

**LORETO NORMANHURST SCHOOL REDEVELOPMENT
COMMUNITY CONSULTATIVE COMMITTEE**

Meeting minutes FINAL

Details

Meeting

4

Date

Tuesday 21 February 2023

Time

4.30pm to 5:45pm

Chair

Sandy Hoy (SH)
ph. 0411 191 866
sandy@parklandplanners.com.au

Minutes

Hayley Kardash
Moffatt Maloney
Sandy Hoy

Present

Proponent

Marina Ugonotti (MU) – Loreto Normanhurst – online
Lynn Long (LL) – Loreto Normanhurst - online
Danielle Dwyer (DD) – Loreto Normanhurst
Greg Carmichael (GC) – CTPG - online
Luke Gladwish (LG) – CTPG
Moffatt Maloney (MM) - CTPG
Hayley Kardash (HK) – Urbis

Community members

Grace Haydon (GH)
Moira Hutchinson (MH)
Paddy Rich (PR)
Bryan Skelly (BSk)
David Wilkins (DW)

Hornsby Shire Council

Cr Janelle McIntosh (JM) - Ward B Councillor

Apologies

Community members

Mary Gow (MG)
Bhakti Stokes (BSt)

4.30pm - Meeting in the Boardroom

No.	Agenda item	Discussion	Action	By
1	BUSINESS AND GOVERNANCE			
1.1	Welcome	SH welcomed all CCC members / attendees to the fourth LNSRCCC meeting	-	-
1.2	Acknowledgement of Country	DD acknowledged the traditional custodians of the land on which we meet today and paid respects to elders past, present and emerging	-	-
1.3	Attendance and apologies	Attendance and apologies as above	-	-
1.4	Confirmation of agenda/ additional items	Presentation by CTPG Agenda was confirmed. DW requested an additional item added to the agenda: bus drivers to turn off	-	-

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		engines whilst waiting outside the school in the afternoon.		
1.5	Declarations of interest	Nil	-	-
2 STANDING ITEMS				
2.1	Confirmation of previous minutes	Received by all participants No changes to the draft minutes issued are required.	-	-
2.2	Review of action items from previous minutes		-	-
	1 Assess the option for the slip road to be used for out of hours PUDO	LN is currently reviewing the feasibility of this option.	Report back on feasibility for the slip road to be used for out of hours PUDO	LN May 23
	2 Explore alternative shuttle bus routes	LN advised that alternative shuttle routes are not currently being explored by the school.	-	-
	3 Check dilapidation during boarding house dilapidation survey		Co-ordinate upload of link to the dilapidation survey on Loreto website	CTPG April 23
	5 Send the link to the dilapidation survey	The dilapidation survey is due to be undertaken in March-April 2023. The link to the dilapidation survey will be posted on the Loreto website when complete.		
	4 Forward photos of deteriorated Sydney Water assets to SH to pass on to CTPG	SH forwarded photos received from MH to CTPG.	-	-
	6 Contact Sydney Water to determine whether there is any damage to Mount Pleasant Avenue from stormwater, and its extent	CTPG noted that a design consultant advised by email that one Sydney Water water main runs underneath Mount Pleasant Avenue. The water main dates from 1916, is made of cast iron and is cement lined.	Manage responses from Sydney Water and update the CCC	CTPG May 23

