

# Meeting Minutes

## South Community Liaison Group

|          |               |              |                   |
|----------|---------------|--------------|-------------------|
| Date     | 21/08/2020    | Time         | 10:00am - 11:30am |
| Chair    | Mike Marasco  | Meeting no.  | 3                 |
| Location | Online (Zoom) | Minute taker | Jacinta Booth     |

## Attendees

| Attendees             |                          | Apologies              |                          |
|-----------------------|--------------------------|------------------------|--------------------------|
| Name                  | Organisation             | Name                   | Organisation             |
| Mike Marasco (MM)     | Independent Chair        | Judith Voce (JV)       | Community representative |
| Tina Garg (TG)        | Community representative | Frank Freschi (FF)     | Community representative |
| Alexander Law (AL)    | Community representative | Nat Pearson (NP)       | NELP                     |
| Ben Dawson (BD)       | Community representative | Anita Viswanathan (AV) | VICROADS                 |
| Glennys Jones (GJ)    | Community representative | Charley Woolmore (CW)  | Wurundjeri               |
| John Van Delft (JVD)  | Community representative |                        |                          |
| Paul McMorran (PM)    | Community representative |                        |                          |
| Raymond Myrteza (RM)  | Former Marcellin student |                        |                          |
| Simon Exon (SE)       | Yarra City               |                        |                          |
| Clare Davey (CD)      | Boroondara Council       |                        |                          |
| Liz Lambropolous (LL) | Manningham Council       |                        |                          |
| Leah McGuinness (LM)  | Whitehorse Council       |                        |                          |
| Sabina Ratnayake      | VICROADS                 |                        |                          |
| Mark Judge (MJ)       | Department of Transport  |                        |                          |
| Isolde Piet (IP)      | CPB                      |                        |                          |
| Glen Preema (GP)      | CPB                      |                        |                          |
| Matt Abdullah (MA)    | CPB                      |                        |                          |
| Carle Rutledge (CR)   | CPB                      |                        |                          |
| Chris Logan (CL)      | CPB                      |                        |                          |

| Attendees             |              | Apologies |              |
|-----------------------|--------------|-----------|--------------|
| Name                  | Organisation | Name      | Organisation |
| Darcy Aylen (DA)      | CPB          |           |              |
| Bruno Aleksic (BA)    | NELP         |           |              |
| Michael Crossman (MC) | NELP         |           |              |
| Louisa Rendina (LR)   | NELP         |           |              |
| Erin McPherson (EM)   | NELP         |           |              |
| Vanessa Williams (VW) | NELP         |           |              |
| Emily D'Souza (ED)    | NELP         |           |              |
| Jacinta Booth (JB)    | NELP         |           |              |
| Zen Telfer (ZT)       | NELP/GHD     |           |              |

## Key discussion points/decisions

| Owner              | Action   |
|--------------------|--|
| Mike Marasco (MM)  | <p><b>Welcome:</b></p> <ul style="list-style-type: none"> <li>MM welcomes everyone to the third meeting for the south CLG.</li> <li>MM advises there is a comprehensive presentation about works update and the other major item on the agenda is the general project update covered by BA.</li> <li>MM explains that BA has been involved in many large projects within the state and that they have previously worked together on PenLink</li> <li>MM notes FF and JV are apologies today.</li> <li>MM adds that RM will be joining us today. RM was a year 12 student at Marcellin College last year and part of south CLG and made a great contribution. This is his first meeting this year.</li> <li>MM introduces CPB members who will be presenting today. Adds that Darcy Aylen, a graduate at CPB, will be sitting in on the meeting.</li> <li>MM advises outstanding matters from previous meeting have all been resolved.</li> <li>MM confirms with the group that they are comfortable with the previous meeting minutes and notes they have been adopted.</li> <li>MM reminds the group that the chat and raise hand functions can be utilized during the meeting to ask questions and explains how to use these functions. Adds that ZT will be facilitating this today.</li> <li>MM hands to BA to give the general project update.</li> </ul> |
| Bruno Aleksic (BA) | <p><b>General Project Update:</b></p> <ul style="list-style-type: none"> <li>BA explains that some weeks ago the government declared a number of major transport projects as significant projects which were exempt from stage 4 restrictions meaning that construction could continue. NELP was not designated in that category as we are in the very early stages of construction.</li> <li>BA explains there is still a huge amount of work happening in the background with project development activities, scoping works, working closely with CPB to prepare them for early works at critical sites.</li> <li>BA gives a brief overview of the planning and progress with sports and recreation facilities and private schools affected by the project, and their relevant stakeholders.</li> <li>BA outlines that only communication on construction updates including works notifications and disruptions can go out as these are critical to ensuring projects can continue. Face-to-face interactions are not permitted under stage 4 restrictions. Adds that notifications are either handled electronically or via post.</li> </ul>  |

