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| **Date** | Thursday 27 August 2020 | **Meeting No** | 31 |
| **Chair** | Chris Lovell | **Time** | 8:00am – 9.00am |
| **Location** | Zoom | **Minutes** | Elinor Mills |

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| **Members** |  | |  |
| *Present*   * Chris Lovell [**Chair**] * Rob Moore, City of Melbourne * Melanie Ashe, Flinders Quarter * Denise Nakis, Dangerfield Building * Graeme Blackman, Westin Owners Corporation * Peter Brown, Manchester House * Simon Pockley, Bible House * Andrew Wilkinson, Young and Jackson Hotel * Maria Groner, Travellers Aid * Brendan Ryan, MBCM City * Eugénie Austin, UniLodge * Pin Ng, UniLodge * Robert Seear, CityWest Water * Sara Parmar, Yarra Trams * Mark Crick, ALE Group * Michael Griffiths, Ross House Association | | *Apologies*   * Franca Katsaris, Ham Kerr Property * Michael Katsaris, Ham Kerr Property * Kim Hutchinson, City West Water * Nazzareno Marchionda, Ross House Association * Rob Richards, Dangerfield Building * Marg Dennis, Flinders Quarter * Paul Jeffries, The Westin Melbourne * Andrew Milward-Bason, Nicholas Building Association * Graham Jephcott, ACMI * Elizabeth Beal, ACMI * Debra Watts, The Westin Melbourne * Emily Kropf, St Paul’s Cathedral * Michael Griffiths, Ross House Association * Ben McEntee, CityWest Water * Sam Zanetti, Yarra Trams * Michael Clarke, ALE Group | |
| **In attendance** |  | |  |
| *Present*   * Jodie Barrington, CYP * Blythe Chidgey, CYP * Christine Hogan, CYP * Pauline O’Connor, MTM * James Baker MTM | * Barry McGuren, RPV * Raphael Symons, RPV * Tim Fullerton, RPV * Emmett Ahern, RPV * Sarah Haines, RPV | | * Libby Rule, RPV * Mary Parker, CYP * Luis Narvaez, CYP * Mick Lo Monaco, CYP * Elinor Mills [**Secretariat**] |

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| 1. | Introductions and Welcome |
|  | Welcome and introductions from Chris Lovell (Chair).  Matters arising:   * The Community Reference Group (CRG) discussed the Outstanding Actions and Issues Register. * In relation to C6-4, the CRG discussed the precinct waste management strategy. Rail Projects Victoria (RPV) confirmed it is reviewing further documentation, including a draft waste management strategy, submitted by Cross Yarra Partnership (CYP). RPV and CYP will consult with the City of Melbourne (CoM) regarding the strategy and a further update will be provided to the CRG once this process has been completed. * In relation to CS30-1, the CRG discussed the oversite development (OSD) at Flinders Quarter. CYP confirmed the Lendlease Development Team will present building structure drawings and an overview of construction methodology, timing and design at the next CRG meeting. |
| 2. | Presentation from Cross Yarra Partnership |
|  | Presentation by Jodie Barrington (CYP) and Blythe Chidgey (CYP) on current and upcoming works.  Presentation by Mick Lo Monaco (CYP) on sustainability obligations, objectives and key initiatives at Town Hall Station.  Matters arising:   * The CRG discussed Tunnel Boring Machine (TBM) paths and timing. Graeme Blackman queried the process for launching a TBM that has arrived at Parkville from Arden towards the CBD. CYP confirmed the TBM will be pulled across the bottom of the station box rather than lifted out and lowered back in on the other side. CYP confirmed more detail would be provided in the TBM presentation at the next CRG meeting. * The CRG discussed noise at the Federation Square site. CYP will investigate ventilation system noise and provide an update at the next CRG meeting. * The CRG discussed operational waste management at stations. CYP confirmed an operational waste strategy is in development and further updates will be provided to the CRG in line with C6-4. CYP confirmed operational waste strategy at stations is integrated with station design. Chris Lovell queried required standards for minimising operational waste at stations, including efficient water usage. RPV will provide details to the CRG regarding standards and possible initiatives for operational waste management. * The CRG discussed crime rates in the precinct. Chris Lovell noted any concerns should be reported through the appropriate channels, including Victoria Police. |
| CS31-1 | Present TBM operations at meeting 32 of the CBD South CRG. |
| CS31-2 | Provide an update on possible ventilation system noise at the Federation Square site. |
| CS31-3 | Provide further information on required standards and possible initiatives for waste management once stations are operational. |
| 4. | General feedback, items for future discussion and meeting close. |
|  | Matters arising:   * Chris Lovell noted the next CRG meeting needs to be brought forward to Friday 9 October to allow CYP to present on TBMs ahead of TBMs reaching the CBD. * Next meeting 8am-9.30am Friday 9 October 2020. |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| CS31-1 | Present TBM operations at meeting 32 of the CBD South CRG. | CYP | Open |
| CS31-2 | Provide an update on possible ventilation system noise at the Federation Square site. | CYP | Open |
| CS31-3 | Provide further information on required standards and possible initiatives for waste management once stations are operational. | RPV | Open |