

Pre-Construction Minor Works Approval Form

Minor Works are defined as any low impact activities that are undertaken prior to the commencement of 'construction' as defined in the project's applicable planning approval. However if Minor Works affect or potentially affect heritage items, threatened species, populations or endangered ecological communities, these works are defined as 'construction' unless otherwise determined by the applicable planning authority.

Minor Works approvals do not remove any obligation to comply with the project's applicable planning approval conditions (including requirements prior to 'any works' commencing) or obtain any other applicable permits, licenses or approvals as necessary.

This application and all supporting information must be submitted to TfNSW/the Environmental Representative as one (1) PDF file at least 10 business days prior to the commencement of the proposed Minor Works.

Part 1: Application	
Contractor:	A W Edwards
Project:	Sydney City and Southwest Metro – Crows Nest Station
Application Title: (e.g. Smith St trenching works)	Tower Crane Establishment
Application Number:	CN-MW-002
Application Date:	04/12/2020
Planning Approval:	Sydney Metro City and Southwest – Chatswood to Sydenham - Environmental Impact Statement Sydney Metro City and Southwest - Environmental Impact Statement – Sydenham Station and Sydney Metro Trains Facility South Modification Report (MOD 4) Sydney Metro City and Southwest - Environmental Impact Statement – Sydenham Station and Sydney Metro Trains Facility South Modification Submissions Report Sydney Metro City and Southwest Infrastructure Approval SSI 7400 and subsequent modifications
Minor Works Categories: <ul style="list-style-type: none"> Highlight as applicable. If Items 4, 8 or 11 are applicable, this form must be endorsed by an Environmental Representative. 	<ol style="list-style-type: none"> Survey, survey facilitation and investigations works (including road and building dilapidation survey works, drilling and excavation). Treatment of contaminated sites. Establishment of ancillary facilities (excluding demolition), including construction of ancillary facility access roads and providing facility utilities. Operation of ancillary facilities that have minimal impact on the environment and community. Minor clearing and relocation of vegetation (including native). Installation of mitigation measures, including erosion and sediment controls, temporary exclusion fencing for sensitive areas and acoustic treatments. Property acquisition adjustment works, including installation of property fencing and utility relocation and adjustments to properties. Utility relocation and connections. Maintenance of existing buildings and structures. Archaeological testing under the Code of Practice for Archaeological Investigation of Aboriginal Objects in New South Wales (DECCW, 2010) or archaeological monitoring undertaken in association with other Minor Works to ensure there is no impact on heritage items. Any other activities that have minimal environmental impact, including construction of minor access roads, temporary relocation of pedestrian and cycle paths and the provision of property access.
Planning Authority Determination: Will the proposed works affect or have the potential to affect heritage items, threatened species,	<p><i>If 'Yes', this completed form must be endorsed by an Environmental Representative, approved by TfNSW and submitted to the applicable planning authority to determine that the works are not defined as 'construction'.</i></p> <p>No</p>

populations or endangered ecological communities?

Part 2: Details

Site Description Overview

Crows Nest Station is located on the western fringe of the Crows Nest village, between the Pacific Highway and Clarke Lane (on the eastern side of the Pacific Highway), and Oxley Street.

The Crows Nest construction package consists of two separate station entrances and the enabling works to support future OSD sites:

- (a) the western station entry located on the Pacific Highway between Hume and Oxley Streets
- (b) the eastern station entry located on Clarke Street at the corner of Hume Street, opposite Hume Street Park

Crows Nest Station is a cut and cover station and the main box is approximately 220m long and 25m below street level.

The area is surrounded by a mixture of industrial/commercial properties and residential properties as outlined by the figure below.

Figure 9 Crows Nest Station Construction Site and Receiver Areas



Describe the proposed Minor Works:

Including work methodologies, site location(s) and site description(s) (e.g. landscape type, waterways, etc.).

