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| Inner West Air Quality Community Reference Group  Meeting 15 - Minutes |

**Date:** Monday 2 December 2019

**Time:** 6.00 pm – 9.00 pm

**Location:** Lvl 6 Function Room,Brimbank Community and Civic Centre, 301 Hampshire Rd, Sunshine

**Chair:** Patsy Toop OAM (PT)

**Members:** Keith Loveridge (KL), Kristen Gilbert (KG), Ian Butterworth (IB), Christine Harris (CH), Narelle Wilson (NW), Alexandra Damasoliotis (AD), Bert Boere (BB), Clare Sheppard (CS), Geoffrey Mitchelmore OAM (GM), Louise Keramaris (LK), Chris Dunlevy (CD), Valerie Dripps (VD), Adam Fletcher (AF) (via telephone).

**Apologies:** None

**Presenter:** Paul Torre (EPA)

**Secretariat (DELWP):** Katherine Evans

**Sub-committee facilitators / scribes (DELWP):** Kyle Garland, Michelle McHugh, Eve Graham.

**Agenda items, minutes, and actions**

1. **Welcome and acknowledgement of Traditional Owners**
2. **Acceptance of Minutes**

The Minutes of the previous meeting were accepted.

1. **Actions arising from previous meeting**

**Action 15.1:** Continue to submit photos of local air pollution impacts and quotes to the Secretariat for inclusion in the report. Owner: All

1. **Analysis of West Gate Tunnel air monitoring data**

Paul Torre presented EPA’s draft analysis of this data.

CRG requested additional analysis.

1. **Timelines for completion of Report**

Members noted that further time may be required to complete the Report, to enable consideration of findings from EPA’s analysis of Westgate Tunnel air monitoring data.

**Action 15.2:** Seek a formal extension of the CRG’s term to 31 March 2020. Owner: Secretariat.

**Action 15.3:** Schedule meetings for early February to prioritise recommendations and classify them as short, medium or long term. Owner: Secretariat.

**Action 15.4:** Subject to the outcomes of Action 15.2, schedule meeting/s early March for the CRG to review and approve the final Report. Owner: Secretariat.

1. **Review of draft Report**

CRG continued to review the draft of the report, focusing on the Transport chapter.

**Action 15.5:** Secretariat to update draft Report based on comments received and recirculate. Owner: Secretariat

1. **Other business**

Next meeting is scheduled for Wednesday 18 December to commence at 6:00 pm.