

## Meeting Minutes

### WEST GATE TUNNEL PROJECT COMMUNITY LIAISON GROUP

Date:	8 February 2018	Time:	5.30pm – 7.30pm
Place:	Maribyrnong City Council Hyde and Napier Streets Footscray	Meeting number:	Twenty
Chair:	Jim Williamson	Secretariat:	Emily Pedley

#### Attendees

Name	Organisation
Jim Williamson (JW)	Chair
Michael Ingram (MI)	Kensington and North and West Melbourne
Rosa McKenna (RM)	Spotswood South Kingsville Resident Group (proxy)
Simon Birch (SB)	Spotswood
Bert Boere (BB)	Brooklyn Residents Action Group
Dave Jones (DJ)	RACV
Craig Rowley (CR)	LeadWest
Ian Butterworth (IB)	Hobsons Bay City Council
Bill Millard (BM)	Hobsons Bay City Council
Deidre Anderson (DA)	Maribyrnong City Council
Melanie Del Monaco	Melbourne City Council
Peter Sammut (PS)	Western Distributor Authority (WDA)
Greg Meyer (GM)	Western Distributor Authority
Liz Evans (LE)	Western Distributor Authority
Jessica Christensen-Franks (JCF)	Footscray
Andrew Neville	Transurban (TU)
Jala Shekho	Transurban
Malcolm Tinkler	CPB John Holland Joint Venture (CPBJH JV)
Tim Holmes	CPB John Holland Joint Venture

### Apologies

Name	Organisation
Neil Whiteside (NW)	Brimbank City Council
Craig Williams (CW)	Seddon
Steve Wilson	Friends of Stony Creek
Richard Smithers (RS)	Melbourne City Council
Stephen Zelez (SZ)	Hobsons Bay Council
Margaret O'Loughlin	Yarraville
Greg Cain (GC)	VTA
Scott Ellerton (SE)	Concerned Locals of Yarraville
Phillip Dearman (PD)	MTAG

### Not in Attendance

Name	Organisation
Alyson Protetto (AP)	Altona North

### Agenda items

Time	#	Item detail
5.30pm	1	<b>Welcome, introductions and apologies</b>
5.35pm	2	<b>Address previous minutes and outstanding items</b>
5.40pm	3	<b>Project Update</b> - Western Distributor Authority  - CPBJH Joint Venture
6:25pm	4	<b>Tea break</b>
6.45pm	5	<b>CLG composition and structure – construction phase</b>
7.05pm	6	<b>Member feedback</b>
7.20pm	7	<b>Action summary and close</b>

Item	Item detail
1	<b>Meeting opened at 5.35pm</b>
2	<p><b>Welcome, introduction and apologies/ Previous minutes, outstanding items</b></p> <p>JW welcomed members, mentioned apologies and comments or changes from members regarding the minutes from the previous meeting, held in December.</p> <p>Confirmation from members that previous minutes were endorsed.</p>
3	<p><b>Project update</b></p> <p>PS welcomed and introduced Transurban and CPBJH Joint Venture representatives, Andrew Neville, Tim Holmes and Malcolm Tinkler to the meeting. PS confirmed that the project is a public private partnership and outlined the role of the parties involved in the project and provided an update on the project.</p> <p>MT provided an overview of the role of CPBJH JV in the design and construction phase.</p> <p>TH discussed the importance of community relations and communications, expressing principles of clear communication, accessibility and visibility, honesty and transparency and proven approach. TH also noted the two-way communication process on an ongoing basis. TH confirmed the new 24-hour contact number as 1800 105 105.</p> <p>TH acknowledged that trust and meaningful relationships need to be maintained and tailored engagement will be implemented to suit the needs of the community. It was mentioned that CPBJH JV will work closely with councils on engage with the community, as they are experts in their respective areas with much knowledge to share.</p> <p>TH confirmed that project parties will continue to contact the local community directly to keep them informed, other methods of communication will also be used to inform the public of project updates, such as social media.</p> <p>CPBJH JV have a requirement to manage impacts. TH confirmed that they will not only tell the community of the impacts but they will plan to deliver the works properly, to minimise impacts in the first instance.</p> <p>Community consideration in decision-making was also noted by TH. CPBJH JV will continue to foster link with the community to assist in the decision-making process.</p> <p>TH discussed the Communications and Community Engagement Plan (CCEP), including the systems and processes that are set out, ensuring they are in line with the Environmental Performance Requirements (EPRs).</p> <p>JCF asked CPBJH JV representatives to define the community and how they differentiate between community members. TH confirmed that communities may have a collective or localised focus, depending on the issue but the beneficiaries may be broad.</p> <p>TH encouraged members to attend information sessions to meet and talk to</p>

