

Suite 801, 50 Berry Street  
North Sydney NSW 2060  
Phone: (02) 8912 9001  
Web: idplanning.com.au

## Minutes

Location: Ashfield Council Chambers, 260 Liverpool Road, Ashfield

Time: Tuesday 21 March 2017, 6pm – 8pm

Facilitator: Gabrielle Martinovich (GM)

Minutes: Lauren Milne

### Attendees:

Liza-Jayne Loch (LJL)  
Lance Butler (LB)  
Eileen Haley (EH)  
Geoffrey Douglas (GD)  
Sharon Laura (SL)  
Cynthia Louise Moore (CLM)  
Sherrill Nixon (SN)  
Christina Valentine (CV)  
Catherine Gemmell (CG)  
Kathy Calman (KC1)

Nicole Ryan (NR) – SMC  
Matt Webb (MW) - SMC  
Terry Chapman (TC) – SMC  
Kylie Cochrane (KC2) – SMC  
Steven Kemp (SK)– SMC  
Trevor Stolz (TS) - RMS  
Simon Manoski (SM) - IWC  
Kendall Banfield (KB) – IWC  
Rob Sherry (RS) – DPE  
Peter Warrington (PW) – CoS  
Elise Webster (EW) – CoS

### Apologies:

Rhea Liebmann (RL)  
Richard Pearson (RP) – IWC

## Minute Items

Ref #	Item	Actions
1	<b>Welcome</b>	Meeting commenced at 6:15pm
2	<b>Accept minutes and terms of reference from previous meetings</b> <ul style="list-style-type: none"> <li>SL – Requested that the minutes be amended to note that there needs to be a multi-agency approach to coordinating out of hours' work, citing Ramsey Street &amp; Wattle Street as examples.</li> <li>CV- Requested confirmation that minutes would be published on the WestConnex website.</li> </ul>	<ul style="list-style-type: none"> <li>Status update to be issued with agenda</li> <li>Project name to be noted in actions</li> </ul>
3	<b>Terms of reference</b> <ul style="list-style-type: none"> <li>Accepted without amendments.</li> </ul>	
4	<b>Conflicts of interest (COI)</b> <ul style="list-style-type: none"> <li>KB- Advised sons attend Sydney Secondary College, Leichhardt (M4-M5) link.</li> <li>CV- Asked if COI included property ownership. GM advised COI is perceived and does not include property but could include other matters specific to project design.</li> </ul>	
5	<b>Next meeting</b> <ul style="list-style-type: none"> <li>Discussion on date of next meeting.</li> </ul>	<ul style="list-style-type: none"> <li>GM to schedule 2 May meeting and confirm venue with IWC.</li> </ul>
6	<b>Recording of meetings</b> <ul style="list-style-type: none"> <li>SL - Requested that meetings recorded to provide a note taking aid and confirmed recordings not to be used for other purposes and would not be broadcast.</li> <li>TC - Noted Minutes are designed to be a true record and recording inhibits conversation.</li> <li>CV- Asked that meetings be recorded and her request be minuted.</li> <li>GM advised she checked the AICD Board minutes governance principles and the Governance Institute of Australia Good Governance Guide – no requirement for tape recording of meeting minutes as written minutes are accepted as sufficient recording of committee meeting.</li> <li>NR - Asked about procedure if someone declined to be recorded. GM advised they have the choice to leave or say nothing. Meetings will be recorded in full from next meeting.</li> <li>TC advised recording of meetings not in the TOR and if we agree needs to be included.</li> </ul>	<ul style="list-style-type: none"> <li>CRG members to vote prior to each meeting on recording of the meeting, as a standard agenda item.</li> </ul>

