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| **Date** | Friday 18 May 2018 | **Meeting No** | 9 |
| **Chair** | Chris Lovell | **Time** | 7.30am – 9.30am |
| **Location** | Chancellor Two Room  Hotel Grand Chancellor, Melbourne | **Minutes** | Will McNamara |

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| **Members** |  |  |
| *Present*   * Chris Lovell [**Chair**] * Michelle Land, Yarra Trams * Brian Maddock, Yarra Trams * Elizabeth Beal, ACMI * Emily Kropf, St Paul’s Cathedral * Paul Kanally, St Paul’s Cathedral * Artur Hadja, Residents 3000 * Fiona Van, RMIT * Simon Were, Melbourne City Baths * Nazzareno Marchionda, Ross House Association * Sharon Pollard, Federation Square * Luke Taylor, Poolhouse Coffee * Maria Groner, Travellers Aid * Karen Snyders, City of Melbourne * Natalie Siragusa, City of Melbourne * Michelle James, City of Melbourne * Anthony LoGiusto, Brady Hotel * Peter Brown, Manchester House | * Adam Tanner, Victoria Police Melbourne East Station Doug Thomson, Bible House * Matthew Harrington, Buildspect Consulting * Jessica Cerejo, Unilodge * Don Shipway, ALE Group * Anushia Bleazby, CityWest Water * Jess Foulds, RPV * Tye Norman, RPV * Emmett Ahern, RPV * Barry McGuren, RPV * Jodie Barrington, CYP * Manuel Lawrence, CYP * Jessica Becher, CYP * Brendan Perera, CYP * Kathlin Mayer, John Holland * Joe Mansell, John Holland * Matthew Maltman, John Holland * Matthew Muster, John Holland | *Apologies*   * Melanie Ashe, Flinders Quarter * Graham Jephcott, ACMI * David Gundy, St Paul’s Cathedral * Murray Walls, RMIT * Wendy Miller, ACMI * Hanh Chau, State Library of Victoria * Debra Watts, The Westin Melbourne * Paul Jeffries, The Westin Melbourne * Simon Cozens, The Practical Man Scott Alley * Eamonn Fennessy, City of Melbourne * Graeme Blackman, Westin Owners Corporation * Megan Herring, Young and Jackson Hotel * Dev Kevat, Bible House * Eugenie Austin, UniLodge * Faruk Delalic, Verve and Milano Residential Buildings * Anna Manarczyk, Melcorp Strata * Paul Dennis, Ashdowne House * John Dall’Amico, Residents 3000 * Andrew Milward-Bason, Nicholas Building Association * Bec Rowe, CYP |
| **In attendance** |  |  |
| *Present*   * James Tonkin, RPV * Dave Kristy, RPV * Simon Adams, RPV * Alana Clarke, RPV * Ai-Lin Chang, RPV | * Ayllie White, CYP * Kristina Gorman, CYP * Matt Reid, CYP * Melinda Kelly, CYP * Will McNamara [**Secretariat**] |  |

