



# **Melbourne Metro Rail Project**

## **Inquiry and Advisory Committee**

Expert Evidence Submission  
Vulnerable Communities

Dean Griggs Manager Social Investment

12 August 2016

## List of Abbreviations

MMRA – Melbourne Metro Rail Authority

MMRP – Melbourne Metro Rail Project

EES – Environmental Effects Statement

PSA – Planning Scheme Amendment

CoM – City of Melbourne

MPA – Metropolitan Planning Authority

EMF – Environmental Management Framework

EPR – Environmental Performance Requirement

# 1. Details of Qualifications

## 1.1 Name of Expert

Dean Griggs Manager Social Investment City of Melbourne

Melbourne Town Hall, Swanston Street, Melbourne 3000.

## 1.2 Qualifications

Bachelor of Behavioural Science Latrobe University

Graduate Diploma Health Promotion Latrobe University

Master of Business Administration Swinburne University

## 1.3 Area of expertise

Vulnerable Communities

Dean has over 20 years' experience working with people and communities and has held a range of leadership roles in local government. Dean has also worked in community mental health.

Dean joined City of Melbourne in 2010. As Manager Social Investment Dean leads teams responsible for delivering initiatives relating to city safety, homelessness, youth services, international students, preventing violence against women, cultural diversity, community grants, disability and inclusion and programs to Melbourne's Indigenous community.

Dean formerly worked at the City of Darebin from 2000- 2010, where he was Manager Family Youth and Community Support and Acting Director Communities and Culture. Prior to working at City of Darebin Dean worked in the community mental health sector.

Dean has a Bachelor of Behavioural Sciences and a Graduate Diploma in Health Promotion, both degrees are from Latrobe University, Dean also holds a Masters in Business Administration from Swinburne University of Technology.

## 1.4 Assistance in preparing evidence statement

Peter Whelan MetroAccess Project Officer, Social Investment Branch City of Melbourne

Leanne Mitchell Team Leader City People, Social Investment Branch City of Melbourne

Anne Malloch Team Leader City Issues, Social Investment Branch City of Melbourne

Clinton Moore Social Planner, Social Investment Branch City of Melbourne

Kerry Hylton Social Planner, Social Investment Branch City of Melbourne

The Social Investment Branch is responsible for delivering initiatives relating to city safety, homelessness, youth services, international students, preventing violence against women, cultural diversity, community grants, disability and inclusion and programs to Melbourne's Indigenous community.

The Social Investment staff predominantly have experience in local government and the community sector.

## **1.5 Instructions**

Instructions to provide expert evidence were received from Hunt & Hunt Correspondence 28 July 2016. Further instruction was received in Hunt & Hunt Correspondence dated 3 August 2016 Instructions.

## **1.6 Details of any external expertise**

No external expertise was used in preparing this statement.

## **1.7 Facts, matters and assumptions**

Guide to Expert Evidence Planning Panels Victoria

## **1.8 Other reference documents**

This evidence statement is informed by the relevant City of Melbourne policy documents and strategies:

- Council Plan 2013–17
- Beyond the Safe City Strategy 2014-17
- Homelessness Strategy 2014–17
- Understanding Accessibility for Sensory Disabilities.
- Changing Places

## 2. General Overview

### 2.1 Introduction

Chapter 10 Social and Community provides an assessment of the social and community impacts associated with the construction and operation of Melbourne Metro. Responses have been drafted to address the general impacts such as safety, of the MMRP on identified communities.

The City of Melbourne's definition of community safety is one that requires that "people individually and collectively are protected as far as possible from hazards or threats that result from the criminal or antisocial behaviour of others and are equipped or helped to cope with those they do experience"; and that "the actual and perceived safety existing in any community" are addressed. The City of Melbourne's commitment to community safety extends throughout the City's 24 hour cycle.

This Submission puts forward information and recommendations regarding how to address the issues of displacement of people experiencing homelessness, ensuring equity of access and inclusion, and efficient management of the City of Melbourne's Syringe Bin Program. The application of Crime Prevention Through Environmental Design (CPTED) is integral to effectively responding to each of these issues and to the more general impacts identified.

The issues of homelessness, equity of access and crime prevention and community safety are of equal relevance and concern across the municipality, and therefore across the totality of the MMRP.

#### Overarching recommendations

1. In consultation with City of Melbourne, develop a plan to consult with the services and authorities serving and/or representing communities and individuals who are vulnerable and/or marginalised.
2. In consultation with the City of Melbourne introduce measures such as provision of information and Connect / Respect training to MMRP site managers, businesses local to each site, and others as relevant.
3. In consultation with City of Melbourne and Victoria Police develop a plan to apply the principles of CPTED and design a structured CPTED auditing process.

