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| **Date** | Friday 9 July 2021 | **Meeting No** | 18 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 8.30am |
| **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
* Kim Norton, CYP
* Danielle Smits, CYP
* Stefania Calati, CYP
* Steve Denton, CYP
* Mary Parker, CYP
* Mark Wells, CYP
* Marc Laurin, RPV
 | * Jordan Turner, CYP
* Steve Denton, CYP
* Claire Johnson, RPV
* Eli Firestone, RPV
* Tim Fullerton, RPV
* Sarah Haines, RPV
* Matt van der Peet, RPV
* Mathew Collum, RPV [Secretariat]

*Apologies** Tim Benedict, Victorian Planning Authority
* Tallia Gilarry, City of Melbourne
* Robert Moore, Parkville Association
* 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).
* Eli Firestone (RPV) advised that Matt van der Peet (RPV) is leaving his current role as the Parkville Precinct Manager to be seconded to a new position within the Parkville Precinct which is focusing on electromagnetic interference (EMI). Eli advised that he will be taking over Matt’s role and Simon Adams (RPV) will move into a caretaker role within the Arden and Western Portal precincts while recruitment takes place. The CRG thanked Matt for his contribution to the Arden & Parkville CRG.
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| 2. | Outstanding Actions and Issues Register |
|  | Matters arising:* The CRG discussed the Outstanding Actions and Issues Register, including:
	+ In relation to action P11-1, CYP advised that it is continuing to explore opportunities to organise a Community Day, including a walk-through of a completed section of tunnel and an update will be provided at the next CRG.
	+ In relation to P17-1, CYP will provide an update on the North Melbourne electrical substation works during today’s project contractor’s presentation. CYP is targeting the next CRG to provide an update on 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 at the next CRG meeting.
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| 3. | Presentation from project contractors |
|  | Presentation by Mark Wells (CYP) on the amended Arden Station Precinct Development Plan. Presentation by Danielle Smits (CYP) on the project wide update. Presentation by Danielle Smits (CYP) on the Parkville construction update. Presentation by Stefania Calati (CYP) on the North Melbourne construction update.Presentation by Steve Denton (CYP) on North Melbourne electrical substation progress update and 2021 program. Presentation by Kim Norton (CYP) and Danielle Smits (CYP) on precinct-based communications and engagement. Matters arising:* Rachael Palmer asked if CYP had received any feedback on the amended Arden Station Precinct Development Plan from the North Melbourne Residents Association when an update on the plan was presented to them on 6 July 2021. CYP advised that it presented on the key design changes contained in the amended Arden Station Precinct Development plan to the North & West Melbourne Association on 5 July 2021 and then the North Melbourne Residents Association on 6 July 2021. Overall, there were very few questions or concerns raise from both groups, however there was a discussion about the wider Arden Structure Plan which CYP advised would be addressed through an engagement process separate to the Metro Tunnel Project.
* Chris Lovell asked about the duration of time which the service lane on Royal Parade would need to be closed to allow for the installation of the crane. CYP advised it anticipates that the lane closure would be required for approximately three weeks, although the plans are still being worked through to mitigate the impacts of the closure. CYP confirmed it will issue more advice on this within its weekly communication to surrounding stakeholders.
* Peter Gerrand asked about the tree removal along Moonee Ponds Creek relating to the construction of the electrical substation cable routes. CYP advised that since the design has been updated only seven trees are required to be removed and five of those trees are due to CitiPower requirements.
* Peter Gerrand raised the Arden Structure Plan questions asked by the North & West Melbourne Association during the amended Arden Station Precinct Development Plan presentation by CYP on 5 July 2021. Karen Snyders (City of Melbourne) requested Peter to contact her directly with any questions about the Arden Structure Plan which City of Melbourne can follow up on.
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| 4. | **General feedback and items for future discussion** |
|  | Matters arising: * Rachael Palmer requested CYP send CRG members a copy of the photo which was taken during the recent Arden and Parkville CRG site walk. CYP confirmed it will send a copy of the photo to RPV to circulate to the group.
* Peter Gerrand acknowledged Kim Norton (CYP) for her work in the area of community relations for Arden. CYP advised that Jordan Turner (CYP) and Rob Mair (CYP) will be taking over communications and engagement for the Arden and Western Portal precincts.
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| 5. | Meeting close |
|  | Matters arising:Next meeting 7.30am-9.30am, Friday 10 September 2021. |

**NEW ACTIONS AND ISSUES**

*No new actions recorded*