

27 October 2023



Meeting Minutes

Northern Community Liaison Group

| | | | |
|----------|--------------|--------------|-------------------|
| Date | 27/10/2023 | Time | 10am - 12pm |
| Chair | Jeni Coutts | Meeting no. | 6 of 2023 |
| Location | Watsonia RSL | Minute taker | Jacqueline Weedon |

Attendees

| Attendees | | | |
|--|---|---|--------------------------|
| Name | Organisation | Name | Organisation |
| Jeni Coutts (JC) | Independent Chair | Adrian Carter (AC) Advisor, Communications and Stakeholder Relations, North | NELP |
| Giselle James (GJ) | Community Representative | Stephen Paul (SP) | Community Representative |
| Josh Ribarich (JR) Communications and Stakeholder Relations Advisor | NELP | Scott Lambert (SL) Senior Advisor, Communications and Stakeholder Relations, North | NELP |
| Shondelle Mathews (SM) Spark, Manager, Community Engagement | Spark | Kate Zisos (KZ) Senior Precinct Community Engagement Advisor | Spark |
| Andrew Mills (AM) | Community Representative | Alan Hunter (AH) | Community Representative |
| Mick Marcevski (MM) Manager Project Integration & Assurance | Department of Transport and Planning | Kathleen Petras (KP) Transport Planning & Project Coordinator | Banyule City Council |
| Michelle Molinaro (MM) | Community Representative | Wendy Cisar (WC) | Community Representative |
| Ashlie Lynch (AL) | MTM | Wade Howell (WH) | Community Representative |
| Kim Norton (KN) Communications and Stakeholder Relations Lead | AMA | Elizabeth Patena (EP) Senior Communications and Stakeholder Relations Advisor | NELP |
| Michael Moloney (MMo) Senior Project Manager | MTM | | |

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| Apologies | | | |
|----------------------|--------------------------|------|--------------|
| Name | Organisation | Name | Organisation |
| Michelle Giovas (MG) | Community Representative | | |

Actions – Short Term

| No. | Action | Owner | Due | Status | Update |
|------|--|-------|--------------|--------|--|
| N4-3 | LM to advise if lighting at the end of Kay Court will be reinstated | LM | 22 September | CLOSED | Six solar lights have been installed |
| N4-6 | LM to advise what bespoke mitigations have been put in place for residents | LM | 22 September | CLOSED | Information was provided at the last meeting held on 22 September |
| N4-7 | EP to advise how the Spark voucher will be communicated to affected residents who require a parking permit | EP | 22 September | CLOSED | Council provides one free resident permit and Spark will reimburse the cost via a gift card for one visitor permit. Other requests will be considered on a case by case basis. |

Key discussion points/decisions

| Owner | Action |
|---------------------------------------|--|
| Jeni Couatts (JC) | <p>Welcome and introductions</p> <ul style="list-style-type: none"> Welcome and outstanding business Introduced guest presenters: Michael and Ashlie from MTM |
| Scott Lambert (SL) Kim Norton (KN) | <p>North Package Update</p> <p>Presentation covered upcoming rail disruptions, UDLP public exhibition engagement and upcoming works including site investigations</p> <p>Rail Disruptions:</p> <p>AM: When will communications go out regarding buses replacing trains? MMo: Progressively over the next four weeks</p> <p>WC: Will Watsonia or Macleod Stations be closed? MMo: Macleod station platform will be closed, the footbridge will remain open at Watsonia station, however you will be unable to access the station platform</p> <p>WC: Will station amenities be open? MMo: This hasn't been confirmed as yet</p> <p>WC: Will there be shade huts for people to wait for buses under? MMo: Yes</p> <p>GJ: Will MTM be attending these meeting regularly? MMo: MTM will attend when works are coming up, or as required KN: The AMA construction team will also be attending to explain works as they are approaching.</p> <p>MM: Last time trains were replaced with buses Banyule Council provided access to people with wheelchair requirements, will this be available again? MMo: Yes, this will continue</p> <p>MM: Can this be put on the Nillumbik website KP: If PTV can provide notifications Council can choose to put these on their social media pages</p> <p>SP: Are these works only in December? MMo: Yes, this is a three week shutdown in December</p> |

