

## Meeting minutes – Community Advisory Groups Meeting #1

<b>Date</b>	Wednesday 6 November 2019
<b>Time</b>	3.00pm – 5.00pm
<b>Location</b>	Cross River Rail Experience Centre - Level 1, 151A Elizabeth Street, Brisbane

### Attendees

Donna Marshall (DM) – DA (Chair)	Karen Lee – Australian Unity Herston Quarter
Teneale Gracie (TG) - DA	Mark Corgat - Brisbane Boys Grammar
Greg Reichmann (GR) - DA	Robert Timms - Brisbane Boys Grammar
Talia Rose (TR) – DA	Rachel Fraser – Brisbane Girls Grammar
Kerry Wastell (KW) - DA	Nicole Goodwin – Dutton Park State School
Kyle Roggenkamp (KR) – RIS	Tanya Abell – East Brisbane State School
Kylie Brosnan (KB) - TSD	Lachlan Furnell - Queensland Cricketers Club
Louise Litchfield (LL) - CRM	Dennis Sheehan – Roma Street Parklands
Julie Spencer (JS) - CRM	John Cartwright – RBWH
Nick Parfitt – Gabba Stadium	Community member – Bowen hills
Michael Enevoldsen – Gabba Central	Peter Read – Frasers Property
Edi Sottile – Community member	Laura Bos – Yeronga District Residents Association <i>(apology)</i>
Mariusz Tymosiewicz – Capri by Fraser	Adam Read – St Josephs College <i>(apology)</i>
Paul Betzien – Community member	

## Meeting minutes

Item no.	Topic	Notes
1	Welcome and introductions	<p>Meeting opened 3.00pm. The Chair welcomed the group and provided overview of the Chair's function. Members introduced themselves around the table.</p>
2	Purpose of the group	<p>The Chair provided an overview of the CAGs role and purpose, noting the formation of the groups is in accordance with the Outline Environmental Management Plan, which is now a Coordinator-General (CG) condition.</p> <p>Members were asked if they would like to continue meeting as one group or prefer to meet as two separate groups based on geographical location (northern area and southern area). Members asked to consider this during the meeting.</p> <p>Meetings will be held bi-monthly and chaired by a DA representative.</p> <p>The Chair noted CAG meetings are closed events. If members would like to bring a guest to meetings, they must be pre-approved by emailing the DA directly.</p>
	Update of CRR Project	<p>The Chair provided a brief overview of the Cross River Rail project and current status.</p> <p>The Chair gave an overview of the two major packages of work which were signed this year –</p> <ul style="list-style-type: none"> <li>• The Tunnels, Stations and Development (TSD) awarded to Pulse consortium</li> <li>• The Rail Integration and Systems (RIS) awarded to the Unity Alliance</li> </ul>
3	ToRs and Code of Conduct agreement	<p>Members were given hard copies of the current Terms of Reference (ToR), noting that the DA will update these and circulate to members for endorsement.</p> <p>Member noted the reference to 'preferred proponents' should now be listed as 'confirmed'. The Chair agreed and noted this would be updated</p> <p>ACTION - DA to update ToRs and circulate the revised version for endorsement.</p> <p>Members were notified that minutes will be posted on the DA website.</p>
4	Role of Independent Community Relations Monitors	<p>The Chair gave an overview of the Independent Community Relations Monitors (CRMs) function and purpose. The CRMs have been appointed and approved by the Coordinator-General for the project. The CRM's role is to assess an issue which cannot be resolved by the Cross River Rail project teams. The CRMs will attend the CAGs meetings as observers. The CRM's role as part of the CAGs is to ensure the groups are operated in an open and transparent manner and that all questions and issues are appropriately discussed.</p> <p>The Chair introduced the two CRMs:</p> <ul style="list-style-type: none"> <li>• Louise Litchfield - RIS</li> </ul>

		<ul style="list-style-type: none"> <li>Julie Spencer – TSD</li> </ul>
5	Presentation on CRR construction	<p><b>Rail Infrastructure and Systems Update - Kyle Roggenkamp</b></p> <p>KR gave an update on the RIS scope of works including an overview of upcoming construction activities.</p> <p>KR defined ‘possession’ – Queensland Rail track closure to undertake maintenance and works during within the rail corridor when trains are not operating.</p> <p>KR advised that notification of upcoming engagement activities will be done through:</p> <ul style="list-style-type: none"> <li>emails</li> <li>work notices</li> <li>website updates</li> <li>community meetings</li> </ul> <p>KR discussed methods of minimising construction impacts, including:</p> <ul style="list-style-type: none"> <li>consultation with stakeholders, workplace training, promotion of positive workforce behaviour and strong advocacy of the project.</li> <li>Compliance with monitoring requirements and conforming to CG conditions.</li> </ul> <p>Members raised the matter of noise impacts, queried monitoring methodology in the context of modelled impacts and expressed desire for permanent monitoring equipment</p> <p>It was explained that manual monitoring (attended monitoring) will be performed when new activities begin. Further monitoring will be performed if the modelling shows potential exceedances. Activities are not monitored in their entirety as devices left unattended cannot give context to data spikes.</p> <p>The recent engagement with Brisbane Girls Grammar School (BGS) regarding construction activities was raised and noted that a positive outcome was achieved with impacts to the school minimised.</p> <p>ACTION – DA to include information regarding modelling and monitoring as an agenda item for the next meeting to discussed in more detail.</p> <p>Members raised impacts from workforce parking in local areas during construction.</p> <p>KR noted there is dedicated workforce parking at the Herston and O’Connell Terrace site compounds.</p> <p>.</p> <p><b>Tunnel, Station and Development Update - Kylie Brosnan</b></p> <p>KB gave an update to TSD scope of works and upcoming construction activities.</p> <p>Members requested more details regarding the Albert Street demolition schedule.</p>

