

12 May 2023



Meeting Minutes

Northern Community Liaison Group

Date	12/05/2023	Time	10 AM
Chair	Jeni Coutts	Meeting no.	2 of 2023
Location	Montmorency RSL	Minute taker	Jacqueline Weedon

Attendees

Attendees			
Name	Organisation	Name	Organisation
Jeni Coutts (JC)	Independent Chair	Wade Howell (WH)	Community Representative
Allan Hunter (AH)	Community Member	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
Karl Erdmanis (KE) Construction Director, North	Spark	Luke Minton (LM) Manager, Community Engagement	Spark
Renato Marnich (RM) Trader Engagement Specialist	NELP	Adrian Carter (AC) Communications and Stakeholder Advisor, North	NELP
Natalie Pearson (NP) Senior Manager, Community Partnerships	NELP	Marie Sesay (MS) Community Partnerships Advisor	NELP
Kim Norton (KN) Communications and Stakeholder Relations Lead	AMA	Scott Lambert (SL) Senior Advisor, Communications and Stakeholder Relations, North	NELP
Alana Fagan (AF) Contract Officer	NELP		

Apologies

Attendees			
Name	Organisation	Name	Organisation
Kathleen Petras (KP) Transport Planning & Projects Coordinator	Banyule City Council	Mark Judge (MJ) Manager Project Integration & Assurance	Department of Planning
Michelle Molinaro (MM)	Community Representative	Shaarang Bandekar (SB) Traffic Engineer	Department of Planning
Mick Marcevski (MMa) Manager Project Integration	Department of Planning	Jim Needham (JN) Manager, Communications and Stakeholder Relations, North	NELP
Katy Sylvia (KS) Senior Advisor, Communications and Stakeholder Relations	NELP	Holly Havers (HH) Director, Community Engagement	Spark

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 Introduced Scott Lambert, Marie Sesay, Alana Fagan and Karl Erdmanis to the group Introduced new 'Short Term Actions' and 'Future Presentations' sections on minutes <p>Outstanding issues and actions</p> <ul style="list-style-type: none"> N1-7 SL: The replacement of trees falls under the NELP two trees planted for one removed policy. MG: Why was the tree removal around Macleod Station necessary? SL: The decision was made by MTM to allow repairs to the station platform, this is unrelated to NELP. MG: And the trees north of the station? SL: They were removed as part of the NELP rail works to upgrade the combined services route. N1-8 SL: The final design is still in development with the potential construction partner and we will be able to provide an update on this once the UDLP has been released. GJ: Was it going to be five levels? SL: It is my understanding there is no confirmed number but there is a requirement for us to at least match the parking spots that have been lost. GJ: When will the design be released? SL: Potentially Q3 of 2023. The Central Package UDLP provides an example of how the design will likely be shown. JC: There will be a presentation at this meeting once the UDLP is released.
Karl Erdmanis (KE) Luke Minton (LM))	<p><u>Tunnelling Package Update</u></p> <p>Presentation included timeline of key activities through to September, works update on Greensborough Road realignment, TBM launch box construction, vent tunnel construction, Winsor Reserve compound and Yallambie construction.</p> <p>KE worked through a video of the site stopping at various points to discuss aspects of the construction site and works.</p> <p>SP: Where will the TBM be assembled? KE: The TBM will be assembled onsite and then lowered into the launch box.</p> <p>MG: What are the concrete segments used for? KE: They are used to line the tunnel.</p> <p>MG: Is the Greensborough Rd interchange split between Oban Way and Yallambie Road? LM: No, the interchange will be just south of Oban Way on Greensborough Rd for both exit and entry.</p> <p>SP: Is there any waste from Bentonite? KE: The bentonite gets cleaned and reused.</p> <p>SP: Does it have any environmental impact? KE: No, it's a neutral product</p>

