

# MINUTES OF MEETING

Meeting Number 13

CLG	Lutwyche/Windsor Community Liaison Group				
Location:	Airport Link Visitor Information Centre	Date:	20 October 2009	Time:	6:00pm

<b>Chaired By:</b> Louise McCosker	<b>Minuted by:</b> Sarah Blackburn	<b>Distribution Date:</b> 27 October 2009
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<b>Attendees:</b> Anne Watts(AW), Peter Sherman (PS), Beres McCallum (BMc), Kim Ayres (KA)
Louise McCosker (LMc), Nicola Mitchell (NM), Andrew Tuson (AT), Lauren Diamond (LD), Brendan Cowie (BC), Anthea Craig (AC), Gavin Bradford (GB), Patrick Southam (PS), Sarah Blackburn (SB), Alice Nixon (AN), Deirdre McCue (DMc)
<b>Apologies:</b> Karyn Owen (KO),
<b>Not present:</b>

<b>Distribution:</b> Email
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Item	Action	By Whom	By When
1.0	<b>Meeting opened:</b> <ul style="list-style-type: none"> <li>Welcome, meeting opened, apologies acknowledged</li> <li>Marcus Mulholland has resigned from the CLG, Jennifer Spratling from Centro Lutwyche can no longer attend – Centro Lutwyche to provide an additional.</li> </ul>	LMc LMc	
2.0	<b>Last month action items:</b> <ul style="list-style-type: none"> <li>Concern traffic will increase when a lane is lost on Lutwyche Road after Newmarket Road <ul style="list-style-type: none"> <li>Translink has advised the CDIMP and current plans show bus lanes from Newmarket Road to Truro Street. This has not yet been agreed to by BCC and will not be installed as part of the contract with TJH</li> <li>Although bus lanes are not definite at this stage it is likely there will need to be either bus lanes or transit lanes to provide an efficient bus network through the area</li> <li>More investigation will be undertaken if BCC decides to proceed</li> <li>CNI confirmed the change would not occur until after the Airport Link project opens in 2012.</li> </ul> </li> <li>Confirmation of right-turn southbound in to Norman Avenue <ul style="list-style-type: none"> <li>Right hand turn will be instated, date is yet to be confirmed but will be at the end of the project</li> <li>CLG member commented it is difficult to currently access the area without the right hand turn.</li> </ul> </li> <li>Fuller Street <ul style="list-style-type: none"> <li>TJH has approached BCC to reinstate the road configuration to a similar condition prior to construction works commencing as part of final design. TJH is now waiting on approval</li> <li>Solution to be in place in 2010. BCC has not provided a timeframe for their approval.</li> <li>TJH advised the alignment needs to be safe for the u-turn manoeuvre.</li> </ul> </li> <li>The combined project wide CLG site tour is scheduled for 21</li> </ul>	Translink  AN  AC  AW AT  DMc	

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	November.		
3.0	<p><b>Community contacts and issues:</b></p> <ul style="list-style-type: none"> <li>CLG member advised she has approached BCC to propose changing Chapel Street to two lanes, instead of one</li> <li>CLG member also advised she continually sees Airport Link branded vehicles parking in the 'No Standing' bay along Lutwyche Road, outside of the Truro Street site <ul style="list-style-type: none"> <li>TJH advised they are aware of the issue and are working to stop parking in the zone.</li> </ul> </li> <li>CLG member advised the Lutwyche Road corridor has been recognised in the Q150 celebrations. The celebrations will include a self-guided walk around the area in early December</li> </ul>	<p>KA</p> <p>GB</p> <p>BMc</p>	
4.0	<p><b>Construction update – Northern Busway:</b></p> <p><b>Progress for the month</b></p> <p>Northern Busway tunnel portal structure at Truro Street</p> <ul style="list-style-type: none"> <li>Completed bored piling for the NB tunnel portal entrance structure at Truro Street</li> <li>Installed pre-cast roof beams over the portal structure on night shift on 14/10/2009</li> <li>Structural concrete works associated with portal structure continued.</li> </ul> <p>Lutwyche Station</p> <ul style="list-style-type: none"> <li>Continued with the construction of the Lutwyche Station bridge phase 1 – first pour to base slab of structure completed this week and work continuing on the wall elements.</li> </ul> <p>NB tunnel structure between Bradshaw Street and Norman Avenue</p> <ul style="list-style-type: none"> <li>Completed first stage of bored piling for the cut and cover tunnel between Bradshaw Street and Norman Avenue</li> <li>Commenced with the bulk excavation down to the roof level of the tunnel with the associated temporary works retention to the excavated faces.</li> </ul> <p>Public Utility Plant</p> <ul style="list-style-type: none"> <li>Continued work on the relocation of services around Bradshaw, Chalk and Thistle Streets and Lamington Avenue.</li> </ul> <p><b>Upcoming work</b></p> <p>Northern Busway tunnel portal structure at Truro Street</p> <ul style="list-style-type: none"> <li>Completion of the structural concrete works and continued work on the cut and cover portal structure to the NB driven tunnel at Truro Street</li> <li>Backfilling to the tunnel portal structure</li> <li>Completion of the bulk excavation to the NB tunnel portal structure under the roof slab</li> <li>Commencement of tunnelling.</li> </ul> <p>Lutwyche Station</p> <ul style="list-style-type: none"> <li>Complete the construction of the Lutwyche Station bridge phase 1</li> <li>Construction of the southbound diversion of Lutwyche Road with the</li> </ul>	<p>AT</p>	

