



# Wilton Junction Primary School

## PRELIMINARY CONSTRUCTION MANAGEMENT PLAN

# DOCUMENT CONTROL

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## Quality Control

If you have any questions regarding this document or suggestions for improvement, please contact the person listed below:

<b>Name:</b>	<b>Mabel Chew</b>
<b>Designation:</b>	Director
<b>Phone:</b>	+61 413 202 998

## Change Control

Issue no.	Author	Approver	Date
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# 1. INTRODUCTION

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## Purpose

This Preliminary Construction Management Plan has been prepared to support a Review of Environmental Factors (REF) for the NSW Department of Education (DoE) for the construction and operation of the new primary school at Wilton Junction (the activity).

The purpose of the REF is to assess the potential environmental impacts of the activity prescribed by *State Environmental Planning Policy (Transport and Infrastructure) 2021* (T&I SEPP) as “development permitted without consent” on land carried out by or on behalf of a public authority under Part 5 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The activity is to be undertaken pursuant to Chapter 3, Part 3.4, Section 3.37A of the T&I SEPP.

This document has been prepared in accordance with the *Guidelines for Division 5.1 assessments* (the Guidelines) by the Department of Planning, Housing and Infrastructure (DPHI) as well as the *Addendum Division 5.1 guidelines for schools*. The purpose of this report is to outline the Preliminary Construction Management strategies for the site.

The requirements of this Preliminary Construction Management Plan (CMP) and subsequent planning approval conditions are to be incorporated into the building contract. The Contractor will be required to produce their own highly detailed CMP in accordance with any conditions of consent and will use this preliminary CMP for reference only. The Contractor's CMP will detail the methodology for carrying out the works to minimise potential impacts of construction activities on teachers, students, neighbours, nearby residents, users of public footpaths & roads in the vicinity of the site, surrounding streets used to access the site and the environment.

## Site Description

The current street address is 200 Fairway Drive, Wilton, 2571, NSW. The site forms part of the northern portion of Lot 1063 in Deposited Plan 1289197) that was previously subdivided by Landcom. The site is approximately 3.4ha hectares in size and is located within Wilton Junction which is part of the North Wilton Precinct.

As a result of precinct wide rezonings, the surrounding locality is transitioning from a semi-rural residential area to a highly urbanised area with new low to medium density residential development with supporting services. North Wilton Precinct is approximately 85km south-west of the Sydney CBD, 30km north-west of Wollongong and 30km southwest of Campbelltown-Macarthur Strategic Centre. The precinct is located on the interchange with the Hume Highway, which connects the Southern Highlands with the Sydney metropolitan region to the northeast and Canberra to the south-west.

The proposed school site does not currently have road access, however Landcom is expected to deliver the road network and surrounding public domain network in accordance with DA/2022/1279/1. Proposed Road 14 located on the eastern boundary of the site will ultimately provide future access to the site. The site contains several

patches of remnant native vegetation particularly within the northern portion of the site. The central part of the site has been predominantly cleared and consists of grassland. An aerial photograph of the site is provided at **Figure 1**.

*Figure 1 Aerial Photograph of the Site*



## Proposed Activity

The proposed activity is for the construction and operation of a new primary school at Wilton Junction which will accommodate up to 552 students and 35 staff. Additionally, the proposal includes an integrated pre-school which will capacity for up to 60 students and 7 staff. In total, the new school will support up to 612 students and 42 staff.

The new school includes general and support learning spaces, a library, administrative areas and a staff hub. Core facilities include a standalone school hall and canteen, two carparks and a sports court.

Specifically, this proposal includes the following:

- Construction of a 3-storey learning hub which includes:
  - 24x General Learning Spaces
  - 3 x Support Learning Spaces
  - Staff hub including administrative areas and library.
  - Integrated public pre-school.
- Standalone hall and COLA with outside of school hours care (OSHC).
- Associated landscaping including sports court and separate outdoor play space for the preschool.

