

FINAL

meeting minutes

Meeting	NorthConnex Air Quality Community Consultative Committee (AQCCC)	Meeting No.	1
Location	NorthConnex Boardroom Level 2, Building D 55 Coonarra Avenue, West Pennant Hills	Date	Tuesday 29 August
Independent Chair	<ul style="list-style-type: none"> Abigail Goldberg (minute taker) 		
Committee members	<ul style="list-style-type: none"> AQCCC community representative: Graham Strauss AQCCC community representative: Edward Caruana AQCCC community representative: David Avery Parramatta City Council representative: Stuart Pike (Team Leader, Health) Ku-ring-gai Council representative: Anne Seaton (Manager, Compliance & Regulation) Hornsby Shire Council representative: Dr Ross McPherson (Chief Environmental Scientist) <i>departed 7:10pm</i> 		
In attendance	<ul style="list-style-type: none"> Roads and Maritime Senior Environment Specialist (Air Quality): Andrew Mattes Roads and Maritime Project Manager: Sonja Shand NorthConnex Project Co. Environment Manager: Ryan Butler NorthConnex Communications and Stakeholder Manager: Damien Wilson NorthConnex Senior Communications and Stakeholder Advisor: Emily Frost Lendlease Bouygues Joint Venture Construction Director: Andrew Johnson Lendlease Bouygues Joint Venture Environment & Sustainability Director: Grant Sainsbery 		
Apologies	<ul style="list-style-type: none"> AQCCC community representative: Paige Chowdhury Hills Shire Council representative NorthConnex Project Co. Project Director: Daniel Banovic 		

Item	Subject	Action
1.0	<p>Welcome and introductions</p> <p>The meeting was opened at 5:35pm. The Chair welcomed participants and confirmed that this was the first meeting of the AQCCC following a rigorous process to select community representatives. The Chair invited Committee members to introduce themselves, followed by project representatives, who also advised their role on the project.</p> <p>Apologies were noted.</p>	
2.0	<p>Declaration of interests</p> <p>No interests were declared.</p>	

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3.0	<p>Confirmation of purpose</p> <p>The Chair noted the governance framework for the Committee as outlined in the AQCCC Application Pack and the Community Consultative Committee Guidelines (Department of Planning and Environment, November 2016).</p> <p>The role and scope of the Committee was confirmed. The Chair advised that protocols for the the Independent Chair are also included in the Community Consultative Committee Guidelines. She highlighted that respectful behaviour will be expected at all meetings.</p>	<p>Participants to note:</p> <ul style="list-style-type: none"> • role and scope of the Committee as outlined in the AQCCC Application Pack (provided). • Community Consultative Committee Guidelines (DPE, November 2016) (provided)
4.0	<p>Proposed schedule of meetings and timeline of activities</p> <p>A proposed schedule of meetings and timeline of activities was tabled and discussed. Committee members supported the schedule and agreed that meetings should follow on:</p> <ul style="list-style-type: none"> • 3 October 2017 • 31 October 2017 <p>It was agreed that the NorthConnex Boardroom was an appropriate meeting venue, and that 5:30pm – 7:30pm is an acceptable time.</p>	<p>Participants to note the schedule of meetings and timeline of activities (provided).</p>
5.0	<p>Background to the project overall</p> <p>An overview of the project was provided by Damien Wilson, NorthConnex Communications and Stakeholder Manager.</p> <p>An explanation of the environmental approval conditions relevant to the Committee was provided by Ryan Butler, NorthConnex Project Co. Environment Manager. The Committee’s attention was drawn to the following conditions in particular:</p> <ul style="list-style-type: none"> • Condition B8: Air Quality Community Consultative Committee • Condition E7: Ambient Air Quality - Monitoring • Condition E8: Ambient Air Quality - Goals • Condition E21: Air Quality – Auditing and Quality Assurance 	<p>Participants to note the environmental approval conditions (provided).</p>
6.0	<p>General air quality briefing</p> <p>A briefing regarding air quality and how this is measured, monitored and benchmarked was provided by Andrew Mattes, Senior Environment Specialist (Air Quality)(Roads and Maritime Services). Participants discussed the definitions and methodologies applied. Discussion also ensued regarding current benchmarking and air quality outcomes for existing projects.</p>	
7.0	<p>Overview of work to date to identify locations for air quality monitoring stations</p> <p>An overview of work to date to identify locations for air quality monitoring stations was provided by Andrew Johnson, Construction Director Lendlease Bouygues Joint Venture. The credentials of the consultant Todoroski, who is undertaking this work, were tabled.</p> <p>It was agreed that the report being prepared by Todoroski would be</p>	

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	provided with the agenda ahead of the next meeting (target date: 26 September 2017), and that Mr Todoroski would provide a presentation on this work and be available for discussion at the next meeting.	
8.0	<p>Other business</p> <p>No other business matters were raised.</p> <p>The Chair confirmed that the next meeting would be:</p> <ul style="list-style-type: none"> • 5:30pm – 7:30pm on Tuesday 3 October 2017, at the same location. <p>The meeting was closed at 7:30pm.</p>	Participants to diarise forthcoming meetings.