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		CTPG reported the damage to Sydney Water who will now inspect the water main and repair it if required.		
7	Contact Council to determine whether there are any issues/proposed remediation works to Mount Pleasant Avenue required before commencing the new works	<p>CTPG has contacted Council, with Council confirming that no proposed remediation works are planned by Council for Mount Pleasant Avenue.</p> <p>However, Council noted the poor condition of the road, providing the following response on 20/2/23: <i>"We will inspect the road and carry out heavy patching on damaged areas if required."</i></p> <p>MH notes that damage to the road has now been marked with spray paint by Council.</p> <p>CTPG noted that a damage deposit bond has been lodged with Council, and won't be returned until Council has signed off on the condition of the road. CTPG also noted the builder is responsible for remedying any damage under the contract.</p> <p>CTPG noted the contractor will do a dilapidation survey when engaged.</p> <p>CTPG noted the dilapidation survey for the carparks and PUDO project will be made available on the Loreto website soon.</p>	Manage responses from Hornsby Shire Council about Mount Pleasant Avenue and update the CCC	CTPG May 23
8	Provide the Construction and Environmental Management Plan	<p>All State Significant Development (SSD) management plans issued to date are available on the LN website.</p> <p>No management plans have yet been issued for the boarding house as they will be issued by the head contractor for the boarding house once engaged.</p> <p>CTPG noted that the tender package has now been issued and is with the tendering builders. Documentation for the tender is now finalised and with the builder for pricing. Preparation of a Construction Management Plan will form part of the Contractor's responsibilities.</p>	<p>Present Construction and Environmental Management Plan to next meeting</p> <p>Provide the management plans when they are available from the head contractor.</p>	CTPG May 23 CTPG ongoing
9	Continue to follow up with Council about the decision on the no right turn at Pennant Hills Road	<p>Council has deferred a decision on no right turn sign and is still under review by their traffic committee.</p> <p>As part of the consent conditions for the PUDO, there is a requirement to seek advice from Transport for NSW,</p>	Continue to follow up with Council about the No Right Turn at Pennant Hills Road trial and notification of the community	CTPG, JM May 23

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No.	Agenda item	Discussion	Action	By
		<p>Council, and relevant authorities regarding the No Right Turn from Mount Pleasant Avenue to Pennant Hills Road.</p> <p>A letter was received from Council in October 2022 stating that they intend to conduct a trial of the right turn restriction and monitor traffic conditions at the intersection of Mount Pleasant Avenue and Pennant Hills Road.</p> <p>A follow up call with Council in mid-February 2023 has confirmed that Council intends to look into the No Right Turn in March this year, however they haven't stated whether this will be a trial or not. There will be a period of monitoring and consultation before a decision is finalised.</p> <p>BSk notes that Council has not confirmed when the trial will happen.</p> <p>MH suggests that the trial should take place when the first stage resulting in an increase in student numbers has occurred. Otherwise, Council will not see meaningful results from the trial to ascertain the effects of the 'No Right Turn' on Mount Pleasant Avenue, and the flow-on effects on Osborn Road, Normanhurst Road and Fraser Road.</p> <p>DD noted that students are parking in the oval carpark.</p> <p>MH sees P-platers parking in Mount Pleasant Avenue.</p> <p>DW: If the newsletter was sent to more than 1,500 properties, why were there only 15 responses?</p> <p>HK: We sent a letter to neighbours with Loreto branding seeking community feedback on the right hand turn and No Stopping.</p> <p>BSk: If seeking feedback, the letter should be distributed on a formal Loreto letterhead, rather than a standard newsletter design, to attract neighbours' attention.</p> <p>DW: The newsletters to the community are great, but I didn't notice anything about the No Right Turn. When is Council considering the No Right Turn?</p> <p>PR: enquired about whether the Council will consult with the community before the trial of the No Right Turn. An audit of traffic should be undertaken between 2.45pm and 3.30pm on Normanhurst Road and Fraser Road.</p> <p>GC: Council's traffic committee has to manage the No Right Turn process. CTPG has progressed it to the furthest possible point.</p> <p>JM will ensure that Council reaches out to the community to inform them about the nature of the trial and when it is going ahead. Better community notification is needed.</p> <p>JM will also follow up with Council's traffic committee to understand their intention.</p> <p>MH enquired as to whether Council liaises with Transport for NSW regarding the lights?</p>	<p>Follow up with Council's Traffic Committee about the no right turn trial</p>	<p>JM May 23</p>

