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| **Date** | Tuesday 16 October 2018 | **Meeting No** | 7 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.00am |
| **Location** | Botanic Room, Punthill South Yarra Grand | **Minutes** | Will McNamara |

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| **Members** |  |
| *Present*   * Jeni Coutts [**Chair**] * Georgie Birch, City of Stonnington * Jonathan Forbes, local resident * Kathy Dalton, local resident * Malcolm Ninnis, local resident * Nic Thomas, local resident * Tennessee Leeuwenburg, local resident * Gillian Fraser, local resident * Graham Hoy, South Yarra Residents Association | *Apologies*   * Lisa Wilson, City of Stonnington * Tom Howgate, local resident * James Robinson, local resident * Ruth Speedy, Toorak Road South Yarra Business Association * Paul Bellette, Café Republic * Christopher Blain, South Yarra Village Residents Group |
| **In attendance** |  |
| *Present*   * Steve Denton, Cross Yarra Partnership (CYP) * Sally Pieterse, CYP * David Glossop, CYP * Sophie Buchanan, RIA | * Daniel McKenna, RIA * James Warfe, TfV * Hannah Martin, RPV * Alana Clarke [**Secretariat**] |

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| 1. | Welcome and introduction from Jeni Coutts (Chair). |
|  | Matters arising:   * The Community Reference Group (CRG) discussed the open actions and issues register. |
| 2. | Presentation from Transport for Victoria (TfV) |
|  | Presentation by James Warfe (TfV) on the South Yarra Station Upgrade Master Plan.  Matters arising:   * Tennessee Leeuwenburg queried whether the upgrades proposed in the Master Plan would service the same number of passengers as the existing station. TfV clarified that the Master Plan is in an early stage of development and that passenger demand modelling will be undertaken. Community consultation will be ongoing. |
| 3. | **Program** |
|  | Program update presentation by Daniel McKenna (RIA) and Steve Denton (CYP).  Matters arising:   * Gillian Fraser raised tree removal along Lovers Walk. RIA confirmed that in addition to one tree, a number of shrubs along Lovers Walk will be removed. |
|  | * Graham Hoy suggested that precinct maps should be updated to reflect the walkway over Arthur Street, as this is likely to become a key pedestrian corridor during works. RIA agreed to update future maps. * Tennessee Leeuwenburg queried whether diesel generators would be used at the South Yarra Siding Reserve site, expressing concern about noise levels. RIA confirmed that a diesel generator will be used to power the site for approximately one month before switching to mains power. RIA clarified that it expects this generator will operate during the day. * Nic Thomas queried the works schedule around the holiday closure. RIA confirmed that there will be a break in works from Friday 21 December 2018 to Wednesday 2 January 2019. CYP confirmed that the Osborne Street site will be closed from Friday 21 December to Wednesday 9 January. * Gillian Fraser raised that owners at 23 William Street have not received invitations to participate in property condition surveys. RIA agreed to follow up between meetings. |
| **S7-1** | Provide an update on the timeline for South Yarra Siding Reserve diesel generator operations. |
| 4. | Traffic and transport |
|  | Presentation by Daniel McKenna (RIA) and Steve Denton (CYP) on traffic and transport.  Matters arising:   * The CRG discussed traffic management, including rat running and wayfinding in relation to the William Street Bridge closure. RIA confirmed that potential rat running has been considered and that traffic controllers will assist with the transition. CYP and RIA acknowledged issues with online map services directing drivers to make illegal turns and drive on closed roads. RPV agreed to investigate the process for updating online map database to reflect changed traffic conditions. * The CRG discussed parking, including loading zones on William Street, and residential parking on Arthur Street. RIA confirmed that it considers loading zones a key issue in the area, and that balancing the parking needs of businesses and residents is a priority. RIA confirmed that it has acquired a long-term lease on swipe-access parking on Chapel Street. This supports its alternative parking strategy to enable access to off-street parking to as many residents as possible. RIA agreed to investigate the possibility of extending resident parking on Arthur Street. * Tennessee Leeuwenburg queried whether tree removal and wood chipping works would be conducted at night. RIA confirmed that the majority of tree removal works, including chipping, are scheduled in daytime hours. |
| S7-2 | Investigate the process for updating online map databases to reflect changed traffic conditions. |
| S7-3 | Investigate the possibility of increasing resident parking on Arthur Street. |
| 5. | Environmental management |
|  | Presentation by David Glossop (CYP) on Environmental Management.  Matters arising:   * Nic Thomas raised piling methodology. CYP confirmed that it will be using bored piles to reduce noise and vibration impacts. * Nic Thomas raised graffiti on the jersey concrete barrier surrounding a nearby worksite as an indication of vandal activity in the area. CYP confirmed that in addition to installing easy-to-clean vinyl covers on its site hoardings, it is also employing deterrents including CCTV and hourly security walks while the site is closed to minimise vandalism. CYP also confirmed that it has acquired paint from VicRoads to remove the graffiti on the jersey concrete barrier. |
| 6. | General feedback and items for future discussion |
|  | Matters arising:   * Nic Thomas queried the conditions under which residents would be relocated. RPV clarified that residents are eligible for relocation when night works exceed set levels for at least 10 days in any 15 consecutive days or 40 days in any six consecutive months. RIA confirmed that it has a relocation expert on board to monitor and model impacts that could require relocation. RPV confirmed that relocation is conducted on a case-by-case basis to ensure the best outcome for affected individuals. Further information on relocation is also available on the Metro Tunnel website (<https://metrotunnel.vic.gov.au/construction/construction-impacts/resident-impacts>). * Nic Thomas raised security on laneways around the worksite. RIA confirmed that hourly security walks while the worksite is out of hours will assist in mitigating any security concerns arising from changed conditions. * The CRG raised the need to replace rubbish bins removed with the closure of the South Yarra Siding Reserve. Gillian Fraser suggested placing new bins to the south of the Osborne Street footbridge. * Gillian Fraser queried whether acquired properties will become part of South Yarra Siding. RIA confirmed that more details on this matter will be released with the RIA Development Plan. |
| **S7-4** | Investigate sites for rubbish bin replacement. |
| 5. | Meeting close |
|  | Matters arising:   * Next meeting of the CRG is Tuesday 16 October 2018. |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| S7-1 | Provide an update on the timeline for South Yarra Siding Reserve diesel generator use. | RIA | Open |
| S7-2 | Investigate the process for updating online map databases to reflect road closures. | RPV / VicRoads | Open |
| S7-3 | Investigate the possibility of increasing resident parking on Arthur Street. | RIA | Open |
| S7-4 | Investigate sites for rubbish bin replacement. | RIA / CYP / City of Port Phillip | Open |