

31 March 2023



Meeting Minutes

Northern Community Liaison Group

Date	31/03/2023	Time	10 AM
Chair	Jeni Coutts	Meeting no.	1 of 2022
Location	Montmorency RSL	Minute taker	Jacqueline Weedon

Attendees

Attendees			
Name	Organisation	Name	Organisation
Jeni Coutts (JC)	Independent Chair	Dieter Lim (DL)	Spark
Michelle Molinaro (MM)	Community Representative	Stephen Paul (SP)	Community Representative
Michelle Giovas (MG)	Community Representative	Giselle James (GJ)	Community Representative
Wendy Cisar (WC)	Community Representative	Andrew Mills (AM)	Community Representative
Wade Howell (WH)	Community Representative	Rebecca Maretic (RM)	NELP
Damian Percy (DP) Construction Director, North	Spark	Holly Havers (HH) Director, Community Engagement	Spark
Jim Needham (JN) Manager, Communications and Stakeholder Relations, North	NELP	Katy Sylvia (KS) Senior Advisor, Communications and Stakeholder Relations	NELP
Natalie Pearson (NP) Senior Manager, Community Partnerships	NELP	Tallis Richmond (TR) Manager, Government Relations	NELP
Renato Marnich (RM) Trader Engagement Specialist	NELP	Adrian Carter (AC) Communications and Stakeholder Advisor, North	NELP
Debora Negroa (DN) Senior Advisor, LPR	Spark	Mick Marcevski (MMA) Manager Project Integration	Department of Planning
Kathleen Petras (KP) Transport Planning & Projects Coordinator	Banyule City Council		

Attendees			
Name	Organisation	Name	Organisation
Apologies			
Luke Minton (LM) Manager, Community Engagement	Spark	Mark Judge (MJ) Manager Project Integration & Assurance	Department of Planning
Allan Hunter (AH)	Community Member	Shaarang Bandekar (SB) Traffic Engineer	Department of Planning
Scott Lambert (SL) Senior Advisor, Communications and Stakeholder Relations, North	NELP		

Key discussion points/decisions

Owner	Action
Jeni Coutts (JC)	<p>Welcome and Introductions</p> <ul style="list-style-type: none"> Jeni welcomed the group to the meeting Attendees introduced themselves to the group Advised group that Natalie and Jacqui from North East Link are the first point of contact for members Reminded the group that the Community Liaison Group (CLG) serves in an advisory and not a decision making capacity Outstanding issues and actions
Tallis Richmond (TR)	<p>Provided project Overview including benefits, timeline, sport and recreation upgrades and new facilities</p> <p>WC: I have requested that trees be planted along Greensborough Rd in front of the hoarding and was told that it was not possible. HH: Which area are you talking about?</p> <p>WC: A number of trees were removed from Winsor Reserve, myself and my neighbours would like to see small trees planted in front of the hoarding. There must be a native tree that is suitable to be planted there. HH: We are currently building the hoarding and then the acoustic shed, once this is done, we can potentially go back and see what can be done.</p> <p>WC: Its important because we have noticed the birds are going elsewhere.</p> <p>WC: Are the new sports facilities open to the public? TR: Yes, some that are located within school grounds are open to the public outside of school hours. Trinity College grounds are not open to the public.</p> <p>MG: It was noted in the presentation that 30,000 trees are to be planted, shouldn't that be 60,000 as there is to be two trees planted for each one removed? TR: There was a indicative figure of 16,000 in the EES, potentially 30,000 to be planted comes from that figure. At this stage the true final figure is unknown as we don't have the final designs for the whole of North East Link (NEL). Our commitment is two trees for one tree, planting has already started in various locations and two lone pines were relocated in Simpson Barracks.</p>
Holly Havers (HH)	<p><u>Tunnelling Package Update</u></p> <p>Presentation covering Introduction to Spark, works update, TBM launch box construction, Vent tunnel construction, Winsor Reserve compound, Yallambie construction, Ongoing trader engagement.</p>