- Figure 2 Proposed Site Plan*



Private and Confidential

## Construction Program

The following shows the indicative programme milestone dates for the construction works:

Milestones	Target Dates
Review of Environmental Factors (REF) Submission	28 <sup>th</sup> February 2025
REF Approval	30 <sup>th</sup> June 2025
Contractor Tender Process & Award	24 <sup>th</sup> March 2025 – 10 <sup>th</sup> October 2025
Detailed Design	21 <sup>st</sup> October 2025 – 15 <sup>th</sup> December 2025
Proposed Construction Period	7 <sup>th</sup> November 2025 – 13 <sup>th</sup> November 2026
Anticipated Construction Hours of Operation	0700 – 1800 Monday – Friday (Excludes Public Holidays) 0800 – 1300 Saturday
Handover Period	16 <sup>th</sup> November 2026 – 25 <sup>th</sup> January 2027
Commencement of Operations	28 <sup>th</sup> January 2027



## 2. RESPONSIBILITIES & AUTHORITIES

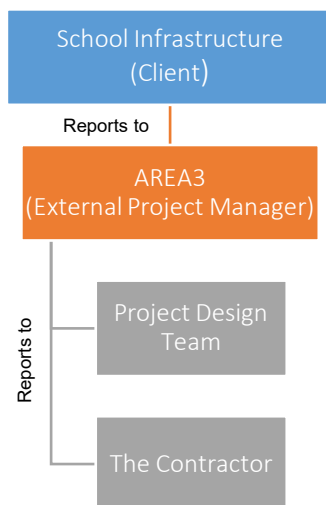
Position	Responsibility
Principal	<ul style="list-style-type: none"> <li>• Provide strategic vision for the project</li> <li>• Approve goals and objectives of the project</li> <li>• Confirm funding for the project, inclusive of project contingency</li> <li>• Approval any changes to project goals and objectives</li> <li>• Approval of additional funds, if necessary</li> <li>• Where catastrophic incidents have occurred, is accountable for directing the Principal of required actions. This could include suspension of the works or cancellation of the works.</li> </ul>
Project Manager	<ul style="list-style-type: none"> <li>• Management of project delivery</li> <li>• Chair of regular meetings as outlined in the Governance section</li> <li>• Management of project time, cost and risks</li> <li>• Key contact for the contractors and consultants to resolve RFIs, issues and risks</li> <li>• Design management</li> <li>• Management of site and adherence to design</li> <li>• Change Management</li> <li>• Scope management</li> <li>• Communications management</li> <li>• Comply with the group's WHS and Environmental Management Policies, Plans and Procedures.</li> <li>• Ensure a clear delineation of scope of works between the Contractor and Principal engaged consultants.</li> <li>• Ensure that safe work methods are adopted for all site activities. Participate in OHS meetings (i.e., toolbox talks etc).</li> <li>• Participate in Safety Committee Meetings (i.e., meeting concluding safety walk). Ensure the appropriate safety equipment is always worn by site personnel.</li> </ul>
The Contractor	<ul style="list-style-type: none"> <li>• Construction delivery and management</li> <li>• WHS management of works</li> <li>• Adherence to the Project Management Plan</li> <li>• Testing and commissioning</li> <li>• Validation and certification of the project</li> <li>• Obtaining Certification for works</li> </ul>



	<ul style="list-style-type: none"> <li>• Development of a formal Construction Management Plan prior to the commencement of Construction.</li> <li>• Complying with the group's OHS, Environmental, Quality, IR and Human Resources Management Systems.</li> <li>• Ensuring construction works are completed in accordance with all relevant contractual requirements.</li> <li>• Accepting full responsibility for the achievement of construction progress and the successful completion of all nominated contracts.</li> <li>• Ensuring that planning and scheduling of works occurs as required.</li> </ul>
Sub-Contractor	<ul style="list-style-type: none"> <li>• Comply with the OHS and Environmental Management Policies, Plans and Procedures.</li> <li>• Participate in OHS meetings (i.e., toolbox talks etc).</li> <li>• Complete site inductions in accordance with the group's requirements.</li> <li>• Notify the Project Manager/Construction Manager of any defects, mistakes, errors, contamination, hazards, or variations identified.</li> </ul>
Consultant Team	<ul style="list-style-type: none"> <li>• Manage and coordinate internal resources to complete design development that conforms to regulations and standards</li> <li>• Facilitate inspections to confirm that construction conforms to design requirements</li> <li>• Identify and manage risks related to safety in design.</li> <li>• Ensure Authorities obligations and requirements are being delivered in the design documents.</li> <li>• Develop and monitor ESD deliverables for incorporation in design outputs and construction obligations.</li> </ul>

