

North-South Corridor Darlington Upgrade



MEETING	South Road Upgrade – Darlington Upgrade CLG	
DATE	Wednesday 3 September 2014	
VENUE	Darlington Upgrade Site Office, L2 Mark Oliphant Building, 5 Laffer Drive, Bedford Park	
IN ATTENDANCE	<p>CLG Members: Andrew Brown Arthur Zekas Bradford Young Bruce Cussans Daryl Ottewill David Anderson (proxy for John Arthur) Kat Vogt Marty Gauvin Mayor Michael Picton Reynold David Rob de Jonge Roy Watkins William Brown (proxy for Lindy Taeuber)</p>	<p>DPTI: Amie Horner Hayden Ryan Leigh Dalwood</p> <p>KMA: Kath Moore Karen Collins</p>
APOLOGIES	Heath Newberry, John Arthur, Lindy Taeuber, Cr Luke Hutchinson, Angelo Lanzilli, Mark Hennessy	
GUESTS	Nil	
PREVIOUS MINUTES	N/A – first meeting	
AGENDA	<ol style="list-style-type: none"> 1. Welcome and introductions 2. CLG logistics <ul style="list-style-type: none"> • Terms of reference review • Meeting dates for 2014 • Contact mechanism 	



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3. Project Update
 - Community feedback on the initial concept layout
 - Current concept layout
4. Facilitated discussion on the current concept layout
 - Key issues / opportunities
5. Topics for discussion at future CLG meetings
 - Short list and prioritise key issues / opportunities
6. Next steps
 - Project Update
 - Detailed concept planning
 - Tender call, assessment and contract award
7. Next meeting and meeting close

	AGENDA ITEM	DISCUSSION	ACTION / NAME
1.	Welcome and introductions	<ul style="list-style-type: none"> • K Moore introduced herself as the meeting facilitator and asked all other attendees to introduce themselves. 	NIL
2.	CLG logistics <ul style="list-style-type: none"> • Terms of reference review • Meeting dates for 2014 • Contact mechanism 	<ul style="list-style-type: none"> • K Moore led the group through the Terms of Reference and gained agreement from attendees with the contents. • K Moore advised that the initial period for the operation of the CLG is six months. At the end of the six month period a review will be undertaken to determine the need for a group to continue into the construction phase of the project. • The meeting schedule was discussed and K Moore requested the dates of future meetings be changed to the second Wednesday of each month for the remainder of the year, to accommodate a request from Cr. L Hutchinson. It was agreed that 	KM to send CLG members a proposed meeting schedule for the rest of the year with the meeting record.

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		meetings would be held on the second Wednesday of each month from 6pm-8pm. As such, the next meeting has been set for Wednesday 8th October at 6pm.	
3.	Project update <ul style="list-style-type: none"> Community feedback on the initial concept layout Current concept layout 	<ul style="list-style-type: none"> L Dalwood gave a power point presentation on the project and outlined DPTI's internal organisational decision making structure and the project team for the Darlington Upgrade Project. The current concept layout was discussed and key issues and opportunities raised from feedback received at the community information days held in July. Group discussion raised a number of questions about traffic movements at the different intersections coming on and off South Road and the motorway. It was agreed that a traffic engineer be invited to the next meeting to provide detailed traffic information 	L Dalwood to invite a DPTI Traffic Engineer as a guest speaker to the next meeting.
4.	Facilitated discussion on the current concept layout <ul style="list-style-type: none"> Key issues / opportunities 	<ul style="list-style-type: none"> Not specifically discussed due to lack of time, K Moore advised that the purpose of the discussion was to identify a list of key topics for future meetings. Some general discussion about the current concept layout took place with some reservation expressed about having only one left turn lane onto Main South Road at the northern end of the motorway. Pedestrian and cyclist connectivity and public transport connections were highlighted as also being important. Some initial reservations about the intersection layouts, particularly at the Main South Road/Ayliffes Road intersection were noted with members keen to review traffic information to assist in future discussions. 	

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5.	<p>Topics for discussion at future CLG meetings</p> <ul style="list-style-type: none"> • Short list and prioritise key issues / opportunities 	<ul style="list-style-type: none"> • As there was no discussion to the above agenda item, K Moore proposed to send out a questionnaire to CLG members and ask that they complete and return the document by the nominated date to assist the project team set the agenda for future meeting. • The questionnaire would include a list of issues/opportunities highlighted from previous community feedback for members to review and prioritise according to areas of most interest to discuss. • It was suggested by a CLG member that discussion focussed on each section of the concept layout e.g. north, central, and south. Some members thought that it may be more effective if 'small break out' groups were set up at some meetings for a period of time to discuss specific locations of interest. The breakout groups would then report back at the end of the meeting, key discussion points. This suggestion has been noted and will be taken into account when the topic of discussion at the meeting warrants discussion around specific locations. 	<p>K Moore to send out a questionnaire to CLG members for their completion which will set the agenda topics at future meetings</p>
6.	<p>Next steps</p> <ul style="list-style-type: none"> • Project Update • Detailed concept planning • Tender call, assessment and contract award 	<ul style="list-style-type: none"> • L Dalwood advised that concept planning and design development will be ongoing until early next year. After this phase, a procurement process to select a Design and Construction consortia will take place, with construction expected to commence during the second half of 2015 and the project scheduled for completion before the end of 2018. • CLG members requested a PDF copy of the concept layout to use when speaking with the local community. L Dalwood advised that this request would be considered. K Moore advised that the concept layout did not currently contain sufficient detail for wider public distribution. She further advised that when community consultation on the concept layout was proposed to take place, 	<p>CLG members to be provided a printed and electronic PDF copy of the current concept layout when ready for public comment.</p>



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		<p>members would be provided with a printed and an electronic PDF copy of the concept layout.</p> <ul style="list-style-type: none"> • CLG members were advised that they are more than welcome to utilise the project office for community meetings and photocopying of approved project materials to distribute to the local community for comment when required. Attendees were also reminded that members of the public can drop in anytime between 9-5 on weekdays to speak to team members about the project. • K Moore advised that an email account has been established specifically for the CLG and that this will be the primary contact mechanism between CLG members and the public and that members' details and the email address would be promoted on the project website. • Meeting records will also be posted onto the project website, following CLG members review of the draft document and confirming their accuracy. 	<p>K Moore to include details of the CLG email address with the meeting record and seek members' permission to publish their contact details on the project website.</p>
7.	Next meeting and meeting close	<ul style="list-style-type: none"> • Members were thanked for their participation. • KM advised that light finger food would be provided at each meeting and asked members to advise of any dietary requirements or alternative refreshment ideas to pizza prior to the next meeting. 	<p>CLG members to advise of any special dietary requirements or alternative refreshment ideas, prior to the next meeting.</p>

NEXT MEETING: Wednesday 8 October 2014 at 6pm at the Darlington Upgrade Site Office.