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No.	Agenda item	Discussion	Action	By
		JM confirmed Council liaise with Transport for NSW.		
10	Draft a letter to local MPs on behalf of the community members regarding traffic lights at Mount Pleasant Avenue		-	-
11	Send SH information to include in the letter to local MPs			
12	Contact other schools to contribute to the letter			
13	Share briefing notes, Loreto/Adventist letter to Alister Henskens, and acknowledgement of the letter from Mr. Henskens	<p>Information to include in the letter was received from some community members.</p> <p>Draft letter sent by SH to community members for approval. Draft approved by all community members. Other local schools were not contacted to contribute to the letter because that is outside the scope of the LNSRCCC. SH communicated to PR and other community members that other schools can send their own letters outlining their own concerns.</p> <p>LN/CTPG approved sharing the briefing notes and letter from LN and Adventist Aged Care with LNSRCCC community members. SH distributed the notes and letter to LNSRCCC members.</p> <p>Letter requesting traffic lights at the corner of Pennant Hills Road and Mount Pleasant Avenue emailed to Alister Henskens MP cc. Matt Kean MP on 21 February 2023.</p>		
14	Contact Hornsby Council about ranger presence at pickup time and on Saturdays during sport	<p>MH asked if both Osborn Road and Mount Pleasant Avenue would be visited by rangers, as many cars are parked in No Parking areas on Mount Pleasant Avenue on Saturdays, and Monday-Friday 8am-9am and 2.30-6pm.</p> <p>LL noted some people are parking on the oval.</p> <p>LL spoke with a Council ranger on 22 February 2023 to outline concerns raised during LNSRCCC meetings and measures the school has taken to address some of these concerns.</p> <p>LL reiterated that LN staff cannot direct or manage traffic on local streets. LL requested that Council rangers visit LN and conduct spot checks. Council advised it does not send rangers to 'manage traffic', but they prefer to respond to concerns raised at the time given the number of schools and other institutions in the area.</p> <p>It was agreed that Council might do some spot checks for cars parked illegally eg obstructing driveways, cars double</p>	Contact Hornsby Council about ranger presence at pickup time and on Saturdays during sport	LN May 23

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		<p>parked, cars parked in no standing / stopping zones during these suggested times:</p> <ul style="list-style-type: none"> - Monday – Friday 3:00pm- 3:30pm in Osborn Road and Mount Pleasant Avenue - Saturday – 8am – 1:00pm in Osborn Road and Mount Pleasant Avenue. <p>Council advised that neighbours with concerns should immediately call Hornsby Council’s Ranger Services or Customer Service on 9847 6666, or email rangerservices@hornsby.nsw.gov.au to provide details on the issue, and the vehicle make and registration number.</p>		
		<p>15 Provide an update on timing for a meeting with Council’s Traffic Engineer</p> <p>Community members still wish to meet with Council’s traffic engineer.</p> <p>Agenda items for that meeting to include:</p> <ul style="list-style-type: none"> - No Right Turn from Mount Pleasant Avenue to Pennant Hills Road - No stopping zones and signs. A request was lodged for a No Stopping zone on Osborn Road so the exit from Osborn Road can flow - Update on application of community request regarding No Stopping Signs. - Cars parked between the link road and the corner. Traffic calming is required for cars parked near the corner 	<p>Follow up on traffic issues with General Manager at Hornsby Council</p> <p>Find out when Council’s traffic engineer is available for a meeting</p>	<p>JM May 23</p> <p>JM May 23</p>
		<p>16 Confirm number of truck movements expected during the construction of the boarding house</p> <p>Project construction phase has not yet commenced.</p> <p>A Construction Traffic and Pedestrian Management Plan is being prepared and due to be ready for issue by the Head Contractor in April 2023.</p> <p>Confirmation of truck movements expected will be presented at the 3 May 2023 meeting with the Head Contractor.</p> <p>LG: Construction fencing and signage will delineate the construction site.</p>	<p>Issue the Construction Traffic and Pedestrian Management Plan for the boarding house development</p> <p>Confirm details of truck movements during the construction of the boarding house</p>	<p>CTPG April 23</p> <p>Head Contractor May 23</p>