Suggested New EPRs	
EPR Area	Proposed New EPR / Suggested Area for New Additional EPR
Vulnerable communities	In consultation with City of Melbourne, develop a plan to consult with the services and authorities serving and/or representing communities and individuals who are vulnerable and/or marginalised.
Homelessness	In consultation with the City of Melbourne introduce measures such as provision of information and Connect / Respect training to MMRP site managers, businesses local to each site, and others as relevant.
Crime Prevention	In consultation with City of Melbourne and Victoria Police develop a plan to apply the

	principles of CPTED and design a structured CPTED auditing process.
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## 2.2 Summary of Key Issues

The Metro Rail Project will have a number of impacts on the following:

1. Access and mobility issues throughout the construction period and post completion at all station precincts.
2. The displacement of people sleeping rough throughout the CBD during construction particularly in and around the proposed CBD South Station precinct.
3. City of Melbourne’s Syringe Bin Infrastructure.
4. Crime prevention through environmental design.

## 2.3 Access and mobility issues throughout the construction period at all station precincts.

There will potentially be a range of issues affecting people with access and mobility issues throughout the construction phase of MMRP.

Chapter 10 of the ESS ‘Social and Community’ outlines a range of negative social impacts of the Metro Rail Project, however the impact on people with a disability during construction has not been adequately investigated.

With the summary profiles of suburbs there is no information on the number of people with a disability or older people. Also, under legislative requirements, 10.3 the Federal Disability Discrimination Act 1992 is not cited. The Human Rights Commission sees this Act as protecting individuals across Australia from unfair treatment in many parts of public life. The Act makes disability discrimination unlawful and promotes equal rights, equal opportunity and equal access for people with disabilities.

Therefore the City of Melbourne recommends changes be made to the EES with recommendations outlined below to ensure people with a disability and their carers can access all areas surrounding the construction sites and on completion of MetroRail, have access to a range of facilities and services. These recommendations will ensure people with a disability will have equal with other citizens to the public realm during construction, and on completion, again equal access to MetroRail.

With the establishment of new stations, the City of Melbourne has made recommendations which go beyond existing access standards. Changing Places facilities, for example are currently not part of the Australian Standards, however by completion of MetroRail, such facilities may be mandatory. Also with the implementation of the National Disability Insurance Scheme, more people with a disability will have more resources and many will be traveling independently on public transport.

The City of Melbourne, in our recommendations for access initiatives during construction, and identifying a range of new services in the new train stations is aiming to achieve a number of outcomes. First, identifying and responding to heightened community expectations for enhanced access for all, second, identifying best practise in the access field, and third raising the bar around access to ensure when Metro Rail commences operation in ten years’ time, its infrastructure and services for PWD and their carers will not be inadequate in meeting the needs of this group.

Access to Ross House throughout the construction period should be considered a priority and possible alternative routes be planned for.

Ross House is a self-managed and community owned non-profit organisation in Flinders Lane that provides affordable, accessible office space to over 50 small nonprofit groups working towards environmental and social justice.

Seventeen disability organizations use Ross House. Ross House. Staff stated many members use Flinders Street Station to access the CBD and Ross House. These groups are Ablelink, (support deaf blind groups) Action for More Independence and Dignity in Accommodation, (AMIDA) Australian Federation of Disability Organisations, Blind Citizens Australia, Brain Injury Matters, Charles Bonnet Syndrome Foundation, Disability Discrimination Legal Service, Disability Resources Centre, Disabled Wintersport Australia, Lotus Group Projects, Reinforce, Retina Australia, Self Advocacy Resource Unit, Spina Bifida Foundation of Victoria, STAR – Victorian Action on Intellectual Disability, Stroke Association of Victoria, Brain Injury Matters and United Brains.

Ross House staff estimate up to ninety people with a disability use Ross House each day with numbers increasing substantially with forums and presentations. This number does not include elderly groups using Ross House such as University of the Third Age which has 130 participants a week.

Staff have noted the number of people with disabilities has dropped dramatically during the upgrade to suburban level crossings and subsequent- train disruptions.

Of note people with an intellectual disability and vision impairments have Travel Trainers to teach them to travel independently to Ross House and other regular locations. Also many people with a vision impairment had sight when younger and remember what the Swanston Street Flinders Street precinct looked like. This assists them with navigating in this CBD area. Both groups will require specialist navigation assistance during the construction period.

