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| **Date** | Thursday, 26 October 2017 | **Meeting No** | 1 |
| **Chair** | James Tonkin (Acting) | **Time** | 7.30am – 9.00am |
| **Location** | Racecourse Room, Quest Flemington | **Minutes** | Will McNamara |

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| **Members** |  |
| *Present** James Tonkin, MMRA [**Acting Chair**]
* Karen Snyders, City of Melbourne
* Liam Lenihan, City of Melbourne
* Tim Rieniets, Melbourne Seafood Centre
* Laura Kane, North Melbourne Football Club
* Ben Pocock, The Lost Dogs’ Home
* Enid Hookey, North and West Melbourne Association
* Matthew Whelan, Citywide Service Solutions
* Gary Taresch, Barwise Street businesses
* Matt Hammond, Kensington Association
* Danielle Koroneos, MMRA
* Dusk Johnston, MMRA
* Paul Baggeridge, MMRA
* Eli Firestone, MMRA
 | * David Thek, John Holland
* Blythe Chidgey, John Holland
* Justin Shepherd, CYP
* Jodie Barrington, CYP

*Apologies** Nick Theodossi, Nick Theodossi Prestige Cars
* Joanne Sica, Rechter Theobald (Lloyd Street Business Estate Body Corporate)
* Bill Sant, Scalzo Food Industries
* Andy Baxter, George Weston Foods
* Sigi Hyett, Kensington Community Children’s Co-operative
 |
| **In attendance** |  |
| * Eric Keys, CYP
* Bruce Hunt, CYP
* Mark Wells, CYP
* Joan Bulpit, John Holland
* Megan Crockford, Beon Energy
* Melissa Trapani, MMRA
 | * Dave Kristy, MMRA
* Will McNamara [**Secretariat**]

*Apologies** Evan Tattersall, MMRA CEO
* Malcolm Macintyre, CYP CEO
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| 1. | Introductions & Welcome |
|  | Welcome from James Tonkin (MMRA) and introductions from members.Matters arising: Nil |
| 2. | Presentation from MMRA |
|  | Presentation from James Tonkin (MMRA), providing an overview of the Metro Tunnel Project. Matters arising: Nil |
| 3.  | **Presentation from Cross Yarra Partnership** |
| **Action [1-1]** | Presentation from Eric Keys (CYP) on Cross Yarra Partnership and Metro Tunnel design. Presentation from Mark Wells (CYP) on planning and design development. Presentation from Justin Shepherd (CYP) on Arden Station and Western Portal precincts and construction.Matters arising:* Matthew Whelan raised lack of on site parking and the limited parking in the area. Advised that the workforce will use public transport to get to and from the site.
* Matt Hammond raised the retrieval of Tunnel Boring Machines and whether this would have any impact on JJ Holland Park. Advised that there will be impacts on Childers Street but not JJ Holland Park. We may need to upgrade the path in the park to cater for loss of the shared use path on the southern side of Childers Street.
* Gary Taresch raised spoil management and site entrances. Advised that the Traffic and Transport Management Plan is in development. Vehicle access will be off Laurens Street near Barwise Street and off Arden Street via the driveway into the Government-owned land.
* Matthew Whelan raised concerns about cyclists. Feedback has been incorporated through the Environment Effects Statement process. Truck movements will be managed in real time using a GPS system called Virtual Superintendent.
* Enid Hookey raised that there are other projects currently taking place in the area and coordination is important.
* The CRG discussed the timing for acquisition and demolition of 135 Ormond Street.

Presentation on the Traffic and Transport Management Plan (CYP) |
| 4. | Presentation from MMRA |
|  | Presentation from Eli Firestone (MMRA) on the Rail Infrastructure Alliance and Western Portal tunnel entrance. Matters arising: Nil |
| 5. | Presentation from John Holland |
|  | Presentation from David Thek (John Holland) on demolition, service relocation and upcoming works for the Arden and Kensington precincts. Matters arising:* Tim Rieniets raised traffic disruption on Kensington Road. John Holland advised that traffic management will be in place to allow travel in both directions.
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| 6. | Presentation from Beon Energy Solutions |
|  | Presentation from Megan Crockford (Beon Energy Solutions) on the installation of a temporary power substation at Arden required for the Metro Tunnel Project. Matters arising: Nil |
| 7. | Management of the Community Reference Group  |
| **Action [1-2]****Action [1-3]** |  Key topics for discussion raised by members: * Ben Pocock
	+ Parking
	+ Possible coordination with other construction works taking place in the area
	+ Vulnerable road user safety
	+ Noise and vibration during construction
	+ Intake substation
* Gary Taresch
	+ Traffic management
	+ Access to Barwise Street
* Matthew Whelan
	+ As above, particularly around coordinating with other projects in the area
	+ Noise and vibration due to proximity to the Lost Dogs Home
* Matt Hammond
	+ 135 Ormond Street demolition
	+ Parking on Childers Street - particularly during the winter sports season
	+ Coordinated communications with PTV (maintenance and operations)

 Presentation from the Traffic and Transport Working GroupTerms of Reference deferred until the next meeting of the CRG |
| 8. | Next meeting |
|  | Matters arising:* Next meeting of the Kensington and Arden Community Reference Group is planned for early December 2017
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| 9.  | **Meeting Close**  |
|  | Closing remarks from James Tonkin (MMRA).Matters arising: Nil |

**ACTION ITEMS**

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| # | ACTION | OWNER |
| 2–1 | Presentation on the Traffic and Transport Management Plan | CYP |
| 2–2 | Presentation from the Traffic and Transport Working Group | MMRA |
| 2–3 | Terms of Reference deferred until the next meeting of the CRG | MMRA |