

MINUTES OF MEETING

Meeting Number 5

CLG	Woolloowin Community Liaison Group				
Location:	Airport Link Information Centre, Lutwyche Centro	Date:	4/05/10	Time:	6.00pm

Chaired By: M Salisbury	Minuted By: D Hockey	Distribution Date: 17 May 2010
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Attendees: Melissa Salisbury (Independent Facilitator), Ron Apelt, Toby Murdoch, Peter Schofield, John Lister
Project Team Members in Attendance: Mario Buterin – TJH, Anthea Craig – TJH, Chris Morris –TJH, Daniel Hockey – TJH, Lauren Diamond – CNI, Charles MacDonald – BrisConnections
Apologies: Ravi Chopra
Not Present:

Summary	Action
<p>INTRODUCTION</p> <p>Meeting opened and acknowledgement of apologies</p> <p>To ensure adequate time was allowed for the Urban Mitigation and Development Plan workshop, briefing papers had been distributed to CLG members on Friday 30 April 2010</p> <p>The actions, questions relating to the briefing papers and general business would be restricted to 30 minutes for this evenings meeting</p> <p>The Urban Mitigation and Development Plan workshop will be lead by another facilitator engaged by CNI.</p>	
<p>ACTIONS FROM LAST MEETING</p> <p>CNI to follow up with Department of Transport and Main Roads (DTMR) about the approval for installation of concrete safety barrier on Rose Street.</p> <p>DTMR officers were contacted for confirmation that the Construction Traffic Management Plan (CTMP) approval included consideration for the independent Road Safety Audit of the plan which included the placement of concrete barriers between the footpath and noise barrier.</p> <p>A CLG member commented he had spoken with officials from the Department of Infrastructure and Planning (DiP) this afternoon who had him advised they would contact DTMR regarding the approval for the barrier installation and come back with further suggestions to meet safety conditions for pedestrians on Rose Street.</p> <p><i>Post-meeting note: As outlined in the meeting minutes for the Community Liaison Group meeting held in March 2010, the requirement relates to clear zones as outlined in the Road Planning Design Manual (RPDM). The barrier has not been identified as being required to provide a barrier between motorists and pedestrians.</i></p>	

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<p><i>Requirements for clear zones is provided in Chapter 8, Clause 8.1.3.1 and Figure 8.4. The Road Planning Design Manual can be viewed at http://www.mainroads.qld.gov.au/Business-and-industry/Road-builders/Technical-publications/Road-planning-and-design-manual.aspx</i></p> <p>The CLG agreed the matter is now closed out by the CLG and the member can pursue the matter with the safety barriers independently</p> <p>Visual Amenity Community Consultation Community feedback about the options for the Woolloowin visual amenity closed Friday, 9 April.</p> <p>Option 1 - Landscaping was the most preferred option.</p> <p>A large-scale drawing of the Landscaping option was on display at the Woolloowin Community Information Session at Kalinga Park Bowls Club on Saturday, 17 April</p> <p>The community consultation process has now been completed and the matter is closed out with the CLG.</p> <p>TJH will seek necessary road and authority approvals to implement the landscaping option in the coming weeks.</p> <p>Q. CLG member asked if any further assistance was required to coordinate implementation of the landscaping option? A. TJH advised that final approval was being coordinated prior to the installation of landscaping and that no additional assistance was required at this stage.</p> <p>Ground settlement presentation TJH advised that this presentation would be made at the July meeting.</p> <p>A presentation on the earth pressure balancing Tunnel Boring Machine (TBM) and construction process will be made at the next meeting to coincide with the imminent launch of the first TBM for the project. The meeting will be attended by technical experts working with the TBMs.</p> <p>Q. CLG member asked if Charles MacDonald would make the Tunnel Boring Machine presentation? A. It was advised that the format was still to be finalised however, technical experts would be available to assist.</p>	<p>TJH</p>

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CONSTRUCTION UPDATE

Woolloowin worksite construction activities completed until the end of April include:

- Completion of acoustic shed cladding and fitout;
- Installation and commissioning of gantry crane;
- Continued excavation and support of shaft;
- Installation of site offices and site accommodations

In the coming months, activities at the Woolloowin worksite will include:

- Completion of shaft excavation and support;
- Installation of muck bin within acoustic shed;
- Delivery and installation of water treatment plant;
- Night time delivery of the first roadheader
- Lowering of first roadheader into the shaft;
- Commencement of 24/7 tunnel excavation;
- Ongoing spoil haulage between 0900 and 1430, Monday to Saturday;
- Installation of road safety barriers along Rose Street between the footpath and noise wall
- Planting of landscaping around the Woolloowin Worksite

Program/Targets:

- Completion of shaft during week commencing Monday 03 May 2010
- Lowering of roadheader in week commencing Monday 10 May 2010. Tunnel excavation commencing shortly thereafter

Q. A CLG member requested a commentary by TJH about the status of the overall Woolloowin Worksite schedule as part of the Construction Update.