## Proposed Organisational Chart

The project organisational chart is provided below and outlines the key project groups and their relationships:



## Work, Health and Safety Requirements

The general work, health and safety principles are as follows:

- Ensure a safe environment for the staff and community in the vicinity of the site;
- Ensure safe access onto the site for staff, employees, subcontractors and site visitors;
- Ensure a safe working environment for site staff, employees and subcontractors; and
- Site safety will be addressed in accordance with the NSW Work Health and Safety Act.

The appointed Contractor will be nominated as the Principal Contractor and will be required to prepare a Site Safety Plan. Contractor Management of the site will be in accordance with the NSW Work Health and Safety Act.

The Contractor will nominate a site safety/first aid representative as required by the WHS Act and the Contractor's WHS procedures. The Contractor will nominate first aid and emergency call locations as appropriate to the works and access provisions. The locations will be clearly posted, and the site personnel will be regularly informed of locations in regular site-based safety updates.

Construction workers and visitors will not be permitted to enter the site under the influence of ability depriving drugs or alcohol and will be subject to random testing as required.

The Contractor will ensure that all activities on site are the subject of Safe Work Method Statements (SWMS) and/or in accordance with the policies and procedures included in the Site Safety Plan. All sub-contractors and visitors to the site will be required to comply with the site safety rules.

The Contractor will be required to manage the conduct of all personnel on site. All construction workers and visitors to the Site will be subject to the Contractor's access management systems. All construction workers will be required to hold a Construction Industry White Card (or general construction induction card) as a basic safety requirement.

All construction workers must be inducted to the Site. The induction will cover the site policies, procedures, facilities, amenities and emergency evacuation procedures.

The Contractor will provide regular updates to site safety and logistics through regular toolbox talks. All inductions and toolbox talks will be recorded in a Register.

### **Environmental Health and Safety**

Prior to any works being undertaken, project specific Site WHS and Environmental Plans will be prepared by the Contractor and signed off by the relevant stakeholders. The project specific Site Plans merges the company WHS & Environmental Plan and outlines responsibilities, planning and controls during construction of the Project.

Based on the due diligence reports provided, upon engagement, the Contractor will be required to develop and implement a detailed overarching Construction Management Plan that will incorporate WHS, Environmental and Quality management as well as all relevant sub-plans including (but not limited to):

- A site-specific WH&S Management Plan
- Environmental Management Plan
- Soil and Water Management plan
- Construction Waste Management Plan
- Traffic Control Plan
- Construction Traffic and Pedestrian Management Plan
- Construction Noise and Vibration Management plan (CNVMP)
- Dust/ Air Quality Management Plan
- Access and Movement Plan (for construction staff).

### **Legislative Requirements**

The Contractor undertaking the Works will be required to submit for review a Construction Environmental Management Plan (CMP) in accordance with all statutory requirements. The environmental performance of the Contractor will be monitored by the Project Manager throughout the Works.

The works will be undertaken in accordance with Legislative Requirements including but not limited to:

- National Construction Code 2022 comprising the Building Code of Australia.
- Protection of the Environment Operations Act 1997 and Regulations.
- Environmentally Hazardous Materials Act 1985.
- Protection of the Environment Administration Act 1991 and Regulations.
- Work, Health & Safety Act 2011 and relevant codes of practice and standards.
- Work, Health and Safety Regulation 2017 and relevant codes of practice and standards.
- Australian Standard 2601-2001: Demolition of Structures.
- Environmental Planning and Assessment Act 1979.
- The Heritage Act 1977.
- Local Government Act 1993.



