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| **Date** | Friday 14 December 2018 | **Meeting No** | 16 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.30am |
| **Location** | Victoria Room  Queen Victoria Women’s Centre, Melbourne | **Minutes** | Alana Clarke |

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| **Members** |  |  |
| *Present*   * Chris Lovell [**Chair**] * Mark Kelly, Victoria Police Melbourne East Station * Melanie Ashe, Flinders Quarter * Emily Kropf, St Paul’s Cathedral * Fiona Van, RMIT * Kim Thong, RMIT * Doug Thomson, RMIT * Maria Groner, Travellers Aid * Rob Moore, City of Melbourne * Graeme Blackman, Westin Owners Corporation * Paul Jeffries, The Westin Melbourne * Simon Pockley, Bible House * Faruk Delalic, Verve and Milano Residential Buildings * Alex Romanic, Franklin Lofts * Bodo Zeschke, Franklin Lofts * Marg Dennis, Flinders Quarter * Pin Ng, UniLodge * Denise Nakis, Dangerfield Building | * Rob Richards, Dangerfield Building * Peter Brown, Manchester House * Eugénie Austin, UniLodge   *Apologies*   * Brian Maddock, Yarra Trams * Graham Jephcott, ACMI * Elizabeth Beal, ACMI * Paul Kanally, Federation Square * David Gundy, St Paul’s Cathedral * Simon Were, Melbourne City Baths * Hanh Chau, State Library of Victoria * Luke Taylor, Poolhouse Coffee * Debra Watts, The Westin Melbourne * Simon Cozens, The Practical Man Scott Alley * Megan Herring, Young and Jackson Hotel * Dev Kevat, Bible House | * Anna Manarczyk, Melcorp Strata * Artur Hadja, Residents 3000 * Brendan Ryan, MBCM City * Andrew Milward-Bason, Nicholas Building Association * Don Shipway, ALE Group * Anushia Bleazby, CityWest Water * Chee Wei, UEM Sunrise * Toni Magor, Currie and Richards Building * Jenna Weber, Scape * Nazzareno Marchionda, Ross House Association * Michael Griffiths, Ross House Association * Sharon Pollard, Federation Square * Robert Moore, Brady Hotel * Jessica Cerejo, UniLodge |
| **In attendance** |  |  |
| *Present*   * Jodie Barrington, CYP * Melinda Kelly, CYP * Kristina Gorman, CYP | * Matt Reid, CYP * Joe Mansell, John Holland * Libby Rule, RPV | * Jordan di Stefano, RPV * Barry McGuren, RPV * Alana Clarke [**Secretariat**] |

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| 1. | Introductions and Welcome |
|  | Matters arising:   * The CRG discussed the outstanding actions and issues register. * The CRG discussed the precinct waste management strategy (C6-4). CYP confirmed that it is discussing concept design with City of Melbourne and key stakeholders. CYP agreed to meet individually and hold a joint meeting with key stakeholders and City of Melbourne to discuss the strategy further. * The CRG discussed the recycling program for bluestone excavated from Flinders Quarter (C15-3). CYP confirmed that the rock excavated from Flinders Quarter is broken, brittle, and chipped. The quality of the rock too compromised be reused in construction on site and is planned to be recycled into road material. CYP clarified that other bluestone across the project is being reused in construction. The CRG expressed dissatisfaction with this outcome. CYP agreed to investigate alternative ways to reuse the bluestone excavated from Flinders Quarter. |
| 2. | **Presentation from Early Works Managing Contractors (John Holland)** |
|  | Presentation by Joe Mansell (John Holland) on current and upcoming works.  Matters arising:   * The CRG discussed early works in Flinders Quarter. John Holland confirmed that it has completed its stage of the demolition work and that CYP will complete the final stage of the ground slab demolition in early 2019. John Holland confirmed that the pedestrian gantry around the Nicholas Building will remain in place during the Christmas holiday period. * Chris Lovell raised traffic management on Victoria Street. John Holland confirmed that the current system is a temporary arrangement. John Holland confirmed that concrete barriers are expected to remain in place until late March 2019. Normal traffic arrangements on Victoria Street will resume after this date. |
| 3. | Presentation from Cross Yarra Partnership |
|  | Presentation by Melinda Kelly (CYP) on State Library Station current and upcoming works.  Presentation by Kristina Gorman (CYP) on Town Hall Station current and upcoming works.  Presentation by Matt Reid (CYP) on environment management.  Matters arising:   * Victoria Police raised incidents of objects being thrown at construction workers from height. Victoria Police confirmed that individuals have been charged in relation to these incidents. Members of the CRG were encouraged to report instances of misconduct directly to the police, including vandalism. CYP confirmed that they will pass reports of misconduct to the police when received. * The CRG discussed tunnelling methodologies. CYP agreed to present on geotechnical findings and the various tunnelling methodologies (the use of road headers and TBMs) at a future meeting. * Peter Brown raised truck movements during periods of high pedestrian activity. CYP agreed to investigate the potential to schedule truck movements around periods of high pedestrian activity. * Paul Jeffries raised noise mitigation for concrete pumps. CYP agreed to provide an update. * Graeme Blackman raised noise mitigation strategies for works at City Square. CYP confirmed that construction of an acoustic shed at City Square is scheduled to begin in mid-2019 for completion in late 2019. CYP agreed to provide further information on the works methodology and timeline for excavation of the concrete slab at City Square. * The CRG discussed out-of-hours works in Flinders Quarter. CYP confirmed that the existing pedestrian gantry is scheduled to be removed and a new gantry installed overnight in mid-January. CYP confirmed that there are no additional night works scheduled at this stage. * The CRG discussed noise levels during evening and night works. CYP confirmed that if modelling indicates that noise will exceed target levels, works will not proceed until suitable methodology has been identified. CYP confirmed that unexpected breaches during works trigger an alert to stop work. The CRG expressed dissatisfaction with the process for addressing out-of-hours noise breaches. CYP encouraged residents to contact project staff directly via the 1800 105 105 number with any future out-of-hours noise complaints. * The CRG discussed works notification periods and communications for out-of-hours works. CYP acknowledged the group’s dissatisfaction with notification periods in the past and committed to provide more thorough communication on the matter in future. CYP confirmed it will provide minimum seven days’ notice for future night works and agreed to provide more specific detail to directly impacted stakeholders closer to works. * The CRG discussed noise monitoring and reporting on noise spikes. CYP confirmed that it has taken past feedback on board and has adjusted its reporting to represent noise spikes more closely. CYP confirmed that that it is committed to reducing the impact of night works by introducing mitigation measures where possible. CYP stressed the importance of community feedback and encouraged members to continue to engage with them directly on these matters so improvements to methodologies can continue to be made. |
| C16-1 | Present on geotechnical findings and tunnelling methodologies. |
| C16-2 | Provide further information on the works methodology and timeline for excavation of the concrete slab at City Square. |
| C16-3 | Include noise monitoring results for the Dangerfield building in future presentations. |
| 4. | General feedback and items for future discussion |
|  | Matters arising: Nil. |
| 5. | Meeting close |
|  | Matters arising:   * The next meeting will be held 7.30am-9.30am Friday 8 February 2019, at Rail Projects Victoria Level 5 Theatrette, 121 Exhibition Street Melbourne. |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| C16-1 | Present on geotechnical findings and tunnelling methodologies. | CYP | Open |
| C16-2 | Provide further information on the works methodology and timeline for excavation of the concrete slab at City Square. | CYP | Open |
| C16-3 | Include noise monitoring results for the Dangerfield building in future presentations. | CYP | Open |