| Owner  | Action   |
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|  | <ul style="list-style-type: none"> <li>• BA explains land acquisition is a significant part of project. In the Bulleen Road area in particular, around 100 businesses have received their Notices of Intention to Acquire (NOITAs). NOITA process is the first formal step for acquisition in an infrastructure project.</li> <li>• BA advises NEL recently appointed two relocation advisors from Charter Keck Cramer (CKC), a private company that specialises in providing relocation support to businesses, to work closely with those businesses being acquired within the Bulleen Industrial Precinct. CKC is a free service and will assist these businesses in planning for relocation.</li> <li>• BA adds this is the first time the state has offered to provide this service to affected businesses in an acquisition process.</li> <li>• BA advises the tender process for the main package (also known as the PPP) of the project has been going on since September 2019, bids were provided to the state at the end of May 2020. NEL is still evaluating these bids and plan to have the preferred bidder selected and contract awarded by the end of this year.</li> <li>• BA explains an interesting element of the request for tender required to the bidding parties to provide designs for the entire project, not just the section of the main package. As this project is delivered in stages, this ensures the integrity of the design is maintained.</li> <li>• AL asked how the negotiations and discussion with the tennis centre at the Bulleen road end are proceeding as they are the largest affected sporting group in that area.</li> <li>• MM asks BA to give an update on the tennis centre and the golf course.</li> <li>• BA explains the decision was made by Boroondara City Council (BCC), the owner of both sites, for the freeway golf course to be retained as an 18-hole golf course within the existing footprint. The Boroondara Tennis Centre (BTC) has nowhere in the municipality to be relocated and BCC has indicated to the state they are happy for the centre to be acquired and closed as it will be affected by the construction of NELP. NELP has been working with Tennis Aus, Tennis Vic and other stakeholders to identify a suitable site for relocation for a new facility. BA notes BTC will continue to operate till the end of 2022. We are working really hard to ensure we have a new site and the new facility is built by the time BTC has closed.</li> <li>• GJ asked whether it would be feasible to relocate the tennis centre to the old VICROADS depot.</li> <li>• BA explains that was one of the considered sites as part of the conversation with BCC, and it was decided that although it looks like a suitable potential site, there are some uses of the tennis centre that would not work at this site. Notes that BCC were an integral part of the decision-making process.</li> <li>• CD adds it was an incredibly difficult decision, BCC's position all the way through the planning of NEL right up to the settlement was that we wanted to retain the freeway golf course as an 18-hole golf course and retain BTC. Both facilities are valued by the community and regional community.</li> <li>• CD explains that in terms of space, BTC sits on a site of 3.68 hectares. We could not find land of that size anywhere else in Boroondara that would accommodate a 23-court regional tennis centre. The old VICROADS depot land is around 1.9 hectares, we did consider this site, but it wasn't large enough to relocate all the facilities required of the tennis centre. BCC and NEL discussed at length and negotiated to retain the golf course within a reduced footprint and to relocate the tennis centre.</li> <li>• CD reiterates that BTC will operate until the end of 2022 and Warren who operates the centre is very aware of this date and once restrictions have been lifted, he will be reopening the centre.</li> <li>• MM thanks BA and CD and welcomes CPB to give their works update.</li> </ul> |
| <p>Isolde Piet (IP), Glen Preema (GP), Matt Abdullah (MA), Carle Rutledge (CR)</p> | <p><b>CPB Works Update:</b></p> <ul style="list-style-type: none"> <li>• IP outlines works have been impacted due to stage 4 restriction, although we have not been classified as critical project there are still works happening in the background, development of designs and preparation of works can continue. CPB can still continue works on site which have already started and mobilised but with restrictions in place.</li> <li>• IP notes the northern area including Borlase is still continuing under the arrangement that there is a limited number of people on site.</li> </ul>   |