- National Parks and Wildlife Act 1974

### Utility Provider and Associated External Approvals

At various stages external approvals of components of the works will be required. This will include:

- The NSW Department of Planning and Environment.
- Wollondilly Shire Council
- Sydney Water (stormwater).
- Local Electricity Provider (Essential Energy)
- NSW Fire and Rescue.
- Transport for NSW (Roads and Maritime Services).
- Communication provider
- Other relevant utility providers.

The approach required to manage these various authorities will be dependent on the respective requirements, however prior coordination with SINSW will be necessary to ensure all approaches are aligned and coordinated with, early engagement will mitigate potential delays and identify potential issues ahead of time and contact consistency will be crucial.

In general, the following principles will be adopted for services shutdowns or when disconnecting services:

- Services impacts on the school will be investigated with full coordination, development and input with the school and all relevant Stakeholders.
- Impacts on the surrounding/adjacent site users will be kept to a minimum, which may result in 'out of hours' being required.
- All relevant Statutory Authorities will be consulted prior to the works commencing to ascertain lead times and correct termination locations.
- All terminations will be undertaken in accordance with SINSW requirements.
- All termination will be undertaken by suitably licensed contractors.
- A minimum of two weeks' notice is to be provided to any third party that will be impacted by any service disruption and disruption is to be minimised.
- For locating and dealing with existing services, the Contractor is to comply with the requirements outlined within the executed contract.

# 3. SITE OPERATIONS & MANAGEMENT

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## Contact Details of the Site Manager

The Contractor will provide its Site Manager contact details to the Council and will install project signage displaying the contact details.

## Site Establishment

A Dilapidation Report will be carried out by a suitably qualified person prior to the proposed activity commencement. A copy of the report will be issued to the Client, Superintendent, BCA Consultant and the Council.

## Site Access

Pedestrian and vehicle access points to the construction site to the construction site are to be clearly designated, signposted and controlled for authorised access only.

## Site Amenities

The site will provide facilities for workers including meals rooms, change rooms, and toilets. The Contractor will be responsible for ensuring the site amenities are clean, safe, accessible and in good working order.

## Site Security

The Contractor will be responsible for site security and access during the works. It is envisaged that the site will be secured by way of the use of the following but not limited to:

- Australian Standards approved temporary fencing, with a designated site entry gates which will be secured by chain and padlock after hours.
- All temporary fencing will comply with Australian Standards. A daily inspection of all hoardings/ fences/ gates will be undertaken. All graffiti encountered will be removed and/or painted over within 48 hours.
- Gates allowing vehicular access will be clearly signposted to allow trucks to easily locate the correct gate. Only approved personnel will be allowed access into the Site.
- Should any security issues arise, these will be reported to the external Project Manager, and if necessary, pursued with local police.

Once engaged, the Contractor will provide all necessary information pertinent to the following areas prior to the commencement of works:

- Work Areas
- Site Establishment Plan
- Tree Protection Plan
- Bushfire Protection Temporary Asset Protection Zone (APZ)
- Public Safety and Amenity
- Construction Hours
- Inductions

### **Traffic and Waste**

Prior to commencement of works on site, the Contractor will engage an accredited traffic consultant to prepare a formal Construction Traffic Management Plan and an accredited waste consultant to prepare a formal Construction Waste Management Plan.

The Contractor will provide all necessary information pertinent to the following areas:

- Construction Traffic Management Plan
- Crane Management Plan
- Construction Waste Management Plan

The Construction Traffic Management Plan is to consider the number of workers on the project, along with completing the necessary coordination with Landcom to ensure the Construction Traffic Management Plan considers the timing and completion of the surrounding site infrastructure works. Specifically noting the alternative site access pathways during the completion of the surrounding infrastructure works by Landcom.

In addition to the above, a high level of importance has been placed on the number of construction jobs this project is anticipated to generate. With this forecasted figure being approximately 200 jobs, the above reports are required to ensure that they consider the accurate number of workers on site, which include visitors and deliveries.