Owner	Action
Damian Percy (DP) Dieter Lim (DL)	<p><u>Works Update</u></p> <p>DP worked through a video of the site stopping at various points to discuss aspects of the construction site and works.</p> <p>MG: How many truck movements are expected at Winsor Reserve? <i>DP: We expect approximately one truck movement every two minutes 24/7 for the duration of the tunnel excavation (expected to be just over two years)</i></p> <p>MG: Where is the exit point? <i>DP: There is a dedicated signalised intersection being constructed which will be the entry and exit point for trucks, this will be operational in the coming weeks.</i></p> <p>SP: Will this area be open to the public? <i>DP: No, this is construction vehicle access only.</i></p> <p>WC: Will there be hoarding going up at the back of Happy Valley next to Winsor Reserve? WC: Where does the entrance of the shed begin from Greensborough Road? <i>HH: Trucks will come off Greensborough Road where there is a six-meter hoarding next to Happy Valley and straight into the shed to be loaded before exiting via the intersection.</i></p> <p>WC: What communication have the 120 parents that access Happy Valley had? <i>HH: Our Senior Trader Engagement Advisor works closely with them in conjunction with RM and the staff have had a number of briefings, as well as receiving works notices and being able to request other resources to help them communicate with the parents. We haven't had any complaints or concerns raised from the parents directly. RM: We engaged with Happy Valley prior to Spark coming onboard about what they needed. We work with the businesses on what they think they need and rely on them to tell us what they need to engage with the families. Happy Valley own the relationship with parents and we can't go directly to them. We are in the process of arranging a meeting and hope to meet with them again soon.</i></p> <p>MG: Apart from noise has there been any thought regarding fumes from diesel trucks impacting the community? <i>DP: There will be noise, trucks are fitted with Adblue, which is environmentally friendly and reduces the emissions.</i></p> <p>MG: Will Spark be doing air monitoring? <i>DP: Absolutely</i></p> <p>MG: And you will let this committee know? <i>DP: Yes</i></p> <p>WC: Around the sites chosen to take spoil to are the surrounding families aware this will be coming to their community? <i>DP: Most of the currently identified sites are dedicated landfill sites which we are contributing to. We are looking for opportunities to reuse the landfill material and are using as much as possible within this part of the project. We are also in discussion with other packages to see if they can also make use of it. There will be an excess though, which will go to dedicated, legal, permitted landfill sites. TR: This was canvassed extensively during the Environment Effects Statement (EES), most of the spoil will travel north to the Hume corridor, which was indicated in the EES and also means it will be on the M80 Ring Road very soon after leaving Winsor Reserve.</i></p> <p>WC: I just wanted to be clear that communities were aware of what was coming into those areas.</p> <p>SP: How many ventilation outlets will there be? <i>HH: There will be two vent outlets, one at either end of the tunnel and a smoke exhaust at the Manningham Road interchange in case of a fire emergency in the tunnel.</i></p> <p>GJ: How tall are the vent outlets? <i>DL: Around 50 metres.</i></p> <p>GJ: How will they disperse emissions and how far will they go? <i>HH: They are designed to meet guidelines. TR: It's worth noting we already have a number of vent outlets in densely populated areas in Melbourne and standards to apply to them.</i></p> <p>WC: We were told there would be a 300 vehicle carpark for Spark staff not 100. <i>DP: A second carpark that can accommodate close to 200 cars is about to be opened opposite Oban Way</i></p> <p>MM: Its great to see you have placed signs in local streets stating 'no project parking' so the locals can still park there. <i>HH: There has been a decrease in parking complaints since we put the signs up and opened the first carpark, we will be staying very vigilant on this.</i></p> <p>MG: Weren't you going to have strategies to minimise people travelling to site by car? <i>HH: We encourage people to take public transport or carpool. Everyone is aware of where the bus stops and train stations. We have also been working with Banyule Council and some local streets close to the site now have parking restrictions to help protect the residents from people without permits parking for</i></p>

