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| **Date** | Wednesday 24 June 2020 | **Meeting No** | 23 |
| **Chair** | Jeni Coutts | **Time** | 7.30am – 9.40am |
| **Location** | Zoom | **Minutes** | Mathew Collum |

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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
* Lili Rosic, City of Port Philip
* John Bartels, City of Port Phillip
* Fraser Read-Smith, G12+
* Colin Stuckey, Melbourne Grammar School
* Gary Buck, The Botanica Apartments
* Michael Butcher, Melbourne South Yarra Residents Group
* Greg Gilmour, Shrine of Remembrance
 | *Present** Neil Hutchinson, City of Melbourne
* Sara Parmar, Yarra Trams
* Rob Mair, CYP
* John Goding, CYP
* Alan Mitchley, 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
* Mathew Collum [**Secretariat**]
 | *Apologies** 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
* Clare Hart, Royal Botanic Gardens
* Dean Nightingale, G12+
* Jan Swinburne, local resident
* Kate Blackwood, Yarra Trams
* Jane Pickworth, Albert Road Clinic
* Andrea Coote, The Domain
* Andrew Bennett, South Yarra Residents Association
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| 1. | Welcome  |
|  | Matters arising:* Jeni Coutts welcomed members to the virtual meeting of the Community Reference Group (CRG).
* Jeni Coutts advised the presentation contained confidential preliminary design information and is subject to further work. CYP confirmed it is happy for CRG members to discuss the designs with residents but advised the presentation would not be shared.
* 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 Mindt (CYP) and James Hamilton (CYP) on tunnelling, Tunnel Boring Machines (TBMs) noise and vibration management. Presentation by Alan Mitchley (CYP) on the Domain Precinct Design Update. Matters arising:* Gary Buck asked if there would be any additional impacts on residents from upcoming excavation works for the middle and southern section of the station box. CYP does not expect residents will be impacted significantly by the excavation works as they will be completed underground beneath the roof slab.
* Fraser Read-Smith asked why multiple concrete pours for the middle section of the station box roof slab were scheduled. CYP confirmed it has a maximum roof slab pour size of approximately 1,000 cubic meters per pour.
* Michael Butcher raised truck movements through the precinct. CYP confirmed that current truck movements in both directions on Dallas Brooks Drive is consistent with its traffic management plan.
* The CRG discussed trucks tracking mud on roads during excavated material removal. CYP confirmed on 19 June 2020 that they have implemented additional jet washing stations for truck wheels to reduce the amount of mud leaving site. Gary Buck raised that there is still a significant amount of mud on the road but acknowledged that he has noticed an improvement.
* Neil Hutchinson asked about the schedule for truck movements entering and exiting the site. CYP confirmed that trucks removing excavated material are scheduled both during the day and night.
* Michael Butcher asked about the current rate of extraction and if an additional TBM would be operating from the site in the future. CYP confirmed the TBMs are at full production and there would be no more than 2 TBMs operating from the site.
* Fraser Read-Smith asked about the conveyor belts at the Edmund Herring Oval site. CYP confirmed that each conveyor belt is dedicated to a TBM and the amount of excavated material being extracted is indicative of the speed that the TBM is operating at.
* Fraser Read-Smith raised that tunnel segments are being transported on St Kilda Road past the site. CYP confirmed that tunnel segments are currently being received via Kings Way because access to gates one and two on St Kilda Road is temporarily closed.
* Gary Buck raised that a number of trucks are exiting the site onto St Kilda Road with uncovered loads. CYP confirmed it will follow up the issue with its onsite team.
* Colin Stuckey asked if daytime truck movements would continue and advised that due to COVID-19 there is an increase of congestion during pick-up and drop-off times at Melbourne Grammar School. CYP confirmed it would ensure that daytime truck movements would continue outside of school pick-up and drop-off times and as per the current schedule.
* Gary Buck presented a summary of the results from his survey of residents at The Botanica Apartments. The survey looked at impacts that the Metro Tunnel Project is perceived to have on residents, their opinions of how well the project has been run and the need for the Anzac Station / Metro Tunnel Project as a whole. Gary advised that the overall results were positive and there were some improvements in results from the surveys conducted in 2018 and 2019.
* The CRG discussed TBM operational noise and vibration data. Gary Buck raised that a number of residents from The Botanica Apartments had experienced noticeable vibration during the night. CYP confirmed the TBM cutterhead had travelled beyond the Botanica Apartments and therefore noise and vibration impacts will reduce. Gary agreed to provide CYP with dates and times of when residents had been affected by the vibrations.
