

## MEETING SUMMARY

### AUSTRALIAN TECHNOLOGY PARK COMMUNITY LIAISON GROUP

<b>MEETING</b>	Number 1
<b>DATE</b>	Tuesday, 4 October 2016
<b>TIME</b>	6:00 – 8:00pm
<b>VENUE</b>	Mirvac ATP Office, Locomotive Workshop – Bay 8 – Mirvac Suite 9101, Level 1, Locomotive St, Eveleigh

### MEETING ATTENDANCE LIST

**Chair:** Cassandra Nail, ATP Precinct Manager, Mirvac

	Bianca Nuku Atkinson	Coordinator, Alexandria Child Care Centre
	Darren Jenkins	President, Friends of Erskineville
	Gary Speechley	Treasurer, Alexandria Residents Action Group
	Geoff Turnbull	Spokesperson & Founder, REDWatch
	Joy Brookes	Resident
	Margaret Brodie	Resident, Treasurer of Water Tower Committee, Member of Redfern Station Community Group
	Matthew Verdich	Administration Manager, DST Group
	Megan Davis	Facilities Manager, Carriageworks
	Leeya Panov	Strata Scheme, 49 Henderson Rd Residents (alternate delegate)
<b>ATP Representatives:</b>	Dimitri Roussakis	Development Manager, Mirvac
	Adam Sutherland	Senior Project Manager, Construction, Mirvac
	Warren Henderson	Senior Site Manager, Construction, Mirvac
	Kim Elliot	ATP Communications Specialist, Mirvac
	Ross Hornsey	Director – Communications, JBA
	Nina Blunck	Associate – Communications and Engagement, JBA
<b>Apologies:</b>	Julie Parsons	Community Engagement Manager, the University of Sydney
	Octavia Maddox	Secretary for the Strata Scheme, 49 Henderson Rd Residents
	Will Walker	Development Director, Mirvac

ITEM	ACTIONS	
1.	<b>Welcome and Introductions</b>	
	The Chair welcomed members to the first meeting of ATP's Community Liaison Group. The Chair briefly touched on the agenda for the meeting before all attendees introduced themselves. The Chair confirmed that the group had a good mix of membership including local residents, community action groups, businesses and individuals from the local community.	
2.	<b>Draft Terms of Reference</b>	
	The Chair provided an overview of the main elements of the draft Terms of Reference including objectives, membership, operation and meetings.	Terms of Reference to be finalised,

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<p>Members confirmed they are happy to leave the Expression of Interest application on the ATP website so new members could apply for a position during construction. After some questions the Terms of Reference were agreed.</p>	<p>circulated to members and added to ATP website.</p> <p>CLG EOI to remain on ATP website.</p> <p>New members to apply to Mirvac.</p>
<p><b>3. Update on Planning Process</b></p>	
<p>Mirvac provided an update on the planning process for the project. The Department of Planning and Environment has completed its assessment and the project has received draft conditions of approval. The project is awaiting confirmation that the Department has recommended the project for approval to the Planning Assessment Commission. Once this has been confirmed, the PAC will convene to make the final determination about the project.</p>	
<p><b>4. Construction Next Steps</b></p>	
<p>Preparation is now underway prior to planning approval to ensure the local community have as much notice as possible prior to construction starting. Construction for Building 1 is anticipated to be November 2016, subject to project approval. Building 2 is anticipated to start in February 2017.</p> <p>Perimeter hoardings will be established to the full perimeter of the sites before works start. Construction vehicle and pedestrian entry points will be provided within the hoardings. Vehicle access to Buildings 1 and 2 during construction will be limited to one way to reduce congestion and impacts to existing tenants. Traffic controllers will be in place when tower cranes and construction zones are in operation.</p> <p>Building 2 will involve some excavation to level the site. Restricted construction vehicle access on Locomotive St and no construction vehicle access on Mitchell Way.</p> <p>Trees will be maintained or trimmed on Henderson Road and Davy Ave where possible. The row of trees on Central Ave will be removed and replaced once works have been completed with mature trees.</p>	<p>Members and the local community to be notified in advance of construction commencing.</p>
<p><b>5. Draft Construction Framework Environmental Management Plan</b></p>	
<p>Mirvac provided an overview of the draft Construction Framework Environmental Management Plan. The plan is a positive commitment by Mirvac to ensure that the statutory obligations are fulfilled and the project is delivered to the highest quality, safety and environmental standards.</p> <p>The plan has been prepared specifically for this site and includes the specific approach to construction on site.</p> <p><b>Milestone Summary Program</b></p> <p>The program anticipates the following timings:</p> <ul style="list-style-type: none"> <li>• Building 1: start works in November 2016 (subject to project approval) and completed by the end of 2018;</li> <li>• Building 2: start in February 2017 and complete by the end of 2019;</li> </ul>	<p>Presentation will be sent to CLG members.</p>