## 4. CONSTRUCTION METHODOLOGY

The below table outlines the high-level construction methodologies the contractor will be required to include within their own Construction Management Plan. This is an example list, for the Contractor to include any additional elements they deem suitable for inclusion within their own construction management plan. The updated list will be informed by the contractor engaged consultants relevant to each of the below considerations and any additional considerations to be added by the Contractor.

Consideration	Environmental Impact	Environmental Actions, Controls and Criteria
Asbestos	Worker health Air contamination Contaminated waterways Contamination of land	<ul style="list-style-type: none"> <li>- Stop work &amp; report to Site Manager</li> <li>- Asbestos containing material must be bagged in 200-micron plastic bags. Bags must be wrapped in black builders' plastic and labelled with a sticker stating site, date of removal, number of bags.</li> <li>- Asbestos waste must be transported and disposed of in accordance with the Environment Protection Authority (EPA) requirements</li> <li>- Asbestos waste must only be disposed of at a site licensed by the EPA</li> <li>- Disposal records must be provided by the contractor to the Site Manager</li> </ul>
Community	Community Concerns Noise Restricted access	<ul style="list-style-type: none"> <li>- Provide information (e.g. Signage, letterbox drops) to community on programmed works if not done by Client or Project Manager</li> <li>- Provide contact name for inquiries.</li> <li>- Advise locals of "noisy" work.</li> <li>- If required in noise sensitive areas and/or in response to complaints, engage consultants to undertake monitoring at nominated receivers.</li> </ul>
Sediment Control	Sediment run-off to stormwater	<ul style="list-style-type: none"> <li>- Place silt fence, geo-fab drain covers and silt socks in accordance with civil drawings at project commencement.</li> <li>- Divert all stormwater from downpipes/disperse with flexible plastic tubes or other methods to prevent water causing erosion.</li> </ul>
Dust Control	Air pollution Community	<ul style="list-style-type: none"> <li>- Prevent the generation of dust in preference to applying dust suppression measures e.g. using equipment fitted with vacuum/dust extraction.</li> <li>- Place sweepings in a bag or cardboard box before putting it into a skip to prevent the dust from becoming airborne when the bin is emptied.</li> </ul>

Emergency Response – Neighbours	Air pollution Contamination of land Contamination of waterways	<ul style="list-style-type: none"> <li>- If neighbouring sites have potential for environmental emergencies e.g. chemical/fuel storage, request copy of neighbours' emergency plan and incorporate into company emergency plan</li> </ul>
Heritage	Damage to heritage items	<ul style="list-style-type: none"> <li>- Education and training at site toolbox meetings and induction.</li> <li>- Protect heritage items – coverings, barricades etc.</li> <li>- Report damage to heritage items to the Site Manager.</li> </ul>
Litter	Landfill Community Visual pollution	<ul style="list-style-type: none"> <li>- Maintain a high quality of housekeeping and ensure that materials are not left where they can be washed or blown away to become litter.</li> <li>- Provide bins for construction workers and staff at locations where they consume food.</li> <li>- Conduct ongoing awareness with staff of the need to avoid littering.</li> </ul>
MDF Waste	Contamination of land Contamination of waterways Landfill	<ul style="list-style-type: none"> <li>- Bag dust in plastic before placing in waste bins</li> <li>- Waste to be disposed of at licence waste facility</li> </ul>
Noise & Vibration	Community	<ul style="list-style-type: none"> <li>- Where an activity is likely to cause a noise nuisance to nearby residents, restrict operating hours to between 7 am and 5 pm weekdays and 8am to 1 pm Saturday, except where, for practical reasons, the activity is unavoidable.</li> <li>- Noise should not be above background levels inside any adjacent residence between 10pm and 7am.</li> <li>- Advise local residents, and neighbours when unavoidable out-of-hours work will occur.</li> <li>- Schedule deliveries to the site so that disruption to local amenity and traffic are minimised. Minimise air vibrations.</li> </ul>
Spills	Contamination of land Contamination of waterways	<ul style="list-style-type: none"> <li>- Stop the source of the spill immediately if it is safe to do so. Use spill kit</li> <li>- Contain the spill and control its flow (Refer to the relevant SDS). Stop the spill from entering any stormwater drains/sewer.</li> </ul>
Storing Chemicals	Contamination of land Contamination of waterways	<ul style="list-style-type: none"> <li>- Minimise chemicals stored onsite.</li> <li>- Refer SafeWork Code of Practice – Managing Risks of Hazardous Chemicals.</li> </ul>
Trade Waste	Contamination of waterways	<ul style="list-style-type: none"> <li>- If required, obtain trade waste licence for discharge or local council approval</li> </ul>