### **2.3.1 Recommendations**

#### **2.3.1.1 During construction of stations the following are recommended for Ross House and all construction sites:**

1. At all construction sites Wayfinding signage to include audible signals for deaf community, Braille for blind community.
2. Utilization of the Ross House weekly email newsletter, have quarterly information sessions at Ross House and have dedicated staff working with Ross House management and groups before and during the construction period.
3. Access audit and upgrade of Degraeves Street underpass and Campbell Arcade be completed as PWD may use this as an alternative route to Ross House and into the CBD during construction. Consideration for the installation of lift in Campbell Arcade as part of the redevelopment of Flinders Street Station.
4. Provide for the expansion of the Travellers Aid Medical Companion Program to guide some PWD and elderly people around construction sites to Ross House and other CBD locations.
5. Targeted engagement and consultation with disability and older person's populations is suggested to ensure their access needs are met. It is also recommended that targeted risk mitigation strategies addressing the needs of people with disability are developed for example: for people who are deaf, ensuring cues for oncoming large trucks are visually obvious. Each station development will require different risk mitigation strategies

6. Fund the City of Melbourne to expand the City Ambassador Program to assist people with a disability and older residents around sites during the construction period.
7. Audit existing tactile ground surface indicators and other wayfinding indicators in the vicinity of the construction areas. If required, install additional wayfinding indicators to Ross House to facilitate use of alternative routes during the construction period.
8. Development of a communications strategy to inform disability groups and individuals of changing physical conditions around construction sites. Google and access maps to be immediately updated by the MMRA.
9. iPhone/app recharge points for PWD and other vulnerable at public transport locations to ensure access to information near construction sites
10. Building numbers near construction sites be clear and visible to assist with navigation
11. Near each construction site an information service/booth be established to assist PWD and all vulnerable groups.
12. Funding of a communication booklet to allow vision impaired and deaf/blind people to communicate with the general public and request transport assistance.
13. Installation of quality alternative routes around construction sites.

In the report titled 'Understanding Accessibility for Sensory Disabilities,' a range of access barriers people with sensory disabilities experience in the City of Melbourne are noted. Of particular note is the issue of infrastructure changes and the difficulties this creates for people with sensory disabilities.

#### **2.3.1.2 With the completion of MMRP the following are recommended**

1. Recharge facilities at all stations to enable recharge of scooter and wheel chairs batteries. Larger floor space sized lifts to be provided to meet the needs of people in wheel chairs, scooters, prams, wheelie walkers and tourists with luggage.
2. Dementia Friendly principles such as differentiating colours to delineate walls and fixtures and ensuring clutter free pedestrian spaces to allow ease of access around the facility.
3. Appropriate accessible seating for ambulant and older persons (varying left and right hand arm rest supports; no arm rests to allow easy transfer out of wheel chairs or scooters).
4. Accessible and free of charge water fountains for drinking and refill of water bottles to address issues of extreme heat.
5. The proposed hospital/university station in Parkville may require additional personal care facilities such as already provided by Travellers Aid at Southern Cross Station. Luggage storage, Medical Companion Service, hiring of motorised scooters, baby change facilities, information and a rest area will assist PWD.
6. The provision of Changing Places facilities to ensure those people with mobility issues are able to access suitable toilet and changing facilities at every station. Refer to <http://changingplaces.org.au/>



## 2.4 The displacement of people sleeping rough in throughout the CBD

The areas to be considered are varied and diverse, and may not previously have experienced these impacts of social issues.

Displacement of the many people who are experiencing homelessness and who currently use the areas within any of the construction zones could result in an increase of resident and business concerns regarding contested use of public space and of public safety.

### 2.4.1 Recommendations

1. Monitoring of any displacement will be undertaken by City of Melbourne in partnership with homelessness support services such as Launch Housing and the Salvation Army.
2. The City of Melbourne delivers the Connect Respect Project (see Attachment 1), working collaboratively with businesses to support them in their own best responses to the impacts of homelessness on the business sector.
3. It is suggested that this project be delivered throughout the CBD to businesses impacted by people sleeping rough who may have been displaced by the construction of new stations.

## 2.5 City of Melbourne's Syringe Bin Infrastructure

The City of Melbourne provides a range of free services to ensure that needles and syringes are disposed of safely. As part of this program the City of Melbourne has close to 500 syringe bins throughout the municipality. A number of these are located within the station precincts and construction zones of the MMRP.