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|       | <ul style="list-style-type: none"> <li>• IP notes that works in the south on the Yarra East Main Sewer (YEMS) have been put on hold as this would require a lot of workers to mobilise the site.</li> <li>• IP adds that some site investigations can still continue. CPB have also collected soil samples over the last few days in the Marcellin grounds.</li> <li>• IP outlines the changes to how they work including additional PPE, daily health checks, restricted numbers on site, increased cleaning at worksites, staggered shifts and breaks.</li> <li>• IP adds Worksafe conducts regular visits to ensure CPB is compliant, they had one this week.</li> <li>• CR advises this is a new challenging environment CPB are currently working in, including how we engage with the community, residents and businesses during stage 4 restrictions. Following the direction of the health minister that we cannot do any face-to-face engagement, doorknock or letterbox drop.</li> <li>• CR explains CPB is engaging and communicating via the website, through phone calls and direct emails. This also includes online platforms like Zoom and Teams meetings with residents.</li> <li>• CR adds that CPB have new health and safety messaging for works notifications which highlights how they are being safe. All of our notifications are planned well in advance as they can only be distributed through Australia Post currently.</li> <li>• CR notes that they are encouraging residents to subscribe to project updates as this is the best way to stay informed during lockdown.</li> </ul> <p>YEMS construction:</p> <ul style="list-style-type: none"> <li>• IP gives YEMS works update. Works expected to start mid-September, but this is dependent on stage 4 restrictions.</li> <li>• IP outlines works for the site compound at Greenaway Street/former drive-in. Site establishment expected mid-September, Construction Compound Plan (CCP) has been approved by Independent Environmental Auditor (IEA), Worksite Environment Management Plan (WEMP) has been approved also. Currently working with Manningham council to see how we can re-use trees and materials that come out of the work sites.</li> <li>• IP notes works at Trinity Grammar Sporting Complex are construction works. Site establishment expected to start at the end of September. WEMP for Trinity and some adjacent sites is being reviewed and finalised.</li> <li>• IP outlines the sewer construction works at Trinity. Notes this site will have two TBM drives (south toward Marcellin, then north to Avon Street). Tunnelling works will run 24 hours per day (six days).</li> <li>• IP advises that they will be building the reticulation line of 4 manholes (day works) at this site, parallel with the sewer works.</li> <li>• IP explains that considering where the main shaft is located (north of the site), further engagement and consultation planned for residents north of the shaft. There has been communication in the past but will be ongoing to ensure they are fully aware of what will take place over the next few months. Relocation options will be offered to impacted residents.</li> <li>• MM asked whether relocation options for residents is for a particular period of the works and if there is a time limit.</li> <li>• IP explains it is very much a personal decision of the residents and determined on a case-by-case basis. The communications and stakeholder team engage with residents and determine the best way of moving forward. Some people might be working from home or experience impacts due to nightworks etc. therefore, these will be tailored solutions.</li> <li>• CR adds CPB are working with the environment team to see how the noise impact modelling looks so they can be proactive in this space.</li> <li>• IP outlines the works occurring at Avon Street. Road realignment works will take place first, construction of the access in and out of that work site and are expected to start in October. Other site activities include street closure, pedestrian path diversion, construction of TBM retrieval shaft, and waste pick up. All predominantly day works.</li> </ul> |