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	17 Communicate to swimmers not to enter from the Mount Pleasant Avenue side during boarding house construction period	Request from MH to include all students and Saturday sports participants (not just swimmers) in communications not to enter from the Mount Pleasant Avenue side during boarding house building period.	Communicate to all students and Saturday sports participants not to enter school from Mount Pleasant Avenue side during boarding house construction period	LN May 23
	18 Provide information from the contractor on the ground remediation process for the February 2023 meeting	Investigations completed in January 2023. The remediation strategy is currently being developed and reviewed by an independent Environmental Contamination Auditor. Expect a response and for the process to be confirmed from the beginning of March 2023. This response will inform the remediation process required on site.	Present response from independent auditor at next meeting	CTPG May 23
	19 Continue to follow up with Transdev about buses stopping on Pennant Hills Road only	LL has been monitoring buses and has reviewed bus stops with Transdev. LL confirms that buses no longer block the slip road and jut out on to Osborn Road. LN has made the decision for the safety of students for them to disembark from buses in the school grounds and on the slip road. Buses are coming later and not contributing to congestion. Transdev have to balance buses stopping at various bus stops. DW raises concerns about whether some buses should enter Osborn Road at all. Does Transdev use the slip road to park buses to better meet their timetable? The few students alighting from one of the buses stopping within Loreto attend Turrumurra High School and then cross the footbridge past the bus stop on Pennant Hills Road. LL stated the safety of students is important and the school will continue to monitor safety around buses.	Monitor buses in Osborn Road and the slip road	LN May 23
	20 Update reference on Loreto website to proposed 'No Stopping' signs being considered by Council on Osborn Road to include 'No Stopping During School Hours'	School website has been updated by the school.	-	-

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	21 Follow up with Council on the status of the Osborn Road 'No Stopping' sign	<p>DW advised that queuing for the traffic lights exiting Osborn Road is occurring. The proposed extension to 'No Stopping' signs would alleviate that.</p> <p>CTPG is following up this matter with Council.</p> <p>MU has started a conversation with Council and the Police, but nothing has eventuated.</p> <p>DW stated that the extension of 'No Stopping' signs (and to replace 'No Parking' signs) was proposed by Council after a site inspection.</p> <p>GC: The school is willing to pay for the No Stopping sign, as per the State Significant Development (SSD) condition.</p>	Follow up with Council on the status of the Osborn Road 'No Stopping' sign	CTPG May 23
	22 Notify the community ahead of the demolition of the boarding house accommodation via a community newsletter prepared by Urbis	<p>Community newsletter with information about the boarding house development was distributed in December 2022.</p>	-	-
	23 Post the Construction Management Plan on Loreto website	<p>The Construction Management Plan is expected to be issued in April 2023.</p>	Post the Construction Management Plan on Loreto website	LN April 23
	24 Liaise with TTW about attending future CCC meetings		Liaise with TTW about attending future CCC meetings	CTPG ongoing
	25 Send community members a copy of the swept path diagrams		Discuss bus turning paths with TTW	TTW, CTPG May 23
	26 Send cambers and gradients information from TTW to community members	<p>Submitted survey shows the existing contours on site:</p> <p><u>Bus Slip Road</u></p> <p>The bus slip road has an entry longitudinal grade of approximately 6% and a crossfall of 3%. Through the slip road the longitudinal grades flatten to approximately 5%. Exiting the slip road, the longitudinal grade flattens to 3-4% with minimal crossfall.</p> <p><u>P3A/Osborn Road Car Park</u></p> <p>Entry into the car park has a shallow grade of approximately 1% with a cross fall of 3.5%. The exit of P3A car park has the same gradients as the bus slip road exit.</p>		