Please refer to Attachment 2, in which maps are provided indicating syringe bin locations.

### 2.5.1 Recommendations

1. Replace all syringe bins in locations as close as possible to the station precincts.
2. All new stations to have syringe bins installed and maintained by the appropriate authority.

## 2.6 Crime prevention through environmental design (CPTED)

Throughout the construction phase there is potential for some areas, particularly in the CBD, to experience a significant increase in the number of pedestrians because of displacement from Swanston Street.

Of particular vulnerability are areas such as the south end of Elizabeth Street where there are existing concentrations of fast food outlets and are reported by Victoria Police as known hot spots for anti-social and criminal behaviours during the day and at night.

During construction, the area will experience increased pedestrian traffic if PTV's Night Network pilot, currently extended to June 2017, becomes a permanent all-weekend service.

Post construction the Elizabeth Street south end will enjoy a renaissance and recognition as a key gateway to the CBD.

More information about CoMs approach to CPTED is included in Attachment 3.

### **2.6.1 Recommendations**

1. In partnership with Victoria Police conduct regular CPTED audits of the construction site's areas of impact.
2. Changes in patterns of pedestrian movement should be monitored and consideration given to avoid bottlenecks and leading people into dark areas or dead ends. This can particularly take place close to construction hoarding. Street trading needs to be included for assessing of impact on pedestrian movement and general accessibility.
3. Consideration needs to be given to interventions such as providing street entertainment later / late at night, installation of increased and creative lighting in and around the breadth of the construction site.
4. Post construction the City of Melbourne's infrastructure improvements planned for the south end of Elizabeth Street will continue to provide a safer and welcoming day and night time environment. CPTED principles are a key basis of the design's planning and development stage.

### 3. Declaration

I have made all the inquiries that I believe are desirable and appropriate and no matters of significance which I regard as relevant have to my knowledge been withheld from the Inquiry and Advisory Committee. All opinions expressed are my own.



Dean Griggs

Manager Social Investment

# Attachment 1:

## Connect Respect – Project Overview and Collateral

### Background

The Connect-Respect pilot project was commissioned by the City of Melbourne to develop innovative ways of addressing public safety around the perceived growing problem of homelessness within Melbourne's CBD.

Connect-Respect was initiated in response to issues raised at a regular forum between Melbourne's business community and Victoria Police.

Connect-Respect's key themes were social inclusion and creating community partnerships. By engaging with businesses, specialist homelessness service providers and people with a lived experience of homelessness, the project aimed to develop a better understanding of the reality of the issues and respond with practical, positive solutions for all those involved.

It is linked to the City of Melbourne's wider Public Space Improvement Program (PSIP) which includes a range of initiatives to make the city a safe place to live, work and visit during the day and at night.

The Connect-Respect pilot 2015 concentrated on the area bordered by Elizabeth, Swanston and Flinders Streets and Flinders Lane. The Swanston Street frontage of St Paul's Cathedral was included.

This precinct is busy throughout the day and the night, given its proximity to Flinders Street Station. The Night Network buses, cluster of late night fast food venues, proximity to numerous community/welfare services and arrivals of food vans distributing free food to people in need create a mixture of patrons and visitors. People experiencing homelessness are over-represented in this area, as are people begging. Safety after hours was noted as a particular concern.

Traders of large and small premises were interested and willing in being involved in developing local solutions for and about people experiencing homelessness, and for those who are marginalised, transient, vulnerable or unwell. This was particularly the case if traders were given information about the benefits of getting involved, rather than simply being presented with another problem.

### Connect Respect Phase Two 2016

Connect Respect Phase Two builds on the initial positive outcomes of the Pilot, implementing more of the practical solutions put forward by participants, and ensures a robust evaluation of outcomes.

Businesses are provided with tools that are easy to use. Training that is both simple to engage with and responsive to business needs and constraints is conducted. Through these steps, CoM is trialling a package of the recommended interventions as new ways of tackling these challenging social issues. Responsibility for solving issues is extended beyond the traditional service response and law enforcement approach.

People with a lived experience of homelessness are involved in all aspects of the project from the Steering Committee to the project delivery and developing pathways for continued involvement where possible. The service sector networks provide valuable expertise and strengthen links between the businesses and the services to support people experiencing homelessness in the City.

