

24 November 2023



# Meeting Minutes

## Northern Community Liaison Group

Date	24/11/2023	Time	10am - 12pm
Chair	Jeni Coutts	Meeting no.	7 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
Michelle Giovas (MG)	Community Representative	Wade Howell (WH)	Community Representative
Kim Norton (KN) Communications and Stakeholder Relations Lead	AMA	Elizabeth Patena (EP) Senior Communications and Stakeholder Relations Advisor	NELP
Shaan Plummer (SP) Senior Advisor, Communications and	NELP		

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Stakeholder Relations,  
North

### Apologies

Name	Organisation	Name	Organisation
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## 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	CLOSED	KP has advised this can be advertised in the Banyule Banner edition in January
N6-2	KN to confirm how many carparks will be available for workers	KN	27.11.23	CLOSED	Depending on requirements there will be up to 400 spaces available at AK Lines and up to 270 at Gabonia Reserve. Worker parking requirements will be communicated to all staff including contractors and subcontractors during onboarding meetings and online inductions
N6-3	KZ to provide link to video of spoil shed	KZ	27.11.23	CLOSED	Link sent with agenda for this meeting
N6-4	KZ to advise if solar panels will be fitted to the spoil shed	KZ	27.11.23	CLOSED	The acoustic shed won't be able to support solar panels due to their weight. The sustainability team are looking for other opportunities where they can be installed on the project
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	CLOSED	KN has received the list from GJ and will book in time to discuss. As requested the list will be attached to the minutes
N6-6	KZ to present lookahead on Greensborough Road surface works	KZ	27.11.23	CLOSED	These roadworks are currently being planned, Spark and Banyule Council work together on this and discuss in their own meetings Closed from short term actions and moved to long term actions

## Key discussion points/decisions

Owner	Action
Jeni Coutts (JC)	<p><b>Welcome and introductions</b></p> <ul style="list-style-type: none"> <li>Welcome and outstanding business</li> <li>Introduced new attendee: Shaan Plummer, NELP</li> </ul>
Shondelle Mathews (SM) Kate Zisos (KZ)	<p><b>Spark Works Update:</b></p> <p><b>Presentation included videos on D Walls, Hydromills and Bentonite. Wrap up of 2023 and January 2024 works</b></p> <p><b>JC: How deep are the D Walls?</b> KZ: They can go up to 35 metres</p> <p><b>MG: Where is Borlase Reserve?</b> KZ: The area on the corner of Lower Plenty Road and Greensborough Road was a reserve prior to works commencing.</p> <p><b>WC: Suggests the \$50 monthly gift voucher can be divided up with \$25 given to the winner and \$25 to the Watsonia Traders Association (WTA) or a land care group to go towards supporting the community.</b> SM: The \$50 gift voucher is offered to encourage workers to shop locally, they place their receipt for purchases made locally for over \$10 to enter the monthly draw. WTA is supported by Spark in various ways including 'Watsonia Shops' gift vouchers that were purchased from WTA and given out at a lucky dip during Watsyvania. NELP and Spark invest back into the community in other ways such as the tree planting program and NEL Community Fund.</p> <p><b>MG: Is Diamond Village included in this support or a member of the Northern Business Liaison Group (NBLG)?</b> JC: No, we expect more businesses to apply to join the NBLG once works commence closer to them. KN: The NBLG will be mentioned in construction updates and businesses will be encouraged to register their interest</p> <p><b>JC: How loud will the road re asphaltting activity be?</b> KZ: It is quite loud- there will be attended noise monitoring in place and affected eligible residents will be offered respite or relocation.</p> <p><b>JC: Do the superloads have to travel on certain roads due to the weight?</b> SM: Yes, there are two roads that we can use - we also require the streets to be kept clear whilst we are moving the loads.</p> <p><b>MM: Have you experienced any problems with deliveries due to the problems the ports are reportedly having?</b> SM: No, a lot of our shipments are already here and stored in a secure area at the dock.</p> <p><b>WC: When will the summer dust mitigation start?</b> SM: They will start spraying the week before shutdown. This will be a once off polymer spray to help keep dust contained but residents can call the contact centre if there are any issues. KN: The same process will be followed at AK Lines Reserve and Frensham Reserve.</p> <p><b>WC: Will the street sweepers still operate during shutdown?</b> SM: As there are no works they won't be operating.</p> <p><b>JC: When will the conveyor belt be completed?</b> KZ: A similar time to when the TBM is launched.</p> <p><b>GJ: Would like to acknowledge the works notifications are informative and very well presented.</b></p> <p><b>MG: I have been hearing a lot of complaints about the works.</b> SM: There has actually been a drop in complaints and a rise in compliments this month. EP: A lot of people are more curious than complaining (especially about the M80 Ring Road Completion)</p> <p><b>SP: I have been receiving unsolicited support for the project - the biggest complaint I have heard is it isn't open yet!</b></p> <p><b>MG: Can the details of complaints and resolutions be shared?</b> EP: No, we are unable to share that detail.</p> <p><b>JC: Acknowledged that MG has sent complaint emails to the CLG mailbox to be actioned.</b> SM: It's requested that complaints are only sent to one email address to be actioned. All complaints are individually dealt with.</p>

