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| **Date** | Wednesday 28 October 2020 | **Meeting No** | 26 |
| **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
* Neil Hutchinson, City of Melbourne
* Fraser Read-Smith, G12+
* Colin Stuckey, Melbourne Grammar School
* Gary Buck, The Botanica Apartments
* Andrea Coote, The Domain
* Jan Swinburne, local resident
* Greg Gilmour, Shrine of Remembrance
* Michael Butcher, Melbourne South Yarra Residents Group
* Sarah Robins, City of Port Phillip
 | *Present** Petra Glare, Albert Road Clinic
* Lili Rosic, City of Port Philip
* Rob Mair, CYP
* Jordan Turner, CYP
* Dan Young, CYP
* Camila Eviston, CYP
* Andreas Mindt, CYP
* Mary Parker, CYP
* Paul Ingster, CYP
* Alison Ferrari, RPV
* Sarah Haines, RPV
* Tim Fullerton, RPV
* Paula Williams, RPV
* Rethi Scaife, RPV
* Barry McGuren, 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+
* Trevor Sutherland, Hallmark Apartments
* Kate Blackwood, Yarra Trams
* Bernadene Voss, City of Port Phillip
* John Bartels, City of Port Phillip
* Andrew Bennett, South Yarra Residents Association
* Clifford Samson, local resident
* Sara Parmar, Yarra Trams
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| 1. | Welcome  |
|  | Matters arising:* Jeni Coutts welcomed members to the meeting of the Community Reference Group (CRG).
* The CRG discussed the Outstanding Actions and Issues Register, including:
	+ In relation to D23-3, Jeni Coutts confirmed that an update on the like-for-like replacement trees and the rationale behind the spacing on St Kilda Road was provided at CRG meeting 25. Jeni advised that the issue of trees on St Kilda Road is still ongoing and will therefore be incorporated into Action D24-1 and updates on the matter will be included as part of the Development Plan Amendment.
	+ In relation to D23-2, Fraser Read-Smith queried the closure of the action item which relates to noise mitigation measures for plant equipment, in particular air compressors. Fraser advised that the noise is ongoing and has not reduced. CYP agreed to reinstate the action and investigate the issue.
	+ In relation to D24-1, Jeni Coutts advised that discussions are ongoing with regard to the consultation phase for the Development Plan Amendment. Jeni advised that a presentation to address the action will likely be scheduled in early 2021.
	+ Michael Butcher raised the update on Anzac Station design and the chiller plants located on St Kilda Road. Jeni Coutts advised that these design elements will be covered within a presentation to the CRG in early 2021 (Action D24-1).
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| 2. | Key Issues |
|  | Rob Mair (CYP) presented a trucking update. Andreas Mindt (CYP) presented an update on tunnelling. Paul Ingster (CYP) Presented on the Anzac Station construction update. Rob Mair (CYP) and Camila Eviston (CYP) presented an update on noise monitoring and environmental update.Jordan Turner (CYP) presented an overall project update. Matters arising: * The CRG discussed trucking compliance within the Domain precinct:
	+ Gary Buck queried what the consequences are for truck drivers who speed. CYP confirmed that drivers who consistently speed will be taken off the job. CYP confirmed it has seen a significant improvement in driver behaviours and attitudes towards compliance and it will continue to closely monitor truck speeds in the precinct. Gary Buck thanked CYP for the update on the truck tracking system which has been overdue but good to now see in place.
	+ Gary Buck requested CYP to remind truck drivers about ensuring that truck loads are covered before leaving the site. Gary acknowledged that the number of uncovered trucks has reduced. CYP confirmed it will pass on the feedback to its site teams.
* Andrea Coote thanked CYP for the level of information provided via the weekly email update to residents within the precinct. Gary Buck asked who the recipients are for the weekly email. CYP confirmed the members of the CRG are on the list to receive the update. Gary advised he will provide CYP with a list of additional residents to include as recipients of the weekly update.
* The CRG discussed tunnelling works:
	+ Gary Buck asked when the Tunnel Boring Machines (TBMs) will re-commence tunnelling. CYP advised that TBM Millie may launch in December and TBM Alice is targeted to launch in February 2021. Gary raised the potential noise and vibration impacts on residents during the period which both TBMs will be in operation at the same time. CYP confirmed it is scheduled to meet with Herrenknect, the tunnelling systems supplier, to discuss the issue further and investigate potential mitigation methods and solutions.
	+ Fraser Read-Smith asked if the tunnel segments which are removed during the deconstruction of the portion of tunnel in the middle box are reused. CYP confirmed the tunnel segments are not reused. CYP confirmed it will provide a more detailed presentation on tunnelling works at the next CRG.
