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| **Date** | Wednesday 6 May 2020 | **Meeting No** | 22 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.30am |
| **Location** | Zoom | **Minutes** | Alana Clarke |

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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
* John Bartels, City of Port Phillip
* Jane Pickworth, Albert Road Clinic
* Fraser Read-Smith, G12+
* Colin Stuckey, Melbourne Grammar School
* Gary Buck, The Botanica Apartments
* Andrea Coote, The Domain
* Andrew Bennett, South Yarra Residents Association
* Michael Butcher, Melbourne South Yarra Residents Group
 | *Present** Neil Hutchinson, City of Melbourne
* Kate Blackwood, Yarra Trams
* Sara Parmar, Yarra Trams
* Rob Mair, CYP
* John Goding, CYP
* James Hamilton, CYP
* Mary Parker, CYP
* Jordan Turner, CYP
* Dan Young, CYP
* Camila Eviston, CYP
* Andreas Mindt, CYP
* Alison Ferrari, CYP
* Sarah Haines, RPV
* Tim Fullerton, RPV
* Rethi Scaife, RPV
* Paula Williams, RPV
* Alana Clarke [**Secretariat**]
 | *Apologies** Lili Rosic, City of Port Phillip
* 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+
* Greg Gilmour, Shrine of Remembrance
* Jan Swinburne, local resident
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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 and discussed the purpose of the actions list. The CRG agreed items likely to be resolved outside of the CRG within a short timeframe should not go on the actions register unless they have not been actioned prior to the next CRG meeting.
* In relation to D12-1, the CRG discussed legacy arrangements in the precinct.
	+ CYP explained updated legacy designs will be made public with the release of the revised Development Plan, which will include updated designs for and consultations on all of the new Metro Tunnel stations. CYP confirmed the revised Development Plan will not be ready for release in the immediate future as there is significant work to be done on other station designs and the plan is to release them simultaneously. CYP confirmed development of the Anzac Station design has mostly progressed to the point where it could be released in the Development Plan, pending resolution of several points raised by the Office of the Victorian Government Architect.
	+ CYP confirmed it is proposing to provide CRG members with a confidential briefing about the Anzac Station design before it goes to public consultation. Prior to this, CYP will engage with directly affected buildings on an individual basis to inform the presentation at the next CRG meeting. This presentation will include a timeline of engagement with the broader community.
	+ Fraser Read-Smith raised concern that members will not have the opportunity to give meaningful feedback on the design presented to the CRG and asked for assurance that resident and other community stakeholder views will be taken into account in this process. CYP thanked Fraser for raising these concerns. CYP confirmed it takes CRG’s role in the design process seriously and that while it can be difficult to see how stakeholder feedback shapes design, community views expressed at all stages of consultation have been considered throughout the design process. CYP confirmed its priority is to explain where the design is now and how it has developed to this point, balancing community views against technical and legislative requirements.
	+ Michael Butcher asked whether CYP is discussing the design with Heritage Victoria. CYP confirmed it has consulted with Heritage Victoria throughout the design process.
	+ Andrea Coote asked who makes the final decision about the station design. CYP confirmed the Development Plan will be approved by the Minister for Planning.
	+ Karen Baynes raised the Development Plan consultation currently underway in the Kensington Precinct. RPV confirmed this Development Plan is for works carried out by the Rail Infrastructure Alliance, which is separate but interfacing works package. RPV confirmed this Development Plan does not relate to Metro Tunnel station designs.
	+ Karen Baynes asked whether the owners corporation committees for each building would be able to consult with the broader resident base on the confidential design briefings. CYP confirmed for this confidential early stage of consultation, details of the design will need to be restricted to members of the CRG. CYP confirmed there will be time for members of the broader resident base to contribute feedback during the public consultation phase.
	+ Trevor Sutherland flagged the Hallmark Apartments would be interested in receiving a confidential briefing. Michael Butcher asked why these briefings will be made available to some buildings over others. CYP explain that the purpose of specific building consultation is to address direct interfaces with that building, such as impacts on a driveway. CYP confirmed the same level of detail will be made available to all members at the next CRG.
