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| **Date** | Friday 14 June 2019 | **Meeting No** | 4 |
| **Chair** | James Tonkin (Acting) | **Time** | 7.30am – 9.30am |
| **Location** | The Larwill Studio, Parkville | **Minutes** | Alana Clarke |

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| **In attendance** |  |
| *Present*   * James Tonkin [**Chair**] * Rachael Palmer, North Melbourne Residents/North & West Melbourne Association * Robert Moore, Parkville Association * Sam Aitchison, CityWest Water * Karen Snyders, City of Melbourne * Ryan Dam, George Weston Foods * David O’Connor, CYP * Alex Keppell, CYP * Kim Mas, CYP | * Kim Norton, CYP * James Hamilton, CYP * Josh Coleman, RPV * Jessica Foulds, RPV * Courtney Gleeson, RPV * Barry McGuren, RPV * Alana Clarke, RPV [**Secretariat**]   *Apologies*   * Peter Gerrand, North & West Melbourne Association * Eli Firestone, RPV |

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| 1. | Introductions and welcome |
|  | Matters arising:   * James Tonkin (RPV) advised that he will act as chair for the CRG meeting as Chris Lovell is unavailable. * James Tonkin provided the CRG with an update on the release of the Victorian Auditor General report into the early works phase of the Metro Tunnel project. * The Community Reference Group (CRG) discussed the Outstanding Actions and Issues Register. * In relation to Action 2-1, City of Melbourne advised temporary solution cost estimate has been provided to RPV. RPV advised it has agreed to reimburse City of Melbourne for these works. Robert Moore asked for the timing of this and RPV and City of Melbourne advised this is to be confirmed. |
| 2. | Parkville construction update |
|  | Presentation by Alex Keppell (CYP) on construction in the Parkville precinct and the Parkville precinct creative program.  Matters arising:   * Robert Moore raised a press release advising Trinity College will be building on part of the City Ford site in Elizabeth Street. CYP confirmed the City Ford site will be used for truck stabling for the duration of the project. RPV advised there are ongoing discussions with the land owner University of Melbourne regarding the City Ford site and is not aware of anything confirmed. ***Post meeting note:*** *The above relates to another Elizabeth Street address and is not the City Ford site.* * Robert Moore raised the legacy artwork program for Parkville Station and queried how the Aboriginal heritage in the Parkville precinct will be reflected. RPV confirmed that the Metro Tunnel Project team is working with Traditional Owners as part of the Legacy Artwork Program including a line-wide commission and confirmed that a senior Victorian Indigenous curator is on the Metro Tunnel arts advisory panel. Robert Moore also asked what opportunity there was for Parkville community to contribute to the legacy artwork of the new stations. CYP advised the Parkville commission will be by a direct invitation process that is currently underway. CYP advised there is opportunity for stakeholders to submit a maximum of two pages that will be included as supplementary information in the briefing pack that will be provided to the selected artist and it will be up to the selected artist how they choose to consider this. RPV to provide Rob a link to the Metro Tunnel Legacy Artwork Program is available on the website, including advisory panel members. |
| 3. | **Arden construction update** |
|  | Presentation by Kim Mas (CYP) on Arden construction.  Presentation by Kim Norton (CYP) on upcoming cross passage ground improvement works on Lothian Street with more information to be provided at the August CRG following engagement with directly impacted residents and businesses.  Matters arising: Nil. |
| 4. | **Tunnelling and environmental management update** |
|  | Presentation by James Hamilton (CYP) on tunnelling and environmental management.  Matters arising:   * Rachael Palmer raised living room basements in the North Melbourne area. CYP confirmed that it has taken basement rooms into account and the communications and engagement activities prior to tunnelling in the area would focus on making sure residents along the alignment are aware of what is happening and what they can expect. * The CRG discussed Tunnel Boring Machine (TBM) retrieval at the Metro Tunnel Western Portal. CYP confirmed that only part of the TBM will be retrieved from the tunnel at this stage and clarified that most of the machine will be dragged back through the tunnel * RPV provided an update on strata acquisition advising timings presented at the last CRG meeting for pre-divestment letters has changed and these are now scheduled for mid to late July, six weeks prior to divestment. |
| 5. | Community and stakeholder update |
|  | Presentation by Kim Norton (CYP) on community and stakeholder relations.   * Matters arising: Nil. |
| 8. | General feedback and items for future discussion |
|  | Matters arising:   * Rachael Palmer raised final maps of the tunnel alignment. CYP confirmed maps are being verified and are likely to be on the website by the end of June 2019. * Karen Snyders raised heritage interpretation in station legacy design as council has received questions about how this will be reflected in the new stations. RPV agreed to provide further information at a future meeting. |
| P4-1 | Present on heritage interpretation in legacy design. |
| 9. | Meeting close |
|  | Matters arising:   * Next meeting 7.30am-9.30am, Friday 2 August 2019 at the Larwill Studio, Parkville. |

**NEW ACTIONS AND ISSUES**

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| # | ACTION | OWNER | STATUS |
| **P4-1** | Present on heritage interpretation in legacy design. | RPV | Open |