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| **Date** | Monday 1 May 2023 | **Meeting No** | 52 |
| **Chair** | Chris Lovell | **Time** | 5:30pm – 6.30pm |
| **Location** | Westin Hotel / Conference Call | **Minutes** | Hill Kuttner  |

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| **Members** |  |  |
| *Present** Chris Lovell [Chair]
* Neil Hutchinson, City of Melbourne
* Karen Snyders, City of Melbourne
* Melanie Davey, Root Partnerships (St Paul’s Cathedral)
* Matthew Wong, Yarra Trams
* Robert Seear, Greater Western Water
* Denise Nakis, Dangerfield Building
* Caitlyn Marshall, ACMI
* Melanie Ashe, Flinders Quarter
* Maria Groner, Travellers Aid
* Michelle Pardo, Metro Trains
* Brendan Ryan, MBCM City
 | *Apologies** Franca Katsaris, Ham Kerr Property
* Michael Katsaris, Ham Kerr Property
* Graeme Blackman, Westin Owners Corporation
* Nazzareno Marchionda, Ross House Association
* Marg Dennis, Flinders Quarter
* Andrew Milward-Bason, Nicholas Building Association
* Michael Clarke, ALE Group
* Megan Herring, Young and Jackson Hotel
* Paul Jeffries, The Westin Melbourne
* Karl Vaitiekunas, Nicholas Building
* Michael Griffiths, Ross House Association
* Pin Ng, Clements House
* Eugénie Austin, Clements House
* Kate Blackwood, Yarra Trams
* Maree Klein, City of Melbourne
* Mark Crick, ALE Group
* Graham Jephcott, ACMI
* Mustafa Wais, Yarra Trams
* Caitlyn Marshall, ACMI
* Peter Brown, Manchester House
* Steven Weir, Lendlease
* Simon Pockley, Bible House
* Robert Sopenlehto, Bible House
 |
| **In attendance** |  |  |
| * Kate Walshe, CYP
* Melinda Kelly, CYP
* Blythe Chidgey, CYP
* David Withers, CYP
 | * Teresa Scalise, CYP Project Co
* Emmett Ahern, RPV
* Barry McGuren, RPV
* Raphael Symons, RPV
* Libby Rule, RPV
 | * Petro Tsalikis, RPV
* Tim Fullerton, RPV
* Clarice Cai, RPV
* Jenny Hoang, RPV
* Hill Kuttner, RPV [Secretariat]
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| 1. | Introductions and Welcome  |
|  | Welcome and introductions from Chris Lovell (Chair).Matters arising:* Chris Lovell welcomed members to the meeting of the Community Reference Group (CRG).
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| 2. | Outstanding Actions and Issues Register  |
|  | Matters arising: * In relation to CN6-4 and CN51-1, the Chair noted the deadline for submitting questions to CYP about legacy waste and logistics was to be extended to Friday 5 May 2023. Members were reminded to submit all questions to CYP including ones which they did not feel were answered fully as of yet. A meeting will be scheduled in June 2023 to discuss these matters further. Action CN6-4 will remain open.
* In relation to CN51-2, David Withers (CYP) gave a presentation on future works within the City Square site.
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| 3. | Presentation from Cross Yarra Partnership  |
|  | Presentation from Kate Walshe (CYP) on the project wide update.Presentation from Blythe Chidgey (CYP) on Town Hall Station update.Presentation from David Withers (CYP) on City Square lookahead.Matters arising:* In response to a member question, CYP advised the north tower crane will stay in use after the southern crane is removed as its footprint will not impact future works in City Square.

Presentation from Teresa Scalise (CYP) on Creative Program update.  |
| 4. | General feedback and items for future discussion |
|  | Matters arising: * Melanie Ash requested discussions around a waste management legacy charter remain an open issue.
* Chris advised members to submit all issues they want addressed to CYP, and these will be discussed at a follow-up meeting sometime in June 2023.
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| **5.** | **Meeting close** |
|  | * Next meeting: Monday 19 June 2023.
* The Chair reminded members of the joint CRG meeting on Tuesday 2 May 2023.
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | **DATE RAISED** | **ACTION / ISSUE** | **OWNER**  | **STATUS** | **CLOSED** |
| **C6-4** | 16 February 2018 | Provide further information on precinct waste management strategy including Royston Place design treatment. | CYP | **Open –** A stakeholder and community briefing was held on 23 March 2023. CYP will continue to provide ongoing updates.  |  |
| **CN51-1** | 27 March 2023 | CYP to email CRG members the minutes of the 23 March waste and logistics meeting, and a spreadsheet for questions to be returned by 30 April, for CYP review and discussion at the next meeting. | CYP | **Open –** Deadline has been extended to 05/05/23 and a meeting will be held in June 2023 with CYP and members to discuss the questions raised. |  |
| **CN51-2** | 27 March 2023 | CYP to provide look ahead program for City Square including strategy for managing the movement of equipment and materials once the tower cranes are removed.  | CYP | **Closed –** CYP gave a presentation on this in meeting 52. | 01/05/23 |