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|       | <ul style="list-style-type: none"> <li>• IP explains the detour that will be in place for pedestrians and bikes to get people around the site. Notes that bike users will need to dismount to walk around the work site.</li> <li>• IP advises that waste pick up will be of relevance to residents of Avon street as there will be limitations for trucks to get in and out of the street. Arrangements will be made with the contractor to take bins to another location, this is still being determined. Residents will need to ensure their bins are out and the contractor will manage collection.</li> <li>• TG asked whether the bin collection will be aligned with resident's current collection day</li> <li>• IP answered yes it will.</li> <li>• GJ asked about access for cyclists as she was assured previously there would be access for cycling and no need to dismount.</li> <li>• IP advises that access has to do with the positioning of the barriers.</li> <li>• MA adds he can touch on this point later in his traffic update and address GJ's question then.</li> <li>• IP outlines the scope for works at BTC including tree removal, shaft construction (launch and retrieval site) sewer construction (three drives coming from Marcellin College, Manningham hotel and the Freeway Golf Course) manhole construction, reinstatement of site to existing level for future use.</li> <li>• IP outlines the enabling works at BTC which includes construction of an off-set car park to compensate for loss adjacent to site shaft construction area, relocate maintenance sheds and waste bin to more appropriate locations.</li> <li>• IP advises that to ensure the construction works at BTC can happen in a safe manner while the centre is still operating, concrete barriers will be installed to separate works and users and anti-gawking screen will be put in place on top of those barriers. Deliveries will also be scheduled around low peak times of the centre.</li> <li>• IP outlines the timelines for each of the work activities occurring at the BTC site.</li> <li>• IP notes again that all project activities on YEMS works have been delayed due to stage 4 restrictions aside from the exceptions that were mentioned earlier.</li> <li>• IP gives an overview of the YEMS works key milestones and their respective timeframes.</li> <li>• AL asks what plans CPB have in place to mitigate further delays for YEMS and site construction.</li> <li>• IP advises this is an exercise CPB is currently working through. As works have already been delayed, we're looking at ways of accelerating certain work where possible. If stage 4 continues longer than expected, we will have to look at the whole construction program and work through with NELP to come to a resolution on how we can move forward to mitigate planning delays as much as we can.</li> <li>• BA adds it's too difficult to indicate time delays, if stage 4 is extended for another 3 months it will be difficult to achieve all of the current timelines. At the moment, the start of major construction is still expected at the end of next year.</li> </ul> <p>Eastern Freeway:</p> <ul style="list-style-type: none"> <li>• GP introduces himself and his role as an electrical engineer for CPB. He will be managing works on the Eastern Freeway.</li> <li>• GP advises that the first piece of work will be at Estelle Street/Koonung Creek Reserve. This involves the relocation of Melbourne Water main and Yarra Valley Water main under the Eastern Freeway between Koonung Creek Reserve to Estelle Street. Looking to start works in October post stage 4 restrictions. GP explains these are two water mains of different sizes and how they will be installed.</li> <li>• GP notes that part of these works will involve tree removal in the reserve as this is where the water main is currently. Looking to establish site compound in the reserve on the south side. Doing all we can to ensure the best possible result for the community and the environment in the reserve.</li> <li>• GP explains part of the tree removal is needed so they can construct the send and receive holes/shafts for the TBMs used to relocate both water mains.</li> <li>• GP gives details on the works at Eram road/Koonung Creek Linear Park which involves relocating 5 underground High-Voltage cables, which supply power to the local community, under the Eastern Freeway. Outlines the types of works which will occur including site compound establishment.</li> </ul> |

