li>d. The project is piecemeal and the development should not be staggered.</li> </ul> <p>Appendices are attached to the submission with supporting information.</p>
027	Julie Bindon	37 Bank Street, North Sydney 2060	<p>Requests the Minister to hold a public inquiry due to:</p> <ul style="list-style-type: none"> <li>1. CMP not adopted</li> <li>2. Development contributions not addressed nor is there any VPA</li> <li>3. The proponent has failed to adequately consult with the community</li> </ul> <p>Advises that the project needs to be changed as follows:</p> <ul style="list-style-type: none"> <li>a. A significant reduction in the number of students and teachers on the Graythwaite site</li> <li>b. A significant reduction in the scale of the new buildings (particularly the West building). Height less than 8.5m and footprint no larger than Graythwaite House.</li> <li>c. Relocation of the West building away from Bank Street to contour RL 66m – on level of Middle terrace</li> <li>d. No excavation of the land to accommodate basement floor space for educational purposes</li> <li>e. Retention of all existing vegetation on the slopes to the west and south-west of the site (except for carefully controlled weed removal) with supplementary planting for habitat, amenity, landscape and privacy</li> <li>f. Retention of all fig trees including specifically T60 and T163</li> <li>g. Mandatory fixed screens of the Stage 3 Western building to prevent overlooking of adjacent properties</li> <li>h. Mandatory acoustic treatment of all buildings and outdoor play areas to achieve noise levels of background plus 5dBA</li> </ul>



			<p>i. Prevention of student access to any land within the setback between any new building and the boundaries to the residential properties for noise and privacy</p> <p>j. Dense planting for privacy</p> <p>Summary of responses to support the above points is:</p> <ol style="list-style-type: none"> <li>1. Supports Stage 1 building works subject to HC's endorsement, but not the Landscape works which will destroy large parts of the vegetation with associated effects</li> <li>2. Inadequate consultation</li> <li>3. Overdevelopment due to 34% increase in students and staff and external impacts on traffic congestion</li> <li>4. The scale of the population increase has led to an overdevelopment in quantum of floor space area with buildings that are excessive in height, bulk, and scale and mass which are out of character with site and adjoining areas.</li> <li>5. Height limits exceed draft LEP 2009. Proposed heights are not justified.</li> <li>6. Stage 3 West building is massive and too close with potential adverse impacts on privacy of houses</li> <li>7. Any consent needs regulation by conditions of consent</li> <li>8. Acoustic concerns about use of West building and the terraces</li> <li>9. Concerns in respect of the landscape plan in respect of clearing undergrowth related to screening and privacy with reference to species habitat.</li> </ol>
028	Name withheld	Not supplied	Appalled at process; makes statements suggesting Shore respect heritage values. Seeks public inquiry.
029	Tony and Robyn Maxwell	Kialoa, Union Street, North Sydney	Concern about statements in the noise assessment about agreements with Shore in respect of noise. Wishes to be treated as all other neighbours in this regard.
030	John Garland	43 Bank Street, North Sydney 2060	<ol style="list-style-type: none"> <li>1. Request for refusal of applications via Part 3A. If this is not done, then objections are:</li> <li>2. Height, bulk and scale of proposed West building. Advises consideration of several smaller buildings.</li> <li>3. Noise and impact on residential community – noise, overshadowing and privacy. Suggest 35m setback.</li> <li>4. Lack of community consultation</li> <li>5. Traffic and parking</li> <li>6. Through site link</li> <li>7. Trees and site hydrology. Refers to removal of significant trees.</li> </ol>
031	Prof Robin Kramar	29 Bank Street, North Sydney 2060	Appalled by the School extension; supports restoration work. Other issues are those covered in other submissions such as 023.

032	Susan Kitchener	10 Ancrum Street, North Sydney 2060	Main objection is environmental damage – disputes the flora and fauna study findings. Other issues repeat the Stand Against Development at Graythwaite nine points covered by submissions such as 023.
033			This is a duplicate of 022
034			This is a duplicate of 007
035	Warren and Vicky March	3 Bank Street, North Sydney 2060	<p>The application should be rejected or drastically modified. They support the restoration components including the East building but object to the West building and its relationship to further student population. Six key points raised:</p> <p>Increased Traffic and parking: illustrations provided of students (in particular boarders) parking.</p> <p>Flawed Traffic study: Bank Street not included in survey; queries percentage of street parking quoted; queries statements about construction traffic.</p> <p>Non-conforming building scale and height: in addition to comments in other submissions, discusses blandness of bulk, articulation and detail with Graythwaite.</p> <p>Lack of appropriate setback: suggests minimum of 25m for all western edge.</p> <p>Failure to comply with DG requirements: refer other submissions</p> <p>Environment and the sub-surface drainage: Discusses potential for effect on groundwater from the Western building excavation.</p> <p>Massive loss of trees and significant vegetation: Claims documents don't allow identification of which trees are to be removed.</p>
036	Name withheld	Bank Street, McMahon's Point 2060	Commends the Stage 1 proposal, but not other stages. Comments are as for other proposals such as 023, but lays claim to destruction of certain items not suggested by others (e.g. water cistern).
037	Name withheld	Newcastle	Visits family in Bank Street. Repeats claims of destruction including the cistern plus labels trees and vegetation as irreplaceable. Seeks public inquiry.
038	Name withheld	Warners Bay	Visits family in Bank Street. Seeks public inquiry based on Historical reasons Environmental damage (as per 037) Shore's promise not to develop
039	Name withheld	Merewether NSW 2291	Almost identical to 036-038.
040	Name withheld	Not supplied	<p>Visits sister's house in Bank Street for 8 weeks per year. Works from home. Concerned about privacy from West building.</p> <p>Traffic and parking issues</p> <p>Removal of trees</p> <p>Significance of site; no adopted CMP; statement that development not allowed;</p>

			seeks public inquiry
041	Will Hutchins	59 Bank Street, North Sydney 2060	Lived for 31 years at house which is near the Headmasters house. Objects due to: 1. Shore to respect neighbourhood and historic significance 2. West building and student increase 3. Size of West building 4. Bank Street parking 5. Traffic in Edward and Mount Streets 6. Union Street entrances 7. Solid fence along Union Street 8. Supports restoration components 9. Requires public access due to heritage including link between Edward and Union Streets.
042	Jenny Hutchins	59 Bank Street, North Sydney 2060	Wife of 041 objector. Objects due to: 1. Inadequate consultation 2. Supports objections of residents at 25-37 Bank Street because of proximity and impact of West building. Claims model with trees is misleading since views will be available through the tree trunks. 3. Unhappy with 3A process and mistakenly claims that the HC has been bypassed. 4. No consideration of the wider community. Refers to a Private Members Bill of 2009 that was not passed. 5. Tree removal, effects on vegetation, wildlife, groundwater 6. No public access to the site including a through link with a split campus 7. Fence is too solid on Union Street 8. Traffic concerns 9. Concern in respect of development beyond this application. Seeks public inquiry.
043	Name withheld	31-33 Bank Street, North Sydney 2060	Same address as submission 026 and has a lot of duplicate material. Additional comments are: Describes history of the purchase and renovation of their house blocks and local ambience in street plus identifies which rooms of their house fronts the Graythwaite boundary and the use of those areas. Site Analysis: identifies the West building in context to their house. Discusses setback; planting; identifies potential damage to trees postulating likely future adverse effects; comments on visual amenity for locals and more distant views. Doesn't see any justification for tree removal or tree relocation. Notes deficiencies in the application in relation to: Visual Impact: Requires more detailed analysis from the Bank Street view direction. Overshadowing: Argues that the overshadowing should not include shadows from trees and seeks assessment of the

			<p>shadows on the existing trees.</p> <p>Notes non-compliance with NSC heights. Seeks bigger setback and smaller design. Asks why the building can't be placed elsewhere "with so much land available".</p> <p>Noise: Raises noise issues in respect of play space on the terraces; numbers of students nominated; building design with louvres and atrium; mechanical equipment, noise mitigation measures.</p> <p>Construction Noise: Need mitigation measures, particularly during holiday, after school hours periods.</p> <p>Parking during construction: disputes suggestions of control over travel arrangements for contractors.</p> <p>Transport and Accessibility Impacts: notes similar issues to other submissions in respect of Edward/Lord/Mount Streets</p> <p>Traffic Survey: disputes survey results and conclusions.</p> <p>Site Access Arrangement: States that Union Street will be the main site access and comments on the issues surrounding this.</p> <p>School bus operations: different estimates provided – 8-9; 8-11.</p> <p>Construction Site Access – needs to be on-site</p> <p>Concluding remarks: as per other related submission</p> <p>Good photos provided although in b&amp;w on website.</p>
044	Prof Robin Kramar	29 Bank Street, North Sydney 2060	Duplicate of 031 but with added photos and montages in b&w (from website) which detract from the desired impact. View of artist impression of new West building removes existing vegetation.
045	Name withheld	Local resident	<p>Requires public inquiry. Proposes the view of overdevelopment.</p> <p>Discusses 3A and non-compliance with local controls and alternate planning paths.</p> <p>Issues raised in other submissions are repeated. A photo of a large tree root/trunk is provided.</p>
046	Name withheld	Bank Street, North Sydney 2060	Issues raised same as for other Bank Street residences. Additional issues raised in respect of additional deliveries to the school and additional gardening personnel. Mentions photomontage from 35 Bank Street which wasn't on the website.
047	Zoe Hughes	Mosman	Strongly object to this proposal.
048	Yvette Olsen	1314/100 Belmore Street, Ryde 2112	Requests public inquiry. Concern for 2-3 storey building in the west overlooking properties. This building should be next to the Graythwaite admin building.
049	William Burch	2/81A Union Street, McMahons Point 2060	Shore School are entitled to get some return on their investment. However, the development is an affront to the community. Main issue is traffic and parking. More on-site parking should be provided. Avoid any

			actions on old vegetation and spring.
050	Wendy Penn	97 Union Street, McMahons Point 2060	Traffic and parking are the main issues with concerns over future increase in student population.
051	Victoria Sobol	1204/1 Grandstand Parade, Zetland 2017	West building issues as espoused in other submissions.
052	Vicki Monteith	2/10 Jackson Street, Balgowlah	Requests a public inquiry due to loss of trees and huge traffic problems
053	Valerie Weldrick	58 First Street, Willoughby East 2068	Shore's plan is excessive and concern about future development. North Sydney needs open space.
054	Trevor Mount	10 Union Street, McMahons Point	Need to preserve large trees. Building should be re-designed to this end (presumably west building). Otherwise there are few objections to the proposal.
055	Tracy Weller McCormack	20 Bank Street, North Sydney 2060	Development is in poor taste.
056	Professor Toby Lewis	39 Walcott Road, Diss, UK.	Requests public inquiry to ascertain reasonable use for the site. Concern about damage of Anzac and garden heritage.
057	Timothy Rickard	2/174 Phillip Street, Sydney 2000	The concept plan ensures the restoration and future use of the Graythwaite site and its buildings in a very sensible and pragmatic way. Supports use of the mansion as proposed. Comments on previous neglect by the government. Stage1 should be approved immediately.
058	Susanna Thompson	1/20 Innes Road, Greenwich 2065	Has concerns and opposition to the proposed development. Does not want tree removal. Extra traffic will add to pollution and danger. Suggests the School will remove the Lone Pine and refuse access. Wants a public inquiry and suggest traffic and heritage reports are submitted.
059	Steven Davies	4 Kalgai Street, Frenchs Forest 2086	Concerned about damage or destruction of Anzac and garden heritage and wants a public inquiry.
060	Stephen Fisher	16/220 Henderson Road, Alexandria	Family lives in a nearby terrace and he visits regularly. States that the development will remove an impressive stand of centurion Moreton Bay figs. Concerned about 5 storey building and overlooking. Comments on external impacts (parking, pedestrian, pollution including noise) and lack of consultation. Wants an objective consideration by DoP.
061	Stephen Balme	41 Bank Street, North Sydney 2060	Confirms no development on Headmaster's property. Objects to removal of trees and in particular T187, 188, 173 and 172.
062	Sonya Braden	62 Blues Point Road, McMahons Point 2060	Concerned about massive overdevelopment and considers clearing of undergrowth for a parkland is morally and environmentally wrong. Concerned about development beyond the applications and additional congestion. Wants a public inquiry.
063	Ruth McColl	1/15 Anderson Street, Neutral Bay 2089	Long term admirer of Graythwaite. Suggests retention of the 85 trees and a better outcome for the estate. Wants public inquiry.

064	Ruth Hirsch	18 Old Castle Hill Road, Castle Hill	Concern about tree removal and insufficient detail in submission.
065	Rudolf Beran	University of California, Davis, CA 95616	Visited Sydney in 2008 and walked around the locale. Concerned that the development will damage or destroy its Anzac and garden heritage. Wants a public inquiry.
066	Rosemary Bishop	40/110 Alfred Street, Milsons Point 2061	Opposed to removal of 80 trees.
067	Robert Blayney	42 Bank Street, North Sydney 2060	Considers a public inquiry is the best way to decide the use of the land. The proposed large buildings are out of character with the rest of the site and the historical significance. Clearing of undergrowth and trees will be a change for the worse and the site will lose its historical parkland setting. Suggests that once development starts it will continue until very little of the parkland remains. Wants a public inquiry.
068	Rachel Russell	2/273 Captain Cook Crescent, Manuka ACT 2603	As per 062
069	Rachel Gleeson	4/68 Shirley Road, Wollstonecraft 2065	Retain trees and undergrowth.
070	Piper Keel	33 Bank Street, North Sydney 2060	Daughter of owners of submissions 026 and 043. Wants to retain vegetation for birds and bats. Adjacent building proposal is too big and too near. Noise from school will affect her schoolwork
071	Philippa Vice	44 Euroka Street, Waverton 2060	Appalled by lack of consultation and overdevelopment. Concerned about loss of Union Street greenspace and loss of trees. Increased threat of more cars.
072	Prof. Peter Steane	1-5 Russell Street, Wollstonecraft.	Lack of community consultation including with neighbours beyond the immediate area. A 5 storey building is out of character with this historic site.
073	Paul Vonwiller	4/43 Slade Street, Naremburn 2065	The remaining significant trees in the school ground must be saved. Later email adds support for the preservation of the historic sandstone Graythwaite building. Supports sustainability and education for future generations.
074	Paul Bates	16 Belgium Avenue, Roseville 2069	Distressed about the proposed development and traffic. Wants a public inquiry.
075	Noah Shirley	37 Bank Street, North Sydney 2060	Requests public inquiry for outrageous development. Claims bypass of local and heritage council. Concerned about parking on-site.
076	Name withheld	Not supplied	Objects to loss of trees and seeks public inquiry. Concerned with provision for parking for the increase of vehicles to the area (presumably discussing street parking?)
077	Monika Kondyjowska	9/29 East Crescent, McMahons Point	Supports Lavender Bay Precinct views.
078	Milena Zeithamlova	Vrsovicke 68, Prague, Czech Republic	Concerned about the development and likely damage of Anzac and garden heritage. Requests a public inquiry.
079	Michael	PO Box 160, North	Wants to keep the habitat intact. Concerned

	Vandiver	Sydney 2059	about extent of development. Has lost faith in the School.
080	Michael Rose	PO Box 7128, McMahons Point 2060	Opposes Shore's overdevelopment due to increased traffic, loss of trees and amenity affecting his firm and clients
081	Michael Hirsch	18 Old Castle Hill Road, Castle Hill	Objects to destruction of 100 year old trees and dishonour to the ANZAC memory and tradition.
082	Michael Carter	290 Elswick Street, N, Leichhardt 2040	A list of items included as per previous submissions – e.g. 020
083	Maxine Prado	3/90 Bay Road	Objects to cutting historic trees and replacing them with buildings. Comments on growth of cities.
084	Mary Anderson	26 Union Street, McMahons Point 2060	Suggests the main entrance to the School is relocated to Union Street. Discusses possible traffic effect from this on Blues Point Road/Union Street intersection and back up of traffic at Lavender Street exit of the Harbour Bridge heading north.
085	Martin Foster	6 Doris Street, North Sydney 2060	Objects to Part 3A. Requests a public inquiry due to tree removal, unsuitable buildings and a lot of money.
086	Marge McInnes	26 Chuter Street, McMahons Point 2060	Reject the proposal because of : A. Potential impacts from increase in school population B. Shore said the school would not develop the park C. While not public, the site is heritage and loved by the public. Suggests that the plans defile the park and will greatly alter its public aspect.
087	Name withheld	Not supplied	Objects to loss of 85 trees and extra student population. Seeks public inquiry.
088	Margaret Carey	5/6 Morton Street, Wollstonecraft 2065	Requests public inquiry due to proposed loss of trees. Suggests destruction of heritage.
089	Mardi Graham	4D/10 Hilltop Crescent, Fairlight 2094	Concerned about severe damage and destruction to Anzac and garden heritage plus parking and hazardous traffic. Request public inquiry.
090	Madeleine Blayney	42 Bank Street, North Sydney 2060	A 5 year old asks to not chop down the trees and to build elsewhere (daughter of other submission - 067)
091	Lisa Whittaker	22 Union Street, McMahons Point 2060	The development will put unnecessary pressure on local street parking and traffic and there should be a public inquiry first.
092	Lainie Arnold	L22, 135 King Street, Sydney	Objects to cutting down 85 trees. Revisits government decision to sell Graythwaite.
093	Lachlan Tait	4/42 Union Street, McMahons point 2060	Notes trees on Graythwaite are at the back of his unit. Concerned that the trees will be removed and affect his brother who works night. Seeks consultation for Union Street.
094	Kevin Dobry	10/280 Liverpool Street, Darlinghurst 2010	Refer submission 89 for same issues.
095	Norbert Kelvin	25 Bayview Street, Lavender Bay 2060	Wants a public hearing soon.
096	Karen Guildford	29/8 Munro Street, McMahons Point	Objects to overdevelopment, removal of 86 trees and oversize buildings for extra 500



			students.
097	Justine Poole	16 Trade Street, Newtown	Previous resident. Refer submission 89 for same issues.
098	Name withheld	Not supplied	Seeks public inquiry. Concerned about lack of consultation, suggests destruction of integrity of site, plus adverse environmental, heritage and traffic impacts on the surrounding community. Provides comparison of impact of extra 500 students.
099	Judy Shade	Not supplied	Appeals for a smaller less intrusive development due to high impact on the community, particularly the loss of open space and natural vegetation and development which is unsympathetic to surrounds.
100	Judith LeVine	1308/30 Glen Street, Milsons Point 2061	Opposes overdevelopment (excessive size and height of new buildings) and loss of trees. Requests public inquiry.
101	Judith Kennedy	1/36 East Crescent, McMahons Point	Horrified about original sale. Concerned about lack of consultation and overdevelopment plus trees, traffic. Requests public inquiry.
102	Jonathan Cook	11 Lord Street, North Sydney	Opposes original sale. Opposes development due to loss of heritage trees, lack of public access and traffic. Requests public inquiry.
103	John Kettenring	29 Grove Avenue, Summit, NJ 07901 NJ	Refer submission 89 for same issues.
104	Jon Johannsen + Associates (Architects)	2 Liverpool Lane, East Sydney	Architects for the substantial alterations at 33 Bank Street. The rear of the property was designed to maximise the private and leafy outlook that will now be greatly compromised by a looming building envelope just beyond the trees, with loss of early morning light. Requests public inquiry into sale of land and development.
105	John Slaytor	44 Euroka Street, Waverton 2060	Objects due to: Loss of habitat caused by removal of 85 trees will probably result in the local extinction of kookaburras and other wildlife. Visual amenity via loss of trees. If extra students and staff, then adverse traffic impacts.
106	John Buhot	45 Rees Avenue, Coorparoo, Qld 4151	Refer submission 89 for same issues.
107	Janet Granek	1/24 Landers Road, Lane cove 2066	Concerned about the demolition of the grounds, especially the gorgeous gardens and trees.
108	Jane Greenop	11 Emmett Street, Crows Nest	Requests public inquiry. Objects to loss of trees, excessive size and height of buildings and extra cars.
109	James Clarke	5/69/71 Union Street, McMahons Point	Requests public inquiry due to: West building size and shadow Tree removal No public access Increased traffic
110	James Claridge	30 Lord Street, North Sydney	Acknowledges right of school to develop but in conjunction with surrounding community needs. Puts forward pros and cons of living