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	<p>traffic switch planned for latter part of November 2009 NB tunnel structure between Bradshaw Street and Norman Avenue</p> <ul style="list-style-type: none"> <li>Complete the bulk excavation to roof slab level with the associated temporary works support to the excavated faces.</li> </ul> <p><b>Future milestones</b></p> <ul style="list-style-type: none"> <li>Completion of the cut and cover portal structure to allow tunnelling to commence on the NB driven tunnel from Truro St – mid November 2009</li> <li>Opening of the southbound Lutwyche Road diversion – end November 2009</li> <li>Completion of phase 1 of the Lutwyche Station bridge – mid November 2009</li> <li>Start of phase 2 of the Lutwyche Station bridge – end November 2009</li> <li>Start of work to the cut and cover tunnel between Chalk Street and Bradshaw Street – December 2009</li> <li>Commence widening works to Lutwyche Road at the Truro Street site – January 2010.</li> </ul>		
	<p><b>Questions</b></p> <ul style="list-style-type: none"> <li>CLG member queried the name of the busway station at Bradshaw Street <ul style="list-style-type: none"> <li>TJH confirmed the station will be the Lutwyche Busway Station.</li> </ul> </li> <li>CLG member queried what the widening work at Truro Street involves. <ul style="list-style-type: none"> <li>TJH confirmed Lutwyche Road in the final configuration will have two southbound lanes from Stoneleigh Street to Fuller Street. Once Lutwyche Road is widened one of the Truro Street lanes will be closed. Truro Street access to/from Lutwyche Road will still be available following this work however, will close as per the permanent design (resident access only).</li> </ul> </li> <li>CLG member queried if the old bomb shelter will be removed <ul style="list-style-type: none"> <li>TJH confirmed the shelter will stay in place as it is a heritage listed building.</li> </ul> </li> <li>CLG member queried when the footpaths will be completed outside the Windsor Historical Council Chambers <ul style="list-style-type: none"> <li>TJH confirmed it will be in 2011.</li> </ul> </li> </ul>	<p>BMc AC KA AT KA AT BMc AT</p>	
5.0	<p><b>Construction update – Tunnelling:</b> <b>Current work</b></p> <ul style="list-style-type: none"> <li>Four roadheaders are excavating, with two heading north and two heading south</li> <li>Approx 450 metres in total have been excavated from the four mainline tunnels, 200 metres combined north and 250 metres combined south</li> <li>Successful trial blasting occurred on Saturday 17/10/09</li> <li>Site is now recycling tunnel water back through water treatment plant</li> <li>Site surface works including all hard-stand and full lock up of</li> </ul>	GB	

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	<p>acoustic shed were 100% completed at the end of September 2009</p> <ul style="list-style-type: none"> <li>Spoil haulage hours will increase over time.</li> </ul> <p><b>Future milestones</b></p> <ul style="list-style-type: none"> <li>Roadheader 5 to commence heading south removing tunnel bench early November 2009</li> <li>Planning for Northern Busway driven tunnel works are ongoing with roadheader 6 to commence in early December 2009</li> <li>By mid-November 2009 tunnelling will be directly under Windsor Historical Council Chambers</li> <li>1st tunnel fan will operating under ventilation shaft in early November 2009.</li> </ul> <p><b>Questions</b></p> <ul style="list-style-type: none"> <li>CLG member queried where the tunnel is in relation to the Windsor Historical Council Chambers <ul style="list-style-type: none"> <li>TJH confirmed the tunnel is 40 metres away.</li> </ul> </li> </ul>	<p>BMc</p> <p>GB</p>	
6.0	<p><b>Traffic update:</b></p> <ul style="list-style-type: none"> <li>Closure of Felix Street left hand turn onto Lutwyche Road</li> <li>Diversion of southbound Lutwyche Road will happen in three stages over six weeks</li> <li>Right turn from Lutwyche Road to Bradshaw Street will be introduced during this stage.</li> </ul> <p><b>Questions</b></p> <ul style="list-style-type: none"> <li>CLG member asked how pedestrians will access Woolloowin State School following the changes to Lutwyche Road <ul style="list-style-type: none"> <li>TJH advised there will be no changes in pedestrian access as a result of the changes.</li> </ul> </li> <li>CLG member queried if access will be maintained around the Kedron Park Hotel <ul style="list-style-type: none"> <li>TJH advised access will be maintained throughout construction.</li> </ul> </li> <li>CLG member queried when Lutwyche Road will be realigned in the Truro Street area <ul style="list-style-type: none"> <li>TJH confirmed widening work will begin in the new year and will complete by June 2010</li> <li>TJH to provide a map at the next meeting with the changes.</li> </ul> </li> <li>CLG member asked if right hand turn from Lutwyche Road to Bradshaw Street will be a regulated right hand turn</li> </ul>	<p>AC</p> <p>KA</p> <p>AC</p> <p>BMc</p> <p>AC</p> <p>KA</p> <p>AT</p> <p>AC</p> <p>AT</p>	<p>Next meeting</p> <p>Next meeting</p>
7.0	<p><b>CLG review:</b></p> <ul style="list-style-type: none"> <li>Review of community relations activities – including type of information provided, notice period and timeframe around activities</li> <li>Community team is introducing a new community precinct based newsletter</li> <li>Improve the accessibility of information with tools like the coffee morning to give residents access to the project team in an informal setting</li> <li>Increase formal information sessions</li> <li>Changes to website including the addition of a monthly community complaints and issues report</li> <li>Changes to the information centre to include more information on</li> </ul>	<p>DMc</p>	

