

9. Mapleton Ave
10. Wizard St
11. Hinder St (Kate Crace St – existing bus terminus)
12. Gozzard St (Marketplace)

1256

Option 2 (Interchanging focussed at Dickson)

1. Alinga St
2. Elouera St
3. Ipima
4. Macarthur Ave
5. Dickson
6. Phillip Ave
7. Epic
8. Sandford St
9. Well Station Dr
10. Nullabor Ave
11. Mapleton Ave
12. Wizard St
13. Kate Crace St (current bus terminus)
14. Gungahlin PI

Option 3 (Interchanging at earliest logical opportunity)

16. Alinga St
17. Elouera St
18. Ipima St
19. Macarthur Ave
20. Canberra Visitor Centre
21. Dickson
22. Swinden St
23. Phillip Ave
24. Epic
25. Sandford St
26. Well Station Dr
27. Nullabor Ave
28. Mapleton Ave
29. Wizard St
30. Hamer St (future bus terminus)
31. Kate Crace St (current bus terminus)
32. Gungahlin PI

The final answer is probably somewhere between Options 2 and 3.

Any views?

Thank you

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[REDACTED]

From: [REDACTED]
Sent: Wednesday, 4 September 2013 11:13 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: CMLRIS - GIS works

Hi [REDACTED]

Sorry I missed your call.



For example: Block X is found to have a maximum development capacity of 1,000 residents. The corridor maximum potential is found to be 100,000 residents. Therefore, Block X receives 1% of any development. A realistic development scenario may be 30,000 residents in the corridor. Block X would receive 1% of that (300 residents).

The only difficulty with this approach is if a block is already at capacity. However, our approach is to assume replacement of land use, not addition to existing, so the blocks won't go over capacity.

By retaining the development patterns in all three land use scenarios, we stand a much better chance of delivering the land use according to the proposed schedule. If all three scenarios are completely different, it is likely that the amount of review and negotiation with EDD/ESDD/CMA will delay the process significantly.

Regards,

[REDACTED]
SMEC Australia Pty Ltd
[REDACTED]

From: [REDACTED]
Sent: Tuesday, 3 September 2013 5:27 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: CMLRIS - GIS works

Hi [REDACTED]

Please remove 2b. Last sentence.

This approach could result in the maximum development potential of individual Blocks being exceeded. Some Blocks are very much bigger than others (eg EPIC, racecourse, Kenny) so distribution of additional development will not necessarily be consistent across scenarios.

Thank you

From: [REDACTED]
Sent: Tuesday, 3 September 2013 5:10 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: CMLRIS - GIS works

Please find attached our variation request to undertake the GIS works outlined below.

I have made a couple of minor changes to the scope, which I don't believe will have a significant impact on the outcomes:

-
-
-
-

SMEC assumes that CMA will be responsible for distribution of the data (at each of the hold points) to EDD/ESDD and collation of any feedback.

As an additional note, Task 2 includes the development of three land use scenarios. The original scope of the project only allows for strategic transport modelling of one development land use scenario (in Stage 3). As outlined in the modelling discussion paper I sent you last week, we have allowed for strategic modelling of parking and PT fare scenarios. These scenarios can be used to model different development scenarios instead, if you prefer.

Finally, the start of the GIS works is dependent on SMEC's receipt of the Territory Plan in GIS format. If you could organise that, the start won't be delayed.

Regards,

SMEC Australia Pty Ltd

From: [REDACTED]
Sent: Friday, 30 August 2013 5:55 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: CMLRIS - GIS works

Hi [REDACTED]

The scope is as follows.

1. For all Blocks in a 1km corridor either side of the proposed route:
 - a. Based on Territory Plan zoning and other restrictions/constraints, check/correct URS estimates for maximum potential residential population, employment numbers and retail GFA.
 - b. Confirm estimates with EDD/ESDD/Capital Metro.
2. For both 2021 and 2031, develop 3 land use scenarios
 - a. Using 2011 Census data
 - b. Using the ESDD Land Use Compendium data for 2021 and 2031 for Business as Usual
 - c. Assuming redirection of 50%, 65% & 80% (actual percentages to be confirmed) of total ACT urban infill housing to the 1km Corridor.
3. For all Blocks in the 1km corridor, each land use scenario will include:
 - a. Estimated residential population
 - b. Estimated employment numbers
 - c. Estimated retail GFA
 - d. Estimated educational enrolments

4. Confirm estimates with EDD/ESDD/Capital Metro.
5. Aggregate the land use scenarios to the EMME Transport Zones.
6. Identify at the suburb level the areas from which the urban infill housing and employment has been redirected.
7. Confirm with EDD/ESDD/Capital Metro.
8. Disaggrègate this information to the EMME Transport Zones
9. All steps of the above process to be clearly documented in EXCEL spreadsheets
10. Complete land use scenarios to be finalised by 27 September 2013.

We require your proposal by COB 03 September 2013.

Separately SMEC will advise on:

1. The need to modify the EMME Transport Zones within the 1km corridor to:
 - a. Better reflect Territory Plan zoning
 - b. Avoid large zones which only have small portions within the 1km corridor
 - c. Avoid zones along the corridor which are large in relation to proposed LRT stop spacing
2. The need to modify the EMME PT generalised cost function, or the EMME network, or other aspect to address the issue of artificially high PT boardings in the Do Nothing case.

Please call me if you wish to discuss.

Thank you

From: [REDACTED]
Sent: Friday, 30 August 2013 3:42 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: CMLRIS - GIS works

I have asked around the office and we have sufficient GIS capacity to undertake the land use works we spoke about on Wednesday.

My understanding of the tasks involved is:

- Using the Territory Plan and the Block/Section GIS data as a guide (and in liaison with EDD), develop maximum (probably unrealistic) land use forecasts for the corridor
- In liaison with EDD, determine a realistic proportion of the maximum development that is likely to occur in the study time frames (2016, 2021, 2031) for each transport zone in the corridor
- Based on EDD's reductions in growth outside the corridor (to meet the corridor growth demand), update the transport zone forecasts outside the corridor
- Update the land use in the strategic transport model for the project scenario

At the end of these tasks, we will be able to run the strategic transport model and provide updated patronage results.

If you agree that this is the appropriate method to follow, let me know and [REDACTED] and I will prepare the costing.

Regards,

[REDACTED]
SMEC Australia Pty Ltd
 Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] | www.smeccom.com | [LinkedIn](#)

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[REDACTED]

From: [REDACTED]
Sent: Tuesday, 27 August 2013 9:25 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: CMLRIS - Modelling discussion paper

[REDACTED]

Please find the revised modelling discussion paper. After your earlier comments, we have included a brief discussion about the large number of boardings in the base case and how we will address the issue.

I have also included a short discussion on what modelling scenarios will be conducted, what results we are hoping to get and how the results will be used.

Regards,

[REDACTED]

SMEC Australia Pty Ltd
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia
[REDACTED] | www.smec.com | [LinkedIn](#)

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[REDACTED]

From: [REDACTED]
Sent: Tuesday, 27 August 2013 9:18 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Fortnightly Progress Report 9 (23-08-2013) - Capital Metro Light Rail Integration Study

Hi [REDACTED]
Can you pls include an update on the modelling discussion paper and resolution of the identified modelling issues as per my email of 21 August.
Thank you
[REDACTED]

From: [REDACTED]
Sent: Monday, 26 August 2013 5:44 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Fortnightly Progress Report 9 (23-08-2013) - Capital Metro Light Rail Integration Study

Hi [REDACTED]
Please find attached the Capital Metro Light Rail Integration Study progress report for the period 12-08-2013 to 23-08-2013.

Regards,

[REDACTED]
SMEC Australia
Suite 2 Level 1, 243 Northbourne Avenue, Lyneham ACT 2602, Australia
[REDACTED]
[REDACTED] | www.smec.com | [LinkedIn](#)

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Capital Metro Light Rail Integration Study
Fortnightly Progress Report
23 August 2013

To: [REDACTED] CMA

From: [REDACTED], SMEC

1. Tasks undertaken by the project team during the past two weeks

- Attended project management meeting on 14 August 2013. Attendees are as follows:
 - ✓ [REDACTED] (CMA)
 - ✓ [REDACTED] (EDD)
 - ✓ [REDACTED] (EDD)
 - ✓ [REDACTED] (SSP)
 - ✓ [REDACTED] (Talkforce)
 - ✓ [REDACTED] (SMEC)
 - ✓ [REDACTED] (SMEC)
- Completed the mailing list for stakeholder engagement consultations
- Added some discussion in the transport modelling discussion paper to address some of the identified issues.
- Continued the Stage 1 Technical Note update with the aim of submitting a revised version to CMA by early next week. The updated report will incorporate additions and clarifications from comments received from the previous version. The report will also include a new options evaluation methodology that was developed with CMA.

2. Tasks to be undertaken in the next two weeks

- Submit the revised Stage 1 Technical Note
- Submit an updated Transport Modelling Discussion Paper
- Attend project management meeting on 28 August 2013
- Depending on approvals received – booking of community display spaces and stakeholder engagement meeting space; kick-off graphic design of materials (Talkforce to coordinate with Publishing Services)
- Revise the project program once consultation materials contents are approved and land use data provided by EDD

3. Information required from CMA/other government agencies

- Approval of text and images for public consultation material
- Updated land use data from EDD

4. Outstanding issues to be resolved

- Nil

-
5. **Current Project Status:** Delayed, based on the most recent approved project program revision (14 April 2013). Program needs to be updated once all the pending information are provided to SMEC.

From: [REDACTED]
Sent: Monday, 12 August 2013 5:34 PM
To: [REDACTED]
Subject: Fortnightly Progress Report 8 (09-08-2013) - Capital Metro Light Rail Integration Study

Hi [REDACTED]

Please find attached the Capital Metro Light Rail Integration Study progress report for the period 29-07-2013 to 9-08-2013.

Regards,

[REDACTED]
SMEC Australia
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] www.smec.com | [LinkedIn](#)

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Capital Metro Light Rail Integration Study
Fortnightly Progress Report
 9 August 2013

To: [REDACTED] CMA

From: [REDACTED] SMEC

1. Tasks undertaken by the project team during the past two weeks

- The Stage 1 Technical Note was updated and re-submitted on 31 July 2013. Feedback from CMA indicated that earlier comments regarding the evaluation methodology have not been fully addressed. Additional comments from CMA received on 6 August 2013. The Technical Note is being updated to address these latest comments.
- Clarification regarding the evaluation methodology criteria and scoring will require further consultation with CMA and this will be undertaken soon.
- Attended project management meeting on 31 July 2013. Attendees are as follows:

- ✓ [REDACTED] (CMA)
- ✓ [REDACTED] (Publishing Services)
- ✓ [REDACTED] (EDD)
- ✓ [REDACTED] (EDD)
- ✓ [REDACTED] (EDD)
- ✓ [REDACTED] (Talkforce)
- ✓ [REDACTED] (SMEC)
- ✓ [REDACTED] (SMEC)

Land use assumptions were discussed and inconsistencies in the data provided to SMEC were brought up.

- Initial liaison with Publishing Services to exchange contact details and ensure that a system is in place that would facilitate quick provision of materials once the materials text is approved.
- Updated the public consultation materials text and submitted the updated materials on 1 August 2013. Further comments received from CMA on 7 August 2013 and the revised poster text was submitted on the same day.
- A number of revisions were also done on the light rail integration images, mostly on the bus integration image (Image #5). The updated images were sent to CMA, with the latest versions of Images #1, #2, #3 sent to CMA on 1 August 2013, Image #4 on 5 August 2013 and Image #5 on 7 August 2013.
- CMA [REDACTED] sent EDD [REDACTED] the land use data used by URS previously on 2 August 2013. EDD will review this and advise the project team later of the final land use assumptions to be used along the Gungahlin to City corridor.

2. Tasks to be undertaken in the next two weeks

- Continue preparation of community consultation materials-- Talkforce will coordinate with Publishing Services once the contents of the materials are approved.



-
- Liaise and discuss with CMA the issues raised on the Stage 1 Technical Note
 - Liaise with EDD to follow up land use assumptions to be used in the study
 - Complete the mailing list for stakeholder engagement communications
 - Revise the project program once consultation materials contents are approved
- 3. Information required from CMA/other government agencies**
- Approval of text and images for public consultation material
 - Northbourne Avenue Existing Conditions Report (Final version)
- 4. Outstanding issues to be resolved**
- *Nil*
- 5. Current Project Status: Delayed**, based on the most recent approved project program revision (14 April 2013). Program needs to be updated once the consultation materials contents are approved.

[REDACTED]

From: [REDACTED]
Sent: Wednesday, 7 August 2013 9:33 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Updated CMLRIS Consultation Materials (Contents)
Attachments: Draft survey questions_r2.docx

Hi [REDACTED]
Thanks for the updates.
For the bus route map, while southern Canberra bus routes will connect with LRT at City they do not all terminate at City. Routes 2, 3, 6 and Blue Rapid all continue on through City.
Poster text will also need to be corrected and can you also please clarify what image is intended for Poster 7 (suggest you use the same names as for the .pdf files to ensure everyone is clear).
Attached is a copy of the revised questionnaire for your comments/info.
Thank you
[REDACTED]

From: [REDACTED]
Sent: Monday, 5 August 2013 1:33 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Updated CMLRIS Consultation Materials (Contents)

Hi [REDACTED]
As per your comments, discussed over the phone last Friday, please find attached the updated images #4 and #5.
Regards,
[REDACTED]

SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Thursday, 1 August 2013 4:29 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Updated CMLRIS Consultation Materials (Contents)

[REDACTED]
Please find attached the updated consultation material contents (text) based on our meeting yesterday, provided by [REDACTED]
Changes are:

1. Put new proposed date for stakeholder engagement meeting in the stakeholder invite letter
2. Changed the survey question re location of stations at Gungahlin and City to say there are additional stop locations being proposed and what do people think (previously Kristen was seeking an opinion on the site for the actual station)
3. Changed posters to reflect the above point and added more information about how bus routes will terminate at each station.

4. Removed reference in the fact sheet and posters to us seeking input from community about ACTION services. We are not asking and as we are only generically talking about routes integrating this is not something we can really ask about.

Also attached are updated images based on our discussions yesterday. Note that we've added numbers to each stop/station on all images where they appear. They look okay in all images except for image #4 where some numbers are barely visible. I suggest just having the numbers on image #3, but if you want all images with stops to have numbers then the attached images can be used.

If you're happy with these, please let me know so we can then copy the high-resolution files to a CD and send it to Leo.

Regards,

[Redacted]

SMEC Australia

Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[Redacted]

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1. How often on average do you currently use public transport?
 - Never
 - Less than once a week
 - One or two days a week
 - Four or five days a week
 - Every day

2. What factors are important to you when deciding to use public transport?
Place the following 10 factors in order from 1 to 10. Write "1" next to the most important factor to you and write "2" next to the second most important factor, etc. Continue to "10" which is the least important factor:
 - Speed of public transport
 - Reliability of public transport
 - Frequency of public transport
 - Comfort of public transport vehicles
 - Getting a seat on the public transport vehicle
 - Public transport fares
 - Walking distance to the public transport stop
 - The need to transfer between public transport routes
 - The availability and cost of car parking
 - Traffic congestion

3. Would you prefer a light rail system that:
 - Has fewer stops and therefore has faster travel speeds; or
 - Has many stops and is slower but more accessible?