Description of Works

The proposed work involves the delivery and erection of two tower cranes on the site. This work will take place between 14/01/2021 – 06/02/2021. Crane 1 will be delivered in pieces on semi-trailers to Hume Street and Clarke Street. The jib of the crane will be assembled on Clarke Lane and the tower of the crane will be erected from Hume Street (refer to Appendix 1) using a mobile crane. The jib will then be mounted on the tower of the crane using the mobile crane from Hume Street. Crane 2 will be delivered and installed (refer to Appendix 1) using the erected Crane 1. The jib of crane 2 will also be assembled in Clarke lane and mounted on the tower using Crane 1. The erection of the cranes will require the temporary closure of a section Hume Street and Clarke Lane. A permanent streetlight which is located at the corner of Hume Street and Clarke Lane will be decommissioned for the duration of installation of Crane 1. This will be between 14/01/2021 – 22/01/2021. A temporary light will be established during this time to replace the disconnected streetlight. Works will be undertaken in accordance with the Contractors Environmental Management System and the project planning approval.

Methodology*:

	<ul style="list-style-type: none"> - Establishment of mobile crane (A section of Hume Street and Clarke Lane are required to be closed for these works, traffic impacts to be addressed in applicable CTMP) - Decommissioning of streetlight at corner of Hume and Clarke Street and replacement with temporary lighting. - Delivery of major components to site on semi-trailers - Tower components lifted and assembled into place - Fabrication of cab on ground prior to lifting into place atop tower - Jib fabricated on ground prior to lifting into place - Cabling, wiring and engine installation - Commissioning of crane <p>*Note the above process will be repeated for each crane.</p> <p><u>Timing:</u> The delivery, installation and assembly of each crane is expected to be completed within six days. A further ten days of commissioning will then be required for each crane. Works will be undertaken 24 hours a day during this period with 'noisy' works scheduled during standard project hours.</p> <p>Plant and equipment to be utilised to undertake these activities:</p> <ul style="list-style-type: none"> - Mobile crane - Trucks - Semi-trailers - Hand tools - Lighting towers - Traffic control vehicles - Temporary streetlight <p><u>General Notes:</u> All work to occur outside of normal construction hours would be subject to the approval of an OOHW Application. It is noted that OOHW approvals are subject to risk determination by the AA. High risk works need to be approved by DPIE.</p>
<p>Planned Commencement Date:</p>	<p>14th January 2021.</p>
<p>Local Sensitivities: Describe the presence (if any) of local sensitive environmental areas and community receptors</p>	<ul style="list-style-type: none"> • There are a number of residential and commercial properties located adjacent to the project site. These properties may be sensitive to excessive noise. Consultation with potentially impacted properties will be undertaken in accordance with the OCCS and project requirements. • Traffic – The works will also require a section of the local roads Hume Street and Clarke Lane to be closed. • The figure above outlines the location of adjacent sensitive receivers which include a childcare facility, recording studios and doctor's theatres amongst other land uses. A number of sensitive adjacent commercial receivers received noise mitigation treatment under previous Sydney Metro project packages in accordance with CoA E34. Noisier works would be scheduled to be carried out during the day where possible. Any OOHWs and related impacts would be managed through OOHWs applications in accordance with the OOHW Protocol.
<p>Part 3: Environmental Risk Assessment and Management</p>	
<p>Prepare an Environmental Risk Assessment (in accordance with the <i>Sydney Metro Risk Management Standard</i>) and an Environmental Control Map for the proposed Minor Works and attach as Appendix 1. If an Environmental Risk Assessment and/or an Environmental Control Map for the proposed Minor Works is/are already contained in existing documentation, attach the relevant section(s) as Appendix 1.</p>	
<p>Documentation: List any existing documents (including those referenced above) that the proposed Minor Works will be undertaken in accordance with and attach as Appendix 2 (e.g. plans, procedures, procedures, etc.).</p>	<p>An Environmental Risk Assessment is included within Appendix 1.</p> <p>All works associated with this minor works approval will be subject to the requirements of the following documents:</p> <ul style="list-style-type: none"> - Sydney Metro OCCS; - Sydney Metro Unexpected Heritage Finds Procedure; - Sydney Metro Unexpected Finds Procedures for contamination;

