



**VAUGHAN**  
CONSTRUCTIONS

# COMMUNITY AND STAKEHOLDER MANAGEMENT PLAN

FOR

**HALE CAPITAL  
PUNCHBOWL**

**Project No. 23.408.**

AT

45 – 57 MOXON ROAD,  
PUNCHBOWL NSW 2196

JUNE 2024

(Revision 0)



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## PROJECT PARTICULARS

### 1.1 Builders Details

Company Name:	Vaughan Constructions
Company Business Address:	880 Lorimer Street, Port Melbourne. Vic. 3207.
Company Contact Number	(03) 9347 2611.
Directors Name:	Luke Stambolis
Company Operational Details:	Industrial Construction
ABN:	26 609 671 445

Stage	Name:	Phone:	Email
Construction Manager:	Andrew Constantinidis	0409 996 387	<a href="mailto:andrew.constantinidis@vaughans.com.au">andrew.constantinidis@vaughans.com.au</a>
Project Director:	David Upton	0412 719 623	<a href="mailto:david.upton@vaughans.com.au">david.upton@vaughans.com.au</a>
Contract Administrator	Carl Pizzolato	0427 584 780	<a href="mailto:carl.pizzolato@vaughans.com.au">carl.pizzolato@vaughans.com.au</a>
Site Manager:	Ali Mourad	0416 317 404	<a href="mailto:ali.mourad@vaughans.com.au">ali.mourad@vaughans.com.au</a>
OHS Representative:	TBA		

### 1.2 Project / Site Details

Site Address:	45-57 Moxon Rd Punchbowl 2196
Project Description:	Double storey ramp up warehouses and 12 office tenancies
Project Duration:	424 working days

### 1.3 Community and Stakeholders

- Hale Capital
- Residents of Moxon Road Punchbowl, numbers 46, 48, 50, 52-54, 56, 58, 60
- Residents of 1 Craig Street Punchbowl
- Tenants at 59 Moxon Road Punchbowl.
- Tenants at 41 Moxon Road Punchbowl.
- Tenants at 1 and 2 Gow Street Punchbowl
- Moxon Rd Sports Club.
- General public and road users of Moxon Road.
- Canterbury Bankstown Council.
- Department of Planning, Housing & Infrastructure (DPHI)
- Optus, Telstra, NBN, Sydney Water, Ausgrid, Jemena (gas)

- Fire and Rescue NSW, NSW Department of Planning and Environment.

- Aboriginal Stakeholder Groups and Heritage NSW

## 2.0 INTRODUCTION

Vaughan Constructions have been appointed by Hale Capital as the Principal Contractor to build a new multi-level industrial facility including, two levels of warehouses, on grade hardstand, 12 office tenancies. Each tenancy has its own office space allocated to its tenant with modern bathroom facilities, prayer room, outdoor seating area and lift access.

This document is the Community and Stakeholder Management Plan (CSMP) for the construction project. It has been developed in consultation with the project team then reviewed and authorised by the Project Director for the project.

This CSMP has been prepared to address the project specific requirements identified in

- legislation, EPA & council documents
- design documents
- project risk assessment & design risk assessment

A copy of this CSMP shall be readily available on site to be viewed by all Vaughan Construction employees, subcontractors, their workers and other stakeholders associated with the project.

## 3.0 OBJECTIVE

The object of this Community and Stakeholder Management Plan (CMP) is to ensure that the community and stakeholders relevant to the project are considered during the construction activities, planning of the works and compliance with all relevant laws, codes of practice and Australian Standards. Consultation will be undertaken with relevant stakeholders (neighbouring property owners & council) as to what if any impact the construction works have on the day-to-day amenity of their properties.

## 4.0 PERMIT APPROVALS

A Development Approval has been received from Department of Planning, Housing and Infrastructure (DPHI) for the development and use of the site. A Construction Certificate will be obtained prior to construction works commencing. A road opening permit will be obtained for any works that involve breaking the surface of any part of the street or footpath outside of the construction site boundary.