4. Two possible locations have been identified for the last stop in Gungahlin Town Centre.
Which stop do you think is in the best location?
 - Stop 1a
 - Stop 1b
 - Neither
 - Why? _____

5. Two possible locations have been identified for the last stop in Canberra City.
Which stop do you think is in the best location?
 - Stop 16a
 - Stop 16b
 - Neither
 - Why? _____

6. Potential stops on the Gungahlin to City light rail route have been identified to produce a light rail system that is both accessible and fast.

Based on this criteria, are there any stops you think are not needed? Yes/No

6a. If yes, please state the number of the stop that should be removed and why _____

7. Are there any additional stops that are required? Yes/No

7a. If yes, please indicate where and why _____

8. What factors are important to you when waiting at a light rail stop?

Place the following 5 factors in order from 1 to 5. Write "1" next to the factor you think is most important to you and write "2" next to the second most important factor, etc. Continue to "5" which is the least important factor.

- Closed shelters (i.e. completely protected from wind and rain)
- Heated shelters in winter
- Ample seating
- No smoking
- Real time information about the light rail timetable

9. What transport modes do you think a light rail stop should integrate with to make it accessible to the community?

Place the following 7 statements in order from 1 to 7. Write "1" next to the statement you think is most important and write "2" next to the statement you think is second most important, etc. Continue to "7" which is the statement you think is least important.

A light rail station should:

- Connect to the bus network
- Have all-day car parking available
- Connect to the local bicycle paths
- Connect to the local pedestrian paths
- Have secure bike parking
- Have a drop-off/pick-up area
- Have a taxi rank nearby

10. Are there any light rail stops you believe should have Park & Ride facilities (i.e. all-day parking)? Yes/No

10a. If yes, which stop number? _____

11. Are there any stops you believe should have drop-off/pick-up facilities? Yes/No

11a. If yes, which stop number? _____

12. Would you like to be able to take your bike on to the light rail vehicle? Yes/No

13. What distance would you be comfortable walking from home or work to catch a light rail service?
- 400 metres or less
 - 600 metres
 - 800 metres
 - One kilometre or more
14. How often on average do you think you would use the Gungahlin to City light rail?
- Never
 - Less than once a week
 - One or two days a week
 - Four or five days a week
 - Every day
15. Would you be more likely to catch the light rail service than the existing Red Rapid bus service along the Gungahlin to City route? Yes/No
16. At which of the potential light rail stops shown in the diagram would you be most likely to catch the light rail service (write the stop number)? _____

[REDACTED]

From: [REDACTED]
Sent: Monday, 5 August 2013 2:34 PM
To: [REDACTED]

Subject: RE: Capital Metro Light Rail Integration Study - Minutes of Workshop
Attachments: 3002353 Stakeholder Workshop Minutes Rev2.pdf

All,

Attached are the minutes of the Stakeholder Workshop held on 07 June 2013 updated with comments from ESDD – Transport Planning.

If you have any questions or feedback, please direct it to the project officer, [REDACTED]

Regards,

[REDACTED]
SMEC Australia Pty Ltd
[REDACTED]

From: [REDACTED]
Sent: Monday, 29 July 2013 4:05 PM
To: [REDACTED]

Subject: Capital Metro Light Rail Integration Study - Minutes of Workshop

All,

I have been asked to forward the minutes of the Stakeholder Workshop held on 07 June 2013.

If you have any questions or feedback, please direct it to the project officer, [REDACTED]

Regards,

[REDACTED]
SMEC Australia Pty Ltd
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] | www.smec.com | [LinkedIn](#)

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Capital Metro Light Rail Integration Study

Minutes – Stakeholder Workshop

Friday, 07 June 2013, 2:00pm – 5:00pm

Meeting Room, Capital Metro Agency

Level 2, Building 3, 9 Sandford Street, Mitchell

Attendees:



ESDD – Transport Planning
 SMEC
 ESDD – Transport Planning
 Talkforce
 ContentGroup
 SMEC
 UNSW
 GTA
 EDD
 ESDD – Transport Planning
 SSP
 Cardno
 Cardno
 CMA
 SSP
 SMEC
 MRCagney

Discussed:

1. Introduction/Background (KK)

- The ACT Government is committed to Light Rail and has two major projects:
 - ⇒ Capital Metro Light Rail Integration Study (this project)
 - ⇒ Light Rail Masterplan (upcoming, later this year)
- Detailed design will be undertaken over the next couple of years with construction scheduled to start in 2016.
- This study is focussed on the integration between Capital Metro and other modes, including bus, Park & Ride, Kiss & Ride (being dropped off at a stop by a car driver who then continues on their journey), cycling and walking
- This workshop is to explore issues found during investigations to date and provide feedback to guide future investigations
- Project funding may come from the private sector. This must be considered during development of options.

2. Project Overview (JC)

- Stage 1:
 - ⇒ Identification of potential issues, development of preliminary options for integration, stop location, stop hierarchy
 - ⇒ Development of assessment methodology to allow selection of a preferred option
- Consultation

- ⇒ Take preliminary options to the community for feedback into the selection of the preferred option
- Stage 2:
 - ⇒ Further refinement and requirements of preferred option
- Stage 3:
 - ⇒ Traffic and transport modelling (strategic modelling, micro-simulation modelling, intersection analysis)
- Stage 4:
 - ⇒ Evaluation of project benefits

3. Discussions relating to Gungahlin Terminus

- The assumption in previous studies is that the light rail will run along Hibberson Street and terminate somewhere near the existing bus stop outside Woolworths. This may not be practical as there needs to be connection between local buses and light rail at this point but the light rail station will completely block Hibberson Street.
 - ⇒ Another option is to use the existing paved area in Gungahlin Place as a station, which would offer reasonable coverage of the town centre, allow easy transfer to/from buses and will not block traffic on Hibberson Street. This would require the direction of each of the carriageways of Gungahlin Place to be switched (maybe for the whole length).
 - ◆ Can the line be extended further to the west in this option?
 - Possibly. It depends on land use availability if it is worth extending the line to the western part of the town centre.
 - There is a long term option to extend the line to Moncrieff, via Mirrabee Drive
 - ⇒ There could also be a stop near the intersection of Hibberson Street and Kate Grace Street to serve the proposed developments in that area.
 - ◆ Will this block Hibberson Street?
 - Maybe. There may be enough space to widen Hibberson Street at this location as it is less constrained than further west.
 - What about the existing surface car park next to Woolworths?
 - ⇒ A DA has been submitted to redevelop that area
 - How large will the "interchange" need to be?
 - ⇒ It will need at least six bus bays
 - ⇒ If the two-layover solution recommended in earlier work by SMEC/MRC is adopted, local buses may travel through the interchange and then terminate in either the eastern or western layover, depending on which direction they came from. This would give better PT coverage of the town centre.
 - ⇒ The two layovers are currently under construction.
 - When will the option be decided?
 - ⇒ After consultation with the community scheduled for August-September
 - Will buses still run on Flemington Road?
 - ⇒ We expect that there will be fewer buses than at the moment. Some will still need to run, especially school buses.
 - How does this study affect the other Gungahlin Town Centre studies currently underway? Does it take priority or can the other studies influence the CMLRIS works?
 - ⇒ It would be good to integrate all studies as much as possible. However, the CMLRIS outcomes may take priority.
 - What about traffic volumes for the other studies, which are currently using pre-LRT forecasts?

- ⇒ Updated traffic forecasts will be available in Stage 3 (Some will be available in Stage 2 but these will be from the strategic model) [REDACTED]
- What about parking rates/provision in the town centre? [REDACTED]
 - ⇒ Parking provision rates for town centres and the City assume 50% and 20% of the demand, respectively, is car-as-driver. This is already low. Light rail implementation may provide further opportunity to review on a case-by-case basis. [REDACTED]

(Representatives from the project teams for other projects in the Gungahlin Town Centre left the workshop at this point)

4. Discussions relating to Dickson Station

- Previous options looked at diverting the light rail from Northbourne Avenue, either to the eastern verge or onto Challis Street. These options seem to increase delay significantly. [REDACTED]
- A new option is to leave light rail on Northbourne Avenue and divert all local buses to Challis Street. They would then stop at a new bus station close to (or on) the existing motor registry site, as close to Northbourne Avenue as possible. Transferring passengers would then cross one carriageway of Northbourne Avenue to access the light rail. This new bus station could be associated with the Cape Street extension.
 - ⇒ Is the Cape Street extension likely? [REDACTED]
 - ◆ It is part of the Dickson Masterplan. [REDACTED]
- What about moving the transfer point further north to intersect east-west PT movements along Antill/Mouat Streets? [REDACTED]
 - ⇒ There is currently little public transport demand between Belconnen and Dickson. [REDACTED]

5. Discussions relating to the City Terminus

- Earlier options specified that the light rail terminus would be between Alinga Street and Rudd/Bunda Street. For the buses (Rapid) to connect well to the light rail, it would be preferable to have new stops on Northbourne Avenue. However, there is limited space in this block due to the hotel and existing driveways [REDACTED]
- A potential options would be to locate the light rail stop between London Circuit and Alinga Street (between the Melbourne and Sydney buildings). This would allow Rapid buses to use the existing stops (Platforms 10 and 11) on Northbourne for transfers to/from light rail. It would also give the opportunity to have another stop near the intersection of Barry Drive and Northbourne Avenue to better serve the City and university area. [REDACTED]
 - ⇒ The site between the Melbourne and Sydney buildings has a sense of "place" and can make the light rail more iconic. Also, extending the system further south (even if it is only a small amount at this stage) helps create the idea of "light rail for Canberra", not just Gungahlin. [REDACTED]
 - ⇒ Moving Rapids to Northbourne Avenue makes the bus-bus transfer more difficult [REDACTED]
 - ◆ True. However, the light rail is part of the Rapid network. In the future, if a "central station" is built, there will be space for all transfers. Currently, there is no convenient location. [REDACTED]
 - ⇒ Isn't the stop spacing between Girrahween Street and Barry Drive too small? [REDACTED]
 - ◆ They are a little close but not too bad for the city area. It also depends on which side of the intersections the stops are located on. [REDACTED]
- The City Plan is going out for consultation soon. Our plans need to be consistent with the City Plan. At this stage, it looks like they are fairly similar. [REDACTED]



6. Bus network discussions

- Three options (A, B and C) have been suggested. Option A keeps all buses as they are, with the exception of the Red Rapid, which is replaced by light rail. Option B terminates some of the Gungahlin and Dickson local buses at their respective stations and forces passengers to transfer to light rail to complete the trip into Civic. Option C removes all of the buses from the corridor so that no bus runs parallel to light rail and all passengers travelling along the corridor must use light rail. [REDACTED]
- Option A is likely to allow higher speed and lower stop frequency for light rail. Option C will require light rail to stop at all of the stops currently served by local buses to maintain coverage. This will result in a much slower operating speed. [REDACTED]
- Suggest renaming Option A as Base Case. [REDACTED]
- For this project maximising light rail usage/boardings, should be the main focus rather than overall PT usage. [REDACTED]

7. Stop location and service pattern discussions

- A large number of potential stops have been identified. Many of these are located close to existing bus stops. The actual stops that are used by light rail will depend on the service pattern chosen (Option A – limited stops, Option C – all stops). [REDACTED]
- The actual coverage of potential stops (based on real walk distances, not just aerial distances) is being mapped [REDACTED]
- Development between Well Station Drive and Sandford Street (Mitchell) may be environmentally sensitive. A stop is probably not required in this area. [REDACTED]
- The EPIC stop may be better located a short distance away from the main gate. Also, the Park & Ride at EPIC is temporary only. [REDACTED]
- If Option C (or similar) is chosen, where light rail has to service a large number of stops, it may be possible to start two vehicles together. One (in front) would run express, the other would run “all-stops”. With careful planning, the slower vehicle would not delay the next express. [REDACTED]
- What process would be used to choose the stop locations? [REDACTED]
 - ⇒ Modelling, qualitative assessment, stakeholder feedback [REDACTED]
 - ◆ The quantitative information should be available before public consultation [REDACTED]
- Will Real-Time Passenger Information be included? [REDACTED]
 - ⇒ Yes. It will use the same system as the buses [REDACTED]
- What sort of headways will be assumed? (STh)
 - ⇒ Recommend 5 minutes during peaks and no more than 15 minutes off-peak. Modelling will test vehicle capacity vs. frequency. [REDACTED]
- What sort of stops and facilities are being considered? [REDACTED]
 - ⇒ Preferably island stops. These offer better opportunities for higher grade facilities and better comfort. They also mean that both trip directions start/stop at the same location. Narrow parts of the corridor may need a different solution. [REDACTED]
 - ⇒ Need to consider platform widths. Melbourne has a standard width but it is very tight and designed for constrained spaces. Most of the platform locations here will have more space but a consistent approach is needed. [REDACTED]
 - ⇒ Departure side stops at signalised intersections allow for higher levels of traffic signal priority for LRT [REDACTED]

8. Integration discussions

- It is recommended that some kind of path (focused on pedestrians but able to accommodate cyclists) is included in the median. People tend to want to walk in the direction of travel and don't want to back-track to a pedestrian crossing. [REDACTED]

- ⇒ It is important not to compromise the exclusive right-of-way for LRT in the median or introduce features that will reduce the safe LRT operating speed. [REDACTED]
- ◆ People will walk on the median, even if there isn't a path. Providing a path will help control their movements. [REDACTED]
- ◆ Providing better facilities for pedestrians will encourage more people to catch the light rail. [REDACTED]
 - Once passengers alight their final destination will be in the properties along the road, not in the median. It is therefore preferable to move the passengers to the verge as soon as possible. Providing paths in the median in addition to the paths in the verge appears to be over provision. [REDACTED]
- What about bicycles on light rail? [REDACTED]
 - ⇒ It will be a policy decision. Vehicles will be capable. Maybe consider bans during peak (crowded) times. [REDACTED]
- What priority will light rail have in the corridor? [REDACTED]
 - ⇒ Refer to Transport for Canberra – Action 2F: absolute priority [REDACTED]

9. Discussion of Modelling

- Strategic modelling will be used to provide forecasts of patronage. Micro-simulation modelling and intersection analysis will be used to assess operational impacts. [REDACTED]
 - ⇒ Use caution with the strategic modelling. It may not be accurate for new modes. Modelling also doesn't pick up the comfort and appeal of the system. However, rail users are prepared to walk longer distances than bus users. [REDACTED]
 - ◆ The perceived travel time can be adjusted to take this into account. However, we have no data on what value to use. [REDACTED]
 - ⇒ Transfer penalties will also have an impact. These should be reduced for stations with good facilities [REDACTED]
 - ⇒ Does the model include the cost of parking and then walking to the destination? [REDACTED]
 - ◆ No. Parking costs are included but the walk trip is not included. [REDACTED]
 - ⇒ What about land use forecasts for the modelling? [REDACTED]
 - ◆ Recommend using URS/Deloitte land use assumptions for the high density scenario along with more current work undertaken by EDD [REDACTED]
 - ⇒ Recommend testing higher parking prices and parking capacity constraints [REDACTED]

10. Other discussions

- Request a short paper on the options/issues, expected feedback and how to manage the feedback [REDACTED]
- What about consultation materials/content? [REDACTED]
 - ⇒ Need to select an option, request feedback on cycle facilities, stop details (enclosed, heated etc), RTP information etc. [REDACTED]
- Need to agree on assessment criteria for selection of the preferred option [REDACTED]
 - ⇒ Consider: accessibility (distance, connectivity), emissions, patronage, mode shift [REDACTED]

11. Actions/Next Steps

- Cardno and GTA to liaise with [REDACTED] (CMA Project Officer) to coordinate concurrent projects in Gungahlin Town Centre.
- ESDD to supply land use assumptions used in the URS/Deloitte feasibility study as a starting point. This needs to be further modified incorporating the corridor work being undertaken by EDD



-
- Project team to prepare short paper/notes on proposed public consultation, to be discussed with [REDACTED] before he goes on leave.
 - Project team and officer to meet and decide on community consultation materials and content.