	+ Gary Buck asked about the tunnelling program. CYP confirmed there will be a break in tunnelling from 23 December 2020 to 4 January 2021. CYP estimated that TBM Millie was scheduled to complete tunnelling in May 2021 and TBM Alice in late June 2021 subject to ground conditions and overall performance.
	+ Michael Butcher asked about the process for the excavated material from tunnelling works. CYP confirmed that the material would go to the Edmund Herring l Oval site and the intention is for the trucking arrangements to remain the same, however with COVID restrictions easing, CYP will need to consult with City of Melbourne on the daytime use of the route via Dallas Brooks Drive.
	+ Michael Butcher asked about the progress made on constructing the cross passages, including how many cross passages there will be between St Kilda Road and South Yarra. CYP advised that preparation works for the construction of the cross passages will commence in late November 2020 and the excavation works will start in 2021. CYP confirmed there will be six cross passages between Anzac Station and South Yarra. CYP confirmed it will provide an update on the process for the cross passages works at the January 2021 CRG.
	+ Colin Stuckey asked how the TBMs navigate underground and arrive at the correct location within the station box. CYP advised that a survey grid has been established on the surface. Surveys are continually undertaken as the TBMs progress so that the TBM operators know the exact position of the TBM at all times in relation to the design location.
* Andrea Coote asked how many staff members are currently working at the site close to the acoustic shed and the site as a whole. CYP advised there are approximately 45 staff members working on the station build and 60 undertaking the tunnelling works.
* The CRG discussed the upcoming CYP works to remove 43 temporary piles which were installed for the construction of the tram box station entrance:
	+ Andrea Coote queried the potential noise impacts during works at Anzac Station to remove the temporary piles. CYP advised that there will be periods of noise associated with removing the piles. CYP confirmed it is investigating options to program the works so they are undertaken at less impactful times and to ensure that residents have certainty of the timing and duration of the works. Fraser Read-Smith expressed a preference for the noisier works to occur in the morning.
	+ Andrea Coote asked about the duration of the works. CYP confirmed the works are scheduled to begin in mid-November 2020 and the final piles will be removed in February 2021. CYP advised that only a small portion of this time will be spent breaking down the piles and the majority of the works will consist of digging out the area.
	+ Colin Stuckey asked if there is an example of this type of work previously being undertaken at the Domain precinct. CYP confirmed that this exact activity has recently been completed on the Shrine of Remembrance station entrance, closest to the school.
* Karen Baynes asked about the activities which will be undertaken at the stockpile area. CYP confirmed that area will be used to load out during excavation works. Karen asked about the noise levels associated with the excavator. CYP advised that there will only be one excavator operating and noise levels are expected to be below 80 decibels. CYP confirmed it will undertake attended noise monitoring on 8 / 9 November 2020 to verify the noise data.
* Fraser Read-Smith asked if the progress of works at Domain is behind the other Metro Tunnel Project sites. CYP confirmed the works at each site are programmed depending on the dates of handover and completions, permanent track works and installations. CYP confirmed that the works at the Domain site are on schedule as programmed to achieve day one train operations.
* Gary Buck asked when Flinders Street is scheduled to open. City of Melbourne advised the schedule to reopen the road is still being worked through with CYP and is likely to be at least 18 months.
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| 3. | General feedback and items for future discussion |
|  | Matters arising:* Gary Buck asked about the schedule for the Albert Road Pop-up Park. CYP confirmed Albert Road Pop-up Park is scheduled to open by early December 2020. Andrea Coote requested that CYP send CRG members the latest plans for the launch day. CYP confirmed it will send updated launch day plans and invites to CRG members.
* Andrea Coote asked who is responsible for maintaining the grass around the area of the Albert Road Pop-up Park under the Windsor oak and the area of the new embankment, noting that the area is looking unkept. CYP confirmed it is City of Port Phillips responsibility, but Rob said he is happy to put in a call to their team to let them know.
* Karen Baynes acknowledged the CYP Creative Program team for winning the Good Design Award in September 2020.
* Greg Gilmour asked if the tree removal remediation works had finished at the area of the Shrine of Remembrance. CYP advised that the area of topsoil has been stripped back and the grass area has been reinstated. CYP confirmed it will follow up and provide an update to Greg.
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| 4. | Meeting Close  |
|  | Matters arising: * The next meeting of the CRG is scheduled for 7.30am-9.30am, Wednesday 9 December 2020.
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**NEW ACTIONS AND ISSUES**

*No new actions recorded.*