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| **Date** | Friday 5 February 2021 | **Meeting No** | 15 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.30am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **In attendance** |  |
| *Present*   * Chris Lovell [**Chair**] * Rachael Palmer, North Melbourne Residents/North & West Melbourne Association * Robert Seear, City West Water * Karen Snyders, City of Melbourne * Robert Moore, Parkville Association * Peter Gerrand, North & West Melbourne Association * Kim Norton, CYP * Kim Mas, CYP * Danielle Smits, CYP * Stef Calati, CYP * Mary Parker, CYP | * Ryan Martin, CYP * Claire Johnson, RPV * Eli Firestone, RPV * Tim Fullerton, RPV * Jordan Di Stefano, RPV * Eiddwen B Jeffery, RPV * Matt van der Peet, 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). * The CRG discussed the Outstanding Actions and Issues Register. * In reference to P8-2, CYP confirmed it will present an update on the Arden Station design during today’s CRG meeting. * In reference to P6-1 and P11-1, CYP confirmed that site visits remain on hold until COVID-19 restrictions ease. * In reference to P14-1, CYP confirmed it will present an update on the Creative Program and legacy artwork at Arden Station during today’s meeting. |
| 2. | Presentation from project contractors |
|  | Presentation by Kim Norton (CYP) on the project wide construction update.  Presentation by Danielle Smits (CYP) on the Parkville construction update.  Presentation by Kim Mas (CYP) on the North Melbourne construction update.  Presentation by Stef Calati (CYP) on the Arden Station design update.  Presentation by Ryan Martin (CYP) on tunnelling.  Presentation by Kim Norton (CYP) and Danielle Smits (CYP) on precinct-based communications and engagement.  Presentation by Mary Parker (CYP) on the Metro Tunnel Creative Program update.  Matters arising:   * Peter Gerrand queried the purpose of the chiller plant which will be located close to the Alan Gilbert Building. CYP advised that the chiller plant is to support the station operations, including air conditioning. * The CRG discussed the proposed stage 2 traffic arrangements at Grattan Street and Royal Parade. Robert Moore asked about the route pedestrians will take when travelling from Parkville towards the city. CYP advised that substantial wayfinding signage will be installed for pedestrians. Robert requested CYP provide information for on upcoming changes which can be included in the Parkville Association member newsletter. CYP confirmed it will follow up with Robert and provide additional information which can be shared with residents. * Robert Moore queried truck movements around Grattan Street west during construction of the station entrance adjacent to the Royal Melbourne Hospital and wider truck movements from Grattan Street to the freeway. CYP advised trucks will reverse into the worksite and exit north via Royal Parade. CYP advised they will follow up with Robert and provide detail on haulage routes. * Robert Moore queried the completion date for the main Parkville structures, including the station. CYP advised that most of the structures for the station is anticipated to be complete by late 2023, with operation of trains scheduled in 2025. CYP advised planning is ongoing regarding landscaping and reinstatement. * Peter Gerrand queried if the intake substation under creek bore will impact the depth of the Moonee Ponds Creek. CYP advised that the bore will be under the bed of the creek and there will be no disruption to the creek itself. * Rachael Palmer queried whether the recent flooding of Moonee Ponds Creek had impacted the construction of the substation. CYP advised that the works had not been impacted as the site is set away from the edge of the creek and is elevated. * Rachael Palmer queried whether the commencement of the Arden station fit out and mechanical electrical and plumbing (MEP) works will affect the opportunity to arrange a community walkthrough of the tunnels in North Melbourne. CYP advised that discussions are ongoing with regard to which section of tunnel may be most appropriate to facilitate a community walkthrough, if a walkthrough is approved. * The CRG discussed the updated Arden Station design.   + Rachael Palmer queried if the Arden Station skylights would be trafficable. CYP advised the skylights will be elevated and not accessible to pedestrians.   + Chris Lovell queried if parkland will surround the Arden Station skylights. CYP advised that the Victorian Planning Authority has publicly released the draft Arden Structure Plan which identifies open space surrounding the skylights.   + Peter Gerrand queried whether a closed-circuit television (CCTV) system would be used throughout the station. CYP confirmed CCTV will be integrated into all of the Metro Tunnel stations.   + Peter Gerrand queried the interface between station entrance construction and legacy art installation. CYP advised the legacy art will be installed once the structure is complete.   + Peter Gerrand queried sight lines from Laurens Street towards the station entrance and whether foliage could block this. CYP advised the design process is being coordinated with landscaping and architectural design to achieve desired sight lines.   + CYP queried if there was a level of interest from CRG members to visit the Arden Station site. The CRG members confirmed they would be interested to visit the site. CYP advised they will look at potential dates for a site visit, noting any potential visit would need to consider relevant COVID restrictions. * Rachael Palmer noted the level of noise from the excavation works at cross passage 7 was louder than earlier tunnelling works. Rachael highlighted the importance of communication to residents for future cross passage excavation works. CYP acknowledged the feedback and advised there are a number of factors which contribute to the impacts of excavation works, including the type of geology and proximity to residential buildings and businesses. Cross passage 7 involved mining at a shallow depth to adjacent residential buildings. CYP confirmed it had applied the lessons learned with regard to communications from the construction of cross passage 7 to cross passage 8 and would do the same for upcoming cross passages. * Rachael Palmer asked about the anticipated noise levels associated with the pumping of water from the tunnel during construction. CYP confirmed it is unlikely that there will be any impactful noise from the pumping of water. CYP advised the tunnels from Parkville to Arden are sloped downhill and therefore pumping of water will not be required in this section. The tunnels between Arden and the Western Portal have a sump pump at the low point close to Moonee Ponds Creek which pumps water back towards Arden when required. Karen Snyders from City of Melbourne (CoM), queried whether there will be a need to continuously pump water from the low point. CYP confirmed that continuous pumping of water will not be required. * Peter Gerrand queried whether a decision has been made on the artist who will be commissioned to design the Arden Station legacy artwork. CYP confirmed that the shortlisted artists are currently being assessed and an announcement will likely be made in a few months’ time. |
| 3. | **General feedback and items for future discussion** |
|  | Matters arising:   * Robert Moore noted members of the Parkville Association would be interested in a site visit. CYP advised restrictions are still in place but it will investigate. |
| 4. | Meeting close |
|  | Matters arising:   * Next meeting 7.30am-9.30am, Friday 26 March 2021. |

**NEW ACTIONS AND ISSUES**

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| # | **ACTION / ISSUE** | **OWNER** |
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