

# COMMUNITY CONSULTATION & COMPLAINTS HANDLING PLAN

2-8 LANCELEY PLACE & 14 CAMPBELL STREET

**JULY 2024** 



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#### 1. INTRODUCTION

## 1.1 Project Description

Goodman lodged a State Significant Development Application (SSDA – 48478458) with an accompanying Environmental Impact Statement (EIS) with the Department of Planning, Housing, and Infrastructure (the Department) for the redevelopment of 2-8 Lanceley Place, Artarmon (the Site) in March 2023. The Site is legally described as Lots 11-15 in DP 233037 and covers an area of 14,025 square metres in the centre of the Artarmon Industrial Precinct. On 21 December 2023, consent was granted for the demolition of the existing buildings and the construction of a three-storey warehouse and distribution centre on the Site, including onsite car parking and ancillary offices.

Goodman plans to deliver the works in stages, as follows:

- Stage 1: Site establishment and demolition of buildings and structures (the Project).
   Stage 1 is anticipated to occur in the second half of 2024, with works expected to take approximately 8-12 weeks.
- Stage 2: Main works construction. Stage 2 will be paused until determination of a second development application (SSDA – 66777221) for the construction of a data centre on the Site. Should SSDA – 66777221 be approved, then Goodman will discontinue works under SSDA – 48478458 and instead develop data centre on the Site under that consent.

## 1.2 Purpose and objectives of the Plan

The purpose of this Community Consultation and Complaints Handling Plan (this Plan) is to prioritise trusting relationships with stakeholders involved in the Project, and the community in which the Project will operate. This Plan details the commitment to engage transparently with stakeholders and facilitate continual improvement.

This Plan will detail the processes for:

- Achieving objectives and targets
- Consultation strategies
- Identification of stakeholders
- Responsibilities for implementing the Plan; and
- Grievances and complaints handling.

#### 2. REQUIREMENTS

#### 2.1 Guidelines and Standards

The main guidelines, specifications and policy documents relevant to this plan include:

Undertaking Engagement Guidelines for State Significant Projects, DPHI, March 2024





- Community Participation Plan, DPHI, April 2024
- Social Impact Assessment Guidelines for State Significant Projects, DPHI, February 2023

#### 2.2 Minister's Conditions of Consent

SSDA – 48478458 conditions C1 – C3 set out the requirements of the preparation of the Construction Environmental Management Plan (CEMP), in particular condition C3 states:

As part of the CEMP required under condition C2 of this consent, the Applicant must include the following:

- (a) Construction Traffic Management Plan (see condition B1);
- (b) Erosion and Sediment Control Plan (see condition B11);
- (c) Construction Noise and Vibration Management Plan (see condition B25);
- (d) Construction and Demolition Waste Management Plan (see condition B42); and
- (e) Community Consultation and Complaints Handling.

This CCCHP has been prepared to address condition C3(e).

#### 3. RESPONSIBILITIES

The Goodman Project Manager is primarily responsible for implementing this Plan.

Key contacts for site management and compliance with this Plan are provided in Table 1, below.

Table 1: Site Management Contacts

Position	Name	Phone (work)	Email
Goodman Project Administrator	Kerolous Shnuda	+61 405 477 137	Kerolous.shnuda@goodman.com.au
Goodman Head of Project Delivery	James Crouch	+61 0406 619 335	James.crouch@goodman.com.au
Contractor Project Manager	Tim Elliot	0423 355 554	tim.elliot@deltagroup.com.au



#### 4. CONSULTATION STRATEGY

## 4.1 Expectations and Obligations

In the post-approval stage of the Project, Goodman must continue to engage with the community, Willoughby City Council, and government agencies in line with the Consent. The community should be able to track the progress of the Project, raise concerns, contact authorities where concerns are not addressed, and make a complaint with the Department at any time.

As per the core values and public participation spectrum of the International Association of Public Participation (IAP2), Goodman's obligations are to:

- Inform the community
- Consult with them by listening and acknowledging community concerns and provide evidence that concerns are considered in decision making
- Involve them by making sure that their issues are reflected in any alternatives developed;
   and
- Collaborate by looking to the community for advice and innovation in solving issues and concerns and incorporating their advice into the decision-making process to the maximum extent possible.