Ref #	Item	Actions
	<ul style="list-style-type: none"> <li>• KC2 checked whether a vote be undertaken prior to every meeting. GM confirmed it would remain as part of standing agenda item. NR advised future meeting guests will need to be advised prior to meeting if they're comfortable being recorded.</li> <li>• CV- Requested an RMS rep needs to be present at each meeting. GM advised TS is the designated rep and will attend future meetings.</li> <li>• GM called for vote on tape recording of minutes:  <b>For:</b> CV CG EW LJL EH PW SL CLM SN KB (KC1)  <b>Against:</b> KC2 LB GD NR MW TC TS SM RS SK</li> </ul>	<ul style="list-style-type: none"> <li>• GM to update TOR to reflect decision that chair will record meetings for purposes of note taking only.</li> </ul>
	<p><b>Project status and updates</b></p> <ul style="list-style-type: none"> <li>• NR provided an update: <ul style="list-style-type: none"> <li>○ New M5 - Heritage Salvage Catalogue will be released in April, UDLP released in April and information sessions will commence.</li> <li>○ M4 widening completion in the middle of the year.</li> <li>○ M4/M5 Link Design report will be released in coming weeks and information sessions will commence.</li> <li>○ M4E – Formation of Air Quality Community Consultative Committee (AQCCC) SMC currently accepting applications. UDLP Addendum consultation received 31 submissions.</li> </ul> </li> <li>• TC- Wet weather has affected work progress, 18 road headers underground an increase to 22 at peak.</li> <li>• CG – Raised issues from a resident “Rosa” in Wolseley Street, Leichardt (M4E) with workers parking in the street, large machinery not adhering to rules, night work noise and unknown scheduling, staff noise, vehicle noise, dust and dirt. Said the closure of Ramsey Street was largely unknown by community. Claimed that there was not enough communication between project and residents. NR asked for resident Rosa’s details for direct follow-up.</li> <li>• TC - Wolseley St disruption was due to relocation of water main, which is now complete and this kind of work needs to be done at night. Utilities relocation remains a challenge.</li> <li>• KC1 - Conditions of approval are not being met on the New M5. Disrespectful behaviours towards residents, issues being falsified and residents are losing sleep.</li> <li>• SN - Night work is being undertaken for several nights which disrupts entire families for multiple nights per week.</li> </ul>	<ul style="list-style-type: none"> <li>• TC and NR to respond to SL's questions about business impacts (Haberfield M4E).</li> <li>• NR to invite Peter Jones (M4-M5 Link Project Director) to next meeting.</li> <li>• TS to provide IWC &amp; CRG with traffic data.</li> </ul>

Ref #	Item	Actions
	<ul style="list-style-type: none"> <li>• TC- Protocols are in place including door knocking, notifications, engaging community teams, Walker Street group and local groups.</li> <li>• CV- Noted that she has spoken to residents and they have raised concerns and have been to sites to see what will impact other areas.</li> <li>• CV- Said she has been in constant contact about trucks parking in Darley Road and this is an ongoing issue. SL supported this statement.</li> <li>• SL- Requested that multilingual door knockers be used in the M4E. Questioned timeliness of notifications with examples of a water main water cut off with too long a notification period and a general notification which noted 'up until 2019 multiple out of hours' work activities'. NR asked for suggestions about optimal timing for distribution. TC advised 5 days' notification is already provided.</li> <li>• SL- Stated that; <ul style="list-style-type: none"> <li>○ multilingual Italian, Mandarin and Hindi door knockers are essential.</li> <li>○ Conditions of Approval are not protecting residents</li> <li>○ Residents are told that engagement team is not obliged to give information.</li> <li>○ Roadblock surrounding communication with SMC.</li> </ul> </li> <li>• Ramsey and Wattle Streets road closures have had impact on residents and businesses. Understands Bland Street Ashfield will be closed off and wants more details. TC - Lost 4 weeks in Ramsey Street due to weather. Expect opening to be in May and will notify businesses. <ul style="list-style-type: none"> <li>○ Wanted information on a worker parking strategy.</li> </ul> </li> <li>• Requested further information on number and frequency of trucks coming on to site. Advised air breaks with or without spoil causing concerns. MW - Noted that truck movements in are forecasted in EIS <ul style="list-style-type: none"> <li>○ Chamber was promised multilingual leaflet on detours (Ramsey and Wattle Street).</li> <li>○ Suggested that consultation include models to enable better understanding of the facility and its operations.</li> <li>○ Requested it was minuted that an extension in the UDLP Addendum was requested NR confirmed extension wasn't possible. TC said that SMC have met the intent, and that facility has been improved as a result of an extended consultation period.</li> </ul> </li> <li>• Wanted more details regarding P-loop for impacted residents. TC advised it depends on scheduling system. There are a number of cycles, various works occurring at any one</li> </ul>	<ul style="list-style-type: none"> <li>• SL requested further support for CALD residents, particularly Italian, Mandarin, Hindi</li> <li>• TC to meet with SL to discuss and respond with date for 24-hour tunnelling on Northcote.</li> <li>• TC to provide response to SL questions in consultation with DK regarding noise levels</li> <li>• NR to coordinate leaflets and communication to Haberfield businesses.</li> </ul>

