|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | Friday 11 February 2022 | **Meeting No** | 22 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 8.30am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

|  |  |
| --- | --- |
| **In attendance** |  |
| *Present*   * Chris Lovell [Chair] * Robert Seear, City West Water * Karen Snyders, City of Melbourne * Peter Gerrand, North & West Melbourne Association * Robert Moore, Parkville Association * Danielle Smits, CYP * Jordan Turner, CYP * Rob Mair, CYP * Mary Parker, CYP * Hannah English, RPV | * Claire Johnson, RPV * Raj Thurman, RPV * Eli Firestone, RPV * Tim Fullerton, RPV * Tyson Garlick, RPV * Emma Keech, RPV * Mathew Collum, RPV [Secretariat]   *Apologies*   * Tim Benedict, Victorian Planning Authority * Tallia Gilarry, City of Melbourne * Rod Johnston, George Weston Foods * Rachael Palmer, North Melbourne Residents Association |

|  |  |
| --- | --- |
| 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 action P11-1, CYP confirmed it is currently exploring opportunities to host Community Days and tours of the Metro Tunnel Project sites as soon as possible.   + In relation to P17-1, CYP advised that it is in the process of resolving a number of issues relating to the Intake Substation (ISS), including the design of the fence that runs adjacent to the shared user path, as well as building screening. CYP confirmed it will set up a separate session to present the complete ISS design to North and West Melbourne Association once these outstanding elements have been finalised, and then also present the design at a future CRG meeting to close out the action. CYP extended the invitation to attend the separate session to City of Melbourne. Peter Gerrand raised the importance of ISS facade design facing the creek being compatible with trees and shrubs in the area. Peter raised the opportunity to paint the facade light green in order to maintain the visual amenity. CYP acknowledged the feedback regarding the façade colour and noted that the architectural fence will screen off the majority of the concrete precast which is currently visible from the shared user path. |
| 3. | Presentation from project contractors |
|  | Presentation by Danielle Smits (CYP) on the project-wide construction update.  Presentation by Danielle Smits (CYP) on the Parkville construction update.  Presentation by Jordan Turner (CYP) on the Arden construction update.  Presentation by Danielle Smits (CYP) on an overview of Cross Passage construction works.  Presentation by Mary Parker (CYP) on the Creative Program update.  Presentation by Danielle Smits (CYP) and Jordan Turner (CYP) on precinct-based communications and engagement.  Matters arising:   * Peter Gerrand asked a number of questions on station operations once they open to the public, relating to emergency services access to the underground station platforms, backup power for lighting, and whether simulations of emergency situations will be undertaken prior to the stations opening. CYP advised that these elements had been considered during the design of each station and that as the operational station will be handed over to Metro Trains Melbourne (MTM) they will have detailed plans in place for a wide range of emergency scenarios. CYP noted that there is a requirement for the elevators in the station to be sized to fit a stretcher. CYP confirmed it will advise MTM that the CRG has raised a number of operational questions. * Peter Gerrand asked whether there will be an opportunity for community representatives to engage with MTM and provide feedback on operational issues once the Metro Tunnel Project construction phase is completed and MTM is undertaking its testing phase. Chris Lovell advised that this is not currently included as part of the scope of the CRG. CYP advised that working groups have been established to map out the stakeholder engagement transition following the completion of the civil construction through to when the stations open to the public. * Robert Moore asked about the timeline for reopening Grattan Street and the tram super stop works. CYP advised that there is still a significant amount of public realm legacy works to complete and the date for reopening the road has not yet been confirmed. CYP noted that tram super stop works on Royal Parade are scheduled to commence in late 2023. * Chris Lovell asked about the status of the project wide legacy artwork. CYP advised that it is in the process of filming behind the scenes footage for the legacy artwork and it will present the content to the CRG in the coming months. |
| 4. | **General feedback and items for future discussion** |
|  | Matters arising:   * Robert Moore advised that the City of Melbourne is commencing a heritage study on Parkville from 16 February 2022 until mid-March 2022. CYP noted this may be helpful in developing a historical timeline of Parkville, to be created as part of the Metro Tunnel Creative Program with assistance from Parkville Association. * Robert Moore raised the opportunity for Danielle Smits (CYP) to present an update on the Metro Tunnel Project at the upcoming Parkville Association meeting on 21 March 2022. |
| 5. | Meeting close |
|  | Matters arising:   * Next meeting 7.30am-9.30am, Friday 8 April 2022. |

**NEW ACTIONS AND ISSUES**

*No new actions*