

# North-South Corridor

## Darlington Upgrade Project

### Community Liaison Group - Terms of Reference

#### Introduction

The North-South Corridor is one of Adelaide's most important transport corridors. It is the major route for north and south bound traffic including freight vehicles, running between Gawler and Old Noarlunga, a distance of 78 kilometres.

Gateway South, a joint venture of Fulton Hogan and Laing O'Rourke, announced as the major works contractor on 20 December 2015.

The Darlington Upgrade Project is another important stage in the delivery of the North-South Corridor and will deliver an upgrade of approximately 3.3 kilometres to the existing Main South Road, including:

- a non-stop motorway between the Southern Expressway and Tonsley Boulevard;
- a lowered, non-stop motorway passing underneath Flinders Drive, Sturt Road, Sutton Road/Mimosa Terrace and Tonsley Boulevard;
- grade separation of the Main South Road/Ayliffes Road/Shepherds Hill Road intersection;
- main South Road (at grade) surface roads along both sides of the lowered motorway to provide connections to Flinders Drive, Sturt Road and most local roads; and
- a full free flow interchange at the Southern Expressway/Main South Road with dedicated ramps providing direct access to the new motorway and Main South Road.

The project will create an estimated 370 jobs per year during its construction phase.

The Department of Planning, Transport and Infrastructure (DPTI) formed a Community Liaison Group (CLG), during the planning phase of the project to assist the project team to address local issues arising from the South Road upgrade plans between the Southern Expressway and Tonsley Boulevard. Moving into the detailed design and construction phase, DPTI will form a new CLG to provide a forum for local residents and businesses to discuss and exchange information about the project.



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### **Purpose of the CLG**

To work with the project team to minimise the impacts of the project on the local community and road users and maximise the opportunities for project stakeholders to be well informed about the project's progress and provide input on project elements.

### **Aims of the CLG**

- to create a forum for discussion and exchange of information on the Darlington Upgrade Project;
- to assist the project team to identify local issues or concerns, and possible solutions to these issues and concerns;
- to provide a broad representation of local community interests and views, as opposed to individual interests, that will assist to shape the project; and
- act as a two-way communication link between the project team and the community and disseminate accurate information via existing community networks.

### **Terms of Reference**

#### **Role**

The CLG will operate within a consultative framework rather than being a decision making group. The project team will carefully consider all input from the group, in light of the overall project objectives as well as statutory requirements and government policy. Responsibility for all final decisions will be made by the Darlington Upgrade Project team.

#### **Membership**

The CLG must represent the broadest possible range of local community interests and views. Representatives of the CLG will be selected by the project team on the basis of achieving a broad community representation. Nominees may nominate as individuals or represent on a local organisation, interest or business group.

To ensure a broad balance of community representation on the CLG is achieved, membership on the group will be drawn from specific geographical catchment areas (zones) and target groups where possible. Consideration of nominations received from outside the geographical catchment or target areas may also be given, where the nominee can demonstrate they can represent the broad interests of the adjacent community and a membership vacancy exists on the group for which they apply.

Membership to the CLG is voluntary and in joining the group, members must commit to attending and positively participating in all CLG meetings. In the event a CLG member is unable to attend a meeting, this member may identify one proxy to act as a substitute replacement. If a nominated representative fails to attend two consecutive CLG meetings, without sending an apology (or a proxy) a replacement representative may be sought for the same zone / representative group, at the discretion of the project team. Any proxy must be briefed by the member before attending the meeting and each member should only have one proxy, to ensure that there is consistency in attendance.

An external facilitator and note taker may also attend each meeting, and will not form part of the CLG membership.

Guest speakers may also be invited to attend specific meetings at the request of CLG members.



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State and Australian Government representatives and peak bodies will not be represented on the CLG. A balance in membership will be sought from representatives on both sides of Main South Road/South Road in each zone.

As a guide, the membership of the CLG will be restricted to 21.

