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| **Date** | Friday, April 6 2018 | **Meeting No** | 5 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.30am |
| **Location** | 121 Exhibition St, Melbourne | **Minutes** | Will McNamara |

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| **Members** |  |  |
| *Present*   * Chris Lovell, MMRA [C**hair**] * Rob Moore, Parkville Association * Rachael Palmer, North Melbourne Residents Association * Sanna Heinola, Parkville resident * Sam Cremean, City of Melbourne * Karen Snyders, City of Melbourne | * Peter Hunt, CYP * Alex Keppell, CYP * James Hamilton, CYP * Irfan Hanif, CYP * Matt van der Peet, MMRA * Alison Karmelich, MMRA | *Apologies*   * Mirko Angele, Baretto Espresso Bar * David Thek, John Holland * Joan Bulpit, John Holland * James Williams, CYP * Justin Shepherd, CYP * Ayllie White, CYP * Mark Wells, CYP * Kate Walshe, CYP |
| **In attendance** |  |  |
| *Present*   * James Tonkin, MMRA * Will McNamara [**Secretariat**] |  |  |

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| 1. | Introductions and Welcome |
|  | Welcome from Chris Lovell (Chair).  Matters: Nil |
| 2. | Previous minutes and outstanding actions |
|  | Matters arising:   * P4-1 - City of Melbourne to follow up for the next meeting of the CRG * P4-2 - Analysis has been completed and will be ready for the next meeting of the CRG. * P4-3 - Planning Scheme Amendment (PSA) documentation identifies the additional land required. * P4-4 - Will be discussed as part of this CRG meeting. * Chris Lovell raised legacy traffic arrangements for Royal Parade with regard to the current PSA. A key aspect of the PSA is facilitating the installation of a bus stop. The general principle for the legacy traffic arrangement has been approved. The intention is to install the surface works in 2021/22. * Robert Moore queried if the installation of a tram super stop will result in the loss of tram stops in adjacent locations. CYP only has scope to install the tram stop on Royal Parade. * Robert Moore raised Grattan Street legacy arrangements. Grattan Street legacy options will be assessed by VicRoads. There are a variety of considerations to be taken into account including road network operations. * Rachael Palmer raised operations for the 402 bus during construction. Routing options for the five bus routes using Grattan Street have been considered. The re-routing of the 402 bus is required to maintain services to the university and hospital. Operational performance for the bus routes is being assessed. |
| **P5-1**  **P5-2** | Provide a schematic indicating the legacy surface configuration of Royal Parade.  Provide a contact for VicRoads to Robert Moore (Parkville Association) to discuss Grattan Street legacy. |
| 3. | **Strata acquisition** |
|  | Presentation from Barry McGuren (MMRA) on the strata acquisition process.  Matters arising: Nil |
| 4. | Property condition surveys |
|  | Matters arising:   * Rachael Palmer raised the process for property condition surveys. Property condition surveys will be completed prior to commencement and following the completion of works. Property owners will be provided with copies of reports. Separate reports may need to be completed for commissioning, operations or maintenance - this has not yet been resolved. * Rachael Palmer raised property condition survey scope (Level 1 and Level 2 investigations). Some additional investigation may be required for properties such as heritage buildings. Property owners can also provide building plans, construction reports etc to assist the survey teams. * Rachael Palmer raised timing for property condition surveys. Properties closest to station works will be surveyed first. Properties 50m either side of the tunnel alignment will be surveyed. |
| **P5-3**  **P5-4** | Outline the process for dispute resolution regarding property condition surveys.  Coordinate a strata acquisition and property condition survey presentation for North Melbourne residents. |
| 5. | Traffic management update |
|  | Presentation from Irfan Hanif (CYP)  Matters arising:   * The CRG discussed traffic management for the Parkville precinct, specifically:   + Rat running.   + Truck use of Gatehouse Street.   + Traffic monitoring on Park Drive, Story Street, Pelham Street and Degraves Street.   + Tram barriers - cars impeding trams on Royal Parade, near Grattan Street. |
| **P5-5**  **P5-6** | Advise who is responsible for enforcement of the truck ban on Gatehouse Street.  Investigate the increase of rat running in the Parkville Precinct. |
| 6. | Works readiness |
|  | Presentation from James Hamilton (CYP) on the precinct Development Plan, Noise and Vibration, and Air Quality.  Matters arising: Nil |
| 7. | CYP construction update |
|  | Presentation from Peter Hunt (CYP) on current and upcoming works.  Matters arising:   * Trucks for excavation from September 2018 running through to the end of 2019. * Early 2019 - work will commence in Grattan Street west to construct station entries. Grattan Street will be closed in a westbound direction between Royal Parade and Flemington Road. * Robert Moore raised Royal Parade traffic management during construction of Parkville Station. From early 2019, works will commence in Grattan Street West for the construction of station entrances. The traffic management plan for these works is still in development and will be discussed at future meetings of the CRG. * Chris Lovell raised the timing for truck movement in the Parkville precinct. 2019 will be the peak period for truck movements in the Parkville precinct. |
| 8. | General feedback and items for future discussion |
|  | Matters arising:   * The CRG discussed meeting venue and frequency and agreed to maintain the existing arrangement. |
| 9. | Meeting close |
|  | Matters arising:   * The next meeting of the Parkville CRG is scheduled for 1 June 2018. |

**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 | Open |
| P4-2 | CYP to investigate the use of monitoring to distinguish vehicle types, with specific reference to Gatehouse Street. | CYP | Open |
| P5-1 | Provide a schematic indicating the legacy surface configuration of Royal Parade. | MMRA / CYP | Open |
| P5-2 | Provide a contact for VicRoads to CRG members to discuss Grattan Street legacy. | MMRA | Open |
| P5-3 | Outline the process for dispute resolution regarding property condition surveys. | CYP | Open |
| P5-4 | Coordinate a strata acquisition and property condition survey presentation for the North Melbourne Residents Association. | MMRA | Open |
| P5-5 | Advise who is responsible for enforcement of the truck ban on Gatehouse Street. | City of Melbourne | Open |
| P5-6 | Investigate the increase of rat running in the Parkville Precinct. | CYP | Open |