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| **Date** | Monday 11 November 2024 | **Meeting No** | 62 |
| **Chair** | Chris Lovell | **Time** | 5pm – 6.30pm |
| **Location** | Westin Hotel / Conference Call | **Minutes** | Jemma Erickson  |

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| **In attendance** |  |  |
| *Present** Chris Lovell [Chair]
* Neil Hutchinson, City of Melbourne
* Maree Klein, City of Melbourne
* Melanie Ashe, Flinders Quarter
* Damien De Groot, Map Co
* Peter Brown, Manchester House
* Susan Jones, A’Beckett Tower
* Hughie Nakis, Sentigini
* Robert Seear, Greater Western Water
* Matthew Kwong, Yarra Trams
* Jacqueline Sultry, Lendlease
* Kate Walshe, CYP
* Danielle Smits, CYP
* Blythe Chidgey, CYP
* Emmett Ahern, MTPO
* Regan Gilbert, MTPO
* Tim Fullerton, MTPO
* Ebony Manusama, MTPO
* Jemma Erickson, MTPO [Secretariat]
 | *Apologies** Franca Katsaris, Ham Kerr Property
* Michael Katsaris, Ham Kerr Property
* Nazzareno Marchionda, Ross House
* Marg Dennis, Flinders Quarter
* Andrew Milward-Bason, Nicholas Building
* Karl Vaitiekunas, Nicholas Building
* Michael Clarke, ALE Group
* Mark Crick, ALE Group
* Megan Herring, Young and Jackson Hotel
* Michael Griffiths, Ross House
* Kate Blackwood, Yarra Trams
* Graham Jephcott, ACMI
* Caitlyn Marshall, ACMI
* Robert Sopenlehto, Bible House
* Simon Pockley, Bible House
* Faruk Delalic, Verve Milano Building
* Barry Mate, Currie and Richards Building
* Louise Mate, Currie and Richards Building
* Anna Manarczyk, Melcorp Strata
* Anthony English, State Library Victoria
* Robert Moore, Brady Hotel
* Tony Battaglia, A’Beckett Tower
* Ross Jones, A’Beckett Tower
* Chee Wei, UEM Sunrise
* Jenna Weber, Scape
* Mark Callanan, Melbourne Central
* Robbie McGowan, RMIT
* Pin Ng, Clements House
* Eugene Austin, Clements House
* Paul Jeffries, The Westin Melbourne
* Matthew Harris, Aurora
* Alex McCormick, Aurora
* Melanie Davey, Root Partnerships (St Paul’s Cathedral)
* Brendan Ryan, MBCM
* Karen Snyders, City of Melbourne
* Terese Scalise, CYP
* Petro Tsalikis, MTPO
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| 1. | Introductions and welcome  |
|  | 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: * The CRG discussed the Outstanding Actions and Issues Register, including:
	+ In relation to C6-4, CYP provided an update on the precinct waste management strategy. CYP is developing a new design for the location of traffic system equipment which will integrate the loading dock management system. CYP anticipates the design will be available to share in the next CRG meeting.
	+ In relation to C59-1, MTPO provided an update on the reopening of Campbell Arcade. MTPO is planning a staged reopening of the area. Flinders Street Station platform lifts and sections of the Degraves underpass are forecast for reopening prior to Christmas 2024 to allow for public use during the holiday season. Remaining areas are forecast to reopen in Q1 2025.
	+ In relation to C59-4, CYP will provide a presentation update in today’s meeting.
* Melanie Ashe raised both footpath lanes are currently closed on Flinders Lane with no traffic control present. CYP and Neil Hutchinson (CoM) advised this is unrelated to MTP works.