| Owner | Action |
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| | <p>UDLP Exhibition:</p> <p>SP: Received a compliment on how well the UDLP Exhibition was presented at the Hub and staff interacted with community members.</p> <p>JC: Construction starts in Q2 of 2024? KN: Yes</p> <p>WC: How many carparks will be in the Watsonia Station offset carpark? KN: It is a like for like duplication</p> <p>WC: How many carparks will there be at site compounds for workers? KN: There be ample parking for our workers</p> <p>WC: Will there be more than 200? KN: To be confirmed at a later date.</p> <p>WC: Will the carparks be available, and will there be sufficient spaces when works commence? KN: Yes, there will be enough capacity with additional spaces available during peak times</p> <p>WC: How will parking be communicated to AMA team members? KN: There will be staff briefings and policing of parking, there will be repercussions for those who don't meet the requirements.</p> <p>WC: When Spark started works there was some goodwill offered such as carwash vouchers etc, what will AMA be able to offer impacted people? KN: We have funds allocated for this purpose</p> <p>WC: Can we see a timeline and what will be made available at the first meeting in 2024. What will the priority and offers be? KN: We will be able to update members on this in Q1 2024.</p> <p>GJ: Has AMA been briefed by NELP on the type and level of community engagement expected? KN: We have a contractual document with certain criteria that must be met. NELP has shared lots of information with AMA</p> |
| <p>Shondelle Mathews (SM) Kate Zisos (KZ)</p> | <p>Spark Works Update:</p> <p>Presentation included photos of various work sites to show detail of works in progress. Bulleen Road diversion also explained to group.</p> <p>JC: When will the conveyor be completed? KZ: The conveyor will be connected to the spoil shed in November. By March 2024 it will be fully assembled.</p> <p>WC: What does the ventilation tunnel do? KZ: Once the tunnel is operating it will provide ventilation and help circulate oxygen via fans</p> <p>WC: Where will the ventilation shafts be? KZ: There will be one near Blamey Avenue and the other will be on Bulleen Rd.</p> <p>AM: Will the Hub be open tonight for Watsyvania? EP: No- the hub did open last year however after a initial rush it was very slow and most people came in with questions about the project while waiting to collect their takeaway dinner.</p> <p>AM: Are the shops participating? SM: Yes</p> <p>MM: The Diamond Creek shops sell maps for a treasure hunt. will Watsonia be doing the same? SM: Yes, and there will be many activities including a haunted house, face painting and treasure hunt</p> |
| <p>Jeni Coutts (JC)</p> | <p>Other business Nil</p> |
| | <p>Open Forum</p> <p>MG requested (via email) to extend the UDLP submission/consultation timeline for an extra week. NELP: The UDLP was on exhibition for 21 days from Monday 9 October – Sunday 29 October. The UDLP was available on the Engage.Vic website a bit before 9 am on Monday 9 October. This is consistent with timings for other projects. The 5 pm close is consistent with the North East Link EES, the UDLP for Bulleen Park & Ride, the UDLP for the North East Link Tunnels and other planning approvals</p> |

