

Meeting Minutes

WEST GATE TUNNEL PROJECT COMMUNITY LIAISON GROUP

Date:	1 June 2017	Time:	5.30pm – 7.30pm
Place:	Maribyrnong Town Hall, 61 Napier St, Footscray	Meeting number:	Thirteen
Chair:	Jim Williamson	Secretariat:	Lana Dogan

Attendees

Name	Organisation
Jim Williamson (JW)	Chair
Michael Ingram (MI)	Kensington and North and West Melbourne
Alyson Protetto (AP)	Altona North
Margaret O'Loughlin (MO)	Yarraville
Steven Wilson (SW)	Friends of Stony Creek
Jess Marnich (JM)	Spotswood South Kingsville Resident Group (proxy Christine Harris)
Bert Boere (BB)	Brooklyn Residents Action Group
Philip Dearman (PD)	Maribyrnong Truck Action Group
Peter Sammut (PS)	Western Distributor Authority
Piers McComas (PM)	Western Distributor Authority
Liz Evans (LE)	Western Distributor Authority
Irene Clarke (IC)	Western Distributor Authority
Paul Smith (PSM)	Western Distributor Authority
Samantha Aitchison (SAI)	Western Distributor Authority
Lana Dogan (LD)	Western Distributor Authority
Victoria Jessop (VJ)	Transurban
Emily Dooley (ED)	Transurban
Deidre Anderson (DA)	Maribyrnong City Council
Stephen Zelez (SZ)	Hobsons Bay City Council
Neil Whiteside (NW)	Brimbank Council

Apologies

Name	Organisation
Jessica Christiansen-Franks (JCF)	Footscray
Simon Birch (SB)	Spotswood
Craig Williams (CW)	Seddon
Christine Harris (CH)	Spotswood & South Kingsville Residents Group
Craig Rowley (CR)	LeadWest
Scott Ellerton (SE)	Concerned Locals of Yarraville
Dave Jones (DJ)	RACV
Greg Cain (GC)	VTA
Emma Appleton (EA)	Melbourne City Council
Gary West (GW)	Transurban

Agenda items

Time	#	Item detail
5.30pm	1	Welcome, introductions and apologies
5.35pm	2	Address previous minutes and outstanding actions
5.40pm	3	Project update <ul style="list-style-type: none"> Peter Sammut, CEO - Western Distributor Authority
5.50pm	4	West Gate Tunnel Project Environment Effects Statement <ul style="list-style-type: none"> Piers McComas, Manager Planning – Western Distributor Authority
6.10pm	4	Engaging through the EES <ul style="list-style-type: none"> Liz Evans, Manager Engagement – Western Distributor Authority
6.40pm	4	Reading time
7.20pm	5	Other items
7.25pm	6	Action summary, next meeting and close

Minutes

Time	#	Item detail
5.30pm	1	<p>Welcome, introductions and apologies</p> <ul style="list-style-type: none"> • JW welcomes attendees and project team members. • JW outlines the agenda for the meeting. • JW reads apologies for Christine Harris, Dave Jones, Greg Cain, Emma Appleton, Simon Birch, Craig Rowley, Scott Ellerton, Craig Williams and Gary West. • Welcomes Jess Marnich, proxy for Christine Harris.
5.35pm	2	<p>Address previous minutes and actions arising</p> <ul style="list-style-type: none"> • JW asks the group if there were any changes that needed to be put through to the minutes from the previous meeting. • The group agrees upon minutes from previous meeting.
5.45pm	3	<p>Project update</p> <ul style="list-style-type: none"> • PS provides an overview of the key milestones for the project. • The Environment Effects Statement (EES) was publicly released on 29 May and is on public exhibition until 5pm on 10 July 2017. • From this point onwards the EES process is managed by the Department of Environment, Land, Water and Planning (DELWP). WDA is the proponent and is required to appear at the panel and respond to submissions. • Also on public exhibition with the EES is an Environment Protection Authority (EPA) Works Approval application and a draft Planning Scheme Amendment. • The project team is hosting 13 information sessions and the EES documentation is on display at 14 statutory locations, and supported by Statutory advertisements featured in the three major national newspapers as well as other advertisements. • Planning Panels Victoria (PPV) will host a public information session and manage the hearings. • The key planning and environmental approvals for the project are expected by the end of 2017 after the EES process is complete. • PS says that a lot of work has gone into the EES and he hopes that its structure makes it easy to find information. • PS says this is also the first time an EES has been based on an actual tendered design, rather than a reference design. This provides more certainty to community and has allowed for a detailed set of Urban Design and Development Plans to be included.
6.10pm	4	<p>West Gate Tunnel Project Environment Effects Statement</p> <ul style="list-style-type: none"> • PM outlines how the EES documentation has developed since it was last presented to the CLG by WDA. • The EES starts with a summary report that provides an overview of the project and key findings, then extends to four main volumes, followed by 17 technical reports. • The EES is structured into three components, based on geography: <ul style="list-style-type: none"> – West Gate Freeway – Tunnels – Port, CityLink and city connections • PM states that the EES summary report also includes guidance on how to make a

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		<p>submission.</p> <ul style="list-style-type: none"> • PM says the WGTP is unique in having a lot of planned detail and being able to carry an actual engineering and urban design response throughout the EES. • PM states that WGTP still has environmental requirements to outline the specific measures to protect all aspects of the environment. A key outcome of the EES will be the recommended performance requirements that must be achieved during the design, construction and operation phases of the project. • PM concludes by outlining key milestone dates in the EES process. • PD asks what happens at the inquiry panel Directions Hearing nine days after submissions close. PS explains that the Directions Hearing is to resolve the administration and conduct of the Inquiry including the order of proceedings, given the number of submissions would be known. • JM asks if the CLG structure will remain after submissions close. PS explains that the CLG process is separate to the EES process and confirms the project is committed to having a CLG throughout the construction period. There will be opportunity at the end of the planning process to review the Terms of Reference (ToR) and do a stocktake of membership in preparation for the next project phase.