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| 3. | Presentations |
|  | Presentation by Kate Walshe (CYP D&C) on the project wide update.Presentation by Kate Walshe (CYP D&C) on the refreshed City Square design.Presentation by Blythe Chidgey (CYP D&C) on the Town Hall Station update. Presentation by Danielle Smits (CYP D&C) on the State Library Station update. Presentation by Riley O’Farrell (CYP Project Co) on the Creative Program update. Matters arising: * Chris Lovell asked if the Yarra Trams Superstop works are complete. Matthew Kwong (Yarra Trams) confirmed Superstop works are complete at the La Trobe and Swanston Street intersection. Works at the intersection of La Trobe and Elizabeth Street will occur in 2025 with exact dates yet to be confirmed.
* Neil Hutchinson (CoM) asked if Scape could be invited to present to the CRG as the Oversite Developer for CBD North. CYP agreed Scape could be invited to present at a future CRG meeting through the CRG. MTPO to invite Scape to present on the OSD at a future CRG meeting.
* Peter Brown requested clarification on trees in the City Square design. CYP advised trees adjacent to the street are pre-existing, while those in planter boxes will be new. CoM advised new trees are typically planted from 100L pots.
* Melanie Ashe asked if there are plans for a retail space in City Square. CYP confirmed plans for retail spaces at City Square.
* Melanie Ashe asked if the retail space formally occupied by Brunetti is owned by CoM. Neil Hutchinson (CoM) and CYP confirmed the retail space is now project owned.
* Melanie asked for information in relation to leasing of the retail space formally occupied by Brunetti. MTPO confirmed the retail space will be returned to CoM in the future and additional information will be available once the agreement is finalised.
* Peter Brown asked if City Square will be paved, noting concerns that a paved surface will warm significantly in hot weather. CoM advised it intends to introduce as much planting as possible, and landscaping options are being explored.
* CYP confirmed the reimagined Mockridge fountain will be an LED display and will not contain water.
* Melanie Ashe asked if the completed internal station design would be presented at the CRG. CYP advised this will be included in future updates.
* Chris Lovell asked to what height CYP will construct Town Hall Station at the Flinders OSD prior to handover to Lendlease. CYP confirmed it will build to mezzanine level.
* Peter Brown requested clarification on the tower structure in photographs of Town Hall Station. CYP confirmed this is a ventilation system.
* Peter Brown asked if station escalators will be reversable. CYP confirmed station escalators will be reversible, with the majority running directional to peak station traffic.
* Peter Brown asked about the extent of road closures in Flinders Lane for Citipower works. Neil Hutchinson (CoM) advised that the works are unrelated to MTP and CoM is developing an infrastructure management plan.
* CYP clarified the closure of the City Square/Swanston Street southbound tram stop will not prevent trams travelling between Collins Street and Flinders Street. Trams will continue to travel southbound on Swanston Street but will not stop at City Square.
* Peter Brown requested an update on construction site shutdown periods for the 2024-2025 holiday period. CYP confirmed construction sites will be closed from 20 December 2024 to 13 January 2025.
* Melanie Ashe asked if a date has been confirmed for the reopening of City Square. CYP advised no date is currently confirmed, however City Square is expected to reopen in line with the opening of the Metro Tunnel in 2025.
* Neil Hutchinson (CoM) requested an update on upcoming works at Federation Square. CYP confirmed the removal of the site sheds are expected to commence in December 2024.
* The CRG discussed upcoming road closures to Flinders Street to allow the removal of the Federation Square acoustic shed. CYP confirmed long-term closures will commence in early 2025, though short-term closures may occur prior for preparation works.
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| C62-1 | MTPO to invite Scape to present on the OSD at a future CRG meeting. |
| 4. | General feedback and items for future discussion |
|  | Matters arising: * Melanie Ashe asked when CBD CRG meetings are expected to conclude. CYP advised this has yet to be confirmed for CBD precincts as construction works remain ongoing.
* Damian De Groot asked if an opening event is planned for Federation Square. CYP advised this has yet to be confirmed.
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| **5.** | **Meeting close** |
|  | * The next meeting will be in February 2025. MTPO to confirm the date with CRG attendees.
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | **ACTION / ISSUE** | **OWNER**  |
| **C62-1** | MTPO to invite Scape to present on the OSD at a future CRG meeting. | MTPO |