Each stakeholder will have a tailored consultation activity that meets their required level of engagement based upon their level of influence or interest in the Project, as determined by Table 2, below.

Table 2: IAP2 Public Participation Spectrum of Engagement

Inform	Consult	Involve	Collaborate
Low interest / low influence	High interest / low influence	Low interest / high influence	High interest / high influence
Provide stakeholders with timely and accurate information on the activities and aspects of the project that may be of interest to them.	Seek a degree of feedback and information from these stakeholders. The information provided may be used to inform the decision-making process.	Work in consultation to manage aspects of the Project which are reliant on the permissions from these stakeholder groups. To also seek a degree of feedback that may be used for the decision-making process.	Partner with these stakeholders throughout the Project's lifecycle, seeking to ensure objectives, concerns and aspirations are consistently understood and considered in the decision-making process.

## 4.2 Consultation Approaches

Choice of consultation activity will depend on the objective of the engagement and the level of stakeholder interest in the Project as determined using Table 3, above. Table 4, below, identifies the most effective consultation activities for the scope of this Project.



Table 4: Project consultation activities.

Activity	Description	Engagemen t Level	Timing
Project Website and contacts	An online Project description will include construction management documentation, construction progress updates, the Complaints Register, and audit reports.  Project management contact details will be provided on the Project website for community enquiries.	Inform	Information will be available online more than 48 hours before the commencement of demolition.  Ongoing enquiries will be managed and recorded in a public register, updated regularly (monthly, at a minimum)
Community Notification Fact Sheets/Flyers	Hard-copy notifications detailing the activities involved with demolition works, timing, impacts, proposed mitigation measures and emergency contact numbers will be delivered in a letter-box drop.  Further notification will occur for high noise / vibration generating work in accordance with the CNVMP.	Consult	All notification, except for unexpected emergency works, should be undertaken at least 7 days prior to commencement of demolition. A community letter-box drop will be undertaken as the primary form of notification a week from commencement.



#### 5. IDENTIFICATION OF STAKEHOLDERS

The Project stakeholders relevant to the assessment of the Project are identified in the Appendix 4 of the EIS, and documented in Figure 1, below. This CCCHP addresses the consultation relevant to Stage 1 works only.

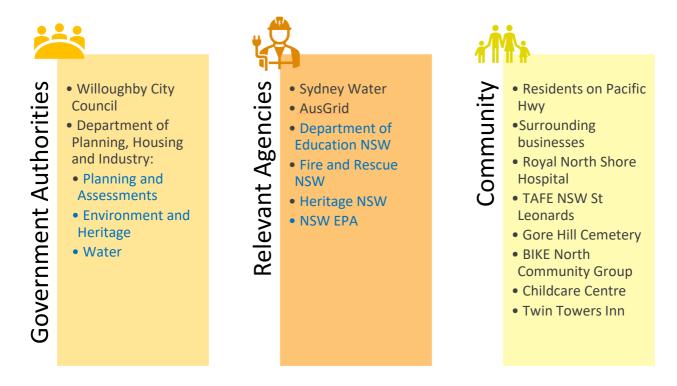


Figure 1: Project Stakeholders (blue text identifies stakeholders relevant to assessment of the Project, black text identifies stakeholders relevant to Stage 1 works)

#### 6. COMMUNITY STAKEHOLDER STRATEGIES

Only the community stakeholders who are identified in the EIS to be impacted have been allocated a strategy for consultation during Stage 1 of the Project. A complete list of community stakeholders, and their details, is provided in Appendix A.

Table 5, below, details the predicted community stakeholder impacts, level of engagement required, and chosen consultation strategy.

