

Meeting minutes

WESTERN DISTRIBUTOR COMMUNITY LIAISON GROUP

Date:	23 June 2016	Time:	5.30 pm – 7.30 pm
Place:	Maribyrnong Town Hall, 61 Napier St, Footscray VIC 3011	Meeting number:	Three
Chair:	Jim Williamson (JW)	Minutes:	Emily Dooley (Secretariat)

Attendees

Name	Membership
Scott Ellerton (SE)	Yarraville
Jessica Christiansen-Franks (JCF)	Footscray
Mike Nolan (MN)	Spotswood (Proxy for Simon Birch)
Simon Birch (SB)	Spotswood
Craig Williams (CW)	Seddon
Craig Rowley (CR)	LeadWest
Margaret O'Loughlin (MO)	Yarraville
Philip Dearman (PD)	Maribyrnong Truck Action Group
Steve Wilson (SW)	Friends of Stony Creek
Dwayne Singleton (DS)	Altona
Michael Ingram (MI)	Kensington
Deidre Anderson (DA)	Maribyrnong City Council
Neil Whiteside (NW)	Brimbank Council
Stephen Zelez (SZ)	Hobsons Bay Council
Dave Jones (DJ)	RACV
Mac Henshall (MH)	Project team
Samantha Aitchison (SA)	Project team
Jana Dore (JD)	Project team

Apologies

Name	Membership
Alysha McKenzie (AM)	VTA
Emma Appleton (EA)	City of Melbourne
Bert Boere (BB)	Brooklyn Residents Action Group
Andrew Williams (AW)	Project team
Simon Birch (SB)	Spotswood

Attendees

Name	Membership
Kathryn Norton (KN)	Project team
Emily Dooley (ED)	Project team
Gary West (GW)	Project Team
Robin Miles (RM)	Facilitator

Agenda items

Time	#	Item detail
5.35pm	1	Welcome, introductions and apologies
5.40pm	2	Address previous minutes and actions arising
5.50pm	3	Overview of planning process <ul style="list-style-type: none">• Presentation on planning process• Group discussion Overview of consultation undertaken to date and key themes <ul style="list-style-type: none">• Presentation about consultation• Group discussion
6.50pm	5	Design update and discussion
7.15pm	4	Suggested items for discussion by members
7.20pm	5	Other items <ul style="list-style-type: none">• Proposed agenda for next meeting• Site visit
7.25pm	6	Meeting action summary
7.30pm	7	Meeting close

Minutes

#	Description
	<p>Welcome, introductions and apologies</p> <ul style="list-style-type: none">• JW opened the meeting and welcomed MN proxy for SB and noted apologies.• MN introduced himself and his involvement and/or interest in the Western Distributor. MN is an engineer, He has been present at community meetings involving council and the project team and updated community members post meetings.• JW outlined the format of the workshop for the meeting, including a focus on the planning process and the consultation feedback.
2	<p>Previous minutes and actions arising</p> <ul style="list-style-type: none">• Members were asked to endorse minutes and two amendments were raised:<ul style="list-style-type: none">- Remove the word 'possible' from impacts in section three- Include direct access to the port as an advantage in section three.• Changes to the minutes were accepted by group and noted for action.• JW requested any questions from the floor:<ul style="list-style-type: none">- JCF raised difficulty assessing the visuals and concept designs on the website. A shared folder for the group is being investigated.- MN asked if it was possible to see feedback from key groups.- CR mentioned that the inquiry for infrastructure projects released a report today, available online here.
3	<p>Group workshop</p> <ul style="list-style-type: none">• RM gave an overview of the workshop format, including presentations from GW and JD.• GW presented on the planning process• Table groups discussed three key questions and each table presented their answers back to the group. Issues raised by members as follows:• <i>Q1. Are the design and development stages clear from a community perspective?</i><ul style="list-style-type: none">- Group raised that it was a confusing and complex process and people had found it hard to understand. There were certain communities that have not been engaged in the project, but traditionally those communities don't get involved in similar projects or only at a later date in the process.- The relationship between the Government and Transurban is complex and needs to be described better.- Members suggested that the language used for Concept design and Reference and how these relate to design stages is difficult to understand.• <i>Q2. What information would assist the community to better understand the design and development process?</i><ul style="list-style-type: none">- Members discussed engaging the community through information sessions in alternative locations, with Altona suggested.- Members suggested simpler language in communications materials and mentioned that using visuals on Twitter and social platforms to explain the processes would help.- The use of council communications was suggested for future information releases to the community.• <i>Q3. Do you have any questions or require clarification about the process?</i><ul style="list-style-type: none">- Members raised the need for more information about the EES process.- The need for more information on what designs will be presented in the EES was also

#	Description
	<p>raised, with the Reference design and the tenderer alternatives discussed.</p> <ul style="list-style-type: none">- Members asked about the Functional requirements for the project the level of input required by the CLG in future designs.• JD presented on the consultation feedback and key themes• Groups discussed three questions, with the following feedback:• <i>Q1. Are the key themes similar to your thoughts and feedback? And, are there any themes that you think are missing?</i><ul style="list-style-type: none">- There was a general consensus that the breadth of themes made sense and applied to the feedback they were receiving through their local networks.- Members highlighted that at macro level the key themes are similar to feedback, however at a micro level there is much more involved.- The group discussed the fourth theme and the option of including community in this, but it was also made clear that there are many people whose likelihood depends on the freight industry and the cost of transporting goods has an impact on everyone.• <i>Q2. Does this reflect what you are hearing from your community, group or organisation?</i><ul style="list-style-type: none">- It was noted that they have not heard the community saying 'minimise impacts' it has been 'avoid impacts'.- Councillors stated that Maribyrnong City Council and Hobson's Bay City Council resolutions fit under the 'realising opportunities' theme, this is future proofing the Western corridor which both councils require infrastructure needs for the long term.- The group mentioned that there was not enough talk about how the Western Distributor road fits in with the current and future infrastructure and this will be something they would like to know more about.• <i>Q3. What's your preference for communication during the design phase?</i><ul style="list-style-type: none">- Members discussed engaging the community with face-to-face information sessions in locations where the project will impact would be best.- Members also mentioned improving the website so people can access information easily
4	<p>Suggested items for discussion by members</p> <ul style="list-style-type: none">• JW asked the CLG to raise any items to be included on the agenda for future meetings. Members suggested items such as:<ul style="list-style-type: none">- More conversations about the benefits to the community as a result of the project- More time for discussion amongst members to better understand the issues and opportunities being raised by other people and community groups- Standards of noise and traffic management and a master plan on traffic- The Reference design and the key constraints that will be placed on tenders- Traffic modelling, including management and the flows of traffic- Minimising the impact on the environment and the creek and Maribyrnong Master plan- Bicycle infrastructure
5	<p>Other items</p> <p>The next meeting date was proposed for 28 July 2016</p>
6	<p>Meeting action summary</p> <p>Outlined below (page 5)</p>
7	<p>Meeting close</p> <p>JW closed meeting at 7.30pm</p>

Actions

#	Action detail	Owner
1	Explore options for sharing documents e.g. google drive	Secretariat
2	Two amendments noted for meeting minutes for meeting two	Secretariat

Next meeting

Date:	28 July 2016
Time:	5.30pm – 7.30pm
Place:	City of Maribyrnong Town Hall, 61 Napier Street, Footscray VIC 3011
Chair:	Jim Williamson

Minutes prepared by: Emily Dooley

Minutes approved by: Jim Williamson



Approval signature

10/07/16

Approval date