			<p>near a school. Concerns include:</p> <p>Increase in population leading to greater traffic issues</p> <p>Higher noise levels</p> <p>West building far too large and dominant</p> <p>Tree removal.</p> <p>Suggests smaller buildings nearer the existing school buildings</p>
111	Graham Bennett	77 Blues Point Road, 2060	<p>Objects due to:</p> <p>Denial of public access</p> <p>Gross overdevelopment in terms of site coverage and building bulk</p> <p>Extra population and increased traffic, congestion</p> <p>Loss of significant trees before approval is an act of vandalism</p> <p>Part 3A</p>
112	Glenn Stone	29 Keturah Close, Glenwood 2768	Refer submission 89 for same issues.
113	Glen Rorke	7 Bank Street, North Sydney 2060	<p>Their property will be adversely affected:</p> <p>Loss of privacy</p> <p>Loss of winter sunshine</p> <p>Increased noise</p> <p>Reduced groundwater flow past the plants</p> <p>Reduction in wildlife at the rear of the property</p> <p>The general community will be adversely affected:</p> <p>Increased traffic and congestion</p> <p>Loss of a significant number of trees</p> <p>The submission then identifies unverified claims that the development will:</p> <p>Devalue the property</p> <p>Create a major disturbance to the water table and the ecosystem</p> <p>Be in breach of NSC building codes</p> <p>Destroy trees directly behind</p> <p>Damage or hide historical items such as water cistern, old sand stairs, air raid shelters</p> <p>Diminish the ANZAC significance</p> <p>Requests a public inquiry</p>
114	Gina Lewis	23 Chiswick Staithe, Chiswick, London W4	Refer submission 89 for same issues.
115	Gill Burrows	9/4 Riley Street, North Sydney 2060	<p>Against tree removal of towards a hundred trees to house new students which lead to loss of shade and health giving vegetation.</p> <p>Also against more buildings for more students due to traffic and noise issues.</p>
116	Georgina Kernohan	17 Parkside Crescent, Tynemouth UK NE30 4JR	<p>Identified as great great grand daughter to Sir TA Dibbs.</p> <p>Suggests that the site and unique flora and heritage is about to be imminently destroyed.</p> <p>Re-visits the sale of the property.</p>
117	George Harley	17 Albert Street, Shelly Beach Qld 4551	Refer submission 89 for same issues.
118	Geoffrey Gordon	5/18 Lewis Street, Cronulla 2230	Objects due to loss of green space, wildlife habitat, disruption to water table.

			Graythwaite is unsuitable for this type of development. Requests putting on hold for the community to reassess it.
119	Gavin Imhof	18 Angus Avenue, Lane Cove 2066	Requests public inquiry due to: Loss of open space Loss of trees Altering a site that was left for the community
120	Gabi Duigu	9/13 Armstrong Street, Camberay 2062	Requests that open grounds and iconic trees are not destroyed
121	Ella Martin	67 Pine Street, Camberay 2062	Requests public inquiry due to: Loss of open space due to overdevelopment Loss of 85 mature trees Traffic grounds
122	Elizabeth Wilson	3/4 Nicholson Street, Crows Nest 2065	Concerned about removal of trees and open space which don't appear to be protected under the plan
123	Elaine Mayer	18 Sofala Avenue, Riverview 2066	Refer submission 89 for same issues.
124	Diane Wyndham	5 Little Alfred Street, North Sydney 2060	Requests that the historic fig trees and forest in the grounds be left for flora and fauna and greenhouse gases.
125	Diana Dasey	39 Clifton Street, Waverton 2060	Saddened by the potential to lose 85 trees and the figs to build something to house another 500 boys. Also concerned about resident parking.
126	David Berle	10 Chuter Street, McMahons Point 2060	Disgusted that the school is planning to expand without providing additional parking. Concerned about future impact on street parking.
127	Cynthia Nadai	26 Glover Street, Lilyfield 2040	Concerned about the potential development. Against cutting down trees and wants retention of open space.
128	Cynthia Hunter	1 Thomas Street, McMahons Point 2060	Refer submission 89 for same issues.
129	Conway Restom	1/18 West Cescent Street	Requests public inquiry due to: The development is unharmonious and will detract from its surroundings due to relative scale and bulk Traffic generation far in excess of Union Street in respect of safety and property value Reduces valuable green space and requires destruction of a significant part of a beautiful and historic park Demands a public inquiry
130	Clive Roberts	22 Union Street, McMahons Point 2060	Refer submission 89 for same issues.
131	Catherine Wilkin	Not supplied	States that the school is to build a 5 storey building housing 500 boys and 50 staff behind 27-39 Bank Street and that there are plans to remove 85 trees some of which are heritage listed. Requests that the development be halted because the local community are opposed.
132	Bruce Alcorn	17a Francis Street, Fairlight 2094	Requests a public inquiry because: Placement of the proposed building (presumably the West building) ignores the

			significance of tree heritage issues; Traffic issues
133	Brian Thomas	1/49 Carr Street, Waverton 2060	I think the application is excellent. Plenty of open space and new buildings only 3 floors. Lives 5 minutes walk away and so has local interest.
134	Brent James	Lord Street, North Sydney	I do not have an issue with Shore using the old Graythwaite site providing that the traffic and parking situation is improved to a level well beyond its current level of chaos. Describes some of the current traffic problems in Lord Street and indicates that it will get worse if the prep school expands.
135	Name withheld	Not supplied	Objects to the development. Considers any proposal to cut down so many trees is ludicrous. The driveway into Graythwaite should not be used for the school as there is already a major traffic issue in Union Street including noise over 6 days per week. Suggests that the school is to build in the front park that will affect the WWII bunkers and heritage. Raises and allegation that the school started construction in the grassy area just in time to get BER money. The additional students and staff will have huge impact. Notes EA's construction in recent years and its impacts.
136	Pamela Bell	9 Moodie Street, Camberay	The 5 storey building is out of character for the area and the removal of listed heritage trees is amazing. The development shouldn't be approved.
137 and 138	Adele Geraghty	154 West Street, Crows Nest 2065	Objects to loss of open space and trees. Requests a public inquiry.
139	Robert Brennan	First Land Corporation on behalf of owners of 34-42 Union Street, North Sydney 200	Interprets the Tanner drawing Fig. 3.5 to indicate filling on an area F2 and is concerned about not re-directing overland flow onto 34-42 Union Street. Offers to meet to discuss a solution.
The following submissions were received after the closing date (few days) and placed on the web			
140			This is a duplicate of submission 046 with the referenced figure at the rear attached.
141	V and A Lazarou	25 Bank Street, North Sydney	Residents for over 40 years. Major concern with West building 16m away to house 400 students and 40 staff. Expected impacts are: Overshadowing Construction consequences, change in water flow Noise from classrooms, play areas and construction Loss of tranquil amenity Loss of some 100 trees and green space Loss of our east facing view of lush green bushland and vegetation and the wildlife associated. Has a daughter who works for an airline who may be affected by noise during the day.

			Worried about sleep patterns for grandchild Requests a public inquiry due to West building, not an adopted CMP and height limits.
142	Chris Standen	24 Charles Street, Forest Lodge 2037	This is a substantial response dealing with traffic and transport issues and indicates that the proposal includes no initiatives for reducing the school's already high mode share for car travel. The submission suggests (a) a consent condition whereby the proponent must demonstrate a genuine commitment to maintaining the number of car trips generated by the school at or below the current level, through reducing the car travel mode share and/or increasing ride sharing. The condition might be satisfied by the development of a School Green Travel Plan with binding targets; and (b) the number of new parking spaces be restricted to the seven "existing use right" spaces.
143	Peter Keel	Not supplied	Assumed to be from the same person living at 31-33 Bank Street, North Sydney who has made other submissions that are on the website. This is a letter to the then Planning Minister (23 February 2011) seeking a public inquiry for reasons previously identified.
144	Wendy Zingler	23 Ancrum Street, Waverton 2060	Has heard about proposed tree removal and is seeking to identify which ones. She had previously worked with community volunteers and NSC horticultural section to remove weeds and replace with native vegetation.
The following submissions were received after the closing date			
145	Mark Brennan	Blake Dawson Waldron Level 36, Grosvenor Place, Sydney 2000	This is a letter from a legal firm representing a company who are owners of 33 Bank Street (refer several other submissions from Peter Keel and other household members from this address). The letter is to alert the previous Planning Minister of alleged "certain legal flaws in the 3A process, which would render any approval invalid". 1. Invalid Concept Plan Application - the whole project was not included 2. EA – failure to comply with DGRs 3. EA exhibition – public participation invalid
146	Dr Nirmal Patel	Bank Street, North Sydney	Local resident who seeks public inquiry. Concerned about West building, privacy etc, heritage, trees, and consultation. Supports Stage 1.
147	Angela Arnold	Not supplied but email address related to submission 026 and other submissions	North Sydney resident seeking an inquiry for reasons set out in the enclosed submission (not attached).
148	Julie Jones	Not supplied	Two pages of notes that are identical to other submissions except that there is additional text "Other arrangements for parent drop off, other than those existing on

			Edward St must be made".
149	Robyn Vernados	81 Union Street, McMahon's Point	<p>Opposes the project.</p> <p>Seeks public inquiry.</p> <p>Main concern is potential traffic impact from the additional students and staff with lengthy references to existing traffic and parking issues arising from normal school activities including weekend sport, school buses and parent/teacher events held in the evenings.</p> <p>Makes a strong request that the School provide extra parking on site.</p> <p>Also suggests a direct road connection from Union Street to Edward Street.</p> <p>Makes note of the West Building and building heights and possible impact on the Bank Street properties.</p> <p>Proposes view that the project application under 3A was to avoid North Sydney Council and Heritage Council.</p> <p>Appreciates heritage works.</p> <p>Is saddened by the loss of the open space.</p> <p>Unhappy with level of consultation.</p> <p>Imagines that the development will extend to the perimeter of the site in future and is concerned about the water supply to the on-site trees and vegetation.</p>
150	Elizabeth Maher	Not Supplied	<p>Identified as an architect and heritage consultant. Notes that she has urged the Chair of the NSW Heritage Council to adopt the Tanner CMP. She is pleased that the School has adopted the CMP policies and has produced a reasonable Concept Plan.</p> <p>Makes the following points:</p> <ol style="list-style-type: none"> <li>1. The wall to Union Street should be upgraded to a palisade fence with appropriate motorised palisade gates.</li> <li>2. The School grounds should be open to guided tours during Heritage Week each year.</li> <li>3. A metal plaque with photo and text should be permanently fixed to the Ward Building proposed to be replaced.</li> <li>4. Requests community access to the Graythwaite driveway and interpretation of any deviation to the driveway as a result of the proposed laybys.</li> <li>5. Make every effort to retain the historic tree marked for demolition.</li> </ol>
151	George Vernados	81 Union Street, McMahon's Point	<p>Concerned about over-development.</p> <p>Regrets loss of open space.</p> <p>Lack of consultation.</p> <p>Strong concern about traffic and potential traffic impacts from identified student/staff increase.</p> <p>Requires the School to provide on-site parking.</p> <p>Suggest the West Building is at odds with the surrounding built environment, exceeds height limits and will affect amenity.</p> <p>Considers 3A application unacceptable and</p>

			<p>suggest that North Sydney Council and Heritage Council are by-passed. Worried about future development and destruction of 85 trees (noted as being largely figs) and adverse impacts on springs on site consequently affecting the site vegetation. Seeks public inquiry.</p>
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## **2. HERITAGE BRANCH REPORT TO HERITAGE COUNCIL APPROVALS COMMITTEE DATED 02/03/2011**

<b>Name and address of property or issue:</b>	Graythwaite
<b>Item Description :</b>	2.7 hectare terraced property containing main two storey residence and detached stables (1830's), coach house (1867) and twentieth century additions. Site includes extensive terraced landform and gardens affording harbour views and vistas to the south and west.
<b>Type of application or issue:</b>	Part 3A Concept Plan and Project Application
<b>Applicant:</b>	Tanners Architects
<b>Owner:</b>	Sydney Church of England Grammar School (Shore School)
<b>Proposal:</b>	Adaptive Reuse of Graythwaite Site for as an educational facility and associated conservation and development works
<b>Reason for referral:</b>	Seek delegated determination of CMP at a later stage and endorsement of comments made in relation to Part 3A Concept Plan and Project Application,
<b>Statutory Listings:</b>	i. SHR Item No. 01617 – NSW Heritage Act (1/11/2002) ii. Local Item No. 0803 - LEP 2001 (21/11/94)
<b>Non Statutory Listings"</b>	iii. AHPI (former RNE) No. 2909 (21/03/1978)
<b>Other items affected by proposal:</b>	Adjacent residential and special use lots
<b>Previous Heritage Council determinations:</b>	5/9/2008 - Standard Exemptions Gazetted
<b>Notifications:</b>	The application is currently on public exhibition until 28 February 2011
<b>Information for consideration:</b>	Annexure A: EA Volume 2 (plans and elevations) Annexure B: Planning Parameters Annexure C: Significance Grading Comments (Marked Up Plan) Annexure D: West Building Planning Parameters (Marked Up Plan)

<b>Date received by Heritage Branch</b>	28 January 2011	<b>Date advice must be submitted to DoP</b>	11 March 2011
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### Summary of Recommendation

The Heritage Branch considers that the Part 3A Concept Plan and Project Application can be supported subject to the matters raised being adequately addressed.

The Heritage Branch recommends endorsement for the comments made. Delegation is also sought to endorse the CMP at a later stage once the concerns raised have been satisfactorily addressed.

### **Statement of significance**

This 2.7 hectare property is an unusually large land parcel considering its close proximity to the CBD of North Sydney which retains substantial land terracing reinforced with mature landscaping. The building's grand Victorian Italianate architectural form located on the highest part of the property reflects a major renovation, within the Victorian period 1880-1885 during Thomas Allwright Dibbs' ownership, to capture outstanding views and vistas of Sydney Harbour and beyond. The landmark qualities of this building is no longer apparent when viewed from its main street frontage, but the outward views and vistas from the building to the south and west are unparalleled and extensive. Building alterations and additions that have occurred since 1936 and 1952 for use as a Red Cross Hospital have compromised historic fabric and the aesthetic significance of the earlier residential building complex.

'Graythwaite' is valued by the surrounding community for its historical significance as an example of North Shore residential for the wealthy. Its significance has also been established socially through its use as a convalescent home, a hostel for long term disablement and then a geriatric hospital. The main building (although altered for hospital use since 1916) retains detailed finishes, fireplaces and hardware from the Victorian period usually lost in buildings of this type in private ownership. It also contains timber floor and ceiling framing of pit sawn origins with ceilings framing connections using timber pegged tenons, further establishing its early origins and importance of 'Euroka' as one of the earliest surviving structures in the North Sydney area.

The former stables outbuilding with loft is a remnant of early vernacular form and formed part of the original building group on land granted to Thomas Walker in 1832. The residence and stables buildings contain remnants of all phases of the property's development and this is reflected in its high archaeological, educational and research potential. The property has been recognised by others to contain one of the largest and most significant collections of late 19th century cultural plantings in the North Sydney area.

**Reference: SHR listing – HOD**

### **Executive Summary**

This report provides comments on a Part 3A Concept Plan and Development Application for adaptive reuse of the Graythwaite site by the Sydney Church of England Grammar School (Shore School) submitted to the Heritage Branch on 28<sup>th</sup> January 2011. The submission of this Part 3A application is in advance of any endorsement of the associated CMP for the site.

The proposed concept plan seeks the adaptive re-use of the Graythwaite site to expand the Shore Schools educational activities. This would be achieved in three (3) stages: Stage one consists of conservation and service upgrade works; Stage 2 proposes the demolition of the Ward Building and construction of new east building and north building; Stage 3 proposes the demolition of the Tom O'Neil centre and construction of the West Building (see Figure 3 below).

The Heritage Branch considers that the Part 3A Concept Plan and Project Application can be supported subject to the matters raised in this paper being adequately addressed.

## Background

This report recommends to the Approvals Committee that certain comments on a Part 3A Concept Plan be provided to the Department of Planning. The submission of this Part 3A application is in advance any endorsement of the associated CMP for the site.

The CMP was reviewed and referred to the Committee in February 2011. The Committee deferred comment on the CMP and requested that the Heritage Branch review the Part 3A material and report back to the March 2011 meeting.

The Part 3A Concept Plan and Project Application are currently on public exhibition until 28 February 2011. Heritage Branch comments on the Part 3A Concept Plan and application are to be submitted to DoP by 11 March 2010.

## Site Context

The site is known as Lot 2, DP 539853 and is located within the North Sydney LGA. The site has a battleaxe entrance (with long driveway) off Union Street to the south and is bound by detached low-density residential development to the East and South. To the West and North there is the existing SCEGS education facility (see Figure 1 below: Aerial Context Map).