Table 5: Community Stakeholder Strategies

Community Stakeholder	Impacts	Level of engagement	Consultation Activity
Surrounding businesses	<ul><li>Additional traffic</li><li>Increased noise</li></ul>	Involve	> A letterbox drop informing them of planned demolition works and Project contacts



Community Stakeholder	Impacts	Level of engagement	Consultation Activity
	<ul><li>Vibration</li><li>Air quality reduction</li></ul>		<ul> <li>Flyer with construction updates advising of progress of current works and advice of commencement of ground works</li> <li>Personal consultation via a visit to update on progress or resolution of complaints, if required.</li> </ul>
North Shore Private Hospital	Increased noise	Consult	Email in lieu of a letterbox drop and continual email or phone construction updates advising of progress     Personal consultation via a visit, if requested.
Childcare Centres TAFE NSW	<ul><li>Increased noise</li><li>Additional traffic</li><li>Vibration</li><li>Air quality reduction</li></ul>	Involve	A letterbox drop informing them of planned demolition works and Project contacts      Flyer with construction updates advising of progress of current works and advice of commencement of ground works      Personal consultation via a visit to update on progress or resolution of complaints, if required.
Gore Hill Cemetery	Potential for small increases in noise	Inform	> Project website and complaints contact details
BIKE North	Temporary impediments to shared-use paths through increased driveway usage on Campbell St	Inform	> Project website and complaints contact details
Residents on Pacific Highway	Potential for small increases in noise	Inform	> Project website and complaints contact details
Twin Towers Inn	Potential for small increases in noise	Inform	A letterbox drop informing them of planned demolition works and Project contacts



A map of the location of community stakeholders relative to the Project is provided in Figure 2.

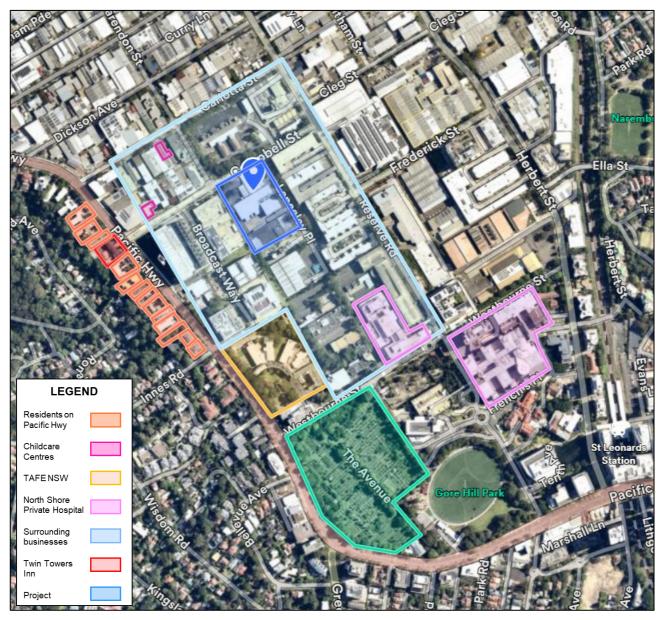


Figure 2: Location of Community Stakeholders



#### 7. NOISE AND VIBRATION CONSULTATION

As per B25(b), (f) and (g), mitigation measures was established through consultation with affected childcare and surrounding commercial premises for activities that result in these receivers being highly disturbed. The Noise and Vibration Management Plan (NVMP) for demolition has been prepared in consultation with receivers as per this Plan. Appendix C and D of the NVMP includes the notification letter and the correspondence with stakeholders.

Feasible and reasonable mitigation measures will be applied as per the NVMP where exceedances of the Noise Management Levels are predicted. Section 6.2 of the NVMP identifies additional consultation to be completed in the event that receivers are subject to high noise / vibration impacts after implementation of the mitigation measures from that document.

#### 8. COMPLAINTS HANDLING

#### 8.1 Communication Channels

Any concerns or complaints from the community will be investigated, and the outcomes and actions of the investigation reported back to the relevant stakeholder/s.

Complaints may be raised through the following:

- In person (to site based personnel)
- Via the Project website: <a href="https://au.goodman.com/property-lease-site/2-8-lanceley-place#contact">https://au.goodman.com/property-lease-site/2-8-lanceley-place#contact</a>
- Via mail: 2-8 Lanceley Place and 18 Campbell Street, Artarmon
- Via phone: 61408618928.

Goodman will endeavour to respond to any complaints within 1 working day of receiving it.

