

Name of meeting:	Business Liaison Group (north)
Location of meeting:	Grafton bridge project site office
Meeting facilitator:	Fulton Hogan
Date:	Wednesday, 2 May 2018 Time: 6-7pm
Attendees:	Representatives of businesses on Clarence, Pound and Villiers streets, Grafton Radio Taxi Co-op, RMS and Fulton Hogan
Subject:	New Grafton bridge project

MEETING MINUTES

The Business Liaison Group (north) were provided a copy of the previous meeting minutes for feedback before they are finalised and distributed.

Janice Smith welcomed the group, discussed the agenda and summarised the outcomes from the last meeting. Hamish Gray presented the proposed traffic staging plans that have been developed following the consultation and feedback with the businesses since the last meeting.

The following table comprises the group's questions and the project team's answers.

Q.	Will pedestrian access be provided for Jada Hair Design during the traffic stages between May and August?
A.	Yes, pedestrian access will be provided during the work. Fulton Hogan will continue to liaise with business owners before the changes are implemented to ensure pedestrian access is safe and clear for customers.
Q.	Will motorists be able to turn left from the Clarence Street businesses to travel north along Clarence Street?
A.	We will investigate and advise if there is adequate sight distance and pavement width during the temporary traffic stages for vehicles to safely turn left out of the businesses along Clarence Street.

Q.	Is the footpath starting in July at the Jump Swim School and will it involve a five day closure?
A.	We are looking at building the footpath early to minimise the length of time work will occur out the front of businesses. There will be no five day closure in July now, as we are planning to carry out the footpath work early and where possible outside of business hours.
Q.	Will the businesses be provided flyers with maps to distribute to their customers?
A.	Yes, Fulton Hogan will work with individual business to prepare maps that each business can provide to their customers.
Q.	Where will trucks be able to park on Pound Street to enter Grafton Gas and Plumbing?
A.	We will identify suitable areas for truck parking. This will be discussed with individual business owners before the traffic changes are implemented.
Q.	Why are some many private worker vehicles parking in the business street parking currently?
A.	We acknowledge that on street parking is limited and will continue to advise workers that on street parking is not to be used for their vehicles. There will be times when work vehicles will use on street parking for efficient access to equipment and tools being used in these work areas. A temporary car park on the adjacent corner to the new car park on Clarence and Pound streets will also be built to provide additional parking. <i>Post meeting: This is expected to occur in July.</i>
Q.	Can the locations of the traffic control signs be moved slightly to not block driveways?
A.	Yes, we can review the exact location of traffic control signs and identify more suitable locations to ensure the business driveways aren't obstructed.
Q.	There is flagging on the TAFE side that could be removed and used for additional parking?
A.	The project team will raise this matter with TAFE. <i>Post meeting: TAFE advised that the flagging had been installed as an OH&S separation issue because motorists were parking on the grass and there had been some near misses between vehicles and pedestrians.</i>

Q.	How will the roundabout work on Villiers Street be staged, particularly with the traffic volumes at the roundabout.
A.	We are currently reviewing the proposed traffic staging to identify how the roundabout can be safely built while remaining open to traffic. More information will be provided to the nearby residents, businesses and community closer to the time.
Q.	With the current dates, will construction timing occur during the racing carnival and has the traffic volume impacts been considered?
A.	The project team will consider local events and traffic volumes when planning traffic changes.
Q.	Are there traffic lights on the project?
A.	There will be two signalised pedestrian crossings, one on the Gwydir Highway and one at Iolanthe Street. Traffic lights will be provided at the intersection of Clarence and Pound streets.
Q.	Has the design of the traffic lights at Clarence and Pound streets changed to multi-directional?
A.	The design of the traffic lights has not changed from the approved project design.
Q.	Can the logos on the new business signs be in order of what side the motorist is traveling from?
A.	The project team will prepare signage options for the businesses to review and provide feedback before they are finalised and manufactured.
Q.	Lighting is important as it is getting darker and motorists might not notice the signage to follow the detour.
A.	An inspection will be carried out at night to ensure the detour signs are visible to road users. We will also have electronic message boards in place a week prior to give road users time to become familiar with the detour.

Q.	Will the new car park have lighting and signage?
A.	Yes, the car park will have permanent lighting. Temporary lighting is currently in place and signage was recently installed.
	Meeting concluded at 7:15pm