**Figure 1: Aerial Context Map**

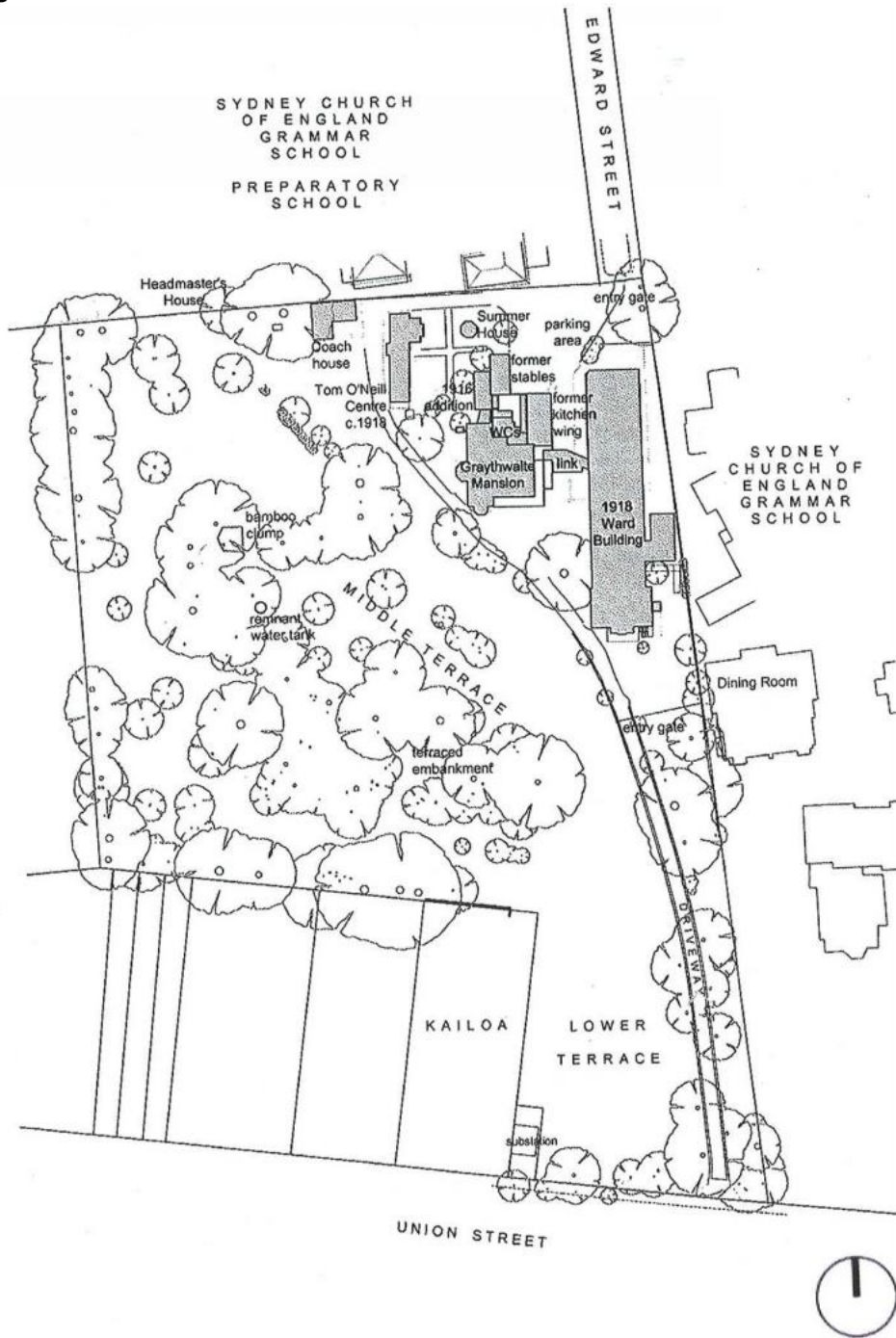


Source: CMP, 2010

The majority of the site is vegetated or landscaped open space falling steeply from the northern most part of the site. This topography affords harbour views and vistas to the south and west. The top terrace contains the built forms which include:

- Graythwaite House complex - two storey residence (earliest fabric of 1830), detached stables and kitchen wing(1830's) and outbuildings
- Coach house (1867)
- Tom O'Neil Centre and Ward Building (twentieth century buildings)

**Figure 2: Site Plan**



Source: CMP, 2010

### **Historical Development**

The historical analysis provided in the CMP identifies seven key phases of development on the site. The existing site contains evidence of all of these phases of development. The phases, ownership and existing evidence on the site is provided in the table below.

<b>Phase of Development</b>	<b>Ownership</b>	<b>Existing evidence of this phase on site</b>
Euroka Cottage (1833-1853)	Thomas Walker	Union Street boundary; underlying landform; northern boundary; section of wall of current residence; sandstone used in basement walls; potential arch remains of Euroka cottage, outbuildings, stables, cesspits and rubbish dumps)
Euroka Villa (1853-1873)	Edwin Sayers	Original fabric of west wing of Graythwaite House (1859); ground floor stone work kitchen wing; <i>Araucaria Cooki</i> (Cook Pine) which may have been planted by Sayers in 1860.
Euroka (1873-1882)	George Dibbs	Current west and southwest boundary; main part of Graythwaite house including attic and basement levels constructed in 1874.
Graythwaite (1883-1915)	Thomas Dibbs	Current eastern boundary; room to north of west wing (1891); courtyard walls and yard wall to north of Stables Building; form layout and fabric of coach house (1883); tree plantings including Port Jackson Fig and Monterey Pine on eastern site boundary
Convalescent Home for Returned Soldiers (1916-1918)	Australian Red Cross Army	c1916 lavatory and bathroom addition to rear of house; original layout and fabric of c1917 Massage Room/Doctor's Room; minor alterations to interior of the House.
Anzac Hotel (1918-1980)		1918 layout and fabric of Ward Building. Original layout and fabric of 1919 recreation room and southern end of Ward Bldg and Lavatory Block; remnant fabric of 1924 enclosure to first floor balcony of house; current layout and internal finishes within the Tom O'Neil Centre (from 1950's); 1960 brick boundary walls and fence and entrance gates on the Union Street boundary; site boundary around 1956 substation; Iron balustrade on roof reconstructed using original balustrade; potential archaeology (air raid trenches).
Nursing Home/Tom O'Neil Dementia Centre (1980-2009)	Hope Healthcare	Much of the interior finishes and fit-out of the Ward Building; some floor finishes on ground floor; interior finishing's and fittings in Coach House; Ground floor slab and kitchen fit-out in Kitchen Wing; moveable heritage (signs, printed materials); inner fence around upper part of site and gate on entrance drive.



## Part 3A Concept Plan and Project Application - Heritage Branch comments

The proposed concept plan seeks the adaptive re-use of the Graythwaite site to expand the Shore Schools educational activities. This would be achieved in three (3) stages with the works to be undertaken shown in the Table 1.

**Table 1: Stages of Concept Plan**

<b>Stage 1</b>	Conservation and refurbishment of Graythwaite House for staff administration meeting rooms. Conservation and refurbishment of the Coach House for staff administration and caretaker's residence. Refurbishment of the Tom O'Neil Building for multi-purpose student activities. Associated landscape works
	Drainage and stormwater improvement, site levelling and landscaping of the site (significantly on the lower and middle terraces)
	Transport, traffic, parking and access improvement to the Graythwaite and Shoer sites (spread over all stages)
	Miscellaneous works including removal of existing fencing, installation of new fencing and new front entry gates
	No anticipated increase in student or staff population
<b>Stage 2</b>	Development of a new building to the north of the House which may be used for education or administration purposes
	Demolition of the Ward building to the east of the House
	Construction of two new buildings to the east of the House for classrooms, teaching and other educational facilities
	Capacity or potential to accommodate approximately 100 students and 10 staff
<b>Stage 3</b>	Construction of two new buildings to the west of the House for classrooms, teaching or other educational facilities
	Capacity or potential to accommodate approximately 400 students and 40 staff
	Potential demolition of Tom O'Neil Building

Source: EA, 2010

The proposed adaptive re-use of Graythwaite as an education facility is supported. This use reflects earlier CMP policy which identifies education institutions as an appropriate adaptive re-use

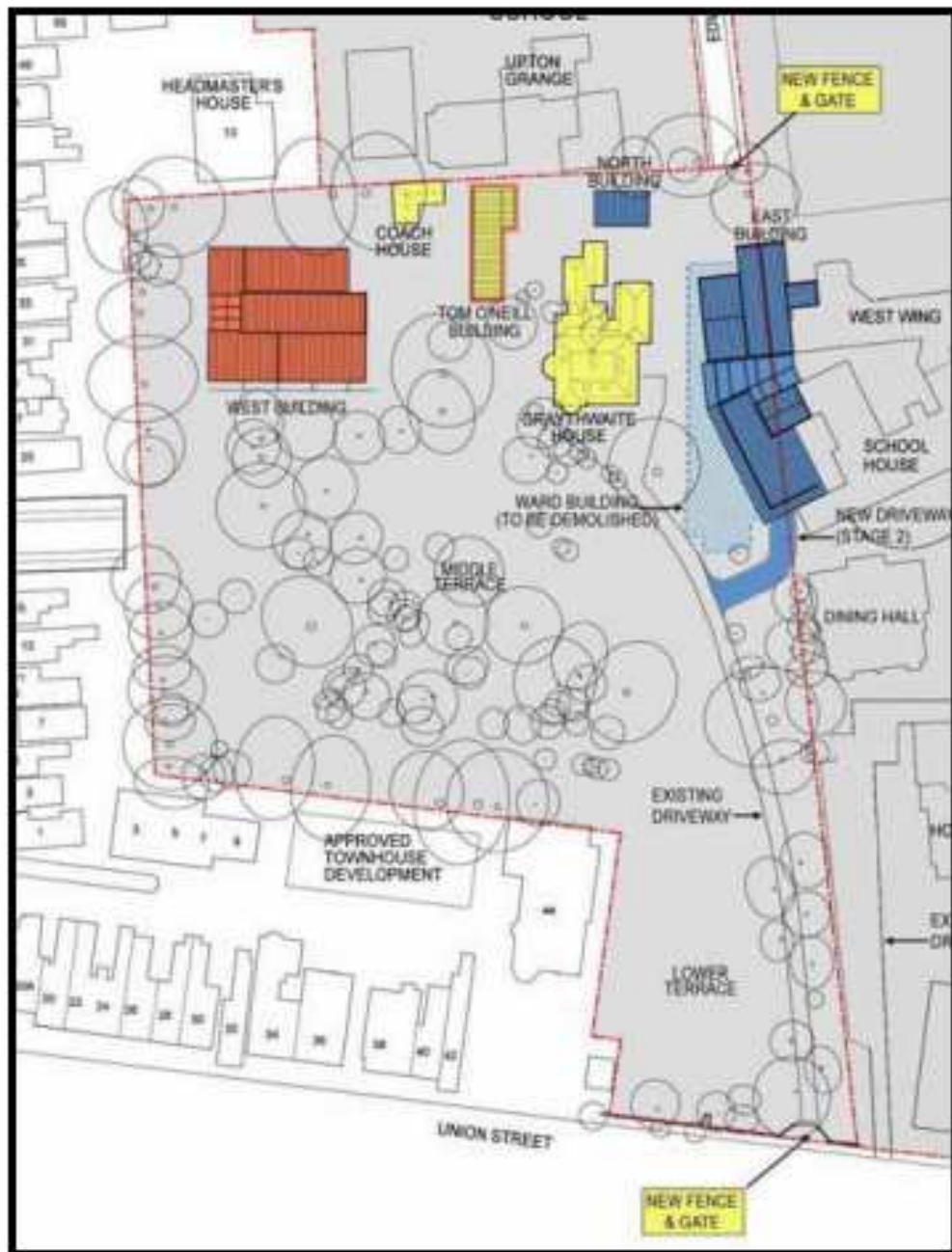
Assessment of the Impact of the Stages of Work are discussed below. Plans and Elevations are provided at Annexure A.

### ***Stage 1 Works – Conservation and Services Upgrade Works***

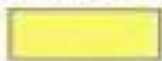
The proposed conservation works are generally supported given the current poor condition of Graythwaite House including, Coach House and Stables. The alterations and additions required to make the buildings suitable for adaptable re-use are generally supported at they involve the removal of intrusive elements within the courtyard area.

A new form to be introduced is the external lift well. This new form is contemporary in design and materials. No objections are made with regard to this element.

Figure 3: Proposed Plan



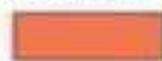
STAGE 1



STAGE 2



STAGE 3





## ***Stage 2 Works – Construction of East Building and North Building***

The construction of the East Building will require the demolition of the existing Ward Building which is identified as having 'moderate' heritage significance in the 2010 CMP. While it may be appropriate to demolish this building due to its low architectural merit, the activities within the buildings contribute to the significance of the site and should be appropriately interpreted.

It is acknowledged that the new East Building will improve the views to and from Graythwaite House along the driveway. The height of the proposed east building has been reduced adjacent to Graythwaite House to two storeys and a maximum of 7m. This is supported.

The building envelopes for the proposed East Building are supported in principle however it is imperative that the eventual design of these buildings addresses the following at a minimum:

- articulation of building mass
- Colour and materials.
- Siting in relation to Graythwaite House and other heritage building

The proposed basement car parking of the East building has reduced the need for at-grade car parking within the upper terrace. The CMP states that Archaeological assessment will be required for excavation in this area prior to works commencing.

The proposed north building is to be of single storey height and separated from the Graythwaite House building. Previous CMPs have proposed new buildings in this location. The small scale nature of the building is considered to have minimal impacts on the significance of Graythwaite House.

## ***Stage 3 Works – New Development (West Building)***

The proposed Concept Plan is a departure from previous CMPs in that it recommends development within the north west of the site which previous CMPs did not (see Annexure E for detail). The applicant advises that the north western area is appropriate for redevelopment as the land does not contain landscape or buildings of high significance and is located at some distance from Graythwaite House. The applicant also advises that this area has been previously filled.

The Heritage Branch concurs that this area is appropriate for new development. In addition:

- this area has minimal archaeological significance being a historically undeveloped part of the site; the area is screened from the remainder of the site by thick groups of mature trees;
- by moving development away from the lower terrace the needs for roadways and pedestrian connections through the site to this area, potential affecting the terraced landform, are avoided and existing access routes can be utilised;
- the proposed West building is setback from the lot boundaries avoiding the need to remove significant trees in these locations.

## ***Landscaping works***

The landscaping works will be completed across all stages of the concept plan include the following works:

- retention of all mature fig trees (except for one unstable Port Jackson fig)
- retention of grassed terraces

- re-establishment of formal gardens in the vicinity of Graythwaite House.
- removal of 80 trees (being 53 weed species, 12 inconsistent, five minor vegetation, three garden escape, four colonisers, two poor quality and one unstable Port Jackson Fig)

The minimal removal of mature trees and the reinstatement of former formal gardens in the vicinity of the house is supported.

## Recommended Amendments to the Statement of Commitments

Within the Part 3A framework, an applicant commits to mitigation of impact through the Statement of Commitments. The proposed Statement of Commitments (SoCs) provides the following provisions in relation to Heritage:

- Shore will seek Heritage Branch endorsement of the **CMP** and will manage the property in accordance with the endorsed CMP.*
- Future Project Applications will be generally in accordance with the **Planning Parameters** document (by Tanner Architects).*
- Future Project Applications will implement the recommendations of the **Statement of Heritage Impact** (by Tanner Architects).*

The CMP and SoHI are typical documents prepared when proposing development of heritage sites. The Planning parameters document provides design guidelines for all parts of the site in the same way a master plan would.

Based on the issues raised in this report, amendments to these documents are required. This is discussed in more detail below.

## Status of CMP review

The CMP was reviewed and referred to the February 2011 Committee meeting. Reporting for this meeting stated that the proposed policies were generally acceptable except in the following instances:

- **Significance of cultural landscape** - The existing development on the upper terrace has been part of the Graythwaite landscape for some 90 years. This area shows the evolution of the site since the construction of the main part of Graythwaite House. It is considered that all of the land on the upper terrace contributes to the setting of the heritage buildings and their significance. This is not reflected in the current significance grading of this area.

Land to the northwest has been graded as 'Intrusive'. It is not accurate to describe a piece of land as 'intrusive'. This land is part of the site and contributes to the setting of the Graythwaite House complex. This land has been generally undeveloped since the 1830's. It would be more appropriate to describe the land in question as 'modified' (due to the fill) rather than 'intrusive'.

Based on the above, it is considered that the 'high significance' grading should be extended over the entire upper terrace area to more accurately reflect the significance of the developed part of this site (see Annexure B). This would not remove the potential for future development but would trigger the need for more robust assessment of the impact of new development within this area.

- **Landscape Plan** - The landscape plan does not individually grade the trees to be retained. This should be completed to further guide future management of the landscape elements. The landscape plan should identify the general age of the

trees to be retained and propose replanting species. It should also clearly identify exceptional and highly significant plantings of the earlier phases of development. The term 'inconsistent' used in the landscape assessment should be clarified by the applicant.

The EA states that no works are proposed on the middle and lower terraces as part of this Part 3A Concept Plan and Project Application. However, there are certain plantings identified for removal identified as "within the footprint of works" which are in these areas (Tree schedule No. T111, T103, T66, T158). It is unclear what the justification is for the removal of these trees if no works are proposed in these locations. Further information will be sought by the applicant in this regard.

- **Interpretation Plan** – Additional policy for appropriate interpretation of building identified for demolition.

The CMP cannot be endorsed without these matters being addressed. It is considered appropriate that the endorsement of the CMP be considered at a later stage once Concept Plan and Project Application matters have been addressed.

### ***Planning Parameters (Annexure B)***

The planning parameters document provides design guidelines for all proposed works on the site.

The planning parameters are generally supported however the following additional parameters or, amendment of existing parameters, is recommended:

- New development should not further compromise the SHR curtilage boundary. This boundary should be clearly visible on the land through appropriate landscaping, fencing or other interpretive treatment.
- West Building:
  - amend extent of northern building line of west building to provide a more appropriate setting to Coach House building (see Annexure D).
  - provide a perspective drawing of west building from new courtyard/playground.
  - Additional design principles to include:
    - Articulation of building mass
    - Appropriate siting to reduce impacts to setting, and views to and from, Graythwaite House
    - Appropriate choice of materials and colour scheme to reduce impacts on prominence of Graythwaite House in the landscape
- Tom O'Neil centre - Previous comments have been provided that the Tom O'Neil centre should not be completely demolished. All planning parameters should be amended to reflect any revised position on this matter.
- Proposed new development on lower terrace:
  - Any development in this location is to be of small single storey scale which does not require removal of mature trees.
  - Pathways to this new development should significantly alter the terraced landform and character of the landscape.

### ***Statement of Heritage Impact (SoHI)***

The SoHI adequately addresses the potential impacts of the Stage 1 works. The SoHI also comments on development in Stages 2 and 3.

Previous comments have been provided that complete demolition of the Tom O'Neil centre should be avoided. All references should be amended to reflect any revised position on this matter.

