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| **Date** | Friday, 19 January 2018 | **Meeting No** | 5 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.00am |
| **Location** | Chancellor Two Room  Hotel Grand Chancellor, Melbourne | **Minutes** | Will McNamara |

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| **Members** |  |  |
| *Present*   * Chris Lovell [**Chair**] * Melanie Ashe, Flinders Quarter   Miller, ACMI   * David Gundy, St Paul’s Cathedral * Michael Griffiths, Ross House Association * Paul Jeffries, The Westin Melbourne * Rob Moore, City of Melbourne * Peter Brown, Manchester House * Simon Pockley, Bible House * Faruk Delalic, Verve and Milano Residential Buildings * Matthew Harrington, Buildspect Consulting * Pin Ng, Unilodge * Kate Houlden, City West Water * Murray Walls, RMIT * Fiona Van, RMIT * Simon Were, Melbourne City Baths * Emily Kropf, St Paul’s Cathedral * Jess Foulds, MMRA * Barry McGuren, MMRA * Jodie Barrington, CYP * Richard Buckingham, CYP * Bec Rowe, John Holland * Matt Telfer, John Holland | * Anthony LoGiusto, Brady Hotel * Sharon Pollard, Federation Square * Maria Groner, Travellers Aid * Eamonn Fennessy, City of Melbourne * Kael Oosthuizen, Victoria Police, Melbourne East Station * Eugenie Austin, LR Reed City * Anna Manarczyk, Melcorp Strata * Margaret Dennis, Ashdowne House * Don Shipway, ALE Group * Lina Baullo, MMRA * Tye Norman, MMRA * Emmett Ahern, MMRA * Richard Buckingham, CYP * Fran Woodruff, John Holland * Anushia Bleazby, CityWest Water | *Apologies*   * Michelle Land, Yarra Trams * Adam Tanner, Victoria Police * Graham Jephcott, ACMI * Hanh Chau, State Library of Victoria * Luke Taylor, Poolhouse Coffee * Debra Watts, The Westin Melbourne * Graeme Blackman, Westin Owners Corporation * Brett Webster, The Practical Man, Scott Alley * Megan Herring, Young and Jackson Hotel * Mary Poulakis, Collins Street Precinct Association * Eamonn Fennessy, City of Melbourne * John Dall’Amico, Residents 3000 * Brendan Ryan, MBCM City * Andrew Milward-Bason, Nicholas Building Association * David Thek, John Holland * Evan Stamatopolous, CYP * Jodie Barrington, CYP |
| **In attendance** |  |  |
| *Present*   * James Tonkin, MMRA * Ayllie White, CYP * Scott Bonncini, John Holland * Noel Power, CYP | * Dave Kristy, MMRA * Kate Walshe, CYP * Matt Reid, CYP * Will McNamara [**Secretariat**] | *Apologies*   * Alex Keppell, John Holland |

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| 1. | Introductions and Welcome |
|  | Welcome from Chris Lovell (Chair) and introductions from attendees.  Matters arising:   * Outstanding Actions Register NOTED |
| 2. | Presentation from John Holland, Early Works Managing Contractor |
|  | Presentation by Matt Telfer (JH), Scott Bonnici (JH) and Bec Rowe (JH) on current and upcoming works in the CBD.  Matters arising:   * Melanie Ashe raised truck movements at City Square. Trucks will exit the City Square site onto Flinders Lane and turn left on Swanston Street. * Simon Pockley raised Port Phillip Arcade and the difference between hard and soft demolition. Soft demolition includes internal fixtures and partitions, while hard demolition includes structural elements of a building. * Margaret Dennis raised demolition night works. Demolition will generally be undertaken Monday to Friday, 7AM - 6PM and Saturdays, 7AM - 2:30PM. Some scaffold protection works for Port Phillip Arcade demolition will occur at night. |
| 3. | **Presentation from Cross Yarra Partnership (CYP)** |
| **Action [5-1]   Action [5-2]   Action [5-3]** | Presentation by Matt Reid (CYP), Richard Buckingham (CYP), Noel Power (CYP) and Kate Walshe (CYP) on 2018 works and milestones and on upcoming traffic changes to St Kilda Road and Grattan Street.  Matters arising:   * Chris Lovell requested that the archaeological findings from investigations conducted at CBD sites be shared with the Community Reference Group at future meetings. * Simon Pockley raised legacy waste disposal management. CYP is considering waste disposal through the design process. Lanes currently used for waste disposal will become public space. Waste disposal was also raised in submissions during the public display of Development Plans. CYP will provide a response to these issues through the Development Plan process. * Melanie Ashe raised Campbell Arcade and the engagement with traders. A number of submissions regarding Campbell Arcade were received during the public display of Development Plans. CYP is currently engaging with Campbell Arcade traders. * Rob Moore commented to clarify the planning process. Public submissions will be responded to by CYP and then reviewed by the Department of Environment, Land, Water and Planning via a Development Plan Review Committee and the Minister for Planning. * Chris Lovell requested that CYP present on the Planning Scheme Amendment. * Anthony LoGiusto raised stakeholder engagement in State Library Station area. CYP is currently engaging with local stakeholders including other projects in the precincts. * The CRG discussed piling methodology. Driven piles include a percussive hammer, however CBD shaft construction will use bored piles which, while still noisy, will reduce the overall noise impacts otherwise associated with the alternative methodology. * Simon Pockley raised ground conditions and geotechnical surveys. The rock material is fairly consistent through the CBD alignment. It is generally fill down to one metre, weathered material down to ten metres and rock below ten metres. These are good geotechnical conditions for tunnelling. * The CRG discussed lane closures as well as disruption across Melbourne. Broader network impacts are considered and coordinated for the Metro Tunnel Project as well as other transport projects. * Melanie Ashe raised the King Neptune sculpture on Port Phillip Arcade. It is being removed and will be stored during construction. The sculpture will be reinstated within the new station precinct.   CYP to present on the Planning Scheme Amendment. (Feb)  CYP to present on methodology for staging of acoustic enclosures and underground construction works. (March)  CYP to provide an update on Campbell Arcade. (Feb) |
| 4. | Discussion and other business |
| **Action [5-4]** | Matters arising:   * Campbell Arcade * Waste management and rationalisation for Royston Land and Cocker Alley.   CYP to present on CBD South Oversite Development (OSD) design progress, including legacy waste management in the area including Cocker Alley. (Feb) |
| 5. | Meeting Close |
|  | Closing remarks from Chris Lovell (Chair).  Matters arising: Nil |

**ACTION ITEMS**

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| # | ACTION | OWNER | DUE |
| 5-1 | Presentation on the Planning Scheme Amendment | CYP | February 2018 |
| 5-2 | Present on methodology for acoustic enclosures and underground construction works | CYP | March 2018 |
| 5-3 | Provide an update on Campbell Arcade design and engagement to date | CYP | February 2018 |
| 5-4 | CBD South Oversite Development (OSD) design progress, including waste management | CYP | February 2018 |