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| **Date** | Friday 15 March 2019 | **Meeting No** | 2 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.30am |
| **Location** | The Larwill Studio | **Minutes** | Alana Clarke |

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| **In attendance** |  |
| *Present** Chris Lovell [**Chair**]
* Rachael Palmer, North Melbourne Residents/North & West Melbourne Association
* Peter Gerrand, North & West Melbourne Association
* Robert Moore, Parkville Association
* Karen Snyders, City of Melbourne
* Sam Cremean, City of Melbourne
* Rebecca Marcs, City West Water
* Ryan Dam, George Weston Foods
* Peter Hunt, CYP
* David O’Connor, CYP
 | * Alex Keppell, CYP
* Adam Gorny, CYP
* James Hamilton, CYP
* Kim Norton, CYP
* Bronte Clark, CYP
* Matt van der Peet, RPV
* Eli Firestone, RPV
* Jessica Foulds, RPV
* Courtney Gleeson, RPV
* Alana Clarke, RPV [**Secretariat**]
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| 1. | Introductions and welcome |
|  | Matters arising:* The Community Reference Group (CRG) discussed the Outstanding Actions and Issues Register
* The CRG discussed rat running on Degraves Street
	+ The City of Melbourne (CoM) confirmed it is investigating temporary solutions on Degraves Street. CoM advised its view that any works to address rat running on Degraves Street should be paid for by CYP as the closure of Grattan Street has contributed to congestion in the precinct
	+ RPV reconfirmed position that the suitable option to address rat running on Degraves and other local streets is to engage with VicRoad about changes to signals to increase capacity of Gatehouse Street
	+ Rob Moore confirmed his position that conditions on Degraves Street are a safety concern and require action
	+ RPV advised that it would look at temporary solutions following CoM investigation and provide update to CRG accordingly.
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| P2-1 | Provide update on Degraves Street rat running.  |
| 2. | Parkville construction update |
|  | Presentation by Peter Hunt (CYP) on Parkville construction.Matters arising: * Peter Gerrand raised potential outages during service relocation works. CYP confirmed that there are no planned outages during works but clarified that there were a small number of properties that experienced short disruptions during Early Works service relocations
* RPV clarified that these were not planned outages and were due to unplanned outages related to one utility and reconfirmed there are not expected to be any outages required.
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| 3.  | **Arden construction update** |
|  | Presentation by James Hamilton (CYP) on Arden construction.Matters arising:* Peter Gerrand raised groundwater monitoring. CYP confirmed that monitored water levels have been consistent with modelling expectations to date.
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| 4. | **Tunnelling update** |
|  | Presentation by Adam Gorny (CYP) on tunnelling.Presentation by Kim Norton (CYP) on tunnelling communications and engagement. Matters arising:* The CRG discussed tunnel depth and provided feedback on the tunnel depth diagram that was presented
* RPV confirmed that the diagram presented by CYP is draft only and feedback from the CRG and other forums would be incorporated to improve its readability. RPV and CYP confirmed this diagram will be available with the minutes from this meeting after the end of the month.
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| 5. | Environmental management update |
|  | Presentation by James Hamilton (CYP) on environmental management.Matters arising: Nil. |
| 6. | Traffic and transport update |
|  | Presentation by David O’Connor (CYP) on traffic and transport.Matters arising:* Rob Moore queried the expected timings of closures on Royal Parade during works on Grattan St west. CYP confirmed that service investigations are expected to take two to three months and confirmed that the northbound service lane on Royal Parade will be closed for a period with diversions in place to maintain traffic flow. CYP confirmed that the service lane will not be closed during the PM peak. CYP clarified that the further substantial relocation of these services is expected to occur from mid 2019 and will involve more long-term closures. CYP confirmed during these works there will be electronic signage and a range of other communications and engagement in place to advise road users and the community.
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| 7. | Community and stakeholder update |
|  | Presentation by Kim Norton and Alex Keppell (CYP) on community and stakeholder relations.Matters arising: * Rebecca Marcs raised disruption communications with cyclists. CYP confirmed it is challenging to communicate route changes with all cyclists but confirmed that it is working with connected groups such as Bicycle Network and the University of Melbourne to disseminate information as widely as possible.
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| 8. | General business and items for future discussion |
|  | Matters arising: Nil. |
| 9. | Meeting close |
|  | Matters arising:* Next meeting 7.30am-9.30am, Friday 10 May 2019. CYP and RPV advised this meeting will be at the Arden site office and will involve a shorter meeting followed by a site tour
* CYP advised that all tour participants are required to wear long sleeves and long pants. All other Personal Protective Equipment (PPE), including safety boots, will be provided.
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| **P2-1** | Provide an update on Degraves Street rat running.  | RPV/CoM | Open |