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|  **Date** | Wednesday 16 October 2019 | **Meeting No** | 18 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.30am |
| **Location** | Garden Room, Seasons Botanic Gardens | **Minutes** | Alana Clarke |

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| **Members and attendees** |  |  |
| *Present** Jeni Coutts [**Chair**]
* Karen Baynes, Domain Hill,
* Andrea Coote, The Domain
* Lili Rosic, City of Port Phillip
* Bernadene Voss, City of Port Phillip
* Neil Hutchinson, City of Melbourne
* Jane Pickworth, Albert Road Clinic
* Jan Swinburne, local resident
* Fraser Read-Smith, G12+
* Dean Nightingale, G12+
* Colin Stuckey, Melbourne Grammar School
* Michael Butcher, Melbourne South Yarra Residents Group
* Gary Buck, The Botanica Apartments
 | *Present** Kate Blackwood, Yarra Trams
* Rob Mair, CYP
* Remy Fowler, CYP
* Jordan Turner, CYP
* Charles Danet, CYP
* Camila Eviston, CYP
* Anna Anderson, CYP
* Shane Brown, RPV
* Raphael Symons, RPV
* Elinor Mills, RPV
* Elliott Searle, RPV
* Paula Williams, RPV
* Alana Clarke [**Secretariat**]
 | *Apologies** Trevor Sutherland, Hallmark Apartments
* 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
* Andrew Bennett, South Yarra Residents Association
* Dean Lee, Shrine of Remembrance
* Clare Hart, Royal Botanic Gardens
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| 1. | Welcome  |
|  | Matters arising:* The Community Reference Group (CRG) discussed the Outstanding Actions and Issues Register.
* In relation to D12-1, the CRG discussed community engagement opportunities on precinct legacy arrangements. CYP confirmed it is still discussing design elements with RPV. CYP confirmed that while the process has been delayed, these delays will not impact the community’s opportunity to engage, and also confirmed construction will not proceed without community engagement.
* In relation to D15-1, the CRG discussed truck movements during tunnelling. CYP confirmed updated modelling during peak production has indicated some spoil will need to be trucked away during the day. CYP is working through the truck movement strategy in light of this to determine impacts to the surrounding area, including meeting individually with directly impacted stakeholders. An agenda item to discuss this will be included at a future meeting.
* In relation to D17-3, the CRG discussed the Melbourne Marathon traffic management plan. Karen Baynes claimed that residents had no notification of the proposed traffic management plan ahead of the event, and on the day were significantly obstructed in accessing their homes. She said residents also observed runners having difficulty passing through the constrained environment on St Kilda Road. CYP confirmed it communicated the constraints of the St Kilda Road environment to the Melbourne Marathon organisers but clarified that CYP does not have any further influence over where and when the Marathon is run. The City of Melbourne agreed to communicate the CRG’s feedback to the Marathon organisers to fully discuss construction impacts to the scope of the event. The City of Melbourne and City of Port Phillip agreed to present a forward schedule of major events in the Domain precinct to the CRG
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| D18-1 | Present a forward schedule of major events in the Domain precinct. |
| 2. | Presentation from Cross Yarra Partnership |
|  | Presentation by Rob Mair (CYP) on current and upcoming works, traffic changes, and tunnelling.Presentation by Camila Eviston (CYP) on environment.Presentation by Charles Danet (CYP) on station box works.Presentation by Anna Anderson (CYP) on creative program.Matters arising:* The CRG discussed unscheduled impacts during the St Kilda Road occupation on the night of Monday 14 October, including noise and vibration. Gary Buck commented that works notifications that do not reflect the lived experience erode community trust. CYP apologised to affected residents and confirmed the works were more disruptive than originally planned. CYP thanked affected residents for their patience during the works.
* Andrea Coote thanked members of the project for being accessible during 24/7 works. CYP thanked Andrea for the feedback.
* The CRG discussed traffic management during the St Kilda Road occupation.
	+ Gary Buck raised an instance where traffic controllers directed him away from Dorcas Street. CYP confirmed the left-hand turn onto Dorcas Street is supposed to be accessible and agreed to follow up with the traffic management team.