## Attachment 2:

# CBD South Station Precinct – Melbourne Metro Rail Syringe bin locations



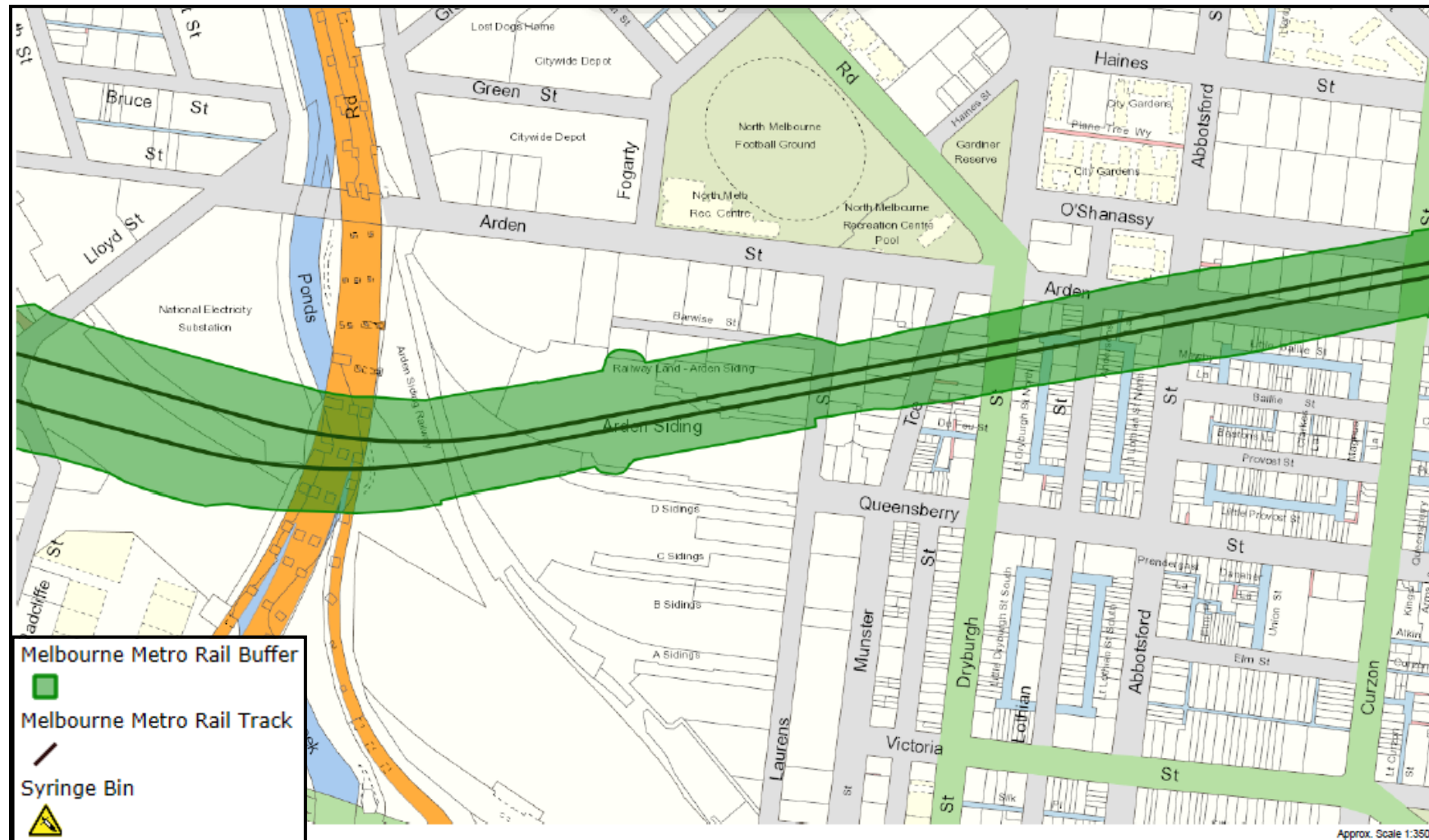
# CBD North Station Precinct – Melbourne Metro Rail Syringe bin locations



# Parkville Station Precinct – Melbourne Metro Rail Syringe bin locations



# Arden Station Precinct – Melbourne Metro Rail Syringe bin locations





## **Attachment 3:**

### **Crime Prevention Through Environmental Design (CPTED)**

The MMRP works will have significant consequences for public perceptions of safety in and around the area of construction.

One of CoMs four-year priorities is to “Apply crime prevention through environmental design (CPTED) principles to increase safety in public spaces”.