| Owner | Action   |
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|       | <ul style="list-style-type: none"> <li>• GP advises the CCP and WEMP are still in development and land access agreements and easements are currently being put in place.</li> <li>• GP advises that there will be lesser impacts to the environment compared to the Koonung Creek reserve site, only grass will need to be reinstated. Access to the site on the northern side will be difficult and is still being negotiated. Construction expected to commence in November.</li> <li>• TG asks about the desalination plant that Yarra Valley water is building for Doncaster Hill and whether this will be an issue.</li> <li>• GP advises he is not familiar with these works.</li> <li>• BA adds that the Melbourne Water plan has been adjusted to move the plant further to the north meaning its further from the Eastern Freeway so there will be no conflict with NELP works.</li> <li>• CR outlines community engagement activities required for this site, following the end of stage 4 restrictions. These will include mail out to residents including an informed fact sheet about the works and the expected timeline, coordinated online information sessions, one-on-one phone calls with residents as requested and ensure all information is updated on the NELP website. Onsite signage will be displayed to advise shared user paths and reserve users of coming works.</li> <li>• CR adds that there will be a dedicated community relation advisor who will be based on site during the establishment phase and ongoing to respond to community enquires as well as through emails and phone calls.</li> <li>• GJ asked whether copies of information distributed the community can be made available to this group.</li> <li>• CR advised that they can.</li> <li>• MA introduces himself and his role in the traffic team at CPB.</li> <li>• MA discusses the Bulleen Road corridor and that CPB is developing a Vehicle Management Plan (VMP) for this area, along Bulleen Road from Greenaway Street down to the Eastern Freeway. There will be more than 15 site entry and exit points, The VMP is currently in a draft state.</li> <li>• MA explains the purpose of this plan is to highlight site entry and exits point and display the restrictions we put on heavy construction vehicles making certain movements to the subcontractors. Notes that not all sites will be active at the same time, when they do overlap the busiest periods of each site tend to be spread out across the duration of the project and project traffic is not expected to be heavy on Bulleen Road.</li> <li>• MA explains the traffic signal works at the Bulleen Road and Greenaway Street intersection, this will be delivered by an independent contractor and driven by NELP. This involves installing traffic signals at the intersection in next few months, prior to CPB works, to maintain all current movements. There will also be installation of pedestrian crossing on the northern side of Greenaway Street. These works will increase safety at the intersection as this is a busy road.</li> <li>• MA advises that during our sewer construction at Greenaway Street and Avon Street we will need to realign Bulleen Road which would bring some temporary changes to these signals.</li> <li>• MA explains that Avon Street, will be closed at Bulleen Road with access via Austin Street from Bulleen Road or from York Street. Pedestrian access is maintained around the Avon St worksite.</li> <li>• MA answers GJ's questions about cycling around this area, explains that the staging of Avon Street is slightly different to how we first anticipated. As we'll be doing works here prior to works on Greenaway Street we would look to install the traffic barrier and not the entire road realignment first. As a cyclist moving through this area, they would need to dismount and use detour as shown in diagram, or they could continue cycling on the road as they were. Notes that the road and lanes remain untouched, and there is no on road cycle lane currently along this section. When the road realignment works commence, from a safety point of view we would be directing cyclists to dismount and use the detour.</li> <li>• MA advises that access to all properties will be maintained however, a different route may be required</li> <li>• GJ adds that during COVID-19 there are more cyclists using the road including a large number of children and more can be done to facilitate that and ensure there is access through the project.</li> </ul> |