Ref #	Item	Actions
	<p>time and weather does impact. Currently building is at peak and this will last for 2 months.</p> <ul style="list-style-type: none"> <li>• TC - Agreed to provide answers to listed questions supplied by SL (see Appendix on page 15).</li> <li>• CV - Requested comment from Peter Jones (Stage 3) and an apology for the mistakes of stage 1 and 2.</li> <li>• LJL- Advised that If stage 3 proceeds, then lessons learned from stage 1 and 2 be provided to the CRG for what improvements will be made on Stage 3.</li> <li>• SN – Raised an issue of workers parking around school. Parents parking further away because of vehicles from workers.</li> <li>• CN - Noted the difference between weekend and weekday parking and requested queries worker transport strategy. TC reiterated aim is to not impact residents by worker parking. CV TC advised parking is available in Concord and on RMS owned land.</li> <li>• TC- Advised that workers are not supposed to be parking in streets. TC and NR visited the school to talk to the Principal, and didn't see this so if any further occurrences notify WestConnex.</li> <li>• SN - Advised her experience is parking is an issue. Residents and parents are confirming this and feel they are not being heard.</li> <li>• TC- There is surveillance in the field, and to continue to raise this concern as it occurs.</li> <li>• LB- Requested a more proactive approach and wants to know how workers' arrival to site is to be addressed and more appropriately managed at sites.</li> <li>• MW- Each construction site has a parking area and a lease at Haberfield has been activated to alleviate this concern.</li> <li>• CM- Believes there is a hierarchy at these parking locations with priority given to onsite workers. A bus from Ashfield station seems like a good idea to resolve some of the parking issues.</li> <li>• CM - Asked for an alternate route/street as streets fill at 6:30am. Bus could be utilised in peak times to alleviate this situation.</li> <li>• CG- Sought clarification regarding the time tunnelling shifts end. SL wanted clarification on 24-hour tunnelling at Northcote St and in particular when staff are in and out of site.</li> <li>• CV- Advocated on behalf of residents that the school issue is still an impact and queried what action will be taken to alleviate the situation. TC advised additional parking has already been provided. TC confirmed his discussion with school Principal who didn't raise</li> </ul>	<ul style="list-style-type: none"> <li>• NR to provide lessons learned from Stage 1 and 2 at next meeting.</li> </ul>