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<ul style="list-style-type: none"> <li>• Building 3 – Community Building: start in Q2 2017 and complete by end of 2018;</li> <li>• Public Domain works: Start in Q3 2017 and complete by end of 2019.</li> </ul> <p><b>Hours of work</b></p> <p>Proposed to be Monday – Friday: 7:30 – 5:30pm; Saturdays 7:30 – 3:30pm. Out of hours works require approval.</p> <p><b>Staging of works</b></p> <p>Mirvac covered the staging of works and items included both the Early Works Program and the Main Works Program. Not a lot of excavation or demolition, main works include construction of buildings, landscaping and new pavements.</p> <p><b>Construction Management</b></p> <p>The CFEMP aims to minimise interruptions to traffic and access during the construction period and multiple mitigation measures will be undertaken to reduce impacts.</p> <p>Dust – the mitigation of dust is a key focus. Water spray systems will be used along with monitoring of wind and dust to help identify potential issues.</p> <p>Noise and vibration – acoustic barrier to be installed at Western boundary but not much heavy demolition or excavation on site. Noisy works will be limited to general construction and traffic.</p> <p>Final CFEMP will detail all measures to appropriately identify, reduce and mitigate any potential impacts associated with remediation, excavation and construction.</p> <p>Ongoing dialogue with sensitive receivers including the Alexandria Child Care Centre will take place during construction phase.</p> <p>Mirvac confirmed that building materials are to be stored on site, within the footprint where possible. No storage of materials would take place on the oval or tennis courts unless during upgrade works.</p> <p>Heavy traffic management presence on site. Marshall areas for construction trucks still to be identified with sub-contractors. Request to avoid parking in residential areas.</p> <p>Construction worker population to include approximately 700 people at peak, around 300-400 people on average.</p> <p>Members raised concerns about workers parking in streets. Mirvac confirmed they will be doing all they can to actively encourage workers to use public transport through tool box talks, in the contracts with sub-contractors and by providing storage on site.</p> <p><b>Environmental Inductions and Training</b></p> <p>All employees, sub-contractors and consultants required to provide evidence of appropriate licences or permits required. Daily toolbox talks will take place to ensure all workers are aware of what works are taking place and any issues.</p> <p>Mirvac will facilitate inductions and training in languages other than English. Safety signage will be in multiple languages.</p>	<p>Mirvac to confirm what hours of work the City of Sydney requested in their submission on the project.</p>