Owner	Action
	<p>MG: What is the waste from the bentonite treatment plant like? KE: It's like a sludge that is then disposed of as per EPA guidelines.</p> <p>WC: Are there any carcinogens in bentonite? KE: No it's a natural product like a fine clay.</p> <p>WC: Are trucks covered when the spoil is removed? KE: Yes, they are covered</p> <p>WH: What Is the timeframe from start to finish for one sliver when constructing a diaphragm wall? KE: We plan to complete one per day.</p> <p>WH: What is the completion date for the TBM box at Lower Plenty Road? KE: Mid 2024 LM: We need to build the diaphragm walls and then excavate.</p> <p>WH: The Hydromills will move north towards Kay Court over time? LM: Yes, between the bentonite plant and the hoarding.</p> <p>WC: How are the people behind these works being communicated to face to face, individually? LM: A street meeting was held with residents in Kay Court and Faye Crescent in February with the team including engineers and we are now in the process of preparing a six month look ahead for residents and we will then meet with residents. They receive regular, weekly emails and the team do doorknocks to check in on residents.</p> <p>MG: Are these works 24/7? LM: At the moment, we're starting to work all night in Watsonia and typically work up until 10pm at the Lower Plenty Road site but this may be extended from time to time.</p> <p>WC: How long will works around Kay Court at the Lower Plenty Road site be into the night and potentially 24/7? LM: I will take that question on notice.</p> <p>WC: Months, years? LM: We have established processes for night works and will be having conversations with residents prior to these commencing.</p> <p>WC: Will residents be offered voluntary acquisition? LM: North East Link is handling the Voluntary Purchase Scheme (VPS).</p> <p>WC: Can we have a presentation on this at the next meeting? NP: We can make sure this is an upcoming presentation.</p> <p>MG: There are concerns over the lack of respect for the neighbours with things like lights and compressors being left on, loud music and parking. Workers were being encouraged to use public transport, as the parking that has been provided doesn't seem to be enough.. KE: Public transport and parking are very high on the agenda for the team and alternatives are being worked on. When people are feeling affected please encourage them to call 1800 105 105 and report what is happening at the time so it can be acted on. LM: We can be contacted 24/7 so if we are made aware of an issue we can act on it.</p> <p>MG: At the West Gate Tunnel site they have 400,000 ltr water deluge tanks, will the NEL tunnels have those and will they have a water deluge system? KE: There is no water deluge as part of the tunnelling operation. The tunnel and the TBM have a very strict fire control and maintenance system, there will be permanent water deluge systems that are installed.</p> <p>MG: There won't be large water tanks at Watsonia or Lower Plenty Road sites? KE: No, not in the short term. JC: Citylink has a massive deluge system and you would never see the water tanks. LM: There are some water tanks on the eastern boundary where the TBM launch box is being built for use during other construction.</p> <p>MG: Is this a cooling plant to cool the TBM? KE: Yes, it will pump water through the TBM engine just like water in a car.</p> <p>KE arrived at 10:15am</p>
Kim Norton (KN)	<p><u>North Package Update</u></p> <p>Provided overview of AMA and proposed Ring Road Completion construction site compounds, site investigations and rail works update</p> <p>WC: What learnings will you be taking from the other site compounds so mistakes aren't repeated? KN: We have been communicating with NELP who is a key resource, at this stage we are unable to directly talk to Spark.</p> <p>SP: There is a Childcare Centre on Gabonia Ave, is there a plan to deal with any potential issues? KN: Yes, they have been offered a one-on-one meeting with us and we will address their concerns as part of the CCP.</p>
Scott Lambert (SL)	

Owner	Action
	<p>MG: Will you meet with Banyule Council as well? KN: Yes, we meet with Banyule Council regularly.</p> <p>MG: How widely was the consultation promoted. KN: It was a tailored consultation determined with NELP on the level of impact and proximity to the works.</p> <p>SP: With upgrading Plenty Rd to Grimshaw St what about through to Eltham? KN: We will have these conversations when the contract is awarded.</p> <p>GJ: My understanding from the last meeting is that these rail works would be concurrent with the works north of the TBM launch area. SL: Yes, these works are underway and will continue as part of North Package.</p> <p>WC: Can signage be installed along the railway line to inform people of what works are underway? SL: We can look into the possibility of installing signage to inform people of the works.</p>
Renato Marnich	<p><u>Trader Engagement</u></p> <p><u>Presentation on the formal processes for supporting traders during works</u></p> <p>GJ: Can people who don't use social media see traders posts? RM: This depends on how the businesses engage with their customers. For example, if a trader has photography they can choose to use it how they want, some may use this for social media whilst others may use it for flyers etc.</p> <p>WC: How is the photography offer being offered to traders? RM: The offer has been shared through the Traders Associations and visiting traders face to face of impacted areas?</p> <p>WC: Is every trader a member of the traders association in their area? RM: Not every business in Watsonia is a member but NELP will talk to all businesses.</p> <p>WC: How long does the photography initiative last for? RM: The offer is open whilst funding is available up to the 2028. .</p> <p>WC: It would be good to see a communication plan about how the information will flow particularly when new businesses open. Would be great to share these initiatives with Small Business Councils etc. RM: Our primary objective is to support the traders as best we can but if this is successful we will be happy to share at the end of the project.</p> <p>MG: Is Diamond Village included in these plans? RM; They have been contacted and we'll continue to reach out to them.</p> <p>MG: It would be great if workers were aware of the businesses there. RM: Spark is doing some great work advertising local businesses to their workforce. LM: We are doing worker behaviour surveys and advertising local businesses on site to our workforce.</p>
Marie Sesay (MS)	<p><u>Community Engagement</u></p> <p>JC: Have the dates for the Grant writing workshops been confirmed? MS: The dates will be advertised once the round opens.</p> <p>MG: Do people call 1800 105 105 if they need more information? MS: Yes</p> <p>WC: Can affected sporting groups apply? NP: This grants program is not for duplicating upgrades that have already been completed. These groups can apply for things such as a website upgrades, open days to promote the club etc to assist with building community connections.</p> <p>WC: Can a group of neighbours apply if they are not a not for profit? NP: Applicants need to have an ABN to be able to apply. MS: All of the criteria will be available in the guidelines.</p> <p>WH: How is the Community Fund being promoted? Do you have any literature available? MS: We have promotional material being developed at the moment and this will be widely distributed through various channels.</p> <p>GJ: The NECF needs to be limited to groups that are impacted by the works.</p>
Jeni Coutts (JC)	<p><u>Open Forum</u></p> <p>SP: Last meeting I raised the issue of right hand turns from Greensborough Rd, I believe there have been a number of near misses. LM: We are working closely with Department of Transport and Planning on this and installing additional signage and hopefully, in late May, we will be installing</p>

