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| **Date** | Friday 15 November 2024 | **Meeting No** | 38 |
| **Chair** | Chris Lovell | **Time** | 7.30 – 8:30am |
| **Location** | Zoom | **Minutes** | Jemma Erickson |

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| **In attendance** |  |
| *Present** Chris Lovell [Chair]
* Robert Moore, Parkville Association
* Rachael Palmer, North Melbourne Residents Association
* Peter Gerrand, North & West Melbourne Association
* Karen Snyders, City of Melbourne
* Robert Seear, Greater Western Water
* Danielle Smits, CYP
* Dan Young, CYP
* Rod Kerr, CYP
* Regan Gilbert, MTPO
* Claire Johnson, MTPO
* Tim Fullerton, MTPO
* Will Keane, MTPO
* Matt van der Peet, MTPO
* Jemma Erickson, MTPO [Secretariat]
 | *Apologies** Tim Benedict, Victorian Planning Authority
* Tallia Gilarry, City of Melbourne
* Rod Johnston, George Weston Foods
* Maree Klein, City of Melbourne
* Richard Greig, City of Melbourne
* Teresa Scalise, CYP
* Kate Walshe, CYP
* Alex Pullman, MTPO
* Brett Purcell, CYP
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| 1. | Introductions and welcome |
|  | Matters arising:* Chris Lovell welcomed members of the Community Reference Group (CRG).
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| 2. | Outstanding Actions and Issues Register |
|  | The CRG discussed the Outstanding Actions and Issues Register. Matters arising:* In relation to item 30-1, MTPO confirmed there are no plans for a consultative committee focusing on Metro Tunnel operations. MTPO advised it will ensure a thorough handover of the precinct’s stakeholders and their particular interests to Metro Trains Melbourne (MTM) before Day 1.
* Robert Moore asked how long the CYP team will be available as a contact point for CRG members. MTPO current project contacts are expected to be available until Day 1, and possibly for a period beyond. Rachael Palmer noted it would be helpful to have MTM’s customer contact details before Day 1. MTPO confirmed these will be provided. The CRG agreed to close the action item.
* In relation to item 35-1, MTPO advised information about future bus routes along Laurens Street is not yet available. Timetable changes such as those being planned by the Department of Transport and Planning (DTP) to account for the new stations and Metro Tunnel services are usually communicated at least one month in advance. The CRG agreed to close the action item, and MTPO agreed to pass information onto CRG members once it is available from DTP.
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| 3.  | Presentation from project contractors |
|  | Presentation by Danielle Smits (CYP) on the project wide construction update.Presentation by Dan Young (CYP) on the North Melbourne construction update.Presentation by Danielle Smits (CYP) on the Parkville construction update.Matters arising: * Peter Gerrand asked what will occupy the OSD at State Library Station. CYP confirmed Scape student accommodation will be constructed above the station. Construction on the OSD will commence once the station proper is complete and will continue beyond Day 1.
* The CRG discussed the progress of the MTP CBD stations and next steps for the project, including Testing and Commissioning (T&C).
* Peter Gerrand asked if a date has been confirmed for MTP Day 1. MTPO advised MTP is on track to open in 2025.
* Robert Moore asked if CRG members will have an opportunity to participate in test train rides. MTPO advised this is yet to be determined as availability for test train rides is extremely limited. MTPO will contact CRG members with further information about any available activities in the lead up to Day 1.
* Chris Lovell advised Rob Mair (CYP) has moved on from the project. Dan Young (CYP) will assume Rob’s responsibilities in relation to CRG forums.
* Peter Gerrand requested clarification on green areas at Arden Station to be returned to VicTrack. CYP confirmed handback of the green land has occurred. Handback of the space occupied by project offices is expected in 2025.
* Robert Moore asked what the retail space in the chiller plant building at Parkville will be used for. CoM advised this has yet to be determined.
* Peter Gerrand asked if ownership of University Square will change after handback. MTPO confirmed this is Crown land and is not anticipated to change ownership.
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| 4.  | **General feedback and items for future discussion** |
|  | Matters arising: Nil. |
| 5. | Meeting close |
|  | Matters arising:* With construction complete in Arden and Parkville, this will be the last regularly scheduled CRG meeting. The CRG can reconvene on an ad hoc basis as required, in addition to further combined reference group information sessions, which will take place in the lead up to Metro Tunnel Day 1.
* The CRG attendees thanked CYP and MTP for their engagement over the course of the project.
* CYP, MTPO, and the CRG attendees thanked Chris Lovell for his contributions to the CRG.
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**NEW ACTIONS AND ISSUES**

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| # | **ACTION / ISSUE** | **OWNER**  |
|  | Nil. |  |