## 5.0 COMMUNICATION STRATEGY

A successful communications and stakeholder relations strategy has four main elements to it. Affected stakeholders need to be advised:

1. **What** is happening as part of the works to Hale Punchbowl;
2. **When** is it happening, including specific advice as to progress of the works;
3. **Where** are the works being undertaken; and
4. **How** are the works being undertaken and how they will be affected.

Communication is also two-way and therefore the strategy includes a feedback mechanism where client, customer or community complaints can be addressed and corrective action taken.

The aim being “NO SURPRISES”.

Each of these four points is addressed as follows:

## 5.1 Before Commencement

With demolition scheduled to commence in August, several actions need to be taken:

No.	Description	By	When
5.1.1	Coordination meeting with Superintendent to review matters such as: - work methodology	Project Director	ASAP
5.1.2	A letter box drop to local residents / businesses	Site Manager	1 wk prior
5.1.3	Advice to Council as to commencement of works	Project Director	1 wk prior
5.1.4	Erection of hoardings and fencing to the works including directional signage as required.	Site Manager	1 wk prior

## 5.2 During Construction

Actions to be taken during construction.

No.	Description	By	When
5.2.1	Letter box drops to residents / businesses as required	Site Manager	Significant events, eg concrete pours
5.2.2	Maintenance of hoardings / fences incl repairs and graffiti removal	Site Manager	As required
5.2.3	Client coordination meetings - Superintendent	Project Director / Hale	Weekly
5.2.4	Contractor inductions / employee "tool box" and coordination meetings to reinforce the CLP	Project Director / Site manager	Fortnightly
5.2.5	Erection and maintenance of work site and directional signage	Site Manager	As required
5.2.6	Community Liaison & Meetings	Project Director / Hale	As required

## 5.3 Customer and Community Feedback

With each form of communication, whether it be site signage or letter box drops, a phone number will be provided to facilitate customer and community feedback including complaints.

All complaints are immediately referred to the Communications and Community Liaison Representative (CCLR), Stephen Shoesmith of SLR Consulting for action. Significant complaints affecting the local community will be referred to the Superintendent. A register of all complaints or feedback is to be maintained and tabled with each monthly PCG report. Refer Appendix One - Complaints / Corrective Action Register.

## **6.0 PROJECT SPECIFIC REQUIREMENTS**

### **6.1 Location and Site Description**

Site address: Hale Capital Punchbowl  
45 – 57 Moxon Rd Punchbowl 2196

Local Government Area: Canterbury Bankstown City Council.

### **6.2 Project Scope**

The Hale Capital, Punchbowl project will be completed in one stage. This will include the demolition of the existing warehouse buildings, including hazardous materials removal, construction of flood conveyance zones and building pads in preparation for the proposed development which consists of two buildings, Building A facing Salt Pan Creek on the west and Building B facing Moxon Rd. Both have multiple tenancies across 2 levels, Building A with two tenancies per level and Building B with four tenancies per level, creating a total of 12 tenancies overall. Each warehouse has its own ancillary office space, and the buildings are separated by a shared hardstand which is undercover.

### **6.3 Progression & Duration of Construction Works**

The construction works given in the project overview are scheduled to be completed within approximately 424 working days. Construction is scheduled for commencement in August 2024 and completion by the end of June 2026.

The site and construction works are located within an industrial zoned area. However, the site also borders a residential area with a significant number of properties in Moxon Rd and surrounding streets likely to be impacted during the works to some degree. Therefore, clear, succinct and regular communication is essential

Whilst working in an operational environment, safety of the public and the construction workers is paramount to Vaughan Constructions. Hoardings / fencing will be erected to all site boundaries. If construction workers are required to work outside the fenced area, outside the site boundaries, works will be arranged and in coordination with neighboring owners. Works outside the site will need to be approved with applicable safety precautions to complete the works and to separate the construction workers from neighboring businesses and workers.

