PRESENT:		
COMMUNITY REFERENCE GROUP MEMBERS		
Vincent	Hartigan	Bus Association Victoria
Ray	Nichols	Carlton Residents Association
Kevin	Chamberlin	City of Melbourne
Warwick	Pattinson	City of Melbourne
Simon	Beal	City of Yarra
Peter	Graf	City of Yarra
Robyn	Williams	City of Yarra
Joe	Corbett	Department of Education, Employment and Training
Paul	Jarman	Department of Infrastructure
William	Taylor	Department of Infrastructure
Chris	Pound	East Clifton Hill Traffic Management Group
Geoff	Barbour	Fitzroy Residents Association
Kaye	Oddie	North and West Melbourne Association
Peter	Malatt	North and West Melbourne Association
Brian	Evans	Parkville Association
Peter	Navaretti	RMIT University
Julianne	Bell	Royal Park Protection Group Inc.
Fiona	de Preu	The University of Melbourne
Robert	Abboud	VicRoads
Rodger	Eade	Chair, Community Reference Group
OBSERVING		
Bill	Williamson	Macarthur Road, Parkville, resident
STUDY TEAM		
Bob	Evans	Study Director
William	McDougall	Study Manager
Stephen	Smith	Planner
WORKSHOP FACILITATORS		
Leanne	Taylor	Fulcrum International
Bruce	Turner	Fulcrum International
APOLOGIES		
Steve	O'Callaghan	Bus Association Victoria
Fab	Succi	Carlton Traders Association
Steve	Watson	City of Yarra
Maree	Guyatt	Department of Human Services
Ben	Smith	Environment Victoria Inc.
Richard	Smithers	Bicycle Victoria
Paul	Davies	Rathdowne Street Traders Association
Peter	Daly	RACV
Laurie	Cuttiford	RMIT University
Bill	Noonan	Transport Workers Union of Australia (Vic/Tas Branch)
Brian	Negus	VicRoads

INFRASTRUCTURE

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No	Item	Discussion
1	**Welcome and Introduction**	The Chair of the Community Reference Group, Rodger Eade, introduced himself and welcomed participants to the workshop. Rodger explained his role and then asked those present to introduce themselves and to briefly identify what they, and the community they represent, would like the study to achieve. Apologies noted on previous page.
2	**Study Explanation**	**2.1 Process and Administration** Bob Evans, Study Director, and William McDougall, Study Manager, explained the draft study process and administrative structure of the study team, and identified the main objectives of the study, which is to improve the amenity and transport system of the area. Some of the transport problems in the area were identified, including traffic congestion, lost time, and public transport delays. The study will include consulting with the community and those municipalities adjoining the study area. (Copies of the Power-point presentation were tabled) **2.2 Assessment Framework** The CRG was invited to contribute any comments and/or suggestions as to how the study process could possibly be improved. In particular, the assessment framework, which highlights a set of criteria and options to guide the study consultants, is an area where the CRG has the opportunity to contribute to the shaping of the process and assessment methods of the study. **2.3 Links to other Projects** The study team explained that the study is running parallel with the Government's Metropolitan Strategy. The key principles and objectives of the Metropolitan Strategy will aid the study. The Metropolitan Strategy will also set some network context. Links to other transport and land use studies, such as the Outer Western Area Study (to commence in the near future) were also identified as important 'watching briefs' during the study.
3	**Study Progress**	**3.1 CRG – Terms of Reference (TOR)** The study team explained that the Minister had approved the Terms of Reference for the CRG. The Chair then called for open discussion on the T.O.R. The CRG asked what process would be in place to ensure the community had access to current issues arising from the study and their opportunities to contribute to the study. Jullianne Bell asked why the Public Transport Users Association was not invited to be part of the CRG. The study team responded by saying that the present membership to the CRG was viewed as adequately representing a broad cross-section of public transport user groups. The CRG was also informed that the study team would meet with other organisations not part of the CRG membership if requested, such as the PTUA, to hear their views.

No	Item	Discussion
		3.2 Communications Strategy
		The study team responded by explaining that the Communications Strategy was underway and is being carried out with the help of the DOI Public Affairs Branch. It includes the goals, objectives, key messages, target audience and an action plan for each of the elements of the strategy. In conjunction with the Communications Strategy is the opportunity to communicate directly by phone, fax or e-mail with the study team and representatives on the CRG. All inputs towards the study are to be placed on a central database and information collected throughout the consultation phase of the study will be reported back to the CRG.
		3.3 Study Briefs
		The closing date for the briefs is 26 April 2001. The successful consultants will be invited to attend the CRG meeting scheduled after the Community Forum on 23 May 2001, and will also receive previous CRG Meeting minutes to assist them with their studies. Comments on the study briefs were welcomed.
		3.4 Community Information Bulletin
		Robert Abboud asked what area would the Information Bulletins (community updates) cover in the general community. The study team responded by saying that a letter drop would be done to all properties in the immediate core study area. Kaye Oddie and Peter Navaretti requested that notice is given to both owner and occupier, of which was agreed.
4	**CRG Media Protocol**	Cr Robyn Williams asked whether the CRG could directly talk to the media about the study. The Chair responded by saying that individuals on the CRG, representing their own views, can talk to the media but cannot represent the collective views of the CRG.
5	**Key dates**	**5.1 CRG meetings – forward schedule**
		A forward schedule for additional CRG meetings was proposed for discussion. They are as follows:
		• 9 May 2001 – CRG Meeting 2 (follow up from CRG Meeting 1)
		• 13 June 2001 – CRG Meeting 3 (consultants invited to attend)
		5.2 Recapping key dates
		• **11 April CRG Meeting 1**
		• **9 May CRG Meeting 2**
		• **before 23 May - Minister Council Group Meeting**
		• **23 May Community Forum**
		• **13 June CRG Meeting 3**
6	**Workshop sessions**	The purpose of the workshop sessions was to draw on participants' knowledge and experience of issues and opportunities relevant to the scope of the study.
		6.1 Current Issues and Concerns
		Small group discussions of current issues and concerns related to transport, land use and amenity in Melbourne's inner-north. What if we did something about these issues? Feedback and discussion.

No	Item	Discussion
		6.2 Features of a 'good outcome' of the study (in the long term) Small group discussions leading to desired living and travel conditions in the area in 20 years if the issues and concerns are well-resolved. These should encompass the aspirations/criteria against which options can be assessed. Feedback and discussion. **6.3 Opportunities/options** Small groups brainstorm the possibilities for achieving the desired outcomes. Feedback and discussion. (Comments received during the workshop session collated by facilitators Bruce Turner and Leanne Taylor from Fulcrum International are attached for your information)
7	**Other**	**7.1 CRG standby representative** It was suggested that a standby representative from each organisation be identified to ensure meeting attendance remains high in the event of first contact absentees from time to time. This was agreed by the study team. **7.2 CRG Meeting occurrence** It was agreed that CRG meetings would generally be scheduled for the 2nd Wednesday of the month, the need for a meeting to be confirmed in advance.
8	**Close**	The Chair thanked participants for attending the workshop and closed the proceedings at approximately 8.45pm.
9	**Next Meeting**	**9 May 2001**, 6pm light supper 6.30 start – 8.30pm Melbourne Town Hall, Council Meeting Room, Level 2.