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| **Date** | Friday 28 January 2022 | **Meeting No** | 42 |
| **Chair** | Chris Lovell | **Time** | 8:00am – 9.20am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **Members** |  | |  |
| *Present*   * Chris Lovell [**Chair**] * Rob Moore, City of Melbourne * Melanie Ashe, Flinders Quarter * Simon Pockley, Bible House * Maria Groner, Travellers Aid * Peter Brown, Manchester House * Pin Ng, UniLodge * Robert Seear, CityWest Water * Graeme Blackman, Westin Owners Corporation * Brendan Ryan, MBCM City * Mark Crick, ALE Group * Denise Nakis, Dangerfield Building * Robert Sopenlehto, Bible House | | *Apologies*   * Sara Parmar, Yarra Trams * Franca Katsaris, Ham Kerr Property * Michael Katsaris, Ham Kerr Property * Kim Hutchinson, City West Water * Nazzareno Marchionda, Ross House Association * Rob Richards, Dangerfield Building * Marg Dennis, Flinders Quarter * Andrew Milward-Bason, Nicholas Building Association * Graham Jephcott, ACMI * Elizabeth Beal, ACMI * Debra Watts, The Westin Melbourne * Emily Kropf, St Paul’s Cathedral * Ben McEntee, CityWest Water * Sam Zanetti, Yarra Trams * Michael Clarke, ALE Group * Andrew Wilkinson, Young and Jackson Hote * Paul Jeffries, The Westin Melbourne * Karen Snyders, City of Melbourne * Neil Hutchinson, City of Melbourne * Marree Klein, City of Melbourne * Calum Smyth, City of Melbourne * Eugénie Austin, UniLodge * Michael Griffiths, Ross House Association * Caitlyn Marshall, ACMI * Kate Blackwood, Yarra Trams * Karl Vaitiekunas, Nicholas Building * Mustafa Wais, Yarra Trams | |
| **In attendance** |  | | **Sa** |
| * Blythe Chidgey, CYP * Mary Parker, CYP * Dan Young, CYP * Kate Walshe, CYP * Steven Weir, CYP * Kate Garvey, CYP | * Andrew Cox, CYP * Sandra Lo, CYP * Pavel Komarov, CYP * Jamie Baker, MTM * Gordan Badham, RPV * Shane Brown, RPV * Marc Laurin, RPV | | * Raphael Symons, RPV * Tyson Garlick, RPV * Barry McGuren, RPV * Tim Fullerton, RPV * Emmett Ahern, RPV * Mathew Collum, RPV [Secretariat] |

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| 1. | Introductions and Welcome – Outstanding Actions and Issues Register |
|  | Welcome and introductions from Chris Lovell (Chair).  Matters arising:   * Chris Lovell welcomed members to the meeting of the Community Reference Group (CRG). * The CRG discussed the Outstanding Actions and Issues Register, including:   + In relation to C6-4, CYP confirmed it will continue to give quarterly updates on precinct waste management strategy as more information becomes available.   + In relation to CS33-1, CYP advised that the design process for the Town Hall Station Oversite Development (OSD) is ongoing and CYP is targeting the next CRG meeting to provide an update on the timeline for when the design will be presented to the CRG. CYP is also keen to share some information from the Heritage Interpretation Study with the CRG. Melanie Ashe requested that the future CRG presentation from Lendlease on the OSD design includes information about the plans for the Flinders Street hoarding and timelines for future street closures. CYP agreed to follow up on this matter.   + In relation to CS41-2 and CS41-3, CYP confirmed that Andrew Cox (CYP) will present an update on upcoming works and hoarding heights on Flinders Street during today’s presentation. |
| 2. | Presentation from Cross Yarra Partnership |
|  | Presentation from Kate Walshe (CYP) on Metro Tunnel Project overview.  Presentation from Mary Parker (CYP) on the Creative Program.  Presentation from Blythe Chidgey (CYP), Andrew Cox (CYP) and Kate Walshe (CYP) on Townhall Station update.  Presentation from Kate Garvey (CYP) on City Square traffic changes.  Presentation from Andrew Cox (CYP) on Flinders Link, Flinders Street Staging.  