- 10 x local residents (2 each from Zones 1, 2, 3, 4, 5)
- 5 x local businesses (1 each from Zones 1, 2, 3, 4, 5)
- 6 x local government representatives (2 from City of Mitcham and 2 from City of Marion and 2 from the City of Onkaparinga)

The area has been divided into five geographical zones, as follows:

Zone 1: Bedford Park South

Zone 2: Bedford Park North

Zone 3: Tonsley

Zone 4: St Marys

Zone 5: Clovelly Park

A map showing the five geographical zones can be found on the project website

[https://www.infrastructure.sa.gov.au/data/assets/pdf\\_file/0005/293918/Community\\_Liaison\\_Group\\_Zones.pdf](https://www.infrastructure.sa.gov.au/data/assets/pdf_file/0005/293918/Community_Liaison_Group_Zones.pdf)

### **Membership Responsibilities**

CLG members must agree to:

- operate within the scope of the Terms of Reference;
- contribute, listen and cooperate, and uphold the integrity of the engagement process;
- value all opinions, accepting that individuals will at times, differ in their views;
- work to build a positive and proactive working relationship with project team members, based on mutual respect and trust;
- discuss and distribute information to other individuals or groups in the community, members responsibly, providing objective and balanced information in keeping with the spirit of the engagement process;
- maintain open communication, sharing of information with other CLG members, but also respecting the need for confidentiality when requested on sensitive project discussions;
- strive to resolve disagreements promptly, through open and honest discussion either within the group or privately with the individual(s) concerned; and
- agree to work to the DPTI values of Collaboration, Honesty, Excellence, Enjoyment and Respect.



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### **Project Team Responsibilities:**

In addition to the above responsibilities, the Darlington Upgrade Project team will:

- allow all members of the CLG to present their views;
- attend and present factual information at each of the CLG meetings to assist other members form their views;
- consider advice and issues raised at the CLG and provide feedback on the outcomes of issues raised;
- distribute meeting agendas and actions arising to all CLG members in a timely fashion and post these documents on the project website following the meeting;
- respond within agreed timeframes to requests for information by CLG members; and
- resolve disagreements through open and honest discussion either within the group or privately with the individual(s) concerned before looking to other means of resolution.

It is acknowledged that members may need to have discussions with the project's management team separate to the CLG process. It is further acknowledged that while members retain the right to lobby for a particular outcome through alternative processes, members commit to working together in the spirit of cooperation to uphold the integrity of the engagement process.

### **Media Protocols**

CLG members must:

- respect that no member of the CLG can speak to the media on behalf of the CLG or on behalf of any other members of the CLG, without prior consent of the entire CLG;
- not provide the media with any information which has been generated at the CLG which has been specifically identified as confidential and sensitive in nature;
- respect every other members' right to express an opinion within CLG meetings and expect not to have these opinions repeated out of context in the media; and
- to not post information on social media, without prior consent of the project team.



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## Meetings

Meetings will be facilitated by a non-government community engagement specialist. The facilitator will be responsible for ensuring the meetings are structured effectively and group members have an equal opportunity to provide input into meeting discussions. The facilitator will also be responsible for taking the minutes of the meeting.

Meetings will be kept as informal as possible to encourage, open two-way communication.

Operating procedures:

- meetings will be held every month, or if required, on an 'as needed' basis;
- meetings are proposed to take place on the last Thursday of the month and take no longer than 2 hours;
- suggested timing of the meeting is between 6pm to 8pm;
- meeting venue, site office at the corner of Sturt Road and Laffer Drive, Bedford Park;
- light refreshments will be provided; and
- standing agenda items will include:
  - Meeting Introductions/ apologies
  - Summary record of actions and outcomes from the previous meeting
  - Project Update
  - Round table discussion
  - Other Business
  - Next Meeting – date/time.

Administration:

- compilation of agendas, record of meeting outcomes and distribution of these to CLG members, booking of venues and catering will be the responsibility of the Darlington Upgrade Project Team;
- notice of impending meetings, agendas and record of meeting outcomes and any supporting material requiring prior consideration will be distributed via email to CLG members five working days prior to the next meeting;
- meeting records will include a summary of all actions and responsibilities arising from discussions, but will not form detailed minutes;
- CLG members may nominate issues for discussion at future meetings. The number of 'other business' items will be limited in order to allow suitable time for discussion of each issue and agenda items may be prioritised in relation to the immediacy of issues raised and other critical issues already proposed for that meeting; and
- CLG members should email: [dpti.darlington@sa.gov.au](mailto:dpti.darlington@sa.gov.au) or phone: 1300 759 334 the project team in between CLG meetings to raise specific issues as they arise to determine whether these can be dealt with immediately, or if more appropriate, can be scheduled for group discussion at the following meeting.



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