* The CRG discussed the impacts of noise on residents. Fraser Read-Smith raised that the results from the April / May 2020 noise report did not accurately reflect the impacts perceived by residents, particularly on occasions when 90 decibels (dB) was exceeded. Fraser raised the need for the Project to do more to mitigate the impacts of noise on residents. CYP acknowledged Fraser’s feedback and advised the Project would continue to do everything practicable to mitigate noise impacts.
* Gary Buck raised the need for more transparency and better communications from CYP with regard to noise exceedances. Gary raised the noise exceedance on 24 May 2020 which was not documented as an exceedance within the report issued to CRG members. CYP acknowledge there was a breakdown of communication during emergency works on 24 May 2020. CYP agreed to update the CRG on its process of informing residents of emergency works and potential noise exceedances.
* Fraser Read-Smith raised the sound of “compressed air being expelled from a vessel” which can be heard at regular intervals after 10pm. CYP confirmed it has identified an air compressor on site which is causing the impacts. CYP confirmed it is investigating solutions to minimise noise, including installing additional acoustic blankets around the machine. CYP confirmed it will report on current noise mitigation measures for plant equipment, in particular air compressors.
* Michael Butcher asked about noise and vibration impacts and the process of communicating with residents as the TBMs tunnel towards South Yarra. CYP confirmed it has started communicating with residents which may be impacted by the arrival of the TBMs and has commenced issuing letters to residents along Toorak Road West. CYP advised that its current modelling is showing that residents along Toorak Road West are not likely to experience significant noise or vibration impacts due to the depth of the TBMs as they travel through the area. CYP agreed to send Michael the presentation on noise and vibration monitoring processes and the information which has been issued to residents on Toorak Road West.
* Gary Buck asked if ramps are included within the design for the Albert Reserve Entry. CYP confirmed that there are ramps included and the stairs within the design have a dual purpose of providing seating as well as walking access to the different levels. Fraser Read-Smith commented that the gradient and change in levels within the design is not as significant as he had expected.
* Fraser Read-Smith asked if the grass area around the South African Soldiers Memorial would be included within the final design. CYP confirmed the design has trees on either side of the grass lawn area and the memorial is centrally located in Albert Reserve.
* The CRG discussed the design of the chiller plants and ventilation systems on St Kilda Road:
	+ Gary Buck asked why the design and location of the chiller plants has changed. CYP confirmed that it made the decision to change the design from the 2018 Development Plan based on safety requirements to reduce confined space risk.
	+ Michael Butcher asked about the chiller plants and ventilation structure dimensions. CYP confirmed that the height of the chiller plant has increased to approximately 6.1 meters and 12 meters in length, the ventilation structure height will be approximately 4.5 meters to 5.1 meters. CYP also noted that the cladding of the structures has been changed in response to community feedback.
	+ Colin Stuckey asked about noise attenuation of the chiller plant units. CYP confirmed that the noise dampening is contained within the chiller plant itself.
	+ Gary Buck asked if noise from the chiller plant could be heard from the footpath. CYP confirmed it expects there to be some noise associated with the chiller plant and ventilation systems. CYP noted that any noise levels will comply with relevant Environmental Protection Authority Victoria legislation.
* Bernadene Voss asked how many lanes there will be for each direction of traffic on St Kilda Road. CYP confirmed the design includes three lanes for peak time traffic in each direction and two lanes for off peak traffic at which time the third lane will be used for additional parking.
* Bernadene Voss raised the City of Port Phillip’s preference for central bike lanes on St Kilda Road. RPV advised CYPs design is based on its contracted scope of works and it would consider what additional information can be provided to the CRG.
* Michael Butcher expressed dissatisfaction with the inclusion of a retail outlet at the south end of the central island platform as it is not compatible with the heritage of St Kilda Road. CYP acknowledged Michaels views about the design approach. CYP advised the retail pod also has an essential back-of-house function for the station below.
* Fraser Read-Smith asked why only indigenous plants are being planted at Albert Reserve instead of a mixture of exotic and indigenous which is consistent with the Shrine Precinct. CYP confirmed that choosing indigenous plans is consistent with the overall design theme and that water management was a key driver in the decision.