Ref #	Item	Actions
	<p>this as an issue so recommended CRG members log these issues as a complaint so SMC can track and respond in timely manner.</p> <ul style="list-style-type: none"> <li>• SN- Said concerned parents and Denman Avenue residents have complained regularly but no response and have developed complaint fatigue.</li> <li>• KC1- Claimed she has been personally intimidated by a driver when requesting them not to idle in front of her property. TC confirmed this behaviour is not tolerated and suggested KC1 formally report the incident.</li> <li>• MW- Noted that complaints about parking are addressed with contractors. Complaints have reduced.</li> <li>• SL- Advised she had photos to verify truck parking and CV advised she regularly sees trucks in Darley Rd Leichardt and reports them to RMS for action.</li> <li>• TC- Encouraged CRG members to provide these photos to SMC and complaints to be recorded.</li> <li>• CG- Suggested GPS location devices be used to monitor and provide locations. KC2 and TC confirmed GPS already utilised.</li> <li>• SL - Advised some vehicles can be identified however some are not identifiable. LJJ suggested the complaints number be registered on these trucks to ensure people can access complaints hotline.</li> <li>• CM- Requested more information regarding long term plans for public transport on Parramatta Road. TS advised bus lanes initially and other modes of transport are currently being considered however unable to confirm if light rail will be an option.</li> <li>• CM- Concerned about rat runs in local streets in peak hour. TS advised that with change people will try different routes and believes this will continue after WestConnex opens for a short period.</li> <li>• SN- Requested details of increase to traffic counts around the school with the of Ramsey St temporary closure. SK – advised specific numbers are not known.</li> <li>• SN – Raised child safety and the need for a lolly pop person on Denman Avenue. TS confirmed the RMS is looking at longer term solutions.</li> <li>• TC- Advised the Principal is looking for a longer-term solution, and acknowledged it was parent behaviour around pick up times that was contributing to the issues. TC advised Ramsey St to reopen in May however weather has already caused a 4-week delay.</li> <li>• CM- Said that IWC has been trying to get traffic data information and asked why this data not provided. TS advised request from Council was broad and need to understand specific data request/scope in order to respond. RMS is currently working with Council to provide specific data required. CV says Council have said data has been denied to</li> </ul>	<ul style="list-style-type: none"> <li>• TC to provide update/details at next meeting.</li> <li>• TC agreed to investigate streets and complaints regarding school parking.</li> </ul>

Ref #	Item	Actions
	<p>them and now rate payers are funding a study. TS said RMS are working with KB and his team.</p> <ul style="list-style-type: none"> <li>• CV – Said response to rat runs issue was inadequate. TC advised SMC has an obligation is to maintain traffic flows. Occasionally there is a need to shut a road, which includes trade-offs between lengths of closures, traffic impacts and night works.</li> <li>• SK- Spoke about traffic modelling for the M4E and noted non-tolled routes will be available. TS confirmed that RMS look at what measures can be done pre-opening to make traffic more efficient. Reviews are conducted during construction and at 12 months, 5 years and 10 years to ensure it is performing.</li> <li>• CV - Sought further details about where cars to go while stage 3 is being completed as already have experience of additional 65,000 cars on local streets over the next 4 years. TC advised a 10% increase forecasted for local roads and this will drop after completion. SK advised that traffic existing on network can choose to take existing route or new toll road during construction of stage 3.</li> <li>• CV- Concerned that cars and trucks will be banked up along City West Link and asked for alternatives for this situation. TC confirmed Stage 3 is about improving traffic and amenity and this is reflected in the EOI documentation. CV queried how can EOI for Stage 3 be issued without detailed design, no consultation or approvals process. MW advised EOI is part one of procurement then it moves to tender process and is done concurrently to save time.</li> <li>• KC2- Advised that if the project gets approved appointing a contractor will be able to be done soon after. CV believes there is a probity issue around Stage 3 project. SN believes this gives an impression that it is already approved.</li> <li>• CV- Queried how many homes taken without an approval of project. TC confirmed that SMC have been upfront about WestConnex being a stage 3 project and that there is the potential to utilise tunnels to take vehicles off existing roads. The EIS process is the time to consult and receive comments on project – the contract is done in anticipation of approval.</li> <li>• SL - Requested further discussion regarding options for traffic movements and confirm if there is flexibility in scope to change them. Asked for an additional meeting to discuss traffic. NR said the CRG was a whole of project consultation forum and there will not be a project specific traffic meeting.</li> <li>• KC1 - Said motorists needs had been put before residents on the New M5 Project. Concerned about impacts on residential streets include speeding and safety at the western end of Kingsgrove. KC1 requested action for all urban design to be reassessed.</li> </ul>	<ul style="list-style-type: none"> <li>• MW agreed to consider additional actions regarding contractor parking.</li> <li>• SMC to consider registering complaints hotline on project trucks for easier identification.</li> <li>• TS confirmed investigations regarding whether a pedestrian crossing is required around Haberfield school and will confirm by next meeting.</li> <li>• TS to work with IWC to confirm specific data scope required in order to report back to CRG.</li> </ul>