| Owner             | Action   |
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|                   | <ul style="list-style-type: none"> <li>• GJ asks whether bike lanterns could also be considered, where traffic lights are being put in for this purpose.</li> <li>• MA explains that cyclists would be directed to use the small detour (20m) around rear of the site, no pedestrians or cyclists can go through the site so no access could be granted as it would not be safe. For the duration of the works there will be no footpath maintained through the worksite.</li> <li>• MM advises that JB will pass GJ's contacts details on to MA to discuss further offline.</li> <li>• MA and GJ agree they are happy to speak offline.</li> <li>• MA outlines works at Estelle Street to facilitate the Yarra Valley Water and Melbourne Water main relocation. Looking to maintain pedestrian movements in this area via Estelle Street and the Yarra Link trail. Yarra Link trail will be maintained and accessible for majority of works.</li> <li>• MA outlines works on the southern end at Carron Street to facilitate the Yarra Valley Water and Melbourne Water main relocation.</li> <li>• MA explains that there will be access to the site compound in Koonung creek Reserve on the corner of Carron Street and Wilburton parade. Notes that the haul road will have an interface with the existing Koonung Creek trail, looking to manage this through the use of boom gates and traffic management. Pedestrians will be given priority to maintain their access through this area.</li> <li>• MA adds this is not expected to be a busy site in term of truck and vehicle movements and hope to keep impact to pedestrians to a minimum.</li> </ul> <p>Reminder:</p> <ul style="list-style-type: none"> <li>• CR gives community touch point reminder and details: <ul style="list-style-type: none"> <li>○ 1800 105 105: 24/7 hotline for residents and stakeholders</li> <li>○ Enquiries made to the call centre are passed on to CPB where a member of the Communications and Stakeholder engagement team is required to contact the stakeholder</li> <li>○ Watsonia Hub: currently closed due to COVID-19 but when reopens, hours are 10am to 5pm weekdays</li> <li>○ Website: <a href="http://northeastlink.vic.gov.au">northeastlink.vic.gov.au</a></li> <li>○ Email: <a href="mailto:NorthEastLinkEarlyWorks@cpbcon.com.au">NorthEastLinkEarlyWorks@cpbcon.com.au</a></li> </ul> </li> <li>• CR notes that enquiries and complaints can be made directly to the early works team at CPB, via phone and email also. Adds that it is their requirement as the project team on site to promptly acknowledge and aim to resolve any enquiries and complaints in a timely manner.</li> <li>• CR advises that all enquiries (calls, texts, emails) regarding construction for early works are recorded in the projects stakeholder data base which is audited to ensure they are being responded to and managed appropriately within adequate timeframes.</li> <li>• MM adds that there is also a site office in Bulleen.</li> </ul> |
| Mike Marasco (MM) | <p><b>Other Business:</b></p> <ul style="list-style-type: none"> <li>• MM mentions the only outstanding item from today's presentation is putting GV and MA in touch to have a further discussion about bicycle routes.</li> <li>• MM thanks all CPB presenters.</li> <li>• MM adds there was a matter raised recently about opportunities for members to indicate areas of interest or information that they would like to hear about. Can email JB with any discussion points that can potentially be addressed at future meetings.</li> <li>• MM wraps up meeting and thanks everyone who participated and attended. Minutes will be distributed in the next fortnight along with the presentation from today.</li> </ul>   |

## Actions – previous

| No. | Action   | Owner | Due        | Status   | Update  |
|-----|--|-------|------------|----------|---|
| 1   | Provide link to map book appended to EES regarding potential construction compound site areas.                                       | JB    | 30/07/2020 | Complete | Links provided in email distributing meeting minutes.   |
| 2   | Air filters query to be addressed with BD individually and answer distributed to CLG members.  | NP    | 30/07/2020 | Complete | Information to this question provided in email distributing meeting minutes.  |
| 3   | NELP to provide JV's contact details to CL (CPB) for liaison regarding eastern freeway works as they affect the Freeway Golf Course. | JB    | 30/07/2020 | Complete | Contact details have been provided to CL from CPB.  |
| 4   | Main hearing details for eastern freeway heritage listing being held on 28 August to be distributed to the group when available.     | KW    | TBC        | Complete | Details on how to register to observe the hearing were provided to the group via email on 04/08/20.   |
| 5   | Provide link to Boroondara council meeting agenda and minutes for 13 July .  | JB    | 30/07/2020 | Complete | Link provided.<br><a href="https://www.boroondara.vic.gov.au/events/special-meeting-council-13-july-2020">https://www.boroondara.vic.gov.au/events/special-meeting-council-13-july-2020</a> |

## Actions – new

| No. | Action                                   | Owner | Due      | Status    | Update                        |
|-----|--|-------|----------|-----------|-------------------------------|
| 1   | JB to provide GJ's contact details to MA | JB    | 28/08/20 | Completed | Details sent to MA via email. |
| 2   |  |       |          |           |                               |
| 3   |  |       |          |           |                               |