| Owner | Action |
|-------|---|
| | <p>The 5 pm close is also consistent with public exhibitions of similar plans for other projects. Development plans for Metro Tunnel (which are similar to UDLPs for North East Link) also close at 5pm.</p> <p>JC: If there are extenuating circumstances preventing someone from making a submission, they can make an application for an extension KP: Banyule Council has requested and been granted permission to make a late submission. The Northern Package UDLP will be on the agenda at the Council meeting on 20 November and all are welcome to attend, we will be making our submission to NELP after this.</p> <p>JC: SP has requested that Tunnel Boring Machine (TBM) naming conventions be discussed at this meeting. SP: Doesn't agree that TBMs should be named after women as it could be seen as demeaning to women.</p> <p>JC: Explained that tradition dates back to the 1500's when people used to underground into mines, and they prayed to Saint Barbara (Patron Saint of Tunnelling) to protect them whilst underground. These days there are blessing ceremonies and a statue of Saint Barbara is blessed and placed in the entrance of the tunnel prior to tunnelling commencing. This is the reason the TBMs are always named after women and superstition surrounding this will not change. SP: I would like to suggest that they should be named after local artists, prominent Victorian couples (for example, John and Nancy Cain) or given indigenous names rather than only named after women.</p> <p>GJ: Could a member of the MTM design team attend a meeting and talk through the design for Watsonia Station when it becomes available? And also, why it was necessary to move all of the carparking to the offset carpark and will the bus coordinate with this? KN: We will be able to provide an update on this during the approvals process and there will also be an UDLP for this section</p> <p>GJ: Will the offsite carpark for the station have the same number of carparks? KN: Yes, we have to provide a like for like solution so as to not disadvantage users.</p> <p>GJ: Would like to commend Donna from AMA for her commitment to her job and stated she is a real asset. Expressed her thanks to all involved in the UDLP exhibition, which was very well presented and also for the offer of property condition surveys for eligible residents.</p> <p>MM: I recently called the contact centre and had a great experience. The agent communicated really well and listened with empathy. My query was also resolved on the spot. EP: I appreciate the positive feedback and will pass onto the agent as I manage the Contact Centre for NEL. <i>Note: This positive experience was shared with the agent and they were very grateful for the feedback</i></p> <p>AM: Is it Sparks responsibility to maintain the condition of Greensborough Road? SM: If there is a certain area of concern that is reported we can investigate. Once tunnelling commences, we will also commence surface works on Greensborough Rd KZ: There has been a recent line marking refresh but If you notice any lines that need remarking please report this.</p> <p>WH: The light at the bottom of Kay Court is working SM: We received a complaint last week and the issue has been rectified</p> <p>WH: I will double check they are working and let you know if there are any issues. There has also been an increase in dust in the area which is concerning people SM: Dust is difficult to manage, we do spray water and the environmental team spray a polymer to try and reduce dust movement and this will be increased when the sites shut down over Christmas, environmental controls will be increased over the summer months.</p> <p>WH: Will there be a site contact available over the Christmas break? SM: Yes, call 1800 105 105 number and there will be someone who can respond to issues on site if raised</p> <p>WH: The closure of Crew Street has highlighted the issues we are having with accessibility to our area. When the project began, we were told that we wouldn't lose any access but we have lost access from Greensborough Road which won't be reinstated SM: Crew Street has been closed during the recent borehole drilling works for safety and security reasons. Access is available after 5pm.</p> <p>WH: It's highlighted that we only have one way in and one out of the area and we were told that we would retain two. SM: They may have been referring to your own property when they said you wouldn't lose access JR: There may have been a miscommunication</p> <p>WH: There is a lot of traffic in the area and it would be difficult leave the area in case of an emergency SM: Emergency provisions are in place and access would be allowed if required</p> |

| Owner | Action |
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| | Next meeting 24 November |
| | Thanked NBLG members and presenters and closed the meeting at 11:26am |

Actions – Short Term

| No. | Action | Owner | Due | Status | Update |
|------|---|-------|----------|--------|--------|
| N6-1 | KP to advise if Banyule Council can advertise process to claim for a parking permit from Spark in bi-monthly newsletter | KP | 27.11.23 | Open | |
| N6-2 | KN to confirm how many carparks will be available for workers | KN | 27.11.23 | Open | |
| N6-3 | KZ to provide link to video of spoil shed | KZ | 27.11.23 | Open | |
| N6-4 | KZ to advise if solar panels will be fitted to the spoil shed | KZ | 27.11.23 | Open | |
| N6-5 | GJ to provide KN a copy of her list of concerns and arrange a time to come to Hub to discuss | GJ/KN | 27.11.23 | Open | |
| N6-6 | KZ to present lookahead on Greensborough Road surface works | KZ | 27.11.23 | Open | |

Actions – Long Term

| No | Owner | Topic | Status |
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Future Presentations

| Scheduled Date | Date Raised | Topic | Owner | Update |
|----------------|-------------|---|-------|--|
| Q4 | 1 December | JC has requested actual v's modelling for noise and vibration to be presented in 2023 | LM | LM to arrange JR (Spark Environment Manager) to present when results available |
| Q3 | 31 March | Vent outlet operation presentation including how will the vent outlets disperse the emissions and how far will they go? | LM | LM to arrange presentation |
| 2025 | 31 March | Presentation on LXRP's communication plan for the Macleod level crossing removal | JN | LXRP to present at a future meeting |

| Scheduled Date | Date Raised | Topic | Owner | Update |
|----------------|--------------|---|-------|---|
| Q3 | 31 March | Vent outlet operation presentation including how will the vent outlets disperse the emissions and how far will they go? | LM | LM to arrange presentation |
| Q3 | 12 May | VPS Overview | LR | Presentation to be given in future meeting |
| Q1 2024 | 22 September | D Wall construction | SM | SM Presentation to be given in future meeting |
| Q1 2024 | 27 October | AMA to present what goodwill offers will be available to residents | KN | Presentation to be given in future meeting |

Additional information