CPTED is a set of principles that seek to address environmental design issues within a particular space to reduce the fear and incidence of crime. Recent iterations of CPTED thought and practice have put a greater emphasis on how good environmental design is not only about preventing and reducing crime but also about building and sustaining healthier and happier communities, particularly at a neighbourhood level.

CoM therefore developed its four year Public Space Improvement Project (PSIP) 2013-17 to improve not only the safety of the City’s public spaces, but also the wellbeing of city users and residents by applying CPTED principles and practices. This work has included advocating for infrastructure improvements to enhance the quality of the public realm and creating specific opportunities for community members to interact positively with their city.

Residents, business owners, service providers and related organisations, Victoria Police and State Government continue to play key partnership roles.

Victoria Police and CoM officers are trained in the understanding and application of CPTED principles and practice. Victoria Police provide access to data, expertise in crime prevention strategies, additional police operations, and information and insights learnt from their operational duties.

The south ends of Swanston Street and Elizabeth Street and the adjoining length of Flinders Street comprise a significant area of focus.

This location has already been audited on three separate occasions during the day and late at night, resulting in improvement plans being developed which identify both short to medium term goals.

In further work, CoM’s Elizabeth Street South Streetscape Improvement Plan has identified the strategic opportunity to create the street’s south end as a gateway to Melbourne’s retail core and to improve the safety, accessibility and amenity of this important place in Melbourne.

The intent of all work remains relevant post the completion of the MMRP, as well as for the duration of the construction works. CoM will be and remain responsive to short and medium term goals that address the amenity, safety and public uses of the municipality.

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hunt & hunt  
lawyers

28 July 2016

Dean Griggs  
Manager Social Investment  
c/- City of Melbourne  
90-120 Swanston Street  
Melbourne VIC 3000

Our ref: TXR1/NXS  
Matter no: 9613710

**By email: [Dean.Griggs@melbourne.vic.gov.au](mailto:Dean.Griggs@melbourne.vic.gov.au)**

Dear Mr Griggs

**Melbourne Metro Rail Project  
Environment Effects Statement Inquiry  
Instructions for expert evidence**

We are assisting the City of Melbourne (CoM) finalise its submission to the Inquiry on the Environment Effects Statement (EES) and the Advisory Committee for the Planning Scheme Amendment (PSA), both in respect of the Melbourne Metro Rail Project.

Thank you for agreeing to prepare and present expert evidence at the joint Inquiry and Advisory Committee for CoM.

**What is your evidence about?**

CoM requires that you prepare and present expert evidence in relation to consideration of Social and community impacts associated with:

- Melbourne Visitor Centre at Federation Square;
- Swanston Street (particularly the City Ambassador Project);
- displacement of people experiencing homelessness;
- displacement of students and young people;
- the city night environment;
- altered pedestrian movement;
- syringe bin Infrastructure; and
- increased truck movements on vulnerable road users.

**Timeline**

The public hearing of the Inquiry will commence on 22 August 2016, running for approximately six weeks. You will be advised of the venue and the time that you will be required to attend the hearing in order to present your evidence, as soon as CoM receive the indicative timetable.

Any expert evidence to be presented at the Inquiry requires the submission of a detailed written report by **12 August 2016**.

CoM currently expects to call approximately 12 experts in 10 different fields (with 9 CoM employees giving evidence). With the tight timeframes for preparation and submission of the evidence, this process requires considerable internal coordination to ensure that the legal team has sufficient time to review and comment on all evidence reports before finalisation and submission.

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INTERLAW.

To assist in this process of finalising the evidence reports, we ask you to have your draft evidence report ready for review by **5pm 8 August 2016** and to be available in the following days to finalise your report. Smaller reports are required to be ready first as the larger reports will require more time to prepare.

Your draft report should be emailed in Word format to Karen Snyders [Karen.Snyders@melbourne.vic.gov.au](mailto:Karen.Snyders@melbourne.vic.gov.au) and Nick Sissons [nsissons@huntvic.com.au](mailto:nsissons@huntvic.com.au) as soon as it is ready for review.

Please be assured that you have the support from the CoM Directors and Managers for you to dedicate your time to this process without delay so that a unified approach is presented from the CoM by having all expert evidence reports ready on time.

#### **What is required?**

We understand that this may be first time that you are being required to present expert evidence to an Inquiry or Advisory Committee. To assist you in preparing your evidence report we suggest that you review the Planning Panel Victoria's Guide to Expert Evidence ([http://www.dtpli.vic.gov.au/data/assets/word\\_doc/0017/231263/G2-Guide-to-Expert-Evidence-April-2015.DOCX](http://www.dtpli.vic.gov.au/data/assets/word_doc/0017/231263/G2-Guide-to-Expert-Evidence-April-2015.DOCX)). This guide provides useful information to assist in preparing evidence reports. Other useful guides from Planning Panels Victoria about the general process are also available online (<http://www.dtpli.vic.gov.au/planning/panels-and-committees/planning-panel-guides>).