Owner	Action
	<p>longer than two hours. Although complaints are decreasing, we still encourage people to report any concerns and if possible provide a registration number.</p> <p>WC: How far along Greensborough Rd will the tree lined boulevard go? DP: From Lower Plenty Rd up to where the entrance to the tunnel is in Watsonia.</p> <p>WH: There is going to be a new intersection put in at Oban Way. DP: Yes, this will be a left-in left-out intersection which should be signalised in four to six weeks.</p> <p>MM: The speed limit signage that is displayed next to St Marys Primary in Greensborough is incorrect – it is currently in a red circle which indicates a mandated speed limit but it displays ‘roadworks ahead prepare to stop’ which means it should be in a black circle. JN: This may be related to the rail works as they have site compound where Hume Pavers used to be but we will follow up.</p> <p>WH: Will the laydown area near Colleen/Drysdale Streets remain? DP: This area will form part of the box and this material will be removed.</p> <p><u>TBM Launch Box Construction</u></p> <p>MG: Do you have a diagram that shows the overhead gantry?_DP: It goes from the TBM, up along the back and over the road to the shed at Winsor Reserve.</p> <p>WC: Can a different colour be used to show the enclosed conveyor belt on the diagram?_HH: We are preparing some 3D images at the moment which will give a much better indication of how it will look.</p> <p>WC: When will they be ready?_HH: Hopefully very soon, Luke Minton will be in touch to continue conversations with residents close to Winsor Reserve.</p> <p><u>Yallambie Construction Update</u></p> <p>SP: Will the power station at Simpson Barracks remain once the TBM has finished?_HH: I will need to take that question on notice. JN: Believes it is required for ongoing tunnel operations.</p> <p>WC: What is the communication plan when the level crossing is removed in Macleod as this will have flow on effects to streets around the area. JN: I will need to find out from Level Crossing Removal (LXRP) TR: The different departments within MTIA always communicate with each other when works could effect another team.</p> <p>WC: Can we get a representative from LXRP to come and present on this? JC: Yes, we have had presentations in the past from different teams within MTIA and can arrange this.</p> <p>11.10am DP left the meeting with thanks from JC for the detail provided.</p> <p><u>UDLP Update</u></p> <p>WH: What size are the trees that are being planted?_DL: They will be 2-3 metres high saplings</p> <p>WH: How long will it take for the trees to grow from that to average person height?_DL: Approximately eight to ten years of growth</p> <p>MG: That’s if they are maintained_DL: Ventia will maintain them for the next 25 years.</p> <p>WC: Are there plans to reinstate losses along the way?_DL: The ground will be cleaned and better planting conditions created, which will hopefully create a 95% survival rate subject to drought, rainfall etc.</p> <p>MM: Will there be safety rails on the boardwalks at Borlase Reserve?_DL: These will be placed where necessary</p> <p>MM: It’s not disabled friendly_DL: We are working on universal access requirements to make access easier for all.</p>
Jim Needham (JN)	<p><u>North Package Update</u></p> <p>Introduced Kim Norton, Communications and Stakeholder Relations Lead for AMA</p> <p>Provided high level overview of timeline for Ring Road completion</p> <p>MG: Has the preferred bidder been advised that the community want the trench covered? JN: Lid the Link campaign?</p>

Owner	Action
	<p>MG: Yes JN: <i>There are challenges in covering the tunnel such as needing another ventilation structure. We are looking at ways to increase landscaping opportunities and community movement across connections such as landscaped bridges at Watsonia Road and Elder Street.</i></p>
Natalie Pearson (NP)	<p><u>Community Engagement</u></p> <p>Overview of Community Engagement at Markets, community events etc and North East Community Fund</p>
Jeni Coutts (JC)	<p><u>Other Business</u></p> <p>Feedback from members requested on meeting days/ times</p> <p>Trader Engagement presentation deferred to next meeting</p> <p><u>Open Forum</u></p> <p>WC: What is the timeline to engage a community artist to decorate the hoardings that have gone up? HH: <i>We are committed to creating a pleasant environment and will be asking for feedback on what people would like to see. We are close to signing a partnership to help achieve this.</i></p> <p>WC: Is there a regular schedule for the cleaning of gutters and roads? Can I share information with people in highly impacted areas that Spark may be able to assist with some items such as car wash vouchers etc as I have spoken to a number of people who aren't aware of this? HH: <i>We would like to build a relationship with the community and ask that people contact the 1800 105 105 number or the Spark Community Engagement team if they are being impacted by works and are in need of assistance or support. There is a process to determine who and when they are eligible and what they are eligible for.</i></p> <p>WC: This information is not being shared fairly amongst affected community members, can I print flyers to hand or can this committee let people know? HH: <i>We proactively include information in all our communications advising that if the community is experiencing impacts, they are encouraged to please contact us directly via the publicly available 1800 number or email address so we can discuss their circumstances. JC: It is not appropriate for a committee member to print flyers to hand out.</i></p> <p>MG: Will the air pollution control equipment on the tunnel exhaust be installed and operational on day one? HH: <i>All systems must be operational.</i></p> <p>MG: Specifically the air pollution control equipment, there is provision for it but I'm not sure whether it will be installed and operational.</p> <p>Note: Due to time constraints, MG ran through the following issues and advised she would email directly:</p> <ul style="list-style-type: none"> • Somers avenue residents are reporting vibration that seems to be worse inside their homes than outside. • Machinery seems to be excessively noisy. • Excessive dust, it appears the water carts aren't adequately suppressing dust. • The restoration of the playground at the rear of Winsor Reserve has not been completed. There is still gravel there and the seating has not been replaced. • Spark vehicles are still parking in Somers Ave HH: <i>This should diminish with the new worker carparks opening.</i> <p>MM: Showed a copy of the Local Warrandyte Diary and advised it was a very well written article about the tunnel.</p> <p>SP: Vibrations are being felt in Torbay St as well as Somers Ave. Since the Greensborough Rd realignment there is no easy way to make a right-hand turn into Powley Pde and Wattle Drive during construction. Can signals been installed? The laneway at the back of the shops is not a good option HH: <i>We are aware of this and are working on this issue. KS: There isn't enough room to create turning lane in the area. In the interim we suggest that people continue down and make left turn into Yallambie Rd and around the roundabout at Frensham Ave and then right onto Greensborough Rd and left into Powley Pde or Wattle Ave. We are also working with Department of Planning to see if there is there are any improvements that could be made to help slow traffic. We are also looking at</i></p>