The CMP acknowledges the contribution that the health care of servicemen, and later the aged, within Tom O'Neil Centre and the Ward Building have made to the heritage significance of the site. However, they consider these buildings to have little architectural merit. The applicant therefore grades these buildings 'moderately' significant.

The CMP must satisfy itself that information and evidence of significant activities can be appropriately conserved should demolition of these buildings be considered appropriate by a heritage assessment. Archival recording, recommended in the CMP, is only one aspect of this process. A robust Interpretation Plan should include discussion about how the information regarding these important uses can be communicated.

### **Conclusion**

The Heritage Branch recommends in-principle support for the Part 3A Concept Plan and Stage 1 Project Application subject to recommended amendments made to the Statement of Commitments documents as set out in this report. Delegation is also sought to endorse the CMP at a later stage once the concerns raised have been satisfactorily addressed.

### **Recommendation**

**That the Heritage Council Approvals Committee:**

- 1. Provide in principle support for the Part 3A Concept Plan and Stage 1 Project Application subject to the recommended amendments to the Statement of Commitments documents being satisfactorily addressed.**
- 2. Provide delegation to the Heritage Branch to endorse the CMP subject to the matters raised above being adequately addressed.**
- 3. Advise the applicant accordingly.**

**Prepared by:** Heritage Officer, Alejandra Rojas

**Recommended for approval by:**

Manager, Heritage Conservation Team, Vincent Sicari

**Approved by:**

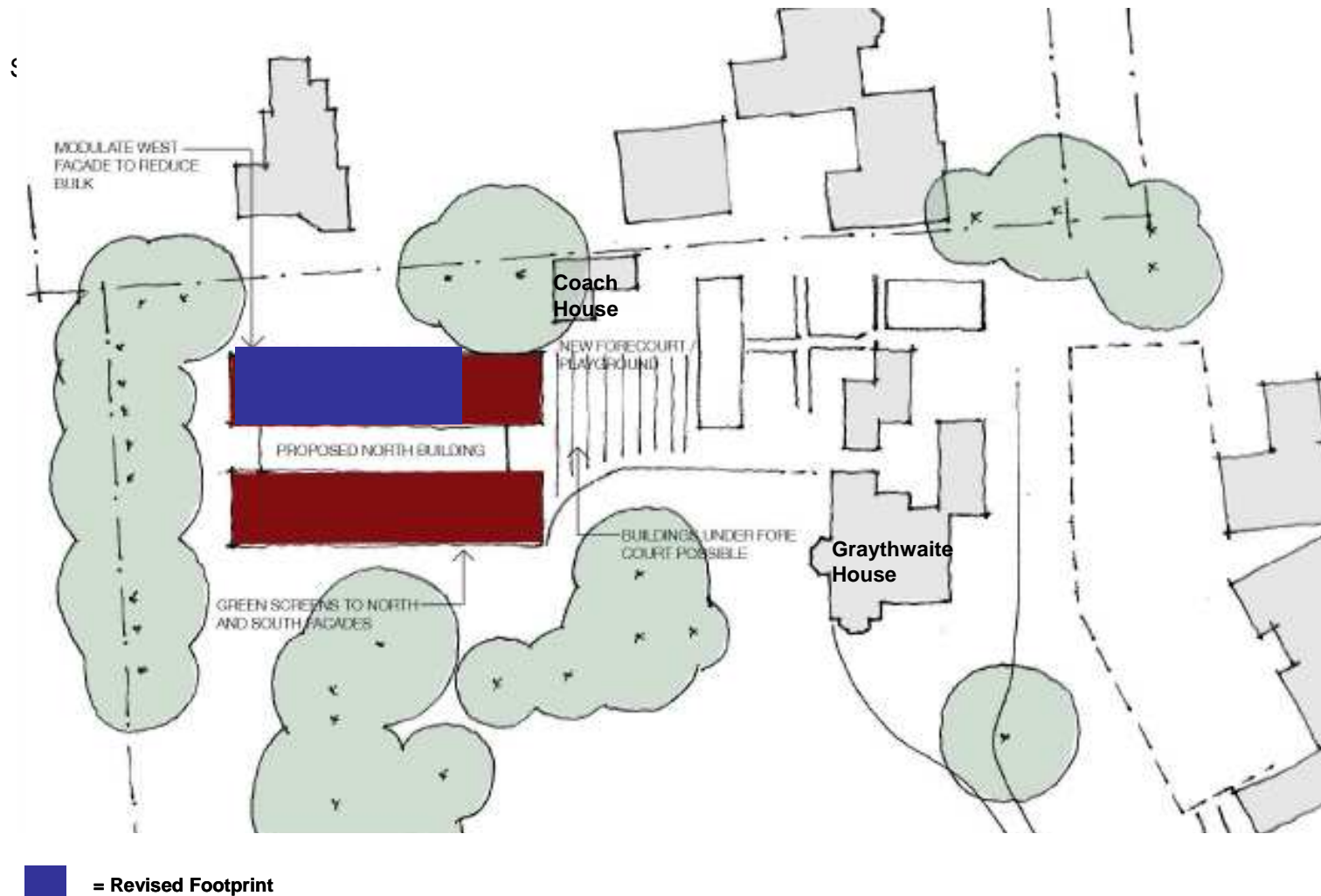
Acting Director, Tim Smith

**Annexure A: Environmental Assessment – Volume 2 Plans and Elevations**

**Annexure B: Planning Parameters**



**Annexure D: Revised Building Parameters for West Building**





### **Annexure E: Comparison with previous CMPs**

In comparison with previous concept plans for the Graythwaite site, the greatest departure is the proposal for new areas for future development in the north western part of the site. The applicant advises that the north western area is appropriate for redevelopment as the land does not contain landscape or buildings of high significance and is located at some distance from Graythwaite House. The applicant also advises that this area has been previously filled.

The Heritage Branch concurs that this area is appropriate for new development. In addition:

- this area has minimal archaeological significance being a historically undeveloped part of the site; the area is screened from the remainder of the site by thick groups of mature trees;
- by moving development away from the lower terrace the needs for roadways and pedestrian connections through the site to this area, potential affecting the terraced landform, are avoided and existing access routes can be utilised;
- the proposed West building is setback from the lot boundaries avoiding the need to remove significant trees in these locations.

The Heritage Branch does not support the applicant's position that modification of land by introduced fill is grounds for redevelopment.

While redevelopment east of Graythwaite House has been previously proposed in the 2000 CMP, the change is of greater scale in the 2010 CMP. The proposed building footprint and envelope are supported as they improve the views to the upper terrace which had been previously obstructed by the Ward Building. The retention of the lower terrace as open space is supported. This reduces the potential for impacts to the adjoining properties on Union Street and retains the visual amenity of this open space at the street level.

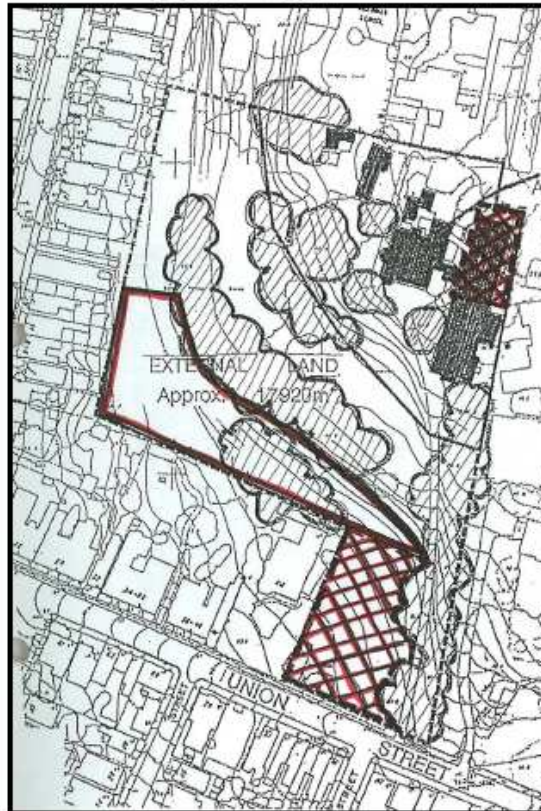
In general the current CMP supports previous CMP policies. Areas of concern are discussed in detail in this report.

The proposed concept plan and previous CMP concept plans are provided below.

**CMP 1993**



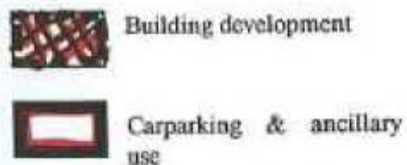
**CMP 2000**



**CMP 2010**



Area identified for future development & associated car parking



STAGE 1



STAGE 2



STAGE 3



**3. NORTH SYDNEY COUNCIL PLANNERS REPORT (ITEM PD5) FOR THE COUNCIL MEETING OF 14/03/11.**



## MEETING HELD ON 14/03/11

**Attached:** Site Plan  
Concept and Stage 1 Plans

### REPORT TO THE GENERAL MANAGER

**ADDRESS/WARD:** 20 Edward Street, North Sydney (Graythwaite) (V)

**APPLICATION No:** **PART 3A DEVELOPMENT** – Department of Planning  
Reference: MP 10\_0149; MP 10\_0150

**PROPOSAL:** Concept Plan application for Staged Development comprising the conservation and refurbishment of the Graythwaite House, parking and access works, development of additional buildings and associated demolition, and Project Application for Stage 1 including conservation and refurbishment works to existing buildings, stormwater improvements, landscaping, parking and access improvements.

**PLANS REF:** Drawings numbered A.000 to A007 Revision A, A.100 to A.104 Revision A and A.060 to A.063 Revision A dated 9/11/10, and plan numbered A.160 Revision B, dated 20/12/10, and plans numbered AR.DA.001 & AR.DA.002, AR.DA.1000 to 1003, AR.DA.2001 to 2003, AR.DA.3001, AR.DA.4001 and AR.DA.5001, all Revision A and dated 17/11/10, and plans numbered LA.DA.001 to LA.DA.006, all Revision P3, dated 24/11/10.

**OWNER/APPLICANT:** Sydney Church of England Grammar School

**AUTHOR:** George Youhanna, Executive Planner

**DATE OF REPORT:** 8 March 2011

**DATE OF EXHIBITION:** 27 January 2011 to 14 March 2011

**RECOMMENDATION:** Council's objection is forwarded to the Department of Planning

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## EXECUTIVE SUMMARY

This report has been prepared to provide Councillors with details of the proposed Concept Plan and Project Application for extension of Shore School onto No. 20 Edward Street, North Sydney (the Graythwaite site), lodged with the Department of Planning pursuant to Part 3A of the Environmental Planning and Assessment Act, 1979.

The Concept Plan seeks approval for the following:

1. Use of the Graythwaite site as an *educational establishment*, being an extension of the adjoining Shore campus;
2. Conservation and adaptive reuse of Graythwaite House, the Coach House and other existing buildings on the site (and some demolition works);
3. Building envelopes (above and below ground) for new buildings on the Graythwaite and Shore sites with an additional gross floor area of 5,345.80m<sup>2</sup>;
4. Pedestrian and vehicular access arrangements and 48 car parking spaces;
5. Capacity or potential to accommodate up to about 500 additional students and 50 additional staff;
6. Landscape concept including removal of 80 trees (comprising 53 weed species, 12 inconsistent, five minor vegetation, three garden escape, four colonisers, and three Port Jackson Fig trees);
7. Completion of the Concept Plan works in three stages (Stages may be separated into sub-stages and re-sequenced).

The concurrent Project Application for Stage 1 proposes the following development:

1. Conservation and refurbishment of Graythwaite House, the Coach House, Tom O'Neill Centre and associated garden area (the house will be used for administrative support and other activities);
2. Minor demolition works;
3. Drainage and stormwater improvements, site levelling and landscaping (significantly on the middle and lower terraces) including removal of 80 trees and transplanting of seven trees;
4. Use of the Graythwaite middle and lower terrace as a play and educational space;
5. Transport, traffic, parking and access improvements to the Graythwaite and Shore sites;
6. Miscellaneous works including site fencing and lighting (to Graythwaite House and the driveway);
7. No anticipated increase in student or staff population.

The application has been lodged with the Department of Planning and is on exhibition from 27 January 2011 to 14 March 2011. This application is reported to Council in order for Council to provide a formal response to the Department of Planning on the proposed development.

The proposal raises a number of issues relating to impacts on surrounding dwellings, building height, bulk and scale, traffic and parking impacts and heritage impact.

The Minister for Planning is the consent authority for the proposal and all submissions relating to the proposed development are to be considered by the Department of Planning rather than Council.

It is of importance to note in Council's consideration of this proposal that the provisions of Part 3A effectively remove a project so declared from the local planning process to the extent that the applicable Local Environmental Plans and Development Control Plans become guiding documents and are not given statutory weight.

This report considers the proposed development against the relevant controls and it is ultimately the recommendation of this report that Council **objects to the proposed development in its current form, and forward a submission to the Department of Planning.**

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### ● Submitters - Properties Notified



## **BACKGROUND**

On 9 June 2005, the NSW Parliament passed the *Environmental Planning and Assessment Amendment (Infrastructure and Other Planning Reform) Bill*. This contained key elements of the NSW Government's planning system reforms through major changes to both plan-making and major development assessment. The Act was assented to on 16 June 2005. A key component of the amendments was the insertion of a new Part 3A (Major Projects) into the *Environmental Planning & Assessment Act, 1979* (EP&A Act). On 1 August 2005, the new Part 3A and related provisions commenced.

Part 3A applies to major State government infrastructure projects, development previously classified as State significant, and other projects, plans or programs of works declared by the Minister. The State Environmental Planning Policy (SEPP) for State Significant Development gazetted on 25 May 2005, was accordingly amended to reflect the new arrangements and was renamed as State Environmental Planning Policy (Major Development) 2005.

Clause 20 of Schedule 1 of the SEPP (Major Development) 2005 identifies the following as being Part 3A Major Development:

### **“20    *Educational facilities***

*Development for the purpose of teaching or research (including universities, TAFE or schools) that has a capital investment value of more than \$30 million.”*

The proposed development has an estimated capital investment value of \$38,781,805, and is in excess of the \$30 million threshold. Under Clause 6 of the Major Development SEPP, the Minister has declared the project to be one to which Part 3A of the EP&A Act applies by virtue of it being development of a kind that is described in Schedule 1 of the SEPP (Major Projects). As such, the proposed development will be assessed by the NSW Department of Planning and the Minister for Planning is the consent authority.

The purpose of this report is to provide Councillors with details of the proposed development, comments from Council's professional staff, consideration of the key issues associated with the proposal, and ultimately a recommendation from Council to the Department of Planning.

## **DESCRIPTION OF PROPOSAL**

The subject Concept Plan and Project Application have been submitted to the Minister for Planning pursuant to Part 3A of the Environmental Planning and Assessment Act 1979. The applications address the Director-General's Requirements (see attachments) for the preparation of an Environmental Assessment for expansion of the Sydney Church of England Grammar School (Shore) educational establishment onto the Graythwaite site at 20 Edward Street, North Sydney (the Graythwaite site). The project also relates to part of the existing Shore Campus on William Street, North Sydney.

The **Concept Plan** seeks approval for the following:

- Use of the Graythwaite site as an educational establishment, being an extension of the adjoining Shore campus;
- Conservation and adaptive reuse of Graythwaite House, the Coach House and other existing buildings on the site (and some demolition works);
- Building envelopes (above and below ground) for new buildings on the Graythwaite and Shore sites with an additional gross floor area of 5,345.80m<sup>2</sup>;
- Pedestrian and vehicular access arrangements and 48 car parking spaces;
- Capacity or potential to accommodate up to about 500 additional students and 50 additional staff;
- Landscape concept including removal of 80 trees (being 53 weed species, 12 inconsistent, five minor vegetation, three garden escape, four colonisers, two poor quality and one unstable Port Jackson Fig);
- Completion of the Concept Plan works in three stages (stages may be separated into sub-stages and re-sequenced).

The concurrent **Project Application for Stage 1** proposes the following project:

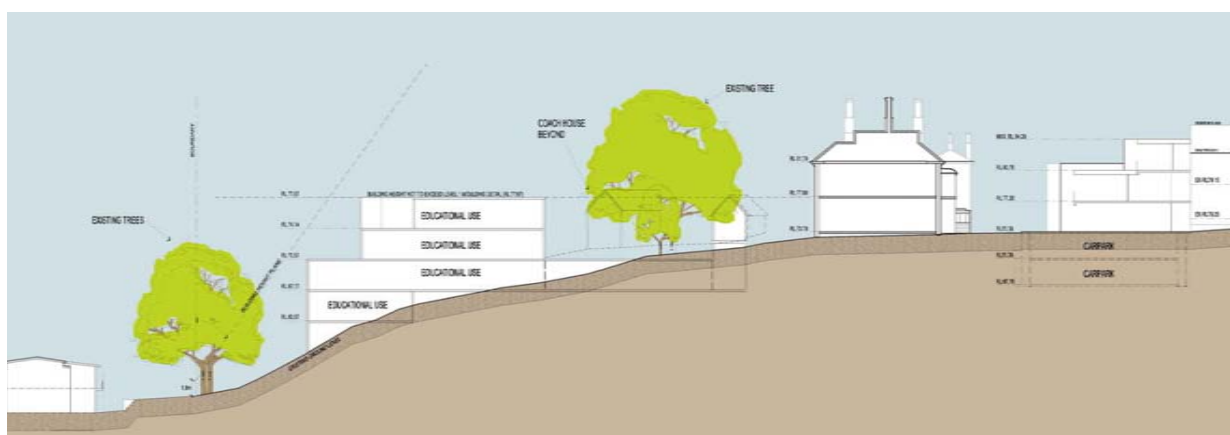
- Conservation and refurbishment of Graythwaite House, the Coach House, Tom O'Neill Centre and associated garden area (the house will not be used for school classes but rather for administrative support and other activities, perhaps including the school archives);
- Minor demolition works;
- Drainage and stormwater improvements, site levelling and landscaping (significantly on the middle and lower terraces) including removal of 80 trees and transplanting of seven trees;
- Use of the Graythwaite middle and lower terrace as a play and educational space;
- Transport, traffic, parking and access improvements to the Graythwaite and Shore sites;
- Miscellaneous works including site fencing and lighting (to Graythwaite House and the driveway);
- No anticipated increase in student or staff population in Stage 1.

The figures below include an indicative east-west section and plan of the proposed development. It should be noted that detailed design of the East Building, West Building and North Building would be subject to further future project applications. The section drawing provides an indication of the proposed massing of the building envelopes sought in relation to surrounding development.





