

Date: Wednesday 18 May 2022 **Time:** 10:00am-11:30am

Location: Microsoft Teams Meeting

Program: Suburban Rail Loop (SRL)

Title: SRL Clayton Precinct Reference Group

Security Classification: Public

Attendees

- Meng Heang Tak, Member for Clarinda
- Steve Dimopoulos, Member for Oakleigh
- Noël Jones, PRG Facilitator, GHD
- James Tonkin, Executive General Manager, Strategic Communications & Engagement, Suburban Rail Loop Authority (SRLA)
- Will Roberts, Deputy Director Stakeholder Engagement, (SRLA)
- Vanessa Campbell, Precinct Director (Monash and Clayton), SRLA
- Tim Canterford, Senior Project Engineer, SRLA
- Molly Campbell Deputy Director Communications and Engagement, SRLA
- Jesse Overton-Skinner, Manager Strategic Communications and Engagement, SRLA
- SRLA Comms and Engagement team
- Sophie Adams, Manager, Engagement – Initial and Early Works (SRLA)
- Nicole Ekert, Laing O'Rourke (LOR)
- Ross Evans, Engineering Manager, City of Monash
- Matthew Veale, Senior Project Manager, City of Monash
- Frank Golotta, Managing Director, Clayton Hotel
- John Saunders, Secretary, Clayton RSL

Apologies

- Nerissa Kinnaird, Deputy Principal, St Peter's Primary School Clayton
- Anna Laird, Acting Executive Director Capital and Infrastructure, Monash Health

Key discussion points

Sub-heading	Description
Welcome and housekeeping	<p>Noël Jones (NJ) welcomed everyone to the meeting</p> <ul style="list-style-type: none"> • facilitated group introductions • provided and overview of meeting agenda • asked for declarations for any conflict of interests.
Community Project Fund (CPF)	<p>SRLA provided an overview of SRLA's Community Project Fund (CPF) and noted the following:</p> <ul style="list-style-type: none"> • Applications close on Thursday 26 May. • PRG members are encouraged to use their networks to promote CPF and empower community groups to make applications. • CPF Grant Writing Workshops are available to assist with applications. <p>Questions:</p> <ul style="list-style-type: none"> • Frank Golotta (FG) asked how many applications have been received so far. <ul style="list-style-type: none"> ◦ SRLA responded that Clayton did not have as many applications as other areas.

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	<p>Comments:</p> <ul style="list-style-type: none"> Steve Dimopoulos (SD) requested City of Monash representatives continue to promote on their channels. <ul style="list-style-type: none"> City of Monash noted that they have and will continue to promote CPF. Action: PRG members to use channels to promote CPF SD noted that Monash is diverse and some community members could benefit from a phone call in addition to emailed information.
Environment Effects Statement (EES)	<p>SRLA provided an overview and update on the EES process and noted the following:</p> <ul style="list-style-type: none"> SRL East EES public hearings completed Thursday 5 May 2022. Inquiry and Advisory Committee (IAC) will prepare their report for the Minister for Planning in the coming months. In Quarter 3 of 2022, the Minister for Planning will release his Final EES Assessment of the project. Pending a favourable assessment by the Minister for Planning, SRLA would request the Minister for Planning approve draft Planning Scheme Amendment GC197, allowing planning permission for the Project. <p>Questions:</p> <ul style="list-style-type: none"> FG enquired about compulsory acquisition timelines. <ul style="list-style-type: none"> SRLA responded that acquisition cannot occur until the formal planning permission is received (expected Quarter 3 of 2022). SRLA noted that acquisition will rely on the construction program and all properties identified for acquisition will not be required at the same time. SRLA also noted that notifications arrive six months or more before possession of the property. SD asked the total number of landowners impacted by acquisition. <ul style="list-style-type: none"> Action: SRLA to provide land acquisition factsheet and overview of landowners and tenants impacted by acquisition to PRG. <p>SRLA provided an overview of the Business and Residential Support Guidelines – Attachment D of the EES – and noted the following:</p> <ul style="list-style-type: none"> The guidelines are designed to assist residents and landowners through the acquisition process and project disruptions. Ongoing support is available to those who are directly affected. SRLA conducts 1:1 meetings and discussions with landowners early to better understand individual circumstances and inform how SRLA provides support.
Initial and Early Works	<p>SRLA and LOR provided an overview of Initial Works (IW) in Clayton and noted the following:</p> <ul style="list-style-type: none"> Key Initial Work activities at Clayton: <ul style="list-style-type: none"> Site compound established at Carinish Road in March 2022 – hoarding to be completed soon. Site investigations locate underground services like sewer and gas pipelines, and also include soil sampling. Community information session on Wednesday 18 May at Clayton Hall. Tree removals on Dunstan and Yarram Streets scheduled w/c 23 May 2022. <ul style="list-style-type: none"> SRLA noted that surrounding residents have been notified of tree removal. SRLA working with Monash City Council (MCC) to offset the loss of trees in the area. Clayton sewer relocation works scheduled to commence 31 May 2022. <ul style="list-style-type: none"> Second stage of these works to commence later in the year. LOR noted project staff have doorknocked local traders and residents to discuss likely impacts of these works.