No.	Agenda item	Discussion	Action	By
		<p><u>Administration Carpark</u></p> <p>Entry into the carpark occurs at a longitudinal gradient of approximately 8.5% with minimal crossfall. The exit gradient from the through site link flattens to 5% prior to the boundary with a crossfall of 2.3%. A long section for the exit from the through site link was required to be prepared and is attached as this is the only driveway modified by the works.</p> <p>Detailed camber and gradient drawings from TTW were issued to CCC members for review prior to the meeting.</p> <p>Updated turning path plan provided at a larger scale in the presentation to the meeting. Vehicle crossover dimensions overlaid are from a registered surveyor.</p> <p>DW noted the buses are still driving well across the centreline in Osborn Road by up to 0.5 metres approaching the slip road due to road camber and to avoid hitting the kerb/footpath and signposts. Tyre marks are clearly evident on the kerb from buses driven across the footpath to enter the slip road. Buses almost touch the adjacent No Stopping sign. Buses also scrape and gouge the pavement at times.</p> <p>DW believes that average gradients are shown on the drawings, and requests TTW to provide an explanation of these gradients.</p> <p>DW: the swept path diagrams provided show buses travelling over the kerb and footpath, nearly touching a sign post which is included in the margin as they enter the slip road. DW does not believe that this meets the Austroads Standards and has requested that TTW provide further explanation about bus turning paths at the next meeting on 3 May.</p>		
		<p>27 Investigate additional safety rails to be added to Pennant Hills Road for safe access to the heritage gates</p> <p>DD: The safety barrier has been impacted, and the school has asked for it to be extended.</p> <p>DW: noted the bollards inside the heritage gates are not visible from Pennant Hills Road. If someone pulled in there it would be hard to back out. DW suggests that signage could reduce the likelihood of cars mistakenly turning into the heritage gates driveway.</p> <p>DD: the school has communicated with boarders to be aware of the risks of accessing Pennant Hills Road from the heritage gates.</p> <p>LN has indicated that they plan to open the footbridge up again to minimise the number of students walking on Pennant Hills Road and the safety risk that poses.</p>	-	-

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		<p>Opening the footbridge should also reduce the use of the heritage gates.</p> <p>DW noted concerns about people driving into the heritage gates as the bollards are not visible from Pennant Hills Road.</p> <p>Safety railing cannot be provided in front of the heritage gates as access through this driveway will still be required during ceremonial events.</p> <p>GC confirmed the option to modify the pedestrian overpass will alleviate this issue.</p>		
		<p>28 CCC members to advise SH about convenient May meeting date(s)</p> <p>Complete. 30 May is the preferred date.</p>		
		<p>29 Circulate calendar invites to all CCC members</p> <p>SH sent electronic calendar invitations to all CCC members for the February and May meetings</p>	-	-
2.4	Other administrative matters	<p>SH responsible for circulating dates. These will be circulated electronically but will be in-person meetings.</p>		-
3	ADDITIONAL AGENDA ITEMS			
3.1	Community newsletter	<p>MH acknowledged that letters had been distributed to the local community before demolition of dwellings for boarding house construction</p>	-	-
3.2	Construction vehicle route	<p>MH requested a detailed route of construction vehicles in Mount Pleasant Avenue and Osborn Road before construction of the boarding house begins</p> <p>LG/GC: The builder is obliged to provide information on construction vehicle movements, proposed to be discussed at the meeting on 3 May.</p>	-	-
3.3	Entry to school during construction	<p>MH requested communication to all students and Saturday sports participants (not just swimmers) about not entering the school from Mount Pleasant Avenue during construction.</p>	-	-
3.4	Bus drivers leaving engines on	<p>DW observed that school bus drivers are frequently leaving bus engines running while waiting to pick up students. Buses can be stopped with the engine running for up to 20 minutes. Apart from the environmental concerns for students and staff, the noise is distracting for nearby residents in Osborn Road.</p>	Liaise with Transdev about bus drivers turning off engines	LN May 23

