

# Meeting minutes

## CLG MINUTES SEPTEMBER – WEST GROUP

Date:	5 September 2018	Time:	5.30 pm – 7.30pm
Place:	West Gate Tunnel Information Centre 2 Somerville Road, Footscray	Meeting number:	Four
Chair:	Jim Williamson (JW)	Minutes:	Simon Black (Secretariat)

Attendees		Ebony Fisher (EF)	CPBJH
Philip Auciello (PA)	Brooklyn		
Michael Kwon (MK)	Point Cook		
Marlon de Leon (MdL)	Tarneit	<b>Apologies</b>	
Kevin Redfern (KR)	Seabrook	Denise Fry (DF)	Altona North
Geoff Mitchelmore (GM)	Friends of Lower Kororoit Creek		
Garry Brennan (GB)	Bicycle Network		
Craig Rowley (CR)	LeadWest		
John Stirk (JS)	BayWest BUG		
Ian Butterworth (IB)	Hobsons Bay City Council		
Adrian Ashford (AA)	Brimbank City Council		
Anthony Havers (AH)	Western Distributor Authority (WDA)	<b>Not in attendance</b>	
Liam Lenihan (LL)	WDA	Adam Vincenzini (AV)	Altona North
Simon Black (SB)	WDA	James Cox (JC)	Avondale Heights
Paul Smith (PS)	WDA	Steve Wilson (SW)	Friends of Stony Creek
Camden Gilchrist (CG)	Transurban (TU)	Dave Jones (DJ)	RACV
Jala Shekho (JSh)	TU	Samantha McArthur (SM)	MTAG
Eli Goodhardt (EG)	TU	Greg Cain (GC)	VTA
Anthony Vavallo (AV)	CPB John Holland Joint Venture (CPBJH)	Griff Davis (GD)	Wyndham City Council

## Agenda items

#	Item detail
1	<b>Welcome, introductions, apologies and actions from previous meeting</b>
2	<b>Project update</b>
3	<b>Tea break</b>
4	<b>Member feedback and questions</b>
5	<b>Action summary and close</b>
6	<b>Photograph for website</b>

## Minutes

#	Description
1	<b>Welcome, introductions, apologies and actions from previous meeting</b> Meeting opened at 5:39pm. <ul style="list-style-type: none"><li>• JW started with Acknowledgement of Country</li><li>• Attendees introduced themselves</li><li>• JW acknowledged catering provided by social enterprise the Asylum Seeker Resource Centre (ASRC)</li><li>• JW noted that in the July meeting GD had requested a traffic management presentation and JS had asked for a schedule chart of upcoming works, both were to be included in this meeting</li><li>• JW asked if members had any questions regarding minutes from July meeting</li><li>• JS proposed that actions arising from decisions reached at the meetings should be made as clear action statements and minuted</li><li>• JS further proposed that an additional item be included early in the agenda to update the Group on the status of actions accepted at earlier meetings</li><li>• JW accepted the two procedural changes adding that, for ease of reference, actions should be individually numbered.</li><li>• KR asked whether council engagement which had been discussed in July meeting had occurred</li><li>• AH confirmed regular engagement occurs with councils, including scheduled monthly coordination and traffic management liaison groups meetings, and daily interaction to progress project issues</li></ul>
AW1	Actions arising in CLG meetings will be acknowledged, declared and numbered in the meeting minutes produced by WDA.
AW2	An additional item shall be added to future agendas to update the CLG on the status of actions accepted at earlier meetings.

#	Description
2	<p data-bbox="280 342 467 376"><b>Project update</b></p> <p data-bbox="379 421 544 454"><u><b>WDA Update</b></u></p> <ul data-bbox="331 499 1398 1413" style="list-style-type: none"><li>• AH presented an update of recent media events</li><li>• AH advised that truck monitoring technology is being used at two locations on Hyde Street to prevent trucks from using truck ban routes</li><li>• WDA working in collaboration with VicRoads Transport Safety Services – early results positive</li><li>• AH advised of WDA's Community Involvement and Participation Plan (CIPP) will provide an opportunity to deliver community projects and partnerships that will enhance community connectedness and cohesiveness</li><li>• AH advised that WDA is currently consulting with Hobsons Bay and Maribyrnong councils about CIPP</li><li>• CLG will play a role in identifying suitable opportunities for grants and community initiatives and feedback would be sought from the CLG on this</li><li>• AH discussed the VicRoads Corridor Study Group and the Department of Environment, Land, Water and Planning (DELWP) Inner West Air Quality Reference Group</li><li>• AH informed CLG of role of the Independent Reviewer and Environmental Auditor (IREA) which monitors project's compliance with Environmental Performance Requirements (EPR).</li><li>• AH confirmed an audit is provided by the IREA to the Planning Minister on a six-monthly basis and will be made publicly available</li><li>• PA asked how people can join the VicRoads Corridor Study Group</li><li>• AH advised that the corridor study group was establishing a community reference group, and will also engage more broadly with the community</li><li>• PA asked if there was a confirmed start date for DELWP's Inner West Air Quality Reference Group</li><li>• AH advised that the date is not known at this time</li></ul> <p data-bbox="379 1442 799 1476"><u><b>Traffic Management Presentation</b></u></p> <ul data-bbox="331 1520 1398 2020" style="list-style-type: none"><li>• EG presented on traffic management practices by the project including the documentation, review and approval of traffic management plans</li><li>• EG advised of EPRs about minimising traffic disruption during the project which extend to all modes of transport</li><li>• EG advised of the project's Traffic Management Liaison Group (TMLG) which includes councils and involves consultation with key stakeholders. Work done by TMLG forms creation of a Worksite Traffic Management Plan (WTMP) for all works packages which affect modes of transport. WTMPs are subject to a review and approval process</li><li>• EG explained that WTMPs are designed to provide the best options for the local community and to minimise disruptions and these documents include communication and engagement activities associated with the traffic management plan</li><li>• EG advised that an independent road safety audit is completed on all implemented WTMPs and daily monitoring is conducted by the project</li><li>• PA raised concern about suitability of traffic signal sequencing at an intersection on Millers Road and asked how members of the public can report issues like this</li></ul>