* John Bartels raised a suggested amendment to the closing notes of D20-4. RPV confirmed the amendment has been incorporated.
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| 2. | Presentation from Cross Yarra Partnership |
|  | Presentation by John Goding (CYP) on current and upcoming works in the Domain Precinct.Presentation by Andreas Schmidt (CYP) and James Hamilton (CYP) on tunnelling.Presentation by Rob Mair (CYP) on community engagement for tunnelling. Presentation by Camila Eviston (CYP) on environment management.Presentation by Paula Williams on Park and Wells St signalisation.Presentation by Mary Parker (CYP) on creative program. Matters arising:* Fraser Read-Smith raised the use of hydro-demolition for middle box excavation, specifically one day where two hydro rigs where used at the same time, producing very high levels of noise. Fraser commented that this was very disruptive for residents and particularly difficult while many people are at home due to COVID-19. CYP thanked Fraser for the feedback and confirmed that action was taken on the day. He confirmed the breakout is now complete. CYP acknowledged the modelling presented at the preceding CRG meeting did not reflect the noise generated on this day. CYP confirmed changes to hydro rig use will be made in future.
* Gary Buck raised noise reports and commented that he had not received the report prior to the CRG. CYP apologised for the delay.
* Fraser Read-Smith queried the purpose of compressed air chambers in the Tunnel Boring Machines (TBMs). CYP confirmed the compressed air creates pockets of pressure to support the TBM face shield underground in tandem with the bentonite slurry. This prevents collapses and ensures groundwater does not enter the excavated area.
* Colin Stuckey asked whether rocky materials generate audible noise as they are moved from the TBM back to the extraction site. CYP confirmed pure rock would general a light tingling noise,but clarified this is unlikely to occur on the project as the geology in the area comprises softer materials.
* Colin Stuckey raised dust suppression measures at the extraction site during excavation. CYP confirmed it does not expect excavated material to generate dust as it has a high moisture content, even as it is transported away from site. CYP confirmed it will monitor the situation and address dust if it becomes an issue.
* Gary Buck raised truck movements within Edmund Herring Oval. CYP confirmed trucks will usually complete a circle within Edmund Herring Oval but clarified some trucks will use an alternate gate.
* Michael Butcher asked what kind of trucks will be used for excavation activities. CYP confirmed it will generally use truck-and-trailer trucks.
* Gary Buck thanked CYP for the presentation on TBM monitoring data and said it was useful.
* The CRG discussed the intersection Park Street and Wells Street, including the proposal to signalise part of the intersection to make it safer for pedestrians. RPV confirmed it is working to develop a solution with the Department of Transport to change signalling at the intersection to enable safer movements. The Chair encouraged those with feedback on the proposed changes to the intersection’s signalling contact RPV to discuss details of their feedback. RPV agreed to provide an update on the design and communications approach for changes to this intersection.
* Karen Baynes asked whether the new planting along St Kilda Road could extend to the Domain Building. CYP confirmed the footpath is not wide enough in that area to safely accommodate planter boxes.
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| D22-1 | Provide an update on the design and communications approach for changes to the Park Street and Wells Street intersection. |
| 3. | General feedback and items for future discussion |
|  | Matters arising:* Karen Baynes raised planting in front of the Domain Hill and commented that the grasses planted there before captured debris. CYP agreed to confirm and provide an update to Karen.
* Gary Buck raised traffic cones at the end of Bowen Lane. CYP agreed to provide its traffic advice about that area to Gary.
* Gary Buck raised the cattle grid installed in the middle of the site and asked that the roadway between the grid and the site gate be washed to increase its efficacy. CYP agreed to take this feedback to site.
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| 4. | Meeting Close  |
|  | Matters arising: * The next meeting of the CRG is scheduled for 7.30am-9.30am, Wednesday 24 June 2020.
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**NEW ACTIONS AND ISSUES**

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|  | **ACTION / ISSUE** | **OWNER**  |
| **D22-1** | Provide an update on the design and communications approach for changes to the Park Street and Wells Street intersection. | RPV |