Footpath pedestrian access along the front of Moxon Road directly into site compound/ amenities will be always maintained. Vehicular traffic will be managed in accordance with the Construction Traffic Management Plan.

### **6.4 Construction Hours**

Construction activities associated with offensive noise works, including the delivery of materials to and from the site, are to be within approved hours of 7.00am to 6.00pm from Monday to Friday, 8.00am to 1.00pm Saturday, No work on Sunday and public holidays. All out of hour works shall be in accordance with the approved Development Approval and issued permits.

## 6.5 Signage

Signage is to be displayed to the public and maintained in a prominent location for the duration of the work that is visible to the public from outside the construction area that advises people:

- Vaughan Constructions is the Principal Contractor for the construction project and an after-hours contact phone number
- the name, address and telephone number of the Principal Certifying Authority for the work
- minimum PPE requirements for all people entering the site
- the requirement that unauthorised entry to the work site is prohibited;
- the requirement that visitors must report directly to the site office upon entry to the site and present themselves to the Site Manager;

Signage will also be displayed as required to warn members of the public of specific construction related hazards. Traffic management signage will be displayed as per the requirements of any approved traffic control plans.

The temporary construction fencing / hoarding along Moxon road will include 'Hale Capital and Vaughan Construction logos.

## 6.6 Traffic & Parking

Traffic and Parking can be cause for disruption and complaints from community and stakeholders. Existing vehicle access points off Moxon Road will be used for site access, for the entire construction duration. The existing cross overs are located on the north and south of the eastern boundary from Moxon Road. Traffic Controllers will be used when required throughout the construction period.

There will be no parking for construction staff immediately in front of the site on Moxon Road. An arrangement has been made with the Moxon Sports Club for parking on their surplus land.

As mentioned above, all construction related works, including deliveries, loading and concrete pumping will be located inside the site boundary allowing pedestrian access to travel along the footpath with no disturbance. Traffic management plans have been prepared for the 3 different construction stages, including demolition, excavation, and construction. Truck frequency will differ throughout the construction stages and may be a maximum of 15 minute cycles.

A stabilised vehicle access point / road that incorporates a rumble / shaker grid will be constructed and maintained at the commencement of the earthworks. Vehicle washing will be located near the rumble grids if and when required to assist in the prevention of excessive dirt on the roads and mitigate complaints by the public.

**Note:** Street sweeping will be used to clean roads exterior roads on an as needed basis to ensure the road is kept clean and complaints are not received from stakeholders.

## 6.7 Noise

Noise controls are in place to minimise disruption to the community. Construction activities that create offensive noise such as the use of electric and pneumatic tools, including the delivery of materials to and from the site, are to be within approved site hours (refer to section 6.4). There is to be no 'warming up' of plant and machinery outside of the construction site or outside the approved construction hours. All equipment (excavators, backhoes, cranes, trucks, etc.) are to have adequate noise prevention safeguards such as exhaust mufflers, acoustic enclosures for any diesel generators and/or air compressors. Please refer to the Construction Noise & Vibration Management Plan.

## 6.8 Vibration Controls

Works will be undertaken to minimise the generation of vibrations imparted on the neighbouring buildings and structures. Where vibrations may be generated, alternative methods will first be considered, and possible control measures developed and implemented. Work will be suspended on notification of a noise or vibration incident.

## 6.9 Air & Dust Management

To minimise disruption to the community air and dust controls will be in place for the duration of the construction program. Access roads are to be established and maintained through to construction areas. Water will be used as required to suppress dust during dry and windy periods.

Any soil stockpiles left unattended are to be kept moist to limit dust generation.

Civil areas will be compacted as soon as practicable after disturbance to minimise dust release.

Loads on trucks are to be covered prior to leaving site.

Exhaust fumes will be minimised by turning off combustion engine equipment when it is not in use.