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	<p>Questions:</p> <ul style="list-style-type: none"> SD asked how SRLA and LOR ensure Culturally and Linguistically Diverse (CALD) community members are notified. <ul style="list-style-type: none"> LOR responded that all notifications are translated in Hindi, Vietnamese, Mandarin and Cantonese to support all community members understand the works and likely impacts. SD asked what is SRLA's commitment for replacing trees removed during construction. <ul style="list-style-type: none"> SRLA responded that the project is tracking all trees removed and impacts. SRLA noted that the project will double the tree canopy in and around the SRL station precincts. SD encouraged the project to ensure this language is used when communicating vegetation removal with the community in order to accurately explain the impacts and measures it is taking to replace trees. FG asked what the use of the site compound at Clayton is. <ul style="list-style-type: none"> LOR responded that the site compound provides office space for approximately 40 team members. FG asked LOR to confirm if the site will be used for laydown. <ul style="list-style-type: none"> Action: LOR to notify PRG is site compound will be used to store materials. <p>LOR provided a detailed overview of the Clayton sewer relocation works and noted the following:</p> <ul style="list-style-type: none"> Likely impacts to pedestrians and vehicles and local traders. Micro-tunnelling methodology involving digging access tunnels using a machine, then installing the new pipe via the access tunnel. Weekly Initial and Early Works meetings with MCC, LOR and SRLA. <p>Questions:</p> <ul style="list-style-type: none"> FG asked LOR to ensure written materials are provided to traders during door knocking activities. <ul style="list-style-type: none"> LOR confirmed and noted that project staff will continue to door knock traders in the coming weeks. Action: SRLA to provide written communications when door-knocking local traders about upcoming works SD asked for an update on community sentiment. <ul style="list-style-type: none"> Action: SRLA/LOR to provide PRG with updates at future meetings on resident and trader sentiment towards the project <p>SRLA provided an overview of support for traders and residents, noting the following:</p> <ul style="list-style-type: none"> SRLA and LOR's main goal is to ensure disruptions are managed by communicating openly and frequently with community. SRLA and LOR are seeking proactive engagement opportunities to brief community on works. Trader support is a key focus for SRLA. <ul style="list-style-type: none"> SRLA and LOR asked FG about future opportunities to brief Clayton Traders Association (CTA) Action: SRLA/LOR to coordinate a briefing with the Clayton Traders Association Action: SRLA/LOR/Clayton Traders Association following briefing, to discuss whether regular attendance at the Clayton Traders Association meetings would be appropriate. <p>Questions/comments:</p> <ul style="list-style-type: none"> John Saunders (JS) provided feedback on hoarding installation works, noting they caused traffic congestion.

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	<ul style="list-style-type: none"> ○ SRLA thanked JS for the feedback and encouraged PRG members to provide suggestions on where signage could be placed to improve and ease traffic impacts. ○ Action: LOR to review traffic management plans to ensure road access is maintained where possible. • FG asked who to contact for questions and concerns regarding Initial Work impacts. <ul style="list-style-type: none"> ○ SRLA and LOR noted that the 1800 105 105 contact centre number is the best way to get in touch with the team. Noted that high priority calls will be dealt with within 15 minutes and in some instances the contact centre can transfer callers directly to a LOR team member onsite. ○ LOR communications team member will be working on site at the site compound full-time during the sewer relocation works. • FG provided feedback on recent works in the area, noting that if works progress faster than initially planned, car spaces and roads should be opened earlier.
Actions and 2022 meeting schedule	<p>NJ noted the next meeting will take place week commencing 5 September 2022</p> <ul style="list-style-type: none"> • Noted this meeting will include a site tour for PRG members

Actions – new

#	Action	Owner	Due	Status	Update
1.	PRG members to use channels to promote CPF	All		Complete	
2.	SRLA to provide factsheet and overview of land acquisition process to PRG	SRLA		Complete	
3.	SRLA to provide written communications when door-knocking local traders about upcoming works	LOR		Ongoing	
4.	LOR to notify PRG is site compound will be used to store materials.	LOR		Pending	
5.	SRLA/LOR to provide PRG with updates at future meetings on resident and trader sentiment towards the project	SRLA/LOR		Ongoing	
6.	SRLA/LOR to coordinate a briefing with the Clayton Traders Association	SRLA/LOR		Complete	
7.	SRLA/LOR/Clayton Traders Association following briefing, to discuss whether regular attendance at the Clayton Traders Association meetings would be appropriate.	SRLA/LOR		Ongoing	
7.	LOR to review traffic management plans to ensure road access is maintained where possible	SRLA/LOR		Ongoing	