Owner	Action
	<p><i>what signage can be installed and anticipate once the signalised intersection at Winsor Reserve is operational this will help to slow traffic.</i></p> <p>JC: Next CLG: North meeting: 12 May 2023</p> <p>JC: Thanked CLG: North members and presenters and closed the meeting at 12:05pm.</p>

Actions and issues register

No.	Date raised	Action/Issue	Owner	Status	Date closed
N1-1	31 March	WC has requested trees to be planted in front of hoarding along Greensborough Rd	HH	OPEN HH to investigate if this is possible and provide feedback at next meeting	
N1-2	31 March	Link to tree fact sheet to be sent with minutes	JW	CLOSED JW to send	01.05.23
N1-4	31 March	JN to follow up with MTM on incorrect speed limit signage around St Marys Primary	JN	OPEN JN to provide MTM response at next meeting	
N1-5	31 March	HH to advise if power station will remain at Simpson Barracks once the TBM has finished	HH	OPEN HH to provide response at the next meeting	
N1-7	31 March	JN to provide more information at the next meeting on tree replacements due to rail works	JN	OPEN JN to provide response at next meeting	
N1-8	31 March	JN to provide more information at the next meeting how high the multistorey carpark will be at Watsonia station and what the plan will be for displaced commuters during construction	JN	OPEN JN to provide response at next meeting	
N1-9	31 March	Can the line "and the land has never been ceded" be added to the Acknowledgment of Country?	NP	OPEN NP to provide response at next meeting	
N1-12	31 March	Will air pollution control system be installed and operational from day one?	HH	OPEN To be confirmed at next meeting	
N1-13	31 March	Somers Avenue: Are vibration limits being exceeded or is measuring equipment placed in the correct area	HH	OPEN HH to investigate and report back at next meeting	
N1-15	31 March	MM to provide NP with a copy of the article from the Local Warrandyte Diary	MM	OPEN MM to provide article	

Short Term Actions

No	Owner	Topic	Update
1a	HH	WC has asked for a timeline of when hoarding will be decorated	We're preparing to commence engagement with local residents regarding artwork on sheds and hoarding in the Watsonia area, including Winsor Reserve, from June this year. We're looking forward to hearing about what the community wants to see on these structures and helping bring their vision to life. We expect artwork to be installed by end of the year, and we'll keep the CLG updated as we progress.
1b	HH	HH to provide update on how the right hand turn at the north end of Macleod from Greensborough Rd issue can be alleviated	Spark is working with Department of Planning on roadside traffic management inclusions to increase awareness of turning movements, including installing additional signage and line marking e.g., keep clear sections. Importantly, we expect to have the signalised intersection on Greensborough Road allowing construction access into Winsor Reserve operational from mid-2023. This will allow breaks in the traffic for vehicles turning right into local streets safely. We appreciate the patience of the community as we make changes in the local area to allow construction to progress

Future Presentations

Scheduled Date	Date raised	Topic	Owner	Status
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
12 May	1 December	JC has requested updates on round one successful projects before round two opens	NP	NP to give presentation on progress of projects
Q3	31 March	Vent outlet operation presentation including how will the vent outlets disperse the emissions and how far will they go?	HH	HH to arrange presentation
Q2	31 March	Presentation on LXRP's communication plan for the Macleod level crossing removal	JN	LXRP to present at a future meeting
Q2	31 March	MG has asked for a report on complaint numbers, types, resolution and trends	LM	Presentation to be given in future meeting