## 8.2 Complaints Register

The Project will maintain a register of community concerns, complaints and external communications. All enquiries and complaints will be recorded in the Complaints Register, which will be updated regularly as stakeholder communications are received. In accordance with condition C14(a)(vii) the complaints register will be made publicly available on the Project website, and will be updated monthly.

#### 8.3 Issues Resolution

Genuine and timely complaints management is integral to building and maintaining trust in the community during the construction and operation of the Project. Figure 3, below, illustrates the enquiry and complaints management process. This process should be implemented for every complaint received during the demolition phase to respond appropriately to issues raised and





minimise the likelihood of reoccurrence. In all cases, a complaint should be investigated, have the relevant corrective actions identified and implemented (if required) and be documented.

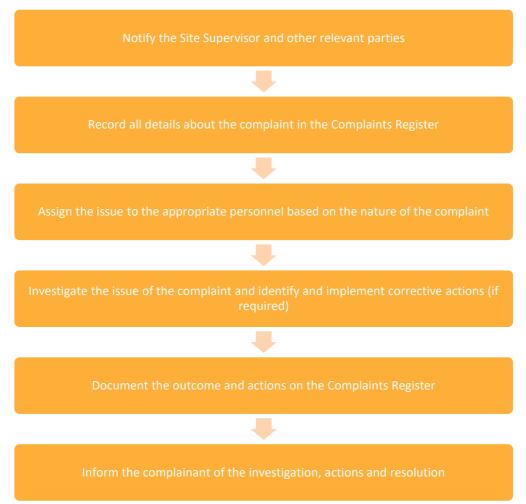


Figure 3: Complaints management process



## **APPENDIX A – COMMUNITY STAKEHOLDER TABLE**

Stakeholder	Address	Stakeholder Group	Method of Consultation
Gore Hill Cemetery	re Hill Cemetery 211 Pacific Highway, St Leonards NSW 2065		Project website
Twin Towers Inn	260-264 Pacific Highway, Greenwich NSW 2065	Commercial	Letter-box drop
Papilio Early Learning Artarmon	6 Clarendon St, Artarmon NSW 2064	Commercial	Letter-box drop
Explore and Develop Artarmon – Early Learning Centre	11-13 Campbell St, Artarmon NSW 2064	Commercial	Letter-box drop
North Shore Private Hospital	Westbourne St, St Leonards NSW 2065	Medical	Email
National Storage	11 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Tiger Clean	11 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
WineVault/Winearc	11 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Spare Room	5 Lanceley place, Artarmon NSW 2064	Commercial	Letter-box drop
Australian Liquidity Centre	5a Broadcast Way, Artarmon NSW 2064	Commercial	Letter-box drop
Avania	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Mutoh Australia	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Progressive Risk Management	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop





Stakeholder	Address	Stakeholder Group	Method of Consultation
Rylock Windows and Doors	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Two Tease Architectural Hardware	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
YSS Shower Screens	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
My Coffee Fix	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Artact Art and Framing	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Fulcrum 3D	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Celmec International	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 08	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
BDC Services	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Play Workshop	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
IRT Access	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Haribo Australia	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 17	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Ave Pty Ltd	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Totalability	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop



Stakeholder	Address	Stakeholder Group	Method of Consultation
Cosmac Surgical/Axcess Home Health	76 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Fluid Seals and Packings	80 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Go Electrical	80 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Pacific Mist Watering Systems	80 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Piper's Plumbing	80 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Plumbers' Co-op	80 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
The Roofing Specialists	80 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Vision Building	80 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Amarisco Picture Framing	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Australian Glass	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Big Picture	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Bristol Paints Artarmon	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 09	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Duagon	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Hyland Printing	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop



Stakeholder	Address	Stakeholder Group	Method of Consultation
Liquid Asset Management	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Matrix	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Orana Car & Truck Rental	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Sydney Paint Stripping	82 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Tech Trader	3 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Ausgrid	1 Broadcast Way, Artarmon NSW 2064	Commercial	Letter-box drop
EuropCar	1 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
The Carkit Company	1 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Hanson Concrete Plant	10 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Suez Cleanaway Resource Recovery Centre	12 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
EuropCar	1c Clarendon Street, Artarmon NSW 2064	Commercial	Letter-box drop
АР	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Artarmon Tool Manufacturing	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 11	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Candela	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop



Stakeholder	Address	Stakeholder Group	Method of Consultation
Coffee Pump	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
ColBros Electrical	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Custom Power	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Designbuild	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
DNA Connect	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
East Coast Audio Visual	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Essence Design	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Geoff Gay	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Geoff Howden	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Hard Art	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Ogalo	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Owen International Proprietory	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Powerform Control	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Snap Print Solutions	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
State Interiors	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 19	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop



Stakeholder	Address	Stakeholder Group	Method of Consultation
Unit 22	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 20	2-8 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 05	3 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Gillespies Hire and Sales	3 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Jennings Plumbing Services	3 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Tech Trader	3 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Twin Loop Binding	3 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Artarmon Mazda	3-5 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Storage King	5 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Bates Landscapes	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Delta Diesel Services	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
enLighten	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
hsy autoparts	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Hy-Performance Valves	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
JDV Projects	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
MultiBase	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop





Stakeholder	Address	Stakeholder Group	Method of Consultation
Rich's	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Rotric Constructions	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Slate NSW	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Texas Productions/GasGas	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
The Roo Brothers Catering/Pan Italiana	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
The Traffic Marshal	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Tiger Coffee	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Videocraft Equipment	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 11	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 03	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Unit 04	78 Reserve Road, Artarmon NSW 2064	Commercial	Letter-box drop
Food Distribute	7-9 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Lugosi Auctioneers and Valuers	7-9 Lanceley Place, Artarmon NSW 2064	Commercial	Letter-box drop
Boral Concrete	88 Reserve Road, Artarmon NSW 2064	Commercial	Project website
Home HQ	1 Frederick St, Artarmon NSW 2064	Commercial	Letter-box drop



Stakeholder	Address	Stakeholder Group	Method of Consultation
Evangelical Formosan Church	10 Carlotta Street, Artarmon NSW 2064	Place of worship	Letter-box drop
Quad Services	12 Carlotta Street, Artarmon NSW 2064	Commercial	Letter-box drop
Sydney Premium Detailing	16 Carlotta Street, Artarmon NSW 2064	Commercial	Letter-box drop
Daikin Trade	16/18 Carlotta Street, Artarmon NSW 2064	Commercial	Letter-box drop
NextDC	2 Broadcast Way, Artarmon NSW 2064	Commercial	Letter-box drop
Prestige Wraps	20 Carlotta Street, Artarmon NSW 2064	Commercial	Letter-box drop
TAFE NSW / Bradfield High	213 Pacific Highway, St Leonards NSW 2065	Education	Letter-box drop
Blue Dot Studios	24 Carlotta Street, Artarmon NSW 2064	Commercial	Letter-box drop
Storage Works	269 Pacific Highway, Artarmon NSW 2064	Commercial	Letter-box drop
Tanaka Real Estate	269 Pacific Highway, Artarmon NSW 2064	Commercial	Letter-box drop
Bayswater Car Rental	285 Pacific Highway, Artarmon NSW 2064	Commercial	Letter-box drop
Fox Sports	4 Broadcast Way, Artarmon NSW 2064	Commercial	Project website
Artarmon Deli	6 Carlotta Street, Artarmon NSW 2064	Commercial	Letter-box drop
Anis Car and Truck	7 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Bunnings Artarmon	71 Reserve Road, Artarmon NSW 2064	Commercial	Project website



Stakeholder	Address	Stakeholder Group	Method of Consultation
Wyvern Smash Repairs	8 Carlotta Street, Artarmon NSW 2064	Commercial	Letter-box drop
Storage Works	9 Campbell Street, Artarmon NSW 2064	Commercial	Letter-box drop
Residential properties on westbound side Pacific Highway <sup>1</sup>	Pacific Highway	Residential	Project website

<sup>&</sup>lt;sup>1</sup> As per the noise impact assessment these receivers are not predicted to experience any noise above the applicable noise management levels.





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