**Figure 1 – Proposed Site Plan**



**Figure 2 – East-west section showing: No.31 Bank Street, West Building, Tom O'Neill Building, Graythwaite and East Building**

The Major Project application submitted to the Department of Planning states that the development will result in approximately 250 construction jobs and approximately 50 full time jobs. It is assumed that the 50 full time jobs created by the proposal are the 50 additional staff positions specified in the Statement of Environmental Effects. In this regard, Shore School have orally advised Council at briefing meetings that it is **not intended to increase student or staff numbers** as a result of the proposed development.

This advice is inconsistent with the Major Project application and details contained in the Statement of Environmental Effects which state that the proposal has the capacity to accommodate approximately 500 additional students and 50 additional staff. More specifically, section 1.3 of the Statement of Environmental Effects states in relation to alternative design and expansion options that:

*Alternative design and expansion options include:*

- *No school expansion: This option is not feasible as Shore's existing and planned future student population cannot be accommodated on the existing Shore site. Additional buildings and grounds are required.*

The claim that it is not intended to increase student or staff numbers is also inconsistent with the submitted Transport and Accessibility Impact Assessment which assesses the proposal on the basis of 500 additional students and 50 additional staff.

Finally, the claim of no increase in student or staff numbers is inconsistent with the very nature of the proposal, which seeks approval for additional gross floor area of 5,345.80m<sup>2</sup> at a cost of \$38,781,805. It is considered unrealistic to suggest that the 5,345.80m<sup>2</sup> of additional floor area at significant expense will not result in an expansion of the school population.

On the basis of the above it is assumed that for the purpose of this assessment, the proposal will eventually (by the completion of Stage 3) result in an additional 500 students and 50 staff at the school. The expansion will be able to occur at any time after the concept plan consent is granted and further review will be precluded.

In relation to community access to the Graythwaite site, the applicant has provided a Statement of Commitment as follows:

*"Community access to the Graythwaite site will be available at nominated times throughout the year (eg. Heritage Week by arrangement). Community access will only be provided on the basis that it does not interfere with normal school activities."*

How community access can be in any way granted is questionable given the fact that by their very nature, schools do not lend themselves to public access for well founded safety and security reasons.

## **Stages 2 and 3**

Development in proposed Stages 2 and 3 (subject to further Project Applications) includes the following:

### **Stage 2**

- Development of a new building to the north of the house which may be used for education or administration purposes (North Building);

- Demolition of the Ward Building to the east of Graythwaite House;
- Construction of a new building (two wings) to the east of the house for additional classrooms, teaching or other educational facilities (East Building);
- Capacity or potential to accommodate approximately 100 students and 10 staff.

- Construction of a new building to the west of the Graythwaite House for additional classrooms, teaching or other educational facilities (West Building). The West Building is proposed to be set back 16.8m to 18.6m from the western side boundary of the property, adjoining dwellings at Nos.25-37 Bank Street. It is noted that details of the proposed West Building are limited and that no elevations, particularly the west elevation, or perspective drawings have been provided with the application, despite adequate information, details and levels being available to prepare detailed shadow diagrams, floor plans for four (4) levels and an east-west section showing the West Building connecting through to the Tom O'Neill building;
- Capacity or potential to accommodate approximately 400 students and 40 staff;
- Potential demolition and replacement of the Tom O'Neill Centre.



**Figure 3 – Concept Plan staging diagram.**

## **STATUTORY CONTROLS**

North Sydney LEP 2001

- Zoning – Special Uses Hospital (Graythwaite); Special Uses School (Shore School)
- Item of Heritage – Yes (Graythwaite – State Heritage Register)
- In Vicinity of Item of Heritage – Yes (multiple, including Shore School buildings)
- Conservation Area – No
- FSBL – No

S94 Contribution – No

Environmental Planning & Assessment Act 1979

SEPP No.19 – Bushland In Urban Areas

SEPP No. 55 – Remediation of Land

SEPP (Major Development) 2005

SEPP (Infrastructure) 2007

SREP (Sydney Harbour Catchment) 2005

Draft North Sydney LEP 2009

## **POLICY CONTROLS**

DCP 2002

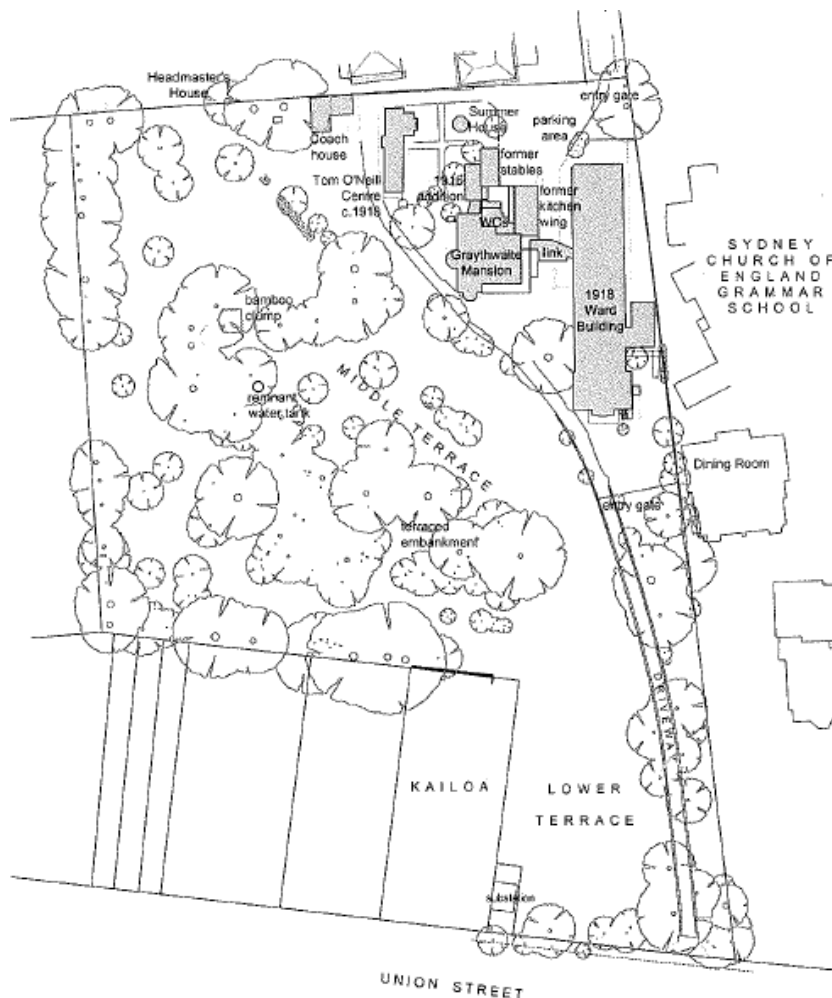
## **DESCRIPTION OF LOCALITY**

The site comprises Graythwaite and part of Shore School, with frontages to Edward and Union Streets, North Sydney. The legal description is Lot 2 DP 539853 (Graythwaite site) and part of Lot 1 DP 120268 (Shore site). The site area of Graythwaite is 2.678 ha.

Existing buildings on the Graythwaite site are located on the upper terrace to the north-east, accessed via a curved driveway from the main gate in Union Street.

Existing buildings and structures include:

- The Graythwaite house complex—house, kitchen wing, former c1833 stables, former massage room/doctor's room, lavatory/bathroom block addition, associated enclosed links, courtyard and garden/yard walls;
- The c1882 coach house;
- The former Tom O'Neill Centre (1918);
- The ward building (c. 1918), recreation room and lavatory/bathroom block and link to the house.



**Figure 4 – Existing site plan**

## RELEVANT HISTORY

In October 2009, Sydney Church of England Grammar School (Shore) purchased the Graythwaite site with the objective of integrating the site into the existing school grounds.

Council were advised in correspondence from the Department of Planning, dated 1 October 2010, that an application had been received pursuant to Part 3A of the EP&A Act for the subject Concept Plan and Project Application for the site. Council was requested to review the draft Director-General's Requirements. Council provided a list of matters for inclusion in the DGR's in correspondence dated 18 October 2010.

Council was formally notified of the proposed Part 3A development on 19 January 2011, with the exhibition period starting on 27 January 2011 and concluding on 14 March 2011. The exhibition period end date was extended by the Department of Planning, from 28 February 2011 to 14 March 2011 as a result of a number of adjoining properties not being notified in writing of the proposal.

## **REFERRALS**

### **Heritage**

Council's Conservation Planners have reviewed the proposal and provided the following comments:

#### **1. BACKGROUND**

*The following is a summary of the conclusions and recommendations of Council's Conservation Planners, in regards to the heritage impact of two Major Projects applications for works at Graythwaite.*

*The applications are for a staged development to accommodate facilities for use by the current owners of the site, being Sydney Church of England Grammar School (Shore). The application is for approval of two proposals which have been deemed 'Major Projects' and are therefore being assessed under Part 3A of the EPA. Council is not the approval authority, but has been asked to provide comments.*

*The current submission includes two separate applications:*

- **Application MP10\_0149** is for a concept master plan for the entire site, that outlines three future stages of works.
- **Application MP\_0150** is for the stage one works. Stage One works include the restoration of the Graythwaite House, works to the Tom O'Neill Centre and Coach House, new perimeter fences and gates, landscape and drainage works and change of use to educational establishment.

*The works have been assessed for their impact on the built and landscape heritage of the site. Full details of these assessments are in the following attachments:*

- *Built Heritage Assessment.*
- *Landscape Heritage Assessment.*

*The conclusions and recommendations of that report are summarised below.*

#### **2. CONCLUSIONS AND RECOMMEDATIONS**

*An assessment of the proposed works at No. 20 Edward Street has been undertaken in relation to Clause 44 and 48 (Heritage Items), Clause 49 (Conservation Areas) Clause 50 (development in the vicinity of Heritage Items) of the North Sydney LEP 2001 and Section 8.8 (Heritage Items and Conservation Areas) of the North Sydney DCP 2002.*

##### **A. BUILT HERITAGE**

###### **Summary:**

*The Stage One works propose the full restoration and conservation of Graythwaite House, which is strongly supported on heritage grounds. The Concept Master Plan proposes works that have generally been designed with respect to the heritage significance of the site and seek to minimise any adverse impact, with some exceptions. The change of use to an 'educational establishment' is considered acceptable on heritage grounds.*

**General Concerns:**

*Notwithstanding the above, three significant concerns are raised in relation to the applications, and a number of other recommendations are suggested in order to ensure that an adverse heritage impact is minimised.*

- a) **Lack of Heritage Council Endorsement of 2010 Graythwaite Conservation Management Plan:** *The current Part 3 applications have been lodged for determination prior to the endorsement of the 2010 Conservation Management Plan for the site. This is considered to be highly inappropriate. It is considered that the Heritage Office should be given the opportunity to comment on, finalise and endorse the CMP prior to assessment of these applications, as this document would guide the assessment of the Heritage impact of the works.*

*It is recommended that Council request that assessment and determination of the applications be postponed until such time as the Heritage Council has endorsed the final 2010 Conservation Management Plan, so that it can be used to facilitate the assessment of the applications.*

- b) **Potential changes to the historic lot boundaries and impact on the acknowledged heritage curtilage of Graythwaite:** *The State Heritage Register listing and CMP 2010 establish the heritage curtilage of the Graythwaite site as being the current (and historic) lot boundaries. The East buildings are proposed to be located across the lot boundary between the current Graythwaite site and Shore School. There is no discussion in the application documents about what impact this has on the historic curtilage of the site. Although there does not appear to be an intention to amalgamate the sites or change the lot boundaries at this stage, changes to the boundaries may be being considered at a later stage. Concerns are raised about the impact that any such changes may have on the historic curtilage of the Graythwaite site. Accordingly, it is requested that an assessment of the heritage impact of the construction of the structures across the lot boundary, and clarification of any changes to the lot boundary in future stages of the development, be submitted before any approvals are granted.*

- c) **BCA Upgrade, including Fire Safety Upgrade**

*The proposal to upgrade Graythwaite House to the BCA requirements, including the fire safety upgrade is inadequately resolved and will, as currently proposed, result in loss of heritage significance to the building.*

**B. LANDSCAPE HERITAGE**

**Summary:**

*The Stage One works propose the removal of weeds, the re-establishment of a heritage style landscape including the provision of a heritage style front fence, decorative gardens at the rear of Graythwaite House and reinstatement of the entrance avenue. Whilst the concept plan generally reinstates the Victorian character of large trees set in open grounds, serious issues are raised to the removal of significant under and middle storey levels, the loss of wildlife habitat and the loss of natural springs. The proposal is therefore not supported and significant redesign is required for the drainage proposal and landscape master plan.*

**General Concerns:**

*There are three significant concerns. A number of recommendations are suggested in order to ensure that the adverse impact to the heritage landscape is minimised.*

**a) Drainage**

- i) The master plan and CMP do not adequately address the heritage significance of the three springs, the water cistern and the circular pond. This is not supported.*
- ii) The proposed drainage design will re-direct stormwater from Graythwaite House, the Tom O'Neill Centre and the Coach House water off-site. This drainage proposal does not employ the principles of water sensitive urban design. The existing significant landscape has relied for the last 150 years on the current water regime where the water is retained on-site. The proposed drainage design will therefore compromise the long term health of the heritage-significant large trees and wildlife habitat. This is not supported.*

**b) Cultural Landscape**

- i) The proposal does not adequately assess the significance of, or provide management policies for significant landscape elements other than the trees including: the three springs, the well, cistern, circular pond and sandstone stairs.*
- ii) The detail design for the driveway material is to be resolved.*
- iii) Figure 4.4, page 89, in the CMP that identifies the landscape spaces and assesses their significance is considered to be inaccurate as it rates the area around Tree No 60 as low significance. Yet this area contributes to the vista of Graythwaite from the main driveway. The proposed palm trees on the driveway near the House are also to be removed.*
- iv) The proposal does not address the social significance of historic public access to the grounds of Graythwaite House.*

**d) Fauna**

- i) There will be significant removal of under and middle storey in the Landscape proposal that specifies the removal of weed species. This will result in significant loss of habitat, particularly for small birds such as the Scrub Wren that will generally only travel 5 m in the open and require thick shrubberies in which to feed and nest.*
- ii) The Flora and Fauna study was conducted in winter and has not identified the presence of amphibians known by locals in the springs and water cistern.*



### **3. RECOMMENDED CONDITIONS**

*Should the application be approved, it is recommended that the following conditions be applied:*

#### ***Application MP\_0150 for Stage One works:***

- *The proposed lift to Graythwaite House be lowered in height to no higher than the gutter line of the House, and sensitively designed to minimise its impact on the listed building. A hydraulic system with basement overrun should be implemented, in order to reduce the height of the structure*
- *Council place a Fire Order on Graythwaite House and its associated buildings to ensure that the heritage significant fabric is retained and that the overall design does not rely on new fire doors or sprinkler systems. Consideration is to be given to an 'alternative solution' whereby early warning systems are employed.*
- *A suitably qualified and experienced heritage architect to be engaged to work with the BCA consultant and fire engineer to resolve the design of the BCA upgrade to ensure that heritage fabric is retained. Original features with medium, high or exceptional significance are to be retained. All new work should reflect the character of the building. Fire fighting equipment, and egress detection systems are to be located sympathetically with regard to the character of the buildings to be upgraded. Such items are not to be placed in highly intrusive locations and are to be designed to have the least impact to the significant fabric whilst also having proper regard to fire safety requirements. Details to be submitted to Council.*
- *All building and fire regulations, notices and signs are to reflect the style of the building and where possible, use traditional materials.*
- *All emergency lighting is to reflect the style of the building and where possible, use traditional materials.*
- *Consideration is to be given to using Edward St as the fire truck entry point and the fire hydrant and fire panel therefore to be located at the rear of Graythwaite House rather than detracting from the significant front façade. The fire hydrant is to be located in a box and labelled in a contrasted colour and located sympathetically within a landscape setting. The fire board is to be located sympathetically and painted to be visually sympathetic to the building.*
- *Proposed hose reels and fire extinguishers to be enclosed sympathetically, coloured in a contrasting colour and labelled.*
- *Alternative fire solution to be designed such that the original Victorian round door handles and timber doors are to be retained and cupboards under the staircase are retained.*
- *Details of the proposed First Level verandah and Widow's Walk balustrades, and their compliance with BCA, should be submitted to Council for comment ensuring that they are based on historic evidence.*
- *Details for the usage of the fire places and chimney are to be provided.*
- *Detail design for dormer windows and windows on stair landings with sill heights below 865mm to be advised on how BCA compliance is to be achieved. Consideration may be given to the insertion of a simple horizontal rail at 1m height.*
- *Details regarding the provision of air conditioning and/or heating to be provided.*
- *Existing glazing is not to be substituted with double glazing.*

***Application MP\_0149 for Concept Master Plan:***

- *Concerns are raised about the location of the East building across the lot boundaries between the Graythwaite site and Shore School, and the potential heritage impact of any future changes to the lot boundaries and historic curtilage. Further information and analysis of the potential heritage impact should be submitted.*
- *The height of the East Building (North and South) should be reduced in height in order to be subservient to Graythwaite House.*
- *The detailed design of all proposed new buildings (East, North, West) must be guided stringently by the 'High Level Design Objectives' and 'Building Descriptions' and 'Building Materials', as given in the 'Graythwaite Planning Parameters' document. The buildings must be designed and detailed under the guidance of, and fully supported by, a heritage architect of considerable experience.*
- *Objections are raised to the proposed demolition of Tom O'Neill Centre in Stage 3, which is contrary to the recommendations of the CMP.*
- *The existing stormwater proposal for Graythwaite House, the Tom O'Neill Centre and the Coach House to be deleted.*
- *The site to be identified as being comprised of varying hydrozones for water conservation, harvesting and re-use to ensure very little or no net loss of water from the site, as the existing landscape of 2.678 ha has relied on the existing water regime for over 150 years.*
- *Stormwater from the existing buildings is to be water harvested and reused on site in the form of landscape treatments designed by the Stormwater Engineer and a Landscape Architect using the principles of WSUD.*
- *Natural springs to be retained and not drained. Opportunities for ephemeral wetlands to be designed by a Landscape Architect into the Landscape Plan.*
- *The identification and description of landscape elements other than plants including the three springs, well, cistern, pond, sandstone stairs and WW2 bunkers to be included on pages 97-98 of the CMP, graded in terms of significance and identified accordingly in the CMP for future management and maintenance.*
- *The Giant Bamboo, three springs, well, cistern, pond, sandstone stairs and WW2 bunkers to be clearly identified on all the drawings to ensure their protection.*
- *Heritage and landscape interpretation of the three springs, well, cistern, pond, sandstone stairs and WW2 bunkers is to be shown on a Landscape Plan, by a suitably qualified and experienced heritage landscape architect, to ensure their interpretation and protection.*
- *Plan to be submitted showing the existing trees and Giant Bamboo with the existing contours, proposed contours and proposed new works.*
- *Figure 4.4 to be amended such that the area to the west of the Ward Building in front of Graythwaite House be included as having high significance, particularly as the Fig Tree in this area is classified as having high significance.*
- *Further documentation, prepared jointly by a Landscape Architect and Fauna Expert, is required with regard to the replacement of weed species with suitable native species, to ensure that adequate habitat is retained for existing fauna. This is to include the rainforest habitat on the central slopes.*
- *Physical removal of weed species and subsequent replacement to occur over a time frame of one year (minimum) such that there is no wholesale loss of habitat. Bushland regeneration techniques to be used. A recommended project time schedule is requested that identifies the areas to be cleared/modified/re-planted against a timeframe.*