[REDACTED]

From: [REDACTED]
Sent: Wednesday, 31 July 2013 12:43 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Stage 1 Technical Note

Hi [REDACTED],

Please find attached the updated Stage 1 Technical Note.

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Thursday, 18 July 2013 4:27 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Stage 1 Technical Note

Hi [REDACTED],
The proposed evaluation methodology requires further discussion.

Except perhaps for "Land Use Intensification" all of the measures can be quantified.
Why are we using a qualitative analysis ?

Many of the measures are very closely correlated – it appears that the evaluation could reduce down to 3 or 4 core measures.

Thank you
[REDACTED]

From: [REDACTED]
Sent: Thursday, 18 July 2013 11:27 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Draft Stage 1 Technical Note

Hi [REDACTED],

As discussed yesterday, please find attached the Draft Stage 1 Technical Note for the CMLRIS. Note that there are a couple of highlighted sections that talk about changes to Network 13 – we are not sure whether these can already be included in the report. Also, Appendix C is still incomplete as the MRCagney staff working on these plans/diagrams has been sick for the past few days. I was told by MRCagney that they will send me the complete plans for Appendix C once that person comes back to work.

Please review and send us your feedback.

Regards,

[REDACTED]
SMEC Australia
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia



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[REDACTED]

From: [REDACTED]
Sent: Tuesday, 30 July 2013 11:48 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Hi [REDACTED],

Updated image #3 with your comments yesterday incorporated.

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Monday, 29 July 2013 4:52 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Hi [REDACTED],

Please find attached the updated image #3 with your suggestions included. As I've mentioned over the phone, I suggest doing the blow up diagram of the stations only in image #3 because if we do the same for #4 and #5, the images would be so crowded.

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 12:22 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Images #3, #4 and #5 attached

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 11:54 AM
To: [REDACTED]
Cc: kristen@talkforcemedia.com.au
Subject: RE: Draft Contents of Consultation Materials

Image #2 attached

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 11:52 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Draft Contents of Consultation Materials

Hi [REDACTED]

Please find attached the updated contents of the consultation materials (Invitation to Stakeholders, Newspaper Ad, Info Session Posters, Survey Questions, and Fact Sheet) prepared by [REDACTED]. From my understanding, the issue you've raised about inconsistencies between the different materials have already been addressed.

Also attached here is the first of the LRT corridor images that we're proposing to include in the posters. We've prepared five images and I'm sending you the other four in separate emails as the files are relatively large. In summary, the following are short descriptions of the images:

1. Aerial photo of the study area (to appear in Poster 2) [*Note: the coverage of this aerial photo will be extended so it has the same coverage as the road network; we're just waiting for the additional aerial photo tiles from ESDD*]
2. Aerial photo with the LRT line and proposed stops included (to appear in Poster 4)
3. Road network with the LRT line and proposed stops included (to appear in Poster 5)
4. Image #3 + walking and cycling integration (to appear in Poster 6)
5. Image #3 + bus network integration (to appear in Poster 7)

These images are still in PDF format and relatively low-resolution to make emailing more manageable. These will be in high-resolution format once finalised.

Regards,

[REDACTED]
SMEC Australia
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] | www.smec.com | [LinkedIn](#)

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[REDACTED]

From: [REDACTED]
Sent: Tuesday, 30 July 2013 9:07 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Capital Metro Light Rail Integration Study - Minutes of Workshop

I [REDACTED]
Please make the changes and reissue.
Thank you
[REDACTED]

From: [REDACTED]
Sent: Monday, 29 July 2013 5:09 PM
To: [REDACTED]

Subject: RE: Capital Metro Light Rail Integration Study - Minutes of Workshop

[REDACTED]
I have attached comments on the meeting minutes. Please incorporate those comments.

Regards
[REDACTED]

[REDACTED]
Phone: [REDACTED]
Transport Planning | Environment and Sustainable Development | ACT Government
16 Challis Street, Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601

From: [REDACTED]
Sent: Monday, 29 July 2013 4:05 PM
To: [REDACTED]

Subject: Capital Metro Light Rail Integration Study - Minutes of Workshop

All,

I have been asked to forward the minutes of the Stakeholder Workshop held on 07 June 2013.

If you have any questions or feedback, please direct it to the project officer, [REDACTED]

Regards,

[REDACTED]
SMEC Australia Pty Ltd
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

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[REDACTED]

From: [REDACTED]
Sent: Monday, 29 July 2013 4:53 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials
Attachments: Draft survey questions_DS.docx

Hi [REDACTED]
I have reviewed the proposed questionnaire.
Plse go through and check that it will still obtain the information intended or otherwise needs any tweaking.
Also, I notice there is no question on the possible changes to ACTION routes. Is this intended or is an additional question required ?
Thank you
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 4:34 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Revised images #3, #4 and #5 attached.

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 4:23 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Hi [REDACTED]
Please find attached the revised Image #2. Note that we've also moved the stop previously located at Gould St slightly to the south, such that it's now located at McKay St.

Revised images #3, #4 and #5 to follow in a separate email.

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 1:34 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Hi [REDACTED]

Quick comments

As discussed for stop locations in Gungahlin and City.
Also it is confusing to have Routes 2 & 3 the same colour.
Morisset Rd extension can be deleted from this consultation.

Thank you

From: [REDACTED]
Sent: Friday, 26 July 2013 12:22 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Images #3, #4 and #5 attached

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 11:54 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Image #2 attached

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 11:52 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Draft Contents of Consultation Materials

Hi [REDACTED],

Please find attached the updated contents of the consultation materials (Invitation to Stakeholders, Newspaper Ad, Info Session Posters, Survey Questions, and Fact Sheet) prepared by [REDACTED]. From my understanding, the issue you've raised about inconsistencies between the different materials have already been addressed.

Also attached here is the first of the LRT corridor images that we're proposing to include in the posters. We've prepared five images and I'm sending you the other four in separate emails as the files are relatively large. In summary, the following are short descriptions of the images:

1. Aerial photo of the study area (to appear in Poster 2) [Note: the coverage of this aerial photo will be extended so it has the same coverage as the road network; we're just waiting for the additional aerial photo tiles from ESDD]
2. Aerial photo with the LRT line and proposed stops included (to appear in Poster 4)
3. Road network with the LRT line and proposed stops included (to appear in Poster 5)
4. Image #3 + walking and cycling integration (to appear in Poster 6)

5. Image #3 + bus network integration (to appear in Poster 7)

1352

These images are still in PDF format and relatively low-resolution to make emailing more manageable. These will be in high-resolution format once finalised.

Regards,

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Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

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1. How often on average do you currently use public transport?
 - Never
 - Less than once a week
 - One or two days a week
 - Five days a week
 - Every day

2. What factors might encourage you to use public transport more often?
 - Faster public transport service, comparable to driving
 - Reliable public transport service
 - More frequent public transport services
 - High quality public transport vehicles
 - Lower cost public transport
 - To support environmental sustainability and reduce car use
 - Readily available real time information about the public transport schedule (eg via SMS)
 - Ability to do other things while travelling (eg read newspaper, read emails, use the internet)
 - Less availability of parking near my work
 - Cost of parking
 - Increased traffic congestion
 - Nothing

3. Would you prefer a light rail system that:
 - Has fewer stops and therefore has faster travel speeds; or
 - Has many stops and is slower but more accessible?

4. Two possible terminus station locations have been identified at the Gungahlin Town Centre.
Which station do you think is in the best location?
 - *[Name of location]*, or
 - *[Name of location]*
 - Why? _____

5. Two possible terminus station locations have been identified for the Canberra City.
Which station do you think is in the best location?
 - *[Name of location]*, or
 - *[Name of location]*
 - Why? _____

6. Potential stops on the Gungahlin to City light rail route have been identified based on best practice to produce a light rail system that is both accessible and fast.
Based on this criteria, are there any stops you think are not needed? Yes/No
 - 6a. If you answered yes to the above question, which stops should be removed? _____
 - 6b. Please explain why you think that stop should be removed? _____

7. Are there any additional stops that are required? Yes/No
- 7a. If you answered yes to the above question, where would you propose stops be added? _____
- 7b. Please explain why you think the additional stops you have proposed are required? _____
8. What design considerations do you feel are important to your comfort when waiting at a light rail station or stop? (Tick all that apply)
- Main stations have closed shelters (i.e. are completely protected from the outside elements)
 - All stations and stops have closed shelters
 - Shelters at main stations are heated in winter.
 - Shelters at all stations and stops are heated in winter.
 - Ample seating at stations and stops.
 - Real time information about the light rail schedule is available at main stations
 - Real time information about the light rail schedule is available at all stations and stops
 - Other _____
9. What transport modes do you think a light rail station should integrate with to make it accessible to the community? Please select from the following those statements you agree with.
A light rail station should:
- Effectively link with bus routes from my home
 - Allow me to drive and park my car nearby
 - Be connected to local bike routes so I can ride to the stop
 - Allow me to safely lock up my bike
 - Allow me to be dropped off nearby
 - Effectively link with pedestrian networks
 - Have a taxi rank nearby for me to complete my journey home
10. Light rail stops will be designed to integrate with bus, bike and walking networks. Are there any stops you believe should have Park & Ride facilities (i.e. you can drive to a carpark near the stop, park your car for an extended period of time and catch light rail to your destination.)? Yes/No
- 11a. If you answered yes to the above question, which stop? _____
11. It is proposed that light rail stops would be designed to integrate with bus, bike and walking networks. Are there any stops you believe should have Kiss & Ride facilities (i.e. someone can drive you to the stop and drop you off)? Yes/No
- 12a. If you answered yes to the above question, which stop? _____
12. If you were to ride to a light rail stop or station, would you like to be able to take your bike onto the light rail vehicle so you could use it at the end of your journey? Yes/No

13. What distance would you be comfortable walking from home or work to catch a light rail service?
- Less than 400 metres
 - 400 metres
 - 600 metres
 - 800 metres
 - 1 kilometre
 - More than 1 kilometre
14. Based on the information provided, do you believe you would ever use the Gungahlin to City light rail as a transport option? Yes/No
15. If you answered yes above, would you be as likely to catch the existing Red Rapid bus service to travel along this route? Yes/No
16. How often on average do you think you would use the Gungahlin to City light rail?
- Never
 - Less than once a week
 - One or two days a week
 - Five days a week
 - Every day
17. At which of the potential LRT station/stop locations shown in the diagram would you be most likely to catch the light rail service?

[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 1:34 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Hi [REDACTED]
Quick comments
As discussed for stop locations in Gungahlin and City.
Also it is confusing to have Routes 2 & 3 the same colour.
Morisset Rd extension can be deleted from this consultation.
Thank you
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 12:22 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Images #3, #4 and #5 attached

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 11:54 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Draft Contents of Consultation Materials

Image #2 attached

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Friday, 26 July 2013 11:52 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Draft Contents of Consultation Materials

Hi [REDACTED]

Please find attached the updated contents of the consultation materials (Invitation to Stakeholders, Newspaper Ad, Info Session Posters, Survey Questions, and Fact Sheet) prepared by [REDACTED]. From my understanding, the issue you've raised about inconsistencies between the different materials have already been addressed.

Also attached here is the first of the LRT corridor images that we're proposing to include in the posters. We've prepared five images and I'm sending you the other four in separate emails as the files are relatively large. In summary, the following are short descriptions of the images:

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2. Aerial photo with the LRT line and proposed stops included (to appear in Poster 4)
3. Road network with the LRT line and proposed stops included (to appear in Poster 5)
4. Image #3 + walking and cycling integration (to appear in Poster 6)
5. Image #3 + bus network integration (to appear in Poster 7)

These images are still in PDF format and relatively low-resolution to make emailing more manageable. These will be in high-resolution format once finalised.

Regards,

[REDACTED]
SMEC Australia

Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] | www.smec.com | [LinkedIn](#)

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Capital Metro Light Rail Integration Study
Fortnightly Progress Report
26 July 2013

To: [REDACTED], CMA

From: [REDACTED], SMEC

1. Tasks undertaken by the project team during the past two weeks

- Stage 1 has been completed, although the preliminary strategic transport modelling will have to be re-run once the re-calibrated model has been signed off by ESDD and the land use assumptions along the corridor have been finalised. Tasks in Stage 1 are as follows:
 - ✓ *Task 1.1 Review existing bus network and its integration with the LRT system (100%)*
 - ✓ *Task 1.2 Assessment of Existing Infrastructure to be integrated with the LRT System. (100%)*
 - ✓ *Task 1.3 Develop a hierarchy of stops and stations (100%)*
 - ✓ *Task 1.4 Identify Long List of Potential Stop Locations (100%)*
 - ✓ *Task 1.5 Identify potential locations for Park & Ride, Bike & Ride, Kiss & Ride facilities. (100%)*
 - ✓ *Task 1.6 Analysis of integration of light rail into existing cycle and pedestrian networks. (100%)*
 - ✓ *Task 1.7 Develop a range of public transport scenarios/options for evaluation (100%)*
 - ✓ *Task 1.8 Preliminary Strategic Transport Modelling (100%)*
 - ✓ *Task 1.9 Develop a methodology for evaluating the public transport scenarios (100%)*
 - ✓ *Task 1.10 Evaluate network options using proposed methodology (100%)*
- Attended the Corridor Development Plan meeting on 17 July 2013. Attendees include representatives from CMA, SSP, ESDD-TP, EDD-OCG and EDD-LDA. Current land use assumptions to be provided by SMEC to EDD-OCG and EDD-LDA once these are confirmed by ESDD-TP. SMEC investigated the land use used by URS in their modelling and found some inconsistencies. This matter was raised with ESDD-TP and is still yet to be resolved.
- Attended project management meeting on 17 July 2013. SMEC project team attendees include [REDACTED] (PM) and [REDACTED] (Stage 3 Lead). [REDACTED] is the lone CMA attendee. Other attendees include [REDACTED] (SSP) [REDACTED] (ESDD-TP) and [REDACTED] (ACTION).
- Developed and updated diagrammatic drawings of the integration of the other transport modes with LRT. The bus network integration was also updated using Network 13 information as well as ESDD-provided walkability mapping data.
- Finalised the GIS analyses
- Appendix C of the Stage 1 Technical Note was updated with the ESDD-provided walkability GIS data. This will inform specific station area designs in Stage 2.
- The evaluation methodology was simplified by merging two categories that had similar considerations and scores.



