

Purpose

This document outlines the purpose of City Rail Link's Community Liaison Groups (CLGs) and provides information on their composition, operation and accountability. It also provides a code of conduct for CLG members.

City Rail Link (CRL) is the largest transport infrastructure project ever to be undertaken in New Zealand. The 3.45km twin-tunnel underground rail link will unlock Auckland's public transport network and transform the way we travel around our city.

New architecturally-designed stations with underground platforms will be built under Albert Street (entrances on Victoria and Wellesley Streets) and Karangahape Road (entrances on Mercury Lane and Beresford Square) – providing new transport connections. CRL will connect with the Western Line at a redeveloped Mt Eden Station – less than 10 minutes from downtown Auckland – opening up the entire rail network.

When CRL opens in 2024, Aucklanders will have new world-class stations and a modern rail service that benefits the entire transport network for decades to come.

City Rail Link Limited (CRL Ltd) was established on 1 July 2018 to deliver the CRL on behalf of the Crown and Auckland Council (the project sponsors).

As part of CRL designation and resource consent conditions, four Community and Business Liaison Groups (CLGs) were required to be established. These CLGs are representative of the residents, property owners and businesses directly affected by CRL construction.

The groups will meet regularly throughout CRL's construction, with the purpose of:

- receiving regular updates on project progress
- monitoring the effects of construction on the community and giving feedback to CRL Ltd and the Link Alliance, who will respond to any concerns and issues
- providing feedback on the development of Construction Environmental Management Plans (CEMPs), Delivery Work Plans (DWP) and Management Plans that outline how the project will manage the impacts of construction on the local community

CLG members have made a time commitment to the groups, who will meet regularly over several years to allow for an accumulation of knowledge about the project.

Composition

Four Community Liaison Groups (CLGs) were established in 2015, following an invitation for expressions of interest, as an avenue for community involvement during planning and early works phases of the project, particularly for those who would likely be directly impacted by future CRL construction works.

In 2019, as the project enters its main construction phase, other interested parties have the opportunity to apply for CLG membership to ensure each group remains representative of the community it serves.

The groups include:

Contracts 1 and 2 (C1/C2)

This group represents the local community from Britomart Station/lower Queen Street (C1) and Albert Street from Quay Street to Wyndham Street (C2).

Aotea

This group focuses on Albert Street from Wyndham Street to Mayoral Drive, where the new Aotea Station will be built.

Karangahape

This group's focus is on the wider Karangahape Station area from Pitt Street and Beresford Square to Karangahape Road, Mercury Lane and East Street.

Mt Eden

This group focuses on the land surrounding the Western Line from Normanby Road to Haultain Street and up to Nikau Street.

Each of the CLGs should consist of the following:

- Representatives of the local community – residents, businesses, property owners and interest groups
- A representative of the local board
- A representative of the relevant business association

Each meeting will be chaired by a senior member of the CRL project team and attended by relevant representatives (as per the agenda) and a minute-taker.

Code of Conduct

Members of each CLG are required to:

- Attend as many meetings as possible and participate in discussions
- Understand the objectives of the City Rail Link project
- Provide views and advice on relevant issues raised by the project or through wider community feedback
- Facilitate two-way sharing of information between the project and the community
- Restrict issues and debates to matters relevant to the project
- Ensure the full range of project and community perspectives are considered respectfully and impartially
- Provide input into draft construction environmental management plans (CEMPs), Delivery Work Plans (DWPs) and Management Plans
- Provide CRL and the Link Alliance with information about their interest in the project and/or their role within the local community.

Operation

Key operational details of the group:

- The Chair will:
 - Lead the group, introduce the agenda and representatives of the project team, facilitate interactive discussion, encourage equitable participation by all members and encourage open and honest feedback
 - Encourage professional conduct
- All registered CLG members will receive email invitations to the meeting. Members can bring guests but CRL Ltd/Link Alliance should be notified of who has been invited to ensure the meeting space and catering is adequate for the numbers present
- CLG meetings will be held at least once every three months, with meetings generally held on the last Tuesday or Wednesday of the month. During intensive construction periods, the frequency of meetings may need to be increased
- Meetings are generally expected to run for 1.5 to 2 hours, depending on the number of agenda items to get through

- CLG members must RSVP to meeting invitations and inform CRL if they are unable attend and if they wish to send a proxy
- CLG members must inform the Chair if they wish to resign from their position or they wish to nominate a replacement
- CRL (C1/C2) or the Link Alliance (Aotea, K Road & Mt Eden) are responsible for administration, including the organisation of meetings, arranging speakers, issuing invitations and distributing agendas, minutes and briefing papers
- The CLGs will operate until six months after the project is completed, with a review of group membership every 18 months
- Members will receive a copy of the new Group Charter, which includes a Code of Conduct that members are asked to read and adhere to
- Members can communicate directly with CRL/Link Alliance, and with each other, about the CRL project via a private Facebook group established for each CLG group
- Any member of the public wishing to apply for a position on a CLG can do so by submitting an online form via CRL's website www.cityrailink.co.nz/clg-application-form

Accountability

CLG meeting minutes and presentations will be published on the CRL website and information may be included in other project publications.

Any member who fails to turn up to more than three CLG meetings in a row may lose their position as permanent CLG member and no longer receive direct invitations to participate in CLG meetings.