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| **Date** | Wednesday 11 July 2018 | **Meeting No** | 8 |
| **Acting Chair** | James Tonkin | **Time** | 7.30am – 9.30am |
| **Location** | Garden Room, Seasons Botanic Gardens | **Minutes** | Will McNamara |

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| **Members** |  |  |
| *Present** James Tonkin [**Acting Chair**]
* Rob Moore, City of Melbourne
* Andrew Scarlett, City of Port Phillip
* Lili James, City of Port Phillip
* Colin Stuckey, Melbourne Grammar School
* Gary Brennan, Bicycle Network Victoria
* Jan Swinburne, The Botanica Apartments
* Karen Baynes, Domain Hill
* Fraser Read-Smith, G12+
* Lou Raunik, G12+
* Michael Butcher, Melbourne South Yarra Residents Group
* Brian Maddock, Yarra Trams
 | *Apologies** Jeni Coutts, Independent Chair
* Neil Hutchinson, City of Melbourne
* Eamonn Fennessy, City of Melbourne
* Damian Dewar, City of Port Phillip
* Daniel Mulqueen, Shrine of Remembrance
* Christian Lawless, Melbourne Girls Grammar School
* Toni Meath, Mac Roberston Girls High School
* Jane Pickworth, Albert Road Clinic
* Christopher Cole, Royal Botanic Gardens
 | * Kaylan Shrestha, VicRoads
* Andrea Coote, The Domain
* Trevor Sutherland, Hallmark Apartments
* Sarah Potter, Entrecote
* Jamie McBride, Domain Road Traders
* Kathleen Picone, GusTax Consulting
* Rob Mair, CYP
 |
| **In attendance** |  |  |
| *Present** John Goding, CYP
* Kate Walshe, CYP
* David Glossop, CYP
* Blythe Chidgey
 | * Simon Adams, RPV
* Dave Kristy, RPV
* Hannah Martin, RPV
 | * Barry McGuren, RPV
* Sharon Campbell, RPV
* Will McNamara [**Secretariat**]
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| 1. | Welcome and Metro Tunnel Update |
|  | Introduction from James Tonkin (Acting Chair).Matters arising:* The Community Reference Group (CRG) noted the open action and issues register.
* The CRG discussed the recent opening of the Metro Tunnel HQ.
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| 2. | Presentation from Cross Yarra Partnership |
|  | Presentation by John Goding (CYP) on current and upcoming works. Presentation by David Glossop (CYP) on tree removals.Presentation by David O’Shaughnessy (CYP) on design development process. Matters arising:* The Community Reference Group discussed diaphragm wall construction and excavation. CYP confirmed excavation for the station box will commence in September 2018. Construction of the northern section will include a limited number of driven piles as part of these works. Construction for the southern section of the box will commence in October 2018.
* Fraser Read-Smith raised design development. CYP confirmed the public display was completed in 2017 with revised designs issued in March 2018. As the design continues to be refined they will be presented to the CRG.
* Fraser Read-Smith raised entrances at Albert Rd. CYP confirmed that further work has been undertaken to potentially consolidate the number of entrances on the southern side of the station.
* Karen Baynes queried if a shading study had been conducted in relation to the South African Soldiers Memorial and its reinstatement. CYP confirmed a sun impacts study has been undertaken for Albert Road Reserve.
* Michael Butcher commented that the key community concern is maintaining the integrity of the St Kilda Road boulevard.
* Colin Stuckey raised noise and vibration impacts to Melbourne Grammar. CYP confirmed works will be completed in accordance with Environmental Performance Requirements and will follow up directly with Melbourne Grammar representatives regarding any outstanding concerns.
* The Community Reference Group discussed public realm legacy arrangements including bicycle and traffic arrangements.
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| **D8-1** | Present further information on Albert Road Reserve Legacy arrangements including the South African Soldiers Memorial.  |
| 3.  | **Presentation from RPV and Yarra Trams** |
|  | Presentation by Simon Adams (RPV) and Brian Maddock (Yarra Trams) on tram noise update. Matters arising:* Fraser Read-Smith queried if the friction modifier trial is successful how it would be implemented. Yarra Trams confirmed that a pump applicator would be installed on inbound and outbound tracks.
* Jan Swinburne commented that residents of The Botanica appreciate the obvious work being undertaken to resolve the matter and that the public meeting to provide an update on the issue was effective.
* RPV will provide an update on the issue to residents in late July or early August.
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| **D8-2** | Provide an update on St Kilda Road tram noise at the next Domain Community Reference Group meeting.  |
| 4. | Presentation from City of Port Phillip |