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	<p>representatives from TU, WDA and CPBJH JV to answer questions and introduce themselves to community members.</p> <p>JW made note of the term 'community' whether that refers to councils or community of identities, such as 'young people' or 'cyclists'.</p> <p>MT noted the protection of new and existing assets, such as utility suppliers (gas and electricity).</p> <p>RM asked about the traffic studies outlined by the Minister for Planning in his EES Assessment. PS advised that these will be done, and arrangements are presently underway to determine the appropriate responsible agency.</p> <p>TH provided information regarding employment figures and that there will be opportunities for a broad range of skills and trades. CPBJH JV are working closely with local TAFE colleges and polytechnic institutes. He noted Aboriginal employment statistics, which will see 2.5% of project labour hours performed by Aboriginal workers.</p> <p>JW confirmed the importance of social procurement and strong indigenous communities. RM commented on the literacy, numeracy and mentor support that might be required for those with non-English speaking backgrounds in order to retain workers. And the significance that the indigenous community can add to the project, in terms of employment.</p> <p>JCF asked for guidance regarding project timelines. TH noted that further specific information would be made available as program timelines are developed. This information would be provided locally to targeted areas and via website and updates to broader communities.</p> <p>JW referenced the significant change that Footscray has had over the years, in terms of property prices and local resident demographic and property development.</p> <p>DA supported that saying the Western suburbs are amazingly diverse, with very high and very low-income earners. Booming real estate prices and high demand. There is a need for legacy projects such as this, supporting these changing communities and offering work opportunities for disadvantaged communities.</p>

Item	Item detail
4	<p><b>Tea break at 6.30pm</b></p>
5	<p><b>CLG composition and structure – design and construction phase</b></p> <p>PS confirmed that WDA is committed to having a CLG through the construction phase of the project, Once the composition of the group is determined, WDA will advertise for all positions, seeking interest and commitment to participate for at least the initial 18-month period (the CLG will run through to completion in 2022). The group will remain independently chaired, and include representatives from community, industry, environment, etc.</p> <p>PS confirmed that the first meeting of the new CLG format is likely to be April 2018, with meetings to continue to occur monthly thereafter.</p> <p>PS identified that project parties are aware of what's important to the community, in particular a two-way interaction and the significance of bringing community feedback back into the CLG and vice versa.</p>
6	<p><b>Members feedback</b></p> <p>There was discussion around the composition of the next CLG, particularly around representation and membership.</p> <p>JCF asked about alternative structures to the new CLG, considering local input, as there is much interest in the detail of the project delivery, such as art opportunities, location of fencing etc. TH confirmed that there would be various opportunities and information sessions with local community members which would provide an avenue for input.</p> <p>DA recognised that the project is not necessarily localised and that there will be activities occurring broadly. DA confirmed that council are working very closely with the project teams, with lots of meetings to talk about impact to community and stakeholders and that information is continually being relayed to community members.</p> <p>PS encouraged members and local communities to phone the new Victorian Government Big Build number 1800 105 105, of which the WGTP project is part of, to seek further information on a particular geographical area or issue, including how property or business may be affected by such matters as tunnel alignment or noise walls, etc.</p> <p>LE reiterated the significance of member contribution in CLG meetings, and the value it adds in providing the builder with specific local intel.</p> <p>PS reminded the group that it is nearly impossible to have every group represented in the one room, however not to see that as a limiting opportunity to add input into discussion and opinion. The project teams are very accessible, to take direct input.</p> <p>DA noted the purpose of the CLG, and the importance of keeping a level of separation from other local interest groups with varying objectives.</p> <p>MI commented that he felt that one overarching group would not be his preferred approach, as more detail is required through the next phase. JW commented that this single group approach has been very helpful for the past 18 months through the planning phase.</p>

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	<p>PS acknowledged that there are various approaches that could be adopted, that local input could be facilitated by other discussions and generally asked the members to consider their thoughts on how that may be encouraged.</p> <p>DA referenced the importance of maintaining the CLG as community based to represent matters of the project and members remain to represent the community.</p> <p>There was a comment that council input was important as they are strong representatives of community views, and play an important role in disseminating information.</p> <p>LE confirmed that any further feedback regarding the new CLG structure was welcomed via phone call or via the <a href="mailto:clg@wda.vic.gov.au">clg@wda.vic.gov.au</a> and that the team will follow up with other members unable to make this meeting. Any comments should be made by 23 February.</p> <p>GM presented the Communications and Engagement update, noting the Big Build website and switch to a consolidated call centre managing major Melbourne projects. GM encouraged members to continue to view videos and updates on the website. GM acknowledged the hard work of the communications teams, across all project parties.</p>
7	<p><b>Close of meeting</b>                      JW requested to have minutes distributed efficiently, to allow all members to provide feedback for the new CLG.</p> <p>PS acknowledged the effort, work and commitment from everyone over the course of the project development to date.</p> <p>PS thanked members on behalf of all project parties and thanked Jim for a fantastic job in chairing meetings to date.</p>
	<p><b>Meeting closed at 7.45pm</b></p>

Minutes prepared by:	Western Distributor Authority
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