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		<p>LL: This issue has been addressed before. Bus drivers have engines on at 3:10pm to provide air conditioning for primary students when they board the bus. It won't be a problem in Terms 2 and 3 when air conditioning is not required in the cooler weather.</p> <p>LL will look at a compromise with Transdev.</p>	while waiting	
4 REPORTS/PRESENTATION				
4.1	Loreto/CTPG report and presentation	<p>Status of Construction Works</p> <p>Substage 1 – Reconfigure Osborn Road carpark – complete</p> <hr/> <p>Substage 2 – Through site link – complete.</p> <p>Link road and PUDO operations began 31 October 2022.</p> <p>Ongoing pilot/monitoring of the new PUDO arrangement.</p> <p>Improvements and tweaks are expected and planned for during the early period of opening.</p> <p>GC: The safety of students on Pennant Hills Road is a top priority as this is a very busy and potentially dangerous road to the students. A solution would be to reopen access to the footbridge via the internal school paths and gate after crossing over the link road to Mount Pleasant Avenue.</p> <p>Access to the footbridge will be possible once there is suitable linemarking and road crossing management on the link road.</p> <p>Analysis showed no queuing, and there is spare capacity. LN will trial reopening access to the footbridge.</p> <hr/> <p>Substage 3 – P1A tennis court carpark – complete</p> <p>Resurfacing of the tennis courts was completed at the end of last term. Students are now able to play tennis on the courts.</p> <hr/> <p>Boarding Accommodation Building</p> <p>Substage 4: New Boarding House</p> <ul style="list-style-type: none"> - Demolition of Loreto Community House complete 	-	-

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No.	Agenda item	Discussion	Action	By
		<ul style="list-style-type: none"> - Timeline for the boarding house has changed since the last meeting - DPE approved the boarding house plans in January 2023 - Tender design and documentation of the boarding house is now complete Design package is currently with tendering contractors who are medium-large builders with experience working on private schools - Tenders close this week - Appointment of successful contractor is expected at the start of April 2023. - Construction of boarding house to begin mid May 2023 <p>LG: Asbestos was found in the community houses. Neighbours will be notified. Workers will wear personal protective equipment according to all requirements as specified by the NSW Government and guidelines for asbestos removal. The community houses will be made site safe until handover to the contractor.</p> <p>MH enquired about the boarding house footprint/structure, noting it looks like it has been set back further from the road since the previous plan.</p> <p>LG confirmed that no changes have been made to the setback of the Boarding Accommodation Building.</p> <p>GC: the separate driveway for the loading dock and hardstand area has been removed. The loading dock has been sunk and is now in the basement of the building.</p> <p>GC confirmed that design measures with an arborist has resulted in three large trees in the vicinity of the boarding house to be retained.</p> <p>MH is pleased at retention of the trees.</p>		
		<p>89 Pennant Hills Road Agricultural Building - Contractor appointed. Demolition and soil remediation works completed. Building construction to begin in March.</p> <p>Bsk: Was the soil remediation work at the Agricultural Building a requirement ahead of the works starting on site?</p> <p>LG noted that a soil investigation found non-friable asbestos fragments. A</p>	-	-

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		remediation and disposal report must be prepared ahead of works commencing. A validation report for the soil remediation work has been completed and is compliant with all requirements for remediating asbestos containing material.		
	Community update	<p>HK provided an update on community enquiries.</p> <p>Enquiries have been very slow – only one enquiry since CCC meeting 3 on 7 November 2022, but it was not related to SSD works.</p> <p>Community newsletter distributed on 9 December 2022 to approximately 1,180 residents and businesses to inform the community of demolition works. MH acknowledged that the community newsletter sent to neighbours in December 2022 was helpful.</p>	-	-
4.2	Chairpersons report	<p>SH is currently writing the annual report for the LNSRCCC as per the DPE Community Consultative Committee Guidelines requirements.</p> <p>SH called for any comments about operation of the CCC by COB 2 May to be included in the annual report if appropriate.</p>	<p>Forward comments about operation of the LNSRCCC to date to SH for inclusion in the Annual Report to DPE</p> <p>Submit Annual Report to DPE</p>	<p>CCC April 23</p> <p>SH May 23</p>
5	GENERAL BUSINESS			
5.1	MU Long Service Leave	<p>It is noted that MU will be on long service leave for all of Term 2, returning 17 July 2023.</p> <p>LL will be Acting Principal and Kiernyn Bateman will be Acting Deputy Principal.</p>	-	-
6	THANKS AND CLOSE			
6.1	Confirm action items	-	-	-
6.2	Close	5.45 pm	-	-
6.3	Next meeting	<p>Extraordinary meeting with Head Contractor and TTW Traffic Engineers:</p> <p>Wednesday 3 May 2023</p> <p>4.00pm-6.00pm</p>	Brief TTW and Head Contractor and organise their attendance and presentation at	CTPG April 23