- A preliminary assessment of the proposed options was conducted and final revisions to the evaluation criteria were made.
 - Talkforce liaised with CMA to finalise draft contents of consultation materials. Prepared drafts of consultation material for approval, which included:
 - ✓ Advertisement to announce commencement of consultation process and invite community stakeholders to attend public information displays;
 - ✓ Factsheet for mailout to residents and businesses along light rail corridor. This would also be handed out at public information displays and made available on project website.
 - ✓ Posters for public information displays.
 - ✓ Letter to invite key public stakeholders to a stakeholder engagement meeting.
 - ✓ Feedback form to enable members of the community to provide input on this project.
 - Drafts of the LRT integration diagrams to be presented to the community was prepared and submitted to CMA.
 - The Stage 1 Technical Note is being finalised and will be submitted next week
- 2. Tasks to be undertaken in the next two weeks**
- Continue preparation of community consultation materials – CMA needs to decide ASAP on who will be preparing the actual materials
 - Submit the Final Stage 1 Technical Note
 - Resolve issues relating to the land use assumptions and finalise so it can be used for strategic transport modelling
 - Revise the project program once agreement on consultation materials and processes are finalised
- 3. Information required from CMA/other government agencies**
- Northbourne Avenue Existing Conditions Report (Final version)
- 4. Outstanding issues to be resolved**
- *Nil*
- 5. Current Project Status:** Delayed, based on the most recent approved project program revision (14 April 2013). Program needs to be updated once agreement on consultation materials and processes have been finalised.

[REDACTED]

From: [REDACTED]
Sent: Wednesday, 8 January 2014 1:50 PM
To: [REDACTED]
Subject: FW: LRT Integration Study - Consultation
Attachments: Draft text Capital Metro Light Rail Integration Study Fact Sheet_DS.docx

From: [REDACTED]
Sent: Monday, 22 July 2013 4:03 PM
To: [REDACTED]
Subject: LRT Integration Study - Consultation

Hi [REDACTED]
I have redrafted the Fact Sheet for use in the LRT Integration Study public consultation.
The Fact Sheet will provide the basis for the other consultation documents (flyers, posters etc).

Please let me know if you have any comments on any aspect of the Fact Sheet.

When we are ok with the content I will forward to the consultants to prepare the full suite of consultation documents.

Thank you
[REDACTED]

Capital Metro Light Rail Integration Study Fact Sheet

What is Capital Metro?

The ACT Government's Transport for Canberra policy is strongly focused on increasing utilisation of sustainable transport options.

Better public transport services will help reduce the costs associated with multiple car ownership and traffic congestion, and will assist in reducing Canberra's greenhouse gas emissions.

As part of its comprehensive plan to revitalise public transport services and improve residents' transport choices, the Government is progressing development of a light rail network for Canberra. This is the Capital Metro project.

Capital Metro will transform the way Canberra develops and matures.

The first stage of Capital Metro

The first stage of Capital Metro will provide a faster and more reliable public transport service along the 12km route between Gungahlin and City. It will link the growing region of Gungahlin with the existing commercial centres and amenities of Mitchell, Dickson and City.

The first stage will be developed on a median alignment along Flemington Road and Northbourne Avenue. The intention is to retain the existing verge and median widths wherever possible.

The route will have high quality stops at intervals of between 450 metres and 1.5 kilometres, and major stations at Gungahlin Town Centre, Canberra City and Dickson.

What impact will light rail have on Canberra?

Capital Metro is a transformative project that will change the way Canberra functions and grows. As well as providing a faster and more reliable public transport service which will encourage mode shift away from private vehicles, this project will facilitate urban renewal (both residential and commercial), bringing about significant transit oriented land use changes.

With more people on public transport, traffic conditions along the busy Flemington Road/Northbourne Avenue corridor should also improve.

Where is the project up to?

The ACT Government has already undertaken a range of studies into rapid transit and its impact on Canberra.

An initial engineering and economic analysis has been completed. This confirmed a strong benefit cost ratio for the Gungahlin to City LRT, supported by more people and jobs moving into the corridor over the next 20 years.

One of the next steps in this project is to determine how best to integrate light rail into Canberra's overall transport system.

The Capital Metro Light Rail Integration Study

The Light Rail Integration Study is currently underway to identify and assess options for integrating the Gungahlin to City LRT into Canberra's overall transport network. This includes the ACTION bus network, the bicycle path network and the pedestrian path network. Options for bike and ride, kiss and ride, and park and ride locations along the LRT route will also be assessed.

Potential LRT stop locations will be assessed in terms of integration with the overall transport system, and the accessibility they provide to the population, employment and other attractions in surrounding areas. The design of LRT stops, and particularly features to promote usage and support transfers from bus and car to LRT, will also be investigated. The correct balance needs to be established between the spacing of LRT stops and the overall speed

of the LRT. More stops, at closer spacing, will provide better access to the LRT from surrounding areas. However, as the number of stops increases the overall speed of the LRT reduces.

Options for changes to ACTION's bus network to integrate with the LRT will be assessed. The objectives will be to improve overall efficiency while maximising public transport patronage.

The Light Rail Integration Study will help us ensure the Gungahlin to City transit corridor is effectively designed to encourage the ACT community to use LRT and that LRT successfully integrates with other means of transport.

Will light rail impact on bus services?

LRT will provide a faster and more reliable public transport link between Gungahlin Town Centre and Canberra City and will replace the existing Red Rapid bus service on this segment.

Other bus services in the wider Gungahlin to City corridor may be realigned or truncated to avoid unnecessary duplication of the LRT service. Passenger transfers between bus and LRT will be promoted at City, Gungahlin Town Centre, Dickson and possibly other selected locations.

Related projects

The Capital Metro project is being closely coordinated with other related ACT Government initiatives such as The City Plan and the City to the Lake project.

How can I be involved?

To ensure that stops along the route are effectively planned to maximise patronage, it is important to understand what factors will influence people's decision to use LRT.

In particular, it is important to make sure planning supports strong integration with other modes of transport, and provides people with easy access to stops.

We are now seeking information from you about how you might access LRT stops – by riding a bike, walking, driving or catching a bus – what amenities you would like to see to support this; and what should be considered in terms of placement of stops to encourage use.

A diagram above shows the location of possible LRT stops. These locations have been selected bearing in mind the need for LRT to be as fast as possible, while still providing enough stops so people can easily get to the system to use it.

Your views are also being sought on possible changes to ACTION bus services to integrate with the Gungahlin to City LRT.

A number of community information sessions are being held around Canberra to provide more information about this project and enable the public to provide input.

Alternatively you can provide your views on the issues being considered via an online feedback form. We look forward to hearing your ideas.

If you would like to know more about the Capital Metro Light Rail Integration Study or provide feedback, please visit an information display and talk to a member of the project team. Details for each of the planned information displays being held along the Capital Metro route are below:

Location: Gungahlin Town Centre

Location: Dickson

Location: City Centre

Date:

Date:

Date:

Time:

Time:

Time:

Alternatively you can visit the project website at www.capitalmetro.gov.au/integrationstudy

Fact sheet audience

People who attend a community information session

Will be available online for all members of the public

Key stakeholders will be provided a copy as well as light rail providers Veolia and Keolis/Downer EDI. This will be sent in an email asking them to go online to review project information and provide a written response.

May be posted to all homes and businesses in: Mitchell, Gungahlin, Hackett, Braddon, Turner, Lyneham, Watson, Downer, Ainslie. (to be confirmed with Capital Metro Authority)

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 16 July 2013 4:19 PM
To: [REDACTED]
Subject: CMLRIS - Progress Meeting Minutes
Attachments: 3002353 Progress Meeting Minutes Rev0.doc

[REDACTED]

Minutes from the last progress meeting attached for your review.

Regards,

[REDACTED]
SMEC Australia Pty Ltd
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED]
[REDACTED] www.smec.com | [LinkedIn](#)

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**Capital Metro Light Rail Integration Study
Minutes – Progress Meeting**

Wednesday, 03 July 2013, 2:00pm – 3:30pm
Meeting Room, Capital Metro Agency
Level 2, Building 3, 9 Sandford Street, Mitchell

Attendees:



CMA
SMEC
ESDD – Transport Planning
Talkforce
SMEC
ACTION
CMA
MRCagney

Discussed:

1. Light Rail Options

- The three basic operational options were outlined:
 - ⇒ Option A (Base Case): replace Red Rapid with light rail. All other buses operate as normal. Light rail has very wide stop spacing and operates at relatively high speed.
 - ⇒ Option B: Replace Red Rapid with light rail and truncate most other bus routes at Gungahlin, EPIC or Dickson. Some local bus routes still operate in the corridor to provide coverage to all stops. Light rail has wide stop spacing and relatively high speed.
 - ⇒ Option C: Light rail becomes the only PT operating along the corridor. All buses are truncated at Gungahlin, EPIC or Dickson. Light rail has narrow stop spacing as it has to service all stops in the corridor. Operating speeds are relatively low.
- A balance needs to be struck between:
 - ⇒ Operating speed vs. Coverage
 - ⇒ Vehicle size vs. frequency
- The stop catchment analysis was discussed. Some issues with connectivity and potential overlap of coverage areas were noted. These are to be investigated.
- It is expected that light rail will have some form of priority along the corridor. It is recommended that the project team liaise with Roads ACT to discuss realistic options to balance light rail priority against traffic impacts. The section of the corridor close to Civic may not need so much priority as speed is less important in this area.
- More detail is needed on the location of any stops that have been considered and why they are no longer in the options.
- EDD are preparing land use forecasts for the corridor that may be useful in the strategic modelling process. They should be investigated.
- The possibility of "short-run" services between Dickson and Civic were discussed. It is expected that the necessity of these services will be shown by the modelling
- The assessment table showing a preliminary assessment of the options was discussed. CMA requested more detail.



2. Community Consultation Discussion

- Preliminary community consultation materials were presented and discussed. CMA indicated that they were happy with the tone of the materials but content needs more work, including the non-quantifiable benefits of light rail (liveability, city status etc.).
- Some potential survey questions were presented, mainly focused on reasons for light rail use or stop selection, not just asking people to nominate their preferred option.
- ACTION is undertaking consultation on their revised network (Network '13 or '14) starting in August. It may be a good opportunity to combine consultation.
- ACTION indicated that the MyWay office in Civic (closed last week) may be able to be used for consultation
- Production of the materials is not included in the scope of SMEC's work. ESDD will advise on the availability of their Communications department for graphic design and printing of materials.
- CMA will have its own website in the future. However, the consultation materials should be located on the Time to Talk website.
- A public stakeholder session will be held before the community information sessions. ESDD indicated that the large room at Dame Pattie Menzies House should be available.

3. Actions/Next Steps

- ESDD to investigate availability of walking maps to allow more accurate stop catchment assessment and supply to project team.
- ESDD to advise whether their Communications department is able to produce the consultation materials.
- Project team to contact Roads ACT to discuss priority and traffic impacts.
- Project team to contact EDD about potential land use updates.
- Project team to liaise with Carl Pillig re: MyWay office.
- SMEC to prepare brief paper about strategic modelling assumptions and process.
- SMEC to notify CMA of milestone dates required to start consultation process on 15 August.
- MRCagney to forward options assessment table to CMA.

From: [REDACTED]
Sent: Tuesday, 16 July 2013 2:06 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Fortnightly Progress Report 6 (12-07-2013) - Capital Metro Light Rail Integration Study
Attachments: Option2draft_reduced_small.pdf

Hi [REDACTED]

Responses to your comments below in green.

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Tuesday, 16 July 2013 9:25 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Fortnightly Progress Report 6 (12-07-2013) - Capital Metro Light Rail Integration Study

Hi [REDACTED]

A couple of comments on the Progress Report:

1. Approved minutes of the Stakeholder Workshop have not been circulated. – Josh has sent you the updated minutes earlier today. Apologies for the delay.
2. At the last Project Meeting we requested a technical paper describing the proposed modelling methodology for this project, including the relationship between the Strategic Modelling and the microsimulation modelling and a detailed description of the intended modelling outcomes. – This is currently being prepared and hopefully will be submitted to you later today.
3. Task 1.9 – please submit the draft evaluation methodology to us with an explanatory note for review/approval. – This is being incorporated in the completed Draft Stage 1 Technical Note by MRCagney, which I'm also hoping to submit later today.
4. We are still awaiting draft versions of the proposed graphics for the consultation materials. As the graphics are a fundamental component of the consultation it is not possible to progress this task without them. – As per my previous email about the consultation materials, we just need to come to an agreement on how to present the light rail integration images (based on the rough schematic diagram I've sent you last Thursday) and then we can proceed to engaging a graphic designer to make these images more visually appealing. We can discuss this tomorrow. I've also attached here the proposed light rail stops that we'll be presenting to the community (again, this still has to be graphically enhanced for final presentation) for your final review and approval.

Thank you
[REDACTED]

From: [REDACTED]
Sent: Monday, 15 July 2013 4:59 PM
To: [REDACTED]
Subject: Fortnightly Progress Report 6 (12-07-2013) - Capital Metro Light Rail Integration Study

Hi [REDACTED]

Please find attached the Capital Metro Light Rail Integration Study progress report for the period 1-07-2013 to 12-07-2013.

Regards,

[REDACTED]
SMEC Australia

Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] | www.smec.com | [LinkedIn](#)

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Anthony Rolfe Ave
Gozzard St
Gungahlin Pl
Hiber St
Kate Crace St



Hamer St
B Jefferis / Wizard St
Manning Clark Cres / Mapleton Ave
Nullarbor Ave
Well Station Dr
Lysaght St
Sandford St / Morisset Rd
Randwick Rd
Exhibition Park
Phillip Ave
Swinden St
Dickson
Macarthur Ave / Wakefield Ave
Condamine St / Ipima St
Greenway
Gould St / Elouera St
CITY

See local options

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 16 July 2013 9:25 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Fortnightly Progress Report 6 (12-07-2013) - Capital Metro Light Rail Integration Study

Hi [REDACTED]

A couple of comments on the Progress Report:

1. Approved minutes of the Stakeholder Workshop have not been circulated.
2. At the last Project Meeting we requested a technical paper describing the proposed modelling methodology for this project, including the relationship between the Strategic Modelling and the microsimulation modelling and a detailed description of the intended modelling outcomes.
3. Task 1.9 – please submit the draft evaluation methodology to us with an explanatory note for review/approval.
4. We are still awaiting draft versions of the proposed graphics for the consultation materials. As the graphics are a fundamental component of the consultation it is not possible to progress this task without them.

Thank you

[REDACTED]

From: [REDACTED]
Sent: Monday, 15 July 2013 4:59 PM
To: [REDACTED]
Subject: Fortnightly Progress Report 6 (12-07-2013) - Capital Metro Light Rail Integration Study

Hi [REDACTED]

Please find attached the Capital Metro Light Rail Integration Study progress report for the period 1-07-2013 to 12-07-2013.

Regards,

[REDACTED]
SMEC Australia
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] www.smec.com | [LinkedIn](#)

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1403

[REDACTED]

From: [REDACTED]
Sent: Monday, 15 July 2013 4:59 PM
To: [REDACTED]
Subject: Fortnightly Progress Report 6 (12-07-2013) - Capital Metro Light Rail Integration Study

Hi [REDACTED],

Please find attached the Capital Metro Light Rail Integration Study progress report for the period 1-07-2013 to 12-07-2013.