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<p><b>Statutory and Other Obligations</b></p> <p>These include Planning Approval; Local Council Planning Policy; and Legislation – need to comply with all relevant legislation, regulations, codes and guidelines.</p> <p><b>CFEMP and Sub-Plans</b></p> <p>Mirvac explained that the overarching Construction Framework Environmental Management Plan is a guide to proactively identify, address and manage potential environmental impacts associated with the works on site.</p> <p>An overview was then provided of each of the Sub-Plans which address specific issues and proposed mitigation. These include:</p> <ul style="list-style-type: none"> <li>• <b>Air Quality Management Plan</b> – includes dust monitoring and mitigation measures</li> <li>• <b>Waste Management Plan and Sediment Erosion Control Plan</b> – ensures waste generated on site will be minimised</li> <li>• <b>Stormwater and Wastewater Management Plan</b> – management of groundwater, wastewater and surface water runoff on site</li> <li>• <b>Acid Sulfate Soil Management Plan</b> – no known acid sulfate soils on site but plan must be in place regardless</li> <li>• <b>Materials Tracking Plan</b> – ensures tracking of all materials imported, re-used and/or disposed of from site</li> <li>• <b>Asbestos Management Plan</b> – plan required for unexpected finds</li> <li>• <b>Noise and Vibration Management Plan</b> – includes requirements for assessment of noise and vibration assessment and appropriate mitigation measures</li> <li>• <b>Report on Geotechnical investigation</b> – informs the design</li> <li>• <b>Geotechnical and Vibration Monitoring Plan</b> – ensures the development of the site doesn't adversely affect the structure of the existing rail infrastructure through vibration</li> <li>• <b>Construction Traffic Management Plan</b> – addresses the traffic and transport impacts during construction and mitigating measures</li> <li>• <b>Workplace Risk Management Plan</b> – key areas affecting health Safety Environment for this workplace</li> </ul> <p><b>Next steps</b></p> <p>Mirvac is now seeking comments from members on the CFEMP or generally on the proposed mitigation of construction impacts by Wednesday 19 October. The final draft will then be submitted to the Department of Planning and Environment, however these are living documents and Mirvac will continue to amend as a result of feedback throughout construction.</p>	<p>Members requested to send further comments on the CFEMP to <a href="mailto:atp.communications@mirvac.com">atp.communications@mirvac.com</a> by Wednesday 19 October.</p>
<p>6. <b>ATP Precinct Update</b></p>	
<p>Mirvac provided an update on news regarding the ATP Precinct. This included:</p> <p><b>Divvy Parking</b></p> <p>Divvy is an online marketplace that connects drivers with unused parking spaces. Divvy's investigations reveal that their system reduces congestion</p>	

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<p>by up to 30% and reduces pollution created by cars driving around looking for a park. It is a smarter parking solution.</p> <p>First stage of the parking is already in place. Long term parkers have transferred over to their system. By the end of the year, the ticket system will be removed. Bookings will be done online and the upgrade to the system will allow tenants better control over the use of spaces.</p> <p><b>Heritage Boiler Upgrade</b></p> <p>The heritage boiler upgrade commenced in August and is due for completion on October. The works are for the conservation of the boilers and restoration of the roof structure. An unknown heritage rainwater gutter system was uncovered during the roof works and will be reinstated as per the original design.</p> <p><b>Heritage Festival</b></p> <p>Will be on 22 October from 10am until 3pm. Includes blacksmithing demonstrations, heritage and locomotive train tours. Kids activities – face painting, mini train rides, jumping castle. Food and wine – free sausage sizzle, food trucks, local beer and wine tasting. Access to the LES.</p> <p><b>Blacksmith's Workshop</b></p> <p>A new five-year lease has been signed with Eveleigh Works (commencing 1 September). Eveleigh Works is a blacksmithing school dedicated to teaching traditional and contemporary techniques to the community. 2017 will mark 130 years of blacksmithing at ATP and Mirvac are excited to take over as caretakers of the heritage machinery and collection.</p>	<p>Mirvac to send information about Heritage Festival for members to share with their networks.</p>
<p>7. <b>Draft Community Consultation and Engagement Plan</b></p>	
<p>Mirvac provided an overview of the aims, objectives, principles, stakeholders and activities in the draft Community Consultation and Engagement Plan.</p> <p>The plan aims to set out the communication and engagement objectives and principles for the project. It describes the proposed communication tools and engagement techniques used to disseminate information and provide feedback. It outlines how enquiries and complaints will be received and responded to during construction.</p> <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>• Keep the local community and stakeholders informed about progress and major works relating to the Project</li> <li>• Be a good neighbour to local communities, businesses and stakeholders during construction</li> <li>• Raise awareness of potential disturbances and provide advance notice of impactful works</li> <li>• Minimise unnecessary disturbances</li> <li>• Ensure that community and stakeholder enquiries and complaints are managed and resolved effectively</li> </ul> <p><b>Communications and Engagement Approach</b></p> <p>A range of different communication tools and engagement techniques will be used by Mirvac to disseminate information, raise awareness of construction activities and invite feedback at different stages of the project.</p>	

