

MINUTES OF MEETING

Meeting Number 1

CLG	Toombul Community Liaison Group				
Location:	Toombul Shire Hall	Date:	30 Aug. '08	Time:	1:00pm

Chaired By: Pauline Bourke	Minuted by: Marnie Beckett	Distribution Date: 3 Sept. 08
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Attendees: Denis Cleary, Paul Atkinson, Dick Clare, David Russo, Ray Dugan, Mitchell Bright Ian Ross (TJH), Marnie Beckett (TJH), Ruth Moody (TJH), Fran Christensen (BrisConnections), Susan Scott (CNI)
Apologies: Darren Bodimede, Rhonda Zatorsky
Not Present:

Distribution (Method e.g. email): Email
Attendees and apologies plus: Sharon Tang (TJH), Jenny Pattison (TJH)

Item	Action
1.0	Meeting opened: PB opened the Toombul CLG meeting. Explained the proceedings of CLGs and the representatives from CNI, TJH and BrisConnections.
2.0	Terms of Reference (ToR): <ul style="list-style-type: none"> • Introduced and went through the ToR with the members of the CLG • Enquired about the role of the CLG and the members <ul style="list-style-type: none"> ◦ Clarified by PB – members are a conduit to the community • Enquired if the design has been finalised <ul style="list-style-type: none"> ◦ Clarified the stage the project is currently at and the opportunities for CLG members to be involved in decision making process • Acknowledged concern within the community about the project design • Enquired about the scope of matters deemed confidential <ul style="list-style-type: none"> ◦ Felt there was a conflict between acting as a conduit and maintaining confidentiality. Concerned could not seek input of others on confidential matters and stressed that on such matters it would be personal views of members and not the groups they may represent • Agendas provided approximately one week prior to the next meeting <ul style="list-style-type: none"> ◦ Requested dates are set in advance • Sought clarification on the CLG membership details, specifically employees of government departments and organisations <ul style="list-style-type: none"> ◦ Explained representatives are acting on behalf of their community and not as an employee of the government department • Code of conduct to be circulated to the members <ul style="list-style-type: none"> ◦ Members to sign and submitted at the next meeting
3.0	Confidentiality agreement:

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	<ul style="list-style-type: none"> Requested confidentiality agreement provided back at the end of the meeting
4.0	<p>Meeting time:</p> <ul style="list-style-type: none"> Agreed on 2nd Tuesday of every month – next meeting 14 October at 6:00pm Venue to be confirmed
5.0	<p>Proxies:</p> <ul style="list-style-type: none"> Outlined no proxies for the CLG Minutes will be available on the internet <ul style="list-style-type: none"> No reference to members specific comments will feature on public access minute. Names will appear as attendees
6.0	Group drove to Toombul shopping centre and walking through to Kalinga Park where they received overview of changes to park and access during construction.
7.0	<p>Monthly construction update:</p> <ul style="list-style-type: none"> Provided an update for September: <ul style="list-style-type: none"> Fencing in Toombul car park Surveyors marking boundaries Requested further information on: <ul style="list-style-type: none"> Vibration monitoring (tunnelling) Tunnel boring machine electricity substation noise and operation times Ventilation/air quality (timeline and location of construction and operation stations) <ul style="list-style-type: none"> When and where are the permanent air quality stations going to be located? Requested a timeline as to when that will occur
8.0	<p>Next meeting:</p> <ul style="list-style-type: none"> Suggested presentation by tunnelling and ventilation technical team Employment opportunities for local community: <ul style="list-style-type: none"> Where to apply for employment on the project
9.0	<p>Other items:</p> <ul style="list-style-type: none"> Concerns for local disconnect from Eagle Junction community during construction via Stuckey Road Confidentiality Agreements to be provided at the next meeting

Next Meeting:

Location: To be confirmed on agenda Date: 14 October Time: 6pm