Owner	Action
	<p>additional line and keep clear marking at Powley Pde and Wattle Drive. Once the lights are commissioned at Winsor Reserve this should also help create breaks to allow people to safely turn.</p> <p>AH: Enjoyed the drone footage</p> <p>WH: Will the new intersection at Oban Way have wheel wash facilities for the trucks? LM: Yes, there will be wheel washers at every site</p> <p>WH: Is there a plan to restore Lower Plenty Road once the works are complete? LM: Yes, there will be a road dilapidation survey completed at the end of the works. Anything that is safety related will be fixed as required.</p> <p>AM: Have there been any reports done on the traffic flow with the new sets of lights being installed? LM: We have done traffic modelling which has been sent to the Department of Transport and Planning and they are responsible for the sequencing of the lights to keep the traffic flowing.</p> <p>AM: The drone footage is fantastic. Is there other content being recorded for a documentary or similar? LM: Yes, we have the drone flyovers, time lapse cameras and have started on an education series. We will look to replicate the web series that are on the Metro Tunnel website and include as much information as possible.</p> <p>MG: Why doesn't NELP moderate their Facebook page? There are some people who are not being respectful to each other. NP: Our social pages are not moderated 24/7, but our Social Media Advisor will look into this. <i>Further to this there is a notice on the NELP Facebook page in the T&Cs that advises that antisocial posts will be removed.</i></p> <p>WC: Is the shed going to be the back fence on the shed at Winsor Reserve? LM: Yes, there will be hoarding which runs up to the shed then the shed wall becomes the fence.</p> <p>GJ: Are we able to arrange to have 'street meetings' when the north package works begin? KN: Yes, we have taken notice of how Spark has been engaging and will take a similar tailored approach.</p> <p><u>Other Business</u></p> <p>JC: After receiving responses to the survey we will be keeping this meeting at 10 am on Fridays</p> <p>GJ: I would like to encourage members to visit Elder Street and see how difficult it is to cross</p> <p>JC: Next CLG: North meeting: 23 June 2023</p> <p>JC: Thanked CLG: North members and presenters and closed the meeting at 12:07pm.</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	CLOSED HH to investigate if this is possible and provide feedback at next meeting	12.05.23
N1-4	31 March	JN to follow up with MTM on incorrect speed limit signage around St Marys Primary	JN	CLOSED JN to provide MTM response at next meeting	12.05.23
N1-5	31 March	HH to advise if power station will remain at Simpson Barracks once the TBM has finished	HH	CLOSED HH to provide response at the next meeting	12.05.23
N1-7	31 March	JN to provide more information at the next meeting on tree replacements due to rail works	JN	CLOSED	12.05.23

				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	CLOSED JN to provide response at next meeting	12.05.23
N1-9	31 March	Can the line "and the land has never been ceded" be added to the Acknowledgment of Country?	NP	CLOSED NP to provide response at next meeting	12.05.23
N1-12	31 March	Will air pollution control system be installed and operational from day one?	HH	CLOSED To be confirmed at next meeting	12.05.23
N1-13	31 March	Somers Avenue: Are vibration limits being exceeded or is measuring equipment placed in the correct area	HH	CLOSED HH to investigate and report back at next meeting	12.05.23
N1-15	31 March	MM to provide NP with a copy of the article from the Local Warrandyte Diary	MM	CLOSED MM to provide article	12.05.23

Short Term Actions

No	Owner	Topic	Update
1a	LM	How long will works around Kay Court at the Lower Plenty Road site be into the night and potentially 24/7?	
2a	KN	Letterbox drop flyer to be emailed to NCLG member	
3a	SL	Can rail replacement buses get preference to move through traffic to avoid further delays to passengers during disruptions?	
4a	RM	Where will the Watsonia Traders video be shown? Social Media? Cinemas?	The Watsonia Traders video was developed specifically for our social media channels. We have found these channels to be most effective for promoting local traders during periods of construction. Cinema advertising is not a format we would use to communicate to our audiences unless it was a long term disruption.

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

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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
2025	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
Q3	12 May	VPS Overview	LR	Presentation to be given in future meeting
Q3	12 May	Bentonite plant in action	LM	Video to be shown
Q4	12 May	Lower Plenty Road site construction methodology	LM	Engineer to present at a future meeting
Q4	12 May	What are the considerations for residents close to night works? How is this modelled?	LM	LM to arrange JR (Spark Environment Manager) to present
23 June 2023	12 May	Timeline of works for Northern package particularly around Elder and Grimshaw Streets	SL	Presentation to be given next meeting