Regards,

[REDACTED]
SMEC Australia
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] | www.smec.com | [LinkedIn](#)

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Capital Metro Light Rail Integration Study
Fortnightly Progress Report
12 July 2013

To: [REDACTED] CMA

From: [REDACTED] SMEC

1. Tasks undertaken by the project team during the past two weeks

- *Task 1.1 Review existing bus network and its integration with the LRT system (100%)*
The affected bus routes in Networks 12 and 13 have been identified (based on the scenarios developed in Task 1.7). The nature of the route impact - the number of buses and services, etc. has been identified. The likely interchange facilities have been identified.

The number of passengers affected and forced to transfer has been determined based on provided patronage data from October 2012. This information has informed the design of the various scenarios.

Ridership data has been organised and put into tabular format for review.
- *Task 1.2 Assessment of Existing Infrastructure to be integrated with the LRT System. (90%)*
A review of best practice LRT integration has been conducted. Best practice integration measures have been included in the Stage 1 Technical Note.
- *Task 1.3 Develop a hierarchy of stops and stations (100%)*
A draft hierarchy has been developed. For each of the scenarios the station hierarchy has been assigned to individual stops/stations.
- *Task 1.4 Identify Long List of Potential Stop Locations (100%)*
A long list of potential stops has been identified and mapped. GIS catchment analysis has been conducted for each stop identifying the residential and employment catchment (800m) for each stop/stop (based on 2011 census data).
- *Task 1.5 Identify potential locations for Park & Ride, Bike & Ride, Kiss & Ride facilities. (100%)*
The potential for these facilities has been described in the project scenarios and Stage 1 Technical Note.
- *Task 1.6 Analysis of integration of light rail into existing cycle and pedestrian networks. (100%)*
The relationships of LRT to the existing pedestrian and cycling networks has been identified. Areas where the LRT severs existing networks have been identified.
- *Task 1.7 Develop a range of public transport scenarios/options for evaluation (100%)*
Three scenarios have been developed for consideration at the client workshop. The scenarios were approved on 14 June 2013. These scenarios have been described in the Stage 1 Technical Note.
- *Task 1.8 Preliminary Strategic Transport Modelling (50%)*
Coded the LRT network and proposed stops in the EMME-based Canberra Strategic Transport Model (CSTM). Preliminary runs have been conducted, but still waiting for ESDD-Transport Planning to sign off on the re-calibrated 2011 CSTM before finalising the model runs.



- **Task 1.9 Develop a methodology for evaluating the public transport scenarios (100%)**
 A draft evaluation methodology was developed for review. The methodology includes qualitative and quantitative factors for evaluation.
 - **Task 1.10 Evaluate network options using proposed methodology (100%)**
 A preliminary assessment of the proposed scenarios was conducted.
 - **Attended Project Update meeting on 3 July 2013.** SMEC project team attendees include [REDACTED] (PD), [REDACTED] (PM), [REDACTED] (Stage 1 & 2 Lead), [REDACTED] (Stage 3 Lead) and [REDACTED] (Consultation Lead). CMA attendees include [REDACTED] and [REDACTED]. Other attendees include [REDACTED] (ESDD-TP) and [REDACTED] (ACTION).
 - Proposed detailed program leading to the public stakeholder consultation and information sessions submitted to CMA.
 - Draft contents of community consultation materials (posters, ad, fact sheet and website) submitted to CMA on 8 July 2013 for review. Comments were received from CMA on 9 July 2013. Revised contents were submitted on 12 July 2013 together with a schematic image showing how the other modes will integrate with the proposed Gungahlin to City light rail stops/stations.
 - The Stage 1 Technical Note is being finalised and will be submitted next week
- 2. Tasks to be undertaken in the next two weeks**
- Continue and finalise assessment of existing infrastructure to be integrated with LRT
 - Meet with CMA on 17 July 2013 to discuss land use within the Gungahlin to City corridor (1pm meeting with ESDD and EDD) and discuss project updates, including the consultation materials and processes (2pm meeting).
 - Revise the project program once agreement on consultation materials and processes are finalised
- 3. Information required from CMA/other government agencies**
- Northbourne Avenue Existing Conditions Report (Final version)
- 4. Outstanding issues to be resolved**
- Nil
- 5. Current Project Status:** Delayed, based on the most recent approved project program revision (14 April 2013). Program needs to be updated once agreement on consultation materials and processes have been finalised.

From: [REDACTED]
Sent: Thursday, 11 July 2013 1:59 PM
To: [REDACTED]
Subject: Additional Community Consultation Costs - Rogh Estimates
Attachments: 3002353 Additional Community Consultation Tasks + Rough Costs.pdf

Hi [REDACTED]

As requested, please find attached our rough cost estimates for the community consultation materials preparation, which we've presented during the last meeting.

Regards,

[REDACTED]
SMEC Australia
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] | www.smec.com | [LinkedIn](#)

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Capital Metro Light Rail Integration Study

Community consultation materials preparation – additional costs (rough estimate; more detailed quote if scope is defined)

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

From: [REDACTED]
Sent: Friday, 5 July 2013 10:57 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: CMLRIS - Workshop 1 minutes
Attachments: 3002353 Stakeholder Workshop Minutes Rev0_DS.docx

Hi [REDACTED]
Plse see amendments attached.
Thank you
[REDACTED]

From: [REDACTED]
Sent: Wednesday, 3 July 2013 1:33 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: CMLRIS - Workshop 1 minutes

Word version attached.

Regards,

[REDACTED]
SMEC Australia Pty Ltd
[REDACTED]

From: [REDACTED]
Sent: Wednesday, 3 July 2013 1:28 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: CMLRIS - Workshop 1 minutes

Hi [REDACTED]
Plse issue minutes to me in .docx format for corrections prior to issue.
Thank you
[REDACTED]

From: [REDACTED]
Sent: Wednesday, 3 July 2013 1:08 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: CMLRIS - Workshop 1 minutes

[REDACTED]
Attached are the minutes from the Stage 1 workshop held on 07 June 2013.

Regards,

[REDACTED]
SMEC Australia Pty Ltd
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

[REDACTED] | www.smec.com | [LinkedIn](#)

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1414

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From: [REDACTED]
Sent: Thursday, 4 July 2013 2:03 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: CMLRIS Community Consultation Detailed Program
Attachments: 3002353 Detailed Program - Community Consultation Rev0.pdf

Hi [REDACTED]

Please find attached the proposed detailed program leading to the stakeholder consultation and information sessions. Note the following milestones:

Milestone	Expected Date	Responsibility
Submission of Draft Contents of Consultation Materials (Posters, Fact Sheet, Advertisement and Public Stakeholder Invitation) to CMA	8/07/2013	SMEC/Talkforce
Comments on Draft Contents Issued to SMEC by CMA	10/07/2013	CMA
Submission of Draft Posters, Fact Sheet and Advertisement to CMA for Review	17/07/2013	SMEC/Talkforce (or ESDD)
Comments on Draft Posters, Fact Sheet and Advertisement Issued to SMEC (or ESDD) by CMA	19/07/2013	CMA
Submission of Final Posters, Fact Sheet and Advertisement to CMA for Approval	24/07/2013	SMEC/Talkforce (or ESDD)
Approval of Final Posters, Fact Sheet and Advertisement by CMA	25/07/2013	CMA
Deliver Flyers/Fact Sheets to Australia Post	31/07/2013	SMEC/Talkforce (or ESDD)
Public Stakeholder Consultation Meeting	13/08/2013	SMEC/Talkforce; venue to be organised by CMA
Community Information Sessions (Gungahlin, Dickson and Civic; Venue and Exact Dates TBC closer to August)	15/08/2013 – 21/08/2013	SMEC/Talkforce

A few additional notes:

Regards,

SMEC Australia
 Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

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From: [REDACTED]
Sent: Tuesday, 2 July 2013 11:12 AM
To: [REDACTED]
Subject: Fortnightly Progress Report 5 (28-06-2013) - Capital Metro Light Rail Integration Study
Attachments: 3002353 Fortnightly Progress Report 5 28-06-2013 Rev0.pdf

Hi [REDACTED]

Please find attached the Capital Metro Light Rail Integration Study progress report for the period 3-06-2013 to 28-06-2013.

Regards,

SMEC Australia
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia

www.smec.com | [LinkedIn](#)

SMEC SNOWY MOUNTAINS ENGINEERING CORPORATION

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Capital Metro Light Rail Integration Study
Fortnightly Progress Report
28 June 2013

To: [REDACTED], CMA

From: [REDACTED], SMEC

1. Tasks undertaken by the project team during the past four weeks (one progress report missed)

- *Task 1.1 Review existing bus network and its integration with the LRT system (95%)*
The affected bus routes in Networks 12 and 13 have been identified (based on the scenarios developed in Task 1.7). The nature of the route impact - the number of buses and services, etc. has been identified. The likely interchange facilities have been identified.

The number of passengers affected and forced to transfer is being determined based on provided patronage data from October 2012. This information has informed the design of the various scenarios.
- *Task 1.2 Assessment of Existing Infrastructure to be integrated with the LRT System. (80%)*
A review of best practice LRT integration has been conducted. Further investigation is required at a closer, street-level scale.
- *Task 1.3 Develop a hierarchy of stops and stations (100%)*
A draft hierarchy has been developed and will be presented for consideration at the next client workshop.
- *Task 1.4 Identify Long List of Potential Stop Locations (90%)*
A long list of potential stops has been identified and mapped. GIS catchment analysis has been conducted for each stop identifying the residential and employment catchment (800m) for each stop/stop (based on 2011 census data). This data will be able to be further queried when stop/station combinations are proposed.

There remains some ambiguity with the future land use scenarios. The project team will assume the ACT territory plan as the base case land use scenario (unless new land use information is provided)
- *Task 1.5 Identify potential locations for park and ride, bike & ride, kiss and ride facilities. (90%)*
A report on the location of potential multi-modal facilities is underway. The potential for these facilities has been described in the project scenarios.
- *Task 1.6 Analysis of integration of light rail into existing cycle and pedestrian networks. (90%)*
The relationships of LRT to the existing pedestrian and cycling networks has been identified. Areas where the LRT severs existing networks have been identified. Potential areas for integration with cycle and pedestrian networks are under investigation. A central median bikeway alignment along portions of the corridor will be considered as part of the evaluation.
- *Task 1.7 Develop a range of public transport scenarios/options for evaluation (95%)*
Three scenarios have been developed for consideration at the client workshop. The scenarios were approved on 30 May 2013. These scenarios will inform the stop/station patterns and designs.

- **Task 1.8 Preliminary Strategic Transport Modelling (50%)**
Coded the LRT network and proposed stops in the EMME-based Canberra Strategic Transport Model (CSTM). Preliminary runs have been conducted, but still waiting for ESDD-Transport Planning to sign off on the re-calibrated 2011 CSTM before finalising the model runs.
- Stage 1 Workshop held on 7 June 2013 at 2-5pm at the Capital Metro Agency (CMA) office in Mitchell
- Met with CMA [REDACTED] on 13 June 2013 to discuss the project team's current thinking on what to present to the community. SMEC project team attendees were [REDACTED] and [REDACTED]. Internal project team meeting was held prior to this meeting with CMA to discuss the stops and terminus location options.
- Met with ESDD-TP ([REDACTED]) on 19 June 2013 to discuss proposed LRT stop/station locations and to get updates on future developments along the Gungahlin to City light rail corridor. SMEC project team attendees were [REDACTED] and [REDACTED]. [REDACTED] suggested contacting [REDACTED] of EDD for the land use updates.
- Met with CMA ([REDACTED]) on 24 June 2013 to further discuss the community consultation process, materials to show the public and the relevant feedback necessary to inform the project moving forward.
- Commenced preparing draft contents of consultation materials.

2. Tasks to be undertaken in the next two weeks

- Continue and finalise review of existing bus network and its integration with LRT
- Continue and finalise assessment of existing infrastructure to be integrated with LRT
- Continue and finalise identification of long list of potential stops locations
- Continue and finalise identification of potential locations for Park & Ride, Bike & Ride and Kiss & Ride facilities
- Continue and finalise analysis of integration of light rail into existing cycle and pedestrian networks
- Continue and finalise the development of a range of public transport scenarios/options for evaluation
- Meet with CMA on 3 July 2013 to agree on the community consultation process and materials to be presented to the public.
- Revise the project program once agreement on consultation materials and processes are finalised

3. Information required from CMA/other government agencies

- Northbourne Avenue Existing Conditions Report (Final version)

4. Outstanding issues to be resolved

- Nil

5. Current Project Status: Delayed, based on the most recent approved project program revision (14 April 2013). Program needs to be updated once agreement on consultation materials and processes have been finalised.

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 11 June 2013 6:23 PM
To: [REDACTED]
Subject: RE: Quick meeting on consultation process, etc

Thanks [REDACTED]

From: [REDACTED]
Sent: Tuesday, 11 June 2013 3:43 PM
To: [REDACTED]
Subject: RE: Quick meeting on consultation process, etc

Hi [REDACTED]

Yes, we'll put some notes together tomorrow after our internal meeting and send those to you. See you on Thursday.

Regards.

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Tuesday, 11 June 2013 3:31 PM
To: [REDACTED]
Subject: RE: Quick meeting on consultation process, etc

Hi [REDACTED]

Yes that would be ok
Can you provide some notes with your initial thoughts by Wednesday afternoon –to help make the meeting more productive ?
Mitchell would suit me best for the meeting.
Thank you
[REDACTED]

From: [REDACTED]
Sent: Tuesday, 11 June 2013 3:04 PM
To: [REDACTED]
Subject: RE: Quick meeting on consultation process, etc

Thanks [REDACTED] We're hoping to have a quick meeting with you on Thursday morning, if you're available. Are you available around 11am?

Regards,

[REDACTED]
SMEC Australia
[REDACTED]

From: [REDACTED]
Sent: Tuesday, 11 June 2013 2:44 PM

To: [REDACTED]
Subject: RE: Quick meeting on consultation process, etc

Hi [REDACTED]
I will be here on Thursday and gone on Friday.
My number is [REDACTED].
Thank you
[REDACTED]

From: [REDACTED]
Sent: Tuesday, 11 June 2013 2:32 PM
To: [REDACTED]
Subject: Quick meeting on consultation process, etc

Hi [REDACTED]
I remember asking you this last Friday, but just wanted to clarify – are you already on leave this Thursday (last day tomorrow) or is Thursday your last day and your leave starts on Friday?

[REDACTED] proposing to have a quick meeting with you before you go on leave to discuss what we're proposing to show the public for the consultation process. The project team will be having an internal meeting tomorrow to have a clearer direction on this.

I was going to call you but realised I don't have any record of your direct line.

Regards,

[REDACTED]
SMEC Australia
Suite 2, Level 1, 243 Northbourne Avenue, Lyneham, ACT, 2602, Australia
[REDACTED] | www.smec.com | [LinkedIn](#)

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SERVICES AGREEMENT



Date _____

Parties **AUSTRALIAN CAPITAL TERRITORY**

SMEC AUSTRALIA PTY. LIMITED
ACN: 065 475 149

CAPITAL METRO LIGHT RAIL INTEGRATION
STUDY

Contract No: 2013.21126.110

Prepared by Shared Services Procurement
PO Box 818
DICKSON ACT 2602
Ph: (02) 6205 4745
Fax: (02) 6207 5574
Ref: AO

Version Final 2 April 2013

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PARTIES: **AUSTRALIAN CAPITAL TERRITORY**, the body politic established by section 7 of the *Australian Capital Territory (Self-Government) Act 1988 (Cth) (Territory)* represented by the Environment and Sustainable Development Directorate.