#	Description
	<ul style="list-style-type: none"> <li>• JSh advised that feedback about this can be provided via the project's community feedback channels</li> <li>• MdL noted that a single disruption on the M1 corridor can create major and lengthy disruption to motorists</li> <li>• EG advised that incident response management by TU may impose temporary speed reductions following an accident. Average response times for incident management are for the incident to be attended within four minutes and cleared within 20 minutes</li> <li>• CR asked if TU managed incident response on detour routes</li> <li>• EG advised that TU incident response was only on the M1 between Williamstown Road and the M80 interchange</li> <li>• CR asked what measures are taken to monitor other local disruptions and planned works to avoid compounding disruptions</li> <li>• EG advised that the TMLG members discussed all upcoming projects and disruptions across the affected area(s)</li> <li>• KR reported that the Millers Road exit sign on the West Gate Freeway was partially blocked by a solar panel and also asked that the inbound Williamstown Road exit sign be moved further back from the exit.</li> </ul> <p><b><u>Construction Update</u></b></p> <ul style="list-style-type: none"> <li>• AV provided an update on construction activities and upcoming works in the west precinct including service relocation, temporary noise wall construction and preparatory works</li> <li>• AV advised that construction of shared user path bridges is managed so that existing bridges remain open until the new ones are available for use</li> <li>• AV advised of community consultation related to upcoming works including door-knocks, notification letters and pop-up information hubs and volumes of enquiries from the community</li> <li>• IB asked what key issues were being raised by the community</li> <li>• JSh advised that key issues were employment and supplier queries and noise and construction based enquiries</li> <li>• AV advised of status of social inclusion employment targets and opportunities for local businesses</li> <li>• JSh distributed a chart of upcoming works packages based on JS suggestion from previous meeting</li> <li>• EF advised that an updated version of the chart could be distributed at future meetings.</li> </ul> <p>Break taken at 7:00pm.</p>
<b>AW3</b>	WDA will provide CLG with information about CIPP opportunities upon completion of council consultation process.
<b>AW4</b>	VicRoads Corridor Study Group will be invited by WDA to talk at future CLG meeting.
<b>AW5</b>	DELWP Inner West Air Quality Reference Group will be invited by WDA to talk at future CLG meeting.

#	Description
4	<p><b>Member feedback and questions</b></p> <p>Meeting resumed at 7:15pm</p> <ul style="list-style-type: none"> <li>• JS referred to a request made at the second meeting for a chart detailing the main work strands for the above ground programs, emphasising the need for a Gantt chart informing the various communities present of the works that might affect them and when. JS drew attention to the WDA handout where the 12 cycling/pedestrian deliverables are listed and which might form a sound basis for the Gantt chart</li> <li>• AV asked if JS wanted to see where different elements and areas would be worked on and a commencement and end date for works streams</li> <li>• It was accepted that a Gantt chart for the cycling/pedestrian community shall be presented and circulated at the next meeting</li> <li>• GM asked for a breakdown of community feedback by area within the project zone</li> <li>• JSh advised that when the new stakeholder system has been rolled out, this breakdown of enquiry by geographical area can be provided, but at the moment, this is not possible.</li> </ul>
AW6	TU will provide a breakdown of enquiry issues by geographical area.
AW7	Provide a breakdown of community enquiries by geographical area at next CLG West meeting.
5	<p><b>Actions, summary and close</b></p> <ul style="list-style-type: none"> <li>• JW advised that actions had been recorded and will be listed in meeting minutes.</li> </ul> <p>Meeting closed at 7.30pm.</p>
6	<p><b>Photograph and biographies for website</b></p> <ul style="list-style-type: none"> <li>• SB took photographs of CLG members for the project website after meeting closed.</li> </ul>

## Actions

#	Action detail	Owner
AW1	JS proposed that actions arising from decisions reached at the meetings should be made as clear action statements and minuted.	WDA
AW2	An additional item shall be added to future agendas to update the CLG on the status of actions accepted at earlier meetings	WDA
AW3	Provide information on CIPP following council consultation.	WDA
AW4	Invite VicRoads Corridor Study Group to present at CLG meeting.	WDA
AW5	Invite DELWP Inner West Air Quality Reference Group to present at CLG meeting.	WDA
AW6	A Gantt chart for the cycling/pedestrian community shall be presented and circulated at the next CLG West meeting.	CPB JH/TU
AW7	Provide a breakdown of community enquiries by geographical area at next CLG West meeting.	TU

## Next meeting

Group:	CLG West
Date:	TBC
Time:	TBC
Place:	Information Centre, 221 Whitehall Street Footscray
Chair:	Jim Williamson
<hr/>	
Minutes prepared by:	Simon Black