* Bernadene Voss asked about parking arrangements around the Albert Road Reserve. CYP confirmed the parallel parking within the initial proposal has changed to angled parking to increase the number of bays. CYP confirmed there is no parking on the residential side of Albert Road.
* Bernadene Voss asked about the design of the pedestrian and cyclist crossing on Kings Way. CYP agreed to follow up and provide further information to CoPP with regard to the Kings Way intersection.
* The CRG discussed the plans for Elm tree replacements and new trees along St Kilda Road and the Albert Road Reserve. Gary Buck asked about the replacement of heritage boulevard trees. CYP confirmed that the heritage boulevard trees would be replaced with the same species. CYP agreed to provide an update regarding the like-for-like replacement of trees and the rationale behind the spacing, however noted the specific numbers have not yet been finalised.
* Neil Hutchinson asked about the overall level of parking that would be provided along St Kilda Road. CYP advised it will follow up with RPV regarding full time / off peak parking numbers.
* Karen Baynes asked if there had been any shadow modelling undertaken for buildings in the vicinity of the South African Soldiers Memorial. CYP confirmed it has reviewed shadow locations for plant species but not shadows cast on the memorial itself. Karen requested that this be addressed and commented on its relevance to the Port Phillip Planning Scheme.
* Karen Baynes asked about the location of the pedestrian crossing on the Western side of Albert Road. CYP agreed to follow up and provide further information to Karen.
* Karen Baynes asked if plans provided to CRG members could include property numbers. CYP confirmed it would take the feedback into consideration.
* Karen Baynes raised concerns about vehicle access to residential buildings on the north side of Albert Road traveling from St Kilda Road and also from Kings Way travelling from the eastern suburbs. Karen also raised concern that the current traffic plan on Albert Road does not address the function of safe reversing from Domain Hill residential building. CYP acknowledged the feedback and agreed to consider the issue further.
* Gary Buck asked about the peak hour times for parking on St Kilda Road. CYP agreed to follow up with Gary.
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| D23-1 | Provide an update on the communications process for informing residents about emergency works and any potential noise exceedances. |
| D23-2 | Report current noise mitigation measures for plant equipment, in particular air compressors. |
| D23-3 | Provide an update regarding the like-for-like replacement trees and the rationale behind the spacing on St Kilda Road. |
| 3. | General feedback and items for future discussion |
|  | Matters arising:* Fraser Read-Smith expressed appreciation for the contractors who have engaged with the residents to discuss the potential impacts that the design will have on them. Fraser also expressed dissatisfaction with the plan for parking and the number of parking spaces not being retained on St Kilda Road.
* Gary Buck expressed disappointment in various design elements including the traffic plan, chiller plants design, bike lanes and trees.
* Trevor Sutherland raised the need to resolve the current bike lane design.
* Fraser Read-Smith raised the wording on the South African War Memorial which reads “South African Soldier’s Memorial”. Fraser advised that the memorial is not for South African Soldiers, it is for memorial for colonial and Australia Soldiers. CYP confirmed it sought advice from Heritage Victoria with regard to the wording and correct spelling on the monument. City of Port Phillip confirmed it will follow up regarding the current spelling and wording.
* Karen Baynes expressed disappointment with regard to the parking arrangements on Albert Road and the lack of consultation in terms of seeking understanding of the requirements of individual buildings.
* Bernadene Voss thanked CYP for providing the design update and requested that further details be provided at the next CRG. Bernadene raised the need for a submission to government on bike lanes.
* Neil Hutchinson requested the CRG be provided with more information about the next steps in the development plan process.
* Jeni Coutts advised that the Signalisation of Park and Wells Street will be presented at the next CRG.
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| **D23-4** | Confirm the correct wording and spelling for the South African Soldiers Memorial. |
| 4. | Meeting Close  |
|  | Matters arising: * The next meeting of the CRG is scheduled for 7.30am-9.30am, Wednesday 5 August 2020.
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**NEW ACTIONS AND ISSUES**

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|  | **ACTION / ISSUE** | **OWNER**  |
| D23-1 | Provide an update on the communications process for informing residents about emergency works and any potential noise exceedances. | CYP |
| D23-2 | Report current noise mitigation measures for plant equipment, in particular air compressors. | CYP |
| **D23-3** | Provide an update regarding the like-for-like replacement trees and the rationale behind the spacing on St Kilda Road.  | CYP |
| **D23-4** | Confirm the correct wording and spelling for the South African Soldiers Memorial.  | CoM |