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| **Date** | Tuesday 8 December 2020 | **Meeting No** | 16 |
| **Chair** | Vince Haining | **Time** | 8.00am – 9.30am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **Members** |  |
| *Present** Vince Haining [**Chair**]
* Karen Snyders, City of Melbourne
* Therese Fitzgerald, Kensington Association
 | *Apologies** Matt Hammond, Kensington Association
* Bruce Dickinson, Friends of Newell’s Paddock
* Clive Gartner, Friends of Newell’s Paddock
* Helaine Stanley, The Venny
* Richard Reilly, Kensington & Flemington Junior Sports Clubs
* Karen Hammarberg, community representative
* Deb Wilson, Unison Housing
* Maree Klein, City of Melbourne
* Sally Cunnington, Resident
* Guilliano Andy, City West Water
* Sam Hurst, Lloyd Street Business Estate
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| **In attendance** |  |  |
| *Present** Kim Norton, Cross Yarra Partnership (CYP)
* Kim Mas, CYP
* Lucy Mackenzie Worters, CYP
* Niall Forbes, Rail Infrastructure Alliance, RIA
* Michael Prebeg, RIA
* Andy Choi, RIA
* Eli Firestone, Rail Projects Victoria (RPV)
 | * Matilda Tonkin, RPV
* Casey Nguyen, RPV
* Stephanie Makin, RPV
* Sarah Haines, RPV
* Megan Ferrer, RPV
* Janette Sato, RPV
* Tim Fullerton, RPV
* Mathew Collum, RPV (**Secretariat**)
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| 1. | Introduction and Welcome |
|  | Matters arising: * Vince Haining welcomed members to the Community Reference Group (CRG).
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| 2.  | **Outstanding Actions and Issues Register** |
|  | Matters arising:* The CRG discussed the Outstanding Actions and Issues Register:
	+ In relation to K7-1, CYP confirmed that it will provide an update on the timeline for the egress building design during today’s presentation.
	+ In relation to K12-1, CYP is currently reviewing a number of design solutions for the chicanes on Childers Street and confirmed it will provide an update in early 2021. CYP confirmed it will circulate any additional information to the CRG as it becomes available.
	+ In relation to K15-1, RIA confirmed it will provide an update on its investigation into the reverberation effect on noise which is impacting residents in Ormond Street and in the area north of Derby Street during today’s presentation.
	+ In relation to K15-2, RIA advised that investigations on the legacy design outcome for carparking within the station forecourt area are ongoing, and it will provide an update at the next CRG meeting. RIA confirmed it will continue its regular communications with the Kensington Association as more information becomes available.
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| 3. | **Presentation from Project Contractors** |
|  | Presentation by Kim Mas (CYP), Lucy Mackenzie Worters (CYP) and Michael Prebeg (RIA) on the project wide construction update. Presentation by Niall Forbes (RIA) and Kim Mas (CYP) on the Kensington construction update and upcoming / out of hours works. Presentation by Niall Forbes (RIA) on tunnel entrance noise modelling for out of hours works. Presentation by Niall Forbes (RIA) on Signalling Equipment Rooms (SER) and Communications Equipment Rooms (CER) update. Presentation by Michael Prebeg (RIA) and Lucy Mackenzie Worters (CYP) on communications and engagement.Presentation by Michael Prebeg (RIA) on legacy parking. Presentation by Michael Prebeg (RIA) and Lucy Mackenzie Worters (CYP) on the Childers Street closure, offset parking and truck movements. Presentation by Michael Prebeg (RIA) on flood wall design update. Matters arising:* Therese Fitzgerald expressed concern regarding potential impacts of Arden station infrastructure on the new location of Royal Melbourne Hospital. Vince Haining advised that there is an extensive package of works focusing on the precinct development and integrated design. City of Melbourne (CoM) confirmed it will provide this feedback to its team which is working on the Arden project.
* Vince Haining queried whether any of the activities within the Kensington construction program are behind schedule. RIA advised that there are currently no areas of concern regarding the dates within the program. RIA noted that there were some challenges during the recent grouting activities, however these works were completed during the week of 30 November 2020 and the excavation works have now commenced.
* Therese Fitzgerald raised that community members (including residents living on Epsom Road) have advised they are experiencing significantly higher noise levels at night. Therese advised that the source of the noise is unknown, and it is possible that it is coming from the freight yards, however the characteristics of the noise are novel to the area. Therese has advised residents to contact the project team directly and raise their noise concerns to help identify the source of the noise. Vince Haining acknowledged that the levels of actual noise monitored are consistent with the modelled levels which were communicated to the CRG prior to the works commencing and there has been considerable efforts to mitigate the impacts of noise. RIA advised that noise modelling is scheduled to be undertaken for the more impactful activities.
* Therese Fitzgerald asked whether the upcoming SER and CER works would be day works. RIA confirmed that the works will occur during normal construction hours.
* Therese Fitzgerald advised that the demand for parking spaces around Hobsons Road will likely increase as COVID-19 restrictions ease and as we move into the Christmas period. Therese requested that RIA continue to monitor local parking to ensure the data is relevant to evaluate the impacts of the full closure of the Hobsons Road off-street car park.
* Therese Fitzgerald raised traffic issues and the impacts on residents from large trucks travelling via the Derby and Tennyson street detour. Therese continues to advise residents that they can contact the project and request a property condition report. CYP understands that a resident has contacted the project and the matter is in the process of being investigated.
* Therese Fitzgerald raised the signage directing trucks to travel down Tennyson Street at the Derby and Arden street intersection has been removed. RIA confirmed it will inform the traffic team to investigate and reinstate the over-sized vehicle truck signage.
* Therese Fitzgerald raised the opportunity to provide more information about the chosen designer for the flood wall artwork, including examples of their work before the ‘meet and greet’ session on 15 December 2020. RIA advised that the session is intended to be a reveal event which will provide all of the information simultaneously to everyone in the community.
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| K16-1 | RIA to investigate and reinstate the over-sized vehicle truck signage at the intersection of Tennyson Street, Derby Street and Arden Street. |
| K16-2 | RIA to continue to monitor local parking to ensure the data is relevant to evaluate the impacts of the full closure of the Hobsons Road off-street car park.  |
| 4. | General feedback and items for future discussion |
|  | Matters arising: * Vince Haining queried the status of the car parking spaces within the station forecourt area. RIA advised it is still investigating possible options and confirmed it will provide an update to the Kensington Association prior to the next CRG meeting.
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| 5. | Meeting close |
|  | Matters arising:* Vince Haining advised that during the Christmas site shutdown period from 23 December 2020 to 11 January 2021, the project team will be on call to respond to any urgent issues or enquiries via the Metro Tunnel Project Information Line (1800 105 105).
* Therese Fitzgerald raised the opportunity to consider scheduling future CRG meetings on an alternating basis between face to face and Zoom online meetings. Therese considers face to face meetings to be more effective.
* Vince Haining and RPV wished everyone a safe and happy holiday period.
* The next meeting is scheduled for 8.00am-9.30am, Tuesday 9 February 2020.
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**NEW ACTIONS AND ISSUES**

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| # | **ACTION / ISSUE** | **OWNER**  |
| **K16-1** | RIA to investigate and reinstate the over-sized vehicle truck signage at the intersection of Tennyson Street, Derby Street and Arden Street. | RIA |
| **K16-2** | RIA to continue to monitor local parking to ensure the data is relevant to evaluate the impacts of the full closure of the Hobsons Road off-street car park.  | RIA |