		<ul style="list-style-type: none"> <li>- Liquid paints NOT to be poured down drains. Spread on waste cardboard or similar and leave to dry. Paint brushes to be rinsed and paint solids allowed to settle. Container of paint solids to be disposed to liquid waste facility</li> </ul>
Waste	Contamination of land Contamination of waterways Landfill	<ul style="list-style-type: none"> <li>- Minimise waste, reuse and then dispose</li> <li>- Obtain construction materials, paints, lubricants and other liquids in reusable packaging or containers where possible.</li> <li>- Waste removal contractor to take waste to recycling facility</li> </ul>
Water Discharge	Contamination of waterways Sedimentation build up	<ul style="list-style-type: none"> <li>- Install water containment device/receptacle, with discharge of liquid through a geo fabric sedimentation filtering fabric and/or;</li> <li>- Treatment of water sedimentation prior to pumping off site via application of flocculation agent i.e. Aluminium Sulphate</li> <li>- Test water chemical levels to ensure pH levels within 6.5 to 8.0 prior to discharge to stormwater system</li> </ul>
Tree Protection	Damage to Trees to be protected	<ul style="list-style-type: none"> <li>- Education and training at site toolbox meetings and induction.</li> <li>- Protect trees as per the tree protection plan and landscape designs – coverings, barricades etc.</li> <li>- Report damage to heritage items to the Site Manager.</li> </ul>



## 5. MITIGATION MEASURES

Project Stage	Mitigation Measure	Reason for Mitigation	Report Section
Construction	Once engaged, the Contractor will be required to develop and implement a detailed overarching Construction Management Plan that will incorporate WHS, Environmental and Quality management as well as all relevant sub-plans.	The Plan & subplans will allow for effective project management and communication, minimisation of programme delays and ensures that the project is built and delivered within the desired financial and quality standards.	Section 2
Pre-Construction	Engagement of Professional Accredited Traffic and Waste Consultants prior to Commencement of works on site	To ensure that works can commence under the guidelines provided by an accredited professional and will minimise traffic and waste issues during construction	Section 3
Pre-Construction	Preparation of site specific WHS plans by the Contractor prior to Commencement of Works on site	To ensure that all workers on site are aware of their respective responsibilities, planning and controls during construction of the Project.	Section 3
Construction	All contractors must meet all workplace safety legislation and requirements, including undergoing formal inductions to the Site and attending toolbox talks.	To ensure that all workers on site are aware of their respective WHS responsibilities, planning and controls during construction of the Project.	Section 2
Construction	Construction site fencing to be installed around the construction site	To ensure only authorised personnel can access the site, minimising the risks of accidents / exposure to hazards especially to the Public	Section 3
Construction	Preparation of services shutdown protocol	To minimise the impact of the shutdown on the services users	Section 2

## 6. CONCLUSION

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Based on the identification of potential issues, and an assessment of the nature and extent of the impacts of the proposed activity, it is determined that:

- The extent and nature of potential impacts are moderate and could have significant impact on the locality, community and/ or environment.
- Potential impacts can be appropriately mitigated or managed to ensure that there is minimal impact on the locality, community and/or the environment.

Subject to the adoption of the mitigation measures outlined in this Preliminary Management Plan, the proposed activity can be appropriately managed to ensure minimal impact on surrounding community during construction.