- *The detail design of the front fence to Union St to be based on historic evidence and to use traditional materials.*
- *The product specification for the bonded gravel driveway material to be similar in appearance to that used at Kailoa such that is a realistic appearance.*
- *The social significance of public access to the grounds of Graythwaite House to be addressed in the CMP and Master Plan.*

## **Traffic Engineer**

The proposal was referred to Council's Traffic Engineer, who has raised a number of concerns, as follows:

### ***Existing Development***

*The Graythwaite site was most recently used as a nursing home under the ownership of the NSW Department of Health. Vehicle access to Graythwaite is provided via driveways to Union Street and Edward Street. There are seven marked parking spaces on the Graythwaite site.*

*The existing school has 1,430 students, 240 full-time staff and 150 part-time staff. The school currently has 151 formal car parking spaces.*

### ***Proposed Development***

*It is proposed that the development will be staged over 10-15 years as follows:*

- *Stage 1 – Restoration of Graythwaite House and associated buildings. No additional students or staff.*
- *Stage 2 – New buildings accommodating an additional 100 students and 10 staff*
- *Stage 3 – New buildings accommodating an additional 400 students and 40 staff*

### ***Parking***

*Stage 1 includes formalisation of the existing on-site parking to provide six visitor car parking spaces and one space for use by the site's caretaker.*

*Stage 2 proposes the construction of a basement car park for 41 vehicles underneath the new East Building, with access via Union Street. The Halcrow report states that Stage 2 will be allocated for staff or visitor parking during school days, and it would be available at other times for meetings outside of school hours.*

*Stage 3 does not include the addition of parking.*

*The North Sydney DCP 2002 and draft North Sydney DCP 2010 outlines a maximum parking rate of 1 space per 6 staff. The existing school has 240 full-time staff and 150 part-time staff. Assuming the 150 part-time staff is 100 full-time equivalent staff, this gives 340 full-time equivalent staff in Stage 1. In Stage 2 this will rise to 350 full-time equivalent staff and in Stage 3 this will rise to 390 full-time equivalent staff. Under the DCP, a maximum of 65 parking spaces is required for 390 full-time equivalent staff. A conservative calculation, taking into account all of the part-time staff gives 440 staff which equates to a maximum of 74 parking spaces. The School already has 151 formal parking spaces.*

*Therefore at Stage 1, the school already has 132% more parking than that envisaged under the current and draft DCP. Increasing the parking by 48 parking spaces will see the development exceeding the maximum parking space limits set out in the DCP by 169% at Stage 3. This is of significant concern.*

*I do not accept Halcrow's argument in Section 5.2.4 that parking is required to meet the needs of staff and despite proximity to public transport. If parking is restricted on-site, and on-street parking is increasingly restricted within easy walking distance, then all commuters to the CBD (including teachers and students associated with this development) will be forced to consider their travel options, with public and sustainable transport modes as the preferred option.*

*Council must take into consideration the development in the context of North Sydney as a whole. Council's LEP and DCP have been prepared in consideration of the overall impact of future development on the local area. Traffic generation is one of the key impacts associated with new developments. North Sydney is a high density area and congestion and traffic generation issues are of particular concern to the community and impact greatly on resident amenity.*

*The parking rates as outlined in Council's DCP were a deliberate policy decision of Council to restrict car parking and therefore car ownership and commuting by car in the busy CBD/ retail areas close to good public transport. Council's strategic plan, the 2020 Vision states, "Public transport and alternative means of transport are the mode of choice for trips to, from and within North Sydney. The community's reliance on the car has reduced. Considerable effort has been made to improve public transport and reduce traffic congestion, particularly through the use of more innovative and environmentally friendly systems".*

*The various State and Local policies and plans quoted in Section 3 Strategic Context of Halcrow's report all support and prioritise the utilisation of public and alternative transport modes above private motor vehicles.*

*If Council were to permit all developments to provide 169% more parking than is permitted under the DCP, the road network in North Sydney, and particularly the North Sydney CBD where this development is located would increasingly reach failure point.*

*It is accepted that the existing seven marked parking spaces on Graythwaite can remain under "existing use" rights. However, it is recommended that Council not permit the construction of the proposed 41 space car park in Stage 2 for the reasons stated above.*

### **Traffic Generation**

#### **Stage 1**

*I concur with Halcrow's findings that the parking and net traffic generation associated with Stage 1 of the proposal is not considered to have an adverse impact on the road network.*

## ***Stage 2***

*As above, the addition of 41 new parking spaces is not supported. If this parking is provided, I concur with Halcrow that it is likely to result in 21 peak hour vehicle trips.*

*It is understood that it is proposed to have an additional 100 students in Stage 2, however it is unknown whether these will be preparatory or senior students. I concur with Halcrow's calculations that 100 preparatory students is likely to result in an additional 96 peak hour vehicle trips and 100 senior students is likely to result in an additional 48 peak hour vehicle trips.*

## ***Stage 3***

*In Stage 3, the School is seeking to have an additional 100 preparatory students and 400 senior students. I concur with Halcrow's calculations that this is likely to result in an additional 288 peak hour vehicle trips.*

*The addition of 288 peak hour vehicles will have the following impacts:*

- *A decrease in service levels on the surrounding road network and increase in congestion;*
- *A decrease in resident amenity;*
- *Localised parking and congestion issues associated with the School pick-up/ drop-off.*

## ***Road Network***

*Due to the size of the school, with multiple access points, traffic generation and impacts are somewhat dispersed throughout the surrounding streets.*

*I generally concur with Halcrow's calculations that the surrounding road network can generally physically accommodate the proposed additional vehicle movements. There will be modest decreases in service levels at the intersections.*

*The intersection of concern is Edward and Mount Street. This intersection is already experiencing significant congestion and delays, as demonstrated by the photos below. This is discussed further below. The proposed development will increase the average delays at this intersection. The existing congestion at this intersection already impacts on pedestrian accessibility. There are numerous school children crossing at this intersection, and they are currently forced to cross between queued vehicles. It is appropriate that the School pays to upgrade the pedestrian facilities and access at this intersection in order to safely cater for the number of pedestrians forced to interact with queued vehicles at this location.*

## ***Resident Amenity***

*The definition of the impact on residential/environmental amenity by varying levels of traffic flow is extremely complex. Perceptions of impact vary greatly from person to person. Traffic flows that one person may find perfectly acceptable may be considered excessive by another. Impact is affected by the nature of the street and the area in which it is located, its width, building setbacks, grades, etc. as well as by the speed of traffic and the mix of cars and heavy vehicles.*

*The functional classification of the street is important when determining the impact on residential/environmental amenity. The RTA's Guide to Traffic Generating Developments states that the environmental capacity performance for a collector road is a goal of 300 vehicles per hour and a maximum of 500 vehicles per hour. The RTA's Guide to Traffic Generating Developments states that the environmental capacity performance for a local road is a goal of 200 vehicles per hour and a maximum of 300 vehicles per hour.*

*Utilising Halcrow's distribution figures, the proposed development will have the following impact on vehicle volumes on the surrounding streets:*

Street	Existing AM	Existing PM	Goal	Maximum	Stage 3 AM	% Increase	Stage 3 PM	% Increase
Mount Street	221	122	200	300	256	15.8	159	30.3
William Street	244	87	200	300	340	39.3	183	110.3
Edward Street, north of Mount	298	147	200	300	359	20.5	206	40.1
Edward Street, south of Mount	287	111	200	300	383	33.4	207	86.5
Blue Street	322	117	200	300	386	19.9	161	37.6
Union Street	551	408	300	500	565	2.5	426	4.4

*The proposed development will increase student numbers by 35%. The impact of this proposed development on resident amenity will be significant. The maximum environmental capacity in William Street and Edward Street will be exceeded in the AM Peak.*

*The increase in vehicle volumes will be experienced over two major steps, at Stage 2 and Stage 3. I concur with Halcrow that the Environmental Capacity guidelines are not absolute thresholds. Of significant concern is the impact of the development on vehicle volumes in surrounding streets in percentage terms. There will be a large and sudden increase in vehicles due to one development, albeit over two stages, rather than a gradual increase caused by a number of smaller developments over a number of years. Therefore the impact of this increase in vehicles is more likely to be "felt" by the local residents and community.*

### **Localised Parking and Congestion Issues**

*As demonstrated by Figures 6 and 7 in Halcrow's report, the peak period at Schools is usually short and intense, particularly the PM peak. This therefore leads to localised parking and congestion issues adjacent to the school, for a short period of time during the two daily peaks. This congestion and demand for parking can then impact on student safety, with vehicles being frequently double-parked and children being expected to cross the road amongst the congestion.*

*Halcrow have noted in their report in Section 2.4.2 in relation to the Preparatory School pick-up/ drop-off facility that "Observations indicate that some congestion occurs during the peak PM pick up period. This suggests that the facility is approaching capacity under its current operation management". Section 5.2.2 of the Halcrow report states that if the Preparatory school is expanded, the School will examine strategies to address the additional traffic load in Edward Street. This is not acceptable. The addition of 96 two-way vehicle movements associated with the Preparatory School is a significant issue which needs to be addressed prior to any approval.*

*An on-site visit was undertaken on Wednesday 9 February 2011. The following photos were taken between about 3pm and 3.10pm.*



*Photograph 1: Cars were observed, queued along the length of Edward Street, south of Mount Street, approximately 100 metres.*



*Photograph 2: Up to five cars were observed queued on Mount Street, east of Edward Street*





*Photograph 3: Cars were observed queued in Edward Street, north of Mount Street. Cars were observed to be queued as far as Oak Street, approximately 60 metres.*



*Photograph 4: An impatient motorist travelling southbound on Edward Street, travelled onto the wrong side of the roadway to overtake a queued vehicle to then turn left into Mount Street*





*Photograph 5: An impatient motorist travelling westbound on Mount Street, travelled onto the wrong side of the roadway to overtake three queued vehicles to then turn right into Edward Street.*



*Photograph 6: A vehicle was queued into the intersection. The westbound bus was then forced to “cut the corner”, crossing onto the inside corner of the intersection to turn from Mount Street into Edward Street.*

*The photographs demonstrate the existing level of congestion and unsafe driver behaviour currently being experienced around Edward Street and Mount Street, associated with the school pick-up. The existing school pick-up/ drop-off zone does not adequately cater to the existing number of students who travel by private vehicle to the site.*

*As well as the above photographed incidents, two motorists were observed leaning out of their windows and yelling at each other on Edward Street. A southbound motorist on Edward Street, north of Mount Street could not enter the southern side of Mount Street, due to queued vehicles. She was therefore queued north of Mount Street. A motorist further north of her vehicle, who wished to turn left into Mount Street honked the horn, and the two motorists were observed shouting abuse at each other. This incident highlights the existing level of motorist frustration and impatience.*

*The majority of Senior School students are dropped off at the William Street school entrance. There are already significant congestion and road safety issues associated with students being dropped off near the William Street school entrance. The proposed additional students will add to these localised congestion and road safety issues.*

*Given the significant nature of this proposed development with a proposed increase in student numbers by 35%, it is essential that the School makes formal arrangements for the pick-up and drop-off of the students. It is therefore recommended that the development incorporate a formalised on-site pick-up/ drop-off zone for the Preparatory and Senior school students. The on-site facility will reduce congestion issues on the surrounding local roads and a formalised arrangement will increase safety for through traffic in the area as well as the school students. The location of this on-site pick-up/ drop-off point should be determined by the School to best fit in with the other operational needs of the site.*

*It is noted that the provision of an on-site pick-up/ drop-off facility, depending on its entry and exit points, will significantly alter traffic patterns. Therefore the level of impact of the proposed development on the traffic network, as well as resident amenity issues will need to be assessed further.*

### **Buses**

*Shore currently has up to eight buses in Mount Street in the afternoons, to take the students to after-school sports. Halcrow have stated that this is likely to increase to nine buses in Stage 2 and 11 buses in Stage 3.*

*I disagree with the statement on page 21 that “It is understood that Council has acknowledged that bus operations are part of all schools’ activities and that the Mount Street bus stops are considered to be a practical location for this travel task”. It is noted that this is currently the appropriate location for the bus stops, in preference to surrounding streets such as William Street or Edward Street. Any conversations I have had with the School regarding the buses in Mount Street have been in the context of the current development, not any proposed future development.*

*The existing Shore buses in Mount Street already cause significant congestion issues and potential safety issues. There is a Bus Zone which can accommodate 3-4 buses. On-site observations reveal that buses are not being managed/ staggered and therefore buses are frequently observed double-parking and/ or parking outside of the formal Bus Zone.*

*An on-site visit was undertaken on Wednesday 9 February 2011. The following photos were taken between about 3pm and 3.10pm.*



*Photograph 7: Queued buses in Mount Street*



*Photograph 8: A queued bus is double-parked in Mount Street*





*Photograph 9: The double-parked queued bus forces through motorists to cross onto the wrong side of the road.*



*Photograph 10: The end of the queue of waiting buses. These three buses are parked in the No Parking zone on Mount Street, between William Street and the Pacific Highway (opposite the Post Office). The buses were observed to be parked at this location for longer than two minutes.*

*Given this proposed significant redevelopment with a proposed increase in student numbers by 35%, it is appropriate that the School now provides on-site accommodation for the buses. The benefit of this is:*

- The existing bus zone parking can be returned to regular timed parking for the benefit of the wider community;*
- Relocating the buses will reduce the current congestion issues in Mount Street;*
- Relocating the buses will increase safety for through traffic in the area;*
- A formalised arrangement on-site will increase safety for the school students, as they are no longer required to interact with general traffic in the area.*

*The location of this on-site bus zone should be determined by the School to best fit in with the other operational needs of the site.*

### ***Pedestrians***

*43% of staff and students walk to the site or walk from public transport to the site and 55% of staff and students leave the school on foot. The proposed development will therefore see a significant increase in pedestrian activities. It is important that these additional pedestrian movements are adequately catered for in a safe manner. It is therefore recommended an operational transport plan incorporate consideration into pedestrian access and safety.*

### ***Bicycles***

*The applicant has stated that bicycle parking will be provided in Stage 1 works, within the existing site. No detail has been provided about this bicycle parking.*

*The survey undertaken by Halcrow indicates that at the moment just four people (0.5%) ride to the school. This low take-up rate is not surprising given the catchment area for the school. The provision of improved bicycle facilities may encourage additional students and staff to ride to work.*

### ***Through Pedestrian & Bicycle Access***

*The combined Shore School and Graythwaite site are large sites, which provide a significant barrier to pedestrian and bicycle links in the area. From a community access point of view, it would be desirable to have pedestrian and bicycle access through the site. It is understood that the School has safety concerns for the children in relation to full public open access to the site. It is understood that the School intends to allow informal through site access, whilst maintaining the right to ask undesirable people to leave the site.*

### ***Conclusion***

*It is recommended that this development not be approved until the following matters have been addressed:*

- 1. That the applicant not be permitted to construct the proposed 41 space car park underneath the new East Building.*
- 2. That the applicant provide a formal pick-up/ drop-off facility for the Preparatory and Senior students on-site.*

3. *That the applicant provide a formal bus zone on-site which can be managed to accommodate 11 buses on a staggered basis.*
4. *The applicant review the traffic and transport issues associated with the proposed development, once the above modifications have been incorporated.*

*Should this development be approved, it is recommended that the following conditions be imposed:*

1. *That a Construction Traffic Management Program be prepared and submitted to Council for approval by Council's Traffic Committee prior to the issue of the Construction Certificate for each of the three Stages. Any use of Council property shall require appropriate separate permits/ approvals.*
2. *That an operational Transport Management Plan for delivery and garbage vehicles, for the operation of the on-site bus zone, for the operation of the on-site pick-up/ drop-off zone and to address pedestrian access and safety for staff and students walking to the site shall be prepared and submitted to Council for approval by Council's Traffic Committee prior to the issue of the Occupation Certificate for Stage 2.*
3. *A green travel plan is to be developed to highlight to staff and students the available public and alternative transport options for travelling to the site. The green travel plan is to include development of a school car pooling system to encourage multiple occupants in each vehicle. This is to be submitted to Council for approval by the Director of Engineering and Property Services prior to the issue of the Occupation Certificate for Stage 2.*
4. *All vehicles, including delivery vehicles, garbage collection vehicles and buses must enter and exit the site in a forwards direction.*
5. *The driveways to the site must be modified such that there are minimum sight lines for pedestrian safety as per Figure 3.3 of AS 2890.1.*
6. *That a minimum of 10 undercover bicycle parking spaces be provided for use by the students and staff.*
7. *That end-of-trip shower and locker facilities be provided for use by those that cycle to the school.*
8. *That all aspects of the bicycle parking and storage facilities comply with the Australian Standard AS2890.3.*
9. *That the developer pay to upgrade the lighting levels to the Australian Standard in William Street, Mount Street, Edward Street and Union Street, adjacent to the site.*
10. *All driveway exits from the school are to have signage which says "Stop – Give Way to Pedestrians".*
11. *That the developer pay to improved pedestrian access and safety at the intersection of Mount Street and Edward Street. The plans are to be subject to community consultation and submitted to the North Sydney Traffic Committee for approval, with the works to be constructed prior to the issue of the Occupation Certificate for Stage 2.*
12. *That it be noted that Council will reduce the length of the existing bus zone in Mount Street to accommodate one bus, for use by the Mary Mackillop site.*

## **Building**

Council's Executive Assessment Officer (Fire Safety) has provided the following advice:

### ***Classification***

*Council assessment of Davis Langdon upgrade report for Graythwaite House - The level of safety within the report has been assessed under clause 94 of the EP&A regulation and the proposed classification of the building has been assessed under Part 3 of the BCA as a mixed classification of class 5 (office) and 9b (assembly portion) of the building.*

*The current classification of the building is class 9a (hospital) and as such would also need to be assessed within the Development Application for a change of use (change of classification to Class 5 & 9b) under clause 93 of the EP &A regulation.*