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|  | Presentation by John Bartels (City of Port Phillip) on integrated transport and parking strategies, and proposed developments in the City of Port Phillip. Matters arising: Nil |

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| 5. | General feedback and items for future discussion |
|  | Matters arising: * Karen Baynes raised property condition reports. CYP confirmed surveys are underway and will follow up on the timing for the completed reports.
* Karen Baynes raised concern regarding an observed increase in rubbish on Albert Road. City of Port Phillip to follow up in relation to public bins and street cleaning.
* Karen Baynes queried if the disused light pole in front of Domain Hill is still required or will be removed.
* Karen Baynes expressed dissatisfaction that defects and reinstatement of her garden bed had not been completed following works in relation to her gas metre. CYP to follow up.
* Lou Raunik commented that continued stakeholder engagement will be needed as main works commence.
* Fraser Read-Smith raised truck routes. CYP to provide further information on truck routes at the next meeting for the CRG.
* Jan Swinburne commented that transport signage for Bowen Crescent is not clear enough. CYP to follow up.
* Jan Swinburne commented that a rubbish bin had been removed out the front of 390 St Kilda Road and that people were now smoking in the garden at the front of the building. City of Port Phillip to follow up.
* Trevor Sutherland commented that property condition surveys had been completed but reports had not been received by property owners. CYP to follow up.
* Trevor Sutherland commented that works undertaken in February 2018 produced significant dust. CYP confirmed dust management will include the use of water carts.
* Trevor Sutherland raised the increase in pedestrian numbers and changes to pedestrian behaviour on Albert Road. RPV confirmed that park areas are included in the Albert Road legacy works.
* Karen Baynes raised pedestrian etiquette on footpaths including cyclists. CYP agreed to discuss with the construction team at morning briefings.
* Fraser Read-Smith queried if the safety alarms for the onsite crane at Domain were required as it is fixed in place and fenced. CYP reiterated that onsite workers and public safety is critical. CYP confirmed that the safety beeping is while the crane is slewing rather than tracking and they have enquired if it is essential during operation.
* Karen Baynes queried if viewing windows would be installed on the shrine side of the construction site. CYP confirmed this may not be possible nor effective due to the installation of the acoustic shed.
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| **D8-3** | Provide further information on the process and timing of property condition reports. |
| **D8-4** | Provide further information in relation to public bins and street cleaning, including offsetting the removal of a rubbish bin in front of 390 St Kilda Road.  |
| **D8-5** | Follow up the possible removal of the light pole in front of Domain Hill Apartments.  |
| **D8-6** | Confirm completion of defect and reinstatement works for Domain Hill Apartments.  |
| **D8-7** | Provide further information on truck routes at the next CRG meeting. |
| **D8-8** | Investigate the use of transport signage for Bowen Crescent.  |
| 6. | Meeting Close  |
|  | Matters arising: * The next meeting of the Community Reference Group is scheduled for 22 August 2018
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**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| D8-1 | Present further information on Albert Road Reserve Legacy arrangements including the South African Soldiers Memorial. | CYP | Open |
| D8-2 | Provide an update on St Kilda Road tram noise at the next Domain Community Reference Group meeting. (RPV / Yarra Trams / CYP) | RPV / CYP / Yarra Trams | Open |
| D8-3 | Provide further information on the process and timing of property condition reports. | CYP | Open |
| D8-4 | Provide further information in relation to public bins and street cleaning, including offsetting the removal of a rubbish bin in front of 390 St Kilda Road. | City of Port Phillip | Open |
| D8-5 | Follow up the possible removal of the light pole in front of Domain Hill Apartments. | RPV / CYP | Open |
| D8-6 | Confirm completion of defect and reinstatement works for Domain Hill Apartments. | EWMC | Open |
| D8-7 | Provide further information on truck routes at the next CRG meeting. | CYP | Open |
| D8-8 | Investigate the use of transport signage for Bowen Crescent. | CYP | Open |