Ref #	Item	Actions
	<ul style="list-style-type: none"> <li>KC1- Believes significant structural damage as a result of work has occurred to her home. Requested procedure and protocol for residents claiming damages and wants SMC to take responsibility for process. A dilapidation survey of home pre and post construction was done, results couldn't ascertain if result of construction. TC and NR outlined process for dilapidation and process for damage claims. KC1 questioned responsibility by SMC/Fulton Hogan. TC advised will follow-up.</li> <li>SN - Asked when designs for M4/M5 will be released. NR advised that she anticipates in the next few weeks.</li> <li>CV – Asked for a construction site tour. KC2 advised there are a range of safety issues with public entering the sites.</li> </ul>	<ul style="list-style-type: none"> <li>KC2 to investigate a CRG site tour.</li> </ul>
	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>KC1- Requested to have reps from Arncliffe substitute at next meeting. GM advised that KC1 and any other potential representatives would need to go through CRG EOI and meet criteria as per TOR prior to joining any further meetings.</li> <li>CV- Requested Peter Jones be invited to next meeting to discuss design consultation.</li> <li>SL - Requested Site Managers be invited to CRG.</li> <li>CG- Noted there are no representative from St Peters, yet issues from St Peters need to be raised. NR agreed to invite suggested representatives to apply if names provided.</li> <li><b>Meeting closed at 8:30pm</b></li> </ul>	<ul style="list-style-type: none"> <li>NR to invite Peter Jones and provide notice regarding meeting recordings. Attendance will be subject to this agreement.</li> <li>TC confirmed he would bring a representative to next meeting.</li> <li>NR agreed to invite suggested representatives to apply if names provided.</li> </ul>

## Issues Register

Issue	Mitigation	Responsibility	Priority	By when	Status
CRG meeting attendees	SMC/GM to request presence of RMS, TMC, State Transport, M4 widening, other councils, JV representatives and Project Directors to attend future meetings as required	GM/SMC	Medium - High	March – RMS	Completed – will be invited as required.



Issue	Mitigation	Responsibility	Priority	By when	Status
Consultation	<ul style="list-style-type: none"> <li>• Early engagement and timely information</li> <li>• Longer lead times for submissions</li> <li>• Increased hours of operation for Information centers including weekends</li> <li>• Direct access to experts, decision makers for meetings</li> <li>• Direct access to Place Managers on ground for day-to-day issues management</li> <li>• Include executive summaries with progress reports and consultation documents i.e. plain English with key elements and links to sections for further information</li> <li>• Clarify routes, tunneling impacts and boundaries on all maps</li> <li>• Introduce a series of Town Halls with relevant experts to target specific issues</li> </ul>	SMC	Medium	As per project stage	Noted
Traffic modelling & impacts	<ul style="list-style-type: none"> <li>• Invite traffic expert to CRG meeting</li> <li>• Provide visibility of projections, bus changes and diversions</li> <li>• Clarify rat runs and heavy vehicle routes</li> </ul>	SMC	High	March	Completed In progress  In progress
Safety	<ul style="list-style-type: none"> <li>• Increase onsite monitoring and compliance through regular audits</li> <li>• Enhance emergency response to 24/7</li> </ul>	SMC	High	April	Ongoing
Planning & coordination	<ul style="list-style-type: none"> <li>• Improve coordination between JVs and utilities through centralised coordination via the TMC</li> <li>• Noise pollution</li> </ul>				
Construction impacts	<ul style="list-style-type: none"> <li>• Members to bring specific construction related issues affecting individual residents to the attention of SMC</li> </ul>	SMC	Medium		Ongoing