SMEC Australia Pty. Limited, ACN: 065 475 149 of 220 Sharp Street, Cooma, 2630, in the State of New South Wales (**Consultant**).

BACKGROUND

- A. The Territory has undertaken a procurement process under tender number 21126.110 and has selected the Consultant to provide the Services.
- B. The Territory has agreed to purchase and the Consultant has agreed to provide the Services in accordance with the provisions of this Agreement.

IT IS AGREED by the parties as follows.

1. Interpretation

1.1 Definitions

The following definitions apply in this Agreement, unless the context otherwise requires.

Confidential Text means any text of this Agreement that, for the purposes of the Procurement Act, either party proposes should not be published and which is specified in **Item 7 Schedule 1**.

Consultant Material means all material owned by the Consultant and used for the purpose of providing the Services, including documents information and data stored by any means.

Contract Material means all material created, written or otherwise brought into existence as part of, or for the purpose of performing the Services including all reports (whether in draft or final form), documents, information and data stored by any means.

Contract Officers means, in relation to each party, the representatives

whose names and contact details are specified in **Item 1 Schedule 1**, or as notified from time to time by one party to the other.

Contract Price means the amounts specified in, or calculated in accordance with, **Item 3 Schedule 1**.

GST has the same meaning as in the *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

Insurance Determination means any relevant statutory instrument relating to public liability insurance made under the *Financial Management Act 1996* (ACT).

Invoice means an invoice that:

- (1) if GST is payable in respect of the provision of the Services, is a valid tax invoice for the purposes of the *A New Tax System (Goods and Services Tax) Act 1999* (Cth);
- (2) clearly sets out details of the Services provided and of the amount that is due for payment, is correctly calculated and is in respect of Services that have been performed in accordance with this Agreement;
- (3) is accompanied by any other details or reports required under this Agreement; and
- (4) is rendered at the times specified in **Item 3 Schedule 1** (if any) and addressed to the Territory's Contract Officer.

Personal Information means information or an opinion (including information or an opinion forming part of a database), whether true or not, and whether recorded in a material form or not, about a natural person whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

Prescribed Insurer means, in relation to:

- (1) public liability insurance, an insurer that is:
 - (a) accepted by the Australian Capital Territory Insurance Authority (ACTIA)

for the purposes of the Insurance Determination,

- (b) authorised by the Australian Prudential Regulation Authority (APRA) to conduct new and renewal insurance business in Australia, or
- (c) if not authorised by APRA to conduct new or renewal insurance business in Australia, rated at A- or better by a ratings agency acceptable to ACTIA,

or any other insurer prescribed under the Insurance Determination from time to time; and

- (2) other insurance, an insurer having a Standard and Poor's or Best's Rating A- or better.

Procurement Act	means the <i>Government Procurement Act 2001</i> (ACT).
Services	means the services described in Schedule 2 .
Special Condition	means any provision set out in Schedule 3 .
Specified Personnel	means any person named in Item 4 Schedule 1 , or any other employee or agent of the Consultant, who is approved by the Territory from time to time for the purpose of clause 6 .
Term	means the term specified in Item 2 Schedule 1 , and if extended, the initial term and the extended term.
Territory	means: <ul style="list-style-type: none"> (1) when used in a geographical sense, the Australian Capital Territory; and (2) when used in any other sense, the body politic established by section 7 of the <i>Australian Capital Territory (Self-Government) Act 1988</i> (Cth).
Territory	means the kind of information that:

Information

- (1) is or relates to documents, submissions, consultations, policies, strategies, practices and procedures of the Territory which are by their nature confidential;
- (2) is notified (whether in writing or not) by the Territory to the Consultant as being confidential;
- (3) is specified in **Item 6 Schedule 1**; or
- (4) is Personal Information,

but does not include information that:

- (5) is or becomes public knowledge other than by breach of this Agreement;
- (6) has been independently developed or acquired by the Consultant; or
- (7) has been notified by the Territory to the Consultant as not being confidential.

Territory Material

means any material provided by the Territory to the Consultant for the purposes of this Agreement including documents, equipment, information and data stored by any means.

1.2 General

In this Agreement, unless a contrary intention is expressed:

- (1) references to "Consultant" include any employees, agents or subcontractors of the Consultant; and
- (2) references to legislation or to provisions in legislation include references to amendments or re-enactments of them and to all regulations and instruments issued under the legislation.

2. Services

The Consultant must perform the Services in accordance with the provisions of this Agreement and to a standard of care, skill and diligence expected of a person who regularly acts in the capacity in which the Consultant is engaged.

3. Term

This Agreement is for the Term unless terminated under the provisions of this Agreement.

4. Contract Price

4.1 Invoice

The Territory must pay the Consultant the Contract Price following its receipt of an Invoice and otherwise in accordance with **Item 3 Schedule 1**.

4.2 Incorrect payments

If, after payment, an invoice is found to have been incorrectly rendered, any underpayment or overpayment will be recoverable by or from the Consultant, as the case may be, and, without limiting recourse to other available remedies, may be offset against any amount subsequently due by the Territory to the Consultant under this Agreement.

5. Ownership and use of material

5.1 Ownership of material

Ownership of:

- (1) all Contract Material, including any intellectual property rights, vests on its creation in the Territory;
- (2) all Territory Material, including any intellectual property rights, remains with the Territory; and
- (3) all Consultant Material, including any intellectual property rights, remains with the Consultant.

5.2 Licence of material

- (1) The Territory grants to the Consultant a royalty-free, limited licence to use the Contract Material and Territory Material for the Term.
- (2) The Consultant grants to the Territory a royalty-free, perpetual, limited licence to use the Consultant Material.
- (3) For the purpose of this clause, "use" includes:
 - (a) such uses as are reasonably necessary for the Territory to obtain the full benefit of the Services, including use of the Contract Material, and

(b) such uses as are reasonably necessary for the Consultant to undertake the Services or as otherwise agreed by the Territory,

and may include supply, reproduce, publish, perform, communicate, broadcast, adapt and copy as the context requires.

5.3 Third party rights

The Consultant must ensure:

- (1) the use of any Contract Material will not infringe the intellectual property rights of any third party; and
- (2) no fees, royalties or other payments are payable in respect of any third party rights as a result of the Territory's (or its agents') use of any Contract Material.

5.4 Moral rights

The Consultant must, in relation to the authors of any work that comprises or forms part of the Contract Material:

- (1) use its best endeavours to include in the Contract Material an attribution of those authors; and
- (2) procure from those authors their genuine written consent for the Territory to:
 - (a) attribute the authorship of the work to the Territory or a third party where that attribution was inadvertent,
 - (b) not attribute the authorship of the author when using the work (including exhibiting or performing the work in or to the public), and
 - (c) materially alter the work in any way.

5.5 Safekeeping and preservation of material

The Consultant must ensure the safe-keeping and proper preservation of Contract Material and Territory Material in its possession or control and deliver to the Territory all Contract Material and Territory Material on the expiration or termination of this Agreement (other than copies of material that the Territory has authorised the Consultant to retain).

6. Consultant's personnel

The Consultant must:

- (1) in performing the Services, engage only persons who have the skills, training and expertise appropriate for the Services;
- (2) comply with all reasonable requirements notified by the Territory regarding the suitability and fitness of persons engaged by the Consultant for the performance of Services;
- (3) ensure the services are performed by Specified Personnel (if any) and provide replacement personnel acceptable to the Territory at no additional charge and at the earliest opportunity if the Specified Personnel are unable to perform any of the Services; and
- (4) if the Territory requires, ensure that each person engaged in the performance of the Services executes a deed of confidentiality in a form acceptable to the Territory, and provide those executed deeds to the Territory in accordance with any requirements that the Territory notifies.

7. Non-disclosure of Territory Information

7.1 Consultant's use of Territory Information

The Consultant must:

- (1) use Territory Information held in connection with this Agreement only for the purposes of fulfilling its obligations under this Agreement;
- (2) comply with the "Information Privacy Principles" set out in the *Privacy Act 1988* (Cth) as if they were provisions of this Agreement and the Consultant was a collector and/or record-keeper of the Personal Information as defined in the Act;
- (3) not transfer Territory Information held in connection with this Agreement outside the Territory, or allow any person (other than its authorised personnel) outside the Territory to have access to it, without the prior approval of the Territory; and
- (4) notify the Territory immediately if the Consultant becomes aware that a disclosure of Territory Information is required by law, or an unauthorised disclosure of Territory Information has occurred.

7.2 Consultant to protect Territory Information

- (1) Except as provided in this Agreement, the Consultant must not

disclose Territory Information to any person without the prior written consent of the Territory except to the extent that the Territory Information is:

- (a) required or authorised to be disclosed by law,
 - (b) disclosed to the Consultant's solicitors, auditors, insurers or advisers,
 - (c) generally available to the public, or
 - (d) in the possession of the Consultant without restriction in relation to disclosure before the date of receipt from the Territory.
- (2) The Consultant must take all reasonable measures to ensure that Territory Information accessed or held by it in connection with this Agreement is protected against loss, unauthorised access, use, modification, disclosure or other misuse in accordance with reasonable procedures for that purpose and that only its authorised personnel have access to Territory Information.
- (3) The Consultant must do all things necessary to ensure that Territory Information accessible to the Consultant and the Consultant's personnel by virtue of the performance of this Agreement is not accessed, published or communicated in any way, including imposing upon the Consultant's personnel obligations of confidentiality with respect to Territory Information.

7.3 Acknowledgement of effect of Crimes Act

The Consultant acknowledges that the publication or communication of any fact or document by a person which has come to its knowledge or into its possession or custody by virtue of the performance of this Agreement (other than to a person to whom the Consultant is authorised to publish or disclose the fact or document) may be an offence under section 153 of the *Crimes Act 1900* (ACT), the maximum penalty for which is 2 years imprisonment.

8. Confidential Text under Procurement Act

8.1 Territory may make Agreement publicly available

In giving effect to the principles of open and accountable government, the Territory may disclose documents and information unless it has otherwise agreed, or is otherwise required under law, to keep the information confidential. In accordance with those principles, this Agreement may be a notifiable contract under the Procurement Act and, if so, the Territory will be

required to make the text of this Agreement available to the public, including by publication on a public contracts register.

8.2 Confidential Text

If **Item 7 Schedule 1** states that this Agreement is a notifiable contract under the Procurement Act and specifies Confidential Text, the grounds on which the text is confidential are set out in **Item 8 Schedule 1**, and **clause 8.3** applies.

8.3 Territory must not disclose Confidential Text

Except as provided in this Agreement, the Territory must not disclose Confidential Text to any person without the prior written consent of the Consultant (which consent will not be unreasonably withheld) except to the extent that Confidential Text:

- (1) is required or authorised to be disclosed under law;
- (2) is reasonably necessary for the enforcement of the criminal law;
- (3) is disclosed to the Territory's solicitors, auditors, insurers or advisers;
- (4) is generally available to the public;
- (5) is in the possession of the Territory without restriction in relation to disclosure before the date of receipt from the Consultant;
- (6) is disclosed by the responsible Minister in reporting to the Legislative Assembly or its committees; or
- (7) is disclosed to the ombudsman or for a purpose in relation to the protection of public revenue.

9. Insurance and indemnity

9.1 Consultant's insurance

The Consultant must effect and maintain for the Term all insurance coverage required to be effected by it by law, public liability insurance and professional indemnity insurance in amounts not less than the amounts (if any) specified by **Item 5 Schedule 1**, and any other insurance specified in **Item 5 Schedule 1** with a Prescribed Insurer.

9.2 Indemnity

The Consultant indemnifies the Territory, its employees and agents against

liability in respect of all claims, costs and expenses in relation to all loss, damage, injury or death to persons or property caused by the Consultant, in connection with the provision of the Services, except to the extent that the Territory caused the relevant loss, damage or injury.

9.3 Claims to be made good

The Consultant must, at its expense, make good the amount of all claims, loss, damage, costs and expenses the subject of the indemnity in **clause 9.2** and the Territory may deduct the amount, or any part of it, from any moneys due or becoming due to the Consultant under this Agreement.

10. Termination

10.1 Default

The Territory may terminate this Agreement, at any time by notice to the Consultant, if the Consultant:

- (1) is or becomes bankrupt or insolvent, enters into voluntary administration or makes any arrangement with its creditors or takes advantage of any statute for the relief of insolvent debtors;
- (2) fails to commence timely provision of the Services or to meet any timeframes specified in this Agreement; or
- (3) is in breach of a provision of this Agreement, where that breach:
 - (a) if capable of being remedied, is not remedied within the period specified in a notice by the Territory, or
 - (b) is not capable of being remedied.

10.2 Termination for any reason or reduction of Services

The Territory may, at any time by notice to the Consultant, terminate this Agreement or reduce the Services for any reason, and in that event:

- (1) the Territory will be liable only for:
 - (a) payments under this Agreement for Services rendered before the date of termination, and
 - (b) subject to **clauses 10.2(2)** and **10.2(3)**, any reasonable costs incurred by the Consultant and directly attributable to the termination or reduction of Services, but not in respect of loss of prospective profits;

- (2) on receipt of a notice of termination or reduction, the Consultant must:
- (a) stop work as specified in the notice,
 - (b) take all available steps to minimise loss resulting from that termination or reduction of Services, and
 - (c) continue to perform any part of the Services not affected by the notice; and
- (3) in the event of a reduction of the Services, the Territory's liability to pay the Contract Price will, in the absence of agreement to the contrary, abate proportionately to the reduction in the Services.

10.3 No prejudice

Nothing in this clause 10 prejudices any other rights or remedies of the Territory in respect of any breach of this Agreement.

11. Dispute resolution

- (1) If a difference or dispute (**Dispute**) arises in relation to this Agreement either party may give notice to the other that a Dispute exists, which specifies details of the Dispute, and the parties agree that they will endeavour to resolve the Dispute by negotiations, or, if the Dispute has not been resolved within 28 days of the issue of the notice, undertake mediation with an independent mediator, the cost to be shared by the parties unless otherwise agreed.
- (2) Nothing in this clause 11 will prejudice the rights of either party to institute proceedings to enforce the Agreement or to seek injunctive or urgent declaratory relief in respect of any Dispute.

12. General

12.1 General responsibilities of parties

Each party will:

- (1) fully cooperate with each other to ensure timely progress and fulfilment of the Agreement; and
- (2) act reasonably and in good faith with respect to matters that relate to the Agreement.

12.2 Conflict of interest

The Consultant warrants that no conflict of interest exists or is likely to arise in the performance of the Services and its other obligations under this Agreement and must, if a conflict or risk of conflict arises, notify the Territory and comply with any requirement of the Territory to eliminate or deal with that conflict or risk.

12.3 No employment, partnership or agency relationship

Nothing in this Agreement constitutes the Consultant, or its employees, agents or subcontractors as employees, partners or agents of the Territory or creates any employment, partnership or agency for any purpose and the Consultant must not represent itself, and must ensure its employees, agents and subcontractors do not represent themselves, as being employees, partners or agents of the Territory.