Please note that whilst you are employed by the CoM, you are being asked to present expert evidence as a professional with suitable experience and qualifications in your field. This means that you must present your professional opinion on the matters that have been advanced by the CoM in its submission on the EES and PSA. You must also ensure that you comment only on matters that are within your field of expertise and matters that are within the EES and PSA. You can reference any existing publicly available material, reports, studies or policy as support or justification for your opinions but you must not reference any confidential information of the CoM.

The joint Inquiry and Advisory Committee requires that CoM provide it with copies of any referenced materials in any expert evidence statements. Accordingly, please provide a copy or external web link to any reports, studies or policy that you have referenced so that we can compile a complete list of reference materials for submission to the joint Inquiry and Advisory Committee.

We also understand that you may have been involved in other aspects of this project whilst performing your role at CoM and you may have previously worked directly with the 'CoM and Melbourne Metro Rail Authority' working group. As part of your evidence that you are being asked to prepare, you are not required to comment on any information, designs or other discussions that are not specifically included within the EES or PSA and CoM submission. Of course, when discussing alternative options or deficiencies, it may be a matter of professional opinion if you believe that the EES or PSA has left out other relevant considerations that should be raised for consideration.

Generally, you have a duty to the joint Inquiry and Advisory Committee to ensure that your report complies with the content and form requirements of Planning Panel Victoria's Guide to Expert Evidence.

**Consistency of format for CoM staff expert evidence reports**

You should have regard to the CoM submission on the EES and PSA. We ask that you structure your expert evidence in a manner that uses or aligns with the following precincts or subject areas where possible:

1. Fawkner Park and the Domain.
2. Tunnel Alignment and Emergency Access.
3. Western Portal (Kensington).
4. Arden Station Precinct.
5. Parkville Station Precinct.
6. CBD North Station Precinct.
7. CBD South Station Precinct.
8. Domain Station Precinct.
9. Noise and Vibration.
10. Planning Scheme Amendment.

Within any given precinct, we ask you to provide an opinion on any relevant options, issues or deficiencies that have been raised in the CoM submission. If you intend to stray from the substance of the CoM submission, please only do so after confirming this with Karen or myself.

There may also be an obligation on witnesses to attend a conclave of like-minded experts in order to help draft a statement setting out where the respective witnesses agree and disagree. We will provide you with further information about this as it comes to hand.

This approach will ensure consistency in the CoM evidence and enable Council's legal advocates to focus on a precinct by precinct basis in presentation of the CoM submissions during the Inquiry. It will also assist Council's legal advisors determining if aspects of your evidence has been addressed by other submitters.

We have provided you with an example word template document that can be used to assist you in drafting your expert evidence if you require. However, this is not intended as a one size fits all and you should structure your statement in any manner that assists in providing a clear and concise opinion on the points raised in the CoM Submission.

**Presentation to joint Inquiry and Advisory Committee**

Generally it should be assumed that the joint Inquiry and Advisory Committee members and all other participants have read your statement.

CoM will be strictly limited in its time allocated to present its submission to the joint Inquiry and Advisory Committee.

Accordingly, we ask that you prepare a short 20 minute presentation of the key issues in your statement. If you believe that you need more than this time please see us as soon possible so that we can discuss requirements with you directly. You may wish to use an example to highlight

any particular concerns. You will also be asked questions, so please keep your presentation short and concise.

If you intend to use PowerPoint to present your key points at the hearing, please discuss this with us. Any PowerPoint presentation you wish to use must be finalised at the same time as your draft statement of evidence as it will need to be submitted with your statement of evidence.

You should attend the hearing with your statement and all copies of any reference material that you have referenced. All documents will need to be tendered electronically in advance of the hearing.

**Further information**


You will find links to the documents of the EES and PSA as follows:

EES - <http://metrotunnel.vic.gov.au/ees>

PSA - <http://metrotunnel.vic.gov.au/ees/planning-scheme-amendment>

Please do not hesitate to contact Karen Snyders [Karen.Snyders@melbourne.vic.gov.au](mailto:Karen.Snyders@melbourne.vic.gov.au) or Nick Sissons [nsissons@huntvic.com.au](mailto:nsissons@huntvic.com.au) if you require any further information about this process.

