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| **Date** | Monday 05 May 2025 | **Meeting No** | 64 |
| **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
* Karen Snyders, City of Melbourne
* Damien De Groot, Map Co
* Peter Brown, Manchester House
* Robert Seear, Greater Western Water
* Denise Nakis, Sentigini
* Matthew Kwong, Yarra Trams
* Ross Jones, A’Beckett Tower
* Susan Jones, A’Beckett Tower
* Melanie Ashe, Flinders Quarter
* Maria Groner, Traveller’s Aid
* Kate Walshe, CYP
* Riley O’Farrell, CYP
* Rebecca Smith, CYP
* Dan Young, CYP
* Josie Rees, CYP
* Emmett Ahern, MTPO
* Barry McGurren, MTPO
* Minh Le, MTPO
* Danielle Koroneos, 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
* Simon Pockley, Bible House
* Eugene Austin, Clements House
* 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
* 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
* Chee Wei, UEM Sunrise
* Jenna Weber, Scape
* Mark Callanan, Melbourne Central
* Robbie McGowan, RMIT
* Pin Ng, Clements House
* Paul Jeffries, The Westin Melbourne
* Matthew Harris, Aurora
* Alex McCormick, Aurora
* Melanie Davey, Root Partnerships (St Paul’s Cathedral)
* Hughie Nakis, Sentigini
* Brendan Ryan, MBCM
* Jacqueline Sultry, Lendlease
* Terese Scalise, CYP
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| 1. | Introductions and welcome  |
|  | Chris Lovell welcomed members to the meeting of the Community Reference Group (CRG). |
| 2. | Outstanding Actions and Issues Register  |
|  | Matters arising: * The CRG discussed the Outstanding Actions and Issues Register, including:
	+ In relation to C6-4, CYP anticipates an update will be available to share in the next CRG meeting.
	+ In relation to C59-1, an update was provided in item 3. The CRG agreed to close the action item.
	+ Ross Jones asked if the council waste management plan has been considered in relation to MTP stations. CoM advised the council waste management plan has been raised in ongoing discussions.
	+ In relation to C62-1, Scape is expected to present to the CRG in the August 2025 meeting.
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| 3. | Presentations |
|  | Presentation by Kate Walshe (CYP D&C) on the project wide update.Presentation by Dan Young (CYP D&C) on the Town Hall Station update. Presentation by Rebecca Smith (CYP D&C) on the State Library Station update. Presentation by Riley O’Farrell (CYP Project Co) on the Creative Program update. Matters arising: * The CRG discussed the La Trobe Street foyer and the State Library Station layout. MTPO clarified the location of the CBD North oversite development (OSD) site.
* Susan Jones requested clarification on dates for use of the mobile crane at A’Beckett Street and impacts on residential parking. CYP provided the relevant information after the CRG meeting end.
* Chris Lovell raised signage at the entrance of Bowen Lane in relation to road and footpath closures is not clear. CYP agreed to look into the matter.
* Ross Jones asked if Franklin Street will be open to two-way traffic. CoM and CYP confirmed Franklin Street will be open to traffic in both directions.
* The CRG discussed the Town Hall Station layout and entrances.
	+ Peter Brown requested clarification on the location of ticketing gates in Campbell Arcade. CYP advised the public can still access retail spaces without touching on. Neil Hutchinson noted the relevant information is available on the Big Build website.
	+ Chris Lovell requested a document outlining the station layout and entrances.
* Peter Brown asked how many retail tenancies will be located in Campbell Arcade. MTPO advised there are eight retail tenancies within Campbell Arcade. The EOI for tenancies at Campbell Arcade was recently closed and successful applicants are being determined. MTPO advised it is targeting a mid-2025 reopening for Campbell Arcade. Peter Brown asked what will be placed in display cabinets. MTPO advised it is currently in discussions with\ MTM in relation to window displays.
* Peter Brown requested updates be provided in relation to any future footpath closures, particularly in relation to the Swanston Street and Flinders Lane pavement reinstatement. CYP advised any future closures will be communicated to CRG attendees and local businesses.
* Peter Brown requested clarification on the timeline for the CoM footpath closure (non-MTP) on Swanston Street. CoM confirmed works will cease this week and recommence for a brief period in June 2025.
* Chris Lovell asked when an update will be available in relation to accepted businesses at the Campbell Arcade retail spaces. MTPO advised it does not currently have a timeline as the process is managed by MTM.
* Melanie Ashe asked what vinyl artwork installed on construction hoardings is used for after removal. CYP-Project Co confirmed the artwork is recycled into bags to be distributed at community events and activations. Melanie Ashe asked if local businesses could be supplied with the vinyl artwork to create their own bags. CYP-Project Co requested Melanie enquire via email to allow follow-up.
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| C64-1 | CYP to review signage at the entrance of Bowen Lane in relation to road and footpath closures for clarity. |
| C64-2 | MTPO to provide a document outlining the Town Hall station layout and entrances. |
| C64-3 | CYP to provide a render of the planned design for the Federation Square entrance to Town Hall Station. |
| 4. | General feedback and items for future discussion |
|  | Matters arising:* Melanie Ashe requested an update on the creative program for Town Hall Station. CYP advised plans for legacy artwork at Town Hall Station are being finalised. Any updates prior to the August 2025 meeting will be distributed to CRG attendees.
* Peter Brown asked for an update on the MTP opening date. The Project confirmed it remains on track to open in 2025.
* Ross Jones raised reports of hospitals in the Parkville precinct being affected by vibration resulting from MTP. The Project advised planned scheduled testing is progressing well for operational vibration levels in the Parkville precinct.
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| **C64-4** | CYP to provide an update on legacy artwork at Town Hall Station.  |
| **5.** | **Meeting close** |
|  | * The next meeting will be on 4 August 2025.
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | **ACTION / ISSUE** | **OWNER**  |
| **C64-1** | CYP to review signage at the entrance of Bowen Lane in relation to road and footpath closures for clarity. | CYP |
| **C64-2** | MTPO to provide a document outlining the Town Hall station layout and entrances. | MTPO |
| **C64-3** | CYP to provide a render of the planned design for the Federation Square entrance to Town Hall Station. | CYP |
| **C64-4** | CYP to provide an update on legacy artwork at Town Hall Station.  | CYP |