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| **Date** | Friday 31 January 2020 | **Meeting No** | 26 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.00am |
| **Location** | Hotel Grand Chancellor | **Minutes** | Mathew Collum |

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| **Members** |  | |  |
| *Present*   * Chris Lovell [**Chair**] * Rob Moore, City of Melbourne * Simon Pockley, Bible house * Melanie Ashe, Flinders Quarter * Peter Brown, Manchester House * Eugénie Austin, UniLodge * Brendan Ryan, MBCM City | | *Apologies*   * Franca Katsaris * Michael Katsaris * Kim Hutchinson, City West Water * Nazzareno Marchionda, Ross House Association * Rob Richards, Dangerfield Building * Denise Nakis, Dangerfield Building * Marg Dennis, Flinders Quarter * Paul Jeffries, The Westin Melbourne * Andrew Milward-Bason, Nicholas Building Association * Graham Jephcott, ACMI * Elizabeth Beal, ACMI * Debra Watts, The Westin Melbourne * Michael Griffiths, Ross House Association * Emily Kropf, St Paul’s Cathedral * Pin Ng, UniLodge * Graeme Blackman, Westin Owners Corporation | |
| **In attendance** |  | |  |
| *Present*   * Sam Cremean, RPV * Christine Hogan, CYP * Raphael Symons, RPV * Blythe Chidgey, CYP | * Mary Parker, CYP * Kate Kearns, CYP | | * Matt Reid, CYP * Barry McGuren, RPV * Libby Rule, RPV * Kate Walshe, CYP * Mathew Collum [**Secretariat**] |

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| 1. | Introductions and Welcome |
|  | Welcome and introductions from Chris Lovell (Chair).  Matters arising:   * The Community Reference Group (CRG) discussed the Outstanding Actions and Issues Register. * Regarding C25-1, the CRG discussed pedestrian data in CBD South. City of Melbourne confirmed it has been collecting data from cameras located on Flinders Street, Elizabeth Street and Swanston Street, and confirmed it is satisfied that CYP data for pedestrian activity on Degraves Street is accurate. The data shows less than a 5 percent decrease in pedestrian activity in Degraves Street and City of Melbourne does not consider this to have an effect on the wider laneway network. City of Melbourne confirmed that it will conduct further analysis of the data to ensure it is accurate and provide Melanie Ashe with a detailed explanation of the data collected including the method of collection. |
| 2. | Presentation from Cross Yarra Partnership |
|  | Presentation by Blythe Chidgey (CYP) on current and upcoming works. Presentation by Mary Parker (CYP) on the Metro Tunnel Project creative program.  Matters arising:   * The CRG discussed upcoming slab break-back works at Flinders Quarter Shaft B. CYP confirmed the slab break-back excavation will be conducted during daytime hours from mid-February 2020. CYP will contact the residents of Ross House and the Nicholas Building directly to discuss potential impacts during the works. * Simon Pockley raised truck routes for Flinders Link spoil excavation. CYP confirmed trucks will use Swanston Street for the first stage of spoil removal and Flinders Street for subsequent stages. * The CRG discussed upcoming traffic changes on Flinders Street which may affect deliveries to ACMI. CYP confirmed there will be one westbound lane closure and confirmed it will provide ACMI with the detailed traffic management plan. * City of Melbourne raised the ongoing noise impacts at The Westin Hotel from tunnelling at City Square. CYP confirmed main source of the noise is caused by excavators with a hammer attachment which is being used to break up hard rock below the hotel. Although the noise has been noted to be quite loud within the carpark level of the Westin Hotel, monitoring shows the noise significantly reduces at each level above. CYP confirmed that the impacts will be ongoing but modelling shows it will reduce as works move deeper. * The CRG discussed expected noise levels during excavation at Flinders Quarter. CYP confirmed it does not expect excavator and hammer use at Flinders Quarter until much deeper compared to City Square due to differences in soil composition. * Melanie Ashe enquired when the crossing on the east side of Flinders Street between St Pauls Cathedral and Federation Square would be closing. CYP confirmed there will be some changes in mid-2020 and confirmed further detail would be provided when available. * Simon Pockley raised the removal of the public viewing windows at City Square and asked if there is an opportunity replace them with video footage of the underground site. CYP confirmed monthly progress footage and photos of the site are available on the Metro Tunnel Project website. CYP agreed to explore further options to provide the public with more visibility of progress being made underground. * The CRG discussed artwork and graphics displayed in the laneway between Swanston Street and Degraves Street. CYP confirmed it is exploring options to include a more permanent artwork installation at the site, including an installation outside of 244 Flinders Street as well as some smaller scale designs. CYP will release more information shortly. * Simon Pockley raised the oversite development for Flinders Quarter. CYP confirmed the design work is ongoing and it will coordinate a presentation of the proposed design with residents of Bible House. CYP also confirmed that it will provide an update at a future CRG. * Chris Lovell requested that CYP provide a project-wide update on the Metro Tunnel Project at the next CRG meeting. |
| CS26-1 | Consider opportunities to provide the public with greater visibility of progress being made at underground sites and provide an update at the next CRG meeting. |
| CS26-2 | Coordinate a presentation of the proposed development of Flinders Quarter with residents of Bible House and provide an update on the proposed development at the next CRG meeting. |
| CS26-3 | Provide a project wide update at the next CRG meeting. |
| 3. | General feedback, items for future discussion and meeting close. |
|  | Matters arising:   * Next meeting 7.30am-9:00am, Friday 13 March 2020. |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| CS26-1 | Consider opportunities toprovide the public with greater visibility of progress being made at underground sites and provide an update at the next CRG meeting. | CYP | Open |
| CS26-2 | Coordinate a presentation of the proposed development of Flinders Quarter with residents of Bible House and provide an update on the proposed development at the next CRG meeting. | CYP | Open |
| CS26-3 | Provide a project-wide update at the next CRG meeting. | CYP | Open |