

FINAL

meeting minutes

Meeting	NorthConnex Air Quality Community Consultative Committee (AQCCC)	Meeting No.	6
Location	NorthConnex Boardroom L2, Building D, 55 Coonarra Avenue, West Pennant Hills	Time & Date	Tuesday 4 December 5:40pm to 6:50pm
Independent Chair	Abigail Goldberg (minute taker)		
Committee members	<ul style="list-style-type: none"> • AQCCC community representative: Edward Caruana • AQCCC community representative: Graham Strauss • AQCCC community representative: David Avery • Parramatta City Council representative: Stuart Pike (Team Leader, Health) • Hornsby Shire Council representative: Steve Fedorow (Division Manager, Environmental and Human Services) (<i>from 5:50pm</i>) 		
In attendance	<ul style="list-style-type: none"> • NorthConnex Project Co. Media and Government Relations Manager: Tim Nairne • NorthConnex Project Co. Environment Manager: Ryan Butler • Lendlease Bouygues Joint Venture Construction Director: Andrew Johnson • Roads and Maritime Project Manager: Sonja Shand 		
Apologies	<ul style="list-style-type: none"> • AQCCC community representative: Paige Chowdhury • The Hills Shire Council representative: Daniel Giffney (Environmental Health Coordinator) • Ku-ring-gai Council representative: Anne Seaton (Manager, Compliance & Regulation) 		

Item	Subject	Action
1.0	<p>Welcome and minutes of previous meeting</p> <p>The meeting was opened at 5:40pm. The Chair welcomed participants, and noted apologies.</p> <p>The Chair noted that Dr Ross McPherson from Hornsby Shire Council had retired and would be replaced by Steve Fedorow, Division Manager, Environmental and Human Services, for today's meeting. A permanent replacement would then be advised by Council.</p> <p>Minutes from the previous meeting were agreed and approved.</p>	<p>Final minutes from previous meeting to be distributed with draft minutes from this meeting.</p>

Item	Subject	Action
2.0	<p>Declaration of interests</p> <p>No interests were noted.</p>	
3.0	<p>Confirmation of meeting purpose</p> <p>The Chair confirmed that the purpose of the meeting was for the project team to provide an update on project progress as well as to discuss the draft protocol for the evaluation of a potential measurement that exceeds the criteria, which is required by the project conditions of consent.</p>	
4.0	<p>Update on air quality monitor installation</p> <p>An update was provided by Mr Johnson, who advised that air quality monitoring equipment had been installed at all 6 sites approved by the Committee, and that monitoring had been able to commence from 1 November 2018.</p>	
5.0	<p>Air quality monitoring results</p> <p>As the air quality monitoring has commenced, Mr Johnson provided a demonstration of how the real time data can be accessed via the website http://airodis.ecotech.com.au/northconnex.</p> <p>Committee members noted the real time data and observed how helpful and interesting this could be. They sought to confirm that the real time data was measuring background conditions only, as a baseline for when the road commences operations. Mr Johnson confirmed that this is the case, and that 12 months of averaged background data is required prior to operations commencing by the conditions of consent of the project.</p> <p>Committee members questioned interpretation of the data, which is technical in nature. The project team noted that that a monthly report on the data will be produced, and presented an example of such a report from the WestConnex project.</p> <p>Committee members observed that the report was helpful but also technical. A plain English summary interpretation of what had been observed over the month of real time data was recommended to assist the community in understanding the data. For example, a spike in the data presented at the meeting reflected a dust storm, which it would be helpful for the community to understand.</p>	<p>Committee members recommended a monthly plain English interpretation of the real time monitoring data.</p>

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6.0	<p>Distribution of air quality monitoring results to the wider community</p> <p>Mr Butler and Ms Shand provided an overview of the project conditions of consent related to making public air monitoring results. These consents include B8E and E7. The Committee has a role related to these conditions in that it is to advise on ways of making air monitoring information publically available.</p> <p>Ms Shand and Mr Butler noted the Committee's support of the real time data website, and sought agreement from the Committee for a link via the NorthConnex website, as a way of making this information public and transparent.</p> <p>Committee members supported a link to the real time data via the NorthConnex website as host online location. However, Committee members requested interpretation of the data to facilitate community understanding.</p> <p>The project team agreed to investigate interpretation options, with support from the Committee for:</p> <ul style="list-style-type: none"> • Standing information on the NorthConnex website explaining the purpose of the real time data. • Monthly interpretation of the data as follows (similar to the conclusions of the WestConnex monthly report): <ul style="list-style-type: none"> ○ 'Headline' overview of what the data has shown. ○ Summary of any matters by exception (eg dust storm or fire). Bullet point sentences considered acceptable. • Making the formal monthly report available. • Contact details for any queries. • Links to related information of interest eg RMS air quality information. <p>The project team offered to provide a sample of how monthly reporting could be done for the Committee to review prior to year end. The project team would consider feedback provided.</p> <p>Once the interpretation material has been reviewed, the Committee strongly supported the project team making public the availability of the real time data via project community channels such as emails, newsletters, social media, advertisements as appropriate.</p> <p>The Committee noted that the project team was required to provide hard copies of the data on request for community members.</p> <p>The project team noted that the data is required to be periodically independently audited. The Committee will be kept informed of and provided with these audits once they commence.</p>	<p>Committee members agreed to a link to the real time air quality monitoring data to be provided via the NorthConnex website, however plain English interpretation of the data was requested.</p> <p>Project team to prepare sample wording of the website that hosts the monthly interpretation of the data for review by the Committee prior to the year end.</p> <p>Project team to publicise availability of the data by years end once interpretation methods have been reviewed.</p> <p>Project team to provide hard copies of the data on request.</p> <p>Project team to keep Committee members updated regarding independent auditing of the data.</p>

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7.0	<p>Draft protocol for the evaluation of a potential measurement that exceeds the criteria</p> <p>Mr Butler provided an overview of the draft protocol, which had been provided to Committee members ahead of the meeting for review.</p> <p>Committee members queried aspects of the protocol. The following recommendations were made:</p> <ul style="list-style-type: none"> • That the protocol be confirmed as relating to the operations of the NorthConnex. It is not applicable prior to operations commencing. • Further plain English explanation to be provided regarding acronyms such as 'NEPM', which may also need to be dated. <p>The project team committed to addressing these recommendations and noted that the document was currently also being reviewed by relevant Government agencies.</p> <p>The project team agreed to circulating the document to the Committee once finalised.</p>	<p>Edits to the protocol to be undertaken per Committee advice, noting that the protocol is also currently under review by others.</p> <p>Finalised protocol to be circulated to Committee members once available.</p>
8.0	<p>Other business</p> <p>No matters were raised as other business.</p> <p>Next meeting</p> <p>The next meeting will be on 29 January 2019, at the project offices.</p> <p>The meeting closed at 6:50pm.</p>	<p>Committee members to advise by email whether they have any timing constraints.</p>