	<p>Members raised the matter of maintaining access to Albert Street hotels (including cars and pedestrians) during construction and requested a 3 week look ahead for upcoming activities.</p> <p>ACTION – KB to arrange for the Albert Street Community Lead to contact Albert Street members regarding a forward plan of upcoming works.</p> <p>KB gave an overview of the demolition schedule at Albert Street, noting activities will start at Lot 1, followed by Lot 2 from late 2019 into 2020.</p> <p>Member queried the piling methodology.</p> <p>KB explained the difference between bored and driven piling. Bored piling is proposed for use at Albert Street and has is generally less impacts. Bored piling will also be used across the project corridor.</p> <p>KB gave an overview of acoustic sheds and the installation schedules.</p> <p>Members raised the matter of haulage routes.</p> <p>KB noted that CBGU are finalising haulage routes and will share information with the CAG once complete.</p> <p>KB outlined CBGU’s approach to minimising construction impacts:</p> <ul style="list-style-type: none"> <li>• Ongoing stakeholder engagement</li> <li>• Business engagement program</li> <li>• Workforce training</li> <li>• Project-wide predictive noise and vibration modelling</li> <li>• Methodology for the excavation changed to mined cavern approach to reduce impacts</li> </ul> <p>KB outlined upcoming engagement activities:</p> <ul style="list-style-type: none"> <li>• Stakeholder briefings and meeting</li> <li>• Works notices, emails, social media, website, information displays at key locations (drop-in style session for community)</li> </ul> <p>Member raised the matter of pedestrian flow and wayfinding around Roma Street.</p> <p>KB noted that there will be regulatory signage as well as additional signage when changes are implemented that change current pedestrian movements</p> <p>Members queried monitoring during Tunnel Boring Machine (TBM) activities. KB discussed the range of monitoring methods that will be used, including the installation of monitoring points at intervals along the alignment.</p> <p>The Chair noted the depth of the tunnel along the majority of the alignment will be approx. 20 to 30m underground.</p> <p>Member queried potential involvement in the design process of Boggo Road and Dutton Park station.</p> <p>ACTION – KB to provide more information around design process and potential involvement of stakeholders.</p> <p>The Chair gave an overview of the ETCS program of works, noting it is a signalling system which allows trains to operate more efficiently and safely.</p>
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		<p>The Chair noted the DA will organise an ETCS guest speaker to present to the group once contracts are finalised.</p>
<p>6</p>	<p>Questions/feedback</p>	<p>Member queried budget and reporting methods for the project.</p> <p>The Chair confirmed there is a governance structure in place and regular reporting to the CRRDA Board.</p> <p>Members queried expected numbers of incoming workforce relocations to Brisbane, noting this would impact school enrolments numbers in catchment areas.</p> <p>KR discussed local industry development plans and noted that workforce is anticipated to be predominantly from Brisbane but some specialist skills may come from interstate.</p> <p>ACTION – KB and affected members to discuss workforce movements into school catchment areas in more detail. The Chair to speak to CRRDA Training Manager to identify if any data exists within the DA in relation to this.</p> <p>Member queried precaution measures and planned community engagement at Albert Street (and other areas) with regards to asbestos removal.</p> <p>KB confirmed there were multiple inspections by a specialist contractor prior to demolition commencing to identify possible hazardous material. The site and management of asbestos removal is undertaken by certified contractors in accordance with regulatory requirements. The removal of hazardous materials was communicated through the most recent works notice for Albert Street.</p> <p>Members queried Brisbane Metro construction and the cumulative impacts of other projects around Brisbane.</p> <p>The Chair confirmed there are regular meetings with the DA, Council and key state government agencies with a focus on managing cumulative impacts across the city.</p> <p>The Chair asked members for any feedback on communication.</p> <p>Member reiterated desire for a forward schedule of works - 3 week look ahead including traffic flows, noise and vibration.</p> <p>DM asked the group to confirm their preference for meeting format / groups moving forward</p> <p>Members voted to have two separate groups – northern and southern group with interested parties able to attend both if desired.</p> <p>ACTION – DA to include member for BGS in both meeting invitations going forward.</p> <p>All members agreed next meeting should be held early in the new year. All members agreed Wednesday afternoons are suitable.</p> <p>ACTION – DA to organise next CAG meetings for January 2020</p> <p>Meeting closed 4.44pm.</p> <p>Members encouraged to explore Experience Centre at the end of the meeting.</p>

## Meeting actions

Item no.	Action
1	ACTION - DA to update ToR's and circulate revised version for endorsement.
2	ACTION – DA to include modelling and monitoring as an agenda item for the next meeting
3	ACTION – KB to arrange for the Albert Street Community Lead to contact Albert Street members regarding a forward plan of upcoming works.
4	ACTION – KB to provide more information around Dutton Park / Boggo Road design process and potential involvement of stakeholders.
5	ACTION – KB and affected members to discuss workforce movements into school catchment areas in more detail. The Chair to speak to CRRDA Training Manager to identify if any data exists within the DA in relation to this.
6	ACTION – DA to include member for BGS in both meeting invitations going forward.
7	ACTION – DA to organise next CAG meetings for January 2020.