Owner	Action
Scott Lambert (SL) Kim Norton (KN)	<p><b>North Package Update</b></p> <p><b>Presentation covered upcoming works including site compound construction, gas line proving works and traffic barrier installation.</b></p> <p><b>GJ: Will we be receiving construction updates?</b> KN: Yes, these will be distributed over the coming days.</p> <p><b>JC: How long will the approx 60 car parks be closed at Watsonia Station and is there a like for like replacement?</b> SL: Yes, these will be replaced by a section that had been closed for MTM works which is now available.</p> <p>KZ: When the dust monitors detect an exceedance, the environment team receives a notification and they have to respond and provide a report about the incident.</p> <p>SM: We are trialling new options at the Lower Plenty site to improve wheel cleaning for trucks prior to leaving site, we are looking at making these changes at Watsonia in future.</p> <p><b>WC: Are trucks covered when leaving site?</b> SM: Yes.</p> <p><b>WC: Will the spraying of water continue through summer?</b> KZ: Not during the shutdown as the areas will be sprayed prior but will once works recommence.</p>
Jeni Coutts (JC)	<p><b>Other business</b></p> <p>Acknowledged MG being awarded Banyule Citizen of the Year 2023</p> <p><b>MG: Dust is a problem on Greensborough Road at Oban Way JC: Is this being monitored?</b> SM: Yes, there are a number of monitors at and around the site that provide feedback in real time. Dust can be difficult to manage during weather events. Street sweepers regularly go up and down Greensborough Road <b>MG: This a ongoing issue</b></p> <p><b>MG: Has requested the use of acronyms be avoided in the minutes and also that complaints data be included in the minutes</b> EP: We can include the complaints data in the minutes</p> <p><b>GJ: Requests time at each meeting to inform the group of meetings she's had with other stakeholders. NCLGs member will be sent a copy of GJ notes to read prior to the next meeting.</b> JC: We can allow time at this part of each meeting.</p> <p><b>KN: Will arrange for members of the construction team to attend meetings and present on topics as requested once the contract is awarded as at this stage AMA is the preferred bidder.</b></p> <p><b>KP: The Banyule City Council submission was endorsed at the last meeting and is currently being finalised.</b></p> <p><b>WC: There is a proposal to remove two metres of hoarding from Winsor Reserve to remediate a resident who is experiencing over shadowing. Why is this being removed at great expense when the conveyor hasn't started and we don't know how this will impact noise levels to residents.</b> KZ: Removing the hoarding will remove overshadowing during winter for a number residents. The majority of residents are in favour of removing it. Noise modelling shows that there will be no noticeable difference in noise levels once it's removed</p> <p><b>WC: No one can explain to me why the additional two metres added and now it's being taken down.</b></p> <p><b>AM: Can signage be posted further back to advise of changes so drivers can decide if they want to avoid the area? Can change be added to Google Maps?</b> JR: Once we get confirmation of disruptions they are posted on our website.</p> <p><b>WH: Dust is becoming an issue coming into summer, there have been concerns raised about silica dust and what mitigations are in place.</b> SM: Silica dust is stringently managed as per government requirements. The dust is suppressed with water and guards that contain it so it doesn't travel. We can arrange to meet with residents again regarding this if requested.</p> <p><b>WC: Is this why the site a Winsor Reserve was closed some time ago?</b> KZ: This was a different work activity and works at Winsor Reserve was paused as soon as contaminants were found onsite. We work with the EPA when a potential issue arises.</p> <p><b>Open Forum</b></p> <p>Next meeting 2 February 2024</p> <p>Thanked NBLG members and presenters and closed the meeting at 12pm</p>

## Actions – Short Term

No.	Action	Owner	Due	Status	Update
N7-1	KZ to advise MG where Banyule Creek is in relation to the works	KZ	02.02.24	Open	Slide will be included showing this detail at next meeting
N7-2	MG has asked if distribution maps for works notifications can be shared with the group including street and suburb names	JR	02.02.24	Open	
N7-3	JR to present environmental update at next meeting. A regular update has been requested for future meetings	KZ	02.02.24	Open	
N7-4	SM to advise the rationale for adding the additional two metres to the hoarding at Winsor Reserve and the cost	WC	02.02.24	Open	

## Actions – Long Term

No	Action	Owner	Due	Status	Update
N6-6	KZ to present lookahead on Greensborough Road surface works	KZ	Q1 2024	Update to be presented when information available	

## 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
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

Scheduled Date	Date Raised	Topic	Owner	Update
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

### Community interactions in the North since last meeting:

- 49 Enquiries/comments
- 23 Project engagements and responses
- 14 Complaints
- 3 Compliments

### Christmas Construction Shutdown Period:

- Friday 22 December until Monday 8 January
- Construction Crews return 10 January