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	<p>construction activities, balanced against final design of the project</p> <ul style="list-style-type: none"> <li>Seeking feedback from CLG – are members seeking additional information, how do members feel about how information is presented. Can TJH help you to communicate back with your community</li> <li>TJH is seeking feedback at the next meeting</li> <li>Introduction of proxies to the CLG, the CLG is to make a decision as a group</li> <li>Facilitator advised the proxy issue should be left until the membership is resolved.</li> </ul> <p><b>Questions:</b></p> <ul style="list-style-type: none"> <li>CLG member asked if new CLG members will be introduced. <ul style="list-style-type: none"> <li>TJH advised they will advertise for new members over the next month.</li> </ul> </li> <li>CLG member queried if all Airport Link communication materials are branded Airport Link <ul style="list-style-type: none"> <li>TJH advised all materials are branded Airport Link.</li> </ul> </li> <li>CLG member asked if Translink will be involved in the project wide site tour. <ul style="list-style-type: none"> <li>TJH advised Translink will not be involved, however the TJH team will be able to provide information on the busway.</li> </ul> </li> </ul>	LMc  AW DMc  AW  DMc KA  DMc	
8.0	<p><b>BrisConnections update:</b></p> <ul style="list-style-type: none"> <li>On 12 October 2009 the Coordinator-General approved BrisConnections' request to construct an access shaft at Woolloowin</li> <li>Approval has ensured the project will be delivered on time</li> <li>All work at Woolloowin will be contained within the site</li> <li>The site is temporary, following completion the area will be returned to the community</li> <li>BrisConnections provided an overview on the project's construction</li> </ul> <p><b>Questions:</b></p> <ul style="list-style-type: none"> <li>CLG member queried how long the Woolloowin site will be in use <ul style="list-style-type: none"> <li>TJH advised the site will be in use for a period of 29 months, including reinstatement.</li> </ul> </li> </ul>	PS          KA AC	
9.0	<p><b>Environment update:</b></p> <ul style="list-style-type: none"> <li>Environment monitoring results for this month presented to the group.</li> </ul>	BC	
10.0	<p><b>Community update:</b></p> <ul style="list-style-type: none"> <li>Community complaints and enquiries/issues received via the project hotline and email during September 2009: <ul style="list-style-type: none"> <li>Complaints = 52</li> <li>Enquiries/issues = 32</li> </ul> </li> <li>Four notifications were distributed in Lutwyche/Windsor in September including: <ul style="list-style-type: none"> <li>Tunnelling work – two weeks notice</li> <li>Service relocation night work</li> <li>Truro Street removal of oversize machinery</li> <li>October construction update</li> </ul> </li> </ul>	NM	

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	<ul style="list-style-type: none"> <li>• Community relations activities during September 2009 include:               <ul style="list-style-type: none"> <li>○ Ongoing door knocking of local residents regarding PUP day/night work</li> <li>○ Door knock regarding road work on Lutwyche Road</li> <li>○ Liaising with residents/businesses regarding the installation of survey markers prior to tunnelling activities commencing</li> <li>○ Project update meeting with Cr Fiona King and the Stafford Electorate Office</li> <li>○ Ongoing meetings with residents and businesses as required</li> </ul> </li> </ul>		
11.0	<p><b>Next meeting:</b></p> <ul style="list-style-type: none"> <li>• Next meeting: Tuesday 17 November 6pm – 7.30pm Airport Link Visitor Information Centre</li> <li>• Christmas meeting to be held on 8 December 6pm – 7.30pm. There will be no meeting held in January.</li> </ul>	LMc	Noted