	<ul style="list-style-type: none"> - Construction Traffic Management Plan (CTMP) which will be subject to approval by RMS/SCO; - Sydney Metro Construction Environmental Management Framework; and - Sydney Metro City & Southwest Out of Hours Work Strategy Protocol (SM ES-PW-317).
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Part 4: Workforce Notification

How will the environmental and community risks and associated mitigation measures of the proposed Minor Works be communicated to the contractor's workforce?	<p>Prior to works physically commencing on site, A W Edwards will induct all site personnel working. The induction will include relevant environmental aspects and risks associated with works on the project site.</p> <p>Works will be undertaken in accordance with a SWMS or JSEA (depending on whether the works meets the definition of High Risk Construction Works in accordance with Clause 291 WHS Regulation). SWMS will be reviewed by A W Edwards.</p>
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Part 5: Community Consultation

What community consultation has been undertaken already?	No consultation has occurred for these works.
What community consultation is planned to be undertaken?	New notifications will be distributed in accordance with the contract, OCCS requirements prior to any works. The Council and other stakeholders will be consulted in accordance with the requirements of the project planning approval.

If drafted already, attach applicable Community Notification as Appendix 3.

Part 6: Contact Details

Nominate project manager, environmental and communications contact(s).

Name:	Colin Danby	Position:	Project Director	Phone:	0448 810 628
	Darren Green		Environmental Manager		0418 969 624
	Elle Mursell		Stakeholder, Engagement and Public Affairs Manager		0419 525 484

Part 7: Signature

This signature acknowledges that the proposed Minor Works will be undertaken in accordance with this application, have minimal environmental impact and are not defined as 'construction' in accordance with the applicable planning approval.

Name:	Simon Fisher		
Signature:	<i>Simon Fisher</i>	Date:	24/12/2020

Determination Page

(TfNSW/Environmental Representative Use Only)

12. Endorsement/Approval

These signatures represent formal endorsement/approval for the proposed Minor Works to commence in accordance with this application and the applicable planning approval requirements (subject to any determination from the applicable planning authority as may be required by the planning approval conditions).

	TfNSW Principal Manager, Communication & Engagement – Endorsement (required for all applications)	TfNSW Principal Manager, Sustainability, Environment & Planning – Approval (required for all applications)	Environmental Representative – Endorsement (required as necessary in accordance with the applicable planning approval, optional for all other circumstances)
Signature:			
Name:	Harsatnam Hundal	Fil Cerone	George Kollias
Date:	23/12/2020	24 Dec 2020	24/12/2020
Comments:			<i>Supporting letter attached as Appendix 4 if necessary.</i>
Conditions:			<i>Supporting letter attached as Appendix 4 if necessary.</i>
<input checked="" type="checkbox"/>	Approved (by TfNSW)		
<input type="checkbox"/>	Endorsed (by Environmental Representative)		
<input type="checkbox"/>	Rejected		

Appendix 1: Cover Page

Work area and Environmental Risk Assessment

Work Area – Crows Nest Tower Crane Establishment Locations





Risk Assessment

This Risk Assessment has been undertaken in accordance with the requirements of *Sydney Metro Risk Management Standard*.

Note; **C** = Consequence & **L** = Likelihood as per *Sydney Metro Risk Management Standard – Appendix A Sydney Metro Risk Matrix*

Aspect	Potential Environmental Impact	Initial Risk Rating			Control Measures	Residual Risk Rating		
		C X	L =	Risk		C X	L =	Risk
Contamination uncovered during works	Mixing of contaminated materials with non-contaminated materials	C3	L5	Low	Induction to include contamination management requirements. Implement Sydney Metro Unexpected Finds Procedures for contamination	C3	L5	Low
Items of heritage significance uncovered during works	Damage to heritage items or archaeological deposits	C3	L6	Low	Induction to include heritage management requirements. Limited ground disturbance required by proposed works. Implement unexpected finds procedure	C3	L6	Low
Noise	Noise from plant impacting on sensitive receivers Noise impacts outside standard construction hours Noise from deliveries Worker activities and behaviour	C4	L3	Med	Noisier works to occur during standard construction hours where possible. Plant to be positioned so that the noisier part of the rig points away from sensitive receivers, where possible. Non-tonal reverse beepers to be fitted to all plant. Works to occur in during standard construction hours where possible. A W Edwards will follow the appropriate approvals process and submit an Out of Hours Work application for Acoustic Advisor endorsement and Environmental Representative approval. Mitigation measures to be implemented in accordance with the Sydney Metro Construction Noise and Vibration Strategy and Sydney Metro Out of Hours Works Strategy Protocol.	C5	L6	Low