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6.40pm	4	<p>Engaging through the EES</p> <ul style="list-style-type: none"> • LE provides an overview of the communications activities during the EES public exhibition phase. There are lots of opportunities to review the documents in a number of forms including information sessions, briefings to stakeholders (Councils, community groups and others), or one on one discussions with the project team. • LE states that communications material is available to assist people with understanding the documentation. The website has also been updated to incorporate links to EES documentation. • LE outlines the Cultural and Linguistically Diverse (CALD) approach and says some material will be translated in to a number of key languages. • JM asks which languages the communications material is being translated into. SAI advises it is Vietnamese, Italian, Greek, Arabic and Chinese. • JM asks if the information will be going out to non-English newspapers? LE says advertising will be running through other language newspapers. • JM suggests also speaking in non-English to radio for CALD communities – where there's not necessarily a high level of literacy, radio is a good option. • PS says this topic has been raised at some council briefings and the project team is trying to listen and do as much as possible. • MO asks what is the nature of engagement with landowners. LE says it's direct contact with landowners that are affected during construction. It varies on a case by case basis and includes landowner letters to tenants and owners to update them on project milestones or direct meetings, as well as issuing letters with plans of the proposed affect on their property. • MO says some residents have received a general letter whilst other locals two or three blocks down received a specific letter regarding the tunnel proximity in relation to their property. There is a sense that there are two tiers of discussion. • LE confirms that letters were sent individually addressed to potentially directly affected properties, and a further letter was sent to a wide band of properties either side of the alignment to advise people that they were close to the project alignment. • MO asks why CLG members can't have a copy of this letter. LE says the project

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		<p>team will provide a copy.</p> <ul style="list-style-type: none"> • PS acknowledges that the project utilised different communication tools depending on the level of potential impact. • JM asks if there is an evaluation of the project communications and whether it is part of the EES. LE says the EES responds to the requirements of the Minister for Planning in the EES Scoping documents on communications/consultation. • JW says this CLG is part of the project communications and has been formed on best practice. Community engagement is at the forefront of how the meetings to date have worked. • AP asks if the project is making individual approaches to landowners regarding land acquisition. LE says the project is not acquiring residential properties. PS said that individual conversations with landowners are being made to explain the land acquisition and compensation process. • AP mentions there are some Hyde Street residents asking to be acquired. PS states that VicRoads are liaising with Hyde Street residents as there is a public acquisition overlay (not related to the project) that has been on the properties for some time. • DA asks if there are commercial acquisitions. PS says the project team is in direct one on one consultation with commercial properties impacted by the WGTP. • LE concludes by outlining where to find information on how to make a submission. Electronic forms are available at the PPV website and are easy to fill in. PM states that PPV will accept hard copy submissions but a cover letter is required – this form will need to be requested. • JM called PPV and confirmed that video submissions are not accepted however the panel will accept videos that are supplementary to the presentation. • MI described the panel experience with East West Link and recommends requesting extra time if you want to be heard more as it's a very quick process.

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6.50pm	4	<p>Reading time</p> <ul style="list-style-type: none"> The CLG split into two groups to review and the discuss the EES documentation.
7.15pm	5	<p>Other items</p> <ul style="list-style-type: none"> Liz asks the group if the reading time was helpful and if there was any feedback from the previous session. AP states the placement of vegetation and tree coverage along the project corridor is quite significant and good to see. PD says it was useful to have access to WGTP specialists tonight, particularly in speaking to PSM about the transport related technical report. PD understands 30 business days is a legal requirement but is very limited time to read a 10,000 word document. PS explains that 30 business days is a standard timeframe. PS says not to feel pressured by the timeframe and to just put a submission in so you are not denied the opportunity to be heard. MI adds that the submission doesn't need to be perfect as there is a chance to alter what is presented to the panel and opportunity to expand or refine your response. PD asks how many people read the submissions and how many are involved in the process to get it to the panel. PS states the usually submissions become public and the proponent must prepare a response back to the panel on each submission. The panel looks at submissions and responses. JM says there has been lots of feedback from the Spotswood/Kingsville community about the 30 business days timeframe and they are feeling a huge amount of pressure. LE states the WGTP can come and assist with providing information directly to the group and the information sessions will have a range of specialists available.
7.25pm	6	<p>Meeting action summary and close</p> <ul style="list-style-type: none"> JW states that the next meeting is 6 July, at the same location. JW thanks speakers. JW asks for suggested topics for the next agenda. MI suggests including a segment on the panel process and next steps in the EES process. PS suggests inviting PPV to present at the next meeting. PD asks about the purpose of the PPV information session on 16 June. PS says PPV want to host its own public information session as part of the process and the actual panel that is proposed to sit will be present. PD asks if this session is open to the general public. PS states it is up to PPV as to who attends this session as it is run by PPV. It is understood that they will be inviting community groups and councils. DA suggests they contact councils to provide a list of community groups. PM states they will pass this on to PPV.

Next meeting

Date:	Thursday 6 July 2017
Time:	5.30pm – 7.30pm
Place:	Maribyrnong Town Hall
Chair:	Jim Williamson
Minutes prepared by:	Lana Dogan
Minutes approved by:	Jim Williamson