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| **Date** | Friday 28 July 2023 | **Meeting No** | 31 |
| **Chair** | Chris Lovell | **Time** | 7.30 – 9:00am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **In attendance** |  |
| *Present*   * Chris Lovell [Chair] * Peter Gerrand, North & West Melbourne Association * Robert Seear, Greater Western Water * Robert Moore, Parkville Association * Rachael Palmer, North Melbourne Residents Association * Karen Snyders, City of Melbourne * Christian Green, CYP * Cameron Fields, CYP * Danielle Smits, CYP * Rod Kerr, CYP * Dan Young, CYP * Patrick Walsh, CYP * Claire Johnson, RPV * Justin Gale, RPV * Tim Fullerton, RPV * Toph Papasidero, RPV * Rhamin Azizi, RPV * Raj Thurman, RPV * Peter Wills, RPV * Mathew Collum, RPV [Secretariat] | *Apologies*   * Tim Benedict, Victorian Planning Authority * Tallia Gilarry, City of Melbourne * Rod Johnston, George Weston Foods * Maree Klein, City of Melbourne |

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| 1. | Introductions and welcome |
|  | Matters arising:   * Chris Lovell welcomed members of the Community Reference Group (CRG). |
| 2. | Outstanding Actions and Issues Register |
|  | Matters arising:   * The CRG discussed the Outstanding Actions and Issues Register.   + In relation to item 30-1, RPV advised that it will provide ongoing updates to the CRG regarding operational compliance. RPV will also continue to investigate whether there is scope for a future community consultative committee and will provide an update closer to the project completion date.   + In relation to item 30-2, CYP confirmed the community site visit to Arden Station will be held on 16 October 2023. RPV will send an email to CRG members with more information prior to the tour. |
| 3. | Presentation from project contractors |
|  | Presentation by Christian Green (CYP) on the project-wide construction update.  Presentation by Christian Green (CYP) and Cameron Fields (CYP) on the North Melbourne construction update.  Presentation by Christian Green (CYP) on the intake substation construction update.  Presentation by Patrick Walsh (CYP) on the Parkville construction update and reinstatement and public realm works.  Presentation by Danielle Smits and Christian Green (CYP) on precinct-based communications and engagement.  Matters arising:   * Peter Gerrand (North & West Melbourne Association) asked about the purpose of the Distributed Antenna System (DAS) which is currently being installed at Arden Station. CYP advised that the DAS provides mobile phone reception inside the station. * Peter Gerrand asked whether the information presented by CYP during today’s presentation will be made public. RPV advised that the presentation slides will be published online with the minutes in due course for the public to view. Robert Moore (Parkville Association) asked about the reinstatement of Grattan Street and construction of tram super stops on Royal Parade. CYP advised their scope of work is to reinstate Grattan Street with one lane of traffic in each direction. CYP also confirmed a tram occupation will take place towards the end of 2023 to construct tram super stops on Royal Parade. * Robert Moore noted Greater Western Water is currently upgrading the underground water mains in the area. CYP confirmed it is liaising with Greater Western Water regarding the logistics for these works and noted these works are not part of the Metro Tunnel Project. |
| 4. | **General feedback and items for future discussion** |
|  | Matters arising:   * Robert Moore advised that the Parkville Association is working with the Metro Tunnel Creative Program to finalise the storyboards for the new historical hoarding along Barry Street. * Robert Moore noted CYP has organised a visit to Parkville Station for Parkville Association members in September and thanked CYP for their efforts. * Robert Moore acknowledged the Parkville Station site team for their friendly and positive attitude, as well as keeping the site well maintained. * Robert Moore raised the opportunity to organise face-to-face CRG meetings. RPV advised that it plans to continue to hold CRG meetings online but also arrange regular site visits. Peter Gerrand raised the opportunity to arrange a face-to-face CRG meeting once a year, noting the convenience of the online meetings. RPV acknowledged the feedback. * Peter Gerrand advised that he is continuing to work with City of Melbourne to identify a potential new site for the Arden historical art panels once Project hoardings on Laurens Street come down. * Rachael Palmer (North Melbourne Residents Association) requested the project provide regular updates on the noise and vibration monitoring data collected during train testing, as well as the location of the monitoring devices. Peter Wills (RPV) and Danielle Smits (CYP) agreed to follow up Rachael Palmer following the meeting to provide more information. |
| 5. | Meeting close |
|  | Matters arising:   * The next meeting will be online on Friday 22 September 2023 at 7.30am. |

**NEW ACTIONS AND ISSUES**

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| # | **ACTION / ISSUE** | **OWNER** |
| **31-1** | Peter Wills (RPV) and Danielle Smits (CYP) to contact Rachael Palmer (North Melbourne Residents Association) to discuss the noise and vibration monitoring data collected during train testing. | RPV / CYP |