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| **Date** | Friday 13 September 2019 | **Meeting No** | 6 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.30am |
| **Location** | 766 Elizabeth Street, Melbourne | **Minutes** | Alana Clarke |

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| **In attendance** |  |
| *Present*   * Chris Lovell [**Chair**] * Rachael Palmer, North Melbourne Residents/North & West Melbourne Association * Robert Moore, Parkville Association * Karen Snyders, City of Melbourne * Jacqui Mott, CYP * Kim Norton, CYP * Peter Hunt, CYP * Kate Masters, CYP * Adam Gorny, CYP | * Jordan Di Stefano, RPV * Jessica Foulds, RPV * Eli Firestone, RPV * Shane Brown, RPV * Alana Clarke, RPV [**Secretariat**]   *Apologies*   * Ryan Dam, George Weston Foods * Sam Aitchison, City West Water * Peter Gerrand, North & West Melbourne Association * Kim Hutchinson, City West Water |

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| 1. | Introductions and welcome |
|  | Matters arising:   * The Community Reference Group (CRG) discussed the Outstanding Actions and Issues Register. * RPV provided an update on underground strata divestment. Pre-divestment letters are currently expected to be sent in mid-October 2019, with letters advising of divestment scheduled for six weeks after. * RPV provided an update on the status of the Legacy Artwork Program. RPV advised a recommendation for the Line-wide artist has been made to the Minister for Transport Infrastructure for consideration and this is expected to be announced soon. The recommendation is based on advice from the Metro Tunnel Arts Advisory Panel. RPV advised that after the line-wide artist is appointed, the shortlist of artists for North Melbourne Station will be determined and then briefed by CYP. The information provided by NWMA will be included as part of the briefing pack for shortlisted artists. The shortlisted artists will then spend time developing their concepts that will be assessed by the Panel. RPV will provide further updates to the CRG when they are available expected to be early next year. * In relation to P2-1, Rob Moore confirmed installation had occurred this week and thanked RPV and City of Melbourne for their assistance. |
| 2. | Parkville construction update |
|  | Presentation by Jacqui Mott (CYP) and Peter Hunt (CYP) on construction in the Parkville precinct.  Matters arising:   * The CRG discussed the Heritage Victoria (HV) permit for temporary and permanent works. CYP advised the permit had been approved with conditions. CYP advised the permit includes some tree removals and works required to enable service relocations and these works are expected to commence in around four weeks. Robert Moore advised the Association had made a submission to HV regarding the permit, but had not received feedback. RPV clarified that the permit has been approved with conditions including that CYP need to provide further information to HV on each tree removal required. |
| 3. | **Arden construction update** |
|  | Presentation by Adam Gorny (CYP) on construction in the Arden precinct.  Presentation by Kim Norton (CYP) on cross passage ground improvement works for cross passage 5 ground improvements works commencing in Lothian Street, North Melbourne.  Matters arising: Nil. |
| 4. | **Tunnelling** |
|  | Presentation by Adam Gorny (CYP) on tunnelling.  Matters arising: Nil. |
| 5. | **Environmental management update** |
|  | Presentation by Kim Norton (CYP) and Jacqui Mott (CYP) on environmental management and community and stakeholder engagement.  Matters arising:   * Robert Moore asked if CYP would consider hosting a Community Day at the Parkville site. CYP confirmed the possibility of another Community Day at the Parkville site was being considered, but no date confirmed. |
| P6-1 | Provide an update on options for hosting a Community Day at the Parkville site. |
| 6. | **General feedback and items for future discussion** |
|  | Matters arising:   * Rachael Palmer asked when the tunnel depth and alignment maps would be published on the Metro Tunnel website as some residents in the community still do not know if they are on the alignment and can expect to receive a divestment letter. CYP confirmed the higher resolution final maps have been approved. CYP agreed to contact Rachael once it has been uploaded. RPV advised that the tunnel depth and alignment maps will be uploaded to the Metro Tunnel website shortly. * Rachael Palmer raised property condition survey reports ahead of tunnelling and expected timing. CYP confirmed it intends to conduct property condition surveys approximately three months before tunnelling commences in affected areas. * CYP confirmed that property condition surveys the area between North Melbourne and Parkville are expected in the new year and further information will be provided at the CRGs. |
| **P6-2** | Update on property condition surveys for North Melbourne to Parkville. |
| 7. | Site tour |
|  | Tour of the Parkville Station site by Peter Hunt (CYP). |
| 8. | Meeting close |
|  | Matters arising:   * Next meeting 7.30am-9.30am, Friday 1 November 2019 at the Larwill Studio. |

**NEW ACTIONS AND ISSUES**

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| # | ACTION | OWNER | STATUS |
| **P6-1** | Provide an update on options for hosting a Community Day at the Parkville site. | CYP | Open |
| **P6-2** | Update on property condition surveys for North Melbourne to Parkville. | CYP | Open |