Domestic type waste from amenities area to be placed in plastic bags that are sealed at the end of each day prior to placement in site rubbish skip.

No waste material is to be burnt on site during construction works.

## 6.10 Stormwater & Sediment Control

Protection of the stormwater system and discharge into the public drain will be required by way of sediment control measures. The erosion & sediment control measures will remain in place (where applicable) for the duration of civil and construction works and adjusted as per the approved staging plans.

Weather conditions will be monitored with sediment devices inspected before and after storms for structural damage or clogging. Trapped material is to be removed to a safe approved location.

- Soil / civil areas will be compacted to stabilise them as soon as practicable after disturbance. Geotextile sediment fences are to be installed to low areas of the site boundary where water has the potential to leave the site and enter the stormwater system.
- External surface water to be diverted around site where practicable.
- Protection of any new or existing internal & external site stormwater pits will be required by way of sediment traps, etc
- Where practicable, excavated soil is to be loaded directly into trucks to be immediately reused.
- Soil stockpiles to have a maximum 2:1 height top width ratio
- Soil stockpiles shall not be located within 10 metres of any drainage lines or easements, natural water courses, roadways or footpaths.
- Soil stockpiles to have water diversion measures (excavated temporary swale drain) in place on the upslope of them (where required)
- Soil stockpiles to have containment barriers placed around the bottom of them (where required)

## 6.11 Habitats (protected flora / fauna)

Trees identified on the Development Application as requiring protection are to be temporarily barricaded / fenced with "tree protection zone" signage displayed that meets the requirements of Australian Standard AS4970: Protection of Trees on Development Sites. Any construction work required inside a tree protection zone will be supervised by the project arborist.



The tree protection barricades and signage are to remain in place until works are completed

No construction vehicles, equipment and / or building materials are to be placed / stored within the tree protection zone, even for a short period of time.

Any pruning that is required to be done to the canopy of any tree to be retained is to be done by a qualified arborist to Australian Standard – Pruning of Amenity Trees AS4373-1996. Any pruning of the root system of any tree to be retained is to be done by hand by a qualified arborist.

Permitted vegetation requiring removal in the construction works area will be removed during civil works. There will be no excavation works to the protected tree zones.

Landscaping will be completed as per the landscaping and planting development plan

Fencing will be installed around the site boundary to keep native animals out of the construction area.

Food waste will be sealed rubbish bins / bags to discourage native animals from being attracted to them as a food source.

All disturbed surfaces outside the site boundary are to be made good at the end of each day during the project period

A dilapidation inspection shall be carried out prior to Vaughan Constructions taking possession of site or any works carried out under the contract and a report produced from that inspection that will form part of the contract documents.

### 6.12 Heritage and Archaeology

Please refer to the Unexpected Finds Procedure.

## 7.0 CSMP AVAILABILITY AND LOCATION

A copy of this Community and Stakeholder Management Plan (CSMP) shall be readily available on site to be viewed by all Vaughan Construction employees, subcontractors, their workers and other stakeholders associated with the project. Workers will be informed during the site-specific induction as to the location of this CMP and the Vaughan Constructions, National Health & Safety Policy and Management System on site.

This CSMP will be reviewed and amended where legislation, EPA Guidelines or where project works change such that the information contained in the plan is no longer accurate or valid.

The parties affected by any alterations to this document shall be notified through either tool box talks on site or through electronic transmission of the amended document.

## 8.0 COUNCIL INFRASTRUCTURE

Throughout the construction works council infrastructure will be maintained and kept clean and tidy. Road sweepers will be used as a need be provision, and any damage to kerbs or roads will be made good upon any council permits required. New crossovers will be provided as part of the construction works including any kerb and channel adjustments as required.

*Vaughan Constructions will acquire all the necessary temporary vehicle cross-over permit and seek approval by Canterbury Bankstown city councils asset protection team prior to install.*

## 9.0 APPENDICES

### 9.1 Complaints and Corrective Action Register (Buildpass)