Aspect	Potential Environmental Impact	Initial Risk Rating			Control Measures	Residual Risk Rating		
		C X	L =	Risk		C X	L =	Risk
					Workers to be inducted and tool boxed prior to commencing works. Consultation with potentially affected stakeholders to be undertaken prior to the commencement of works.			
Chemical handling and storage	Poor storage and handling of chemicals causes spills	C5	L4	Low	Any chemicals and fuels are to be stored within a bunded area with 110% of the capacity of the largest stored container Refuelling to occur more than 20m away from drainage lines Site induction includes spill response awareness.	C5	L5	Low
Waste	Incorrect disposal of waste	C3	L5	Med	Induction to include waste management practices Waste to be tested in accordance with the Waste Classification Guidelines (NSW EPA, 2014) prior to disposal The waste must be lawfully transported and disposed of to a licenced facility.	C3	L6	Low
Air Quality	Dust generation during works	C4	L5	Low	Induction to include air quality management practices Water cart or water trailer to be present to wet down material Monitor conditions and cease work where dusty conditions are observed	C4	L5	Low



Aspect	Potential Environmental Impact	Initial Risk Rating			Control Measures	Residual Risk Rating		
		C X	L =	Risk		C X	L =	Risk
Traffic	Impacts on traffic Increased noise from changed traffic conditions	C4	L3	Med	Develop and implement a Construction Traffic Management Plan (CTMP) in accordance with the project planning approvals and the Sydney Metro CTMF. This CTMP would need to be approved by RMS/SCO and implemented prior to the works commencing. Undertake work outside of peak hours, where possible	C4	L6	Low
Pedestrians	Impacts on pedestrians	C4	L4	Med	Implement a Traffic Control Plan and provide alternative pedestrian routes Undertake work outside of peak hours, where possible	C4	L6	Low

