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| **Date** | Thursday 7 February 2019 | **Meeting No** | 1 |
| **Chair** | Vince Haining | **Time** | 8.00am – 9.30am |
| **Location** | Bill Vanina Pavilion | **Minutes** | Will McNamara |

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| **Members** | |  | | |
| *Present*   * Vince Haining [**Chair**] * Karen Snyders, City of Melbourne * Irene Vlahos, City of Melbourne * Ben McEntee, City West Water * Therese Fitzgerald, Kensington Association * Sally Cunnington, Community representative * Sam Hurst, Lloyd Street Business Estate * Clive Gartner, Friends of Newell’s Paddock | | *Apologies*   * Rebecca Marcs, City West Water * Matt Hammond, Kensington Association * Karen Hammarberg, Community representative * Helaine Stanley, The Venny * Deb Wilson, Unison * Richard Reilly, Kensington & Flemington Junior Sports Clubs | | |
| **In attendance** | |  | |  |
| *Present*   * Kim Norton, Cross Yarra Partnership (CYP) * Denis Joyce, CYP * James Hamilton, CYP * Jarrod Scurry, Rail Infrastructure Alliance (RIA) | * Scott Brown, RIA * Michael Prebeg, RIA * Danielle Koroneos, Rail Projects Victoria (RPV) * Eli Firestone, RPV * Blake Henderson, RPV | | * Jenny Luk, RPV * Astrid Hildebrand, RPV * Will McNamara, RPV | |

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| 1. | Introduction and Welcome |
|  | Welcome by Vince Haining (Chair) and introduction by Community Reference Group (CRG) members.  Matters arising:   * The CRG discussed the new format and membership for the Kensington CRG, including minor updates to the Terms of Reference. |
| 2. | Metro Tunnel Project Overview |
|  | Presentation by Danielle Koroneos (RPV) with an overview of the Metro Tunnel Project and CRGs.  Matters arising: Nil |
| 3. | **Outstanding Actions and Issues Register** |
|  | Matters arising:   * The CRG discussed the Outstanding Actions and Issues Register. |
| 4. | Discussion items |
|  | Matters arising:   * Vince Haining thanked Matt Hammond for providing information to the project (out of session) on residential noise impacts. * The CRG discussed cyclists’ use of the Lloyd Street Business Estate as a thoroughfare. In particular: * Sam Hurst raised cyclists using the business estate as a thoroughfare and the safety hazard this is causing. Sam Hurst confirmed the land is privately owned, commuter cyclists should not be travelling through the estate and that property damage had been caused to the estate’s gates when closed from cyclists trying to access the estate. * Sally Cunnington proposed better signage for detour and existing bike paths but commented that stairs along the Arden Street route and an awkward crossing on Dynon Road made the Lloyd Street Business Estate an easier and safer option for cyclists. * CYP confirmed that significant work and effort had been undertaken to limit vehicle rat running through the business estate but that appropriate cyclist diversion due to existing cyclist behaviour had proved challenging. CYP agreed to coordinate a meeting with City of Melbourne (CoM) and Bicycle Network Victoria to progress resolution of the matter. * Therese Fitzgerald commented that recent rain had reinforced drainage issues in the precinct, especially at the entrance to South Kensington station where water tends to pool and flood in events of heavy rain.   Clive Gartner raised bike racks at South Kensington station are unusable due to their positioning and the conflict with pedestrians created by the installation of safety fencing. CYP agreed to look into the issue and provide further information. |
| **K1-1** | Coordinate a meeting with project contractors, CoM and Bicycle Network Victoria to discuss cycling in the precinct, including the use of Lloyd Street Business Estate. |
| **K1-2** | Provide further information on access and bike parking arrangements at South Kensington station. |
| 5. | Kensington precinct update presentation from the project team |
|  | Presentation by Jenny Luk (RPV) on design development and planning.  Presentation by Dennis Joyce (CYP) and Scott Brown (RIA) on current and upcoming works.  Presentation by James Hamilton (CYP) on environmental management.  Matters arising:   * The CRG discussed community consultation during design development. The RIA Western Portal Development Plan will be on public display from 4 to 22 February 2019 and that three local stakeholder workshops had been held since October 2018 to help inform the concepts and designs displayed within the plan. CYP confirmed that there is an approved Development Plan for the ancillary building. * The CRG discussed the purpose and location of ground improvement works for cross passage construction. * CYP provided an overview of the Environmental Management Framework, including: * Independent Environmental Auditor (IEA) * Construction Noise & Vibration Impact Assessments * On site (attended and unattended) monitoring * Validation and monthly reporting to RPV and the IEA. * The CRG discussed different decibel levels, Environmental Performance Requirements, and receiver levels. |
| 6. | General feedback and items for future discussion |
|  | Matters arising:  Vince Haining reminded members that important community matters could be raised in advance of the CRG meeting and added to the meeting agenda. |
| 7. | Meeting close |
|  | Matters arising:   * Next meeting 8.00am-9.30am, Thursday 28 March 2019 at Bill Vanina Pavilion. |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| K1-1 | Coordinate a meeting with project contractors, CoM and Bicycle Network Victoria to discuss cycling in the precinct. | Project contractor | Open |
| K1-2 | Provide further information on access and bike parking arrangements at South Kensington station. | Project contractor | Open |
| K1-3 | Provide additional information about the management of dust at the next CRG (action taken at Kensington Association meeting in February but will be managed through the CRG forum) | Project contractor | Open |