12.4 No assignment or subcontracting

- (1) The Consultant must not subcontract the performance of the Services or assign the whole or part of this Agreement without the prior written consent of the Territory. If the Territory gives its consent, the Territory may impose any conditions.
- (2) A change in the control of the Consultant or a company that controls the Consultant (except a company listed on an Australian stock exchange) is taken to be an assignment, the term "control" including the direct or indirect holding of more than 50% of the share capital of a corporation.
- (3) If the Consultant breaches **clause 12.4(1)**, the Territory reserves its rights, including requiring the Consultant to provide information regarding the proposed subcontractor's or assignee's capability to continue performing this Agreement or to provide security to ensure the proper performance of this Agreement.

12.5 Entire agreement

This Agreement comprises the entire agreement between the parties in relation to the Services and supersedes any prior representations, negotiations, writings, memoranda and agreements.

12.6 Severability

Any provision of this Agreement that is illegal, void or unenforceable will not form part of this Agreement to the extent of that illegality, voidness or unenforceability. The remaining provisions of this Agreement will not be invalidated by an illegal, void or unenforceable provision.

12.7 Variation

This Agreement may be varied or the Term extended only by the written agreement of the parties prior to the expiration of this Agreement.

12.8 No waiver

Failure or omission by the Territory at any time to enforce or require strict or timely compliance with any provision of this Agreement will not affect or impair that provision in any way or the rights and remedies that the Territory may have in respect of that provision.

12.9 Governing law and compliance with the law

This Agreement is governed by and construed in accordance with the law for the time being in force in the Territory and the parties submit to the non-exclusive jurisdiction of the courts of the Territory. The Consultant must comply with the laws from time to time in force in the Territory in performing the Services.

12.10 Notices

Any notice, including any other communication, required to be given or sent to either party under this Agreement must be in writing and given to the relevant Contract Officer. A notice will be deemed to have been given:

- (1) if delivered by hand, on delivery;
- (2) if sent by prepaid mail, on the expiration of two business days after the date on which it was sent;
- (3) if sent by facsimile, on the sender's facsimile machine recording that the facsimile has been successfully and properly transmitted to the recipient's address; or

- (4) if sent by electronic mail, on the other party's acknowledgment of receipt by any means.

12.11 Special Conditions

In the event of any inconsistency between any Special Condition and any other provision of this Agreement then, to the extent of any inconsistency, the Special Condition will prevail.

12.12 Survival of clauses

Clauses 7, 9.2 and 9.3 will survive the expiration or earlier termination of this Agreement.

SCHEDULE 1

CONTRACT DETAILS

- Item 1. Contract Officers** For the Territory:
See clauses 1.1 and 12.10
- Sri Tharan
 Senior Project Officer
 PO Box 818
 DICKSON ACT 2602
- Telephone: (02) 6207 6879
 Facsimile: (02) 6207 5468
 Email: sri.tharan@act.gov.au
- For the Consultant:
- Sybille Tildsley
 Regional Manager – ACT
 SMEC Australia
 Suite 2, Level 1, 243 Northbourne Avenue
 LYNEHAM ACT 2602
- Telephone: (02) 6234 1925
 Facsimile: (02) 6234 1966
 Email: Sybille.tildsley@smec.com
- Item 2. Term**
See clause 3
- From the date of execution of this Agreement by a Territory delegate until 30 January 2014.
- Item 3. Contract Price**
See clause 4
- (1) Contract Price: \$330,000.00 (GST is included). A breakdown of the Contract Price is incorporated into this Agreement at Attachment 1.
- (2) The Contract Price is payable by monthly instalments. Invoices can only be rendered on a monthly basis in arrears.
- (3) Except if otherwise stated in this Agreement, the Contract Price is:
- (a) payable within 30 days of receipt by the Territory of an Invoice;
- (b) inclusive of GST and all other taxes,

duties and charges; and

- (c) inclusive of all disbursements, including out-of-pocket expenses incurred by the Consultant.

Item 4. Specified Personnel

See clause 6

Sybille Tildsley	– Project Director
Jerome Catbagan	– Project Manager
Barry Watkins	– Stage 1 & 2 Lead
Josh Everett	– Stage 3 Transport Modelling and Analysis Lead
Glen D’Este	– Stage 4 Lead
Alan Thompson	– Project Report Writer
Richard Clement	– Technical Advisor
Chris Suttie	– Technical Advisor
Lindsay Jacobsen	– Traffic Engineer / Modeller
Ahmed Al-Sergany	– Senior Transport Planner / Modeller
Terry Lau	– Transport Modeller
Nima Amini	– Traffic Engineer

Item 5. Other amounts and insurance

See clause 9.1

- (1) Professional indemnity insurance: \$5 million in respect of each claim and \$5 million in the annual aggregate.
- (2) All other insurances as required by law.

The Consultant must maintain the professional indemnity insurance coverage required under this Item 5 for an additional period of 6 years from the expiration of the Term. This Item survives the expiration or earlier termination of this Agreement.

Item 6. Territory Information

See clauses 1.1 and 7

Item 6 not used.

Item 7. Confidential Text

See clauses 1.1 and 8

Item 7 not used.

Item 8. Grounds for confidentiality of Confidential Text

See clause 8

Item 8 not used.

SCHEDULE 2

THE SERVICES

The Consultant must provide the Services in accordance with the terms and conditions of this Agreement as well as those specified in the Project Brief incorporated into this Agreement at **Attachment 2**.

The Territory accepts the Consultant's proposal, the project-relevant portions of which have been incorporated into this Agreement at **Attachment 3**.

SCHEDULE 3

SPECIAL CONDITIONS

See clause 12.11

Item 1. Sub-consultants

The Territory accepts the Consultant's use of the following sub-consultants in the delivery of the Services:

- MRCagney
 - i. Darryl Watkins – Senior Transport Engineer
 - ii. Jarrett Walker – Specialist Advisor
 - iii. Kent Lundberg – Lead Transport Planner
 - iv. Jenson Varghese – Transport Engineer
 - v. Tim Cupitt – Transport Planner
 - vi. Robert Barger – Senior Civil Designer
 - vii. Noel Kay – Data & GIS Analyst
 - viii. Barry Watkins – Public Transport

- architectus
 - i. Kevin Carrucan – Lead Architect
 - ii. Michael Harrison – Urban Lead

- ATKINS
 - i. Cameron MacDonald – Peer Reviewer, Pedestrian Movement
 - ii. Matt Gamble – Peer Review, Operations
 - iii. Andrew Hodgson – Peer Review, Quantitative Forecast / Movement
 - iv. Patrik Talas – Peer Reviewer, Rail Systems
 - v. Adil Chaudhrey – Peer Reviewer, Appraisal
 - vi. Jon Tindall – Peer Reviewer, LRT

- Taskforce Media
 - i. Kristen Connell – Consultation Facilitator

DATE OF THIS AGREEMENT.....

SIGNED for and on behalf of the AUSTRALIAN CAPITAL TERRITORY in the presence of:)) Signature of Territory delegate

Signature of witness Print name

Print name

SIGNED by or for and on behalf of SMEC Australia Pty. Limited ACN: 065 475 149 in the presence of:)) Signature of director/ authorised officer/ individual* * (see note below)

Signature of director/ secretary/ witness* * (see note below) Print name

Print name Signature of second authorised officer* * (see note below)

Print name



- Note: Date: Must be dated on the date the last party signs the Agreement or, if signed counterparts of the Agreement are exchanged, the date of exchange. Also date the cover page.
Company: Must be signed in accordance with section 127 of the Corporations Act 2001 (Cth), for example, by 2 directors or a director and a secretary. Common seal may be affixed if required under the Consultant's constitution.
Individual: Must be signed by the Individual Consultant and witnessed.
Incorporated Association: Must be signed in accordance with the Consultant's constitution, which may or may not require the common seal to be affixed. As a minimum, 2 authorised officers must sign.

Attachment 1

Contract Price

07 Fee Pricing Schedule

Pay Item	Item Description	Cost (\$) including GST		
		SMEC	Sub-Consultant	Total
D1	Preliminaries, sites visits, meetings, project managements and general administration.	29,128.68	7,932.50	37,061.18
D2	STAGE 1- NETWORK ANALYSIS, EVALUATION AND OPTIONS	8,216.21	66,096.25	74,312.46
D3	STAGE 2 – NETWORK INFRASTRUCTURE	3,677.52	90,442.00	94,119.52
D4	STAGE 3 – TRANSPORT MODELLING AND ANALYSIS	32,343.83	3,298.75	35,642.58
D5	STAGE 4 - BENEFIT EVALUATION	1,134.67	12,127.50	13,262.17
D6	Stakeholder Consultation and address comments from relevant agencies and stakeholders	1,838.76	13,640.00	15,478.76
D7	Public Consultation and address comments	1,838.76	20,768.00	22,606.76
D8	Additional studies and reviews (include details in the Tender submission)	0	0	0
D9	Production of draft reports – Draft for comments.	16,079.38	6,598.75	22,678.13
D10	Production of final reports - Final	13,105.94	1,732.50	14,838.44
D11	Sub-consultant fees (breakdown fees to be provided)	Detailed Above for each Item		
Total – GST Inclusive		107,363.76	222,836.24	330,000.00

Due to significant budget constraints, the peer review process to be undertaken by Atkins had to be excluded from the fee estimates. However, the SMEC project team strongly recommends including this, particularly for Stages 1 and 2, if additional budget can be provided by the client. The review process would enable the Atkins team to offer international best practice and experience in the development of the integration of LRT in the existing network and the development of network infrastructure. This associated with the local expertise of MRCagney and SMEC would be invaluable to the project going forward.

Similarly, the proposed public consultation process is not ideal, simply because there is not enough budget to cover what we think are necessary tasks to ensure a more comprehensive and effective community engagement process. The consultation budget had to be limited to allow the core tasks of the study to be conducted. However, we know that the previous round of consultation on light rail attracted a large range of input from Canberrans and limiting the consultation budget this way may not really reflect the interest we know this issue will garner. Therefore, we are hoping that further funding on the public consultation process can be considered, which can be discussed with the client at the project's outset.



SHARED SERVICES PROCUREMENT

Capital Metro Light Rail Integration Study

PROJECT BRIEF

Draft Version No. **Dated**

Final **Dated**

PROJECT NO: 21126

Infrastructure Procurement
Level 3 North
Dame Pattie Menzies House
16 Challis Street, Dickson ACT

PO Box 818
Dickson ACT 2602

Cleared by ClientDate.....

Cleared by
ACT PS Manager.....Date.....

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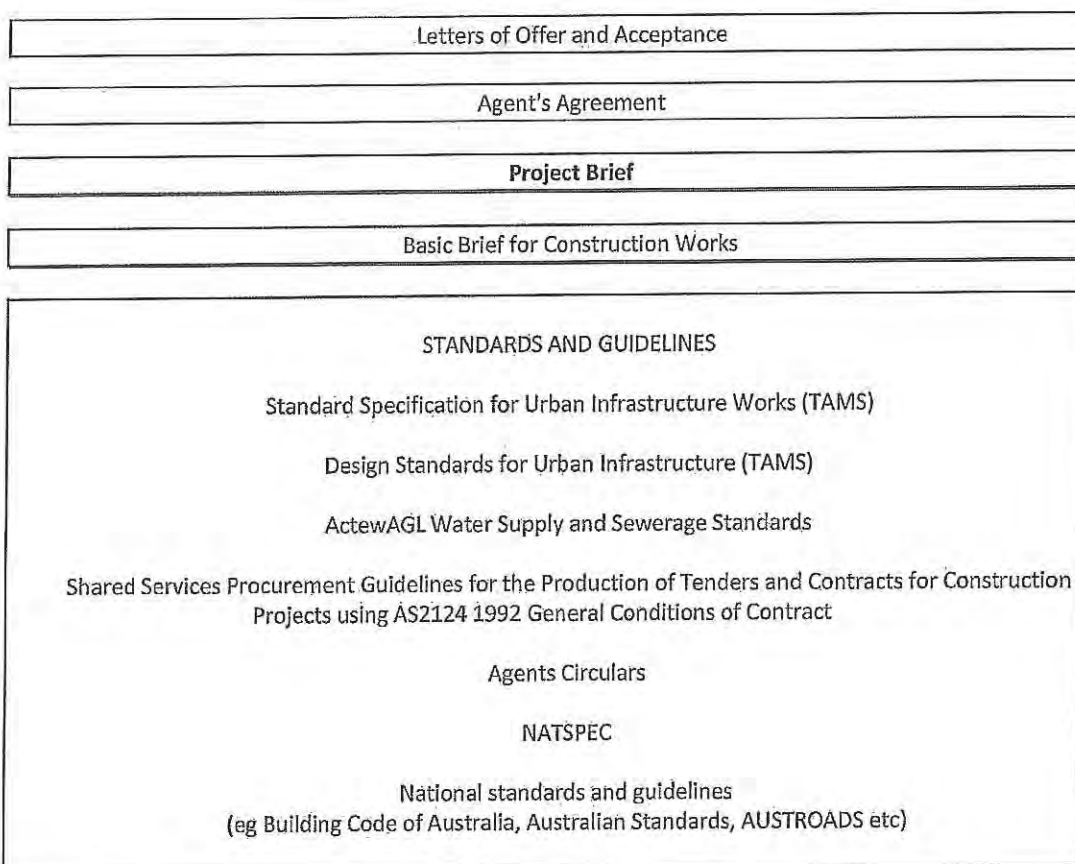
ENGINEERING PROJECT BRIEF

1.0 INTRODUCTION

The brief for this project comprises this **Project Brief** together with the **Basic Brief for Construction Works**.

The Project Brief details project specific requirements, the Basic Brief details the general requirements and administrative procedures (including content of submissions), and the Reference documents provide guidance on technical matters.

The following indicates how this document relates to other key documents used in the engagement of the Consultant.:



2.0 OBJECTIVES

Shared Services Procurement on behalf of the Transport Planning Branch of the Environment and Sustainable Development Directorate, ESDD proposes to undertake this study.

The specific objectives of this study are to:

- Explore options for the integration of the light rail network into Canberra's public transport network and surrounding urban context;
- Establish transport planning parameters for the integration of light rail into Canberra's public transport network on completion of construction (approximately 2018-19) and provide the basis for further detailed work; and
- Identify the pedestrian and cycle path network to support light rail stops and stations.

3.0 BACKGROUND

The ACT Government has recently announced the Capital Metro light rail project which will establish the ACT's first light rail corridor. The Capital Metro light rail project will deliver a frequent and reliable light rail service along Flemington Road and Northbourne Avenue between Gungahlin, Canberra's fastest growing greenfield area and City, Canberra's primary employment, commercial and retail centre.

This study builds on the Gungahlin to City Transit Corridor Study (2012). It will investigate matters relating to the integration of the light rail corridor into the future public transport network, operational and capacity requirements of intermodal stations and stops, walking and cycling path integration with stops and updated strategic transport modelling.

In late 2011, the Gungahlin to City Transit Corridor Study was commissioned to investigate the feasibility of bus rapid transit (BRT) and light rail transit (LRT). The study produced concept designs for BRT and LRT in both median and kerbside alignments, cost estimation to a pre-conceptual level, development of potential metropolitan and corridor residential and employment scenarios to support transit investment, strategic transport modelling and economic appraisal of the concept design options for BRT and LRT to inform Government decision making.

The Capital Metro light rail project has recently been announced by the ACT Government with a target date for the commencement of construction in 2016.

