

Meeting minutes

CLG MINUTES JULY – WEST GROUP

Date:	18 July 2018	Time:	5.30 pm – 7.30pm
Place:	West Gate Tunnel Information Centre 2 Somerville Road, Footscray	Meeting number:	Two
Chair:	Jim Williamson (JW)	Minutes:	Simon Black (Secretariat)

Attendees		Apologies	
Marlon de Leon (MdL)	Tarneit	Adrian Ashford (AA)	Brimbank City Council
Kevin Redfern (KR)	Seabrook	Craig Rowley (CR)	LeadWest
Steve Wilson (SW)	Friends of Stony Creek	Anthony Havers (AH)	WDA
Geoff Mitchelmore (GM)	Friends of Lower Kororoit Creek	Denise Fry (DF)	Altona North
Garry Brennan (GB)	Bike Network Victoria	Michael Kwon (MK)	Point Cook
John Stirk (JS)	BayWest BUG	Adam Vincenzini (AVI)	Altona North
Ian Butterworth (IB)	Hobsons Bay City Council	Greg Cain (GC)	VTA
Griff Davis (GD)	Wyndham Council		
Peter Sammut (PS)	Western Distributor Authority (WDA)	Jim Williamson (JW)	Chair
Liz Evans (LE)	WDA	Not in attendance	
Liam Lenihan (LL)	WDA	Dave Jones (DJ)	RACV
Simon Black (SB)	WDA	Philip Auciello (PA)	Brooklyn
Jala Shekho (JSh)	Transurban (TU)	James Cox (JC)	Avondale Heights
Marcus Fosterling (MF)	TU	Samantha McArthur (SM)	MTAG
Vas Kiatos (VK)	TU		
Ebony Fisher (EB)	CPB John Holland Joint Venture (CPBJH)		
Tim Holmes (TH)	CPBJH		
Anthony Vavallo (AV)	CPBJH		

Agenda items

#	Item detail
1	Welcome, introductions, apologies and actions from previous meeting
2	Roles and responsibilities, Terms of Reference and Code of Conduct
3	Project update
4	Member feedback and questions
5	Meeting frequency, dates and locations
6	Actions, summary and close
7	Photograph and biographies for website

Minutes

#	Description
1	Welcome, introductions, apologies and actions from previous meeting Meeting opened at 5:46pm. <ul style="list-style-type: none">• JW read the apologies.• Attendees introduced themselves.
2	Roles and responsibilities, Terms of Reference and Code of Conduct <ul style="list-style-type: none">• JW reminded all members of the Terms of Reference and Code of Conduct for CLG.• JW advised that CLG is a forum for information sharing.• LE reminded members to return a signed Code of Conduct form as well as to provide a biography and have their photo taken for the project website.• JW advised that he has been appointed as independent chair of LeadWest committee meeting and any concerns regarding perceived conflicts of interest within CLG should be raised to WDA .
3	Project update <ul style="list-style-type: none">• LE provided update on WDA activities.• LE updated CLG on noise mitigation, sports and recreation facilities, Community Involvement and Participation Plan, VicRoad's corridor study, WDA social media.• AV provided update on CPBJH activities.• AV reported project milestones including works commencing on West Gate Freeway noise monitoring and air quality monitoring.• AV advised that noise mitigation activities ensure that existing mitigation measures are maintained or exceeded during project.• AV provided scope of upcoming Fogarty Avenue work and advertised the community information session at Yarraville Glory Football Club on 21 July.• AV committed to CPBJH focus of keeping community members informed of works activities.• AV mentioned upcoming activities at Millers Road and Federation Trail.• JW noted that feedback had been received regarding the Federation Trail closure.• GB advised that Bike Network Victoria had been involved in consultation regarding trail closure and the detour route was the preferred and safest option.

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	<ul style="list-style-type: none">• IB noted that Hobsons Bay Council also supported the detour route.• GB noted the importance of monitoring driver and rider behaviour along the bicycle detour route.• VK provided update on tunnelling activities including piling at Northern Portal and North Yarra Main Sewer sites.• AV provided update on site compounds to house materials and workers' facilities.• TH provided details of social inclusion, employment and local trader directory initiatives.• JW noted that the project will deliver social benefits to the west.• PS noted that the project includes infrastructure improvements for multiple modes of transport.• AV noted the improved skills and team culture achieved by hiring workers from diverse backgrounds. <p>Tea break taken at 7:00pm.</p>
4	<p>Member feedback and questions</p> <p>Meeting resumed at 7:10pm.</p> <ul style="list-style-type: none">• JW asked if any members had urgent questions and/or wished to lodge questions on notice.• GD suggested next meeting should include a presentation on traffic modelling related to the project.• PS offered to arrange a WDA traffic engineer to present to the group.• JW confirmed traffic modelling would form part of next meeting's agenda.• LE advised that any member can raise questions or suggest an agenda item.• GB noted that CLG members can help by correcting misinformation about the project if and when it arises.• JS asked for a chart detailing the main work strands for the above ground programs to be presented at CLG meetings.• GM asked how members can make suggestions for agenda items.• LE invited suggestions via email to CLG email address.
5	<p>Meeting frequency, dates and locations</p> <ul style="list-style-type: none">• JW noted next meeting for West CLG to be held in September.
6	<p>Actions, summary and close</p> <ul style="list-style-type: none">• Actions from previous meeting not discussed. <p>Meeting closed at 7.30pm.</p>
7	<p>Photograph and biographies for website</p> <ul style="list-style-type: none">• SB took photographs of CLG members for the project website after meeting closed.

Actions

#	Action detail	Owner
1	Arrange presentation from traffic engineer for September meeting.	WDA

Minutes prepared by: Simon Black

Next meeting for CLG West Group is 5 September 2018.