Yours faithfully  
**Hunt & Hunt**



**Nick Sissons**  
Associate

**Contact:**  
Nick Sissons  
D +61 3 8602 9357  
E [nsissons@huntvic.com.au](mailto:nsissons@huntvic.com.au)

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3 August 2016

Dean Griggs  
Manager Social Investment  
City of Melbourne

Our ref: TXR1/NXS  
Matter no: 9613710

By email: [Dean.Griggs@melbourne.vic.gov.au](mailto:Dean.Griggs@melbourne.vic.gov.au)

Dear Mr Griggs

**Melbourne Metro Rail Project  
Environment Effects Statement Inquiry  
Expert Evidence – Supplementary Instructions**

We confirm our request for you to provide expert evidence to the forthcoming Inquiry and Advisory Committee (IAC) in relation to the matters addressed in the City of Melbourne Submission to the Environment Effects Statement (**Submission, EES**).

**Scope of your evidence**

In the preparation of your evidence, please carefully consider the Terms of Reference for the IAC ([http://www.dtpli.vic.gov.au/data/assets/pdf\\_file/0008/297107/Melb-Metro-ToR.pdf](http://www.dtpli.vic.gov.au/data/assets/pdf_file/0008/297107/Melb-Metro-ToR.pdf)).

Your expert evidence should also have regard to the Environmental Performance Requirements (EPRs). The EPRs are located within each section of the EES (<http://metrotunnel.vic.gov.au/ees/documents>). Your expertise may relate to one or more of the sections of the EES and any number of EPRs. Please consider whether any of the matters addressed in the Submission will be adequately dealt with by the proposed EPRs, making recommendations for changes, where appropriate.

Please note that the MMRA has also started to provide "Technical Documents" to the IAC (<http://www.dtpli.vic.gov.au/planning/panels-and-committees/current-panels-and-committees/melbourne-metropolitan-rail-inquiry>). These might be said to vary the EES so it is important you read them carefully and comment on them as appropriate.

However, as the status of these Technical Documents is unclear, please do not assume that matters addressed in the Technical Documents necessarily resolve matters raised in the Submission.

**Circulation of Evidence**

We have now been advised that we must print and deliver 20 printed copies of your statement to Planning Panels Victoria Office by 10:00am on 12 August 2016, we will not be able to extend timeframes for circulation of your evidence. **This means that we will need your completed report by COB on 8 August to enable us sufficient time for review, print and circulate your report.**

Please provide your statement in Microsoft Word format for us to convert PDF format for circulation, including an electronic signature.

**Hearing dates**

The City of Melbourne has been allocated the following dates to present its case:

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1. 5 September 2016 (10:15 am – 1:00pm and 2:00pm – 4:30pm);
2. 6 September 2016 (10:15 am – 1:00pm and 2:00pm – 4:30pm); and
3. 22 September 2016 (10:15am – 12:30pm).

We will provide you with further information as to when you may be required to attend the hearing to present evidence, but **to the extent that is possible to do so, please keep these dates clear in your diary**. If you have any constraints please contact us immediately.

The hearing will be conducted in the conference room at the Mercure Treasury Gardens, 13 Spring Street, Melbourne.

#### **Expert conclaves**

You may also be required to attend a conclave of experts, to be held sometime between **15 August 2016** and before **22 August 2016**.

At a conclave, you may be asked to prepare a statement of matters where you agree or disagree with other expert witnesses. Such statements must be tabled at the hearing on the earlier of: 22 August 2016; or one clear business day prior a relevant witness being called.

**Please indicate your availability to attend such a meeting in the week commencing 15 August 2016.**

These meetings should be arranged by MMRA's experts, however, we will confirm with you if we are advised of any proposed meeting date and time.

#### **Directions relating to expert reports**

The Chair of the IAC has directed that expert witness reports should not refer to individual submitters by name, but by submission number. Please follow this direction if you are making reference to any submitter other than the City of Melbourne.

Please note that expert reports will be available to the public via publication on the Melbourne Metro Rail Project website.

Please do not hesitate to contact Karen Snyders [Karen.Snyders@melbourne.vic.gov.au](mailto:Karen.Snyders@melbourne.vic.gov.au) or Nick Sissons [nsissons@huntvic.com.au](mailto:nsissons@huntvic.com.au) if you require any further information.

Yours faithfully  
**Hunt & Hunt**



**Nick Sissons**  
Associate

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