The Capital Metro Project Office (CMPO) has been established to coordinate the delivery of Canberra's first light rail corridor. This project is the first CMPO project and will establish the parameters for the introduction of light rail into the existing public transport network and provide necessary inputs to other key projects to be undertaken, including preliminary and detailed design of a transit system and associated infrastructure like stations and stops.

Transport planning in the ACT is guided by Transport for Canberra 2012 which establishes the Frequent Network, a strategic public transport network which identifies the rapid and frequent local lines where public transport services will be provided. The rapid lines in the Frequent Network are corridors where high frequency segregated light rail and bus rapid transit services will be appropriately located in the future. It is also the intention that future residential and employment development should locate in major nodes connected by rapid lines or along rapid transit corridors, as detailed in the ACT Planning Strategy 2012.

The Frequent Network identifies a rapid corridor between Gungahlin and City, along Flemington Road and Northbourne Avenue. This rapid corridor is currently serviced by the 200 bus service (also known as the Red Rapid), a high frequency limited stop service which links Gungahlin to Fyshwick via City, Russell, the Parliamentary Triangle and Kingston. The Capital Metro light rail project will replace the 200 service between

Gungahlin Town Centre and City and subject to the recommendations of this study, may replace other bus services that travel along part or all of the corridor.

4.0 PROJECT DESCRIPTION

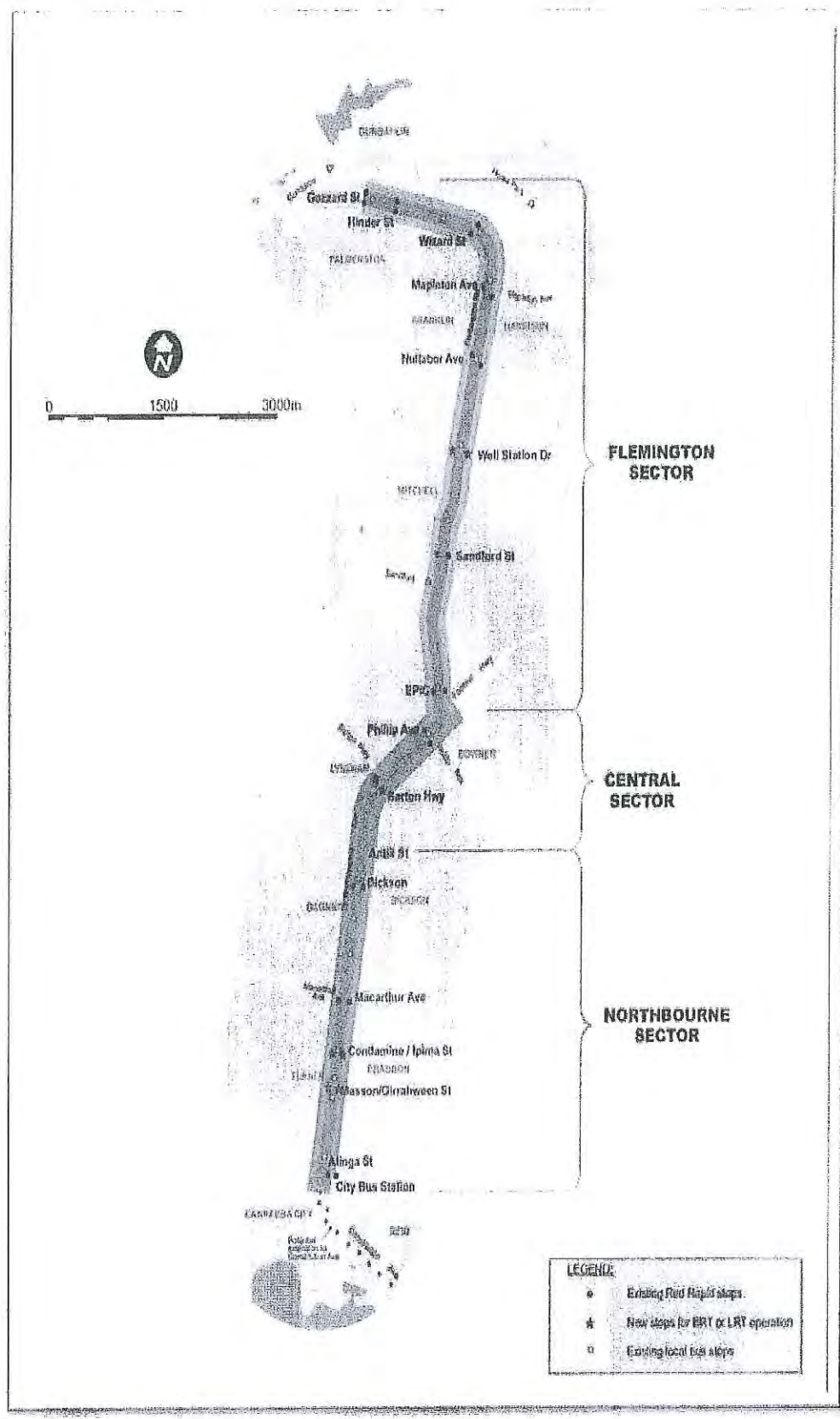
4.1 STUDY AREA

The study will focus on the light rail corridor (refer map 1), which includes:

- **Flemington Sector:** Flemington Road to Gungahlin Town Centre (Hibberson Street and Anthony Rolfe Ave)
- **Central Sector:** Federal Highway from Antill St Dickson to Flemington Road
- **Northbourne Sector:** Northbourne Avenue from Alinga St to Antill Street Dickson

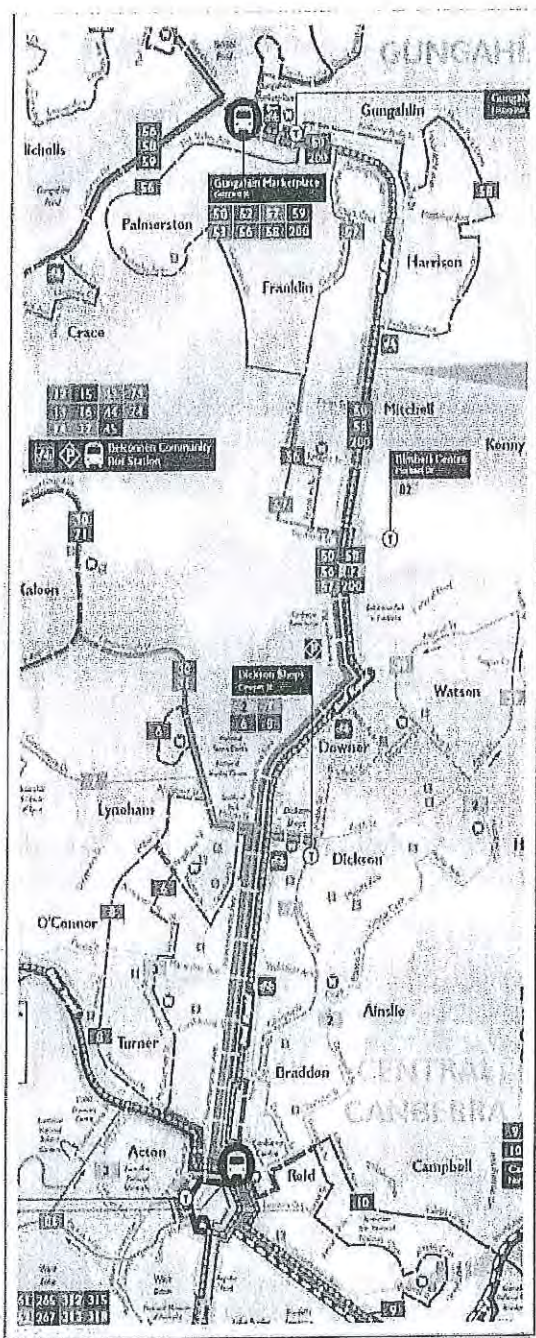
The study area also includes the bus network of Gungahlin and North Canberra that complements this light rail corridor (refer to map 2).

Map 1: The light rail corridor



Map 2: Bus routes that operate in and connect to the light rail corridor

The study area includes the full extent of all route numbers that operate in and connect to the corridor, shown indicatively on this extract from the ACTION Network 12 Weekday bus network map.



4.2 GUNGAHLIN TO CITY TRANSIT CORRIDOR STUDY 2012

The Gungahlin to City Transit Corridor Study 2012 (GCTCS) was undertaken to establish the feasibility of either light rail or bus rapid transit and inform Government decision making about the project. The study established a number of parameters/assumptions which will form the basis of future work:

- Three stations (acting as termini and modal interchanges) are to be located in Gungahlin Dickson and City.
- Provision for a maximum of 12 stops, not including the above mentioned stations.
- Transit lanes to be located in the median of Northbourne Avenue and Flemington Road (for LRT and possibly buses – refer to Stage 2 below).
- 3 m wide cycle lanes and 1.5m wide footpaths in road verges without moving the existing traffic lanes.

The *Light Rail Integration Study* will establish the parameters for the transport planning stream of this infrastructure project and identify matters for consideration in concept and preliminary design of a transit system, stations and stops.

4.3 SCOPE OF SERVICES

The scope of this brief is the provision (in accordance with the Standard Agreement between the Territory and the consultant) of the following services relating to the works described in this section.

The consultant shall undertake the following tasks:

STAGE 1- NETWORK ANALYSIS, EVALUATION AND OPTIONS

- Assessment of the issues regarding integration of light rail (along the Gungahlin to City corridor) into the existing public transport network, based on the principles of the *ACT Strategic Transport Public Transport Network Plan, Transport for Canberra* and against the current public transport network (Network 12) and its next iteration, Network 13 (currently under development – details to be provided to the successful consultant).
- Identify the opportunities, constraints, impacts, improvements and issues of light rail network integration with the bus network and path network and resolve/make recommendations to address any integration issues.
- Identify infrastructure and network improvements to meeting future demand generated by forecast light rail patronage (based on corridor population assumptions provided by the ACT Government) along the Gungahlin to City corridor and the potential catchment from within the corridor and via inter-modal links such as local bus services and park/bike/kiss and ride.
- Analysis of the integration of light rail in the Gungahlin to City corridor into the existing cycle and pedestrian network and the future ACT Strategic Cycle Network Plan (currently under development – details to be provided to the successful consultant).
- Investigate and identify additional potential locations for park and ride, bike and ride and kiss and ride facilities along the corridor to maximise access to light rail and patronage. Note the existing park and ride at Exhibition Park in Canberra and that feasibility-level design has been completed for facilities at Gungahlin Town Centre and Well Station Drive.
- Identify the optimal locations of stops based on, but not limited to:
 - preliminary stop locations identified in the *Gungahlin to City Transit Corridor Study*;

- current and future development potential, noting higher residential and employment populations;
- current and future demographic data and trends within the corridor;
- existing and future land uses, activity nodes and the like;
- cycle and pedestrian access;
- catchment analysis utilising a methodology which identifies the walkable/cycleable catchments via the existing walking and cycling infrastructure (footpaths, cycle paths, informal paths etc), rather than the straight line distance to stations and stops ; and
- any other relevant matters.

Walkability GIS mapping and data will be provided to assist with this task.

- Based on the analysis, develop a range of public transport network scenarios/options for evaluation. Network options are to include scenarios for 2018-19 (commencement of light rail operations), 2021 and 2031. The network options are to consider the following factors:
 - maximise the network benefits and efficiencies of light rail introduction;
 - maximise reliability, operational savings and efficiencies to the ACTION bus network;
 - increased patronage to the public transport network;
 - other factors to be determined in consultation between the consultant and project management team; and
 - higher residential and employment populations over time along the corridor in line with a scenario to be provided by the Capital Metro Project Office.
- Develop a methodology for evaluating the public transport network options in accordance with Government objectives to be determined in consultation with the project management team.
- Evaluate the network options using a proposed methodology in consultation with the project management team and Directorate stakeholders.
- Stage 1 analysis is to utilise data, modelling and planning from the following sources:
 - Canberra Strategic Transport Model (CSTM) in EMME;
 - Strategic Public Transport Network Plan and Frequent Network;
 - Strategic Cycle Network Master Plan;
 - Any other relevant data source.
- The CSTM is to be updated with the public network options that emerge in stage 1 and the EMMEbank files are to be provided back to the ACT Government on completion.

STAGE 2 – NETWORK INFRASTRUCTURE

- Investigate and identify the infrastructure and operational requirements of stations, stops and termini at Gungahlin, Dickson and City and along the corridor at locations determined in stage 1 based on the preferred network. This work will include but not be limited to:
 - operational and capacity requirements for 2018-19 (commencement of light rail operations), 2021 and 2031 networks;
 - public transport ingress and egress to stations;
 - modal interchanges, transfers and layovers;
 - bus network routing and stops around major stations/termini at Gungahlin, Dickson and City;
 - impacts and solutions for the road network, including traffic flow, intersections and the like, in the vicinity of stations;
 - pedestrian, cyclist and motor vehicle passenger ingress, egress and access to stations; and
 - consideration of transit oriented development opportunities identified by the Capital Metro Project Office;
 - integrated ticketing and real time information systems; and
 - any other relevant issue.

- Investigate and identify the infrastructure required for other intermodal opportunities, such as park/bike/drop off and ride locations, to encourage modal transfer.
- Based on the recommended bus network from Stage 1, investigate what additional stop/station and operating infrastructure would be required to allow buses to operate in the same space as the light rail tracks.
- Identify recommendations and improvements to the walking and cycling network infrastructure to increase walkable and cycleable catchments.
- The Stage 2 investigation needs to consider relevant studies under Section 14 of this brief.

STAGE 3 – TRANSPORT MODELLING AND ANALYSIS

- Based on the outcomes of stages 1 and 2, update the Canberra Strategic Transport Model to undertake further patronage and user and non-user benefit evaluation (the morning peak model will be made available to the consultant). The transport model will be required to:
 - account for estimated future public transport demand guided by the Government's transport mode share targets established in Transport for Canberra;
 - undertake modelling and analysis of pricing options (eg. Public transport fares and parking)
 - undertake intersection analysis with light rail priority at all intersections along the route.
- Update the corridor micro simulation models with the outcomes of this study.
- The CSTM and microsimulation models may be required to be peer reviewed. Independent peer review does not need to be included in the cost estimate for the study.

STAGE 4 - BENEFIT EVALUATION

Based on the technical assessment, transport modelling and other outcomes and sources, the consultant is to undertake an updated user and non-user benefit evaluation. The consultant is to take into account the full range of benefits associated with each option. The benefits evaluation is to take account of any recommendations associated with any recommendations on the staged implementation of the transit corridor.

The consultant is to use national guidelines and modelling outputs to determine the savings of:

- Travel time;
- Vehicle Operating Cost (VOC);
- Crash cost;
- Emissions; and
- Other (in accordance with the most recently available Australian Transport Council Guidelines on appraisal of transport infrastructure projects).

The benefit assessment is to include (but not be limited to):

- Predicted revenue base on existing and proposed public transport fare levels;
- Sensitivity analysis to establish robustness;
- Additional sensitivity analysis on factors that improve economic viability;
- Estimate patronage (short, medium and long term); and
- Discussion of assumptions and limitations of this basic economic assessment.

Costs and cost-benefit analysis will be included in other work to be commissioned by the Capital Metro Project Office.