MINUTES

Reference:	Kingston Arts Precinct (KAP) Project
Meeting Name:	KAP – Evo Energy Substation Discussion
Client:	Australian Capital Territory (ACT) Government - Suburban Land Agency (SLA)
Meeting date / time:	Friday, 23 May 2025 – 10:00am
Meeting location:	Microsoft teams

Attendees

Name	Initials	Organisation	Role	Email
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MINUTES

Item	Description	Action	Date
1.0	**Welcome and Introduction**		
1.1	• TG facilitated an introduction of all attendees and introduced the project, noting that we are in the process of submitting the SDA. ○ Further noting subject to the SDA there will be a Territory DA submitted and that the project is trying to work through the built form so there are no surprises. • ED shared the pack and introduced the 'New Switching Stations' and 'SDA comments as the key topics for the meeting.	Note	
2.0	**New Evo Switching Stations**		

2.1	• AHj noted that 2 new switching stations are planned to be placed in the approximate locations indicated by the yellow squares are on the below drawing.
	  ○ Further noting that there are multiple constraints in the area.
	 
	• NK noted that the 2 new switching stations are required to meet demand and each station is approx. 4m by 2m.
	  ○ Further noting the below:
	  ▪ Due to the Kingston Arts Precinct Arts Pre-circulation submission Evo have gone back to the drawing board to see what is possible.
	  ▪ One (1) switching station works close to the existing substation, but they are unsure where they can put the 2nd switching station.
	  ▪ Evo are currently working with SafeEarth to figure out what is possible from an earthing perspective. ACT Survey is conducting a QL-B survey the site to determine where the cables are running.
	  ▪ Evo met with the Department of Finance (DoF) on the 22 May 2025 to discuss funding for the switching stations and the Department expressed their discontent with the confusion created by the redesign.
	  ▪ Switching stations need to be ordered by August 2025.
	  ▪ One option dependent on what the SafeEarth survey reports is to put both switching stations alongside the current switching station in the green verge (highlighted orange below).
		Note	

MINUTES

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- RM noted that it's not practical to reduce the substation boundary to the building footprint.
    - Further noting the below:
        - There should be a buffer zone as this is an important asset that covers the load for all the area around it.
        - Initial zone noted a line between Wentworth and Eastlake Parade.
- RW noted that he is trying to understand what the restrictions are.
    - RM noted that if its gets too restrictive then they will run into issues in the future and queried how this would be managed as Evo doesn't want to back everything into a corner and so they won't be able to provide additional power.
- RW noted that this has been in design for 2 years and they have been working with Evo for 3-4 years. Further noting that SLA has talked to Delphine about this, and they would coordinate the install of conduits etc.
    - RM noted that the new switching stations have only been earmarked in the last 6 months. Further noting that practicality is important, and the solution needs to accommodate future needs.
- RW queried how far the setback is off the building and which direction the switching stations would run.
    - RM noted they would have to go back to the building codes to see what the offsets are but approx. 2-3m and that the switching stations would run parallel to the building.
        - Further noting that it may be possible to put them in between existing feeders. However, space is tight.
        - RW noted if there is a 2m offset, 2m switching station zone and a 2m buffer to the parking bay that would be 6-7m to the start of the parking lot. Further noting that the parking bays can be removed in future if required.
    - RM confirmed this would be possible.
- RW noted that future evo works should be added as a footnote to the design.
- NK noted that there are two (2) feeders coming from North and two (2) from South.
    - Further noting that Evo will need to consult with the designer to see where the

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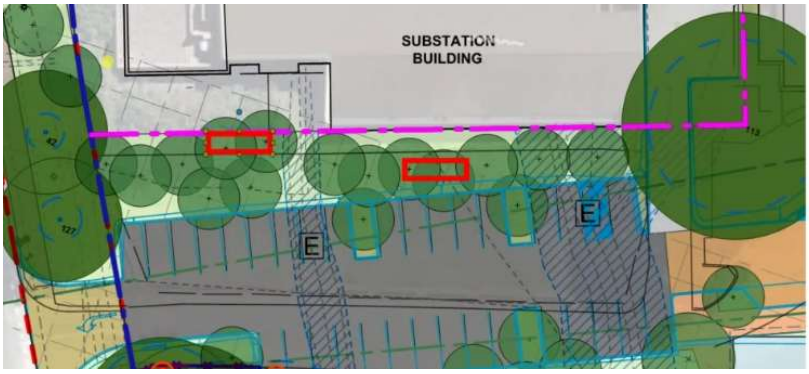
new assets can go but the indicative locations of the red boxes look okay.



- RW queried how long it would take to get a response from his designer.
  - NK noted that the designer will come back to us in about a week and the SafeEarth survey will take approx. a month.
  - MR noted that it would be beneficial to have Evo's access requirements in the response.
  - RW queried if Evo would consider the carpark as heavy vehicle access.
  - CR queried if it could also show the cables and the clearances required.
    - **Action Item:** NK to provide outcome of discussion with the project designer, detailed survey from SafeEarth, Evo access requirements and cable clearances.
- AHj noted that the KAP team should be prepared for a 2nd switching station on the southern side in case the other one can't be accommodated.
- RM noted that there should bollards separating the carpark and switching stations but the switching stations don't need to be fenced.
- RW queried if the switching stations can have artwork.
  - RM noted it can follow the Evo artwork policy.
    - **Action Item**: Evo to provide artwork policy.
- RW queried where Evo would put the conduits.
  - AHj noted he is happy to provide an indicative layout.
    - **Action Item**: Evo to provide indicative conduit layout.
  - RW notes that heritage wants a grove of trees to represent the Windbreak and have it celebrated. Further noting that this keeps Heritage happy.
  - RM noted possibly only widening the existing routes. Run the cabling beside it. Look to minimise the footprint.
  - RW queried if they are okay with root barriers.
    - RM noted they will need to work through the detail.
    - NK will come back to RW on the possible locations.
- MP queried installation timeline.
  - NK noted FY27/28.

3.0	**SDA feedback**		
	Comment 45 – Tree Canopy Clearances	Note	
3.1	• MR queried what the minimum standard clearances are and if Evo could provide some formal advice. ○ Further querying what cover and clearances are required to the services.		

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	○ RM notes that TCCS have a document that has specifics zones within the verge for trees and assets. Planting needs to comply to this document. ▪ Further noting that nothing should be planted over and above the lines and outlining the complexities. • MR queried if there is any potential to reduce the limits around the trees. ○ RM noted that if they plant trees along the verge there are issues with heritage and roots.		
4.0	**Action Items**		
1	NK to provide outcome of discussion with the project designer regarding switching station location.	NK	4-Jun-25
2	NK to provide outcome of SafeEarth detailed survey.	NK	4-Jun-25
3	NK to provide Evo substation access requirements.	RM	4-Jun-25
4	NK to provide Evo cable clearances for tree/shrub planting.	RM	4-Jun-25
5	AHj to provide Evo artwork policy.	Evo	Closed
6	NK to provide indicative conduit layout for new switching stations.	NK	4-Jun-25

Meeting concluded at 11:04am. Minutes taken by [redacted]