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| **Date** | Friday 10 September 2021 | **Meeting No** | 19 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 8.40am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **In attendance** |  |
| *Present** Chris Lovell [**Chair**]
* Robert Seear, City West Water
* Karen Snyders, City of Melbourne
* Peter Gerrand, North & West Melbourne Association
* Rachael Palmer, North Melbourne Residents Association
* Robert Moore, Parkville Association
* Danielle Smits, CYP
* Stefania Calati, CYP
* Mary Parker, CYP
* Rob Mair, CYP
* Lucy Mackenzie Worters, CYP
* Bryanna Miller, CYP
* Sabrina Chapman, AAW
 | * Jordan Turner, CYP
* Simon Adams, RPV
* Karen Simons, RPV
* Nick Blaich, RPV
* Marc Laurin, RPV
* Claire Johnson, RPV
* Eli Firestone, RPV
* Tim Fullerton, RPV
* Mathew Collum, RPV [Secretariat]

*Apologies** Tim Benedict, Victorian Planning Authority
* Tallia Gilarry, City of Melbourne
* Ryan Dam, George Weston Foods
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| 1. | Introductions and welcome |
|  | Matters arising:* Chris Lovell welcomed members of the Community Reference Group (CRG).
* Chris Lovell advised that due to the ongoing COVID-19 restrictions, CRG meetings will continue to be held online until the end of the year at the earliest.
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| 2. | Outstanding Actions and Issues Register |
|  | Matters arising:* The CRG discussed the Outstanding Actions and Issues Register.
	+ In relation to action P11-1, CYP advised that due to COVID-19 restrictions in place in Melbourne, it is unable to hold a Community Day/community tunnel walk through between now and the end of the year. Working closely with RPV, CYP will determine at what stage in the future it may be safe to host a community event and what form that may take.
	+ In relation to P17-1, CYP will provide an update on the Intake Substation works during today’s presentations. CYP is targeting the next CRG to provide an overview of the final architectural design of the façade and landscaping.
	+ In relation to P17-2, CYP will provide an overview of the Creative Program across the whole project during today’s CRG meeting.
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| 3. | Presentation from project contractors |
|  | Presentation by Mary Parker (CYP) on an overview of the Creative Program across the Metro Tunnel Project. Presentation by Danielle Smits (CYP) on the project wide update. Presentation by Stefania Calati (CYP) on the North Melbourne construction update.Presentation by Danielle Smits (CYP) on the Parkville construction update.Presentation by Danielle Smits (CYP) and Jordan Turner (CYP) on precinct-based communications and engagement. Matters arising:* Chris Lovell asked about the purpose of the steel walkways which CYP is preparing to install in the tunnels. CYP advised that the steel walkways will act as emergency egress and will provide maintenance access in the tunnels. The walkway will run along the length of the tunnel and provide access to the cross passages and stations.
* Peter Gerrand asked when the construction of Parkville Station is due to be complete. CYP advised that it is currently working through the final staging for the works and it anticipates completion of the station in 2023, which will be followed by testing and commissioning of the trains prior to the 2025 opening.
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| 4. | **Parkville Station Precinct Development Plan Amendment** |
|  | Presentation by Bryanna Miller (CYP) and Sabrina Chapman (AAW) on the Parkville Station Precinct Development Plan Amendment. Matters arising:* Robert Moore asked about the process for consulting with residents on the Parkville Station Precinct Development Plan Amendment. CYP advised it has presented to key impacted stakeholders at a number of different forums. CYP will consult with residents within the Arden and Parkville CRG, as well as set up an online information session during the public display period. The details of the online information session will be sent to CRG members for distribution to residents once the session has been scheduled.
* Karen Snyders asked about the heritage process associated with the Development Plan changes. CYP advised that it will be running a heritage process but there will not be a formal public display process.
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| 5. | **General feedback and items for future discussion** |
|  | Matters arising: * Robert Moore raised feedback which was issued to CYP prior to today’s CRG meeting with regards to traffic on Story Street, Parkville and the possibility of a ‘no right turn’ sign for peak hours. CYP advised it has raised this with its traffic team and City of Melbourne and it will provide a response in due course. Chris Lovell highlighted the importance of outlining any traffic changes within the Parkville Station Precinct Development Plan Amendment as part of the online community information session.
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| 6. | Meeting close |
|  | Matters arising:Next meeting 7.30am-9.30am, Friday 29 October 2021. |

**NEW ACTIONS AND ISSUES**

*No new actions recorded*