

Meeting minutes

Meeting name **ILC at Enfield - Road Transport Coordination Group (RTCG)**

Date 24 September 2013 Time 11:00am Meeting No. 15

Location Cosgrove Room Enfield Site Office

Attendees

Masoud Mohammadi (MM) BCC

Ken Kanagarajan (KK) SMC

Steve Fermio (SF) SP

Pat Wilson (PW) HLA

Adem Long (AL) SP

David Chui (DC) RMS

Stephen Zaczekiewicz (SZ) SP

Matthew Fahey (MF) NSWP

Graham Humphrys (GH) BCC

Daniela Vujic (DV) NSWP

Stephen Ironside (SI) HLA

Meeting minute taker: AL

Meeting Chair: Adem Long

Apologies: Isabelle Albert (IA) BC, Shane Hobday (SH) NSWP, Allan Flynn (AF) HLA

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Item No.	Action	Responsibility
1.	Introduction i. Meeting opened with introductions from all present. ii. Chair welcomed Pat Wilson and Stephen Ironside from Hutchison Logistics Australia to the Enfield RTCG Meetings	AL
2.	Action from Previous Minutes i. Slip Lane Investigations – SZ informed the RTCG that NSWP has observed the successful operation of the slip lane on Roberts Rd and will pass on photos of typical vehicle operations to RMS and BC. MM requested a copy of the Roberts Rd Norfolk rd slip lane truck turning paths. ii. NSWP have also written to all the Emergency Services agencies and undertaken a site inspection with NSW Police and Strathfield Council. SMC's KK offered to assist NSW Police in its response to NSWP.	SZ Note
3.	Construction Traffic Update – General i. Roberts Road completed and handed over to RMS ii. Intermodal pavement complete	Note

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	<ul style="list-style-type: none"> iii. Area G and Services area are being worked on now iv. Rail working continuing with ARTC down at the south end of the site v. Mt Enfield nearing completion with capping and re-vegetation continuing 	
4.	<p>Local Area Traffic Management Update</p> <ul style="list-style-type: none"> vi. South of Pilcher St btwn the entrance, Police / Strathfield Council have requested a No Stopping sign to leave a 'leeway' for emergency services – more discussion on this to take place vii. SMC & NSWP to organise a meeting with Emergency Services (Fire and Ambulance) to discuss emergency response for the site (target w/ending 11 October 2013). viii. KK would like it noted that there are powers that Landowner can receive to ensure traffic conditions within the site are enforced. ix. Leighton construction traffic is predominately via the access off Cosgrove road. Although Wentworth St bridge is being by Boral trucks for the supply of asphaltic concrete from its Norfolk Road plant. 	<p>Note</p> <p>SZ/KK</p> <p>Note</p> <p>Note</p>
5.	<p>General Items</p> <ul style="list-style-type: none"> iii. PW asked if the Emergency Response and Evacuation Plan (EREP) has been completed for the ILC – SZ advised it has not, but a Preliminary Hazard Analysis has been completed as part of the project Environmental Assessment phase. PW inquired if the EREP would be a collaborative piece of work, SZ/AL advised it would. iv. NSW Ports will also provide HLA construction traffic numbers, to assist HLA in the planning of their construction traffic planning. v. KK asked questions re the Tarpaulin Shed. DV replied that a separate DA for future development was required. Currently It is zoned industrial. DV reported that options had previously been considered by SPC however a decision on the future use had not been determined. NSW Ports will need to consider the future use however no decision has been made as yet. vi. KK further advised that SMC has received suggestions from the community to erect a hoarding to obscure the Tarpaulin shed. It was noted that matters 5(iii) and 5(iv) are not within the RTCG charter and will be addressed in the future at the Community Liaison Committee (CLC) meeting. vii. KK also requested that NSW Ports considers funding roughly 100m -120m of footpath works on Wentworth St. KK suggested that NSW Ports has a responsibility to ensure the safety of pedestrians walking past the Wentworth St fence line. AL said NSW Ports will write to council in regards to this request. viii. KK also reminded the RTCG that the strata manager (Wolody Management) remains concerned about the safety of traffic operations opposite the bridge entrance at Wentworth Street. Noting that significant construction traffic (e.g. 20 trucks/hour) has been using the entry with no complaints received to date, it was again noted that the RTCG was happy to review the effectiveness of the traffic operations by examining the results of the first traffic 	<p>Note</p> <p>SZ</p> <p>Note</p> <p>Note</p> <p>AL/SZ</p> <p>Note</p>

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	audit to be conducted when the facility reaches 50,000 TEU per annum throughput.	
	ix. SF asked about the timing of the handover of the site to HLA and where its construction access points would be. SZ confirmed that HLA intends on using the Wentworth Street Bridge for construction vehicle entry and egress to its leased sites (IMT, ECS A&B, Area G and Services Area).	Note
	x. AL requested RMS (DC) provide the official B-double street route plan for the area	DC

Date of next meeting: TBC

These minutes have been endorsed by the meeting Chair

Signed

Date