### ***Assessment for the purposes of issuing a Construction Certificate***

*On page 12 of said report, (Item 8 Recommendations) it refers to the issuing of a Construction Certificate in regard to Section 4 ((BCA Upgrade Items) and Section 6 (proposed fire engineering). Section 5 BCA non compliances not proposed to be upgraded will not be addressed under the construction certificate other than saying these items have not been addressed given the heritage of the building.*

*This assessment does not comply with the Environmental Planning & Assessment Act & Regulations as the construction certificate assessment is for the whole building and therefore BCA non compliances need to be addressed in accordance with BCA Clause A0.4 by meeting the performance requirements and therefore the report needs to be amended to address Part 5 (BCA non-compliances – not proposed to be upgraded by either:*

- 1. Compliance with Section 98 (prescribed Conditions) of the regulation in that:
  - (a) (1)(a) - "any development consent requiring building work **must** be carried out in accordance with the current Building Code of Australia",*
  - (b) (3)(b) construction certificate in any other case, or**
- 2. Exemption sort from the Director General under Clause 7 Section 187 (modification of the Building Code of Australia Standards) for an existing building and/or*
- 3. Exiting building Fire Safety non compliances be addressed under EP&A Act Section 121B Clause 6.*

*In general terms when issuing a Construction Certificate it must comply with the BCA or apply for exemptions under Sections 187 and 188 of the regulations.*

*When applying Section 94 (consent authority may require buildings to be upgraded) a consent authority is to take into consideration whether it is appropriate to require the existing building to be brought into total or partial conformity.*

*When exempting fire safety requirements (as in this case Part 5 of the report) a case needs to be raised specifically in regard to those requirements showing that life safety is not compromised. Just to say that as the building is heritage. The fire protection of a building is to be taken holistically where all the requirements of the BCA come together to provide the protection of the occupants not taking portions away and not explaining who this does not lessen the fire protection of the building.*

*A good example is when an existing building is the subject of a fire upgrade then under Section 121b of the EP&A Act Clause 6 the existing building is upgraded to ensure or promote adequate fire safety or fire safety awareness. Heritage requirements do not override life safety. This has not been addressed in the report.*

#### ***Section D Structural provisions of the BCA***

*The report does not mention the structural integrity of the existing buildings by a structural engineer. I would have assumed this has already been. There is little point having a design statement for new works if the existing base buildings have not been checked.*

#### ***Specific Non Compliances not addressed/suggestions within the report:***

1. ***Part 7 (Essential Fire Safety Measures)*** – This section states that certification of fire safety measures on a yearly basis is to be in accordance with AS 1851. This does not comply with the regulations as AS 1851 is not recognised by the Building Code of Australia and should be assessed to its performance standard.
2. ***Part 5 Clause 5*** – In regard to no storage to subfloor area it is suggested that signage be placed in an appropriate position to address this and that this be noted on the Fire Safety Schedule to be checked each year.
3. ***Appendix 1 (BCA provisions) Page V BCA Clause C2.8 (separation of classification within the same storey)*** – The assessment of this particular part has been assessed as non applicable. This is not the case as the BCA requires fire separation between the Class 5 portion and the Class 9b portion and need to be addressed within the performance requirements as an alternative solution.
4. ***Appendix 1 (BCA provisions) Page V BCA Clause C2.9 (separation of classification in different storeys)*** – This applies to the residential portion of the coach room where fire separation needs to be provided between the ground floor class 5 and upper class 4 portion. The stair needs to be fire separated and not to discharge within the class 5 portion (ie essentially a fire isolated stair and passageway). Also the path to travel is compromised by windows and needs to be addressed under BCA Clause C3.11 & D1.7 (C).
5. ***Appendix 1 (BCA provisions) Page ix BCA Specification C1.1 table 4 (Type B Construction)*** – The FRLs of elements of Construction being load bearing walls and columns (other than upper floor), bounding walls to public corridors (refer BCA definitions) non compliances need to be addressed by the fire Engineer.



6. **Appendix 1 (BCA provisions) Page Vi BCA Clause C2.12 (separation of equipment)** – not clear within the report as to whether this needs to be addressed in regards to the lift.
7. **Appendix 1 (BCA provisions) Page Vi BCA Clause C2.13 (Electrical Supply system)** – not clear within the report as to whether this needs to be addressed in regards to the main switch Board.
8. As an aside it may be prudent to check the existing electrical wiring system for compliance with AS3000. Not covered within assessment.
9. **Appendix 1 (BCA provisions) Page Vii BCA Clause C2.13 (Openings In Fire Isolated Exits)** – The report identifies this clause as non-applicable it is applicable. BCA requires fire isolated exits (stairs). Therefore a non-compliance needs to be addressed within the fire alternative solution report BCA Clause A0.10.
10. **Appendix 1 (BCA provisions) Page Viii BCA Clause C3.15 (openings for service installations)** – Clause needs to be considered by fire engineer where elements of construction requiring an FRL are to be provided in the building. BCA requires fire separation fire engineer needs to address this under BCA Clause A0.10.
11. **Appendix 1 (BCA provisions) Page ix (Graythwaite House? I think this may be the Coach House)** – Specification C1.10 as explained previously where part of the Construction certificate refer items 1,2 & 3 above.
12. **Appendix 1 (BCA provisions) Page xii Coach House Clause D1.7 – (travel via fire isolated stairs)** – Fire separation required to Class4 portion including stairs (Ref BCA Clause C2.9 Separation of Classification in different storeys & Specification C1.1 Clause 5.1 (e).) this essentially makes a fire isolated stair and passageway. Also the path to travel is compromised by windows and needs to be addressed under BCA Clause C3.11 & D1.7 (C).
13. **Appendix 1 (BCA provisions) Page xv Coach House Clause D2.16 – (Balustrades)** Please refer to Council's heritage officers comment in regard to heritage balustrade.
14. Refer Council heritage planners comments in regard to Hydrant, Hose Reel and Extinguisher cabinets and colour contrast.
15. Refer heritage comments in regard to heritage doors and fire doors.
16. It is suggested that if fire places are planned to be used, the use is to be in compliance with the POEO Act 1997 and in compliance with BCA Clause G2.3 (Open Fire Places).
17. **Appendix 1 (BCA provisions) Page xix Coach House Smoke Hazard Management** – It is suggested that an interconnect AS3786 smoke alarm system be placed between the ground floor office and the first floor residence.

## **Landscaping**

*I have inspected the property with the benefit of the submitted plans and Arborist's report.*

*The Development of the site is to be staged and there is little vegetation of significance threatened by stage one of the works with the majority of the plantings to be removed are either shrubs or small trees in poor condition, weed or undesirable species. The majority of the appropriate plantings in the garden area to the west of the "Graythwaite House" itself are being retained.*

*However I believe that my observations and commentary should cover the whole site and include what impacts stage two and three may have on existing vegetation.*

*The general nature of all the embankment, grassed areas and tree plantings to the west of "Graythwaite House" are as follows:*

- *The upper level of the embankment leads down to grassed area and the embankment itself has some quite valuable and desirable mature trees both native and exotic species, intermingled with numerous undesirable tree species such as Celtis sp., as well as many weed species including Privet, Ochna, Balloon Vine etc.*

*There are four mature Cotton Palms approximately 16-20 metres tall (indicated as trees T61, T61a, T190, T191 in the Arborist's report, they are shown as relocated to the lower embankment referred to below).*

*While no objection is raised with their relocation, my own observations are that they do not appear to be getting in the way of any proposed works, and I question why they are not retained in their existing location.*

- *The grassed area that acts as a terrace between the upper embankment and the lower embankment that leads down the Railway Tunnel and the rear of properties along the eastern side of Bank Street, has a few useful mature trees in dispersed within the area, a clump of Giant Bamboo and a number of undesirable and weed species growing amongst small Palm Trees and Tree Ferns and semi-mature and mature Fig Trees along its west and south western alignment.*
- *The lower embankment that descends down to western and southern boundaries of the property and has common boundaries with both properties in Bank and Union Street, is quite steep, undeveloped and consists of a number of mature Fig Trees, a couple of Eucalyptus Sp., a number a tree ferns, ferns and Palm Trees. However in dispersed between these plantings are numerous Pittosporum sp., undesirable and weed species. Due to the numerous Pittosporum sp. growing amongst the Figs, Palms and Ferns, the area has very much the feel of a rainforest pocket.*
- *Whilst there are numerous tree, shrub and groundcover plantings covering the whole property, the majority of plantings are contained within the lower embankment area.*

- *Stage two of the proposal will impact on little if any of the mature or valuable plantings on the property. However during the course of these works, or maybe even through stage one a mature Fig (indicated as tree no: 160 in the Arborist's report) may be removed as it has poor structural integrity and has been shown on the Taylor Brammer tree removal and retention plan as potentially removed subject to a further assessment and testing by the appointed Arborist. It is apparent from my own visual assessment of the tree that the majority of primary branching is re growth from limbs pruned potentially 40-50 years ago. As a result the tree does have a most unusual main trunk that consists of three or four main trunks that have grown together.*
- *Stage Three of the Development may impact on a number of mature trees; however they are either undesirable or weed species. The large Fig trees growing along the western boundary and south western boundary that act as privacy screens to residential properties in both Bank Street and Union Street do not appear to be impacted upon by the proposed works in stage three.*

*In conclusion there are a number of valuable and mature trees growing within the property, however the majority of all valuable trees will be maintained through all three stages of the development proposal and should not be threatened by the works. This is provided an Arborist is consulted during the works to ensure the protection methods contained within the submitted Arborist's report are undertaken.*

*It should be further noted that as this property has been allowed to fall into such a state of disrepair due to minimal maintenance for more than 50 years, the undeveloped portion of the site has been overcome by numerous undesirable and weeds species. If appropriate weed removal takes place and many of the useful and appropriate existing trees, shrub and Palm Tree plantings are retained and inter-planted with appropriate species the vegetative qualities of the western side of the property should be quite good and provide a reasonable privacy screen.*

*Recommended Conditions:*

#### ***Approved Landscaping Plan***

- A5. *Landscaping works on the site are to be undertaken generally in accordance with the landscaping plan numbered LA. DA.001, 002, 003, 004, 005 and 006, prepared by Taylor Brammer, dated 24/11/2010, and received by Council on 19/1/2011.*

*(Reason: To ensure appropriate landscaped area and landscaping amenity at the final inspection stage of the development)*

#### ***Protection of Trees***

- C43. *The recommendation contained within the Development Impact Report Assessment Report prepared by Earthscape Horticultural Services, dated November 2010, and received by Council on 19/1/2011, shall be implemented on site for the duration of the works. The Certifying Authority must ensure that the building plans and specifications submitted by the Applicant, referenced on and accompanying the issued Construction Certificate, fully satisfy the requirements of this condition.*

*(Reason: To ensure that appropriate tree protection measures are adopted and employed for the duration of works on the site)*

### ***Pruning***

*C45. Any tree pruning necessary for construction shall be carried out under the supervision of an appropriately qualified Arborist.*

*(Reason: To ensure the protection and longevity of existing significant trees)*

## **PUBLIC SUBMISSIONS**

Council was formally notified of the proposed Part 3A development on 17 January 2011, with the exhibition period starting on 27 January 2011 and concluding on 14 March 2011. As the consent authority, the Department of Planning rather than Council are responsible for notification and exhibition of the application and submissions must be directed to the Department.

Council has received copies of three objections lodged with the Department of Planning, one of which advising that independent heritage and planning advice is being sought by surrounding residents.

## **CONSIDERATION**

The relevant matters for consideration under Section 79C of the *Environmental Planning and Assessment Act 1979*, are assessed under the following headings:

### **STATE ENVIRONMENTAL PLANNING POLICY (INFRASTRUCTURE) 2007**

Clause 28(2)(b) of SEPP (Infrastructure) 2007 states:

#### **28    *Development permitted with consent***

*(2) Development for any of the following purposes may be carried out by any person with consent on any of the following land:*

- (a) development for the purpose of educational establishments—on land on which there is an existing educational establishment,*
- (b) development for the purpose of the expansion of existing educational establishments—on land adjacent to the existing educational establishment.*

The provisions of SEPP (Infrastructure) 2007 permit the development of the Graythwaite site for the purpose of expansion of an existing educational establishment on adjacent land, with consent. In this instance, the consent authority is the Minister for Planning.

The site is also subject to Division 15 of SEPP (Infrastructure) 2007, relating to excavation in, above or adjacent to rail corridors. The consent authority must obtain the concurrence of the CEO of Rail Corporation NSW (RailCorp).

Division 17 of SEPP (Infrastructure) 2007 relates to Roads and Traffic and clause 104 states:

**104 Traffic-generating development**

- (3) *Before determining a development application for development to which this clause applies, the consent authority must:*
  - (a) *give written notice of the application to the RTA within 7 days after the application is made, and*
  - (b) *take into consideration:*
    - (i) *any submission that the RTA provides in response to that notice within 21 days after the notice was given (unless, before the 21 days have passed, the RTA advises that it will not be making a submission), and*
    - (ii) *the accessibility of the site concerned, including:*
      - (a) *the efficiency of movement of people and freight to and from the site and the extent of multi-purpose trips, and*
      - (b) *the potential to minimise the need for travel by car and to maximise movement of freight in containers or bulk freight by rail, and*
    - (iii) *any potential traffic safety, road congestion or parking implications of the development.*

This clause requires the consent authority to consider the traffic, parking, safety and road congestion implications of the development. In this regard, Council's Traffic Engineer has provided detailed comments on the proposal and has raised a number of concerns in relation to impact on the surrounding road network.

**STATE ENVIRONMENTAL PLANNING POLICY (MAJOR DEVELOPMENT) 2005**

Clause 20 of Schedule 1 of SEPP (Major Development) 2005 identifies educational facilities as being Part 3A Major Development. Given the proposed development has an estimated capital investment value of \$38,781,805, it is in excess of the \$30 million threshold and under Clause 6 of the SEPP, the Minister has declared the project to be one to which Part 3A of the EP&A Act applies.

**NORTH SYDNEY LOCAL ENVIRONMENTAL PLAN 2001**

**1. Permissibility within the zone**

The site is zoned 'Special Uses - Hospital' pursuant to Clause 14 of NSLEP2001, and the proposed development for an educational establishment is prohibited under NSLEP 2001. However, the proposal is permissible pursuant to SEPP (Infrastructure) 2007, as previously discussed.

Pursuant to s.75R(3) of the EP&A Act, major project applications are only required to comply with State Environmental Planning Policies and other environmental planning policies (LEPs and REPs). However, s.75O(3) which relates to concept plans provides that the Minister may take into account the provisions of any environmental planning instrument that would not otherwise (ie, because of section 75R) apply to the project if approved.

In this instance, the DGR's require an assessment of compliance with both NSLEP 2001 and DCP 2002.

## **2. Objectives of the zone**

The particular objectives of the Special Uses Zone as stated in clause 14 are:

- (a) *identify land on which special land uses are carried out, and*
- (b) *minimise the impact of the use of that land on adjoining land.*

The proposed concept plan is considered to be inconsistent with objective (b) of the Special Uses Hospital zone, particularly with regard to the impact of the west building on adjoining residential properties in Bank Street and with regard to traffic and parking on the surrounding road network.

## **3. LEP Compliance Table**

<b>Site Area – 2.678ha</b>	<b>Proposed</b>	<b>Control</b>	<b>Complies</b>
Buildings in the Special Use Zone: A2 zone development standards apply			
Building Height (Cl. 17)	14m	8.5m	NO
Building Height Plane (Cl. 18)	Within plane	1.8m / 45° plane	YES
Landscaped Area (Cl. 20)	75%	60%	YES

The proposed west building has a maximum height of approximately 14m and steps down to the west. The building has a setback of 16.8m to 18.6m from the western side boundary of the site, for the first three levels (see east-west section). The building is then stepped back, with the 4<sup>th</sup> level set back 25.4m to 26.9m from the western boundary. The uppermost level (5<sup>th</sup> level) is set back 26.9m to 33.6m from the western boundary. The West Building will read as a 5 storey building from the adjoining dwellings to the west of the site, in Bank Street, with the upper two levels having a greater setback but remaining visible. Existing landscaping includes a number of Fig Trees adjacent to the western boundary of the site.

A number of dwellings are located immediately to the west of the proposed West Building, at Nos.25-37 Bank Street. These dwellings have their rear yards adjoining the boundary with the development site.

### **Impacts on adjoining land:**

#### **Solar Access**

The submitted shadow diagrams indicate that the West Building will not adversely affect the adjoining residential properties at midwinter. At 9am midwinter, based on the current building RLs, the West Building will cast a shadow over the rear of Nos.9-29 Bank Street, until approximately 10.30am but will not overshadow any adjoining properties by 11am. This would provide over 4 hours of solar access at midwinter which exceeds the 3hr requirement and is acceptable.

## Privacy

In the absence of elevations of the West Building, it is not possible to determine the impact on the privacy (both visual and aural) of the adjoining properties to the west, in Bank Street. This building has the potential to have four levels within the envelope as proposed and might be read as such from various vantage points in the vicinity of the site. Although Stage 3 would be the subject of a further Project Application to be publicly exhibited and open to submissions, it would be preferable to require further details of the proposed East and West Buildings, particularly elevations, to be provided at the Concept Plan stage, given that floor plans have been prepared and partial yet quite detailed perspectives have been included in the Planning Parameters document. The overall design and treatment of the elevations of the West Building are particularly important given that this part of the development interfaces with adjoining low density residential development.

## Visual Impact

Existing Fig Trees adjoining the western boundary of the site would to some extent soften the visual impact of the proposed West Building when viewed from the residences in Bank Street. Additional understorey landscaping below the Fig Tree canopies would be required as part of Stage 3 to further screen the West Building. It should be noted that additional screen planting will assist in providing visual privacy to the Bank Street residences, although it will not significantly reduce any noise generated by the school use. Regardless of existing and any future landscaping, it is considered that the West Building would have an adverse visual impact on the low density residential dwellings to the west.

## 4. Excavation

Clause 39 of NSLEP provides a number of objectives and controls with regard to minimising excavation and ensuring land stability and the structural integrity of neighbouring properties.

In this instance, significant excavation is required to construct the West Building and the basement car parking in the East Building. A detailed geotechnical investigation should be required to be provided as part of the Project Application stage of the development at Stages 2 and 3.

## 5. Heritage Conservation

Council's Conservation Planner has assessed the proposal and provided detailed comments – see Heritage Comments. A number of concerns have been raised in relation to the unendorsed CMP and the impact of the proposal on the heritage significance of the item.

## 6. North Sydney DCP 2002 Compliance Table – Graythwaite Character Statement

DEVELOPMENT CONTROL PLAN 2002		
	<i>Complies</i>	<i>Comments</i>
Function		
<b>Building typology:</b>  Graythwaite is a grand Victorian Italianate mansion on a large, prominent urban property. Historic fabric from its three phases of	No	The proposed school use is not consistent with the provisions of DCP 2002.