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<p>These will allow the project team to distribute information on construction progress and management, provide the mechanisms to respond to enquiries and allow the community to discuss and raise any concerns.</p> <p>These include:</p> <ul style="list-style-type: none"> <li>• <b>Dedicated Resources</b> - ATP Communications Specialist</li> <li>• <b>Regular Forums</b> - Community Liaison Group, Tenant Briefings</li> <li>• <b>Public Information Channels</b> – notifications, letters, flyers, ATP website, project updates, VMS on site, site hoardings, media releases, advertising, etc.</li> <li>• <b>Contact and Communication Channels</b> – project email, 1800 phone number, community emails, social media, Mirvac project office</li> <li>• <b>Management Processes</b> – enquiry and complaint register, training and toolbox talks, complaints handling process</li> <li>• <b>Engagement Activities</b> – stakeholder briefings, door knocking, community information sessions, consultation workshops, business engagement and supply chain, annual Community Day, Community Events, Education program.</li> </ul> <p>Members provided comments about the communications and engagement activities in the draft Community Consultation and Engagement Plan including:</p> <ul style="list-style-type: none"> <li>• Utilise members' networks to communicate important messages about notifications, events, etc.</li> <li>• Use a combination of emails and letterbox drops</li> <li>• Investigate key contacts for high rise buildings and circulate notifications through strata</li> <li>• Investigate adverts on local radio stations including Koori Radio and FBI</li> <li>• Investigate distribution further than 400 metres from site based on impacts and share map with CLG members</li> <li>• Reach out to KU Child Care Centre</li> <li>• Report to the CLG about complaints</li> <li>• Consider involvement in community housing events</li> <li>• Coordinate with Urban Growth where possible</li> <li>• Retain focus on upgrade to Redfern train station.</li> </ul> <p><b>Next steps</b></p> <p>Mirvac is now seeking comments from members on the draft Community Consultation and Engagement Plan by Wednesday 19 October. The final draft will then be submitted to the Department of Planning and Environment, however these are living documents and Mirvac will continue to amend as a result of feedback throughout construction.</p>	<p>Mirvac to investigate comments from members and report back at meeting on 2 November.</p> <p>Mirvac to share proposed distribution map with CLG members.</p> <p>Members requested to send further comments on the Community Consultation and Engagement Plan to <a href="mailto:atp.communications@mirvac.com">atp.communications@mirvac.com</a> by Wednesday 19 October.</p>
<p>8. <b>Heritage Update</b></p>	
<p><b>Draft Heritage Interpretation Strategy – Stage 1</b></p> <p>Out for consultation until 14 October. Mirvac held two workshops in September to consult with interested stakeholders and the local community.</p>	

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<p>Will be submitted to the Heritage Council at the end of October. Stage 2 consultation will then take place in mid-2017.</p>	
<p>9. <b>Any Other Business</b></p>	
<p>Members requested a tour of the building when complete and during construction if possible.</p> <p>Suggestion to look into timelapse. Mirvac will report back to the group.</p> <p>Comment about ensuring disabled access on site. Mirvac to keep the group updated on this.</p>	<p>Mirvac to update members when decision made on timelapse.</p> <p>Mirvac to update members when further information about disabled access is available.</p>
<p>10. <b>Next Steps</b></p>	
<p>The Chair confirmed with members that the next meeting would take place on <b>Wednesday 2 November</b> at 6:00pm. Meeting Summary to be circulated to members within two weeks.</p>	<p>Members are encouraged to circulate Meeting Summary to their networks.</p>