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| **Date** | Friday, 9 March 2018 | **Meeting No** | 4 |
| **Chair** | Chris Lovell | **Time** | 7.00am – 9.00am |
| **Location** | The Larwill Studio, Parkville | **Minutes** | Will McNamara |

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| **Members** |  |  |
| *Present*   * Chris Lovell, MMRA [C**hair**] * Karen Snyders, City of Melbourne * Sam Cremean, City of Melbourne * Robert Moore, Parkville Association * Rachael Palmer, North & West Melbourne Association * Alex Keppell, CYP * Peter Hunt, CYP * Ayllie White, CYP * Farah Bach, CYP * Alison Karmelich, MMRA * Matthew Templin, MMRA * Lachlan Lee-Archer, MMRA * James Tonkin, MMRA * Will McNamara, MMRA [**Secretariat**] | *Apologies*   * Paul Guiliano, PDG (Royal Elizabeth Building) * Jonathon Aragones, Royal Elizabeth Building * Steve Cross, North Melbourne Residents * Zhi Xuan (John) Hee, University of Melbourne International Student Union * Lester Levinson, Carlton Residents Association * James Williams, CYP * Joan Bulpit, CYP * Kate McClure, MMRA | * Anna Manarzyck, Melcorp (Royal Elizabeth Building) * Mirko Angele, Baretto Espresso Bar * Ivana Csar, Carlton Residents Association * Gino Frances, Carlton Alliance Precinct Incorporation * Desiree Cai, University of Melbourne Student Union * James Hamilton, CYP * Justin Shepherd, CYP * Kate Walshe, CYP * Alistair Campbell, MMRA |

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| 1. | Welcome & Introductions |
|  | Welcome from Chris Lovell (Chair).  Matters arising:   * The CRG noted the Outstanding Action Items and Issues Register. * MMRA and CYP will present on the Residential Impact Mitigation Guidelines for Construction at a future meeting. |
| 2. | Presentation from MMRA |
|  | Presentation by Lachlan Lee-Archer on the Traffic and Transport Working Group.  Matters arising: Nil |
| 3. | **Presentation from John Holland (Early Works Managing Contractor)** |
|  | Presentation by Alex Keppell (CYP) on current and upcoming Early Works in Parkville. Presentation by Peter Hunt (CYP) and Lachlan Lee-Archer (MMRA) on traffic management and modelling.  Matters arising:   * Peter Hunt thanked the CRG for their ongoing engagement through the development of the project. * Robert Moore commented that community members had raised a number of transport matters on Royal Parade, that these matters had been taken under advisement and resolved within days. * The CRG discussed car parking on Royal Parade adjacent to the hospital. * Robert Moore raised changed traffic conditions on Royal Parade and noted how quickly traffic/drivers had adjusted to the changes. * Robert Moore raised increased traffic and truck volumes on Gatehouse Street. Monitoring suggests an increase in traffic volume but the type of vehicle cannot be distinguished. Gatehouse Street is a council road and subject to a council truck ban. This is an emerging issue and the City of Melbourne has agreed to investigate trucks using Gatehouse Street. * The CRG discussed the continuing importance of providing feedback so that it can be addressed by the project. * Robert Moore commented that there has been a significant increase in travel time along College Crescent. There was an initial increase in traffic using College Crescent as an eastbound route following the closure of Grattan Street. The traffic volume has since reduced and will continue to be monitored. |
| **P4-1**  **P4-2** | City of Melbourne to investigate trucks using Gatehouse Street.  CYP to investigate the use of monitoring to distinguish vehicle types, with specific reference to Gatehouse Street. |
| 4. | Presentation from Cross Yarra Partnership |
|  | Presentation by Peter Hunt (CYP) on the draft Planning Scheme Amendment. Alex Keppell (CYP) on current and upcoming works and property condition surveys.  Matters arising:   * Robert Moore raised changed traffic conditions due to surface works. The existing bus stop on Royal Parade in front of the hospital will be relocated further north. Parking at this location will be reconfigured. * The CRG discussed changes to the Metro Tunnel Design and Development Overlay, including impacts to land required for construction. * Rachael Palmer raised the timing and duration for property condition surveys. CYP advised that surveys have already commenced for properties adjacent to station construction. * Rachael queried if property condition surveys only covered the construction period or would also cover the tunnel during operations. CYP took the question on notice. * Chris Lovell (Chair) queried the extent of the property condition survey reports. CYP advised that the scope and level of investigation can be agreed between property owners and surveyors. Reports are also agreed between property owners and surveyors. Any additional features (such as footings) can be identified for inspection. * The CRG discussed the importance of providing as much relevant information to property surveyors as possible. Rachael Palmer requested that communications to residents regarding property condition surveys include this message. * Rachael Palmer commented that community engagement had been important in establishing trust and that important dialogue has developed overtime. * Robert Moore raised the height for construction hoarding. CYP advised that typical hoarding height will be 2.4 metres and up to 6 metres where gantries are located. * Robert Moore queried when the Parkville construction site personnel would be mobilised to full strength. There will be an increase once piling commences in April and again when excavation commences in September 2018. * Chris Lovell (Chair) queried if viewing windows would be integrated into the hoarding. CYP is investigating appropriate locations. |
| **P4-3**  **P4-4** | Circulate plans that identify additional surface works identified in the PSA  CYP to coordinate a meeting between property owners in North Melbourne and the property survey team. |
| 5. | Discussion and other business |
|  | Matters arising:   * The CRG discussed the membership, frequency and format for future meetings. * The CRG agreed meetings are productive and an important communication channel despite limited attendance from community representatives. * MMRA will look to boost appropriate representation at meetings. |
| 7. | Closing remarks |
|  | Closing remarks from Chris Lovell (Chair).  Matters arising:   * Next meeting on 6 April 2018 (7:30AM) at MMRA office. (Level 11 Room 1, 121 Exhibition St, Melbourne). |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| P4-1 | City of Melbourne to investigate trucks using Gatehouse Street. | City of Melbourne |  |
| P4-2 | CYP to investigate the use of monitoring to distinguish vehicle types, with specific reference to Gatehouse Street. | CYP |  |
| P4-3 | Circulate plans that identify additional surface works identified in the PSA. | MMRA |  |
| P4-4 | CYP to coordinate a meeting between property owners in North Melbourne and the property survey team. | CYP |  |