Since the last meeting TJH has reviewed whether it is appropriate to provide a Woolloowin construction schedule as the site had a defined period of operation (29 months) set by the Co-ordinator General.

TJH agreed to provide a table for the next meeting with a breakdown of the construction phases, anticipated duration of the phase and indicative percentage completion of activity.

TJH

Q. A CLG member asked about the deteriorating condition of the green flags attached to spoil haulage trucks as they are no longer identifiable

A: TJH is aware that the spoil haulage flags have deteriorated and is currently working to replace the flags.

It is not a project condition for trucks to be fitted with flags. The introduction of flags on spoil haulage trucks is a proactive measure taken by TJH to assist the community to identify spoil haulage trucks with the project so that they are informed of who to contact should they have concern or enquiry relating to these trucks.

Q. A CLG member raised that there is a noticeable increase of trucks in the general area.

A. TJH confirmed that there will continue to be spoil trucks in the area eg. Sandgate

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<p>Road and that spoil trucks are fitted with GPS to assist with the management of the spoil haulage operation. If residents have concerns about haulage truck movements they can contact the community hotline with vehicle registration details which assists with investigation and action.</p>	
<p>ENVIRONMENT UPDATE</p> <p>An update on the environmental monitoring results for construction noise, air-quality and vibration was provided to CLG members in the briefing papers prior to the meeting.</p> <p>No questions were raised by members during the meeting.</p>	
<p>COMMUNITY RELATIONS UPDATE</p> <p>An update of the community complaints and enquiries relating to the Woolloowin worksite was being, copies of community notifications distributed during the month was presented in the briefing papers to CLG members prior to the meeting.</p> <p>TJH completed a doorknock of residents on Saturday, 10 April to notify commencement of the night shift at the Woolloowin worksite and delivery of the gantry crane. Approximately one third of the residents responded to the doorknock, which is a similar strike rate to residents home during weekdays.</p> <p>The first Woolloowin Community Information Session was held Saturday 17 April, 2.00 - 4.30pm at Kalinga Bowls Club. The session was attended by about 30 members of the community</p> <p>Q. A CLG member questioned how the number of community complaints and enquiries are tallied.</p> <p>TJH uses a consultation management system to record all feedback and engagement with the community. The system allows multiple issues to be recorded when registering a complaint, enquiry or issue. The tables presented at the CLG represent the number of contact points made with the project and the number of stakeholders who made contact with the project. The table provides a percentage breakdown of the issues raised.</p> <p>A resident can contact the project to raise a number of issues which are counted separately, resulting in the difference between the number of stakeholders and complaints raised.</p> <p>Q. A CLG member noted the minutes of the April Woolloowin CLG meeting had not yet been posted to the BrisConnections website.</p> <p>TJH will have the minutes uploaded to website as soon as possible</p> <p><i>Post meeting note: The CLG minutes from the April 2010 meeting are now available on the web site.</i></p> <p>A CLG member requested that his name be taken off the list of a CLG that he was no longer a member.</p> <p>TJH will have the record on the website amended.</p>	

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GENERAL BUSINESS

Q. Would CLG like to have nominated proxies to attend meetings?

A. CLG members agreed not to proceed with proxies and that if a member is unable to attend but would like an issue raised, they could contact another CLG member who could raise the issue at the meeting on the absent persons behalf.

Q. Is the group satisfied with the current meeting format and discussing General Business at the end of the meeting?

A. CLG members are satisfied with the current format of the meeting and to keep the discussion of general business items at the end of the meeting.

CLG members and project attendees were also reminded to wear name tags

Q. A CLG member raised a question about TJH's use of the property at 71 Park Road, Woolloowin and if TJH has a commercial approvals in place to use the property.

TJH confirmed that it leases the property from 71 Park Road. The property does not form part of the Woolloowin worksite and the Coordinator General's conditions do not relate to this lease agreement.

TJH uses the property for parking of up to four cars at a time and environmental monitoring. An air-quality monitor is established in the backyard of the property for the duration of operations at the site.

Q. Will TJH be providing information to the community about ground settlement, such as via displays at shopping centres?

A. TJH will continue to provide information about the tunnelling process and construction mitigation through the displays at the project Visitor Information Centre, coffee mornings and information sessions.

Next meeting: Tuesday, 1 June 2010, 5:45pm for 6pm

Meetings for the rest of the year

6 July 2010
3 August 2010
7 September 2010
5 October 2010
2 November 2010
1 December 2010