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| **Date** | Wednesday 8 April 2020 | **Meeting No** | 21 |
| **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
* Neil Hutchinson, City of Melbourne
* Jane Pickworth, Albert Road Clinic
* Fraser Read-Smith, G12+
* Colin Stuckey, Melbourne Grammar School
* Gary Buck, The Botanica Apartments
* John Bartels, City of Port Phillip
* Kate Blackwood, Yarra Trams
* Sara Parmar, Yarra Trams
 | *Present** Rob Mair, CYP
* Richard Kaser, CYP
* John Goding, CYP
* Jordan Turner, 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
* Andrew Bennett, South Yarra Residents Association
* Clare Hart, Royal Botanic Gardens
* Dean Nightingale, G12+
* Greg Gilmour, Shrine of Remembrance
* Andrea Coote, The Domain
* Michael Butcher, Melbourne South Yarra Residents Group
* Jan Swinburne, local resident
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| 1. | Welcome  |
|  | Matters arising:* Jeni Coutts welcomed members to the first virtual meeting of the Community Reference Group (CRG) and discussed the new format of the meeting.
* The CRG discussed the Outstanding Actions and Issues Register.
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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 Richard Kaser (CYP) on ground movement monitoring.Presentation by Camila Eviston (CYP) on environment management.Presentation by Mary Parker (CYP) on creative program. Matters arising:* Gary Buck raised vibration from tunnelling and commented that residents had experienced increased vibration in their homes during d-wall construction when works were further away from their properties. CYP confirmed the level of vibration produced by tunnelling activities varies depending on the soil quality, with rock producing higher levels of vibration than soft soils. CYP confirmed it has applied a consistent but conservative model across the tunnel alignment.
* The CRG discussed community engagement sessions ahead of tunnelling works in the precinct. CYP confirmed it is investigating alternatives to hold virtual engagement sessions and provide information to the community via pre-recorded videos with its tunnelling expert Andreas Mindt.
* Gary Buck asked whether there is a process in place to halt tunnelling works if vibration becomes severe. CYP confirmed its model has not predicted vibration to be anywhere near the level that would exceed the criteria for NV8, however it has progressive live monitoring ahead of the TBM that would enable a stop to tunnelling if there were significant enough concerns about extensive damage to buildings.
* Bernadene Voss queried night truck routes for spoil removal. CYP confirmed trucks will use Dallas Brooks Drive and exit the precinct via the Shrine of Remembrance at night.
* Gary raised daytime works noise during COVID-19 working from home arrangements and commented that his building has reported the most noise between 7-8am. CYP thanked Gary for the feedback and agreed to share it with the site to investigate options to mitigate this.
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| 3. | General feedback and items for future discussion |
|  | Matters arising:* Gary Buck raised water pooling on the footpath outside the Botanica. CYP agreed to investigate.
* Karen Baynes raised clean up in front of Domain Hill. CYP agreed to follow up with Karen.
* Trevor Sutherland, Karen Baynes, Jane Pickworth and Fraser Read-Smith thanked CYP for the informative presentation.
* John Bartels requested timeframes for the release of the updated development plan be made available soon. CYP noted John’s request.
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| 4. | Meeting Close  |
|  | Matters arising: * The next meeting of the CRG is scheduled for 7.30am-9.30am, Wednesday 6 May 2020.
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**NEW ACTIONS AND ISSUES**

*No new actions arising.*