	+ Andrea Coote raised electric bicycle movements on St Kilda Road, including cyclist speed and enforcing dismount zones. CYP agreed to pass the feedback onto its traffic management team.
	+ Andrea Coote asked whether traffic controllers could be deployed at the intersection of St Kilda Road and Toorak Road to aid truck movements. CYP agreed to raise this with its traffic management team.
	+ Fraser Read-Smith raised reduced speeds and congestion along St Kilda Road. CYP confirmed there is no way to completely avoid increased congestion during an occupation, but confirmed it is doing everything possible to alleviate congestion where possible. CYP confirmed community feedback is instrumental in ensuring small changes can be made to improve traffic flow overall and thanked members of the CRG for contributing their experiences.
* Karen Baynes raised emergency vehicle movements along St Kilda Road during the occupation, including an instance where an ambulance was moved through gridlocked traffic via the construction site. CYP confirmed it planned out traffic changes during the occupation collaboratively with representatives from emergency services, including Victoria Police, Ambulance Victoria and the Metropolitan Fire Brigade. CYP confirmed emergency services has been informed that access to the occupied area of St Kilda Road is significantly restricted and confirmed it has planned alternate routes through the precinct. CYP agreed to follow up the instance described by Karen with Ambulance Victoria. CYP confirmed emergency service vehicles will be able to resume use of tram tracks once the occupation concludes.
* Michael Butcher raised cross passage works on Toorak Road. CYP confirmed these works will be conducted underground, with no above-ground impact.
* Andrea Coote asked whether station ventilation stacks would be visible above ground in the station legacy design. CYP confirmed the stacks will be visible and explained it will provide further information in its upcoming presentation on legacy design.
* Fraser Read-Smith asked what leads to discrepancies in modelled noise levels for works and actual noise output. CYP confirmed small variations in the noise output can be attributed to positioning of machinery, such as jackhammers clustered around one area near a monitor, rather than spread out over site.
* Gary Buck raised delays in releasing the noise, vibration, and ground movement reports. CYP apologised for the delay and confirmed the noise and vibration report will be released this week. CYP agreed to follow up on the ground movement report.
* Gary Buck raised tunnelling and TBM construction timeline. CYP confirmed TBM construction is scheduled to begin in April/May 2020 and confirmed it is still on track to complete assembly in late 2020.
* The CRG provided positive feedback on the Caitlin Klooger hoarding artwork.
* The CRG discussed the Domain Road pop-up park. CYP confirmed construction of the park has been slightly delayed and confirmed it is scheduled to begin by the end of 2019. CYP confirmed the park is a temporary installation due to the reduction in car parks but clarified there is scope to extend its installation if it is popular in the community. CYP confirmed the project will be responsible for park maintenance.
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| 3. | General feedback and items for future discussion |
|  | Matters arising:* Karen Baynes raised that the light pole is still in front of Domain Hill. CYP apologised for the delay and confirmed the light pole is scheduled for removal.
* Fraser Read-Smith raised dust mitigation and commented he has observed an increase in dust in the warmer weather. CYP confirmed it is reiterating the importance of at-source dust suppression to those on site, particularly after lower dust levels through winter. CYP confirmed dust will become less of an issue as more works move underground.
* Andrea Coote thanked members of the project for their transparency in hosting the CRG during the occupation.
* Gary Buck raised temporary footpath arrangements and tree growth. CYP confirmed all concrete in the specified area will be removed, except for the station box d-wall, once St Kilda Road is returned to its final alignment. CYP confirmed the permanent footpath will be reworked as part of the final alignment, which will include more space for the existing trees in the area. CYP confirmed it anticipates the temporary footpath will be resurfaced after the current occupation.
* Yarra Trams thanked members of the CRG for their patience during disruptions.
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| 4. | Meeting Close  |
|  | Matters arising: * The next meeting of the CRG is scheduled for 7.30am-9.30am, Wednesday 27 November 2019, in the Garden Room at the Seasons Botanic Gardens.
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| D18-1 | Present a forward schedule of major events in the Domain precinct**.** | CYP | Open |