A1 Consequence Table

Consequence Table						
Rating	C6	C5	C4	C3	C2	C1
Descriptor/ Impact Area	Insignificant	Minor	Moderate	Major	Severe	Catastrophic
Health and Safety (Injury and Disease)	Illness, first aid or injury not requiring medical treatment.	Illness or minor injuries requiring medical treatment.	Single recoverable lost time injury or illness, alternate/restricted duties injury, or short-term occupational illness.	1-10 major injuries requiring hospitalisation and numerous days lost, or medium-term occupational illness.	Single fatality and/or 10-20 major injuries/permanent disabilities/chronic diseases.	Multiple fatalities and/or >20 major injuries/permanent disabilities/chronic diseases.
Environment	No appreciable changes to environment and/or highly localised event.	Change from normal conditions within environmental regulatory limits and environmental effects are within site boundaries.	Short-term and/or well-contained environmental effects. Minor remedial actions probably required.	Impacts external ecosystem and considerable remediation is required.	Long-term environmental impairment in neighbouring or valued ecosystems. Extensive remediation required.	Irreversible large-scale environmental impact with loss of valued ecosystems.
Customer Experience/ Operational Reliability	Short duration disruptions affecting part of one transport mode.	Minor disruptions affecting several parts of one transport mode.	Serious disruptions affecting operation of one complete transport mode.	Major disruptions affecting operations of one transport mode with network-wide effects on one or more other modes of transport.	Short duration shutdowns or substantial disruptions affecting multiple transport modes with sector-wide cascading effects.	Extensive shutdowns or extended disruptions with economy-wide effects.
Government/ Stakeholder / Public Trust/ Confidence	Negative article in local media. No discernible reaction/apprehension. Goodwill, confidence and trust retained.	Unease – Series of negative articles in local/state media. Confidence remains with some minor loss of goodwill or trust. Recoverable with little effort or cost. Some continuing scrutiny/attention.	Disappointment – Extended negative local/state media coverage. Confidence and trust dented but are quickly recoverable at modest cost within existing budget and resources.	Concern – Short-term negative state/national media coverage. Confidence and trust are diminished but are recoverable with time, staff effort and additional funding.	Displeasure – Extended negative state/national media coverage. Confidence and trust are damaged but are recoverable at considerable cost, time and staff effort.	Outrage – Material change in the public perception of the organisation. Confidence and trust are severely damaged, possibly irreparably, and full recovery both questionable and costly.
Regulatory or Legal Breach	Low-level non-compliance with legal and/or regulatory requirement or duty by individuals or TNSW.	Minor non-compliance with legal and/or regulatory requirement or duty. Investigation and/or report to authority.	Moderate non-compliance. Subject to comment and monitoring from applicable regulator. Small fine and no disruption to services.	Major breach resulting in enforcement action and/or prohibition notices. Substantial fine and no disruption to services.	Substantial breach resulting in prosecution, fines and/or litigation. Licence or accreditation restricted or conditional affecting ability to operate.	Prosecution leading to imprisonment of TNSW executive. Loss of operating licence.
Management Effort/ Organisational Fatigue	An event, the impact of which can be absorbed as part of normal activity.	An event, the impact of which can be absorbed but some additional management effort is required.	An event, the impact of which can be absorbed but much broader management effort is required.	Major event which can be absorbed, but substantial management effort is required.	Severe event which requires extensive management effort but can be survived.	Catastrophic event with the clear potential to lead to the collapse of the organisation.
Benefit Realisation of Initiative, Program or Project	No time delay with initiative or project but it will incur a slight decrease in the benefits realised.	Minor delay with the initiative and/or a minor decrease in the benefits realised, or minor delay on the project or another project, with no public implications.	Several delays with the initiative and/or moderate decrease in benefits realised; or completion date missed for non-critical path project.	Major delays with the initiative and/or major decrease in benefits realised; or publicly announced missed or final completion date missed with demonstrable mitigating external circumstances.	Severe delays with the initiative, which impacts across divisions and/or significant decrease in benefits realised; or publicly announced portion/milestones missed or final completion date missed on critical path project.	Failure to realise benefits of the initiative which adversely affects the enterprise-wide operations of TNSW, or publicly announced portion/milestone significantly missed or final completion date significantly missed on critical path project.
Budget, Costs or Revenue	< \$100k	\$100k – \$1m	\$1m – \$10m	\$10m – \$50m	\$50m – \$100m	> \$100m

A2 Likelihood Criteria

Likelihood						
Rating	L6	L5	L4	L3	L2	L1
Descriptor/ Definition	Almost Unprecedented	Very Unlikely	Unlikely	Likely	Very Likely	Almost Certain
Qualitative Expectation	Not expected to ever occur during time of activity or project.	Not expected to occur during the time of activity or project.	More likely not to occur than occur during time of activity or project.	More likely to occur than not occur during time of activity or project.	Expected to occur occasionally during time of activity or project.	Expected to occur frequently during time of activity or project.
Sydney Metro Probability Analysis	<10%	10-25%	25-50%	50-75%	75-90%	>90%
Quantitative Frequency	Less than once every 100 years	Once every 10 to 100 years	Once every 1 to 10 years	Once each year	1-10 times every year	10 times or more every year

A3 Risk Matrix

Risk Rating		Consequence					
		Insignificant	Minor	Moderate	Major	Severe	Catastrophic
		C6	C5	C4	C3	C2	C1
Likelihood	Almost certain	L1	C	B	B	A	A
	Likely	L2	C	C	B	A	A
	Possible	L3	D	C	C	B	A
	Unlikely	L4	D	D	C	B	B
	Rare	L5	D	D	D	C	B
	Almost unprecedented	L6	D	D	D	D	C



Appendix 2: Cover Page

Environmental Representative Supporting Letter.