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| **Date** | Wednesday 5 August 2020 | **Meeting No** | 24 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.00am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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| **Members and attendees** |  |  |
| *Present** Jeni Coutts [**Chair**]
* Karen Baynes, Domain Hill
* Trevor Sutherland, Hallmark Apartments
* Bernadene Voss, City of Port Phillip
* Neil Hutchinson, City of Melbourne
* John Bartels, City of Port Phillip
* Fraser Read-Smith, G12+
* Colin Stuckey, Melbourne Grammar School
* Gary Buck, The Botanica Apartments
* Andrea Coote, The Domain
* Jan Swinburne, local resident
* Andrew Bennett, South Yarra Residents Association
* Greg Gilmour, Shrine of Remembrance
 | *Present** Petra Glare, Albert Road Clinic
* Sara Parmar, Yarra Trams
* Rob Mair, CYP
* John Goding, CYP
* James Hamilton, CYP
* Jordan Turner, CYP
* Dan Young, CYP
* Camila Eviston, CYP
* Andreas Mindt, CYP
* Alison Ferrari, RPV
* Kym Burgemeister, CYP
* Sarah Haines, RPV
* Tim Fullerton, RPV
* Rethi Scaife, RPV
* Paula Williams, RPV
* Rizwan Reddy, RPV
* Martin Alvarez, RPV
* Mathew Collum [**Secretariat**]
 | *Apologies** David MacGowan, Royal Domain Tower
* Christian Lawless, Melbourne Girls Grammar School
* Toni Meath, Mac Robertson Girls High School
* Sarah Potter, Entrecote
* Jamie McBride, Domain Road Traders
* Clare Hart, Royal Botanic Gardens
* Dean Nightingale, G12+
* Lili Rosic, City of Port Philip
* Kate Blackwood, Yarra Trams
* Jane Pickworth, Albert Road Clinic
* Michael Butcher, Melbourne South Yarra Residents Group
* Mary Parker, CYP
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| 1. | Welcome  |
|  | Matters arising:* Jeni Coutts welcomed members to the virtual meeting of the Community Reference Group (CRG).
* The CRG discussed the Outstanding Actions and Issues Register, including:
	+ In relation to D23-2, the CRG discussed the noise mitigation measures on plant equipment which have been implemented in response to community feedback at CRG meeting 23. CYP confirmed it has placed noise mats close to the acoustic shed to reduce noise coming from the air compressors. Data has shown a reduction in noise since the mitigation measures were implemented. Fraser Read-Smith raised that the sound of the air compressor and new plant equipment is still audible within nearby residences at night. CYP confirmed it is exploring options to reduce the noise further with a more permanent fixture.
	+ In relation to D23-3, the CRG discussed the like-for-like replacement of trees and the rationale behind the spacing on St Kilda Road. CYP confirmed there are a number of drivers and constraints behind the design for the layout of trees along St Kilda Road, including protection of new underground services, positioning of telegraph poles and Heritage Victoria spacing requirements. CYP confirmed it is exploring opportunities to revise the current design following community feedback. CYP confirmed it will provide an update once more information is available. Karen Baynes asked about the potential loss of trees at the northern end of the station box. CYP advised that the final numbers of trees have not yet been confirmed and agreed to follow up with Karen.
	+ In relation to D23-4, City of Port Phillip has followed up with Heritage Victoria and confirmed that the correct wording for the Memorial is ‘South African Soldiers’ Memorial’.

Note *– Prior to meeting 24 CYP and RPV agreed to provide an update on community consultation for the Development Plan Amendment, including timing and updates on specific design elements such as central bike lanes (Action D24-1).*  |
| D24-1 | Provide an update on the timing of the consultation phase for the Development Plan Amendment, including any updates on specific design elements such as central bike lanes. |
| 2. | Park and Wells St signalisation |
|  | Presentation by Paula Williams (RPV) and Rethi Scaife (RPV) on the Park and Wells Street signalisation and communications approach.Matters arising: * RPV advised that it is happy to receive feedback from the CRG members on the Park and Wells Street intersection.
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| 3. | Key Issues |
|  | Rob Mair (CYP) presented the trucking update. Rob Mair (CYP) and Kym Burgemeister (CYP) presented on the vibration issue associated with the slurry treatment plant and what is being done to mitigate it. Matters arising: * The CRG discussed precinct truck routes and impacts on local residents:
	+ Gary Buck raised the significant impact on The Botanica Apartments residents from truck movements, particularly from empty trucks at night. Gary asked if the night trucking routes could be amended to only operate on alternate nights along Dorcas Street. CYP confirmed there are a number of challenges in switching truck routes but that it would explore potential options with the City of Port Phillip.
	+ Gary Buck asked about the truck tracking system used by CYP and raised concerns regarding excessive truck speeds. CYP confirmed that it has recently changed its truck tracking system provider and that its logistics team will continue to monitor truck speeds.
	+ Andrea Coote raised the opportunity to use Flinders Street or Collins Street as alternative truck routes whilst COVID-19 restrictions have reduced on road traffic. RPV advised that Flinders Street East Bound is currently closed and trucks from Metro Tunnel’s CBD North and South sites were running through the city. CYP confirmed it will follow up with the City of Melbourne regarding which options are currently being considered.