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		<p>Loreto Normanhurst</p> <p>SH requested a list of questions from CCC members for TTW before the meeting. SH to forward questions to CTPG to pass on to TTW in preparation for next meeting.</p> <p>Head Contractor to provide at the meeting:</p> <ul style="list-style-type: none"> - Construction Management Plan including construction vehicle routes <p>DW requested that TTW walk paths and driveways on Osborn Road with him before the meeting on 3 May to confirm swept paths, cambers, gradients</p> <p>TTW to provide at the meeting:</p> <ul style="list-style-type: none"> - explanation of swept path diagrams and camber and gradient information 	<p>meeting on 3 May 2023</p> <p>Send list of questions for TTW and Head Contractor to SH</p>	<p>CCC April 23</p>
		<p>Next ordinary meeting dates:</p> <ul style="list-style-type: none"> - Meeting 5 – Tuesday 30 May 2023 - Meeting 6 – 1 August 2023 - Meeting 7 – 28 November 2023 	<p>Circulate calendar invites for meetings to all CCC members</p>	<p>SH Mar 23</p>

Action Summary

No.	Action	By	When
1	Report back on feasibility for the slip road to be used for out of hours PUDO	LN	May 23
2	Co-ordinate upload of link to the dilapidation survey on Loreto website	CTPG	April 23
3	Manage responses from Sydney Water and update the CCC	CTPG	May 23
4	Manage responses from Hornsby Shire Council about Mount Pleasant Avenue and update the CCC	CTPG	May 23
5	Present Construction and Environmental Management Plan to next meeting	CTPG	May 23
6	Provide the management plans when they are available from the head contractor	CTPG	ongoing
7	Continue to follow up with Council about the No Right Turn at Pennant Hills Road trial and notification of the community	CTPG, JM	May 23

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No.	Action	By	When
8	Follow up with Council's Traffic Committee about the no right turn trial	JM	May 23
9	Contact Hornsby Council about ranger presence at pickup time and on Saturdays during sport	LN	May 23
10	Follow up on traffic issues with General Manager at Hornsby Council	JM	May 23
11	Find out when Council's traffic engineer is available for a meeting	JM	May 23
12	Issue the Construction Traffic and Pedestrian Management Plan for the boarding house development	CTPG	April 23
13	Confirm details of truck movements during the construction of the boarding house	Head Contractor	May 23
14	Communicate to all students and Saturday sports participants not to enter school from Mount Pleasant Avenue side during boarding house construction period	LN	May 23
15	Present response from independent auditor at next meeting	CTPG	May 23
16	Monitor buses in Osborn Road and the slip road	LN	May 23
17	Follow up with Council on the status of the Osborn Road 'No Stopping' sign	CTPG	May 23
18	Post the Construction Management Plan on Loreto website	LN	April 23
19	Liaise with TTW about attending future CCC meetings	CTPG	ongoing
20	Discuss bus turning paths with TTW	TTW, CTPG	May 23
21	Liaise with Transdev about bus drivers turning off engines while waiting	LN	May 23
22	Forward comments about operation of the LNSRCCC to date to SH for inclusion in the Annual Report to DPE	CCC	April 23
23	Submit LNSRCCC Annual Report to DPE	SH	May 23
24	Brief TTW and Head Contractor and organise their attendance and presentation at meeting on 3 May 2023	CTPG	March- April 23
25	Send list of questions for TTW and Head Contractor to SH	CCC	April 23
26	Circulate calendar invites for meetings to all CCC members	SH	Mar 23