<p>development are readily evident within the main complex of buildings and the earliest remnants c.1830-50. Substantial sandstone Victorian villa with attached kitchen wings, single storey sandstone outbuilding with loft, and single storey masonry building. Single storey brick building, single storey brick outbuilding with attic, and associated landscaped grounds.</p> <p>ii. Additional uses, as identified in the Conservation Management Plan, include:</p> <ul style="list-style-type: none"> <li>• A grand residence on substantial grounds;</li> <li>• A residence in conjunction with a commercial use;</li> <li>• Wedding and function reception centre;</li> <li>• Community use – a neighbourhood centre in conjunction with public open space;</li> <li>• Professional offices in association with a hospital or other health care facility.</li> </ul> <p>Uses must be non-intrusive and maintain the heritage fabric of the site. An interpretive feature or explanation may be incorporated into the site.</p>		<p>A new CMP has been prepared by Tanner Architects and the proposal is consistent with the new CMP. However, it should be noted that the new 2010 CMP has not been endorsed by the Heritage Council and given the significance of the Graythwaite site, it is recommended that no approvals are granted until such time as the 2010 CMP is endorsed by the Heritage Council.</p>
<p>Archaeological relics on the site are protected and can be used to shed light on its development or add to understanding of past uses. An excavation permit is obtained for any ground disturbance.</p>	Yes	<p>The 2010 CMP includes provisions for excavation and ground disturbance.</p>
<b>Environmental Criteria</b>		
<p><b>Views:</b></p> <p>i. Distant views of CBD and Sydney Harbour.</p> <p>ii. Views of the mansion and substantial landscaping from Union Street.</p>	Yes	<p>The proposal would improve views of the mansion, including from Union Street.</p>
<p><b>Natural Features:</b></p> <p>i. Trees in grounds of Graythwaite (Moreton Bay &amp; Port Jackson Figs, Washington Palms, Small fruit fig; Cook Pine; Firewheel tree; Jacaranda; English Oak; Monterey pine; Coral trees, Camphor laurels; Brush Box).</p>	Yes	<p>Council's Landscape Development Officer has indicated that the proposal is generally satisfactory, subject to conditions, and that the landscaping works will remove a number of weed species and undesirable tree species currently present on the site.</p>
<b>Quality built form</b>		
<p><b>Subdivision:</b></p> <p>i. The grounds form the curtilage to the mansion and should not be subdivided. Do not break up or separate the landscaped terraces and their relationship to the</p>	Yes	<p>No subdivision is proposed. The landscaped terraces are not proposed to be separated from the mansion.</p>

mansion.		
<b>Siting:</b>		
i. New buildings are located to the north-east and north-west of Graythwaite Mansion.	No	The proposed West building is located generally to the north-west of the mansion, however, the East Building (replacing the Ward Building in Stage 2) is located to the south-east of the mansion.
ii. View corridors of Sydney Harbour, Parramatta River to Parramatta are retained.	Yes	Existing view corridors are retained.
<b>Fences:</b>		
i. Fences are no higher than 1 metre to provide views of Graythwaite from Union Street.	No	The proposed Union Street fence is approximately 1.8m high, comprising a 300mm high sandstone plinth with timber pickets above. The picket fence details indicate that only limited views of Graythwaite would be available through the fence, which is inconsistent with this provision.
ii. Fencing includes open timber picket fences, low brick or stone wall or a hedge.	No	The proposed picket fencing above a sandstone plinth is considered to not be open style – this could be modified by condition of consent.
<b>Gardens:</b>		
i. Historic plantings and significant trees are retained, including figs, pines and remnant vineyards.	Yes	Council's Landscape Development Officer has indicated that the proposal is generally satisfactory, including in relation to the retention of valuable trees on the site.
ii. The lower, middle landscaped terraces are retained as open space for public access.	No	It is accepted that when DCP 2002 was adopted, the Graythwaite site was in public ownership, and as it is now private land, Shore School has a duty of care to its students (including 198 boarders) which precludes unrestricted public access. The applicant has indicated that public access will be available during nominated events throughout the year as indicated in the Statement of Commitment.

<p><b>Form, Massing and Scale:</b></p> <p>i. New buildings are subordinate to massing and scale of Graythwaite Mansion, are lower in height and have a smaller footprint.</p>	<p>No</p>	<p>The new buildings are lower in height, however, both the East and West Buildings have larger footprints than the Graythwaite mansion. It is unclear whether the new buildings are subordinate in massing and scale, due to the limited details provided in the Concept Plan.</p> <p>In the absence of additional details of the proposed East and West Buildings, such as elevations and façade details, finishes, materials, perspectives, etc, it is difficult to determine whether the relationship of the new buildings to Graythwaite Mansion is satisfactory, particularly given the larger building footprints.</p> <p>It is unclear why more complete details of the East and West Buildings have not been provided, particularly given that floor plans have been prepared, and partial yet quite detailed perspectives have been included in the Planning Parameters document.</p>
<p><b>Roofs:</b></p> <p>i. Roofs are pitched between 30 - 45 degrees made of either slate or terracotta tiles.</p>	<p>No</p>	<p>The proposed buildings have flat roofs. It is difficult to determine whether the relationship of flat roof buildings to Graythwaite Mansion is satisfactory, due to the lack of details provided in this application in relation to building design.</p>
<p><b>Windows and doors:</b></p> <p>i. Windows are timber framed with traditional vertical proportions.</p>	<p>No</p>	<p>No elevation details have been provided in relation to the new buildings.</p>
<p><b>Materials, colours, detail:</b></p> <p>i. Buildings are constructed of face brick, masonry, timber and/or sandstone.</p> <p>ii. Colours used are browns, greens, grey.</p> <p>iii. Architectural detail, external finishes of any new building are compatible with the Graythwaite Mansion but not a copy.</p>	<p>No</p> <p>No</p> <p>No</p>	<p>No details have been provided.</p> <p>No details have been provided.</p> <p>No details have been provided.</p>

<b>Quality urban environment</b>		
<b>Car Accommodation:</b>		
i. Car spaces or underground parking is available to accommodate cars.	Yes	7 at grade and 41 basement car parking spaces are proposed (Stages 1 and 2).
<b>Public Access:</b>		
i. Public access is maintained through the site from Edward to Union Street. Access should be maintained during daylight hours and should not be restricted by keyed access.	Yes	As previously discussed, when DCP 2002 was adopted the Graythwaite site was in public ownership. It is now privately owned by Shore School, which has a duty of care to its students (including 198 boarders) which precludes unrestricted public access to the site. The applicant has indicated that public access will be available during nominated events throughout the year as indicated in the Statement of Commitment.
ii. Public access is retained to open space on lower, middle and upper terraces.		
iii. Property is retained in public ownership, and some buildings are retained for community use.		

## 7. Draft North Sydney LEP 2009

The Draft North Sydney Local Environmental Plan 2009 was publicly exhibited from 20 January 2011 to 3 March 2011, following certification of the plan by the Director-General of the Department of Planning. It is therefore a matter for consideration under S.79C of the Environmental Planning and Assessment Act 1979. However at this stage little weight can be given to the plan since the final adoption of the plan is neither imminent nor certain.

The provisions of the draft plan have been considered in relation to the subject proposal. Draft LEP 2009 is the comprehensive planning instrument for the whole of Council's area which has been prepared in response to the planning reforms initiated by the NSW state government.

The provisions of the Draft Plan largely reflect and carry over the existing planning objectives, strategies and controls in the current NS LEP 2001 in relation to this site, particularly the 8.5m height limit. The Draft Plan does, however, rezone the site to SP2 Educational Establishments.

The proposal is unsatisfactory with regard to Draft NSLEP 2009 due to non-compliance with the 8.5m height limit.

## SECTION 94 CONTRIBUTIONS

Section 94 contributions do not apply to educational establishments.

## **SEPP 55 and Contaminated Land Management Issues**

The applicant has submitted a soil investigation concluding that identified contaminants can be removed during the development stages.

## **CONCLUSION**

The proposed Concept Plan for the Graythwaite site relates to a property with immense heritage significance. The recent use of the site as park land by the local community introduces a significant cultural perspective. In this context it is considered inappropriate and premature to consider the current development proposal without the principal guiding document for the conservation and development of the site, the 2010 Conservation Management Plan, being endorsed by the Heritage Council. In this regard, some deficiencies in the CMP have been identified in this report. The 2010 CMP should be endorsed by the Heritage Council before a detailed assessment of the proposal is carried out by the Department of Planning, and certainly before any consent is issued for the Concept Plan or Stage 1 Planning Application.

The Statement of Environmental Effects and the applicants Traffic Management Study clearly indicates an intention to increase staff and student numbers through the Concept Plan consent. Given this the proposal does not satisfactorily address the likely and predictable impacts on traffic congestion and parking demand in the surrounding road network. Significant issues relating to the lack of a formal pick-up and drop-off area for students, the absence of a formal bus-zone, increased traffic generation due to excessive on site parking, etc. have not been adequately addressed. These issues may not be able to be satisfactorily resolved and a revised proposal should be reviewed and re-exhibited before any consent is granted.

The proposal does not comply with the 8.5m height limit under NSLEP 2001 or Draft NSLEP 2009. The West Building as currently proposed is inconsistent with adjoining residential development in Bank Street due to its height, bulk and scale, given the 1 to 2 storey nature of the adjoining dwellings. A detailed assessment of the impact on adjoining dwellings is not possible due to the absence of elevations of the West Building, despite floor plans and partial perspectives having been prepared by the applicant. It is concluded that the proposed development in its current form cannot be supported and it is the recommendation of this report that Council should resolve to **OBJECT** to the application.

## **NOTE BY MANAGER DEVELOPMENT SERVICES:**

This application is of considerable interest to both the Council and the community it serves.

It should be noted that only through a combination of legislation is this matter able to be considered, potentially favourable, by the Minister.

The infrastructure SEPP enables the Minister to ignore the fact that educational uses are prohibited in the Special Uses Zone (Hospital). Part 3A of the Environmental Planning and Assessment Act enable the consideration of major project application outside applicable planning rules.

Regardless of the above it is the potential for increase in student and staff numbers the unknown nature of the new western building and the unforeseeable potential further expansion of the school use which is of vial concern to all.

## RECOMMENDATION

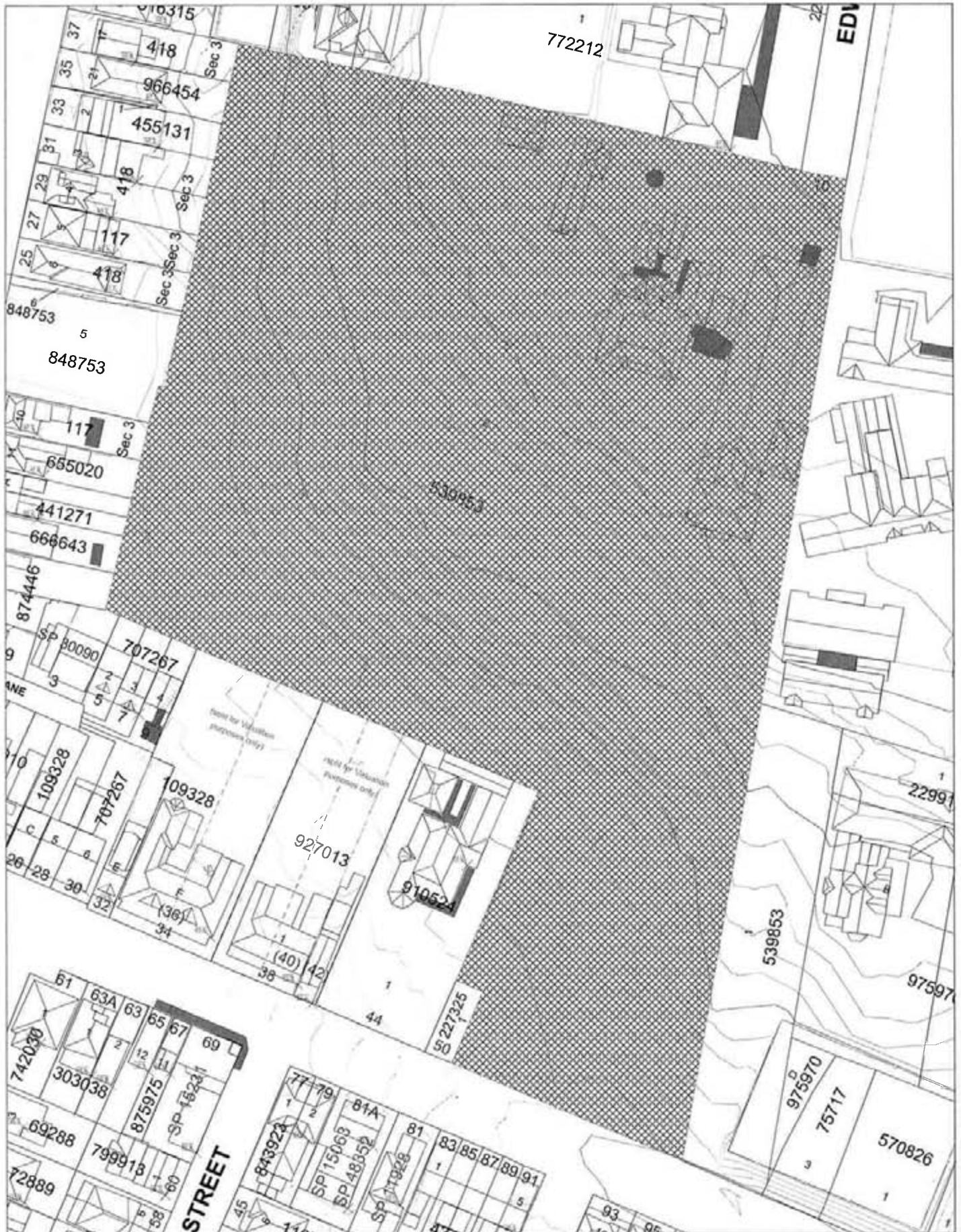
- A. **THAT** Council resolves to strongly **OBJECT** to the Part 3A Applications (MP 10\_0149 and MP 10\_0150) at No. 20 Edward Street, North Sydney (Graythwaite) on the following grounds:
1. Assessment and determination of the applications should be postponed until such time as the Heritage Council has endorsed the final 2010 Conservation Management Plan (CMP), so that it can be used to facilitate the assessment of the proposed Concept Plan and Project Application. Deficiencies have been identified in the CMP, including impact on the heritage curtilage of Graythwaite, inadequate consideration of impact on the three springs, the water cistern circular pond and sandstone stairs, impact on existing landscaping as a result of redirecting stormwater off-site, and impact on fauna due to loss of habitat.
  2. Assessment and determination of the applications should be postponed until such time as the proposed 41 space car park under the new East Building is deleted, the proposal is amended to provide a formal pick-up/drop-off facility for the Preparatory and Senior students on site, and a formal bus zone is provided on site which can accommodate 11 buses. The amended application should then include a review of all traffic and transport issues once the above modifications have been incorporated into the proposal.
  3. The proposed development does not satisfy objective (b) of the Special Uses Zone as it does not minimise adverse impacts on adjoining residential dwellings, including visual and acoustic privacy, visual impact, and traffic and parking impacts. As such, the proposal does not satisfy the provisions of Clause 14 of NSLEP 2001 – *Consistency with aims of plan, zone objectives and desired character*.
  4. The proposal does not comply with the 8.5m building height development standards under both NSLEP 2001 and Draft NSLEP 2009, with the proposed 14m West Building being located adjacent to the interface of the site with adjoining residential dwelling houses. The 14m high West Building is unsatisfactory with regard to privacy and visual impact on the adjoining low density residential dwellings in Bank Street.
  5. Insufficient information has been submitted in relation to the proposed East and West Buildings (despite floor plans, shadow diagrams and partial perspectives having been prepared by the applicant) in order to facilitate a detailed assessment of potential impacts on Graythwaite mansion and adjoining residential dwellings in Bank Street. Elevations and complete perspectives should be provided and re-exhibited to allow an informed assessment to be carried out.

- B. **THAT** should the Department of Planning, contrary to Council's recommendation, intend to approve the application without seeking the recommended additional information and amended plans and then re-exhibiting the amended project, that all recommended conditions contained in this report in relation to heritage, traffic and parking, BCA compliance and landscaping be included in any consent granted.
- C. **THAT** Council resolves that the Department of Planning be requested to forward any amended plans received to Council for review and comment.

**GEORGE YUHANNA**  
**EXECUTIVE PLANNER**

**STEPHEN BEATTIE**  
**MANAGER DEVELOPMENT SERVICES**

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### North Sydney Council

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Further details can be obtained by calling (02) 9936 8100 or e-mail [mapping@northsydney.nsw.gov.au](mailto:mapping@northsydney.nsw.gov.au).



**For privacy reasons, the architectural plans have been removed from this document prior to publishing on the web. The plans attached to the hard copy report may be viewed at Stanton Library during opening hours or at the Customer Service Centre in Council Chambers between 9.00am and 4.00pm Monday to Friday.**

#### **4. HCAC GRAYTHWAITE MEETING RESOLUTION 7/09/2011**



Contact: Alejandra Rojas  
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[alejandra.rojas@heritage.nsw.gov.au](mailto:alejandra.rojas@heritage.nsw.gov.au)  
File: 09/04145  
B Number: B505003

Heather Warton  
Director – Metro and Regional Projects North  
Department of Planning and Infrastructure  
GPO Box 39  
SYDNEY NSW 2001

Dear Ms. Warton,

**RE: GRAYTHWAITE – REVISED PART 3A CONCEPT PLAN - HERITAGE COUNCIL  
RESOLUTION – 7 SEPTEMBER 2011**

On 7 September 2011 the Heritage Council of NSW Approvals Committee considered a revised Part 3A concept plan submitted to the Committee for comment.

The following was resolved at that meeting:

***That, in relation to the received Concept Plan for the Graythwaite site, the Heritage Council Approvals Committee provides the following advice to the Department of Planning and Infrastructure:***

- 1. The revised concept plan presented at its meeting of the 7 September 2011 satisfactorily addresses the endorsed CMP policies and as such is acceptable on heritage grounds.***
- 2. The Committee will provide detailed comments on any final concept plan submitted for public exhibition.***
- 3. Any detailed plans prepared for development application stages should ensure that careful consideration is given to articulation, modulation and detail in relation to Graythwaite and the Upper Terrace area generally.***

Please contact Alejandra Rojas if you have any questions regarding this letter on (02) 9873 8559 or at [alejandra.rojas@heritage.nsw.gov.au](mailto:alejandra.rojas@heritage.nsw.gov.au)

Yours sincerely



15/09/2011

**Vincent Sicari**  
Manager  
Heritage Conservation Team  
Office of Environment and Heritage  
**At delegate of the Heritage Council of NSW**