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| 1. | Introductions and Welcome |
|  | Welcome from Chris Lovell (Chair).  Matters arising:   * Outstanding Actions and Issues Register. |
| 2. | Presentation from Early Works Managing Contractor |
|  | Presentation by Matthew Muster, Matthew Maltman and Joe Mansell (John Holland) on current and upcoming Early Works.  Matters arising:   * Chris Lovell queried when works would be completed in Bouverie Street. John Holland confirmed that Bouverie Street and Victoria Street will be reinstated following the completion of the ground water system at the end of 2018. |
| 3. | **Presentation from Cross Yarra Partnership** |
|  | Presentation by Brendan Perera (CYP) on current and upcoming works, and high level indicative program. Presentation by Matt Reid (CYP) on the progress of archaeological digs, environmental performance monitoring and property condition surveys. Presentation by Manuel Lawrence (CYP) on pedestrian modelling.  Matters arising:   * Peter Brown raised piling methodology and noise levels. CYP confirmed piles will be bored not driven with the anticipated noise levels being machine noise only. * Simon Were commented that piles have been bored at CBD North adjacent to Melbourne City Baths, and that it was very loud, with some parts of the piling process more disruptive than others. CYP is considering the use of noise reducing blankets as well as a new product to reduce the noise during construction of the pile capping. * Don Shipway asked how many piling rigs would be required. CYP anticipates that 2-3 piling rigs would operate at each location, installing 2-3 piles per day. Approximately 3 months of piling is required at each location. CBD piling will commence in July, with completion targeted by the end of 2018. * Peter Brown raised the number of trucks required for CBD piling works. CYP expects approximately 20 trucks per day will be required to remove piling spoil from CBD sites. * Karen Snyders asked how the zone of influence is determined for property condition surveys. CYP confirmed the zone of influence is determined based on modelling and takes into account the receiver (business, resident, institution, etc). * Chris Lovell queried the program timing for property condition surveys. CYP confirmed the expected sequencing for property surveys will be properties adjacent to buildings being demolished, properties within 50 metres of City Square and Flinders Quarter, properties identified as potentially impacted by ground settlement and properties along the tunnel alignment as the tunnel progresses. * Chris Lovell queried construction activities that will trigger property condition surveys. CYP confirmed that property condition surveys will be completed for demolition of adjacent properties, piling, excavation, and tunnel construction. CYP to confirm if property condition surveys or amendments to property condition reports will be staged in line with each construction activity. * Karen Snyders queried the construction program. CYP confirmed that sufficient time has been allowed for property condition surveys to be completed prior to works commencing. * Real time monitoring will also be included for some heritage buildings. * Karen Snyders raised real time monitoring of environmental performance. CYP confirmed that real time monitoring will be used for some heritage buildings and that data could be shared with building owners. * The CRG discussed pedestrian modelling (stations). Peter Brown questioned why the surface pedestrian modelling numbers were not shown as part of the presentation. Chris Lovell requested that the pedestrian modelling (surface) and why station entrances have been selected be presented at the next CRG. |
| **C9-1** | Circulate the indicative program for CYP works at CBD precincts. |
| **C9-2** | Confirm if property condition surveys will be completed for each construction activity. |
| **C9-3** | Present surface pedestrian modelling, including modelling figures and entrance locations and specific detail for Scott Alley and Cocker Alley. |
| 4. | General feedback, other business and items for future discussion |
|  | Matters arising:   * MMRA has been renamed since the budget announcement to Rail Projects Victoria. The name change reflects the fact that the authority has been given carriage of other rail projects including the Regional Rail Revival and Geelong Fast Rail. * RPV raised concerns about behaviour of residents in apartment buildings adjacent to JH and CYP CBD sites. There have been instances of objects and materials being thrown from apartments onto the workforce below. This behaviour is dangerous and puts workers at risk of serious injury. * Adam Tanner commented that any objects, including water, dropped from height pose a significant risk to the safety of both the community and workers, and is completely unacceptable. Any such behaviour will be treated as a criminal act and anyone suspected of participating in such behaviour will feel the full force of the law. |
| 5. | Meeting Close |
|  | Matters arising:   * Next meeting of the CRG is scheduled for Friday 8 June 2018 at (Victoria Room), Level 4, QV Women's Centre, 210 Lonsdale Street, Melbourne VIC 3000 |

**OUTSTANDING ACTIONS AND ISSUES REGISTER**

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| # | ACTION | OWNER | STATUS |
| C9-1 | Circulate the indicative program for CYP works at CBD precincts. | CYP | Open |
| C9-2 | Confirm if property condition surveys will be completed for each construction activity. | CYP | Open |
| C9-3 | Present surface pedestrian modelling, including modelling figures and entrance locations and specific detail for Scott Alley and Cocker Alley. | RPV | Open |