* Gary Buck asked if weather is likely to alter noise and vibration impacts on residents. CYP advised there is insufficient data at this stage to predict how environmental factors will affect noise and vibration impacts on residents. CYP advised that residents should continue to report noise and vibration impacts to be analysed against modelling and monitoring data.
* Colin Stuckey raised ongoing noise and vibration impacts to Melbourne Grammar School and nearby residents who have been woken during the night. CYP confirmed it is reviewing the recordings from the impacted residents to try and identify the problem and that further mitigation measures (Herrenknecht machinery) will likely be implemented by the end of August 2020.
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| D24-2 | Provide an update on the alternative truck routes and truck monitoring (speeding).  |
| 4. | Presentation from Cross Yarra Partnership |
|  | Presentation by John Goding (CYP) on current and upcoming works in the Domain Precinct.Presentation by Andreas Mindt (CYP) and James Hamilton (CYP) on tunnelling, Tunnel Boring Machines (TBMs) noise and vibration management. Presentation by James Hamilton (CYP) on Environment update. Presentation by Rob Mair (CYP) on the communications process for informing residents about emergency works and potential noise exceedances.Presentation by Camila Eviston (CYP) on Noise Monitoring. Presentation by Rob Mair (CYP) on the Creative Program update. Matters arising:* Bernadene Voss asked if the Metro Tunnel Project is subject to the COVID-19 Stage 4 restrictions. CYP confirmed the project will continue in line with its COVID safe plan, which includes various social distancing and hygiene measures and safe work practices. CYP advised all staff who can work from home are working from home.
* Fraser Read-Smith asked about the removal of the wall between the North Box and Middle box. CYP confirmed the wall will be demolished once tunnelling is complete and the Tunnel Boring Machines (TBM) have been removed. CYP acknowledged that COVID-19 restrictions mean that residents are potentially more impacted by daytime works. CYP advised that it will keep residents informed of any upcoming impactful works.
* Karen Baynes raised residents of Domain Hill are regularly experiencing a thumping noise usually between 6pm and 7:30pm. CYP advised that the day shift for construction usually finishes at 5:30pm and agreed to follow up with Karen regarding the potential cause of the noise.
* Andrea Coote asked about the works program for the piling rigs. CYP confirmed that bored piling will not be required for the tram box. CYP confirmed that continuous flight auger (CFA) piling will take place during August 2020 for a period of approximately two weeks. CYP advised that CFA piles produces less noise than the bored piles.
* Andrew Bennett asked about the volume of spoil being generated by both TBMs in relation to the capacity for spoil removal. CYP confirmed that station spoil removal is at a low level of production and expects there to be a maximum number of 12 truck loads per day for station spoil haulage. CYP confirmed that approximately 2000 tonnes of material is produced from tunnelling per 24-hour period, which is between 60 to 70 truck loads per day.
* The CRG discussed various aspects of the TBM, including its dimensions, depth of tunnelling and how it operates.
* The CRG discussed the noise modelling data. Colin Stuckey asked if noise monitoring data could be collected for Melbourne Grammar School. CYP confirmed it will present specific data relevant to the school at the next CYP / MGS meeting.
* The CRG discussed the MTP Creative Program. A number of CRG members advised that there had been a positive response from the community with regards to the Domain Road Pop-up park. Andrew Bennett raised the key concern for residents in the area was that people visiting the park often buy coffee and then sit on the benches, which is a contravention to COVID-19 restrictions. CYP advised that it is aware of the issue and has engaged in discussions with City of Melbourne (CoM) and Victorian Police to address the matter by placing signage in the space stating the park is closed due to Covid restrictions. CoM acknowledged the seriousness of the issue and confirmed they will follow up with Andrew.
* Andrea Coote requested that ash trays be included within the design for the Albert Road Reserve Pop-up park. CYP confirmed that it will take the feedback under consideration.
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| 3. | General feedback and items for future discussion |
|  | Matters arising:* Andrew Bennett raised the importance of CYP employees conduct as they drive to and from the sites through the local community, particularly with regards to excessive speeds and noise on Domain Street.
* Gary Buck raised a safety concerns for pedestrians walking on the road along Dallas Brooks Drive due to there no longer being a footpath. CYP advised that it is not an approved footpath and confirmed that it will explore options to manage the issue and improve signage in the area.
* Trevor Sutherland thanked CYP for resolving the light disturbances affecting the Hallmark Apartments. Trevor advised that light is also being released every time the acoustic shed gates are open. CYP confirmed it will look at the positioning of lights inside the shed.
* Bernadene Voss advised that the City of Port Phillip will contact CRG members individually to discuss the St Kilda Road central bike lane project and follow up with RPV and DoT regarding the Park and Wells Street intersection.
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| 4. | Meeting Close  |
|  | Matters arising: * The next meeting of the CRG is scheduled for 7.30am-9.30am, Wednesday 16th September 2020.
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**NEW ACTIONS AND ISSUES**

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|  | **ACTION / ISSUE** | **OWNER**  |
| D24-1 | Provide an update on the timing of the consultation phase for the Development Plan Amendment, including any updates on specific design elements such as central bike lanes. | CYP / RPV |
| D24-2 | Provide an update on the alternative truck routes and truck monitoring (speeding). | CYP / CoM |