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| **Date** | Friday 24 July 2020 | **Meeting No** | 12 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.30am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **In attendance** |  |
| *Present** Chris Lovell [**Chair**]
* Rachael Palmer, North Melbourne Residents/North & West Melbourne Association
* Robert Seear, City West Water
* Karen Snyders, City of Melbourne
* Robert Moore, Parkville Association
* Tim Benedict, Victorian Planning Authority
* Tallia Gilarry, City of Melbourne
* Kim Norton, CYP
* Kim Mas, CYP
* Lucy Mackenzie-Worters, CYP
* Kate Masters, CYP
* Kate Rowan, CYP
* Martin Watine CYP
* Rebecca Breuer, CYP
 | * Bryanna Miller, CYP
* Danielle Smits, CYP
* Claire Johnson, RPV
* Eli Firestone, RPV
* Tim Fullerton, RPV
* Sarah Haines, RPV
* Matt van der Peet, RPV
* Mathew Collum, RPV [**Secretariat**]

*Apologies** Peter Gerrand, North & West Melbourne Association
* Peter Roberts, North Melbourne resident
* Ryan Dam, George Weston Foods
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| 1. | Introductions and welcome |
|  | Matters arising:* Chris Lovell welcomed members of the Community Reference Group (CRG).
* The CRG discussed the Outstanding Actions and Issues Register.
* In reference to P6-1, CYP advised that all site tours are to remain on hold until COVID-19 restrictions ease.
* In reference to P8-1 and P8-2, CYP advised that more information on station design for both Arden Station and Parkville Station is anticipated to be presented at the next CRG meeting in September 2020.
* In reference to P11-1, Investigation of the opportunity to host a community walk through of the completed section of tunnel between Arden Station and Parkville Station are on hold until COVID-19 restrictions ease.
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| 2. | Presentation from project contractors |
|  | Presentation by Kim Norton (CYP) on COVID-19 management protocols.Presentation by Danielle Smits (CYP) and Martin Watine (CYP) on current and upcoming works in the Parkville precinct, and by Kim Mas (CYP) on current and upcoming works in the Arden precinct.Presentation by Kim Norton (CYP) and Bryanna Miller (CYP) on tunnelling and noise and vibration.Presentation by Kim Norton (CYP) on tunnelling communications and engagement.Presentation by Kate Rowan (CYP) on sustainability.Presentation by Lucy Mackenzie-Worters (CYP) and Danielle Smits (CYP) on precinct-based communications and engagement.Presentation by Danielle Smits (CYP) on the Parkville Creative Program.Matters arising:* The CRG discussed the ongoing situation with COVID-19. CYP advised that construction activities are continuing across all precincts with a range of safety measures implemented including, mandatory face masks, regular testing of staff, social distancing and hygiene procedures. CYP highlighted that the safety and wellbeing of its team and the local community is its highest priority.
* CYP informed the CRG that an animation outlining the traffic changes at Grattan Street west is available on the Metro Tunnel Project [website](https://metrotunnel.vic.gov.au/construction/parkville/changes-to-grattan-street): (https://metrotunnel.vic.gov.au/construction/parkville/changes-to-grattan-street).
* Chris Lovell highlighted the sensitivity of the ongoing CYP works at Grattan Street west due to the close proximity to the Peter MacCallum Cancer Centre and The Royal Melbourne Hospital. Chris acknowledged the innovation and adaptability of the project and its contractors that has resulted in limited impacts on these facilities.
* The CRG discussed the progress of the Tunnel Boring Machines (TBMs) which are travelling from North Melbourne towards Parkville. CYP confirmed that TBM Joan is currently at the corner of Mary Street and Villiers Street and TBM Meg is currently at the corner of O'Shanassy Street and Curzon Street. CYP confirmed that both TBMs are progressing well.
* Rachael Palmer asked if CYP had received any community feedback or complaints associated with noise and vibration from the tunnelling works. CYP confirmed it has received feedback of tunnelling occurring from residents on a number of occasions but has not received any complaints or requests for relocation.
* Following up on a question raised at a previous CRG meeting with regards to the effect of TBMs noise and vibration on domestic pets, CYP confirmed it has received anecdotal feedback from a number of pet owners. Pet owners advised their pets were not affected by the tunnelling works as TBMs passed beneath, or adjacent to their properties.
* Robert Moore asked about the program for the break throughs of the TBMs into the Parkville station box. CYP confirmed that the breakthrough of the first TBM, Joan, is expected to occur in the first week in September 2020. CYP confirmed it will continue to provide updates as both TBMs progress.
* Rachael Palmer asked how the noise and vibration data correlates with the depth of the TBMs. CYP confirmed the closest depth the TBMs will come adjacent to a residential property is approximately 14 metres and that the data and anecdotal feedback indicates noise and vibration has remained low.
* Tallia Gilarry asked if there are any examples of the Metro Tunnel Project partnering with initiatives or programs which focus on providing local employment opportunities to people who are disadvantaged. CYP confirmed it has a number of overarching social sustainability targets. One of the key targets for CYP is to employ 10 per cent of its workforce from priority jobseekers (people who are disadvantaged or facing barriers to employment) which includes, ex automotive industry workers, mature age workers and asylum seekers. CYP confirmed that it works with delivery partners and agencies including Career Trackers, Career Seekers and Whitelion which assist in the recruitment process for priority job seekers as well as trainees and cadets.
* Robert Moore informed the CRG that he has provided the Metro Tunnel Creative Program with a DVD on the history of Parkville. Robert has also engaged with the indigenous artist Vicki Couzens who is keen to be involved in the project, particularly within the Parkville Precinct.
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| 5. | **Arden Draft Structure Plan** |
|  | Presentation by Tim Benedict (Victorian Planning Authority) on Arden draft structure plan update.Matters arising: * Rachael Palmer asked how the Victorian Planning Authority (VPA) is addressing the potential long-term effects of COVID-19 within its Arden draft structure plan, particularly with regard to the demand for high-rise residential developments. The VPA acknowledged that the current Arden draft structure plan was developed prior to the impacts associated with COVID-19. VPA confirmed that ongoing work is required to understand the potential long-term impacts which COVID-19 will have on the planning of future developments and designs for high-rise residential buildings.
* Robert Moore raised concern regarding the potential increase in traffic flowing through the precinct as a result of the Arden development. VPA acknowledged that there will be an increase in residents living and working within the precinct. VPA confirmed it has a key focus on active transport and public transport and anticipates that 90 per cent of all trips to and from Arden will be through walking, cycling, tram or train. VPA advised that a key aspect of the management of vehicle movements will be to limit and centralise car parking to the main vehicle corridors along Arden Street, Dryburgh Street and Macaulay Road. VPA also advised that as the area transitions from mainly industrial to an urbanised precinct over the next 20 to 30 years, there will be a decrease in the number of large trucks traveling through the area.
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| 6. | **General feedback and items for future discussion** |
|  | Matters arising:* Robert Moore advised that the road markings along Royal Parade for traffic turning right into College Crescent have not been reinstated and requested to be provided with the contact details of a relevant VicRoads representative. RPV confirmed it will follow up with Robert after the meeting.
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| 7. | Meeting close |
|  | Matters arising:* Next meeting 7.30am-9.30am, Friday 18 September 2020.
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**NEW ACTIONS AND ISSUES**

*No additional actions*