Matters arising:   * Peter Brown asked about the plans for the City Square site following the removal of the acoustic shed. CYP advised that the area will continue to be a construction site and the hoarding will remain in place. Works will continue for 2 to 3 years before being handed back as a public space. Simon Pockley asked about the timing for the installation of the cranes in relation to the removal of the acoustic shed. CYP advised that there will be some modifications to the northern and southern ends of the acoustic shed to make way for the installation of the two tower cranes. The cranes will then be used to dismantle the acoustic shed. * The CRG discussed the upcoming closure of Collins Street (west bound) during the works to partially dismantle the northern end of the acoustic shed.   + Peter Brown asked about the timing of the road closure on Collins Street. CYP confirmed that the street will be closed during the night shift from around 8pm to 6am, outside of these hours the street will be open.   + Graeme Blackman asked about the route of the traffic diversion during the times that the road is closed. CYP advised that the main detour signs will direct traffic to use Flinders Street. Graeme recommended CYP to consider a strategy to prevent traffic from using Flinders Lane. Robert Sopenlehto raised the opportunity to consider temporarily installing ‘Local Traffic Only’ signage on the intersection of Russell Street and Flinders Lane. CYP acknowledged the feedback and agreed to review its detour strategy.   + Melanie Ashe raised the shared pedestrian area of Flinders Lane between Russell Street and Elizabeth Street is becoming confusing and traffic is not abiding by the 20km/h speed limit. City of Melbourne (CoM) acknowledged the feedback relating to Flinders Lane and agreed to follow up on the issue with its Traffic Team. * Graeme Blackman asked about the location and duration of the closure of the Collins Street southern footpath during the tower crane install works at the City Square site. CYP advised that there will be a full footpath closure in place in front of the site and traffic control will be placed at Russel Street to direct pedestrians to the northern footpath on Collins Street or down to Flinders Lane. CYP advised that the closure will likely take place during the day shift from 7am to 6pm. Graeme raised the potential issues that may arise due to the area being very busy with pedestrians, particularly for senior and disabled residents. CoM acknowledged the potential impacts that the footpath closure will have on residents for the 10-day period, however advised that its Traffic Team has closely reviewed the strategy with CYP, and the current strategy was deemed the best solution. CoM advised it will continue to monitor the situation and changes may be made. Graeme requested to be informed of any changes as soon as possible. * Peter Brown asked if the Flinders Street one lane closure for driveway works at Federation Square and the equipment demobilisation in February 2022 would coincide with the closure of Collins Street (west bound) during the works to partially dismantle the northern end of the acoustic shed. CYP advised that the driveway works will occur during the day shift, and it will ensure that the Flinders Street equipment demobilisation does not clash with other road closures. * Melanie Ashe asked about pedestrian wayfinding during the upcoming Flinders Link site works. CYP advised that it is likely to engage a third-party contractor to assist in managing the wayfinding. CYP confirmed it will set up meetings with Melanie and Denise Nakis (Dangerfield Building) to discuss the plans. Denise Nakis asked if there will likely be any disruption to services (water) during these works. CYP confirmed there won’t be any disruptive to services. |
| 3. | General feedback, items for future discussion and meeting close. |
|  | Matters arising:   * Chris Lovell provided an update on his review of the CRG Terms of Reference, including the groups intended purpose and functions. Chris advised that whilst overall the CRG is functioning as intended, he has raised the need for more timely and accurate information being provided by CYP. CYP confirmed it is committed to meeting these expectations. |
| **4.** | **Meeting close** |
|  | Next meeting 11 March 2022 8.00am-9.30am, |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

*No actions recorded*